

TOWN OF POLAND

Code Enforcement Office
1231 Maine Street
Poland, ME 04274

Residential 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. 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:	
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<i>Property Owner Information</i>	
Owner Name:	
Mailing Address:	
Phone Number:	Fax Number:
Email Address	

<i>Contractor or Applicant Information if Different from above</i>	
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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Residential 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 residential building permit applications:

- Scaled plot plan with all lot lines and existing and proposed changes.
- Floor plans and elevations of all existing & proposed construction.
- Cross sections of framing details, including but not limited to, foundation, floor, wall, stair, ceiling, and roof sections per 2009 IRC.
- Insulation R-factors of floors, walls, ceilings, and foundations per 2009 IECC.
- Window and door U-factors per 2009 IECC. (Note: RESCHECK is not required.)
- Window and door schedule
- Deck/ porch construction: including proposed sono-tube/pier location, framing, fastening, guards, handrails, and stairs per 2009 IRC.
- Right, Title, and interest for proposed application.

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 shoreland zoning, electrical, external and internal plumbing