

TOWN OF OLD ORCHARD BEACH

Current Planning Services:

CONDITIONAL USE APPLICATION ARTICLE VII

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See Page 7 for Application Fees

Date Received:
Application Fee PAID: \$

Application and Submittal Requirements

This application and all accompanying submissions shall conform to the applicable provisions of the Old Orchard Beach Zoning Ordinance.

Parcel No. M: _____ B: _____ L: _____ Zoning Dist.: _____

Project Name: _____

Project Address or Location:

Record Owner: _____

Email: _____

Mailing Address:

Phone: _____

Fax: _____

* Applicant/Agent: _____

Email: _____

Mailing Address:

Phone: _____

Fax: _____

* If Applicant IS NOT the record owner, attach evidence of the applicant's interest in the property.

Existing Use of Property:

No application shall be accepted by OOB Town Staff without all information in the above section and without all items marked in the following pages.

OOB Planning Department

One Portland Avenue, Old Orchard Beach, ME 04064 Phone: 207-934-5714
Application Revised (August 2016)

Fax: 207-934-5911

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Application and Submittal Requirements

1. DESCRIBE PROPOSED PROJECT.

2. ATTACH A COPY OF THE PROPERTY DEED.

3. SIZE OF PROPERTY: _____ SF or _____ acres

4. IDENTIFY ANY AND ALL EASEMENTS ON THE PROPERTY. ATTACH COPIES OF EASEMENT DEEDS.

5. WILL THE EXISTING STRUCTURE EXTERIOR BE ALTERED TO ACCOMMODATE THE PROPOSED CONDITIONAL USE? YES _____ NO _____, If yes, please describe and attach elevations and site improvement plans showing the exterior alterations.

6. HOW MANY EMPLOYEES WILL BE EMPLOYED AT THIS LOCATION? _____

7. ARE WHOLESALE OR RETAIL **SALES** ASSOCIATED WITH THE CONDITONAL USE? YES _____ NO _____ If yes, please describe the type of sales, number of truck deliveries, size of trucks handling shipments to and from your business and number of customers and sales representatives that are likely to visit the business.

Attach additional sheets for narrative if necessary.

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8. WILL THE PROPOSED NEW USE OR THE EXPANDED USE GENERATE:

Odors _____, Noise _____, Glare _____, Pollutants _____?

Explain:

(Attach a separate sheet if necessary)

9. OPERATION:

Days of Operation: _____

Hours of Operation: _____

10. PROVIDE PARKING DATA AS FOLLOWS:

a. Total number of parking spaces required per OOB Ordinance: _____.

b. Total number of existing parking spaces: _____.

c. Existing impervious paved area: _____ SF.

d. Proposed impervious paved area: _____ SF.

e. Number of proposed parking spaces: _____.

f. Size of parking spaces: _____ x _____.

g. Width of travel lanes: _____ feet.

h. Width of entry/exits: _____ feet.

i. Type of impervious surface: _____.

Attach construction details for parking area or additional construction notes to plan.

Include existing and proposed final grades and drainage plan.

11. PROVIDE DELIVERY DATA AS FOLLOWS:

a. Frequency of truck deliveries and shipments: _____ per day.

b. Size of trucks used for delivery and shipment: _____ tons.

c. Designate (show) truck loading and unloading areas on the plan.

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12. SCREENING AND BUFFERING:

Will the proposed business be screened from neighboring properties?

Yes ____ No ____ . If yes, please show the location, type, size, and dimensions of proposed landscape materials or fencing materials to be used on the scaled drawing of the property.

13. PROPOSED UTILITIES

Sewer:

- Public Sewer Estimated _____ gal/day
 Existing Septic System
 New Septic System (Attach copy of site/soils evaluation.)

Water:

- Private
 On-Site Well
 Public (Name of Provider): _____

Electrical/Telephone/Public Cable:

- Underground Overhead: Phase ____1; ____2; ____3

Other Utilities:

- Natural Gas Propane

Trash Pick-Up:

- Private How often per week? _____
 Public How often per week? _____
 Other How often per week? _____

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14. TRIP GENERATION:

- a. Estimated number of vehicle trips entering and leaving the site on a daily basis: _____
- b. Estimated number of vehicles entering and leaving the site during the busiest A.M. hours: _____ (Busiest A.M. hours fall between _____ P.M. and _____ A.M.)
- c. Estimated number of vehicles entering and leaving the site during the busiest P.M. hours: _____ (Busiest P.M. hours fall between _____ P.M. and _____ P.M.)

15. LIST ANY LOCAL, STATE OR FEDERAL APPROVALS REQUIRED:

ZBA (variance) EXPLAIN: _____

DEP:

- Sand Dune Permit
- Coastal Wetlands
- Chapter 500 Stormwater Permit
- MCGP
- State, Local or Federal Licenses: _____
- Design Review
- Other
- NRPA Permit
- Site Location of Development
- Post-Construction Ord. Review (Ch. 71)
- Army Corp of Engineers
- Historic District Review

16. IS ANY PART OF THE PROPERTY WITHIN A FLOOD HAZARD AREA OR SUBJECT TO PERIODIC FLOODING?

If Yes _____ (Delineate on Plan) No _____

17. IS ANY PART OF THE PROPERTY WITHIN THE SHORELAND ZONE?

If Yes _____ (Delineate on Plan) No _____

18. IS PROPERTY A HISTORIC OR IMPORTANT NATURAL SITE, OR ADJACENT TO SUCH A SITE?

Yes _____ No _____

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19. SIGNAGE:

Existing Signage: Total SF of all signs _____ SF; Number of Signs _____

- Sidewalk Level Sandwich Board Signs Third Story (Plus)
 Second Story Free-Standing Signs

ATTACH SCHEMATIC DRAWING(S) FOR ALL PROPOSED SIGNAGE SHOWING DIMENSIONS AND DETAILS ON HOW THE SIGN(S) WILL BE INSTALLED.

Proposed Signage: Total SF of all signs _____ SF; Number of Signs _____

Is there any Bonus Sign Area being proposed? Yes _____ No _____

- Sidewalk Level Sandwich Board Signs Third Story (Plus)
 Second Story Free-Standing Signs

Materials: _____

Lighting: _____

Colors: _____

20. SCHEDULE OF IMPROVEMENTS:

Estimated Costs \$ _____

Estimated Start Date _____

17. LIST ANY WAIVERS SOUGHT FROM THE SUBMISSION REQUIREMENT AND JUSTIFY EACH WAIVER REQUESTED.

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Submit 13 copies of Applications, Checklists, Plans etc. to the OOB Planning Department.

VERIFY SUBMITTAL DEADLINES WITH THE PLANNING DEPARTMENT.

21. PRIOR TO THE SIGNING OF FINAL PLANS BY THE PLANNING BOARD, THE APPLICANT SHALL MEET ALL CONDITIONS OF APPROVAL, SECURE PERFORMANCE ASSURANCES AND ESCROW AGREEMENTS AND PAY ALL OUTSTANDING PEER REVIEW FEES.

ALL CONDITIONS OF APPROVAL SHALL BE INCLUDED WITHIN AN APPROVAL BLOCK ON THE RECORD REPRODUCIBLE PLAN.

22. ATTACH A CHECK PAYABLE TO THE TOWN OF OLD ORCHARD BEACH FOR APPLICATION FEES:

<input type="checkbox"/> Standard Application	\$250 + Peer Review Costs
<input type="checkbox"/> Home Occupations*	\$100 + Peer Review Costs
<input type="checkbox"/> Child Care Facilities*	\$250 + Peer Review Costs
<input type="checkbox"/> Wireless Telecommunications*	\$500 + Peer Review Costs
<input type="checkbox"/> Admin. Wireless Telecommunications	\$500 + Peer Review Costs
<input type="checkbox"/> Adult Business*	\$500 + Peer Review Costs
<input type="checkbox"/> Appeal from Restrictions (Section 78-180)	\$300 + Peer Review Costs
<input type="checkbox"/> Campgrounds (base + \$20/campsite)	\$400 + Peer Review Costs

The undersigned hereby makes application to the Town of Old Orchard Beach for approval of the attached plans and declares the foregoing document to be true and accurate to the best of his/her knowledge.

* See specific information for these uses in Article VII of the Zoning Ordinance. Some Home Occupations may qualify for Administrative Review per Article IV, Section 78-213 of the Ordinance. Please check with Planning staff to determine if you qualify for Administrative Review.

Owner, Applicant, or Agent

Date

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Before authorizing any CONDITIONAL USE, the Planning Board shall make written Findings certifying the proposed use is in compliance with the specific requirements governing individuals conditional and demonstrating that the proposed use meets the following standards. THE PROPOSED USE WILL...

- 1. not result in significant hazards to pedestrians or vehicular traffic, on-site or off-site.
- 2. not create or increase any fire hazard.
- 3. provide adequate off-street parking and loading areas.
- 4. not cause water pollution, sedimentation, erosion or contamination of any water supply.
- 5. not create unhealthful conditions because of smoke, dust or other airborne contaminants.
- 6. not create nuisances to neighboring properties because of odors, fumes, glare, hours of operation, noise, vibration or fire hazard, or unreasonably restrict access of light and air to neighboring properties.
- 7. will provide adequate waste disposal systems for all solid and liquid wastes generated by the use.
- 8. will not adversely affect the value of adjacent properties.
- 9. be compatible with existing uses in the neighborhood, with respect to the generation of noise and hours of operation.
- 10. the Applicant's proposal must include any screening or buffering necessary to visually obstruct the subject property from abutting uses or to assure the continued enjoyment of abutting uses.
- 11. the Applicant's proposal must adequately provide for drainage through and for preservation of existing topography within its location, particularly in minimizing any cut, fill or paving intended.
- 12. the Applicant must be found to have adequate financial and technical capacity to satisfy the foregoing criteria and to develop and thereafter maintain the proposed project or use in accordance with all applicable requirements.

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