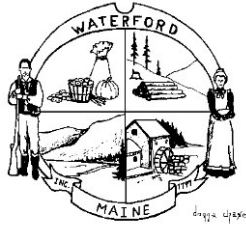


TOWN OF WATERFORD



SHORELAND ZONE PERMIT APPLICATION

Owner Name:	
Date:	Map/Lot:
Status:	

***All applications shall be submitted with five copies
at least two weeks in advance***

An application for a permit shall be accompanied by a non-refundable fee of \$25 plus \$1 per \$1,000 of the estimated cost including materials and labor over \$2,000. This application fee shall be made by cash or check, payable to the **Town of Waterford**. Applicant is responsible for any additional review costs incurred by the town.

Planning Board meetings are held at 7 p.m. on the third Wednesday of each month.

Applicants need to contact the town office to be placed on the agenda

SLZ Ordinance updated at the March 5, 2016 town meeting

GENERAL INFORMATION

1. APPLICANT	2. APPLICANT'S ADDRESS	3. APPLICANT'S TEL.#
		3A. EMAIL
4. PROPERTY OWNER	5. OWNER'S ADDRESS	6. OWNER'S TEL. #
		6A. EMAIL
7. CONTRACTOR	8. CONTRACTOR'S ADDRESS	9. CONTRACTOR'S TEL. #
		9A. EMAIL
10. LOCATION/ADDRESS OF PROPERTY	11. TAX MAP & LOT #	12. ZONING DISTRICT
13. Description of property including a description of all proposed construction, e.g. land clearing, road building, parking areas, septic systems, wells (please note that a site plan sketch is required on page 5).		
13 A. EXISTING USE		
14. PROPOSED USE	15. ESTIMATED COST OF CONSTRUCTION	

SHORELAND AND PROPERTY INFORMATION

16. LOT AREA	17. FRONTAGE ON ROAD (FT.)
18. SQ. FT. OF LOT TO BE COVERED BY NON-VEGETATED SURFACES (buildings, driveway, patios)	19. ELEVATION ABOVE 100 YR. FLOOD (FT.)
20. FRONTAGE ON WATER BODY (FT.)	21. HEIGHT OF PROPOSED STRUCTURE
22. PROPOSED USE OF PROPERTY	23. CLOSEST POINT OF EXISTING/PROPOSED STRUCTURE TO NORMAL HIGH WATER LINE
24. SETBACKS (ROADS & SIDELINES)	25. SQUARE FT OF ALL CLEARED OPENINGS (FOR ANY PURPOSE) IN SHORELAND ZONE
26. WILL THIS PROJECT INVOLVE MOVEMENT OF MORE THAN 1 CUBIC YARD OF MATERIAL? ☐ YES ☐ NO IF YES, PROVIDE EXCAVATION CONTRACTOR'S NAME AND DEP CERTIFICATION NUMBER 	

EXPANSION OF NONCONFORMING STRUCTURE		
27. HAS THIS STRUCTURE EVER BEEN EXPANDED BEFORE? () YES () NO IF YES, WHEN? _____ BY WHAT PERCENTAGE? _____	28. FOOTPRINT (in sq ft) OF EXISTING STRUCTURE WHICH IS LESS THAN REQUIRED SETBACK AS OF 1/1/89: _____ FOOTPRINT (in sq ft) OF PROPOSED EXPANSION OF PORTION OF STRUCTURE WHICH IS LESS THAN REQUIRED SETBACK: _____ TOTAL FOOTPRINT (in sq ft) OF EXISTING AND PROPOSED STRUCTURE THAT IS WITHIN THE SETBACK: _____	
29. IS THIS PROPERTY LOCATED IN A SUBDIVISION? () YES () NO IF YES, WHAT IS THE NAME? _____ 30. HOW IS THIS PROPERTY CURRENTLY ZONED? () SP (Stream Protection) () RP (Resource Protection) () RS (Rural Shoreland)	31. SIGNAGE WILL SIGN(S) BE LOCATED ON THE PROPERTY? () YES () NO IF YES, DO THEY COMPLY WITH LOCAL/STATE ORDINANCE REQUIREMENTS? () YES () NO	
32. TYPE OF CONSTRUCTION: ☐ SINGLE FAMILY ☐ MULTI-FAMILY ☐ GARAGE (check all that apply): ☐ MOBILE HOME ☐ MODULAR ☐ OTHER: _____		
33. DIMENSIONS OF PROPOSED STRUCTURE: LENGTH _____ WIDTH _____ HEIGHT _____		
REQUIRED		
PLUMBING PERMIT ATTACHED () YES () NO	DEED ATTACHED () YES () NO	PHOTOGRAPHS OF LOT, BUILDING AREA AND BUFFER AREAS

Section 12. Non-conformance (Waterford Shoreland Zoning Ordinance - page 3)

A. Purpose

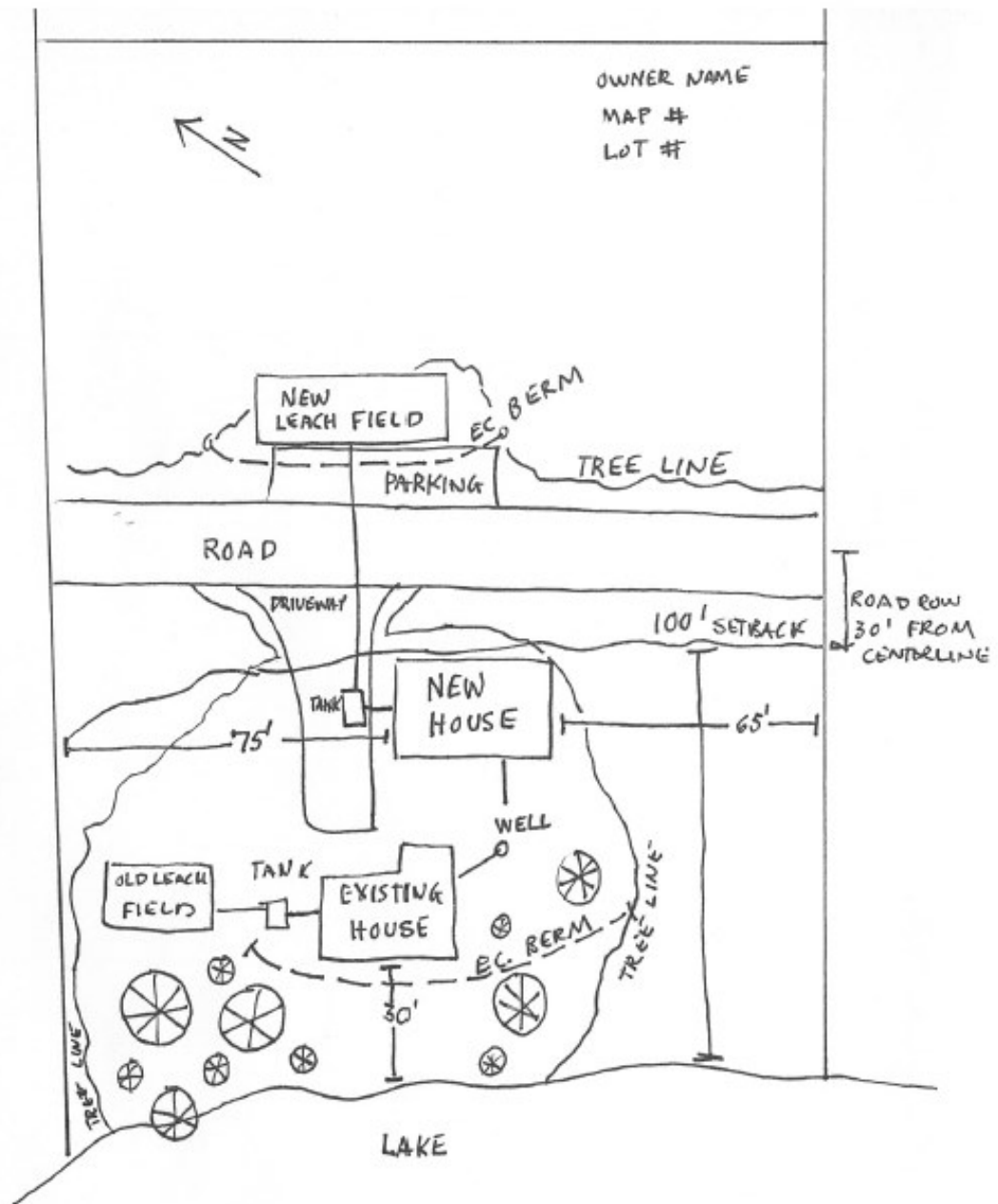
It is the intent of this Ordinance to promote land-use conformities, except that non-conforming conditions that existed before the effective date of this Ordinance or amendments thereto shall be allowed to continue, subject to the requirements set forth in this section. Except as otherwise provided in this Ordinance, a non-conforming condition shall not be permitted to become more non-conforming.

SITE PLAN

Please use the attached graph paper or use your own site sketch of the area to be developed. It is important that you draw the site plan diagram as accurately as possible to show to scale the distances between all features you have drawn in the sketch. You must include the following on your sketch:

- ☐ Lot Lines
- ☐ Abutters
- ☐ Area to be cleared of trees and vegetation
- ☐ Existing tree line
- ☐ Accurate setbacks from shoreline and side and rear property lines
- ☐ Exact position of proposed structures including decks, porches, out-buildings, etc.
- ☐ Location of existing or proposed wells
- ☐ Location of existing or proposed septic systems
- ☐ Location of driveways and parking areas
- ☐ Location of driveway entrance on a public road
- ☐ Areas and amounts to be filled or graded
- ☐ Existing and proposed structures with dimensions
- ☐ Indicate North on the diagram
- ☐ Drainage features
- ☐ Easements, right of way
- ☐ Proposed erosion control
- ☐ Utilities existing
- ☐ Proposed phosphorus control features
- ☐ Utilities planned
- ☐ Proximity to any water bodies

EXAMPLE OF SKETCH



EROSION CONTROL PLAN :

- ① EROSION CONTROL BERM WILL BE IN PLACE BEFORE CONSTRUCTION BEGINS
- ② DISTURBED AREAS WILL BE MULCHED + SEEDS AT THE END OF EACH DAY WITH HAY
- ③ THE NEW HOME WILL HAVE A ROOF DRIP EDGE DRAIN COMPRISED OF $1\frac{1}{2}$ INCH CRUSHED STONE TO CATCH RUN OFF

PHOSPHORUS CONTROL PROVISIONS FOR ALL PROJECTS:

POINT SYSTEM

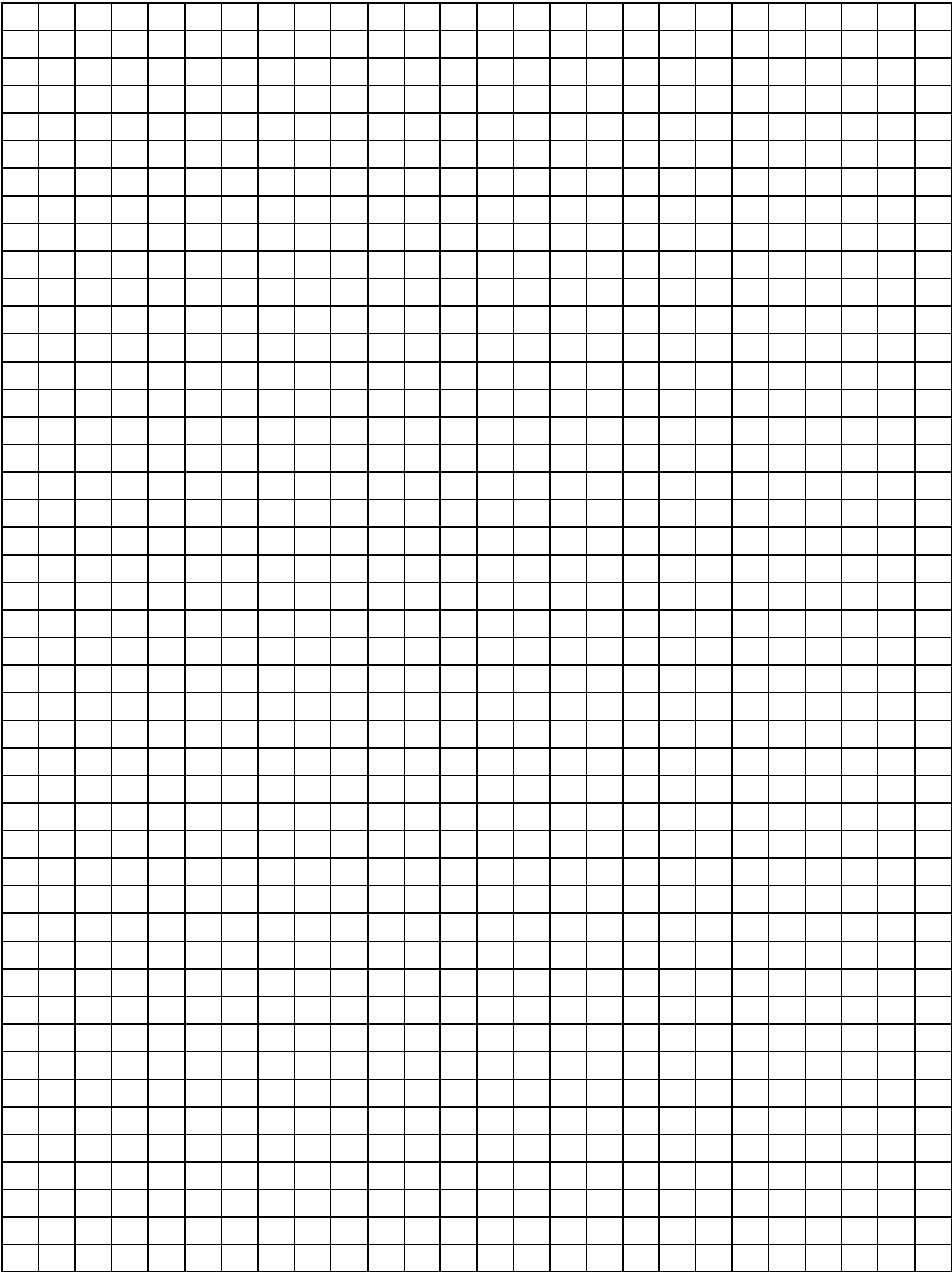
The applicant shall meet or exceed thirty (30) points based on the following schedule:

Special exemption: Non-conforming structures shall meet or exceed 25 points

PROPOSED PHOSPHORUS MEASURES (Check those proposed)		POINTS ALLOWED
☐	10 points for correcting an existing erosion problem on the project site	
☐	10 points for a clearing limitation of <15,000 square feet	
☐	15 points for a clearing limitation of <10,000 square feet	
☐	15 points for the installation of rock-line drip edges or other infiltration system to serve the new construction	
☐	20 points for a 50-foot wide buffer	
☐	25 points for a 75-foot wide buffer	
☐	30 points for a 100-foot wide buffer	
TOTAL		

	Required phosphorus control for <u>footprint</u> expansions within setback area Check at least one:
☐	An existing undisturbed natural buffer of 50 feet exists between the structure and the water body
☐	A 50-foot wooded buffer strip will be created (woody vegetation will be added if lacking)
☐	An infiltration system designed to accommodate a 24-hour 2-inch rainfall will be installed for structure

SITE PLAN DIAGRAM 1



FRONT OR REAR ELEVATION

SIDE ELEVATION

DRAW A SIMPLE SKETCH SHOWING BOTH THE EXISTING AND PROPOSED STRUCTURES

ADDITIONAL PERMITS, APPROVALS AND/OR REVIEWS REQUIRED

(FOR OFFICE USE ONLY)

CHECK IF REQUIRED

_____ PLANNING BOARD REVIEW/APPROVAL (e.g. Subdivision, Site Plan Review)

_____ BOARD OF APPEALS REVIEW/APPROVAL

_____ FLOOD HAZARD DEVELOPMENT PERMIT

_____ EXTERIOR PLUMBING PERMIT
(Approved Application form)

_____ INTERIOR PLUMBING PERMIT

_____ DEP PERMIT (Site location, Natural Resources Protection Act or Permit-by-Rule)

_____ OTHER _____

Note: Applicant is advised to consult with the Code Enforcement Officer and appropriate state and federal agencies to determine whether additional approvals and reviews are required. Permit applications and town ordinances are available at www.waterfordme.org

I certify that all information in this application is accurate. All proposed uses shall be in conformance with this application and the town of Waterford Shoreland Zoning Ordinance. I agree to future inspections by the Code Enforcement Officer at reasonable hours.

APPLICANT'S SIGNATURE

DATE

AGENT'S SIGNATURE (If Applicable)

DATE

APPROVAL OR DENIAL OF APPLICATION

(FOR OFFICE USE ONLY)

MAP# _____ LOT# _____

THIS APPLICATION IS: _____ APPROVED _____ DENIED

IF DENIED, REASON FOR DENIAL:

IF APPROVED, THE FOLLOWING CONDITIONS ARE PRESCRIBED:

Note: In approving a shoreland zoning permit, the proposed use shall comply with the purposes and requirements of the Shoreland Zoning Ordinance for the Town of Waterford.

PLANNING BOARD SIGNATURES

_____	_____
_____	_____
_____	_____
_____	_____

CEO SIGNATURE _____

DATE _____

PERMIT# _____ FEE AMOUNT _____

Appendix 1

SHORELAND ZONING PERMIT CHECKLIST
(FOR OFFICE USE ONLY)

CHECK OFF FOR ALL STRUCTURES:

- ☐ COMPLETE SHORELAND ZONING PERMIT APPLICATION
- ☐ PAY APPROPRIATE FEE
- ☐ LOT AREA
- ☐ % OF LOT COVERED BY NON-VEGETATED SURFACES
- ☐ HEIGHT OF STRUCTURE
- ☐ SETBACK FROM HIGH WATER MARK
- ☐ SETBACK FROM SIDE AND REAR LOT LINES
- ☐ % INCREASE OF EXPANSIONS OF PORTION OF STRUCTURE WHICH IS LESS THAN REQUIRED SETBACK
- ☐ COPY OF INTERIOR AND EXTERIOR PLUMBING PERMITS
- ☐ COPY OF DEED
- ☐ PHOTOGRAPHS OF SITE/STRUCTURE
- ☐ ELEVATION OF LOWEST FLOOR TO 100 YEAR FLOOD
- ☐ ELEVATION COPY ADDITIONAL PERMIT(S) AS REQUIRED

(See Page 10 of Application Form)

CHECK OFF FOR FURTHER REVIEW:

- ☐ COPY OF FILE TO BOARD OF APPEALS IF VARIANCE OR SPECIAL EXCEPTION IS REQUIRED
- ☐ COPY OF FILE TO PLANNING BOARD IF PB REVIEW IS REQUIRED

NOTE: Where the shoreland zoning ordinance requires a variance, a conditional use or special exemption by the Board of Appeals or the Planning Board, this special permit shall be completed by the appropriate board and then attached to the shoreland permit application.

FINDING OF FACTS AND CONDITIONS OF APPROVAL

BOARD OF APPEALS _____
PLANNING BOARD _____

NOTE: The findings of fact and the conditions of approval should include the reasons why the special permit was granted and specific conditions which clearly define the scope of the use. In reviewing a request for a variance, boards of appeal shall apply the "undue hardship" criteria in the shoreland zoning ordinance. In reviewing a request for a conditional use or a special exception, planning boards shall apply the standards of review provided in the local ordinance.

APPROVED BY: _____

DATE _____

NOTICE TO APPLICANT:

I HAVE READ AND ACCEPT THE CONDITIONS OF THIS SPECIAL PERMIT

APPLICANT _____ **DATE** _____