

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that THEODORE W SOTTERY

Located At 24 CHAMBERLAIN AVE

Job ID: 2011-05-1001-ALTR

CBL: 115- C-005-001

has permission to home occupation

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

**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

*closed*

*no has  
been sent*

## BUILDING PERMIT INSPECTION PROCEDURES

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

or email: [buildinginspections@portlandmaine.gov](mailto: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.**

### Certificate of Occupancy Inspection Required

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.



# Certificate of Occupancy



## CITY OF PORTLAND, MAINE

### Department of Planning and Urban Development

### Building Inspections Division

Location: 24 CHAMBERLAIN AVE

CBL: 115- C-005-001

Issued to: Theodore W. Sottery

Date Issued: 11-16-2011

**This is to certify** that the building, premises, or part thereof, at the above location, built-altered-changed as to use under Building Permit No. 2011-05-1001-ALTR, has had a final inspection, has been found to conform substantially to the requirements of the Building Code and the Land Use Code of the City of Portland, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

#### PORTION OF BUILDING OR PREMISES

First Floor Office  
Basement Storage

Approved:

11-16-2011

(Date)

Inspector

Notice: This certificate identifies the legal use of the building or premises, and ought to be transferred from owner to owner upon the sale of the property.

#### APPROVED OCCUPANCY

Use Group R-3, Type 5B, IRC 2009  
Home Occupation

Inspections Division Director



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life* • [www.portlandmaine.gov](http://www.portlandmaine.gov)

Director of Planning and Urban Development  
Penny St. Louis

Job ID: 2011-05-1001-ALTR

Located At: 24 CHAMBERLAIN  
AVE

CBL: 115- C-005-001

## Conditions of Approval:

### **Zoning**

1. This permit is being approved on the basis of plans and information submitted including the letter dated June 13, 2011. Any deviations shall require a separate approval before starting that work.
2. During its existence, all aspects of the Home Occupations criteria, Section 14-410, shall be maintained.
3. With the issuance of this permit and the certificate of occupancy, this property shall remain a single family dwelling with a home occupation. Any change of use shall require a separate permit application for review and approval.
4. Separate permits shall be required for any new signage.
5. This permit is being issued with the condition that there will be no retail sales on the property

**City of Portland, Maine - Building or Use Permit Application**

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

Job No: 2011-05-1001-ALTR	Date Applied: 5/11/2011	CBL: 115 - - C - 005 - 001 - - - - -	
Location of Construction: 24 CHAMBERLAIN AVE	Owner Name: THEODORE W SOTTERY	Owner Address: 24 CHAMBERLAIN AVE PORTLAND, ME 04101	Phone: 207-773-2772
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG - Building	Zone: R-5
Past Use: Single family home	Proposed Use: Single family home w/ home occupation (sales person/consultant)	Cost of Work:	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: R-3 Type: SB JRC 09 Signature:
Proposed Project Description: 24 Chamberlain Ave – home occupation		Pedestrian Activities District (P.A.D.)	
Permit Taken By:	<b>Zoning Approval</b>		

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <i>no scrub</i> <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 w/ condition</i> <i>6/20/11 ABM</i>	<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:	<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: <i>ABM</i>

**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	PHON



# 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>24 Chamberlain Ave.</u>		
Total Square Footage of Proposed Structure/Area	Square Footage of Lot	Number of Stories
Tax Assessor's Chart, Block & Lot Chart# <u>115</u> Block# <u>1005</u> Lot#	Applicant * <b>must be owner, Lessee or Buyer</b> * Name <u>Theodore Saffery</u> Address <u>24 Chamberlain Ave</u> City, State & Zip <u>Portland, ME 04107</u>	Telephone: <u>773-2772</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name <u>Same</u> Address City, State & Zip	Cost Of Work: \$ _____ C of O Fee: \$ _____ Total Fee: \$ _____
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? _____ Proposed Specific use: <u>add a home occupation</u> Is property part of a subdivision? <u>no</u> If yes, please name _____ Project description: <u>add a home occupation</u>		
<b>RECEIVED</b> <u>May 5 2011</u>		
Contractor's name: <u>N/A</u>		
Address: _____		
City, State & Zip _____		
<b>Dept. of Building Inspections</b> <b>City of Portland Maine</b>		
Who should we contact when the permit is ready: <u>Theodore Saffery</u>		Telephone: <u>773-2772</u>
Mailing address: <u>same as above</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](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: T. W. Saffery Date: 5/5/11

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

June 13, 2011

TO: ANN MACHADO  
CITY OF PORTLAND

FROM: THEODORE SOTTERY *T.W. Sottery*

SUBJECT: LICENSE FOR HOME OCCUPATION

*Since the home business regulations do not allow retail sales in the residence, I will discontinue such sales. These sales were so infrequent, i.e. only a couple per year, that I am willing to eliminate them if this will permit my home business license to:*

- 1. Do business with other federal firearms dealers.*
- 2. Offer advice on firearms issues.*
- 3. Sell by mail order, firearms auctions and sales as allowed by federal laws.*

*Please let me know if I can be granted a home business license based on the above specifications.*

RECEIVED

JUN 20 2011

Dept. of Building Inspections  
City of Portland Maine

Ms. Marge Schmuckal, Zoning Administrator  
Department of Planning and Urban Development, City of Portland  
389 Congress Street, Portland, Maine 04101

February 21, 2011

Dear Ms. Schmuckal:

I am requesting a permit to allow me the use of my residence at 24 Chamberlain Ave. for a home occupation. [Lot size 0.107 acre, 52' x 90' = 4,680 ft<sup>2</sup>. Residence: 1,948 ft<sup>2</sup>] I have a FEDERAL FIREARMS LICENSE (FFL) issued by BATF. The most significant factor of my occupation is its non impact on the residential nature of the area. My business is primarily with other dealers, conducted by phone, on line and mail order. I also offer information and advice on firearms issues. My yearly sales do not exceed six (6) and are usually less (3 for 2010). Since I now own only one car, there is always available parking in my driveway for an occasional business visitor. In spite of the very low level of my activity I maintain an FFL to comply with federal laws involving firearms transfers.

25% of 1948 =  
487 ft<sup>2</sup>.

- a. My home occupation will occupy approximately 50 square feet of the ground floor [~6% of the 812 ft<sup>2</sup> of that floor, and ~2.5% of the total 1,948 ft<sup>2</sup> floor area of my residence].  
Storage of inventory occupies 48 ft<sup>2</sup> of the basement [see c. below].
- b. No goods will be stored displayed or be visible from outside the residence.
- c. Storage of inventory will be in locked steel firearms safes occupying 48 square square feet of the 812 ft<sup>2</sup> of the total basement area.
- d. There will be no external signage related to my home occupation.
- e. No external alterations to the residence are necessary.
- f. Since I will be meeting no more than than one or two visitors at a time, arriving in a single car, my driveway provides necessary parking area.
- g. No objectionable effects will result from my home occupation.
- h. I will not require the services of any employees.
- i. Since I will be meeting business visitors less than once per month, no significant traffic increase will be generated by my home occupation.
- j. No vehicles even nearing a gross vehicle weight of 6000 pounds are necessary for my home occupation.

48 + 50 =  
98 ft<sup>2</sup> total

As is evident from the above statements, my home occupation is a secondary and incidental use of my residence. The external activity level and impact is negligible and in keeping with the residential character of the neighborhood.

Attached you will find a copies of the floor plans showing my entire dwelling and areas of the home occupation space. **Drawing I = house lot II = ground floor III = basement**  
I am the sole owner of the building.

Although this basic letter was composed more than a month ago, the determination of measurements and preparation of drawings required a considerable expenditure of time and effort. My 84th birthday was 2/8/2011 and my Parkinson's Disease makes physical activities slow and time consuming and handwriting illegible! (I had to add computer generated labels to my drawings I, II and III.)

