

PACKET NOTES: Prepared for Selectmen's agenda 8/11/2010 Item 5.B

CONTENTS

MEMO 07/09/2010 - Guidelines for the Ordinance Review Committee

COMMITTEE PROGRESS TRACKINGTABLE

MEMO 07/01/2010 - Proposed Ordinance Restricting Vehicle Weight on Posted Ways

ORDINANCE - Restricting Vehicle Weight on Posted Ways [FIRST READING]

29-A M.R.S.A. §§ 2395 - WAYS REQUIRING SPECIAL PROTECTION

MEMO 08/09/2010 - Proposed Victualers Ordinance

ORDINANCE - Victualers and Vendors Ordinance [FIRST READING]

INSPECTION FORMS – Current forms from the Town Clerk

To: Board of Selectmen
From: Herb Maine, (Ordinance Review Committee)
Cc: Scott Seaver
Date: 07/09/2010
RE: Proposed Guidelines for the Ordinance Review Committee

The Board of Selectmen (Board) formed an ad-hoc ordinance review committee (Committee) on 6/30/2010 and appointed me to the committee. This memo describes guidelines for the formation, operation and charge of the Committee. The Board set term of the committee and its general goal as: "to review and make recommendations on as many ordinances as possible before the 2011 annual town meeting.

The Committee will review ordinances based on a memo to the Board dated 6/7/2010 that included an un-prioritized list of tasks that could be undertaken. Considerations use in the order that topics are addressed are: Board requests, the amount of use an existing ordinance has received, the direction of the Town Meeting regarding the nine ordinances adopted by reference.

The goal is to provide a steady stream of proposals and ideas to the Board so that they choose efficiently judge the need and appropriateness of the ideas.

The formation of the Committee will accomplished by soliciting and adopting members loosely based on interests, time and skill sets. Tasks will be assigned to individuals, collected and presented to the board. While and face-to-face meetings of the committee will be noticed they are expected to be infrequent. Most work will be done by individuals while documents are collaboratively worked on via email. All documents and correspondence (email or otherwise) will be collected and made available to the public.

The expected procedure for each ordinance reviewed is:

1. Determine a task
2. Perform research (primarily web-based but other contact may also be employed). Research may also include soliciting conceptual and philosophical ideas from the Board or directly from the public.
3. Draft language based on research
4. Draft a 1 or 2 page memo having (at least) the following sections:
 - a. Current Status: what is currently in place
 - b. Perceived Need: why is this being considered
 - c. Benefits: to the public and municipal government
 - d. Risks: to the public and municipal government
 - e. Research: citation and summary
 - f. Options:
 - g. Recommended Action:
5. Submit the memo and draft to the Board at a regular (or special) meeting for a **FIRST READING**.
6. Take any action requested by the Board.
7. Submit the memo and draft to the Board at a regular (or special) meeting for a **SECOND READING**.
8. Take any action requested by the Board.

Ordinance Review Committee 2010-2011
8/9/2010 10:35

	Team	submitted	1 st Reading	2 nd Reading	Town Meeting	Notes
ORDINANCES ADOPTED BY REFERENCE						
Dog Control						
All Terrain Vehicle Trespass						
Solid Fuel Stove Safety						
Public Swimming Pool						
Dance Hall						
Special Amusement						
Victualers License	hm	11/18/2009				
Solid Waste Facility						
Licenses and Permits						

EXISTING WITH POETENTIAL SECTION REVIEW

Coastal Waters Sections 13.5 and 13.6						
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POTENTIAL NEW ORDINANCES

Weight Limit Posting Roads	hm-jw/pr	6/30/2010				
Cemetery Committee						
Road Plan Committee	hm-jw/pr					
Capital Projects Committee	jw/?					May supplant the Road Plan Committee
Authorize BOS to set fees						Tonw ordinance to authorize BOS
Fees document						Selectmen Ordinance to set fees

CENTRALIZE FEE & PERMITS

Emergency Management						Alter language to all a BOS central doc
Zoning						Alter language to all a BOS central doc
Floodplain Management						Alter language to all a BOS central doc
Growth Management						Alter language to all a BOS central doc
Coastal Waters						Alter language to all a BOS central doc
Parking						Alter language to all a BOS central doc

To: Board of Selectmen
From: Herb Maine, (Ordinance Review Committee)
Cc: Scott Seaver
Date: 7/1/2010
RE: Proposed Ordinance Restricting Vehicle Weight on Posted Ways

This is a rework of the memo date 6/30/2010 based on discussion and comments at last evenings meeting. I have added specific sections that appear to be critical to the decision process and by documenting them ahead of time the hope is to give the Board sufficient information to efficiently process future ordinance proposals.

