

**Town of Cumberland, Maine Building Permit Application** Tax Map/Lot No.: \_\_\_\_\_  
**MINIMUM PERMIT FEE \$50.00 (See back for info)** Zoning/Overlay District \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_ PERMIT # \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contractor Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Property Location:** \_\_\_\_\_

**Lot Dimensions:** \_\_\_\_\_ x \_\_\_\_\_ **Area:** \_\_\_\_\_ **Number of dwelling units:** \_\_\_\_\_

**Plumbing: Sewer Permit Issued?:** yes ☐ no ☐ n/a ☐ **Septic Permit Issued?:** yes ☐ no ☐ n/a ☐

**Street Opening?:** yes ☐ no ☐ n/a ☐ **Private way?:** yes ☐ no ☐ n/a ☐ **Driveway Entrance?:** yes ☐ no ☐ n/a ☐

**Plans Filed: Scaled Plot Plan?;** - yes ☐ no ☐ n/a ☐ **Full Construction Drawings?:** yes ☐ no ☐ n/a ☐

**Area of Land to be Disturbed if over 1 acre:** \_\_\_\_\_ **Amount of soil disturbed (square feet):** \_\_\_\_\_

**Amount of Excavation and/or fill if over 1,000 cubic yards:** \_\_\_\_\_

**Description of Proposed Construction:** \_\_\_\_\_

**Setback Info: Front Yard:** \_\_\_\_\_ **Side Yard #1:** \_\_\_\_\_ **Side Yard #2:** \_\_\_\_\_ **Rear Yard:** \_\_\_\_\_

**Building Info: Length:** \_\_\_\_\_ ft. **Width:** \_\_\_\_\_ ft. **Height:** \_\_\_\_\_ ft. **Area:** \_\_\_\_\_ sq. ft.

**Shoreland Overlay District:** yes ☐ no ☐ **Resource Protection District:** yes ☐ no ☐ **Floodplain Permit:** \_\_\_\_\_

**Notice of Intent (DEP) ME Const. General Permit** \_\_\_\_\_

**Estimated Cost of Construction: \$** \_\_\_\_\_ **Permit Fee: \$** \_\_\_\_\_

**Owner/Agent signature:** \_\_\_\_\_ **Date signed:** \_\_\_\_\_

**Office use only: TYPE OF CONSTRUCTION:** \_\_\_\_\_ **USE GROUP** \_\_\_\_\_

**CONDITIONS OF APPROVAL:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **Date Permit Issued:** \_\_\_\_\_

**CODE ENFORCEMENT OFFICER**

**BUILDING INSPECTIONS MONDAY THROUGH THURSDAY – 829-2207**

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## **Building Permit Application Checklist**

**All building plans must meet or exceed Maine Uniform Building and Energy Codes (MUBEC), IRC-2015, IBC-2015 & IEBC-2015 as adopted by the State of Maine.**

**All building permits (EXCEPT for sheds and decks) are a MINIMUM \$50.00 fee.**

**Sheds & Decks are a MINIMUM \$25.00 fee (Up to 400 sq. ft. then \$.10 per additional sf)**

### **New Home applications needed:**

- **Growth Permit \$100.00**
- **Building Permit Application and Fee** (Finished Areas \$.40 per sf – Unfinished areas \$.20 per sf)
- **Septic/Sewer Permit** - 3 SIGNED COPIES OF HHE-200 Fee (non-engineered complete system is \$390.00) **or** Sewer connection permit (\$50.00) & user unit fee (Varies)
- **Deed** for the Property
- **One (1) copy of full size construction plans, one (1) 11x17 size plans & (1) electronic set of plans**
- **Plans must include:** 4 elevations, framing cross-section (including sizes of structural members), foundation plan, floor plan (each room use labeled), structural steel, ridges, beams involving LVL's, or Paralam's, (stamped by engineer), plot plan; lot size and accurate locations of all existing and proposed structures with set-backs (per scale noted on plot plan), and drainage. **Please be aware that structurally complicated buildings must be reviewed by an Engineer.**

**Impact Fee:** Will be applied to all new homes & all additions to homes that are less than 5 years old - \$1.40 per sq. ft. minus first 1,000 sf. for original structure

**Renovations/Solar Arrays:** Minimum fee of \$50.00 or \$14.00 per \$1,000 of renovation cost

**New Construction/Additions Residential:** Minimum fee of \$50.00 **OR** Finished areas at \$.40 per sf. **AND** Unfinished areas AT \$.20 / per sf. whichever is greater.

**COMMERCIAL New Construction/Additions:** Minimum fee of \$100.00 **OR** finished areas at \$.50 per sf. **AND** unfinished areas at \$.20 per sf.

- **Floor plans** showing existing structure and proposed changes
- **Framing cross sections** (including sizes of structural members)
- **Plot Plan;** lot size and accurate locations of all existing and proposed structures with set-backs (PER SCALE ON PLOT PLAN), and drainage.
- **BUILDING PERMIT APPLICATION and FEE**

**COMMERCIAL Renovations/Solar Arrays:** \$14.00 per \$1,000.00 of renovation cost

**Demolition Permits:** \$50.00 (10-day waiting period)

**Shoreland Permits:** The Shoreland Overlay District (SOD) is generally 250 feet from rivers, streams or saltwater bodies and their associated wetlands where shown on the official Zoning Map, also 75 feet from certain streams - See Zoning Ordinance. All requests for Building Permits in the SOD require a Shoreland Zoning Permit (Fee \$150.00) prior to or with issuance of the Building Permit.

**Maine Construction General Permit:** Effective 2-17-03 a "NOTICE OF INTENT" may be required if your construction will result in disturbance of greater than or equal to one acre. (To be filed with the DEP)