

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that KEITH IVERS

Located At 512 ISLAND AVE

Job ID: 2012-10-5195-CH OF USE

CBL: 090-AA-001-001

has permission to COU from SF to SF w/HO

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 ~~insp~~pection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

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

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.**

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.



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Director of Planning and Urban Development
Jeff Levine

Job ID: 2012-10-5195-CH OF USE

Located At: 512 ISLAND AVE

CBL: 090-AA-001-001

Conditions of Approval:

Zoning

1. SEPARATE PERMITS SHALL BE REQUIRED FOR ANY NEW SIGNAGE.
2. THIS PERMIT IS BEING APPROVED ON THE BASIS OF PLANS SUBMITTED. ANY DEVIATIONS SHALL REQUIRE A SEPARATE APPROVAL BEFORE STARTING THAT WORK.
3. DURING ITS EXISTENCE, ALL ASPECTS OF THE HOME OCCUPATIONS CRITERIA, SECTION 14-410, SHALL BE MAINTAINED.

Building

This is a Change of Use ONLY permit. It does NOT authorize any construction activities.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2012-10-5195-CH OF USE	Date Applied: 10/10/2012	CBL: 090-AA-001-001	
Location of Construction: 512 ISLAND AVE – PEAKS ISLAND	Owner Name: KEITH IVERS	Owner Address: 512 ISLAND AVENUE PEAKS ISLAND, ME 04108	Phone: 749-5700
Business Name: Peaks Island Fuel	Contractor Name: OWNER	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: HOME OCCUPANCY	Zone: IR-2 & I-B
Past Use: Single Family Dwelling (on residential side) with parking for commercial trucks (on business side)	Proposed Use: Change of use to a single family with a home occupation for bookkeeping/appliance repair and parking for commercial trucks	Cost of Work:	CEO District:
		Fire Dept: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: R-3 Type: SB TRC 09
Proposed Project Description: COU from SF to SF w/HO		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Brad		Zoning Approval	

<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	<p>Special Zone or Reviews</p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetlands</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>___ Maj ___ Min ___ MM</p> <p>Date: <i>OK with conditions</i> <i>10/17/12</i></p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date: _____</p>	<p>Historic Preservation</p> <p><input checked="" type="checkbox"/> Not in Dist or Landmark</p> <p><input type="checkbox"/> Does not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>S</i></p>
	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	PHONE



General Building Permit Application

IR-2
I-B
10/17/12
B

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.

2012-10-5195 - chof use

Location/Address of Construction: <u>512 Island AVE, Peaks IS</u>		
Total Square Footage of Proposed Structure/Area		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Keith Ivers</u> Address <u>512 Island AVE, P.T.</u> City, State & Zip <u>Peaks Island, ME</u>	Telephone: <u>749-5700</u>
<u>096- AA-001</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>single family dwelling & parking for Commercial Trucks</u> If vacant, what was the previous use? Proposed Specific use: <u>Single family dwelling & home occupation & parking for commercial trucks</u> Is property part of a subdivision? <u>No</u> If yes, please name _____ Project description: <u>to change the use of the single family to add a home occupation. Bookkeeper / appliance repair (generally off site)</u>		
Contractor's name: <u>owner</u>		
Address:		
City, State & Zip:		Telephone:
Who should we contact when the permit is ready: <u>Keith Ivers</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: _____ Date: _____

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

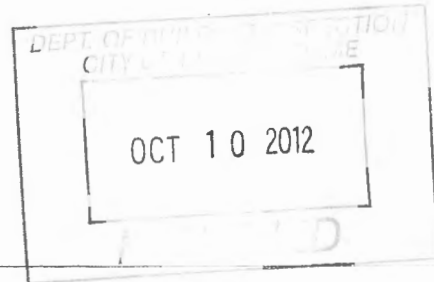
HELO MARGE,

I HOPE THIS IS DONE RIGHT, THESE THINGS
ALWAYS CONFUSE ME. LET ME KNOW, THANK YOU
AND +HOPE ALL IS WELL.

BEST REGARDS

KATH

749.5700



Home Occupation

Attached you will find the information packet for a Home Occupation which is a change of use; the packet includes the section of the Land Use Ordinance that outlines the criteria you must fall into to be considered a home occupation. Please check with the City Clerk's Office in room 205, City Hall to see if you will need a business license. For further information or to download copies of this form and other applications visit our website at www.portlandmaine.gov

When applying for the permit you will need to include the following information:

- A cover letter explaining your home occupation and how it meets the criteria, item by item (see Sample letter below).
- Dimensioned floor plans of the entire dwelling noting the specifics of your proposed home occupation.
- If you do not own the property, a letter from the owner, giving you permission to conduct the specific home occupation.
- If there are going to be any structural modifications, you will also include those drawings, which must provide specific dimensions as well as stating all materials to be used.
- A plot plan, including the shape and dimension of the lot, footprints of any structures, and the location and dimensions of parking areas and driveways.

Fees:

Change of Use for home occupation:	\$150.00.
Certificate of Occupancy	\$75.00
Structural Changes:	\$10.00 per thousand of estimated cost of work.

of use means that we are going to review this project as an additional use to the property other than just a dwelling space.

Untitled

October 8, 2012

Dear Ms. Schmuckal:

I am requesting a permit to allow me the use of my residence at 512 Island ave on Peaks Island for a home occupation. I am the owner operator of Peaks Island Fuel Inc, and am on call as a service technician around the clock for emergencies of heating equipment. My work from my home will be phone call related and paying bills and other computer related items or duties. My home also has a large basement that would be utilized for not only my personal items but work related items as well, such as parts for oil and gas burning equipment and tools as well. The following is an explanation of how my home occupation meets the criteria of an allowable home occupation permit.

- a. no goods stored in the basement will be visable from outside of the house
- b. there will be no sign
- c. no exterior alterations
- d. no customers will be coming to the residence so no additonal parking needed
- e. no employees will perform any service from the residence
- f. since no cutomers will be coming to the residence no additional traffic will be created
- g. my home occupation will occupy approximatley 212 square feet of floor area which is less then the 25% allowed. My residence is approximatly 1600 total square feet. $(25\% = 400 \text{ sq ft})$
- h. storage of the materail necessary to perform my occupation are minimal and included in the 212 feet of floor space mentioned above.

My home occupation would be a minor secondary use of my residence. Its use as a home occupation would have no impact on the residential character of the neighborhood.

I've attached a floor plan showing the whole house and highlighted the area I wish to use for my home occupation. Thank you for your assistance in this matter.

