DISPLAY THIS	CARD ON PRINCIPAL FR	PERMIT ISSUED
base Read plication And Notes, If Any, Attached	PERMIT	
This is to certify that Spear Karen J &/Jay	Traunig	undra
has permission to Build code complian	t stairs t tic to increase store, modify	of trusses
AT 0 Clairmont Ct		125 J009D01
provided that the person or per of the provisions of the Statute the construction, maintenance this department.	es of I ine and of the same and u of buildings and start	oting this permit shall comply with all ces of the City of Portland regulating tures, and of the application on file in
Apply to Public Works for street line and grade if nature of work requires such information.	N fication inspection must g h and w in permision procu b re this L ding or thereo la ed or d tosed-in. H IR NOTICE IS REQUIRED.	A certificate of occupancy must be procured by owner before this build- ing or part thereof is occupied.
OTHER REQUIRED APPROVALS		
Fire Dept		
Appeal Board Other Department Name		Leany Boute 2/19/04 Director - Building & Inspection Services
	PENALTY FOR REMOVING THIS	CARD

City of Portland, Ma	ine - Building or Use l	Permit Application	n Permit No:	PERMIT ISS Issue Date:	CBL:	
	101 Tel: (207) 874-8703		0.1 0.000	FEB 1 9 20	125 J009D01	
Location of Construction:	Owner Name:		Owner Address:		Phone:	
0 Clairmont Ct	Spear Karen J	&	D1 Clairmont Ct	OTY OF PORT	LAND 41-1614	
Business Name:	Contractor Name	:	Contractor Address	and the second sec	Paone	
	Jay Traunig		27 Stone Drive (	Cape Elizabeth	2076253318	
Lessee/Buyer's Name	Phone:		Permit Type: Alterations - Mo	ulti Family	Zone:	
Past Use:	Proposed Use:		Permit Fee:	Cost of Work:	CEO District:	
Condominium	Condominium	w/alterations to attic	\$174.00 \$16,500.00 3		3	
				Approved	ECTION: Broup Type 2 53 Rac A 1999	
Proposed Project Description:					pour	
Build code compliant star	irs to attic to increase storage	e, modify roof trusses	Signature. Signa		ure: JMB 2/19/04	
				TIVITIES DISTRICT	VITIES DISTRICT (P.A.D)	
			Асцол: 🗌 Аррго	oved Approved	w/Conditions 📋 Denied	
			Signature:		Date <sup>.</sup>	
Pernut Taken By:	Date Applied For:		Zonin	g Approval		
jmb	02/02/2004					
1. This permit applicati	on does not preclude the	Special Zone or Revi	ews Zor	ing Appeal	Historic Preservation	
Applicant(s) from me Federal Rules.	eeting applicable State and	Shoreland	Varian	ce	Not in District or Landmar	
<ol> <li>Building permits do not include plumbing, septic or electrical work.</li> </ol>		Wetland Wetland	War Discel	lancous	Does Not Require Review	
<ol> <li>Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work</li> </ol>		Flood Zone PLF	Condit	ional Use	Requires Review	
		Subdivision	Interpr	etation	Approved	
		Site Plan	Аррго	ved	Approved w/Conditions	
		Maj 🗌 Minor 🗌 MM	Denied	1	Denied	
		Date AMB 2]	19/04 Date:		Dane Junk	
		0	1		0	

#### 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.

			in the second
SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE
RESPONSIBLE LENSON IN CHAROLOF WORK, THEE		DAIL	TIMAL

3/24/04 - checked electrical de Fromery-Steps were too short (9 miles) for treads - owner Says that the onerhang (1mile) was not explained (subtractors). Jexplained net tread - he will fix and I will reinspect. Jany 4/6/04- checked staris Ok Janh

City of Portland, Maine - 389 Congress Street, 04101	ç		Pernii No: 04-0090	Date Applied For: 02/02/2004	CBL: 125 J009D01
Location of Construction:	Owner Name:		Owner Address:		Phone:
0 Clairmont Ct	Spear Karen J &		D1 Clairmont Ct		( ) 541-1614
Business Name:	Contractor Name:		Contractor Address:		Phone
	Jay Traunig		27 Stone Drive Ca	27 Stone Drive Cape Elizabeth	
Lessee/Buyer's Name	Phone:		Permit Type: Alterations - Mul	ti Family	
Proposed Use:		Propo	sed Project Description	:	
Condominium w/alterations to		Buil truss		irs to attic to increas	se storage, modify roof
Dept: Zoning Stat	us: Approved	Reviewe	r: Jeanine Bourke	Approval I	Date: 02/19/2004
Note:					Ok to Issue: 🔽
<ol> <li>This property shall remain and approval.</li> </ol>	a single family condominium.	Any change of	use shall require a s	eparate permit appli	cation for review
<ol> <li>This permit is being approved work.</li> </ol>	ed on the basis of plans subm	itted. Any dev	ations shall require a	a sepa <b>r</b> ate approval l	before starting that
Dept: Building Stat	us: Approved	Reviewe	r: Jeanine Bourke	Approval I	Date: 02/19/2004
Note:					Ok to Issue: 🗹
1) The use of the attic is limited	ed to storage space only.				
2) See the stamped structural	plans for the modification of t	he roof trusses.			
	ed for any electrical or plumbi				

# All Purpose 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: Cla:	rmont Court Unit D-1, 114-146. Coyl	est, Portland 04103	
Total Square Footage of Proposed Structu	ure N/A Square Footage of Lot	N/A	
Tax Assessor's Chart, Block & LotChart#Block#Lot#125J9D01	Owner: William + Karen Spe	zo7 - 541 - 1614	
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: Clairmont Court Unit D-1 Portland ME 04103	Cost Of Work: <u>\$ 16 500 -</u> Fee: \$ 174,00	
Current use: <u>Single</u> , <u>Family</u> <u>Residence</u> If the location is currently vacant, what was prior use: <u>N/A</u> Approximately how long has it been vacant: <u>N/A</u> Proposed use: <u>No Change - Still Single Family Residence</u> Project description: <u>Interior venovation</u> : <u>Construction</u> of a new hollway and staivnell and <u>Creation</u> of a semi-finished starvage attic.			
Contractor's name, address & telephone: Who should we contact when the permit is ready: <u>Jay 5. Traunig</u> Malling address: 2.7 Stone Drive Cape El.zabeth ME 04107 We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting ony work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: 207 - 799 - 3141 207 - 663 - 7123			

#### IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APROVE THIS PERMIT.

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 applicoble 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 of applicant:	11 Min Chim	Date: February 1 2004

This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4<sup>th</sup> floor of City Hall

# BUILDING PERMIT INSPECTION PROCEDURES Please call 874-8703 or 874-8693 to schedule your

# inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

TE Pre-construction Meeting: Must be scheduled with your inspection team upon receipt of this permit. JapReynolds, Development Review Coordinator at 874-8632 also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

MA Footing/Building Location Inspection:	Prior to pouring concrete	
Re-Bar Schedule Inspection:	Prior to pouring concrete	
Foundation Inspection:	Prior to placing ANY backfill	
Framing/Rough Plumbing/Electrical:	Prior to any insulating or drywalling	
Final/Certificate of Occupancy: Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 foo per inspection at this point.		

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

////- CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED

ignature of Applicant/Designee Date eane Bo Signature of Inspections Official CBL: 125- J-9 DO1 Building Permit #: 04-

22

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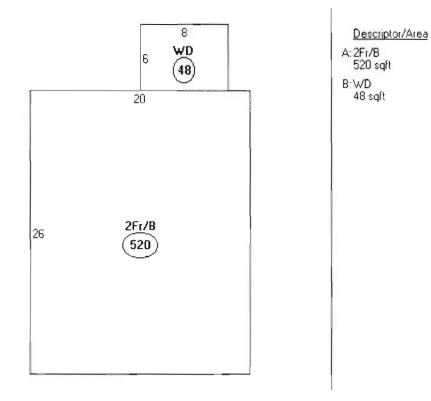
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This page contains a detailed description of the Parcel ID you selected. Press the New Search button at the bottom of the screen to submit a new query.

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	Owner Address	SPEAR KARE Dl Clairmo Portland M		2	2/19/30
	Book/Page	14870/172			
	Legal	125-J-9 A2 71 COYLE S UNIT D-1	COURT CONDO		
	Valuation	Information			
	Land \$5,720	Building \$50,170	Total \$66.890		
Property Info	rmation				
Year Built 1979	Style Condo	Story Height 2	Sq. Ft. 520	Total Acres Q	
Bedrooms S	Full Baths L	Half Baths L	Total Rooms 4	Attic None	Basement Full
Outbuildings					
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Any information		<u>k</u> here to view Tax R ayments should be di		usury office at 87	74-8490 or e-

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or emailed.

New Search!



### **BUILDING PLANS FOR CLAIRMONT COURT UNIT D-1**

## The Project

Add Stairwell and create semi-finished storage room in the attic.

#### Phase 1: Create second floor hallway and open up existing stairwell.

Plan "A" shows the existing master bedroom and current stairwell. The project is to add a new wall as per Plan "B" cutting three feet off the master bedroom to create a hallway from the existing landing to the foot of the proposed new stairwell to the attic. At the same time, in order to get more light into the existing stairwell, the current bedroom end wall will be opened up as per drawing # 1.

The new wall is to be standard  $2 \times 4$  and sheet rock construction mudded and sanded for painting. The baseboard is to match that on the existing walls. The existing bedroom door is to be placed in the new wall 6" from the interior end, adjacent to the light switch.

The new wall is to be painted HQ Antique White or equivalent and the remainder of the bedroom walls will be re-painted with the same color.

Two existing electrical outlets by the window will be eliminated and the existing cable jack will be re-located as per Plan "B." Two new outlets will be located in the new wall as per the plan, and the one nearer the outside wall will be connected to the wall light switch. The existing outlet connected to the wall switch will be retained as a standard outlet.

The modification of the existing bedroom end wall will require the cutting of two triangular openings in the wall to allow light into the stairwells. At each end of the wall the doubled up 2 x 4 supporting columns will be sheathed in red oak planed down to  $\frac{1}{2}$ ". The upper side of each opening will be similarly sheathed and will be trimmed with 2" red oak also planed to  $\frac{1}{2}$ ". The lower side of each opening will be covered with red oak of at least 1", but not more than 1  $\frac{1}{4}$ ". The top and bottom of the column will be trimmed with  $\frac{1}{2}$ " oak cove molding and the underside of the bottom board will be trimmed with  $\frac{3}{4}$ " oak cove molding. All of the oak trim will be stained with two coats of Minwax Natural Stain #209, (or equivalent,) and sealed with one coat of polyurethane. The wall is to be repainted antique white to match. (See Drawing #1.)

The existing light at the top of the stairs will be relocated to the center of the space, currently occupied by the smoke alarm.

#### Phase 2: Installation of stairwell, window, and reconstruction of roof truss system.

The new stairwell will start from the existing small bedroom closet and rise up mirroring the existing stairwell from the first to the second floor. The closet door and the cedar lining of the closet will be saved for use in a finished closet in the attic. The sides of the stairwell will be sheet rocked and prepped for painting and then painted antique white. The stair treads will be 10" red oak stained with two coats of Minwax Natural Stain #209, (or equivalent,) and sealed with at least two coats of a suitable floor sealer. The risers will be made of clear white pine stained with one coat of Minwax Puritan Pine #218, (or equivalent,) and sealed with two coats of sealer. The lower landing will be finished with red oak flooring. A hardwood handrail, either maple or oak, finished with a natural stain will be installed on the right hand wall (looking up,) and run from the first step above the lower landing to the very top of the stairs.

A light fixture matching the existing fixture at the foot of the existing stairs will be mounted in the same spot at the foot of the new stairwell. A double light switch will be installed with one switch to control each of the lights at the bottom and the top of the stairwell. A similar double switch will be installed on the new landing at the top of the stairs.

The existing truss system, (See Drawing #2,) will be modified to create a useable attic space 8 feet wide by 19 ½ feet long. A new truss system will be constructed as per Drawings prepared by Shelley Engineering

A casement window, approximately 2' by 4' will be installed in the gable end of the attic. The existing vent will be removed and replaced by a small triangular vent tucked under the top of the eves.

The truss system will be modified and strengthened according to the engineer's drawings to create a room  $19\frac{1}{2}$  feet long by 8 feet wide by  $6\frac{1}{2}$  feet high. Except at the top of the stairs where all of the existing truss work will be replaced by two 2 x 8 rafters sistered to the existing truss rafters and the ceiling height will be 7 feet, (See drawing #3.) 6 inches of fiberglass insulation will be placed between the rafters, in the gable end, in the new interior walls.

### Phase 3: Finishing the attic.

The attic space will consist of two rooms, a finished 4' x 4' foyer at the top of the stairs, and a semi-finished storage room, (See Plan "C"). The foyer will be sheet rocked, mudded, sanded and painted antique white. The Storage space will only be sheet rocked mudded and sanded.

The foyer will have a red oak floor with natural stain. At the back of the room will be a closet approximately  $2 - \frac{1}{2}$  deep. The closet floor will be oak extended from the foyer. The wall will be left as unfinished  $\frac{1}{2}$  OSB. Access will be through two, 18" 3 panel pine doors stained with two coats of Puritan Pine and one coat of polyurethane. Access to the storage room will be through a 30" 6 panel pine door also stained with Puritan Pine and finished with one coat of polyurethane. All door casings are to be painted white to match the walls.

In the storage room, the floor will be <sup>3</sup>/<sub>4</sub>" plywood left unfinished. There will be multiple closets as indicated on the plan. These will be lined with OSB. All doors in the storage attic will be louvered pine doors shortened to 6'.

Baseboard in the foyer will be 1 x 4 oak with oak cove molding stained natural with two coats of polyurethane.

Lighting in the foyer will consist of one recessed spotlight, controlled by a double switch, (as described earlier in phase 2). Storage room lighting will be two recessed spot lights controlled by a single switch next to the door. There will be no outlets in the foyer, but one outlet on each side of the storage room and one at each end as per the plan.

Heat will be provided by a three foot length of electric base board heating, removed from the kitchen, and centered under the window in the gable end.

Clairmont Court Unit D-1 Portland, ME 04103 February 2, 2004

Dear CCOA Board members;

Pursuant to the discussion at the Board Meeting on Sunday January 11, this is my formal request for approval of the structural changes that I wish to make to my unit.

As discussed, I would like to make the following modifications:

- Build a partition across the end of the master bedroom to create a hallway at the top of the stairs.
- Construct a permanent stairwell up into the attic space beginning in the small bedroom closet in the master bedroom. This stairwell would rise up above the existing stairwell.
- Modify the existing roof truss system to create an 8' x 20' storage attic.
- Install a 2' x 4' window in the gable end of the unit and adjust the venting accordingly.

I have already spoken with Colleen Kelly in C-7; since she is the only neighbor who might have any privacy concerns, and have received from her a verbal approval regarding the window.

Prior to construction, a structural engineer will review the truss modifications.

Furthermore, I hereby acknowledge that any structural problems that arise during, or subsequent to, the construction, such as leaks, etc., are solely my responsibility. In the event of a problem arising from the construction it will be up to me, or, in the event of a warranty issue, my contractor, to repair the damage at our expense.

If you have any questions, require further information, or would like to review the plans, please give me a call at 541-1914.

Sincerely yours,

William T. Spear

## D-1 Bill

#### January 11, 2004 CCOA Board Meeting at Bill Doughty's Unit E1

Present: June Dall-Morris, Bill Spear, Bill Doughty, Alice Cash, Barbara Davis, Rudina Roshi

President June Dall-Morris called the meeting to order at 7:16 PM.

Melissa Kaufman, Unit F4, has a basement leak that may be CCOA responsibility. Alice submitted an estimate from Melissa. June will pass the estimate to Lynn Greene.

Time Warner Cable needs a letter from the Board to fix the cable to the D building.

Bill D. reported that Peter Howe is interested in purchase a second unit if anyone is selling. Bill and Darlene Strube are the new tenants in Unit E2.

Unit Ç6 is being renovated with new hardwood floors. The owner's, Carl and Ann McCann will be moving in to their unit.

Rudina reported the CD has been rolled over for another 6 months.

Old Business: The Jewish Community Center has fixed the fence!

Caron & Waltz has fixed the lighting on Unit E1.

Unit B2 has a lamp out.

Estimates to add light to the corner of A6 will be more expensive because of the cable run from A1. Approximately \$700 for a double flood, \$1000 for a halogen. Light sensor not working because of the pine tree by the shed shading the sensor. Best solution is to cut back the tree during the spring clean up.

Deck lights. If lighting is not needed or not broken, don't fix it. Sometimes just the photo sensor needs cleaning.

Gutters cleaned? Bill Spear will call to ask about the gutters and ask for the proposal for year maintenance for the next two years.

It was reported that during the last heavy snowstorm, no on shoveled the stoops. This was problematic as previously reported. There is also an ongoing issue with A6 car not being moved for plowing. It if continues to be a problem the Board secretary will write a letter to the owner about the problem. Possible solution would be towing.

#### New Business

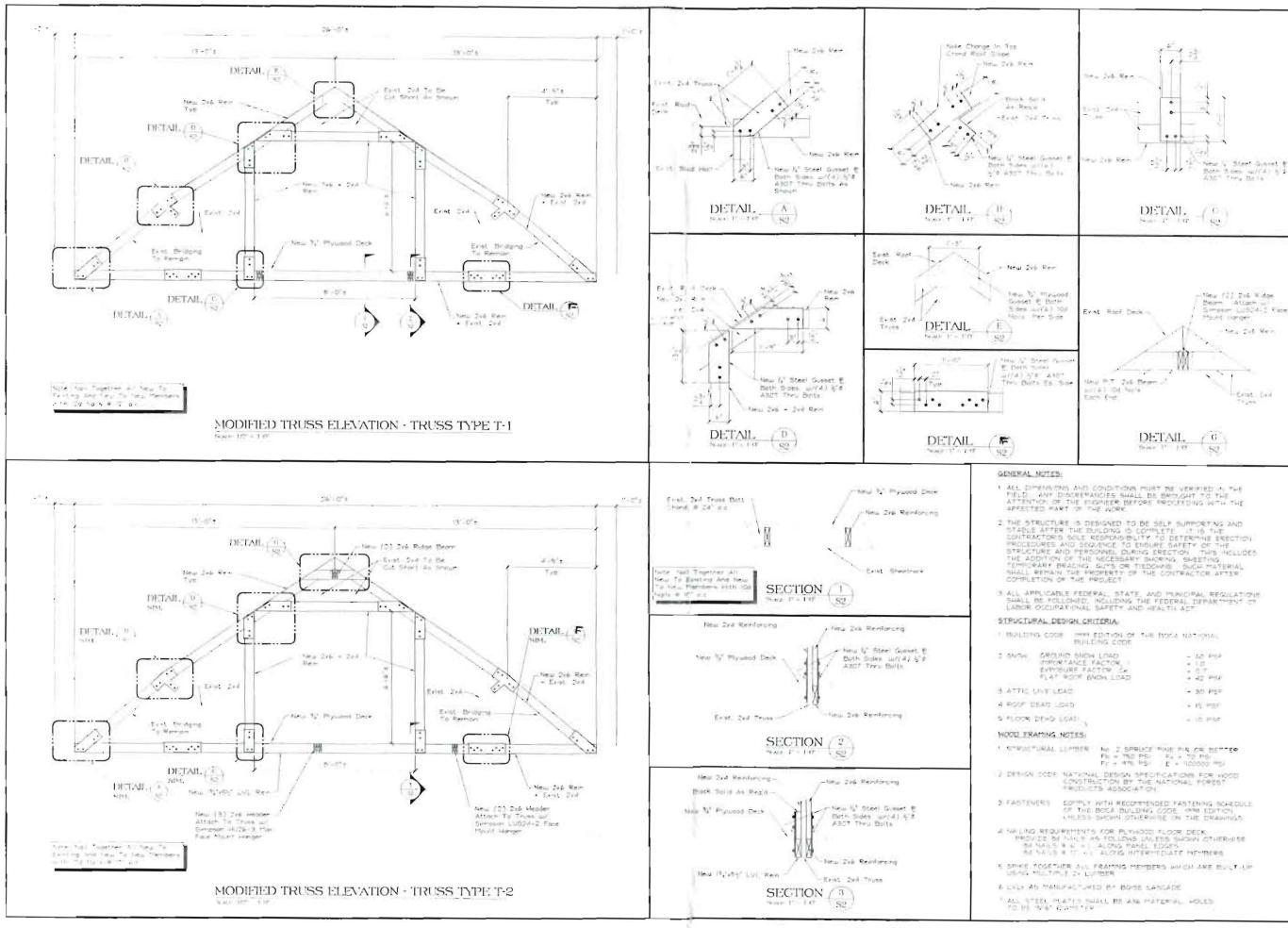
Bill Spear made a proposal to the Board for a physical change to his Unit (D1). He proposed to open the attic for storage and play-area and to add a window in the gable end under the eaves. The window would be the same type and size as the second floor windows. The Board advised Bill to write a letter to the Board requesting permission and assuming responsibility. The Board secretary will then write a letter of permission. The Board secretary will also write a letter of waiver of occupancy for Bill Spear based on the Board's permission to allow Bill's family to stay with the additional child. A motion was made to approve Bill Spear's request for expansion on a one time basis only with all the assumptions that Bill Spear is responsible for all expenses (similar to the additional deck permission granted for B1 a few years ago). The motion carried unanimously.

The poor condition of the paint of the units was discussed. The last paint job was not done as well as it might have been. The painting is not on the schedule for another 3 years. The Board discussed a mortgage loan to do the painting sooner. June will ask Lynn to get an estimate on painting all the units. Alice will look up the particulars of a special vote of the owners about the loan in the bylaws. Rudina will check on the loan.

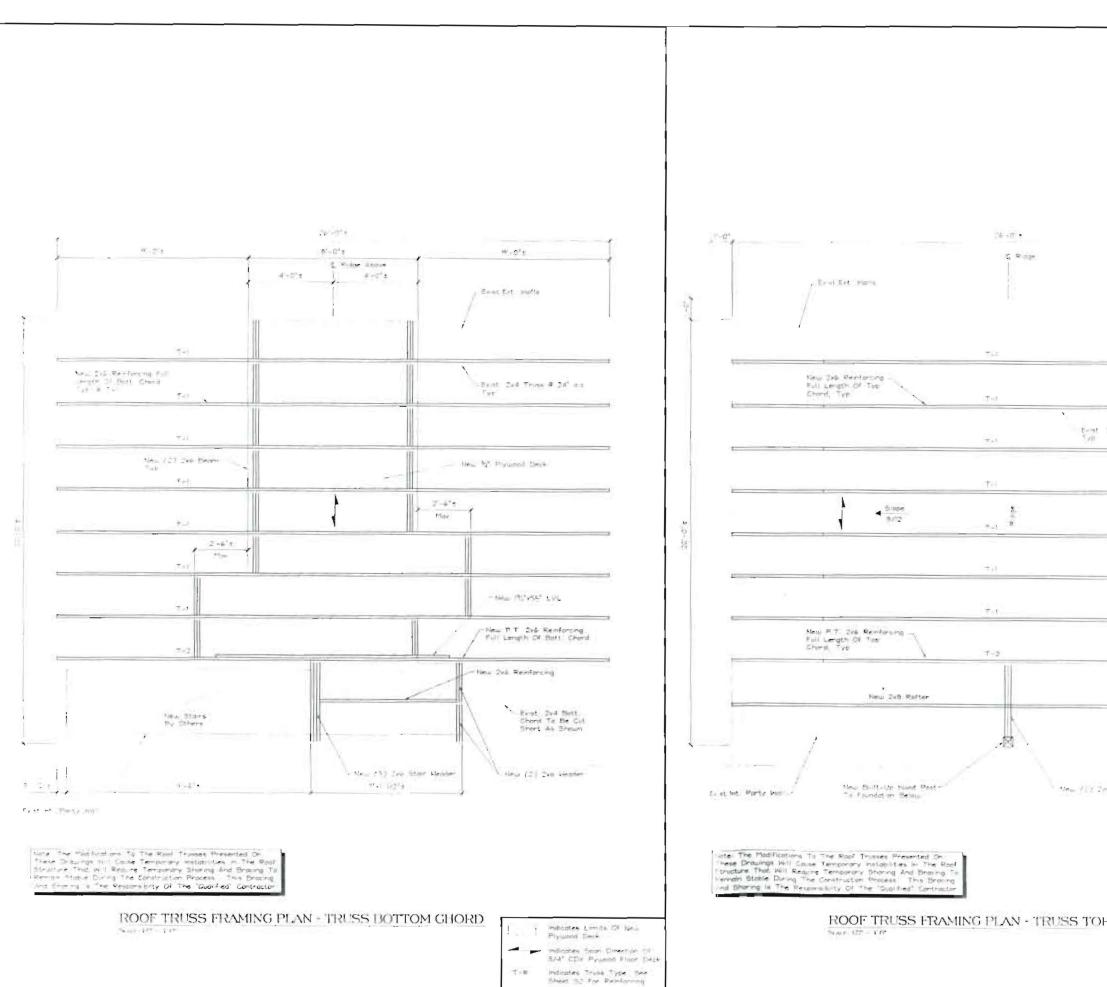
The next Board meeting will be February 8 at Alice Cash's Unit C3 at 7 PM. The Board adjourned at 8:40 PM.

Respectfully submitted.

Alice Cash, Secretary

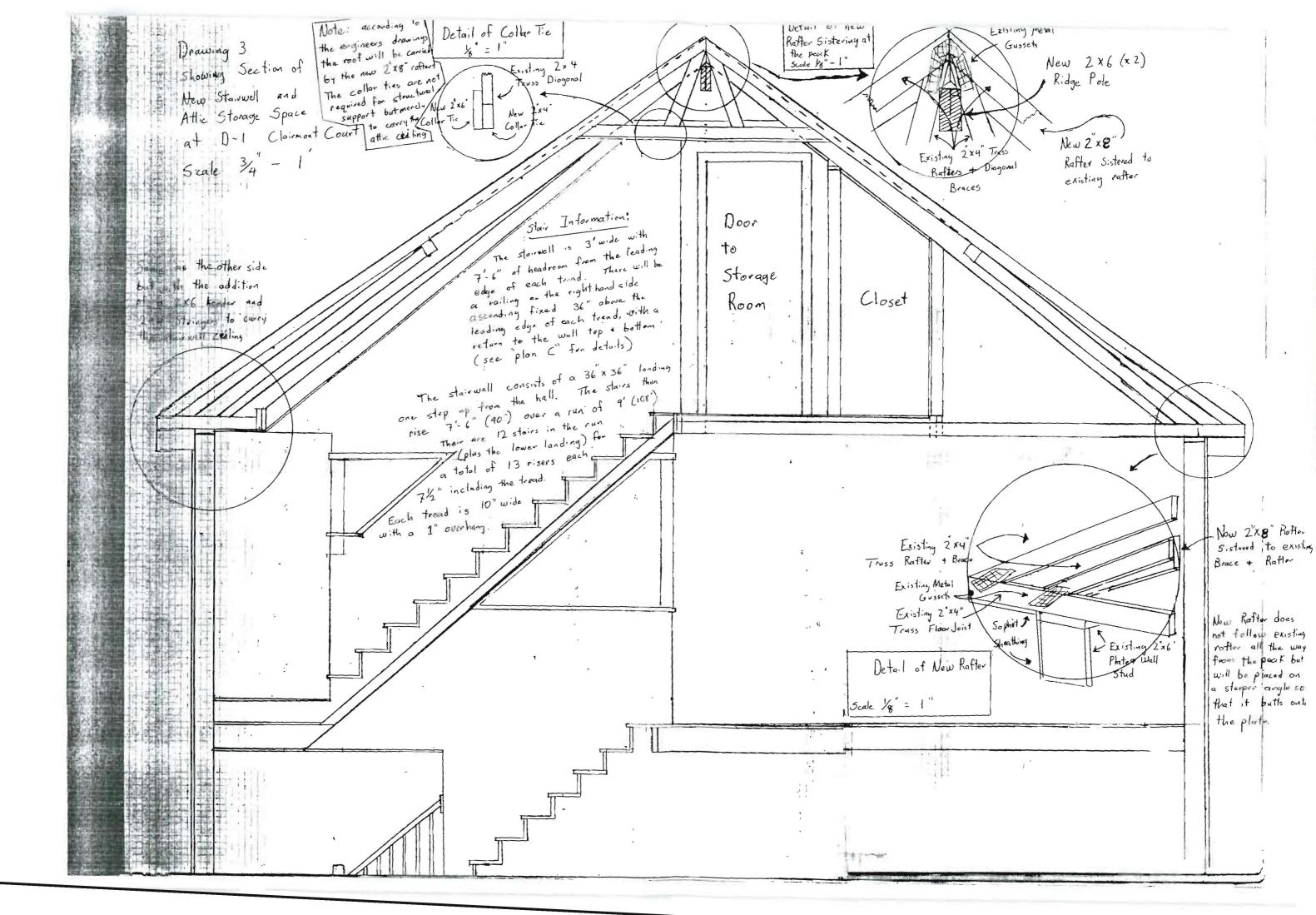


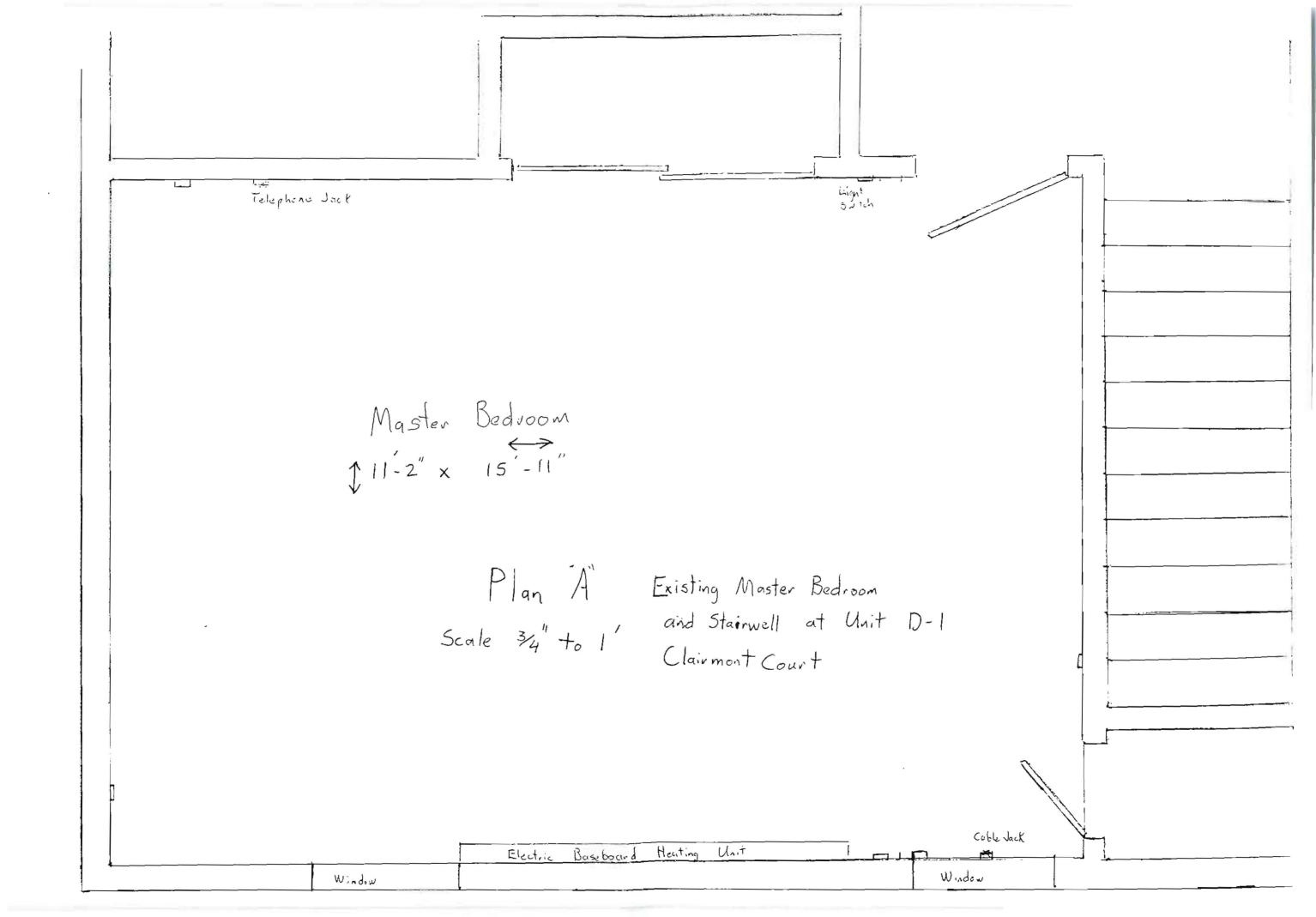


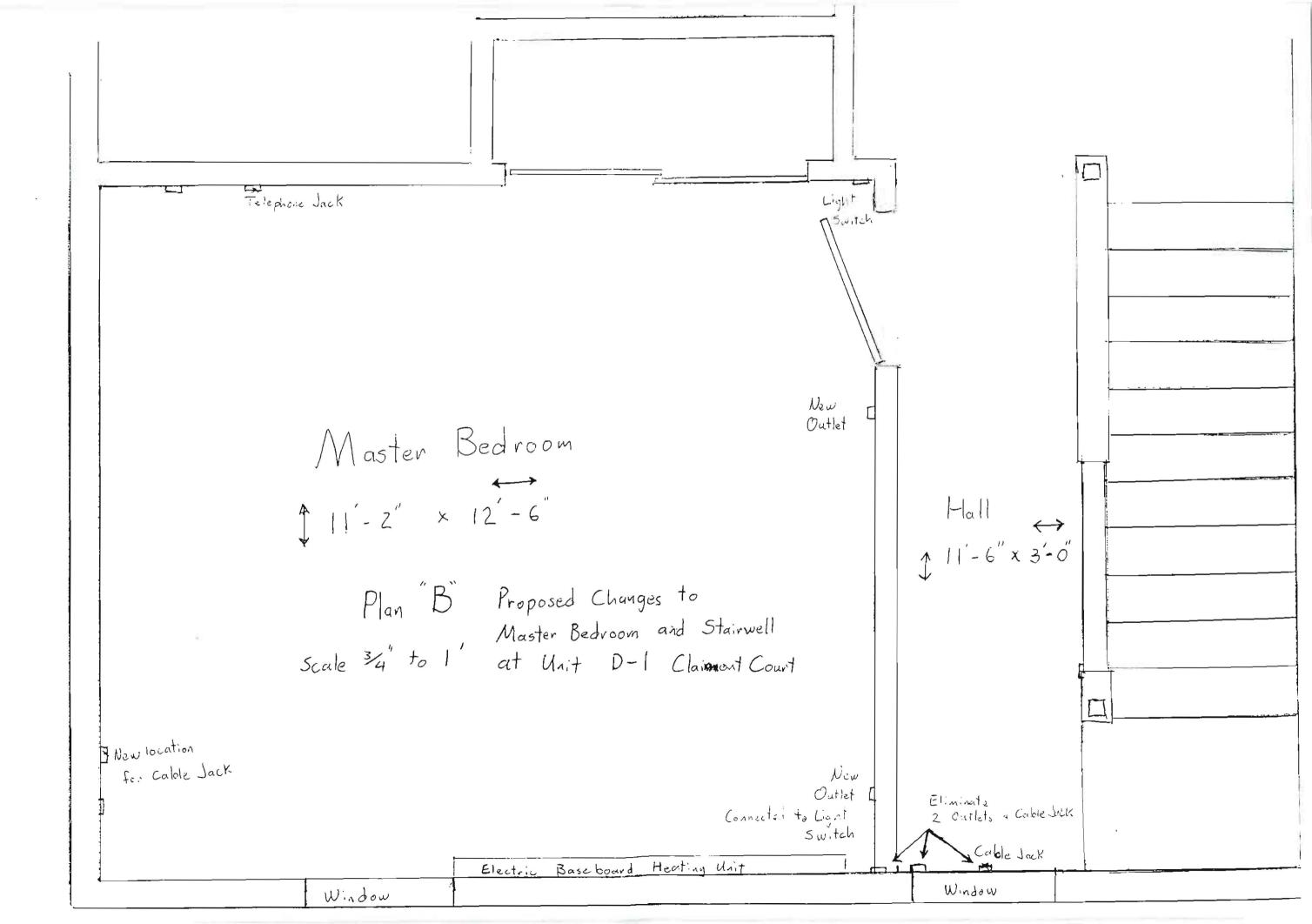


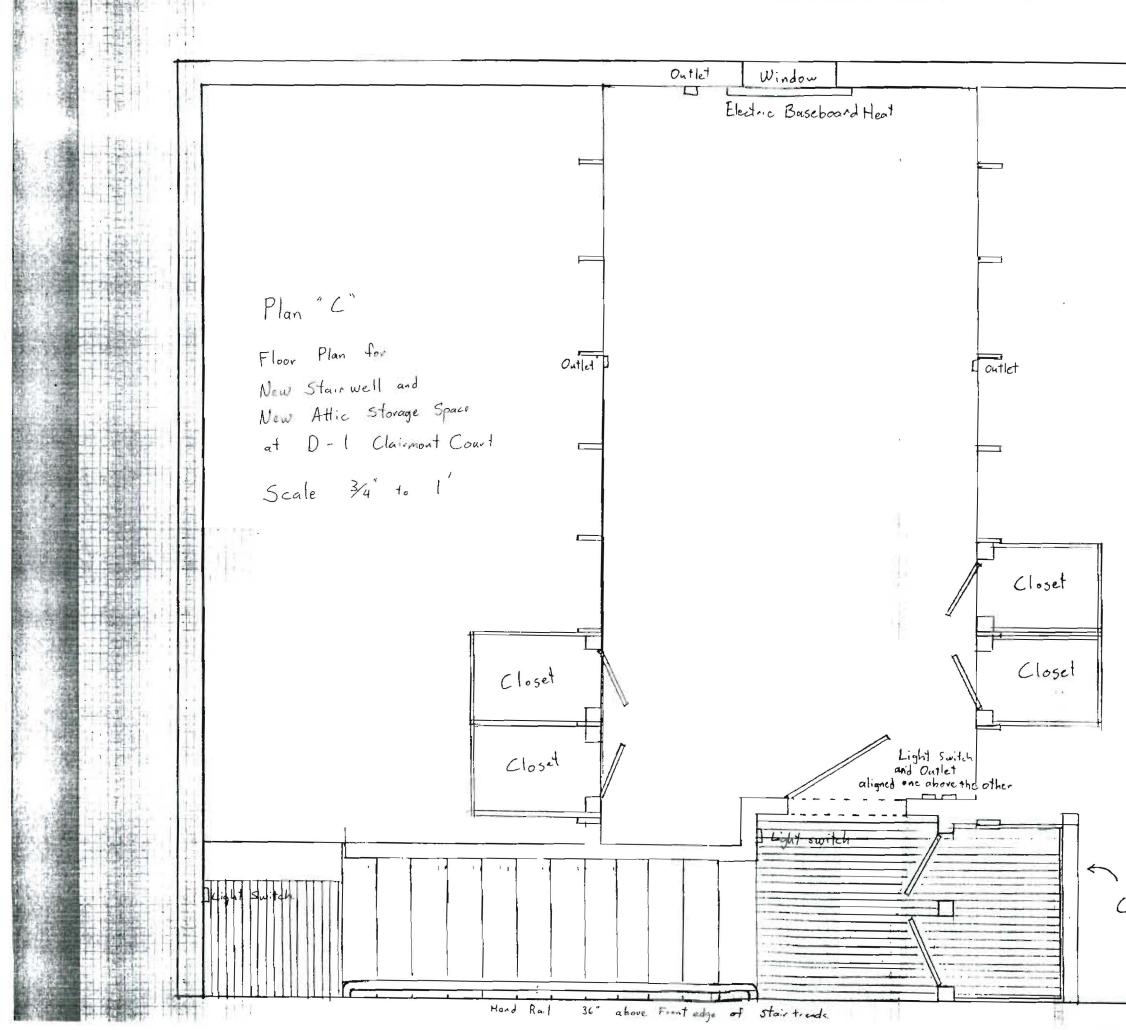
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Closet

