

# **TOWN OF GOULDSBORO**

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**P.O. Box 68, Prospect Harbor, Maine. 04669**  
**Telephone: (207) 963-5589 Fax: (207) 963-2986**  
[www.gouldsborotown.com](http://www.gouldsborotown.com)

**Town Manager, Treasurer, Town Clerk, Tax Collector**  
Sherril L. Cox  
town.manager@gouldsborotown.com

**Board of Selectmen**

Dana Rice, Chair  
William Thayer  
Ernest West  
Glenn Grant  
Cheryl Robinson

**CODE ENFORCEMENT OFFICER – JIM MCLEAN**  
**E-MAIL: jimclean@gouldsborotown.com**

## **ATTENTION NEW CONSTRUCTION**

**WHENEVER ANY RESIDENCE OR OTHER  
STRUCTURE IS CONSTRUCTED, IT SHALL BE THE  
DUTY OF THE NEW OWNER TO PROCURE AN  
ASSIGNED NUMBER FROM THE E-911  
COORDINATOR.**

**YOU MUST SUBMIT A LETTER TO THE TOWN WITH THE  
FOLLOWING INFORMATION:**

- NAME OR NAMES OF OWNERS**
- NAME OF ROAD YOU LIVE ON**
- NAMES AND NUMBERS OF YOUR ABUTTING  
NEIGHBORS**
- OWNERS CONTACT INFORMATION**

**ALL EXTERIOR CONSTRUCTION REQUIRES A SITE PLAN.**

*\*Legend: As shown on official Shoreland Zoning map located at Town Office.*

*NA = not Shoreland zone*

*CFMA = Commercial fisheries/maritime activities*

*LR = Limited residential*

*RP125 = Resource Protection – 125'*

*RP250 = Resource Protection – 250'*

*SP = Stream protection*

**APPLICABLE ORDINANCES AVAILABLE @ [www.gouldsborotown.com](http://www.gouldsborotown.com)**

**TOWN OF GOULDSBORO**  
**APPLICATION FOR BUILDING/LAND USE PERMIT**

**PERMIT # \_\_\_\_\_**

Check one: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Both \_\_\_\_\_

Applicant Name \_\_\_\_\_ Telephone \_\_\_\_\_

Street Address \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Property Owner (if different from above) \_\_\_\_\_

Street Address \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**TYPE OF PERMIT**

**BUILDING**

- New Construction
- Addition
- Alteration\*\*
- Conversion
- Demolition\*\*
- Relocation\*\*
- Repair\*\*
- Other

**LAND USE**

- Clearing
- Timber Harvest
- Excavation
- Back Fill
- Other

**\*\*Denotes DEP notification and/or inspection required for asbestos or asbestos containing equipment.**

**DESCRIPTION OF PROPERTY**

Shoreland  Yes  No Floodplain  Yes  No

Map \_\_\_\_\_ Lot \_\_\_\_\_ \*Zone Designation  N/A  CFMA  LR  RP125  RP250  SP

Present Use \_\_\_\_\_

Name of Subdivision \_\_\_\_\_

**DESCRIPTION OF ACTIVITY** (briefly describe the activity to be covered by this permit)

Exterior Dimensions \_\_\_\_\_ Number of Floors \_\_\_\_\_ Total Square Feet \_\_\_\_\_

Serial Number (mobile or modular) \_\_\_\_\_

**FEE SCHEDULE:** Please make checks payable to **Town of Gouldsboro**

**NON-REFUNDABLE** Application fee of \$25.00 (**PLUS FEES AS DESCRIBED BELOW**)

Renewal/Replacement of permit \$15.00 only (application fee does not apply).

Subtotal \$\_\_\_\_\_

**STRUCTURES (NEW, ADDITIONS, MOVE-ONS)**

Structures in shore land zone: \$50.00 surcharge (in addition to the \$25) \*DEP notice may be required\*

\$.10 per square foot finished space, \$.05 per square foot unfinished space

Subtotal \$\_\_\_\_\_

**Non-Structural:**

Demolition: \$25.00

Driveways, seawalls, docks, camp roads and miscellaneous non-structure improvements

Excluding fences- \$50.00; DOT, DEP, DMR & IFW notice may be required.  
[ ] \$10.00 Driveway Fee with structure permit.

Subtotal \$\_\_\_\_\_

**PROJECTS STARTED BEFORE PERMIT IS ISSUED WILL INCUR DOUBLED FEES**

**INCLUDE THE FOLLOWING:** (as applicable, originals not required)

- Proof of ownership
- Plot Plan (to scale) showing dimensions and structural locations
- Names of abutting property owners
- Names and location of abutting rights of way
- List abutting waterways
- Show distances of proposed structures to nearest lot line
- Show location and type of sewage disposal system
- Show location and type of water supply system
- Areas of land to be cleared
- Areas of all earth moving activities

**ATTACH THE FOLLOWING:**

- Copy of plumbing permit (if required)
- Copy of excavators state certification if digging in shore land.
- Copy of subsurface waste water permit
- Copy of federal, state or local permits and variances regarding the use of this property
- Complete description of proposed work
- Copy of building plans and specifications
- Any other information which will assist in the approval of this application

PROPOSED START DATE:\_\_\_\_\_ PROPOSED COMPLETION DATE:\_\_\_\_\_

ESTIMATED COST OF PROJECT:\_\_\_\_\_

Said permit to be issued on the basis of the information contained within this application. The applicant hereby certifies that all the information and attachments to this application are accurate. All proposed uses shall be in conformance with this application and the ordinances of the Town of Gouldsboro. The applicant and contractor are knowledgeable of all applicable ordinances. Incomplete applications will be rejected.

To the best of my knowledge, all information on this application and its attachments is true and correct. All proposed uses and structures will be in conformance with all applicable ordinances of the Town of Gouldsboro, the laws and codes of the State of Maine and all applicable federal laws. I further grant permission to the Town CEO or designee to enter said property, at any agreed upon date and time for the purpose of permit associated inspection as called for in applicable ordinances.

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

\_\_\_\_\_  
Date

Total Fee: \$\_\_\_\_\_

Date Paid\_\_\_\_\_

**APPLICATION MUST BE COMPLETED AND FORWARDED WITH ALL REQUIRED ATTACHMENTS BEFORE IT WILL BE PROCESSED.**

**NOTE: THIS FORM IS NOT A PERMIT. WORK IS NOT TO BEGIN UNTIL ALL FEES ARE PAID AND THE RED AND YELLOW PERMIT CARD HAS BEEN POSTED.**

**IF NOT 30% COMPLETE WITHIN ONE (1) YEAR RENEWAL REQUIRED**