

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

BUILDING DEPARTMENT

## PERMIT

Permit Number: 090052

Please Read Application And Notes, If Any, Attached

This is to certify that   NAVARRO ROCCO  

has permission to   Change of use from residential (Home Occupation - same day use)  

AT   268 CONCORD ST W     C007001  

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lathed or otherwise enclosed-in. 24 HOURS NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

**OTHER REQUIRED APPROVALS**

Fire Dept. \_\_\_\_\_

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_

Department Name

*Thomas H. MacLellan* 01/26/09  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

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

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

<b>Permit No:</b> 09-0052	<b>Issue Date:</b>	<b>CBL:</b> 175 C007001
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<b>Location of Construction:</b> 268 CONCORD ST W	<b>Owner Name:</b> NAVARRO ROCCO	<b>Owner Address:</b> 268 CONCORD ST	<b>Phone:</b> 207-233-6835
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<b>Business Name:</b>	<b>Contractor Name:</b>	<b>Contractor Address:</b>	<b>Phone:</b>
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<b>Lessee/Buyer's Name:</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Use Home Occupation	<b>Zone:</b> R-5
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<b>Past Use:</b> Residential/two unit	<b>Proposed Use:</b> Residential/Two Unit - Change of use from two residential to two residential with a Home Occupation for home day care in Unit #1 (up to 5 children)	<b>Permit Fee:</b> \$105.00	<b>Cost of Work:</b> \$0.00	<b>CEO District:</b> 5	<b>9641#</b>
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<b>FIRE DEPT:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: R3 Type: 5B IRC 2003
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<b>Proposed Project Description:</b> Change of use from two residential to two residential with a Home Occupation for day care in Unit #1 (up to 5 children)	<b>Signature:</b>	<b>Signature:</b> <i>zm 01/26/09</i>
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<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>	
<b>Action:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied	<b>Signature:</b> <b>Date:</b>

<b>Permit Taken By:</b> lmd	<b>Date Applied For:</b> 01/21/2009	<b>Zoning Approval</b>	
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<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 information 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"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: <i>8/22/09</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: <i>8/22/09</i></p>	<p><b>Historic Preservation</b></p> <p><input checked="" type="checkbox"/> Not in District 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>[Signature]</i></p>
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**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.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

Dear Mrs. Schumuckal,

I am requesting a permit to allow me the use of my residence at 268 West Concord St. Portland, ME for Home Occupation. I intend to receive a in Home Day Care for five children

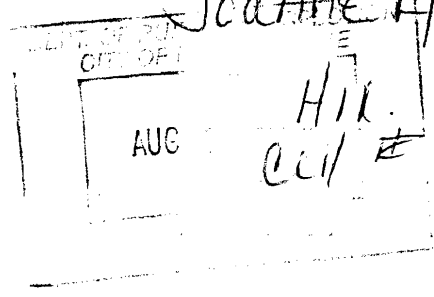
Fire Marshal has done inspection and approved Fire safe.

There will be no change in traffic other than drop off in morning and pick up in afternoon.

Attached is copy of floor plan showing the dwelling and area off the Home Occupation space as well as a letter from owner of building granting permission to conduct a Home Occupation on the premises.

Thank you for your assistance in this matter

Sunshine Day Care  
Joanne Amanda - Queen



Hill 926-4382  
Cell # 233-6835

7-29-08

To whom it may concern,

I, Rene Navarro (Landlord @ 268 W Concord St.  
hereby authorize and allow Jason Aronson to provide  
Sunshine Day Care @ 268 W Concord St. Portland  
ME 04103.



Rene Navarro Landlord

RECEIVED  
AUG 12 2008

Must be filled in completely



# 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: <u>Change of use - 268 W. Concord St.</u>		Total Square Footage of Proposed Structure/Area		Square Footage of Lot <u>Portland, Me 04103</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>175 - C</u> Block# <u>-</u> Lot# <u>7</u>		Applicant * <u>must be owner, Lessee or Buyer</u> * Name <u>Joanne Anania-Queen</u> Address <u>268 W. Concord St</u> City, State & Zip <u>Portland, Me 04103</u>		Telephone: <u>926-4382</u> Cell # <u>233-6835</u>	
Lessee/DBA (If Applicable)		Owner (if different from Applicant) Name <u>Rocco Navarro</u> Address <u>268 W. Concord St.</u> City, State & Zip <u>Portland, Me 04103</u>		Cost Of Work: \$ _____ C of O Fee: \$ _____ Total Fee: \$ <u>1501</u>	
Current legal use (i.e. single family) <u>2 Family</u> If vacant, what was the previous use? <u>Rental</u> Proposed Specific use: <u>Home Day Care for 5 children</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>unit one</u> <u>Home occupation</u>				2009	
Contractor's name: _____		Address: _____		City, State & Zip _____ Telephone: <u>926-4382</u>	
Who should we contact when the permit is ready: <u>Joanne Anania-Queen</u>		Mailing address: _____		Telephone: <u>233-6835</u>	

incurred for postal mail  
SPAM MAIL  
WATER STREET

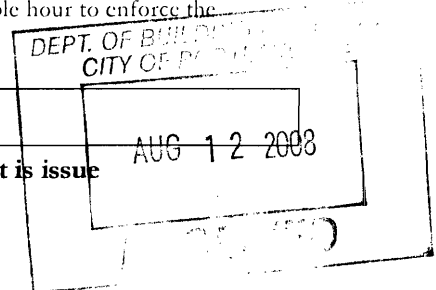
**Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.**

