

TOWN OF CUTLER

BUILDING PERMIT APPLICATION

****NOTICE – ALL BUILDING PERMIT APPLICATIONS MUST BE SUBMITTED TO THE TOWN OFFICE. ALL APPLICATIONS MUST BE ACCOMPANIED BY THE APPROPRIATE FEES WHEN SUBMITTED.**

****This application MUST include:**

- * Your current mailing address and phone number.
- * Your Tax Map and Lot Number.
- * Your proof of ownership (a copy of your deed or current tax bill).
- * A sketch of the proposed construction with all of the following that apply: lot dimensions, property lines, names of abutting landowners, location of well, septic tank, leach field, road frontage and water frontage. (Submission of blueprints and floor plans are optional.)
- * Show the location of the structure by measurement from a stationary landmark (road edge or center, utility pole, existing structure, etc.)
- * Your HHE-200 / Septic design. (If applicable.)
- * Erosion and Sedimentation Control Plan filled out and signed.

****Please note: Incomplete applications will be tabled until all information is received.**

THE FEES ARE AS FOLLOWS:

FOR RESIDENTIAL STRUCTURES: 1 – 100 sq ft - \$25.00 / over 100 sq ft - \$.25 per sq ft

FOR ACCESSORY/ NON-RESIDENTIAL STRUCTURES: \$.20 per sq ft

FOR COMMERCIAL STRUCTURES: \$.35 per sq ft

TO TEAR DOWN ANY EXISTING STRUCTURE, FOR CHANGE OF USE, ETC. -- NO FEE

**** The Planning Board & CEO wish to remind residents that NO New Construction or Demolition (tear down) shall start until a permit has been approved. The AFTER THE FACT FEE / FINE for the start of ANY construction or demolition without approval is \$100.00.**

PLANNING BOARD MEMBERS: MARK PRESTON
TREVOR JESSIMAN
ABBIEY JESSIMAN
MARK SMITH
RENEE PATTERSON

CEO AND PLUMBING INSPECTOR – KEVIN BRODIE – 263-4243

Cutler Board of Assessors

Notice to Property Owners

The Board of Assessors and our Assessing Agent review all planning board permits approved on or before April 01st of each year. All approved construction will be added to your tax bill, unless we are notified that the construction has **NOT** been completed. It is your responsibility to declare all property changes, additions or deletions. All declarations must be filed in writing with the Town Office by April 01st of each year. If the Board of Assessors pick up information from your permit and add it to your tax bill, it will not be abated if you did not notify us in writing that the construction was not finished. If in doubt, or with any questions, please call any of your Assessors, our Assessing Agent or the Town Office.

APPLICATION FOR BUILDING PERMIT

PLEASE
PRINT:

Name: _____ Phone # _____

Mailing: _____

Address: _____

Type of Application: (check one)

Residential _____

Commercial _____

Non Residential _____

Change of Use _____

Alteration _____

Tear Down _____

Physical location of Proposed Construction: _____ **Map # _____ Lot # _____

Application is hereby made for permission to: Build, Alter, Tear Down, Enlarge or Locate the following structure or mobile home for the following purpose: **(Please be specific)**

****Please be sure your application includes all of the following: (Incomplete applications will be tabled.)**

- * Your current mailing address and a phone number. ____
 - * Your Tax Map and Lot Number. ____
 - * Your proof of ownership (a copy of your deed or your current tax bill). ____
 - * **A sketch of the proposed construction with all of the following that apply: lot dimensions, property lines, names of abutting landowners, location of well, septic tank, leach field, road frontage and water frontage.** (Submission of blueprints and floor plans are optional.) ____
 - * Show the location of the structure by measurement from a stationary landmark (road edge or center, utility pole, existing structure, etc.) ____
 - * Your HHE-200 / Septic design. (If applicable.)
 - * Erosion and Sedimentation Control Plan **filled out and signed.** ____
-

Contractor's Name and Address:

Proposed Structure Information:

1 Story _____
1 1/2 Story _____
Mobile _____
Other _____ (Please Specify)
Commercial _____ (Please Specify Type of Business)

Structure Size (sq. ft.) _____

Proposed height of structure _____

Type of Building: Wood _____ or Metal _____

I hereby declare that the above information is, in my knowledge, correct.

Applicant's Signature

Date

Please note: The following are restrictions which apply to approved building permits for the purpose which you have applied:

1. All building permits expire 2 years from the date of approval. (unless extended by the Planning Board.)
2. Any future plans to convert from present use to commercial are subject to the approval of the Planning Board.
3. All significant changes must be approved by the Planning Board.
4. Any future additions or substantial changes must be approved by the Planning Board.
5. After completion of project, inspection will be done to assure that the construction conforms to the original plan submitted.
6. All residential permits should be accompanied by a soil test by a registered scientist and a permit from the State Certified Plumbing Inspector: Kevin Brodie (Phone # 263-4243)
7. Rights given to an individual through issuance of a building permit are not transferable to another individual.

I understand the restrictions presented above and realize that any non-compliance can result in the levying of fines ranging from \$100 to \$2,500 per day per violation. I hereby agree to abide by any conditions set forth by the Planning Board.

Applicant's Signature

Date

To be completed by the Town Clerk:

DATE RECEIVED: _____ AMOUNT RECEIVED: _____ INITIALS: _____

****Soil and Erosion Control Plan****

Name

Date

Street Address

Town, State, Zip

_____ ****THIS DOES NOT APPLY**

To: Planning Board*
Town of Cutler
PO Box 236
Cutler, Me 04626

1. I, the above named applicant, do hereby propose to move some soil in conjunction with my permit application.

2. The application is for: _____

3. I certify that the soil will be replaced as backfill towards the structure, and any exposed soil will be seeded with grass seed and covered with hay.

4. If there is an excess of runoff water concerning my project, I will place bales of hay so that no additional soil will go directly into a water supply.

Signature of Applicant

Date

** Please note: To be used with Residential and Alterations/Non-Residential Applications only. Commercial permits will require a licensed Soil Scientists' plan.