



Planning & Development
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Subdivision Pre-Application Memo

Date: January 7, 2019
To: Planning Board
From: Planning Office
Re: Webber Ridge Phase 2 Subdivision - Map 16, Lot 8

Project Description:

Paul Hollis of Sebago Real Estate Investment, LLC has submitted a subdivision pre-application for land owned by Teresita B. Webber. The application proposes to develop a 10 lot/dwelling unit residential cluster major subdivision on 27.75 acres of land located off of Green Road. This is considered Phase 2 of the Webber Ridge Subdivision (4 lots approved off of Green Road). The property is within the Rural, Resource Protection and 250' Shoreland Overlay Districts. The subdivision proposes a 50' wide ROW/private street and Open Space.

§ 202-6. Preapplication.

A. Procedure:

- (1) Applicant presentation and submission of sketch plans. **Planning Board to consider receiving the pre-application on 1/14/2019**
- (2) Question and answer period. Board makes specific suggestions to be incorporated by the applicant into subsequent submissions. **To be determined**
- (3) Scheduling of on-site inspection. **To be determined**

B. Submission. The preapplication sketch plan shall show, in simple sketch form, the proposed layout of streets, lots and other features in relation to existing conditions. The sketch plan, which may be a freehand penciled sketch, should be supplemented with general information to describe or outline the existing conditions of the site and the proposed development. It is recommended that the sketch plan be superimposed on or accompanied by a copy of the Assessor's map(s) on which the land is located. The sketch plan shall be accompanied by a copy of a portion of the USGS topographic map of the area showing the outline of the proposed subdivision, unless the proposed subdivision is less than 10 acres in size. The sketch plan shall also be accompanied by a list of names and addresses of abutters to the proposed project and certification that notices describing the proposed project have been sent or delivered by the applicant to the abutters. The addresses of these abutters shall be obtained from the Town of Wells Tax Assessor's records, and the notice and certification form shall be supplied by the Office of Planning and Development. **[Amended 3-24-1997] Provided**

C. Contour interval and on-site inspection. Within 30 days, the Board shall hold an on-site inspection of

the property and determine and inform the applicant in writing of the required contour interval on the preliminary plan, or final plan in the case of a minor subdivision. However no on-site inspections shall be held during the months of January, February or March or when the ground is covered with snow. **To be determined in March or April**

- D. Rights not vested. The submittal or review of the preapplication sketch plan shall not be considered the initiation of the review process for the purposes of bringing the plan under the protection of 1 M.R.S.A. § 302.

Recommendations and conclusions:

1. The Planning Board should consider the following:
 - a. Receive the subdivision pre-application
 - b. Discussion on when a site walk is to be held, as the Board cannot conduct a site walk for subdivisions in January, February and March or when there is snow.
 - c. Consider the following initial review comments:
 - i. The plans to depict the Resource Protection zone and delineate the 250' Shoreland Overlay zone. Both are located within the subdivision proposed Open Space area.
 - ii. Setbacks to be depicted on the preliminary plan
 - iii. If an alternative cul-de-sac design is proposed the Fire Chief and Road Commissioner need to provide written approval
 - iv. A Fire Pond is proposed within the Open Space
 - v. Lots 1 to 10 to be labelled
 - vi. Lots with frontage along the abandoned portion of Green Road must restrict vehicular access to the proposed ROW only
 - vii. The proposed ROW requires a name to be approved by the Assessor's Office.
 - viii. Lots with test pit restrictive limit of less than 24 inches will require a reserve septic system area.
 - ix. 12.25 acres (44.1%) of Open Space is proposed.
 - d. The applicant can submit additional plans under the sketch plan application for the Town staff to review and comment on.
 - e. The applicant can submit a preliminary application, but completeness/scheduling of a public hearing cannot be determined until a site walk of the property is conducted.