



Development Review Checklist

City of Auburn Planning and Permitting Department
City of Lewiston Department of Planning and Code Enforcement



**THE FOLLOWING INFORMATION IS REQUIRED WHERE APPLICABLE TO BE
SUBMITTED FOR AN APPLICATION TO BE COMPLETE**

PROJECT NAME: _____

PROPOSED DEVELOPMENT ADDRESS and PARCEL #: _____

| <i>Required Information</i> | | <i>Check Submitted</i> | | <i>Applicable Ordinance</i> | |
|-----------------------------|---|------------------------|--------------|-----------------------------|---------------|
| | | <i>Applicant</i> | <i>Staff</i> | <i>Lewiston</i> | <i>Auburn</i> |
| Site Plan | | | | | |
| | Owner's Names/Address | | | | |
| | Names of Development | | | | |
| | Professionally Prepared Plan | | | | |
| | Tax Map or Street/Parcel Number | | | | |
| | Zoning of Property | | | | |
| | Distance to Property Lines | | | | |
| | Boundaries of Abutting land | | | | |
| | Show Setbacks, Yards and Buffers | | | | |
| | Airport Area of Influence (Auburn only) | | | | |
| | Parking Space Calcs | | | | |
| | Drive Openings/Locations | | | | |
| | Subdivision Restrictions | | | | |
| | Proposed Use | | | | |
| | PB/BOA/Other Restrictions | | | | |
| | Fire Department Review | | | | |
| | Open Space/Lot Coverage | | | | |
| | Lot Layout (Lewiston only) | | | | |
| | Existing Building (s) | | | | |
| | Existing Streets, etc. | | | | |
| | Existing Driveways, etc. | | | | |
| | Proposed Building(s) | | | | |
| | Proposed Driveways | | | | |
| Landscape Plan | | | | | |
| | Greenspace Requirements | | | | |
| | Setbacks to Parking | | | | |
| | Buffer Requirements | | | | |
| | Street Tree Requirements | | | | |
| | Screened Dumpsters | | | | |
| | Additional Design Guidelines | | | | |
| | Planting Schedule | | | | |

| Required Information | | Check Submitted | | Applicable Ordinance | |
|--|---|------------------------|--------------|-----------------------------|---------------|
| | | Applicant | Staff | Lewiston | Auburn |
| Site Plan | | | | | |
| Stormwater & Erosion Control Plan | | | | | |
| | Compliance w/ chapter 500 | | | | |
| | Show Existing Surface Drainage | | | | |
| | Direction of Flow | | | | |
| | Location of Catch Basins, etc. | | | | |
| | Drainage Calculations | | | | |
| | Erosion Control Measures | | | | |
| | Maine Construction General Permit | | | | |
| | Bonding and Inspection Fees | | | | |
| | Post-Construction Stormwater Plan | | | | |
| | Inspection/monitoring requirements | | | | |
| | Third Party Inspections (Lewiston only) | | | | |
| Lighting Plan | | | | | |
| | Full cut-off fixtures | | | | |
| | Meets Parking Lot Requirements | | | | |
| Traffic Information | | | | | |
| | Access Management | | | | |
| | Signage | | | | |
| | PCE - Trips in Peak Hour | | | | |
| | Vehicular Movements | | | | |
| | Safety Concerns | | | | |
| | Pedestrian Circulation | | | | |
| | Police Traffic | | | | |
| | Engineering Traffic | | | | |
| Utility Plan | | | | | |
| | Water | | | | |
| | Adequacy of Water Supply | | | | |
| | Water main extension agreement | | | | |
| | Sewer | | | | |
| | Available city capacity | | | | |
| | Electric | | | | |
| | Natural Gas | | | | |
| | Cable/Phone | | | | |
| Natural Resources | | | | | |
| | Shoreland Zone | | | | |
| | Flood Plain | | | | |
| | Wetlands or Streams | | | | |
| | Urban Impaired Stream | | | | |
| | Phosphorus Check | | | | |
| | Aquifer/Groundwater Protection | | | | |
| | Applicable State Permits | | | | |

| Required Information | | Check Submitted | | Applicable Ordinance | |
|---|---|------------------------|--------------|-----------------------------|---------------|
| | | Applicant | Staff | Lewiston | Auburn |
| Site Plan | | | | | |
| | No Name Pond Watershed (Lewiston only) | | | | |
| | Lake Auburn Watershed (Auburn only) | | | | |
| | Taylor Pond Watershed (Auburn only) | | | | |
| Right Title or Interest | | | | | |
| | Verify | | | | |
| | Document Existing Easements, Covenants, etc. | | | | |
| Technical & Financial Capacity | | | | | |
| | Cost Est./Financial Capacity | | | | |
| | Performance Guarantee | | | | |
| State Subdivision Law | | | | | |
| | Verify/Check | | | | |
| | Covenants/Deed Restrictions | | | | |
| | Offers of Conveyance to City | | | | |
| | Association Documents | | | | |
| | Location of Proposed Streets & Sidewalks | | | | |
| | Proposed Lot Lines, etc. | | | | |
| | Data to Determine Lots, etc. | | | | |
| | Subdivision Lots/Blocks | | | | |
| | Specified Dedication of Land | | | | |
| | | | | | |
| Additional Subdivision Standards | | | | | |
| | Single-Family Cluster (Lewiston only) | | | | |
| | Multi-Unit Residential Development (Lewiston only) | | | | |
| | Mobile Home Parks | | | | |
| | Private Commercial or Industrial Subdivisions (Lewiston only) | | | | |
| | PUD (Auburn only) | | | | |
| A JPEG or PDF of the proposed site plan | | | | | |
| Final sets of the approved plans shall be submitted digitally to the City, on a CD or DVD, in AutoCAD format R 14 or greater, along with PDF images of the plans for archiving | | | | | |