

16 Town Office Square
P.O. Box 400
North Haven, Maine 04853

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<http://www.northhavenmaine.org>

Land Use Permit Sketch Plan Review Application



SUBMITTAL INSTRUCTIONS

1. Procedures and requirements for Subdivision Review are contained in Article 5 of the Subdivision Ordinance for North Haven, Maine (available at the Town Office or on the [Town of North Haven Website](#)).
2. Submit this application and the appropriate number of subdivision plans and supporting materials to the Town Office. (The number of copies is covered in Article 5, Section 5.2B).
3. The Planning Board generally meets to review projects the second Wednesday of each month. For a project to be scheduled for review, we must receive the application thirty (30) days prior to the scheduled meeting. Once the application has been reviewed and considered by the Code Enforcement Officer (CEO) to be complete, you will be notified of the date of the meeting for which your project has been scheduled. If there are questions about your application, you will be contacted.
4. Submit with this application the appropriate fees as described in the Fee Schedule established by the North Haven Select Board.
5. If you have questions or need more information, let us know.

Sketch Plan Review Application

To the Code Enforcement Officer of North Haven, Maine: A Sketch Plan Application is hereby made for your review.

DATE OF APPLICATION	
NAME OF APPLICANT (APPLICANT MUST OWN THE PROPERTY OR HAVE AN OPTION OR PURCHASE AND SALES AGREEMENT TO PURCHASE THE PROPERTY)	
MAILING ADDRESS OF THE APPLICANT	
APPLICANT'S PHONE NUMBER	
APPLICANT'S EMAIL ADDRESS	
NAME OF PROPERTY OWNER (IF DIFFERENT THAN APPLICANT)	
MAILING ADDRESS OF THE OWNER	
OWNER'S PHONE NUMBER	
OWNER'S EMAIL ADDRESS	
DESIGNATED AGENT (IF APPLICABLE)	
DESCRIPTION OF THE PROJECT (ATTACH NARRATIVE IF MORE SPACE IS NECESSARY)	

PROJECT CHECKLIST

USGS Topographic Map of Area

Knox County Soil Survey of Site

TOWN OF NORTH HAVEN, MAINE

LAND DETAILS

TAX MAP AND LOT NUMBER	
SITE ADDRESS	
LAND USE DISTRICT	
TOTAL ACREAGE OF THE PARCEL	
ACREAGE TO BE DEVELOPED AND LOTS TO BE CREATED	

- Yes No Portion of the property is in the Shoreland Zone
- Yes No Land has been part of a prior approved Subdivision
- Yes No Land has been part of a prior Subdivision
- Yes No Land has been divided within the past five (5) years

The Code Enforcement Officer and/or the Planning Board reserve the right to request any reasonable additional information as may be deemed necessary and pertinent for action upon this request.

NOTE: Permit not valid until fee is paid and is good for one year from date approved by Code Enforcement Officer. The issuance of this permit in no way relieves the applicant of the responsibility of obtaining any other necessary local, state or federal permits.

Statement by Applicant: I hereby certify that the information presented above and on attached pages is true, accurate and complete to the best of my knowledge.

(Signature of Applicant)

(Date)

PLEASE DO NOT WRITE BELOW THIS LINE

For Office Use Only

Date Received: _____

Received by: _____

Fees Received: Yes No

Action:

On-site Inspection Date Set: Yes No

Date _____

Approved _____

Disapproved _____

Signatures:

Code Enforcement Officer

Planning Board

Planning Board

Planning Board

Planning Board

Planning Board