

# **Code of Ordinances – Index**

## **Town of Portland, Connecticut**

### **Chapter 1, GENERAL PROVISIONS**

- Section 1-1, How Code designated and cited
- Section 1-2, Definitions and rules of construction
- Section 1-3, Effect of Code on prior actions and obligations
- Section 1-4, Catchlines, history notes and references
- Section 1-5, Effect of repeal of ordinance
- Section 1-6, Validity and severability
- Section 1-7, Altering Code
- Section 1-8, Amendments to Code
- Section 1-9, Supplementation of Code
- Section 1-10, Certain ordinances not affected by Code
- Section 1-11, General penalty

### **Chapter 2, ADMINISTRATION**

#### **Article I – IN GENERAL**

- Section 2-1, Town seal
- Section 2-2, Elector’s meetings, town meetings
- Section 2-3, Official town depository
- Section 2-4, Fiscal year
- Section 2-5, Annual budget meeting
- Section 2-6, Voting machines
- Section 2-7, Number of justices of the peace
- Section 2-8, Two shifts of election officials
- Section 2-9, Election officials excluded from social security agreement
- Section 2-10, Location of public sign post

#### **Article II – OFFICERS AND EMPLOYEES**

##### Division 1, Generally

##### **Ethics Ordinance:**

- Section 1-1, Declaration of Policy
- Section 1-2, Purpose of this Ordinance
- Section 1-3, Definitions
- Section 1-4, Town Representative Protections

##### **Applicability of the Ordinance:**

- Section 1-5, Who is Covered
- Section 1-6, Duties of Town Representatives
- Section 1-7, Conflict of Interest and Personal Benefits Prohibited
- Section 1-8, Complicity
- Section 1-9, Certain Prohibited Deliberations and Voting
- Section 1-10, Duty to Leave Meeting
- Section 1-11, Public Contracts
- Section 1-12, Disclosure of Conflict of Interest or Potential Conflict of Interest
- Section 1-13, Outside Employment
- Section 1-14, Prohibited Abuses or Misuses of Position

Section 1-15, Candidates for Town Representative Positions: Honesty Required

**Post Service Activities:**

Section 1-16, Prohibited Activities

**Ethics Commission:**

Section 1-17, Duties and Powers of the Commission

Section 1-18, Filing of Ethics Complaint

**Rules Applicable to Probable Cause Proceedings:**

Section 1-19, Generally

**Proceedings Following Finding of Probable Cause:**

Section 1-20, Scheduling the Hearing

Section 1-21, The Hearing

Section 1-22, The Decision

Section 1-23, Limitations on the Commission's Power

Section 1-24, Confidentiality

Section 1-25, Statute of Limitations

**Ordinance Interpretation:**

Section 1-26, Construction

Section 1-27, Severability

Section 2-31, Payment of sick leave

Section 2-32, Old age and survivors insurance

Division 2, Retirement System

Section 2-51, Established

Section 2-52, Administration generally

Section 2-53, Appropriations

Section 2-54, Other benefits

Section 2-55, Benefits for dependents, survivors

Section 2-56, Volunteer members of the town fire department

**Article III – BOARDS, COMMISSIONS, AND COMMITTEES**

Division 1, Generally

Section 2-91, Implementation of Provisions of Section 9-204b of the Connecticut General Statutes Regarding Non-Restrictive Voting for Members of the Board of Education

Division 2, Board of Finance

Section 2-111, Alternate members of board of finance

Division 3, Conservation Commission

Section 2-121, Establishment; membership; appointment; terms of office; chairperson

Section 2-122, Powers and duties

Division 4, Participation in the Connecticut River Valley Council of Elected Officials

Section 2-123, Authorization to form and join the Connecticut River Valley Council of Elected Officials

Section 2-124, Representation

**Chapter 3, ALCOHOLIC BEVERAGES**

Section 3-1, Sunday sale of liquor

## **Chapter 4, AMUSEMENTS**

### **Article I – IN GENERAL**

Section 4-1, Entertainments, concerts, celebrations

Section 4-2, Adoption of bazaar and raffle law

### **Article II – COIN-OPERATED AMUSEMENT MACHINES**

#### Division 1, Generally

Section 4-21, Definitions

Section 4-22, Gambling devices not permitted

Section 4-23, Prohibitions and restrictions

Section 4-24, Penalty

#### Division 2, License

Section 4-41, Required

Section 4-42, Application

Section 4-43, Investigation of applicants

Section 4-44, Fees

Section 4-45, Display

Section 4-46, Exclusive to individual machine

Section 4-47, Change of location; transfer of business

Section 4-48, Revocation

## **Chapter 5, ANIMALS**

Section 5-1, Feeding of raccoons and other wild animals prohibited

Section 5-2, Removal of dog litter

Section 5-3, Roaming and nuisance animals

Section 5-4, Regulation of vicious dogs

## **Chapter 6, BUILDINGS AND BUILDING REGULATIONS**

Section 6-1, Building permit fees

Section 6-2, Demolition of buildings and structures

Section 6-3, Withholding of approval of building applications when taxes and/or water and/or sewer charges are delinquent

## **Chapter 7, EMERGENCY PREPAREDNESS**

### **Article I – IN GENERAL**

Section 7-1, Emergency dispatch center

### **Article II – CIVIL PREPAREDNESS AGENCY**

Section 7-21, Direction; organizational subdivisions

Section 7-22, Advisory council

Section 7-23, General responsibility

Section 7-24, Equipment, supplies

Section 7-25, Emergency situations-First Selectman

Section 7-26, Same-Declaration

Section 7-27, Same-Disaster assistance

## **Chapter 8, FIRE PREVENTION AND PROTECTION**

**Article I – WATER RESERVOIRS**

Section 8-1, Fire Department Water Reservoir Installation Requirements

**Article II – BULK PROPANE STORAGE**

Section 8-10, Purpose

Section 8-11, Terms

Section 8-12, Bulk Fuel Storage Prohibited

Section 8-13, Exemptions

Section 8-14, Severability and Savings Clause

**Chapter 9, HEALTH AND SANITATION**

**Article I – IN GENERAL**

Section 9-1, Litter on highways

**Article II – FOOD SERVICE ESTABLISHMENTS**

Division 1, Generally

Section 9-21, Definitions

Section 9-22, Toilet facilities

Section 9-23, Submission of plans

Section 9-24, Pre-operation inspection

Section 9-25, Penalties

Division 2, License

Section 9-41, Required

Section 9-42, Application

Section 9-43, Inspection, issuance

Section 9-44, Fee

Section 9-45, Expiration

Section 9-46, Suspension

Section 9-47, Revocation

Section 9-48, Reinstatement

Section 9-49, Service of notices

**Chapter 10, HOUSING**

**Article I – IN GENERAL**

Section 10-1, Purpose

Section 10-2, Legislative finding

Section 10-3, Title

Section 10-4, Definitions

Section 10-5, Liability of officials

Section 10-6, Penalties

**Article II – RESPONSIBILITIES OF OWNERS AND OCCUPANTS**

Section 10-21, Dwellings and premises to be clean, sanitary and fit before occupancy

Section 10-22, Owner to keep shared or public areas sanitary

Section 10-23, Occupant to maintain premises in sanitary condition

Section 10-24, Safe and sanitary disposal of rubbish

Section 10-25, Safe and sanitary storage of garbage and organic waste

Section 10-26, Facilities for storage or disposal of garbage and rubbish required

Section 10-27, Screening  
Section 10-28, Extermination of insects and rodents  
Section 10-29, Use and operation of plumbing fixtures

**Article III – MINIMUM STANDARDS FOR BASIC EQUIPMENT AND FACILITIES**

Section 10-51, Compliance with article required  
Section 10-52, Kitchen sink  
Section 10-53, Cabinets or shelves  
Section 10-54, Stove and refrigerator  
Section 10-55, Flush water closet required  
Section 10-56, Lavatory sink required  
Section 10-57, Bathtub or shower required  
Section 10-58, Means of egress required

**Article IV – MINIMUM STANDARDS FOR LIGHT AND VENTILATION**

Section 10-81, Compliance with article required  
Section 10-82, Minimum window or skylight areas required  
Section 10-83, Operable window or skylight areas required  
Section 10-84, Lighting and ventilation requirements for bathroom and water closet compartments  
Section 10-85, Electrical service, outlets and fixtures  
Section 10-86, Lighting in public halls and stairways in multiple dwellings

