#### Stantec Consulting Services Inc.

2211 Congress Street Suite 380 Portland, Maine 04102-1955

August 9, 2022

Alex Sirois Town of Raymond - Code Enforcement Officer 401 Webbs Mills Road Raymond, Maine 04071

Subject: Site Plan Application for Proposed Site Improvements

Service Area of the Raymond Elementary School

Dear Mr. Sirois:

On behalf of RSU 14, attached please find a site plan application for improvements at the service area of the Raymond Elementary School submitted for your review and approval. The three main features include:

- 1) 4 propane tanks within a fenced area to be installed in 2022.
- 2) A dumpster pad and fencing to be installed in 2022.
- 3) A maintenance building, oil tank and generator to be installed in the future (for information only approval not requested at this time).

All the above features have been shown on the attached layout plan to best plan the phased improvements at the service area. Please contact our office with any questions or to set up a meeting to review the proposed improvements.

Regards,

STANTEC CONSULTING SERVICES INC.

Dwight D. Anderson, P.E.

Senior Associate

Phone: (207) 887-3438

Dwight.Anderson@stantec.com

Attachments -Application (9 pages)

-Plan and Detail Sheets Dated 2022\_08\_09 (3 Sheets)

-Propane line run inside building (1 Sheet)

c: William Hansen, P.E. - RSU 14



# Town Of Raymond Maine Submissions Checklist and Requirements for Major, Minor and Staff Review Site

### **Applicant and Project Name:**

RSU 14 c/o William Hansen, P.E. 228 Windham Center Road, Windham, Maine 04062 --- Phone (207) 892-1800

Site Plan Application for Proposed Site Improvements

Service Area of the Raymond Elementary School

## **Street Address of Proposed Project:**

434 Webbs Mills Road, Raymond, Maine

#### **INTENT OF SUBMISSIONS CHECKLIST:**

The purpose of this checklist is to provide applicants a reminder checklist of the common elements typically required by Land Use Ordinance, and to assist the Planning Staff or Planning Board. This does not replace the requirements and responsibilities of the applicant to follow the Land Use Ordinance. This is meant to be used as a tool and as guidance to help the applicant with preparing a complete document. Please note that the Planning Staff and/or Code Enforcement Officer may determine that any project may be elevated to Planning Board Review if determined there are items of the proposed project that promote substantial concerns, public opposition/concern, or could require a waiver of the Performance Standards.

Please check off appropriate box, fill in spaces provided, or attach separate documents to support the application requirements and checklist items. If the item is not applicable to the proposed project, please label N/A or leave the associated box or space blank. Thank you.

#### **BASIC APPLICATION INFORMATION:**

- Read, fill out required application form, and comply with all the submission requirements of the Site Plan Ordinance. See Raymond Land Use Ordinance, Article 10 – Site Plan Review, D. Submissions.
- Name, address, phone # for record owner and applicant.
- Names and addresses of all consultants working on the project
- Appropriate application fees and/or review escrow fees included
- Provide necessary copies of application documents and plans per the level of review authority:
- Planning Board Review 15 copies of all documents & copies of plans shall be submitted as 8 full sized and 7 reduced plans to fit on 11" x 17" plan sheet
- Staff Review 5 copies of all documents and plan copies shall be all full sized

# Type of Proposed Land Use:

a.	Residential					
b.	Commercial					
c.	Industrial					
d.	Recreational					
e.	OtherEleme	ntary School				
If yes, wh	at size or class	f a Subdivision? of Subdivision? and date of Ray	Major	Minor _	Amended d approval	
•		, Page		_	· · · ———	_

**Site Plan Classification:** Refer to Raymond Land Use Ordinance, Article 10 – Site Plan Review, B. Authority and classification of Site Plan

#### Staff Review

- New Building 500 SF to 2,400 SF
- Any Exterior renovation that does not exceed 2,400 SF
- Additional or altered impervious surface that does not exceed 10,000 SF
- All Backlot and Backlot Driveways

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- New Building that does not exceed 4,800 SF
- Any Exterior renovation that does not exceed 4,800 SF
- Additional or altered impervious surface that does not exceed 20,000 SF

# Major

- o New Building that exceeds 4,800 SF
- o Any Exterior renovation that exceeds 4,800 SF
- o Additional or altered impervious surface that exceeds 20,000 SF

**Amended Plans**: Refer to Raymond Land Use Ordinance, Article 10, B.3 for descriptions

- De Minimus Revisions
- Staff Review Revisions
- Minor Site Plan Revisions
- Major Site Plan Amendments

**Road Development:** Refer to Raymond Street Ordinance for Design Standards

- Private
- Backlot Driveway
- Amended/Road Extension

Shoreland Zoning: Refer to Raymond Shoreland Zoning Provisions
The project falls within the Shoreland Zone Yes No
Please note that Raymond's Shoreland Zone setback is 600 feet from a great pond/lake exceeding State requirement. See the official Shoreland Zoning Map for official determination.
If yes, name of protected waterbody/resource and distance from resource edge

Conditional Rezoning: See Raymond Land Use Ordinance, Article 7 –
Amendments, D. Conditional Rezoning
Has Conditional Rezoning been granted? Yes No
If yes, date of approval and recorded deed/document information

**Site Plan Application:** Refer to Raymond Land Use Ordinance, Article 10, Site Plan Review, D. Submissions

- O Name of proposed Project Refer to attached cover letter and plans dated 8/9/2022
- Project Narrative describe project location, existing conditions of the site and proposed improvements
- Evidence of right, title or interest in the property (i.e., deed, purchase agreement)
- Proposed Use Structure size, added net impervious area
- Land Setback Constraints Zoning yard setbacks, ZBA approval if required
- Land Use Restrictions Easements, Buffers, Deeded limitations
- Opportunities of Site Open Space, Trails, Public Connectivity or Land Preservation
- Estimated Timetable of the Project Permit approvals, Construction
   Phases and Project Completion

**Identify the following requirements as part of the Final Plan:** Refer to Raymond Land Use Ordinance, Article 9, Minimum Standards

- Survey Services required Boundary by licensed Maine Surveyor, topography (datum) information with 2-foot intervals; metes and bounds description; ROW delineation; benchmark elevation
- Parking Provisions Required parking to floor area use ratio, number of proposed, number required, number handicap accessibility spaces, space dimensions, entrance locations, loading docks, green space/islands. Refer to Raymond Land Use Ordinance, Article 9, Minimum Standards, C. Off-Street Parking, D. Off-Street Loading and Article 10, Site Plan Review, F. Performance Standards 1-15
- Traffic Study Trip generation; peak usage; driveway access/entrance permit; local intersection impacts

- Utility Service Points of origination; location; above or underground install, Letter of capacity to serve
- Building Design Proposed building footprint plan; side and front elevation views; locations of access
- Site Lighting Cut-off light fixture detail; pole height; locations;
   photometrics/lighting intensity plan
- Septic Design Daily flow; subsurface wastewater layout size, location, test pit logs, HHE-200
- Solid Waste Removal Estimated solid waste generated by proposed use; removal process/hauler; dumpster location; recycling efforts; needs for special waste
- Groundwater Protection Aquifer protection; well location; hazardous materials contain/storage; SSPP
- Stormwater Management Refer to Article 10, Site Plan Review,
   D. Submission Requirements, 14 watershed analysis; peak runoff calculations; pipe sizing; runoff quantity and quality
- Stormwater Design Requirements Refer to Article 9, Minimum
   Standards, X. Stormwater Quality and Phosphorus Control phosphorus export treatment calculations or Point System computations
- Erosion and Sedimentation Control Design silt fencing locations;
   sediment barriers; slope protection geotextile fabric/stone sizing, channel protection
- o Landscaping Buffers, plantings, plant species size and locations
- Soils Mapping medium/high intensity soils maps, test pit logs, geotechnical reports
- Fire Prevention nearest hydrant identified, sprinkler/suppression requirements, fire lane/site access, Department review sign-off
- Signs Proposed site signs, location, height, size, illumination, wayfinding signs, traffic controls
- Design Guidelines for Commercial Zoned Properties Recommend to address the Raymond Design Guidelines. A separate document is available online or at the Town Office. Prepare a narrative addressing each component of design as outlined in the Guidelines
- Waiver Requests Any waiver request must be submitted in writing with the application. Only the Planning Board can approve a waiver request.

# Other State/Federal Agency permits/review (if required) o Federal - Army Corp Yes No Other - \_\_\_\_\_\_ State DEP – Site Location Application Stormwater Management \_\_\_\_\_ Yes \_\_\_\_\_ No Permit by Rule \_\_\_\_ Yes \_\_\_\_ No NRPA Permit \_\_\_\_\_ Yes \_\_\_\_ No Yes No Wetland Alteration o VRAP or ESA Approval \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Yes \_\_\_\_ No Other (specify) 0 State – MDOT Traffic Movement Permit-TMP Yes No **Entrance Permit** Yes No DHHS Wastewater design approval Engineered system > 2000 gal/day Yes No **Road Development** – Refer to Raymond Street Ordinance for Design Standards and refer to Article 10, Site Plan Review, T. Back Lots and Back Lot Driveways \_\_\_\_ Yes \_\_\_\_ No Backlot Driveway \_\_\_\_ Yes \_\_\_\_ No Private Road Public Street \_\_\_\_ Yes \_\_\_ No Proposed Access originates from (name of road/street/lane/way) Proposed road/backlot driveway name to be confirmed by E-911 Proposed length (LF)

Proposed # of lots/units accessing proposed road/backlot driveway

Proposed travel width \_\_\_\_\_\_

Total impervious area of travel surface (SF)

	0	Road Terminus selected			
		Hammerhead Turnaround _	Yes	No	
		Cul-de-Sac/terminus circle _	Yes	No	
		Loop	Yes	No	
	0	Draft deed of new access/priv	ate road or l	backlot driv	/eway
	0	Current Road Frontage			
		Original Lot SF	Proposed Lo	t(s)	SF
	0	Closest driveway to proposed	access/road	l/backlot dr	iveway (provide
		map with distance)			
	0	Proposed Private Road owner	ship		
		One Owner	Yes _	No	
		Shared Ownership	Yes	No	
		Homeowner Association	Yes	No	
		Other (describe)			
	0	Waterbody/Wetland Impacts	(on-site flag	ging/mapp	ing, type of
		resource, crossing/filling locat	ion and esti	mated fill v	olume (CY),
		minimization and avoidance)			
	0	Engineering/Professional Desi	gn required	(culvert siz	ing, stormwater
		calculations, phosphorus expo	ort, treatmer	nt computa	tions, erosion and
		sedimentation control plan)			
	0	Survey Services required (bou	ndary, topog	graphy info	rmation with 2-
		foot contour intervals, metes	and bounds	description	ı, ROW
		monumentation)			
Road	Pla	n Requirements			
0	Ro	ad cross section of materials (s	surface and b	oase mater	ials and depths)
0	Pla	an and profile view of proposed	d road/acces	s (stationin	ıg, vertical
	cu	rve/slope date)			
0	Proposed drainage measures				
0	Erosion control measures locations				
0	Tre	Tree clearing limits			
0	Ro	ad curve data (Pt & Pc stationi	ng, radius, le	ength)	
0	Pro	oposed utility locations (catch	basins, storn	n drains, wa	ater, electrical,
	ga	s. cable. etc.)			

o Zoning Space and Bulk requirements

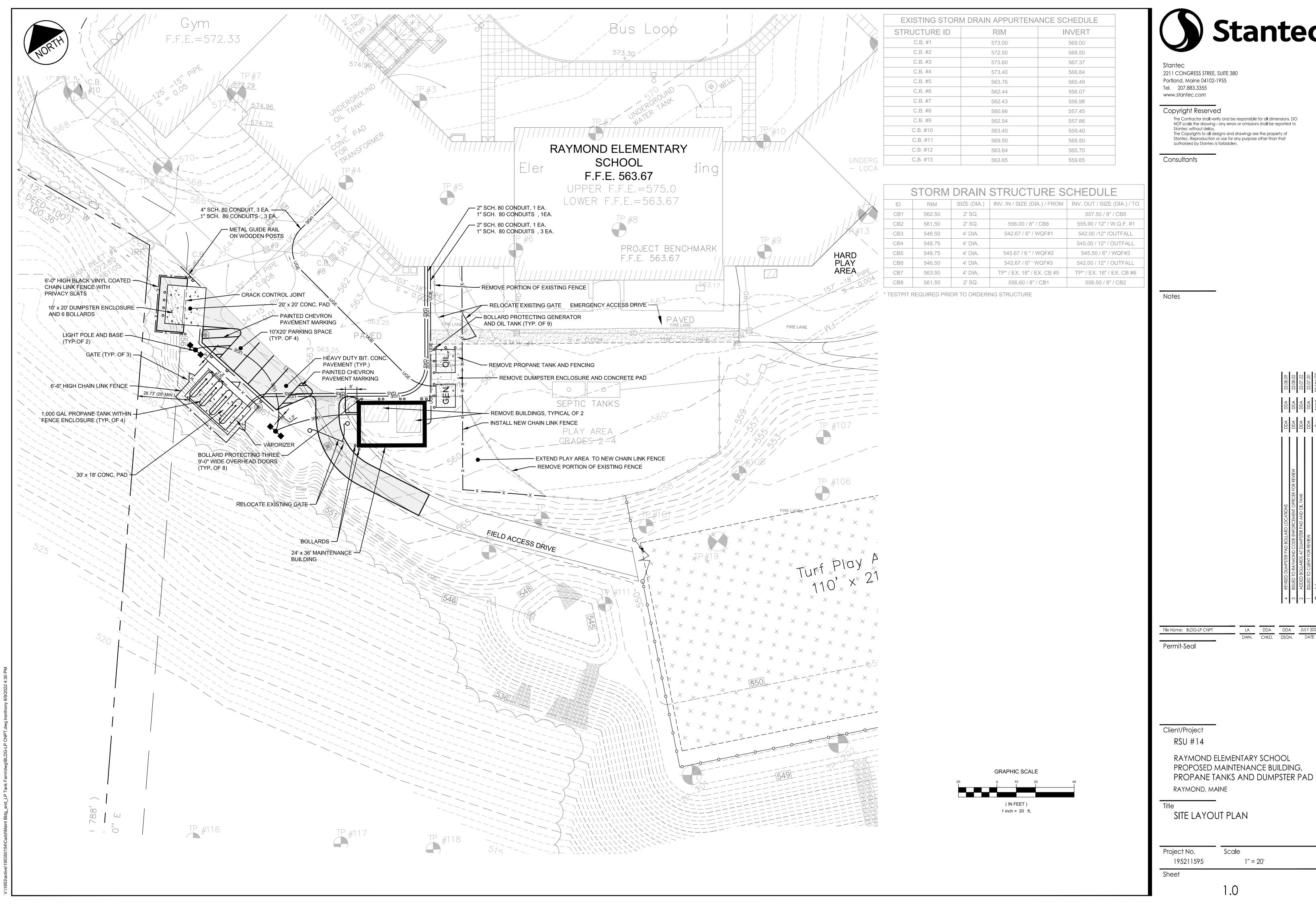
C	)	Stormwater phosphorus export treatment calculations or Point System
		computations
	)	Is the proposed property and access or private road/backlot driveway part
		of a previously approved plan? Yes No
		If yes, indicate:
		Project name
		Date approved
		Recorded Deed information (date, book & page)
Sho	re	eland Zoning (SZ) - Refer to Raymond Shoreland Zoning provisions
	)	Proposed Use(s)
C	)	Type of Shoreland Zone LRR1 LRR2 SP RP
C	)	Existing Lot Size SF/AC Percent of Lot in SZ
C	)	Existing Impervious Area on Lot SF
		<ul> <li>Percent of impervious area on existing lot</li> </ul>
	)	Proposed Impervious Area on Lot SF
		<ul> <li>Percent of impervious area on existing lot</li> </ul>
	)	Closest horizontal distance of structure development and soil disturbance
		to waterbody or protected resource LF
	)	Mapping of Floodplains – include FEMA or FIRM maps, indicate 100-year
		flood elevation
	)	Label Proposed Structure Footprint size (SF) and height (LF)
C	)	Is tree clearing within 100 feet of waterbody or resource required?
		Yes No
	)	Acquisition of State Department sign offs
		<ul><li>Protected/Endangered species</li><li>Yes</li><li>No</li></ul>
		<ul> <li>Historical</li> <li>Yes</li> <li>No</li> </ul>
		<ul> <li>Essential Habitats</li> <li>Yes</li> <li>No</li> </ul>
		o Aquatic Wildlife Yes No
		<ul><li>Wading Birds</li><li>Yes</li><li>No</li></ul>
		<ul> <li>Other (specify)</li> </ul>

# **Final Site Plan Necessities**

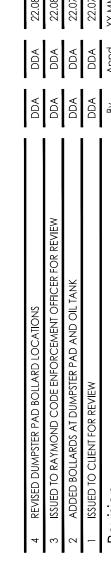
 Provide a signature and date block on the final plan for Planning Board or Planning Authority Signatures

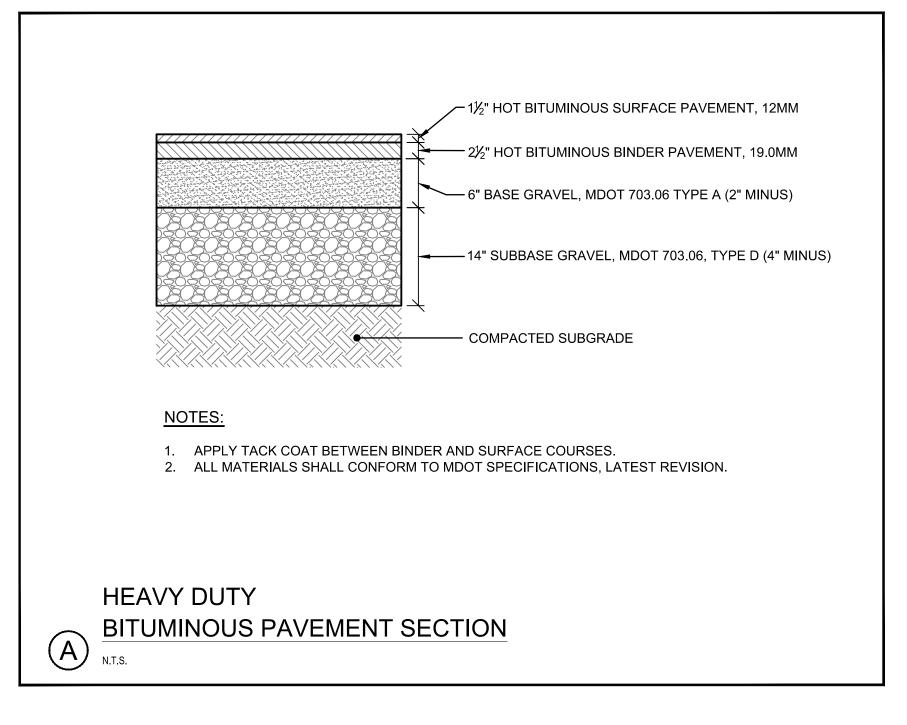
- All Planning Board waivers shall be noted on the Final Plan prior to signing of the approval
- All conditions of approval shall be noted on the Final Plan prior to the signing by the Planning Board or Planning Authority
- Development requiring Subdivision review or Road Development Plans, shall provide a recording block and be recorded in the Cumberland County Registry of Deeds within 60 days of the Planning Board signing the approved plan
- The applicant is requested to provide a final pdf electronic version of the Final Plans upon approval
- All Planning Board of Staff approvals are accompanied by a formal Finding of Fact document or letter
- All application fees, escrows or applicable performance bonds or estimated inspection fee escrow accounts are to be reviewed and approved by the Town and PAID IN FULL. The applicant cannot commence construction until such fees are paid in full
- For diligent processing of Final Site Plans the applicant should reply in writing to the Criteria and Site Plan Standards that the Planning Board shall consider for determining approval for Site Plan Review. That criteria is located in Article 10, Site Plan Review, E. Criteria and Standards, a-k
- For diligent processing of Final Shoreland Zoning Applications, the applicant should reply in writing to the required findings that the project meets the criteria as located in the Shoreland Zoning Provisions, Section 16, D. Procedure for Administering Permits, 1-9

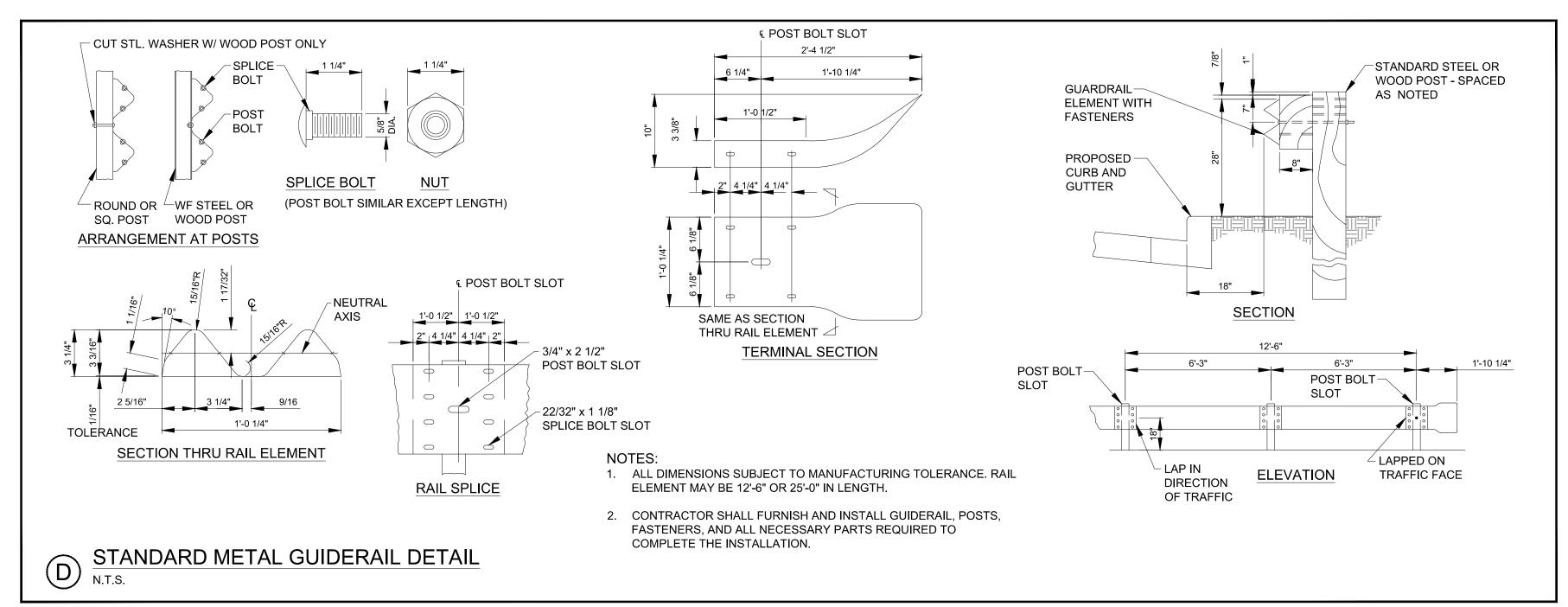
NOTE: FEES WILL BE CALCULATED AFTER RECEIPT OF APPLICATION AND PRIOR TO BEING PLACED FOR HEARING.

