

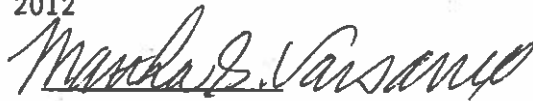
**SUBDIVISION ORDINANCE
OF THE
TOWN OF BREMEN, MAINE**

Bremen Ordinance Review Committee

January 17, 2012

ENACTED MARCH 31, 2012

CERTIFIED BY:



BREMEN TOWN CLERK

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**SUBDIVISION ORDINANCE
OF THE
TOWN OF BREMEN, MAINE**

**CHAPTER I
DEFINITIONS**

Unless specifically defined below, words and phrases used in this ordinance shall have the same meaning as they have at common law and to give this Ordinance its most reasonable application. Words used in the present tense include the future, the singular number includes the plural, and the plural number includes the singular. A word indicating a specific gender is not limited to that gender, but includes both genders. The word "may" is permissive; "shall" is mandatory and not discretionary. In the event that a word defined in this chapter is defined in some other way in another specific chapter, the specific chapter definition shall apply only in that chapter, with the definition set forth in this chapter applying to all other chapters in this ordinance.

Accessory structure or use - A use or structure which is incidental and subordinate to the principal use or structure. Accessory uses, when aggregated, shall not subordinate the principal use of the lot. A deck or similar extension of the principal structure or a garage attached to the principal structure by a roof or a common wall is considered part of the principal structure.

Aggrieved party - An owner of land whose property is directly or indirectly affected by the granting or denial of a permit or variance under this Ordinance; a person whose land abuts land for which a permit or variance has been granted; or any other person or group of persons who have suffered particularized injury as a result of the granting or denial of such permit or variance.

Agriculture - The production, keeping or maintenance for sale or lease, of plants and/or animals, including but not limited to: forages and sod crops; grains and seed crops; dairy animals and dairy products; poultry and poultry products; livestock; fruits and vegetables; and ornamental and green-house products. Agriculture does not include forest management and timber harvesting activities.

Aquaculture - The growing or propagation of harvestable freshwater, estuarine, or marine plant or animal species.

Applicant - The individual, firm, partnership, corporation, trust or other legal entity that files an application or requests approval of a plan, a permit or other action under this ordinance.

Application - Includes a narrative record of required actions performed, copies of required information and documents, together with drawing(s), requesting approval of a plan, a permit or other action.

septic tank or tanks may be pumped or gravity fed to a single subsurface disposal field or several fields on a common land area.

Cluster Subdivision – A subdivision in which lot sizes are reduced below those normally required in the district in which the development is located in return for the provision of permanent open space owner in common by the lot/unit owners, the Town or a land conservation organization. Clustering shall not be used to increase the overall net residential density of the development.

Coastal Bluff - A steep shoreline slope formed in sediment (loose material such as clay, silt, sand and gravel) that has three feet or more vertical elevation just about the high-tide line.

Coastal wetland - All tidal and subtidal lands; all lands with vegetation present that is tolerant of salt water and occurs primarily in a salt water or estuarine habitat; and any swamp, marsh, bog, beach, flat or other contiguous low land that is subject to tidal action during the highest tide level for the year in which an activity is proposed as identified in tide tables published by the National Ocean Service. Coastal wetlands may include portions of coastal sand dunes. All areas below the maximum spring tide level are coastal wetlands. These areas may consist of rocky ledges, sand and cobble beaches, mud flats, etc., in addition to salt marshes and salt meadows. Adjacent to tidal waters, setbacks are measured from the upland edge of the "coastal wetland."

Code Enforcement Officer (CEO) – A person appointed by the Selectmen to enforce this Ordinance. Reference to the Code Enforcement Officer shall be construed to include the Building Inspector and Plumbing Inspector, where applicable.

Commercial Use – The use of land, buildings or structures intending or resulting in the production of income from the buying or selling of goods and services. It shall include professional services or establishments, retail or wholesale sale or storage or other commercial use. It shall also include the rental of three (3) or more dwelling units on a lot. It does not include "home occupation" or industrial uses.

Complete Application – An application with all required actions performed and all required information submitted so the Planning Board can reach a decision.

Comprehensive Plan - Any part or element of the overall plan and policy for development of the Town as defined in the Maine Revised Statutes Title 30-A, section 4314, and as enacted on November 18, 2004, and all amendments and revisions thereto.

Construction Drawings – Drawings showing the location, profile, grades, size and type of drains, sewers, water main, underground power and telephone ducts, pavements, cross section of streets, miscellaneous structures, etc.

Contiguous Lots – Lots which adjoin at any line or point, or that would adjoin except for

removal and movement of earth from one place to another. It includes ancillary activities such as lagooning, dredging, excavation, filling and grading.

Easement – The authorization of a property owner for the use by another, and for a specified purpose, of any designated part of his property.

Emergency operations - Operations conducted for the public health, safety or general welfare, such as protection of resources from immediate destruction or loss, law enforcement, and operations to rescue human beings, property and livestock from the threat of destruction or injury.

Engineer – Consulting engineer licensed by the State of Maine.

Essential services - Gas, electrical or communication facilities; steam, fuel, electric power or water transmission or distribution lines, towers and related equipment; telephone cables or lines, poles and related equipment; gas, oil, water, slurry or other similar pipelines; municipal sewage lines, collection or supply systems; and associated storage tanks. Such systems may include towers, poles, wires, mains, drains, pipes, conduits, cables, fire alarms and police call boxes, traffic signals, hydrants and similar accessories, but shall not include service drops or buildings which are necessary for the furnishing of such services.

Expansion of a structure - An increase in the floor area or volume of a structure, including all extensions such as, but not limited to: attached decks, garages, porches and greenhouses.

Expansion of use - The addition of one or more months to a use's operating season; or the use of more floor area or ground area devoted to a particular use.

Final Subdivision Plan – The final drawings, on which the Applicant's plan of the subdivision is presented to the Board for approval and which, if approved, shall be filed for record with the Town and the Lincoln County Registry of Deeds.

Floodway - The channel of a river or other watercourse and adjacent land areas that must be reserved in order to discharge the 100-year flood without cumulatively increasing the water surface elevation by more than one foot in height.

Floor area - The sum of the horizontal areas of the floor(s) of a structure enclosed by exterior walls, plus the horizontal area of any unenclosed portions of a structure such as porches and decks.

Forest management activities - Timber cruising and other forest resource evaluation activities, pesticide or fertilizer application, management planning activities, timber stand improvement, pruning, regeneration of forest stands, and other similar or associated activities, exclusive of timber harvesting and the construction, creation or maintenance of roads.

Height of a structure - The vertical distance between the mean original (prior to construction) grade at the downhill side of the structure and the highest point of the structure, excluding chimneys, steeples, antennas, and similar appurtenances that have no floor area.

Home occupation - A home occupation:

(1) Shall be carried on wholly within the principal building or other structure accessory to it, or on the grounds of the property in a manner such that the effect on neighbors is minimized. The business shall be clearly incidental to and compatible with the use of the dwelling unit for residential purposes;

(2) It shall be carried on by or employ members of the family residing in the dwelling unit and may employ no more than the equivalent of two (2) full-time non-family members. A non-family employee is a person not residing in that dwelling unit or not related by blood or marriage to the family;

(3) It shall be clearly subordinate to the use of the dwelling unit as a residence. The floor area devoted to the home occupation may not exceed 50% of the total floor area of the dwelling unit or 1,500 square feet of an accessory building. A Bed and Breakfast, if operated as a home occupation, may have no more than four (4) guest rooms;

(4) There shall be no excessive traffic at any time;

(5) There shall be safe access and egress, and adequate off-street parking for customers; and

(6) It shall not produce unreasonable glare, noise, odor, or dust.

Increase in nonconformity of a structure - Any change in a structure or property which causes further deviation from the dimensional standard(s) creating the nonconformity such as, but not limited to, reduction in water body, tributary stream or wetland setback distance, increase in lot coverage, or increase in height of a structure. Property changes or structure expansions which either meet the dimensional standard or which cause no further increase in the linear extent of nonconformance of the existing structure shall not be considered to increase nonconformity. For example, there is no increase in nonconformity with the setback requirement for water bodies, wetlands, or tributary streams if the expansion extends no further into the required setback area than does any portion of the existing nonconforming structure. Hence, a structure may be expanded laterally provided that the expansion extends no closer to the water body, tributary stream, or wetland than the closest portion of the existing structure from that water body, tributary stream, or wetland. Included in this allowance are expansions which in-fill irregularly shaped structures.

Net Residential Area or Acreage – The area of a parcel, which is suitable for development as determined by the Planning Board, shall be calculated by subtracting the following from the total or gross acreage of a parcel:

1. Total acreage that is used for street and sidewalk rights-of-way.
2. Portions of the parcel containing slopes over twenty (20) percent.
3. Portions of the parcel shown to be within the 100-year flood plain and floodway as designated on Federal Emergency Management Agency (FEMA) maps.
4. Portions of the parcel located in the Resource Protection District.
5. Portions of the parcel which are unsuitable for development in their natural state due to drainage or subsoil conditions, including, but not limited to:

- A. Water table at or near the surface for all or part of the year.
- B. Unstable soils such as Sebago Mucky Peat.

6. Portions of the parcel covered by surface waterbodies.

Net Residential Density - Net Residential Density shall mean the number of units per net residential acre. **Non-conforming condition** – Non-conforming lot, structure or use which is allowed solely because it was in lawful existence at the time this Ordinance or subsequent amendment took effect.

Non-conforming lot - A single lot of record which, at the effective date of adoption or amendment of this Ordinance, does not meet the area, frontage, or width requirements of the district in which it is located.

Non-conforming structure - A structure which does not meet any one or more of the following dimensional requirements; setback, height, or lot coverage, but which is allowed solely because it was in lawful existence at the time this Ordinance or subsequent amendments took effect.

Non-conforming use - Use of buildings, structures, premises, land or parts thereof which is not allowed in the district in which it is situated, but which is allowed to remain solely because it was in lawful existence at the time this Ordinance or subsequent amendments took effect.

Normal high-water line (non-tidal waters) - The line which is apparent from visible markings, changes in the character of soils due to prolonged action of the water or changes in vegetation, and which distinguishes between predominantly aquatic and predominantly terrestrial land. Areas contiguous with rivers and great ponds that support non-forested wetland vegetation and hydric soils and that are at the same or lower elevation as the water level of the river or great pond during the period of normal high-water are considered part of the river or great pond. (Tidal waters) - See Coastal Wetlands).

Recent floodplain soils - The following soil series as described and identified by the National Cooperative Soil Survey:

Fryeburg	Hadley	Limerick
Lovell	Medomak	Ondawa
Alluvial	Cornish	Charles
Podunk	Rumney	Saco
Suncook	Sunday	Winooski

Recreational facility - A place designed and equipped for the conduct of sports, leisure time activities, and other customary and usual recreational activities, excluding boat launching facilities.

Recreational vehicle - A vehicle or an attachment to a vehicle designed to be towed, and designed for temporary sleeping or living quarters for one or more persons, and which may include a pick-up camper, travel trailer, tent trailer, camp trailer, and motor home. In order to be considered as a vehicle and not as a structure, the unit must remain with its tires on the ground, and must be registered with the State Division of Motor Vehicles.

Replacement system - A system intended to replace: 1.) an existing system which is either malfunctioning or being upgraded with no significant change of design flow or use of the structure, or 2.) any existing overboard wastewater discharge.

Residential dwelling unit or dwelling unit - A room or group of rooms designed and equipped exclusively for use as permanent, seasonal, or temporary living quarters for only one family at a time, and containing cooking, sleeping and toilet facilities. The term shall include mobile homes and rental units that contain cooking, sleeping, and toilet facilities regardless of the time-period rented. Recreational vehicles are not residential dwelling units.

Residual basal area - The average of the basal area of trees remaining on a harvested site.

Residual Stand - A stand of trees remaining in the forest following timber harvesting and related activities

Resubdivision - The division of an existing subdivision.

Riprap - Rocks, irregularly shaped, and at least six (6) inches in diameter, used for erosion control and soil stabilization, typically used on ground slopes of two (2) units horizontal to one (1) unit vertical or less.

Marble Rd

Any other road meeting this definition, whether public or private

Road Frontage – The distance in feet between the points of intersection of side lot lines with the street or road.

Sand and Gravel Aquifer - Areas identified on sand and gravel aquifer maps published by the Maine Geological Survey which are favorable for the development of ground water supplies from sand and gravel deposits.

Salt marsh - Areas of coastal wetland (most often along coastal bays) that support salt tolerant species, and where at average high tide during the growing season, the soil is irregularly inundated by tidal waters. The predominant species is saltmarsh cordgrass (*Spartina alterniflora*). More open areas often support widgeon grass, eelgrass, and Sago pondweed.

Salt meadow - Areas of a coastal wetland that support salt tolerant plant species bordering the landward side of salt marshes or open coastal water, where the soil is saturated during the growing season but which is rarely inundated by tidal water. Indigenous plant species include salt meadow cordgrass (*Spartina patens*) and black rush; common threesquare occurs in fresher areas.

Service drop - Any utility line extension which does not cross or run beneath any portion of a water body provided that:

1. In the case of electric service

- a. the placement of wires and/or the installation of utility poles is located entirely upon the premises of the customer requesting service or upon a roadway right-of-way; and
- b. the total length of the extension is less than one thousand (1,000) feet.

2. In the case of telephone service

- a. the extension, regardless of length, will be made by the installation of telephone wires to existing utility poles, or
- b. the extension requiring the installation of new utility poles or placement underground is less than one thousand (1,000) feet in length.

Setback - The nearest horizontal distance from the normal high-water line of a water body or tributary stream, or upland edge of a wetland, to the nearest part of a structure, road, parking space or other regulated object or area.

Subsurface sewage disposal system – Any system designed to dispose of waste or waste water on or beneath the surface of the earth; includes, but is not limited to: septic tanks; disposal fields; grandfathered cesspools; holding tanks; pretreatment filter, piping, or any other fixture, mechanism, or apparatus used for those purposes; does not include any discharge system licensed under Maine Revised Statutes, Title 38 section 414, any surface waste water disposal system, or any municipal or quasi-municipal sewer or waste water treatment system..

Sustained slope - A change in elevation where the referenced percent grade is substantially maintained or exceeded throughout the measured area.

Tidal waters – All waters affected by tidal action during the maximum spring tide.

Tributary stream – A channel between defined banks created by the action of surface water, which is characterized by the lack of terrestrial vegetation or by the presence of a bed, devoid of topsoil, containing waterborne deposits or exposed soil, parent material or bedrock; and which is connected hydrologically with other water bodies. "Tributary stream" does not include rills or gullies forming because of accelerated erosion in disturbed soils where the natural vegetation cover has been removed by human activity. This definition also does not include the term "stream" as defined elsewhere in this Ordinance, and only applies to that portion of the tributary stream located within the shoreland zone of the receiving water body or wetland. Water setback requirements apply to tributary streams within the shoreland zone.

Turnout: An area on either side of a one-lane road or driveway in which a vehicle may temporarily pull over to allow the passage of another vehicle on the road or driveway.

Turnaround: An area at the end of a driveway or dead-end road which loops around back to the driveway or road, or is wide enough for vehicles to turn around in.

Upland edge of a wetland - The boundary between upland and wetland. For purposes of a coastal wetland, this boundary is the line formed by the landward limits of the salt tolerant vegetation and/or the maximum spring tide level, including all areas affected by tidal action. For purposes of a freshwater wetland, the upland edge is formed where the soils are not saturated for a duration sufficient to support wetland vegetation; or where the soils support the growth of wetland vegetation, but such vegetation is dominated by woody stems that are six (6) meters (approximately twenty (20) foot) tall or taller.

Utilities: All services required by a dwelling unit, including: electricity, telephone, internet, water, sewer disposal, and cable television.

Velocity zone - An area of special flood hazard extending from offshore to the inland limit of the primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources.

CHAPTER II
SUBDIVISION
Subchapter 1
GENERAL PROVISIONS

A. AUTHORITY

The purpose of this Ordinance shall be to assure the comfort, convenience, safety, health and welfare of the people, to protect the environment and to promote the development of an economically sound and stable community. It is further noted that this ordinance is consistent with the Town of Bremen, Maine, Comprehensive Plan adopted by a vote of the citizens of the Town of Bremen November 18, 2004.

1. This Ordinance has been prepared in accordance with the provisions of the Maine Revised Statutes Title 30-A, §§ 4401-4407 and all amendments thereto.
2. This Ordinance shall be known and may be cited as "Subdivision Ordinance of the Town of Bremen, Maine."
3. The provisions of this Ordinance shall pertain to all land within the boundaries of the Town of Bremen, Maine.

B. EFFECTIVE DATE

Ordinance is effective on its adoption on March ____ 2012. On enactment of this Ordinance, the Town's Subdivision Ordinance, as enacted on July 18, 1988, and amended on February 15, 2001, and April 2, 2005, is hereby repealed.

C. ORDINANCE APPLICATION

1. No person, corporation or other legal entity may sell, lease, develop, build upon or convey or offer or agree to do so, any land or dwelling unit in a subdivision that has not been approved by the Planning Board. No plan of land within the boundaries of the Town which would constitute a subdivision shall be filed or recorded in the Lincoln County Registry of Deeds until a Final Plan thereof shall have been approved by the Planning Board.

2. A person, corporation or other legal entity who sells, leases, builds upon or conveys, offers or agrees to do so any land in a subdivision which has not been approved as required by this Ordinance shall be punished by a fine as set by the Selectmen for each such conveyance, offering or agreement. The Town may institute proceedings to enjoin the violation of this Ordinance.

3. No public utility of any kind shall serve any lot in a subdivision which has not been approved by the Planning Board.

SUB CHAPTER 2 PROCEDURE

A. ADMINISTRATION

The Planning Board hereinafter called the Board, shall administer this Ordinance.

B. BOARD PROCEDURE

1. Time and Copies

The application shall be submitted to the Town at least two (2) weeks prior to the Planning Board meeting during which the Applicant wishes to be heard. Failure to do so shall require re-submission of the application. The application and all documents shall be submitted in an original and ten (10) copies.

2. Attendance

The Applicant, or the Applicant's duly authorized representative, shall attend all meetings of the Board at which the application is to be considered.

C. PRE-APPLICATION

Prior to submitting an application, the Applicant shall submit for informal discussion a Sketch Plan and other data relative to the proposed subdivision, which may be of assistance to the Board in making its determination.

1. Sketch Plan

The Sketch Plan shall show, in simple sketch form, neatly done and to scale, the proposed layout of streets, lots and other features in relation to existing conditions. It may be a free-hand, penciled sketch of the parcel. The Sketch Plan shall include:

- a. Boundary lines
- b. Date, North point, graphic map scale (show on plat).
- c. Location of parcels to be dedicated to common use, and the location of all natural features or site elements to be preserved.
- d. Easements - location, width and purpose.
- e. Roads on and adjacent to the parcel.

5. Discussion

No binding commitments may be made between the Applicant and the Board on a pre-application Sketch Plan. The purpose of the pre-application meeting is to informally discuss the proposal and the provisions of Town ordinances.

6. Not Initiation

The submission or review of the Sketch Plan shall not be considered the initiation of the review process for the purposes of Maine Revised Statutes, Title 1 section 302.

estimated fee to cover the costs of such inspection. That fee shall be paid immediately prior to the inspection.

3. Inspection fee.

No building permits shall be issued on the project and no work begun until the inspection fee has been paid.

4. Failure to construct.

If the inspector shall find, upon inspection of the improvement performed before the expiration date of the performance bond, that any of the required improvements have not been constructed in accordance with plans and specifications filed by the Applicant, the inspector shall so report to the Board of Selectmen, and the Planning Board. The Board of Selectmen shall then notify the Applicant and, if necessary, the bonding company or bank, and take all necessary steps to preserve the municipality's rights under the bond or letter of credit. No plan shall be approved by the Board as long as the Applicant is in default on a previously approved Plan.

5. Modifications.

If at any time before or during the construction of the required improvements it is demonstrated to the satisfaction of the inspector that unforeseen conditions make it necessary or preferable to modify the location or design of any required improvement, the Planning Board may authorize modifications, provided these modifications are within the spirit and intent of the Board's approval and do not extend to the waiver or substantial alteration of the function of any improvements required by the Board. The Planning Board shall issue any authorization under this section in writing and shall transmit a copy of such authorization to the Code Enforcement Officer and Inspector.

6. Final inspection.

Upon completion and final inspection of all required improvements, any funds remaining in a project's inspection fee account, after all inspection fees have been paid, shall be returned to the Applicant.

7. Monuments.

Prior to the sale of any lot, or issuance of any building permit, the Applicant shall provide the CEO with a letter from a Registered Land Surveyor, stating that all monumentation shown on the Plan has been installed.

8. Road completion.

CHAPTER XI ADMINISTRATION

A. GENERAL PROVISIONS

1. Definitions.

For purposes of this section, the following words shall have the following meanings:

a. "Authority" means the Code Enforcement Officer, the Board of Selectmen when taking any action under this ordinance, the Planning Board or the Board of Appeals.

b. "Board" means the Planning Board or the Board of Appeals.

2. Planning Board.

The Planning Board shall contain seven (7) elected members. A quorum of four (4) members shall be necessary to conduct a meeting. A majority vote of the quorum is required for the passage of any motion before the Board.

3. Records.

Each authority shall maintain permanent files and a permanent written record of its actions on each matter, with those records to be maintained in the Town Office. A Board may maintain tape recordings that are not reduced to a transcript as an official recording.

4. Public Notice.

Each Board shall give public notice of all Board meetings.

a. The requirement for notice of regularly scheduled meetings may be met by an annual notice of the day of the month of such meetings, provided that any changes in that schedule are also published.

b. Notice of an emergency meeting shall be given to the local press and any interested parties in the same manner and at the same time as it is given to board members.

5. Agents.

At any hearing a party may appear by agent or attorney. The Code Enforcement Officer shall attend all appeal, variance and special exception hearings.

notice must be given. Notification shall be completed within forty (40) days of filing an application.

3. Action deadline.

Unless specifically otherwise established, the appropriate authority shall approve, approve with conditions, or deny all applications in writing within forty (40) days of determining an application is complete.

- a. If a board has a waiting list of applications, a decision on the application shall occur within forty (40) days after the first available date for consideration on the Board's agenda following receipt of the completed application.
- b. If a hearing is scheduled, a decision shall occur within forty (40) days of the public hearing.

4. Written decision.

In issuing a decision, the authority shall make written findings of fact, and written conditions, if applicable.

5. Time Waiver.

An Applicant may waive in writing any time requirement for an authority's action.

C. Public Hearing

An authority may hold a public hearing on any matter.

1. Notice.

Notice of the time, place and date of such hearing shall be sent, not less than fourteen (14) days before the hearing, by the Applicant to owners of property within 500 feet of the properties involved by certified mail return receipt requested. Property owners shall be those listed in the most recent tax records of the Town. Evidence of such mailing must be provided to the Planning Board. Failure to receive this mailed notice by an individual shall not invalidate the public hearing.

2. Public Notice.

The Planning Board shall cause to be published a notice of the hearing in a newspaper of general circulation in the Town at least seven (7) days prior to the public hearing and also to be posted in the Town Office, the Bremen Post Office, and the Bremen Public Library.

abatement of nuisance conditions. A copy of such notices shall be submitted to the municipal officers and be maintained as a permanent record.

3. Legal action.

When the above action does not result in the correction or abatement of the violation or nuisance condition, the Code Enforcement Officer, with the approval of the Selectmen may institute any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, that may be appropriate or necessary to enforce the provisions of this Ordinance in the name of the municipality.

- a. The Code Enforcement Officer, with approval of the Selectmen may enter into administrative consent agreements for the purpose of eliminating violations of this Ordinance and recovering fines without Court action. Such agreements shall not allow an illegal structure or use to continue unless there is clear and convincing evidence that the illegal structure or use was constructed or conducted as a direct result of erroneous advice given by an authorized municipal official and there is no evidence that the owner acted in bad faith, or unless the removal of the structure or use will result in a threat or hazard to public health and safety or will result in substantial environmental damage.
- b. The Code Enforcement Officer, with the approval of the Board of Selectmen, may institute an action in the District Court, which shall be brought in the name of the Town. On conviction of violating this Ordinance, a person shall be punished as provided by 30-A MRSA §4452. Each day of violation shall constitute a separate offense. All fines shall inure to the Town.

4. Penalty.

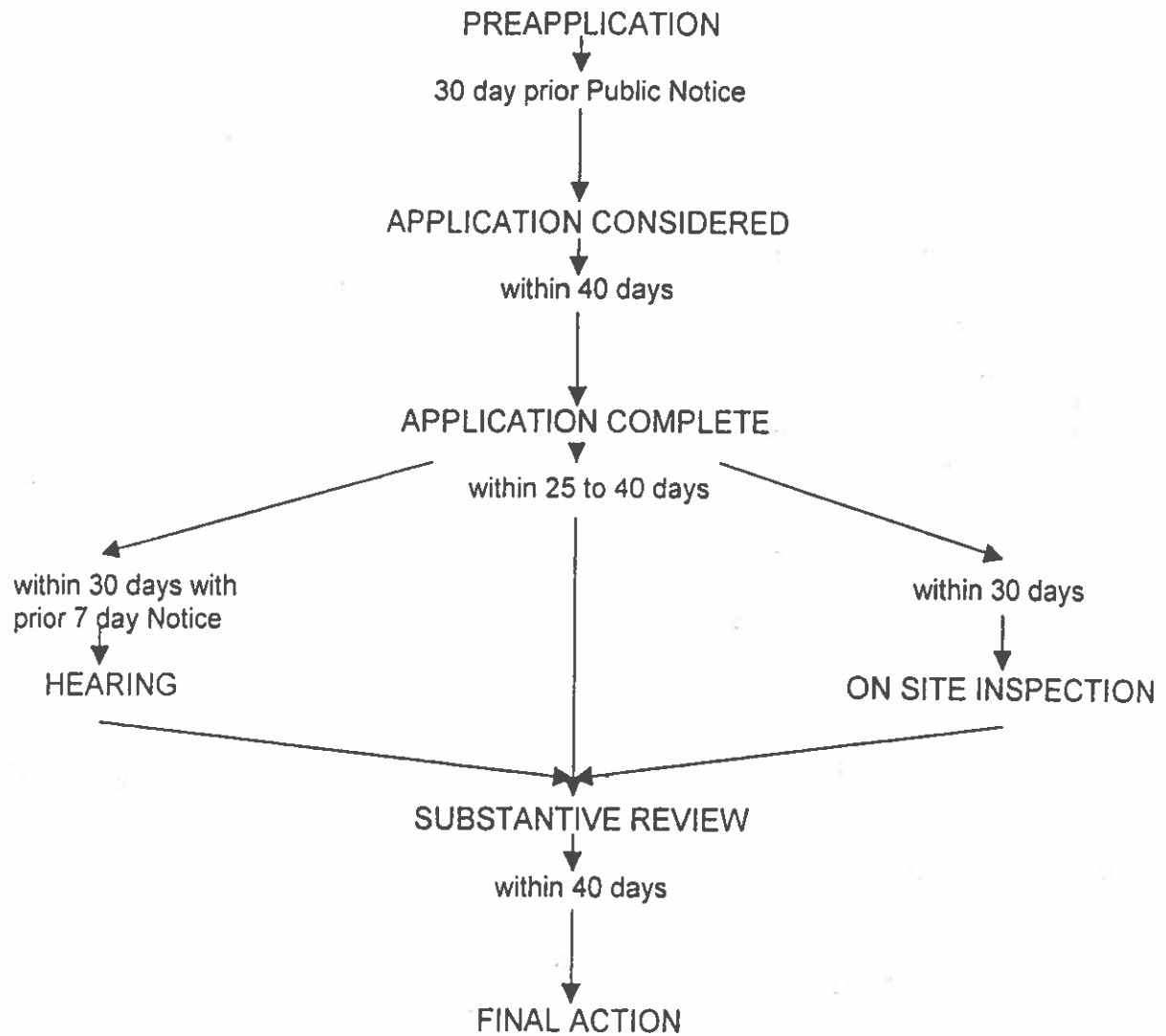
Any person, including but not limited to a landowner, a landowner's agent or a contractor, who orders or conducts any activity in violation of this Ordinance shall be penalized in accordance with Maine Revised Statutes Title 30-A, §4452. That penalty may include attorney's fees, expert witness fees and other costs as provided.

F. BOARD OF APPEALS

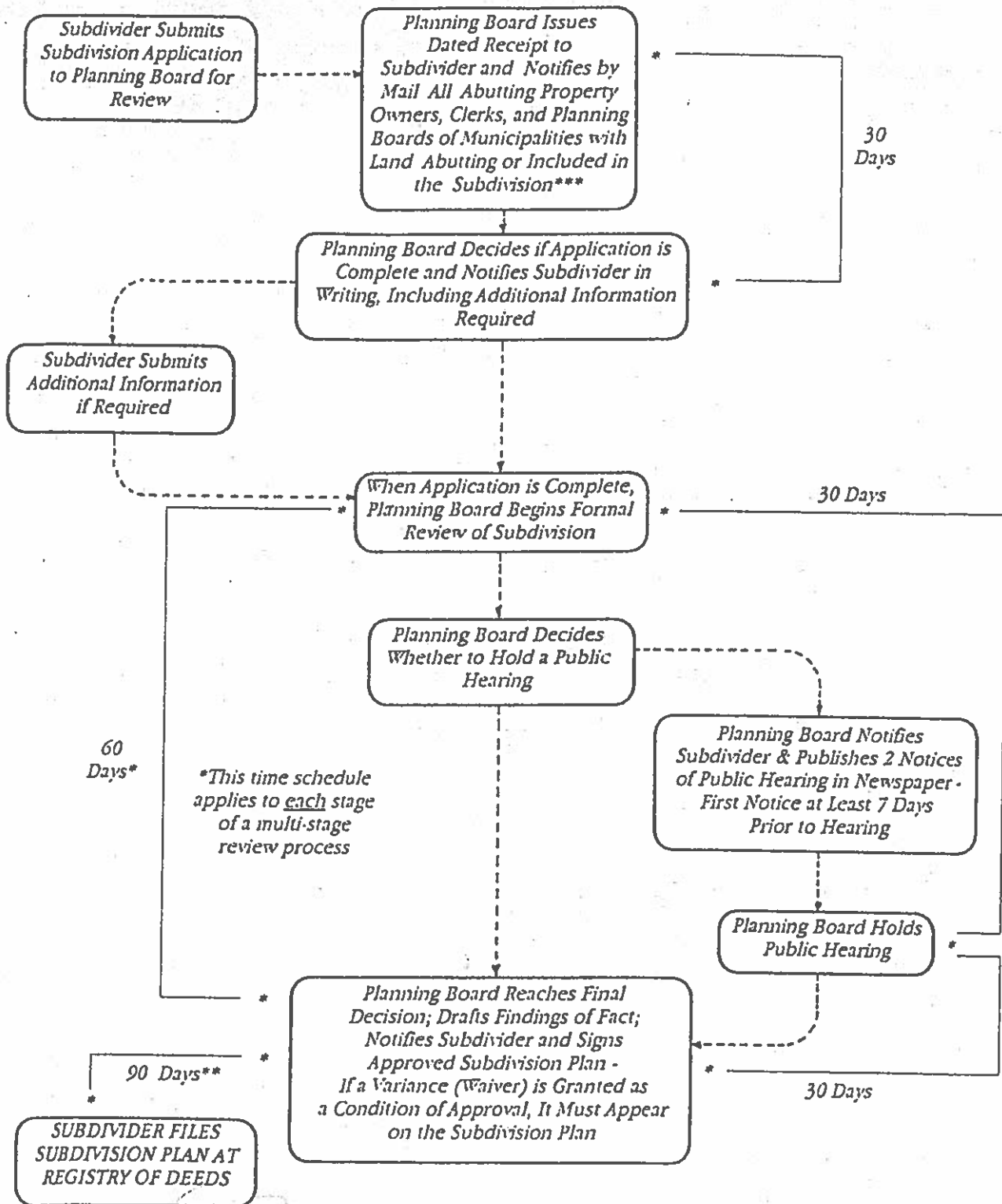
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BREMEN PLANNING BOARD

Site Plan Review Timetable



SUBDIVISION REVIEW PROCESS



****Any Approved Subdivision Plan Which Includes a Condition of Variance (Waiver), Must be Filed Within 90 Days of Approval or the Variance is Invalid**

*****If Any Portion of a Subdivision Crosses Municipal Boundaries, the Planning Boards of Each Municipality Shall Meet Jointly to Discuss the Application**

————— Time Line
 - - - - - Action Line

Town of Bremen, Maine
Subdivision Application

Subdivision Name _____
Application Number _____

APPLICANT INFORMATION

1. Name of Property Owner: _____
Address: _____
Telephone: (____) ____-____
2. Name of Applicant: _____
Address: _____
Telephone: (____) ____-____
3. If Applicant is a corporation, check if licensed in Maine __Yes__ __No__ and attach copy of Sta
Registration.
4. Name of applicant's authorized agent: _____
Address: _____
Telephone: (____) ____-____
5. Name of Surveyor, Engineer, Architect or other preparing plan: _____
Address: _____
Telephone: (____) ____-____
6. Person and Address to which all correspondence regarding this application should be sent.
Address: _____
Telephone: (____) ____-____
7. What legal interest does the applicant have in the property to be developed (ownership,
option, purchase & sale contract, etc.)? Attach evidence of interest. _____
8. What interest does the applicant have in any abutting property? _____

Land Information

9. Location of Property (from County Registry of Deeds) Book ____ Page ____
(from Tax Maps) Map ____ Lot(s) ____
10. Has this land been part of a prior approved subdivision? __Yes__ __No__
Or other divisions within the past 5 years? __Yes__ __No__
11. Is any portion of property within 250 feet of the high water mark of a pond, river or
salt water body? __Yes__ __No__.
12. Acreage to be developed _____

13. Is cluster development proposed? Yes No
If Yes, give total acreage____, acreage in house lots____, common areas____.
14. Are any lands or roads proposed for dedication to public use? Yes Acreage No.
15. Indicate the nature of any restrictive covenants to be placed in the deeds:
16. Identify existing use(s) of land (farmland, woodlot, etc)_____
17. Does the parcel include any water bodies? Yes No
18. Is any portion of the property within a special flood hazard area as identifies by the Federal Emergency Management Agency? Yes No
19. List below the names and mailing addresses of abutting property owners and of owners across the road.

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

General Information

20. Number of lots or units:_____
21. Anticipated date for construction:_____

23. Identify method of water supply to the proposed development:

- ☐ individual wells
☐ central well with distribution lines
☐ other, please state alternative.

24. Identify method of sewage disposal for the proposed development.

- ☐ individual septic tanks
☐ central on-site disposal with collection lines.
☐ other, please state alternative.

25. Identify methods of fire protection for the proposed development.

- ☐ existing fire pond
☐ dry hydrants located on an existing pond or water body
☐ other, please state alternative.

26. Does the applicant intend to request waiver of any of the subdivision submission requirements Yes No. If yes, list them and state reasons for the request.

27. Does this development require extension of any public infrastructure? Yes No

- ☐ roads ☐ storm drainage ☐ schools
☐ fire protection equipment ☐ other

28. Estimated cost for infrastructure improvements: \$ _____

29. Estimated increase in Towns assessed valuation resulting from this subdivision: \$ _____

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

(signature of applicant)

(date)