



Town of Casco

Selectboard Regular Meeting Agenda

October 07, 2025 at 6:00 PM

Casco Community Center

Regular Meeting

1. Review and approval of the meeting agenda
2. Approval of bills and signing and approval of all open warrants
3. Approval of Minutes: September 16, 2025
4. Public Participation for non-Agenda items
5. Manager's Update

On-going Business

6. The Selectboard will discuss Library's contract zoning process update.
7. The Selectboard will discuss future planning options.
8. The Selectboard will consider a Easement for Thompson Lake boat ramp

New Business

9. The Selectboard will discuss Open Space activities with the Open Space Commission chair.
10. The Selectboard will consider bids for Pleasant Lake Beach project.
11. The Selectboard will discuss a rebranding proposal.
12. The Selectboard will consider appointments to the Comprehensive Plan Implementation Committee.
13. The Selectboard will consider an RFP for Planning Services
14. The Selectboard will consider appointing Carolyn Drew as a full member of the Planning Board instead of her current alternate position on the Planning Board.
15. Selectboard Comments
16. Adjournment

Reminders to the Attending Public: Selectboard meetings are open to the public, but the public may not speak unless recognized by the Board Chair or Vice Chair in their absence. Except during a public hearing, comment time is limited to 2 minutes per speaker during public participation or on agenda items. Matters related to personnel will not be heard.

Future meeting dates (subject to change)

Month DD, YYYYT at HH:MM PM Meeting Name

October 15, 2025 @ 6:00 PM Safe Streets Committee

October 15, 2025 @ 6:00 PM Water Quality Ad Hoc Committee Meeting

October 19, 2025 @ 10:00 am Open Space Jugtown Community walk

October 20, 2025 @ 6:00 PM Open Space Commission

October 21, 2025 @ 6:00 PM Selectboard Regular meeting



Town of Casco

Selectboard Regular Meeting Minutes

September 16, 2025 at 6:00 PM

Casco Community Center

Regular Meeting

PRESENT

Scott Avery
Eugene Connolly
Robert MacDonald
Mary Fernandes
Grant Plummer

1. Review and approval of the meeting agenda

The Selectboard moved and seconded to approve the meeting agenda.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

2. Approval of bills and signing and approval of all open warrants

The Selectboard moved and seconded to approve all bills and signing of all open warrants.

Motion made by Connolly, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

3. Approval of Minutes: September 2, 2025

The Selectboard moved and seconded to accept the minutes from the September 2, 2025 meeting as presented.

Motion made by Connolly, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

4. Public Participation for non-Agenda items

Tom McCarthy spoke regarding the walk of the Berry property.

Courtney Walsh introduced herself as the individual who will be doing the branding for the town. Courtney also encouraged people to attend a Safe Streets Committee meeting mentioning there is a dangerous intersection of Mayberry Hill and Heath Road. She also inquired if there was a policy regarding all the various signs in town.

5. Manager's Update

- A. The storage room above the Casco Post Office at the Casco Community Center has been in disrepair for some time and is continuing to deteriorate, creating potential safety concern.

Staff will be working with an engineer to inspect the area, determine the root cause of the damage, and identify the necessary repairs. The findings will be incorporated into the budget process to ensure that the repairs needed are properly addressed.

- B. The Town Employee Safety Committee has held its first quarterly meeting as part of the Workers' Compensation Safety Incentive Program. The committee will focus on facility inspections, reviewing workplace incidents, ensuring compliance with safety policies, and leading a wellness program to support Town employees.
- C. The Town recently held a community forum on the Greater Portland Council of Governments' Capital Improvement Survey, facilitated by GPCOG's Tony Planet. About 17 residents attended and shared their perspectives. To encourage broader participation, a virtual community forum will be held via Zoom on **September 18, 2025, from 6:30 to 8:00 p.m.** at <https://us02web.zoom.us/j/87398919973>.

Details are also posted on the Town's website, Facebook page, and digital sign.

- D. Town staff recently met with Owens McCullough of Sebago Fiber to conduct a preliminary inspection of the sand/salt shed. Initial access was limited due to debris and building constraints, but Public Works staff cleared the area, moved sand, and removed panels to allow a more thorough review. Sebago Technics will return soon to complete the inspection and provide guidance on the shed's condition, potential improvements, and whether the existing structure could continue to serve as a storage facility.

Old Business

- 6. The Selectboard will discuss future planning options.

The Selectboard moved and seconded to authorize the Town Manager to put out an RFP for Planning Services.

Motion made by Avery, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

- 7. The Selectboard will discuss the Foreclosed Property Policy.

The Selectboard moved and seconded to approve the modified Foreclosed Property Policy as presented.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

- 8. The Selectboard will discuss the schedule of the zoning work group.

Discussion only. No action was taken.

New Business

- 9. The Selectboard will receive updates from the Code Enforcement Office

Discussion only. No action was taken.

- 10. The Selectboard will discuss a letter of support for Loon Echo.

The Selectboard moved and seconded to sign a letter of support of Loon Echo's grant application with the State of Maine.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

11. The Selectboard will discuss Open Space activities with the Open Space Commission chair.

This item was tabled.

12. The Selectboard will consider designated Municipal Official representing the Town of Casco for Maine Municipal Association's Annual meeting.

The Selectboard moved and seconded to authorize the Town Manager to be the voting representative for the Town of Casco at the Maine Municipal Association's Annual meeting.

Motion made by MacDonald, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

13. Selectboard Comments

Eugene Connolly stated it may be time to try again to get a contracted deputy.

Scott Avery agreed with Gene and also wanted to know if it would be feasible to put up permanent electronic speed signs.

Mary Fernandes thanked everyone who came out for the walk of the Berry Property.

Robert MacDonald expressed his excitement about all the work being done in town.

Grant Plummer agreed with Bob, there are positive things happening in town. He encouraged everyone to get involved and support your community.

Executive Session

14. Executive Session pursuant to 1 M.R.S.A.405(6)(E) Consultation with legal counsel.

The Selectboard moved and seconded to enter Executive Session pursuant to 1 M.R.S.A.405(6)(E) Consultation with legal counsel at 7:07pm

Motion made by MacDonald, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

The Selectboard moved and seconded to exit Executive Session legal counsel at 7:24pm

Motion made by Connolly, Seconded by Plummer.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

15. Adjournment

The Selectboard moved and seconded to adjourn at 7:25pm.

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

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Future meeting dates (subject to change)

September 17 @ 6:00 PM Quaker Ridge Community forum

September 17, 2025 @ 6:00 PM Water Quality Committee

September 22, 2025 @ 6:30 PM Planning Board Regular Meeting

September 25,, 2025 @ 6:00 PM Casco Naples Transfer Station Council

September 25, 2025 @ 6:30 PM Comprehensive Plan Implementation Committee

October 7, 2025 @ 6:00 PM Selectboard Regular Meeting



**Manager's Memorandum
Selectboard Meeting
October 7, 2025**

Item 5.#

To: Selectboard
From: Tony Ward, Town Manager
Date: 10-02-2025
Re: Selectboard meeting 10-07-2025

Below are notes for agenda items for October 7, 2025 meeting

5. Managers' Update

- A. At the October 21st Selectboard meeting, Town staff will facilitate a discussion regarding the short-term use of Town facilities, with a focus on the Fire Department and Public Works buildings. Staff will present recommendations they believe will benefit both departments and the Town.
- B. I am attending the Maine Municipal Association Annual Conference from October 7 through October 9th in Bangor.
- C. Sebago Technics recently returned and completed the inspection of the sand/salt shed. We anticipate receiving the report in the near future and expect the findings to be more favorable than initially believed.

On-Going Business

6. The Selectboard will discuss Library's contract zoning process update.

Representatives from the Casco Public Library will be present at the Selectboard meeting to provide updates on the Contract Zoning Agreement (CZA) application.

Town staff recommend that the Selectboard discuss realistic timelines for a Town Meeting vote on both the CZA and an Easement Agreement between the Library and the Town. Legal counsel recommends including both items on the same Town Meeting warrant, and staff suggest targeting the June 2026 Town Meeting due to the time required for the Contract Zoning approval process.

7. The Selectboard will discuss future planning options.

The Town is hiring Doug Webster to provide temporary, part-time planning services to assist the Planning Board. Mr. Webster has agreed to provide these services during the Town's transition period to support ongoing Planning Board functions.

The Town will be contracting separately for zoning-related work. Long-term discussions regarding planning services should be addressed during the budgetary process.

8. The Selectboard will consider an Easement for Thompson Lake boat ramp.

Included in the Selectboard packet is a proposed Public Access Easement between Robbey Ventures, LLC (f/k/a Brolaw Ventures, LLC) and the Town of Casco for the Thompson Lake boat ramp located on Heath Road (Map 49, Lot 23).

Under the agreement, the Town is granted public, perpetual, non-exclusive rights to access the boat ramp, gravel ramp, and dock, including the ability to expand the ramp horizontally, maintain the structures, and trim vegetation as necessary to ensure public access. The easement allows the public to access Thompson Lake for launching and removing watercraft.

The agreement includes provisions for maintenance responsibilities, restoration of disturbed areas, and indemnification of the Robbey Ventures, while reserving to the Grantor all uses consistent with public access. The easement runs with the land and is binding on successors and assigns.

Next Steps: This easement must later be approved by voters at a Town Meeting, with staff anticipating it will be included on the January 2026 Special Town Meeting warrant.

New Business

9. The Selectboard will discuss Open Space activities with the Open Space Commission chair.

As discussed at the Selectboard's September 2nd meeting, the Board is beginning a new process of receiving short monthly updates (about 10 minutes) from Town boards and committees on a rotating basis.

The first update will come from the Open Space Commission, presented by Sam Brown.

The draft schedule for upcoming updates is:

- Safe Streets Committee – October 21
- Comprehensive Plan Implementation Committee – November 18
- Water Quality Committee – December 16
- Berry Property Work Group – January 20

This new process is intended to keep the Selectboard, and community better informed about the work of Town committees and to highlight ongoing projects and priorities.

10. The Selectboard will consider bids for Pleasant Lake Beach project.

The Maine Department of Environmental Protection (DEP) has recently approved the Town's minor modification request for the proposed Pleasant Lake Beach project, located at 18 Mayberry Hill Road adjacent to Pleasant Lake. The project is designed to address ongoing soil erosion issues and improve the recreational area for public use.

Key components of the project include:

- **Regrading:** Approximately 1,750 square feet of the site will be regraded to create a shallower slope, reducing erosion and improving usability. The high-intensity beach area will be treated with 4 inches of loam and grass sod.
- **Retaining Wall:** A 56-foot-long precast concrete retaining wall will be installed to stabilize the adjacent sidewalk and roadway.
- **Vegetation and Footpath:** Grass sod will be planted on regraded slopes, and a 4-foot-wide footpath with infiltration steps/terraces will be constructed to manage foot traffic and minimize erosion.
- **ADA Ramp:** An Americans with Disabilities Act (ADA) compliant ramp will be added to provide accessible beach access.
- **Erosion Control:** Measures such as silt fencing, mulching, and sod placement will be implemented to prevent sediment runoff during and after construction.

The project aims to stabilize the shoreline, improve stormwater management, and enhance the usability of the public beach while preserving its recreational value. The complete application, plans, and modification request are included in the Selectboard packet.

Town staff is in the process of obtaining three bids for the project described above. We hope to provide the Selectboard with these bids prior to the meeting. Unfortunately, urgency is required for the completion of the project as presented to the Maine DEP.

11. The Selectboard will discuss a rebranding proposal.

A municipal rebranding effort is undertaken to create a clearer, more unified identity that reflects the community's character, values, and aspirations. Over time, towns can outgrow outdated logos, messaging, or imagery that no longer represent who they are today or where they are heading. Rebranding helps strengthen civic pride, improve communication with residents, and present a more welcoming image to visitors, potential businesses, and future residents. It also allows the municipality to stand out from surrounding communities and support economic development by highlighting its unique strengths and vision for the future.

Casco resident Courtney Walsh has submitted a comprehensive proposal for the development of a branding and visual identity system for the Town of Casco. The project emphasizes community engagement, local pride, and the creation of a modern, cohesive identity that reflects Casco's unique story, values, and personality.

The proposal outlines five project phases: Discovery & Strategy, Visual Identity Development, Brand Guidelines & Toolkit, Collateral & Environmental Design, and Launch & Community Engagement. The process is expected to take 6–7 months, with each phase lasting 4–8 weeks.

The estimated professional value of the project is \$44,000, with a proposed Town contribution of \$12,000. The balance would be provided through an in-kind creative donation from the designer, underscoring both community connection and commitment to the project's success.

12. The Selectboard will consider appointments to the Comprehensive Plan Implementation Committee.

The Town currently has multiple vacancies on the Comprehensive Plan Implementation Committee. The Town has received requests for appointments from Joseph Armenti, Jr. Wyatt Pettit, and Doug Webster. Mr. Armenti will be present at the upcoming Selectboard meeting to discuss his interest in serving. Mr. Pettit is unable to attend due to a prior commitment but will be available to meet with the Selectboard at its October 21st meeting. In addition, Doug Webster has expressed interest in serving on the Committee; however, his temporary assignment as Town Planner may create a conflict of interest. Staff recommend considering Mr. Webster's appointment once his temporary assignment is completed.

13. The Selectboard will consider an RFP for Planning Services.

Included in the Selectboard packet are two Request for Proposals (RFPs) for professional planning services. Town staff are seeking guidance from the Selectboard on whether to issue the RFP for all P1 areas designated in the Casco Comprehensive Plan or only Casco Village.

Synopsis of the RFP:

Scope of Services

The selected consultant will provide professional planning services, including:

1. **Zoning Ordinance Rewrite** – Review existing zoning provisions and recommend updates for Casco Village, South Casco Village, and Webbs Mills or just Casco Village; draft amendments in collaboration with Town staff, the Selectboard, and the designated Town work group; ensure compliance with Maine statutes and consistency with the Comprehensive Plan.
2. **Community Engagement** – Facilitate at least one public meeting in each village; present drafts and revisions, gather feedback, and incorporate input into the final ordinance; facilitate a town-wide community forum once the final draft is complete.
3. **Collaboration with Town Leadership** – Work directly with Town staff, the Selectboard, and the Town work group; provide written and verbal updates at key milestones.

4. **Final Deliverables** – Proposed zoning ordinance changes ready for review and adoption; supporting documentation including public engagement summaries, technical memos, and a final report.

Project Timeline

The Town anticipates the project will be completed within six to eight months from the contract award, with key milestones including kickoff, preliminary concept development, community forums, draft amendments, Selectboard review, and final adoption support.

Objectives of the Zoning Rewrite

- **Consistency with the Comprehensive Plan** – Align zoning with P1 area goals and strengthen village centers.
- **Preservation of Village Character** – Protect historic structures, streetscapes, and neighborhood-scale development.
- **Encouragement of Mixed-Use Development** – Support compatible residential, retail, service, and civic uses.
- **Housing Opportunities** – Enable diverse housing, including multifamily, accessory units, and senior housing.
- **Economic Development & Tourism** – Support locally owned businesses and balance growth with community character.
- **Transportation & Accessibility** – Improve pedestrian and bicycle access; enhance roadway safety and circulation.
- **Environmental Protection & Sustainability** – Protect lakes, wetlands, and open spaces; encourage low-impact design.
- **Community Engagement** – Ensure broad public input and maintain transparency throughout the rezoning process.

Staff seek Selectboard guidance on the preferred scope for issuing the RFP.

14. The Selectboard will consider appointing Carolyn Drew as a full member of the Planning Board instead of her current alternate position on the Planning Board.

Town staff request that the Selectboard consider appointing Carolyn Drew as a full member of the Planning Board, moving from her current alternate position. This appointment would fill the vacancy created by the resignation of Pete Watkins and would run through June 30, 2028. If approved, staff will post the alternate Planning Board vacancy, which also expires on June 30, 2028.

PUBLIC ACCESS EASEMENT

ROBEY VENTURES, LLC f/k/a BROLAW VENTURES, LLC, a Maine limited liability company with a mailing address of 40 Gunstock Road, Scarborough, Maine 04074 (the “Grantor”), hereby grants to the **INHABITANTS OF THE TOWN OF CASCO**, a municipal corporation organized and existing under the laws of the State of Maine, with a mailing address of 635 Meadow Road, Casco, Maine 04015 (the “Grantee”), certain public, perpetual, and non-exclusive rights and easements to enter with persons, vehicles and equipment upon certain portions of the Grantor’s property, which property is identified on the Town of Casco Assessor’s Map 49 as Lot 23, being more particularly described in a deed from John R. Littlefield and Littlefield Enterprises, LLC to Grantor dated February 3, 2011 and recorded in the York County Registry of Deeds in Book 28500, Page 54 (the “Grantor’s Land”). Specifically:

Such portions of Grantor’s Land being depicted as the gravel ramp, concrete boat ramp, and the dock immediately adjacent thereto on **Exhibit A** attached hereto and incorporated herein (hereinafter, the “Easement Area”), for the public to pass, repass, and temporarily remain for the purposes of accessing Thompson Lake with watercraft and removal of watercraft from said Thompson Lake.

The rights granted to Grantee herein shall further include the right to expand the size of the above-describe boat ramp *horizontally*, but not to include the right to expand the length of said boat ramp, upon reasonable written notice to and confirmation from Grantor, which shall not be unreasonably withheld.

The rights granted to Grantee herein shall further include the right of the public to pass, repass, and remain on and over the Grantor’s Land in order to access the Easement Area to the extent reasonably necessary in connection with the exercise of the rights granted to Grantee herein.

The rights granted to Grantee herein shall further include the right to cut down, eliminate, modify or trim trees, vegetation or roots within the Easement Areas to the extent they may, in the judgment of Grantee, interfere with Grantee’s exercise of the rights granted herein. Grantee shall make reasonable efforts to notify Grantor in advance of the exercise of the rights set forth in this paragraph.

Grantee shall be solely responsible for the maintenance, repair and replacement of the gravel ramp, concrete ramp, and dock within the Easement Area, except as otherwise provided by law, ordinance, or regulation.

Reserving to Grantor, and its successors and assigns, the use and enjoyment of the Easement Area for all purposes not inconsistent with, and not materially interfering with, the uses thereof by Grantee for the purposes herein described, provided, however, that Grantor shall not construct or maintain any buildings, fences, walls, stonework, utilities, equipment, structures or other improvements within the Easement Area without the prior written consent of Grantee.

Grantee shall, following the completion of any work within the Easement Areas that disturbs the surface of the land, restore the same to substantially the condition existing prior to the undertaking of such work.

The rights and easements granted herein, and the terms and conditions hereof, shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors and assigns, and this Easement and the terms hereof shall run with Grantor's Land.

Grantee, its successors and assigns, agree to indemnify and hold harmless Grantor, its successors and assigns, from and against any and all damages, liabilities, losses, expenses, claims and suits (including the cost of defending the same or enforcing this indemnity or Public Access Easement, including reasonable attorneys' fees) incurred or suffered in consequence of either bodily injury to any person (including death) or damage to any property arising out of, or in connection with, the Public Access Easement granted to Grantee, its successors and assigns, or the exercise by Grantee, its successors and assigns, of the rights granted by this Public Access Easement or the breach or violation of the terms hereof by Grantee.

