

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

CITY OF PORTLAND

BUILDING DEPARTMENT

PERMIT

Permit Number: 090290

Please Read
Application And
Notes, If Any,
Attached

This is to certify that COMMUNITY ALCOHOLISM ORIENTED HOUSE INC
 has permission to Change of Use/One Apartment change to office or outpatient counseling for former residents
 AT 30 MELLEEN ST CE 047 A026001

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 written permission procured before this building or part thereof is lathed or otherwise red-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. 5/15/09 (202)

Health Dept. _____

Appeal Board _____

Other _____

Department Name

5/15/09 Chapman
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: 09-0290 | Issue Date: 5/5/09 | CBL: 047 A026001 |
|-----------------------|-----------------------|---------------------|

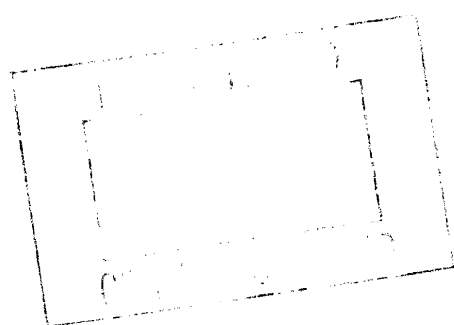
| | | | |
|--|--|--|------------------------|
| Location of Construction: 30 MELLE ST | Owner Name: COMMUNITY ALCOHOLISM OR | Owner Address: 30 MELLE ST | Phone: 207-774-2722 |
| Business Name: | Contractor Name: Mark S Dwyer | Contractor Address: 30 Mellen Street Portland | Phone: 2078316275 |
| Lessee/Buyer's Name | Phone: | Permit Type: Change of Use - Commercial | Zone: R-6 |

| | | | | |
|---|---|---------------------------------------|---|--------------------|
| Past Use: Serenity House/Alcohol rehab facility - four residential units in old carriage house | Proposed Use: Serenity House - Change of Use/One Apartment unit changing to office for outpatient counseling for former residents (old carriage house) | Permit Fee: \$105.00 | Cost of Work: \$0.00 | CEO District: 2 |
| | | FIRE DEPT: w/conditions 4/27/09 | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: Use Group: B/F-1 Type: SB IBC-2003 | |

| | | |
|---|--------------------------------------|--------------------------------------|
| Proposed Project Description: Change of Use/One Apartment unit changing to office for outpatient counseling for former residents | Signature: <i>[Signature]</i> (2009) | Signature: <i>[Signature]</i> 5/1/09 |
| 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: lmd | Date Applied For: 04/08/2009 | Zoning Approval |
|-------------------------|---------------------------------|------------------------|

| | | | |
|--|---|---|--|
| 1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work.. | Special Zone or Reviews <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"/> | Zoning Appeal <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 | Historic Preservation <input checked="" 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 Any exterior work Date: requires a separate review & approval thru his preservation |
| | Date: 4/22/09 <i>[Signature]</i> | Date: _____ | 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 |



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>30-32 Mellen Street, Portland, Maine 04101</u> | | |
| Total Square Footage of Proposed Structure/Area | Square Footage of Lot | Number of Stories |
| Tax Assessor's Chart, Block & Lot Chart# Block# Lot# | Applicant * must be owner, Lessee or Buyer* Name <u>Security House</u> Address <u>30 Mellen Street</u> City, State & Zip <u>Portland, Maine</u> | Telephone: <u>207-774-2722</u> |
| Lessee/DBA (If Applicable) | Owner (if different from Applicant) Name Address City, State & Zip | Cost Of Work: \$ _____ C of O Fee: \$ _____ Total Fee: \$ _____ |
| Current legal use (i.e. single family) <u>4 Apartments</u> Number of Residential Units _____ If vacant, what was the previous use? _____ Proposed Specific use: <u>Change use yet. to offices.</u> Is property part of a subdivision? _____ If yes, please name _____ Project description: <u>Office is out patient service to help former residents transition into the community.</u> | | |
| Contractor's name: <u>Mark S. Durice</u> MAIL C. OF O | | |
| Address: <u>30 Mellen Street</u> | | |
| City, State & Zip: <u>Portland, Maine 04101</u> | | Telephone: <u>831-6275</u> |
| Who should we contact when the permit is ready: <u>See above</u> | | Telephone: _____ |
| Mailing address: _____ | | |

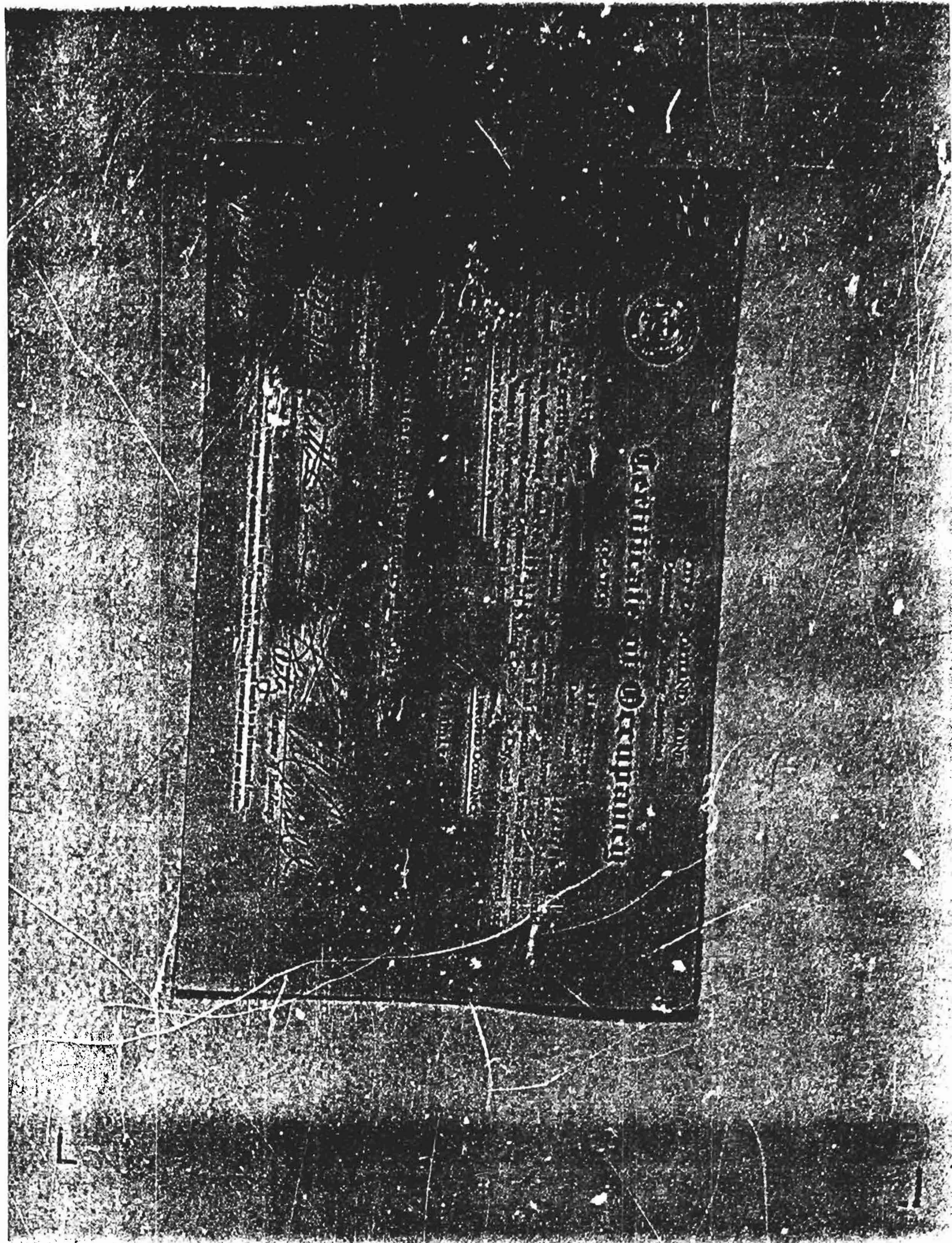
Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, 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: Mal S. Durice Date: 04-08-09

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



Essentials of Occupancy

by George W. ...



City of Portland, Maine - Building or Use Permit

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

| | | |
|------------------------------|--|----------------------------|
| Permit No: 09-0290 | Date Applied For: 04/08/2009 | CBL: 047 A026001 |
|------------------------------|--|----------------------------|

| | | | |
|--|---|---|---------------------------------|
| Location of Construction: 30 MELLEN ST | Owner Name: COMMUNITY ALCOHOLISM OR | Owner Address: 30 MELLEN ST | Phone: 207-774-2722 |
| Business Name: | Contractor Name: Mark S Dwyer | Contractor Address: 30 Mellen Street Portland | Phone: (207) 831-6275 |
| Lessee/Buyer's Name | Phone: | Permit Type: Change of Use - Commercial | |

| | |
|--|--|
| Proposed Use: Serenity House - Change of Use/One Apartment unit changing to office for outpatient counseling for former residents (old carriage house) | Proposed Project Description: Change of Use/One Apartment unit changing to office for outpatient counseling for former residents |
|--|--|

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Ann Machado **Approval Date:** 04/23/2009

Note: When the carriage house was converted to four apartments (#86/1113) the parking requirement was determined to be 6- 8 spaces. The site plan shows ten spaces which is adequate since there will be less residents and the office space requires just two additional spaces. **Ok to Issue:**
The use of the space as outpatient counseling for former residents is considered to be part of the function of the property as an alcohol rehab facility.

- 1) This property shall remain as an alcohol rehabilitation facility with the main building used as a halfway house and the old carriage house as an office for counseling and three dwelling units. Any change of use shall require a separate permit application for review and approval.
- 2) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Chris Hanson **Approval Date:** 05/05/2009

Note: **Ok to Issue:**

- 1) This is a Change of Use ONLY permit. It does NOT authorize any construction activities.
- 2) Separate Permits shall be required for any new signage.
- 3) ANY exterior work requires separate review and approval thru Historic Preservation

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Ben Wallace Jr. **Approval Date:** 04/27/2009

Note: **Ok to Issue:**

- 1) A commercial fire alarm system is required. A fire alarm permit is required.
- 2) The entire building must comply with NFPA 101-2006.

Comments:

5/1/2009-csh: Meet Mark @ site to look @ seperation between office and apartments. CSH

PROJECT DESCRIPTION
January 20, 1986

Serenity House
Carriage House Renovation

Prepared by
Oak Point Associates

SUMMARY

The proposed project involves renovation of the existing unoccupied carriage house at 30 Mellen Street into living quarters for a maximum of 13 to 14 clients of Serenity House, a residential substance abuse treatment facility.

PROGRAM AND FACILITIES

Serenity House presently occupies the Victorian-style house at 30 Mellen Street, designed by John Calvin Stevens. The program provides a number of counseling and support services to its 31 residents during their three- to six-month stay at the house, directed towards helping them establish themselves in the community, as well as continued contact and support as necessary once they leave. Please refer to the attached exhibit from the Serenity House brochure for a more complete description of the program.

Because the transition from the relatively controlled environment of the Serenity House program to the "outside world" is difficult for some individuals, the Board of Directors of Serenity House have decided to augment the program by providing a transitional living situation for those who need it. By renovating the existing carriage house into several small apartments, space for 13 to 14 beds can be provided. The individuals living in the carriage house "apartments" would be those who have "graduated" from the Serenity House program but who are not quite ready to move into living quarters of their own. Space in the carriage house would be available to those who need it for periods up to a year. Residents of the carriage house would participate only in the counseling services of Serenity House; otherwise, for all intents and purposes, the carriage house living quarters will function independently of the main program.

PROPOSED RENOVATIONS

The proposed renovations to the carriage house will consist, in general, of dividing up the open space which now exists on two floors of the building into approximately seven apartment units, each housing one or two residents. Changes to the exterior of the building will be minimal, primarily repair of some deteriorated roofing and trim, closing in the existing carriage-side doors, and providing several new windows to provide necessary light and ventilation to the units. The intention is to alter the character of the building exterior as little as possible, and to make any necessary alterations sympathetic to the architectural character of the original Stevens design.

RECEIVED

JAN 21 1986

DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND

Serenity House
Page 2

Site renovations are to be similarly minimal, limited to increasing the existing paved area to provide the necessary parking, and adding some planting to help screen the parking area from the street.

The parking requirements were reached in conversation with Mr. Richard Knowland of the Planning Department and Mr. William Bray, City Traffic Engineer, and were based on the following estimates by Mr. Clifton Leavis of actual parking demands:

| User | Number | # Cars: Weekday | # Cars: Evening/weekend |
|-----------------------|--------|--------------------|----------------------------|
| Staff: weekday | 5 | 5 | |
| Staff: eve/weekend | 2 | | 2 |
| Residents: current | 31 | 1 | 2 |
| Residents: additional | 14 | | 1 |
| Visitors: current | | 1 | 2 |
| Visitors: additional | | | 1 |
| Totals | | 7 | 8 |

These numbers are based on observations of current demand and projections of future demand, and reflect the following factors: 1) few of the residents of Serenity House, or their visitors, have cars; 2) most of those residents who do have cars use them to get to work during the day, when the staff parking demand is greater, and 3) many residents go out to visit family or friends on the weekend, rather than spend weekends at the house.

The parking requirement listed in the Zoning Standards which seemed closest to the existing and proposed use was for one space for each eight beds, which would lead to six required spaces. The site plan shows ten spaces, which figure was arrived at in consultation with Mr. Bray. The intention is to provide sufficient parking to meet the projected demand, while retaining, if possible, the residential character of the property, as well as the two large blue spruces on the site.

Construction time for the proposed renovations is estimated at six months.

GENERAL SITE CONSIDERATIONS

The total land area of the site is 22,661 square feet. Total ground floor area of the existing main house is 3025 ± square feet gross, while total ground floor area of the existing carriage house is 1815 ± square feet gross.

Solid waste disposal is currently handled by private contract with a disposal company, and similar arrangements will be made for dealing with the additional demand from the carriage house.

Serenity House
Page 3

Preliminary discussions with each of the respective utility companies have revealed no difficulty in providing utility services to the carriage house from the existing street mains.

Drainage from the existing paved drive runs down the drive and into the street. Drainage from the proposed parking area is planned to sheet across onto the adjacent grass area, while the existing driveway drainage will continue to run down into the street as it does presently. Aside from the driveway drainage, no other problems due to topography are anticipated.

Serenity House Appendix

SERENITY HOUSE is a 31 bed Halfway House for alcoholic men who wish to rebuild lives ravaged by alcohol. The house is located on Mellis Street in Portland, in a classic three story Victorian building designed by John Calvin Stevens, just two blocks from Longfellow Square.

SERENITY HOUSE works with men 18 and older from all areas of the State of Maine. Many of our residents are without a family, a home, a job, or financial resources. Clients generally come to SERENITY HOUSE from other treatment programs such as detox centers and short term rehabilitation programs.

PURPOSE AND PROGRAM

SERENITY HOUSE recognizes the multifaceted needs of the recovering alcoholic and helps each man rebuild his life and support systems so that he can live soberly and successfully in the community. This is accomplished through:

1. Individual counseling
2. Group therapy
3. Participation in Alcoholics Anonymous
4. Family counseling
5. Close medical supervision
6. Vocational Rehabilitation Services
7. Spiritual counseling
8. Psychological evaluation, if needed.

When a man is ready to leave SERENITY HOUSE in a 3 to 6 month period, the program has helped him establish himself in the community with a place to live, a means of support, contact with after-care therapy in outpatient counseling, AA, and continuing contact with SERENITY HOUSE as needed. Perhaps most importantly SERENITY HOUSE helps each man establish a network of friends that care.

REFERRALS-ADMISSIONS SCREENING

Referrals must be drug and alcohol free for a minimum of five days. All prospective clients must be screened by our Admissions Committee which meets weekly. An appointment can be arranged by calling the SERENITY HOUSE office. Telephone: 207-714-7722

FEES

Fees for services are based on the ability to pay. All clients contribute their work efforts to maintain the house, and all working clients contribute a portion of their income toward their rehabilitation expenses. Expenses not covered by the above are reimbursed by clients, State Alcohol Premium Funds, Bureau of Rehabilitation, Veterans Administration, and some insurance carriers. No one is refused services for inability to pay.

