

Town of Rome

Application

Application Form

Date: _____

Application # _____

Name of Property Owner: _____

Address: _____

Name of Applicant: _____

Address: _____

Telephone: _____ Fax: _____ E-Mail: _____

Fax: _____

E-Mail:

Authorized Agent: _____

Address: _____

Indicate type of Right, Title or Interest in the Property:_____

Unless otherwise indicated below all correspondence regarding this application will be sent to the Applicant:

Property Location: _____

Map _____ Lot _____ Zoning District: _____

Zoning District:

Provide a brief description of the project: _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

List all other Local Permits required for the Project: _____

List all other State and Federal Permits required for the project: _____

Anticipated date for construction: _____

Anticipated date for completion: _____

Identify method of water supply to the project: _____

Identify method of sewage disposal: _____

Identify method of fire protection to the project: _____

Indicate whether the project requires any public infrastructure: _____

Attach the Application Checklist Form and all submissions to the Application Form.

To the best of my knowledge, all the above state information submitted in this application is true and correct.

(signature of applicant)

(date)

Town of Rome

Commercial Development Review

Application

Application Checklist

The Application Checklist Form must accompany the Commercial Development Review Application. Each item on the checklist must be marked as one of the following:

- S = item submitted
- W = item not submitted due to waiver request

A completed application for plan review shall consist of 6 copies of required plans. The applicant may provide reduced copies of maps and plans, however, at least one full size set of plans shall be submitted.

1. _____ A dated receipt from the Town indicating that the review application fee has been paid.
2. _____ Waiver Request Form. (*If Applicable*)
3. _____ Commercial development Review Application.
4. _____ Name, address and telephone number of the applicant and the applicant's agent if applicable.
5. _____ Property location, including address, map and lot number.
6. _____ Verification of the applicant's right, title or interest in the property.
7. _____ Estimated cost of the proposal.
8. _____ Schedule of construction including anticipated beginning and completion dates.
9. _____ A description of the project.
10. _____ A copy of the tax map showing the property and surrounding parcels
11. _____ A copy of the Kennebec County soil map showing the property..
12. _____ A copy of the USGS topographic map showing the property.
13. _____ A copy of the Town Shoreland Zoning Map showing the property if located in a Shoreland District.
14. _____ A copy of the FIRM Map showing the property if located in a designated floodplain.

- 15._____ A copy of the National Wetlands Inventory map showing the property.
- 16._____ A map drawn to scale showing the location, boundaries , elevations, uses and square footage size of the following: developed site, type of structures, setbacks, parking areas, driveways and roads, drainage ways, easements and rights-of-way, watercourses, waterbodies and wetlands, number of acres within the development, size of all impervious areas, all other significant natural and physical features and true north.
- 17._____ The location of all proposed subsurface waste water disposal systems.
- 18._____ Indication of the water source for the proposal including evidence that an adequate water supply is available to supply all the water needs of the proposal including fire suppression.
- 19._____ Evidence that all other local permits have been obtained including but not limited to : Shoreland Zoning and Floodplain Management.
- 20._____ A phosphorus control plan as per the requirements of this Ordinance.
- 21._____ An erosion and sediment control plan as per the requirements of this ordinance.
- 22._____ A stormwater control plan as per the requirements of this ordinance.
- 23._____ The location of any site or structure listed on the National Register of Historic Places or any archeological site identified by the State Historic Commission.
- 24._____ The location of any significant wildlife resources or natural areas.
- 25._____ The traffic access data for the site including an estimate of the amount of vehicular traffic to be generated on a daily basis.
- 26._____ Any proposed areas or structures to be dedicated for public use.
- 27._____ Scaled drawings showing the location and construction specifications for all proposed roads including drainage features such as ditches and culverts, access points, driveways, parking areas and other traffic management and control features.
- 28._____ Any other material to show that the applicable performance standards or other requirements of this Ordinance are followed.
- 29._____ The estimated quantities of flammable or hazardous materials to be stored or handled on site.
- 30._____ Other (*List all other submissions included*)
