



Eastport, Maine 04631

Office of Code Enforcement
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Bed & Breakfasts

Below are summarized the regulatory issues associated with establishing new Bed and Breakfasts (B&B) in Eastport. A B&B is a building of residential character, usually a converted large dwelling, several rooms of which are rented to transient guests, usually staying for a few days and in which some bath, sitting, and dining rooms are used in common by the guests. A B&B is occupied by the owner as his/her principal place of residence.

1. Opening a B&B from a zoning standpoint would require a special exception permit from the Zoning Board of Appeals. This requires a public hearing with abutters being notified by mail and a notice in the local paper. The cost of the hearing is \$75 to cover associated costs. A B&B requires one parking space per sleeping room and two for the owner and/or manager. Parking with five or more spaces would need approval by the Planning Board. You would be allowed two signs of twelve square feet maximum. The applications are obtained from the codes officer's office at City Hall.
2. A Department of Health and Human Services license is required for any building or part thereof which is used, maintained, advertised or held out to the public as a place where sleeping accommodations comprised of 4 or more rooms are offered as a business. You may call the Health Inspection Program main line at 207-287-5671
3. The establishment of a B&B for over three guests requires a permit or permits from the State Fire Marshal's Office. Contact them at 626-3880 for details. Information on their office is available on the State's website at www.maine.gov.
4. Each building is different, but in general, the applicable building and fire codes (local and State) may require additional construction/fire protection features.
5. The Americans With Disabilities Act is federal civil rights legislation that requires access for disabled people to facilities open to the public, such as B&Bs. It is administered by the State Fire Marshal's office (626-3880). The federal government has an information center for the public to access ADA information at 1-800-949-4232.
6. B&Bs require State and local Business Certification License and a Victualer's Licenses (license to serve food to the public). For info on the State license, call 287-5671. Contact the City Clerk's office (853-2300) for the local license.
7. The above items are general. Each building and zoning district are different and require specific review. The Codes Officer can help you with questions you may have. If you have questions and/or concerns please contact me at Eastport City Hall, (207) 853-2300