



Community Development Planning Division

Thomas M. Poirier, *Director of Community Development*

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GORHAM MUNICIPAL CENTER, 75 South Street, Gorham, ME 04038

Tel: 207-222-1620

SUBDIVISION APPLICATION									
<input type="checkbox"/> PRELIMINARY SUBDIVISION			<input type="checkbox"/> FINAL SUBDIVISION			<input type="checkbox"/> SUBDIVISION AMENDMENT			
IF THIS PROJECT HAS SUBMITTED FOR PRE-APPLICATION REVIEW AND PAID THE \$300.00 FEE PLEASE CHECK THE BOX RELATED TO "CREDIT". THE FUNDS PAID ARE CREDITED TOWARD A SUBSEQUENT APPLICATION.									CREDIT <input type="checkbox"/>
FEES FOR PLAN REVIEW	PRELIMINARY								
	<input type="checkbox"/> \$1,500.00 FOR THE FIRST 3 LOTS OR DWELLING UNITS <input type="checkbox"/> + \$150.00 FOR EACH OF THE NEXT 4 TO 30 LOTS OR DWELLING UNITS: ____ LOTS/DU @ \$150.00 <input type="checkbox"/> + \$100.00 FOR EACH OF THE NEXT 31 OR MORE LOTS OR DWELLING UNITS: ____ LOTS/DU @ \$100.00								\$ _____
	FINAL <i>(additional fees will be due if there has been an increase in the number of lots since the application for preliminary review was submitted and fees paid accordingly.)</i>								
	<input type="checkbox"/> + \$150.00 FOR EACH OF THE NEXT 4 TO 30 LOTS OR DWELLING UNITS: ____ LOTS/DU @ \$150.00 <input type="checkbox"/> + \$100.00 FOR EACH OF THE NEXT 31 OR MORE LOTS OR DWELLING UNITS: ____ LOTS/DU @ \$100.00								\$ _____
	AMENDMENT								
	<input type="checkbox"/> \$650.00 PER LOT OR REVISION								\$ _____
	ADDITIONAL FEES								
<input type="checkbox"/> PEER REVIEW AND LEGAL SERVICE ESCROW: \$3,500.00 (\$500.00 PLUS \$3,000.00 ENGINEER'S ESTIMATE - MAY NEED TO BE INCREASED DEPENDING ON PROJECT)								\$ _____	
TOTAL APPLICATION FEES:						\$ _____			
SUBDIVISION APPLICATION									
PROPERTY DESCRIPTION	Parcel ID	Map		Lot(s)		Zoning District		Total Land Area	
	Physical Address/ Location								
PROPERTY OWNER'S INFORMATION	Name					Mailing Address			
	Phone								
	Email								
APPLICANT'S INFORMATION (If different from Owner)	Name					Mailing Address			
	Phone								
	Email								

REVISED 1/3/2022

APPLICANT'S AGENT INFORMATION	Name		Name of Business		
	Phone		Mailing Address		
	Email				
PROPERTY DESCRIPTION	Existing Use:				
	Subdivision Name				
	Will There be a Homeowner's Association?			<input type="checkbox"/> YES	<input type="checkbox"/> NO
	Dwelling Units	Single Family	Duplex	Multi-Family	Commercial Units
	Number of Dwelling Units				
<p align="center">YOU MUST COMPLETE THE APPROPRIATE SUPPLEMENT(S) TO THIS APPLICATION IF A DEVELOPMENT TRANSFER OVERLAY AND/OR A CLUSTER DEVELOPMENT IS PROPOSED.</p>					

Proposed Use/ Amendment:	
Required documents that have been or are being submitted with final plan.	<input type="checkbox"/> Proposed Deed Restrictions <input type="checkbox"/> Easement <input type="checkbox"/> Trusteeships <input type="checkbox"/> Homeowners Association Documents <input type="checkbox"/> Conditions of Sale <input type="checkbox"/> Road Maintenance Association

CHECKLIST FOR SUBDIVISION REVIEW			
<p>The original signed copy of this form must be accompanied by the required application fee, required number of application forms, plans, and other necessary submissions. (1 copy of original application/etc., 1 electronic copy, 8 reduced size (11x17) plans, 7 full size (24x36) plans)</p>			
Check All That Apply		THE FOLLOWING QUESTIONS MAY APPLY (Answer Yes/No or comment Does Not Apply)	Explain or comment as needed for clarification
YES	NO		
<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed elevations are based on State Plane NAD83 , and benchmarks locations and elevations are clearly indicated on the plans.	
<input type="checkbox"/>	<input type="checkbox"/>	An Agent Authorization form has been completed and submitted.	
<input type="checkbox"/>	<input type="checkbox"/>	Copies of documents that show 'Right, Title and/or Interest' in the property, or if applicable, contract to purchase or option to lease the property are attached.	
<input type="checkbox"/>	<input type="checkbox"/>	The Owner holds an interest in abutting and/or contiguous property? If yes, please explain.	
<input type="checkbox"/>	<input type="checkbox"/>	Documents for conservation provisions such as open space easements, covenants, agreements, etc. are attached.	
<input type="checkbox"/>	<input type="checkbox"/>	All easements are shown and labeled on the property. Copies of all easement deeds are attached.	
<input type="checkbox"/>	<input type="checkbox"/>	Are waivers requests? If so, is the form attached.	

<input type="checkbox"/>	<input type="checkbox"/>	All phasing (streets, drainage, utilities, etc.) is clearly indicated on the plans.	
<input type="checkbox"/>	<input type="checkbox"/>	High Intensity Soils Survey with test logs and boring results is complete, and test pit locations are shown on the plans.	
IS THE FOLLOWING INFORMATION SHOWN ON THE PLANS? PROVIDE CALCULATIONS, IF APPLICABLE, ON A SEPERATE SHEET THAT SHOWS HOW THE FOLLOWING IS CALCULATED.			
<input type="checkbox"/>	<input type="checkbox"/>	Total building area(s) (sq ft):	
<input type="checkbox"/>	<input type="checkbox"/>	Lot Coverage Ratio:	
<input type="checkbox"/>	<input type="checkbox"/>	Net density calculations:	
<input type="checkbox"/>	<input type="checkbox"/>	Lot frontages (ft):	
<input type="checkbox"/>	<input type="checkbox"/>	Yard setbacks:	
<input type="checkbox"/>	<input type="checkbox"/>	Buffer Strips:	
<input type="checkbox"/>	<input type="checkbox"/>	Distances between structures (ft):	
<input type="checkbox"/>	<input type="checkbox"/>	Open space or public use areas (sq ft/acres):	
<input type="checkbox"/>	<input type="checkbox"/>	Area(s) reserved for active recreational purposes (sq ft/acres):	
YES	NO	ARE LOCATIONS AND DIMENSIONS OF THE FOLLOWING SHOWN ON THE PLANS?	
<input type="checkbox"/>	<input type="checkbox"/>	Driveway entrance points	
<input type="checkbox"/>	<input type="checkbox"/>	Streets/Drives	
<input type="checkbox"/>	<input type="checkbox"/>	Parking areas	
<input type="checkbox"/>	<input type="checkbox"/>	Easements and right-of-ways	
<input type="checkbox"/>	<input type="checkbox"/>	Building height and shape	
<input type="checkbox"/>	<input type="checkbox"/>	Site distances	
YES	NO	ARE WIDTHS AND CROSS SECTIONS, PER CHAPTER 2, SECTION 2-5, SHOWN ON THE PLANS?	
<input type="checkbox"/>	<input type="checkbox"/>	Street, drives, curbs and sidewalks	
<input type="checkbox"/>	<input type="checkbox"/>	Is there proper continuation of streets from adjacent lands?	
YES	NO	STORMWATER MANAGEMENT	
<input type="checkbox"/>	<input type="checkbox"/>	Are significant water bodies, wetlands, woodlands, cleared areas; trees with diameter greater than 5"; gullies, ravines and ledge outcroppings shown on the plans?	
<input type="checkbox"/>	<input type="checkbox"/>	Are floodplain boundaries and Base flood elevations (BFE) indicated?	
<input type="checkbox"/>	<input type="checkbox"/>	Are Shoreland zoning overlay districts indicated?	
<input type="checkbox"/>	<input type="checkbox"/>	Is there an erosion control plan?	
<input type="checkbox"/>	<input type="checkbox"/>	Are areas of storage designated for snow storage?	
<input type="checkbox"/>	<input type="checkbox"/>	If phasing is proposed, is it reflected in the design and construction of the drainage plan?	
<input type="checkbox"/>	<input type="checkbox"/>	Does this comply with Chapter 500?	

YES	NO	EARTHWORK AND STOCKPILING	
<input type="checkbox"/>	<input type="checkbox"/>	The work associated with this project is not subject to the gravel pit provisions of Chapter 2, Sections 2-1 C of the Code.	
<input type="checkbox"/>	<input type="checkbox"/>	The volume of earth moving, removal, grading or filling activities for the proposed project is ten thousand (10,000) cubic yards of material or more.	
<input type="checkbox"/>	<input type="checkbox"/>	There will be a temporary stockpile suitable for fill material for future use in construction of the project.	
THE PLANNING BOARD MAY APPROVE TEMPORARY STOCKPILES FOR A PERIOD OF 12 MONTHS FOR CONSTRUCTION OF THE PROPOSED PROJECT. THE PLANNING BOARD WILL NOT APPROVAL TEMPORARY STOCKPILES FOR THE PURPOSE OF RESALE.			
YES	NO	UTILITIES	
<input type="checkbox"/>	<input type="checkbox"/>	Public Sewer: Attach a letter from the Portland Water District (PWD) that verifies that public sewer can be connected to, and that the existing system has available capacity. What is the estimated gallons per day?	
<input type="checkbox"/>	<input type="checkbox"/>	Sewer mains, related infrastructure and stationing for manholes, cleanouts and individual service connections are shown in plan and profile.	
<input type="checkbox"/>	<input type="checkbox"/>	Septic System: Subsurface waste disposal. Attach a copy of the HHE 200 Report.	
<input type="checkbox"/>	<input type="checkbox"/>	Public Water: Attach a letter from the PORTland Water District (PWD) that verifies the site can be served for the foreseeable future and that the proposed water plan meets or exceeds design requirements of the PWD.	
<input type="checkbox"/>	<input type="checkbox"/>	Potable water will be provided by an on-site well.	
<input type="checkbox"/>	<input type="checkbox"/>	Will the site be served with Natural Gas? If so, who is the supplier?	
<input type="checkbox"/>	<input type="checkbox"/>	Are mailboxes to be clustered?	
		Power will be: <input type="checkbox"/> underground <input type="checkbox"/> overhead <input type="checkbox"/> Single Phase <input type="checkbox"/> 2 Phase <input type="checkbox"/> 3 Phase	
		Who is the private hauler for Trash Pick-up?	
		Who will be contracted for the disposal of construction and site debris?	
YES	NO	SIGNAGE	
<input type="checkbox"/>	<input type="checkbox"/>	Is there proposed new signage? Attach schematic drawings for EACH proposed sign, indicate the sign area in square feet, and show location on the site plan.	
YES	NO	HISTORIC PRESERVATION	
<input type="checkbox"/>	<input type="checkbox"/>	Is the property an important historic or natural site, or adjacent to such a site? If yes, explain:	
<input type="checkbox"/>	<input type="checkbox"/>	Is this within a Historic District?	
<input type="checkbox"/>	<input type="checkbox"/>	Have you received a certificate of appropriateness from the Historic Preservation Commission? If so, please include in the submission.	
YES	NO	OTHER	

<input type="checkbox"/>	<input type="checkbox"/>	Erosion Control (<i>see Chapters 2 and 4</i>)	
<input type="checkbox"/>	<input type="checkbox"/>	Lighting (<i>see Chapters 2 and 4</i>)	
<input type="checkbox"/>	<input type="checkbox"/>	Landscaping (<i>see Chapters 2 and 4</i>)	
<input type="checkbox"/>	<input type="checkbox"/>	Noise	
<input type="checkbox"/>	<input type="checkbox"/>	Technical and Financial Capacity	
YES	NO	POST CONSTRUCTION STORMWATER MAINTENANCE	
<input type="checkbox"/>	<input type="checkbox"/>	Will the construction activity disturb one acre or more?	
<input type="checkbox"/>	<input type="checkbox"/>	Is the parcel located within the Town of Gorham MS4 area?	
YES	NO	STATE AND LOCAL PERMITS	
<input type="checkbox"/>	<input type="checkbox"/>	Is a Maine Department of Environmental Protection (MDEP) Permit required? If so, list the permit.	
<input type="checkbox"/>	<input type="checkbox"/>	Is an Army Corps of Engineers approval/permit required? If so, list the permit.	
<input type="checkbox"/>	<input type="checkbox"/>	Are there any State or Federal approval required? If so, list the approval.	
<input type="checkbox"/>	<input type="checkbox"/>	A Maine Construction General Permit (MCGP) is required where the area of disturbance is greater than one acre. Is an MCGP permit required?	
<input type="checkbox"/>	<input type="checkbox"/>	Is a variance from the Zoning Board of Appeals required? If yes, please describe:	
TRAFFIC: THE PLANNING BOARD MAY REQUEST A TRAFFIC STUDY			
<input type="checkbox"/>	<input type="checkbox"/>	Estimate the number of vehicle trips entering and exiting the site on a daily basis.	
<input type="checkbox"/>	<input type="checkbox"/>	Estimate the number of vehicles entering and exiting the site during the busiest a.m. hour.	
<input type="checkbox"/>	<input type="checkbox"/>	Estimate the number of vehicles entering and exiting the site during the busiest p.m. hour.	
TYPE OF SUBDIVISION STANDARDS UTILIZED: <input type="checkbox"/> STANDARD - SEE ZONING DIMENSIONAL REQUIREMENTS FOR ZONING DISTRICT <input type="checkbox"/> DEVELOPMENT TRANSFER OVERLAY - SEE CHAPTER 1 SECTION 1-18 AND ADDITIONAL FORM <input type="checkbox"/> CLUSTERED RESIDENTIAL DEVELOPMENT - SEE CHAPTER 2 SECTION 2-4 A AND ADDITIONAL FORM <input type="checkbox"/> PLANNED UNIT DEVELOPMENT - SEE CHAPTER 1A			
ADDITIONAL COMMENTS:			

The undersigned hereby makes application to the Town of Gorham for approval of the proposed project and declares the foregoing to be true and accurate to the best of his/her knowledge.

SIGNATURE: APPLICANT OR APPLICANT'S AGENT

DATE

PRINT NAME

APPLICANT'S CHECKLIST FOR PLAN REQUIREMENTS

The following checklists includes items generally required for development by the GORHAM LAND USE ORDINANCES and, due to project specifics, are required to provide a complete and accurate set of plans, reports and supporting documentation. Please review Ordinances for complete requirements.

- A) Paper size:
 - ☐ No less than 11" X 17" (reduced) or greater than 24" X 36" (full)
- B) Scale size:
 - ☐ Under 10 acres: no greater than 1" = 30'
 - ☐ 10 + acres: 1" = 50'
- C) Title block:
 - ☐ Applicant's name and address
 - ☐ Name of preparer of professional consultants with license numbers and professional seals
 - ☐ Parcel's tax map identification (map – lot)
 - ☐ Date of plan preparation
- D) Boundary survey performed and sealed by licensed surveyor: Identify all existing boundary markers
 - ☐ Benchmark based on State Plane NAD83
 - ☐ Identify all existing boundary markers
 - ☐ Show all proposed boundary monuments (per ordinance)
 - ☐ Show all metes and bounds, rights of way and easements
 - ☐ Show names of adjacent lot owners and parcel tax map numbers
- E) Provide orientation:
 - ☐ Arrow showing true north and magnetic declination
 - ☐ Graphic scale
 - ☐ Parcel Owners and map and lot
 - ☐ Signature block for planning board
- F) Show location and description of:
 - ☐ Elevations of dwelling units. If applicable
 - ☐ All structures within 50 feet of the project parcel
 - ☐ All driveway entrances or accesses within 100 feet
- G) Show parcel data:
 - ☐ Zoning District(s)
 - ☐ Lots
 - ☐ Lot Widths
 - ☐ Lot Depths
 - ☐ Street frontage
 - ☐ Building setback lines
 - ☐ Lot Areas
 - ☐ Rights-of-way
 - ☐ ROW area
 - ☐ Exist. & new street names
 - ☐ Wetlands
 - ☐ Wetland setback
 - ☐ Common tracts
 - ☐ Easements
 - ☐ undisturbed areas
 - ☐ Shoreland Zoning setbacks
 - ☐ Note on the subdivision plan regarding areas to be taped off and

SUBMITTALS THAT THE TOWN PLANNER DEEMS SUFFICIENTLY LACKING IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A CLEAR UNDERSTANDING OF THE PROJECT.

