

# Town of Windham

Code Enforcement Office  
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## Code Enforcements activities for May 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. 271 inspections were performed in the month of May 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 169 permits
  - 96 building permits
  - 15 plumbing permits.
  - 17 septic permit (which include field and or tanks).
  - 9 Shoreland Zoning Review
  - 14 Soil & Erosion Control
  - 1 Tree Cutting
  - 1 Change of Use
  - 1 Sewer hook-up
  - 6 Driveway
  - 4 Street Opening
  - 1 Outdoor permanent sales
    - **Total monies taken in for the permits were \$35,485.11**
- 4 Impact Fee – Recreation – \$ 4,320.00
- 1 Board of Appeals - \$400.
  - **Total monies taken in with the impact fees & ZBA were \$40,205.11**
- ❖ Accessory Apartment for 2013 – Total 3 (new change to ordinance)
- ❖ Accessory Apartment for 2014 – Total to date – 3
- ❖ Permit count for **FISCAL YEAR 2012-13** - 1002
- ❖ Permit count for **FISCAL YEAR 2013-14 to date** - 1086
- ❖ Single Family count for **FISCAL YEAR 2012-13** - 53
- ❖ Single Family count for **FISCAL YEAR 2013-14 to date** - 62
- ❖ Inspection count for **FISCAL YEAR 2012-13** - 1903
- ❖ Inspection count for **FISCAL YEAR 2013-14 to date** - 2128

# Code Enforcements activities for May 2014 (cont.)

## Letters:

- ❖ We have had 25 letters/permits:
  - 10 Approved building permits mailed
  - 9 Informational letters
  - 1 Monthly plumbing report for State
  - 1 Monthly report for Town
  - 1 Monthly report for Census
  - 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 have been completed and submitted for Council review
- 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 Shoreland Zoning training for new changes. Once final changes have been completed at the State level, an updated model ordinance will be submitted.