



DATE RECEIVED: _____

APPLICANT INFORMATION

NAME: _____ PHONE: _____

ADDRESS: _____ EMAIL: _____

CITY, STATE, ZIP: _____

If you are not the land owner of the proposed project, you must provide evidence documenting that the current owner will allow the proposed activity.

SITE DETAILS

MAP & LOT: _____ ADDRESS: _____

LOT SIZE: _____ ZONE: _____ IS THE PROJECT IN THE SHORELAND ZONE

PROJECT DETAILS

PROPOSED LAND USE (SEE LAND USE ORDINANCE SECTION 16): _____

PROPOSED BUSINESS NAME (IF APPLICABLE): _____

TOTAL SQUARE FOOTAGE OF YOUR PROJECT: _____ ESTIMATED COST: _____

ESTIMATED TIME TO COMPLETE: _____

All Land Use applications and submissions materials are due 3 weeks before the next scheduled Planning Board meeting. Planning Board meetings are held the second Thursday of every month at 7:00pm in the Town Office. Planning Board meetings are open to the public and all are encouraged to attend and voice concerns.

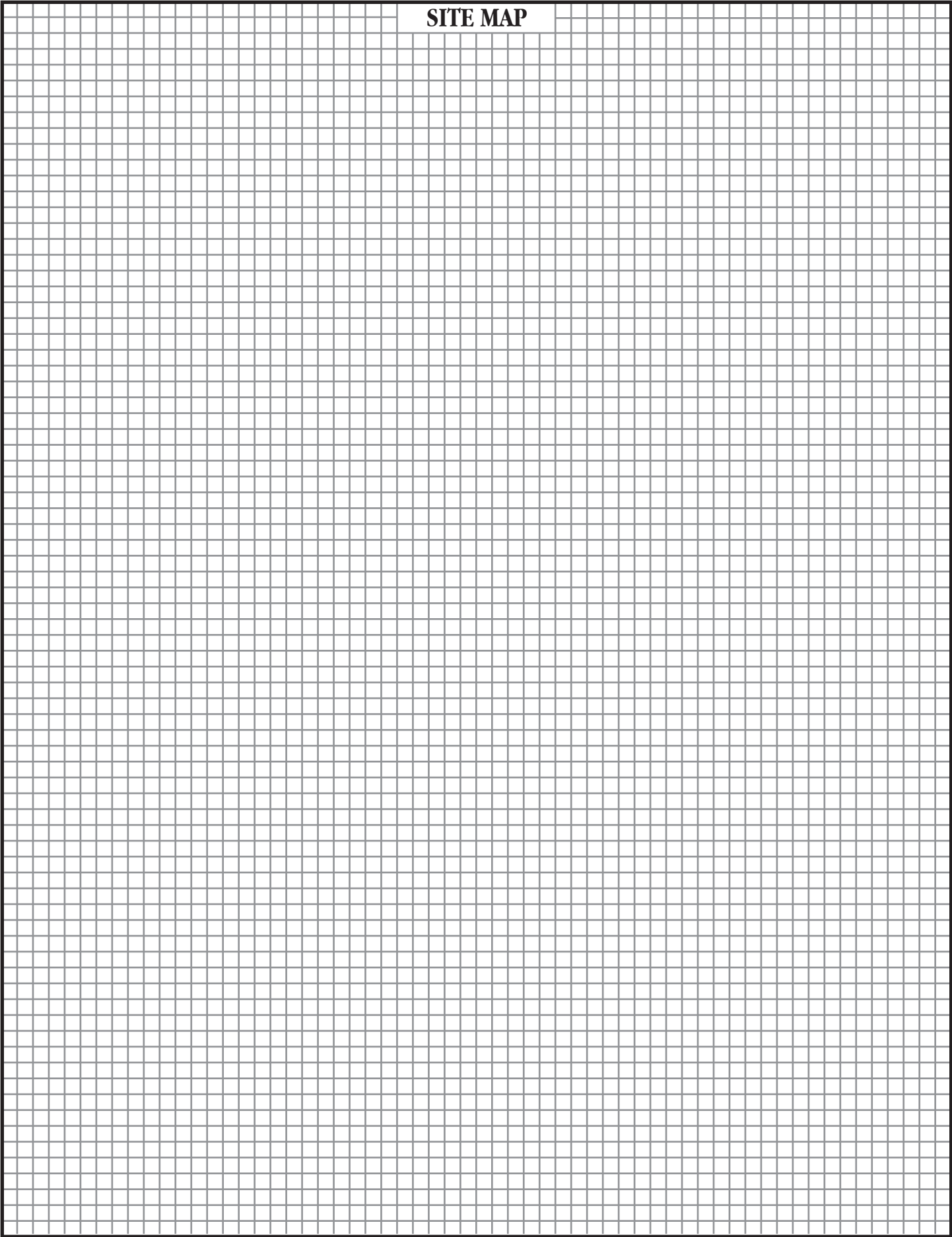
Submission of an application does not guarantee your project will be approved. Applications that are missing required submission materials will not be presented to the Planning Board. It is the applicant's responsibility to provide all of the required submission materials for your proposed land use type. For details on what is required, please see the Town of Warren Land Use Ordinance. The Town Planner and Code Enforcement Officer are available as resources to guide you on the requirements for your project. We highly recommend reaching out to schedule a time to discuss your project before submitting your application to ensure it is complete.

Permits are approved based on the provided information on this application and submitted plans and sitemaps. The applicant has the burden of proving they have both the legal right to apply for this permit and that they have provided accurate measurements based on the legal boundaries of the property. Approval of this application in no way relieves the applicant of this burden nor does it constitute a resolution in favor of the applicant of any issues regarding property boundaries, ownership or similar title issues. The permit holder is advised to resolve any such issues before beginning any project.

I have read and understand the above paragraph. To the best of my knowledge, all information submitted on this application is true and correct. I further understand that it is my responsibility to know and comply with all local ordinances and state statutes.

Signature: _____ **Date:** _____

SITE MAP





LAND USE APPLICATION GUIDE

Before you submit your project, did you provide:

- Project narrative outlining your proposed business or use
- Project plans for any new structures or alterations to existing structures
- Detailed sitemap including:
 - Lot lines with dimensions in feet
 - Locations of all driveways, roads, or rights of way
 - Locations of all wells, septic systems or sewer lines
 - Distance in feet to all shorelines, wetlands, shoreland zones, streams, or brooks
 - Any existing structures, dwellings, out buildings, decks, or exterior stairs including dimensions
 - Proposed structures, additions, or changes including dimensions
 - Areas to be filled or graded
 - Areas to be cleared or trees removed
 - Methods and locations of erosion control if needed

If you are not the owner of the property, did you provide:

- Letter or statement from current owner giving approval for your project or proposed use
- Lease agreement (if applicable)

Please keep in mind, this list is not meant to be exhaustive. Land Use types may have different submission requirements and it is the applicants responsibility to provide required information. For information on our Land Use Ordinance or our Shoreland Zoning Ordinance, please visit our website at www.warrenmaine.org/town-ordinances.

The Land Use permit permits the proposed activity or use only. Separate building, plumbing, or septic permits may be necessary for your project. If you are working in the shoreland zone, you may need a DEP Permit in addition to the town's permit.

If you have any questions, please contact the Town Planner or the Code Enforcement Officer at (207) 273-2421.