



# City of Waterville

## APPLICATION FOR BUILDING PERMIT # \_\_\_\_\_

MAP \_\_\_\_\_ LOT \_\_\_\_\_ LOT SIZE \_\_\_\_\_ ZONE \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

SITE LOCATION: \_\_\_\_\_

<b>OWNER:</b> _____
<b>ADDRESS:</b> _____ _____
<b>PHONE:</b> Work _____ Home _____ Cell _____ E-Mail _____

<b>APPLICANT:</b> _____
<b>ADDRESS:</b> _____ _____
<b>PHONE:</b> Work _____ Home _____ Cell _____ E-Mail _____

<b>CONTRACTOR:</b> _____
<b>ADDRESS:</b> _____ _____

<b>PHONE:</b> Work _____ Home _____ Cell _____ E-Mail _____
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### APPLICATION TYPE:

\_\_\_ NEW RESIDENTIAL CONSTRUCTION  
SINGLE FAMILY, TWO FAMILY, MULTIPLE FAMILY

\_\_\_ NEW COMMERCIAL CONSTRUCTION

\_\_\_ RENOVATIONS - RES. OR COMM.  
SINGLE FAMILY, TWO FAMILY, MULTIPLE FAMILY

\_\_\_ CHANGE OF USE / CHANGE OF OWNER

\_\_\_ GARAGE

\_\_\_ NEW DRIVEWAYS (CURB CUT)

\_\_\_ SPRINKLER SYSTEMS

\_\_\_ FUEL TANK

\_\_\_ EXCAVATION / GRADING, ETC.

\_\_\_ EXTERIOR GREASE TRAP REQ.

\_\_\_ DEMOLITION

\_\_\_ MOBILE HOME – **SERIAL #** \_\_\_\_\_

\_\_\_ SIGN

\_\_\_ OUTBUILDING UP TO 10X10

\_\_\_ PARKING

\_\_\_ POOLS

\_\_\_ OTHER \_\_\_\_\_

CONSTRUCTION COST \$ \_\_\_\_\_ PERMIT FEE \$ \_\_\_\_\_

**Note: All work must be done in accordance with International 2006 Building Code and International 2006 One & Two Family Code.**

**PROJECT DESCRIPTION**

BRIEFLY EXPLAIN SCOPE OF WORK TO BE DONE:

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DIMENSIONS OF PROPOSED STRUCTURE \_\_\_\_\_

PROPOSED FOUNDATION TYPE: \_\_\_\_ FULL 8' \_\_\_\_ 4' FROST WALL \_\_\_\_ PIER \_\_\_\_ SLAB

**SETBACKS:**

EXISTING STRUCTURES

FRONT \_\_\_\_\_

SIDES \_\_\_\_\_

REAR \_\_\_\_\_

PROPOSED STRUCTURES

FRONT \_\_\_\_\_

SIDES \_\_\_\_\_

REAR \_\_\_\_\_

**LOT AREA:**

LOT FRONTAGE \_\_\_\_\_

LOT DEPTH \_\_\_\_\_

% OF LOT COVERAGE (Building) \_\_\_\_\_

% USABLE OPEN AREA (Lawn area, driveways, etc.) \_\_\_\_\_

NO BUILDING HEREAFTER ERECTED SHALL BE OCCUPIED OR USED, IN WHOLE OR IN PART, UNTIL A CERTIFICATE OF OCCUPANCY SHALL HAVE BEEN ISSUED BY THE CODE ENFORCEMENT OFFICER.

APPROVED PLANS MUST BE RETAINED ON JOB ALONG WITH PERMIT UNTIL FINAL INSPECTION HAS BEEN MADE.

MINIMUM OF THREE INSPECTIONS REQUIRED FOR ALL CONSTRUCTION WORK. PLEASE SCHEDULE INSPECTIONS WITH THE CEO SECRETARY. 1.) FOUNDATIONS (FOOTINGS, WALLS, DRAINAGE, WATER PLUG) 2.) FRAMING (PRIOR TO COVERING STRUCTURAL MEMBERS) 3.) FINAL INSPECTION BEFORE OCCUPANCY.

WHERE APPLICABLE, SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING AND MECHANICAL INSTALLATIONS.

THIS PERMIT APPLICATION DOES NOT PRECLUDE THE APPLICANT(S) FROM MEETING APPLICABLE STATE AND FEDERAL RULES.

THIS PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION IS NOT STARTED WITHIN SIX MONTHS OF PERMIT ISSUE DATE.

I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OF THE NAMED PROPERTY, OR THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS THEIR AGENT. I AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THIS JURISDICTION. IN ADDITION, IF THIS PERMIT IS ISSUED, I CERTIFY THAT THE CODE OFFICIAL OR HIS REPRESENTATIVE SHALL HAVE THE AUTHORITY TO ENTER ALL AREAS COVERED BY SUCH PERMIT AT ANY REASONABLE HOUR FOR THE PURPOSES OF INSPECTING SAID WORK.

