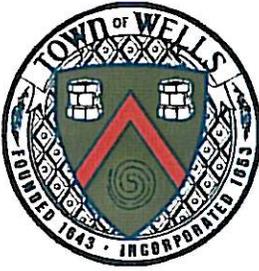


APPROVED



TOWN OF WELLS, MAINE
STAFF REVIEW COMMITTEE

Meeting Minutes
Tuesday, April 12, 2016, 9:00 AM
Wells Activity Center
113 Sanford Road, Wells

The meeting was called to order by Town Engineer/Planner Mike Livingston. Members present: Highway Department Commissioner Terry Oliver, Police Chief Jo-Ann Putnam, Code Enforcement Officer Jodine Adams (representing the Fire Department for items 1 & 2), Fire Chief Dan Moore (representing the Fire Department for items 3, 4 & 5), Assistant Code Enforcement Officer Jim Genereux, Planning Assistant Shannon Belanger, Meeting Recorder Cinni Davidson.

MINUTES

February 2, 2016

MOTION

Motion by Mr. Genereux, seconded by Mr. Oliver, to accept the minutes as submitted. **PASSED** 3-0-2. (Mr. Livingston, Mr. Genereux and Mr. Oliver were present.)

DEVELOPMENT REVIEW AND WORKSHOP

- I. PINEDEROSA WEST CAMPGROUND** – Baston Properties, LLC, owner/applicant. Post Road Surveying Inc, agent. Site Plan Amendment Application seeking after the fact approval to reduce the parcel acreage from 150.9 acres to 26.86 acres; to allow gravel parking for the RV sites instead of grass parking; to allow up to 1,500 SF of structure to be built for a bath house, maintenance shed and/or other minor structure(s); and to add a well pump house. The amendment is to rectify an illegal lot division which created a 19± acre parcel with no street frontage. The site plan use shall remain a Tent and Recreational Vehicle Park consisting of 84 RV sites. The parcel is served by on-site septic and an on-site drilled well. The parcel is located within the Rural District and is off of Hiltons Lane. Tax Map 11, Lot 25. **Receive Site Plan Amendment Application, Workshop Articles V, VI, VII and draft completeness**

Greg Baston, owner, and Jim Wright of Post Road Surveying were present.

MOTION

Motion by Mr. Oliver, seconded by Chief Putnam, to receive the site plan amendment application. **PASSED** unanimously.

1 This application includes a change to the lot lines from the original approval and allows gravel
2 parking, a bath house, maintenance shed and the addition of a well pump house. Completeness
3 items were reviewed.

4
5 **MOTION**

6 Motion by Mr. Oliver, seconded by Mr. Genereux, to waive the plan scale requirement and allow
7 1"=60'. **PASSED** unanimously.

8
9 Since the site is fully developed and the RV sites have been constructed, property contours can
10 be waived.

11
12 **MOTION**

13 Motion by Mr. Oliver, seconded by Mr. Genereux, to waive property contours. **PASSED**
14 unanimously.

15
16 There were no comments from the Code Office, Police, Fire and Public Works Departments.

17
18 **MOTION**

19 Motion by Mr. Oliver, seconded by Mr. Genereux, to continue the workshop to the next meeting.
20 **PASSED** unanimously.

- 21
22 **II. ARMSTRONG FENCE** – Steve & Lisa Duplisea, owner/applicant; Geoffrey Aleva,
23 Civil Consultants, agent. Site Plan Amendment Application to eliminate the previously
24 approved 40' x 100' 2-story office building and 32' x 38' garage and instead construct a
25 1,792 SF Business Office use (2-story building) and a 1,536 SF Business Contractor/
26 Business Wholesale/ Warehousing (1-story building), an accessory outdoor storage area/
27 display area, and associated parking. The parcel is located within the Light Industrial
28 District and is off of 632 North Berwick Road. Tax Map 40, Lot 3-4. **Receive Site Plan**
29 **Amendment Application, Workshop Articles V, VI, VII and draft completeness**

30
31 Steve Duplisea, applicant, and Neil Raposa from Civil Consultants were present.

32
33 **MOTION**

34 Motion by Mr. Oliver, seconded by Mr. Genereux, to receive the site plan amendment
35 application. **PASSED** unanimously.

