



Pineland

Cumberland Hall
41 Campus Drive, Suite 301
New Gloucester, ME 04260

Portland

565 Congress Street, Suite 201
Portland, ME 04101

September 1, 2022

Project #22-08

Bub Fournier
City of Belfast
Director of Code & Planning
131 Church Street
Belfast, ME 04915

**Site Plan Amendment Application
Belfast Community Co-op Renovations
123 High Street, Belfast, Maine**

Dear Bub:

On behalf of **Caleb Johnson Studio** and the **Belfast Community Co-op**, attached are drawings and information in support of a Site Plan amendment application for proposed improvements to the Belfast Community Co-op located at 123 High Street. The information provided is intended to meet the requirements of Chapter 90 of the City of Belfast Code of Ordinances and the Environmental Standards in Section 102.

Caleb Johnson Studio is a Portland based architecture firm representing the Belfast Community Co-op through the renovation process. A team of technical professionals has been hired to support the design, including Terradyn Consultants hired to prepare site plans and permit applications. The Belfast Community Co-op employees and board have operated and maintained the Co-op at its current location for nearly 30 years. Information on the project site conditions and the proposed project are provided below.

Project Site

The Belfast Community Co-Op is an 8,650 sq.ft. retail store located in downtown Belfast. The project site is approximately 0.84 acres in size and is located on the corner of High and Pendleton Streets. The one-story co-op building is located in the northeast corner of the site. Paved parking is located south and west of the building. The site features multiple curb cuts from both adjacent streets.

The project site is located in the city's Downtown Commercial (DC) zoning district, where retail stores are an allowed use, and is identified as Lot 70 on the City of Belfast Assessor's Map 11.

A public water main exists in Spring Street east of the site, and the public sewer system is located in Pendleton Street. Overhead power and telecommunications utilities are also located on Pendleton Street and on an existing pole behind the site.

Proposed Development

The proposed project includes full interior renovations of the building and the construction of two small building additions for indoor dining and curbside grocery pick-up. Retail space inside the building will be expanded and back of house infrastructure will be improved. A freight elevator will also be installed at the back of the building.

Parking on the west side of the building will be modified to accommodate the curbside pickup addition. The parking lot on the south side of the building will be modified to accommodate the café addition and outdoor seating. The parking and drive aisle layout south of the building will be modified, a new entry sidewalk and landscape islands will be constructed in front of the building and surrounding the additions, and parking will be designated for ADA and curbside pickup. The existing parking includes 49 spaces. The parking requirement after the proposed additions is 55 spaces. However, modifications to parking areas to accommodate the building additions result in the reduction of on-site parking to 44 spaces. We minimized this reduction to the greatest extent practical through an iterative design process and modifying the existing parking layout. There are nearby City owned parking lots that may provide additional parking for the Co-op use. See waiver request in Attachment 9 for more details on the parking design and numbers.

Landscaping is proposed surrounding the front of the building and the additions. The dumpsters will be relocated and enclosed with a wooden fence on a concrete pad northwest of the building.

The building utilities including water, sewer, LPG, and electric will be upgraded as part of this project. Electrical infrastructure design was performed by Matt Lyle at MEGA Engineering who worked closely with CMP. The water service will be upgraded to a 2" domestic line and 6" fire service; correspondence is included in Attachment 7. The sewer service will be upgraded to a 4" sewer and 4" grease service with exterior buried grease trap on site; correspondence is included in Attachment 8. Two new buried propane tanks are proposed north of the building and the existing tank will be removed.

Minimal pavement removal and re-grading is proposed in areas surrounding the building and additions. Impervious area will be reduced as part of this project by adding landscaped islands. Existing stormwater runoff patterns will be preserved, but stormwater runoff is expected to decrease as a result of the reduction in impervious area.

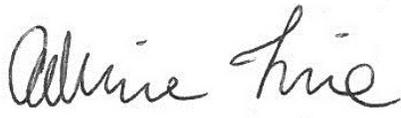
The proposed project is subject to review by the In-Town Design Review Committee and a separate application including detailed architectural information has been submitted. The architectural floor plans and elevations are also included in Attachment 5.

Closure

The project has been designed to meet the Site Plan Review Criteria in Chapter 90, §92-42, the Environmental Standards of Chapter 102, §1122-1136, and the Technical Standards of Chapter 98. A narrative describing how these criteria and standards are met is provided in Attachment 6.

We look forward to further discussing this project with staff and meeting with the Planning Board at the September 28th meeting. Please contact me with any questions or comments you have or if you need additional information.

Sincerely,
TERRADYN CONSULTANTS, LLC



Adrienne Fine, P.E.
Senior Project Engineer

cc: Thomas Jonak, Caleb Johnson Studio
Doug Johnson, Belfast Community Co-op

LIST OF ATTACHMENTS

Attachment 1	Current Deed & Old Deed with Easement
Attachment 2	Technical Capability
Attachment 3	Financial Capacity
Attachment 4	Existing Conditions Figures
Attachment 5	Building Plans & Elevations
Attachment 6	Standards Compliance Narrative
Attachment 7	Correspondence with Belfast Water District
Attachment 8	Correspondence with Belfast Wastewater Treatment Plant Superintendent
Attachment 9	Parking Waiver Request

DRAWING INDEX

C-1.0	COVER SHEET & LOCATION MAP
S-1.0	SURVEY
C-2.0	EXISTING CONDITIONS & DEMO PLAN
C-3.0	SITE LAYOUT PLAN
C-4.0	GRADING & EROSION CONTROL PLAN
C-5.0	UTILITY PLAN
C-6.0	DETAILS & NOTES
C-6.1	DETAILS & NOTES
C-6.2	EROSION CONTROL NOTES & DETAILS
L-1.0	LANDSCAPE PLANTING PLAN

Attachment 1

Current Deed

Old Deed with Water Easement

BK 1887 PG 043

QUITCLAIM DEED WITH COVENANT

03734

THE WINDSOR HOTEL COMPANY, a Maine corporation, with a principal place of business at Belfast, Maine, hereby conveys to the BELFAST COOPERATIVE STORE, INC., a Maine corporation, with a principal place of business at 123 High Street, Belfast, Maine 04915, with quitclaim covenants, certain lots or parcels of land, together with any buildings and improvements thereon, located in the City of Belfast, Waldo County, Maine, as bounded and described on Exhibit A.

Dated this 16 day of April 1999.

Maine Real Estate
Transfer Tax Paid

THE WINDSOR HOTEL COMPANY,
a Maine corporation

By: Janet Hall
Janet Hall, its authorized Agent

STATE OF MAINE
COUNTY OF WALDO

April 16 1999

Personally appeared the above named Janet Hall and acknowledged the foregoing instrument to be her free act and deed and the free act and deed of The Windsor Hotel Company.

Before me,

Kathleen J. Cool
Notary Public/Attorney at Law
Kathleen J. Cool
Type or Print Name

BK 1887 PG 044

Exhibit A
to Quitclaim Deed with Covenant
of The Windsor Hotel Company to Belfast Cooperative Store, Inc.

Poor Original

FIRST: Being the same real estate that was conveyed to Leonard L. Gentner by Marcellus R. Knowlton by deed dated June 4, 1901 recorded in Waldo County Registry of Deeds in Book 274, Page 123, one undivided half of which was conveyed by said Leonard L. Gentner to Edwin A. Jones under the name of E.A. Jones by deed dated November 13, 1913 and recorded in Waldo County Registry of Deeds in Book 313, Page 77 and the other one half to said Edwin A. Jones under the name of E.A. Jones by Grace L. Freeman, sole heir-at-law of said Leonard L. Gentner, by deed dated July 23, 1917, and recorded in Waldo County Registry of Deeds in Book 322, Page 362.

SECOND: Being the same premises that was conveyed to said Leonard L. Gentner and E.A. Jones by Aurilla Baker and others by deed dated November 12, 1913, and recorded in Waldo County Registry of Deeds in Book 313, Page 76, said Gentner's undivided half of the same having been conveyed to said Jones by said beforementioned deed from Grace L. Freeman.

THIRD: Being the same premises that was conveyed to said Edwin A. Jones and Victor B. Whittier by McClintock Buildings Company under the two following deeds, to wit:

Deed dated October 5, 1922, recorded in Waldo County Registry of Deeds in Book 347, Page 110 and deed dated October 12, 1923, recorded in Waldo County Registry of Deeds in Book 343, Page 322; all of said real estate being then known as the Windsor Hotel property and being bounded by adjoining owners as follows:

Beginning in the easterly line of High Street at the northwesterly corner of land of G.B. Marsano; thence in a general easterly direction on line of said Marsano land to line of land of McClintock Buildings Company; thence northerly on line of said McClintock Buildings Company land to an angle in said line; thence easterly on line of said McClintock Buildings Company land to the westerly line of land formerly of Rose Fahy, now known as the Mosman lot; thence northerly on line of said Mosman lot to the southerly line of land owned or occupied by Fred Gray; thence northerly on said Fred Gray's land to line of land of Charles Knowlton; thence continuing northerly on west line of land of said Charles Knowlton to the right of way leading past the Windsor Hotel to Cross Street; thence westerly on said right of way to said High Street; thence southerly on said High Street to the point of beginning. Also a right of way in common with others over said right of way from said High Street to Cross Street.

Also a right of way from Spring Street between the brick tenement block of said McClintock Buildings Company and the Fahy house, so-called, to the southerly line of land conveyed to Edwin A. Jones and Victor B. Whittier by said McClintock Buildings Company.

Also any and all other rights and easements formerly owned by said Edwin A. Jones and Victor B. Whittier appurtenant to or in any way connected with the above described real estate.

The foregoing conveyance is subject to the rights of way and easements in deeds of said McClintock Buildings Company to said Jones and Whittier as modified by release of McClintock Buildings Company to Jones and Whittier dated October 18, 1922.

FOR REFERENCE, see warranty deed of Lloyd H. Wentworth to The Windsor Hotel Company dated 22 October 1986 and recorded 27 October 1986 in Book 926, Page 246 of the Waldo County Registry of Deeds.

BK 1887 PG 045

RECEIVED WALDO SS.

