INSTRUCTIONS FOR COMPLETING CONSTRUCTION APPLICATION

The following instructions should be used for completing the attached construction application. When the application is complete, including a sketch on the reverse side of the application, please return it to the Unity Town Office together with the appropriate fee. This application should be submitted no later than the Thursday preceding a regularly scheduled meeting of the Unity Planning Board. The Planning Board generally meets the fourth Wednesday of each month at 7:00 p.m. at the Unity Town Office on School Street.
After submission of your application, the Code Enforcement Officer will contact you to arrange a site visit. He will make recommendations to the Planning Board based on that site visit. You are encouraged to attend the Planning Board meeting to answer questions or provide additional information as well as have any of your questions answered by the Planning Board. Further information regarding construction applications and requirements for approval can be found in the Land Use Ordinance, which is available at the Town Office.

- If the applicant is not the property owner, please attach a signed statement from the landowner authorizing you to act on his/her behalf.

- Size of lot, tax map and lot number may be obtained at the Town Office.

- Indicate whether you are proposing an addition, expansion or renovation to an existing building, or construction of an entirely new, separate structure. Also indicate the use of the new structure (for example; single family home, garage with breezeway, garage with apartment, commercial building, etc.)

- If the proposed structure will discharge wastewater into a septic system, you should attach a copy of the septic system design with a plumbing permit. The plumbing inspector for the Town of Unity is David Schofield. Dave can be reached at 568-3547.

- If the proposed structure will be connected to the Unity Utilities District sewer system (Depot Street, School Street, Main Street and parts of Quaker Hill Road), you should attach a copy of the approved Unity Utilities District Permit authorizing such connection. ***Please note*** that the Unity Utilities District is a Board of Trustees that is separate from the Unity Town government, however, failure to secure Unity Utilities District permit approval, if that process applies to your proposed structure, will negatively impact the Planning Board's ability to approve your construction application. For more information go to **www.unityutilitiesdistrict.org** .

A copy of the completed Construction Application and Permit should be prominently displayed at the site after being approved and signed by the Planning Board Chairman.

PLEASE NOTE

This permit is approved on the basis of information provided by the applicant in the record regarding his ownership of the property and the boundary location. The applicant has the burden of ensuring that he has a legal right to the use of the property and that he is measuring required setbacks from the legal boundary lines of the lot. The approval of this permit in no way relieves the applicant of this burden. Nor does the permit approval constitute a resolution in favor of the applicant regarding property boundaries, ownership or similar title issues. The permit holder would be well-advised to resolve any such title problems before expending money in reliance on this permit.

No. _____
Map____ Lot____
Shoreland (y/n) ____

Town of Unity

Construction Application and Permit

Please reference current land use ordinance and attached instruction sheet before completing this form. On the reverse side of this application, please make a sketch (does not need to be to scale) showing the lot with dimensions; location of existing structures, well, etc; location of proposed structures; location of wells and septic systems with dimensions from main structure and from boundaries; any other information you consider pertinent to your proposed structure.

1. Applicant's name_____ Telephone number_____
2. Applicant's mailing address_____
3. Name of Property owner(s)_____
4. Street address of building site_____
5. Size of lot_____ Number of buildings currently on lot_____
6. Type and description of construction proposed for lot_____
7. Size of proposed structure_____square feet. Maximum height_____
8. Will any proposed structure be within 100 feet of abutting farmland?_____
9. Will any proposed water well be located within 300 feet of abutting farmland?_____
10. Will any proposed structure result in the discharge of wastewater?_____
11. Is proposed structure in an area serviced by the public sewer operated by the Unity Utilities District?_____

Applicant's Signature_____

Town Office Action

Date application received_____ Fee paid_____

Code Enforcement Officer Recommendationation

Date of site visit_____ Approve_____ Approve with conditions _____ Deny_____

Conditions for approval or reasons for denial:_____

_____

Planning Board Action

Approve_____ Approve per CEO conditions_____ Approve with additional conditions_____ Deny_____

Additional Conditions:_____

Date of Action_____ Signature of Planning Board Chair_____

Unity Utilities District Action (if applicable). See attached construction application instruction sheet.

Approve_____ Approve with Conditions_____ Deny_____

Conditions for approval or reasons for denial:_____

_____

IMPORTANT

DRAW SKETCH ON REVERSE SIDE

Please Note: Building Permit expires 1 year from Planning Board Approval Date