



TOWN OF WELLS, MAINE STAFF REVIEW COMMITTEE

Meeting Agenda

Wednesday, July 6, 2016, 9:00 AM

Town Hall Meeting Room, Second Floor

208 Sanford Road, Wells

MINUTES

I. JUNE 28, 2016 DRAFT MEETING MINUTES

DEVELOPMENT REVIEW & WORKSHOPS

I. SHAWS DISTRIBUTION WAREHOUSE

Shaws Realty LLC, owner; David Briggs, applicant; Owen Haskell, agent. Site Plan Amendment for after the fact approval of added pavement for truck parking near the southwest corner of the existing building. The parcel is located off of 205 Spencer Drive and is within the Light Industrial District. Tax Map 50, Lot 27B. **Workshop completeness, compliance and Findings of Fact & Decisions for possible approval**

Documents: [SHAWS PARKING AMEND APP MEMO 06-30-16.PDF](#), [SHAWS AMENDED PLAN 06-30-16.PDF](#), [SHAWS PARKING AMD COMPLIANCE AND FOF DRAFT 06-30-16.PDF](#), [SHAWS PARKING AMEND DRAFT COMPLETENESS 06-30-16.PDF](#), [SHAWS DISTRIBUTION CENTER AMD CEO PARKING RECOMMENDATION 06-23-16.PDF](#), [NOTE 9 CHANGE AND EMPL-BIKE AREA.PDF](#)

II. HANNAFORD SUPERMARKET

Hannaford Bros. Co. LLC, owner/ applicant; Stantec Consulting Services, agent. Site Plan Amendment Application to create an outdoor Clink unit and move the existing bus stop to another location on the site. The property is located off of 107 Wells Plaza and is within the General Business and 250' Shoreland Overlay District. Tax Map 121, Lot 20A. **Workshop completeness, compliance and Findings of Fact & Decisions for possible approval**

Documents: [HANNAFORD AMEND APP MEMO 06-30-16.PDF](#), [HANNAFORD CLYNK DRAFT COMPLETENESS 06-30-16.PDF](#), [HANNAFORD CLYNK AMD COMPLIANCE FOF 06-24-16.PDF](#), [HANNAFORD C3.1 REV 06-30-16.PDF](#), [HANNAFORD C3.0 REV 06-30-16.PDF](#)

OTHER BUSINESS

ADJOURN



Planning & Development

208 Sanford Road, Wells, Maine 04090

Phone: (207) 646-5187, Fax: (207) 646-7046

Website: www.wellstown.org

<i>Michael G. Livingston, Town Engineer/Planner</i>	mlivingston@wellstown.org
<i>Shannon M. L. Belanger, Planning Assistant</i>	sbelanger@wellstown.org

Site Plan Amendment Application Memo

Date: June 10, 2016

To: Staff Review Committee

From: Planning Office

Re: Shaws Distribution Center – Site Plan Amendment Application - Map 50, Lot 27B

Shaws Realty Company, owner/applicant, has submitted a site plan amendment application for the property located off of 250 Spencer Drive identified as Tax Map 50, Lot 27B. The property is located within the Light Industrial District and is 44.05 acres in size. The existing uses of the property are Warehousing and Truck Terminal. The site plan amendment is seeking after the fact approval for additional pavement added to the site for 20 employee parking spaces and 25 truck terminals, done without site plan approval. The parcel is served by public water and public sewer.

§ 145-70. Applicability.

All uses identified as permitted with site plan approval in Article V shall be subject to the requirements of this article in the following situations:

- A. A new use is proposed on a lot;
- B. Resumption of a use which has been discontinued for at least two years is proposed; or
- C. An existing use proposes to expand its gross floor area and/or land area. **YES - new impervious area proposed and expanded parking**

§ 145-71. Reviewing authority. [Amended 4-19-1997]

- A. The reviewing authority for uses or structures requiring site plan review under Article V shall be determined by the Reviewing Authority Chart. **Editor's Note: The Reviewing Authority Chart is included at the end of this chapter. [Amended 4-18-1998] The amendments sought requires Staff Review committee approval.**
- B. If a particular reviewing authority is set forth in sections of the Wells Municipal Code other than Subsection A of this section for a particular use, structure or procedure that conflicts with the above chart, such other sections of the Code will control with respect to the proper review authority.

§ 145-72. Applications. [Amended 4-26-1996]

Appropriate application forms shall be available from the Office of Planning and Development. All applications shall be filed with the Office of Planning and Development, and the application fee shall be paid to the Town of Wells.

§ 145-73. Fees.

- A. An application fee as established by the Board of Selectmen, following notice and a public hearing, shall be paid at the time an application is filed. **Applicant submitted an application fee and escrow deposit**

- B. The applicant shall reimburse the Town for all expenses incurred for notifying abutters of the proposed site plan and advertising of any public hearing regarding the site plan.
- C. The Town staff or Planning Board may employ the services of technical experts to assist it in reviewing applications and in determining appropriate conditions of approval. The applicant shall be informed of the intended use of such services and their approximate cost. A deposit equal to the estimated cost shall be paid to the Town prior to the employment of any such technical experts. The total cost of any such review shall be paid by the applicant prior to the signing of any approved plans. If the entire deposit is not expended, the remaining balance shall be returned to the applicant. **[Amended 4-26-1996; 11-7-2000]**

§ 145-74. Review and approval process.

- G. Amendment to approved site plans.
 - (2) Upon receipt of an application to amend a previously approved site plan, the Code Enforcement Officer shall follow the procedure for reviewing a site plan review preapplication as set forth in Subsection A. Notice of the filing of an application to amend an approved site plan shall follow the notice procedure for the filing of a preapplication for site plan review as set forth in Subsection A. **Procedure for site plan pre-application and application shall be followed.** *
 - (3) The procedure for reviewing applications to amend a previously approved site plan shall follow the procedure for reviewing a site plan review application as set forth in this section unless the reviewing authority determines that the amendment is of such an inconsequential nature that the full site plan review procedure is not necessary. For applications to amend a previously approved site plan, the reviewing authority may combine the preapplication and application steps and may waive the requirement for a public hearing.
 - (4) Field changes to approved site plans. **[Added 4-18-1998] Not applicable at this time**
- H. The Planning Board may require that a performance bond or other suitable financial guaranties be posted by the applicant. The form and amount of this bond of financial guaranty must be acceptable to the Town Manager. **Not applicable**
- I. Technical assistance. The Code Enforcement Officer, the Staff Review Committee or the Planning Board may, at its discretion, forward a copy of the application, the plans and all supporting documentation to any appropriate technical expert for review. The review may include traffic impact, roadway and parking area design and construction, stormwater management and erosion and sedimentation control, as well as any other concerns of the reviewing authority. The applicant shall pay for the employment of any such experts. (See § 175-73C.) **Not applicable**

A. Preapplication. [Amended 4-14-2000] *

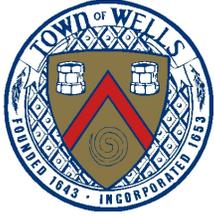
- (1) Prior to submitting an application, the applicant shall submit to the Office of Planning and Development a preapplication form, sketch plan of the subject property showing existing and proposed buildings, parking areas, lot boundaries, adjacent streets, entrances to the property, water bodies, any other significant features **Plan provided**, a list of names and addresses of abutters to the proposed project **Provided**, and a set of Size 10 envelopes addressed to the abutters **Provided**, affixed with first class postage. The addresses of these abutters shall be obtained from the Town of Wells Tax Assessor's records. Within seven days of receipt of a preapplication by the Office of Planning and Development, the Code Enforcement Officer shall:
 - (a) Determine the level of review to be required under § 14-71 and whether or not the proposed use is a permitted use on the subject lot. **On 9/19/14 the Code Officer determined the uses are permitted.**
 - (b) If the proposed use is a permitted use on the subject lot: **Abutter notification mailed 9/19/14**
 - [1] Send or deliver a notice to the applicant and the abutters of such determinations by first class mail. **YES**
 - [2] Certify that said notices have been sent or delivered.
 - [3] If the reviewing authority pursuant to § 145-71 is the Code Enforcement Officer,

indicate to the applicant the information the applicant needs to submit as part of the application. **Not applicable**

- [4] If the reviewing authority pursuant to § 145-71 is the Staff Review Committee or the Planning Board, place the applicant on the next available agenda for a preapplication meeting, if a preapplication meeting is requested by the applicant. **Staff Review Committee received site plan amendment application on 6/14/16**
- (c) If the proposed use is not a permitted use on the subject lot, send a notice to the applicant of such determination by first class mail and certify that said notice has been sent.
- (2) The abutters' notification sent pursuant to Subsection A(1)(b)[1] above shall include a copy of the preapplication form and an explanation of the purpose of the notification. **YES** If the reviewing authority is the Staff Review Committee or the Planning Board and a preapplication meeting with the Committee or Board is requested by the applicant, the preapplication meeting date shall also be included in the notification **YES**, and said notification shall be sent or delivered by first class mail at least 10 days before the meeting. **Abutter notification mailed on 5/27/16; meeting was on 6/14/16**
- (3) The Staff Review Committee or the Planning Board at its preapplication meeting with the applicant shall indicate the information which the applicant will be required to submit as part of the application and may schedule an on-site inspection of the property. The Committee or Board may waive any of the submission requirements listed in § 145-77 if it determines that they would not be applicable or are not necessary to determine that the standards of § 145-75 have been or will be met. **To be determined**
- (4) If the applicant does not request a preapplication meeting with the Staff Review Committee or the Planning Board the applicant is encouraged to meet with the Director of Planning and Development to discuss the project and the information the applicant will be expected to submit as part of the application.

Recommendations and Conclusion:

1. The SRC should review and workshop following issues:
 - a. Review the CEO parking space recommendation for the truck terminal use.
 - b. Consider finding the application complete
 - c. Consider finding the application compliant
 - d. Consider approving and signing the Findings of Fact & Decisions.
 - e. Consider approving and signing the site plan.



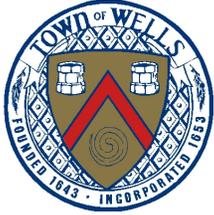
Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 1 of 10

Article X Site Plan Approval

PROJECT INFORMATION	
General:	<p>Project Name: Shaws Distribution Center Applicant: David Briggs, 250 Parkcenter Blvd, Boise, Idaho 83706 Landowner: Shaws Realty LLC, 205 Spencer Drive, Wells, ME 04090 Location: 205 Spencer Drive, Wells, Maine Existing Use: Warehousing/ Truck Terminal Proposed Land Use: Warehousing/ Truck Terminal Tax Parcel ID: Tax Map 50, Lot 27B Zoning District: Light Industrial District Art VII Performance Standards: None Design Engineer: Owen Haskell, Inc. 390 US Route 1, Unit 10, Falmouth, ME 04105 Plan Submission Date: May 19, 2016</p>
Project Description:	<p>Shaws Realty Company, owner/applicant, has submitted a site plan amendment application for the property located off of 250 Spencer Drive identified as Tax Map 50, Lot 27B. The property is located within the Light Industrial District and is 44.05 acres in size. The existing uses of the property are Warehousing and Truck Terminal. The site plan amendment is seeking after the fact approval for additional pavement added to the site for 20 employee parking spaces and 25 truck terminals, done without site plan approval. The parcel is served by public water and public sewer.</p>
Completeness Determination:	7/6/2016
Public Hearing:	Not applicable
Staff Review Mtg:	6/14/16; 7/6/16



Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for “Shaw’s Distribution Center”

Page 2 of 10

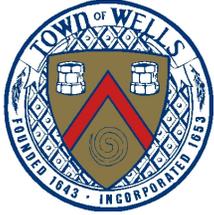
PROJECT HISTORY

1. On 5/19/16 the applicant submitted a site plan amendment application to the Planning Office for the above described project.
2. On 5/26/16 the Code Officer found the use proposed to be permitted in the Light Industrial District and determined the reviewing authority to be the Staff Review Committee.
3. On 5/27/16 the Planning Office mailed abutter notices of the use determination and of the 6/14/16 Staff Review Committee meeting.
4. On 6/10/16 the Planning Office prepared Article V, VI, VII and draft completeness (145-77) review checklists as well as a memo. Recommended plan changes were marked up as well.
5. On 6/14/16 the Staff Review Committee received the site plan amendment application, made determinations on buffering and screening, made recommendations on parking, waived the plan scale and site distances, found KKWWD and WSD letters not necessary, and continued the workshop to the next meeting.
6. On 6/22/16 the Planning Office emailed additional parking lot layout and notation changes to be addressed.
7. On 6/23/16 the Code Enforcement Office provided a written parking recommendation for the truck terminal use.
8. On 6/30/16 the Planning Office received revised site plans.
9. On 6/30/16 the Planning Office prepared updated Article V, VI, VII and completeness checklists. A draft compliance (145-75)/ Findings of Fact & Decisions and memo were also prepared.
10. On 7/6/16 the Staff Review Committee made determinations on parking, voted to find the application complete, voted to find the application compliant, voted to approve and sign the Findings of Fact & Decisions and voted to approve and sing the site plan.

§ 145-75. Criteria and Standards

Comments

The following standards shall be applied to all applications for site plan approval. These standards are intended to provide a frame of reference for the applicant in the development of his plans and a method of review. These standards shall be applied reasonably and fairly, when applicable, taking into account any extenuating circumstances or special features of the property or its neighborhood.



Town of Wells, Maine

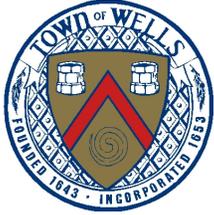
Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for “Shaw’s Distribution Center”

Page 3 of 10

§ 145-75. Criteria and Standards		Comments
A.	<p>Traffic. The proposed development shall provide for safe access to and from public and private roads. Safe access shall be assured by providing an adequate number of exits and entrances that have adequate sight distances and do not conflict with or adversely impact the traffic movements at intersections, schools and other traffic generators. Curb cuts shall be limited to the minimum width necessary for safe entering and exiting. The proposed development shall not have an unreasonable adverse impact on the Town road system and shall provide adequate parking and loading areas. No use or expansion of a use shall receive site plan approval if any parking spaces are located in a public right-of-way or if any travel lane of a state number highway is used as part of the required aisle to access any parking spaces.</p>	<p>1088 ± feet along Spencer Drive, 1,030 ± along Burnt Mill Road, and 306' ± along Tivoli Drive exists. Parcel does have multiple street frontages. A street ROW setback reduction is permitted. A reduction is not proposed. Parcel doesn't not have frontage along a state highway. On-street parking is prohibited. See note 9.</p> <p>All parking shall meet the 90 degree parking space size requirements, unless otherwise noted (see note 9). Existing vehicle parking spaces are noted to be 9' x 18.5' in dimension with 26' wide aisles. All loading bays are depicted on the plan. Snow storage areas are depicted on the plan. See note 10.</p> <p>The 20 employee spaces that are proposed do not meet dimensional requirements. Employee only parking signage is noted. Bike/motorcycle parking is also labelled. See note 9. A total of 368 parking spaces are proposed of which 165 are for vehicles and 203 are for trucks. Based on 165 spaces, 7 handicap accessible parking spaces are required. Plan depicts all ADA spaces with required ADA signage.</p> <p>Floor area is noted to be 537,070 SF for the Warehouse. Based on this area 538 parking spaces are required. The prior site plan approval granted approval for 323 parking spaces. The applicant proposes 20 more employee parking spaces (non-compliant with parking space dimensional requirements). A total of 368 spaces are proposed of which 165 are for the warehousing use. CEO provided a written recommendation dated 06-23-16 for recommended parking for the existing Truck Terminal use of the property. Of the 368 proposed spaces, 203 are for trucks. The CEO recommends finding this total acceptable. SRC reviewed and found the proposed parking to be sufficient on 7/6/16.</p> <p>Site distances onto Spencer Drive not noted. Speed limit of Spencer Drive is noted to be not posted. No change to entrances or exists proposed. Sight distance to remain as is.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>



Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 4 of 10

§ 145-75. Criteria and Standards		Comments
B.	Dust, fumes, vapors and gases. Emission of dust, dirt, fly ash, fumes, vapors or gases which could damage human health, animals, vegetation or property or which could soil or stain persons or property, at any point beyond the lot line of the commercial or industrial establishment creating that emission, shall be prohibited.	<p>The parcel is prohibited from emitting such dust, fumes, vapors or gases at any point beyond its lot lines.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
C.	Odor. No land use or establishment shall be permitted to produce offensive or harmful odors perceptible beyond its lot lines, measured either at ground or habitable elevation.	<p>The parcel is prohibited from producing such odors perceptible beyond its lot lines as measured at either ground or habitable elevation.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
D.	Glare. No land use or establishment shall be permitted to produce a strong, dazzling light or reflection of that light beyond its lot lines onto neighboring lots or onto any Town way so as to impair the vision of the driver of any vehicle upon that Town way.	<p>The parcel is prohibited from producing such glare onto neighboring lots or Town ways. See note 8. No changes to lighting proposed.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
E.	Stormwater runoff. Surface water runoff shall be minimized and detained on site if possible or practicable in accordance with Chapter 202-12F(4) General Standards of the Wells Subdivision Ordinance (wherein the word “site plan” shall be substituted for “subdivision”). If it is not possible to detain water on site, downstream improvements to the channel may be required of the developer to prevent flooding which would be caused by his project. The natural state of watercourses, swales, floodways or rights-of-way shall be maintained as nearly as possible. [Amended 4-27-2007]	<p>The proposed truck parking has been in existence previous to 1998. Proposed vehicle parking has been in existence previous to 2003. No runoff issues are known to exist.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>



Town of Wells, Maine Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 5 of 10

§ 145-75. Criteria and Standards		Comments
F.	Erosion control. Erosion of soil and sedimentation of watercourses and water bodies shall be minimized by employing the following best-management practices: [Amended 4-27-2007]	See note 14. Best Management Practices are a standard condition of approval. THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.
(1)	Stripping of vegetation, soil removal and regrading or other development shall be accomplished in such a way as to minimize erosion.	
(2)	The duration of exposure of the disturbed area shall be kept to a practical minimum.	
(3)	Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.	
(4)	Permanent (final) vegetation and mechanical erosion control measures in accordance with the standards of the York County Soil and Water Conservation District or the Maine Soil and Water Conservation Commission shall be installed as soon as practicable after construction ends.	
(5)	Until a disturbed area is stabilized, sediment in runoff water shall be trapped by the use of debris basins, silt traps or other acceptable methods as determined by the reviewing authority.	
(6)	The top of a cut or the bottom of a fill section which alters the existing grade by more than two feet shall not be closer than 10 feet to an adjoining lot.	
(7)	During grading operations, methods of dust control shall be employed.	
(8)	The proposed site plan shall prevent soil erosion and sedimentation from entering waterbodies, wetlands, and adjacent properties.	

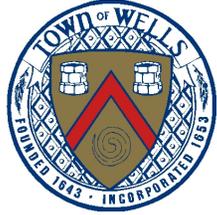


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 6 of 10

§ 145-75. Criteria and Standards		Comments
(9)	The procedures outlined in the erosion and sedimentation control plan shall be implemented during the site preparation, construction, and clean-up stages.	
(10)	Cutting or removal of vegetation along waterbodies shall not increase water temperature or result in shoreline erosion or sedimentation.	
(11)	Topsoil shall be considered part of the site plan and shall not be removed from the site except for surplus topsoil from roads, parking areas, and building excavations.	
G.	Setbacks and screening. Parking and loading areas, exposed storage areas, exposed machinery installation and areas used for the storage or collection of discarded automobiles, auto parts, metals or any other articles of salvage or refuse shall have sufficient setbacks and screening to provide a visual buffer sufficient to minimize their adverse impact on the surrounding lots. Where a potential safety hazard to children would be likely to arise, physical screening sufficient to deter small children from entering the premises shall be provided and shall be maintained in good condition.	<p>See Note 4 for setback requirements.</p> <p>A 15' vegetated/wooded buffer shall be maintained along Spencer Drive, Tivoli Dr and Burnt Mill Road. See also 145-38B requirements (below). SRC reviewed landscape buffer requirements and found what exists to be sufficient on 6/14/16.</p> <p>The parcel has residential abutters across from Burnt Mill Road. These abutters are located in a residential zone and are separated from the commercial operation by 510' + of wooded area. SRC reviewed screening requirements and found what exists to be sufficient on 6/14/16. See note 12.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
H.	Explosive materials. No highly flammable or explosive liquids, solids or gases shall be stored in bulk above ground, unless they are stored in compliance with the requirements of the National Fire Protection Association (NFPA) standards.	<p>Explosive materials shall be stored in compliance with NFPA standards.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>

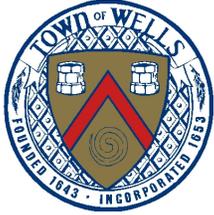


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 7 of 10

§ 145-75. Criteria and Standards		Comments
I.	Water quality. All aboveground outdoor storage facilities for fuel, chemicals, chemical or industrial wastes and potentially harmful raw materials shall be located on reinforced cement and shall be completely enclosed by an impervious dike monolithically poured, which shall be high enough to contain the total volume of liquid kept within the storage area, plus the rain falling into this storage area during a fifty-year storm, so that such liquid shall not be able to spill onto or seep into the ground surrounding the paved storage area. Storage tanks for home heating fuel and diesel fuel, not exceeding 275 gallons in size, shall be exempted from this requirement.	<p>Water Quality standards shall be met.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
J.	Preservation of landscape. Unnecessary disturbance of the landscape shall be minimized, insofar as practicable, by minimizing tree removal and any grade changes.	<p>Maximum of 65% coverage noted. Proposed lot coverage is 46%. See note 4.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
K.	Refuse disposal. The applicant shall provide for the disposal of all solid and liquid wastes on a timely basis and in an environmentally safe manner. The review board shall consider the impact of particular industrial or chemical wastes or by-products upon the Wells transfer station (in terms of volume, flammability or toxicity) and may require the applicant to dispose of such wastes elsewhere, in conformance with all applicable state and federal regulations. The board may require the applicant to specify the amount and exact nature of all industrial or chemical wastes to be generated by the proposed operation.	<p>See note on plan addressing dumpsters. Dumpster shall meet setback requirements and be screened from the view of abutters.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>



Town of Wells, Maine

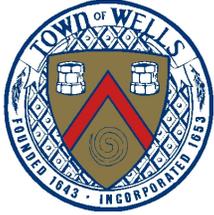
Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Shaw’s Distribution Center”
Page 8 of 10

§ 145-75. Criteria and Standards		Comments
L.	Water supply. The applicant shall demonstrate the availability of adequate water supply for fire protection and the consumption needs of the proposed development.	<p>The parking changes proposed do not alter the sewer services to the property. SRC found that a KKWWD letter is not necessary on 6/14/16.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
M.	Sewage disposal. The applicant shall provide for the safe disposal of all wastewaters.	<p>The parking changes proposed do not alter the sewer services to the property. SRC found that a WSD letter is not necessary on 6/14/16.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
N.	Fire safety. The site plan shall make adequate provisions for access by fire-fighting equipment and personnel.	<p>Existing fire hydrant locations identified throughout the property. All entry/exit gates shall have Knox Boxes or be manned 24/7, 365 days. Access for firefighting equipment and personnel is maintained.</p> <p>THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>

Standard Conditions of Approval

1. Site Plan approval secured under the provisions of this chapter shall expire within 10 years from the date on which the site plan is signed if all aspects of the site plan approval are not fully completed and established. Any site plan approval may include a phasing plan according to an approved time schedule not to exceed 10 years from the date on which the site plan is signed. Site plan approval shall expire if a use has been established and then discontinued for two years or more. [§145-74F]
2. Approval is conditioned upon compliance by the applicant with the plans and specifications which have been received by the Town in connection with this development proposal.
3. Conditions of approval or notes written on the face of the site plan may be amended only by the reviewing authority that approved the site plan. [§145-74G(1)(b)]
4. Failure to comply with any conditions of approval shall be construed to be a violation of Article X of the Land Use Ordinance and shall be grounds for revoking the approved development plan, initiating legal proceedings to enjoin construction development or any specific activity violating the conditions of plan approval or applying the legal penalties detailed in §145-64. [§145-79A]
5. Whenever sedimentation is caused by stripping vegetation, regrading or other development, it shall be the responsibility of the owner to immediately install sedimentation control devices on his lot and to remove sediment from all adjoining surfaces, drainage systems and watercourses and to repair any



Town of Wells, Maine

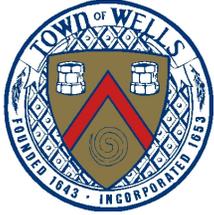
Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for "Shaw's Distribution Center"

Page 9 of 10

- drainage, at his expense, as quickly as possible. Any landowner that fails to do so within two weeks after official written notification by the Code Enforcement Officer shall be penalized as set forth in §145-64. [§145-79B]
6. Erosion of soil and sedimentation of watercourses and water bodies shall be minimized by employing the following best-management practices [§145-75F]:
- (a) Stripping of vegetation, soil removal and regrading or other development shall be accomplished in such a way as to minimize erosion.
 - (b) The duration of exposure of the disturbed area shall be kept to a practical minimum.
 - (c) Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.
 - (d) Permanent (final) vegetation and mechanical erosion control measures in accordance with the standards of the York County Soil and Water Conservation District or the Maine Soil and Water Conservation Commission shall be installed as soon as practicable after construction ends.
 - (e) Until a disturbed area is stabilized, sediment in runoff water shall be trapped by the use of debris basins, silt traps or other acceptable methods as determined by the reviewing authority.
 - (f) The top of a cut or the bottom of a fill section which alters the existing grade by more than two feet shall not be closer than 10 feet to an adjoining lot.
 - (g) During grading operations, methods of dust control shall be employed.
 - (h) The proposed site plan shall prevent soil erosion and sedimentation from entering waterbodies, wetlands, and adjacent properties.
 - (i) The procedures outlined in the erosion and sedimentation control plan shall be implemented during the site preparation, construction, and clean-up stages.
 - (j) Cutting or removal of vegetation along waterbodies shall not increase water temperature or result in shoreline erosion or sedimentation.
 - (k) Topsoil shall be considered part of the site plan and shall not be removed from the site except for surplus topsoil from roads, parking areas, and building excavations.
7. The property shown on this plan may be developed and used only as depicted on this approved plan. All elements and features of the plan and all representations made by the applicant in the record of the Planning Board and/or Staff Review Committee proceedings are conditions of the approval. No change from the conditions of approval is permitted unless an amended plan is first submitted to and approved by the Planning Board and/or Staff Review Committee.
8. Approval of the application or amendment application does not relieve the applicant from the responsibility to obtain building permits prior to construction and use permits prior to occupancy.
9. It is the applicant's responsibility to contact Dig Safe prior to construction.
10. It is the owner/Homeowners Association/applicant/developer's responsibility, not the Town Code Office or Town Planning Office, to contact the Town Clerk's Office to apply for and maintain any and all business license(s) for the use(s) conducted on this subdivision/site plan parcel(s).
11. Approval of any proposed field changes shall be obtained prior to construction. Said approvals shall be in writing. The Code Enforcement Office shall consult with the Office of Planning and Development prior to approving any field change.
12. Prior to the pouring of a building footing/foundation, the location of each cottage and/or building to be constructed shall be located on the face of the earth and shall be marked with surveyor pins or stakes. The developer shall receive approval of each cottage and/or building location from the Code Enforcement Office prior to the commencement of footing/foundation excavation.
13. If the property will be converted to a condominium form of ownership, the proposed condominium documents must be presented to the Town for review and approval by the Town Attorney. No use permit shall be issued until the Town Attorney has indicated approval of the condominium documents.
14. Upon completion of construction, the applicant shall provide to the Town record as-built drawings of the roadway, drainage, and utility related construction work.



Town of Wells, Maine Staff Review Committee

FINDINGS OF FACTS & DECISIONS **Site Plan Amendment Application for "Shaw's Distribution Center"** **Page 10 of 10**

15. The Town of Wells, Maine may employ the services of an engineering firm to assist in the inspection of roads and other infrastructure if, in the opinion of the Code Enforcement Office, the work necessary to insure compliance with Town ordinances or the requirements of this approval are beyond those capacities available by staff. The cost of such additional services will be born by the developer.
16. All components, features, improvements and conditions of site plan approval shall be fully completed prior to any issuance of a certificate of occupancy.

Special Conditions of Approval

1. All previous Conditions of Approval will remain in effect. The approval of this Amended Site Plan in no way negates the need for applicant compliance with all previously set Conditions of Approval.

Dated at Wells, Maine this _____ day of _____, 2016

Wells Staff Review Committee

By: _____

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 1 of 5

Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B Date of Review: 6/10/16; 06/30/16
 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 which shall contain the following information:				W	Scale is 1" = 80 feet. SRC granted a waiver on 6/14/16 and permits a scale smaller than 1" = 40 feet. The property is 44 acres which can be shown on 1 sheet at a scale of 1" = 80 feet. The changes can be adequately be depicted at the 1" = 80 feet scale.
(1)	The name and address of the applicant plus the name of the proposed development.	Y				
(2)	Total floor area, ground coverage and location of each proposed building, structure or addition.	Y				Area of the building to be noted. 2-story area of building is labelled. Building footprint of 537,070 SF noted. Lot coverage proposed is 46% (see note 4). Maximum lot coverage noted to be 65%.
(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				Owen Haskell ALTA survey dated 8/21/2015 provided.
(4)	All existing and proposed setback dimensions.	Y				See note 4.
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y				Exterior lighting locations shown on the plan. See note 8.
(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.			NA		No such machinery identified. No new machinery is proposed.

