

Town of Oakland

Planning Board Review Application

Application Checklist

The Application Checklist Form must accompany the Application. Each item on the checklist must be marked as one of the following:

- S = item submitted
- W = item not submitted due to waiver request
- N/A = item is not applicable to the application
(Provide explanation)

A completed application shall consist of 3 copies of required plans.

1. _____ A dated receipt from the Town indicating that the site review application fee has been paid.
2. _____ Waiver Request Form. (*If Applicable*)
3. _____ Application Form
4. _____ Name, address and telephone number of the applicant and the applicant's agent.
5. _____ Property location including, address, and map and lot number.
6. _____ Verification of the applicant's right, title or interest in the property.
7. _____ Estimated cost of the proposal.
8. _____ Schedule of construction including anticipated beginning and completion dates.
9. _____ A description of the project.
10. _____ A copy of the tax map showing the property and surrounding parcels.
11. _____ A copy of the Kennebec County Soils Map showing the property.
12. _____ A copy of the USGS Topographic map showing the property.
13. _____ A copy of the Shoreland Zoning Map showing the property.
14. _____ A copy of the FIRMI map showing the property.
15. _____ A map drawn to scale showing the location, boundaries, elevations, uses and sizes of the following: developed site, type of structures, setbacks, parking areas, driveways and roads, drainage ways, easements and rights-of-way, watercourses, waterbodies and wetlands, number of acres within the development, size of all impervious areas, and, all other significant natural and physical features, and true north.

16. _____ The location of all proposed subsurface wastewater disposal systems .
17. _____ Indication of the water source for the proposal including evidence that an adequate water supply is available to supply the water needs of the proposal including fire suppression. (Fire chief should be consulted to determine whether or not an appropriate supply of water is available to handle a fire threat.)
18. _____ A copy of the National Wetlands Inventory Map showing the property.
19. _____ An erosion control plan.
20. _____ A stormwater control plan.
21. _____ A phosphorus control plan.
22. _____ The location of any site or structure listed on the National Register of historic places or any archeological site identified by the State Historical Preservation Commission.
23. _____ The location of any significant wildlife resources or natural areas.
24. _____ Evidence that all other local permits have been obtained including but not limited to Shoreland Zoning and Floodplain Management.
25. _____ The traffic access data for the site including an estimate of the amount of vehicular traffic to be generated on a daily basis.
26. _____ Any proposed areas or structures to be dedicated for public use.
27. _____ Scaled drawings showing the location and construction specifications for all proposed roads, including drainage features such as ditches and culverts, access points, driveways, parking areas, and other traffic management control issues.
28. _____ Any other material to show that the applicable performance standards or other requirements of this ordinance are followed.
29. _____ The estimated quantities of flammable or hazardous materials to be stored or handled on site.