

TOWN OF CAMDEN
APPLICATION FOR BUILDING PERMIT

Information required for a building permit to be processed.

Please note that missing required information will lead to delay of permit issuance

IBC 105.3 and IRC R105.3

Application for permit. To obtain a permit, the applicant shall first file an application on this form furnished and shall also supply all the following additional required information:

- Completed application form
 - Indicate the use and occupancy for which the proposed work is intended on enclosed application for Certificate of Occupancy.
 - Be accompanied by 2 sets of construction documents and other information as required in Section R106.I. (see below)
 - Have Building Official initial sections of this checklist to waive required submittal
 - Energy calculations, compliance certificate ResCheck report
 - ComCheck compliance Report Other
 - Additional /other data and information required by the building official. _____
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IBC 105.3 and IRC R105.3 Submittal documents.

Submittal documents consisting of construction documents and other data shall be submitted in two or more sets with each application for a permit.

The building official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that reviewing of construction documents is not necessary to obtain compliance with this code.

Information on construction documents.

Construction documents shall be drawn upon suitable material. Electronic media documents are permitted (and preferred) to be submitted. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of all code and relevant laws, ordinances, rules and regulations. Where required by the building official, all braced wall lines, shall be identified on the construction documents and all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels, foundation requirements of braced wall panels at top and bottom shall be provided

Manufacturer's installation instructions. Manufacturer's installation instructions, as required by this code, shall be available on the job site at the time of inspection.

Approval of construction documents. When the building official issues a permit, the construction documents shall be approved in writing or by a stamp which states "REVIEWED FOR CODE COMPLIANCE." One set of construction documents reviewed shall be retained by the building official. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the building official.

Phased approval. The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code.

The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted.

Amended construction documents. Work shall be installed in accordance with the approved construction documents, any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an **amended** set of construction documents.

TOWN OF CAMDEN

Information for Permit Holders and Applicants

Please be advised that the Maine Uniform Building and Energy Code (MUBEC) went into effect on December 12010 and has been enforced in Camden Since July 1, 2012. This office has a copy of the MUBEC available for viewing in the Code Office during regular Office hours and I am available to help with any code related questions.

Free viewing of the MUBEC codes can be found at <http://publicecodes.cyberregs.com/icod/>

Please note that some parts of the International Code were not adopted and there are other codes linked on that page that are not part of the MUBEC

The MUBEC consists of the following editions of the following codes;

- A. The International Building Code (IBC) edition issued for the year 2009, Chapters 1-10, Chapters 12 - 27, and Chapters 31 - 35
- B. The International Existing Building Code (IEBC) edition issued for the year 2009, Chapters 1-15
- C. The International Residential Code (IRC) edition issued for the year 2009, Chapters 1- 10, Chapters 12- 19, Chapter 23, Chapter 41, Chapter 42, & Chapter 44.
- D. The International Energy Conservation Code (IECC) edition issued for the year 2009 Chapters 1 - 6.

Exception: 2006 International Energy Conservation Code (IECC) standards within the Maine Uniform Building and Energy Code for residential basement wall insulation (only). R-10.

(The free software can be found at <http://www.energycodes.gov/rescheck> and <http://www.energycodes.gov/comcheck>)

(When using ResCheck for compliance enter R-15 for residential basement wall insulation for calculations to be correct)

The following standards are also adopted in the MUBEC.

- A. The American Society of Heating, Refrigerating and Air-Conditioning Engineers, Standards (ASHRAE) 62.1-2007 (Ventilation for Acceptable Indoor Air Quality) 62.2-2007 (Ventilation and Acceptable Indoor Air Quality in Low-Rise Residential Buildings) and 90.1-2007 (Energy Standard for Buildings except Low-Rise Residential Buildings), without addenda.
- B. The American Society for Testing and Materials (ASTM), E-1465-06, Standard Practice for Radon Control Options for the Design and Construction of New Low-Rise Residential Buildings.

The following codes, standards, rules and their amendments are still in effect and are not affected by the operation of the MUBEC.

- A. National Electrical Code, National Fire Protection Association standard #70.(NFPA 70, 2008)
- B. IAPMO 2009 Uniform Plumbing Code, (Maine State Plumbing Code)
- C. NFPA 31 Oil Burner Code, NFPA 211, Chimneys & Vents
- D. NFPA 54 Fuel Gas Code, NFPA 211, Chimneys & Vents
- E. Boiler and pressure vessel standards adopted pursuant to 32 M.R.S. §15104-A.
- F. Elevator standards adopted pursuant to 32 M.R.S. §15206.

The following code remains in effect, with modifications to resolve conflicts with this code.

- A. (NFPA 1, NFPA 101 Life Safety)

Please Note:

All local Land Use, Shoreland Zoning, Flood Plain Ordinances and regulations still apply.

