

TOWN OF VASSALBORO
SITE REVIEW APPLICATION
Major Project

The undersigned applies for a permit for the following use(s) to be issued on the basis of the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct.

Type of Project _____

Estimated construction costs _____

APPLICANT

Name _____ Telephone _____

Address _____

City/State _____ Zip _____

Is the owner of the proposed development a corporation? Yes No

If the answer is yes, please submit, as attachment 1, a certification of good standing from the Secretary of State, State of Maine.

Is the applicant the owner of the proposed development? Yes No

If the answer is no, name and address of the owner and, as Attachment 2, provide proof of right, title, and/or interest to the land to be developed. (A copy of the lease, copy of the purchase and sales agreement, or some other documentation will be sufficient).

LOCATION OF THE PROPERTY

Map _____ Lot _____

Submit, as Attachment 3, a copy of a USGS topographic map upon which is marked the location of the parcel to be developed.

Submit, as Attachment 4, a medium density soils map of the development area. A copy of the map is available in the Town Office.

Is the property part of a subdivision? ___ Yes ___ No

Is any part of the development site within 250 feet of any rivers, streams, water courses, ponds, and/or lakes? ___ Yes ___ No

What roads provide access to the lot?

Number Route _____

Camp Road _____

Subdivision Road _____

Logging Road _____

Names of abutting landowners:

Submit, as Attachment 5, a list of names, addresses and identifying lot numbers of all abutters. This information is available in the Town Office.

Have the abutting landowners been notified that a Site Review application has been filed?
 ___ Yes ___ No

Submit, as Attachment 6, a copy of the letter notifying the landowners and the green return receipt requested cards.

DEVELOPMENT LOT INFORMATION

Size of lot _____ acres

Give the size in square feet if less than two (2) acres _____

Road frontage _____

Shore frontage (if applicable) _____

Total area to be developed _____ square feet/acres.

Give the size in square feet if less than two (2) acres.

Describe the current use of the property.

Submit, as Attachment 7, a scale drawing that shows the area within 300 feet of the proposed development **as it currently exists**. The drawing should be drawn to a scale of not less than one (1) inch equals fifty (50) feet (1"= 50') and show the following:

- ___ property lines
- ___ existing sewerage disposal facilities
- ___ existing utility lines
- ___ existing wells
- ___ existing driveways
- ___ streams
- ___ wooded and open (field) areas
- ___ steep slopes (show direction)
- ___ any existing easements
- ___ existing right-of-ways
- ___ contours at intervals of not more than ten (10) feet
- ___ scale and north arrow
- ___ dimensions of existing features and distances from property lines
- ___ location of existing natural features
(water courses, marshes, rock outcroppings, stands of trees)
- ___ location and size of existing water/sewer mains
- ___ location and size of existing culverts, storm drains
- ___ existing structures
- ___ existing wet areas (swamps, bogs, marshes)
- ___ existing roads
- ___ rivers
- ___ ponds and lakes
- ___ map and lot from town tax maps
- ___ name and address of property owner

DEVELOPMENT INFORMATION

In a separate narrative, provide a detailed description of the work to be conducted at the site. The following statistical information should be included in the narrative and listed here for easy reference.

Are any new buildings proposed for the lot? Yes No

If yes, what kind(s) of building(s) are proposed? _____

Distance building(s) will be set back from the access road. _____

Distance buildings(s) will be set back from any water body _____

Dimensions of building(s)

	<u>Building #1</u>	<u>Building #2</u>	<u>Building #3</u>
Length	_____	_____	_____
Width	_____	_____	_____
Height	_____	_____	_____
Type	_____	_____	_____

Type of foundation (check one)

- Full basement slab sills
 frost walls posts other (explain)

Are any signs to be erected? Yes No Lighted? Yes No

If yes, give dimensions, colors and location

Describe any type of outdoor lighting to be used.

Are any new roads and/or parking areas to be constructed? Yes No

If yes, provide the following information:

- Length _____ right-of-way width _____
Travel width _____ number of culverts _____
Surface materials _____

Who will be responsible for continued road maintenance of all roads within the development? _____

Parking and/or other areas to be stripped or graded and not revegetated

- Yes No

If answer is yes, total area not to be revegetated _____

Dimensions of the parking and/or other area _____

Submit, as Attachment 8, a drainage and soil stabilization-revegetation plan. The plan should include any stabilization measures (rip rap, sodding, buffer strip plantings), culvert locations and sizes, and other drainage control measures (ditches, water bars)

DEVELOPMENT SITE PLAN

Submit, as Attachment 9, a scale drawing of the area after the development has been completed. The plan should be drawn to the same scale as Attachment 7 (no less than 1" = 50'). Contour lines may be drawn at five (5) intervals depending upon the nature of the project. The plan should include the following:

- Name, address and contact information for owner/developer
- scale and north arrow
- any proposed well location
- location of natural features (water courses, marshes, rock outcroppings
stands of trees)
- size, shape, and location of existing and proposed buildings
- location and dimensions of parking areas
- location and dimensions loading/unloading facilities
- points of ingress/egress of vehicles to and from site to public ways
- location of existing and proposed easements and rights-of-way
- location and dimensions of pedestrian access ways
- location and size of existing and proposed water/sewer mains
- location and size of existing and proposed culverts, storm drains
- location of outdoor lighting
- location and type of plantings and/or screenings
- location and type of signs and advertising features
- distance building(s) are located from property lines
- distance parking lots are located from property lines

Type of sewage disposal:

Existing _____

Proposed _____

Submit, as Attachment 10, a fully completed HHE-200 if applicable.

Water supply:

Existing _____

Proposed _____

PERFORMANCE STANDARDS

Please address the following questions regarding the proposed project in a separate narrative. In all instances, the burden of proof shall be on the applicant and such should include sufficient evidence so as to illustrate the degree to which the applicant plans to meet the standards of the ordinance. Responses to the following questions shall constitute evidence of compliance and should include details that will provide a complete picture of the project.

1. How will provisions for vehicular loading and unloading, parking, vehicular and pedestrian circulation on the site and adjacent onto adjacent public streets and ways will not create hazards to safety and conform to the standards listed in Section X, (A) (1)?
2. What steps will be taken to insure that the location or height of proposed structures and the proposed uses thereof will not be detrimental to other public or private development in the neighborhood (Section X, (A) (2)?
3. Site Design [as described in Section X, (A) (3)]:
 - How will the provisions for on-site landscaping provide adequate protection for the neighboring properties from any detrimental features of the proposed development?
 - How will the development provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for screening of mechanical equipment, service, and storage areas?
4. How will the proposed use will not impose any undue burdens, so far as can be determined, so as to exceed the capacity of the following as described in Section X, (A) (4)? Please address:
 - Sewers
 - Sanitary and storm drains
 - water
 - solid waste
 - fire protection
 - other public facilities
5. How does the project intend to show that storm water will be adequately drained from the site with no adverse impact on other property or publicly owned drainage systems as described in Section X, (A) (5)?

6. Soil erosion and all other adverse impacts on the soil, ground water and surface water shall be prevented; ground water shall not be adversely impacted in terms of quality or quantity. How does the plan provide adequate provisions for the collection and disposal of all storm water that runs off, through a storm water drainage system from:

- proposed streets
- parking areas
- roads and other surfaces?

Include a copy of any maintenance plan showing plans to avoid adverse impacts on abutting or downstream properties as described in Section X, (A) (6).

Applicants are advised to consult Maine Stormwater Rules for further information.

7. How will provisions for exterior lighting do not create hazards to motorists traveling on adjacent public streets and provide for the safety of occupants or users of the site as described in Section X, (A) (7)? How will such provisions not damage the value and diminish the usability of adjacent properties?
8. Has the applicant for site plan approval provided evidence of his/her financial capability to complete the development as planned and described in Section X, (A) (8)? This evidence could include a letter of support from an accredited financial institution or some other means of documenting financial solvency.
9. What provisions have been made to insure that the proposed development will not create safety hazards and will provide adequate access for emergence vehicles to the site and to all the buildings on the site as described in Section X, (A) (9)?
10. How will the proposed development not adversely affect the use and enjoyment of abutting property as a result of noise, vibrations, fumes, odor, dust, glare, or other cause as measured and described in Section X, (A) (10)

SITE REVIEW ORDINANCE SECTION X.
PERFORMANCE STANDARDS – Major

- A. The Site Plan shall be approved, unless the Planning Board makes a written finding that the applicant is not able to meet one or more of these standards. In all instances, the burden of proof shall be on the applicant and such burden of proof shall include the production of evidence necessary to complete the application.
1. The provisions for vehicular loading and unloading and parking and for vehicular and pedestrian circulation on the site and onto adjacent public streets and ways will create no hazards to safety and will conform to the following:

Access to the Site:

- a. Any driveway or proposed street must be designed so as to provide the minimum sight distance according to the Maine Department of Transportation standards, to the maximum extent possible.
- b. Points of access and egress must be located to avoid hazardous conflicts with existing turning movements and traffic flows.
- c. The grade of any proposed drive or street must be not more than +3% for a minimum of two (2) car lengths, or forty feet, from the intersection.
- d. The intersection of any access/egress drive or proposed street must function at a level which will allow for safe access into and out of the project if at least one thousand (1,000) trips are generated.
- e. Where a lot has frontage on two (2) or more streets, the primary access to and egress from the lot must be provided from the street where there is less potential for traffic congestion and for traffic and pedestrians hazards. Access from other streets may be allowed if is safe and does not promote shortcutting through the site.
- f. Where it is necessary to safeguard against hazards to traffic and pedestrians and/or to avoid traffic congestion, the applicant shall be responsible for providing turning lanes, traffic directional islands, and traffic controls within public streets.
- g. Access ways must be designed and have sufficient capacity to avoid queuing of entering vehicles on any public street.
- h. The following criteria must be used to limit the number of driveways serving a proposed project:
 - No use that generates less than one hundred (100) vehicle trips per day shall have more than one (1) two-way driveway onto a single roadway. Such driveway must be no greater than thirty (30) feet wide.
 - No use which generates one hundred (100) or more vehicle trips per day shall have more than two (2) points of entry from and two (2) points of egress to a single roadway. The combined width of all access ways must not exceed sixty (60) feet.

Access way Location and Spacing:

Access ways must meet the following standards:

- a. Private entrance/exits must be located at least fifty (50) feet from the closest un-signalized intersection and one hundred fifty (150) feet from the closest signalized intersection, as measured from the point of tangency for the corner to the point of tangency for the access way. This requirement may be reduced if the shape of the site does not allow conformance with this standard.
- b. Private access ways in or out of a development must be separated by a minimum of seventy-five (75) feet where possible.

Internal Vehicular Circulation

- a. The layout of the site must provide for the safe movement of passenger, service, and emergency vehicles through the site.
 - b. Nonresidential projects that will be served by delivery vehicles must provide a clear route for such vehicles with appropriate geometric design to allow turning and backing for a minimum of a vehicle with a wheelbase of 40 feet.
 - c. Clear routes of access must be provided and maintained for emergency vehicles to and around buildings and must be posted with appropriate signage (fire lane - no parking).
 - d. The layout and design of parking areas must provide for safe and convenient circulation of vehicles throughout the lot.
 - e. All roadways must be designed to harmonize with the topographic and natural features of the site insofar as practical by minimizing filling, grading, excavation, or other similar activities which result in unstable soil conditions and soil erosion, by fitting the development to the natural contour of the land and avoiding substantial areas of excessive grade and tree removal, and by retaining existing vegetation during construction. The road network must provide for vehicular, pedestrian, and cyclist safety, all season emergency access, snow storage, and delivery and collection services.
2. The location or height of proposed structures and the proposed uses thereof will not be detrimental to other public or private development in the neighborhood.
 3. The provision for on-site landscaping provides adequate protection to neighboring properties from detrimental features of the development. The development must provide for the buffering of adjacent uses where there is a transition from one type of use to another use and for screening of mechanical equipment and service and storage areas.

Buffering must be designed to provide a year-round visual screen in order to minimize adverse impacts. It may consist of fencing, evergreens, berms, rocks, boulders, mounds, or a combination thereof.

A development must provide sufficient buffering when topographical or other barriers do not provide reasonable screening and where there is a need to:

- Shield neighboring properties from any adverse external effects of the development, or
- Shield the development from the negative impacts of adjacent uses.

The width of the buffer may vary depending on the treatment of the area. Within densely built-up areas, a buffer with dense plantings, fencing, or changes in grade may be as little as five (5) feet in width. A buffer with moderate levels of planting should be ten (10) feet to fifteen (15) feet in width. In suburban and rural settings, the width of the vegetated buffer should be increased to a minimum of twenty-five (25) feet. Areas adjacent to service loading or storage areas should be screened by dense planting, berms, fencing, or a combination thereof with a width of a minimum of five (5) feet.

4. The proposed use will not impose undue burdens so as to exceed the capacity of the sewers, sanitary and storm drains, water, solid waste, fire protection, or other public facilities.

Storage of Materials - Exposed nonresidential storage areas, exposed machinery, and areas used for the storage or collection of discarded automobiles, auto parts, metals or other articles of salvage or refuse must have sufficient setbacks and screening (such as a stockade fence or a dense evergreen hedge) to provide a visual buffer sufficient to minimize their impact on abutting residential uses and users of public streets.

All dumpsters or similar large collection receptacles for trash or other wastes must be located on level surfaces, which are paved or graveled. Where the dumpster or receptacle is located in a yard which abuts a residential or institutional use or a public street, it must be screened by fencing or landscaping.

Where a potential safety hazard to children is likely to arise, physical screening sufficient to deter small children from entering the premises must be provided and maintained in good condition.

5. The Site Plan provides sufficient information to show that storm water will be adequately drained from the site with no adverse impact on other property or publicly owned drainage systems.
6. Soil erosion and all other adverse impacts on the soil, ground water, and surface water shall be prevented. Ground water shall not be adversely

impacted in quality or quantity. Adequate provisions must be made for the collection and disposal of all storm water that runs off from proposed streets, parking areas, roofs and other surfaces, through a storm water drainage system and maintenance plan, which must not have adverse impacts on abutting or downstream properties.

7. The provisions for exterior lighting do not create hazards to motorists traveling on adjacent public streets and are adequate for the safety of occupants or users of the site and such provisions will not damage the value and diminish the usability of adjacent properties.

Exterior Lighting - The proposed development must have adequate exterior lighting to provide for its safe use during nighttime hours, if such use is contemplated.

Lighting may be used which serves security, safety and operational needs but which does not directly or indirectly produce deleterious effects on abutting properties or which would impair the vision of a vehicle operator on adjacent roadways. Lighting fixtures must be shielded or hooded so that the lighting elements are not exposed to normal view by motorists, pedestrians, or from adjacent dwellings and so that they do not unnecessarily light the night sky. Direct or indirect illumination must not exceed 0.5 foot-candles at the lot line or upon abutting residential properties.

All exterior lighting, except security lighting, must be turned off between 11 P.M. and 6 A.M. unless located on the site of a commercial or industrial use that is open for business during that period.

Wiring to light poles and standards must be underground.

8. An applicant for Site Plan approval has provided evidence of his financial capability to complete the development as planned. This could include a letter of support from an accredited financial institution or some other means of documenting financial solvency.
9. The proposed development will not create safety hazards and will provide adequate access for emergency vehicles to the site, and to all buildings on the site.
10. The proposed development will not adversely affect the use and enjoyment of abutting property as a result of noise, vibrations, fumes, odor, dust, glare, or other cause.

The maximum permissible sound pressure level of any continuous, regular or frequent or intermittent source of sound produced by any activity on the site shall be limited by the time period and by the abutting land use as

listed below. Sound levels shall be measured at least four (4) feet above ground at the property boundary of the source.

Sound Pressure Level Limits Using the Sound Equivalent Level of One Minute (leq 1) (Measured in dB(a)Scale)

<u>Abutting Use</u>	<u>7 am- 10pm</u>	<u>10pm - 7am</u>
Residential	55	45
Residential in a commercial area	65	55
Public, semipublic and institutional	60	55
Vacant or rural	60	55
Commercial	65	55
Industrial	70	60

Noise shall be measured by a meter set on the A-weighted response scale, fast response. The meter shall meet the American National Standards Institute (ANSI S1 4-1961) 'American Standards Specification for General Purpose Sound Level Meters.'