

TOWN OF OLD ORCHARD BEACH

Current Planning Services:

**DESIGN REVIEW
CERTIFICATE**

Boarding Up

CHAPTER 38, Article VI

Page 1 of 6

Date Received:

Scheduled Meeting Date:

Application and Submittal Requirements

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

Parcel No.

M:

B:

L:

Zoning Dist.:

Business Name:

Business Address

Applicant - Name:

E-mail:

Mailing Address:

Phone:

Fax:

Owner - Name:

E-mail:

Mailing Address:

Phone:

Fax:

Owner and/or applicant shall complete all sections and sign where indicated.

Applications shall be submitted to the Planning Department a minimum of 14 days prior to the scheduled Design Review Committee Meeting. Confirm deadlines with Planning Department. A total of eight (8) copies of all application materials, including photos, are required at the time of submittal. The Design Review committee will review your application, plan submission and sample for conformance with Sec. 38-241 prior to authorizing a permit.

If the plan is approved, a permit will be issued. Permits are valid for one year from date of issuance. Date of issuance will be the date of approval.

No application shall be accepted without all information in all sections completed. Property owner's signature and authorization required.

OOB Planning Department

One Portland Avenue, Old Orchard Beach, ME. 04064 Phone: 207 934 5714 Fax: 207 934 5911