

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND

# BUILDING PERMIT

This is to certify that RAE C COUSINS

Located At 95 MUNJOY ST

Job ID: 2011-08-1944-2-FAM

CBL: 003 - - L - 011 - 001 - - - -

has permission to Re-surface the front entry steps and build a new 12'x16' rear deck and stairs provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

Fire Prevention Officer

*[Signature]*  
Code Enforcement Officer / Plan Reviewer

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD**



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life* • [www.portlandmaine.gov](http://www.portlandmaine.gov)

Director of Planning and Urban Development  
Penny St. Louis

Job ID: 2011-08-1944-MF 3

Located At: 95 MUNJOY

CBL: 003 - - L - 011 - 001 - - - -

## **Conditions of Approval:**

### **Zoning**

1. This permit is being approved on the basis of revised plans submitted. Any deviations shall require a separate approval before starting that work.
2. This is NOT an approval for an additional dwelling unit. You SHALL NOT add any additional kitchen equipment including, but not limited to items such as stoves, microwaves, refrigerators, or kitchen sinks, etc. without special approvals.
3. This property shall remain a two family dwelling. Any change of use shall require a separate permit application for review and approval.
4. As discussed during the review process, the property must be clearly identified prior to pouring concrete and compliance with the required setbacks must be established. Due to the proximity of the setbacks of the proposed addition, it may be required to be located by a surveyor. It is understood that there is at least a 20' rear setback to the rear property line.

### **Building**

1. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.
2. Permit approved based on the plans submitted and reviewed w/owner/ contractor, with additional information as agreed on and as noted on plans, for a graspable handrail.
3. If there are 4 or more risers, a handrail is required on one side with ends returned if the guardrail does not meet graspability dimensions



# General Building Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

R-6

|  |  |  |
|--|--|--|
| Location/Address of Construction: <u>93-95 Munjoy St.</u>  |  |  |
| Total Square Footage of Proposed Structure/Area<br><u>196.25 sqft</u>  | Square Footage of Lot<br><u>5788</u>   | Number of Stories<br><u>3</u>  |
| Tax Assessor's Chart, Block & Lot<br>Chart# <u>3L-011</u> Block# _____ Lot# _____  | Applicant * <b>must be owner, Lessee or Buyer*</b><br>Name <u>Ray Cousins</u><br>Address <u>93 Munjoy St</u><br>City, State & Zip <u>Portland ME</u> | Telephone:<br><u>207-262-9105</u>  |
| Lessee/DBA (If Applicable)   | Owner (if different from Applicant)<br>Name _____<br>Address _____<br>City, State & Zip _____  | Cost Of Work: \$ <u>10,000.00</u><br>C of O Fee: \$ _____<br>Total Fee: \$ <u>130.00</u> |
| Current legal use (i.e. single family) <u>Multi Family</u> Number of Residential Units <u>3</u> <i>only 1 legal 2 unit see cond by</i> |  |  |
| If vacant, what was the previous use? _____  |  |  |
| Proposed Specific use: _____   |  |  |
| Is property part of a subdivision? <u>no</u> If yes, please name _____   |  |  |
| Project description:<br><u>Steps in front. See description in back yard. - Free standing (not attached) deck</u>                       |  |  |
| Contractor's name: <u>Stephen Bassett</u>  |  |  |
| Address: <u>53 New Gloucester Rd Durham ME 04222</u>   |  |  |
| City, State & Zip _____  |  | Telephone: _____   |
| Who should we contact when the permit is ready: <u>Stephen Bassett</u>   |  | Telephone: <u>207-262-9105</u>   |
| Mailing address: <u>53 New Gloucester Rd Durham ME</u>   |  |  |

Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature: Stephen Bassett Date: 8-7-11

This is not a permit; you may not commence ANY work until the permit is issue

Bassett Custom Home Builders Inc  
Steve Bassett  
207-212-9105

Confirmed in person  
only a 2 Tes unit Bldg

an illegal unit -

The proposed project at 93 -95 Munjoy Street is to remove and replace an existing set of stairs and small landing with a new set of stairs and a larger deck. The existing set of stairs services a back hallway leading to ~~all three units~~ <sup>two units</sup>. The new stairs will be used in the same fashion while the larger deck will be used as outdoor living space previously unavailable. All details surrounding this part of the project can be found in the construction drawings provided. A few photos of the back stairs are also included.

In addition to the back deck, the stair leading to the main entrances in the front of the building are in need of repair. These stairs are not built to today's code standards and there is no way to repair them and bring them up to code without substantially impeding the sidewalk. I have included photos of these steps for you to review. It is my intention to repair the bottom four steps in the front of the building, improving safety for the tenants, maintaining the same layout that is currently there.

can not go over sidewalk

not showing front steps

per Steve Bassett - is replacing front stairs in the existing footprint. Existing configuration

67

R-6  
Rear - 20' in - 20' 7/8" given  
Side - 10' in - 30' + Stair

S 90°0'0" W 16.00'

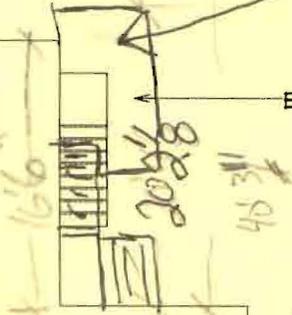
Lot # 3-L-011

New Deck

Existing stairs in disrepair

t, 1

238 1/2"  
20' 7/8"



S 0°0'0" W 16.00'

93 - 95 Munjoy Street

Off Street Parking

N 0°0'0" W 16.00'

52' 7/8"

36' 1 1/2"

53' 6"

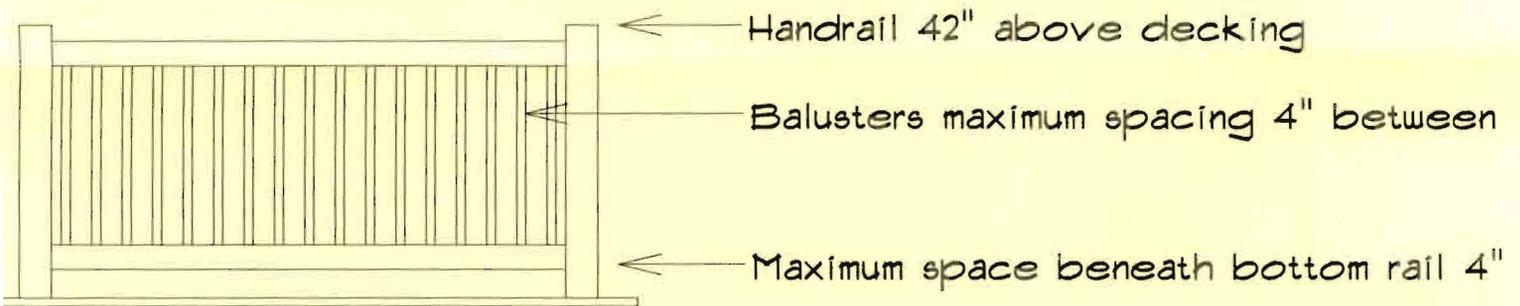
S 90°0'0" E 16.00'

Staircase

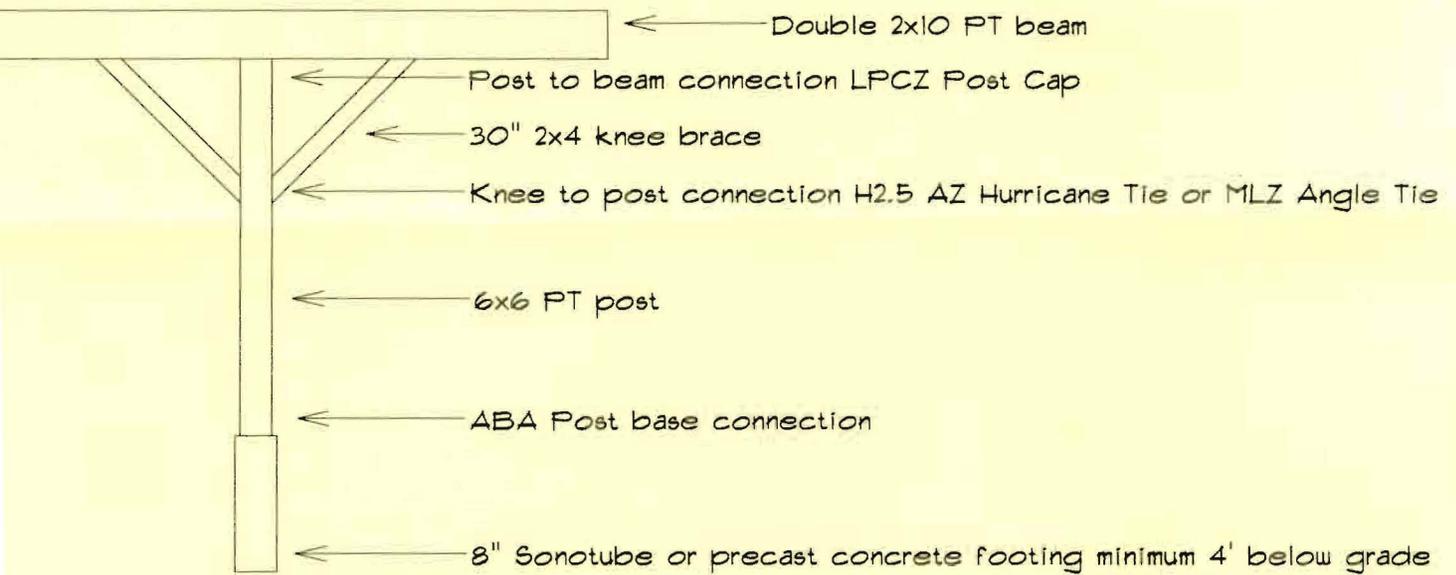
Munjoy Street

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME  
AUG 19 2011  
RECEIVED

# Handrail Details

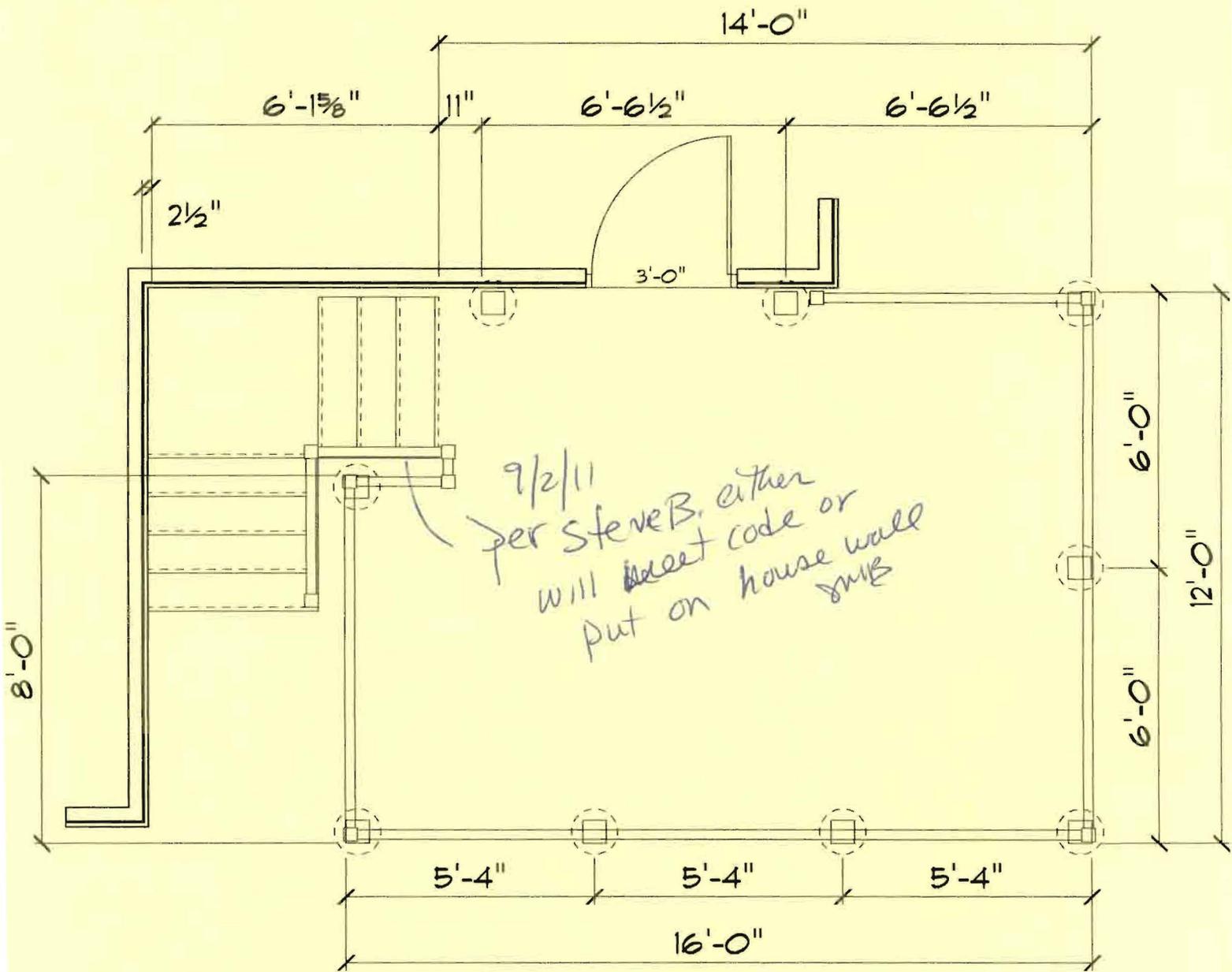


# Post Detail

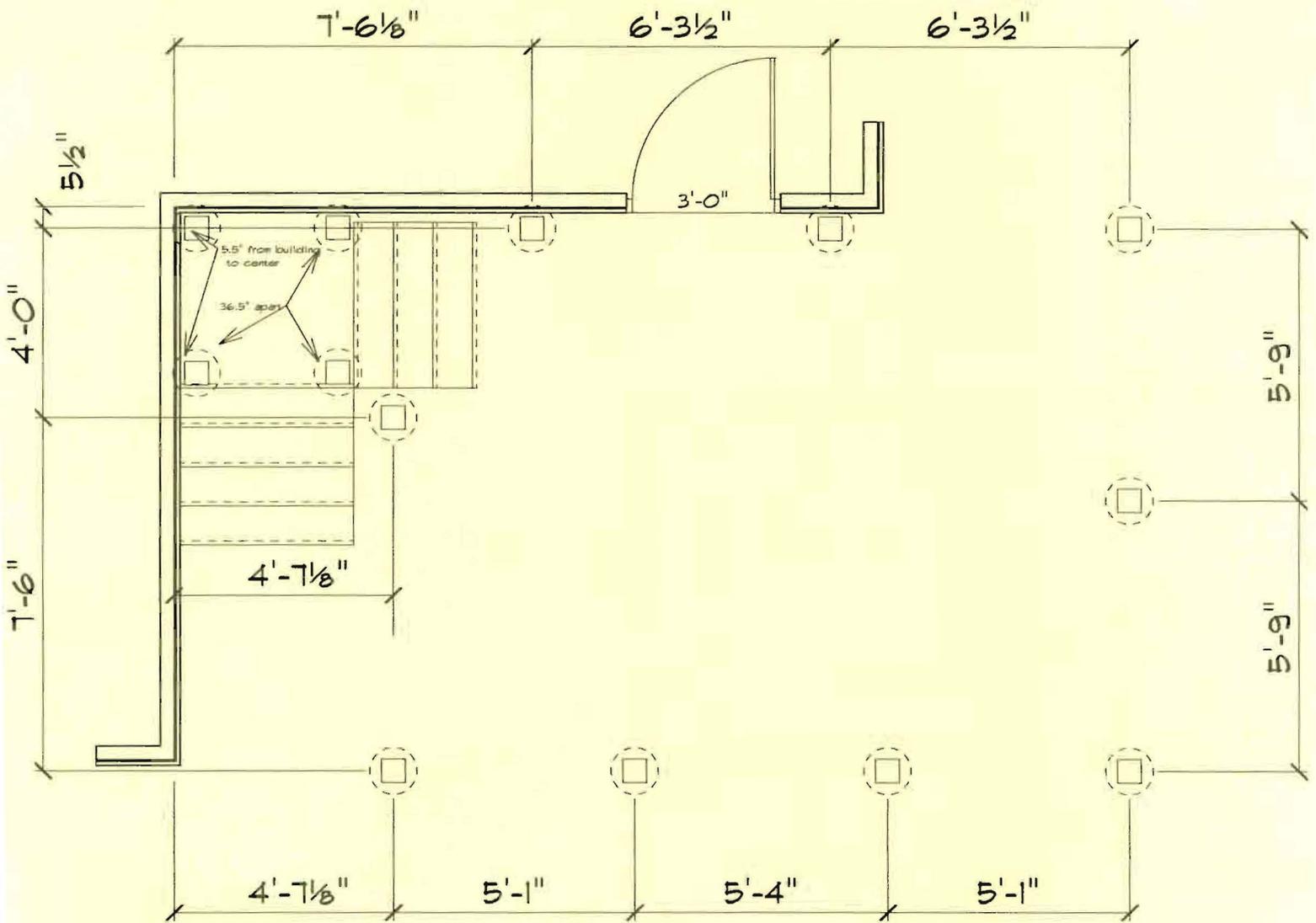




# Railing Layout



# Footing Layout



# Stair detail



Maximum 7" rise

Minimum 11" tread

**From:** Stephen Bassett <shbassett@seurespeed.us>  
**To:** <mes@portlandmaine.gov>  
**Date:** 8/24/2011 8:27 AM  
**Subject:** Fwd:  
**Attachments:** Cousins Deck framing Detail pdf.jpg

Hi Marge

Here is the revised deck framing detail for the permit application at 93-95  
Munjoy Street. If you have any questions please contact me.  
212-9105  
Steve Bassett

----- Forwarded message -----

**From:** "Steve Bassett" <shbassett@seurespeed.us>  
**Date:** Aug 24, 2011 6:36 AM  
**Subject:**  
**To:** <sbassett9105@gmail.com>

\*\*



**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

|   |   |  |   |
|---|---|--|---|
| Job No:<br>2011-08-1944-ME <i>1/2</i>   | Date Applied:<br>8/9/2011   | CBL:<br>003 - - L - 011 - 001 - - - - -  |   |
| Location of Construction:<br>95 MUNJOY STREET                                 | Owner Name:<br>RAE C COUSINS  | Owner Address:<br>95 MUNJOY ST<br>PORTLAND, ME - MAINE 04101   | Phone:<br>212-9105  |
| Business Name:  | Contractor Name:<br>Stephen Bassett   | Contractor Address:<br>53 New Gloucester Rd, Durham, ME 04222  | Phone:<br>212-9105  |
| Lessee/Buyer's Name:  | Phone:  | Permit Type: <b>bdg. alterations</b>   | Zone:<br>R-6  |
| Past Use:<br>two family dwelling  | Proposed Use:<br>Same: two family dwelling – to repair front entry to replace stairs in existing footprint and configuration and rear entry <del>and</del> to add a rear deck | Cost of Work:<br>\$10000.00  | CEO District:   |
|   |   | Fire Dept:<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> N/A | Inspection:<br>Use Group: <i>R-3</i><br>Type: <i>SB</i><br><i>IPC-2009</i><br>Signature: <i>JMB</i> |
| Proposed Project Description:<br>remove & replace existing stairs and landing |   | Pedestrian Activities District (P.A.D.)<br><i>9/2/11</i>   |   |
| Permit Taken By: Lannie   |   | <b>Zoning Approval</b>   |   |

| Special Zone or Reviews   | Zoning Appeal                            | Historic Preservation                                       |
|---|--|---|
| <input type="checkbox"/> Shoreland  | <input type="checkbox"/> Variance        | <input checked="" type="checkbox"/> Not in Dist or Landmark |
| <input type="checkbox"/> Wetlands   | <input type="checkbox"/> Miscellaneous   | <input type="checkbox"/> Does not Require Review            |
| <input type="checkbox"/> Flood Zone   | <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Requires Review                    |
| <input type="checkbox"/> Subdivision  | <input type="checkbox"/> Interpretation  | <input type="checkbox"/> Approved                           |
| <input type="checkbox"/> Site Plan  | <input type="checkbox"/> Approved        | <input type="checkbox"/> Approved w/Conditions              |
| <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM | <input type="checkbox"/> Denied          | <input type="checkbox"/> Denied                             |
| Date: <i>OK with conditions</i><br><i>S 8/24/11</i>                                   | Date:                                    | Date: <i>[Signature]</i>                                    |

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

|   |         |      |       |
|---|---------|------|-------|
| SIGNATURE OF APPLICANT                      | ADDRESS | DATE | PHONE |
| RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE |         | DATE | PHON  |

OK to build setbacks down

Rear 21' to fence

Sides 25' plus

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**
  1. Footings/Setback Inspection prior to pouring concrete
  2. Framing Inspection, or if accessible at the final,
  3. Final Inspection at completion of work

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# CITY OF PORTLAND, MAINE

Department of Building Inspections

## Original Receipt

August 2 2011

Received from Portland West Building

Location of Work 92-95 Murray St

Cost of Construction \$ \_\_\_\_\_ Building Fee: \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_ Site Fee: \_\_\_\_\_

Certificate of Occupancy Fee: \_\_\_\_\_

**Total:** \_\_\_\_\_

Building (I1) \_\_\_\_\_ Plumbing (I5) \_\_\_\_\_ Electrical (I2) \_\_\_\_\_ Site Plan (U2) \_\_\_\_\_

Other \_\_\_\_\_

CBL: 003 2011

Check #: 1002 **Total Collected \$** 100.00

**No work is to be started until permit issued.  
Please keep original receipt for your records.**

Taken by: [Signature]

WHITE - Applicant's Copy  
YELLOW - Office Copy  
PINK - Permit Copy