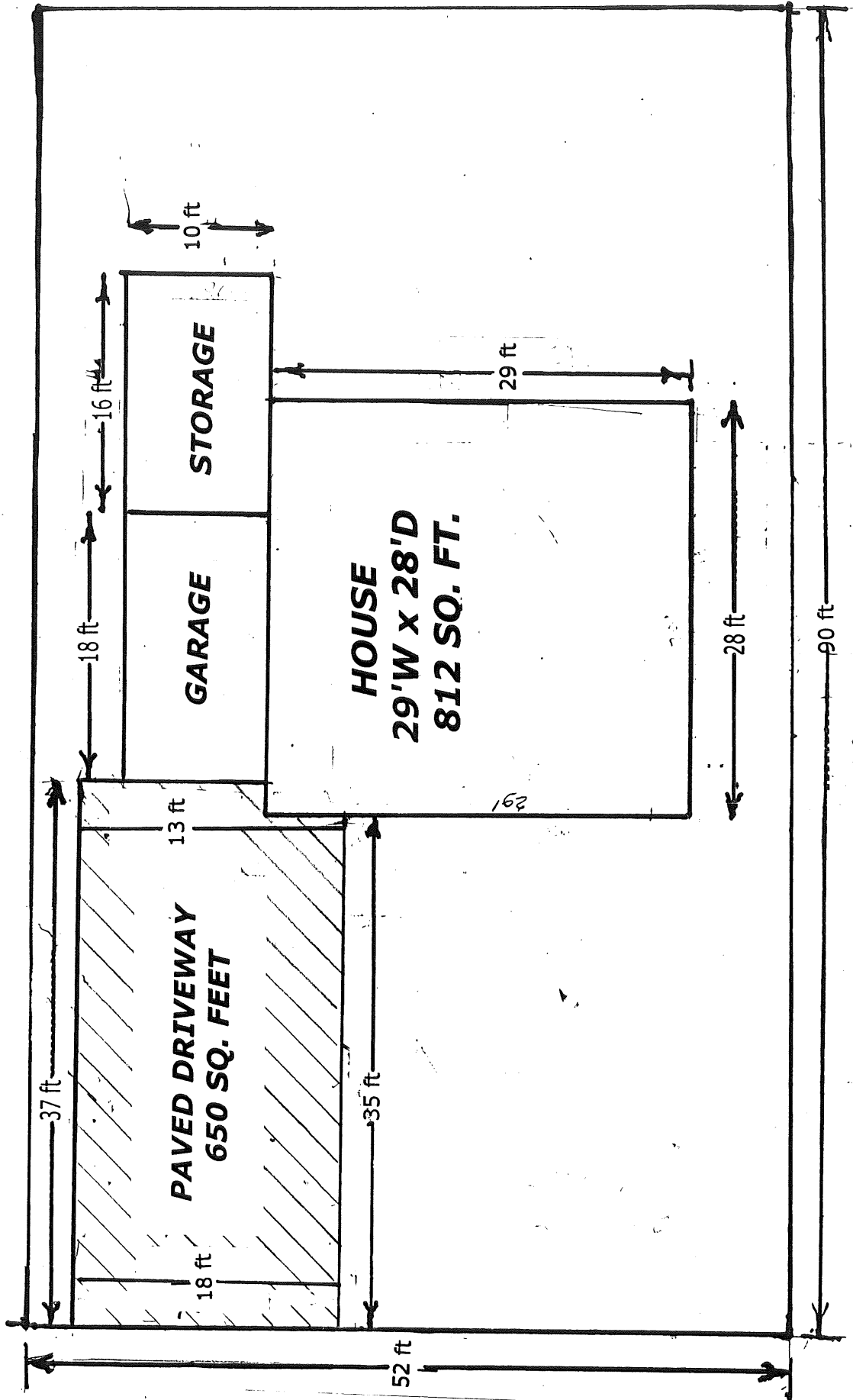
Thank you for your assistance in this matter.

**Theodore W. Sottery**



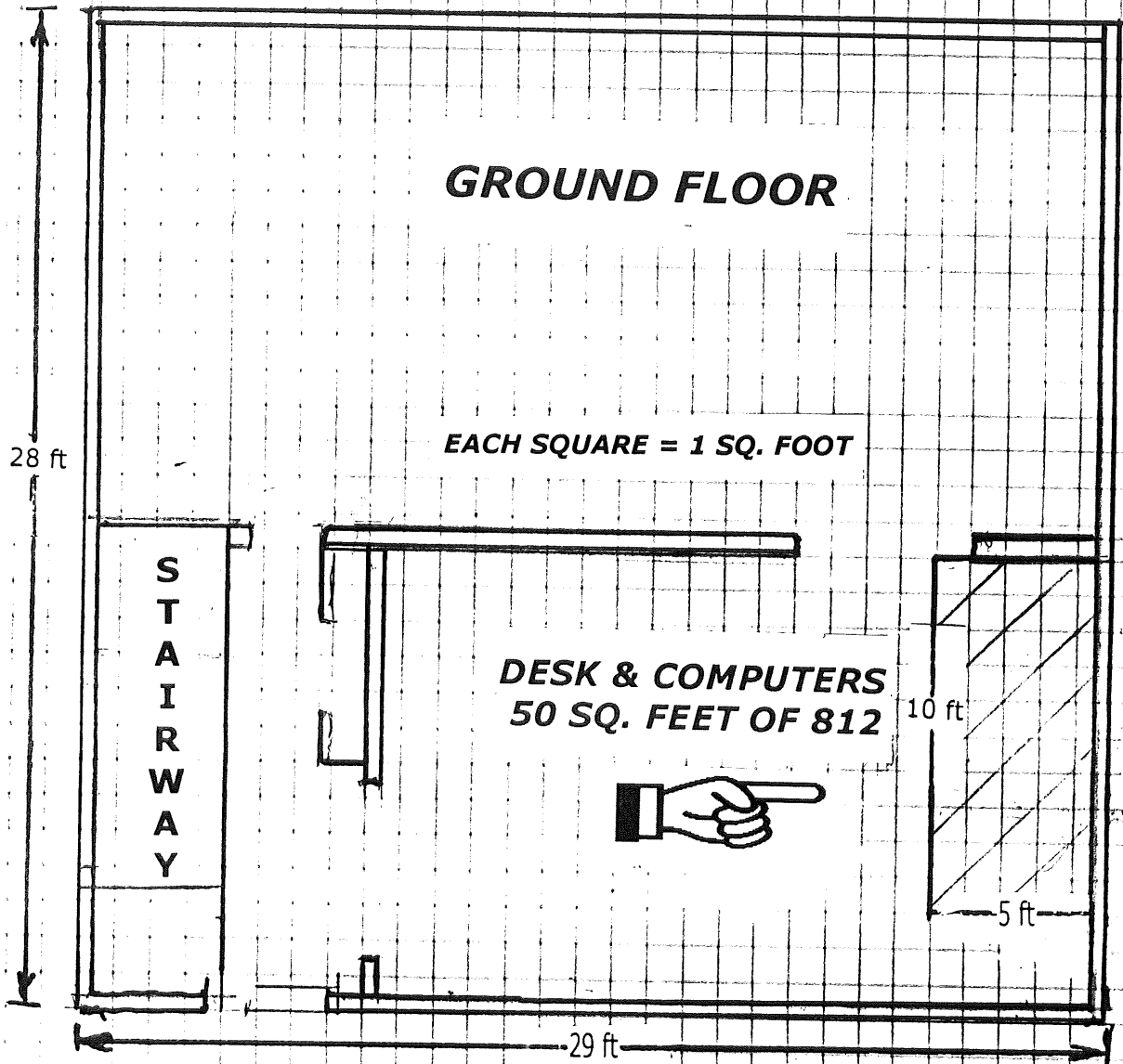
**I**

**AREA OF LOT  
4,680 SQ. FT.  
~0.107 AC.**



**S T R E E T**

**II**

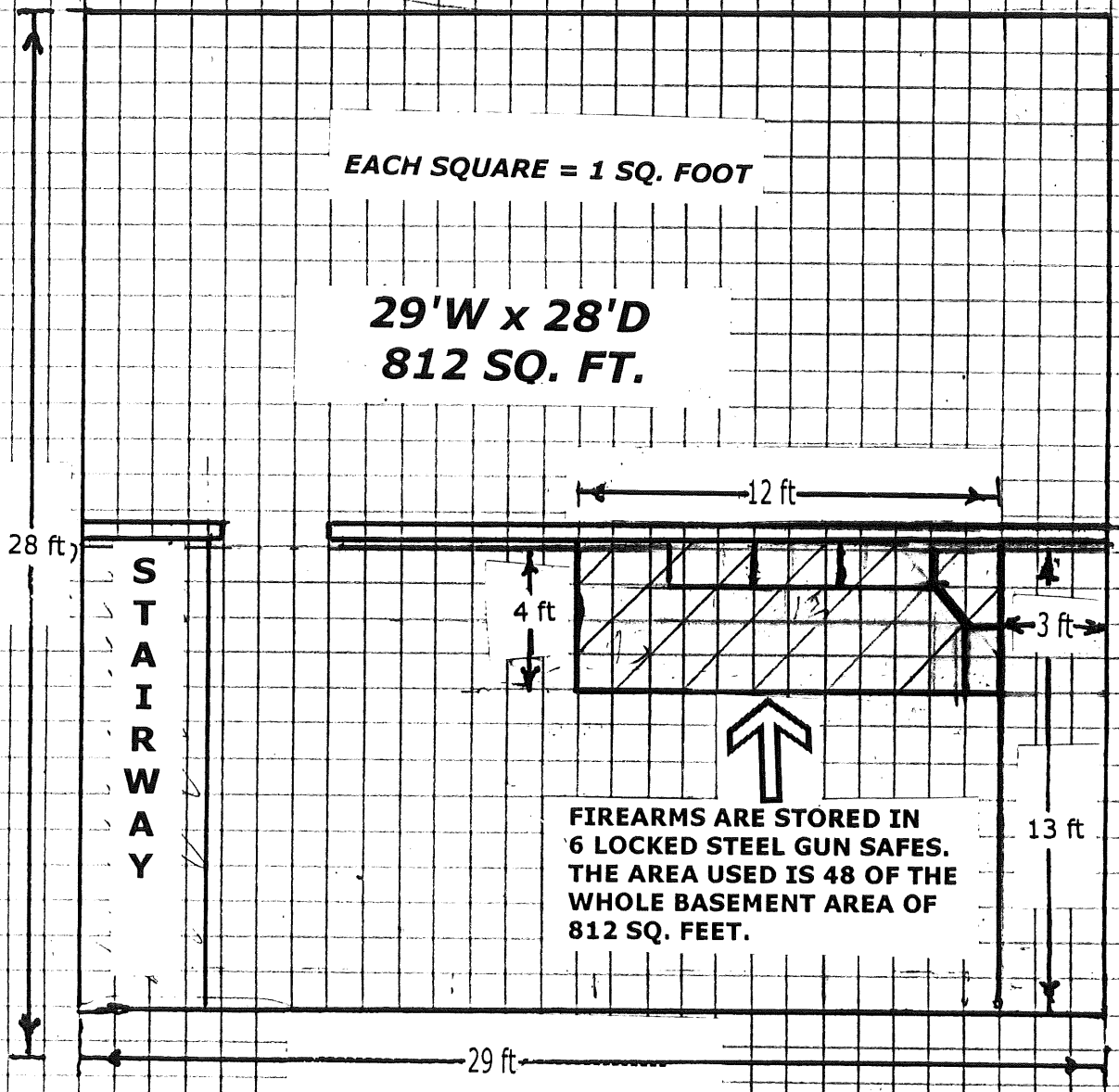


III

# BASEMENT

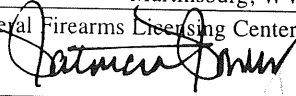
EACH SQUARE = 1 SQ. FOOT

29'W x 28'D  
812 SQ. FT.



# Federal Firearms License (18 U.S.C. Chapter 44)

In accordance with the provisions of Title I, Gun Control Act of 1968, and the regulations issued thereunder (27 CFR Part 478), you are licensed to engage in the business specified in this license, within the limitations of Chapter 44, Title 18, United States Code, and the regulations issued thereunder, until the expiration date shown. See "WARNINGS" and "NOTICES" on reverse.

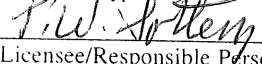
Direct ATF Correspondence To	ATF - Chief, FFLC 244 Needy Road Martinsburg, WV 25405-9431	License Number	<b>6-01-005-01-3J-00793</b>
Chief, Federal Firearms Licensing Center (FFLC)		Expiration Date	<b>September 1, 2013</b>

Name  
**SOTTERYS SHOOTERS SUP**

Premises Address (Changes? Notify the FFLC at least 30 days before the move.)  
**24 CHAMBERLAIN AVE  
PORTLAND, ME 04101-0000**

Type of License  
**01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES**

**Purchasing Certification Statement**  
The licensee named above shall use a copy of this license to assist a transferor of firearms to verify the identity and the licensed status of the licensee as provided by 27 CFR Part 478. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Firearms Licensee (FFL) or a responsible person of the FFL. I certify that this is a true copy of a license issued to the licensee named above to engage in the business specified above under "Type of License."

  
\_\_\_\_\_  
Licensee/Responsible Person Signature  
**T. W. SOTTERY**  
Printed Name

\_\_\_\_\_  
Position/Title  
**9/5/2011**  
Date

**Mailing Address (Changes? Notify the FFLC of any changes.)**  
**SOTTERY, THEODORE WALTER  
SOTTERYS SHOOTERS SUP  
24 CHAMBERLAIN AVE  
PORTLAND, ME 04101-0000**

*For Info City of Portland*

Previous Edition is Obsolete

SOTTERY, THEODORE WALTER; 24 CHAMBERLAIN AVE; 04101-0000; 6-01-005-01-3J-00793; September 1, 2013; 01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES

ATF Form 8 (5310.11)  
Revised September 2008

### Federal Firearms License (FFL) Customer Service Information

Federal Firearms Licensing Center (FFLC)  
244 Needy Road  
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (866) 662-2750  
Toll-free Fax Number: (866) 257-2749  
E-mail: NLC@atf.gov

ATF Homepage: [www.atf.gov](http://www.atf.gov)  
FFL eZ Check: [www.atfonline.gov/fflezcheck](http://www.atfonline.gov/fflezcheck)

**Change of Address (27 CFR 478.52).** Licensees may during the term of their current license remove their business or activity to a new location at which they intend regularly to carry on such business or activity by filing an Application for an Amended Federal Firearms License, ATF Form 5300.38, in duplicate, not less than 30 days prior to such removal with the Chief, Federal Firearms Licensing Center. The application must be executed under the penalties of perjury and penalties imposed by 18 U.S.C 924. The application shall be accompanied by the licensee's original license. The license will be valid for the remainder of the term of the original license. (The Chief, FFLC, shall, if the applicant is not qualified, refer the application for amended license to the Director of Industry Operations for denial in accordance with § 478.71.)

**Right of Succession (27 CFR 478.56).** (a) Certain persons other than the licensee may secure the right to carry on the same firearms or ammunition business at the same address shown on, and for the remainder of the term of, a current license. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business shall furnish the license for that business for endorsement of such succession to the Chief, FFLC, within 30 days from the date on which the successor begins to carry on the business.

(Continued on reverse side)

Cut Here ✂

<b>Federal Firearms License (FFL) Information Card</b>	
License Name:	<b>SOTTERY, THEODORE WALTER</b>
Business Name:	<b>SOTTERYS SHOOTERS SUP</b>
License Number:	<b>6-01-005-01-3J-00793</b>
License Type:	<b>01-DEALER IN FIREARMS OTHER THAN DESTRUCTIVE DEVICES</b>
Expiration:	<b>September 1, 2013</b>
Please Note: Not Valid for the Sale or Other Disposition of Firearms.	

<p><b>FFL Newsletter - Electronic Version Available</b> Sign-Up Today!</p> <p>FFLs interested in receiving the electronic version of the FFL Newsletter, along with occasional additional information, should submit name, FFL number, and e-mail address to: <a href="mailto:FFLNewsletter@atf.gov">FFLNewsletter@atf.gov</a>.</p> <p>The electronic FFL Newsletter will enable ATF to communicate information to licensees on a periodic basis.</p>
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