



City of Auburn, Maine

Office of Planning & Permitting

Eric J. Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

Development Review Application

PROJECT NAME: _____

PROPOSED DEVELOPMENT ADDRESS: _____

PARCEL ID #: _____

REVIEW TYPE: Site Plan Site Plan Amendment
 Subdivision Subdivision Amendment

PROJECT DESCRIPTION: _____

CONTACT INFORMATION:

Applicant
Name: _____
Address: _____
City / State _____
Zip Code _____
Work #: _____
Cell #: _____
Fax #: _____
Home #: _____
Email: _____

Property Owner
Name: _____
Address: _____
City / State _____
Zip Code _____
Work #: _____
Cell #: _____
Fax #: _____
Home #: _____
Email: _____

Project Representative
Name: _____
Address: _____
City / State _____
Zip Code _____
Work #: _____
Cell #: _____
Fax #: _____
Home #: _____
Email: _____

Other professional representatives for the project
(surveyors, engineers, etc.),
Name: _____
Address: _____
City / State _____
Zip Code _____
Work #: _____
Cell #: _____
Fax #: _____
Home #: _____
Email: _____

PROJECT DATA

The following information is required where applicable, in order complete the application

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area _____sq. ft.
Proposed Total Paved Area _____sq. ft.
Proposed Total Impervious Area _____sq. ft.
Proposed Impervious Net Change _____sq. ft.
Impervious surface ratio existing _____% of lot area
Impervious surface ratio proposed _____% of lot area

BUILDING AREA/LOT COVERAGE

Existing Building Footprint _____sq. ft.
Proposed Building Footprint _____sq. ft.
Proposed Building Footprint Net change _____sq. ft.
Existing Total Building Floor Area _____sq. ft.
Proposed Total Building Floor Area _____sq. ft.
Proposed Building Floor Area Net Change _____sq. ft.
New Building _____(yes or no)
Building Area/Lot coverage existing _____% of lot area
Building Area/Lot coverage proposed _____% of lot area

ZONING

Existing _____
Proposed, if applicable _____

LAND USE

Existing _____
Proposed _____

RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units _____
Proposed Number of Residential Units _____
Subdivision, Proposed Number of Lots _____

PARKING SPACES

Existing Number of Parking Spaces _____
Proposed Number of Parking Spaces _____
Number of Handicapped Parking Spaces _____
Proposed Total Parking Spaces _____

ESTIMATED COST OF PROJECT:

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area _____sq. ft.
Proposed Disturbed Area _____sq. ft.
Proposed Impervious Area _____sq. ft.

- 1. If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with MDEP.*
- 2. If the proposed impervious area is greater than one acre including any impervious area crated since 11/16/05, then the applicant shall apply for a MDEP Stormwater Management Permit, Chapter 500, with the City.*
- 3. If total impervious area (including structures, pavement, etc) is greater than 3 acres since 1971 but less than 7 acres, then the applicant shall apply for a Site Location of Development Permit with the City. If more than 7 acres then the application shall be made to MDEP unless determined otherwise.*
- 4. If the development is a subdivision of more than 20 acres but less than 100 acres then the applicant shall apply for a Site Location of Development Permit with the City. If more than 100 acres then the application shall be made to MDEP unless determined otherwise.*

TRAFFIC ESTIMATE

Total traffic estimated in the peak hour-existing _____passenger car equivalents (PCE)
(Since July 1, 1997)

Total traffic estimated in the peak hour-proposed (Since July 1, 1997) _____passenger car equivalents (PCE)
If the proposed increase in traffic exceeds 100 one-way trips in the peak hour then a traffic movement permit will be required.

Zoning Summary

1. Property is located in the _____ zoning district.
2. Parcel Area: _____ acres / _____ square feet(sf).

Regulations	<u>Required/Allowed</u>	<u>Provided</u>
Min Lot Area	_____ / _____	
Street Frontage	_____ / _____	
Min Front Yard	_____ / _____	
Min Rear Yard	_____ / _____	
Min Side Yard	_____ / _____	
Max. Building Height	_____ / _____	
Use Designation	_____ / _____	
Parking Requirement	1 space/ per _____ square feet of floor area	
Total Parking:	_____ / _____	
Overlay zoning districts (if any):	_____ / _____	_____ / _____
Urban impaired stream watershed?	YES/NO If yes, watershed name _____	

DEVELOPMENT REVIEW APPLICATION SUBMISSION

Submissions shall include fifteen (15) complete packets containing the following materials:

1. 5 Full size plans and 10 smaller (no larger than 11" x 17") plans containing the information found in the attached sample plan checklist.
2. Application form that is completed and signed by the property owner or designated representative.
(NOTE: All applications will be reviewed by staff and any incomplete application will not be accepted until all deficiencies are corrected.)
3. Cover letter stating the nature of the project.
4. All written submittals including evidence of right, title and interest.
5. Copy of the checklist completed for the proposal listing the material contained in the submitted application.

Refer to the application checklist for a detailed list of submittal requirements.

To view the City of Auburn Zoning Ordinance, go to:

www.auburnmaine.gov under City Departments / Planning, Permitting & Code / Subdivisions / Land Use / [Zoning Ordinance](#)

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, I certify that the City's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for development review only; a Performance Guarantee, Inspection Fee, Building Permit Application and other associated fees and permits will be required prior to construction.

Signature of Applicant:	Date:
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