

Fee Paid _____

Permit Number _____

Applicant _____

Owner _____

Address _____

Address _____

Phone _____

Phone _____

Location of Site _____

Lot Size _____ Zone _____ Map _____ Lot _____

Shoreland Zone () Yes () No

SSWW Permit # _____

Floodplain Area (FIRM maps) () Yes () No

Design Flow _____

Subdivision () Yes () No

Internal Permit # _____

Sanitary (sewer) District () Yes () No

New Road Entrance () Yes () No If Yes fill out Culvert Form
or supply a copy of DOT Permit

WSD Permit _____

DOT Permit _____

Proposed Use () Residential () Commercial (if on Rt 1, 90, 97, 131, Wottons Mill, Main St)

() New Dwelling, # of bedrooms _____

() Mobile Home, # of bedrooms _____

() Deck

() Accessory Structure

() Relocation of Existing Structure

() Demolition

() Addition

() Structural Alteration

() Change of Use

current # of bedrooms _____

() Other _____

proposed # of bedrooms _____

First Floor _____ feet wide by _____ feet long by _____ feet high

2nd Floor _____ feet wide by _____ feet long by _____ feet high

Other _____ feet wide by _____ feet long by _____ feet high

Decks _____ feet wide by _____ feet long

Basement () Yes () No

**The Land Use Ordinance
Shoreland Use Ordinance
& other ordinances &
information are online at
<http://town.warren.me.us/>**

Total Height of Highest Point to the Ground _____ feet

Note: If you are planning an **addition** that will
include adding to the total number of bedrooms
you will need proof of an adequate Septic
System before a permit can be issued.

Total Square Feet of New Buildings, Decks, etc. _____

Estimated Cost of Buildings & Improvements _____

Mobile Home

Make _____ Year _____ Size _____ feet wide by _____ feet long

If new, you must show proof of sales tax paid. If used and moved from other than a dealer, proof of property taxes paid is required.

If this permit is approved, it is done so using information provided by the applicant in the record regarding his ownership of the property and boundary locations. The applicant has the burden of proving that he has a legal right to use the property and that he is measuring required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden, nor does it constitute a resolution in favor of the applicant of any issues regarding the property boundaries, ownership or similar title issues. The permit holder would be well advised to resolve any problems before expending money in reliance on this permit.

I have read and understand the above paragraph and 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 _____

*****Additional State and Federal Permits may be required*****

Official Use

Date received _____ Fee Paid _____

() Approved Conditions _____

() Denied Reason _____

Code Officer _____

Date _____



This Plan Must Include :

- 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, exterior stairs
or accessory structures and their locations and dimensions.
- The Proposed structures or additions and changes, and their dimensions,
with the distances to each lot line shown on the drawing.
- Areas to be filled or graded.
- Areas to be cleared or trees removed.
- Methods and locations of erosion control if needed.

Need more information? Check out the website at <http://town.warren.me.us/>

Effective May 1, 2004

Fee Schedule

Permits

New Dwelling Unit (Modular or Stick Built) -----	.20/sq ft
Additions to existing buildings -----	.20/sq ft
Alterations, decks, porches, etc -----	\$20
Mobile Home Placement -----	\$100
Accessory Buildings -----	\$25 for 200 sq ft and under .20/sq ft for buildings over 200 sq ft
Commercial Buildings -----	.20/sq ft
Demolition -----	\$5
Moving or Relocation 500 sq ft plus -----	\$50
Moving or Relocation less than 500 sq ft -----	\$10
Entrance/Road Cut -----	\$20
Change of Use -----	\$100
Agricultural -----	no fee
Other -----	\$20

Land Use Review

Land Use Review -----	\$100
(includes any change of use or Planning Bd. review)	
Site Walk -----	\$100
(site walk fees may not be applied to building permit fees)	

Site Plan Review

Site Walk -----	\$100
Pre-application meeting -----	\$100
Additional Site Walks -----	\$100 each
Final Plan Review -----	\$350
(site plan review fees may be applied to building permit fees)	
(site walk fees may not be applied to building permit fees)	
(site plan review fees are not refundable)	

