



Town of Berwick

Where Tradition Meets Tomorrow

11 Sullivan Street, Berwick, Maine 03901
Phone: (207) 698-1101 Fax: (207) 698-5181
Website: www.berwickmaine.org

APPLICATION: BUILDING PERMIT

PERMIT NUMBER 2019-_____ DATE _____ MAP _____ LOT _____ ZONE _____

Dan Vincent- Building Inspector
Office Hours: Wednesday 8am Thursday 8am Inspections by appointment
Inspections can be scheduled by calling
Dan Vincent at (207) 698-1101, ext. 122 with 24-hour advance notice

All Non-Refundable permit fees should be paid for when permit is picked up at the Customer Service window.
No permits shall be issued the day an application is submitted.
A permit for a new driveway onto a Town or State road shall be submitted with this application.

1. **Owner of Record:** _____
Mailing Address: _____
Telephone: _____ Email: _____
2. **Applicant (if other than owner):** _____
Mailing Address: _____
Telephone: _____ Email: _____
3. Project Location: _____
4. Map _____ Lot _____
5. Zoning District: ___R-1 ___R-2 ___R-3 ___C/I ___RC/I ___S ___AP ___SC/I ___RP
___Shoreland ___Resource Protection ___Flood Hazard ___Aquifer Protection
6. Type of permit requested:
___Residential ___Commercial ___Other

Check all that apply:

- New Structure Addition to Structure Alteration to Structure Demolition
 Move a Structure Swimming Pool Sign Septic
 Public Water Public Sewer Well Other (Describe) _

7. Complete Description of Project:

8. Dimensions of Lot: Width _____ Depth _____ Area _____ Frontage _____
 Name of Street on which lot has frontage: _____/____Public ____Private
9. **Value of Work:** (Provide Estimate; To be verified by the Code Enforcement Officer)
10. **Total Gross Floor Area** of New Structure or Additions: (Include attic space with a height of 7 feet or more between floor and ceiling or rafter): _____Sq. Ft. (To be verified by the Code Enforcement Officer)
11. Will the work require new or relocated internal plumbing? ___Yes ___No
12. Will the work add bedroom(s) to the structure? ___Yes ___No
13. Was this lot split off from another lot within the last 5 years? ___Yes ___No
14. Has any part of this lot been split off within the last 5 years? ___Yes ___No
15. Is the property part of a recorded subdivision? ___Yes ___No
 If yes, please provide the name of the subdivision: _____
16. Name of General Contractor: _____
 Mailing Address: _____
 Telephone: _____
17. Is there more than one use on the property? ___Yes ___No
 If yes, please describe: _____
18. Are there any Deed restrictions on the property? ___Yes (If yes, please attach a copy) ___No

19. Will you disturb (clear and grub) one or more acres of land as part of this project?

___Yes ___No

(If yes, you will need to apply for either the Maine Construction General Permit, or a Permit by Rule from Maine DEP and provide a copy of the application)

NOTE TO APPLICANT - PLEASE READ and SIGN BELOW

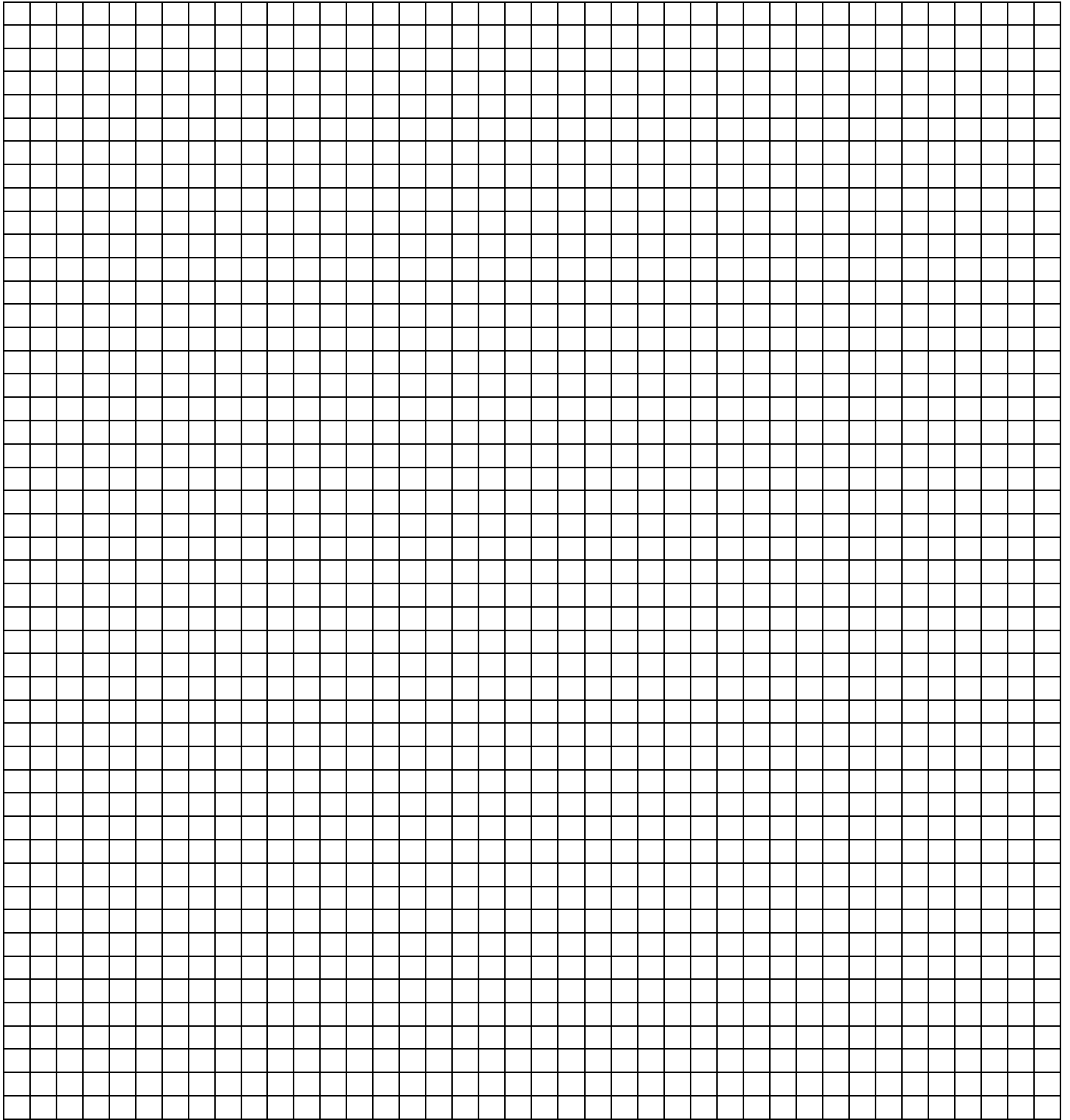
By signing below I agree:

