



# TOWN OF WELLS, MAINE STAFF REVIEW COMMITTEE

Meeting Minutes  
Tuesday, May 9, 2023, 9:00 AM  
Town Hall Meeting Room, Second Floor  
208 Sanford Road, Wells

The meeting was called to order by Assistant Planner Shannon Belanger.

Members present: Assessor Keeley Lambert representing the Public Works Dept., Assistant CEO Jim Genereux, Police Chief Jo-Ann Putnam, Fire Chief Mark Dupuis, Meeting Recorder Cinni Davidson.

## MINUTES

February 28, 2023

### **MOTION**

Motion by Jo-Ann, seconded by Mark, to accept the minutes as written. Passed unanimously.

April 25, 2023

Tabled to the next meeting. There was not a quorum of the members who were present.

## DEVELOPMENT REVIEW & WORKSHOP

- I. **SEAGLASS VILLAGE** - Seaglass Village Condominium Association, owner/applicant; John Connors, agent. Site Plan Amendment Application to remove a 14' x 28' area for future structure to the west of the pool and locate a new 14' x 20' structure to the south of the pool house/ office building. The amendment must also address a stone patio/fire pit constructed west of the pool area and a walkway to the office building. No change to the 179 seasonal cottage units or 24 hotel/motel units on the property. The property is located off 1 Old County Road and is within the General Business, Rural and 75' Shoreland Overlay Districts. Tax Map 19, Lot 31. **Workshop compliance and Findings of Fact & Decisions for possible approval**

Applicant John Connors was present. DEP requires an after-the-fact approval to be filed for the patio. There was a question about the original bond and if the Town is still holding any of the funds. Shannon keeps those records and will check into it.

1 **MOTION**

2 Motion by Jo-Ann, seconded by Jim, to allow the 1 inch = 50 feet plan scale. Passed  
3 unanimously.

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5 **MOTION**

6 Motion by Jo-Ann, seconded by Jim, to find the application complaint. Passed unanimously.

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8 Items A-N of the Findings of Fact & Decisions and the special conditions of approval have been  
9 met.

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11 **MOTION**

12 Motion by Jo-Ann, seconded by Jim, to approve the Findings and site plan and sign them at the  
13 end of the meeting. Passed unanimously.

- 14  
15 **II. MARINA CLEANING SERVICES** – Marina DeMarco, owner; Michael Demmons,  
16 applicant; Dow Hill Architects & Design, agent. Site Plan Amendment Application to  
17 convert first floor of existing structure to 2,040 SF Business Retail use and 1,160 SF  
18 Business Office/Service/ Contractor use. No change to the dwelling unit on the 2nd  
19 floor. Additional parking spaces proposed. The property is located off 1574 Post Road  
20 and is within the General Business and 75' Shoreland Overlay District. Tax Map 135,  
21 **Lot 1. Receive Site Plan Amendment Application and Workshop draft**  
22 **completeness**

23  
24 Marina DeMarco and Michael Demmons presented the site plan amendment application for a  
25 Business Retail space and Business Office/Contractor/Service Business use.

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27 **MOTION**

28 Motion by Jim, seconded by Jo-Ann, to receive the site plan amendment application. Passed  
29 unanimously.

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31 Plan mark-ups have been provided to the applicant. The retail and office spaces are being  
32 switched on the plan, which will change the parking requirement. The retail space will have  
33 vending machines with food and drinks. Inside and outdoor seating will be available. An access  
34 easement across the front benefits the adjacent lot. There is no crosswalk on this corner and the  
35 applicant is concerned about pedestrian safety. The proposed traffic flow is one way in with an  
36 exit onto Brook Lane. Some parking spaces are planned for the access easement; this use needs  
37 to be discussed with the Browns. Some spaces could be moved to the rear of the lot. Handicap  
38 parking is 4% of the total parking which would be 1 or 2 spaces. The Fire Marshall requires an  
39 ADA entrance. Mark said they may need sprinklers in the assembly area based on the square  
40 footage. A fire protection engineer can advise on the fire resistant ceiling.

41  
42 The broken fence is owned by the State and leased by the Town. Shannon will follow up with  
43 DPW about repairing/replacing it. Any possible future structures such as a shed should be added  
44 to the plan now. Business hours should be noted on the plan and there is a noise ordinance.  
45 Hours for the cleaning business will be 8 AM – 5 PM Mon-Fri. The dumpster has to meet the  
46 setback requirement. It will be near the back parking area and screened by a solid fence.

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**ADJOURN**

**MOTION**

Motion by Mark, seconded by Jim, to adjourn and sign plans and Findings. Passed unanimously.

RESPECTFULLY SUBMITTED:

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Cinndi Davidson, Meeting Recorder

ACCEPTED BY:

\_\_\_\_\_  
Shannon Belanger, Assistant Planner

DRAFT