# *TOWN OF TOPSHAM*
## *PLANNING OFFICE*
100 Main Street
Topsham, Maine 04086 Phone:
Phone: (207) 725-1724 • Fax: (207) 725-1737


# PRE-APP / SKETCH PLAN APPLICATION

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **FEE FOR PLAN REVIEW** | ☐ **$250.00 for subdivisions**<br>☐ **$0.00 for site plans** | | | | | | **Amount Paid:** $_____<br>**Date:** _____ | | |
| **PROPERTY DESCRIPTION** | **Parcel ID** | **Map** | U05 | **Lot** | 47 | **Zoning District** | VC | **Total Land Area** | 3.82 ACRES |
| | **Physical Address** | 4 UNION PARK ROAD | | | | | | | |

| | | | | |
|---|---|---|---|---|
| **PROPERTY OWNER'S INFORMATION** | **Name** | 4 UNION ASSOCIATES LLC | Mailing Address | PO BOX 805<br>BRUNSWICK, ME 04011 |
| | **Phone** | (207) 517 - 5700 | | |
| | **Fax** | N/A | | |
| | **Email** | DAVE@HOLMANHOMES.COM | | |
| **APPLICANT'S INFORMATION IF DIFFERENT FROM OWNER** | **Name** | | **Name of Busines** | |
| | **Phone** | | **Mailing Address** | |
| | **Fax** | | | |
| | **Email** | | | |
| **APPLICANT'S AGENT INFORMATION** | **Name** | STEPHEN BUSHEY | **Name of Busines** | GORRILL PALMER |
| | **Phone** | (207) 772-2515 | **Mailing Address** | 300 Southborough Drive, Suite 200, South Portland, ME 04106 |
| | **Fax** | N/A | | |
| | **Email** | SBUSHEY@GORRILLPALMER.COM | | |

**PROJECT DESCRIPTION**
**PROJECT DECSCRIPTION**

**Existing Land Use:**
COMMERCIAL

**Provide a narrative description of the Proposed Project:**
WE ARE PROPOSING THE ADDITION 4-5 STORY OF AN 181 UNIT APARTMENT BUILDING WITH UNDERGROUND PARKING BELOW.

| | |
|---|---|
| | **Provide a narrative description of construction constraints such as wetlands, shoreland zone, flood plain, non-conformance, etc.**<br>THE SITE HAS A HIGH BEDROCK ELEVATION MAKING DIGGING DIFFICULT AS WELL AS A SMALL WETLAND AREA THAT IS NOT EXPECTED TO CONSTRAIN THE CONSTRUCTION. |

## MINIMAL SKETCH/PRE APP PLAN REQUIREMENTS

☐ **9 Paper Copies of the entire Plan Packet [nine (9) of written materials, four (4) - 24 "x 36" plan sets plus five (5) - 11" x 17" plan sets] Plans must be folded. Rolled plans will not be accepted.**

☐ **ONE (1) Electronic copy (via thumb drive/USB; email submissions will not be accepted)**

☐ **Self-addressed stamped envelope to mail thumb drive back to applicant.**

☐ Form of performance guarantee

**The Sketch/Pre App Plan document/map:**

A) Paper size; no less than 11" X 17" or greater than 24" X 36"
B) Plan Scale ☐ Under 10 acres: no greater than 1" = 30'
☐ 10 + acres: 1" = 50'
C) Title block ☐ Applicant's name and address
☐ Name of preparer of plans with professional information
☐ Parcel's tax map identification (map and lot) in bottom right corner of map

## APPLICANT'S CHECKLIST FOR SKETCH/PRE APP PLAN REQUIREMENTS

**SUBMITTALS THAT THE TOWN PLANNER DEEMS SUFFICIENTLY LACKING IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.**

**The following checklists includes items generally required for development by the TOPSHAM ORDINANCES and, due to projects specifics, are required to provide a complete and accurate set of plans, reports and supporting documentation.**

Existing:

- ☐ Current Deed, contract to purchase or lease, or other form of right, title or interest.
- ☐ Zoning district
- ☐ Topographic map (optional)
- ☐ Wetlands and flood plains
- ☐ Water bodies and water courses
- ☐ Parcel area
- ☐ Lot dimensions
- ☐ Utilities (Sewer/septic, water, electric, phone)
- ☐ Streets, driveways and rights-of-way
- ☐ Structures

**IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A CLEAR UNDERSTANDING OF THE PROJECT.**

Proposed: (Plans must show the lightened existing topography under the proposed plan for comparison.)

- ☐ Recreation areas and open space or fee in lieu
- ☐ Number of lots and lot areas
- ☐ Setback lines and building envelopes
- ☐ Lot dimensions
- ☐ Utilities (Sewer/septic, water, electric, phone)
- ☐ Streets, driveways and rights-of-way
- ☐ Structures

Distance to:

- ☐ Nearest driveways and intersections
- ☐ Nearest fire hydrant
- ☐ Nearest significant water body

**NOTE TO APPLICANT: PRIOR TO ANY SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF DEVELOPMENT.**

*The undersigned hereby makes application to the Town of Topsham for approval of the proposed project and declares the foregoing to be true and accurate to the best of his/her knowledge.*

David Holman
APPLICANT OR AGENT'S SIGNATURE

12/17/2024
DATE

David Holman
PLEASE TYPE OR PRINT NAME

**Town of Topsham** **Planning & Codes Office**

100 Main Street
Topsham, Maine 04086

Planning Office: (207) 725-1724
Codes Office: (207)725-1723

# AGENT AUTHORIZATION

| | | | | | |
|---|---|---|---|---|---|
| **APPLICANT/ OWNER** | **Name** | 4 Union Associates LLC, manager David Holman | | | |
| **PROPERTY DESCRIPTION** | **Physical Address** | 4 Union Park Drive, Topsham ME | **Map** | U05 | |
| | | | **Lot** | 047 | |
| **APPLICANT'S AGENT INFORMATION** | **Name** | Steve Bushey | | | |
| | **Phone** | 207-772-2515 | **Business Name & Mailing Address** | 300 Southborough Dr Suite 200 South Portland, ME 04106 | |
| | **Fax** | | | | |
| | **Email** | sbushey@gorrillpalmer.com | | | |

***Said agent(s) may represent me/us before Topsham Town officers and the Topsham Planning Board to expedite and complete the approval of the proposed development for this parcel.***

APPLICANT SIGNATURE — DATE 1/2/25

David Holman
PLEASE TYPE OR PRINT NAME HERE

CO APPLICANT SIGNATURE (If applicable) — DATE

PLEASE TYPE OR PRINT NAME HERE

APPLICANT'S AGENT SIGNATURE — DATE

PLEASE TYPE OR PRINT NAME HERE

December 17, 2024

Skye Siladi
Director of Planning
Town of Topsham
100 Main Street
Topsham, ME 04086

Dear Director Siladi & Topsham Planning Board:

Please find enclosed the Project Narrative for our proposed residential development for 4 Union Park Road, Topsham, Maine.

**Project Narrative:**

A partnership of Solhem Development, Holman Homes, and Lumen Design & Development is proposing to bring approximately 182 new sustainable apartments to Topsham, Maine. The project team opened the award-winning 63-unit Sandpiper Residences in Brunswick, Maine this past fall, and is excited to build on and continue the success with this new project in Topsham. Our mission is to build sustainable, attainable homes that our residents love, and that Topsham residents will call home for generations.

We are proposing an approximately 182-unit mixed use multifamily building. The building consists of 4-5 stories and approximately 214,000 square feet. We are expecting to break ground in summer 2025 and complete construction in 2027.

**The existing site:**

The proposed project is located at 4 Union Park Road. The existing 3.82 acre site holds a 3-story office building. The office building will remain, with the proposed housing project replacing the existing surface parking lot. The site is currently zoned Village Center, is part of the Topsham growth area, and designated as Mixed Transitional in the upcoming Topsham ReCode. The site currently allows a density of up to 188 units. The new development will be on the 3 acres of the site closest to Union Park Road - on an existing underutilized surface parking lot.

**The proposed building massing and zoning:**

The proposed building is a 4-5 story, approximately 182-unit, residential building, with one story of underground parking primarily tucked into mounded terrain on the site. Due to the bedrock elevation, and to minimize vehicular circulation on the site, the garage entrance is near Union Park Road. The buried garage slopes downward from the entrance and follows the bedrock to the north through the site. In the northeast area, where the grade of the site slopes downward, there is an added half level of wood frame housing that results in a 5 story Y-shaped wing to the building.

The building will match the setbacks and height guidance of the Village Center District, with a height of 60ft or less from the average grade plane. The proposed project is requesting approval under a Planned Commercial Development. The main building along Union Park Road will be 4 stories of wood frame construction over a one story steel and concrete buried parking structure. The first residential floor along Union Park Road will feature an outdoor front porch and street facing facade that acts as a welcoming streetscape presence to enhance walkability..

The housing project design and massing will be an iteration of The Sandpiper building, with material and roofline changes designed to break up the structure so that it appears as several separate buildings on the site to create a village feel. The main entry and common areas are located at the center of the new housing project providing circulation among the different wings of the building. Common areas will include a gym and potential spa/pool

structure. A covered front entry porte-cochere will provide welcoming and safe wayfinding for visitors and guests. The rooftop will have a 4th story patio on the northwest corner, and may hold mechanical VRF heat pump systems in inconspicuous recessed insets.

