

**Town of Wells, Maine**  
**Article X , 145-77 Data Requirements (Completeness Review)**  
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Project Name/District: TNN Realty Parking Lot / Light Industrial District – Tax Map 41, Lot 11-4B

Date of Review: 10-25-22; 11/09/22

Prepared By: Planning Office

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 and address noted.
(2)	Total floor area, ground coverage and location of each proposed building, structure or addition.	Y				Proposed lot coverage is noted to be 34%  No buildings or structures proposed. None exist.
(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 parcel is Lot 4B within the Central Industrial Park Subdivision prepared by William Anderson of Anderson Livingston Engineers. Book 321, Page 22, approved by the Planning Board on 6/25/2007.  The Parking Lot Site Plan has been prepared and stamped by Robert C. Libby, PLS #2190 of BH2M dated July 2022.
(4)	All existing and proposed setback dimensions.	Y				Light Industrial zoning requirements are noted on the plan. Setback requirements depicted. See plan note 7.
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y*				Exterior lighting shall be shielded and downward directional as not to produce glare onto abutting lots or streets. <b>See recommended note 21.</b>
(6)	The type, size and location of all incineration devices.			NA		No such devices proposed.

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(7)	The type, size and location of all machinery likely to generate appreciable noise at the lot lines.			NA		No such machinery proposed.
(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*				Wetlands identified and are based on 2005 Central Industrial Park subdivision plan.  Existing utility pole is identified along Willie Hill Road.  Town Engineer reviewed stormwater runoff considerations on 11-9-22 (see memo).  <b><u>Stormwater Management Report and Plans prepared by BH2M provided but neither are stamped by PE.</u></b> Pre-Development and Post-Development plans provided. Pond elevations noted.
(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				Existing and proposed 1 foot contours are shown.

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(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><b><u>Will the parking lot be fenced or have an entrance gate? How will the public be restricted from parking in the lot? Add plan note: If a gate is installed at the entrance, a Knox Box shall be installed in a location approved by the Fire Department.</u></b></p> <p>78 parking spaces are depicted to be 90 degree angle parking spaces. Spaces to be a minimum of 9' x 18.5' in dimension with a minimum of 26' aisle width.</p> <p>78 spaces are proposed which requires 4 handicap accessible parking spaces. 4 spaces are proposed and depicted on the plan. 4 ADA parking spaces shall have ADA compliant signage.</p> <p>A commercial parking lot use is proposed. A total of 78 parking spaces are proposed. The proposed parking to serve as additional off-site parking for abutting lot 11-3.</p> <p>On 10/31/22 the Planning Board found that there is no parking requirement as the use is a commercial parking lot.</p> <p>Snow storage areas are depicted on the site plan.</p>

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(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y*				No building areas are proposed. Parking areas shall not be located within the 40' wide landscaped buffer area required along Willie Hill Road.  <b><u>The 40' wide landscaped buffer along Willie Hill Road shall consist of existing shade/evergreen trees. The plan must show this area as a no-cut/disturb area. A tree is proposed to be planted east of the entrance to the parking lot.</u></b>  <b><u>Planning Board to review the landscaped buffer on 11/14/22.</u></b>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				A 40' wide drainage easement is identified. See note 13 on 2005 subdivision plan approval.  No interconnection proposed with abutting lots.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				Willie Hill Road is identified. No abutting driveways are located across from this parcel.
(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.	Y*				Abutters are identified. <b><u>Map and Lot number corrections needed for two properties.</u></b>
(15)	An appropriate place for the signature(s) of the reviewing authority.	Y				Planning Board signature block provided.
B.	Documentation of right, title or interest in the proposed site.	Y				Warranty Deed provided Book 18997, Page 105.
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		The proposed parking lot shall not utilize a septic system.

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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*				<b><u>How will refuse be handled? Are trash bins or a dumpster proposed? Recommend plan note 22.</u></b>  The parking lot is for registered vehicle parking and not permitted to be used as outside storage or an automobile graveyard. See plan note 19.
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.			NA		Not served by WSD.
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.			NA		Not served by KKWWD.
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		On 10/31/22 the Planning Board determined that additional traffic data is not necessary.
(1)	The estimated peak-hour traffic to be generated by the proposal.					
(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.					

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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				See note 17: Best Management Practices for soil erosion and sedimentation control are a condition of approval. _Sheet 2 provides notes and details to meet BMPs.  See the Findings of Fact & Decisions associated with the site plan for conditions of approval. (note 17)  Erosion and Sedimentation Control Plan prepared and provided by BH2m. Town Engineer reviewed on 11/9/22.
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>	Y*				Town Engineer reviewed stormwater runoff considerations on 11-9-22 (see memo).  <b><u>Stormwater Management Report and Plans prepared by BH2M provided but neither are stamped by PE.</u></b> Pre-Development and Post-Development plans provided. Pond elevations noted.
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>					
<b>Chapter 201, Article IV. Sidewalk Development.</b>				NA		