

**City of Portland, Maine - Building or Use Permit Application**  
 389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

<b>PERMIT ISSUED</b>		Permit No: 02-0710	Issue Date: 06/26/2002	CBL: 014 D003001
Location of Construction: 99 Congress St	Owner Name: Dagavarian Helen M &	Owner Address: 280 Hovey St	Phone: 860-633-3034	
Business Name: n/a	Contractor Name: Jeremy House	Contractor Address: 9 Howard Street #2 Portland	Phone: 2078791338	
Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Change of Use - Commercial	Zone: R-6	

Past Use: Commercial / Vacant; Prior use was a Flower Shop	Proposed Use: Commercial; Change of Use to Coffee Shop. - less than 9 seats - considered a retail use	Permit Fee: \$30.00	Cost of Work: \$0.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: A3 Type: 5B	

Proposed Project Description:  
 Change of Use; Flower Shop to Coffee Shop - maintaining retail use  
*condition shall have no more than nine (9) seats*

Signature: *[Signature]*      Signature: *[Signature]*

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)  
 Action:  Approved     Approved w/Conditions     Denied  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Taken By: gg	Date Applied For: 06/26/2002	<b>Zoning Approval</b>	
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1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..	Special Zone or Reviews <input type="checkbox"/> Shoreland <i>N/A</i> <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Date: <i>7/6/02</i>	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date: _____	Historic Preservation <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: _____
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**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	PHONE

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read  
Application And  
Notes, if Any,  
Attached

BUILDING DEPARTMENT

## PERMIT

Permit Number: 020710

This is to certify that Dagavarian Helen M &/Jerem House  
has permission to Change of Use; Flower Shop Coffee Shop  
at 99 Congress St Permit No. 014 D003001

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 buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is altered or closed-in. **HEAVY NOTICE IS REQUIRED.**

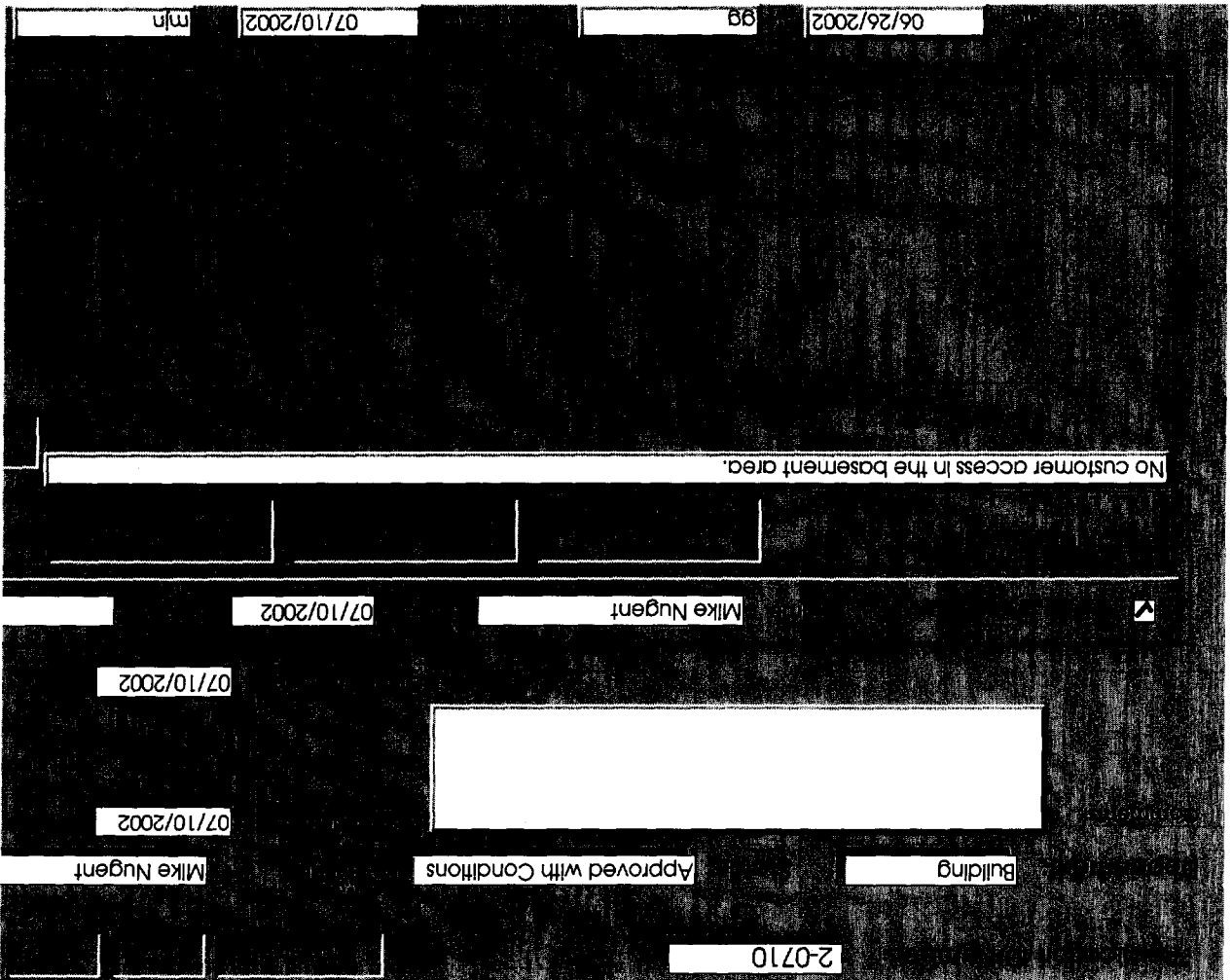
A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

