

What is needed in Dublin

<i>Prior To:</i>	<i>The Process: (include payment of appropriate fees)</i>	<i>What approval is needed & who grants it:</i>
Any Activity that is not allowed under Dublin's Ordinance	**Get Routing Slip from Code Enforcement Officer & **Variance Application <i>**Notification & Public Hearing</i>	**Variance from <i>**Zoning Board of Adjustment</i>
Any Activity that is allowed in the Dublin Ordinance as a Special Exception	**Get Routing Slip from Code Enforcement Officer & File **Special Exception Application <i>**Notification and Public Hearing</i>	**Special Exception from <i>**Zoning Board of Adjustment</i>
Disagree with any ordinance interpretation decision by the Code Enforcement Officer, Selectmen, Planning Board (except whether or not to enforce)	**File Appeal from Administrative Decision Application <i>**Notify official(s) and public hearing</i>	**Final ruling from <i>**Zoning Board of Adjustment</i>
Built within setbacks or in wetland buffer zone	**File Waiver of Dimensional Requirements Application <i>**Notification and Public Hearing</i>	**Waiver of Dimensional Requirements from <i>**Zoning Board of Adjustment</i>

Subdividing property that creates more than three new lots	**Get routing slip from Code Enforcement Officer & **File Major Subdivision Application with Checklist ** Notification and Public Hearing	**Major Sub-division Approval from **Planning Board
Subdividing property that creates three or fewer lots	**Get routing slip from Code Enforcement Officer & File **Minor Subdivision Application with Checklist ** Notification and Public Hearing	**Minor Sub-division Approval from **Planning Board
Changing the Use of a Property to a Non-Residential Use	**Get routing slip from Code Enforcement Officer & File **Site Plan Review Application ** Notification and Public Hearing	**Site Plan Review Approval from **Planning Board
Changing the Lot Lines between properties but not creating a new lot(s)	File ** Lot Line Adjustment Application ** Notification and Public Hearing	**Lot Line Adjustment Approval from **Planning Board ** File plan on mylar with Registry
Combining Multiple Properties into one	File **Voluntary Merger Application	**Voluntary Merger approval from **Planning Board ** Notification to Registry
Adding a driveway or Changing your driveway	Read Driveway Ordinance & File **Driveway Application	**Driveway Approval from Planning Board
Putting up a new sign or enlarging an old one	File **Sign Application	**Sign Application Approval from Planning Board

Project that encroaches the 100 foot wetland buffer zone	Request a Waiver from the Planning Board & <i>Planning Board will notify the Conservation Commission</i>	**Waiver from Planning Board
Excavating Soil or Gravel for sale	File Excavation Application **Notification and Public Hearing	**Excavation Approval from Planning Board
Erect a Telecommunications tower	File **Telecommunications Conditional Use Application **Notification and Public Hearing	**Telecommunications Conditional Use Permit from Planning Board
Cutting trees along a Scenic Road	File **Scenic Road Hearing Application	**Approval from Planning Board
Build a commercial Solar Energy System or other energy producing system	File **Alernate Energy Application	**Approval from Planning Board
Erect a new building over 200 square feet or demolish an old one	File **Building Permit with Code Enforcement Officer & <i>Electrical & Plumbing & and Furnace Permits (as needed)</i>	**Occupancy Permit from Code Enforcement Officer & **Fire Chief (as needed)
Making Renovations to a building other than regular maintenance	File **Building Permit with Code Enforcement Officer & <i>**Electrical and Plumbing permits (as needed)</i>	**Approval from Code Enforcement Officer
Moving or Removing a stone wall	File **Stone Wall Application	**Approval from the Selectmen

Note:

Notification includes certified letter to all abutters, publication in a local newspaper, notices posted at town hall, Post Office, town website, and General Store