Subdivision (including Mobile Home Parks)

Pre-application -----	\$100
Site Walk -----	\$100
Preliminary Plan Review -----	\$500 + \$100 per lot
Cluster Development (per dwelling unit) -----	\$100 per unit
Additional Site Walks -----	\$100 per walk
Final Plan Review -----	\$100 per lot
(building permit fees mobile home fees are not included in the above fees)	
(subdivision fees are not refundable)	

Board of Appeals

Appeals and Variances -----	\$150 set at 1/28/04 meeting
-----------------------------	------------------------------

A person who starts construction or any other land use without first obtaining a permit shall pay double the permit fee.

For more information go to <http://town.warren.me.us/>

Dimensional Requirements
Lot Sizes & Setbacks

	Residential	Rural	Limited Commercial/ Residential
Minimum Lot Size	40,000 sq. ft.	40,000 sq. ft.	40,000 sq. ft.
Minimum Lot Size Per Multi-Family Dwelling	40,000 sq. ft. for the first dwelling unit; 10,000 sq. ft. for each additional unit		
Minimum Street Frontage	150 ft.	150 ft.	200 ft.
Minimum Front Yard from edge of Right- of-Way (A)	30 ft.	30 ft.	90 ft.
Minimum Side & Rear Yard	20 ft.	20 ft.	30 ft.
Maximum Bldg. Height (B)			
Residential	35 ft.	35 ft.	35 ft.
Non-Residential	50 ft.	50 ft.	50 ft.
Maximum Lot Coverage	20%	20%	20%

- A.** Where a proposed structure is abutted on both sides by structures whose setback is less than that required, the Planning Board may reduce the setback to that of the abutting structures, but in no case to less than 10 feet from the edge of the right-of-way. The front yard setback shall be required for each yard abutting a right-of-way.
- B.** Features of buildings or structures, not intended for human habitation, such as chimneys, ventilators, towers, and spires, may exceed these heights but shall be set back from all lot lines a distance not less than the height of such feature of structure.
- C.** Up to two (2) new “back lots” without road frontage may be created from any pre-existing lot of record provided they conform to the minimum lot size of the district. In addition, the minimum dimension of the lot shall be no less than the “minimum street frontage” dimensions shown in Section 14 of this Ordinance.
1. Reduced to 20,000 sq. ft. if served by public sewer and water.

The right-of-way shall be adequately described in an instrument recorded at the Knox County Registry of Deeds. Said right-of-way shall not be less than 30’ wide.

The construction of a deck, porch, platform, out building or accessory structure of **49 square feet or less will not require review by the Code Enforcement Officer** or a permit as long as it is constructed within the requirements of all applicable Local, State and Federal laws and regulations. Any construction fitting within the above guidelines which is enlarged or **added** to in any manner **will require** Code Enforcement Review and a **permit**.

For more information go to <http://town.warren.me.us/> and click on Ordinances

Permit Information

Warren Requires Permits For :

All New Buildings	Mobile Homes	Rental Units
Alterations (structural)	Junkyards	Change of Use
Additions	Relocation of a Structure	Demolition
Home Occupations	Septic Systems	Plumbing
Hook-Ups to Sanitary District	Commercial Projects	Camper/RV Placement

The CEO issues permits after review of a completed application. Permits requiring Planning Board approval will be placed on the agenda for the next Planning Board meeting, if the application is received at least 3 weeks prior to the next meeting and there is room on the agenda. Approval may be continued to another meeting if the Planning Board needs more information or a site walk, or a Public Hearing. Site Plan Review takes an average of 3 months.

