



LANDMARK CORPORATION

SURVEYORS & ENGINEERS

K. MARK BARBOUR, PLS

MICHAEL J. SABATINI, P.E.

August 12, 2020

Mr. Doug Ide, Code Enforcement Officer
City of Hallowell
1 Winthrop Street
Hallowell, ME 04347

Re: Amendment to the Stevens Commons Subdivision Plan
SC-One, LLC
LC Proj. No. 17-001

Dear Doug:

On behalf of SC-One, LLC and in accordance with the Code of Ordinances of the City of Hallowell, Subchapter VIII, Land Subdivisions, we are writing to request your provisional review and for placement on the Planning Board agenda to discuss the Amendment to the Stevens Commons Subdivision Plan. The amendment includes a creation of two new lots (Lot 8 and Lot 9. Lot 8 is intended to be available for a new build-to-suit commercial use and Lot 9t will place the Cleveland Building on its on parcel. Enclosed please find 14 copies of the submittal package.

In support of your review, we have listed the submission requirements of a Minor Subdivision below and how and where those requirements have been met.

1. *The final plan application shall consist of the following items:*
 - A. *A fully executed and signed copy of the application for final major subdivision review.*

One copy of the application is included with the submittal.

- B. *A location map drawn at a size adequate to show the relationship of the proposed subdivision to the adjacent properties and to allow the Board to locate the subdivision within the municipality. The location map shall show:*
 - 1) *Existing subdivisions in the proximity of the proposed subdivision.*
 - 2) *Locations and names of existing and proposed streets*
 - 3) *Boundaries and designations of zoning districts.*
 - 4) *An outline of the proposed subdivision and any remaining portion of the owner's property if the preliminary plan submitted covers only a portion of the owner's entire contiguous holding.*

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A location map was shown previously during Major Subdivision Review. This is not applicable for a subdivision amendment.

C. The required application and development review fees.

A review fee of \$100 is included with the application.

D. A list of abutters and the owners of any other parcel entitled to receive public notice in accordance with 9-184, together with their mailing addresses.

The abutters are shown on the plan and addresses have been coordinated with the Code Enforcement Officer.

E. The subdivision amendment plan and supporting documentation consisting of 14 copies of one or more maps or drawings drawn to a scale of not more than 100 feet to the inch and 14 copies of supporting documentation bound in a single report. Plans shall be no larger than 24 by 36 inches in size and shall have a margin of two inches outside of the border lines on the left side for binding and a one-inch margin outside the border along the remaining sides. In addition, one copy of the plan(s) reduced to a size of 11 by 17 inches shall be provided.

The plans and application have been compiled accordingly.

2. *The subdivision amendment plan and supporting documentation shall include at least the following information:*

A. Proposed name of the subdivision and the name of the municipality in which it is located, plus the Assessor's map and lot numbers.

The name of the subdivision is Stevens Commons, located in the City of Hallowell and the map and lot numbers are stated in the application (Map 6, Lot 21).

B. The names and addresses of the record owner, applicant, and individual or company who or which prepared the plan and adjoining property owners.

This information is shown within the title block of the plan and on the application. The abutters are shown on the plan.

C. The date the plan was prepared, north point, and graphic map scale.

The date and scale are shown in the title block. The north point is shown in the upper left corner of the plan.

D. The zoning district in which the proposed subdivision is located and the location of any zoning boundaries affecting the subdivision.

The proposed subdivision lies wholly within the Stevens School Planned Development District, (SSPDD).

E. Evidence of right, title or interest in the property:

A copy of the deed from the State of Maine to Mastway Development, LLC and from Mastway Development, LLC to SC-One, LLC was previously submitted.

F. A copy of the most recently recorded deed for the parcel and a copy of all deed restrictions, easements, rights-of-way, or other encumbrances currently affecting the property.

The deed from Mastway to SC-One was previously submitted. Easements, right of ways, and restrictions are shown on the plan, as applicable.

G. A copy of any deed restrictions intended to cover all or part of the lots or dwellings in the subdivision.

The new lots will be subject to the Stevens Commons Master Plan and the Stevens Commons Declaration of Covenants and Restriction (previously submitted).

H. A standard boundary survey of the parcel meeting the standards of Chapter 90 Standards of Practice of the rules of the Maine Board of Licensure for Professional Land Surveyors, giving complete descriptive data by bearings and distances, made and certified by a registered land surveyor. The corners of the parcel shall be located on the ground and marked by monuments.

The perimeter boundary survey, as prepared by Thayer Engineering Company for the State of Maine is shown on the plan. Recent conveyances and proposed lot lines, prepared by Landmark, are also shown on the plan, as applicable.

