Inspections Division
Date: 10/07/16

Project Address: 93R Cumberland Ave. Portland, ME

Total Square Footage of Proposed Structure/Area: Garage 960 □' +/- 1st Floor 915 □' +/- 2nd Floor 915 □' +/-	**Area of lot (total sq. ft.):** **Garage:** Yes [X] No [ ] Attached [X] Detached [ ] Sq. Ft.: _____ Drive Under Garage	**Number of Stories:** 3 **Number of Bathrooms:** 3 **Number of Bedrooms:** 3
Tax Assessor's Chart, Block & Lot(s): Chart# 13 Block # 1 Lot # 40		

Current legal use: Single Family Dwelling

Number of Residential Units 1

If vacant, what was the previous use? Single Family Dwelling

Is property part of a subdivision? No **If yes, please name** _____

Project Description: Construction of new 3 story single family Dwelling Home

APPLICANT – (must be owner, Lessee or Buyer) Name: Wally J Staples ~~-~~ Paul Grant Business Name, if applicable: Wally J Staples Builders Address: 21 Greenwood Rd City/State: Brunswick, ME Zip Code: 04011	Work # 725-7700 Home# Cell # 751-1683 e-mail: Paul@wallyjstaplesbuilders.com
OWNER INFORMATION – (if different from Applicant) Name: Nancy Boulanger Address: 85 Little John Rd City/State: Yarmouth, ME Zip Code: 04096	Work # Home# Cell # 653-5307 e-mail:
CONTRACTOR INFORMATION: Name: Wally J Staples Address: 21 Greenwood Rd City/State: Brunswick, ME Zip Code: 04011 Phone Number: 725-7700	**Contact when Building Permit is Ready:** Name: Paul Grant Phone Number: 751-1683 & E:Mail: Paul@wallyjstaplesbuilders.com

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DEVELOPMENT REVIEW FEES:

Payment may be made in cash, credit card or check addressed to the City of Portland.

Level I Minor Residential Site Plan	Fees Paid:
1. Application Fee - $300.00	$ $300
2. Inspection Fee - $100.00 (for site plan inspection by the Planning Division)	$ $100
3. Certificate of Occupancy Fee - $75.00	$ $75
4. Building Permit (Cost of Work) *	$ 5485.00
Cost of work: $ 365,000.00 TOTAL Due:	$ $5960.00
* Building Permit Fee - $25 for the first $1,000 construction cost - $15 every additional $1,000.	
Performance Guarantee - Exempt except for those projects that complete construction in the winter and the site work is incomplete.	

Please submit all of the information outlined on the applicable Checklist, shown on Page 4 and 5 of this Application. In addition, a CD or PDF (e-mailed to buildinginspections@portlandmaine.gov) of the entire Application, including all plans, must be submitted with the Application. Failure to do so may result in the automatic denial of your permit.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division. All of the information on the checklist must be submitted for review. The applicant must check off the items contained in the application package to ensure the application is complete.

Property Taxes:
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 a permit of any kind is accepted.

Separate Permits:
Separate permits are required for internal and external plumbing, HVAC, and electrical installations.

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 Planning Authority and Code Enforcement'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 of Applicant:	Date:
[signature]	4-4-16

This is not the permit - you may not commence any work until the permit is issued.

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Portland, Maine | Yes. Life's good here.

Department of Permitting and Inspections

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding that this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the selections below.

1. Once the complete application package has been received by us, and entered into the system
2. You will receive an e-mailed invoice from our office which signifies that your electronic permit application and corresponding paperwork have been entered, ready for payment, to begin the process.
3. You then have the following four (4) payment options:

☐ provide an on-line electronic check or credit/debit card (we accept American Express, Discover, VISA, and MasterCard) payment

☒ call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone

☐ hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall

☐ deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Department of Permitting and Inspections
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts only once my payment has been received. After all approvals have been met and completed, I will then be issued my permit and it will be sent via e-mail. ***No work shall be started until I have received my permit.***

Applicant Signature: _____ Date: 4-4-16

I have provided digital copies and sent them on: Date: 4-4-16

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

Level I – Minor Residential
Development Review Application
Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level I: Minor Residential site plan and building permit.

Level I: Minor Residential development includes:

- Development of a single-family or a two-family building, excluding building additions, decks, or accessory structures, such development shall be deemed minor residential development for purposes of this article regardless of its size.
- The addition of any additional dwelling unit to a building initially reviewed as a two-family dwelling or multifamily structure, if the additional dwelling unit does not require subdivision review under Maine State Statutes and Portland's Subdivision Ordinance.

As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)

The Maine Home Construction Contracts Act requires that any home construction or repair work for more than $3000 in materials or labor must be based on a written contract unless the parties agree to exempt themselves. A sample contract is available on the City's website at www.portlandmaine.gov , or contact the Permitting & Inspections Dept. to have one mailed to you.

The Land Use Code (including Article V), the Technical Manual, and the Design Manual are available on the City's web site at http://www.portlandmaine.gov/planning/default.asp or copies may be purchased at the Planning Division Office.

Dept. of Permitting & Inspections
Room 315, City Hall
389 Congress Street
(207) 874-8703
buildinginspections@portlandmaine.gov

Office Hours
Monday through Friday
8:00 a.m. – 4:00 p.m.

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8721

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.