

TOWN OF BOWDOINHAM

SUBDIVISION SUBMISSION CHECKLIST

Please Reference 30-A M.R.S.A. §4404 and Article 9 of the Land Use Ordinance

INSTRUCTIONS: All materials must be submitted at least twenty-one (21) days prior to the meeting at which it is to be considered. Thoroughly complete all applicable sections of this checklist and review the Land Use Ordinance. Materials can be submitted as physical documents or digitally; printing fees may apply. If an application type is not applicable, please check "NO" and write "N/A" in the application type section. The Approval Criteria Narrative is required for all Application Tiers/Types.

WAIVERS: If you would like to request a waiver for a particular standard, please check "NO" and write "WAIVE" in the waiver section. The Board may require information, in writing and as an attached document, as to why a waiver request was made, and how the applicant may otherwise meet the standards. Application forms and evidence of right, title, and interest may not be waived. The recording plan, to be recorded at the Registry of Deeds upon final approval, shall indicate in writing the specific waivers granted and the date on which they were granted by the Board.

QUESTIONS: Please refer to 30-A M.R.S.A. §4404, Article 9 and Appendix 4 of the Land Use Ordinance, or contact us at:

ceo@bowdoinham.com • planning@bowdoinham.com • www.bowdoinham.com

Tel: (207)666-5531 • Fax: (207)666-5532 • 13 School Street, Bowdoinham, ME 04008



APPLICANTS NAME:

APPLICANTS MAILING ADDRESS:

PHONE NUMBER:

EMAIL:

LOCATION OF PROPOSAL:

TAX MAP:

PROJECT DESCRIPTION:

DATE SUBMITTED:

(STAFF) DATE RECEIVED:

CHECKLIST OVERVIEW:	
SITE INVENTORY AND ANALYSIS	
<ul style="list-style-type: none"> • Site Locus Map • Site Inventory Plan (Map) 	<ul style="list-style-type: none"> • Site Analysis Map • Site Analysis Narrative
SUBDIVISION APPLICATION	
<ul style="list-style-type: none"> • Approved Site Inventory and Analysis • Complete Application Form • Evidence of Right, Title, and Interest • Evidence of Payment 	<ul style="list-style-type: none"> • Location Map • Subdivision Plan • Street and Environmental Plans • Approval Criteria Narrative
SUBDIVISION PLAN	
<ul style="list-style-type: none"> • Site Location Map • Site Inventory Plan (Map) 	<ul style="list-style-type: none"> • Site Analysis Narrative • Notes and Conditions of Approval
SUPPORTING DOCUMENTS	
<ul style="list-style-type: none"> • Deeds for all Subdivided Properties • Public Water Supply Approval • Septic and Well Plans • Hydrogeologic Assessment • High Intensity Soil Survey • Stormwater Management Plan • Major Subdivisions Only: Municipal Construction, Maintenance, and Financing Estimates 	<ul style="list-style-type: none"> • Erosion and Sedimentation Control Plan • Street Maps and Traffic Plans • Owners Association Documents • Open Space Plan and Documents • Performance Guarantees • Municipal Approval
FINAL APPROVAL AND FILING	
<ul style="list-style-type: none"> • Signed Approval Documents 	<ul style="list-style-type: none"> • Recording Plat (Final Subdivision Plan)
<p>Filing the Plan: The applicant shall be responsible for recording the signed final plan in the Registry of Deeds. Any subdivision plan not recorded in the Registry of Deeds within ninety (90) days of the date upon which the plan is approved and signed by the Board shall become null and void. Once the final plan is recorded at the Registry of Deeds the applicant shall submit a paper copy of the recorded plan to the Town for the Town's permanent records.</p>	

MINIMUM APPLICATION FEES:	
APPLICATION TYPE	MINOR AND MAJOR SUBDIVISIONS
Site Inventory and Analysis	\$100.00
Subdivision Plan	\$300.00 / Lot or Dwelling
Technical Review (Escrow)	\$200.00 / Lot or Dwelling
Performance Guarantees	Determined by Municipality
Amendment (No New Lots or Dwellings)	\$150.00
Amendment (New Lots or Dwellings)	\$150.00 / Lot or Dwelling
MINIMUM FEE	\$1600.00 (3 Lot Subdivision)
<p>NOTE: Additional fees may apply. Performance Guarantees will be determined as part of the municipal review process. Mailing and noticing fees will be billed to the applicant. Please see Page 3 of the Planning Board Application Permit form for more billing options.</p>	

SITE INVENTORY AND ANALYSIS (MAJOR AND MINOR):				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.D.1.) Site Inventory and Analysis.	X	
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
NOTE: Minor Subdivisions may waive this section with Board Approval				
		(9.D.1.b.i-iv.) Eleven (11) copies of a Site Locus Map drawn at a size adequate to show the relationship of the proposed subdivision to the adjacent properties, and to allow the Board to locate the subdivision within the municipality. The location map shall show:		
		Existing subdivisions in the proximity of the proposed subdivision;		
		Locations and names of existing streets;		
		An outline of the proposed subdivision and any remaining portion of the owner's property if the formal application will cover only a portion of the owner's entire contiguous holding;		
		The Tax Map and Lot number of the parcel proposed to be subdivided.		
		(9.D.1.c.i-xiii.) Eleven (11) copies of an accurate scale Site Inventory Plan of the parcel at a scale of not more than fifty (50) feet to the inch showing the existing conditions of the area proposed to be subdivided based upon published sources and showing the following:		
		The proposed name of the development, north arrow (True Meridian), date, and scale;		
		The boundaries of the parcel based upon a standard boundary survey prepared by a registered land surveyor and giving the bearings and distances of all property lines;		
		Existing restrictions or easements on the site (if none, so state);		
		The general topography of the site including an indication of those areas where the slope is likely to be greater than 20%;		
		The major natural features of the site and within five hundred (500) feet of the site, including wetlands, vernal pools, streams, ponds, floodplains, groundwater aquifers, significant wildlife habitats, scenic views or areas, significant geological features, or other important natural features;		
		A medium intensity soil survey superimposed on the subdivision plan. The Planning Board may require the submission of a high intensity soils survey with the preliminary plan if it determines that a high intensity survey is needed to evaluate the appropriate use of the property;		
		Vegetative cover conditions on the property as depicted on a current aerial photo of the site;		
		The general drainage pattern of the site and adjacent areas within five hundred (500) feet of the site;		
		Existing buildings, structures, or other improvements on the site including streets, driveways, stone walls, fences, trails, and cemeteries (if none, so state);		
		Locations of all culturally, historically or archaeologically significant buildings, features, or sites;		
		The location and size of existing utilities or improvements servicing the site (if none, so state);		

SITE INVENTORY AND ANALYSIS (MAJOR AND MINOR – CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		Any potential sources of fire protection water supply within one half mile of the site including public water mains, existing fire ponds, or possible sources of water supply;		
		The visual character of the site including existing conditions along existing streets, property lines, and water bodies, and the location and nature of scenic views of the parcel and/or from the parcel that should be considered in the design of the subdivision.		
		(9.D.1.d.i-v.) Eleven (11) copies of a Site Analysis Map at the same scale as the inventory plans (see B above) highlighting the opportunities and constraints of the site in a bubble diagram or annotated format. This map should enable the Planning Board to determine:		
		Which portions of the site are unsuitable for development or use (Primary Conservation Areas);		
		Which areas of the site have potential conservation or open space value (Secondary Conservation Areas) that should be addressed in the subdivision plan;		
		Which portions of the site are unsuitable for on-site sewage disposal;		
		Which areas of the site may be subject to off-site conflicts or concerns (noise, lighting, traffic, etc.);		
		Which areas are well suited for the proposed use.		
		(9.D.1.e.) Eleven (11) copies of a Site Analysis Narrative describing the existing conditions of the site, the constraints and opportunities created by the site, the open space conservation potential of the site, and the proposed development. This submission should include any preliminary studies done relative to the site including wetland delineations, traffic studies, market studies, or other information that will help the Board understand the project.		

SUBDIVISION PLAN (MAJOR AND MINOR):				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.D.2.) Subdivision Plan.	 	
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.D.2.a.) The application for preliminary plan approval shall include eleven (11) copies of the required information.		
		(9.D.2.b.i-ii.) Completed application form.		
		(9.D.2.c.) Location map drawn at a scale of not more than 500 feet to the inch showing the relationship of the proposed subdivision to the adjacent properties, to allow the Board to locate the subdivision within the Town, and:		
		Existing subdivisions within 1000 feet of the proposed subdivision;		
		Locations and names of existing and proposed streets within 1000 feet;		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	APPLICATION TYPE:	WAIVER:	STAFF:
		Boundaries and designations of land use districts within 1000 feet;		
		An outline of the proposed subdivision and any remaining portion of the owner's property if the preliminary plan submitted covers only a portion of the owner's entire contiguous holding.		
		(9.D.2.d.i-xvi.) Subdivision plan submitted in full-sized copies of one or more maps or drawings or more if requested by the Board, which may be printed or reproduced on paper, with all dimensions shown in feet or decimals of a foot. The preliminary plan shall be drawn to scale of not more than one hundred feet to the inch and should show the following:		
		A boundary survey of the parcel, giving complete descriptive data by bearings and distances, made and certified by a registered land surveyor. The corners of the parcel on the Right of Way shall be located on the ground and marked by monuments. The plan shall indicate the type of monument found or to be set at each lot corner;		
		The date the plan was prepared, north point, and graphic map scale;		
		The names and addresses of the record owner, applicant, and individual or company who prepared the plan, and adjoining property owners;		
		A high intensity soil survey, if required by the Board;		
		All wetland areas regardless of size shall be identified on the survey by a soil scientist or other recognized professional as determined by the Board;		
		The number of acres within the proposed subdivision, location of property lines, existing buildings, vegetative cover type, and other essential existing physical features. The location of any trees larger than 24 inches in diameter at breast height shall be noted on the plan. Any contiguous forested area with more than five trees greater than 24 inches in diameter at breast height shall be depicted as a group on the plan. On wooded sites, the plan shall indicate the area where clearing for lawns and structures shall be permitted and/or any restrictions to be placed on clearing existing vegetation;		
		The area on each lot where existing forest cover will be permitted to be converted to lawn, structures or other cover and any proposed restrictions to be placed on clearing existing vegetation.		
		The location of all rivers, streams, brooks, wetlands and vernal pools within or adjacent to the proposed subdivision;		
		Contour lines at one or two foot intervals, specified by the Board, showing elevations in relation to mean sea level;		
		The location and size of existing and proposed sewers, water mains, culverts, and drainage ways on or adjacent to the property to be subdivided;		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	APPLICATION TYPE:	WAIVER:	STAFF:
		The location, names, and present widths of existing streets and highways within 300 feet of any proposed intersection, and existing and proposed easements, building lines, parks and other open spaces on or adjacent to the subdivision. The plan shall contain sufficient data to allow the location, bearing and length of every street line, lot line, and boundary line to be readily determined and be reproduced upon the ground. These lines shall be tied to reference points previously established. In order to facilitate the addition of the subdivision into the municipal property records, this information shall also be made available in a format compatible with the assessor's records;		
		The width and location of any streets, public improvements or open space shown upon the official map and the comprehensive plan, if any, within the subdivision;		
		The location of any open space to be preserved;		
		All parcels of land proposed to be dedicated to public use and the conditions of such dedication;		
		If any portion of the subdivision is in a flood-prone area, the boundaries of any flood hazard areas and the 100-year flood elevation, as depicted on the municipality's Flood Insurance Rate Map, shall be delineated on the plan;		
		Areas within or adjacent to the proposed subdivision which have been identified as high or moderate value wildlife habitat by the Maine Department of Inland Fisheries and Wildlife or within the comprehensive plan;		
		Areas within or adjacent to the proposed subdivision which have been designated to have a critical natural area by the Maine Natural Areas Program or within the comprehensive plan;		
		The location of all test pits dug on the site;		
		The land use district, if any, in which the proposed subdivision is located and the location of any land use boundaries affecting the subdivision;		
		The proposed subdivision lot lines and lot areas as well as building envelopes and setback requirements;		
		Any area designated as a site of historic, prehistoric, or archeological importance by the Comprehensive Plan or the Maine Historic Preservation Commission together with information about the significance of the site;		
		Additional information, where the Board finds it necessary in order to determine whether the criteria of Title 30-A M.R.S.A., §4404 are met;		
		The location of disposal for land clearing and construction debris;		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	APPLICATION TYPE:	WAIVER:	STAFF:
		(9.D.2.d.xxiv.A-C.1-8.) Street plans showing a plan view, profile, and typical cross-section of the proposed streets. The plan view shall be at a scale of one-inch equals no more than fifty feet, with the vertical scale of the profile at a scale of one-inch equals no more than five feet, and shall include the following:		
		Date, scale, and north point, indicating magnetic or true;		
		Intersections of the proposed street with existing streets;		
		Roadway and right-of-way limits including edge of pavement, edge of shoulder, sidewalks, and curbs;		
		Kind, size, location, material, profile and cross-section of all existing and proposed drainage structures and their location with respect to the existing natural waterways and proposed drainage ways;		
		Complete curve data shall be indicated for all horizontal and vertical curves;		
		Turning radii at all intersections;		
		Centerline gradients;		
		Size, type and locations of all existing and proposed overhead and underground utilities, to include but not be limited to water, sewer, electricity, telephone, lighting, and cable television.		
		(9.D.2.d.xxv.A-C.) The following notes as appropriate shall appear on the recorded plan:		
