

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



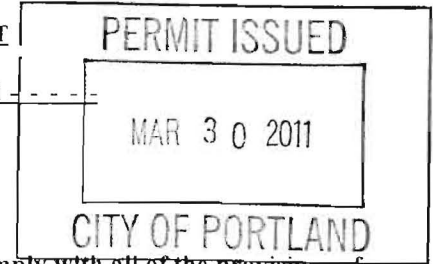
CITY OF PORTLAND BUILDING PERMIT

This is to certify that JANEM FLYNN

Located At 19 PLEASANT

Job ID: 2011-03-565-ALTR

CBL: 087 - - L - 007 - 001



has permission to New roof and interior renovations

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

03/30/2011

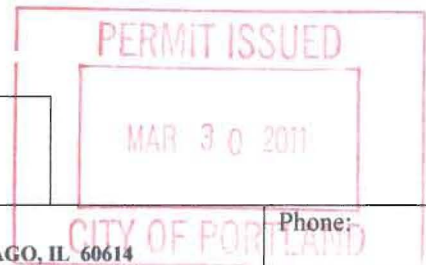
Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY.
PENALTY FOR REMOVING THIS CAR**

City of Portland, Maine - Building or Use Permit Application

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



Job No: 2011-03-565-ALTR	Date Applied: 3/09/2011	CBL: 087 - - L - 007 - 001 - - - - -	
Location of Construction: 19 PLEASANT AVE, PEAKS ISLAND	Owner Name: MARK ANDERSON & SIMA WALKER	Owner Address: 454 W. DEMING PL #4E, CHICAGO, IL 60614	Phone:
Business Name:	Contractor Name: Rodney Tardif	Contractor Address: 5 Lamothe St, Biddeford, ME 04005	Phone: 229-7092
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG - Building	Zone: IR-2
Past Use: Single Family	Proposed Use: SAME: Single Family - to make changes to windows, new roofing, new siding, remodel baths & kitchen etc	Cost of Work: 110,000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: R3 Type: SB JRK, 2009
		Signature: <i>G. Gaudet</i> (50)	Signature: <i>JRK</i>
Proposed Project Description: 19 Pleasant Ave. Peaks Island / Renovations		Pedestrian Activities District (P.A.D.)	

Permit Taken By: Gayle	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 informatin may invalidate a building permit and stop all work.	Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>ok with conditions</i> <i>3/15/11</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 checked="" type="checkbox"/> Denied Date:	Historic Preservation <input checked="" type="checkbox"/> Not in Dist 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 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 appication 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	PHON

BUILDING PERMIT INSPECTION PROCEDURES

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

or email: buildinginspections@portlandmaine.gov

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
 - **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
 - **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**
1. Close-In: (Electrical, Plumbing, Framing)
 2. Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Director of Planning and Urban Development
Penny St. Louis

Job ID: 2011-03-565-ALTR

Located At: 19 PLEASANT

CBL: 087 - - L - 007 - 001 - - - -

Conditions of Approval:

Zoning

1. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work. It is understood that all work is within the envelope of the existing building.
2. This is NOT an approval for an additional dwelling unit. You SHALL NOT add any additional kitchen equipment including, but not limited to items such as stoves, microwaves, refrigerators, or kitchen sinks, etc. without special approvals.
3. This property shall remain a single family dwelling. Any change of use shall require a separate permit application for review and approval.

Building

1. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm HVAC systems, heating appliances, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
2. Glass glazing required adjacent to stairways when exposed surface of the glass is less than 60 inches above the nose of the tread.
3. Window sills in locations more than 72 inches from finished grade shall be a minimum of 24 inches above the finished floor of the room, unless a window fall prevention devices is installed in accordance with section R612.3.
4. A photoelectric Carbon Monoxide (CO) detector shall be installed in each area within or giving access to bedrooms. That detection must be powered by the electrical service in the building and battery.
5. Hardwired photoelectric interconnected battery backup smoke detectors shall be installed in all bedrooms, protecting the bedrooms, and on every level.
6. Mechanical or natural ventilation required in the bathroom.
7. Proposed header schedule is (2) 2X10" and LVL, specs shall be submitted to this office.
8. Existing "rotten" roof rafters on 3 pitch will be replaced (2X10") and point loaded to foundation; 2X4" 16" O.C. studs will replace rotten wood on the exterior walls.
9. Contactor will submit a cross section for renovation to existing stairwell prior to construction.
10. Energy Efficiency (N1101.2.1) "R-Factors of Walls, Floors, Ceilings, Building Envelope must be submitted to this Office prior to close-in.

