



Bustins Island Village Corporation
Established 1913

Building Permit Application

Fee Minimum \$25.00

Conditional Use Permits additional \$ 75.00

Make check payable to the Bustins Island Village Corporation and mail with completed application to:
Bustins Island Village Corporation, 240 US Route 1 Unit B1 #1011 Falmouth ME 04105
 The CEO may be reached by telephone at 207-615-3446 or email ceo@bivc.net.

Please be advised that your application may be denied because a) the proposed construction is in the Shoreland District and would require a Conditional Use Permit and/or b) it violates the Zoning Ordinance and would require one or more Zoning Variances. In such cases, you can request that this application be automatically forwarded to the appropriate board(s) for consideration by checking the appropriate space below. You will be advised if additional information is required.

() Yes, please or () **No, please do not** forward this application to the Bustins Island Planning Board if a **Conditional Use Permit** is required. I am aware that the fee increases to \$75.00, that a public hearing is required and that I may be required to furnish additional information.

() Yes, please or () **No, please do not** forward this application to the Bustins Island Board of Appeals if one or more **Zoning Variances** are required. I am aware that the fee increases to \$100.00, that a public hearing is required and that I will be required to file a separate application for the necessary variance(s) with the Board of Appeals along with a survey and any other information that Board requires.

Date _____

Location of property on island (General Description): _____

Identification on Zoning Map: **Section**_____ **Lot** _____

Zoning District: ___ General Purpose ___ Shoreland District ___ Resource Protection

Name of Applicant(s)_____

Home Address _____

Phone Number _____

If not owner, interest in property _____

Name of Owner(s) (If different than above)_____

Address_____

Phone Number_____

Name of Contractor_____

Bustins Island Village Corporation

Address _____

Phone Number _____

Shoreland Zone - This section is for projects with >1 cu yd excavation in the Shoreland Zone (within 250 feet of the highest annual tide)

Any excavation contractor that engages in an activity that causes disturbance of more than one cubic yard of soil within the Shoreland Zone must ensure that a DEP certified contractor is on-site (in accordance with State regulations).

Name of Contractor: _____ Phone Number: _____

Department of Environmental Protection Contractor Certification Number: _____

GENERAL REQUIREMENTS FOR A BUILDING PERMIT

1. Submit a completed building permit form along with:
 - a) (2) sets of construction prints, **11" x 17" preferred**, with sufficient clarity to determine code compliance (applicant gets (1) approved copy returned.) *Floor plan, structural details, and elevations.*
 - b) A Plot Plan showing the proposed and existing construction location and measurements all property lines and any existing septic and well location, and separation distances between.
 - c) New buildings and additions of any size that change windows, doors, and or any structural element require a building permit review by the code office.
 - d) Any construction in the Shoreland Zone (250' from Highest Annual Tide) requires a Conditional Use Permit issued by the Bustin's Island Planning Board.
2. Submit (3) copies of completed Subsurface Wastewater Disposal System application. (New home, bedroom additions; when applicable.)
3. Submit (1) copy of recorded Deed. (when applicable)
4. All subcontractors must fill out our respective permits and request required inspections.
5. Any conditions mandated by the Project Review Board and/or Board of Appeals must be completed before the application for a Building Permit will be processed.
6. The applicant is responsible for researching all deed restrictions and covenants, which may affect their property over and above standards.

Approval or Denial of Application (To be completed by Building Inspector)

Bustins Island Village Corporation

This application is: _____ Approved _____ Denied

Reason denied: _____

Project needs a Conditional Use Permit YES _____ REASON _____

Signed by Building Inspector : _____ *Date:* _____ *Notes:* _____

Bustins Island Village Corporation

Worksheet for Conditional Use Permit: Date of Hearing _____

Existing Use of Property _____

Proposed Use of Property _____

Describe the property including existing features and all proposed construction, land clearing, road building, septic system, gray water system and well or other water facilities. Note that a site plan is required on page 4. (Attach additional sheet if space below is insufficient.) _____

Estimated cost of construction (\$) _____

Information of Existing and Proposed Structure

Height of proposed structure (ft.) and number of stories _____ ft. _____ stories

Aggregate square footage (measured at outside perimeter) of existing structure _____ Sq. ft.

Aggregate volume of existing structure _____ Cu. ft.

Aggregate square footage (measured at outside perimeter) of proposed structure _____ Sq. ft.

Aggregate volume of proposed structure _____ Cu. ft.

Lot coverage of existing structure _____ % Lot coverage of proposed structure _____ %

Frontage on shore or Shore Reserve _____ ft.

Frontage on Road _____ ft.

Setback Information:

Highest Annual Tide =	Existing _____ ft.	Proposed _____ ft.
Shore Reserve =	Existing _____ ft.	Proposed _____ ft.
Front setback	Existing _____ ft.	Proposed _____ ft.
Rear setback	Existing _____ ft.	Proposed _____ ft.
Side setback(left)	Existing _____ ft.	Proposed _____ ft.
Side setback (right)	Existing _____ ft.	Proposed _____ ft.

Bustins Island Village Corporation

Filling or other earth-moving activity: ___ Less than 10 cubic yards
___ More than 10 cubic yards. Indicate approximate cubic yards ___

Septic System Plan (If Applicable)

Each of the undersigned hereby certifies that all information given in this application (including the site plan attached hereto and, if included, the elevation sketches attached is complete and accurate.) All proposed uses shall be in conformance with this application and, if applicable, any conditions noted by the Building Inspector on the last page hereof or prescribed in connection with issuance of any related Conditional Use Permit or Zoning Variance(s). Each of the undersigned hereby agrees to future inspections by the Building Inspector at reasonable hours.

Signature of Applicant

Date

Signature of Applicant

Date

Site Plan

Please include: Lot lines; names of abutting property owners on all sides; area to be cleared of trees and other vegetation; the exact position of proposed structures, including decks, porches and out buildings with accurate setback distances from the shore and Shore Reserve, front, side and rear property plans; the location of proposed well, gray water and septic system; and areas and amounts to be filled or graded. If the proposal is for expansion of existing structure, please distinguish between existing structure and the proposed expansion.

Bustins Island Village Corporation

Approval or Denial of Application

(To be completed by Building Inspector)

This application is: **Approved** **Denied**

If denied, reasons for denial (describe reasons for Conditional Use Permit and needed Zoning Variances, if applicable)

Reason(s) for the Conditional Use Permit

Zoning Variances needed:

Lot area % coverage _____

Setbacks from: **Shore** _____

Shore Reserve _____

Front lot line _____

Rear lot line _____

Side lot line (l) _____

Side lot line (r) _____

Other:

If approved, the following conditions are prescribed:

Building Inspector.....Date