		“The developer of the subdivision does not intend to offer the street(s) shown on this plan for acceptance by the Town Meeting as a public street(s).”		
		“The Town of Bowdoinham shall not be responsible for the maintenance, repair, plowing, or similar services for the private road(s) shown on this plan.”		
		“Any private road shown on this plan shall not be accepted as a public street by the Town of Bowdoinham unless approved at a duly called Town Meeting.”		
		(9.D.2.d.xxvi.A-E.) Conditions of Approval. The following notes shall appear on the recording plat of every plan, unless otherwise determined by the Planning Board:		
		“The property shown on this plan may be developed and used only as depicted on this approved plan. All elements and features of the plan and all representations made by the applicant concerning the development and use of the property which appear in the record of the Planning Board approval are conditions of approval. No change from the conditions of approval is permitted unless an amended plan is submitted and approved under the provisions of this Ordinance governing revisions to approved plans.”		
		“No changes, erasures, modifications, or revisions shall be made in this final plan after approval has been given by the Board and endorsed in writing on the plan, unless the revised final plan is first submitted and the Board approves any modifications.”		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	APPLICATION TYPE:	WAIVER:	STAFF:
		“Failure to complete a substantial start of construction of this subdivision within five years of the date of approval and signing of the plan shall render this plan null and void.”		
		“The applicant/developer must provide the Town with a signed and sealed letter from a professional engineer, which states that the subdivision road has been constructed to the Town’s Street Design Standards and Street Construction Standards. The Code Enforcement Officer shall not issue a building permit for a lot within the subdivision until this requirement is met.”		
		“The applicant/developer must adhere to the following Articles of the Land Use Ordinance: Article 9.E – Final Approval & Filing, Article 9.H – General Provisions, and Article 9.J.1 – Inspections.”		
		(9.D.2.e.i-viii.) Supporting Documents:		
		Verification of right, title, or interest in the property;		
		A copy of the most recently recorded deed for the parcel. A copy of all deed restrictions, easements, rights-of-way, or other encumbrances currently affecting the property;		
		When water is to be supplied by public water supply, a written statement from the servicing water district shall be submitted indicating that there is adequate supply and pressure for the subdivision and that the district approves the plans for extensions where necessary. Where the district's supply line is to be extended, a written statement from the fire chief, stating approval of the location of fire hydrants, if any, and a written statement from the district approving the design of the extension shall be submitted;		
		When water is to be supplied by private wells, evidence of adequate ground water supply and quality shall be submitted by a well driller or a hydrogeologist familiar with the area;		
		A description of the proposed ownership, improvement and management of all facilities and improvements that will be privately owned and maintained including streets, open space, drainage facilities, and recreational areas or facilities including common docks together with drafts of community association documents if an association will be responsible for the ownership or management of any land or facilities, and a declaration of covenants, conditions, and restrictions meeting the requirements of Appendix 1;		
		Written offers to convey title to the municipality of all public open spaces shown on the plan, and copies of agreements or other documents showing the manner in which open spaces to be retained by the applicant or lot owners are to be maintained shall be submitted. If open space or other land is to be offered to the Town, subject to Town Meeting approval, written evidence that the municipal officers are satisfied with the legal conditions and documentation shall be provided;		
		The method of disposal for land clearing and construction debris;		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.D.2.e.viii.A-C.) A hydrogeologic assessment prepared by a certified geologist or registered professional engineer, experienced in hydrogeology, when:		
		Any part of the subdivision is located over a sand and gravel aquifer, as shown on a map entitled "Hydrogeologic Data for Significant Sand and Gravel Aquifers," by the Maine Geological Survey, 1998, File No. 98-138, 144 and 147; or		
		The subdivision has an average density of more than one dwelling unit per 100,000 square feet, or		
		The Board may require a hydrogeologic assessment in other cases where site considerations or development design indicate greater potential of adverse impacts on groundwater quality. These cases include extensive areas of shallow to bedrock soils; or cluster developments in which the average density is less than one dwelling unit per 100,000 square feet but the density of the developed portion is in excess of one dwelling unit per 80,000 square feet; and/or proposed use of shared or common subsurface wastewater disposal systems.		
		(9.D.2.e.ix-xviii.) Supporting Documents:		
		A storm water management plan, prepared by a licensed professional engineer in accordance with the Stormwater Management for Maine: Best Management Practices, published by the Maine Department of Environmental Protection (1995) or current edition. The Board may waive submission of the storm water management plan when the proposed subdivision will not involve grading which changes drainage patterns and the addition of impervious surfaces such as roofs and driveways is less than 5% of the area of the subdivision;		
		An erosion and sedimentation control plan, prepared in accordance with the Maine Erosion and Sediment Control Handbook for Construction: Best Management Practices, dated March 2003;		
		If any portion of the subdivision is located within an area identified as high or moderate value wildlife habitat by the Maine Department of Inland Fisheries and Wildlife the plan shall indicate appropriate measures for the preservation of the values which qualify the site for such designation;		
		Subsurface wastewater disposal systems test pit analyses, prepared by a Licensed Site Evaluator shall be provided;		
		An estimate of the amount and type of vehicular traffic to be generated on a daily basis and at peak hours. Trip generation rates used shall be taken from Trip Generation Manual, 1991 edition or current edition, published by the Institute of Transportation Engineers. Trip generation rates from other sources may be used if the applicant demonstrates that these sources better reflect local conditions. Planning Board may require a Traffic Impact Study if the proposed subdivision will generate over 100 trips per day;		

SUBDIVISION PLAN (MAJOR AND MINOR – CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		A list of infrastructure improvements with cost estimates prior to the sale of lots, that will be completed by a professional experienced in preparing such information, and evidence that the applicant has financial commitments or resources to cover these costs;		
		The applicant shall notify the Road Commissioner, the Fire Chief in writing of the proposed subdivision, the number of dwelling units proposed, the length of roadways, and the size and construction characteristics of any multi-family, commercial or industrial buildings. The applicant must submit copies of these written notifications to the Board. The Board shall request that the Fire Chief and Road Commissioner comment upon their ability to service the proposed subdivision and list any concerns they may have;		
		The Board may require additional information to be submitted, where it finds necessary in order to determine whether the criteria of Title 30-A M.R.S.A., §4404 are met;		
		Proposed Homeowner and Association documents.		
		(9.D.2.f.i-ix.) Performance Guarantees. The conditions and amount of the performance guarantee shall be determined by the Planning Board with the advice of the Consulting Engineer, Town Manager, Municipal Officers, and/or Town Attorney.		

MAJOR SUBDIVISIONS:				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.D.3.) Additional Requirements for Major Subdivisions – Plan.		
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.D.3.a.i.A-G) A list of construction and maintenance items, with both capital and annual operating cost estimates, prepared by a professional experienced in preparing such information, that must be financed by the municipality, or quasi-municipal districts, including but not limited to:		
		Schools, including busing;		
		Street maintenance and snow removal;		
		Police and fire protection;		
		Solid waste disposal;		
		Recreation facilities;		
		Storm water drainage;		
		Water supply.		

