



APPROVED

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

Meeting Minutes
Tuesday, August 15, 2023, 9:00 AM
Town Hall Meeting Room, Second Floor
208 Sanford Road, Wells

The meeting was called to order by Town Engineer/Planner Mike Livingston.
Members present: CEO Jodine Adams, Assistant CEO Jim Genereux representing the Public Works Dept., Police Chief Jo-Ann Putnam, Fire Chief Mark Dupuis, Meeting Recorder Cinni Davidson.

MINUTES

May 31, 2023

MOTION

Motion by Jodine, seconded by Jim, to accept the minutes as written. Passed with Mike abstaining.

July 25, 2023

MOTION

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

DEVELOPMENT REVIEW & WORKSHOP

- I. **OGUNQUIT RIVER INN** – 17 Post Road, LLC c/o Ryan Amin, owner; Polly Amin, applicant. Site Plan Amendment Application seeking after the fact approval to add two 9' x 9' patios, one 8' x 8' deck, and one 16' x 25' deck. No change in use to the existing Hotel/Motel use which consists of 80 one-bedroom hotel units and 1 manager's dwelling unit. The property is located within the General Business District, Residential A District and 75' Shoreland Overlay District. The property is located at 17 Post Road and is identified as Tax Map 102, Lot 5. **Workshop compliance/ Findings of Fact & Decisions for possible approval**

Applicant Polly Amin was present. At the last meeting the deadline was changed from October 1 to October 15 for removing the deck and platform and moving the dumpster.

MOTION

Motion by Mark, seconded by Jodine, to find the application compliant. Passed unanimously.

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2 **MOTION**

3 Motion by Mark, seconded by Jim, to approve the Findings of Fact & Decisions and sign the site
4 plan and Findings at the end of the meeting. Passed unanimously.
5 Mrs. Amin asked about relocating the dumpster. Mike said that the existing fence and dumpster
6 have to be relocated together.
7

- 8 **II. LEGACY RANCH CAMPGROUND-** Connie Hilton, owner/applicant. Site Plan Pre-
9 Application for a Tent and Recreational Vehicle Park consisting of 10 sites is proposed.
10 The property is located off 1643 Tatnic Road and falls within the Rural and 75'
11 Shoreland Overlay Districts. Tax Map 4, Lot 4. **Receive Site Plan Pre-Application**
12 **and provide initial review comments.**
13

14 **MOTION**

15 Motion by Jo- Ann, seconded by Jim, to receive the site plan pre-application. Passed
16 unanimously.
17

18 Owner/applicant Connie Hilton was present. The Code Office notified the owner that the camp
19 sites require site plan approval. Campgrounds are allowed in the Rural Zone. There are gravel
20 pads and tent sites. Carry in/carry out is required but campers can buy firewood there and the
21 owner provides potable water. The State may require sanitary facilities and showers for
22 campgrounds; campers currently bring their own facilities. The owner's home is across from the
23 site and she polices the grounds.
24

25 Access to the site was discussed. The State requires smooth, hard surfaces. All the sites are off
26 one main road. Sites and the road are mowed. Mark said the road needs to be passable for
27 emergency vehicles and the location has to be identified for 911. The gate is closed during the
28 off season. All sites have parking spaces for 2 vehicles. A 25 ft. wide buffer is required adjacent
29 to all lot lines and a visual screen is required for dwelling units within 200 ft. of the lot line. The
30 Committee will consider whether a boundary survey is necessary. The owner needs a home
31 business license to have the office in her home.
32

33 The campground is listed on HipCamp.com which handles reservations and payments. No
34 lighting is proposed. There is one central fire pit and some campers bring their own small pits.
35 Mark said that until the State issues a campground license, individual fire pits should be
36 discontinued. The owner has liability insurance through Hip Camp. Jim asked about expansion
37 plans. Ms. Hilton said the facility is never full and she has no plans to add more sites. Most
38 people travel and stay only one night. Most people stay at the sites near the main road, as it
39 requires a heavy vehicle to reach the back sites. Pets are allowed. The Planning and Code
40 Offices will research State requirements for the full application.
41

- 42 **III. 12 VERA LANE –** Jason and Lee Talevi, owners; Bud Angst, applicant/agent. Site
43 Plan Application for a Standard Restaurant use within a two-family dwelling unit and
44 1,196 SF Business Office use within an existing vacant structure. No changes proposed
45 to two other existing single family dwelling units or their accessory garages and shed.
46 The property is located off 12 Vera Lane and falls within the General Business and
47 250' Shoreland Overlay Districts. Tax map 117, Lot 51. **Receive Site Plan Application**
48 **and review Article V, VI and draft completeness review comments**

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MOTION

Motion by Jo-Ann, seconded by Jim, to receive the site plan application. Passed unanimously. Jason Talevi, owner, and Bud Angst and Jenny Dillon of Woodhull Maine presented a plan to convert a single family dwelling into a 2-family dwelling and café'. The parking requirement will be based on the number of seats. The "business office" is currently vacant and the use has expired. Proposed uses are business office/business contractor/retail, and the parking would be the same. There is no information indicating that Vera Lane is a street of record. No cutting is planned near the Shoreland Overlay Zone. If a dumpster is proposed, it needs to be shown on the site plan. The existing sign needs to be upgraded. Sight distances are good; trimming some greenery is recommended. There may be small lights if the café is open at night.

One abutter was present and asked about the other buildings. The garages will be an accessory use to the dwellings. The driveway needs to be widened so two vehicles can pass (20 ft. paved with 2 ft. shoulders) and fire trucks will have access. Entertainment on the patio is allowed in the GB District. The owner would need a special entertainment permit from the Board of Selectmen, and there is a noise ordinance.

MOTION

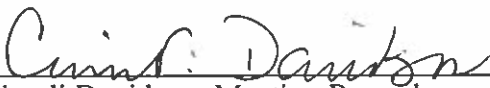
Motion by Jo-Ann, seconded by Jim, to continue the workshop for 60 days. Passed unanimously.

ADJOURN

MOTION

Motion by Jo-Ann, seconded by Mark, to adjourn. Passed unanimously.

RESPECTFULLY SUBMITTED:



Cinni Davidson, Meeting Recorder

ACCEPTED BY:



Mike Livingston, Town Engineer/Planner