TOWN OF ROME

BUILDING & USE PERMIT APPLICATION

For Office Use Only
Fee Amount:_____
Received On:_____
Received By:_____

Code Enforcement Officer: Andrew Marble
8 Mercer Rd, Rome ME 04963 Phone 207-397-3293
Email: TownOfRomeCEO@gmail.com

Date:_____ Map_____ Lot_____

Property Owner:_____ Phone:_____

Property Address:_____

Owners Address (if different):_____

Contractor:_____ Phone:_____

Contractors Address:_____

Size of the parcel:_____ Road Frontage:_____ Number of Existing Dwellings:_____

Lot created after 1987? Yes___ No___ Lot created within last 5 years? Yes___ No___ Slope of building site:_____%

Proposed Structure(s): New Principal Structure_____ New Accessory Structure _____ Addition _____

Describe the proposed Structure, Use or Activity:_____

_____

_____

Total Floor area of Proposed Structure:_____ ft^2

Is this an addition/renovation? Yes___ No___ If yes, size of proposed addition/renovation:_____ ft^2

Peak Height:_____ Foundation type:_____ Fill / Earthwork required? Yes___ No___

Start of Construction:_____ Estimated completion:_____ Cost of project (estimated):_____

Front setback:_____ Rear setback:_____ Side setbacks:_____/_____

Water body setbacks (circle one): Less than 250' More than 250'

Number of existing Bedrooms:_____ Number of proposed bedrooms:_____

* If adding a bedroom to a residential structure, or increasing the design flow of a non-residential structure by 10% or more, please attach a copy of the existing and/or proposed Subsurface Wastewater System plans.

Does the project require a plumbing permit? Yes___ No___

Is the site located in a Flood Hazard Area? Yes__ No___

Shoreland Zone Section:

Not Applicable_____

Total Lot Size:_____ft² **Shore Frontage:_____ft**

Zoning District (circle one): **Limited Residential** **Resource Protection** **Stream Protection**

Size of lot within Shoreland zone (size of lot within 250' of resource):_____ft²

Please list all existing un-vegetated areas within the Shoreland Zone (Houses, camps, decks, patios, sheds, garages, driveways, parking areas, pathways, etc):

Structure/Area:	Footprint (ft²)	Waterbody Setback
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Existing: _____(ft²)

Please list all proposed un-vegetated areas within the Shoreland Zone:

Structure/Area:	Footprint (ft²)	Waterbody Setback
_____	_____	_____
_____	_____	_____

Proposed: _____(ft²)

Existing (ft²) + Proposed (ft²) = Total Un-Vegetated area = _____ (ft²)

Percentage of the lot to be un-vegetated ([Total un-vegetated area / Shoreland lot size]*100):_____%

Peak height of the existing structure:_____ft. **Height of proposed structure:_____ft.**

Are you cutting within 100ft of the water? Yes___ No___

Shore path width and type:_____ **Amount of fill needed:_____yds³**

Are you adding a dock? Yes___ No___ **If yes, dock width length and type:_____**

Shoreland Zone: Construction within 100ft of waterbody: Not Applicable_____

Please list the footprint for all existing structures within 100ft of the waterbody (Houses, camps, sheds, garages, decks, patios, etc). The structure footprint should includes all eves and overhangs:

Structure:	Footprint between the following waterbody setbacks: 0'-25'	25'-75'	75'-100'
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total existing area in each setback:	_____(ft^2)	_____(ft^2)	_____(ft^2)

Please list the footprint for all proposed structures / additions within 100ft of the waterbody below:

(If a structure is to be removed, indicate that below and list its footprint in parenthesis)

Structure:	Footprint between the following setbacks: 0'-25'	25'-75'	75'-100'
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total proposed area in each setback:	_____(ft^2)	_____(ft^2)	_____(ft^2)
Total existing + proposed in each setback:	_____(ft^2)	_____(ft^2)	_____(ft^2)

Height of existing structure: _____ft

Height of proposed structure:_____ft

Setback from waterbody to peak of roof: _____ft

Year Structure was built: _____

Office Use
1:
2:
3:
4:
5:
6:

Complete applications must include the following:

1. **Proof of Right, Title or Interest (RTI) for the property (deed, etc.)**
    a. **If the applicant does not have "RTI", please include a letter of consent from someone who does.**
2. **A detailed Site Plan Sketch (please see instructions below)**
3. **A Detailed Floor Plan Sketch (if applicable)**
4. **An erosion control plan (for soil disturbance projects within the shoreland zone)**
    a. **Include contractors DEP certification number**
5. **If Planning Board approval is required, please return the original application along with seven (7) copies.**
6. **Photo(s) of the building site prior to construction (for shoreland zone only)**

Site plan sketch should be an aerial view of the property and include the following:

- **All structures, including decks, porches, patios, and outbuildings (measurements are helpful)**
- **All un-vegetated areas such as driveways and walkways**
- **Septic system and well location**
- **All setback distances from property boundaries, roads, streets, right of ways, and waterbodies**
- **All road frontage and shore frontage**
- **All wetlands and waterbodies**
- **Setbacks from flood elevations (if applicable)**
- **For construction within 100' of a resource, please show the 25', 75', and 100' setback distances from the water.**

Building Permits do not include Plumbing or Septic permits!

Permits shall expire one year from the date of issuance if a substantial start is not made in construction or the use of the property during that period. If a substantial start is made within one year of the issuance of the permit, the applicant shall have one additional year to complete the project, at which time the permit will expire.

I certify that all the information given in this application is accurate. All proposed uses and work shall be in conformance with this application and the Ordinances and Regulations of the Town of Rome. I further agree to future inspections by the Code Enforcement officer at reasonable hours.

Owner / Applicant Signature:_____ **Date:**_____