



**TOWN OF DURHAM, MAINE**  
**PLANNING BOARD**  
**REQUEST FOR MEETING**

NAME OF APPLICANT: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ ALT. PHONE#: \_\_\_\_\_  
FULL ADDRESS: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
MAP: \_\_\_\_\_ LOT: \_\_\_\_\_

AGENT/REPRESENTATIVE (if other): \_\_\_\_\_ PHONE #: \_\_\_\_\_  
EMAIL: \_\_\_\_\_  
FULL ADDRESS: \_\_\_\_\_

The undersigned requests the Durham Planning Board consider the following application for:

_____ Conditional Use _____ Subdivision _____ Site Plan Review _____ Other (Specify): _____	_____ Amended Subdivision _____ Amended Conditional Use _____ Amended Site Plan
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**NOTE TO APPLICANT:**

1. This form and 10 printed copies of the application and supporting materials must be filed at the Town Offices no later than (fourteen) 14 days prior to the regular meeting of the Board (first Wednesday monthly). Applications shall be accompanied by all applications fee and materials required by the Select Board's fee schedule. A digital version of all materials must be sent to the Town Planner at [townplanner@durhammaine.gov](mailto:townplanner@durhammaine.gov) for public posting.
2. All applications shall include all materials and copies as specified on the applications and checklists (conditional use, subdivision, & site plan).
3. All materials in color shall be copied in color.

**Application Authorization**

I hereby make application to the Town of Durham for the above-referenced property(ies) and the development as described. To the best of my knowledge, the information provided herein is accurate and is in accordance with the Land Use Ordinances of the Town, except where waivers are requested. The Durham Planning Board and/or Town employees are authorized to enter the property for purposes of reviewing this proposal and for inspecting improvements as a result of an approval of this proposal. I understand that I am responsible for appearing, or having someone appear on my behalf, at all meetings before the Planning Board.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Please identify yourself (check one): Agent\*: ☐ Property Owner: ☐



## *TOWN OF DURHAM*

**630 Hallowell Road  
Durham, Maine 04222**

***Office of Code Enforcement  
and Planning***

**Tel. (207) 376-6558**

**Fax: (207) 353-5367**

### **CONDITIONAL USE PERMIT APPLICATION**

Please read the Conditional User Permit Application Instructions and meet with the Code Enforcement Officer before completing this Application.

#### **PART I. PROPERTY INFORMATION**

Applicant's name and address:

Owner's name and address: (if different than applicant)

Property address:

Property tax map:  and lot:

Property zone(s) (list all):

Property overlay zone(s) (list all):

Current approved property use:

Is this property in a subdivision: Yes ☐ No ☐

Is any part of this property in a flood plain: Yes ☐ No ☐

Will there be any new structures, expansions of existing structures, or the construction or expansion of parking areas: Yes ☐ No ☐

## **PART II. PROPOSED USE**

Please fully describe the proposed use; including all of the following (you may attach separate or additional sheets):

- Describe the proposed use in detail
- Hours of operation
- Plans for waste disposal
- Anticipated traffic (deliveries, customers, etc.)
- Other relevant information on the proposed use

### **PART III. CONDITIONAL USE STANDARDS**

For each standard, describe how what potential impacts your project might have, how your project meets the standard, and what documents the Planning Board should refer to that support your position.

- A. Public Health Impacts:** The proposed use will not create unsanitary or unhealthful conditions by reason of sewage disposal, emissions to the air or water, or other aspects of its design or operation.

*Please include how you will address any sewage disposal (septic, etc.), any fumes or air emissions, any discharge or runoff that might pollute water, trash, and other potential public health impacts.*

Why your project won't create any public health impacts:

Relevant documents:

- B. Traffic Safety Impacts:** The proposed use will not create unsafe vehicular or pedestrian traffic conditions when added to existing and foreseeable traffic in its vicinity.

*Please include how much and the type of traffic you anticipate, hours of traffic, type of traffic currently on the road, any entrance permits, entrance sight distances, hazardous intersections in the area, traffic studies, etc.*

Why your project won't create any traffic safety impacts:

Relevant documents:

- C. **Public Safety Impacts:** The proposed use will not create public safety problems which would be substantially different from those created by existing uses in the neighborhood or require a substantially greater degree of municipal services than existing uses in the neighborhood.

*Please include a description of the types of surrounding uses (residential, home businesses, commercial businesses, farms, etc.); the types of public safety problems your use might pose and how you will address them; and the types of municipal services your use will require (education, trash disposal, fire protection, law enforcement protection, etc.).*

Why your project won't create public safety problems that are substantially different from the surrounding uses:

Why your project won't require a substantially greater degree of municipal services than the surrounding uses:

Relevant documents:

- D. Environmental Impacts:** The proposed use will not result in sedimentation or erosion, or have an adverse effect on water supplies.

*Please identify any nearby natural resources (ponds, streams, vernal pools, etc.) and describe whether your project could have an impact on any of those resources and the steps you are taking to prevent any such impact. If you are removing any vegetation or doing any site work, describe those plans and what erosion or sedimentation control procedures you will be taking. If your project could have runoff or leaching, identify the nearby wells and resources that could be impacted and the measures you are taking to prevent any impact.*

Why your project won't result in sedimentation or erosion:

Why your project won't have an adverse effect on water supplies:

Relevant documents:

- E. Scale & Intensity of Use:** The proposed use will be compatible with existing uses in the neighborhood, with respect to physical size, visual impact, intensity of use, and proximity to other structures.

