



TOWN OF DAYTON, MAINE PLANNING BOARD

Date Submitted to Town for PB meeting:

SUBDIVISION PRE-APPLICATION – Per Article 5

1. Property Owner (of land to be divided): _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

2. Applicant (if different from owner): _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

3. Agent (Engineer, Surveyor, etc): _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

4. Assessor's Tax Map Number: _____ Lot Number : _____ (of land to be divided)

5. Subdivision Location (street address): _____

6. Acres to be subdivided: _____ Number of proposed lots or dwelling units: _____

7. Zoning District(s): _____

8. Shoreland Overlay District(s): _____

9. Existing Land Use:

10. Description of proposed subdivision or amendment:

CERTIFICATION: To the best of my knowledge, all information submitted on this subdivision plan and with my application is true and correct.

Signature of Applicant

Date

THE APPLICANT MUST SUBMIT THE FOLLOWING MATERIALS AND INFORMATION TO THE PLANNING BOARD CHAIRMAN, SECRETARY AND/OR CODE ENFORCEMENT OFFICE TWO WEEKS IN ADVANCE OF A SCHEDULED MEETING IN ORDER FOR THE SUBMISSION TO BE CONSIDERED: (see Subdivision Regulations, Article 5)

Submitted	Not Submitted	Preapplication form shall be accompanied with 8 copies of the following:
		Right, title and interest in the property. (Purchase & Sale Agreement, Letter of Authorization from property owner(s), Lease Agreement, etc)
		Recorded parcel deed(s)
		Existing subdivision plan(s) that this application proposes to amend (if applicable)
		Sketch plan showing, in simple sketch form, the proposed layout of streets, lots, buildings and other features in relation to existing conditions. The sketch plan, which does not have to be engineered and may be a freehand penciled sketch, shall show site conditions such as steep slopes, wet areas and vegetative cover in a general manner.
		Written project narrative, with general information to describe or outline the existing conditions of the site and a full description of the proposed development. The narrative should include general proposals for how any common areas and infrastructure will be managed and maintained.
		A sketch plan superimposed on or accompanied by a copy of the Assessor's Tax Map(s) on which the land is located.
		A copy of a portion of the USGS topographic map of the area showing the outline of the proposed subdivision, unless the proposed subdivision is less than 10 acres in size.

- ◆ Please contact the Code Officer or Planning Board Secretary with questions regarding the materials to be submitted, in what format, and for other questions and information.
- ◆ The entire Dayton Town Code is on the town website <https://www.dayton-me.gov/>



TOWN OF DAYTON, MAINE PLANNING BOARD

33 Clarks Mills Road
Dayton, ME 04005
ceo@dayton-me.gov

SUBDIVISION PRE-APPLICATION ABUTTER NOTIFICATION

This Subdivision Pre-Application Notice to abutters is required to be mailed by the applicant/subdivider to all abutters.

To Whom It May Concern:

A Subdivision Pre-Application has been filed with the Dayton Planning Board for land that is located directly abutting or across the street from property you own. The Subdivision Application and proposed plans are currently available for public inspection at the Dayton Code Office. This abutter notification is required by the Dayton Subdivision Regulations for subdivision pre-applications.

Planning Board meetings are open to the public for informational purposes. Only Planning Board **PUBLIC HEARINGS**, of which abutters are mailed separate certified mail notice, give the opportunity to concerned abutters/ town residents to speak about this application. Please feel free to mail or email your concerns in writing to the attention of the Code Officer or Planning Board Chairman at the address noted above. Copies of the written concerns will be provided to the Planning Board at a scheduled meeting.

The Planning Board meeting calendar and agendas are available for view at <https://www.dayton-me.gov/>

Property Owner (of land to be divided): _____

Owner's Mailing Address: _____

Applicant's Name: _____

Applicant's Mailing Address: _____

Applicant's Signature: _____

Assessor's Tax Map Number: _____ **Lot Number :** _____ (of land to be divided)

Subdivision Location (street address): _____

Acres to be subdivided: _____ **Number of proposed lots or dwelling units:** _____

Zoning District(s): _____

Description of Proposal:
