



TOWN OF NAPLES PLANNING BOARD APPLICATION

P.O. Box 1757, Naples, Maine 04055
Phone: (207) 693-6364 / Fax: (207) 693-3667

www.townofnaples.org

Major Site Plan Review Application

Date: _____

Owner/Applicant Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Property Owner: _____

Property Location: _____ Map & Lot: _____

Any easements, covenants, or deed restrictions related to the property? _____

Zoning District: _____ Waivers requested: _____

A list must be submitted for waivers

Name, address, & phone # of applicants engineer, land surveyor or planner: _____

The undersigned, being the applicant, owner or legally authorized representatives, states that all information contained in this application is true and correct to the best of his/her knowledge and hereby does submit the information for review by the Town and in accordance with applicable ordinances, statues, and regulation of the Town, State and Federal governments.

Date: _____ Signature: _____

Fee Schedule:

Advertising: \$50.00

Aquatic Structure (non commercial): \$50.00

Fee per abutter: \$7.00

Review Escrow: TBD

Under 1,000 sq. ft. gross floor area: \$300.00

1,000 – 10,000 sq. ft. gross floor area: \$400.00

Over 10,000 sq. ft. gross floor area: \$400.00

**Plus \$25.00 for each 1,000 sq. ft. over 10,000

Development without building: \$400.00

Modification of approved plan: \$100.00

Commercial Initial permit: \$100.00

Commercial Annual Renewal: \$50.00

Applicants Total: \$ _____

Please include 9 copies of all supporting documents, including a letter of intent, when submitting your application to the Town Secretary. Completed applications should be received 21 days before the meeting date.

TOWN OF NAPLES
Planning Board Checklist of Submitted Materials
For
SITE PLAN REVIEW

Preliminary Application		Submitted by Applicant	Not Applicable	Applicant Request to be waived	Rcvd. By PB	Waived by PB
Required						
	Letter of Intent					
	Application form					
	Fees					
	List of any waivers requested					
	8 copies of plans					
Final Application						
	Site Plan (drawn at a scale sufficient to review items in section 6 of the ordinance but not more than 100 feet to the inch and showing:					
	Owners name, address and signature					
	Perimeter survey of parcel made and certified by a registered land surveyor					
	Total area of any land within 500 feet of the proposed project which is owned by the applicant					
	Zoning classifications of the property and location of zoning district boundaries if the property is located in two or more zoning districts					
	Soil types and location of soil boundaries as certified by a registered engineer or certified soil scientist					
	Location of all building setbacks as required by town ordinances					
	Location, size and character of all signs in exterior lighting					
	Lots area of the parcel, street frontage and minimum lot size and frontage					
	Location of all existing and proposed buildings, driveways, sidewalks, parking spaces, loading areas, open spaces, large trees, open drainage courses, signs, exterior lighting, service areas, easements and landscaping					
	Location of all buildings within 50 feet of the parcel and the location of intersecting roads are driveways within 200 feet of the parcel					
	Existing and proposed topography of the site at 2 foot print to war intervals if major changes to the existing topography are being proposed					
	All surface water features within 500 feet of the project boundaries including perennial streams and wetlands					
	Location and dimensions of on-site pedestrian and vehicle or vehicle dealer					

	access ways, parking areas, loading and unloading facilities, design of entrances and exits of vehicles to and from the site on to public streets, curve and sidewalks					
	Location of all Wells and septic systems within 150 feet of the property boundary					
	Existing land cover and vegetation conditions					
	Drainage plan to describe the location and size of road culprits, road drainage, ditches, phosphorus and run off control measures and other similar features					
	On-site soil and investigation report by a DHS licensed site evaluator					
	Statement from the Fire Chief that the property is accessible by present fire apparatus and detailing any additional on-site fire protection facilities required					
Soil and erosion control plan app approved by the Cumberland County soil and water conservation District show when						
	Existing and proposed method of handling storm water runoff					
	Direction and flow of the run off through the use of air rose					
	Location, location and size of all catch basins, dry wells, drainage ditches, Swales, retention basins and storm sewers					
	Engineering calculation used to determine drainage requirements based upon a 25 year storm frequency, if the project will significantly alter the existing patterns due to such factors such as the amount of new impervious surfaces being proposed					
	Phosphorus and analysis; required if the proposed project is within the Shoreland zone or the non-vegetative areas exceed 40,000 ft. ² . If required, the analysis of prosperous loading shall utilize the methods contained in the latest revised edition of the manual underlying phosphorus control and Lake watersheds and underline, published by the main DTP, and shall require third-party review					
	A utility plan showing provisions for the water supply and wasteland disposal, including the size and location of all piping, holding tanks, leach field, etc.					
	Building plan showing all of the floors and elevations					
	Evidence of applicants right and or title to the property, and copies of any proposed or existing easements, convey ends and deed restrictions					
	Description and he sign a proposed temporary and permanent signs, including location, size and lighting					
	Copies of all required state approvals and permits					

Any of the requirements may be waived by the planning board if it is deemed that because of the special circumstances of the site as long as the burden is upon the applicant and would not adversely affect a building landowners and the general health, safety and welfare of the town. Please note any request for waivers will be requested as part of the application process, and any waivers that are granted must be listed on the final plan.

DECISION

Based upon the applicant's presentation and the application materials and supporting documents submitted by the applicant, the Planning Board approved/denies the application for Major Site Plan approval.

Approval with conditions:

The application is approved, subject to the meeting the following conditions:

A. Standard conditions of approval:

1. This approval is limited to development only as described and shown on the plans and documents presented.
2. The project must comply at all times with all applicable federal, state and local approval to which it is subject.
3. Copies of all required State permits and/or letters of approval (DOT, Fire Marshall, DEP, etc.) shall be submitted to the Naples Code Enforcement Officer prior to completion of project.
4. Any required stormwater and phosphorus controls shown on the site plan must be inspected by a licensed engineer or other certified individual and a signed statement that the controls were installed as presented in the plans is to be provided to the Naples CEO prior to the building being placed in service.
5. For amendment to previously approved site plan, all previously conditions of approval, if any, shall remain in force unless explicitly changed by the Planning Board.

B. Project- Specific Conditions of Approval:

Naples Planning Board Chairman

Date:

Specific conditions of approval for this project are enumerated in Appendix I.