

WISCASSET ORDINANCE REVIEW COMMITTEE  
MINUTES, SEPTEMBER 14, 2020

Present via Zoom        Jackie Lowell, Karl Olson, Deb Pooler and Jason Putnam

Absent:                    Al Cohen and Christopher Juntura

1. Call to Order

Chairman Karl Olson called the meeting to order 5:15 p.m.

2. Approval of Minutes of August 10, 2020

Deb Pooler moved to approve the minutes of August 10, 2020 as written. Vote 4-0-0.

3. Approval of Amended Article II – Building Laws (to add MUBEC) – Attached

Karl Olson moved to accept the amended article as presented and to forward the change to the Planning Board for a public hearing prior to sending the amended article to the select board. Vote 4-0-0.

4. Approval of Amended Article II – Building Laws (to add certificate of occupancy requirement for residential structures) - Attached

Karl Olson moved to accept the amended article as presented and to forward the change to the Planning Board for a public hearing prior to sending the amended article to the select board. Vote 4-0-0

5. Discussion of Solar Ordinance

The committee members will review the information on solar ordinances and the draft change to the Site Plan Review Article VIII which were previously sent to the members. The method of calculating fees for Solar installations was discussed, as the fee cannot be based on the square footage of non-existent structures. Fees are set by the select board.

6. Other Business

Karl Olson briefly described the site walk taken at the previous meeting by ORC members and Mary Ellen Barnes (Friends of Wiscasset Village) to look at parking. He said they noted the lack of common signage and the placement of handicapped parking at the far end of Railroad Avenue. The use of sidewalks was also discussed, but a policy for that use will have to be determined by the select board before any ordinances are proposed.

7. Adjournment

Jason Putnam moved to adjourn the meeting at 6:30 p.m.

## Article II – BUILDING LAWS

Section 1.1.1 Whoever intends to erect a building or structure, or locate a mobile home or change the outside dimensions of a building or structure, make structural changes or repairs or do other work to a building or structure that requires compliance with specific state or federal codes or town ordinances, shall not begin until the Code Enforcement Officer has issued a building permit. The Code Enforcement Officer shall issue a building permit only if he has received a building permit application form stating the exact location, dimensions, height and other sufficiently detailed plans and specifications to enable him to determine that the proposed work will comply with applicable town ordinances ~~and building codes~~, the **Maine Universal Building and Energy Code (MUBEC)** and other state and federal laws and building codes. Copies of all building permits shall be on file at the Town Office in Town Clerk's files and shall be available to the public during the clerk's working hours.

### GLOSSARY

**HOME OCCUPATION:** An occupation or profession which is customarily conducted on or in a residential structure or property and which is 1) clearly incidental to and compatible with the residential use of the property and surrounding residential uses; and 2) which employs no more than three (3) persons other than family members residing in the home. **A retail sales outlet does not qualify as a home occupation unless the item sold is a product of the owner's labor, e. g. manufactured, created, produced, grown or caught.**

### 2.12 CERTIFICATE OF OCCUPANCY

2.12.1 The Code Enforcement Officer must issue a certificate of occupancy before any **residential or** non-residential structures, buildings, accessory outbuildings or land which required Planning Board or Appeals Board approval are occupied for that use for which the approval was given. The Code Enforcement Officer shall issue the certificate when the Code Enforcement Officer determines that the structure, building, accessory outbuilding or land, and the occupancy thereof, comply with the provisions of Wiscasset's Ordinances and with all provisions of any order by the Planning Board or Appeals Board.

2.12.2 The Code Enforcement Officer may issue a temporary certificate of occupancy for all or part of a **residential or** non-residential building or structure .