



**Planning & Development**  
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### **Subdivision Pre-Application Memo**

Date: April 10, 2023

To: Planning Board

From: Planning Office

Re: The Woods Subdivision - Map 30, Lot 17-2 and 17-5

#### **Project Description:**

Dana Libby of Corner Post Land Surveying, a division of Sebago Technics, has submitted a subdivision pre-application for property owned by Walter Wormwood, on behalf of the applicant Home Innovations, LLC. The subdivision to consist of two lots/single family dwellings on 6.32 acres of land. The lots to have street frontage off of Bragdon Road. Lots to be served by on-site septic systems and wells. The subdivision is located within the Rural District. Tax Map 30, lot 17-2 and 17-5.

#### **§ 202-6. Preapplication.**

##### A. Procedure:

- (1) Applicant presentation and submission of sketch plans. **Planning Board to consider receiving the pre-application on 4/17/23**
- (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. The two lots proposed are considered a subdivision that requires Planning Board approval due to the changes in title that occurred that resulted when family division lots were merged into one lot of common ownership in 2007 and 2012. Of this lot, lot 17-6 was conveyed out in 2021. The two lots proposed now fall under subdivision review.
    - ii. The subdivision shall be called "The Woods." The name "Bragdon Woods" is already taken by an approved subdivision.
    - iii. The lot size of 17-2 (105,931 SF) and 17-5 (169,776 SF) to be noted on the plan.
    - iv. Setback requirements to be shown for lots 17-2 and 17-5.
    - v. Abutting septic and wells on lots 17-3, 17-4 and 17-6, as applicable, to be shown on the plan.
    - vi. Proposed driveways with sight-distances to be shown.
    - vii. Test pits and proposed septic areas to be shown.