



# LYMAN BUILDING DEPARTMENT

11 South Waterboro Road, Lyman, Maine 04002  
Telephone: (207) 247-0647 Email: ceo@lyman-maine.gov

## BUILDING PERMIT APPLICATION

DATE APPLICATION RECEIVED \_\_\_\_\_

☐ 911

☐ Low Range

☐ High Range

MAP # \_\_\_\_\_ LOT # \_\_\_\_\_

DATE APPROVED \_\_\_\_\_

PERMIT # \_\_\_\_\_

↑ To be filled in by the Office ↑

Property Owner \_\_\_\_\_ Contractor (if applicable) \_\_\_\_\_

Property Owner Telephone # \_\_\_\_\_ Contractor telephone # \_\_\_\_\_

Property Owner Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_ Project Address \_\_\_\_\_

Description of Proposed Construction: \_\_\_\_\_

### Type of Permit proposed:

- ☐ New Construction ☐ Demolition  
☐ Renovations ☐ Relocate Structure  
☐ Other \_\_\_\_\_

### Site Information:

- Zoning District: ☐ General Purpose  
☐ Residential ☐ Commercial Overlay  
☐ Shoreland ☐ Mobile Home Overlay

Is the site a back lot? ☐ Yes ☐ No  
Please Note: If the structure is to be built on a back lot, a building permit will not be issued until the Fire Chief has approved the site access

Square Footage of Lot, \_\_\_\_\_

Non-Vegetated Square Footage of Lot \_\_\_\_\_

Percentage of Non-Vegetated Lot Coverage \_\_\_\_\_

Date Lot Created \_\_\_\_/\_\_\_\_/\_\_\_\_

Flood Zone ☐ Yes ☐ No

### Building Plan Information:

Living Space \_\_\_\_\_ square feet  
Maximum Building Height \_\_\_\_\_ feet  
Number of Dwellings Units \_\_\_\_\_  
Number of Bedrooms \_\_\_\_\_

### Occupancy/Use Information:

- ☐ Residential ☐ Accessory/Storage  
☐ Commercial/Industrial/Business

### Other Permits / Documentation Required:

- ☐ 30% Expansion (Calculation Form Required)  
☐ 20% Lot Coverage Form Required  
☐ DEP Certified Contractor Authorization Form  
☐ DEP Permit by Rule /Date Received \_\_\_\_\_  
☐ Planning Board - Approved on \_\_\_\_\_  
☐ Zoning Board - Approved on \_\_\_\_\_  
☐ Driveway Cut  
☐ 911 # \_\_\_\_\_  
☐ Subsurface Wastewater Disposal # \_\_\_\_\_  
☐ Plumbing Permit # \_\_\_\_\_  
☐ Electrical Permit \_\_\_\_\_

### Classified Use:

- ☐ Tree Growth ☐ Farmland ☐ Open Space

Notes: \_\_\_\_\_

\_\_\_\_\_

SITE PLAN - Must include all of the following:

Show dimensions of the lot

Proposed structures, additions with setbacks

All existing structures on the property

Septic System, well, driveway, etc

Show all distances from streams and wetlands



I hereby certify that all the information on this application is correct

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

**Please note:** If the applicant is not the property owner, a signed statement from the property owner of record granting permission to pull permits will be required

Estimated value of all construction \$ \_\_\_\_\_

## **INSTRUCTIONS FOR APPLYING FOR A BUILDING PERMIT**

Permits will only be issued to the property owner of record or their authorized agent. A Letter of Authorization form signed by the property owner including a copy of their valid driver's license is required when designating an agent.

The proposed construction or alteration of a structure shall comply with provisions of the 2021 International Building Code, the Town of Lyman Zoning Ordinance or with the decision rendered by the Zoning Board of Appeals or the Planning Board when applicable.

A Building Permit Application will not be accepted without the following:

- Letter of Authorization with a copy of the property owner's driver's license if authorizing someone else to process paperwork
- Proof of Right, Title, or Interest
- One set of plans: (11' x 17' for new buildings / additions; 8 ½" x 11" for sheds/ decks/ porches) showing: •
  - Floor plans, including basement
  - Building section plans with all components and sizes for:
    - Footings and foundation
    - Floors and walls
    - Rafters
  - Accessory structures (sheds, decks, porches, stoops, stairs) with component sizes shown, joists and rafter sizes
- Site Plan showing:
  - Driveway location
  - Existing Buildings
  - Front, side and rear setback measurements
  - Location of existing septic systems, well, etc.
  - Setbacks from lakes / streams / wetlands
- Fire Protection Sprinkler System Plan, if required
- Septic System Design (three copies) for new construction