

**TOWN OF ENFIELD, MAINE
APPLICATION FOR BUILDING NOTIFICATION**

DATE SUBMITTED _____

Property Owner Name:	_____	Mailing Address:	_____
Property Address of Work	_____	Phone:	_____
Email Address:	_____	Permit to: (please check one below)	
Map #	<input type="checkbox"/>	Build	<input type="checkbox"/>
Lot #	<input type="checkbox"/>	Alter	<input type="checkbox"/>
Size of Lot:	Frontage _____	Enlarge	<input type="checkbox"/>
	Depth _____	Square Footage _____	

Building Information:			
Length _____	Width _____	# of Floors _____	Cellar (circle): Yes or No
Type of Construction (wood, etc) _____	Type of Septic System: _____		
Type of Roof Covering (metal/asphalt): _____	Type of Roof (pitch, etc.) _____		
Other Buildings on Property (circle):	Yes or No	# of Other Buildings:	_____
Total Square Footage of Each: _____	Use / Description of Each: _____		
Description of Work to be Performed: _____			

Contractor Information:			
Building Contractor - name :	_____	Phone Number:	_____
Electrical Contractor - name :	_____	Phone Number:	_____
Plumbing Contractor - name :	_____	Phone Number:	_____

Attach a sketch that indicates: total lot ; location of proposed structure ; location of septic system; and distances from other buildings, roads, and property lines.

Permit Information (FOR TOWN USE ONLY):			
Permit Granted:	Fee Charged _____	Date _____	Permit # _____
Permit Denied:	Date _____	Reason _____	
Payment:	Amount Received _____	Check # _____	Date _____
Notification:	Date _____	Person Notified & How _____	

Code Enforcement Officer : _____ Date : _____
signature

Please use back of form if additional space is needed.

PROPOSED BUILDING NOTIFICATION ORDINANCE
FOR THE TOWN OF
ENFIELD, MAINE

Section 1. Title and Purpose:

This ordinance shall be known as the "Building Notification Ordinance of the Town of Enfield, Maine" and will be referred to herein as "this Ordinance". It is enacted by the inhabitants of the Town of Enfield to promote the health, safety, convenience, welfare, and property values of the inhabitants by requiring notification of intention to build for all dwellings and structures, as defined in this Ordinance.

Section 2. Authority:

- 2.1 This ordinance is enacted pursuant to the authority given the town in 30 MRSA 1917 (Home Rule), and 30 MRSA 3221 (Soil Suitability Prior to Construction).
- 2.2 The effective date of this ordinance shall be thirty (30) days after it is adopted by vote of the legislative body of the Town of Enfield.
- 2.3 This ordinance shall in no way impair or remove the necessity of compliance with any other rule, regulation, by-law, permit or provision of law.
- 2.4 This ordinance shall apply to all construction commenced after the effective date of the ordinance.

Section 3. Administration:

- 3.1 The Code Enforcement Officer shall enforce all the regulations of this ordinance, with the assistance from the Town Selectmen.
- 3.2 The Code Enforcement Officer shall immediately report any violations of this ordinance to the Board of Selectmen.
- 3.3 The Town Clerk shall accept completed Intention to Build Notification Forms and shall place submitted forms on file in the Town Office.

Section 4. Notification of Intention to Build

- 4.1 Before construction is started on any structure, the owner shall complete an Intention to Build Notification Form. Forms may be obtained from the Town Office.
- 4.2 "Structure" is hereby defined as a building or buildings or portion thereof on a single parcel constructed or erected with a fixed location on or in the ground or attached to something on or in the ground which occupies a ground area in excess of 200 sq. ft. or value of materials and labor to construct in excess of \$1,500.

4.3 A complete Intention to Build Notification Form shall include:

- a. sketch showing location and layout of proposed structure(s);
- b. estimated cost of the proposed structure, including cost of labor;
- c. for new dwellings, expansion of existing dwellings, and conversion of seasonal dwellings to year round use, a valid permit for a subsurface disposal system, or letter that such permit is not necessary from the Local Plumbing Inspector.
- d. Shoreland Zoning permit for construction within the shoreland district.

Section 5. Enforcement and Violations:

The Code Enforcement Officer shall notify in writing any individual proceeding to build without prior notification to discontinue until notification has been provided. A copy of such notices shall be maintained as a permanent record.

Any person continues to build without notification after notice by the Code Enforcement Officer shall have committed a civil violation subject to a fine of not less than \$100.00 and not to exceed \$2500 and other penalties provided pursuant to 30 MRS 4966. Each day that such violation exists shall be deemed a separate offense.

Section 6. Amendments:

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