

TOWN OF WELLS, MAINE STAFF REVIEW COMMITTEE

Meeting Minutes
Tuesday, January 4, 2022, 9:00 AM
Town Hall Meeting Room, Second Floor
208 Sanford Road, Wells

The meeting was called to order by Assistant Planner Shannon Belanger. Members present: Fire Chief Mark Dupuis, CEO Jodine Adams, Public Works Department representative Paula Green, Police Officer Chris Baez, Meeting Recorder Cinndi Davidson.

Excused: Town Planner/Engineer Mike Livingston.

MINUTES

November 9, 2021

MOTION

Motion by Mark, seconded by Paula, to accept the minutes as written. Passed unanimously.

December 28, 2021

MOTION

Motion by Mark, seconded by Jodine, to accept the minutes as written. Passed unanimously.

DEVELOPMENT REVIEW & WORKSHOP

- I. **1810 POST ROAD CONDOMINIUM REALTY OFFICE** – 1810 Post Road, LLC, owner; Luxe Enterprises, LLC, applicant; Northern Survey Engineering, LLC, agent. Site Plan Amendment Application seeking approval to add employee parking spaces and to alter the northerly lot line screening. The use of the 2,770 SF building to remain Business Office/ Retail/ Contractor Business use. The property is located within the Residential Commercial and General Business District. The property is located off 1810 Post Road. Tax Map 139, Lot 16A. **Receive Site Plan Amendment Application and workshop completeness**

MOTION

Motion by Jodine, seconded by Paula, to receive the site plan amendment application. Passed unanimously.

Applicant Zach Pappas was present. This amendment seeks to add employee parking for the realty office. The spaces will be angled and the area is one way. There is a fence for Lot 18 partially constructed on Lot 16A. Evergreen trees are proposed to be planted along the lot line to screen the residential property. Mike and Shannon have done a completeness review and the SRC Min 01-04-22

1 entire lot will be treated as located within the RC zone. The dwelling unit comes under the
2 Planning Board's review, and no changes to the commercial building are proposed at this time.
3
4 The Route One and Sylvan Way landscaped buffer was reviewed.

5
6 **MOTION**

7 Motion by Jodine, seconded by Paula, to find the buffer sufficient. Passed unanimously.

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9 Screening for Lot 18 was considered with proposed repairs to the fence and the planting of
10 evergreens. Screening is required between residential and commercial, but not between two
11 residential properties.

12
13 **MOTION**

14 Motion by Jodine, seconded by Paula, to approve the proposed screening. Passed unanimously.

15
16 The parking area was reviewed. Employee parking signs, striping and Do Not Enter signage are
17 required. A revised stormwater analysis is needed.

18
19 The business sign was installed within the line of sight and violates the prior site plan approval.
20 It is too large and needs to be relocated out of the line of sight looking in the northerly direction
21 when leaving Sylvan Way. After the utility work is complete it will be moved to the corner of
22 the parking lot near the tree.


23
24 The SRC workshop will be continued to the next meeting for plan revisions and the stormwater
25 analysis. The Planning Board is holding a workshop on January 10 for possible approval of the
26 subdivision.

27
28 **ADJOURN**

29 **MOTION**

30 Motion by Paula, seconded by Jodine, to adjourn. Passed unanimously.

31
32
33 RESPECTFULLY SUBMITTED:

34 
35 _____
36 Cindi Davidson, Meeting Recorder

37
38 ACCEPTED BY:

39 
40 _____
41 Shannon Belanger, Assistant Planner