

Minutes  
Town of Waldoboro  
Planning Board Meeting  
February 13, 2013

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6. Next Regular Planning Board Meeting: Wednesday, March 13, 7:00 p.m.

Roll Call

The meeting was called to order by chairman Chuck Campbell at 7:00 p.m in the meeting room at the Municipal Building. Other members present were Barbara Boardman, Ed Karkow, and Kenneth Vencile. Code Enforcement Officer Bill Najpauer was present. There was no audience other than applicants. Vincenzo Rotondo (Item 2), and John Black and David A. Starr, Jr., of J&D Engineering & Surveying, representing Robert and Lynn Dains, for review of Item 3.

1. Minutes of January 9, 2013

On motion of Karkow/Vencile, the Board voted 4 - 0 to approve the minutes of January 9 as distributed.

2. Discussion of Possible Land Use District Change on West Main St. near Route One

Vincenzo Rotondo was in to request consideration of a land use district change so that his small lot on the north side of West Main St. close to Route 1 (tax map R4 Lot 12B, 102 West Main St., 0.65 ac) and several other nearby lots on the north side of West Main St. would be included in the Route One Commercial B District rather than in the Rural District. Lots on the south side of West Main Street near his property are in the Rural District. He would like to be able to conduct a retail business from a portion of the house. Retail sales is not an allowed use in the Rural District according to the land use matrix in Article 3 pp. 3-6 - 3-9 of the Land Use Ordinance as amended on Nov. 8, 2011.

Rotondo said his house was once the office for a group of overnight cabins, so the property was commercial in use at one time. When he bought the property in 2000, he was told that it could be used for both commercial and residential purposes. When he came to Code Enforcement Officer Najpauer to see about a permit for a business use, he was told that the land was in the Rural land use district and the retail use he wanted was not an allowed use. Rotondo said that the land behind him, with frontage on Route One, is for sale. He asked whether, if he buys it, and the two lots are then in common ownership, would that make Lot 12B commercial, or would both lots become residential, or would there be no change in land use district designation?

Najpauer said that in his opinion, it would be in the long-term best interest of the Town to have these seven small properties on the north side of West Main Street become commercial. They could have potential vehicular access from both Route One and West Main Street, which would improve traffic flow. It would be good for the Town to have more of this area become commercial. Much of the land along Route One on the hill west of the village has poor vehicular access because of the passing lanes on the hill, and cannot easily be developed for commercial use, in the absence of a parallel service road.

Najpauer recommended sending a notice to all landowners who live on both sides of West Main Street, holding a public hearing, and getting public input about a possible change in land use district. The public hearing could be held at the March 13 Planning Board meeting.

Najpauer asked whether there are other analogous areas that should be looked at. John Black suggested the area near the intersection of Route 1 and Route 220 near Moody's, especially on the north side of Route 1, where properties on Route 220 are subject to the restrictions of the Route One Commercial B land use district.

John Black, here tonight as a principal in J&D Engineering and Surveying (Item 3 below), is a former Waldoboro Code Enforcement Officer. He said that the Town had no land use districts until 2005, when the current land use district maps were approved. The first Waldoboro Land Use Ordinance was approved by voters in 1987, preceding delineation of land use districts.

### 3. Review of Site Plan Application for Self-Storage Facility, Atlantic Storage Center LLC, Robert and Lynn Dains, 1689 Atlantic Highway (Tax Map U5 Lot 12A)

John Black and David Starr, Jr. of J&D Engineering & Surveying were in to present plans for a proposed self-storage facility on the south side of Route One near Maritime Farms gas station and convenience store. This application was the subject of a pre-application discussion at the Oct. 11, 2012 Planning Board meeting (Item 4, p. 2-3). Some details of the plan have been changed since the pre-application meeting. Only two buildings will be built in Phase 1 of the project, with space prepared for a possible third building if business warrants. The space for the third building will be used for outdoor rental storage of motor vehicles and recreation vehicles (cars, trucks, RV's, snowmobiles, motorcycles, etc.) until the third building is built.

Najpauer summarized that the package of information sent to the Planning Board for review lacks a storm water management plan and proof of financial capacity. The requirement for technical capacity has been met. Municipal staff members had no comments on the application, at a meeting Thursday Feb. 7.

The property consists of two parcels, covered by separate deeds. The owners will not live on the property, but have surveillance cameras and local contacts who will check the property. There will be no designated on-site parking except for two parking spaces at the office.

Financial capacity: Starr said the owners will provide evidence of financial capacity to CEO Najpauer, who will share this information with Planning Board members. The intent is to provide evidence of sufficient financial capacity, without having exact figures become part of the public record.

Storm water management plan: Starr submitted a revised detail sheet for a tentative grading plan that provides for four internal catch basins located in between the storage buildings. Water from the

catch basins will be piped to a culvert underneath the access road. There may also be a swale with outlets shedding water at a controlled rate. The surface in the project area will be packed gravel, considered impervious. The soils on site have low permeability and are slow-draining. Black said that the Dept. of Environmental Protection no longer requires no net increase in runoff post-development compared to pre-development. DEP has new written material on this which can be requested. Part of the Land Use Ordinance may need to be revised to incorporate this new standard.

Starr will be working with Tom Fowler of Landmark Surveying and Engineering on the drainage plan. Fowler will design the size of the catch basins.

### Review of Site Plan Submission Requirements

Waivers: J&D is requesting three waivers from the site plan submission requirements.

- 1) waiver of the requirement for a boundary survey, in light of the fact that all boundaries within 300 feet of the proposed development have been located. At the pre-application meeting, it was agreed that no boundary survey would be required.
- 2) waiver of the requirement of submitting a separate location map, because the site plan contains all of the information required to be shown on the location map.
- 3) waiver of the requirement for all plans to be drawn to a scale of 1" = 30'. The scale of the plan submitted is 1" = 80'. Campbell suggested that, in future, J&D consider using a larger scale for the property as a whole and a smaller scale of 1" = 30' for the development area. This would provide more clarity and detail.

VOTE: On motion of Vencile/Karkow, the Board voted 4 – 0 to grant the three requested waivers: not to provide a boundary survey, to use a site plan scale of 1" = 80', and to consider the site plan itself as the location map.

### Existing Site Plan

The existing site plan, dated Jan. 30, 2013, contains the following information, except where indicated:

- a. Title block
- b. Land use district classification
- c. Existing contour lines
- d. Existing buildings
- e. Streets and driveways
- f. Utilities: There is existing electrical service to the two buildings on site by overhead utility lines shown on the site plan. Public water and public sewer are available at the street. The existing buildings are served by private water supply and private wastewater disposal systems. There will be no water or sewer connection to the storage buildings. There will be an internet connection for the security cameras.
- g. Significant features: The site plan shows drainage courses, culverts, stands of trees, and a stream that crosses the property.
- h. Wetland delineation: No wetlands have been identified on the property.
- i. Drainage: met. The direction of existing surface water drainage across the site is shown.
- j. Signs: See Note 4 on the Existing Site Plan. There will be one sign. Details will be provided when the sign permit is applied for.
- k. Easements: See Note 5 on the Existing Site Plan. The 1691 Realty LLC property is benefited by an easement over the existing driveway from Atlantic Highway (Route 1), the northerly boundary of said property. The 1689 Realty LLC property may be benefited by a 15' wide easement running from the east end of the property to Route 220. Further deed research is necessary to determine the

status of the easement. The proposed development will not be burdened or benefited by any easements or right of ways at this time.

l. Fire protection: See Note 6 on the Existing Site Plan. Water for fire suppression is available through fire hydrants located on Jefferson Street adjacent to the subject property. The Town fire station is located on the north side of Route One about 900' from the existing driveway entrance..

m. Name of consultant, registration number, and (on final plans only) seal of the person(s) who prepared the plan. Names and registration numbers for John Black and David Starr, Jr., are on the plans. Seals will be provided.

### Proposed Site Plan

a. Title block – met

b. Lots, lot lines – met

c. Contour lines, at 2' intervals, finished grade elevations, and the system of proposed drainage: No 2' contours are shown for the proposed development area. There will not be as much as a 2' change in elevation across the development area. Chairman Campbell agreed to accept spot elevations in lieu of contour lines in the development area. The final drainage system plan is yet to be submitted.

d. Road, driveways and parking plan: A new driveway will be constructed off the existing driveway, for access to the self-storage buildings. There is no designated parking and loading area. There will be two designated parking spaces at the office.

e. Rights-of-way and easements: no change from existing.

f. Proposed building locations: shown in red on Proposed Site Plan dated Jan. 22, 2013, and enlarged plan showing locations of Buildings 1, 2 and 3 and the proposed office and office parking.

g. Signs. See Note 4 of Proposed Site Plan. There are no signs on the property now. One new sign is proposed, to be located about 80 feet east of the existing driveway and 30 feet south of the south edge of pavement of Route One.

h. Soil erosion and sedimentation control plan: to be provided

i. Storm water management plan: yet to be submitted.

j. Public use – not applicable

k. (reserved)

l. Utility plan: See Note 2 of Proposed Site Plan. The only utilities to serve the proposed facility are electrical service and internet for a small office space to be located in the end of one of the storage buildings.

m. Landscaping plan: See Note 10 on Proposed Site Plan. Existing natural vegetation will be used to provide visual buffering and screening between the self-storage units and all nearby residential properties. Najpauer said buffering is not required between one commercial property and another (Maritime Farms). No additional landscaping is planned beyond the placement of loam and seeding.

n. Professional certification: Professional certification information for Black and Starr has been provided. Professional certification for Tom Fowler of Landmark, who is designing the stormwater management plan, will be provided on that plan when submitted. Architectural certification for the designer(s) of the pre-fabricated storage units will be provided when building permits are applied for.

o. Approval block: provided.

### Written Supporting Information

a. Evidence of legal interest; two deeds provided.

b. General description of proposed use: provided, for Phase 1 and Phase 2.

c. Soils: information provided.

- d. Subsurface disposal system report: Not applicable. The proposed facility will not be served by sewer or water utilities.
- e. Traffic impact analysis: not applicable. The proposed facility is estimated to generate only about 30 vehicle trips per day per 100 storage units. A total of 100 – 150 storage units is anticipated, which translates to 30- 45 vehicle trips per day, which is much less than the threshold to require a traffic impact analysis according to the Land Use Ordinance, Article 4 Section U.
- f. Evidence of technical capability: Local contractors will be performing all construction. Their names are listed and their technical capability can be checked at the time permits are issued.
- g. Evidence of financial capability: verification to be provided to CEO Najpauer.
- h. Construction schedule – received. Construction of Phase 1 is expected to start in May 2013 and be completed during the summer of 2013. Construction of Phase 2 is dependent on the success of Phase 1.
- i. Estimated volumes of water and sewer demand: not applicable. The proposed facility will not be served by public water or sewer utilities.
- j. Statement from utility: Not applicable, see i. above.

Vote: On motion of Karkow/Boardman, the Board voted 4 – 0 to find that the Atlantic Storage Facility site application is complete with the following four exceptions: finished contours; storm water management plan; soil erosion and sedimentation control plan; and evidence of financial capability.

#### Review of Land Use Ordinance Article 4 General Performance Standards

- A. Air and water pollution: Will not result in undue water or air pollution on and off site: met.
- B. Buffer areas: Existing naturally vegetated buffer areas are deemed adequate – met.
- C. Construction standards: Builder erecting pre-fab units must come in for a building permit.
- D. Electrical disturbances – not applicable
- E. Historic Village District Architectural Standards: not applicable
- F. Hydrogeologic assessment of groundwater impacts: not applicable
- G. Lighting and glare: Electrical contractor will consult with Code Enforcement Officer. Wall-mounted canister lamps are anticipated, and must be shielded to avoid glare. We assume lights will be on at night, activated by a photoelectric cell.
- H. Net developable area calculation - has been provided.
- I. Noise: not applicable
- J. Parking and loading: met. There will be two parking spaces adjacent to the office. Loading and unloading will be done by renters of the individual storage spaces. There will be no gate. Security cameras connected to the internet will provide information to owners and local contacts.
- K. Phosphorus control: not applicable
- L. Refuse disposal: not applicable. There will be no dumpster.
- M. Sanitary provisions: not applicable
- N. Signs: There will be one sign on the property, for which a sign permit will be obtained.
- O. Soils: Information on soils has been provided. They are adequate for the proposed use.
- P. Soil erosion and sedimentation control: Plan is currently “on hold”, subject to modification.
- Q. Storage of materials: not applicable.
- R. Storm water management: Plan to be provided
- S. Street access, driveways, street/road construction standards: met. J&S has provided a cross section of the proposed driveway.
- T. Reserved
- U. Traffic impact analysis: not applicable

- V. Water quality impacts: not applicable
- W. Aesthetic, cultural and natural values: met.
- X. Financial and technical capability: evidence of adequate financial capability to be provided.
- Y. Flood zone: not applicable
- Z. Freshwater wetlands: not applicable
- AA. River, stream or brook: A stream, Orff Brook, crosses the property, as shown on the plan, and flows into the Medomak River.
- BB. Spaghetti lots: not applicable
- CC. Adjoining municipality: not applicable
- DD. Access to direct sunlight: not applicable
- EE. Sufficient water: not applicable
- FF. Conformity with Town ordinances and plans: to be determined. Decision deferred until all plan elements have been received and reviewed.

VOTE: On motion of Vencile/Karkow, the Board voted 4 – 0 to table the Atlantic Storage Center application until the March Planning Board meeting.

David Starr summarized the missing material yet to be provided. He was asked to provide materials at least one week in advance of the meeting at which they are to be reviewed. He offered to send material in pdf format to Najpauer, who will forward it electronically to Planning Board members.

- 4. Discussion of Proposed Land Use Ordinance Revisions: deferred to March meeting
- 5. Planning Board Training Session Thursday March 21, 6:00 or 6:30 p.m. to 8:00 p.m.

This training session, which is open to the general public, is intended for members of Planning Boards in Knox and Lincoln Counties. Notices and invitations will be sent, and the starting time confirmed. The session will be led by Najpauer and Lincoln County Planner Robert Faunce.

- 6. Next Regular Planning Board Meeting: Wednesday, March 13, 7:00 p.m.

Adjournment: The meeting was adjourned at 8:45 p.m.

#### Certificate of Approval

I hereby certify that the above minutes were approved by vote of the Planning Board on \_\_\_\_\_.  
(date)

\_\_\_\_\_  
Charles Campbell, Chairman  
WALDOBORO PLANNING BOARD

Submitted by:

\_\_\_\_\_  
Susan S. R. Alexander

