

MEMORANDUM

TO: North Yarmouth Planning Board
Through Tracey Cox Executive Assistant to Code Enforcement

CC: Nick Thompson – applicant

From: Sam Peikes, Associate Planner, North Star Planning *SP*

RE: Edge Energy – Preapplication Meeting July 12, 2022

Date: June 28, 2022

Overview

Edge Energy is a small mechanical contracting company specializing in retrofit heat pump and new construction furnace installation. The company will utilize the office space located at 18 Mill Ridge Road, which will be constructed on one of the lots from the previously approved Royal River Hills Subdivision. Approximately 1,000 square feet of the building will be for business activity. The project is located in the Village Residential Zone at Tax Map 16 Lot 37.

Because this is a preapplication meeting, the Board is not expected to vote on the project. The findings of fact are included below to let the applicant know the standards that are relevant to this project and the standards that are not applicable. The attached checklist includes a list of submission requirements needed for both sketch plan and final plan review project phases.

Applicant: Nick Thompson

Owner: Joel Duncan

Location: 18 Mill Ridge Road

Zoning: Village Residential

Tax Map Number: Map 16 Lot 41

Existing Land Use: barn, rural

Proposed Land Use: business/office space

Acreage: 3.38 acres

Waivers: The applicant has not submitted any waiver requests. Any waiver requests should be discussed at the preapplication meeting.

Site Walk: Any site visits should be scheduled at the preapplication meeting.

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

Pre-application Completeness Review: NSP reviewed the project for completeness. The applicant should address the following preapplication requirement:

-Sketch plan

Site Plan Review - Findings of Fact:

1. Utilization of the Site
 - The applicant intends to use the existing barn located at 18 Mill Ridge Road for an office space.
 - The property is surrounded by mostly forest with some residential houses.
 - The property is sited at the bottom of a hill and is surrounded by steeper topography to the east and west.
 - A wetland is located across from the project site.

2. Utilities

- The applicant should confirm if Central Maine Power will provide power and electricity to the building.
- The project will utilize the existing septic system for sewage disposal.
- The applicant should discuss if any new utilities will be installed or provided for the project.

3. Impact on Community Facilities

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

4. Hazardous Materials and Emissions

- No hazardous materials or emissions will result from the project.

5. Exterior Lighting

- The applicant should confirm if any new exterior lighting will be added to the property.

6. Landscaping, Buffers and Screening

- The applicant should confirm if any landscaping, buffers, and screening are proposed for the project.

7. Noise

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

8. Signs

- The applicant should confirm if any signs will be installed for the project.

9. Storage of Materials

- The applicant should confirm if there will be any exposed storage areas on the property.

10. Stormwater Control

- Surface drainage on site flows away from Mill Ridge Road towards the retention pond directly east of the property.
- The project will not alter existing drainage patterns.

11. Protection of Significant Wildlife Habitat

- The applicant should confirm if any significant wildlife is located within the project area.

12. Access Management and Vehicular Circulation

- Vehicular access to the site will come from Mill Ridge Road off of Mill Road.
- The site will have minimal vehicular access other than for employees.

13. Pedestrian Ways and Bicycle Access

- No pedestrian and bicycle access will be included for this project.

14. Off-Street Parking and Loading

- The following trucks will be parked on site: 2018 RAM Promaster, 2020 Ford Transit, 2020 Ford Transit, 2015 Chevy Express, 2019 Ford Super CAB.
- The applicant should clarify if any new parking will be added for the project.
- The applicant should show the location of loading and unloading areas for the next plan submission.

Conclusions of Law:

1. The development **will/will not** 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.
3. The proposed development **will/will not** result in a negative impact to the environment or to the community facilities or services.
4. The development **will/will not** contribute emission of dust, ash, smoke or other particular matter.
5. The proposed development **will/will not** have adequate exterior lighting to provide for its safe use during nighttime hours.
6. The landscape **will/will not** 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/will not** control noise levels such that it **will/will not** create a nuisance for neighboring properties.
8. The size, location, design, color, texture, lighting and materials of all exterior signs **will/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/will not** have sufficient setbacks and screening.
10. Adequate provisions **will/will not** 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/will not** be designed to protect and conserve important wildlife habitat to the greatest extent feasible.
12. The layout of the site **will/will not** provide for the safe movement of passenger, service, and emergency vehicles throughout the site.
13. The site plan **will/will not** provide for a system of pedestrian ways within the development appropriate to the type and scale of development.
14. Parking areas **will/will not** 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.

Preapplication Submission Requirements	Included/Not Included	Notes
Sketch plan	need	boundary survey submitted, need a sketch plan showing the site and other existing conditions
Project narrative	see word doc	
The proposed site	see pg. 1 of application	
The nature of the proposed use	see word doc	
A site inventory, analysis, and narrative	see word doc	
Copies of any available deeds	see pg. 2 of application	
Any issues about municipal regulations	not applicable	
Waiver requests	not applicable	
General Information	Included/Not Included	Notes
Record owner's name, address, and phone number and applicant's name, address and phone number	need	
The location of all required building setbacks and buffers	need	
Names and addresses of all property owners within 500 feet of any and all property boundaries	see pg. 1 of application	
Sketch map	need	
Boundaries of all contiguous property under the control of the owner or applicant	see pg. 1 of application	applicant also owns Lots 37 and 79
Tax map and lot number	Map 16 Lot 41	
A copy of the deed	see pg. 2 of application	
The name, registration number and seal of the person who prepared the plan	see pg. 1 of application	plan prepared by Wayne T. Wood & Co.
Evidence of the applicant's technical and financial capacity	need	
Existing Conditions	Included/Not Included	Notes
Zoning classification	Village Residential	
The bearings and length of all property lines of the property to be developed	need	
Location and size of any existing sewer and water mains, culverts and drains	not applicable	using existing septic
Location, names and present widths of existing public and/or private roads	need	need to provide road widths
The location, dimensions and ground floor elevation of all existing buildings	need	
The location and dimensions of existing driveways, streets, roads, parking, and loading areas	need	
Location of intersecting streets, roads or driveways within two hundred (200) feet of the site	see pg. 1 of application	Mill Road intersects the site
The location of open drainage courses, rivers, ponds, wetlands, vernal pools, streams	need	according to GIS there is a wetland east of the development
The direction of existing surface water drainage across the site	need	
The location, front view, dimensions and lighting of existing signs	unsure?	are there any existing signs?
Location and dimensions of any existing easements and copies of existing covenants or deed restrictions	see pg. 4 of application	road maintenance agreement/easement
The location of the nearest fire hydrant or other water supply for fire protection	need	
Proposed Development Activity	Included/Not Included	Notes

Estimated demand for water supply and sewage disposal	not applicable	
The direction of proposed surface drainage	not applicable	
Provisions for handling solid waste	need	
The location, dimensions and materials to be used in the construction of proposed driveways, parking and loading areas	not applicable	
A proposed landscaping and buffering plan	unsure?	will any landscaping be added?
The location and description of any stream, pond, vernal pool and/or wetland buffers	not applicable	
The location, dimensions and ground floor elevation of all existing buildings	need	
Building elevations	need	
Location, front view, materials and dimensions of proposed signs	unsure?	will any new signs be added?
Location of all utilities	need	
A general description of the proposed use	see word doc	
Driveway and entrance permit	not applicable	
Estimated peak hour traffic	not applicable	
Storm water calculations	not applicable	
A utility plan	need	
Additional Information	Included/Not Included	Notes
Graphic representations of how the development will look upon completion	not applicable	
A grading plan showing the existing and proposed topography	not applicable	
A planting schedule keyed to the site plan	not applicable	
A storm water drainage and erosion control plan	not applicable	
A groundwater impact analysis	not applicable	
A traffic impact analysis	not applicable	
A written statement from any utility providing service to the project	unsure?	is CMP power providing service to the project?
Cost of the proposed development	need	in the form of a letter certifying financial capacity
Performance guarantees	not applicable	