

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

BUILDING DEPARTMENT

## PERMIT

Permit Number: 030964

Please Read  
Application And  
Notes, If Any,  
Attached

This is to certify that Bayside Ii Llc/Applicant

has permission to 3 Room Suite 208F will be used for Christian School and one room as retail sales.

AT 185 Lancaster St L 025 F001001

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 when permission is procured before this building or part thereof is occupied 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



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

LOCATION 185 Lancaster St

CBL 025 F001001

Issued to Bayside Ii Llc/Applicant

Date of Issue 09/08/2003

**This is to certify** that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No.03-0964 , has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Suite 208F Only (3 rooms)

one room retail sales, two rooms education (school)

Limiting Conditions:

none

This certificate supersedes certificate issued

Approved:

9/8/03  
(Date)

*Thomas M. Mackley*  
Inspector

*Cancelled*

*DID NOT PASS  
FINE DEPT INSP  
APPLICANT NOTIFIED  
BY LT MAE.*

.....  
Inspector of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

*DID PASS  
BLDG INSP.*

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

Permit No: 03-0964	Issue Date:	CBL: 025 F001001
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Location of Construction: 185 Lancaster St	Owner Name: Bayside Ii Llc	Owner Address: One Canal Plaza	Phone: 772-1333
Business Name:	Contractor Name: Applicant	Contractor Address: Portland	Phone: 2077612465
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Commercial	Zone: B5

Past Use: Vacant Office Space	Proposed Use: School Rooms/ Retail	Permit Fee: \$105.00	Cost of Work: \$0.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>n/e</i> Type: <i>30</i> <i>9/15/03</i>	

Proposed Project Description:  
 3 Room Suite 208F will be used for Christian School and one room as retail sales.

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

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action:  Approved  Approved w/Conditions  Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Taken By: gad	Date Applied For: 08/06/2003	<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 <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>01/15/03</i>	Zoning Appeal <input type="checkbox"/> Variance <input checked="" 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: _____
	<i>Septic permits required for new sign</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	PHONE

9/8/03. checked suite for CofO - no problems  
seen on our end - LT MAC to go later - ok to  
issue CofO.

Close out

CBL# 25-F-1

Permit # 03-0964

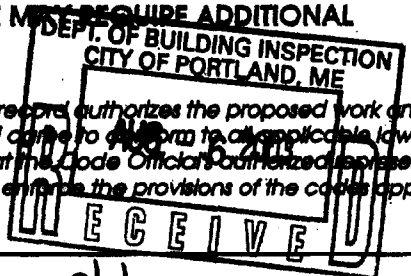
03-0964

# 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>175 Lancaster St. Suite 208 F</u>		
Total Square Footage of Proposed Structure <u>696 ± sq. ft.</u>	<u>leased space</u>	Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart# <u>025</u> Block# <u>F</u> Lot# <u>001</u>	Owner: <u>Bayside II, LLC</u>	Telephone: <u>772-1333</u>
Lessee/Buyer's Name (if Applicable) <u>Sr. Selby Beebe - Lawson, CSSC</u> <u>President</u> <u>SonLight, Inc.</u>	Applicant name, address & telephone: <u>Sr. Selby Beebe-Lawson, CSSC</u> <u>308 Danforth St. Portland, ME 04102</u> <u>761-2465</u>	Cost Of Work: \$ <u>0</u> Fee: \$ <u>30.00</u>
Current use: _____ <u>C O Y O</u> <u>75.00</u>		
If the location is currently vacant, what was prior use: <u>office</u> <u>\$ 105.00</u>		
Approximately how long has it been vacant: <u>unknown by tenant</u>		
Proposed use: <u>school/retail</u>		
Project description: <u>The three-room suite will be used as follows: 2 rooms for free, private, christian school for up to 12 students K-12, one room as retail.</u>		
Contractor's name, address & telephone: <u>0</u>		
Who should we contact when the permit is ready: <u>Sr. Selby Beebe-Lawson, CSSC</u>		
Mailing address: <u>308 Danforth St. Portland, ME 04102</u>		
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>761-2465</u> <u>874-7590 773-1648</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 MUST 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 Officer'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: <u>Sr. Selby Beebe-Lawson, CSSC</u>	Date: <u>8/1/03</u>
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This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4th floor of City Hall

*Sr. Selby Mary Teresa Beebe-Lawson, CSSC*  
341 Cumberland Avenue #2, Portland, ME, 04101-2926  
(207) 761-2465 selby@maine.rr.com

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August 6, 2003

Inspection Services  
City of Portland  
389 Congress Street  
Portland, ME 04101

To Whom It May Concern:

As President of SonLight Incorporated I request a Change of Use Permit, a final inspection and a Certificate of Occupancy for SonLight Incorporated to conduct business as SonLight Christian School and SonLight Store in leased space at 175 Lancaster Street, Suite 208F, Portland, ME 04101.

Attached please find the following:

- All Purpose Building Permit completed
- 1 Copy of Letter of Intent signed by landlord and tenant
- 1 Copy of floor plan showing dimensions of each area and use to scale
- 1 Copy of floor plan on 11"x17" paper
- 1 Copy of shape and dimension of the lot and footprint of all structures
- 1 Copy of location and dimensions of parking areas

SonLight Incorporated is a 501(c)(3) tax-exempt nonprofit corporation in the State of Maine since 1991. Please advise if there is any additional information required.

I look forward to scheduling a final inspection of Suite 208F at your earliest convenience. Because I will be moving my residence on August 15<sup>th</sup>, I will give three contact telephone numbers for reaching me: 761-2465, 874-7590, 773-1548.

Sincerely,

*Sr. Selby Beebe-Lawson, CSSC*

Sr. Selby Beebe-Lawson, CSSC  
President  
SonLight Incorporated

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

### Current Owner Information

**Card Number** 1 of 1  
**Parcel ID** 026 A001001  
**Location** 158 LANCASTER ST  
**Land Use** [REDACTED]  
**Owner Address** [REDACTED]  
 ONE CANAL PLAZA  
 PORTLAND ME 04101  
**Book/Page** 15298/144  
**Legal** [REDACTED]

Parking for  
175 Lancaster St  
Suite 208 F

### Valuation Information

**Land** \$53,970      **Building** \$20,270      **Total** \$74,240

### Building Information

<b>Bldg #</b>	<b>Year Built</b>	<b># Units</b>	<b>Bldg Sq. Ft.</b>	<b>Identical Units</b>
		0	0	0
<b>Total Acres</b>	<b>Total Buildings Sq. Ft.</b>	<b>Structure Type</b>	<b>Building Name</b>	
0.345	0		PAVED PARKING LOT	

### Exterior/Interior Information

<b>Section</b>	<b>Levels</b>	<b>Size</b>	<b>Use</b>
	<b>Height</b>	<b>Walls</b>	<b>Heating</b>
			<b>A/C</b>

### Building Other Features

<b>Line</b>	<b>Structure Type</b>	<b>Identical Units</b>

### Yard Improvements

<b>Year Built</b>	<b>Structure Type</b>	<b>Length or Sq. Ft.</b>	<b># Units</b>
1986	[REDACTED]	[REDACTED]	1

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

### Current Owner Information

Card Number 1 of 1  
Parcel ID 033 H008001  
Location 178 LANCASTER ST  
Land Use [REDACTED]  
Owner Address [REDACTED]  
ONE CANAL PLAZA  
PORTLAND ME 04101  
Book/Page 15298/144  
Legal [REDACTED]

Parking  
for  
175 Lancaster St  
Suite 208 F

### Valuation Information

Land \$10,610 Building \$4,830 Total \$15,440

### Building Information

Bldg #	Year Built	# Units	Bldg Sq. Ft.	Identical Units
		0	0	0
Total Acres	Total Buildings Sq. Ft.	Structure Type	Building Name	
0.072	0		PARKING LOT	