*Please include a description of the types of surrounding uses (residential, home businesses, commercial businesses, farms, etc.), how close they will be to your project, and whether and how much those surrounding uses will be able to see your operations. Describe how your project fits in with the neighborhood and identify any screening or other steps you will take to minimize the impact on surrounding uses.*

Why your project will be compatible with surrounding uses:

Relevant documents:



- F. Noise & Hours of Operation:** The proposed use will be compatible with existing uses in the neighborhood, with respect to the generation of noise and hours of operation.

*Please describe your hours of operation and any noise that your use may generate. Describe the impact those hours and noise could have on surrounding uses and how your use will not be incompatible with the surrounding uses.*

Why your project will be compatible with existing uses in terms of noise and hours of operation:

Relevant documents:

- G. Right, Title, or Interest:** The applicant has sufficient right, title or interest in the site of the proposed use to be able to carry out the proposed use.

*Identify the type of right, title, and interest that you hold in the property (deed, purchase and sale agreement, lease, easement, etc.).*

Right, title, and interest:

Relevant documents:

- H. Financial & Technical Ability:** The applicant has the financial and technical ability to meet the standards of this Section and to comply with any conditions imposed by the Planning Board pursuant to subsection 7.5.

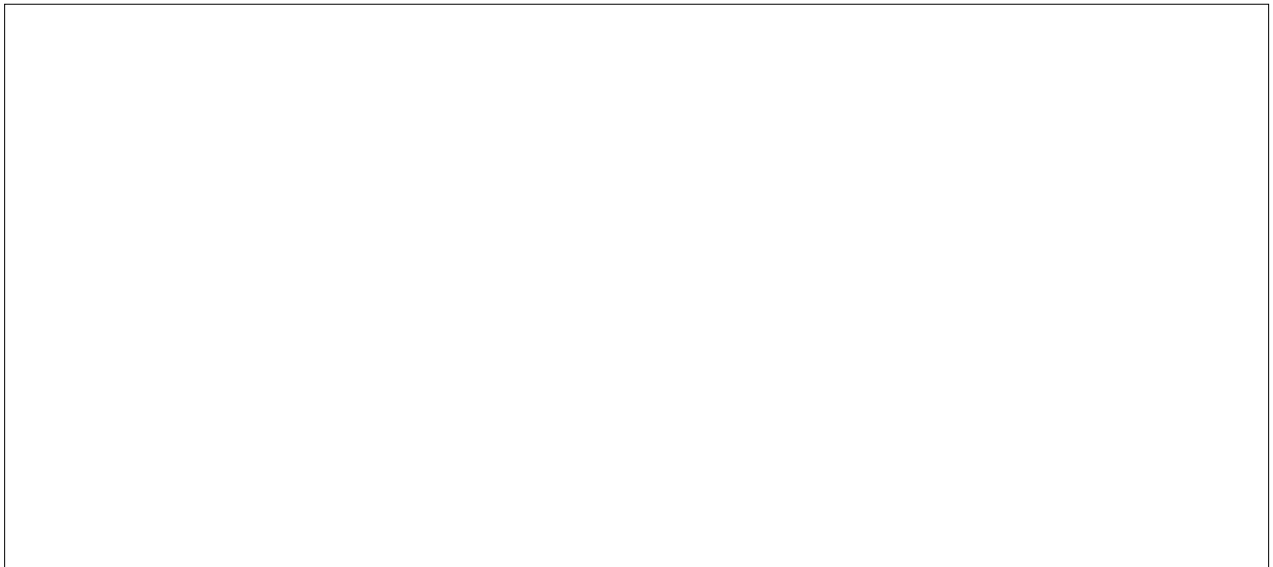
*Please identify the cost of the project and any required compliance measures. Provide evidence that you have the financial capacity to meet those standards. Please also identify the experience that you have with the type of proposed use. If your project involves building construction and/or site development, what types of professional services have you or will you employ to address technical design issues like wetland mapping and storm drainage analysis? Who will be inspecting the work to ensure that it meets required regulatory performance standards and industry quality standards? The details of construction and financial & technical capacity will be reviewed during site plan approval (if required), but a general indication and discussion is needed for conditional use review and also for implementation of required conditions of approval (if any).*

Estimated cost of the project and compliance:


Evidence of financial capacity:

A large, empty rectangular box with a thin black border, intended for providing evidence of financial capacity.

Evidence of technical capacity:

A large, empty rectangular box with a thin black border, intended for providing evidence of technical capacity.

Relevant documents:

An empty rectangular box with a thin black border, intended for listing relevant documents.

#### **PART IV. SPECIFIC PERFORMANCE STANDARDS**

Per Section 7.4.B., please identify any additional performance standards contained in the Land Use Ordinance that apply to your project and identify how you meet those standards (add additional standards/sheets as required). As an example, if your project is a campground, you need to document how you meet the specific standards of Section 5.8 as well as the general criteria for a conditional use review. If your project requires separate site plan review and approval, you can address the site plan performance standards in your site plan application.

**A. Specific Standard: (Section Reference)**

Performance standard:

How you meet that standard:

Relevant documents: