

Town of Searsmont

Building Permit Application



If you have any questions about whether your building project needs a building permit or if you need help filling out this building permit, please call or visit the Searsmont Town Office and ask to speak with the Code Enforcement Officer. Depending on the size and scope of your project you may also need other permits. The Code Enforcement Officer and/or Planning Board can assist you. Please contact the town before starting any work on your project. You must get a permit to build any structure greater than 100 square feet and/or higher than 16 feet, or there will be a late fee.

Links to frequently asked questions:

[Searsmont Town Office](#): address, phone number, and office hours

[Land Use Ordinance](#) (LUO):

Building Permit Requirements: Section 300 of the [Land Use Ordinance](#)

Permit Expiration: Section 303.1.I of the [Land Use Ordinance](#)

Permit Extension: Section 303.1.J of the [Land Use Ordinance](#)

Table of Land Uses: Section 700 of the [Land Use Ordinance](#)

Permit Fees

Structures	Fee
Base Fee	\$50.00 plus one of the following
101-1,500 square feet	\$0.35 per square foot
1,501 square feet or greater	\$0.50 per square foot
Late Permit Penalty	4 times the permit fee
Structures within the shoreland zone (In addition to the fees above)	\$100.00 plus \$10.00 per 100sq. ft. of total floor area

Note: *There will be no fee for a permit to rebuild a structure destroyed by fire if the permit is requested by the same owner and the structure is rebuilt within the same footprint as the original structure.*

Fees Revised: January 12, 2021



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Property

Location (street address): _____

Tax Map Number: _____ Tax Lot Number: _____

Lot Area: _____ Acres / Square Feet (circle one)

Road Frontage (feet): _____ Shoreland Frontage (feet): _____

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Property Owner

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Contractor

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Project Information

Proposed Project Description: _____

Proposed Use: _____

Anticipated Start Date: _____

Is the lot in:	Yes	No
A recorded subdivision		
Shoreland zone		
Flood hazard zone		

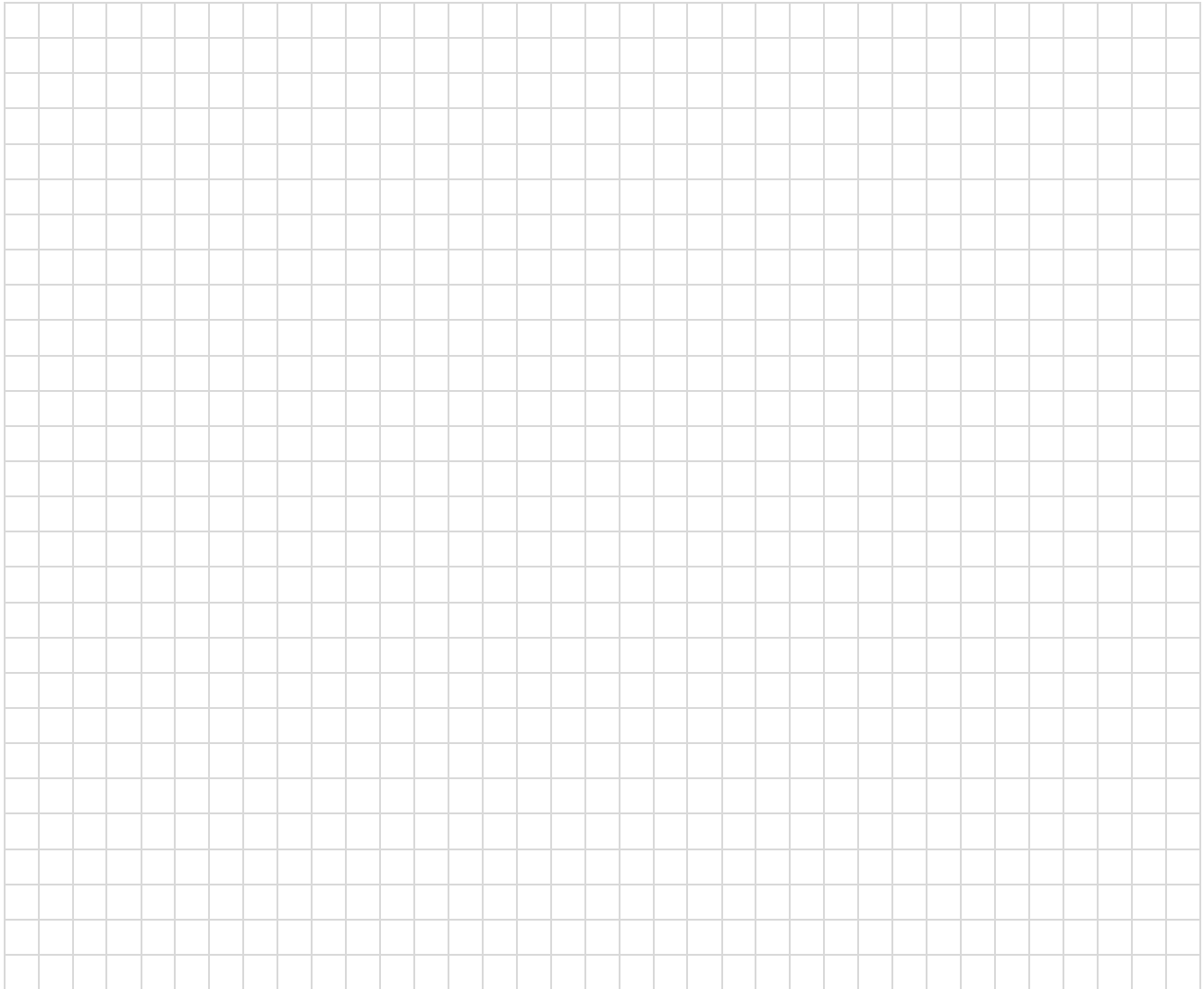
Required:	Yes	No
Driveway		
Interior plumbing		
Exterior plumbing		
New electric meter		
Alterations to existing structure		



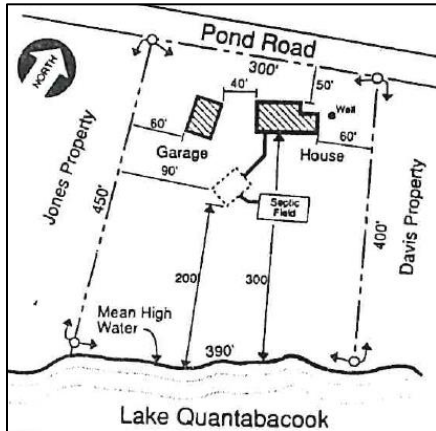
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Site Plan

Please provide an accurate sketch of your lot, the proposed project location, and floor plan. Attach additional figures or drawings, if necessary



Example Site Plan:



Please show all the following, when applicable. It is permissible to attach detailed plans from surveyors, engineers, and/or architects.

- Property lot lines and dimensions in feet
- Abutting property owners
- Public and/or private right-of-ways
- Location of existing and proposed structures
- Distances of new structures to lot lines in all four directions
- Dimensions of new structures, including roof overhangs
- Location of water supply and sewage system
- Area to be cleared of vegetation
- Area of cut, fill, and/or grading
- North arrow



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Owner / Applicant / Contractor Statement

I certify that the information submitted is true and correct to the best of my knowledge. All proposed uses will be in conformance with this application. It is further understood and agreed by the undersigned that they will comply with all existing ordinances of the Town of Searsmont and the State of Maine. Failure to do so is understood to be sufficient grounds for automatic revocation of any permit granted by reason of the application.

Applicant

Owner

Contractor

Staff Use Only

Date Application Received

Application Number: _____
(format: YYYYMMDD-Number)

Fee Amount: _____

Fee Paid: Yes: _____ No: _____

Application Decision: Approved: _____ Denied: _____

Decision Date: _____

If approved, the following additional conditions apply: _____

If denied, reason for denial: _____

Signature of Authorizing Authority: _____