

## Town of New Gloucester Submission Checklist for Site Plan Review

Project Name \_\_\_\_\_ Date: \_\_\_\_\_  
 Applicant \_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_

The following items shall be submitted for Site Plan Review. A complete description of the items can be found in Section 7.3 of the New Gloucester Zoning Ordinance, available at the Town Office and attached to this document.

7.3.2.A Submission Requirements	Submitted	Sheet #	Waiver Request	Not Applicable
1. A title block in the lower right-hand corner, containing the name and address of the applicant and property owner, the name and address of the preparer of the plan, with professional seal, if applicable, location of the property according to municipal tax maps, and the date and purpose of plan preparation or revision.	<input type="checkbox"/>	<input type="checkbox"/>		
2. A standard boundary survey conducted by a surveyor licensed in the State of Maine, with sufficient information to identify and locate interior and exterior boundaries, rights-of-way and street alignments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. An arrow showing true north and the magnetic declination, a graphic scale, and a signature block for members of the Board.	<input type="checkbox"/>	<input type="checkbox"/>		
4. Location and description of all buildings existing or to be placed on the site, and floor plans and front elevations of principal buildings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Acreage of the total parcel, of rights-of-way, wetlands, and developed areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Zoning information for the site, including boundaries on the plan, required setbacks, density and coverage requirements, and zoning for abutting properties, if different.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Location of physical features such as ledge, wetlands, watercourses, sand and gravel aquifers, agricultural areas and forested areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Location and design details of existing and proposed utilities, including power, water, septic system, and drainage structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Location of any park, open space or conservation easement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Location of any permanently installed machinery likely to cause appreciable noise at the lot lines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Existing and proposed topographic contour lines, drawn at 2 ft. intervals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Proposed landscaping and buffering treatments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Location and necessary design details of all parking and paved areas, sidewalks, curbing, signs, fencing, and other site improvements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. A location map showing the property in relation to other properties and roads in the general vicinity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. A plan for the control of erosion and sedimentation endorsed by the Cumberland County Soil and Water Conservation District.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. A plan for the treatment of stormwaters of a 24 hour, 25-year storm, prepared by a registered professional engineer and endorsed by the Cumberland County Soil and Water Conservation District.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. A copy of the medium intensity soil survey map of the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Description of any raw, finished, or waste materials to be stored outside the buildings, and any stored materials of a hazardous nature.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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19.	Documentation of the applicant's legal interest in the property.	<input type="checkbox"/>	<input type="checkbox"/>		
20.	Text of all encumbrances currently on the property and all encumbrances proposed to be placed on the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.	A map and list containing names and mailing addresses of all owners of record of property abutting the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.	Description of the type and placement of sewage facilities:				
a.	Where disposal will be accomplished through subsurface waste disposal system, an analysis of test pits prepared by a licensed site evaluator, with at least two passing test pits located on the plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Where disposal will be by an engineered private system, prior approval by the Department of Human Services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23.	Indication of water supply sufficient in quantity and quality for both normal use and fire protection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	The location and necessary design details of all public and private roads. Private roads and roads proposed to be accepted by the Town shall be designed and stamped by a professional engineer, registered in the State of Maine.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>