An application for Certificate of Occupancy is required to be submitted with any building permit applications for habitable spaces and/or buildings.

TOWN OF CAMDEN
APPLICATION FOR BUILDING PERMIT

Application Fee Paid (R-\$40/C-\$75) Permit Fee \$ _____ Permit# _____
Cash/Check # _____ Cash/Check # _____ Issue Date: ___-___-___

Property Owner: _____ Telephone: ___-___-___

Mailing Address: _____ State _____ Zip _____

Email: _____

Contractor/Applicant: _____ Telephone: ___-___-___ Mailing

Address: State _____ Zip _____

Email: _____

Property Address: _____ Unit # _____

Map: _____ Lot: _____ - _____ Zone: _____ Acres: _____ Sewer: _____ Septic _____

- | | | |
|--|--|--|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Addition | <input type="checkbox"/> Renovation |
| <input type="checkbox"/> Accessory Structure | <input type="checkbox"/> Excavation > 100 CY | <input type="checkbox"/> Driveway/Entrance |
| <input type="checkbox"/> Demo (part of larger project) | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Cert of Occupancy** |

Description of Proposed Project:

By signing below, I agree to comply with the Town of Camden Zoning Ordinance and applicable State Building Codes and Laws. Permission is granted to the Code Enforcement Officer to make necessary inspections during construction. Any deviation from these plans will require an amendment to this application.

Signature of Property Owner

Signature of Contractor/Applicant

** MDOT entrance permit or Camden Entrance/Culvert installation permit required*

** A Completed application for a Certificate of Occupancy is required to be attached to any new permit application prior to the permit being issued

Certificates of Occupancy are not required for work exempt from permits under Section R 105.2 and accessory buildings or structures

Note: Work being performed in a flood zone requires permitting under the Camden Flood Plain Ordinance

TOWN OF CAMDEN

SITE PLAN

Site plan or plot plan. The construction documents submitted with the application for permit shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from lot lines. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

