

Created on 8/8/2012 8:52:00 PM
As amended Nov 14 2012

Subdivision Ordinance

The Subdivision Ordinance of the Town of Harpswell shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

Section 8.3.2 A Subdivision Plan

Section	Submission Requirement	<u>Lot Line Amendment</u>	Minor Sub.	Major Sub.
8.3.2.1.	Proposed name of subdivision plan	X	X	X
8.3.2.2.	The Tax Assessor's map and lot numbers for the property proposed to be subdivided	X	X	X
8.3.2.3.	Verification of right, title, or interest in the property	X	X	X
8.3.2.4.	A standard boundary survey as specified by the Board of Licensure for Professional Land Surveyors	X	X	X
8.3.2.5.	The topography of the site shall be shown by two (2) foot contour intervals in relation to mean sea level. The Planning Board may allow larger contour intervals or require more detailed contour information if it finds that the information is necessary to complete review of the application. Existing buildings, springs, water courses, wetlands, vegetative cover, rock outcroppings, and other essential existing physical features shall also be located		X	X
8.3.2.6.	A copy of all existing and proposed covenants, deed restrictions, easements, rights-of-way, or other encumbrances affecting the property, delineated wherever possible	X	X	X
8.3.2.7.	The number of acres within the proposed subdivision, the square footage of proposed lots	X	X	X

Formatted: Centered

8.3.2.8.	The date the plan was prepared, magnetic north arrow, graphic map scale, names and addresses of the record owner, applicant, engineer, and individual or company who prepared the plan, including appropriate seals	X	X	X
8.3.2.9.	Names of record owners of abutting properties, including any properties directly across rights-of-way or traveled ways. For purposes of abutter notifications, a separate list of abutters with addresses should be submitted	X	X	X
8.3.2.10.	The location of any zoning boundaries affecting the property and a description of the proposed uses to be located on the site, including quantity and type of residential units	X	X	X
8.3.2.11.	A copy of the Cumberland County Medium Intensity Soil Survey		X	X
8.3.2.12.	Proposed method of sewage disposal, including site evaluations indicating suitability of the soil for sewage disposal on each lot. Test pit analyses and completed sewage disposal design prepared by a licensed site evaluator, shall be provided. Each test pit or boring must be staked and identified on the subdivision plan. If a variance is required according to the Maine State Plumbing Code, the Planning Board may request a second evaluation to be done by the State Division of Health Engineering or by a professional designated by the Planning Board. The proposed subdivision plan shall also indicate the locations where wells cannot be located because of sewage disposal setbacks		X	X
8.3.2.13.	Proposed type of water supply system(s) and documentation by a Certified Geologist or Registered Engineer that the groundwater system will support adequate supply and quality			X
8.3.2.14.	Proposed method for handling solid waste disposal		X	X

8.3.2.15.	Documentation of adequate water quantity to serve the subdivision based on information from neighboring wells, obtained from property owners and well drillers		X	
8.3.2.16.	The location, proposed names, widths, grades, road profiles, radii, length of curves, and central angle of curves for all existing and proposed road rights-of-way, pavement and/or gravel lines, and entrances to a public road. Copies of Maine Department of Transportation approval for entrances onto existing State highways shall also be required		X	X
8.3.2.17.	An estimate of the amount, type, and impact of vehicular traffic to be generated on a daily basis and at peak hours based on the assumption of two (2) cars per residential dwelling unit or a figure generated from the most recent edition of a recognized trip generation manual			X
8.3.2.18.	The location of existing or proposed utilities on or adjacent to the subdivision		X	X
8.3.2.19.	The boundaries of any flood hazard areas and the one hundred (100) year flood elevation as defined by the Federal Emergency Management Agency	X	X	X
8.3.2.20.	A surface drainage plan that shows the location and size of ditches, culverts, drainage ways, easements, and other improvements on or adjacent to the proposed subdivision and the direction of flow	X	X	X
8.3.2.21.	Description of any problems with drainage, soils, or topography, or a representation that, in the opinion of the applicant, none exist		X	X

8.3.2.22.	<p>A hydrogeologic assessment prepared by a Certified Geologist experienced in hydrogeology if:</p> <p>8.3.2.22.1 Documented problems exist with the quality or quantity of water in wells in the vicinity of the development; or</p> <p>8.3.2.22.2 Part of the subdivision is located in the area recommended as having lot sizes of 4.2 acres on Map 3 "Recommended minimum lot sizes based on Groundwater Protection" of the 1987 Comprehensive Plan and the applicant proposes lot sizes of less than 4.2 acres; or</p> <p>Citizen's Note: The 4.2 acre restriction is not automatically part of the Subdivision Ordinance.</p> <p>8.3.2.22.3 The assessment shall include:</p> <p>8.3.2.22.3.1 The depth of the water table at representative points throughout the proposed development</p> <p>8.3.2.22.3.2. Data on existing groundwater quality and quantity, either from test wells in the subdivision, from existing wells on neighboring property, or from data gathered during development of the 1993 Comprehensive Plan</p> <p>Citizen's Note: This information is on file in the Codes Enforcement Office</p> <p>8.3.2.22.3.3. Existing and post-construction drainage conditions throughout the proposed subdivision</p> <p>8.3.2.22.3.4. A map showing the location of all existing and proposed subsurface wastewater disposal systems and all existing and proposed drinking wells within the subdivision and all existing systems within three hundred (300) feet of its boundary</p> <p>8.3.2.22.3.5. Assessment of the potential for saltwater intrusion when the proposed subdivision is located adjacent to areas reporting high chloride content of drilled wells as shown on Map 2 "Future Land Use Map" of the 1993 Comprehensive Plan or where there is evidence for potential saltwater intrusion</p> <p>8.3.2.22.3.6. A map showing the location of all existing and proposed subsurface wastewater disposal systems and all existing and</p>		X	X
-----------	---	--	---	---

8.3.2.23.	The location or existence of historic, archeological, scenic, or other critical resources known to exist in the proposed subdivision. For any proposed land use activity involving structural development or soil disturbance on sites listed on the National Register of Historic Places, the applicant shall provide evidence that they have submitted their proposal to the Maine Historic Preservation Commission for review and comment. The Planning Board may require a written statement from the Maine Historic Preservation Commission indicating the proposed development will not adversely impact archeological or historic resources or recommending how the proposed development might be modified to minimize any adverse impact on archeological or historic resources.		X	X
8.3.2.24.	Written statement of how proposed subdivision plan fits in with the character of the Town as set forth in the most recently adopted edition of the Town's Comprehensive Plan.		X	X
8.3.2.25.	The location of significant wildlife habitat or rare and irreplaceable natural areas located in or near the proposed subdivision as identified by the Department of Inland Fisheries and Wildlife and the Natural Heritage Data Base in the Department of Economic and Community Development or in the 1987 or 1993 Comprehensive Plans, and shellfish habitats and other marine environments which may be affected by the development		X	X
8.3.2.26.	The location, names, and dimensions of existing and proposed public or private parks and other open spaces on or adjacent to the subdivision and a description of any proposed improvements and their management			X

8.3.2.27.	If parks or other open spaces are proposed to be deeded to the Town, a homeowners/landowners association, land trust, or other non-profit organization, the location of the open space shall be shown on the subdivision plan. Written offers of cession to the organization and copies of agreements or documents showing the manner in which open spaces will be retained by the applicant or lot owners shall be submitted			X
8.3.2.28.	If a homeowners/landowners association is to be formed, documentation of the standards contained in Paragraph 9.16. of this Ordinance		X	X
8.3.2.29.	A soil erosion and sedimentation control plan in conformance with Section 9.7. of this Ordinance		X	X
8.3.2.30.	Location and dimensions of all fencing and screening			X
8.3.2.31.	Construction cost estimates for improvements to be completed by the applicant prior to the sale of lots and an estimate of the time period required for completion of the development		X	X
8.3.2.32.	Subdivisions proposed for offshore islands must provide maps indicating mainland support facilities, including private landings, moorings, and a minimum of two (2) parking spaces for each lot. Also required is documentation of title, right, or interest in mainland property for support facilities. If mainland support facilities are located in another municipality, the applicant must provide a written statement of approval from that municipality		X	X
8.3.2.33.	If the subdivision plan involves substantial improvements, such as construction of utilities, the Planning Board may require evidence of financial capacity to complete the proposed improvements		X	X

8.3.2.34.	<p>The following approvals, if applicable, must be obtained in writing:</p> <p>8.3.2.34.1. A Wastewater Discharge License if required from the Maine Department of Environmental Protection;</p> <p>8.3.2.34.2. Approval from the Maine Department of Human Services if an engineered sewage disposal system is to be utilized or if the applicant proposes to provide a central water supply system; or</p> <p>8.3.2.34.3. Approval from the Local Plumbing Inspector indicating that the wastewater disposal permits can be obtained</p>		X	X
8.3.2.35.	<p>At the option of the applicant or the Planning Board, any other information that may be necessary for the full and proper consideration of the subdivision plan</p>	X	X	X
8.3.2.36.	<p>Any application for subdivision approval which constitutes a revision or amendment to a subdivision plan which has been previously approved shall indicate that fact on the application and shall identify and provide a copy of the original signed plan being revised or amended</p>	X	X	X

8.3.3 Lot line amendments

Any proposal to revise, relocate or otherwise amend the lot line (or lines) of a lot (or lots) shown on a subdivision plan that has been previously approved by the Planning Board that, if approved by the Planning Board, would result in the same or fewer number of lots as existed prior to the proposed lot line amendment must still be reviewed and approved by the Planning Board, but the applicant may submit an abbreviated application as set forth in Section 8.3.2 regarding submission requirements for a “Lot Line Amendment.”