

CITY OF PORTLAND BUILDING PERMIT

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



This is to certify that TIMM PROPERTIES LLC

Job ID: 2011-05-1058-CH OF USE

Located At 10 VANNAH AVE

CBL: 129 - - F - 004 - 001 - - - - -

has permission to Change the Use from Vacant, former preschool, to preschool / private K-3

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

City of Portland, Maine - Building or Use Permit Application

Date Applied: CBL: Job No: 5/9/2011 129 - - F - 004 - 001 - - - - -2011-05-1058-CH OF USE Location of Construction: **Owner Name:** Owner Address: Phone: TIMM PROPERTIES LLC 5 DEPOT ST STE 24 **10 VANNAH AVE** FREEPORT, ME - MAINE 04032 **Business Name:** Contractor Name: Contractor Address: Phone: **Roots Enrichment Center** Lessee/Buyer's Name: Phone: Permit Type: Zone: **CHUSE-INST - Change of Use Institutional** 329-5545 Kim Hart, 39 School St, B-2b Gorham, ME 04038 Past Use: Proposed Use: Cost of Work: **CEO** District: 1000.00 Child Care Center (1st Same: preschool & private K-Fire Dept: Inspection: floor rear) 3 school - cosmetic work only Approved w/conditions Use Group: 🔁 Denied Type: 58 N/A Signature: Signature: Proposed Project Description: Pedestrian Activities District (P.A.D.) 10 Vannah Ave Permit Taken By: Lannie **Zoning Approval Special Zone or Reviews Zoning Appeal Historic Preservation** 1. This permit application does not preclude the Shoreland Not in Dist or Landmark Applicant(s) from meeting applicable State and Variance Wetlands Federal Rules. Does not Require Review Miscellaneous 2. Building Permits do not include plumbing, Flood Zone **Requires Review** septic or electrial work. Conditional Use Subdivision 3. Building permits are void if work is not started Approved Interpretation within six (6) months of the date of issuance. _ Site Plan False informatin may invalidate a building Approved w/Conditions Approved Maj Min MM permit and stop all work. Denied Denied

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

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.

CERTIFICATION

SIGNATURE OF APPLICANT

ADDRESS

Date: 7

Date:

Date:



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

Director of Planning and Urban Development Penny St. Louis

Job ID: 2011-05-1058-CH OF USE

Located At: 10 VANNAH

CBL: <u>129 - - F - 004 - 001 - - - - -</u>

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. This property shall remain a preschool and private K-3 school with the issuance of this permit and subsequent issuance of a Certificate of Occupancy. Any change of use shall require a separate permit application for review and approval.
- 3. Separate permits are required for all new signage.

Fire

- 1. This permit is for change of use only; any construction shall require additional permits. The occupancy shall comply with City Code Chapter 10 upon inspection.
- 2. Occupancy is approved as new educational. 8 preschool, 12 school age.
- 3. Space to be used is 16 Vannah Ave, first floor only.
- 4. The space has a fire alarm system and supervised box number through P-One. It must be inspected and have an inspection sticker prior to occupancy.
- 5. Fire extinguishers are required per NFPA 10. Fire extinguishers require inspection and tags.

Building

- 1. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.
- 2. This approves a change of use only, no construction work is allowed.
- 3. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.

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.
- 1. Certificate of Occupancy 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 OCCU0PIED.



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: 1 🖉 🕔 d	annah Ave. Portland, Me
Total Square Footage of Proposed Structure/A 125059 F+	
Tax Assessor's Chart, Block & Lot	Applicant *must be owner, Lessee or Buyer* Telephone:
Chart# Block# Lot#	
100 F ()	Name ROOTS Enrichment 207 - Center 329-
129 F F	Address 20 School St
	City, State & Zip Gorham, Mre
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Cost Of
	Name Timm Properties UC Work: \$ 30
APR - 7 2011	Address IOV annah Ave Cof O Fee: \$75
Dept. of Durion of Inspections	Peity, State & Zip Portand Me Total Fee: \$ 105
City of Portland Maine	04103
Current legal use (i.e. single family)	er child care occupancy (vacant
If vacant, what was the previous use?	ocurrenty
Proposed Specific use: preschool	t private K-3 school If yes, please name
Project description:	and some for & children
we are proposing a p	rescription third state
and a private kinder	gavers the grant is a line in the
for a small group of 12	reschort space for 8 children rgaten through third grade Enildren (Cosmetic work only)
Contractor's name: 101	
Address:	
City, State & Zip	Telephone:
Who should we contact when the permit is read	dy: Kim Hart Telephone: 3295545
Mailing address: 39 SChool ST	Gorham, ME 0403P
	outlined on the applicable Checklist. Failure to
of the so will result in the	e automatic denial of your permit.
N N Office	
In order to be sure the City fully understands the	full scope of the project, the Planning and Development Department
	suance of a permit. For further information or to download copies of
	ons Division on-line at <u>www.portlandmaine.gov</u> , or stop by the Inspections
Division office, room 315 City Hall or call 874-8703.	City off ions
I hereby certify that I am the Owner of record of the n	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. Lagree to conform to all applicable
	rk described in this application is issued, I certify that the Code Official's
	iter all areas covered by this permit at any reasonable hour to enforce the
provisions of the codes applicable to this permit.	8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8
	Pri: 19
Signature: Adalt	Date: $4/5/1$
Jighature.	

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

To whom it may concern:

My name is Kimberly Hart and I am the Co-Founder and Director at the R.O.O.T.S. Enrichment Center. We currently have two locations in Gorham and in Portland, serving families with child ages 6 weeks through age 9. We are looking to expand our program and develop a Kindergarten through 3rd grade mixed age classroom. The new space that we are planning to rent (10 Vannah Ave) was formerly used as a preschool space for the organization "Roots & Fruits." We were told in order to add on the program (K-3) we would need to apply for a change of use through the city. The square footage would allow for 8 preschool age children and 12 school age children. There are also many parking spaces, some off street parking and a large play area for outside play. We are not planning any construction projects that would change the floor plan etc. Our renovations will consist of cosmetic changes including painting, puttying, etc.

Our current facility at our Portland location is almost full and the new space would allow for more spaces to be available as well as offer a unique option for private early grades. Please contact me with any questions you may have regarding the space or our plans.

Sincerely Kimberly Hart

Co-Founder, Director of Education R.O.O.T.S. Enrichment Center 76 Noyes Street, Portland 207.879.4769 39 School Street, Gorham 207.839.5483 rootsmaine@yahoo.com



10 Vannah Avenue, Portland, ME, 04103 - Available for Lease Retail For Lease

View this active lease listing or start a search to find more properties for lease.

Retail For Lease

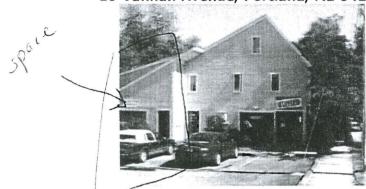
Portland, ME

e.g. Los Angeles, CA or 91016

<u>Search</u> Advanced Search

Browse More Listings in Retail For Lease, Portland, ME or Maine

Retail Property For Lease 10 Vannah Avenue 10 Vannah Avenue, Portland, ME 04103



Total Space Available: 1,250 SF Rental Rate \$12 /SF/Year Property Type: Retail Property Sub-type Free Standing Bldg Additional Sub-types: Office Building Building Size 6,000 SF Building Class B <u>Find Out More...</u>

Last Verified 3/21/2011 Listing ID 15955858 **1 Space Available** Display Rental Rate as <u>Entered</u>

First Floor

Space Available:	
1,250 SF	
Rental Rate:	
\$12 /SF/Year	
Space Type:	
Retail (Other)	
Lease Type:	
Modified Gross	

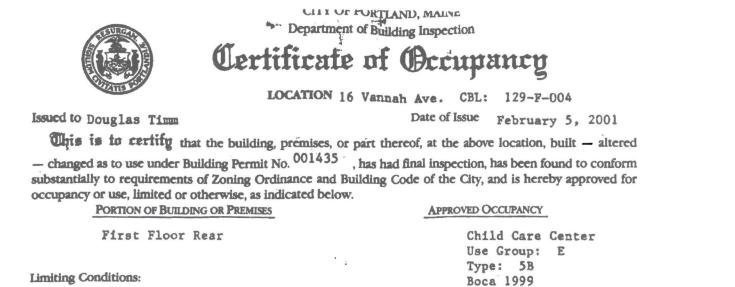
Description

We are pleased to offer 1,250+/- sf of first floor retail space for lease in this 6,000+/- SF free-standing building commercially zoned and located just off Forest Avenue in the Back Cove area of Portland

The property is easily accessed from both The Maine Turnpike and I-295.

Map of 10 Vannah Avenue, Portland, ME 04103

Hide Map



This certificate supersedes certificate issued Approved: 2/5/01 (Date) Inspector Inspector of Buildings

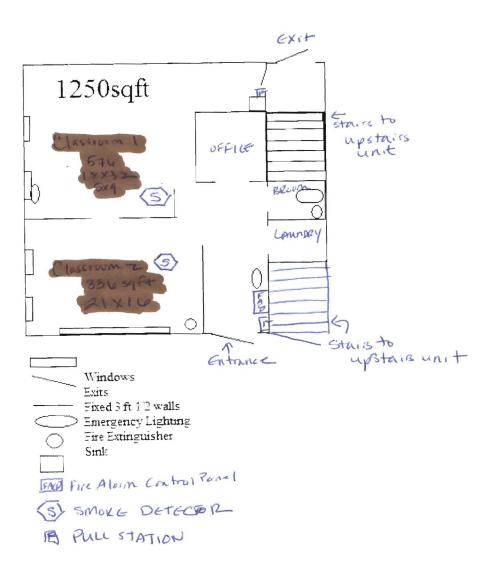
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Notice: This certificate identifies invful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lense for one dollar.

PREVIOUS

R.O.O.T.S. Enrichment Center 10 Vannah Ave, Portland, Maine 04103 Contact: Kimberly Hart 329-5545 rootsmaine@yahoo.com



10 Vannah Avenue 10 Vannah Avenue, Portland, ME 04103

Listing ID:1983046Property Type:Retail-ComRetail-Commercial Type:Mixed UseRental Rate:\$12 PSF (AMonthly Rent:\$1,250Lease Types:Modified GContiguous Space:1,250 SFTotal Available:1,250 SF

1983046 Retail-Commercial For Lease Mixed Use \$12 PSF (Annual) \$1,250 Modified Gross 1,250 SF 1,250 SF

Property Overview

We are pleased to offer 1,250+/-sf of first floor retail space for lease in this 6,000+ SF free-standing building commercially zoned and conveniently located just off Forest Avenue in the Back Cove area of Portland. The property is easily accessed from both The Maine Turnpike and I-295.

Property Details

General Information



10 Vannah Avenue Mixed Use	Building Name: Building Size (RSF).	10 Vannah Avenue 6,000 SF
1st Floor Retail	Space Description:	Retail Space
1		\$12 PSF (Annual)
	Date Available:	12/08/2010
1,250 SF	Lease Type:	Modified Gross
1,250 SF	Space Type:	Relet
Multiple Tenants	Number of Stories:	2
False		
10 Vannah Avenue Portland, MF 04103	MSA: Submarket:	Portland-South Portland-Biddeford Greater Portland
Cumberland		
	Mixed Use 1st Floor Retail 1 1,250 SF 1,250 SF 1,250 SF Multiple Tenants False 10 Vannah Avenue Portland, ME 04103	Mixed UseBuilding Size (RSF).1st Floor RetailSpace Description:1Lease Rate:1,250 SFDate Available:1,250 SFLease Type:1,250 SFSpace Type:1,250 SFSpace Type:Multiple TenantsNumber of Stories:False

Page 1

May 4, 2011 on NECPE



Property Contacts



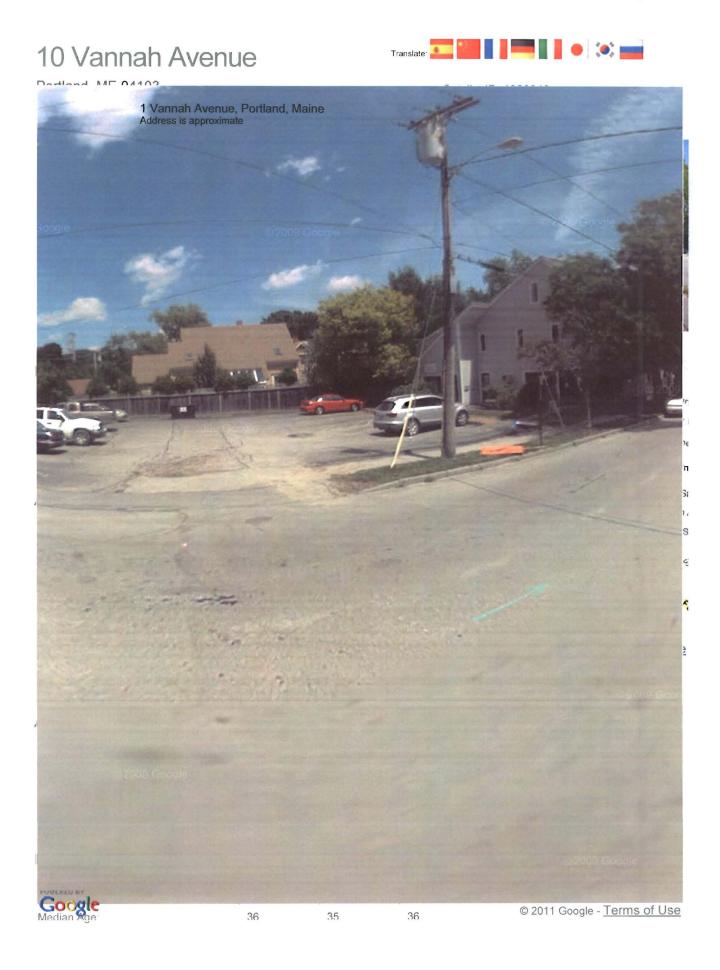
Daniel Greenstein CB Richard Ellis/The Boulos Company

One Canal Plaza Portland, ME 04101 207-772-1333 [O] dgreenstein@boulos.com



Nate Stevens CB Richard Ellis/The Boulos Company One Canal Plaza

Portland, ME 04101 207.772.1333 [0] nstevens@boulos.com





Commercial Interior & Change of Use Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

One (1) complete set of construction drawings must include:

Note. Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bears their seal; you will need the City of Portland forms for the Certificate of Design, Certificate of Design pplication and Accessibility Building Code Certificate.

- A statement of special inspections as required per Chapter 17 of the IBC 2003 n/κ i.e.: http://www.acec.org/coalitions/CASE/case1004/statement_of_si.doc
- Cross sections w/framing details n nDetail of any new walls or permanent partitions n n
- Floor plans and elevations
- Window and door schedules
- \Box Complete electrical and plumbing layout. $n \rangle \sim$
- D Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review $\bigcap \propto$
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IEEC 2003 N/ 9
- \mathbb{D} Proof of ownership is required if it is inconsistent with the assessors records.
- Reduced plans or electronic files in PDF format are also required if original plans are larger than 11" x 17". n n
- \square Per State Fire Marshall, all new bathrooms must be ADA compliant. N / N

Separate permits are required for internal and external plumbing, HVAC & electrical installations.

