



TOWN OF KITTERY MAINE

TOWN PLANNING AND DEVELOPMENT DEPARTMENT

200 Rogers Road, Kittery, Maine 03904

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www.kittery.org

CLUSTER DEVELOPMENT - SKETCH PLAN REVIEW

Application Fee: <input type="checkbox"/> \$300.00 Amount Paid: \$ _____ Date: _____							
PROPERTY DESCRIPTION	Parcel ID	Map		Zone(s)- Base:		Total Land Area	
		Lot		Overlay:		MS4	___ YES ___ NO
	Physical Address						
PROPERTY OWNER'S INFORMATION	Name				Mailing Address		
	Phone						
	Fax						
	Email						
APPLICANT'S AGENT INFORMATION	Name				Name of Business		
	Phone				Mailing Address		
	Fax						
	Email						

CLUSTER DEVELOPMENT CHECKLIST	Article XI, Chapter 8 – Cluster Residential and Cluster Mixed-Use Development (The following information is required at sketch plan submittal)	
	See Title 16.8.11.5: <input type="checkbox"/> Dimensional Modifications/Standards Required <input type="checkbox"/> Non-buildable Areas <input type="checkbox"/> Net Residential Acreage/Net Residential Density <input type="checkbox"/> Open Space Calculations (see Title 16.8.11.6)	<input type="checkbox"/> Development Constraints Map <input type="checkbox"/> Written Statement <input type="checkbox"/> Building Envelopes Located

<input type="checkbox"/> Property ownership (Title 16.8.11.4)
Existing use(s) of land (describe):

MINIMUM PLAN SUBMITTAL REQUIREMENTS – SKETCH PLAN

- ☐ **15 Copies of this Application and Required Information , Vicinity Map, and the Sketch Plan
(5 of which must be 24"X 36")**

Sketch Plan format and content:

- A) Paper Size; no less than 11" X 17" or greater than 24" X 36"
- B) Plan Scale
- ☐ Under 10 acres: no greater than 1" = 30'
- ☐ 10 + acres: 1" = 50'
- C) Title Block
- ☐ Applicant's name and address
- ☐ Name of preparer of plan with professional information
- ☐ Parcel's Kittery tax map identification (map – lot) in bottom right corner

Vicinity Map – map or aerial photo showing 1,000 feet around the site.

In addition to the Cluster Development Checklist requirements, the Sketch Plan must include the following existing and proposed information:

Existing:

- ☐ Land Use Zone and boundary
- ☐ Topographic map (optional)
- ☐ Wetlands and flood plains
- ☐ Water bodies and water courses
- ☐ Parcel area
- ☐ Lot dimensions
- ☐ Utilities (Sewer/septic, water, electric, phone)
- ☐ Streets, driveways and rights-of-way
- ☐ Structures

Proposed: (Plan must show the lightened existing topography under the proposed plan for comparison.)

- ☐ Recreation areas and open space
- ☐ Number of lots and lot areas
- ☐ Setback lines and building envelopes
- ☐ Lot dimensions
- ☐ Utilities (Sewer/septic, water, electric, phone)
- ☐ Streets, driveways and rights-of-way
- ☐ Structures

Distance to:

- ☐ Nearest driveways and intersections
- ☐ Nearest fire hydrant
- ☐ Nearest significant water body

AN APPLICATION THE TOWN PLANNER DEEMS SUFFICIENTLY LACKING IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.

**NOTE TO APPLICANT:
PRIOR TO A PLANNING BOARD SITE WALK, TEMPORARY MARKERS MUST
BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO
READILY LOCATE AND EVALUATE THE DEVELOPMENT'S DESIGN.**

I certify, to the best of my knowledge, the information provided in this Application is true and correct, abutters to the project have been notified, and I will not deviate from the approved plan without following code requirements. Permission is granted to Town Staff to access the property associated with this application to aid in the regulatory review.

Applicant's Signature:		Owner's Signature:	
Date:		Date:	