



Town of Whitefield Development Application

Read the Building and Development Ordinance for information necessary to complete this application

Article 8: Classification of Projects

Article 9: Procedures for Development Review

Article 10: Standards

(Check appropriate category)

MINOR DEVELOPMENT: ___ MAJOR DEVELOPMENT: ___

Application Fee: \$ _____

Property Owner Information

Company: _____

Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Fax: _____

Applicant Information (if different)

Company: _____

Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Fax: _____

If the applicant is not the owner of the property, written certification is required, signed by the owner that the applicant is the owner's duly authorized agent.

Any consultants hired to date to assist with this development project, with areas of responsibility indicated:

Name: _____ Name of Company: _____

Mailing Address: _____

Phone: _____ Email: _____

The name, registration number, and seal of land surveyor, architect or similar professional who prepared the plan if required. _____

Whitefield Tax Map: _____ Lot(s): _____

Number of acres in the parcel or portion to be involved in the project: _____

Existing Property Use (Check all that apply).

Forested: ___

Agricultural: ___

Single family home: ___

Two family home: ___

High density residential, multifamily: ___

Business: ___

Industrial: ___

Mineral extraction: ___

Other: ___

Proposed Property Use (Check all that apply).

Agricultural: ___

Single family home: ___

Two family home: ___

High density residential, multifamily: ___

Business: ___

Industrial: ___

Mineral extraction: ___

Other: ___

Detailed description of proposed use of site or building: Include floor area and/or ground coverage of proposed development area(s) and/or building(s). Include attachments of any plans, blueprints, etc.

Are There any Existing Structures on the Property? Yes: ___ No: ___

If yes, check appropriate box: Home: ___ Business: ___ Industrial: ___
Agricultural: ___ Mineral Extraction: ___

If yes, provide the following information:

Number of stories: _____ Setback from lot line 1: _____
Height: _____ Setback from lot line 2: _____
Exterior Dimensions: _____ Setback from rear lot line: _____
Setback from road: _____
Set back from Shoreland Zone or mapped wetland (if applicable): _____

Proposed Structure on the Property (check all that apply)

Home, new building (Shoreland Zone): ___ Home garage/accessory (Shoreland Zone): ___
Home addition (Shoreland Zone): ___ Business, new building: ___
Business addition: ___

Homes, additions and accessory structures only require a Development Application when in the Shoreland Zone

Provide the following information:

Number of levels above and below ground: _____ Setback from rear lot line: _____
_____ Setback from the road: _____
Height: _____ Setback from lot line 1: _____
Exterior Dimensions: _____ Setback from lot line 2: _____
Setback from rear lot line: _____
Setback from Shoreland Zone or mapped wetland (if applicable): _____

Do any of these apply to your property? (Check all that apply)

Road Easements or Rights of Way: ___ Utility Easement: ___
Waste/Sanitary Waste Easement: ___ Deed Restriction: ___
Deed Covenant: ___
Other encumbrances currently affecting or proposed to be created for the lot: ___

*Attach easements, covenants and applicable permits

Do any State or Federal laws apply to your project? Yes: ___ No: ___

If yes, explain: _____

Attach easements, covenants and applicable permits

Is your project in the Floodplain Zone (100-year flood plain) Yes: ___ No: ___

If yes, provide the Flood Insurance Rate Map (FIRM) number: _____

Is your project in the Shoreland Zone? Yes: ___ No: ___

If yes, list district:

Limited Residential: ___

Limited Commercial: ___

Resource Protection: ___

Stream Protection: ___

If yes, this project will require an additional Shoreland Zone Application to be included with this Development Application. Applications are available at the Whitefield Town Office or on the Town website: www.townofwhitefield.com

Is your project in a recorded subdivision? Yes: ___ No: ___

If yes, please list the subdivision name: _____

Is the property to be developed within 200 feet of a municipality boundary?

Yes: ___ No: ___ If yes, which municipality? _____

Driveway Entrance (check all that apply)

Driveway exists and approved by either MDOT or Road Commissioner: ___

Driveway entrance proposed: ___

Approval of Whitefield Road Commissioner required: ___

Approval of MDOT required: ___

State Road, MDOT change of use: ___

Attach copies of any approvals or permits obtained

Vehicular access into the development must be designed to provide safe access and minimize adverse traffic impacts. Explain existing or proposed access to the site: _____

Describe the parking area and include measurements of the parking area: _____

Number of employees: _____

Number and type of vehicle trips of per day: _____

How are materials delivered? _____

How are finished products removed from the property? _____

What are the types of solid waste and/or garbage will you have? _____

What are the disposal methods for solid waste and/or garbage? _____

Is there water to the building? Yes: ___ No: ___

If yes, attach the subsurface wastewater disposal system plan. In the case of an existing system, if the original design is not available, certification from the Plumbing Inspector that the system is sufficiently sized and functioning properly will be required.

Will there be water to the building? Yes: ___ No: ___

If yes, In the case of new construction include a copy of the **HHE-200 Form**, prepared by a licensed site evaluator and approved by the Plumbing Inspector.

