

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Please Read Application And Notes, If Any, Attached

PERMIT ISSUED
Permit Number: 070091
FEB 14 2007
CITY OF PORTLAND

This is to certify that PREBLE STREET RESOURCE CENTER INC
has permission to Change of use from day services to the People Street Womens Shelter for 30 Women (see 2003/06/15/100001116)
AT 9 PORTLAND ST L 033 L004001

provided that the person or persons who perform or supervise the work accepting this permit shall comply with all of the provisions of the Statutes of this State 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 proceeds before this building or part thereof is started or closed-in 24 HOUR 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. Greg Clark
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature] 2/2/07
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 07-0091	Issue Date:	CBL: 033 L004001
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Location of Construction: 9 PORTLAND ST	Owner Name: PREBLE STREET RESOURCE CE	Owner Address: 331 CUMBERLAND AVE	Phone:
Business Name: Preble Street Womens Shelter	Contractor Name:	Contractor Address:	Phone
Lessee/Buyer's Name Amy Donahoe	Phone: 207-775-0026	Permit Type: Change of Use - Commercial	Zone: B3

Past Use: Day Services -Preble Street Resouce Ctr	Proposed Use: Preble Street Womens Shelter - Change of use from day services to the Preble Street Womens Shelter for 30 Women (part of second floor) 3600#	Permit Fee: \$105.00	Cost of Work: \$105.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>See Conditions</i>	INSPECTION: Use Group: R-1 Type: 3 <i>IBC 2003</i>	

Proposed Project Description:
Change of use from day services to the Preble Street Womens Shelter for 30 Women (part of second floor) 3600#

Signature: *Greg Cass* Signature: *[Signature]*
 PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)
 Action: Approved Approved w/Conditions Denied
 Signature: _____ Date: _____

Permit Taken By: ldobson	Date Applied For: 01/29/2007	Zoning Approval	
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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

Shoreland
 Wetland
 Flood Zone
 Subdivision
 Site Plan

Maj Minor MM

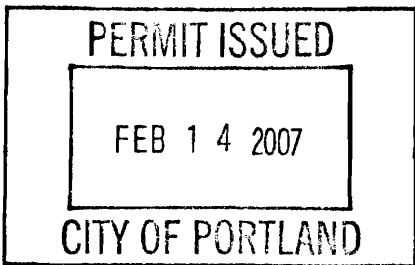
Or w/condition
 Date: *1/29/07* *ATW*

Zoning Appeal

Variance
 Miscellaneous
 Conditional Use
#1066 - planning board
 Interpretation
 Approved
by Planning Board
 Denied
by planning board.
 Date: *1/23/07*

Historic Preservation

Not in District or Landmark
 Does Not Require Review
 Requires Review
 Approved
 Approved w/Conditions
 Denied
ATM
 Date: _____



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

City of Portland, Maine - Building or Use Permit

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

Permit No: 07-0091	Date Applied For: 01/29/2007	CBL: 033 L004001
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Business Name: Preble Street Womens Shelter	Contractor Name:	Contractor Address:	Phone
Lessee/Buyer's Name Amy Donahoe	Phone: 207-775-0026	Permit Type: Change of Use - Commercial	

Proposed Use: Preble Street Womens Shelter - Change of use - 3600 +/- sf on second floor - from day services to the Preble Street Womens Shelter for 30 Women	Proposed Project Description: Change of use - 3600+/- sf on second floor - from day services to the Preble Street Womens Shelter for 30 Women -
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Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Ann Machado **Approval Date:** 01/29/2007
Note: Conditional use application #1066 to Planning Board. Approved 1/23/07. **Ok to Issue:**

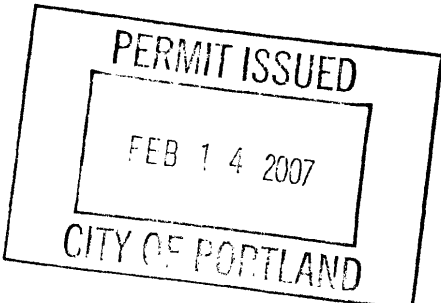
1) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Tammy Munson **Approval Date:** 02/02/2007
Note: **Ok to Issue:**

1) This is a Change of Use ONLY permit. It does NOT authorize any construction activities.

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Cptn Greg Cass **Approval Date:** 01/30/2007
Note: **Ok to Issue:**

- 1) The addition of more beds shall require a seperate life safety evaluation.
- 2) Maintain Fire Alarm and Sprinkler systems
- 3) Practice evacuation plan.
- 4) Maintain 18" between cots.
Maintain 36" aisles.



From: Jean Fraser
To: Bourke, Jeanie
Date: 1/30/2007 4:28:37 PM
Subject: Preble St Women's Shelter- Temp. C of O

Jeanie and Co,
Inspections Department

The Planning Board approved this conditional use on January 23, 2007, subject to 6 conditions. The first condition limits the area of the use to 3600 sq ft. on the upper level of the existing facility (all the conditions are in UI)

The applicant is diligently working on the 2 conditions that the Board indicated were of immediate relevance: one requires enhanced exterior lighting (mostly at the periphery) and the other requires a management plan that they need to submit to Doug Gardner (City Dir HHS).

The Planning Board indicated that they did not wish these conditions to delay the commencement of the use though expected staff to ensure they were addressed asap.

Therefore at this time **I recommend issuing a temporary Certificate of Occupancy.**

Please expedite.

Thanks
Jean (Fraser), Planner

CC: Barhydt, Barbara; Machado, Ann; Schmuckal, Marge

From: Jean Fraser
To: Hanson, Chris
Date: 2/6/2007 11:24:39 AM
Subject: Womens Emergency Shelter PSRC

Chris,

I tried to reach you this morning but your line was forwarded to Gayle and I left a long message which you may or may not be able to retrieve.

I am in this afternoon until about 3pm.

Just to give you the background:

They applied for a change of use for a Women's Shelter for 30 women and submitted the plan you have on your file (showing the layout of the cots). At the Planning Board Hearing the applicant was asked what would happen if more than 30 women showed up and needed shelter (as Shalom was predicting that with the closure of the YWCA there would be an increase in need).

The applicant (Mark Swann, Director of PSRC) answered that the Fire Marshall had given them approval for up to 43 women (I have not checked that and assume you would have confirmation of this on your file).

So the Planning Board felt that the Planning Approval should use that maximum figure just in case there is a regular need for more than 30 bedspaces; but the applicant confirmed that their intention was for it to be for 30 women even though 43 might be allowed.

The Planning Approval letter (attached) will be signed by the Chair of the Planning Board today and specifies that the area (of the change of use) is limited to 3600 sq ft or 43 women.

Does that help?

Jean

CC: Barhydt, Barbara

CITY OF PORTLAND, MAINE

PLANNING BOARD

Michael Patterson, Chair
Janice E. Tevanian, Vice Chair
Kevin Beal
Bill Hall
Lee Lowry III
Shalom Odokara
David Silk

[sent for signing]

February 6, 2007

Mark Swann
Preble Street Resource
18 Portland Street
PO Box 1459
Portland, ME 04104

RE: **9 Portland Street (Preble Street Resource Center)
Conditional Use Application #1066; CBL: 033 L004001**

Dear Mr. Swann:

On January 23, 2007 the Portland Planning Board voted 7-0 that the proposal for a change of use to an Emergency Shelter for Women is in conformance with the Conditional Use Standards of the Land Use Code, with the following conditions:

- i. That the conditional use shall be limited to 3,600 sq ft on the upper floor and be limited to a capacity of 43 women; and
- ii. That the applicant shall submit a formal letter or notice of "registration" to the Director of Health and Human Services; and
- iii. That any external alterations be submitted for review and approval by the Planning Authority; and
- iv. That the applicant shall submit a lighting plan designed for increased security, to be reviewed by staff and installed within 30 days of staff approval; and
- v. That the shelter use be discontinued within 2 months of the opening of Florence House or within 3 years of the date of this approval, whichever comes first; and
- vi. That the applicant shall prepare and submit for review and endorsement by the Director of Health and Human Services, a management plan requiring monitoring and control on site and the adjacent right of way of the site, for periods one hour before and after programs begin and terminate, to monitor such issues as people congregating, safety, improper behaviors, and noise level.

The approval is based on the application, plans, reports and other information submitted by the applicant and on staff comments and recommendations contained in Planning Report #03-07, standards for conditional use review and other applicable regulations, and the testimony presented at the Planning Board Hearing.

The Planning Office's Development Review Coordinator will inspect the final installation of the lights per the plan approved by planning staff prior to the issuance of the final Certificate of Occupancy. This inspection would be in addition to any inspections relating to the Permit for the Change of Use. Please contact Jean Fraser (contact details below) to arrange for the final inspections bearing in mind these could take up to five (5) working days to schedule.

If there are any questions related to the conditions of approval or otherwise please contact Jean Fraser at 874-8728 or jf@portlandmaine.gov.

Sincerely,

Michael J. Patterson, Chair
Portland Planning Board

Enclosed: Planning Board Hearing Report #03-07

cc: Lee D. Urban, Planning and Development Department Director
Doug Gardner, Director of Health and Human Services
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Inspections Division
Michael Bobinsky, Public Works Director
Kathi Early, Public Works Engineering Manager
Jim Carmody, City Transportation Engineer
Jeff Tarling, City Arborist
Penny Littell, Associate Corporation Counsel
Greg Cass, Fire Prevention
Assessor's Office
Approval Letter File

From: Jean Fraser
To: Bourke, Jeanie
Date: 1/30/2007 4:28:37 PM
Subject: Preble St Women's Shelter- Temp. C of O

Jeanie and Co,
Inspections Department

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The Planning Board indicated that they did not wish these conditions to delay the commencement of the use though expected staff to ensure they were addressed asap.

Therefore at this time **I recommend issuing a temporary Certificate of Occupancy.**

Please expedite.

Thanks
Jean (Fraser), Planner

CC: Barhydt, Barbara; Machado, Ann; Schmuckal, Marge

CITY OF PORTLAND, MAINE

PLANNING BOARD

Michael Patterson, Chair
Janice E. Tevanian, Vice Chair
Kevin Beal
Bill Hall
Lee Lowry III
Shalom Odokara
David Silk

Draft

January XX, 2007

Mark Swann
Preble Street Resource
18 Portland Street – PO Box 1459
Portland, ME 04104

RE: **9 Portland Street (Preble Street Resource Center)**
Conditional Use Application #1066
CBL: 033 L004001

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- vi. That the applicant shall prepare and submit for review and endorsement by the Director of Health and Human Services, a management plan requiring monitoring and control on site and the adjacent right of way of the site, for periods one hour before and after programs begin and terminate, to monitor such issues as people congregating, safety, improper behaviors, and noise level.

The approval is based on the application, plans, reports and other information submitted by the applicant and on staff comments and recommendations contained in Planning Report #03-07, standards for conditional use review and other applicable regulations, and the testimony presented at the Planning Board Hearing.

(The removed language is inapplicable because this project does not involve site plan approval)

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Department at 874-8632.

If there are any questions related to the conditions of approval or otherwise please contact Jean Fraser at 874-8728 jf@portlandmaine.gov.