- 1) Building Permit will expire after 12 months if the foundation is not installed, unless weather conditions prevent construction.
- 2) The Front Yard Setback is from the property line, not the edge of the pavement or gravel.
- 3) I will notify the Code Enforcement Officer of any changes in any information, plans or project specifications.
- 4) I will call for all required inspections indicated on the permit *at least 24 hours in advance*.
- 5) I will obtain a Certificate of Occupancy from the Code Enforcement Officer **prior to occupying the structure or property, or establishing a new use.**
- 6) I will abide by the existing ordinances of the Town of Berwick, and the laws and regulations of the State of Maine which authorize the issuance of this permit.
- 7) The Code Enforcement Officer may require a Foundation Certification.

 Signature of Applicant

 Date

Use this grid or a separate sheet of paper to prepare a site plan showing property lines and the location of existing and proposed structures, parking areas, driveways, and water bodies or wetlands.



STREET

REQUIRED MATERIALS FOR A BUILDING PERMIT

1. _____ Completed Application
2. _____ Plot Plan attached
3. _____ Deed attached
4. _____ Permit for Subsurface Wastewater Disposal System – 3 copies (if needed)
5. _____ Building Plans
6. _____ Driveway or Culvert Permit from Town or State

REQUIRED INSPECTIONS

1. _____ Setback Distances from Property Lines to Foundation (at Owner's request)
2. _____ Foundation, Ties plugged, Waterproof applied, Foundation Drainage (required)

Before Backing Filling Foundation

3. _____ Framing before Insulation and Sheet Rock
4. _____ Rough Plumbing with Pressure Test
5. _____ Final Inspection for Occupancy Permit (*Before occupying structure*)

By issuing this permit, you agree that the Building Inspector can enter this property at any time for inspections and code compliance or other necessary business to ensure your project meets code compliance .

Signature of Applicant & Date

TOWN OF BERWICK
COST RECOVERY FEE SCHEDULE
Building Permit Fees are Non-Refundable

RESIDENTIAL: SINGLE FAMILY

\$25.00 plus \$.50 per Sq. Ft. of finished living space
 \$15.00 plus \$.25 per Sq. Ft. of unfinished living space, Garage, and outbuildings
 \$50.00 Flat fee for sheds (less than 120 sq. ft.)

Decks – Porches – Room Additions \$.28 per sq. ft.

SWIMMING POOLS: ABOVE & IN-GROUND

\$55.00 flat fee for above-ground pool
 \$220.00 flat fee for in-ground pool

TWO & MULTI-FAMILY DWELLINGS

\$50.00 plus \$.70 per Sq. Ft.

AFTER-THE-FACT

Double the Established Fee

COMMERCIAL, RETAIL, LIGHT & LARGE INDUSTRIAL, AND MANUFACTURING

\$25.00 plus \$.25 per Sq. Ft.

COMMUNICATION TOWERS

\$11.00 per \$1,000.00 of Construction Costs

RENOVATIONS

\$11.00 per \$1,000.00 of Construction Costs

ALL OTHER LAND USE PERMITS

\$25.00

IMPACT FEES

	Detached Single Family				Attached Single Family and Multi-Family (per unit)			Mobile Home		
	2 BR	3 BR	4 BR	5 BR	1 BR	2 BR	3 BR	1 BR	2 BR	3 BR
Recreation	\$600	\$1,000	\$1,175	\$1,200	\$450	\$700	\$825	\$525	\$750	\$1,275
Open Space	\$600	\$1,000	\$1,175	\$1,200	\$450	\$700	\$825	\$525	\$750	\$1,275
Impact Fee TOTAL	\$1,200	\$2,000	\$2,350	\$2,400	\$900 Per unit	\$1,400 Per unit	\$1,650 Per unit	\$1,050	\$1,500	\$2,550

(FOR OFFICE USE)
APPROVAL OR DENIAL OF APPLICATION

MAP _____ LOT _____

THIS APPLICATION IS ____ APPROVED ____ DENIED

IF *DENIED*, REASON FOR DENIAL:

IF *APPROVED*, THE FOLLOWING CONDITIONS ARE PRESCRIBED:

(Please note: In approving a Shoreland Zoning Permit, the proposed use shall comply with the purposes and requirements of the Shoreland Zoning Ordinance for the Town of Berwick.)

CODE ENFORCEMENT OFFICER

DATE

PERMIT #: _____

FEE AMOUNT: \$ _____

TOTAL FEES: \$ _____