

2024 ZONING AMENDMENTS

24-01

Building Construction Ordinance – Chapter 400

Creation of an ordinance clarifying the town's adopted codes. No substantial changes are proposed.

24-02

Land Use Ordinance § 300-9.26. – Accessory Dwelling Units

Land Use Ordinance § 300-12.2. – Terms Defined

Shoreland Zoning Ordinance § 350-6.27. – Accessory Dwelling Units

Shoreland Zoning Ordinance § 350-8.2. – Terms Defined

Amendments to maintain consistency with LD 2003, 30-A M.R.S. § 4364-B.

24-03

Land Use Ordinance § 300-4.6. – Commercial District (C)

Allow multifamily dwellings in the Commercial District

24-04

Land Use Ordinance § 300-13.3 – General Requirements

Land Use Ordinance § 300-12.2. – Terms Defined

Creation of an affordable housing density bonus within Open Space Subdivisions

24-05

Land Use Ordinance § 300-9.27 – Solar Energy Systems

Amendment to provide additional buffering from abutting residential uses.

24-06

Land Use Ordinance § 300-3 – Conformance with ordinance

Land Use Ordinance § 300-12.2 – Terms defined

Minor amendments to clarify and correct the ordinance.

24-07

Land Use Ordinance § 300-2.2. – Land Use Regulation Map

Shoreland Zoning Ordinance § 350-2.1. – Districts and Zoning Map

An amendment to the Land Use Regulation/Zoning Map to rezone two specific areas in town.

24-08

Floodplain Management Ordinance for the Town of Raymond, Maine

Repeal and replace the existing outdated ordinance to maintain mandatory compliance.

24-09

Business License Ordinance

Amendments to existing Business License Ordinance

PROPOSED ORDINANCE

the
**BUILDING CONSTRUCTION ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE**

Chapter 400

Summary of Changes: This newly adopted ordinance would organize the existing enforced codes required by State law, with the intent of making the information easier to find for the general public, designers, engineers, etc. No new code adoptions or substantial changes are proposed.

The proposed text is shown in red with an underline.

Chapter 400.
Building Construction Ordinance

A. Purpose.

The Town of Raymond adopts and enforces the Maine Uniform Building and Energy Code (“M.U.B.E.C.”), as required by Title 10 M.R.S.A. § 9724 and the appendix to the Maine Uniform Building and Energy Code. The Code Enforcement Officer of the Town of Raymond shall serve as the Building Official as defined in 25 M.R.S.A. §2371 and shall be responsible for issuing building permits and certificates of occupancy. The Code Enforcement Officer shall be responsible for inspecting all permitted construction for compliance with the following components of the M.U.B.E.C and the appendix to M.U.B.E.C. as such components may be revised from time to time by the Technical Building Codes and Standards Board:

- 1) The International Residential Code (IRC)
- 2) The International Building Code (IBC)
- 3) The International Existing Building Code (IEBC)
- 4) The International Energy Conservation Code (IECC)
- 5) The International Mechanical Code (IMC)
- 6) The American Society of Heating, Refrigerating and Air- Conditioning Engineers, Standards (ASHRAE) 62.1-2016 (Ventilation for Acceptable Indoor Air Quality), 62.2-2016 (Ventilation and Acceptable Indoor Air Quality in Low-Rise

Residential Buildings) and 90.1-2016 (Energy Standard for Buildings except Low-Rise Residential Buildings), editions without addenda.

- 7) The American Society for Testing and Materials (ASTM), E-1465- 2008 , Standard Practice for Radon Control Options for Design and Construction of New Low-Rise Residential Buildings.

B. Codes Adopted in Conjunction with the Building Code Standards:

- 1) State of Maine International Plumbing Rules based on the 2021 Uniform Plumbing Code
- 2) State of Maine Subsurface Wastewater Disposal Rule, last amended version
- 3) 2021 NFPA 70 (National Electric Code)

C. Climatic and Geographic Design Criteria

- 1) Ground Snow Load: 70 PSF
- 2) Wind Speed: 115
- 3) Seismic Category: C
- 4) Weathering: Severe
- 5) Frost Line Depth: 48”
- 6) Termite: None to slight
- 7) Decay: None to slight
- 8) Winter Design Temperature: 40° F
- 9) Flood Hazards: 1981

D. Permits.

- 1) Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the Building Official and

obtain the required permit where required by municipal ordinance.

- 2) The application shall be made on a form provided by the Code Enforcement Officer, and the applicant shall present their license to the Code Enforcement Officer when the application and fee are tendered.
- 3) Work exempt from permit. Permits shall not be required for the following. Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Structures exempt from permits shall be located in compliance with zoning and floodplain regulations.
 - a. Fences six feet (6') or less in height.
 - b. Cosmetic work such as painting, papering, tiling, carpeting, cabinets, siding, roofing, countertops, and similar finish work.
- 4) Public service agencies. A permit shall not be required for the installation, alteration, or repair of generation, transmission, distribution, metering, or other related equipment that is under the ownership and control of public service agencies by established right.

E. Violations and penalties.

Any person who violates a provision of this chapter or fails to comply with any of the requirements thereof, or who erects, constructs, alters, or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of the chapter, shall be subject to penalties in accordance with 30-A M.R.S.A. § 4452. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

F. Unlawful Continuance.

Any person who continues any work in or about a structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, commits a civil violation and shall be subject to fines and penalties as provided in Title 30-A M.R.S.A § 4452.

G. Plumbing.

The Plumbing Inspector shall issue plumbing permits, inspect all plumbing work as required by law, and perform such other duties as are required by 30-A M.R.S.A. § 4221 subsection 3.

H. Electrical installations.

- 1) All new design, construction, and installation of electrical conductors, equipment, and systems, and all alterations to existing wiring systems within the Town of Raymond shall comply with the 2020 edition of the National Electrical Code as amended by the State of Maine Electrician Examining Board, and as published by the National Fire Protection Association (the "Code"). One (1) copy of the Code will be kept on file in the office of the Town Clerk available for public use, inspection, and examination during normal working hours. The provisions of the Code shall govern all electrical work within the Town of Raymond, except that the administrative provisions of this Ordinance shall control in the event of conflict with the Code. The Code is adopted by reference pursuant to Title 30-A M.R.S.A. § 3003.
- 2) In accordance with Title 32 M.R.S.A. § 1102-D, a person may make an electrical installation in a newly constructed single-family dwelling that is occupied by that person and used solely as a single-family dwelling or will be occupied by that person as the person's bona fide personal abode and used solely as a single-family home, as long as the electrical installations conform to the Code and as long as the person obtains a permit from the Code Enforcement Officer and pays the permit fee established by the Selectboard.
- 3) Electrical Inspector. Inspections under this Ordinance shall be performed by an Electrical Inspector, appointed pursuant to Title 30-A M.R.S.A. § 4171 by the Town Manager and serving as an assistant to the Code Enforcement Officer. Upon inspection, the Electrical Inspector shall either approve the work in writing or disapprove the work in writing with all violations of the Code noted. The Electrical Inspector shall post the results of his inspection on the job site and submit copies to the Code Enforcement Officer within twenty-four (24) hours after completing the inspection. Where the work is disapproved, the Electrical Inspector shall advise the applicant that the work can be reinspected upon completion in accordance with the Code and upon the payment of a reinspection fee in accordance with the fee schedule established by the Selectboard.
- 4) No person shall connect electrical service to or cause electrical service to be connected to any building, structure, or property on which electrical work governed by the Code has been performed until the permit required by this Ordinance has been obtained, the Electrical Inspector has inspected the work, and the Electrical Inspector has approved the work under the provision of this

Ordinance. The Electrical Inspector shall have the authority, whenever in his/her opinion public safety requires it, to direct any person using or operating any wires to shut off the electric current for such time as he/she may deem necessary. The Electrical Inspector shall have authority in case of any emergency to have the current shut off in such wires that he/she knows or believes to be dangerous to life or property.

I. Fire Codes

For adopted fire codes see the Town of Raymond Fire Protection Ordinance.

J. Inspection Required

No person shall install insulation over or otherwise cover any work for which this ordinance requires a permit until the Code Enforcement Officer/Building Inspector and Electrical Inspector have inspected and approved the work.

K. Appeals.

Appeals from any decision, order, or interpretation of the Code Enforcement Officer, Building Inspector, or Electrical Inspector under this ordinance may be taken to the Board of Appeals as an administrative appeal pursuant to the provisions of the Land Use Ordinance for the Town of Raymond, Maine.

L. Fees.

Upon application for a permit required by this ordinance, the applicant shall pay a permit fee in accordance with the fee schedule established by the Selectboard.

PROPOSED AMENDMENT OF

the
**LAND USE ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-9.26. – ACCESSORY DWELLING UNITS
§ 300-12.2. – TERMS DEFINED

&

The
**SHORELAND ZONING ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE**

§ 350-6.27. – ACCESSORY DWELLING UNITS
§ 350-8.2. – TERMS DEFINED

Summary of Changes: The proposed amendment is necessary in order to maintain consistency with the new Accessory Dwelling Unit (ADU) law contained within LD 2003, 30-A M.R.S. § 4364-B. Additional changes are proposed, which will relax the current rules in place and allow for ADUs in parts of the shoreland zone where they are not currently allowed. Also included is an increase to the allowed square footage for an accessory dwelling unit.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

§ 300-9.26. Accessory Dwelling Units [Added 6-3-2015, Amended 6-13-2023]

Accessory Dwelling Units, constructed within an existing dwelling unit on a lot, attached to or sharing a wall with a single-family dwelling unit, or detached, as a new structure on the lot for the primary purpose of creating an accessory dwelling unit, shall be allowed on the same lot as a single-family dwelling unit in any zone where housing is permitted. If the total number of bedrooms or potential bedrooms exceeds by more than one the number of bedrooms the septic system is designed for, a replacement or expanded system shall be designed and installed before occupancy. The accessory dwelling unit must be a minimum of 190 s.f. and shall not comprise more than ~~1,250700~~ square feet of living space, excluding stairways. The accessory dwelling unit must be accessory and subordinate in size to the principal dwelling unit. Not more than one accessory dwelling unit shall be permitted per parcel. No additional parking is required for an accessory dwelling unit beyond the parking requirements of the single-family dwelling unit on the lot where the accessory dwelling unit is located.

§ 300-12.2. Terms defined.

Accessory Dwelling Unit – A separate dwelling unit located on the same parcel with a single-family dwelling. The accessory dwelling unit shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling unit.

Living Space – A climate-controlled area within a dwelling used for living, sleeping, eating, bathroom, or cooking purposes and excluding such areas as garages, attics, and utility spaces.

§ 350-8.2. – Accessory Dwelling Units

- A. Accessory Dwelling Units, constructed within an existing dwelling unit on a lot, attached to or sharing a wall with a single-family dwelling unit, or detached, as a new structure on the lot for the primary purpose of creating an accessory dwelling unit, shall be allowed on the same lot as a single-family dwelling unit within two hundred and fifty feet (250') of a great pond, river, and freshwater wetland, and within seventy-five feet (75') of a stream, only when the dimensional requirements can be met for each dwelling unit.
- B. Accessory Dwelling Units, constructed within an existing dwelling unit on a lot, attached to or sharing a wall with a single-family dwelling unit, or detached, as a new structure on the lot for the primary purpose of creating an accessory dwelling unit, shall be allowed on the same lot as a single-family dwelling unit beyond two hundred and fifty feet (250') of a great pond, river, and freshwater wetland, and beyond seventy-five feet (75') of a stream.
- C. If the total number of bedrooms or potential bedrooms exceeds the number of bedrooms the septic system is designed for, a replacement or expanded system shall be designed and installed before occupancy.
- D. The accessory dwelling unit must be a minimum of 190 s.f. and shall not comprise more than 1,250 square feet of living space, excluding stairways. The accessory dwelling unit must be accessory and subordinate in size to the principal dwelling unit.
- E. Not more than one accessory dwelling unit shall be permitted per parcel.
- F. New detached structures. New detached structures constructed for use as an accessory dwelling unit shall be set back at least thirty feet (30') from the side property lines.
- G. If an addition is made to an existing dwelling unit for the creation of a new accessory dwelling unit, and it will increase the living space by more than fifty percent (50%) of what existed on June 1, 2024, then a thirty-foot (30') side yard setback is required for the portion of the structure that will serve as the accessory dwelling unit.

H. No additional parking is required for an accessory dwelling unit beyond the parking requirements of the single-family dwelling unit on the lot where the accessory dwelling unit is located.

§ 350-8.2. – Terms defined.

ACCESSORY DWELLING UNIT— A separate dwelling unit located on the same parcel with a single-family dwelling. The accessory dwelling unit shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling.

LIVING SPACE – A climate-controlled area within a dwelling used for living, sleeping, eating, bathroom, or cooking purposes and excluding such areas as garages, attics, and utility spaces.

PROPOSED AMENDMENT OF
the
LAND USE ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE

§ 300-4.6. – COMMERCIAL DISTRICT (C)

Summary of Changes: The proposed amendment would allow multifamily structures as an allowed use in the Commercial District. Currently, residential uses are only allowed on the second floor of a commercial use. The amendment would allow higher-density residential development in hopes of utilizing the existing Commercial District for pedestrian traffic.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

§ 300-4.6 Commercial District (C).

- A. Intent. The Commercial District is intended to serve as the downtown of Raymond and to provide general retail, wholesale, service and business facilities in an area convenient to the residents of the Town. This district should efficiently utilize space and resources and provide for connectivity among and between businesses in a manner that looks and functions as a linear village with lively year-round business and inviting and safe pedestrian spaces and walkways. Route 302, the roadway through this commercial village, is intended to function as a transportation corridor that moves traffic safely and efficiently through the region while also serving as a safe and easy-to-navigate local link between the various sections of the commercial village. Site design, landscaping, screening, building placement and building design in this district should result in a visually pleasing and cohesive village-like atmosphere. Toward the achievement of these purposes, the following minimum standards are established. **[Amended 6-2-2009]**
- B. Permitted uses.
- (1) Retail businesses and service establishments, including warehousing and wholesale distribution related thereto;
 - (2) Recreational facilities such as racquetball or tennis centers, but excluding amusement parks as defined herein;
 - (3) Auto repair facilities, excluding auto body repair;
 - (4) Business and professional offices;
 - (5) Restaurants and drive-in stands;
 - (6) Hotels, motels and inns;

-
- (7) Mixed-use buildings, provided the lower floor contains only commercial uses. The upper floors may contain dwelling units or commercial uses. As used in this Subsection **B(7)**, the term "commercial uses" means any of the uses listed in Subsection **B(1)** through **(6)** above. **[Amended 6-2-2009; 7-14-2021]**
- (8) Solar energy systems. **[Added 6-14-2022]**
- (9) Multifamily dwellings**
- C. Conditional uses: **[Amended 6-14-2022]**
- (1) Outdoor sales and service.
- (2) Outdoor storage.
- D. Space and bulk regulations. The following space and bulk regulations are established as minimum standards for mixed-use and commercial buildings: **[Amended 6-2-2009]**
- (1) **For mixed-use and commercial buildings** ~~There~~ shall be no minimum lot area, except that the lot shall meet the provisions of 12 M.R.S.A. Chapter 423-A, Minimum Lot Size. **For a multifamily, the first unit will require a minimum lot area of 20,000 square feet, and then each additional unit will require 5,000 square feet of lot area.** **[Amended 6-2-2009]**
- (2) There shall be no minimum street frontage.
- (3) There shall be no minimum front yard setback. If the lot is a corner lot, the street most heavily traveled shall be considered the street upon which the lot fronts. There shall be no side street setback. **[Amended 6-3-2014]**
- (4) Where a lot in this district abuts a residential district, the commercial use shall provide and maintain a twenty-five-foot landscaped buffer strip and visual screening from the abutting residential district boundary. Existing commercial uses shall meet this requirement by June 1, 1990. New commercial uses shall meet this requirement within nine months for the first commercial use of the lot. **[Added 5-21-1988]**
- (5) There shall be no minimum side yard setback.
- (6) There shall be no minimum rear yard setback.
- (7) The maximum building height shall be 2.5 stories, except that the maximum building height shall be three stories for buildings which are located on the eastern side of Route 302.
- E. Off-street parking. For each of the principal and secondary uses permitted, off-street parking shall be provided in accordance with Article 9, § **300-9.3**.
- F. Signs. Signs shall be permitted in accordance with the provisions of Article 9, § **300-9.12**.

H. Multifamily dwellings. Multifamily dwellings shall also meet the standards of Article 9, § 300-9.23.

PROPOSED AMENDMENT OF
the
LAND USE ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE

§ 300-13.3. – GENERAL REQUIREMENTS

§ 300-12.2. – TERMS DEFINED

Summary of Changes: The proposed amendment would allow higher density development for Affordable Housing Development within an Open Space Subdivision.

The proposed text is shown in red with an underline, and revised or removed language is shown in ~~red with a strikethrough~~.

§ 300-13.3 General requirements.

In Planning Board review and approval of an open space subdivision, the following requirements shall apply and shall supersede any inconsistent or more restrictive provisions of the Land Use Ordinance or the Subdivision Regulations:

- A. Use and district requirements. All open space subdivisions shall meet the use standards of the districts in which they are located.
- B. Allowable density.
 - 1) The allowable density for a proposed development of five or fewer lots within any five-year period of a parcel of land under one ownership or a grouping of contiguous parcels as described in Article 13, § **300-13.1D** shall be determined by the gross lot area of the portion of each parcel proposed for development without reference to net residential acreage, divided by the minimum lot size of the applicable district without reference to net residential acreage.
 - 2) The allowable density for all other developments shall be based on net residential density and shall be calculated in the following manner: **[Amended 5-21-2005]**
 - a) Determine the developable area of the parcel according to the net residential area calculation contained in Article 8, § **300-8.1**, and increase it by 20%; then
 - b) Divide the increased net residential area by the minimum lot size required in the district to obtain the net residential density allowable.
 - 3) A lot for a dwelling unit created as part of an open space subdivision shall not be further subdivided.
 - 4) A lot for a principal structure created as part of an open space subdivision where

such lot shall have within its bounds designated open space shall not be further subdivided unless the original approved plan shall have reserved future development of such lot, but any such further subdivision shall only be made in accordance with this performance standard.

- 5) Any affordable housing density bonus provision provided for in the Land Use Ordinance or the Subdivision Regulations shall also apply within clustered residential projects.
- 6) In a conservation density subdivision, where all other requirements of this performance standard are met, the Planning Board may include up to 50% of land in resource protection zones and wetland areas for purposes of calculating density.

C. Layout and siting standards.

- 1) In planning the location and siting of residential or business structures in an open space subdivision, lot dimension and frontage should not be the primary considerations. Priority should be given to the preservation of the open space for its natural resource value, with human habitation and business activity located and sited on the lower valued natural resource portion of a parcel, taking into account the contours of the land and the reasonableness of slopes.
- 2) The building lots on a parcel shall be laid out and the residences and business structures shall be sited so as to maximize the following principles. The Board, in its discretion, shall resolve conflicts between these principles as applied to a particular site. In order to maximize the following principles, the Board may request additional information from applicants as it deems relevant and may require a third-party review of the proposed layout, siting, and design of the subdivision, by a professional qualified in landscape design, landscape architecture, or other relevant disciplines.
 - a) In the least suitable agricultural soils and in a manner which maximizes the usable area remaining for the designated open space use, where agricultural, forestry, or recreational, existing or future uses, are particularly sought to be preserved.
 - b) In locations least likely to block or interrupt scenic, historic and traditional land use views, as seen from public roadways and great ponds.
 - c) Within woodlands, or along the far edges of open agricultural fields adjacent to any woodland to reduce encroachment upon agricultural soils, to provide shade in the summer, and shelter as well as solar gain in the winter, and to enable new residential development to be visually absorbed by natural landscape features;
 - d) In such manner that the boundaries between residential or business lots and active agricultural or forestry land are well buffered by vegetation,

topography, roads or other barriers to minimize potential conflict between residential or business and agricultural or forestry uses;

- e) In locations where buildings may be oriented with respect to scenic vistas, natural landscape features, topography and natural drainage areas, in accordance with an overall plan for site development;
- f) In locations that provide compatibility in terms of physical size, visual impact, intensity of use, proximity to other structures and density of development with other permitted uses within the zoning district;
- g) In locations such that diversity and originality in lot layout and individual building, street, parking layout is encouraged.
- h) In locations least likely to block or interrupt existing trails, trail systems or other traditional recreational travel corridors such as snowmobile routes;
- i) So that individual lots, buildings, street and parking areas shall be designed and situated to minimize alterations of the natural site, to avoid the adverse effects of shadows, noise and traffic on the residents of the site, to conserve energy and natural resources, and to relate to surrounding properties, to improve the view from and of buildings.

D. Space standards.

- 1) Shore frontage and shore setback requirements shall not be reduced below the minimum shore frontage or shore setback required in the zoning district.
- 2) Distances between residential structures in multifamily open space subdivisions shall be a minimum of the height of the tallest structure.
- 3) In areas outside of the LRR1 and LRR2 Districts, the required minimum lot size or minimum land area per dwelling unit for the building envelope may be reduced in open space subdivisions to no less than 20,000 square feet. The required minimum lot size or minimum land area per dwelling unit for the building envelope may be reduced in open space subdivisions within the LRR1 and LRR2 Districts to one acre and 1 1/2 acres, respectively. If the lot area is reduced, the total open space in the development shall equal or exceed the sum of the areas by which the building lots are reduced below the minimum lot area normally required in the zoning district, notwithstanding the net residential density allowed by Subsection **B**, above, of this performance standard. **[Amended 6-14-2022]**
- 4) Minimum road frontage requirements of the Land Use Ordinance and Subdivision Regulations may be waived or modified by the Planning Board, provided that:
 - a) Any applicable provisions regarding roads in the Street Ordinance are satisfied.

-
- b) Adequate road curvature design access and turnaround termini, to and from all parcels, for fire trucks, ambulances, police cars and other emergency vehicles meet minimal safe turning radii requirements over all internal access streets, ways or driveways. Roads shall consider extension of rights-of-way to adjoining lands where development is possible in the future, and the Planning Board will promote the offering of such open space subdivision streets and rights-of-way for public acceptance. **[Amended 7-14-2021]**
 - c) No common driveway shall provide access to more than three lots, except as provided in Article **13**, Section C.6.
- 5) A reduction of required setback distances may be allowed at the discretion of the Board, provided that the front, side and rear setbacks shall be no less than 25 feet or that required for the applicable zoning district, whichever shall be less. For the perimeter of a multifamily cluster development, site setback shall not be reduced below the minimum front, side and rear setbacks required in the zoning district unless the Planning Board determines a more effective design of the project can better accomplish the purposes of this performance standard.
- E. Utilities. At the discretion of the Planning Board, in order to achieve the most appropriate design and layout of lots and open space, utilities, including individual wells and septic systems, may be located on designated portions of the open space, if necessary, provided the same shall not unreasonably interfere with the open space purposes to be achieved under this performance standard and for the particular parcel(s) that is the subject of the application for open space subdivision.
- 1) The Planning Board may waive or modify hydrogeological reviews or studies, if the applicant demonstrates that, due to the specific placement of wells and septic systems:
 - a) Adequate groundwater is available at all locations proposed for individual water systems; and that
 - b) There is no reasonable likelihood that the domestic water supply for any proposed lot will exceed 10 mg/l of nitrates.
 - 2) If a private collection septic system is proposed for a single-family clustered development or a multiplex cluster development, the applicant must show that at least one designated site for each lot, in the open space or on the lot, has adequate soils and land area suitable for subsurface waste disposal for each lot in accordance with the minimum standards set forth in the Maine Subsurface Waste Water Disposal Rules. The septic system shall meet the provisions of Article **10**, Section 7, of the Raymond Subdivision Ordinance.
 - 3) If a private central collection system is proposed, the system shall be maintained by a homeowners' association or under an agreement of the lot or unit owners in the same fashion required for maintenance of the open space by a homeowners'

association or the lot or unit owners in common, and written evidence of said maintenance agreement shall be submitted to the Planning Board.

F. Affordable housing.

- 1) To encourage the availability of affordable housing to low- and moderate-income families in Affordable Housing Developments, as defined in Article 12, the following increases in residential density, building height, and reductions in lot size, frontage, and parking requirements shall be permitted where a lot is served by public water:
 - a) The Affordable Housing Development may be developed at 1.5 times the net residential area or acreage calculation in accordance with Article 8, § 300-8.1.
 - b) The affordable housing development may be developed with an increase of 20% in building height and a reduction of 20% in lot size and lot frontage without obtaining a variance from the Board of Appeals.
 - c) In no event shall the parking requirement be greater than two off-street parking spaces for every three dwelling units of an affordable housing development.
- 2) Long-term affordability. The affordability for all units designated affordable in the development receiving benefits from the Town under Subsection F above shall be guaranteed in accordance with the following requirements:
 - a) The period of affordability shall be at least 30 years after the completion of construction.
 - b) An application for a subdivision or other residential development that includes a request for a density bonus under this section shall include a written statement on the subdivision plan or other filing plat indicating the dwelling units are earmarked as affordable. Such plat must be approved and signed by the Planning Board and then filed at the Cumberland County Registry of Deeds prior to receiving any building permits.
 - c) The method of guaranteeing affordability is determined on a case-by-case basis by the Town, provided that the application demonstrates to the satisfaction of the Planning Board that, by means of restrictive covenants, deed restrictions, financial agreements, or other appropriate legal and binding instruments, the dwelling units will remain affordable for the required period of time.
 1. For rental housing, occupancy of all the units designated affordable in the development will remain limited to households at or below 80% of the local area median income at the time of initial

occupancy; and

2. For owned housing, occupancy of all the units designated affordable in the development will remain limited to households at or below 120% of the local area median income at the time of initial occupancy.
- d) A copy of the deed restriction shall be included as part of the subdivision or other residential development application and the deed restriction shall reference the book and page number at which the subdivision/residential development plan is recorded in the Cumberland County Registry of Deeds. Affordable housing covenants shall be held and enforceable by a party acceptable to the Town.
- e) The period of enforceability shall be guaranteed by the developer in a document satisfactory to the Town and recorded at the Cumberland County Registry of Deeds prior to granting a certificate of occupancy for the affordable housing development. The document shall include, but not be limited to, authorization for the Town to seek the penalties outlined in the document and to seek injunctive relief, including attorney's fees and costs, or both.

§ 300-12.2. Terms defined.

AFFORDABLE HOUSING

Housing which can be afforded by households at or below 80% of the Town's median household income, as specified by the Maine Department of Economic and Community Development or the Maine State Planning Office. In making a determination of the affordability of the units, the Planning Board shall find that "shelter expenses" do not exceed 30% of the 80% median household income figure. Shelter expenses shall include mortgage and/or rental costs, taxes, homeowner/tenant insurance, heat, and utilities.

AFFORDABLE HOUSING DEVELOPMENT

- A. For rental housing, a development in which a household whose income does not exceed 80% of the area median income as defined by the United States Department of Housing and Urban Development under the United States Housing Act of 1937, Public Law 75-412, 50 Stat. 888, Section 8, as amended, can afford a majority of the units that the developer designates as affordable without spending more than 30% of the household's monthly income on housing costs; and
- B. For owned housing, a development in which a household whose income does not exceed 120% of the area median income as defined by the United States Department of Housing and Urban Development under the United States Housing Act of 1937, Public Law 75-412, 50 Stat. 888, Section 8, as amended, can afford a majority of the units that the developer designates as affordable without spending more than 30% of the household's

monthly income on housing costs.

C. For purposes of this definition, "majority" means more than half.

D. For purposes of this definition, "housing costs" means:

- 1) For a rental unit, the cost of rent and any utilities (electric, heat, water, sewer, and/or trash) that the household pays separately from the rent; and
- 2) For an ownership unit, the cost of mortgage principal and interest, real estate taxes (including assessments), private mortgage insurance, homeowner's insurance, condominium fees, and homeowners' association fees.

PROPOSED AMENDMENT OF
The
LAND USE ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE

§ 300-9.27 – SOLAR ENERGY SYSTEMS

Summary of Changes: This amendment to the Land Use Ordinance would amend the existing solar energy systems section of the Land Use Ordinance to include specific buffering requirements from abutting residential uses.

The proposed text is shown in red with an underline.

LAND USE ORDINANCE
§ 300-9.27 Solar energy systems.
[Added 6-14-2022]

- A. Purpose. Solar energy is a renewable and nonpolluting energy resource that can prevent fossil fuel emissions and reduce energy loads. Energy generated from solar energy systems can be used to offset energy demand on the regional grid where excess solar power is generated. The use of solar energy equipment for the purpose of providing renewable energy sources is a power generation priority and is a necessary component of the latest state and federal energy policies. The standards that follow enable the accommodation of solar energy systems, and equipment to be installed in a safe manner with minimal impacts on the environment and to neighbors. This section shall not apply to solar systems for individual landowners or residents, which can be reviewed and permitted by the Code Enforcement Officer without the need for site plan review.
- B. Submission requirements. In addition to the submission requirements of Article **10**, all solar energy systems are subject to site plan review and must submit materials as outlined below:
- 1) Plan and elevation depictions of a typical panel and mounting and any other structures proposed as part of the solar energy system.
 - 2) General specifications of the system, including dimensions and number of panels, estimated power generation, description of mountings and any other information needed to evaluate compliance with this section.
 - 3) Certification that the solar energy system is compliant with the National Electrical Code and State Electrical Code, as applicable.
 - 4) A site plan that meets the requirements of Article **10** of the Land Use Ordinance for the Town of Raymond, Maine, with the added requirement of:

-
- a) The location of the proposed solar energy system and any fencing, screening, access roads and turnout locations, substation(s), accessory equipment to the system and all electrical cabling from the system to other structures, substations or utility grid connections
 - 5) The applicant shall provide a copy of the site plan review application, including a project summary, electrical schematic and site plan, to the Fire Chief or his/her designee for review and approval. The Fire Chief shall base any recommendation for approval or denial of the application upon review of the fire safety of the proposed system. Based upon the size, location or on-site fire and life safety hazards, a fire protection water supply may be required at the discretion of the Fire Chief or his/her designee. Upon request, the owner or operator shall cooperate with the Fire Department in developing an emergency response plan.
 - 6) Any other approvals from local, regional, state or federal agencies that may be required. Letters, permits or approvals from these agencies shall be included as a part of the application and/or review. The Planning Board may choose to accept copies of applications awaiting approval. In this case, any local approval granted by the Planning Board shall be conditioned such that no construction or building permits will be issued until all outstanding approvals have been granted.
 - 7) Ground-mounted solar energy systems with a physical size based on a projected total surface coverage area that is greater than 10,000 square feet shall also submit a decommissioning plan, including an estimated cost and a guarantee suitable to ensure decommissioning comparable with the performance guarantee format in Article 10, § 300-10.3E of this chapter. The Planning Board may waive this requirement.

C. Required notification.

- 1) All solar energy systems located within two miles of any public or private aircraft launch locations must notify the airport via certified mail that an application has been submitted to the Town. This notification must include the location and size of the proposed system.
- 2) All ground-mounted solar energy systems with a physical size based on a projected total surface coverage area that is greater than 10,000 square feet shall notify abutters in accordance with the requirements of Article 10, § 300-10.3A(7), Public hearings and notification.

D. Visual impact assessment. When necessary, based on the project's overall size, location, surrounding uses, or other characteristics of the proposed use or site, the Planning Board may require the submittal of a visual impact assessment. The study shall be prepared by a Maine licensed landscape architect or other professionals with experience with visual impact assessments. The visual impact assessment shall, at a minimum, include the following elements:

- 1) A visual description of the project covering all physical elements that may be

visible from public viewpoints.

- 2) Identification and characterization of publicly accessible scenic resources near, or potentially impacted by, the proposed project. This should include any resources of local, state or national significance.
- 3) Determination of the type and extent of any impact on the identified scenic or historic resources. If a project is deemed to be visible from a scenic resource, the Planning Board may require a visualization of the project from a representative point within the resource.
- 4) Description of any proposed mitigation measures such as berms, landscaping screens and buffers, or low-visibility materials that may be used to minimize potential visual impacts from the project.

E. Dimensional standards.

- 1) Height.
 - a) Building-mounted solar energy systems shall not be considered as contributing to building height, provided that they are erected only to such height as reasonably necessary.
 - b) Ground-mounted solar energy systems shall not exceed the maximum building height restrictions for the zone in which they are located.
- 2) Setbacks. Solar energy systems shall meet the structure setbacks of the zone in which they are located, except when no other appropriate place on the site exists for the solar energy system to operate as determined by the Planning Board. If no other appropriate location on the site for the system exists, setbacks shall be:
 - a) Setbacks of five feet from a side or rear lot line shared with a right-of-way or utility corridor, provided the system will not impact visibility along a travel way; or
 - b) Half the required setback in that zone
- 3) Impervious surface ratio. All structures, roads and other impervious surfaces associated with a solar energy system shall count towards the maximum impervious surface ratios of the zone in which the system is located. Building-mounted solar energy panels do not change the impervious surface of the building to which they are attached. Ground-mounted solar panels will not be considered impervious surfaces, provided that they meet the following criteria:
 - a) Panels must be positioned to allow water to run off their surfaces.
 - b) Soil with adequate vegetative cover must be maintained under and around the panels.

- c) The area around the panels must be adequate to ensure proper vegetative growth under and around the panels.

F. Other standards.

- 1) A licensed electrician shall connect solar energy systems to transmission lines, electrical equipment or any residence or other structure to which power is being provided.
- 2) Solar energy systems must meet all applicable Building and Fire Codes.
- 3) Solar panels are designed to absorb (not reflect) sunlight; and, as such, solar panels are generally less reflective than other varnished or glass exterior housing pieces. However, solar energy system design and placement should be prioritized to minimize or negate any solar glare onto nearby properties, roadways or flight paths to the extent practical.
- 4) Exterior lighting shall be limited to fully shielded or cutoff style fixtures, so as not to contribute to light pollution, sky glow and glare.
- 5) For Ground-mounted solar energy systems, all on-site electrical wires connecting the system to other structures or to utility connections shall be installed underground except for "tie-ins" to public utility company transmission poles, towers and lines. This standard may be modified by the Planning Board during site plan review if the project terrain is determined to be unsuitable due to reasons of need, such as excessive excavation, grading or similar factors.
- 6) For ground-mounted solar energy systems, all means of shutting down the system shall be clearly marked. The owner or operator shall provide to the Code Enforcement Officer and the Fire Department the name and contact information of a responsible person for public inquiries throughout the life of the installation. The owner or operator shall cooperate with the Fire Department to ensure there is safe emergency access to the site.

G. Decommissioning and abandonment.

- 1) A ground-mounted solar energy system with a physical size based on a projected total surface coverage area that is greater than 10,000 square feet, that has reached the end of its useful life or has been abandoned consistent with this section, shall be removed. The owner or operator shall physically remove the installation no more than 180 days after the date of discontinued operations. The owner or operator shall notify the Code Enforcement Officer by certified mail of the proposed date of discontinued operations and plans for removal. The Code Enforcement Officer may grant a one-time extension of up to an additional 180 days at the request of the owner or operator of the system.
- 2) Decommissioning shall consist of:

-
- a) Physical removal of all solar energy systems, structures, equipment, security barriers and transmission lines from the site that will not be used by other approved uses on the site.
 - b) Disposal of all solid and hazardous waste in accordance with local, state and federal waste disposal regulations.
 - c) Stabilization and/or revegetation of the site as necessary to minimize erosion. The Code Enforcement Officer may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- 3) A ground-mounted solar energy system with a physical size based on a projected total surface coverage area that is greater than 10,000 square feet shall be considered abandoned when it fails to operate for more than one year. The Planning Board may extend this initial period for an additional 24 months at the request of the owner of the system and with the consent of the landowner and/or operator, if different from the system owner.
 - 4) Unless waived by the Planning Board as allowed under Article 10, § 300-10.3E, an applicant for site plan review of a ground-mounted solar energy system with a physical size based on a projected total surface coverage area that is greater than 10,000 square feet shall submit a method for ensuring the decommissioning of the system. This may take one of the following forms:
 - a) A performance guarantee in the amount of 125% of the expected decommissioning costs, including inflation over the expected life of the system, in the form of a certified check payable to the Town of Raymond, a performance bond running to the Town of Raymond, an irrevocable letter of credit in the name of the Town of Raymond, or some other form of surety that is acceptable to the Town Manager.
 - b) A binding, contractual guarantee such as in a lease agreement between a system owner and landowner which requires that the solar energy system be decommissioned in accordance with this section and identifies a party responsible for the decommissioning.
 - c) Other legally enforceable agreements acceptable to the Planning Board.
 - 5) If the owner or operator of the solar energy system fails to remove the installation in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning as approved by the Code Enforcement Officer, the Town retains the right to use the performance guarantee or other available means to cause an abandoned, hazardous or decommissioned ground-mounted solar energy system to be removed.

H. Buffers. When a solar energy system abuts a residential parcel, a fifty-foot (50') landscaped buffer strip and visual screen from the abutting residential parcel shall be

established and maintained. The Planning Board has the authority to reduce the buffer to no less than twenty-five feet (25'). For specific buffer standards see § 300-10.6.O.

PROPOSED AMENDMENT OF

The
**LAND USE ORDINANCE
FOR THE TOWN OF RAYMOND, MAINE**

§ 300-3 – CONFORMANCE WITH ORDINANCE
§ 300-12.2 – TERMS DEFINED

Summary of Changes: This amendment to the Land Use Ordinance would amend sections in Article 9 that were found to be inconsistent or lacking clarity following a legal analysis performed by an independent contractor hired by the Town.

The proposed text is shown in red with an underline.

LAND USE ORDINANCE

§ 300-3.1 Applicability.

The terms and requirements contained in this Land Use Ordinance, and in any amendment thereto, shall be applicable to the use of any building, structure or land, or any part thereof, and to the location, construction, erection, reconstruction or structural alteration of any building or structure, within the Town of Raymond after the effective date of this chapter, being March 13, 1971, or of any amendment thereto, provided that nonconforming uses and certain small lots shall be grandfathered in accordance with the following provisions.

§ 300-3.2 Continuation of nonconforming uses.

- A. The use of land, buildings, or structures existing and lawful at the time of adoption or subsequent amendment of this chapter may continue although such use does not conform to provisions of this chapter. A lawful nonconforming building, structure, or use may be repaired, maintained, or improved, but the nonconforming building, structure, or use may not be extended or expanded except in conformity with the provisions of this chapter.
- B. Any lawful nonconforming building may be continued and may be expanded by 30% by area or volume within the setback requirements of the size existing at the time of adoption of this chapter or a subsequent amendment thereto, provided that the expansion is attached to the existing structure, does not increase the degree of nonconformity of the structure and that all other setback requirements in the appropriate zone are met. Further reasonable expansion up to an additional 70% of the size existing at the time of adoption of this chapter or a subsequent amendment thereto may be authorized as provided herein. The addition of a traditional basement shall not be considered an expansion unless it is a daylight (walk-in) basement or raises the structure more than three feet above its original elevation. The Board of Appeals shall either grant or deny such applications, treating them as requests for variances and, in addition, applying the requirements of Article 9, § 300-9.1. [Amended 5-19-1990]
- C. Any lawful nonconforming use, except lawful, nonconforming residential uses in the

Industrial and Commercial Zones, may be expanded by 30% of the size existing at the time of adoption of this chapter or a subsequent amendment thereto, provided that an increase in the number of nonconforming uses does not result. This subsection allows the increase in the size of the structure serving the nonconforming use but is not intended to permit the addition of nonconforming uses which were not in existence at the time this chapter or a subsequent amendment thereto became effective. The expansion of an otherwise conforming building to accommodate the expansion of a nonconforming use must conform to the requirements of Subsection **B** above. Further reasonable expansion up to an additional 70% of the size existing at the time of adoption of this chapter or a subsequent amendment thereto may be authorized as provided herein. The addition of a traditional basement shall not be considered an expansion unless it is a daylight (walk-in) basement or raises the structure more than three feet above its original elevation. The Board of Appeals shall either grant or deny such applications, treating them as requests for variances and, in addition, applying the requirements of Article 9, § 300-9.1. [Amended 5-19-1990]

- D. Any expansion of a nonconforming mobile home park shall conform to the space and bulk standards of the zone in which it is situated; however, no parcel shall be less than 20,000 square feet in size.

§ 300-3.3 Discontinuation of nonconforming uses.

A lawful nonconforming use that is discontinued for a period of two years may not be resumed. The uses of the land, building or structure shall thereafter conform to the provisions of this chapter.

- A. Change of a nonconforming use. Whenever a nonconforming use is superseded by a permitted use of a structure, or structures and land in combination, the use of the structure or of the land and structure shall thereafter conform to the provisions of this chapter, ~~and the nonconforming use or similar uses subject to the provisions of this chapter~~ and the nonconforming use may not thereafter be resumed. A nonconforming use may be changed to be more compatible with uses permitted in its vicinity than the existing use.
- B. Transfer of ownership. Ownership of land and structures, which remain lawful but become nonconforming by the adoption or amendment of this chapter may be transferred and the new owner may continue the nonconforming use or similar uses subject to the provisions of this chapter.

§ 300-3.4 Nonconforming lots of record.

- A. A single-family dwelling may be erected on any single lot of record at the effective date of adoption or amendment of this chapter, provided that such lot shall be in separate ownership and not contiguous with any other lot in the same ownership, and that all other space and bulk standards of this chapter shall be met.
- B. If two or more contiguous lots or parcels are in single ownership of record at the time of adoption or amendment of this chapter and if all or part of the lots do not meet the dimensional space and area bulk requirements of this chapter, the lands involved shall be considered to be a single parcel for the purpose of this chapter and no portion of said parcel shall be built upon or sold which does not meet dimensional space and area bulk

requirements of this chapter; nor shall any division of the parcel be made which creates any dimensionalspace or areabulk below the requirements of this chapter. Two contiguous lots in single ownership which each have an existing residential structure or structures on them at the time of the adoption of this amendment, being September 26, 1987, and which do not meet the dimensionalspace and areabulk requirements of this chapter are exempt from this section and may be divided, provided each lot is a minimum of 20,000 square feet in size.

- C. Two or more contiguous lots in single ownership included within a subdivision approved by the Raymond Planning Board prior to July 17, 1974, and recorded in the Cumberland County Registry of Deeds, which are required to be combined under this chapter may be divided, provided that the division creates only two resulting lots, and that the two resulting lots are of equal size and that each of the resulting lots is at least 20,000 square feet in area and has at least 100 feet of frontage. No structure that requires a variance from the setback requirements of this chapter shall be erected on the resulting lots and a statement setting forth this restriction shall be recorded in the Cumberland County Registry of Deeds at the time of the division. At least one of the two resulting lots must be transferred into separate ownership or used for construction of a single-family residence prior to September 26, 1992, or the two resulting lots shall be combined into a single lot.
- D. Notwithstanding any other provisions of this article, any vacant lot of record as of December 30, 1986, containing at least 60,000 square feet and having 225 feet of frontage or shown on a subdivision plan approved by the Raymond Planning Board on or after July 17, 1974, and recorded in the Cumberland County Registry of Deeds may be built upon as a separate lot and need not be combined with other contiguous lots in the same ownership.

§ 300-3.5 Restoration of unsafe or damaged property.

Nothing in this chapter shall prevent the strengthening or restoring to safe condition of any part of any building or structure declared unsafe by the Code Enforcement Officer, or damaged by fire or other casualty.

§ 300-3.6 Pending applications for building permits; construction in process.

Nothing in this chapter shall require any change in the plans, construction, size or designated use for any building, structure or part thereof for which a building permit has been issued, provided construction shall start within six months after issuance of such permit or upon which substantial construction has commenced prior to the adoption or amendment of this chapter.

LAND USE ORDINANCE

§ 300-3.12, Terms defined.

NONCONFORMING CONDITION

A nonconforming lot, structure, or use which is allowed solely because it was in lawful existence at the time this chapter or a subsequent amendment took effect.

NONCONFORMING LOT

A single lot of record which, at the effective date of adoption or amendment of this chapter, does not meet the area, frontage, or width requirements of the district in which it is located.

NONCONFORMING STRUCTURE

A structure which does not meet any one or more of the following dimensional requirements: setback, height, footprint, or lot coverage; but which is allowed solely because it was in lawful existence at the time this chapter or subsequent amendments took effect.

NONCONFORMING USE

Use of buildings, structures, premises, land, or parts thereof which is not allowed in the district in which it is situated, but which is allowed to remain solely because it was in lawful existence at the time this chapter or subsequent amendments took effect.



PFO1E
0.22
Ac.

VR-MH

VR

LRR1

VR

Area of Possible Rezone

250' Freshwater
Wetland >10Ac
Setback

250'

LRR2

VR

600' Sebago
Lake Setback

LRR2

PEM1Bd
0.43 Ac.

VR

PSS1E
3.88 Ac.

PEM1E
12.68 Ac.

PEM1Bd
6.66 Ac.

VR

PSS1E
1.32 Ac.

Sebago Lake NHWL: 266'

LRR2

LRR2

LRR2

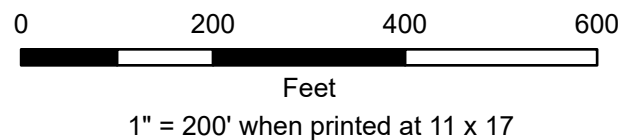
PEM1E
26.22 Ac.

LRR2

SEBAGO
TECHNICS

WWW.SEBAGOTECHNICS.COM

75 John Roberts Rd. - Suite 4A
South Portland, ME 04106
Tel. 207-200-2100



INFORMATION:

MAINE GEOLIBRARY
NATIONAL WETLAND INVENTORY
TOWN OF RAYMOND

THIS IS NOT A BOUNDARY SURVEY.

