

# Town of Windham

Code Enforcement Office  
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## Code Enforcements activities for March 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.

### Inspections:

Inspections are a key part of our department's success toward achieving our mission. We performed 159 inspections for the month of March 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.

### Permits:

- ❖ We issued a total of 64 permits
  - 35 building permits
  - 11 plumbing permits.
  - 8 septic permit (which include field and or tanks).
  - 1 Shoreland Zoning Review
  - 5 Soil & Erosion Control
  - 2 Tree Cutting
  - 1 Outdoor sales
  - 1 Board of Appeals applications
    - **Total monies taken in for the permits were \$10,596.37**
- ❖ Accessory Apartment for 2013 – Total 3 (new change to ordinance)
- ❖ Accessory Apartment for 2014 – Total to date - 1
- ❖ Single Family count for FISCAL YEAR 2012-13 - 53
- ❖ Single Family count for 2013 – 14 to date - 56
- ❖ Replacement houses for 2013–14 to date - 6
- ❖ Single Family count for 2014 – to date - 19

### Letters:

- ❖ We have had 20 letters/permits:
  - 10 Approved building permits mailed
  - 7 Informational letters
  - 1 Monthly plumbing report for State
  - 1 Monthly report for Town
  - 1 Monthly report for Census

## Code Enforcements activities for March 2014 (cont.)

- 1 Monthly report for McGraw for building statistics
- 2 Monthly reports for tracking mileage on jeeps (for each vehicle)

### Projects:

- Permits/reviewing/issuing/tracking/recording
- Violations/complaint tracking and letters
- Code Enforcement is tracking daily/monthly mileage for inspections.
- Revisions to the proposed **fee schedule**
- 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 completed, those residents will be notified of any changes and provided the appeal procedure.
- Working on Fire Code changes with John Wescott and rewriting the ordinance language to be consistent with current regulations.

### Meetings:

- Heather attended monthly meeting w/ Department Heads
- Heather attended monthly meeting w/Tony Plante
- Heather Attended a preconstruction meeting with Ben Smith on the hotel
- Heather attended a meeting with Ben Smith to discuss Ordinance changes.
- Heather attended an EDU Code Conference and tested to obtain her national certification through International Code Council. She is 1 of 2 code officers in the state with this certification.
- Heather attended a Safety meeting
- Heather attended a meeting with Tony and Greg McCormick
- Heather attended a Board of Appeals on site plus a meeting.
- Heather met with Ben Smith and a potential new owner to operate a fireworks store
- Heather met with Ben Smith on Recreation Impact Fee - implementation detail planning
- Heather met with Ken Ray to discuss potential bowling alley requirements

### Miscellaneous: