

Town of Chebeague Island

Building & Renovation
Permit - Application

Date _____
Permit # _____
Permit Fee \$ _____



**see additional information in attachments. *see Building Code 2003 IBC and IRC*

Property Owner Information

Contractor Information

Name _____ Name _____

Address (legal) _____ Contact (tel. Cell#) _____

Building Permit Location

Address _____ Map _____ Lot _____

Project Specifications (describe project i.e.; new structure, addition, renovations)

Project Cost (estimated cost must include labor and materials involved for completion)

Submission Requirements

- Building Plans – Scaled drawings showing floor layout with dimension, elevations and structural elements
- Plot Plan – (for new square footage) Plan showing existing and proposed structures with setback measurements from structures to property lines. See Attachment “A” for setbacks
- Shoreland Zoning Permit – For activities within the Shoreland Zone (250’ deep)

Inspection Requirements

- Foundation – Inspection of footings prior to placing concrete, inspection of walls prior to placing concrete. Inspection includes required reinforcement.
 - Rough In – Inspection of Framing, Electrical, Plumbing prior to closing in.
- Certificate of Occupancy – Approval required prior to occupancy.

Applicants Signature

Code Officer Approval

****Signing authorizes inspection necessary to issue permit and insure compliance with regulations****

Building Permit Application Checklist
**** All building plans must meet or exceed**
Building Codes - IRC-2003 and IBC – 2003**

New Home:

- BUILDING PERMIT APPLICATION and FEE (Finished Areas .25 / per sq. ft. – Unfinished areas .10 / per sq. ft.)
- Septic Permit - 3 SIGNED COPIES OF HHE-200 Plans and Fee (non-engineered (\$150.00) or Sewer permit and fee (\$50.00))
- Deed for the Property
- 2 copies of construction plans (full size for mark up, 11x17 to be kept by the office)
- Plans must include:
 - 4 elevations
 - Framing cross-section (including sizes of structural members)
 - Foundation Plan
 - Floor plan (each room's 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.
* Additional trade permits will be necessary (electrical, plumbing etc.)

Renovations & Additions: \$10.00 per \$1,000.00 of Renovation Cost

- 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.
- Completed building permit APPLICATION (other side) \$10.00 per \$1,000.00

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 Permit prior to issuance of the Building Permit.

Maine Construction General Permit:

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