



TOWN OF YARMOUTH
200 Main Street, Yarmouth, Maine 04096
www.yarmouth.me.us

Planning Board Report
Travis Roy Arena, 497 Route One
Preliminary Plans for Building & Lot Plan & Major Site Plan
North Yarmouth Academy, Applicant
Map 32 Lot 125; SD-1 NYA Campus Special District
Prepared by Julie Dubovsky, Assistant Planner, and Erin Zwirko, Director of Planning and Development

Section 1. Introduction	2
1.1. Project Description.....	2
1.2. Review Requirements	5
1.3. Public Notice and Comment	5
Section 2. Character Based Development Code (CBDC) Review	5
2.1. CBDC Overview	5
2.2. NYA Campus Special District (SD-1) Review.....	6
2.3. CD4-C Route One Corridor Review	9
2.3.1 CD4-C Architectural Standards Review (Article 5.M).....	12
2.3.2 CD4-C Additional Relevant Standards.....	13
2.4. Waiver Requests	14
2.4.1. Parking Waivers	14
Related Site Improvements.....	14
2.4.2. Architectural Waivers	14
Section 3. Site Plan Standards Review (Chapter 702).....	15
Section 4. Motions - Building & Lot Plan and Site Plan.....	24
Section 5. Attachments.....	25

Section 1. Introduction

1.1. Project Description

North Yarmouth Academy (NYA) proposes to renovate and expand the existing Travis Roy Arena on their campus spanning from Route One to Main Street. The existing 25-acre campus serves kindergarten through Grade 12 students through a mix of academic and administration buildings, playing fields, and the ice arena. The 2,741 square foot two--story expansion will create a new primary entrance to the Arena, new locker rooms and support spaces, as well as a fitness and weight training facility on the second floor to support NYA's athletic programs. The façade of the Arena will be re-clad to update the longevity and durability and to connect with the proposed addition. Site improvements for accessibility, parking, utilities, landscaping, and stormwater management are also proposed.

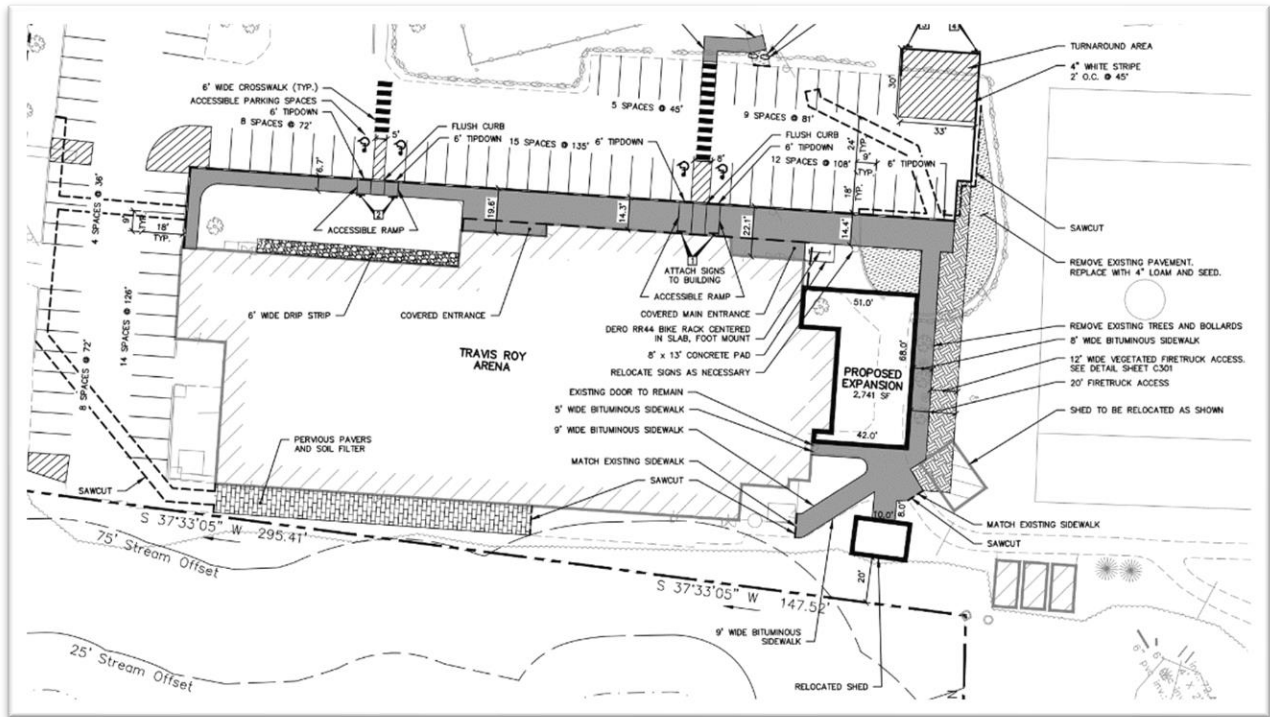


Google Streetview of Travis Roy Arena from Route One



Town GIS aerial with Ice Arena identified with a star; NYA Campus and SD-1 District Outlined in red

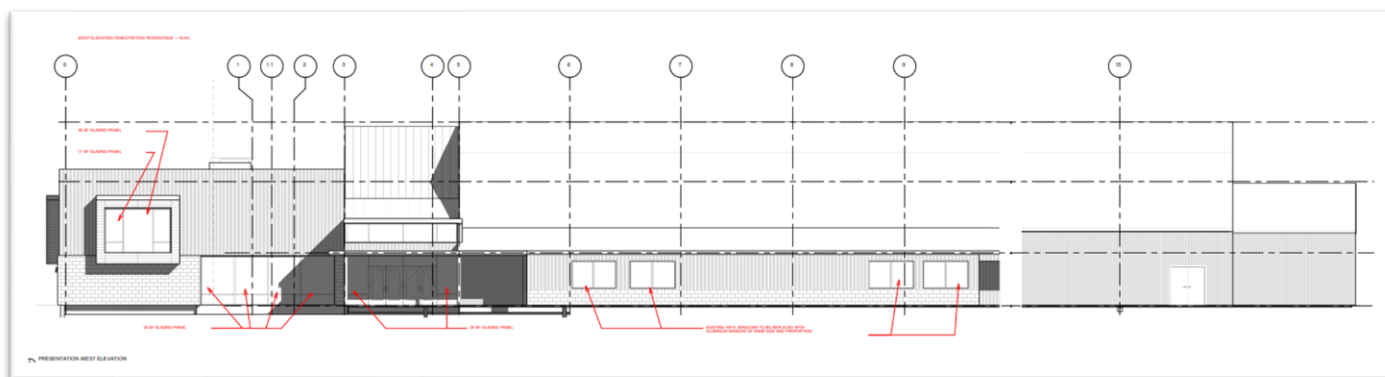
The proposed expansion is planned to extend into the campus to the north (i.e., away from Clayton's) and at a distance away from Route One. The connection point to the Clayton's property will remain open.



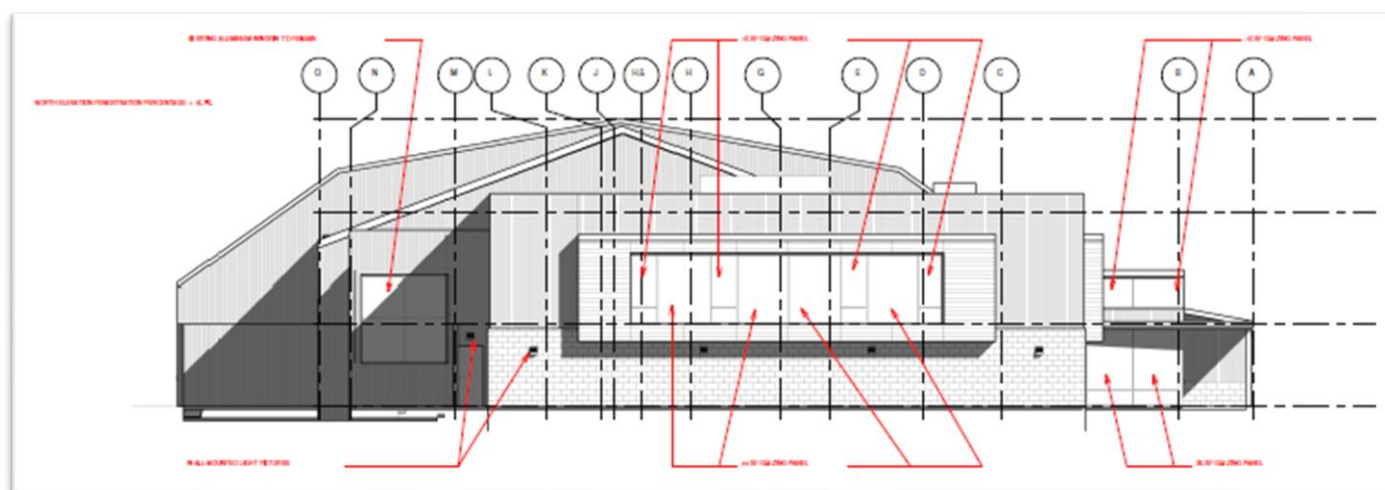
Preliminary Site Plan with Proposed Expansion identified in Bold



