

TOWN OF WATERFORD

366 Valley Road • Waterford, Maine 04088
(207) 583-4403 • Fax (207) 583-6433
ceo@waterfordme.org • www.waterfordme.org

BUILDING PERMIT APPLICATION

Date _____

Name of Owner of Record _____

Present address of owner _____

Address of building _____

Name of person submitting this notification (if different) _____

Mailing Address of Applicant (if different) _____

MAP# _____ LOT# _____ Phone # _____

Anticipated beginning date of construction _____ e-mail _____

Note: Permit is good for one year from issuance. Refer to Land Use Ordinance for details.

Check what is being built:

House	Garage	Deck	<i>If applicable</i> Mobile Home (Please give Year, Make & Model) YEAR: MAKE: MODEL/SER. #:
Addition	Shed	Barn	
Porch	Pool	Other _____	

1. If the structure is a new dwelling, include a copy of the plumbing permit. If it represents a conversion from seasonal to year-round use, please document (include septic information).
2. If the structure to be built is within Waterford's Shoreland Zoning Ordinance, refer to the Shoreland Zoning Ordinance and also fill out a Shoreland Zoning permit.
3. If the lot is on a seasonally maintained town road, snow will not be plowed in the winter.
4. New driveway entrances require a permit. For entrances onto Rt. 35, 37, 118 or the Sweden Road use the MDOT permit application, and the Town application for entrances onto a town road.
5. If the structure is intended for commercial use, Planning Board review will be required. (Refer to the Site Plan Review Ordinance).

SETBACK

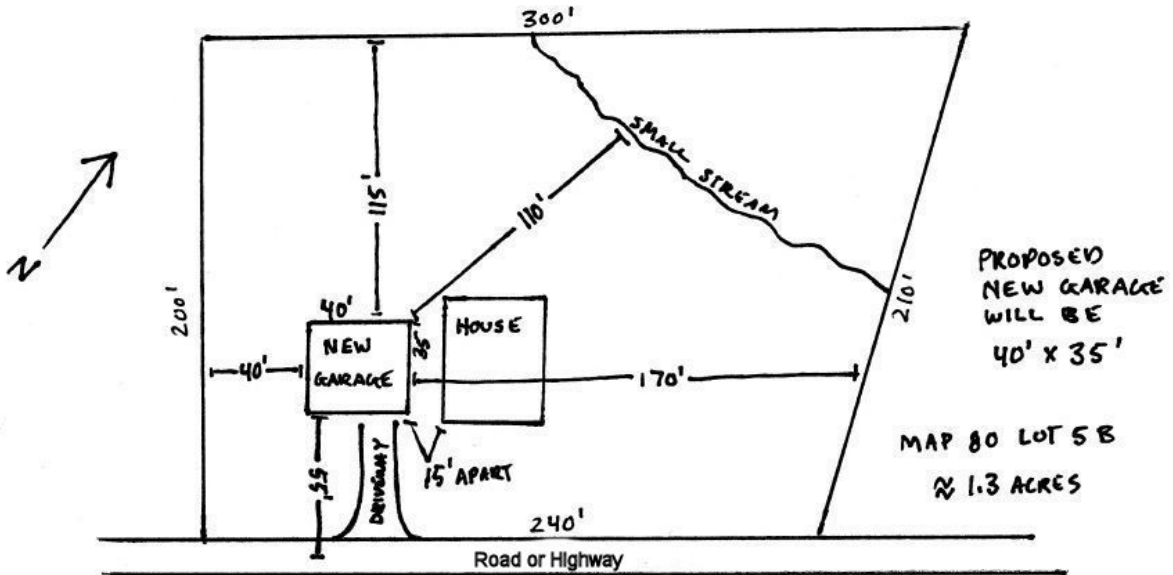
Structures must be at least 25 feet from boundary lines and road right-of-ways (50' in subdivisions). If you do not know the location of the ROW line of a town road, assume it is at least 33' from the center.

NEW DWELLING

If this is a new dwelling, attach a copy of the plumbing permit. Road frontage for a single family residential structure is 150 ft. Minimum lot size is 1 acre. Maximum height of building is 35 Ft. For structures to be built under Waterford's Shoreland Zoning Ordinance, please attach the Waterford Shoreland Zoning permit. All permits must comply with the Flood Plain Management regulations.

SKETCH

Attach a description of the structure on the next page or attach a separate sheet using the example below. Sketch the structure giving accurate dimensions, including, the lot size, where the structure is to be built and distances from other buildings, property lines, roads, driveways, etc. Indicate north.



All applications can be held for review for 35 days. A copy of the permit will be given after the \$25 fee is collected as well as \$1 per \$1,000 of the estimated cost including materials and labor over \$2,000. If shoreland zoning approval has already been given, then only the \$25 fee applies. Any false information submitted in the application may result in a penalty and possible fine. If you need assistance with this application, please contact the Code Enforcement Officer. Incomplete permits will not be signed.

E. Expiration of Permit

Following the issuance of a permit, if no substantial start is made in construction or in the use of the property within one year of the date of the permit, the permit shall lapse and become void and all fees forfeited to the Town of Waterford. Substantial Start is defined as: *Completion of at least 30% of a permitted structure or use measured as a percentage of the total estimated cost.*

Signature of Applicant _____ Date _____

Signature of Owner of Record (if different) _____ Date _____

Estimated cost of project _____

Approved Denied \$ Fee _____ Pd

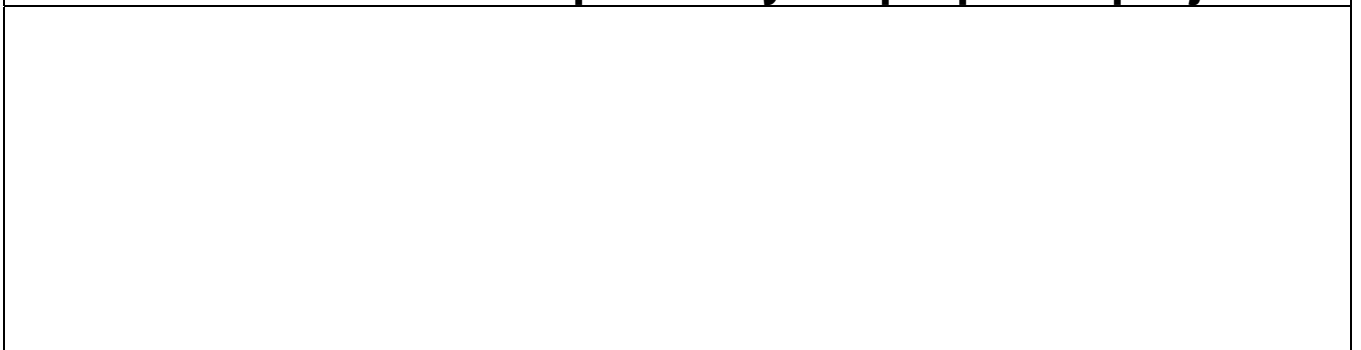
Signature of CEO _____ Date _____

Sketch

(See instructions previous page – provide bird's eye view
You can insert a picture of your sketch here, if preferred)



Provide a brief description of your proposed project



Refer to the Land Use Planning Ordinance

(Effective March 4, 2006)

Do you meet the following minimum and maximum requirements when applicable?	
Minimum lot size (43,560) — 1 acre	Street frontage — 150 ft
Front, rear and side setback — 25 ft	Driveway setback — 10 ft
Roadside setback is 25 feet from the edge of the right-of-way	Max. Height = 35 feet

PLEASE CHECK WHICH OF THE DEFINITIONS PERTAIN TO YOUR APPLICATION.

/ Accessory Structure: A structure of a nature customarily incidental or subordinate to that of the principal structure or the primary use to which the premises are devoted.

/ Backlot: Any lot or parcel of land that does not have frontage on a public or private street or lacks the required frontage as required in Section 8.B

/ Duplex: A structure containing two dwelling units.

/ Multi-Unit Dwellings: A structure containing three or more dwelling units being designed exclusively for residential use and occupancy.

/"ECHO" Unit: A small residential living area (not more than 600 square feet of floor area) contained in a structure placed or constructed to the side or rear of an existing single-family dwelling to be occupied by one or two people who are (a) age 62 or older or (b) disabled, and who benefit from living close to the family.

/ Expansion of a Structure: An increase in the floor area or volume of a structure including all extensions such as, but not limited to attached: decks, garages, porches and greenhouses.

/ Nonconforming Lot: A single lot of record which, at the effective date of adoption or amendment of this Ordinance, does not meet the area, frontage, or width requirements of the district in which is it located.

/ Nonconforming Structure: A structure which does not meet any one or more of the following dimensional requirements; setback, height, or lot coverage, but which is allowed solely because it was in lawful existence at the time this Ordinance or subsequent amendments took effect.

/ Nonhabitated Accessory Structure: A structure which is incidental and subordinate to the principal use or structure which is not considered a dwelling unit.

/ Principal Structure: A building other than one which is used for purposes incidental or accessory to the use of another building or use on the same premises.

/ Residential Dwelling Unit: A room or group of rooms designed and equipped exclusively for use as permanent, seasonal, or temporary living quarters for only one family. The term shall include mobile homes.

/ Separate House Keeping Unit: a room or group of rooms designed and equipped exclusively for use as living quarters for one family including independent provisions for living, cooking and eating.