



Planning Board Subdivision Sketch Plan 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 along (digital also) 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 (also digital file 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 \$ _____
(Verify fee amount with Code Enforcement Officer)

(1) Project Information:

Project Name: _____

Address: _____

Parcel Map: _____ Lot: _____ Book: _____ Page: _____

Current Zoning: _____ Acreage: _____

(2) Applicant Information:

Name: _____

Address: _____

Phone: () _____ Alt Phone: () _____

(3) Interest in property: (e.g. owner, owner's agent, licensee, etc.) _____

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

Name: _____

Address: _____

Phone: () _____ Alt Phone: () _____

(4) Consultant List *(Provide known project consultants and contact information)*

- (a) _____

- (b) _____

- (c) _____

(5) Is the property part of a previous subdivision? Yes _____ No _____

If yes, please provide name and date of original subdivision and any amendments:

(6) Please also provide plans and documentation as outlined in the checklist below.

Fill in the checklist (Provided, N/A, Waiver Request) as appropriate.

Item Description	Provided	N/A	Waiver Request
1) Applicant/Agenda data, name of development			
2) Clarification letter and supporting documentation			
3) Sketch of plan (cluster vs. standard)			
4) Assessor's map(s) (outline of subdivision)			
5) Topographical map(s) (outline of subdivision)			
6) Soil survey (outline of subdivision)			
7) Previous subdivision or subdivision amendment plan			
Note: Complete description of the above requirements shall be found in Article IV Sections 5.2 - 5.3			

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, 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: _____