



TOWN of HOLLIS
CODE ENFORCEMENT OFFICE
Phone: 929-2251 Fax: 929-3686

Office Use Only

Date Pd: _____

Amount: _____

Check #: _____

Cash: _____ CC: _____

Permit # _____

SHORELAND BUILDING PERMIT APPLICATION

Project Information

Proposed Exact Location of Construction (Sketch Attached _____): Zone _____ Map _____ Lot _____

Road/Street _____ Subdivision _____

Description of proposed project (must have plans or sketches, with sizes): _____

Estimated Cost of Construction: \$ _____

☐ Home ☐ Garage ☐ Addition ☐ Storage Shed ☐ Deck ☐ Pool ☐ After the Fact

☐ Other _____

Type of Foundation: ☐ Slab ☐ Sono Tubes ☐ Frostwall ☐ Full Foundation

Sewerage System (Plans Attached): ☐ City Sewer ☐ On-Site Sub Surface System

Was this lot created in the last five years (must attach deed)? ☐ YES ☐ NO

Is this property classified? ☐ Tree Growth ☐ Open Space ☐ Farmland ☐ Floodplain ☐ Shoreland

Additional Permits Required: **Saco River Corridor**

Property Owner Information

Property Owner Name: _____ Phone: _____

Address: _____

Email Address: _____

Applicant Information

Applicant Name: _____ Phone: _____

Address: _____

Email Address: _____

Signature of Applicant: _____ Date: _____

Required Setbacks: Front 50' Side 35' Rear 35' High Water Line 100'

Driveway permits required before building permits will be issued on the state roads. Contact Maine Department of Transportation: 885-7000. Applications available at this office.

BUILDING APPLICATIONS MUST BE FILLED IN COMPLETELY & INCLUDE THE FOLLOWING:

- ADDRESS, TELEPHONE NUMBER
- MAP/LOT
- INCLUDE PLOT PLAN SHOWING SITE PLAN
- BUILDING PLANS NO SMALLER THAN 11X17 SHOWING DIMENSIONS, SIZES AND MATERIALS
- SCALE DRAWING OF THE PROPOSED NEW, ALTERED OR RELOCATED BUILDING, OR THE REPLACEMENT CONTEMPLATED
- COPY OF DEED

THESE SUBMISSIONS WILL BECOME PART OF THE APPLICATION

APPLICATIONS WILL NOT BE REVIEWED UNTIL APPLICATION IS COMPLETE.

SUB-CONTRACTORS

General Contractor / Homeowner _____

Permit # _____

ELECTRICAL

NAME: _____

LIC #: _____

PHONE: _____

SEPTIC

NAME: _____

LIC #: _____

PHONE: _____

PLUMBING

NAME: _____

LIC #: _____

PHONE: _____

FRAMING

NAME: _____

LIC #: _____

PHONE: _____

FOUNDATION

NAME: _____

PHONE: _____

CHIMINEY

NAME: _____

LIC #: _____

PHONE: _____

Plot Plan

Name _____ Map and Lot _____

Provide sketch of proposed construction site. Please show setback lines.

Town of Hollis Building Permit Fee Schedule

Residential

New Construction – 1 Story Accessory Structure less than 100 sq. ft.	No Permit Required
Fences - 7 ft high or less.....	No Permit Required
Minimum Fee	\$75.00
New Construction: Living	Finished Area \$1.00 SF
New Construction: Non-Living.....	Finished Area \$0.50 SF
Garage, deck, basement, slab	Unfinished Area \$0.50 SF
Sheds	Unfinished Area \$0.50 SF
Manufactured Housing: (Modular or Mobile)	\$0.50 SF
Lean-to's (open sides/front)	\$50.00
Swimming Pools	\$75.00
Chimneys	\$25.00
Alterations... ..	\$0.50 SF
Solar Arrays – Rooftop & Ground Mount (Building & Electrical Permits Required)	\$0.50 SF
Additions to dwellings and other residential structures.....	Same as new construction
Demolitions-All Structures: (taxes need to be paid first)	\$50.00
Renewal Fee- expired permits	Minimal Fee

Commercial

Fences - 7 ft high or less.....	No Permit Required
Minimum Fee	\$100.00
Business/Institutional – (office, schools, church, professional, etc.)	\$1.50 SF
Mercantile/Commercial – (sales, service, stores, markets, etc.).....	\$1.50 SF
Industrial/Manufacturing – (processing, production, utilities, etc.)	\$1.50 SF
Storage/Utility – (Warehouse, mini-storage, lumber yard, parking garage, etc.).....	\$1.00 SF
Additions to commercial buildings.....	\$1.50 SF
Alterations of commercial buildings.....	\$1.00 SF
Fuel Tanks:	
A. Tanks for Storage of Gasoline, Diesel Fuel or Oil: 300 gal or over	\$50.00
B. Propane Tank in Excess of 300 Pounds.....	\$50.00
C. Removal of Tanks	\$50.00
Signs (per sign).....	\$50.00
Solar Farms (Building & Electrical Permits Required)	
A. Up to 9,999 kw.....	\$0.50 SF
B. Over 10,000 kw.....	\$0.25 SF
Kennels, Greenhouse, Pole-type Structures, (Storage Shed-type w/earth floor)....	\$0.50 SF
Additional Antenna on Tower.....	\$100.00
Renewal fee – expired permits... ..	Minimum Fee

**STRUCTURAL WORK COMMENCED PRIOR TO THE ISSUANCE OF PERMIT,
WILL BE CHARGED DOUBLE FEES.**

**Town of Hollis
Building Permit Fee Schedule (cont.)**

Electrical Permits

Residential \$75.00
Commercial State Permit Required

Plumbing Permits

Minimum Fee.....\$40.00
Fixture..... \$10.00
Permit Transfer..... \$10.00

Septic Permits

Non-Engineered System... ..\$250.00 + \$15.00 DEP Fee
Replacement Disposal Field (other fees as per State Code)... .. \$150.00

Miscellaneous

Driveway – Road Commissioner approval or State Permit required before issuance..... \$50.00
Home Occupation... ..\$75.00
Re-inspection Fee... ..\$50.00
Stop work removal fee... .. \$250.00