

# TOWN OF STARKS

## APPLICATION FOR A BUILDING PERMIT

Copies of Ordinances can be found at:  
[www.starksmc.com/ordinances-and-other-town-documents](http://www.starksmc.com/ordinances-and-other-town-documents)

The undersigned Applicant applies for a permit to be issued based on information contained within this application. The Applicant hereby certifies that all information and attachments are true and correct, and that all ordinances of the Town and laws of the State will be complied with.

The Applicant will notify the Code Enforcement Officer when they are ready for the site visits and inspections. No work will be concealed until approved. Consent is given for the entry of authorized inspections until the project has received a final inspection for occupancy.

### For Official Use Only

Physical Address: \_\_\_\_\_

Map # \_\_\_\_\_ Lot# \_\_\_\_\_

Permit# \_\_\_\_\_

Date: \_\_\_\_\_ Fee: \_\_\_\_\_

Property Zoned As: \_\_\_\_\_

% of lot occu. by it \_\_\_\_\_

Subdivision: \_\_\_ Yes; \_\_\_ No

(Name: \_\_\_\_\_)

Entrance Permit # \_\_\_\_\_

Subsurface Permit # \_\_\_\_\_

Internal Permit # \_\_\_\_\_

Applicant's Name (Printed): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ ; Date: \_\_\_\_\_

### 1. Applicant:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ ; Email: \_\_\_\_\_

### 2. Owner: Check here if the owner is the same as applicant \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ ; Email: \_\_\_\_\_

### 3. Contractor:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ ; Email: \_\_\_\_\_

**4. Location of Property:**

E-911 Address: \_\_\_\_\_

(Town Property Tax Maps): Map #(s): \_\_\_\_\_; Lot #(s): \_\_\_\_\_

**5. Existing Use of Property:**

**6. Is the property part of a subdivision?** \_\_\_ Yes (Name of Subdivision: \_\_\_\_\_)  
\_\_\_ No

**7. Total Area of Lot:** \_\_\_\_\_; **Lot Dimensions:** \_\_\_\_\_

**8. Type of Sewage Disposal:** Existing: \_\_\_\_\_; Proposed: \_\_\_\_\_

Indoor plumbing permit # \_\_\_\_\_; Date: \_\_\_\_\_ Septic system permit # \_\_\_\_\_; Date: \_\_\_\_\_

**9. Existing Structures:** *(Attach a list of any additional existing structures.)*  
*(Exterior dimensions: length and width)*

- a. Residence: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts.
- b. Garage \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts.
- c. Other: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts.
- d. Deck: (porch, piazza veranda): \_\_\_\_\_ ft. by \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts; Other (describe): \_\_\_\_\_

**10. Permit Requested** for: \_\_\_ New Construction; \_\_\_ Rehabilitation; \_\_\_ Removal;  
\_\_\_ Emplacement

Is the **Building/Structure prefabricated?** \_\_\_ Yes; \_\_\_ No; If yes, describe and list the manufacturer? \_\_\_\_\_

**11. DETAILED DESCRIPTION OF PROJECT**

*(Exterior dimensions: length and width)*

- a. Residence: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts
- b. Garage \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts
- c. Other: \_\_\_\_\_ ft. by \_\_\_\_\_ ft. Number of Stories \_\_\_\_\_ Height \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Full; \_\_\_\_\_ Concrete slab; \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts
- d. Deck: (porch, piazza veranda): \_\_\_\_\_ ft. by \_\_\_\_\_ ft.  
Type foundation: \_\_\_\_\_ Frost Wall; \_\_\_\_\_ Posts; Other (describe): \_\_\_\_\_

*(Attach a list of any other structures.)*

**11. Shoreland Zoning/Floodplain (See Shoreland Zoning and Floodplain Maps at Town Office)**

- a. Is property located within 75 ft. of a river or stream? \_\_\_\_\_ Yes; \_\_\_\_\_ No
- b. Is the property located within 250 ft. of a river (Lemon Stream, Sandy River, Kennebec River)? \_\_\_\_\_ Yes; \_\_\_\_\_ No
- c. Is property in a flood zone? \_\_\_\_\_ Yes; \_\_\_\_\_ No
- d. Distance from the HWM: Residence: \_\_\_\_\_ ft.; Garage: \_\_\_\_\_ ft.; Other: \_\_\_\_\_ ft.

**12. Attachments:** The following, as applicable, are required for review of the application:

*(check if attached)*

- \_\_\_ a. Permit Fee: Amount: \_\_\_\_\_ (See Permit Fee Schedule)
- \_\_\_ b. Copy of deed to the property, option to purchase the property, a lease agreement, or other documentation to demonstrate right, title or interest in the property on the part of the applicant.
- \_\_\_ c. Copies of septic and plumbing permit(s)
- \_\_\_ d. Copies of porta potty and/or septic pumping receipts
- \_\_\_ e. Soil erosion control plan
- \_\_\_ f. Evidence of MDOT or Town driveway approval
- \_\_\_ g. Evidence of legal access to a public road (dwellings)
- \_\_\_ h. Photographs of existing site conditions
- \_\_\_ i. Copies of any official approvals of federal, state, or local agencies. *(Documents include but are not limited to the following: site plan review approval, subdivision approval, lot size waiver, DEP Permit by Rule, etc.)*

**Note:** On a separate sheet attach any supplemental information or explain any points you feel need to clarify.

## Site Plan

Include lot lines, areas to be cleared of trees and other vegetation; the exact position of proposed structures, including porches, decks, and outbuildings with accurate setback distances from public roads, water bodies, and side and rear property lines; the location of wells, septic systems, and driveways; all areas and amounts to be filled or graded. If the proposal is for an expansion of an existing structure, distinguish between the existing structure and the proposed expansion.

(North)

