



Planning Board General Application Form

Please refer to the Town of West Bath Land Use Ordinance and contact the Code Enforcement Officer (CEO) through the Town Office for application assistance at codes@westbathmaine.gov or call (207) 443-4342.

Please read this form carefully and answer all questions.

Applicants must meet with the CEO for guidance before submitting an application.

Seven (7) copies of a completed application, drawings, and supporting data (digital also) along with the application fee must be brought to the Code Enforcement Officer at least twenty-two (22) days prior to the Planning Board meeting in order to be placed on the meeting agenda.

Building Plans and Site Plans must be provided on 24"x36" size paper (and digital file of same size) and at a scale that the required information is clear and legible. Three (3) of the seven (7) required copies may be provided on 11x17 size paper.

The non-refundable application fee in accordance with the Town Fees & Penalties Schedule is \$ _____

(1) Applicant Information:

Name: _____

Address: _____

Phone: () _____ Alt Phone: () _____

(2) Interest in property for which permitting action is requested (e.g. owner, owner's agent, licensee, etc.)

(a) If Applicant is not the owner, please provide the following owner information
along with letter of authorization:

Name: _____

Address: _____

Phone: () _____ Alt Phone: () _____

(3) Address or location of the property (describe in sufficient detail to be clear and understandable or attach a map indicating the location:

Parcel Map: _____ Lot: _____

Book: _____ Page: _____

Current Zoning: _____ Acreage: _____

(4) Has the property been subject to a previous permit application? Yes _____ No _____

If yes, please provide a brief explanation of the purpose and timeframe of that application(s):

(5) What is the existing use of the property?

(6) Is the property part of an existing subdivision? Yes _____ No _____

(7) What is the requested use to be permitted?

a) _____ Residential

b) _____ Accessory Building

c) _____ Pier or Dock; _____ Temporary _____ Permanent

d) _____ Other: _____

(8) Type of Sewage Disposal System: _____ Existing System _____ Proposed System

ATTENTION: Answer question 9 only when proposing the erection of a new structure or the renovation or expansion of existing structures.

(9) Percentage of lot to be occupied by proposed structure(s) _____

If explaining an existing structure or adding structures include all structures in the calculation.)

Details of structures (include general description and exterior dimensions including length, width, and approximate height [number of stories is sufficient]):

a) _____

b) _____

c) _____

d) _____

(10) Lot Dimensions:

Width _____

Depth _____

Area _____ (specify unit of measure)

(Attach plot map)

(11) Site Plan: On a separate piece of paper illustrate the following information about the lot and the proposed use or development of the lot using a scale drawing, map, or prepared site plan:

- a) Lot Dimensions
- b) Names of abutting property owners, names and locations of Rights of Way (public and private including roads and traveled ways discontinued or not), and abutting or traversing bodies of water or wetlands
- c) Exact locations and size of existing and proposed structures; and distances from each to boundary lines
- d) Locations of sewage disposal facilities and water supplies
- e) Areas to be cleared of tree growth (if applicable)
- f) Areas of cut, fill, grading, or other earth moving activities (as applicable)
- g) Summarize any existing or proposed easements, restrictions, and/or covenants placed on property

ATTENTION: Provide the following information for Question 11 only if applying for a property in, or proposed for, a Commercial Use:

- h) Location and dimensions of any on site pedestrian and vehicular access ways, parking areas, loading and/or unloading facilities, ingress and egress ways to and from the site to public roads
- i) Size, location, orientation, and intensity of illumination of all outdoor lighting apparatus and signs
- j) Type, size, and location of any incineration devices
- k) Type, size, and location of all existing and proposed catch basins, storm drainage facilities, streams, and watercourses, and all utilities, both above and below the ground.

NOTE: Before filing a commercial application, plans must be submitted to the Fire Chief for review before Planning Board approval can be granted.

The undersigned (Applicant) applies for a permit to be issued by the Planning Board on the basis of the information provided herein. The applicant certifies that all information provided by the Applicant, including that contained in attachments hereto, is true and correct to the best of the Applicant's knowledge and belief.

Applicant Signature: _____

Date: _____

Print Name: _____