### OTHER REQUIRED APPROVALS

Fire Dept. [Signature]  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name \_\_\_\_\_

[Signature]  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**



06/26/2002

89

07/10/2002

m/n

No customer access in the basement area.

Mike Nugent

07/10/2002

07/10/2002

07/10/2002

Mike Nugent

Approved with Conditions

Building

2-0710

Application Number: 2-0710

Department: Zoning

Status: Approved with Conditions

Applicant: Marge Schmuckal

Comments: 99 Congress St -

R-6 zone - stating 10 seats which makes this a restaurant which cannot be allowed. If the number of seats is reduced to 9 or less, then the use is considered retail and could be allowed. - left message with Jeremy House 7/8/02 - same

07/08/2002

06/26/2002

07/08/2002

07/08/2002

This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Separate permits shall be required for any new signage.

Because there will be no more than nine (9) seats, this coffee shop is considered to be retail. Any increase in the number of seats will necessitate a change of use to a restaurant use. Please note that currently this is an R-6 Residential zone which does not allow a restaurant use.

06/26/2002

88

07/08/2002

mes

As of 7/8/02 there will be  
seating for 9 or less at the  
Munjoy Hill Coffee Shop (99 Congress St.)  
and it will remain a retail shop.

CITY OF PORTLAND MAINE

JUL - 8 2002

HUMAN RESOURCES DEPARTMENT

Jeremy House  
*Jeremy House*

Dear City of Portland Building Inspection Division:

My name is Jeromey House and I am a building contractor in Portland. I leased a building located at 99 Congress Street in the Munjoy Hill neighborhood with the idea of opening a neighborhood coffee shop.

It is a 10x30 interior space without any interior walls. There is a 6x10 area in the front corner with 2 large windows that will become a seating area to accommodate up to 10 people.

Halfway down the length of the building a service counter will bisect the room 5 feet out from the wall leaving a three foot wide kitchen entrance.

The left wall of the seating area will have a coffee bar 16 inches deep by 6 feet long. That is where customers will get cups and pour their choice of coffee. There will be a condiments (creamers, sugar, lids etc.) station next to the coffee bar. Any utensils used by customers will be one time use items. There will also be a self serve cooler with cold drinks (water, soda & juices) next to the creamer station.

The kitchen will consist of 2 stainless steel work tables, 1 freezer and 1 cooler. One 2 bay stainless steel sink for dishes and one single bay handwash sink. All work surfaces will be removable for cleaning.

The only construction to be done will consist of framing a 42 inch banister around the basement entrance and risers on the basement stairs. The front entry step that is cracked will also be addressed.

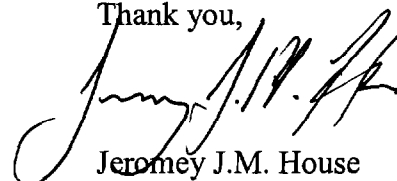
All counters and cabinets will be unattached and removable. The tables and chairs will be stainless steel.

The prior lessee updated the wiring for his flower coolers and the upstairs sink will remain in the same spot but will be replaced with a stainless steel sink.

Along with coffee, I hope to sell water, juices, bagels, muffins and other assorted prepared, healthy baked goods.

I hope that I have covered all bases. Please notify me with any questions you might have. I can be reached at 671-9831.

Thank you,

  
Jeromey J.M. House

02 0710

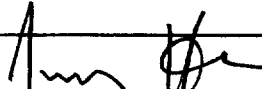
# All Purpose Building Permit Application

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.

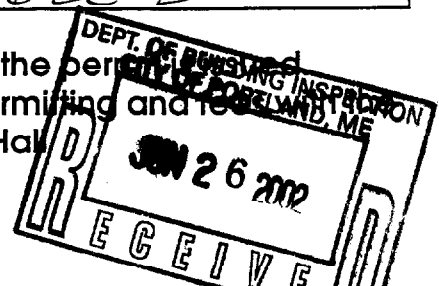
Location/Address of Construction: <u>99 Congress St PkD ME 04101</u>		
Total Square Footage of Proposed Structure <u>3000</u>	Square Footage of Lot <u>.55 acres</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>14</u> Block# <u>D</u> Lot# <u>3</u>	Owner: <u>Helen Dagavarian</u>	Telephone: <u>(860) 633-3074</u>
Lessee/Buyer's Name (If Applicable) <u>Jeromey House</u>	Applicant name, address & telephone: <u>Jeromey House 9 Howard St #2 Portland ME 04101</u>	Cost Of Work: \$ <del>1500</del> <u>1600.00</u> Fee: \$ <u>30.00</u>
Current use: <u>Vacant</u>		
If the location is currently vacant, what was prior use: <u>Flower Shop</u>		
Approximately how long has it been vacant: <u>3 months</u>		
Proposed use: <u>Coffee shop</u>		
Project description: <u>Change of use</u> <span style="float: right;"><u>Call</u></span>		
Contractor's name, address & telephone: <u>Jeromey House 9 Howard St #2 PkD, ME 8791338</u>		
Who should we contact when the permit is ready: <u>Jeromey House</u> <span style="float: right;"><u>or</u></span>		
Mailing address: <u>Same as above</u> <span style="float: right;"><u>6719831</u></span>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: <u>879-1338</u>		

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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 of applicant: 	Date: <u>6.22.02</u>
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This is NOT a permit, you may not commence ANY work until the permit is received. If you are in a Historic District you may be subject to additional permitting and fees. Planning Department on the 4<sup>th</sup> floor of City Hall





**CITY OF PORTLAND, MAINE**  
Department of Building Inspections

June 26 2002

Received from James J. House  
Location of Work 20 Congress St.

Cost of Construction \$ \_\_\_\_\_  
Permit Fee \$ 105.00

Building (IL)  Plumbing (15) \_\_\_\_\_ Electrical (12) \_\_\_\_\_ Site Plan (U2) \_\_\_\_\_

Other Interior painting & cleaning of space  
\$75.00 \$30.00

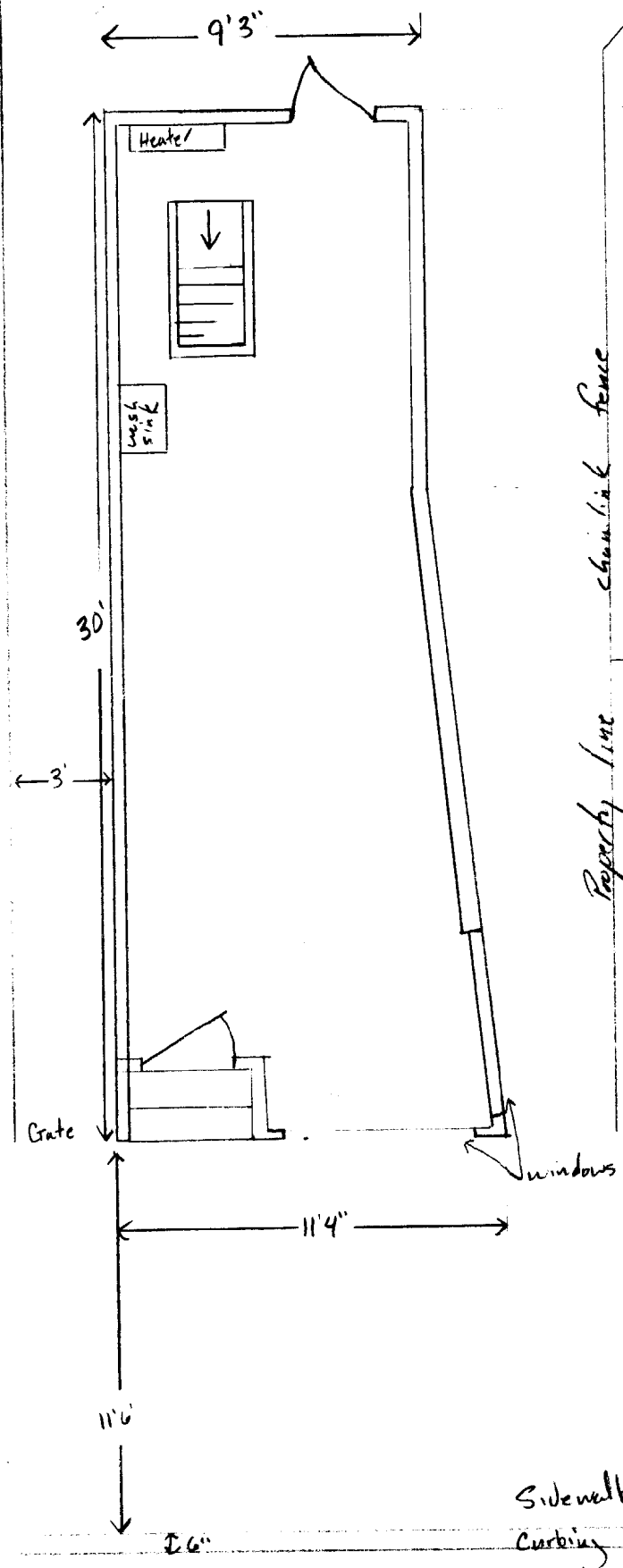
CBL: 014 D 003  
Check #: 146 Total Collected \$ 105.00

**THIS IS NOT A PERMIT**

No work is to be started until PERMIT CARD is actually posted upon the premises. Acceptance of fee is no guarantee that permit will be granted. PRESERVE THIS RECEIPT. In case permit cannot be granted the amount of the fee will be refunded upon return of the receipt less \$10.00 or 10% whichever is greater.

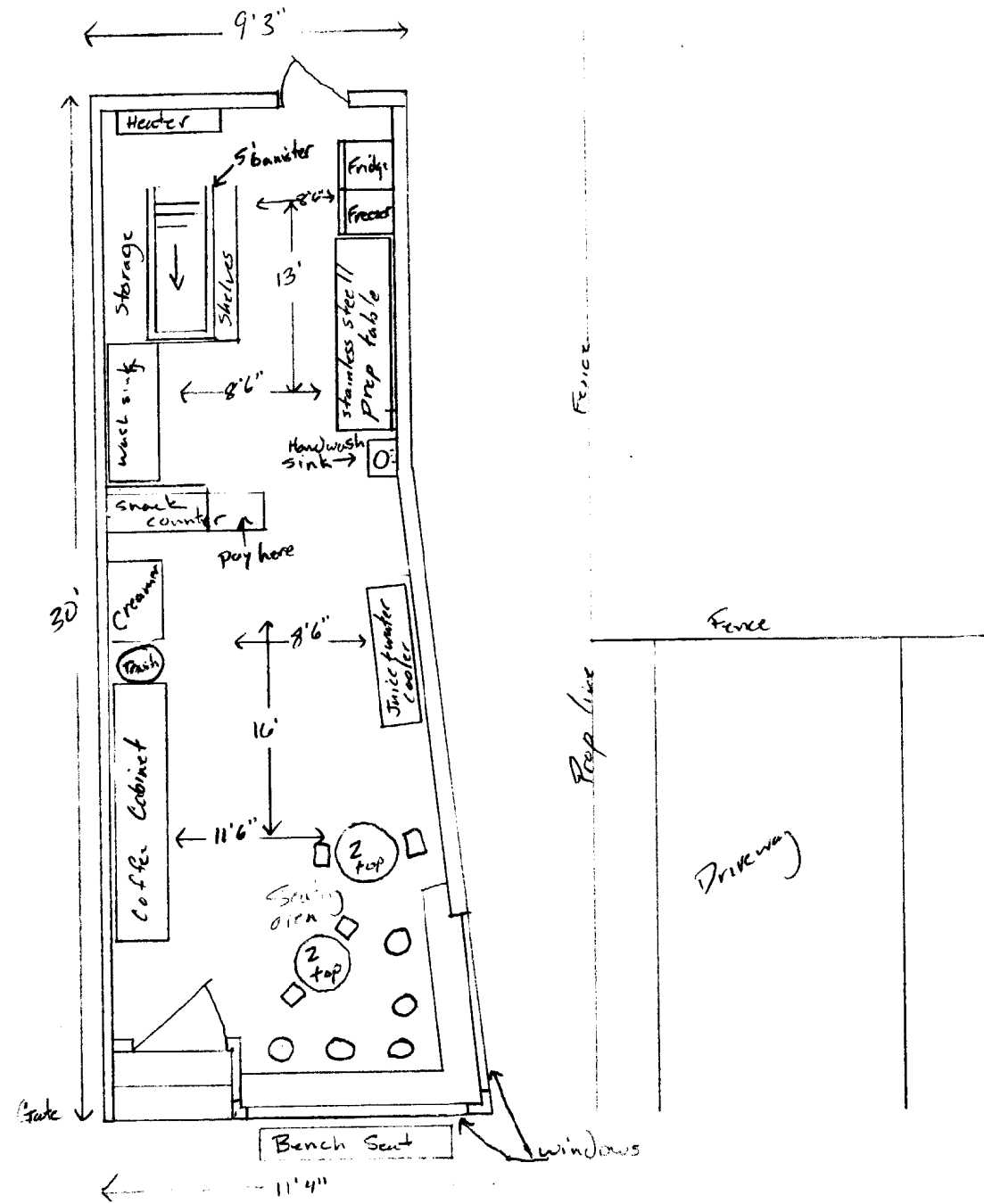


Current Look.

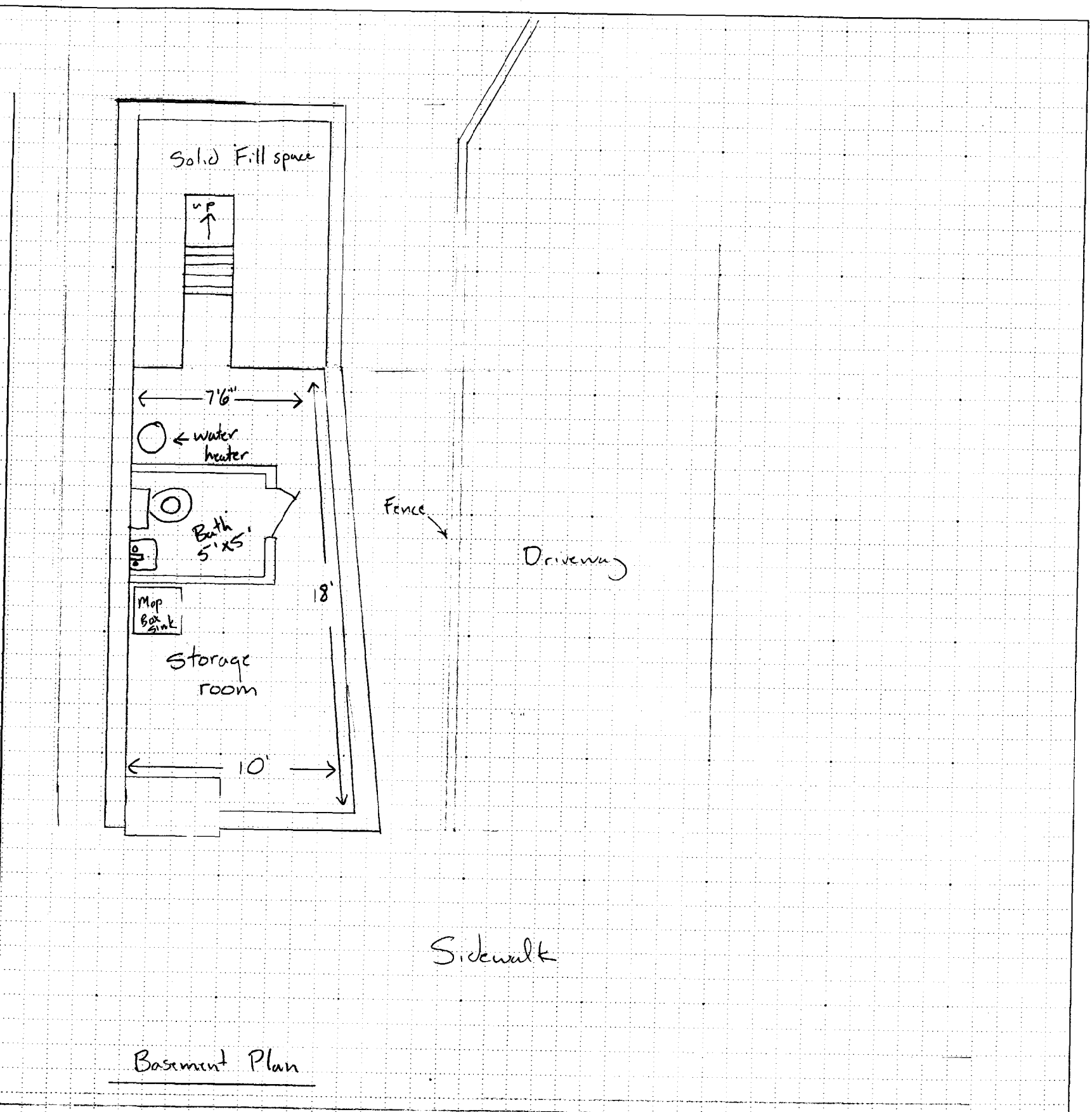


Congress St.

Proposed Use.



Congress Street



<b>SOUTHERN MAINE TECHNICAL COLLEGE</b> <small>ALL DIMENSIONS IN INCHES UNLESS NOTED OTHERWISE  TOLERANCES UNLESS NOTED OTHERWISE</small> X = ±.1                      X.XXX = ±.005 X.X = ±.03                  ANGLES ±0.5° X.XX = ±.01                FRACTIONS ±1/32		<b>TITLE 99 Congress St.</b> - Basement Plan <small>THIRD ANGLE PROJECTION</small> 		DATE: 6-20-02      DWG.# SCALE: 1/2" = 1 foot		
<small>DESIGNED BY:</small> <small>GRID SPACING = .2" (5/INCH); APPROXIMATELY 5mm (25/INCH)</small>		<small>DRAWN BY: Jeremy House</small>		<small>INSTRUCTOR</small>	<small>COURSE #</small>	<small>DRAWER #</small>