



TOWN OF WELLS, MAINE

208 Sanford Road, Wells, Maine 04090

Phone: (207) 646-5187, Fax: (207) 646-2935

Website: www.wellstown.org

SITE PLAN PREAPPLICATION - §145-74A

1. Project/Business Name _____

2. Street Address (of project) _____

3. Assessor's Tax Map Number(s): _____ Lot Number(s) : _____

4. Property Owner _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

5. Applicant (if different from owner): _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

6. Agent/ Engineer/ Surveyor: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email: _____

7. All correspondence should be sent to: _____
(specify one of the above)

8. Zoning District(s): _____

9. Shoreland Overlay District(s): _____

10. Land Uses: (see attached Land Use Table to use correct use terminology)

A. Existing Land Use(s): _____

THE APPLICANT MUST SUBMIT THE FOLLOWING MATERIALS AND INFORMATION TO THE PLANNING OFFICE WITH THE PREAPPLICATION FORM IN ORDER FOR THE SUBMISSION TO BE CONSIDERED.

Submitted	Not Submitted	Preapplication form shall be accompanied by
		A sketch plan of the subject property showing existing and proposed buildings, parking areas, lot boundaries, adjacent streets, entrances to the property, water bodies, and any other significant features.
		A list of names and addresses of abutters to the proposed project. The addresses of these abutters shall be obtained from the Town of Wells Tax Assessor's records.
		A set of Size 10 envelopes addressed to the abutters, affixed with first class postage.
		Proof of Right, Title and Interest

- ◆ See the Land Use Ordinance, Chapter 145 of the Town Code, regarding the zoning district regulations land use standards, and site plan review process. The entire Wells Town Code is online at www.wellstown.org. Follow link to the 'Document Center' then 'Town Code.' Section 145-74A details the Preapplication procedures.
- ◆ The Code Enforcement Officer will determine the appropriate Reviewing Authority for the application review. The Reviewing Authorities include the Code Enforcement Officer, the Staff Review Committee or the Planning Board. The Code Enforcement Officer will also determine if the proposed use is permitted in the zoning district(s). All abutting property owners will be notified of the preapplication by the Planning Office.
- ◆ Contact the Planning Department at (207) 646-5187 with questions.

