

SHORELAND DEVELOPMENT PLAN APPLICATION



TOWN OF KITTERY
Planning & Development Department
 200 Rogers Road, Kittery, ME 03904
 Telephone: 207-475-1323 Fax: 207-439-6806

MAP ____ LOT ____
 DATE: _____
 FEE: \$ 200.00
 ASA*: _____

PROPERTY DESCRIPTION	Physical Address			
	Base Zone		Overlay Zone (s)	
OWNER INFORMATION	Name			Mailing Address
	Phone			
	Email			
AGENT INFORMATION	Name			Company
	Phone			
	Email			Mailing Address
	Fax			
APPLICANT INFORMATION	Name			Mailing Address
	Phone			
	Email			
PROJECT DESCRIPTION	<u>Existing Use:</u> <div style="height: 100px;"></div>			
	<u>Proposed Use</u> (describe in detail): <div style="height: 200px;"></div>			

PROJECT DESCRIPTION	Please describe any construction constraints (wetlands, shoreland overlay zone, flood plain, non-conformance, etc.)		
I certify I have provided, to the best of my knowledge, information requested for this application that is true and correct and I will not deviate from the Plan submitted without notifying the Planning and Development Department of any changes.			
Applicant's Signature:	_____	Owner's Signature:	_____
Date:	_____	Date:	_____

**Applicant Service Accounts: Fees to pay other direct costs necessary to complete the application process, not including application fees. Title 3, Chapter 3.3.*

MINIMUM PLAN SUBMITTAL REQUIREMENTS	
<input type="checkbox"/> 15 Copies of this Application Form, all supporting documents, and the Development Plan and Vicinity Map 12 plan copies may be half-size (11"x17") and 3 must be full-size (24"x36")	
Shoreland Development Plan format and content: A) Paper Size; no less than 11" X 17" or greater than 24" X 36" B) Plan Scale <input type="checkbox"/> Under 10 acres: no greater than 1" = 30' <input type="checkbox"/> 10 + acres: 1" = 50' C) Title Block <input type="checkbox"/> Title: Shoreland Development Plan <input type="checkbox"/> Applicant's name and address <input type="checkbox"/> Name of preparer of plan with professional information <input type="checkbox"/> Parcel's Kittery tax map identification (map – lot) in bottom right corner <input type="checkbox"/> Vicinity Map or aerial photo showing geographic features 5,000 feet around the site. D) Signature Block <input type="checkbox"/> Area for signature by Planning Board Chair and Date of Planning Board Approval	

Development Plan must include the following existing and proposed information:	
Existing: <input type="checkbox"/> Land Use Zones and boundaries <input type="checkbox"/> Topographic map (optional) <input type="checkbox"/> Wetlands and flood plains <input type="checkbox"/> Water bodies and water courses <input type="checkbox"/> Parcel area <input type="checkbox"/> Lot dimensions <input type="checkbox"/> Utilities (Sewer/septic, water, electric, phone) <input type="checkbox"/> Streets, driveways and rights-of-way <input type="checkbox"/> Structures <input type="checkbox"/> Distance from structure to water body and property lines <input type="checkbox"/> Floor area, volume, devegetated area, and building coverage	Proposed: (Plan must show the lightened existing topography under the proposed project plan for comparison.) <input type="checkbox"/> Recreation areas and open space <input type="checkbox"/> Setback lines and building envelopes <input type="checkbox"/> Lot dimensions <input type="checkbox"/> Utilities (Sewer/septic, water, electric, phone) <input type="checkbox"/> Streets, driveways and rights-of-way <input type="checkbox"/> Structures <input type="checkbox"/> Floor area, volume, devegetated area, and building coverage Distance to: <input type="checkbox"/> Nearest driveways and intersections <input type="checkbox"/> Nearest fire hydrant <input type="checkbox"/> Nearest significant water body; ocean, wetland, stream

Expansion/Construction Analysis within the Shoreland Overlay Zone¹ (see Table 16.9)

Size of water body or wetland: ☐ <500 sf ☐ <501 sf-1 acre ☐ >1 acre

Structure distance from water body: _____ feet

STRUCTURE	Existing	Proposed	% Increase*	
SF (Area)	sf	sf	%	
CF (Volume)	cf	cf	%	
Construction:	New: <input type="checkbox"/> Demo/Rebuild: <input type="checkbox"/> Maintenance/repair: <input type="checkbox"/>			Value: \$
*Total increase in area and/or volume may not exceed 30% for any new construction since 1/1/1989.				

PARCEL DE-VEGETATION	% Allowed*	Existing SF	Proposed SF	% Proposed*
Lot Size (sf)	%	sf	sf	%
*See underlying zone standards for de-vegetated area percent allowed within a Shoreland Overlay.				

BUILDING COVERAGE	% Allowed*	Existing SF	Proposed SF	% Proposed*
Lot Size (sf)	%	sf	sf	%
*See underlying zone standards for building coverage percent allowed.				

¹Calculations for area, volume, and de-vegetated areas must be included on the final plan and certified by a State of Maine registered architect, landscape architect, engineer, or land surveyor.