



Planning & Development
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Major Subdivision Application Memo

Date: August 4, 2023

To: Planning Board

From: Planning Office

Re: Rolling Woods Preserve Subdivision - Map 67, Lot 3

Project Description:

Corner Post Land Surveying, a division of Sebago Technics, has submitted a Final Subdivision Application on behalf of the property owner, Jackson Drysdale, LLC. The subdivision consists of a 17 lot/dwelling unit residential cluster subdivision on 23.38 acres (1,018,234 SF) of land. An outsale lot (3-A) to be conveyed separately and is not part of the subdivision. The proposed cluster lots to have street frontage off of a private street ROW to be named Rolling Woods Lane. Lots to be served by on-site septic systems and wells. The subdivision is located within the Residential A and Rural District. Tax Map 67, lot 3.

§ 202-9. Final plan for major subdivision.

A. Procedure.

- (1) The subdivider shall, within six months after the approval of the preliminary plan, file with the Board an application for approval of the final plan at least 10 days prior to a scheduled meeting of the Board. If the application for the final plan is not submitted within six months after preliminary plan approval, the Board may refuse without prejudice to act on the final plan and require resubmission of the preliminary plan. The final plan shall approximate the layout shown on the preliminary plan, plus any recommendations made by the Board. **[Amended 7-11-1996] Preliminary approval granted 2/6/23; final subdivision application submitted within 6 months on 6/14/23.**
- (2) If a public hearing is deemed necessary by the Board, an additional fee in the amount established by the Board of Selectmen following notice and a public hearing shall be required to cover the costs of advertising and postal notification. **[Amended 7-9-2002; 4-16-2004] Final Public Hearing to be held 8/7/23**
- (3) The subdivider, or his duly authorized representative, shall attend the meeting of the Board to discuss the final plan. **Yes**
- (4) When the application is received by the Planning Board, it shall give the applicant a dated receipt acknowledging that it has received the application. **Final Application received on 6/26/23**

- (5) Within 30 days after receiving any application, the Board shall notify the applicant in writing either that the application is complete or, if it is incomplete, the specific additional material needed to complete the application. The Board shall determine whether to hold a public hearing on the final plan application. **Final Public Hearing to be held 8/7/23**
- (6) Prior to submittal of the final plan application, the following applications shall be submitted to the appropriate entities, where appropriate: [Amended 11-2-2021]
- (a) Maine Department of Environmental Protection, under the Site Location of Development Act and the Natural Resources Protection Act. **Editor's Note: See 38 M.R.S.A § 481 et seq. and 38 M.R.S.A. § 480-A et seq., respectively. Not applicable, designated growth area.**
 - (b) The Kennebunk, Kennebunkport and Wells Water District, if the district's water service is to be used. **Not Applicable**
 - (c) Maine Department of Human Services, if the subdivider proposes to provide a central water supply system. **Not Applicable as no central water supply is proposed. Individual private wells are proposed.**
 - (d) The Wells Sanitary District, if the public sewage disposal system is to be used. **Not Applicable**
 - (e) Maine Department of Human Services, if a centralized or shared subsurface sewage disposal system(s) is to be utilized. **Not Applicable as shared subsurface sewage disposal systems are not proposed.**
 - (f) An Army Corps of Engineers dredge and fill permit. **No wetland fill proposed**
 - (g) NPDES permit for stormwater discharges. **Permit by Rule/ NOI permit required, copy of application provided.**
 - (h) Maine Department of Transportation entrance or traffic movement permit. **MDOT entrance permit approved 12/29/2021 Permit # 30490. MDOT approved the final design drawings, see email dated 4-10-23.**
- (7) A public hearing may be held by the Planning Board within 30 days after the issuance of a receipt for the submittal of a complete application. This hearing shall be advertised in a newspaper of local circulation at least two times, the date of the first publication to be at least seven days before the hearing, and the notice of the hearing shall be posted in at least three prominent places at least seven days prior to the hearing. When a subdivision is located within 500 feet of a municipal boundary and a public hearing is to be held, the Planning Board shall notify the Clerk and the Planning Board of the adjacent municipality involved at least 10 days prior to the hearing. **Final Public Hearing to be held 8/7/23**
- (8) Upon receipt of an application for a subdivision containing 20 lots or dwelling units or more, the Planning Board shall notify the Road Commissioner, School Superintendent, Police Chief and Fire Chief of the proposed subdivision, the number of dwelling units proposed, the length of roadways and the size and construction characteristics of any multifamily, commercial or industrial buildings. The Planning Board shall request that these officials comment upon the adequacy of their department's existing capital facilities to service the proposed subdivision. **Not applicable, 17 lots are proposed.**
- (9) Before the Board grants approval of the final plan, the subdivider shall: [Amended 11-2-2021]
- (a) Meet the performance guaranty requirements contained in § 202-13. **To be determined.**

