



**Town of Durham  
630 Hallowell Road  
Durham, Maine 04222**

**Tel: 207-353-2561  
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*Office of Code Enforcement and Planning*

## **NOTICE OF RECEIPT OF SUBDIVISION AMENDMENT APPLICATION**

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

The Planning Board of the Town of Durham has received an application for a lot line change at \_\_\_\_\_.

Town records indicate that you own property abutting the parcel proposed to be changed. In accordance with Title 30-A M.R.S.A., §4403.3, the Planning Board is required to notify you it has received this application. The Planning Board has not yet determined that the application is complete and has not reviewed the application.

The application is available for your review at the Town Offices at 630 Hallowell Road. The next scheduled meeting to discuss the application is \_\_\_\_\_ at 6:30 p.m. At that meeting, the Planning Board will review the application to determine if it is complete and ready for formal review. When the Board determines that it has received a complete application, it will decide whether to conduct a site walk and/or a public hearing before reviewing the application for consistency with the subdivision review criteria and performance standards.

The Planning Board welcomes public comment submitted in writing or by email. The Board is required by law to approve a subdivision application if it meets all of the adopted review criteria and standards. It must deny any application that fails to meet any of the criteria and standards. Please focus any public comments on whether the application, in your view, meets or fails to meet requirements of the subdivision regulations. If you have questions about those requirements, you can contact George Theborge, the Town Planner by email to [townplanner@durhammaine.gov](mailto:townplanner@durhammaine.gov).