Current Status: The Town of Chebeague Island has no rules, regulations or ordinance in place governing the restriction of vehicle weight on public ways. The State Statues cited below give municipal officers the authority to impose temporary restrictions and appear to provide a means for the municipal officers to enforce it.

Perceived Need: There appears to be a will on the Board to use weight limit restrictions on our roads. After reviewing 29-A M.R.S.A. § 2395 it seems advisable to refine the rules for our community. As an example: allowing temporary exemptions (and defining how they work) may provide great benefit to contractors and individuals working on the island without endangering our road system. The best illustration is that used by the MDOT rules for State Roads : *This regulation shall not apply to any closed highway which is solidly frozen. The highway is considered "solidly frozen" only when the air temperature is 32 degrees Fahrenheit or below and no water is showing in the cracks of the road. Both conditions must be met.*

Without passing rules or an ordinance the Selectmen don't have the authority to make such an exemption and no defined procedure.

Benefits: The primary benefit is to specify posting details and clarify exemptions beyond those in Statute (the model ordinance pretty much echoes the MaineDOT rules and regulations established in 1996). It may also allow the Board to designate a Town Official such as the Road Commissioner to carry out some of the functions that are expected to be done by the Board.

Risks: Adopting rules or an ordinance would increase the body of rules that govern the town and poorly written documents could cause confusion. Town Staff will likely assist in administering the ordinance (granting temporary exemptions and enforcing).

Research: The phrase "Maine Restricting Vehicle Weight" placed in a Google search will yield a host of documents. Towns that have based their ordinance on the model ordinance include: Vinalhaven, Holden, Harpswell, Veazie, Randolph, Dixmont, Arundel, York, Freedom, Gardiner, Bath, Sebago, Presque Isle and others.

Gouldsboro does not appear to have adopted the model ordinance and relies on the State Statute.

The town of Fryeburg adopted the model ordinance but is considering changes.
<http://www.fryeburgmaine.org/public-works.html> - Fryeburg Town Web Site

Currently there is a procedure in place which requires a permit to travel over a pos ted roadway if the vehicle is registered for a gross weight of more than 23,000 pounds unless otherwise posted . There are exemptions which include but are not limited to school buses, emergency vehicles, heating fuel trucks, and solid waste trucks. The permit application and \$75 application fee can be filed with the Code Enforcement Officer along with a \$10,000 insurance bond.

The Selectmen , along with the Road Commissioner and CEO, have been working to amend the procedure for traveling over pos ted roads and new standards are expected to be in place prior to the spring "mud season".

The following is from MMA:

For temporary (seasonal) closings, the municipal officers may adopt "rules" (29-A M.R.S.A. § 2395). To regulate traffic permanently, however, they must enact "ordinances" (30-A M.R.S.A. § 3009).

No matter what they are called, these regulations should be adopted only at a public meeting of the board; public notice of the meeting, given at least 7 days in advance, and a copy of the proposed regulations should be posted in all the places where town meeting warrants are usually posted.

<http://www.memun.org/members/infopks/Legal/roadweights.htm>

Recommended Action

If the Board of Selectmen wishes to post weight limits on roads on a temporary basis then it is advisable to adopted rules and regulations specific to Chebeague. If the Board wishes to be able to permanently restrict some roads then an ordinance is more appropriate.

Adopting "rules" or an "ordinance" regard weight retrictions on public ways appears to be in the purview of the Board and does not need to go to Town Meeting (but must be noticed as if they were).

The recommendation is to adopt the ordinance as drafted and presented to the Board on 6/30/2010.

**RESTRICTING VEHICLE WEIGHT
ON POSTED WAYS
ORDINANCE**

**of the Town of Chebeague Island
MAINE**

Adopted by the Town Meeting:

Effective:

Attest:

Town Clerk

Seal:

SECTION 101. TITLE

This Ordinance shall be known as and may be cited as the “Restricting Vehicle Weight on Posted Ways Ordinance in the Town of Chebeague Island, Maine,” and shall be referred to herein as “this Ordinance” or “this chapter”.

