

### Building or Purchasing a Home in Vassalboro

It is always a good practice to contact the Town's Code Enforcement Officer before purchasing land for a home, a new home, or a used home. A home is a lifetime investment. Once you purchase a home, you become the owner of any problems including violations of local and state laws associated with the purchase. The CEO can inform you of known problems associated with the property. Remember if you are in the Shoreland Zone or within 250 feet of a water body or wetland, there will be many more restrictions on what you can do on your land.

The CEO/LPI is generally in the office on:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		8:00 - 4:00	8:00 - 12:00	8:00 - 4:00		

(207) 872-2826

Richard A. Dolby, serves as Code Enforcement Officer, Local Plumbing Inspector, Building Inspector, Addressing Officer

### Purchasing a Used Home

The following are recommendations and are not Town requirements. Depending upon how old the home is, you may want to have the septic system inspected by a professional. The Town's Plumber Inspector may a copy of the septic system's permit with detailed information regarding the size and capacity of the system, its location and the number of bedrooms it was designed to accommodate. There are no permits for the installation of private wells. It is wise to have the well water tested for arsenic and radon as these pollutant levels may be high, since they often occur naturally in Maine groundwater. High levels of radon and arsenic may require water treatment systems which will add cost to your purchase.

### Purchasing Land

Vassalboro does not have zoning laws other than Shoreland Zoning which applies within 250 feet of a water body or wetland. If your land is near a wetland, it may be zoned Resource Protection within 250 feet of the edge of the wetland. New homes are not allowed in Resource Protection Districts. Homes in the Shoreland Zone that are not in the Resource Protection District still need Planning Board approval and have a setback requirement of 100 feet from the water body's high water mark.

<b>MINIMUM LOT SIZES</b>
• Non-Shoreland Zone Parcels
Lots served by municipal sanitary system: No minimum requirement.
Lots served by private sanitary systems: 20,000 Sq. Ft.
• Shoreland Zoned Parcels
Lots served by municipal sanitary system: 40,000 Sq. Ft.
Lots served by private sanitary systems: 40,000 Sq. Ft.

<b>MINIMUM FRONTAGE REQUIREMENTS</b>
Minimum Road Frontage Non-Shoreland Zone Parcels: No minimum requirement.
Minimum Shore Frontage on Shoreland Zoned Parcels: 200'

<b>MINIMUM SETBACKS</b>
<ul style="list-style-type: none"> <li>• Right-of-Ways (Town, State or Private Roads)</li> </ul>
25' from survey established property lines
50' from the centerline of the traveled road where the R.O.W. is not established
<ul style="list-style-type: none"> <li>• Property Lines</li> </ul>
20' from side and rear lot lines
<ul style="list-style-type: none"> <li>• Subsurface Waste Water Disposal Systems (includes leach field and septic tanks.)</li> </ul>
50' from property boundaries
100' from all wells

Where a lot is not served by a municipal sanitary system the minimum lot size is the state minimum or 20,000 square feet (about ½ acre), except in the Shoreland Zone, you will need 40,000 square feet (about 1 acre) for each residential dwelling unit. *(Placing a travel trailer or motor home on a lot in the Shoreland Zone for more than 120 days requires authorization of the CEO/LPI. When placed on a lot in addition to an existing structure the lot size requirements must be satisfied for each structure).* There are no road frontage requirements but 200 feet of water frontage is required for lots in the Shoreland Zone for each residential dwelling. Vassalboro does have structure setback requirements of 10 feet from a property boundary and 25 feet from the edge of the road right of way (50 feet from the road centerline). There is also a setback requirement of a new septic system of 50 feet from a property boundary.

Not all lots are as easy to develop, considering the size of the lot, frontage considerations, setbacks from property lines, septic systems and wells all come into play.

One often overlooked aspect is a driveway entrance, on state roads a permit is required from MDOT; on town roads the Road Commissioner's authorization is required. The driveway entrance must have an adequate sight distance. The Road Commissioner checks this on town roads or private roads within subdivisions. Land that does not have an adequate place for a driveway entrance cannot be built upon. The Town does not regulate private Roads that are not in subdivisions, except for their entrance onto other roads.

Preparing a scaled drawing of the lot with an eye to all future improvements will aid you in determining if a lot can accommodate your present and future needs. Please keep in mind your lack of planning or foresight is not sufficient reasoning to obtain a variance from established state or town requirements.

Make sure that you have your soil tested by a Site Evaluator before purchasing the land to insure that the land has suitable conditions for your septic system.

## Purchasing a New Home

Homes built by a contractor or land developer must be inspected by the CEO/LPI during construction and be issued a **Certificate of Occupancy** prior to occupancy.

Financial Institution's often require copies of the Construction File; which should include as a minimum:

- a.) The Subsurface Waste Water Disposal System Permit, and
- b.) The Municipal Building Permit, and
- c.) The Internal Plumbing Permit, and
- d.) The Certificate of Occupancy, and
- e.) A water test, and
- f.) A radon test.

Water and Radon tests are presently not required as municipal or state requirements.

Whether you are purchasing land or a new home, you should find out whether the road is a Town road or private road. If it is a private road, you and other people who live on the road will be responsible for maintenance and snow removal which will add additional cost considerations to your purchase. Some developments that were reviewed as subdivisions may have been subject to the creation of a "Home Owner's Association" which has established responsibilities and may require financial consideration of it's members to complete those responsibilities.

The Town of Vassalboro has adopted standards for the construction of roads to become Town Roads. Those roads must be constructed and inspected for compliance with those standards to be accepted by the Town.

## Mobile and Modular Homes

A building permit and an internal plumbing permit (and a septic permit if there is not an existing system) prior to moving a mobile or modular home to a lot in Vassalboro. When moving a used mobile home from another town, proof that the property taxes for that home have been paid.

The Building Permit Ordinance requires mobile homes moved from other towns to have:

- g.) a roof with at least a 2 / 12 pitch,
- h.) corrugated metal roofing is prohibited; and the siding must be residential in appearance and
- i.) cannot be vertical metal siding.

Mobile home pads are required to meet the minimum standards established by the Manufactured Housing Board.

Concrete slabs are not required under mobile homes by the Town, but they are recommended to minimize damage to your home from frost action.

### Building Code

Vassalboro with a population of over 4,000 residents is required to enforce the Maine Uniform Building and Energy Code.

The International Residential Code requires the property owner to provide construction documents: “written, graphic and pictorial documents prepared or assembled for describing the design, location and physical characteristics of the elements of a project necessary for obtaining a building permit. Construction documents shall be drawn to scale.

Construction documents submitted with the application shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from lot lines.

The building permit process requires the following inspections:

Subsurface Waste Water Disposal System (External Plumbing Permit)

Scarification, and  
Final Inspection.

Residential Building Permit, (International Residential Code)

Radon Mitigation (prior to pouring slabs)  
Foundation Inspection, (prior to pouring footing or wall)  
Framing Inspection, (prior to installing drywall)  
Insulation Inspection, (prior to installing drywall)  
Ventilation, (bathroom and kitchen)  
Final Inspection, (prior to requesting a Certificate of Occupancy)

Internal Plumbing Code,

Rough-in (with air or water test)  
Final Inspection.

Please contact the CEO/LPI at least 24 hours before the desired inspection, keeping in mind the normal hours the part-time employee is available.

Each phase of construction should receive approval before building can continue. The codes in place permit work covered without inspection to be required to be uncovered and fully viewed as appropriate. The Owner is responsible for all construction undertaken on his/her behalf. The responsibility for ensuring adequate materials and methods are used to complete a project are the sole responsibility of the Owner.

### Planning your New Home

- 1.) Contact the CEO/LPI (872-2826).
- 2.) Contact the Road Commissioner, Gene Field (923-3985)

- For your driveway entrance on town roads.
- 3.) Contact MDOT (Dave Allen 624-8200) driveway entrance - state road.  
For a Driveway Entrance Permit on state roads:
- i. Route 201,
  - ii. Route 32, and
  - iii. Route 3,
  - iv. Bog Rd from Route 32 to Webber Pond Rd.,
  - v. Webber Pond Rd.,
  - vi. South Stanley Hill Rd. and Stanley Hill Rd.,
  - vii. Oak Grove Rd.
- 4.) Contact a Site Evaluator to design your septic system, (their design is the permit application).
- 5.) If your home is within the Shoreland Zone, you will need a “Shoreland Zoning Permit” approved by the “Planning Board”. Contact the CEO/LPI to schedule you for a Planning Board meeting.  
(You may download a permit application from the Town’s website.)
- 6.) Permits applications: (in order of submission to CEO/LPI)
- i. Subsurface Waste Water Disposal Permit Application  
(the Site Evaluator’s design is the Permit Application).
  - ii. Building Permit From the Town Office or online,
  - iii. Internal Plumbing Permit From the Town Office or online,

Work started before obtaining a permit is subject to prosecution in District Court as a Civil Violation that could result in an order to remove the structure, and Civil Penalties from \$100 to \$2,500 per day.

Work started before obtaining a permit is subject to: automatic doubling of fees.

Excavation for a project should not be started until permits are “in-hand”, it is required to notify DigSafe (1-888-DIGSAFE), prior to all excavation.

CMP requires CEO’s to sign off on an 1190 form before you can have power hooked up certifying that you have Shoreland Zoning permitting or subdivision permitting, if it is required.

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### Home Construction Contracts

Maine State Statute: Title 10, §1487

You should be aware of the requirements in State law specifying that any home construction contract for more than \$3,000 in materials or labor must be in writing and must be signed by both the home construction contractor and the homeowner or lessee. Both the contractor and the homeowner or lessee must receive a copy of the executed contract prior to any work performance. This basic contract must contain the entire agreement between the homeowner or lessee and the home construction contractor and

must contain a number of items. Consult the following website for the items that should be included in a contract.

<http://www.mainelegislature.org/legis/Statutes/10/title10sec1487.html>

The Town does not require home construction contracts, and it is not our responsibility to enforce this law but you should consider that this law was enacted for the protection of homeowners and contractors. Without a contract you will have difficulty in holding a contractor accountable for their actions or inactions.