



TOWN OF WELLS, MAINE STAFF REVIEW COMMITTEE

Meeting Minutes

Wednesday, September 6, 2023, 9:00 AM
Town Hall Meeting Room, Second Floor
208 Sanford Road, Wells

The meeting was called to order by Town Engineer/Planner Mike Livingston.

Members present: CEO Jodine Adams, Assistant Planner Shannon Belanger representing the Public Works Dept., Police Chief Jo-Ann Putnam, Fire Chief Mark Dupuis, Meeting Recorder Cindi Davidson.

MINUTES

August 15, 2023

MOTION

Motion by Jodine, seconded by Mark, to accept the minutes as written. Passed unanimously.

DEVELOPMENT REVIEW & WORKSHOP

- I. **MILLIARD CONSTRUCTION** - Gary Milliard, owner/ applicant. Site Plan Amendment Application to convert 350 SF of existing space within Building A into Business Services use. All other buildings and uses to remain as previously approved. The property is located at 777 Sanford Road and is within the Light Industrial District. Tax Map 49, Lot 69. **Receive Site Plan Amendment, Workshop Completeness and Compliance**

Applicant Gary Milliard presented a plan to convert part of Building A to Business Service Use. Three parking spaces will be added for the new use.

MOTION

Motion by Mark, seconded by Jodine, to receive the site plan amendment. Passed unanimously.

Corner Post Land Surveying gave permission to use their 2019 copyrighted plan for the amendment with the condition that it isn't recorded.

MOTION

Motion by Jo-Ann, seconded by Mark, to waive the plan scale. Passed unanimously.

1
2 **MOTION**

3 Motion by Mark, seconded by Jodine, to find that 15' wide landscaped buffers and
4 screening/buffering for abutters remain suitable. Passed unanimously.

5
6 **MOTION**

7 Motion by Mark, seconded by Jodine, to find the application complete. Passed unanimously.

8
9 **MOTION**

10 Motion by Jodine, seconded by Mark, to find the application compliant. Passed unanimously.
11 Jo-Ann was concerned about the sight distance looking toward Sanford, and keeping the
12 vegetation cleared near the driveway.

13
14 Jodine noted that the tenant needs to obtain a building permit for the new use, then he can obtain
15 a business license.

16
17 Jo-Ann asked if the tenant will have a sign; it should be located carefully.

18
19 Mark asked about the previous use. It will still be a garage, with no separation between the
20 businesses. The tenant is renting one bay.

21
22 **MOTION**

23 Motion by Jo-Ann, seconded by Jodine, to approve the plan and Findings of Fact & Decisions
24 and sign them at the end of the meeting. Passed unanimously.

- 25
26 **II. 12 VERA LANE** – Jason and Lee Talevi, owners; Bud Angst, applicant/agent. Site
27 Plan Application for a Standard Restaurant use within a two-family dwelling unit and
28 1,196 SF Business Office use within an existing vacant structure. No changes proposed
29 to two other existing single family dwelling units or their accessory garages and shed.
30 The property is located off 12 Vera Lane and falls within the General Business and
31 250' Shoreland Overlay Districts. Tax map 117, Lot 51. **Workshop draft**
32 **completeness and compliance**

33
34 Jason Talevi, owner, and Bud Angst and Jenny Dillon of Woodhull Maine were present.
35 Plan changes that have been made include reconfiguring the parking and widening the entrance.
36 There are 2 dwelling units in the back building. Mark asked about the basement unit and if
37 egress is adequate. There is a ground level exit and a stairway. The bedroom windows need to
38 be egress windows also. Mike asked the Code Office to research if it is a legal apartment and
39 note it on the plan. Jodine said that smoke detectors are required. Mark said the emphasis is on
40 life safety.

41
42 Mike discussed the 75' wetland setback. The high water mark is usually at contour 6. No
43 development is proposed within the setback. There will be a note on the plan that the existing
44 tree line will be maintained. The insignificant amount of lot coverage increase won't have much
45 impact on stormwater runoff.

1 **MOTION**

2 Motion by Jodine, seconded by Mark, to waive the requirement for a stormwater analysis. Passed
3 unanimously.

4
5 Landscaped buffers and screening were discussed. Two shade trees are proposed along Route
6 One. Jo-Ann said they should be at the rear of the buffer and away from the pavement.

7
8 **MOTION**

9 Motion by Jodine, seconded by Mark, to approve the 25' buffer along all lot lines. Passed
10 unanimously.

11
12 **MOTION**

13 Motion by Jodine, seconded by Mark, that the existing vegetation provides suitable screening for
14 the residential abutter to the south. Passed unanimously.

15
16 No grade change is proposed for the patio. Parking has been reconfigured and meets the
17 requirements. Mark discussed the café. There should be a suppression system over the cook line.
18 The rating will be 2 hours between the café and the residential units, and 1 hour between
19 residential units. Basement storage will be divided between residential and dry storage for the
20 café. A 2 hour rating is required. Shannon said the open space requirement for multifamily
21 developments has to be calculated, and 35% has to be dedicated open space.

22
23 **MOTION**

24 Motion by Jodine, seconded by Mark, to continue the workshop for up to 60 days. Passed
25 unanimously.

26
27 **ADJOURN**

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29 **MOTION**

30 Motion by Mark, seconded by Jo-Ann, to adjourn. Passed unanimously.

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32 **RESPECTFULLY SUBMITTED:**

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34 _____
35 Cinndi Davidson, Meeting Recorder

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37 **ACCEPTED BY:**

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39 _____
40 Mike Livingston, Town Engineer/Planner