SUBDIVISION AMENDMENTS:				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.D.2.4.) Subdivision Amendment.		
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.D.2.4.a.i-iii.) The applicant shall submit ten (10) copies of the following:		
		The approved plan;		
		The proposed revised plan, which shall indicate that it is the revision of a previously approved and recorded plan and shall show the title of the subdivision and the book and page or cabinet and sheet on which the original plan is recorded at the Registry of Deeds;		
		Supporting information to allow the Board to make a determination that the proposed revisions meet the standards of this ordinance and the criteria of the statute.		

APPROVAL CRITERIA NARRATIVE:				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.F.) Approval Criteria.	 	
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.G.) Performance and Design Standards for Approval Criteria.	 	
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
NOTE: For partial waivers, please specify the article number (i.e., "WAIVE #9.F.").				
		(9.F.1., 9.G.1.a-d.) Vehicular Access – The proposed road design will provide for safe access to and egress from public and private roads.		
		(9.F.2., 9.G.2.a.) Traffic – The proposed subdivision will not cause unreasonable highway or public road congestion or unsafe conditions with respect to the use of the highways or public roads existing or proposed and, if the proposed subdivision requires driveways or entrances onto a state or state aid highway located outside the urban compact area of a urban compact municipality as defined by Title 23, Section 754, the Department of Transportation has provided documentation indicating that the driveways or entrances conform to Title 23, Section 704 and any rules adopted under that section.		
		(9.F.3., 9.G.3.a-b.) Visual Impact – The proposed development will not have an adverse effect on the scenic or natural beauty of the area, including water views and scenic views.		
		(9.F.4., 9.G.4.a-b.) Utilities – The proposed development will not impose an unreasonable burden on existing utilities.		
		(9.F.5., 9.G.5.a-c.) Water Supply – The proposed subdivision has sufficient water available for the reasonably foreseeable needs of the subdivision.		
		(9.F.6., 9.G.6.a-e.) Sewage Disposal – The proposed development will be provided with adequate sewage waste disposal.		
		(9.F.7., 9.G.7.a-c.) Fire Protection – The proposed development will have adequate fire protection.		

APPROVAL CRITERIA NARRATIVE (CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
NOTE: For partial waivers, please specify the article number (i.e., "WAIVE #9.F").				
		(9.F.8.a-c, 9.G.8-9.) Capacity of Applicant – The applicant meets the following criteria: The applicant has the right, title and interest in the property; The applicant has the financial capacity to complete the proposed development; The applicant has the technical ability to carry out the proposed development.		
		(9.F.9.a-g, 9.G.10-16.) Special Resources – The proposed subdivision will not adversely affect the quality of the water body or unreasonably affect the shoreline of the water body and is in compliance with the Shoreland Zoning provisions of this Ordinance; The proposed subdivision is in compliance with the Floodplain Management provisions of this Ordinance; The proposed subdivision will not have an undue adverse impact on wetlands and/or waterbodies, to the extent that is practicable; The proposed subdivision will not have an undue adverse effect on historic and/or archaeological sites; The proposed subdivision will not adversely affect the quality or quantity of groundwater; The proposed subdivision will not have an undue adverse effect on wildlife habitat; The proposed subdivision will not have an undue adverse effect on rare and irreplaceable natural areas.		
		(9.G.17.a-f, Appendix 4.) Open Space – A major or minor subdivision shall reserve a portion of the parcel, per the requirements of the district, as common open space...		
		(9.F.10., 9.G.18.a-c.) Environmental Impact – The landscape will be preserved in its natural state to the extent that is practical by minimizing tree removal, disturbance of soil and retaining existing vegetation.		
		(9.F.11., 9.G.19.a-d.) Solid Waste Management – The proposed development will provide for adequate disposal of solid wastes.		
		(9.F.12.) Hazardous, Special and radioactive Materials – The proposed development will handle, store, and use all materials identified as hazardous, special or radioactive in accordance with the standards of Federal and State agencies.		
		(9.F.13., 9.G.20.) Air Quality – The proposed development will not result in undue air pollution or odors.		
		(9.F.14., 9.G.21.a-d.) Water Quality – The proposed development will not result in water pollution.		
		(9.F.15., 9.G.22.a-b.) Stormwater – The proposed subdivision will provide for adequate stormwater management.		
		(9.F.16., 9.G.23.a-d.) Sedimentation and Erosion Control – The proposed subdivision will take adequate measures to prevent soil erosion and the sedimentation of watercourses and waterbodies.		
		(9.F.17., 9.G.24.a-b) Compliance with Ordinances – The proposed subdivision conforms with the provisions of this Land Use Ordinance and other ordinances and regulations of the Town of Bowdoinham.		

APPROVAL CRITERIA NARRATIVE (CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
NOTE: For partial waivers, please specify the article number (i.e., "WAIVE #9.F").				
		(9.F.18.) Town Plans and Vision Statements – The proposed subdivision is consistent with the intent of the Town’s Plans, including but not limited to the Comprehensive Plan, Waterfront Plan, and Transportation Vision Statement.		
		(9.F.19.) Municipal Services – The development will not have an unreasonable adverse impact on municipal services, including municipal road systems, fire department, solid waste program, schools, open spaces, recreational programs and facilities, and other municipal services and facilities.		
		(9.F.20., 9.G.25.) Impact of Adjoining Municipality – For any proposed subdivision that crosses municipal boundaries, the proposed subdivision will not cause unreasonable traffic congestion or unsafe conditions with respect to the use of existing public ways in an adjoining municipality in which part of the subdivision is located.		
		(9.F.21., 9.G.26.) Spaghetti-Lots – Any lots in the proposed subdivision which have shore frontage on a river, stream, brook or coastal wetland shall have a lot depth to shore frontage ratio less than or equal to 5 to 1.		
		(9.F.22., 9.G.27.a-f.) Liquidation Harvesting – Timber on the parcel being subdivided has not been harvested in violation of rules adopted pursuant to Title 12, Section 8869, subsection 14.		

GENERAL PROVISIONS:				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.H.) General provisions.	 	
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.H.1.) Prior to the sale of any lot, the subdivider shall provide the Board with a letter from a Registered Land Surveyor, stating that all monumentation shown on the plan has been installed.		
		(9.H.2.) Upon completion of street construction and prior to a vote by the municipal officers to submit a proposed public way to a town meeting, a written certification signed by a professional engineer shall be submitted to the municipal officers at the expense of the applicant, certifying that the proposed public way meets or exceeds the design and construction requirements of this ordinance. If there are any underground utilities, the servicing utility shall certify in writing that they have been installed in a manner acceptable to the utility. "As built" plans shall be submitted to the municipal officers and to the utility.		

