

**STATE OF MAINE - STATE PLANNING OFFICE
CODE ENFORCEMENT TRAINING AND CERTIFICATION PROGRAM**

MUNICIPAL APPLICATION FOR EXTENSION OF CERTIFICATION DEADLINE

Municipality _____ CEO _____

Address _____ Address _____

Certification # _____
(if partially certified)

I petition the Office for an extension of the certification deadline on behalf of the above named community. The above named code enforcement officer was initially appointed on: _____
(date)

The area(s) of certification for which an extension is requested is (are):

___ Building Standards ___ Land Use ___ Shoreland Zoning

The reason for this petition is: (check any that apply)

___ The Office was unable to provide the necessary training in this (these) area(s).

___ Certification was unachievable because of hardship on the part of the municipality.

Please explain: (attach separate sheet, if necessary)

Dates(s) by which it is anticipated certification will be achieved in the following areas for which an extension is being requested: _____ Building Standards _____ Land Use _____ Shoreland Zoning

Authorization: (town manager or chair of selectmen)

Authorizing Signature

Title

Date: _____

Notes:

1. This request can not be evaluated unless a job description for the position of code enforcement officer has been filed with the Office or is submitted with this form.
2. For information regarding certification or examination procedures, training available, or sample job descriptions consult your information booklet, *Municipal Code Enforcement Officers Certification Information*.

Return this form with any documentation to: Maine State Planning Office, 38 SHS, Augusta, ME 04333-0038

For Office Use Only:

Reviewer

This application has been _____ Approved _____ Denied _____ Partially Approved

Date of original deadline:

Certification Deadline applicable for the following areas:

_____ Building Standards _____ Land Use _____ Shoreland Zoning

Reasons: