



Department of Planning & Development
 City of South Portland
 496 Ocean Street
 South Portland, Maine 04106
 (207) 767-7603

BUILDING PERMIT APPLICATION

For Office Use:

Date: _____ Fee Paid: _____ Map: _____ Lot: _____ Zoning District: _____

Application #: _____ Permit #: _____ Date Issued: _____

Type of Work: New Structure Alterations Change of Occupancy Installation Change of Land Use Interior Demolition

PROJECT ADDRESS: _____ **TYPE OF OCCUPANCY:** COMMERCIAL DWELLING (SINGLE) DWELLING (MULTI)

OWNER NAME: _____ OWNER ADDRESS: _____

OWNER PHONE: _____ OWNER EMAIL: _____

CONTRACTOR NAME: _____ CONTRACTOR ADDRESS: _____

CONTRACTOR PHONE: _____ CONTRACTOR EMAIL: _____

TENANT NAME: _____ TENANT EMAIL: _____

PROJECT CONTACT NAME: _____ PROJECT CONTACT EMAIL: _____

BRIEF DETAIL OF PROPOSED WORK:

ESTIMATED COST OF WORK (INCLUDING LABOR & MATERIALS): \$ _____ **NOTE: RATE BASED ON \$15 PER \$1000 – MINIMUM FEE FOR ALL BUILDING PERMITS IS \$25**

PRESENT USE OF LAND AND BUILDINGS: _____ PROPOSED USE OF LAND AND BUILDINGS: _____

PARKING SPACES: PRESENT NUMBER: _____ PROPOSED NUMBER: _____

WETLANDS: YES NO SHORELAND: YES NO FLOODPLAIN: YES NO

SEWER IMPACT FEE: _____ PLANS PRESENTED: _____ SURVEY PRESENTED: _____

ADDITIONAL CONTRACTOR INFO: ELECTRICAL: _____ PLUMBING: _____ DRIVEWAY/CURB CUT: _____

MECH/HEAT: _____ SPRINKLER: _____ SIGNS: _____

NOTE: SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, ELECTRICAL, HEATING, SPRINKLER, SIGNS, DRIVEWAY/CURB CUT AND MECHANICAL SYSTEMS.

No building hereafter erected shall be occupied or used, in whole or in part, until a Certificate of Occupancy has been issued by the Building Inspector certifying that such building conforms to the provisions of this ordinance. Construction or work for which a permit is required is subject to inspection by the City Building Inspector and shall remain accessible and exposed for inspection until approved. It is the responsibility of the owner or contractor to contact the City Planning and Development Office to schedule the required inspections. I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all City ordinances and State laws regulating building construction. Work will not begin until the building permit card is posted.

SIGNATURE OF APPLICANT/AGENT: _____ DATE: _____

BUILDING INSPECTOR: _____ DATE: _____