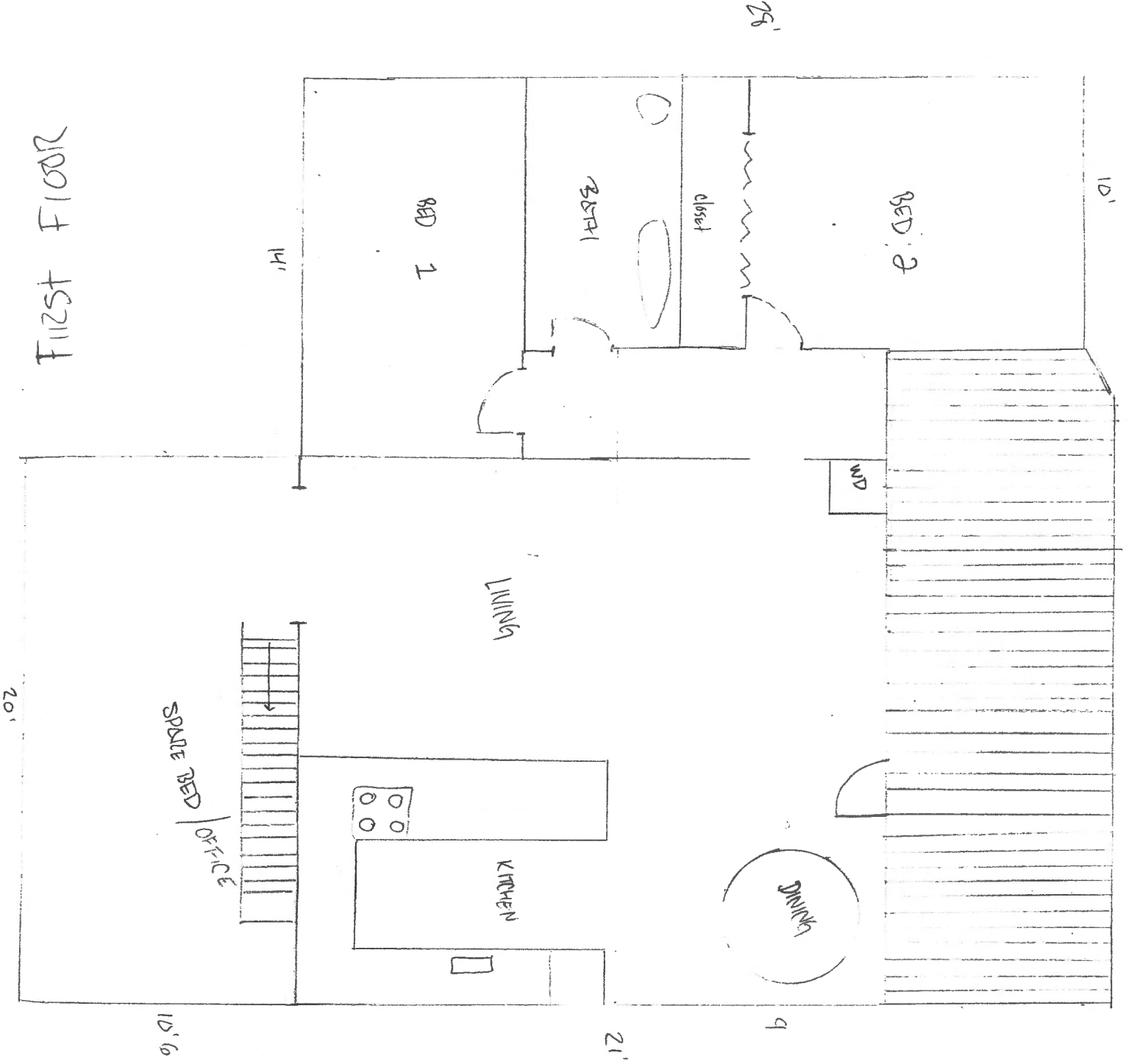
Best regards,

Keith Ivers



OCT 10 2012

FIRST FLOOR



OCT 10 2012



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Receipts Details:

Tender Information: Check , Check Number: 12949
Tender Amount: 75.00

Receipt Header:

Cashier Id: bsaucier
Receipt Date: 10/17/2012
Receipt Number: 49324

Receipt Details:

Referance ID:	8397	Fee Type:	BP-C of O
Receipt Number:	0	Payment Date:	
Transaction Amount:	75.00	Charge Amount:	75.00
Job ID: Job ID: 2012-10-5195-CH OF USE - COU from SF to SF w/HO			
Additional Comments: 512 Island Ave			

Thank You for your Payment!



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Receipts Details:

Tender Information: Check , Check Number: 12947
Tender Amount: 150.00

Receipt Header:

Cashier Id: bsaucier
Receipt Date: 10/17/2012
Receipt Number: 49325

Receipt Details:

Referance ID:	8399	Fee Type:	BP-Home
Receipt Number:	0	Payment Date:	
Transaction Amount:	150.00	Charge Amount:	150.00
Job ID: Job ID: 2012-10-5195-CH OF USE - COU from SF to SF w/HO			
Additional Comments: 512 Island Ave			

Thank You for your Payment!