

Town of Wells, Maine Review Checklist

Page 1 of 6

Project Name/District: Anchor Inn / General Business District – Tax Map 27, Lot 4

Date of Review: 08-02-23

Prepared By: Office of Planning & Development

Company Name: Town of Wells

**Article VII
Performance Standards**

§ 145-52. Lodging Facilities. [Amended 4-12-2003]		Application Meet Requirements			
		Yes	No	NA	Comments
A.	Any lodging unit in a bed-and-breakfast or a hotel/motel that exceeds 470 square feet or a housekeeping or seasonal cottage that exceeds 600 square feet shall meet the density requirements for a dwelling unit located in the same district. [Amended 11-5-2013]		N		<p><u>Unclear if existing motel units are 470 SF or less in area? To be added to Table on site plan.</u></p> <p><u>Unclear if proposed motel units to be 470 SF or less in area. To be added to Table on site plan/floor plan.</u></p> <p><u>Site plan to note. Architect plans, unit table could add unit floor area sizes. Units scale as less than 470 SF.</u></p>
(1)	A porch or deck may be attached to each lodging unit and shall not be included in the footprint of the lodging unit unless the porch is heated and/or insulated.		N		<p><u>Unclear if existing motel units have decks or porches? Maximum of 160 SF permitted. Units scale as less than 470 SF.</u></p> <p><u>Proposed motel units show porches or decks proposed.</u></p> <p><u>Plan to note porch and decks are not to exceed 160 SF and shall not be insulated or climate controlled.</u></p>
(2)	Any lodging unit existing on January 1, 1994, required to comply with any state or federal regulations for handicapped accessibility, may be enlarged beyond the maximum allowed footprint, provided that the expansion is the minimum area required to comply with the regulations.			NA	
B.	Kitchen facilities are permitted in the individual units in housekeeping cottage complexes and in hotel/motels.	Y*			<u>Site plan to note that kitchen facilities are permitted in hotel units.</u>

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Page 2 of 6

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		Yes	No	NA	Comments
C.	All motels, hotels and housekeeping cottages shall be connected to the public water and public sewer systems.		N		<u>Site plan does not note that the hotel/motel units shall be connected to public water and public sewer. Sewer connection to new building depicted.</u>
D.	All lodging units, other than the unit occupied by the resident manager, shall be available to the traveling public and shall not be reserved for the exclusive use of the owner, his family and his friends.		N		<u>Site plan to note if a manager’s dwelling or dwelling unit exists.</u> <u>Site plan to note that all motel units shall be available to the traveling public and shall not be reserved for the exclusive use of the owner, his family and his friends.</u>
E.	Lodging facility office. All lodging facilities constructed after May 1, 2007, regardless of the number of units, shall maintain an office on the licensed premises or within 150 feet of the lodging facility’s site boundaries. Except as otherwise provided in § 150-83B(2), all lodging facilities constructed prior to May 1, 2007 having 10 or more units shall maintain an office on the licensed premises or within 150 feet of the lodging facility’s site boundaries. Except as otherwise provided in § 150-83B(2), if a lodging facility constructed prior to May 1, 2007 has less than 10 units, the Selectmen may waive the office requirement if the Selectmen find: (1) that adequate provision has been made to enable the public to reach an innkeeper and/or rental manager after hours; and (2) that there is public telephone access either on-site, or, within 150 feet of the lodging facility’s site boundaries. If granted, such a waiver shall be filed with the lodging facility’s business license and shall remain in effect so long as all of the conditions upon which it was granted continue to be satisfied. This subsection does not apply to a seasonal cottage complex that is created by the conversion of a housekeeping cottage complex to a seasonal cottage complex, provided that a housekeeping cottage complex that had an office prior to conversion shall maintain the office. [Amended 4-27-2007]		N		<u>The lodging facility office to be labelled on the plan.</u> <u>The lodging facility office hours to be defined. 2023 Lodging Application notes office hours to be 9am to 5pm and that this facility shall close November 5th to May 5th of each year. Will these office hours and closure timeframe remain unchanged? Site plan to note.</u> <u>Lodging records indicate length of stay restrictions for hotel guests is a maximum of 28 days. Site plan to note.</u>
F.	Any nonconforming lodging facility that seeks site plan approval or an amendment to an approved site plan shall conform to the requirements of Subsections D and E(1).	Y			