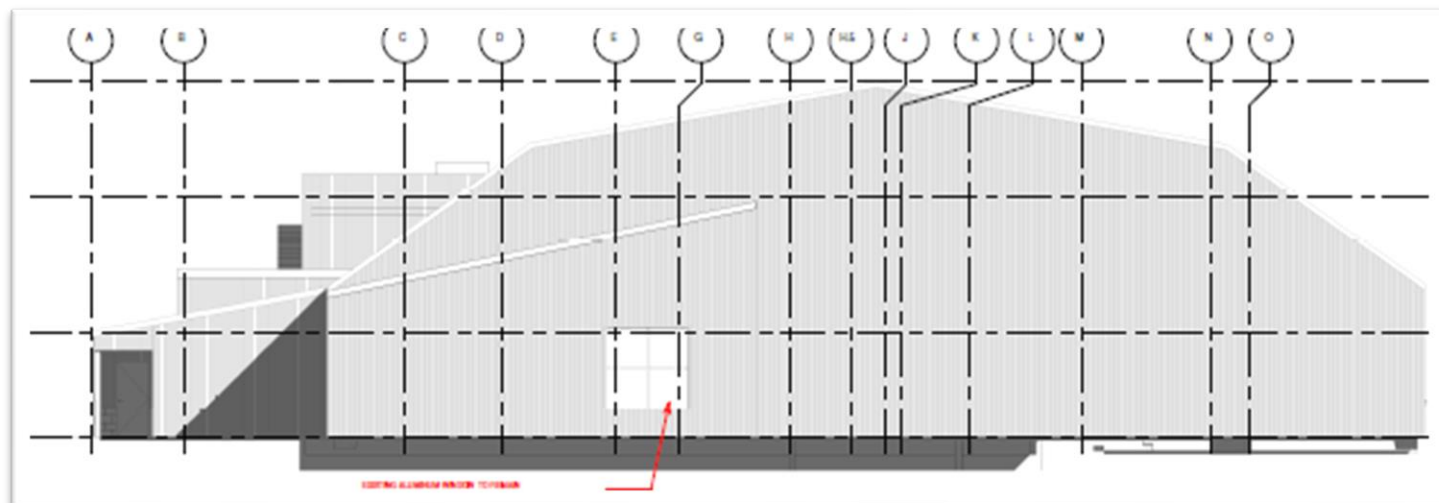
Proposed Rendering of Arena Expansion



Proposed West Elevation



Proposed North Elevation



Proposed East Elevation

The existing building is a prefabricated metal clad structure. As described in the materials, the existing West facing facade is a combination of fenestration, masonry, and vinyl clapboard profile siding. This facade is intended to be re-clad with new masonry and wood grain textured metal panels that correspond to the proposed addition. The proposed design of the facade includes three materials: the primary corrugated metal panel, a secondary metal panel that will be of a different texture and color, and a masonry unit either consisting of brick or ground face block to match the existing institutional qualities of the campus.

As described further in the materials, the proposed addition consolidates several varying roof conditions into one cohesive form. The existing entry vestibule is converted into interior program space. The remaining existing slab is repurposed for a new principal entry vestibule. A new canopy over the entrance also highlights the rhythm of material change and signifies the prominence of the main entry point.

1.2. Review Requirements

The proposal is being advanced at a Preliminary Site Plan level review. The submittal has occurred after a concept review and a pre-application meeting with NYA. This development will be reviewed pursuant to the following ordinances:

- CH. 703 Character Based Development Code (CBDC) Building and Lot Plan, SD-1, NYA Campus Special District, and
- CH. 702, Major Site Plan.

As noted in the Concept Review Staff Report of January 23, Town staff had a pre-application meeting with the applicant and consultants to discuss utility connections, stormwater management and the proposed architecture. At the Concept Review, the Planning Board requested further information on the parking agreement with Clayton's, signage, and renderings from varying perspectives.

1.3. Public Notice and Comment

Notices of this public hearing were sent to 38 property owners in the vicinity (within 500 feet) of the proposed development. As of this writing, we have not received any public comments.

Uses in Vicinity: The surrounding neighborhood consists of: **US Route One** – Clayton's, Walgreens, the Pratt-Abbott and Yarmouth Marketplace shopping plazas, and numerous other Route One businesses, **Main St.** – Town Hall, American Legion Log Cabin and skating pond, Professional Offices, Banks, with numerous single-family and multi-family homes located in the CD-4 Zoning District, and **Portland St. and Mayberry St.** – primarily single-family homes.

Section 2. Character Based Development Code (CBDC) Review

2.1. CBDC Overview

The project is subject to the Character Based Development Code (CBDC) and the applicant shall address all applicable standards. In addition to the questions regarding site standards of building placement, setbacks, and orientation, are the aesthetic qualities of the proposal. The applicant shall provide analysis and precedent to verify the design is in accordance with the intent of the CBDC Architectural Standards, *"The major goal of these architectural standards is to ensure that new development and redevelopment in any Character or Special District is attractive and visually compatible and complementary with the established and traditional historic form, scale, character and architecture of Yarmouth Village."*

2.2. NYA Campus Special District (SD-1) Review

The NYA Campus is in the NYA Campus Special District (SD-1). Chapter 703 states, *“This Special District is for educational institutions in a traditional historic campus setting, with Frontages along public Thoroughfares, being consistent with the Adjacent Character District and other boundaries Adjacent to Character Districts being buffered.”*

The proposed arena design is institutional in nature, which may be appropriate for the expansion of a pre-existing building. The façade materials include the primary corrugated metal panel, a secondary metal panel that will be of a different texture and color, and a masonry unit either consisting of brick or ground face block to match the existing institutional qualities of the campus. The building includes a new main entrance, and the proposed addition is a two-story expansion as shown in the rendering below.



Proposed Façade Rendering; North Elevation and West Elevation

NYA Campus Special District Standards (Article 4.D.2)

Due to the pre-existing nature of the Arena and the parking lot, many of these standards are not applicable as it is geared to the development of a Special District without any pre-existing buildings or features.

- 1. Development within this Special District shall comply with this Article 4.D, Articles 5.N, 5.O, 6.D.5, 6.G.3, and 6.G.5 and the standards and requirements of Table 4.C (Special District Standards).**

Town Staff may require further details to assess compliance, but an assessment per each section identified in the standard follows.

- 2. Except as expressly provided in this Article 4.D, no other setbacks, buffer or screening requirements are provided for in this Chapter.**

The proposed project is an expansion of an existing building.

- 3. Lots and Buildings on Lots Adjacent to any Character District shall follow, to the extent practical, the Building Placement, Building Form, Architectural, Landscaping, Yard Type, Building Type, Private Frontage, Public Frontage, Setback, and Lot Occupation standards of such adjacent District. If Adjacent to more than one Character District, the less restrictive standards shall apply.**

The proposed project is an expansion of an existing building. Per this standard, it is appropriate to follow the CD4-C, Route One Corridor District, requirements.

The proposal is required to follow the architectural standards of the CD4-C District to the extent practicable. As noted elsewhere in this staff report, certain elements of the addition are not consistent with the Article 5.M Architectural Standards, and the Planning Board may want to consider whether the architecture of the proposed addition and its relationship to the existing building is consistent with the Architectural Standards.

Much of the rest of this standard is likely not applicable as the Arena is a pre-existing building.

- 4. Except for such Adjacent Character District Standards, Development within the NYA Campus Special District shall otherwise comply with all standards and requirements applicable to such Special District, the applicable Building and Lot Principal Use standards of Table 5.J.1 (Building & Lot Principal Use). All points of Adjacency of such Special District with any public Thoroughfare shall include a minimum 6-foot-wide sidewalk.**

A sports stadium is an allowed use in the SD-1 District. Two existing sidewalks extend from Route One frontage to the Arena, including crosswalks across the parking lot.

- 5. Any part of a Lot Adjacent to a Thoroughfare shall be considered a Frontage. With respect to Lots Adjacent to more than one Thoroughfare, the Principal Frontage shall be indicated by the Applicant in the Special District Plan and all other Frontages of such Lot shall be considered Secondary Frontages.**

Route One is the principal frontage in this case.

- 6. A Lot may contain any number of Principal Buildings and any number of Outbuildings. Outbuildings shall be located in the Third Lot Layer or 20 feet from any external property boundary.**

The existing arena is the principal building and there are several outbuildings associated with it. At the concept review, a shed was proposed to be relocated, but was placed less than 20 feet from the property line. At this preliminary review, the shed is now placed at 20 feet from the property line consistent with this standard.

- 7. All non-Building components shall be located in the Second Lot Layer or Third Lot Layer, or 20 feet from any external property boundary, including but not limited to outdoor bleachers and ball fields, and shall be screened from the Frontage of any public Thoroughfare by Building, Streetscreen, decorative fence, or landscape screen.**

Although the Arena is set back from Route One, the fencing along Route One acts as a screen of the non-building elements on the property. The decorative screen used to protect the tennis courts during warmer months has been removed from the fence but it may be warranted to be installed and utilized year-round.

- 8. All loading and storage for Buildings shall be located along a side Elevation or at the rear Elevation. When located along a side Elevation, loading and storage areas shall be located in the Third Lot Layer and screened from the Frontage of any public Thoroughfare by a Building, Streetscreen, decorative fence, or landscape screen.**

All loading and storage for the expanded Arena is located along side elevations and within the third lot layer, at a distance from Route One.

9. Parking for Buildings and Lots shall be provided in accordance with Tables 5.K.1 and 5.K.2 (Parking Requirements and Shared Parking Factor) as if the NYA Campus Special District were in Character District CD4-C.

The parking lot at the arena provides 94 parking spaces. Additionally, there are other parking areas located across the NYA campus that can be used during peak usage. Based on a campus-wide parking count in 2020, there are approximately 179 parking spaces on the campus. Additionally, NYA has an agreement with the abutting property to the south to use up to 34 parking spaces. There is a shared driveway between the Travis Roy parking lot and the parking area for Clayton's.

It appears that the project is compliant with the standard that allows parking to be calculated based on a parking analysis. The Planning Board may want to review NYA's 2020 parking analysis.

10. Parking Lots and Parking Areas shall be landscaped and designed in accordance with Article 5.N.2.gg.

The existing parking lot will be restriped. The applicant has added vegetation along the edges of the parking lot and in other locations. As depicted on the Landscape Plan (note it is difficult to read), red maples are proposed between the tennis courts and the parking lot. Princeton elms are proposed in front of the Arena. Other vegetation is proposed on the northern side of the Arena expansion.

11. Access Driveways shall be 24 feet maximum width at the Frontage and through the depth of the First Lot Layer.

The existing channelized driveway will not change. However, the Town Engineer and DPW Director recommend that the small sidewalk connector proposed by the applicant be reconfigured to provide the appropriate radius, curb and behind curb sidewalk from both walkway ends, the one in the right of way and the one in the NYA parking lot. Also, the truncated dome crossing should be relocated to be more in line with the refuge island and the ramp across the entrance. This will greatly improve pedestrian safety for both visibility and reduced crossing time due to the shorter distance.

12. Parking shall be located in the Second and/or Third Lot Layers.

The parking lot predates the creation of the SD-1 District but is located in the first and second lot layers primarily.

13. The Uses allowed within the NYA Campus Special District shall be the Principal Uses set forth in Table 5.J.1 (Building & Lot Principal Use).

A sports stadium is an allowed use in the SD-1 District.

2.3. CD4-C Route One Corridor Review

As noted above, buildings and lots located within a Special District, but adjacent to a Character District shall follow, to the extent practical, the standards of those districts. Therefore, in the tables that follow reference the CD4-C standards for the proposed expansion of the Travis Roy Arena, which is the adjacent Character District.

**Table 5.F.2B Character District Standards
CD4-C Route One Corridor Applicable to the SD-1 District**

BUILDING PLACEMENT — PRINCIPAL BUILDING	
Front Setback, Principal Frontage	0 ft min, 15 ft max A
Front Setback, Secondary Frontage	2 ft min, 12 ft max B
Side Setback	0 ft min C
Rear Setback	greater of 3 ft min or 15 ft from center line of alley or from abutting residential zone D
YARD TYPES (see Table 5.G.1)	
Edgeyard	permitted
Sideyard	permitted
Rearyard	permitted
LOT OCCUPATION	
Lot Width	18 ft min, 200 ft max E
Lot Coverage	85% max
Frontage Buildout	50% min
BUILDING FORM — PRINCIPAL BUILDING	
Building Height	3 stories and 35' max F
First Story Height	10 ft min, 25 ft max
Upper Story Height	10 ft min, 15 ft max
Facade Glazing	20% min - 70% max non- shopfront, 70% min shopfront
Roof Type	flat, hip, gable, gambrel, mansard
Roof Pitch, if any	8:12 - 14:12
BUILDING & LOT PRINCIPAL USE	
See Table 5.J.1	

**Table 5.F.2B Character District Standards
Route One Corridor Applicable to the SD-1 District**

Building Placement-Principal Building	Required	Proposed	Finding
Front Setback Principal Frontage	0' Min - 15' Max	Existing building: +/- 200 feet	The existing Arena is located at a distance from the principal frontage. The expansion of the existing building does not change the existing setback.
Front Setback Secondary Frontage	2' Min; 12' Max	n/a	There is no secondary frontage.
Side Setback	0' Min	Existing building: 77 feet	The existing Arena is located at a distance from the principal frontage. The expansion of the existing building does not change the existing setback.
Rear Setback	3' Min 15' from CL of alley	15 feet	OK

Yard Type	Edge, Side or Rear Yard	n/a	The existing Arena does not closely follow these requirements; however, appears to be closely related to an edge yard.
-----------	-------------------------	-----	--

Lot Occupation			
Lot width	18' Min; 200' Max	464.75 feet	The lot is an existing lot within the SD-1.
Lot Coverage (Building & Pavement)	85% Max	45% (2.6 ac roof/pave/5.8 ac lot area)	OK
Frontage Buildout	50% Min	0% existing building	N/A

Building Form			
Building Height	35' and 3 Stories Max	Existing Arena: 32 feet, 11 inches Proposed Addition: 46 feet, 6 inches	OK
First Story Height	10' Min, 25' Max	Existing Arena: 9 feet, 6 inches Proposed Addition: 9 feet, 6 inches	OK
Upper Story Height	10' Min, 15' Max	Existing Arena: 23 feet, 5 inches Proposed Addition: 15 feet	OK
Façade Glazing	20% Min, 70% Max Shopfront: 70% Min	All façade glazing is less than the 20% per elevation.	The applicant is requesting a waiver from the shopfront requirements of a minimum of 20% glazing. As discussed in detail, a waiver may not be necessary, but the Planning Board will need to determine whether the applicant meets the requirement to the extent practical.
Roof Type	Flat, Hip, Gambrel, Gable or Mansard	Existing Arena: Gambrel, Gable, Flat, Shed Proposed Addition: Flat	OK

Roof Slope	8:12 – 14:12 (.67 – 1.16), if any	Existing Arena: 4.5:12, 2:12, 8.5: 12 Proposed Addition: Flat	OK
------------	--------------------------------------	--	----

Building Placement- Outbuilding	Required	Proposed	Finding
Front Setback	Principal Bldg + 20'	N/A	A shed is proposed to be relocated, and it appears to be consistent with this standard.
Side Setback	5' Min	N/A	A shed is proposed to be relocated, and it appears to be consistent with this standard.
Rear Setback	3' Min	20'	At the concept review, a shed was proposed to be relocated, but was placed less than 20 feet from the property line. At this preliminary review, the shed is now placed at 20 feet from the property line consistent with this standard.

Parking			
Third Lot Layer (5.F.1)	Principal Bldg + 20'	Unknown	Due to the pre-existing configuration of the property, the parking is located primarily outside of the third lot layer
Parking (5.K.1)	3 per 1,000 sf or as per use Parking Analysis	94 parking spaces are provided	<p>The total number of parking spaces that correspond with the Arena including expansion is 98 spaces.</p> <p>The parking lot at the arena provides 94 parking spaces. Additionally, there are other parking areas located across the NYA campus that can be used during peak usage. Based on a campus-wide parking count in 2020, there are approximately 179 parking spaces on the campus. Additionally, NYA has an agreement with the abutting property to the south to use up to 34 parking spaces. There is a shared driveway between the</p>

			<p>Travis Roy parking lot and the parking area for Clayton's.</p> <p>A waiver is requested for less than the required amount of parking, due to availability of adjacent parking on campus and at Clayton's. Town Staff support the waiver, but the Planning Board may want to review NYA's 2020 parking analysis and the agreement with Clayton's to make a determination.</p>
Parking (5.K.1.e)	For every 30 parking spaces, one electrical vehicle charging station, (level 2 or equivalent or better), shall be provided.	Unknown	EV chargers are required per Article 5.K. It does not appear that the applicant is providing vehicle chargers.
Parking (5.K.1.f)	One bicycle rack (capacity for 2 bikes) for every 20 parking spaces	One rack proposed	Unclear from Site Layout Plan what the capacity of the rack is.

Encroachments of Building Elements	Required	Proposed	Finding
Front Setback, Principal Frontage	10' Max	None proposed	OK
Front Setback, Secondary Frontage	10' Max	None proposed	OK
Rear Setback	5' Max	None proposed	OK

2.3.1 CD4-C Architectural Standards Review (Article 5.M)

The proposal is required to follow the Architectural Standards of the CD4-C District to the "extent practicable," as described in CH. 703 Article 4.D.2.c.i. of the CBDC:

"Lots and Buildings on Lots Adjacent to any Character District shall follow, to the extent practical, the Building Placement, Building Form, Architectural, Landscaping, Yard Type, Building Type, Private Frontage, Public Frontage, Setback, and Lot Occupation standards of such adjacent District. If Adjacent to more than one Character District, the less restrictive standards shall apply."

This 'extent practical' applies to all the relevant standards including the Architectural Standards described in Article 5.M. As noted below, certain elements of the proposed expansion are not consistent with the Article 5.M Architectural Standards, and the Planning Board may want to consider whether the architecture of the proposed addition and its relationship to the existing building is consistent with the Architectural Standards.

Composition	The proposed façade improvements that correspond with the proposed addition are institutional in nature, which may be appropriate for the expansion of a pre-existing building. The expansion of the principal entry will create a strong focus on the primary façade. However, the proposal may need to improve the fenestration, establish a good base to the building, and create a better coordinated composition between the existing building and the proposed addition.
Walls	Although it appears that the proposal is in compliance with this architectural standard group, additional details regarding the façade materials may be warranted, and in particular for the metal cladding.
Attachments & Elements	Bay windows, such as the punched out windows proposed for the second floor, are required to have certain design features to complement the building. It is not clear that the proposed bay windows meet these standards.
Roofs	A flat roof is allowed; however, the relationship between the proposed flat roof, the existing Arena roof, and the proposed roof over the new primary entrance work together. Additional details are necessary. The applicant may want to consider the use of a white membrane/high albedo roofing materials or a green roof, or even solar panels.
Openings Windows, & Doors	The style of windows proposed departs from recent examples of a traditional aesthetic, and in fact, the box style windows require certain elements as discussed above. The applicant has identified the need for a waiver that no single pane of glass be more than 20 square feet.
Shopfront	This architectural standard group is not applicable.
Miscellaneous	It appears that the proposal is in compliance with this architectural standard group; however, details about the location of mechanical and utility equipment may be necessary.

