



TOWN OF NAPLES PLANNING BOARD APPLICATION

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

Minor 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 (per advertisement) Aquatic Structure (non-commercial): \$50.00
Fee per abutter: \$12.00
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 (Amendment) of approved plan: \$250.00
Commercial Initial permit: \$100.00
Commercial Annual Renewal: \$50.00
Pre-Application Conference: \$100.00
Planning Board Engineering & Legal Peer Review Escrow: \$1,000.00

Applicants Total: \$ _____

You must submit 9 paper copies and 1 digital copy of this application, letter of intent, and all supporting documents 28 days prior to the meeting to be considered by the Planning Board.

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

Preliminary Application		Submitted by Applicant	Not Applicable	Requested 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					
	Name and addresses of all abutting property owners					
	Zoning classifications(s) of the property and the location of zoning district boundaries if the property is located in two or more zoning districts.					
	The location of all building setbacks as required by the Town Ordinances.					
	The location, size and character of all signs and exterior lighting.					
	The lot area of the parcel, street frontage and minimum lot size and frontage.					
	The location of all buildings within fifty (50) feet of the parcel to be developed and the location of intersecting roads or driveways within 200 feet of the parcel.					
	All surface water features within 500 feet of the project boundaries, including perennial streams and wetlands.					
	A statement from the Fire Chief that the property is accessible by present fire apparatus and detailing any additional on-site fire protection facilities required.					
	Drainage plan to describe the location and size of road culverts, road and other similar features.					
	Copies of any proposed or existing easements, covenants and deed restrictions.					
	Copies of all required state approvals and permits					
	A list of waivers of any town requirements or ordinance provisions requested.					