



# 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.

Location/Address of Construction: <u>234 and 236 Eastern Promenade</u>		
Total Square Footage of Proposed Structure/Area <u>11,200 sq ft</u>	Square Footage of Lot <u>.3316 acre</u>	Number of Stories <u>3</u>
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#  <u>14-I-13</u>	Applicant: (must be owner, lessee or buyer) Name <u>G.O. Enterprises, LLC</u> Address <u>c/o Aquarius Property Management</u> <u>19 South Street</u> City, State & Zip <u>Portland, ME 04101</u>	Telephone: <u>207.899.3845</u>
Lessee/DBA	Owner: (if different from applicant) Name Address City, State & Zip	Cost of Work: \$ _____ C of O Fee: \$ _____ Historic Review: \$ _____ Planning Amin.: \$ _____  Total Fee: \$ _____
Current legal use (i.e. single family) <u>Rental Units</u> Number of Residential Units <u>5 + 5</u> If vacant, what was the previous use? <u>N/A</u> Proposed <u>Specific</u> use: Is property part of a subdivision? <u>No</u> If yes, please name Project description: <u>Promenade Place</u>	Contact: <u>Linda Bancroft-Norden</u> Email: <u>linda@aquariuspropertymanagement.com</u> Address: <u>19 South Street, #5</u> City, State & Zip: <u>Portland, Maine 04101</u> Telephone: Who should we contact when the permit is ready: <u>Linda Bancroft-Norden 207.899.3845 / 650-9680</u> Telephone: Mailing address: <u>19 South Street, #5, Portland, ME 04101</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.**

**This is not a permit; you may not commence ANY work until the permit is issued**  
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:

*Linda Norden*

Date:

5/21/2014

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

**SUBMIT WITH CONDOMINIUM CONVERSION PERMIT APPLICATION**

**PROJECT DATA:**

**ADDRESS:** 236 Eastern Promenade

**Chart/Block/Lot(CBL):** 14-I-13

**Number of legal dwelling unit in building:** 5

Tenant Name	Tenant Telephone #	Occupancy Length	Date of Notice	Eligible for \$?
Unit 1: Jessica Norden	207-671-1420	4/12/2014-10/31/2014	5/9/14	NO
Unit 2: Linda Norden	207-650-9686	5/1/2014-10/31/2014	5/9/14	NO
Unit 3: Sudhir Pandkar	207-228-5404	3/28/2014-5/31/2014	5/9/14	NO
Unit 4: Michael Banks	207-504-7751	10/11/2013-6/30/2014	5/9/14	NO
Unit 5: Gregory Burnett	207-706-6756	10/11/2013-12/31/2014	5/9/14	NO
Unit 6:				
Unit 7:				
Unit 8:				
Unit 9:				
Unit 10:				

*If more than 10 units, submit same information on all units on a separate piece of paper (or back of this one)*

Length of time building owned by applicant: 6 years

Are any building improvements, renovations, or modifications being made associated with this conversion that requires a building, plumbing, electrical or HVAC permit? YES  NO  (check ONE)

Type and cost of building improvements, associated with this conversion, that do NOT require permits:  
 \$ 0 Exterior walls, windows, doors, roof

\$ 0 Insulation

\$ 0 Interior Cosmetics (walls/floors/hallways/refinishing, etc.)

\$ 0 OTHER (specify)

**SUBMIT WITH CONDOMINIUM CONVERSION PERMIT APPLICATION**

**PROJECT DATA:**

**ADDRESS:** 234 Eastern Promenade

**Chart/Block/Lot(CBL):** 014 1013001

**Number of legal dwelling unit in building:** 5

Tenant Name	Tenant Telephone #	Occupancy Length	Date of Notice	Eligible for \$?
Unit 1: Joseph + Margaret Ybarra	949-302-6291	10/18/2013- 3/31/2015	5/9/14	NO
Unit 2: Erin Cornwall	781-771-4990	10/31/2013- 12/31/2014	5/9/14	NO
Unit 3: Pamela Conlogue	207-615-5066	5/1/2014- 6/31/2014	5/9/14	NO
Unit 4: Charlene Brunner	207-541-0998	8/16/2013- 8/15/2014	5/9/14	NO
Unit 5: Jessica Cecolini	734-260-0139	10/15/2013- 4/17/2014	5/16/14	NO
Unit 6:				
Unit 7:				
Unit 8:				
Unit 9:				
Unit 10:				

*If more than 10 units, submit same information on all units on a separate piece of paper (or back of this one)*

Length of time building owned by applicant: 6 years

Are any building improvements, renovations, or modifications being made associated with this conversion that requires a building, plumbing, electrical or HVAC permit? YES \_\_\_ NO X (check ONE)

Type and cost of building improvements, associated with this conversion, that do NOT require permits:

\$ 0 Exterior walls, windows, doors, roof

\$ 0 Insulation

\$ 0 Interior Cosmetics (walls/floors/hallways/refinishing, etc.)

\$ 0 OTHER (specify)



Jeff Levine, AICP, Director  
Planning & Urban Development Department

Tammy Munson, Director  
Inspections Division

### **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 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 opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

- Within 24-48 hours, once my complete permit application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- Within 24-48 hours, once my permit application and corresponding paperwork has been electronically delivered, I intend to **hand deliver** a payment method to the Inspections Office, Room 315, Portland City Hall.
- I intend to deliver a payment method through the U.S. Postal Service mail once my permit paperwork has been electronically delivered.

Applicant Signature: Linda Norden

Date: 6/29/2014

I have provided digital copies and sent them on:

Date: 6/29/2014

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