**Article V – MINIMUM THERMAL STANDARDS**

Section 10-101, Compliance with article required  
Section 10-102, Heating facilities required; minimum temperature capability required  
Section 10-103, Room heaters

**Article VI – GENERAL SAFE AND SANITARY MAINTENANCE REQUIREMENTS**

Section 10-121, Compliance with article required  
Section 10-122, Maintenance standards for structural parts of dwellings  
Section 10-123, Windows; exterior doors; basement hatchways  
Section 10-124, Windows and doors to be secured against insects and rodents  
Section 10-125, Rat-proofing  
Section 10-126, Structural safety  
Section 10-127, Plumbing fixtures  
Section 10-128, Water closet compartment; bathroom floor surface  
Section 10-129, Supplied facilities; safe and effective  
Section 10-130, Removal, discontinuances, of service facilities or utilities  
Section 10-131, Fire protection codes

**Article VII – SPACE, USE AND LOCATION REQUIREMENTS**

Section 10-151, Compliance with article required  
Section 10-152, Minimum floor space required for occupancy  
Section 10-153, Minimum floor space required in sleeping rooms  
Section 10-154, Room arrangements  
Section 10-155, Ceiling height and minimum floor space  
Section 10-156, Use of space below grade as habitable room  
Section 10-157, Storage space  
Section 10-158, Number of occupants

Section 10-159, Storage for toxic materials

**Article VIII – ROOMING HOUSES**

Section 10-176, Compliance with article required

Section 10-177, Permit; application, display, transferability, expiration

Section 10-178, Facilities required

Section 10,179, Bed linen and towels

Section 10-180, Minimum floor space in sleeping rooms

Section 10-181, Means of egress from rooming units required

Section 10-182, Applicability of rooming house provisions to hotels and motels

Section 10-183, Suspension of permits; hearing

**Article IX – INSPECTIONS OF DWELLINGS, DWELLING UNITS AND PREMISES**

Section 10-201, Authorization to inspect; right of entry; purpose; policy re notice

Section 10-202, Owner or occupant to grant right of entry; search warrant to be obtained upon denial; emergency right of entry

**Article X – ENFORCEMENT**

Section 10-221, Notice of violations

Section 10-222, Court order required upon refusal to allow inspection

**Article XI – HEARINGS AND APPEALS**

Section 10-241, Notice of violation; hearing; filing of petition; notice

Section 10-242, Withdrawal of notice of violation

Section 10-243, Powers of housing code board of appeals

Section 10-244, Proceedings to be reduced to writing

Section 10-245, Housing board of appeals created

Section 10-246, Rules and regulations of housing board of appeals

Section 10-247, Emergency orders; appeal; penalty for failure to comply

Section 10-248, Judicial review of decision

**Article XII – CONDEMNATION**

Section 10-261, Defects requiring condemnation; placarding

Section 10-262, Condemned building to be vacated

Section 10-263, Approval to reoccupy condemned building required

Section 10-264, Defacing or removal placard prohibited

Section 10-265, Hearing on condemnation notice or order

Section 10-266, Demolishing of building authorized

Section 10-267, Private rights of action not affected

Section 10-268, Destruction of building by town at owner's expense

**Chapter 11, LICENSES AND BUSINESS REGULATIONS**

**Article I – REGULATION OF VENDORS AT TOWN FESTIVAL AND OTHER EVENTS**

Section 11-1, Purpose

Section 11-2, Definitions

Section 11-3, License required

Section 11-4, Penalty for violations

**Article II – SCAVENGERS**

Section 11-21, Permit required

Section 11-22, Application for permit

Section 11-23, Regulations

### **Article III – PEDDLERS AND HAWKERS**

- Section 11-41, Definitions
- Section 11-42, Exemptions
- Section 11-43, License required; fee; revocation
- Section 11-44, Activities restricted
- Section 11-45, Penalty for violations

### **Article IV – CLOSING-OUT SALES**

- Section 11-61, Definitions
- Section 11-62, Licenses
- Section 11-63, Application for municipal license
- Section 11-64, Suspension or revocation of municipal license
- Section 11-65, Posting of notices during sale
- Section 11-66, Only listed items to be sold
- Section 11-67, Length of sale
- Section 11-68, Additional goods not to be ordered within sixty days of license application
- Section 11-69, Continuation of business after sale prohibited
- Section 11-70, Exemptions
- Section 11-71, Exceptions
- Section 11-72, Penalty

