

TOWN OF SWAN'S ISLAND
125 Harbor Road
P.O Box 11
SWAN'S ISLAND, ME 04685-0011

June 16, 2022

CONTRACTORS AND ANYONE APPLYING FOR A PERMIT IN THE TOWN OF
SWAN'S ISLAND

Dear Sir or Madam,

All applications to the Town of Swan's Island shall be complete, legible and correct **before** construction, installation or alteration has been initiated in any capacity. All fees must be paid in full to the Electrical Inspector or Code Enforcement Officer via the Town Office before the permit can be processed. Fees are payable to the Town of Swan's Island and will serve as a source of funds for the administration of this Ordinance. After the fact permits (work started without a permit) will cost \$100. Applications can be emailed to the Electrical Inspector at kentswharf@aol.com and the Code Enforcement Officer at caitlintrafton@yahoo.com.

The voter box in the Town Office lobby will serve as a place where applications can be dropped off and permits can be picked up. Lobby hours are as follows: Monday-Friday 8:30 AM - 3:00 PM, Saturday 11:00 AM - 2:45 PM and closed on Sunday.

Thank you for your attention.

Sincerely,

Myron Sprague

Gary Turner

Jason Joyce

Handwritten signatures of Myron Sprague, Gary Turner, and Jason Joyce.

**TOWN OF SWAN'S ISLAND
SWAN'S ISLAND, MAINE 04685**

APPLICATION FOR SHORELAND ZONING PERMIT

Date: _____

File # _____
(For Town Use)

The undersigned applies for a permit for the following use, said permit to be issued on the basis of the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct.

The undersigned gives permission to the Code Enforcement Officer, or other Municipal Officials, to inspect the premises for the purpose of assessing the accuracy of this application and to gather any additional information necessary for the processing of this application.

1. Agent

Name: _____
Address: _____
Telephone: _____ Zip Code: _____
E-Mail: _____

2. Owner

Name _____
Address: _____
Telephone: _____ Zip Code: _____
E-Mail: _____

3. Address or location of property (describe or indicate on a map):

Tax Map _____ Lot No. _____

4. Existing use of property and existing structures:

5. Property is zoned as: ___ Residential ___ Fisheries ___ Resource Protection

6. Was the lot for which a permit is being requested created by division from another lot in the past five years? ___ Yes ___ No

7. Is the proposed development within a Special Flood Hazard Area? ___Yes ___No
 A. If Yes – Base Flood Elevation at proposed site: _____NGVD
 B. Elevation of lowest floor of structure, including basement: _____NGVD

8. Proposed New Uses: (check all that apply)
 A. ___ Residence ___ Single family ___ Multi family
 B. ___ Addition Use _____
 C. ___ Accessory Building Use _____
 D. ___ Pier or Dock ___ Recreational ___ Commercial
 E. ___ Deck or Porch
 F. ___ Clearing of land for approved construction
 G. ___ Sewage Disposal System
 H. ___ Filling or Earth moving Activity
 Fill type: _____ Amount in cubic yards: _____
 I. ___ Road & Driveway Construction
 J. ___ Other (please describe) _____
-

9. Type of Sewage Disposal: None ___
 New ___ Replacement ___
 Please attach HHE-200 (*Subsurface Wastewater Disposal System Application*)

10. Percentage of lot to be occupied by structures: _____

11. Lot width: _____ Lot Depth: _____ Lot area: _____

12. Proposed Structures – exterior dimensions (length, width and height)
 A. Residence _____ by _____ by _____ Number of Stories:
 B. Addition _____ by _____ by _____ Number of Stories:
 C. Accessory _____ by _____ by _____ Number of Stories:
 D. Other _____ by _____ by _____ Number of Stories:
 E. Deck or Porch _____ by _____

IMPORTANT: APPLICATION WILL NOT BE ACCEPTED WITHOUT THE FOLLOWING

13. **Site Plan:** Draw a picture showing the following information about the lot and the proposed construction or use.
 A. Lot dimensions
 B. Names of the abutting property owners, water bodies and public or private right of way.
 C. Exact location of existing and proposed buildings and distance of each from nearest lot line and water body.
 D. Location of sewage disposal system and water supply.
 E. Areas of earthmoving activity and vegetation clearing

14. Attachments (Applications may require additional documentation)
- A. Plumbing Permit
 - B. Other Federal, State or local permits, official decisions or pending applications relevant to this application.
 - C. Any other supplemental information requested, or you feel may clarify the application.
 - D. Short letter from Owner authorizing Agent.

To the best of my knowledge, all information submitted on this application is true and correct and all proposed uses and construction will be in conformance with the application and the Swan's Island Shoreland Zoning Ordinance and all other ordinances and laws.

Signature of Owner(s) or Agent

To be completed by CEO or Planning Board

Date Received: _____
 Date Reviewed: _____ CEO
 _____ Planning Board

Decision

Fee: \$ _____ Date Paid _____

Notes: