

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

Map _____ Lot _____ Date _____

Subdivision name _____

New Subdivision _____ Subdivision Modification _____

Name and address of applicant _____

The following information is needed for the final plan to be considered complete

Final Plan

_____ The final plan was submitted with six months of the approval date of the preliminary plan.

_____ All requirements from the Preliminary Plan met to the Board's satisfaction

_____ Two transparencies of Final Plan @ scale < 1 inch = 100 ft and not > than 24" X 36 "

_____ Three copies of maps or drawings supplemental to Final Plan scale < inch = 100 ft

_____ Copy of Final Plan reduced to 8 x 11 or 11 X 17 inches.

State and federal permitting obtained when required.

_____ ME DEP Site Location of Development or NRPA

_____ ME Dept Human Services for Public Water or engineered wastewater disposal (> 2000 gpd)

_____ U S Army Corp of Engineers – wetlands

_____ ME DOT driveway entrance permit

_____ Evidence that Plan and Mitigation has been sent to the ME Historic Preservation Commission, if areas of historic significance have been identified.

_____ Mobile Home Park License

_____ Demonstration that legal entity has been established for common multi-user systems and ownership vested by deed reference for future potential owners for such items as roads, wells, septic systems

Have any changes been made from the approved preliminary plan?

Yes _____ No _____

If so, indicate changes

Additional Requirements from Preliminary Plan

_____ 11 Road Plans

Note: Road Plans shall follow the requirements in the Road Construction Ordinance. The following should be included on all road plans to be considered complete

_____ IV A 4 Anticipated starting and completion dates for each major phase of construction including installation of necessary signage

_____ IV B 1 Scale of plan 1 inch = 50 ft horizontal and 1 inch = 10 ft vertical

_____ IV B 2 Magnetic North arrow

_____ IV B 3 Plan profile and typical cross section views of all proposed streets

_____ IV B 4 The starting and ending points in relation to established roads and any planned or anticipated extensions of the streets

- _____ IV B 4 Terminal points and center line alignment identified by survey stationing
- _____ IV B 5 Roadway and roadway limits with relation to existing buildings and established landmarks
- _____ IV B 6 Dimensions necessary for locating boundaries, lots, easements, and buildings lines
- _____ IV B 7 The subdivision lots laid out and numbered and lots showing owners of abutting properties
- _____ IV B 8 All natural waterways and watercourses including wetlands
- _____ IV B 9 Kind, size, location, profile, and cross section of existing and proposed drainage ways and their relation to existing natural waterways
- _____ IV B 10 Soil Erosion and Sediment Control Plan showing interim and final provisions
- _____ IV B 11 Curve data for horizontal and vertical curves as the center line radius, arc length, beginning of curve, and end of curve points
- _____ IV B 12 Center line gradients expressed as a percent
- _____ IV B 13 All curve and property line radii of intersections
- _____ IV B 14 Limits and locations of any proposed sidewalks and curbing
- _____ IV B 15 Location of the following existing and proposed overhead and underground utilities
 - _____ a Storm drains
 - _____ b Telephone lines, poles, or underround vaults
 - _____ c Electrical power line poles or underground vaults
 - _____ d Street lights
 - _____ e Public water supply lines
 - _____ f Sanitary sewer lines

- _____ VI Street Design Standards should meet requirements of Section VI (State Law Title 30-A Section 4358 limits municipal regulation of road standards on mobile home parks.)
- _____ VI-G Road design standards (section VI-G) indicated on road plans
- _____ VIII-C Road name on subdivision and road plan and consistent with naming requirements
- _____ VI-F Road privately owned shall have the following recorded on the subdivision plan "All roads shall remain private roads to be maintained by the developer or lot owner and shall not be accepted or maintained by the Town."

Additional Requirements from Preliminary Plan (cont.)

