



Code Enforcement Office
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Office Hours
 Monday 8:00 AM-4:00 PM
 Tuesday Closed
 Wednesday 8:00 AM-4PM
 Thursday 8:00 AM-4:00PM
 Friday 8:00 AM-4:00 PM

LAND USE AND MULTI-PURPOSE PERMIT APPLICATION

	Applicant	Owner (<input type="checkbox"/> Same as Applicant)	Third Party Inspector
Name			
Address			
City, State, Zip			
Phone			
Email			

Application Instructions: Complete all sections of application, including any additional forms noted. The Applicant must prove that the proposed activity conforms with the Town of Dover Foxcroft Land Use Ordinance (LUO). A permit will be issued only if the application is deemed complete, has been reviewed, and fully complies with all the provisions of the LUO.

Project Description: _____

(attach additional paper if needed)

Construction Start Date _____ Construction Finish Date _____

PROPERTY USE TABLE (LUO 2.5.1)			PROJECT INFORMATION	
	Existing	Proposed	BUILDING: <input type="checkbox"/> COMMERCIAL (add form) BP# _____	<input type="checkbox"/> RESIDENTIAL (add form) BP# _____
Commercial	<input type="checkbox"/>	<input type="checkbox"/>	Additional-General: <input type="checkbox"/> Change of Use \$25 P# _____ <input type="checkbox"/> Sign Permit \$15 P# _____ <input type="checkbox"/> Demolition \$10 P# _____ <input type="checkbox"/> Shoreland Zoning Permit \$15 P# _____ <input type="checkbox"/> Flood Permit \$15 P# _____ <input type="checkbox"/> Home Occupation Permit \$25 P# _____ <input type="checkbox"/> Site Plan Review \$55/\$110/\$250 <input type="checkbox"/> Ad Reimbursement \$ _____	<input type="checkbox"/> Fire Department (add form) <input type="checkbox"/> Manufactured Home (add form) <input type="checkbox"/> Sewer & Water (add form) <input type="checkbox"/> Site Plan Map (add form) <input type="checkbox"/> Internal Plumbing (see LPI) <input type="checkbox"/> Subsurface Wastewater (see LPI) <input type="checkbox"/> DOT Highway Opening (add form) <input type="checkbox"/> Chicken Permit \$10 _____ <input type="checkbox"/> B/P Renewal \$10 _____ <input type="checkbox"/> Knox Box \$235.48
Agriculture	<input type="checkbox"/>	<input type="checkbox"/>		
Governmental	<input type="checkbox"/>	<input type="checkbox"/>		
Industrial	<input type="checkbox"/>	<input type="checkbox"/>		
Institutional	<input type="checkbox"/>	<input type="checkbox"/>		
Other	<input type="checkbox"/>	<input type="checkbox"/>		
Rural	<input type="checkbox"/>	<input type="checkbox"/>		
Residential	<input type="checkbox"/>	<input type="checkbox"/>		
Outdoor Rec.	<input type="checkbox"/>	<input type="checkbox"/>		
Natural Res.	<input type="checkbox"/>	<input type="checkbox"/>		

Right, Title and Interest. Attach a copy of the deed to the property, an option to purchase the property, a lease agreement, or other documentation to demonstrate right, title or interest in the property on the part of the Applicant. If Applicant is not owner, also attach authorizing letter from the property owner.

Total Due: \$ _____

By signing below, I agree that the information provided is complete and correct and that my project will adhere to applicable State and Town land use laws and regulations. I agree to future inspections by the Code Enforcement Officer at reasonable hours.

Applicant Signature _____ **Date** _____

CEO Signature _____ **Date** _____

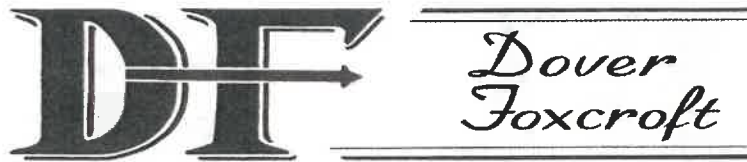
Date Received: _____

(Form created 8/16/2019)

Property Address: _____

Tax Map & Lot #: _____

Zoning District: - _____



HOME OCCUPATION PERMIT APPLICATION

1. Business Description: _____

2. Will the business be conducted within the residence? o Yes o No

If yes, how many square feet will the business occupy: _____

3. Will the business be conducted within an accessory building or structure? o Yes o No

If yes, how many square feet will the business occupy: _____

4. Name of resident family member who will carry on the business: _____

5. Will the business employ a non-family member? o Yes o No

6. Will the home occupation involve work or services performed away from the home? o Yes o No

7. Will there be on-site sale of retail goods or services? o Yes o No

8. Hours and days of operation: _____

9. Type of traffic (e.g. customers, delivery trucks): _____

Vehicle trips per day: _____

Will traffic generation increase from what is otherwise normal for a residential area? o Yes o No

10. Any noise, waste discharge, smoke, dust, odors, associated with home occupation? o Yes o No

If yes, explain: _____

11. Will there be any exterior property changes (new structure, addition, parking, driveway, etc.)? o Yes o No

If yes, identify type improvement, location and dimensions on site plan (next page)

12. Proposed advertising or sign on premises? o Yes o No

If yes, indicate location on site plan (see next page), and submit application form for signage.

13. Proposed parking for business: indicate location and size on site plan (see next page)

14. Proposed vehicular entrance/exit for business: indicate location on site plan (see next page)

By signing this document you agree to abide by the following standards:

A. The home occupation shall be clearly incidental to and compatible with the residential use of the property and surrounding residential uses. No exterior storage or processing of materials and no other exterior indication of the home occupation or variation from the residential character of the principal building is permitted. A home occupation shall not create noise, odors, or parking issues beyond what would be anticipated for a residential use.

B. The home occupation must be carried on by a member of the family permanently residing in the dwelling unit. One employee who is not part of the family is permitted.

Applicant Signature _____ Date _____

Submit this page with Land Use and Multi-Purpose Permit Application



Home Occupation Plan

Attach or draw below, a site plan showing size, location and proposed structures, sewage disposal facilities, water supply facilities, stormwater facilities, electrical facilities, telecommunication facilities, direction of surface water drainage and areas to be cut and filled. Include lot dimensions, property boundaries, distances of structures from boundaries, distances from high water marks on brooks, streams, ponds, lakes, rivers, wetlands. Show location of any fire hydrants, gas mains, signs, exterior lighting, landscaping and buffering. Show location, dimensions and materials of driveway, parking areas, sidewalks and street openings. Show flow of vehicular and pedestrian traffic into and through the property. Identify established street(s) and intersecting roads. Give distance to/from property line pins to road openings and distance to/from openings to nearest intersecting road.

Scale: _____ = _____ feet

Street frontage: _____ ft; Shore frontage: _____ ft; Lot size: _____ sf; Acres: _____

Setbacks: number of feet to proposed structure from: _____ ft center line of road

From property lines: _____ ft from front; _____ ft from rear; _____ ft from left side; _____ ft from right side

% lot coverage: maximum allowed _____; existing: _____ proposed: _____

Note: Submission requirements may be waived by the Code Enforcement Officer in accordance with the Land Use Ordinance Section 5.8.3.