

Town of Bridgton

Tower Application



**Bridgton Town Office
Three Chase Street, Suite 1
Bridgton, Maine 04009
207-647-8786**

Revised 07/26/2016

BRIDGTON PLANNING BOARD
Three Chase Street, Suite 1, Bridgton, Maine 04009
207-647-8786
Tower Application

Fee: \$100.00 In addition to this fee, a \$250.00 escrow deposit is required.

The escrow deposit is used to cover out-of-pocket expenses for advertising and any additional administrative costs. Unused funds will be returned to the applicant within 30 days of the final review process. If the processing fees for an application exceed the \$100.00 amount, the applicant will be notified that an additional charge will be required before the review process is allowed to continue.

Upon submission of this application the information contained herein becomes available to the public.

DATE: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____

REPRESENTATIVE OR OWNER'S NAME: _____

SUBJECT PROPERTY LOCATION: _____

TAX MAP: _____

LOT: _____

IS LOCATION IN SHORELAND ZONING? Yes _____ No _____

(If yes, provisions of the Town of Bridgton Shoreland Zoning Ordinance will also apply to this application, therefore, please provide documentation that the project is in compliance with the Town of Bridgton Shoreland Zoning Ordinance).

CURRENT PROPERTY USE: _____

PROPOSED USE OF PROPERTY: _____

All applications shall be reviewed by the Planning Board of the Town of Bridgton in accordance with the procedure, standards and submission requirements set forth below and of The Bridgton Site Plan Review Ordinance and the Bridgton Shoreland Zoning Ordinance as applicable.

All activities or construction that require a permit in accordance with this Ordinance shall be submitted in an application to the Code Enforcement Officer. The Code Enforcement Officer, after reviewing the application to determine if it contains sufficient information as required below, will schedule the completed application for review at the next available meeting of the Planning Board.

Each application for a permit under this Ordinance shall submit a scaled plan and application in accordance with the following submission requirements:

The Applicant shall submit 8 copies of the completed application along with all required documentation to the Town at least 12 days before the meeting of the Planning Board at which the Applicant wants to be heard.

_____ A cover letter describing the project.

_____ Location of the proposed structure, including map/lot number and street address.

_____ Name of owner or operator of the telecommunications facility, tower or wind energy system and owner of property.

_____ Proof of right, title and interest to use the property on which the telecommunications facility, tower or wind energy system is proposed.

_____ Name of company(ies) responsible for constructing and/or maintaining the telecommunication facility, tower or wind energy system.

_____ Date the telecommunication facility, tower or wind energy system in cases of co-location, was initially constructed or is proposed to be constructed.

_____ A description and construction detail of the telecommunication facility, tower or wind energy system, including: plot plan identifying location of the tower on the property; dimensions of the tower; structural supports, if any; lighting; color; and equipment located on the structure, if any. This description shall also identify any accessory structures that are essential to operation of the telecommunication facility.

_____ A topographic map, drawn at a scale of 1 inch = 50 feet (or other appropriate scale as determined by the Planning Board) of the property proposed as location of the structure. The topographic map shall identify: accurate contours at not less than 5 foot intervals (or other dimensions of the property; appropriate scale as determined by the Planning Board) existing vegetation, particularly noting height, diameter, density, quality, and type (deciduous or evergreen) of existing trees, wetlands, floodplains, streams and open bodies of water; ledge outcrops; soils data, medium intensity; all existing structures on the property; and any right-of-ways, easements, or similar encumbrances on the property; and other significant features.

_____ A locus map drawn at a scale of not less than 1 inch = 100 feet (or other appropriate scale as determined by the Planning Board) that identifies all properties, all residences, all non-residential structures, all roads and the natural topography (vegetation and contours at 20 foot intervals) of the area located within a radius of 1000 feet of the proposed telecommunication facility location.

_____ A landscape plan prepared at a scale of 1 inch = 50 feet (or other appropriate scale as determined by the Planning Board) that

identifies how the applicant shall satisfy landscape, screening and buffering requirements.

_____ A visual impact analysis prepared by a landscape architect or other qualified professional that quantifies the amount of visual impact on properties located within 500 feet, within 2,500 feet and within 2 miles of the proposed telecommunication structure. This analysis shall include recommendations to mitigate adverse visual impacts on such properties.

An analysis prepared by a qualified professional that describes why this site and structure is critical to the operation for which it is proposed. The analysis shall address, at a minimum; existing and proposed service area maps; how this structure is integrated with other company operations, particularly other structures in Bridgton and surrounding communities; future expansion needs in the area; the effect on company operations if this structure is not constructed in this location; other sites evaluated for location of this structure and how such sites compare to the proposed site; other options, if any, which could be used to deliver similar services, particularly if the proposed equipment can be co-located (shared use) on an existing structure; and an analysis to the projected life cycle of this structure and location.

_____ Certification by a structural engineer that construction of the structure shall satisfy all Federal, State and Local building code requirements as well as be able to satisfy the needs of maximum permitted co-location at the site (as approved by the Planning Board) per the height limits of the applicable zoning district.

_____ Payment of all required performance guarantees as a condition of plan approval - with a note on the plan so stating.

_____ Submit a plan for removal of the structure and restoration of the site.

_____ The developer or their authorized agent shall be responsible for notifying owners of all properties that directly abut or are located within one thousand (1,000) feet of any property line of the property for which the telecommunication facility, tower or wind energy system is requested not less than twelve (12) days prior to the meeting. Notice to the owners within the first 500 feet shall be by certified mail with the remaining notices by first class mail).

Notice shall also be given by certified mail to any town located within 1,000 feet of the proposed telecommunication facility, tower or wind energy system. The applicant shall present proof of such notification satisfactory to the Code Enforcement Officer. The applicant shall also notify the Bridgton Town Manager at the Bridgton Town Office, Three Chase Street, Suite 1, Bridgton, Maine 04009 of the proposed application using certified mail return receipt. The notification shall include: the name of the applicant, location of the property, a brief description of the project, and a plot plan identifying the proposed site layout in relation to nearby streets and properties.

_____ Date of list used (see above).

_____ The Planning Board has discretion to request additional information to proceed with the review process the cost of producing such additional information to be borne solely by applicant.

_____ All applications shall be accompanied by a fee as provided in the Town of Bridgton Fee Schedule.

_____ During the review process of the application the Planning Board shall have the authority to request additional information from the applicant. If the information requested by the Planning Board is not submitted within three (3) months from the date the Planning Board made the request the application is considered null and void. The Planning Board may grant an extension to the three (3) months upon request by the applicant in writing and demonstrating that the time period cannot be complied with due to circumstances beyond the control of the applicant. This Section does not apply if the application is subject to specific time frames set forth by FCC standards or the Telecommunications Act

All applications submitted to the Bridgton Planning Board for review must meet the following review guidelines as set forth in Section VI of the Town of Bridgton Tower Ordinance. Please refer to the Tower Ordinance for details.

1. Height of proposed tower;
2. Proximity of tower to residential development or zones;
3. Nature of uses on adjacent or nearby properties;
4. Surrounding topography;
5. Surrounding tree coverage;
6. Design of tower;
7. Safety of ingress and egress;
8. Availability of suitable existing towers;
9. Visual impact on view sheds;
10. Visual impact on view from public park;
11. Tower construction;
12. Wildlife impact.

**Sample Letter
Abutter Notification**

Date:

Subject Property Location:

Map: _____

Lot: _____

To:

This is to inform you that I am submitting an application to the Bridgton Planning Board for a _____.

The Bridgton Planning Board will begin review of the application on Tuesday, _____ at 6:00p.m. The meeting will be held at the Bridgton Town Office, Three Chase Street, Suite One, Bridgton, Maine. Enclosed please find a sketch of the proposed project and location.

An application is also on file at the Bridgton Town Office for further review. If you have any questions, please feel free to contact me at _____ . You may also contact Robert Baker, Code Enforcement Officer or Georgiann Fleck, Secretary, at the Bridgton Town Office, 207-647-8786.

Sincerely,

TOWN OF BRIDGTON
THREE CHASE STREET, SUITE 1
BRIDGTON, MAINE 04009
207-647-8786

The following is a list of permits/licenses that may be applicable to the project you are proposing. It is strongly recommended that the applicant(s) contact the State of Maine Agencies directly concerning their licenses/permits.

Town of Bridgton - Code Enforcement Office

- _____ Plans showing development or renovations
- _____ Building/Razing Permit
- _____ Plumbing Permit (Interior/Exterior)
- _____ Site Plan Review (Minor/Major)
- _____ Business Information Form
- _____ Occupancy Permit
- _____ Sign Permit
- _____ Road Entrance Permit
- _____ Sewer Allocation Request
- _____ Shoreland Zoning Ordinance
- _____ Floodplain Ordinance
- _____ Subdivision Regulations
- _____ Meet with Economic Development Director

Town of Bridgton - Town Clerk

- _____ Victualer's License - Fast Food
- _____ Victualer's License - Restaurant (Under 50 seating capacity)
- _____ Victualer's License - Restaurant - Over 50 seating capacity)
- _____ Bed and Breakfast
- _____ Innkeeper
- _____ Liquor License
- _____ Hawker & Peddler
- _____ Outdoor Entertainment
- _____ Special Amusement Permit
- _____ Pinball Machine License
- _____ Junkyard
- _____ Pool Room License

State of Maine - State Fire Marshal's Office 207-626-3880

- _____ Construction Permit
- _____ Barrier Free Permit
- _____ Sprinkler Permit
- _____ Dance License

Miscellaneous

- _____ Department of Economic & Community Development 800-872-3838
- _____ Department of Human Services 207-287-5671
- _____ Department of Agriculture 207-287-3841
- _____ Department of Environmental Protection (DEP) 207-822-6300
- _____ Department of Drinking Water Program 207-287-2070

- _____ Dig Safe 800-225-4977
- _____ Utility Connection Permits (Elec./Tele.) (contact appropriate utility)
- _____ Bridgton Water District 207-647-2881