Nothing in this Public Access Easement shall not be interpreted to waive or otherwise limit the immunity or limitations of liability available to the Grantee under the Maine Tort Claims Act, 14 M.R.S. § 8101, et seq., under 14 M.R.S. § 159-A, or as otherwise available by law.

{Signature page follows}

IN WITNESS WHEREOF, this instrument has been executed in the name of Robey Ventures, LLC f/k/a Brolaw Ventures, LLC as of the ____ day of _____, 2025.

ROBEY VENTURES, LLC f/k/a BROLAW VENTURES, LLC

Witness

By:
Its:

STATE OF MAINE
COUNTY OF _____, SS. _____, 2025

Personally appeared the above-named _____, in their capacity as _____ of Robey Ventures, LLC f/k/a Brolaw Ventures, LLC and acknowledged the foregoing instrument to be their free act in said capacity and the free act and deed of said Robey Ventures, LLC.

Before me,

Notary Public/Maine Attorney-at-Law
Print name:_____
My commission expires:_____

JUGTOWN FOREST

COMMUNITY WALK

Casco
Open Space
Commission

X

Hancock
Land
Company

Enjoy a guided walk to explore this local trail system, learn how a working forest is managed for both timber and recreation, and enjoy a fall stroll through one of Casco's most treasured landscapes.

SUNDAY
OCT 19
10AM-12PM

WHAT TO EXPECT

- Welcome & history of Jugtown Forest
- Talk by **District Forester Shane Duigan** on forest management
- Guided walk with shorter & longer route options
- Learn about recreation uses: walking, snowmobiles, ATVs, hunting, and more
- Light refreshments will be available

LOCATION

We will start at the small parking area at the foot of Edes Falls Road entered from Meadow Road in Casco Village

FOR MORE INFORMATION:

<https://www.hancocklumber.com/land-mills/jugtown-forest/>



SAVE THE DATE!

A COMMUNITY WORKSHOP & PIZZA PARTY FOR CASCO'S OPEN SPACE PLAN

THURSDAY, NOVEMBER 6TH AT 5-7 PM
AT THE CROOKED RIVER
ELEMENTARY SCHOOL GYM

↑
**DROP IN
ANYTIME!**

Join the Casco Open Space Commission for a fun evening with an open house style format to shape the future of Casco's forests, lakes, trails, and natural areas! Learn about the new Open Space Plan, share your ideas for places to protect, and explore opportunities for trails, recreation, and conservation.

FREE PIZZA, DRINKS, AND GAMES!

Interactive activities for all ages!

Opportunities to provide your input which will help guide Casco's future!



SCAN ME
FOR MORE
INFO ABOUT
THE OPEN
SPACE PLAN



For more information, please visit:
<https://tinyurl.com/casco-open-space-plan>

PHOTO CREDIT: CORDOVA SYMANSKI



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
17 STATE HOUSE STATION AUGUSTA, MAINE 04333-0017

Item 10.#

DEPARTMENT ORDER

IN THE MATTER OF

TOWN OF CASCO	) NATURAL RESOURCES PROTECTION ACT
Casco, Cumberland County	) ADJACENT ACTIVITY
HANDICAP ACCESS RAMP	) MINOR REVISION
L-29588-0002 (approval)	) FINDINGS OF FACT AND ORDER

Pursuant to the provisions of 38 M.R.S. §§ 480-A–480-KK and Chapters 310 and 315 of Department rules, the Department of Environmental Protection (Department) has considered the application of the TOWN OF CASCO (applicant) with the supportive data, agency review comments, and other related materials on file and FINDS THE FOLLOWING FACTS:

1. PROJECT DESCRIPTION:

A. History: In Department Order #L-29588-2F-A-N, dated May 12, 2022, the Department approved regrading, soil stabilization, and other improvements on a narrow parcel of land between the Mayberry Hill Road and Pleasant Lake used as a town recreation site for many years. The project included construction of a 56-foot-long retaining wall along the Mayberry Hill Road fence line at the upland edge of the newly regraded slope.

B. Summary: In order to provide handicap access to the beach area, the applicant now proposes to construct a 57-foot-long ramp system including two sloped sections and three landings immediately adjacent and parallel to the previously approved retaining wall. All the components will be three feet wide except for the lowest landing which will be five feet wide. This change will increase the direct impact to the area within 75 feet of Pleasant Lake by 181 square feet. The area beneath the ramp will be planted with grass sod over loam; any areas of exposed soil that are not successfully revegetated will be treated with a two-inch application of mulch. The proposed project is shown on a set of plans, the first of which is titled “Town of Casco, Town Beach Improvement, Overview Plan,” prepared by Archipelago, and dated December 11, 2024.

C. Current use of Site: The ramp will be constructed immediately adjacent to the retaining wall, and will be approximately 25 feet from the normal high water line of Pleasant Lake. The project site is developed as a town recreation area that includes a boat ramp, a picnic area, and a vegetated area used as a town beach. The parcel is identified as Lot 28 on Map 43 of the Town of Casco’s tax maps.

2. FINDING:

The ramp will be located immediately adjacent to the retaining wall and approximately 25 feet from the normal high water line of Pleasant Lake. The proposed change is a

minor change and will not significantly affect any issues identified during previous Department reviews of the project site.

Based on its review of the application, the Department finds the requested minor revision to be in accordance with all relevant Departmental standards. All other findings of fact, conclusions and conditions remain as approved in Department Order #L-29588-2F-A-N.

BASED on the above findings of fact, and subject to the conditions listed below, the Department makes the following conclusions pursuant to 38 M.R.S. §§ 480-A–480-KK and Section 401 of the Clean Water Act:

- A. The proposed activity will not unreasonably interfere with existing scenic, aesthetic, recreational, or navigational uses.
- B. The proposed activity will not cause unreasonable erosion of soil or sediment.
- C. The proposed activity will not unreasonably inhibit the natural transfer of soil from the terrestrial to the marine or freshwater environment.
- D. The proposed activity will not unreasonably harm any significant wildlife habitat, freshwater wetland plant habitat, threatened or endangered plant habitat, aquatic or adjacent upland habitat, travel corridor, freshwater, estuarine, or marine fisheries or other aquatic life.
- E. The proposed activity will not unreasonably interfere with the natural flow of any surface or subsurface waters.
- F. The proposed activity will not violate any state water quality law including those governing the classifications of the State's waters.
- G. The proposed activity will not unreasonably cause or increase the flooding of the alteration area or adjacent properties.
- H. The proposed activity is not on or adjacent to a sand dune.
- I. The proposed activity is not on an outstanding river segment as noted in 38 M.R.S. § 480-P.

THEREFORE, the Department APPROVES the above noted application of the TOWN OF CASCO to construct a ramp system to provide handicap access to the public beach adjacent to Pleasant Lake as described in Finding 1, SUBJECT TO THE ATTACHED CONDITIONS, and all applicable standards and regulations:

1. The Standard Conditions of Approval, a copy attached.

2. In addition to any specific erosion control measures described in this or previous orders, the applicant shall take all necessary actions to ensure that its activities or those of its agents do not result in noticeable erosion of soils or fugitive dust emissions on the site during the construction and operation of the project covered by this approval.
3. Severability. The invalidity or unenforceability of any provision, or part thereof, of this License shall not affect the remainder of the provision or any other provisions. This License shall be construed and enforced in all respects as if such invalid or unenforceable provision or part thereof had been omitted.
4. All other Findings of Fact, Conclusions, and Conditions remain as approved in Department Order #L-29588-2F-A-N and are incorporated herein.

THIS APPROVAL DOES NOT CONSTITUTE OR SUBSTITUTE FOR ANY OTHER REQUIRED STATE, FEDERAL OR LOCAL APPROVALS NOR DOES IT VERIFY COMPLIANCE WITH ANY APPLICABLE SHORELAND ZONING ORDINANCES.

DONE AND DATED IN AUGUSTA, MAINE, THIS 16TH DAY OF SEPTEMBER, 2025.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

BY: _____



For: Melanie Loyzim, Commissioner

PLEASE NOTE ATTACHED SHEET FOR GUIDANCE ON APPEAL PROCEDURES.

RJ/L29588-0002/HQ9-TBX4-AX3H1



Natural Resources Protection Act (NRPA) Standard Conditions

THE FOLLOWING STANDARD CONDITIONS SHALL APPLY TO ALL PERMITS GRANTED UNDER THE NATURAL RESOURCES PROTECTION ACT, 38 M.R.S.A. § 480-A ET SEQ., UNLESS OTHERWISE SPECIFICALLY STATED IN THE PERMIT.

- A. Approval of Variations From Plans. The granting of this permit is dependent upon and limited to the proposals and plans contained in the application and supporting documents submitted and affirmed to by the applicant. Any variation from these plans, proposals, and supporting documents is subject to review and approval prior to implementation.
- B. Compliance With All Applicable Laws. The applicant shall secure and comply with all applicable federal, state, and local licenses, permits, authorizations, conditions, agreements, and orders prior to or during construction and operation, as appropriate.
- C. Erosion Control. The applicant shall take all necessary measures to ensure that his activities or those of his agents do not result in measurable erosion of soils on the site during the construction and operation of the project covered by this Approval.
- D. Compliance With Conditions. Should the project be found, at any time, not to be in compliance with any of the Conditions of this Approval, or should the applicant construct or operate this development in any way other the specified in the Application or Supporting Documents, as modified by the Conditions of this Approval, then the terms of this Approval shall be considered to have been violated.
- E. Time frame for approvals. If construction or operation of the activity is not begun within four years, this permit shall lapse and the applicant shall reapply to the Board for a new permit. The applicant may not begin construction or operation of the activity until a new permit is granted. Reapplications for permits may include information submitted in the initial application by reference. This approval, if construction is begun within the four-year time frame, is valid for seven years. If construction is not completed within the seven-year time frame, the applicant must reapply for, and receive, approval prior to continuing construction.
- F. No Construction Equipment Below High Water. No construction equipment used in the undertaking of an approved activity is allowed below the mean high water line unless otherwise specified by this permit.
- G. Permit Included In Contract Bids. A copy of this permit must be included in or attached to all contract bid specifications for the approved activity.
- H. Permit Shown To Contractor. Work done by a contractor pursuant to this permit shall not begin before the contractor has been shown by the applicant a copy of this permit.



DEP INFORMATION SHEET

Appeals to the Board of Environmental Protection

Date: November 2024 Contact: Clerk.BEP@maine.gov or (207) 314-1458

SUMMARY

This document provides information regarding a person's rights and obligations in filing an administrative or judicial appeal of: (1) a final license decision made by the Commissioner of the Department of Environmental Protection ("DEP"); or (2) an insurance claim-related decision ("Clean-up and Response Fund decision") made by the Commissioner or the Office of State Fire Marshal pursuant to [38 M.R.S. § 568-A](#).

Except as explained below, there are two methods available to an aggrieved person seeking to appeal a license decision made by the Commissioner or a Clean-up and Response Fund decision: (1) an administrative appeal before the Board of Environmental Protection ("Board"); or (2) a judicial appeal before Maine's Superior Court. An aggrieved person seeking review of a license decision or Clean-up and Response Fund decision made by the Board may seek judicial review in Maine's Superior Court.

An appeal of a license decision made by the DEP Commissioner or the Board regarding an application for an expedited wind energy development ([35-A M.R.S. § 3451\(4\)](#)), a general permit for an offshore wind energy demonstration project ([38 M.R.S. § 480-HH\(1\)](#)), or a general permit for a tidal energy demonstration project ([38 M.R.S. § 636-A](#)) must be taken to the Supreme Judicial Court sitting as the Law Court.

I. ADMINISTRATIVE APPEALS TO THE BOARD

LEGAL REFERENCES

A person filing an appeal with the Board should review the applicable rules and statutes, including the DEP's Chapter 2 rule, [Processing of Applications and Other Administrative Matters \(06-096 C.M.R. ch. 2\)](#); Organization and Powers, [38 M.R.S. §§ 341-D\(4\)](#) and [346](#); and the Maine Administrative Procedure Act, 5 M.R.S. § [11001](#).

DEADLINE TO SUBMIT AN APPEAL TO THE BOARD

Within 30 calendar days of the date of: (1) a final license decision of the Commissioner; or (2) a Clean-up and Response Fund decision, an aggrieved person may appeal to the Board for review of that decision. "Aggrieved person" means any person whom the Board determines may suffer a particularized injury as a result of a Commissioner's license decision or a Clean-up and Response Fund decision. A complete appeal must be received by the Board no later than 5:00 p.m. on the 30th calendar day of the decision being appealed. With limited exception, untimely appeals will be dismissed.

HOW TO SUBMIT AN APPEAL TO THE BOARD

An appeal to the Board may be submitted via postal mail or electronic mail (e-mail) and must contain all signatures and required appeal contents. An electronic filing must contain the scanned original signature of the appellant(s). The appeal documents must be sent to the following address.

Chair, Board of Environmental Protection
c/o Board Clerk
17 State House Station
Augusta, ME 04333-0017
Clerk.BEP@maine.gov

The DEP may also request the submittal of the original signed paper appeal documents when the appeal is filed electronically. The risk of material not being received in a timely manner is on the sender, regardless of the method used.

At the time an appeal is filed with the Board, the appellant must send a copy of the appeal to: (1) the Commissioner of the DEP (Maine Department of Environmental Protection, 17 State House Station, Augusta, Maine 04333-0017); (2) the licensee, if the appellant is not the licensee; and (3) if a hearing was held on the application, any intervenors in that hearing proceeding. For appeals of Clean-up and Response Fund decisions made by the State Fire Marshal, the appellant must also send a copy of the appeal to the State Fire Marshal. Please contact the Board Clerk at clerk.bep@maine.gov or DEP staff at 207-287-7688 with questions or for contact information regarding a specific license or Clean-up and Response Fund decision.

REQUIRED APPEAL CONTENTS

A written appeal must contain the information specified in Chapter 2, section 23(B) or section 24(B), as applicable, at the time the appeal is submitted. Please carefully review these sections of Chapter 2, which is available online at <https://www.maine.gov/sos/cec/rules/06/chaps06.htm>, or contact the Board Clerk to obtain a copy of the rule. Failure to comply with the content of appeal requirements may result in the appeal being dismissed pursuant to Chapter 2, section 23(C) or section 24(C).

OTHER CONSIDERATIONS IN APPEALING A DECISION TO THE BOARD

1. *Be familiar with the administrative record.* Generally, the record on which the Board decides an appeal is limited to the record prepared by the agency in its review of the application, any supplemental evidence admitted to the record by the Board Chair and, if a hearing is held on the appeal, additional evidence admitted during the hearing. A person who seeks to appeal a decision to the Board is encouraged to contact the DEP (or State Fire Marshal for Clean-up and Response Fund decisions made by that agency) to inspect the record before filing an appeal.
2. *Be familiar with the applicable rules and laws.* An appellant is required to identify the licensing criterion or standard the appellant believes was not satisfied in issuing the decision, the bases of the objections or challenges, and the remedy sought. Prior to filing an appeal, review the decision being appealed to identify the rules and laws that are applicable to the decision. An appellant may contact the DEP or Board staff with any questions regarding the applicable rules and laws or the appeal procedure generally.
3. *The filing of an appeal does not operate as a stay to any decision.* If a license has been granted and it has been appealed, the license normally remains in effect pending the processing of the appeal. Unless a separate stay of the decision is requested and granted (*see* Chapter 2, section 23(M)), the licensee may proceed with an approved project pending the outcome of the appeal. Any activity initiated in accordance with the approved license during the pendency of the appeal comes with the risk of not knowing the outcome of the appeal, including the possibility that the decision may be reversed or modified by the Board.
4. *Alternative dispute resolution.* If the appeal participants agree to use mediation or another form of alternative dispute resolution (“ADR”) to resolve the appeal and so notify the Board, the Board will not hear the matter until the conclusion of that effort, provided the participants engaged in the alternative dispute resolution demonstrate satisfactory progress toward resolving the issues. *See* Chapter 2, section 23(H) or contact the Board Executive Analyst (contact information below) for more information on the ADR provision.

WHAT TO EXPECT ONCE YOU FILE A TIMELY APPEAL WITH THE BOARD

The Board will acknowledge receipt of each appeal and develop a service list of appeal participants and any interested persons for use in the appeal proceeding. Electronic mail (e-mail) is the preferred method of communication during an appeal proceeding; however, the Board reserves the right to require paper copies of all filings. Once the Board Chair rules on the admissibility of all proposed supplemental evidence, the licensee (if the licensee is not the appellant) may respond to the merits of the appeal. Instructions specific to each appeal will be provided in correspondence from the Board Executive Analyst or Board Chair.

Generally, once all filings in an appeal proceeding are complete, the DEP staff will assemble a packet of materials for the Board (Board packet), including a staff recommendation in the form of a proposed Board Order. Once available, appeal participants will receive a copy of the Board packet and an agenda with the meeting location and start time. Once finalized, the meeting agenda will be posted on the Board's webpage <https://www.maine.gov/dep/bep/index.html>. Appeals will be considered based on the administrative record on appeal and oral argument at a regular meeting of the Board. *See* Chapter 2, Section 23(I). The Board may affirm all or part of the decision under appeal; affirm all or part of the decision under appeal with modifications, or new or additional conditions; order a hearing to be held as expeditiously as possible; reverse the decision under appeal; or remand the decision to the Commissioner or State Fire Marshal, as applicable, for further proceedings.

II. JUDICIAL APPEALS

The filing of an appeal with the Board is not a prerequisite for the filing of a judicial appeal. Maine law generally allows aggrieved persons to appeal final license decisions to Maine's Superior Court (*see* [38 M.R.S. § 346\(1\)](#); [Chapter 2](#); [5 M.R.S. § 11001](#); and [M.R. Civ. P. 80C](#)). A judicial appeal by a party to the underlying proceeding must be filed with the Superior Court within 30 days of receipt of notice of the Board's or the Commissioner's decision. For any other aggrieved person, an appeal must be filed within 40 days of the date the decision was rendered. An appeal to court of a license decision regarding an expedited wind energy development, a general permit for an offshore wind energy demonstration project, or a general permit for a tidal energy demonstration project may only be taken directly to the Maine Supreme Judicial Court. *See* 38 M.R.S. § 346(4), the Maine Administrative Procedure Act, statutes governing a particular license decision, and the Maine Rules of Civil Procedure for substantive and procedural details applicable to judicial appeals.

ADDITIONAL INFORMATION

If you have questions or need additional information on the appeal procedure, for administrative appeals contact the Board Clerk at clerk.bep@maine.gov or 207-287-2811 or the Board Executive Analyst at bill.hinkel@maine.gov or 207-314-1458, or for judicial appeals contact the court clerk's office in which the appeal will be filed.

Note: This information sheet, in conjunction with a review of the statutory and rule provisions referred to herein, is provided to help a person to understand their rights and obligations in filing an administrative or judicial appeal, and to comply with notice requirements of the Maine Administrative Procedure Act, 5 M.R.S. § 9061. This information sheet is not intended to supplant the parties' obligations to review and comply with all statutes and rules applicable to an appeal and insofar as there is any inconsistency between the information in this document and the applicable statutes and rules, the relevant statutes and rules apply.

