

Town of Addison Maine

Application for Building Permit

OFFICE USE ONLY

Date Received: _____

Received By: _____

Fee Paid: _____

1. Applicant:

Name: _____
Address: _____
Phone: _____

2. Owner of Property:

Name: _____
Address: _____
Phone: _____

3. Location of Property:

Address: _____
Tax Map: _____ Lot: _____

4. Is the Property in the Shoreland Zone:

Yes: _____ No: _____

5. Is the lot within a Subdivision?

Yes: _____ No: _____

6. Intended use of Proposed Structure:

Residential: _____ Commercial: _____

7. Total Number of Bedrooms in Finished Building: _____

8. Height of Structure from Foundation: _____

9. Structure description: (2-story home, garage, etc.)

10. Sewage Disposal:

Existing: _____ New: _____

Attachments:

These will be necessary for the Planning Board to review your application.

1. Proof of ownership or lease, for example, deed or tax bill
2. Proof of payment of state sales tax for any manufactured building; form is available at the town office.
3. For properties that will contain a new or modified drainage/sewer system, a soil test performed by a State approved inspector and a copy of a completed State form.
4. For projects within Shoreland Zoning, include a current photograph of the shoreland as required by State law.
5. Include an entrance permit from the Road Commissioner for town roads and DOT for State roads for new access to the property.
6. A detailed site plan on page 4 of this application.

Only permit applications received on or before the 20th of the month will be considered at the following month's Planning Board meeting.

The Planning Board meets the first Wednesday of each month.

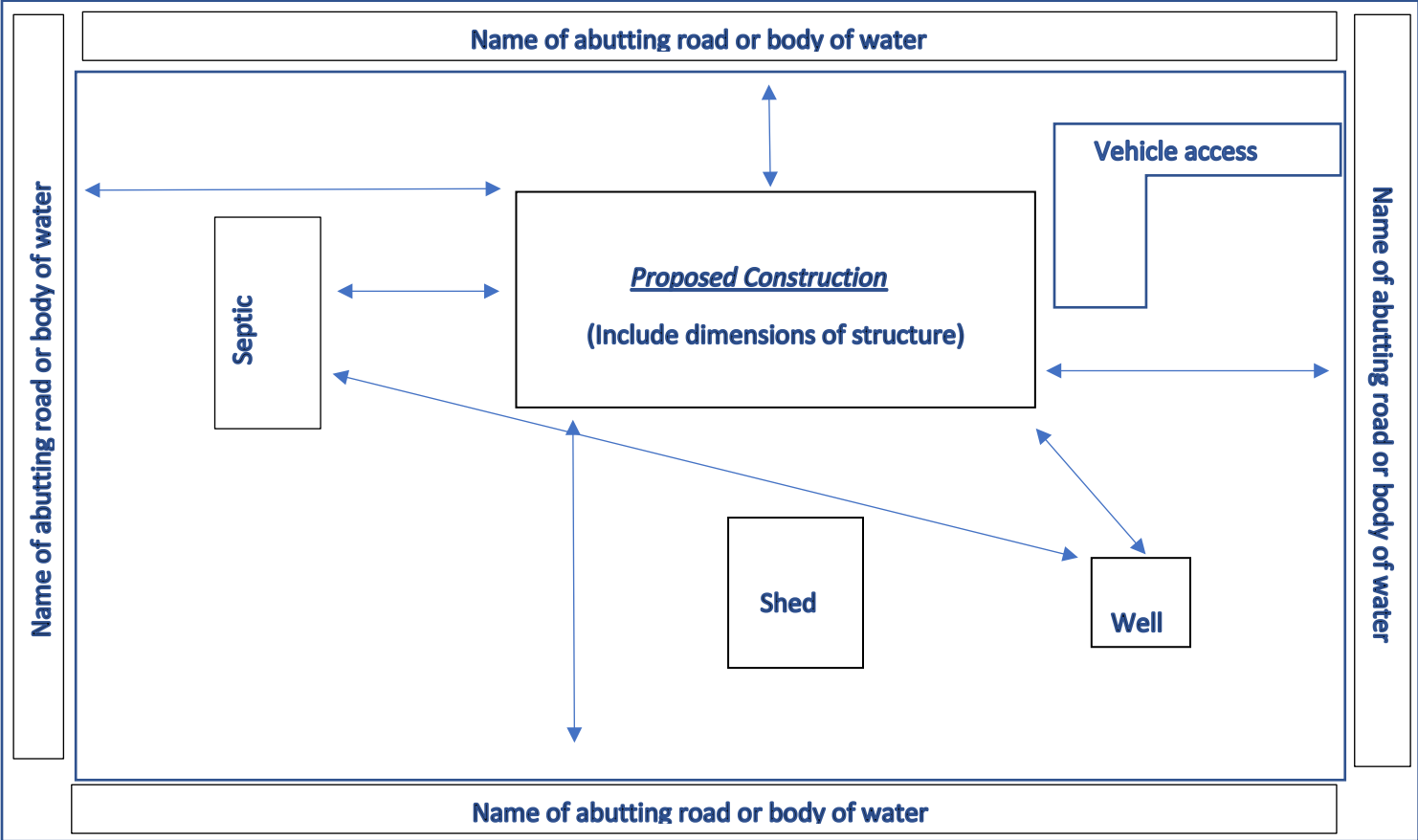
I certify that the information provided in this application is accurate.

Applicant's Signature

Date signed

EXAMPLE

Site Plan and Footprint Drawing



The arrows in this example show the distance measurements you must include on your site plan and footprint drawing that you are required to create on page 4.