1999 APR 16 PH 2:33

ATTEST: *Deloris Page*
REGISTER OF DEEDS

Attachment 2

Technical Capability

BELFAST CO-OP | CONTACT LIST

Drafted by Thomas Jonak
August 18, 2022

BELFAST CO-OP - Ownership Team & Consultant

Doug Johnson

doug@belfast.coop

Dave Blackburn

dave.blackburn@ncg.coop

Larry Polyner

larry.polyner@ncg.coop

WARREN CONSTRUCTION - Contractor

Ken Hough

krh@warrenconstructiongroup.com

CALEB JOHNSON STUDIO - Architect

Thomas Jonak - Project Manager

thomas@calebjohnsonstudio.com

Jenny Dillon

jenny@calebjohnsonstudio.com

Patrick Boothe

patrick@calebjohnsonstudio.com

MEGAENGINEERING - Electrical Engineer

Matthew Lyle

matt@megaengineeringme.com

MECHANICAL SYSTEMS ENGINEERING - Mechanical and Plumbing Engineer

Kurt Magnusson

kurt@mechanicalsystemseng.com

Rob Michael

rob@mechanicalsystemseng.com

STRUCTURAL INTEGRITY CONSULTING ENGINEERS - Structural Engineer

Aaron Jones

aaron@structuralinteg.com

TERRADYN CONSULTANTS - Civil Engineer

Adrienne Fine

adrienne@terradyconsultants.com

UNFI - Store Equipment and Systems Engineer

Ryan Riester

ryanriester@unfi.com

Mark Heehn
mark.heehn@unfi.com
Josh Creamer
josh.creamer@unfi.com

Attachment 3

Financial Capacity



BELFAST COMMUNITY CO-OP

Owned by you. Food for all.

Date 8/25/2022

RE: Belfast Community Co-op renovation

To whom it may concern,

The Belfast Community Co-op intends to take on a renovation project for our 123 High Street location in the fall of 2022, replacing aged infrastructure and increasing our retail square footage. The projected cost of the project is \$5.1M and we will be financing \$3M of that through the Cooperative Fund of the Northeast (CFNE). The remaining \$2.1M will be financed internally through variable rate owner loans (\$1.5M) and from Co-op cash reserves (\$600K).

Please feel free to contact me with any questions on this matter.

Sincerely,

Douglas Johnson
General Manager
Belfast Community Co-op



COOPERATIVE FUND OF THE NORTHEAST

P.O. Box 970, Watertown, MA 02471 • 800-818-7833

www.coopfund.coop • cfne@cooperativefund.org

AUGUST 25, 2022

To Whom It May Concern:

On behalf of the Cooperative Fund of the Northeast (CFNE), I am pleased to provide this letter of support for Belfast Community Co-op and their interest in the development of 123 High Street in Belfast, Maine. Belfast Community Co-op has been a client of CFNE since 2006 and demonstrates noteworthy financial capability. All accounts for Belfast Community Co-op have always been in good standing and are handled in a professional and satisfactory manner.

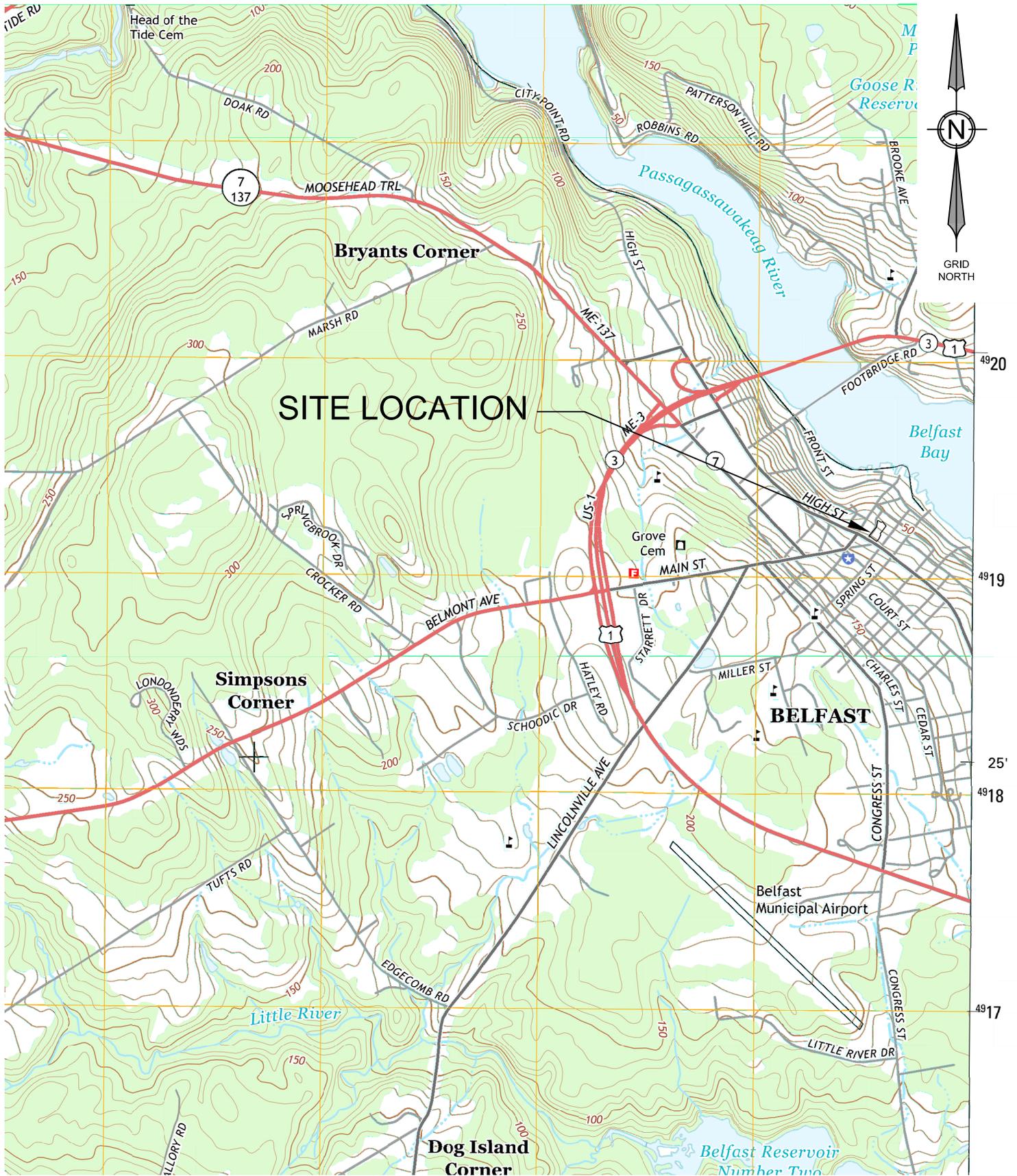
This letter of support is not a commitment to lend, although, we welcome the opportunity to be a resource for financing.

Sincerely,

Chris Linder, Loan Officer
Cooperative Fund of the Northeast (CFNE)

Attachment 4

Existing Conditions Figures



USGS QUADRANGLE MAP

PROJECT:
BELFAST CO-OP RENNOVATION
BELFAST MAINE

PREPARED FOR:
CALEB JOHNSON DESIGN STUDIO
110 EXCHANGE ST. #2
PORTLAND, ME 04101



PINELAND
41 CAMPUS DRIVE, SUITE 101
NEW GLOUCESTER, ME 04260

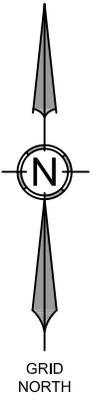
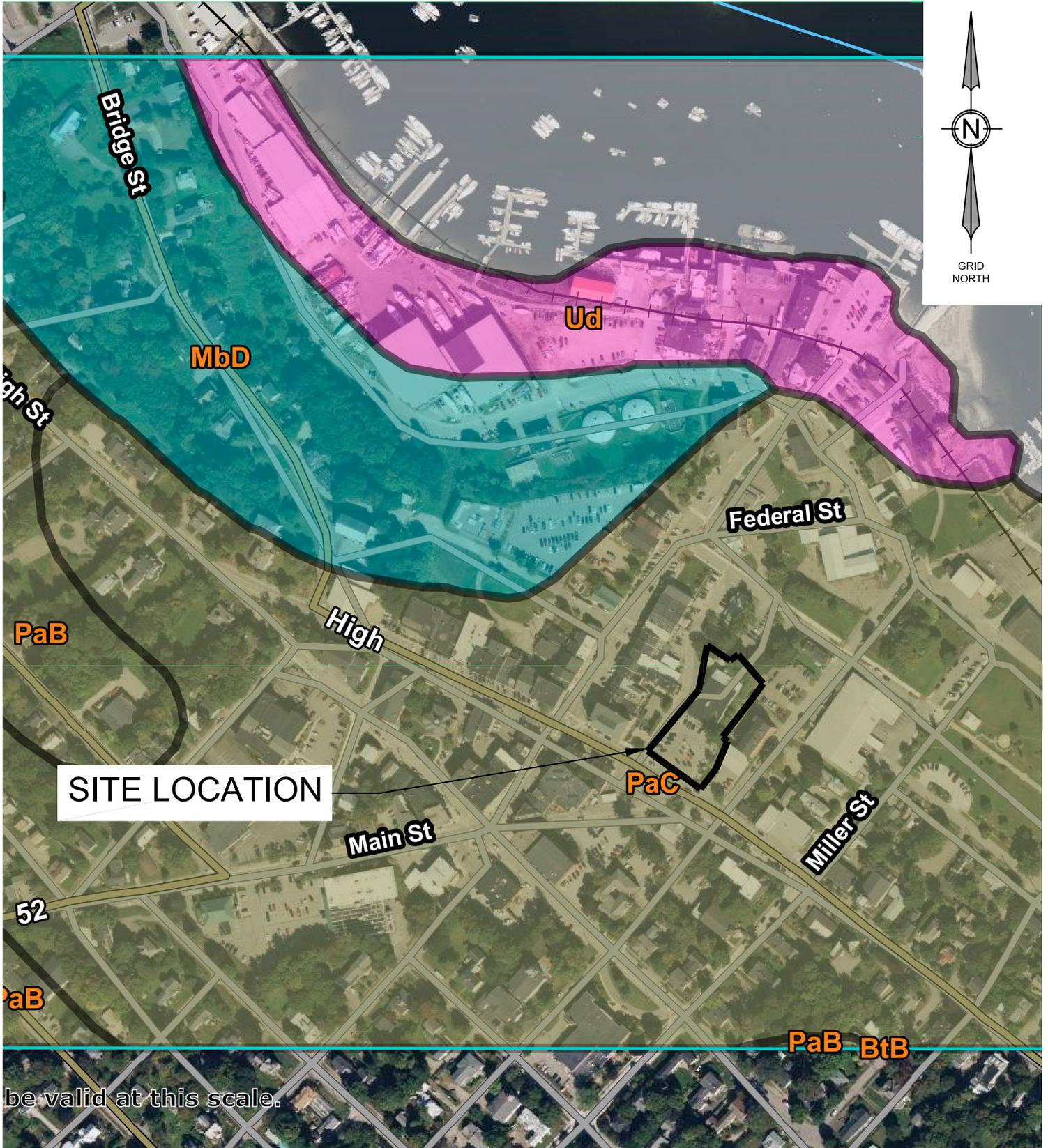
PORTLAND
565 CONGRESS STREET, SUITE 201
PORTLAND, ME 04101

PROJECT NO.
22-08

DATE
8/30/22

SCALE
1"=2,000'

SHEET
1
OF
3



SITE LOCATION

be valid at this scale.

499100 499200 499300 499400 499500 499600 499700 49

MEDIUM INTENSITY SOIL SURVEY

PROJECT:
BELFAST CO-OP RENNOVATION
BELFAST MAINE

PREPARED FOR:
CALEB JOHNSON DESIGN STUDIO
110 EXCHANGE ST. #2
PORTLAND, ME 04101



207.926.5111 • info@terradyndynconsultants.com • www.terradyndynconsultants.com

PINELAND
41 CAMPUS DRIVE, SUITE 101
NEW GLOUCESTER, ME 04260

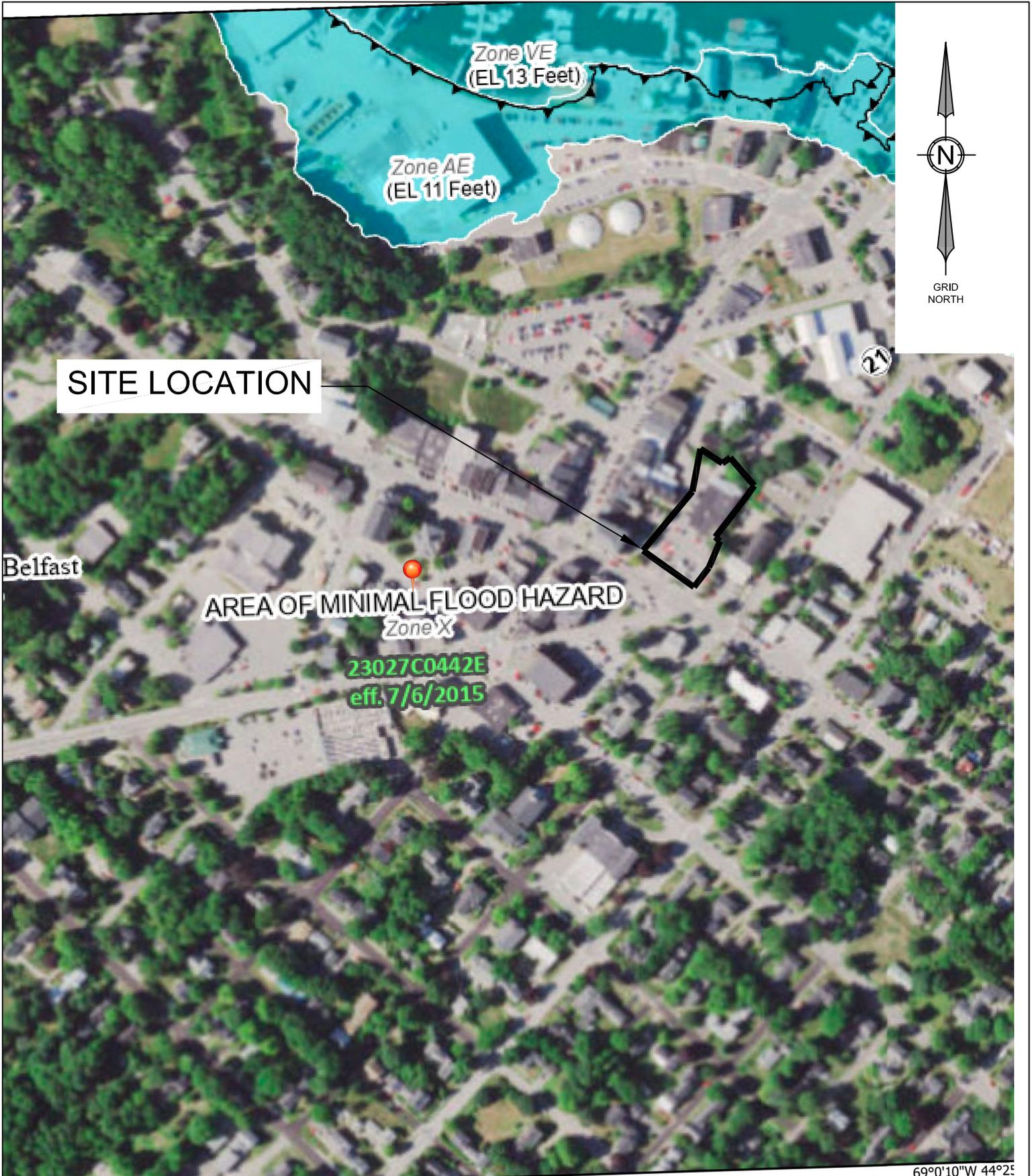
PORTLAND
565 CONGRESS STREET, SUITE 201
PORTLAND, ME 04101

PROJECT NO.
22-08

DATE
8/30/22

SCALE
1"=300'

SHEET
2
OF
3



SITE LOCATION

Belfast

AREA OF MINIMAL FLOOD HAZARD
Zone X

23027C0442E
eff. 7/6/2015

69°0'10"W 44°25'

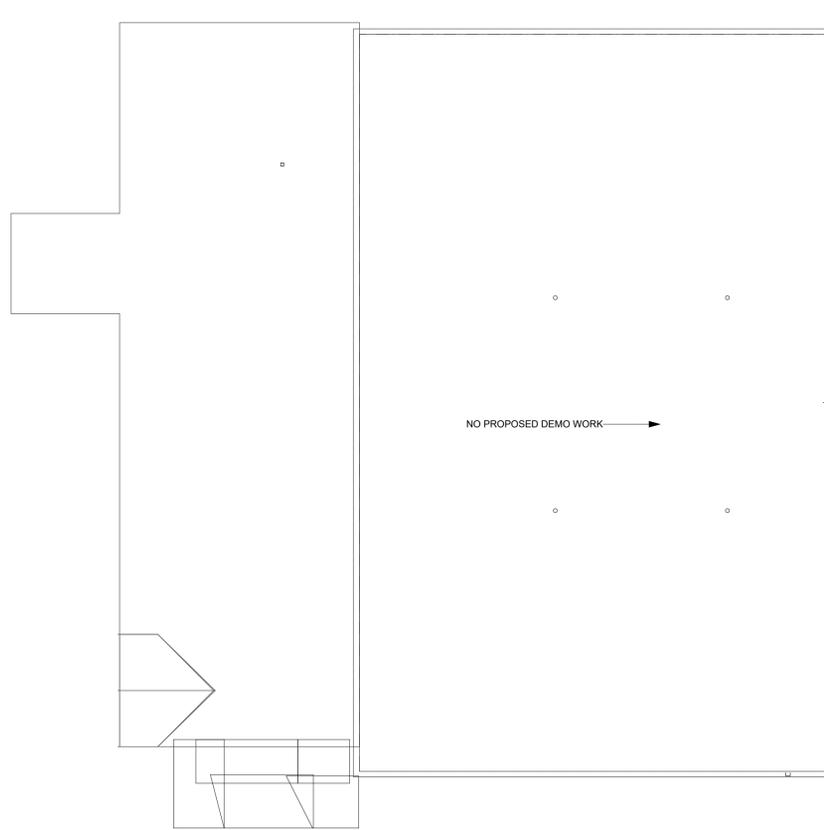
<p>FEMA FLOOD MAP</p>	 <p>TERRADYN CONSULTANTS, LLC</p> <p>207.926.5111 • info@terradynconsultants.com • www.terradynconsultants.com</p>	<p>PROJECT NO. 22-08</p>	<p>SHEET 3</p>
<p>PROJECT: BELFAST CO-OP RENNOVATION BELFAST MAINE</p>		<p>DATE 8/30/22</p>	<p>OF 3</p>
<p>PREPARED FOR: CALEB JOHNSON DESIGN STUDIO 110 EXCHANGE ST. #2 PORTLAND, ME 04101</p>		<p>SCALE 1"=300'</p>	

PINELAND
41 CAMPUS DRIVE, SUITE 101
NEW GLOUCESTER, ME 04260

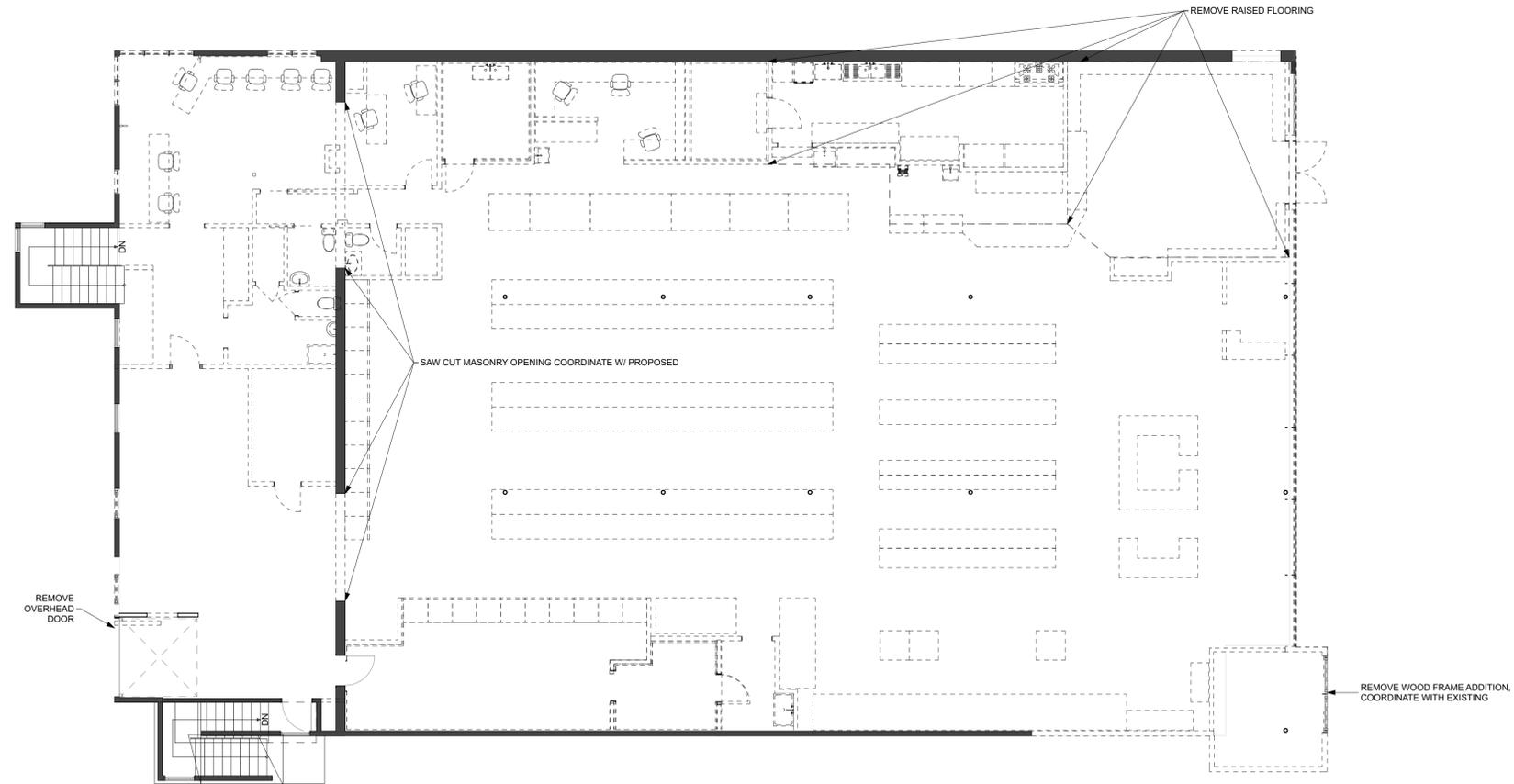
PORTLAND
565 CONGRESS STREET, SUITE 201
PORTLAND, ME 04101

Attachment 5

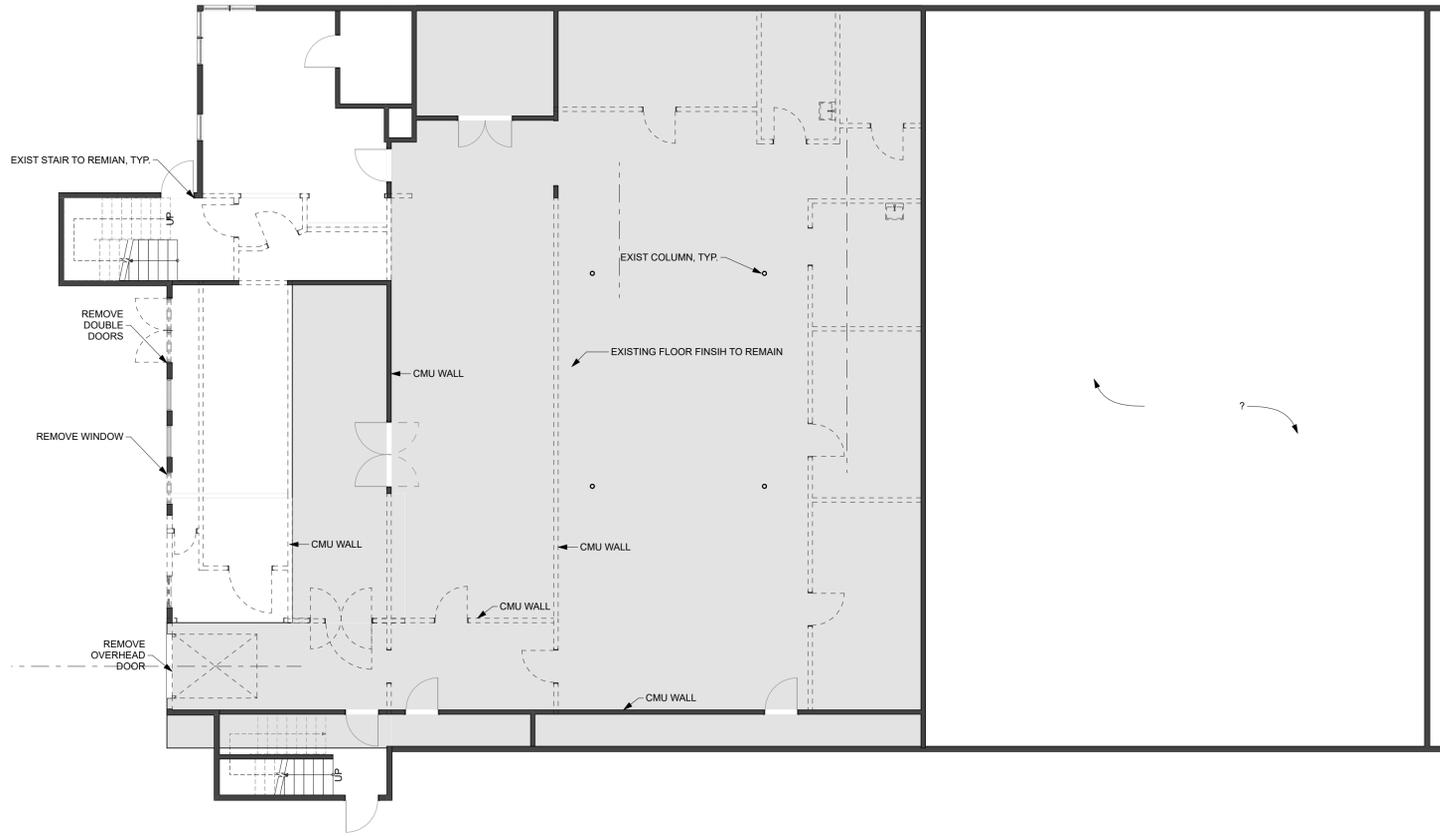
Building Plans & Elevations



ROOF DEMOLITION PLAN
SCALE: 1/8" = 1'-0" D1



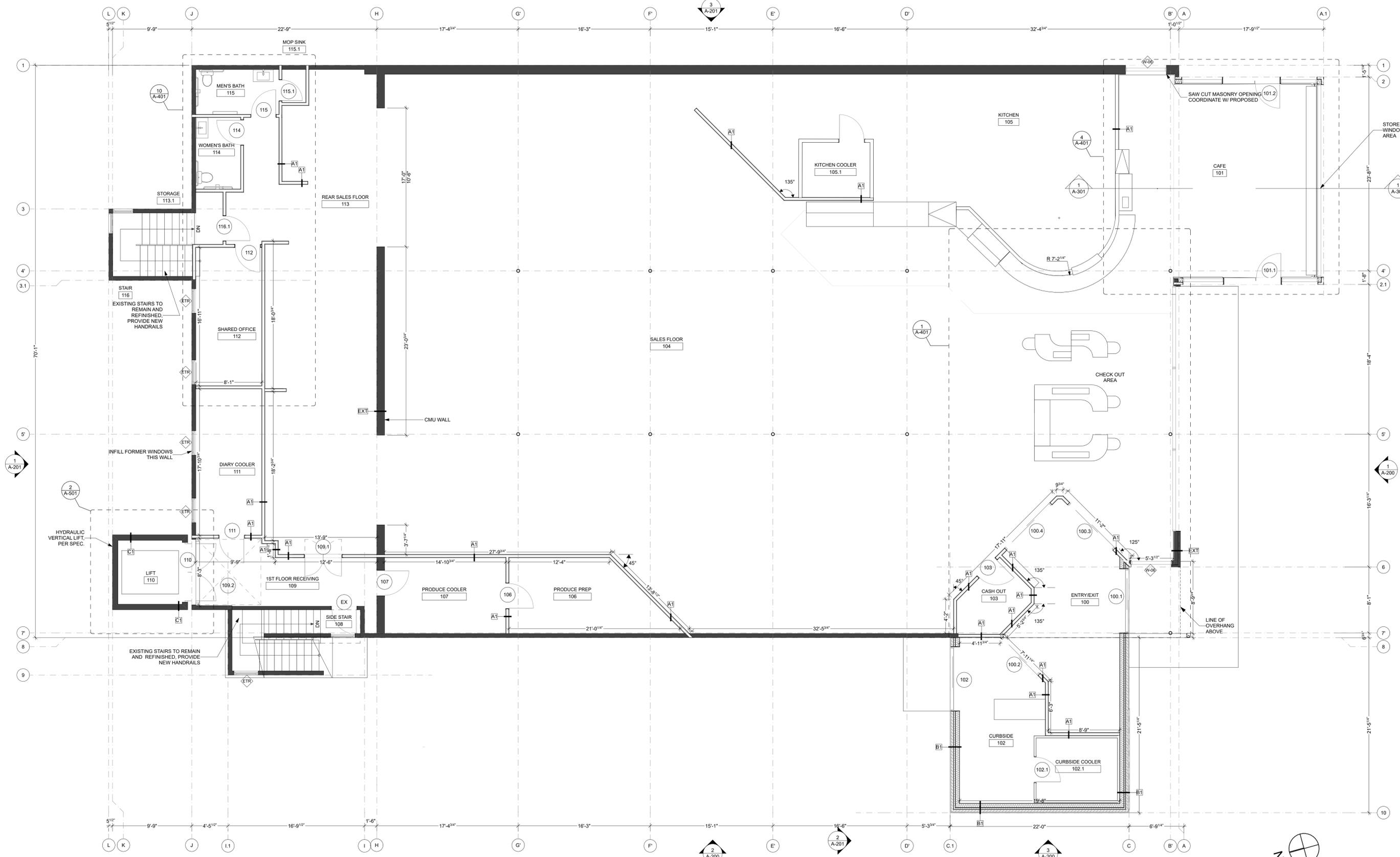
GROUND FLOOR DEMOLITION PLAN
SCALE: 1/8" = 1'-0" D1



BASEMENT DEMOLITION PLAN
SCALE: 1/8" = 1'-0" D1

DEMO GENERAL NOTES:
 1. Existing wall finishes to remain and prepped for new paint, UNO.
 2. Demo all existing floor finishes.
 3. Demo existing ceilings, UNO.

- DEMOLITION PLAN
LEGEND
- Wall to be Demolished
 - Existing Wall to Remain
 - Existing Floor to Remain
 - Room/ Area to be Gutted, See Additional Notes
 - Door to be Demolished
 - Fixture/ Object to be Demolished



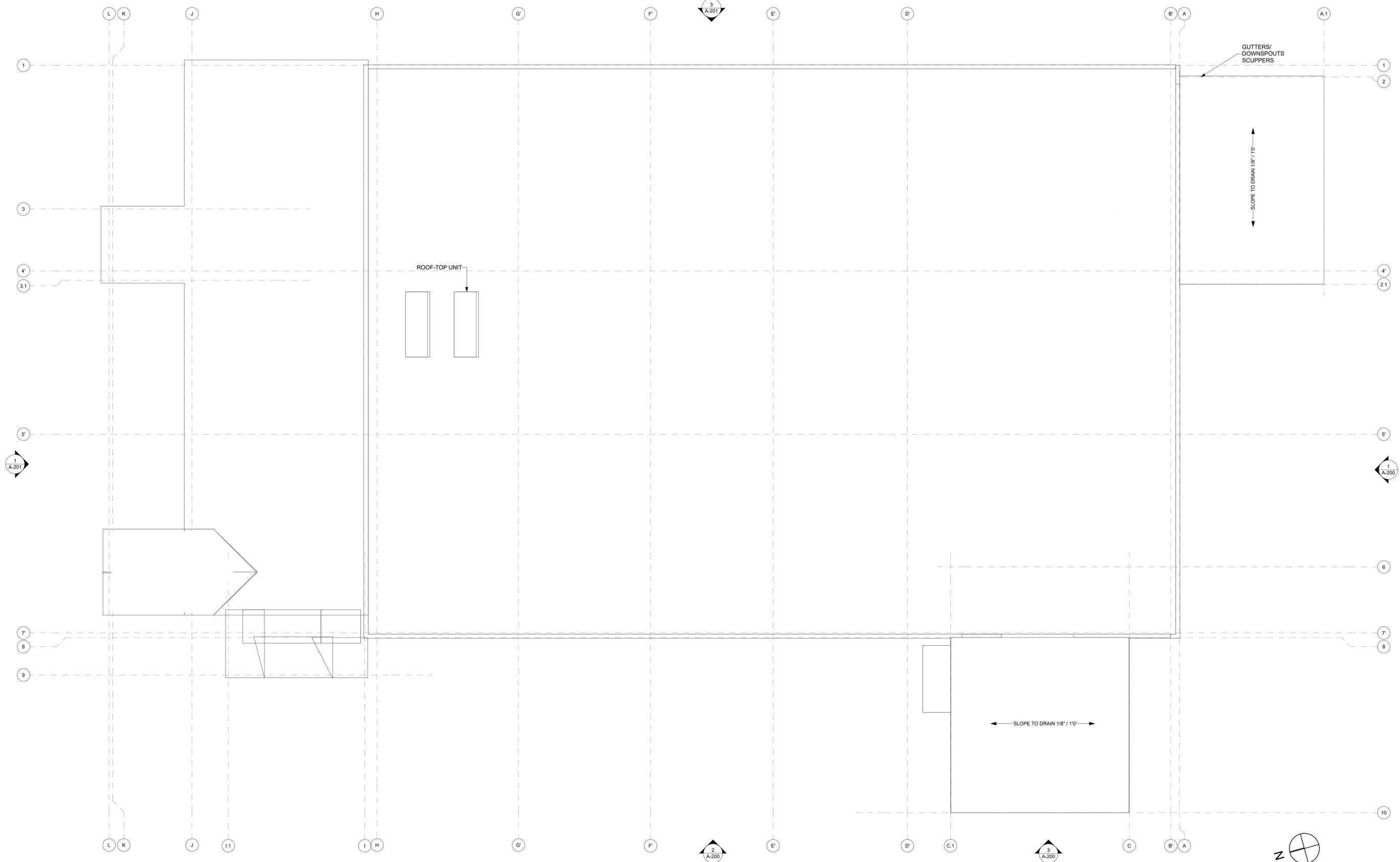
GENERAL NOTES:

1. Contractor will review all drawings and specifications and confirm any unclear information with the Architect before proceeding. Sheets are not to be separated when distributed to subcontractors in order to maintain contextual information.
2. Contractor is responsible for the construction of a complete weather tight building within the scope of the construction documents. If contractor feels conformance with the construction documents is in conflict with this goal he shall discuss conflicts with Architect.
3. Contractor is responsible for coordinating and supervising all sub-contractors. Workmanship standards shall be those generally accepted for high-end construction. Contractor warrants all work for a minimum of one year from final completion of job. Other explicit warranties may be in addition to above.

PRELIMINARY DD SET
8/23/22
NOT FOR CONSTRUCTION

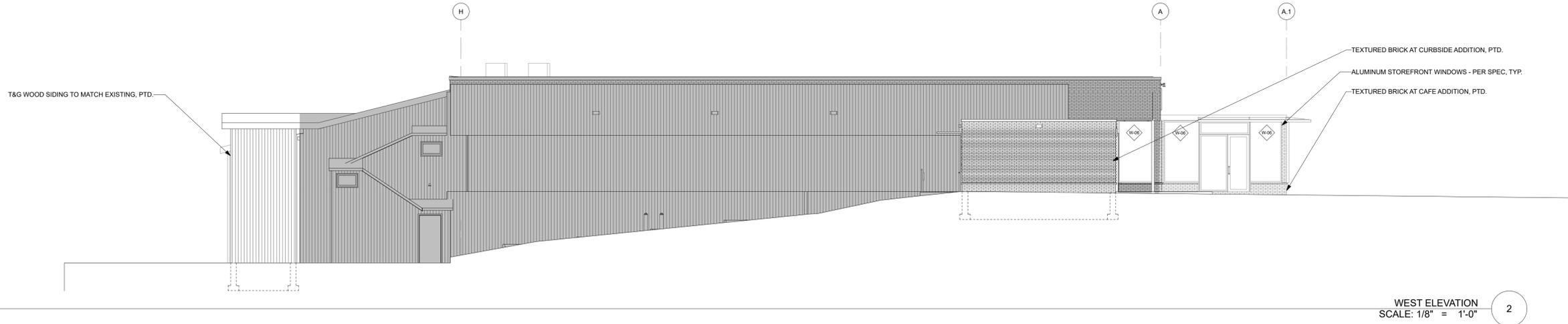
BELFAST CO-OP RENOVATION
CJS PROJECT LEAD:
PB/BA
DATE OF ISSUE:
8/23/22
PROJECT STATUS:
DESIGN DEVELOPMENT
123 High St. Belfast ME 04915
Doug Johnson





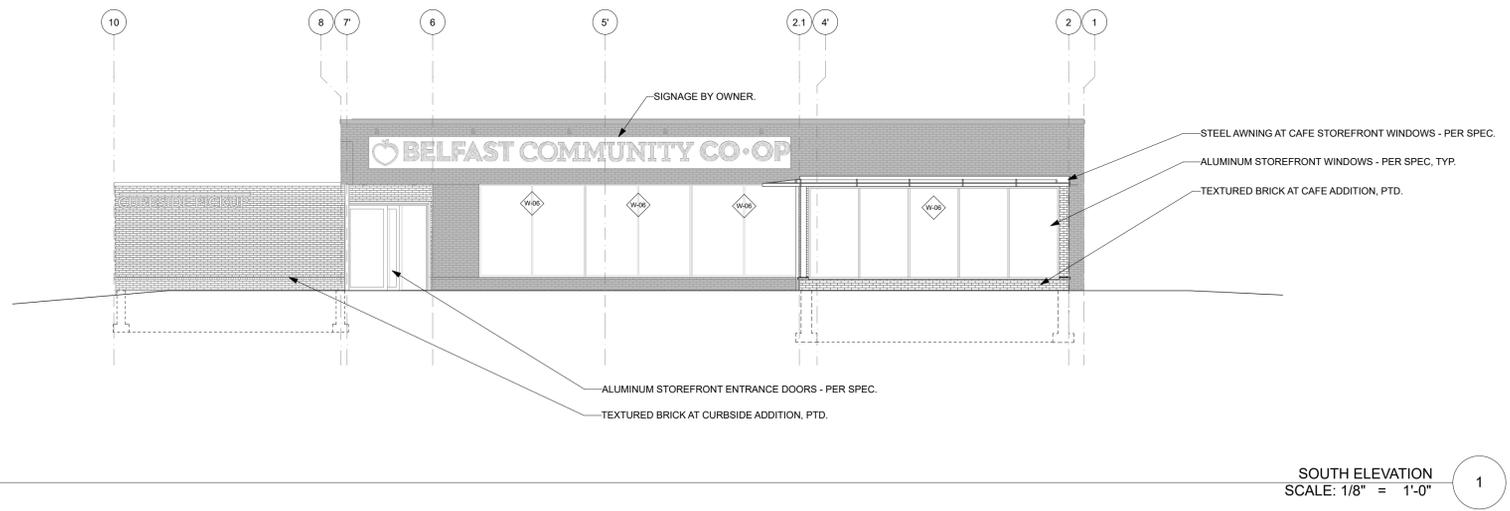
GENERAL NOTES:

1. Contractor will review all drawings and specifications and confirm any unclear information with the Architect before proceeding. Sheets are not to be separated when distributed to subcontractors in order to maintain contextual information.
2. Contractor is responsible for the construction of a complete weather tight building within the scope of the construction documents. If contractor feels conformance with the construction documents is in conflict with this goal he shall discuss conflicts with Architect.
3. Contractor is responsible for coordinating and supervising all sub-contractors. Workmanship standards shall be those generally accepted for high-end construction. Contractor warrants all work for a minimum of one year from final completion of job. Other explicit warranties may be in addition to above.



LEGEND
 [White Box] NEW CONSTRUCTION
 [Grey Box] EXISTING TO REMAIN

WEST ELEVATION
 SCALE: 1/8" = 1'-0" 2

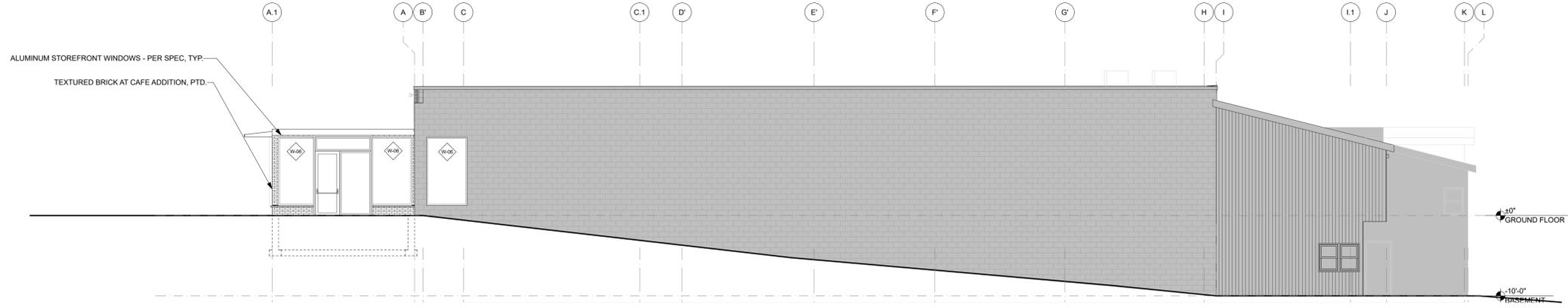


SOUTH ELEVATION
 SCALE: 1/8" = 1'-0" 1

PRELIMINARY DD SET
 8/23/22
 NOT FOR CONSTRUCTION

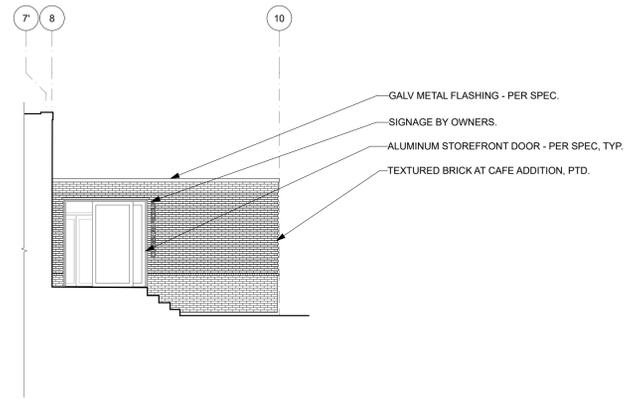
CJS PROJECT LEAD:
 PB/BA
 DATE OF ISSUE:
 8/23/22
 PROJECT STATUS:
 DESIGN DEVELOPMENT

BELFAST CO-OP RENOVATION
 123 High St. Belfast ME 04915
 Doug Johnson



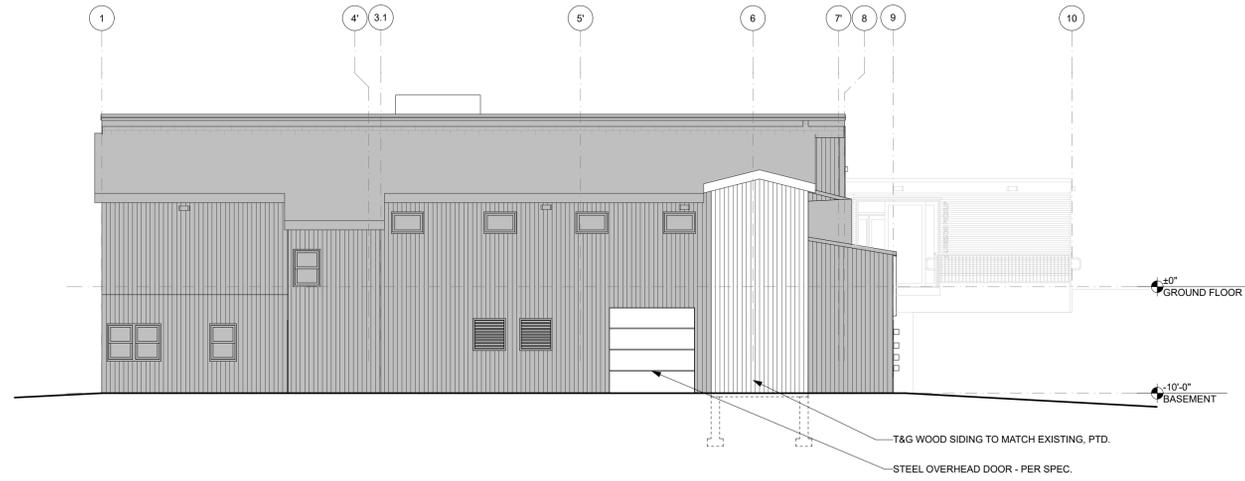
EAST ELEVATION
SCALE: 1/8" = 1'-0"

3



CURBISDE REAR ENTRY (NORTH ELEVATION)
SCALE: 1/8" = 1'-0"

2



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

1

LEGEND
 [Line] NEW CONSTRUCTION
 [Shaded Area] EXISTING TO REMAIN

Attachment 6

Standards Compliance Narrative



Pineland

Cumberland Hall
41 Campus Drive, Suite 101
New Gloucester, ME 04260

Portland

565 Congress Street, Suite 201
Portland, ME 04101

September 1, 2022

Project #22-08

SITE PLAN REVIEW CRITERIA

Chapter 90-Site Plans

Section 90-42

- (1) **Pollution:** The proposed development will not result in undue water or air pollution. In making this determination, consideration shall be given to:
 - a. The project is not located within a flood hazard area.
 - b. Onsite soils are identified on the NRCS Medium Intensity Soil Survey as Peru fine sandy loam, which are suitable to support the proposed development. The project will utilize the public sewer system. No onsite wastewater disposal is proposed.
 - c. The site slopes from the south to the north between 2% and 10%. No onsite wastewater disposal is proposed, so the slope of the land will have no effect on effluent.
 - d. No streams are located within the vicinity of the project site. The project will utilize the public sewer system so no onsite effluent disposal is proposed.
 - e. The project will adhere to all applicable state and local health and water resource rules, regulations and codes.

- (2) **Sufficient water:** The project will improve its existing connection to the public water main in Spring Street for both domestic water and fire suppression. An updated 6" tap is proposed that will split into a 2" domestic and 6" fire service. Domestic water use is expected to be approximately 2,439 gallons per day based on design flow rates published in the State of Maine Subsurface Wastewater Disposal Rules. Correspondence with the Belfast Water District regarding proposed water usage is provide in Attachment 7.

- (3) **Municipal water supply:** The project will utilize water from the Belfast Water District system. See Section (2) for more information.

- (4) **Soil erosion and sediment control:** A site specific Erosion and Sediment Control Plan has been developed for the project with an emphasis on minimizing disturbance and rapid stabilization during construction. The plan was developed in accordance with the *Maine Erosion and Sediment Control Best Management Practices Manual for Designers and Engineers*, published by the Maine Department of Environmental Protection, October 2016. Proposed erosion and sedimentation control measures are shown on Sheet C-4.0, and a written Erosion Control narrative and construction details are located on Sheet C-6.2.

- (5) **Highway or public road congestion:** The project was designed to have minimal impact to existing traffic conditions. Traffic will follow similar patterns through the site and along Pendleton Street and High Street. The proposed improvements are intended to make the site

safer with better traffic flow with designated ADA and grocery pickup parking spaces, curbing, landscaping, and sidewalks.

The site was designed to accommodate emergency vehicles and a trash truck, which will regularly haul solid waste from the on-site dumpsters. The dumpster location has been moved closer to Pendleton Street with a fenced enclosure for easier access.

- (6) **Sewage waste disposal:** The proposed project will utilize the public wastewater system for sewage disposal. The project is expected to generate approximately 2,439 gallons of wastewater per day based on design flow rates published in the State of Maine Subsurface Wastewater Disposal Rules. The existing sewer service will be replaced with a 4" service connecting to from the existing manhole in Pendleton Street. Additionally, a 4" grease line will exit the building and connect to a 2,000 gallon grease trap adjacent to the building on site before out letting to the proposed 4" service line. Correspondence with the Belfast Wastewater Treatment Plant Superintendent is provided in Attachment 8.
- (7) **Municipal solid waste and sewage waste disposal:** The proposed development will not cause an unreasonable burden on the City's ability to dispose of solid waste and sewage. See Section (6) for information on sewage disposal and Section (18) for information on solid waste disposal.
- (8) **Aesthetic, cultural and natural values:** The project was designed to be compatible with the existing Coop building and site and the surrounding High Street neighborhood. The proposal is subject to review by the In-Town Design Review Committee and an application has been submitted. The project is not expected to have an undue adverse effect on the scenic or natural beauty of the area. No known historical or archaeological sites are located on or adjacent to the project site
- (9) **Conformity with City ordinances and plans:**
The project has been designed to conform with all applicable city ordinances and plans, as described herein.
- (10) **Financial and technical capacity:**

Financial Capacity

The applicant has the financial capacity to renovate and expand their building and improve the site in compliance with all applicable local, state and federal environmental standards. The project is estimated to cost approximately \$5.1M and will be financed with multiple funding sources. A letter from the Co-op explaining the financing and a letter from the Co-op's financial institution are included in Attachment 3.

Technical Capability

The Belfast Community Coop has been owned, operated and improved at this location by the employees and board for nearly 30 years. The Belfast Community Coop has hired a group of technical professionals to assist with the design and permitting of the project. Terradyn Consultants has been retained to prepare site plans and application materials. Caleb Johnson Studio has been retained as the project architect. A full list of consultants who have assisted in preparing the information contained within this application is provided in Attachment 2.

- (11) Surface waters; outstanding river segments:** The project is not located within a Shoreland Zone, as defined by 38 M.R.S.A. Chapter 3, Subchapter 1, Article 2-B, or as delineated on the City of Belfast Shoreland Zoning Map. This Criteria is not applicable. However, the project will not adversely affect the quality or affect the shoreline of downstream bodies of water.
- (12) Groundwater:** The project will not use groundwater for its water supply and will not discharge wastewater or other pollutants to groundwater. The proposed project is no expected to adversely affect the quality or quantity of groundwater or any public or private water source.
- (13) Flood areas:** The project is not located within a mapped flood hazard area. No flooding is expected on the site.
- (14) Freshwater wetlands:** There are no freshwater wetlands on the project site.
- (15) Rivers or streams:** No rivers or streams are located on or adjacent to the project site.
- (16) Stormwater:** The proposed development will result in a decrease in impervious area by removing pavement and replacing it with landscaped areas adjacent to the building, subsequently runoff from the site is expected to decrease. Stormwater runoff patterns are expected to remain the same.
- (17) Access to direct sunlight for abutting property owner for solar energy system:** The size, location, and orientation of the project parcel and proposed development will prevent it from having any impact on the abutting properties' access to direct sunlight. The building additions are shorter than the existing structure and located adjacent to the parking lot and Pendleton Street.
- (18) Solid waste management:** The project will generate several sources of solid waste during and after construction:
- Site Clearing Debris
- No trees on the project site are expected to be removed as a result of this project. During construction, any smaller woody debris will be ground and mulched for use as a soil amendment or as an erosion control measure. Excess organic debris may need to be disposed of at a licensed facility. Minimal vegetation removal is expected.

Construction Waste

Construction of the building addition is expected to generate construction debris. The contractor will be required to separate construction waste on site prior to recycling or disposal at a licensed facility.

Municipal Solid Waste

The Belfast Coop will generate municipal solid waste typical of a grocery store. Wastes will be separated appropriately, and typically approximately 25% of municipal solid waste is recycled.

A new dumpster enclosure and pad is proposed as part of this project. Three dumpsters will be enclosed on the northern portion of the site adjacent to the northern property line and Pendleton Street where it will be easily accessible by trash trucks but still screened from view by the dumpster enclosure fence. The applicant will continue its existing contract with waste haulers. The project is not expected to have any impact on the Belfast Transfer Station.

(19) Exterior lighting: The proposed development will not result in any change to the existing site lighting. No pole mounted lights will be added or removed. Existing outdated building mounted lights will be replaced as part of the project, specifically at the front and back of the building and at the additions. The lighting is shown on the exterior architectural elevations and will be full cut-off LED fixtures. Replacement light locations are also shown on the site plan.

