



TOWN OF VASSALBORO

P.O. Box 129
N. Vassalboro, Maine 04962
(207) 872-2826
Fax (207) 8725414

TOWN OF VASSALBORO: BUILDING PERMIT APPLICATION

Date Received: _____

Permit No: _____ Fee: _____ MUBEC Fee: _____ Map/Lot: _____

I. PROPERTY & APPLICANT INFORMATION

- Property
Address: _____
- Owner Name: _____ Phone: _____
- Applicant Name (if different): _____ Phone: _____
- Authorization: Owner is Applicant | Contractor/Agent (Letter of Authorization REQUIRED)
- Right, Title, or Interest (RTI): Deed attached | Lease/Purchase Agreement attached

II. ACCESS & E-911 ADDRESSING

- Entrance Status: Existing | New/Modified Requested (Must be approved by Road Comm/DOT)
- Road Type: Town Road | State Road (Route 3, 32, 201, etc.) | Private Road
- E-911 Addressing: Existing: _____ | New Required (Assigned AFTER permit)

III. PROJECT DESCRIPTION

- Work Type: New Construction | Addition | Alteration/Renovation | Repair
 Demolition
- Structure Type:
 - Single Family Home, Total No. of Bedrooms: _____
 - Multi-Unit — No. of Units: _____
 - Commercial / Business — *Subject to Planning Board Site Review*
 - Accessory/Garage | Tiny Home | Mobile Home (Year/Make: _____)
- Details: _____

- Estimated Cost: \$ _____

- Soil Disturbance: Estimated area of total ground disturbance (sq. ft.): _____

IV. UTILITIES & PLUMBING

- Water Supply: Private Well Public Water (East Vassalboro Water District)
- Sewage Disposal: Public Sewer (Vassalboro Sanitary Dist.) Private Septic (HHE-200 attached)
- Internal Plumbing: Does this project include new or modified internal plumbing? YES NO
 - *Note: If YES, a separate Internal Plumbing Permit must be obtained from the LPI.*

V. ZONING & ENVIRONMENTAL

- Shoreland Zone: OUTSIDE WITHIN (If within, include Shoreland Zoning Application)
- Wellhead Protection Zone: OUTSIDE WITHIN
 - *If WITHIN, check all that apply:* Fuel/Chemical Storage Home Occ w/ Hazardous Materials
- Planning Board Review: Does this project require Site Review or Subdivision approval?
 Yes No
- Proposed Setbacks: Front: _____ ft Rear: _____ ft Side (L): _____ ft Side (R): _____ ft
- Max Building Height: _____ ft % of Lot Coverage: _____ %

VI. REQUIRED SUBMITTALS (ALL MUST BE ATTACHED)

1. Scaled Site Plan: Showing all property lines, existing/proposed structures with setbacks, well/septic location, and driveway entrance.
2. Construction Plans: Detailed floor plans, elevations, and structural cross-sections.
3. MUBEC 2021 Path: Prescriptive (Zone 6) REScheck/COMcheck Report Attached.
4. HHE-200 Form: Required for all new or expanded septic systems.
5. Authorization Letter: Required if the applicant is not the property owner.

VII. ENERGY & BUILDING CODES (MUBEC 2021)

- Prescriptive (Zone 6) REScheck / COMcheck (Report attached)
- *Note: Blower Door Test results required prior to Certificate of Occupancy.*

VIII. REQUIRED INSPECTIONS

The applicant MUST notify the CEO to schedule the following milestones:

1. Foundation/Setback: Before pouring concrete (to verify property lines).
2. Framing/Rough-in: Before insulation or drywall.
3. Insulation/Energy: To verify MUBEC compliance.
4. Final Inspection: Prior to use or move-in. Certificate of Occupancy is required.

VIII. ACKNOWLEDGMENT & SIGNATURE

I certify the information is correct. I understand Electrical Permits are through the State. I will notify Dig Safe (811). Note: CEO may require a survey if pins are not visible at foundation inspection.

Applicant Signature: _____ **Date:** _____

OFFICE USE ONLY – ROUTING & APPROVALS

- Road Commissioner: Date Sent: _____ [] Approved [] Denied Date: _____
- Planning Board: [] Site Review Approved [] N/A | Date: _____
- LPI Action: [] Internal Plumbing Permit Issued Permit #: _____
- CEO Action: [] Approved [] Denied

CEO Signature: _____ Date: _____