

Planning and Development

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Saco Planning Board
Meeting Minutes
November 20, 2018
City Hall Conference Room, 5:30 PM

WORKSHOP: 5:30PM

1. Discussion of Public Works Facility

REGULAR MEETING
6:00 PM

Planning Board Members Present: Neil Schuster, Chair, Alyssa Bouthot, Matt Provencal, Peter Scontras; Joyce Leary Clark;
Planning Board Members Absent: Don Girouard
Staff Members Present: Joseph Laverriere, City Engineer; Zach Mosher, City Planner;
NOTE: Meeting is audio recorded. These audio records will be posted on the City's website and available for public review within one week of the meeting.

NEW BUSINESS AND PUBLIC HEARING:

- 1. Minutes of October 2 and October 16, and November 6, 2018**
Joyce moved to accept the minutes of October 2, 2018, seconded by Peter, and so moved 5-0
Joyce moved to accept the minutes of October 16, 2018, seconded by Matt, and so moved 5-0
Alyssa commented on the November 6 motion for Convenient MD for SIGNAGE was confusing. All agreed that the motion of 0-5 was correct but to remove the Board members names (Neil, Don, Peter?)
Alyssa moved to accept the minutes of November 6, 2018 as amended, seconded by Matt, and so moved 5-0
- 2. Public Hearing: Preliminary Subdivision review for 7-lot Subdivision at corner of Ricker Road and Flag Pond Road. Tax Map 109, Lot 28. Zoned C-1. Applicant is Dan Foster.**

Zach Mosher: Larry Bastion of Terradyn Consultants, LLC on behalf of applicant, Sebago Land

Developers, Inc. proposes a 9-lot residential subdivision off Ricker Road, to include a roughly 1,660ft. long street that would be designed and built to City specs, and eventually offered to the City for acceptance. There are two existing lots that have been created and conveyed within the last 5-years and are a part of this subdivision proposal; however, this proposal includes the creation of 7 new lots. The property is located at Tax Map 108, Lot 29. It is approx. 26 acres in size and is mostly forested land at this time. The 26-acre total does include the two existing lots.

It is in the C-1 zoning district, with 80,000 sf minimum lot sizes and 200 ft frontage requirements – these figures are for lots not serviced by public sewer or water. Wells and septic systems would be provided individually for all lots. Well inclusion areas and septic system inclusion areas are included on the Subdivision Plan. The street proposal includes a 50ft wide future right-of-way that extends north between lots 6 and 7 and provides future connectivity with a neighboring parcel. The road will include a 5 ft wide sidewalk with esplanade.

The area outside the proposed lots, which includes approx. 5.8 acres surrounding a man-made pond near the center of the site and west of the proposed street abutting Flag Pond Road, will become common open space. Ownership and maintenance of the open space shall be assigned to the subdivision homeowners association. This open space would be for the enjoyment of subdivision residents, and not available to the general public. While the open space requirement has been met, an impact fee for recreational facilities are addressed in the conditions of approval. Subdivision Regulations indicate that for subdivisions where the average sf of each lot is 80,000 or greater, that at least 2.5% of the project area be dedicated to open space.

The project is expected to generate 10 trips per day. In total, the subdivision can be expected to generate approx.70 daily trips, 5 AM peak hour trips and 7 PM peak hour trips. Sight line distances were found to be adequate to accommodate the proposed road.

The Project will disturb more than 1-acre and therefore will require a General Contractor's Permit from MaineDEP. The Stormwater Report contains water quality treatment calculations as required by City of Saco and MDEP regulations. Maine Department of Environmental Protection (MDEP) Staff visited the site on August 31, 2017 to review the existing pond. The MDEP biologist determined that the pond was man-made and no regulatory setbacks will be required from the edge of water. The pond and wetland areas are depicted on the preliminary plan. The City's wetland consultant has reviewed and accepted the applicant's wetland delineation information.

As part of the building permit process the applicant will be required to submit a plot plan detailing the location of the house, driveway, grading and any restrictions. However at this time the applicant has indicated that there will be limitations of 5,000 sf total impervious area per lot and 20,000 sf total developed area per lot. This means that approx. 1.90 acres of impervious area will be created as a result of the project.

Since this project is located on an aquifer, the applicant is aware a geohydrologic study will be required per the requirements of Article 10.7 in the Saco Subdivision Regulations. The applicant has started the study process and anticipates that will be complete soon. That information will be included as part of the applicant's final approval plan. The applicant will also need to ascertain whether any of subdivision land is part high or moderate value wildlife habitat as determined by the IF&W or within the

Comprehensive Plan.

Determination of Completeness:

Joyce: I move to find the application for preliminary subdivision review to be complete, seconded by Alyssa, and so moved. 5-0

Department Review:

Police Department: Typically the City would seek a new streetlight at both the intersection created by the new street, if one does not already exist, and at the end of the dead-end. Deputy Chief Huntress has suggested streetlights on each curve as well as both intersections. Those lights are shown on sheet C2.0.

Fire Department: The Fire Dept. wondered if the homes would be sprinklered or if a cistern would be provided. The applicant has chosen the latter. Fire also wanted to know if the cistern could be located closer to either the corner of Flag Pond Rd or Ricker Rd than originally depicted in the sketch plan. The cistern has been revised to be located near the corner of Flag Pond Rd and is still within 2,000 ft of each dwelling unit per requirements.

Public Works / Engineering Department - comments from DPW include the following:

- Since this project will disturb in excess of 1 acre, then it will be subject to the requirements of a Maine General Construction Permit (MGCP). The applicant is required to obtain said permit and comply with all requirements. In accordance with the MGCP, the erosion control requirements for this project need to include specific requirements for inspection frequency, maintaining weekly inspection records, etc. These written inspection logs need to be maintained onsite and available for viewing during site inspections.
- All work within the public right-of-way shall be subject to the terms and conditions of a Street Opening Permit to be issued by DPW. The developer shall be responsible for applying and obtaining a Street Opening Permit prior to the start of any work within the public right-of-way.
- As part of the Street Opening Permit, the developer shall be responsible for the restoration and maintenance of all surfaces for a one-year period.
- The United States Postal Service is requiring the installation of centralized mail box for delivery and no longer delivering to individual mail boxes. The proposed location of the centralized mailbox shall be shown on the plans for review and approved by the Department of Public Works.
- The areas suitable for installation of onsite water supply well within each lot should be shown on the Subdivision Plan.

- The thresholds for development within each of the lots will require some form of deed restriction or covenant. The language for these development restrictions should be submitted to the Planning Department for review and approval.
- As part of the building permit process, the applicant shall submit a plot plan for each lot that shall include the location and footprint for the house, location of driveway and proposed grading. Any site constraints (i.e. wetlands, buffers, easements, etc.) shall be shown on the plot plan as well as summary demonstrating conformance with the development thresholds established for each lot. We would also recommend consideration be given to making the plot plan requirement as a Condition of Approval.
- What is the applicant's proposal for future ownership of the open space lot? A note should be added to the Subdivision Plan indicating the ownership entity for the open space lot.
- All easements shown on the Subdivision Plan shall clearly identify, by name, the entity that is being granted the easement. Several of the easements should be conveyed to the City; however, others are not to be conveyed to the City (i.e. forested buffer easements that benefit individual lots, etc.).

The applicant has provided the necessary changes to the plan to address some of these comments. Other comments are addressed in the conditions of approval.

Planning Department: Planning wanted to make sure that the forested buffers are protected through deed provided to the city and this is addressed as a condition of approval.

Code Enforcement: Code Enforcement wanted to make sure that no wells were being placed inside the mapped wetland areas. Code also let the applicant know that the test pit for Lot 1 needs to be outside the forested buffer, and the applicant has now shown a test pit outside that buffer.

Michael Tadema Weilhant/Larry Bastian, Terradyn Consultants, LLC: As Zach has mentioned, they are proposing 7 new single-family dwellings. From the sketch plan review a few months ago, the Board mentioned about a possible thru road. The road now connects from Ricker Road to Flag Pond Rd. A new road will be built to public road standards, with an internal sidewalk, and will provide frontage and access to the new lots. Approximately 5.8 acres surrounding the man-made pond and west of the proposed street abutting Flag Pond Road, will become common open space. The plan proposes a 50ft wide future right-of-way that extends north between lots 6 and 7 to provide future connectivity with a neighboring parcel.

Alyssa: I move to open the public hearing, seconded by Peter, and so moved 5-0

Roger Gay, city councilor, ward 2: How many gallons will the water cistern have? Michael TW: 10,000 gals that will be in 2-5,000 gal cisterns.

Alyssa: I move to close the public hearing, seconded by Joyce, and so moved 5-0.

Peter: Move that the Board grant approval under the provisions of the Saco Subdivision Regulations for the preliminary plan submitted by Larry Bastian of Terradyn Consultants, LLC for the Ricker Rd subdivision at Tax Map 109, Lot 28 based on the Conditions of Approval dated November 20, 2018, with the addition to add a sidewalk to the location of the mailboxes, seconded by Joyce, and so moved 5-0. Motion passes.

Respectfully Submitted by,

Maggie Edwards

Board Secretary