

Chapter 6 BUILDINGS AND BUILDING REGULATIONS*

*Cross reference(s)--Alarm systems, Ch. 2.5; fire prevention and protection, Ch. 10; land use, Ch. 14; rodent and vermin control, Ch. 22; sewers, Ch. 24; streets, sidewalks and other public places, Ch. 25; moving of structures, § 25-191 et seq.; swimming pools, Ch. 26.

- Art. I. In General, §§ 6-1--6-15**
- Art. II. Building Code, §§ 6-16--6-31**
- Art. III. Electrical Code, §§ 6-32--6-85**
 - Div. 1. Generally, §§ 6-32--6-50
 - Div. 2. Permits, §§ 6-51--6-65
 - Div. 3. Inspection and Enforcement, §§ 6-66--6-85
- Art. IV. Mechanical Code, §§ 6-86--6-105**
- Art. V. Housing Code, §§ 6-106--6-149**
- Art. VI. Residential Rental Unit Registration Requirements, §§ 6-150--6-157**
- Art. VII. Green Building Code, §§ 6-165 - - 6-172**
- Art. VIII. Property Assessed Clean Energy, §§ 6-190--6-194**
- Art. IX. Disorderly Houses, §§ 6-200--6-204**
- Art. X. Energy Benchmarking, §§ 6-205--6-218**
- Art. XI. Tenant Housing Rights, §§ 6-219--6-229**

ARTICLE I. IN GENERAL

Sec. 6-1. Penalties.

Any person, including, but not limited to, a landowner, the landowner's agent or a contractor, who violates any of the provisions set forth in Chapter 6 is liable for the penalties set forth in this section. For purposes of this Chapter, the Director of Permitting and Inspections is the *building authority*.

- (a) *Penalties.* Except for paragraph g., monetary penalties shall be assessed on a per-day basis for each day on which a violation exists:
 - 1. The minimum penalty for starting construction or undertaking a land use activity without a required permit is one hundred dollars (\$100.00) per day, and the maximum penalty is two thousand five

hundred dollars (\$2,500.00) per day.

2. The minimum penalty for a specific violation is two hundred dollars (\$200.00) per day, and the maximum penalty is two thousand five hundred dollars (\$2,500.00) per day. The minimum penalty for failure to correct such significant code violation after written notice by the city to do so is five hundred (\$500.00) per day, and the maximum penalty is five thousand dollars (\$5,000.00) per day. The minimum penalty for failure to correct such significant code violation after a second written notice by the city is one thousand five hundred dollars (\$1,500.00) per day, and the maximum penalty is ten thousand dollars (\$10,000.00) per day. As used in this section, "significant code violation" means any of the following:
 - a. Inadequate or blocked ingress or egress;
 - b. Overcrowded conditions as described in section 6-110;
 - c. Unsanitary conditions as described in section 6-109, including but not limited to vermin infestation;
 - d. Inadequate or defective smoke or fire detection systems;
 - e. Inadequate or defective plumbing or electrical systems;
 - f. Substantially damaged or defective structural elements; and
 - g. Intentional denial of heat or electricity to the legal occupant of a dwelling unit by the owner of the dwelling unit.

As used in this section, the terms "occupant", "dwelling unit" and "owner" have the same meanings as provided in section 6-106.

3. The minimum penalty for a specific violation other than a violation described in paragraph 2 is one hundred dollars (\$100.00) per day, and the maximum penalty is two thousand five hundred dollars

(\$2,500.00) per day.

4. The violator may be ordered to correct or abate the violations. When the court finds that the violation was willful, the violator shall be ordered to correct or abate the violation unless the abatement or correction results in:
 - a. A threat or hazard to public health or safety;
 - b. Substantial environmental damage; or
 - c. A substantial injustice.

Notwithstanding paragraph 4, for violations of this chapter that occur in a shoreland area as defined in section 14-447, the violator shall be ordered to correct or mitigate the violation unless the correction or mitigation results in:

- a. A threat or hazard to public health or safety;
 - b. Substantial environmental damage; or
 - c. A substantial injustice.
5. If the city is the prevailing party, the municipality must be awarded reasonable attorney fees, expert witness fees and costs, unless the court finds that special circumstances make the award of these fees and costs unjust.
6. In setting a penalty, the court shall consider, but is not limited to, the following:
 - a. Prior violations by the same party;
 - b. The degree of environmental damage that cannot be abated or corrected;
 - c. The extent to which the violation continued following a city order to stop; and
 - d. The extent to which the city contributed to the violation by providing the violator with incorrect information or by failing to take timely action.

7. The maximum penalty may exceed the limits described in paragraphs 1, 2 and 3, but may not exceed twenty-five thousand dollars (\$25,000.00) per day, when it is shown that there has been a previous judgment against the same party within the past two (2) years for a violation of the same law or ordinance.
8. If the economic benefit resulting from the violation exceeds the applicable penalties under this subsection, the maximum penalties may be increased. The maximum penalty under this paragraph may not exceed an amount equal to twice the economic benefit resulting from the violation. Economic benefit includes, but is not limited to, the costs avoided or enhanced value accrued at the time of the violation as a result of the violator's noncompliance with the applicable legal requirements.
9. In addition to the other penalties in this section, the building authority or a housing safety official designated by the city manager may suspend a contractor's, owner's, or developer's right to obtain building permits or work on any project in the city if the building authority or a housing safety official designated by the city manager determines that a contractor's, owner's, or developer's violation or violations of any provision in articles II, III, or IV of this chapter create such a threat to life or safety that a structure must be posted against occupancy or that the violation or violations render a structure uninhabitable. The suspension authorized by this subparagraph 8 shall be lifted when the building authority or a housing safety official designated by the city manager determines that the violation or violations have been fixed.

(b) *Proceedings brought for benefit of municipality.* All fines resulting from these proceedings shall be paid to the city.

(Ord. No. 120-97, § 1, 10-20-97; Ord. No. 240-98, § 1, 4-6-98; Ord. No. 60-06/07, 10-16-06; Ord. 298-14/15, 7-6-2015; Ord. No. 165-15/16, 3-7-2016)

Sec. 6-2. Fees for reinspections.

Following the issuance of a notice of violation and an order

to correct violations, the enforcement authority or a housing safety official designated by the city manager will reinspect once for no fee in order to determine whether the violations have been fixed in compliance with this chapter. If the violations have not been fixed in compliance with this chapter, the violator shall be assessed a fee as set forth in section 6-17 for each subsequent reinspection. Failure to pay the assessment for reinspection shall create a lien on the property of the violator and the assessment and lien shall be collected and enforced pursuant to section 1-16. (Ord. No. 120-97, § 2, 10-20-97; Ord. 238-13/14, 5/19/2014; Ord. 298-14/15, 7/6/2015)

- Sec. 6-3. Reserved.**
- Sec. 6-4. Reserved.**
- Sec. 6-5. Reserved.**
- Sec. 6-6. Reserved.**
- Sec. 6-7. Reserved.**
- Sec. 6-8. Reserved.**
- Sec. 6-9. Reserved.**
- Sec. 6-10. Reserved.**
- Sec. 6-11. Reserved.**
- Sec. 6-12. Reserved.**
- Sec. 6-13. Reserved.**
- Sec. 6-14. Reserved.**
- Sec. 6-15. Reserved.**

ARTICLE II. BUILDING CODE

Sec. 6-16. Maine Uniform Building and Energy Code.

The construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of all buildings and structures, shall comply with the Maine Uniform Building and Energy Code ("MUBEC").

(Code 1968, § 301.1; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81; Ord. No. 290-84, § 1, 11-19-84; Ord. No. 540-87, § 1, 6-3-87; Ord. No. 109-90, 10-1-90; Ord. No. 170-93, § 1, 12-20-93; Ord. No. 40-96, § 1, 7-1-96; Ord. No. 137, §1, 1-19-00; Ord. No. 32-04/05, 9-8-04; Ord. No. 76-10/11, 11-15-10)

***Editor's Note**—Pursuant to Order 76-10/11 Sections 6-17 thru 6-20 were repealed in its entirety and replaced with new language.

Sec. 6-17. Fee Schedule.

The applicant shall submit the cost of work in order to

determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below. For building permit fees for eligible affordable housing developments, however, see Section 14-486:

(a) Construction work:

(1) Cost of work fees:

Up to \$1,000.00 \$25.00
\$1,000.00 or more \$25.00 + \$15.00 per
\$1,000.00 above \$1,000.00, except that the cost of
work fees for a project that has completed Level
I, II, or III Site Plan review, or received
Administrative Authorization approval, pursuant to
the applicable Chapter 14, Division V, on or
before March 31, 2016 and has applied for a
building permit on or before September 30, 2016
shall be:

Up to \$1,000.00.....\$25.00
\$1,000 or more.....\$25.00 + \$11.00 per
\$1,000 above \$1,000.

(2) Belated fees:

Below \$25.00 permit fee . . \$50.00 additional
Above \$25.00 permit fee . . \$100.00 additional

(3) Amendments to application:

Up to \$1,000.00 \$25.00
\$1,000.00 or more \$25.00 + \$15.00 per
\$1,000.00 above \$1,000.00, except that Amendments
to application fees for a project that has
completed Level I, II, or III Site Plan review, or
received Administrative Authorization approval
pursuant to the applicable Chapter 14, Division V,
on or before March 31, 2016 and has applied for a
building permit on or before September 30, 2016
shall be:

Up to \$1,000.00.....\$25.00
\$1,000.00 or more.....\$25.00 + \$11.00 per
\$1,000.00 above \$1,000.00.

(b) Fees for specific items (additional to cost of work fees above):

- (1) Air conditioning and \$30.00 + \$10.00 per ventilation systems \$1,000.00 cost
- (2) Change of use permit \$30.00 + \$10.00 per \$1,000.00 cost
- (3) Food truck operating on private property \$30.00
- (4) Demolitions:
Structures \$30.00 + \$10.00 per \$1,000.00 cost
- (5) Heating systems-all types. . \$30.00 + \$10.00 per \$1,000.00 cost
- (6) Oil and gas burner. \$30.00 + \$10.00 per replacement \$1,000.00 cost
- (7) Stop work order removal . . \$-300.00
- (8) Certificate of Occupancy. . \$100.00 for each Inspection
- (9) Home occupation \$150.00 plus cost of work
- (10) Re-inspections \$150.00for each

(c) Fees in lieu of cost of work:

- (1) Signs \$30.00 + \$2.00/sq.ft.
- (2) Tanks: propane gas, gasoline and fuel oil:
Under 300 gals \$30.00
300 gallons or more \$35.00
Removal. \$30.00
- (3) Tent use \$30.00

- (4) Parking lots \$100.00
- (5) Subdivision fee. \$500.00 base fee plus
\$25.00 per lot or
dwelling unit
- (6) Hoods, commercial cooking. . \$30.00 + \$10.00
per \$1,000.00 cost
- (7) Commercial cooking \$30.00 + \$10.00
Appliances per \$1,000.00 cost
- (8) Fire alarm and sprinkler . . \$30.00 + \$10.00 per
systems \$1,000.00 cost
- (9) Moving building \$30.00 + \$10.00 per
\$1,000.00 cost
- (10) Metalbestos chimney \$30.00 + \$10.00 per
\$1,000.00 cost

Except as otherwise provided herein, permit fee shall be based upon the estimated or the actual cost of the work for which the permit is required, whichever is greater, including towers, permanent swimming pools and any other structures altered, constructed or demolished. Ten (10) percent of any fee, or ten dollars (\$10.00), whichever is greater, shall be non-refundable to cover the administrative costs.
(Ord. No.76-10/11, 11-15-10; Ord. No. 54-13/14, 10-7-13; Ord. 238-13/14, 5/19/2014; Ord. No. 165-15/16, 3-7-2016; Ord. No. 196-15/16, 3-21-2016)

Sec. 6-18. Approval of fire chief.

Whenever there is an application for a permit for any structure, other than a single or two-family dwelling, such permit shall not be issued without the written certificate of the fire chief or his authorized representative that the work described is in compliance with other requirements of this code or of state law as to fire prevention or exiting.
(Ord. No. 76-10/11, 11-15-10)

Sec. 6-19. Certificate of occupancy.

No certificate of occupancy nor temporary certificate of occupancy shall be issued under the provisions of this article where any condition of the building or the property is not in

compliance with any other section of this code.
(Ord. No. 76-10/11, 11-15-10)

Sec. 6-20. Appeals.

Whenever the building official shall disapprove an application or refuse to grant a permit applied for under the MUBEC or when it is claimed that the provisions of the MUBEC did not apply, or the true intent and meaning of the MUBEC have been misconstrued or wrongly interpreted, any person aggrieved thereby may appeal from the decision of the building official to the board of appeals within ten (10) days from the action of the building official. The board of appeals may reverse an incorrect decision of the building official and may permit exceptions to or variances from the specific provisions of the MUBEC where it is established that strict application of the provisions of this code will result in undue hardship, and where the purpose of the MUBEC, in promoting the public health, safety and welfare, is not adversely affected thereby.

(Ord. No. 76-10/11, 11-15-10)

Sec. 6-21. Violations.

Any person, firm or corporation who violates any of the provisions of the MUBEC or fails to comply with the standards for performance set forth herein, or who violates or fails to comply with any lawful order made pursuant hereto, or who builds inconsistently with any statement of specifications or plans submitted and approved hereunder or in violation of any certificate or permit in force hereunder, shall be punished, jointly and severally, for each and every violation by a penalty, as provided in section 6-1 of this code. The imposition of one (1) penalty for any violation shall not excuse the violations nor permit it to continue, and all such persons, firms, or corporations shall correct or remedy such violations within a reasonable time. When not otherwise specified, each day that prohibited conditions are maintained shall constitute a separate offense.

(Ord. No. 109-90, 10-1-90; Ord. No. 120-97, § 3, 10-20-97; Ord. No. 32-04/05, 9-8-04; Ord. No. 76-10/11 11-15-10)

Sec. 6-22. Occupant load limits.

- (a) The building authority shall determine the maximum acceptable occupant load for each place of assembly in accordance with the MUBEC. Such limit shall either be contained on the certificate of occupancy for the assembly use or on a separate certificate. The certificate containing the maximum acceptable occupant

load shall be permanently posted in a conspicuous place in the place of assembly near the entrance.

- (b) Any establishment that is determined by the building authority or the fire chief or his/her designee to have exceeded the posted occupant limit shall be considered to be in violation of this section. Notwithstanding Sections 6-21, or 1-15, or any other section of the Portland City Code, upon written notice to the owner or the manager of the establishment by the building authority or the fire chief or his/her designee, the following penalties shall be due and payable to the City by the owner of the establishment:

1. First violation: Two hundred-fifty dollars (\$250.00)
2. Second violation within twelve (12) months of prior violation: Five hundred dollars (\$500.00).
3. Third violation and/or any subsequent violation within twelve (12) months of a prior violation: One thousand dollars (\$1,000.00).
4. Determination of violations under this section shall be appealable to the City Manager or his/her designee.

- (c) The building authority, or the fire chief or his/her designee, upon finding any establishment to have exceeding its maximum occupancy load limit, shall order any performance, presentation, spectacle or entertainment to be stopped until the condition is corrected.

(Ord. No. 76-10/11, 11-15-10)

Sec. 6-23. Demolition requirements.

- (a) The person to whom a permit is issued shall dampen or cause to be dampened all debris resulting from the demolition operation to the extent necessary to prevent dust therefrom circulating in the surrounding area.
- (b) A permit to demolish or remove a structure shall expire thirty (30) days after the date of its issuance, provided that, for good cause, the building official may extend the permit for periods of not more than

fifteen (15) days.