GENERAL PROVISIONS (CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.H.3.a.) The subdivider shall be required to maintain all improvements and provide for snow removal on streets and sidewalks until or control is placed with a lot owners' association or until accepted by the Town:		
		The subdivider must submit an inspection report from a licensed engineer that confirms that the infrastructure has been constructed to the approved standard before control is placed with a lot owners' association or before it is offer to the Town.		
		(9.H.4.a-b.) The subdivider may not sell a lot or dwelling unit within the subdivision until:		
		The infrastructure serving that dwelling has been constructed as approved. The subdivider must provide an inspection report that confirms the infrastructure has been constructed as approved. Infrastructure shall include but is not be limited to: roadway, power, cable, telephone, stormwater, fire protection;		
		Any applicable conditions of approval have been met		

FINAL APPROVAL AND FILING:				
YES	NO	APPLICATION TYPE:	N/A:	STAFF:
		(9.E.) Final approval and filing.	 	
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.E.1.) Upon findings of fact and determination that all standards in Title 30-A M.R.S.A., §4404, and this ordinance have been met, and upon voting to approve the subdivision, the Board shall sign the final plan. The Board shall specify in writing its findings of facts and reasons for any conditions or denial.		
		(9.E.2.) Recording plat. The Board shall sign one mylar and two paper originals of the final plan. One of the signed paper originals shall be retained by the Board as part of its permanent records. The applicant shall be responsible for recording the signed final plan in the Registry of Deeds. Any subdivision plan not recorded in the Registry of Deeds within ninety days of the date upon which the plan is approved and signed by the Board shall become null and void. Once the final plan is recorded at the Registry of Deeds the applicant shall submit a paper copy of the recorded plan to the Town for the Town's permanent records.		

FINAL APPROVAL AND FILING (CONTINUED):				
YES	NO	THE PROPOSAL MUST INCLUDE THE FOLLOWING:	WAIVER:	STAFF:
		(9.E.3.) At the time the Board grants final plan approval, it may permit the plan to be divided into two or more sections subject to any conditions the Board deems necessary in order to ensure the orderly development of the plan. If any municipal, quasi-municipal department head, or superintendent of schools notified of the proposed subdivision informs the Board that their department or district does not have adequate capital facilities to service the subdivision, the Board shall require the plan to be divided into two or more sections subject to any conditions the Board deems necessary in order to allow the orderly planning, financing and provision of public services to the subdivision. If the expansion, addition or purchase of the needed facilities is included in the Town's capital improvements program, the time period of the phasing shall be no longer than the time period contained in the capital improvements program for the expansion, addition or purchase.		
		(9.E.4.) No changes, erasures, modifications, or revisions shall be made in any final plan after approval has been given by the Board and endorsed in writing on the plan, unless the revised final plan is first submitted and the Board approves any modifications, except in accordance with Article 9.H. The Board shall make findings that the revised plan meets the criteria of Title 30-A M.R.S.A., §4404, and the standards of these regulations and this ordinance. In the event that a plan is recorded without complying with this requirement, it shall be considered null and void, and the Board shall institute proceedings to have the plan stricken from the records of the Registry of Deeds.		
		(9.E.5.) The approval by the Board of a subdivision plan shall not be deemed to constitute or be evidence of any acceptance by the Town of any street, easement, or other open space shown on such plan. When a park, playground, or other recreation area shall have been shown on the plan to be dedicated to the Town, approval of the plan shall not constitute an acceptance by the Town of such areas. The Board shall require the plan to contain appropriate notes to this effect. The Board may also require the filing of a written agreement between the applicant and the municipal officers covering future deed and title dedication, and provision for the cost of grading, development, equipment, and maintenance of any such dedicated area		
		(9.E.6.) Failure to accomplish a substantial start of the subdivision within five years of the date of approval and signing of the plan shall render the plan null and void. Upon determining that a subdivision's approval has expired under this paragraph, the Board shall have a notice placed in the Registry of Deeds to that effect.		