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: J Anania-Queen Date: 8.9.08

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



**BUILDING PERMIT INSPECTION PROCEDURES**

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

**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.**

**A Pre-construction Meeting will take place upon receipt of your building permit.**

  X   **Final/Certificate of Occupancy: Prior to any occupancy of the structure or use.**  
**NOTE: There is a \$75.00 fee per inspection at this point.**

  X   **Final/Certificate of Occupancy: Prior to any occupancy of the structure or use.**

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.**

\_\_\_\_\_  
Signature of Applicant/Designee

*Thomas M. Markley*

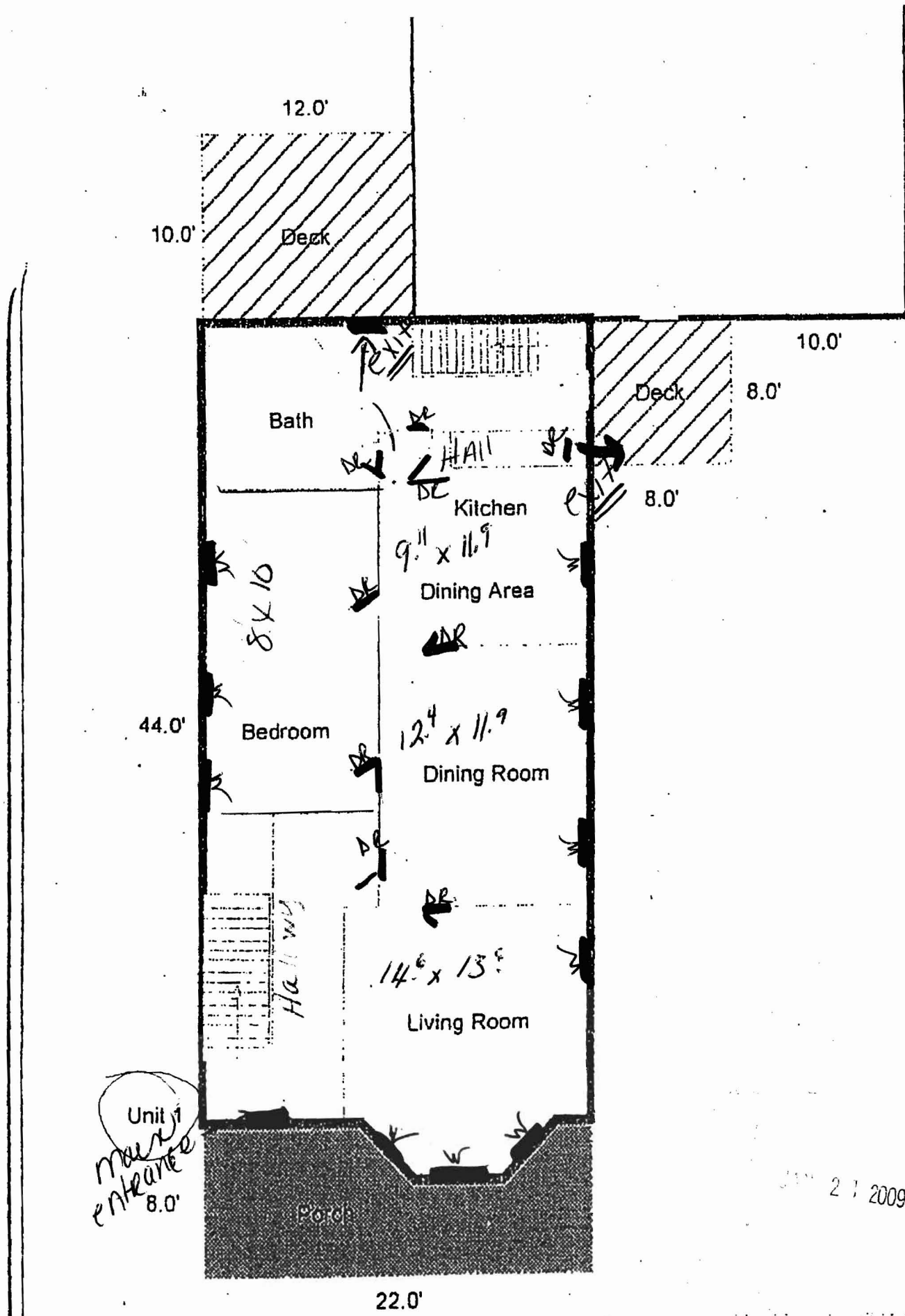
\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date

*01/26/09*

\_\_\_\_\_  
Date

*Mailed*



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