

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

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

**PERMIT ISSUED**

Permit No: 02-0159	Issue Date: APR 1 2002	CBL: 038 C014001
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Location of Construction: 8 Cotton St	Owner Name: Pepperell Common Llc	Owner Address: 18 Pepperell St	Phone: CITY OF PORTLAND
Business Name: n/a	Contractor Name: Thompson, Rick	Contractor Address: Portland	Phone: 2072828790
Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Commercial / Vacant for 6 months; prior use restaurant.	Proposed Use: Restaurant 100 seats, building 26' wall and new staircase to exit <i>NOT A drinking establishment use</i>	Permit Fee: \$58.00	Cost of Work: \$5,000.00	CEO District: 1	ADP for overlay
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: A Type: JC 3/29/02		

Proposed Project Description: Build 26' wall and new staircase to exit.	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: _____ Date: _____		

Permit Taken By: gg	Date Applied For: 02/27/2002	<b>Zoning Approval</b>		
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<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building permits do not include plumbing, septic or electrical work.</p> <p>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..</p>	<p>Special Zone or Reviews</p> <p><input type="checkbox"/> Shoreland <i>NA</i></p> <p><input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Denied</p> <p>Date: <i>[Signature]</i> 3/6/02</p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p>	<p>Historic Preservation</p> <p><input checked="" type="checkbox"/> Not in District or Landmark</p> <p><input checked="" type="checkbox"/> Does Not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>DA</i> 3/12/02</p>
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**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

REQUEST ADD'G INFO 3/15/02  
Oh

4/4/02 - Framing completed with no issues seen -  
Stairs not finished will return to check them. JRM

Application ID Number: 2-0169

Department: Zoning

Status: Approved with Conditions

Approvers: Marge Schmuckal

Comments: B Cotton Street

Approval Date: 03/06/2002

Issue Date: 02/28/2002

OK to Issue Permit Name: Marge Schmuckal Date: 03/06/2002 Page: 2

Conditions Section:

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

Separate permits shall be required for any new signage.

The allowable use for this property is a continued restaurant use. THIS IS NOT considered a drinking (bar) establishment. Such a use would require a change of use permit and an approval thru the City Clerk's office for such a liquor license PRIOR to issuance of a building permit.

Create Date: 02/28/2002

By: gg

Update Date: 03/06/2002

By: mes

020169

# All Purpose Building Permit Application

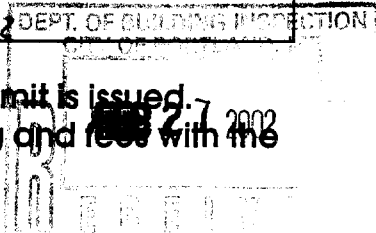
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>10 Cotton St. Portland Me. 04101</u>		
Total Square Footage of Proposed Structure <u>260</u>	Square Footage of Lot <u>4700</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>038</u> Block# <u>C</u> Lot# <u>014</u>	Owner: <u>Mark Jordan</u>	Telephone: <u>883-9057</u>
Lessee/Buyer's Name (If Applicable) <u>Jeff Libby</u> <u>Lance Meader</u>	Applicant name, address & telephone: <u>Jeff Libby</u> <u>10 Willow Lane</u> <u>Portland Me. 04102</u>	Cost Of Work: \$ <u>5000</u> Fee: \$ <u>58.00</u>
Current use: <u>Empty</u>		
If the location is currently vacant, what was prior use: <u>Restaurant ("Cotton Street")</u>		
Approximately how long has it been vacant: <u>6 months</u>		
Proposed use: <u>Restaurant</u> <u>100 seats</u>		
Project description: <u>Bldg, 26' wall + new stair case to epi's out</u>		
Contractor's name, address & telephone: <u>Rick Thompson</u> <u>282-8790</u>		
Who should we contact when the permit is ready: <u>Jeff Libby</u>		
Mailing address: <u>10 Willow Lane</u> <u>Portland Me 04102</u>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: <u>671-2763</u> <u>LT</u> <u>Call</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 codes applicable to this permit.

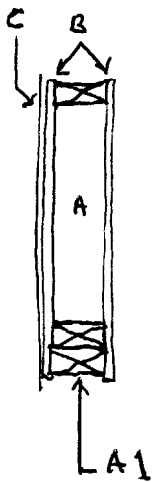
Signature of applicant: <u>[Signature]</u>	Date: <u>2/27/02</u>
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This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4<sup>th</sup> floor of City Hall

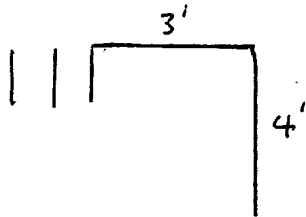
Cotton St

- Walls =  
 A 2x4 "PT Plates"  
 B 5/8 "fine Code" Rock  
 C Masonite Board 4x8



- Stairs =  
 7 1/2 x 11 Rise/Tread  
 wall hung "Railings"

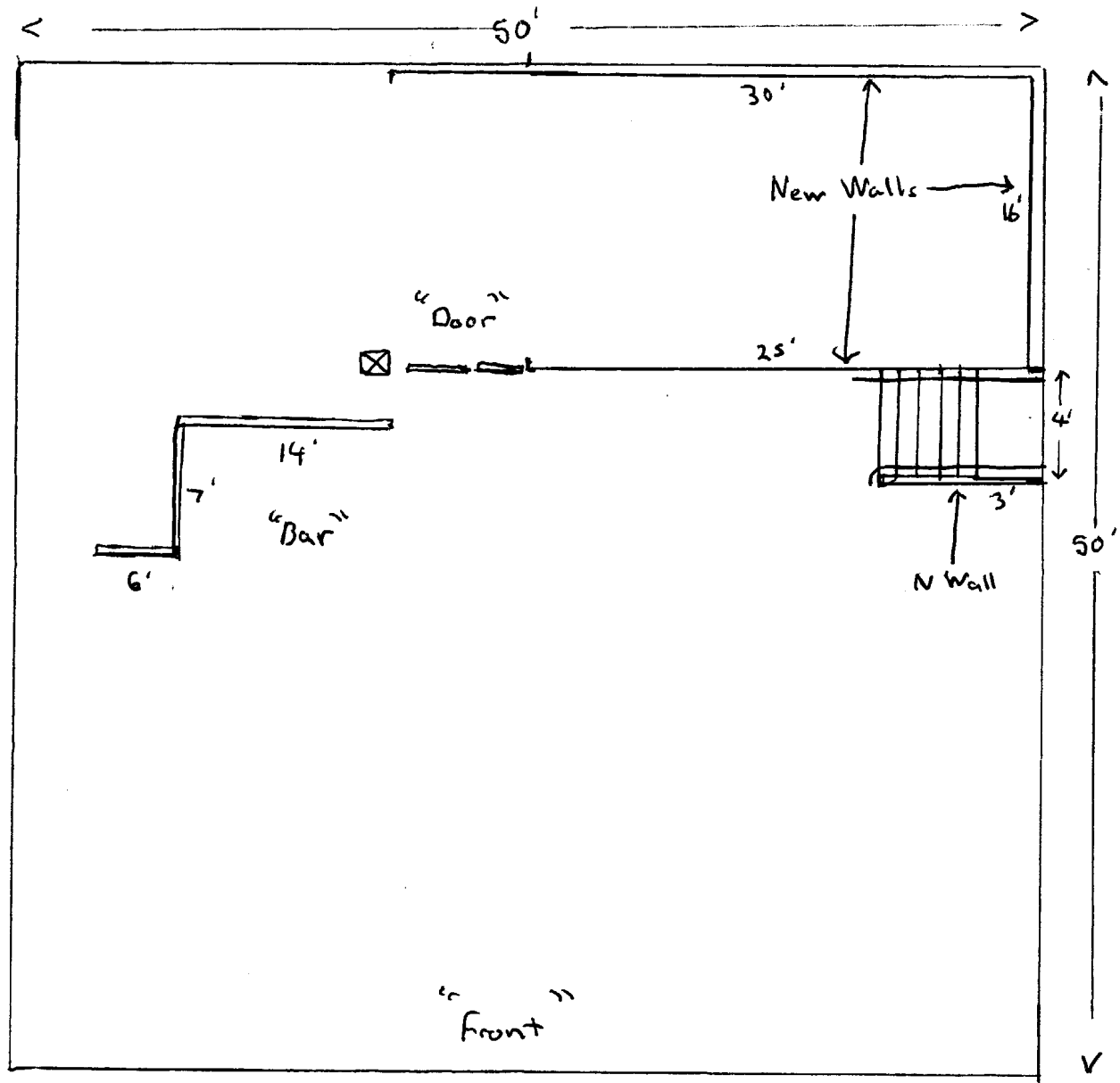
3' x 4' Plat Form



From: Seff Lilly

Regarding:  
 ID Cotton St.

These are the plans for  
 the new stairs + wall from  
 Rick Thompson. I can be  
 reached at 671-2763



## **BUSINESS PLAN**

**Rivalries, L.L.C. dba Rivalries**  
10 Cotton Street  
Portland, Maine 04101

### **Company Description:**

The business will be a 120 plus seat, two-floor restaurant located at 10 Cotton Street in Portland, Maine. The image will portray a slightly upscale yet casual sports themed dining establishment. The restaurant will be tastefully decorated with memorabilia and classic photos while maintaining the rustic appeal of the Old Port. The menu will consist of simple, classic sandwiches and entrees utilizing fresh, quality ingredients prepared in a consistent manner.

### **Management:**

This business will be a corporation with equal shares divided between Jeffrey Libby and Lance Meader. The two will also manage and operate the business on a day-to-day basis.

Jeffrey Libby will be the primary financial backer of the business. He is a graduate of the University of Maine at Orono with a B.A. Degree in Finance. Jeff is a retired professional hockey player from the New York Islanders and former standout at the University of Maine who brings an obvious sports influence to the company. His attention to figures and details will be necessary to the success of the business.

Lance Meader brings his knowledge and understanding of the restaurant business to the company. He is a former college athlete and graduate of the University of Maine at Farmington with a B.A. Degree in Business/Economics. He is also the son of a college basketball and baseball coach of 30 years who is well known and respected throughout New England. Lance has been working in the restaurant business for 13 years, spending the last 4 ½ years at the Harraseeket Inn in Freeport, Maine. The Harraseeket Inn is a four diamond, 93-room country inn with two separate 110 seat restaurants and an upscale banquet facility with combined annual sales in excess of \$7 million. After cooking in all outlets for his first six months, Lance was promoted to Tavern Manager. Within the next six months he was promoted to Director of Purchasing for the entire property, which he has been doing for the past 3 ½ years. His area of expertise is in providing a superior product and service while controlling inventory and costs. He also serves on the Inn's management team that oversees the overall operation of the company. During his tenure of purchasing, the company's gross profit and net income have dramatically increased on a yearly basis. Also key to this business are his strong, established relationships within the restaurant industry with vendors, contacts, and potential employees.

### **Location:**

The restaurant is located on 10 Cotton Street, which is less than a block from the Cumberland County Civic Center and Portland's historic Old Port. The space recently housed another restaurant, leaving an optimal business transition. Although the previous equipment has been removed, all of the necessary outlets and energy sources remain intact and can be reused in the new, more efficient kitchen design. The interior structure of the building reflects and compliments the feel of the traditional Old Port. Therefore, remodeling tasks outside of the kitchen will be simply cosmetic.

This business will be set in a very desirable location. From a sports theme perspective, it is located a block away from the largest sports arena in the state of Maine. There is no other true sports related restaurant within a several mile radius. The location is highly visible and easily accessible with the possibility of private parking being available (which is nonexistent in the cluster of businesses in the heart of the Old Port). The several large, surrounding office buildings as well as thousands of daytime tourists should make our lunchtime and an early dinner crowd business thrive. It is also a block from Portland's Old Port that attracts many local and visiting diners seeking various forms of dining experiences. Since many of the area restaurants have become so expensive and sometimes intimidating to the average diner, most of these people are choosing to eat at the abundance of chain restaurants by the Maine Mall in South Portland. We are trying to bring these middle income families back into Portland in support of small, local business.

### **Products and Related Services:**

The restaurant will serve reasonably priced, consistently prepared dishes that appeal to the tastes of most people. The food will be prepared using fresh ingredients and done primarily from scratch. Service will be performed in a friendly and professional manner exceeding the expectations of the "typical" casual restaurant. A vast array of sporting events will be shown through more than twenty strategically placed televisions.

Menu items will include various appetizers, soups, salads, variations of classic sandwiches, burgers, steaks, local seafood, pasta, vegetarian dishes, etc. Prices will range from \$4 to \$7 for starters and \$6 - \$19 for sandwiches and entrees. A full bar on the first floor will service the needs of both dining areas.

The hours of operation will be Sunday through Thursday from 11:30 a.m. to 10:00 p.m. for food and 11:30 a.m. to 11:00 p.m. for drinks. Hours Friday and Saturday will be 11:30 a.m. to 11:00 p.m. for food and until 1:00 a.m. for drinks (times subject to change).

Inventory of food, alcohol and all other supplies and services will be purchased and controlled strictly by the owners. Costing and control systems will be implemented to meet projected profitability goals and percentages. Aiding in accomplishing these goals will be a point-of-sale computer system tracking all transactions as well as labor costs.

Great food and service coupled with cost and inventory control is vital for success in the restaurant business.

### **Market Summary:**

The target market is not limited to sports fans alone but to anyone seeking a social, laid back dining experience. The diverse customer base includes people of all ages, income levels, race and gender.

Although there are many restaurants in the Old Port, many may not appeal to the average diner due to cost and semi-formal environments. Our business will break these barriers by offering reasonably priced cuisine in a casual yet tasteful atmosphere.

This type of business venture is not based on trends or fads. Both sports and dining out are embedded in our culture and actively enjoyed by many. Therefore, this concept offers exceptional stability from a business perspective.

### **Marketing Plan and Sales Strategy:**

Marketing vehicles include:

- Word-of-mouth – the most important marketing tool in the business
- Print media – local newspapers and yellow pages
- Broadcast media – radio and Internet
- Promotions – major sporting events, national sports coverage, give-a-ways
- Signs – on store, exterior lighting and design
- Point of sale devices – wait staff up-selling, suggestive selling, employee efficiency, distributor promotions



# Proposal

Page No. \_\_\_\_\_

of \_\_\_\_\_

Pages \_\_\_\_\_

## BLUE COLD DISTRIBUTORS CORP. / PELRECO, INC.

323 Pine Point Road  
SCARBOROUGH, MAINE 04074

FAX (207) 883-2116

ME 1-800-698-3580

(207) 885-0107

(207) 885-5576

PROPOSAL SUBMITTED TO Lance Meter		PHONE 772-5327	DATE 02-08-02
STREET Cotton St.		JOB NAME	
CITY, STATE and ZIP CODE Portland, ME		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

2- Pitco Fryers (used)	\$750.00 EA	\$1500.00	✓
1- Filler Table stainless steel 15" (used)		50.00	✗
1- Vulcan six burner range with convection oven (used)		1450.00	✓
OPTION:			
1- Wolf 60" range, six burners, 24" flat grill, one standard oven and one smaller oven (used)		1750.00	
1- Griddle flat top manual controls 24" (used)		275.00	✓
1- Beverage Air sandwich unit 48" M#Sur48-12 (used)		950.00	✓
1- Migali sandwich unit 45" 12 pan (used)		950.00	✓
1- Reach-In cooler single glass door (used)		650.00	✓
1- True Freezer two half solid doors M#T23F-2 (used)		1050.00	✓
1- Norlake back bar (remote) M#BB75RSS (used)		1450.00	✓
pricing includes used refrigeration and installation (no electrical)			

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

\_\_\_\_\_ dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized  
Signature \_\_\_\_\_Note: This proposal may be  
withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

# Specifications

- 1- True bottle cooler M#TD95-38A (used) \$ 950.00
- 1- Perlick bottle cooler M#B365A (used) <sup>h<sup>o</sup></sup> 650.00 ✓
- 1- Scotsman Ice Machine air cooled M#CM500AE-1D (used)  
with bin M#HTB500 (used) 1450.00
- 1- Duke steamtable two bay, electric (used) 250.00 ✓
- 1- Duke stematable three bay, electric (used) 350.00 ✗
- 1- Garland 36" charbroiler (rock) with stand (used) 1250.00 ✓

Option:

- 1- Magi Kitchen charbroiler (radiant) M#CM-RMB-636 (new) 2225.00 ✗
- 1- Norlake 4x6 cooler step-in with refrigeration (used) 2450.00 ✓
- 1- Norlake 8x10 walk-in cooler with refrigeration (used) <sup>2150</sup>  
located outdoors 4250.00 ✓

Above pricing on walk-ins include setting the boxes in place and piping of refrigeration lines. No Electrical or Plumbing Customer is responsible for flashing the box to the building.

- 1- Hood 12', stainless steel, exhaust fan, filters, lights (used) 6200.00 ✓

Pricing includes hanging the hood, duct work for both the exhaust and make-up air, stainless steel back wall and ansil system (installed). Pricing does not include any electrical work prior to installing hood and running wires for the fans.

Pricing does not include sales tax.

*1850*  
*350*  
*175*  
*Clear Sink*  
*Wt Sink*

## BLUE COLD DISTRIBUTORS CORP.

THIS PAGE BECOMES PART OF AND IN CONFORMANCE WITH PROPOSAL FOR:

Job Name/No. \_\_\_\_\_

Accepted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

Accepted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

Submitted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

# Proposal

## BLUE COLD DISTRIBUTORS CORP. / PELRECO, INC.

323 Pine Point Road  
 SCARBOROUGH, MAINE 04074  
 FAX (207) 883-2116  
 ME 1-800-698-3580

(207) 885-0107

(207) 885-5576

PROPOSAL SUBMITTED TO <b>Rivalries</b>		PHONE <b>772-5327</b>	DATE <b>02-21-02</b>
STREET <b>Cotton Street</b>		JOB NAME	
CITY, STATE and ZIP CODE <b>Portland, ME</b>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

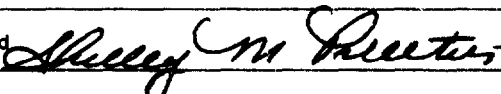
55- Falcon Chairs M#R805WS, wood saddle seat, metal back square tube frame, standard finish	\$5410.00
<del>44</del> Falcon Barstools M#R805-2WS, wood saddle seat, metal back, square tube frame, standard finish	<del>2260.00</del> 2915.00
6- Falcon Tables M#24022, 30x30, wood edge standard finish with base M#203-22, black wrinkle	<del>3175.00</del> 1185.00
7- Falcon Tables M#24022, 36x36, wood edge, standard finish with base M#203-2230 black wrinkle	1695.00
2- Falcon Tables M#24022, 60" round, wood edge standard finish with base M#204-36 black wrinkle	1285.00
1- Falcon Table M#24022, 30x24, wood edge, standard finish with base M#203-22 black wrinkle	180.00
1- Falcon Table M#24022, 30x48, wood edge standard finish with base M#203-522 black wrinkle	265.00

~~We~~ **Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within Thirty (30) days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

9- Falcon Tables M#24022, 30x30 wood edge, standard finish

with base M#203-22-BARHEIGHT black wrinkle

\$1860.00

Total includes sales tax, freight , delivery and  
set-in-place

14795.00

2260

17,055.00

**BLUE COLD DISTRIBUTORS CORP.**

THIS PAGE BECOMES PART OF AND IN CONFORMANCE WITH PROPOSAL FOR.

Job Name/No. \_\_\_\_\_

Accepted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

Accepted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

Submitted by \_\_\_\_\_ (INITIALS) Date \_\_\_\_\_ 19\_\_\_\_

**Lance J. Meader**  
59 State Street  
Portland, Maine 04101  
(207) 772-5327  
[lmeader@maine.rr.com](mailto:lmeader@maine.rr.com)

**PROFESSIONAL EXPERIENCE:**

**HARRASEEKET INN, Freeport, Maine**

*A 93 room, AAA Four Diamond country style Inn with a 110 seat fine dining restaurant, a 110 seat casual restaurant and upscale banquet facilities that accommodate up to 300 people.*

***Director of Purchasing, June 1998-Present***

- Purchased all food, beverages, equipment, supplies and services for the Inn.
- Designed, implemented and managed inventory and cost control systems for food and beverage operation.
- Responsible for processing invoices, recording purchases and reporting cost information to owners.
- Member of the Inn's management team that oversees the entire operation.
- Increased food and beverage gross profits by \$608,000 in first two fiscal years as purchaser by lowering COGS percentages by 4%.
- Certified by the National Restaurant Association as a Food Protection Manager.

***Manager, Broad Arrow Tavern, January 1998-May 1998***

- Managed a staff of 25 employees.
- Responsibilities included training new employees, scheduling, service support, bar inventory control and daily cash out procedures.

***Line Cook, Maine Dining Room and Broad Arrow Tavern, June 1997-December 1997***

- Cooked in all line positions including pantry, grill and sauté.
- Part of original staff that opened and planned the operation of the new Tavern .

**LOBSTER TRAP RESTAURANT, Winslow, Maine**

*A 150 seat high-volume, fast-paced Seafood restaurant and fish market.*

***Line Cook, 1988-1997***

**EDUCATION:**

**University of Maine at Farmington, Farmington, Maine, 1995-1997**

*B.A. degree in Business/Economics, May 1997*

*Varsity Basketball Captain and starter*

**Clark University, Worcester, Massachusetts, 1993-1995**

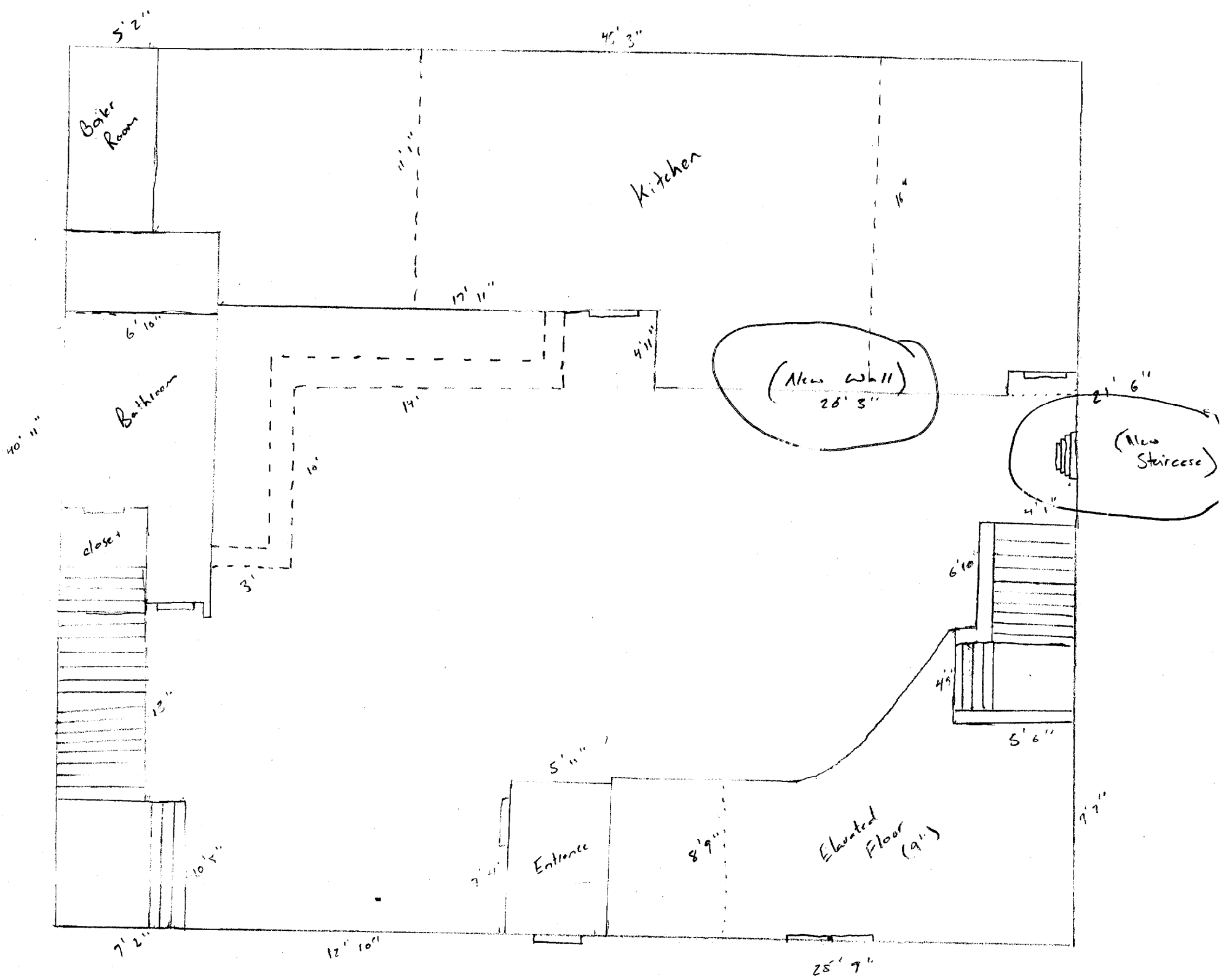
*Management Major*

*Varsity Basketball starter*

**Bridgton Academy, North Bridgton, Maine 1992-1993**

*Headmaster's Award*

*Corey Smith Memorial Award for Leadership*



## Cotton Street

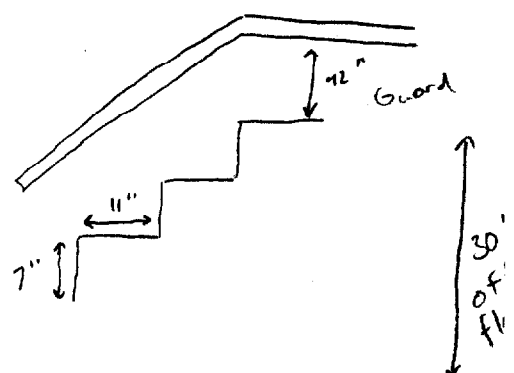
### Construction Detail

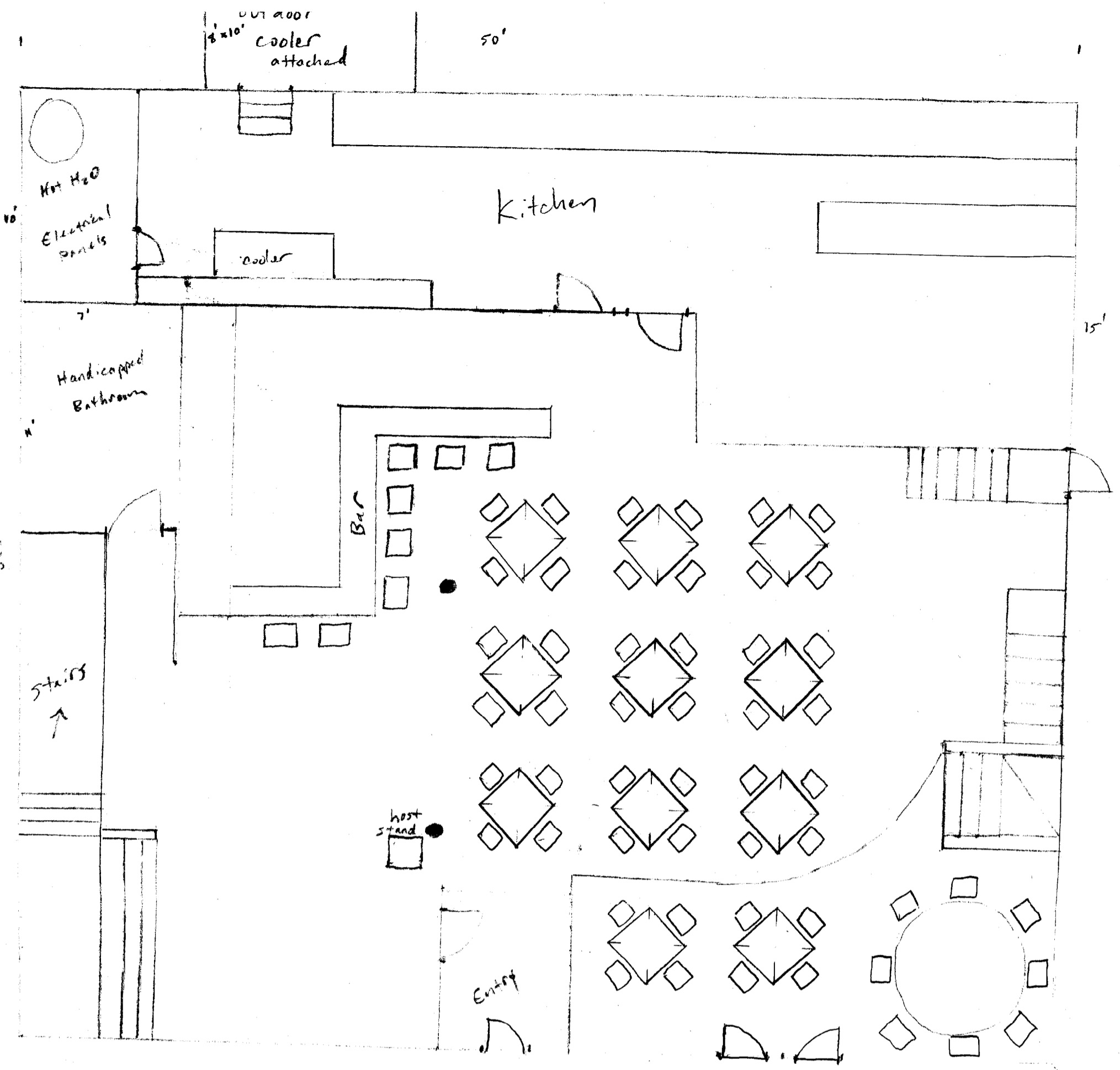
We will be building a wall to enclose what area was an open kitchen. The wall will be roughly 26' in length and 10' in height. It will include an entrance and exit doorways to the kitchen. The wall will be built with 2x4's and covered with fire code sheet rock. We will also be building a staircase for the side entrance to the building, roughly 4' in length 8' in height and 3' in width.

