



422 BEAR RIVER ROAD, NEWRY, ME 04261
(207) 824-3123

Amendments to Land Use and Building Code Ordinance

ATTEST: A true copy of the ordinance entitled Amendments to Land Use and Building Code Ordinance, as certified to me by the municipal officers of the Town of Newry, Maine, and adopted by the town meeting on the 13th day of May, 2025.

Date: 4/22/25

Signature: 
Town Clerk



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(207) 824-3123

CERTIFICATION OF PROPOSED ORDINANCES BY MUNICIPAL OFFICERS

This certifies to the municipal clerk of the Town of Newry that the within ordinance is a true copy of an ordinance entitled:

Amendments to Land Use and Building Code Ordinance

to be acted upon by the voters at a town meeting to be held on May 13, 2025.

Dated: 4/22, 2025

Municipal Officers of Town of Newry, Maine

Dan Wright
Virginia Colman
Mandy B.

Town Of Newry

**Land Use and Building Code
Ordinance**

Amended December 7, 2009
Amended June 14, 2022
Amended May 13, 2025

Table of Contents

Section 1, Scope	Page 2
Section 2, Code Enforcement Officer	2
Section 3, Land use Permit	3
Section 4, Fees	4
Section 5, Letter of Compliance	4
Section 6, Minimum Dimensional Requirements	5
Section 7, Chimneys, Fireplaces, Vents, & Solid Fuel Burning Appliances	5
Section 8, Reserved	5
Section 9, Electrical Wiring	5
Section 10, Plumbing	5
Section 11, Means of Egress	6
Section 12, Sprinkler System (When required)	6
Section 13, Smoke Detectors	6
Section 14, Amendments	6
Section 15, Violations	7
Section 16, Appeals	7
Section 17, Other Ordinances	7
Section 18, Validity and Severability	7
Section 19, Definitions	8
Appendix A, Table of Dimensional Requirements	10

Section 1: Scope

The provisions of this Land Use and Building Code Ordinance (the "Ordinance") shall apply to the following.

- A. The construction or placement of a new structure (this shall include the replacement of an existing structure)
- B. Relocation of an existing structure.
- C. The placement of a permanent foundation beneath an existing structure
- D. The remodeling/alteration of a structure involving one or more of the following.
 - 1. The increase in the size of the structure (horizontally or vertically).
 - 2. Alteration of structural "load bearing" components, with approved drawings.
 - 3. Any improvements, maintenance or repair to existing structures, that exceeds 100 sq ft., collectively, in any 12-month period.

Section 2: Building Inspector

- A. This Ordinance shall be administered by the Code Enforcement Officer ("CEO") or designee, who shall be appointed by the Select Board.
- B. **Inspection**
The CEO shall review all plans and specifications for alterations, renovations and new structures proposed to be constructed, placed, altered, repaired, replaced or relocated for the purpose of enforcing the provisions of the ordinance for setbacks and lot coverage, and all other local and State Laws governing the construction, alteration, replacement or repair of structures to meet State of Maine ICC-codes and for life safety standards.
- C. **Right of Entry**
The CEO, in performance of his or her duties, may enter any structure for the purpose of making the inspection required by this ordinance. If the owner refuses permission for entry by the inspector, the CEO must secure an administrative warrant at the District Court pursuant to Rule 80E of the Maine Rules of Civil Procedure.

Section 3: Land Use Building Permit

The purpose of a Land Use Building Permit is to provide the Town of Newry notice of construction or alteration of a structure in order to ensure compliance with Town ordinances and State laws, regulations, standards and codes, and equitable property tax assessment.

- A. Before beginning any activity under the scope of this Ordinance, including land clearing for the purpose of construction, the owner, the owner's agent or lessee shall obtain from the CEO a Land Use Building Permit covering such purposed work.
- B. Application
 - 1. The application for Land Use Building Permit shall be submitted in writing to the CEO.
 - 2. It shall include:
 - a. The name and address of the owner.
 - b. An address and map indicating the construction site location.
 - c. The Uniform Development Review Ordinance Growth Management or Shoreland Zoning District in which the project is located, if applicable.
 - d. A site plan showing the location of existing and proposed structure(s), subsurface wastewater disposal system, water supply, areas to be cut and filled and lot coverage and dimensions including road frontage.
 - e. A statement of the intended use of the proposed structure(s).
 - f. Floor plans and specifications including the proposed number of bedrooms and bathrooms, elevation views, footprint with dimensions and a cross section meeting the applicable State rules, regulations and State adopted building and energy codes.
 - g. Copies of subsurface wastewater disposal system and internal plumbing permits.
 - h. Estimated cost, to include materials and labor, of the entire project.
 - i. A disposal plan, including a contract for a roll-off container for construction debris from a private waste disposal company for

projects exceeding \$25,000 in value. (See Uniform Development Review Ordinance ("UDRO") Section 13.R, Refuse Disposal)

- j. For residential dwellings in subdivisions approved on or after December 7, 2009, a copy of the State Sprinkler Permit application or compliance with subsections b. or c. as described in Section 13.AC of the UDRO showing that such applicable system is in place and operational serving the dwelling unit applying for a building permit.

C. **Permit Approval**

The CEO, after determining whether the application is complete and after proper examination of the application for conformance with the Ordinance, shall either issue the requested permit or transmit notice of refusal within two weeks after acceptance of a complete application. Notice of refusal shall be in writing and shall state the reason thereof.

D. **Life of Permit**

All Land Use Building Permits shall be void unless work thereunder is commenced within twelve (12) months of the date of issuance or completed within 24 months of issuance, provided that the CEO may extend the Land Use Building Permit for up to an additional 12 months upon a showing by the applicant that additional time is needed due to required local, state, or federal permits or approvals.

E. **Display of Permit**

Prior to the beginning of construction every Land Use Building permit shall be displayed in a conspicuous place on the premises, clearly visible from the principal traveled road, and shall not be removed until work covered by the permit has been completed.

Section 4: Fees

A fee shall accompany the application for a Land Use permit at rates established by the Selectboard. Such fees shall be reviewed and approved annually as part of a Master Fee Schedule to be established and maintained by the Select Board.

Section 5: Letter of Compliance

A letter of compliance drafted and submitted by the property owner or authorized agent when the project is complete stating setbacks, lot coverage and life safety standards are met.

Section 6: Minimum Dimensional Requirements

A. Dimensional Requirements

All lot dimensional requirements shall comply with Section 23 of the UDRO.

B. Driveways

Each lot accessed by a public or private road shall be provided with a driveway of between 12 and 30 feet in width and meet the sight line distance requirements for the posted speed limit for the road. Driveway culverts shall be installed by the lot owner, subject to approval by the Road Commissioner, Maine Department of Transportation or homeowner's association if one exists, for a private road.

Section 7: Chimneys, Fireplaces, Vents, and Solid Fuel Burning Appliances

The construction and installation of chimneys, fireplaces, vents and solid fuel burning appliances shall be in compliance with NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel Burning Appliances as adopted by the State or as amended.

Section 8: Reserved

Section 9: Electrical Wiring

A. Standards

1. All wiring installation in any structure regulated under this Ordinance must conform to the provisions of the latest edition, as adopted by the State, of the National Electrical Code.
2. All newly constructed and/or newly created dwelling unit(s) must have an exterior main electrical disconnect switch located on the exterior of the structure in which the dwelling unit is located in a convenient location with markings approved by the CEO.

Section 10: Plumbing

All plumbing and subsurface wastewater disposal shall be in conformance with the State of Maine Law and the State Plumbing Code as adopted and amended.

Section 11: Means of Egress

Each structure or dwelling unit shall have means of egress that comply with the edition of NFPA 101 Life Safety standards most recently adopted by the State.

Section 12: Sprinkler Systems [When Utilized]

- A. Test documentation from the installer shall be forwarded to the CEO within 10 days of the completion of the installation.
- B. No owner or occupant shall modify an approved, installed, and tested sprinkler system without prior approval from the State Fire Marshall's Office and written notification to the CEO.
- C. The installation, modification or alteration of a sprinkler system shall be completed by a State of Maine Licensed Fire Sprinkler Contractor, after obtaining all necessary permits.
- D. Owners of occupied and unoccupied dwelling units or portions thereof having a sprinkler system in place shall maintain all sprinklers systems as required by the most currently adopted State, NFPA 13D. Commercial, industrial, mercantile, assembly uses or hazardous rated uses will use the current State adopted version of NFPA 13.
- E. The forgoing requirements shall not prohibit conducting tests or repairs. Such tests or repairs must be carried out in such a way as to avoid the creation of a safety hazard. The State Fire Marshals Office and Newry Fire Department shall be notified before such test, or repairs are commenced.

Section 13: Smoke Detectors and Carbon Monoxide Detectors

All residential dwelling units shall have a smoke detector system installed conforming to the requirements of Title 25 MRSA § 2464 and carbon monoxide detectors, where required pursuant to Title 25 MRSA § 2468, as may be amended.

Section 14: Amendments to Ordinance

This Ordinance may be amended by a majority vote of a regular or special town meeting. Amendments may be initiated by a majority vote of the Select Board, by request of the Planning Board, or by a petition signed by a number of registered voters greater than 10% of the votes cast in the last gubernatorial election in the Town. The Select Board shall conduct a public hearing on any proposed amendments.

Section 15: Violations

- A. Any structure constructed or work performed in violation of the provisions of this Ordinance, or in violation of any Land Use Building Permit issued hereunder by the CEO shall be considered a nuisance, and the CEO shall notify in writing the person responsible for the violation.
- B. Any person found liable of violating any provisions of this Ordinance shall be subject to a penalty of a minimum of one hundred dollars (\$100.00) up to a

maximum of two thousand five hundred dollars (\$2,500.00) for each offense, to be recovered on complaint for use of the Town per Title 30-A MRSA §4452. Each day after which a violation is found to exist shall constitute a separate offense.

Section 16: Appeals

An administrative appeal may be taken to the Board of Appeals by an aggrieved party from any decision of the CEO except for enforcement or nonenforcement related matters. Such appeal shall be taken within thirty (30) days of the date of the official, written decision appealed from. The Board of Appeals shall hear and decide appeals where it is alleged that there is an error in any order, requirement, decision or determination made by, or failure to act by the CEO. The Board of Appeals shall hear and decide the appeal on a *de novo* basis.

Section 17: Other Ordinances

- A. Any applicant must comply with other Town of Newry ordinances and regulations including but not limited to:
 - 1. Unified Development Review Ordinance
 - 2. Shoreland Zoning Ordinance
 - 3. Floodplain Ordinance
 - 4. Town Road Entrance Ordinance

Section 18: Validity and Severability

Should any section or provision of this Ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

Section 19: Definitions

Unless otherwise specified in this Ordinance, all terms used in this Ordinance shall be as defined within the "Definitions" section of the UDRO (Section 24 B). For example, the definition of "Dwelling Unit" shall be the same as the same as the definition contained in the UDRO. In addition, the following terms which are not defined in the UDRO are defined as follows for the purposes of this Ordinance:

Bunkroom: A room providing temporary sleeping quarters with more than one bed within a room, as for guests or travelers, typically with stacked beds, usually found in vacation rental homes or non-primary residences.

Beginning of Construction: The point in time when actual work covered by the Land Use permit commences including land clearing, footers, foundations or other structural supports.

Permanent Foundation: The supporting substructure of a structure including but not limited to basements, slabs, frost walls, sono-tubes and technical posts.

Relocation: The moving of a structure from one location or position to another.

Repair: To take necessary action to fix normal wear, damage or storm damage.

Substantially Commenced: Completing of least 30% of the activity covered by the Land Use Permit measured as a percentage of total building plans square footage.