**Town of Bradford**

**Application for Establishment or Expansion of a Commercial Establishment or Public Development**

**Map/Lot Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Property Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Fee Required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The undersigned hereby applies for a Code Enforcement Officer/Planning Board Permit to construct or modify a building or current structure for the purposes of a new commercial business or public development or expansion of a commercial business or public development. Any permit issued is limited by the information contained in this application. Appropriate compliance with all other applicable Federal, State and local laws, ordinances or regulations is the sole responsibility of the applicant.**

1. **Property Owner: (Record Owner of property involved)**

Name:

Address:

1. **Applicant: (If not the record owner of the property)**

Name**:**

Telephone/email address:

Postal Address:

**Interest in Property:** Provide a copy of the lease/rental agreement, purchase and sale agreement or other document demonstrating the applicant’s legal interest in the property if the applicant is not the owner.

1. **Abutters: Identify the name, address and map/lot number of abutters to the property. An abutter is a party having a common border with the property of the applicant or a party separated from the common border by an alley, easement or directly across a road. (Attach a separate sheet of paper if necessary)**
2. **Description of Proposed Building Structure, and Commercial Business or Public Development: (Include the structure’s square footage - proposed and existing, if appropriate; intended use; number of employees; projected number of customers; solid waste disposal and water needs)**
3. **Site Plan: Attach a plan, drawn to scale, showing the following:** 
   1. **Scale of the map.**

**Boundaries of the tract of land.**

* 1. **The location shape and dimensions of current buildings and structures and other significant features, including any wetlands or water bodies within 250’ of the property boundaries. Identify the location and footprint dimensions of the proposed building/structure location using dotted lines.**
  2. **Location of buildings, wells and septic systems on abutting properties that are within 300 feet of the property line of the proposed commercial business or public development.**
  3. **Identify all property line setbacks (side, rear and front) for all buildings including existing and proposed structures. Identify the well and septic system locations currently located on the property**
  4. **Location of existing public streets and location of proposed access drives to the lot from public streets. Include the distance from the center line of the public street to the proposed building/structure.**
  5. **Location and arrangement of proposed off-street parking and loading areas and their appurtenant drives and maneuvering areas.**
  6. **Location of existing and proposed pedestrian walkways, if appropriate.**
  7. **Location of existing and proposed utilities and easements, including sanitary sewerage as defined by State Law, water system (if desired by owner, and electrical system. The electrical system must be from a primarily uninterrupted source sufficient to maintain the hard-wired smoke detectors).**
  8. **Location of existing natural drainage ways and proposed storm drainage facilities, including dimensions of culverts, pipes, etc.**
  9. **Location, intensity, type, size and direction of all outdoor lighting, if appropriate.**
  10. **Location and proposed use of areas proposed for outdoor recreation, if appropriate.**
  11. **Location and type of existing and proposed screening, if appropriate.**
  12. **Contour lines at a minimum of twenty-foot (20') intervals to show the effect on the land of existing and proposed grades for areas proposed to be excavated or filled.**
  13. **Location and size of signs and all permanent outdoor fixtures.**
  14. **Information about soils conditions on the site:**

**If subsurface sewage disposal is proposed, the information shall include evidence of soil suitability according to the Maine State Plumbing Code. The Site Plan shall show the location of soil test areas.**

**If no subsurface sewage disposal is proposed, medium-intensity soils survey information about the site shall be included in the application. The Planning Board may require more intensive soils information if needed in order to adequately review the proposal.**

1. **Applicant Signature and Date: I, the undersigned, do hereby acknowledge that the facts given in this application are true and complete to the best of my knowledge. I realize that approval will be based solely on the information that I provided in this application and that any inaccurate information or subsequent deviation from the proposed project, without prior approval, may lead to enforcement action against me and the revocation the permit(s) granted. I further understand that a final inspection of the premises will be necessary before the *required* Certificate of Occupany/Use will be issued by the Code Enforcement Officer.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature/Date**

**For Official Use:**

**Date Application Accepted as Complete:**

**Fees Paid:**

**Approved/Denied (Circle one) and Date**

**Conditions:**