

Approved by the Planning Board March 10, 2011

CEO/PERMIT APPLICATION

Town of Machiasport

Please refer to the Shoreland Zoning Ordinance for assistance in completing work in the Shoreland Zone. Be advised certain commercial, industrial, subdivision and residential structures are required to comply with federal and/or state minimum standards and regulations in addition to town requirements. Examples would be building in the Shoreland Zone, rules set forth by the Department of Environmental Protection, Submerged Lands, the Army Corp of Engineers, etc... (Please attach a copy of all required approvals). Please note the CEO may issue certain Permits as described in the Town's Building Permit Ordinance and Shoreland Zone Ordinance. The Planning Board does not grant variances. This is the responsibility of the Board of Appeals.

Date of Application _____ CEO Permit Number: _____
Date Fee Paid _____ Amount _____ a fee of \$40 must be paid at time of Application.

1. MAP # _____ LOT # _____ (Attach a copy of the Town's Tax Map)

2. LOCATION/ADDRESS:

3. LEGAL STANDING: (Landowner's proof of ownership): What is the proof of legal standing (Ownership) being provided?
____ Tax Bill ____ Deed ____ Other _____ (Attach a copy of the legal standing documentation)

NOTE: The Applicant must attach a written authorization from the landowner appointing him/her as the landowner's legal DESIGNEE to complete and sign this Application

4. LANDOWNER:

APPLICANT (If other than Landowner*):

Name: _____
Address: _____
Home Phone Number: _____
Local Phone Number: _____
Cell Phone Number: _____
EMAIL: _____

Name: _____
Address: _____
Business Phone: _____
Home Phone: _____
Cell Phone Number: _____
EMAIL: _____

5. PURPOSE OF THIS APPLICATION:

- ____ Temporary Pier (Authorized by the Building Permit Ordinance)
- ____ Timber Harvesting
- ____ Clearing or removal for vegetation for activities other than timber harvest
- ____ Roadside distribution Lines (34.5kV and lower)- (LR/R)
- ____ Non-roadside or cross-country distribution lines involving 10 poles or less in SLZ- (LR/R, LC, GD, CF/MA)
- ____ Filling and earth moving of <10 cubic yards (RP/RPW)
- ____ Filling and earth moving of >10 cubic yards (LR/R, LC, GD, CF/MA)
- ____ Modification to an existing Permit issued by the CEO- Describe _____ Date Original Permit Issued _____
- ____ Other Explain _____

6. DESCRIBE WORK TO BE DONE

NOTE: A Site Map is a drawing: (Please attach a drawing of the proposed project and locate its position on the lot)

NOTE: If a lot owner wishes to move more than 10 cubic yards (1 dump truck load) of earth in the 250 foot Shoreland zone then a PERMIT is required. Applications for a permit can be obtained from the Town Office or the Code Enforcement Officer. The Code Enforcement Officer is responsible for approving the Application and issuing the permit. Copies will be kept at the Town Office.

7. LIST ALL ABUTTING LANDOWNERS Show on site map, item # 2 above

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8. LOT SIZE/SETBACKS/HEIGHTS

____ YES ____ NO Does the PROJECT meet all setback and/height requirements?

9. SUMMARY OF ATTACHMENTS REQUIRED

- A. Attach a SITE MAP/SKETCH PLAN drawn to scale (10 feet per square).
- B. Attach a copy of the applicable town tax map showing the map number and the lot number of the property.
- C. Attach a copy of any official decisions and explain if there are any pending applications to Federal, State or other local agencies regarding the use of this Property. (Examples would be: approvals from the Environmental Protection Agency, the Army Corps of Engineers, the Department of Environmental Protection and Submerged Lands).
- D. Attach any other evidence necessary to show the ability to meet all of the Shoreland Zoning Ordinance requirements

10. DECLARATION OF APPLICANT:

I _____ declare that:

I am the authorize applicant for this PERMIT. I further declare that the information I am providing is true and correct to the best of my knowledge. I understand that the Permit will be approved or denied by the CEO on the basis of the information provided with this Application. I agree that I will not start this project until this application has been approved, and I have been issued a Permit, and I have obtained all other signatures and approvals, including but not limited to approvals for culverts, septic systems (HHE200), Dig Safe, etc).

_____ and/or _____
Landoner Date Landowner's Legal DESIGNEE Date

11. CODE ENFORCEMENT OFFICER ACTION:

_____ APPROVED by the CEO

Describe the Project approved by the CEO _____

_____ DENIED by the CEO. If DENIED, State the reason for denial.

Code Enforcement Officer _____ Date Approved by CEO _____

If the Permit is DENIED, an Appeal may be made to the Board if Appeals. It is the Applicants responsibility to meet the Board of Appeal deadlines.

This Original Application is kept of file in the Town Office- Planning Board Files

Copies of this Permit are provided to the Code Enforcement Officer (CEO) and filed in the Planning Board files

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Code Enforcement Officer PERMIT

LANDOWNER:

Name: _____

Address: _____

Phone Number: _____

APPLICANT (If other than Landowner):

Name: _____

Address: _____

Business Phone: _____

- Temporary Pier (Authorized by the Building Permit Ordinance)
- Timber Harvesting
- Clearing or removal for vegetation for activities other than timber harvest
- Roadside distribution Lines (34.5kV and lower)- **(LR/R)**
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(LR/R, LC, GD, CF/MA)
- Filling and earth moving of <10 cubic yards **(RP/RPW)**
- Filling and earth moving of >10 cubic yards **(LR/R, LC, GD, CF/MA)**
- Modification to an existing Permit issued by the CEO- Describe _____ Date Original Permit Issued _____
- Other Explain _____

PROJECT DESCRIPTION- (Check those that apply)

DESCRIBE WORK TO BE DONE _____

CONCONDITIONS are _____

_____ **APPROVED** by the CEO

_____ **DENIED** by the CEO. **If DENIED, State the reason for the denial.**

Code Enforcement Officer

Date

If the Permit is DENIED, Appeal may be made to the Board if Appeals. It is the Applicants responsibility to meet the Board of Appeal deadlines.

Original Permit is provided to the Applicant

A Copy stays Code Enforcement Officer

A Copy is provided to the Planning Board

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