Sincerely,

Michael Patterson, Chair
Portland Planning Board
Enclosed: Planning Board Hearing Report #03-07

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Inspections Division
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Kathi Early, Public Works Engineering Manager
Jim Carmody, City Transportation Engineer
Jeff Tarling, City Arborist
Penny Littell, Associate Corporation Counsel
Greg Cass, Fire Prevention
Assessor's Office
Approval Letter File

Deleted: Please note the following provisions and requirements for all site plan approvals:¶

¶ 1. Where submission drawings are available in electronic form, the applicant shall submit any available electronic Autocad files (*.dwg), release 14 or greater, with seven (7) sets of the final plans.¶

¶ 2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.¶

¶ 3. If work is not completed within the time period specified in the permit (Continuous) approval will be deemed null and void. All work in the project must be commenced within one month of the date of approval or within a time period specified in writing by the City. Requests to extend the time period must be received before the

consisting of 10% of the guarantee, must be received before the

work must be held at the site for a minimum of 30 days or, Public Works must be notified to review the work. If the work is not completed within the time period specified in writing by the City, the contractor's

approval will be deemed null and void. All work in the project must be commenced within one month of the date of approval or within a time period specified in writing by the City. Requests to extend the time period must be received before the

¶ 6. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)¶

Deleted: Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as all site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

O.K. to Issue

CITY OF PORTLAND, MAINE

PLANNING BOARD

Michael Patterson, Chair
Janice E. Tevanian, Vice Chair
Kevin Beal
Bill Hall
Lee Lowry III
Shalom Odokara
David Silk

Draft

January XX, 2007

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[The removed language is inapplicable because this project does not involve site plan approval.]

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Department at 874-8632.

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Portland Planning Board
Enclosed: Planning Board Hearing Report #03-07

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Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Development Review Coordinator
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Deleted: Please note the following provisions and requirements for all site plan approvals:¶

¶
1. Where submission drawings are available in electronic form, the applicant shall submit any available electronic Autocad files (*.dwg), release 14 or greater, with seven (7) sets of the final plans.¶

¶
2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.¶

¶
-----Section Break (Continuous)-----

3. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.¶

¶
4. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.¶

¶
5. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.¶

¶
6. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)¶

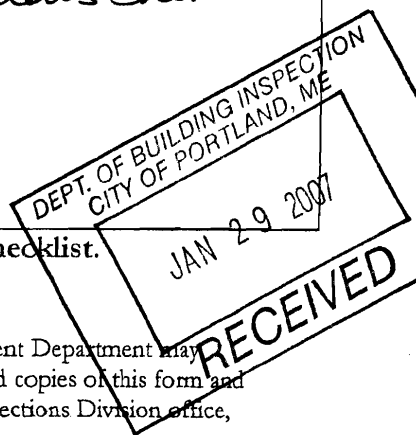
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General Building Permit Application

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>Preble Street Resource Center - 9 Portland Street - Portland</u>		
Total Square Footage of Proposed Structure <u>proposed use will occupy 3000 sq. ft.</u>		Square Footage of Lot <u>10,864 sq. ft.</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>033 L00 4001</u>	Owner: <u>Preble Street</u>	Telephone: <u>(207) 775-0026</u>
Lessee/Buyer's Name (If Applicable) <u>n/a</u>	Applicant name, address & telephone: <u>Preble Street</u> <u>15 Portland Street</u> <u>PO Box 1459</u> <u>Portland, ME 04101</u> <u>(207) 775-0026</u>	Cost Of Work: \$ <u>0</u> Fee: \$ <u>30</u> C of O Fee: \$ <u>75</u>
Current Specific use: <u>day services for homeless and low income individuals</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>overnight shelter for women</u>		
Project description: <u>Since July 2004, the City of Portland's Oxford Street Shelter has used this property as an as needed basis for an emergency overflow shelter. Preble Street prepares using this space as a shelter for approximately 30 women for a term of approximately 2 years.</u>		
Contractor's name, address & telephone: <u>n/a</u> <u>Preble Street Womens Shelter</u>		
Who should we contact when the permit is ready: <u>Amy Donahoe</u> Mailing address: _____ Phone: <u>(207) 775-0026</u> <u>PO Box 1459</u> <u>Portland ME 04104</u>		



Please submit all of the information outlined in the Commercial Application 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, 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 of applicant: [Signature] Date: 1/29/7

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

From: Jean Fraser
To: Machado, Ann; Schmuckal, Marge
Date: 1/29/2007 4:38:44 PM
Subject: C/U permit for Preble St Women's Shelter

Marge and Ann,

Just to confirm the current situation:

The Board have approved this use subject to 6 conditions, of which 2 are relevant and outstanding at the moment. The first condition limits the area of the use to 3600 sq ft. (all the conditions are in UI)

One of these is re lighting (we met with them this morning and it is being progressed) and the other is a management plan they need to submit to Doug Gardner (City Dir HHS) and that is also in the works.

Also the approval letter won't be signed for a few days because it has to be signed by the Chair of the Planning Board.

The Board agreed we didn't want to hold up the use which they want to start on Wed, so we (Barbara) will authorize a temporary Cof O.

I attach below the 8X11 inch pdf which they submitted with the application of the floor area; I will bring down tomorrow morning a hard copy of the one showing the layout of the cots (don't have that in PDF).

Let me know if anything else needed from us.
Jean

CC: Barhydt, Barbara



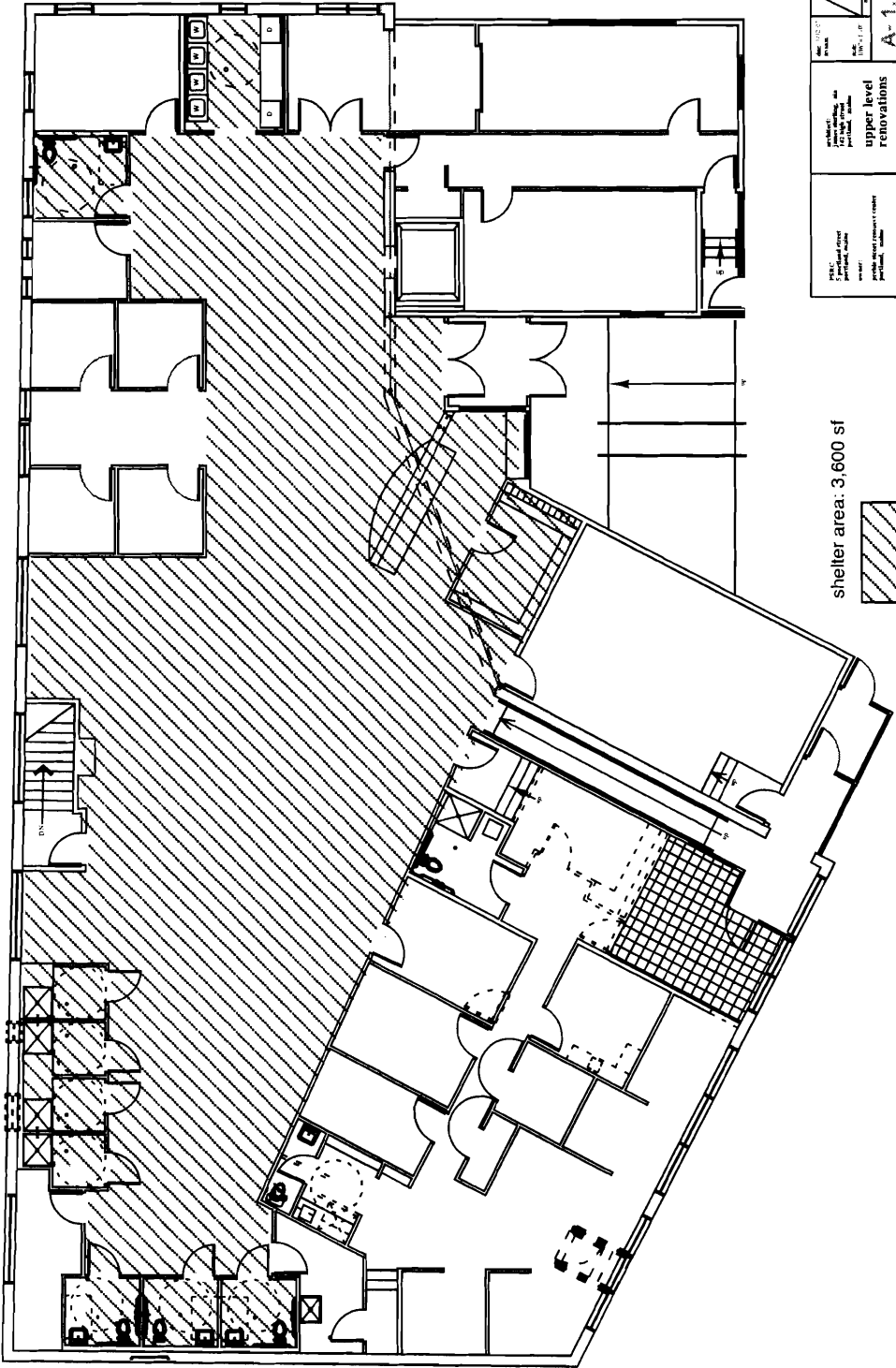
Find | Property Lookup | Notices | Forms | Application | Invoicing | Charges | Close

Zone

Appl ID | 1066 | Dept | PB | Appl. Date | 11/21/2006 | CBL | 033 L004001 | Recommendation Date |
Status | Approved w/Conditions | Property Location | 9 Portland St | Approval Date | 01/23/2007
Appl Type | Conditional Use | Review Type | Committee Review | Enactment Date |

Comment Date	Comment	Add	Delet	Save	Close
01/29/2007	Planning Board approved the conditional use of emergency shelter for Women on Jan 23, 2007 with 7 conditions as follows: [as of Jan 29 2 of these conditions -iv and vi- are outstanding but being progressed] i That the conditional use shall be limited to 3 600 sq ft on the upper floor and be limited to a capacity of 43				
	Name jf	Follow Up Date		Completed	<input type="checkbox"/>
11/22/2006	This is in the B-3 zone which allows this use as a conditional use to the Planning Board. - there are no parking requirements for change of uses within the B-3 zone. They would need to follow up with a building permit application for further approvals.				
	Name mes	Follow Up Date		Completed	<input type="checkbox"/>