### Specs for New Staircase

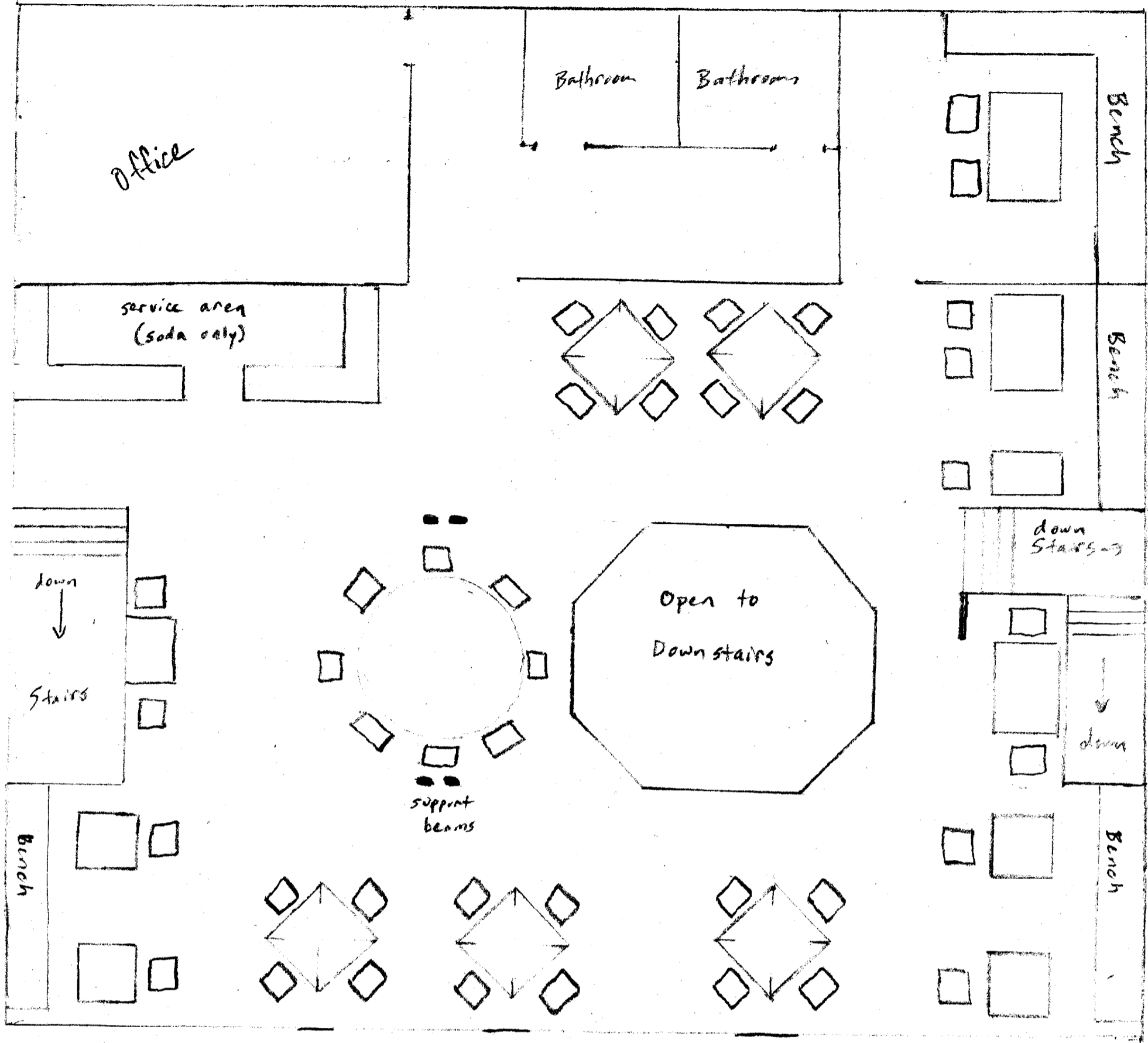
Staircase will go out to street (parking lot)

7" rise  
11" run  
42" Guard





10 Cotton St,  
Downstairs



10 Cotton St.  
Upstairs



# 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.

N/A **Footing/Building Location Inspection:** Prior to pouring concrete

N/A **Re-Bar Schedule Inspection:** Prior to pouring concrete

N/A **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

4/1/02  
Date

[Signature]  
Signature of Inspections Official

4/1/02  
Date

CBL: 038-C014 Building Permit #: 00-01169