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 2 of 5

Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B

Date of Review: 6/10/16; 06/30/16

Prepared By: Planning Office

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
(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				See utility note.
(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				1 foot contours of the parcel identified on the plan.
(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*				All parking shall meet the 90 degree parking space size requirements, unless otherwise noted (see note 9). Existing vehicle parking spaces are noted to be 9' x 18.5' in dimension with 26' wide aisles. The 20 employee spaces that are proposed do not meet dimensional requirements. Employee only parking signage is noted. Bike/motorcycle parking is also labelled. See note 9. See note 9. A total of 368 parking spaces are proposed of which 165 are for vehicles and 203 are for trucks. Based on 165 spaces, 7 handicap accessible parking spaces are required. Plan depicts all ADA spaces with required ADA signage.

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 3 of 5

Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B

Date of Review: 6/10/16; 06/30/16

Prepared By: Planning Office

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y				A 15' vegetated/wooded buffer shall be maintained along Spencer Drive, Tivoli Dr and Burnt Mill Road. See also 145-38B requirements (below). SRC reviewed landscape buffer requirements and found what exists to be sufficient on 6/14/16. The parcel has residential abutters across from Burnt Mill Road. These abutters are located in a residential zone and are separated from the commercial operation by 510' + of wooded area. SRC reviewed screening requirements and found what exists to be sufficient on 6/14/16. Existing treeline depicted. See note 12.
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				Spencer Drive, Tivoli Drive, Burnt Mill Rd and rail road easement depicted.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				
(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*				Abutters identified. <u>Map and lot of Shaws property across from Spencer Drive needs a separate Tax Map and Lot number to be assigned by the Town Assessor.</u>
(15)	An appropriate place for the signature(s) of the reviewing authority.	Y				
B.	Documentation of right, title or interest in the proposed site.	Y				A copy of the Alta survey was provided. Deeds 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		

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 4 of 5

Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B

Date of Review: 6/10/16; 06/30/16

Prepared By: Planning Office

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
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.			NA		See note on plan regarding dumpsters.
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 parking changes proposed do not alter the sewer services to the property. SRC found that a WSD letter is not necessary on 6/14/16.
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 parking changes proposed do not alter the sewer services to the property. SRC found that a KKWWD letter is not necessary on 6/14/16.
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 data is not required by the Staff Review Committee. No change in traffic proposed.
(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				Standard Conditions of Approval are noted in the Findings of Fact & Decisions. See note 14. Best Management practices are a condition of approval.

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 5 of 5

Project Name/District: Shaws Distribution Center Amendment/ Light Industrial District - Tax Map 50, Lot 27B

Date of Review: 6/10/16; 06/30/16

Prepared By: Planning Office

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
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]			NA		The proposed truck parking has been in existence previous to 1998. Proposed vehicle parking has been in existence previous to 2003. No runoff issues are known to exist.
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		



*Town of Wells, Maine
Code Enforcement Office*

*JODINE A. ADAMS, CODE ENFORCEMENT OFFICER
JAMES R. GENEUREUX, CODE ENFORCEMENT OFFICER
DAVID A. JOHNSON, CODE ENFORCEMENT OFFICER
GORDON D. CLARKE, CODE ENFORCEMENT OFFICER*

*208 Sanford Road, Wells, Maine 04090
Voice: (207) 646-5187
Fax: (207) 646-2935*

June 23, 2016

Memorandum For: Town of Wells, Planning Department (reference to Shaw's Distribution Center)

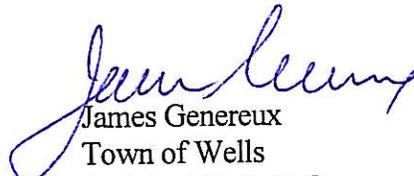
Subject: Chapter 145 Land Use section §145-39, Off Street Parking

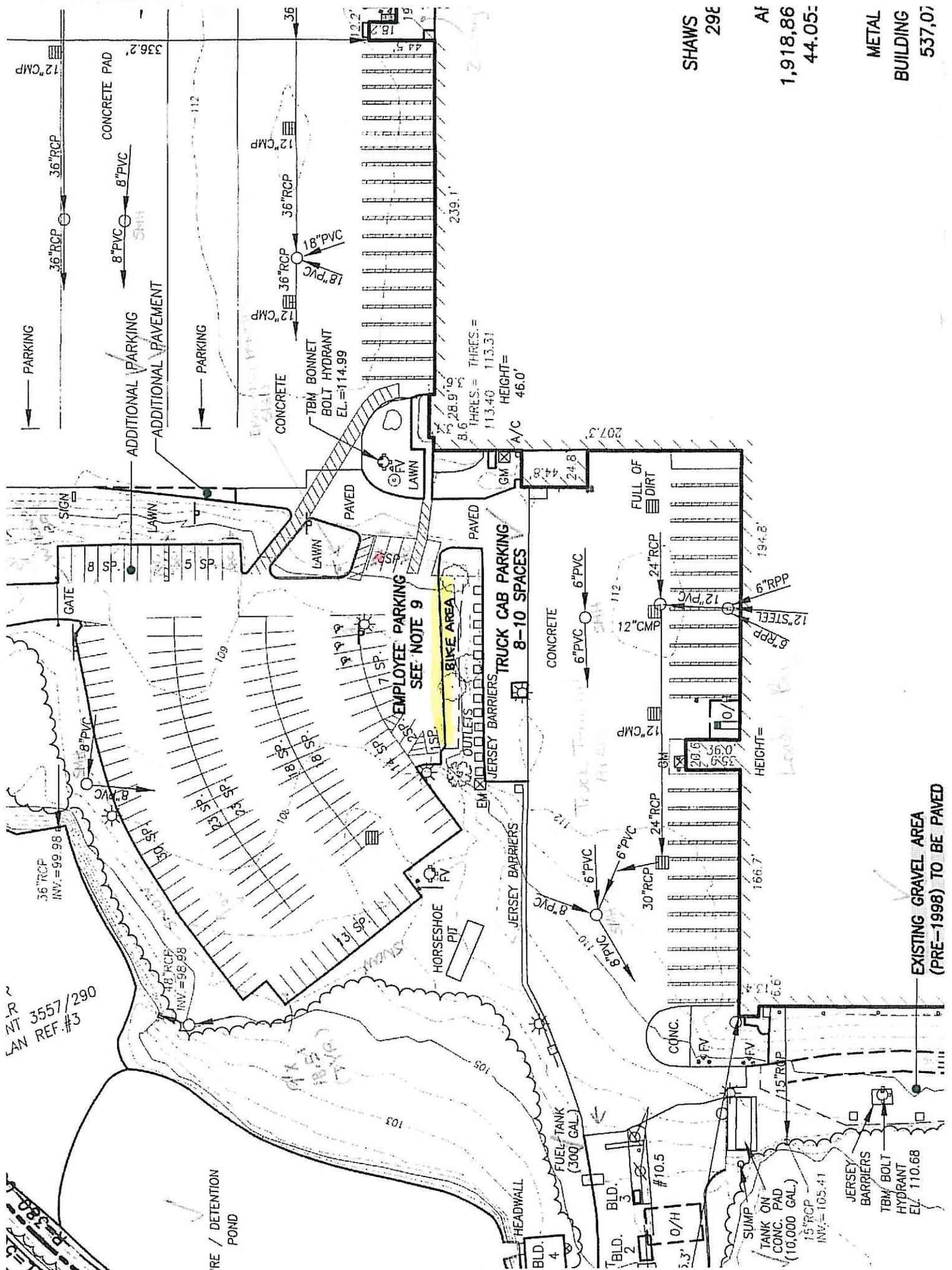
§145-39 D(1) outlines the Code Enforcement Office responsibility for providing the reviewing authority a written opinion on uses not listed in section §145-39D. The Code office received a request to provide a written opinion for the proposed site plan amendment for Shaw's Distribution Center (Map 50 Lot 27B).

A Truck Terminal as defined in §145-10 is not listed as a use in §145-39. Currently the facility has 78 Truck bays and Truck Staging area with 100 spaces. The proposal is to add up to an additional 25 new truck parking spaces, for a total of 203 Truck Parking Space.

There have been no complaints to the Code Enforcement Office for parking for the property in the past; therefore an increase in Truck Parking spaces would benefit the distribution center. I recommend any increase in parking be considered for approval.

If you have any questions regarding this matter please contact the undersigned.


James Genereux
Town of Wells
Assistant Code Enforcement Officer



2
R
NT 3557/290
LAN REF #3

RE / DETENTION
POND

SHAWS
29E

AF
1,918,86
44.05-

METAL
BUILDING
537,07

EXISTING GRAVEL AREA
(PRE-1998) TO BE PAVED

9. Parking was previously approved at 323 spaces for employees and trucks. The proposed amendment adds 20 employee spaces, a bike/motorcycle area and approximately 25 truck spaces. Several of the employee spaces do not meet dimensional requirements, but are allowed per 145-39.C(1). 166 employee spaces are provided which require 7 handicapped accessible parking spaces. The remaining spaces are for trailers and trucks and are considered part of the truck terminal. Spencer Drive is an access and emergency access road, parking within the ROW is prohibited.



Planning & Development

208 Sanford Road, Wells, Maine 04090

Phone: (207) 646-5187, Fax: (207) 646-7046

Website: www.wellstown.org

<i>Michael G. Livingston, Town Engineer/Planner</i>	mlivingston@wellstown.org
<i>Shannon M. L. Belanger, Planning Assistant</i>	sbelanger@wellstown.org

Site Plan Amendment Application Memo

Date: June 30, 2016

To: Staff Review Committee

From: Planning Office

Re: Hannaford – Site Plan Amendment Application - Map 121, Lot 20A

Hannaford Bros. owners, have submitted a site plan amendment application for the property located off of Wells Plaza identified as Tax Map 121, Lot 20A. The property is located within the General Business District and 250' Shoreland Overlay District and is 389,837 SF in size. The existing Business Retail Structure is 44,370 SF in size with 31,059 SF in sales floor area. The site plan amendment is seeking approval for a 10' x 32' Clynk building and a 8' x 12' bus shelter with associated parking and travel lanes. The Clynk building is proposed to be a Business Service use and the bus shelter is accessory to the retail business use. The property is served by public sewer and water.

§ 145-70. Applicability.

