



Carla Nixon, AICP
Planning Director
Planning Department
Town of Cumberland
290 Tuttle Road
Cumberland, ME 04021

July 25, 2017

Sketch Plan Review - Major Subdivision and Site Plan – Updated Layout
Higbee Notch Apartments
251 Gray Road
Cumberland, Maine
Cumberland Assessor's Map U21 Lot 18
Denise Morgan, Megan Morgan and Nathan Pelsinski

Dear Carla,

On behalf of Denise Morgan, Megan Morgan and Nathan Pelsinski, we are submitting 15 copies of the enclosed updated application materials in support of a Sketch Plan review for a new residential apartment site located at 251 Gray Road. We appreciated the opportunity to initially discuss the project with Bill Longley, the Town's Code Enforcement Officer/Building Inspector on June 7, 2017, as well as our conversations with you, regarding the prior Sketch Plan application package submitted on June 27, 2017.

As we discussed, the Applicants have made some program changes that necessitated their withdrawal of the prior application materials on July 10, 2017. The enclosed Plans include a new layout, which integrates a variety of measures to reduce the extent of necessary sitework and overall construction costs.

With the submittal of these updated Application materials, we are respectfully requesting placement on the Planning Board's upcoming agenda on August 15, 2017.

As you know, the prior Plan proposed a 9 unit apartment site, which included three-triplex buildings, to be constructed in phases, on the Applicants' approximately 5.85 acre parcel.

The enclosed updated Plans propose an 8 unit apartment site, which includes two four-unit buildings. The project is proposed in two phases. This will allow construction of the first four-unit building upon receipt of all requisite approvals. The second building will be constructed at a later date, as part of the final phase of the project.

In order to accommodate the project phasing, two lots are proposed. A short section of private way is proposed off of Route 100, which will provide the requisite minimum 75' of frontage for each lot. A hammerhead turn-around is provided at the end of the private way.

From the terminus of the right of way, a shared private driveway will provide access to the 8 new market-rate apartments.

Zoning

As you know, the Applicants recently obtained a Zone Change to shift the VOC I/RR2 zone line which had split their property. With the Council's approval of the zone change, the site is now all located in Cumberland's VOC I (Village Office Commercial I) Zoning District, which allows multiplex dwellings.

Development Approach

As the plans demonstrate, the Applicants have established a development approach that provides site layout and features that are compatible with the natural setting, and a unified approach to the building and site design.

The enclosed updated Plans also focus the site improvements to the central portion of the property, allowing for larger open areas around the perimeter of the site. The short section of private way, with a hammerhead turn around and the proposed shared driveway also reduces the overall extent of sitework and land disturbance necessary to provide access to the units.

Parcel Overview

The site is located off Gray Road (Route 100). The property is shown on Cumberland Assessor's Map U21 as Lot 18. As discussed above, the parcel is located in the VOC I Zoning District, on the easterly side of Route 100. It is generally "T" shaped, with the development area located on the easterly end of the site.

The parcel has approximately 97.8 feet of frontage on Route 100. This strip of frontage extends approximately 300' off Route 100, to the point at which the parcel then widens out to approximately 475' to provide the proposed development area.

Thus, although the property does have some frontage on Route 100, given the nature of the parcel and the distance off the highway corridor to the development area, the proposed new residential multiplex buildings are not located proximate to Route 100.

Given the lot shape and terrain, the proposed new apartments are not expected to be visible from the Route 100 Corridor. Under the definitions contained in the Route 100 Design Standards, buildings that are not clearly visible from the U.S. Route 100 right-of-way would not meet the applicability criteria for the Route 100 Design Standards.

The easterly end of the parcel abuts the Piscataqua River. The mapped wetlands along the river identify the limits of the Special Flood Hazard Area. The upland area within 250' of the wetlands along the River is subject to the Shoreland Overlay District.

As the enclosed Plans demonstrate, the applicants are proposing some improvements in the Shoreland Overlay District; however, these improvements are outside of the 100' building setback, and at full build out remain well below the 20% allowable impervious area within the portion of the lot that is subject to Shoreland Overlay.

Residential properties are generally located to the north and south of the site, along Route 100. The homes on these abutting properties are located closer to Route 100 than the proposed new residences on the project site.

The Open Space for Stonegate Estates Subdivision is located to the east of the site, on the opposite side of the River.

