

TOWN OF STARKS

APPLICATION FOR A SHORELAND ZONING PERMIT

General Information and Instructions

The Shoreland Zoning Ordinance is administered by the Starks Code Enforcement Officer and the Starks Planning Board, depending on the type of project. Section 14 Table of Land Uses of the Starks Shoreland Zoning Ordinance indicates which entity is the permitting authority for different uses.

The Town of Starks Shoreland Zoning Ordinance and application form are available from the Town Office and at <https://www.starksme.com/ordinances-and-other-town-documents>

Property tax maps and landowner information are at: <https://www.starksme.com/tax-maps-and-committment-book>

First Steps:

1. Check with the Town Office at 207-696-8069 to obtain contact information for the Code Enforcement Officer or the Chair of the Starks Planning Board.
2. If the Planning Board is the permitting authority, ask the Chair to be placed on the Planning Board agenda (14 days in advance of the meeting; the Board meets first Wednesday of each month)
3. Thoroughly review the Shoreland Zoning Ordinance for the Town of Starks. All land use activities within the shoreland zone must conform with the provisions, if applicable, as detailed in Section 15, A through U of the Shoreland Zoning Ordinance.

Notes:

1. All applications shall be signed by an owner or individual who can show evidence of right, title or interest in the property or by an agent, representative, tenant, or contractor of the owner with authorization from the owner to apply for a permit hereunder, certifying that the information in the application is complete and correct.
2. If requesting a permit from the Planning Board, submit 8 copies of this application and other associated written materials and maps or drawings.

APPLICATION FOR A SHORLAND ZONING PERMIT

Official Use: Date Received: _____; Fee Paid: _____

The undersigned owner or authorized agent hereby applies for a permit in accordance with all statutes, laws, codes and ordinances for the State of Maine and the Town of Starks for the following use(s) to be issued based on the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct. The applicant also agrees to future inspections by the Code Enforcement Officer or Planning Board, as applicable, at reasonable hours.

Applicant's Name (Printed): _____

Applicant's Signature: _____ **Date:** _____

GENERAL INFORMATION

1. Applicant Name: _____

Address: _____

Phone: _____ Email: _____

2. Property Owner Name: _____

Address: _____

Phone: _____ Email: _____

3. Building Contractor Name: _____

Address: _____

Phone: _____ Email: _____

4. Earthwork Contractor Name: _____

Address: _____

Phone: _____ Email: _____

DEP certification number if more than 1 cubic yard of soil is disturbed or displaced within the Shoreland Zone, (See 38 MRS Sec. 439-B): _____

5. Soil Scientist/Evaluator Name: _____

Address: _____

Phone: _____ Email: _____

6. Location/Street Address of Property:

Street Address: _____

Property Tax Map: Map #(s): _____; Lot #(s): _____

Zoned Waterbody(ies): _____

Zoning District(s): _____

7. Lot Information:

Total Lot Area: (shoreland zone and beyond): _____

Public Road Name and Road Frontage: _____

Existing Use: _____

Is any portion of the property within a 100-year floodplain? ____ No; ____ Yes (*See Floodplain Map(s)*)

Is this property part of a subdivision? ____ No; ____ Yes

8. Describe the Proposed Project: _____

9. Construction Schedule: Start Date: _____; Completion Date: _____
(See SLZ Ordinance Sec 16, F for permit expiration within 1 year, with opportunity for 1 year extension)

10. Type of Construction (check all that apply):

| | | |
|----------------------------|-----------------------------|---------------------|
| ____ New Residence | ____ Alteration/Addition to | ____ Pier/Dock/Warf |
| ____ Garage/Outbuilding | ____ Existing Building | ____ Road/Driveway |
| ____ Mobile Home | ____ Recreational | ____ Sign |
| ____ Commercial/Industrial | ____ Repairs | |
| ____ Other (describe): | | |

11. Structure in Shoreland Zone (Attach Building Plans, Including Front and Side Elevations)

Dimensions: _____ Height: _____ Number of Stories: _____ Other _____

Total Square Footage of All Structures (in Shoreland Zone) on the property, including decks: _____

Elevation above 100-year flood: _____ Setback from Normal High-Water Mark: _____

Setbacks: From Public Road: _____ From Side Lines: _____ From Rear Lot Lines: _____

Type of Construction: _____

Type Foundation: Full Basement: ____ Frost Wall: ____ Slab: ____ Other (Describe): _____

Estimated Cost of Project: _____

12. Property in the Shoreland Zone (Attach Copy of Site Plan)

Lot Area in Shoreland Zone (Width x Depth = Square Feet): _____

Percentage of Property in Shoreland Zone covered by Structures (e.g., Buildings, Roads, Driveways, Patios, Decks, other impervious areas) (Calculate: Square Footage of All Structures/Lot Area in Shoreland Zone x 100 = %): _____

