

JONES & BEACH ENGINEERS INC.

85 Portsmouth Avenue, PO Box 219, Stratham, NH 03885
603.772.4746 - JonesandBeach.com

January 8, 2026

Westbrook Planning Board
Attn.: Larry McWilliams, Chair
Westbrook City Hall
2 York Street
Westbrook, ME 04092

**RE: Sketch Plan Application
70 Scott Drive, Westbrook, ME
Tax Map 2, Lot 35
JBE Project No. 25224**

Dear Mr. McWilliams,

Jones & Beach Engineers, Inc., respectfully submits a Sketch Plan Application for the above-referenced parcel on behalf of the applicant, Prompto 10 Minute Oil Change. The intent of the project is to construct a 50'x50' building addition on the southern building of the K-Bros site at 70 Scott Drive. Addition to be constructed on the north side of the building on the opposite side from Scott Drive. Project also includes construction of additional parking to accommodate the expansion. Buildings will continue to be serviced by town sewer and water. Additional stormwater will be captured and mitigated prior to release via rain gardens.

The following items are provided in support of this Sketch Plan Application:

1. Completed Sketch Plan Application with Checklist.
2. Letters of Authorization.
3. Current Deed.
4. Five (5) Full Size Plan Sets.
5. Ten (10) 11x17 Plan Sets.
6. Fee Check in the Amount of \$300.00

If you have any questions or need any additional information, please feel free to contact our office. Thank you very much for your time.

Very truly yours,
JONES & BEACH ENGINEERS, INC.



Barry Gier, P.E.
Vice President

cc: Kevin King, Prompto 10 Minute Oil Change (via email)

**Planning & Code Enforcement**

2 York Street
Westbrook, Maine 04092

Phone: 207-854-0638

Fax: 866-559-0642

PLANNING BOARD APPLICATION

Type of Application☒ Sketch Site Plan☐ Final Site Plan☐ Conditional Use☐ Village Review Overlay Zone☐ Sketch Subdivision Plan☐ Final Subdivision Plan☐ Shoreland Zoning☐ De Minimis Change**Project Information**

Street Address: 70 Scott Drive

Tax Map: 2 Lot: 35

Current Zoning: Industrial Park

Shoreland Zoning: _____

Description of Project: Construction of a 50'x50' building addition onto the southern building.

Addition of parking spaces on the north side of the existing site.

Owner Information

Name: K-Bros, Inc.

Mailing Address: 70 Scott Drive, Westbrook, ME

Office Phone: 207-775-4016

Cell Phone: 207-318-7568

Email: kevink@promptoil.com

Applicant Information

Name: Prompt 10-Minute Oil Change

Mailing Address: 70 Scott Drive, Westbrook, ME

Office Phone: 207-775-4016

Cell Phone: 207-318-7568

Email: kevink@promptoil.com

Engineer Information

Name: Jones & Beach Engineers, Inc.

Mailing Address: 85 Portsmouth Avenue, Stratham, NH 03885

Phone: 603-772-4746

Email: bgier@jonesandbeach.com

Property Attributes

Existing Use: Office and Warehouse

Lot Size: 1.738

Lot Frontage: 242'

Property Currently Serviced

☒ City Road

☒ Public Sewer

☒ Public Water

☐ Public Trash

☒ Private Trash Hauler

☐ Private Road

☐ Septic System

☐ Private Well

Fees (due at time of application)

Refer to the Master Fee Schedule, Appendix A: Land Use Ordinance.

Attachments

Additional documents may be required at the discretion of the City Planner and Planning Board Chair based on the complexity of the project.

Required Signatures

By signing this application, as the foresaid applicant or authorized agent:

- I certify that I have read and completely understand the application.
- I certify that the information contained in this application and its attachments are true and correct.
- I understand that all information provided on this form and all other documents submitted as part of my proposal is a matter of public record.
- I understand that copies of this information may be supplied upon request to an interested party.
- I understand that additional funds may be required through the course of review for special studies, legal review costs, and/or engineering review.
- I understand that by submitting this application I am not guaranteed a place on any particular agenda. I further understand that the City Planner will place me on an agenda for review when the application is deemed complete.

☐ **Project proposed to have 1 acre or more of site disturbance may need to apply for Maine Construction General Permit and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.**

Signature of applicant: *Denny W. Ginn* Date: 1/8/20

Signature of owner of property: *Denny W. Ginn* Date: 1/8/20



PLANNING & CODE ENFORCEMENT



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2 York Street

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SKETCH PLAN CHECKLIST

Application

- ⊗ Completed Planning Board application
- ⊗ Cover letter
- ⊗ Covenants deed restrictions, easements, or right of way existing or planned
- ⊗ Documentation establishing right, title and interest in the property
- ⊗ An electronic copy of all application materials in a format acceptable to the City Planner

For Subdivision review

- Subdivisions of 5 or more lots or units, a multidisciplinary design team comprising of a landscape architect, surveyor and engineer is required for the design of the project layout.

Map Requirements

- ⊗ Project name, names of property owner, applicant, and designer
- ⊗ Date, north point, scale
- ⊗ Perimeter boundary, area of proposed development and preliminary building footprints, areas reserved for future development,
- ⊗ Tentative easements or rights of way locations, lot lines, lot numbers, acreage,
- ⊗ Estimated soil boundary locations from the U.S.A.D.A./S.C.S medium-intensity soil survey noting areas of severe and very severe soil limitations, as applicable
- ⊗ Land cover areas, (e.g. woods, fields),
- ⊗ Topographic features: areas of steep slopes, bedrock outcrops, ponds, streams, aquifers, aquifer groundwater recharge areas, floodplains, and
- ⊗ Location of existing and proposed structures,
- ⊗ Special conservation and recreation areas
- ⊗ Names and addresses of abutting landowners
- ⊗ Locator map

Fees

- ⊗ Non-refundable application fee (\$300.00)
- Additional noticing fees will be provided during the application review

Copies

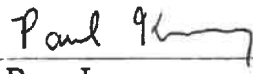
- ⊗ 5 sets with maps on 24" x 36" sized paper; 10 sets with maps on 11" x 17" sized paper

Letter of Authorization

I, K-Bros, Inc, 70 Scott Drive, Westbrook, ME 04092, owner of property located in Westbrook, ME, known as Tax Map 2, Lot 35, do hereby authorize Jones & Beach Engineers, Inc., PO Box 219, Stratham, NH, to act on my behalf concerning the previously-mentioned property. The parcel is located on 70 Scott Drive in Westbrook, ME.

I hereby appoint Jones & Beach Engineers, Inc., as my agent to act on my behalf in the review process, to include any required signatures.


Witness


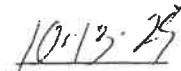

K-Bros, Inc

10/13/2025
Date

Letter of Authorization

I, Kevin King, Prompto 10 Minute Oil Change, 70 Scott Drive, Westbrook, ME 04092, developer of property located in Westbrook, ME, known as Tax Map 2, Lot 35, do hereby authorize Jones & Beach Engineers, Inc., PO Box 219, Stratham, NH, to act on my behalf concerning the previously-mentioned property. The parcel is located on 70 Scott Drive in Westbrook, ME.

I hereby appoint Jones & Beach Engineers, Inc., as my agent to act on my behalf in the review process, to include any required signatures.


Witness
Kevin King
Prompto 10 Minute Oil Change
Date

SHORT FORM WARRANTY DEED**016363**

GENE R. COHEN, of Portland, Maine, FOR CONSIDERATION PAID, grants to K BROS., INC., a Maine corporation with a principal place of business and mailing address at 471-479 Forest Avenue, Portland, Maine, 04101, WITH WARRANTY COVENANTS, the following described real property, together with any improvements thereon, located in the city of Westbrook, Cumberland County, Maine and more particularly described as follows:

A certain lot or parcel of land located in Westbrook, Cumberland County, Maine and more particularly described as Lot No. 13 on a plan entitled "Definitive Subdivision Plan - Glassworld Industrial Park, Westbrook, Maine developed by Gene R. Cohen" dated August, 1985, prepared by Sebago Technics and recorded at the Cumberland County Registry of Deeds in Plan Book 152, Page 41.

The above-described lot is conveyed together with all appurtenant rights and easements, but subject to all matters shown on said Plan.

WITNESS my hand and seal this 14th day of April, 1988.

WITNESS:

M.A. Selinger III
Name: M.A. SELINGER III

Gene R. Cohen
Gene R. Cohen

STATE OF MAINE
COUNTY OF CUMBERLAND, ss.

April 14, 1988

PERSONALLY APPEARED the above-named Gene R. Cohen and acknowledged the foregoing instrument to be his free act and deed.

Before me,

RECEIVED
RECORDED REGISTRY OF DEEDS
472.345
01306997.005 1988 APR 20 PM 3:14

CUMBERLAND COUNTY
James J. Walsh

M.A. Selinger III
Name: M.A. SELINGER III
Title: ATTORNEY AT LAW

SHORT FORM WARRANTY DEED**016963**

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