

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



**This is to certify that**

O'CONNOR ROBERT WILLIS & MONICA HALAS  
TRUSTEES

**Located at**

31 GREENLEAF ST

**PERMIT ID:** 2015-03114

**ISSUE DATE:** 01/25/2016

**CBL:** 012 M005001

has permission to **Interior renovations to include updating both the kitchens and bathrooms in both units, bringing electric, plumbing, and framing up to code, relocating the interior apt. door and plastering the kitchen ceiling to Unit 1 (456 SF).**

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes 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 procured prior to occupancy.

N/A

/s/ Tammy Munson

**Fire Official**

**Building Official**

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

*Approved Property Use - Zoning*

*Building Inspections*

*Fire Department*

BUILDING PERMIT INSPECTION PROCEDURES  
Please call 874-8703 (ONLY)  
or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

**Check the Status or Schedule an Inspection On-Line at  
<http://www.portlandmaine.gov/planning/permitstatus.asp>**

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.**
- **Per Section 107.3.1 of the Maine Uniform Building and Energy Code (MUBEC). One set of printed approved stamped construction documents shall be kept at the site of work and shall be open to inspection by building officials.**

## **REQUIRED INSPECTIONS:**

Close-in Plumbing/Framing

Electrical Close-in

Final Inspection

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.

<b>City of Portland, Maine - Building or Use Permit</b>		<b>Permit No:</b> 2015-03114	<b>Date Applied For:</b> 12/30/2015	<b>CBL:</b> 012 M005001
389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716				
<b>Proposed Use:</b> Same: Two- (2-) Family Home		<b>Proposed Project Description:</b> Interior renovations to include updating both the kitchens and bathrooms in both units, bringing electric, plumbing, and framing up to code, relocating the interior apt. door and plastering the kitchen ceiling to Unit 1 (456 SF).		
<b>Dept:</b> Zoning	<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Christina Stacey	<b>Approval Date:</b> 01/15/2016	
<b>Note:</b>				<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Conditions:</b>				
<ol style="list-style-type: none"> <li>1) This property shall remain a two-family dwelling. Any change of use shall require a separate permit application for review and approval.</li> <li>2) This permit is not approving any lot coverage or setback requirements for the existing structure. It is approving interior work only.</li> <li>3) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems, fire suppression and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.</li> </ol>				