Created By: | jmy | Create Date: | 11/21/2006 | Mod By: | jmy | Mod Date: | 11/21/2006



shelter area: 3,600 sf

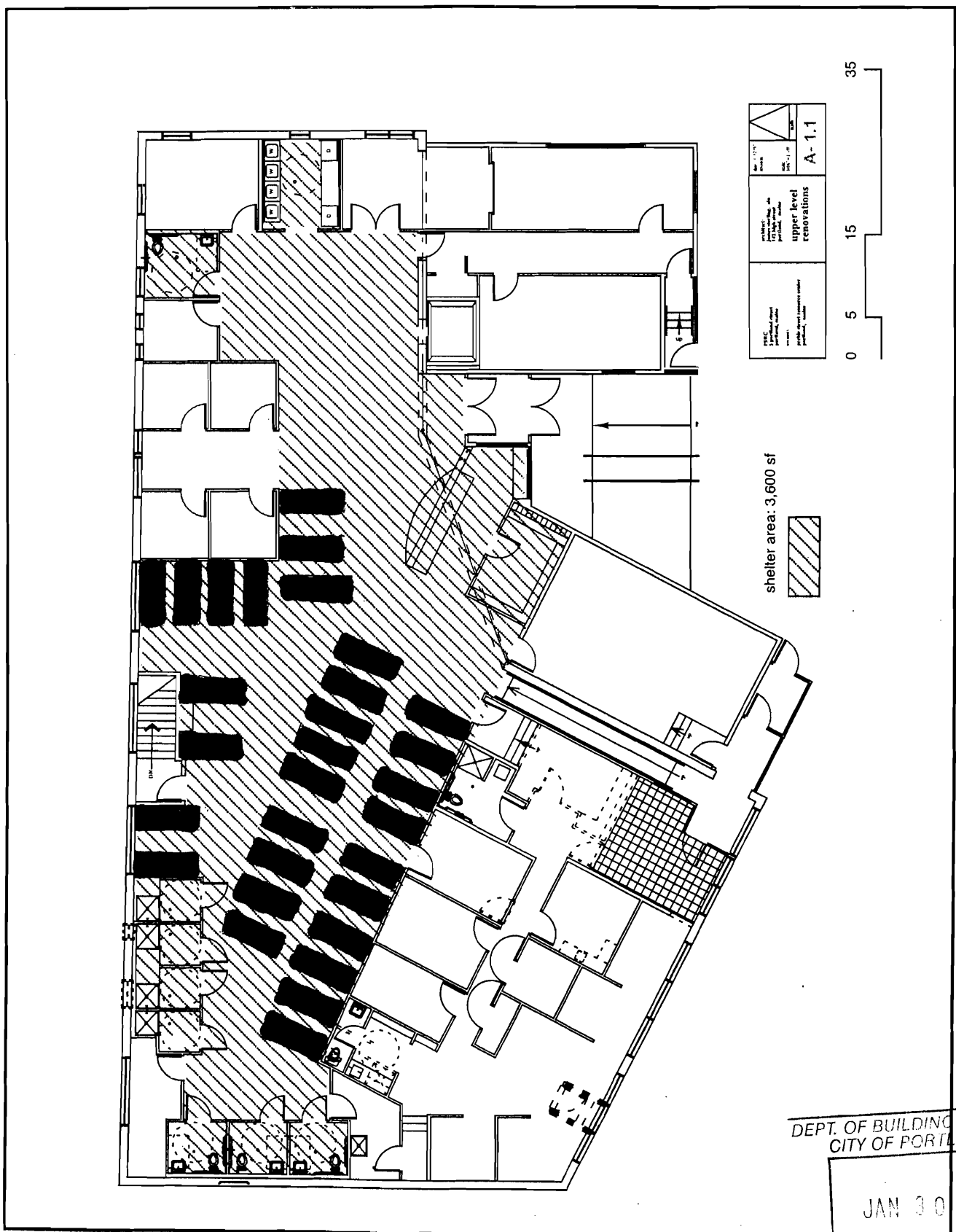


PROJECT: UPPER LEVEL RENOVATIONS	SHEET: A-1.1
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As included in BB Hearneg
Report considered 1.23.07

Attachment 10
(from applicant)



DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND, ME

JAN 30 2007

RECEIVED



City of Portland, Maine
Department of Planning and Development
Conditional Use Application

11/22/06 Comments entered

Application ID: 1066 **Application Date:** 11/21/2006 **CBL:** 033 L004001 **Property Location:** 9 Portland St

Applicant Information:

Preble Street Resource
 Name

Business Name

18 Portland St., P.O. Box 1459
 Address

Portland, ME 04104
 City, State and Zip

207-775-0026 207-842-3614
 Telephone Fax

Applicant's Right, Title or Interest in Subject Property:

Owner

Current Zoning Designation: B3

Existing Use of Property:

Day shelter, soup kitchen, food pantry and social services.

Proposed Use of Property:

Since July 2004, the City of Portland's Oxford Street Shelter has used this property as an emergency overflow shelter. Preble Street proposes using it as an emergency shelter for women.

11/22/06

Property Owner:

Preble Street Resource
 Name

331 Cumberland Ave
 Address

Portland, ME 04101
 City, State and Zip

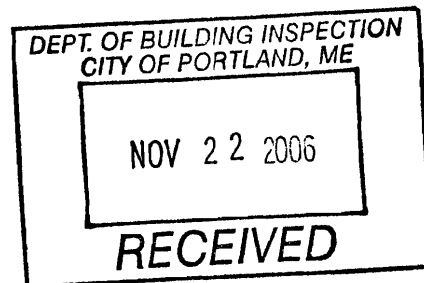
Telephone Fax

Amendment A _____

Amendment B _____

Amendment C _____

Section 14: 218



Zoning Approval

REVIEW TYPE: Committee Review

RECOMMENDATION DATE: _____ **APPROVAL DATE:** _____ **ENACTMENT DATE:** _____



Conditional Use Application

Department of Planning and Development
Portland Planning Board

1. Applicant Information:

Preble Street
Name

18 Portland Street - PO Box 1459
Address

Portland, ME 04104

(207) 775-0026 (207) 842-3614
Phone Fax

2. Subject Property:

9 Portland Street
Address

Portland, ME 04101

033 L004001
Assessor's Reference (Chart-Block-Lot)

3. Property Owner: Applicant Other

Name

Address

Phone Fax

4. Current Zoning Designation(s):

B-3

5. Right, Title, or Interest: Please identify the status of the applicant's right, title, or interest in the subject property:

owner - see attached deed

Provide documentary evidence, attached to this application, of applicant's right, title, or interest in the subject property. (For example, a deed, option or contract to purchase or lease the subject property.)

6. Vicinity Map: Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use. (Applicant may utilize the City Zoning Map or Parcel Map as a source.)

7. Existing Use:

Describe the existing use of the subject property: Day Shelter, Soup Kitchen, Food Pantry, Social Services

8. Type of Conditional Use Proposed: Since July 2004, the City of Portland's Oxford Street Shelter has used this property as an emergency overflow shelter. Preble Street proposes using it as an emergency shelter for women.

RECEIVED NOV 21 2006

JMD

9. **Sketch Plan:** On a separate sheet please provide a sketch plan of the property, showing existing and proposed improvements, including such features as buildings, parking, driveways, walkways, landscape and property boundaries. This may be a professionally drawn plan, or a carefully drawn plan, to scale, by the applicant. (Scale to suit, range from 1"=10' to 1"=100'.)

10. **Conditional Use Authorized by:** Section 14- 218

11. **Standards - Criteria for Conditional Use Appeal**

Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the Board determines that:

- a. There are unique or distinctive characteristics or effects associated with the proposed conditional use;
- b. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area;
- c. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

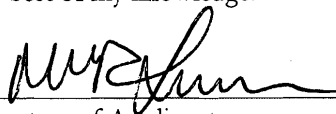
12. **Application Fee:** A fee for must be submitted by check payable to the City of Portland in accordance with Section 14-54 of the Municipal Code (see below). The applicant also agrees to pay all costs of publication (or advertising) of the Workshop and Public Hearing notices as required for this application. Such amount will be billed to the applicant following the appearance of the advertisement.

<input checked="" type="checkbox"/>	Fee for Service Deposit (\$200.00)	
	(Required for all applications in addition to the applicable application fee listed below)	
<input checked="" type="checkbox"/>	Conditional Use	\$100.00
	Legal Advertisements	percent of total bill
	Notices (workshop and public hearing)	.55 cents each

NOTE: Legal notices placed in the newspaper for the public hearing meeting are required by State Statute and local ordinance. The cost of any and all Newspaper advertisements, legal advertisements and Planning Board notices will be billed directly to the applicant.

13. **Signature:** The above information is true and accurate to the best of my knowledge.

11/21/06
Date of Filing


Signature of Applicant

Further Information: Please contact the Planning Division for further information regarding the conditional use process. Applicants are encouraged to make an appointment to discuss their conditional use before filing the application.

Applicants are encouraged to include a letter or narrative to accompany the conditional use application which can provide additional background or contextual information, and describe the proposed conditional use and reasons for the request in a manner that best suits the situation.

Portland Planning Board, Portland, Maine- Effective: July 6, 1998

Short Form Warranty Deed

2607
MAINE REAL ESTATE TAX PAID


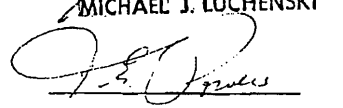
STAMCO, a Maine general partnership with a place of business in Portland, Maine, FOR CONSIDERATION PAID, grants to Preble Street Resource Center, Inc. a Maine non-profit corporation with a mailing address of P.O. Box 1459, Portland, ME 04104, with WARRANTY COVENANTS, the following described real property located in Portland, County of Cumberland, Maine:

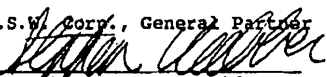
A certain lot or parcel of land together with the buildings thereon, being more particularly described as follows:

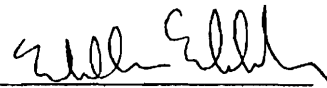
No. 1-15 Portland Street, No. 60-68 Preble Street and 246-254 Oxford Street, Portland, Maine, containing eleven thousand one hundred thirty-four (11,134) square feet more or less, all according to the City of Portland valuation plans. The said easterly line on Preble Street is 117.14 feet more or less; the said northerly line on Oxford Street is 125.66 feet more or less; the said southerly line on Portland Street is 142.63 feet more or less; the said westerly line extending through from Portland Street to Oxford Street is 54.2 feet more or less.

Being the same premises conveyed to the Grantor herein by deed of Edward C. Gall dated June 27, 1983 and recorded in the Cumberland County Registry of Deeds in Book 6204, Page 167.

WITNESS our hands and seals this 11th day of January, 1993.

WITNESS

MICHAEL J. LUCHENSKI


STAMCO, a Maine General Partnership
by: T.S.W. Corp., General Partner
by: 
Stephen Webber, It's President

by: 
William Webber, Gen. Partner
Being all of the Partners of STAMCO

Recorded
Cumberland County
Registry of Deeds
01/13/93 09:06:40AM
John B. O'Brien
Register

State of Maine
Cumberland, ss.

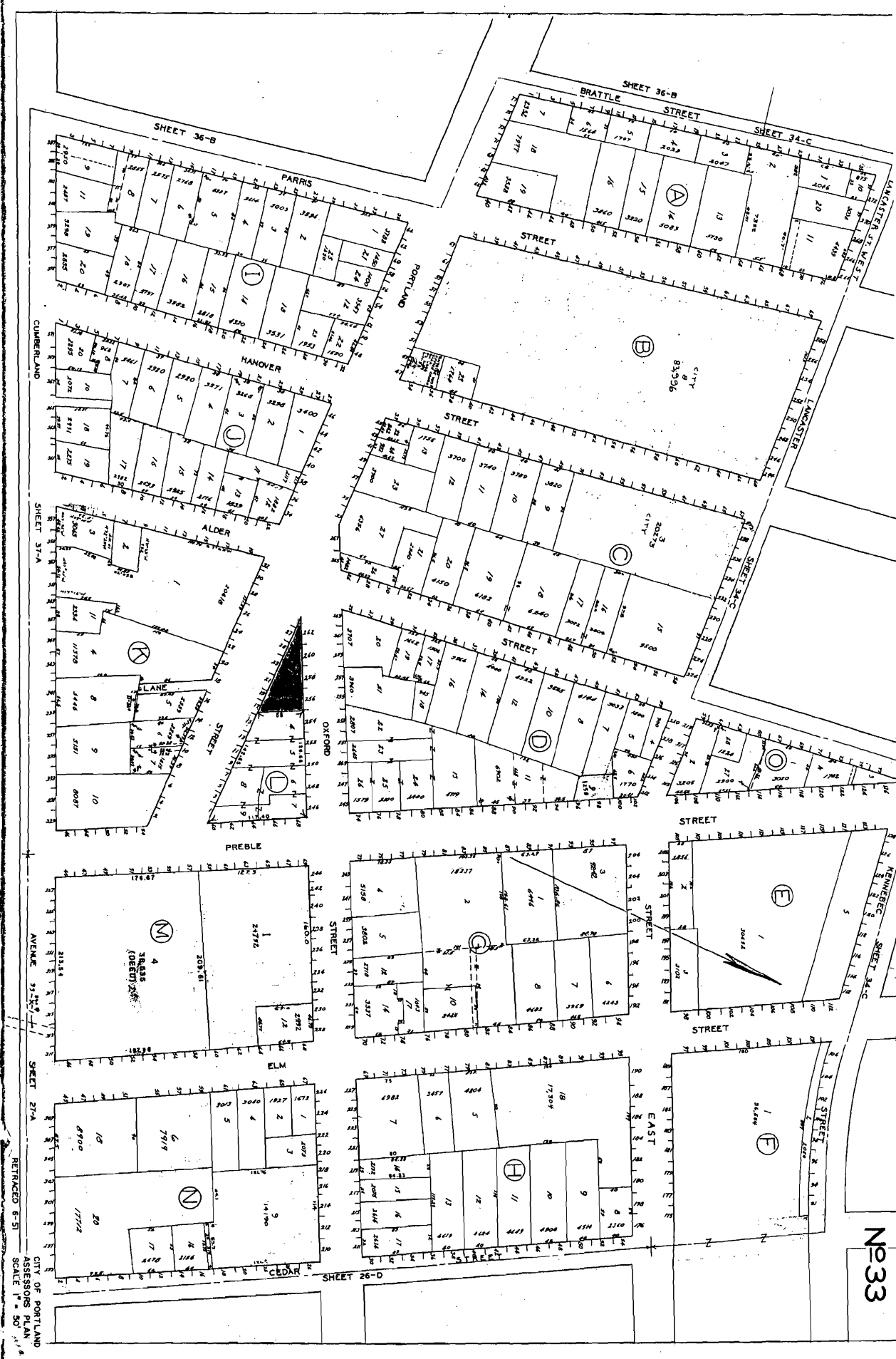
January 11, 1993

Personally appeared William Webber in his capacity as general partner of STAMCO and acknowledged the foregoing instrument to be his free act and deed on behalf of STAMCO.


Notary Public/Attorney

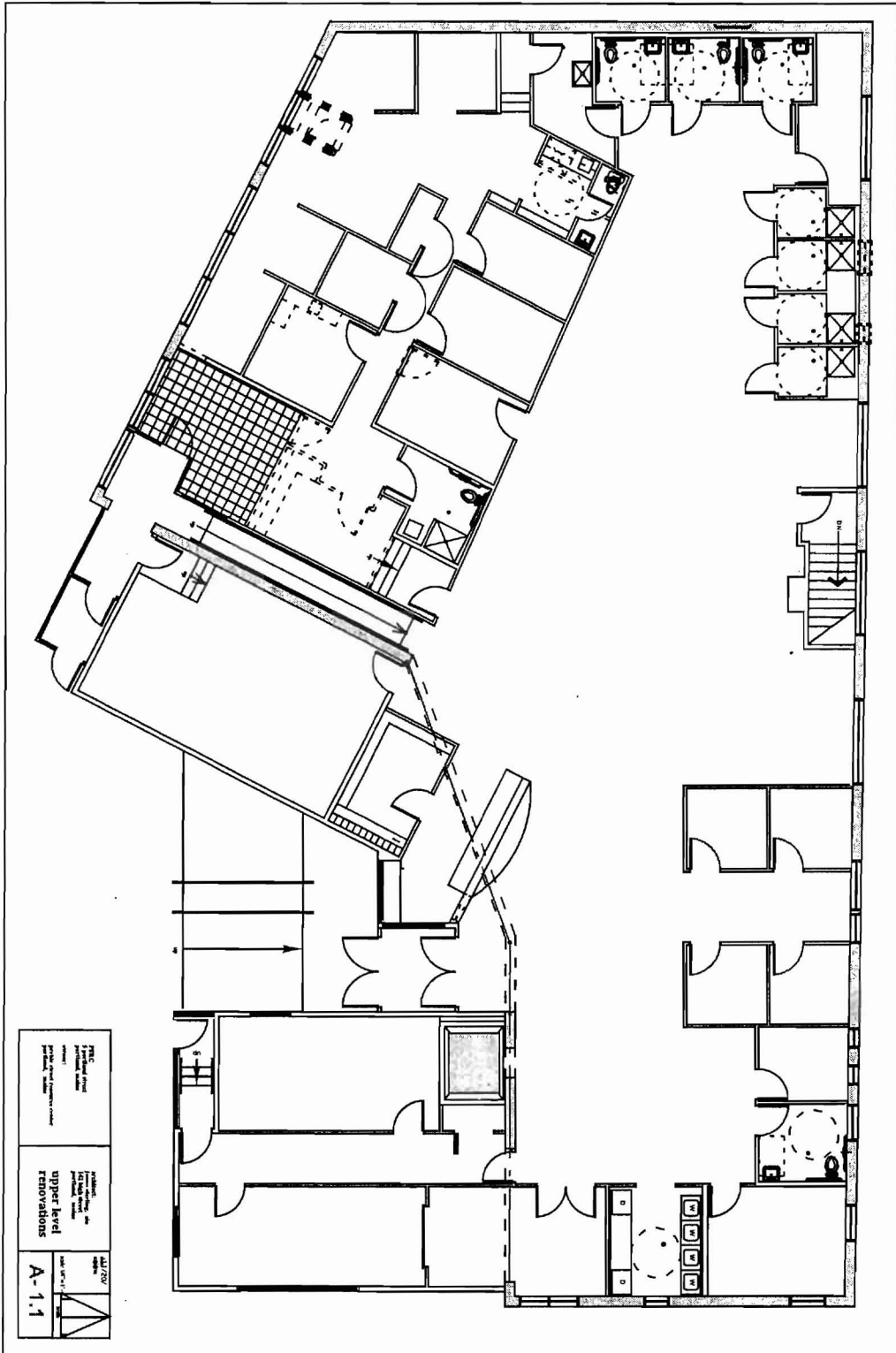
PATRICIA M. POWERS, NOTARY PUBLIC
STATE OF MAINE
MY COMMISSION EXPIRES 12/21/96

→ subject parcel
→ abutting parcel, apartment building



CITY OF PORTLAND
ASSESSOR'S PLAN
SCALE 1" = 50'

N 33





PORTLAND MAINE

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To all Development Applicants and Consultants:

On July 15, 2005, the Planning Division will implement a **fee-for-service** for City planners and City attorneys involved in development review and zoning amendments. This change was instituted by the City Council as part of the budget process for the upcoming year to ensure that the full cost of development review services is borne by the applicant proposing the development.

We will institute this change for all new and pending projects as of July 15, 2005, for review time expended after that date. For all developments there will be no additional charge for the first four hours of review processing time. We will collect a deposit of \$200.00 at the time of development review and zoning amendment application. Should the planner or attorney combined spend over four hours on the review of a project, the deposit will be drawn down to cover that cost. When the \$200.00 deposit has been expended, the applicant will receive a monthly invoice for reimbursement of review services rendered.

These charges will be billed at an hourly rate based on actual review costs to the City. At present the billing rate for planning services is \$30.00 per hour, and the rate for legal services is \$40.00. These rates and the deposit amount are subject to change on an annual or as-needed basis to reflect then-current cost structures.

As we strive to provide efficient and timely review services, it is necessary to provide a funding mechanism that does not unduly burden the property taxpayer. Nationally, more municipal services are being converted to a user fee basis. We commit to doing our best to provide efficiency in the process in order to keep the costs reasonable, and we will work with you to make the most efficient use of the billable time. (As we implement this fee system, we will be available to describe any invoiced charges.)

As always, we will strive continually to improve the quality of our customer services to the development community.

If you have any questions, please do not hesitate to call us at 874-8720.

Sincerely,

Sarah Hopkins
Development Review Services Manager

Alexander Jaegerman
Planning Division Director



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A Guide to Holding Neighborhood Meetings

In order to improve communication between development applicants and neighbors, the City of Portland requires such applicants to hold a neighborhood meeting.

What type of development proposal requires a neighborhood meeting?

Neighborhood meetings, organized and hosted by the applicant, are required for the following development proposals:

- proposed zone changes, contract zones and zoning text amendments;
- subdivisions of five or more units or lots; and
- major site plan proposals.

Who must be invited to a neighborhood meeting?

Property owners within 500 feet of the proposed development (1000 feet for proposed industrial development), as well as those people on a list of interested citizens and neighborhood groups, must be invited to the planned neighborhood meeting.

Upon request, the Planning Division will provide to the applicant mailing labels for the neighborhood meeting invitation. We require at least 48 hours prior notice to generate the mailing labels. A charge of \$1.00 per sheet of labels will be payable upon receipt of the labels.

When and where must the neighborhood meeting be held?

The neighborhood meeting must be held after the first Planning Board workshop but not less than seven days prior to the Planning Board public hearing.

The meeting should be held in the evening, during the week, at a location in the neighborhood. Neighborhood schools are usually available for evening meetings.

When must invitations be sent out?

In order to provide sufficient notice to residents, invitations must be sent out no less than seven days prior to the neighborhood meeting.

What information should the invitation include?

A recommended invitation format is included in this packet of material.

Neighborhood Meeting Handouts

Included with this packet of material is a handout sheet from the Planning Division that must be handed out to meeting attendees. This handout explains the requirement for the meeting and additional information on the review process.

Sign-up Sheets and Meeting Minutes

At the meeting, the applicant must circulate a sign-up sheet for those in attendance. The applicant must also keep accurate minutes of the meeting.

After holding the neighborhood meeting, the applicant must submit the sign-up sheet and meeting minutes to the Planning Division. The meeting minutes and sign-up sheet will be attached to the Planning Board report. A public hearing will not be scheduled until the meeting minutes and sign-up sheet are submitted to the Planning Division.

Certification

Included with this packet is a Certification to be completed and signed by the applicant. The applicant is required to certify when the invitations were sent out.

Please call the Planning Division (874-8720) if you have any questions.

Attachments

1. Neighborhood Meeting Invitation Format
2. Handout to Attendees from the Planning Division
3. Neighborhood Meeting Certification

**** Applicant/Consultant: Please include all of the information listed below in the notice sent to neighbors)**

Neighborhood Meeting Invitation Format

Applicant/Consultant
Letterhead

(Date)

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for a (development proposal) located at (location/street address).

Meeting Location: _____

Meeting Date: _____

Meeting Time: _____

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call (telephone number of applicant or consultant).

Sincerely,

(Applicant)

Note:

Under Section 14-32(C) of the City Code of Ordinances, an applicant for a major development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting at least seven days prior to the Planning Board public hearing on the proposal.



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Dear Neighbor:

Thank you for attending this evening's neighborhood meeting.

Applicants for major developments, zone changes, and subdivisions of more than five units/lots are required to hold a neighborhood meeting prior to the Planning Board's public hearing on the development proposal.

The purpose of these meetings is to improve communication between neighbors and applicants for development. We have found that neighbors raise questions and offer insight that often improves the design or compatibility of a proposed development.

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

Should you wish to offer additional comments on this proposed development, you may send correspondence to:

Planning Division
Department of Planning and Development
City Hall
389 Congress Street
Portland, ME 04101;

Or email:
sh@portlandmaine.gov;

Or call 874-8720.

Thank you for taking the time to attend tonight's meeting.

Sincerely,

Sarah Hopkins
Development Review Services Manager

Neighborhood Meeting Certification

I, (applicant/consultant) hereby certify that a neighborhood meeting was held on (date) at (location) at (time).

I also certify that on (date at least seven days prior to the neighborhood meeting), invitations were mailed to all addresses on the mailing list provided by the Planning Division, including property owners within 500 feet of the proposed development and the residents on the "interested parties" list

Signed,


_____ (date)

Attached to this certification are


1. Copy of the invitation sent
2. Sign-in sheet
3. Meeting minutes

eTools

eTools Home : Evacuation Plans and Procedures Viewing / Printing Instructions



Evacuation Plans and Procedures eTool



[Home](#) [Emergency Action Plan \(EAP\)](#) [Workplace Evaluation](#) [Expert Systems](#) [Additional Assistance](#)

OSHA's Expert System - Emergency Action Plan

[START OVER](#) | [EXIT](#)

Emergency Action Plan for:
Preble Street Resource Center
9 Portland Street - Portland, ME

In the event of emergency, employees are alerted by:

- the sounding of an alarm.

- Enter a Description of the Alarm For Each Emergency Situation

- The policy of this establishment in the event of fire or other emergency is: If able to reach the desk safely, one staff person will bring the list of women staying in the shelter that night and evacuate immediately. All other staff shall evacuate immediately. All staff shall encourage clients to evacuate immediately, checking bathrooms and shower rooms if they can do so safely. No staff should put themselves at risk looking for or assisting clients.

- In the event of an emergency, employees shall evacuate by means of the **nearest** available marked exit.

- Portable fire extinguishers are provided in the workplace for employee use. In the event of fire, any employee may use extinguishers to attempt to extinguish the fire before evacuating.

- Critical operations shutdown procedures are not required, because no employees are authorized to delay evacuation for this purpose.

- No employees are assigned to perform medical or rescue duties during emergency evacuation situations.

- After an emergency evacuation, employees are to gather in the following location(s): Across Portland Street, on the sidewalk in front of Maria's parking lot.

- After an emergency evacuation, the procedure for accounting for all employees is: The 2-3 staff on duty should check in with one another. One should be assigned to talk to the fire department upon arrival. Another should be sure all clients who checked in that night have safely left the building.

- For further assistance with emergency evacuation procedures, the following individuals may be contacted: The on call supervisor 741-8020.

[Workplace Evaluation](#) | [Emergency Action Plan](#) | [Expert Systems](#) | [Additional Assistance](#) | [Site Map](#)

eTools Home : Evacuation Plans and Procedures

Viewing / Printing Instructions

Preble Street Women's Shelter Plan

The cots, mattresses, linens and other supplies needed for the Women's Shelter will be kept in "client storage" room 116 during the day. Currently, this room has a number of lockers. We will be removing those lockers permanently and replacing them in the main room (101) as shown "new storage."

Each evening, before opening, we will fold and move the tables and chairs from room 101, into room 105. That space is the office of our caseworkers during the day and is not used in the evenings or overnight so everything will be out of the way and fit in that space without any problem.

We will then set up for the overnight shelter. The area to the right of the front entrance as you walk in will provide an activity area in the early part of the evening. We anticipate approximately 30 women per night and plan to set up cots to the left of the activity area before we open. If more than 30 women arrive, we will break down the activity area and set up additional cots as shown on the floor plan. There are 43 cots shown on the plan. Those marked o/f will only be set up if more than 30 women come to the shelter and only as needed (i.e. 3 of them will be set up if 33 women come, etc).

The cots we are using are 32 inches wide and 84 inches long. As shown on the floor plan, all cots will be a minimum of 18 inches from each other. A minimum 36 inch pathway will be maintained to each of 2 exits.

From: Marge Schmuckal
To: Jean Fraser
Date: 12/28/2006 2:40:22 PM
Subject: Re: Oxford St shelter

Jean,

All I am doing is giving you the department's microfiche information. Since there was a site plan approval, your division should have that specific information on file. It is not really intended to be a memo for the planning board. I was not trying to make any official determination. I'm not sure it is appropriate to attach my memo to your report.

Marge

>>> Jean Fraser 12/28/2006 1:47:38 PM >>>

Hi Marge,

Thanks for checking on that...while I agree with the two definitions you have suggested, I am not sure if the planning implications are any different.

However, I will leave further thinking on this to the Board- are you happy for your e-mail to be attached to the PB Memo?

Jean

>>> Marge Schmuckal 12/28/2006 1:03:50 PM >>>

Jean,

Our microfiche shows that in 1993, a site plan review and building permit was reviewed and approved for a social servies bldg which included a soup kitchen and day shelter. At the same time Mercy Hospital was granted a permit for a medical clinic in the same building off the Portland Street side.

In my opinion the day shelter is for homeless folks to get out of the weather and "hang out". An emergency shelter assumes overnight temporary residence for sleeping.

What would be your take on it?

Marge

From: Marge Schmuckal
To: Jean Fraser
Date: 12/28/2006 1:03:51 PM
Subject: Oxford St shelter

Jean,

Our microfiche shows that in 1993, a site plan review and building permit was reviewed and approved for a social servies bldg which included a soup kitchen and day shelter. At the same time Mercy Hospital was granted a permit for a medical clinic in the same building off the Portland Street side.

In my opinion the day shelter is for homeless folks to get out of the weather and "hang out". An emergency shelter assumes overnight temporary residence for sleeping.

What would be your take on it?

Marge

From: Jean Fraser
To: Schmuckal, Marge
Date: 12/26/2006 5:29:55 PM
Subject: Preble Street Resource Center Conditional Use Application

256-262
Oxford ST

33-L-4

Marge,

I am drafting the PB memo for the conditional use to an overnight emergency shelter for 30 women and wondered if your files indicated that they had any formal approval to the day shelter use?

In your view, what is the main issue that distinguishes a day shelter from an emergency overnight shelter? (ie I am trying to understand why an overnight shelter requires a further conditional use approval).

Thanks
Jean

X8728 or I will raise at this weeks Dev Rev.

From: Marge Schmuckal
To: ALEX JAEGERMAN; Barbara Barhydt
Date: 11/16/2006 1:05:28 PM
Subject: Preble Street Resource Center

On 10/24/06 I sent out an e-mail apparently to not enough folks.

The Preble Street Resource Center is located in a B-3 Business Zone which allows emergency shelters as a conditional use appeal to the Planning Board. The conditions state: "The facility shall be in compliance with the City's current Comprehensive Housing Assistance Plan, a copy of which is on file in the department of Planning and Urban Development, or, if there is no current edition of the Comprehensive Housing Assistance Plan, with a determination of need by the director of the department of Health and Human Services".

The facility also shall be registered with the City of Portland Department of Health and Human Services. Doug Gardner and Joe Gray and Lee Urban and Aaron Shapiro were copied on that e-mail.

Further conversations with Aaron revealed that he was not aware of a "Comprehensive Housing Assistance Plan" and would be talking to Mark Adelson.

I hope this helps you.

Marge

CC: Lee Urban; PENNY LITTELL

From: Doug Gardner
To: Joe Gray ; Marge Schmuckal
Date: 10/24/2006 4:57:43 PM
Subject: Re: Preble Street Resource Center

Marge - Thanks for the voice mail as well. Would this be considered a change of use subject to Planning Board approval? Doug.

>>> Marge Schmuckal 10/24 2:24 PM >>>
Joe,

This is to follow up on our elevator conversation. The Preble Street Resource Center is located in a B-3 Business Zone which allows emergency shelters as a conditional use appeal to the Planning Board. The conditions state: "The facility shall be in compliance with the City's current Comprehensive Housing Assistance Plan, a copy of which is on file in the department of Planning and Urban Development, or, if there is no current edition of the Comprehensive Housing Assistance Plan, with a determination of need by the director of the department of Health and Human Services".

The facility also shall be registered with the City of Portland Department of Health and Human Services.

I hope this helps you.

Marge

CC: Aaron Shapiro; Lee Urban

From: Marge Schmuckal
To: Joe Gray
Date: 10/24/2006 2:24:07 PM
Subject: Preble Street Resource Center

Joe,

This is to follow up on our elevator conversation. The Preble Street Resource Center is located in a B-3 Business Zone which allows emergency shelters as a conditional use appeal to the Planning Board. The conditions state: "The facility shall be in compliance with the City's current Comprehensive Housing Assistance Plan, a copy of which is on file in the department of Planning and Urban Development, or, if there is no current edition of the Comprehensive Housing Assistance Plan, with a determination of need by the director of the department of Health and Human Services".

The facility also shall be registered with the City of Portland Department of Health and Human Services.

I hope this helps you.

Marge

CC: Aaron Shapiro; Doug Gardner; Lee Urban

The planning board shall adopt rules and regulations governing the planning authority's review of an applicant's marketing efforts under this subsection.

An appeal to the planning board shall be had from the planning authority's written decision under this subsection. Such appeal shall be filed no later than thirty (30) days from the planning authority's decision.

(b) The following uses are permitted as provided in section 14-474 (conditional uses), provided that, notwithstanding section 14-474(a) or any other provision of this Code, the planning board shall be substituted for the board of appeals as the reviewing authority:

- (1) Utility substations, such as water and sewage pumping stations and standpipes, electric power substation transformer stations, and telephone electronic equipment enclosures and other similar structures, provided that such uses are suitably located, screened and landscaped so as to ensure compatibility with the surrounding neighborhood.
- (2) Drive-up banking services, provided that drive-up features, such as automated teller machines and service windows, shall not extend nearer than twenty-five (25) feet to the street line. The site must have adequate stacking capacity for vehicles waiting to use these service features without impeding vehicular or pedestrian circulation or creating hazards to vehicular or pedestrian circulation on adjoining streets. Such uses shall also be in compliance with the applicable standards contained in the Downtown Urban Design Guidelines, a copy of which is on file in the department of planning and urban development. No other type of drive-up use shall be permitted.
- (3) Light industrial uses, subject to the following requirements:
 - a. The use shall not include any use prohibited in the I-L zone;

- i. No tractor-trailer trucks or longer vehicles shall be associated with the proposal;
- ii. The proposal shall exclude warehousing and storage as a principal use;
- iii. The use shall not generate more than six (6) delivery or service trips per day between 7:00 a.m. and 7:00 p.m.

(4) Emergency shelters, subject to the following conditions, in addition to the provisions of section 14-474:

- a. The facility shall be in compliance with the city's current Comprehensive Housing Assistance Plan, a copy of which is on file in the department of planning and urban development, or, if there is no current edition of the Comprehensive Housing Assistance Plan, with a determination of need by the director of the department of health and human services.
- b. The facility shall be registered with the City of Portland Department of Health and Human Services.

(Ord. No. 241-91, 3-11-91; Ord. No. 36-93, 7-7-93; Ord. No. 46-97, § 4, 8-4-97; Ord. No. 51-00, §3, 8-7-00)

Sec. 14-219. Prohibited uses.

Uses not enumerated in sections 14-217 and 14-218 as either permitted uses or conditional uses are prohibited.

(Ord. No. 241-91, 3-11-91)

Sec. 14-220. Dimensional requirements.

In addition to the provisions of division 25 (space and bulk regulations and exceptions) of this article, lots in the B-3, B-3b and B-3c zones shall meet the following requirements:

- (a) *Minimum lot size:* None.
- (b) *Minimum street frontage:* Fifteen (15) feet.
- (c) *Street wall build-to line:* All buildings or structures

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 L004001
Location 9 PORTLAND ST
Land Use BENEVOLENT & CHARITABLE

Owner Address PREBLE STREET RESOURCE CENTER INC
 331 CUMBERLAND AVE
 PORTLAND ME 04101

Book/Page
Legal 33-L-4 TO 9 PORTLAND
 ST 1-15 PREBLE ST 60-
 68 & OXFORD ST 246-254
 11134 SF

Current Assessed Valuation

Land	Building	Total
\$166,600	\$491,200	\$657,800

Building Information

Bldg #	Year Built	# Units	Bldg Sq. Ft.	Identical Units
1	1920	1	11602	1

Total Acres	Total Buildings	Sq. Ft.	Structure Type	Building Name
0.256	11602		MANUFACTURING	CREATIONS UNLIMITED

Exterior/Interior Information

Section	Levels	Size	Use
1	B1/B1	5801	LIGHT MANUFACTURING
1	01/01	5801	LIGHT MANUFACTURING

Height	Walls	Heating	A/C
9		HOT AIR	NONE
12	BRICK/STONE	HOT AIR	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE

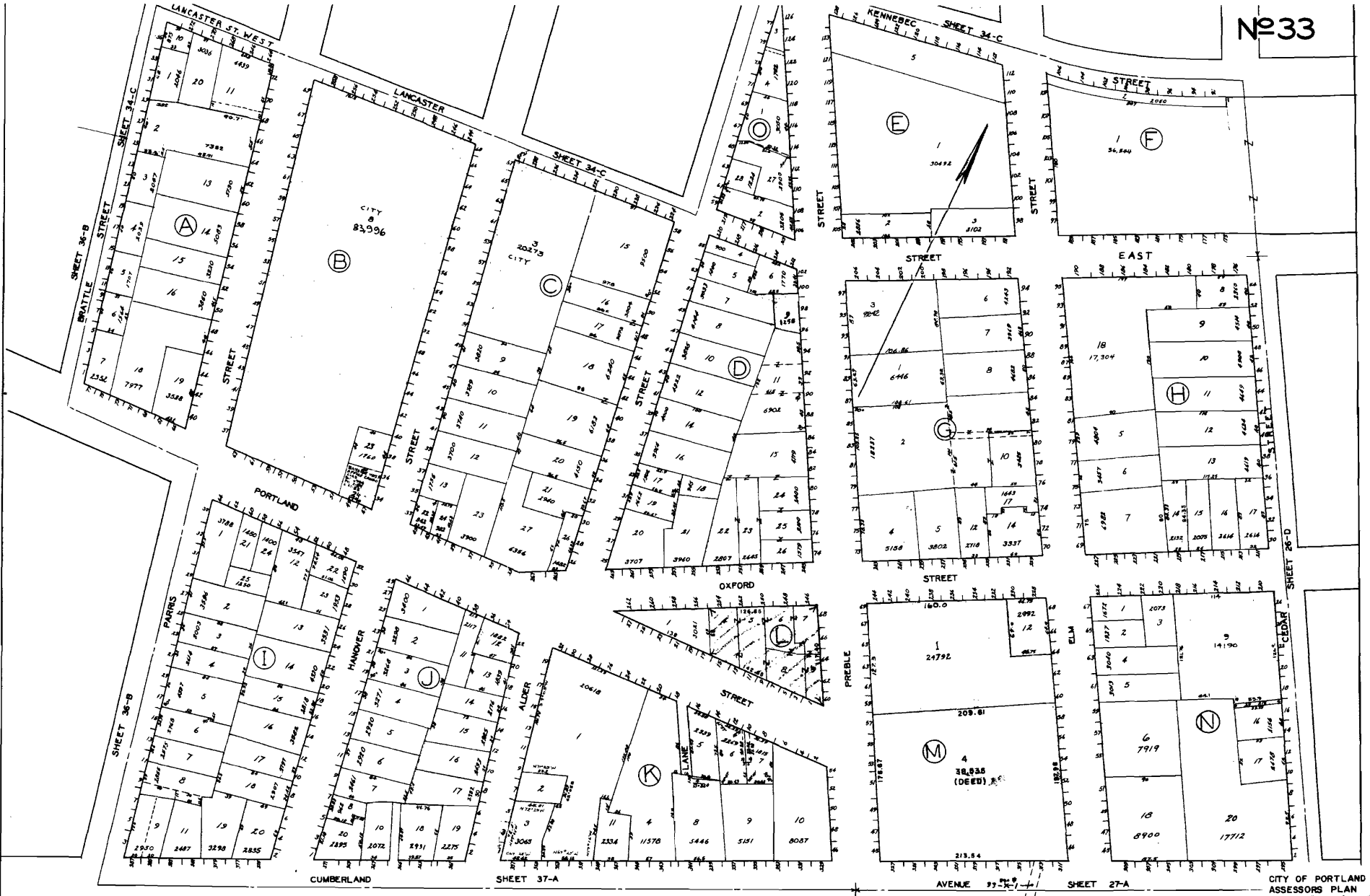
Building Other Features

Line	Structure Type	Identical Units
2	OVERHEAD DOOR - ROLLING STEEL	1
1	OVERHEAD DOOR - WD/MT	1
2	SPRINKLER - WET	1

Yard Improvements

Year Built	Structure Type	Length or Sq. Ft.	# Units
-------------------	-----------------------	--------------------------	----------------





Preble Street Resource Ctr

RECEIVED

DEC 04 1992

COMMUNITY RESOURCE CENTER

DEPT OF BUILDING INSPECTIONS
CITY OF PORTLAND

A MODEL PROGRAM FOR SERVICES TO THE HOMELESS
AND LOW-INCOME PERSONS

INTRODUCTION

Hunger and homelessness emerged during the 1980's as major social problems in communities throughout the U.S. Community groups, churches and social service organizations committed to providing relief to the poor have taken the lead in addressing these problems. In the city of Portland, the Preble Street Resource Center (PSRC) was created to provide nutritious breakfasts to feed the hungry, assist the homeless in locating affordable housing and provide an array of social services. Soup kitchens run by area churches provided lunches, dinners and weekend meals to homeless and low income people. In addition, the city of Portland and other organization opened emergency shelters where homeless people could sleep at night.

By the end of the decade, a fragmented "system" of food, shelter, and social services to aid the homeless had emerged. Unfortunately, due to the separate genesis of each component of the system, it continues to be fragmented and lacking in a consistent vision. The Community Resource Center (CRC) has been conceived jointly by the consumer community, local groups and several agencies serving homeless individuals in Portland as a single, coordinated enterprise joining our formidable energies and integrating services.

HISTORY

In 1989, the Preble Street Resource Center (PSRC) met with representatives from other soup kitchen and food provider organizations. The intent of this meeting was to facilitate improved communication among hunger relief groups, coordinate efforts and share resources and storage space. Since that time, the Food Providers Group has been meeting regularly to address such issues and to deal with emerging situations (e.g. no lunch program in August; Salvation Army evening meals discontinued in October, 1990). PSRC continues to organize, staff and host these meetings.

At the inaugural meeting of the Food Providers Group it was apparent that the hunger relief efforts were working; hungry, homeless and low income people were being fed. At the same time, there was consensus that more needed to be done to address the many issues facing soup kitchen guests and food pantry users. Feeding people was not enough. Group members saw the need to make support services and resources available to homeless and low income people to help them escape their economic trap. The group wanted to lessen their clients' dependence on food service providers by addressing the causes of their poverty.

In the fall of 1989, the Board of Trustees of the Preble Street Resource Center held a planning retreat. Among the goals identified in a five year strategic plan was to take the leadership role in designing and implementing the consolidation of the Portland meal programs and in the process extending the scope of services to homeless and low income people. In May, 1990 PSRC organized a new group to plan for such a program.

The CRC Planning Group was made up of representatives from the following organizations:

Preble Street Resource Center	-Social Service Agency w/Breakfast Soup Kitchen
St. Luke's Soup Kitchen	-Weekend Lunch Soup Kitchen
Portland Interfaith Council	-Coalition of Area Churches
Wayside Evening Soup Kitchen	-Weekday Dinner Soup Kitchen
City of Portland	-Social Services and Public Health Divisions

Page Two

Holy Innocents	-Mental Health Case Management Agency
Peoples Regional Opportunity Prgm	-Community Action Agency
People Helping People	-Consumer Advocacy Group
West End Emergency Food Pantry	-Largest Food Pantry in Portland
United Way of Greater Portland	
Junior League of Portland	
and 3 Consumer Representatives	

This group developed the concept of the Community Resource Center (CRC). One intent of the CRC Planning Group was to involve as many consumers and community organizations as possible in the planning of the Community Resource Center. They decided on an approximate floor space and design, defined staffing, considered management and administrative approaches, and visited a similar program in Boston, St. Francis House, to confirm that such a program could work.

The approach to service delivery used by PSRC was viewed as reflecting an ideal model: in the process of meal planning and nutrition needs, other services are made available to PSRC breakfast guests. These additional services include housing location assistance, transitional support, crisis intervention, case management, and the use of outreach workers with expertise in public health nursing, mental health, psychiatry, HIV disease prevention, family planning, legal services, and employment training and counseling. PSRC has demonstrated experience with service provision that builds on client strengths and facilitates independence and self-sufficiency. giving people a hand up and not just a hand out.

Plans were discussed for how to incorporate this service delivery model into all the meal programs. What emerged was the idea of placing all of the food programs under one roof and have the compliment of services provided by PSRC available at all meals. Members of the Food Provider Group were then encouraged to take this concept back to their respective organizations for discussion and approval.

THE COMMUNITY RESOURCE CENTER

As envisioned, the CRC will consist of a Breakfast Soup Kitchen, a Day Shelter, a Clothing Bank, a Housing Location Assistance Program and a Homelessness Prevention Project run by Preble Street Resource Center. A permanent medical clinic will be set up by the City of Portland Division of Public Health's Homeless Health Project and staffed by City public health nurses and substance abuse counselors. The West End Emergency Food Pantry will be located at the CRC, the Wayside Evening Soup Kitchen will offer its dinner at the CRC, and the St. Luke's Soup Kitchen will offer its weekend lunch at the CRC. Basically, the primary network of food, medical and social service providers for homeless, street and low-income persons in Portland will be available at one central location, offering an array of basic services.

A primary goal of the CRC will be to operate as a community partnership, although Preble Street Resource Center will be the legal entity owning the building. Consumers will be members of the policy making CRC Council, as well as being partners in the day-to-day operations. Maintenance, reception, kitchen and some office work will largely be the responsibility of consumer volunteers. The consumer newsletter "Street Voices" will publish out of the Community Resource Center.

The opportunity is at hand to make coordinated services and resources available to homeless and low income people, with the aim of serving people more efficiently and assisting clients on the road to empowerment and self-sufficiency. Fragmented services and resources would be coordinated to maximize client opportunities. The goal to work together as a community to help homeless and low income people become equal members of society will be advanced through the innovative programming of the Community Resource Center.

Planning & Urban Development



Joseph E. Gray Jr.
Director

CITY OF PORTLAND

December 18, 1992

Mr. David Eaton
Preble Street Resource Center
Box 1459
Portland, ME 04104

Dear Mr. Eaton:

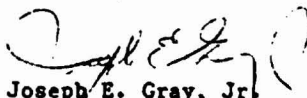
On December 18, 1992 the Portland Planning Authority granted minor site plan approval for a social service center at 252 Oxford Street. The approval is subject to the following conditions:

1. That the proposed spot elevations (final grades) of the driveway and parking area be submitted to City staff for review and approval.
2. Exterior lighting and signage shall be submitted for City staff review and approval.
3. That the sidewalk along Portland Street be repaired or replaced as required by the City Engineer.
4. Applicant has indicated that there will be no exterior changes to the building. In the event there are changes proposed to the building, the revisions shall be submitted to City staff for review and approval.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. A performance guarantee in a form acceptable to the City of Portland and an inspection fee equal to 1.7% of the performance guarantee will have to be posted before a building permit can be issued. A defect bond, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.

If there are any questions, please contact the Planning Staff.

Sincerely,


Joseph E. Gray, Jr.
Director of Planning and Urban Development

cc: Joseph E. Gray, Jr., Director of Planning and Urban Development
Richard Knowland, Acting Chief Planner
P. Samuel Hoffses, Chief of Building Inspections
William Ciroux, Zoning Administrator
George Flaherty, Director of Parks and Public Works
William Bray, Deputy Director of Parks and Public Works
Jeff Tarling, City Arborist
Natalie Burns, Associate Corporation Counsel
Lt. Wallace Garroway, Fire Prevention
Paul Niehoff, Materials Engineer
✓ Louise Chase, Building Permit Secretary
Approval Letter File
James Sterling



CITY OF PORTLAND

DEPARTMENT OF PLANNING & URBAN DEVELOPMENT
INSPECTION SERVICES DIVISION

April 7, 1993

RE: 252 Oxford Street

Project Management Inc.
Box 4857
Portland, Maine 04112

Dear Sir:

Your application to change the use from manufacturing facility to social services building, has been reviewed and a permit is herewith issued subject to the following requirements:

No certificate of occupancy can be issued until all requirements of this letter are met.

Site Plan Review Requirements

Inspection Services Approved William Giroux
Fire Department Approved LT. Gaylen McDougall
Public Works Site work issues to be resolved prior to issuance of a building permit for the lower level. Contractor to meet on site with staff prior to site construction. Melodie Esterberg
Planning Division 1. That the proposed spot elevation, (final grades) of the driveway and parking area be submitted for City staff review and approval. 2. Exterior lighting and signals shall be submitted for City staff review and approval. 3. That the sidewalk along Portland Street be repaired or replaced as required by the City Engineer. 4. Applicant has indicated there will be no exterior changes to the building. In the event there are changes proposed to the building, the revisions shall be submitted to City staff for review and approval.

Building & Fire Code Requirements

1. Any sprinkler work shall be approved by the State Fire Marshall's office.
2. Stairs shall comply with Section 5-2.2 Life Safety Code.
3. A floor plan showing seating and tables shall be submitted to the Portland Fire Prevention Bureau for approval.

Project Management


2

April 7, 1993

4. All exit signs, lights and means of egress lighting shall comply with Article 8 section and subsection 822. and 823. of the City's Building Code BOCA 1990. The builder of a facility to which Section 4594-C of the Maine State Human Rights Act, Title 5 M.R.S.A. refers, shall obtain a certification from a design professional that the plans of the facility meet the standards of construction required by this section. Prior to commencing construction of the facility, the builder shall submit the certification to the Division of Inspection Services.

If you have any questions regarding these requirements, please do not hesitate to contact this office.

Sincerely,



P. Samuel Hoffens
Chief of Inspection Services

/el

cc: William Giroux, Zoning Administrator
LT Gaylen McDougall, Fire Prevention Bureau

930240

Permit # _____ City of Portland BUILDING PERMIT APPLICATION Fee \$145 Zone 4/1/93 Map # _____ Lot# _____
Please fill out any part which applies to job. Proper plans must accompany form. \$300 - Minor SP

Owner: Preble Street Resource LLC Phone # 775-0026
Address: Box 1459- Pctd, ME 04104
LOCATION OF CONSTRUCTION 252 Oxford St. -(second floor)
(331 Cumberland A)
Contractor: Project Management Inc Sub: 775-7442
Address: Box 4857-Pctd, ME 04112 Phone # _____
Est. Construction Cost: \$25,000 Proposed Use: social services bldg Zoning: B-3
Past Use: manufacturing facility
of Existing Res. Units _____ # of New Res. Units _____
Building Dimension: L _____ W _____ Total Sq. Ft. _____
Stories: _____ # Bedrooms _____ Lot Size: _____
Is Proposed Use: Seasonal _____ Condominium _____ Conversion _____
Explain Conversion Change of Use - from manufacturing facility

For Official Use Only
Date 12/4/92 Subdivision: APR - 7 1993
Inside Fire Limits _____ Name _____
Blgd Code _____ Lot _____
Time Limit _____ Ownership: _____ Public _____ Private _____
Estimated Cost 25,000
Street Frontage Provided: _____
Provided Setbacks: Front _____ Back _____ Side _____ Side _____
Review Required:
Zoning Board Approval: Yes _____ No _____ Date: _____
Planning Board Approval: Yes _____ No _____ Date: _____
Conditional Use: _____ Variance _____ Site Plan _____ Subdivision _____
Shoreland Zoning Yes _____ No _____ Floodplain Yes _____ No _____
Special Exception _____
Other: WDA 4-6-93 (Explain)

to social services bldg & Minor Site Plan

Foundations (w interior renovations)
1. Type of Soil: _____
2. Set Backs - Front _____ Rear _____ Side(s) _____
3. Footings Size: _____
4. Foundation Size: _____
5. Other _____

Floor
1. Sills Size _____ Sills must be anchored.
2. Girder Size: _____
3. Lally Column Spacing _____ Size: _____
4. Joists Size _____ Spacing 16" O.C.
5. Bridging Type: _____ Size: _____
6. Floor Sheathing Type: _____ Size: _____
7. Other Material: _____

Interior Walls - PSRC Day Shelter
1. Studding Size _____ Spacing _____
2. No. windows _____
3. No. Doors _____
4. Header Size _____ Span(s) _____
5. Bracing: Yes _____ No _____
6. Corner Posts Size _____
7. Insulation Type _____ Size _____
8. Sheathing Type _____ Size _____
9. Siding Type _____ Weather Exposure _____
10. Masonry Material: Clock
11. Metal Materials: rel

Interior Walks
1. Studding Size _____
2. Header Size _____
3. Wall Covering Type: Wax
4. Fire Wall if require: Wax
5. Other Materials: 3
White - Tax Assessor (same bldg)

Ceiling:
1. Ceiling Joists Size: _____
2. Ceiling Strapping Size _____ Spacing _____ Not in District nor LumberK.
3. Type Ceilings: _____ Does not require review.
4. Insulation Type _____ Size _____ Requires Review.
5. Ceiling Height: _____

Roof:
1. Truss or Rafter Size _____ Span Action: Approved.
2. Sheathing Type _____ Size _____ Approved with Conditions.
3. Roof Covering Type _____
Date: 12/4/92

Chimneys:
Type: _____ Number of Fire Places _____
Date: 12/4/92

Heating:
Type of Heat: _____

Electrical:
Service Entrance Size: _____ Smoke Detector Required Yes _____ No _____

Plumbing:
1. Approval of soil test if required Yes _____ No _____
2. No. of Tubs or Showers _____
3. No. of Flushes _____
4. No. of Lavatories _____
5. No. of Other Fixtures _____

Swimming Pools:
1. Type: _____
2. Pool Size: _____ Square Footage _____
3. Must conform to _____ Code and State Law.

Permit Received _____
Signature of Applicant: Mark R. Swann Date 12/4/92
CEO's Date: 4-1-93

PERMIT ISSUED WITH RESERVE

CONTINUED TO REVERSE SIDE
Ivory Tag - CEO 12 Mr. Irvy

CITY OF PORTLAND, MAINE

SITE PLAN REVIEW

Processing Form

Applicant Preble Street Resource Center (331 Cumberland A) Date 12/4/92
 Box 1459; Ptld, ME 04104 252 Oxford St.
 Mailing Address social services & health clinic Address of Proposed Site
 Proposed Use of Site ppx 8000 sq ft Site Identifier(s) from Assessors Maps 33 L 49
 Acreage of Site / Ground Floor Coverage CHANGE OF USE: FROM MANUFACTURING FACILITY TO SOCIAL SERVICES BLDG
 Site Location Review (DEP) Required: () Yes () No Proposed Number of Floors _____
 Board of Appeals Action Required: () Yes () No Total Floor Area _____
 Planning Board Action Required: () Yes () No
 Other Comments: contact person: David Eaton : 774-2458
 (Pres/Board- Agency)
 Date Dept. Review Due: _____

 MINOR SITE PLAN REVIEW

BUILDING DEPARTMENT SITE PLAN REVIEW

(Does not include review of construction plans)

- Use does NOT comply with Zoning Ordinance
 - Requires Board of Appeals Action
 - Requires Planning Board/City Council Action

*cross-ref
 - Mercy Hosp Clinic
 5 Preble St (same bldg)*

Explanation _____

- Use complies with Zoning Ordinance — Staff Review Below

Zoning
 SPACE & BULK,
 as applicable

COMPLIES

COMPLIES
 CONDITIONALLY

DOES NOT
 COMPLY

DATE	ZONE LOCATION	INTERIOR OR CORNER LOT	40 FT. SETBACK AREA (SEC. 21)	USE	SEWAGE DISPOSAL	REAR YARDS	SIDE YARDS	FRONT YARDS	PROJECTIONS	HEIGHT	LOT AREA	BUILDING AREA	AREA PER FAMILY	WIDTH OF LOT	LOT FRONTAGE	OFF-STREET PARKING	LOADING BAYS

CONDITIONS
 SPECIFIED
 BELOW

REASONS
 SPECIFIED
 BELOW

REASONS: WJH 4-6-93

SIGNATURE OF REVIEWING STAFF/DATE

BUILDING DEPARTMENT—ORIGINAL

PORTLAND, MAINE
Department of Building Inspection



Certificate of Occupancy

LOCATION: 1000 Street

Date of Issue: 1/22/78

This is to certify that the building, premises or part thereof, at the above location built or altered or changed as to use under Building Permit No. 37124 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 to the extent or otherwise as indicated below.

PORTION OF BUILDING OR PREMISES:

APPROVED OCCUPANCY:

As per plan

Building Code Book

The Certificate is given on the condition that the applicant shall comply with all applicable laws, ordinances and regulations of the City of Portland, Maine.

1978
OFFICE OF THE
CITY ENGINEER

Date:

30241

Permit # 30241 City of Portland BUILDING PERMIT APPLICATION Fee 495.00 Zone Map # Lot #

Owner: Mercy Hospital Address: 144 State St. Phone # 879-3309

LOCATION OF CONSTRUCTION 5 Portland Street

Contractor: P.P. & C.H. Murray, Inc. P.O. Box 2530 Attn: D. Robinson 799-8136

So. PLID, No. 95,000 Proposed Use: Free Clinic

Permitting Date: Total Sq. Ft. Conversion

Interior Renovation as per plans

For Official Use Only

Date: 3/31/93

Issue Fee: \$100.00

Time Limit: 95,000.00

Estimated Cost: 95,000.00

APR - 7 1993

Street Frontage Provided: Back Side Side

Provided Backsides Front Back Side Side

Review Required: Zoning Board Approval: Yes No Date: Planning Board Approval: Yes No Date: Conditional Use: Variance Site Plan Subdivided: Shared Zoning Yes No Floodplain Yes No Special Exception: Overhead (Flagpole)

Callings: 1. Ceiling Joist Size: Spacing: Not in District per Landmark 2. Ceiling Sheathing Size: Spacing: Does not comply code 3. Type Ceiling: Size: Requires barrier 4. Insulation Type: 5. Ceiling Height: Action: Approved

Roof: 1. Truss or Raft Size: Spacing: 2. Sheathing Type: Size: 3. Roof Covering Type: Number of Fire Plans: 4. Ceiling Height: Action: Approved

Electrical: Service Entrance Size: Square Detector Required: 1. Approval of soil test if required: Yes No 2. No. of Tubing or Spacers: Yes No 3. No. of Fuses: Yes No 4. No. of Levellers: Yes No 5. No. of Other Devices: Yes No

Plumbing: 1. Approval of soil test if required: Yes No 2. No. of Tubing or Spacers: Yes No 3. No. of Fuses: Yes No 4. No. of Levellers: Yes No 5. No. of Other Devices: Yes No

Inspection Dates: White Tag - CEO [Signature] Date 3-31-93



White Tax Assessor Yellow-GPCOG White Tag-CEO [Signature] Copyright GPCOG 1988

30240

CITY OF BOSTON BUILDING PERMIT APPLICATION Fee \$145

4/1/93 Map # Lot #

\$300 - Minor SP

157 BOSTON STREET, RECORDED BY PLANS 775-0026

PLANS 775-001104

MANUFACTURING

MANUFACTURING FACILITY

MANAGEMENT INC 775-7442

MANUFACTURING FACILITY

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MANUFACTURING FACILITY

For Official Use Only

Lot: 30240

City of Boston

Estimated Cost: \$25,000

Estimated Date: 4/1/93

Project Name: [REDACTED]

Address: [REDACTED]

City of Boston

Callings

1. Ceiling Joists Size: [REDACTED]

2. Ceiling Strapping Size: [REDACTED]

3. Type Callings: [REDACTED]

4. Insulation Type: [REDACTED]

5. Ceiling Height: [REDACTED]

Basin

1. Type or Finish: [REDACTED]

2. Showering Type: [REDACTED]

3. Bid Covering Type: [REDACTED]

Chimneys

Type: [REDACTED]

Number of the Pieces: [REDACTED]

Roofing

Type of Roof: [REDACTED]

Service Entrance Size: [REDACTED]

Radon Detector Required: [REDACTED]

Partitions

1. Approval of wall least if required: [REDACTED]

2. No. of Partitions: [REDACTED]

3. No. of Partitions: [REDACTED]

4. No. of Partitions: [REDACTED]

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100. No. of Partitions: [REDACTED]



APPROVED BY: [Signature]

DATE: [REDACTED]

CEOs: [REDACTED]

MANUFACTURING FACILITY

CONTINUED TO REVERSE SIDE

IVORY TAG - CEO

[Signature]

MANUFACTURING FACILITY

**CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM
Zoning Copy**

2003-0219
Application I. D. Number
10/20/2003
Application Date
Amendment to Plan
Project Name/Description

Preble Street Resource
Applicant
331 Cumberland Ave, Portland, ME 04101
Applicant's Mailing Address

Consultant/Agent
Agent Ph: _____ **Agent Fax:** _____
Applicant or Agent Daytime Telephone, Fax

5 - 5 Portland St, Portland, Maine
Address of Proposed Site
033 L004001
Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply): New Building Building Addition Change Of Use Residential Office Retail
 Manufacturing Warehouse/Distribution Parking Lot Other (specify) **Amendment to Plan**

Proposed Building square Feet or # of Units _____ Acreage of Site _____ Zoning _____

Check Review Required:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Site Plan
(major/minor) | <input type="checkbox"/> Subdivision
of lots _____ | <input type="checkbox"/> PAD Review | <input type="checkbox"/> 14-403 Streets Review |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional
Use (ZBA/PB) | <input type="checkbox"/> Zoning Variance | | <input type="checkbox"/> Other _____ |

Fees Paid: Site Plan _____ Subdivision _____ Engineer Review _____ Date _____

Zoning Approval Status:

Reviewer Marge Schmuckal
 Approved Approved w/Conditions
See Attached Denied

Approval Date _____ Approval Expiration _____ Extension to _____ Additional Sheets
Attached
 Condition Compliance _____
signature _____ date _____

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

- | | | | |
|---|----------------|--|-----------------|
| <input type="checkbox"/> Performance Guarantee Accepted | _____ | _____ | _____ |
| | date | amount | expiration date |
| <input type="checkbox"/> Inspection Fee Paid | _____ | _____ | |
| | date | amount | |
| <input type="checkbox"/> Building Permit Issue | _____ | | |
| | date | | |
| <input type="checkbox"/> Performance Guarantee Reduced | _____ | _____ | _____ |
| | date | remaining balance | signature |
| <input type="checkbox"/> Temporary Certificate of Occupancy | _____ | <input type="checkbox"/> Conditions (See Attached) | _____ |
| | date | | expiration date |
| <input type="checkbox"/> Final Inspection | _____ | _____ | |
| | date | signature | |
| <input type="checkbox"/> Certificate Of Occupancy | _____ | | |
| | date | | |
| <input type="checkbox"/> Performance Guarantee Released | _____ | _____ | |
| | date | signature | |
| <input type="checkbox"/> Defect Guarantee Submitted | _____ | _____ | _____ |
| | submitted date | amount | expiration date |
| <input type="checkbox"/> Defect Guarantee Released | _____ | _____ | |
| | date | signature | |

City of Portland Site Plan Application

If you or the property owner owe real estate taxes, personal property taxes or user charges on any property within the City of Portland, payment arrangements must be made before permit applications can be received by the Inspections Division.

Address of Proposed Development: 5 PORTLAND STREET		Zone: B3
Total Square Footage of Proposed Structure: 2,000 sq. ADDITIONS	Square Footage of Lot: 10,800	
Tax Assessor's Chart, Block & Lot: Chart# 33 Block# L Lot# 4	Property owner's mailing address: PRUDLE ST. RESOURCE CTR P.O. BOX 1459 PTLD 04101	Telephone #: 715-0026
Consultant/Agent, mailing address, phone # & contact person: JAMES STEERLING ARCHITECT.	Applicant's name, mailing address, telephone #/Fax#/Pager#: JAMES STERLING P.O. BOX 7305 PTLD 04102 o 712-1037 F 713-8545	Project name: CRC RENOVATIONS
<p>Proposed Development (check all that apply)</p> <p> <input type="checkbox"/> New Building <input checked="" type="checkbox"/> Building Addition <input type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ <input type="checkbox"/> Site Location of Development (\$3,000.00) (except for residential projects which shall be \$200.00 per lot _____) <input type="checkbox"/> Traffic Movement (\$1,000.00) <input type="checkbox"/> Stormwater Quality (\$250.00) <input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot) <input type="checkbox"/> Other _____ </p> <p>Major Development (more than 10,000 sq. ft.)</p> <p> <input type="checkbox"/> Under 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000.00) <input type="checkbox"/> Parking Lots over 100 spaces (\$1,000.00) <input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000.00) <input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000.00) <input type="checkbox"/> Over 300,000 sq. ft. (\$5,000.00) <input type="checkbox"/> After-the-fact Review (\$1,000.00 + applicable application fee) </p> <p>Minor Site Plan Review</p> <p> <input type="checkbox"/> Less than 10,000 sq. ft. (\$400.00) <input type="checkbox"/> After-the-fact Review (\$1,000.00 + applicable application fee) </p> <p>Plan Amendments</p> <p> <input checked="" type="checkbox"/> Planning Staff Review (\$250.00) <input type="checkbox"/> Planning Board Review (\$500.00) </p>		
- Please see next page -		

Who billing will be sent to: (Company, Contact Person, Address, Phone #)

JAMES STEKLING, BELLETT-

P.O. BOX 7305

PORTLAND, ME 04112

772-0037.

Submittals shall include (9) separate folded packets of the following:

- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

Amendment to Plans: Amendment applications should include 6 separate packets of the above (a, b, & c)
ALL PLANS MUST BE FOLDED NEATLY AND IN PACKET FORM

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .50 per page (8.5 x11)
you may also visit the web site: ci.portland.me.us chapter 14

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:

Duburg

Date: 20 02 03

This application is for site review ONLY, a building Permit application and associated fees will be required prior to construction.

JAMES A. STERLING
Architect A I A
142 High Street
P.O. Box 7305
Portland, Maine 04112
207 772.0037
FAX 773.8545
chechaak@gwi.net

20 October 2003

Sarah Hopkins
Portland Planning Department
Portland City Hall

Re: CRC Renovations
Site plan Amendment.

Dear Sarah:

I have enclosed 6 copies of the revised CRC renovations site plan for your review.

The original site plan, for budget reasons, was sparse. The revised plan adds benches, trees, and steps. Parking spaces have been relocated directly off Portland Street with bollards to control the entry point. The guardrail has been deleted and a small section of retaining wall has been added along the Preble Street side of the site (see LA-1.1, 22 April 03). The brick sidewalk along Preble Street has also been rebuilt.

Please let me know if there are any questions.

Sincerely,



James Sterling, AIA
Architect



CITY OF PORTLAND, MAINE
Department of Building Inspection

Certificate of Occupancy

LOCATION 9 PORTLAND ST CBL 033 L004001

Issued to PREBLE STREET RESOURCE CENTER INC Date of Issue 02/06/2007

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. 07-0091, 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
3600± sf on second floor

APPROVED OCCUPANCY
Change of Use from day services to Preble Street Women's Shelter for 30 women and over flow up to 43 women
R-1 Type 3 IBC2003

Limiting Conditions: Temporary Certificate of Occupancy based on recommendations contained in Planning Report #03-07

This certificate supersedes certificate issued

Approved: 02/06/07 [Signature] 2 (Date) [Signature] Inspector PFD

[Signature] 2/8/07 Inspector of Buildings