

**Town of Wells , Maine**  
**Article X , 145-77 Data Requirements (Completeness Review)**  
**Page 1 of 8**

Project Name/District: 175 Depot Road / RC District - Tax Map 133, Lot 9

Date of Review: 05/23/19

Prepared By: Office of Planning & Development

Company Name: Town of Wells

**Article X**  
**Site Plan Approval**

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
Any application presented for approval shall include the following information if applicable:						
A.	A site plan drawn at a scale not smaller than one inch equals 40 feet and is on a plan 24 inches by 36 inches in size with a one-inch minimum border which shall contain the following information: <b>[Amended 6-12-2012]</b>	Y				Scale is 1" = 30 feet.
(1)	The name and address of the applicant plus the name of the proposed development.	Y				Applicant name and address noted.  Business name (175 Depot Road) and parcel address noted.
(2)	Total floor area, ground coverage and location of each proposed building, structure or addition.	Y*				RC zone lot coverage requirements noted. Existing lot coverage is noted to be 14.2% (16,511 SF) based on existing conditions. Proposed lot coverage to be 15.6% based on 18,070 SF of coverage.  Building 1 is noted to be 462 SF. <b><u>Is 800 SF of outside use to remain?</u></b>  Building 2 1 <sup>st</sup> floor and 2 <sup>nd</sup> floor are both 2,597 SF ( <b><u>5,194</u></b> SF gross floor area).  <b><u>The existing barn (building 2) gross SF may exceed the 5,000 gross floor area provision of 145-24G(1). This barn was approved and built after 1999. CEO to review building permit.</u></b>

**Town of Wells , Maine**  
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**Page 2 of 8**

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(3)	Perimeter survey of the parcel, made and certified by a registered land surveyor licensed in Maine, relating to reference points, showing true or magnetic North, graphic scale, corners of parcel, date of survey and total acreage. The requirement for a certified boundary survey may be waived by the reviewing authority if the proposed construction is located a distance equal to the required setback plus 10 feet from any lot line.	Y*				The site plan was prepared by Geoff Aleva of Civil Consultants dated 5/13/19. <b><u>This plan to be stamped by Geoff Aleva prior to site plan approval.</u></b>
(4)	All existing and proposed setback dimensions.	Y*				The RC zone setback requirements are noted on the plan (see note 8). All buildings to remain shall meet setback requirements. <b><u>40' setback from Route 109 is required. 25' setback from Depot Road to be labelled.</u></b>
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.		N			The plan does depict two signs. <b><u>Signage note to be added to the plan.</u></b>  <b><u>The plan does not depict existing or proposed lighting. Lighting noted to be added to the plan..</u></b>
(6)	The type, size and location of all incineration devices.			NA		No such devices proposed.
(7)	The type, size and location of all machinery likely to generate appreciable noise at the lot lines.			NA		No such machinery noted. <b><u>Does a generator, refrigeration unit, HVAC units exist or are any proposed?</u></b>

**Town of Wells , Maine**  
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**Page 3 of 8**

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(8)	The location, type and size of all existing and proposed catch basins, storm drainage facilities, wetlands, streams and watercourses and all utilities, both above and below ground.	Y*				<p>Utility poles identified along Route 109 and Depot Road. <b><u>Overhead utility connections not identified to either building.</u></b></p> <p>Existing hydrant at Route 109 noted. Sewer manhole and Water Valves noted along Route 109. <b><u>Existing/ proposed sewer and water connections not identified on the plan.</u></b></p> <p><b><u>Gas line within Route 109 not labelled. Is a connection to natural gas proposed?</u></b></p> <p><b><u>Any existing well or septic system to be removed? Or was the single family dwelling that is to be removed connected to public water and sewer?</u></b></p>
(9)	All existing contours and proposed finished grade elevations of the portions of the site which will be altered and the system of drainage proposed to be constructed. Contour intervals shall be specified by the reviewing authority. This requirement may be waived by the reviewing authority if no additional lot coverage is proposed or the proposed lot coverage is less than 30% and has an area of less than 15,000 square feet.	Y				<p>The plan depicts the existing 2 foot contours. Minor grade changes are proposed around the proposed parking area.</p>
(10)	The location, type and size of all curbs, sidewalks, driveways, fences, retaining walls and parking space areas and the layouts thereof, together with the dimensions.	Y*				<p>Sidewalk and crosswalk across from Route 109 to be labelled. Applicable abutting driveways noted.</p> <p>All parking is shown to meet the 90 degree parking space size requirements. Spaces are noted to be 9' x 18.5' in dimension with a minimum of 26' aisle width.</p>

**Town of Wells , Maine**  
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**Page 4 of 8**

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(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y*				<p>A 15' wide landscaped buffer is required along Route 109. The site plan depicts existing trees, shrubs, hedges and grass. Two large maple trees are noted on the boundary line along Depot Road between the ROW and the proposed new parking area. <b><u>The SRC to review if the existing vegetation satisfies the 15' landscape buffer requirements along Route 109 and Depot Road.</u></b></p> <p>This commercial parcel abuts residential properties in all directions. Abutting lot 7 and 4 are screened by existing wooded areas on Lot 9. No change to the tree lines in these areas proposed.</p> <p>Abutting lot 8 is currently screened by partial remnants of 6' tall solid fencing. 2014 approval required 6' tall solid fencing for Lot 8. Repair/ replacement of this fencing is recommended.</p> <p>Abutting Lot 10 is adjacent to the proposed parking area. <b><u>The plan must depict the proposed treeline and 6' tall solid fencing is recommended to satisfy the screening requirements. See plan markup.</u></b></p> <p><b><u>SRC to review the residential screening requirements.</u></b></p>

**Town of Wells , Maine**  
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**Page 5 of 8**

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		<b>Yes</b>	<b>No</b>	<b>NA</b>	<b>Waiver</b>	<b>Comments</b>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y*				CMP 100' wide easements identified on the plan. See note 12.  See also note 13 releasing rights to a "crossing."  <b><u>See also note 14 regarding a Boundary Line Agreement recommended between Lot 9 and Lot 10 (Larkin).</u></b>
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				Route 109 and Depot Road are identified. See note 10 and note 11 for road width details.
(14)	The lot lines of all lots abutting the proposed development, including those lots across the street, together with the names on file in the Town offices as of the date of the application.		N			<b><u>Abutters across Depot Road and Route 109 to be identified on the plan.</u></b>
(15)	An appropriate place for the signature(s) of the reviewing authority.		N			<b><u>Staff Review Committee signature block to be provided on the plan.</u></b>
B.	Documentation of right, title or interest in the proposed site.		N			<b><u>An unrecorded Warranty Deed was provided. A recorded Deed is required.</u></b>  <b><u>Draft Boundary Line Agreement (per note 14) recommended for review.</u></b>
C.	An on-site soils investigation report by a Maine Department of Human Services licensed site evaluator (unless the site is to be served by public sewer). The report shall identify the types of soil, location of test pits and proposed location and design for the subsurface disposal system.			NA		Property is served by public sewer.

**Town of Wells , Maine**  
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**Page 6 of 8**

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D.	The amount and type of any raw, finished or waste materials to be stored outside of roofed buildings, including their physical and chemical properties, if appropriate.	Y*				<p><b><u>Is an onsite dumpster proposed? The trash receptacle area behind building 2 may not be sufficient for all the business(es) and dwellings.</u></b></p> <p><b><u>Dumpster must meet setback requirements and be screened with 6' tall fencing/vegetation.</u></b></p> <p><b><u>Plan must note: All business uses and related storage, except for the sale of vegetables, fruits, plants and natural Christmas trees and wreaths, shall be located entirely within an enclosed structure.</u></b></p>
E.	If the proposed use will be connected to the Wells Sanitary District's sewer system, a letter from the Sanitary District stating that adequate line and plant capacity to dispose of the generated sewage will be available.	Y				<p>A letter dated 5/15/19 from WSD was provided stating the property is served by public sewer.</p> <p><u>The proposed development is subject to the WSD Sewer Capacity Reserve Fee for which an estimated quote was provided to the owner.</u></p>
F.	If the proposed use will be connected to the Kennebunk, Kennebunkport and Wells Water District water system, a letter from the Water District stating that adequate line and supply capacity to serve the proposed use will be available.	Y*				<p>A letter dated 5/14/19 from KKWWD was provided stating the property is served by adequate domestic water supply.</p> <p><u>KKWWD has not reviewed the development plans for the lot. If a new or upgraded service is needed the owner will be assessed the appropriate fees and reviews by KKWWD.</u></p>
G.	Traffic data. Only the Planning Board may require that a site plan application include a traffic engineering study should the project be considered one of substantial magnitude along any of the Town's state highways where fast-moving traffic occurs (i.e., Route Nos. 1, 109, 9, 9-A and 9-B). Should a traffic study be requested by the Planning Board, the following data shall be included:			NA		Traffic data is not required by the Staff Review Committee.
(1)	The estimated peak-hour traffic to be generated by the proposal.					

**Town of Wells , Maine**  
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**Page 7 of 8**

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(2)	Existing traffic counts and volumes on surrounding roads.					
(3)	Traffic accident data covering a recent three-year period.					
(4)	The capacity of surrounding roads, municipal facilities, parking and any improvements which may be necessary on such roads and facilities to accommodate anticipated traffic generation.					
(5)	The need for traffic signals and signs or other directional markers to regulate anticipated traffic.					
H.	A soil erosion and sedimentation control plan, prepared in accordance with the Maine Erosion and Sedimentation Control Handbook for Construction: Best Management Practices, published by the Maine Department of Environmental Protection and the Cumberland County Soil and Water Conservation District, 1991. <b>[Amended 4-27-2007]</b>	Y				Best Management Practices for soil erosion and sedimentation control are a condition of approval. <b><u>To be noted on the plan.</u></b>  <b><u>Town Engineer to review the proposed parking lot for compliance with these requirements. Parking lot to be constructed in area of single family dwelling, to be torn down.</u></b>
I.	A stormwater management plan, prepared by a registered professional engineer in accordance with the most recent edition of Stormwater Management For Maine: BMPS Technical Design Manual, published by the Maine Department of Environmental Protection, 2006. Another methodology may be used if the applicant can demonstrate it is equally or more applicable to the site. A drainage analysis may be waived by the Planning Board upon request of the applicant and submittal of a letter from a registered professional engineer stating that there will be no adverse impacts to adjacent or downstream properties. <b>[Added 4-27-2007]</b>			NA		The site is previously developed with 14.2% lot coverage. The proposed lot coverage to be 15.6%.  <b><u>Town Engineer to review the proposed parking lot for compliance with these requirements. Parking lot to be constructed in area of single family dwelling, to be torn down.</u></b>
J.	Any other information or data the reviewing authority determines is necessary to demonstrate compliance with the standards of § 145-75. <b>[Added 4-27-2007]</b>					

**Town of Wells , Maine**  
**Article X , 145-77 Data Requirements (Completeness Review)**  
**Page 8 of 8**

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<b>Chapter 201, Article IV. Sidewalk Development.</b>	Y*				<p>§ 201-41. Requirements for new sidewalk construction.</p> <p>A. The following types of development in the Town shall provide for the location and construction of sidewalks as provided in this section.</p> <p>(1) Establishment of a use that requires construction of any new building other than a single-family dwelling or duplex on a vacant lot.</p> <p>(2) <b><u>Establishment of a use that requires construction of a new building or the demolition or alteration of an existing building on a lot that contained a building, provided the alteration affects more than 75% of the floor area or perimeter walls of the existing building, other than the establishment of a single-family dwelling or duplex on a vacant lot.</u></b></p> <p>(3) The expansion of a structure other than a single-family dwelling or a duplex by more than 2,000 square feet of floor area after April 15, 2003.</p> <p>(4) The conversion of a residential use to a commercial use, if the residential use is discontinued.</p> <p><b><u>The barn renovations may trigger the requirement for a new sidewalk.</u></b></p>

**Notes:**

1. See Article V, VI, VII review comments.