

Town of Wells, Maine
Article X , 145-77 Data Requirements (Completeness Review)
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Project Name/District: Harborside Condominium / Beach Business and 250'
Shoreland Overlay District -Tax Map 122, Lot 38

Date of Review: 3/5/25; 10/21/25;
2/13/26

Prepared By: Planning Office

Company Name: Town of Wells

Article X
Site Plan Approval

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
Any application presented for approval shall include the following information if applicable:						
A.	A site plan drawn at a scale not smaller than one inch equals 40 feet and is on a plan 24 inches by 36 inches in size with a one-inch minimum border which shall contain the following information: [Amended 6-12-2012]	Y				Scale is 1" = 10 feet.
	(1) The name and address of the applicant plus the name of the proposed development.	Y				Applicant/ Business name and address noted.
	(2) Total floor area, ground coverage and location of each proposed building, structure or addition.	Y*				Beach Business and Shoreland Overlay zone dimensional requirements noted on the plan. <u>Lot coverage calculation noted as 11,740 SF or 89%.</u> <u>Lot area noted as 13,160 SF is based on area of land to the high water line?</u> <u>Total gross floor area of the two-story motel building to be noted on the plan.</u> Footprint noted as 9,010 SF. Unit 21 gross floor area is noted as 1,680 SF.

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(3)	Perimeter survey of the parcel, made and certified by a registered land surveyor licensed in Maine, relating to reference points, showing true or magnetic North, graphic scale, corners of parcel, date of survey and total acreage. The requirement for a certified boundary survey may be waived by the reviewing authority if the proposed construction is located a distance equal to the required setback plus 10 feet from any lot line.	Y*				<p>An existing conditions survey has been prepared and stamped by Stephen W. Everett, PLS 2161 dated 9/22/2025. Grid north noted, scale is 1" = 10 feet. <u>total acreage of the property to be clarified.</u></p> <p>Plan references noted. <u>Deed references needed.</u></p> <p>Bearings only to nearest minute. Feet only to nearest tenth. Conflict on location of boundary along Webhannet Drive is noted.</p>
(4)	All existing and proposed setback dimensions.	Y*				<p>Setback requirements noted to plan note 5. <u>Setback dimensions to be identified from lot lines.</u></p> <p>75' setback from highwater line of Webhannet River identified.</p> <p>4' setback from lot line abutting street right of ways appears to be met. 6' setback from lot line for unit 21 is not met and appears to be grandfathered as nonconforming. The Motel unit building meets the 6' lot line setback.</p> <p><u>The existing dumpster is located within the 6' lot line setback abutting lot 37. Note 12 to state the dumpster shall be removed from the property no later than 7/1/26. Refuse shall be disposed of using individual on-site trash receptacles/cans.</u></p>

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(5) The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y*				<u>Various light posts exist along lot lines or on abutting property. Plan to label light posts.</u> <u>Plan note 9 to state that when the light posts that encroach onto abutting property are replaced they shall be located on Lot 38.</u>
(6) The type, size and location of all incineration devices.			NA		No such devices exist nor are proposed.
(7) The type, size and location of all machinery likely to generate appreciable noise at the lot lines.			NA		No such machinery identified or proposed.
(8) The location, type and size of all existing and proposed catch basins, storm drainage facilities, wetlands, streams and watercourses and all utilities, both above and below ground.	Y				Existing catch basin and manhole identified. Webhannet River identified. Utility pole and overhead electrical lines identified.
(9) All existing contours and proposed finished grade elevations of the portions of the site which will be altered and the system of drainage proposed to be constructed. Contour intervals shall be specified by the reviewing authority. This requirement may be waived by the reviewing authority if no additional lot coverage is proposed or the proposed lot coverage is less than 30% and has an area of less than 15,000 square feet.				W	Parcel contours not identified. No changes to grading proposed. Staff Review Committee granted a waiver of identifying contours on the plan on 10/28/25.

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(10)	The location, type and size of all curbs, sidewalks, driveways, fences, retaining walls and parking space areas and the layouts thereof, together with the dimensions.	Y*				<p>Sidewalk and crossing along Mile Road are labelled on plan.</p> <p>Property entrance off Mile Road and exit onto Webhannet Drive identified. Fences along lot lines identified, with heights and types noted.</p> <p>Parking spaces are identified and are shown to be widened and lengthened so that they meet the dimensional requirements required.</p> <p>90 degree spaces require 9' x 18.5' dimensions, 60 degree spaces require 8.5' x 19' dimensions with 16 foot wide one-way. Plan must note the dimensions.</p> <p>1 space is required to be ADA compliant. <u>The property may utilize a portable ADA compliant sign for spaces 1, 2, 3, 7, 11, or 17. See plan note 11d.</u></p>

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(11)	All landscaped areas, fencing and size and type of plant material upon the premises.					<p>Fences along lot lines identified, with heights and types noted.</p> <p><u>Shrubs/ tree types and heights to be noted. Grass areas to be labelled.</u> 5 evergreen trees exist along Lot 37 and 37. 3 shrubs and grass exist along Webhannet Drive. Grass and 1 shrub exist along lot 39. <u>SRC to review and determine screening and buffering on 2/18/26.</u></p> <p><u>Lodging Facility buffer requirements are grandfathered as non-conforming. Any vegetation that exists shall be maintained. See note 28.</u></p> <p><u>Visual screening for residential abutter along lot line of lot 34 does not exist. Property is grandfathered as non-conforming, SRC to make determination on 2/18/26.</u></p>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y*				<p><u>Non noted on the plan.</u></p> <p><u>Drainage Easement to the Town of Wells Bk 14099, Page 6 is noted on the plan at the catch basin but not across the lot.</u></p> <p>Declaration from 1986 Book 3741, Pg 250 and amendment to Declaration Book 4077, Page 251 on file.</p>
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.					<p>Mile Road and Webhannet Drive noted. Road widths noted to be 49.5'.</p>

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(14)	The lot lines of all lots abutting the proposed development, including those lots across the street, together with the names on file in the Town offices as of the date of the application.	Y				All abutters are identified.
(15)	An appropriate place for the signature(s) of the reviewing authority.	Y				Staff Review Committee signature block provided.
B.	Documentation of right, title or interest in the proposed site.	Y				Permission from Condominium Association provided. Condominium Declaration on file.
C.	An on-site soils investigation report by a Maine Department of Human Services licensed site evaluator (unless the site is to be served by public sewer). The report shall identify the types of soil, location of test pits and proposed location and design for the subsurface disposal system.			NA		Property served by public sewer. See note 16.
D.	The amount and type of any raw, finished or waste materials to be stored outside of roofed buildings, including their physical and chemical properties, if appropriate.	Y*				<u>The existing dumpster is located within the 6' lot line setback abutting lot 37. Note 12 to state the dumpster shall be removed from the property no later than 7/1/26. Refuse shall be disposed of using individual on-site trash receptacles/cans.</u>
E.	If the proposed use will be connected to the Wells Sanitary District's sewer system, a letter from the Sanitary District stating that adequate line and plant capacity to dispose of the generated sewage will be available.				W	The property is served by public water. Staff Review Committee found that an updated capacity letter from KKWWD is not necessary on 10/28/25. No change in use proposed.
F.	If the proposed use will be connected to the Kennebunk, Kennebunkport and Wells Water District water system, a letter from the Water District stating that adequate line and supply capacity to serve the proposed use will be available.				W	The property is served by public sewer. Staff Review Committee found that an updated capacity letter from WSD is not necessary on 10/28/25. No change in use proposed.
G.	Traffic data. Only the Planning Board may require that a site plan application include a traffic engineering study should the project be considered one of substantial magnitude along any of the Town's state highways where fast-moving traffic occurs (i.e., Route Nos. 1, 109, 9, 9-A and 9-B). Should a traffic study be requested by the Planning Board, the following data shall be included:			NA		Traffic information is not necessary. No increase or change in use proposed.

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(1)	The estimated peak-hour traffic to be generated by the proposal.					
(2)	Existing traffic counts and volumes on surrounding roads.					
(3)	Traffic accident data covering a recent three-year period.					
(4)	The capacity of surrounding roads, municipal facilities, parking and any improvements which may be necessary on such roads and facilities to accommodate anticipated traffic generation.					
(5)	The need for traffic signals and signs or other directional markers to regulate anticipated traffic.					
H.	A soil erosion and sedimentation control plan, prepared in accordance with the Maine Erosion and Sedimentation Control Handbook for Construction: Best Management Practices, published by the Maine Department of Environmental Protection and the Cumberland County Soil and Water Conservation District, 1991. [Amended 4-27-2007]	Y				Best management practices for soil erosion and sedimentation control are a standard condition of approval. See note 25.
I.	A stormwater management plan, prepared by a registered professional engineer in accordance with the most recent edition of Stormwater Management For Maine: BMPS Technical Design Manual, published by the Maine Department of Environmental Protection, 2006. Another methodology may be used if the applicant can demonstrate it is equally or more applicable to the site. A drainage analysis may be waived by the Planning Board upon request of the applicant and submittal of a letter from a registered professional engineer stating that there will be no adverse impacts to adjacent or downstream properties. [Added 4-27-2007]				W	No changes proposed to stormwater management. Staff Review Committee waived the requirement to provide a stormwater management plan on 10/28/25.
J.	Any other information or data the reviewing authority determines is necessary to demonstrate compliance with the standards of § 145-75. [Added 4-27-2007]					
	Chapter 201, Article IV. Sidewalk Development.			NA		

Notes:

1. See plan markups provided dated 2/13/26.