Department of Environmental Protection
Bureau of Land & Water Quality
17 State House Station
Augusta, Maine 04333
Telephone: 207-287-7688

FOR DEP USE

ATS # _____

L- _____

Total Fees: _____

Date: Received _____

Item 10.#

APPLICATION FOR A NATURAL RESOURCES PROTECTION ACT PERMIT

→ PLEASE TYPE OR PRINT IN BLACK INK ONLY

1. Name of Applicant: Town of Casco		5. Name of Agent: Mike Morse; Morse Environmental Consulting, LLC	
2. Applicant's Mailing Address: 635 Meadow Road, Casco, ME 04015		6. Agent's Mailing Address: 16 Liberty Road, Falmouth, ME 04105	
3. Applicant's Daytime Phone #: 207-627-4515		7. Agent's Daytime Phone #: 207-558-0842	
4. Applicant's Email Address (Required from either applicant or agent):		8. Agent's Email Address: mike@morseenvironmental.com	
9. Location of Activity: (Nearest Road, Street, Rt.#) Town beach- Mayberry Hill Road		10. Town: Casco	11. County: Cumberland
12. Type of Resource: (Check all that apply) ☐ River, stream or brook ☒ Great Pond ☐ Coastal Wetland ☐ Freshwater Wetland ☐ Wetland Special Significance ☐ Significant Wildlife Habitat ☐ Fragile Mountain	13. Name of Resource: Pleasant Lake		14. Amount of Impact: (Sq.Ft.) Fill: NONE Dredging/Veg Removal/Other: None
15. Type of Wetland: (Check all that apply) ☐ Forested ☐ Scrub Shrub ☐ Emergent ☐ Wet Meadow ☐ Peatland ☐ Open Water ☐ Other _____	FOR FRESHWATER WETLANDS		
	Tier 1 ☐ 0 - 4,999 sq ft. ☐ 5,000-9,999 sq ft ☐ 10,000-14,999 sq ft	Tier 2 ☐ 15,000 – 43,560 sq. ft.	Tier 3 ☐ > 43,560 sq. ft. or ☐ smaller than 43,560 sq. ft., not eligible for Tier 1
16. Brief Activity Description:		Town beach erosion mitigation/ facility improvement project. Proposing to remove soil to reduce slope of land adjacent to beach; construct retaining wall approx. 20' from NHWL.	
17. Size of Lot or Parcel & UTM Locations:		☒ ~3,000 square feet, or ☐ _____ acres UTM Northing: _____ UTM Easting: _____	
18. Title, Right or Interest:		☒ own ☐ lease ☐ purchase option ☐ written agreement	
19. Deed Reference Numbers:		Book#: _____ Page: _____	20. Map and Lot Numbers: Map #: 43 Lot #: 28
21. DEP Staff Previously Contacted: None		22. Part of a larger project: ☐ Yes ☒ No	After-the-Fact: ☐ Yes ☒ No
23. Resubmission of Application?: ☐ Yes → ☒ No		If yes, previous application # _____	Previous project manager: _____
24. Written Notice of Violation?: ☐ Yes → ☒ No		If yes, name of DEP enforcement staff involved: _____	25. Previous Wetland Alteration: ☐ Yes ☒ No
26. Detailed Directions to the Project Site:		The address location is 18 Mayberry Hill Road, Casco. The beach property is located at the southerly end of Pleasant Lake, just east of the intersection with Route 121.	
27. TIER 1		TIER 2/3 AND INDIVIDUAL PERMITS	
☐ Title, right or interest documentation ☐ Topographic Map ☐ Narrative Project Description ☐ Plan or Drawing (8 1/2" x 11") ☐ Photos of Area ☐ Statement of Avoidance & Minimization ☐ Statement/Copy of cover letter to MHPC		☐ Title, right or interest documentation ☒ Topographic Map ☒ Copy of Public Notice/Public Information Meeting Documentation ☐ Wetlands Delineation Report (Attachment 1) that contains the information listed under Site Conditions ☒ Alternatives Analysis (Attachment 2) including description of how wetland impacts were Avoided/Minimized ☒ Erosion Control/Construction Plan ☐ Functional Assessment (Attachment 3), if required ☐ Compensation Plan (Attachment 4), if required ☒ Appendix A and others, if required ☐ Statement/Copy of cover letter to MHPC ☐ Description of Previously Mined Peatland, if required	
28. FEES Amount Enclosed: \$356			

CERTIFICATIONS AND SIGNATURES LOCATED ON PAGE 2

IMPORTANT: IF THE SIGNATURE BELOW IS NOT THE APPLICANT'S SIGNATURE, ATTACH LETTER OF AGENT AUTHORIZATION SIGNED BY THE APPLICANT.

By signing below the applicant (or authorized agent), certifies that he or she has read and understood the following :

DEP SIGNATORY REQUIREMENT

PRIVACY ACT STATEMENT

Authority: 33 USC 401, Section 10; 1413, Section 404. Principal Purpose: These laws require permits authorizing activities in or affecting navigable waters of the United States, the discharge of dredged or fill material into waters of the United States, and the transportation of dredged material for the purpose of dumping it into ocean waters. Disclosure: Disclosure of requested information is voluntary. If information is not provided, however, the permit application cannot be processed nor a permit be issued.

CORPS SIGNATORY REQUIREMENT

USC Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up any trick, scheme, or disguises a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious or fraudulent statements or entry shall be fined not more than \$10,000 or imprisoned not more than five years or both. I authorize the Corps to enter the property that is subject to this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein.

DEP SIGNATORY REQUIREMENT

"I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I authorize the Department to enter the property that is the subject of this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Further, I hereby authorize the DEP to send me an electronically signed decision on the license I am applying for with this application by emailing the decision to the address located on the front page of this application (see #4 for the applicant and #8 for the agent)."

Michael J. Morse

Digitally signed by Michael J.

Morse

Date: 2021.11.16 17:21:01 -05'00'

Date: _____

SIGNATURE OF AGENT/APPLICANT

NOTE: Any changes in activity plans must be submitted to the DEP and the Corps in writing and must be approved by both agencies prior to implementation. Failure to do so may result in enforcement action and/or the removal of the unapproved changes to the activity.

Property Card: 18 MAYBERRY HILL RD

Town of Casco, ME



Parcel Information	
Parcel ID: 43-28 Vision ID: 2236 Owner: TOWN OF CASCO Co-Owner: Mailing Address: 635 MEADOW RD CASCO, ME 04015	Map: 0043 Lot: -0028 Use Description: MUNICIPAL MDL-00 Zone: Land Area in Acres: 0
Sale History	Assessed Value
Book/Page: Sale Date: 12:00:00 AM Sale Price:	Land: \$0 Buildings: \$0 Total Exemptions: \$0 Total: \$0

Building Details: Building # 1		
NO PHOTO AVAILABLE	Model:	Int Wall Desc 1:
	Living Area:	Int Wall Desc 2:
	Appr. Year Built:	Ext Wall Desc 1:
	Style:	Ext Wall Desc 2:
	Stories:	Roof Cover:
	Occupancy:	Roof Structure:
	No. Total Rooms:	Heat Type:
	No. Bedrooms:	Heat Fuel:
	No. Baths:	A/C Type:
	No. Half Baths:	



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.



Michael Morse
Principal
mike@morseenvironmental.com
(207) 558-0842

22 Free Street, Ste 403
Portland, Maine 04101

April 8, 2022

Via Email

Jennifer McGill
Licensing Project Manager
Bureau of Land Resources
Maine Department of Environmental Protection
312 Canco Road
Portland, Maine 04103
Jennifer.g.mcgill@maine.gov

RE: Town of Casco- Town Beach Erosion Mitigation Project

Dear Jennifer:

Thank you for discussing your project review comments related to the above-referenced project earlier this week. Pursuant to our recent conversation I have revised the application accordingly:

- 1) The application proposed the placement of washed sand as the base material between the proposed retaining wall and the lake shoreline. The application has been revised to eliminate this sand and instead will utilize the placement of 4" minimum loam, covered by grass sod treatment.
- 2) The application proposed a mulched footpath leading from the picnic area to the shallow graded area adjacent to the beach. The application has been revised to incorporate infiltration steps or infiltration terraces on the sloped portion of this footpath. The footpath will be no wider than 4' in width. Due to the shallow slope and anticipated on-site manipulation of final grading, infiltration steps/terraces will be installed in locations as deemed appropriate during construction to provide maximum erosion protection and to ensure the creation of a safe accessway.
- 3) After an on-site review on April 1, 2022, Amanda Pratt from your office recommended alternative designs to the project. You requested that we incorporate these requests and our response into the application's Alternatives Analysis, which we have done (please see attached). Generally, Ms. Pratt's recommendations were well intended, but they do not acknowledge the significant intensity and volume of use at this small municipal facility. We have incorporated her recommendation to install infiltration steps, however, and we appreciate her recommendation in this regard.

- 4) You have requested additional time to review the project and draft DEP's approval order and therefore have requested that we consider placing the project on hold. Town officials are amenable to the project being placed on hold to allow the Department up to two additional weeks beyond the Department's deadline and may be amenable to extend this further if that becomes necessary. As such, we request that the project be placed on hold for a maximum of two weeks.

Please do not hesitate to contact me with any further questions or comments that you may have.

Sincerely,



Michael Morse

Morse Environmental Consulting, LLC

www.morseenvironmental.com
mike@morseenvironmental.com
207-558-0842

Item 10.#

Town of Casco

Town Beach Erosion Mitigation and Improvement

18 Mayberry Hill Road, Casco

Pleasant Lake

DEP NRPA- Individual Permit Attachments

Attachment 1- Activity Description

The Town of Casco owns a modest sized lot located at 18 Mayberry Hill Road, identified on Town tax maps as Map 43, Lot 28. The property has been used and maintained as a public beach/recreation area and boat launch for many years. A portion of the property at the shoreline is a typical sand beach. The area located immediately behind and adjacent to the sand beach is a sparsely vegetated and partially bare eroding soil. With the assistance and recommendations of the Cumberland County Soil & Water Conservation District, a project was undertaken by the Town in 2011/2012 to stabilize the eroding and bare soil by planting grass and other vegetation, and reducing stormwater runoff. However, due to the high intensity and concentrated use of the recreation area, these stabilization efforts have largely failed and soil erosion toward and into the lake continues. This project proposes to re-grade the Town's public beach area adjacent to Pleasant Lake, reestablish grass vegetation on side slopes, establish a primary walking path to the beach area if necessary, place ~~washed sand fill~~ at the primary high-intensity beach use area at the base of the side slopes, and install an approximately 56 foot long retaining wall to provide stabilization of an existing sidewalk and roadway. The proposed project is depicted on the attached plans.

Rev: 4" loam & sod

A lower intensity use area at the westerly end of the property is well stabilized with a good catch of grass vegetation, and this area will be preserved. A picnic/recreation area to the east of the beach has previously been treated with mulch to enhance soil stability. Application of additional mulch within the picnic area is proposed as part of this project.

No grading or fill will occur below the NHWL as proposed in this project. The project will be located entirely less than 75 feet of the NHWL. The removal of a small existing wooden retaining wall located at the shoreline will also be removed. The primary project components are further described as follows:

Regrading- the project proposes to remove soil in order to regrade the site to primarily slope toward the center of the project area in an east-west direction at approximately a 10% grade slope (10:1 H:V) to enable grass sod planting. The site will continue to slope toward the lake as well. Regrading will define the high-intensity public beach use area. The regrading is designed to affect an upland area approximately 70 feet in length (parallel to the shoreline at the proposed retaining wall) by a varying width of approximately 20 feet to 40 feet. These

dimensions vary due to natural shoreline curvature. The total area of regrading is estimated to be approximately 1,750 square feet.

The high-intensity use public beach area will be approximately 30 feet in length and 25 feet in width (~750 square feet), and will be treated with a minimum of 6 inches of washed sand. From the proposed retaining wall, this area will be graded to an approximately 12:1 (H:V) slope, or approximately 8.5% grade slope.

Several past attempts to maintain vegetation in the primary public beach area has proven to be unsuccessful. It is likely that soil compaction and frequent trampling action of the vegetation exceeds the capacity to utilize vegetation as a soil stabilization Best Management Practice (BMP). The proposal to use washed sand embraces this reality and provides a viable alternative. Washed sand that is designed to not erode into the lake will be cleaner than the topsoil that is presently eroding into the lake. Rainwater hitting the sand area should simply absorb into the sand. This proposal converts a chronic soil erosion condition that cannot be mitigated by vegetative growth as a result of use, to a shallower sloping grade with a surface that absorbs rainwater.

Vegetation/ Footpath- The regraded slopes will be vegetated with grass sod to more quickly establish a durable vegetated surface. While recreational use of the grass slopes is expected, it is also anticipated that the grass slopes will not be used as intensely as current conditions. The proposal includes a 6-foot wide footpath extending from the picnic area to the beach area to focus foot traffic onto the footpath and off of the grass slope. If the grass within the footpath fails to persist then the footpath should be mulched to maintain soil stability.

Retaining Wall- To support the grading and beach area slope reduction a low retaining wall is necessary to provide the structural reinforcement required for the adjacent safety fencing, sidewalk, and roadway. The retaining wall is proposed to be constructed with a precast concrete block system and will be approximately 56 feet in length. The wall will be an approximate total height of 3.25 feet, although only approximately 2.5 feet of the wall will be above the proposed finished grade at its maximum height. The base of the wall will be approximately 2 feet above the NHWL elevation, and will be located approximately 18 feet from the NHWL at the closest point. The wall has been designed by a Professional Engineer consistent with manufacturer specifications.

Project Timing: The applicant proposes to construct the project during the early spring of 2022 in order to allow sufficient time for the grass sod to take root before summer usage of the facility occurs.

Attachment 2- Alternatives Analysis

The purpose of the project is to stabilize a chronically eroding area immediately adjacent to Pleasant Lake with a practical solution.

Alternative 1: Do nothing. Soil erosion into Pleasant Lake will continue to occur.

Alternative 2: Propose to plant the area with grass or other vegetation. This alternative would utilize a BMP previously attempted without success. Whereas the beach/recreational area is of such modest size, proposing to plant a natural tree, shrub, and ground cover vegetation buffer is not an option. The recreational area is vital to the Casco community and is a significant resource to the Town. Eliminating the recreational use of this area, in part or in whole, is not possible without a significant community impact. Planting of grass has failed to provide long-term soil stabilization.

Alternative 3: Install riprap on the slope. While installing riprap would likely eliminate the soil erosion problem at the site, this is not a viable option for reasons provided in the 'Alternative 2' discussion above. Riprap would similarly eliminate recreational use of the facility and is not a viable alternative.

Alternative 4: Install a geo-cell soil stabilization grid product and plant grass within the cells. Such products are intended for driveway and parking area applications, or on steep slopes that are not intended for high-intensity recreational use. Such products would not improve the survivability of grass at the facility over existing conditions. Grass would continue to be trampled by facility users and would fail to survive or thrive.

Alternative 5: Plant grass within the shallow sloped high intensity beach use area instead of use of washed sand. This option was considered but was deemed to not be particularly viable; again, due to the high usage that the facility experiences during the growing season. Much of the vegetation would either fail to survive resulting in non-vegetated soils, or the vegetation would otherwise be ineffective at retarding soil erosion.

Alternative 6 (4/8/2022): Amanda Pratt, MDEP 319 Program Staff, inspected the site on April 1, 2022, and made several recommendations. Her recommendations include not regrading the site as proposed and placing bark mulch and installing infiltration steps to provide stabilized shoreline access (and to capture sediment and stormwater). Ms. Pratt's recommendations also include construction of terraces and planting of vegetation (e.g. shrubs) behind the terraces, in addition to planting vegetation along the NHWL. A similar alternative was initially discussed with Town officials prior to proceeding with the current application. However, the volume of beach users and the intensity of use on such a modestly sized public beach property precludes the planting of vegetation that reduces the usable area of the property. An initial project at the site included environmentally 'softer' approaches to soil stability, including placement of straw wattles, or similar, at the shoreline edge and various vegetation plantings. These BMP's simply could not survive the intensity of use of the property despite the Town's efforts to maintain

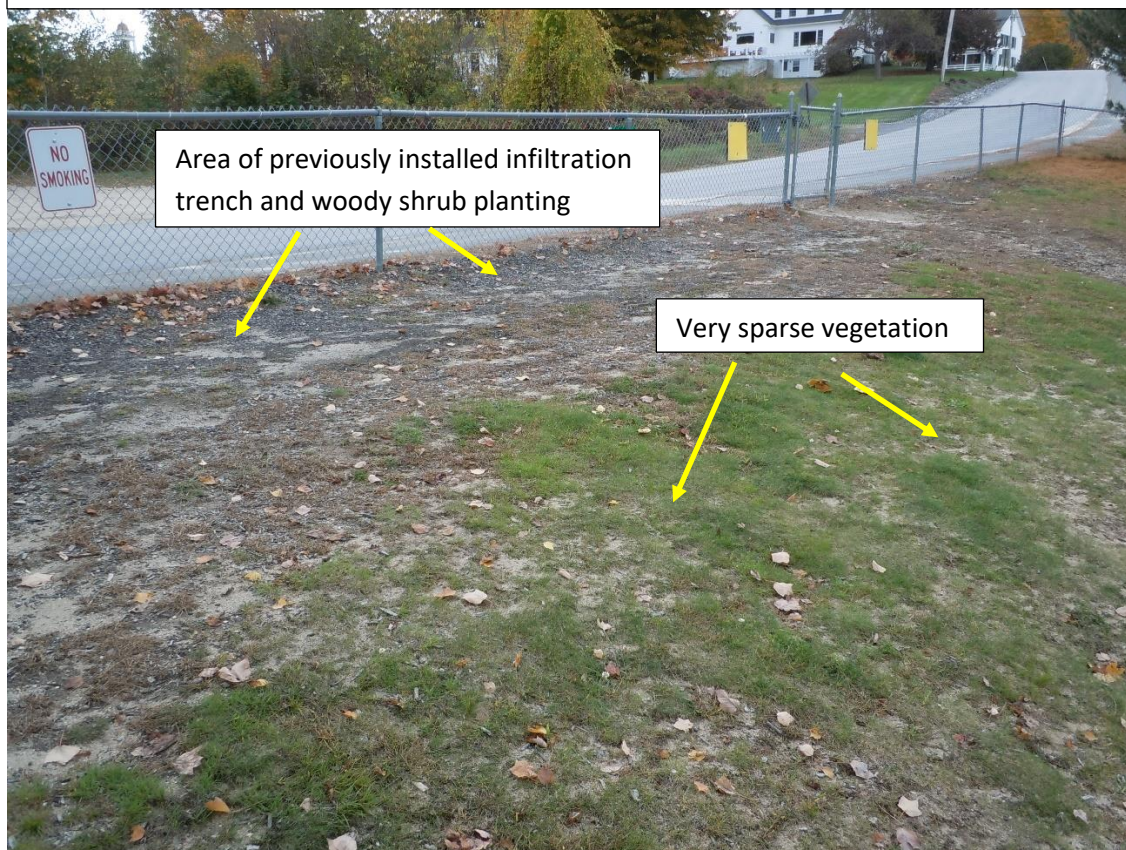
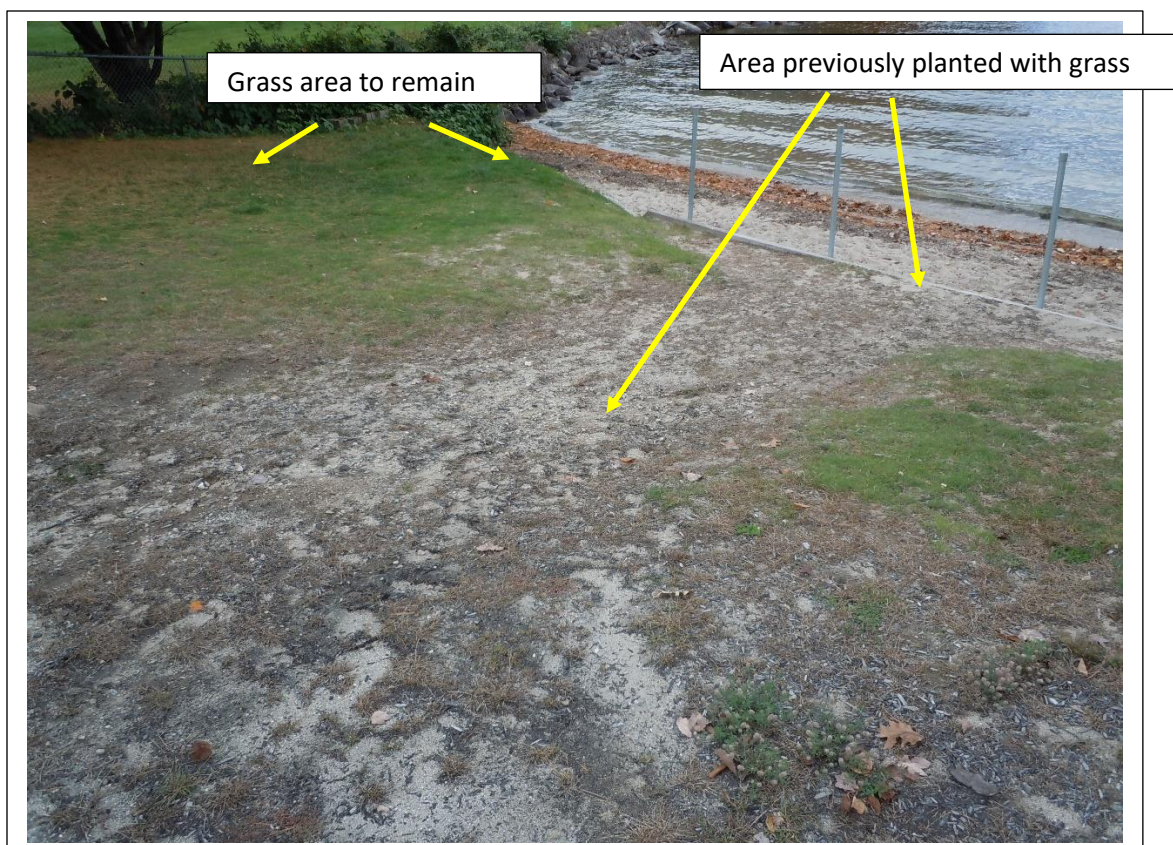
them. Shrubs that had been planted initially were replaced several times with a similar lack of success. Eliminating any portion of the existing property from use is a non-option due to the very small facility size, and regrading a portion of the facility to establish a shallower sloped and broader size primary use area should spread beach users out and reduce the likelihood of a single primary water access point. Per Ms. Pratt's recommendations, we are proposing to include infiltration steps/terracing on the proposed slope leading from the picnic area to the lower area instead of the originally proposed mulched footpath. While effectively there is no watershed that will contribute surface water to the infiltration steps/terraces, the steps or terraces will provide a stable structural surface for foot traffic. The Overview Plan has been modified accordingly.

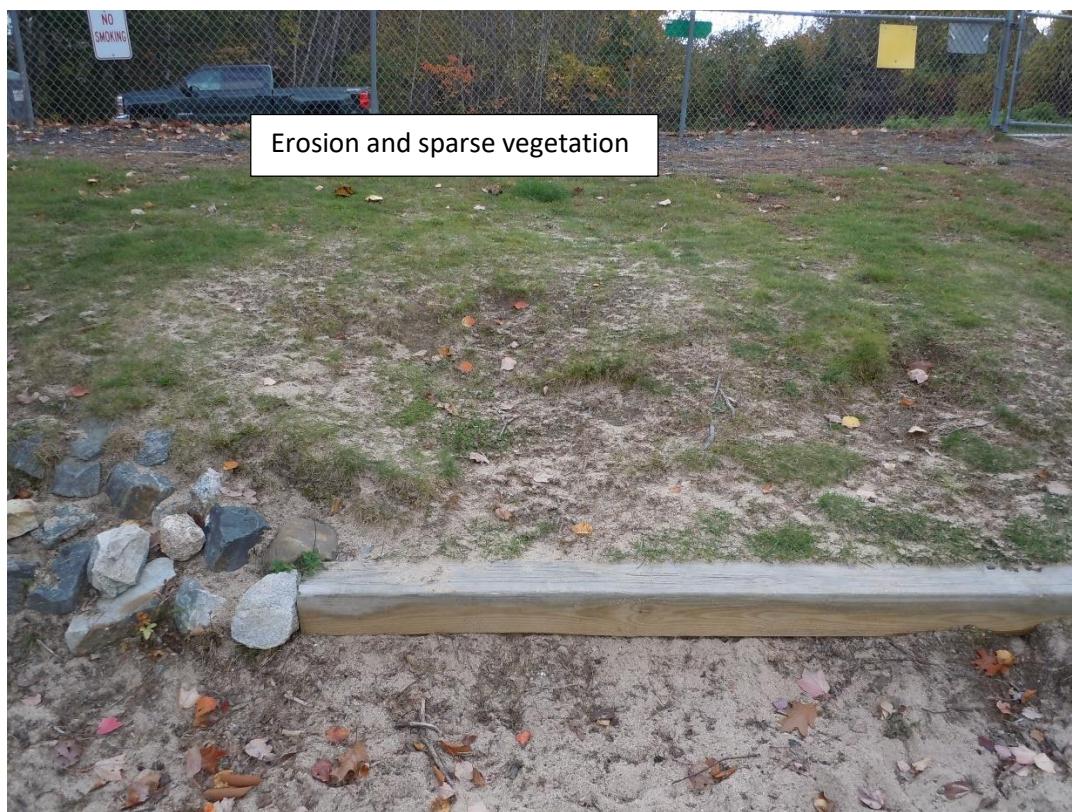
Attachment 3- Location Map



Attachment 4- Color Photographs





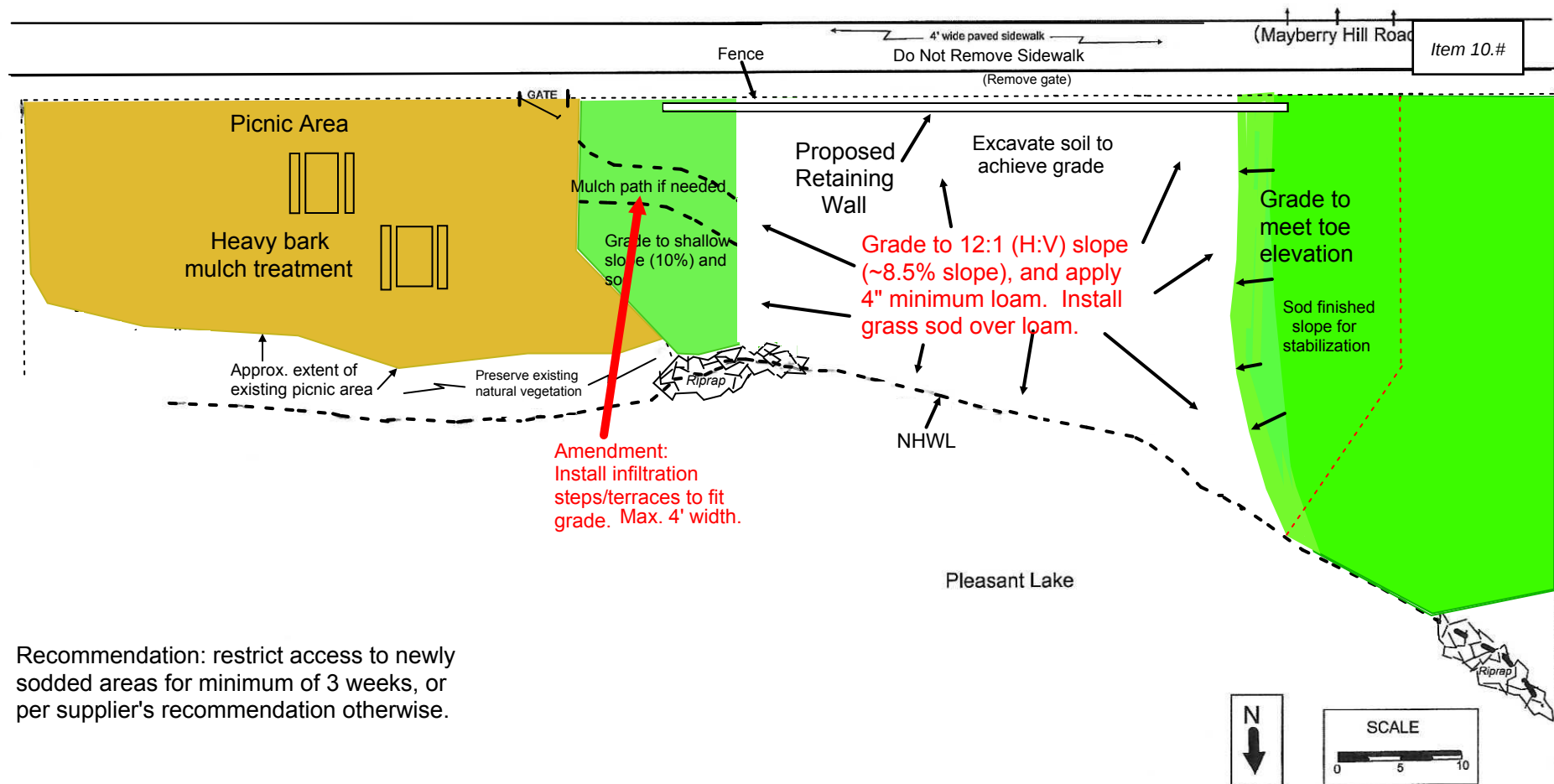


Erosion and sparse vegetation





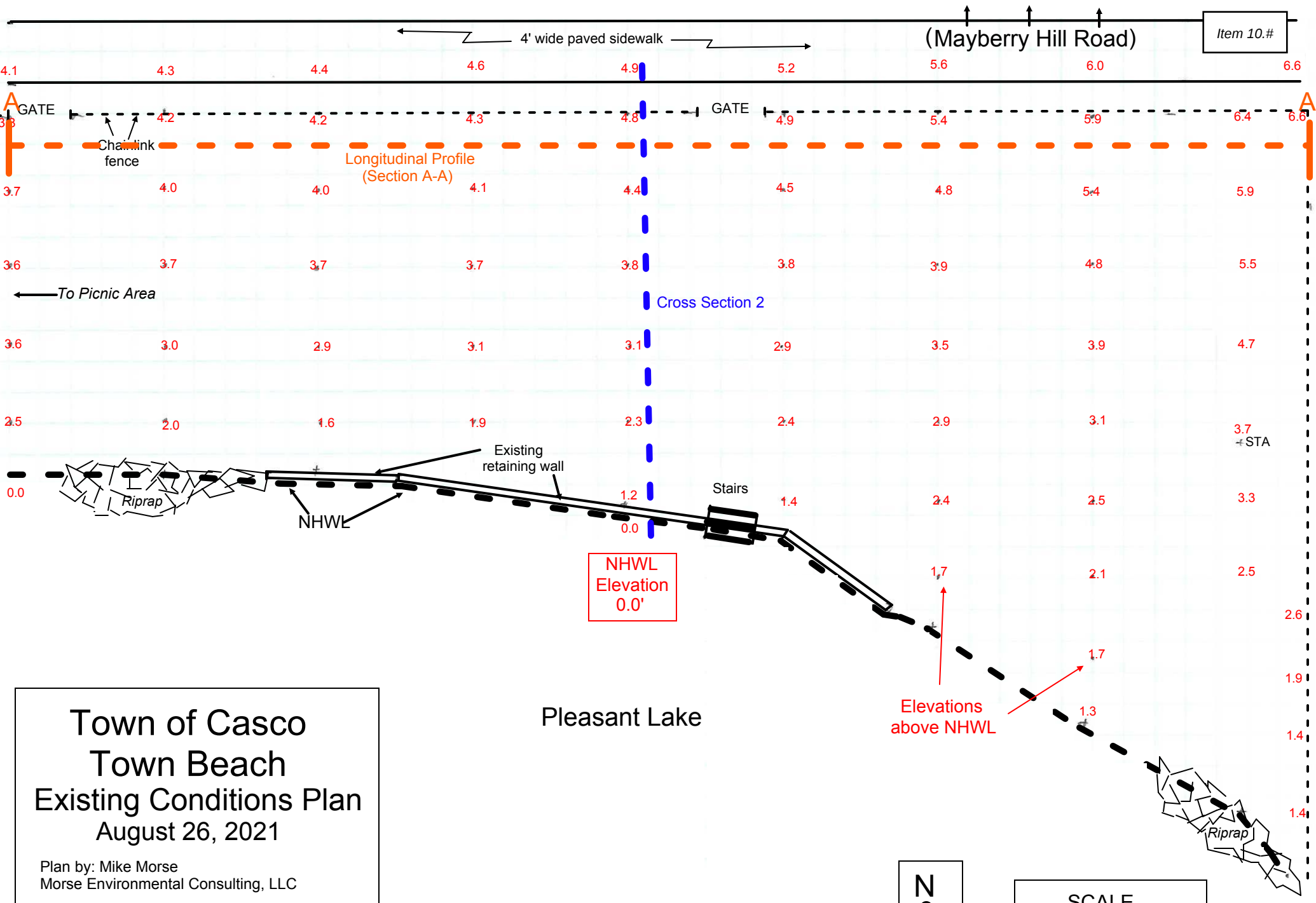
Attachment 5 & 6- Plans



Town of Casco Town Beach Improvement Overview Plan September 15, 2021

Rev. 4/8/22

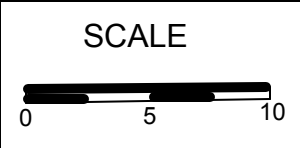
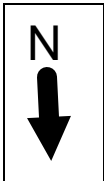
Plan drawn by: Mike Morse
Morse Environmental Consulting, LLC



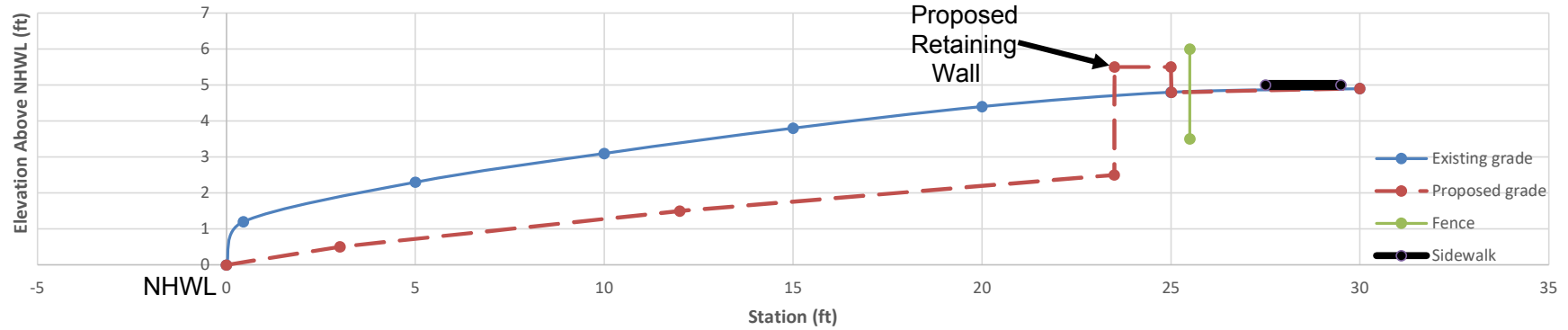
**Town of Casco
Town Beach
Existing Conditions Plan
August 26, 2021**

Plan by: Mike Morse
Morse Environmental Consulting, LLC

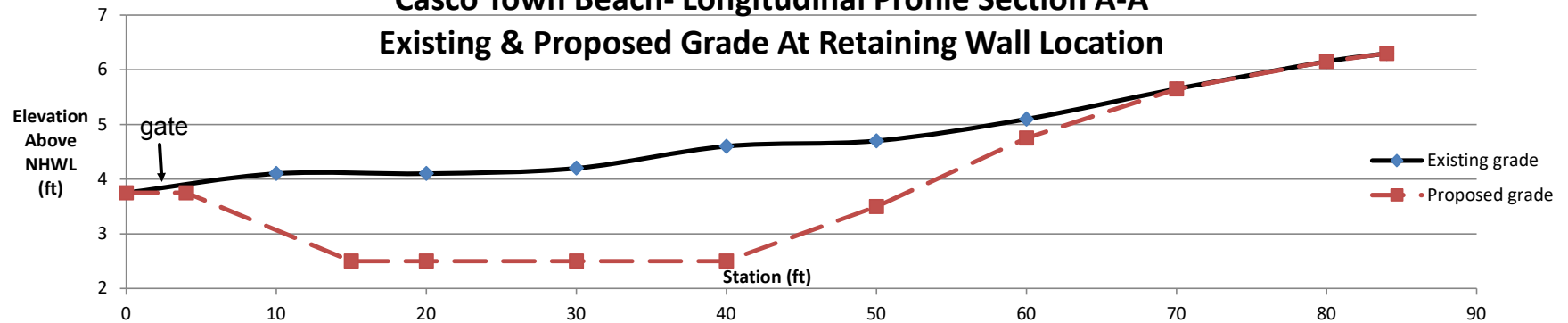
Pleasant Lake

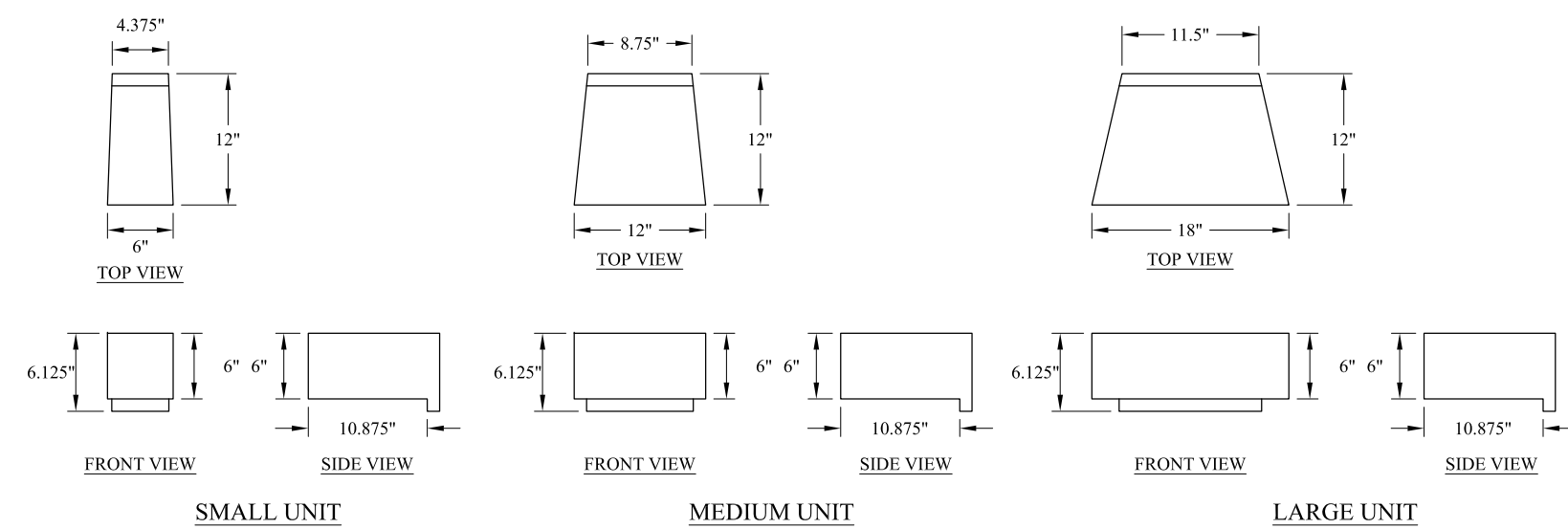


Casco Town Beach- Cross Section 2, Center Project Area Existing & Proposed Grades

