



TOWN OF LITCHFIELD

2400 HALLOWELL ROAD
LITCHFIELD, MAINE 04350-9725

FAX (207) 268-2196

TEL. (207) 268-4721

CEO/BUILDING & PLUMBING INSPECTOR

Map _____ Lot _____

Building Permit Application

Property Address: _____

Property Owner _____ Phone # _____
Address _____

Property Owner Signature _____
(if different than applicant)

Applicant Name _____ Phone # _____
Address _____

Proposed Building and size:

Single Family Home Stick Built _____ Modular _____

Garage _____ Barn _____ Shed _____ Demo _____

Addition _____ Deck/Porch _____ Renovations _____

Other _____

_____ Mobile Home: Year _____ Serial # _____ Model # _____ Size _____

Mortgage Institution _____
Address _____ Phone # _____

Estimated Cost of Project \$ _____
(Market Value of Labor & Materials)

Proposed Schedule; Beginning Date _____ Ending Date _____

Will Project Have Plumbing? Yes _____ No _____
(Attach copies of interior and/or septic permits)

Date issued _____ Permit # _____

Submission Requirement Check List

- ❑ Name, Address and phone number of applicant and /or applicants agent
- ❑ Property location including map and lot
- ❑ Verification of right title or interest in property
- ❑ Receipt of application fee
- ❑ Estimated cost of the proposal
- ❑ Schedule of construction, including anticipated beginning and completion dates
- ❑ 1 Internal Plumbing Application and/or 3 copies of a subsurface wastewater disposal design
- ❑ A complete description of the project
- ❑ A map drawn to scale on 8 ½ x 11 or 11x17 size paper showing;
 - Location to nearest Town Road
 - Boundaries including abutting properties
 - Site,
 - Structures (existing and proposed)
 - Setbacks
 - Parking areas
 - Driveways
 - Roads
 - Erosion control and Stormwater control features
 - Easements (if applicable)
 - Rights-of-way
 - And any and all waterbodies (which include Lakes, Streams and Wetlands)

Mobile Home applications must include the following

- A current color photo in electronic form if possible
(email to s.ochmanski@litchfieldmaine.org)
 - Copy of taxes being paid from the last Town it was in
 - Bill of Sale
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- ❑ Any other information necessary to show that the proposal complies with the applicable requirements of this ordinance such as;
 - Floodplain Management
 - Any State permits required
 - Any Federal permits required

Town Office Hours:

Mon. 8:30am – 7:00pm
Tue. 8:30am _ 6:00pm
Wed. 8:30am _ 6:00pm
Thur. 8:30am _ 6:00pm

Code Enforcement Office hours:

Mon. 9:00pm to 1:00pm
Tue 9:00am to 1:00pm
Wed. 9:00am to 1:00pm
Thur. 9:00am to 1:00pm

Inspections and site visits by appointment only

Town Office Phone # 268-4721

Code Enforcement Officer
And Plumbing Inspector: Steven Ochmanski

Entrance Permits
Road Commissioner: M.G. Byron

Filing this application and paying of the fee is not an issuance of a building permit. A building permit is issued only after the Code Enforcement Officer has reviewed a completed application and approved that application.

APPLICANT SIGNATURE: _____ DATE _____

TOWN REVIEW BY: _____ DATE _____

No Building Permit will be issued until Entrance permits & Plumbing permits have been issued. All plumbing and septic work must be inspected.

Approved

Denied

Approved with Conditions:

Requests for inspection must be at least 24 hours in advance