

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

<b>PERMIT ISSUED</b>		CBL:
Permit No: 02-1112	Issue Date: OCT 24 2002	037 H013001

<b>Location of Construction:</b> 504 Congress St	<b>Owner Name:</b> Kaplan 504 Llc	<b>Owner Address:</b> 49 Ocean Ave	<b>Phone:</b> 207- <del>207-5500</del>
<b>Business Name:</b> n/a	<b>Contractor Name:</b> Bailey Sign Company Inc.	<b>Contractor Address:</b> 9 Thomas Drive Westbrook	<b>Phone:</b> 2077742843
<b>Lessee/Buyer's Name:</b> n/a	<b>Phone:</b> n/a	<b>Permit Type:</b> Signs - Permanent	<b>Zone:</b> B-3

<b>Past Use:</b> Commercial	<b>Proposed Use:</b> Commercial / Entertainment; Install 4' x 20' sign to identify business. 12	<b>Permit Fee:</b> \$78.00	<b>Cost of Work:</b> \$0.00	<b>CEO District:</b> 2
		<b>FIRE DEPT:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: A Type: NA 10/22/02 Signature: <i>[Signature]</i>	

<b>Proposed Project Description:</b> Install 4' x 20' sign to identify business 12	<b>Signature:</b>	<b>Signature:</b>
<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
<b>Signature:</b>		<b>Date:</b>

<b>Permit Taken By:</b> gg	<b>Date Applied For:</b> 09/30/2002	<b>Zoning Approval</b>
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1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Date: 10/4/02	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	<b>Historic Preservation</b> <input type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied to D.A 10/4/02 Date:
	OK for P.A.D * See Revised Stamped Print * XS		

**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

**THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE PERMIT IS ISSUED**

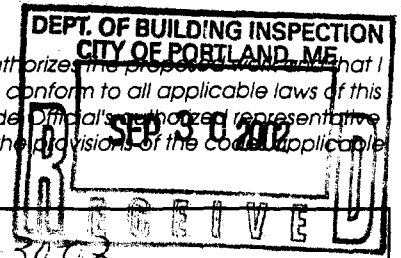
## Signage Application

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>504 Congress Street</u>		
Total Square Footage of Proposed Structure <u>48 sq ft</u>	Square Footage of Lot <u>1 acre (+/-)</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>037</u> Block# <u>H</u> Lot# <u>013</u>	Owner: <u>Michael Kaplan</u>	Telephone: <del>XXXXXXXXXX</del>
Lessee/Buyer's Name (If Applicable) <u>Club Ozone</u>	Applicant name, address & telephone: <u>Bailey Sign Company</u> <u>9 Thomas Drive</u> <u>Westbrook, ME 04092</u>	Total s.f. of signage <u>48</u> x 1.00 per s.f. \$ <u>48</u> , plus \$30.00 base fee Fee: \$ <u>78.00</u>
Current use: <u>Business - Retail</u> <u>774-1193 (F)</u>		
If the location is currently vacant, what was prior use: _____		
Approximately how long has it been vacant: _____		
Proposed use: <u>Business - "Entertainment"</u>		
Project description: <u>Remove signage - previous business 4' x 26' 12"</u> <u>install new sign to identify new business</u>		
Contractor's name, address & telephone: <u>Bailey Sign Co. 9 Thomas Drive Westbrook ME 04092</u>		
Who should we contact when the permit is ready: <u>Judy Trainor / Bailey Sign Co.</u>		
Mailing address: <u>9 Thomas Drive Westbrook ME 04092</u> <u>774-2843</u>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$50.00 fee if any work starts before the permit is picked up. Phone: <u>774-2843</u>		

**IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.**

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code 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 code applicable to this permit.



Signature of applicant: <u>Judy Trainor / Bailey Sign</u>	Date: <u>9-30-02</u>
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**This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4th floor of City Hall**

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

Please Read  
Application And  
Notes, If Any,  
Attached

BUILDING DEPARTMENT

## PERMIT

Permit Number: 021112

This is to certify that Kaplan 504 Llc/Bailey Sign Company Inc  
has permission to Install 4' x 2' sign to identify business  
AT 504 Congress St 12' 037 H013001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permit is procured before this building or part thereof is occupied 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. \_\_\_\_\_  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

*[Signature]*  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

**SIGNAGE PRE-APPLICATION**

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 504 Congress Street - (Club Ozone) ZONE: B-3

OWNER: Michael Kaplan

APPLICANT: Bailey Sign Company 9 Thomas Drive Westbrook ME 04092

ASSESSOR NO. \_\_\_\_\_

PLEASE CIRCLE APPROPRIATE ANSWER

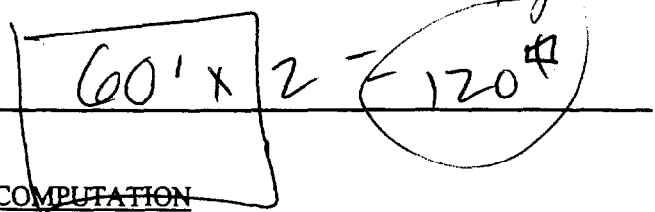
SINGLE TENANT LOT? YES  NO  MULTI-TENANT LOT? YES  NO   
FREESTANDING SIGN? (ex. Pole Sign) YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_  
MORE THAN ONE SIGN? YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_  
SIGN ATTACHED TO BLDG.? YES  NO  DIMENSIONS 4' x 12' 40'  
MORE THAN ONE SIGN? YES  NO  DIMENSIONS \_\_\_\_\_  
AWNING: YES  IS AWNING BACKLIT? YES  NO  HEIGHT OFF SIDEWALK \_\_\_\_\_  
IS THERE ANY MESSAGE, TRADEMARK OR SYMBOL ON IT? \_\_\_\_\_

LIST ALL EXISTING SIGNAGE AND THEIR DIMENSIONS:

*N/A*

*dk*

\*\*\* TENANT BLDG. FRONTAGE (IN FEET):  
\*\*\* REQUIRED INFORMATION



AREA FOR COMPUTATION

**YOU SHALL PROVIDE:**

A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE EXISTING AND NEW SIGNAGE IS LOCATED MUST BE PROVIDED. SKETCHES AND/OR PICTURES OF PROPOSED ARE ALSO REQUIRED.

SIGNATURE OF APPLICANT: Judy Trainor / Bailey Sign DATE: 9-30-02

WRITTEN CONSENT AND AGREEMENT RELATING TO A CERTAIN SIGN PROPOSED TO BE  
ERECTED ON A BUILDING AT 504 Congress Street  
IN PORTLAND, MAINE Michael Kaplan being the owner of the premises  
at 504 Congress St. in Portland, Maine hereby gives consent to the  
erection of a certain sign owned by Club Ozone over the  
public sidewalk or on the building from said premises as described in  
application to the Division of Inspection Services of Portland, Maine for a  
permit to cover erection of said sign:

And in consideration of the issuance of said permit Michael Kaplan  
owner of said premises, in event said sign shall cease to serve the purpose  
for which it was erected or shall become dangerous and in event the owner of  
said sign shall fail to remove said sign or make it permanently safe in case  
the sign still serves the purpose for which it was erected, hereby agrees  
for himself or itself, for his heirs, its successors, and his or its  
assigns, to completely remove said sign within ten days of notice from said  
Inspector of Buildings that said sign is in such condition and of order from  
him to remove it.

In witness whereof, the owner of said premises has signed this consent and  
agreement this 24<sup>th</sup> day of September 2002

Michael Kaplan

03/25/02

ACORD

# CERTIFICATE OF LIABILITY INSURANCE

OP ID M1  
BAILE-7

DATE (MM/DD/YY)  
04/17/02

**PRODUCER**

Morse, Payson & Noyes Ins.  
P.O. Box 406  
Portland ME 04112-0406  
Phone: 207-775-6000 Fax: 207-775-0339

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURERS AFFORDING COVERAGE**

**INSURED**

Bailey Sign, Inc.  
Bruce Bailey  
9 Thomas Dr.  
Westbrook ME 04092

INSURER A: Commercial Union York Ins. Co.  
INSURER B: MAINE EMPLOYERS MUTUAL  
INSURER C:  
INSURER D:  
INSURER E:

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	RENEWAL OF YMR771947	04/01/02	04/01/03	EACH OCCURRENCE \$ 1,000,000 FIRE DAMAGE (Any one fire) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	RENEWAL OF YMAN92378	04/01/02	04/01/03	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	<b>EXCESS LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	1810058334	04/01/02	04/01/03	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	OTHER				

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS**

City of Portland is named as Additional Insured with respects to General Liability.

**CERTIFICATE HOLDER**

N

ADDITIONAL INSURED; INSURER LETTER: \_\_\_\_\_

**CANCELLATION**

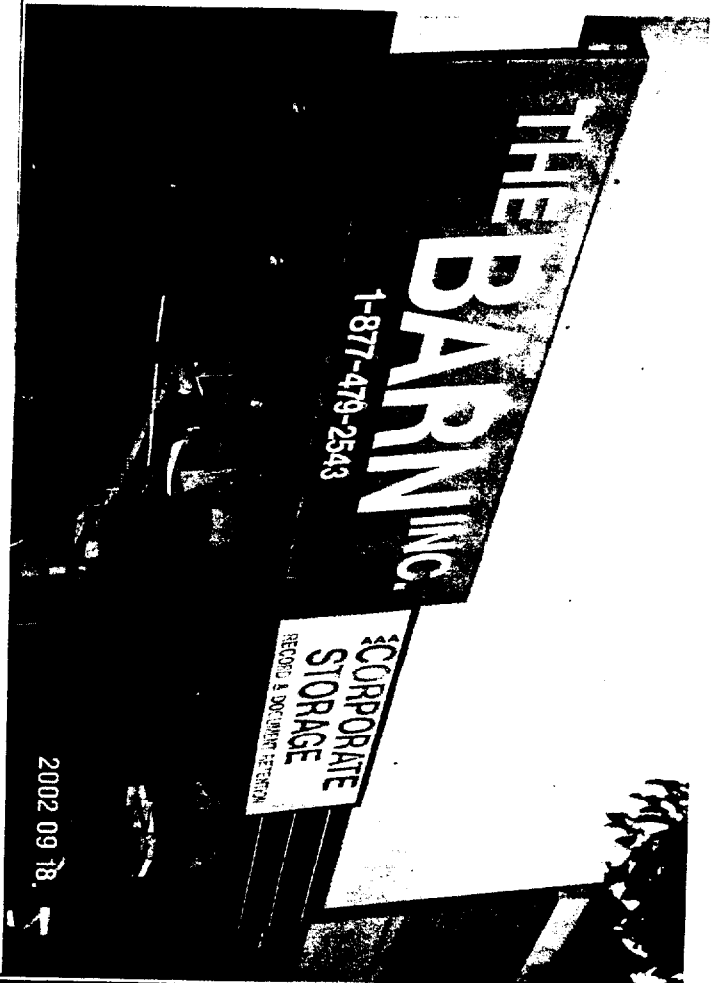
CITYPOR

City of Portland  
389 Congress St.  
Portland ME 04101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Morse Payson & Noyes Insurance



Signage to be removed for placement of new 4' x 12' sign



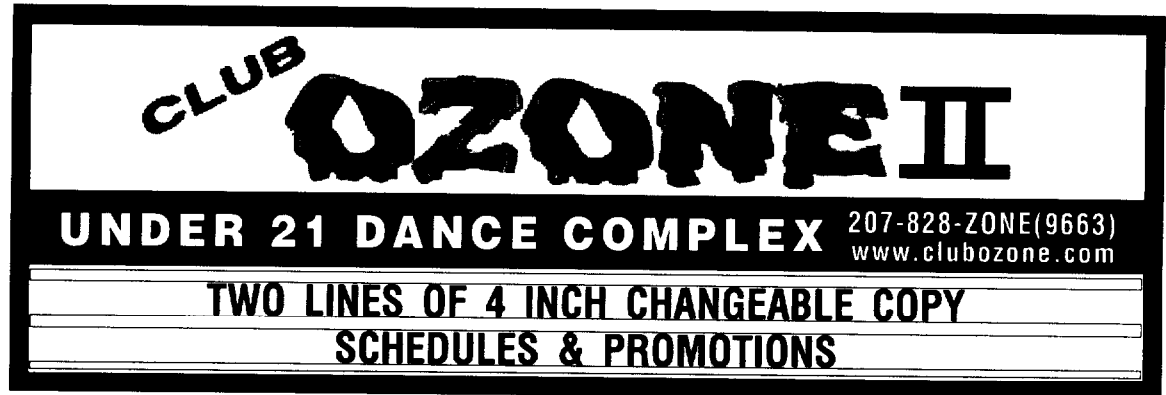
front



front

APPROX. 13 3/16" "Z"

4" U.C.



CONGRESS STREET ENTRANCE

(1) 4'-0" X 12'-0" X \_\_\_" INTERNALLY ILLUMINATED SIGN

CABINET & 2 1/4" RETAINER: BRONZE

FACE: WHITE LEXAN

COMPUTER VECTOR ART & COLOR SPECS ARE NEEDED FOR PRODUCTION

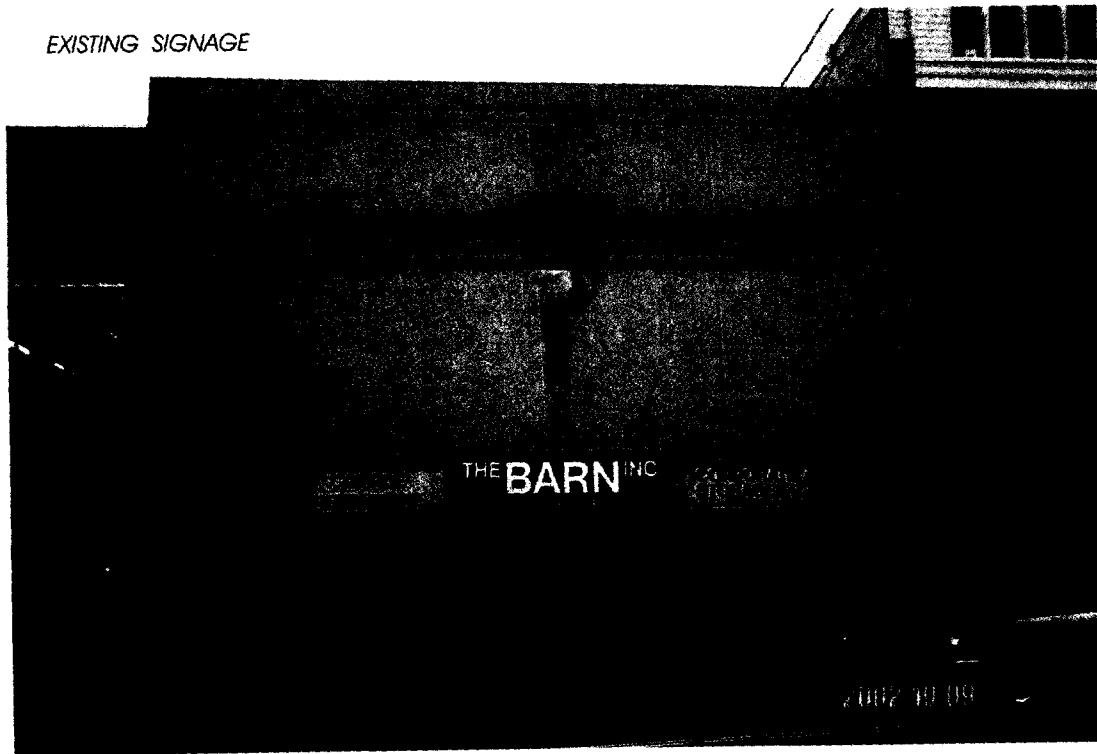
COPY: GERBER TRANS. PLUM PURPLE TO MATCH PMS# \_\_\_\_\_ & BLACK VINYL (WHITE INLINE BORDER)

9" COLOR BAND OF COPY: WHITE OUT OF GERBER H.P. BLACK VINYL

R.A.B.: BIG: WHITE 2 LINES OF 4" (.060) CHANGEABLE LETTERS MIN. V.O.: 13 3/8"



EXISTING SIGNAGE



Pf  
Pr

CAB. SIDE VIEW

APPROX. 18 1/4" "Z"

DAY TIME APPEARANCE



4" U.C.

**CLUB OZONE II**

**UNDER 21 DANCE COMPLEX** 207-828-ZONE(9663)  
www.clubozone.com

TWO LINES OF 4 INCH CHANGEABLE COPY  
SCHEDULES & PROMOTIONS

2 5/8" U.C.

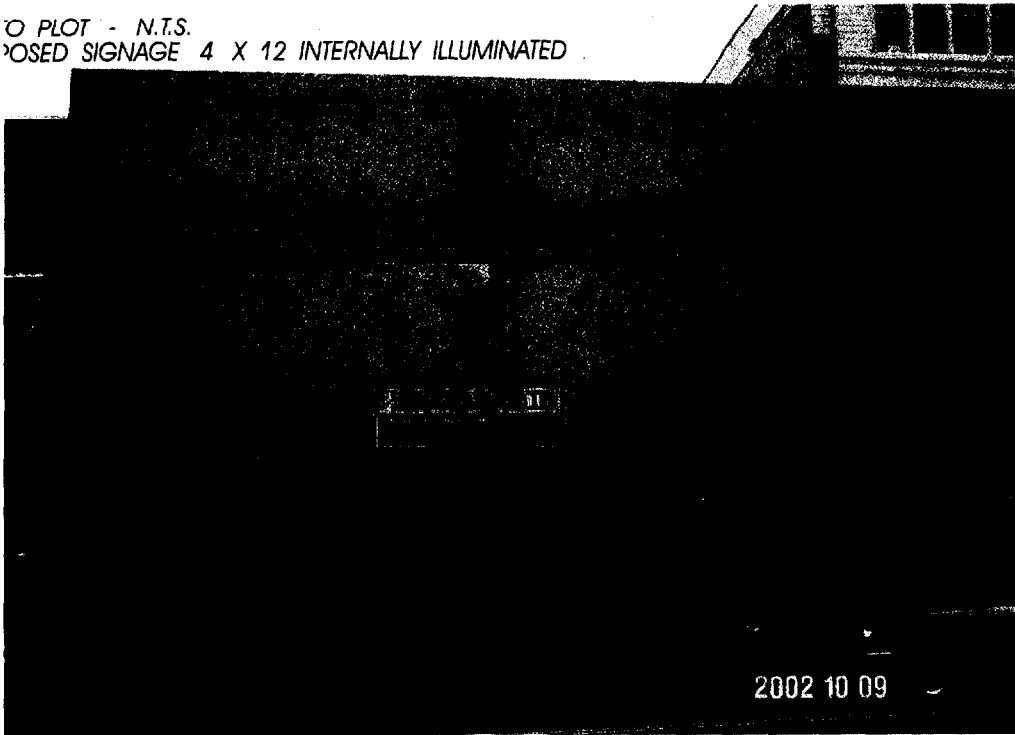
NIGHT TIME APPEARANCE

**CLUB OZONE II**

**UNDER 21 DANCE COMPLEX** 207-828-ZONE(9663)  
www.clubozone.com

TWO LINES OF 4 INCH CHANGEABLE COPY  
SCHEDULES & PROMOTIONS

TO PLOT - N.T.S.  
 PROPOSED SIGNAGE 4 X 12 INTERNALLY ILLUMINATED



**CONGRESS STREET ENTRANCE**  
**(1) 4'-0" X 12'-0" X 9" INTERNALLY ILLUMINATED SIGN**

CABINET & 2 1/4" RETAINER: TO MATCH BUILDING FASCIA PMS WARM GREY 1  
 FACE: WHITE LEXAN  
 TOP SECTION OF FACE: OPAQUED BIG TO MATCH BUILDING FASCIA PMS WARM GREY 1  
 COPY "OZONE": ILLUM. GERBER TRANS. PLUM PURPLE TO MATCH PMS# \_\_\_ & BLACK VINYL (ILLUM. WHITE INLINE BORDER)  
 COPY "CLUB" & NUMERAL II: BLACK VINYL WITH ILLUMINATED WHITE OUTLINE  
 9" COLOR BAND OF COPY: WHITE OUT OF GERBER H.P. BLACK VINYL  
 R.A.B. 2 LINES PF 4 INCH CHANGEABLE COPY  
 WHITE ILLUMINATION / REVERSE LETTERS

**CITY OF PORTLAND**  
**APPROVED SITE PLAN**  
**SUBJECT TO DEPARTMENTAL**  
**CONDITIONS**  
**DATE OF APPROVAL 10-18-2002**



**NOTES:**


APPROVED MANUFACTURING DATE

**VOLTAGE:**

10/15/02 COLORS / R.A.B. / OPAQUE BIG

REVISIONS:


**Bailey Sign**  
 www.baileysign.com  
 9 Thomas Drive  
 Col. Westbrook Executive Park  
 Westbrook, ME 04092  
 207-774-2843 / 1-800-539-SIGN  
 Fax: 774-1193  
 E-Mail: newsign@baileysign.com  
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**PLEASE NOTE:**  
 THIS IS A PROGRESS PRINT - FIELD MEASUREMENTS MAY OR MAY NOT NEED TO BE VERIFIED.  
 THIS DESIGN IS THE EXCLUSIVE PROPERTY OF BAILEY SIGN INCORPORATED AND ALL RIGHTS TO ITS USE OR REPRODUCTION ARE RESERVED.  
 THE ACCURACY OF THIS COLOR RENDERING IS LIMITED BY MEDIA AND OUTPUT DEVICES AND IS INTENDED FOR REPRESENTATIONAL USE ONLY. ACTUAL MANUFACTURING/GRAPHIC COLORS ALSO VARY DEPENDING ON PROCESSES & MATERIALS USED. 100% COLOR MATCHES OF SUBMITTED SPECIFICATIONS CAN NOT BE GUARANTEED.  
 IF AN ELECTRIC SIGN, THEN INSTALLATION MUST BE ACCOMPLISHED IN TOTAL COMPLIANCE WITH THE NATIONAL ELECTRIC CODE, THE REQUIREMENTS OF UNDERWRITERS LABORATORY, CANADIAN STANDARDS ASSOCIATION, AND APPLICABLE LOCAL CODES.  
 ALL ELECTRICAL SIGNS REQUIRE ROUTINE MAINTENANCE.

CLIENT  
 ACCEPTANCE SIGNATURE DATE

CUSTOMER:  
**CLUB OZONE**  
 LOCATION:  
**504 CONGRESS STREET**  
**PORTLAND, MAINE**

SALESPERSON: *B.B.* DRAWN BY: *L.W.M.*

PS. #	W.O. #
	6302
SCALE	DATE
1/2" = 1'	10/9/02
DRAWING NO:	
SHEET <u>  </u> / <u>  </u>	04953 P R 1

# BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

\_\_\_\_\_ **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

\_\_\_\_\_ **Footing/Building Location Inspection:** Prior to pouring concrete

\_\_\_\_\_ **Re-Bar Schedule Inspection:** Prior to pouring concrete

\_\_\_\_\_ **Foundation Inspection:** Prior to placing ANY backfill

**Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling

**Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

\_\_\_\_\_ **If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

\_\_\_\_\_ **CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

*[Signature]*  
Signature of applicant/designee

10/24/02  
Date

\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date

CBL: 015 E 014 Building Permit #: 021189

# BUILDING PERMIT INSPECTION PROCEDURES

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**Re-Bar Schedule Inspection:** Prior to pouring concrete

**Foundation Inspection:** Prior to placing ANY backfill

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**CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

Signature of applicant/designee

Date

Signature of Inspections Official

Date

CBL: 141 D025 Building Permit #: 02-1151

# BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 to schedule your inspections as agreed upon

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\_\_\_\_\_ **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

\_\_\_\_\_ **Footing/Building Location Inspection:** Prior to pouring concrete

\_\_\_\_\_ **Re-Bar Schedule Inspection:** Prior to pouring concrete

\_\_\_\_\_ **Foundation Inspection:** Prior to placing ANY backfill

✓ \_\_\_\_\_ **Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling

✓ \_\_\_\_\_ **Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

\_\_\_\_\_ **If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

\_\_\_\_\_ **CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

*Gordon Mason*  
Signature of applicant/designee

\_\_\_\_\_  
Date 10/24/02

*[Signature]*  
Signature of Inspections Official

\_\_\_\_\_  
Date

CBL: 129-F-001 Building Permit #: 02-1149

# BUILDING PERMIT INSPECTION PROCEDURES

Please call **874-8703** or **874-8693** to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

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JRL **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

JRL **Footing/Building Location Inspection:** Prior to pouring concrete

NIA **Re-Bar Schedule Inspection:** Prior to pouring concrete

NIA **Foundation Inspection:** Prior to placing ANY backfill

NIA **Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling

JRL **Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a ~~\$75.00~~ fee per not required inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

JRL If any of the inspections do not occur, the project cannot go on to the next phase, **REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

NIA **CERTIFICATE OF OCCUPANCIES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

[Signature]  
Signature of applicant/designee

[Signature]  
Date

[Signature]  
Signature of Inspections Official

10/24/02  
Date

CBL: 084 100 Building Permit #: 02 116 1