(20) Buffering of adjacent uses: The proposed project is adjacent to commercial uses and multifamily residences. There is currently no natural vegetation on the parcel except perimeter trees along the eastern and northern property lines. New landscaped islands are proposed surrounding the building additions and defining the parking lot from Pendleton Street. Plantings will also surround the proposed café patio. Existing trees and vegetation will be preserved on site. Replacement plantings are also proposed in the island along High Street. The dumpster will be screened with a fence enclosure.

Existing and proposed vegetation is shown on the project drawings.

(21) Noise: The proposed Belfast Coop additions are compatible with the surrounding uses. Noise levels are not expected to create unreasonable interference with use and enjoyment of neighboring properties.

(22) Storage of materials:

- a. There will be no exposed nonresidential storage areas, exposed machinery, or areas used for the storage or collection of discarded automobiles, auto parts, metals or other articles of salvage or refuse on the project site.
- b. Three dumpsters for MSW storage will be located in a designated area adjacent to the back of the building. The dumpster will be located on a concrete pad and screened with a fence enclosure.

- c. During construction, the site will be secured and maintained by the contractor to ensure the safety of the community. No safety hazards will be present on the site after construction.
- (23) Landscaping:** A Landscaping Plan has been developed by Anthony Muench Landscape Architect and is provided in the attached plan set. The plan was developed with the goal of beautifying the site and main entrance to the building, screening the seating areas, and buffering the parking area from Pendleton Street. Existing trees will be preserved to the greatest extent practical.
- (24) Buffering of residential uses:** Residential uses abut the project site on the east property boundaries and to west across Pendleton Street. Plantings are proposed surrounding the curbside pickup addition and to screen the parking area along the western side of the site between the site and Pendleton Street. No work is proposed in the northeastern portion of the site abutting residential uses so no plantings are proposed there. Existing trees along the northern and eastern property lines will generally be preserved.
- (25) Location of off-street parking:** The proposed parking alterations include improvements to safety such as designated ADA and grocery pickup parking spaces, additional curbing, landscaping, and sidewalk improvements. These improvements along with the building additions will result in a decrease in the total off street parking spaces from 49 to 44. The required total amount of off-street parking is 55 spaces, a waiver request is included with this application detailing the improvements being made as well as the availability of City owned parking adjacent to the project site.
- (26) Hazardous waste:** No hazardous waste will be generated or stored on site.
- (27) Protection of public health and welfare:** The proposed development will protect and promote public health and welfare and does not pose a substantial risk of causing damage to the public health or welfare.
- (28) Adequacy of waste disposal:** See Section 18 – Solid Waste Management for information regarding the storage and disposal of Municipal Solid Waste generated by the project.

ENVIRONMENTAL STANDARDS

Chapter 102 §1122-1136

Sec. 102-1122. Subsurface wastewater disposal

On-site subsurface wastewater disposal will not be used for the proposed development. Wastewater will be discharged to the public sewer system through an upgraded service.

Sec. 102-1123. Erosion control

A site specific Erosion and Sediment Control Plan has been developed for the project with an emphasis on minimizing disturbance and rapid stabilization during construction. The plan was developed in accordance with the *Maine Erosion and Sediment Control Best Management Practices Manual for Designers and Engineers*, published by the Maine Department of Environmental Protection, October 2016. Proposed erosion and sedimentation control measures are shown on Sheet C-4.0, and a written Erosion Control narrative and construction details are located on Sheet C-6.2. The site is primarily covered with paved or building today and will continue to be after the renovations with the exception of new landscape islands to be planted and mulched.

Sec. 102-1124. Control of stormwater run-off

The proposed development will result in a decrease in impervious area with the creation of landscaped areas as part of the project. Existing stormwater runoff patterns will be preserved.

Sec. 102-1125. Wastewater pollution

Wastewater will discharge into the public sewer system and flow to the city's Wastewater Treatment Plant.

- (a) A new sewer service lateral will be installed in accordance with Chapter 62, Article II of the City Code of Ordinances. Correspondence with the Wastewater Treatment Plant Superintendent is provided in Attachment 8.
- (b) The wastewater from the proposed development is not from an industrial use, and will not require pretreatment prior to discharge to the public sewer system. A grease trap will be installed outside of the building on-site to remove grease from the kitchen discharges prior to entering the City sewer.
- (c) Not Applicable. The wastewater will be discharge to the public system.

Sec. 102-1126. Air pollution

The proposed grocery store additions will not emit dust, fly ash, fumes, vapors or gases which will have an adverse impact on human health, animals, vegetation, or property.

Sec. 102-1127. Odors

The proposed modifications to the co-op will not produce noxious or harmful odors.

Sec. 102-1128. Glare

See Section 19, above for information on proposed exterior lighting. The proposed lighting and building improvements are not expected to result in glare.

Sec. 102-1129. Noise

The proposed Belfast Coop additions are compatible with the surrounding uses. Noise levels will not exceed, during any consecutive eight-hour period, an average of 75 dB(A) (re 20 micronewtons/m²) measured at any boundary line or 115 dB(A) for any period of 60 minutes in a twenty-four-hour period when measured at the source.

Sec. 102-1130. Gravel extraction

The proposed development is not a gravel extraction operation and is not subject to the rules and guidelines of the Site Location Development Law.

Sec. 102-1131. Heating systems and oil storage tanks

The proposed development will utilize two new 1,000 gallon liquid propane tanks to be installed underground in the location shown on the site plans north of the building. The tanks have been sited and will be installed in accordance with the Liquified Petroleum Gas Code (NFPA 58). An existing above ground tank east of the building will be removed. No oil storage tanks will be installed on the site.

Sec. 102-1132. Burning of household trash, brush and stumps

No burning or disposal of household trash, brush or stumps will take place on the project site.

Sec. 102-1133. Timber harvesting

The proposed development is not a timber harvesting operation and is not subject to state rules regarding these type of activities.

Sec. 102-1134. Uses in wetlands

There are no wetlands mapped within the project site.

Sec. 102-1135. Uses in floodplains

The project site is not located in a mapped floodplain.

Sec. 102-1136. Soils

Onsite soils are identified on the NRCS Medium Intensity Soil Survey as Peru fine sandy loam, which are suitable to support the proposed development. The project will utilize the public sewer system. No onsite wastewater disposal is proposed.

Attachment 7

Correspondence with Belfast Water District



Pineland

Cumberland Hall
41 Campus Drive, Suite 301
New Gloucester, ME 04260

Portland

565 Congress Street, Suite 201
Portland, ME 04101

August 24, 2022

Project #22-08

Keith Pooler, Superintendent
Belfast Water District
285 Northport Avenue
Belfast, Maine 04915

**REQUEST FOR ABILITY TO SERVE LETTER
BELFAST COOP RENOVATIONS**

Dear Keith:

Terradyn Consultants has been retained by Caleb Johnson Studio to prepare site plans and permit applications for the proposed renovations of the Belfast Coop located at 123 High Street. The project includes the renovation of the existing coop building, the construction of two building additions, site improvements and utilities. The existing water service is undersized. We are working with the mechanical and plumbing engineer Kurt Magnusson of Mechanical Systems Engineers who has previously been in touch with the district. The building will be fully sprinklered in accordance with NFPA and local building codes.

Domestic water use is expected to be approximately **2,439 gallons per day**, based off a design flow for a grocery store with a café and 32 employees. Below is a summary of flow calculations:

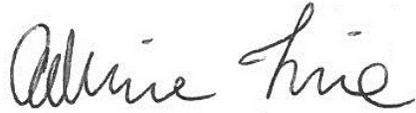
Grocery:	325 gpd/toilet 3 toilet * 325 gpd = 975 gpd
Employees:	12 gpd/employee 32 * 12 gpd = 384 gpd
Cafe:	30 gpd/seat for "eating place, 3 meals/day" 36 seats * 30 gpd = 1,080 gpd

It is expected that a new 6" tap to the City's 8" existing water main in Spring Street will serve the project. The 6" tap will split into a 6" fire service and a 2" domestic service with shut offs in the Spring Street ROW and services extending to the building. The proposed service location will be in the same location as the existing service. Attached is a draft utility plan for the project.

We are writing to request confirmation that the Belfast Water District has the ability to serve the project's water needs. We will include this correspondence with the Site Plan application we are currently preparing for the project.

If you need additional information to make your determination or if you have any questions, please contact me at adrienne@terradyconsultants.com or (207) 322-1223.

Sincerely,
TERRADYN CONSULTANTS, LLC

A handwritten signature in black ink that reads "Adrienne Fine". The signature is written in a cursive, flowing style.

Adrienne Fine, P.E.
Senior Project Engineer

From: [Keith Pooler](#)
To: [Adrienne Fine](#)
Cc: tammy@belfastwater.org; "Bub Fournier"
Subject: RE: Belfast Co-op water service improvements - ability to serve request
Date: Thursday, August 25, 2022 8:28:22 AM
Attachments: [Coop 1 service.pdf](#)

Adrienne,

I have reviewed your preliminary plans and calculations for the proposed 6" fire service and 2' domestic service at the Belfast Coop and we are pleased to let you know that Belfast Water does have the capacity to serve the proposed water services. I have attached a copy of the as-built on the existing 1" service that presently feeds the coop. The main and services on Spring street were all renewed in 2014/2015. The main is 8" ductile Iron and the service is 1" CTS to curb box on Spring St. As you can see in the diagram the water main is on the south side of Spring St, and we can locate it for you if you need it. We do not have any information about an easement or agreement for the water service, but I can tell you it was originally a 2' water service, and it was installed in 1950 from the records we have. Our records show that the 2" iron pipe failed somewhere on the property, sometime around 1990 and the owners decided to put a ¾' cts plastic thru the 2" iron pipe at that time.

Please let us know if we can be more assistance

Keith

From: Adrienne Fine <adrienne@terradyconsultants.com>
Sent: Wednesday, August 24, 2022 4:46 PM
To: keith@belfastwater.org
Subject: Belfast Co-op water service improvements - ability to serve request

Hi Keith,

Please find attached an ability to serve request and a draft utility plan for the proposed water service improvements for the Belfast Co-op. Can you also provide me with a map showing the location of the public water line in Spring Street or any information on which side of the ROW the water line is on?

Do you have any information about the easement/agreement allowing the water line across the abutting property to Spring Street? All we have is a vague mention to an easement in an old deed from before the Coop owned this property.

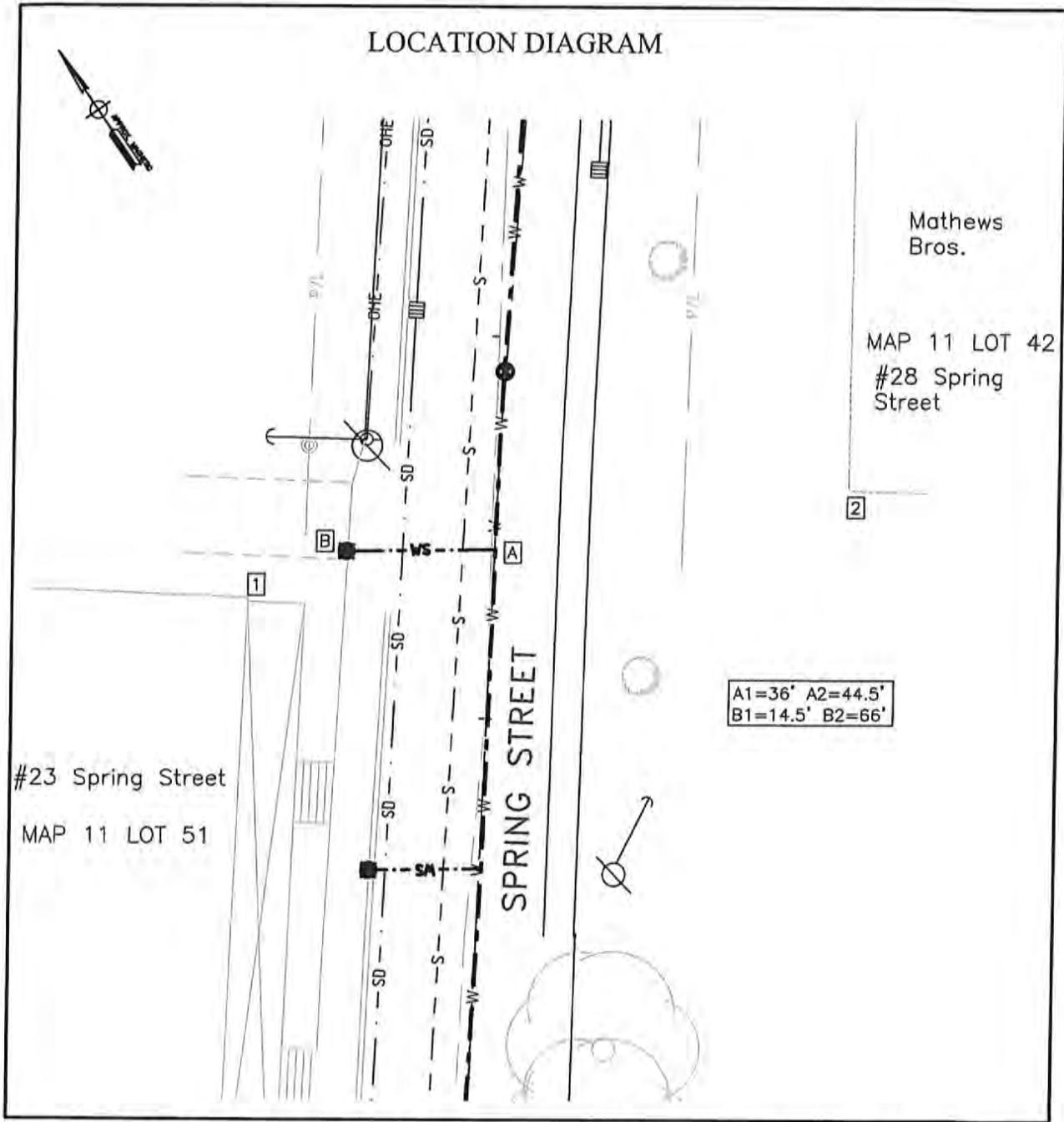
Thank you,
Adrienne

Adrienne Fine, P.E.
Senior Project Engineer

UTILITY LOCATION SHEET - SERVICES

Date: Inst'd 2014 Address: _____ Street: Spring Street

Located by: Eastwood Contractors, Inc. Occupant: Service to Co-op Super Market



Depth of Cover: at main: 4.5' at R/W: 5.5' Lat.: _____ Long.: _____

A=1" Corporation, B=1" Curbstop

1=Northeasterly Corner #23 Spring Street

2=Southwesterly Corner Mathews Brothers

Attachment 8

Correspondence with Belfast Wastewater Treatment Plant



Pineland

Cumberland Hall
41 Campus Drive, Suite 101
New Gloucester, ME 04260

Portland

565 Congress Street, Suite 201
Portland, ME 04101

August 24, 2022

Project #22-08

Jon Carman, Superintendent
Belfast Wastewater Treatment Plant
54 Front Street
Belfast, Maine 04915

**REQUEST FOR ABILITY TO SERVE LETTER
BELFAST COOP RENOVATIONS**

Dear Jon:

Terradyn Consultants has been retained by Caleb Johnson Studio to prepare site plans and permit applications for the proposed renovations of the Belfast Coop located at 123 High Street. The project includes the renovation of the existing coop building, the construction of two building additions, site improvements and utilities. The existing sewer service is undersized.

Wastewater is expected to be generated at a rate of approximately **2,439 gallons per day**, based off a design flow for a grocery store with a café and 32 employees. Below is a summary of flow calculations:

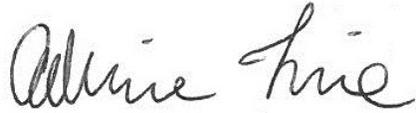
Grocery:	325 gpd/toilet 3 toilet * 325 gpd = 975 gpd
Employees:	12 gpd/employee 32 * 12 gpd = 384 gpd
Cafe:	30 gpd/seat for "eating place, 3 meals/day" 36 seats * 30 gpd = 1,080 gpd

It is expected that a new 4" service will be installed and connect to the existing SMH in Pendleton Street as shown on the attached draft utility plan for the project. Additionally, there will be a 4" grease service leaving the building and going to a 2,000 gallon grease trap located adjacent the building. The grease trap will connect back to the 4" service line on site. Attached is a draft utility plan for the project.

We are writing to request confirmation that the Belfast Wastewater Treatment Plant has capacity to serve the project's wastewater needs. We will include this correspondence with the Site Plan application we are currently preparing for the project.

If you need additional information to make your determination or if you have any questions, please contact me at adrienne@terradyconsultants.com or (207) 322-1223.

Sincerely,
TERRADYN CONSULTANTS, LLC

A handwritten signature in black ink that reads "Adrienne Fine". The signature is written in a cursive, flowing style.

Adrienne Fine, P.E.
Senior Project Engineer

From: [Annaleis Hafford](#)
To: [Adrienne Fine](#)
Cc: [Bub Fournier](#)
Subject: Re: Belfast Co-op sewer improvements - ability to serve request
Date: Wednesday, September 21, 2022 7:53:37 AM

Adrienne -

The City of Belfast's WWTP has the capacity to serve the Co-op's planned project that you are presenting to the Planning Board next Wednesday. The facility is operated in complete compliance with all of its DEP permit limits and we do not have any concerns with the planned project as far as the plant's capacity.

Annaleis Hafford
Belfast Superintendent

From: Adrienne Fine <adrienne@terradyconsultants.com>
Sent: Tuesday, September 20, 2022 8:21 PM
To: Annaleis Hafford
Subject: RE: Belfast Co-op sewer improvements - ability to serve request

Hello,

I originally sent this email to Jon Carmen's prior email address but after looking on the City of Belfast website it appears that you are now the Belfast WWTP contract operator so I am forwarding you our request. Our planning board meeting is coming up next Wednesday. Are you able to provide us with an ability to serve ahead of the meeting?

Adrienne Fine, P.E.
Terradyn Consultants, LLC
207.322.1223 (mobile)
207.926.5111 (office)

From: Adrienne Fine
Sent: Wednesday, August 24, 2022 4:47 PM
To: wwtp@cityofbelfast.org
Subject: Belfast Co-op sewer improvements - ability to serve request

Hi Jon,

Please find attached an ability to serve request and a draft utility plan for the proposed sewer service improvements for the Belfast Co-op. We believe the existing service connects to the SMH in Pendleton Street that we are proposing to re-connect to, but we were unable to locate the invert during survey so please let me know if you have any additional information.

Thank you,
Adrienne

Adrienne Fine, P.E.

Senior Project Engineer

Terradyn Consultants, LLC

565 Congress Street, Suite 201

Portland, ME 04101

207.322.1223 (mobile)

207.926.5111 (office)

adrienne@terradyconsultants.com

Attachment 9

Parking Waiver Request



Pineland

Cumberland Hall
41 Campus Drive, Suite 301
New Gloucester, ME 04260

Portland

565 Congress Street, Suite 201
Portland, ME 04101

September 1, 2022

Project #22-08

**WAIVER REQUEST FOR:
Belfast Community Co-op Renovation**

**FROM:
Article 8 – Parking and Loading Facilities Ordinance
Section 98-242 Off-street parking requirements**

Terradyn Consultants, LLC on behalf of the applicant Caleb Johnson Studio and the Belfast Community Co-op is requesting a waiver from the Article 8 Parking and Loading Facilities Ordinance, Table 98-242.

Request: We are requesting a waiver to allow for a reduced number of parking spaces on site than the 55 spaces required per Section 98-242. We are requesting 44 on-site spaces.

Justification:

1. The following proposed changes will improve the site and increase safety, but will reduce the amount of off-street parking from the 49 current spaces to 44 spaces:
 - Cleaner delineation of a 24' wide drive aisle for traffic flow nearest the Co-op building.
 - Row of nine 18' deep spaces maintained and re-aligned in front of the building.
 - Curbing and sidewalk added in front of the building to separate parking from pedestrian areas. Outdoor display areas, seating areas, bike parking and building walls will all be protected from vehicles by curbing, sidewalk, and landscaped islands.
 - Two designated grocery pickup spaces have been added directly in front of the curbside pickup addition.
 - Two ADA spaces are defined closest to the building entrance with an ADA ramp.
 - The outdoor café seating area is separated from parking by landscaping and curbing.
 - The site parking, pedestrian areas, and building are now protected from Pendleton Street traffic with the addition of curbing and landscaping surrounding the western side of the building addition and new sidewalk.
2. Additional public parking owned by the City is located behind the Co-op and across High Street providing overflow parking for occurrences where parking in the Co-op lot is full. These City lots have been utilized by other sites to allow for a reduction in parking on-site. We believe the use of these parking areas is practical for Co-op patrons.
3. The overall proposed GFA of the building is 9,607 sf, requiring 55 spaces at 1 space per 175 sf. The space available to customers is 6,959 sf, this excludes all areas such as storage, offices, & the kitchen. Using 6,959 sf for parking calculations results in 40 off-street parking spaces required for the Co-op with additions, which is less than the 44 proposed on site.