

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that CATHARINE N SCRUGGS

Located At 65 PROSPECT ST

Job ID: 2012-02-3403-ALTR

CBL: 124- F-002-001

has permission to Back porch landing entrance & enclosed porch 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

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.**

Required Inspections:

Footings/Setbacks prior to pouring concrete

Close In Elec/Plmb/Frame prior to insulate or gyp

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

Acting Director of Planning and Urban Development
Gregory Mitchell

Job ID: 2012-02-3403-ALTR

Located At: 65 PROSPECT ST

CBL: 124- F-002-001

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.
2. As discussed during the review process, the property must be clearly identified prior to pouring concrete and compliance with the required setbacks must be established. Due to the proximity of the setbacks of the proposed addition, it may be required to be located by a surveyor.
3. This property shall remain a single family dwelling. Any change of use shall require a separate permit application for review and approval.
4. All work shall meet what was approved by the Zoning Board of Appeals on 12/8/11 allowing a 37% lot coverage.

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. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2012-02-3403-ALTR	Date Applied: 2/28/2012	CBL: 124-F-002-001	
Location of Construction: 65 PROSPECT ST	Owner Name: CATHARINE N SCRUGGS & KEVIN OSTER	Owner Address: 65 PROSPECT ST PORTLAND, ME 04103	Phone: 828-0007
Business Name:	Contractor Name: SELF	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG ALTERATION	Zone: R-3
Past Use: Single Family Dwelling	Proposed Use: Same: Single Family Dwelling - on back porch, to enclose porch and to extend landing with new stairs (appeal granted 12/8/11)	Cost of Work: \$10,000.00	CEO District:
		Fire Dept: Approved Denied N/A	Inspection: Use Group: R-3 Type: SB IRC 09
		Signature:	Signature:
Proposed Project Description: Back porch landing; entrance & enclosed porch		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><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM</p> <p>Date: <i>OK with conditions</i> <i>2/28/12</i></p>	<p>Zoning Appeal</p> <p><input checked="" type="checkbox"/> Variance - lot cov.</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date: 12/8/11</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: </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 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



General Building Permit Application

Entered 2/28/12

(B)

R-3

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>65 PROSPECT ST, PORTLAND ME.</u>		
Total Square Footage of Proposed Structure/Area <u>3' x 6'</u>	Square Footage of Lot <u>4593</u>	Number of Stories <u>3</u>
Tax Assessor's Chart, Block & Lot Chart# <u>124F002</u> Block# <u>65</u> Lot# <u>65</u>	Applicant: (must be owner, lessee or buyer) Name <u>KEVIN OSTER</u> <u>CATHARINE SCRUGGS</u> Address <u>65 PROSPECT ST</u> <u>PORTLAND ME</u> City, State & Zip <u>04103</u>	Telephone: <u>207</u> <u>828 0007</u>
Lessee/DBA <u>RECEIVED</u> <u>FEB 28 2012</u> Dept. of Building Inspection	Owner: (if different from applicant) Name Address City, State & Zip	Cost of Work: <u>\$10,000</u> C of O Fee: \$ Historic Review: \$ Planning Amin.: \$ Total Fee: <u>\$ 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? _____		
Proposed Specific use: _____		
Is property part of a subdivision? <u>No</u> If yes, please name _____		
Project description: <u>BACK PORCH LANDING ENTRANCE</u> <u>AND ENCLOSED PORCH</u>		
Contractor's name: <u>OWNER</u>		Email: <u>K OSTER 2 @</u>
Address: <u>65 PROSPECT ST.</u>		<u>MAINE RR.</u>
City, State & Zip: <u>PORTLAND ME 04103</u>		Telephone: _____
Who should we contact when the permit is ready: <u>KEVIN OSTER</u>		Telephone: <u>828 0007</u> *
Mailing address: <u>65 PROSPECT ST. PORTLAND ME</u>		

30
90
120

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: [Signature] Date: 2 / 27 / 2012

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

(over for check list.)