- _____ 17 If any portion of the proposed subdivision is in the direct watershed of a great pond, and does not qualify for the simplified review procedure for phosphorus control, the following shall be submitted or indicated on the plan:
 - _____ 17a. A phosphorus impact analysis and control plan using procedures set forth in Phosphorous Control in Lake Watersheds: A Technical Guide for Evaluating New Development, published by the Maine Department of Environmental Protection, revised September, 1992.
 - _____ 17b. A long-term maintenance plan for all phosphorous control measures.
 - _____ 17c. The contour lines shown on the plan shall be at an interval of no less than five (5) feet.
 - _____ 17d. Areas with sustained slopes greater than 25 % covering more than one (1) acre shall be delineated.
- _____ 18 A list of construction items, with cost estimates, that will be completed by the applicant prior to the sale of lots and evidence that the applicant has financial commitments or resources to cover these costs.
- _____ 20 A letter from (each) the Fire Chief and the Town Manager indicating their review of the plan and their approval of the development.

_____ 21 Evidence of adequate financial capability to construct the project shall be provided in the form of a letter(s) from certified financial institution(s) and/or a letter of credit. The Board will allow alternative forms of evidence to be added to the application should particular circumstances warrant the substitution.

Performance Standards

The following information is needed to address the Performance Standards and for the application to be considered complete. Provide narrative answers for each of the following. Answers may reference supporting documents and page numbers within documents

Note: Section III-B of this Ordinance requires that the burden of proof for meeting the Performance Standards is upon the person proposing the subdivision

A. Pollution

_____ 1 If discharging to a water body, provide evidence of a waste discharge license from DEP.

_____ 2a. Discuss how stormwater will be treated to remove oil and grease and sediment prior to discharge into a water body

_____ 2b If within the watershed of a great pond, discuss how stormwater will be treated to remove nutrients prior to discharge to a great pond

B. Sufficient water

If water will be from a public supply:

_____ Submit evidence that provisions have been made to connect to public water supply by a written letter from KWD

_____ 1a Submit evidence that you will fund the complete system

_____ 1b Provide written evidence that the size and location of main, gate valves, hydrants, and service connections have been reviewed and approved by water district or fire chief

If water will be from a private supply:

_____ Is water supply from individual wells or private community water system?
Will individual wells serve more than one dwelling unit?

_____ 2a. How will wells be sited and constructed to prevent contamination from runoff, wastewater, and other sources?

_____ 2b Discuss or indicate how the lot design permits the placement of wells, subsurface disposal areas, and possible reserve disposal areas in compliance with Maine Subsurface Wastewater Rules and Well Drillers Rules and Building Permit Ordinance setback requirements.

_____ 2c If a central water supply is used, how will the design, construction, and operation of the system permit compliance with ME Drinking Water Rules?

C. Soil Erosion

- _____ 1 What measures such as vegetative buffers, water detention and conveyance, and temporary and permanent soil stabilization methods are proposed to prevent soil erosion from entering water bodies?
- _____ 2 Demonstrate that the Sediment and Erosion Control Plan will be implemented during site preparation, construction, & cleanup.
- _____ 3 Will topsoil be removed from the subdivision and relocated outside its boundaries and if so how?

D. Traffic Conditions

- _____ 1 If applicable, provide evidence that the ME DOT driveway entrance permit has been obtained.
- _____ 2 Demonstrate that provisions have been made in the road design or otherwise for vehicular access to the subdivision and circulation within the subdivision to safeguard against hazards, avoid traffic congestion, and provide safe and convenient circulation.
- _____ 3 Developer acknowledges that he is responsible for the cost of the signs and their installation

_____ 3 Developer acknowledges that he is responsible for clearing road right of way from stumps and other debris.

E.Sewage Disposal

Items 1a to 1c are applicable only if subsurface wastewater disposal systems are used.

_____ 1 If not within an area served by public sewers, is waste disposal from private subsurface wastewater systems?

_____ 2 Submit evidence that the site is suitable for subsurface wastewater disposal

_____ 2a Submit a statement from the site evaluator certifying in writing that all test pits meet requirements of Subsurface Wastewater Disposal Rules. Present HHE-200's for each lot.

_____ 2b On lots where the limiting factor < 24 inches, are reserve disposal areas indicated on plan so as not to be built upon?

