



Town of South Berwick

180 MAIN STREET
 SOUTH BERWICK, MAINE 03908-1535
 TEL. 207-384-3300
 FAX: 207-384-3303

Building Permit Application - New Dwelling

House, Dwelling, Commercial & Residential

Assessing Account # _____

1. Property Owner	2. Phone	3. Email
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4. Property Owner Signature:	5. Date:	
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6. Owner's Mailing Address

7. Property Address	8. Map & Lot	9. Zone ___ R1 ___ R1-A ___ R2 ___ R2-A ___ R3 ___ R4 ___ R5 ___ B1 ___ BR ___ I1 ___ I2 ___ Shoreland ___ RP ___ Flood Hazard ___ AP
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10. Contractor	11. Contractor's Address	12. Contractor's Phone
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13. Project Description: (Provide Sketch) Residential <input type="checkbox"/> Commercial <input type="checkbox"/> New <input type="checkbox"/> Remodel <input type="checkbox"/> Addition <input type="checkbox"/> Mobile Home <input type="checkbox"/> Shed <input type="checkbox"/> Pool <input type="checkbox"/> Demo <input type="checkbox"/>	14. Construction Cost (Attach quote, if needed) _____
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15. Additional Description (Include all dimensions)
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16. Number of Stories Present _____ Proposed _____	17. Height of Building Present _____ Proposed _____	18. Number of Bathrooms Present _____ Proposed _____	19. Number of Bedrooms Present _____ Proposed _____
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20. Present System is Approved For: ____ Bedrooms	21. Water Supply Type Private <input type="checkbox"/> Public <input type="checkbox"/>	22. Sewage Disposal Type Private <input type="checkbox"/> Public <input type="checkbox"/>	23. Usage Year-Round Use <input type="checkbox"/> Seasonal Use <input type="checkbox"/>
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24. Additional Permits, Approvals, and Inspections Required

- Internal Plumbing
 Septic /HHE, 200
 D.E.P.
 E.P.A.
 Shoreland
 Roadway/Driveway Opening
 Culvert
 Planning Board
 Appeals Board
 _____ Local
 _____ State

PROPERTY INFORMATION

25. Road Frontage _____ ft. <input type="checkbox"/> Non-Conforming	26. Is there more than one use existing on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No Use: _____ <input type="checkbox"/> Non-Conforming
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27. Setbacks _____ Front Side Rear	28. Number of dwelling units presently on the lot _____
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29. Lot size (either in sq. ft. or acres) _____ <input type="checkbox"/> Non-Conforming	30. Total sq. ft. of all buildings Present _____ Proposed _____
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31. Lot coverage (in percent) Present _____ Proposed _____ Zone % _____		
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Building Permits do not include SWWD or internal Plumbing Permits.
 Building Permits are valid for **ONE** year.
 Any false information may invalidate a Building Permit and result in a Stop Work Order.

Office Use Only

Permit No. _____ Approved By _____

Issue Date _____ Permit Fee _____

Office Notes: _____

Building Permit Application Submittal

New Structure

- Fully executed Building Permit Application (if you need help finding your Map/Lot/Zone, please ask)
- Copy of Deed (if applicable)
- Plot Plan with appropriate setbacks indicated for the Zone
- Construction detail (foundation, elevations, cross section, floor plans, window and door schedules, plumbing)
- 3 copies of SWWD Application
- Sheds (if prefab, include copy of plans & invoice)
- Spec sheets for LVLs and engineered trusses
- Value of project (all inclusive)
- Water District and Sewer District Notifications

Renovations

- Demolition Permit and explanation of full renovation project required
- For structural changes, plans are required
- Value of project (all inclusive)

Commercial

- Planning Board approval required before issuance of an permit (except demolition (attach copy of Findings of Fact))
- DEP or FEMA permits (if applicable)
- State Fire Marshal's Construction Permit (if applicable)
- **See New Structure above**

Applications must be signed by the Property Owner unless there is an agent acting on their behalf. A letter of authorization must be attached and signed by the Property Owner granting the agent permission to act on the Property Owner's behalf.

Plan reviewer may request additional information at any time.

Building Permit Fees

Category	Cost	Category	Cost
All New Residential Structures (to include homes & addition to living areas)	\$0.50 per sq ft	Demolition of Buildings	\$100
All Unfinished Accessory Residential Structures (including decks, porches, garages, barns & sheds)	\$0.25 per sq ft	Special Use Permit	
		Minor Home Occupation	\$25
		All Others	\$50
Swimming Pools (must be fenced)		Minimum Permit Fee	\$25
Above-ground	\$50		
In-ground	\$200		
Commercial/Retail (per story)	\$0.30 per sq ft	Renovation	\$9 per \$1,000 of Construction Costs
Institutional	\$0.50 per sq ft	Decks, Porches	\$0.28 per sq ft
Industrial	\$0.50 per sq ft	Telecommunication Structures	\$6 per \$1,000 of Construction Costs
Signs			
Home Occupation or Replacement	\$25		
Exterior	\$50		