

Code Enforcement

Accessible

Approachable

Accountable

Monthly Report – November 2018

Summary

It is the mission of Code Enforcement to protect the safety, health and welfare of the citizens of the Town of Windham through consistent and fair enforcement of applicable federal, state and local codes and regulations.

Each month the current status of the program will be assessed using the following measures identified in the budget narrative.

1. Compliance, in part, is achieved through public education in the Maine Uniform Building and Energy Code and the Town of Windham Land Use Ordinance¹.

- Each interaction presents the opportunity to educate and inform contractors and/or citizens about state and local regulations.
- The Code Enforcement page on the Town's website provides educational information such as: The Maine Uniform and Energy Code requirements, Shoreland Zoning requirements, Town of Windham Local Ordinance requirements, Floodplain management, Stormwater Management, as well as links to Radon regulations, etc. The website also provides a staff directory/phone numbers for citizens/contractors that require further education/information.

2. Application review and permit issuance is timely².

- Inspections vary from projects to complaints. Various inspections include footings, foundation walls, foundation backfill, framing, insulation, rough electrical, electrical services, rough plumbing, final plumbing, final electric, septic field horizon, final elevation and installation, septic tanks, soil and erosion control measures, certificates of occupancies, violations and complaints³. Additionally, the number of permits issued does not reflect the number of permits received but

¹ Paraphrased from budget narrative

² Paraphrased from budget narrative

³ All structures/remodels must be in full compliance with local zoning and licensing codes, floodplain management, land development regulation/excavations, and up-to-date with the State of Maine Building and Energy Code.

not yet issued for the month due to lack of information or the applicant canceling the project.

- Two Hundred and Sixteen (133) permits were issued for November 2018.
- Five Hundred and Four (504) inspections were done for November 2018.

3. MyGov inspection and permitting performance data.

- “Inspections Summary – By Project Type”
This report shows the project type, the total number of inspections for each project type with a percentage of those that passed versus those that either partially passed or failed.
It also starts to show tracking data for the total time and total mileage that each project type accumulated for the month.
- “Activity Report – By Project Type”
This report shows the activity for the month; the number of permits issued, inspections performed, monies received and time tracking from the day permit request was made to the day it was issued. The totals for columns that show permit start to permit issue and permit performance are a total of that column.
This information doesn’t consider the times that a person requests inspection in advance, or if their project requires additional information that may increase the time for permit issuance.
- “Activity Report – By Violation Type” (Complaints)
This report shows the activity for the month; the number of complaints that were received, inspections performed, if there was a violation or not, total cases, completed cases, cases that were closed with no violation, voluntary compliance and forced compliance.
- “Impact Fees Collected”
This report shows the impact fees collected for the month, the type and the location of the project
- “Activity Comparison”
This report shows a comparison of the current fiscal year to date to the previous fiscal year to date of the previous year

Highlights

- Reports to the State of Maine were completed and submitted.
- The state implemented the 2015 MUBEC rules January 23, 2018 but gave municipalities up to 90 days to adopt and enforce the 2015 rules. We started enforcing the 2015 MUBEC rules March 1, 2018. October 2016, the NFPA and Plumbing codes were updated.

Statistics

November 2018		November 2017	
Inspections:	504	Inspections:	363
Permits:	133	Permits:	144
New Single Family	5	New Single Family	8
Accessory Apt	0	Accessory Apt	2
Replacement	1	Replacement	1
Multi-Unit	0	Multi-Unit	0
Building, Plumbing and Electrical Permit	\$ 20,157.52	Permit Fees:	\$41,074.25
Recreation Impact Fees:	\$5,120.00	Recreation Impact Fees:	\$10,520.00
Route 302 Road Improvements Impact	\$173.92	Route 302 Road Improvements Impact	\$3,520.49
Sidewalk Impact	\$0	Sidewalk Impact	\$0
Fiscal YTD 18-19		Fiscal YTD 17-18	
Inspections: (Permit and Code Enforcement)	2300	Inspections: (Permit and Code Enforcement)	1842
Permit Count:	920	Permit Count:	681
Total Dwelling	55	Total Dwelling	46
Breakdown of Dwelling Unit Types		Breakdown of Dwelling Unit Types	
Single Family Homes:	47	Single Family Homes:	36
Replacement	4	Replacement	5
Multi-Unit	2	Multi-Unit	0
Accessory Apts.:	2	Accessory Apts.:	5