City of Caribou
Subdivision Review Application

Note to Applicant: Complete this application and return it with the required documents. In addition, the required fee must be returned along with this completed application. Make checks payable to: “City of Caribou”, in the amount of $180.00 for the first three lots and an additional $10.00 per each additional lot.

Please print or type all information

Name of Property Owner / Developer: _____________________________________________
Development Name: _____________________________________________________________
Location of Property (Street Locations): _____________________________________________
City of Caribou Tax Map: ________ Lot: ________ Zone: ________

Subdivision Review Application – City of Caribou, Maine

Subdivision approval will not be considered complete until the Planning Board has determined it has all of the necessary information to review the proposed subdivision and find that the subdivision is in compliance with all City of Caribou Ordinance requirements and State of Maine Statutes pertaining to the creation of a new subdivision or the re-subdivision of an existing subdivision. You are advised to meet with the Code Enforcement Officer prior to completing the application as it may not be necessary to comply with all of the items shown on the form. The review of your application shall consist of at least (3) three meetings with the Planning Board; Pre-Application Meeting, Preliminary Review and Final Plan Review presentations. Additional presentations may be required until all required information has been provided.

A "Performance Bond" may be required prior to approval of this project.

Applicant Information

Person and address to which all correspondence regarding this application should be sent to:
General Information

Aroostook County Registry Deeds: Book # ________ Page # ________ (attach copy of deed)

What interest does the applicant have in any abutting property? __________________________________

Is any portion of the property within 250 feet of the normal high water line of a lake, pond, river, or wetland or within 75 feet of any stream? (____) Yes (____) No

Is any portion of the property within a Flood Hazard Zone? (____) Yes (____) No

Total area or acreage of parcel: ____________ Total area or acreage to be developed: ____________

Has any of this land been part of a previously recorded subdivision? (____) Yes (____) No

Identify existing use(s) of land (farmland, woodlot, residential, etc.) ________________________________

Indicate any restrictive covenants to be placed in the deed: ________________________________

(Attach list if needed)
Does the applicant propose to dedicate any recreation area, or common lands?  (___) Yes  (___) No

## Recreation area(s)
- Estimated Area & Description: ____________________________________________________

## Common land(s)
- Estimated Area & Description: ____________________________________________________

### Anticipated start date for construction:
- Month / Year: ___ / ___
- Completion: ___ / ___

### Does any portion of the proposal cross or abut an adjoining municipal line?
- (___) Yes  (___) No

### Does this development require extension of public services?
- (___) Yes  (___) No
  - Roads: _____  Storm Drainage: _____  Sidewalks: _____  Sewer Lines: _____  Other: ______

### Estimated cost for infrastructure improvements:
- $____________________

### Water Supply:
- Private Well: (___)  Public Water Supply: (___)

### Sewerage Disposal:
- Private SSWD: (___)  Public Sewer: (___)

### Estimated sewerage disposal gallons per day:
- (__________ / day)

### Have the plans been reviewed by the Director of Public Works?
- (___) Yes  (___) No

### Have the plans been reviewed by the Caribou Fire Chief?
- (___) Yes  (___) No

### Have the plans been reviewed by the Caribou Police Chief?
- (___) Yes  (___) No

### Have the plans been reviewed by the Superintendent of Schools?
- (___) Yes  (___) No

### Will the development require a hydrant or dry hydrant fire pond?
- (___) Yes  (___) No

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## Pre-Application Meeting

The purpose of the pre-application meeting is to allow the presentation of general information regarding the proposed subdivision prior to the applicant's expenditure of substantial funds. Section 13-403.2;

### Requirements for Pre-Application Meeting

- **a.** Application & Sketch Plan  (___)
- **b.** Pre-Application Presentation @ P/B Meeting  (___)
- **c.** Site Inspection  (___)  Date: ___ / ___ / ___

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## Preliminary Plan Review Criterion
1. The Planning Board shall review applications first as a Preliminary Plan. Preliminary Plan Review is intended to insure the proposed plan is in conformance with the Caribou Comprehensive Plan, all City Ordinances and State Statutes. The completed application and Preliminary Plan shall be delivered to the Code Enforcement Office no less than 21 days prior to the next scheduled monthly P/B meeting. The Chairman of the Planning Board shall determine the schedule and agenda of the next meeting when the application and plan will receive Preliminary Plan Review. At a minimum, Preliminary Plan review shall include the following:

1. ___ Application
2. ___ Location Map
3. ___ Ten (10) full size 24" X 36" copies of Plans
4. Section 13-404, 2 D, 1 through 28
   1. ___ Name of the Subdivision
   2. ___ Right, Title or Interest
   3. ___ Standard Boundary Survey
   4. ___ Current Deed
   5. ___ Future Covenants, Easements or Deed Restrictions
   6. ___ Sewage Disposal and location of test pits
   7. ___ Water Supply
   8. ___ Date, North Arrow & Graphic Scale
   9. ___ Owner of Record, Applicant, adjoining property owners & plan preparer.
  10. ___ Soil Survey
  11. ___ Wetland Identification
  12. ___ Number of Acres, location of property lines, existing buildings, vegetation, physical features, trees larger than 24" in diameter and location of clearings.
  13. ___ Rivers, streams, brooks, lakes and ponds within or adjacent to the subdivision.
  14. ___ Contour Lines (Not greater than 10' intervals for topographic lines))
  15. ___ Shoreland Zoning if Applicable
  16. ___ Existing and Proposed Culverts
17. ___ Existing Roads, Highways, Easements, Parks or Open Space within the subdivision.

18. ___ Proposed Roads, Public Improvements, Open Space within the subdivision.

19. ___ Lot lines, dimensions and area of lots.

20. ___ Public Use Lots

21. ___ Dedicated Open Space for Public Use

22. ___ Flood Management

23. ___ Hydro-Geologic Survey

24. ___ Estimate of Traffic

25. ___ Wildlife Habitat

26. ___ Great Pond Watershed  (N/A to any water body in Caribou)

27. ___ Estimate of Additional Expenses to be incurred by Caribou to support & maintain the development of the subdivision such as Schools, Police, Water, Recreation, Wastewater, Roads, Storm Water or Solid Waste Disposal.

28. ___ Estimate of Taxable Valuation @ completion of the subdivision

Items to be waived from Final Plan:  ___________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
7. Final **Plans to show the following elements for review:**

<table>
<thead>
<tr>
<th>Caribou Code, Section 13-406, pg. 807</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>A. Pollution</td>
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<td>B. Sufficient Water</td>
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<td>C. Municipal Water Supply</td>
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<td>H. Aesthetic, Cultural and Natural Values</td>
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<td>I. Conformity with Local Ordinance and Plans</td>
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<td>J. Financial and Technical Capacity</td>
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<td>K. Surface Water and Outstanding River Segments</td>
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<td>L. Groundwater</td>
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<td>M. Flood Areas</td>
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<td>N. Freshwater Wetlands</td>
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<td>O. River Stream or Brook</td>
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<td>P. Storm Water</td>
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<td>Q. Spaghetti Lots Prohibited</td>
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<td>R. Lake Phosphorus Concentration (State)</td>
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<td>S. Impact on Adjoining Municipalities (State)</td>
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### Section 13-407, pg. 809

1. Blocks

2. Relation of Subdivision to Community Facilities

3. Performance Guarantees

4. Parking, Driveways, Roads and Sidewalks

### Section 13-700, pg.859

2. Archaeological Sites

8. Easement for Natural Drainage

10. Erosion & Sedimentation Control

12. Fire Protection

15. Impact on Natural Beauty, Aesthetics, Historic Sites, Wildlife Habitat, Rare Natural Areas & Public Access to the Shoreline

16. Impact on Water Quality in Shoreline

18. Lots and Density

19. Monumentation

21. Preservation of Natural Features

23. Rear Lots

24. Reservation or Dedication and Maintenance of Useable Open Space and Common Land, Facilities and Services

27. Sewage Disposal

28. Sidewalks

30. Storm Water Management

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If the application and plan is found to be complete with all elements of review satisfactory to the Planning Board or waived by the Planning Board, the applicant shall provide 3 complete, full size 24" X 36" Subdivision Plans appropriate for signatures and recording at the Registry of Deeds.

**City of Caribou, Maine**  
**Planning Board**

Subdivision Review for:  

Map / Lot & Address:

On _________________________(date) the members of the Caribou Planning Board met to consider the application for Subdivision Review on the property referenced above.

The application was: **Denied** / **Approved** / **Approved with conditions**

Approved by the Caribou Planning Board

Signed:  

___________________________________ Chairman of the Planning Board

___________________________________

___________________________________

___________________________________

_________________  __________________

Date: _____ / _____ / _____

Conditions of Approval:

_______________________________________________________________________________________

_______________________________________________________________________________________

_______________________________________________________________________________________

_______________________________________________________________________________________