- (c) Before a permit to demolish or remove a structure is issued, the Building Authority shall inspect the premises for the presence of friable asbestos material. For the purposes of this subsection, "friable asbestos material" means any material that contains more than one (1) percent asbestos by weight and that can be crumbled, pulverized, or reduced to powder when dry by hand pressure. No permit shall be issued until the applicant has removed and disposed of all such material in accordance with applicable state and federal regulations.
- (d) Except as provided in the Historic Preservation Ordinance (§§14-601, et seq.) of this Code, no permit shall be issued for the demolition of any structure subject to the provisions of that Article.
- (e) Before a permit either to demolish or remove a structure or a part thereof or to remove or dispose of existing demolition debris, as defined herein, is issued, the applicant will satisfy the building official that:
1. All such debris on the island will be removed therefrom and transported to the mainland for disposal prior to the expiration of the permit.
 2. Debris will be removed to the Regional Waste System Construction and Demolition Debris Disposal Facility, as required by Section 12-103 of this Code.
 3. The disposal of the debris at such facility will be in accordance with all applicable federal and state rules, requirements and regulations relating to the transportation and disposition of such material.
- (f) Demolition debris includes, but is not limited to, materials which are created by site preparation, clearing land, or erection of a structure. It also includes, but is not limited to, brush, tree limbs, stumpage, building materials, and the waste products of building activity, such as: clay, brick, masonry, concrete, plaster, glass, wood and wood products, asphalt, rubber, metal; and plumbing, electrical and

heating fixtures, appurtenances thereto and parts thereof.

- (g) No demolition debris shall either be disposed of or stored on any of the islands.

(Ord. No. 76-10/11, 11-15-10)

Sec. 6-24. Swimming Pools, spas and hot tubs.

- (a) Definitions.

1. *Barrier* shall mean a fence, wall, building wall or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.
2. *Swimming Pool* shall mean any structure intended for swimming or recreational bathing that contains water over 24 inches (610 mm) deep. This includes in-ground, aboveground and on-ground swimming pools, hot tubs and spas.

- (b) An outdoor swimming pool, including an in-ground, aboveground or on-ground pool, hot tub or spa shall be provided with a barrier which shall comply with the following:

1. The top of the barrier shall be at least 48 inches (1219 mm) above grade measured on the side of the barrier which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be 2 inches (51 mm) measured on the side of the barrier which faces away from the swimming pool. Where the top of the pool structure is above grade, such as an aboveground pool, the barrier may be at ground level, such as the pool structure, or mounted on top of the pool structure. Where the barrier is mounted on top of the pool structure, the maximum vertical clearance between the top of the pool structure and the bottom of the barrier shall be 4 inches (102 mm).
2. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.
3. Solid barriers which do not have openings, such as

masonry or stone wall, shall not contain indentations or protrusions except for normal construction tolerances and tooled masonry joints.

4. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the swimming pool side of the fence. Spacing between vertical members shall not exceed 1.75 inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1.75 inches (44 mm) in width.
5. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 1.75 inches (44 mm) in width.
6. Maximum mesh size for chain link fences shall be a 2.25-inch (57 mm) square unless the fence is provided with slats fastened at the top or the bottom which reduce the openings to not more than 1.75 inches (44 mm).
7. Where the barrier is composed of diagonal members, such as a lattice fence, the maximum opening formed by the diagonal members shall not be more than 1.75 inches (44 mm).
8. Access gates shall comply with the above standards and shall be equipped to accommodate a locking device. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. Gates other than pedestrian access gates shall have a self-latching device. Where the release mechanism of the self-latching device is located less than 54 inches (1372 mm) from the bottom of the gate, the release mechanism and openings shall comply with the following:
 - 8.1. The release mechanism shall be located on the

pool side of the gate at least 3 inches (76 mm) below the top of the gate, and

- 8.2. The gate and barrier shall have no opening greater than 0.5 inch (12.7 mm) within 18 inches (457 mm) of the release mechanism.
9. Where a wall of a dwelling serves as part of the barrier one of the following conditions shall be met:
 - 9.1. The pool shall be equipped with a powered safety cover in compliance with accepted industry safety standards; or
 - 9.2. All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and its screen, if present, are opened. The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened and be capable of being heard throughout the house during normal house-hold activities. The alarm shall automatically reset under all conditions. The alarm system shall be equipped with a manual means, such as touchpad or switch, to temporarily deactivate the alarm for a single opening. Such deactivation shall last for not more than 15 seconds. The deactivation switch(es) shall be located at least 54 inches (1372 mm) above the threshold of the door; or
 - 9.3. Other means of protection, such as self-closing doors with self-latching devices, which are approved by the building authority, shall be acceptable so long as the degree of protection afforded is not less than the protection afforded by section 9.1 or 9.2 above.
 10. Where an aboveground pool structure is used as a barrier or where the barrier is mounted on top of the pool structure, and the means of access is a ladder or steps, then:
 - 10.1 The ladder or steps shall be capable of being

secured, locked or removed to prevent access,
or

10.2 The ladder or steps shall be surrounded by a barrier which meets the requirements set forth above. When the ladder or steps are secured, locked or removed, any opening created shall not allow the passage of a 4-inch-diameter (102 mm) sphere.

11. Barriers shall be located so as to prohibit permanent structures, equipment or similar objects from being used to climb the barriers.

(c) Spas or hot tubs with a safety cover which complies with accepted industry safety standards shall be exempt from the provisions of this section.

(Ord. No. 76-10/11, 11-15-10)

Sec. 6-25. Municipal plumbing inspection and permit fees.

In addition to all other fees hereunder or under any state law, the city shall charge a ten-dollar (\$10.00) base fee for plumbing inspections and the following fees for plumbing permits:

(a) *Internal plumbing code fees:*

Fixture fee:

1-3 Fixtures:	\$24.00
Each additional:	\$6.00

Reinspection fee: Twenty dollars (\$20.00). A reinspection fee shall be charged when a reinspection is required as a result of improper or incomplete work.

(b) *Septic system fee:*

1. Complete system:

- a. Non-engineered system: One Hundred dollars (\$100.00).
- b. Primitive disposal system (includes one alternative toilet): One hundred dollars (\$100.00).

- c. Engineered system (includes one disposal area): Two hundred dollars (\$200.00).
- d. Separate laundry disposal field: Thirty-five dollars (\$35.00).
- e. Seasonal conversion permit: Fifty dollars (\$50.00).
- f. Variance: Twenty dollars (\$20.00).

2. Individual components:

- a. Treatment tank:
 - i. Non-engineered system: Eighty dollars (\$80.00).
 - ii. Engineered system: One hundred dollars (\$100.00).
- b. Holding tank: Twenty dollars (\$20.00).
- c. Alternative toilet (only): Fifty dollars (\$50.00).
- d. Disposal field:
 - i. Non-Engineered system: Seventy-five dollars (\$75.00).
 - ii. Engineered system: One hundred fifty dollars (\$150.00).
- e. Variance: Twenty dollars (\$20.00).
- f. Other system components (e.g. pump station, etc.): Twenty dollars (\$20.00).

(c) Late fee for work done without a permit (internal or septic): Double fee.
(Ord. No. 389-92, 5-18-92; Ord. No. 105-93, 9-20-93; Ord. No. 226-00, 5-15-00; Ord. No. 76-10/11, 11-15-10)

- Sec. 6-26. Reserved.**
- Sec. 6-27. Reserved.**
- Sec. 6-28. Reserved.**
- Sec. 6-29. Reserved.**
- Sec. 6-30. Reserved.**

Sec. 6-31. Reserved.

ARTICLE III. ELECTRICAL CODE*

***State law reference(s)**--Electrical installations, 30-A M.R.S.A. § 4151 et seq.; electricians, 2 M.R.S.A. § 1101 et seq.

DIVISION 1. GENERALLY

Sec. 6-32. Adoption of the National Electrical Code.

There is hereby adopted for the purpose of regulating the construction, installation, alteration, repair, maintenance and removal of electric conductors and equipment installed within or on public and private buildings or other structures including mobile homes and recreational vehicles and other premises such as yards, carnival parking and other lots and industrial substations; for the purpose of regulating the connection of such installations to a supply of electricity and for the purpose of regulating any other outside conductors on the premises, the National Electrical Code, 1999 edition (as recommended by the National Fire Protection Association), which is adopted and approved and made a part of this Code as fully as if every word were printed herein; provided, however, that where there is a conflict between the rules and requirements of the National Electrical Code, 1999 edition, and the laws of this state or the ordinances of this city, such laws or ordinances shall control. One (1) copy of the code has been and is now on file in the office of the city clerk available for public use, inspection and examination during normal working hours.
(Code 1968, § 304.1; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, § 1, 10-17-77; Ord. No. 464-81, 1-19-81; Ord. No. 438-84, § 1, 2-22-84; Ord. No. 542-87, § 1, 6-3-87; Ord. No. 111-90, 10-1-90; Ord. No. 171-93, § 1, 12-20-93; Ord. No. 186-95, § 1, 3-6-95; Ord. No. 302-97, § 1, 5-19-97; Ord. No. 138-00, §1, 1-19-00)

State law reference(s)--Authority to adopt codes by reference, 30-A M.R.S.A. § 3003.

Sec. 6-32.5. Additional definitions.

Noncombustible construction: That type of construction in which a degree of fire safety is obtained by the use of noncombustible material for structural members and other building assemblies. Other building assemblies as defined for electrical shall mean metallic systems.
(Ord. No. 186-95, § 2, 3-6-95)

Sec. 6-33. Connections.

(a) Wires in the interior of buildings, or on private premises, shall not be connected with an outside circuit which crosses or runs along or under any street or way of the city without written or oral permission therefor having been first obtained from the electrical inspector.

(b) In any connection involving an aluminum conductor, an antioxidant chemical or compound approved by the electrical inspector shall be utilized.

(Code 1968, § 304.17; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 542-87, § 2, 6-3-87)

Sec. 6-34. Services.

(a) All new and upgraded services shall be one hundred (100) ampere minimum. There shall be illumination installed in the vicinity of the main service so that the occupant may safely attend to fuses or breakers.

(b) All main switches shall be grounded to the water system on the street side of the water meter using the appropriate section of the National Electrical Code as incorporated herein to determine grounding electrode conductor size. Where exceptionally long and difficult runs are encountered, it is permissible (if cleared with the inspector) to ground to the nearest cold water pipe and install a bonding jumper around water meter and shut off. If a driven rod is used, it shall be five-eighths-inch copper, not less than eight (8) feet long, and in addition there shall be a ground made to the next cold water pipe in accordance with the appropriate section of the National Electrical Code as incorporated herein.

(c) Temporary services installed for building and constructions shall have a service of one hundred (100) ampere minimum in a waterproof metal box and padlocked when not in use. Approved ground rod shall be used. All fifteen (15), twenty (20), or thirty (30) ampere working circuits shall be protected by ground fault circuit interrupters.

(d) All service connections by Central Maine Power Company must be authorized by the electrical inspector after the electrical inspector has made certain that the installation is safe and installed in accordance with the National Electrical Code as incorporated herein.

(e) Thin-wall tubing (EMT) shall not be used on the exterior of a building for a service or any other electrical installation whatsoever.

(f) Services installed on brick, masonry metal or block buildings shall be in rigid conduit. No "service entrance cable" shall be allowed.

(g) All service panels or branch panels must be labeled to show circuits controlled. There shall be no panel installed in a bathroom or closet. All branch panels shall have an approved terminal bar for equipment grounding conductors, in accordance with the appropriate section of the National Electrical Code as incorporated herein. No grouping of wires into a lug will be allowed.

(h) All direct burial service conductors installed from the utility company transformer pads and/or poles to supply residential occupancies shall be installed in schedule forty (40) PVC conduit, minimum size two and one-half (2 1/2) inches.

(i) Service boxes or equipment shall be installed in a location satisfactory to the building authority and to the utility company and shall be:

- (1) Readily accessible.
- (2) Not located in clothes closets, bathrooms, stairways or rooms where the temperature normally exceeds thirty (30) degrees centigrade or eighty-six (86) degrees Fahrenheit.
- (3) Located away from areas where easily ignitable materials are present.

(j) Services located on the exterior of residential and all other structures shall not be located where subject to physical damage, except where the service is installed using materials that have been approved as not subject to physical damage or where the building authority has granted permission for such installation. (Code 1968, § 304.20; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, § 6, 10-17-77; Ord. No. 111-90, 10-1-90; Ord. No. 171-93, § 2, 12-20-93)

Sec. 6-35. Removal of current-carrying devices attached to buildings.

No person except a licensed electrician shall remove, adjust, relocate, disconnect or disturb in any way any electrical conduit, cables, wiring, fixtures, cable or conduit supports, meters or enclosures, or any current-carrying device attached to a building. Such electrician shall also be responsible for replacement and/or reinstallation of the above-listed items and for the proper

installation or replacement of equipment on buildings as noted herein.

(Code 1968, § 304.21; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, § 7, 10-17-77)

Sec. 6-36. Bypassing service.

It shall be unlawful to breach, jump or bypass in any way any service to a building without first getting permission from Central Maine Power Company or the electrical inspector(except in case of emergency, storms, ice, wind, etc.).

(Code 1968, § 304.22; Ord. No.226-75, § 1, 4-23-75)

Sec. 6-37. Burners.

Any person who is in the business of installing or servicing oil burner equipment must have a license therefor from the state oil burner licensing board. Any alterations, installations, addition of controls, etc. of oil burners must be done by a person having such a license and in addition a permit from the building authority.

(Code 1968, § 304.23; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-38. Reserved.

Editor's note--Ord. No. 171-93, § 3, adopted Dec. 20, 1993, repealed § 6-38, which pertained to fuses and derived from § 304.24 of the city's 1968 Code as amended by Ord. No. 226-75, § 1, adopted Apr. 23, 1975.

Sec. 6-39. Cables/nonmetallic conduit.

Where cables or nonmetallic conduit are connected back into a service panel, or on new runs of cables or nonmetallic conduit, anti-shorts shall be installed.

(a) Nonmetallic sheathed cable shall not be used in buildings built of noncombustible material.

(b) Rigid PVC shall not be used in buildings built of noncombustible materials.

(Code 1968, § 304.25; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 111-90, 10-1-90; Ord. No. 171-93, § 4, 12-20-93)

Sec. 6-40. Mechanical grounds.

Mechanical grounds shall be connected by the use of a crimp pressure connector or by "wire nuts" or "scotch-locs" inside the wall case and pigtailed to the wall case by a grounding screw and to the green grounding screw on the receptacle.

(Code 1968, § 304.27; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-41. Fire alarms.

Fire alarm systems, except home alarms, will be of the electrically supervised battery back-up, with zone indicators and test switch. Alarm controls and all component parts must be Underwriter's Laboratory approved. A permit must be obtained from the building authority before installation is started. Upon completion, tests must be made with the building authority and other authorized persons present. Operating instructions must be posted close by the control panel and zone listed.

(Code 1968, § 304.28; Ord. No. 226-75, § 1, 4-23-75)

Cross reference(s)--Alarm systems, Ch. 2.5; fire prevention and protection, Ch. 10.

Sec. 6-42. Liability.

This article shall not be construed to relieve from or lessen the responsibility or liability of any party owning, operating, controlling or installing any electrical wiring, devices or equipment for damages to persons or property caused by any defect therein, nor shall the city or its electrical inspectors be held as assuming any such liability by reason of the examinations or inspections authorized or required herein.

(Code 1968, § 304.29; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-43. Fire protection.

(a) Electrical installations shall be made so as to reduce to a minimum the likelihood of the spread of fire through fire-stopped partitions, floors, hollow spaces, fire walls, fire partitions, vertical shafts, ventilation shafts or air-conditioning ducts.

(b) Where a fire separation is pierced by a raceway or cable, any opening around the raceway or cable shall be closed. Such closing shall be approved by the building authority.

(Ord. No. 186-95, § 3, 3-6-95)

Editor's note--Ord. No. 186-95, § 3, adopted Mar. 6, 1995, amended this division by adding provisions to be included as § 6-43. Inasmuch as other provisions were previously codified as § 6-43, violations, such former section has been renumbered as § 6-44.

Sec. 6-44. Violations.

Any person found in violation of any of the provisions set forth in this article, including the National Electrical Code,

shall be subject to a penalty as provided in section 6-1.
(Code 1968, § 304.31; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 186-95, § 3, 3-6-95; Ord. No. 120-97, § 4, 10-20-97)

Note--See the editor's note following § 6-43.

