

APPROVED



TOWN OF WELLS, MAINE
STAFF REVIEW COMMITTEE

Meeting Minutes

Tuesday, January 12, 2016, 9:00 AM
Littlefield Meeting Room, Town Hall
208 Sanford Road, Wells

The meeting was called to order by Town Engineer/Planner Mike Livingston. Members present: Highway Department Commissioner Terry Oliver, Police Lt. Gerry Congdon, Fire Chief Dan Moore, Assistant Code Enforcement Officer Jim Genereux, Planning Assistant Shannon Belanger, Meeting Recorder Cinni Davidson.

MINUTES

December 29, 2015

MOTION

Motion by Chief Moore, seconded by Mr. Genereux, to accept the minutes as submitted.
PASSED 4-0-1 (Mr. Livingston and Lt. Congdon were also at the meeting.)

DEVELOPMENT REVIEW AND WORKSHOP

- I. VERIZON WIRELESS UTILITY FACILITY** - Portland Cellular Partnership, LLC, applicant; Wells Realty Limited Partnership, owner; Verrill Dana, LLP, agent. Site Plan Amendment Application to located a 700 SF Public Utility Facility (equipment shelter) with generator pad and HVAC unit on northwest corner of the lot. Parcel is located within the Residential A & General Business Districts and is located off of Buzzell Road and Steeple Way. Tax Map 120, Lot 3B. **Workshop completeness, compliance and Findings of Fact & Decisions for possible approval**

Kelly Boden, Esq. of Verrill Dana and Matt Burke, Project Manager, represented the applicant. The proposal is for an equipment shelter and concrete pad on a 2.38 acre site. The recommendations in Mr. Livingston's memo were reviewed. The plan revisions have been made.

MOTION

Motion by Chief Moore, seconded by Mr. Oliver, to find that 2 parking spaces are adequate.
PASSED unanimously.

MOTION

1 Motion by Mr. Oliver, seconded by Chief Moore, to waive the requirement for a new boundary
2 survey. **PASSED** unanimously.

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4 The utility easement was considered; this is covered in the lease agreement.

5
6 **MOTION**

7 Motion by Chief Moore, seconded by Mr. Genereux, to find that the existing vegetation satisfies
8 the requirement for roadway landscaped buffering. **PASSED** unanimously.

9
10 **MOTION**

11 Motion by Chief Moore, seconded by Mr. Genereux, to find the application complete. **PASSED**
12 unanimously.

13
14 **MOTION**

15 Motion by Chief Moore, seconded by Mr. Genereux, to find the application compliant. **PASSED**
16 unanimously.

17
18 The Findings of Fact & Decisions were reviewed.

19
20 **MOTION**

21 Motion by Chief Moore, seconded by Mr. Genereux, to find that the requirements of §145-75 A-
22 N were met. **PASSED** unanimously.

23
24 **MOTION**

25 Motion by Chief Moore, seconded by Mr. Genereux, to approve the site plan application and
26 sign plans and Findings at the end of the meeting. **PASSED** unanimously.

27
28 **II. KKW WATER DISTRICT UTILITY FACILITY AMENDMENT – Edgar Moore,**
29 **owner, KKWWD applicant. Site Plan Amendment to erect a 30' tall pole immediately**
30 **adjacent to the existing Treatment Facility building. The pole will be used to mount a**
31 **data collector to collect and transit water meter reading data. No other changes are**
32 **proposed. The property is located off of 95 Bypass Road and is within the Rural District.**
33 **Tax Map 150, Lot 13. Receive Site Plan Amendment Application, and workshop**
34 **completeness**

35
36 **MOTION**

37 Motion by Chief Moore, seconded by Mr. Genereux, to receive the site plan amendment
38 application. **PASSED** unanimously.

39
40 Rob Weymouth, Facilities Manager for the Water District, was present. The applicant proposes
41 to install a pole at the pumping and treatment facility to collect water meter reading data. The
42 recommendations in Mr. Livingston's memo were reviewed.

43
44 **MOTION**

45 Motion by Chief Moore, seconded by Mr. Genereux, to find that the existing landscaped buffer
46 along Bypass Road is adequate. **PASSED** unanimously.

47
48 **MOTION**

1 Motion by Chief Moore, seconded by Mr. Genereux, to find that one parking space is sufficient.
2 **PASSED** unanimously.

3
4 **MOTION**

5 Motion by Chief Moore, seconded by Mr. Genereux, to find that the plan scale of 1"=50' is
6 acceptable. **PASSED** unanimously.

7
8 **MOTION**

9 Motion by Chief Moore, seconded by Mr. Genereux, that the applicant will obtain a surveyor's
10 letter indicating that the facility built in 2012 meets the setback requirements. **PASSED**
11 unanimously.

12
13 **MOTION**

14 Motion by Chief Moore, seconded by Mr. Genereux, to determine that parcel contours are not
15 required on the plan. **PASSED** unanimously.

16
17 The applicant has requested a letter from CMP granting permission to install the pole in the area
18 covered by their easement. Property owner Edgar Moore has been contacted about the proposal.

19
20 **MOTION**

21 Motion by Chief Moore, seconded by Mr. Genereux, to continue the workshop to the next
22 meeting. **PASSED** unanimously.

23
24 **III. MILLBROOK FARM** – Kasprzak Landholdings, Inc. owner; Kasprzak Homes/ Robert
25 Georgitis, applicant; Sebago Technics, agent. Preliminary Subdivision Application
26 consisting of 70 dwelling units located within 35 duplex (two-family) buildings on land
27 totaling 80.82 acres of which 60.69 acres to be dedicated as open space (Multifamily
28 Development). The major subdivision proposes roadways and shall be connected to
29 public water and public sewer. The subdivision is located within the Rural and 75'
30 Shoreland Overlay Districts and is located off of Willow Way/ Gateway Drive and
31 Midway Drive. Tax Map 72, Lots 4B, 12 and 13. **Comment on application for the**
32 **Planning Board**

33
34 Bob Georgitis of Kasprzak Landholdings and Jason Haskell of Sebago Technics were present.
35 This is phase 6 of the condominium development at Riverbend Woods, consisting of 70 dwelling
36 units (35 duplexes) served by public water and sewer.

37
38 Mr. Haskell will send information about the hydrant locations to Chief Moore. There is an
39 existing curb cut at the intersection of Willow Way and Gateway Drive, formerly entrance to the
40 old farm. The detention pond has water in it; there is no prohibition against ice skating. Mr.
41 Georgitis said they can post a sign. There were several comments at the Planning Board's public
42 hearing regarding the condition of Bypass Road. Mr. Oliver said it is on the list for repaving.
43 Mr. Genereux will review the boundary monumentation on the plan. Chief Moore said the
44 chimneys need 3 inspections, the foundation, when the chimney is in place, and before it is
45 closed in. The Fire Department would like 24 hour notice to schedule the inspections. Mr.
46 Georgitis said that based on the ITE manual, they estimate 88 peak hour trips. The standard for
47 an active adult retirement community is different from a subdivision. Mr. Georgitis asked Mr.

1 Oliver if the large 25 MPH sign could be moved farther up Bypass Road away from its current
2 location at the entrance.

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ADJOURN

MOTION

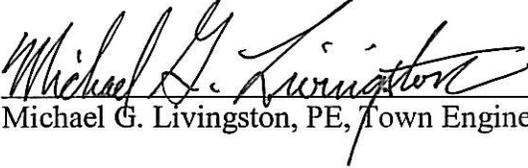
Motion by Chief Moore, seconded by Mr. Genereux, to adjourn and sign plans and Findings.
PASSED unanimously.

RESPECTFULLY SUBMITTED:



Cinni Davidson, Meeting Recorder

ACCEPTED BY:



Michael G. Livingston, PE, Town Engineer/Planner