Frontage on Waterbody: _____

Soil Disturbed or Displaced: _____ Less than 10 Cubic Yards; _____ 10 Cubic Yards or More

13. Plumbing (Septic and Water)

Sewage Disposal: _____ Existing; _____ Proposed (Attach Copy of Approved Plumbing Permit)

Water Supply: _____ Existing; _____ Private; _____ Public

_____ Proposed; _____ Private; _____ Public (Attached letter from public water supplier)

14. Non-Conformance (i.e., Existing lot or structures do not meet standards of the Shoreland Ordinance)

Is this a non-conforming Lot? ____ No; ____ Yes

Are there any non-conforming Structures? ____ No; ____ Yes

If yes to any, explain situation: _____

15. Restrictions

Are there currently any covenants, deed restrictions, easements, or rights-of way on the property?

___ No; ___ Yes. If yes, attach documentation.

Are there any plans for covenants, deed restrictions, easements, or rights-of way on the property?

___ No; ___ Yes. If yes, provide details: _____

16. Site Plan: May be drawn on the attached grid or a separate sheet; drawn to scale not greater than 1 inch to 50 feet. The Site Plan shall include:

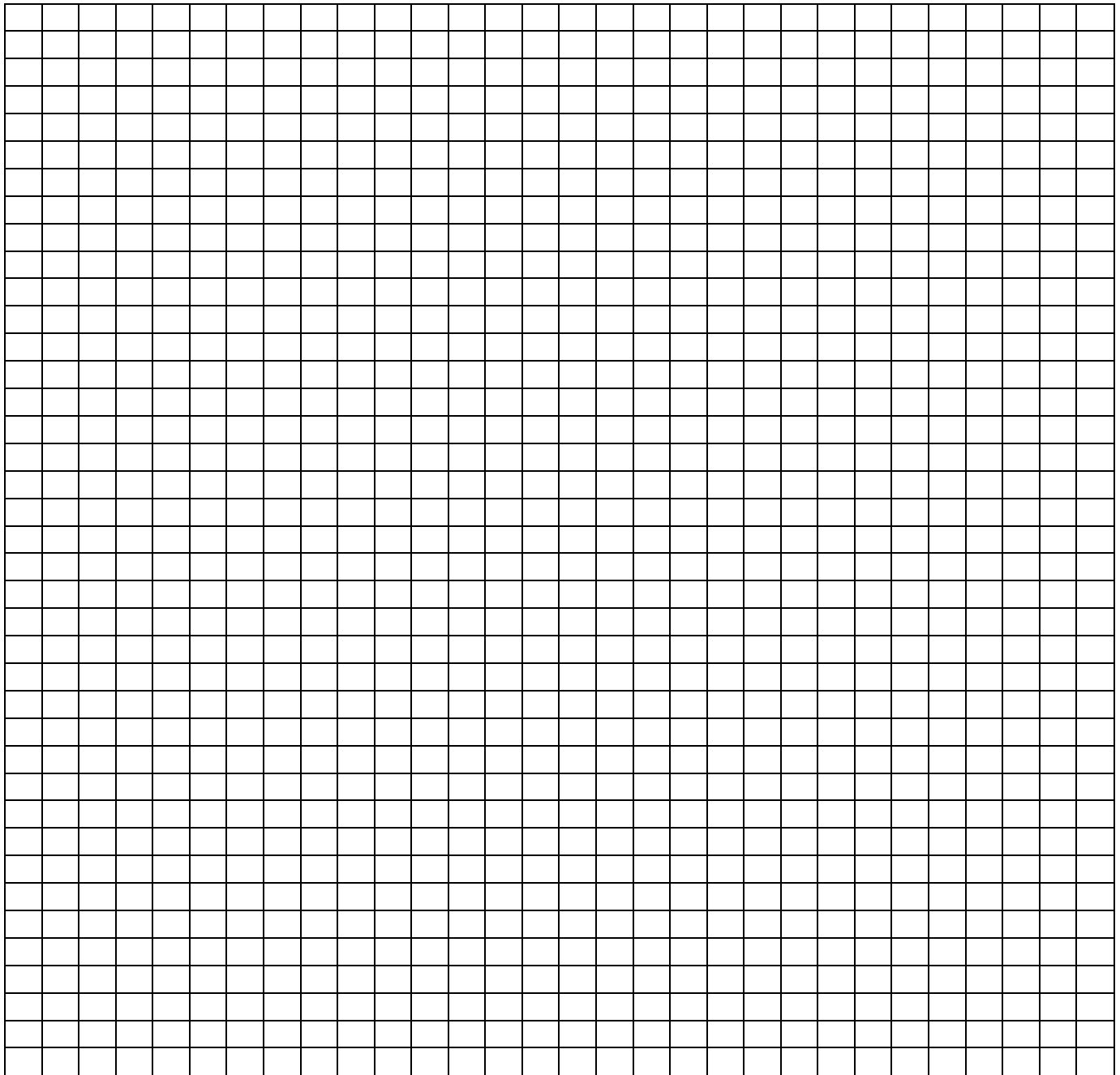
1. Site plan title including property owner, address, and map/lot number
2. Name, registration and seal of land surveyor, architect, or engineer, if applicable
3. Scale and north arrow
4. Lot property lines, including their distance
5. Abutting water body(ies), including tributary streams and wetlands
6. Locations and dimensions of existing and proposed structures, including their distance to property lines and waterbody high water mark
7. Location of required building setbacks
8. Location of sewage disposal systems and water supplies
9. Locations of existing and proposed impervious areas, including structures, driveways, parking, etc
10. Areas to be cleared and of earth moving, or soil disturbing, or timber harvesting activity
11. Location of existing and proposed buffers, or proposed landscaping

17. Soil Erosion Control Plan: All activities which could result in unstabilized soil conditions, including filling, grading, excavation, or other similar activities, must include a written narrative explaining soil erosion control measures necessary to stabilize the soils. The location of erosion control measures including silt fence, erosion control seed mix, hay bales, or other appropriate soil erosion control devices should be shown on the site plan or a separate plan.

18. Attachments (Check those included):

- ___ Permit Fee: Amount: _____ (See Permit Fee Schedule)
- ___ 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
- ___ Copy of written agent authorization to apply, if applicable
- ___ Copy of Tax Map with the Parcel Identified on the Map
- ___ Copy of valid plumbing permit or a completed application for a plumbing permit, including the site evaluation approved by the Plumbing Inspector, if applicable
- ___ Preconstruction photos of shoreland vegetation and flagged development site
- ___ Copies of any additional required permits (Attach and list below):

Additional Information: Attach any additional information that will demonstrate that the proposed project will satisfy the standards of the Shoreland Zoning Ordinance.



Site Plan

Property Owner: _____

Address: _____

Tax Map # & Lot #: _____ Scale: ____ = ____ (North Arrow (draw))

Supplemental Application for a Special Exception
Pursuant to Starks Shoreland Zoning Ordinance Section 16(E)

E. Special Exceptions. In addition to the criteria specified in Section 16(D) of the Shoreland Zoning Ordinance, excepting structure setback requirements, the Planning Board may approve a permit for a single-family residential structure in a Resource Protection District provided that the applicant demonstrates that all of the following conditions are met. Please address each of these criteria.

- (1) There is no location on the property, other than a location within the Resource Protection District, where the structure can be built. Explain:

- (2) The lot on which the structure is proposed is undeveloped and was established and recorded in the registry of deeds of the county in which the lot is located before the adoption of the Resource Protection District. (The Resource Protection District was established in 1991) Attach copy of deed.

- (3) All proposed buildings, sewage disposal systems and other improvements are:

- (a) Located on natural ground slopes of less than 20%; ____ yes; ____ no
- (b) Located outside the floodway of the 100-year flood-plain along rivers as delineated on the Federal Emergency Management Agency's Flood Boundary and Floodway Maps and Flood Insurance Rate Maps; all buildings, including basements, are elevated at least one foot above the 100-year flood-plain elevation; and the development is otherwise in compliance with any applicable Starks Floodplain Management Ordinance. ____yes; ____ no

If the floodway is not shown on the Federal Emergency Management Agency Maps, it is deemed to be ½ the width of the 100-year flood-plain.

- (4) The total footprint, including cantilevered or similar overhanging extensions, of all principal and accessory structures is limited to a maximum of 1,500 square feet. This limitation shall not be altered by variance. What will be the total footprint? _____
- (5) All structures, except functionally water-dependent structures, are set back from the normal high-water line of a water body, tributary stream or upland edge of a wetland to the greatest practical extent, but not less than 75 feet, horizontal distance. In determining the greatest practical extent, the Planning Board shall consider the depth of the lot, the slope of the land, the potential for soil erosion, the type and amount of vegetation to be removed, the proposed building site's elevation in regard to the flood-plain, and its proximity to moderate-value and high-value wetlands. What will be the setback from the highwater mark? _____
- (6) Do you have any additional comments?