Existing Conditions

An Existing Condition Survey has been completed by St.Clair Associates and is included as part of the Sketch Plan included in this submission package. The topographic data shown on the site is based on a combination of limited field survey conducted by our office in 2017 (within the previously disturbed areas of the site) coupled with LIDAR topographic data in the areas that had not been previously cleared on the site.

In 2000, a perimeter Boundary Survey had been completed on the site, by others, for a prior landowner. This prior survey information was reviewed, the research was updated, and field work was conducted to recover and tie into the existing property Monumentation to establish the boundary information shown on the enclosed Existing Condition Plan.

As the Survey demonstrates, the approximately 5.85 acre property has a relatively small amount of frontage along Route 100 (Gray Road), while the primary development area is located roughly 300' off Route 100. As discussed above, the easterly property line is formed by the meandering Piscataqua River.

The old Interurban Rail line previously crossed the lower portion of the site, generally parallel to the River. The relatively level area is evident across the site, but no rails or other features of this abandoned facility remain.

The prior landowners had begun construction of an access road to the rear of the site by doing some site clearing and filling. The approximate extent of the prior clearing is shown on the enclosed plans. The remainder of the site is wooded with a mix of evergreen and deciduous trees.

There is an approximately 46' total change in elevation from the highest point of the site, located at the Route 100 frontage, to the lowest point of the site at the River. The primary development area is situated roughly 16'-20' below the elevation of the site's entrance at Route 100. There is an outcrop of ledge in the development area that will be integrated into the site design. The extent of existing subsurface bedrock is not known at present.

Mark Hampton Associates has conducted a Natural Resource evaluation of the site, which includes a Wetland Delineation and Vernal Pool assessment of the site during this year's breeding season.

The wetland areas delineated by Mr. Hampton are shown on the enclosed plans. As these plans demonstrate, the wetland areas located on the site are primarily along the easterly property limits and include areas adjacent to the Piscataqua River.

There is also a pocketed wetland area on the southeasterly corner of the site that was presumably created by an impoundment associated with the old Interurban rail line. The mapped wetland areas are shown on the enclosed plans, based on GPS data provided by Mr. Hampton.

Mr. Hampton's Vernal Pool Assessment specifically observed the impounded wetland area for the potential presence of indicator species for identification of a Vernal Pool. As Mr. Hampton's letter report indicates, he visited the site on five occasions during a six week period during the breeding season and found no Vernal Pools.

Landowner and Applicants

The record owner of the property is Denise Morgan, who purchased the property in April of 2017. Mrs. Morgan's daughter, Megan Morgan, and Nathan Pelsinski are proposing to construct the Apartments on the property. One of the apartment units will be Ms. Morgan and Mr. Pelsinski's home. As such, the three are co-applicants on the site. A copy of Mrs. Morgan's deed is enclosed as evidence of ownership of the property.

Proposed Site Improvements

As the enclosed plans demonstrate, the Applicants are proposing to divide the approximately 5.85 acre site into two lots, both of which will have frontage on a proposed 50' wide Private Way off Route 100, called Higbee Lane.

The Subdivision will be called Higbee Notch Subdivision. Higbee Notch Apartments will be offered as market rate units.

Project Name and Road Name

The Morgan family are long-term residents of Cumberland and have been involved in the Fire Department for decades. Both Ms. Morgan (an RN) and Mr. Pelsinski (a full time Firefighter) are Firefighter/EMTs and are active members of the Cumberland Fire Department. The name Higbee Notch was selected for the project name as it is unique and tied to their involvement with the Fire Department.

A “Higbee Notch” refers to a guide used in the coupling on a fire hose. Based on a review of existing street names, it is expected that Higbee Lane will not be of concern from a Public Safety naming perspective.

Proposed Apartment Buildings

One four-unit apartment building is proposed on each of the two lots. Each building will be two stories tall with four apartments within it. Some buildings may have provisions for daylight or partial daylight basements depending on the site grading.

Building 1 will be home to Ms. Morgan and Mr. Pelsinski and will include a two bedroom unit, with provisions for a possible future garage beneath their unit. Three additional two-bedroom apartment units will be included in Building 1 as well. Building 2 will include four two-bedroom units. No garage is proposed with Building 2.

This brings a total number of apartments proposed on the site to 8, with a total of 16 bedrooms on the property. As shown on the enclosed Plans, based on the Density calculations in the VOC I zone, this site can support up to 21 bedrooms. As such, the project is well within the density standards for this Zoning District.

Site Access, Layout and Parking

The proposed Higbee Lane will be constructed as a short private way and will provide access to the two lots. This private way is located within a proposed 50' wide right of way that will terminate in a hammerhead, approximately 105' off Route 100. The proposed Higbee Lane will be constructed at 22' wide, with open swales (approximately 24" deep minimum) on either side.

The ditch depth along Higbee Lane has been increased above the 12" minimum to provide open drainage of the approximately 21" deep roadway section, in lieu of installation of underdrains within the private way section.

Given the proposed slope of Higbee Lane and the available relief on the site, the Applicants are respectfully requesting a waiver of the Cumberland Ordinance criteria for underdrains beneath this approximately 105' long private way.

From the terminus of Higbee Lane, a 22' wide shared gravel access drive will extend approximately 204' to the proposed location of the parking area for the two four-unit apartment buildings. This shared gravel driveway will be located in an access easement on both of the proposed lots.

The prior landowner had secured an MDOT Entrance Permit for the access off Route 100. The applicants will coordinate with MDOT to reapprove this access, as the prior landowner's permit has expired.

The applicants have coordinated with Bill Bray of Traffic Solutions to obtain a letter regarding the anticipated Trip Generation associated with the project and to evaluate sight distance at the proposed entrance off of Route 100. Based on Mr. Bray's recommendations, to the extent practicable, the entrance has been located at the northerly end of the site's frontage.

In order to access the area of the proposed new apartments, a slight curve has been introduced to better center the gravel access drive between the two new buildings. This gentle curve will add visual interest to the driveway and will provide a nice approach to the proposed new homes.

The two new four unit apartment buildings are located in the central portion of the site, generally within the area that had previously been filled and cleared by the prior landowner.

As previously noted, there is an approximately 16'-20' change in elevation from the entrance at Route 100 to the building area. This change in elevation aids in buffering the views between the site and adjacent properties and allows for building placement well above the river elevation.

In order to accommodate this grade change, the proposed gravel access drive has been designed with an average grade of slightly more than 7% for the majority of its length. At the intersection of Route 100, the average grade along Higbee Lane is expected to be approximately 1% to accommodate vehicle access.

In the area of the proposed Apartment Buildings 1 and 2, the average grades generally range between 1 and 3 percent to accommodate parking and maneuvering areas by the buildings. As the enclosed Sketch Plan demonstrates, the applicants are proposing pavement in the parking areas adjacent to the two buildings, but the access drive will remain gravel within the parking aisle.

Parking is provided for each unit at a ratio of two spaces per unit. This equates to a total of 16 parking spaces on the site. Parking has been designed to be proximate to each building to the extent practicable.

An approximately 5' wide grassed/landscaped strip is proposed along each building front. A 5' wide paved walkway is also proposed along the frontage of each building to provide pedestrian access to each apartment. This layout provides a minimum of 10' separation of the parking areas from the buildings.

Utilities, Solid Waste Disposal and Snow Storage

Each of the two proposed buildings on the site will be serviced by their own individual well and on-site septic disposal system on each lot. Overhead power, telephone and cable lines will be extended from Route 100 to a drop pole within the site. From the drop pole, services will be provided underground for each building. Above ground propane tanks will be installed, one for each building.

Mark Hampton Associates has conducted test pits on each lot to accommodate individual subsurface disposal systems for both apartment buildings. These test pits are shown on the enclosed plans. Although the applicants will be providing the test pit data for each new system, the applicants request that the requirement for a Nitrate Study for this site be waived, given the centralized site layout and the setting.

Individual wells will be drilled for each building at the time of construction. These wells will need to comply with the setback criteria from subsurface disposal systems on each site. Given the lot sizes, it is anticipated that sufficient well locations are available on each lot to accommodate the two proposed new buildings.

There is an existing public fire hydrant on Route 100, located approximately 840' from the project site. Given the proximity of the existing hydrant, building sprinkler systems are not required.

Residents will be required to bring their trash to the end of Higbee Lane at Route 100 for weekly municipal collection similar to other residential properties. No on-site dumpster is proposed. With the layout of the pavement on the site, the most likely areas for snow storage are off the easterly end of the parking area, as well as along the sides of the gravel access drive. Given the limited extent of pavement in the context of available open areas on the site, the need to accommodate snow storage can easily be met, even during larger storm events.

Landscaping, Lighting, and Signage Overview

The Applicants have sited the buildings on the property to provide a layout that accommodates the changes in grade on the site and allows for preservation of large wooded and natural areas along the easterly end of the site, as well as additional areas along the northerly and southerly sides of the buildings. These perimeter vegetated areas will aid in fitting the proposed new buildings into the overall site.

Each proposed four-unit building is two stories tall and has a base dimension of approximately 80' wide by 28' deep. This building scale is similar some single family residences that have been built in the community.

As such, foundation plantings along the fronts of each building are anticipated, similar to a typical residential building construction, but a formal Landscaping Plan is not proposed. The applicant is hereby respectfully requesting a waiver of the requirement for a formal Landscape Design Plan. We would be happy to coordinate with your office for recommendations for appropriate foundation plantings for each building.

The two proposed new buildings will include building mounted lighting at doorway entrances, similar to any residential home. No pole mounted lights are proposed. Residential scale lighting fixtures will be similar to those found on residences in the area. The fixtures will be shielded to direct the light downward to reduce potential sky glow. Given the limited nature of the site lighting program, the applicant is requesting a waiver of the requirement for a Site Lighting and Photometric Plan.

A "Stop" sign is proposed at the intersection of Higbee Lane and Route 100. No project signage is proposed, but each building and unit will be numbered based on Public Safety requirements.

Project Phasing

As noted above, Building 1 will be home to Ms. Morgan and Mr. Pelsinski. Building 1 will be constructed at the onset and will allow the applicants to reside on the property. The proposed Higbee Lane, the 22' wide shared gravel access driveway and eight parking spaces associated with Building 1 will be constructed as part of Phase 1, as well as the well and septic system and underground utilities for Building 1. The gravel turning and maneuvering area between the parking spaces for Buildings 1 and 2 will be constructed at its full width as part of Phase 1. It is expected that Phase 1 will be completed within 1 to 2 years of project approval.

Phase 2 of the project will include the construction of Building 2 and its eight associated parking spaces and associated site improvements (i.e. well and septic, and building services) on Lot 2.

Phase 2 may begin within up to 3 to 5 years after Building 1 is constructed.

Stormwater Overview-Waiver Request

Existing Conditions

The site is within the watershed of the Piscataqua River. Which is not an urban impaired watershed.

As noted previously, the site has an approximately 46' change in grade from the highest contour on the site (at Route 100) to the lowest areas on the site (along the River). Given the topography of the lot, runoff from the site flows generally in an easterly direction toward the River. Wetlands have been identified on the lower sections of the site, adjacent to the River.

There is a large rock outcrop located centrally within the site. There is a central ridge on the site, in the vicinity of this outcrop.

On the easterly end of the site, there is a slightly elevated level area which is evidence of the former Interurban railroad that once crossed the site. The former bed of the Interurban railroad appears to have created an impoundment that has also been identified as a wetland.

The site is primarily wooded with a mix of evergreen and deciduous trees. There is a cleared area on the site where the prior landowner began construction of an access off of Route 100, which included the placement of fill on the site.

Proposed Site Improvements

The enclosed Plans show the proposed site layout, which includes the construction of a short section of a paved private way to provide access to the two new four-unit apartment buildings on the site. Parking will be provided on site for a total of 16 parking spaces.

Each four unit building is a minimum of 80' wide by 28' deep. The base building sizes are similar in nature to the scale of some single-family homes constructed in the community.

The proposed construction of Higbee Lane, the proposed gravel access driveway and the proposed parking and maneuvering areas, along with the building's rooftops for the full build out of the project are expected to create approximately 17,563 sf (0.40 ac) of impervious area on the site.

The final site grading has not been completed, thus the exact extent of developed area on the site cannot be quantified; however, it is anticipated that the developed area on the site, including the areas necessary to construct the subsurface disposal areas for each building, will exceed one acre of disturbance.

Since the proposed developed area exceeds one acre, the project triggers the threshold for which MDEP Stormwater Permitting is required.

Since the site is not located in an urban impaired watershed, and the overall impervious area of the site is below one acre, the project is required to meet only the Basic Standards, and is not required to address the MDEP Chapter 500 Standards for Stormwater Quality or Quantity. Given the project size, the project qualifies under the MDEP Chapter 500 standards for a Stormwater Permit by Rule, which includes a 14 day review period.

Given the fact that the MDEP will not require provisions to meet the General Standards (i.e. stormwater treatment) or the Flooding Standard (i.e. evaluation of pre-vs. post-development peak discharges), the Applicant is respectfully requesting a waiver of submittal of a formal Stormwater Evaluation and stormwater modeling calculations.

In addition, since the site discharges directly to the Piscataqua River, it is anticipated that there is sufficient capacity to handle any slight increases in post-development discharge associated with these limited site improvements, and that discharge from this site, ahead of the arrival of upstream runoff is preferred in the overall watershed.

Erosion and Sediment Control

During construction, a stabilized construction entrance will be installed in the location of the entrance to Higbee Lane avoid tracking onto Route 100.

In addition, silt fence will be installed around the perimeter of the proposed limits of site disturbance. Paved areas will not be curbed, allowing sheet flow to the perimeter loamed and seeded areas.

Preliminary grading has been identified on the site to divert the drainage swales from each side of Higbee Lane, and along the gravel access driveway to the easterly end of the site to the discharge points adjacent to the river.

Given the setting and the proposed limited sitework and associated improvements, the applicant is respectfully requesting a waiver of a formal Erosion and Sediment Control Narrative to accompany the Notes and Details shown on the enclosed Plans.

Building Design

The proposed building has been designed by the Applicants in conjunction with Graiver Homes, the intended builder for the site. Preliminary Floor Plans and Building Elevations are included in process and will be submitted as part of the Preliminary Site and Subdivision Application. The architectural style of the buildings includes two stories and generally reflects a townhouse style with opportunities for partial and/or full daylight basements depending on the site grades.

Consultants

The applicants have assembled a well-established team of consultants to assist them in the design and permitting for their project as follows:

- **St.Clair Associates**-Land Surveying, Site Design and Local Permitting
- **Mark Hampton Associates**-Natural Resources, Soils and Septic Design
- **Bill Bray of Traffic Solutions**-Traffic

Technical and Financial Capability

As noted above, the applicants have retained a team of professionals to assist them in the process of designing and permitting their new site. Mrs. Morgan currently owns the property and Ms. Morgan and Mr. Pelsinski will be constructing the site improvements in a series of two phases over the course of several years.

They are currently working with their lender and builders to identify project budget costs associated with Phase 1, and will be obtaining a financial letter from their lender once the pricing process is complete.

Upon issuance of the lender's financial letter, this information will be provided for the Planning Staff's review as evidence of Financial Capacity.

Supporting Materials

In addition to this Cover letter, we have enclosed the Planning Board Site Plan Review Application Form, along with copies of the following:

- Copy of Deed for Property
- Sketch Plan showing the proposed two new four-unit apartment buildings

Requested Waivers

The Applicants are requesting waivers of the following items (please note, the narratives included herein provide further discussions relative to these waivers):

- Underdrains in the approximately 105' long Higbee Lane
- Stormwater Management
- Separate Erosion Control Plan Narrative
- Landscape Plan
- Lighting/Photometric Plan
- Nitrate Study
- Lighting locations and details

Closure

With the submittal of the information contained herein, we respectfully request your review of this material for placement on the Planning Board's August 15th Planning Board agenda for Sketch Plan review.

On behalf of Denise Morgan, Megan Morgan and Nathan Pelsinski, we look forward to the opportunity to discuss this matter with you and the other municipal staff members and peer reviewers as you conduct your review.

In the interim, if you have any questions or comments, or require any additional information, please do not hesitate to contact me.

We look forward to hearing from you.

Sincerely,

ST.CLAIR ASSOCIATES

A handwritten signature in black ink that reads "Nancy J. St. Clair". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Nancy J. St.Clair, P.E.,

Vice President

NJS/njs

Encl.

C: Denise Morgan, Megan Morgan and Nathan Pelsinski

APPENDIX "B"

SITE PLAN APPLICATION FOR STAFF REVIEW – MAJOR

Applicant's Name: _____

Applicant's Address: _____

Cell Phone _____ Home Phone _____ Office Phone _____

Project Address _____

Project Name _____

Describe Project _____

Number of employees _____

Days and Hours of operation _____

Project Review and Notice Fee _____

What is your interest in the property?

Own _____ Lease _____ Purchase and Sale agreement _____ (provide copy of document)

If you are not the owner, list owner's name, address and phone number _____

Boundary Survey

Submitted?: yes _____ no _____. If not, explain why and provide as much information as possible about the location of boundary lines.

Are there any deed restrictions or easements? Yes _____ No _____ If yes, provide information and show easement location on site plan.

Building Information:

Are there existing buildings on the site? yes _____ no _____

Will they be removed? yes _____ no _____ (note: a demolition permit is required 10 days prior to demolition)

Will a new structure(s) be built on the site? yes _____ no _____

Describe: _____

Number of new buildings _____

Square footage _____

Number of floor levels including basement _____

Parking:

Number of existing parking spaces _____

Number of new parking spaces _____

Number of handicapped spaces _____

Entrance:

Location: _____

Width _____ Length _____

Is it paved? _____ yes: _____ no: _____ if not, do you plan to pave it?

Where will snow storage for entrance and parking be located? Show on site plan.

Utilities:

Water: Public Water _____ Well _____ (Show location on site plan)

Sewer/Septic: Public sewer _____ Private septic _____ (Show location on site plan and submit HHE-200 septic design or location of passing test pit locations if new system is proposed. Also show any wells on abutting properties within 200' of the site.

Electric: On site? yes _____ no _____

Show location of existing utility lines on site plan and indicate if they are above or below ground.

Signs:

Number: _____

Size: _____

Material: _____

Submit sign design and completed sign application.

Will the sign be lighted? _____ Submit information on type and wattage of lights.

Show location of sign(s) on the site plan.

Natural Features:

Show location of any of the following on the site plan:

river _____ stream _____ wetland _____ pond _____ lake _____ stone walls _____ are there any other historic or natural features? _____

Lighting:

Will there be any exterior lights? yes _____ no _____ Show location on site plan (e.g., pole fixtures, wall packs on building) and provide fixture and lumen information.

Trees:

Show location of existing trees on the site plan and indicate if any are to be removed.

Landscaping:

Is there existing landscaping on the site? yes _____ no _____ Show type and location on site plan.

Is new landscaping proposed? (Note: if property has frontage on Route 100, a 25' landscape easement to the Town is required)

Buffering:

Show any existing or proposed buffering measures for adjacent properties, e.g., plantings, fences.

Erosion Control:

Has an erosion and sedimentation control plan been submitted: yes _____ no _____

Stormwater Management Plan

Provided stormwater information for both pre and post development of the site. Show location of any detention areas and/or culverts on the site plan.

Fire Protection

Location of nearest hydrant_____ sprinklers? yes_____ no_____

Do you plan to have an alarm system? yes _____no _____ Please contact the Fire Department at 829-4573 to discuss any town or state requirements (829-4573)

Trash

Will trash be stored inside_____ outside_____. If outside, will a dumpster be used? yes_____ no_____. Show location on site plan and show type of screening proposed (e.g., fencing, plantings)

Technical Capacity

List and provide contact information for all consultants who worked on the project, for example: licensed land surveyor, licensed soils evaluator, professional engineer, attorney, etc. _____

Financial Capacity

How do you intend to fund construction of the project? If obtaining a bank loan, provide a letter from the bank_____

Note: There are several areas in town that have design standards relating to building style, materials, signs, lighting and landscaping.. Please discuss this with the Town Planner if your property has frontage on Route 1, Route 100 or upper Main Street.

STAFF TO COMPLETE:

- Zoning District:_____
- Minimum Lot Size:_____
- Classification of proposed use:_____
- Parcel Size:_____
- Frontage: _____
- Setbacks: Front_____ Side_____ Rear_____
- Board of Appeals Required?
- Tax Map _____ Lot_____ Deed Book_____ Deed Page_____
- Floodplain map number_____ Designation_____
- Vernal Pool Identified_____
- Parcel in a subdivision?_____
- Outside Agency Permits Required:
MDEP Tier 1_____ MDEP Tier 2 _____ Army Corps of Engineers_____
- MDEP General Construction (stormwater) Permit (for disturbance of _____ sq. ft.
- MDOT Entrance Permit_____
- MDOT Traffic Movement Permit_____
- Traffic Study Required?_____
- Hydrogeologic Evaluation?_____
- Market Study?_____

APPENDIX "C"

PLANNING BOARD SITE PLAN REVIEW APPLICATION

Applicant's Name: _____

Applicant's Address: _____

Cell Phone: _____ Home Phone _____ Office Phone _____

Project Address _____

Project Name _____

Describe Project _____

Number of employees _____

Days and Hours of operation _____

Project Review and Notice Fee _____

Name of Representative: _____

Contact Information: Cell: _____ Office: _____

PLEASE SUBMIT 15 COPIES OF ENTIRE SUBMISSION PACKET

DEADLINE IS 3 WEEKS PRIOR TO NEXT SCHEDULED PLANNING BOARD MEETING WHICH IS USUALLY HELD ON THE 3RD TUESDAY OF EACH MONTH.

What is the applicant's interest in the property?

Own _____ Lease _____ Purchase and Sale agreement _____ (provide copy of document)

Boundary Survey

Submitted?: yes _____ no _____

Are there any deed restrictions or easements? yes _____ no _____ If yes, provide information and show easement location on site plan.

Building Information:

Are there existing buildings on the site? yes _____ no _____ Number: _____

Will they be removed? yes _____ no _____ (note: a demolition permit is required 10 days prior to demolition)

Will a new structure(s) be built on the site? yes _____ no _____

Describe: _____

Number of new buildings _____

Square footage _____

Number of floor levels including basement _____

Parking:

Number of existing parking spaces _____
Number of new parking spaces _____
Number of handicapped spaces _____

Entrance:

Location: _____
Width _____ Length _____
Is it paved? _____ yes: _____ no: _____ if not, do you plan to paved it?
Where will snow storage for entrance and parking be located? Show on site plan.

Utilities:

Water: Public Water _____ Well _____ (Show location on site plan)

Sewer/Septic: Public sewer _____ Private septic _____ (Show location on site plan and submit HHE-200 septic design or location of passing test pit locations if new system is proposed. Also show any wells on abutting properties within 200' of the site.

Electric: On site? yes _____ no _____

Show location of existing and proposed utilities on the site plan and indicate if they are above or below ground.

Signs:

Number: _____

Size: _____

Material: _____

Submit sign design and completed sign application.

Will the sign be lighted? _____ Submit information on type and wattage of lights.

Show location of sign(s) on the site plan.

Natural Features:

Show location of any of the following on the site plan:

river _____ stream _____ wetland _____ pond _____ lake _____ stone walls _____ are there any other historic or natural features? _____

Lighting:

Will there be any exterior lights? yes _____ no _____ Show location on site plan (e.g., pole fixtures, wall packs on building) and provide fixture and lumen information and photometric plan.

Trees:

Show location of existing trees on the site plan and indicate if any are to be removed.

Landscaping:

Is there existing landscaping on the site? yes _____ no _____ Show type and location on site plan.

Is new landscaping proposed? (Note: if property has frontage on Route 100, a 25' landscape easement to the Town is required)

Buffering:

Show any existing or proposed buffering measures for adjacent properties, e.g., plantings, fences.

Erosion Control:

Has an erosion and sedimentation control plan been submitted: yes _____ no _____

Stormwater Management Plan

Provided stormwater information for both pre and post development of the site. Show location of any detention areas and/or culverts on the site plan.

Fire Protection

Location of nearest hydrant _____ sprinklers? yes _____ no _____

Do you plan to have an alarm system? yes _____ no _____ Please contact the Fire Department at 829-4573 to discuss any town or state requirements (829-4573)

Trash

Will trash be stored inside _____ outside _____. If outside, will a dumpster be used? yes _____ no _____. Show location on site plan and show type of screening proposed (e.g., fencing, plantings)

Technical Capacity

List and provide contact information for all consultants who worked on the project, for example: licensed land surveyor, licensed soils evaluator, professional engineer, attorney, etc. _____

Financial Capacity

Please indicate how project will be financed. If obtaining a bank loan, provide a letter from the bank _____

Zoning District: _____

Minimum Lot Size: _____ **Classification of proposed use:** _____

Parcel Size: _____ **Frontage:** _____

Setbacks: Front _____ **Side** _____ **Rear** _____

Is Board of Appeals Required? _____

Tax Map _____ **Lot** _____ **Deed Book** _____ **Deed Page** _____

Floodplain map number _____ **Designation** _____

Vernal Pool Identified? no

Is parcel in a subdivision? no

Outside Agency Permits Required:

MDEP Tier 1 MDEP Tier 2 Army Corps of Engineers

MDEP General Construction (stormwater) Permit (for disturbance of 1 acre or more) X

MDOT Entrance Permit X

MDOT Traffic Movement Permit

Traffic Study Required X

Hydrogeologic Evaluation

Market Study

Route 1 Design Guidelines?

Route 100, VMU, or TCD Design Standards? N/A

Applicant's Signature 

Submission Date: July 25, 2017

WARRANTY DEED
MAINE STATUTORY SHORT FORM

DLN: **1001740013452**

KNOW ALL MEN BY THESE PRESENTS, that we, **Alexandr Kasianov and Lubov Kasianov**, of 959 Highland Avenue, South Portland, ME 04106, for consideration paid, grant to **Denise E. Morgan**, of 2 Forest Lane, Cumberland, ME 04021, with **WARRANTY COVENANTS**, the following described real property:

See attached Exhibit A

For title of Grantor, reference is hereby made to a deed from Estate of Cathleen Copp Allen to Alexander Kasianov and Lubov Kasianov dated April 24, 2002 and recorded in the Cumberland County Registry of Deeds in Book 17572, Page 194.

Witness our hands and seals this 24th April, 2017.

Signed, sealed and delivered in the presence of:

 Witness

Alex Kasianov
 Alexandr Kasianov

STATE OF MAINE
 COUNTY OF Cumberland, ss

Date: April 24th, 2017

Personally appeared the above-named **Alexandr Kasianov** and acknowledged the foregoing to be his free act and deed.

Before me,

Jeffrey R. Vigue
 Notary Public

Print name: _____

My commission expires: _____

Jeffrey R. Vigue

Attorney at Law

MAINE REAL ESTATE TAX-Paid

Witness our hands and seals this 20 April, 2017.

Signed, sealed and delivered in the presence of:

Witness

MANIA NGUYEN

Lubov Kasianov
Lubov Kasianov

STATE OF Florida
COUNTY OF Escambia, ss

Date: April 20, 2017

Personally appeared the above-named **Lubov Kasianov** and acknowledged the foregoing to be her free act and deed.

Before me,

Magan Glover
Notary Public

Print name:

Magan Glover

My commission expires:

10/21/18



EXHIBIT A

A certain lot or parcel of land situated on the Easterly side of Route 100 in the Town of Cumberland, County of Cumberland and State of Maine, being more particularly described as follows:

Beginning at a 5/8" capped rebar to be set on the Easterly sideline of said Route 100 at the Northwestern corner of land now or formerly of Senence (9098/222); thence N 00° 24' 51" E along said sideline of Route 100 a distance of 97.82 feet to a 5/8" capped rebar to be set at the Southwesterly corner of land now or formerly of Nielsen (3492/248); thence S 78° 14' 14" E along land of said Nielsen 299.94 feet to a 5/8" capped rebar to be set at the Southeasterly corner of said Nielsen land; thence N 03° 31' 45" E continuing along land of said Nielsen 150.74 feet to a 5/8" capped rebar to be set at the Northeasterly corner of said Nielsen and along the Southerly property line of land now or formerly of Dupuis; thence S 87° 58' 28" E continuing along said land of Dupuis 238.49 feet to a 5/8" capped rebar set in the ground at the Southeasterly corner of said Dupuis and on the Westerly sideline of the former Portland-Gray-Lewiston Railroad (a/k/a Interurban Railroad); thence continuing S 87° 58' 28" E crossing said Railroad along land now or formerly of Allen 216 feet, more or less, to the approximate center of the West Branch of the Piscataqua River and land now or formerly of Piampiano; thence in a southerly direction following the approximate center of the said River and land of said Piampiano 600 feet, more or less, to a point near the end of a stone wall; thence N 77° 49' 18" W following said stone wall crossing said Railroad 183 feet, more or less, to a 5/8" capped rebar to be set on the Westerly sideline of said Railroad at the Northeasterly corner of land now or formerly of Smith (3805/1); thence continuing N 77° 49' 18" W following said stone wall and along land of said Smith 320.97 feet to a stonewall corner at the Southeasterly corner of land now or formerly of Michaud (4251/306); thence N 00° 26' 52" E along land of said Michaud and Senence following a stone wall 225.00 feet to a 5/8" capped rebar to be set at the Northeasterly corner of said Senence; thence N 77° 49' 28" W along land of said Senence 300.33 feet to the point of beginning.

All bearings are referenced to Magnetic North 1992.