



B100a – Plan Review Application

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Application #: _____ Fee Paid: _____ Check # or Cash: _____
Taxes Paid: [] or Taxes Due: [] Tax Collector/Asst TC Signature: _____ Date: _____

- Fees: [] Building Conversion/Change in Use - \$100 [] Engineered Plan Review for New/Repaired Septic System - \$100
[] Building Addition - \$100 [] Engineered Plan Review for Subdivision Per Lot - \$150
[] Accessory Structure/Deck/Pool/≥200ft² Shed - \$50 [] Sewage Disposal Area Preservation (Irrigation, Buried Fuel Tank, Utility Service Trench, Etc) - \$50 *Water Treatment Waste-No Fee
[] Lot Line Change For Each Property - \$50

Street Location _____ Map _____ Lot _____

Property Owner Name _____ Phone _____

Mailing Address _____ Email _____

Applicant Name _____ Phone _____

Mailing Address _____ Email _____

License # (if applicable) _____ License Exp. Date _____

I hereby request Health Department approval of a plan consisting of:

- [] Building Conversion or Change in Use
[] Increase the number of bedrooms from _____ to _____
[] Change Use of an Existing Building from _____ to _____
[] Convert Use within an Existing Building from _____ to _____
[] Winterize a seasonal building _____
[] Build an Addition or Renovate an existing building. This addition or renovation will:
[] Proposed addition will be (describe use): _____
[] Increase heated/habitable space in the existing structure by _____ sq. ft.
[] Increase lot coverage by _____ sq. ft.
[] Construct or Increase the size of an accessory structure:
[] Garage _____ sq. ft. [] Open Deck/Porch _____ sq. ft. [] In-ground pool
[] Shed/Gazebo _____ sq. ft. [] Three-season/Sun Room _____ sq. ft. [] Above-ground pool
[] Barn _____ sq. ft. [] Other accessory building type: _____ sq. ft.
[] Lot Line Change (Property survey must be submitted)
[] Existing lot with septic system [] Existing Lot (Vacant Land) [] Create subdivision with _____ # of lots.
[] Sewage Disposal Preservation Area: (Irrigation lines, Buried fuel tanks, Utility service trench, Walls or cuts downgradient of the leaching system, Water treatment wastewater system, or other projects which change the soil hydraulics)
[] Engineered Plan Review for New or Repaired Septic System

Provide a brief description of the project _____

Applicant Must Provide the following information with this application: (check attached documents)

- [] Site plan layout showing the Property Lines, All Existing Structures, Proposed Addition/Modification, Size and Location of the Existing Septic System (Septic Tank, Pump Chamber, Leaching Fields) and Well or Public Water Line.
[] Existing Septic Layout (As-Built) [] No Septic Records Available [] Soil Test Data (if available)
[] Interior Floor Plans [] Current Septic Pump-Out Report [] Date of Pump-Out: _____

Applicant Signature: _____ Date: _____



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Building Conversion, Winterization, Change In Use, Bedroom Additions

Applicable

Has a Code Complying Area been determined for this property?

Yes No

Will the proposed Change In Use result in a **50% or greater increase** in Design Flow?

Yes No

If Yes, Per the Town of Westbrook Code of Ordinances Chapter 18, Article III, Sec. 18-35, will the property owner be required to expand the existing septic system?

Yes No

Building Addition

Applicable

Has a Code Complying Area been determined for this property?

Yes No

If a Code Complying Area is not found, does the application meet the following conditions?

1. Replacement area provides 50% of required Effective Leaching Area
2. Replacement area provides 50% of required MLSS
3. NO exception to Well separation distance is required
4. The addition does not reduce the potential repair area
5. The addition does not increase the design flow of the building

Yes No

Accessory Structures: Garages, Pools, Sheds, Decks, Porches, etc.

Applicable

Has a Code Complying Area been determined for this property?

Yes No

If a Code Complying Area is not found, does the application meet the following conditions?

1. Accessory structure does not reduce the potential repair area
2. Separation distances between the accessory structure and any part of the existing septic system shall comply with Technical Standards requirements

Yes No

Lot Division, Lot Line Changes, Lot Reductions

Applicable

Has a Code Complying Area been determined on the lot containing the existing building and has a Code Complying Primary and Reserve Area been determined for the new lot?

Yes No

Sewage Disposal Area Preservation

Applicable

Has a Code Complying Area been determined for this property?

Yes No

Is the B100a Proposal Approved:

Yes No N/A

Is the Engineered Plan Review for a New or Repaired Septic System Approved?

Yes No N/A

Comments: _____

Health Department Signature: _____

Date: _____