

TOWN OF POLAND

Code Enforcement Office
1231 Maine Street
Poland, ME 04274

Commercial Building Permit Application



| FOR OFFICIAL USE | |
|------------------|--|
| Date | |
| Zoning | |
| Property ID | |
| Building Code | |
| Time Limit | |
| Estimated Cost | |
| Fee | |
| Reviewed By | |

Permit Number: _____

Building Inspection Record—Town of Poland, ME

1. Be sure to include all required information detailed on the applicable permit checklist.
2. State Law Requires any construction cost in excess of \$50,000.00 must be prepared by a design professional and bear their seal.
3. If you have a question about filling out your building permit application please ask a building official to help you.

| | |
|-------------------------------|--|
| Project Address: | |
| Parcel ID# | |
| Estimated Cost: | |
| Please describe your project: | |

Property Owner Information

| | | |
|------------------|--|-------------|
| Owner Name: | | |
| Mailing Address: | | |
| Phone Number: | | Fax Number: |
| Email Address | | |

Contractor or Applicant Information if Different from above

| | | |
|------------------|--|-------------|
| Contractor Name: | | |
| Mailing Address: | | |
| Phone Number: | | Fax Number: |
| Email Address: | | |

Please Submit all of the information on the applicable permit checklist.

I hereby certify that I am the Owner of Record of the named property, or that the owner of record authorizes the proposed work, and I have been authorized by the owner to make this application as his/her authorized agent. I agree to confirm to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Officials shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

| | |
|----------------------|--|
| Applicant Signature: | |
| Application Date: | |

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Commercial Building Permit Checklist



Please submit all of the information outlined in this application checklist.

All of the following information is required and must be submitted for all commercial building permit applications:

- Scaled plot plan with all lot lines and existing and proposed changes.
- Floor plans and elevations of all existing & proposed construction.
- Foundation plans with rebar specifications and required drainage.
- Cross sections of framing details per 2009 IBC.
- Insulation R-factors of floors, walls, ceilings, and foundations per 2009 IECC.
- Window and door U-factors per 2009 IECC.
- Window and door schedule.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review.
- Complete electrical and plumbing layout.
- Per State Fire Marshall bathrooms shall be ADA compliant.
- Right, Title, and interest for proposed application.

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

Examples of the above requirements are located in the Code Enforcement Office at the Poland Town Office Located at 1231 Maine St.

Separate permits are required for signs, shoreland zoning, electrical, external and internal plumbing