

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that DELTA REALTY LLC – EVERCHANGING SEASONS

Located At 710 FOREST AVE

CBL: 130- G-007-001

Job ID: 2012-06-4164-CH OF USE

has permission to Change the Use from Office to Retail consignment shop - Everchanging Seasons, No Construction 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**

*[Signature]* \_\_\_\_\_ *6/27/12*  
**Code Enforcement Officer / Plan Reviewer**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD**

*closed*



# Certificate of Occupancy



## CITY OF PORTLAND, MAINE

Department of Planning and Urban Development  
Building Inspections Division

Location: 710 FOREST AVE

CBL: 130- G-007-001

Issued to: BOULETTE REALTY LLC

Date Issued: 6/29/2012

**This is to certify** that the building, premises, or part thereof, at the above location, built-altered-changed as to use under Building Permit No. 2012-06-4164-CH OF USE, has had a final inspection, has been found to conform substantially to the requirements of the Building Code and the Land Use Code of the City of Portland, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

UNIT 2

APPROVED OCCUPANCY

USE GROUP M  
RETAIL  
TYPE 5-B  
IBC 2009

Approved:  
June 29, 2012  
(Date)

*Don McPhee*  
Inspector

*[Signature]*  
Inspections Division Director

Notice: This certificate identifies the legal use of the building or premises, and ought to be transferred from owner to owner upon the sale of the property.

**City of Portland, Maine - Building or Use Permit Application**

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

Job No: 2012-06-4164-CH OF USE	Date Applied: 6/5/2012	CBL: 130- G-007-001	
Location of Construction: 710 FOREST AVE (Suite 3)	Owner Name: DELTA REALTY LLC	Owner Address: 380 WARREN AVE.  PORTLAND, ME 04103	Phone:
Business Name: Everchanging Seasons	Contractor Name: N/A	Contractor Address:	Phone:
Lessee/Buyer's Name: Jennifer Thoits	Phone: 207-838-9779	Permit Type: BLDG - Building	Zone:  B-2c
Past Use:  Office	Proposed Use:  Retail – change the use from office to retail – no construction	Cost of Work: 1000.00	CEO District:
		Fire Dept:  6/26/12 <input checked="" type="checkbox"/> Approved w/ conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: M Type: 5B
		Signature: <i>[Signature]</i> (58)	Signature: <i>[Signature]</i>
Proposed Project Description: Change of use from Office to Retail		Pedestrian Activities District (P.A.D.)  6/27/12	
Permit Taken By: Brad		<b>Zoning Approval</b>	

<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><b>Special Zone or Reviews</b></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: 06/13/12 <i>ABM</i></p>	<p><b>Zoning Appeal</b></p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p><b>Historic Preservation</b></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: <i>ABM</i></p>
	<b>CERTIFICATION</b>		

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 appication 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

6-29-12 DW M/Capt. Pirone Remove Fire Alarm Equip. CO OK

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto: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.**

### Certificate of Occupancy/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](http://www.portlandmaine.gov)*

Acting Director of Planning and Urban Development  
Gregory Mitchell

Job ID: 2012-06-4164-CH OF USE

Located At: 710 FOREST AVE

CBL: 130- G-007-001

## **Conditions of Approval:**

### **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. Fire extinguishers are required per NFPA 1.
3. Fire alarm and sprinkler systems shall be maintained or removed; shall not be abandoned in place.

### **Building**

1. Application approval based upon information provided by the applicant or design professional. Any deviation from approved plans requires separate review and approval prior to work.
2. This is a Change of Use ONLY permit. It does NOT authorize any construction activities.
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.

B.2c

Entered 6/5/12

# 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.

B 2012-06-4164 - Chof Use

(B)

Location/Address of Construction: <u>710 Forest Ave. Suite 3 Portland, ME 04103</u>		
Total Square Footage of Proposed Structure/Area <u>2400 sq/ft.</u>	Square Footage of Lot	Number of Stories <u>1</u>
Tax Assessor's Chart, Block & Lot Chart# <u>130</u> Block# <u>6</u> Lot# <u>7</u>	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Jennifer Thoits</u> Address <u>10 Harmon Rd.</u> City, State & Zip <u>Portland, ME 04102</u>	Telephone: <u>838-9779</u>
Lessee/DBA (If Applicable) <u>Jennifer Thoits</u> <u>Everchanging Seasons</u> <u>Consignmant Boutique</u>	Owner (if different from Applicant) Name <u>Duke Rulhyue</u> Address <u>388 Harmon Ave</u> City, State & Zip <u>Portland, 04103</u>	Cost Of Work: \$ <u>30.00</u> C of O Fee: \$ <u>75.00</u> Total Fee: \$ <u>105.00</u>
Current legal use (i.e. single family) <u>vacant</u> Number of Residential Units <u>0</u> If vacant, what was the previous use? <u>video store office on file</u> Proposed Specific use: <u>Consignmant shop</u> Is property part of a subdivision? <u>change of use</u> If yes, please name _____ Project description: <u>no construction</u>		
Contractor's name: _____		<b>RECEIVED</b> <b>JUN 05 2012</b>
Address: _____		Dept. of Building Inspections City of Portland Maine
City, State & Zip _____		Telephone: _____
Who should we contact when the permit is ready: <u>Jennifer Thoits</u>		Telephone: <u>838-9779</u>
Mailing address: <u>10 Harmon Rd. Portland, ME 04102</u>		

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](http://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: 6/5/12

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



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

## Receipts Details:

**Tender Information:** Check , BusinessName: #2 of 2, Check Number: 2084  
**Tender Amount:** 105.00

## Receipt Header:

**Cashier Id:** bsaucier  
**Receipt Date:** 6/5/2012  
**Receipt Number:** 44660

## Receipt Details:

Referance ID:	6779	Fee Type:	BP-C of O
Receipt Number:	0	Payment Date:	
Transaction Amount:	75.00	Charge Amount:	75.00
Job ID: Job ID: 2012-06-4164-CH OF USE - Change of use from Office to Retail			
Additional Comments: 710 Forest Ave			

Referance ID:	6780	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	30.00	Charge Amount:	30.00
Job ID: Job ID: 2012-06-4164-CH OF USE - Change of use from Office to Retail			

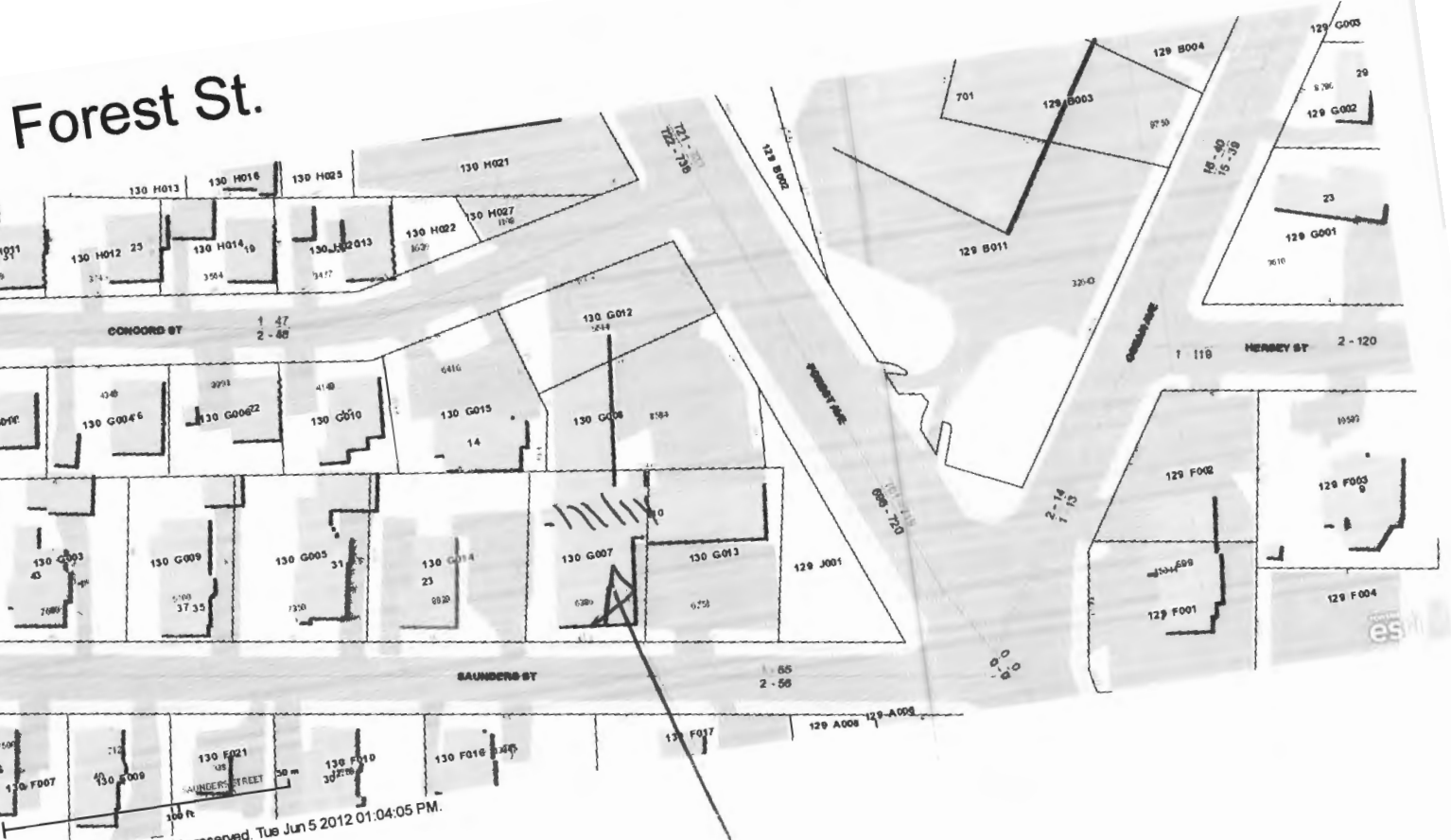


# 710 Congress St.



Copyright 2011 Esri. All rights reserved. Tue Jun 5 2012 01:03:03 PM.

Forest St.