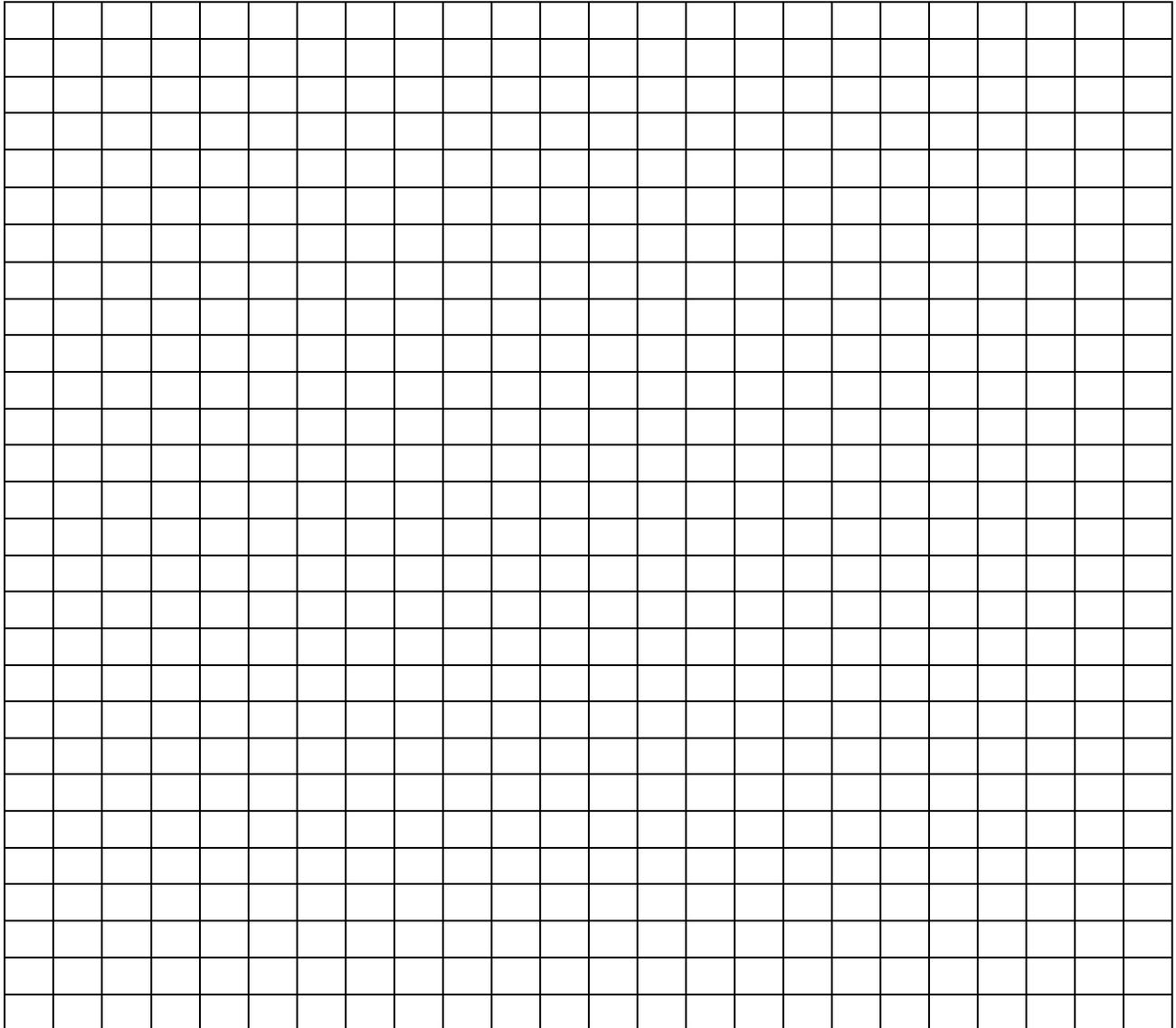
Minimum required information

1. property lines
2. location of all buildings on the lot
3. location of proposed structure, showing all setbacks
4. location of well and septic system, if new construction
5. wetlands, brooks and other water bodies within 100 feet of the project

Structural Data: width _____ length _____ height _____

Scale: 1 box = _____ "

- See attached drawing for site plan
- No footprint change site plan not required



TOWN OF CAMDEN

**APPLICATION FOR
TEMPORARY LOCATION OF STRUCTURES
WITHIN PARKING SPACE**

Contractor/Applicant: _____ Cell phone: _____

Mailing Address: _____ Telephone _____

Property owner: _____ Map: ____ Lot: ____

Project location: (street address) _____

Start date: _____ **End date:** _____

Project description: _____

Describe ladders, scaffolding and other equipment to be located within the sidewalk during the project and attach a sketch showing the specific location.

How will free and safe movement of pedestrians and vehicular traffic be ensured? _____

Approved: _____ Date _____

Denied Patricia Finnigan, Town Manager

Denied

Office of:
Town Manager
Tax Assessor
Tax Collector
Town Clerk
Treasurer
Code Officer
Finance Director
Harbor Clerk



Town Office
P.O. Box 1207
29 Elm Street
Camden, Maine 04843
Phone (207)236-3353
Fax (207)236-7956
<http://www.camdenmaine.gov>

Any time property owners are going to construct or bury something in the town right-of-way or encroach onto town property permission needs to be obtained from the town.

APPLICATION FOR A REVOCABLE LICENSE

Property Owner: _____ Telephone: _____

Mailing Address: _____

Project Location: _____

Contractors: _____ Telephone: _____

Mailing Address: _____

List of materials to be submitted with application:

1. Attach a copy of property deed.
2. Attach a sketch by a surveyor or engineer identifying the proposed location of underground utilities, showing the location of the existing utilities and location of proposed undergrounding running to the property owner's lot line.
3. Please describe any culverts or other improvements that must be crossed by the proposed undergrounding. _____

4. Identify the proposed depth if a culvert or other improvement must be crossed.

5. If the proposed improvement within the right-of-way is neither a culvert nor utility installation, please describe the proposed improvements to be placed in the right-of-way by depicting the limits of the right-of-way and the proposed location of said improvements, on a survey which clearly depicts each improvement and marks them for identification. _____

Exhibit A - A sketch completed by a surveyor or engineer identifying the proposed location of underground utilities, showing the location of the existing utilities and location of proposed undergrounding running to the property owner's lot line.

Exhibit B - Buried cable specifications: The buried electrical, telephone, cable television or other communications cable shall be placed in conduit. The conduit will be placed in a trench 30" deep, and covered over the top with 6" of concrete. There will be 24 inch of 1" minus grade gravel placed over the concrete, and underground utility warning tape will be placed over the conduit 12" below the surface. Electrical lines placed in the conduit must be installed by or installed under the supervision of a master electrician.

Exhibit C – Installation of Underground Water Lines. (see attached) A description of the requirements for installation of underground water lines shall be provided by Aqua Maine, Inc. and shall be incorporated as Exhibit C, prior to installation of any underground water line in accordance with this license.

Exhibit D - Town of Camden Underground Sewer Trench specifications (see attached)

In order to place the request on a Select Board meeting agenda application and materials must be submitted to the Town Manger's Office at 29 Elm Street Suite 101 two weeks prior to a scheduled meeting. The Camden Select Board meets on the 1st & 3rd Tuesdays of each month.

Signature of Property Owner

Signature of Contractor

Date

Date