

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read
Application And
Notes, if Any,
Attached

BUILDING INSPECTION

Permit Number: 030931

This is to certify that Fox William H
has permission to Change treads & risers on front stairs
AT 39 Spruce St L 056 D032001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of the 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 work on permit must be completed before this building or part thereof is occupied or services are used-in. HOUR NOT REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. W.H.M.
Health Dept. _____
Appeal Board _____
Other _____
Department Name _____

Debbie Bowke 3/2/04
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

PERMIT ISSUED

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

| | | |
|-----------------------|----------------------------|--------------------|
| Permit No: 03-0931 | Issue Date: MAR 03 2004 | CEL: 56 D032001 |
|-----------------------|----------------------------|--------------------|

| | | | |
|---|------------------------------|--|----------------------------|
| Location of Construction: 39 Spruce St | Owner Name: Fox William H | Owner Address: 50 South Shore Dr #28 | Phone: CITY OF PORTLAND |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name: | Phone: | Permit Type: Alterations - Commercial | Zone: R6 |

| | | | | |
|---|---|---|--|--------------------|
| Past Use: 3 dwelling units | Proposed Use: 3 dwelling units: change treads & risers on front stairs | Permit Fee: \$30.00 | Cost of Work: \$400.00 | CEO District: 3 |
| Proposed Project Description: Change treads & risers on front stairs | | FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied | INSPECTION: Use Group: R2 Type: 5B | |

Signature: *[Handwritten Signature]* Signature: *[Handwritten Signature]* 3/2/04

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action: Approved Approved w/Conditions Denied

Signature: _____ Date: _____

permit #03-1044 legalized the 3 D.U.

| | | |
|-------------------------|---------------------------------|------------------------|
| Permit Taken By: kwd | Date Applied For: 08/01/2003 | Zoning Approval |
|-------------------------|---------------------------------|------------------------|

- 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 <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <i>to remain 3 D.U. only</i> <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Major <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Other <i>OK with conditions</i> Date: <i>9/3/03</i> | 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 Date: _____ | Historic Preservation <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 checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied <i>to D.A 9/3/03</i> Date: _____ |
|--|---|--|

DA 12/3/03

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: 03-0931 | Date Applied For: 08/01/2003 | CBL: 056 D032001 |
|-----------------------|---------------------------------|---------------------|

| | | | |
|---|------------------------------|--|--------|
| Location of Construction: 39 Spruce St | Owner Name: Fox William H | Owner Address: 50 South Shore Dr #28 | Phone: |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name | Phone: | Permit Type: Alterations - Commercial | |

| | |
|---|---|
| Proposed Use: 3 dwelling units: change treads & risers on front stairs | Proposed Project Description: Change treads & risers on front stairs |
|---|---|

Dept: Historical **Status:** Approved with Conditions **Reviewer:** Deborah Andrews **Approval Date:** 12/03/2003

Note: Ok to Issue:

- * Treads and risers to conform to specifications included in the City of Portland's Guidelines for Porch Repair and Replacement (attached).
* Approval is for stair replacement only; any new railings would require separate review and approval.

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 09/03/2003

Note: 08/07/03 permit denied - illegal unit files show 2 dwelling units and the owner is stating 3 dwelling units -I spoke to owner on phone and also wrote a letter 9/2/03 signed off on permit #03-1044 which legalizes the third d.u. Ok to Issue:

- ANY exterior work requires a separate review and approval thru Historic Preservation
- This property shall remain a three (3) family dwelling. Any change of use shall require a separate permit application for review and approval.
- 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 **Reviewer:** Jeanine Bourke **Approval Date:** 03/02/2004

Note: Ok to Issue:

- A separate permit will be necessary for the guards/handrails
- Sec. 1014.6.6 allows a stairway replacing an existing stairway within a space where, because of existing construction, the pitch or slope cannot be reduced.

Dept: Fire **Status:** Approved **Reviewer:** Lt. MacDougal **Approval Date:** 12/04/2003

Note: Ok to Issue:

3-0931

Print Permit

Delete Review

Save

C

Historical

Approved with Conditions

Deborah Andrews



12/03/2003

09/03/2003



Deborah Andrews



Add New Condition
From Default List

Add New Condition

Delete Condition

- * Treads and risers to conform to specifications included in the City of Portland's Guidelines for Porch Repair and Replacement (attached).
- * Approval is for stair replacement only; any new railings would require separate review and approval.



