



Planning & Development
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Subdivision Pre-Application Memo

Date: May 15, 2019
To: Planning Board
From: Planning Office
Re: The Woodlands Subdivision - Map 25, Lot 11

Project Description:

Geoff Aleva of Civil Consultants has submitted a subdivision pre-application on behalf of the property owner, Landings Development LLC. The application proposes to divide Map 25, Lot 11 into a 20.02 acre parcel and a 26.51 acre parcel. A subdivision is proposed on the 26.51 acre parcel and shall consist of 5 lots with single family dwelling units. Lot 1 shall have street frontage off of Hiltons Lane and is located in the Rural zone; Lot 2 and 3 shall have street frontage off of Sunshine Lane and are located in the Rural zone; and Lots 4 and 5 shall have street frontage off of Loop Road and are located in the Residential A District. A 12.91 acre 'Pond Parcel' is proposed and is not clear if this is proposed Open Space associated with the subdivision. The 26.51 acre parcel also has a Resource Protection District (pond) with 250' Shoreland Overlay. Lots 1, 2, and 3 fall within the Shoreland Overlay District. An extension to the existing private ROW off of Hiltons Lane called Sunshine Lane is proposed. A hammerhead alternative turnaround is proposed. The lots shall be served by on site drilled wells and on-site septic systems.

§ 202-6. Preapplication.

A. Procedure:

- (1) Applicant presentation and submission of sketch plans. **Planning Board to consider receiving the pre-application on 5/20/19**
- (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**
- 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. Schedule a site walk of the property
 - c. Consider the following initial review comments:
 - i. Is the "Pond Parcel" to be Open Space for the proposed subdivision? If it is not Open Space this parcel requires street frontage or to be conveyed with the 20.02 parcel?
 - ii. Is a cluster subdivision proposed? If yes, 35% Open Space is required and Lots cannot fall within the Shoreland Overlay zone.
 - iii. Test pits with limiting factors to be shown on the preliminary plan submission. Lots may require primary and reserve systems.
 - iv. Wells or well areas are to be shown on the preliminary plan submission for Lot 5.
 - v. Wetland fill is proposed and to be calculated for the preliminary plan submission.
 - vi. Division of Map 25, Lot 11 into two parcels: one 20.02 acre parcel and one 26.51 parcel is require prior to the submission of the Preliminary Subdivision Application.
 - vii. Sunshine Lane is an approved street ROW and serves abutting lots 11C-1 and 11C-2. The addition of Lot 2 and 3 using Sunshine Lane creates a total of 4 lots. Per 201-10.F(1) the road must be improved to 26' wide gravel.
 - viii. The alternative turnaround will require review and approval by the Fire Chief and Road Commissioner.