#### Portland, Maine



### Yes. Life's good here.

Permitting and Inspections Department Michael A. Russell, MS, Director

### One- and Two-Family Addition/Alteration Checklist

(Including shed, deck, accessory structure, pool, change of use and amendment)

41	of the structure, any new or rebuilt structures or accessory detached structures)
IA	<ul> <li>Applications for pools shall also include the following:</li> <li>A complete set of plans with structural details, dimensions and a cross section showing the slope and depth ratios (for in-ground pools)</li> <li>Design specifications from the manufacturer (for above ground pools)</li> <li>Details of required barrier protection including the design of fencing, gates, latches, ladders or audible alarms (if applicable), and showing the location and construction detail for all features. This information can often be obtained from the manufacturer.</li> </ul>
1 A	Applications for sheds for storage only and 200 square feet or less shall also include the following:  The length, width and height of the structure as described in:  A copy of the brochure from the manufacturer; or  A picture or sketch/plan of the proposed shed/structure  Applications for additions, alterations and detached accessory structures shall also include the following information per the IRC 2009 (As each project has varying degrees of complexity and scope of work for repairs, alterations and renovations, some information may not be applicable. Please check and submit only those items that are applicable to the proposed project.):
	NOTE: All plan shall be drawn to a measurable scale (e.g., 1/4 inch = 1 foot) and include dimensions.  Floor plans with dimensions - existing and proposed  Elevations with dimensions - existing and proposed  Foundation plan with footing/pier (sonotube) size and location  Cross sections with framing material (foundation anchor size/spacing, rebar, drainage, damp proofing, floors, walls, beams, ceilings, rafters etc.)  Detail new wall/floor/ceiling partitions including listed fire rated assemblies and continuity  Window and door schedules including dimensions, and fire rating  Stair details, including dimensions of rise/run, head room, guards/handrails, and baluster spacing  Insulation (R-factors) of walls, ceilings and floors and the heat loss (U-factors) of windows  Indicate location of egress windows and smoke/carbon monoxide detection  Deck construction including pier layout, framing, fastenings, guards, handrails, and stair dimensions

Separate permits are required for internal & external plumbing, electrical installations, heating, ventilating and air conditioning (HVAC) systems and appliances.

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## **General Building Permit Application**