36
37 The old site plan for this property has expired, and the owner plans to construct a new facility
38 with office space, 2 rental units and an outdoor storage area. The entrance is shared with the
39 abutting lot. The truck turn-around has been eliminated and there is full access to all sides of the
40 building.

41
42 **MOTION**

43 Motion by Chief Putnam, seconded by Mr. Genereux, to waive the requirement for an updated
44 boundary survey. **PASSED** unanimously.

45
46 The proposed sign might have lighting and the standard "no glare" note will be added to the plan.
47 The outside HVAC equipment will be wall-mounted; there won't be a generator. The septic
48 system will be in front where vehicles won't drive over it. A dumpster is not planned now; the

1 standard note will be added to the plan. Two or three trees will be added to the landscape buffer
2 along Route 9. Parking requirements will be adjusted based on the tenants' uses. There will not
3 be a loading bay. The garage entrance will be in back. No exterior fuel tanks are proposed.
4 There were no comments from the Code Office, Fire and Public Works Departments. Chief
5 Putnam asked about an alarm system. The owner has no plans to install one. The fence along
6 Route 9 screens the material stored in the yard. This is not a retail location; it is a service
7 business that installs fences. A security fence may be added later. An abutter has commented to
8 the Planning Department about the shared entrance and the drainage. There are easements in
9 place.

10
11 John Powers representing abutter A & L Realty said their concerns are drainage and run-off from
12 the snow storage area.

13
14 **MOTION**

15 Motion by Mr. Genereux, seconded by Mr. Oliver, to continue the workshop to the next meeting.
16 **PASSED** unanimously.

17
18 **III. JOSHUA'S RESTAURANT** – Joshua Mather, owner/applicant. Harvey Wells,
19 architect. Site Plan Amendment Application to construct a 228 SF building addition and a
20 48 SF walk-in cooler; construct a 416 SF covered outdoor dining area for 16 additional
21 seats for the Standard Restaurant use (new total of 93 seats), and expand the entry
22 footprint by 120 SF for ADA accessibility. The parcel is located within the General
23 Business District and is off of 1637 Post Road. Tax Map 135, Lot 15. **Receive Site Plan**
24 **Amendment Application, Workshop Articles V, VI, VII and draft completeness**

25
26 Joshua Mather, owner/applicant, and architect Harvey Wells were present.

27
28 **MOTION**

29 Motion by Chief Putnam, seconded by Mr. Genereux, to receive the site plan amendment
30 application. **PASSED** unanimously.

31
32 The applicant plans to add an outdoor patio with 16 additional seats, add an outdoor walk-in
33 cooler and prep area, and reconfigure the parking. Mr. Genereux said there would be a standard
34 condition on the permit that the new patio area would be at least 5' from the setback.

35
36 **MOTION**

37 Motion by Chief Moore, seconded by Mr. Genereux, to waive the requirement for an updated
38 boundary survey. **PASSED** unanimously.

39
40 A 6' solid fence is proposed for the residential abutter on the north side. Mr. Mather said the
41 addition would be used as a private work area to do prep for the kitchen, especially at harvest
42 time.

43
44 **MOTION**

45 Motion by Chief Moore, seconded by Mr. Genereux, to waive the requirement for a stormwater
46 management plan. **PASSED** unanimously.

1 The existing trees along Route One provide an adequate buffer. One damaged maple tree needs
2 to be removed.

3
4 There were no comments from the Code Office, Police, Fire and Public Works Departments.

5
6 **MOTION**

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

9
10 **IV. COAST TO COAST CATERING** – Lyons Enterprises, owner; Daniel Crook,
11 applicant. Site Plan Amendment to install a 10' x 12' walk-in cooler for the existing
12 1,550 SF Business Contractor Use building; and to obtain after the fact approval for 9
13 gravel parking spaces and a paved walkway installed without site plan approval. The
14 parcel is located within the Residential Commercial District and is off of 835 Sanford
15 Road. Tax Map 49, Lot 29-1. **Receive Site Plan Amendment Application, Workshop**
16 **Articles V, VI, VII and draft completeness**

17
18 Applicant Dan Crook and property owner Dan Lyons were present.

19
20 **MOTION**

21 Motion by Chief Putnam, seconded by Mr. Genereux, to receive the site plan amendment
22 application. **PASSED** unanimously.

23
24 The applicant plans to add a walk-in cooler to the front business contractor building. The
25 cooler will be constructed on an existing pad. DOT took a strip of land at the front of the
26 property but lot coverage and setbacks are not affected. There are no plans to change the
27 vegetated buffer along Route 109 and Homestead Drive.

28
29 **MOTION**

30 Motion by Mr. Oliver, seconded by Chief Moore, to find that the existing vegetated buffer is
31 sufficient. **PASSED** unanimously.

32
33 There is a 5' stockade fence topped with a 6" lattice that screens the residential abutter on the
34 northeast. The 20' wooded buffer on the prior site plan is gone.

35
36 **MOTION**

37 Motion by Chief Moore, seconded by Mr. Genereux, to find that the existing fencing and
38 vegetation are sufficient. **PASSED** unanimously.

39
40 **MOTION**

41 Motion by Mr. Oliver, seconded by Chief Moore, to waive the requirement for an updated
42 boundary survey. **PASSED** unanimously.

43
44 A concrete pad identified on the aerial was used for a dumpster which has been removed.
45 Compliance items were reviewed. The propane tank has been removed and there is a natural gas
46 line running along the driveway.

1 There were no comments from the Code Office, Fire and Public Works Departments. Chief
2 Putnam noted that the current driveway is two-way and may need to be modified for the new
3 tenant. If traffic increases with the change of use, the applicant might consider entering from
4 Route 109 and exiting from Homestead Drive.

5
6 **MOTION**

7 Motion by Mr. Oliver, seconded by Chief Moore, to continue the workshop to the next meeting.
8 **PASSED** unanimously.

9
10 An abutter was present and asked if there will be a new fence. The existing fence is falling down
11 and the trees are trimmed to prevent further damage. The abutter didn't want leaves falling into
12 her pool. Screening could be provided by year-round vegetation. Mr. Lyons said he will look into
13 vegetation and discuss it with her. She asked if there will be any noise from the cooler. Mr.
14 Crook said it will be an inside unit.

- 15
16 **V. SEACOAST MOTEL - Jmseacoast, LLC, owner/applicant. Site Plan Amendment**
17 **Application to install a fence, eliminate the Hotel/Motel dumpster and install a 10' x 12'**
18 **shed. No change proposed to the existing Hotel/Motel use which consists of 15 one-**
19 **bedroom units. The parcel is located within the General Business District and is off of 40**
20 **Post Road. Tax map 105, Lot 2. Comment on Site Plan Amendment Application for**
21 **the Planning Board**

22
23 Josh Mokarzel, applicant, and J.J. Mokarzel were present. The applicant plans to eliminate the
24 dumpster and add a fence and shed. The new hotel standards require a 25' landscape buffer
25 around the entire perimeter and the shed would encroach into the buffer. If the applicant wants
26 the shed in that location it would require Planning Board approval. An alternative is to move the
27 shed out of the buffer and adjust the parking. Mr. Mokarzel said the shed will be an enclosed
28 area with a self-serve breakfast buffet for guests. Chief Moore said if the public will be using the
29 building he needs to review the plans. One of the new hotel standards is that all buildings must
30 be sprinklered. Mr. Genereux said it would need ADA compliant entrances and exits. There
31 needs to be a ramp with a wide doorway. Chief Moore suggested a tent for the motel's May-
32 October season. Mr. Genereux will look into commercial uses of tents and the required fire
33 rating. Mr. Livingston said the parking can be shifted to keep the tent outside the buffer. The
34 owner plans to restripe the parking lot on May 4. Mr. Livingston will send him a new striping
35 plan.

36
37 **MOTION**

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

40
41 **ADJOURN**

42
43 **MOTION**

44 Motion by Chief Moore, seconded by Mr. Oliver, to adjourn. **PASSED** unanimously.

1 RESPECTFULLY SUBMITTED:

2

3

4


Cinni Davidson, Meeting Recorder

6

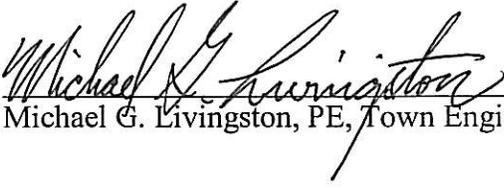
7

ACCEPTED BY:

8

9

10


Michael G. Livingston, PE, Town Engineer/Planner

11

12

13

14

15

16