All uses identified as permitted with site plan approval in Article V shall be subject to the requirements of this article in the following situations:

- A. A new use is proposed on a lot;
- B. Resumption of a use which has been discontinued for at least two years is proposed; or
- C. An existing use proposes to expand its gross floor area and/or land area. **YES - new impervious area and a buildings proposed**

§ 145-71. Reviewing authority. [Amended 4-19-1997]

- A. The reviewing authority for uses or structures requiring site plan review under Article V shall be determined by the Reviewing Authority Chart. *Editor's Note: The Reviewing Authority Chart is included at the end of this chapter. [Amended 4-18-1998] The amendments sought requires Staff Review committee approval.*
- B. If a particular reviewing authority is set forth in sections of the Wells Municipal Code other than Subsection A of this section for a particular use, structure or procedure that conflicts with the above chart, such other sections of the Code will control with respect to the proper review authority.

§ 145-72. Applications. [Amended 4-26-1996]

Appropriate application forms shall be available from the Office of Planning and Development. All applications shall be filed with the Office of Planning and Development, and the application fee shall be paid to the Town of Wells.

§ 145-73. Fees.

- A. An application fee as established by the Board of Selectmen, following notice and a public hearing,

shall be paid at the time an application is filed. **Applicant TO SUBMIT APPLICATION FEE & ESCROW**

- B. The applicant shall reimburse the Town for all expenses incurred for notifying abutters of the proposed site plan and advertising of any public hearing regarding the site plan.
- C. The Town staff or Planning Board may employ the services of technical experts to assist it in reviewing applications and in determining appropriate conditions of approval. The applicant shall be informed of the intended use of such services and their approximate cost. A deposit equal to the estimated cost shall be paid to the Town prior to the employment of any such technical experts. The total cost of any such review shall be paid by the applicant prior to the signing of any approved plans. If the entire deposit is not expended, the remaining balance shall be returned to the applicant. **[Amended 4-26-1996; 11-7-2000]**

§ 145-74. Review and approval process.

- G. Amendment to approved site plans.
 - (2) Upon receipt of an application to amend a previously approved site plan, the Code Enforcement Officer shall follow the procedure for reviewing a site plan review preapplication as set forth in Subsection A. Notice of the filing of an application to amend an approved site plan shall follow the notice procedure for the filing of a preapplication for site plan review as set forth in Subsection A. **Procedure for site plan pre-application and application shall be followed.** *
 - (3) The procedure for reviewing applications to amend a previously approved site plan shall follow the procedure for reviewing a site plan review application as set forth in this section unless the reviewing authority determines that the amendment is of such an inconsequential nature that the full site plan review procedure is not necessary. For applications to amend a previously approved site plan, the reviewing authority may combine the preapplication and application steps and may waive the requirement for a public hearing.
 - (4) Field changes to approved site plans. **[Added 4-18-1998] Not applicable at this time**
- H. The Planning Board may require that a performance bond or other suitable financial guaranties be posted by the applicant. The form and amount of this bond of financial guaranty must be acceptable to the Town Manager. **Not applicable**
- I. Technical assistance. The Code Enforcement Officer, the Staff Review Committee or the Planning Board may, at its discretion, forward a copy of the application, the plans and all supporting documentation to any appropriate technical expert for review. The review may include traffic impact, roadway and parking area design and construction, stormwater management and erosion and sedimentation control, as well as any other concerns of the reviewing authority. The applicant shall pay for the employment of any such experts. (See § 175-73C.) **Not applicable**
- A. **Preapplication. [Amended 4-14-2000] ***
 - (1) Prior to submitting an application, the applicant shall submit to the Office of Planning and Development a preapplication form, sketch plan of the subject property showing existing and proposed buildings, parking areas, lot boundaries, adjacent streets, entrances to the property, water bodies, any other significant features **Plan provided**, a list of names and addresses of abutters to the proposed project **Provided**, and a set of Size 10 envelopes addressed to the abutters **Provided**, affixed with first class postage. The addresses of these abutters shall be obtained from the Town of Wells Tax Assessor's records. Within seven days of receipt of a preapplication by the Office of Planning and Development, the Code Enforcement Officer shall:
 - (a) Determine the level of review to be required under § 14-71 and whether or not the proposed use is a permitted use on the subject lot. **On 6/2/16 the Code Officer determined the uses are permitted.**
 - (b) If the proposed use is a permitted use on the subject lot: **Abutter notification mailed 6/3/16**
 - [1] Send or deliver a notice to the applicant and the abutters of such determinations by first class mail. **YES**
 - [2] Certify that said notices have been sent or delivered.

- [3] If the reviewing authority pursuant to § 145-71 is the Code Enforcement Officer, indicate to the applicant the information the applicant needs to submit as part of the application. **Not applicable**
- [4] If the reviewing authority pursuant to § 145-71 is the Staff Review Committee or the Planning Board, place the applicant on the next available agenda for a preapplication meeting, if a preapplication meeting is requested by the applicant. **Staff Review Committee scheduled to receive site plan amendment application 6/14/16; Fee not received. Application postponed to the 6/28/16 SRC meeting for receipt. Fee paid 6/24/16. SRC received the amendment on 6/28/16.**
- (c) If the proposed use is not a permitted use on the subject lot, send a notice to the applicant of such determination by first class mail and certify that said notice has been sent.
- (2) The abutters' notification sent pursuant to Subsection A(1)(b)[1] above shall include a copy of the preapplication form and an explanation of the purpose of the notification. **YES** If the reviewing authority is the Staff Review Committee or the Planning Board and a preapplication meeting with the Committee or Board is requested by the applicant, the preapplication meeting date shall also be included in the notification **YES**, and said notification shall be sent or delivered by first class mail at least 10 days before the meeting. **Abutter notification mailed on 6/3/14; meeting was scheduled for 6/14/16 but fee not provided, project continued to the 6/28/16 meeting.**
- (3) The Staff Review Committee or the Planning Board at its preapplication meeting with the applicant shall indicate the information which the applicant will be required to submit as part of the application and may schedule an on-site inspection of the property. The Committee or Board may waive any of the submission requirements listed in § 145-77 if it determines that they would not be applicable or are not necessary to determine that the standards of § 145-75 have been or will be met. **Found complete on 6/28/16**
- (4) If the applicant does not request a preapplication meeting with the Staff Review Committee or the Planning Board the applicant is encouraged to meet with the Director of Planning and Development to discuss the project and the information the applicant will be expected to submit as part of the application.

Recommendations and Conclusion:

1. The SRC should consider voting to find the application compliant (145-75)
2. The SRC should consider voting to approve and sign the Findings of Fact & Decisions and site plan

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 1 of 5

Project Name/District: Hannaford Clink Amendment / General Business & 250' Shoreland Overlay District - Tax Map 121, Lot 20A

Prepared By: Office of Planning & Development

Date of Review: 06-10-16; 06/23/16; 6/30/16

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 which shall contain the following information:	Y				Scale is 1" = 30, 50 and 10 feet.
	(1) The name and address of the applicant plus the name of the proposed development.	Y				See sheet C1.0. 107 Wells Plaza is the parcel address.
	(2) Total floor area, ground coverage and location of each proposed building, structure or addition.	Y				Floor area is noted to be 44, 370 SF. Sales floor area not noted. Sales floor area is noted to be 42,754 SF on sheet C2.0. (Gross floor area does not include the foundation). The proposed Clynk building is 350 SF +/- (up to 400 SF). The proposed bus shelter is 100 SF +/- Existing lot coverage is 22.6%. Proposed lot coverage is 23%. Maximum lot coverage is noted to be 65% Plan notes that maximum lot coverage in the Shoreland Overlay zone is 20%. No coverage exists or is proposed in this area of the parcel.
	(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.				W	Plan references noted on sheet C2.0 Last survey done 8-20-2003. Proposed changes are a significant distance from property lines. A waiver of requiring a new boundary survey granted by the SRC on 6/28/16.

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 2 of 5

Project Name/District: Hannaford Clink Amendment / General Business & 250' Shoreland Overlay District - Tax Map 121, Lot 20A

Date of Review: 06-10-16; 06/23/16; 6/30/16

Prepared By: Office of Planning & Development

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
(4)	All existing and proposed setback dimensions.	Y				See Dimensional Requirement table on sheet C2.0. Street frontage and Route 1 setback measurements noted on sheet C2.0.
(5)	The size, location, direction and intensity of illumination of all major outdoor lighting apparatus and signs.	Y				Existing and proposed lighting locations to be depicted on the plan. See lighting note on sheet C3.0 and 3.1.
(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.			NA		No such machinery.
(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 Contours are labelled. Proposed contours are depicted.
(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				2 foot contours of the parcel depicted and are labeled.
(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				All parking is shown shall meet the 90 degree parking space dimensional requirements. Travel aisle widths are noted to be 30+ feet. Snow storage areas are depicted on the plan. Loading/receiving area depicted.

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 3 of 5

Project Name/District: Hannaford Clink Amendment / General Business & 250' Shoreland Overlay District - Tax Map 121, Lot 20A

Date of Review: 06-10-16; 06/23/16; 6/30/16

Prepared By: Office of Planning & Development

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
(11)	All landscaped areas, fencing and size and type of plant material upon the premises.	Y				<p>A 15' vegetated landscaped buffer is required along Route 1 and Mile Road. The site plan amendment provided does not depict existing or proposed landscaped buffering. SRC found the existing buffers to be acceptable on 6/28/16.</p> <p>Existing 6' tall solid wooden fencing along "Wells Plaza" driveway is depicted. Area also has existing trees on both sides of portions of the fencing. SRC found the existing fence provides a visual screen for abutting residential properties to the east (M 121, Lots 6, 6A, 7, 8 and 8A) and is sufficient on 6/28/16.</p> <p>SRC found the screening for M 121, Lot 20 and Lots 15, 16 and 17 to be sufficient on 6/28/16. See note on sheet C2.0.</p> <p>Other abutters are commercial and do not required visual screening (M 121, Lots 20, 16, 17 and 18A). Proposed disturbed areas to be grass.</p>
(12)	All existing or proposed rights-of-way, easements and other legal restrictions which may affect the premises in question.	Y				None in locations of proposed changes per the 8-20-2003 survey.
(13)	The locations, names and widths of all existing and proposed streets abutting the premises.	Y				<p>US Route 1 - public, 35 MPH, Width 66' +/- and Mile Road – public, 35 MPH, Width 66' +/-</p> <p>Route 1 portion shown on sheet C2.0</p>
(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				Most abutters shown or labelled.
(15)	An appropriate place for the signature(s) of the reviewing authority.	Y				Signature block is for the Staff Review Committee

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 4 of 5

Project Name/District: Hannaford Clink Amendment / General Business & 250' Shoreland Overlay District - Tax Map 121, Lot 20A

Date of Review: 06-10-16; 06/23/16; 6/30/16

Prepared By: Office of Planning & Development

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
B.	Documentation of right, title or interest in the proposed site.	Y				A copy of the parcel deed 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.			NA		Dumpster location labelled.
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.			NA		Proposed accessory buildings shall have no water or sewer connections. SRC found that a WSD letter is not necessary on 6/28/16.
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.			NA		Proposed accessory buildings shall have no water or sewer connections. SRC found that a KKWWD letter is not necessary on 6/28/16.
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				SRC cannot require traffic data.
(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.					

Town of Wells , Maine
Article X , 145-77 Data Requirements (Completeness Review)
Page 5 of 5

Project Name/District: Hannaford Clink Amendment / General Business & 250' Shoreland Overlay District - Tax Map 121, Lot 20A

Date of Review: 06-10-16; 06/23/16; 6/30/16

Prepared By: Office of Planning & Development

Company Name: Town of Wells

§ 145-77. Data Requirements [Amended 4-26-1996]		Application Meet Requirements				
		Yes	No	NA	Waiver	Comments
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				A note referring to the Findings of Fact & Decisions is noted on sheet C2.0. Best Management Practices are a standard condition of approval.
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]	Y				Attachment B of submitted is a stormwater analysis for the 2, 10 and 25 year event by Stantec. Town Engineer agrees with the conclusion that any increases are considered negligible. Proposed contours and replacement vegetated swale noted.
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		



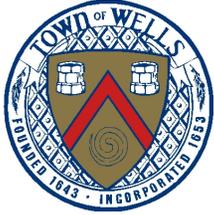
Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
 Page 1 of 12

Article X Site Plan Approval

PROJECT INFORMATION	
General:	<p>Project Name: Hannaford</p> <p>Applicant: Hannaford Bros. Co. LLC. Real Estate MS6000, PO BOX 1000, Portland, ME 04104</p> <p>Landowner: Hannaford Bros. Co. LLC. Real Estate MS6000, PO BOX 1000, Portland, ME 04104</p> <p>Location: 107 Wells Plaza, Wells, Maine</p> <p>Existing Use: Business Retail with 31,059 SF sales floor area in a 44,370 SF building</p> <p>Proposed Land Use: Business Retail with 31,059 SF sales floor area in a 44,370 SF building and a 320 SF Business Service use (Clynk)</p> <p>Tax Parcel ID: Tax Map 12, Lot 20A</p> <p>Zoning District: General Business & 250' Shoreland Overlay District</p> <p>Art VII Performance Standards: None</p> <p>Design Engineer: Stantec, 482 Payne Rd, Scarborough, ME 04074</p> <p>Plan Submission Date: May 31, 2016</p>
Project Description:	<p>Hannaford Bros. owners, have submitted a site plan amendment application for the property located off of Wells Plaza identified as Tax Map 121, Lot 20A. The property is located within the General Business District and 250' Shoreland Overlay District and is 389,837 SF in size. The existing Business Retail Structure is 44,370 SF in size with 31,059 SF in sales floor area. The site plan amendment is seeking approval for a 10' x 32' Clynk building and a 8' x 12' bus shelter with associated parking and travel lanes. The Clynk building is proposed to be a Business Service use and the bus shelter is accessory to the retail business use. The property is served by public sewer and water.</p>
Completeness Determination:	6/28/2016
Public Hearing:	Not Applicable
Staff Review Mtg:	6/28/2016; 7/6/2016



Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for “Hannaford”

Page 2 of 12

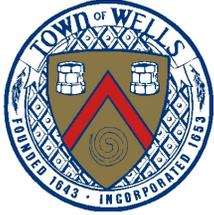
PROJECT HISTORY

1. On 5/31/16 the applicant submitted a site plan amendment for the above described project.
2. On 6/2/16 the Code Enforcement Officer found the use proposed to be permitted in the General Business District and determined the reviewing authority to be the Staff Review Committee.
3. On 6/3/16 the Planning Office notified abutters of the site plan application, the use determination and of the 6/14/16 Staff Review Committee meeting.
4. On 6/10/16 the Planning Office prepared Article V, VI, VII, and draft completeness (145-77) review checklists and plan revisions for the applicant to address.
5. On 6/10/16 the Planning Office reminded the applicant that the application fee and escrow deposit for the amendment application had not yet been received by the Town.
6. On 6/14/16 the Staff Review Committee was scheduled to receive and workshop the amendment application but due to the application fee not being paid, the application was postponed to the next Staff Review Committee meeting.
7. On 6/21/16 the Planning Office received revised site plans and review documents from the applicant’s agent.
8. On 6/21/16 the Planning Office notified the applicant that the application fee and escrow deposit had still yet to be provided to the Town.
9. On 6/23/16 the applicant’s agent stated the application fee and escrow required would be provided to the Town on 6/24/16.
10. On 6/23/16 the Planning Office reviewed the site plan and documents provided. Updated Article V, VI, VII and completeness review checklists were drafted.
11. On 6/24/16 the Planning Office received the application fee and escrow deposit.
12. On 6/24/16 the Planning Office drafted a compliance (145-75)/ Findings of Fact & Decisions document and memo for the applicant and SRC.
13. On 6/28/16 the Staff Review Committee voted to receive the amendment application, made various determinations, voted to find the application complete (145-77), and voted to continue the workshop to the 7/6/16 Staff Review Committee meeting.
14. On 6/30/16 the Planning Office received revised site plans to review.
15. On 6/30/16 the Planning Office prepared updated completeness (145-77) and compliance (145-75)/ Findings of Fact & Decisions. A review memo was also prepared.
16. On 7/6/16 the Staff Review Committee voted to find the application compliant (145-75), voted to approve and sign the Findings of Fact & Decisions, and voted to approve and sign the site plan at the end of the meeting.

§ 145-75. Criteria and Standards

Comments

The following standards shall be applied to all applications for site plan approval. These standards are intended to provide a frame of reference for the applicant in the development of his plans and a method of review. These standards shall be applied reasonably and fairly, when applicable, taking into account any extenuating circumstances or special features of the property or its neighborhood.

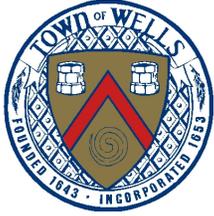


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 3 of 12

§ 145-75. Criteria and Standards		Comments
A.	<p>Traffic. The proposed development shall provide for safe access to and from public and private roads. Safe access shall be assured by providing an adequate number of exits and entrances that have adequate sight distances and do not conflict with or adversely impact the traffic movements at intersections, schools and other traffic generators. Curb cuts shall be limited to the minimum width necessary for safe entering and exiting. The proposed development shall not have an unreasonable adverse impact on the Town road system and shall provide adequate parking and loading areas. No use or expansion of a use shall receive site plan approval if any parking spaces are located in a public right-of-way or if any travel lane of a state number highway is used as part of the required aisle to access any parking spaces.</p>	<p>This parcel has approximately 402.15’ of street frontage along Route One and 65.05’ of street frontage along Mile Road. Parcel does have multiple street frontages. However, the minimum setback from Route 1 is not permitted to be reduced and Mile Road frontage is not proposed to be reduced. On-street parking is prohibited. All parking is shown to meet the 90 degree parking space size requirements. 3 spaces are proposed and are noted to be 9’ x 18.5’ in dimension. Travel aisle widths noted to be 30+ feet. Handicap parking spaces not depicted on this amended plan. No changes to ADA parking or signage proposed. See parking space requirement table on sheet C2.0. All handicap parking spaces shall have ADA compliant signage. See sheet C2.0.</p> <p>Clynk is proposed as a business service use. $320 \times 3.5 / 1000 = 2$ spaces. No less than 3 are required. 3 are proposed. $31,059 \text{ SF sales floor area} \times 3.5 / 1000 = 109$ spaces required. 222 spaces exist. 222 spaces are proposed. For a lot total of 225 spaces.</p> <p>The loading/ receiving area is labelled on the site plan. Snow storage areas depicted on the plan. Areas that could be used for parking shall be on pavement as depicted on the plan. Speed limit of Route 1 is noted to be 35 MPH. No changes to entrances or exits proposed. Sight distances for the bus stop were discussed by the SRC and found to be acceptable.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>

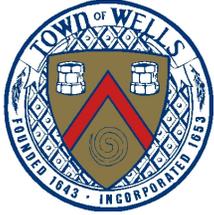


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 4 of 12

§ 145-75. Criteria and Standards		Comments
B.	Dust, fumes, vapors and gases. Emission of dust, dirt, fly ash, fumes, vapors or gases which could damage human health, animals, vegetation or property or which could soil or stain persons or property, at any point beyond the lot line of the commercial or industrial establishment creating that emission, shall be prohibited.	<p>The parcel is prohibited from emitting such dust, fumes, vapors or gases at any point beyond its lot lines.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
C.	Odor. No land use or establishment shall be permitted to produce offensive or harmful odors perceptible beyond its lot lines, measured either at ground or habitable elevation.	<p>The parcel is prohibited from producing such odors perceptible beyond its lot lines as measured at either ground or habitable elevation.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
D.	Glare. No land use or establishment shall be permitted to produce a strong, dazzling light or reflection of that light beyond its lot lines onto neighboring lots or onto any Town way so as to impair the vision of the driver of any vehicle upon that Town way.	<p>The parcel is prohibited from producing such glare onto neighboring lots or Town ways. See lighting notes and labels on Sheets C3.0 and C3.1. Existing and proposed light and utility poles are identified on sheet C2.0 as well.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
E.	Stormwater runoff. Surface water runoff shall be minimized and detained on site if possible or practicable in accordance with Chapter 202-12F(4) General Standards of the Wells Subdivision Ordinance (wherein the word “site plan” shall be substituted for “subdivision”). If it is not possible to detain water on site, downstream improvements to the channel may be required of the developer to prevent flooding which would be caused by his project. The natural state of watercourses, swales, floodways or rights-of-way shall be maintained as nearly as possible. [Amended 4-27-2007]	<p>Attachment B of submitted is a stormwater analysis for the 2, 10 and 25 year event by Stantec.</p> <p>Town Engineer agrees with the conclusion that any increases are considered negligible.</p> <p>Proposed contours and replacement vegetated swale depicted.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>



Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 5 of 12

§ 145-75. Criteria and Standards		Comments
F.	Erosion control. Erosion of soil and sedimentation of watercourses and water bodies shall be minimized by employing the following best-management practices: [Amended 4-27-2007]	A note referring to the Findings of Fact & Decisions is noted on sheet C2.0. Best Management Practices are a standard condition of approval. BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.
(1)	Stripping of vegetation, soil removal and regrading or other development shall be accomplished in such a way as to minimize erosion.	
(2)	The duration of exposure of the disturbed area shall be kept to a practical minimum.	
(3)	Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.	
(4)	Permanent (final) vegetation and mechanical erosion control measures in accordance with the standards of the York County Soil and Water Conservation District or the Maine Soil and Water Conservation Commission shall be installed as soon as practicable after construction ends.	
(5)	Until a disturbed area is stabilized, sediment in runoff water shall be trapped by the use of debris basins, silt traps or other acceptable methods as determined by the reviewing authority.	
(6)	The top of a cut or the bottom of a fill section which alters the existing grade by more than two feet shall not be closer than 10 feet to an adjoining lot.	
(7)	During grading operations, methods of dust control shall be employed.	
(8)	The proposed site plan shall prevent soil erosion and sedimentation from entering waterbodies, wetlands, and adjacent properties.	

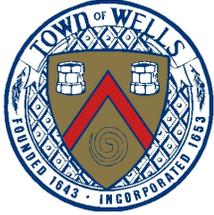


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for "Hannaford"
Page 6 of 12

§ 145-75. Criteria and Standards		Comments
(9)	The procedures outlined in the erosion and sedimentation control plan shall be implemented during the site preparation, construction, and clean-up stages.	
(10)	Cutting or removal of vegetation along waterbodies shall not increase water temperature or result in shoreline erosion or sedimentation.	
(11)	Topsoil shall be considered part of the site plan and shall not be removed from the site except for surplus topsoil from roads, parking areas, and building excavations.	

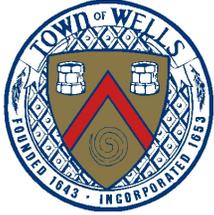


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 7 of 12

§ 145-75. Criteria and Standards		Comments
G.	<p>Setbacks and screening. Parking and loading areas, exposed storage areas, exposed machinery installation and areas used for the storage or collection of discarded automobiles, auto parts, metals or any other articles of salvage or refuse shall have sufficient setbacks and screening to provide a visual buffer sufficient to minimize their adverse impact on the surrounding lots. Where a potential safety hazard to children would be likely to arise, physical screening sufficient to deter small children from entering the premises shall be provided and shall be maintained in good condition.</p>	<p>See Dimensional Requirement table on sheet C2.0 for all required and proposed setbacks.</p> <p>A 15' vegetated landscaped buffer is required along Route 1 and Mile Road. The site plan amendment provided does not depict existing or proposed landscaped buffering. SRC found the existing buffers to be acceptable on 6/28/16.</p> <p>Existing 6' tall solid_wooden fencing along “Wells Plaza” driveway is depicted. Area also has existing trees on both sides of portions of the fencing. SRC found the existing fence provides a visual screen for abutting residential properties to the east (M 121, Lots 6, 6A, 7, 8 and 8A) and is sufficient on 6/28/16.</p> <p>SRC found the screening for M 121, Lot 20 and Lots 15, 16 and 17 to be sufficient on 6/28/16. See note on sheet C2.0.</p> <p>Other abutters are commercial and do not required visual screening (M 121, Lots 20, 16, 17 and 18A). Proposed disturbed areas to be grass.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
H.	<p>Explosive materials. No highly flammable or explosive liquids, solids or gases shall be stored in bulk above ground, unless they are stored in compliance with the requirements of the National Fire Protection Association (NFPA) standards.</p>	<p>The site plan identifies the existing propane tank storage area. Six 1,000 gallon tanks are depicted. Explosive materials shall be stored in compliance with NFPA standards.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>

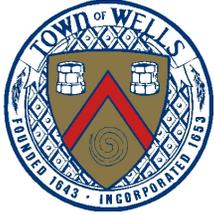


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for "Hannaford"
Page 8 of 12

§ 145-75. Criteria and Standards		Comments
	fuel, chemicals, chemical or industrial wastes and potentially harmful raw materials shall be located on reinforced cement and shall be completely enclosed by an impervious dike monolithically poured, which shall be high enough to contain the total volume of liquid kept within the storage area, plus the rain falling into this storage area during a fifty-year storm, so that such liquid shall not be able to spill onto or seep into the ground surrounding the paved storage area. Storage tanks for home heating fuel and diesel fuel, not exceeding 275 gallons in size, shall be exempted from this requirement.	
I.	Water quality. All aboveground outdoor storage facilities for fuel, chemicals, chemical or industrial wastes and potentially harmful raw materials shall be located on reinforced cement and shall be completely enclosed by an impervious dike monolithically poured, which shall be high enough to contain the total volume of liquid kept within the storage area, plus the rain falling into this storage area during a fifty-year storm, so that such liquid shall not be able to spill onto or seep into the ground surrounding the paved storage area. Storage tanks for home heating fuel and diesel fuel, not exceeding 275 gallons in size, shall be exempted from this requirement.	Water quality standards shall be met. BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.

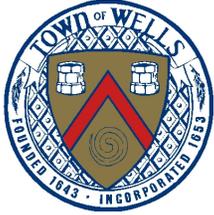


Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 9 of 12

§ 145-75. Criteria and Standards		Comments
J.	Preservation of landscape. Unnecessary disturbance of the landscape shall be minimized, insofar as practicable, by minimizing tree removal and any grade changes.	<p>Existing lot coverage is 22.6%. Proposed lot coverage is 23%. Maximum lot coverage is noted to be 65%</p> <p>Plan notes the maximum lot coverage in the Shoreland Overlay zone is 20%. No coverage exists or is proposed in this area of the parcel.</p> <p>Existing Contours are labelled. Proposed contours are depicted. Contours are noted at 2 foot intervals.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
K.	Refuse disposal. The applicant shall provide for the disposal of all solid and liquid wastes on a timely basis and in an environmentally safe manner. The review board shall consider the impact of particular industrial or chemical wastes or by-products upon the Wells transfer station (in terms of volume, flammability or toxicity) and may require the applicant to dispose of such wastes elsewhere, in conformance with all applicable state and federal regulations. The board may require the applicant to specify the amount and exact nature of all industrial or chemical wastes to be generated by the proposed operation.	<p>Trash compactor, trash receptacles, and grease dumpster are noted on the site plan. Such Refuse is stored behind the building out of view from abutters. Refuse that is visual to abutters shall be screened with 6' tall solid screening.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>
L.	Water supply. The applicant shall demonstrate the availability of adequate water supply for fire protection and the consumption needs of the proposed development.	<p>Proposed accessory buildings shall have no water or sewer connections. SRC found that a KKWWD letter is not necessary on 6/28/16.</p> <p>BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.</p>



Town of Wells, Maine

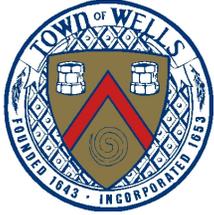
Staff Review Committee

FINDINGS OF FACTS & DECISIONS
Site Plan Amendment Application for “Hannaford”
Page 10 of 12

§ 145-75. Criteria and Standards		Comments
M.	Sewage disposal. The applicant shall provide for the safe disposal of all wastewaters.	Proposed accessory buildings shall have no water or sewer connections. SRC found that a WSD letter is not necessary on 6/28/16. BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.
N.	Fire safety. The site plan shall make adequate provisions for access by fire-fighting equipment and personal.	The existing fire hydrant is labelled on the site plan. Adequate access and provisions remain sufficient throughout the property. The proposed bus shelter and clynk building maintain access. If a Knox box is installed, its locations shall be reviewed by the Fire Department prior to installation. BASED ON THIS, THE STAFF REVIEW COMMITTEE FINDS THAT THIS STANDARD SHALL REMAIN MET.

Standard Conditions of Approval

1. Site Plan approval secured under the provisions of this chapter shall expire within 10 years from the date on which the site plan is signed if all aspects of the site plan approval are not fully completed and established. Any site plan approval may include a phasing plan according to an approved time schedule not to exceed 10 years from the date on which the site plan is signed. Site plan approval shall expire if a use has been established and then discontinued for two years or more. [§145-74F]
2. Approval is conditioned upon compliance by the applicant with the plans and specifications which have been received by the Town in connection with this development proposal.
3. Conditions of approval or notes written on the face of the site plan may be amended only by the reviewing authority that approved the site plan. [§145-74G(1)(b)]
4. Failure to comply with any conditions of approval shall be construed to be a violation of Article X of the Land Use Ordinance and shall be grounds for revoking the approved development plan, initiating legal proceedings to enjoin construction development or any specific activity violating the conditions of plan approval or applying the legal penalties detailed in §145-64. [§145-79A]
5. Whenever sedimentation is caused by stripping vegetation, regrading or other development, it shall be the responsibility of the owner to immediately install sedimentation control devices on his lot and to remove sediment from all adjoining surfaces, drainage systems and watercourses and to repair any drainage, at his expense, as quickly as possible. Any landowner that fails to do so within two weeks after official written notification by the Code Enforcement Officer shall be penalized as set forth in §145-64. [§145-79B]



Town of Wells, Maine

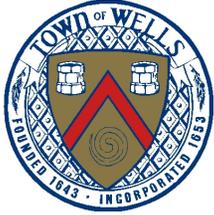
Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for "Hannaford"

Page 11 of 12

6. Erosion of soil and sedimentation of watercourses and water bodies shall be minimized by employing the following best-management practices [§145-75F]:
 - (a) Stripping of vegetation, soil removal and regrading or other development shall be accomplished in such a way as to minimize erosion.
 - (b) The duration of exposure of the disturbed area shall be kept to a practical minimum.
 - (c) Temporary vegetation and/or mulching shall be used to protect exposed critical areas during development.
 - (d) Permanent (final) vegetation and mechanical erosion control measures in accordance with the standards of the York County Soil and Water Conservation District or the Maine Soil and Water Conservation Commission shall be installed as soon as practicable after construction ends.
 - (e) Until a disturbed area is stabilized, sediment in runoff water shall be trapped by the use of debris basins, silt traps or other acceptable methods as determined by the reviewing authority.
 - (f) The top of a cut or the bottom of a fill section which alters the existing grade by more than two feet shall not be closer than 10 feet to an adjoining lot.
 - (g) During grading operations, methods of dust control shall be employed.
 - (h) The proposed site plan shall prevent soil erosion and sedimentation from entering waterbodies, wetlands, and adjacent properties.
 - (i) The procedures outlined in the erosion and sedimentation control plan shall be implemented during the site preparation, construction, and clean-up stages.
 - (j) Cutting or removal of vegetation along waterbodies shall not increase water temperature or result in shoreline erosion or sedimentation.
 - (k) Topsoil shall be considered part of the site plan and shall not be removed from the site except for surplus topsoil from roads, parking areas, and building excavations.
7. The property shown on this plan may be developed and used only as depicted on this approved plan. All elements and features of the plan and all representations made by the applicant in the record of the Planning Board and/or Staff Review Committee proceedings are conditions of the approval. No change from the conditions of approval is permitted unless an amended plan is first submitted to and approved by the Planning Board and/or Staff Review Committee.
8. Approval of the application or amendment application does not relieve the applicant from the responsibility to obtain building permits prior to construction and use permits prior to occupancy.
9. It is the applicant's responsibility to contact Dig Safe prior to construction.
10. It is the owner/Homeowners Association/applicant/developer's responsibility, not the Town Code Office or Town Planning Office, to contact the Town Clerk's Office to apply for and maintain any and all business license(s) for the use(s) conducted on this subdivision/site plan parcel(s).
11. Approval of any proposed field changes shall be obtained prior to construction. Said approvals shall be in writing. The Code Enforcement Office shall consult with the Office of Planning and Development prior to approving any field change.
12. Prior to the pouring of a building footing/foundation, the location of each cottage and/or building to be constructed shall be located on the face of the earth and shall be marked with surveyor pins or stakes. The developer shall receive approval of each cottage and/or building location from the Code Enforcement Office prior to the commencement of footing/foundation excavation.
13. If the property will be converted to a condominium form of ownership, the proposed condominium documents must be presented to the Town for review and approval by the Town Attorney. No use permit shall be issued until the Town Attorney has indicated approval of the condominium documents.
14. Upon completion of construction, the applicant shall provide to the Town record as-built drawings of the roadway, drainage, and utility related construction work.



Town of Wells, Maine

Staff Review Committee

FINDINGS OF FACTS & DECISIONS

Site Plan Amendment Application for "Hannaford"

Page 12 of 12

15. The Town of Wells, Maine may employ the services of an engineering firm to assist in the inspection of roads and other infrastructure if, in the opinion of the Code Enforcement Office, the work necessary to insure compliance with Town ordinances or the requirements of this approval are beyond those capacities available by staff. The cost of such additional services will be born by the developer.
16. All components, features, improvements and conditions of site plan approval shall be fully completed prior to any issuance of a certificate of occupancy.

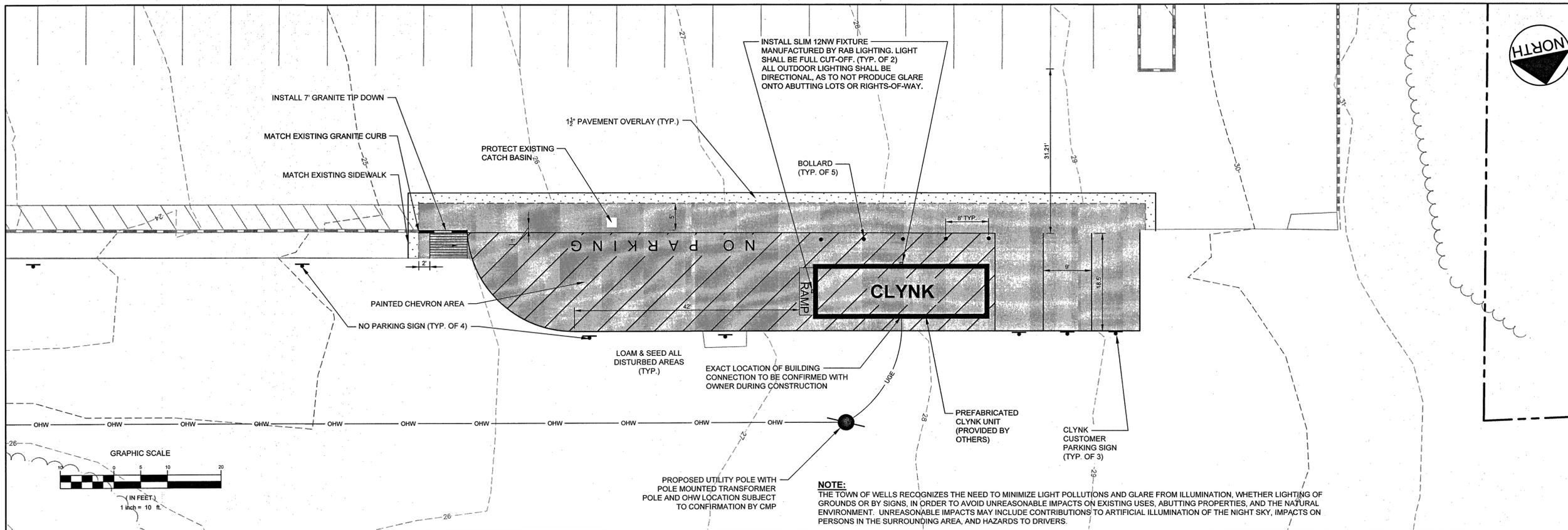
Special Conditions of Approval

1. All previous Conditions of Approval will remain in effect. The approval of this Amended Site Plan in no way negates the need for applicant compliance with all previously set Conditions of Approval.
2. Upon completion of construction, the applicant shall provide to the Town record as-built drawings of the roadway, drainage, and utility related construction work.

Dated at Wells, Maine this _____ day of _____, 2016

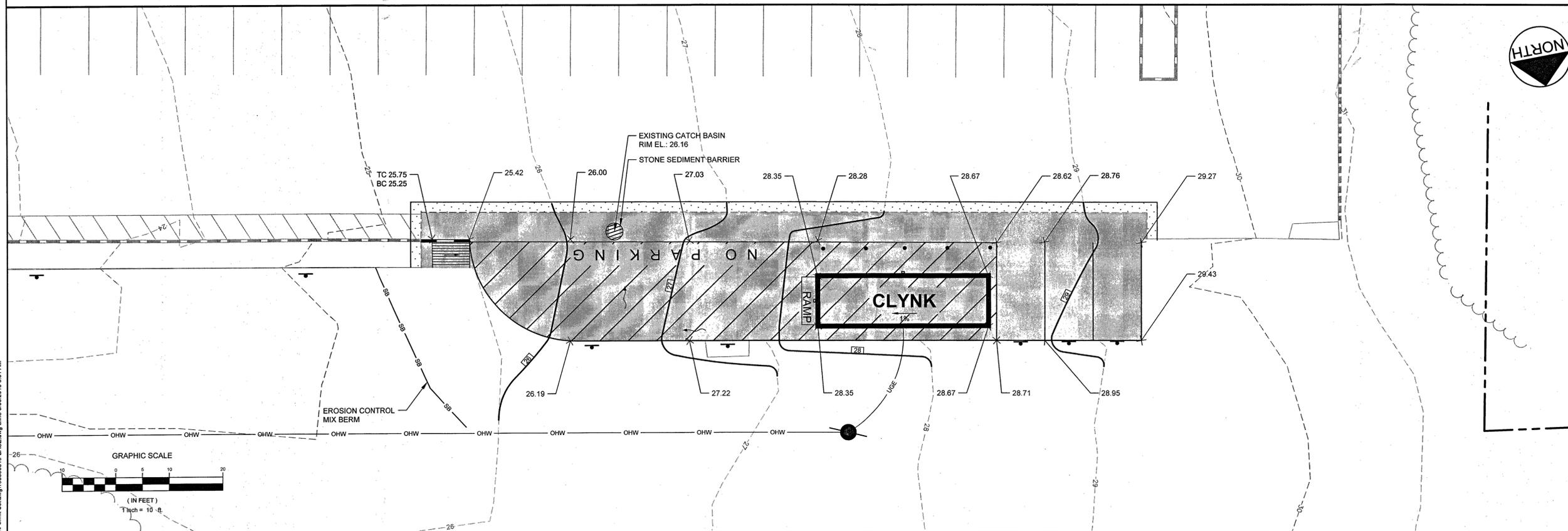
Wells Staff Review Committee

By: _____



PROPOSED SITE LAYOUT / UTILITY PLAN

SCALE: 1"=10'



PROPOSED GRADING & DRAINAGE / EROSION CONTROL PLAN

SCALE: 1"=10'

PRELIMINARY - NOT FOR CONSTRUCTION

Revision	By	App'd.	Date
3	ARF	BEK	16.06.30
2	ARF	ADJ	16.06.21
1	ARF	BEK	16.05.31

File Name:	ARF	BEK	ARF	16.05.31
	DWN.	CHKD.	DSGN.	DATE

Permit-Seal



Client/Project
HANNAFORD BROS. CO., LLC
107 WELLS PLAZA

HANNAFORD SITE IMPROVEMENTS
WELLS, ME

Title
PROPOSED SITE, GRADING AND
UTILITY LAYOUT PLAN - CLYNK

Project No. 195350319 Scale 1" = 10'

Sheet

