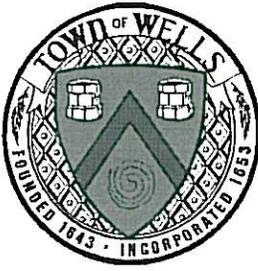


1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44

1  
APPROVED



## TOWN OF WELLS, MAINE STAFF REVIEW COMMITTEE

---

Meeting Minutes  
Tuesday, August 2, 2016, 9:00 A.M.  
Wells Town Hall  
208 Sanford Road, Wells

The meeting was called to order by Town Engineer/Planner Mike Livingston. Members present: Highway Department representative Paula Green, Police Chief Jo-Ann Putnam, Assistant Code Enforcement Officer Jim Genereux, Planning Assistant Shannon Belanger representing the Fire Department, Meeting Recorder Cinni Davidson.

### MINUTES

July 19, 2016

#### **MOTION**

Motion by Mr. Genereux, seconded by Chief Putnam, to accept the minutes as submitted.  
**PASSED** unanimously.

### DEVELOPMENT REVIEW AND WORKSHOP

- I. COAST 2 COAST** – Lyons Enterprises, owner; Daniel Crook, applicant. Site Plan Amendment of the 1550 SF Business Contractor use building to add Business Retail use and Neighborhood Convenience Store use (with accessory food truck with enclosed picnic table area for up to 15 seats) . The parcel is located within the Residential Commercial District and is off of 835 Sanford Road. Tax Map 49, Lot 29-1. **Receive Site Plan Amendment, Workshop Articles V, VI, VII, completeness and compliance/Findings of Fact & Decisions for possible approval**

#### **MOTION**

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

Applicant Dan Crook presented the amendment to add a neighborhood convenience store with an accessory food truck and up to 15 seats in an enclosed picnic area. The comments in Mr. Livingston's memo were discussed. The Code Office has reviewed the parking requirements for the various uses on the site. If a new tenant moves into the Lyons Coffee building, the site plan would have to be amended again for a change of use.

#### **MOTION**

1 Motion by Chief Putnam, seconded by Ms. Green, to find that 20 parking spaces are satisfactory.

2 **PASSED** unanimously.

3 A proposed dumpster location is shown on the plan. There is a gravel pad surrounded by thick  
4 vegetation.

5  
6 The landscaped buffer for Homestead Drive and Route 109 was discussed. The vegetation needs  
7 to be trimmed for better visibility when coming out of Homestead Drive.

8

9

**MOTION**

10 Motion by Chief Putnam, seconded by Mr. Genereux, to find that the landscaped buffer for  
11 Homestead Drive and Route 109 is satisfactory. **PASSED** unanimously.

12  
13 The residential abutters were present and screening for their property was discussed. The  
14 language of Note 13 will be changed to "repair the fence" so there will be solid fencing on the  
15 northeast side.

16

17

**MOTION**

18 Motion by Chief Putnam, seconded by Mr. Genereux, to amend Note 13. **PASSED**  
19 unanimously.

20

21 Traffic is currently two-way on Route 109 and Homestead Drive. There was a suggestion to have  
22 the entrance on Route 109 and the exit on Homestead Drive. DOT, the Maine Turnpike  
23 Authority and the Town are conducting a study of the section of Route 109 from Branch Road to  
24 the Turnpike. There is interest in having a light at Branch Road.

25

26 The abutters expressed concerns about increased traffic, trash in the picnic area, food products in  
27 the dumpster, the availability of restrooms, hours of operation, outdoor lighting and the  
28 definition of a convenience store. The Code Office will make a determination about upgrading  
29 the restroom as part of the building permit. The lights in back will be used only during deliveries;  
30 they won't be left on all night. Note 8 addresses the lighting. Mr. Crook explained the type of  
31 food he will be preparing and selling from the truck, and how his business differs from a  
32 traditional convenience store. The kitchen will be inside the building and customer service will  
33 be provided outside at the truck. There was a request to prohibit right turns as vehicles exit the  
34 property.

35

36

**MOTION**

37 Motion by Chief Putnam, seconded by Mr. Genereux, to add a "No Right Turn" sign at the  
38 Homestead Drive exit. **PASSED** unanimously.

