

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

Please Read  
Application And  
Notes, If Any,  
Attached

BU **PERMIT** ICTION

Permit Number: 090699

This is to certify that STONE MAXINE /Home Own  
has permission to Reconstruction of 8x12 Green House. Repair to windows, exterior wood, Replace Wooden Interior Doors  
AT 163 WESTERN PROMENADE CB 069 A004001

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 lath or other work is put in. 24 HOURS 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. JUL 17 2009  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

*Thomas N. Marbley* 7/15/09  
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: 09-0699	Issue Date:	CBL: 069 A004001
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Location of Construction: 163 WESTERN PROMENADE	Owner Name: STONE MAXINE	Owner Address: 163 WESTERN PROMENADE	Phone: 207-772-0774
Business Name:	Contractor Name: Home Owner	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Duplex	Zone: R-4

Past Use: Two Family Residential	Proposed Use: Two Family Residential - Reconstruction of 8x12 Green House, Repairs to windows, exterior wood, Replace Wooden Interior Doors	Permit Fee: \$40.00	Cost of Work: \$2,000.00	CEO District: 2
Proposed Project Description: Reconstruction of 8x12 Green House, Repairs to windows, exterior wood, Replace Wooden Interior Doors		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: R3 Type: 5B <i>IRC 2003</i> Signature: <i>Jm 7/15/09</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: lmd	Date Applied For: 07/06/2009	<b>Zoning Approval</b>		
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"/> <i>OK w/conditions</i> Date: <i>ABM 7/15/09</i>	<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> YES <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 Date: <i>7/9/09</i> <i>D. Anderson</i>

*JUL 17 2009*

**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

<b>Permit No:</b> 09-0699	<b>Date Applied For:</b> 07/06/2009	<b>CBL:</b> 069 A004001
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<b>Location of Construction:</b> 163 WESTERN PROMENADE	<b>Owner Name:</b> STONE MAXINE	<b>Owner Address:</b> 163 WESTERN PROMENADE	<b>Phone:</b> 207-772-0774
<b>Business Name:</b>	<b>Contractor Name:</b> Home Owner	<b>Contractor Address:</b>	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Duplex	

<b>Proposed Use:</b> Two Family Residential - Reconstruction of 8x12 Green House, Repairs to windows, exterior wood, Replace Wooden Interior Doors	<b>Proposed Project Description:</b> Reconstruction of 8x12 Green House, Repairs to windows, exterior wood, Replace Wooden Interior Doors
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<b>Dept:</b> Historic	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Deborah Andrews	<b>Approval Date:</b> 07/08/2009	<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Dept:</b> Zoning	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 07/08/2009	<b>Note:</b> 8' x 12' room is shown on plot plan from 1941.	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<ol style="list-style-type: none"> <li>1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.</li> <li>2) This permit is being issued with the condition that all work is taking place within the existing footprint of the building.</li> <li>3) This property shall remain a two family dwelling. Any change of use shall require a separate permit application for review and approval.</li> <li>4) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.</li> </ol>					
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Tom Markley	<b>Approval Date:</b> 07/15/2009	<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<ol style="list-style-type: none"> <li>1) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.</li> </ol>					

<b>Comments:</b>
7/10/2009-tm: called Maxine Stone to tell her there are no framing plans for new door or wall. I asked that she call me back to discuss.
7/10/2009-tm: Spoke to Ann Machado who suggested I call Scott Hanson to ask if they had the missing info. I left a voicemail Requesting he call me to discuss.
7/13/2009-tm: talked to maxine stone and she will have framing details for greenhouse today and callm me back.

**BUILDING PERMIT INSPECTION PROCEDURES**

**Please call 874-8703 or 874-8693 (ONLY )**

**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.**

**A Pre-construction Meeting will take place upon receipt of your building permit.**

  X   **Final inspection required at completion of work.**

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 of Applicant/Designee

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**CBL: 069 A004001**

**Building Permit #: 09-0699**



# 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>163 WESTERN PROMENADE, PORT MEADOW</u>		
Total Square Footage of Proposed Structure/Area <u>ROOM 12x8 = 96 sq ft WALK = 6'6" x 10' = 66 sq ft</u>	Square Footage of Lot <u>9592</u>	Number of Stories <u>2</u>
Tax Assessor's Chart, Block & Lot Chart# <u>69</u> Block# <u>A</u> Lot# <u>4</u>	Applicant *must be owner, Lessee or Buyer* Name <u>MAXINE GOVE</u> Address <u>163 WESTERN PROM.</u> City, State & Zip <u>PORT MEADOW</u>	Telephone: <u>207 772 0774</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ <u>2,000.00</u> C of O Fee: \$ _____ Total Fee: \$ _____
<p>Current legal use (i.e. single family) <u>2 FAMILY</u> Number of Residential Units <u>2</u></p> <p>If vacant, what was the previous use? <u>2</u></p> <p>Proposed Specific use: <u>RETURN ROOM FORMER USE -</u></p> <p>Is property part of a subdivision? <u>NO</u> If yes, please name _____</p> <p>Project description: <u>REPAIR WINDOWS + EXTERIOR WOOD WHERE IT IS DAMAGED ON 2ND FLOOR 2ND HOUSE. 3RD SIDE COULD NOT BE REPAIRED BECAUSE LEAST CARPETED NAT INFESTATION. REPLACE WITH WOODEN EXTERIOR DOOR + HIGHTS.</u></p> <p>Contractor's name: <u>_____</u></p> <p>Address: <u>_____</u></p> <p>City, State &amp; Zip _____ Telephone: _____</p> <p>Who should we contact when the permit is ready: <u>MAXINE GOVE</u> Telephone: <u>207 772 0774</u></p> <p>Mailing address: <u>163 WESTERN PROMENADE, PORT MEADOW</u></p>		

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](http://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: Maxine Gove Date: 6/23/09

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



# Residential Additions/Alterations Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

The Maine Home Construction Contracts Act requires that any home construction or repair work for more than \$3000. in materials or labor must be based on a written contract unless the parties agree to exempt themselves. A sample contract is available on the City's website at [www.portlandmaine.gov](http://www.portlandmaine.gov), in the Inspection Office, Room 315 of Portland City Hall or call (207)874-8703 to have one mailed to you.

One (1) complete set of construction drawings must include:

- Cross sections w/framing details
- Floor plans and elevations existing & proposed
- Detail removal of all partitions & any new structural beams
- Detail any new walls or permanent partitions ~~-REMOVING~~
- Stair details including dimensions of: rise/run, head room, guards/handrails, baluster spacing
- Window and door schedules
- Foundation plans w/required drainage and damp proofing (if applicable)
- Detail egress requirements and fire separation/sound transmission ratings (if applicable)
- Insulation R-factors of walls, ceilings & floors & U-factors of windows per the IECC 2003
- Deck construction including: pier layout, framing, fastenings, guards, stair dimensions
- Reduced plans or electronic files in pdf format are also required if original plans are larger than 11" x 17"
- Proof of ownership is required if it is inconsistent with the assessors records

Separate permits are required for internal & external plumbing, HVAC, and electrical installations.

If there are any additions to the footprint or volume of the structure, any new or rebuilt structures or, accessory detached structures a plot plan is required. A plot must include:

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines. Structures include decks, porches; bow windows, cantilever sections and roof overhangs, sheds, pools, garages and any other accessory structures must be shown with dimensions if not to scale.
- Location and dimensions of parking areas and driveways
- A change of use may require a site plan exemption application to be filed.

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.**

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 visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost

**This is not a Permit; you may not commence any work until the Permit is issued.**

163 Western Promenade, Portland, Maine, 04102

### Greenhouse

Because of rot from a leak and carpenter ant infestation one wall of my greenhouse needs reconstruction. The 8 foot wall has completely rotted away. see pic. #1  
**I want to add a door in this wall, so I can enter my garden.**

The greenhouse is attached to my house by 3 walls, and is original, constructed in 1927 a total of 96 sq ft. (8x12) see pic#2 and #2a

I have lived here for 31 years and for all these years in order to gain access my garden I now leave my kitchen, enter the garage and from there enter a shed and then enter my garden. I would prefer a more suitable entrance to the garden.

#### **Restoration:**

I am completely restoring the other 2 walls of the greenhouse to their original. see pic #3,4, 5. Note the awning windows for ventilation and large stationary windows which have been stripped of 90 years paint and grime then epoxy and pegged and repaired, and the panes of glass, each (12x10), hve been removed, reset and reglazed and painted..... in all 60 panes of glass.

The 12x3 foot glass roof which opens for ventilation has been reglazed and painted. Other sections of the glass roof have been reglazed.

The lower portion of the exterior will be restored to original design and treated wood used underneath the exterior grade wood.

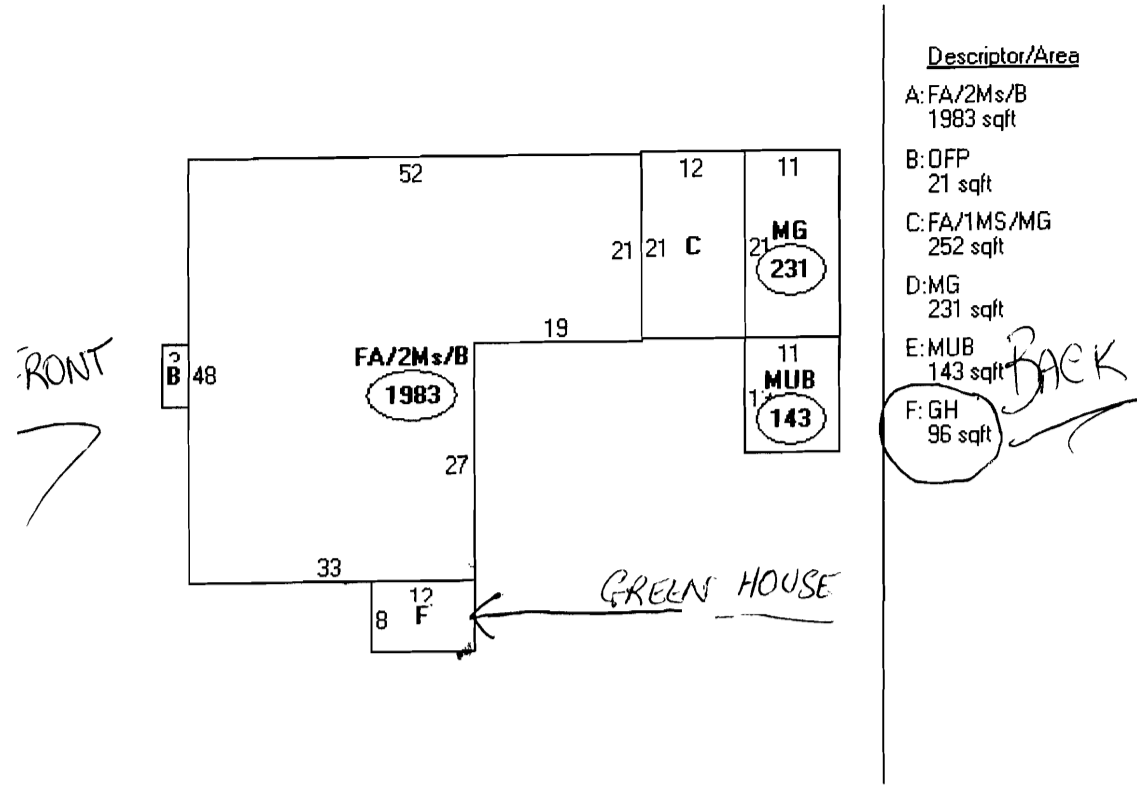
See drawing of intended door. see pic #6

The wall faces the rear of my property, an alley. see pic #7 (taken from middle of alley)

#### **Greenhouse construction:**

**The greenhouse is supported by iron columns, on a full foundation and the glass roof is braced with iron.**

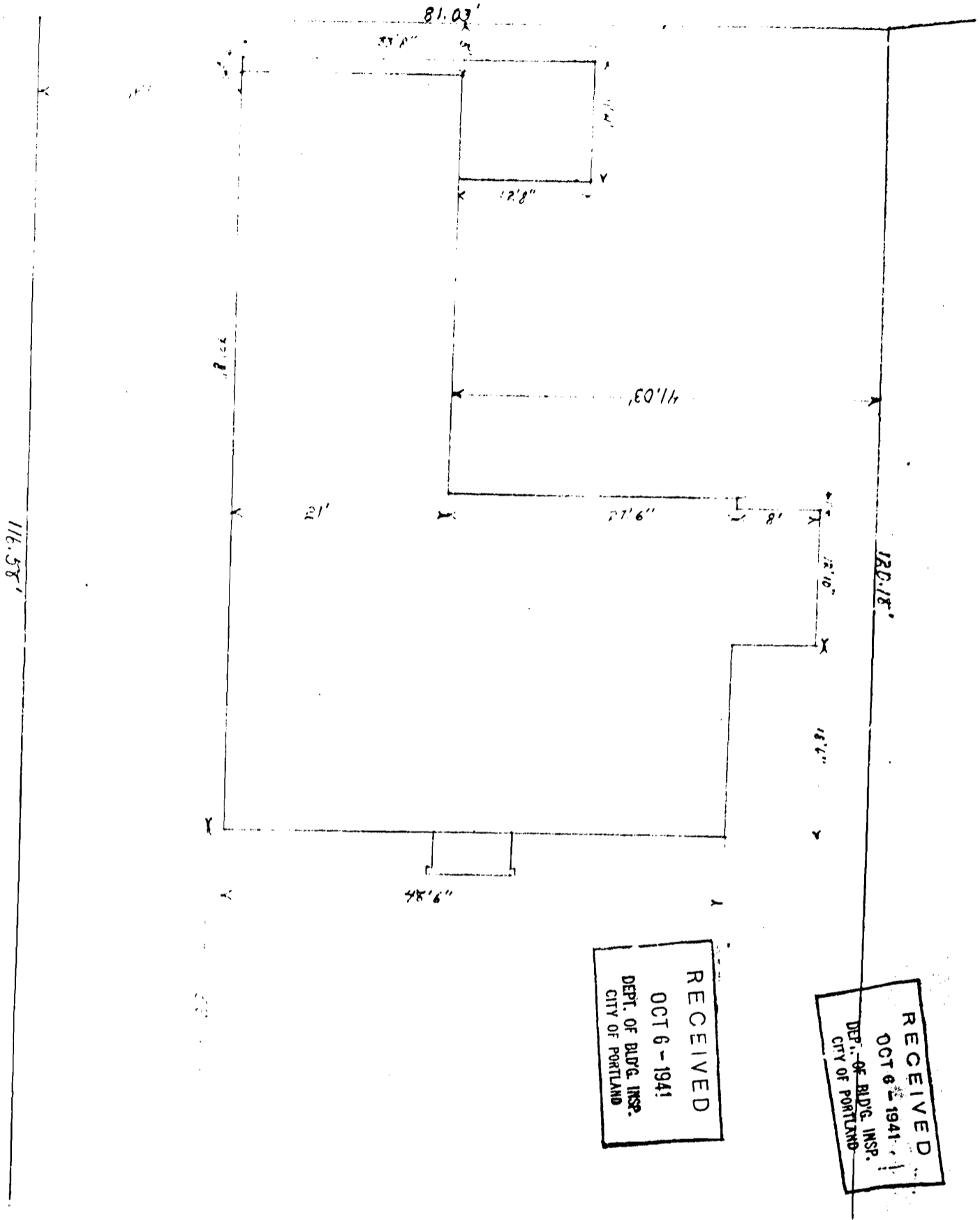
The exterior and interior wood pilasters and trim do not play a role in the support of the structure. Trim is for decoration and style only.





1983 / # 00171 1 family → 2 family

Private Driveway Owned and Maintained  
By Owner



RECEIVED  
OCT 6 - 1941  
DEPT. OF BLDG. INSP.  
CITY OF PORTLAND

RECEIVED  
OCT 6 - 1941  
DEPT. OF BLDG. INSP.  
CITY OF PORTLAND

**CITY OF PORTLAND, MAINE**  
**HISTORIC PRESERVATION BOARD**

---

John Turk, Chair  
Rick Romano, Vice Chair  
Otis Baron  
Scott Benson  
Martha Deprez  
Michael Hammen  
Ted Oldham

July 2, 2009

Maxine Stone  
163 Western Promenade  
Portland, Maine 04102

Re: Greenhouse alterations; 163 Western Promenade

Dear Ms. Stone:

On the basis of a recent site visit and review of your application submitted June 26, 2009, I have approved your proposal for exterior alterations to the rear elevation of your greenhouse at 163 Western Promenade.

Approval is subject to the following condition:

- \* Further clarification is required regarding the materials and design of the proposed rear steps prior to commencing with this aspect of the work.

All improvements shall be carried out as shown on the plans and specifications submitted to staff on 6/26/09. Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work. This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Note: Your project may also require a building permit. Please contact Building Inspections (874-8703) to make this determination.

Sincerely,



Deborah Andrews  
Historic Preservation Program Manager

