

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 site plan containing the following elements <ul style="list-style-type: none"> a. 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, and the date of plan preparation or revision. b. An arrow showing true north and the magnetic declination c. A graphic scale d. A signature block for members of the Board. e. Location of all structures existing or to be placed on the site f. Location of all public and private roads, parking and paved areas, rangeways, sidewalks, curbing, signs, fencing, and other site improvements. g. Acreage of the total parcel, of rights-of-way, and proposed impervious surface area. 	<input type="checkbox"/>	<input type="checkbox"/>	<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. Floor plans and front elevations of new or changed principal buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Zoning information for the site, including 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"/>
5. Mapped location of physical features such as ledge, wetlands, watercourses, sand and gravel aquifers, agricultural areas and forested areas. This should include the acreage of any wetlands present on the property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. 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"/>
7. Location of any park, open space or conservation easement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. 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"/>
9. Existing and proposed topographic contour lines, drawn at 2 ft. intervals. Where necessary to determine compliance with the performance standards in Section 7.1 and the approval criteria herein, the Board may require finished grade plans for all or a portion of the site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Proposed landscaping and buffering treatments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. 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"/>
12. A list containing names and mailing addresses of all owners of record of property considered abutting the proposed development by the definition of "abutter" in this ordinance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. A written 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"/>

7.3.2.A	Submission Requirements	Submitted	Sheet #	Waiver Request	Not Applicable
14.	A plan for the treatment of stormwaters designed in accordance with Section 5.1.22 and endorsed by the Cumberland County Soil and Water Conservation District.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.	A copy of the medium intensity soil survey map of the area. Where the map shows soils with severe restrictions for development, a high intensity soil survey may be required by the Planning Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.	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"/>
17.	Documentation of the applicant's legal interest in the property. Where access is over private lands or roads: legal documentation of right to access the property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.	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"/>
19.	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. 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"/>
20.	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"/>
21.	Necessary design details of all public and private roads, parking and paved areas, sidewalks, curbing, signs, fencing, and other site improvements. 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"/>
22.	For developments involving shared ownership, such as condominium units, documentation of the proposed ownership structure of all shared areas and infrastructure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>