

Building Inspections - request for a certificate of occupancy

From: <cbattista@homehealthcaresolutions.me>
To: <buildinginspections@portlandmaine.gov>
Date: 6/4/2015 11:04 AM
Subject: request for a certificate of occupancy
CC: <cbattista@homehealthcaresolutions.me>
Attachments: permitapplicdoc1.pdf; permitfeesdoc2.pdf; zoningdoc3.pdf;
 broker.leasing.squft.doc4.pdf; purpose of applicationdoc5.pdf;
 CofO.priorpermits.doc6.pdf

Greetings,

I am submitting a request for a building permit for suite 207 at 980 Forest Ave in Portland. **Please understand I am not requesting to make ANY structural changes; the space (for all insensitive purposes is in name ONLY);** the only changes we are making are in paint color. The prior tenant for this space was a law office with a current C of O. We are a corporate office of a home health care service. We provide **NO ON SITE** medical services. i.e. office space to office space in a recognized business zone.

I was directed, and I applied for a **Determination of Zoning**. I tried to explain at the time that I did not think that was what I needed (the property is clearly zoned for the purposes we are asking B-5b), but, still I was directed to complete and submit the application. I submitted the application, related fees and submitted the supporting documentation. When I followed up yesterday, I was told I was given the incorrect information. (Which I knew and strongly protested but followed regardless).

I was then told I needed to submit the appropriate application and supporting docs for a **Building Permit** from Ann. Both ladies were very helpful, but all I need is a **certificate of occupancy**. ASAP!

I started this process before Memorial Day - we hoped to have the C of O by this week's end. We have already paid \$150 for the Zoning Determination - please apply the \$150 fee for the Zoning Determination to the \$125 Building permit application and credit us the \$25.

Regardless I need a certificate of occupancy for this property as soon as possible.

Attachment 1 - application for the building permit (please be advised - nothing other then paint is being changed)-

Attachment 2 - permit fee --- paid through the unnecessary zoning determination

Attachment 3 - copy of what I was orionally told I needed, paid for and submitted

Attachment 4 - brokers listing information on specific space

Attachment 5 - Original email with the reason for the C of O

Attachment 6 - prior C of O's

Please call me with any questions, in addition to the work contact info below - my person cell 329-7161 and email cbw1350@yahoo.com

Charlotte Battista
Administrative Assistant

Home Health Care Solutions
999 Forest Avenue Suite 1
Portland, Maine 04103
(207) 347-6106
(877) 241-1428
(207) 347-6113 fax

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