

MEMORANDUM

December 16, 2025

To: Arundel Planning Board
CC: Ann Tardif, Land Use Office Manager, Town of Arundel
 Paul P. Gadbois, PE | Applicant Authorized Agent
From: Natasha Kypfer, Senior Planner, North Star Planning
Subject: Weirs Motor Sales, Inc. | Site Plan Revision - Sketch Plan Review

Overview

Weirs Motor Sales, Inc. has submitted a site plan revision application, the proposal is to add a 20' x 20' (400 sq. ft.) addition to the existing Body Shop and Collision Center building: which will include a waiting area, multiple office spaces, and a bathroom. The parcel is located at 1513 Portland Road (Tax Map 33, Lot 2).

Presently, the site includes an existing showroom, body shop, car wash, show room facility, above ground propane tanks, and a septic leach field. In addition, a solar canopy was originally approved for the subject property in February 2024, measuring at 175' x 88' (15,400 sq. ft.); in October 2025, an application was approved by the Planning Board in order to change the location and dimensions of the previously approved project, now measuring 44' x 350' (15,400 sq. ft.).

The application before you this evening is for a Site Plan Revision. The application is subject to the general Performance Standards (§5), the Site Plan Review standards (§10), and Performance Standards specific to the DB-2 Districts (§6.5.4).

Zoning: Downtown Business 2 (DB-2)

The proposed development site is within both the Downtown Business 1 and Downtown Business 2 Districts. The principal use of the property is for automobile, watercraft, and recreational vehicle sales and service – a permitted use as a legally existing business (and associated structure) operating as of June 10, 2015 in the DB-1 District, and a permitted use in the DB-2 District. Staff notes: while the Weirs Motor Sales parcel is bifurcated by the DB-1 & DB-2 districts zone line, the addition relevant to the application currently under review is entirely within the DB-2 District and therefore only those applicable performance standards are detailed within this memo.

The proposed development is subject to the following Space & Bulk Requirements for the DB-2 District(s) – only relevant space and bulk requirements are shown:

Zoning Standard (§6.5.3)	DB-2 Requirement	Existing	Proposed
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Lot Size (min.)	1 acre	25.27± ac.	25.27± ac.
Lot Coverage (max.)	70%	-	No change.
Front Yard Setback (min.)	40 ft.	100' +	100' +
Rear Yard Setback (min.)	25 ft. *	100' +	100' +
Side Yard Setbacks (min.)	15 ft.	100' +	100' +

* Plus 5' for every story over 2 stories.

The following is based on a review of the provided materials and plans submitted by the applicant in advance of tonight's meeting. The applicant will need to respond to staff comments and provide the required and/or requested documents.

Section 6: District-specific Performance Standards

Section 6.5 requires specific performance standards for the DB-2 District:

§6.5.4: Signs

There are no new signs proposed for the body shop addition.

§6.5.5: Off-Street Parking and Loading

The owner intends to maintain the existing parking for display and patron vehicles. The proposed development will not include any new parking spaces.

§6.5.6: Lighting

An entry light will be mounted at the proposed (new) entrance.

§6.5.7: Landscaping

No new landscaping is proposed, the addition is located over existing pavement.

Section 5: General Performance Standards

Section 5 standards apply to all uses, as appropriate in the noted district:

§5.2.2: Standards for Driveways on Route 1 and Route 111

The development will utilize the existing driveway off Route 1. No new driveways are proposed.

§5.3: Emissions

The proposed addition is unlikely to emit any dust, ash smoke or other particle matter.

§5.4: Erosion Control

The applicant should confirm their plans for erosion control.

§5.5: Estate Lots

No estate lots are proposed; therefore, this standard does not apply.

§5.6: Explosive Materials

As proposed, the body shop addition will not include any explosive or hazardous waste materials during its construction or operation.

§5.7: Fire Protection

The applicant has provided a letter from the Town Fire Chief dated September 24, 2025, which states that there are no additional fire protection needs. However, for consistency, the applicant should provide the updated proposed plan to Arundel Fire-Rescue, as the letter date precedes this Site Plan Amendment application. The submission application notes the nearest hydrant to the subject property is located 207' south of the southerly boundary line.

§5.8: Flood Plain Management

The proposed development is not located within the 100-year floodplain. No wetlands will be impacted for this building expansion, nor is the property located within a FIRM flood zone (per Amended Site Plan, Notes 7 & 8).

§5.9: Landscaping & Buffering

See #6.5.7 above. No new plantings to be provided nor required.

§5.10: Lighting

See #6.5.6 regarding lighting. The applicant plans to install a new entry light, which will be mounted at the new entrance. The applicant should speak to the fixture meeting the requirements of §5.10.4.

§5.11 Noise

The proposed body shop addition is enclosed office space and is unlikely to generate noise.

§5.12: Off-Street Parking and Loading

See §6.4.6 above regarding off-street parking and loading. The applicant plans to utilize the existing parking area; no new spaces will be added.

§5.13: Private Ways

The proposed development will not include any private ways.

§5.14: Refuse Disposal

The applicant states that the project is estimated to generate only a negligible amount of debris from the creating the foundation. The proposed project will not generate any flammable or toxic waste chemicals during construction or operation.

§5.15: Sanitary Provisions

The application should confirm the new bathroom within the development will be served by the existing septic system for wastewater disposal.

§5.17: Signs

See §6.5.4 regarding signs. There are no new signs proposed for the body shop addition.

§5.18: Soils

The proposed addition is unlikely to modify or adversely impact existing soils.

§5.19: Storage

The development does not include any outdoor storage areas.

§5.20: Stormwater Management

The applicant states that no additional impervious surface area will be added, as the addition is located over existing pavement. Existing drainage runs in a westerly direction towards an existing wetland.

§5.21: Street Access & Traffic Impacts

The proposed addition will not change traffic impacts, cause congestion, or change existing site distances.

§5.22: Toxic and Noxious Discharges

The proposed addition will not emit any toxic or noxious discharges.

§5.23: Vibration

The proposed addition is unlikely to generate vibration.

§5.24: Water Quality

The proposed development does not include any outdoor storage facilities for fuel, chemicals, or industrial wastes and is therefore unlikely to impact existing water quality.

§5.25: Water Supplies

The applicant should confirm that the development will connect to the existing water supply on Route 1, and that no additional water supply is needed.