



## TOWN OF POLAND

1231 Maine Street  
Poland, ME 04274  
(207) 998- 4601

### Residential Building Permit Application

#### FOR OFFICIAL USE ONLY

Date Received	
Zoning	
Property ID	
Building Code	
Estimated Cost	
Permit Fee	
Receipt Number	
Reviewed By	
Permit Number	

1. Please attach all required information detailed on the application check list.
2. If you have questions about what is required in order to obtain a permit, contact the Code Enforcement Office.
3. DEP Certification is required for projects in Shoreland Zoning.

Project Address:	
Parcel ID#:	
Estimated Cost:	
Current Use:	
Please Describe Your Project:	

#### Property Owner Information

Owner Name:	
Mailing Address:	
Phone Number:	
Email Address:	

#### Contractor or Applicant Information

Contractor Name:	
Mailing Address:	
Phone Number:	
Email Address:	
DEP Certification:	

**Please attach all the information required on the permit checklist located on the opposite page.**

*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:	Date:
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# TOWN OF POLAND

Code Enforcement Office

1231 Maine Street

Poland, ME 04274

(207) 998-4604

## Residential Building Permit Application Checklist



**All of the following information is required and must be submitted for all residential building permit applications.**

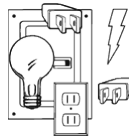
- Scaled plot plan with all lot lines and existing and proposed changes.
- Floor plans and elevations of all existing and proposed construction.
- Cross sections of framing details (see cross sections sheet), including but not limited to, foundation, floor, wall, stair, ceiling, and roof sections per 2015 IRC.
- Insulation R-factors of floors, walls, ceilings, and foundations per 2015 IECC.
- Window and door U-factors per 2015 IECC (Note: RESCHECK is not required).
- Window and door schedule
- Deck/porch construction: including proposed sonotube/pier location, framing, fastening, guards, handrails, and stairs per 2015 IRC.
- Right, Title, or interest for proposed application.

**Examples of the above requirements are available online at:  
[www.polandtownoffice.org](http://www.polandtownoffice.org)**

**Separate permits are required for:**



**Shoreland Zoning**



**Electrical**



**Plumbing**