



# City of Westbrook

## DEPARTMENT OF PLANNING & CODE ENFORCEMENT

2 York Street

Westbrook, Maine 04092

(207) 854-0638

Fax: 1-866-559-0642

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**WESTBROOK PLANNING BOARD  
TUESDAY, AUGUST 21, 2018, 7:00 P.M.  
WESTBROOK HIGH SCHOOL, ROOM 114**

### AGENDA

#### PUBLIC HEARING

- 1. 2018.24 – Site / Subdivision Plan / Conditional Use – Larrabee Heights II – Westbrook Housing:**  
The applicant is proposing a lot split to accommodate a new 61-unit and 30-unit senior living facility, private access drive and other associated site improvements. Tax Map: 42A Lot: 12 Zone: Gateway Commercial

#### REGULAR MEETING

- 2. Call to Order.**
- 3. Approval of Minutes.**
- 4. 2018.24 – Site / Subdivision Plan / Conditional Use – Larrabee Heights II – Westbrook Housing:**  
The applicant is proposing a lot split to accommodate a new 61-unit and 30-unit senior living facility, private access drive and other associated site improvements. Tax Map: 42A Lot: 12 Zone: Gateway Commercial

#### WORKSHOP

- 5. 2018.34 – Amended Site Plan, Subdivision & Special Exception – Rock Row (previously called “Dirigo Plaza”) – 58 & 80 Main Street – Waterstone Properties Group:** Jones & Beach, Inc. on behalf of Waterstone Properties Group, is proposing an amendment to a previously approved site plan to reconfigure building layouts and internal traffic circulation. The amendment is for Phase 1 of a 495,915 +/- square foot regional retail shopping center. Tax Map: 42B Lots: 9, 10, 11 & 14 Zone: Gateway Commercial.

Deliberation of agenda items, including workshops, that have not been commenced by the Planning Board as of 10:00 p.m. may be rescheduled to the next regularly scheduled meeting.



# City of Westbrook

## DEPARTMENT OF PLANNING & CODE ENFORCEMENT

2 York Street

Westbrook, Maine 04092 (207) 854-0638

Fax: 1-866-559-0642

DATE: August 16, 2018

TO: Planning Board

FROM: Jennie P. Franceschi, City Planner & Rebecca Spitella, Asst. City Planner

Cc: Plan Review Team

RE: August 21, 2018 Planning Board Meeting

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1. **2018.24 – Site / Subdivision Plan / Conditional Use – Off Liza Harmon Dr. - Larrabee Heights II – Westbrook Housing Authority**
  2. **2018.34 – Amended Site Plan, Subdivision & Special Exception – 58 & 80 Main Street - Rock Row (previously called “Dirigo Plaza”) – Waterstone Properties Group**

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1. **2018.24 – Site / Subdivision Plan / Conditional Use – Off Liza Harmon Dr. - Larrabee Heights II – Westbrook Housing Authority**

Tax Map: 042A Lot: 012

Zone: Gateway Commercial District

### **PUBLIC HEARING**

#### **Project Description:**

The applicant is proposing a lot split to accommodate a new 61-unit and 30-unit senior living facility, private access drive and other associated site improvements.

#### **Project History:**

- May 16, 2018 – Neighborhood Meeting
- June 5, 2018 – Planning Board Workshop
- June 16, 2018 – Site Walk
- August 21, 2018 – Public Hearing

#### **Staff Comments:**

1. Fee – abutter & newspaper fees due - \$374.65
2. Waivers:
  - a. Unusable land calculations:
    1. Applicant is requesting a waiver of the unusable land provision of the ordinance (Section 502 Subdivision General Provisions A. Unusable Land) based upon the soil conditions on the site being predominantly ledge so the criteria of the 25% slope would not be of concern from a slope stability standpoint.
      1. The definition of unusable land lists several examples of vulnerable land including areas of slope in excess of 25%. The applicant has identified land on

their parcel that meets this threshold and is requesting an exemption because the land is not an environmentally sensitive area as described in the definition of unusable land.

