

**CHECK LIST FOR SITE PLAN APPLICATION ACCEPTANCE
TOWN OF BRISTOL PLANNING BOARD**

Tax Map # _____ Lot # _____ File # _____

Project _____ Applicant _____

The owner of the property or his designated agent (so authorized in writing) shall file a completed application NO LESS THAN fifteen (15) days prior to a regularly scheduled meeting of the Planning Board. An application will be considered complete for the purpose of submission if it meets ALL of the following requirements:

* ALL WAIVERS requested by an applicant must be done in writing. Failure to do so will result in automatic rejection.

	Planning Board		Applicant	
1. Names, addresses and telephone numbers of applicant and owner - 8.7A.1	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> Applicant Name, address & phone No.				
<input type="checkbox"/> Owner Name, address & phone No.				
<input type="checkbox"/> Owner Applicant Same				
2. Application Fees - 8.7D	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. Sufficient funds to notify abutters - 8.7D	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. Location of Site - 8.7A.2	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> Tax Map #				
<input type="checkbox"/> Lot #				
<input type="checkbox"/> Street Address				
5. Brief Description of Proposed Plan - 8.7A.3	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> Existing use <input type="checkbox"/> Proposed Use				
<input type="checkbox"/> Changes to existing use				
6. Abutters list - 8.7A.4	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7. Four Copies of Site Plan - 8.7B	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
<input type="checkbox"/> Drawn to Scale (1"=20' preferred)				<input type="checkbox"/> Waiver Requested
8. Tax Map and Lot # of adjoining properties - 8.7B.1	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
				<input type="checkbox"/> Waiver Requested
9. North Arrow - 8.7B.2	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
				<input type="checkbox"/> Waiver Requested
10. Boundary distances, monuments, bearings - 8.7B.3	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
				<input type="checkbox"/> Waiver Requested
11. Contour lines at two (2) foot intervals - 8.7B.4	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
<input type="checkbox"/> Existing				<input type="checkbox"/> Waiver Requested
<input type="checkbox"/> Proposed				
12. Streets within 100 Feet - 8.7B.6	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
				<input type="checkbox"/> Waiver Requested
13. Zoning Board Decisions 8.7B.10	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed
<input type="checkbox"/> Included <input type="checkbox"/> No ZBA decisions				<input type="checkbox"/> Waiver Requested

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(Continued)**

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14. Features within 50 feet of site - 8.7B.5 <input type="checkbox"/> Natural Features <input type="checkbox"/> Buildings <input type="checkbox"/> Proposed <input type="checkbox"/> Includes Steps, Entries and Loading Platforms <input type="checkbox"/> Existing <input type="checkbox"/> Includes Steps, Entries and Loading Platforms	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
15. Rights of way/easements - 8.7B.11 <input type="checkbox"/> Rights of way shown <input type="checkbox"/> No rights of way on property <input type="checkbox"/> Easements <input type="checkbox"/> No easements on property	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
16. Wetlands delineation - 8.7B.7 <input type="checkbox"/> Done by Licensed Professional LIC # _____ Name: _____	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
17. Surface Cover - 8.7B.8 <input type="checkbox"/> Wooded <input type="checkbox"/> Cleared <input type="checkbox"/> Gravel <input type="checkbox"/> Paved <input type="checkbox"/> Standing Water <input type="checkbox"/> Other _____	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
18. A detailed landscaping plan - 8.7B.9	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
19. Permits and Approvals 8.7C <input type="checkbox"/> Town _____ <input type="checkbox"/> State _____ <input type="checkbox"/> Federal _____	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested

• Applicants may be required to submit additional information relating to the site, neighborhood, and the proposal and its potential impact.

• Applicant is responsible for all the costs of any special investigations and of the review of documents and other materials which may be required by the application, including engineering and legal expenses. The Planning Board shall determine the scope of such investigations and reviews, and it shall determine the persons or firms to be hired for investigations and reviews.

Official Use Only

This application is <input type="checkbox"/> Accepted as complete <input type="checkbox"/> Rejected as NOT complete	by the Town of Bristol Planning Board
for the following reasons: _____	
Date _____	_____ Chairman's Signature
A Completed application is NOT a Notice of Decision by the Planning Board but indicates that the application itself is deemed complete and the process can move forward to the decision making phase.	