- (b) Obtain in writing approvals listed in Subsection A(6) if applicable. **To be determined**
- (10) The Board, within 30 days from the public hearing or within 60 days of the official submittal date if no hearing is held, shall make findings of fact and conclusions relative to the standards contained in 30-A M.R.S.A. § 4404, Subsection 3 and in these regulations. If the Board finds that all standards of the statute and these regulations have been met, it shall approve the final plan. If the Board finds that any of the standards of the statute and these regulations have not been met, the Board shall either deny the application or approve the application with conditions to ensure all of the standards will be met by the subdivision. The reasons for any denial or conditions shall be stated in the records of the Board. **To be determined**
- B. Submissions. The final plan shall consist of one or more maps or drawings drawn to a scale of not more than 100 feet to the inch. Plans for subdivisions containing more than 75 acres may be drawn at a scale of not more than 200 feet to the inch. Plans shall be no larger than 24 inches by 36 inches in size and shall have a margin of two inches outside of the border line on the left side for binding and a one-inch margin outside the border along the remaining sides. Space shall be reserved thereon for endorsement by the Board located in the lower left corner of the plan. Four copies of the plan shall be submitted. In addition, the applicant shall submit 11 copies of the final plan, reduced to a size of 11 inches by 17 inches, and all accompanying information to the Office of Planning and Development no less than 10 days prior to the meeting. The application for approval of the final plan shall include the following information: [Amended 4-13-1999; 4-27-2007; 11-2-2021]

Recommendations and conclusions:

1. The Planning Board to workshop public hearing comments.
2. Final completeness review comments were the following:
 - a. Stormwater Management plan and erosion and sedimentation control plans provided and reviewed by Town Engineer, see memo dated 8/4/23.
 - b. Fire protection noted and depicted to be a 30,000 gal cistern system.
 - c. Cost Estimate provided. See review memo dated 8-3-23.
 - d. The Final Route 109 improvement plans been approved by MDOT.
 - e. What is the encroachment of Map 67 Lot 4 into the proposed No Cut Buffer on Lot 3-17? Is it to be removed? Is replanting needed?
 - f. Proposed wells on Lots 10 and 12 to be relocated out of the projected nitrate plumes.
 - g. Note to be added that all driveways shall provide on-site vehicular turn arounds and driveways shall have culverts installed as specified on Sheets C3.1 and C3.2.
 - h. Final HOA ad sample documents reviewed by Town Attorney. Town Engineer review is pending.
3. The Planning Board to consider the following Compliance review items:
 - a. Cluster street frontage reduction to be determined per 145-49C(3) to be reduce to a minimum of 50 feet.

- b. Consider what plantings or screening may be required to achieve the 30' wide no-cut buffer for Map 67, Lot 4 due to encroachment that must be resolved.
 - c. Consider finding the Open Space proposed as suitable.
 - d. Consider finding the monumentation shown to be suitable.
 - e. Determine that shared driveways are not required for the cluster lots.
 - f. Underground utilities are required unless a waiver is granted by the Planning Board. Overhead utilities are proposed from Route 1 to Station 4+00 along Rolling Woods Lane. If the applicant requests a waiver it should include reasoning as to why underground utilities cannot be installed.
 - g. The subdivision is located within the RA zone. The Planning Board to determine interconnection with other subdivisions or adjacent properties is not feasible.
 - h. Determine if the 30,000 gallon fire cistern proposed is suitable fire protection for the 17 lot/dwelling unit subdivision.
4. Planning Board to continue the compliance workshop for 30 days.