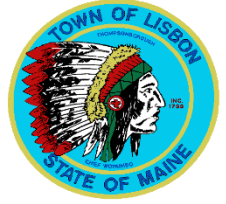


TOWN OF LISBON
COMMERCIAL BUILDING
PERMIT APPLICATION



Date: _____

Site Address: _____

Property Use: _____

Applicant: _____ Phone Number: _____

Current Legal Use Group Classification(s) in the building per IBC ch.3: Group(s) _____

Proposed Use Group Classification(s) in the building per IBC ch.3: Group(s) _____

Building Type of Construction per IBC ch. 6: _____

Type of Work (Check all that apply)

- New or Addition (new footprint created)
- Alteration
- Change of Occupancy: PERMANANT or TEMPORARY (circle one)
- Transmission Tower Collocation

Statement of Special Inspections (IBC chapter 17)

- Provide a Statement of Special Inspections prepared by the Registered Design Professional in responsible charge or provide a statement from the professional indicating the section is not applicable to the project.

Registered Design Professional in Responsible Charge: _____

Mailing Address: _____ Phone Number: _____

Email: _____

GENERAL PROJECT DESCRIPTION

I HEREBY CERTIFY THAT: THE INFORMATION IN THIS APPLICATION IS COMPLETE AND CORRECT AND I AGREE TO COMPLY WITH ALL TOWN ORDINANCES AND LAWS APPLICABLE TO THIS PROJECT; I AM OR LEGALLY REPRESENT THE OWNER OF THE SUBJECT PROPERTY FOR THE PURPOSE OF OBTAINING THIS PERMIT; I HAVE READ AND UNDERSTAND THE ATTACHED HANDOUT "Building Permit Standard Conditions"

Applicant Signature: _____ **Printed Name:** _____

Email Address: _____

FOR OFFICE USE ONLY

PERMIT #: CB _____

Map: _____ Lot: _____ Lot Area: _____

Fee Calculation: _____ FEE: _____

Zone: _____ Zoning Use: _____

Circle any that apply: Flood Zone Rt. 196 Corridor Shoreland Zone _____ Wellhead Protection _____ MS4 _____

APPROVED / DISAPPROVED; CEO SIGNATURE: _____ DATE: _____

Permit Conditions / Comments: _____

Plan Review Checklist

- **Provide:** Application for projects generating wastewater must include an on-site disposal system design (HHE-200) **or** a copy of the approved [Sewer Entrance Permit Application](#). Any questions, please contact the Lisbon Sewer District: 207-353-3013.
- **Provide:** For any work within a public way requires a [Street Opening Permit](#). The installation of a new entrance requires a [Driveway Entrance Permit](#) a permit is required. Any questions, please contact Public Works at 207-353-3016. Provide copies of any applications
- **Provide** a copy of the SFMO Construction Permit. Permits will be assumed to be required for all projects. **Exception:** *The applicant may submit the following in place of a SFMO Construction Permit; a copy of any email between the applicant and SFMO Plans Review Division confirming the project does not require a permit.*

Building

- Plans required: Please contact our office, an electronic copy is always needed, hard copies may/may not be needed.

Required Inspections:

- Foundation steel prior to concrete where steel is required by engineered design

- Foundation prior to backfill

- Framing prior to cover

- Plumbing Rough prior to cover

- Documents must include a Code Analysis indicating at a minimum:
 - Applicable codes
 - Classification of work
 - Construction type
 - Occupancy classification(s)
 - Automatic sprinkler system
 - Fire Alarm System
 - Allowable heights and areas
 - Are occupancies are separated or mixed use
 - Fire resistive ratings and assembly make up
 - Occupancy load(s)
 - Means of egress
 - Egress width per occupant
 - Exit access
 - Energy conservation
 - Plumbing fixture count
 - Accessibility
- Site plan showing distance to other buildings and distance measured perpendicular to property lines including those required by IBC 705.3. Erosion control measures must also be indicated.

The building code in Lisbon is the state adopted edition Maine Uniform Building and Energy Code (MUBEC). A complete listing of current adopted codes is available on the website; <http://www.lisbonme.org>

- Electrical Rough prior to cover

- Energy efficiency (insulation prior to cover)

- Final

Building Permit Standard Conditions

The permit to which this is attached is the building permit. Separate permits are required for plumbing, heating and electrical work. Building permits are subject to appeal for a period of 30 days from issuance. A building permit expires if there is no substantial start on the project within a period of 6 months and expires 1 year from the date of issue. All work must meet applicable codes and ordinances. The building code in Lisbon is the Maine Uniform Building and Energy Code (MUBEC).

We ascertain the code compliance of your project to the best of our ability with the data provided by you. Any changes that occur during the project need to be brought to the attention of the Code Officer. Many times what seems to be a minor change can affect other issues that need to be taken into account to provide a code compliant building. If you have any questions, please ask.

Inspections; at a minimum we will need to inspect the foundation after drainage and damp proofing are installed and before it is backfilled; framing, rough electrical and plumbing before insulation or sheetrock; air sealing and insulation per energy code requirements before they are covered; fire rated construction if applicable; any special inspections noted; the final building before it is occupied and any other inspections noted on the permit.

Setbacks; you are responsible for knowing where your applicable property lines are and for meeting the zoning requirements as to setbacks and similar criteria. We will assist you as best as we can in meeting the various criteria, but the burden of compliance is on you. Setbacks are measured from the property line to the nearest point on the structure (this is often not the wall). The edge of the road or sidewalk is usually not the property line, the Town usually owns beyond these features. If you are not sure where your property lines are, we recommend that you have the land surveyed by a licensed surveyor.

Deed and/or Other Restrictions; there may be restrictions in your deed such as easements, covenants, prior approvals, etc. that could affect your project. You are responsible for making sure your project meets any deed restrictions. There can be legal issues with the properties that can affect the feasibility of a project that are not readily apparent. If there are issues/questions about things such as boundary locations, subdivision, merger, etc., we recommend you consult a surveyor or attorney.

Utilities; there may be features that affect your project such as public or private sewer lines, water lines, power lines, phone lines, etc. that can affect the code compliance of your project. The burden of ascertaining the existence of and making us aware of these is yours. The Codes Officer can help you with the code aspects of these. Call DIG SAFE at 811 a minimum of 48 hours prior to excavating, they will assist you in locating buried features on your site and it's the law!

Engineering; if you use trusses, engineered lumber, steel, etc., we will need written certification from a licensed architect or engineer that the product is suitable for the intended use. Many of these products have been pre-engineered and the suppliers of these products can usually supply engineered installation standards upon request.

Fuel Gas Detectors: Fuel gas detectors shall be installed in those occupancies and locations required in [MRS Title 25§2469](#) of the Maine State Statutes.