



# TOWN OF SABATTUS

CODE ENFORCEMENT OFFICE  
190 Middle Road • Sabattus, Maine 04280  
Phone: (207) 375-4331 ext 1105 • Fax: (207) 375-4104

Date received \_\_\_\_\_  
Building permit # \_\_\_\_\_  
MAP \_\_\_\_\_ LOT \_\_\_\_\_  
Permit Fee paid \$ \_\_\_\_\_  
Plumbing and/or Septic fee paid \$ \_\_\_\_\_  
Copy for Assessor \_\_\_\_\_  
Setbacks attached and signed \_\_\_\_\_  
Town Water/Sewer copy to front office \_\_\_\_\_  
Inspection Approval- \_\_\_\_\_

## Building Permit

You must complete a separate form for each proposed structure

IS THIS PROPERTY IN AN APPROVED SUBDIVISION? YES \_\_\_\_ NO \_\_\_\_

SUBDIVISION NAME (If applicable) \_\_\_\_\_

WAS THIS LOT CREATED IN THE LAST 5 YRS? YES \_\_\_\_ NO \_\_\_\_

WILL YOUR PROJECT DISTURB ONE OR MORE ACRES OF LAND? YES \_\_\_\_ NO \_\_\_\_

### SHORE LAND ZONING PERMIT

IS THE PROPERTY OR PROPOSED CONSTRUCTION LOCATED WITHIN 100 FEET OF  
A WETLAND, STREAM, RIVER, BROOK OR POND? YES \_\_\_\_ NO \_\_\_\_

PHASE II STORMWATER WATERSHED DISTRICT? YES \_\_\_\_ NO \_\_\_\_

**PROJECT ADDRESS** \_\_\_\_\_

**OWNER** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CONTRACTOR** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**PROJECT TYPE:** NEW ADDITION ALTERATION REPAIR

**Description of use:** \_\_\_\_\_

**Occupancy:** \_\_\_\_\_

**Estimated Cost of proposed work:** \$ \_\_\_\_\_

## **WORK DESCRIPTION**

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## **ALL APPLICATIONS FOR A PERMIT SHALL BE ACCOMPANIED BY CONSTRUCTION DOCUMENTS SHOWING:**

- 1. CONSTRUCTION DRAWINGS WITH SPECIFIC DIMENSIONS:** Architectural / Structural including a complete cross section of the building, Foundation plan and details, Floor plan, Elevations, Framing plan and details, Plumbing schematics and details, Truss/Rafter design, Electrical and Mechanical schematics and details. All plans must meet the minimum requirements of the MAINE UNIFORM BUILDING AND ENERGY CODE, MAINE STATE PLUMBING CODE AND NEC Current Edition.
- 2. PLOT PLAN:** Showing the proposed structure and any existing structures on site with all distances between structures and also distances to property lines. IF APPLICABLE: Delineation of FLOOD HAZARD areas, elevation of lowest floor including basement and an ELEVATION CERTIFICATE prepared by a registered design professional before work on a foundation can commence.
- 3. SPECIFICATIONS:** Specifications are written instructions discussing aspects of the construction that are not shown on the plans.
- 4. DOCUMENTATION OF THE APPLICANTS RIGHT, TITLE AND OR OTHER LEGAL INTEREST IN THE PROPERTY.**

**(Construction Documents in Pencil will not be accepted)**

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I further certify that I am the owner or the owner's authorized agent and that the proposed work is authorized by the owner. I understand that this application is not a permit to begin work and work shall not begin until the permit is issued by the building official, that I am responsible for calling for all required inspections, that work shall be accessible for inspection, that a final inspection, approval and Certificate of Occupancy is required prior to occupying this building. Fees are non-refundable. This permit application is only for the work described above. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
**PROPERTY OWNERS SIGNATURE**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AGENT'S SIGNATURE (if applicable)

\_\_\_\_\_  
DATE

1.) IT SHALL BE THE RESPONSIBILITY OF THE PERMIT HOLDER OR THE PERMIT HOLDER'S REPRESENTATIVE TO NOTIFY THE BUILDING OFFICIAL WHEN THE STAGES OF CONSTRUCTION REQUIRING INSPECTION ARE REACHED.

2.) A MINIMUM 24 HOURS NOTICE IS REQUIRED FOR ALL INSPECTION REQUESTS.

3.) WORK SHALL NOT BE DONE BEYOND THE POINT INDICATED IN EACH SUCCESSIVE INSPECTION WITHOUT FIRST OBTAINING THE APPROVAL OF THE BUILDING OFFICIAL. FAILURE TO REQUEST ANY INSPECTION WILL REQUIRE THE REMOVAL OF ANY CONCEALING MATERIALS TO DETERMINE CODE COMPLIANCE.

4.) ANY PORTIONS THAT DO NOT COMPLY SHALL BE CORRECTED AND SUCH PORTION SHALL NOT BE COVERED OR CONCEALED UNTIL AUTHORIZED BY THE BUILDING OFFICIAL.

**FOR OFFICIAL USE ONLY****CEO**

APPLICATION RECEIVED ON: \_\_\_\_\_ BP # \_\_\_\_\_

MAP \_\_\_\_\_ LOT \_\_\_\_\_

APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_

FEE \_\_\_\_\_ PENALTY FEE \_\_\_\_\_

**REQUIRED BUILDING INSPECTIONS:**

**NOTE:** Please give as much advance notice when requesting inspections. We require a **minimum of 24 hours notice.**

This is a general list which may vary depending on the projects scope of work. It is the **applicant's responsibility** to schedule inspections as required.

**Foundation inspection:** Inspection of the foundation shall be made after excavation and forms erected, reinforcing steel is in place and supported and **prior** to pouring concrete. The owner/builder will verify distance from property lines to footer prior to any concrete being poured. A **second inspection** is required **prior** to backfilling foundation to ensure proper dam proofing and proper backfill material.

**Flood hazard areas:** Inspection of the lowest floor elevation upon placement of the lowest floor including the basement and prior to further vertical construction. The elevation certification shall be submitted to the building official.

**Plumbing inspection:** Rough inspection of plumbing system shall be made prior to covering or concealment and prior to installation of fixtures or appliances.

**Frame and masonry Inspection:** Inspection of framing and masonry construction shall be made after the roof, masonry, all framing; fire stopping, draft stopping and bracing are in place.

**Insulation inspection:** Inspection of the insulation shall be made prior to covering or concealment and a certificate shall be completed by the builder listing the predominant R-values of insulation installed in or on the ceiling/roof, walls, foundation (slab, basement wall, crawlspace wall and/or floor) and ducts outside conditioned spaces.

**External Wastewater System (Septic or Sewer):** Two Inspections of the septic system are required. 1) Inspection of the bed bottom for scarification. 2) prior to backfilling.

**Fire resistance rated construction inspection:** Where fire resistance rated construction is required between dwelling units or due to location on property, the building official shall require inspection of such construction after all lathing and/or wallboard is in place, but before any plaster is applied, or before wall board joints and fasteners are taped and finished.

**Final Inspection:** Final inspection shall be made by the building official after the permitted work is completed and prior to occupancy.

This is to certify that I have been informed of the required inspections and that is my duty as the permit holder to notify the building official that such work is ready for inspection. I am also aware that work shall not be done beyond the point indicated in each successive inspection without obtaining the approval of the building official. If I fail to comply, I am aware that it is a violation of the State Law and that I can be fined for not notifying and not complying with these requirements.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**INFORMATION NEEDED FOR NEW BUILDINGS**

Plumbing Permit  
SEPTIC SYSTEM DESIGN  
Bill of Sale  
Sales or property Tax Receipt  
Driveway Permit  
SIGNED ROAD MAINTENANCE AGREEMENT  
(PRIVATE ROADS ONLY)

**APPLICABLE CODES:**

2009 INTERNATIONAL BUILDING CODE  
2009 INTERNATIONAL RESIDENTIAL CODE  
2009 INTERNATIONAL EXISTING BUILDING CODE  
2009 INTERNATIONAL ENERGY & CONSERVATION CODE  
ASHRAE STANDARDS 62.1, 62.2 & 90.1  
ASTM E 1465-08  
2009 UNIFORM PLUMBING CODE  
NFPA 54, NFPA 1, NFPA 101, NFPA 96, NFPA 90A, NFPA 31,  
NFPA 211, NFPA 30, NFPA 70 – Current Edition



## Minimum Lot Size and Set Backs

1. Lots served by the public sewer system shall be 20,000 square feet with a minimum road frontage of 100 feet.
2. Lots located over an aquifer delineated on the Sand and Gravel Aquifer Maps produced by the Maine Geological survey and not connected to the public sewer system shall be a minimum lot size of 80,000 square feet.
3. The minimum lot size shall be 40,000 square feet with a minimum road frontage of 200 feet
4. Set Backs. All building shall be set back at least 25 feet from the right of way and not less than 10 feet from an adjoining lot line.
5. On the back of this form, please draw a detailed description of the property line setback of nearby property lines and roadways, and of the subject that will be built
6. Please sign and acknowledge you have received a copy of these setbacks you will comply, and are aware that any new construction is subject to these guidelines.  
Please Sign/Date

DATE -



# TOWN of SABATTUS

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## Town of Sabattus Address Permit Application:

☐

New Address

☐

New Road

☐

New unit or Apartment

Road name or Unit Number

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Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_

Map: \_\_\_\_\_ Lot \_\_\_\_\_

Reason for New address or Update:

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For office use only:

New

Address \_\_\_\_\_  
\_\_\_\_\_

Date Established: \_\_\_\_\_

Comments:

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Approval date: \_\_\_\_\_

Officials Signature: \_\_\_\_\_

Copy to: Post Master, Homeowner, Public Works, Tax Assessor

