

# Thorndike Building Permit Process

**Planning to Build, Place or Expand a Structure so that it is Cumulatively Larger than 100 sq. ft.? You need a permit first. Fees are double for after-the-fact permits and fines may apply.**

- Make sure you have a legal building lot & know the rules
- Contact Code Enforcement Officer (CEO) Charlie Porter (207-948-6325 or 207-485-2340)

**Is your Lot on a State Road (Route 139 or 220) and Need an Entrance?**

If yes, contact Maine Department of Transportation (207-624-3620) to get a State Entrance Permit

- File Approved Permit with Town of Thorndike
- Town Entrance Permit also required

**Apply for Town Entrance Permit and 911 Address (Town Office)**

**Apply for Plumbing and/or Disposal Permit from the Town Plumbing Inspector (some exceptions apply)**

Brian Croft (207-577-9305) - appointments available 8 AM M-T-Th

**Apply for a Building Permit and Wait for Approval**

**Want Electrical Hook Up?**

Contact Central Maine Power (1-800-750-4000) for Pole Permit

**Start Building Project**

# Summary of Thorndike Land Use Regulations

## APPLICABILITY, REGULATED ACTIVITIES

No person shall undertake any of the following land use activities within the Town of Thorndike without first obtaining the required permit as outlined below:

Activity	Permit	Permit Officer	Fee
Create a new lot (split an existing lot)	Lot Permit	CEO	\$50
Build new entrance; pave, widen, or alter the grade or drainage of existing entrance intersecting with public road	Entrance Permit	Road Commissioner (Selectmen)	\$25
Install new plumbing, and/or new or replacement septic system; expand usage of existing septic system; add dwelling unit	Plumbing Permit	Plumbing Inspector	Set by State
Build or locate commercial structure	Building Permit	CEO	\$55
Build or locate dwelling	Building Permit	CEO	\$55*
Build addition over 100 square feet to existing structure, construct outbuilding of over 100 square feet, or build an addition that results in a cumulative structure of over 100 square feet	Building Permit	CEO	\$25
*\$30 for replacement of mobile home on previously permitted lot			

Any person who starts construction of any of the regulated activities without first obtaining the proper permit shall pay double the fee for the permit. If any activity undertaken violates the standards outlined within this ordinance, the person may be prosecuted and fined in accordance with Section N (*Enforcement – See Below*), and ordered to return the land to its condition prior to the illegal construction.

## ENFORCEMENT

Any entrance or structure constructed, located or placed, or any lot created without a permit, or any work performed in violation of the provisions of this ordinance shall be considered in violation and shall be subject to a fine of not less than \$100 for each offense. Each day in which a violation is proved to exist shall constitute a separate offense under this section.

The CEO is authorized and directed to enforce the provisions of this ordinance in accordance with the *Code Enforcement Officer Ordinance*. In addition, the municipal officers are authorized and directed to institute any action or proceedings that may be required to enforce the provisions of this ordinance. If any legal action is brought by the Town of Thorndike against any person or persons for violating this ordinance, and the Town prevails, then the violators shall be liable and responsible for the Town's legal fees and court cost and any other cost involved in bringing the suit or action.

## VALIDATION PERIOD

Any permit issued under this ordinance shall expire if the work is not initiated within 2 years of the date of issuance.