



Code Enforcement Office
 6 Church St., Gardiner, ME 04345
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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

LAND USE AND MULTI-PURPOSE PERMIT APPLICATION

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

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	
			BUILDING: <input type="checkbox"/> COMMERCIAL (add Form 03) OR <input type="checkbox"/> RESIDENTIAL (add Form 04)	
	Existing	Proposed	Additional- General:	
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"/>	Plumbing: <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

Address: _____

Tax Map & Lot #: _____

Zoning District: _____

CITY OF GARDINER, MAINE – MANUFACTURED HOME PERMIT APPLICATION

Make/Model/Manufacturer					
Serial #				Year	
Length		Width		Color	
Additions					
Roof Type					
Sellers Name					
Sellers Address					
Purchase Price					
Financed by					
Name & Address					
Moved/Transported					
by (Name/Address)					

Manufactured Home Information Sheet

N/A	YES	NO	ITEM
			1. Is the structure within the flood plain?
			2. does the structure have at least 750 sq. ft. of year-round living space?
			3. Is the structure at least 14 feet in width?
			4. Does the structure have a pitched roof?
			5. Does the structure have siding that is residential in appearance?
			6. If the structure is located within a mobile home park, does it meet the following setback requirements? Side: 10 feet; Rear: 10 feet; front: 20 feet; Water: 100 feet.
			7. Are all permanent additions compatible in design, appearance and materials with the structure?
			8. Does the structure have a permanent foundation?
			9. Does the structure have tie downs?
			10. Have you completed a Gardiner Building Permit Application?
			11. Have you completed a Plot Plan? A Plot Plan is a bird's-eye view of the structure location on the property. Please include all setbacks.
			12. Have you enclosed a floor plan? A floor plan represents the interior use of space.
			13. Have you enclosed a written description of the home specifications? This description Outlines the construction details of the structure and foundation.
			14. Have you completed an Internal Plumbing Permit? If the plumbing hookups are performed by a Manufactured Home Mechanic of a Licensed Plumber, the appropriate box must be checked and the license number must be on the form. The property owner may perform the work if he/she owns the property, lives within the structure and purchases all material
			15. If the structure is new, a purchase and sale agreement representing proof that the home was purchased from a dealer registered to collect Maine Sales Tax or Maine Use Tax has been paid to the Maine Internal Revenue Service
			16. If the structure is used, do you have a completed Mobile Home Tax Release Form?
			17. If you are proposing a new septic system, have you enclosed 3 copies of the septic plan?
			18. If you are using an existing septic system, will the system design accommodate all bedrooms? Is the system sized for the proposed use? Is the system properly working? Please provide a written statement certifying the system size is acceptable and the system is working properly.
			19. Will your structure be connected to Public Water and/or Sewer? If yes, please complete the Gardiner Sewer and Water Hook-Up Application.

Address: _____

Tax Map & Lot #: _____

Zoning District: _____

FEE: \$25.00