



TOWN OF WHITEFIELD

36 Townhouse Road
Whitefield, ME 04353
(207)549-5175

NOTICE TO BUILD APPLICATION

- If any particular item does not apply to your project do NOT leave it blank but instead indicate that it is not applicable by including N/A on the form.
- Failure to complete this Application in its entirety will result in it being without action and no building will be approved.
- Read the Building and Development Ordinance to fully understand what applies.

NO CONSTRUCTION SHALL COMMENCE UNTIL THIS FORM HAS BEEN APPROVED AND SIGNED BY THE CODE ENFORCEMENT OFFICER/PLANNING BOARD

1. Applicant:

Name: _____

Mailing Address: _____

Town: _____ State: _____ Zip: _____ Phone: _____

2. Property Owner (If different from applicant):

Name: _____

Mailing Address: _____

Town: _____ State: _____ Zip: _____ Phone: _____

I, _____, give my permission to the above applicant to file this application on my behalf for the proposed changes to this property.

Signature of Property Owner

Date: _____

3. Description of Property:

Street Address of proposal: _____

Is this a: Town Road ___ Private Road ___ State Road ___ Note: If the property is on a Maine DOT Road (Routes 17, 126, 194 and 218). You must apply for a driveway permit through them and attach it to this application.

Tax Map # _____ Lot # _____ Size of property _____ (indicate acres or square feet)

Road Frontage: _____ Feet Is the property currently undeveloped? Yes ___ No ___

Describe types and sizes of any structures currently on the property

Was this property recently purchased? Yes ___ No ___ Date Deed Recorded _____

Is the property in the Shoreland Zone? Yes ___ No ___

If yes, what type of zone (circle one):

General Development Limited Residential Resource Protection Stream Protection

Will the project require a new driveway? Yes ___ No ___ If yes, see Page 4 for Road Commissioner review.



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4. Type of structure being built/located:

Is this proposal: New Construction ___ Replacement ___ Modification ___ Addition ___ Accessory Structure ___

Will the type of structure(s) be: Stick Built ___ Modular/Manufactured ___ Mobile Home ___ Other (describe) _____

Check all that apply and include building dimensions and setbacks for each structure.

Yes	Category	Type	Length	Width	# Stories	Setbacks				
						Road	Left line	Right Line	Rear	Water Body (if <250 ft.)
	Single family residential structure									
	Accessory structure to single family residential structure.									
	Commercial/industrial structure less than 320 square feet.									
All items below this line will require a permit from the Planning Board. Contact them for what additional information/forms must be filled out and submitted.										
	Multi-family structures									
	Commercial									
	Industrial									
	Institutional									
	Agricultural not tied to single family residence.									
	Other (describe)									



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5. Description what you are building:

6. Sewage Disposal:

Is there an existing Septic System on the property? Yes ___ No ___

If no, attach an HHE 200 form prepared by a licensed site evaluator for a new system for the intended use.

If yes, Tank Size _____ gallons. Field size: _____ square feet. Year installed _____

If any of these are unknown, attach a septic system inspection report for the existing system.

If you are adding additional bedrooms to the structure, a revised septic system plan covering the expanded use must be included.

7. Water Supply:

Number of wells on the property? _____

Are they drilled or dug? _____

Will new wells be constructed? Yes ___ No ___

8. Plumbing:

All new residential construction requires a plumbing permit issued by the local plumbing inspector prior to construction.

If this is an expansion and included new plumbing or modifications to existing plumbing, a permit is required from the local plumbing inspector.

9. Site Sketch:

Prepare a sketch of your proposal on the attached graph paper showing the location and relationship of all existing and proposed structures including distance between them and from each to the road and other property lines. While the sketch does not have to be to scale, it should show all man-made features already existing on the site or proposed and their relationship to each other.

10. Signature:

I certify that all information in and attached to this Notice to Build is accurate and complete.

I understand that NO work can commence until this form has been approved either by the Code Enforcement Officer or the Town of Whitefield’s Planning Board.

Signature: _____

Date: _____

Printed Name: _____



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11. Road Commissioner Review:

Is this a: Town Road Private Road State Road

Note: If the property is on a Maine DOT road (Routes 17, 126, 194, 218) you must apply for a driveway permit through the Maine DOT and submit a copy of it along with this application.

Is a culvert needed? Yes No

Road Commissioner Comments/Observations.

Road Commissioner Signature: _____ Date: _____

