

TOWN OF SUMNER
BUILDING NOTIFICATION

Town of Sumner

633 Main Street

Sumner, ME 04292

Phone: 207-388-2866

FAX: 207-388-2862

sumnerme@megalink.net

Office hours:

Tuesday 10:30-7:00

Wednesday 8:30-4:30

Thursday 8:30-3:00

Friday 9:00-1:00

Saturday 9:00-12:00

Other useful information:

Code Enforcement Officer: John Evans

Local Plumbing Inspector: John Evans

207-240-8564

sumnermaineCEO@gmail.com

Road Commissioner: Andrew Wickson

207-515-1124

Copies of this building notification packet and additional information can be found at

www.sumnermaine.us or at the Town Office.

Building Notifications submitted before 12:00 noon on the Saturday prior to a meeting will be placed on the agenda. The Sumner Planning Board meets on the 1st and 3rd Tuesdays of each month at 6:30 pm.

TOWN OF SUMNER

BUILDING NOTIFICATION INFORMATION PACKET

- Check boxes when complete. If item does not apply, place N/A over box.**
- 1. A neatly hand drawn **Site Map** (does not need to be to scale) with North at the top, showing the following six things:
 - Lot shape and dimensions showing **boundaries**
 - Location of **existing and proposed structures** on the property, the structure's outside dimensions and distances to the center of all roads, to the sides of the lot and distance to the rear lot line.
 - Location of **septic, leach field and water well** and **distances** between leach field and water well to buildings and lot lines
 - Parking** area and **driveways** including road access
 - The location of all **bodies of water** crossing, abutting or existing on the property and distances from all structures to the high water mark for each.
- 2. Relevant **Permits** as necessary:
 - Indoor Plumbing Permit** (See Plumbing Inspector)
 - Septic Design Approval** (See Plumbing Inspector)
 - Description of **Shoreland Zoning** or 100 Year Flood Plain Issues (See Code Enforcement Officer)
 - Any new construction is required to have an **exterior electrical shutoff**
 - Driveway Permit.** (See Road Commissioner)
- 3. All materials to be returned to the Town Office with a \$10.00 fee.

NOTIFICATION OF INTENT TO BUILD, REMODEL OR RENOVATE

A. APPLICANT NAME _____

Street address _____

Town _____ State _____ Zip _____ Phones _____

Email _____ Sign & date _____

B. PROPERTY OWNER _____

Street address _____

Town _____ State _____ Zip _____ Phones _____

Email _____ Sign & date (owner) _____

C. Physical location of property

Street address _____

Map number _____ Lot number(s) _____

Is the Property enrolled in a tree growth plan? Y _____ N _____

Total Acreage _____ Acreage in Tree Growth _____ Part of subdivision? Y _____ N _____

Are any structures within 100' of water? Y _____ N _____

Are any structures within 250' of water? Y _____ N _____

D. Project description

Year round residence Y _____ N _____

Seasonal residence Y _____ N _____

Commercial Y _____ N _____ Type _____

Accessory building Y _____ N _____ Type _____

Porch/deck Y _____ N _____

Seasonal conversion Y _____ N _____

Residential expansion / alteration Y _____ N _____ Type _____

(Bedroom, Family Room, Kitchen, Etc.)

Dimensions of proposed building or expansion of structures _____

Mobile home Y _____ N _____

Year _____ Make _____ Model _____ Dimensions _____

FEE \$10.00 _____ (CLERK)

DATE: _____ Expiration date - 12 months if no construction has started

FOR OFFICIAL USE ONLY

APPROVED: YES NO DATE

PLANNING BOARD SIGNATURE

REASON FOR DENIAL

SITE MAP (attach additional sheets if needed)

Property Owner _____

Address: _____ Map & Lot _____

