

**SITE PLAN REVIEW
Town of Cumberland**

**Appendix B
Site Plan Application for Major Staff Review**

Applicant's name _____

Applicant's address _____

Cell phone _____ Home phone _____ Office phone _____

Email address _____

Project address _____

Project name _____

Describe project _____

Number of employees _____

Days and hours of operation _____

Project review and notice fee _____

What is your interest in the property?

Own _____ Lease _____ Purchase and sale agreement _____ (provide copy of document)
If you are not the owner, list owner's name, address and phone number _____

Boundary Survey No _____ If not, explain why and provide as much information as
Submitted? Yes _____
possible about the location of boundary lines.

Are there any deed restrictions or easements? Yes _____ No _____ If yes, provide information
and show easement location on site plan.

Building Information

Are there existing buildings on the site? Yes _____ No _____
Will they be removed? Yes _____ No _____ (Note: A demolition permit is required 10 days
prior to demolition.)

Will a new structure(s) be built on the site? Yes _____ No _____

Describe: _____

Number of new buildings _____

Square footage _____

Number of floor levels including basement _____

Parking

Number of existing parking spaces _____

Number of new parking spaces _____

Number of handicapped spaces _____

Will parking area be paved? ____ Yes ____ No

Entrance

Location: _____

Width _____ Length _____

Is it paved? ____ Yes ____ No ____ If not, do you plan to pave it?

Where will snow storage for entrance and parking be located? Show on site plan.

Utilities**Water:** Public water ____ Well ____ (Show location on site plan.)**Sewer/septic:** Public sewer ____ Private septic ____ Show location on site plan and submit HHE-200 septic design or location of passing test pit locations if new system is proposed. Also show any wells on abutting properties within 200 feet of the site.**Electric:** On site? Yes ____ No ____

Show location of existing utility lines on site plan and indicate if they are above or below ground.

Signs

Number: _____

Size: _____

Material: _____

Submit sign design and completed sign application.

Will the sign be lighted? ____ Submit information on type and wattage of lights.

Show location of sign(s) on the site plan.

Natural Features

Show location of any of the following on the site plan:

River ____ Stream ____ Wetland ____ Pond ____ Lake ____ Stone walls ____

Are there any other historic or natural features? _____

Lighting

Will there be any exterior lights? Yes ____ No ____ Show location on site plan (e.g., pole fixtures, wall packs on building) and provide fixture and lumen information.

Trees

Show location of existing trees on the site plan and indicate if any are to be removed.

Landscaping

Is there existing landscaping on the site? Yes ____ No ____ Show type and location on site plan.

Is new landscaping proposed? (Note: if property has frontage on Route 100, a twenty-five-foot landscape easement to the Town is required.)

Buffering

Show any existing or proposed buffering measures for adjacent properties, e.g., plantings, fences.

Erosion Control

Has an erosion and sedimentation control plan been submitted? Yes _____ No _____

Stormwater Management Plan

Provide stormwater information for both pre and post development of the site. Show location of any detention areas and/or culverts on the site plan.

Fire Protection

Location of nearest hydrant _____ Sprinklers? Yes _____ No _____

Do you plan to have an alarm system? Yes _____ No _____ Please contact the Fire/EMS Department at 829-4573 to discuss any Town or state requirements.

Trash

Will trash be stored inside _____ outside _____. If outside, will a dumpster be used?

Yes _____ No _____. Show location on site plan and show type of screening proposed (e.g., fencing, plantings).

Technical Capacity

List and provide contact information for all consultants who worked on the project, for example: licensed land surveyor, licensed soils evaluator, professional engineer, attorney, etc.

Financial Capacity

How do you intend to fund construction of the project? If obtaining a bank loan, provide a letter from the bank _____

Note: There are several areas in Town that have design standards relating to building style, materials, signs, lighting and landscaping. Please discuss this with the Town Planner if your property has frontage on Route 1, Route 100 or upper Main Street.

STAFF TO COMPLETE

- Zoning district: _____
- Minimum lot size: _____
- Classification of proposed use: _____
- Parcel size: _____
- Frontage: _____
- Setbacks: Front _____ Side _____ Rear _____
- Board of Appeals Required?
- Tax Map _____ Lot _____ Deed book _____ Deed page _____
- Floodplain map number _____ Designation _____
- Vernal pool identified _____
- Parcel in a subdivision? _____
- Outside agency permits required:
MDEP Tier 1 _____ MDEP Tier 2 _____ Army Corps of Engineers _____
MDEP general construction (stormwater) permit (for disturbance of _____ square feet)
- MDOT entrance permit _____
- MDOT traffic movement permit _____
- Traffic study required? _____
- Hydrogeologic evaluation? _____
- Market study? _____