



Planning & Development
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Subdivision Pre-Application Memo

Date: May 12, 2023
To: Planning Board
From: Planning Office
Re: 88 Burnt Mill Road Subdivision - Map 139, Lot 6

Project Description:

Mike Sudak of Attar Engineering has submitted a subdivision pre-application for the property owned by Gilcrest Development, Inc/ Kevin Hill located off 88 Burnt Mill Road. The subdivision pre-application proposes to develop a 6 dwelling unit Multifamily Development on 3.51 acres of land located off Burnt Mill Road. The property is located within the General Business and Residential A zoning districts and is identified as Tax Map 139, Lot 6.

§ 202-6. Preapplication.

A. Procedure:

- (1) Applicant presentation and submission of sketch plans. **Planning Board to consider receiving the pre-application on 5/15/23**
- (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. Density calculations are good.
 - ii. Open space area calculations are good.
 - iii. See note 10. The Planning Board to determine the road requirements of the Multifamily Development.
 - a. Fire Chief input is needed, but to be determined by the Planning Board.
 - b. Typically, a cul-de-sac is required vs. a turn-tee.
 - c. Road width to be determined.
 - iv. Visual screening will be required in most buffers.
 - v. Water service extension to be evaluated per 202-12(b)
 - vi. On-site fire protection to be addressed.
 - vii. Stormwater management to be addressed.
 - viii. A 75' setback from Teresa Lane is required. Adjustment to setback line required for building envelope 1 and possibly 7.
 - d. Public comment email received and is attached.