



# Town of Bowdoinham

13 School St • Bowdoinham, ME 04008

Phone 666-5531 • Fax 666-5532

www.bowdoinham.com

Permit File #

For Office Use Only

## APPLICATION FOR CODE ENFORCEMENT OFFICER PERMIT

### Type of Application:

- Building Permit   
  Shoreland Zoning   
  Site Plan Review – Tier I  
 Demolition Permit   
 Land Use   
 Floodplain Management

### Applicant Information:

Name: Bowdoinham Food Pantry (Sally Cluchey)  
 Mailing Address: P.O. Box 246, Bowdoinham, ME 04008  
 Telephone: Pantry (207-751-7779) Sally (202-297-9664)  
 Right, Title, Interest in Property:   
 Owner   
 Other   
Leasee  
*(appropriate documentation must be provided)*

### Contractor/Agent Information:

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Contractor Agent – Certification: \_\_\_\_\_

### Property Information:

Map/Lot Number: U-01-69  
 Property Address: 9 Main Street, Bowdoinham  
 Lot Size: \_\_\_\_\_ Lot Frontage: \_\_\_\_\_  
 Lot Coverage – Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Number of Bedrooms – Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Building Height – Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Water Service:  Public  Private   
 Road Ownership:  State  Town  Private  
 Property Entrance/Driveway:  Existing  New  
 Floodplain:  No  Yes   
 Shoreland Zoning:  No  Yes: District-\_\_\_\_\_  
 Land Use District:  Residential/Agricultural   
 Village I  Village II  
 Enrolled in Tax Program:  No   
 Agriculture  Open Space  Tree Growth

TOWN OF BOWDOINHAM  
APPLICATION FOR CODE ENFORCEMENT OFFICER PERMIT  
Page 2 of 2

Project Description:

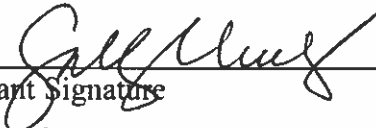
Add an awning above the steps at the food pantry's new space at the side of the building closest to stream off of the back parking lot. Also add a free standing, semipermanent structure (e.g., gazebo) next to the building to facilitate outside distribution of food to clients.

Attachments (the following items are required):

- Site Plan
- Photographs of Site
- Application Fee
- Subsurface Wastewater Disposal System Design (proposed and/or existing)
- Internal Plumbing Permit
- Supporting Documents as required per Land Use Ordinance

By signing this application, as the foresaid applicant:

- I certify that I have read and completely understand the application;
- I certify that the information contained in this application and its attachments are true and correct;
- I understand that all information provided on this form and all other documents submitted as part of my proposal is a matter of public record;
- I understand that copies of this information may be supplied upon request to an interested party;
- I understand that additional funds may be required through the course of review for special studies, legal review costs, and/or engineering review;
- I understand that it is my responsibility to know and pay for any tax penalty that may result from said project;
- I understand that the information contained in this application is background information and some applications may require additional tests, maps, documentation or submissions as required by the Planning Board.

Applicant Signature  Date 11/20/20  
Print Name Sally Cluchey, chair of Board of Bowdoinham Food Pantry

FOR OFFICE USE ONLY

Received On: 11-24-2020 Fee Paid: \_\_\_\_\_

\_\_\_\_\_  
Signed Date

# Bowdoinham Food Pantry

*neighbors feeding neighbors*

---

November 20, 2020

Darren Carey  
Code Enforcement Officer  
Town of Bowdoinham

RE: Bowdoinham Food Pantry Tier 1 Site Plan Review Application (U01-69, 9 Main Street)

Mr. Carey,

The onset of the Covid-19 pandemic in early spring forced the Bowdoinham Food Pantry to modify our operations and convert to a drive through distribution system. To accommodate these changes, we moved into a different part of the FHC building at 9 Main Street, where we now have sufficient space to operate.

With Fred Haer's permission, we are submitting an application to amend Mr. Haer's prior site plan review that was approved on January 28, 2011. We propose adding an awning over the steps of the entrance to our new space, and a free-standing gazebo, to provide shelter to our volunteers and food during our drive through distribution on Wednesday afternoons. We believe these proposed changes will have an impact on the following aspects of the prior plan, and have attempted to address them in the description of the proposed changes described below, and the accompanying pictures.

- 1. Vehicular Access
- 2. Internal Vehicular Circulation
- 3. Pedestrian Circulation
- 5. Visual Impact
- 7. Signage
- 8. Buildings

The awning will be a shed roof style, positioned directly over the stairs into the building. The frame will measure approximately 9ft wide with a 6ft projection out from the building and a 4ft rise. The frame will be made using galvanized steel with all welded joints. The cover will be made using Sunbrella fabric. This awning will be manufactured and installed by New England Tent and Awning, LLC. The color will be

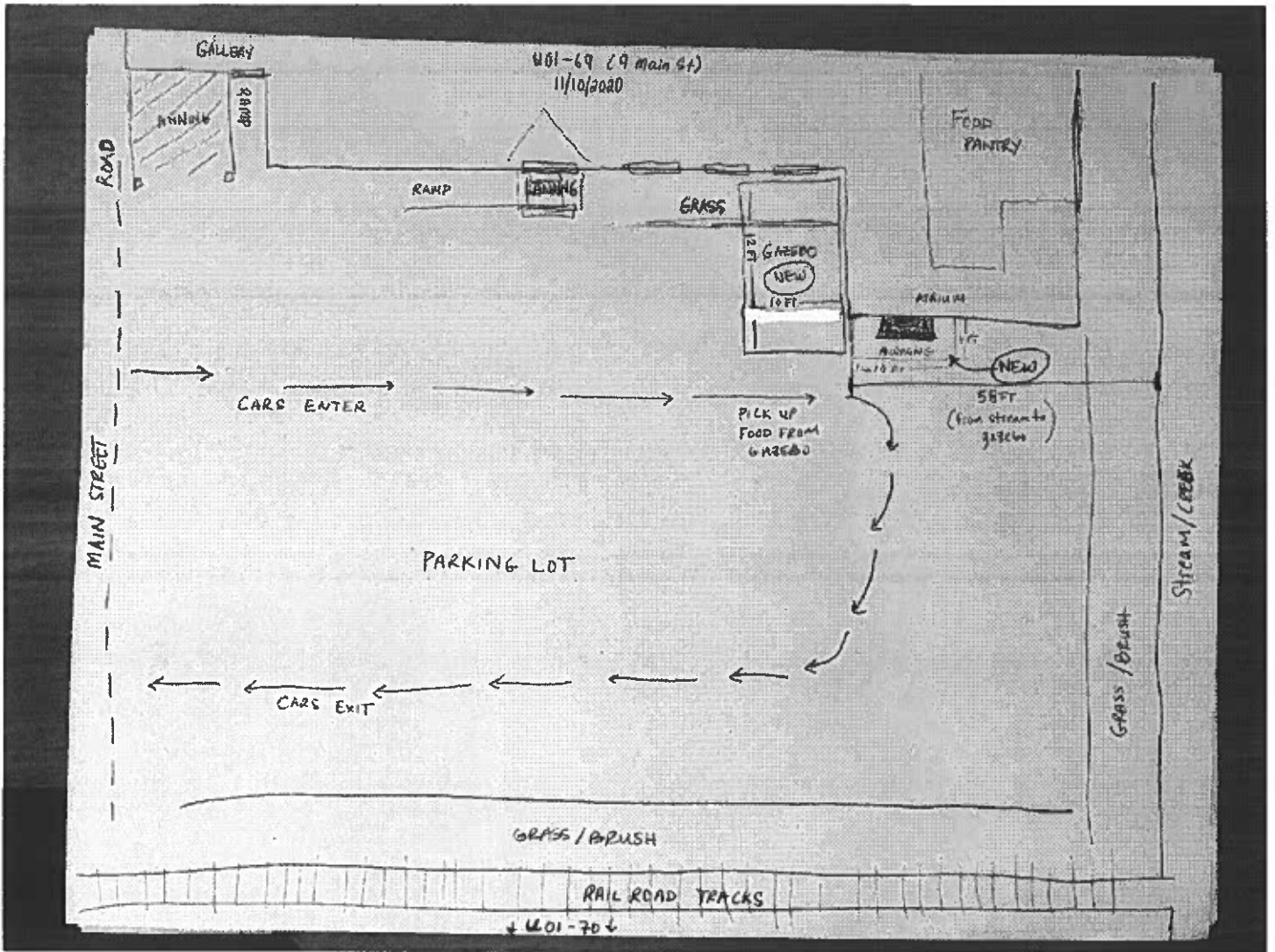
Sally Cluchey, chair | Carol Lenna, acting secretary | David Zellinger, treasurer  
Bethany Allen | Jonathan Beede | Hannah Burroughs | Caitlin Johnson

consistent with the red color of the building's roof and will most likely feature our logo and the words Bowdoinham Food Pantry. The cost of the awning is \$2,131. A picture of a similar awning has been included below. We believe this will be consistent with the existing aesthetics of the building.

The gazebo is a free standing 12 ft x 10 ft structure that has already been built (see the picture below). The attached site plan drawing shows where we intend to place the gazebo, which is 58 feet from the stream. The gazebo would extend 3 feet beyond the edge of the building thus taking up approximately 36 square feet of the parking lot. We do not believe that the extension will have a negative impact on vehicular traffic because the stairs into the building come out about the same distance. In addition, we are currently utilizing a 12ft x 12ft pop up tent to provide shelter for our volunteers and it seems to work well. The gazebo would take the place of the temporary pop up tent. The cost of the gazebo is \$3,223. A picture of the gazebo we propose purchasing is shown below. The wooden gazebo is a style and color that is similar to the gazebo in the adjacent waterfront lot.

The site plan drawing shown below shows the flow of traffic during our Wednesday distribution hours. Client cars enter the FHC parking lot on the side closest to the building, they drive towards the stream and make a U turn just before reaching the gazebo so that they, or a volunteer, can put their groceries into their trunk before departing. This system worked well when there was a temporary dumpster in the parking lot this summer so we anticipate that it will continue working well this winter, even when there is snow in the parking lot.

# Proposed Site Plan



Picture of the FHC building with our temporary pop up tent. The gazebo would take the place of the tent.



Picture of the style of awning we intend to purchase, although we may adjust the pitch so that we don't need to worry about snow buildup.



Picture of the proposed gazebo.



Please let me know if you have any questions or require any additional information.

Sincerely,

Sally Cluchey