

**WESTBROOK PLANNING BOARD  
TUESDAY, JUNE 16, 2020, 7:00 P.M.  
TELECONFERENCE  
MINUTES**

*MINUTES MAY NOT BE TRANSCRIBED VERBATIM. SECTIONS MAY BE PARAPHRASED FOR CLARITY. A COMPLETE RECORDING MAY BE OBTAINED BY CONTACTING PLANNING AND CODE ENFORCEMENT at 207-854-0638 ext. 1220 and [lgain@westbrook.me.us](mailto:lgain@westbrook.me.us)*

**Chairman Rene Daniel** opened the Planning Board meeting.

In accordance with Public Law Chapter 617 adopted as emergency legislation by the Maine State Legislature on March 17, 2020 and signed into effect by Governor Mills, 1 MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19.

**1. Call to Order**

<b>Rene Daniel (At-Large) – Planning Board Chair</b>	<b>Present</b>
<b>Rebecca Dillon (Ward 1) – Planning Board Vice Chair</b>	<b>Present</b>
<b>Jason Frazier (Ward 2)</b>	<b>Present</b>
<b>Joseph Marden (Ward 3)</b>	<b>Absent</b>
<b>Robin Tannenbaum (Ward 4)</b>	<b>Absent</b>
<b>Ed Reidman (Ward 5)</b>	<b>Present</b>
<b>John Turcotte (At-Large)</b>	<b>Present</b>
<b>Nancy Litrocapes (Alternate)</b>	<b>Present</b>
<b>Larry McWilliams (Alternate)</b>	<b>Present</b>

**For the record, the following Staff are in attendance:**

**Jennie Franceschi, Planning and Code Director, Rebecca Spitella, Assistant Planner, David Finocchietti, Code Enforcement Officer, Linda Gain, PACE Coordinator**

**2. Approval of June 2<sup>nd</sup>, 2020 Minutes**

**Ed Reidman** moved to approve June 2<sup>nd</sup>, 2020 Minutes

**2<sup>nd</sup> by John Turcotte**

**Roll Call Vote:**

<b>Jason Frazier (Ward 2)</b>	<b>Yes</b>
<b>Robin Tannenbaum (Ward 4)</b>	<b>Absent</b>
<b>Joseph Marden (Ward 3)</b>	<b>Absent</b>
<b>Ed Reidman (Ward 5)</b>	<b>Yes</b>
<b>John Turcotte (At Large)</b>	<b>Yes</b>
<b>Nancy Litrocapes (Alternate)</b>	<b>Yes</b>
<b>Larry McWilliams (Alternate)</b>	<b>Yes</b>
<b>Rebecca Dillon (Ward 1)- Planning Board Vice Chair</b>	<b>Yes</b>
<b>Rene Daniel (At large) - Planning Board Chair</b>	

## NEW BUSINESS

Rebecca Spitella introduced item:

3. 2020.20 – Site Plan Amendment, Shoreland Overlay Zone – 5 Bradley Dr – Abbott Diagnostics – Public Hearing: The applicant is proposing a +/- 46,200 sf expansion to an existing building for manufacturing use and associated site improvements, improved access drive and an expanded 416-space parking area. Tax Map 005B Lot 034 Zone: Manufacturing District, Shoreland Overlay Zone

Jeff Aceto from SMRT Architects of Portland is introduced at meeting on behalf of Abbott Diagnostics of Scarborough. He introduced other project team members, Frank Costello from SMRT Architects, site team leader and landscape architect and 2 principal architects, Craig Piper & Andy Tyner Tom Errico- Traffic Consultant and director of transportation engineering from Abbott Labs- Andy Wilkinson- site manager, and Denis Boissonneault, facilities manager

John will be discussing the history of parcel, existing conditions, proposed conditions, architectural renderings, and the building itself.

In 2004 Olympia Sports acquired a permit to add on the building on the east side. The permit was approved but never acted on. They came back in 2008 and again the permit was approved and lapsed.