STAFF

SERENITY HOUSE staff is composed of highly skilled registered and non-registered Substance Abuse Counselors that are supervised by a Director of Counseling; a Medical Director; 3 Registered Dietitians; and Administrative Staff.

LICENSING/CERTIFICATION

SERENITY HOUSE is licensed as a Residential Substance Abuse Treatment Facility by the Maine Department of Human Services.



CITY OF PORTLAND, MAINE
Department of Building Inspection

Certificate of Occupancy

LOCATION 30 Allen Street

Date of Issue

February 27, 1985

Issued to Serenity House
This is to certify that this building, premises, or part thereof, at the above location, built—altered—changed as to use under Building Permit No. 84-85CP 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.

FOR THE CITY OF PORTLAND OF BUILDING OR PERMITS DEPARTMENT APPROVED OCCUPANCY

Limiting Conditions: Entire building Alcoholic rehab facility

This certificate supersedes
certificate issued

Approved:
2-7-85
(Date)

B. J. MacNeal
Inspector

Edward J. [Signature]
Inspector of Building

Notes: This certificate identifies lawful use of building or premises, and ought to be transferred to owner or leasee for use therein. Copy will be furnished to owner or leasee for one dollar.



APPLICATION FOR PERMIT

PERMIT ISSUED

B.O.C.A. USE GROUP

B.O.C.A. TYPE OF CONSTRUCTION

ZONING LOCATION _____ PORTLAND, MAINE, August 26, 1974

AUG 27 1974

CITY of PORTLAND

To the DIRECTOR OF BUILDING & INSPECTION SERVICES, PORTLAND, MAINE

The undersigned hereby applies for a permit to erect, alter, repair, demolish, move or install the following building, structure, equipment or change use in accordance with the Laws of the State of Maine, the Portland B.O.C.A. Building Code and Zoning Ordinance of the City of Portland with plans and specifications, if any, submitted herewith and the following specifications:

LOCATION 30 Mellen St Fire District #1 #2

1. Owner's name and address ..Serenaty House, same Telephone

2. Lessee's name and address

3. Contractor's name and address .. John Glazier, Kitchens, Inc., 500 Woodford St. Telephone 773-3521

4. Architect

Proposed use of building

Last use .. half-way house - alcoholism

Material .. No. stories .. Heat .. Style of roof .. Roofing ..

Other buildings on same lot ..

Estimated contractual cost \$.. Fee \$ 19.00 ..

FIELD INSPECTOR—Mr. Nelson Cartwright GENERAL DESCRIPTION

This application is for: @ 775-5451 to ventilate as per plan.

Dwelling .. Ext. 234

Garage ..

Masonry Bldg.

Metal Bldg.

Alterations ..

Demolitions ..

Change of Use ..

Other ..

Stamp of Special Conditions

NOTE TO APPLICANT: Separate permits are required by the installers and subcontractors of heating, plumbing, electrical and mechanicals.

PERMIT IS TO BE ISSUED TO 1 2 3 4

Other:

DETAILS OF NEW WORK

Is any plumbing involved in this work?

Is any electrical work involved in this work?

Is connection to be made to public sewer?

If not, what is proposed for sewage?

Has septic tank notice been sent?

Form notice sent?

Height average grade to top of plate

Height average grade to highest point of roof

Size, front

depth

No. stories

solid or filled land?

earth or rock?

Material of foundation

Thickness, top

bottom

cellar

Kind of roof

Rise per foot

Roof covering

No. of chimneys

Material of chimneys

of lining

Kind of heat

fuel

Framing Lumber—Kind

Dressed or full size?

Corner posts

Sills

Size Girder

Columns under girders

Size

Max. on centers

Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet.

Joists and rafters: 1st floor

2nd

3rd

roof

On centers: 1st floor

2nd

3rd

roof

Maximum span: 1st floor

2nd

3rd

roof

If one story building with masonry walls, thickness of walls?

height?

IF A GARAGE

No. cars now accommodated on same lot, to be accommodated ... number commercial cars to be accommodated ...

Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building?

APPROVALS BY: _____ DATE _____

BUILDING INSPECTION—PLAN EXAMINER

ZONING:

BUILDING CODE:

Fire Dept.:

MISCELLANEOUS

Will work require disturbing of any tree on a public street? ..

Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? **yes**