_____ 2c Verify that first time system variances from the Subsurface Wastewater Rules are not required on any of the lots

F.Solid Waste-

_____ 2 Submit a letter from Town Manager or Transfer Station Manager indicating capability to handle the additional waste

_____ 1 Indicate arrangement made at alternate solid waste facility, if necessary

G.Impact on Natural Beauty, Aesthetics, Historic Sites, Wildlife Habitat, Rare Natural Areas, or Public Access to Shoreline

_____ 1 If required by Board, indicate what provisions will be made to protect trees > 24" DBH or replace trees or vegetation

_____ 2a. Discuss how Resource Protection areas for Shoreland Zoning and ME Natural Areas program indicated on Plan will be protected

_____ 2b Discuss how designated Historic Area indicated on Plan will be protected

_____ 3a Discuss how Significant Wildlife areas indicated on Plan will be protected

_____ 3b How will existing public rights of access to a shoreline of a water body be maintained? (easement or alternative method)

H Financial and Technical Capacity

Demonstration of Financial Capacity

_____ 1 Demonstrate adequate financial capacity through letters of credit from financial institutions, corporation papers from other investors, or references from past projects

Demonstration of Technical Ability

_____ 2a. What qualified contractors and consultants will be retained to supervise, construct, and inspect the required improvements in the subdivision?

_____ 2b List other subdivision projects in Maine that you have completed or are currently in progress

_____ 2b Indicate the experience and training of your consultants and contractors

_____ 2b Do you have any previous subdivision approvals in Maine where violations of State or local laws have occurred? If so provide evidence that this has been corrected.

_____ 2b Document technical ability through letters of reference from prior developments in Vassalboro or other towns and professional certifications

I. Impact on Ground Water Quality and Quantity

This section is applicable only if the subdivision is located over a sand and gravel aquifer and is served by private sewers

Quality

_____ 1 A hydrogeologic assessment has been submitted for subdivisions located over sand and gravel aquifers and served by private subsurface wastewater disposal systems and contains the following:

_____ 1a A map showing basic soils types

_____ 1b The depth to the water table at representative points throughout the subdivision

_____ 1c Drainage conditions throughout subdivision

_____ 1d Data on existing groundwater quality from test wells or existing wells

_____ 1e An analysis and evaluation of the effect of the subdivision on ground water resources

_____ 1f A map showing subsurface wastewater disposal systems and drinking water wells within the subdivision and 200 ft from its boundaries

_____ 1g If groundwater contains contaminants of primary standards, what provisions have been made to improve or treat water?

Quantity

_____ 2 If construction standards or other methods to reduce groundwater contamination are indicated in the assessment, is this indicated on subdivision plan and deed restrictions?

J. Flood Plain Management -

This section is applicable only if a portion of the subdivision is located within the 100 year flood plain

_____ 100 year Floodplain Boundaries indicated on Plan

_____ a How have public utilities and facilities such as sewer, gas, electrical, and water systems been located to minimize flood damage?

_____ b How has adequate drainage been provided to reduce exposure to floods?

_____ c Does the Subdivision Plan and deed include statements that the lowest floor including the basement is one foot above the 100 year flood level?

K. Identification of Freshwater Wetlands

_____ Are freshwater wetlands identified and indicated on Plan?

L. Stormwater Management

This section may be waived by the Board only if all three of the following conditions are met.

- 1. The subdivision is not in the watershed of a great pond*

- 2. The subdivision does not involve grading which will change drainage patterns*

- 3. The addition of impervious surfaces such as roofs and driveways is less than 5% of the total subdivision area.*

The Stormwater management plan should utilize methods and be consistent with MDEP’s Stormwater Management for Maine: Best Management Practices.

_____ 1a **Quantity** - Provide evidence that peak discharge rates will be limited to pre-development levels.

_____ 1b **Quality** – Provide evidence that proposed stormwater controls will treat total suspended solids to a removal efficiency of 40% or greater

_____ 1c What easements are provided to protect and maintain common use stormwater systems?

_____ Performance Guarantee, if required, included or referenced on Final Plan

_____ Standard and special conditions included on Final Plan

_____ Sign-off of Board

By virtue of the signature below, I hereby verify that all materials contained within the Final 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