

Town of Wells, Maine
Article X , 145-77 Data Requirements (Completeness Review)
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Project Name/District: Bulrush Retail Plaza / General Business District – Tax Map 108, Lot 33-15

Date of Review: 3/29/23; 4/13/23

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: [Amended 6-12-2012]	Y				Scale is 1" = 20 feet.
	(1) The name and address of the applicant plus the name of the proposed development.	Y				Owner/Developer 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 62% 7,850 SF one-story building area is noted.
	(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.				W	The parcel is Lot 33-15 within the Moody Country Estates Subdivision prepared by Tidewater Engineering & Surveying Inc. and approved by the Planning Board on 10-17-2022. Book 427, Page 40 Page 11. Planning Board waived an updated boundary survey for the property on 4/3/23. Plan notes (see note 17) that the CEO to require the building foundations to be survey located and staked by a PLS prior to the issuance of a building permit. Existing and proposed monumentation is depicted.

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(4)	All existing and proposed setback dimensions.	Y				General Business District dimensional requirements are noted on the plan. Setback requirements depicted. Setback reduction per 145-35O is permitted from Salt Marsh Circle. See zoning note 3 on C100.
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y				See plan note 12. Exterior lighting shall be shielded and downward directional as not to produce glare onto abutting lots or streets. Proposed exterior light locations are shown on the site plan.
(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 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 are not identified on the property. Existing utilities along Route One and Salt Marsh Circle are identified. Proposed underground utilities shown to be extended from existing utility pole along Route One. Sewer connection is proposed via the sewer easement with abutting lot 33-28 to the south. Water connection is proposed from Salt Marsh Circle. Existing fire hydrant is located at the corner of Route One and Salt Marsh Circle.

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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				Sheet C101 depicts existing and proposed 1 foot contours.

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(10)	<p>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.</p>	Y*				<p>All parking is designed as 90 degree parking with 9' x 18.5' dimensions. 26' + wide travel aisles proposed.</p> <p><u>Plan notes 28 spaces are required and 28 are proposed.</u></p> <p>2 spaces are required to be handicap accessible. Plan depicts to ADA spaces. 2 ADA compliant signs for handicap parking are required and are identified on the plan.</p> <p>Unit 2 (1,150 SF of building) requires 3.5 spaces per 1,000 SF = 5 spaces required (Retail/Office/ Service/ Personal Service/ Contractor uses permitted)</p> <p>Unit 3 (1,575 SF of building) requires 1 space per 1,000 SF but no less than 3 spaces = 3 spaces required (Contractor use only)</p> <p>Unit 4 (1,575 SF of building) requires 1 space per 400 SF = 4 spaces required (Contractor/ Personal Service/ Service use only)</p> <p>Unit 5 (1,560 SF of building) requires 3.5 spaces per 1,000 SF = 6 spaces required ((Retail/Office/ Service/ Personal Service/ Contractor uses permitted)</p> <p>3 employees are noted for the Registered Medical Marijuana Dispensary use. The two largest shifts combined is 6 employees. Therefore 6 spaces for employees are required. Of the 2,000SF space, 1,100 SF is for customer area. $1,100 \times 3.5/1000 = 4$ spaces required for customer area. $6 + 4 = 10$ spaces.</p> <p>Planning Board found the 10 parking space proposed to be suitable for the Registered Medical Marijuana Dispensary use on 4/3/23.</p>
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(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y*				<p>A 15 foot wide landscaped buffer is required along Route 1 and Salt Marsh Circle. These buffers are proposed to consist of grass areas and a total of 4 shade trees, minimum of 8’ in height with 3” diameter trunk at breast height. <u>Planning Board to consider if the street tree buffer is suitable after the public hearing.</u></p> <p>This commercial property abuts a future residential lot to the east (Lot 15-1). Shade trees, shrubs, bushes and grass are proposed along 15-1. <u>6’ tall evergreen trees are proposed but additional plantings recommended. Evergreen tree detail needed. Planning Board if the screening proposed is suitable after the public hearing.</u></p> <p>No screening is required for abutting lots 33-16-EXE and 33-28.</p>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				Sewer easement identified.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				Route One and Salt Marsh Circle ROW widths are noted.
(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				All abutters are identified.
(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 Book 19161, Page 923 provided.

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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 to be 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.	Y				An onsite dumpster is identified on the plan and shall meet the 15' setback and to be screened by 6' tall solid fence.
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				Capacity letter from the Wells Sanitary District dated 4/10/23 provided. Adequate capacity to serve this property exists.
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				Capacity letter from the KKWWD dated 4/3/23 provided. Adequate capacity to serve this property exists.
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:	Y				Planning Board did not require additional traffic data. See Parking Note 2 on C100 regarding trip generation 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.					

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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. [Amended 4-27-2007]	Y				Best management practices for soil erosion and sedimentation control are a standard condition of approval. See sheet C2.
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. [Added 4-27-2007]	Y				Stormwater Management Report prepared by CivilX dated March 2023 provided; revised 4/13/23. Town Engineer reviewed, see memo dated 4/13/23.
J.	Any other information or data the reviewing authority determines is necessary to demonstrate compliance with the standards of § 145-75. [Added 4-27-2007]					
	Chapter 201, Article IV. Sidewalk Development.			NA		

Notes:

1. See Article V, VI, VII review comments.
2. See plan markups provided dated 3/29/23.