

**Town of Wells, Maine**  
**Article X , 145-77 Data Requirements (Completeness Review)**  
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Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B

Date of Review: 11/16/22

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 which shall contain the following information:	Y				AS-1 and AS-2 Plan Scale is 1" = 10 feet.
	(1) The name and address of the applicant plus the name of the proposed development.	Y				
	(2) Total floor area, ground coverage and location of each proposed building, structure or addition.	Y*				<p>Area of the existing building is to be noted as 537,070 SF on sheet OS-1. No change in use proposed, see note 14.</p> <p>2-story area of building is labelled on prior approved site plan from 2016. Building footprint of 537,070 SF noted on prior approved plan.</p> <p>Applicant proposes a 1,928 SF building addition for a break room (prior approved footprint was for 3,237 SF), and 5 storage containers totaling 1,600 SF. <b>Total proposed building area is to be noted as 540,598 SF.</b></p> <p>Maximum lot coverage noted to be 65%.</p> <p>Prior approved lot coverage is 47%. Proposed lot coverage is noted as 47%. <b>Applicant to note the square footage of the proposed pavement area and confirm lot coverage remains at 47%.</b></p>

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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*				<p>Owen Haskell ALTA survey dated 8/21/2015 previously provided.</p> <p>The changes proposed involve new buildings. The breakroom building shall be located well beyond the property line setback plus 10 feet.</p> <p>A proposed storage container is proposed within 10 feet of the 25 foot setback requirements. <b><u>A 2016 boundary survey has been provided, A statement from a surveyor that the containers were placed meeting setback requirement to be required. Recommend noting on the plan.</u></b></p> <p><b><u>The storage containers cannot be located within the setback. The proposed pavement area and fence enclosure goes into the setback area.</u></b></p>
(4)	All existing and proposed setback dimensions.	Y				See note 9.
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y				See note 17. No changes to lighting proposed.
(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 identified. No new machinery is 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				<p>Existing sewer lines are depicted. Existing fire hydrant location noted on prior approved plan.</p> <p>Existing drain manholes and catch basins noted.</p> <p>Existing light poles identified.</p>

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(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				1 foot existing contours of the parcel identified on the plan.
(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>All parking shall meet the 90 degree parking space size requirements, unless otherwise noted (see note 9 on sheet SP1 of prior approval). Existing vehicle parking spaces are noted to be 9' x 18.5' in dimension with 26' wide aisles. No change to parking proposed.</p> <p>Parking spaces shall be 9'x 18.5' in dimension with 26' wide aisles. Some spaces adjacent to the truck cab parking area will not have a 26' wide aisle. These substandard spaces may remain as they shall be designated (with signs) to be for motorcycle parking only.</p> <p>All handicap accessible parking requires ADA compliant signage. ADA signage is labelled on the plan.</p> <p>The Planning Board has previously approved a reduction in the required parking due the current occupants' particular needs. The Planning Board granted a reduction from 542 spaces to 421 spaces on 9/14/20. 537,070 SF /1,000 SF required 538 spaces + 3,237/ 1,000 required 4 spaces for a total of 542.</p>

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					<p>The current amendment proposes to reduce the building addition to 1,928 SF and to locate 5 storage containers totaling 1,600 SF. This creates a total building area of <math>537,070 + 1,928 + 1,600 = 540,598</math> SF. This results in a total of 541 spaces required.</p> <p><b><u>The proposed building addition (1,928 SF) and the 5 storage containers (1,600 SF) requires 4 additional parking spaces. The building addition is for a breakroom for existing employees. The storage containers are for storage. Neither use requires additional parking. The Staff Review Committee to consider finding the 421 spaces to remain suitable, as previously determined by the Planning Board on 9/14/20.</u></b></p> <p><b><u>Plan note 10 revisions and note 20 is recommended detailing the Planning Board reduction in parking and how a change in business use/ownership may require a Site Plan Amendment.</u></b></p> <p>On-street parking is prohibited. See note 9 on sheet SP1 (reference plan – see note 4 on sheet S-1).</p> <p>CEO provided a written recommendation dated 06-23-16 and recommended parking for the existing Truck Terminal use of the property to be: of the 368 proposed spaces, 203 were for trucks. On 5/6/19 the Planning Board found 423 total parking spaces (192 tractor trailer and 231 passenger vehicles) to be suitable for the uses on this parcel. On 9/14/20 the Board found 421 total spaces is suitable (190 tractor trailer spaces and 231 passenger vehicles). The current amendment application to maintain 421 spaces for the 540,598 SF of building area.</p>
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§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y				<p>A 15' vegetated/wooded buffer shall be maintained along Spencer Drive, Tivoli Dr and Burnt Mill Road. See also 145-38B requirements (below). <b><u>Staff Review Committee to review the existing landscape buffer requirements and determine if what exists is sufficient.</u></b></p> <p>The parcel has residential abutters across from Burnt Mill Road. These abutters are located in a residential zone and are separated from the commercial operation by 510' + of wooded area. <b><u>Staff Review Committee to review the existing landscape buffer requirements and determine if what exists is sufficient.</u></b></p> <p>Shade trees near the parking area pavement and pond aid in the cooling of stormwater temperatures. Trees are retained as close as possible to the parking area and pond.</p> <p>Commercial abutting properties do not require a buffer or visual screen.</p> <p>See note 16 on sheet AS-1. In the Light Industrial District, except to allow for the development of a driveway, the first 40 feet of a lot as measured from the right-of-way of any street shall be planted with shrubs and/or ground cover and shade or evergreen trees with a minimum two-inch diameter at breast height (dbh) planted a maximum of thirty feet on center along the entire distance of the street frontage.</p>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				Spencer Drive, Tivoli Drive, Burnt Mill Rd and rail road easement depicted on prior approved site plan.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				

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(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 to be identified on OS-1.</u></b>
(15)	An appropriate place for the signature(s) of the reviewing authority.	Y				Staff Review Committee signature block provided.
B.	Documentation of right, title or interest in the proposed site.	Y				Deed provided: Book 2989, page 178. Letter of authorization from Shaw's to DM Roma Consulting provided.
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 served by public sewer.
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.			NA		No changes proposed to refuse disposal or dumpsters. No changes proposed to outside storage.
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.				W	The 3,237 SF building addition does not significantly alter the sewer services to the property. Planning Board found that a WSD letter is not necessary on 9/14/2020.  <b><u>The Staff Review Committee to consider this waiver for the building reduction/relocation from 3,237 SF to 1,928 SF. Storage containers shall have no water or sewer connections.</u></b>

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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.				W	The 3,237 SF building addition includes one sink and does not significantly alter the water services to the property. Planning Board found that a KKWWD letter is not necessary on 9/14/2020.  <b><u>The Staff Review Committee to consider this waiver for the building reduction/relocation from 3,237 SF to 1,928 SF. Storage containers shall have no water or sewer connections.</u></b>
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		No change to use is proposed. A 1,928 SF building expansion of Manufacturing/ Truck Terminal use proposed and 1,600 SF temporary storage containers are proposed.
(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.					
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 are a standard condition of approval. Erosion and Sedimentation control notes are detailed on sheet D-1. See note 13.

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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				The proposed changes are not significant. The Town Engineer recommends that a revised stormwater management plan is not needed.  MDEP approval granted. #L-08093-25-I-B  Stormwater Management Plan prepared by DM Roma Consulting Engineers in 2019.
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		Parcel is not located within the Sidewalk Development zone.