## **Chapter 12, OFFENSES AND MISCELLANEOUS PROVISIONS**

### **Article I – IN GENERAL**

- Section 12-1, Loitering prohibited
- Section 12-2, Swimming, underwater swimming or diving in quarries prohibited
- Section 12-3, Possession, consumption of alcoholic liquor in public

### **Article II – ADULT-ORIENTED ESTABLISHMENTS**

- Section 12-31, Findings and purpose
- Section 12-32, Definitions
- Section 12-33, Requirements for adult-oriented establishments
- Section 12-34, Minimum distances from youth facilities
- Section 12-35, Minimum distances from other adult-oriented establishments
- Section 12-36, Exemptions for preexisting uses
- Section 12-37, Violations and penalties

### **Article III – NOISE**

- Section 12-40, Declaration of policy
- Section 12-41, Definitions
- Section 12-42, Applicability
- Section 12-43, Exemptions
- Section 12-44, Noise level measurement procedures
- Section 12-45, Noise levels
- Section 12-46, Penalties for offenses
- Section 12-47, Variances
- Section 12-48, Interpretation; severability

### **Article IV – RESIDENTIAL FALSE ALARM ORDINANCE**

- Section 12-50, Purpose and intent

- Section 12-51, Definitions
- Section 12-52, Alarm errors, mistakes or malfunctions; penalty
- Section 12-53, Intentional false alarm; penalty
- Section 12-54, Hearings
- Section 12-55, Failure to pay fines
- Section 12-56, Liability; invalidity

### **Chapter 13, PARKS AND RECREATION**

- Section 13-1, Regulation of motor boats on Great Hill Lake
- Section 13-2, Use of motors on Jobs' Pond prohibited
- Section 13-3, Use of parks, recreation areas after dark

### **Chapter 14, PLANNING**

#### **Article I – IN GENERAL**

- Section 14-1, Fee for land use applications
- Section 14-2, Community development action plan

#### **Article II – ECONOMIC DEVELOPMENT COMMISSION**

- Section 14-21, Acceptance of statutes
- Section 14-22, Establishment, purpose
- Section 14-23, Filling vacancies
- Section 14-24, Development and industrial commission designated

#### **Article III – PLANNING AND ZONING COMMISSION**

- Section 14-41, Created, composition
- Section 14-42, Zoning commission designated
- Section 14-43, Terms of members
- Section 14-44, Powers, authority
- Section 14-45, Alternate members

#### **Article IV – REGIONAL PLANNING AGENCY**

- Section 14-61, Creation
- Section 14-62, Local representation
- Section 14-63, Resignation of member

#### **Article V – OPEN SPACE AND RECREATIONAL ACQUISITION FUND**

- Section 14-71, Fund established
- Section 14-72, Annual deposit
- Section 14-73, Fund not to lapse or be deemed abandoned
- Section 14-74, Remaining balance at time of termination
- Section 14-75, Types of land to considered for acquisition
- Section 14-76, Consideration of acquisition of land
- Section 14-77, Purchases in excess of ten thousand dollars

#### **Article VI – AQUIFER PROTECTION AREA LAND USE REGULATIONS**

- Section 14-90, Concerning the Designation of the Planning and Zoning Commission as the Town's Aquifer Protection Agency
- Section 14-91, Designation and membership
- Section 14-92, Regulations to be adopted
- Section 14-93, Inventory of Land Use

## **Chapter 15, POLICE**

- Section 15-1, Statutory authority
- Section 15-2, Removal from duties
- Section 15-3, Notice of termination
- Section 15-4, Contracts of employment

## **Chapter 16, SOLID WASTE MANAGEMENT**

### **Article I – IN GENERAL**

- Section 16-1, Fees for use for recycling/transfer facility
- Section 16-2, Disposal of appliances containing chlorofluorocarbons

### **Article II – SOLID WASTE DISPOSAL**

- Section 16-21, Definitions
- Section 16-26, Maintaining current information required
- Section 16-29, Town officials and employees shall refuse to permit deposit of waste in violation of this article
- Section 16-30, Written certification of source and class of solid waste
- Section 16-31, Permit holders to obey rules of recycling/transfer facility area
- Section 16-32, Permit holders to comply with all applicable laws
- Section 16-33, Board of selectmen to make additional regulations
- Section 16-34, Revocation suspension; fines; application for reinstatement
- Section 16-35, Disposal by persons, businesses and organizations
- Section 16-36, Permit stickers
- Section 16-38, Recycling required
- Section 16-40, Designation of enforcement agent
- Section 16-41, Scavenging prohibited
- Section 16-42, Enforcement and penalties

