

# TOWN OF PARSONSFIELD

Code Enforcement Office

634 North Road

Parsonsfield, Maine 04047

207-625-4558 or 1392 FAX: 207-625-8172

[CEO@parsonsfeld.org](mailto:CEO@parsonsfeld.org)

Understand our Land Use and Development Ordinance, Shoreland Zoning rules, and Subdivision Ordinance

Administer Land Use and Development Ordinance, Shoreland Zoning rules, and Subdivision Ordinance

If not certified, complete required training in time allotted by State to become certified in the required disciplines

Hold office hours 8 hours a week at Town Office Monday thru Friday, either one full day or two half days covering 8am to 4pm

Help people understand the zoning ordinance and other requirements

Answer questions about procedures and ordinances, and direct people to other parties as needed

Accept building, plumbing, Subsurface Wastewater, electrical, and driveway permits and help people fill out such forms

Accept Site Plan Review and Variance Appeals submissions

Perform building inspections

Perform residential electrical inspections

Perform Subsurface Wastewater Disposal System inspections to State standards

Perform Internal Plumbing inspections to State standards

Issue Occupancy Permits as appropriate

Maintain records of all permits

File permits in assessment folders

Make list of records available to clerk

Attend all Planning Board meetings and Appeals Board meetings

Attend all Site Walks and Public Hearings related to Planning and Appeals Boards

Give guidance to the Planning and Appeals Boards relating the our ordinances

Report to Selectboard at their regularly scheduled meeting at least twice a month, or more as requested

Available by phone