

**Town of Wells, Maine**  
**Article X , 145-77 Data Requirements (Completeness Review)**  
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Project Name/District: Coastal Commons / General Business District – Tax Map 147, Lot 13

Date of Review: 2/12/26

Prepared By: Office of Planning & Development

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: <b>[Amended 6-12-2012]</b>	Y				Sheet 1 is 1" = 30 feet
(1)	The name and address of the applicant plus the name of the proposed development.	Y				Applicant name and address noted.  Business name formerly (R&L Properties Contractor Units) is now a Condominium called Coastal Commons. Address of property noted.
(2)	Total floor area, ground coverage and location of each proposed building, structure or addition.	Y				Gross floor area of 8,000 SF single-story building is approved.  8,000 SF and 1,920 SF spaces proposed to be used for Retail, Service, Personal Service, Office, Wholesale, Contractor use.  Gross floor area of dwelling units is 1,920 SF. The total gross floor area of the 2-story building is 3,840 SF.  The property was previously undeveloped. Approved lot coverage is 55.5%. General Business District maximum lot coverage of 65% is noted on the plan.

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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				Boundary Survey Plan prepared for R&L Properties by James S. Wright, PLS #1311 of Attar Engineering, Inc. dated 1/5/22 provided.  The site plan approved buildings are within a few feet of the Route One, Laudholm Farm Road and lot line setbacks. Prior to the issuance of a building permit, proposed foundations to be survey located and staked to confirm setbacks shall be met. See plan note 22.
(4)	All existing and proposed setback dimensions.	Y				GB zoning requirements noted on the plan. See plan note 2.  Setbacks depicted from Route 1 as 40', Laudholm Farm Road as 25' and from lot lines as 15'.

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(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y				See note 16 on plan regarding lighting. Exterior lighting shall be shielded and downward directional as not to produce glare onto abutting lots or streets.  Light poles are depicted on the plan. A photometrics plan is provided. Building mounted lights are depicted and accounted for on the photometrics plan. Planning Board voted on 4/11/22 to find the proposed building mounted lights to be suitable as they are not facing Route One.  Light pole detail and building mounted light fixture details are provided on the Photometrics plan.  Signage illumination restrictions outlined in 145-26G(3) are noted on the plan, see note 10.
(6)	The type, size and location of all incineration devices.			NA		No such devices proposed.
(7)	The type, size and location of all machinery likely to generate appreciable noise at the lot lines.	Y				HVAC units are proposed along the easterly boundary adjacent to Lot 14.

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(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			<p>Existing utility poles were identified along Route 1 and Laudholm Farm Road on sheet 2 of prior approval. Underground utility connections were shown from the existing utility pole adjacent to the property entrance off Laudholm Farm Road and from the existing utility pole at the northwesterly lot corner off Route One.</p> <p>The applicant installed 2 new utility poles along the northerly lot line for overhead utility connections to the 8,000 SF building instead of underground. Two poles shall be removed. The pole near Route One may remain. Underground power to be installed from the poles at Route One and at Laudholm Farm Road to both buildings. See plan note 14.</p> <p>Existing and proposed water and sewer lines are identified on sheet 2 of prior approved plan. Sewer main identified and connection information added. See plan label regarding insulation required if cover is less than 4 feet.</p> <p>Water line locations are identified on sheet 2 of prior approved plan. Nearest hydrant is noted to be 223' to the south along Route 1. Waterline locations are revised. KKWWD letter dated 11/7/24 provided. Water line changes on Laudholm Farm Road addressed by ATTAR email dated 5/16/25.</p> <p>Two underground 1,000 gallon propane tanks are noted. Two other 'optional' underground propane tank locations are shown. The intent is to have two subsurface 1,000 gallon tanks on the property. Fire Chief did not recommend tanks adjacent to parking areas due to</p>
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						<p>plowing damage concerns. Guard rails are proposed for protection. See note 19.</p> <p>Stormwater analysis by Lew Chamberlain PE #9762 of ATTAR Engineering provided and concluded no adverse impacts anticipated. Analysis results project a decrease in stormwater runoff from the developed conditions. The Town Engineer has reviewed the analysis and plans and concluded they meet the Town requirements.</p> <p>The location adjacent to Laudholm Farm Road is not longer valid for a propane tank location due to the proposed new grading.</p> <p>See note 24 regarding sprinkler system requirements.</p>
(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.	Y				Existing and proposed 1 foot property contours are depicted on the plan. No wetlands are identified on the plan.

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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>Existing pavement/gravel from previous property entrance to be removed. Edge of pavement for Laudholm Farm Road and shoulder to be established.</p> <p>Proposed entrance/exit to be installed off Laudholm Farm Road.</p> <p>Sidewalks not proposed.</p> <p>40 parking spaces are depicted to be 90 degree angle parking spaces. Spaces are noted to be a minimum of 9' x 18.5'. A minimum of a 26' wide aisle is shown.</p> <p>6' tall solid fencing for residential abutter (Lot 14) was previously required and is proposed to become (43) 6' tall arborvitae trees to be planted as a visual screen. Planning Board found the 43 arborvitae trees to be a suitable screen for lot 14 on 11/4/24. The 43 arborvitae trees shall be installed prior to a building permit.</p>

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(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y				<p>A 15 foot wide landscaped buffer is required along Route 1 and Laudholm Farm Road. These buffers were to consist of a variety of existing and proposed coniferous and deciduous trees but many were removed without site plan approval. The Planning Board found the maintenance of two existing trees and proposed replanting as part of this amendment satisfies the 15' landscaped buffer on 10/21/24. See proposed trees and perennials and existing trees listed on sheet 1 table. The 9 shade trees proposed within the 15' wide landscaped buffer along Route One and Laudholm Farm Road shall be installed prior to the issuance of a building permit. All other plantings to be installed prior to the issuance of an occupancy permit.</p> <p>The commercial property to the north, Lot 11, Map 147, does not require a visual screen.</p> <p>A residential abutter exists to the east, Lot 14, Map 147. A visual screen is required along Lot 14. The plan proposes (43) 6' tall arborvitae trees to be planted as a visual screen. Planning Board found the 43 arborvitae trees to be a suitable screen for lot 14 on 11/4/24. The 43 arborvitae trees shall be installed prior to a building permit.</p> <p>No change to screening or buffering proposed as part of this amendment application.</p>

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(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				No existing restrictions identified as the contractor units and dwelling units were to be owned by R&L Properties and leased/rented.  Coastal Commons Declaration provided and reviewed by Town Attorney and Town Planner. Bylaws and deed provided.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				Route One and Laudholm Farm Road are identified. ROW widths are noted.
(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.  See plan note 22.
B.	Documentation of right, title or interest in the proposed site.	Y				Warranty Deed Book 18632, Page 153 provided.
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		
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				A dumpster is proposed and shall meet setback requirements and be screened by 6' tall solid fence enclosure.  Contractors are permitted to store their vehicles in the hatched spaces adjacent to contractor units. No product or materials to be stored outside of the buildings.  Plan notes that all explosive materials shall be stored in compliance with NFPA standards. See note 19.

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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.		N			A letter from the Wells Sanitary District dated 11/15/21 has been provided stating they have capacity to serve the 12 contractor units and 2 dwelling units proposed.  <b><u>An updated WSD capacity letter has not been provided for the golf simulator use. SRC to consider if this is required or not applicable.</u></b>
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.	Y				A letter dated 2-3-22 from the KKWWD has been provided. See note 24 regarding building sprinkler requirements. Waterline locations are revised. KKWWD letter dated 11/7/24 provided.  <b><u>An updated KKWWD capacity letter has not been provided for the golf simulator use. SRC to consider if this is required or not applicable.</u></b>
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:	Y				Planning Board determined that additional traffic information was not necessary based on the information provided by Attar Engineering on 3/21/22.  Existing yellow flasher light system is depicted on the plan.
(1)	The estimated peak-hour traffic to be generated by the proposal.	Y				See 3/21/22 email from Lew Chamberlain of Attar Engineering. 14 peak hour trips estimated.
(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.					

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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. <b>[Amended 4-27-2007]</b>	Y				Best management practices for soil erosion and sedimentation control are a standard condition of approval.  See sheets 2 and 3.
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. <b>[Added 4-27-2007]</b>	Y				Stormwater management considerations reviewed by the Town Engineer. Stormwater Management Study prepared by Attar Engineering by Lewis Chamberlain, PE dated 1/18/22 and revised 10/21/24. Analysis and plan meet Town requirements. Stormwater pond 1 regrading proposed. Curb extension and rip rap apron addition depicted on plan as recommended.  Minor grading changes of Pond 2 determined to be insignificant by the Town Engineer.
J.	Any other information or data the reviewing authority determines is necessary to demonstrate compliance with the standards of § 145-75. <b>[Added 4-27-2007]</b>					Location of nearest hydrant is noted on the plan to be 223' to the south along Route 1.  Method of fire protection noted on the plan. See note 24.
<b>Chapter 201, Article IV. Sidewalk Development.</b>				NA		

**Notes:**

1. See Article V, VI, VII review comments.