



**Town Of Durham**  
**630 Hallowell Road**  
**Durham, Maine 04222**

*Incorporated 1789*

Clerk's Receipt # \_\_\_\_\_

**durhammaine.gov**

**Tel: 207-353-2561**

**Fax: 207-353-5367**

**BUILDING PERMIT APPLICATION**

**(ACCESSORY BLDGS, REMODELING OR DEMOLITION)**

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Property Owner's Name: \_\_\_\_\_

Location of work to be done: \_\_\_\_\_

Mailing Address: (same as above ) \_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Type and Description of Construction: \_\_\_\_\_

**Use** (Must Check one):  Residential  Accessory  Commercial  Industrial  Institutional  Other: \_\_\_\_\_

| Dimensions  | Construction Information                        | Setbacks in feet               |
|---|---|--------------------------------|
| Home 1 <sup>st</sup> Floor    ___ X ___ = sq ft ___ | Foundation Type: _____                          | From any ROW            _____  |
| Home 2 <sup>nd</sup> Floor    ___ X ___ = sq ft ___ | Number of Bedrooms: _____                       | Side Lot Line            _____ |
| Garage            ___ X ___ = sq ft ___             |   | Rear Lot line            _____ |
| Deck/Porch        ___ X ___ = sq ft ___             |   | Any waterbody        _____     |
| <b>Total</b> _____ (sq ft)                          |   |                                |
|   | <b>Approx total value of completed project:</b> | <b>\$</b> _____                |

**Mobile Home Information**

Make / Model / Year \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Serial Number \_\_\_\_\_

**Foundation Information:**

Footings Size: \_\_\_\_\_ Footings Specs (rebar, etc.): \_\_\_\_\_

Wall Thickness: \_\_\_\_\_ Wall Specs (rebar, etc.): \_\_\_\_\_

Slab Thickness: \_\_\_\_\_ Other: \_\_\_\_\_

**General Contractor:** \_\_\_\_\_

**Gen. Contractor's Phone:** \_\_\_\_\_ txt avail  **E-Mail:** \_\_\_\_\_

**Energy Information:**

Exterior Wall Insulation Value: \_\_\_\_\_ Type of Insulation: \_\_\_\_\_

Floor Joist or Slab Insulation Value: \_\_\_\_\_ Type of Insulation: \_\_\_\_\_

Ceiling Insulation Value: \_\_\_\_\_ Type of Insulation: \_\_\_\_\_

RES Check? Yes  No  Other Insulation: \_\_\_\_\_

**Material & Construction Information:**

Floor Joist or Floor Truss? (Circle One) Size: \_\_\_\_\_ Spacing: \_\_\_\_\_

Walls – Exterior Stud Size: \_\_\_\_\_ Spacing: \_\_\_\_\_

Interior Stud Size: \_\_\_\_\_ Spacing: \_\_\_\_\_

Ceilings/Roof – Truss or Rafter (Circle One) Sheathing Thickness/Material: \_\_\_\_\_

Construction Type: Stick Built  or Modular  or Manufactured (HUD)  or Other \_\_\_\_\_

**Other Information:**

Heating System: \_\_\_\_\_ Fuel Type: \_\_\_\_\_ Chimney: Yes  No


Water Source: Drilled Well  Dug Well  Electric Amps: \_\_\_\_\_ Siding Type: \_\_\_\_\_

Roofing Covering: \_\_\_\_\_

**Commonly Missed Codes – All new traditionally-built houses must contain/comply with:**

- Passive radon mitigation system (or better) – Section AF103 of 2015 IRC Code
- Frost protected foundations (unless a listed exception) – Section R403 of 2015 IRC Code
- Proper ventilation – ASHRAE 62.2 Compliance for Maine Builders
- Ground snow load (GSL) of 80 lbs. – 2015 Mainly Trusses Advisory Report
- Some exceptions may apply to modular and manufactured housing

I certify that the information contained in this application and any related submissions to be true and accurate to the best of my knowledge. I understand that I am responsible for the compliance of all applicable town, state and federal regulations and that failure to comply may result in the imposition of fines, legal fees, and the abatement of any violations to include abandonment of use and occupancy and corrective actions such as the removal or modification of improvements if setbacks or other requirements have not been met and satisfied. I understand that this is an application and that I shall not begin any improvements until the appropriate permit(s) is/are issued nor will I make use of the improvements without first having obtained an occupancy permit. I further understand that any associated plumbing and electrical to be undertaken in connection with this request requires separate permits. **In addition, I understand that if this project involves the creation of a new lot, or a subdivision, as defined in Title 30 – MRSA, Section 4401(4), as amended, has not been created without first obtaining the required approval.**

 **Property Owner’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*\* Required Documents \*\***

1. **Floor Plan:**
  - a) Include floor plan of existing structure as well as new construction for alterations and additions.
  - b) Detail removal of all partitions and sizing of any new structural beams.
  - c) Detail any new walls or permanent partitions.
2. **Cross Sections:** with material descriptions of rise/run, head room, guards/handrails, baluster spacing.
3. **Window and door schedules:** (indicate egress windows 5.7 sq ft clear openable area, clear width of 20”, height of 24”)
4. **Foundation plans:** soil type, footer dimensions, foundation wall dimensions.
5. **Deck Construction:** pier layout, framing, fasteners, guards, and stair dimensions.
6. **Plot plan:**
  - a) Shape & dimensions of the lot
  - b) Footprint of existing and proposed structure distance from property lines
  - c) Other structures (e.g. decks, porches, sheds, pools, garages)
  - d) Location & dimensions of parking areas and driveways
  - e) Subsurface Wastewater Disposal System Application (for any project increasing the number of bedrooms or design flow within the structure)
7. **Right, Title or Interest:** of the property the project will occur. (Deed, Letter of Authorization, Lease, etc.)

*(To be filled out by Staff)*

Total Acres: \_\_\_\_\_ Zoning District: \_\_\_\_\_

|                                  |  |                          |  |
|----------------------------------|--|--------------------------|--|
| • Is in the 100 year Floodplain: | <input type="checkbox"/> No <input type="checkbox"/> Yes | Use is allowed           | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| • Resource Protection:           | <input type="checkbox"/> No <input type="checkbox"/> Yes | Approval allowed by CEO? | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| • Shoreland Zone:                | <input type="checkbox"/> No <input type="checkbox"/> Yes |                          |  |
| • Aquifer Protection             | <input type="checkbox"/> No <input type="checkbox"/> Yes |                          |  |
| • USE Change?                    | <input type="checkbox"/> No <input type="checkbox"/> Yes |                          |  |

Admin Fee \_\_\_\_\_

Permit Fee: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

Other \_\_\_\_\_

Total : \_\_\_\_\_