

**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

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

	Planning Board			Applicant	
<b>1. Names, addresses and telephone numbers of applicant and owner - 8.9A.1</b>	<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					
<b>2. Application Fees - 8.9B</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>3. Sufficient funds to notify abutters - 8.9B</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>4. Location of Site - 8.9A.2</b>	<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					
<b>5. Brief Description of Proposed Plan - 8.9A.3</b>	<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					
<b>6. Description of types of services and/or products to be involved - 8.9A.3</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>7. Abutters list - 8.9A.5</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>8. Four copies of Bristol Tax Map showing all adjoining properties and zoning district - 8.9A.6</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<b>9. North Arrow - 8.9A.7</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<b>10. Written statement with calculations depicting how the parking requirements are being met 8.9A.9</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<b>11. Rights of way/easements - 8.9A.10</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<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					
<b>12. Copies of any relevant permits or approvals - 8.9A.11</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<b>13. Zoning Board Decisions 8.9A.8</b>	<input type="checkbox"/> Included	<input type="checkbox"/> Waived	<input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed	<input type="checkbox"/> Waiver Requested
<input type="checkbox"/> Included <input type="checkbox"/> No ZBA decisions					

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(Continued)**

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Project \_\_\_\_\_ Applicant \_\_\_\_\_

	Planning Board	Applicant
14. Description of changes in exterior lighting, if any - 8.9A.12	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
15. Approval Block - 8.9A.13	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested
16. Any other information required by the Planning Board - 8.9B	<input type="checkbox"/> Included <input type="checkbox"/> Waived <input type="checkbox"/> Insufficient	<input type="checkbox"/> Enclosed <input type="checkbox"/> Waiver Requested

**Official Use Only**

<p>This application is <input type="checkbox"/> Accepted as complete <input type="checkbox"/> Rejected as NOT complete <b>by the Town of Bristol Planning Board</b></p> <p>for the following reasons: _____</p>
<p>Date _____</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Chairman's Signature</p>
<p>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.</p>