



# RESIDENTIAL BUILDING PERMIT APPLICATION

Town of Falmouth - Code Enforcement Office

Phone – 207-699-5310

Permit # \_\_\_\_\_ Check # \_\_\_\_\_ & \_\_\_\_\_ Fee \_\_\_\_\_  
Map/Lot \_\_\_\_\_ Zone \_\_\_\_\_ Deposit \_\_\_\_\_ Int \_\_\_\_\_  
Received \_\_\_\_\_ Issued \_\_\_\_\_ Total \_\_\_\_\_ Int \_\_\_\_\_  
Location of Work: \_\_\_\_\_

## Property Owner Information

## Contractor Information

Name \_\_\_\_\_ Name \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
Applicant Signature Upon Submittal \_\_\_\_\_ Date: \_\_\_\_\_

*(Written authorization from the owner of the property is required if tenant and owner are not the same entity)*

## Project Information (circle all that apply)

Single Family | Two Family | Accessory Unit | Accessory Structure | Addition | Remodel | Dormer | Demolition | Deck

Description: \_\_\_\_\_

Proposed Use \_\_\_\_\_ Past Use \_\_\_\_\_ Project Cost \_\_\_\_\_  
# Stories \_\_\_\_\_ # Bedrooms \_\_\_\_\_ # Bathrooms \_\_\_\_\_ Total Height \_\_\_\_\_ Heat Type \_\_\_\_\_

*(To be filled out by Code Enforcement Officer)*

Finished \_\_\_\_\_ Unfinished \_\_\_\_\_ Decks & Porches \_\_\_\_\_ BZA/PB \_\_\_\_\_

## Permit Conditions:

Signature of Code Enforcement Officer \_\_\_\_\_ Date \_\_\_\_\_

**(Please read below. The permit is not considered issued until the signed and dated below by the applicant.)**

Periodic Inspections are required. See the Inspection Schedule Form. We do not perform inspections that have been setup on the same day and all inspections are subject to the availability of the Code Officer. Failure to schedule appropriate inspections may result in an immediate Stop Work order being placed on the project as well as possible fines. Please be aware that there may be other requirements such as approvals and conditions from the Planning Board, Zoning Board, or other departments that may apply to this project. The issuance of this permit does not supersede those requirements.

On this date \_\_\_\_\_, I \_\_\_\_\_ have read and understand the above statement as well as paid for my completed building permit application.

## **Plan Submittal Checklist**

### **Additional Submittal Requirements for Single and Two Family Dwelling Building Applications**

- ☐ Growth Permit Application (One per dwelling unit)
- ☐ Sewer or Septic Application
- ☐ Street Entrance Application
- ☐ DEP Maine Construction General Permit (MCGP) (required if total land disturbance exceeds 1 acre)
- ☐ Net Residential Area Calculations per Section 19-64 (if lot was created after August 26, 1996)

**Complete scalable plan sets required for any building project (additional digital plan submittal encouraged) and must contain the following information applicable to the project. If this form is incomplete or items checked are not supplied the application will not be reviewed. If an item is not applicable to the project, please write "N/A" after.**

- ☐ **1. Written authorization:**
  - ☐ a) Proof of ownership of property (deed must be recorded at the Cumberland County Registry of Deeds)
  - ☐ b) Permission from owner for project to be done if applicant is someone other than the owner
- ☐ **2. Site plan containing the following:**
  - ☐ a) Distance of all building setbacks measured perpendicular to property lines
  - ☐ b) Location of septic tank and leach field (if applicable)
  - ☐ c) Driveway location
  - ☐ d) Easements, rights of ways, water courses and areas restricted by covenant
  - ☐ e) Area of lot
  - ☐ f) Erosion and sediment control measures
- ☐ **3. Foundation, floor, and roof plans containing the following:**
  - ☐ a) Overall building dimensions
  - ☐ b) Room use (name) and size as well as location of plumbing fixtures, appliances, and fireplace(s)
  - ☐ c) Windows and doors including swings and sizes
  - ☐ d) Stairs showing direction of travel and dimensions
  - ☐ e) Direction and sizes of floor, ceiling, roof, beams, and header structural members
  - ☐ f) Maine licensed engineer approval is required for all structural steel, LVL's, trusses, manufactured framing material etc.
  - ☐ g) Radon vent location
- ☐ **4. Building cross section containing the following:**
  - ☐ a) Section through building showing foundation, floors, ceilings, wall, roof assemblies, etc.
  - ☐ b) Show and label all construction materials
  - ☐ c) Indicate floor to ceiling heights of rooms including basement and attic
  - ☐ d) Section through stairs showing headroom, treads and risers including dimensions
- ☐ **5. Building elevation drawings containing the following:**
  - ☐ a) Show each side of building including height
  - ☐ b) Proposed grade at each corner of the building extended out to 20'
  - ☐ c) Dimension to the maximum height of the building from the average finished grade within 20' of the building

**Prescriptive Specification Worksheet  
2015 International Energy Conservation Code (IECC)**

Builder Name \_\_\_\_\_  
 Builder Address \_\_\_\_\_  
 Building/Site Address \_\_\_\_\_  
 Submitted By \_\_\_\_\_  
 Phone Number \_\_\_\_\_

<b>Jurisdiction</b>	Falmouth
<b>Climate Zone</b>	6
<b>Permit #</b>	
<b>Received by</b>	

<b><u>Component Description</u></b>	<b><u>Reference</u></b>	<b><u>Required</u></b>	<b><u>Proposed</u></b>	<b><u>Comments</u></b>
Fenestration U-Factor	402.1.2	U-0.32	U-	
Skylight U-Factor	402.1.2	U-0.55	U-	
Ceiling R-Value	402.1.2	R-49	R-	
Wood Frame R-Value	402.1.2	R-20+5 or 13+10*	R-	
Mass Wall R-Value	402.1.2	R-15/20	R-	
Floor R-Value	402.1.2	R-30†	R-	
Basement Wall R-Value	402.1.2	R-15/19	R-	
Slab R-Value/Depth	402.1.2	R-10, 4 ft.	R-	
Crawl Space Wall R-Value	402.1.2	R-15/19	R-	
All supply ducts in attics, outside building thermal envelope R-Value	403.3.1	R-8	R-	
All other ducts outside building thermal envelope R-Value	403.3.1	R-6	R-	
Air sealing test mandatory if any portion of ducting or air handler travel outside of thermal envelope.	403.3.3	Yes		
High-efficacy lamps in permanently installed light fixtures - Percentage	404.1	75% (Low voltage lighting is exempt)		
402.2.4	Access doors from conditioned spaces to unconditioned spaces such as attics and crawl spaces shall be weather-stripped and insulated to a level equivalent to the insulation on the surrounding surfaces. Access shall be provided to all equipment that prevents damaging or compressing the insulation. A wood-framed or equivalent baffle or retainer is required to be provided when loose-fill insulation is installed.			

\* - Cavity/Continuous, † - Insulation sufficient to fill the framing cavity, R-19 minimum

(If you are unable to meet the above insulation requirements under the prescriptive method you may have better results with the performance method. More information on the performance method can be found at: [www.energycodes.gov](http://www.energycodes.gov))

**\*IMPORTANT\***

**Air leakage tests are now required under section R402.4.1.2. Tests shall not exceed an air leakage rate of three air exchanges per hour. Parties performing the test must be approved by the Code Officer prior to test. A written report shall be submitted prior to final inspection.**

**Statement of Compliance:**

The proposed building design represented in these documents is consistent with the building plans, specifications, and other calculations submitted with the permit application. The proposed building design has been designed to meet the requirements of the International Energy Conservation Code as adopted.

**Applicant Signature Upon Submittal** \_\_\_\_\_ **Date** \_\_\_\_\_