



## *Town of Wells, Maine Code Enforcement Office*

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January 12, 2018

Memorandum For: Town of Wells, Planning Board (reference: Public Safety Facility)

Subject: Chapter 145 Land Use section 145-39, Off Street Parking

Per the request of the Planning Department and in accordance with Chapter 145-39D(1) Parking requirements for a Public Safety Facility (Fire/Police) are not listed.

The existing Public Safety Facility consists of approximately 8,500sf of habitable space (I did not include fire bay) and has a total of 47 parking spaces; 2 spaces are designated Handicap parking.

The proposed structure has approximately 32,000sf of habitable space (I did not include fire bay and sally port areas). The proposed site plan has a total of 49 parking spaces; 1 space designated as Handicap parking. A breakdown of the parking areas on the plan are: 5 spaces public parking, 28 spaces in a secure parking area for police/fire, 6 spaces for fire, and a note on the plan for 10 additional spaces. A concern is that the additional parking spaces proposed block the fire bay doors and cut off the 6 parking spaces that will be provided for the fire department.

There are no parking calculations on the plan set I was provided. In determining the parking calculations for the public safety facility I did a random search of twenty-four Land Use Ordinance's in Maine and around the country for off-street parking; regarding public safety facilities. The average of the research and best practice for the Town of Wells I feel was to use 1 space per/400sf of habitable space. Many communities in the research also include a plus 1 space for each fire/police apparatus which I feel is not relevant for this site; the proposed plan has parking for police and fire apparatuses, in the fire bay and sally port areas, as well as four motorcycle spaces.

$32,000\text{sf}/400\text{sf} = 80$  parking spaces required. At a minimum 3 of the 80 spaces should be marked for Handicapped parking. This would mean that the site would have inadequate parking and would need an additional 31 spaces.

The site does not have enough area to accommodate much more than an additional 5 spaces without exceeding lot coverage. And the majority of the parking spaces are located in a fenced in secure area. A suggestion is and in accordance with 145-39E is to acquire off-site parking in one or two of the following locations:

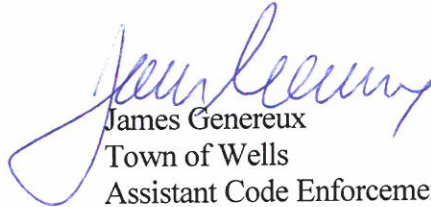
1. Currently the abutting lot (IGA) Tax map 129 Lot 018, this lot is in the GB district, has a paved area 13,160sf with 28 parking spaces; 1 of the 28 spaces is designated as Handicap parking. If

the Town can broker an agreement for use then the Handicap parking space should be relocated closer to the public safety facility or designate an additional space.

2. Currently the Town owns a vacant lot on Main Street Tax map 135 Lot 042-EXE, this lot is in the RA district. This lot is not paved and is 14,500sf. If the Town uses this space as additional parking it could be maintained as "grass" parking which could accommodate up to an additional 28-30 parking spaces. The lot should meet 145-38A Landscaping/Buffers: "Parking lots, outdoor business storage areas and outdoor business uses shall be visually screened from adjacent residential lots. Said visual screening shall consist of a continuous border of shrubbery at least six feet in height and/or solid fencing six feet in height."

The Code Office recommendation is based on the difference in square footage of the existing and proposed facilities in which the proposed facility is 73% larger than the existing facility. Obtaining off-site parking at either or both of the above mentioned sites would assist and accommodate the proposed facility for all future growth, and operations for all shift changes, volunteers, special events, disaster response, full mobilization of all personnel and a fully functioning EOC, as well as the additional spaces for training and conference rooms.

If you have any questions regarding this matter please contact the undersigned.

  
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Assistant Code Enforcement Officer