Town of Sullivan
Site Plan Review Application

Submit fees along with seven (7) copies of application, site plan and all attachments.
Please label all attachments with applicant's name and question #.

_____	1. Name of Property Owner	_____
_____	2. Address of Owner	_____
_____	3. Owner's telephone No.	Home: ____-____-_____ Cell: ____-_____-_____
_____	4. Name of Applicant (if different than owner)	_____
_____	5. Address of Applicant	_____
_____	6. Applicant's Telephone No.	Home: ____-_____-_____ Cell: ____-____-_____
_____	7. If applicant is corporation, state whether the corporation is licensed to do business in the State of Maine Yes[ ] No[ ] If Yes, attach copy of the Secretary of State Registration	
_____	8. Name, address and phone number of applicant's authorized agent/representative (attach Letter of Authorization) Name:_____ Address:_____ Phone:_____	
_____	9. If applicable, name, address and phone number of Professional Engineer, Licensed Land Surveyor or Professional Planner who assisted in preparing site plan: Name:_____ Address:_____ Phone:_____ Registration/License Number:_____	
_____	10. What interest does the applicant have in the project? (owner, agent, etc.)_____	
_____	11. General description of the proposed use or activity: _____ _____ _____	
_____	12. Attach a copy of deed to property, an option to purchase the property or other documentation to show right, title or interest in the property on the part of the applicant.	
_____	13. Location of project: Book_____ Page_____(from Registry of Deeds)	
_____	14. Location of project: Map_____ Lot_____ (from Town Office)	
_____	15. Using a reduction of the Town Tax Map, show locations of property with adjoining lots and roads.	
_____	16. Attach a list of names and addresses of all property owners within 1000 feet of all property boundaries.	
_____	17. Attach a certified survey map of the property that has been developed and produced by a registered land surveyor which includes bearings and lengths of all property lines.	
_____	18. Is any portion of the property located within a mapped Shoreland Zone and/or a mapped Special Flood Hazard Area? Yes [ ] No [ ] If Yes, indicate what zone: SZ_____ SFHA_____	

EXISTING DEVELOPMENT

_____ 19. Attach a project site plan that includes the following elements:

a. North arrow, map scale, legend and/or labels, date. (Scale may not be more than 100 feet to the inch for that portion of the lot being proposed for development.)

_____ b. Setback lines for buildings and yards.

_____ c. Indicate type of zone and location of zoning district boundaries. (shoreland zone or floodplain)

_____ d. Location and size of existing culverts, drains, on-site waste disposal systems, underground tanks or installations

_____ e. Location of existing wells, power lines, telephone lines and poles.

_____ f. Location, dimensions and ground floor elevation of all existing buildings on the site.

_____ g. Location, names and widths of existing streets, easements, rights of ways, etc., within or adjacent to site

_____ h. Location and dimensions of existing driveways, parking and loading areas, walkways and sidewalks on or immediately adjacent to site

_____ i. Location of intersecting roads or driveways within 300 feet of the site.

_____ j. Locations, dimensions and lighting of existing signs.

PROPOSED DEVELOPMENT

_____ 20. Include on the same project site plan (or create a separate site plan) the following proposed elements:

_____ a. If creating a separate site plan, include elements listed in 19 a through 19 j above that will remain the same.

_____ b. Location, dimensions and ground floor elevation of all proposed new buildings or building expansions.

_____ c. Location and dimensions of any changes to, or newly proposed, driveways, sidewalks, parking and loading areas (paved or unpaved).

_____ d. Location and dimensions of changes to, or newly proposed, wastewater disposal system and water supply.

_____ e. Location of proposed landscaping and buffering.

_____ f. Location, names and widths of existing streets, easements, rights of ways, etc, within or adjacent to site

_____ g. Location, dimensions and lighting of any proposed signs.

NOTE: Site plan must have signature block titled "Approved: Town of Sullivan Planning Board" and have space for signatures of Planning Board members and date.

_____ 21. Estimated demand for water supply and evidence of adequacy for proposed use (attach statement)

_____ 22. Estimated demand for sewage disposal and evidence of adequacy for proposed use (attach statement)

_____ 23. If new or replacement on-site sewage disposal is proposed, attach HHE-200 form

_____ 24. If new or replacement interior plumbing is proposed, attach HHE-211 form

_____ 25. Explain how solid waste (trash, recyclables, etc.) be handled

_____ 26. If applicable, attach copies of any solid waste (trash) disposal/recycling contracts.

_____ 27. Estimate of current traffic flow and daily and peak traffic flow to be generated by the plan (attach statement)

_____ 28. Measures taken to preserve environmentally sensitive and natural drainage areas within the project area: (attach statement) _____

_____ 29. If applicable, have other permits required by Town/State/Federal been applied for and received:

	Applied For	Received
Town: Type of Permit _____	Yes [ ] No [ ]	Yes [ ] No [ ]
State: Type of Permit _____	Yes [ ] No [ ]	Yes [ ] No [ ]
Federal: Type of Permit _____	Yes [ ] No [ ]	Yes [ ] No [ ]

30. Attach copies of any existing covenants or deed restrictions.
31. Estimated cost of project _____Start Date _____Completion Date_____
32. Planning Board may request evidence of applicant's technical and financial ability to carry out proposed project.
33. Other: _____

To the best of my knowledge, all information submitted on this application is true and correct:
Applicant's Signature_____Date_____

_____Notification to: Board of Selectman, Town Manager, Fire Chief, Plumbing Inspector Code Enforcement Officer