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G.	Seasonal cottage facility.			NA	Such a facility is no longer a permitted use in the Town of Wells. All existing cottages to be removed/demolished.
(1)	Kitchen facilities are permitted in the individual units of seasonal cottages.				
(2)	All seasonal cottages shall be connected to the public water and public sewer systems.				
(3)	All seasonal cottage units shall be available to the traveling public, but may be occupied by a single individual or group for a time period of up to six months.				
(4)	All seasonal cottages in a seasonal cottage complex shall be closed and water service to the units turned off between November 1 and April 30 of the following year.				
H.	Housekeeping cottage complex conversion to seasonal cottage complex.			NA	No such use exists or is permitted.
(1)	As of January 1, 2003 no seasonal cottage complexes exist.				
(2)	A housekeeping cottage complex existing on January 1, 2003, may be converted to a seasonal cottage complex by applying to the Staff Review Committee for a change of use, following the procedures and requirements of Article X, Site Plan Approval.				
	(a) A note shall be added to the plan that states "All units shall be closed and water service to the units shall be turned off from November 1 through April 30 of the following year."				
	(b) If the complex is held in a condominium form of ownership, a copy of the condominium documents must be supplied, a current list of owners and a letter from the board of directors requesting the change of use.				
(3)	Construction of new seasonal cottages or other buildings or additions to seasonal cottages, buildings or other structures begun after the conversion of a housekeeping cottage complex to a seasonal cottage complex must comply with the requirements of ' 145-52H, Seasonal cottage facility.				
I.	Hotel/motels shall meet the following criteria: [Added 11-5-2013]				A total of 105 hotel/motel units are proposed on the property.

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(1)	A minimum lot size: three acres of net area.	Y			<u>The lot is 58 acres in size. To be noted on the plan. The motel LCE area is 2.952 acres.</u>
(2)	A minimum of 20 hotel/motel units in a single building.	Y*			The following existing buildings are grandfathered as non-conforming and no changes are proposed to these buildings: Building B has 12 motel units, Building A has 16 motel units, Building D has 12 motel units and Building E has 14 motel units. The proposed 3-story building shall have 51 motel units.
(3)	A minimum buffer between any street right-of-way which meets or exceeds the following:				
	(a) For a one-story building, a minimum setback of 40 feet;	Y			The one-story pool building meets the 40 foot setback from Route One.
	(b) For a two-story building, a minimum setback of 60 feet;	Y			All two-story buildings are located over 60 feet from Route One.
	(c) For a three-story building, a minimum setback of 80 feet;	Y			The 3-story building is located over 80 feet from Route One.
	(d) The buffer shall consist of trees, shrubs, plantings, grass, and mulch areas;				<u>Planning Board to review the Route One buffer requirements.</u>
	(e) Non-vegetated features such as access roads, walkways, and trolley stops may be allowed in the buffer;	Y			The property entrance is within the buffer.
	(f) Two handicap-accessible parking spaces may be allowed in the buffer; and	Y			No parking is located within the buffer.
	(g) The buffer shall be approved by the Planning Board.				<u>Planning Board to review the Route One buffer requirements.</u>
(4)	There shall be a buffer strip of at least 25 feet in width adjacent to all lot lines of natural or planted vegetation.				The 25' wide buffer adjacent to lot lines is depicted on the site plan.
	(a) The buffer shall create a visual screen to existing residential uses.			NA	The property does not abut residential uses.

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	(b)	An access road may be allowed to cross the buffer.	Y			The property entrance is within the buffer.
	(c)	The buffer shall be approved by the Planning Board.				<p><u>Planning Board to review the 25' wide buffer requirements.</u></p> <p>The 25' buffer for the Meadowledge RV Park LCE is non-conforming as the RV park was built prior to the adoption of this performance standard.</p> <p>The 25' wide buffer within the common area (Grenier Lane) is non-conforming as the travel way was built prior to the adoption of this performance standard.</p>
(5)		A hotel/motel office shall be provided.	Y			
(6)		Three-story buildings shall enclose all stairways.	Y*			<u>To be noted on the site plan.</u>
(7)		All facilities shall be connected to public water and public sewer systems.		N		<u>To be noted on the site plan.</u>
(8)		All buildings shall be constructed with sprinkler systems.		N		<u>To be noted on the site plan.</u>
(9)		Kitchen facilities are permitted in the hotel/motel units.		N		<u>To be noted on the site plan.</u>
(10)		Only gas fireplaces shall be permitted.		N		<u>To be noted on the site plan.</u>
(11)		Only one manager's dwelling unit may be permitted.		N		<u>To be noted on the site plan.</u>
(12)		The hotel/motel unit deck or enclosed porch shall not be insulated or climate controlled.		N		<u>To be noted on the site plan.</u>
J.		Bed-and-breakfast/small inns shall meet the following criteria: [Added 11-5-2013]			NA	No such use exists or is proposed.
(1)		The dwelling unit, bed-and-breakfast/small inn room units, and common facilities shall be located within one building, except for accessory structures.				

Town of Wells, Maine Review Checklist

Page 6 of 6

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			Yes	No	NA	Comments
	(2)	The minimum lot size and minimum density shall meet the dimensional requirements of the zoning district for which the lot is located plus an additional 4,000 square feet per bed-and-breakfast/small inn room unit.				
	(3)	A bed-and-breakfast/small inn office shall be provided.				