



# Town of Turner, Maine

11 Turner Center Rd. Turner, Maine 04282 – 207-225-3414 - [www.turnermaine.com](http://www.turnermaine.com)

## Application Completeness Checklist

### Site Plan Review

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project File Number: \_\_\_\_\_

Applicant: \_\_\_\_\_

- \_\_\_ 1. Executed and signed copy of the application
- \_\_\_ 2. Name of owner(s) of record and address/applicant's name and address, if different
- \_\_\_ 3. Names and addresses of all property owners within 100 feet of the property's edge
- \_\_\_ 4. Sketch map
- \_\_\_ 5. Boundaries of all contiguous property under the control of the owner/applicant
- \_\_\_ 6. Tax map and lot number
- \_\_\_ 7. Right, title or interest
- \_\_\_ 8. Name, registration number and seal of the land surveyor, architect, engineer and/or person who prepared the plan
- \_\_\_ 9. Certificate that the applicant is not in violation of any town ordinances, regulating land use
- \_\_\_ 10. Zoning classifications of the property and the location of zoning district boundaries

- \_\_\_ 11. The bearings and distances of all property lines of the property to be developed, and the source of this information.
- \_\_\_ 12. Location and size of any existing sewer and water mains, culverts and drains
- \_\_\_ 13. Location, names and present widths of existing street and right-of-ways within, or adjacent to the proposed development.
- \_\_\_ 14. Location, dimensions and ground floor elevations of all existing buildings
- \_\_\_ 15. Location and dimensions of existing driveways, streets and parking/loading areas and walkways
- \_\_\_ 16. Location of intersecting roads or driveways within 200 feet of the site
- \_\_\_ 17. The location of open drainage courses, wetlands, significant wildlife habitats, known or potential archeological resource, historic buildings and sites, significant scenic areas, mapped sand and gravel aquifers, rare and endangered animals, and other important natural features.
- \_\_\_ 18. Direction of existing surface water drainage across the site
- \_\_\_ 19. Location of the 100 year floodplain and its elevation
- \_\_\_ 20. Location and dimensions of existing and proposed signs
- \_\_\_ 21. Location and dimensions of any existing easements and copies of existing covenants or deed restrictions
- \_\_\_ 22. Location, dimensions, design and exterior materials of all proposed building and structures
- \_\_\_ 23. All existing and proposed setback dimensions
- \_\_\_ 24. Size, location, direction, and intensity of illumination, method of installation of all major outdoor lighting apparatus
- \_\_\_ 25. Type, size and location of incineration devices
- \_\_\_ 26. Type, size and location of all machinery likely to generate appreciable noise at lot lines
- \_\_\_ 27. An on-site soils investigation report

- 28. Type and location of water supply to be used
  
- 29. Amount and type of any raw, finished or waste minerals to be stored outside of the roofed buildings, including their physical and chemical properties, if applicable
- 30. Existing contours and proposed finish grade elevations of the entire site/system of drainage proposed to be constructed
- 31. Locations, type and size of all curbs, sidewalks, driveways, fences, retaining walls, parking spaces areas, and the layouts thereof, together with their dimensions
- 32. Landscape plan
  
- 33. Existing, or proposed, rights-of-way, easements and other legal restrictions
  
- 34. Property lines of all properties abutting the proposed development, including those properties across the street, with name and addresses of owners
- 35. Estimated peak hour traffic to be generated by the proposal
  
- 36. Existing traffic counts and volumes on surrounding roads
  
- 37. Traffic accident data
  
- 38. The capacity of surrounding roads, and any improvements which may be necessary on such roads to accommodate anticipated traffic generation
- 39. Need for traffic signals and signs, or other directional markers to regulate anticipated traffic
- 40. Approved driveway/entrance permit by Maine Department of Transportation
  
- 41. Existing and proposed method of handling storm water runoff
  
- 42. Direction of flow of the runoff through the use of arrows
  
- 43. Location, elevation and size of all catch basins, dry wells, drainage ditches, swales, retention basins and storm sewers
- 44. Engineering calculations used to determine drainage requirements
  
- 45. Erosion and sedimentation control plan

\_\_\_ 46. Ground water impact analysis

\_\_\_ 47. Utility Plan

\_\_\_ 48. Location, width, typical cross-section, grades and profiles of any proposed streets and sidewalks

\_\_\_ 49. Construction drawings for streets, sanitary sewers, water and storm drainage systems

\_\_\_ 50. Cost of the proposed development and evidence of financial capacity to complete it

\_\_\_ 51. Phosphorus control plan

\_\_\_ 52. Application fee