

MEMORANDUM

TO: North Yarmouth Planning Board
Through Ben Scipione, Code Enforcement Officer

CC: Robert G. Taisey, Assured Solar Energy

From: Kate Burch, Planner, North Star Planning

RE: Assured Solar Energy Site Plan Application – Planning Board meeting
March 14, 2023

Date: March 2, 2023

Overview

The applicant proposes to convert the existing structures at 111 Mountfort Road into the base of operations for Assured Solar Energy, a general contracting business. Business operations include customer service, receiving deliveries and storing construction materials, pre-assembly, and vehicle and equipment storage and maintenance. Work hours are Monday through Thursday from 7 am – 5 pm.

The four existing structures consist of a four-bay garage, a metal building, a mobile home with additions, and a one-bay open garage. All buildings are located in excess of minimum setbacks, and the closest building is approximately 500' from Mountfort Road. The applicant plans to bring shipping containers on-site and place them next to existing buildings to use for storage of materials and equipment. The exteriors of all buildings will remain the same. Interior renovations are planned to convert some of the existing residential structure to office space.

The property is screened from the road and neighboring residential uses by existing wooded areas, which will remain. The applicant plans to do only

minimal clearing near existing buildings to add space for employee and company vehicle parking. The applicant does not plan to add any paving.

The applicant plans to upgrade the electrical service. The current septic and well systems will remain, and usage will not exceed the capacity of these systems.

Solid waste will be taken to scrap yards or held in a small dumpster before removal. The dumpster will be screened from neighboring residential uses.

Applicant: Robert Taisey

Owner: same as the applicant

Location: 111 Mountfort Road

Zoning: Farm & Forest

Tax Map Number: Map 4 Lot 25

Existing Land Use: single-family detached dwelling

Proposed Land Use: general contracting business and single-family residential unit

Acreage: 1.5 acres

Waivers: The applicant has not requested any waivers.

Site Walk: A site walk will not be held for this project.

Public Hearing: A public hearing for this project has not been scheduled and is not required.

Completeness Review: NSP reviewed the project for completeness.

Application Stage: The Board should vote on application completeness. If the application is voted complete, the Board may proceed to a vote for final approval, or the Board can vote on holding a public hearing.

Suggested Motion: To approve the Assured Solar site plan as submitted pursuant to the Findings of Fact in the memo dated March 2, 2023.

Site Plan Review - Findings of Fact:

1. Utilization of the Site

- The applicant plans to utilize the existing buildings located at 111 Mountfort Road for a general contracting business.
- The project is located in the Farm and Forest zone and is abutted by single-family residential properties.
- The property includes 4 existing structures: a four-bay garage (1,152 SF), a metal building (2,928 SF), a mobile home with additions (1,890 SF), and a one-bay garage (384 SF).

2. Utilities

- The applicant is expanding the existing electrical service, and will use existing wood, oil, and propane heat.
- The applicant will use existing septic and well.

3. Building Standards

- The project will utilize the existing building for their business.
- The applicant will bring shipping containers on-site to use as storage and place these next to existing buildings.

4. Impact on Community Facilities

- No negative impact on community facilities will result from this project.

5. Hazardous Materials and Emissions

- The applicant does not use or store hazardous materials in quantities larger than household size, apart from off-road diesel fuel.
- All hazardous materials will be stored in compliance with Maine and North Yarmouth regulations.

6. Exterior Lighting

- The applicant will install LED wall packs for exterior lighting on existing buildings.

7. Financial and Technical Capacity

- The applicant has provided their contract agreement for the property.
- The applicant provided a bank letter demonstrating financial capacity.

8. Landscaping, Buffers and Screening

- Existing wooded areas that buffer the property from the street and neighboring residential uses will remain.

9. Noise

- No noise levels in excess of the town standards will result from the project.

10. Signs

- The applicant plans to install a sign with the name and address of the business, within the size requirements.

11. Storage of Materials

- The applicant will store scrap metal in plastic barrels, and solid waste in a mini dumpster. No storage will be visible from neighboring residential properties.

12. Stormwater Control

- The applicant has stormwater runoff analysis, and there are no anticipated impacts to runoff or drainage direction on this property.

13. Protection of Significant Wildlife Habitat

- There is no significant wildlife habitat identified on this parcel.

14. Access Management and Vehicular Circulation

- Vehicular access to the site will come from the existing driveway entrance off Mountfort Road.
- The applicant estimates the peak hour traffic to be no more than 30 trips per hour (15 trips coming, 15 trips leaving) when employees are arriving for work and then heading out to job sites.

15. Pedestrian Ways and Bicycle Access

- No changes to sidewalks or other surrounding pedestrian areas are proposed.

16. Off-Street Parking and Loading

- The applicant proposes to create an unpaved employee parking area.

Conclusions of Law:

1. The development **will** reflect the natural capabilities of the site to support development.
2. ~~Utilities serving developments in the Village Center District and Village Residential District **will/will not** be installed underground. (NA)~~
3. The proposed development **will not** result in a negative impact to the environment or to the community facilities or services.
4. The development **will not** contribute emission of dust, ash, smoke or other particular matter.
5. The proposed development **will** have adequate exterior lighting to provide for its safe use during nighttime hours.
6. The landscape **will** be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, retaining existing vegetation where desirable, and keeping any grade changes in character with the general appearance of neighboring areas.
7. The development **will** control noise levels such that it **will not** create a nuisance for neighboring properties.
8. The size, location, design, color, texture, lighting and materials of all exterior signs **will not** detract from the design of proposed buildings and structures.
9. Exposed non-residential storage areas, exposed machinery, and areas used for storage **will** have sufficient setbacks and screening.
10. Adequate provisions **will** be made for the collection and disposal of all storm water that runs off proposed roads, parking areas, roofs and other surfaces.
11. Developments **will** be designed to protect and conserve important wildlife habitat to the greatest extent feasible.
12. The layout of the site **will** provide for the safe movement of passenger, service, and emergency vehicles throughout the site.
13. The site plan **will** provide for a system of pedestrian ways within the development appropriate to the type and scale of development.
14. Parking areas **will** be constructed to protect the natural environment and visual character of the community, improve pedestrian safety and accessibility, and promote the quality of life in developed areas.

Sketch Plan Submission Requirements	Included/Not Included	Notes
A fully executed and signed copy of the application	x	
Evidence of payment of the application	x	
11 copies of written materials plus 11 sets of maps or drawings	x	
General Information	Included/Not Included	Notes
Record owner's name, address, and phone number and applicant's name, address and phone number	x	
The location of all required building setbacks and buffers	x	
Names and addresses of all property owners within 500 feet of any and all property boundaries	x	
Sketch map	x	
Boundaries of all contiguous property under the control of the owner or applicant	x	
Tax map and lot number	x	
A copy of the deed	x	
The name, registration number and seal of the person who prepared the plan	x	
Evidence of the applicant's technical and financial capacity	x	
Existing Conditions	Included/Not Included	Notes
Zoning classification	x	
The bearings and length of all property lines of the property to be developed	x	
Location and size of any existing sewer and water mains, culverts and drains	N/A	
Location, names and present widths of existing public and/or private roads	x	
The location, dimensions and ground floor elevation of all existing buildings	x	
The location and dimensions of existing driveways, streets, roads, parking, and loading areas	x	
Location of intersecting streets, roads or driveways within two hundred (200) feet of the site	x	
The location of open drainage courses, rivers, ponds, wetlands, vernal pools, streams	x	
The direction of existing surface water drainage across the site	x	
The location, front view, dimensions and lighting of existing signs	N/A	

Location and dimensions of any existing easements and copies of existing covenants or deed restrictions N/A

The location of the nearest fire hydrant or other water supply for fire protection x

Proposed Development Activity	Included/Not Included	Notes
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Estimated demand for water supply and sewage disposal	x	
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The direction of proposed surface drainage	x	
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Provisions for handling solid waste	x	
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The location, dimensions and materials to be used in the construction of proposed driveways, parking and loading areas	N/A	No new paved areas proposed
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A proposed landscaping and buffering plan	x	
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The location and description of any stream, pond, vernal pool and/or wetland buffers	x	
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The location, dimensions and ground floor elevation of all existing buildings	x	
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Building elevations	x	
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Location, front view, materials and dimensions of proposed signs	x	
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Location of all utilities	x	
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A general description of the proposed use	x	
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Driveway and entrance permit	N/A	
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Estimated peak hour traffic	x	not required (less than 20,000 SF ground disturbance)
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Storm water calculations	N/A	
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A utility plan	x	
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Additional Information	Included/Not Included	Notes
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Graphic representations of how the development will look upon completion	N/A	No new buildings proposed
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A grading plan showing the existing and proposed topography	x	
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A planting schedule keyed to the site plan	N/A	No new plantings proposed
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A storm water drainage and erosion control plan	x	
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A groundwater impact analysis	N/A	
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A traffic impact analysis	N/A	
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A written statement from any utility providing service to the project	N/A	No new utilities proposed
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Cost of the proposed development	N/A	
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Performance guarantees	N/A	
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