



Code Enforcement Office  
 6 Church St., Gardiner, ME 04345  
 Phone: (207) 582-6892  
 Fax: (207) 582-6895  
[ceo@gardinermaine.com](mailto:ceo@gardinermaine.com)  
[www.gardinermaine.com](http://www.gardinermaine.com)

Office Hours  
 Monday 8:00 AM–4:00 PM  
 Tuesday 8:00 AM–4:00 PM  
 Wednesday 12:00–6 PM  
 Thursday 8:00 AM–4:00PM  
 Friday 8:00 AM–12:00 PM

Address: \_\_\_\_\_

**LAND USE AND MULTI-PURPOSE PERMIT APPLICATION**

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

**Application Instructions:** Complete all sections of application, including any additional forms noted. The Applicant must prove that the proposed activity conforms with the City's land use ordinance (LUO 4.9.3). A permit will be issued only if the application is deemed complete and has been reviewed and fully complies with all the provisions of the LUO (4.9.4).

Property Address or Location: \_\_\_\_\_

Project Description: \_\_\_\_\_

PROPERTY USE TABLE (LUO 7.6)			PROJECT INFORMATION	
			<b>BUILDING:</b> <input type="checkbox"/> <b>COMMERCIAL</b> (add Form 03) OR <input type="checkbox"/> <b>RESIDENTIAL</b> (add Form 04)	
	Existing	Proposed	<b>Additional-General:</b>	
Commercial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Address/E-911 (add Form 05)	<input type="checkbox"/> Manufactured Home (add Form 11)
Educational	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Change of Use (add Form 06)	<input type="checkbox"/> Sewer (add Form 15)
Governmental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Demolition/Removal (add Form 07)	<input type="checkbox"/> Shoreland (add Form 12)
Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Driveway Entrance (add Form 05)	<input type="checkbox"/> Sign (add Form 13)
Institutional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Excavation (add Form 08)	<input type="checkbox"/> Sludge Management (add Form 14)
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Floodplain (add Form 09)	<input type="checkbox"/> Street Opening (add Form 05)
Rural	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Home Occupation (add Form 10)	<input type="checkbox"/> Water (add Form 15)
Residential	<input type="checkbox"/>	<input type="checkbox"/>	<b>Plumbing:</b> <input type="checkbox"/> Internal (use HHE 211)	<input type="checkbox"/> Subsurface (use HHE 200)
Transportation	<input type="checkbox"/>	<input type="checkbox"/>		
Wholesale	<input type="checkbox"/>	<input type="checkbox"/>		

- Is Applicant not owner?** Add authorizing letter from Property Owner (LUO 4.9.2)
- Is work exterior?** Add Site Plan for Permit Application (Form 02)

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

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Form01\_LandUseMultiPurposeApp

Date Received: \_\_\_\_\_

Original copy for property file

Tax Map & Lot #: \_\_\_\_\_

Zoning District: \_\_\_\_\_

**CITY OF GARDINER, MAINE – DEMOLITION OR REMOVAL PERMIT APPLICATION**

MATERIAL DISPOSAL METHOD:	
SITE SECURING METHOD:	
MATERIAL TO BE REMOVED:	
DEP ASBESTOS PERMIT FILED:	<input type="checkbox"/> YES <input type="checkbox"/> NOT APPLICABLE
UTILITY NOTIFICATION:	CMP    CABLE    PUBLIC WORKS    SEPTIC/WELL DISCONNECT OIL/PROPANE/NATURAL GAS DISCONNECT    WATER DISTRICT

**Manufactured/Mobile Home Data**

Make/Model/Manufacturer:		
Serial #:	Length:	Foundation:
Year:	Width:	Color:

**Manufactured/Mobile Home Tax Release Checklist**

**IMPORTANT:** As required by Title 29, M.R.S.A., and City Codes, all taxes and water and sewer fees must be paid in full prior to the removal or relocation of a Manufactured Housing Unit (Mobile or Modular Unit) before the Tax Collector can issue a certification. Additionally, in the City of Gardiner, a building permit must be obtained before the unit is moved, regardless of whether it will be relocated within the city or moved outside of the city. A transportation permit cannot be obtained from the State until the certification has been completed and signed. This checklist will aid an applicant for a release by ensuring that all of the agencies, as required by law, conduct their review and collect the required fees thereby allowing the tax collector to issue the release. **Take the attached release form to each agency, in the order listed below. At each agency have the release form signed and dated.**

1.     **Gardiner Water District, 246 Water St Gardiner, ME 582-5500**
2.     **City of Gardiner, Sewer District, 6 Church St Gardiner, ME 582-4460**
3.     **City of Gardiner, Tax Collector, 6 Church St Gardiner, ME 582-4460**
4.     **City of Gardiner, Code Enforcement Officer, 6 Church St Gardiner, ME 582-6892**

After the Code Enforcement Officer has completed the review and issued the required Building Permit, return to the Tax Collector who will issue the release.

Address: \_\_\_\_\_

Tax Map & Lot #: \_\_\_\_\_

Zoning District: \_\_\_\_\_

**FEE: \$25.00**

**STATE OF MAINE**  
**CERTIFICATE OF TAXES/SEWER FEES PAID ON MOBILE HOME**

Title 29-A, Sections 462-4; 1002-9; 2382-10

Property tax, water/sewer release for the municipality of: \_\_\_\_\_

This is to certify that all property taxes and water, drain and sewer assessments have been paid on the mobile home described below, including taxes and assessments for the current tax year. Providing a signed and town-stamped copy of this form to the taxpayer is sufficient documentation that all obligations have been met. Municipal tax collectors should not sign this form until satisfied that all property tax, water and sewer charges are paid. If necessary, first refer the taxpayer to the appropriate local officials for their signatures. A release also is required for intra-municipal moves.

**Mobile Home Information**

Make:		Model:		Year:		Color:	
Serial #:				Dimensions:			
Taxpayer:				Mover:			
Moved from:				Moved to:			

**Tax Collection**

I certify that all applicable property taxes have been paid on the above mobile home including for the current tax year.

**Town Stamp**

Date: \_\_\_\_\_ Tax collector: \_\_\_\_\_  
(Typed or printed)

Tax Collector Signature: \_\_\_\_\_

**Water Fees**

I certify that all applicable water fees and assessments have been paid on the above mobile home.

Date: \_\_\_\_\_ Name and title: \_\_\_\_\_  
(Typed or printed)

Signature: \_\_\_\_\_

**Sewer Fees**

I certify that all applicable sewer fees and assessments have been paid on the above mobile home.

Date: \_\_\_\_\_ Name and title: \_\_\_\_\_  
(Typed or printed)

Signature: \_\_\_\_\_

Return to: Overlimit Permit Unit, 29 State House Station, Augusta, ME 04333-0029 or any Motor Vehicle Branch office. This certificate is necessary to obtain a permit/registration to move the mobile home. O/L Unit phone: (207) 624-9000 X 52134; fax (207) 622-5332.