



Permitting and Inspections Department  
Michael A. Russell, MS, Director

**FAST TRACK ELIGIBLE PROJECTS  
SCHEDULE B**

**Type of Work:**

- One/two family renovations within existing shell, including interior demolition and windows.
- One/two family HVAC, including boiler, furnace, heating appliance, pellet or wood stove.
- One/two family exterior propane tank.
- Commercial HVAC for boiler, furnace, and heating appliance.
- Commercial HVAC system with structural and mechanical stamped plans.
- Interior office renovations with stamped plans - no change of use, expansion, site work, and load-bearing structural change.
- Commercial interior demolition – no load bearing demolition.
- Temporary outdoor tents and stages less than 750 square feet.

Zone: \_\_\_\_\_

Shoreland zone?	Yes	No
Stream protection zone?	Yes	No
Historic district?	Yes	No
Flood zone (if known)?	Yes	No

This information may be found on the city's online map portal at <http://click.portlandmaine.gov/gisportal/>

I certify that:

- I have sufficient right, title and interest in the property.
- I am not expanding the building, including footprint, floor area, or dormer.
- The zoning use has not been reviewed and may be found to be unlawful.
- I will schedule my inspections and the inspector may require changes to my structure if it does not meet local ordinances and state regulations.

Initials

TM

TM

TM

TM

Project Address: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



Permitting and Inspections Department  
 Michael A. Russell, MS, Director

### Fast Track Eligible Projects

✓	Type of Project	Schedule
	One/two family swimming pool, spa, or hot tub.	A
	One/two family first floor deck, stairs, or porch.	A
	One/two family detached, one-story accessory structure less than 600 sq. ft. without habitable space.	A
	Fences over 6 feet in height (residential or commercial).	A
✓		
	One/two family renovations within existing shell, including interior demolition and windows.	B
	One/two family HVAC, including boiler, furnace, heating appliance, or pellet/wood stove.	B
	One/two family exterior propane tank.	B
	Commercial HVAC for boiler, furnace, and heating appliance.	B
	Commercial HVAC system with structural/mechanical stamped plans.	B
	Interior office renovations without change of use, expansion, site work, load-bearing structural change. Stamped plans must be provided.	B
X	Commercial interior demolition with no load-bearing demolition.	B
	Temporary outdoor tent or stage less than 750 sq. ft.	B
✓		
	One/two family attached garage, addition, or dormer with stamped plans.	C
	Home occupations other than daycares.	C
	Commercial signs or awnings.	C
	Commercial exterior propane tanks.	C
	Retaining walls over 4' in height with plans stamped by a structural engineer.	C
	Site work only (with approved site plan or does not trigger site plan review).	C

#### Staff Review by Schedule

Schedule	Permit Tech	Zoning	Building/Life Safety	Planning	Historic
A*	X				X
B*	X				X
C		X		X**	X

\*If project is within the shoreland zone, stream protection zone or Special Flood Hazard Area, zoning review will be required.

\*\*Commercial structural expansions, including concrete or other impervious pads. Residential or commercial retaining walls or site work located in the shoreland zone.