



**Planning & Development**  
**208 Sanford Road, Wells, Maine 04090**  
Phone: (207) 646-5187, Fax: (207) 646-7046  
Website: [www.wellstown.org](http://www.wellstown.org)

<i>Michael G. Livingston, Town Engineer/Planner</i>	<a href="mailto:mlivingston@wellstown.org">mlivingston@wellstown.org</a>
<i>Shannon M. L. Belanger, Assistant Planner</i>	<a href="mailto:sbelanger@wellstown.org">sbelanger@wellstown.org</a>

### Site Plan Amendment Application Memo

Date: February 13, 2026

To: Planning Board

From: Planning Office

Re: Coastal Commons (fka R&L Properties Contractor Business) – Map 147, Lot 13

### **Project Description:**

Lew Chamberlain of ATTAR Engineering Inc has submitted a site plan amendment application on behalf of the owner/applicant, R&L Properties, LLC. The Site Plan Application is seeking approval to add Medium Intensity Commercial Recreation use to two units restricted to golf simulator use only, and to maintain the following uses within the approved 8,000 SF one-story building and 1,920 SF of the 1<sup>st</sup> floor of the smaller building: Business Contractor, Business Office, Business Retail, Business Service, Business Personal Service, and Business Wholesale (less than 5,000 SF). The two dwellings with two bedrooms each on the 2<sup>nd</sup> floor of the smaller building (1,920 SF in area) remain unchanged. A total of 10 business units are proposed between the two buildings. The property to be served by public water (KKWWD) and public sewer (WSD). The property is located within the General Business District and is at 22 Laudholm Farm Road with access off of Laudholm Farm Road. Tax Map 147, Lot 13.

### **§ 145-74. Review and approval process.**

Staff Review Committee process.

- (1) The membership of the Staff Review Committee shall include the Road Commissioner, the Fire Chief, the Police Chief, the Code Enforcement Officer, Town Engineer (if any) and Director of Planning and Development or their designees. The Director of Planning and Development is the Chair of the Committee and shall designate the Vice Chair. **SRC meeting to be held on 2/18/26.**
- (2) If there are site plan approval applications to review, the Staff Review Committee shall meet at least two times a month. The meeting schedule shall be established by the Director of Planning and Development by the first day of December for the following calendar year. The agenda for each Staff Review Committee meeting shall be posted in the Town Hall at least seven days prior to the meeting. Scheduled meetings may be rescheduled if the Committee members or their designees are unable to attend to a time agreed to by all applicants on the agenda for the meeting. **SRC meeting to be held on 2/18/26.**
- (3) An applicant shall be notified of any Staff Committee meetings at which the applicant's plan will be reviewed and shall have the right to attend any Staff Review Committee meetings at which the plan may be reviewed. **Applicant notified of SRC Agenda**
- (4) A new application, revised application or proposed amendment to an approved plan shall be submitted to the Office of Planning and Development at least 10 days prior to the meeting at which it will be considered. The application shall be accompanied by a site plan and the required fee. **Application and fee provided**

(5) Upon the receipt of an application for site plan approval along with certification that the abutters have been sent or delivered notices of the site plan approval application by the applicant, the Code Enforcement Officer shall review the application and the site plan to determine if the proposed use meets the requirements of Articles V, VI and VII. **Abutters mailed notice of use determination and SRC meeting on 2/6/26**

(a) If the application does or does not meet the requirements of Articles V, VI and VII, the Code Enforcement Officer shall notify the applicant in writing.

(b) If the application does meet the requirements of Articles V, VI and VII, the Director of Planning and Development shall place the application on the next meeting agenda of the Staff Review Committee and shall provide the Planning Board with a brief description of the application at its next meeting. At the meeting the Staff Review Committee shall determine if the application is complete. If it is not complete the applicant shall be notified in writing of the information needed to complete the application. **Application to be reviewed by SRC on 2/18/26**

(6) Upon determining that the application is complete, the Committee shall review the site plan and either approve the application and sign the site plan, approve the application with conditions and sign the site plan or deny the application. **To be determined**

(7) The Staff Review Committee may only approve an application by a unanimous vote, and its decision shall be based on the criteria found in § 145-75, and it shall inform the applicant in writing within seven days of its decision stating its reasons. The Committee shall prepare detailed, written findings of fact, based on the evidence presented, and its conclusions and basis thereof. **To be determined**

(8) The Staff Review Committee shall take action on a complete application within 35 days of its receipt by the Staff Review Committee or within a period of time mutually agreed to by the applicant and the Staff Review Committee. Failure to take action within 35 days or within the mutually agreed to time period shall constitute an automatic denial of the plan. **To be determined**

#### **Recommendations and conclusions:**

1. The Staff Review Committee to consider receiving the site plan amendment application.
2. Minor plan note updates were recommended.
3. Applicant to provide status on updated Condominium documents as required per condition #8 of the 2025 site plan amendment approval.
4. SRC to consider finding an updated capacity letter from WSD and KKWWD for the golf simulator use proposed in 2 of the business units is not necessary.
5. SRC to consider finding the application complete.
6. If complete, the SRC to consider if the application is compliant.
7. If compliant, the SRC to consider approving and signing the site plan and Findings of Fact & Decisions.