



**Town of Falmouth**  
Street Acceptance Applications  
Submittal Requirements

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Submittals for street acceptance must be in the following format or will not be accepted. Please contact Melissa Tryon at 699-5335 or [mtryon@town.falmouth.me.us](mailto:mtryon@town.falmouth.me.us) if you have any questions.

You must submit a separate application form for each street to be considered. You may submit the same plan sets, deed and other documentation for each street.

Submissions shall include:

1. Two (2) sets of full-size plans (maximum size 24 x 36)–Multiple page sets shall have a cover sheet with plan index and shall note the project name, plan date, street address and map-lot number in the lower right hand corner. Sets shall be collated and bound. All plan sheets submitted shall bear stamps and signatures of preparers.
2. One (1) electronic set of plans in .pdf format and appropriately scaled to 24 x 36 is required. One (1) additional electronic set of plans in .dwg format is desirable.
3. One (1) reduced-sized 11” x 17” plan set.
4. Two (2) sets of supporting documents (including application form and checklists) with original signatures and stamps. Waivers shall be submitted as a separate document and include supporting evidence why the waiver should be considered.