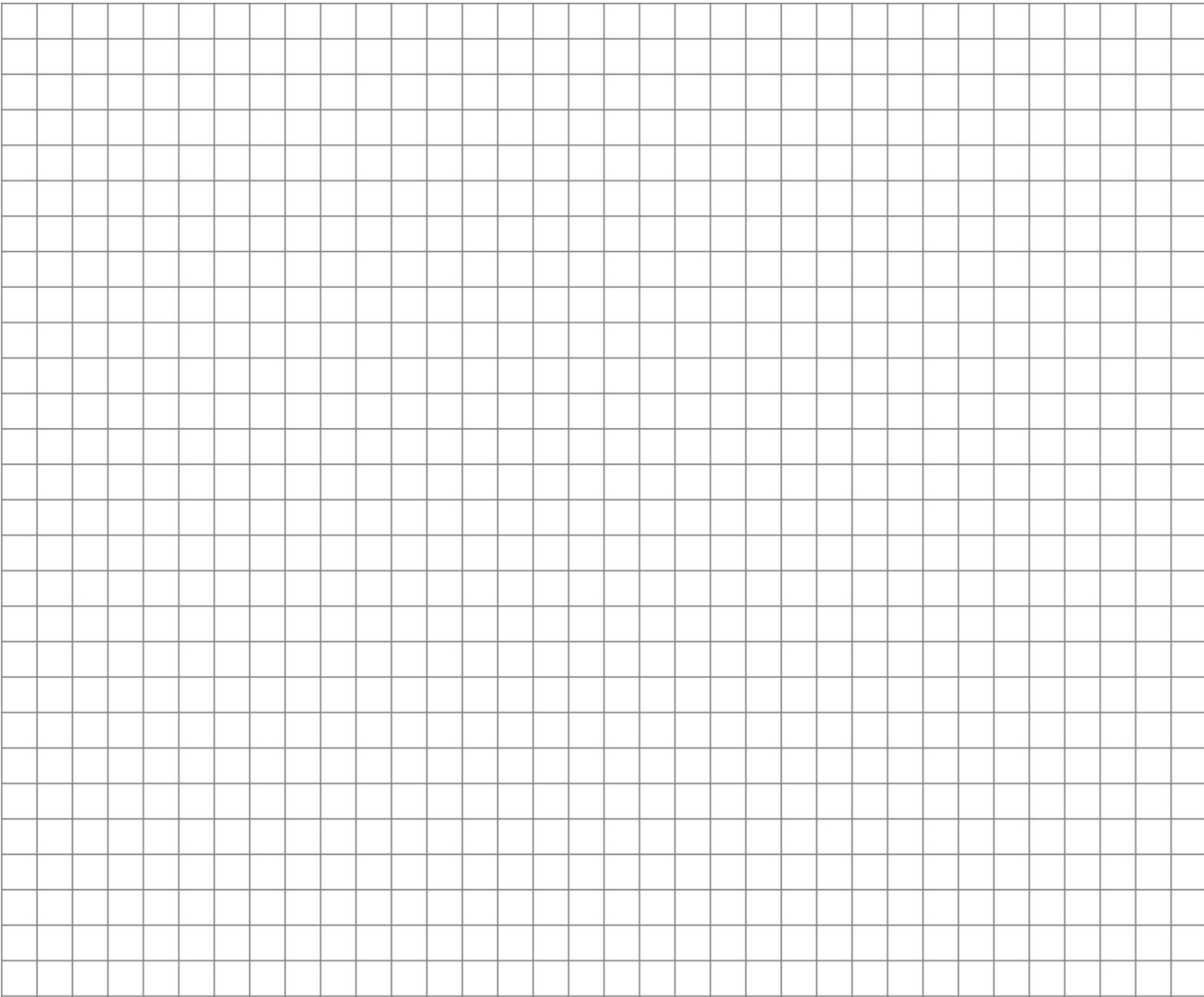
Also, be sure to include:

- *The size of the lot in square feet
- *The dimensions of existing structures

Site Plan and Footprint Drawing

The following must be shown:

- A. The size of the lot in square feet or the dimensions of the lot in feet.
- B. The location and dimensions of existing buildings/structures.
- C. The location and dimensions of the proposed building/structure or addition on the lot and the distance from all property lines. Include all porches and decks and be sure to have proper setbacks for any you may plan to build in the future.
- D. Location of existing or proposed water supply and sewage disposal systems.
- E. Vehicular access to the property



Lot size: _____

Helpful information:

Fees

\$35.00	Application, Nonrefundable
\$50.00	Residential Permit
\$100.00	Residential Subdivision, per lot
\$50.00	Light Commercial (Less than 5,000 sq ft)
\$100.00	Heavy Commercial (5,000 sq ft or more)
Additional fees	
\$50.00	Shoreland Zoning
\$35.00	Driveway Entrance
\$35.00	Final inspection
\$100.00	Late Fee

Application checklist

- Completed, signed, and dated application
- Application fee(s)
- Proof of ownership (for example, deed or lease)
- Proof of payment of state sales tax for any manufactured building
- For new sewers, septic/soil test paperwork
- For shoreland zone, photo before work begins
- Entrance permit for new driveway
Road Commissioner, Marcus Norton, telephone: 207.557.6981
Maine Department of Transportation, telephone: 207.941.4500
- Site plan

Code Enforcement Officer, Kevin Brodie, telephone: 207.263.4243