Proposed use (e.g., single-family, retail, restaurant, etc.):  Past use, if currently vacant:  Ocommercial  Multi-Family Residential  Pool - Move Ground  Addition  Pool - Above Ground  Alteration  Anendment  Pool - Above Ground  Anendment  Retaining Wall  Shed  Replacement Windows  Badio/Telecommunications Equipment  Shed  Replacement Windows  Badio/Telecommunications Tower  Demolition - Structure  Demolition - Interior  Tank Installation/Replacement  Wind Tower  Garage - Attached  Tank Removal  Solar Energy Installation  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal  Project description/scope of work (attach additional pages if needed):  Remoral & Replacement of Enstructs, new foormal of Non-bearing wals, create pass through, New Casums, new foormal and pages if needed):  Remoral & Replacement of Enstructs, new foormal of Non-bearing wals, create pass through, New Casums, new foormal and pages if needed in the superior of the name of project, or that the work of create and the name of pages of the name of project, 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 and not not 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 number of record of the named property, or that the owner of record authorizes the proposed work and th	Project Address:	<u>47 C</u>	ODMANS	<u> </u>		
Past use, if currently vacant:    Past use, if currently vacant:   One/Two Family Residential   One/Two	Tax Assessor's CBL:		B		Cost of W	ork: \$ 22,000
Past use, if currently vacant:    Ocommercial   Multi-Family Residential   One/Two Family Residential	Proposed use (e.g., sir				KITCHEN	1/DIMING REMOVATION
Ype of work (check all that apply):						rently vacant:
New Structure	O Commercial	Ov	Multi-Family	Residenti	ial 🍾	One/Two Family Residential
Addition	Type of work (check	all that a	pply):		/	
Alteration   Pool - In Ground   Change of Use - Home Occupation   Amendment   Retaining Wall   Radio/Telecommunications Equipment   Radio/Telecommunications Equipment   Radio/Telecommunications Equipment   Radio/Telecommunications Tower   Tent/Stage	☐ New Structure	10.410.	Fence			☐ Change of Ownership - Condo Conversion
Amendment	☐ Addition		Pool - Ab	ove Grour	nd	☐ Change of Use
Shed	Alteration	Alteration				☐ Change of Use - Home Occupation
Demolition - Structure   Commercial Hood System   Tent/Stage   Demolition - Interior   Tank Installation/Replacement   Wind Tower   Solar Energy Installation   Garage - Attached   Tank Removal   Solar Energy Installation   Site Alteration   Site Alteration   Site Alteration   Project description/scope of work (attach additional pages if needed):  Removal & Replacement of enishing kildur, removal of non bearing wall, create pass through. New Cabinets, new fourny   electrical & plumbing planning Seperate    Applicant Name: Tanis Bikke Southers HE Remove Information   1883 - 3929    Address: 32 layre ld Scarbinous Me Mary   Email: thrus be southers maine periodeling in the second 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 a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the nuthority to enter all aregos Covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.  Signature: Date: 12/13/17	☐ Amendment	· · · · · · · · · · · · · · · · · · ·				☐ Radio/Telecommunications Equipment
Demolition - Interior	☐ Shed		☐ Replacen	nent Wind	lows	☐ Radio/Telecommunications Tower
Garage - Attached Tank Removal Solar Energy Installation Garage - Detatched Site Alteration  Project description/scope of work (attach additional pages if needed):  Removal & Replacement of enishing kitchen, removal of non bearing walk, create pass through. New Cabinets, new flooring electrical of plumbing perimits Seperate  Applicant Name: Tanis Beke Southers ME Remove in Phone: (207) 863 - 3929  Address: 32 layer ld Southers Me 14874 Email: through Southers maine remodeling the essee/Owner Name (if different): David Very & Lisa Ray Phone: (207) 232 - 6383  Address: 67 Codman St. Portland ME 04103 Email: divergent different different; Same as applicant Phone: (	Demolition - Stru	cture	Commer	cial Hood S	System	☐ Tent/Stage
Garage - Detatched   Site Alteration    Project description/scope of work (attach additional pages if needed):  Removal & Replacement of existing Litchen, removal of I non bearing wals, create pass through, New Cabinets, new flooring electrical of plumbing perionis Seperate  Applicant Name: Takvis Blake Southers HE Remove in 6-phone: (207) 883 - 3929  Address: 32 fayne kt Scarborwyl Me 04044   Email: thrus be southers maine remodeling in essee/Owner Name (if different): David Very & Lisa Kay   Phone: (207) 232 - 6383  Address: 67 Codman St. for Hand ME 04103   Email: diense to diverge Indians. Contactor Name (if different): Same as applicant   Phone: (100)   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phone: (100)    Contractor Name (if different): Same as applicant   Phon	Demolition - Inter	rior	■ Tank Inst	allation/R	eplacement	☐ Wind Tower
Project description/scope of work (attach additional pages if needed):  Removal & Replacement of existing kilchen, removal of I non bearing wals, create pass through. New cabinets, new flooring electrical of plumbing perimits seperate  Applicant Name: TRAVIS BLKKE Southers HE Removement Phone: (207) 883 - 3929  Address: 32 Payre Rd Scarborvy L Me Wory Email: Travs be Southern Maine remodeling these see / Owner Name (if different): David Very a Lisa Kay Phone: (207) 232 - 6383  Address: 67 Codman St. Portland ME 04103 Email: diverset h diverset h diverset his permit and 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: 12/18/17	☐ Garage - Attached	☐ Tank Removal			☐ Solar Energy Installation	
Removal & Replacement of existing kitchen, removal of I non bearing wals, create pass through. New cabinets, new flooring electrical of plumbing period is Seperate.  Applicant Name: Teavis Bikke Southers HE Removement Phone: (207) 863 - 3929  Address: 32 Payre Rd Scarbervoys Me 0454 Email: thrus be southern maine remodeling the essee/Owner Name (if different): David Very & Lisa Lay Phone: (207) 232 - 6383  Address: 67 Codman St. Portland MZ 04103 Email: diength divergent demonstration 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: 12/8/17	☐ Garage - Detatch	ed				☐ Site Alteration
Address: 32 Payre Rd Scarborough Me 04174  Email: Trans be Southern Maine remodeling to Lessee/Owner Name (if different): David Very & Lisa Ray  Phone: (207) 232 - 6383  Address: 67 Codman St. Portland ME 04103  Email: diegrath diegrath diegranhdiam. Contractor Name (if different): Same as applicant  Phone: ( )	elecho	ial q	plumbin	5 per	imis s	eperate
Lessee/Owner Name (if different): Dand Very & Lisa Kay Phone: (207) 232 - 6383  Address: 67 Codman St. Portland ME 04103 Email: dvery h dvery and daw. Co.  Contractor Name (if different): Same as applicant Phone: ( )						
Address: 67 Codman St. Por Hand ME 04103 Email: degree h drengenhelaw. Contractor Name (if different): Same as applicant Phone: Phone: ————————————————————————————————————	Address: 32 rayne k	C SCACE	Brough Me	04014		Email: 1/1005 000 >001 herr Majne Jerno actives
Address: 67 Codman St. Por Hand ME 04103 Email: degree h drengenhelaw. Contractor Name (if different): Same as applicant Phone: Phone: ————————————————————————————————————	Lessee/Owner Name	e (if differe	nt): David	erya Li	sakay	Phone: (207) 232 - 6383
Contractor Name (if different): Sawe as applicant Phone: (						
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:	Contractor Name (if	different): .	Same a	s appl	licant	Phone: ()
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Signature	been authorized by the own In addition, if a permit for v	ner to make t vork describe	this application as ed in this applicat	s his/her aut ion is issued,	thorized agent. I ag , I certify that the	gree to conform to all applicable laws of this jurisdiction. Code Official's authorized representative shall have the
	Signature:		YU			

Review of this application will not begin until the permit payment is received. This is not a permit. Work may not commence until the permit is issued.



# Permitting and Inspections Department Michael A. Russell, MS, Director

#### Electronic Signature and Fee Payment Confirmation

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

- > Electronic check or credit card: portlandmaine.gov/payyourpermit
- > Over the phone at (207) 874-8703
- > Drop off to Room 315, City Hall
- Mail to:

City of Portland
Permitting and Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. Work may not commence until permit is issued.

Applicant Signature

Date: 12/18/17

I have provided electronic copies and sent themon:

Date: 12-18-17

**NOTE:** All electronic paperwork must be delivered to <u>permitting@portlandmalne.gov</u> or with a thumb drive to the office.

If you or the property owner owes taxes or user charges on property within the City, payment arrangements must be made before a permit application is accepted.