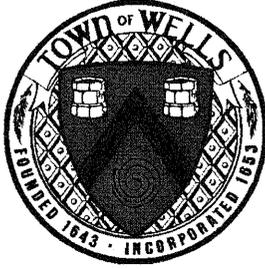


APPROVED



**TOWN OF WELLS, MAINE
STAFF REVIEW COMMITTEE**

Meeting Minutes

Tuesday, April 26, 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, Fire Chief Dan Moore, Assistant Code Enforcement Officer Jim Genereux, Planning Assistant Shannon Belanger, Meeting Recorder Cinndi Davidson.

MINUTES

April 12, 2016

MOTION

Motion by Chief Moore, seconded by Mr. Genereux, to accept the minutes as submitted.

PASSED unanimously.

DEVELOPMENT REVIEW AND WORKSHOPS

- 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. **Workshop completeness, compliance and draft Findings of Fact & Decisions for possible approval**

Greg Baston, applicant, and Jim Wright of Post Road Surveying were present. The recommended plan changes have been made.

MOTION

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

1 **MOTION**

2 Motion by Chief Moore, seconded by Mr. Genereux, to find that the 25' buffer meets the
3 setbacks and screening requirements. **PASSED** unanimously.

4
5 **MOTION**

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

8
9 **MOTION**

10 Motion by Chief Moore, seconded by Mr. Genereux, to approve the Findings of Facts &
11 Decisions with §145-75 A-N, 16 standard conditions of approval and 1 special condition of
12 approval, to approve the plan and sign the plans and Findings at the end of the meeting.
13 **PASSED** unanimously.

14
15 **II. ARMSTRONG FENCE** – Steve & Lisa Duplisea, owner/applicant; Geoffrey Aleva,
16 Civil Consultants, agent. Site Plan Amendment Application to eliminate the previously
17 approved 40' x 100' 2-story office building and 32' x 38' garage and instead construct a
18 1,792 SF Business Office use (2-story building) and a 1,536 SF Business Contractor/
19 Business Wholesale/ Warehousing (1-story building), an accessory outdoor storage area/
20 display area, and associated parking. The parcel is located within the Light Industrial
21 District and is off of 632 North Berwick Road. Tax Map 40, Lot 3-4. **Workshop**
22 **completeness, compliance and draft Findings of Fact & Decisions for possible**
23 **approval**

24
25 The engineer is working on plan revisions.

26
27 **MOTION**

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

30
31 **III. JOSHUA'S RESTAURANT** – Joshua Mather, owner/applicant. Harvey Wells,
32 architect. Site Plan Amendment Application to construct a 228 SF building addition and a
33 48 SF walk-in cooler; construct a 416 SF covered outdoor dining area for 16 additional
34 seats for the Standard Restaurant use (new total of 93 seats), and expand the entry
35 footprint by 120 SF for ADA accessibility. The parcel is located within the General
36 Business District and is off of 1637 Post Road. Tax Map 135, Lot 15. **Workshop**
37 **completeness, compliance and draft Findings of Fact & Decisions for possible**
38 **approval**

39
40 Joshua Mather, applicant, and Harvey Wells, architect, were present. The recommended plan and
41 note changes have been made. The Wells Sanitary District letter for the expansion of the seats
42 has been received.

43
44 **MOTION**

45 Motion by Chief Moore, seconded by Mr. Genereux, to find that the 6' stockade fence on the
46 northerly property line provides adequate screening for the abutter. **PASSED** unanimously.

1 **MOTION**

2 Motion by Chief Putnam, seconded by Chief Moore, to find that the existing trees added to the
3 plan provide an adequate buffer along Route One. **PASSED** unanimously.
4

5 **MOTION**

6 Motion by Chief Moore, seconded by Mr. Genereux, to find the application complete. **PASSED**
7 unanimously.
8

9 **MOTION**

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

13 **MOTION**

14 Motion by Chief Moore, seconded by Mr. Genereux, to approve the Findings of Facts &
15 Decisions with §145-75 A-N, 16 standard conditions of approval and 1 special condition of
16 approval, to approve the plan and sign the plans and Findings at the end of the meeting.
17 **PASSED** unanimously.
18

- 19 **IV. COAST TO COAST CATERING** – Lyons Enterprises, owner; Daniel Crook,
20 applicant. Site Plan Amendment to install a 10' x 12' walk-in cooler for the existing
21 1,550 SF Business Contractor Use building; and to obtain after the fact approval for 9
22 gravel parking spaces and a paved walkway installed without site plan approval. The
23 parcel is located within the Residential Commercial District and is off of 835 Sanford
24 Road. Tax Map 49, Lot 29-1. **Workshop completeness, compliance and draft Findings**
25 **of Fact & Decisions for possible approval**
26

27 **MOTION**

28 Motion by Chief Putnam, seconded by Chief Moore, to table this item until the applicant arrives.
29 **PASSED** unanimously.
30

- 31 **V. SEACOAST MOTEL** - Jmseacoast, LLC, owner/applicant. Site Plan Amendment
32 Application to install a fence, eliminate the Hotel/Motel dumpster and install a 10' x 12'
33 shed. No change proposed to the existing Hotel/Motel use which consists of 15 one-
34 bedroom units. The parcel is located within the General Business District and is off of 40
35 Post Road. Tax map 105, Lot 2. **Consider Amendment Application for receipt,**
36 **Workshop completeness and draft compliance and Findings of Fact & Decisions if**
37 **appropriate**
38

39 Josh Mokarzel, applicant, and J.J. Mokarzel were present. The options for a tent/shelter for
40 outside continental breakfast service were considered. The Code requires any building that is
41 part of a hotel/motel to be sprinklered. Even a tent would qualify as a building because it is a
42 structure with a roof supported by columns. Chief Moore and Mr. Oliver suggested attaching an
43 awning to the side of the building and wheeling out a food cart each morning. There are extra
44 parking spaces and one space could be given up to accommodate the breakfast service. That
45 space will be designated employee parking. The applicant would need a building permit for an
46 awning and it must meet setback requirements. An awning doesn't require a site plan, does not
47 increase the floor area and is not a change of use. Mr. Mokarzel said they will look into awnings.

1 Screening for the abutter was considered. The applicant is planning to add a chain link fence. If
2 the abutter is commercial, the fence doesn't have to be 6'. If the abutter is residential, 6'
3 screening is required. There is a 4' chain link fence partially across the back property line,
4 which the applicant plans to extend. The site is currently grandfathered with no fence, therefore
5 any fence brings the site into more compliance. The plan will be updated to show the extended 4'
6 fence and an additional employee parking space.

7
8 **MOTION**

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

11
12 **MOTION**

13 Motion by Chief Moore, seconded by Mr. Genereux, to waive the requirement for letters from
14 KKWWD and WSD since there is no change of use. **PASSED** unanimously.

15
16 **MOTION**

17 Motion by Chief Moore, seconded by Mr. Genereux, to find the application complete,
18 conditional upon labeling the employee parking space and amending the note about the fence.
19 **PASSED** unanimously.

20
21 **MOTION**

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

24
25 **MOTION**

26 Motion by Chief Moore, seconded by Chief Putnam, to approve and sign the Findings of Facts &
27 Decisions. **PASSED** unanimously.

28
29 The plans will be updated and signed at the next meeting. The awning requires a building permit
30 from the Code Office and doesn't need to be on the site plan. One condition of approval in the
31 Findings is that the parking lot striping will be completed by May 15.

32
33 **VI. FIRE & BREW/ HIDDEN COVE BREWERY** – Fire & Brew Inc. owner; Richard
34 Varano, applicant. Site Plan Amendment Application to locate a 200 SF Fast-Food
35 Restaurant (Food Truck) on the property; to obtain approval for the Brewery (Business
36 Wholesale/ Business Retail including Manufacturing use) to increase from 540 SF to
37 4,545 SF; and to reduce the Standard Restaurant seating from 120 seats to 38 seats. The
38 property is locate off of 73 Mile Road and is within the General Business and 250'
39 Shoreland Overlay District. Tax Map 121, Lot 14. **Receive the Site Plan Amendment**
40 **Application and workshop completeness**

41
42 Applicant Dick Varano was present. The proposal is to reduce the existing restaurant from 120
43 seats to 38, expand the brewery and add a food truck. The building would have the same
44 footprint; the internal space is being reconfigured. The 38 seats will be a beer tasting area.

45
46 **MOTION**

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

1
2 Multiple e-mails have been received from abutters who oppose the proposal due to smoke in the
3 past. Several abutters attended the meeting; they questioned the location of the food truck and the
4 direction of the smoke. The smoker unit was removed and the pizza oven is being removed, and
5 the food truck will park near the Hannaford sign and flag pole. Mr. Varano said they currently
6 close at 7 PM and may extend it to 9 PM. The facility must conform to the noise ordinance. This
7 will be a beer tasting facility, not a bar, and the truck will provide food for customers to eat while
8 they are tasting. The abutters asked about noise from the compressors, trash removal and odors,
9 and if the amount of trash is going to increase. Mr. Varano said he removed the cooler and the
10 compressors haven't been running for 6 months. Mr. Livingston noted that the requirements of
11 the previous approval haven't been met. Fencing and arborvitae plantings near the compressor
12 are missing.

13 The gravel parking area will be eliminated when the seating is reduced; this will help with
14 coverage. Chief Moore recommended adding a condition that the applicant will install a fence if
15 the compressor noise increases. The food truck location was considered; cones and other safety
16 measures were recommended.

17
18 A representative from WSD was present. There is excess capacity with the decreased number of
19 seats. The Water District also has excess capacity now. The applicant will obtain e-mails from
20 both districts for the Planning Office.

21
22 **MOTION**

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

25
26 **VII. COAST TO COAST CATERING** – Lyons Enterprises, owner; Daniel Crook,
27 applicant. Site Plan Amendment to install a 10' x 12' walk-in cooler for the existing
28 1,550 SF Business Contractor Use building; and to obtain after the fact approval for 9
29 gravel parking spaces and a paved walkway installed without site plan approval. The
30 parcel is located within the Residential Commercial District and is off of 835 Sanford
31 Road. Tax Map 49, Lot 29-1. **Workshop completeness, compliance and draft Findings**
32 **of Fact & Decisions for possible approval**

33
34 Applicant Dan Crook and property owner Dan Lyons were present. Note 13 has been revised
35 and the abutter is satisfied with the screening.

36
37 **MOTION**

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

40
41 **MOTION**

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

44
45 **MOTION**

46 Motion by Chief Moore, seconded by Mr. Oliver, to approve and sign the Findings of Facts &
47 Decisions and sign the site plan at the end of the meeting. **PASSED** unanimously.

1 ADJOURN

2

3

MOTION

4 Motion by Mr. Oliver, seconded by Chief Putnam, to adjourn and sign plans and Findings.

5 **PASSED** unanimously.

6

7 RESPECTFULLY SUBMITTED:

8

9

10



11 Cindi Davidson, Meeting Recorder

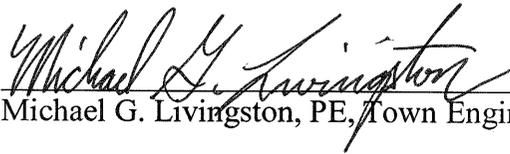
12

13 ACCEPTED BY:

14

15

16



17 Michael G. Livingston, PE, Town Engineer/Planner

18