- Sec. 6-45. Reserved.**
- Sec. 6-46. Reserved.**
- Sec. 6-47. Reserved.**
- Sec. 6-48. Reserved.**
- Sec. 6-49. Reserved.**
- Sec. 6-50. Reserved.**

DIVISION 2. PERMITS

Sec. 6-51. Required.

(a) A permit must be procured from the building authority before commencing work upon the installation of wires for the purpose of conducting electric current for power, heating, illuminating or signaling purposes, or for electrical appliances and apparatus in or upon public or private buildings, structures or premises, either new or existing.

(b) A permit must also be procured before commencing work upon the alteration or the addition to, or both, of wires already installed and approved by the electrical inspector.
(Code 1968, § 304.2; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, § 7, 10-17-77; Ord. No. 165-15/16, 3-7-2016)

Sec. 6-52. Exceptions.

(a) Permits required by the preceding section shall not be required under the following conditions: for replacement of lamps, portable devices to existing receptacles, telephone or telegraph transmission, municipal signal and fire alarm or radio companies, public utility work and maintenance, and work by municipal employees on municipal property.

(b) A home owner may do wiring on a single family residence which he or she owns and in which he or she is a resident under the following restrictions:

- (1) The owner must obtain a permit and have all work inspected.
- (2) The owner shall not connect wires into any service panel.
(This must be done by a licensed electrician.)

- (3) The owner shall not install, relocate, disconnect or disturb in any way the main service entrance to a home. (This must be done by a licensed electrician under a permit obtained by a master electrician or an electrician holding a limited license for one- and two-family dwellings.

(Code 1968, §§ 304.6, 304.7; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-53. Application.

(a) An application for a permit under this division, describing the work to be done, must be made in writing on standard forms provided by the building authority by the person performing the work. The application shall state the name of the person and the address where the installation is to be made, the nature of all work to be done and the name of the person performing same. Where blueprints are required, these will be submitted before the permit is issued (other than for temporary power). The permit, when issued, shall be for such installation as described on same and no deviations shall be made from the permit without the approval of the electrical inspector.

(b) Plans and specifications must be submitted as part of the application for the following types of work, and no such work shall be commenced prior to the issuance of all required permits:

- (1) Wiring installations of public buildings, industrial establishments, or factories;
- (2) Large light and power installations; or
- (3) Other installations as determined by the building authority to be of such size or complexity as to require such submissions.

A copy of all plans and specifications required under this section shall be kept on file in the office of the building authority.

(Code 1968, § 304.3; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 186-95, § 4, 3-6-95)

Sec. 6-54. Qualifications.

No permit as required in this division shall be issued unless the applicant holds a current master electrician's license, or a limited or special license for the particular work to be installed, issued by the state electricians' examining board pursuant to Title 32 M.R.S.A. § 1101 et seq. as amended.

(Code 1968, § 304.4; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-55. Use; term.

(a) Permits are required under this division before installation is started except with the permission of the electrical inspector. No permits, once issued, are transferable. Any person, after having been issued a permit, shall correct any defective work within forty-eight (48) hours after notification by the electrical inspector. If such corrective work is not accomplished within such time period, no other permits shall be issued to the applicant until same has been accomplished.

(b) Every permit issued by the electrical division shall expire and become null and void if work authorized by such permit is not substantially commenced within ninety (90) days from date of issue of the permit; or if the work authorized by such permit is suspended or abandoned, at any time after work is commenced, for a period of one hundred twenty (120) days. Before such work can be recommenced, a new permit shall be issued.
(Code 1968, § 304.5; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-56. Fees.

(a) All applications for permits must be accompanied by the required fee, the amount of which is to be determined as follows:

- (1) *Minimum fee:* The minimum fee to be charged for any one (1) permit shall be:

Residential	\$45.00
Commercial	55.00
- (2) *Receptacles, switches, fixtures, each* 0.20
- (3) *Smoke Detection Outlet, each* 0.20
- (4) *Services, meters, each* 1.00
 - 1 and 3 phase through 800A 15.00
 - 800 amp and larger 25.00
 - Branch circuit panels, each 4.00
- (5) *Interior transformers:*

	0-25kva, each	5.00
	25kva up to 200kva, each	8.00
	Over 200kva, each	10.00
(6)	<i>Temporary service</i>	15.00
(7)	<i>Outside lighting and signs,</i>	10.00
(8)	<i>Motors, all sizes, each</i>	2.00
(9)	<i>Generator</i>	20.00
(10)	<i>Residential heating:</i>	
	Electric units, each	1.00
	Oil or gas, each	5.00
(11)	<i>Appliances, each</i>	2.00
(12)	<i>Miscellaneous:</i>	
	Swimming pools, above or inground, each . . .	10.00
	Air conditioners:	
	Central unit, each	10.00
	Window units	3.00
	Signs, inside	5.00
	Fire and burglar alarm systems:	
	Residential	5.00
	Commercial/industrial	15.00
	Circuses, carnivals, fairs, etc.	25.00
	Alterations to existing wiring	5.00
	Emergency lighting, battery units, each	1.00
	Repairs after a fire	15.00

(b) All work requires a permit. A belated fee of one hundred dollars (\$100.00) additional per permit may be assessed for permits taken out after work has been started or completed before an inspection. If upon inspection by the electrical inspector there is found to be work performed that was not included on the permit, an additional permit to cover this work must be obtained, and the fee for the additional permit shall be double the fee set forth above, but in no event less than ten dollars (\$10.00).

(Code 1968, § 304.8; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, §§ 2, 3, 10-17-77; Ord. No. 525-83, 5-16-83; Ord. No. 542-87, § 3, 6-3-87; Ord. No. 111-90, 10-1-90; Ord. No. 186-95, § 5, 3-6-95; Ord. No. 261-96, § 1, 5-20-96; Ord. No. 302-97, § 2, 5-19-97; Ord. No. 138-00, §2, 1-19-00; Ord. No. 243-05/06, 6-15-06)

Sec. 6-57. Installations without a permit.

Whenever any electrical work or wiring is found to have been installed without a permit where one is required, an electrical inspector is authorized to cut the wires, remove the fuses or otherwise make the specific circuit or system inoperative until such permit has been secured from the building authority. The fee for the permit shall be double the fee set forth in section 6-56(a), but in no event less than ten dollars (\$10.00).

(Code 1968, § 304.9; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 635-77, § 4, 10-17-77; Ord. No. 542-87, § 4, 6-3-87)

Sec. 6-58. Reserved.

Sec. 6-59. Reserved.

Sec. 6-60. Reserved.

Sec. 6-61. Reserved.

Sec. 6-62. Reserved.

Sec. 6-63. Reserved.

Sec. 6-64. Reserved.

Sec. 6-65. Reserved.

DIVISION 3. INSPECTION AND ENFORCEMENT

Sec. 6-66. Duties of electrical inspector generally.

(a) After installation and upon request, the electrical inspector shall examine all the work described on the permit to see that it is installed in accordance with the incorporated National Electrical Code and the ordinances of the city.

(b) The electrical inspector shall enforce the provisions of

this article to the extent that wires, conduits, fixtures, equipment and other appliances used for light, heat, power transmission, etc., shall be installed, constructed and guarded so as to reduce as far as practicable the danger therefrom to life and property.

(c) The electrical inspector shall have the authority to reject any work that is not completed either in accordance with any permit issued under this article or with any applicable code or ordinance, or in a workmanlike or safe manner.

(Code 1968, §§ 304.11, 304.12; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 186-95, § 6, 3-6-95)

Sec. 6-67. Right of entry to inspect.

The electrical inspector shall have the right during reasonable hours to enter in and upon any premises, building or other place, in the discharge of his or her official duties, for the purpose of making any inspection, reinspection or test of the installation of electrical wiring, devices, appliances and equipment contained therein.

(Code 1968, § 304.13; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-68. Right of access and inspection.

The electrical inspector shall have access at all reasonable times to all wiring devices, appliances and apparatus in or upon any public or private premises, which carry or are intended to carry an electrical light or power current, and no person shall arrange, fix or change any such wiring, devices, appliances, or apparatus without giving the building authority reasonable notice and opportunity to inspect and approve such alterations or changes.

(Code 1968, § 304.14; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 165-15/16, 3-7-2016)

Sec. 6-69. Concealment.

It shall be unlawful for any person to cover or conceal, or cause to be concealed, any wiring for which a permit has been issued, or is required, before the wiring is inspected and approved (or tagged) by the electrical inspector. The electrical inspector shall have seventy-two (72) hours after notification to make the inspection.

(Code 1968, § 304.10; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 542-87, § 5, 6-3-87)

Sec. 6-70. Red tag for defects; blue tag for compliance.

In a case where work is found to be defective, the inspector will hang a red tag and notify the person who is responsible for the defect. When installation has conformed with this article to the satisfaction of the inspector, a blue tag will be displayed. Under no circumstances will partitions be covered or complete installations made without this blue tag. If covered or walled in before the blue tag is displayed, the inspector has the power to have same removed so that the wiring is made visible for inspection.

(Code 1968, § 304.11; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-71. Enforcement for defective installations.

(a) When any electrical work or wiring is found to have been installed in a manner not in accordance with the provisions of this article, the electrical inspector is hereby authorized and empowered to place a stop order, remove fuses, cut wires, or otherwise render the system inoperative until such work or wiring has been corrected, reinspected and approved.

(b) No stop order may be removed without authorization of the electrical inspector and the payment of an additional ten dollar (\$10.00) fee.

(c) Any electrical wire, device, apparatus, fixture or other appliance used for electrical purposes which may, in the opinion of the electrical inspector, at any time become defective so as to be a possible source of fire or accident, or a danger to persons or property, shall be condemned by the inspector or person and when, in his or her opinion, it is necessary in order to prevent such accident or danger, the inspector is hereby authorized to disconnect such wires or apparatus, or to cause the same to be disconnected from service.

(d) In case any person owning or using any electrical wire, apparatus, fixture, or other appliance, which have been condemned by the inspector, shall fail to have the same put in safe condition and accepted by the inspector within forty-eight (48) hours after the same has been condemned, or within such other reasonable length of time as shall be prescribed by the inspector, the inspector shall remove the fuses, cause wires to be cut, or by other means render the system inoperative and no person, in any manner, shall reconnect the same or cause the same to be connected until the defects have been corrected and the system approved by the inspector.

(Code 1968, § 304.16; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-72. Closing-in inspection.

When a closing-in inspection is called for, all wall cases, boxes, etc., will be made ready for devices or fixtures by insuring that all necessary pig-tailing and bonding will be done and that all neutral and bonding wires in panels will be made up before calling for an inspection.

(Code 1968, § 304.26; Ord. No. 226-75, § 1, 4-23-75)

Sec. 6-73. Appeal.

When the electrical inspector condemns all or a part of any electrical installation, the owner may, within ten (10) days after receiving written notice from the electrical inspector, file an appeal in writing for review of the action with the board of appeals. The appeal shall be conducted pursuant to section 6-18(121.5).

(Code 1968, § 304.30; Ord. No. 226-75, § 1, 4-23-75; Ord. No. 240-98, § 4, 4-6-98)

Sec. 6-74. Reserved.

Sec. 6-75. Reserved.

Sec. 6-76. Reserved.

Sec. 6-77. Reserved.

Sec. 6-78. Reserved.

Sec. 6-79. Reserved.

Sec. 6-80. Reserved.

Sec. 6-81. Reserved.

Sec. 6-82. Reserved.

Sec. 6-83. Reserved.

Sec. 6-84. Reserved.

Sec. 6-85. Reserved.

ARTICLE IV. MECHANICAL CODE

Sec. 6-86. Adoption of BOCA National Mechanical Code.

There is hereby adopted for the purpose of regulating the construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of building service equipment the following certain code recommended by the Building Officials and Code Administrators International, Inc., the BOCA National Mechanical Code, 1993 edition, and the whole thereof, except for such portions as are deleted, modified or amended in this article.

(Code 1968, § 301.1; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81; Ord. No. 291-84, § 1, 11-19-84; Ord. No. 541-87, § 1, 6-3-87; Ord. No. 110-90, 10-1-90; Ord. No. 170-93, § 3, 12-20-93)

State law reference(s)--Authority to adopt codes by reference, 30-A M.R.S.A. § 3003.

Sec. 6-87. Definitions.

The BOCA National Mechanical Code shall be construed as follows:

- (a) *Name of jurisdiction.* Wherever the phrase "name of jurisdiction" appears in the code, "the City of Portland" shall be substituted.
- (b) *Name of state.* Wherever the phrase "name of the state" appears in the code, "the State of Maine" shall be substituted.
- (c) *Mechanical official.* Wherever the term "mechanical official" appears in the code, it shall mean the "building authority or his or her authorized representative."
- (d) *Other regulations.* Wherever the code refers to "other regulations," "all pertinent laws," or "other provisions of law," such reference shall include, at a minimum, the Maine Revised Statutes Annotated, Private and Special Laws of the State of Maine, regulations of administrative agencies of the State of Maine, other provisions of these codes except those deleted, and all other ordinances of the city.

(Code 1968, § 301.2; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81; Ord. No. 110-90, 10-1-90)

Cross reference(s)--Definitions and rules of construction generally, § 1-2.

Sec. 6-88. Amendments.

The BOCA National Mechanical Code is hereby amended as follows:

Section M-113.0 is hereby amended as follows:

M-113.2 Periodic inspections: The fees for all periodic inspections shall be in accordance with the provisions of the BOCA National Building Code, as amended.

M-113.3 Fee schedule: The fees for all mechanical work shall be paid in accordance with the provisions of the BOCA National Building Code, as amended.

Section M-116.0 is hereby deleted in its entirety and replaced with the following:

M-116.0 Violations: Violations shall be punished in accordance with the provisions of sections 1-15 and 6-18 of the Portland City Code. Each day that a violation continues after notice has been sent shall constitute a separate offense.

Section M-121.0 is hereby deleted in its entirety and replaced with the following:

M-121.0 Appeals: The appeals provisions of section 6-18 shall govern appeals under the BOCA National Mechanical Code. (Ord. No. 170-93, § 4, 12-20-93)

Editor's note--Ord. No. 170-93, § 4, adopted Dec. 20, 1993, repealed former § 6-88, amendments, and added similar new provisions in lieu thereof as herein set out. Formerly, such provisions derived from § 3-1.4 of the city's 1968 Code as amended by Ord. No. 211-79, adopted Oct. 22, 1979; Ord. No. 354-81, adopted Dec. 21, 1981; and Ord. No. 110-90, adopted Oct. 1, 1990.

Sec. 6-89. Standards and review; appeals and waiver.

An appeal of a decision by the building authority may be taken to the board of appeals pursuant to section 6-18(121.5) of this code.

(Code 1968, § 301.3; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81; Ord. No. 110-90, 10-1-90; Ord. No. 240-98, § 5, 4-6-98)

Sec. 6-90. Standards mandatory.

Except as otherwise expressly provided in this article, all general provisions of this article and the code incorporated herein are mandatory. Exceptions to general prohibitions or requirements shall be narrowly construed and narrowly applied. Any person asserting that failure to comply with a general prohibition or requirement is authorized by an exception to such general prohibition or requirement shall bear the burden of proof as to such exception.

(Code 1968, § 301.2; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81; Ord. No. 110-90, 10-1-90)

Sec. 6-91. Other code and statutory provisions.

Where any other provisions of this Code contain more stringent requirements, compliance with the more stringent requirements shall be required. Where approval of the fire chief, health authority or

any other specified city official is required by any provision of this Code as to the subject matter of the permit application, such approval shall be a condition precedent to issuance of the permit under this Code. Whenever there is an application for a permit for any structure, other than a single- or two-family dwelling, such permit shall not be issued without the written certificate of the fire chief or his authorized representative that the work described is in compliance with other requirements of this Code or of state law as to fire prevention or exiting.

(Code 1968, § 301.2; Ord. No. 211-79, 10-22-79; Ord. No. 354-81, 12-21-81)

- Sec. 6-92. Reserved.**
- Sec. 6-93. Reserved.**
- Sec. 6-94. Reserved.**
- Sec. 6-95. Reserved.**
- Sec. 6-96. Reserved.**
- Sec. 6-97. Reserved.**
- Sec. 6-98. Reserved.**
- Sec. 6-99. Reserved.**
- Sec. 6-100. Reserved.**
- Sec. 6-101. Reserved.**
- Sec. 6-102. Reserved.**
- Sec. 6-103. Reserved.**
- Sec. 6-104. Reserved.**
- Sec. 6-105. Reserved.**

ARTICLE V. HOUSING CODE

Sec. 6-106. Definitions.

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Basement shall mean the portion of a building next below the ground floor having not more than half of its clear height below the adjoining grade.

Dwelling shall mean any house, building or part thereof which is occupied or intended to be occupied, in whole or in part, for living and sleeping by one (1) or more occupants. A dwelling may include one (1) or more dwelling units or rooming units or a combination of both.

Dwelling premises shall mean the land and auxiliary buildings thereon used or intended to be used in conjunction with a dwelling.

Dwelling unit shall mean one (1) or more rooms forming a single unit including food preparation, living, sanitary and sleeping facilities used or intended to be used by two (2) or more persons living in common or by a person living alone.

Enforcement authority means and includes the building authority, a housing safety official designated by the city manager, the health authority, and the director of planning and urban development.

Extermination shall mean the control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; poisoning, spraying, fumigating, trapping, or by any other recognized and legal pest elimination methods approved by the building authority.

Friable asbestos material shall mean any material that contains more than one (1) percent asbestos by weight and that can be crumbled, pulverized, or reduced to powder, when dry, by hand pressure.

Floor area shall mean the floor area inside of and between exterior walls or partitions or any combination thereof, as measured within a habitable room.

Habitable room shall mean a room used, or intended to be used, for living, sleeping, cooking, or eating purposes and excludes bathrooms, toilet rooms, laundries, pantries, halls, closets, heater rooms, utility rooms, and attics. Basement or cellar areas are not habitable rooms except as permitted in this article.

Infestation shall mean the presence within a dwelling or on premises of a dwelling of rodents, vermin, or other pests, as determined through actual observation of them or by evidence of their presence.

Lead-based paint hazard means the presence of lead in any form which exceeds the permissible concentration and which exists in an unacceptable condition.

Lead-based substance means any substance which contains lead at a level that constitutes or potentially constitutes an environmental lead hazard.

Licensed lodging shall mean the use of one or more rooms,

without individual bathroom or kitchen facilities, used to provide sleeping accommodations for no more than two persons, and which are available for use by the public for a fee and which are occupied, regardless of the duration of the occupancy, in the absence of a written lease. Licensed lodging does not including the following:

- (a) Sleeping accommodations, whether provided by a business or non-profit organization, where the owner or manager of such an operation routinely provides:
 - 1. Daily maid service;
 - 2. Replacement of linens and towels as demanded by guests of the establishment; and
 - 3. A centralized telephone system.
- (b) Any establishment licensed by the Maine Department of Human Services to provide health care under the direction of duly licensed health care professionals.
- (c) Dormitories, including dwelling units converted to licensed use, operated by educational institutions authorized to confer degrees.
- (d) Sleeping accommodations provided to graduate medical students under the auspices of the accreditation council on graduate medical education or a similar entity.

Multiple dwelling shall mean any dwelling containing more than two (2) dwelling units, rooming units, or combination of both.

Occupant shall mean any person, including an owner or operator, residing in or having actual possession of a dwelling unit or rooming unit.

Operator shall mean any person who has charge, care, management, or control of any dwelling or part thereof in which dwelling units or rooming units are let or offered for occupancy.

Owner shall mean any person or persons who alone, jointly, severally, or jointly and severally with others:

- (a) Shall have legal or record title to any dwelling, dwelling unit, or dwelling premises;
- (b) Shall have charge, care, or control of any dwelling,

dwelling unit, or dwelling premises as an agent of the owner, executor, administrator, trustee, or guardian of the estate of the owner;

- (c) Shall have an equitable interest in a dwelling, dwelling unit, or dwelling premises under a contract or a bond for a deed with the person having legal or record title.

Rooming house shall mean any dwelling, or part thereof, containing three (3) or more rooming units in which space is rented or offered for rent by the owner or operator to be occupied or intended to be occupied by three (3) or more persons who are not related by blood or marriage to the owner or operator.

Rooming unit shall mean one (1) or more rooms forming a single unit used, or intended to be used, for living and sleeping purposes, but not designed for food preparation, by two (2) or more persons living in common or by a person living alone.

Supplied shall mean installed, furnished, or provided by the owner at his or her expense.

(Code 1968, § 307.2; Ord. No. 310-68, § 1, 8-5-68; Ord. No. 490-74, § 1, 8-5-74; Ord. No. 114-77, § 2, 2-23-77; Ord. No. 475-86, § 1, 4-7-86; Ord. No. 159-95, 1-4-95; Ord. No. 45-04/05, 9-8-04; Ord. 298-14/15, 7-6-2015)

Cross reference(s)--Definitions and rules of construction generally, § 1-2.

Sec. 6-107. Minimum standards for dwellings established.

There are hereby established minimum standards for buildings used for dwelling purposes in the city. All such buildings not now conforming to these standards will be required to meet such minimum standards, and buildings newly constructed or converted for dwelling purposes shall meet such minimum standards. The standards set forth herein are intended to be minimum only and shall not be construed otherwise, nor shall they apply wherever a greater standard is required by any other ordinance or law.

(Code 1968, § 307.1; Ord. No. 475-86, § 1, 4-7-86)

Sec. 6-108. Minimum standards for structural elements.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, rooming unit, or a combination of the same, which does not comply with the following minimum standards:

- (a) *Foundations, basements, cellars, exterior walls, roofs.*
Every foundation, basement, cellar, exterior wall, and

roof shall be substantially weathertight, watertight, and vermin proof; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon. Every exterior wall or portion thereof shall be painted or stained. Insulation shall be installed and maintained so as not to present a health or safety hazard to occupants. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls, or ceilings, or hazard to adjacent buildings or the occupants thereof.

- (b) *Interior floors, walls, ceilings and doors.* Every floor, wall, ceiling, and door shall be in a structurally sound condition and in good repair and shall be substantially vermin proof.
- (c) *Exterior windows, doors and skylights.* Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight, and vermin proof and shall be kept in sound working condition and good repair.

Every exterior window shall include storm sash with screens or an alternative equally effective for heat retention and ventilation purposes, all in operable condition.

- (d) *Stairways, stairwells, stairs and porches.* Every inside and outside stairway, stairwell, stairs, and porch and any appurtenances thereto shall be structurally sound, in good repair, and safe to use.
- (e) *Chimneys, flues and vent.* Every chimney and every flue, vent, and smokepipe and any attachments thereto shall be structurally sound, in good repair, and safe to use.
- (f) *Required equipment and utilities.* Every supplied facility, piece of equipment, or utility which is required under this article shall be so constructed and installed that it will function safely and effectively and shall be maintained in good working condition.

(Code 1968, § 307.3; Ord. No. 475-86, § 3, 4-7-86)

Sec. 6-109. Sanitation and maintenance of equipment; division of responsibility therefor.

Every dwelling, dwelling unit, roominghouse, rooming unit, dwelling premises, or combination of the same, shall be kept and maintained in a sanitary and clean condition, and facilities shall be provided, in accordance with the following division of responsibility:

- (a) *Maintenance of assigned areas.* Every occupant of a dwelling, dwelling unit, or rooming unit shall maintain in a clean and sanitary manner that part of the dwelling, dwelling unit, or rooming unit, and dwelling premises which he or she occupies and controls.
- (b) *Maintenance of shared areas.* Every owner or operator of a multiple dwelling or rooming house shall maintain in a clean and sanitary condition the shared or public areas of the dwelling and dwelling premises.
- (c) *Maintenance of supplied facilities.* Every occupant of a dwelling unit shall keep all supplied facilities, including refrigeration, plumbing and cooking equipment, in a clean and sanitary condition and shall be responsible for the exercise of reasonable care in their proper use and operation.
- (d) *Disposal of rubbish, ashes, garbage and waste.* Separate watertight, tightly covered plastic or metal containers shall be provided, one (1) or more for garbage and other food wastes, one (1) or more for rubbish, paper, and other non-food wastes, and one (1) or more metal containers for ashes, and all such containers shall be kept covered at all times so as to prevent the ingress and egress of flies, rats or other animals. Plastic or paper bags or boxes are not considered "containers" for purposes of this section. Ashes shall be cold when placed in containers for collection. Such containers shall be cleaned periodically so that they will not become foul or offensive and shall be placed in convenient locations for removal of the contents by persons authorized to collect the same. Every occupant of a dwelling, dwelling unit, rooming house or rooming unit shall place or cause to be placed all garbage, rubbish and other waste material in such containers and shall not permit any accumulation or deposit of such substances in or about the premises except in said containers. The responsibility for the provision of such containers shall be as follows:

1. It shall be the duty of every occupant of every

dwelling occupied by not more than two (2) families to provide and keep within the dwelling or upon the premises where the dwelling is situated sufficient containers to meet the above requirements.

2. It shall be the duty of the owner or operator of every multiple dwelling to provide and keep within the dwelling or upon the premises where the dwelling is situated sufficient containers to meet the above requirements.
 3. It shall be the duty of every owner or operator of a rooming house to provide and keep within the dwelling or upon the premises where the dwelling is situated sufficient containers to meet the above requirements.
- (e) *Rodent and vermin control.* Every dwelling, dwelling unit, rooming house, rooming unit, and dwelling premises shall be kept and maintained free from insects, rodents, or other pests in accordance with the following division of responsibility:
1. Every occupant of a dwelling unit shall be responsible for the extermination of such insects, rodents, or other pests where the infestation is confined to such dwelling unit, except as provided in subsection 6-109(e)2.
 2. When infestation of a dwelling unit shall exist because of the failure of the owner or operator of a dwelling or dwelling premises to keep the same in a substantially rodent or vermin-proof condition, extermination shall be the responsibility of the owner or operator.
 3. Every owner or operator of a dwelling shall be responsible for the extermination of such insects, rodents, or other pests whenever infestation exists in any two (2) or more dwelling and/or rooming units, or in shared areas or upon the dwelling premises.
 4. Every owner or operator of a rooming house shall be responsible for the extermination of any insects, rodents, or other pests in the dwelling or upon the dwelling premises.

- (f) *Maintenance of service to utilities.* No owner, operator or occupant shall cause any service, facility, equipment or utility supplied in accordance with the requirements of this article to be removed, shut off, or discontinued for any occupied dwelling, dwelling unit, rooming house, or rooming unit except for such temporary interruption as may be necessary when actual repairs or alterations are being expeditiously made. For purposes of this Code, whenever it is established that the interruption was for more than twelve (12) hours within a twenty-four-hour period, the owner or operator shall have the burden of producing evidence proving the interruption was necessary and unavoidable given all the surrounding circumstances.
- (g) *Vacating of premises.* It shall be the duty of every occupant of a dwelling, dwelling unit or rooming unit, upon vacating such premises, to leave the premises in a clean and sanitary condition with no accumulation of rubbish or other debris. No owner or operator shall allow another to occupy any dwelling, dwelling unit, or rooming unit which has not been placed in a clean and sanitary condition with no accumulation of rubbish or other debris.

(Code 1968, § 307.4; Ord. No. 475-86, § 4, 4-7-86)

Sec. 6-109.5. Standards for unoccupied residential structures.

The owner of any unoccupied structure containing dwelling units or rooming units or any combination thereof shall comply with the following minimum standards:

- (a) *Foundations, basements, cellars, exterior walls, roofs.* Every foundation, basement, cellar, exterior wall and roof shall be substantially weathertight, watertight and vermin-proof; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon. Every exterior wall or portion thereof shall be painted or stained. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls or ceilings, or hazard to adjacent buildings or the occupants thereof.
- (b) *Interior floors, walls, ceilings and doors.* Every floor, wall, ceiling and door shall be in a structurally sound condition and shall be substantially vermin-proof.

- (c) *Exterior windows, doors and skylights.* Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight and vermin-proof, and shall be kept secured to prevent ingress of people and animals.
- (d) *Stairways, stairwells, stairs and porches.* Every outside stairway, stairwell, stairs and porch and any appurtenances thereto shall be structurally sound, in good repair and safe to use.
- (e) *Chimneys, flues and vent.* Every chimney shall be structurally sound and in good repair.
- (f) *Rodent and vermin control.* All unoccupied structures and exterior property shall be kept free from rodent and vermin infestation. Where rodents and vermin are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. Every owner or operator of an unoccupied residential structure shall be responsible for the extermination of such rodent and vermin or pest whenever infestation exists.

(Ord. No. 172B-94, 2-7-94)

Sec. 6-110. Minimum standards for space and occupancy thereof.

No person shall occupy as owner-occupant or shall let to another for occupancy any dwelling, dwelling unit, or rooming unit which is or would be overcrowded as determined by the following minimum standards for space and occupancy:

- (a) *Space per person.* Every dwelling unit shall contain at least one hundred (100) square feet of habitable floor area for the first occupant and at least seventy (70) square feet of additional habitable floor area for each additional occupant. For the purpose of this subsection, a child under the age of one (1) shall not be counted.
- (b) *Efficiency apartments.* A dwelling unit occupied by two (2) or more occupants which contains a room not intended primarily for cooking or sleeping, but which is properly designed and equipped or especially furnished with either a kitchenette or wall-type kitchen unit and bed-furniture properly designed for daytime storage or other daytime use, to be maintained as a combination of regular living and efficiency cooking, may contain seventy (70) square feet less habitable floor area than would otherwise be

required. For the purpose of this subsection, a child under the age of one (1) shall not be counted.

- (c) *Sleeping space.* Every room occupied for sleeping purposes in a dwelling unit and in a rooming unit shall contain at least fifty (50) square feet of habitable floor area for each occupant, except that children under one (1) shall not be counted and children more than one (1) but less than ten (10) shall be deemed one-half person.
- (d) *Size of habitable rooms.* No habitable room, other than a kitchen or dining alcove, shall contain less than sixty-five (65) square feet of floor area, nor shall the least horizontal dimension of such room be less than seven (7) feet.
- (e) *Computation of floor area.* In computing floor area for the purposes of this section, the space used for closets or other enclosed spaces and, in the case of rooms with sloping ceilings, portions of such rooms with less than four (4) feet in height shall be excluded in computing the area.
- (f) *Basement dwelling units.* Every room in any cellar or basement used for the purposes of a habitable room shall meet the following conditions:
 - 1. The ceiling shall have a clear inner height of at least seven (7) feet and shall be at least three (3) feet above the grade of the ground at the points where the required windows open.
 - 2. The floor and walls shall be water- and damp-proof and the room shall be well drained and dry.
 - 3. There shall be one (1) or more windows, the combined total sash area of which shall be not less than eight (8) square feet, or one-twelfth of total floor area, whichever is greater, which windows shall open readily for purposes of ventilation directly to the outside air.
- (g) *Notice of maximum occupancy required.* When a person lets to another for occupancy any dwelling, dwelling unit, or rooming unit, he or she shall notify the occupant in writing of the maximum number of persons permitted to occupy the premises by the provisions of this article.

