



Department of Plan Review

Site Plan

Submission Checklist
SLDR Section 3.18

	TLPF -	
<i>APPLICATION NAME</i>		<i>TOL APPLICATION NUMBER</i>

1st Submission

Is this site adjacent to or contain a watercourse with a drainage area equal to or greater than 50 acres?

- No**, a pre-application meeting is NOT required.
- Yes**, a pre-application meeting is required; confirmation including meeting minutes and documentation of decisions made are to be included with this application.
 - Pre-application meeting confirmation (include meeting minutes & documents of decisions made)
- Completed Land Development Application
- Fee: \$10,000.00 plus \$200.00 per acre plus percentage of proposed public/site improvements (See Fee Schedule)**
- # Copies of Plan: 10
- ESI Acceptance Transmittal (If ESI Member)
- ESI Checklist (If ESI Member)
- Proof of Town Taxes Paid
- Adjacent Owner Notifications
- Water Analysis Model
- Traffic Study (If Applicable)
- Floodplain Study (If Applicable)

2nd Submission

- LMIS #:
- # Copies of Plan: 10
- ESI Acceptance Transmittal (If ESI Member)
- Geotechnical Report
- Response to Staff and Referral Agency Comments
- Sealed Bond Estimate on Town (ESI Certified) Spread Sheet

8/28/2013
Page 1 of 2



Department of Plan Review

Site Plan

Submission Checklist

***3rd Submission**

- LMIS #:
- Fee: \$5,000.00
- # Copies of Plan: 10
- ESI Acceptance Transmittal (If ESI Member)
- Geotechnical Report
- Response to Staff and Referral Agency Comments
- Sealed Bond Estimate on Town (ESI Certified) Spread Sheet

Signature Set Submission

- LMIS #:
- Fee: \$2,500.00
- #Copies of Plan: 10
- Response to Staff and Referral Agency Comments (if any)

**Applies to additional submissions after 2nd submission (excluding signature sets)*

*** Includes front loaded inspection fees for Public Works and Utilities*