

**Town of Vassalboro  
Major Subdivision Application  
Preliminary Plan**

Map \_\_\_\_\_ Lot \_\_\_\_\_ Date \_\_\_\_\_

Subdivision name \_\_\_\_\_

New Subdivision \_\_\_\_\_ Subdivision Modification \_\_\_\_\_

Name and address of applicant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and address of property owner \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of parcel \_\_\_\_\_

Acreage of parcel \_\_\_\_\_

Number of lots or dwellings units proposed \_\_\_\_\_

Is any part of the development site in the Shoreland Zone (within 250 ft of water bodies or wetlands)?

Yes \_\_\_\_\_ No \_\_\_\_\_

Wastewater System Private \_\_\_\_\_ Public \_\_\_\_\_

Water Supply Private \_\_\_\_\_ Public \_\_\_\_\_

Has the proposed area of the subdivision undergone a significant harvest of timber in the past five years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If so, provide written evidence from a licensed forester or the DOC, Bureau of Forestry that this is not a liquidation harvest. (State Law Title 30-A, Sect 4404 (20))

Will the proposed subdivision also be a mobile home park as defined in State Law Title 10, Section 9081 (2)? (Three or more mobile homes on a parcel of land under single ownership).

Yes \_\_\_\_\_

Have you applied for state licensing?

Y or N

No \_\_\_\_\_

The following additional information is needed for an application to be considered complete.

\_\_\_\_\_ List of abutter names and addresses

\_\_\_\_\_ Proper notification of abutters with registered return receipt mail a minimum of seven days prior to submittal

**The following information should be included on the subdivision plan**

Ordinance #

\_\_\_\_\_ 1a Name of subdivision or identifying title

\_\_\_\_\_ 1b Name of municipality

\_\_\_\_\_ 1c Assessors map and lot numbers

\_\_\_\_\_ 3a Date plan was prepared

\_\_\_\_\_ 3b North arrow

\_\_\_\_\_ 3c Graphic plan scale

\_\_\_\_\_ 4 Names and addresses of record owner, applicant, preparer of plan, and abutting property owners

\_\_\_\_\_ 5a A standard boundary survey including bearings and distances of all boundaries made by a registered land surveyor

\_\_\_\_\_ 5b Appropriate monument type (granite, concrete, iron pin, or drilled hole in ledge) indicated at each lot corner

\_\_\_\_\_ 8b A map showing all locations of proposed subsurface wastewater disposal systems, test pits, and required fifty foot setback from lot property lines.

\_\_\_\_\_ V11 E2b On lots where the limiting solil factor < 24 inches, a reserve disposal area indicated on plan not to be built upon.

\_\_\_\_\_ VII B2a,b Proposed locations of private and community well locations

\_\_\_\_\_ 11 Wetlands identified regardless of size

- \_\_\_\_\_ 12a Number of acres
- \_\_\_\_\_ 12b Location of property lines
- \_\_\_\_\_ 12c Vegetative Cover
- \_\_\_\_\_ 12d Existing Buildings and essential existing physical features
- \_\_\_\_\_ 12e Locations of all trees larger than 24 inches diameter four feet above the ground

**Subdivision Plan (continued)**

Ordinance #

- \_\_\_\_\_ 12e Proposed building locations that meet all setback requirements of the Building Permit Ordinance and the Subsurface Wastewater Disposal Rules
- \_\_\_\_\_ 13 Location of rivers, stream, and brooks, lakes, and indication of lake watershed
- \_\_\_\_\_ 14 Contour lines at 10 foot intervals
- \_\_\_\_\_ 15 Location and size of existing and proposed sewers, water mains, culverts, and drainage ways within subdivision and adjacent properties.
- \_\_\_\_\_ 16a Location and names of existing streets and highways
- \_\_\_\_\_ 16b Location of proposed easements, building lines, park, and other open spaces on or adjacent to the subdivision
- \_\_\_\_\_ VII G 16 Location of proposed open space areas including vegetative buffer strips, and common use areas, high and moderate value wildlife areas, protected historic places, protected ME Natural Areas, and shoreland zone resource protection areas.
- \_\_\_\_\_ 17 Location of proposed streets, public improvements, or open space
- \_\_\_\_\_ 18 The proposed lot lines with approximate dimensions and lot areas
- \_\_\_\_\_ 19 Location of land dedicated to public use.
- \_\_\_\_\_ 18 Location of boundaries of 100 year flood plain, if applicable.

\_\_\_\_\_ Location of shoreland zones, if applicable

**Other Required Information**

Ordinance #

- \_\_\_\_\_ 2 Verification of title, right and interest to the property
- \_\_\_\_\_ 6 Copy of most recently recorded deed, deed restrictions, easements, right of ways, or other encumbrances affecting the property
- \_\_\_\_\_ 7 Copy of deed restrictions intended to cover all lots and dwellings
- \_\_\_\_\_ 8a When sewage disposal is to a public sewer, a letter from the Sanitary District confirming that there is adequate capacity to accept the subdivision wastewater.
- \_\_\_\_\_ 8b When sewage disposal is to private subsurface systems, a copy of HHE-200's for each lot.
- \_\_\_\_\_ 9a If water supply is private, evidence of adequate groundwater supply and quality shall be submitted by a hydrologist familiar with the area

Ordinance #

- \_\_\_\_\_ 9b If water supply is public, a letter from the Kennebec Water District confirming adequate supply, pressure and approval of extensions
- \_\_\_\_\_ 10 An 11 X 17 reference map such as a tax map with existing structures located on it. The map should contain surrounding properties and the property as it present exists. Land uses on adjacent sites should be identified.
- \_\_\_\_\_ 11 A high intensity soils survey by a Certified Soils Scientist
- \_\_\_\_\_ 17 Evidence that road will be maintained by the developer or subdivision owners or a Road Association
- \_\_\_\_\_ 17 A legal agreement indicating how road infrastructure will be maintained.
- \_\_\_\_\_ 19 Written offers to convey open space to Town or how open space will be maintained by developer or land owners
- \_\_\_\_\_ 22 Hydrologic assessment by certified geologist or P.E. for subdivisions

located over a sand and gravel aquifer and served by private sewers

- \_\_\_\_\_ 23 Provide an estimate of the amount and type of vehicular traffic to be generated on a daily basis and at peak hours.
- \_\_\_\_\_ 30 Erosion and Sediment Control Plan consistent with ME Erosion and Sediment Control Handbook (ME DEP Mar 1991)
- \_\_\_\_\_ 31 Stormwater Management Plan  
Note: May only be waived by Board if all of the following criteria are met  
a Not in watershed of great pond  
b Will not involve grading which changes drainage patterns  
c Addition of impervious surfaces < 5% of subdivision area
- \_\_\_\_\_ Waived
- \_\_\_\_\_ 26 Letter from IF&W confirming or denying locations of high and moderate value wildlife areas
- \_\_\_\_\_ 26 Letter from ME Natural Areas Program confirming or denying locations of such designated areas
- \_\_\_\_\_ 27 A plan for the location and dimensions of vegetative buffer strips
- \_\_\_\_\_ 28 Letter from National Register of Historic Places confirming or denying areas of historic significance
- \_\_\_\_\_ 25 For subdivisions involving 40 or more parking spaces or projected to generate more than 400 vehicle trips per day, a traffic impact analysis by a registered Professional Engineer.
- \_\_\_\_\_ 29 Location and method for disposal of land clearing and construction debris
- Ordinance #
- \_\_\_\_\_ 24 ME DOT driveway entrance permit, if applicable.
- \_\_\_\_\_ 27 Letter from Fire Chief and Town Manager indicating their review and approval

Applicants are encouraged to seek input from the Board for addressing the Performance Standards in the Final Plan approval.

**Verification of Performance Guarantee Requirement**

List all improvements including but not limited to roads, sidewalks, curbing, public water and sewer, common use wells or shared septic disposal systems, public water supply and sewage disposal lines, stormwater control facilities, utility lines and poles, street lights, and erosion control measures

Provide a cost estimate from three independent sources for completion of each improvement accounting for an inflation factor when considering the time to complete the improvement

By virtue of the signature below, I hereby verify that all materials contained within the Preliminary Plan Application are true and accurate to the best of my knowledge and understand that intentional misrepresentations could be reason for denying or revoking this permit

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date