



Permitting and Inspections Department  
Michael A. Russell, MS, Director

**FAST TRACK ELIGIBLE PROJECTS  
SCHEDULE C**

(Please note: The appropriate Submission Checklist and General Building Permit Application must be submitted with any Fast Track application.)

**Type of Work:**

- One/two family garage, addition, or dormer with plans stamped by a licensed architect or engineer
- Home occupation other than day care
- Commercial sign or awning
- Commercial exterior propane tank
- Retaining walls higher than 4 feet with stamped plans by a structural engineer
- Site work only (with approved site plan or does not trigger site plan review)

Zone: \_\_\_\_\_

Shoreland zone?	Yes	No
Stream protection zone?	Yes	No
Historic district?	Yes	No
Flood zone (if known)?	Yes	No



This information may be found on the city's online map portal at <http://click.portlandmaine.gov/gisportal/>

	Proposed Project	Ordinance Requirement
1. Setbacks to project:		
a. Front	_____	_____
b. Rear	_____	_____
c. Left side	_____	_____
d. Right side	_____	_____
e. Side street	_____	_____
f. Other structures (for pools only)	_____	_____
2. Lot coverage or impervious surface coverage (total after project):	_____	_____
3. Landscaped open space (R-6 zone only):	_____	_____
4. Height of structure:	_____	_____

**I certify that** (all of the following must be initialed for this application to be accepted):

- I am the owner or authorized owner's agent of the property listed below. Initials \_\_\_\_\_
- I assume responsibility for compliance with all applicable codes, bylaws, rules and regulations. \_\_\_\_\_
- I assume responsibility for scheduling inspections of the work as required, and agree that the inspector may require modifications to the work completed if it does not meet applicable codes. \_\_\_\_\_

Project Address: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

*This is a legal document and your electronic initials are considered a legal signature per Maine state law.*

**Note:** The following activities under this schedule may require Site Plan review by the Planning & Urban Development Department:

- Commercial footprint additions, including concrete or other impervious pads
- Residential or commercial retaining walls
- Site work located in the shoreland zone or site work, such as grading, filling or clearing which requires Site Plan Review.

**For more information, please contact [planning@portlandmaine.gov](mailto:planning@portlandmaine.gov) or (207)874-8719.**