



Planning Board Application Form

Instructions to the Applicant: Read this form carefully. The questions are intended to be self-explanatory. All Applicants may not need to answer all questions. If you need help, please contact the Building Inspector or a member of the Planning Board through the Town Office.

The undersigned (Applicant) applies for a permit to be issued by the Planning Board on the basis of the information provided herein. The Applicant certifies that all information provided by the Applicant, including that contained in attachments hereto, is true and correct to the best of the Applicants knowledge and belief.

(1) Applicant Information:

Name: _____
Address: _____

Telephone: Home: _____ Bus: _____

(2) Interest in property for which permitting action is requested (e.g. owner, owner's agent, lessee, etc.)

If Applicant is not the owner, please provide the following information regarding the owner:

Name: _____
Address: _____

Telephone: Home: _____ Bus: _____

(3) Address or location of the property (describe in sufficient detail to be clear and understandable or attach a map indicating the location.)

(4) Has the property been subject of a previous permit application? yes no
If yes, please provide a brief explanation of the purpose and timeframe of that application(s):

- (5) What is the existing use of the property?

- (6) What is the existing property currently zoned for? _____
- (7) Is the property part of an existing subdivision? ___yes___ no
- (8) What is the use requested to be permitted?
a) ___ Residential
b) ___ Accessory Building
c) ___ Pier or Dock; ___ Temporary ___ Permanent
d) ___ Other _____
- (9) Type of Sewage Disposal System ___ Existing System ___ Proposed System

ATTENTION: Answer question 10 only when proposing the erection of a new structure or the renovation or expansion of existing structures.

- (10) Percentage of lot to be occupied by proposed structure(s) _____.
(If expanding an existing structure or adding structures include all structures in the calculation.)
Details of structures (include general description and exterior dimensions including length, width, and approximate height [number of stories is sufficient]):
- A) _____
- B) _____
- C) _____
- D) _____
- (11) Lot Dimensions:
Width _____
Depth _____
Area _____ (Specify unit of measure)
(Attach plot map)
- (12) Site Plan: On a separate piece of paper illustrate the following information about the lot and the proposed use or development of the lot using a scale drawing, map, or prepared site plan:
- Lot dimensions
 - Names of abutting property owners, names and locations of Right of Ways (public and private including roads and traveled ways discontinued or not), and abutting or traversing bodies of water or wetlands.

- c) Exact locations and size of existing and proposed structures; and distances from each to boundary lines.
- d) Locations of sewage disposal facilities and water supplies.
- e) Areas to be cleared of tree growth (if applicable).
- f) Areas of cut, fill, grading, or other earth moving activities (as applicable).
- g) Summarize any existing or proposed easements, restrictions, and/or covenants placed on the property.

ATTENTION: Provide the following information for Question 12 only if applying for a property in, or proposed for, a Commercial Use.

- h) Location and dimensions of any on-site pedestrian and vehicular access ways, parking areas, loading and/or unloading facilities, ingress and egress ways to and from the site to public roads.
- i) Size, location, orientation, and intensity of illumination of all outdoor lighting apparatus and signs.
- j) Type, size, and location of any incineration devices.
- k) Type, size, and location of all machinery likely to generate appreciable noise either randomly or consistently and hours of operation.
- l) Type, size, and location of all existing and proposed catch basins, storm drainage facilities, streams, and watercourses, and all utilities, both above and below the ground.

NOTE: Before filing a commercial application, plans must be submitted to the Fire Chief for review before Planning Board Approval can be granted.

Applicant: _____
Signature

Date: _____