1st Floor Windows & Doors

Enclosed Porch 2 - DH 3848-2 3 over 1

Living Room 2 - DH 3669 3 over 1

1 - 3/0 X 6/8 with 2- 14' sidelites and 12" Transom

1 - Double 3/0 X 6/8 French style Door

Dining 1 - C 3636 Round window Colonial 4 Lite

1 - DH 3669 3 over 1

Kitchens 2 - DH 3249 3 over 1

1 - DH 2549-3 3 over 1

1 - DH 3049 3 over 1

1st Floor Bath 1 - DH 3242 3 over 1

Mud Room 1 - DH 3442 3 over 1

1 - 2/8 X 6/8 Door

Second Floor

Bed # 1

1 - 3/0 X 6/8 Double French style Door Egress For Bedroom # 1

1 - A 3632 Awning 3-Lite

Bed # 2

1 - DH 4066 3 over 1 egress

Bed # 3

1 - DH 4066 3-over 1 egress

1 - A 3632 Awning 3-Lite

2-ND Floor Bath

1 - DH 3648 3 over 1

1 - DH 3648 3 over 1 Tempered

All new windows will be Paradigm Premium
Double-Hung and Awning windows with a .20 U-value

All new exterior doors will be Therma-tru Smooth-star
Fiberglass doors



✓ entered PDF 4th floor

General Building Permit Application

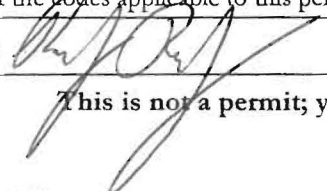
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>19 Pleasant Ave Peaks Island</u>		
Total Square Footage of Proposed Structure/Area <u>1466</u>	Square Footage of Lot <u>8771</u>	Number of Stories <u>2</u>
Tax Assessor's Chart, Block & Lot Chart# <u>087</u> Block# Lot# <u>7</u>	Applicant * must be owner, Lessee or Buyer * Name <u>MARK ANDERSONS</u> Address <u>454 W. Deming Pl. #4E</u> City, State & Zip <u>Chicago, IL 60614</u>	Telephone: <u>1-847-226-2411</u>
Lessee/DBA (If Applicable) <u>MAR - 9 2011</u> RECEIVED Dept. of Building Inspections City of Portland Maine	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ <u>110,000.00</u> C of O Fee: \$ _____ Total Fee: \$ <u>1,120.00</u>
Current legal use (i.e. single family) <u>single Family</u> Number of Residential Units <u>1</u> If vacant, what was the previous use? <u>NA</u> Proposed Specific use: <u>single Family</u> Is property part of a subdivision? _____ If yes, please name _____ Project description: <u>NEW Roofing, New siding, New windows & doors, Remodel Baths & kitchen, Remove interior wall coverings, Rewire, Insulate and install sheetrock. Also install new piping in open walls</u>		
Contractor's name: <u>TARDIF Construction INC</u> Address: <u>5 Lamothe st.</u> City, State & Zip <u>Biddeford, ME 04005</u> Telephone: <u>207-229-7092</u> Who should we contact when the permit is ready: <u>Rodney TARDIF</u> Telephone: _____ Mailing address: <u>5 Lamothe st. Biddeford, ME 04005</u>		

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.

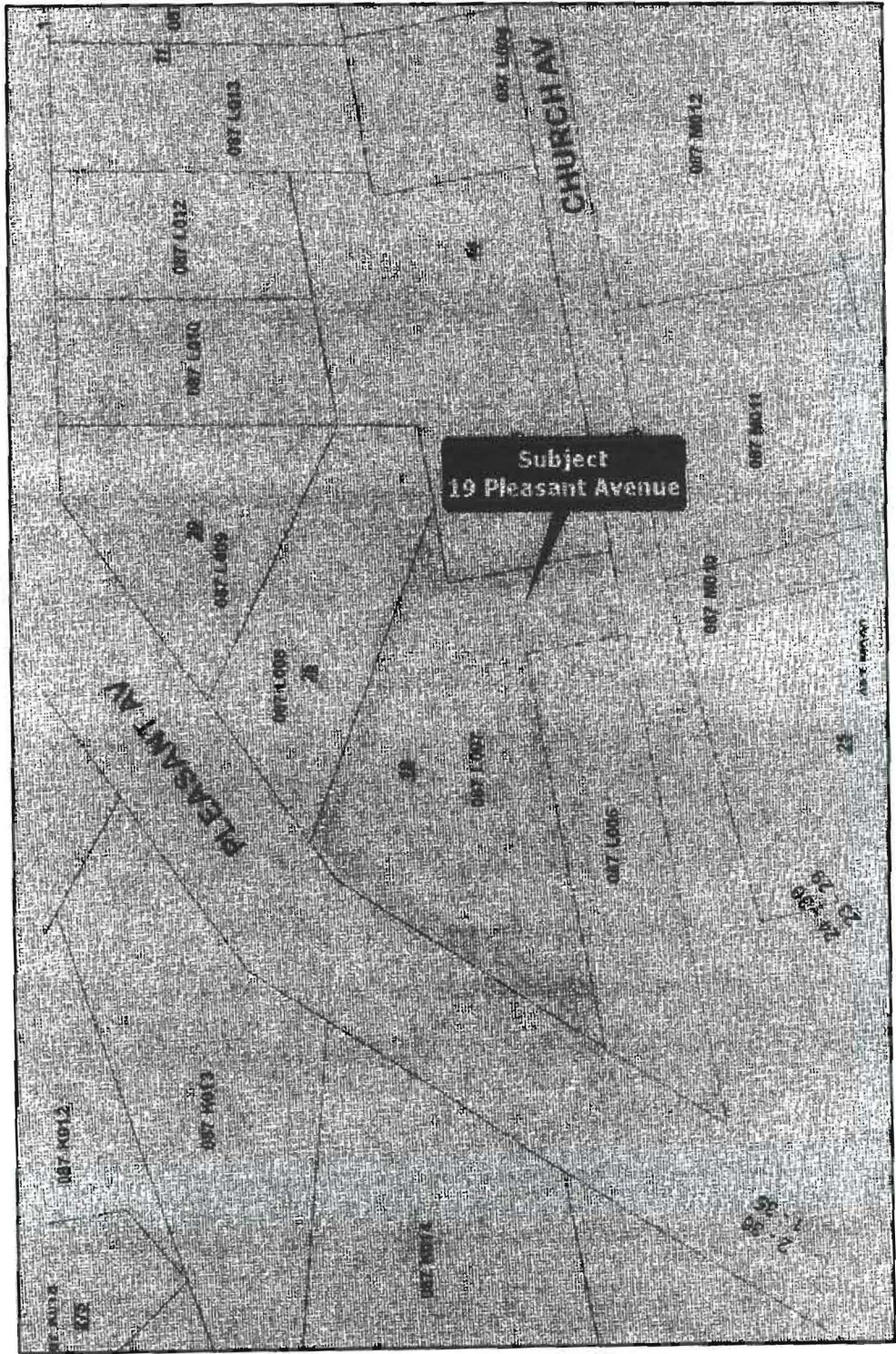
I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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:  Date: 4/7/2011

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

Tax Map

Borrower/Client	Anderson		
Property Address	19 Pleasant Avenue		
City	Peaks Island	County	Cumberland
		State	ME
		Zip Code	04109
Lender	Provident Funding Associates LP		



9.88

4.73

100

4458

6

8771

51

76

12

7

113.29



4708

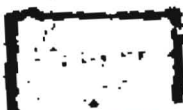
112.40

98.2

8129

51

269





File Number 100864

WARRANTY DEED
Maine Statutory Short Form

KNOW ALL MEN BY THESE PRESENTS, That Jane M. Flynn of Scituate, Massachusetts, for consideration paid, grant(s) to Mark C. Anderson and Silma Walker whose mailing address is 454 West Deming Place # 4E, Chicago, Illinois 60614, with **WARRANTY COVENANTS/** ^{as Joint Tenants} the real property situated in Portland, County of Cumberland and State of Maine more particularly described in Exhibit A attached hereto and incorporated herein by reference.

WITNESS, my/our hand(s) and seal(s) this 13 day of January, 2011.

[Signature]
Witness to all

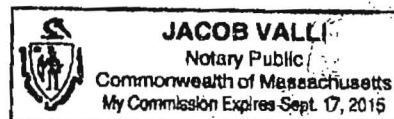
[Signature]
Jane M. Flynn

State of ~~Maine~~ Massachusetts
County of ~~Cumberland~~, ss. Plymouth

January 13, 2011

Personally appeared before me the above named Jane M. Flynn and acknowledged the foregoing instrument to be his/her/their free act and deed.

[Signature]
Notary Public/Attorney at Law



**EXHIBIT A
(DEED)**

PARCEL 1:

A certain lot or parcel of land with the cottage thereon situated on the southeasterly side of Pleasant Avenue, on Peaks Island, Portland, Cumberland County and State of Maine, bounded and described as follows:

Beginning at a drill hole in a ledge in the northerly line of land formerly owned by Samuel Trott, said drill hole marking the most southwesterly corner in land conveyed by Frederick Cooper to David L. Paul and Sandra J. Paul by deed dated July 30, 1987 and recorded in the Cumberland County Registry of Deeds in Book 7901, Page 242 (The Paul Land), said drill hole marking the point of beginning also being identified as being on the northerly line of land conveyed to David Beringer and Jody Jacobs by deed dated May 5, 1986 and recorded in the Cumberland County Registry of Deeds in Book 7159, Page 265 (The Beringer Land);

From said point of beginning; thence N 51° 30' 16" W by the southwesterly line of The Paul Land, said line being parallel with and four feet northeasterly of the northeasterly wall of the cottage on the premises herein conveyed, one hundred and thirteen and twenty-nine hundredths (113.29) feet to the southeasterly line of Pleasant Avenue;

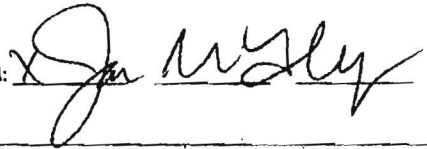
Thence S 72° 30' 22" W by Pleasant Avenue to an angle in Pleasant Avenue;

Thence S 50° 32' 53" W by Pleasant Avenue seventy-two and ninety-two hundredths (72.92) feet to the intersection of the Trott line with the southeasterly line of Pleasant Avenue being also the northwesterly corner of land conveyed by Peaks Island Christian Community Center to Trustees of Brackett Memorial Methodist Church by deed dated August 27, 1951 and recorded in the Cumberland County Registry of Deeds in Book 2060, Page 83 (The Church Land);

Thence running S 83° 00' 11" E by the northerly line of The Church Land and the northerly line of The Beringer Land (being the Trott line) one hundred and sixty and seventy-five hundredths (160.75) feet to the point of beginning.

The premises herein conveyed are shown on the Revised Plan of Fairview Cottage prepared by TKM Land Surveyors and recorded in the Cumberland County Registry of Deeds in Plan Book 194, Page 301 and are the same premises as conveyed by Joel F. Rubinsteln to Nancy G. Rubinsteln by Warranty Deed dated February 28, 1986 and recorded in the Cumberland County Registry of Deeds in Book 7089, Page 49.

PARCEL 2:

Reviewed and Approved:  _____

File No. 100864

Cumberland County Registry of Deeds in Plan Book 4, Page 60, said lot numbered twelve being a portion of the premises conveyed by Michael Keane and Patricia J. Keane to David R. Beringer and Jodie Jacobs by deed dated May 5, 1986 and recorded in the Cumberland County Registry of Deeds in Book 7159, Page 265 (The Beringer Land);

Thence S 06° 59' 49" W by The Beringer Land (The Beringer Land being Lot 12 on the Trott Plan) twenty (20) feet to an iron pin set in the ground;

Thence N 83° 00' 11" W, parallel with the southerly line of The Rubinstein Land and at all times twenty (20) feet distant therefrom, one hundred and twenty-seven and ninety-one hundredths (127.91) feet to an iron pin set in the ground on the southeasterly line of Pleasant Avenue;

Thence N 50° 32' 53" E by Pleasant Avenue twenty-seven and six tenths (27.6) feet to the southwesterly corner of The Rubinstein Land, being the intersection of the Trott line with Pleasant Avenue;

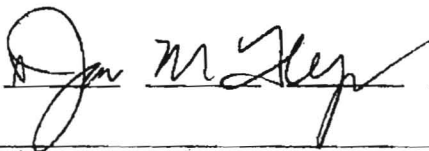
Thence S 83° 00' 11" E by the southerly line of The Rubinstein Land one hundred and eighty and nine tenths (108.9) feet to an iron pin set in the ground and the point of beginning.

Parcel 3 is shown on the Revised Plan of Fairview Cottage prepared by TKM Land Surveyors recorded in the Cumberland county Registry of Deeds in Plan Book 194, Page 301 and is the same premises as conveyed to the Grantor herein by Warranty Deed of the Trustees of Brackett Memorial Methodist Church and recorded in the Cumberland County registry of Deeds in Book 11682, Page 80.

TOGETHER WITH rights and easements as reserved in Book 19754, Page 240 and SUBJECT TO conditions set forth therein.

Meaning and intending to convey and hereby conveying the same premises described in a deed to Jane M. Flynn dated October 18, 2004 and recorded in the Cumberland County Registry of Deeds in Book 21921, Page 65.

Reviewed and Approved: _____



File No. 100864

A certain lot or parcel of land lying southeasterly of Pleasant Avenue and on the northerly side of B Street on Peaks Island, City of Portland, County of Cumberland and State of Maine and being further bounded and described as follows:

Beginning at an iron pipe driven in the ground on the southerly line of land conveyed by Joel F. Rubinstein to Nancy G. Rubinstein by Warranty Deed dated February 28, 1986 and recorded in the Cumberland County Registry of Deeds in book 7089, Page 49 (The Rubinstein Land), being also identified as being on the Trott Line, at a point on the southerly line of said Rubinstein Land twenty-five (25) feet N 83° 00' 11" W from a drill hole marking the most easterly corner of The Rubinstein Land;

From said point of beginning; thence N 83° 00' 11" W by the southerly line of The Rubinstein Land, twenty-six and eighty-five hundredths (26.85) feet to an iron pin set in the ground at the northeasterly corner of land conveyed by Peaks Island Christian Community Center to Trustees of Brackett Memorial Methodist Church by deed dated August 27, 1951 and recorded in the Cumberland County Registry of Deeds in Book 2060, Page 83 (The Church Land);

Thence S 06° 59' 49" W, by The Church Land, fifty-two and ninety-seven hundredths (52.97) feet to a wooden stake set in the ground on the northerly line of B Street;

Thence S 83° 00' 11" E by the line of B Street, twenty-six and eighty-five hundredths (26.85) feet to an iron pin set in the ground;

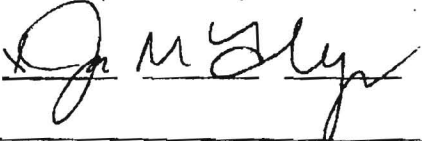
Thence N 06° 59' 49" E, parallel with the easterly line of The Church Land and at all times twenty-six and eighty-five hundredths (26.85) feet distant therefrom, fifty-two and ninety-seven hundredths (52.97) feet to an iron pin set in the ground on the southerly side of The Rubinstein Land and the point of beginning.