The total gross proposed building square footage excluding the garage is approximately 174,748 sf. Including the garage, the total square footage is approximately 214,828sf. There will be approximately 222 parking stalls in the project - we are currently planning 113 garage stalls and 109 surface stalls. Total guided parking is for 182 housing parking stalls (1 per unit) + 61 office parking stalls (1 per 400sf) for a total of 243 stalls. We are planning the parking ratio for the building to be approximately 1.2 when shared parking with the office building is included for overnight available parking, and a ratio of .9 stalls when not included during the day. The current office building sees a peak parking demand of 18-20 cars during the busiest hours. The redevelopment will have approximately 64% impervious area, with new stormwater runoff treatment systems and rain gardens.

**How the building works in the neighborhood context, pedestrian connections & housing:**

The proposed project complements and enlivens Union Park Road, redeveloping an underutilized site at a key nexus for the town with a new mixed-use development creating much needed new housing for the community. The project will combine unique elements and design features to create opportunities for engagement and integration into the surrounding neighborhood.

The project will provide housing in a variety of unit sizes from studios to three bedrooms. The project will be surrounded by natural landscaping trails circling the site. The existing office building will remain an office building, and is anticipated to operate as a separate entity on the parcel. The two separate uses complement each other, and work together to fully utilize the site at all times of the day.

The building mass and materials will be of similar quality to The Sandpiper, but of a contrasting design. The building will have its own unique character and help encourage a diversity of high design standards for the neighborhood. Oversized balconies, engaging outdoor spaces, terraced courtyards, active use common areas, and shared parking will blend the density of uses with the natural surroundings. The existing office building will have a circular one way lane built around it that will facilitate loading and fire access to both the office and housing buildings while minimizing impervious surface area, and freeing up the entry and Union Park frontage for landscaping.

New native vegetation, plantings, and trails will allow for a more resilient environment that benefits both humans and nature while accommodating much greater density. Large existing perimeter trees are planned to be preserved where possible. Bike parking and EV charging stalls are part of the existing design. Our team will work with Efficiency Maine in order to foster the most cost-effective and energy minimizing design for long term building operations.

We share a common goal with the neighborhood and town in that we intend to create a project that is thoughtfully laid out, dynamic, environmentally sustainable, and respectful of both current and future uses. The building will use high quality, long-lasting materials and add to the commercial and residential vibrancy of the Town of Topsham.

We look forward to a thoughtful discussion about this site and the potential benefits of its development. Thank you for your consideration.

Sincerely,

Curt Gunsbury
Dave Holman
Jason Lord

December 19, 2024

Skye Siladi
Director of Planning
Town of Topsham
100 Main Street
Topsham, ME 04086

Dear Director Siladi & Topsham Planning Board:

Please find enclosed a waiver request for our proposed residential development for 4 Union Park Road, Topsham, Maine:

A partnership of Solhem Development, Holman Homes, and Lumen Design & Development are proposing to bring approximately 182 new apartments to Topsham, Maine as an infill project on an existing underutilized site.

We are requesting a waiver from the Planning Board for the **Subdivision pre-application site inventory analysis described in Topsham code section (191-2.2B(3).**

As the project is an infill project on an existing small developed site, with the new building primarily occupying an existing surface lot, the project team is requesting the Subdivision pre-application and associated Site Inventory Analysis be waived as many of the items are not specifically germane to this infill development, and details such as project location, site details, and other items will be covered in detail with our project Sketch Plan application.

Respectfully,

Curt Gunsbury
Dave Holman
Jason Lord

GORRILL PALMER
An LJB Engineering Company

300 Southborough Drive, Suite 200, South Portland, ME 04106
(207) 772-2515 | GorrillPalmer.com

## 4 Union Park Drive – Topsham Maine

### Summary of Existing conditions/utilities

**Natural Resources** – have been mapped by Flycatcher LLC. Includes some onsite wetlands. Impacts expected to qualify for Maine DEP NRPA Tier 1 or 2 permit (<20,000 SF).

**Boundary/Topography** – mapped by Terradyn as shown on the Boundary and Topographic survey plan. Over 20 feet of grade change from south to north. Site is 3.82 acres. Drainage flows from south to north towards offsite wetlands and/or culverted inlets on abutting properties. The site is tributary to an unnamed watercourse discharging to the Androscoggin River. New stormwater management controls will be installed as part of the building project.

**Geotechnical** – depth to ledge mapped by Summit Geoengineering. No specific geotechnical limitations identified except to minimize ledge removal as much as possible.

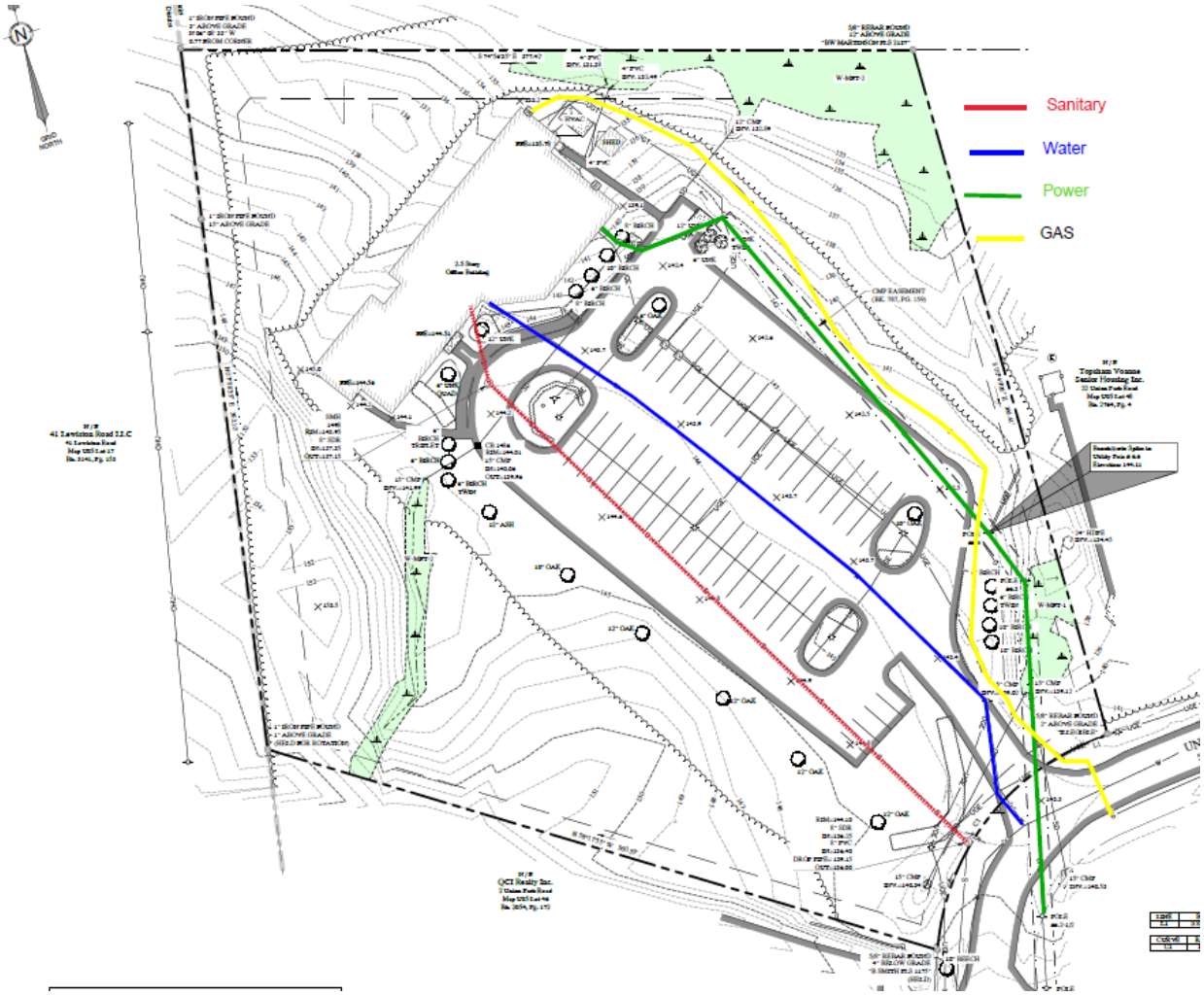
### Utilities

- **Water Supply** – The site is served by an existing 10" water supply main off Union Park Road. There are two onsite fire hydrants and hydrants in Union Park Road. Fire Flow conducted by Topsham and Brunswick Water indicated sufficient water supply. Will require relocation of the existing service line and new Fire/Domestic services for the proposed building.

- **Sanitary sewer** – The existing building is served by an 8" gravity sewer main out to Union Park Road. The existing service will require relocation to make way for the proposed building. A sanitary lift station is contemplated to overcome grades to continue service for the existing building and new service to the proposed building. All interior parking garage floor drains will connect to an Oil-water separator prior to connection to the sewer.

- **Power** – There is an existing 3 phase overhead service to pole mounted transformers serving the existing building. All existing power will need to be relocated and placed underground to serve both the existing building and the proposed building. An Emergency generator is likely and solar opportunities are being explored. The proposed building is expected to be all electric although the team reserves the right for the use of natural gas since gas does extend into the site.

- **Natural gas** – there is an existing gas service into the property that will require relocation to make way for the proposed building. The team is contemplating gas use for the proposed building but has not made a determination at this stage.


Sanitary
Water
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