

Building Notification Ordinance

Town of Weston, Maine

1. Purpose:

To provide a means of notifying the Town for assessment and tax purposes, and to provide a means for notification when the applicant is in violation of existing Town Ordinances.

2. Authority:

- 2.1 This ordinance is enacted pursuant to 30-A MRSA 3001 (Home Rule).
- 2.2 The effective date of this ordinance shall be 45 days after adoption by the voters of Weston.
- 2.3 This ordinance shall apply to all activities stated in section 1 (Purpose) above commenced after the effective date of the ordinance.

3. Administration:

- 3.1 The Code Enforcement Officer and Plumbing Inspector shall enforce all State Laws and the regulations of this ordinance, with the assistance of the Town Selectpersons.
- 3.2 The Code Enforcement Officer shall immediately report any violations of this ordinance to the Town Selectpersons
- 3.3 The Town Clerk shall accept completed Intent to Build Notification forms and place submitted forms on file in the Town Office.

4. Notification:

- 4.1 Before the construction, relocation, placement, expansion, or alteration (physical dimension change) of any building including mobile and manufactured homes is commenced, the owner or his/her authorized agent shall obtain an Intent to Build Notification from the Town Office to cover such work.
- 4.2 Intent to Build Notification shall include the following information:
 - a. A sketch showing location and layout of proposed building(s)
 - b. For new construction: proposed septic system and water source locations, if applicable.
- 4.3 The term "building" as used in this ordinance is defined as a structure or structures or portions thereof, constructed or erected with a fixed location on or in the ground for more than 120 days annually. **This ordinance shall not apply to buildings occupying less than 100 square feet of ground area nor work the cost of which does not exceed \$1,000.00.**
- 4.4 The cost of the Intent to Build Notification shall be \$20.00.

4.5 The Intent to Build Notification is valid for 1 year and is extendable for an additional year for another \$20.00. After 2 years, a new Intent to Build Notification application will be required.

5. Enforcement:

This ordinance shall be enforced pursuant to 30-A MRSA 4452 and all penalties and remedies contained within that statute, as amended, shall apply to any violation of this ordinance.

5.1 Any violation of this ordinance shall be deemed a violation under the law, 30-A MRSA 4452.

5.2 It shall be the duty of the Code Enforcement Officer (CEO) to enforce the provisions of this ordinance. If the CEO shall find that any provision of this ordinance is being violated, he shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it. Copies of such notices shall be delivered to the Town Selectpersons and maintained as a permanent record.

5.3 When the above action does not result in the correction or abatement of the violation, the Municipal Officers are hereby authorized and directed to institute any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations that may be appropriate or necessary to enforce the provisions of this ordinance in the name of the Municipality.

6. Conflicting Provisions:

Whenever the regulations made under authority hereof differ from those described in any Federal or State statute, Ordinance or other regulation, that provision which imposes the greater restriction or higher standard shall govern.

7. Validity:

If any section, clause, provision, portion or phrase of this ordinance shall be held invalid or unconstitutional by any Court of competent authority, such holding shall not affect, impair or invalidate any other section, clause, provision, portion or phrase of this ordinance.

8. Penalty:

Any person, persons, firm or corporation owning or having control of any building or premises in the Town of Weston and not obtaining an "Intent to Build Notification" will be subject to penalties as set forth in 30-A MRSA 4452. All burden of proof as to the date of noncompliance rests with the violator.

9. Amendments:

This ordinance may be amended by majority vote of the Town at any Town Meeting, the warrant for which gives notice of proposed change(s).

TOWN OF WESTON
INTENT TO BUILD NOTIFICATION

Present Date: _____

Project Start Date: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Location of Proposed Project: _____

Map: _____ Lot: _____

Please Answer Questions below.

1. Is this proposed structure a new building? YES NO
2. Is this proposed structure an expansion of an existing structure? YES NO
3. Is this project a conversion of a seasonal use to year round use structure? YES NO
4. Will the project be within the area regulated by Weston's Shoreland Zoning Ordinance? YES NO
 - a. If yes, an Application for Building Permit needs to be completed and submitted to the Planning Board.
 - b. There will be no charge for the Intent to Build Notification if a Shoreland Zoning permit is required.
5. For a new residential structure, addition of a bedroom, or conversion of a seasonal to year round use, attach a completed HHE 200 or HHE 211.
 - a. HHE 200 attached. _____ (for Town use)
 - b. HHE 211 attached. _____ (for Town use)
6. Is there a culvert to be installed? YES NO
 - a. Private Road: Nothing required by the Town
 - b. Town Road: Driveway Entrance Permit required.
Attach completed form.
 - c. State Road: MDOT Road Opening Permit required.
Attach completed form.

**TOWN OF WESTON
INTENT TO BUILD NOTIFICATION**

7. Sketch of proposed structure. (attach add'l sheets if necessary)
(Not required if Shoreland Zoning Application is attached)

Indicate existing and proposed structures, roads, front, side and rear setbacks, septic system, well(s), utility poles, etc.

A completed copy of this form must be presented to the Town of Weston before any construction may begin, or before any structure may be moved onto land within the Town of Weston, Maine. Failure to do so will make you liable for penalties described within the Building Notification Ordinance adopted by the Town of Weston, Maine.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Date Received: _____ Fee Paid: _____ (for Town use)

Extension Date: _____ Fee Paid: _____ (for Town use)

Glossary: HHE 200= Maine Septic application, HHE 211= Plumbing Permit, MDOT= Maine Dept. of Transportation