LOCATION:

MAIN STREET
RAYMOND, ME

DATE:

1/8/2024











PROJECT NUMBER:

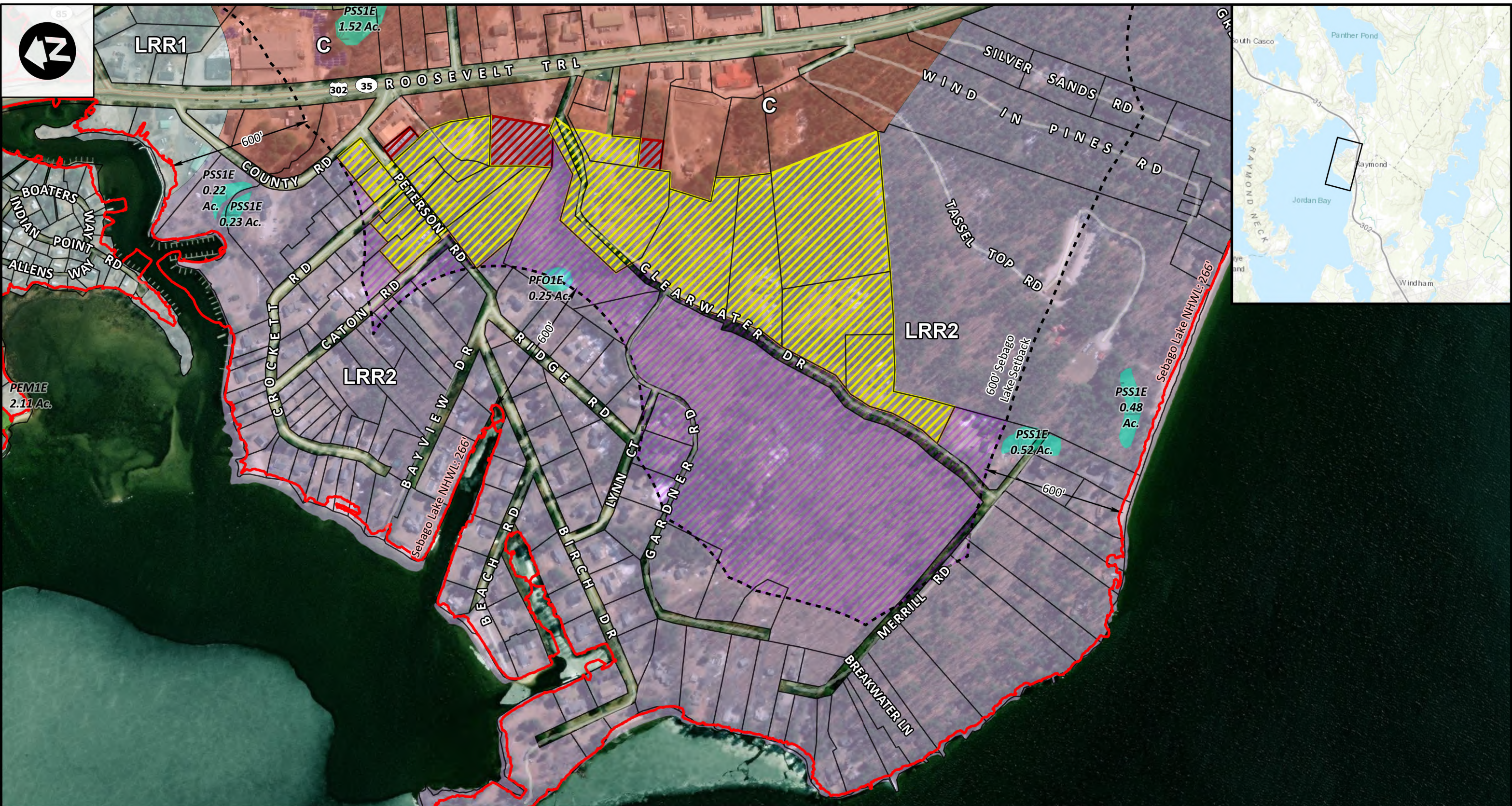
12240

2020_ZoningChanges.aprx

POSSIBLE SHORELAND REZONE

TOWN OF RAYMOND, MAINE

-  Potential Zoning Change
-  2022 Parcels
-  Sebago Lake Normal High-Water Line (NHWL)
-  Setbacks
- National Wetland Inventory**
 -  Freshwater Emergent Wetland
 -  Freshwater Forested/Shrub Wetland
- Raymond 2023 Zoning**
 -  LRR1 - 2 Acres
 -  LRR2 - 3 Acres
 -  VR - Village Residential - 40,000 sq ft
 -  VR-MH - Village Residential - Mobile Home



SEBAGO
TECHNICS

WWW.SEBAGOTECHNICS.COM

75 John Roberts Rd. - Suite 4A
South Portland, ME 04106
Tel. 207-200-2100

0 400 800 1,200
Feet
1" = 400' when printed at 11 x 17

INFORMATION:
MAINE GEOLIBRARY
NATIONAL WETLAND INVENTORY
TOWN OF RAYMOND

THIS IS NOT A BOUNDARY SURVEY.

**AREA OF POSSIBLE REZONE
COMMERCIAL VILLAGE FRINGE ZONE
TOWN OF RAYMOND, MAINE**

LOCATION:
ROOSEVELT TRAIL &
CLEARWATER DRIVE
RAYMOND, ME

DATE: 2/27/2024
PROJECT NUMBER: 12240
2020_ZoningChanges.aprx

<p>Area of Potential Rezone</p> <ul style="list-style-type: none"> Commercial Village Residential LRR2 Outside 600' 2022 Parcels 	<ul style="list-style-type: none"> Sebago Lake Normal High-Water Line (NHWL) Setbacks National Wetland Inventory Freshwater Emergent Wetland Freshwater Forested/Shrub Wetland 	<p>Raymond 2023 Zoning</p> <ul style="list-style-type: none"> C - Commercial LRR1 - 2 Acres LRR2 - 3 Acres VR - Village Residential - 40,000 sq ft
--	---	--

FLOODPLAIN MANAGEMENT ORDINANCE
FOR THE
TOWN OF RAYMOND, MAINE

ENACTED: _____
Date

EFFECTIVE: _____
Date

CERTIFIED BY: _____
Signature

CERTIFIED BY: _____
Print Name

Title

Affix Seal

FLOODPLAIN MANAGEMENT ORDINANCE

CONTENTS

ARTICLE	PAGE
I. PURPOSE AND ESTABLISHMENT.....	2
II. PERMIT REQUIRED.....	2
III. APPLICATION FOR PERMIT.....	2
IV. APPLICATION FEE AND EXPERT'S FEE.....	4
V. REVIEW STANDARDS FOR FLOOD HAZARD DEVELOPMENT PERMIT APPLICATIONS.....	4
VI. DEVELOPMENT STANDARDS.....	5
VII. CERTIFICATE OF COMPLIANCE.....	11
VIII. REVIEW OF SUBDIVISIONS AND DEVELOPMENT PROPOSALS.....	11
IX. APPEALS AND VARIANCES.....	12
X. ENFORCEMENT AND PENALTIES.....	14
XI. VALIDITY AND SEVERABILITY.....	14
XII. CONFLICT WITH OTHER ORDINANCES.....	14
XIII. DEFINITIONS.....	15
XIV. ABROGATION.....	19
XV. DISCLAIMER OF LIABILITY.....	19

ARTICLE I - PURPOSE AND ESTABLISHMENT

Certain areas of the Town of Raymond, Maine are subject to periodic flooding, causing serious damages to properties within these areas. Relief is available in the form of flood insurance as authorized by the National Flood Insurance Act of 1968.

Therefore, the Town of Raymond, Maine has chosen to become a participating community in the National Flood Insurance Program and agrees to comply with the requirements of the National Flood Insurance Act of 1968 (P.L. 90-488, as amended) as delineated in this Floodplain Management Ordinance.

It is the intent of the Town of Raymond, Maine to require the recognition and evaluation of flood hazards in all official actions relating to land use in the floodplain areas having special flood hazards.

The Town of Raymond has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to Title 30-A MRSA, Sections 3001-3007, 4352, 4401-4407, and Title 38 MRSA, Section 440.

The National Flood Insurance Program, established in the aforesaid Act, provides that areas of the Town of Raymond having a special flood hazard be identified by the Federal Emergency Management Agency and that floodplain management measures be applied in such flood hazard areas. This Ordinance establishes a Flood Hazard Development Permit system and review procedure for development activities in the designated flood hazard areas of the Town of Raymond, Maine.

The areas of special flood hazard, Zones A and AE, for the Town of Raymond, Cumberland County, Maine, identified by the Federal Emergency Management Agency in a report entitled "Flood Insurance Study – Cumberland County, Maine," dated June 20, 2024, with accompanying "Flood Insurance Rate Map" dated June 20, 2024, as amended, are hereby adopted by reference and declared to be a part of this Ordinance.

ARTICLE II - PERMIT REQUIRED

The Code Enforcement Officer shall be designated as the local Floodplain Administrator. The Floodplain Administrator shall have the authority to implement the commitment made to administer and enforce the requirements for participation in the National Flood Insurance Program.

Before any construction or other development (as defined in Article XIII), including the placement of manufactured homes, begins within any areas of special flood hazard established in Article I, a Flood Hazard Development Permit shall be obtained from the Code Enforcement Officer. This permit shall be in addition to any other permits which may be required pursuant to the codes and ordinances of the Town of Raymond, Maine.

ARTICLE III - APPLICATION FOR PERMIT

The application for a Flood Hazard Development Permit shall be submitted to the Code Enforcement Officer and shall include:

- A. The name, address, and phone number of the applicant, owner, and contractor;
- B. An address and a map indicating the location of the construction site;

- C. A site plan showing locations of existing and/or proposed development, including but not limited to structures, sewage disposal facilities, water supply facilities, areas to be cut and filled, and lot dimensions;
 - D. A statement of the intended use of the structure and/or development;
 - E. A statement of the cost of the development including all materials and labor;
 - F. A statement as to the type of sewage system proposed;
 - G. Specification of dimensions of the proposed structure and/or development;
- [Items H-K.2. apply only to new construction and substantial improvements.]
- H. The elevation in relation to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD), or to a locally established datum in Zone A only, of the:
 - 1. base flood at the proposed site of all new or substantially improved structures, which is determined:
 - a. in Zones AE, from data contained in the "Flood Insurance Study - Cumberland County, Maine," as described in Article I; or,
 - b. in Zone A:
 - (1) from any base flood elevation data from federal, state, or other technical sources (such as FEMA's Quick-2 model, FEMA 265), including information obtained pursuant to Article VI.M. and VIII.D.; or,
 - (2) in the absence of all data described in Article III.H.1.b.(1), information to demonstrate that the structure shall meet the elevation requirement in Article VI.H.2.b., Article VI.I.2.a. or b., or Article VI.J.2.b.
 - 2. highest and lowest grades at the site adjacent to the walls of the proposed building;
 - 3. lowest floor, including basement; and whether or not such structures contain a basement;
 - 4. lowest machinery and equipment servicing the building; and,
 - 5. level, in the case of non-residential structures only, to which the structure will be floodproofed.
 - I. A description of an elevation reference point established on the site of all developments for which elevation standards apply as required in Article VI;
 - J. A written certification by:
 - 1. a Professional Land Surveyor that the grade elevations shown on the application are accurate; and,
 - 2. a Professional Land Surveyor, registered professional engineer or architect that the base flood elevation shown on the application is accurate.

- K. The following certifications as required in Article VI by a registered professional engineer or architect:
1. a Floodproofing Certificate (FEMA Form FF-206-FY-22-153, as amended), to verify that the floodproofing methods for any non-residential structures will meet the floodproofing criteria of Article VI.I.; and other applicable standards in Article VI;
 2. a Hydraulic Openings Certificate to verify that engineered hydraulic openings in foundation walls will meet the standards of Article VI.N.2.a.;
 3. a certified statement that bridges will meet the standards of Article VI.O.;
 4. a certified statement that containment walls will meet the standards of Article VI.P.
- L. A description of the extent to which any water course will be altered or relocated as a result of the proposed development; and,
- M. A statement of construction plans describing in detail how each applicable development standard in Article VI will be met.

ARTICLE IV - APPLICATION FEE AND EXPERT'S FEE

A non-refundable application fee as established in the town fee schedule shall be paid to the Town Clerk and a copy of a receipt for the same shall accompany the application.

An additional fee may be charged if the Code Enforcement Officer, Planning Board, and/or Board of Appeals needs the assistance of a professional engineer or other expert. The expert's fee shall be paid in full by the applicant within 10 days after the town submits a bill to the applicant. Failure to pay the bill shall constitute a violation of the ordinance and be grounds for the issuance of a stop work order. An expert shall not be hired by the municipality at the expense of an applicant until the applicant has either consented to such hiring in writing or been given an opportunity to be heard on the subject. An applicant who is dissatisfied with a decision to hire expert assistance may appeal that decision to the Board of Appeals.

