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**TOWN OF WINSLOW, MAINE  
CODE ENFORCEMENT OFFICE**  
114 Benton Ave, Winslow, ME 04901  
Tel: 207-872-2776 Fax: 207-872-1999

**Conditional Use Permit**

**Planning Board Application**

(\$150.00 FEE)

TO BE COMPLETED BY APPLICANT:

TAX MAP \_\_\_\_\_ LOT \_\_\_\_\_

Application Date: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_ Town: \_\_\_\_\_

Proof of standing:

Attach copy of deed, purchase and sales agreement, or lease.

Information about the site as it currently exists:

Subdivision Name (if located in subdiv) \_\_\_\_\_ Lot Number \_\_\_\_\_

Plan Book \_\_\_\_\_ Page \_\_\_\_\_

Zoning District \_\_\_\_\_

Is any part of the lot in the shoreland area, as defined by the Shoreland Zoning Ordinance for the Town of Winslow? \_\_\_\_\_

Type of existing buildings \_\_\_\_\_

Use of existing buildings \_\_\_\_\_

Other current use of land \_\_\_\_\_

Dimensions of lot \_\_\_\_\_ Lot Area \_\_\_\_\_

Road Frontage \_\_\_\_\_ Shoreland Frontage \_\_\_\_\_

Is the lot an existing nonconforming lot? \_\_\_\_\_

Is the current use an existing nonconforming use? \_\_\_\_\_

Is the current structure nonconforming? \_\_\_\_\_

Information about the proposed use of the site:

Describe proposed use \_\_\_\_\_

\_\_\_\_\_

Why does the proposed use require a conditional use permit? \_\_\_\_\_

\_\_\_\_\_

Is any new construction or alteration of existing building involved? \_\_\_\_\_

Describe \_\_\_\_\_

\_\_\_\_\_

Number of employees: Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Dimensions of proposed signs \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

#### MAP INFORMATION TO BE SUBMITTED BY THE APPLICANT:

When a new structure or addition to an existing structure is proposed, a map prepared by a registered land surveyor to a scale of one inch equal one hundred feet will be required. If you think such a map is not needed, you may ask the Planning Board to waive this requirement, which they may or may not vote to do. If such a waiver is being requested, the Planning Board must have an application that is complete except for the map and the information required to be shown on the map must be shown on a sketch drawn approximately to scale submitted with the application. The map or sketch will show:

1. Copy of Tax Map and Location
  - 1A. Lot boundaries, showing dimensions
2. Street location and name
3. Names of abutting property owners
4. Location and dimensions of existing buildings
5. Location and dimensions of proposed buildings
6. Existing and proposed off street parking
7. Existing and proposed driveway access to streets
8. Existing highway access restrictions
9. Existing and proposed easements
10. Existing and proposed setbacks: street, side, and rear yards
11. Existing and proposed loading areas
12. Existing and proposed outside storage areas
13. Existing and outside activity areas
14. Existing and proposed fences, landscaping, or another buffer
15. Locations below the elevation of the "100-year flood"
16. Location and elevation of mean and historic high-water mark of any lake, river, stream, or wetlands subject to shoreland zoning
17. Location of existing and proposed signs
18. Location of existing and proposed sewage disposal system
19. Existing and proposed system for drainage of surface water
20. Any other relevant information that is appropriately shown in map form

OTHER ATTACHEMENTS (unless not relevant to the proposal as determined by the Planning Board):

- A. Proposed sewage disposal plan
- B. Proposed water system plan
- C. Proposed water system plan
- D. Estimate of traffic to be generated by the project when in full use

When a Conditional Use consists of only a change of use, complete items 1, 1A, 2, 3, 6, 7, 17 and Other Attachments A, B, C, and D.

Conditional Use permit must be submitted to the Code Enforcement Office in two weeks before the next Planning Board Meeting.

TO BE COMPLETED BY THE CODE ENFORCEMENT OFFICER:

Recommendations of the Planning Board for any conditions that might be appropriate to protect the interests of the abutting or nearby property owners, or otherwise benefit the area \_\_\_\_\_

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Date of Application: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Conditional Use Request: \_\_\_\_\_

Planning Board Action: \_\_\_\_\_

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Planning Board Conditions: \_\_\_\_\_

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Planning Board Signatures:

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____