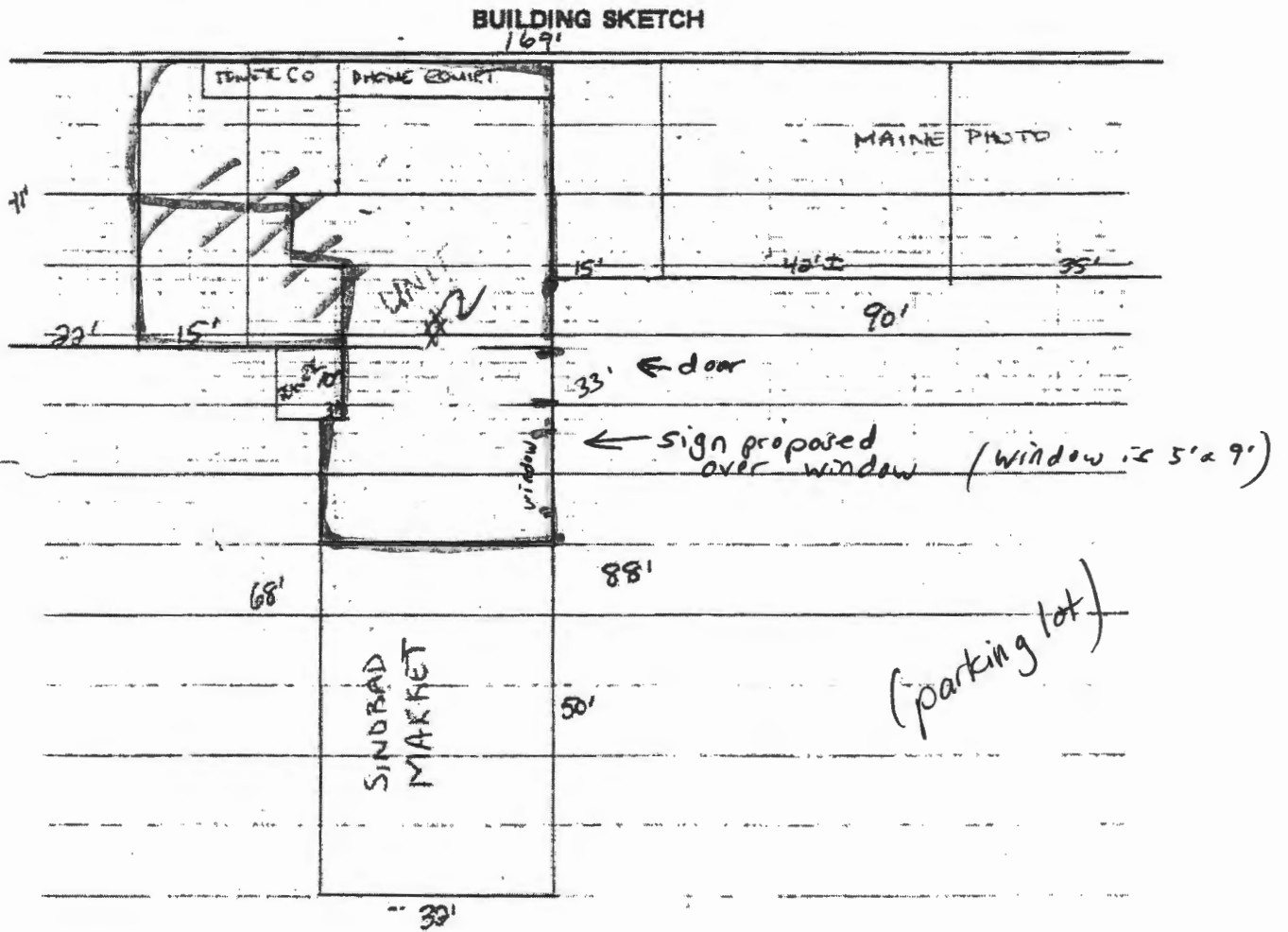


Copyright 2011 Esri. All rights reserved. Tue Jun 5 2012 01:04:05 PM.

30-6-007

- needs to show two parking spaces  
plenty of parking in lot.

EXHIBIT A

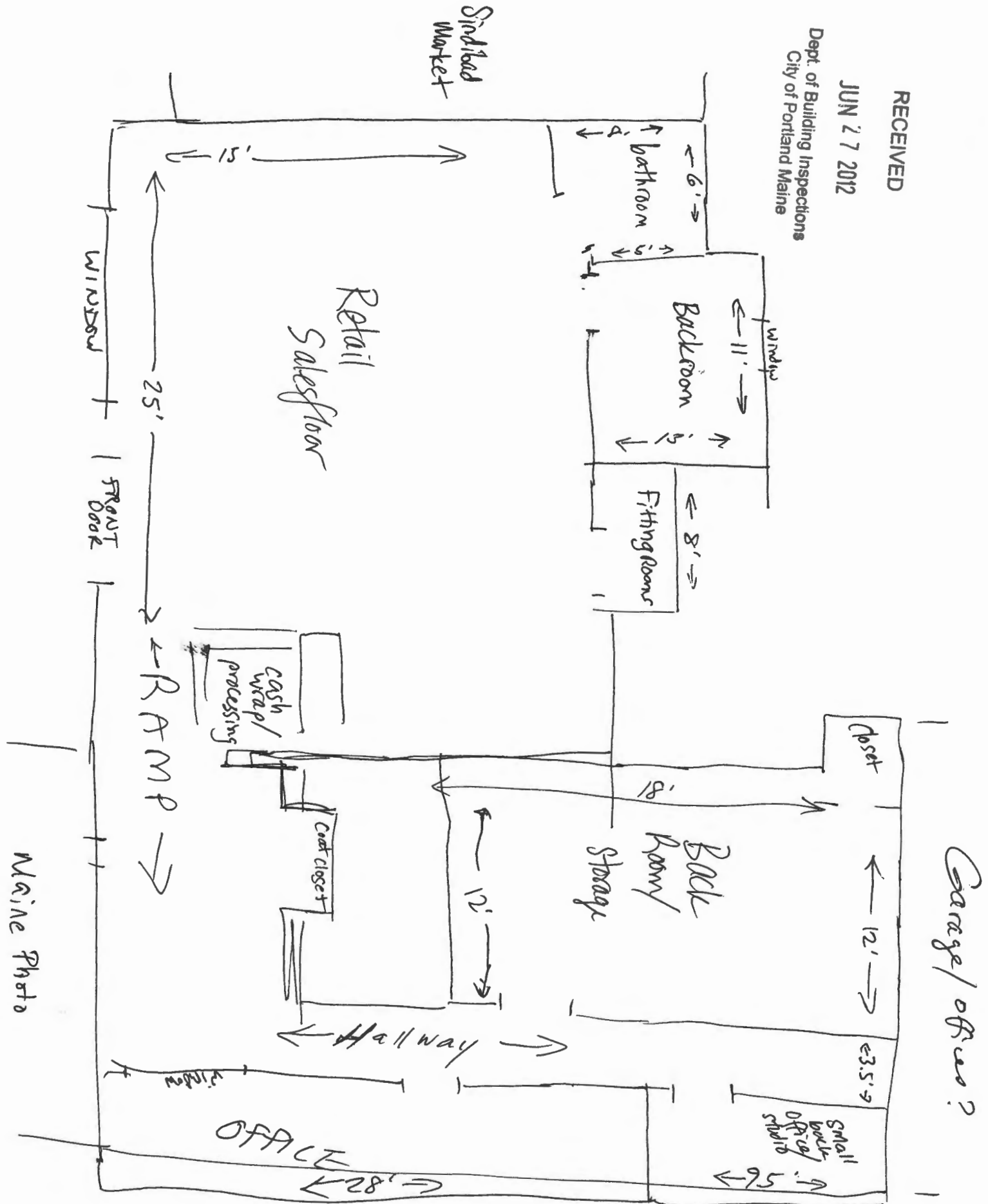


FOREST AVENUE

RECEIVED

JUN 27 2012

Dept. of Building Inspections  
City of Portland Maine



## GROSS LEASE

710 Forest Avenue, Portland, ME

This LEASE AGREEMENT (the "Lease") is dated as of May \_\_\_\_, 2012 between DELTA REALTY LLC., a Maine corporation (the "Landlord"), and JENNIFER THOITS a Maine individual, D/B/A, EVERCHANGING SEASONS CONSIGNMENT BOUTIQUE (the "Tenant").

Landlord hereby agrees to lease to Tenant and Tenant hereby agrees to lease from Landlord the Leased Premises described below in accordance with the terms and conditions hereinafter set forth and the attached Standard Lease Terms in the building (the "Building") located at 710 Forest Avenue with ancillary parking areas in the City of Portland, Maine (the "Property").

### BASIC LEASE TERMS

1. **Property Name:** 710 Forest Avenue, Portland, Maine.
2. **Leased Premises:** The Leased Premises are depicted on Exhibit A attached hereto and are located in ground floor of the Building, including the shared ancillary parking area.
3. **Base Rent:** Tenant agrees to pay Landlord a Base Rent in the amounts set forth below, payable in monthly installments:

	<i>Annual</i>	<i>Monthly</i>
June 1, 2012 - May 31, 2013	\$14,400.00	\$1,200.00

4. **Initial Term:** One (1) year, commencing on June 1, 2012.
5. **One 1 Year Options to Extend:** One (1) renewal option for an additional year, which option must be exercised by written notice from Tenant delivered to Landlord at least six (6) months prior to the end of the then Lease Term. The Base Rent during such renewal term shall be the then applicable market rent as determined pursuant to the attached Standard Lease Terms but shall be no less than the preceding Base Rent during the initial term, nor increase by more than 3%.
6. **Gross Lease.** This is a "gross lease" and the Base Rent includes the expenses of operation of the Property. Tenant shall directly pay for comprehensive general liability insurance on the leased premises, glass/window breakage, janitorial service, exterior door maintenance and repairs, and its proportionate share of the heating, cooling, electrical costs, water & sewer, and snowplowing/sanding/snow removal.
7. **Security Deposit:** \$1,200.00
8. **Broker:** None
9. **Permitted Use:** Retail Sale of Consignment Goods.

10. **Landlord's Work:** Repair flooring & install carpet.

11. **Tenant's Work:** Per Section 9 of the Standard Lease Terms

12. **Addresses for Notices:**

Landlord:  
380 Warren Avenue  
Portland, ME 04103  
Attn: Andr ea Girard, Manager

Tenant:  
710 Warren Ave  
Portland, ME 04103

All payments payable under this Lease shall be sent to the Landlord's address identified above or such other address as Landlord may designate.

13. **Guarantor:** Jennifer Thoits  
10 Harmon Rd  
Portland, ME 04102

IN WITNESS WHEREOF, the parties hereto have executed this Lease, consisting of the foregoing provisions and Sections 1 through 29 which follow, together with Exhibit A incorporated herein by this reference, as of the date first above written.

"Landlord"  
DELTA REALTY LLC

"Tenant"  
JENNIFER THOITS  
D/B/A EVERCHANGING SEASONS  
CONSIGNMENT BOUTIQUE

By: Andr ea Girard  
its Manager

By: Jennifer Thoits  
its Owner

The undersigned hereby acknowledge that the obligations of Tenant under foregoing Lease and all other Lease Documents are personally guaranteed by the Undersigned pursuant to separate guaranties agreement of even or recent date.

JENNIFER THOITS  
D/B/A EVERCHANGING SEASONS  
CONSIGNMENT BOUTIQUE

Andr ea Girard  
Witness

Jennifer Thoits  
Jennifer Thoits