

## MEMORANDUM

TO: Cape Elizabeth Planning Board  
FROM: Maureen O'Meara, Town Planner  
DATE: February 18, 2025  
SUBJECT: Purpoodock Club seasonal restroom Site Plan Amendment

### Introduction

The Purpoodock Club is requesting a site plan amendment to construct a seasonal restroom located between the 8<sup>th</sup> and 14<sup>th</sup> tees at the golf club located at 300 Spurwink Ave. The Planning Board has scheduled a public hearing this evening. The application will be reviewed for compliance with Sec. 19-9, Site Plan Regulations.

### Procedure

- The Board should begin by having the applicant summarize the project.
- The Board should then open the meeting to public comment on completeness.
- The Board should then make a determination of completeness. If the application is deemed incomplete, Board members should identify the information needed to make the application complete and no substantive discussion or further action by the Planning Board should occur. If the application is deemed complete, substantive discussion may begin.
- The Board should decide if a site walk should be scheduled.
- The Board should open the public hearing advertised for this evening.
- When discussion ends, the Board has the option to approve, approve with conditions, table or deny the application.

### Summary of Completeness

Attached are the completeness checklist and the comments of the Town Engineer. Below is a summary of possible incomplete items:

No items appear incomplete. The applicant has requested waivers from submitting a boundary survey, building setback lines, abutting property owner list and lighting photometric levels at the property line.

### Site Plan Review Standards

Below is a summary of application compliance with the Site Plan standards, Sec. 19-9-5.

1. Utilization of the Site

The applicant is proposing to remove an existing storm shelter structure and discontinue seasonal use of porta potties in the project area and instead build a seasonal restroom with storm shelter refuge. The result is that the proposed improvements are located in an area that is already developed for these uses.

2. Traffic Access and Parking

- a. Adequacy of Road System- The proposed project is an upgrade of services currently provided and no change to traffic volume is expected.
- b. Access into the Site- Existing access points will be used.
- c. Internal Vehicular Circulation-The existing circulation pattern will not be changed by this project
- d. Parking Layout and Design- No change to parking is proposed.

3. Pedestrian Circulation

With construction of the seasonal restroom, a new gravel path will be installed to access the structure from the existing gravel cart path.

4. Stormwater Management

The project will increase impervious surface by 523 sq. ft. Rainfall from the structure will run into a drip edge (LID measure) and then sheet flow into the adjacent vegetated areas.

5. Erosion Control

An erosion control berm will be installed along the eastern edge of the area disturbed by the structure and subsurface wastewater system installation.

6. Utilities

The seasonal restroom will be connected to a seasonal 1.5 inch water line which is connected to a 6" water main that serves the golf course.

A new subsurface wastewater system will be constructed north of the seasonal restroom. Code Enforcement Officer Ben McDougal has reviewed the HHE-200 design form and confirms that a system can be installed in this location, subject to issuance of a plumbing permit.

Electrical service will be extended to the seasonal restroom underground from a pump station located on the north side of the 8<sup>th</sup> hole pond.

Solid waste will be collected inside the seasonal restroom structure and serviced by Purpoodock Club maintenance personnel.

7. Shoreland Relationship

The project is not located in the Shoreland Performance Overlay District.

8. Landscaping and Buffering

No additional landscaping is proposed for the project. Some clearing of existing vegetation will occur to construct the subsurface wastewater system. Existing vegetation on the site will remain post-construction that can provide a buffer of the seasonal restroom structure.

9. Exterior Lighting

A single, 20W LED light fixture will be mounted above the entrance to the seasonal bathroom.

10. Signs

No signage is proposed.

11. Noise

The proposed uses of the structure are not expected to generate noise levels in excess of typical golf course activity.

12. Storage of Materials

No exterior storage of materials is proposed.

13. Technical and Financial Capacity

The applicant has provided a letter from Bangor Savings Bank affirming the applicant has sufficient funds to complete the project as proposed. A list of professionals who will complete the project is also provided.

Motions for the Board to Consider

**A. Motion for Completeness**

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Purpoodock Club for a site plan amendment to construct a seasonal restroom located between the 8<sup>th</sup> and 14<sup>th</sup> tees at the golf club located at 300 Spurwink Ave be deemed (complete/incomplete). A finding of completeness shall include a waiver from providing a boundary survey, building setback lines, a list of abutting property owners, and lighting photometrics.

**B. Motion for Approval**

Findings of Fact

1. The Purpoodock Club is requesting a site plan amendment to construct a seasonal restroom located between the 8<sup>th</sup> and 14<sup>th</sup> tees at the golf club located at 300 Spurwink Ave which requires review under Sec. 19-9, Site Plan Regulations.
2. The Planning Board discussed the project at the January 7, 2025 workshop. The application was deemed complete at the February 18, 2025 meeting, at which time a public hearing was also held.
3. The plan for the development (reflects/does not reflect) the natural capabilities of the site to support development.
4. Access to the development (will/will not) be on roads with adequate capacity to support the traffic generated by the development. Access into and within the site (will/will not) be safe. Parking (will/will not) be provided in accordance with Sec. 19-7-8, Off-Street Parking.
5. The plan (does/does not) provide for a system of pedestrian ways within the development.
6. The plan (does/does not) provide for adequate collection and discharge of stormwater.
7. The development (will/will not) cause soil erosion, based on the erosion plan submitted.
8. The development (will/will not) be provided with an adequate quantity and quality of potable water. The development (will/will not) provide for adequate sewage disposal. The development (will/will not) be provided with access to utilities. The development (will/will not) provide for adequate disposal of solid wastes.

9. The development (will/will not) adversely affect the water quality or shoreline of any adjacent water body.
10. The development (will/will not) have a vegetative buffer throughout and around the site and screening as needed.
11. The development (will/will not) provide for adequate exterior lighting without excessive illumination.
12. Signs (will/will not) exceed the requirements of the Sign Ordinance.
13. The development (will/will not) substantially increase noise levels and cause human discomfort.
14. No storage of exterior materials on the site are proposed.
15. The applicant (has/has not) demonstrated adequate technical and financial capability to complete the project.
16. The application substantially complies with Sec. 19-9, Site Plan Regulations.

THEREFORE BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Purpoodock Club for a site plan amendment to construct a seasonal restroom located between the 8<sup>th</sup> and 14<sup>th</sup> tees at the golf club located at 300 Spurwink Ave be approved, subject to the following condition:

1. That the plans be revised to address the comments of the Town Engineer in his letter dated February 10, 2025.

**Site Plan Review Submission Checklist**  
**[Section 19-9-4(c)]**

Date: February 18, 2025

Project: Purpoodock Club seasonal restroom

Applicant: Purpoodock Club, 300 Spurwink Ave

- |            |    |  |
|------------|----|--|
| <u>Y</u>   | a. | Evidence of right, title, and interest in the property |
| <u>Y</u>   | b. | Written description                                    |
| <u>Y</u>   | c. | Name of project/applicant                              |
| <u>W</u>   | d. | Survey   |
| <u>Y</u>   | e. | Existing conditions                                    |
| <u>Y</u>   | f. | Topography   |
| <u>Y</u>   | g. | Buildings  |
| <u>N/A</u> | h. | Traffic, access and parking                            |
| <u>Y</u>   | i. | Stormwater   |
| <u>Y</u>   | j. | Erosion control  |
| <u>Y</u>   | k. | Utilities  |
| <u>N/A</u> | l. | Landscaping  |
| <u>W</u>   | m. | Lighting   |
| <u>N/A</u> | n. | Signs  |
| <u>N/A</u> | o. | Noise  |
| <u>N/A</u> | p. | Exterior storage                                       |
| <u>Y</u>   | q. | Financial and Technical Capability                     |

Y            Yes, complete  
N            No, not complete  
W            Waiver  
P            Partially complete