

Town of Poland, Maine

Road Construction Application.

PROJECT NAME: _____

Date of Planning Board Review: _____ / _____ / _____ Application # _____

LOT INFORMATION:

Tax Assessor's _____ Map # _____ Lot # _____ Sub lot # _____

Watershed: _____

Road Location: _____

Lot Size: _____ Acres or Sq. Ft. Existing Road Frontage: _____
Ft.

Year lot created: _____ (If unknown, give best estimate with "est." after date)

Zoning District(s): _____ Flood Zone: _____ Aquifer Overlay: _____

Current use of lot(s): _____

LAND OWNER(s):

Name(s) _____

Company _____

Mail Address: _____ Main Phone: _____ - _____

Town/State/Zip _____ Alternate Phone: _____ - _____

APPLICANT or CONTACT PERSON:

Applicant is: ☐ Landowner ☐ Contractor ☐ Buyer

If applicant is the landowner, write "Same" below and continue to next block below. If not the landowner, submit a letter of permission to construct on or use the land, or copy of a contract to buy from the landowner, along with the following information:

Name(s): _____

Company _____	
Mail Address: _____	Main Phone: _____ - ____ - ____

Town/State/Zip _____	Alternate Phone: _____ - ____ - ____

<u>THIS APPLICATION IS FOR:</u>		(Check all that apply)	<input type="checkbox"/> Arterial
<input type="checkbox"/> New Road	<input type="checkbox"/> Commercial	<input type="checkbox"/> Collector	
<input type="checkbox"/> Lengthening of Road	<input type="checkbox"/> Residential	<input type="checkbox"/> Minor	
<input type="checkbox"/> Improvements to Road	<input type="checkbox"/> Government	<input type="checkbox"/> Private	
<input type="checkbox"/> Re-establishment of Road Community	<input type="checkbox"/> Manufactured	Home	

Proposed Development

DEVELOPMENT INFORMATION

1. Size of right-of-way development: _____ Sq. Ft.
2. Amount of impervious surfaces: _____ Sq. Ft.
3. Wetlands to be impacted: _____ Sq. Ft.

SUBMISSIONS:

1. **Attach drawings and/or statements describing the following items, if applicable:**
 - a. Provide a copy of deed or buyer's agreement and Tax Assessor's information card.
 - b. Provide a map of the general area showing land features within at least ½ mile of this lot.
 - c. Provide site plan(s) of your lot with existing development and its dimensions shown.
 - d. Provide plans of new development as described in submission checklist.
 - e. Provide a statement of who will own the road once completed.
 - i. List landowner(s) and address(es) by map and lot numbers,
 - ii. List officers and addresses for a road association,

Or

 - iii. A statement that road is to be brought before the town for a vote to take it over.
 - f. If road is to remain private and to have a graveled surface, submit an approval statement from the municipal officers and the road commissioner.
2. **List all state and federal approvals, permits, and licenses required, if any, for the project:**
 - a. This may include but is not limited to:
 - i. Maine Department of Transportation (MDOT) road entrance permit,
 - ii. Maine Department of Environmental Protection (MDEP) permits,

iii. Army Core of Engineers (ACOE) permits, etc.

DISCLOSURE: (READ BEFORE SIGNING)

1. I hereby acknowledge that I have read this application and pertinent sections of the ordinances, and state that the information in this document is to the best of my knowledge true and accurate. I agree to comply with all the Town of Poland's ordinances and the State of Maine's statutes regulating the activities sought in this application as well as any permit(s) approved for this application.
2. I understand that all building construction of structures shall conform to the Maine Uniform Building & Energy Code and the NFPA -101 Life Safety Code 2009
3. I understand that any approval is valid for only the use(s) as specified in this application. The permitting authority must approve any change(s) made to the use(s) sought in the application. Any approval issued for this application is approved on the basis of truthful information provided by the applicant(s), and as allowed by the ordinances of the town.
4. I understand that it is my responsibility to assure that the lot(s) description herein accurately describes its ownership, its boundary lines, and the setback measurements from the legal boundary lines.
5. I understand that I have the burden of proof as to the legal right to use the property, and that approval of this application in no way relieves me of this burden. Any approval issued does not constitute a resolution in favor of me or the landowner in any matters regarding the property boundaries, ownership, or similar titles.
6. I understand that all necessary **Building, Construction, and Use Permits** shall be secured from the Code Enforcement Office after the Planning Board grants approval of this application.
7. I understand that a **Certificate of Occupancy or Compliance** shall be required prior to the start of any use or occupancy of any structures associated with this application unless a signed written waiver is issued with the permit. Fines and penalties may be issued if use or occupancy is started prior to the issuance of the certificate.
8. I understand that the **approval becomes invalid if** construction or use has not commenced within twelve (12) months of the approval date, construction is suspended for more than six (6) months and no notice for just cause is submitted prior to the end of the six (6) months, or it is found that false statements have been furnished in this application.
9. I understand that if I fail to comply with the aforementioned statements, a "STOP WORK" order may be issued for which I will immediately halt any construction and/or use(s) that are approved for this application. This failure may also require that I return the property to its natural state or as closely thereto before the use(s) was/were approved.
10. I understand that failure to follow these requirements will lead to Violation Notices and Citations that have fines and penalties. This in turn can lead to civil proceedings in District Court.
11. I understand that **all state and federal permits** are entirely my responsibility as the applicant and/or owner.

Applicant's Signature

Date

Applicant's Signature

Date

Road Entry and Construction Fees

Type of fee	Amounts	Units or Comments
Application	\$ 100.00	Plus fees below
Culvert – Town installed	\$ 250.00	Plus cost of culvert & \$20 per linear ft.

