**TOWN OF MONTVILLE**

**Intent to Build Notification Form**

If you plan to build any structure in Montville larger than 100 sq ft, you are **required** to submit this form to the Town Office. Copies of this form will also be shared with the Montville Planning Board.

There is no fee for submission. However, there is a $200 penalty fee if the Montville Select Board discovers non-compliance.

Please note that this form is required for structures that were built, or installed, as of April 1, 2021. The non-compliance penalty for all submissions will be waived until March 31, 2022

New structures built after April 1st of the current tax year will not be taxed until the following year.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street address of new building/structure: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Map & Lot#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Building type:

\_\_\_ House

\_\_\_ Addition

\_\_\_ Garage

\_\_\_ Barn

\_\_\_ Shed

\_\_\_ Other: shipping container(s), box trailer(s), pre-fabricated shed(s), mobile home, fabric or poly covered frames being used for habitation or storage, animal housing, or greenhouse(s). Please specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Square Footage: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please include a sketch of proposed structure in relation to existing structures, or roadway.

Projected Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Projected Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please note that the Road Entrance Notification Form and Plumbing Permits may also be required.**

OFFICE USE ONLY: Received on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_