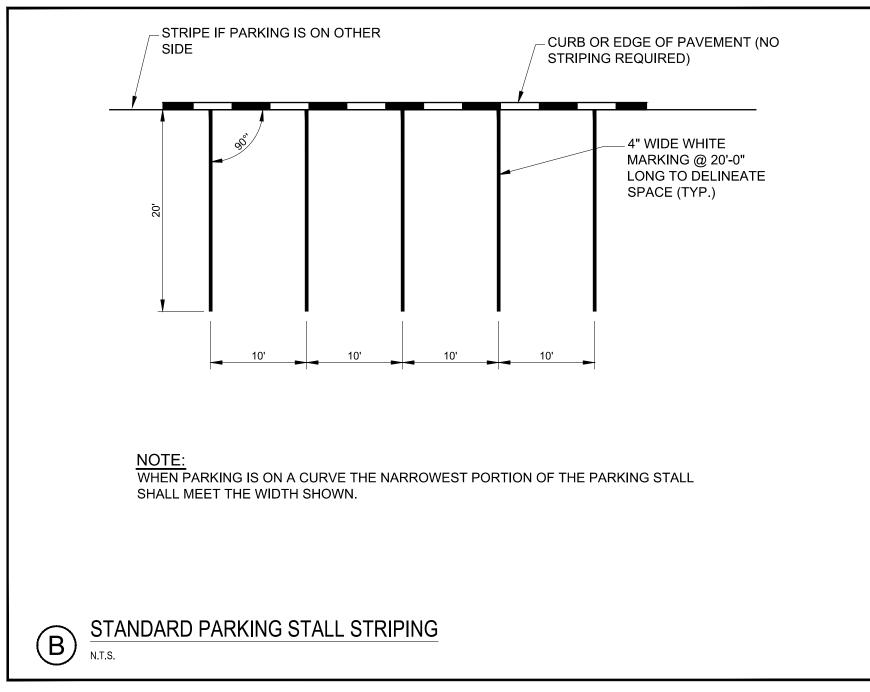


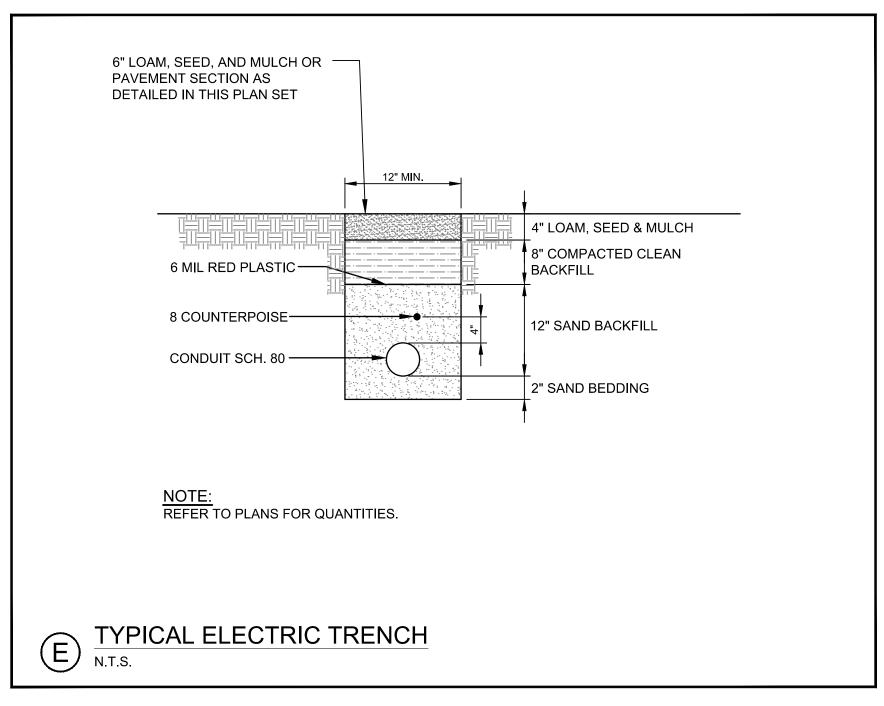


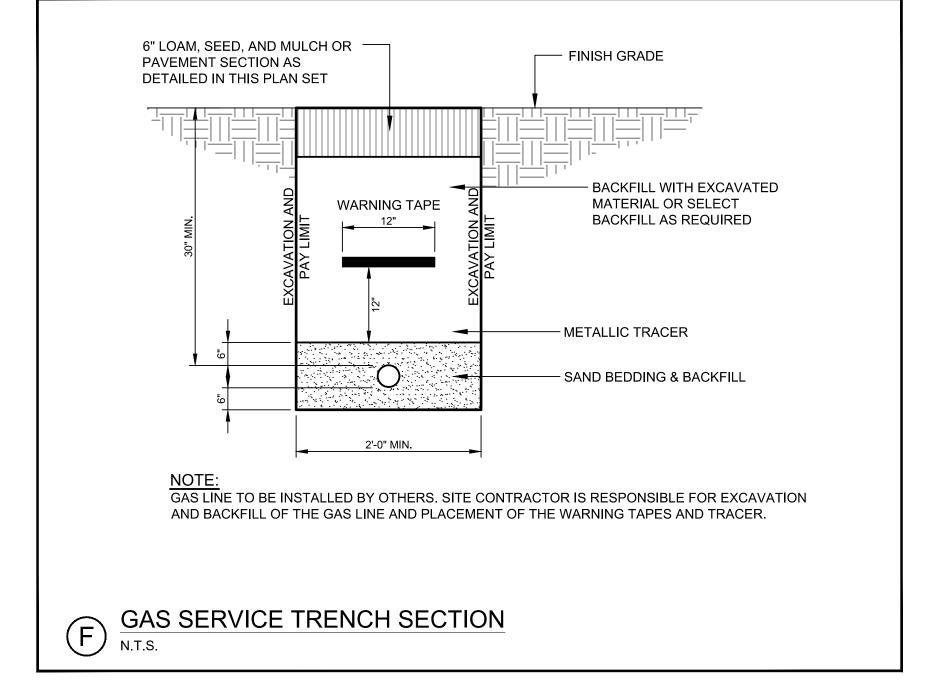


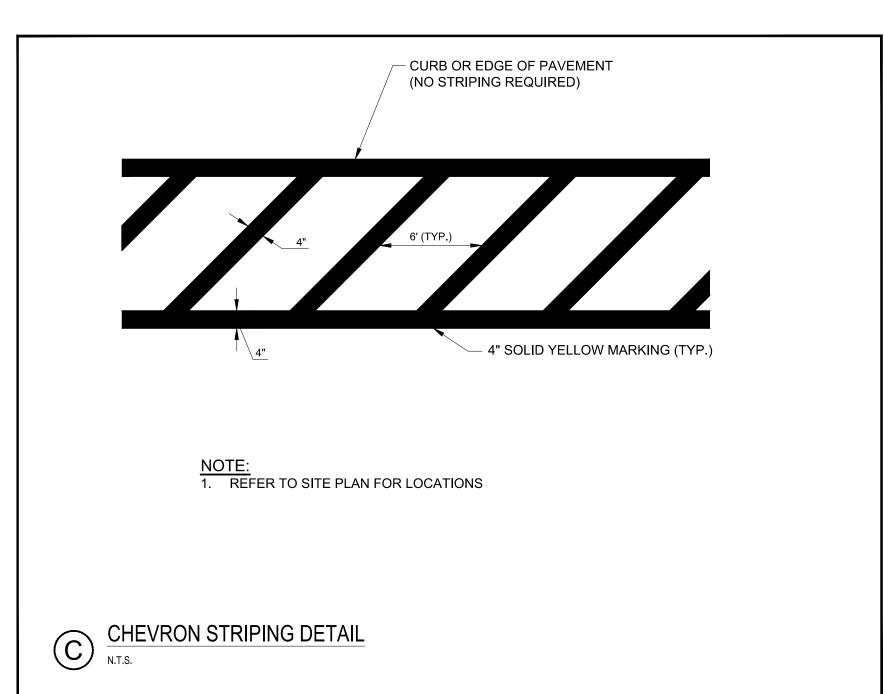


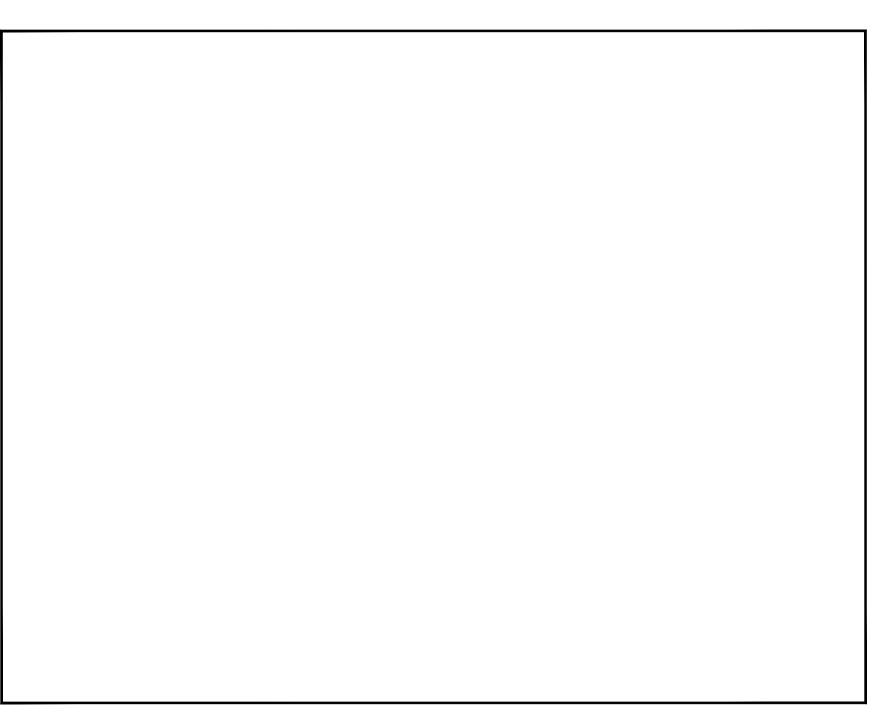


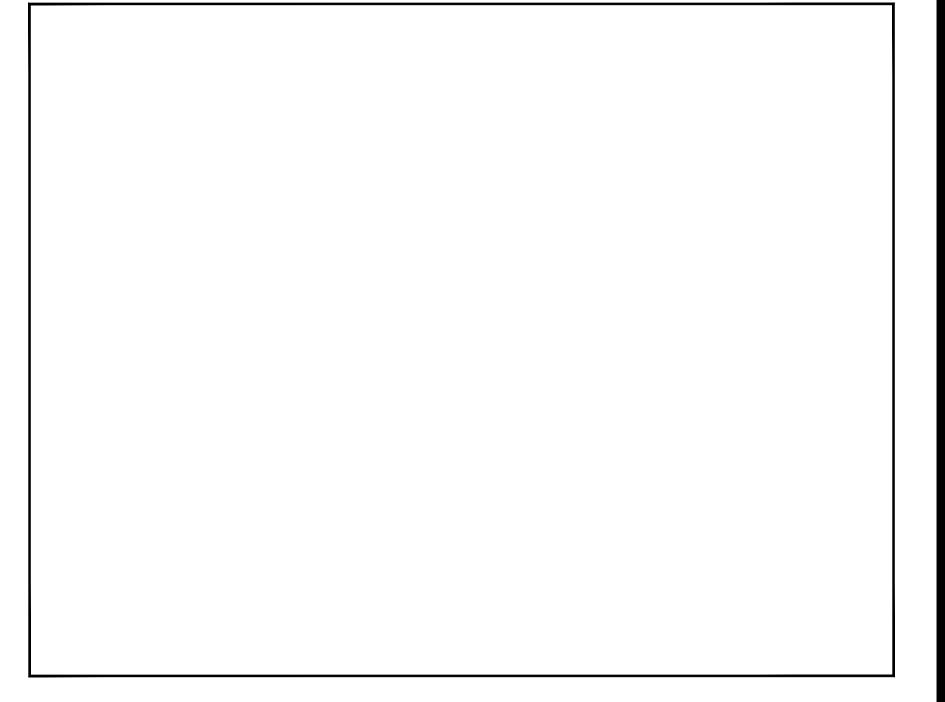














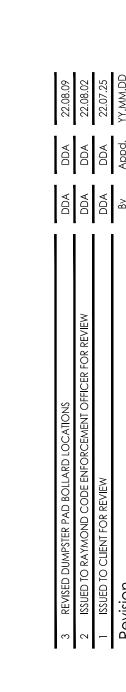
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File Name: BLDG-LP DETAILS

Permit-Seal

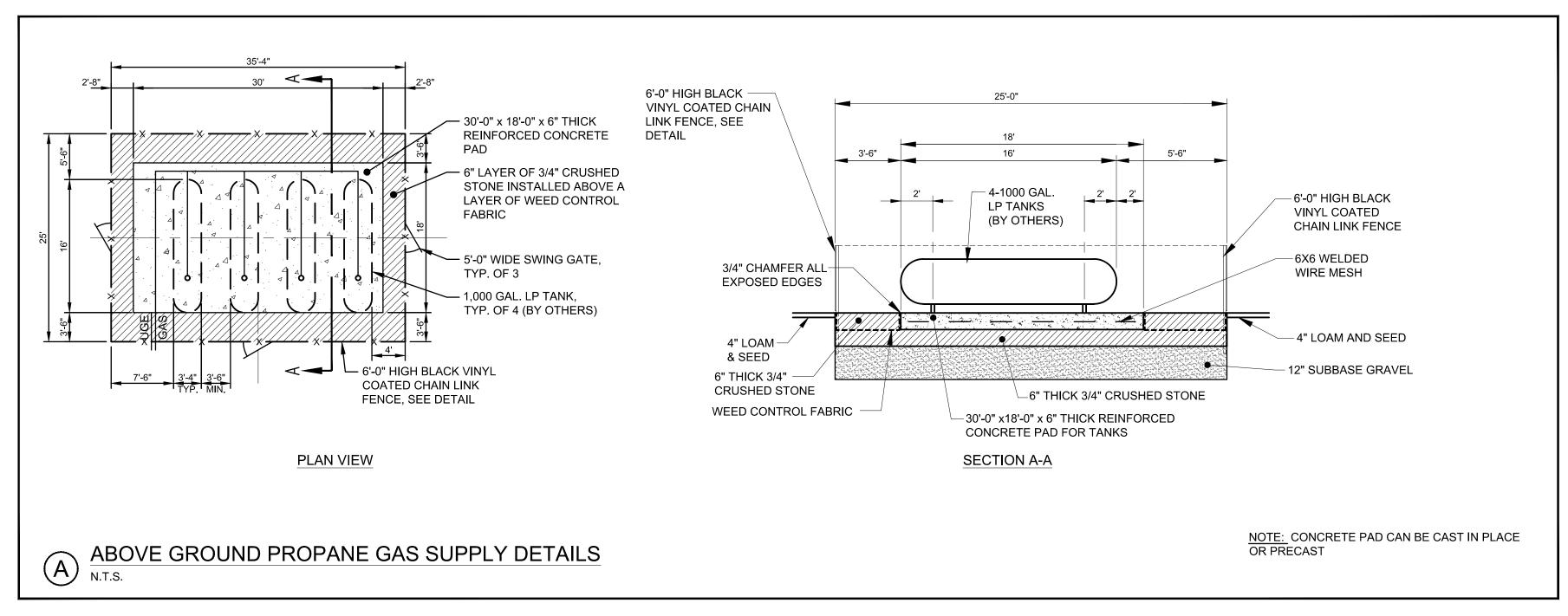
Client/Project RSU #14

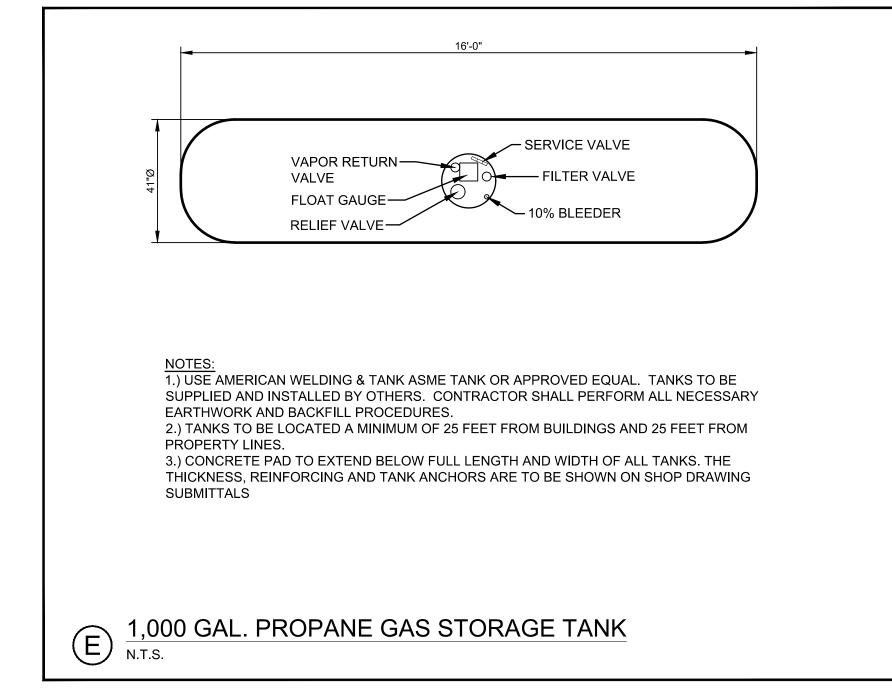
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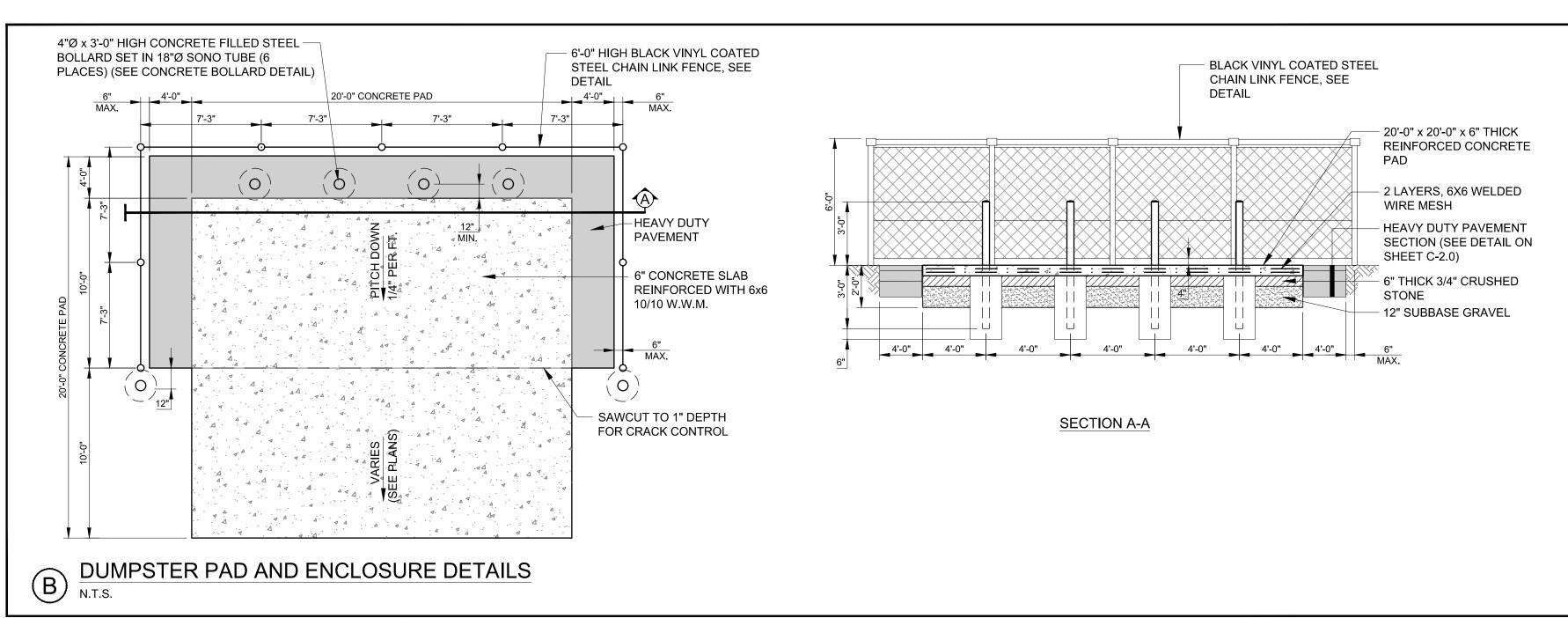
SITE DETAILS

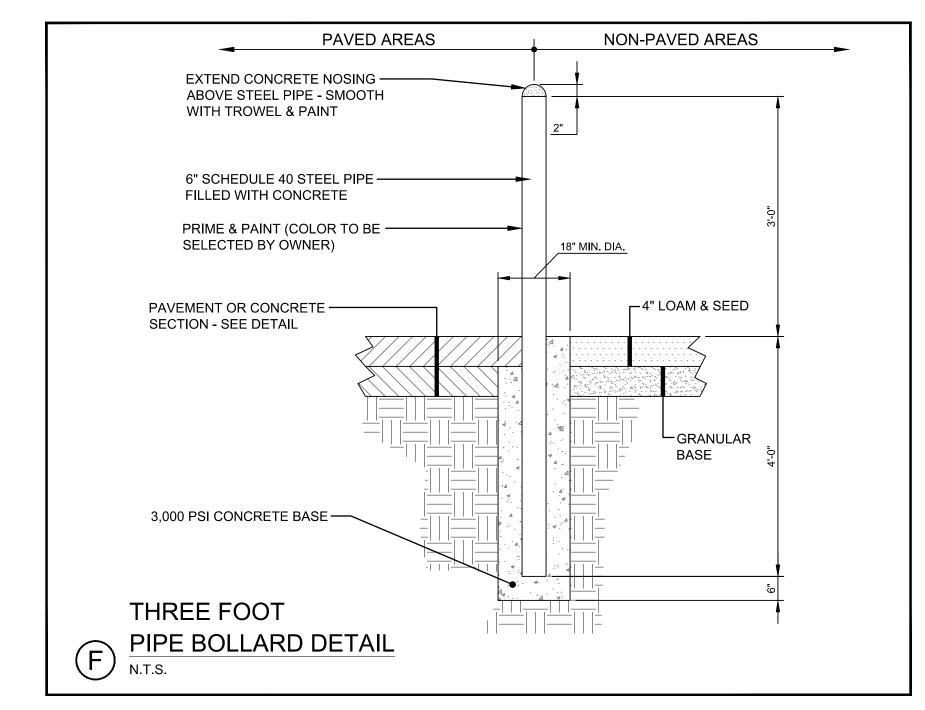
Scale Project No. 195211595 **AS NOTED** Sheet

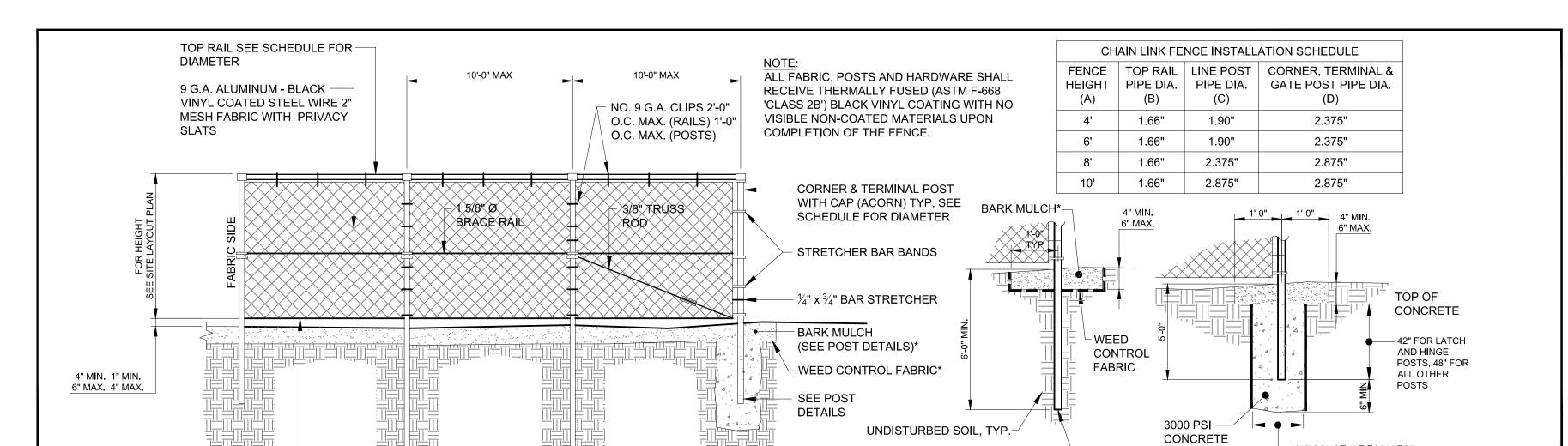
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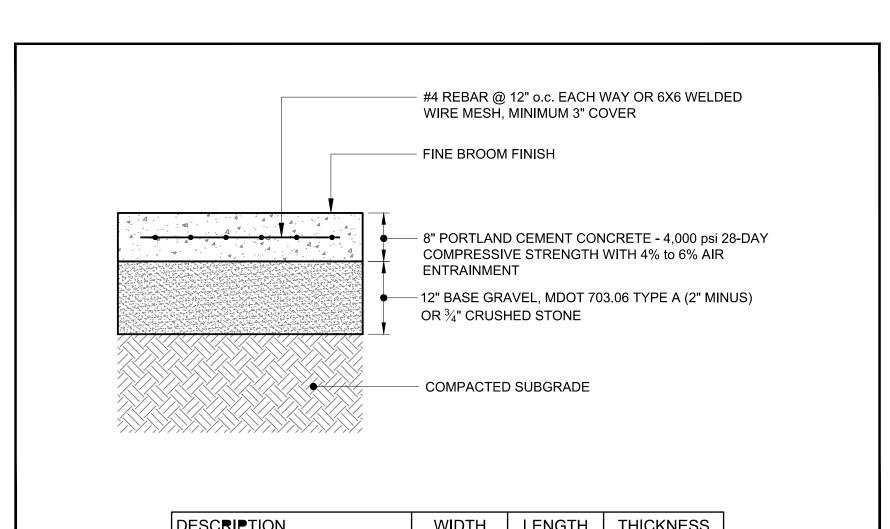














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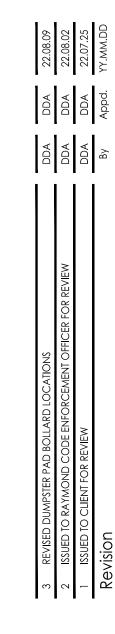
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Notes



File Name: BLDG-LP DETAILS LA DDA DDA JULY 2022
DWN. CHKD. DSGN. DATE

Permit-Seal

Client/Project RSU #14

> RAYMOND ELEMENTARY SCHOOL PROPOSED MAINTENANCE BUILDING, PROPANE TANKS AND DUMPSTER PAD

RAYMOND, MAINE

