



City of Westbrook

BUILDING APPLICATION

Date Received: _____

Type of Application

Residential Commercial Demolition Sign Village Review Overlay

Project Information

Property Address: _____ Tax Map: _____ Lot: _____

Description of Project: _____

Estimated Cost of Construction/Demolition: \$ _____ Floodplain Shoreland Zone

Garage Addition Renovation Dormer Shed Accessory Unit

Swimming Pool Deck Other After the Fact – Compliance letter from licensed professional

Property Owner Information

Contractor Information

Property Owner: _____ Contractor: _____

Mailing Address: _____ Mailing Address: _____

Office Phone: _____ Office Phone: _____

Cell Phone: _____ Cell Phone: _____

Email: _____ Email: _____

ATTENTION

Periodic Inspections are required. See the Inspection Schedule Form. Failure to schedule inspections and/or receive final approval by the Inspector will constitute Occupancy without a Certificate. Fines will be imposed at a rate not less than One Hundred (\$100.00) per day, nor more than Twenty-Five Hundred Dollars (\$2,500.00) per day.

I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all City Ordinances and State laws regulating building construction. Work will not begin until building permit card is posted.

Signature of Applicant: _____ Date: _____

Owner Contractor Applicant

2 YORK STREET, WESTBROOK MAINE 04092
PHONE: 207-854-0638 FAX: 1-866-559-0642
LGAIN@WESTBROOK.ME.US
WWW.WESTBROOK.COM



Foundation

1. Front Setbacks: _____ Rear Setbacks: _____ Side(s) Setbacks: _____
2. Footing Size: _____
3. Foundation Size: _____
4. Other: _____

Floor

1. Sills Size: _____ Sills must be anchored.
2. Girder Size: _____
3. Lally Column Spacing: _____ Size: _____
4. Joists Size: _____ Spacing 16" O.C.
5. Bridging Type: _____ Size: _____
6. Floor Sheathing Type: _____ Size: _____
7. Insulation Type: _____ R Value: _____
8. Other Material: _____

Exterior Walls

1. Studding Size: _____ Spacing: _____
2. Header Sizes: _____ Span(s): _____
3. Bracing: Yes: _____ No: _____
4. Insulation Type: _____ R Value: _____
5. Sheathing Type: _____ Size: _____
6. Siding Type: _____ Weather Exposure: _____

Interior Walls

1. Studding Size: _____ Spacing: _____
2. Header Sizes: _____ Span(s): _____
3. Wall Covering Type: _____
4. Fire Wall if Required: _____
5. Other Materials: _____

Ceiling

1. Ceiling Joists Size: _____
2. Ceiling Strapping Size: _____ Spacing: _____
3. Type Ceilings: _____
4. Insulation Type: _____ R Value: _____
5. Ceiling Height: _____

Roof

1. Truss /Rafter Size: _____ Span: _____
2. Sheathing Type: _____ Size: _____
3. Roof Covering Type: _____

ADMINSTRATIVE SECTION CODE USE ONLY

Permit Conditions: _____

Signature of Code Enforcement Officer: _____ Date: _____



City of Westbrook

BUILDING PERMIT REQUIREMENT

2 York Street

Westbrook, Maine 04092

(207) 854-0638

Fax: 1-866-559-0642

SUBJECT: **Building Permit Requirements**

To Whom It May Concern, as of January 1, 2014, the following requirements shall apply to all building applications submitted for approval;

1. Building Permit Application

2. Detailed Construction Plans

A. Commercial Application Plans

A1. 1 full size set of plans & 1 11x17 set of plans

B. Residential Application Plans

B1. 1 11 x 17 set of plans

A. Elevations showing the side view of the building from each side. Label each elevation.

B. Floor Plans of every level of the building, including the basement, (and parts that are not being renovated if this is an existing building).

All plans must be to scale and must indicate the scale used. Outside dimensions must be labeled.

Show doors and which way they swing and include clear opening detail. Show the location of windows in walls. Clear opening detail and height of sill from floor are required for occupancies that require egress windows. Show stairs/ramps and provide details to include riser height, tread depth, handrail and guard heights, etc.

Label the intended use of every room compartment (such as "office," "bathroom," "sales area," etc.).

3. Plot Plan showing relationship to adjacent buildings, roads, and hazards. Indicate which building or part thereof is the one requesting a permit. Indicate true north.

4. Septic Designs must be submitted with all new construction, where applicable, 3 copies are required.

5. Street Opening Application must be submitted with all new construction, where applicable.

6. Sewer Connection Application must be submitted with all new construction, where applicable.

7. Plumbing Application must be submitted as part of the packet.

8. Electrical Application must be submitted as part of the packet. **8a.**

If Commercial Project provide an electrical plan.

9. Heating Application must be submitted as part of the packet.

10. EPA Lead-Safe Certification if renovating homes, schools or daycare centers built pre-1978 you must be EPA Lead-Safe Certified.

11. Fire Protection

11a. Sprinkler System all Commercial & three - family dwellings shall be protected throughout by an approved automatic sprinkler system in accordance with the NFPA 13D standard. Projects requiring approval from the State Fire Marshal's Office will require one (1) set of plans with Fire Marshall's approval.

11b. Fire Alarm Plan

The IRC and IBC allows up to, thirty (30) days to review, process permit applications that include all of the required documentation, applications and information.