

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that: Soley Wharf LLC

Located At 100 COMMERCIAL ST

Job ID: 2011-11-2661-CH OF USE

CBL: 030-C-001-001

has permission to Change from offices to Gallery & Retail

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

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

11/30/2011

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY

PENALTY FOR REMOVING THIS CARD

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

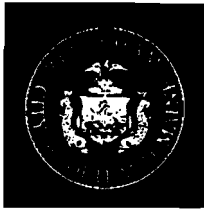
- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

### Required Inspections:

#### 1. Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

Director of Planning and Urban Development  
Penny St. Louis

Job ID: 2011-11-2661-CH OF USE

Located At: 100 COMMERCIAL  
ST

CBL: 030- C-001-001

## **Conditions of Approval:**

### **Zoning**

1. Separate permits shall be required for any new signage.
2. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
3. ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within a Historic District.

### **Building**

1. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.
2. Construction activity was not applied for or reviewed as a part of this permit. This permit authorizes a change in use ONLY.
3. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.

### **Fire**

All construction shall comply with City Code Chapter 10.

Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit and on the same circuit as the lighting for the area they serve.

Fire extinguishers are required. Installation per NFPA 10.

The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.

A separate Fire Alarm Permit is required for new systems; or for work effecting more than 5 fire alarm devices; or replacement of a fire alarm panel with a different model.

A separate Suppression System Permit is required for all new suppression systems or sprinkler work effecting more than 20 heads.

Sprinkler protection shall be maintained. Where the system is to be shut down for maintenance or repair, the system shall be checked at the end of each day to insure the system has been placed back in service.

Any cutting and welding done will require a Hot Work Permit from Fire Department

# City of Portland, Maine - Building or Use Permit Application

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2011-11-2661-CH OF USE	Date Applied: 11/2/2011	CBL: 030- C-001-001	
Location of Construction: 100 COMMERCIAL ST - Suite 112	Owner Name: SOLEY WHARF LLC	Owner Address: 100 COMMERCIAL ST PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name: Susan Measelle Hubbs	Phone: 207-749-0885	Permit Type: BLDG - Building	Zone: B-3
Past Use: Office	Proposed Use: Retail/Gallery - change of use form office to retail gallery	Cost of Work: 1000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A Signature: <i>Capt. Prone 11/22/11</i>	Inspection: Use Group: M Type: 313 IBL 2011 Signature: <i>[Signature]</i>
Proposed Project Description: Change from offices to Gallery & Retail		Pedestrian Activities District (P.A.D.)	
Permit Taken By:		Zoning Approval	

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 informatin may invalidate a building permit and stop all work.

## Special Zone or Reviews

- ☐ Shoreland  
☐ Wetlands  
☐ Flood Zone  
☐ Subdivision  
☐ Site Plan  
  
☐ Maj ☐ Min ☐ MM

Date: *Ok w/ conditions*  
*11/2/11*

CERTIFICATION

## Zoning Appeal

- ☐ Variance  
☐ Miscellaneous  
☐ Conditional Use  
☐ Interpretation  
☐ Approved  
☐ Denied

Date:

## Historic Preservation

- ☐ Not in Dist or Landmark  
☐ Does not Require Review  
☐ Requires Review  
☐ Approved  
☐ Approved w/Conditions  
☐ Denied

Date: *Any exterior work requires a separate review*  
*approval thru historic preservation.*

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 appication 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

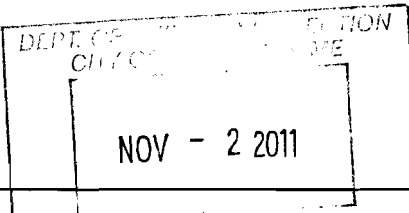
DATE

PHONE



# 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>100 Commercial St. Suite 112, Portland, ME 04101</u>		
Total Square Footage of Proposed Structure/Area <u>4128</u>	Square Footage of Lot <u>4128</u>	Number of Stories <u>1</u>
Tax Assessor's Chart, Block & Lot Chart# <u>030-C-001-001</u> Block# Lot#	Applicant *must be owner, Lessee or Buyer* Name <u>Susana Measelle Hubbs</u> Address <u>18 Bedford Rd.</u> City, State & Zip <u>Cape Elizabeth, ME 04107</u>	Telephone: <u>207-749-0885</u>
Lessee/DBA (If Applicable) 	Owner (if different from Applicant) Name <u>Soley Wharf LLC</u> Address <u>100 Commercial St</u> City, State & Zip <u>Portland, ME 04101</u>	Cost Of Work: \$ <u>6</u> C of O Fee: \$ Total Fee: \$ <u>75-</u>
Current legal use (i.e. single family) <u>offices</u> Number of Residential Units _____ If vacant, what was the previous user? <u>offices</u> Proposed Specific use: <u>gallery and retail</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>*Lessee will use 100 Commercial St., Suite 112 as a gallery and retail space. No changes of structure or design. Short-term / temporary use.</u>		
Contractor's name: <u>Susana Measelle Hubbs</u> Address: <u>18 Bedford Rd.</u> City, State & Zip: <u>Cape Elizabeth, ME 04107</u> Telephone: <u>207-749-0885</u> Who should we contact when the permit is ready: <u>Susana M. Hubbs</u> Telephone: <u>" "</u> Mailing address: <u>same</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.

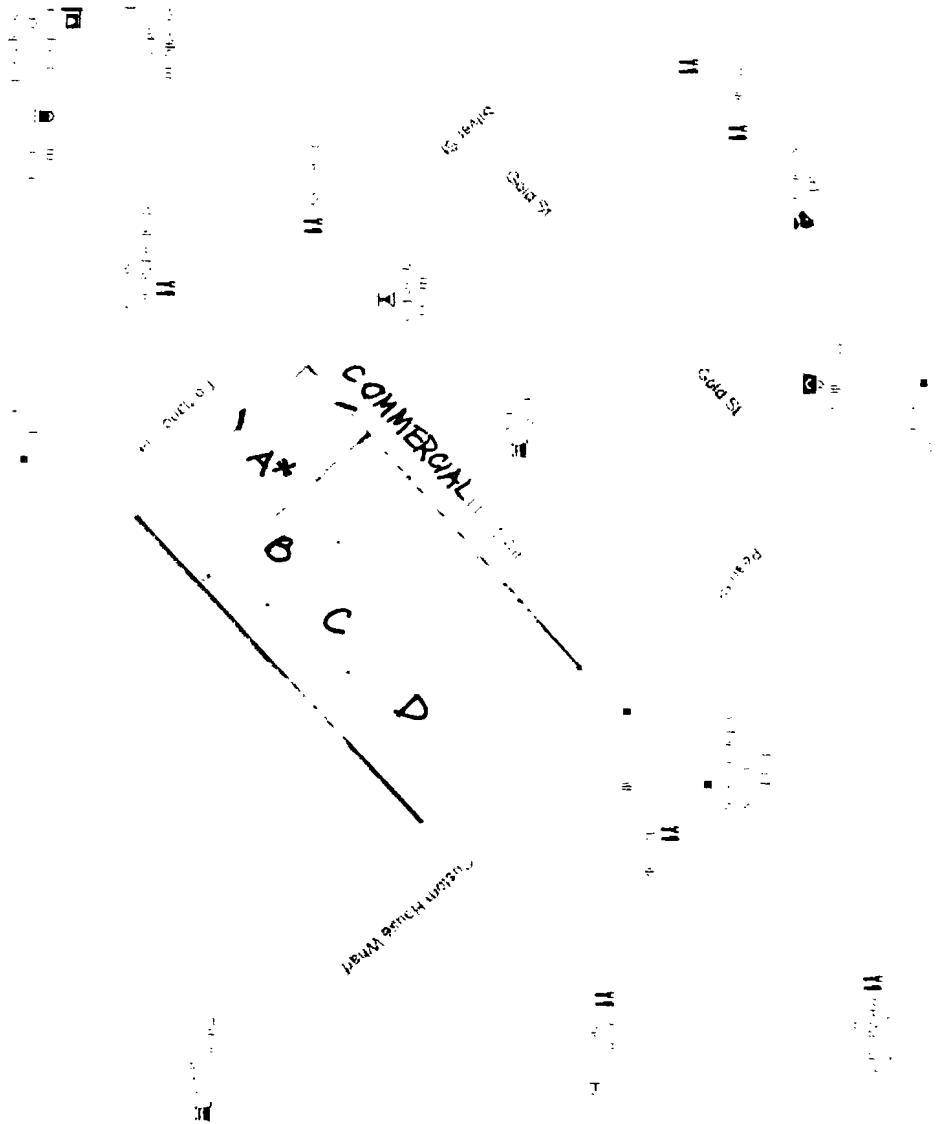
In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division 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: 

Date: 11/2/11

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



100 Commercial Street  
Thomas Block Building

- A. Pop 100 Commercial Street – retail/gallery
- B. Nomads – retail
- C. Offices
- D. Gauchos Brazilian Steakhouse – restaurant

RECEIVED

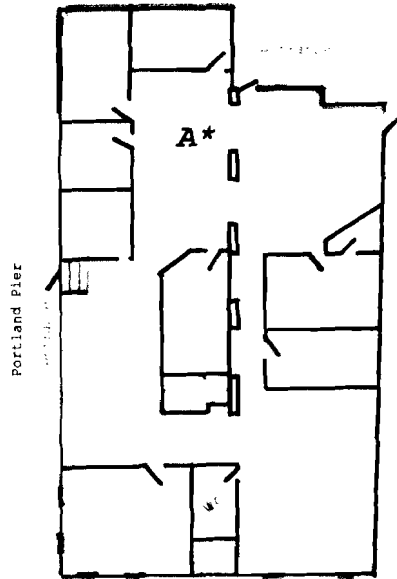
NOV - 3 2011

Dept. of Building Inspections  
City of Portland Maine

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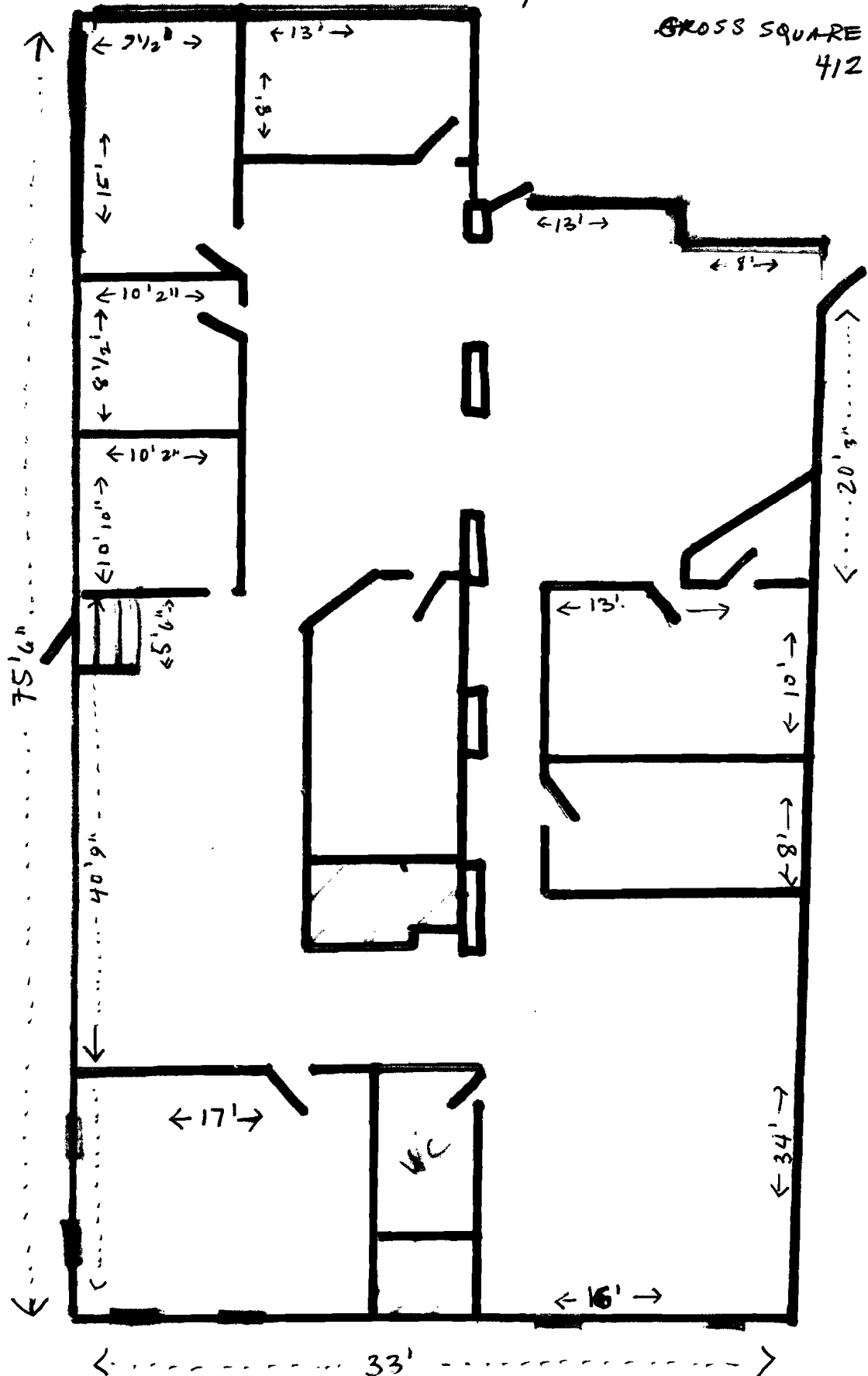


100 Commercial Street



100 Commercial Street, Ste. #112

GROSS SQUARE FEET:  
4128'





# CITY OF PORTLAND, MAINE

Department of Building Inspections

## Original Receipt

11/2/11 20

Received from

Susana Massella Hubbs

Location of Work

100 Commercial St.

Change of Use

Cost of Construction

\$

0000

Building Fee:

0000

Permit Fee

\$

75-

Site Fee:

0000

Certificate of Occupancy Fee:

0000

Total:

75-

Building (IL)     

Plumbing (IS)     

Electrical (I2)     

Site Plan (U2)     

Other     

CBL: 030-C-001-001

Check #: 2161

Total Collected \$

75-

**No work is to be started until permit issued.**

**Please keep original receipt for your records.**

Taken by:

Desire Kelly

WHITE - Applicant's Copy

YELLOW - Office Copy

PINK - Permit Copy



# CITY OF PORTLAND, MAINE

Department of Building Inspections

## Original Receipt

Nov. 3 2011

Received from

Susan Meade B. Hume

Location of Work

100 Commercial

Cost of Construction

\$ \_\_\_\_\_

Building Fee:

\_\_\_\_\_

Permit Fee

\$ \_\_\_\_\_

Site Fee:

\_\_\_\_\_

Certificate of Occupancy Fee:

\_\_\_\_\_

Total:

\_\_\_\_\_

Building (IL) /

Plumbing (IS) \_\_\_\_\_

Electrical (I2) \_\_\_\_\_

Site Plan (U2) \_\_\_\_\_

Other \_\_\_\_\_

Permit fee

CBL:

030 C00

Check #:

2162

Total Collected \$

300

**No work is to be started until permit issued.  
Please keep original receipt for your records.**

Taken by:

[Signature]

WHITE - Applicant's Copy

YELLOW - Office Copy

PINK - Permit Copy