

What is a building permit?

A building permit gives you legal permission to start construction of a building project in accordance with approved drawings and specifications. Building permits are very beneficial to you and your community. By working with an expert code official, you will benefit from their knowledge of the building codes to ensure your construction project is built right, will be safe and will last. Safe construction practices help protect you, your family, your friends and your investment. Be sure to get your local code official involved with your project, because the building department is on your side.

When do I need a building permit?

The best way to find out if you need a permit is to call your local building department. The staff is there to serve the public by providing information about safety and understanding of your local building codes. Be sure to discuss your plans with the code official before you begin construction to determine whether you need a permit.

If a permit is not needed, the code official will answer your construction questions and provide valuable advice.

Permits are usually required for the following:

- New buildings
- Additions
(bedrooms, bathrooms, family rooms, etc.)
- Residential work
(decks, garages, fences, fireplaces, pools, water heaters, etc.)
- Renovations
(garage conversions, basement furnishings, kitchen expansions, etc.)
- Electrical systems
- Plumbing systems
- HVAC (heating, ventilating and air-conditioning) systems

What are the benefits of having a building permit?

Increased Value -- Your home or business is an investment. If your construction project does not comply with the codes adopted by your community, the value of your investment could be reduced. Property insurers may not cover work done without permits and inspections. If you decide to sell a home or building that has had modifications without a permit, you may be required to tear down the addition, leave it unoccupied or do costly repairs.

What are the benefits of having a building permit?

Protects -- A property owner who can show that code requirements were strictly and consistently met, as demonstrated by a code official's carefully maintained records, has a strong ally if something happens to trigger a potentially destructive lawsuit.

What are the benefits of having a building permit?

Ensures Safety -- Your permit also allows the code official to protect the public by reducing the potential hazards of unsafe construction and ensuring public health, safety and welfare. By following code guidelines, your completed project will meet minimum standards of safety and will be less likely to cause injury to you, your family, your friends or future owners.

How can I obtain a building permit?

Talk to Your Local Code Official

Your code official wants your project to be a success and will help you avoid potential problems that could cost you time and money. You will be asked some basic questions (What are you planning to do? Where?), advised of any requirements and, if necessary, referred to other departments for their approval. The code official will provide you with the resources and information needed for compliance with the applicable building codes. You will then receive an application for a building permit.

Submit Application

At this stage you will document the "Who, What, When, Where and How" of the job, along with any sketches or plans of the proposed work. Normally, separate permits are required for electrical, plumbing, and heating or air-conditioning work. In a brief amount of time, the code official will review your plans and determine if your project is in compliance with local requirements. If your plans meet these requirements, a permit is issued. If not, the code official may suggest solutions to help correct the problem.

Receive Permit

Now that you have been approved for a permit, you have legal permission to start construction. A fee, based on the size of the job, is collected to cover the cost of the application, the review and the inspection process. An experienced code official is available to you should you have any questions concerning your project. You should consider your code official as an ally who will help you make your project a success.

Job-site Visits

On-site inspections will be required to make certain the work conforms to the permit, local codes and plans. Again, you will have access to the expertise of the code official to help you with questions or concerns regarding the project and to ward off potentially costly mistakes. The code official will let you know approximately how many inspections may be needed for your project. Usually, a one- or two-day notice is needed when requesting visits.

Receive Final Approval

The code official will provide documentation when construction is complete and code compliance is determined. You will then have the personal satisfaction of a job done right. Enjoy your new surroundings with the peace of mind and the knowledge that they meet the safety standards in your community.

YARD SALE PERMITS

- Required by the City of Bangor's Ordinances
- Obtained in the Code Enforcement Office (First floor in City Hall)
- **\$5.00 FEE**
- Permits are good for up to 3 consecutive days
- Yard Sale signs available for small additional charge
- *State and local laws prohibit signage on utility poles-Thank You*

CODES ADOPTED BY THE CITY OF BANGOR

To facilitate the Division's Mission, the City of Bangor has adopted, by ordinance, the following nationally recognized codes:

2003 International Building Code

2003 International Residential Building Code

2003 International Mechanical Code

2005 National Electric Code

2003 International Property Maintenance Code

Maine State Plumbing Code

The State of Maine has adopted the NFPA 101 (The Life Safety Code).

Our Office will be happy to do code cross checks on plans to aid in reconciliation between the Codes.

CODE'S PERSPECTIVE ON E-911

The closer our Community comes to full implementation of E-911 it becomes vitally important that your home or business have its street number prominently displayed. The City's Property Maintenance Code specifies size and general location:

[F] 303.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm).

Remember the size and stroke specified above are minimums. If your home or business is setback substantially from the street larger numbers may be better or roadside posting on your mail box necessary.

If you have any question about your building's number please contact the City's Engineering Department. This may be particularly important if your commercial building has multiple entrances, multiple storefronts or a building with more than one street frontage.

Bangor's Historic Preservation Commission

The Historic Preservation Commission meets monthly to review requests for renovation or alterations to buildings located in historic districts or designated as landmarks. Upon finding the request meets the evaluation standards of the ordinance and the Secretary of the Interior Standards for Rehabilitation the Commission issues a Certificate of Appropriateness approving renovation, alteration or construction as requested by the owner.

Recognizing the expertise and commitment of Bangor Historic Preservation Commission, the State of Maine has designated Bangor a Certified Local Government. CLG status permits the Historic Preservation Commission of the City of Bangor to act as reviewer for the State Historic Preservation Authority serving to make the process more accessible and streamlined.

- The Commission is made up of Citizens appointed by the City Council
- The HPC meets on the second Thursday of each month at City Hall
- Meetings are open to the public
- The HPC works from prearranged agenda
- The Code Office serves as staff for the HPC and point of contact for the public

Floodplain Management

In 1968 The National Flood Insurance Program was established by the Congress of the United States. In 1977 the City of Bangor joined the National Flood Program recognizing that certain areas of the City of Bangor are subject to periodic flooding, causing serious damage to properties within those areas. As a participant in the NFIP, relief is available in the form of federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968. The City, with the assistance of the Federal Emergency Management Agency (FEMA) and the Maine Emergency Management Agency (MEMA) has identified and evaluated areas of flood hazard and established land use law governing development in areas of special flood hazards.

Floodplain Management

Areas of special flood hazard are identified in the FEMA report entitled "Flood Insurance Study, City of Bangor, Maine, Penobscot County" dated March 2002.

Development within the areas identified in the study are subject to floodplain management measures designed to protect the public's health and safety and minimize damage of a repetitive nature. Chapter 120 of the Ordinances of the City of Bangor establishes a flood hazard development permit system and review procedure for development activities in the designated flood hazard areas of the City of Bangor.

Floodplain Management

All permitting for this program is done by the Code Enforcement Division and is integrated into the permitting process for the regular Land Development Permit and Building Permit processes. Copies of the Floodplain Management Ordinance, as well as the Flood Insurance Study, and the accompanying Flood Insurance Rate Maps and Flood Boundary and Floodway Map are available in the Code Enforcement Office.

The Code Enforcement Division maintains a library of technical materials relating to flood prevention, floodproofing and the National Flood Insurance Program. Information is also available at the FEMA Website.

SHORELAND ZONING

The State of Maine requires every community to, at a minimum, regulate shoreland areas within 250 feet of the normal highwater mark of rivers, streams, great ponds and wetlands over ten acres in size and within 75 feet, horizontal distance from the upland edge of other freshwater wetlands.

The State of Maine has a model shoreland zoning ordinance or municipalities may adopt their own subject to approval by the State of Maine .

The City of Bangor has adopted its own ordinance, which is referred to as Shoreland Zoning and is incorporated as Article VII into the City's Land Development Code (Chapter 165 of the Laws and Ordinances of the City of Bangor).

Shoreland Zoning, in Bangor, includes those areas within 250 feet of the normal high-water mark of the Penobscot River and the Kenduskeag Stream and 75 feet, horizontal distance, of the upland edge of any freshwater wetland.

Property owners, contractors and developers should note land within these areas are subject to the regulations set forth under Shoreland Zoning as well as more traditional "use" zoning of the Land Development Code.