39

40

**MOTION**

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

43

44

**MOTION**

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

47

48

**MOTION**

1 Motion by Chief Putnam, seconded by Ms. Green, to find the application compliant. **PASSED**  
2 unanimously.

3  
4 The Findings of Facts & Decisions were reviewed, including §145-75 A-N, the 16 standard  
5 conditions of approval and 1 special condition of approval. A second special condition was  
6 added limiting the hours of operation to 11 AM-6 PM and no sale of alcohol is permitted. Special  
7 condition #3 states that the vegetation along Homestead Drive will be trimmed to improve sight  
8 distances on Homestead Drive. Special condition #4 states that a “No Right Turn” sign will be  
9 added to the Homestead Drive exit. Chief Putnam said the dumpster needs to be emptied  
10 regularly to prevent trash from accumulating.

11  
12 **MOTION**

13 Motion by Chief Putnam, seconded by Mr. Genereux, to approve the Findings of Facts &  
14 Decisions as amended and approve the application. **PASSED** unanimously.

15  
16 **MOTION**

17 Motion by Mr. Genereux, seconded by Ms. Green, to sign the plans and amended Findings at the  
18 end of the meeting. **PASSED** unanimously.

19  
20 The property owner has a deadline of September 1 to repair the fence. The abutters have 30 days  
21 to appeal the Board’s decision if they wish to.

22  
23 **II. MEETINGHOUSE ROAD SUBDIVISION** – Richard Moody & Sons Construction  
24 Co, LLC, owner/applicant. Rick Licht, agent. Preliminary Subdivision Application for a  
25 13 lot/dwelling unit major residential cluster subdivision with private road ROW and  
26 Open Space. The subdivision to be located off of 1321 Meetinghouse Road and is within  
27 the Rural District. The parcel is identified as Tax Map 77, Lot 22. **Comment on**  
28 **Preliminary Subdivision Application for the Planning Board**

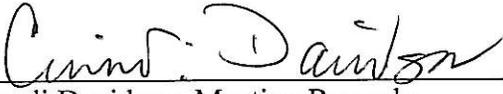
29  
30 John Moody, applicant, and Rick Licht of Licht Environmental Design LLC presented the plan  
31 for a 13 lot residential cluster subdivision. The SRC is commenting on the application for the  
32 Planning Board. The homes will have individual wells and septic systems and will be  
33 sprinklered. There will be a private road maintained by the homeowners association. Ms. Green  
34 asked about drainage for Lots 1, 11 and 12, and if there will be open drainage ditches or if they  
35 will be piped. Mr. Licht said they are open and drain into existing wetlands. There will be  
36 culverts at the roadway with an easement for crossing the lot lines. Ms. Green’s concern was that  
37 if they are open, they should be filled in eventually. Mr. Licht said they will be subject to the  
38 DEP tier 1 and ACE permits, with the homeowners association responsible for maintenance.  
39 The applicant will be allowed to obtain a building permit for a model unit before the road is  
40 constructed. A note will be added to the plan allowing the building permit to be issued; no  
41 occupancy or conveyance will be allowed until the road is paved. The driveway for Lot 13  
42 comes off Meetinghouse Road; the others come off the private road. Mr. Licht asked about the  
43 50’ no disturb buffer in the open space, and if walking trails and timber harvesting might be  
44 allowed. This will be discussed with the Planning Board. The Board has granted a waiver of  
45 showing the 24” trees on the plan, conditional on not cutting the trees. Mailboxes were  
46 discussed. The applicant will be meeting with the Postmaster and probably will opt for a  
47 common mailbox.

1 **ADJOURN**

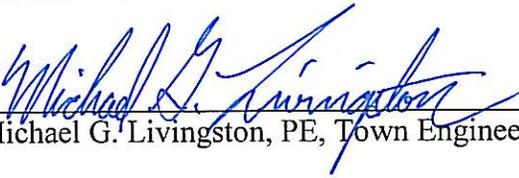
2  
3 **MOTION**

4 Motion by Chief Putnam, seconded by Ms. Green, to adjourn and sign plans and Findings.  
5 **PASSED** unanimously.

6  
7  
8 RESPECTFULLY SUBMITTED:

9  
10   
11 \_\_\_\_\_  
12 Cindi Davidson, Meeting Recorder

13  
14 ACCEPTED BY:

15  
16   
17 \_\_\_\_\_  
18 Michael G. Livingston, PE, Town Engineer/Planner