Parcel 2 is shown on the Revised Plan of Fairview Cottage prepared by TKM Land Surveyors recorded in the Cumberland County Registry of Deeds in Plan Book 194, Page 301.

PARCEL 3:

A certain lot or parcel of land on the southeasterly side of Pleasant Avenue on Peaks Island, City of Portland and County of Cumberland and State of Maine and being further bounded and described as follows:

Beginning at an iron pipe driven in the ground on the southerly line of land conveyed by Joel F. Rubinstein to Nancy G. Rubinstein by Warranty Deed dated February 28, 1986 and recorded in the Cumberland County Registry of Deeds in Book 7089, Page 49 (The Rubinstein Land), being also identified as being on the Trott line, at a point on the southerly line of The Rubinstein Land, fifty-one and eighty-five hundredths (51.85) feet from a drill hole marking the most easterly corner of The Rubinstein Land, said point of beginning being further identified as the northwesterly corner of lot numbered twelve (12) as shown on Plan of Samuel Trott Estate (The Trott Plan) recorded in the

Reviewed and Approved:  _____

3/9/11

Job Summary Report
Job ID: 2011-03-565-ALTR

Report generated on Mar 10, 2011 9:04:52 AM

Job Type:	Alterations Residential SF	Job Description:	19 Pleasant Ave. Peaks Island / Renovations	Job Year:	2011
Building Job Status Code:	Initiate Plan Review	Pin Value:	835	Tenant Name:	
Job Application Date:		Public Building Flag:	N	Tenant Number:	
Estimated Value:	110,000	Square Footage:			
Related Parties:		JANE FLYNN		Property Owner	

Job Charges

Fee Code Description	Charge Amount	Permit Charge Adjustment	Net Charge Amount	Payment Date	Receipt Number	Payment Amount	Payment Adjustment Amount	Net Payment Amount	Outstanding Balance
----------------------	---------------	--------------------------	-------------------	--------------	----------------	----------------	---------------------------	--------------------	---------------------

Location ID: 13558

Location Details

Alternate Id	Parcel Number	Census Tract	GIS X	GIS Y	GIS Z	GIS Reference	Longitude	Latitude
S27480	087 L 007 001		U				-70.195856	43.661095

Location Type	Subdivision Code	Subdivision Sub Code	Related Persons	Address(es)
1				19 PLEASANT AVENUE NORTH

Location Use Code	Variance Code	Use Zone Code	Fire Zone Code	Inside Outside Code	District Code	General Location Code	Inspection Area Code	Jurisdiction Code
SINGLE FAMILY		NOT APPLICABLE					DISTRICT 1	PEAKS ISLAND

IR-2

Structure Details

Structure: Interior renovations

Occupancy Type Code:

Structure Type Code	Structure Status Type	Square Footage	Estimated Value	Address
Single Family	0			19 PLEASANT AVENUE NORTH

Longitude	Latitude	GIS X	GIS Y	GIS Z	GIS Reference	User Defined Property Value
-----------	----------	-------	-------	-------	---------------	-----------------------------

Permit #: 20111775

Permit Data

Location Id	Structure Description	Permit Status	Permit Description	Issue Date	Reissue Date	Expiration Date
13558	Interior renovations	Initialized				

gryle-

in Que

Job Summary Report
Job ID: 2011-03-565-ALTR

Report generated on Mar 10, 2011 9:04:52 AM

Page 2

Inspection Details

Inspection Id	Inspection Type	Inspection Result Status	Inspection Status Date	Scheduled Start Timestamp	Result Status Date	Final Inspection Flag
---------------	-----------------	--------------------------	------------------------	---------------------------	--------------------	-----------------------

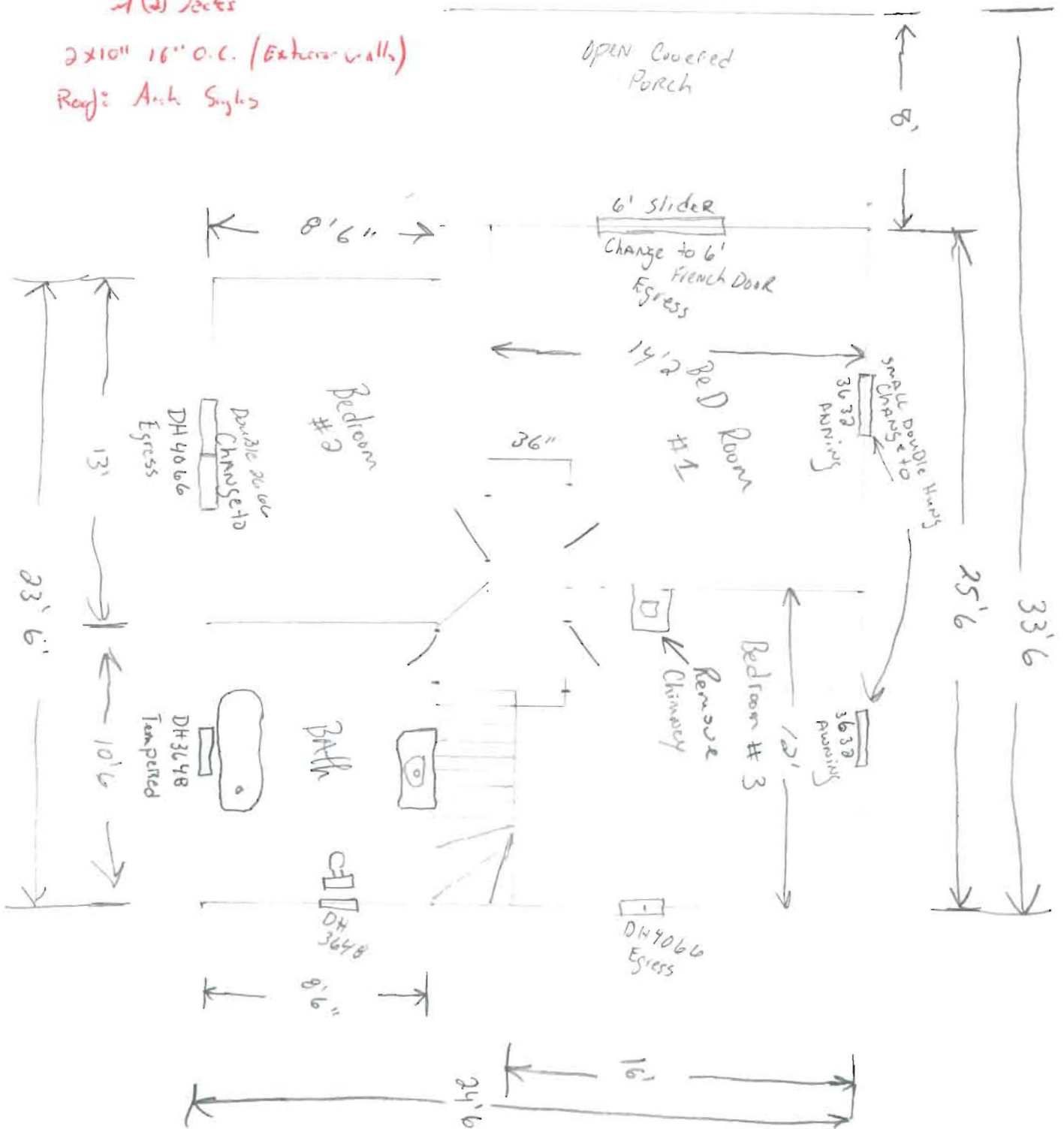
Fees Details

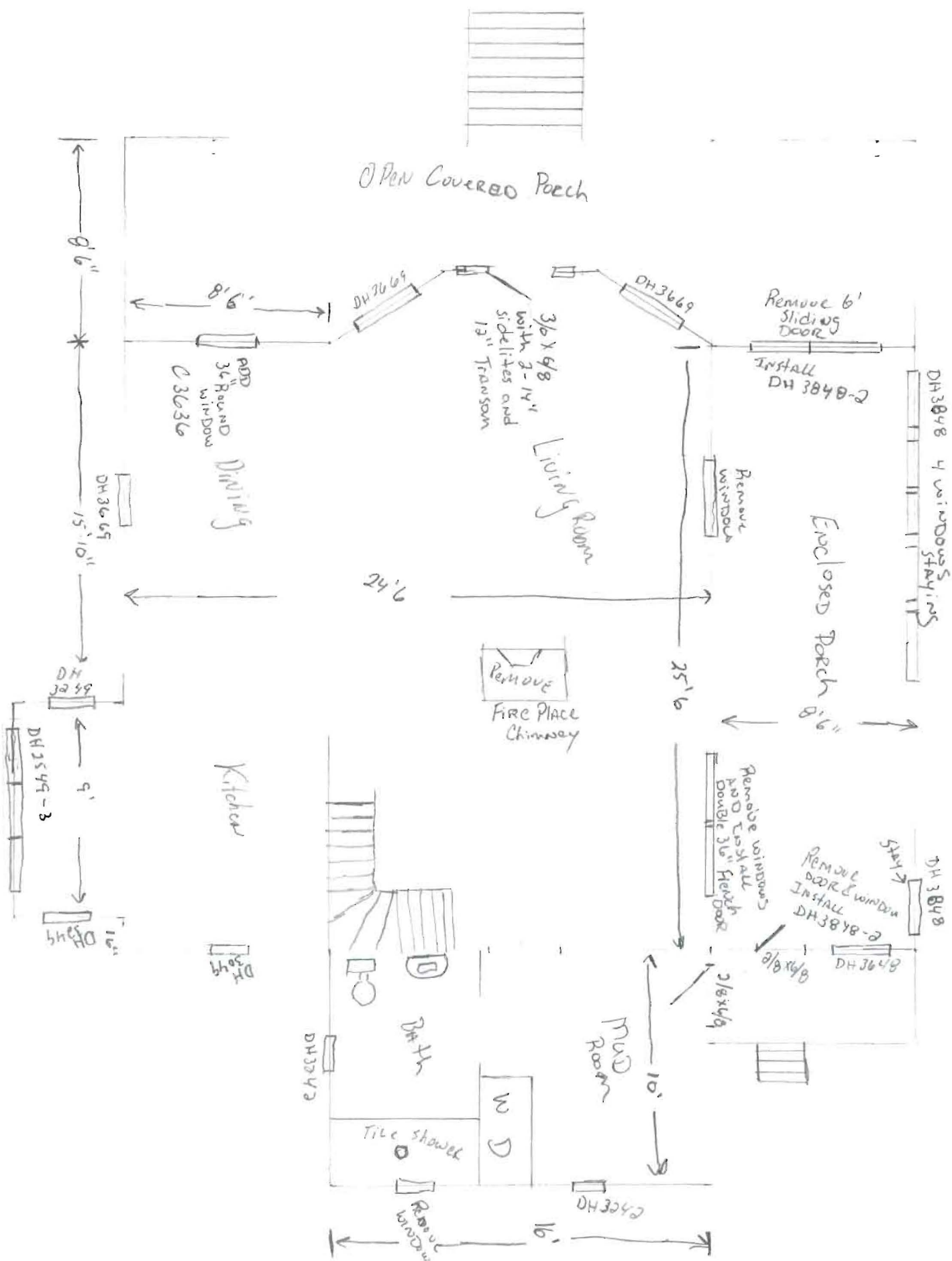
Fee Code Description	Charge Amount	Permit Charge Adjustment	Permit Charge Adj Remark	Payment Date	Receipt Number	Payment Amount	Payment Adjustment Amount	Payment Adj Comment
Job Valuation Fees	\$1,120.00							

Existing interior walls ARE 3/4" T&G BOARDS.
 Remove 3/4 Board walls and frame 2x4 in there PLACE
 ALTER Framing to fit new Door & window R.O.
 NEW WIRING
 NEW Plumbing
 Install insulation Because there is NONE
 Full 1/2 sheet rock on walls and Pine T&G on ceilings

(2) 2x10" Headers
 1(2) Joists

2x10" 16" O.C. (Exterior walls)
 Rof: Arch Syles







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, 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
- 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, 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.