

Town of Windham

Code Enforcement Office
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Code Enforcement activities for July 2014

Mission:

To ensure the public safety and health of the citizens of the Town of Windham by establishing, developing and enforcing professional standards and codes.

Activity:

We are working with Tom Trautlein with the preparation of our department and MyGov software solution. Hardware is being set up and installed for field use. We look forward to the opportunity to implement this software to provide an online service to the citizens as well as a more efficient process.

MyGov will give our department the ability to better track our activities and provide the means to gather data and performance statistics. This will be a great step forward in achieving the direction of performance measurement.

Inspections:

Inspections are a key part of our department's success toward achieving our mission. 291 inspections were performed in the month of July 2014. Inspections vary from project to complaint. Various inspections include footings, foundation walls, foundation backfill, framing, insulation, rough electrical, electrical services, rough plumbing, final plumbing, final electric, septic field horizon and final elevation and installation, septic tanks, soil and erosion control measures, certificates of occupancies, violations and complaints.

- Inspection count for **FISCAL YEAR 2013-14 to date** - 2410
- Inspection count for **FISCAL YEAR 2014-15** - 291

Permits:

Monthly Permit Count	145
FISCAL YEAR 2013-14	1315
FISCAL YEAR 2014-15	145
New Single Family home FISCAL YEAR 2013-14	73
New Single Family home FISCAL YEAR 2014-15	3

Monies received:

Total monies taken in for permits were	\$17,417.27
Total monies taken in for Recreation Impact Fees	\$ 2,160.00
Total	\$19,577.27

Projects:

Permits/reviewing/issuing/tracking/recording

Violations/complaint tracking and letters

Revisions to the proposed **fee schedule** – gathering data from surrounding communities regarding fees. Many communities are in the update process as well.

Ongoing - Working with the Floodplain Management in obtaining an updated model floodplain ordinance as well as determining which properties within the town will be affected by the updated FEMA maps. Once this is

Code Enforcements activities for July 2014 (cont.)

completed, those residents will be notified of any changes and provided the appeal procedure. The new Flood maps have no changes within the community; updates are within the coastal communities.

Working on Fire Code changes with John Wescott and rewriting the ordinance language to be consistent with current regulations.

Monthly plumbing report was prepared for the State

Monthly report for Town

Monthly report for Census

Monthly report for McGraw for building statistics

- **Meetings:**
- Heather attended monthly meeting w/ Department Heads
- Heather attended monthly meeting w/Tony Plante
- Heather met with Kelsey Ward in regard to the annual report requirements for storm water.
- Working with Tom Trautlein on the MyGov implementation