

**TOWN OFFICE**  
**17 Highland Avenue**  
**Winthrop, ME 04364**  
**Telephone: (207) 377-7200 ext. 427**

Application Fee: \$100.00

Location: \_\_\_\_\_

Case # \_\_\_\_\_

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

Zone: \_\_\_\_\_

Map \_\_\_\_ Lot \_\_\_\_\_

**CONDITIONAL USE PERMIT APPLICATION FORM**

Name of Applicant: \_\_\_\_\_

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

Daytime Telephone: \_\_\_\_\_

The proposed land use is:

expansion of an existing, non-conforming use: \_\_\_\_\_

expansion of an existing, non-conforming structure: \_\_\_\_\_

earthmoving of 25+ cubic yards within 250 feet of lakes  
(1000 feet of Narrows Ponds)

earthmoving of 100+ cubic yards in the Limited Residential Zone

Amount of earthmoving for proposed project \_\_\_\_\_ cubic yards

sand and gravel extraction or other mining activity

agriculture or livestock keeping

residential  multi-family: \_\_\_\_\_ units

commercial use: \_\_\_\_\_

gross floor area: \_\_\_\_\_

# of employees: \_\_\_\_\_

parking spaces/area: \_\_\_\_\_

restaurant or other on-premises food and beverage service

public buildings

waste processing or disposal facilities

junkyard or automobile graveyard

other: \_\_\_\_\_

adjustment of a zoning district boundary (0 – 50 feet)

Describe in detail the proposed project/use:

ATTACHMENTS – Please provide the following information:

- Review comments from the Police Chief (if applicable)
- Review comments from the Fire Chief (if applicable)
- Review comments from the Ambulance Service (if applicable)
- Erosion and sediment control plan
- Phosphorus, stormwater management, or drainage plan
- Availability of public sewer and water
- Soils test for subsurface wastewater disposal (HHE-200 Form)
- Traffic circulation plan
- Parking plan
- Review comments from the Cobbossee Watershed District (if applicable)
- Review comments from the Winthrop Utilities District (if applicable)
- Flood hazard zone certification
- Wildlife habitat assessment
- Landscaping plan
- Review comments from Conservation Commission (if applicable)
- If the proposed project involves the expansion of a non-conforming structure in the Shoreland Zones, applicants/agents must submit all information pertaining to gross floor areas and volumes with their application
- Detailed site plan – if available, please overlay your proposed plan over an actual survey of the property

**APPLICATION WILL BE DEEMED INCOMPLETE UNLESS ACCOMPIED BY A DETAILED SITE PLAN.**