



TOWN OF HARPSWELL
SHORELAND USE APPLICATION

(CEO APPROVAL STICKER)

COMMENTS OR CONDITIONS OF APPROVAL:

(FLOOD PLAIN APPROVAL STICKER)

NAME & ADDRESS OF CONTRACTOR/BUILDER

PHONE #

SHORELAND USE PERMITS ARE VALID FOR ONE (1) YEAR FROM THE DATE OF ISSUANCE AND
DO NOT INCLUDE ANY OTHER STATE OR FEDERAL PERMITS.

For Office Use Only: Application Received _____ Permit Fee _____ Payment Received _____
Approved By _____

PLOT PLANS, DRAWINGS AND ALL OTHER PERTINENT INFORMATION MUST ALSO BE INCLUDED WITH THIS APPLICATION FORM.
INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED

Property Owner (s) _____ Phone _____

Mailing Address _____ Map _____ Lot _____ Zone _____

Applicant Name and Address ** _____ Phone _____

**Note: if the applicant is not the owner of the property, a letter of authorization from the owner(s) must accompany this application.

Location or Physical Address of Site: _____ Estimated Cost _____

ACTIVITIES THAT WILL OCCUR TO THE PROPERTY IF THIS PERMIT IS APPROVED
 VEGETATION REMOVAL EARTH MOVING AND/OR FILLING
 CONSTRUCT A PIER, DOCK, WHARF OR BRIDGE INSTALL SEAWALL, RIPRAP OR ANY ACTIVITY CONDUCTED BELOW THE HIGH WATER MARK OTHER _____

Project Description:

I UNDERSTAND THAT I MAY NOT START ANY PART OF MY PROJECT WITHOUT FIRST RECEIVING MY PERMIT. I HEREBY ATTEST THAT THE ABOVE INFORMATION AND ALL SUPPLEMENTAL INFORMATION SUBMITTED WITH THIS APPLICATION IS CORRECT TO THE BEST OF MY KNOWLEDGE. I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THIS JURISDICTION.

Applicant Signature _____ Date _____

ADDITIONAL PERMITS, APPROVALS AND INSPECTIONS REQUIRED
ARMY CORPS OF ENGINEERS _____ D.E.P. _____ HARBORMASTER _____ PLANNING BOARD _____
BOARD OF APPEALS _____ SELECTMEN _____ OTHER _____
ALL OTHER PERMITS ARE REQUIRED TO BE ON FILE WITH THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF WORK.

FLOOD HAZARD DEVELOPMENT APPLICATION

_____, Maine

(All applicants must complete entire application)
[60.3(e)]

Application is hereby made for a Flood Hazard Development Permit as required under Article II of the Floodplain Management Ordinance of _____, Maine, for development as defined in said ordinance. This permit application does not preclude the need for other municipal permit applications.

Owner: _____	Address: _____
Phone No.: _____	_____
Applicant: _____	Address: _____
Phone No.: _____	_____
Contractor: _____	Address: _____
Phone No.: _____	_____

LEGAL DESCRIPTION

Is this part of a subdivision? Yes No If yes, give the name of the subdivision and lot number:

Subdivision: _____	Lot #: _____
Tax Map: _____	Lot #: _____
Address: _____	
Street/Road Name	
Zip Code: _____	
Town/Zip Code	

General explanation of proposed development: _____

Estimated Value of Proposed Development: \$ _____

Proposed Lowest Floor elevation [for new or substantially improved structure]: _____

OTHER PERMITS

Are other permits required from State or Federal jurisdictions? Yes No
If yes, are these other permits attached? Yes No Not Applicable

Federal and State Permits may include but are not limited to: ME/DEP/Natural Resource Protection Act, Site Location of Development Act, Metallic Mineral Exploration, Advanced Exploration and Mining; USACE/Section 9 & 10 of the Rivers and Harbors Act/ Section 404 of the Clean Water Act; Federal Energy Regulation Commission.

SEWER AND WATER

Sewage Disposal:	<input type="checkbox"/> Public	<input type="checkbox"/> Private	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed	<input type="checkbox"/> Not Applicable Type _____	
Water Supply:	<input type="checkbox"/> Public	<input type="checkbox"/> Private				

Attach a Site Plan -- Drawn to scale with north arrow.

- Show property boundaries, floodway, and floodplain lines.
- Show dimensions of the lot.
- Show dimensions and location of existing and/or proposed development on the site.
- Show areas to be cut and filled.

Attach Statement -- describing in detail how each applicable development standard in Article VI will be met.

For New Construction or Substantial Improvement also show:

- Existing and proposed grade elevations adjacent to the walls of the structure done by a Professional land Surveyor, Architect, or Engineer.
- Location and elevation of temporary elevation reference marks on the site.

Special Note:

Substantial Improvement is defined as any reconstruction, rehabilitation, addition or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. Please refer to the floodplain management ordinance, Article XIV, for more complete definitions of New Construction and Substantial Improvement.

Structures in Velocity Zones are not permitted on fill or excavations. Structures must be built on open foundation systems, i.e., columns, piles, posts. Certification of structural design, specifications, plans and construction methods completed by a Professional Engineer or Architect shall accompany the application as required in Article VI.L.3. of the floodplain management ordinance.

The applicant understands and agrees that:

- The permit applied for, if granted, is issued on the representations made herein;
- Any permit issued may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- Any permit issued on this application will not grant any right or privilege to erect any structure or sue any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The applicant hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain management Ordinance;
- If issued, the permit form will be posted in a conspicuous place on the premises in plain view; and,
- If issued, the permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this application are a true description of the existing property and the proposed development project.

Owner: _____ Date: _____
Signature

or

Authorized Agent: _____ Date: _____
Signature

(This section to be completed by Municipal Official)

Date: Submitted _____; Fee Paid _____; Reviewed by CEO _____; Reviewed by Planning Board _____

Permit # _____ Issued by _____ Date _____

FLOOD HAZARD DEVELOPMENT PERMIT For Minor Development

_____, Maine
(For Development not considered a Substantial Improvement)

This Flood Hazard Development Permit allows minor development as provided in Article V.F.3. of the Floodplain Management Ordinance of _____, Maine, for development in a Special Flood Hazard Area as defined in said ordinance. Development authorized by this permit must be adequately anchored to prevent flotation, collapse, or lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, be constructed with materials resistant to flood damage and be constructed by methods and practices that minimize flood damage. This permit is issued based on documentation that the information provided in the Flood Hazard Development Permit Application is in compliance with the Floodplain Management Ordinance.

Tax Map: _____ Lot #: _____

Project Description: _____

The permittee understands and agrees that:

- The permit is issued on the representations made herein and on the application for permit;
- The permit may be revoked because of any breach of representation;
- Once a permit is revoked all work shall cease until the permit is reissued or a new permit is issued;
- The permit will not grant any right or privilege to erect any structure or use any premises described for any purposes or in any manner prohibited by the ordinances, codes, or regulations of the municipality;
- The permittee hereby gives consent to the Code Enforcement Officer to enter and inspect activity covered under the provisions of the Floodplain Management Ordinance;
- The permit form will be posted in a conspicuous place on the premises in plain view; and,
- The permit will expire if no work is commenced within 180 days of issuance.

I hereby certify that all the statements in, and in the attachments to this permit are a true description of the existing property and the proposed development project.

Owner: _____ Date: _____
Signature

or

Authorized Agent: _____ Date: _____
Signature

Issued by: _____ Date: _____

Permit #: _____