- The rendering of improvements is displayed
- 46,200 addition on east side of building and another 600-sf addition in front of building for elevator for access to mezzanine
- This land is leased by Abbott and improvements include expansion of 416 parking spaces
- Mechanical yard for chillers and generators in the rear of site enclosed in a sound containing system and there are 2 generators on the southerly boundary as well
- They will be reusing the 2 existing storm water ponds are of adequate size and all drainage will be directed to these ponds
- The site layout plan was displayed at this time showing that lot is presently conforming, and the proposed project will maintain this conformance
- Max height of building is listed as 35'4" at the loading dock, but the elevator height was not included, and this number will be updated, but it does meet the current standard
- The building rendering was displayed and shows that all elevations are less than 75 feet and show that the same building materials, colors and textures are being used
- There will be several assembly lines of operation inside with production Covid test kits working 24/7. There will be 2 shifts, appx 350 workers during peak shifts, which is from 5 am to 5 pm. They signed a 7-year lease and will eventually be manufacturing other products and test kits as well
- This is basically a kit assembly process
- Landscape drawing to try to green up this industrial site with improvements and adding trees, benches and picnic tables for employees
- A sketch was displayed that showed where firetrucks will have ample access to site and there will be a fire hydrant added, for a total of 3 on this site
- Providing reconstruction of area of Pershing Way where pavement is failing

- Tom Errico, traffic consultant for TY International is introduced
- Project will generate 136 new vehicles to the system during AM peak hour and 130 during PM peak hour  
This project gets credit for what was generated for traffic from the prior use, so from the DOT's perspective, it will be less than these numbers, and about 20 vehicles less during peak hours as noted with the net increase of 116 trips in AM and 108 trips in afternoon traffic. These numbers trigger need for traffic movement permit and that is in the works now, almost ready for submission. They've been in contact with Steve Landry and he has offered to give this application priority for review and processing, and to schedule a scoping meeting in terms of what is being looked at from the traffic study perspective
- Eisenhower Drive at Bradley and Pershing Way have limited crash problems, but Spring and Eisenhower is a high crash location. Idexx has a traffic movement permit in process of improving that intersection with installing a traffic signal extending the left turn lane on northbound Spring Street that is slated for construction late summer with implementation by next spring
- Traffic study projected to look intersections at Bradley Drive & Eisenhower Dr, Pershing Way & Eisenhower Drive, and the 2 intersections of Eisenhower Dr & Saco St, and Eisenhower Dr & Spring St
- There will be no traffic counts at this time due to Covid 19, they will likely use Idexx count data for this information, and add on these trips and then evaluate the system and see what the outcomes will be regarding the traffic review
- Jeff Aceto mentioned this site is also encumbered by a Site Locations Development Act Permit and will require a major amendment. They have had a preapplication and presubmission meeting with DEP and are planning on submitting that this week.
- Two areas that need to be further defined in the City application to be part of the DEP application, is to submit a full storm water report meeting DEP standards to the City, and secondly a noise study which is projected to be available by July 1<sup>st</sup>, 2020

We are happy to answer any questions that the Board may have.

#### **Rene Daniel Staff Comments?**

**Jennie Franceschi** City is very excited to have this project coming to Westbrook. We've been working diligently with the applicant to facilitate the review process, and they have been doing a tremendous amount of work in a very short period of time. As you can see in the comments, that there are still items that need to be addressed that have been provided to the applicant. To some extent they have already been incorporated into their plan. We are also working with them with DOT on ensuring that we put together the package that we feel is necessary for traffic impact to the area. Tonight, we are hoping that the public hearing as well as the feedback from the Planning Board, will allow the applicant to then provide a complete packet of information and we request that the Board continue this item until July 17<sup>th</sup>, 2020

#### **Planning Memo**

##### ***Project Description:***

*The applicant is proposing a +/- 46,200 sf expansion to an existing building for manufacturing use and associated site improvements, improved access drive and an expanded 416-space parking area.*

*The applicant is a medical testing manufacturer which is expanding its efforts in the COVID 19 testing components. This project site would be manufacturing those components. To facilitate getting the*

manufacturing underway as quickly as possible due to the pandemic, the applicant proposed a phasing plan to phase in the level of employees and production, understanding that permitting requirements take time to acquire. The phasing plan was broken down into employee counts, and then the City provided feedback to the applicant where levels of permitting were required. **See Exhibit 13.**

The applicant requested a minor amendment to allow the facility to work under the threshold of the previous employee counts of the Olympia Distribution center. The Minor Amendment afforded the applicant to work up to their phase 3 level of employees which stays within the threshold of their traffic counts. This initial approval was granted through the minor amendment process. The site is under construction based on this approval.

Phases 4 and beyond required Planning Board review and approval. The application includes the building expansion and the full buildout of the onsite & offsite improvements. The major issues the applicant is in process of addressing are MDOT Traffic Movement Permit, MDEP Site Location of Development Amendment, a final offsite parking arrangement, CMP electrical systems, and abutter easements.

At the peak employee times, the site will be employing 480 per shift and running 3 shifts a day for a 24/7 operation. Coming into the fall the applicant sees automation of the process being utilized and the employee count will drop down to 340 per shift.

The public hearing for this item was posted to ensure the applicant would receive sufficient review and comments, and to afford a timely process understanding the needs of this operation world-wide during this time.

We included in the packet the written response to comments from the applicant which addresses most of the comment list below. The updated plans referenced in the response comments will be provided in the presentation on Tuesday night. Although the list below appears long, Staff wanted to show the Board the comments list in its entirety as the applicant is not seeking final approval in this meeting but rather looking to collect all comments to wrap into a final submission for the July 7<sup>th</sup> meeting.

**Project History:**

June 16, 2020 – Public Hearing

**Staff Comments:**

**Utility:**

1. No changes proposed to existing water-sewer-gas connections
2. All new electric required to be underground from parcel line
3. Coordination needed between FD and CMP regarding electrical connection and associated requirements (labeling, disconnect location, etc.) See letter from FD dated ...
4. Ability to Serve from Water and Sewer
5. The two generators on the South side of the site – will there be fencing around the Generators?
6. CMP Poles – Protection of the poles along the Easterly side of the Parking lot appears necessary. May need to strip out one spot to further protect the pole to install a guard rail appropriately.

**Traffic-Parking-Circulation:**

1. Provide curbing around full perimeter of parking lot
2. Upgrading of Pershing way – will need more detailed engineering plans (24' wide, drainage work, etc)

3. Sidewalk – raised with curbing (improvements to existing walk located at front of building?)
4. Create loop system of sidewalk around entire structure
5. Stop bars
6. Increase lighting at northerly Pershing Way access point
7. Provide Shift Times for workers
8. MDOT Traffic Scoping meeting application – Please provide copy to City of application.

**Stormwater:**

1. Final stormwater design work is needed to demonstrate Pre to Post criteria is met.
2. Where does underdrain pipe in new bench go to?
3. Please provide clean out for underdrain pipe.
4. What is the treatment at the end of the outlet pipe into the wet pond?
5. Please show piping system on utility plan for the stormwater system all the way through Reach 10.

**Emergency Access:**

1. Provide turning template through site
2. Expansion fully sprinkled and fire alarm. Need verification fire flow is adequate required
3. If new sprinkler design - Separate service for sprinkler pump in existing building. Provide separated 1-hour fire rated sprinkler room

**Plans:**

1. Provide a barrier along the easterly edge of the parking lot to increase security to the Nature's Design lot. (Boulders, guardrail, fencing, etc.)
2. Signature block on the cover sheet
3. Show snow storage on plan
4. Elevator will not be included in the approval
5. Provide hydrant to serve the rear of the building
6. Alignment of the sidewalk at the South Corner of the expansion with the access drive.
7. Need Curbing along the grass area at the south west corner of the expansion.
8. Need curbing around the entrance island from Nature Design driveway.
9. Provide grading along boundaries to be able to see the transition.
10. Drainage along Nature's Design Driveway – steep – need to incorporate stabilization methods in ditch line – i.e. check dams.
11. Silt fence needs to surround stormwater pond to protect it during road, driveway, access drives and parking lot construction.
12. Expand landscaping area into hatched areas out front.
13. Will parking spaces along Westerly sideline remain? They are not shown on the site plan.
14. Provide materials and colors on elevation views.