### Exterior/Interior Information

Section	Levels	Size	Use	
	Height	Walls	Heating	A/C

### Building Other Features

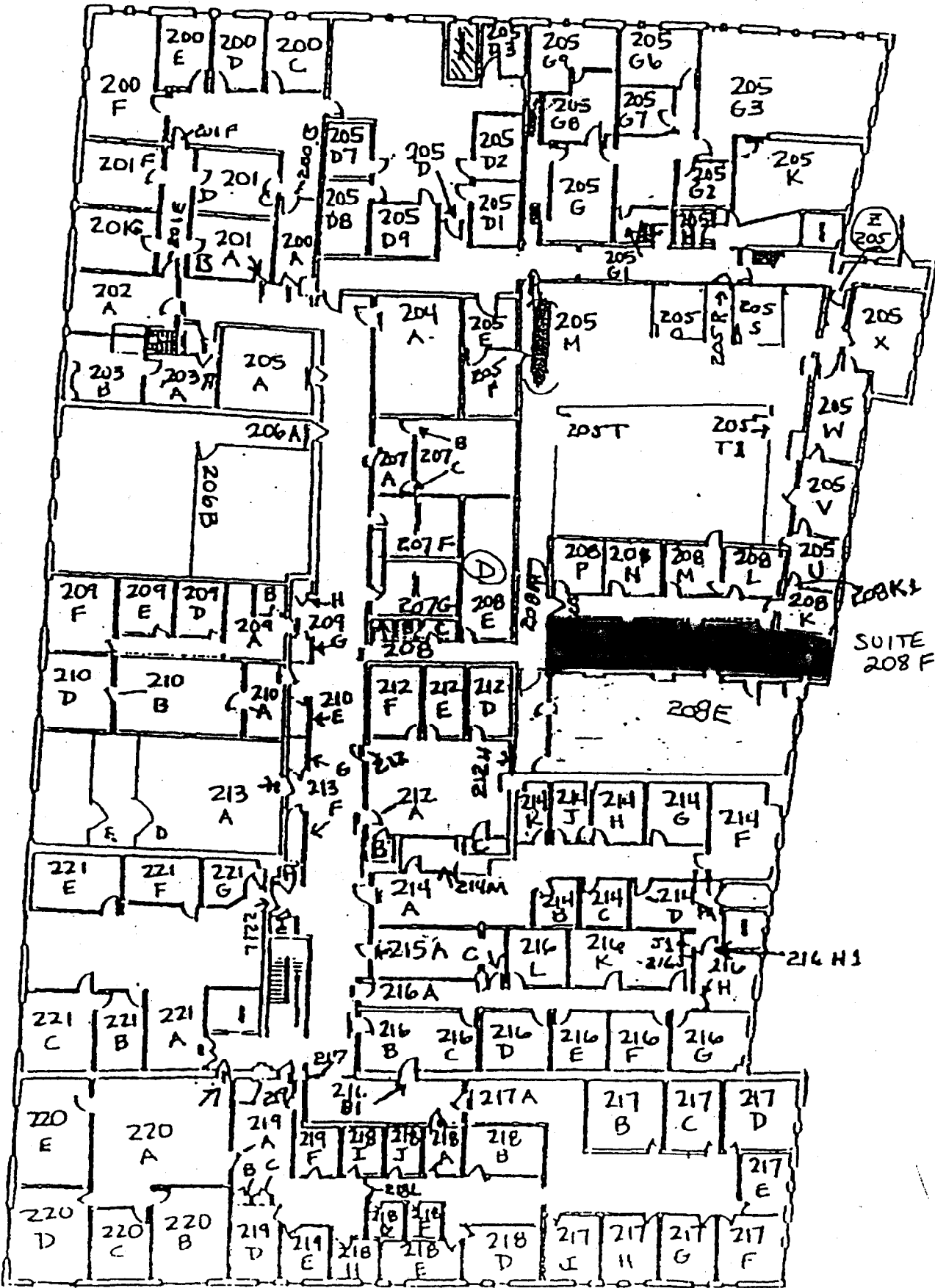
Line	Structure Type	Identical Units
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### Yard Improvements

Year Built	Structure Type	Length or Sq. Ft.	# Units
1986	[REDACTED]	[REDACTED]	1



LANCASTER - SECOND FLOOR



This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

### Current Owner Information

Card Number 1 of 1  
 Parcel ID 025 F001001  
 Location 185 LANCASTER ST  
 Land Use OFFICE & BUSINESS SERVICE  
 Owner Address ~~XXXXXXXXXX~~  
 ONE CANAL PLAZA  
 PORTLAND ME 04101  
 Book/Page 15298/144  
 Legal 25-F-1 33-F-1  
 ELM ST 97-109  
~~XXXXXXXXXX~~  
 75026 SF

*Parking  
 33 H  
 26 A 1*

*175 Lancaster St.  
 Suite 208 F*

### Valuation Information

Land \$399,110 Building \$1,991,950 Total \$2,391,060

### Building Information

Bldg #	Year Built	# Units	Bldg Sq. Ft.	Identical Units
1	1913	1	106154	1
Total Acres 1.722		Total Buildings Sq. Ft. 106154		Structure Type OFFICE BUILDING - LOW-RISE
				Building Name GVRNMNT CTR/HMN SVCS

### Exterior/Interior Information

Section	Levels	Size	Use
1	B1/B1	7282	MULTI-USE STORAGE
1	01/01	56231	OFFICE BUILDING
1	<del>03/03</del>	<del>3146</del>	<del>OFFICE BUILDING</del>
1	03/03	3146	OFFICE BUILDING

Height	Walls	Heating	A/C
8		HW/STEAM	
10	BRICK/STONE	HOT AIR	NONE
9	BRICK/STONE	HOT AIR	NONE
8	BRICK/STONE	HOT AIR	NONE

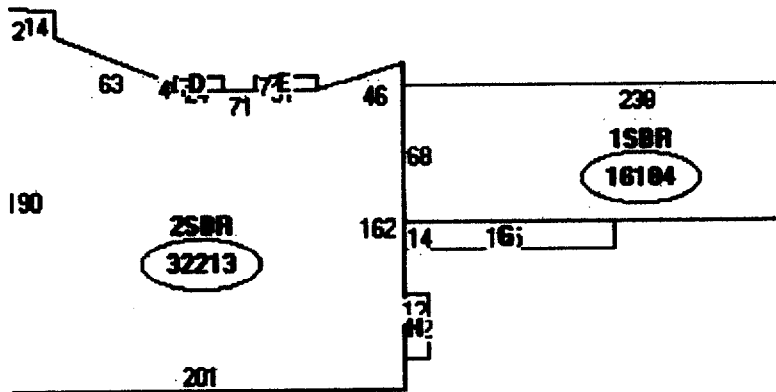
### Building Other Features

Line	Structure Type	Identical Units
2	ELEVATOR - ELEC. PASSENGER	1
2	ELEVATOR - ELEC. FREIGHT	2
2	UTILITY BUILDING - MASONRY	1
2	CANOPY - ROOF/SLAB	1
2	SPRINKLER - WET	1

### Yard Improvements

Year Built	Structure Type	Length or Sq. Ft.	# Units
1980	<del>XXXXXXXXXX</del>	<del>XXXXXXXXXX</del>	1

Footprint of Building  
175 Lancaster St.



Descriptor/Area

- A: 2SBR  
32213 sqft
- B: 2SBR/B  
4136 sqft
- C: 3SBR/B  
3146 sqft
- D: 1SBR  
168 sqft
- E: FUB  
217 sqft
- F: 1SBR  
16184 sqft
- G: CANOPY  
1470 sqft
- H: 1SBR  
384 sqft