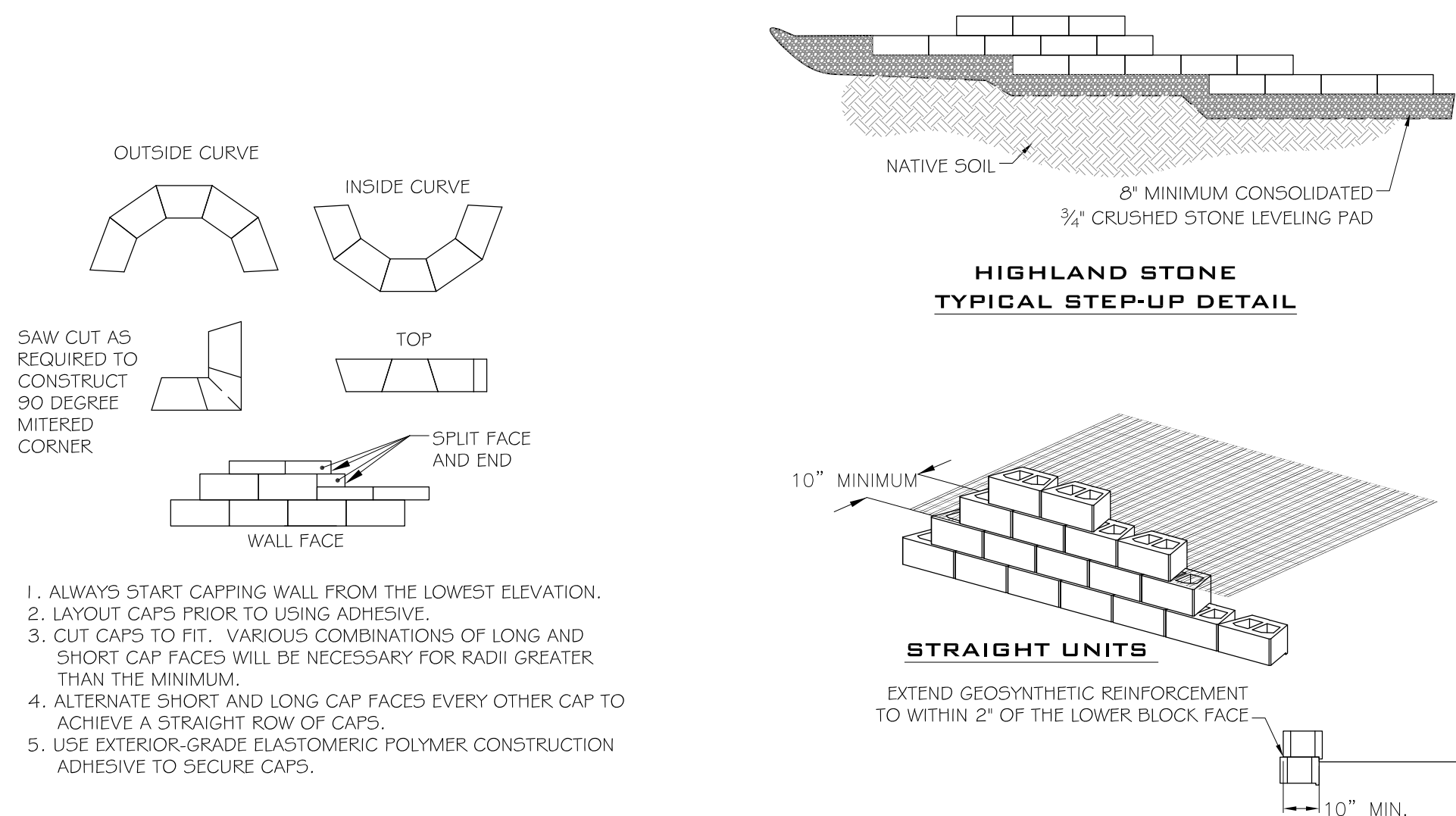


Casco Town Beach- Longitudinal Profile Section A-A Existing & Proposed Grade At Retaining Wall Location



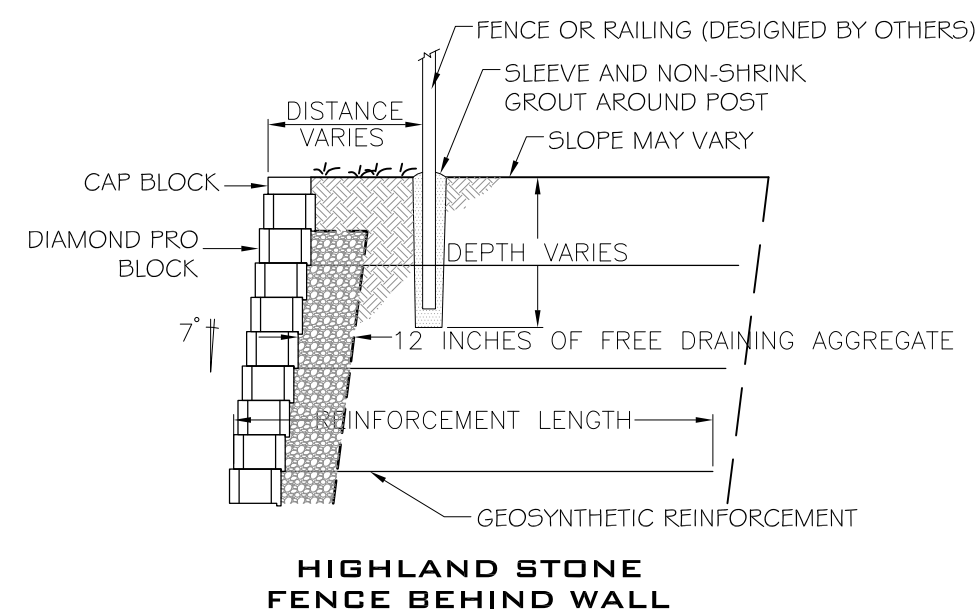


HIGHLAND STONE UNIT DETAILS

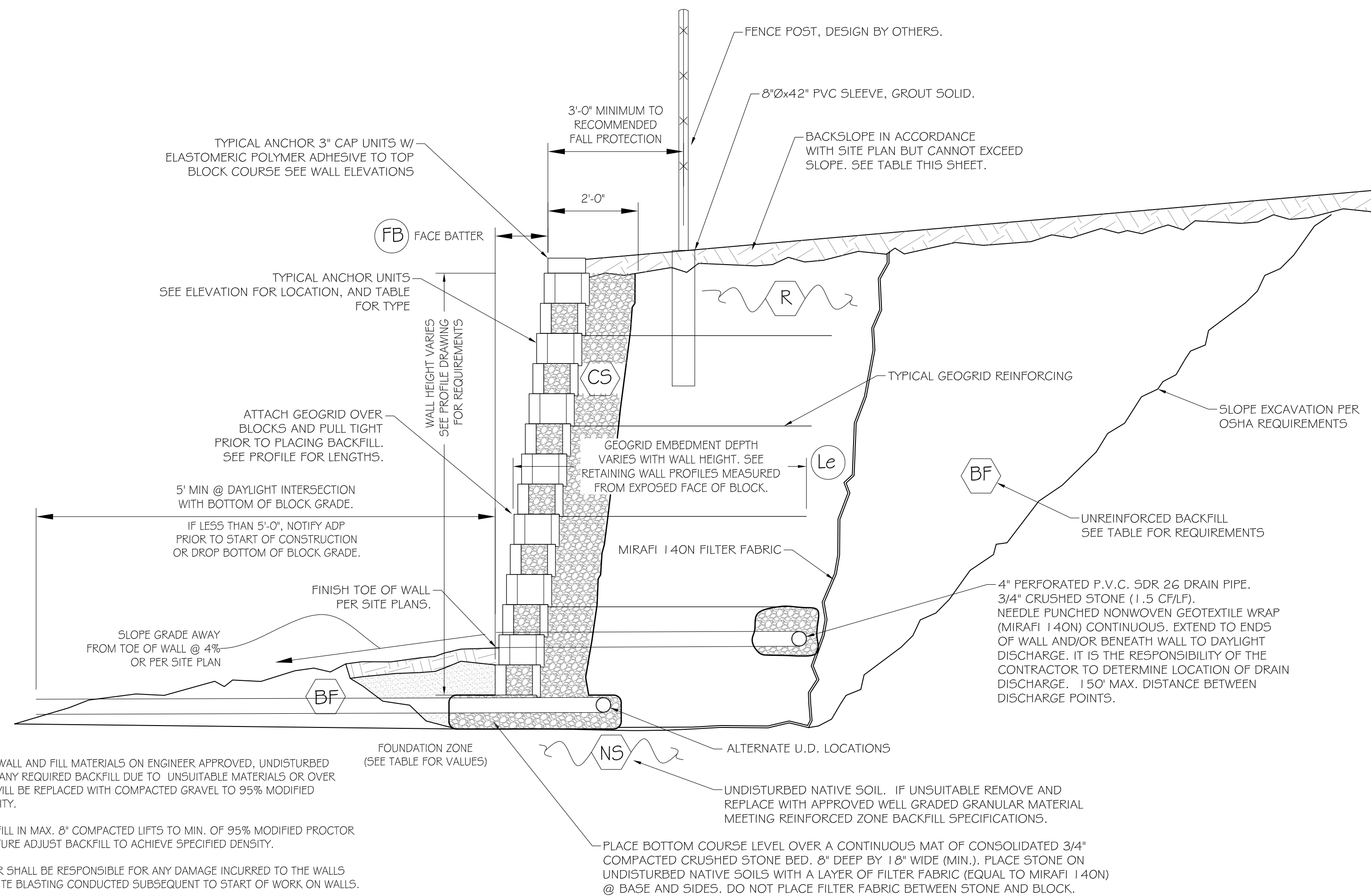


**HIGHLAND STONE
3" CAP BLOCK DESIGN DETAILS**

**HIGHLAND STONE
REINFORCEMENT CONNECTION DETAIL**



**HIGHLAND STONE
FENCE BEHIND WALL**



TYPICAL ANCHOR WALL SECTION

SCALE: NTS

1. SHOP DRAWING ACTION STAMP:

1.1. THIS IS AN ENGINEERED SHOP DRAWING DESIGN BASED UPON INFORMATION PROVIDED BY OTHERS. THE WALL DESIGN DEPICTED HEREIN SHOULD BE REVIEWED BY THE SITE DESIGNER OR OTHERWISE RESPONSIBLE ENTITY TO VERIFY COMPLIANCE WITH THE GENERAL INTENT OF THE SITE DESIGN WITH RESPECT TO GRADING, WALL ALIGNMENT AND GEOMETRY, WALL STEPS, ETC.
1.2. THIS DESIGN IS BASED UPON INFORMATION PROVIDED BY OTHERS. SHOULD VARIATIONS BE ENCOUNTERED THE CONTRACTOR, SITE DESIGNER OF RECORD, OR OTHER RESPONSIBLE ENTITY SHALL NOTIFY THE OWNER/ENGINEER AND ASSOCIATED DESIGN PARTNERS, INC, (ADP) TO MAKE APPROPRIATE ADJUSTMENTS.

2. WALL DESIGN NOTES:

2.1 THE WALL DESIGN(S) REPRESENTED HEREIN ARE BASED ON THE PROCEDURES DESCRIBED IN THE INDUSTRY STANDARD PUBLICATION NCMA TR127A "DESIGN MANUAL FOR SEGMENTAL RETAINING WALLS, 2ND ED".

2.2 IN ACCORDANCE WITH NCMA TR127A "DESIGN MANUAL FOR SEGMENTAL RETAINING WALLS, 2ND ED" SEC. 5.1.4, EXTERNAL GLOBAL STABILITY HAS NOT BEEN ADDRESSED AS PART OF THIS RETAINING WALL DESIGN.

2.3 THE WALL STABILITY ANALYSES IS BASED ON ANTICIPATED SOIL DESIGN VALUES AS REPRESENTED IN THE TABLE BELOW. THE PROJECT GEOTECHNICAL ENGINEER SHOULD REVIEW THE VALUES REPRESENTED HEREIN, AND NOTIFY ASSOCIATED DESIGN PARTNERS AND/OR THE SITE CONTRACTOR IF MODIFICATIONS TO THE SOIL DESIGN PARAMETERS IS NECESSARY. A GEOTECHNICAL REPORT HAS NOT BEEN PROVIDED AT THIS TIME.

3. FILL SOIL COMPACTION:

3.1. ALL GRANULAR SOIL FILL SHALL BE COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY IN ACCORDANCE WITH ASTM D698 STANDARD PROCTOR.

3.2. STONE IN WALL BASE PAD AND IN FILL LOCATIONS TO BE CONSOLIDATED TO 100% OF DRY RODDED UNIT WEIGHT PER ASTM C-29. ROUNDED ROCK OR PEA STONE IS SPECIFICALLY NOT ALLOWED AT CRUSHED STONE FILL LOCATIONS.

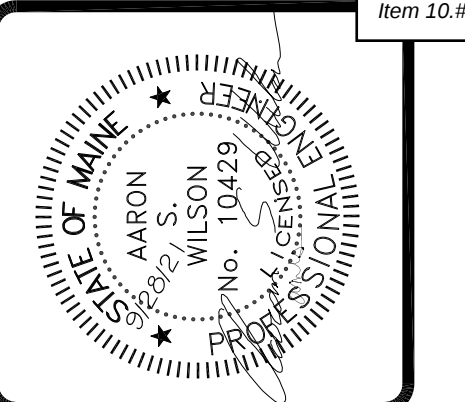
4. GENERAL:

4.1. PLACE ANCHOR BLOCKS ON A 8" DEEP BASE FOOTING OF CONSOLIDATED 3/4" CRUSHED STONE. LEAN CONCRETE MAY ALSO BE USED FOR THE BASE FOOTING. IF LEAN CONCRETE IS USED IT SHALL BE PLACED ON 6" OF CRUSHED STONE, WITH SMOOTH FORMED VERTICAL SURFACES, BELOW ANTICIPATED FROST DEPTH.
4.3. INSTALL GEOGRID REINFORCING FABRIC AT LOCATIONS AND ELEVATIONS SHOWN ON THE WALL ELEVATION DRAWINGS.
4.4. ROLL GEOGRID OUT WITH STRONG FIBER (MACHINE DIRECTION) DIRECTION PERPENDICULAR TO WALL FACE TO EMBEDMENT LENGTH (LE) AS SPECIFIED ON THE PROFILE ELEVATIONS. IMPORTANT: GRID MUST BE LAID SMOOTH, FREE OF WRINKLES, PULLED TAUT AND STAKED PRIOR TO FILL PLACEMENT.
4.5. PLACE A MINIMUM OF 6" OF SOIL OVER GRID BEFORE ALLOWING MACHINERY ON THE REINFORCEMENT AREA.
4.6. GENERAL SOIL COMPACTION GUIDELINES: SITE EXCAVATION CONTRACTOR IS RESPONSIBLE FOR THE METHODS AND RESULTS OF THE COMPACTION PROCESS. THE FOLLOWING IS A SUGGESTED METHOD OF INSTALLATION.
4.6.1. PLACE SOIL IN MAXIMUM 8" LOOSE LIFT THICKNESS AND COMPACT TO 95% OF THE MAXIMUM DRY DENSITY IN ACCORDANCE WITH ASTM D-698, STANDARD PROCTOR. USE ONLY HAND OPERATED ROLLER OR PLATE COMPACTORS WITHIN 5' OF THE BACK OF WALLS FOR LESS THAN 15' HIGH AND WITHIN 10' OF WALLS GREATER THAN 15' HIGH FOLLOW CONTRACT DOCUMENT COMPACTION SPECIFICATION.
4.7. LAY SUCCESSIVE COURSES OF BLOCK AND LAYERS OF GEOGRID ACCORDING TO PLANS AND PROFILE ELEVATIONS.
4.8. NOTIFY ENGINEER IMMEDIATELY IF ACTUAL SITE GRADES/CONTOURS DIFFER BY MORE THAN 1'-0" FROM THOSE INDICATED ON THESE SITE PLANS. VERTICAL AND HORIZONTAL DIMENSIONS AND THIS SPECIFIC WALL(S) DESIGN IS BASED UPON APPROXIMATE SITE GRADES TAKEN FROM SITE PLANS PREPARED BY OTHERS. IT IS COMMON FOR ACTUAL GRADES TO DIFFER FROM THOSE AS REPRESENTED BY CONTOURS OR SPOT GRADES SHOWN ON SITE DESIGN PLANS. VARIATIONS OF MORE THAN 1'-0" WILL EFFECT THE DESIGN OF THIS WALL (SEE NOTE #1.2).
4.9. ALL SOIL TESTING TO FOLLOW CONTRACT SPECIFICATIONS. PROVIDE SEIVE ANALYSIS, SHEAR TEST, AND COMPACTION TEST REPORTS TO ASSOCIATED DESIGN PARTNERS INC, AND THE OWNER.

PROJECT SPECIFIC DESIGN VALUES

DETAIL REFERENCE LETTER	DESIGN VALUES DESCRIPTION	E/P A/C	VALUE	UNITS	CONSTRUCTION COMPLIANCE CONFIRMED
NS	NATIVE SOIL SUBGRADE ALLOWABLE BEARING CAPACITY	E/A	2000	P.S.F.	
	NATIVE SOIL SUBGRADE INTERNAL FRICTION ANGLE	E/A	28°	DEGREES	
	NATIVE SOIL SUBGRADE UNIT WEIGHT TOTAL ±5 P.C.F.	E/A	120	P.C.F.	
	NATIVE SOIL SUBGRADE COHESION	E/A	N/A	P.C.F.	
R	REINFORCED FILL MATERIAL INTERNAL FRICTION ANGLE	P	32	DEGREES	
	REINFORCED FILL MATERIAL UNIT WEIGHT TOTAL ±5 P.C.F.	P	130	P.C.F.	
	REINFORCED FILL MATERIAL MAXIMUM PARTICLE SIZE	P	4	INCHES	
	REINFORCED FILL MATERIAL MAXIMUM FINES PASSING 200 SIEVE	P	0-7	PERCENT	
BF	UNREINFORCED BACKFILL MATERIAL INTERNAL FRICTION ANGLE	P	30	DEGREES	
	UNREINFORCED BACKFILL UNIT WEIGHT	P	130	P.C.F.	
	UNREINFORCED BACKFILL MATERIAL MAXIMUM PARTIAL SIZE	P	6	INCHES	
CS	CRUSHED STONE UNIT FILL MEDIAN PARTICLE SIZE	P	3/4	INCHES	MDOT 703.12
	TOP OF WALL MAXIMUM BACKSLOPE ANGLE	P	5	DEGREES	
FB	FACE BATTER	P	7	DEGREES	
K	SIZE / TYPE OF UNITS	P	HIGHLAND	BLOCK	

LEGEND
E - EXISTING CONDITION OR VALUE
P - PROPOSED CONDITION OR VALUE
A - ASSUMED VALUE BASED UPON ANTICIPATED SITE CONDITIONS
D - DERIVED VALUE GIVEN BY OTHERS BASED UPON EXPLORATION, TESTING, OR OBSERVATION
PCF - POUNDS PER CUBIC FOOT
PSF - POUNDS PER SQUARE FOOT



**ASSOCIATED DESIGN
PARTNERS INC.**

Office: (207) 878-1751
Fax: (207) 878-1788
E-Mail: adp@adpengineering.com

THIS DRAWING, DESIGN AND ELECTRONIC FILE ARE THE PROPERTY OF ASSOCIATED DESIGN PARTNERS, INC. THE REPRODUCTION, COPYING OR ANY OTHER USE OF THIS DOCUMENT WITHOUT WRITTEN CONSENT IS PROHIBITED.

PROJECT: **CASCO TOWN BEACH, MSE**

CASCO, ME
FOR: GENEST CONCRETE

SHEET TITLE:
**ANCHOR WALL SECTION, DESIGN VALUES
CONSTRUCTION NOTES, & DETAILS**

REVISIONS	DESCRIPTION	DATE	BY	No.

DATE : 9-29-21
SCALE : AS NOTED
DESIGN BY: ASW
DRAWN BY: RSC
FILE #: 21291-RT.DWG
PROJECT NUMBER:
21291
SHEET NO:
RT1

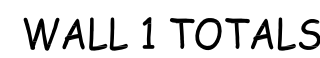


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E-Mail: adp@adpengineering.com

PROJECT: **CASCO TOWN BEACH, MSE**
CASCO, ME
FOR: GENEST CONCRETE

SHEET TITLE:

DATE : 9-29-21
SCALE : AS NOTED
DESIGN BY: ASW
DRAWN BY: RSC
FILE #: 21291-RT.DWG
PROJECT NUMBER: 21291
SHEET NO: RT2



PARTIAL SITE PLAN
SCALE: 1"=20'-0"

PARTIAL SITE PLAN EXTRACTED FROM PDF FILES
PROVIDED BY MORSE ENVIRONMENTAL CONSULTING,
LLC, TOWN OF CASCO TOWN BEACH IMPROVEMENT
OVERVIEW PLAN, DATED 09/15/21. PLAN ASSUMED
TO BE MOST CURRENT. ADP DOES NOT WARRANT,
GUARANTEE, OR REPRESENT IN ANY WAY THAT THIS
SITE PLAN, PREPARED AND PROVIDED BY OTHERS, IS
CORRECT OR ACCURATE. CONTRACTOR SHALL FIELD
VERIFY EXISTING GRADES AND CONDITIONS SHOWN ON
THIS PLAN PRIOR TO START OF CONSTRUCTION.
CONTACT ASSOCIATED DESIGN PARTNERS, INC. IF
DISCREPANCIES ARE ENCOUNTERED.



MSE CALCULATIONS SHOP DRAWING SUBMITTAL
FOR
CASCO TOWN BEACH
MSE RETAINING WALL
CASCO, ME

SUBMITTED ON September 28, 2021

BY

Genest Concrete

45 Enterprise Dr

Windham, ME

207-892-2100

Contact: John Jacques

PREPARED BY:

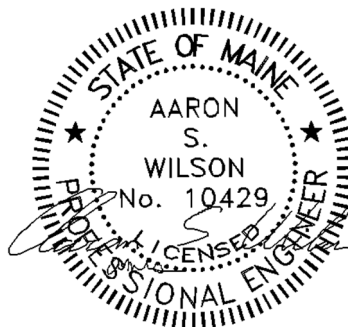
ASSOCIATED DESIGN PARTNERS INC.

80 LEIGHTON ROAD

FALMOUTH, MAINE 04105

(207) 878-1751 FAX (207) 878-1788

ADP# 21291



CALCULATIONS

CASCO TOWN BEACH ANCHOR DIAMOND PRO MSE RETAINING WALL CASCO, MAINE

- THESE CALCULATIONS ARE PROVIDED FOR AN "ANCHOR WALL SYSTEMS" MECHANICALLY STABILIZED EARTH RETAINING STRUCTURE FOR THE ABOVE REFERENCED PROJECT. THE ATTACHED ANALYSIS IS BASED UPON THE SITE CIVIL CONTRACT DOCUMENTS. SHOULD ANY VARIATIONS OR DISCREPANCIES IN THOSE DOCUMENTS BE IN EXISTENCE, OUR CALCULATIONS AND SUBMITTAL MAY CHANGE ACCORDINGLY. ASSOCIATED DESIGN PARTNERS, INC. MAKES NO CERTIFICATION TO THE ACCURACY OR COMPLETENESS OF CONTRACT DOCUMENTS PROVIDED BY OTHERS. PRESENTATION OF THIS SUBMITTAL IN NO WAY IMPLIES ACCEPTABILITY OR ADEQUACY OF THE COMPONENTS OR SYSTEMS USED WITHIN THE OVERALL STRUCTURE FOR PERFORMANCE OR CAPACITY OTHER THAN THAT, WHICH IS SPECIFICALLY REPRESENTED ON THE DRAWINGS AND CALCULATIONS HEREIN.
- THE WALL HAS BEEN DESIGNED FOR SUPPORT OF A UNIFORMLY DISTRIBUTED LIVE LOAD SURCHARGE OF 250PSF AT SIDEWALK AREAS ABOVE THE WALLS.
- FORCES ASSOCIATED WITH SNOW REMOVAL OPERATIONS ARE OUTSIDE THE SCOPE THIS WALL DESIGN.
- THE ATTACHED COMPUTER CALCULATIONS ARE BASED UPON THE MODIFIED COULOMB METHOD WITH SEISMIC PROVISIONS CONSIDERED. THIS ANALYSIS ASSUMES $A = 0.08$
- THIS ANALYSIS PROVIDES REASONABLE RESULTS FOR THE WALL DESIGN SCENARIOS AND GEOMETRY DEPICTED ON THE CIVIL SITE CONTRACT DRAWINGS. WALL DISPLACEMENT ANALYSIS, GLOBAL INSTABILITY, AND SOIL LIQUIFACTION ASSOCIATED WITH SEISMIC ANALYSIS ARE BEYOND THE SCOPE OF THIS ANALYSIS.



AnchorWall®

7.0 SOFTWARE

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Project Design Inputs**Design Standard** National Concrete Masonry Association 3rd Edition**Minimum Factors of Safety****Conventional**

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.50	FSSL	Internal Sliding	1.50		
FSbc	Bearing Capacity	2.00	FSsc	Shear Capacity	1.50		
FSot	Overturning	1.50					

MultiDepth

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.50					
FSbc	Bearing Capacity	2.00					
FSSH	Interface Shear	1.50					
FSot	Overturning	1.50					

No Fines

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.50					
FSbc	Bearing Capacity	2.00					
FSot	Overturning	1.50					

Reinforced

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.50	FSSL	Internal Sliding	1.50	FScs	Connection Strength 1.50
FSbc	Bearing Capacity	2.00	FSpO	Pullout	1.50	FSsc	Facing Shear 1.50
FSct	Crest Toppling	1.50	FSto	Tensile Overstress	1.50		
FSot	Overturning	1.50					

Seismic**Conventional**

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.10	FSSL	Internal Sliding	1.10		
FSbc	Bearing Capacity	1.10	FSsc	Shear Capacity	1.10		
FSot	Overturning	1.10					

MultiDepth

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.10					
FSbc	Bearing Capacity	1.10					
FSSH	Interface Shear	1.50					
FSot	Overturning	1.10					

No Fines

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.10					
FSbc	Bearing Capacity	1.50					
FSot	Overturning	1.10					

Reinforced

External		Value	Internal		Value	Facing	Value
FSSL	Base Sliding	1.10	FSSL	Internal Sliding	1.10	FScs	Connection Strength 1.10
FSbc	Bearing Capacity	1.50	FSpO	Pullout	1.10	FSsc	Facing Shear 1.10
FSct	Crest Toppling	1.10	FSto	Tensile Overstress	1.10		
FSot	Overturning	1.50					

Design Factors

Term	Description	Minimum (as appl.)	Maximum (as appl.)
RC	Reinforced coverage ratio	1.00	0.00

Selected Facing Unit

Licenser/Product Line:	Anchor Wall Systems, Inc.		
Name:	Highland Stone		
Facing Height	Hu	0.50 ft	
Facing Width	Lu	1.50 ft	
Facing Depth	Wu	1.00 ft	
Facing Weight	Xu	120 lb/ft ³	
Center of Gravity	Gu	0.50 ft	
Setback	Δu	0.09 ft	
Batter	ω	10.60 °	
Cap Height	Hcu	0.25 ft	
Initial Shear Capacity	au	584.01 lb/ft	
Apparent Shear Angle	λu	46.00 °	
Maximum Shear Capacity	Vu(max)	2150.01 lb/ft	

Selected Reinforcement Types**Reinforcements**

SF35 - Synteen Geogrid SF35		Supplier: Synteen Technical Fabrics, Inc., Fill Type: Clays and Silts					
Tult	3,436.09 lb/ft	RFcr	1.54	RFd	1.10	LTDS	1,878.14 lb/ft
RFid	1.08	Cds	0.80	Ci	0.80		

Connection/Shear Properties

acs1	410.00 lb/ft	IP-1	2,000.00 lb/ft	acs2	658.00 lb/ft	IP-2	2,000.00 lb/ft
acs max	916.00 lb/ft	au	584.00 lb/ft	λu	46.00 lb/ft	Vu(max)	2,150.00 lb/ft

Selected Soil Types

Soil Zone	Soil Type	Friction Angle φ	In Situ	Cohesion Cf [lb/ft ²]
			Density γ [lb/ft ³]	
Infill (i)	SW	32°	130.00	n/a
Retained (r)	SW	30°	125.00	n/a
Foundation (f)	SC	28°	120.00	0.00
Base (b)	GW	34°	105.00	n/a
Drainage (d)	GP	38°	125.00	n/a

Soil Glossary

CH:	Inorganic clays, high plasticity
CL:	Inorganic clays, low to medium plasticity, gravelly, sandy, silty, lean clays
GC:	Clayey gravels, poorly graded gravel-sand-clay mixtures
GM:	Silty gravels, poorly graded gravel-sand-silt mixtures
GP:	1/2"-3/4" clean crushed stone or crushed gravel
GW:	Well-graded gravels, gravel-sand. Little or no fines.
MH:	Inorganic clayey silts, elastic silts
ML:	Inorganic silts, very fine sands, silty or clayey, slight plasticity
SC:	Clayey sands, poorly graded sand-clay mixtures
SM:	Silty sands, poorly graded sand-silt mixtures
SP:	Poorly-graded sands, gravelly sands. Little or no fines.
SW:	Well-graded sands, gravelly sands. Little or no fines.

Section Geometry

Item 10.#

Reinforcement Details

Section	Course	Length [ft]	Area [ft²]	Reinforcement
1	3	4.00	45.00	SF35 - Synteen Geogrid SF35

Analysis Summary**Lowest Values - Reinforced****Static Analysis**

Test	Description	Section	Layer/ Course	Minimum Requirement	Result	Status
FSSl	Base Sliding	1		1.50	7.83	Pass
FSbc	Bearing Capacity	1		2.00	14.43	Pass
FSct	Crest Toppling	1	3	1.50	18.11	Pass
FSot	Overturning	1		1.50	37.91	Pass
FSSl	Internal Sliding	1	1	1.50	53.89	Pass
FSpO	Pullout	1	1	1.50	3.57	Pass
FSto	Tensile Overstress	1	1	1.50	22.35	Pass
FScs	Connection Strength	1	1	1.50	5.06	Pass
RsBottom	Max. multiple of Hu at bottom	1		0.0000	3.0000	Pass
RsTop	Max. multiple of Hu at top	1		0.0000	2.0000	Pass
La	Min. Anchorage Length	1		1.0000	2.1427	Pass
L/H Ratio	Min. L/H Ratio	1		0.6000	1.6000	Pass
L	Min. Reinforcement Length	1		4.0000	4.0000	Pass

Seismic Analysis

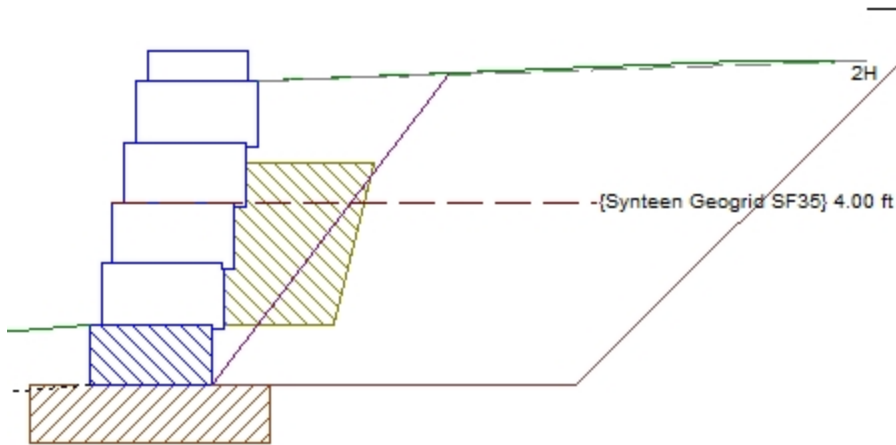
Test	Description	Section	Layer/ Course	Minimum Requirement	Result	Status
FSSl	Base Sliding	1		1.10	6.93	Pass
FSbc	Bearing Capacity	1		1.50	14.42	Pass
FSct	Crest Toppling	1	3	1.10	6.64	Pass
FSot	Overturning	1		1.50	31.90	Pass
FSSl	Internal Sliding	1	1	1.10	43.22	Pass
FSpO	Pullout	1	1	1.10	2.07	Pass
FSto	Tensile Overstress	1	1	1.10	20.00	Pass
FScs	Connection Strength	1	1	1.10	2.94	Pass

Below Standard Values

None

Section 1 Details

Section 1 Cross-section



Section 1 Cross-section Details

Upper Slope Angle	β	2.50 °
Crest Offset		4.00 ft
Live Load	ql	5 lb/ft ²
Live Offset	qlofs	250.00 ft
Dead Load	qd	0 lb/ft ²
Dead Offset	qdofs	0.00 ft
Peak Acceleration	As	0.08
Top of Section		2.75 ft
Bottom Grade		0.50 ft
Base of Section		0.00 ft
Design Height	H	2.50 ft
Embedment Depth	Hemb	0.50 ft

* Analysis includes Vertical Forces

* Embedment is included in Bearing Capacity

Empirical Checks

Check	Description	Min. Requirement	Result	Status
Hemb	Minimum Embedment %	10.0000	25.0000	Pass
L	Min. Reinforcement Length	4.0000	4.0000	Pass
L/H Ratio	Min. L/H Ratio	0.6000	1.6000	Pass
La	Min. Anchorage Length	1.0000	2.1427	Pass
MinHemb	Minimum Embedment	6.0000	6.0000	Pass
RsBottom	Max. multiple of Hu at bottom	0.0000	3.0000	Pass
RsTop	Max. multiple of Hu at top	0.0000	2.0000	Pass

External Checks

Static

Check	Description	Min. Requirement	Result	Status
FSbc	Bearing Capacity	2.00	14.43	Pass
FSct	Crest Toppling	1.50	18.11	Pass
FSot	Overturning	1.50	37.91	Pass
Fssl	Base Sliding	1.50	7.83	Pass

Seismic

FSbc	Bearing Capacity	1.50	14.42	Pass
FSct	Crest Toppling	1.10	6.64	Pass
FSot	Overturning	1.50	31.90	Pass
Fssl	Base Sliding	1.10	6.93	Pass

Internal and Local Checks

Static

Layer	Elevation (ft)	FSCs	FSpO	FSsl	FSto
1	1.50	5.06	3.57	53.89	22.35

Seismic

Layer	Elevation (ft)	FSCs	FSpO	FSsl	FSto
1	1.50	2.94	2.07	43.22	20.00

Static Calculations**General Equations**

Elevation of influence of live load	Eqlinfl	0.00 ft	Eq. 7-93
Elevation of influence of dead load	Eqdinfl	2.50 ft	Eq. 7-94
External interface friction angle	δ_e	30.00 °	Eq. 7-2
Internal interface friction angle	δ_i	21.33 °	Eq. 7-44
External failure plane	α_e	50.68 °	Eq. 5-5
Internal failure plane	α_i	52.81 °	Eq. 7-50
Width of reinforced zone	L'	3.00 ft	Eq. 7-3
Increase in width of reinforced zone due to β	L"	0.02 ft	Eq. 7-4
Increase in height due to backslope	h	0.13 ft	Eq. 7-5
Increase in height due to backslope at L β	hmax	0.25 ft	Eq. 7-6
Maximum height of slope influence	hmaxint	0.22 ft	Eq. 7-45
Increase in height due to backslope	hs	0.17 ft	Eq. 7-7
Equivalent slope at back of rein. zone	β_{ext}	0.93 °	Eq. 7-9
Height of back of wall for ext. stability	Hext	2.63 ft	Eq. 7-10
Horizontal width of rein. zone at backslope	L β	3.02 ft	Eq. 7-11
External live load reduction factor	qlfactor	1.000	Eq.
External dead load reduction factor	qdfactor	1.000	Eq.
External active earth pressure	Kaext	0.226	Eq. 7-1
Internal active earth pressure	Kaint	0.211	Eq. 7-43
Height above rein. area at int. failure plane	hint	0.06 ft	Eq. 7-26
Horz. influence distance	dint	1.48 ft	Eq. 7-27
Distance dead load applied for broken back	L β qd	3.02 ft	Eq. 7-29
Earth pressure from soil weight	Ps	97.67 lb/ft	Eq. 7-12
Force of uniform surcharge	Pq	0.00 lb/ft	Eq. 7-13
Horz. component of Ps	PsH	92.13 lb/ft	Eq. 7-14
Horz. force of dead load surcharge	PqdH	0.00 lb/ft	Eq. 7-15
Horz. force of live load surcharge	PqlH	0.00 lb/ft	Eq. 7-16
Horz. component of active earth force	PaH	92.13 lb/ft	Eq. 7-17
Resisting moment arm for PsH	Ys	0.88 ft	Eq. 7-18
Resisting moment arm for PqH	Yq	1.32 ft	Eq. 7-19
Vert. component of Ps	PsV	32.44 lb/ft	Eq. 7-20
Vert. force of dead load surcharge	PqdV	0.00 lb/ft	Eq. 7-21
Vert. force of live load surcharge	PqlV	0.00 lb/ft	Eq. 7-22
Vert. component of active earth force	PaV	32.44 lb/ft	Eq. 7-23
Resisting moment arm for PsV	Xs	4.16 ft	Eq. 7-24
Resisting moment arm for PqV	Xq	4.25 ft	Eq. 7-25

Base Sliding

Dead load over reinforced zone	WGTDl	0.00 lb/ft	Eq.
Weight of reinforced mass	Wri	1300.00 lb/ft	Eq. 7-30
Weight of soil above wall	Wr β	24.81 lb/ft	Eq. 7-31
Base sliding resistance	Rs	721.66 lb/ft	Eq. 7-32
Base sliding	FSsl	7.833	Eq. 7-33

Overturning

Dead load over reinforced zone	WGTDl	0.00 lb/ft	Eq.
Weight of reinforced mass	Wri	1300.00 lb/ft	Eq. 7-30
Weight of soil above wall	Wr β	24.81 lb/ft	Eq. 7-31
Resisting moment arm for rein. zone	Xri	2.19 ft	Eq. 7-35
Resisting moment arm for surcharge	Xq β	2.98 ft	Eq. 7-37
Resisting moment arm in top slope	Xr β	3.47 ft	Eq. 7-36B
Resisting moment	Mr	3064.42 lb	Eq. 7-34
Driving moment	Mo	80.84 lb	Eq. 7-38
Overturning	FSot	37.909	Eq. 7-39

Bearing Capacity

Equivalent bearing area	B	4.00 ft	Eq. 7-40
Eccentricity of bearing force	e	0.00 ft	Eq. 7-41
Applied bearing pressure	Qa	339.31 lb/ft ²	Eq. 7-42
Ultimate bearing pressure	Qult	4895.26 lb/ft ²	Eq. 12-10
Bearing capacity	FSbc	14.427	Eq. 12-11

Tensile Overstress

Layer/ Course	Elevation (ft)	LTDS (lb/ft) [2-3]	Acn (ft) [7-54..57]	Dn (ft) [7-58..60]	Fgn (lb/ft) [7-61]
3	1.50	1878.14	2.50	1.25	84.02

Layer/ Course	Elevation (ft)	FSto [7-62]	qdfn []	qlfn []
3	1.50	22.354	1.000	1.000

Pullout

Layer/ Course	Elevation (ft)	Fgn (lb/ft) [7-61]	ACn (lb/ft) [7-63]	La (ft) [7-64]	dn (ft) [7-65]
3	1.50	84.02	299.72	2.14	1.08

Layer/ Course	Elevation (ft)	FSpO [7-66]
3	1.50	3.567

Internal Sliding

Layer/ Course	Elevation (ft)	PsH (lb/ft) [7-67]	PqdH (lb/ft) [7-68]	PqIH (lb/ft) [7-69]	PsV (lb/ft) [7-70]
3	1.50	17.05	0.00	0.00	6.00

Layer/ Course	Elevation (ft)	PqdV (lb/ft) [7-71]	PqIV (lb/ft) [7-72]	PaH (lb/ft) [7-73]	PaV (lb/ft) [7-74]
3	1.50	0.00	0.00	17.05	6.00

Layer/ Course	Elevation (ft)	R's (lb/ft) [7-75]	W'ri (lb/ft) [7-76]	Vu (lb/ft) [7-77]	FSsl [7-78]
3	1.50	210.36	390.00	708.26	53.888

Connection Strength

Layer/ Course	Elevation (ft)	Fgn (lb/ft) [7-61]	Fgconn (lb/ft) [7-61X]	Tconn (lb/ft) [7-79]	FSCs [7-80]
3	1.50	84.02	84.02	424.88	5.057

Crest Toppling

Height from top layer to grade	H _z	1.00 ft	Eq.
Horz. component of Ps	PsH	14.67 lb/ft	Eq. 7-83
Uniform surcharge	PqH	0.00 lb/ft	Eq. 7-84
Vert. component of Ps	PsV	2.78 lb/ft	Eq. 7-85
Vert. force from dead load surcharge	PqdV	0.00 lb/ft	Eq. 7-86
Vert. force from live load surcharge	PqIV	0.00 lb/ft	Eq. 7-87
Resisting moment arm	X _w	0.57 ft	Eq. 7-90
Resisting moment	Mr	88.52 lb	Eq. 7-89
Overtopping moment	Mo	4.89 lb	Eq. 7-91
Crest toppling	FSct	18.108	Eq. 7-88

Seismic Calculations

General Equations

Seismic inertial angle	θ_{int}	6.25 °	Eq. 9-3,4
Internal horz. acceleration coefficient	k_{hint}	0.110	Eq. 9-22,23
External horz. acceleration coefficient	k_{hext}	0.024	Eq. 9-24,25
External seismic inertial angle	θ_{ext}	1.37 °	Eq. 9-27
Seismic active earth pressure coefficient	K_{aEext}	0.240	Eq. 9-48
Seismic active earth pressure coefficient	K_{aEint}	0.280	Eq. 9-81
Dynamic active earth pressure coefficient	ΔK_{Dyn}	0.015	Eq. 9-9
Horz. component of earth pressure coefficient	K_{aH}	0.213	Eq. 9-10
Vert. component of earth pressure coefficient	K_{aV}	0.075	Eq. 9-13
Horz. component of P_s	P_{sH}	92.13 lb/ft	Eq. 9-16
Vert. component of P_s	P_{sV}	32.44 lb/ft	Eq. 9-19
Horz. total seismic earth pressure coefficient	K_{aEHext}	0.227	Eq. 9-50
Horz. seismic earth pressure coefficient increment	ΔK_{DynH}	0.014	Eq. 9-51
Horz. Static + Seismic component	P_{aEH}	98.15 lb/ft	Eq. 9-52
Horz. Seismic component increment	ΔP_{DynH}	6.02 lb/ft	Eq. 9-53
Horz. static + 50% seismic total	P_{aEHext}	95.14 lb/ft	Eq. 9-54
Vert. total seismic earth pressure coefficient	K_{aEVext}	0.080	Eq. 9-55
Vert. seismic earth pressure coefficient increment	ΔK_{DynV}	0.005	Eq. 9-56
Vert. Static + Seismic component	P_{aEV}	34.56 lb/ft	Eq. 9-57
Vert. Seismic component increment	ΔP_{DynV}	2.12 lb/ft	Eq. 9-58
Vert. static + 50% seismic total	P_{aEVext}	33.50 lb/ft	Eq. 9-59
Weight of reduced width reinforced mass	W'_i	81.25 lb/ft	Eq. 9-61
Reduced width reinforced zone	$L'0.5H$	0.00 ft	Eq. 9-62
Reduced height reinforced zone	h'	0.01 ft	Eq. 9-63
Weight of top slope for reduced rein. mass	$W'\beta$	0.17 lb/ft	Eq. 9-64,69
Reduced distance for $W_r\beta$	$Y'\beta$	2.50 ft	Eq. 9-70
Horz. inertial force	P_{IR}	9.12 lb/ft	Eq. 9-60

Base Sliding

Base sliding resistance	R_{swdyn}	722.23 lb/ft	Eq. 9-71
Seismic base sliding	F_{Ssl}	6.927	Eq. 9-72

Overturning

Total driving moment	$M'\beta$	0.13 lb/ft	Eq. 9-75
Inertial moment	h_{IR}	1.25 ft	Eq. 9-76
Resisting moment	M_r	3068.92 lb	Eq. 9-73
Driving moment	M_o	96.21 lb	Eq. 9-74
Seismic overturning	F_{Sot}	31.899	Eq. 9-77

Bearing Capacity

Eccentricity of bearing force	e	0.00 ft	Eq. 9-78
Applied bearing stress at leveling pad	B	4.00 ft	Eq. 9-79
Applied bearing pressure	Q_a	339.58 lb/ft ²	Eq. 9-80
Ultimate bearing pressure	Q_{ult}	4895.26 lb/ft ²	Eq. 12-10
Bearing capacity	F_{Sbc}	14.416	Eq. 12-11

Tensile Overstress

Layer/ Course	Elevation (ft)	F_{in} (lb/ft) [9-84]	F_{dyn} (lb/ft) [9-87]	F_{Sto} [9-88]	LTDS (lb/ft) [9-89]
3	1.50	144.65	27.75	19.996	2892.33

Pullout

Layer/ Course	Elevation (ft)	AC_n (lb/ft) [7-63]	F_{in} (lb/ft) [9-84]	F_{Spo} [9-90]
3	1.50	299.72	144.65	2.072

Internal Sliding

Layer/ Course	Elevation (ft)	ΔP_{DynH} (lb/ft) [9-91]	ΔP_{DynV} (lb/ft) [9-92]	R'_{swdyn} (lb/ft) [9-93]	ΔP_{IR} (lb/ft) [9-94]
3	1.50	1.11	0.39	210.46	3.65

Layer/ Course	Elevation (ft)	ΔW_w (lb/ft) [9-95]	ΔW_i (lb/ft) [9-96]	FSsl [9-97]
3	1.50	120.00	32.50	43.222

Connection Strength

Layer/ Course	Elevation (ft)	Fgconn (lb/ft) [7-61X]	Tconn (lb/ft) [7-79]	Fin (lb/ft) [9-84]	FScs [9-98]
3	1.50	144.65	424.88	144.65	2.937

Crest Toppling

Height from top layer to grade	H _z	1.00 ft	Eq.
Horz. total earth force	ΔP_{DynH}	0.00 lb/ft	Eq. 9-99
Vert. total earth force	ΔP_{DynV}	0.18 lb/ft	Eq. 9-100
Resisting moment	M _r	88.62 lb	Eq. 9-101
Driving moment	M _o	13.35 lb	Eq. 9-102
Overturning	F _{Sct}	6.637	Eq. 9-103

Attachment 7- Construction Plan

The following steps are proposed for construction:

- 1) Install proper erosion control BMP
- 2) Remove fencing to allow excavation equipment access to the project area
- 3) Excavate soil in accordance with the plans
- 4) Install retaining wall and complete finish grading
- 5) Place ~~6" washed sand~~ onto high-intensity beach area Rev: 4" loam & grass sod
- 6) Prepare regraded areas for sod placement and install sod
- 7) Remove excavating equipment from site
- 8) Reinstall protective fencing

Attachment 8- Erosion Control Plan

Project construction will occur up to, but not below the NHWL of Pleasant Lake. Two rows of silt fence will be installed at the toe of the construction site following the same grade elevation. For areas not being actively worked for more than 7 days, and prior to expected rainfall, hay or straw will be applied at a minimum rate of 2 bales per 1000 square feet of disturbed area for temporary stabilization. Actively worked disturbed areas and material stockpiles will be mulched prior to a predicted rain event at the same minimum rate as described above.

Silt fencing will be installed and maintained according to specifications. Any accumulated silt or sediment will be carefully removed from the silt fence after a rain event, and the silt fence will be inspected to ensure that it will continue to function properly.

Permanent stabilization of the sloped grass areas will be accomplished by the placement of grass sod over suitably prepared topsoil. Silt fence will remain in place and will be maintained until it is determined that the sod has sufficiently taken root. During a typical growing season, allow a minimum of 3 weeks for sod to take root into the topsoil. Additional mulch will be applied to the picnic area portion of the facility to ensure continued soil stability.

Attachment 9- Site Condition Report

Does not apply- no direct impacts to a freshwater wetland, great pond, or other protected natural resource

Notice of Intent to File

08/08

PUBLIC NOTICE FILING AND CERTIFICATION

Department Rules, Chapter 2, require an applicant to provide public notice for all Tier 2, Tier 3 and individual Natural Resources Protect Act projects. In the notice, the applicant must describe the proposed activity and where it is located. **“Abutter”** for the purposes of the notice provision means any person who owns property that is BOTH (1) adjoining and (2) within one mile of the delineated project boundary, including owners of property directly across a public or private right of way.

1. **Newspaper:** You must publish the Notice of Intent to File in a newspaper circulated in the area where the activity is located. The notice must appear in the newspaper within 30 days prior to the filing of the application with the Department. You may use the attached Notice of Intent to File form, or one containing identical information, for newspaper publication and certified mailing.
2. **Abutting Property Owners:** You must send a copy of the Notice of Intent to File by certified mail to the owners of the property abutting the activity. Their names and addresses can be obtained from the town tax maps or local officials. They must receive notice within 30 days prior to the filing of the application with the Department.
3. **Municipal Office:** You must send a copy of the Notice of Intent to File and a **duplicate of the entire application** to the Municipal Office.

ATTACH a list of the names and addresses of the owners of abutting property.

CERTIFICATION

By signing below, the applicant or authorized agent certifies that:

1. A Notice of Intent to File was published in a newspaper circulated in the area where the project site is located within 30 days prior to filing the application;
2. A certified mailing of the Notice of Intent to File was sent to all abutters within 30 days of the filing of the application;
3. A certified mailing of the Notice of Intent to File, and a duplicate copy of the application was sent to the town office of the municipality in which the project is located; and (completed application to be mailed 11/29/21)
4. Provided notice of and held a public informational meeting, if required, in accordance with Chapter 2, Rules Concerning the Processing of Applications, Section 13, prior to filing the application. Notice of the meeting was sent by certified mail to abutters and to the town office of the municipality in which the project is located at least ten days prior to the meeting. Notice of the meeting was also published once in a newspaper circulated in the area where the project site is located at least seven days prior to the meeting.

The Public Informational Meeting was held on _____.
Date

Approximately _____ members of the public attended the Public Informational Meeting.

Michael J. Morse

November 24, 2021

Signature of Applicant or authorized agent

Date

(blue)

**PUBLIC NOTICE:
NOTICE OF INTENT TO FILE**

Please take notice that the Town of Casco, Town Office, 635 Meadow Road, Casco, Maine (207-627-4515), is intending to file a Natural Resources Protection Act permit application with the Maine Department of Environmental Protection pursuant to the provisions of 38 M.R.S. §§480-A thru 480-BB on or about November 30, 2021. The application is for erosion mitigation and facility improvements at the Town's public beach located at the southerly end of Pleasant Lake, 18 Mayberry Hill Road, Casco, Maine.

You have received this notification because you own property abutting the project location, according to property assessment records maintained by the Town of Casco.

A request for a public hearing or a request that the Board of Environmental Protection assume jurisdiction over this application must be received by the Department in writing, no later than 20 days after the application is found by the Department to be complete and is accepted for processing. A public hearing may or may not be held at the discretion of the Commissioner or Board of Environmental Protection. Public comment on the application will be accepted throughout the processing of the application.

The application will be filed for public inspection at the Department of Environmental Protection's office in Portland during normal working hours. A copy of the application may also be seen at the municipal offices in Casco, Maine.

Written public comments may be sent to the regional office in Portland, where the application is filed for public inspection: MDEP, Southern Maine Regional Office, 312 Canco Road, Portland, Maine 04103



Certificate of Mailing — Firm

Name and Address of Sender Mike Morse Morse Environmental Consulting, LLC 16 Liberty Road Falmouth, Maine 04105		TOTAL NO. of Pieces Listed by Sender 2	TOTAL NO. of Pieces Received at Post Office™ 2	Affix Stamp Here <i>Postmark with Date of Receipt.</i> 			
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		Postage	Fee	Special Handling	Parcel Airlift
1. Robert S. Spalding, Jr & Sharlene Spalding		P.O. Box 37 Casco, Maine 04015		 0000		U.S. POSTAGE PAID GRAY, ME 04039 NOV 18 21 AMOUNT \$1.65 R2304N118226-5	
2. Holly Beth Hancock		P.O. Box 148 Casco, Maine 04015		 0000		U.S. POSTAGE PAID GRAY, ME 04039 NOV 18 21 AMOUNT \$1.65 R2304N118226-5	
3.							
4.							
5.							
6.							

Item 10.#

NOTICE OF INTENT TO FILE Please take notice that the Town of Casco, Town Office, 635 Meadow Road, Casco, Maine (207-627-4515), is intending to file a Natural Resources Protection Act permit application with the Maine Department of Environmental Protection pursuant to the provisions of 38 M.R.S. 480-A thru 480-BB on or about November 30, 2021. The application is for erosion mitigation and facility improvements at the Town's public beach located at the southerly end of Pleasant Lake, 18 Mayberry Hill Road, Casco, Maine. A request for a public hearing or a request that the Board of Environmental Protection assume jurisdiction over this application must be received by the Department in writing, no later than 20 days after the application is found by the Department to be complete and is accepted for processing. A public hearing may or may not be held at the discretion of the Commissioner or Board of Environmental Protection. Public comment on the application will be accepted throughout the processing of the application. The application will be filed for public inspection at the Department of Environmental Protection's office in Portland during normal working hours. A copy of the application may also be seen at the municipal offices in Casco, Maine. Written public comments may be sent to the regional office in Portland, where the application is filed for public inspection: MDEP, Southern Maine Regional Office, 312 Canco Road, Portland, Maine 04103

(Portland Press Herald 11/19/2021)

APPENDIX A: MDEP VISUAL EVALUATION FIELD SURVEY CHECKLIST

(Natural Resources Protection Act, 38 M.R.S. §§ 480 A - Z)

Name of applicant: Town of Casco Phone: 207-627-4515

Application Type: Individual NRPA

Activity Type: (brief activity description) Erosion mitigation and facility improvements

Activity Location: Town: Casco County: Cumberland

GIS Coordinates, if known: _____

Date of Survey: 8/26/21 Observer: Mike Morse/Morse Env. Consult Phone: 207-558-0842

	Distance Between the Proposed Visibility Activity and Resource (in Miles)			
	0-¼	¼-1	1+	
1. Would the activity be visible from:				
A. A National Natural Landmark or other outstanding natural feature?	☐	☐	☐	
B. A State or National Wildlife Refuge, Sanctuary, or Preserve or a State Game Refuge?	☐	☐	☐	
C. A state or federal trail?	☐	☐	☐	
D. A public site or structure listed on the National Register of Historic Places?	☐	☐	☐	
E. A National or State Park?	☐	☐	☐	
F. 1) A municipal park or public open space?	☒	☐	☐	
2) A publicly owned land visited, in part, for the use, observation, enjoyment and appreciation of natural or man-made visual qualities?	☒	☐	☐	
3) A public resource, such as the Atlantic Ocean, a great pond or a navigable river?	☒	☐	☐	**Note: the activity is located at the public facility
2. What is the closest estimated distance to a similar activity?	☐	☐	☐	
3. What is the closest distance to a public facility intended for a similar use?	☒	☐	☐	
4. Is the visibility of the activity seasonal? (i.e., screened by summer foliage, but visible during other seasons)		☐ Yes	☒ No	
5. Are any of the resources checked in question 1 used by the public during the time of year during which the activity will be visible?		☒ Yes	☐ No	

A listing of National Natural Landmarks and other outstanding natural features in the State of Maine can be found at: www.nature.nps.gov/nnl/Registry/USA_map/states/Maine/maine.htm. In addition, unique natural areas are listed in the Maine Atlas and Gazetteer published by DeLorme.