2.3.2 CD4-C Additional Relevant Standards

Private Lot Landscape Standards (Article 5.N)

Landscape	Required	Proposed	Finding
5.N.s Trees Required	1 tree per 30' frontage	None	The existing frontage appears to meet this requirement.
5.N.u Minimum Landscape	30% landscape in 1 st Lot Layer; 20% landscape overall	Groundcovers and 10 new trees proposed on site	New vegetation is proposed as shown on the Landscape Plan; the latter shows removed trees are replaced.
5.N.ee.i Parking Lots	1 island per 20 spaces	None	The existing parking lot will be restriped only. There are no existing islands.
5.N.ee.ii Parking Lots	1 tree per 2,000 s.f.	No new trees are proposed within the parking lot.	The existing parking lot will be restriped only. However, the applicant is adding additional vegetation to the parking lot edges to provide shade and be protected from vehicular damage.

5.N.ii	Pedestrian walkway of at least 5 feet through parking lot	Two walkways are proposed across the parking lot connecting the sidewalk from Route One to the main entrance.	The applicant may need to assess the parking lot to see if adding a crosswalk from the primary building to the path to Clayton's is feasible.
--------	---	---	---

Signage Standards (Article 5.O)

There is an existing sign at the driveway entrance as well as an existing sign above the main entrance to the Arena. If these signs are to be upgraded or reused, this must be documented in a future submittal. The signage must conform with the standards of Chapter 703. As of this Preliminary Site Plan review, this information has not been provided by the applicant, although we understand that the applicant will present signage at the February 23 hearing. The application stated that any new advertising signage will be submitted to the Town for approval, which should be incorporated into a final submittal so compliance with the signage standards may be assessed.

Lighting Standards (Article 5.P)

A photometric plan was submitted by the applicant. The applicant has demonstrated compliance with the technical standards of Chapter 702, Site Plan, and the lighting requirements of Chapter 703, CBDC.

2.4. Waiver Requests

2.4.1. Parking Waivers

As shown in Exhibit 20, the applicant's waiver request for parking lots and parking areas references Section 702.H.2, 702.H.3 and 702.H19. It should reference CH. 703. Article 5.K.1 Parking Calculations as CH.702 Article I.H.3 is superseded by the CBDC per CH.703 Article 1.C.3.d.iv. The CBDC allows for parking waivers to exceed the 35% limit established on other metric standards up to 75% when providing a parking analysis and parking management plan. The applicant is requesting a waiver to reduce the required parking from 98 spaces (3 spaces / 1,000 SF) down to 94 spaces. This is a waiver request of 4% of the standard. Staff have no objections to this waiver request.

The Planning Board may want to review NYA's 2020 parking analysis to make a determination. Furthermore, given the new ownership of Clayton's, it is pertinent to have clear documentation of the shared parking lot agreement

Related Site Improvements

Since the Concept Review, a bicycle rack was added to the Site Layout Plan, but it is unclear what the capacity of the rack is (Article 5.K.1.f). Additionally, the CBDC requires one electric vehicle charger for every 30 parking spaces (Article 5.K.1.e), and the applicant should assess where chargers may be installed.

2.4.2. Architectural Waivers

The applicant has identified the need for one waiver from the requirement that single glass panes be no larger than 20 square feet (Section C.4i). In reviewing the renderings during the Concept Review meeting, the applicant indicated that the design does exceed the requirements but matches the scale and proportion of the contemporary design, as well as the existing building and its proportions. The applicant is also requesting a waiver for the requirements to provide a minimum of 20% glazing per façade (Table 5.F.2A Façade Glazing), due to the building's primary function as an ice arena.

The Planning Board may want to provide feedback on the identified waivers. As a project in the SD-1, neither of these standards require waivers and thus are not limited to the 35% waiver allowance. Rather, in accordance with CH. 703 Article 4.D.2.c.i., the Planning Board may wish to determine whether the applicant has complied with these standards to the 'extent practical' as described in the CBDC:

“Lots and Buildings on Lots Adjacent to any Character District shall follow, to the extent practical, the Building Placement, Building Form, Architectural, Landscaping, Yard Type, Building Type, Private Frontage, Public Frontage, Setback, and Lot Occupation standards of such adjacent District. If Adjacent to more than one Character District, the less restrictive standards shall apply.”

This ‘extent practical’ shall extend to all the applicable standards including the Architectural Standards as described in Article 5.M. When considering the threshold for this allowance, it may be pertinent for the Planning Board to determine whether the applicant has met the overall intent of the CBDC regarding the Route 1 Corridor:

CBDC – Preface - Section A. Introduction (pg.1): “The intent of this Character-Based Development Code is:

1. to set a new course for the Route 1 Corridor and to transform the Route 1 Corridor over time to become an extension of the traditional village center; and 2. to preserve, protect and enhance the character of the Village.”

Section 3. Site Plan Standards Review (Chapter 702)

Chapter 703 Article 1 Section C.3:

b. The Town Municipal Code (collectively, the “Existing Local Codes”), including without limitation Chapters 601 (Subdivision), 701 (Zoning) and 702 (Site Plan Review) thereof, shall continue to be applicable to matters not covered by this Chapter, except where the Existing Local Codes would be in conflict with this Chapter and except as may otherwise be provided in Section 1.C.3.c.i.

1. Conformance with Comprehensive Plan: The proposed development is located and designed in such a way as to be in conformance with the Town’s Comprehensive Plan.

Applicant Response:

The proposed expansion of the Travis Roy Arena is in conformance with the SD-1 Character Based District which to our knowledge complies with the Town’s Comprehensive Plan.

Staff Comments:

The Comprehensive Plan discusses strengthening the partnership between the town and NYA as it relates to recreational fields under Policy B.1 (page 62):

Policy B.1. Continue to provide adequate recreational facilities to meet the needs of the residents of Yarmouth...

Strategy B.1.3 – Expand the partnership between North Yarmouth Academy (NYA) and the Town and School Department with respect to athletic field use and construction.

Although this policy focuses on athletic fields, the Arena is utilized by many organizations beyond NYA. Stride Envy Skating, the Yarmouth Middle and High School Hockey programs, Casco Bay Youth Hockey, Mid-Coast Youth Hockey, and the Southern Maine Middle School Hockey League all practice and play at the Arena. Additionally, Yarmouth and Freeport Recreational Departments utilize the arena. There is a strong relationship between NYA, the town, and other communities and organizations consistent with the Comprehensive Plan.

The Comprehensive Plan does not explicitly address the NYA Campus.

- 2. Traffic: The proposed development will not cause unreasonable highway or public road congestion or unsafe conditions with respect to use of the highways, public road or pedestrian walkways existing or proposed. The Planning Board may require mitigation when the proposed development is anticipated to result in a decline in service, below level of service “c”, of nearby roadways of intersections. Levels of service are defined by the 1985 Highway Capacity manual published by the Highway Research Board.**

Applicant Response:

The proposed expansion is not anticipated to increase traffic to the facility and, therefore, is not anticipated to cause congestion or unsafe conditions and will not result in unsafe conditions.

Staff Comments:

The applicant has indicated that the addition is not anticipated to increase traffic above the existing conditions. Given the projected use of the addition, the Town Engineer agrees that this is likely the case and would support a waiver to the requirement of a traffic analysis submission. The Town staff support waiving the requirement for the submission of a traffic analysis.

- 3. Parking and Vehicle Circulation: The proposed plan provides for adequate parking and vehicle circulation. The amount of dedicated parking provided on-site or within a reasonable walking distance from the site meets the requirements of ARTICLE II.H of the Zoning Ordinance (Off Street Parking and Loading), the size of the parking spaces, vehicle aisle dimensions and access points are in conformance with the Technical Standards of Section J of this document.**

Applicant Response:

The parking lot at the arena provides 94 parking spaces. Additionally, there are other parking areas located across the NYA campus that can be used during peak usage. Based on a campus-wide parking count in 2020, there are approximately 179 parking spaces on the campus. Additionally, NYA has an agreement with the abutting property to the south to use up to 34 parking spaces. There is a shared driveway between the Travis Roy parking lot and the parking area for Clayton's.

The technical standards of Article 1.J will be met with the exception of the parking space requirement. An 18 foot long parking space, rather than a 19 foot space length, is proposed for the restriping of the existing parking lot and the five new parking spaces because the existing lot appears to have been designed for 18 foot long spaces. A waiver request will be submitted with the Site Plan application.

Staff Comments:

Per Exhibit 20, waiver requests were submitted for Chapter.702 Article I.H.3 Parking and Vehicle Circulation and Chapter 702 Article H.19 Parking Space Length. As discussed in Section 2.4.1 of this staff report, CH.702 Article I.H.3 is superseded by the CBDC per CH.703 Article 1.C.3.d.iv; please see that section for the Parking Analysis.

Per the Technical Standard (Article I.J) of the Site Plan Review, a standard parking space is 9 ft by 19 ft. The applicant is applying for a waiver of that standard, noting that the current parking lot space was designed with 18-foot-long spaces. Staff support waiving the requirement for parking space length.

The site plans also note that the striping in the lot is nonexistent. The parking lot will be grinded to remove any existing striping as necessary, and the lot be restriped consistent with the site plan. With restriping planned, the applicant should consider adding pedestrian walkways through the parking lot to indicate safe pathways to the main entrance of the Arena and other points on the NYA Campus. Currently only two crosswalks are shown that connect

the Arena to the pathways to Route One, and there are no crosswalks shown from the southern end of the parking lot or from the satellite parking at Clayton's.

Since the Concept Review, a bicycle rack was added to the Site Layout Plan, but it is unclear what the capacity of the rack is (Article 5.K.1.f). Additionally, the CBDC requires one electric vehicle charger for every 30 parking spaces (Article 5.K.1.e), and the applicant should assess where chargers may be installed.

- 4. Sanitary Sewerage: The proposed development will not cause an unreasonable adverse effect to the Municipal sewerage treatment facilities and will not aggravate an existing unhealthy situation such as the bypassing of untreated sewerage into Casco Bay, the Royal River, or its tributaries. If a subsurface wastewater disposal system is to be used, the system conforms to the requirements of the State Plumbing Code.**

Applicant Response:

The existing sewer service and pump station will remain. We are evaluating whether there will be an increase in water use/sewer flow created by the expansion. A request for an ability to serve letter will be sent to the Town engineer and will be submitted as part of the Site Plan review application.

Staff Comments:

The Town Engineer stated that the applicant will be required to provide the projected flow from the new addition as part of future submissions. The applicant has indicated that the wastewater flow is estimated to be between 300 and 3,200 GPD. The Town Engineer requests that the applicant refine this estimate using the appropriate design flows as provided in the latest State of Maine Subsurface Wastewater Disposal Rules. Additionally, the estimated flow for both pre and post development will be required.

- 5. Water: The proposed development will not cause the depletion of local water resources or be inconsistent with the service plan of the Yarmouth Water District.**

Applicant Response:

The existing connection to the Yarmouth Water District system will be retained. The water service to the building will be re-routed around the proposed expansion footprint. A request for an ability to serve letter was sent to the Yarmouth Water District and submitted as part of the Site Plan review application.

Staff Comments:

A "capacity to serve" letter from Eric Gagnon, the Yarmouth Water District Superintendent, was issued for the applicant confirming service for the proposed expansion. The Superintendent requested an update from the applicant on their approach to conducting the necessary pressure tests and bacteria tests for the service line.

- 6. Fire Safety: The proposed development is located and designed in such a way as to provide adequate access and response time for emergency vehicles or mitigates inadequate access or response time by providing adequate fire safety features such as but not limited to fire lanes, smoke and fire alarms and sprinkler systems, as part of the proposed development.**

Applicant Response:

The proposed expansion provides adequate access for emergency vehicles. The expansion will conform with applicable fire safety requirements.

Staff Comments:

The Fire Department Chief requires that a fire access road be provided with a 20-foot width. The Town Engineer also noted that fire access to the easterly side of the building should be at least 20 feet wide to allow use by fire apparatus at the Concept review. This comment was incorporated into the site plan submittal (see Drawing No. C101).

In addition, the Fire Chief requires that the existing hydrant have a No Parking Sign installed to ensure access in emergencies. Further, the Chief will require the Arena to have a Fire Alarm System, Sprinklers, and a Knox Box.

- 7. Buffering:** The proposal provides for adequate on-site buffering in the vicinity of property boundaries, when required by this subsection. On-site buffering is required wherever commercial, industrial or mixed use developments are proposed adjacent to or across a street from residential districts or agricultural uses, where multi-family buildings are to be located adjacent to single family uses or districts, and when required by ARTICLE IV.S.3 of the Yarmouth Zoning Ordinance (Mobile Home Park Performance Standards). Buffer areas shall consist of an area ranging from a minimum of five feet to a maximum of twenty-five feet in width, adjacent to the property boundary, in which no paving, parking or structures may be located. The Planning Board may allow a buffer area of less width when site conditions, such as natural features, vegetation, topography, or site improvements, such as additional landscaping, beaming, fencing or low walls, make a lesser area adequate to achieve the purposes of this Section. Landscaping and screening, such as plantings, fences or hedges, are to be located in buffer areas to minimize the adverse impacts on neighboring properties from parking and vehicle circulation areas, outdoor storage areas, exterior lighting and buildings.

This Standard is superseded by the Character Based Development Code as per Article 1.c.3.

Applicant Response:

Landscaping will be provided along the face of the proposed expansion. No landscaping or trees will be removed along the Route 1 side of the building, or along the rear of the building. Three trees at the northerly end of the arena will be removed to construct the expansion.

- 8. Natural Areas:** The proposal does not cause significant adverse impacts to natural resources or areas such as wetlands, significant geographic features, significant wildlife and marine habitats and natural fisheries. The proposal is consistent with the recommendations of the Maine Department of Inland Fisheries and Wildlife as found in the document titled "The Identification and Management of Significant Fish and Wildlife Resources in Southern Coastal Maine," February 1988.

Applicant Response:

There are no wetlands or significant natural features that will be impacted by the proposed expansion. The expansion remains within the previously developed area.

Staff Comments:

As noted by the Town Engineer, the applicant's wetland report shows that there is a significant amount of debris in the drainage swale on the easterly side of the building, including old tires and sections of guardrail and other non-organic debris. The Parks and Lands Committee also recommended this area be cleaned of debris. We recommend that this waste material is removed and properly disposed of as part of the project, and a future condition of approval.

- 9. Lighting:** The proposal shall provide exterior lighting sufficient for the safety and welfare of the general public while not creating an unsafe situation or nuisance to neighboring properties or motorists traveling nearby roadways.

Applicant Response:

No new exterior site lighting is proposed.

Staff Comments:

The applicant demonstrated compliance with the technical standards of Chapter 702, Site Plan, and the lighting requirements of Chapter 703, CBDC. A Photometric Lighting Plan was submitted for review.

- 10. Storm Water Management:** The plan provides for adequate storm water management facilities so that the post development runoff rate will be no greater than the predevelopment rate or that there is no adverse downstream impact. Proposed storm water detention facilities shall provide for the control of two year and twenty-five year storm frequency rates. The design, construction and maintenance of private facilities are maintenance of private storm water management facilities.

Applicant Response:

The expansion is within the previously developed area of the site. The impervious area will increase by approximately 1,400 sf. We propose to reconstruct the existing sidewalk along the westerly side of the Travis Roy Arena with pervious pavers over a soil filter to provide improved water quality treatment for the sidewalk and a portion of the roof runoff. We expect that post-development peak flows will be kept below pre-development levels that discharge to the Town Skating Pond. A stormwater report addressing water quality and quantity control will be provided as part of the Site Plan application. The project will also be reviewed for stormwater control as part of an after-the-fact Maine DEP Site Location Of Development Act permit application for the NYA campus.

Staff Comments:

Per the Town Engineer, the applicant has provided an acceptable stormwater analysis and will provide both runoff volume control and treatment through the use of Low Impact Development (BMPs), in this case, pervious pavers and a drip edge filter, to offset the area of the new structure impervious area. The Town Engineer has also requested the design engineer, Will Haskell of Gorrill-Palmer, ascertain if the runoff from the FULL field area could be detained without negatively impacting the field infrastructure. If so, this would provide a small incremental improvement to downstream flooding of the skating pond, a concern expressed by the Parks and Lands Committee. Control could be easily implemented via an orifice control of the westerly underdrain outlet. This should be addressed in the final submission. Lastly, the O&M Plan should include snow storage and plowing practices for the parking lot and around the building.

- 11. Erosion and Sedimentation Control:** The proposed development includes adequate measures to control erosion and sedimentation and will not contribute to the degradation of nearby streams, watercourses or coastal lowlands by virtue of soil erosion or sedimentation. The erosion control measures are to be in conformance with the most current edition of the "Environmental Quality handbook, Erosion and Sedimentation Control", prepared by the Maine Soil and Water Conservation Commission.

Applicant Response:

An Erosion and Sedimentation control plan for the project will be provided.

Staff Comments:

The applicant included the required erosion and sedimentation control (ESC) plan and meets MDEP standards.

- 12. Buildings:** The bulk, location and height of proposed buildings or structures will not cause health or safety problems to existing uses in the neighborhood, including without limitation those resulting from any substantial reduction to light and air or any significant wind impact. To preserve the scale, character, and economy of the Town in accordance with the Comprehensive Plan no Individual Retail use with a Footprint greater than 55,000 square feet shall be permitted. Structures defined as Shopping Centers shall be limited to a Footprint of 75,000 square feet. When necessary to accommodate larger projects, several Individual Retail Structures with Footprints of not more than 55,000 square feet each may be placed on the same lot, provided that all other standards are met. No less than 40 feet shall be allowed as separation distance between buildings. Efforts to save and plant native trees between and among structures shall be encouraged.

Applicant Response:

The proposed alterations focused on the revitalization of the existing NYA Travis Roy Arena as well as the addition to the aforementioned structure address composition in several ways.

a. Existing Building

For the existing prefabricated metal clad structure, the design team looks to replace the metal siding and roofing in kind using a color and profile that works cohesively with the rest of the design. The existing West facing facade is a combination of fenestration, masonry, and vinyl clapboard profile siding. This facade is intended to be re-clad with new masonry and wood grain textured metal panels that correspond to the proposed addition.

b. Addition

The proposed addition consolidates several varying roof conditions into one cohesive form. The existing entry vestibule is converted into interior program space and adjacent storage rooms are removed. The remaining existing slab is repurposed for a new principal entry vestibule sized for proper life safety while also corresponding with upper material change and bay window soffit line. The new entry faces the existing parking lot as well as Rt.1 A new canopy over the entrance also highlights the rhythm of material change while also corresponding with the datums generated by the original building and signifies the prominence of the main entry point.

Staff Comments:

The proposed bulk, and height of the expansion is appropriate for the location and it does not appear that there are any potential health or safety problems extended to nearby properties. The scale of the proposed addition is modest.

- 13. Existing Landscape:** The site plan minimizes to the extent feasible any disturbance or destruction of significant existing vegetation, including mature trees over four (4) inches in diameter and significant vegetation buffers.

This Standard is superseded by the Character Based Development Code as per Article 1.c.3.

Applicant Response:

The plan minimizes the disturbance of existing landscaping. Three existing trees will be removed to permit construction of the expansion.

Staff Comments:

A landscaping plan was provided with the preliminary submittal. The applicant goes beyond 1-1 replacement of trees removed for the expansion, which total 3. Rather, a total of 10 new trees will be added to the site, in addition to the plantings provided for the Erosion Control Plan. Per the Landscape Plan, trees will be added to the parking lot and building perimeters.

- 14. Infrastructure: The proposed development is designed so as to be consistent with off premises infrastructure, such as but not limited to sanitary and storm sewers, waste water treatment facilities, roadways, sidewalks, trail systems and street lights, existing or planned by the Town.**

Applicant Response:

The expansion will not have an impact on offsite infrastructure. Ability to serve letters will be sent to the Yarmouth Water District and the Sewer and Engineering Department.

Staff Comments:

Additional details and a Utility Plan were provided regarding utility infrastructure.

The Town Engineer and DPW Director recommend that the project incorporates safety improvements in the parking lot for pedestrian visibility and safer crossings. The small sidewalk connector proposed by the applicant could be reconfigured to provide the appropriate radius, curb and behind curb sidewalk from both walkway ends, the one in the right of way and the one in the NYA parking lot. Also, the truncated dome crossing should be relocated to be more in line with the refuge island and the ramp across the entrance. An exemplary improvement would be to expand the existing refuge island at the lot's entrance to provide a minimum of the four-foot wide standard. If six feet is feasible, then detectable warning strips with truncated domes are required. Within the parking lot, two walkways are proposed across the parking lot connecting the sidewalk from Route One to the main entrance. An additional crosswalk connecting the building to the walking path to Clayton's would further improve pedestrian visibility and provide safer crossing.



Arena Driveway



Pathway to Clayton's

- 15. Advertising Features: The size, location, design, color, texture, material and lighting of all permanent signs and outdoor lighting fixtures are provided with a common design theme and will not detract from the design of proposed buildings or neighboring properties.**

This Standard is superseded by the Character Based Development Code as per Article 1.c.3.

Applicant Response:

Any new advertising signage would be submitted to the Town for approval.

Staff Comments:

There is an existing sign at the driveway entrance as well as an existing sign above the main entrance to the Arena. As of this Preliminary Site Plan review, new signage information has not been provided by the applicant, although we understand that the applicant will present signage at the February 23 hearing. The application stated that any new advertising signage will be submitted to the Town for approval, which should be incorporated into a final submittal so compliance with the signage standards may be assessed.

- 16. Design Relationship to Site and Surrounding Properties: The proposed development provides a reasonably unified response to the design constraints of the site and is sensitive to nearby developments by virtue of the location, size, design, and landscaping of buildings, driveways, parking areas, storm water management facilities, utilities storage areas and advertising features.**

Applicant Response:

The proposed expansion is relatively small compared to the scale of the existing arena. It will be partially visible from Route 1 but is not anticipated to have any negative impacts.

Staff Comments:

The façade improvements for the entire Arena and the parking lot improvements will improve the relationship of the Arena to nearby properties and to the entire NYA Campus. As documented elsewhere in this staff report, the Planning Board will need to consider whether the applicant is meeting certain CBDC requirements to the “extent practical.”

- 17. Scenic Vistas and Areas: The proposed development will not result in the loss of scenic vistas or visual connection to scenic areas as identified in the Town’s Comprehensive Plan.**

Applicant Response:

No scenic vistas are affected by this project.

Staff Comments:

There are no scenic vistas in this area.

- 18. Utilities: Utilities such as electric, telephone and cable TV services to proposed buildings are located underground except when extraordinary circumstances warrant overhead service. Propane or natural gas tanks are located in safe and accessible areas, which are properly screened.**

Applicant Response:

No new utility connections are proposed.

Staff Comments:

As the project progresses through the review, additional details regarding utility infrastructure are needed in response to the Yarmouth Water District and the Town Engineer. The DPW Director also requests that if Underground Storage Tanks (UST's) are on site, as referenced in the geotechnical report, that they should be addressed and removed per the MDEP regulations, and their placement confirmed and documented on site plans in the final submission.

19. Technical Standards: The proposed development meets the requirements of ARTICLE I.J (Technical Standards) of this Ordinance, except as waived by the Planning Board.

Applicant Response:

The technical standards of Article 1.J will be met with the exception of the parking space requirement. An 18 foot long parking space, rather than a 19 foot space length, is proposed for the restriping of the existing parking lot and the five new parking spaces because the existing lot appears to have been designed for 18 foot long spaces. A waiver request will be submitted with the Site Plan application.

Staff Comments:

Per the Technical Standard (Article I.J) of the Site Plan Review, a standard parking space is 9 ft x 19 ft. The applicant is applying for a waiver of that standard, noting that the current parking lot space was designed with 18-foot-long spaces. Staff support waiving the requirement for parking space length.

Furthermore, as the striping in the lot is virtually nonexistent, Town staff recommends that as the parking lot can be restriped consistent with the site plan, there is an opportunity to make pedestrian safety improvement. In addition to the two pedestrian walkways currently proposed, the applicant should consider adding pedestrian walkways through the parking lot from the southern end of the parking lot or from the satellite parking at Clayton's.

20. Route One Corridor Design Guidelines: Notwithstanding the technical standards of this ordinance and the requirements of Article II, General provisions of the Zoning Ordinance, development and redevelopment within the "C", Commercial and "C-III", Commercial II districts shall be consistent with the Route One Corridor Design Guidelines, as approved August 19, 1999.

This Standard is superseded by the Character Based Development Code as per Article 1.c.3.

Applicant Response:

Not applicable.

21. Right, Title and Interest: The applicant has sufficient right, title or interest in the site of the proposed use to be able to carry out the proposed use.

Applicant Response:

Evidence of Title, Right, Interest will be provided with the Site Plan application.

Staff Comments:

Appropriate evidence was provided for review.

22. Technical and Financial Capacity: The applicant has the technical and financial ability to meet the standards of this Section and to comply with any conditions imposed by the Board pursuant to ARTICLE I.I.

Applicant Response:

The technical and financial ability of the Applicant and Consultants will be presented with the Site Plan application. Simons Architects, Hebert Construction, Gorrill Palmer, Thornton Tomasetti and Bennett Engineering are working on the proposed project.

Staff Comments:

Appropriate evidence was provided for review.

23. Special Exception Standards:

- a. **The proposed use will not create unsanitary or unhealthful conditions by reason of emissions to the air, or other aspects of its design or operation.**
- b. **The proposed use will not create public safety problems which would be substantially different from those created by existing uses in the neighborhood or require a substantially greater degree of municipal police protection than existing uses in the neighborhood.**
- c. **The proposed use will be compatible with existing uses in the neighborhood, with respect to visual impact, intensity of use, proximity to other structures and density of development.**
- d. **If located in a Resource Protection District or Shoreland Overlay Zone, the proposed use (1) will conserve visual points or access to water as viewed from public facilities; (2) will conserve natural beauty; and (3) will comply with performance standards of Article II of Chapter 701, Zoning Ordinance.**

This Standard is superseded by the Character Based Development Code as per Article 1.c.3.

Section 4. Motions - Building & Lot Plan and Site Plan

At this preliminary review stage, a motion is not recommended for the Planning Board. There are several recommendations in this staff report for the Planning Board and applicant to consider prior to a future submittal. Additionally, the applicant has identified waivers that will need to be incorporated into the motion.

A. BUILDING & LOT PLAN & SITE PLAN

Based on the application, plans, reports and other information submitted by the applicant, information from the public hearing, information and the findings and recommendations contained in Planning Board Report dated XXXX for Building & Lot Plan and Major Site Plan, North Yarmouth Academy, Applicant; 497 Route One, Map 32 Lot 125, regarding the compliance with the applicable regulations of Chapter 703, Character Based Development Code, and the applicable regulations and standards of Chapter 702, Site Plan Review, the Planning Board hereby finds and concludes that the Building and Lot Plan and Major Site Plan **[meets/does not meet]** the required standards and is therefore **[approved/not approved]** subject to the following conditions of approval:

1. Conditions...

Such motion moved by _____, seconded by _____,
and voted ____ in favor, ____ opposed, _____.

(note members voting in opposition, abstained, recused, or absent, if any).

Section 5. Attachments

1. Nicholas Ciarimboli, Town Code Enforcement Officer – Memo 2/10/2022
2. Eric Gagnon, Yarmouth Water District – Letter 2/10/2022
3. Steve Johnson, Town Engineer – Memo 2/9/2022
4. Erik Street, Public Works Director – Memo 2/11/2022
5. Yarmouth Parks & Lands Committee – Email 2/8/2022
6. Michael Robitaille, Fire Chief – Memo 2/16/2022



TOWN OF YARMOUTH
INTERNAL MEMORANDUM

TO: Erin Zwirko, AICP, Director of Planning
FROM: Nicholas Ciarimboli, Code Enforcement Officer
DATE: February 10, 2022
RE: Major Site Plan/ Building & Lot Plan – NYA Ice Arena Expansion

Ms. Zwirko:

I have reviewed the subject application from Will Haskell of Gorrell Palmer on behalf of North Yarmouth Academy (NYA) for 497 US Route 1 - NYA Ice Arena Expansion dated January 25, 2022. The property is located within the Character Based Development Code (CBDC) Special District (SD)-1 Zoning District and requires review under CH. 702 Site Plan as well as CH. 703 CBDC - Building and Lot Plan. In this respect, I offer the following comments:

Waivers:

Parking – The waiver request should reference CH. 703. Article 5.K.1 Parking Calculations as CH.702 Article I.H.3 is superseded by the CBDC per CH.703 Article 1.C.3.d.iv. The CBDC allows for parking waivers to exceed the 35% limit established on other metric standards up to 75% when providing a parking analysis and parking management plan. The applicant is requesting a waiver to reduce the required parking from 98 spaces (3 spaces / 1,000 SF) down to 94 spaces. This is a waiver request of 4% of the standard.

Glazing Size Limit (20 SF max.) and Façade Glazing (20% min.) – As a project in the SD-1, neither of these standards require waivers and thus are not limited to the 35% waiver allowance. Rather, in accordance with CH. 703 Article 4.D.2.c.i., the Planning Board shall determine whether the applicant has complied with these standards to the ‘extent practical’.

Lots and Buildings on Lots Adjacent to any Character District shall follow, to the extent practical, the Building Placement, Building Form, Architectural, Landscaping, Yard Type, Building Type, Private Frontage, Public Frontage, Setback, and Lot Occupation standards of such adjacent

District. If Adjacent to more than one Character District, the less restrictive standards shall apply.

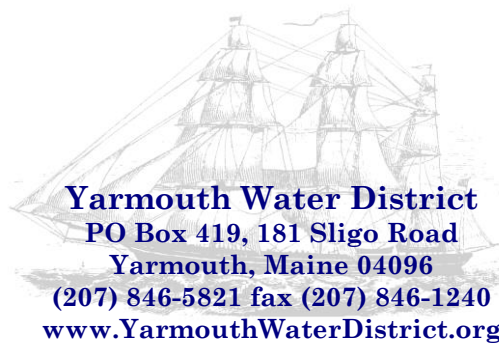
This 'extent practical' shall extend to all the applicable standards including the Architectural Standards as described in Article 5.M. When considering the threshold for this allowance, it may be pertinent for the Planning Board to determine whether the applicant has met the overall intent of the CBDC:

CBDC – Preface - Section A. Introduction (pg.1)

The intent of this Character-Based Development Code is:

- 1. to set a new course for the Route 1 Corridor and to transform the Route 1 Corridor over time to become an extension of the traditional village center; and*
- 2. to preserve, protect and enhance the character of the Village.*

Eric Gagnon
Superintendent



Irving C. Felker, Jr.
Chairman, Board of Trustees

February 10, 2022

James Attianese
Gorrill Palmer
Via Email: jattianese@gorrillpalmer.com

RE: NYA Travis Roy Ice Arena Expansion

Dear James,

This letter is to inform you that the Yarmouth Water District can serve the above-referenced project, and will provide service in accordance with Maine Public Utilities Commission and the Yarmouth Water District Terms and Conditions.

Your email and attachments dated January 25, 2022, states that the private side of the existing water service to the Travis Roy Ice Arena will be relocated to allow for the expansion. The proposed location change and work are acceptable with the District provided the service line is pressure tested to 150 psi for a two-hour duration, chlorinated, dechlorinated, and passes a bacteria test. The District can assist with this work if necessary. Please contact me to discuss your approach.

The letter also indicates that there are no expected changes in the domestic use so the existing service line and water meter are sufficient to service the expansion and existing facilities.

The existing building has a 6" fire sprinkler system and any changes to that system must be designed and verified by a fire sprinkler designer to verify the existing service is adequate.

The District has proper easements in place for the existing facilities that we own. According to our documents, there is an 8" water main connection in Route One near the Walgreens, and the District main continues up to the service valve for the Ice Arena and the Music & Arts building. This 30' wide easement has been recorded in 1998 with the Cumberland County Registry of Deeds in Book 13837 Page 212. No other easements are required at this time.

Please keep us informed as the project progresses. If you can have questions or concerns feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Gagnon", is written over a horizontal line.

Eric Gagnon
Superintendent

CC: Erin Zwirko, Town of Yarmouth

Memo

To: Erin Zwirko, AICP, Director of Planning and Development
From: Steven Johnson, P.E., Town Engineer
CC: Erik Street, Nick Ciarimboli, Chris Cline, Wendy Simmons, Karen Stover
Date: February 9, 2022
Re: Preliminary Major Site Plan Application: NYA Travis Roy Arena, 497 US Route 1

Erin:

I have reviewed the subject application from Will Haskell, P.E., of Gorrill-Palmer on behalf of North Yarmouth Academy (NYA) for development at 497 US Route 1 dated January 26, 2022.

I have the following technical comments on the application:

1. General: The applicant is proposing to construct a 2,741 square foot two (2) story addition on the northeasterly end of the existing sports arena. The proposed addition will include locker rooms and a fitness room. The existing lot is located in the NYA Campus Special District. Additionally, the applicant is applying for an after the fact Site Location of Development Act permit to the MDEP.
2. Rights, Title: The applicant has submitted adequate evidence of right, title, and interest in the property.
3. Solid Waste: The Applicant has indicated that solid waste and recyclable material will be managed on the site via a commercial hauler. It should be noted that collection of dumpster waste should not occur before 5:00 AM or after 10:00 PM, per Chapter 306 Solid Waste Ordinance.
4. Water: Domestic and fire suppression water services for the new addition will be served by an existing water main on the westerly side of Route 1. The applicant is proposing to reroute the existing service to accommodate the addition. Also, the applicant must submit evidence of the capacity to serve from the Yarmouth Water District (District) as part of future submissions.
5. Traffic\Parking: The applicant has indicated that the addition is not anticipated to increase traffic above the existing conditions. Given the projected use of the addition, I agree that this is likely the case and would support a waiver to the requirement of a traffic analysis submission.

The applicant has indicated that the site currently has ninety-four (94) on-site parking and is proposing four (4) ADA parking spaces. Additionally, the applicant has indicated

that 34 shared spaces are available next door at Clayton's and there are approximately 179 parking spaces campus wide. The applicant anticipates requesting a waiver to the dimensional standard for the parking space length, reducing it from 19 feet to 18 feet. I would support both waiver requests.

6. Sewers: The applicant has indicated that the addition will be served by an existing private pump station/force main located on the westerly side of the building that discharges to the Town sanitary sewer located in Route 1.
 - A. The applicant has indicated that the wastewater flow is estimated to be between 300 and 3,200 GPD. The applicant shall refine this estimate using the appropriate design flows as provided in the latest State of Maine Subsurface Wastewater Disposal Rules. Additionally, the estimated flow for both pre and post development will be required.
 - B. A sewer connection permit application and fee **MAY** be required before the issuance of the building permit, depending on projected flow.
 - C. It should be noted that during construction of the sewer infrastructure, all work must be inspected by Town staff prior to backfilling and all sewer work shall be constructed per Yarmouth Town Standards.
7. Storm Drains: All storm drain infrastructure must conform to Yarmouth Town Standards. Additionally, all connections to Town infrastructure shall be per Town requirements.
8. Drainage, Stormwater Management:
 - A. The applicant has provided an acceptable stormwater analysis and will provide both runoff volume control and treatment through the use of Low Impact Development (BMP's), in this case, pervious pavers and a drip edge filter, to offset the area of the new structure impervious area. This is very much appreciated. Additionally, as part of an after the fact permitting process through the MDEP, the applicant will be providing some volume runoff control to a portion of the synthetic turf field constructed in the mid 2000's. The runoff for this area will be detained to the pre-development rate. This is acceptable and also appreciated. Additionally, I have asked the design engineer, Will Haskell of Gorrill-Palmer to ascertain if the runoff from the FULL field area could be detained without negatively impacting the field infrastructure. If so, this would provide a small incremental improvement to downstream flooding of the skating pond. Control could be easily implemented via an orifice control on the westerly underdrain outlet. I anticipate that this question will be addressed as part of the final submission.
 - B. The applicant has submitted an excellent site-specific Operations and Maintenance Manual (O&M Manual) for the LID BMPs used on this project. As noted in the plan, all pervious pavers will be swept twice a year with a regenerative air vacuum sweeper. The applicant should also outline snow plowing and sand & salt practices as well as snow storage areas. Snow storage areas should be marked on the plan.
 - C. As noted in the wetland report, there is a significant amount of debris in the drainage swale on the easterly side of the building, including old tires and sections of guardrail and other non-organic debris. This waste material shall be

removed and properly disposed of as part of the project. This shall be a condition of approval.

