



**Planning & Development**  
**208 Sanford Road, Wells, Maine 04090**  
Phone: (207) 646-5187, Fax: (207) 646-7046  
Website: [www.wellstown.org](http://www.wellstown.org)

<i>Michael G. Livingston, Town Engineer/Planner</i>	<a href="mailto:mlivingston@wellstown.org">mlivingston@wellstown.org</a>
<i>Shannon L.M. Belanger, Assistant Planner</i>	<a href="mailto:sbelanger@wellstown.org">sbelanger@wellstown.org</a>

### **Subdivision Pre-Application Memo**

Date: February 8, 2022

To: Planning Board

From: Planning Office

Re: RT Property Holdings Subdivision - Map 55, Lot 13- EXE (portion) and 14-EXE

#### **Project Description:**

Patrick Johnson of JPS Professional Services, has submitted a subdivision pre-application on behalf of the property owner, RT Property Holdings, LLC. The subdivision to consist of a total of 11 dwelling units on a 10.6 acres parcel of land (Multifamily Development). One single family dwelling and 5 two-family dwelling units are proposed. The property has frontage off Route 109 (Sanford Road). The dwellings are to be served by on-site septic systems and drilled wells. The subdivision is located within the Residential A District. Tax Map 55, lot 13- EXE (portion) and Lot 14-EXE. Lots to be merged and identified as Map 55, Lot \_\_\_\_.

#### **§ 202-6. Preapplication.**

##### A. Procedure:

- (1) Applicant presentation and submission of sketch plans. **Planning Board to consider receiving the pre-application on 2-14-22**
- (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. The Board may conduct site walks in April and once the ground conditions are clear of snow.
  - c. The applicant may request moving forward with the Preliminary Subdivision application prior to the site walk being held.
  - d. The following initial review comments are offered:
    - i. It is recommended that the single family dwelling unit be proposed on a separate 40,000 SF parcel, not part of the Multifamily Development lot.
      - a. The parcel would still be part of the subdivision approval but would be considered a standard lot.
      - b. The standard lot would not be subject to the triple setback requirements of the Multifamily Development lot.
      - c. The standard lot would require screening from the Multifamily Development lot.
    - ii. It is recommended that the 50' wide street ROW proposed be eliminated. Frontage for the 40,000 SF standard lot and the Multifamily Development Lot are both satisfied off of Route 109 (Sanford Road).
      - a. The creation of the ROW requires 75' setback requirements for the Multifamily Development lot
      - b. The creation of the ROW requires the area of the ROW to be deducted from the 10.6 acre parcel gross area, thus reducing density.
    - iii. Multifamily Development standards to be reviewed.
      - a. Route 109 setback must be adjusted to 120' (3 x 40'), not 45' (3x15')
      - b. Street ROW setback (if it remains) requires a 75' setback
      - c. Lot line setbacks are shown correctly at 45'
      - d. 25' landscaped buffer is required along all lot boundaries of the Multifamily Development Lot
      - e. Dwellings within 200' of the Multifamily Development boundaries requires visual screening.

- iv. Condominium Documents/ Road Maintenance Agreement for the standard Lot, will be required
- v. A minimum of 35% Open space is required and proposed via restrictive covenant on the Multifamily Development Lot.
- vi. Test pits and Hydrogeologic Assessment will be required.
- vii. What form of on-site Fire Protection is proposed?
- viii. MDOT entrance permit approval is required.
- ix. Existing Route 109 conditions will be required: lane markings, pavement, shoulders, utilities, etc.