TOWN OF READFIELD, ME
APPLICATION FOR BUILDING, SIGN, OR USE PERMIT
8 Old Kents Hill Rd.
Readfield, ME 04355 Tel: 685-3290

Permit No._____
Permit Fee_____
Date Pd_____ Rec. #_____
Date Issued_____
Ext. Plmg. Permit#_____
Int. Plmg. Permit #_____
E-911#_____

The undersigned hereby applies for a permit for the following construction or use of property, said permit to be issued on the basis of the information contained within this application and in accordance with all applicable local and State laws. The applicant certifies that all information and attachments to this application are true and correct and authorizes the Code Enforcement Officer to verify on-site any and all information contained herein.

Any permit issued on the basis of this application is subject to appeal to the Board of Appeals for 45 days from the date of issuance, pursuant to Article 2, Section 1.C of the Readfield Land Use Ordinance. You are advised to inform, *in advance,* your abutters or anyone else who may be directly impacted about the nature and extent of your proposed construction or change of use to your property herein applied for. This notification is your responsibility.

1) Property Owner:
Name:_____Phone:_____
Mailing Address: _____Zip:_____
E-mail address:_____

2) Applicant: (if not owner, proof of right, title, or interest required, i.e. letter of authorization, purchase/sale agreement, etc.).
Name:_____
Address:_____Phone:_____

3) Contractor:_____ Phone:_____

4) Street Address of Property (If different from mailing address):_____
Tax Map No._____Lot No._____Zoning District_____

5) Lot Size: Road Frontage_____Depth_____Area_____Shore frontage_____
Is this a new lot created from the division of another lot or parcel within the previous 5 years?_____

6) Existing use of property:_____

7) Proposed Project Description and/or Use of Property:
_____
_____
_____
_____

Dimensions_____#rooms_____# bedrooms_____# baths_____# stories_____
Height of building from the finished grade at the downhill side to the highest point (exclude chimneys)_____ft.
Foundation: full___ partial____ frost wall____slab____ columns____other_____

8) If structure is a dwelling, is it: (1) Year-round_____ (2) Seasonal_____

9) Will proposed structure be used as the applicant's dwelling or accessory to it?_____

10) If structure is a mobile home, what is the make?_____
year?_____**Where is it being moved from?** _____

11) If structure is a modular home, what brand?_____

12) Sewage disposal: Existing_____ Proposed_____
(If proposed, please include copy of Site Evaluator's report & design)

13) No. of existing dwelling units on property?_____

14) Is proposed project located in a floodplain, as identified on the Flood Insurance Rate Map?_____(If yes, have you applied for a Flood Hazard Development Permit?_____

15) Is proposed project located within a Shoreland Zone?_____ If so, and if the proposed project involves the expansion of an existing non-conforming structure, how many total square feet of existing and proposed floor area for all structures will be within:
(a) 25-75 feet of the normal high-water line of a waterbody or the upland edge of a wetland?_____
(b) within 75-100 feet of the normal high-water?_____

(OVER)

16) Do you need to construct a new driveway entrance onto a public or private road?_____
17) Type of water supply proposed?: Drilled well_____Dug well_____Spring_____Other_____
18) Type of heat proposed? _____
19) Does any part of this application require Planning Board approval?_____
If so, please give date of decision_____

Please draw a site plan sketch on a separate sheet of paper illustrating the lot configuration with dimensions, location of existing and proposed building(s) with distances from nearest lot line, road or right of way, water body, wetland, etc., location of septic system components, well, and areas to be cleared, filled or excavated. For projects which involve excavation or other soil disturbance, please note on the site plan or describe separately your plans for erosion control. For new development, including new driveways, describe how you intend to treat all new stormwater on site. If application is for a sign, indicate dimensions of sign, letter height and distance from center of road. If you need to construct a new driveway, please indicate the location of your proposed entrance.

SIGNATURE OF APPLICANT:

_____DATE:_____

Date application & fee received by Town Office:_____By:_____

FEE SCHEDULE: (Any construction, alteration, expansion, reconstruction, placement or relocation of a structure, (for which the *fair market value, materials & labor,* is at least $2,000), or new or change of use of property requiring a permit. This includes mobile and modular homes.
(SQ. FT. FEES BELOW BASED ON TOTAL FLOOR AREA OF NEW STRUCTURE OR EXPANSION, EXCLUDING UNFINISHED BASEMENTS.
RESIDENTIAL, INSTITUTIONAL & GOVERNMENT STRUCTURES: PRINCIPAL: $.10/sq.ft.,
ACCESSORY: $.05/sq.ft.
COMMERCIAL, INDUSTRIAL & PUBLIC UTILITIES STRUCTURES: PRINCIPAL $ .12.sq.ft.
ACCESSORY: $ .09/sq.ft.
In cases where there is no new square footage or square footage formula above cannot be otherwise applied:
Value of materials/labor $2,000--$4,999=$25.00
$5,000--$14,999 = $45.00
$15,000--$20,000 = $60.00 A fee of $3 shall be added for each additional $5,000 over $20,000 or fraction thereof) **Estimated value of this project: $**_____
AGRICULTURAL BUILDINGS (roofed structures intended for shelter associated with intensive agricultural activities) $.02/sq.ft.
NEW DRIVEWAY ENTRANCES ONTO PUBLIC OR PRIVATE ROADS: $25.00
NEW PRIVATE ROAD NAMING & SIGN INSTALLATION (E-911) : **$100.00**
CONSTRUCTION REVISIONS TO PERMITS ALREADY ISSUED: $25.00
FLOODPLAIN PERMITS: Minor: $25.00 Major: $50.00
CERTIFICATE OF OCCUPANCY PERMITS: No fee when the inspection is associated with an active building permit, otherwise the fee shall be $25.00.
SIGN OR USE PERMITS: $25.00
DEMOLITION PERMITS: $25.00
CEO & PLANNING BOARD RENEWAL FEES (ONE TIME, IF NO CHANGE IN PROPOSED PROJECT OR APPLICABLE REGULATIONS HAVE OCCURRED): **$25.00**
MINIMUM PERMIT FEE FOR ANY OF THE ABOVE: $25.00
ALL **EXTERNAL & INTERNAL PLUMBING PERMIT** AND **SEASONAL CONVERSION PERMIT** FEES ARE AS ESTABLISHED BY THE DIVISION OF HEALTH ENGINEERING---CONTACT LOCAL PLUMBING INSPECTOR FOR CURRENT APPLICABLE FEES.

IF ANY WORK, INCLUDING EXCAVATION, OR ANY USE IS BEGUN PRIOR TO OBTAINING THE REQUIRED PERMITS, A MINIMUM $100 PENALTY OR DOUBLE THE PERMIT FEE, WHICHEVER IS GREATER, SHALL BE CHARGED.