CITY OF PORTLAND, MAINE

ZONING BOARD OF APPEALS

Philip Saucier
Sara Moppin-secretary
Matthew Morgan
Gordon Smith-chair
Mark Bower
William Getz
Elyse Segovias

December 9, 2011

Catharine Scruggs &
Kevin Oster
65 Prospect Street
Portland, ME 04103

SCANNED

RE: 65-67 Prospect Street
CBL: 124 F002
ZONE: R-3

Dear Ms. Scruggs & Mr. Oster,

At the December 8, 2011 meeting, the Zoning Board of Appeals voted 4-0 to grant your practical difficulty appeal to increase the maximum allowable lot coverage to 37% in order to build a landing. I am enclosing a copy of the Board's decision.

I am also enclosing the Certificate of Variance Approval. **The original must be recorded in the Cumberland County Registry of Deeds within 90 days of December 8, 2011, when it was signed.** Failure to record the Certificate will result in it being voided. Our office must be provided with a copy of the recorded Certificate of Variance showing the recorded book and page.

You will also find an invoice for \$256.93 for the fees that are still owed on the appeal for the cost of the legal ad, the cost of the noticing and the processing fee. Please submit your payment on receipt of the invoice.

Now that the practical difficulty variance appeal has been approved, you need to apply for a building permit to enclose the porch and build the landing and stairs. The permit will not be issued until we receive a copy of the recorded Certificate of Variance. The building permit must be issued and construction begun within six months of the date of the hearing, December 8, 2011, referenced under section 14-473(e), or the Zoning Board approval will expire. I have enclosed a building permit application and check list.

Appeals from decisions of the Board may be filed in Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

CITY OF PORTLAND, MAINE

ZONING BOARD OF APPEALS

ZONING BOARD APPEAL DECISION

To: City Clerk

From: Marge Schmuckal, Zoning Administrator

Date: December 9, 2011

RE: Action taken by the Zoning Board of Appeals on December 8, 2011.

Members Present: William Getz, Gordon Smith (chair), Mark Bower and Matthew Morgan (acting secretary)

Members Absent: Elyse Segovias, Phil Saucier and Sara Moppin

1. New Business

A. Practical Difficulty Variance Appeal:

65-67 Prospect Street, Kevin Oster & Catharine Scruggs, owners, Tax Map 124, Block F, Lot 002, R-3 Residential Zone: The applicants are proposing to enclose the existing, covered rear porch. In order to access the stairs from the porch, they are proposing to add a three foot by six foot landing. The appellants are requesting a variance to increase the amount of the maximum allowable lot coverage. The maximum allowable lot coverage is 35% [section 14-90(e)]. Presently the existing structure covers 36.6% of the lot. With the new landing the structure would cover 37% of the lot. Representing the appeal are the owners. **The Zoning Board of Appeals voted 4-0 to grant the appeal to allow the maximum lot coverage to be increased to 37% in order to build a landing.**

Enclosure:

Decisions for Agenda from December 9, 2011

One dvd

CC: Mark Rees, City Manager

Greg Mitchell, Acting Director, Planning & Urban Development

Alex Jaegerman, Planning Division

Mary Davis, Housing and Neighborhood Services Division

RECEIVED

FEB 17 2012

Dept. of Building Inspections
City of Portland, Maine



Doc#: 6280 Bk:29328 Pg: 267

CITY OF PORTLAND

CERTIFICATE OF VARIANCE APPROVAL

I, Gordon Smith, the duly appointed Chair of the Board of Appeals for the City of Portland, Cumberland County and State of Maine, hereby certify that on the 8th day of December, 2011, the following variance was granted pursuant to the provisions of 30-A M.R.S.A. Section 4353(5) and the City of Portland's Code of Ordinances.

- 1. **Current Property Owner: Catharine Scruggs & Kevin Oster**
- 2. **Property: 65 Prospect, Portland, ME CBL: 124-F-002**
Cumberland County Registry of Deeds, Book 20651 Page 235
Last recorded deed in chain of Title: 12/8/2003
- 3. **Variance and Conditions of Variance:**
To grant relief from section 14-90(e) of the Land Use Zoning Ordinance to allow a 37% lot coverage instead of the 35% maximum lot coverage required.

