



Erin Zwirko, AICP, LEED AP
Director of Planning & Development
E-mail: ezwirko@yarmouth.me.us

Tel: 207-846-2401
Fax: 207-846-2438

TOWN OF YARMOUTH

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

June 15, 2023

Will Haskell
Gorrill Palmer
300 Southborough Drive, Suite 200
South Portland, ME 04106

Dear Mr. Haskell:

On June 14, 2023, the Yarmouth Planning Board voted to approve the Building and Lot Plan and Major Site Plan for a Modular Classroom located at the North Yarmouth Academy campus with the following motions and votes:

Waiver – Site Plan Review Items

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 June 8, 2023 for a Building and Lot Plan and Major Site Plan, North Yarmouth Academy, Applicant; 148 Main Street, Map 32 Lot 111, regarding the compliance with the applicable regulations of Chapter 702, Site Plan, the Planning Board hereby finds and concludes that the waiver of the requirement to submit a high intensity soils report and a photometric plan is consistent with the Site Plan Review Ordinance and is therefore approved.

Such motion moved by Matt Schumacher, seconded by Mary Lynn Engel, and voted 4 in favor, none opposed (Ginsburg, Hansen, and King absent).

Waiver – Façade Glazing

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 June 8, 2023 for a Building and Lot Plan and Major Site Plan, North Yarmouth Academy, Applicant; 148 Main Street, Map 32 Lot 111, regarding the compliance with the applicable regulations of Chapter 703, Character Based Development Code, the Planning Board hereby finds and concludes that the waiver to allow less than the required façade glazing is consistent with the Character Based Development Code and is therefore approved.

"Our Latchstring Always Out"

Such motion moved by Matt Schumacher, seconded by Mary Lynn Engel, and voted 4 in favor, none opposed (Ginsburg, Hansen, and King absent).

Final Building and Lot Plan and Major 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 June 8, 2023 for a Building and Lot Plan and Major Site Plan, North Yarmouth Academy, Applicant; 148 Main Street, Map 32 Lot 111, regarding the compliance with the applicable regulations and standards 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 the required standards and is therefore approved subject to the following conditions of approval.

Such motion moved by Matt Schumacher, seconded by Mary Lynn Engel, and voted 4 in favor, none opposed (Ginsburg, Hansen, and King absent).

Conditions of Approval

1. Prior to the issuance of any building permit, the applicant shall submit a response to the Traffic Peer Reviewers comments for review and approval by the Town Engineer and the Director of Planning & Development.
2. Prior to the issuance of any building permit, the applicant shall address the plan review comments of the Town Engineer outlined in his memorandum dated June 5, 2023, and receive approval from the Town Engineer.
3. Prior to the issuance of any building permit, the applicant shall submit a capacity to serve letter from the Yarmouth Water District and submit a utility plan that meets the requirements of the Yarmouth Water District to the Town Engineer and the Director of Planning & Development.
4. Prior to the issuance of any building permit, the applicant shall submit a landscaping plan that provides screening around the base of the modular classroom to the Town Engineer and the Director of Planning & Development for review and approval.
5. Prior to the issuance of any building permit, the applicant shall submit a snow storage plan to the Town Engineer and the Director of Planning & Development for review and approval.
6. Prior to the commencement of any soil disturbance the contractor shall install and maintain all appropriate soil erosion and sedimentation Best Management Practices (BMPs) per Maine Department of Environmental Protection latest standards. The Town will be performing site inspections and reviewing the inspection records per the Town's NPDES MS4 General Permit. BMPs must be installed prior to the disturbance of site soils and vegetation. If the disturbance exceeds one (1) acre, then the project will require coverage under the Maine Construction General Permit.
7. A sewer connection permit application and fee for the modular classroom shall be required prior to the issuance of any building permit. During construction of all sewer infrastructure, all work must be inspected by Town staff prior to backfilling and all sewer work shall be constructed per Yarmouth Town Standards. All sewer infrastructure to be abandoned all be as directed by the Town Engineer.
8. During construction of all sewer infrastructure, all work must be inspected by Town staff prior to backfilling and all sewer work shall be constructed per Yarmouth Town Standards.
9. All storm drainage infrastructure must conform to Yarmouth Town Standards and all connections to Town infrastructure shall be per Town requirements.
10. Prior to issuance of building permits or the commencement of work, the applicant and their selected construction contractor shall attend a pre-construction conference with Town staff at a mutually agreeable date and time. Also, prior to issuance of building permits, the applicant shall satisfy all Town concerns and provide updated drawings as required. All other permit applications and fees will be required prior to the release of a building permit.
11. The applicant shall work with the Department of Planning & Development to implement measures to protect the building and pedestrians from vehicles maneuvering in the adjacent parking lot.

Standard Conditions of Approval

1. Develop Site According to Plan: The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel shall require the prior approval of a revised site plan by the Planning Board or the Planning Authority.
2. Separate Building Permits Are Required: This approval does not constitute approval of building plans, which must be reviewed and approved by Yarmouth Code Enforcement Officer.
3. Site Plan Expiration: The site plan approval will be deemed to have expired unless work has commenced within one year of the approval or within a time period up to two years from the approval date if approved by the Planning Board or Planning Director as applicable. Requests to extend approvals must be received before the one year expiration date.
4. Preconstruction Meeting: Prior to the release of a building permit or site construction, a preconstruction meeting shall be held at the project site, Town Hall or other mutually agreeable location. This meeting will be held with the contractor, Town Engineer, Code Enforcement Officer and Director of Public Works representative and owner to review the construction schedule and critical aspects of the site work. The site/building contractor shall provide three copies of a detailed construction schedule to the attending Town's representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
5. Town Record Copies: One mylar copy and three paper copies of the plat showing book and page and date of recording must be submitted to the Town Engineer as well as a plat submitted digitally to the Town Engineer, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.
6. Landscaping: All required landscaping shall be guaranteed for a 2-year period.

The Planning Board also expressed favor for an awning over the entrance to the modular classroom to protect students, faculty, and visitors from any inclement weather. The Planning Board deferred that review to the Director of Planning & Development and the Code Enforcement Officer.

The Town of Yarmouth looks forward to continuing to work with North Yarmouth Academy on campus planning projects and reminds North Yarmouth Academy of the requirement to present project plans to for an elevator installation at Curtis Hall by July 2024 per our October 2021 correspondence. Please let me know if you have any questions about this approval.

Sincerely,



Erin Zwirko, AICP, LEED AP

Director of Planning & Development

CC:

Chair and Members of the Yarmouth Planning Board

Nathaniel J. Tupper, Town Manager

Steven S. Johnson, Town Engineer

Erik S. Street, Director of Public Works

Karyn MacNeill, Community Services Director

Daniel Gallant, Police Chief

Michael Robitaille, Fire Chief

Scott LaFlamme, Economic Development Director

Nicholas Ciarimboli, Code Enforcement Officer

File copy

"Our Latchstring Always Out"