A description of the water source for the project, including firefighting water source: _____

List all abutting property owners and their location noted on a diagram or a map. (Diagram or map on a separate paper) _____

What soil disturbance will be created in the construction of your project and how will you manage erosion/sediment? _____

What are the existing soil conditions? _____

What is the plan to control erosion during construction? _____

What is the plan to control stormwater runoff? _____

Will a vegetative buffer be used to control the quality and direction of stormwater runoff? Yes: ___ No: ___
If yes, describe the location, extent, slope and vegetation to be used to absorb surface water and if not, why will this not be necessary? _____

If the project is in the Shoreland Zone, a Shoreland Application is required and a Maine DEP certified contractor is required.

Name of contractor: _____

DEP Certification Number: _____

When finished, what amount of the property will be bare, have no vegetation on it? _____

Can you affirm that you have sufficient financial capacity and technical capacity to complete this development?
Yes: ___ No: ___

When do you propose to start the project? _____

What is the estimated time for completion? _____

Describe any noise, odor, smoke, glare, vibration, dust, electrical disturbance, activity at unreasonable hours or other nuisance that would disturb people on neighboring properties that may be generated by this development: _____

What are the plans to eliminate these disturbances if they are present? _____

Describe any outdoor lighting: _____

Will outdoor lighting be designed to minimize glare and reflection on adjacent properties and traveling public?
Yes: ___ No: ___ What are the plans to reduce glare and reflection? _____

Describe any proposed signs: _____

What materials will be stored on site? _____

What chemicals, pesticides or herbicides or hazardous materials will be used or stored on the site? _____

How will these substances be handled on the site? _____

How and where will these substances be disposed of? _____

Will petroleum, oil, or propane be stored on the site? (other than a heating oil tank smaller than 330 gallons or propane tank 200 gallons or smaller)

If yes, describe types and volume of products: _____

Which State or Federal permits, registrations, notifications or approvals are required to store or handle petroleum, oil or propane are associated with this development? _____

If an underground oil or fuel storage facility is proposed, provide the Maine DEP registration number:

Is a U.S. Environmental Agency Spill Prevention Control and Countermeasure (SPCC) Plan required?

Yes: ___ No: ___

If yes attach the copy of SPCC plan

List all other applicable license, permit or registration numbers for petroleum, oil or propane storage, including but not limited to the Maine Fuel Board: _____

If a Fire Marshall permit is required for construction of above ground oil storage tank(s) provide permit number: _____

What types of machinery will you be operating:

What hours do you expect to be operating? _____

Provide a drawing of the proposed building(s): (attach separate paper with the following)

Ground floor dimensions - elevation - basic sketch of the finished building

Provide a map/diagram of the property of the proposed development

Attach and show the following on the map:

1. Project name, north arrow, date, and if possible, scale and legend
2. Existing and proposed buildings, structures with measurements
3. Show distances of buildings from lot lines and road
4. Measurements of all lot lines including road frontage
5. Utility lines, utility poles, culverts and drainage ways
6. Location of sanitary waste facilities (septic) and wells
7. Location of vehicle access roads, parking and loading areas
8. Names and locations of abutting landowners
9. Rights of Way
10. Note steep areas, low areas, general lay of the land
11. Proposed and existing landscaping, including stone walls, fencing, shrub lines, etc.
12. Distance of proposed project from Shoreland Zone areas, streams or mapped wetlands areas

Are you requesting a waiver for any requirement? Yes: ___ No: ___

If yes, a Waiver Request Application is required. Waiver Request Applications are available at the Whitefield Town Office or on the Town website, www.townofwhitefield.com

Professional Review:

If the need to ensure this application complies with the ordinance, the Planning Board may hire a professional of its choice to conduct an independent analysis of any portion of this application. In such instances, the Board shall choose a professional, obtain an estimate for the work, and notify the applicant that the amount of that the estimate must be paid to the Town of Whitefield before further consideration is given to the application. No work will be

initiated until the applicant pays the estimated amount to the Town. Following completion of the work, the applicant will either be billed for any cost incurred over the estimate or refunded any remaining balance. To the best of my knowledge, I certify that all the information in this Development Application is accurate and complete. I agree to comply with the Town of Whitefield Ordinances. I understand that no work should commence until this application has been approved by the Planning Board. If the Board requires more information or a different form of application, they will inform me in writing.

Any deviations from these plans will require an amendment to this application. Permission is granted to the CEO to make necessary inspections during construction.

Incomplete applications cannot be approved, and you will be notified in writing to provide the missing information.

The project must be at least 15% complete within one year of the approval date. If the work does not reach 15% completion within one year, a new Development Application will be required.

Signature of Owner/Applicant: _____
Printed Name: _____ Date: _____

I hereby certify that the work proposed in this application is authorized by the owner of the property and that I have been authorized by the owner to make this application.

Signature of Owner's agent: _____
Printed Name: _____ Date: _____