



Change of Use PERMIT APPLICATION

Codes Enforcement Office
28 Federal Street
Brunswick ME 04011
(207) 725-6651 Fax (207) 725-6663

Town of Brunswick

DATE _____ FEE **\$25.00** APPLICANT NAME _____

PHONE _____ ADDRESS _____

SUBJECT PROPERTY: MAP _____ LOT _____

ADDRESS _____

PROPERTY OWNER NAME _____ PHONE _____

PROPERTY OWNER ADDRESS _____

MOST RECENT USE _____ GROSS FLOOR AREA _____

PROPOSED USE _____ GROSS FLOOR AREA _____

OLD DAYS/HRS OF OPERATION _____ NEW DAYS/HRS OF OPERATION _____

PLEASE SUBMIT PLOT PLAN OF PROPERTY IF ANY CHANGES ARE PROPOSED (ie: parking)

Applicant's Signature _____

PROCESSING INFORMATION

_____ REQUIRES CODES OFFICER APPROVAL ONLY

_____ CHANGE FROM SINGLE/TWO-FAMILY TO OTHER PERMITTED USE (R OR TR ZONE)

_____ CHANGE IN PARKING OR TRAFFIC CIRCULATION

_____ EXTENSION OF HOURS OF OPERATION

_____ INVOLVES LESS THAN 10,000 SF GROSS FLOOR AREA

_____ INVOLVES MORE THAN 10,000 SF GROSS FLOOR AREA

_____ REVIEW REQUIRED MAJOR _____ MINOR _____ NONE _____ REVIEW DATE _____

DATE _____

Codes Enforcement Officer Signature

DATE _____

Planning Director/Assistant Planner

702.3 REVIEW THRESHOLDS

- A.** Any change of Use from a single or two family home to any other permitted use in a residential or town residential zoning district shall require major development review. If no alterations are proposed for the site related to such change of use, the applicant may request that a significant portion of the plan requirements be waived. Such an application should be limited to relevant information pertaining to the new use, including but not limited to hours of operation, necessary mechanical devices, screening and parking.
- B.** Any change of use that involves the extension of hours of operation beyond those of the previous use during the period between 11:00 p.m. and 7:00 a.m. shall require minor development review (Amended 6/19/00R)
- C.** Any change of use affecting more than 10,000 square feet of gross floor area shall require development review by the Planning Board
- D.** A change of use of property which abuts a single or two-family dwelling in a residential or town residential zoning district shall require minor development review if an extension of operating hours between 7:00 p.m. and 7:00 a.m. is proposed. (Amended 6/19/00 R)

702.4 Development Review

Any change of use that does not exceed the thresholds established in Section 702.3, but results in a change in the configuration of parking or traffic circulation shall be reviewed by the Director of Planning & Development and the Town Engineer within seven (7) days of the filing of a completed application with the Codes Enforcement Officer.