ARTICLE V - REVIEW STANDARDS FOR FLOOD HAZARD DEVELOPMENT PERMIT APPLICATIONS

The Code Enforcement Officer shall:

- A. Review all applications for the Flood Hazard Development Permit to assure that proposed developments are reasonably safe from flooding and to determine that all pertinent requirements of Article VI (Development Standards) have been, or will be met;
- B. Utilize, in the review of all Flood Hazard Development Permit applications:
 1. the base flood and floodway data contained in the "Flood Insurance Study - Cumberland County, Maine," as described in Article I;
 2. in special flood hazard areas where base flood elevation and floodway data are not provided, the Code Enforcement Officer shall obtain, review, and reasonably utilize any base flood elevation and floodway data from federal, state, or other technical sources, including information obtained pursuant to Article III.H.1.b.(1); Article VI.M.; and Article VIII.D., in order to administer Article VI of this Ordinance; and,

3. when the community establishes a base flood elevation in a Zone A by methods outlined in Article III.H.1.b.(1), the community shall submit that data to the Maine Floodplain Management Program.
- C. Make interpretations of the location of boundaries of special flood hazard areas shown on the maps described in Article I of this Ordinance;
 - D. In the review of Flood Hazard Development Permit applications, determine that all necessary permits have been obtained from those federal, state, and local government agencies from which prior approval is required by federal or state law, including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1344;
 - E. Notify adjacent municipalities, the Department of Environmental Protection, and the Maine Floodplain Management Program prior to any alteration or relocation of a water course and submit copies of such notifications to the Federal Emergency Management Agency;
 - F. If the application satisfies the requirements of this Ordinance, approve the issuance of one of the following Flood Hazard Development Permits based on the type of development:
 1. A two part Flood Hazard Development Permit for elevated structures. Part I shall authorize the applicant to build a structure to and including the first horizontal floor only above the base flood level. At that time the applicant shall provide the Code Enforcement Officer with an “under construction” Elevation Certificate completed by a Professional Land Surveyor based on the Part I permit construction for verifying compliance with the elevation requirements of Article VI, paragraphs H., I., or J. Following review of the Elevation Certificate data, which shall take place within 72 hours of receipt of the application, the Code Enforcement Officer shall issue Part II of the Flood Hazard Development Permit. Part II shall authorize the applicant to complete the construction project; or,
 2. A Flood Hazard Development Permit for Floodproofing of Non-Residential Structures that are new construction or substantially improved non-residential structures that are not being elevated but that meet the floodproofing standards of Article VI.I.1. The application for this permit shall include a Floodproofing Certificate signed by a registered professional engineer or architect; or,
 3. A Flood Hazard Development Permit for Minor Development for all development that is not new construction or a substantial improvement, such as repairs, maintenance, renovations, or additions, whose value is less than 50% of the market value of the structure. Minor development also includes but is not limited to: accessory structures as provided for in Article VI.L., mining, dredging, filling, grading, paving, excavation, drilling operations, storage of equipment or materials, deposition or extraction of materials, public or private sewage disposal systems or water supply facilities that do not involve structures; and non-structural projects such as bridges, dams, towers, fencing, pipelines, wharves, and piers.
 - G. Maintain, as a permanent record, copies of all Flood Hazard Development Permit Applications, corresponding Permits issued, and data relevant thereto, including reports of the Board of Appeals on variances granted under the provisions of Article IX of this Ordinance, and copies of Elevation Certificates, Floodproofing Certificates, Certificates of Compliance, and certifications of design standards required under the provisions of Articles III, VI, and VII of this Ordinance.

ARTICLE VI - DEVELOPMENT STANDARDS

All developments in areas of special flood hazard shall meet the following applicable standards:

- A. **All Development** - All development shall:
1. be designed or modified and adequately anchored to prevent flotation (excluding piers and docks), collapse, or lateral movement of the development resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
 2. use construction materials that are resistant to flood damage;
 3. use construction methods and practices that will minimize flood damage; and,
 4. use electrical, heating, ventilation, plumbing, and air conditioning equipment, and other service facilities, that are designed and/or located so as to prevent water from entering or accumulating within the components during flooding conditions.
- B. **Water Supply** - All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the systems.
- C. **Sanitary Sewage Systems** - All new and replacement sanitary sewage systems shall be designed and located to minimize or eliminate infiltration of flood waters into the system and discharges from the system into flood waters.
- D. **On Site Waste Disposal Systems** - On site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during floods.
- E. **Watercourse Carrying Capacity** - All development associated with altered or relocated portions of a watercourse shall be constructed and maintained in such a manner that no reduction occurs in the flood carrying capacity of the watercourse.
- F. **Utilities** - New construction or substantial improvement of any structure (including manufactured homes) located within Zones A and AE, shall have the bottom of all electrical, heating, plumbing, ventilation and air conditioning equipment, permanent fixtures and components, HVAC ductwork and duct systems, and any other utility service equipment, facilities, machinery, or connections servicing a structure, elevated to at least one foot above the base flood elevation.
- G. **Physical Changes to the Natural Landscape** - Certain development projects, including but not limited to, retaining walls, sea walls, levees, berms, and rip rap, can cause physical changes that affect flooding conditions.
1. All development projects in Zone AE that cause physical changes to the natural landscape shall be reviewed by a Professional Engineer to determine whether or not the project changes the base flood elevation, zone, and/or the flood hazard boundary line.
 2.
 - a. If the Professional Engineer determines, through the use of engineering judgement, that the project would not necessitate a Letter of Map Revision (LOMR), a certified statement shall be provided.
 - b. If the Professional Engineer determines that the project may cause a change, a hydrologic and hydraulic analysis that meets current FEMA standards shall be performed.

3. If the hydrologic and hydraulic analysis performed indicates a change to the base flood elevation, zone, and/or the flood hazard boundary line, the applicant may submit a Conditional Letter of Map Revision (C-LOMR) request to the Federal Emergency Management Agency for assurance that the as-built project will result in a change to the Flood Insurance Rate Map. Once the development is completed, a request for a Letter of Map Revision (LOMR) shall be initiated.
4. If the hydrologic and hydraulic analysis performed show a change to the base flood elevation, zone, and/or the flood hazard boundary line, as soon as practicable, but no later than 6 months after the completion of the project, the applicant shall submit the technical data to FEMA in the form of a Letter of Map Revision request.

H. **Residential** - New construction or substantial improvement of any residential structure located within:

1. Zone AE shall have the lowest floor (including basement) elevated to at least one foot above the base flood elevation.
2. Zone A shall have the lowest floor (including basement) elevated:
 - a. to at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; or Article VIII.D.; or,
 - b. in the absence of all data described in Article VI.H.2.a., to at least two feet above the highest adjacent grade to the structure.

I. **Non-Residential** - New construction or substantial improvement of any non-residential structure located within:

1. Zone AE shall have the lowest floor (including basement) elevated to at least one foot above the base flood elevation, or together with attendant utility and sanitary facilities shall:
 - a. be floodproofed to at least one foot above the base flood elevation so that below that elevation the structure is watertight with walls substantially impermeable to the passage of water;
 - b. have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and,
 - c. be certified by a registered professional engineer or architect that the floodproofing design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section. Such certification shall be provided with the application for a Flood Hazard Development Permit, as required by Article III.K. and shall include a record of the elevation above mean sea level to which the structure is floodproofed.
2. Zone A shall have the lowest floor (including basement) elevated:
 - a. to at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; Article VIII.D.; or,

- b. in the absence of all data described in Article VI.I.2.a., to at least two feet above the highest adjacent grade to the structure; or,
- c. together with attendant utility and sanitary facilities meet the floodproofing standards of Article VI.I.1.a., b., and c.

J. Manufactured Homes - New or substantially improved manufactured homes located within:

1. Zone AE shall:

- a. be elevated such that the lowest floor (including basement) of the manufactured home is at least one foot above the base flood elevation;
- b. be on a permanent foundation, which may be poured masonry slab or foundation walls, with hydraulic openings, or may be reinforced piers or block supports, any of which support the manufactured home so that no weight is supported by its wheels and axles; and,
- c. be securely anchored to an adequately anchored foundation system to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to:
 - (1) over-the-top ties anchored to the ground at the four corners of the manufactured home, plus two additional ties per side at intermediate points (manufactured homes less than 50 feet long require one additional tie per side); or by,
 - (2) frame ties at each corner of the home, plus five additional ties along each side at intermediate points (manufactured homes less than 50 feet long require four additional ties per side).
 - (3) All components of the anchoring system described in Article VI.J.1.c.(1) & (2) shall be capable of carrying a force of 4800 pounds.

2. Zone A shall:

- a. be elevated on a permanent foundation, as described in Article VI.J.1.b., such that the lowest floor (including basement) of the manufactured home is at least one foot above the base flood elevation utilizing information obtained pursuant to Article III.H.1.b.(1); Article V.B.; Article VIII.D.; or,
- b. in the absence of all data as described in Article VI.J.2.a., to at least two feet above the highest adjacent grade to the structure; and,
- c. meet the anchoring requirements of Article VI.J.1.c.

K. Recreational Vehicles - Recreational Vehicles located within:

1. Zones A and AE, shall either:

- a. be on the site for fewer than 180 consecutive days; and,
- b. be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or,

- c. be permitted in accordance with the elevation and anchoring requirements for "manufactured homes" in Article VI.J.1.

L. **Accessory Structures** - New construction or substantial improvement of Accessory Structures, as defined in Article XIII, shall be exempt from the elevation criteria required in Article VI.H. & I. above, if all other requirements of Article VI and all the following requirements are met.

1. Accessory Structures located in Zones A and AE, shall:
 - a. meet the requirements of Article VI.A.1. through 4., as applicable;
 - b. be limited in size to a one-story two car garage;
 - c. have unfinished interiors and not be used for human habitation;
 - d. have only ground fault interrupt electrical outlets. The electric service disconnect shall be located above the base flood elevation and, when possible, outside the Special Flood Hazard Area.
 - e. be located outside the floodway;
 - f. when possible, be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters and be placed further from the source of flooding than is the primary structure; and,
 - g. have hydraulic openings, as specified in Article VI.N.2., in at least two different walls of the accessory structure.

M. **Floodways** -

1. In Zone AE riverine areas, encroachments, including fill, new construction, substantial improvement, and other development shall not be permitted within a regulatory floodway which is designated on the community's Flood Insurance Rate Map, unless a technical evaluation certified by a registered professional engineer is provided demonstrating that such encroachments will not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. In Zones A and AE, riverine areas for which no regulatory floodway is designated, encroachments, including fill, new construction, substantial improvement, and other development shall not be permitted in the floodway as determined in Article VI.M.3. unless a technical evaluation certified by a registered professional engineer is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing development and anticipated development:
 - a. will not increase the water surface elevation of the base flood more than one foot at any point within the community; and,
 - c. is consistent with the technical criteria contained in FEMA's guidelines and standards for flood risk analysis and mapping.

3. In Zones A and AE riverine areas, for which no regulatory floodway is designated, the regulatory floodway is determined to be the channel of the river or other water course and the adjacent land areas to a distance of one-half the width of the floodplain as measured from the normal high water mark to the upland limit of the floodplain.

N. **Hydraulic Openings/Flood Vents** - New construction or substantial improvement of any structure in Zones A and AE, that meets the development standards of Article VI, including the elevation requirements of Article VI, paragraphs H., I., or J. and is elevated on posts, columns, piers, piles, or crawlspaces may be enclosed below the base flood elevation requirements provided all the following criteria are met or exceeded:

1. Enclosed areas are not "basements" as defined in Article XIII;
2. Enclosed areas shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood water. Designs for meeting this requirement must either:
 - a. be engineered and certified by a registered professional engineer or architect; or,
 - b. meet or exceed the following minimum criteria:
 - (1) a minimum of two openings having a total net area of not less than one square inch for every square foot of the enclosed area;
 - (2) the bottom of all openings shall be below the base flood elevation and no higher than one foot above the lowest grade; and,
 - (3) openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the entry and exit of flood waters automatically without any external influence or control such as human intervention, including the use of electrical and other non-automatic mechanical means;
3. The enclosed area shall not be used for human habitation; and,
4. The enclosed areas are usable solely for building access, parking of vehicles, or storage.

O. **Bridges** - New construction or substantial improvement of any bridge in Zones A and AE shall be designed such that:

1. when possible, the lowest horizontal member (excluding the pilings or columns) is elevated to at least one foot above the base flood elevation; and,
2. a registered professional engineer shall certify that:
 - a. the structural design and methods of construction shall meet the elevation requirements of this section and the floodway standards of Article VI.M.; and,
 - b. the foundation and superstructure attached thereto are designed to resist flotation, collapse, and lateral movement due to the effects of wind and water loads acting simultaneously on all structural components. Water loading values used shall be those associated with the base flood.

P. **Containment Walls** - New construction or substantial improvement of any containment wall located within:

1. Zones A and AE shall:

- a. have the containment wall elevated to at least one foot above the base flood elevation;
- b. have structural components capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy; and,
- c. be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this section. Such certification shall be provided with the application for a Flood Hazard Development Permit, as required by Article III.K.

Q. **Wharves, Piers, and Docks** - New construction or substantial improvement of wharves, piers, and docks are permitted in Zones A and AE, in and over water, and shall comply with all applicable local, state, and federal regulations.

ARTICLE VII - CERTIFICATE OF COMPLIANCE

No land in a special flood hazard area shall be occupied or used and no structure which is constructed or substantially improved shall be occupied until a Certificate of Compliance is issued by the Code Enforcement Officer subject to the following provisions:

- A. For New Construction or Substantial Improvement of any elevated structure the applicant shall submit to the Code Enforcement Officer an Elevation Certificate completed by a Professional Land Surveyor for compliance with Article VI, paragraphs H., I., or J.
- B. The applicant shall submit written notification to the Code Enforcement Officer that the development is complete and complies with the provisions of this ordinance.
- C. Within 10 working days, the Code Enforcement Officer shall:
 1. review the Elevation Certificate and the applicant's written notification; and,
 2. upon determination that the development conforms with the provisions of this ordinance, shall issue a Certificate of Compliance.

ARTICLE VIII - REVIEW OF SUBDIVISION AND DEVELOPMENT PROPOSALS

The Planning Board shall, when reviewing subdivisions and other proposed developments that require review under other federal law, state law, or local ordinances or regulations, and all projects on 5 or more disturbed acres, or in the case of manufactured home parks divided into two or more lots, assure that:

- A. All such proposals are consistent with the need to minimize flood damage.
- B. All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damages.
- C. Adequate drainage is provided so as to reduce exposure to flood hazards.

- D. All proposals include base flood elevations, flood boundaries, and, in a riverine floodplain, floodway data. These determinations shall be based on engineering practices recognized by the Federal Emergency Management Agency.
- E. Any proposed development plan must include a condition of plan approval requiring that structures on any lot in the development having any portion of its land within a Special Flood Hazard Area are to be constructed in accordance with Article VI of this ordinance. Such requirement will be included in any deed, lease, purchase and sale agreement, or document transferring or expressing an intent to transfer any interest in real estate or structure, including but not limited to a time-share interest. The condition shall clearly articulate that the municipality may enforce any violation of the construction requirement and that fact shall also be included in the deed or any other document previously described. The construction requirement shall also be clearly stated on any map, plat, or plan to be signed by the Planning Board or local reviewing authority as part of the approval process.

ARTICLE IX - APPEALS AND VARIANCES

The Board of Appeals of the Town of Raymond may, upon written application of an aggrieved party, 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 Code Enforcement Officer or Planning Board in the administration or enforcement of the provisions of this Ordinance.

The Board of Appeals may grant a variance from the requirements of this Ordinance consistent with state law and the following criteria:

- A. Variances shall not be granted within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
- B. Variances shall be granted only upon:
 - 1. a showing of good and sufficient cause; and,
 - 2. a determination that should a flood comparable to the base flood occur, the granting of a variance will not result in increased flood heights, additional threats to public safety, public expense, or create nuisances, cause fraud or victimization of the public, or conflict with existing local laws or ordinances; and,
 - 3. a showing that the issuance of the variance will not conflict with other state, federal, or local laws or ordinances; and,
 - 4. a determination that failure to grant the variance would result in "undue hardship," which in this sub-section means:
 - a. that the land in question cannot yield a reasonable return unless a variance is granted; and,
 - b. that the need for a variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood; and,
 - c. that the granting of a variance will not alter the essential character of the locality; and,
 - d. that the hardship is not the result of action taken by the applicant or a prior owner.

- C. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief, and the Board of Appeals may impose such conditions to a variance as it deems necessary.
- D. Variances may be issued for new construction, substantial improvements, or other development for the conduct of a functionally dependent use provided that:
 - 1. the criteria of Article IX.A. through C. and Article VI.M. are met; and,
 - 2. the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.
- E. Variances may be issued for the repair, reconstruction, rehabilitation, or restoration of Historic Structures upon the determination that:
 - 1. the development meets the criteria of Article IX.A. through C.; and,
 - 2. the proposed repair, reconstruction, rehabilitation, or restoration will not preclude the structure's continued designation as a Historic Structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- F. Variances may be issued for new construction and substantial improvement of Agricultural Structures being used for the conduct of agricultural uses provided that:
 - 1. the development meets the criteria of Article IX.A. through C.; and,
 - 2. the development meets the criteria of Article VI.M. and Article VI.N.
- G. Any applicant who meets the criteria of Article IX.A. through C. and Article IX.D., E., or F. shall be notified by the Board of Appeals in writing over the signature of the Chairman of the Board of Appeals that:
 - 1. the issuance of a variance to construct a structure below the base flood level will result in greatly increased premium rates for flood insurance up to amounts as high as \$25 per \$100 of insurance coverage; and,
 - 2. such construction below the base flood level increases risks to life and property; and,
 - 3. the applicant agrees in writing that the applicant is fully aware of all the risks inherent in the use of land subject to flooding, assumes those risks, and agrees to indemnify and defend the municipality against any claims filed against it that are related to the applicant's decision to use land located in a floodplain and that the applicant individually releases the municipality from any claims the applicant may have against the municipality that are related to the use of land located in a floodplain.
- H. Appeal Procedure for Administrative and Variance Appeals
 - 1. An administrative or variance appeal may be taken to the Board of Appeals by an aggrieved party within thirty days after receipt of a written decision of the Code Enforcement Officer or Planning Board.

2. Upon being notified of an appeal, the Code Enforcement Officer or Planning Board, as appropriate, shall transmit to the Board of Appeals all of the documents constituting the record of the decision appealed from.
3. The Board of Appeals shall hold a public hearing on the appeal within thirty-five days of its receipt of an appeal request.
4. The person filing the appeal shall have the burden of proof.
5. The Board of Appeals shall decide all appeals within thirty-five days after the close of the hearing and shall issue a written decision on all appeals.
6. The Board of Appeals shall submit to the Code Enforcement Officer a report of all variance actions, including justification for the granting of the variance and an authorization for the Code Enforcement Officer to issue a Flood Hazard Development Permit, which includes any conditions to be attached to said permit.
7. Any aggrieved party who participated as a party during the proceedings before the Board of Appeals may take an appeal to Superior Court in accordance with State laws within forty-five days from the date of any decision of the Board of Appeals.

ARTICLE X - ENFORCEMENT AND PENALTIES

- A. It shall be the duty of the Code Enforcement Officer to enforce the provisions of this Ordinance pursuant to Title 30-A MRSA § 4452.
- B. The penalties contained in Title 30-A MRSA § 4452 shall apply to any violation of this Ordinance.
- C. In addition to any other actions, the Code Enforcement Officer, upon determination that a violation exists, may submit a declaration to the Administrator of the Federal Insurance Administration requesting a denial of flood insurance. The valid declaration shall consist of:
 1. the name of the property owner and address or legal description of the property sufficient to confirm its identity or location;
 2. a clear and unequivocal declaration that the property is in violation of a cited State or local law, regulation, or ordinance;
 3. a clear statement that the public body making the declaration has authority to do so and a citation to that authority;
 4. evidence that the property owner has been provided notice of the violation and the prospective denial of insurance; and,
 5. a clear statement that the declaration is being submitted pursuant to Section 1316 of the National Flood Insurance Act of 1968, as amended.

ARTICLE XI - VALIDITY AND SEVERABILITY

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

ARTICLE XII - CONFLICT WITH OTHER ORDINANCES

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, bylaw, permit, or provision of law. Where this Ordinance imposes a greater restriction upon the use of land, buildings, or structures, the provisions of this Ordinance shall control.

ARTICLE XIII - DEFINITIONS

Unless specifically defined below, words and phrases used in this Ordinance shall have the same meaning as they have at common law and to give this Ordinance its most reasonable application. Words used in the present tense include the future, the singular number includes the plural, and the plural number includes the singular. The word "may" is permissive; "shall" is mandatory and not discretionary.

Accessory Structure - a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure.

Adjacent Grade - the natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

Agricultural Structure - structures that are used exclusively for agricultural purposes or uses in connection with the production, harvesting, storage, raising, or drying of agricultural commodities and livestock. Structures that house tools or equipment used in connection with these purposes or uses are also considered to have agricultural purposes or uses.

Area of Special Flood Hazard - the land in the floodplain having a one percent or greater chance of flooding in any given year, as specifically identified in the Flood Insurance Study cited in Article I of this Ordinance.

Base Flood - a flood having a one percent chance of being equaled or exceeded in any given year, commonly called the 100-year flood.

Basement - any area of the building having its floor subgrade (below ground level) on all sides.

Building - see **Structure**.

Certificate of Compliance - A document signed by the Code Enforcement Officer stating that a structure is in compliance with all of the provisions of this Ordinance.

Code Enforcement Officer - A person certified under Title 30-A MRSA, Section 4451 (including exceptions in subsection 4451, paragraph 1) and employed by a municipality to enforce all applicable comprehensive planning and land use laws and ordinances.

Containment Wall - a wall surrounding all sides of an above ground tank to contain any spills or leaks.

Development - any man made change to improved or unimproved real estate. This includes, but is not limited to, buildings or other structures; mining, dredging, filling, grading, paving, excavation, drilling operations or storage of equipment or materials; and the storage, deposition, or extraction of materials.

Elevated Building - a non-basement building that is:

- a. built, in the case of a building in Zones A or AE, to have the top of the elevated floor elevated above the ground level by means of pilings, columns, posts, piers, or shear walls; and,

- b. adequately anchored so as not to impair the structural integrity of the building during a flood of up to one foot above the magnitude of the base flood.

In the case of Zones A or AE, **Elevated Building** also includes a building elevated by means of fill or solid foundation perimeter walls with hydraulic openings sufficient to facilitate the unimpeded movement of flood waters, as required in Article VI.N.

Elevation Certificate - an official form (FEMA Form FF-206-FY-22-152, as amended) that is used to verify compliance with the floodplain management regulations of the National Flood Insurance Program.

Existing Manufactured Home Park or Subdivision - a manufactured home park or subdivision that was recorded in the deed registry prior to the adoption date of the community's first floodplain management regulations.

Flood or Flooding -

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - 1. The overflow of inland or tidal waters.
 - 2. The unusual and rapid accumulation or runoff of surface waters from any source.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph a.1. of this definition.

Flood Elevation Study - an examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations.

Flood Insurance Rate Map (FIRM) - an official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community.

Flood Insurance Study - see **Flood Elevation Study**.

Floodplain or Flood-prone Area - any land area susceptible to being inundated by water from any source (see **Flood or Flooding**).

Floodplain Management - the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

Floodplain Management Regulations - zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance), and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

Floodproofing - any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and contents.

Floodway - see **Regulatory Floodway**.

Floodway Encroachment Lines - the lines marking the limits of floodways on federal, state, and local floodplain maps.

Freeboard - a factor of safety usually expressed in feet above a flood level for purposes of floodplain management. Freeboard tends to compensate for the many unknown factors, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions.

Functionally Dependent Use - a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

Historic Structure - any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary of the Interior to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved state program as determined by the Secretary of the Interior, or,
 2. Directly by the Secretary of the Interior in states without approved programs.

Locally Established Datum - for purposes of this ordinance, an elevation established for a specific site to which all other elevations at the site are referenced. This elevation is generally not referenced to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD), or any other established datum and is used in areas where Mean Sea Level data is too far from a specific site to be practically used.

Lowest Floor - the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements described in Article VI.N. of this ordinance.

Manufactured Home - a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required

utilities. For floodplain management purposes the term manufactured home also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days.

Manufactured Home Park or Subdivision - a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Mean Sea Level - for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD), or other datum to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Minor Development - all development that is not new construction or a substantial improvement, such as repairs, maintenance, renovations, or additions, whose value is less than 50% of the market value of the structure. It also includes but is not limited to: accessory structures as provided for in Article VI.L., mining, dredging, filling, grading, paving, excavation, drilling operations, storage of equipment or materials, deposition or extraction of materials, public or private sewage disposal systems or water supply facilities that do not involve structures; and non-structural projects such as bridges, dams, towers, fencing, pipelines, wharves, and piers.

National Geodetic Vertical Datum (NGVD) - the national vertical datum, whose standard was established in 1929, which is used by the National Flood Insurance Program (NFIP). NGVD was based upon mean sea level in 1929 and has been called "1929 Mean Sea Level (MSL)".

New Construction - structures for which the "start of construction" commenced on or after the effective date of the initial floodplain management regulations adopted by a community and includes any subsequent improvements to such structures.

North American Vertical Datum (NAVD) - the national datum whose standard was established in 1988, which is the new vertical datum used by the National Flood Insurance Program (NFIP) for all new Flood Insurance Rate Maps. NAVD is based upon the vertical data used by other North American countries such as Canada and Mexico and was established to replace NGVD because of constant movement of the earth's crust, glacial rebound and subsidence, and the increasing use of satellite technology.

100-year flood - see **Base Flood**.

Recreational Vehicle - a vehicle which is:

- a. built on a single chassis;
- b. 400 square feet or less when measured at the largest horizontal projection, not including slideouts;
- c. designed to be self-propelled or permanently towable by a motor vehicle; and,
- d. designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Regulatory Floodway -

- a. the channel of a river or other water course and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height, and,

- b. when not designated on the community's Flood Insurance Rate Map, it is considered to be the channel of a river or other water course and the adjacent land areas to a distance of one-half the width of the floodplain, as measured from the normal high water mark to the upland limit of the floodplain.

Riverine - relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

Special Flood Hazard Area - see **Area of Special Flood Hazard**.

Start of Construction - the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, substantial improvement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, or modification of any construction element, whether or not that alteration affects the external dimensions of the building.

Structure - for floodplain management purposes, a walled and roofed building. A gas or liquid storage tank that is principally above ground is also a structure.

Substantial Damage - damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement - any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or,
- b. Any alteration of a Historic Structure, provided that the alteration will not preclude the structure's continued designation as a historic structure, and a variance is obtained from the community's Board of Appeals.

Variance - a grant of relief by a community from the terms of a floodplain management regulation.

Violation - the failure of a structure or development to comply with a community's floodplain management regulations.

ARTICLE XIV - ABROGATION

This ordinance repeals and replaces any municipal ordinance previously enacted to comply with the National Flood Insurance Act of 1968 (P.L. 90-488, as amended).

ARTICLE XV - DISCLAIMER OF LIABILITY

The degree of flood protection required by the ordinance is considered reasonable but does not imply total flood protection.

Town of Raymond Business License Ordinance

Adopted 7/14/2020

Revised 6/11/2024

Section 1. Purpose.

The purpose of this Ordinance is to provide reasonable regulations for businesses, other than home occupations, operating in the Town of Raymond (hereinafter “the Town”) and to protect and promote the health, welfare and safety of Town residents and the general public.

Sec. 2. License required; ~~expiration.~~

- (a) The ~~Board of Selectmen~~ Select Board (hereinafter “the Board”) is authorized to grant, grant subject to conditions, or deny licenses for any business in accordance with the terms of this Ordinance. ~~The Town Clerk is authorized to renew licenses and refer any license renewal applications to the Board of Selectmen for public hearing and action if, in the Town Clerk's judgment, the application merits such scrutiny.~~
- (b) ~~Any such license shall expire on March 1 of each year, unless otherwise provided therein, except that a license for which a renewal application filed prior to March 1 shall continue in effect until the Town Clerk or the Board of Selectmen, if Board action is required under Section 7, has acted on the renewal application. A license does not expire and is valid until otherwise suspended or revoked by the Board.~~
- (c) No person shall operate or conduct any business, except for home occupations, without first obtaining a license therefore, nor shall any person operate or conduct any business except in compliance with the terms of this Ordinance and any conditions imposed upon the license issued.
- (d) Licenses issued under this Ordinance are not transferable to a new owner. A transfer in ownership of the business shall require a new license. Licenses are limited to the location for which they are issued and shall not be transferable to a different location. A licensee who seeks to operate in a new location shall acquire a new license for that location.

Sec. 3. Application.

- (a) Any person who owns, operates or conducts any business in the Town shall make an application for a license to conduct such business by submitting the following to the Town Clerk:
 - (1) A description of the business which the applicant proposes to operate or conduct and the location at which the licensed activity or business will occur.
 - (2) A statement that the applicant has secured or is in the processing of securing all state or local permits required for the licensed business, provided that any license issued by the ~~Board of Selectmen~~ Board prior to the receipt of such other permits shall not authorize the operation of the business until all such other permits are obtained.

- (3) A statement that the business and the premises are in compliance with all local ordinances other than this Ordinance.
 - (4) Evidence of satisfactory resolution of any public health, safety or welfare problems occurring in the operation of that or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiate complaints to or require a response from the sheriff's department, fire department or other municipal regulatory body or employee.
 - (5) A nonrefundable application processing fee as specified in the Town Fee Schedule ~~unless the applicant has previously received a license under this Ordinance for the same business at the same location and the license had been applied for prior to the last day of February of the expiration year.~~
- (b) The Board ~~of Selectmen~~ may require further documentation of any of the information provided in the license application whenever the Board determines that such documentation is needed to process the application.

Sec. 4. - Denial; imposition of conditions for issuance.

- (a) Failure to provide any of the information required by Section 3 to the Town Clerk in a timely manner shall be cause for a denial of a license application.
- (b) The Board ~~of Selectmen~~ shall consider information provided by the applicant, the code enforcement officer, the town manager, the sheriff's department, the fire chief or any other municipal employee or the general public in determining whether to issue, issue subject to conditions, or deny any license requested. The Board ~~of Selectmen~~ may deny a license application if it finds that:
 - (1) The applicant does not have the legal right to occupy the premises for which the license is sought;
 - (2) Required state or local permits have not been obtained or applied for;
 - (3) The business or the premises are not in compliance with other local ordinances;
 - (4) Any public health, safety or welfare problems which occurred in the operation of the business or a similar business on the premises during the immediately preceding year were not satisfactorily resolved and are likely to recur;
 - (5) The applicant for the license has, during the immediately preceding year, committed or permitted, in the course of conducting a business subject to this Ordinance, an act or omission which constitutes a violation of this Ordinance;
 - (6) The applicant is delinquent in paying any personal or real property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment;
 - (7) The licensed location has had three or more documented and relevant disturbances as verified by the sheriff's department within the previous licensing period, which documentation shall be provided to the Town Clerk by the sheriff's department;

- (8) The applicant owes any fine, penalty or judgment to the Town as a result of any violation of this Ordinance and the fine, penalty or judgment, with any accrued interest, has not been paid in full; or
 - (9) The applicant owes any amount to the Town for services rendered by the Town or by Town employees to the applicant or the applicant's property, is in default on any performance guarantee or contractual obligation to the Town or is otherwise delinquent in any financial obligation to the Town.
- (c) The Board ~~of Selectmen~~ may also impose conditions on the operation of any licensed business, such as restrictions on the hours of operation, a requirement of trash removal at specified intervals, or implementation of particular forms of crowd control, where the public interest so requires.
- (d) When the Board ~~of Selectmen~~ denies a license, written notice of the decision shall be provided to the applicant within ten days thereof, which shall set forth the reasons for the denial. The licensee shall receive written notice in the same manner of any conditions imposed upon the license whenever conditions are imposed, and any such conditions shall be noted on the license records maintained by the Town Clerk.

Sec. 5. - Effective date; payment of full fee required.

- (a) A license issued pursuant to this Ordinance shall be effective as of the date issued or as of the date payment of the appropriate license fee is received by the Town Clerk, whichever is later.
- (b) Payment in full of the license fee is required prior to the issuance of a license.

Sec. 6. - Inspections.

- (a) A licensee, as a condition of receipt of a license under this Ordinance, must also allow any Town official who is authorized to determine compliance with federal, state or town law or ordinance and who presents valid identification to enter at any reasonable time any portion of the licensed premises which the licensee has the right to enter or occupy.
- (b) A licensee must pass a fire and safety inspection and be in compliance with all applicable building codes.
- (c) Failure to allow entry required by this section shall constitute a violation of this Ordinance and shall constitute cause for ~~nonrenewal~~, suspension or revocation of this license.

Sec. 7. - Renewals.

- ~~(a) The Town Clerk is authorized to renew, without further action by the Board of Selectmen Board, the license of any person holding a license pursuant to this Ordinance, referred to as the "licensee," upon receipt of the required fee and of a written statement from the licensee that there has been no material change in the information provided in the licensee's previous application. The Town Clerk may not renew a license, but must refer the application to the Board of Selectmen Board, if:~~

- ~~(1) The license has been suspended or revoked by the Board of Selectmen Board during the preceding licensing cycle;~~
 - ~~(2) The Town Clerk has received, during the past licensing cycle, any written complaint from any person charging that the licensee has violated the terms of this Ordinance or any other section of this Code or Town ordinance;~~
 - ~~(3) The applicant is delinquent in paying any personal or real estate property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment; or~~
 - ~~(4) The licensed location has had three or more documented and relevant disturbances as verified by sheriff's department within the previous licensing cycle.~~
- ~~(b) Notwithstanding the provisions in Section 7(a) above, a license must be reviewed and renewed by the Board of Selectmen every five years.~~

Sec. 8-7. - Suspension or revocation.

- (a) The Board ~~of Selectmen~~, upon notice and after hearing, for cause, may suspend or revoke any license issued pursuant to this Ordinance. The term "cause" shall mean the violation of any license condition, any section of this Ordinance, any condition constituting a threat to the public health or safety, or the revocation or suspension of any state or local license that is a condition precedent to the issuance of a license pursuant to this Ordinance. The term "cause" shall also include any of the grounds for denying a license application under Section 4. Licenses may be temporarily suspended by the Board, without prior notice and hearing if, in the judgment of the Code Enforcement Officer, the Town Manager, or the Board ~~of Selectmen~~, the continued operation of the licensed business constitutes an immediate and substantial threat to the public health and safety, provided the licensee receives written notification of the suspension and the reasons therefore, prior to its taking effect, and a hearing is scheduled as soon as possible thereafter.

Sec. 9-8. - Violation and Penalties.

- (a) Any person who operates or conducts any business for which a license is required under this Ordinance without first obtaining such license commits a civil violation and shall be subject to a fine not to exceed \$100.00 for the first day the offense occurs. The second day the offense occurs, the fine amount shall not exceed \$250.00. The third day and subsequent days thereafter, the fine amount shall not exceed \$500.00. Each day such violation continues shall be considered a separate violation.
- (b) All fines shall be recovered upon complaint for use by the Town and shall be placed in the town treasury.

Sec. 10-9. - Enforcement.

The Code Enforcement Officer shall investigate any alleged violation of this Ordinance. Upon verification of the alleged violation, the Board ~~of Selectmen~~ may initiate any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, attorney fees, and costs, that may be appropriate and necessary to enforce the provisions of this Ordinance in the name of the Town.