1. **Reduced Fees:** The Planning Board may, upon application therefore, allow reduced total site review fees to \$50.00 in any case which it determines that the work for which the permit is sought will be performed within the Shoreland Zone. The project shall be intended solely for the purpose of protecting a Great Pond, Stream, River, or other Natural Resource through the implementation of Conservation, Best Management Practices, or other environmental safeguards. Also, the project shall not result in the enlargement of any building or structure or an intensification of the existing use of the property.
2. **Review and Inspections Escrow Funds** may be collected to pay for professional reviews and advice requested by the Planning Board or Code Enforcement Officer, related to the applicant's proposed development. Review escrow funds deposited by the applicant not spent during the course of the Town's review, shall be returned to the developer within sixty days after the Planning Board's decision on the application is final. If professional review and advice fees exceed the amount deposited, the developer shall pay the amount outstanding before final approval or any permit is granted.

The following list is a short summary of the information required in Chapter 8 of the Comprehensive Land Use Code for the Town of Poland, Maine. Please check in the left-hand columns if the information has been provided, if you request a waiver from submitting the information, or you believe the information is not applicable to your application. If a waiver(s) is requested, or the information is not applicable, a written explanation is required.

For Applicant Use			Chapter 8 Street Construction Standards Submission Checklist	For Planning Board Use			
Provided	Waiver Request	Not Applicable		Received	On File	Waived	Not Applicable
			805.1 Submission Requirements				
			<ul style="list-style-type: none"> Stable base transparency original plus at least 9 copies of plans, drawings, and illustrations 				
			<ul style="list-style-type: none"> Digital Copy of Plans 				
			<ul style="list-style-type: none"> Extra copies if road to be a public road 				
			<ul style="list-style-type: none"> Planning Board signature block as per ord. 				
			A. Name of applicant				
			B. Name(s) of owner(s) of road land				
			<ul style="list-style-type: none"> Name of street 				
			C. Statement of legal encumbrances				
			D. Anticipated start and completion date				
			E. Statement on nature & volume of daily traffic				
			805.2 Plans				
			A. Scaled 1"=50' horiz. 1"=5' vert.				
			B. Magnetic North or grid North depicted				
			C. Center line profile and cross section of road				
			D. Point of beginning & end with centerline stations				
			E. Existing R-O-W and structures shown				
			F. Meets & bounds shown				
			G. Abutting lots (numbered if part of subdivision) and names of owners shown				
			H. All waterways (including wetlands) & water bodies shown				
			I. Kind, size, location, profile, & cross section of drainage shown				
			J. Erosion control plans type & location shown				
			K. Horiz. & vert curves data				
			K.1 Horiz. along centerline as angle of 100' cord				
			K.2 Vert along centerline w approach & departure gradient as a percent.				
			L. Sidewalks and curbing				
			M. Location of existing & proposed utilities				
			M.1 Water & sewer				
			M.2 Drains, pipes, & culverts				
			M.3 Overhead power & telecommunications				
			M.4 Underground power & telecommunications				
			M.5 Street lights and traffic signals				
			N. Names of proposed new street(s)				
			O.1 Horiz. 1983 Datum (NAD83), U.S. Foot as Unit				
			O.2 Vertical 1988 Datum (NAVD88), U.S Foot as Unit				
			P. Two Monuments with Vert. & Horiz. Coordinates				

Authorized Signature _____
Planning Board Chair

Date

Town of Poland, Maine
Board of Selectmen
P.O. Box 38
Poland, Maine 04274-0038

Application for Road Name

Applicant: _____
Mail Address: _____ Work Phone: _____
Town/State/Zip: _____ Home Phone: _____
Nearest Existing Road: _____
Map # _____ Lot # _____ Sub-lot # _____

Name request for new road: _____

I hereby acknowledge that I have read this application and pertinent sections of the ordinances, and state that the information in this document is to the best of my knowledge true and accurate.

_____ / /

CEO STATEMENT:

I have checked the road name list and find that there is no other road using this name and that there are no other roads with similar sounding names.

_____/_____/_____
CEO's Signature
Date

PLANNING BOARD

The Planning Board ☐ does ☐ does not
recommend this road name.

Chair

_____/_____/_____
Date

BOARD OF SELECTMEN

The Board of Selectmen ☐ do ☐ do not
approve this road name.

Chair

_____/_____/_____
Date

Town of Poland, Maine
PLANNING BOARD AGENDA REQUEST

Date of meeting you are requesting to be scheduled for: ____/____/____

Meetings are normally conducted from 7:00 to 10:00 PM in the Municipal Conference Room at the Town Office

Map _____ Lot _____ Sub-lot _____

Applicant's Name: _____

Mailing Address: _____

Town, State, Zip: _____

Home Phone: _____ Hours: _____

Work Phone: _____ Hours: _____

Type of application: ____ Sketch Plan ____ Site Review ____ Shoreland ____ Subdivision ____ Informational

Road location for project: _____

Zoning: _____ Lake Watershed: _____

Nature of business to be discussed (*Brief description*): _____

IMPORTANT - READ CAREFULLY:

This Office must receive the original application, plus thirteen (13) copies, a digital PDF copy (on either cd or usb), and appropriate fees by Friday at 1:00 p.m., eleven (11) days before the stated meeting to be put on the upcoming agenda.

- New business is scheduled on the agenda in the order this office receives this form.
- If you want your application reviewed for contents prior to the meeting, it must be in this office 14 days before the meeting.
- Should the Board choose to adjourn before all business is addressed, all remaining business will be tabled until the next available meeting.
- Unfinished business is conducted before new business is addressed.

Applicant's Signature: _____ Date: ____/____/____

OFFICE USE ONLY:

Request Taken By: _____ Date: ____/____/____ Time: ____:____ a.m. p.m.