**NOTICE: FAILURE TO CALL FOR INSPECTIONS OR OCCUPANCY PERMIT MAY RESULT IN A FINE OF \$100.00 PER DAY**

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

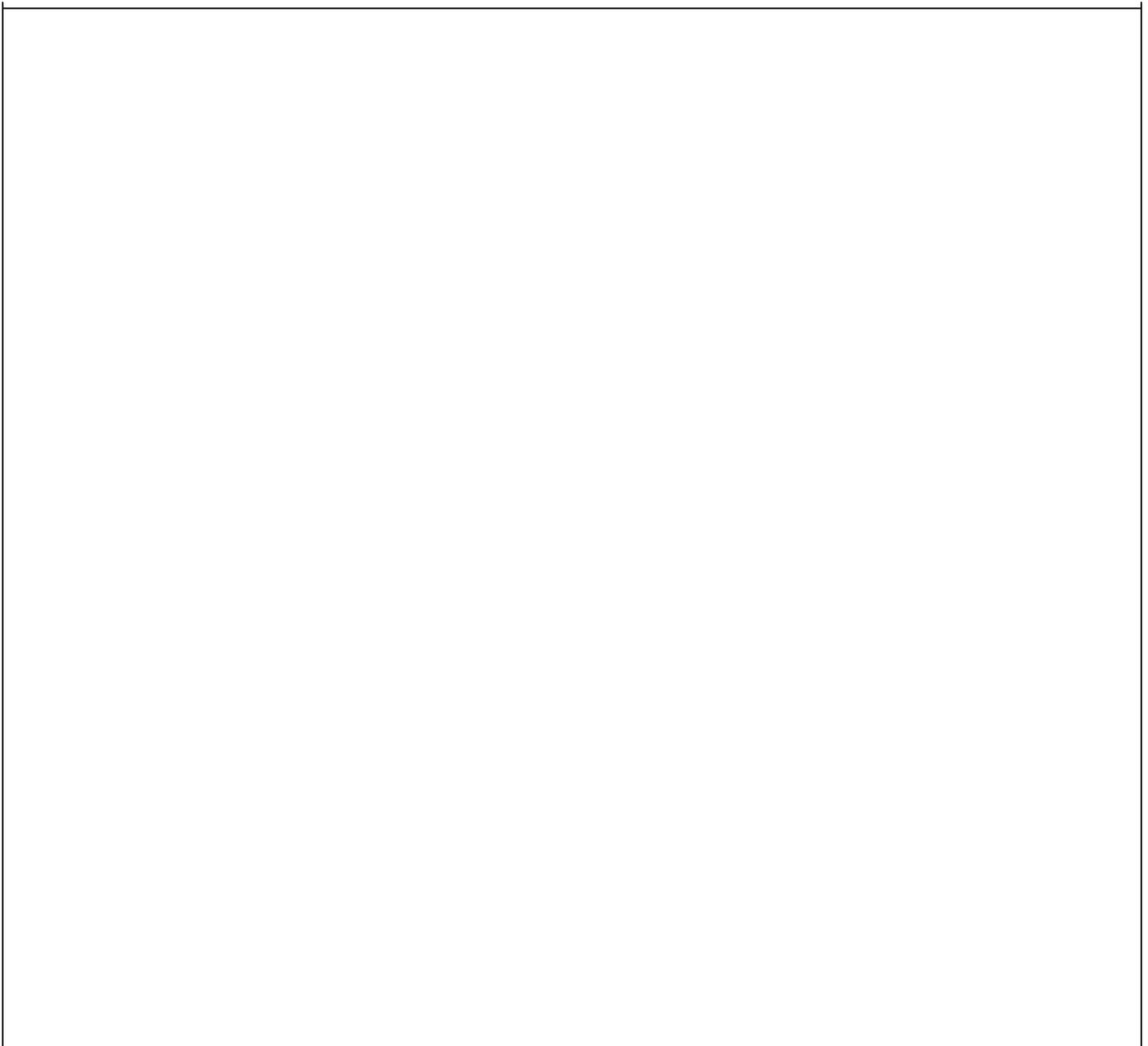
**OWNER / AUTHORIZED AGENT**

\_\_\_\_\_  
PLEASE PRINT YOUR NAME

**APPLICATIONS FOR PERMITS MUST BE ACCOMPANIED BY THE FOLLOWING:**

A site plan drawn to an indicated scale and showing the location and dimensions of all buildings to be erected, the sewage disposal system, driveways and turnarounds, and abutting lot and street lines. The site plan shall accurately represent the relationship between any proposed building or structure or addition to an existing building and all property lines to demonstrate compliance with the setback requirements of the Ordinance. If there is any doubt as to the location of a property line on the ground or if the Code Enforcement Officer cannot confirm that all setback requirements are met from the information provided, the Code Enforcement Officer may require the applicant to provide a boundary survey or mortgage inspection plan.

**SITE PLAN**

A large, empty rectangular box with a thin black border, occupying the lower two-thirds of the page. It is intended for the applicant to draw and submit their site plan, showing buildings, setbacks, and property lines as described in the text above.