



CITY OF BANGOR  
PLANNING DIVISION

# APPLICATION FOR ZONING AND MAP AMENDMENT

Date: \_\_\_\_\_

Date of Required Pre-Application Meeting with Staff: \_\_\_\_\_  
(please call (207) 992-4280 to set up an appointment if you have not had a pre-application meeting with staff)

To: The Planning Board & The City Council of the City of Bangor, Maine

1. Applicant Name: \_\_\_\_\_

2. Applicant Address: \_\_\_\_\_  
Address City, State, Zip Code

Telephone Number Email Address  
3. PROPERTY ADDRESS and Map & Lot \_\_\_\_\_  
Address Map Lot

Total Area: \_\_\_\_\_

4. GENERAL PROPERTY LOCATION (Example: South side of State Street 400 yards. East of Pine Street):  
\_\_\_\_\_

5. LEGAL DESCRIPTION OF PROPERTY - Book \_\_\_\_\_ Page \_\_\_\_\_

6. EXISTING ZONING DISTRICT: \_\_\_\_\_

7. PROPOSED ZONING DISTRICT: \_\_\_\_\_

8. NAME AND ADDRESS OF OWNER OF RECORD: \_\_\_\_\_  
Name (if different than applicant)

Address  
Telephone Number Email Address

9. NAME AND ADDRESS OF CONTRACT OWNER \_\_\_\_\_  
Name

Address  
Telephone Number Email Address

10. SIGNATURE OF Applicant: \_\_\_\_\_

11. REPRESENTATIVE OF APPLICANT: \_\_\_\_\_  
Name

Address

12.  IS THIS A CONTRACT ZONING CHANGE? IF SO, ATTACH ANY CONDITIONS PROPOSED FOR A CONTRACT ZONE REQUEST.

13. ATTACH DOCUMENT SUPPORTING ZONING CHANGE AND RELATION TO CITY COMP PLAN.

**RETURN FORM & EXHIBIT TO PLANNING DIVISION, CITY HALL, BANGOR, ME.**

(PLEASE READ OTHER SIDE FOR FEES AND PROCESSING PROCEDURE)

**For Application fees, please see the City's fee schedule at [www.bangormaine.gov](http://www.bangormaine.gov)**

**Two Ads Required**

**Advertising costs above this amount to be paid for by applicant.**

## **LAND DEVELOPMENT CODE AMENDMENT (ZONE CHANGE) PROCEDURES**

### **A. *The Bangor Land Development Code Requires:***

1. Applications for zoning amendment must be filed in the Planning Division Office at City Hall (with necessary advertising and processing fees).
2. A Council Ordinance containing the proposed zoning amendment will be drawn up by the Planning Office and placed on the Council Agenda.
3. A public hearing must be scheduled to be held by the Planning Board on the proposed amendment (the City Council can take no action until after the Planning Board hearing and report).
4. A notice of the public hearing must be placed in a newspaper at least 14 days prior to the hearing. A notice must be mailed to owners of abutting property within 100 feet of the property subject to rezoning action.
5. Recommendations to the City Council must be approved by a majority of all members of the Board present and voting.
6. After receipt of the Planning Board recommendation the City Council must act on the zone change request. (However, a proposed amendment which has been not recommended by the Planning Board may only be enacted by a 2/3 vote of the City Council).

### **B. *Scheduling***

1. A zone change request must be received by the Planning Office at least three weeks prior to the time of the Planning Board meeting at which the hearing will be held (because of the time required for placement of legal advertisements in the newspaper and initiation of the request on the City Council Agenda).
2. The Planning Board routinely meets twice a month on the first and third Tuesday at 7:00 p.m. and the City Council meets twice a month on the second and fourth Monday at 7:30 p.m. (Except on holidays).

### **C. *Notification***

You will receive notice of the public hearing held by the Planning Board. After the Planning Board has voted on its recommendation to the City Council concerning your application, the City Council will consider your application. You will not receive formal notice of the City Council meeting. If you have any questions regarding the status of your application, you should contact the Planning Office, City Hall, 992-4280. (calendar on webiste)