(Code 1968, § 307.5)

Sec. 6-111. Minimum plumbing standards.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with the following minimum standards:

- (a) *Basic facilities.* Every dwelling unit shall contain within its walls, in sound operating condition, a kitchen sink, a private flush toilet, lavatory basin, and bathtub or shower. Rooming houses and dwelling houses containing rooming units shall contain at least one (1) flush toilet, one (1) lavatory basin, and one (1) bathtub or shower for each five (5) persons or fraction thereof living within rooming units in the dwelling.
- (b) *Location of facilities.* The flush toilet, lavatory basin, and bathtub or shower shall be conveniently located within a room or compartment which affords privacy and is separate from habitable rooms, is accessible from a common hall without passing through another dwelling unit or rooming unit or without going outside of the rooming house or dwelling house, is not more than one (1) story removed from the rooming unit of any occupant intended to share such facilities, with the lavatory basin further required to be in the same room or compartment as practicable. No such facilities located in a basement or cellar shall count in computing the number of facilities required hereunder, except upon the prior approval of the building authority.
- (c) *Water supply.* Every dwelling, dwelling unit and rooming house shall be provided with a potable water supply. Every kitchen sink, lavatory basin, and bathtub or shower required by this article shall be properly connected with hot and cold water lines with adequate supply and pressure. The hot water lines shall be connected with water-heating facilities which supply water at a temperature of at least one hundred ten (110) degrees Fahrenheit at every required fixture at all times.
- (d) *Maintenance of plumbing fixtures.* All fixtures required by this article and all fixtures installed in addition thereto shall be properly installed and maintained in sound mechanical condition, free from defects, leaks, or obstructions, and in accordance with the state plumbing

code.

- (e) *Additional requirements for structures located on islands in Casco Bay.* All new or replacement plumbing fixtures to be installed in any structures located on an island in Casco Bay shall be of water conservation design, as outlined in the state plumbing code. Toilets shall have a low water volume standard of 1.6 gallons per flush or less. Other plumbing fixtures shall have a flow restriction with a maximum flow rated three (3) gallons per minute.

(Code 1968, § 307.6; Ord. No. 310-68, §§ 2, 3, 8-5-68; Ord. No. 475-86, § 5, 4-7-86; Ord. No. 165-89, 12-11-89)

Sec. 6-112. Minimum ventilation standards.

No person shall occupy as owner-occupant or shall let to another for occupancy any dwelling, dwelling unit, rooming house or rooming unit unless every habitable room therein has a window or windows with a total sash area equal to at least one-twelfth of its floor area opening on a street, alley, yard or court open to the sky and constructed so that at least one-half of the sash area can be opened, except that an approved method of mechanical ventilation may be substituted for such window or windows.

(Code 1968, § 307.7)

Sec. 6-113. Minimum lighting standards.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with the following minimum standards:

- (a) *Habitable rooms.* Every habitable room, other than rooms used primarily for sleeping, shall contain at least two (2) separate duplex convenience outlets or at least one (1) duplex convenience outlet and one (1) ceiling-type or wall-type electric light fixture.
- (b) *Rooms used primarily for sleeping, bathrooms, utility rooms, cellars and basements.* Every room used primarily for sleeping, water-closet compartment, bathroom, laundry room, furnace room, cellar and basement shall contain at least one (1) ceiling-type or wall-type electric light fixture.
- (c) *Passageways and common stairway.* Every passageway and stairway shall have at least one (1) ceiling-type or

wall-type electric light fixture adequate to provide safe passage.

- (d) *Extension cords.* No temporary wiring shall be used except extension cords which run directly from portable electrical fixtures to convenience outlets, ceiling or wall-type fixtures and which do not lie under rugs or other floor coverings, nor extend through doorways, transoms or similar openings through structural elements.
- (e) *Maintenance of lighting fixtures.* All fixtures required by this article and all fixtures installed in addition thereto shall be maintained in good and safe working conditions and shall be installed in accordance with the electrical code of the city.

(Code 1968, § 307.8; Ord. No. 475.86, § 6, 4-7-86)

Sec. 6-114. Minimum heating standards.

No person shall occupy as owner-occupant or shall allow another to occupy, except when used solely for seasonal occupancy between March first and October thirty-first, any dwelling, dwelling unit, rooming house or rooming unit which does not comply with the following minimum standards:

- (a) *When central heating plant not available.* When heat is not furnished by a central heating plant, each dwelling unit or rooming unit shall be provided with one (1) or more masonry flues and smoke or vent pipe connections, or equal arrangement, in accordance with the provisions of the city Code to permit the use of heating equipment capable of providing heat as required by this section.
- (b) *Heating facilities required.* Every habitable room, excepting rooms used primarily for sleeping purposes, shall be served by heating facilities which provide a minimum temperature of at least sixty-eight (68) degrees Fahrenheit, at a distance of three (3) feet above floor level, as required by prevailing weather conditions from September fifteenth through May fifteenth of each year.
- (c) *Maintenance of equipment.* All stoves, furnaces, room heaters, or domestic water heaters operated by solid, liquid, or gaseous fuel shall be properly vented and maintained in safe operating condition by the owner, operator, occupant or both.

(Code 1968, § 307.9; Ord. No. 475-86, § 7, 4-7-86; Ord. No. 156-88, 9-19-88)

Sec. 6-115. Lead-based paint hazard.

(a) This provision is intended to supplement the Lead Poisoning Control Act (22 M.R.S.A. Sections 1314 et seq.) and the regulations adopted pursuant thereto including, but not limited to, the Rules for Environmental Lead Inspections and the Rules for Abatement of Environmental Lead Hazards.

(b) When either the city's health authority, as defined in section 2-17(h), or the city's director of permitting and inspections, as defined in section 2-17(h)(10) of this Code as amended, determines that an environmental lead hazard exists in any dwelling or premises (as those terms are defined in Section 216.03-7 and Section 216.03-31 of the Rules for Abatement of Environmental Lead Hazards), he or she shall issue an order in writing to the owner (as defined in Section 216.03-28 of the Rules for Abatement of Environmental Lead Hazards), describing the environmental lead hazards and establishing a time within which such hazards shall be abated.

(Code 1968, § 307.9A; Ord. No. 490-74, § 2, 8-5-74; Ord. No. 475-86, § 8, 4-7-86; Ord. No. 159-95, 1-4-95; Ord. No. 165-15/16, 3-7-2016)

Sec. 6-116. Minimum standards for safety.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with Chapter 10 of this code, including but not limited to the following minimum standards for safety from fire.

- (a) No dwelling unit or rooming unit shall be located within a building containing any establishment handling, dispensing, storing or producing flammable liquids, toxic gas vapors or fibrous materials, such as asbestos, which may endanger the lives or safety of the occupants.
- (b) Every dwelling unit and every rooming unit shall have safe, unobstructed means of egress leading to safe and open spaces at ground level in accordance with applicable statutes, regulations and ordinances.
- (c) Every hallway, stairway, corridor, exit, fire escape door or other means of egress shall be kept clear of obstructions at all times.
- (d) Storage rooms and storage lockers shall not be used for storage of refuse, rubbish or waste.

- (e) Every dwelling, dwelling unit, rooming house and rooming unit shall comply with the applicable provisions of the most current edition of the National Fire Protection Association Life Safety Code, and with all other applicable state statutes and regulations.

- (f) When the health or building authority or a housing safety official designated by the city manager determines that a dwelling contains friable asbestos material in an amount and/or location which presents an unacceptable health hazard to the occupants and/or the general public, the owner of the dwelling, upon notification from the health or building authority or a housing safety official designated by the city manager, shall remove that material or encapsulate it. Removal or encapsulation shall be conducted in accordance with all applicable federal, state and local laws and regulations.

(Code 1968, § 307.10; Ord. No. 475-86, § 9, 4-7-86; Ord. No. 188-00, §5, 4-24-00; Ord. 298-14/15, 7-6-2015)

***Editor's Note**—Pursuant to Council Order 165-10/11 passed on 4-4-11, Sections 6-116.1 thru 6-116.3 were repealed in their entirety.

Sec. 6-117. Inspections.

The health or building authority or a housing safety official designated by the city manager, proper identification, shall have the right to enter at any and all reasonable times into or upon any dwelling or dwelling premises within the city for the purpose of inspecting the dwelling or dwelling premises in order to determine compliance with the provisions of this article and for the purpose of examining and inspecting any work performed under the provisions of this article, and it shall be a violation of this article for any person to interfere with or prevent such inspection.

(Code 1968, § 307.11; Ord. No. 475-86, § 10, 4-7-86; Ord. 298-14/15, 7-6-2015)

Sec. 6-118. Notices.

When any violation is found to exist within the meaning of this article, the health or building authority or a housing safety official designated by the city manager shall give the owner, operator or occupant, or both a written order or notice which shall set forth the violation and shall contain a reasonable time limit for the correction thereof.

(Code 1968, § 307.12; Ord. 298-14/15, 7-6-2015)

Sec. 6-119. Reinspections.

After the expiration of the time for correction of a violation, the health or building authority or a housing safety official designated by the city manager shall make a reinspection of the premises, and if the violation has not been corrected and no appeal is pending as hereinafter provided, such authority may make such further order as he deems advisable or he may proceed to take legal action against the person liable for such violation.

(Code 1968, § 307.13; Ord. 298-14/15, 7-6-2015)

Sec. 6-120. Properties unfit for human habitation; and posted against occupancy.

Any dwelling, dwelling unit, rooming house, rooming unit, or any structure or portion thereof being used for human habitation which is in violation of the provisions of this article to the extent that it is unfit for human habitation according to the standards contained herein or other applicable standards may be condemned for habitation and posted against occupancy by the building authority or a housing safety official designated by the city manager. Property unfit for human habitation shall include but not be limited to:

- (a) Properties which are either damaged, decayed, dilapidated, unsanitary, unsafe, or vermin-infested in such a manner as to create a serious hazard to the health, safety, and general welfare of the occupants or the public;
- (b) Properties which lack plumbing, ventilating, lighting or heating facilities or equipment adequate to protect the health, safety and general welfare of the occupants or the public;
- (c) Properties which, because of their general condition, state of the premises, number of occupants, or location, are so unsanitary, unsafe, overcrowded or otherwise dangerous or detrimental that they create a serious menace to the occupants or the public;
- (d) Properties which contain lead-based paint substances, as defined herein;
- (e) Properties in or on which the owner, operator or occupant has failed to comply with notices or orders issued under

the provisions of this article; or

(f) Properties which are disorderly houses.

NOTE: The words "enforcement authority" would be substituted for "building authority" throughout the housing code.
(Code 1968, § 307.14; Ord. No. 475-86, § 11, 4-7-86; Ord. No. 159-95, 1-4-95; Ord. No. 36-98, § 2, 4-22-98; Ord. 298-14/15, 7-6-2015)

Sec. 6-121. Notice of condemnation and posting; order to vacate.

The building authority or a housing safety official designated by the city manager shall give notice in writing to the property owner or operator of such condemnation and posting, and in the event such property is occupied, he or she shall give like notice to the occupant, which shall also include a reasonable time limit within which such property shall be vacated.

(Code 1968, § 307.15; Ord. No. 475-86, § 12, 4-7-86; Ord. 298-14/15, 7-6-2015)

Sec. 6-122. Property not to be occupied again for habitation.

No property which has been condemned and posted against occupancy shall again be used for the purpose of habitation until the building authority or a housing safety official designated by the city manager shall in writing approve of its use and shall likewise authorize the removal of the posted notice.

(Code 1968, § 307.16; Ord. 298-14/15, 7-6-2015)

Sec. 6-123. Notices not to be removed; property not to be used or let; exception.

It shall be a violation of this article for any person to deface or remove any such posted notice without the prior approval of the building authority or a housing safety official designated by the city manager, and it shall also be a violation of this article for any person to occupy or let to another for occupancy any property which has been condemned and posted as provided above without receiving the prior approval of the building authority or a housing safety official designated by the city manager.

(Code 1968, § 307.17; Ord. 298-14/15, 7-6-2015)

Sec. 6-124. Property to be secured if not improved.

If the owner or operator of any property which has been condemned as unfit for habitation does not proceed to make the necessary corrections to bring the property into compliance with the provisions of this article, such owner or operator shall proceed to make the property safe and secure so that no danger to

life or property or fire hazard shall exist.
(Code 1968, § 307.18)

Sec. 6-125. Restriction on conveyance of property; exception.

It shall be a violation of this article for any person to sell, transfer, or otherwise dispose of any property against which an order has been issued by the building authority or a housing safety official designated by the city manager under the provisions of this article unless he or she shall first furnish to the grantee a true copy of any such order and shall at the same time notify the building authority or a housing safety official designated by the city manager in writing of the intent to so transfer either by delivering the notice to the building authority or a housing safety official designated by the city manager and receiving a receipt therefor or by registered mail, return receipt requested, giving the name and address of the person to whom the transfer is proposed. In the event of a violation of this section, such person shall be subject to a penalty as provided in section 1-15, in addition to any penalty which may be imposed for failure to comply with any order of the building authority or a housing safety official designated by the city manager.

(Code 1968, § 307.19; Ord. 298-14/15, 7-6-2015)

Sec. 6-126. Responsibility hereunder may not be transferred.

No contract or agreement between owner and/or operator and occupant relating to compliance with the terms of this article shall be effective in relieving any person of responsibility for compliance with the provisions of this article as set forth herein.

(Code 1968, § 307.20)

Sec. 6-127. Appeals.

An appeal from any final decision of the building authority or a housing safety official designated by the city manager, if available by statute or otherwise by law, under the provisions of this article may be taken by an aggrieved party to the superior court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

(Code 1968, § 307.21; Ord. No. 475-86, § 13, 4-7-86; Ord. 298-14/15, 7-6-2015)

Sec. 6-128. Personal nonliability.

No officer or employee charged with the enforcement of this article and acting for the city in the discharge of his or her duties shall render himself or herself personally liable for any damage that may occur to any person or property as a result of his

or her acts in the discharge of his or her duties. Any suit brought against any officer or employee because of any act performed by him or her under the provisions of this article shall be defended by the corporation counsel until the final determination of the proceedings therein.
(Code 1968, § 307.22)

Sec. 6-129. Exception for island properties.

The building authority or a housing safety official designated by the city manager may permit the use of buildings located on the islands for dwelling purposes which do not meet the minimum standards set forth in this article when he or she finds that it is not feasible or practicable to provide such minimum standards and the health, safety or general welfare of the occupants or the public will not be adversely affected.
(Code 1968, § 307.23; Ord. 298-14/15, 7-6-2015)

Sec. 6-130. Violations.

Any person violating any of the provisions of this article or failing or neglecting or refusing to obey any order or notice of the building authority or a housing safety official designated by the city manager issued hereunder shall be subject to a penalty as provided in section 6-1.
(Code 1968, § 307.24; Ord. No. 133-75, 2-19-75; Ord. No.165-10/11 4-4-11; Ord. 298-14/15, 7-6-2015)

***Editor's Note:** Pursuant to Order 165-10/11, passed on 4-4-11 Section 6-131 was repealed in its entirety.

Sec. 6-131. Reserved.

Sec. 6-132. Licensed lodging.

(a) *Statement of policy.* The intent of this section is to provide tenant-at-will status to residents of licensed lodging, as defined in section 6-106, after they have resided in a unit for thirty (30) days or more. Such licensed lodging offers sleeping accommodations but few other amenities, and residents of such housing in the past have been subjected to summary eviction procedures by landlords who purposefully characterize their rentals as "lodging houses" and thereby purport to act under state law in ejecting occupants without any recourse, regardless of the length of residency.

(b) *License required for licensed lodging.* No person,

firm, corporation or other entity shall offer or provide licensed lodging, as that term is defined in section 6-106, without having obtained a license to do so.

(c) *Licensing procedure.*

- (1) The licensing procedure shall be that established in chapter 15, licenses and permits, except as modified herein.
- (2) The license application shall be accompanied by a diagram showing the location of all rooms situated within the building or structure which is the subject of the application, including, but not limited to, the location of rooms providing sleeping accommodations, bathrooms, and kitchens.

(d) *Licensing fee.* The license fee shall be ten dollars (\$10.00) for each unit of licensed lodging and shall be renewable annually. In the renewal application, the owner shall identify occupants who have qualified as constructive tenants-at-will pursuant to the provisions of subsection (f) below during the previous year.

(e) *Application to buildings or structures with three or more units.* The requirements of this section shall apply to buildings or structures containing three (3) or more units of licensed lodging.

(f) *Constructive "tenant at will" status after 30 day occupancy.* Any person who has occupied a licensed lodging unit situated at the same building or structure for thirty (30) consecutive days and has paid rent for that thirty (30) day period will be deemed to have achieved the status of a tenant at will as of the 30th day and may not thereafter be evicted except in accordance with the requirements of Maine's Forcible Entry and Detainer Law (14 M.R.S.A. § 6001, et seq.)

(g) *Termination of owner's interest.*

- (1) Upon termination of an owner's interest in any building or structure providing licensed lodging, whether by sale, assignment, death, appointment of a receiver or otherwise, the owner shall advise the successor in title, the City of Portland and all occupants of licensed lodging who have qualified under subsection (f) above of the status of such occupants, which shall

be binding upon the successor in title as though it were the owner when the status was achieved.

(2) Notice to the City of Portland shall be addressed to:

Housing Safety Office
Portland City Hall
389 Congress Street
Portland, ME 04101

(h) *Owner's responsibility.* The owner shall remain liable to the occupants qualified under subsection (g) above until the notice required by that section has been provided.

(Ord. No. 45-04/05, 9-8-04; Ord. No. 165-15/16, 3-7-2016)

- Sec. 6-133. Reserved.**
- Sec. 6-134. Reserved.**
- Sec. 6-135. Reserved.**
- Sec. 6-136. Reserved.**
- Sec. 6-137. Reserved.**
- Sec. 6-138. Reserved.**
- Sec. 6-139. Reserved.**
- Sec. 6-140. Reserved.**
- Sec. 6-141. Reserved.**
- Sec. 6-142. Reserved.**
- Sec. 6-143. Reserved.**
- Sec. 6-144. Reserved.**
- Sec. 6-145. Reserved.**
- Sec. 6-146. Reserved.**
- Sec. 6-147. Reserved.**
- Sec. 6-148. Reserved.**
- Sec. 6-149. Reserved.**

ARTICLE VI. RESIDENTIAL RENTAL UNIT REGISTRATION REQUIREMENTS

Sec. 6-150. Purpose.

The proliferation of real estate proprietorships, partnerships, and trusts having undisclosed, anonymous or otherwise unidentifiable principals, owning large numbers of residential rental properties, sometimes managed through unresponsive property management companies, has impeded the proper enforcement of this chapter, chapter 12 and other ordinances of the city. This article is intended to require the disclosure of the ownership of such property, to regulate the renting of property within the City, and to make owners and persons responsible for the maintenance of

property more accessible and accountable with respect to the premises, and to ensure that owners and tenants comply with chapters 6 and 10 of the City Code.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-150.1. Definitions.

The definitions in 6-106 apply to this Article. The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Island Short Term Rental shall mean a short term rental located on one of the following islands in the City of Portland: Peaks Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island, and/or Cliff Island.

Long Term Rental shall mean the letting of a rental unit in whole or in part for thirty (30) days or more.

Mainland Short Term Rental shall mean a short term rental located within the limits of the City of Portland, but not on Peaks Island, Long Island, Great Diamond Island, Cushing Island, Little Diamond Island, House Island and/or Cliff Island.

Multi-Unit shall mean a single, detached building in common ownership interest containing more than one (1) residential or commercial unit, as determined by the Director of the Permitting and Inspections Department.

Owner-Occupied shall mean a rental unit owned and occupied by the registrant as his or her primary residence.

Owner shall mean each individual person or entity including, without limitation, all partners, officers, or trustees of any real estate trust; all members or managers of a limited liability company; and all officers and directors of a corporation; that is the record owner of a building or property.

Primary Residence shall mean the dwelling in which a person resides as his or her legal residence for more than one half of a year and registers as his or her address for tax and government identification purposes.

Registrant shall mean the owner of a rental unit, or a tenant, with permission from the owner, seeking to register a rental unit.

Rental unit is a portion of any residential structure that is rented or available for rent to any individual or individuals for any length of time. Any portion of a Single-Family Home, Condominium, or Apartment that is rented or available to be rented to an individual or individuals who are not the owner or owners shall be considered a *rental unit*. *Dwelling units* and *rooming units* as defined in §6-106 are, without limitation, *rental units*. A Single-Family Home, Condominium, or Apartment that is occupied by the owner or owners, and of which no portion is rented or available for rent, is not a *rental unit*.

Short Term Rental is the letting of a rental unit, in whole or in part, for less than thirty (30) days.

Single Family Home shall mean a detached residential dwelling or a single condominium unit containing one dwelling unit.

Tenant-Occupied shall mean a rental unit in which the registrant is not the record owner of the rental unit, but lawfully occupies the rental unit as his or her primary residence.
(Ord. 179-16/17, 3-27-2017)

Sec. 6-151. Registration required.

(a) *Registration of Ownership.*

1. Rental units must be registered in accordance with this article by January 1st of each year. Registration must be renewed annually, on or before January 1st, including updating all changes in previously submitted registration information.
2. If a rental unit is rented as both a short term and long term rental, it must be separately registered for each type of rentals.
3. Each owner, manager, or person/entity otherwise responsible for the rental unit, such as a property manager, shall be obligated under this article. Any new owner, manager, or responsible person/entity must register within thirty (30) days of purchase of the rental unit or transfer of management or responsibility.
4. A rental unit shall not be considered registered until all information and fees are provided to the satisfaction of the City's Permitting and Inspections Department or its designee.

5. As a condition of registration, all owners must allow onsite inspections of their property including, without limitation, all rental units.

(b) *Information/Documentation Required.* Registration must be completed on forms supplied by the City's Permitting and Inspections Department or their designee and must provide, at a minimum, the following information:

1. The street address of the building;
2. The unit number of the rental unit;
3. The tax assessor's chart, block and lot of the property on which the building is located;
4. The owner of the property, including the owners' name, address, telephone number, and email address. If the owner is anything other than a natural person, the following information must also be included:
 - a. Each individual person that has an ownership interest in any entity that is the record owner. This includes, without limitation, all partners, officers, or trustees of any real estate trusts; any members or managers of a limited liability company; and all officers and directors of a corporation; and
 - b. The residential street address, e-mail address and home phone number of at least one (1) such individual person;
5. The manager of the property or the person or persons responsible for its regular maintenance or repair, as well as a name, address, telephone number, and email address for that person or entity.
6. The person designated as the agent of the owner or owners for the service of notices and civil process by the city, as well as their name, address, telephone number, and e-mail address. Service of notice and process upon the person so designated shall be deemed conclusive service upon the owner or owners.

(c) *Additional Information Required for Short Term Rentals.* A

short term rental shall not be considered registered unless and until the registrant has submitted a complete application together with all information required by this article, paid the fee required by Sec. 6-152, and a registration number has been issued.

In addition to the information required in Section 6-151(b), a Short Term Rental registrant must provide at a minimum the following information and any other information requested by the City's Permitting and Inspections Department or their designee::

1. A short term rental application;
2. Whether the rental unit is owner-occupied, tenant-occupied, or non-owner occupied;
 - a. For Short Term Rental units that are owner-occupied, the registrant must provide a notarized primary residence affidavit, on forms provided by the City.
 - b. For Short Term Rental units that are tenant-occupied, the registrant must provide a notarized primary residence affidavit, a notarized statement of permission by his/her landlord, both on forms supplied by the City.
3. The address and tax assessor's chart, block, and lot number of all other short term rentals in the City in which the registrant has an ownership interest;

(d) *Display of Short Term Rental Registration Number Required.*

Once registration is approved by the City, each short term rental shall be given a registration number, which must be displayed in the rental unit and in any and all advertisements for the rental unit.

(e) Upon request by the City, at any time, all registrants and/or agents of short term rental units must provide the City with their registration information, rental history, and upcoming reservation information. Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City within a forty-eight (48) hour period shall be considered a violation under this ordinance.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. No. 246-97, 4-9-97; Ord. 298-14/15, 7-6-2015; Ord. 69-15/16, 10/5/2015; Ord. 179-16/17, 3-27-2017)

)

Sec. 6-152. Registration Fees.

(a) *Annual Registration Fee.* Upon initial registration and by January 1st of each year, registrants shall pay the City a registration fee for each rental unit, in the amounts set forth below. A rental unit shall not be considered registered unless and until this fee is paid in full.

(b) *Long Term Rental Registration Fee.* The registrant of a long term rental shall pay thirty five dollars (\$35.00) to the City by January 1st of each year.

(c) *Short Term Rental Registration Fee Structure.* The registrant of a short term rental shall pay the fee specified in the chart below. All fees will be cumulative and will increase based on the number of total units registered by the owner. The fee total will accumulate first by counting any short term rental units operating in a single family home or owner occupied multi-family buildings and then fees will be attributed at the higher rate for any units located in non-owner occupied buildings. If an owner registers units in both owner occupied and non-owner occupied buildings then the owner occupied fees will be considered the first unit under the fee structure starting with the 1st unit fee as described in the chart below regardless of the order in which the units are registered.

Owner Occupied Single Family Home , or Tenant Occupied	\$100
Multi-Unit Owner Occupied Building Island Short Term Rentals	1 st Unit - \$100 2 nd Unit - \$250 3 rd Unit - \$500 4 th Unit - \$1,000 5 th Unit - \$2,000
Multi-Unit Non-Owner Occupied Building	1 st Unit - \$200 2 nd Unit - \$500 3 rd Unit - \$1,000 4 th Unit - \$2,000 5 th Unit - \$4,000

(d) *Registration and Renewal Fee Discounts.* The following discounts shall apply to the registration and renewal fees:

- (1) \$10 discount for each rental unit within a fully-sprinkled building as verified by a testing report, maintenance report or a maintenance contract, which shall be provided at the time of registration and upon each registration renewal;
- (2) \$7.50 discount for each rental unit within a building with a centrally-monitored fire alarm as verified by Fire Department logs or an alarm contract, which shall be provided at the time of registration and upon each registration renewal;
- (3) \$5.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Housing Quality Standard (HQS) inspection within the preceding year as verified by the HQS inspection report, which shall be provided at the time of registration and upon each registration renewal;
- (4) \$10.00 for a rental unit that has been subject to and has passed a Housing and Urban Development Uniform Physical Condition Standard (UPCS) inspection within the preceding year as verified by the UPCS inspection report, which shall be provided at the time of registration and upon each registration renewal;
- (5) \$2.50 for a rental unit that is subject to a signed lease which prohibits smoking by tenants as verified by a copy of the current lease, which shall be provided at the time of registration and upon each registration renewal. The existence of and enforcement of this provision may be verified through an inspections of each rental unit.

The total amount of discounts from the annual registration or renewal fee as described above shall not exceed \$20.00, and the minimum annual fee for registration or renewal shall be \$15.00 per unit.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-153. Violations.

(a) *Occupancy Limit.* Overnight short term rental guest occupancy in each rental unit will be limited to two (2) guests per bedroom plus no more than two (2) additional guests.

(b) *Limitation on Total Number of Short Term Rentals.* No more than 300 non-owner occupied mainland short term rental units shall be registered in any one calendar year.

(c) *Limitations on number of Short Term Rentals an Individual or Entity May Register.* An individual or entity may only register up to five (5) short term rentals in the City, including the Islands, in any one (1) calendar year. For purposes of this section, short term rentals registered by an entity in which the registrant has an ownership interest shall be counted towards this limit.

(d) No individual or entity may register a short term rental in any single family home unless it is owner-occupied; tenant-occupied with permission of the owner; or located on an Island.

(e) The number of short term rental units that may be operated in a multi-unit building are as follows:

Total # of Units in a Building	# of Short Term Rental Units Allowed in a Building	
	Owner Occupied	Non-Owner Occupied
2	2	1
3	3	2
4	4	2
5	5	2
6-9	5	4
10+	5	5

Tenant-occupied units, where the tenant is the registrant, shall not be counted towards these limits.

(Ord. No. 443-89, 6-7-89; Ord. No. 53-89, 7-17-89; Ord. 298-14/15, 7-6-2015; Ord. 179-16/17, 3-27-2017)

Sec. 6-154. Allocation of Short Term Rentals.

The limitations on the allocation of short term rental units identified in section 6-153(b) shall be allocated each year on a first come, first registered basis. Once the total number of units identified in section 6-153(b) has been reached, a waitlist will be formed to help gauge market demand. The City Manager or his or her designee, may institute a lottery process at his or her discretion. (Ord. 179-16/17, 3-27-2017)

Sec. 6-155. Violations.

Specific violations of this article, subject to the provisions of section 6-1, include, but are not limited to:

- (a) Any person, business entity, or other organization failing to timely register a rental unit, including providing all required information and paying the required registration fee;
- (b) Any person, business entity, or other organization providing false information with respect to registration. Notwithstanding the provisions of § 6-1, the penalty for such violation shall be \$1,000.00;
- (c) Any person, business entity, or other organization renting any rental unit that is not registered under this article, or to permitting the occupancy of such premises without registration;
- (d) Failure of short term rental unit owners, tenants, and/or their representatives to adequately respond to inquiries by the City pursuant to 6-152(e) within a forty-eight (48) hour period;
- (e) Any person business entity or other organization failing to timely file the required registration or failing to timely pay, in full, the registration fee or annual renewal fee, or failing to timely file any required update to the registration shall be in violation of this Article for which a fine of \$100.00 per day each day the violation continues shall be assessed;
- (f) Any person providing false information with respect to registration shall be in violation of this article for which a fine of \$1,000.00 shall be assessed;

(Ord. 179-16/17, 3-27-2017)

Sec. 6-156. Enforcement.

(a) The building authority as defined in section 6-1 or his or her designee is authorized to institute, or cause to be instituted by and through the office of the corporation counsel, in the name of the city, any and all actions, legal or equitable, that may be appropriate or necessary for the enforcement of the provisions of this article.

(b) No certificate of occupancy shall be issued for property that is subject to the registration requirements of this article, but is not registered in accordance with this article.

(c) Any short term rental at a property that is designated by

the City as a disorderly house and fails to meet the requirements of section 6-202, shall, at the discretion of the City Manager or his or her designee, have its registration revoked and be ineligible for registration for a period of twelve (12) months. Any registration after revocation shall be considered a new registration and not a renewal.

(d) Fines may be attributed to Property Management firms found operating short term rental units in violation of this article. These fines may be in addition to fines levied against owners of property.

(Ord. 179-16/17, 3-27-2017)

Sec. 6-157. Revenue Allocation.

Notwithstanding section 6-1(b), all revenue generated from short term rental registration fees and penalties shall be used to first fund short term rental related administrative costs. Any remaining revenue shall be deposited in the Housing Trust Fund, as defined in Section 14-489.

(Ord. 179-16/17, 3-27-2017)

Sec. 6-158. Reserved.

Sec. 6-159. Reserved.

Sec. 6-160. Reserved.

Sec. 6-161. Reserved.

Sec. 6-162. Reserved.

Sec. 6-163. Reserved.

Sec. 6-164. Reserved.

ARTICLE VII. GREEN BUILDING CODE

***Editor's Note:** Article VII (Green Building Code) was adopted in its entirety by Council Order 187-08/09 and passed on 4-6-09)

Sec. 6-165. Purpose.

The purpose of this article is to establish the energy performance requirements for constructing and renovating city buildings and certain publicly-funded building projects with the goal of planning, designing, constructing, and managing to maximize energy performance, minimize adverse environmental impacts, provide healthy work places, conserve natural resources, and promote sustainable development in Portland.

(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12)

Sec. 6-166. Definitions.

The following words and phrases shall be defined as set forth below for use in this article.

American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Standards: ASHRAE is a building technology society which publishes a recognized series of standards and guidelines relating to HVAC systems and performance. The Maine Uniform Building and Energy Code currently references ASHRAE Standard 90.1 which is an energy standard for buildings except low-rise residential buildings.

Conditioned Space: Any area within a building that is artificially heated or cooled by fixed equipment.

Funded in whole or in part: (a) Receipt of tax increment financing in an amount greater than two hundred thousand dollars (\$200,000); or (b) receipt of grants by the City, HOME loans, Community Development Block Grant loans or Neighborhood Stabilization Program loans, the sum of which is greater than two-hundred thousand dollars (\$200,000.00).

Hardship: Some verifiable level of difficulty or adversity arising from factors identified in Sec. 6-170 or other circumstances beyond the control of the applicant, by which the applicant cannot reasonably comply with the requirements of this ordinance.

Infeasible: The existence of verifiable obstacles arising from the factors identified in Sec. 6-170 or other circumstances beyond the control of the applicant which render the applicant incapable of complying with the requirements of this ordinance.

Leadership in Energy and Environmental Design (LEED) Standards: A third-party rating system developed by the United States Green Building Council (USGBC) where credits are earned for satisfying specified green building criteria.

Renovation:

- (a) At the time of the application, the total construction cost is greater than or equal to the market value of the property as determined by the city's tax assessor;
or
- (b) A conversion from non-conditioned to conditioned space;
or

- (c) An addition of building gross square footage greater than or equal to the gross square footage of the existing building; or

(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-167. Standards for new buildings and renovation projects.

All new construction and renovation projects to be owned, or occupied by the city of Portland that are of 2,000 square feet in floor area or greater shall be certified to the LEED Silver Standard using appropriate LEED Rating System, particularly those listed below thereof and whole thereof:

- (a) LEED 2009 for Commercial Interiors.
- (b) LEED 2009 for Existing Buildings, Operations, and Maintenance.
- (c) LEED 2009 for Healthcare.
- (d) LEED 2009 for New Construction and Major Renovations.
- (e) LEED 2009 for Schools.

All new construction and renovation projects to be funded in whole or in part by the City of Portland that are of 10,000 square feet in floor area or greater shall demonstrate, under any third-party certification system (e.g. LEED or Green Globes) or energy model signed by a licensed engineer, a certain percentage improvement in the proposed energy performance of the building compared to the baseline performance rating per ASHRAE Standard 90.1, being particularly the 2010 version thereof and the whole thereof, or equivalent standard if the ASHRAE Standard 90.1 is not applicable to the project. Such percentage improvement shall be thirty percent (30%) for new construction, twenty-five percent (25%) for existing buildings, and twenty percent (20%) for historic buildings.

Copies of the LEED Rating Systems and ASHRAE Standard 90.1 are on file with the City Clerk.

(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-168. Submissions.

Upon submission of an application for a building permit for

new construction or renovation projects that are required to meet the standards set forth in section 6-167, the applicant shall also submit the following, as applicable:

- (a) A LEED checklist, and a LEED application number (or other proof of LEED applications status); or
- (b) A third-party certification system document of verification; or
- (c) A preliminary energy model, along with a statement of certification from a licensed engineer that the project meets the standard(s); and

(d) A written explanation of how the building will obtain the applicable standards using design plans to demonstrate compliance where applicable (example: LEED submittal templates).
(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-169. Certificate of Occupancy.

A copy of the final submission of LEED documentation to the USGBC or final LEED certification decision, or a statement of final certification from a licensed engineer indicating that the project meets the standards along with any amendment to the preliminary energy model shall be submitted to the city's department of planning and urban development prior to the issuance of a certificate of occupancy for new construction or renovation projects that are required to meet the standards set forth in section 6-167. A temporary certificate of occupancy may be issued by the city if necessary prior to the submission of final LEED documentation to the USGBC.
(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-170. Partial exemption.

1. If it is a hardship or infeasible for an applicant to meet the standards set forth in section 6-167, the applicant may request a partial exemption from regulation. The burden is on the applicant to show hardship or infeasibility. Factors to consider in determining whether hardship or infeasibility exists include, but are not limited to:

- (a) Availability of green building materials and technologies; or

- (b) Compatibility of green building requirements with other government requirements and building standards; or
- (c) Required alterations to an historic building that would compromise its historic character; or
- (d) Specific circumstances that would defeat the purpose of the standards.

2. Any request for a partial exemption must be made at the time of application as specified in section 6-168 and approved by the director of planning and urban development. In order for a partial exemption to be granted, the applicant must demonstrate all possible effort to maximize building performance according to the standards set forth in section 6-167 and shall indicate the maximum level of standards which are reasonably achievable for the building as follows:

- (a) In the case of a LEED standard requirement, the applicant will list the number of credits reasonably achievable and verified by each applicable licensed professionals.
- (b) In the case of ASHRAE 90.1 or equivalent standard requirement, the applicant will document the percentage above the standard that is reasonably achievable with a statement of certification from a licensed engineer.

If the partial exemption is granted, the applicant shall be required to comply with this ordinance in all other respects. A copy of the final submission of LEED documentation to the USGBC or a statement of final certification from each applicable licensed professionals or licensed engineer indicating that the project meets the level of standard presented at the time of application along with any amendment shall be submitted to the city's department of planning and urban development prior to the issuance of a certificate of occupancy.

(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-171. Appeals.

Any applicant aggrieved by the decision of the director of planning and urban development may appeal that decision to the zoning board of appeals (Article VI. Board of Appeals, Sec. 14-541 - 14-553).

(Ord. No. 187-08/09, 4-6-09; Ord. No. 103-11/12, 2-6-12; Ord. No. 82-13/14, 11-4-13)

Sec. 6-172. Applicability.

This ordinance shall apply to new construction and renovation projects to be owned, occupied, or funded in whole or in part by the city of Portland for which site plan applications, building permit applications (not associated with an approved site plan), or funding assistance requests are submitted on or after the effective date of this ordinance. Any new construction or renovation that received an exemption under a previous version of this ordinance shall be considered to have a partial waiver under this ordinance, provided that the Director of Planning & Urban Development determines that the scope of the new construction or renovation has not changed the originally approved construction to an extent that would require review under this version of the ordinance. Any new construction or renovation project to which this ordinance is not applicable but which voluntarily meets any of the standards set forth in Section 6-167 or equivalent shall receive expedited review and permitting status.

(Ord. No. 187-08/09, 4-6-09; Ord. No. 82-13/14, 11-4-13)

- Sec. 6-173. Reserved.**
- Sec. 6-174. Reserved.**
- Sec. 6-175. Reserved.**
- Sec. 6-176. Reserved.**
- Sec. 6-177. Reserved.**
- Sec. 6-178. Reserved.**
- Sec. 6-179. Reserved.**
- Sec. 6-180. Reserved.**
- Sec. 6-181. Reserved.**
- Sec. 6-182. Reserved.**
- Sec. 6-183. Reserved.**
- Sec. 6-184. Reserved.**
- Sec. 6-185. Reserved.**
- Sec. 6-186. Reserved.**
- Sec. 6-187. Reserved.**
- Sec. 6-188. Reserved.**
- Sec. 6-189. Reserved.**

ARTICLE VIII. PROPERTY ASSESSED CLEAN ENERGY

Sec. 6-190. Purpose.

The purpose of this article is to establish a property assessed clean energy ("PACE") program to enable owners of qualifying property to access financing for energy saving improvements to their property through loan agreements with the

Sec. 6-191. Definitions.

The following words shall be defined as set forth below for use in this article.

Energy saving improvement: an improvement to qualifying property that is new and permanently affixed to qualifying property and that:

- (a) Will result in increased energy efficiency and substantially reduced energy use and:
 - 1. Meets or exceeds applicable United States Environmental Protection Agency and United States Department of Energy, Energy Star program or similar energy efficiency standards established or approved by the Trust; or
 - 2. Involves air sealing, insulating, and other energy efficiency improvements of residential, commercial or industrial property in a manner approved by the Trust; or
- (b) Involves a renewable energy installation or an electric thermal storage system that meets or exceeds standards established or approved by the Trust.

PACE agreement: an agreement between the owner of qualifying property and the Trust that authorizes the creation of a PACE mortgage on qualifying property and that is approved in writing by all owners of the qualifying property at the time of the agreement, other than mortgage holders.

PACE assessment: an assessment made against qualifying property to repay a PACE loan.

PACE loan: a loan, secured by a PACE mortgage, made to the owner(s) of a qualifying property pursuant to a PACE program to fund energy saving improvements.

PACE mortgage: a mortgage securing a loan made pursuant to a PACE program to fund energy saving improvements on qualifying property.

Qualifying property: real property located in the City.

Renewable energy installation: a fixture, product, system, device or interacting group of devices installed behind the meter at a qualifying property, or on contiguous property under common ownership, that produces energy or heat from renewable sources, including, but not limited to, photovoltaic systems, solar thermal systems, biomass systems, landfill gas to energy systems, geothermal systems, wind systems, wood pellet systems and any other systems eligible for funding under federal Qualified Energy Conservation Bonds or federal Clean Renewable Energy Bonds.

Trust: the Efficiency Maine Trust established in 35-A M.R.S.A. § 10103 and/or its agent(s), if any.
(Ord. No. 57-10/11, 10-18-10)

Sec. 6-192. PACE program established.

The City hereby establishes a PACE program allowing owners of qualifying property located in the city who so choose to access financing for energy saving improvements to their property through PACE loans administered by the Trust or its agent.
(Ord. No. 57-10/11, 10-18-10)

Sec. 6-193. PACE program financing.

- (a) The PACE program shall be financed by funds awarded to the Trust under the Federal Energy Efficiency and Conservation Block Grant (EECBG) Program and by other funds available for this purpose.
- (b) The City may from time to time amend this Article to use any other funding sources made available to it or appropriated by it for the express purpose of the PACE program, and the City shall be responsible for administration of loans made from those other funding sources.

(Ord. No. 57-10/11, 10-18-10)

Sec. 6-194. PACE program administration.

The Trust shall administer the PACE program for the City in accordance with a PACE administration contract between the City and the Trust, which will establish the administrative duties of the Trust including, without limitation:

- (a) The Trust will enter into PACE agreements with owners

of qualifying property in the city;

- (b) The Trust, or its agent, will create and record a Notice of the PACE agreement in the Cumberland County Registry of Deeds to create a PACE mortgage;
- (c) The Trust, or its agent, will disburse the PACE loan to the property owner;
- (d) The Trust, or its agent, will send PACE assessment statements with payment deadlines to the property owner;
- (e) The Trust, or its agent, will be responsible for collection of the PACE assessments;
- (f) The Trust, or its agent, will record any lien, if needed, due to nonpayment of the assessment;
- (g) The Trust, or its agent, promptly shall record the discharges of PACE mortgages upon full payment of the PACE loan.

(Ord. No. 57-10/11, 10-18-10)

Sec. 6-195. Reserved.
Sec. 6-196. Reserved.
Sec. 6-197. Reserved.
Sec. 6-198. Reserved.
Sec. 6-199. Reserved.

ARTICLE IX. DISORDERLY HOUSES

Sec. 6-200. Disorderly houses prohibited.

(a) No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit (hereinafter jointly and severally "building") which is a disorderly house as defined herein.

(b) A "disorderly house" is any building which:

- (1) The police have visited a minimum number of times in any thirty (30) day period, as set forth in paragraph (3) below, in response to situations which are created by the owner, tenants, or owner's or tenants' cohabittees, guests or invitees and which would have a tendency to unreasonably disturb the community, the neighborhood or

an ordinary individual in the vicinity of said building, including, but not limited to: loud music; boisterous parties; sounds emanating from within the structure which are audible outside the building; loud noise or fights within the building or in its vicinity involving tenants of the building or their invitees (excluding incidents involving domestic violence); tenants or invitees of tenants being intoxicated on public ways in the vicinity of the building; other similar activities in the building or outside the building itself; or

- (2) The police have visited three (3) or more times in any thirty (30) day period in response to situations which are created by the owner, tenants, or owner's or tenants' cohabitees, guests or invitees and involve the arrest of owners or tenants or their invitees for activities which constitute either a crime or civil infraction under either state or local law, or create a reasonable suspicion that illegal drug use or sales under 17-A M.R.S.A. chapter 45 or prostitution or public indecency under 17-A M.R.S.A. chapter 35 has occurred; or
- (3) The following table delineates the number of police visits per dwelling size which create a disorderly house under paragraph (1) above:

Units per building	Number of visits by police in any 30-day period
5 or fewer	3
6 to 10	4
11 or more	5

(c) The situation to which the visit pertains shall be documented by the police department. Such documentation may include sworn affidavits by named citizens which may be sufficient to create a reasonable suspicion said illegal activity has occurred. (Ord. No. 165-10/11, 4-4-11)

Sec. 6-201. Notice of disorderly house.

Whenever a building has been identified as a disorderly house by the city, it shall cause written notification of the events which form the basis for that designation to be given to the owner as long as that owner has registered in accordance with section 6-150 et seq. (disclosure of building ownership). Such notice shall

be sufficient for all legal purposes. The notice shall require the owner to meet with representatives of the city (including the police department) within five (5) business days from the date of the written notification, or such other time as is agreed upon by the Police Chief or his or her designee, to identify ways in which the problems which have been identified will be eliminated.

At the time of said meeting, the owner shall be obligated to provide to the city the following documentation:

- (1) A copy of the names of all tenants or other persons authorized to reside or presently residing in the building and the units they occupy;
- (2) Copies of all leases with tenants residing in the building;
- (3) Contracts with any property manager or other person responsible for the orderly operation of the building;
- (4) An accurate and up to date disclosure of building ownership form as required in 6-150 et seq.

In addition, the owner will agree to take effective measures to address the disorderly house, which measures shall be memorialized in a written agreement at the conclusion of the meeting with the city and shall be implemented within one (1) week of said meeting unless another date is agreed upon by the police department. Failure to enter into such an agreement at the conclusion of the meeting will be deemed a violation of this housing code, and the city may file a complaint in the district court seeking all compensatory and equitable relief permitted by law.

If the same building should be classified as a disorderly house on a subsequent occasion within three (3) years, then the city is under no obligation to meet with the owner but may condemn and post the building or any units therein, and/or proceed directly with a complaint to the district court seeking all compensatory and equitable relief permitted by law.

(c) The notices provided for in this section may be given to an owner who has not complied with section 6-150, but are not required.

(Ord. 165-10/11 - 4/4/11)

Sec. 6-202. Enforcement.

If the owner (a) refuses to agree to take effective measures to address the disorderly house, (b) takes ineffective measures to address the disorderly house as determined by the city, (c) fails to implement the agreement reached with the city to address the disorderly house or (d) if, in the discretion of the city, the disorderly house requires immediate posting, the city may condemn and post the building against occupancy , and/or may file a legal action against the owner seeking any and all damages and remedies to which it is entitled pursuant to state and local laws.
(Ord. No. 165-10/11 - 4/4/11)

Sec. 6-203. Cost of service for responses to disorderly houses.

(a) Whenever the police department is required to respond to a situation at a disorderly house, as defined in section 6-200, which constitutes the ninth (9th) or greater response in any thirty (30) day period, the owner of the disorderly house shall pay the cost of service for each such response as follows:

(1) For each such response for service the owner shall pay fifty dollars (\$50.00) which shall be in addition to any penalty to which the owner may be subject.

(b) Failure to pay the cost of service within thirty (30) days after demand therefor shall subject the owner to the penalties provided in section 1-15.

(c) Charges which become payable hereunder shall be treated as liens on the property in question and shall be enforced in accordance with the provisions of section 1-16.
(Ord. No. 165-10/11, 4-4-11)

Sec. 6-204. Violations.

Any person violating any of the provisions of this article or failing or neglecting or refusing to obey any order or notice of the police department issued hereunder shall be subject to a penalty as provided in section 6-1.
(Ord. No. 165-10/11, 4-4-11)

ARTICLE X. ENERGY BENCHMARKING

6-205. General.

The energy and water use of municipal and covered buildings shall be benchmarked in accordance with this article.
(Ord. No. 67-16/17, 11-7-2016)

6-206. Purpose.

To encourage efficient use of energy and water and to reduce the emission of greenhouse gases, this ordinance requires owners of Covered Properties and Municipal Properties to annually measure and disclose energy usage to the Department. Furthermore, this Ordinance will authorize the Department to collect energy and water usage data to enable more effective energy and climate protection planning by the City and others and to provide information to the real estate marketplace to enable its members to make decisions that foster better energy performance.
(Ord. No. 67-16/17, 11-7-2016)

6-207. Applicability.

This Ordinance shall be applicable to all Municipal and Covered Properties as defined in this Ordinance.
(Ord. No. 67-16/17, 11-7-2016)

6-208. Definitions.

Benchmarking information shall mean information generated by the Benchmarking Tool, as herein defined including descriptive information about physical property and its operational characteristics. The information shall include, but need not be limited to:

- (a) Property address;
- (b) Primary use type;
- (c) Gross floor area;
- (d) Site Energy Use Intensity (EUI) as defined in this section;
- (e) Weather normalized source EUI;
- (f) Annual greenhouse gas emissions;
- (g) Water use;
- (h) The energy performance score that compares the energy use of the building to that of similar buildings, where available; and
- (i) Compliance or noncompliance with this Ordinance.

Benchmarking Tool shall mean the Internet-based tool developed and maintained by the United States Environmental

Protection Agency to track and assess the relative energy performance and water usage of buildings nationwide.

Covered Property shall mean a parcel, as described in public records or as determined by the Department, containing any of the following:

(a) One or more non-residential building(s) where such building(s) singly or together contain more than 20,000 square feet ("Non-Residential Covered Property"); and

(b) One or more residential building(s) that singly or together contain 50 or more residential Dwelling Units whether they are rental Dwelling Units or Dwelling Units owned as condominiums, cooperatives or otherwise ("Residential Covered Property"). Residential covered property shall not include separate free-standing single family or two-family dwelling units, or single free-standing structures or buildings which by themselves contain ten (10) units or fewer.

Department means the City of Portland Energy and Sustainability Coordinator and his or her department or office.

Dwelling Unit shall mean a single residential unit consisting of one or more habitable rooms, occupied or arranged to be occupied as a residential unit separate from all other residential units within a building, and used primarily for residential purposes and not primarily for professional or commercial purposes.

Energy shall mean electricity, natural gas, steam, hot or chilled water, heating oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities.

Energy Performance Score shall mean the numeric rating generated by the ENERGY STAR Portfolio Manager tool or equivalent tool adopted by the department that compares the energy usage of the building to that of similar buildings.

ENERGY STAR shall mean the U.S. Environmental Protection Agency program related to improving energy efficiency in buildings and products.

ENERGY STAR Portfolio Manager shall mean the tool developed and maintained by the U.S. Environmental Protection Agency to track and assess the relative energy performance of buildings

nationwide.

Energy Use Intensity (EUI) shall mean the kBTUs (1,000 British Thermal Units) used per square foot of gross floor area.

Gross Square Feet shall mean the gross floor area of the property.

Municipal Property shall mean a property with one or more buildings that is 5,000 gross square feet or more that is owned by the City of Portland.

Owner shall mean:

(a) An individual or entity having title to a Covered Property;

(b) An agent authorized to act on behalf of the owner of a Covered Property;

(c) The net lessee in the case of a property subject to a net lease with a term of at least forty-nine years, inclusive of all renewal options;

(d) The board of managers or trustees in the case of a condominium; and/or

(e) The board of directors or trustees in the case of a cooperative apartment corporation.

Qualified Benchmarker is an entity that meets the department's qualifications for inputting Benchmarking Information into the Benchmarking Tool.

Residential Property shall mean a property containing one or more Dwelling Units.

Site Energy shall mean the amount of heat and electricity consumed by a Covered Property or Municipal Property as reflected in utility bills or other documentation of actual energy use.

Source Energy shall mean all the energy used in delivering energy to a Covered Property, including power generation and transmission and distribution losses, to perform a specific function, such as but not limited to space conditioning, lighting, or water heating.

Tenant shall mean a person or entity leasing, occupying or holding possession of a Covered Property or Municipal Property.

Utility shall mean an entity that distributes and/or sells energy, including, but not limited to, natural gas, propane, electric or thermal energy for Covered Properties or Municipal Properties.

(Ord. No. 67-16/17, 11-7-2016)

6-209. Benchmarking for Municipal and Covered Properties.

(a) No later than one (1) year after the effective date of this Ordinance, and no later than May 1 every year thereafter, the total Energy and Water consumed by each Municipal Property, along with all other descriptive information required by the Benchmarking Tool, shall be entered into the Benchmarking Tool for the previous calendar year.

(b) Owners of Covered Property shall annually input the total Energy and Water consumed by each Covered Property, along with all other descriptive information required by the Benchmarking Tool, into the Benchmarking Tool for the previous calendar year. The Owner shall input this information according to the following schedule:

- (1) A Residential Covered Property no later than two (2) years after the effective date of this Ordinance and by every May 1 thereafter;
- (2) A Non-residential Covered Property by no later than two (2) years after the effective date of this Ordinance and by every May 1 thereafter; and
- (3) A new Covered Property that has not accumulated twelve (12) months of energy and water use data by the first applicable date following occupancy for inputting Energy and Water use into the Benchmarking Tool shall comply with this Ordinance in the following year.

(Ord. No. 67-16/17, 11-7-2016)

6-210. Notification Of Covered Properties.

Between September 1 and December 1 of each year, the City shall notify Owners of Covered Properties of their obligation to input Energy and Water use into the Benchmarking Tool. By January 15 of each year, the City shall post the list of the addresses of Covered Properties on a public website.

(Ord. No. 67-16/17, 11-7-2016)

6-211. Qualifications of Benchmarkers.

The City Manager or his or her designee, including but not

limited to the Department, may establish certification and/or licensing requirements for the users of Benchmarking Tools.
(Ord. No. 67-16/17, 11-7-2016)

6-212. Disclosure And Publication Of Benchmarking Information.

(a) Owners shall annually provide Benchmarking information to the Department, in such form as established by the Department, by the date provided by the schedule in Section V.

(b) An exemption from this reporting requirement for any current reporting period may be granted if:

- (1). The Owner demonstrates to the Department that he or she has been unable to obtain tenant authorization to obtain tenant utility data, despite a good faith effort to obtain such consent; or
- (2). The Owner or Tenant demonstrates to the Department that such disclosure may result in the release of proprietary information which can be characterized as a trade secret.

(c) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

- (1) No later than a year and a half after the effective date of this Ordinance and by September 1 of each year thereafter for Municipal Properties; and
- (2) No later than two and a half years after the effective date of this Ordinance or no later than one year after the Department has certified that utility service providers have made utility use data readily available in a standardized and secure manner through "green button" or similar programs or standards that offer easy access to usage data as needed to use Energy Star Portfolio Manager, whichever date comes later, and by September 1 of each year thereafter for Covered Properties. Benchmarking Information received by the Department for the first year a Covered Property is required to input the total Energy and Water consumed and other descriptive information as required by the Benchmarking Tool into the Benchmarking Tool will be not be published except to disclose whether or not the Covered Property is in compliance with this Ordinance.

(d) The Department shall make available to the public and update at least annually, the following information:

- (1) Summary statistics on energy and water consumption for Municipal Properties and Covered Properties derived from aggregation of Benchmarking information for both;
- (2) Summary statistics on overall compliance with this Ordinance including an assessment of accuracy;
- (3) For each Municipal Property and Covered Property:
 - (i) The status of compliance with the requirements of this Ordinance;
 - (ii) Annual summary statistics for the Municipal Property or Covered Property, including EUI, annual greenhouse gas emissions, and an energy performance score where available; and
 - (iii) A comparison of Benchmarking Information across calendar years for any years such Municipal Property or Covered Property has input the total Energy consumed and other descriptive information for such Properties as required by the Benchmarking Tool into the Benchmarking Tool.

(Ord. No. 67-16/17, 11-7-2016)

6-213. Provision of Benchmarking Information by Tenants.

(a) Each Tenant located in a Covered Property shall, within thirty (30) days of a request by the Owner and in a form to be determined by the Department, provide all information that cannot otherwise be acquired by the Owner and that is needed to comply with the requirements of this Ordinance. Failure to provide information to an Owner may result in penalties as provided in the City Code and this Ordinance.

(b) Where the Owner is unable to input the total energy consumed by the Covered Property as well as all other descriptive information for such Covered Property as required by the Benchmarking Tool into the Benchmarking Tool due to the failure of any or all Tenants to report the information required by this Ordinance, the Owner shall input alternate values as established by the Department prior to the implementation of this Ordinance, into the Benchmarking Tool.

(Ord. No. 67-16/17, 11-7-2016)

6-214. Assessing Results and Annual Report to City Council.

(a) By December 31, 2020, the Department shall review the effect of this Ordinance on improving energy and water

performance for Covered Buildings. If energy and water performance for Covered Buildings has not improved significantly, the Department shall make recommendations to the City Manager as to whether amendments to this Ordinance or other measures are necessary to improve building energy and water performance for Covered Buildings.

(b) In December of each calendar year, the Department shall prepare and submit an annual report to the City Council, which evaluates the administration and enforcement of the Ordinance and contains a summary of the benchmarking data provided to the City as required by this Ordinance, as well as any other necessary data or recommendations on the Ordinance could be improved.
(Ord. No. 67-16/17, 11-7-2016)

6-215. Maintenance of Records.

(a) Owners shall preserve and maintain records as the Department determines is necessary for carrying out the purposes of this Ordinance, including but not limited to energy and water bills and any and all other documents received from Tenants and/or Utilities. Such records shall be preserved by Owners for a period of three (3) years. At the request of the Department, such records shall be made available for inspection and audit by the Department.

(b) At the time any occupied Covered Building is transferred, the buyer and seller shall arrange for the seller to provide to the buyer all information necessary for the buyer to report Benchmarking information for the entire year in a timely manner. It shall be a violation of this Ordinance for any seller to fail to so provide any such information.
(Ord. No. 67-16/17, 11-7-2016)

6-216. Violations.

It shall be unlawful for any entity or person including, but not limited to, Owners or Tenants to fail to comply with the requirements of this Ordinance or misrepresent any material fact in a document required to be prepared or disclosed by this Ordinance.
(Ord. No. 67-16/17, 11-7-2016)

6-217. Enforcement and Administration.

(a) The City Manager, the Department or their designee shall enforce the provisions of this Ordinance.

(b) The City Manager, the Department or their designee may promulgate regulations relative to the administration of the

requirements of this Ordinance, as necessary.

(c) If any person or entity including, but not limited to, Owners or Tenants violate any provision of this Ordinance, the following enforcement measures may be taken:

(1) For the first violation, a written warning may be issued; and

(2) Any subsequent or ongoing violation will be subject to a fine of up to \$20.00 per day pursuant to the provisions of Chapter 1, Section 1-15 herein.

(Ord. No. 67-16/17, 11-7-2016)

6-218. Severability.

If any provision of this Ordinance shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions, which shall remain in full force and effect.

(Ord. No. 67-16/17, 11-7-2016)

ARTICLE XI. TENANT HOUSING RIGHTS

6-219. Purpose.

The purpose of this Article is to address housing insecurity in the City of Portland; to minimize the potential adverse impacts of un-noticed or short-notice rent increases; to educate at-will Tenants of their rights; and to help bring about through fair, orderly and lawful procedures, the opportunity of each person within the City of Portland without regard to, among other things, receipt of public benefits, to rent, enjoy and retain secure housing.

(Ord. No. 76-16/17, 11-21-2016)

6-220. Applicability.

This article shall apply to any and all rental housing units in the City limits of Portland.

(Ord. No. 76-16/17, 11-21-2016)

6-221. Definitions.

Discrimination means the unjust or prejudicial treatment of different categories of people, when those categories are protected from discrimination by municipal, state and federal law, including, but not limited to, categories based on race,

color, religious creed, sex, sexual preference, national origin, age, physical handicap or mental handicap, and based on receipt of public assistance, as provided in 5 M.R.S. §4581-A and as amended from time to time.

Housing unit means one (1) or more rooms forming a single unit including food preparation, living, sanitary and sleeping facilities used or intended to be used by two (2) or more persons living in common or by a person living alone.

Landlord means an owner, manager, lessee, sublessee, managing agent or other person having the right to rent or sell or manage any housing unit or rental property or any agent of these individuals or entities.

Tenant means an individual, individuals, an entity, entities, a lessee or sub-lessee, or other person having the right to rent any housing unit or rental property or any agent of these individuals or entities. This definition includes a Tenant at will as described in 14 M.R.S. §6002, as amended from time to time.

(Ord. No. 76-16/17, 11-21-2016)

6-222. Discrimination prohibited in sale or rental of housing units.

(a) A Tenant shall have the right to secure a rental housing unit without being refused that right on the basis of discrimination because of race, color, sex, sexual orientation, physical or mental disability, ancestry, national origin, or family status, pursuant to 5 M.R.S. Section 4581-A, et. seq., as amended from time to time.

(b) A Landlord shall not refuse to rent or impose terms of tenancy on any Tenant who is a recipient of federal, state or local public assistance, including medical assistance and housing subsidies primarily because of the individual's status as a recipient as described in 5 M.R.S. §4581-A(4), as amended from time to time.

(Ord. No. 76-16/17, 11-21-2016)

6-223. Notification of rent increases.

Notwithstanding 14 M.R.S. Section 6015, a Landlord shall give seventy-five (75) days' written notice of any rent increase to a Tenant.

(Ord. No. 76-16/17, 11-21-2016)

6-224. Protection of Tenants.

(a) The Planning Department or its designee shall create and make available on the City's publically accessible web site a plain language document that explains Tenancy at Will and the rights and responsibilities of Tenants and Landlords of rental housing units. That document shall also include a checklist of required notices concerning environmental lead hazards, energy efficiency or radon testing, pursuant to 14 M.R.S. Sections 6030-B, 6030-C, and 6030-D, respectively, as amended from time to time.

(b) The document referenced above shall be provided by Landlords to all Tenants in the City of Portland at the commencement of the rental of a housing unit and shall be provided again upon any update to the document made by the Planning Department.

(c) An acknowledgement of receipt of the documents described above must be signed by all Tenants, and a copy of the acknowledgement kept on file by the Landlord for at least three (3) years and made available for inspection at the request of the City of Portland.

(d) At the time of the annual registration required by Chapter 6, Article VI of the City of Portland Code of Ordinances, all Landlords must certify to the City that they have provided the above-referenced documents to each of their respective Tenants.
(Ord. No. 76-16/17, 11-21-2016)

6-225. Rental Housing Advisory Committee

(a) There is hereby created a Rental Housing Advisory Committee (the "Committee").

(b) The Committee shall be comprised of seven (7) members, including three (3) Landlord representatives, three (3) Tenant representatives and one (1) at-large resident representative who is neither a Tenant nor a Landlord of rental property, all of whom shall be appointed by the City Council. All members of the Committee shall be residents of the City of Portland and shall serve staggered terms set by City Council order.

(c) The Committee shall be co-chaired by one (1) Landlord representative and one (1) Tenant representative as agreed to by

the members of the Committee.

(d) The Committee shall meet not less than quarterly and shall undertake the following duties:

1. Compile and provide the Housing Committee with City of Portland housing market data;
2. Report annually to the Housing Committee on the state of the housing market in the City of Portland; and
3. Provide the Housing Committee with recommendations or proposals for improvements, modifications, or changes to the City's housing ordinances or policies.

(Ord. No. 76-16/17, 11-21-2016)

6-226. Variation by agreement.

No provision of, or right conferred by, this Article may be waived by a Tenant, by agreement or otherwise, and any such waiver shall be void. Any attempt to require, encourage or induce a Tenant to waive any provision hereof or right hereby shall be a violation of this Article. Nothing herein shall be construed to void any term of a lease that offers greater rights than those conferred hereby.

(Ord. No. 76-16/17, 11-21-2016)

6-227. Limitation of liabilities.

(a) Nothing in this Article shall be interpreted to contravene the general laws of the State of Maine; and

(b) Nothing in this Article shall be construed to create additional liabilities greater than those already existing under law or to create new private causes of action.

(Ord. No. 76-16/17, 11-21-2016)

6-228. Enforcement and remedies.

(a) Any violation of sections 6-223, 6-224 and 6-225 of this Article may be considered a civil infraction and may be enforced pursuant to the Portland City Code Chapter 1, §1-15.

(b) Any violation of §6-222 of this Article shall be enforced as required by the Maine Human Rights Act, 5 M.R.S. §§4551, et seq.

(Ord. No. 76-16/17, 11-21-2016)

6-229. Severability.

The provisions of this Article are severable. If any of its provisions are held invalid by act of competent jurisdiction, all other provisions of this Article shall continue in full force and effect.

(Ord. No. 76-16/17, 11-21-2016)