08/11/2003

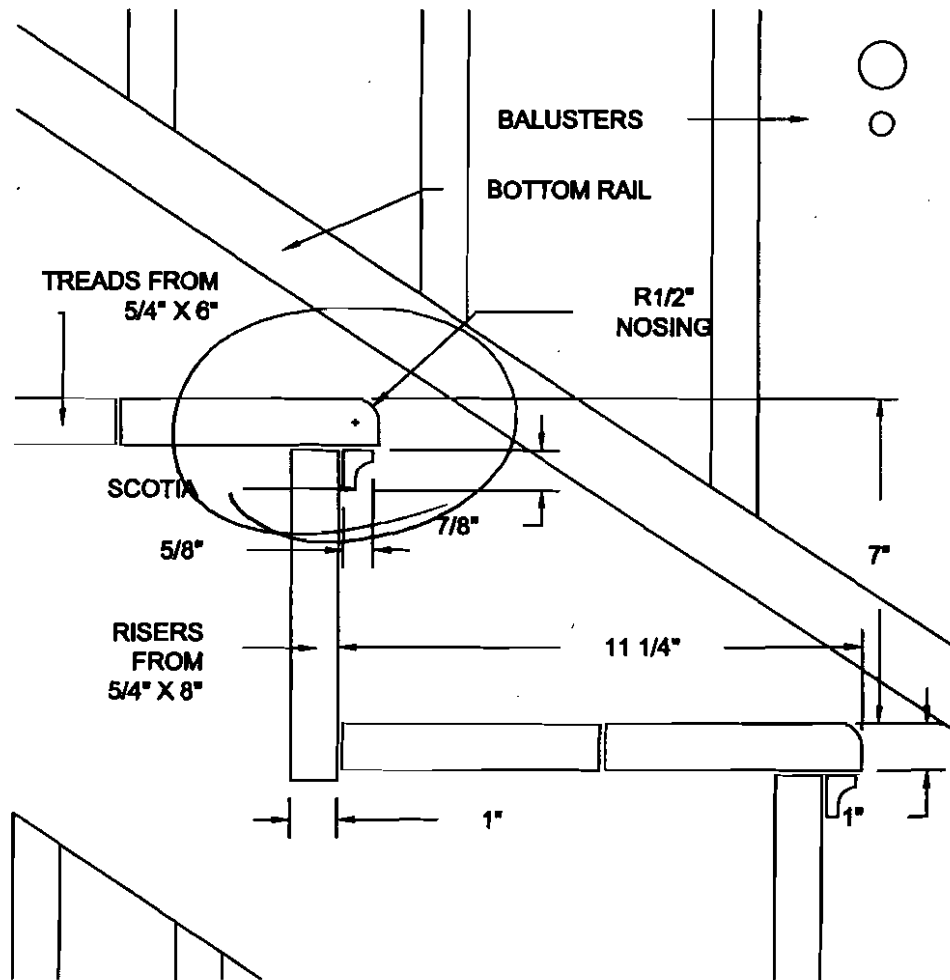
mes

12/03/2003

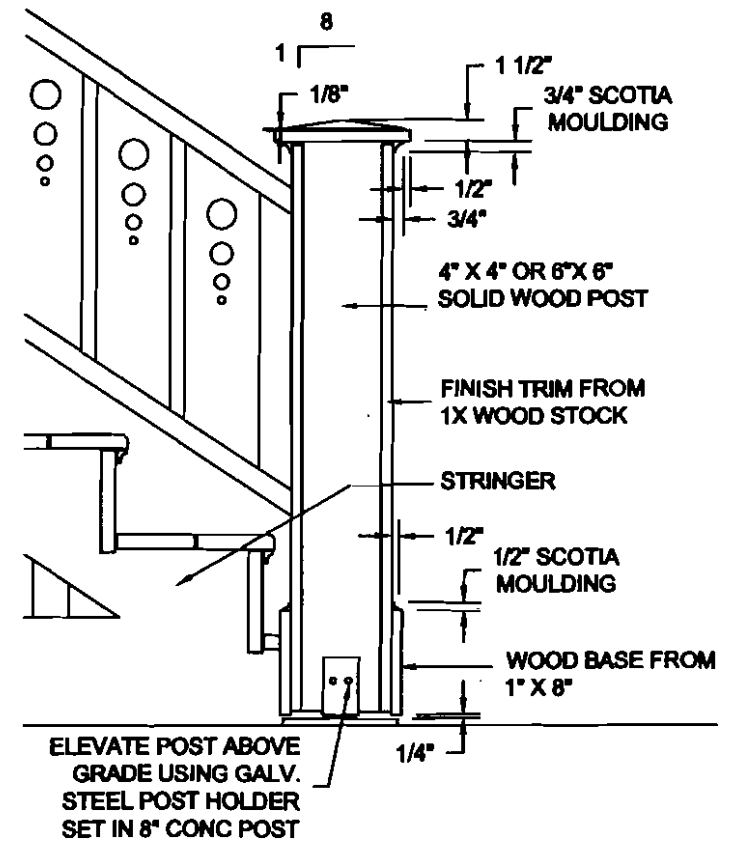
dga

STAIR DETAILS FOR RESIDENTIAL USE

Typical residential risers and treads



Typical newel post construction



Alternate: Newel post may be bolted to a stringer.

030931

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>39 Spruce St. Portland, ME.</u> | | |
| Total Square Footage of Proposed Structure <u>61.8 sq. Ft.</u> | Square Footage of Lot <u>3910 sq. Ft.</u> | |
| Tax Assessor's Chart, Block & Lot Chart# <u>056</u> Block# <u>D</u> Lot# <u>032</u> | Owner: <u>William Fox</u> | Telephone: <u>305-761-6700</u> |
| Lessee/Buyer's Name (if Applicable) | Applicant name, address & telephone: <u>William Fox</u> <u>39 Spruce St. Portland</u> <u>ME. 305-761-6700</u> | Cost Of Work: \$ <u>400.00</u> Fee: \$ <u>30.00</u> |
| Current use: <u>3 unit Apartment building</u> | | |
| If the location is currently vacant, what was prior use: _____ | | |
| Approximately how long has it been vacant: _____ | | |
| Proposed use: <u>3 units</u> <u>Changing users &</u> Project description: <u>teach of front stairs</u> | | |
| Contractor's name, address & telephone: | | |
| Who should we contact when the permit is ready: <u>William Fox</u> | | |
| Mailing address: <u>400 Woodford Street</u> <u>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>305-761-6700</u> <u>X 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>William Fox</u> | Date: _____ |
|--|-------------|

DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND, ME

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

405-12005
RECEIVED

I William Fox owner of 39 Spruce Street, Portland, would like to replace The risers, Treads and stringers of The front stairs.

The Tread will be one board $12\frac{1}{8}$ inches wide.

MORTGAGE LOAN INSPECTION PLAN

37-39 SPRUCE STREET
PORTLAND, MAINE

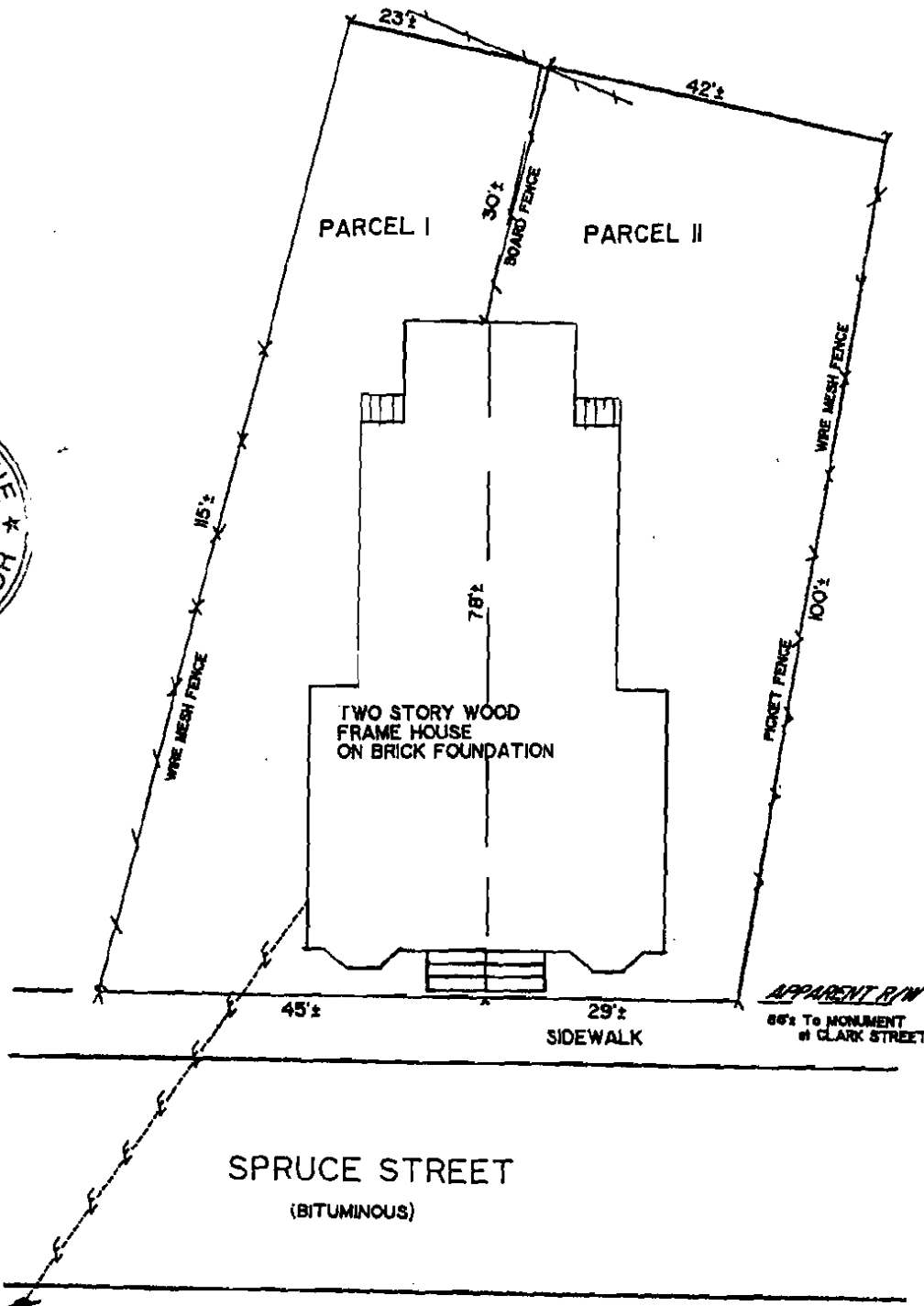
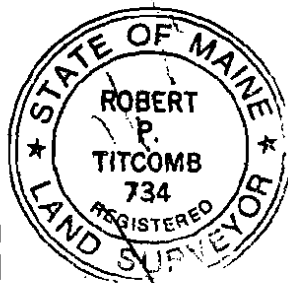
No. 576-24

TO THE LENDING INSTITUTION AND ITS TITLE INSURER —
I hereby certify that the location of the dwelling shown
on this plan did conform with the local zoning
laws in effect at the time of construction. The property
does not fall within a special flood hazard zone.

BOOK _____ PAGE _____ COUNTY CUMBERLAND

OWNER : WILLIAM F. FOX

PLAN BOOK _____ PAGE _____ LOT _____

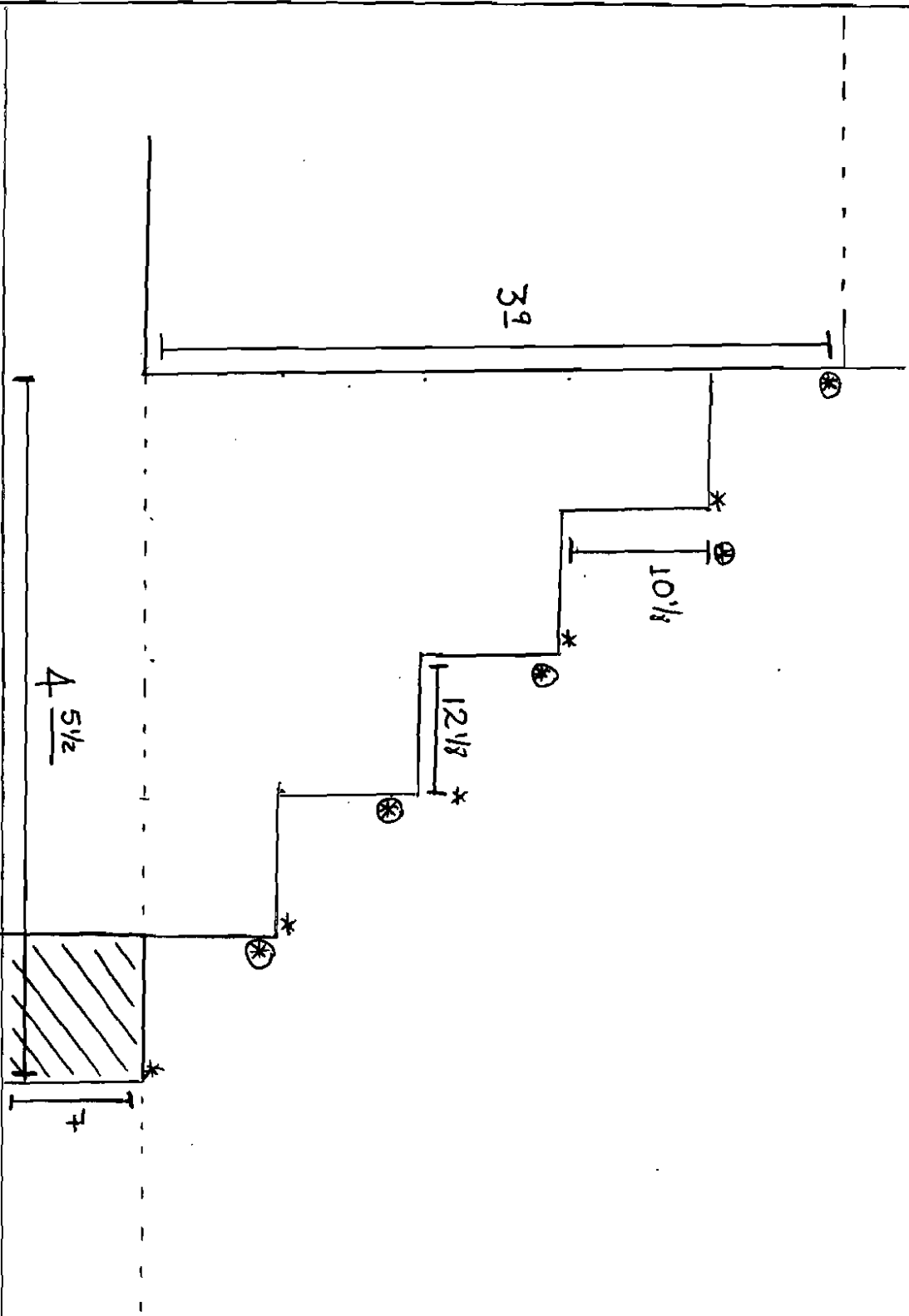


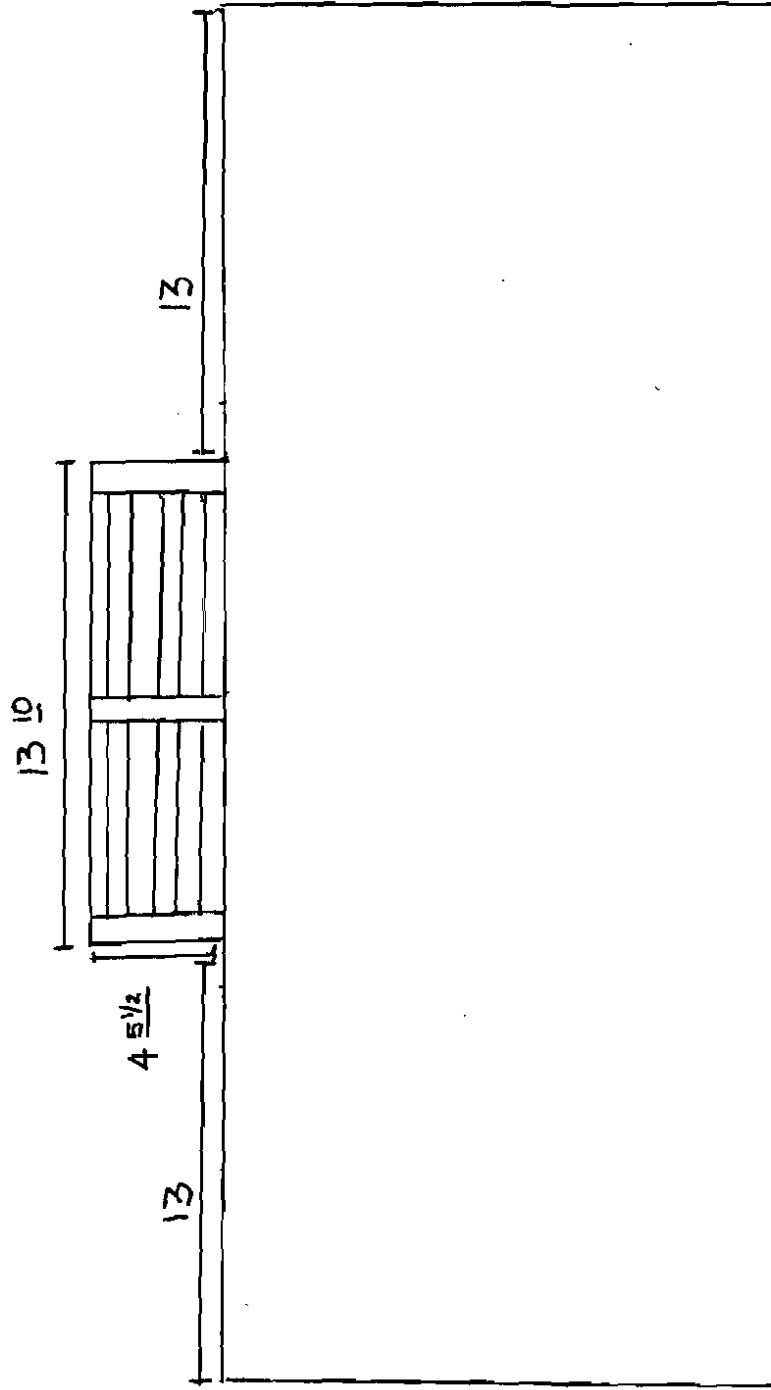
THIS IS NOT A BOUNDARY SURVEY. This plan is based strictly on information provided by others and does not take into consideration any conflicts which abutting descriptions may contain. This plan was not made from an instrument survey. The certifications are for mortgage purposes only. This plan applies only to conditions existing as of the date shown hereon. This plan is not for recording.

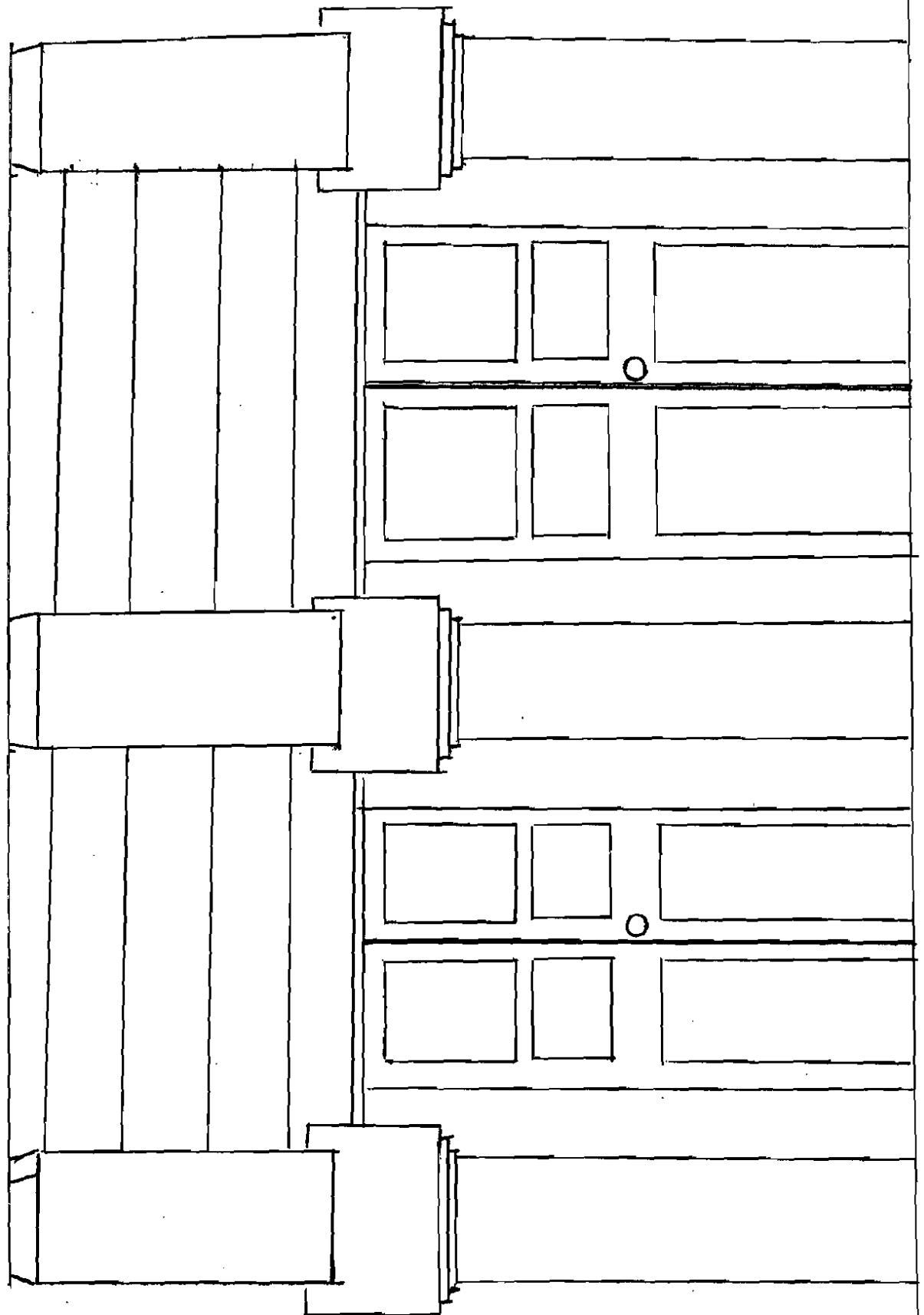
Date 7-7-86 Scale 1" = 20'

R P TITCOMB ASSOCIATES, INC. Falmouth, Maine

Drawn By JMM







SECRET

1. The first part of the document discusses the current situation and the need for a comprehensive review of the existing policies and procedures. It is noted that the current framework is outdated and does not adequately address the challenges posed by the rapidly changing environment.

2. The second part of the document outlines the objectives of the review, which are to identify areas for improvement, assess the effectiveness of current measures, and propose a new set of guidelines that are more robust and flexible.

3. The third part of the document details the methodology of the review, which involves a thorough analysis of the current state, consultation with relevant stakeholders, and a comparative study of best practices from other organizations.

4. The fourth part of the document presents the findings of the review, highlighting the strengths and weaknesses of the current system and providing a clear roadmap for the implementation of the proposed changes.

5. The fifth part of the document discusses the implementation plan, including the timeline, resource requirements, and the roles and responsibilities of the various departments involved in the process.

6. The sixth part of the document concludes with a summary of the key points and a call to action, urging all stakeholders to work together to ensure the successful implementation of the new policies and procedures.

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 | 056 D032001 |
| Location | 39 SPRUCE ST |
| Land Use | THREE FAMILY |
| Owner Address | FOX WILLIAM H 50 SOUTH SHORE DR #26 MIAMI BEACH FL 33143 |
| Book/Page | 17155/003 |
| Legal | 56-D-32 SPRUCE ST 39-41 3990 SF |

Valuation Information

| | | |
|-------------|-----------------|--------------|
| Land | Building | Total |
| \$33,080 | \$79,060 | \$112,140 |

Property Information

| | | | | | |
|-------------------|-------------------|---------------------|--------------------|--------------------|-----------------|
| Year Built | Style | Story Height | Sq. Ft. | Total Acres | |
| 1870 | Old Style | 2 | 2610 | 0.092 | |
| Bedrooms | Full Baths | Half Baths | Total Rooms | Attic | Basement |
| 6 | 3 | | 12 | Full Finsh | Full |

Outbuildings

| | | | | | |
|-------------|-----------------|-------------------|-------------|--------------|------------------|
| Type | Quantity | Year Built | Size | Grade | Condition |
|-------------|-----------------|-------------------|-------------|--------------|------------------|

Sales Information

| | | | |
|-------------|---------------|--------------|------------------|
| Date | Type | Price | Book/Page |
| 12/01/2001 | LAND + BLDING | | 17155-3 |
| 04/01/1999 | LAND + BLDING | \$55,000 | 14720-101 |
| 06/01/1996 | LAND + BLDING | \$15,000 | 12558-096 |

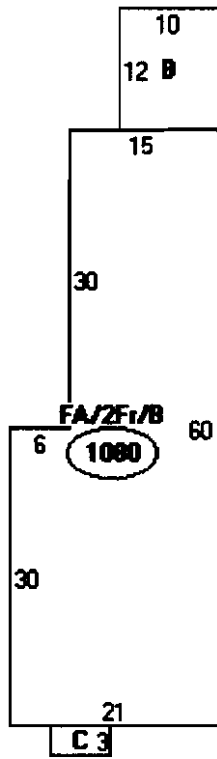
Picture and Sketch

| | |
|----------------|---------------|
| <u>Picture</u> | <u>Sketch</u> |
|----------------|---------------|

[Click here to view Tax Roll Information.](#)

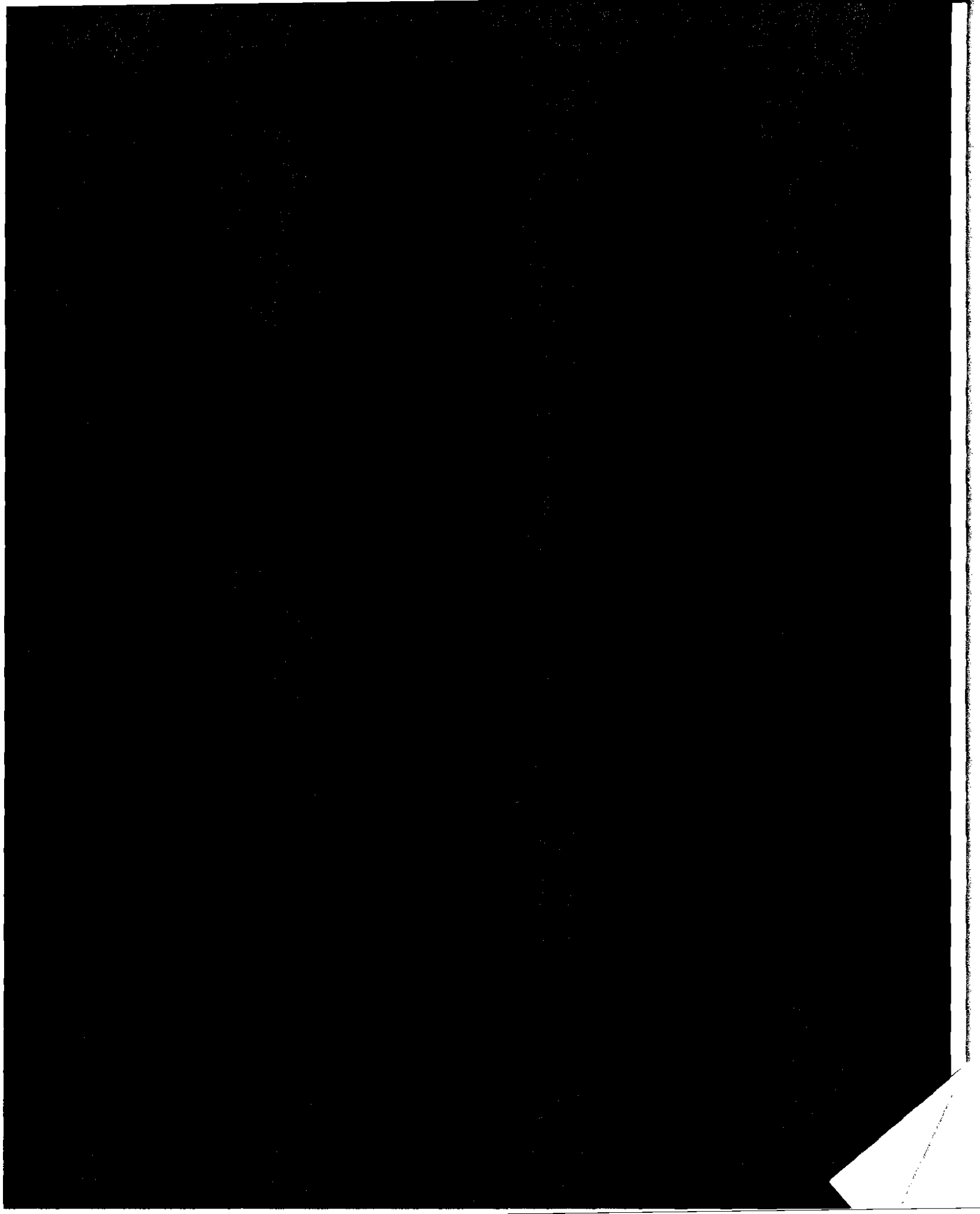
Any information concerning tax payments should be directed to the Treasury office at 874-8490 or e-mailed.





Descriptor/
A: FA/2F1/B
1080 sqft
B: FUB/FUB/F
120 sqft
C: FBAY/B
18 sqft





REAL ESTATE ASSESSMENT RECORD - CITY OF PORTLAND, MAINE

| CURR. DESC. | LAND NOS. | STREET | BLDG. NO. | CARD NO. | DEVELOPMENT NO. | AREA | DIST. | ZONE | CHART | BLOCK | LOT | CURR. DESC. |
|-------------|-----------|--------|-----------|----------|-----------------|------|-------|------|-------|-------|-----|-------------|
| | | | | OF | | | 1 | | 56 | D | 32 | |

TAXPAYER ADDRESS AND DESCRIPTION

1411

LONAS, Maria & Lewis
39 Spruce St

| RECORD OF TAXPAYER | YEAR | BOOK | PAGE |
|--------------------|------|------|------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

| PROPERTY FACTORS | | | |
|------------------|---------|-------------------|-------|
| TOPOGRAPHY | | IMPROVEMENTS | |
| LEVEL | | WATER | |
| HIGH | | SEWER | |
| LOW | | GAS | |
| ROLLING | | ELECTRICITY | |
| SWAMPY | | ALL UTILITIES | |
| STREET | | TREND OF DISTRICT | |
| PAVED | | IMPROVING | |
| SEMI-IMPROVED | | STATIC | |
| DIRT | | DECLINING | |
| SIDEWALK | | | |
| TILLABLE | PASTURE | WOODED | WASTE |

| LAND VALUE COMPUTATIONS AND SUMMARY | | | | | | |
|-------------------------------------|--------|------------|--------------|-----------------|-----------|------|
| FRONTAGE | DEPTH | UNIT PRICE | DEPTH FACTOR | FRONT FT. PRICE | YEAR 1951 | 1952 |
| 36 FT | 112 FT | 120 | 102 | 365 | 1300 | 1300 |
| TOTAL VALUE LAND | | | | | 1300 | 1300 |
| TOTAL VALUE BUILDINGS | | | | | 365 | 3280 |
| TOTAL VALUE LAND AND BUILDINGS | | | | | 4950 | 4580 |

| LAND VALUE COMPUTATIONS AND SUMMARY | | | | | | |
|-------------------------------------|-------|------------|--------------|-----------------|----|----|
| FRONTAGE | DEPTH | UNIT PRICE | DEPTH FACTOR | FRONT FT. PRICE | 19 | 19 |
| | | | | | | |
| TOTAL VALUE LAND | | | | | | |
| TOTAL VALUE BUILDINGS | | | | | | |
| TOTAL VALUE LAND AND BUILDINGS | | | | | | |