(pink)

Proposal for a Comprehensive Branding & Visual Identity System

*Submitted by Courtney Walsh
For the Town of Casco, Maine*

Introduction

Casco is a place defined by its natural beauty, rich history, and strong sense of community. This rebrand goes beyond creating a logo — it's about telling Casco's story in a clear and inspiring way. A thoughtful visual identity will strengthen how we see ourselves, invite others to experience our town, and give us a cohesive look and feel that will serve us well for years to come.

As both a designer and a resident, my vision is to create a system that reflects where Casco has been, honors who we are today, and sets the stage for an even brighter future.

A Note from the Designer

Casco is more than where I live — it's the place I'm proud to call home. I believe in its potential, which is why I'm dedicating my skills and time to this project. This proposal reflects the true value of the work, not as an expense to the Town, but as a measure of the care and impact being invested.

Casco deserves a brand that represents more than just Casco Days. We are a community rooted in families, shaped by a long tradition of summer camps and seasonal visitors. With a cohesive identity, we can highlight what makes Casco unique and position ourselves as one of Maine's premier destinations for recreation and the outdoors. As the heart of the Lakes Region, we deserve to shine.

This identity will be built with intention, designed to foster pride, welcome visitors, and reflect the spirit of our community. The process will invite participation and create opportunities for connection. Even if resources are limited, I am committed to bringing this vision to life with creativity and heart. Thank you for trusting me with Casco's story.

Project Goals

- Define Casco's unique story, values, and personality
- Create a flexible, modern, and authentic visual identity system
- Ensure consistency across signage, print, digital, and environmental applications
- Foster pride and unity among residents
- Provide tools for Casco to market itself confidently to visitors, families, and businesses

Scope of Work (Phases)

Phase 1 – Discovery & Strategy

- Stakeholder interviews (town leadership, residents, businesses)
- Community brand workshop(s) to gather input
- Research: peer communities, tourism trends, Maine regional context
- Brand positioning document: Casco's brand values, narrative, and personality

Deliverable: Brand positioning & strategy report

Value: \$7,500 (est. 75 hrs)

Phase 2 – Visual Identity Development

- Design of primary logo and lockups (horizontal, vertical, icon mark)
- Alternate variations (1-color, reversed, simplified for small-scale use)
- Typography system (headline + body fonts)
- Comprehensive color palette with accessible pairings
- Supporting design elements (patterns, illustrations, textures)

Deliverable: Full logo suite + visual system

Value: \$12,000 (est. 100 hrs)

Phase 3 – Brand Guidelines & Toolkit

- Digital brand guidelines manual (usage, spacing, do's/don'ts, voice, and tone)
- Ready-to-use templates:
 - Letterhead + business cards
 - PowerPoint/Keynote deck
 - Social media graphics
 - Newsletter/email header
 - High-resolution files in all formats

Deliverable: Comprehensive brand toolkit

Value: \$8,000 (est. 70 hrs)

Phase 4 – Collateral & Environmental Design

- Wayfinding & signage mockups (welcome signs, directional signs, banners)
- Marketing collateral: brochures, rack cards, visitor maps
- Branded merchandise mockups (tote, mug, t-shirt)
- Website design support (homepage layout, style guide)

Deliverable: Environmental + marketing collateral package

Value: \$10,000 (est. 90 hrs)

Phase 5 – Launch & Community Engagement

- Create launch campaign
- Branded launch campaign materials (social media rollout, community event branding, press kit)
- Community presentation of the new identity (public event or digital reveal)

Deliverable: Launch plan + creative assets

Value: \$6,500 (est. 60 hrs)

Estimated Project Value

- **Total Professional Value:** \$44,000 (approx. 395 hrs @ avg \$110/hr)
 - A full-town visual identity from a professional agency could cost \$75,000–\$100,000 or more. By working directly with a local designer, Casco receives the same strategic and creative expertise, with the added value of local knowledge, care, and community connection.
- **Proposed Town Investment:** \$12,000
- **In-Kind Creative Donation:** I am committed to bringing this project to life for Casco, regardless of budget availability. This proposal outlines the *true worth* of the work, so the Town understands the depth of what is being delivered.

Timeline

- Discovery & Strategy: 4–6 weeks
- Visual Identity Development: 6–8 weeks
- Brand Guidelines & Toolkit: 4–6 weeks
- Collateral & Environmental Design: 6 weeks
- Launch & Engagement: 4 weeks

Total Duration: ~6–7 months (phased rollout possible)

Why Invest in Branding?

- **Tourism & Economic Growth:** Strong branding attracts visitors and small businesses.
- **Community Pride:** A shared identity fosters belonging and civic pride.
- **Consistency & Efficiency:** A visual system saves time and money for years to come.
- **Longevity:** A well-built identity lasts 15–20 years, paying dividends far beyond the initial investment.

Next Steps

If approved, we will begin with **Phase 1 (Discovery & Strategy)** to ground the identity in authentic community values. From there, we will proceed phase by phase, building a brand that Casco can be proud of.

Request for Proposals (RFP)

Planning Services for Zoning Rewrite in Village Districts

Town of Casco, Maine

Issue Date: October 7, 2025

Proposal Due Date: November 4, 2025

I. Introduction

The Town of Casco, Maine is seeking proposals from qualified planning consultants to assist in rewriting zoning for designated Village Districts identified as *P1 priority areas* in the Town's Comprehensive Plan. The focus areas include Casco Village, South Casco Village, and Webbs Mills.

The purpose of this project is to update zoning ordinances to align with the Comprehensive Plan, preserve village character, encourage appropriate economic development, and guide future growth in a manner consistent with community values.

II. Scope of Services

The consultant shall provide professional planning services including, but not limited to:

1. Zoning Ordinance Rewrite

- Review existing zoning provisions and recommend updates for Casco Village, South Casco Village, and Webbs Mills.
- Draft zoning amendments in collaboration with Town staff, the Selectboard, and the designated Town work group.
- Ensure compliance with Maine state statutes and consistency with the Comprehensive Plan.

2. Community Engagement

- Facilitate at least one community meeting in each village (Casco Village, South Casco Village, and Webbs Mills).
- Present drafts and revisions in public forums, gather feedback, and incorporate input into the final ordinance.

- Facilitate a town-wide community forum once final draft of ordinance is completed.

3. Collaboration with Town Leadership

- Work directly with Town Staff, the Selectboard, and the Town work group throughout the process.
- Provide clear written and verbal updates at key milestones.

4. Final Deliverables

- Proposed zoning ordinance changes ready for review and adoption.
- Supporting documentation including public engagement summaries, technical memos, and a final report of recommendations.

III. Project Timeline

The Town anticipates this project will be completed within **six to eight months** from the date of contract award. A general schedule is as follows (subject to refinement with the selected consultant):

- **Month 1** – Project kickoff; review of existing zoning; initial meetings with staff and Work Group
- **Months 2–3** – Development of preliminary zoning concepts; community forums in Casco Village, Webbs Mills, and South Casco Village
- **Months 4–5** – Preparation of draft zoning amendments; presentation to Planning Board and Work Group for review
- **Month 6** – Final revisions to zoning language; presentation to Selectboard
- **Month 7–8 (if needed)** – Public hearings and adoption process support

IV. Community Profile & Demographics

The Town of Casco is a rural community located in Cumberland County, Maine, with a population of approximately 3,800 residents. Casco covers 36 square miles and is known for its natural beauty, access to multiple lakes (including Sebago Lake), and strong sense of community. The Town experiences significant seasonal population increases due to tourism, recreation, and second-home ownership.

Casco's economy is a blend of small businesses, local services, recreation-based enterprises, and traditional rural uses. The three villages—Casco Village, South Casco Village, and Webbs Mills—are historic centers that serve as focal points for community identity, commercial activity, and civic life.

V. Village Areas & Comprehensive Plan Alignment

Casco Village

Casco Village is the historic center of the community, containing civic institutions such as the Town Office, Casco Library, public parks, and small businesses. The Comprehensive Plan identifies Casco Village as a **P1 priority area** due to its role as the Town's traditional hub for government, cultural, and social activities. The plan emphasizes the importance of maintaining its walkable village character, protecting historic structures, and guiding future development to strengthen its role as the Town's civic heart.

South Casco Village

Located along Route 302, South Casco Village serves as the community's most active commercial corridor, with small businesses, service providers, and retail uses. It also provides access to Sebago Lake and experiences significant seasonal traffic. The Comprehensive Plan highlights South Casco Village as a **P1 priority area** due to its economic significance, transportation function, and potential for improved zoning to balance commercial growth with traffic, housing, and infrastructure needs.

Webbs Mills Village

Webbs Mills is a traditional mill village located along Route 85, known for its residential neighborhoods, recreational access, and historic development pattern. The Comprehensive Plan identifies Webbs Mills as a **P1 priority area** because of its historic significance, community identity, and potential for modest-scale commercial and mixed-use development that supports the surrounding residential area. Preserving rural character while allowing opportunities for growth is a stated priority.

V-A. Desired Objectives for Rezoning of Preservation Villages

The Comprehensive Plan identifies Casco Village, South Casco Village, and Webbs Mills as Preservation Villages. These areas have largely reached build-out, with limited capacity for large-scale future development. However, there are opportunities for infill construction, renovation of existing structures, and reinvestment in civic buildings, public

spaces, and infrastructure that reinforce the historic and social character of these settlements.

The presence of civic buildings (such as the Town Office, library, and churches), municipal amenities, and public gathering spaces position these villages as centers of civic life, recreation, and cultural identity. Even with limited future growth, the Town intends to continue investing municipal resources into these historic settlements to preserve and strengthen their role as the heart of Casco's community fabric.

The Comprehensive Plan recommends that zoning evolve from a single Village District into two to three tailored zoning districts. These new districts should distinguish the predominantly residential nature of most buildings, while also recognizing traditional dimensional patterns and allowing for limited commercial uses and a variety of residential building types.

Objectives of the Zoning Rewrite

1. Consistency with the Comprehensive Plan

- Align zoning ordinances with *P1 priority area* goals.
- Strengthen village centers as focal points for community identity, commerce, and social activity.

2. Preservation of Village Character

- Protect historic structures, traditional streetscapes, and neighborhood-scale development patterns.
- Maintain walkability, public gathering areas, and design standards that reinforce historic and rural character.

3. Encouragement of Mixed-Use Development

- Support compatible residential, retail, service, and civic uses within village centers.
- Provide flexibility for small businesses and home occupations that enhance community vitality.

4. Housing Opportunities

- Enable diverse housing options including small-scale multifamily, accessory dwelling units, and senior housing.
- Encourage housing that is affordable and accessible while fitting the scale of existing neighborhoods.

5. Economic Development & Tourism

- Provide opportunities for locally owned businesses and seasonal services that complement the Town's economy.
- In South Casco Village, balance commercial growth along Route 302 with zoning that reduces sprawl and traffic impacts.

6. Transportation & Accessibility

- Improve pedestrian and bicycle access across all village areas.
- Integrate roadway, parking, and traffic strategies to improve safety and circulation.

7. Environmental Protection & Sustainability

- Protect lakes, wetlands, and open spaces from incompatible development.
- Encourage low-impact and sustainable design standards.

8. Community Engagement

- Ensure that zoning reflects broad community input through village-based meetings.
- Maintain transparency throughout the rezoning process to build public understanding and trust.

Reference: The complete Casco, Maine Comprehensive Plan is available online at: <https://www.cascomaine.org/comprehensive-plan>

VI. Proposal Requirements

Proposals must include:

1. **Statement of Qualifications** – description of firm, relevant experience with municipal zoning and village planning, and examples of similar projects.
2. **Project Approach** – proposed methodology, timeline, and community engagement strategy.
3. **Team Members** – names, roles, and qualifications of staff assigned to the project.
4. **Cost Proposal** – itemized budget including professional fees, travel, materials, and public engagement costs.

5. **References** – contact information for at least three municipal or governmental clients for whom similar work has been completed.

VII. Evaluation Criteria

Proposals will be evaluated on the following:

- Relevant experience with zoning and comprehensive planning in Maine or similar communities.
- Demonstrated ability to facilitate meaningful community engagement.
- Understanding of Casco's Comprehensive Plan and goals.
- Cost effectiveness and clarity of budget.
- Qualifications of assigned personnel.

VIII. Submission Instructions

Proposals must be received by **November 4, 2025**. Submissions may be delivered electronically to award@cascomaine.org or mailed to:

Town of Casco

Attn: Anthony Ward, Town Manager
635 Meadow Road
Casco, ME 04015

Late submissions will not be accepted.

IX. Questions

All questions regarding this RFP shall be directed to **Anthony Ward, Town Manager**, award@cascomaine.org or (207) 627-4515 ext. 1201.

X. Reservation of Rights

The Town of Casco reserves the right to reject any or all proposals, waive any informalities, and negotiate with the successful proposer in the best interest of the Town.

Request for Proposals (RFP)

Planning Services for Zoning Rewrite in Casco Village District Town of Casco, Maine

Issue Date: October 7, 2025

Proposal Due Date: November 4, 2025

I. Introduction

The Town of Casco, Maine is seeking proposals from qualified planning consultants to assist in rewriting zoning for designated Casco Village Districts identified in the Town's Comprehensive Plan.

The purpose of this project is to update zoning ordinances to align with the Comprehensive Plan, preserve village character, encourage appropriate economic development, and guide future growth in a manner consistent with community values.

II. Scope of Services

The consultant shall provide professional planning services including, but not limited to:

1. Zoning Ordinance Rewrite

- Review existing zoning provisions and recommend updates for Casco Village, South Casco Village, and Webbs Mills.
- Draft zoning amendments in collaboration with Town staff, the Selectboard, and the designated Town work group.
- Ensure compliance with Maine state statutes and consistency with the Comprehensive Plan.

2. Community Engagement

- Facilitate at least one community meeting in the village.
- Present drafts and revisions in public forums, gather feedback, and incorporate input into the final ordinance.
- Facilitate a town-wide community forum once final draft of ordinance is completed.

3. Collaboration with Town Leadership

- Work directly with Town Staff, the Selectboard, and the Town work group throughout the process.
- Provide clear written and verbal updates at key milestones.

4. Final Deliverables

- Proposed zoning ordinance changes ready for review and adoption.
- Supporting documentation including public engagement summaries, technical memos, and a final report of recommendations.

III. Project Timeline

The Town anticipates this project will be completed within **six to eight months** from the date of contract award. A general schedule is as follows (subject to refinement with the selected consultant):

- **Month 1** – Project kickoff; review of existing zoning; initial meetings with staff and Work Group
- **Months 2–3** – Development of preliminary zoning concepts; community forums in Casco Village, Webbs Mills, and South Casco Village
- **Months 4–5** – Preparation of draft zoning amendments; presentation to Planning Board and Work Group for review
- **Month 6** – Final revisions to zoning language; presentation to Selectboard
- **Month 7–8 (if needed)** – Public hearings and adoption process support

IV. Community Profile & Demographics

The Town of Casco is a rural community located in Cumberland County, Maine, with a population of approximately 3,800 residents. Casco covers 36 square miles and is known for its natural beauty, access to multiple lakes (including Sebago Lake), and strong sense of community. The Town experiences significant seasonal population increases due to tourism, recreation, and second-home ownership.

Casco's economy is a blend of small businesses, local services, recreation-based enterprises, and traditional rural uses. The three villages—Casco Village, South Casco Village, and Webbs Mills—are historic centers that serve as focal points for community identity, commercial activity, and civic life.

V. Village Areas & Comprehensive Plan Alignment

Casco Village

Casco Village is the historic center of the community, containing civic institutions such as the Town Office, Casco Library, public parks, and small businesses. The Comprehensive Plan identifies Casco Village as a **P1 priority area** due to its role as the Town's traditional hub for government, cultural, and social activities. The plan emphasizes the importance of maintaining its walkable village character, protecting historic structures, and guiding future development to strengthen its role as the Town's civic heart.

V-A. Desired Objectives for Rezoning of Preservation Villages

The Comprehensive Plan identifies Casco Village, South Casco Village, and Webbs Mills as Preservation Villages. These areas have largely reached build-out, with limited capacity for large-scale future development. However, there are opportunities for infill construction, renovation of existing structures, and reinvestment in civic buildings, public spaces, and infrastructure that reinforce the historic and social character of these settlements.

The presence of civic buildings (such as the Town Office, library, and churches), municipal amenities, and public gathering spaces position these villages as centers of civic life, recreation, and cultural identity. Even with limited future growth, the Town intends to continue investing municipal resources into these historic settlements to preserve and strengthen their role as the heart of Casco's community fabric.

The Comprehensive Plan recommends that zoning evolve from a single Village District into two to three tailored zoning districts. These new districts should distinguish the predominantly residential nature of most buildings, while also recognizing traditional dimensional patterns and allowing for limited commercial uses and a variety of residential building types.

Objectives of the Zoning Rewrite

1. Consistency with the Comprehensive Plan

- Align zoning ordinances with *P1 priority area* goals.
- Strengthen village centers as focal points for community identity, commerce, and social activity.

2. Preservation of Village Character

- Protect historic structures, traditional streetscapes, and neighborhood-scale development patterns.
- Maintain walkability, public gathering areas, and design standards that reinforce historic and rural character.

3. Encouragement of Mixed-Use Development

- Support compatible residential, retail, service, and civic uses within village centers.
- Provide flexibility for small businesses and home occupations that enhance community vitality.

4. Housing Opportunities

- Enable diverse housing options including small-scale multifamily, accessory dwelling units, and senior housing.
- Encourage housing that is affordable and accessible while fitting the scale of existing neighborhoods.

5. Economic Development & Tourism

- Provide opportunities for locally owned businesses and seasonal services that complement the Town's economy.

6. Transportation & Accessibility

- Improve pedestrian and bicycle access across all village areas.
- Integrate roadway, parking, and traffic strategies to improve safety and circulation.

7. Environmental Protection & Sustainability

- Protect lakes, wetlands, and open spaces from incompatible development.
- Encourage low-impact and sustainable design standards.

8. Community Engagement

- Ensure that zoning reflects broad community input through village-based meetings.
- Maintain transparency throughout the rezoning process to build public understanding and trust.

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