SECTION 102. PURPOSE AND AUTHORITY

The purpose of this Ordinance is to prevent damage to town ways and related structures in the Town of Chebeague Island which may be caused by vehicles of excessive weight, to lessen safety hazards and the risk of injury to the traveling public, to extend the life expectancy of town ways and related structures, and to reduce the public expense of their maintenance and repair. This Ordinance is adopted pursuant to 30-A M.R.S.A. § 3009 and 29-A M.R.S.A. §§ 2395 and 2388.

SECTION 103. DEFINITIONS

- a) **Related Structures.** The term ‘related structures’ shall refer to any and all structures that are considered to be part of the road system in the Town of Chebeague Island and including but not limited to: bridges and culverts, public parking areas, ramps for water access, the Stone Wharf, and access ways for Chandler’s Pier.
- b) **Temporary Exemption.** A temporary exemption may be granted in accordance with Section 105 of this ordinance. A temporary exemption is defined as one traverse of the posted way or related structure. A traverse may be considered the trip both to and from a destination for a specific purpose.
- c) The definitions contained in Title 29-A M.R.S.A. shall govern the construction of words contained in this Ordinance.
- d) Any words not otherwise defined therein shall be given their common and ordinary meaning.

SECTION 104. RESTRICTIONS AND NOTICES

The municipal officers may, either permanently or seasonally, impose such restrictions on the gross registered weight of vehicles as may, in their judgment, be necessary to protect the traveling public and prevent abuse of the road system, and designate the town ways and related structures to which the restrictions shall apply.

Whenever notice has been posted as provided herein, no person may thereafter operate any vehicle with a gross registered weight in excess of the restriction during any applicable time period on any way or related structure so posted unless otherwise exempt as provided herein.

The notice shall contain, at a minimum, the following information: the name of the way or related structure, the gross registered weight limit, the time period during which the restriction applies, the date on which the notice was posted, and the signatures of the

municipal officers or their designee. The notice shall be conspicuously posted at each end of the restricted portion of the way or related structure in a location clearly visible from the traveled way

Whenever a restriction expires or is lifted, the notices shall be removed wherever posted. Whenever a restriction is revised or extended, existing notices shall be removed and replaced with new notices. No person may remove, obscure or otherwise tamper with any notice so posted except as provided herein.

SECTION 105. EXEMPTIONS

The following vehicles are exempt from this ordinance:

- a) Any two-axle vehicle while delivering home heating fuel;
- b) Any vehicle while engaged in highway maintenance or repair under the direction of the State or Town;
- c) Any emergency vehicle (such as fire fighting apparatus or ambulances) while responding to an emergency;
- d) Any school transportation vehicle while transporting students;
- e) Any public utility vehicle while providing emergency service or repairs;
- f) Any vehicle detoured by a law enforcement officer at an accident scene; and
- g) Any owner or operator granted a temporary exemption by the road commissioner.

The owner or operator of any vehicle may request a temporary exemption by written request to the road commissioner. In determining whether to allow a temporary exemption, the road commissioner shall consider the following factors:

- a) the gross registered weight of the vehicle;
- b) the current and anticipated condition of the way or related structure;
- c) the number and frequency of vehicle trips proposed;
- d) the cost and availability of materials and equipment for repairs;
- e) the extent of use by other exempt vehicles; and
- f) such other circumstances as may, in their judgment, be relevant.

The road commissioner may require the applicant to tender cash, a bond or other suitable security running to the municipality in an amount sufficient, in their judgment, to repair any damage incurred as a result of granting a temporary exemption.

For cases where restrictions are imposed to protect roads during spring thaw conditions the criteria of ambient temperatures below 32°F and no visible unfrozen water on the surface or in road defects may be used to grant a temporary exemption.

The road commissioner shall record all exemptions granted stating the applicants name, vehicle weight, date and times of the temporary exemption, public ways involved and the reason for the temporary exemption.

Rulings made by the road commissioner under Section 105 of this ordinance may be appealed to the municipal officers.

SECTION 106. ADMINISTRATION AND ENFORCEMENT

This Ordinance shall be administered and may be enforced by the municipal officers, the road commissioner, code enforcement officer or law enforcement officer with jurisdiction in the Town of Chebeague Island.

