BUILDING PERMIT APPLICATION

Property Owner   **Property Address**   **Map**   **Lot**

Mailing Address (If Different)   **City**   **State**   **ZIP**

Phone   **Cell**   **Email**

Applicant/Contractor (If Different)

Mailing Address   **City**   **State**   **ZIP**

Phone   **Cell**   **Email**

Design Professional, Consultant, or Engineer (If Any)

Mailing Address   **City**   **State**   **ZIP**

Phone   **Cell**   **Email**

Zoning District _____   **Flood Zone District** ☐ VE ☐ A ☐ AE ☐ AO ☐ None

Shoreland District ☐ GD ☐ LR ☐ RP ☐ UR ☐ SP ☐ SD ☐ WF ☐ MHP ☐ None

Elevation, If Any _____   **Elevation Certificate** ◯ Yes ◯ No

Applicant Estimated Cost _____   **CEO Determination of Cost** _____

I certify that the information submitted is correct to the best of my knowledge and understand that any falsification is reason for denial of my permit. I agree to inspections by the Code Enforcement Officer at reasonable hours. I agree to abide by the City requirements and permit conditions.

Applicant Signature _____   **Date** _____

Certificate of Occupancy Fee: [_____]   Date Paid: [_____]

FOR OFFICE USE ONLY

Fee _____   **Paid By** _____   **Date Paid** _____

Permit No. _____   **Issued By** _____   **Date Issued** _____

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....	....	....	....

TYPE OF IMPROVEMENT(S)

☐ New Building or Structure ☐ Demolition ☐ Renovation

☐ Repair/Replace ☐ Addition ☐ Other **Other Desc.** ....

USE OF BUILDING/PROPERTY

RESIDENTIAL

☐ One Family
☐ Two Family
☐ Multi-Family **# Units** ....
☐ Mobile Home
  Model .... **Year** ....
  Serial Number ....
☐ Garage
☐ Shed
☐ Deck
☐ Fence
☐ Ramp
☐ Stairs
☐ Other ....

NON-RESIDENTIAL/MIXED USE

☐ Retail and Wholesale
☐ Office, Bank, Professional Services
☐ Restaurant
☐ Lodging, Hotel, Motel
☐ Amusement, Recreational
☐ School, Library, Institutional
☐ Service Station, Repair Garage
☐ Healthcare Facilities and Services
☐ Industrial and Manufacturing
☐ Construction Services
☐ Storage, Warehouse
☐ Other ....

Please provide a plot plan showing the location and size of any existing and proposed buildings, roads, driveways, septic Systems, wells, land clearing and landscaping. See examples on last page. Use extra sheet if necessary.

BUILDING PERMIT APPLICATION

Property Owner	Property Address	Map	Lot
....	....	....	....

FOR ALL CONSTRUCTION EXCEPT ONE AND TWO FAMILY DWELLINGS

NOTE: MOST NON-RESIDENTIAL STRUCTURES, ADDITIONS AND SOME ALTERATIONS REQUIRE PLANS DRAWN AND SEALED BY A LICENSED PROFESSIONAL ARCHITECT OR ENGINEER. THE CITY HAS ADOPTED THE 1996 BOCA BUILDING CODE. MORE RECENT VERSIONS OF THE BOCA OR IBC ARE ACCEPTED. A PLAN FROM AN ARCHITECT OR ENGINEER SHOULD STATE IF THE PLAN MEETS THE STANDARDS.

☐ Wood ☐ Masonry or Steel ☐ Heavy Timber ☐ Non-Combustible Type 1 ☐ Non-Combustible Type

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Sewage_Type
☐ Public
☐ Private (Septic)

Water_Type
☐ Public
☐ Private (Well)

Number of Off-Street Parking Spaces
....

Number of Bedrooms (Residential Only)
....

Overall Dimensions Main Building .... ft. X .... ft.

Number of Stories .... **Building Height** ....

Other Building (Specify: .... **)** .... ft. X .... ft. X .... ft.

Floor Area (square feet)

Basement .... ☐ Finished ☐ Unfinished

1st Floor .... **3rd Floor** ....

2nd Floor .... **Other Floors** ....

Heating

☐ Oil ☐ Gas ☐ Electric ☐ Other ....

Foundation

☐ Full ☐ Post/Columns ☐ Wood
☐ Crawl Space ☐ Concrete ☐ Other
☐ Slab ☐ Block
....

Thickness .... **Reinforcement** ....

Footing Size .... **Thickness** ....

Wall-Ceiling Framing

Exterior Stud Material & Dimensions ....

Exterior Wall Stud Spacing ....

Sheathing Material & Thickness ....

Ceil. Joist Size .... **Spacing** .... **Max Span** ....

Floor Systems

First Floor

Joist Size .... **Spacing** .... **Max Span** ....

Other Floors

Joist Size .... **Spacing** .... **Max Span** ....

Joist Carrier Materials & Size ....

Supp. Columns Materials & Spacing ....

Floor Sheathing Materials & Thick. ....

Roof System

Roof_Type ☐ Rafters ☐ Truss **Pitch** ....

Rafter Size .... **Spacing** .... **Max Span** ....

Sheathing Material & Thickness ....

Type of Roof Covering ....
(Must be fire resistive)

Decks Only

Joist Size .... **Spacing** .... **Max Span** .... **Joist Carrier Material & Dimension** ....

Support Column Materials .... **Spacing** .... **Decking Materials** ....

Height of Deck from Grade .... **Guard Rail Height** .... **Baluster Spacing** ....
(No more than 4" opening)

BUILDING PERMIT APPLICATION

Property Owner	Property Address	Map	Lot
....	....	....	....

STRUCTURE SIZE - Structure #1   **Attach page for each additional structure**

Required Setbacks	Existing Setbacks	Proposed Setbacks
Front	**Front**	**Front** ....
Side	**Side**	**Side** ....
Side	**Side**	**Side** ....
Rear	**Rear**	**Rear** ....
Height	**Height**	**Height** ....

Required Lot Size	Existing Lot Size	Proposed Lot Size
Area	**Area**	**Area** ....
Frontage	**Frontage**	**Frontage** ....

Description. Describe in detail the work to be done (Example: Add a single story 10 ft. by 15 ft. kitchen addition on a frost wall foundation, with asphalt roofing. Original kitchen to be removed).

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☐ Use Permit By
　　☐ CEO ☐ Planning Board   Date ....
☐ Site Plan Approval By
　　☐ CEO ☐ Planning Board   Date ....
☐ Appeals Board   Date ....
☐ Plumbing Internal   Date ....
☐ Electrical
　　☐ City ☐ State   Date ....
☐ Waste Disposal
　　☐ Septic ☐ City Sewer   Date ....

☐ Driveway/Entrance
　　☐ City ☐ MDOT   Date ....
☐ Building Permit   Date ....
☐ Shoreland Zone   Date ....
☐ Fire Marshal Office
　　☐ Construction ☐ ADA   Date ....
☐ BOCA or ICC Review   Date ....
☐ DEP
☐ Design Review
☐ Other ....

Conforming ○ Yes ○ No

Conditions ....
....
....
....

Amendments ....