**Misc:**

1. Application fees due - \$300.00
2. Noticing fees due - \$117.50
3. Amenities for workers – picnic tables, benches, gathering spots
4. Provide Grading easement on adjacent properties
5. Provide shift times and frequency of truck traffic
6. Provide parking agreement for off-site parking arrangement

7. *Statements provided by the Fire Dept in the letter dated 6-5-2020.*
8. *Verification parking lot is permitted within the CMP easement as shown on plan and does not present a conflict with location of existing poles.*

**Board Action:**

1. *The applicant is seeking feedback from the Board regarding site layout & circulation, off-site improvements to Pershing Way and ground treatments, and then is requesting the Board continue the application to the July 7, 2020 meeting for final consideration.*

**Letter from Applicant**

*May 25, 2020  
Jennie Franceschi, P.E.  
Director of Planning and Code Enforcement  
City of Westbrook  
2 York Street  
Westbrook, ME 04092*

**Re: *Site Plan Application for 5 Bradley Street, Westbrook***

*Dear Jennie,*

*On behalf of Abbott Diagnostics Scarborough, Inc. please accept this Site Plan Application for the property at 5 Bradley Street in Westbrook, ME. This property is presently being redeveloped to change the use of the building from warehousing to light manufacturing and Abbott Diagnostics intends to redevelop the facility significantly. This Site Plan Application has been prepared consistent with the Land Use Ordinance and is intended to allow for the redevelopment of the site to include a building addition, new paved parking and circulation areas, additional utility infrastructure and modifications for stormwater management.*

*Per your guidance for the COVID situation, this submission is being made digitally and includes this cover letter, City application, agent letter, application checklist, a Site Plan, and associated information. An application fee of \$2000 in check form was delivered to the Planning Office on May 22. Additional required information for the complete site plan application will be submitted as it is developed.*

**COVID Situation**

*Abbott Diagnostics Scarborough, Inc. is a national manufacturer of medical testing products with a facility in Scarborough, ME. The company is responding to the COVID 19 pandemic by manufacturing specific testing kits and has been asked by national leadership to increase production significantly to address the situation. Abbott has identified a property in the Industrial Park that meets their needs and is moving forward as fast as possible to establish a manufacturing line at this location. The redevelopment of 5 Bradley Street is planned as a rapid response to the pandemic and speed of scheduling is paramount in this plan. A target date of June 8, 2020 has been established as to when manufacturing activity (to some degree) would begin on the parcel.*

**Existing Conditions**

The existing conditions for the parcel are generally identified by an ALTA survey dated January 27, 2020 by Holden Engineering and Survey, Inc. (attached). Holden Engineering is in the process of augmenting the ALTA information with existing conditions and topography, along with wetland delineation. The property at 5 Bradley Street is located between Bradley Drive and Pershing Way and identified on Westbrook Tax Maps as Lot 34, Map 5B. It is a 14.73 acre parcel in the shape of a rectangle with triangular appendages extending to the north. The property is presently covered with a one story, metal and masonry building of approximately 118,162 sf originally intended for a warehousing use. The parcel is encumbered with easements for access to adjacent parcels and the easterly portion of the parcel is in shoreland zoning due to the Stroudwater River. This easterly area is also generally in a special flood hazard zone as identified on a FEMA Flood Insurance Rate Map identified as 230054 0008 B. This application includes no new development or disturbance in the flood zone or Shoreland Zoning.

### **Redevelopment**

Abbott intends to redevelop the building as a manufacturing facility with associated warehousing, office, staff training, infrastructure, and other support areas. Their manufacturing process involves the assembly of final products from individual prepared products and does not involve processing of raw materials. This meets the definition of "Light Manufacturing" per the Westbrook Land Use Ordinance, Chapter 201, and is a permitted use in the Manufacturing District per Chapter 310,1. There will be significant interior renovations to the building to prepare it for the manufacturing use.

The applicant intends to construct site improvements to support the manufacturing use including the following features:

x A building addition of approximately 37,800 sf along the easterly façade of the existing building.

x A mechanical yard to serve the manufacturing and building including chillers, generators, transformers, and other utilities. This yard is anticipated to be screened for visual and noise impacts and has been sited along the rear (northerly) façade of the building.

x A new parking lot of approximately 224 spaces and new parking layout in the loading dock area. The existing parking count is 168 and the proposed total parking will be 416 spaces.

x The ADA parking will be increased from six to a total of nine ADA accessible spaces, consistent with ADA requirements. The six existing spaces will remain for the front office of the building and the three new spaces will be added at the new employee entrance along the northerly edge of the building. The 6 front parking spaces were coordinated with the State Fire Marshall's Office review of this project.

### **Subsequent Information**

Consistent with the accelerated schedule of this project, this application does not include a full submission

of project details and information. Supporting information is being developed and will be subsequently submitted as soon as practical including the following:

1. Exterior renderings of the building addition. This information will be provided consistent with the City Site Plan Checklist.

2. Site drawing set including existing conditions and demolition plan, site plan, grading plan, utility plan, details, notes, and other information. This information will be provided consistent with the City Site Plan checklist.

3. Stormwater management plan prepared per Chapter 500 standards with the intention of meeting both City and MDEP standards.
4. Natural resource information including plan review by the DIFW, SHPO, and Maine Natural Areas Program, consistent the MDEP SLDA standards.
5. Noise information for the features in the mechanical yard.
6. Site lighting design including "cutoff" style fixtures and a scaled foot-candle photometrics plan to demonstrate that light is contained within the parcel.
7. Traffic summary of anticipated impacts and other permitting requirements (by T.Y. Lin).
8. Other information as requested by the City.

#### *Other Submissions*

*In addition to this application for site plan permit with the City of Westbrook, SMRT will also be submitting documents to Maine Department of Environmental Protection for an amendment of the existing Site Law Permit (SLDA).*

#### **Phasing Plan**

*As discussed, an initial Minor Site Amendment application has been submitted to allow for an initial occupancy of the site and change of use from warehousing to manufacturing. Over subsequent weeks, the manufacturing process will expand and require more employees on site. The attached employee and parking plan present a plan to accommodate the work population with the existing on-site parking and augmented through shuttling to the site from a remote lot. Abbott is working on this plan and more information will be provided when known.*

*We trust this meets your needs. Please contact me with any questions or if you require additional information. Thank you very much for your assistance. Sincerely,*

*Jeffrey T. Aceto, P.E.*

*Senior Civil Engineer*

*SMRT Architects and Engineers | 144 Fore Street | Portland, ME 04101  
p 207.321.3869 | c 207-650-5674 | email: jaceto@smrtinc.com*

*CC: Abbott; SMRT*

#### *Attachments:*

*x City application*

*x Agent Letter from Abbott Diagnostics Scarborough, Inc.*

*x Agent Letter from 5 Bradley Drive Westbrook, LLC*

*x Lease between Abbott Diagnostics Scarborough, Inc. and 5 Bradley Drive Westbrook, LLC*

*x City Site Plan application checklist*

*x Site Plan*

*x Employee and Parking Phasing Plan*

**Rene Daniel** Opens public hearing reminding everyone that during the public hearing please raise your hand if using Zoom, or press \*9 for those calling in to attend meeting. I open the public hearing. Are there any questions now? If not, I'm closing the public hearing, and since there were no questions asked, we're going to jump down to the Board Comments and discussion. Is there anyone on the Board that would like to make a comment?

**Jason Frazier** With all the extra parking lot, I'd like to see a pollution control manhole installed before it gets to the wet pond to separate out the oils from the parking lot and do a better job of removing the sediment, instead of just a sump in the catch basin. Other than that it looks good, and interested to see how the traffic goes on Eisenhower, which is tricky situation, but hopefully won't be too bad.

**Rene Daniel** Thank you Jason, anyone else from the Planning Board? Larry McWilliams?

**Larry McWilliams** Thank you for doing your expansion and bringing more jobs to our community. With the Eisenhower plan for the light, the traffic issues will hopefully be controlled. Thank you again for coming to Westbrook.

**Rene Daniel** Thank you Larry, anyone else from the Board? Yes, Ed?

**Ed Reidman** I'd like to make the motion if you're ready,...the only thing I found in the presentation was that we're not a town

**Jeff Aceto** ...just interjecting Mr. Chair. That's a basic rule is to make sure you know where you are, and I do apologize to the City of Westbrook

**Ed Reidman** Thank you very much. If it's all right, I'll make the motion

**Rene Daniel** We have one more question, Ed, but I promise I'll get back to you. Rebecca?

**Rebecca Dillon** I noticed that there were some questions from a neighbor, Nicholas Gray from 525 Spring Street. I think most of the questions were answered in the applicant's presentation, but I think there are a couple that didn't. I didn't know if we are going to go through those questions and answer them tonight?

**Jeff Aceto** Mr. Chair, if I could suggest that I can read the questions and provide the formal responses. I have the questions from the abutter here and can also provide answers at this time.

**Rene Daniel** Yes you may

**Jeff Aceto**

1. What might be the environmental impact to improving the site water shed along the Stroudwater River?

**Answer:** The site has a present stormwater system that's collecting all the developed area, so there are really no improvements or impacts proposed to the edge of the river. They are going to take care of everything on the parcel and in the stormwater features. I'd also like to quickly clarify Jason's good point, the pond modification that is being made to the treatment pond would be to convert that to a wet treatment pond which is the highest

level of treatment for a BMP in the books. We are going to provide a very stringent treatment that meets the BMP.

2. What are the days and hours of operation for the construction site? **Answer:** These renovations are likely to occur 7 days a week, typically starting at 6AM and potentially going 24 hours. They will be indoors, and the contractors can be sensitive to sound. The exterior site improvements would likely be done during daylight hours and could also include weekends. There is a push to complete the work because of the Covid situation.
3. How does the City of Westbrook plan to accommodate the additional traffic flow on Eisenhower Drive? Tom has addressed this. Tom, do you have any additional comments?  
**Answer by Tom Errico:** I think that's one of the outcomes that it will go with that Traffic Movement Permit. We will be evaluating the improvements that are currently programmed at Eisenhower & Spring. Based upon what I know, the signal and the geometric improvements that will be constructed will provide significant improvement both from a capacity perspective as well as a safety perspective. I have confidence that they are going to be able to handle the additional traffic from this project. I think the study will play that out.
4. What sort of economic opportunities does Abbott provide Westbrook long term. Will this location be permanent, or just for Covid 19? **Answer:** Abbott plans on having 350 employees' long term for peak shift and have signed a 7-year lease, as a long term investment to produce other products other than the test kits for Covid 19.

**Rene Daniel** Thank you Jeff. Before I ask Ed to make his motion, I'd like to comment that I'm glad that Mr. Reidman and I think alike, and we are not a Town, we are a City. And the other thing is Jeff, you made minor reference to landscaping in your presentation. You referred to this site as an Industrial Park, which is 100% correct. In the City of Westbrook, we treat Industrial Park landscaping no differently than we treat any other street. I hope you continue with the theme of the landscaping that is there presently. Now, I'll call on Ed Reidman to make a motion.

**Ed Reidman Move to Continue the application for Abbott Laboratories for the expansion of an existing building and parking lot located at 5 Bradley Drive to July 7, 2020.**

**2<sup>nd</sup> by John Turcotte**

**Roll Call Vote:**

<b>Rene Daniel (At-Large) – Planning Board Chair</b>	<b>Yes</b>
<b>Rebecca Dillon (Ward 1) – Planning Board Vice Chair</b>	<b>Yes</b>
<b>Jason Frazier (Ward 2)</b>	<b>Yes</b>
<b>Joseph Marden (Ward 3)</b>	<b>Absent</b>
<b>Robin Tannenbaum (Ward 4)</b>	<b>Absent</b>
<b>Ed Reidman (Ward 5)</b>	<b>Yes</b>
<b>John Turcotte (At-Large)</b>	<b>Yes</b>
<b>Nancy Litrocapes (Alternate)</b>	<b>Yes</b>
<b>Larry McWilliams (Alternate)</b>	<b>Yes</b>

**Ed Reidman Move to go to Workshop**

2<sup>nd</sup> by Nancy Litrocapes

**Roll Call Vote:**

<b>Rene Daniel (At-Large) – Planning Board Chair</b>	<b>Yes</b>
<b>Rebecca Dillon (Ward 1) – Planning Board Vice Chair</b>	<b>Yes</b>
<b>Jason Frazier (Ward 2)</b>	<b>Yes</b>
<b>Joseph Marden (Ward 3)</b>	<b>Absent</b>
<b>Robin Tannenbaum (Ward 4)</b>	<b>Absent</b>
<b>Ed Reidman (Ward 5)</b>	<b>Yes</b>
<b>John Turcotte (At-Large)</b>	<b>Yes</b>
<b>Nancy Litrocapes (Alternate)</b>	<b>Yes</b>
<b>Larry McWilliams (Alternate)</b>	<b>Yes</b>

**WORKSHOP**

**Rebecca Spitella introduced item:**

4. **2020.21 – Site Plan Amendment – 84 Warren Ave – Atlantic Transport Systems: The applicant is proposing a 37,500 sf expansion to an existing building to include a maintenance garage, additional loading bays and an expanded parking area located on units H & G of the approved Fairlane 500 Industrial Drive Commercial Condominium. Tax Map: 047 Lot: 005 Units: H&G Zone: Gateway Commercial, Industrial Park District**

**Patrick Gear** - project manager for St Germain and engineer of record. Also introduced Mike Dore of Atlantic Transport Systems as owner, and Justin Troy and Tom Dore, who are ATS staff

- Proposal to expand existing storage & distribution facility located at 84 Warren Ave, Unit G
- This expansion will serve to consolidate their offsite locations to a central hub in order to operate more efficiently, provide more storage in loading areas at existing facility, and improve the parking circulation area.
- Provided Google Earth map of existing site, which is a 19,800-sf building, 16 loading bays, an asphalt parking lot, driveway & circulation areas. Parcel is subject to condo restrictions and the DEP site law license. Applicant poses to construct a 37,500-sf addition to layout
- The project will improve two stormwater ponds located to the north of Unit G
- Vehicle circulation design to accommodate tractor trailers
- Improve parking areas for employee parking and tractor trailers
- Add nine loading bays
- Additional lighting & landscaping
- Retrofit existing stormwater ponds and amend DEP site law license
- No change expected in traffic
- Adding maintenance garage
- Consolidation of off-site facilities for trailer maintenance- to support existing clients and more efficient operation
- Currently employs between 65 and 85 people, depending on time of year

- Not looking to hire additional employees
- Relocation of hydrant and utility pole
- Working with Summit Geotech Consultants to evaluate the subsurface conditions  
We are happy to answer questions the Board may have.

**Rene Daniel** Thank you, are there staff comments?

**Jennie Franceschi** At this time we have provided the applicant with a list of comments. They are still currently in the process. They will be providing more of an update as that process moves forward. At this time, we'd like the Board to provide the applicant with feedback on the application.

Planning Board Memo

### ***Project Description***

*The applicant is proposing a +/- 37,500 sf expansion to an existing warehouse building for Atlantic Transport Systems to include a maintenance garage, additional loading bays and an expanded parking area located on units H & G of the approved Fairlane 500 Industrial Drive Commercial Condominium.*

*The applicant is an appliance delivery and installation service with major clients. The applicants need additional space for the appliances that they are warehousing for these various clients, until such time as the call for delivery and installation is made for a customer. Their business is seeing an increase call for service from these clients, which for a Westbrook grown business is a positive indicator for our region and the economy.*

*Staff have provided feedback to the applicant on the plan. Major items the applicant is working on are the MDEP Site Location of Development Amendment, access and use easements on adjacent units, and review of stormwater systems.*

### ***Project History***

*June 15, 2020 – Neighborhood Meeting*

*June 16, 2020 – Planning Board Workshop*

### ***Staff Comments***

- 1. Project requires an amendment to the site's SLODA permit – Full stormwater design required with final submission*
- 2. Provide a Purchase and Sale for unit H to demonstrate right, title & interest*
- 3. Provide draft easement language for access and parking over Unit H to benefit Unit G*
- 4. Existing hydrant needs to be relocated – final location to be determined in coordination with FD*
- 5. Expansion requires sprinkler system and fire alarm. Fire flow calculations needed to verify existing sprinkler system can support proposed expansion*
- 6. Show dumpster location with enclosure on final plan*
- 7. No additional employees in association with proposed building expansion. Any increase in employees may require septic redesign*
- 8. Provide GIS data on retrofit detention basins*
- 9. Ground treatments required – provide a landscaping plan with final application*
- 10. Update impervious cover table to include work on lots G & H*
- 11. Gross Density Factor – please show in % and total square footage of entire parcel*

12. All work is limited to the condo lines of lots G&H.

## **Board Action**

1. Provide feedback to the applicant
2. Site Walk

**Rene Daniel** Thank you, before I open the public hearing, another reminder about raising your hand and using \*9 for call ins for questions. I open the public comments section at this time.

To quote my mentor, I am going to close this public hearing.

I am moving to Board comments for discussion.

**Larry McWilliams**, I see that they are proposing upgrades to the retaining ponds that are there now. If we do get heavy rains, as I know that area well, at the bottom of the hill always floods. At the bottom of the hill towards Warren Ave fills up with about a foot of water. With that in mind, not only those two retaining ponds there being subject, but also the area at the bottom of the hill to try to direct some of the additional water that is a problem there.

**Nancy Litrocapes** Piggybacking to what Larry said, but I wasn't aware of the flooding in that area. I was looking at the front page provided by St. Germain that says that there needs to be a DEP license amendment due to the impervious ground cover associated with the project. What are the options for pervious or semi pervious, as opposed to impervious to help with the potential of the water run off and the fact that there's so much water there according to what Larry just reported?

**Rene Daniel** Thank you, Nancy. Anyone else? I'll make one comment and I'm sure Patrick has heard from the planner and all those that you met with, that you need to bring ack a landscaping plan. Even though it's an Industrial Park, there's no reason why the park can't look like a regular streetscape.

**Patrick Gear** Our plan is to continue some of the landscaping that was recently proposed for the Happy Wheels development, with the extension of Fairlane 500. There's more landscaping I believe along the Chabot side, and we're planning on incorporating as much as we can there. There is a significant amount of impervious with this unit, and we will absolutely encourage improved landscaping. And to comment on the stormwater, this will be reviewed by DEP engineers and it will be in accordance with all the DEP requirements. The pond that Larry referred to at the bottom of the hill was recently improved, and we will absolutely evaluate the potential for run-off entering that system.

**Rene Daniel** Do you think you'll be ready for the next meeting?

**Patrick Gear** I believe we are targeting the August planning Board meeting

**Rene Daniel** Thank you, and can you relay a message to the owners? Please thank them for staying in Westbrook and bringing this addition forward to benefit Westbrook. I need a motion to bring this out of workshop back to the meeting and to adjourn.

**Ed Reidman** Moved to Adjourn

**Jason Frazier** 2<sup>nd</sup> the motion

**Rene Daniel** Moved by Ed Reidman and seconded by Jason Frazier. Anything else to discuss? Linda, roll call please?

Roll Call

Jason Frazier (Ward 2)	yes
Ed Reidman (Ward 5)	yes
John Turcotte (At large)	yes
Nancy Litrocapes (Alternate)	yes
Larry Mc Williams (Alternate)	yes
Rebecca Dillon (Ward 1)	yes
Rene Daniel (At large) Planning Board Chair	yes

**Adjourn**

THANK YOU, respectfully submitted by Brenda Puleo [bpuleo@westbrook.me.us](mailto:bpuleo@westbrook.me.us)