All applications will be reviewed for compliance with :

Land Use Ordinance	Shoreland Use Ordinance	Subdivision Ordinance
Model Housing Code	Floodplain Ordinance	Mobile Home Park Ordinance
Site Plan Review Ordinance	Metallic Mining Ordinance	

Copies of these Ordinances are available at the Town Office for a nominal fee or download them for free from the Town of Warren Website by typing in

<http://town.warren.me.us/>

Inspections will be conducted by the Code Enforcement Officer during normal business hours, Monday thru Friday, 9 AM to 4 PM. A minimum of 24 hours notice is required by State Law for an inspection, however the CEO will conduct the inspection sooner if scheduling will allow.

Permits must be exercised within 6 months of issue and will expire in 24 months.

Definitions

Building: Any structure and its attachments such as decks, breezeways, and porches, which is supported by columns or walls for the housing or enclosure of persons, animals, or personal property excluding mobile homes which have a separate definition.

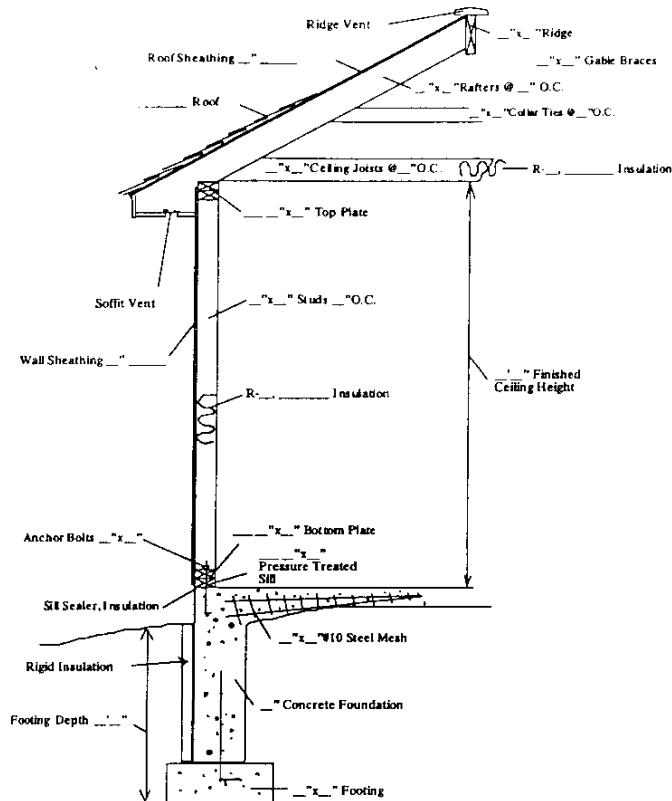
Structure: Anything constructed or erected, the use of which requires a fixed location on the ground, or an attachment to something having a fixed location on the ground, including building, commercial park rides and games, satellite receiving dishes, carports, decks, porches, and other building features, but not including signs, sidewalks, fences, driveways, and parking lots.

The DOT Entrance Rules have changed.

If you are proposing a new entrance or a change of use for an existing entrance you may now need a DOT permit before a local permit can be issued. Check out the DOT website for information,

<http://www.state.me.us/mdot/planning-process-programs/access-mngmnt.php>

You've made your plans



and filled in all the blanks, but ... have you checked with the DEP?

If your project is within 100 feet of a brook, stream, lake, river, wetland, great pond, or other waterbody, it probably requires a Natural Resources Protection Act Permit from the DEP before work begins. Some of the activities requiring a NRPA permit are: soil disturbance, grading, filling (with any material) beach construction or repair, dredging, draining water from or discharging water to a waterbody, bridge or culvert crossings, permanent wharves, docks or moorings, most retaining wall construction or repair and any shoreline alteration or disturbance. Projects started without a State permit where one is required can result in repairs and penalties from \$100 to \$10,000 per day. Landowners and their contractors are both subject to penalties. For more information and help determining if you need a permit

call the DEP at 287-2111

On September 20, 1997 the DIG SAFE law changed.

You must call **1-888-DIGSAFE** and get approval before you begin ditching, grading, sign installation, culvert repair, road reconstruction, excavating and many other forms of disturbing the earth. Even if no damage occurs you could be held liable for civil penalties of up to \$1,000 if you fail to call

1-888-DIGSAFE