

**REGULATORY REVIEW COMMITTEE MEETING
5:30 P.M., THURSDAY, SEPTEMBER 27, 2018
COUNCIL CHAMBERS – BUCKSPORT TOWN OFFICE**

AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Chapter 5– discussion of Alpha 1 recommendations**
- 4. Adjournment**

Regulatory Review Committee

Mark Eastman

David Kee

Paul Rabs

For Regulatory Review Committee meeting 9-27-2018

The following revisions to the proposed Chapter 5 Building Codes and Standards are submitted for review. Section 6.1.2 is amended to remove stairs, landings and ramps for public use from permit exemptions. Section 7.2 is amended to clarify that accessibility improvements are also subject to inspection.

An amendment to Appendix K will also be proposed in the near future that will add accessibility standards for review, and clarify that stairs and ramps for public use will be subject to review.

SECTION 6 PERMITS REQUIRED

- 6.1 Except as otherwise provided for in the section, a building permit is required prior to the construction, erection, installation, alteration, movement, enlargement or replacement of any building or structure including, but not limited to, those constructed or assembled on site and those that are prefabricated and delivered to a site. For the purposes of determining permit requirements, manufactured housing shall be considered a building.
- 6.1.1 A building permit is not required for buildings or structures that are considered to have a minimal impact on the environment, municipal services and abutting properties. Exemption from the permit requirements of this chapter shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this chapter or any other laws or ordinances enforced by the Town. Any building or structure that does not require a building permit may still be subject to other municipal, state or federal permit requirements.
- 6.1.2 Buildings and structures that may be constructed, erected, installed, altered, moved, enlarged or replaced without a building permit include the following:
1. Swing sets, playhouses, playgrounds, benches, picnic tables, and other similar structures.
 2. Seasonal swimming pools.
 3. Fences, retaining walls, patios, fountains and similar structures.
 4. Pet shelters with a footprint limited to 100 square feet or less.
 5. Pens and corrals.
 6. Stairs, landings and ramps that are not for public use.
 7. Outbuildings with a footprint limited to 100 square feet or less.
 8. Free-standing decks with a footprint limited to 100 square feet or less, and which are not subject to the requirement of a guardrail.
 9. Fabric-covered shelters for residential accessory use (no concrete foundation).
 10. Portable ice fishing shelters.
 11. Temporary office and storage trailers on construction sites.
 12. Temporary vegetable stands and similar structures.
 13. Temporary stages, seating and theatrical props.
 14. Structures built at or below grade including, but not limited to, roads, sidewalks, trails, driveways, parking lots, RV parking sites, play fields, courts, tracks, ponds, underground utilities, wells, septic systems, storage tanks and similar structures.

Storm shelters, survival bunkers and other occupiable underground structures are not exempt.

15. Utility poles, lamp posts, sign posts, pylons and similar structures.

16. Solar energy systems, stand-by generators, outdoor wood boilers, vehicle charging stations.

17. Above-ground storage tanks.

18. Sculptures, monuments and similar structures.

19. Free-standing and attached antennas and dish antennas, cell towers, windmills, wind turbines and similar structures.

20. Bollards, Jersey barriers and similar structures.

6.2 A building permit is not required for ordinary repairs and property maintenance, including, but not limited to, window and door improvements, roofing and siding replacements and repairs, painting, drywall installation, and kitchen and bath improvements.

6.3 Manufactured housing is subject to the following permit requirements:

1. A building permit to install a mobile home constructed before June 15, 1976, or a mobile home without a permanently affixed label certifying compliance with HUD construction and safety standards, may not be issued until written certification from a qualified professional has been provided to the CEO verifying that the mobile home is in compliance with the applicable requirements of Section 9.

2. A building permit to install any new manufactured housing purchased from other than a dealer licensed by the State, may not be issued until a bill of sales or other proof of sales tax payment for the manufactured housing has been submitted to the CEO

3. A building permit to install any used mobile home from another jurisdiction may not be issued until proof of payment of all property taxes due in that jurisdiction for the mobile home has been submitted to the CEO.

6.4 If a state permit is required before a building permit can be issued, the CEO shall not issue the permit until such time a copy of the state permit is provided to the CEO.

6.5 If an entrance permit is required for a proposed construction project, the CEO shall not issue the building permit until such time a copy of the entrance permit is provided to the CEO.

6.6 If a subsurface wastewater disposal permit is required for a proposed construction project, the CEO shall not issue the building permit until such time a subsurface wastewater disposal permit can be issued by the CEO.

6.7 If a sewer permit is required for a proposed construction project, the CEO shall not issue the building permit until such time a copy of the sewer permit is provided to the CEO.

6.8 A plumbing permit issued by the town is required in accordance with the State of Maine Internal Plumbing Rules and the Maine Subsurface Wastewater Disposal Rules.

6.9 A municipal electrical permit is not required for electrical installations.

- 6.9.1 Electrical installations are subject to inspection in accordance with Section 7.3.4.
- 6.10 A municipal mechanical permit is not required to install, replace, repair or maintain any heating, ventilation, air conditioning or other mechanical equipment.
- 6.11 No permit may be issued for a structure that would be located on an unapproved subdivision lot or that would violate any other local ordinance, or regulation or statute enforced by the municipality.
- 6.12 No permit may be issued until the town has received payment of the required fee, as identified in the town's approved Schedule of Fees.
- 6.12.1 When a permit fee is based on square footage of new construction, the outside dimensions of the structure at the floor level of each story shall be used to calculate the fee. Also included in the calculation are attic floor areas when the areas are accessed by a fixed or folding stairway, basement floor areas occupied as living space and deck and porch floor areas.
- 6.12.2 Permit fees for alterations are based on the total square footage of the altered floor area. If no floor area is affected, such as the addition of a dormer, the minimum permit fee shall be charged.
- 6.12.3 No submitted permit fee may be refunded.
- 6.12.4 An administrative fee shall be added to the required permit fee when any work subject to a building permit is started without the required permit. The administrative fee is identified in the town's adopted Schedule of Fees.
- 6.13 Upon issuance of a permit, required inspections and occupancy approvals shall be conducted by the CEO in accordance with the requirements of Section 7.
- 6.14 A permit shall expire 180 days after the date of issuance, unless work authorized by the permit is commenced, or if the permitted work is suspended or abandoned for a period of 180 days after the work commenced. The CEO may authorize extensions of up to 180 days each to the life of an issued permit upon payment of a \$25.00 fee for each extension. Justifiable cause must be shown to grant an extension.

SECTION 7 INSPECTIONS AND APPROVALS

- 7.2 All required inspections conducted by the CEO shall be identified on the permit and may include inspections for foundations, masonry, framing, floodplain construction, insulation, fire-rated construction, accessibility, occupancy approval, manufactured housing installations and any other necessary inspection as determined by the CEO.