

PITTSFIELD BUILDING PERMIT SUMMARY

This information was prepared to help builders and homeowners understand the process of construction permitting required by the Town of Pittsfield and by State of Maine. This list may not cover all situations.

The Town of Pittsfield is required to enforce the provisions of the State of Maine's adoption of the Maine Uniform Building Energy Code (MUBEC). This consists of a Residential Building Code, Residential Energy Code, Indoor Residential Ventilation Code, Commercial Building Code, Commercial Energy Code, Indoor Commercial Ventilation Code and Radon Code. In general, all new buildings, additions and alterations projects will be required to be constructed to MUBEC standards. In advance of permitting the submittal of detailed architectural and structural construction drawings for review by the building officials will be required. Commercial and industrial projects will require drawings stamped by state licensed architect or engineer. Several inspections during the phases of construction will be required during the construction project. Building permit applicants should allow from two to four weeks for plan reviews and permitting. Town of Pittsfield Building Inspector will perform construction inspections for one and two family dwellings. Multi family dwelling, commercial and other structures will require the applicant to supply the services of a State Certified Third Party Inspector to perform plan reviews and inspections. MUBEC codes can be viewed on the Internet at <http://www.maine.gov/dps/bbcs/> scroll down on right side of the page and click on "Free viewing of ICC Codes"

Internal plumbing must meet the State of Maine Plumbing Code and a subsurface waste system must meet the State of Maine Subsurface Waste Disposal rules. Electrical and heating systems must also meet the applicable state codes.

If the building is to be connected to the town sewer a permit is required from the Pittsfield Water District and Sewer District. Please see the building inspector to start this process.

Following is a list of permits required and how to apply for them.

PERMITS REQUIRED:

The Building Inspector will assist you in determining the types of permits needed. Generally, you will need to provide the following information.

A site plan drawn to scale that will show the location of your proposed new building, setback distances from the road or street and property lines, driveways, existing buildings, well, and septic system locations.

Building Plans showing elevation views, floor plans and, framing details. Most plans will require structural design by a state licensed architect or engineer. All commercial and industrial projects will require drawings stamped by state licensed architect or engineer

Building Permit Application (form supplied by the Building Inspector)

A driveway entrance permits are required if a new or changed location of the driveway entrance to the street is proposed. Driveway entrances to state maintained road require a Maine Department of Transportation driveway entrance permit for a new driveway, change in location or change of use.

A Subsurface Waste Disposal System (septic system) design and permit is required or a Sewer and Water District Permit if in an area of town where a sewer is available is required.

Note: Internal plumbing and subsurface wastewater disposal system permits and driveway entrance permits must be obtained prior to the issuance of any building permit.

Non-residential buildings require Site Plan Review approval by the Town of Pittsfield Planning Board and in most cases a "Construction and/or Barrier Free Permit" from the State of Maine Fire Marshal's Office. This is needed in order to get a building permit from the Town. State Law also requires that plans for these projects be designed by a Maine reregistered architect or engineer.

A Town of Pittsfield Shoreland Zoning permit is required for construction within certain distance of lakes, rivers, streams and wetlands.

States of Maine Department of Environmental Protection permits are required for projects that impact on the environment of shore lands or wetlands. (Permit-By Rule, Storm Water Permit and Construction Permits to list a few). The building inspector can provide more detail.

Flood plain permit are required if your construction is located in a flood zone.

Before excavating for your project (any mechanical excavation) you must obtain a "Dig Save Permit" the building inspector can provide details.

Once the above permits are obtained progress inspections, completion inspections and Certificates of Occupancy are required to be completed by the Building Inspector before use or occupancy of the building is allowed.