SECTION 107. PENALTIES

Any violation of this Ordinance shall be a civil infraction subject to a fine of not less than \$250.00 nor more than \$1000.00. Each violation shall be deemed a separate offense. In addition to any fine, the municipality may seek restitution for the cost of repairs to any damaged way or related structure and reasonable attorney fees and costs. Prosecution shall be in the name of the municipality and shall be brought in the Maine District Court.

SECTION 108. AMENDMENTS

This Ordinance may be amended by the municipal officers or Town Meeting at any properly noticed meeting.

SECTION 109. SEVERABILITY

In the event any portion of this Ordinance is declared invalid by a court of competent jurisdiction, the remaining portions shall continue in full force and effect.

29-A §2395. WAYS REQUIRING SPECIAL PROTECTION

29-A §2395. WAYS REQUIRING SPECIAL PROTECTION

1. Right of the Department of Transportation. The Department of Transportation may restrict the weight or passage of any vehicle over any way when, in its judgment, such passage would be unsafe or likely to cause excessive damage to the way or bridge. Nothing in this Title may be construed to restrict or abridge this right.

[1995, c. 1, §26 (COR) .]

2. Rules. The Department of Transportation, county commissioners and municipal officers may adopt rules to ensure proper use and prevent abuse of the public ways under their respective jurisdictions whenever those ways require special protection. Rules issued pursuant to this section are exempted from the provisions of the Maine Administrative Procedure Act, Title 5, chapter 375.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

3. Designation by the Department of Transportation. The Department of Transportation may designate state and state aid highways and bridges over which restrictions on gross weight, speed, operation and equipment apply during periods of the year determined by the Department. It is unlawful for any vehicle to travel over public ways with a gross registered weight exceeding that prescribed by the Department and traveling with a load other than tools or equipment necessary for operation of the vehicle.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

4. Designation by counties and municipalities. County commissioners and municipal officers may designate public ways other than those in subsection 3 and impose restrictions within their respective jurisdictions similar to those made by the Department of Transportation under subsection 3. Any vehicle delivering home heating fuel and operating in accordance with a permit issued by the Department of Transportation pursuant to this section may travel over any county or town way without a specific municipal or county permit. A municipality may impose additional restrictions for home heating fuel delivery trucks to operate on public ways within that municipality but may not require a permit to operate according to those restrictions.

[1999, c. 600, §1 (AMD) .]

4-A. Municipal permit not required during declared drought emergency. Notwithstanding subsection 4, during a period of drought emergency declared by the Governor pursuant to Title 37-B, section 742, a person operating a vehicle that is transporting well-drilling equipment for the purpose of drilling a replacement water well or for improving an existing water well on property where that well is no longer supplying sufficient water for residents or agricultural purposes may travel over a county or municipal way without a specific county or municipal permit, as long as the following conditions are met:

- A. The operator of the vehicle is operating in accordance with a permit issued by the Department of Transportation when a department permit is required for a road or way necessary to reach the county or municipal way on which the property to be drilled is situated; [2001, c. 540, §1 (NEW) .]
- B. The municipal or county manager or, in the absence of a municipal or county manager, a municipal or county officer or road commissioner is notified in advance; and [2001, c. 540, §1 (NEW) .]
- C. The operator of the vehicle is traveling on a road that is posted by a county or municipality in accordance with any additional restrictions the municipality or county may impose, excepting any requirement for a specific county or municipal permit. [2001, c. 540, §1 (NEW) .]

[2001, c. 540, §1 (NEW) .]

5. Notice. A notice specifying the designated sections of a public way, the periods of closing and prescribed restrictions or exclusions must be conspicuously posted at each end of the public way requiring special protection in accordance with this section.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

6. Enforcement. Municipal officers within their respective municipalities have the same power as the State Police in the enforcement of this section and of all rules of the Department of Transportation, the county commissioners and the municipal officers that pertain to this section. The municipal officers, in such cases, serve without compensation.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

7. Violation. A violation of this section is a traffic infraction punishable by a fine, which may not be suspended, or not less than \$250.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

8. Information on bridges. Whenever necessary, the Department of Transportation may provide to municipal and county officials information concerning the capacity of bridges under the jurisdiction of those officials and the advisability of posing those bridges.

[1993, c. 683, Pt. A, §2 (NEW); 1993, c. 683, Pt. B, §5 (AFF) .]

SECTION HISTORY

1993, c. 683, §A2 (NEW). 1993, c. 683, §B5 (AFF). RR 1995, c. 1, §26 (COR). 1999, c. 600, §1 (AMD). 2001, c. 540, §1 (AMD).

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To: Board of Selectmen
 From: Herb Maine, (Ordinance Review Committee)
 Cc: Scott Seaver
 Date: 8/9/2010
 RE: Proposed Victualer’s Ordinance

Current Status: The Victualer’s ordinance current in effect was adopted at the first Town Meeting on 07/01/2007 by reference to the “Town of Cumberland Victualer’s Licenses, and Vending Victualer’s License Ordinance”. It was adopted by Cumberland in 1979 and amended as recently as 2005.

Perceived Need: The directive from the 7/1/2007 Town Meeting stated: *“These ordinances shall remain in effect until replaced by the adoption of new ordinances at a Special Town Meeting held within 180 days of July 1,2007”*.

Beyond that directive municipalities vary in their stated purpose from “to set a fee” (Yarmouth, Hampden & Skowhegn) to ensuring a ‘safe and sanitary environment’ (Freeport).

Benefits: The new ordinance seeks to provide the following:

- Clarify requirements
- Clarify inspection criteria and grounds for denial
- Simplify renewal for the applicant

Risks: An overly restrictive process could be a deterrent to business while providing little or no additional public safety benefits.

Research:

Town	Fee	Inspections	Requirements
Yarmouth (2 pages)	\$50	Health Officer only	CEO certification for grease trap
Hampden (2 pages)	none	CEO & fire inspector required	1 year license requires hearing each year (in the month issued) but a waiver can be requested after 5 consecutive years.
Skowhegan (3 pages)	\$25	No mention. CEO reviews for a determination to assure compliance with the ordinances – may imply an inspection.	Annual Hearing required by Selectmen. Hearing on ‘original’ application required no mention of a renewal or license term.
Freeport (3 pages)	\$135	1 st time CEO and Fire Chief required – also if any alterations occurred. Renewal states that the applicant must certify that they meet code and have paid taxes.	Annual renewal is municipal Officer review
Current(Cumberland) (6 pages)	Set by BOS	Annual: Health Office, CEO and Fire Chief	Specific ‘safety and sanitary requirements’

Long Island, ME (26 pages)			Significant requirements taken unmodified from Portland (still has references to the 'city')
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Recommended Action

Provide direction on the following questions:

1. Extent of inspections:
 - a. Are all three necessary?
 - b. At every renewal?
2. Does the Board wish to be involved in renewals?

DRAFT 22, PRINTED: 8/9/2010 9:22 AM

VICTUALERS AND VENDORS LICENSE ORDINANCE

**of the Town of Chebeague Island
MAINE**

Adopted by the Town Meeting: July 1, 2007

Effective: July 1, 2007

Revised: January 16, 2009

Attest:

Town Clerk

Seal:

SECTION 101. PURPOSE

The purpose of the Victualers and Vendors License Ordinance is to insure that establishments serving food or drink intended for consumption by the public prepare their food and drink in a safe and sanitary environment.

SECTION 102. DEFINITIONS

VICTUALER (pronounced: *vit-a-ler*) shall mean any person who operates a business that prepares and/or serves food or drink for consumption by the public within the Town of Chebeague Island.

EATING ESTABLISHMENT shall mean any establishment; fixed, temporary or mobile that serves food or drink to the public but specifically shall not include the operation of a farm stand selling locally grown produce or sale of food or drink from a temporary sidewalk stand operated by minors immediately adjacent to their residence.

TOWN INSPECTOR shall mean an individual elected or appointed to represent the Town of Chebeague Island and may include the Fire Chief, Health Inspector, Code Enforcement Officer.

SECTION 103. LICENSE

It shall be unlawful for any victualer to operate an eating establishment within the Town of Chebeague until they have met the requirements of this ordinance and been granted a victualer’s license by the Board of Selectmen. All licenses granted under this ordinance expire on June 30 of the year for which they are issued. The Town Clerk shall provide forms for the applicant and the inspections.

SECTION 104. LICENSING PROCEDURE

New license application forms are provided by the Town Clerk. The Board of Selectmen will approve or deny a completed new license application at the next regular meeting of the Board. Renewal forms are provided by the Town Clerk and are reviewed and approved or denied by the Board of Selectmen in the spring of the year, prior to the June expiration. The Board of Selectmen may allow a Victualer’s license to lapse for 12 months and still consider a renewal application.

SECTION 105. REQUIREMENTS

The applicant is responsible for completing the form and necessary inspections from Town Officials returning the completed form to the Town Clerk. Prior to the Selectmen meeting applications new or renewal applications must include:

1. Completed application
2. Written report filed by town inspector for:
 - 2.1. Fire Safety
 - 2.2. Public Health safety
 - 2.3. Building Code Compliance

SECTION 106. GROUNDS FOR DENIAL

Grounds for denial include but are not limited to:

- Failed inspection by any town inspector
- Incomplete Application
- Unpaid license fees (past or present) due the Town of Chebeague
- Unpaid taxes for the eating establishment due the Town of Chebeague

SECTION 107. INSPECTIONS

DRAFT 22, PRINTED: 8/9/2010 9:22 AM

The Board of Selectmen may require an inspection of any licensee at any time during regular business hours for the licensee if they have determined sufficient cause.

Each town inspector will make timely inspections according to their regular schedule and provide a completed inspection form to the Town Clerk in a timely fashion.

SECTION 108. SUSPENSION & REVOCATION

The Municipal Officers may suspend or revoke a license under this Ordinance for serious or repeated violations of the terms of the Ordinance if the Municipal Officers determine that the licensee is unfit to hold a license. Such suspension or revocation may occur only after an investigation and hearing by the Municipal Officers, notice of such hearing being served upon such licensee or left at the licensee's premises at least three (3) days before the time set for said hearing.

SECTION 109. REINSTATEMENT OF LICENSE

The licensee may at any time after a suspension make application in writing for reinstatement of the license to the Board of Selectmen representing that the condition for which the suspension was imposed has been corrected. The Town Clerk will arrange an appropriate inspection to determine that the condition has been corrected and the Board will rule on reinstatement no later than the next regularly Selectmen's meeting.

SECTION 110. SEVERABILITY

Should any provisions of this ordinance be declared invalid for any reason, such declaration shall not affect the validity of other provisions or of this ordinance as a whole, it being the legislative intent that the provisions of this ordinance shall be severable and remain valid notwithstanding such declaration.

**Town of Chebeague Island
Fire Prevention Bureau
Victualer's License Inspection**

P.O. Box 22
192 North Road
Chebeague Island, Maine 04017

Phone 846-3148
Fax 846-6413

Company Name: _____ Phone Number: _____
Address: _____ Contact Person: _____

Inspection Criteria:

Fire Alarm	Yes: _____	No: _____	N/A: _____
Electrical Panel	Yes: _____	No: _____	N/A: _____
Emergency Lighting	Yes: _____	No: _____	N/A: _____
Exits	Yes: _____	No: _____	N/A: _____
Exits Signs	Yes: _____	No: _____	N/A: _____
Improper use of Extension Cords	Yes: _____	No: _____	N/A: _____
Fire Extinguisher(s) present & tagged	Yes: _____	No: _____	N/A: _____
Fire Protection Systems in order	Yes: _____	No: _____	N/A: _____
Exhaust Hoods in Proper order	Yes: _____	No: _____	N/A: _____
Flammable/Combustible Liquids properly stored	Yes: _____	No: _____	N/A: _____
Accumulation of Rubbish/Trash	Yes: _____	No: _____	N/A: _____

Summary of Deficiencies/Hazards:

Recommended time of Compliance: _____

Inspected by: _____ Date: _____

Is a re-visit required? Yes: _____ No: _____

Business passed inspection on: _____

Signature: _____

Town of Chebeague Island Health Officer Report

P.O. Box 22
192 North Road
Chebeague Island, Me 04017

Phone: 846-3148
Fax: 846-6413

Name of Restaurant/Take Away: _____
Address: _____ Phone: _____
State License Number: _____ Expires: _____

___ Food Supply and Source: _____
___ Food Preparation & Protection: _____
___ Food Temperature: _____
___ Food Handlers: _____
___ Equipment & Utensils: _____
___ Dishwashing: _____
___ Toxic Materials: _____
___ Water Supply/date of last testing: _____
___ Waste water/septic permit: _____
___ Toilet & Hand Wash Facilities: _____
___ Maintenance of physical facilities: _____
___ Insect/Rodent Control: _____
___ Rubbish/Recycling: _____
___ Pumbing/cross-connections: _____
___ Vending Machines: _____

Additional Comments/Recommendations:

PASSED: _____

PASSED APPROVAL PENDING: _____

Health Officer; _____

Date: _____