IN WITNESS WHEREOF, I have hereto set my hand and seal this 8th day of December, 2011

, Chair of

City of Portland Zoning Board,

Gordon Smith (Printed or Typed Name)

STATE OF MAINE
Cumberland, ss.

Then personally appeared the above-named Gordon Smith and acknowledged the above certificate to be his free act and deed in his capacity as Chairman of the Portland Board of Appeals, with his signature witnessed on December 8, 2011.

SCANNED

Received
Recorded Register of Deeds
Feb 06, 2012 01:42:05P
Cumberland County
Pamela E. Lovley

(Printed or Typed Name)

Notary Public

Margaret Schmuckal

My term expires June 28, 2012

PURSUANT TO 30-A M.R.S.A. SECTION 4353(5), THIS CERTIFICATE MUST BE RECORDED BY THE PROPERTY OWNER IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS WITHIN 90 DAYS FROM FINAL WRITTEN APPROVAL FOR THE VARIANCE TO BE VALID. FURTHERMORE, THIS VARIANCE IS SUBJECT TO THE LIMITATIONS SET FORTH IN SECTION 14-474 OF THE CITY OF PORTLAND'S CODE OF ORDINANCES.

SEAL

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874 8486

[City](#) [Home](#) [Departments](#) [City Council](#) [Services](#) [Calendar](#) [Jobs](#)

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information:

Services

Applications

Doing Business

Maps

Tax Relief

Tax Roll

Q & A

CBL 124 F002001
Land Use Type SINGLE FAMILY
Property Location 65 PROSPECT ST
Owner Information SCRUGGS CATHARINE N & KEVIN OSTER JTS
 65 PROSPECT ST
 PORTLAND ME 04103
Book and Page 20651/235
Legal Description 124-F-2
 PROSPECT ST 65-67
Acres 4593 SF
 0.105

Current Assessed Valuation:

[browse city services a-z](#)

[browse facts and links a-z](#)

TAX ACCT NO. 17650 **OWNER OF RECORD AS OF APRIL 2011**
 SCRUGGS CATHARINE N &
 KEVIN OSTER JTS
 65 PROSPECT ST
 PORTLAND ME 04103
LAND VALUE \$85,200.00
BUILDING VALUE \$205,700.00
HOMESTEAD EXEMPTION (\$10,000.00)
NET TAXABLE - REAL ESTATE \$280,900.00
TAX AMOUNT \$5,134.86



Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

Building Information:

Building 1
Year Built 1877
Style/Structure Type OLD STYLE
Stories 2
Bedrooms 4
Full Baths 1
Half Baths 1
Total Rooms 9
Attic FULL FINISH
Basement FULL
Square Feet 2180
[View Sketch](#) [View Map](#) [View Picture](#)



800x600 with Internet Explorer

Sales Information:

Sale Date	Type	Price	Book/Page
12/8/2003	LAND + BUILDING	\$0.00	20651/235
6/1/2002	LAND + BUILDING	\$309,495.00	17773/139
6/1/1997	LAND + BUILDING	\$155,000.00	13134/194
12/6/1996	LAND + BUILDING	\$84,500.00	12851/116
9/30/1996	LAND + BUILDING	\$35,500.00	12744/342

[New Search!](#)



PORTLAND MAINE

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

Receipts Details:

Tender Information: Check , Check Number: 847

Tender Amount: 120.00

Receipt Header:

Cashier Id: bsaucier

Receipt Date: 2/28/2012

Receipt Number: 41311

Receipt Details:

Reference ID:	5402	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	120.00	Charge Amount:	120.00
Job ID: Job ID: 2012-02-3403-ALTR - Back porch landing; entrance & enclosed porch			
Additional Comments: 65 Prospect			

Thank You for your Payment!



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

February 28 2012

Received from Kevin Oster

Location of Work 65 Prospect St.

Cost of Construction \$ 10,000 Building Fee: _____

Permit Fee \$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: 120.00

Building (IL) Plumbing (I5) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

CBL: 124-F-002

Check #: _____ Total Collected \$ 120.00

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: ABU

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy