

APPLICATION FOR SHORELAND ZONE DEVELOPMENT PERMIT

(revised February 1, 2022)

Town of South Bristol, 470 Clarks Cove Road, Walpole, ME 04573

Tax Map _____ Lot _____ Project Address: _____

Applicant (owner): _____ Telephone: _____

Mailing address: _____ email: _____

Owner's agent (letter of authorization required): _____ Telephone: _____

Agent's Mailing address: _____ email: _____

Zone (Check one) General Development Limited Commercial
 Residential Resource Protection Fresh Water

Does this property require a greater setback due to:

- Unstable or Highly Unstable Bluffs? NO YES (see Official Shoreland Zoning Map)
- Undeveloped areas that are also within the Velocity Zone of the Flood Plain Management Ordinance? NO YES (see Official Shoreland Zoning Map)

Does this project require a Plumbing Permit? NO YES

Does this project require approval from any federal or state agency? NO YES
If YES, copy(s) must be submitted.

Is this project within a Special Flood Hazard Area as shown on the Flood Insurance Rate Map?
 NO
 YES which zone? (_____) Flood Hazard Development Permit is required.

A copy of the current deed to the property must be attached.

Photos of the Site before work has begun must be attached.

List all existing use(s) of this property within the shoreland zone:

List all existing structures on this property within the shoreland zone:

Describe the proposed project in detail (use separate page(s) if necessary):

The Application must include a scaled Site Plan. If any portion of the proposed project is within 85' from the normal high water line or the upland edge of a coastal wetland, the Site Plan must be prepared by a Maine Professional Land Surveyor. (See Ordinance Section 16.C.1)

The Site Plan should be relatively recent and it should illustrate the following information about the currently existing property conditions and the proposed project.

- Lot dimensions and area,
- Names of abutting property owners,
- Name and location of abutting rights of way, public and private,
- Location of existing and proposed buildings and distance of each from nearest lot line,
- Location of sewage disposal system and water supply,
- Location of areas to be cleared,
- Location of areas of cut, fill, grading, or other earth-moving activity,
- Shortest distance to the normal high water line or the upland edge of a coastal wetland from existing and proposed structures,
- Detailed calculations of the lot coverage (See Ordinance Section 15.B.4)

If the project is an expansion, relocation, or replacement of, or the placement of a foundation under, a non-conforming structure (See Ordinance Sections 12.C.1 thru 12.C. 4), the Site Plan must clearly show that the proposed project is in compliance with the Ordinance.

If the project is an expansion of a non-conforming structure, the Site Plan must include an approval block for the Planning Board to sign and must be recorded by the Applicant in the Lincoln County Registry of Deeds within 90 days of approval. (See Ordinance Section 12.C.1.d)

The Application must include scale drawings of proposed buildings showing all floor plans and elevations. The plans should include the scale relationship to existing structures. The plans must include the height of the existing and proposed structures. (Height is the vertical distance between the mean original (prior to construction) grade at the downhill side of the structure and the highest point of the structure, excluding chimneys, steeples, antennas, and similar appurtenances that have no floor area.)

All activities which involve filling, grading, excavation or other similar activities which result in un-stabilized soil conditions and which require a permit shall also require a written soil erosion and sedimentation control plan. (See Ordinance Section 15.T.1.) Title 38 MRS §439-B requires that all excavation contractors working in the shoreland zone be certified in erosion control practices by the Maine Department of Environmental Protection.

MDEP certified contactor:

Name:

Certification #:

Address:

Expiration Date:

NOTE: If the project and associated soil disturbance occurs within 75 feet, horizontal distance, of a water body, tributary stream or coastal wetland, a permit pursuant to the *Natural Resource Protection Act* is required from the Department of Environmental Protection.

To the best of my knowledge and ability, the information in this application is complete and correct. By submitting this application, I give permission to the South Bristol Planning Board and Code Enforcement Officer to make site visits to the property, as they deem necessary, before beginning, during, and after completion of the project.

Applicant signature _____ Date _____

or

Agent Signature _____ Date _____

The Planning Board may waive any of the submission requirements based upon a written request from the applicant. Such request must be made at the time of the pre-application conference or at the initial review of the application if no pre-application conference is held. A waiver of any submission requirement may be granted only if the board makes a written finding that the information is not reasonably necessary in order to determine compliance with the standards and requirements of this ordinance.

The application must be received by the Planning Board by the close of business on Thursday prior to the meeting at which the application will be reviewed. (Reviews usually take place on the first Tuesday of the month.) The application must be complete and signed to be acted on.

An application fee of \$0.10 per square foot of all proposed buildings (or expansions) must accompany the application. There is a minimum fee of \$30 for all applications. For the purpose of calculating the fee the definition of "building" includes patios and decks, but not driveways, fences, and walls built for landscaping purposes. Square footage is calculated using outside dimensions rounded to the nearest foot for all floors. Basement and attic are included if the inside height is over 6 feet. (Attic - use inside dimensions.)

REQUIRED ATTACHMENTS:

- _____ Letter of Authorization if Owner is not the Applicant
- _____ Copy of most recent deed showing ownership of the property
- _____ Fee \$0.10 per square foot or minimum fee of \$30.00
- _____ Photo(s) of project area before work has begun
- _____ Copy of a valid plumbing permit or a completed application for a plumbing permit, including the site evaluation approved by the Plumbing Inspector (if required)
- _____ Copy(s) of any additional federal or state permits (if required)
- _____ Flood Hazard Development Permit Application (if required)
- _____ Scale drawings of proposed buildings showing all floor plans and elevations
- _____ Site plan (see instructions above)
- _____ Erosion and Sediment Control Plan

Materials available at the Town Office and on the Planning Board’s website include:

- South Bristol Shoreland Zoning Ordinance (effective May 14, 2021)
- Official Shoreland Zoning Map (adopted June 16, 2011)
- Application for Shoreland Zone Development Permit (revised February 1, 2022)
- Floodplain Management Ordinance
- Flood Hazard Development Application.

<https://sites.google.com/view/southbristolplanningboard/home>