## **Chapter 17, STREETS AND SIDEWALKS**

### **Article I – IN GENERAL**

- Section 17-1, Curb lines

### **Article II – TOWN STREETS AND HIGHWAYS**

#### Division 1, Generally

- Section 17-21, Definitions
- Section 17-22, Discharge of water prohibited
- Section 17-23, Stop work order
- Section 17-24, Notice of work to be done
- Section 17-25, Exemptions
- Section 17-26, Violations

#### Division 2, Driveways

- Section 17-46, Permit required
- Section 17-47, Specification
- Section 17-48, Variances from specifications concerning construction of driveways

#### Division 3, Excavations

- Section 17-66, Permit required
- Section 17-67, Fees

Section 17-68, Insurance and bond  
Section 17-69, Protection of utilities  
Section 17-70, Manner of cutting  
Section 17-71, Placement of excavated material on private property  
Section 17-72, Removal of excess material  
Section 17-73, Protection of public  
Section 17-74, Restoration-Backfill  
Section 17-75, Same-Pavement  
Section 17-76, Maintenance

### **Article III – SIDEWALKS**

#### Division 1, Generally

Section 17-81, Expenditures  
Section 17-82, Construction and repair  
Section 17-83, Assessments and collection

#### Division 2, Snow and Ice on Sidewalks

Section 17-96, Adoption of statutory provisions  
Section 17-97, Liability of Town  
Section 17-98, Liability of abutting property owner  
Section 17-99, Limitation on commencement of action  
Section 17-100, Removal by Town  
Section 17-101, Removal by owner, tenant or occupant; removal by town upon default of owner, tenant or occupant

### **Article IV – NUMBERING BUILDINGS**

Section 17-121, Purpose  
Section 17-122, Owner's duty  
Section 17-123, Assignment of numbers  
Section 17-124, Notice of assignment  
Section 17-125, All buildings to be numbered  
Section 17-126, Specifications and location of numbers  
Section 17-127, Penalty

## **Chapter 18, TAXATION**

Section 18-1, Elimination of real estate tax lists  
Section 18-2, Taxes not in excess of one hundred dollars payable in one payment  
Section 18-3, Exemption for solar heating  
Section 18-4, Properties acquired by tax-exempt organizations  
Section 18-5, Exemption for any ambulance type and retro-fitted handicapped vehicle  
Section 18-10, Tax abatement for volunteer firefighters  
Section 18-15, Supplementary tax relief

## **Chapter 19, TRAFFIC AND MOTOR VEHICLES**

### **Article I – IN GENERAL**

Section 19-1, Speed limits

### **Article II – PARKING, STOPPING AND STANDING**

Section 19-21, Fire zones, no parking

Section 19-22, Snow and ice removal  
Section 19-23, Parking violations in specific locations – five dollar penalty  
Section 19-25, Parking violations in specific locations – payment of penalties

**Article III – ABANDONED AND INOPERABLE VEHICLES**

Section 19-40, Generally  
Section 19-41, Definitions  
Section 19-42, Findings of fact  
Section 19-43, Visual nuisance declared; abatement required; citation  
Section 19-44, Certain motor vehicles required to be parked in garage  
Section 19-45, Motor vehicles are required to be covered with standard cover unless parked in garage  
Section 19-46, Responsibility  
Section 19-47, Town’s remedies for Violation of Article III  
Section 19-48, Removal of vehicle from property; disposition; public sales; redemption

**Chapter 20, UTILITIES**

**Article I – IN GENERAL**

**Article II – SEWERS**

Section 20-21, Sewerage facilities required  
Section 20-22, Approval of disposal systems – required  
Section 20-23, Same-Application, fee  
Section 20-24, Violations

**Article III – SNOW REMOVAL AT FIRE HYDRANTS**

Section 20-100, Removal by Town  
Section 20-101, Removal by owner, tenant or occupant; removal by town upon default of owner, tenant or occupant