9. **Erosion and Sediment Control:** The required ESC Best Management Practices for the project have been noted on the site plan and meet MDEP standards. Additionally, the applicant has submitted an excellent ESC plan (Plan) for the project construction. The Town expects that during construction the applicant and their construction manager/contractor perform the required inspections and enforcement of the ESC plan per MDEP requirements, including weekly inspections and documentation of all inspection work as outlined in the Plan. In addition, the Town will be performing site inspections and will be reviewing the inspection records per the Town's NPDES MS4 General Permit. It is also especially important that the BMP's be installed prior to the disturbance of site soils and vegetation. It should be noted that if disturbance exceeds one (1) acre then the project will require coverage under the Maine Construction General Permit, although that is unlikely in the case of this project.
10. **Soils:** The applicant has provided both a custom soil report and a detailed geotechnical report for the foundation design of the new addition. The geotechnical report, developed by William Peterlein, P.E., has indicated that the site is suitable for the proposed building and has specific recommendations for the appropriate foundation design. This is acceptable. I did note in the first paragraph of the Geotech report where Mr. Peterlein indicated the presence of several "underground gasoline tanks." However, I could not find the tanks noted on either the Geotech sketch or the existing conditions drawings. I do see the presence of underground PROPANE tanks on the plan, but not gasoline tanks. Underground Storage Tanks (UST's) for petroleum products are regulated by the MDEP and if they are indeed present and unused, then they should be addressed and removed per the regulations. The applicant shall confirm this as part of the final submission.
11. **Site Plan/Ordinance Requirements:** From my perspective, the applicant has adequately addressed the Review Criteria of Chapter 702 Site Plan Review Ordinance Section H. Review Criteria.
12. **Lighting:** The applicant has submitted a photometric plan that indicates the proposed lighting is in conformance with the Town standards.
13. **Waivers:** The applicant has requested the following waivers:
 - A. **Section 702.H.2 Traffic:** The applicant has requested a waiver to the requirement for the submission of a formal traffic analysis given the fact that vehicle trips are likely to remain unchanged. I concur with the applicant and recommend that a waiver be granted.
 - B. **Section 702.H.3 Parking and vehicle circulation:** The applicant has requested a waiver from the required 98 parking spaces to allow 94 spaces citing the availability of additional spaces on the adjacent campus and on an abutting business through an agreement. I believe this is reasonable and recommend the waiver be granted on the grounds of minimizing the resulting impervious surface that the additional four spaces would require.
 - C. **Section 702.H.19 Parking Space Length:** The applicant is requesting a waiver from the required 19-foot length dimension to 18 feet to allow for better use of the existing paved area. I recommend the waiver be granted.

- D. Section C.4i and Table 5.F.2A façade glazing. I have no position on these two waver requests since they are within your purview.

14. Off-site Improvements: The applicant is not proposing offsite improvements. However, I do recommend that the site entrance be adjusted slightly to provide for better pedestrian crossing at the intersection with Route 1. As you know, the Town has been working to provide pedestrian access along the easterly side of Route 1 as part of our Complete Streets plan and the Form Based Code. The northerly corner of the entrance is somewhat skewed and presents a very long crossing distance from the proposed new truncated dome field to the center island refuge area. I recommend that the small sidewalk connector proposed by the applicant be reconfigured to provide the appropriate radius, curb and behind curb sidewalk from both walkway ends, the one in the right of way and the one in the NYA parking lot. Also, the truncated dome crossing should be relocated to be more in line with the refuge island and the ramp across the entrance. This will greatly improve pedestrian safety for both visibility and reduced crossing time due to the shorter distance. I would be happy to discuss this idea further with the applicant.
15. Plan Review Comments: I have no specific comments at this time; however, I reserve the right to make additional comments on the final plan submissions. Also, I would be pleased to review any other aspect of the application that you or the Planning Board may decide.

Town of Yarmouth ME

Director of Public Works

MEMORANDUM

To: Erin Zwirko -AICP, LEED AP - Director of Planning & Development

From: Erik S. Street, Director of Public Works



CC: Steve Johnson, PE, Town Engineer, Wendy Simmons, Karen Stover

Date: 2-11-22

Re: NYA Ice Arena – Major Site Plan / Building & Lot Plan

-
1. **General:** Applicant is proposing a 2741 Sq Ft two story addition and siding improvements to the existing Ice Arena.
 2. **Rights, Title:** No Concerns
 3. **Easements:** N/A
 4. **Homeowner Associations / Road Maintenance Agreements.** N/A
 5. **Financial Capacity:** No Concerns
 6. **Technical Ability:** No Concerns
 7. **Solid Waste:** Facility is considered commercial and is governed by Chapter 306, Yarmouth's Solid Waste Ordinance. The Yarmouth Recycling Committee would like to encourage NYA to promote strong recycling practices at this facility. Where is the current dumpster located on site? Will recycling be part of the waste collection program?
 8. **Water:** Can the Yarmouth WD supply what is needed?
 9. **Traffic / Parking:** No concerns. I support the 3 waiver request dealing with traffic analysis, size of parking stalls and number of parking spaces.
 10. **Storm Drains:** All storm drainage infrastructure / connections must conform to Yarmouth Standards
 11. **Drainage, Stormwater Management** The applicant is proposing to use pervious pavers for the sidewalk construction. An O&M plan for the facility is well done. Snow storage

and plowing practices need to be part of this and snow storage areas need to be identified on the plan.

I support the engineers' comments regarding the cleaning of the drainage swale and full turf field volume runoff control.

12. **Sewers:** No Concerns

13. **Erosion and Sediment Control:** ESC Best Management Practices apply and must be noted on the plans and meet DEP requirements. ESC inspections will be required and must be documented. Town will also inspect and check documentation. ESC plan submitted is thorough and well done.

14. **Soils:** No Concerns – Soils report shows the area is adequate for construction. Share the engineers' concerns about underground fuel tanks on site.

15. **Site Plan / Ordinance Requirements:** No Concerns

16. **Lighting:** No Concerns

17. **Waivers:** I support the three-waiver request dealing with traffic analysis, size of parking stalls and number of spaces.

18. **Off-Site Improvements:** No off-site improvements were proposed at this time. However, I agree with the Town engineer, that the new proposed section of sidewalk at Rt 1 should follow the radius and the crossings should line up with the center refuge island.

Erin Zwirko

From: Dupuis, Ron <Ronald-DupuisJr@idexx.com>
Sent: Tuesday, February 8, 2022 5:43 PM
To: Erin Zwirko
Cc: Karyn MacNeill
Subject: NYA Ice Arena Expansion

TO: Planning Board Members
c/o Erin Zwirko, Planning Director
DATE: February 8, 2022
RE: NYA Ice Arena Expansion Project



The Yarmouth Parks & Lands Committee reviewed this project on February 2, 2022, at their monthly meeting. PLC is happy to answer any questions town staff or Planning Board members may have regarding PLC comments.

The following items are recommended:

- **Drainage – Storm water plan updates.**
 - Will there be any impact to recreational areas i.e., skating pond?
 - Will sloping around the skating pond be considered?
- **Replacement trees**
 - A replacement ratio of at least one successful new tree should be required for each tree removed.
 - Replacement tree species should have a similar mature canopy spread.
 - Replacement species should be selected from the list provided in the Character-Based Development Code, Table 6.E.4, Public Planting, pp. 129-130.
 - Species should be selected considering site conditions and resistance to current invasive pests (EAB, BTM).
- **Impact to surrounding wetlands**
 - Engineering considerations regarding the pre-treatment of runoff from the buildings/campus prior to entering the skating pond
 - Additional treatment, pre-settling of sediments, and their associated contaminants would be helpful.
 - Clean-up of any tires and pipes within the wetlands

Thank you
Ronald N. Dupuis Jr.

Ron Dupuis
Chair, Yarmouth Parks and Lands Committee
Rndupejr123@gmail.com
(207)415-1998



***Town of Yarmouth,
Maine***
Incorporated 1849
YARMOUTH FIRE RESCUE
178 NORTH ROAD (PO BOX 964)
YARMOUTH, MAINE 04096



MICHAEL ROBITAILLE, CHIEF OF DEPARTMENT

DAN MASSELLI, DEPUTY CHIEF
BILL GODDARD, DEPUTY CHIEF

To: Erin Zwirko, Town Planner
From: Michael Robitaille, Fire Rescue Chief
Date: February 16, 2022
RE: North Yarmouth Academy Ice Arena

I have reviewed the plans submitted by Gorrill and Palmer for the expansion at the North Yarmouth Academy Ice Arena. I have the following comments and requirements based upon Life Safety Codes and Town Ordinances.

The Fire Alarm will need to be expanded into the proposed section of the building. This alarm system will need to meet the new standards of the Yarmouth Town Ordinance Chapter 403.

Based on the Section 4.4.2 an Emergency Communications System is required for any additions when the cumulative area of the entire building exceeds 6,000 square feet.

As required by Section 4.4.3 a one-way Emergency Communications System (ECS) with an emergency voice alarm communications system (EVACS) in accordance with NFPA 72 is required.

The fire access road shall be maintained as previously discussed, in accordance with NFPA 1, with a 20-foot width.

Sprinklers will be required and permitted through the State Fire Marshalls Office.

The fire hydrant out front must have a No Parking sign in front of it and there must be three feet clearance in all directions. The No Parking sign shall state that Vehicles will be towed at owners' expense.

A Fire Department KNOX box is required to be located at main entrance.

A street number shall be located on the sign at the entrance to the facility of US Route 1. The number shall be a minimum of 4" in height and be contrasting and reflective.