

Town of Rangeley Subdivision Application

15 School St
Rangeley, ME 04970
P: (207)864-3188
E: ceo@rangeleyme.org

New Amendment

OFFICE USE	Date Received		Permit Number	
	Date Issued		After-the-Fact	
	Permit Fee		Date Paid	
	Paid By		Receipt Number	

Property Location (street address or road and nearest intersection)		Zoning District		Tax Map-Lot	
Owner's Name		Phone		Email	
Mailing Address		City		State	Zip
Applicant's Name (if different from Owner)		Phone		Email	
Mailing Address		City		State	Zip
Authorized Representative of Applicant		Name and Title of Plan Preparer			
Total Property Size	Amendment to Approved Plan Name: _____ Plan #: _____	Is the Owner a corporation? <input type="checkbox"/> No <input type="checkbox"/> Yes, if licensed in Maine, attach copy of SoS registration			

Subdivision Information

Proposed Name of Subdivision:		Number of Lots Proposed:	
Does the proposed subdivision cover the entire contiguous holdings of the Owner?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Water Supply <input type="checkbox"/> Public <input type="checkbox"/> Private: _____	Wastewater Disposal <input type="checkbox"/> Public <input type="checkbox"/> Private: _____
Describe the purpose of the subdivision. Use a separate sheet if necessary.			

Required Additional Materials

<input type="checkbox"/>	Statement from Sewer Department of their capacity to serve the proposed subdivision (where applicable).
<input type="checkbox"/>	Statement from Water District of their capacity to serve the proposed subdivision (where applicable).
<input type="checkbox"/>	Statement from Fire Department of their capacity to serve the proposed subdivision.
<input type="checkbox"/>	Statement from Police Department of their capacity to serve the proposed subdivision.
<input type="checkbox"/>	Statement from Highway Department of their capacity to serve the proposed subdivision.
<input type="checkbox"/>	Statement from Solid Waste Coordinator of their capacity to serve the proposed subdivision.
<input type="checkbox"/>	Statement from Superintendent of Schools of their capacity to serve the proposed subdivision.
<input type="checkbox"/>	Statement from civil engineer, registered in the State of Maine, that the proposed subdivision will not create erosion, drainage or runoff problems in either the subdivision or the adjacent properties.
<input type="checkbox"/>	Statement of Owner's financial and technical capability, including previous subdivisions or developments.
<input type="checkbox"/>	Statement of restrictive covenants to be placed on the deeds, include a copy of any association bylaws or condominium declarations.

Subdivision Plan

Submit six (6) copies of the Preliminary Plan with the application for the proposed subdivision. A copy of the plan(s), which may be reduced to a size of 8 ½ by 11 inches, and all accompanying information shall be provided to each Board member, Code Enforcement Officer, and each party to provide a required statement (noted on page 1) no less than seven (7) days prior to the meeting.

Within one (1) year from the date of approval of the Preliminary Plan, submit the original and six (6) copies of the Final Plan to the Board at a regularly scheduled meeting. A copy of the plan(s), which may be reduced to a size of 8 ½ by 11 inches shall be provided to each Board member no less than seven (7) days before the meeting. There shall be no substantial changes between the approved Preliminary Plan and the Final Plan, aside from those requested by the Planning Board.

As required by Section 33.3.4 of the Rangeley Town Code, "The Subdivision Plan shall be a map of the tract to be subdivided, certified by a Registered Land Surveyor and tied to established reference points. The plan shall not be less than 18" by 24" and shall be drawn to a scale of 1" equals not more than 100'." The following checklist may be utilized in the development of the subdivision plan.

Pre-Plan	Required	Final Plan
<input type="checkbox"/>	Name of proposed subdivision; location of subdivision; name of subdivider; and signature and embossed seal of Registered Land Surveyor.	<input type="checkbox"/>
<input type="checkbox"/>	Lot Numbers.	<input type="checkbox"/>
<input type="checkbox"/>	Date, north point, and graphic map scale.	<input type="checkbox"/>
<input type="checkbox"/>	Proposed lot lines with approximate dimensions and lot areas and total area of land to be subdivided with the building lot/setbacks, including driveways, and building envelopes to be outlined with GPS coordinates.	<input type="checkbox"/>
<input type="checkbox"/> *	Proposed lot lines with dimensions, bearing, deflection angles, radii, and central angles sufficient to reproduce any line on the ground and lot areas and total area of land to be subdivided.	<input type="checkbox"/>
<input type="checkbox"/>	Location of temporary markers to enable to Board to locate each lot readily and appraise the basic lot layout in the field.	<input type="checkbox"/> *
<input type="checkbox"/>	Location of permanent markers, both natural and man-made.	<input type="checkbox"/>
<input type="checkbox"/>	Location of all parcels to be dedicated to public use and the conditions of such dedication.	<input type="checkbox"/>
<input type="checkbox"/>	If a condominium, the location of contemplated improvements shall be labeled, must be built and need not be built.	<input type="checkbox"/>
<input type="checkbox"/>	Names of abutting property owners and subdivisions. Reference to recorded subdivision plans of adjoining lands by book and page number.	<input type="checkbox"/>
<input type="checkbox"/>	Location of freshwater wetlands.	<input type="checkbox"/>
<input type="checkbox"/>	That two soil analyses/test pits be obtained from separate locations to ascertain that the soil adjacent to the building envelope will support the installation of a septic system and to provide a second site in the event that the first site should fail.	<input type="checkbox"/>
<input type="checkbox"/>	Location and size of existing buildings.	<input type="checkbox"/>
<input type="checkbox"/> *	Suggested location of buildings, subsurface sewage disposal systems and wells.	<input type="checkbox"/> *
<input type="checkbox"/>	Location of all natural features or site elements to be preserved.	<input type="checkbox"/>
<input type="checkbox"/>	Location of any existing watercourses and other essential existing physical features.	<input type="checkbox"/>
<input type="checkbox"/>	Location and size of any existing sewers and water mains and other utilities; location and size of culverts and drains.	<input type="checkbox"/>
<input type="checkbox"/>	Location, names, and widths of existing and proposed streets, highways, easements, and rights-of-way.	<input type="checkbox"/>
<input type="checkbox"/>	Plan profiles and cross-sections for roadways, sidewalks, and storm drainage facilities.	<input type="checkbox"/>
<input type="checkbox"/>	A soil erosion and sediment control plan for construction and for permanent control.**	<input type="checkbox"/>
<input type="checkbox"/>	Contour lines at 20 foot intervals (or other interval as specified by the Planning Board).	<input type="checkbox"/>
<input type="checkbox"/>	Proposed uses of property.**	<input type="checkbox"/>
<input type="checkbox"/>	Suitable space to record on the approved plan the date and conditions of approval, if any, (example within Subdivision Review ordinances).	<input type="checkbox"/>
<input type="checkbox"/>	That a sample deed be provided to the Town with terms, covenants, and restrictions attached.**	<input type="checkbox"/>
<input type="checkbox"/>	That the location of sewer, water, telephone, and power be provided to the lots and any necessary infrastructure provided.	<input type="checkbox"/>

<input type="checkbox"/>	Other information not indicated above as required by the Board, such as the suggested location of buildings, subsurface sewage disposal systems, and wells, and any other information that the Board deems pertinent.	<input type="checkbox"/>
<input type="checkbox"/> *	If any portion of the subdivision is located in a flood-prone area, the boundaries of any flood hazard areas and the 100 year flood elevation shall be delineated on the plan. The Final Plan shall contain a condition of approval requiring that all principal structures in the subdivision will be constructed with the lowest floor, including the basement, at least one foot above the 100 year flood elevation.	<input type="checkbox"/>
<input type="checkbox"/>	The location and nature of significant wildlife habitat identified by the Maine Department of Inland Fisheries and Wildlife.	<input type="checkbox"/>
<input type="checkbox"/>	Any portion of the subdivision, which is located within the direct watershed of a Great Pond shall be identified.	<input type="checkbox"/>
<input type="checkbox"/>	A phosphorus impact analysis and control plan.**	<input type="checkbox"/>
<input type="checkbox"/>	The location of archaeological or historic resources.	<input type="checkbox"/>
<input type="checkbox"/> *	Traffic impact analysis.**	<input type="checkbox"/> *

*requirement may be waived by the Planning Board

**requirement may be designated as note on plan and provided in a separate document

This application document is referenced from Chapter 33 of the Rangeley Town Code and is not intended to omit or nullify any requirements as written in the ordinance document. Complete application procedures and requirements are described in Chapter 33, Subdivision Review, copies of which may be purchased at the Town Office or viewed at townofrangeley.com.

I hereby certify that the proposed work is authorized by the owner and that I have been authorized by the owner to make this application. I agree to complete any additional applications and/or provide relevant information required by the Planning Board during the review process. I also certify that the information provided is accurate to the best of my knowledge and agree to conform to all applicable laws of this jurisdiction.

Signature of Owner or Applicant	Date
---------------------------------	------

IMPORTANT: The decision by the Rangeley Planning Board will be made at a public meeting and will be provided in the form of a signed copy of the Planning Board "Letter of Determination" for Subdivision Application.