| ASSESSMENT RECORD | | | INCREASE | DECREASE |
|-------------------|--------|------|----------|----------|
| 1950 | LAND | 625 | | |
| | BLDGS. | 1075 | | |
| | TOTAL | 1700 | | |
| 1951 | LAND | 775 | | |
| | BLDGS. | 2200 | | |
| | TOTAL | 2975 | | |
| 1952 | LAND | 1300 | 0 | |
| | BLDGS. | 3280 | | |
| | TOTAL | 4580 | | |
| 1953 | LAND | 1300 | | |
| | BLDGS. | 3280 | 10 | |
| | TOTAL | 4580 | 10 | |

| LAND VALUE COMPUTATIONS AND SUMMARY | | | | | | |
|-------------------------------------|-------|------------|--------------|-----------------|------|----|
| FRONTAGE | DEPTH | UNIT PRICE | DEPTH FACTOR | FRONT FT. PRICE | 1953 | 19 |
| | | | | | | |
| TOTAL VALUE LAND | | | | | 1300 | |
| TOTAL VALUE BUILDINGS | | | | | 3390 | |
| TOTAL VALUE LAND AND BUILDINGS | | | | | 4690 | |

| LAND VALUE COMPUTATIONS AND SUMMARY | | | | | | |
|-------------------------------------|-------|------------|--------------|-----------------|----|----|
| FRONTAGE | DEPTH | UNIT PRICE | DEPTH FACTOR | FRONT FT. PRICE | 19 | 19 |
| | | | | | | |
| TOTAL VALUE LAND | | | | | | |
| TOTAL VALUE BUILDINGS | | | | | | |
| TOTAL VALUE LAND AND BUILDINGS | | | | | | |

| | | | | |
|----|--------|--|--|--|
| 19 | LAND | | | |
| | BLDGS. | | | |
| | TOTAL | | | |
| 19 | LAND | | | |
| | BLDGS. | | | |
| | TOTAL | | | |
| 19 | LAND | | | |
| | BLDGS. | | | |
| | TOTAL | | | |
| 19 | LAND | | | |
| | BLDGS. | | | |
| | TOTAL | | | |
| 19 | LAND | | | |
| | BLDGS. | | | |
| | TOTAL | | | |

| YEAR | ORIG. COST | RENTAL |
|------|-------------|---------|
| | | |
| YEAR | SALE PRICE | EXPENSE |
| | | |
| YEAR | U. S. R. S. | NET |
| | | |

$$\frac{45}{25} \times 100\% = 23$$

$$22 \pm 60\% = 13$$

$$36$$

Zoning Division
Marge Schmuckal
Zoning Administrator

Department of Planning & Development
Lee Urban, Director



CITY OF PORTLAND

August 8, 2003

William Fox
400 Woodford Street
Portland, ME 04103

*See permit for A
ch of use from 2 → 3
D.U #03-1044*

OK

RE: 39 Spruce Street – 056-D-032 – R-6 zone with a Historic overlay zone – permit application #03-0931

Dear Mr. Fox,

I am in receipt of your permit application to change the treads and risers on the front steps of your property located at 39 Spruce Street. Part of the Zoning Administrator's responsibility is to verify the given number of residential units within the building in question. My research of our microfiche, the City's assessor's pre-1957 records, and pre-1957 City Directory shows that the legal number of units within this building should be two (2) dwelling units instead of the three (3) dwelling units that is denoted. There has never been a required change of use permit from two to three dwelling units.

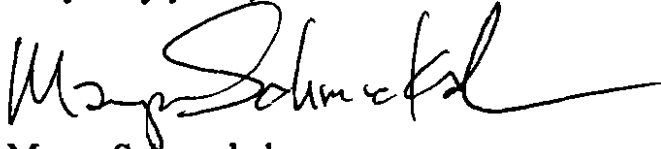
Before I can sign off on this permit, it is required to legalize the third unit. You will need to apply for a change of use permit with a site plan showing the property lines with all structures and dimensional setbacks from those structures. This site plan shall also show all required off-street parking. With a change of use, you are required to show one parking space for each existing legal unit, and one and one-half parking spaces for the new unit, for a total of three and one-half off-street parking spaces in your particular case. This office will also require dimensioned floor plans for each floor and each dwelling unit.

Your property is located within the R-6 residential zone, and any zoning approval shall meet all the criteria that is listed for your proposal. The addition of a dwelling unit also requires a minor site plan review or an official exemption from a site plan review. You will need to contact the planning division for further information.

Your permit will be on hold until the legality of the number of dwelling units has been appropriately met. You have the right to appeal my decision. If you wish to exercise your right

to appeal, you have 30 days from the date of this letter in which to appeal. If you should fail to do so, my decision is binding and not subject to appeal. Please contact this office for the necessary paperwork that is required to file an appeal

Very truly yours,



Marge Schmuckal
Zoning Administrator

Cc: file



CITY OF PORTLAND, MAINE
Department of Building Inspections

August 1 2003

Received from W. J. Faf

Description of Work 39 Spruce St

Cost of Construction \$ _____

Permit Fee \$ 30.00

Building (I1) Plumbing (I5) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

056 D 032

Caf Total Collected \$ 30.00

THIS IS NOT A PERMIT

No work is to be started until PERMIT CARD is actually posted upon the premises. Acceptance of fee is no guarantee that permit will be granted. PRESERVE THIS RECEIPT. In case permit cannot be granted the amount of the fee will be refunded upon return of the receipt less \$10.00 or 10% whichever is greater.

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy

Staff