- K) Indicate required landscaping including:
 - ☐ Type of plant material
 - ☐ Plant/Tree sizes
 - ☐ Placement
 - ☐ Irrigation systems
- L) Legal Documents:
 - ☐ Easements
 - ☐ Deed of Covenant
 - ☐ PWD Agreement to serve
 - ☐ Homeowners' Association
 - ☐ Road Maintenance Docs
 - ☐ Deed docket & page numbers
- M) Provide a vicinity map at a scale not more than **400 feet to the inch** showing the relation to other properties and geographic features and show:
 - ☐ All the area within five hundred (500) feet of the boundary line of the proposed development;
 - ☐ Any smaller area between the tract and all existing streets, provided any part of such a street used as part of the perimeter for the locus map is at least five hundred (500) feet from any boundary of the proposed development.
- N) Show the locations of any
 - ☐ Parks
 - ☐ Preserved Open space
 - ☐ Conservation easements
 - ☐ Note on the subdivision plan regarding areas to be dedicated for public use and conditions of such dedication.
- O) Include plans, profiles and typical sections of all roads and other paved ways, including all relevant street data.
 - ☐ Intersections or
 - ☐ Distance to nearest intersection
 - ☐ Driveways onsite
 - ☐ Distance to nearest driveway
 - ☐ Sight visibility lines
- P) Show all existing and proposed lighting
 - ☐ Map of all street lighting, attached lighting, and area lighting
 - ☐ Location of lighted signs
 - ☐ Photo-metrics map
- Q)
 - ☐ Indicate the location of any permanently installed machinery likely to cause appreciable noise at the lot lines.
- R) Provide description of these materials stored on the property:
 - ☐ Hazardous
 - ☐ Toxic
 - ☐ Raw Waste
- S)
 - ☐ Show existing contours and finished grade elevations onsite

<p>protected until project construction is completed.</p> <p>H) <input type="checkbox"/> Label all zoning districts abutting the property boundaries.</p> <p>I) <input type="checkbox"/> Show locations of natural physical features such as water bodies, watercourses, forest cover, and ledge outcroppings.</p> <p>J) Show the location of existing and proposed Utilities and identify which utilities are to be privately owned/ municipally owned:</p> <p><input type="checkbox"/> Overhead Electric</p> <p><input type="checkbox"/> underground electric</p> <p><input type="checkbox"/> Water mains</p> <p><input type="checkbox"/> Wells</p> <p><input type="checkbox"/> Gas mains</p> <p><input type="checkbox"/> Cable TV</p> <p><input type="checkbox"/> Sewer mains</p> <p><input type="checkbox"/> Test pits</p> <p><input type="checkbox"/> Septic tanks</p> <p><input type="checkbox"/> Leach field</p> <p><input type="checkbox"/> Storm drain lines</p> <p><input type="checkbox"/> Catch basins</p> <p><input type="checkbox"/> Culverts</p> <p><input type="checkbox"/> Gutters</p> <p><input type="checkbox"/> Stormwater storage basins</p> <p><input type="checkbox"/> level spreaders</p> <p><input type="checkbox"/> Rain gardens</p> <p><input type="checkbox"/> Nearest fire hydrant</p>	<p>and sufficiently offsite to demonstrate how the project is situated in the surrounding environment.</p> <p>T) Indicate the location and dimensions of:</p> <p><input type="checkbox"/> Sidewalks</p> <p><input type="checkbox"/> Curbs</p> <p><input type="checkbox"/> Driveways</p> <p><input type="checkbox"/> Fences</p> <p><input type="checkbox"/> Retaining walls</p> <p><input type="checkbox"/> Other artificial features</p> <p>U) Copies of State and Local permit applications:</p> <p><input type="checkbox"/> Identify named streams, rivers, ponds on-or-within 250' of site</p> <p><input type="checkbox"/> Notice of Intent</p> <p><input type="checkbox"/> NRPA</p> <p><input type="checkbox"/> Permit by Rule</p> <p><input type="checkbox"/> All other applicable permits</p> <p>V) <input type="checkbox"/> Copy of FIRM Map showing the proposed subdivision boundary to scale.</p> <p>W) Other:</p> <p><input type="checkbox"/> Clearly show how the approved plan will be amended.</p> <p><input type="checkbox"/> Signature blocks for amended approval.</p> <p>NOTE TO APPLICANT: PRIOR TO THE SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF THE PROPOSED DEVELOPMENT.</p>
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AGENT AUTHORIZATION

PROPERTY DESCRIPTION	PHYSICAL ADDRESS/ LOCATION		MAP(S)	
			LOT(S)	
APPLICANT(S) INFORMATION	NAME(S)			MAILING ADDRESS
	PHONE			
	EMAIL			
OWNER(S) INFORMATION	NAME(S)			MAILING ADDRESS
	PHONE			
	EMAIL			
APPLICANT'S AGENT INFORMATION	NAME		BUSINESS NAME	
	PHONE		MAILING ADDRESS	
	EMAIL			

Said agent(s) may represent me/us before Gorham Town officers and the Gorham Planning Board to expedite and complete the approval of the proposed development for this parcel.

APPLICANT SIGNATURE

DATE

PLEASE TYPE OR PRINT NAME HERE

CO-APPLICANT SIGNATURE (if applicable)

DATE

PLEASE TYPE OR PRINT NAME HERE

APPLICANT'S AGENT SIGNATURE

DATE

PLEASE TYPE OR PRINT NAME HERE

SAMPLE LETTER OF CESSION

(COMPANY LETTERHEAD)

_____, 20__

Ephrem Paraschak, Town Manager
Town of Gorham
75 South Street, Suite 1
Gorham, ME 04038

RE: Offer of Cession for *(name of Street)*, *(name of subdivision)* Subdivision, Tax Map #__, Lot #__

Dear Mr. Paraschak:

On behalf of *(name of subdivision developer or the development corporation)*, we are pleased to offer this written offer of cession and deeds for *(name of Street)* and all associated utility easements and rights of way, *(if applicable add: including the so-called Potential Future Road Extensions show on the subdivision plan)* as shown on the *(name of subdivision)* Subdivision plans, prepared by *(name of plan consultant, i.e. the original professional engineer and/or plan surveyor)*. This offer is made without demand for compensation. This roadway has been constructed to service *(number of lots)* lots in the *(name of subdivision)* Subdivision as approved by the Gorham Planning Board.

A copy of the final subdivision plan showing roadways and associated easements is now enclosed. *(Name of developer or the development corporation)* has constructed this road to Town standards in accordance with the approved plans and under the supervision of the Town's inspectors.

If you require any additional information regarding our request, please contact me. Thank you for your cooperation in this matter.

Sincerely,

(Name of applicant/developer or the development corporation, OR its designated agent)

(signer's title)



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STREET AND DRIVEWAY NAME APPROVAL FORM

☐ STREET NAME APPROVAL

☐ DRIVEWAY NAME APPROVAL

APPLICANT INFORMATION	Name(s)		Mailing Address	
	Phone			
	Email			

THE PROPOSED IS:

- ☐ Planning Board Approved Private Way
☐ Subdivision Road constructed to public street specifications
☐ Driveway (not to be used for calculating frontage for buildable lot computations)
☐ Other _____

PROPOSED NAME: (MUST PROVIDE THREE NAME OPTIONS)

1. _____
 2. _____
 3. _____

STREET/DRIVEWAY ACCESSES OFF OF:		AT:	
		AT:	
MAP AND LOT NUMBER(S) OF ACCESS POINTS:			
LENGTH OF NEW STREET/DRIVEWAY:		NUMBER OF LOTS ACCESSED BY NEW STREET/DRIVEWAY:	

FOR DRIVEWAY NAME APPROVAL ONLY BELOW THIS LINE:

NAME AND SIGNATURE OF EACH PARCEL OWNER TO BE READDRESSSED ON PROPOSED DRIVEWAY:

NAME:	1.	ADDRESS:		SIGNATURE:	

APPLICANT MUST PROVIDE SURVEY OR REASONABLY ACCURATE REPRESENTATION OF THE DRIVEWAY DEPICTING THE DIMENSIONS AND LOCATION OF THE DRIVEWAY TO BE NAMED.



**Community Development
Planning Division**

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FOR OFFICE USE ONLY BELOW THIS LINE:

NAME APPROVED:		
NAME APPROVED BY:	SIGNATURE:	DATE:
<input type="checkbox"/> TOWN PLANNER		
<input type="checkbox"/> FIRE CHIEF		
<input type="checkbox"/> POLICE CHIEF		
<input type="checkbox"/> PUBLIC WORKS DIRECTOR		
<input type="checkbox"/> ADDRESSING OFFICER		

FOR PLANNING OFFICE USE ONLY BELOW THIS LINE:

DATE OF PLANNING BOARD APPROVAL:		
DATE OF TOWN COUNCIL ACCEPTANCE:		
CC:	<input type="checkbox"/> TAX ASSESSOR	<input type="checkbox"/> TOWN CLERK
	<input type="checkbox"/> PUBLIC WORKS DIRECTOR	<input type="checkbox"/> TOWN ENGINEER