2. The area of the steep slopes are remnants of the old quarry that was on the property years ago as well as the construction of the Larrabee Village Project. These slopes are ledge face cut slopes which would not be erodible slopes or subject to slope instability.
3. The application needs to provide a table of the land areas that meet the definitions of the unusable lands per the definition for documentation of the project and so the Board know the details of what it is waiving. This table should be included with the Subdivision Plan, sheet C-2.1.
4. If the 25% slope is waived, the density table still needs to be provided showing all other Unusable land square footages to provide the accurate density compliance.
5. The criteria for a waiver of the provisions of Subdivision or Site plan are that the waiver will not result in:
  1. Undue water or air pollution,
  2. An inadequate water supply,
  3. Unreasonable soil erosion,
  4. Unreasonable traffic congestion or safety risk,
  5. Inadequate sewage disposal capacity,
  6. Inadequate solid waste disposal capacity,
  7. An adverse impact on scenic or natural beauty, aesthetics, historic sites, or rare or irreplaceable natural areas,
  8. Substantial non-conformance with this Ordinance or the Comprehensive Plan
- a. The applicant is requesting the Planning Board waive Section 502.C.4. DEP permitting for the project is outstanding. Please see the attached memo from Anew Development dated 8/15/2018 and supporting documents detailing the applicant's request and current status of the project's DEP permit application. If the Board is in support of this waiver Staff recommends a condition of approval stating the final plan may not be released for recording with the Registry of Deeds prior to providing documentation of all outstanding permits.
4. Stormwater/Sewer/Utilities:
  - a. Rock forebays are minimal as shown. Increase size of rock forebay with row of rock for water to pass through, concrete base with rip rap sides. (See picture inset for example of concrete base)
  - b. SMH5 – Drop MH due to inlet/out differential
  - c. C-4.0 – SD17 shows a 24" pipe – does this transition to a 12" pipe?
  - d. C-4.0 - SD17 plunge pool requested at pipe outlet
  - e. Emergency overflow of gravel wetland is not directed appropriately. Revise to go the direction of the water flow
  - f. Outlet control rim is higher than the emergency overflow – is this correct?
  - g. Sheet C-9.0 Profile D – Pipe appears lower than catch basin
5. Fire
  - a. The Fire Department has submitted a letter dated August 10, 2018. Applicant should ensure all comments are addressed prior to approval by the Planning Board.
  - b. Fire truck turning radii has not been provided
6. Signage
  - a. Provide evidence of rights or easements for all signs not located on the Larrabee Heights II property. (Item is included as a condition of approval)
  - b. Final design of wayfinding signage is subject to the review of Fire and Code enforcement to ensure compliance with life safety. (Item is included as a condition of approval)

- c. Street signs are required at Dottie's Way and Liza Harmon Dr. and at Ruth Hunton Ct at Dottie's Way. The applicant has shown these on sheet C-3.0. (Item is included as a condition of approval)
7. Landscaping / Open Space
- a. The smaller unit does not have a clear entrance path. The entrance to the unit should mirror the larger unit, with a clear walk way guiding pedestrians from the parking area. Final plan should be revised to reflect this.
  - b. Detail provided for stabilized surface on sheet C-7.0 – prior to installation provide documentation from the on-site engineer as to the actual depth of compacted gravel.
  - c. Recreation & Conservation Commission reviewed this item at their 7/19 meeting. During this presentation the applicant stated they are creating a fully walkable campus by providing connectivity between the proposed development and the existing Westbrook Housing Complex. R&C voted in favor of the open space plan, stating they favored a combination of the new amenities on site (walking path along the northwesterly edge of the proper and patio on the northerly side of building 2B) along with the fully walkable campus to meet the intent of the open space ordinance.
  - d. The Recreation & Conservation Commission requested the applicant take consideration of patio materials that takes into consideration accessibility to wheel chairs/assisted walking devices.
8. Traffic Comments
- a. Guard rail should run the entire length of Ruth Hutton Court due to non-recoverable slopes.
  - b. Provide time frame regarding the pavement of Dottie's Way
  - c. Applicant will install RRFBs at the crosswalk across Main Street at Liza Harmon Dr (Item is included as a condition of approval)
  - d. Applicant will provide ADA accessible sidewalk ramps on both side of Main Street at the Main Street crosswalk (Item is included as a condition of approval)
  - e. The turn lane at Liza Harmon and Main Street will be constructed as part of the Larrabee Commons site plan approval (Item is included as a condition of approval)
9. Administrative
- a. Provide a cover sheet with a page index with final plan set. Cover sheet should include a signature block and final conditions of approval (to be sent at a later date)
  - b. Sheet C-2.1 – Remove “site” from the title of signature block so it reads “Subdivision Plan”
  - c. Sheet C-2.1 – Include the number of units on each of the buildings
  - d. Provide timeframe for access easements to Lot 2 across all parcels to Liza Harmon Drive and the recreational area easement on Lot 1 to benefit Lot 2
  - e. Plan set should be consistent with the project name. Staff recommends revising plans to title the project Larrabee Heights II to remain consistent with previous applications and public noticing.

**Action for the Board's consideration:**

1. Motion to grant waiver of Section 505 Subdivision General Provisions A. Unusable Land to allow areas of slope in excess of 25% to be included with density calculation
2. Motion to grant waiver of submission requirement 502.C.4 – all required permits from Department of Environmental Protection to be included with the final application submission

**Motion:**

The Site Plan/Subdivision Plan/Conditional Use application for Westbrook Housing Authority to divide a lot and construct two new multifamily structures (61-unit and 30-unit senior living facility) and associated parking located at 30 Liza Harmon Dr., Tax Map: 042A Lot: 12 Zone: Gateway Commercial District. is

**(approved with conditions/ denied)** and the following finding of fact, conclusions and conditions as stated on pages 4 through 7 of this Staff Memo dated August 16, 2018 are adopted in support of that approval.

**Site Plan – Finding of Fact:**

Utilization of the Site – *Adequate.*

Adequacy of Road System - *Adequate.*

Access to the Site – *Adequate.*

Internal Vehicular Circulation - *Adequate.*

Pedestrian and Other Modes of Transportation - *Adequate.*

Stormwater Management – *Adequate. Applicant acknowledged that maintenance of the stormwater features could be accomplished with the proposed design.*

Erosion Control - *Adequate.*

Utilities – *Adequate.*

Hazardous, Special and Radioactive Materials – *N/A*

Financial and Technical Capacity – *Adequate. The applicant has provided a source of funds allocation in Appendix C of the memo dated July 12, 2018 from Stantec. Applicant has retained the services of Stantec which demonstrates technical capacity.*

Solid Waste – *Adequate.*

Historic, Archaeological and Botanical Resources – *Adequate*

Landscape Plan – *Adequate.*

**Subdivision – Finding of Fact:**

Pollution and Sewer Disposal – *Adequate. Disposal of the Sewage from the project will be via the City Public Sewer system, and therefore will not cause a pollution issue.*

Water - *Adequate. Final Portland Water Company ability to serve will be provided upon final design of system.*

Soil Erosion - *Adequate.*

Traffic – *Adequate.*

Sewage - *Adequate. The applicant has received an ability to serve from the Westbrook Sewer Department.*

Solid Waste – *Adequate. The applicant will have private pick up service for trash disposal.*

Aesthetics

1. *Project to Site – Adequate.*
2. *Project to Surrounding Property – Adequate.*
3. *Landscape Design – Adequate.*
4. *Lighting – Adequate.*
5. *Signs – Adequate.*

Conformity with Local Plans and Ordinances –

***The Planning Board granted the following waivers:***

1. ***Section 502 Subdivisions General Provisions – Unusable Land***
2. ***Section 502 Subdivision Final Plan Submission Requirements – C(4)***
  1. *The proposal is in conformance with the Comprehensive Plan.*
  2. *Subdivision Plan meets requirements of the Land Use Ordinance*

Financial and Technical Capacity – *Adequate. The applicant has provided a source of funds allocation in Appendix C of the memo dated July 12, 2018 from Stantec. Applicant has retained the services of Stantec which demonstrates technical capacity.*

River, Stream or Brook Impacts – *Adequate.*

**Conditional Use – Findings of Fact:**

- A. Certain Requirements Met. That the use requested meets the dimension, parking, loading, and sign requirements of this Ordinance. - *Adequate*
- B. Value. That the use requested will not significantly devalue abutting property or property across public or private way. - *Adequate*
- C. Effects of Land Use. That the use granted will:
  - (1) Maintain safe and healthful conditions,
  - (2) Not cause water pollution, erosion, or sedimentation
  - (3) Not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat,
  - (4) Conserve shared tree cover and visual, as well as actual, access to water bodies,
  - (5) Not burden on-site septic or off-site waste disposal,
  - (6) Not burden existing public ways.

*Adequate as to C) (1) through (6)*

- D. Performance Standards. That the use granted is compatible with adjacent land uses and that it meets the following performance standards:

- (1) Landscape Environment and Enhancement. The landscape must be preserved in its natural state insofar as practicable. It must be designed so as to stabilize the slopes and buffer the site, where necessary,
- (2) Surface Water Drainage. Surface water drainage must not have an adverse effect on surrounding properties, downstream water quality, soil stability, or the storm drainage system,
- (3) Water, Air, Soil Pollution. The development will not cause unreasonable water, air, or soil pollution,
- (4) Soil Integrity. The development will not cause unreasonable soil erosion or reduction in the capacity of the soil to hold water,
- (5) Natural Environment. The development must not have an unreasonably adverse effect on a historic site or irreplaceable natural areas,
- (6) Nuisance Factor. The development must not cause unreasonable noise, odors, dust, gas, fumes, smoke, light or other annoying or dangerous emissions,
- (7) Special Features. Exposed storage areas, machinery installation, service and loading areas, and similar facilities must be set back, screened, or buffered so as to minimize any possible adverse effect on the surrounding uses,
- (8) Vehicular Access. The site layout must provide for safe vehicular access and egress, including that for emergency vehicles,
- (9) Parking and Circulation. The layout of vehicular and pedestrian traffic patterns must provide for safe interior circulation, separation of pedestrian and vehicular traffic, and storage of plowed snow and the parking shall comply with the parking requirements set forth in Section 505.1 A-D, regardless of whether the conditional use requires site plan review, and
- (10) Public Services. The development must not impose an unreasonable burden on the water supply and sewage disposal systems, fire or police services, public ways, schools, recreational facilities, and other public services or facilities.  
*- Adequate as to D) (1) through (10)*

**Conclusions:**

- 1. The proposed site plan **will not** result in undue water or air pollution.
- 2. The proposed site plan **has** sufficient water available for the reasonably foreseeable needs of the site plan.

3. The proposed site plan **will not** cause an unreasonable burden on an existing water supply.
4. The proposed site plan **will not** cause unreasonable soil erosion or a reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results.
5. The proposed site plan **will not** cause unreasonable highway or public road congestion or unsafe conditions with respect to the use of the highways or public roads existing or proposed.
6. The proposed site plan **will** provide for adequate sewage waste disposal.
7. The proposed site plan **will not** cause an unreasonable burden on the municipality's ability to dispose of solid waste.
8. The proposed site plan **will not** have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, significant wildlife habitat identified by the Department of Inland Fisheries and Wildlife or the municipality, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline.
9. The proposed site plan **conforms** to the duly adopted site plan regulation or ordinance, comprehensive plan, development plan, or land use plan.
10. The developer **has** adequate financial and technical capacity to meet the standards of this section.
11. The proposed site plan **is not** situated entirely or partially within the watershed of any pond or lake or within 250 feet of any wetland, great pond or river as defined in Title 38, Chapter 3, subchapter I, article 2-B M.R.S.A.
12. The proposed site plan **will not** alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water.
13. The proposed site **is not** situated entirely or partially within a floodplain.
14. All freshwater wetlands **have** been shown on the site plan.
15. Any river, stream, or brook within or abutting the site plan **has** been identified on any maps submitted as part of the application.
16. The proposed site plan **will** provide for adequate storm water management.
17. The proposed plan **will not** negatively impact the ability of the City to provide public safety services.

**Conditions:**

1. Approval is dependent upon, and limited to, the proposals and plans contained in the application dated July 12, 2018 and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board, and any variation from such plans, proposals and supporting documents and representations are subject to review and approval by the City Planner or the Planning Board.
2. Consistent with Section 504.3, the Code Enforcement Officer shall not issue any permits until a site plan has been approved by the Planning Board and a Mylar signed by the Planning Board. Mylars must be submitted to the City within 90 days of Planning Board approval or the approval shall be null and void.
3. Prior to the release of the subdivision plan for recording with the Cumberland County Registry of Deeds
  - a. Documentation of all outstanding required Department of Environmental Protection permits must be submitted to the Planning Department.
4. Prior to any site disturbance or building permits being issued for the project:
  - a. All Staff comments must be addressed.
  - b. Review of building elevations to be consistent with submitted documentation or testimony.
  - c. Ability to Serve from Portland Water District.
  - d. Applicant will provide evidence of rights or easements for all signs not located on the Larrabee Heights II property.

- e. All recorded open space easements and access easements must be provided to the Planning Office for documentation.
  - f. Copy of recorded subdivision plan must be provided to the Planning Office.
  - g. Final design of wayfinding signage subject to the review of Fire and Code Enforcement to ensure compliance with life-safety standards.
  - h. A pre-construction meeting must be held with City Staff and the site work contractor. Contact the Planning Office to coordinate.
  - i. The applicant shall provide the digital data as required by Section 504.5.B.12 and 13. – verification with GIS coordinator.
  - j. An inspection fee shall be made payable to the City of Westbrook for inspection of site improvements made by the Code Enforcement Officer and/or other appropriate City staff. This fee is required per Section 500.8 of the Land Use Ordinances in order to cover the costs of inspection of site improvements - \$1,461,339.00
  - k. The applicant shall file a performance guarantee with the City of Westbrook. The amount of the guarantee shall be agreed upon in advance with the City of Westbrook and shall be of an amount to ensure completion of all on- and off-site improvements necessary to support the proposed project. A performance guarantee in the amount of \$29,226.78 is required.
  - l. Coordinate with the E911 Coordinator on addressing of the Buildings/Units.
  - m. Best management practices shall be adhered to during all ground disturbance operations. All Street Catch basins in the vicinity of earthwork operations shall have silt sacks installed & maintained for the duration of the work.
5. Prior to the first Occupancy Permit issuance:
- a. A site inspection of the improvements by the City to ensure public health & safety is addressed and compliance with the approval.
  - b. Street signs must be installed at Dottie’s Way and Liza Harmon Dr. and at Ruth Hunton Ct and Dottie’s Way.
  - c. RRFBs will be installed at the crosswalk across Main Street at Liza Harmon Dr with ADA accessible side walk ramps on both sides of Main Street, and all other improvements as shown on approved plans or stated for the record.
  - d. All site improvements must be installed, unless a performance guarantee amount is held in the amount of the remaining improvements.
  - e. Documentation of maintenance contractor for Stormwater Best Management Practices.
6. Prior to release of the performance guarantee, the site will be in compliance with the approved plan and as-built plan provided in City approved format for the GIS system.
7. The applicant shall comply with the requirements of local and state authorities for life and safety requirements
8. The applicant shall comply with Chapter 37, the local Post Construction Stormwater Management Ordinance. On January 15th every year, a copy of the maintenance log for the previous year for the stormwater treatment features associated with this project needs to be provided to the Planning Office.
9. Project letters with conditions to be part of the approval:
- a. Fire Department Letter of August 10, 2018.
    - i. Letter of capacity from Portland Water District verifying 1,000 gpm capacity at the fire hydrant
    - ii. Letter from sprinkler contractor stating the later line coming in is large enough to supply the calculated flow without a sprinkler pump.



**2. 2018.34 – Amended Site Plan, Subdivision & Special Exception – 58 & 80 Main Street - Rock Row (previously called “Dirigo Plaza”) – Waterstone Properties Group**

Tax Map 042B Lots 9,10,11 & 14  
Zone: Gateway Commercial District

**PUBLIC HEARING**

**Project Description:**

The applicant is proposing an amendment to a previously approved site plan to reconfigure building layouts and internal traffic circulation.

**Project History:**

November 17, 2015	Workshop: Introduction of the development
March 1, 2016	Workshop: General overview of the project and focused on architecture and landscaping.
March 15, 2016	Workshop: Discussion on site circulation and layout
April 5, 2016	Workshop: Reviewed updates to architecturals, site layout, site amenities and provided information related to natural resources and utilities.
May 3, 2016	Workshop: Reviewed the stormwater report, landscaping and other related topics.
May 17, 2016	Joint Meeting with Portland: Recap of overall stormwater report and reviewed the Traffic report.
July 19, 2016	Public Hearing: Entire application discussion open to the public and Board. a) The Board granted a waiver from the parking standards from 1,753 spaces to 1,414 spaces b) The Board granted a waiver from Section 502.4 to permit all required subdivision plan information to be submitted in the plan set instead of on one subdivision.
September 20, 2016	Workshop: Recap of MDOT’s traffic mitigation permit.
October 18, 2016	Old Business: The Board voted unanimous in favor 7-0
January 3, 2017	Site Plan Amendment: Amendment to include construction phasing plan
July 17, 2018	Workshop: Introduction to a revised master plan for the site
August 21, 2018	Workshop – Site Plan Amendment; Phase 1

**Staff Comments:**

**Staff would propose the presentation of the project be done by “topic” to assist with the size of the application (Each topic below is numbered). We have asked the applicant to provide updates on the points listed below as well as how they have incorporated staff’s comments thus far. Please provide comments and questions during the course of each topic. Would suggest the public comments be collected by topic as well to assist with the conversation and feedback to the applicant.**

- 1) Traffic improvements
  - a. Update on proposed phasing of the offsite traffic improvements.
    - i. Some improvements to be phased based upon level traffic impact at time of occupancy.
  - b. Changes from original Traffic Movement approval
  - c. Metro Bus stop location

- i. Terminal St traffic light to be removed from TMP as the request was from a previous tenant not that the access met signal warrants.
      - d. Staff comments:
        - i. Signalization must be PACTS compliant
        - ii. With the removal of the traffic signal at Terminal, there may be a need for a pedestrian crossing system at this location.
        - iii. MDOT traffic movement permit – timeframe for approval?
- 2) Internal circulation/parking lots
- a. Changing patterns from original layout
  - b. Updated parking waiver request
  - c. Staff comments:
    - i. Provide clarity on what the overall approval will have for a parking waiver and what the Board is being asked to provide for a waiver for this project.
    - ii. Signage required at rotary to direct traffic
    - iii. Access road must be named and businesses addressed appropriately. (Not required until Phase 2 plans are submitted)
    - iv. The quick right turn from Main Street to access building 1-B has pedestrian and traffic safety concerns. Staff suggestion: Remove the sidewalk from that side of the access road and direct pedestrian traffic to the easterly side of the access drive to avoid the conflict.
    - v. Minimum depth of parking stall is 18.4'. Plans show 18'. Either revise or submit waiver request to the Planning Board.
    - vi. Market Basket parking lot - Appears that additional cart corrals to the northern part of the lot in the aisle where there are no corrals should be added to the layout.
    - vii. Show location of all stop signs and stop bars on the plan
    - viii. Stop sign missing behind Market Basket building in access drive.
    - ix. Concern on Stop control on the Western corner of the Market basket building for the access aisles that are all converging at that point. Please review.
    - x. Fire lane must be striped and signed as a no parking/tow away zone
- 3) Pedestrian circulation/amenities
- a. Sidewalks and patio areas
  - b. Staff Comments:
    - i. Containment of lake must be part of the phase 1 amendment
    - ii. Crosswalk required at southern intersection in the vicinity of building 1-F to 1-H
    - iii. Add a sidewalk on the eastern side of the Main Street access drive by Building A.
    - iv. Sidewalk connection missing from Larrabee access into site to create a loop system.
- 4) Building Elevations/Architecture
- a. Phase I buildings only – elevations included in packets.
  - b. Staff Comments:
    - i. Provide alternative material to EIFS.

- ii. Signage shown on elevations does not appear to be in compliance with ordinance requirements.
- iii. Are the elevation actually what will be installed or just concepts? If just concepts, we will require the applications return to the board for final review.
- iv. Market Basket signage above the cornice line needs to be adjusted to comply with ordinance.
- v. Each building must be equipped with exterior emergency alert lights
- vi. Dumpster locations and screening for new structures?

5) Landscaping

- a. What is seasonal color in the ground cover mean?
- b. Rearrange the east side of the Main St entrance landscaping to allow for the sidewalk and crosswalk connection from Building A.
- c. Provide explanation on Main St buffer and how the plan addresses that.

6) Utilities (Stormwater, Power, Sewer, water)

- a. Staff Comments:
  - i. Details surrounding connection of sewer to pump station on Terminal Street outstanding. Will need further review with Katherine Kelley
  - ii. In stormwater study – summary chart – 10 yr storm number was incorrectly stated in the total line – please correct.
  - iii. Erosion and sediment control plan is not included.
  - iv. Updated ability to serve documents from Portland Water district and the Westbrook Sewer Dept.
  - v. Stormwater ponds – forebays are needed (Put a concrete base in the forebay for ease of maintenance.
  - vi. Provide clean outs in underdrained lines in filter ponds.
  - vii. Provide differential in the approval of impervious cover for this area if different from first approval.

7) Update on permitting MDEP-Army Corp

- a. Status by applicant

8) Misc Comments:

- a. Radio system (DBA) testing in all buildings required
- b. Knox boxes required at all lake gates
- c. Free standing sign on sheet D3 needs to be updated.
- d. Fill in all zoning district standards (proposed) on the site plans.
- e. Provide updated performance guarantee estimate
- f. GIS Plans in compliance with the Ordinance State Plain requirements will need to be provided

9) Process (Staff will provide summary)

- a. Subdivision amendment – Waive joint meeting requirement
  - i. Portland to signs at an administrative level
  - ii. Board to take action on the subdivision plan at Public Hearing.
- b. Site Plan Amendment

- i. Updated phasing plan
- ii. New layout for Phase I
- iii. No further building permits will be allowed for subsequent phases

**Board Action:**

1. Waiver on Joint Meeting requirement for the Subdivision amendment.
2. Public Hearing will be set for September 18, 2018.