

**Town of Bar Harbor**  
**Building Permit Requirements**

1. A **completed** Building Permit Application form.
2. Three copies of an approved HHE-200 Sub Surface Wastewater Disposal Form (If a Septic System is to be installed).
3. Construction Drawings that comply with the requirements of the applicable 2015 International Building Codes. Commercial buildings require a State Fire Marshal construction permit and a Maine State Architects or Engineers stamp on the drawings.
4. Plumbing and Electrical permits must be obtained by a Master Licensed Tradesman. Homeowners may do the plumbing and electrical work in their own home after obtaining a permit; provided that they will be occupying the dwelling.
5. All new construction must comply with the Bar Harbor Land Use Ordinances, Maine State Plumbing Code, National Electrical Code, and the applicable 2015 International Building Codes.

**PERMIT FEES**

New Residential Construction	.20/sq. ft. unfinished .39/sq. ft. finished
New Commercial Construction	.40/sq. ft. unfinished .59/sq. ft. finished
New Commercial Construction over \$1,000,000 in value	.79/sq. ft. unfinished 1.17/sq. ft. finished
All other construction (residential) (Driveways, parking areas, fences, demolition, signs etc.)	\$9.00 per 1,000.00 of cost
All other construction (small commercial)/ (large commercial) (Driveways, parking areas, fences, demolition, signs etc.)	\$11.00/\$20.00 per 1,000.00 of cost
New Septic Systems	\$419.00 (Non-Engineered)
Internal Plumbing	\$22.00 per Fixture \$51.00 Minimum
Electrical Permits	
Residential	\$102.00 Minimum
Commercial	1% of cost of the job (\$0.01) (Minimum \$102.00)
“After the Fact Electrical Permit”	See order adopted 09/06/05
“After the Fact Building Permit” (Penalty applied for work started before obtaining a permit)	See order adopted 09/06/05

**INSPECTIONS REQUIRED**

See inspection sheet and call (207) 288-3329 to schedule.

# Town of Bar Harbor

## LAND USE & BUILDING PERMIT APPLICATION

<b>I. LOCATION</b>	NO. & STREET _____ <small style="text-align: center;">N-S-E-W- SIDE OF STREET</small>	MAP—BLOCK—LOT _____
<b>II. TYPE OF IMPROVEMENT</b> <input type="checkbox"/> Renovation <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Wrecking <input type="checkbox"/> Moving <input type="checkbox"/> Fnd'n only <input type="checkbox"/> Other	<b>III. TOTAL COST OF IMPROVEMENTS (OMIT CENTS) \$</b>	
	<b>IV. PROPOSED USE ---</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <b>RESIDENTIAL</b>  <input type="checkbox"/> One Family  <input type="checkbox"/> Garage  <input type="checkbox"/> Other (specify) _____            Other Building on same lot _____         </div> <div style="width: 50%;"> <b>NONRESIDENTIAL</b>            Describe in detail            Proposed use _____            _____            _____         </div> </div>	

<b>V. DETAILS OF NEW WORK</b>			
<b>TYPE OF WATER SUPPLY</b> <input type="checkbox"/> Public or private Co. <input type="checkbox"/> Individual (well, etc.)	<b>TYPE OF SEWAGE DISPOSAL</b> <input type="checkbox"/> Public Town Sewer Permit # _____ <input type="checkbox"/> Private Soil Test Cert.# _____ DEP Licence <input type="checkbox"/> _____	<b>HEATING FUEL</b> <input type="checkbox"/> Oil Burner Permit <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Other <input type="checkbox"/> Oil	
Dimensions of new building	X	of addition	X
Foundation Type	<input type="checkbox"/> Slab	<input type="checkbox"/> Pilings	<input type="checkbox"/> Frost Wall
Type of Frame	<input type="checkbox"/> Wood	Style roof --	roofing --
If garage	<input type="checkbox"/> attached <input type="checkbox"/> separate	No. of off street parking spaces	Enclosed Outdoors
If Dwelling --	No. Rooms To Be Finished	No. Baths	No. Bedrooms
Fireplaces: Yes <input type="checkbox"/> No <input type="checkbox"/> # _____	Woodstove: Yes <input type="checkbox"/> No <input type="checkbox"/> # _____	Sq. Ft. Floor Area	
General description of work --			Plans submitted <input type="checkbox"/> Yes <input type="checkbox"/> No
_____ _____ _____			

VI. IDENTIFICATION	Address	Zip	Tel.
Owner			
Contractor			
Electrician			
Architect			
Plumber			

**THE OWNER OF THIS BUILDING AND THE UNDERSIGNED AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE TOWN OF BAR HARBOR**

SIGNATURE OF APPLICANT	Address	Date
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<b>Do Not Write in this Space</b>			
Certificate of Occupancy Required <input type="checkbox"/> Yes <input type="checkbox"/> No	Approved by Addressing Officer		Date
Approved by Fire Chief	Date	Approved by Treatment Plant Operator	Date
Approved by --	Permit No.	Date Permit Issued	Permit Fee

**VII. SITE OR PLOT PLAN REQUIREMENTS**

**ALL APPLICATIONS FOR A PERMIT SHALL BE ACCOMPANIED BY A PLAN ACCURATELY DRAWN TO SCALE OR SHOWING ACTUAL DIMENSIONS OR DISTANCES AND SHOWING:**

1. The actual shape and dimensions of the lot for which a permit is sought.
2. The location and size of all buildings, structures, water bodies, and other significant features currently existing on the lot.
3. The location and building plans of new buildings, structures, or portions thereof to be constructed.
4. The existing and intended use of each building or structure.
5. Where applicable, the location of soils test pits, subsurface sewage disposal system, parking lots and driveways, signs, buffer strips and private wells.
6. Such other information as may be reasonably required by the Code Enforcement Officer to provide for the administration and enforcement of the Land Use Ordinance.
7. Attached for your use is graph paper.

**IMPORTANT**

An E-911 address (issued by the Assessors Office, 288-3320) is required on all residential dwellings.

1. If dwelling is visible from road, E-911 address must be posted on the dwelling.
2. If dwelling is not visible from the road, E-911 address must be posted at the end of the driveway and visible from both directions.

FOR OFFICE USE ONLY

<b>VIII. ZONING ---</b>	<b>SETBACKS --</b>	<b>HEIGHT --</b>
DISTRICT -- _____	FRONT YARD -- _____	FROM MEAN ORIGINAL GRADE
_____	SIDE YARD -- _____	SHORE LANDS --
USE -- _____	REAR YARD -- _____	UPLANDS --
IS THE STRUCTURE LOCATED IN A SPECIAL FLOOD HAZARD ZONE ___ YES ___ NO (IF YES, ATTACH FLOOD HAZARD DEV. PERMIT)		
THE FRONT SETBACK DISTANCE IS MEASURED FROM THE _____ PROPERTY LINE _____ CENTER OF THE TRAVELED WAY		

By accepting this permit and approved application the owner/applicant agrees to comply fully with conditions of approval and all Bar Harbor adopted codes and ordinances that may apply to this application and permit.

Signed: \_\_\_\_\_  
Owner/applicant Date

Building Permit Sketch Plan Map and Lot# \_\_\_\_\_ Applicant Name \_\_\_\_\_

**State of Maine  
Chimney or Fireplace Construction/Installation Disclosure**

State law, specifically 32 M.R.S.A., Chapter 33, § 2313-A, requires that chimney or fireplace installers, as of January 1, 1992, provides you with this "Disclosure" prior to the installation or construction of your chimney or fireplace. The purpose of this disclosure is to inform you that the National Fire Protection Standard # 211 (NFPA # 211) is the current standard which applies to all new construction of chimneys and fireplaces. Please note that the State of Maine does not require registration or licensure of chimney or fireplace installers. It is important to realize that many fires are caused each year from improperly constructed fireplaces and chimneys. This disclosure form should help you in making an informed decision as to the abilities of the installer and understand what requirements the installer must comply with.

**Installer Information**

Name of Installer \_\_\_\_\_

D.B.A. \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Number of years doing installations \_\_\_\_\_

**Consumer Information**

Consumers Name \_\_\_\_\_

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

Telephone \_\_\_\_\_

**Give a brief description of installation being offered:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, the installer, hereby attest that the preceding information provided is true to the best of my knowledge. I also understand that if I fail to conform with the standards as outlined in NFPA # 211, I shall be subject to penalties as outlined under Title 32, Chapter 33, and the Oil and Solid Board Rules.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Installation Standards

The 1996 edition of NFPA # 211 contains provisions for chimney, fireplaces, venting systems, and solid fuel burning appliances including their installations. The standards apply to residential as well as commercial and industrial installations.

Please check the type of construction to be built:

- ( ) **Factory Built chimney and chimney units.**

Factory built chimney and chimney units shall be listed and installed in accordance with the temperature conditions of the listing, the manufacturer's instructions and all applicable sections of NFPA # 211.

- ( ) **Factory Built fireplaces.**

Factory built fireplaces shall be listed and shall be installed in accordance with the terms of the listing. Hearth extensions shall be provided in accordance with the manufacturers instructions or shall be of masonry on non combustible construction in accordance with applicable sections of NFPA # 211.

- ( ) **Unlisted Metal Chimney (smokestacks) for non residential applications.**

Single wall metal chimneys or unlisted metal chimneys shall not be used inside or outside of one and two family dwellings. Metal chimneys shall be constructed and installed in accordance with the appropriate sections of NFPA # 211.

- ( ) **Masonry Chimney.**

Masonry Chimneys shall be constructed by appropriate sections of NFPA # 211 for proper design, support, re-enforced, and installation.

- ( ) **Masonry Fireplace.**

Masonry fireplaces shall comply with all requirements of NFPA # 211 and all other pertinent sections.

### Consumer Checklist

Yes \_\_\_ No \_\_\_      Has the installer provided you with a written contract? 10 M.R.S.A., Chapter 219-A requires written contracts for any home remodeling or construction with an estimated cost in excess of \$ 1,400.00.

Yes \_\_\_ No \_\_\_      Have you asked the local fire department or code enforcement officials to inspect the installation during and after construction?

Yes \_\_\_ No \_\_\_      Is the installer familiar with the current NFPA # 211 standards and does he/she have a copy of same?