

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 02-1247	Issue Date: NOV 14	CBL: 040 F009001
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Location of Construction: 305 Commercial St	Owner Name: Baxter Place Associates	Owner Address: 305 Commercial St	Phone: 207-775-6561
Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a n/a	Phone:
Lessee/Buyer's Name n/a	Phone: n/a	Permit Type: Change of Use - Commercial	Zone: B-3

Past Use: Commercial / Vacant; prior use was office	Proposed Use: Commercial / Change of use from office to retail showroom, sale of imported home furnishing from Africa.	Permit Fee: \$105.00	Cost of Work: \$0.00	CEO District: 2
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Proposed Project Description: Change of use from Office to Retail	FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: B Type: 3B 11/13/02
	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>

Permit Taken By: gg	Date Applied For: 11/05/2002	Zoning Approval	
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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</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"/></p> <p><i>Separate permits are required for any new signage</i></p> <p>Date: <i>11/7/02</i></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><input type="checkbox"/> Denied</p> <p>Date:</p>	<p><i>within</i></p> <p>Historic Preservation</p> <p><input type="checkbox"/> Not in District or Landmark</p> <p><input 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><i>any exterior work requires a separate review</i></p> <p>Date:</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
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RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE	DATE	PHONE
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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.

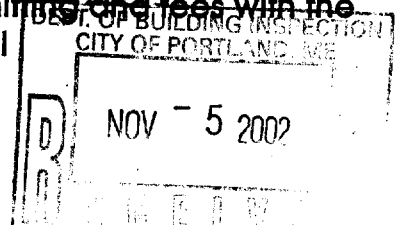
Location/Address of Construction: <u>305 Commercial Street, Portland</u>		
Total Square Footage of Proposed Structure <u>Existing 162,000 SF</u>		Square Footage of Lot <u>64,954 SF</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>40-F-9</u>	Owner: <u>(managed by fishman)</u> <u>Baxter Pace Associates</u>	Telephone: <u>775-6561</u>
Lessee/Buyer's Name (If Applicable) <u>Lisa M. Walker</u> <u>Ubuntu Imports, LLC</u>	Applicant name, address & telephone: <u>305 Commercial St, Lower level, Portland 04101</u> <u>(207) 761-9200</u>	Cost Of Work: \$ <u>0</u> Fee: \$ <u>30</u>
Current use: <u>R Vacant</u>		
If the location is currently vacant, what was prior use: <u>permitted for office</u>		<u>75 Coy 0</u> <u>\$105.00</u>
Approximately how long has it been vacant: <u>March 2002</u>		
Proposed use: <u>Retail: Showroom</u>		
Project description: <u>retail sale of imported home furnishings from Africa</u>		
Contractor's name, address & telephone: <u>Call</u>		
Who should we contact when the permit is ready: <u>Lisa M. Walker - Ubuntu Imports, LLC</u>		
Mailing address: <u>256 Veranda St, #1, Portland, ME 04103</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>(207) 761-9200</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>Lisa M. Walker</u>	Date: <u>4 November 2002</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 INSPECTION

PERMIT

Permit Number: 021247

This is to certify that Baxter Place Associates/n/a
has permission to Change of use from Office to retail
AT 305 Commercial St

040 F009001

PERMIT ISSUED
NOV 14 2002
CITY OF PORTLAND

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 regarding 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 written permission procured before this building or part thereof is laid out or enclosed-in. HEAVY 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. [Signature]
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature] 11/13/02
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

Application ID Number: 2-1247

Department: Zoning

Status: Approved with Conditions

Reviewer: Marge Schmuckal

Comments: 305 Commercial St

Approval Date: 11/07/2002

Show On Map: 11/07/2002

OK to Issue Permit Name: Marge Schmuckal Date: 11/07/2002 Date 2:

Conditions Section:

Separate permits shall be required for any new signage.

ANY exterior work requires a separate review and approval thru Historic Preservation

Create Date: 11/05/2002 By: gg Update Date: 11/07/2002 By: mes



home

worldly goods & home accessories

4 November 2002

Building Inspections Office
City Hall, Room 315
Portland, Maine 04101

To Whom It May Concern:

Attached please find my application for a Change of Use permit for 305 Commercial Street, Lower Level, Portland, Maine 04101 (immediately below Pond Cove Paints). Fishman Realty and Baxter Place Associates were granted a permit to convert this previously empty basement storage space to a commercial office within the last eight months. After an initial build-out, the space remained empty until I signed a lease for it October 15. I would like to change the use from office space to retail space and have attached a floor plan indicating my planned use. Conversion of the space requires painting and cosmetic work only.

I have enclosed a fee for \$30 for the Change of Use permit. I have also enclosed \$75 and would like to be granted a Certificate of Occupancy as well. The Downtown Portland Corporation (DPC) is funding part of my start up costs. I must have a building permit and Certificate of Occupancy before I can close on my City loan. I therefore respectfully request that my application be expedited, particularly given the minimal changes I require.

Many thanks,

A handwritten signature in black ink that reads "Lisa M. Walker".

Lisa Walker
Owner

305 Commercial Street, Portland, Maine 04101
(207) 761-9200 – phone; (207) 761-9211 - fax