I. The number of acres within the proposed subdivision, location of property lines, existing buildings, vegetative cover type, and other essential existing physical features.

This information, as it pertains to proposed Lots 8 and 9, are shown on the plan.

J. The location of all rivers, streams and brooks, coastal and freshwater wetlands and vernal pools within or adjacent to the proposed subdivision.

This information, as applicable, is approximately shown on the plan.

- K. If any portion of the subdivision is in a flood-prone area, the boundaries of any flood hazard areas and the one-hundred-year flood elevation, as depicted on the municipality's Flood Insurance Rate Map, shall be delineated on the plan.*

No portion of the subdivision is in a flood-prone area.

- L. Areas within or adjacent to the proposed subdivision which have been identified as high or moderate value wildlife habitat by the Maine Department of Inland Fisheries and Wildlife. If any portion of the subdivision is located within an area designated as a unique natural area by the Maine Natural Areas Program, the plan shall indicate appropriate measures for the preservation of the values which qualify the site for such designation.*

No portion of the subdivision is in a high or moderate value wildlife habitat area or in an area designated as a unique natural area.

- M. Contour lines at the interval specified by the CEO, showing elevations in relation to mean sea level.*

Contour lines at a 2' interval were shown during the previous major subdivision review and master plan review.

- N. The location and size of existing and proposed sewers, water mains, culverts, and drainageways on or adjacent to the property to be subdivided.*

This information is shown approximately on the plan.

- O. The location and size of existing and proposed sewers, water mains, culverts, and drainageways on or adjacent to the property to be subdivided.*

This information is shown approximately on the plan.

- P. An indication of the type of sewage disposal to be used in the subdivision.*

The project is connected to public sewer and a letter from the Greater Augusta Utility District was previously submitted.

- Q. An indication of the type of water supply system(s) to be used in the subdivision.*

The project is connected to public water and a letter from the Hallowell Water District was previously submitted.

- R. The width and location of any streets, public improvements or open space shown upon the Official Map and the Comprehensive Plan, if any, within the subdivision.*

The goals of the comprehensive plan have been achieved in the master plan and this subdivision is in conformance with the master plan.

- S. The location of any open space to be preserved and a description of proposed ownership, improvement and management.*

The Quad is to be preserved as open space for shared use of Stevens Commons owners. It will initially be owned by the SC-One, LLC. Improvements and maintenance of the Quad will be the responsibility of Stevens Commons owners.

- T. All parcels of land proposed to be dedicated to public use and the conditions of such dedication.*

No new parcels of land will be dedicated to public use as part of this subdivision amendment.

- U. The location and method of disposal for land clearing and construction debris.*

No land clearing or construction debris will be created for this subdivision amendment.

3. *The Board may require additional information, including but not limited to the following, to be submitted where it finds necessary in order to determine whether the criteria of 30-A M.R.S.A. § 4404 are met:*

- A. A hydrogeologic assessment prepared by a certified geologist or registered professional engineer experienced in hydrogeology.*

As determined during the major subdivision review, no hydrogeologic assessment was required. There is no on-site wastewater disposal, therefore no risk to ground water. Also, there will be no drilled wells therefore, no risk to depletion of ground water. For this reason, it was determined that a Hydrogeologic Assessment is not necessary.

- B. An estimate of the amount and type of vehicular traffic to be generated on a daily basis and at peak hours.*

A traffic study was prepared as part of the Master Plan (see Part 3.D), in which it was concluded that redevelopment of the Baker, Central, Erskine, Admin, Stevens, Flagg-Dummer, and Cleveland Buildings would not generate traffic more than that of the previous use by the State of Maine. At this juncture, no traffic study is warranted and as redevelopment continues, only a check of the trip generation rate (during site plan review) will be necessary to determine if further study or DOT permitting is required.

C. A stormwater management plan prepared by a registered professional engineer in accordance with "Stormwater Management for Maine: BMP Technical Design Manual," published by the Maine Department of Environmental Protection (2006).

As determined during Major Subdivision review, no stormwater management is required because this subdivision will serve to place existing buildings onto individual lots. The infrastructure and storm water system is already in place and any changes, including future development of Lot 8, will be reviewed under site plan review.

D. An erosion and sedimentation control plan prepared in accordance with "Maine Erosion and Sedimentation Control Handbook for Construction: Best Management Practices," published by the Maine Department of Environmental Protection.

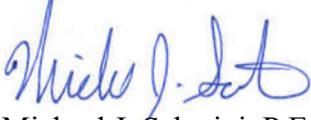
Erosion and sediment control will be required and shown as necessary during site plan review when each individual building is redeveloped. No control is necessary as part of this amendment.

E. Street plans meeting the requirements of the City.

No street plans are required as part of this subdivision amendment.

Based on past review of the approval standards and the limited scope of this amendment, we feel that this is in keeping with previous findings. We hope you find the above analysis useful and we look forward to discussing this application and amendment with you. Please feel free to call if you have any questions or need additional information.

Sincerely,
Landmark Corporation Surveyors & Engineers



Michael J. Sabatini, P.E.

copy: Matt Morrill, SC-One, LLC



HALLOWELL PLANNING BOARD

Subdivision Application

Date Received by CEO _____

Application Fee _____

- Preliminary Plan for Major Subdivision
 Final Plan for Minor Subdivision

This application shall be submitted in duplicate. It shall be accompanied by eleven (11) complete sets of plans and submissions conforming to Chapter 9 Land Use Control and Sections 9-601 to 9-644, 9-701 to 9-723, and 9-801 to 9-822 (Conditional Use permit Provisions and Performance Standards) of the Zoning Ordinance as applicable.

A. INFORMATION ABOUT THE APPLICANT

- Name of Owner SC-One, LLC
Postal address 2 Beech Street, Suite 1B, Hallowell, ME 04347
email address matt@granviewtimbers.com Telephone 441-1538
- Name of Applicant Same
Postal Address _____
email Address _____ Telephone _____
- If applicant is a corporation, state whether the corporation is licensed to do business in the State of Maine Yes No and attach a copy of the Secretary of State's Registration.
- What interest does the applicant have in the parcel to be subdivided?
 Option Purchase Contract Ownership of Record Other _____
(Attach documentation of this interest)

B. INFORMATION ABOUT THE PARCEL TO BE SUBDIVIDED

- Deed Reference Book 13052 Page 35
- Location of Property Map 6 Lot 27
- Present Land Use Mixed Use
- Proposed Land Use Mixed Use
- Current Zoning District Stevens Commons Minimum Lot Size 0 sf
- Acreage of Parcel to be Subdivided 1.32 ac No. of Lots 2 Avg. Lot Size 0.66 ac
- Has this parcel(s) been part of a division within the past five (5) years? Yes No
- Does the Preliminary Plan cover the entire contiguous holdings of the applicant? Yes No
- Does the applicant or a member of the immediate family have an interest in abutting property?
 Yes No If yes, identify on an attached sheet.
- Are there any easements relating to the property? Yes No If Yes, attach a complete statement of all easements.
- Indicate the nature of any restrictive covenants included or to be placed on present or proposed deeds:
Restrictive Covenants previously submitted and are recorded.
Regarding 10, above, all easements are shown on the subdivision plan.

C. INFORMATION ABOUT THE SUBDIVISION

1. Proposed name of subdivision (if any) Stevens Commons
2. Number of dwelling units or non-residential buildings proposed n/a
 Type of ownership: Individual Condo Apartments Other _____
3. Name, address and license of Engineer, Land Surveyor, Architect and/or Planner
#2068 K. Mark Barbour, Landmark Corp., 219 Meadow Street, Rockport, Maine 04856
4. Does applicant propose to submit a Final Subdivision Plan to cover the entire Preliminary Plan or to file same in sections? This amendment covers a portion of the prior plans submitted
 If so, how many? n/a Proposed completion date for this section n/a
5. Does applicant propose to dedicate to the public all streets/highways shown on the plan?
 Yes No
6. If Planned Unit Development to Cluster, state number of acres applicant proposes to dedicate to common usage for parks, playgrounds, and/or other uses. n/a
7. Does the proposed subdivision lie within 250' of a stream, river, or valued wetland or in the Flood Plain as defined in the Shoreland Zoning Ordinance? Yes No
8. Does the subdivision contain wetlands? Yes No If so, indicate on site map.
 Proposed action, if any: _____
9. Each lot will be served by: City Water City Sewer
 Ind. Well Ind. Septic System
 Central Well Collector System
10. (For individual septic systems) Has one soils test been conducted for each proposed lot by a licensed soils engineer? Yes No Attach findings with engineer's name and license number.
11. Does this project require State or Federal approval? Yes No Specify _____

NOTE: All plans for review should include all of the required information unless specifically waived. If any requirement is not applicable, so identify.

To the best of my knowledge, all information on this application and attached documents is true and correct.

MICHAEL J. SABATINI AS AGENT
[Signature]
 Signature of Owner/Agent

8-12-2020
 Date

ACTION BY PLANNING BOARD

Application approved without condition _____ Date _____

Application approved with conditions _____ Date _____

Conditions: 1. _____
 2. _____
 3. _____
 4. _____

Application denied _____ Date _____ Reason _____

