Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 01/05/16

ng Inspections - Re: Chaussee building permit application and change of use ions

From: Building Inspections
To: Ellen Hayes
Date: 8/27/2015 7:39 AM
Subject: Re: Chaussee building permit application and change of use questions

The reactivating of a kitchen, also reactivates a change of use; one in the same. Adding a functioning kitchen creates a new dwelling unit.

>>> Ellen Hayes <ellen.dubeplus@gmail.com> 8/26/2015 4:13 PM >>>
The home owner was in contact with someone from the code office originally to make sure that this is something she would be able to do and it was approved (nothing in writing). She is currently living in the home and would like to convert the empty upstairs room into a kitchen so she can rent it out.. We are just in charge of putting the kitchen in but we also want to cover all of our bases before moving forward.

On Wednesday, August 26, 2015, Building Inspections <buildinginspections@portlandmaine.gov> wrote:

> Now you are talking a whole new can of worms. Is the property already the correct use? Has anyone reviewed the information to make sure it is appropriate use? You can review items on line at portlandmaine.gov and/or on the attached document.
>
> >>> Ellen Hayes <ellen.dubeplus@gmail.com> 8/26/2015 3:55 PM >>>
> We are reactivating a previously existing kitchen on the second level of Sandra Chaussee's home. We are adding a header into the kitchen we would like to put in and we will be removing one wall. We are going to put into the new kitchen area code approved electric and plumbing (our plumber and electrician should have already or will be submitting those shortly). This new kitchen will be in the area where she would like to rent out which she has not previously done and why I was asking about the change of use documents.
>
> Thank you for getting back so quickly,
>
> Ellen Hayes
>
> On Wed, Aug 26, 2015 at 3:49 PM, Building Inspections <buildinginspections@portlandmaine.gov> wrote:
>
>> Ellen
>> are you taking down or building up walls and/or drywall? Are you doing electrical or plumbing work (ie; getting into the framing of the walls to re-build electric or plumbing? If not, you do not need a permit just for cabinets.
>>
>> >>> Ellen Hayes <ellen.dubeplus@gmail.com> 8/26/2015 3:43 PM >>>
>> Hello,
>>
>> My name is Ellen Hayes and I work for Dube Plus construction. We are working with Lowes to remove an existing kitchen and replace it as soon as are approved. I am attaching to this email the general building permit application and the layout of the work to be done but I am unsure of the change of use application process. The fire department requirements, certificate of design application, accessibility building code certificate and certificate of design pages within the application. I will put a call into the

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fice but I wanted to also put it into writing as well.

nank you,
Ellen Hayes