For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- □ Location and dimensions of parking areas and driveways, street spaces and building frontage.
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

We are not doing any additional construction

na

Fire Department requirements

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant and the project architect.
- Proposed use of structure (NFPA and IBC classification)
- ∇ Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- □ Separate plans shall be submitted for
 - a) Suppression system
 - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include
 - a) Fire resistance ratings of all means of egress
 - b) Travel distance from most remote point to exit discharge
 - c) Location of any required fire extinguishers
 - d) Location of emergency lighting
 - e) Location of exit signs
 - f) NFPA 101 code summary
- \Box Elevators shall be sized to fit an 80" x 24" stretcher. $M \setminus A$

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.

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 <u>www.portlandmaine.gov</u>, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost

This is not a Permit; you may not commence any work until the Permit is issued.

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One Conal Plaza Portland, ME 04101

T 207 772 1333 F 207 871 1288

www.boulos.com

April 13, 2011

Dan Greenstein CBRE/The Boulos Co One Canal Plaza Portland, ME 04101

RE: Letter of Intent- 10 Vannah Ave, Portland

Dear Dan:

This letter sets forth the terms and conditions under which **ROOTS Enrichment Center**, LLC (hereinafter referred to as "Tenant") is willing to enter into a lease agreement with Timm Properties LLC, (hereinafter referred to as "Landlord") for space at the above-referenced location.

Property Address:	10 Vannah Avenue Portland, ME
Tenant:	ROOTS Enrichment Center, LLC
Landlord:	Timm Properties LLC
Demised Premises:	The demised premises shall be deemed to contain $1,250\pm$ s.f. of leased space and abutting outside play area.
Lease Term:	Two (2) years.
Option Term:	Tenant shall have One, Two (2) Year option to renew this lease at then fair market rents, but no less than previous year's rent.
Occupancy Date:	June 1, 2011
Rent Commencement Date:	July 1, 2011
Landlord's Work:	None. Tenant will take the space "as is".
Tenant's Work:	Any and all modifications to the building by Tenant or Tenant's agent shall be submitted to Landlord for its approval prior to commencement of work. Tenant agrees that all work shall be completed in compliance with all applicable state and municipal building codes and ordinances.

	Lease Rate:	Year 1: Year 2:	\$1,000/month Modified Gross \$1,100/month Modified Gross
~		The above rent is quoted on a Modified Gross. Therefore, it includes Tenant's pro rata share of all Base Year 2010 operating expenses for this property, including real estate taxes, building repairs and maintenance, management, building insurance, water and sewer, parking lot maintenance, grounds maintenance, common area lighting and common area cleaning, etc. Tenant to pay its pro rata share of annual increases over base year. The rent does not include Tenant's premises electricity costs or gas expense. Tenant is directly responsible for its utility expenses for lights, plugs, & heat. Tenant is also responsible for its premises' janitorial costs.	
	<u>Use:</u>		premises as a daycare for ages 3-5 with a private school classroom for children ages
	Security Depoșit:	Landlord the sum of One Th represents the security depos returned to Tenant at the end	ase Agreement, Tenant will deposit with ousand Dollars (\$1,000.00). This sum sit due under the lease. Said deposit will be of the lease term, provided the premises are lean," and provided Tenant has not been in 1 not be paid on said deposit.
	Signage:	leased premises. Signage wil subject to the prior written ap prior to installation and also	the building above Tenant's entrance to the Il be at Tenant's sole expense; however, pproval of design and location by Landlord subject to any standards in use at the Il not be unreasonably withheld or delayed.
	<u>Parking:</u>		ated on-site parking space. All other on-site nmon with other building tenants.
	Brokerage Commission:	Landlord's responsibility in a Company's standard commis	accordance with CBRE The Boulos sion schedule.
	Financials:	approval of Tenant's financia requested by Landlord, then	e agreement is subject to Landlord's prior al statements and past credit history. If Tenant shall submit such information to s of full execution of this Letter of Intent.
	Assignment / Sublet:		to assign lease or sublet space without roval, not to be unreasonably withheld.
~~ <u>~</u>	Zoning:	secure all necessary or require use of the subject premises. make no representations or w	ant to determine all zoning information and red permits and approvals for its proposed Landlord and CBRE The Boulos Company varranties as to the suitability of, or the pproval for, the subject premises for Tenant's

.....

Letter of Intent Expiration:	This offer to lease is valid until Wednesday April 18, 2011, but may be revoked by either party at any time without prior written notice.
<u>Facsimiles:</u>	The undersigned jointly and severally agree to accept fax copies of the documents which have been sent by either party to the other, or to any other party or agent to this transaction, as original documents, with the exception of the final lease document.
Lease Agreement:	Landlord agrees to forward its proposed lease to Tenant within ten (10) days of the full execution of this Letter of Intent. In the event Tenant and Landlord have not executed a mutually agreeable lease within ten (10) days of Tenant's receipt of Landlord's lease, Tenant's deposit shall be returned and neither party is under any further obligation to the other.
Miscellaneous:	This Letter is contingent upon the Tenant receiving all State and Local permits and licensing.
	This Letter of Intent represents the preliminary understanding of the parties with respect to the proposed Lease. This letter is not intended to constitute a binding or enforceable contract nor does it constitute a legal obligation on either party. Further, the basic terms set forth are subject to both parties entering into a mutually agreeable written Lease agreement to be fully executed by both Landlord and Tenant.

Very truly yours,

Nate Stevens CBRE | The Boulos Company

SEEN AND AGREED TO:

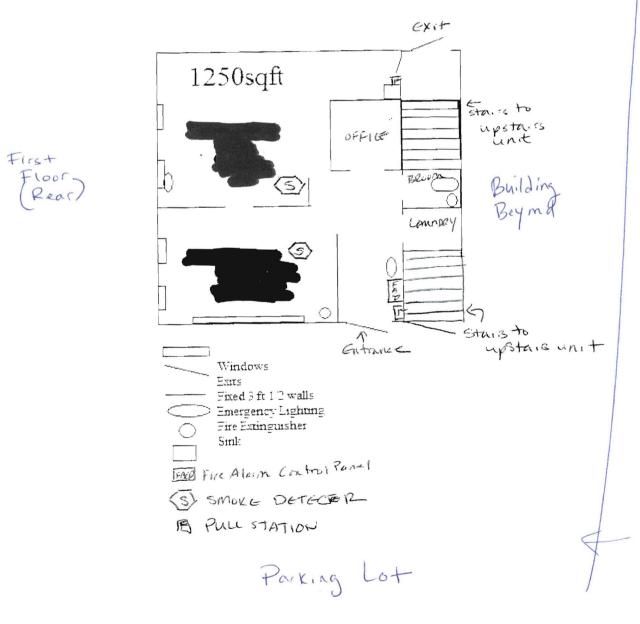
Timm Properties LLC, Landlord

By: Its:

ROOTS Enrichment Center LLC, Tenant By:

 $\frac{4 \circ 27 \cdot 11}{\text{Date:}}$

R.O.O.T.S. Enrichment Center 10 Vannah Ave, Portland, Maine 04103 Contact: Kimberly Hart 329-5545 rootsmaine@yahoo.com



Vannah

CITY OF PORTLAND, MAINE Department of Building Inspections	Rank the order of (技歌人 h For Bank America's M For 「しん」 キャート
Original Receipt	Routs E 39 Schu Gorhans, Gorhans, Lucy 27445
* 5.10 2011	Intichment Co Strict Ph. 207 M.S. Ph. 207
Received from BOOTS ENFICKMENT CENTER-	The Constant
Location of Work) UCennah	$\frac{1}{2} \frac{1}{2} \frac{1}$
Cost of Construction \$ Building Fee:30	De to And
Permit Fee \$ Site Fee:	
Certificate of Occupancy Fee:	577
Total: 105	
Building (IL) Plumbing (I5) Electrical (I2) Site Plan (U2)	
Other	
CBL: 129-F-4	2576 52-7445/2112 60 ビューローク
Check #: 2576 Total Collected \$ 105	176 57112 60 572112 50 50 50 50 50 50 50 50 50 50 50 50 50

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

Taken by: _____ ____

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