



## Memorandum

**TO:** Arundel Planning Board

**CC:** Ann Tardif, Land Use Office Manager, Town of Arundel  
Frederic Licht, Licht Environmental Design, LLC  
Bentley Warren III, BW Campground Realty, LLC

**FROM:** Jamel Torres, Land Use Division Director, SMPDC

**RE:** **Conditional Use Review – Bentley’s Campground, Phases 3-7**

**DATE:** August 13, 2024

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### Project Description

BW Campground Realty, LLC is proposing a conditional use review to modify uncompleted Phases 3, 4, 5, 6 and 7 at an existing RV Campground in accordance with the Planning Board’s Conditional Use approval in 2017.

Proposed modifications to the campground include the following:

- A reduction of total RV campground sites from 185 to 151 (a reduction of 34 sites and associated impervious and developed areas).
- Minor changes in internal drive layouts.
- Re-labeling of Phases 4-7 in the campground to more accurately convey the anticipated schedule of construction and development on the site.
- Revisions to the approved Stormwater Management elements, including the removal of the use of the existing farm pond on Assessor’s Tax Map 30, Lot 24C. Instead, five new under drained soil filters are proposed to treat the stromwater on the site.
- Minor adjustments of the proposed subsurface wastewater leach fields.
- Re-vegetation of a disturbed area within the 250-foot critical terrestrial habitat of significant vernal pool SVP-B2012, located near the southerly property line.

The proposal is located at 24 Bentley’s Way on Assessor’s Tax Map 30, Lot 24, utilizing the existing access from Bentley’s Way along U.S. Route 1/Portland Road.

This review memorandum is in response to the submission materials dated August 6, 2024 submitted by Frederic Licht of Licht Environmental Design, LLC.

**Applicant:** BW Campground Realty, LLC

**Owner:** Same as applicant

**Location:** 24 Bentley's Way

**Zoning:** Alfred Road District (ARD)

**Tax Map Number:** Map 30, Lot 24

**Existing Land Use:** Campground

**Proposed Land Use:** Campground

**Acreage:** 46.28 acres

**Complete Application:** The Planning Board should determine if the application is complete at the August 20, 2024 meeting.

**Waivers:** Conditional Use Submission Checklist:

- Written Submission Requirement #10 – Written copies of all required state and federal approvals. Relevant state and federal approvals include, but are not limited to Stormwater, Site Location, Natural Resources Protection Act, and Sec. 404 Clean Water Act (federal), and MDOT permits for road and driveway openings on Route 1 and Route 111.

**Site Walk:** The Planning Board should determine if they would like to schedule a site walk at the August 20, 2024 meeting.

**Public Hearing:** The Planning Board should determine when they would like to schedule a public hearing at the August 20, 2024 meeting.

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### **Application Completeness**

SMPDC staff has reviewed the application materials for the proposal it appears that the application is missing the following conditional use review submission requirements:

- Updated property boundary survey.
- The required Planning Board approval block on the plans.
- The location of existing and proposed utilities on the plans.
- A zoning summary, including proposed conditions, on the plans.
- Include the correct zoning districts (including overlay districts) and boundaries on the plans.
- Letter of compliance from the Arundel Fire Chief.
- Updated on-site soil investigation report by a Licensed Site Evaluator.

## **Waiver Requests**

The following waiver requests are proposed by the applicant:

- Conditional Use Submission Checklist, Written Submission Requirement #10.
  - The applicant is requesting a waiver of the requirement to include written copies of all required state and federal approvals. Specifically, the property has existing MaineDEP Site Location of Development Act (SLODA) and Natural Resources Protection Act (NRPA) permit approvals, however, this proposal requires a new SLODA permit approval. The applicant should be prepared to discuss this waiver request with the Board.

## **Section 6.5 – Downtown Business District 2 (DB2) Zoning Standards Review**

- The applicant should include a comprehensive zoning district summary in accordance with Section 6.5.3. in the Land Use Ordinance on the plans. The zoning district summary should also include proposed conditions on the site to ensure that the proposal meets the space and bulk requirements in the DB2 Zoning District. This should be provided with future submissions to the Board.

## **Section 9.3.10 – Campgrounds and Tenting Grounds Conditional Use Standards Review**

- In accordance with Section 9.3.10.1.d. in the Land Use Ordinance, the density for RV campsites shall be 11 per acre in Non-Shoreland Zones and 7 per acre in Shoreland Zones. The applicant should provide sufficient evidence that the proposal meets these standards with future submissions to the Board. This information should also be provided as plan notes on the plans.
- In accordance with Section 9.3.10.2.a. in the Land Use Ordinance, a minimum of three hundred square feet of off-street parking plus maneuvering space shall be provided for each recreational vehicle site. Recreational vehicles shall be parked in spaces so that, 1) there shall be a minimum of 30 feet between vehicles, and; 2) there shall be a minimum of 20 feet between all recreational vehicle sites, and all interior campground roads. The applicant should provide sufficient evidence that the proposal meets these standards with future submissions to the Board. This information should also be depicted on the plans.
- In accordance with Section 9.3.10.2.b. in the Land Use Ordinance, vehicular access shall be provided onto a road constructed of at least 15” of bank-run gravel (no stone larger than 4”), and a surface of 3” of crushed gravel (no stone larger than 1/2”). The applicant should provide sufficient evidence that the proposal meets these standards with future submissions to the Board. This information should also be provided on the plans.
- The applicant should provide the language in the standards set forth in Section 9.3.10.3, subsections a.-d. on the plans as plan notes with future submissions to the Board.

**Next Steps**

The application will be before the Planning Board at its August 20, 2024 meeting as a new business item. At the meeting, the applicant's team will present the project to the Planning Board and the public. The Board will also deliberate on the provided application materials, waiver requests, determine completeness, and set a date for the public hearing. The Planning Board should also determine whether a site walk should be completed for the project at the meeting.