Town of Paris

33 Market Square, South Paris, ME 04281
207-743-2501/207-743-6718
www.parismaine.org

Municipal Officers
Town Manager
Town Clerk
Bookkeeper
Deputy Clerks
Code Enforcement
Officer
Assessor
General Assistance

Letter of Understanding

Multi-Purpose Building Permits

In order to balance the need for proper construction technique compliance and building safety there are a number of building practices and requirements included in this packet. Not all standards are included so please, if you have a question, ask! We will be glad to assist if it is within our ability or we can direct you to the appropriate material to answer your question.

This form has been created to help us confirm that you have received this packet and that you understand the information within it. There is a list of required documentation and inspections in this packet. Failure to provide the documentation and contact this office or the CEO to obtain these inspections could increase the time and cost of your project. We do our best to conduct these inspections in a timely manner. We ask due to the volume of issues dealt with on a daily basis that you notify us with a request for inspection 48 hours ahead of time.

Failure to comply with the required documentation and inspections can result in work needing to be performed twice. If concrete is poured without verification, drywall installed without insulation verification or septic systems without the required inspections then it is within the inspectors right to require you to allow for such inspection. These are just a few of the examples of costly rework. At the end of construction, a building needs a Certificate of Occupancy. If the inspections are not allowed that certification can be withheld. Without it many financial institutions are now unwilling to finance.

Please work with us as we try and help you through your construction process. We are here to help and are interested in you completing your project in as timely, safe and as inexpensively as possible.

This packet was received by (name printed):

Signature: Date: