

Town of Porter
Article 6 Checklist for Subdivision - PRELIMINARY PLAN

Subdivision Name _____

Date _____

This checklist has been prepared to assist applicants in developing their applications. It should be used as a guide in assembling the information necessary for a complete application. However, the checklist does not substitute for the requirements of **Article 6** of the Subdivision Regulations. The Planning Board also will be using the checklist to make sure that your application is complete. Indicate if the information has been submitted or if it is requested to be waived. If you feel that information is not applicable to your project, please indicate in the second column. The perimeter survey, subdivision plan and engineering plans may be contained on the same drawing. However, detailed engineering drawings such as road profiles, drainage swales and erosion/sedimentation plans may best be presented on a separate sheet or sheets.

Note that this checklist only covers the submission requirements for a *preliminary plan for major subdivision*. It does not address the standards that the preliminary plan must meet. There is also a checklist (**Article 10**) which addresses the performance and design standards which the applicant may find of assistance.

Shaded boxes indicate that the action is not recommended to be taken by the Applicant or the Planning Board.

SUBDIVISION REGULATIONS		Submitted by Applicant	Not Applicable per Applicant	Not Applicable per Planning Board	Applicant Requests to be Waived	Waived by Planning Board	Received by Planning Board
6.2.A	Application Form and Proof of Payment of Fees						
6.2.B.	LOCATION MAP						
B.1.	Existing subdivisions in the proximity of proposed subdivision						
B.2.	Locations and names of existing and proposed streets						
B.3.	Zoning boundaries and designations						
B.4.	Outline of proposed subdivision and owner's remaining contiguous land						
6.2.C.	PRELIMINARY PLAN Copies and Scale						
C.	Five (5) copies of all maps and/or drawings printed or reproduced on paper; Scale not smaller than 1"= 100'; for subdivision more than 100 acres, not smaller than 1"= 200'						
6.2.D.	APPLICATION REQUIREMENTS						
D.1.	Name of subdivision, name of town and assessor's map and lot number(s)						

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D.2.	Verification of right, title or interest in property						
D.3.	Standard boundary survey with bearings and distances, corners marked by monuments						
D.4.	Copy of most recently recorded deed; all restrictions, easements, rights-of-way and other encumbrances						
D.5.	Deed restrictions on proposed new lots or dwellings						
D.6.	Type of sewage disposal						
D.6.a	Test Pit Analysis						
D.6.b	Map of locations of dug Test Pits						
D.6.c	Written statement from Sewer District re: capacity						
D.7.	Type of water supply system(s)						
D.7.a	Water Department letter re: capacity						
D.8.	Date plan prepared, north point and graphic map scale						
D.9.	Names and addresses of record owner, subdivider, plan preparer(s) and adjoining property owners						
D.10.	High intensity soil survey by Certified Soil Scientist						
D.10.a	All wetlands identified (required by statute)						
D.11.	Total acres in subdivision; location of property lines, existing building(s), vegetative cover type and other essential physical features						
D.12.	All rivers, streams and brooks within and adjacent to subdivision; designation of great pond watershed						
D.13.	Topographic contour lines specified by Planning Board						
D.14.	Zoning district(s) and boundaries						
D.15.	Location and size of existing and proposed sewers, water mains, culverts and drainageways on and adjacent to subdivision						

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D.16.	Location, name and widths of existing streets and highways						
D.17	Width and location of streets, open space, and public improvements within the subdivision						
D.18.	Proposed lot lines, approximate dimensions and lot areas						
D.19.	Parcels of land proposed to be dedicated to public use; condition of such dedication						
D.20.	Open space to be preserved; proposed ownership, improvements, management						
D.21.	Area of each lot permitting forest clearing and lawn planting						
D.22.	100-year flood elevations in flood prone areas						
D.23.	Hydrogeologic assessment for subdivision not served by sewer and if any part of subdivision is over a sand and gravel aquifer, or (See 23.b)						
D.23.a	Hydrogeologic assessment if part of the subdivision is located over a sand and gravel aquifer						
D.23.b	Hydrogeologic assessment if part of the subdivision is located over riparian habitats						
D.23.c.	Hydrogeologic assessment if average density is more than one dwelling unit per 100,000 sq. ft.						
D.23.d.	Hydrogeologic assessment if Board determines potential adverse impacts on ground water quality						
D.24.	Vehicular trip generation rates						
D.25.	Traffic impact analysis						
D.26.	High or moderate value wildlife habitat within or adjacent to the subdivision						
D.27.	If the proposed subdivision is within the direct watershed of a great pond AND it qualifies, then the simplified phosphorus control review procedure is required, including a long term maintenance program for phosphorus control. See Article 10.13						

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D.28.	Areas within or adjacent to subdivision eligible to be listed on National Register of Historic Places						
D.29.	Mapping of all farmland within the subdivision has been identified						
ADDITIONAL INFORMATION							
	Planning Board may require additional information where it is determined necessary by the Board to meet criteria of the State Subdivision Statute Title 30-A M.R.S.A., §4404.						