

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that DEIRDRE M STEDMAN

Located At 19 WHITNEY AVE

Job ID: 2012-06-4149-ALTR

CBL: 186- C-007-001

has permission to Renovations 3rd floor add 3/4 Bath

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 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**

## 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.**

Required Inspections:

Close In Elec/Plmb/Frame prior to insulate or gyp

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: 2012-06-4149-ALTR

Located At: 19 WHITNEY AVE

CBL: 186- C-007-001

## **Conditions of Approval:**

### **Zoning**

1. This is NOT an approval for an additional dwelling unit. You SHALL NOT add any additional kitchen equipment including, but not limited to items such as stoves, microwaves, refrigerators, or kitchen sinks, etc. without special approvals.
2. This property shall remain a two family dwelling. Any change of use shall require a separate permit application for review and approval.

### **Fire**

All construction shall comply with City Code Chapter 10.

All smoke detectors and smoke alarms shall be photoelectric.

Hardwired Carbon Monoxide alarms with battery back up are required on each floor.

### **Building**

1. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm HVAC systems, heating appliances, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
2. Permit approved based on the plans submitted and reviewed w/owner/ contractor, with additional information as agreed on and as noted on plans.
3. Hardwired interconnected battery backup smoke detectors shall be installed in all bedrooms, protecting the bedrooms, and on every level.

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

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

Job No: 2012-06-4149-ALTR	Date Applied: 6/4/2012	CBL: 186- C-007-001	
Location of Construction: 19-21WHITNEY AVE	Owner Name: JOSEPH RILEY	Owner Address: PO BOX 8117  PORTLAND, ME 04104	Phone:  207-222-4909
Business Name:	Contractor Name: Cross Works Carpentry- Mike Gervais	Contractor Address: 62 William Knight RD WINDHAM ME 04062	Phone:  (207) 269-4700
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG - Building	Zone:  R-5
Past Use:  Two family	Proposed Use:  Same - two family - finish off third floor	Cost of Work: 13000.00	CEO District:
		Fire Dept:  <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A  Signature: <i>Capt. Prone</i>	Inspection: Use Group: <i>R-3</i> Type: <i>SB</i> <i>IRC09</i> Signature: <i>[Signature]</i>
Proposed Project Description: Renovations 3rd floor add 3/4 Bath		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Lannie		<b>Zoning Approval</b>	

	Special Zone or Reviews	Zoning Appeal	Historic Preservation
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building Permits do not include plumbing, septic or electrical work. 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.	<input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan  <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>OKulcardi</i> <i>6/12/12 ABU</i>	<input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied  Date:	<input checked="" type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied  Date: <i>ABU</i>

**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

RS

RECEIVED

2012-06-4149

Lannic

# JUN 4 2012 General Building Permit Application



Dept. of Building Inspections  
City of Portland, Maine  
Every owner of the property 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>21 Whitney Avenue (19)</u>		
Total Square Footage of Proposed Structure/Area <u>3200</u>	Square Footage of Lot <u>6600</u>	Number of Stories <u>3</u>
Tax Assessor's Chart, Block & Lot Chart# <u>186</u> Block# <u>C</u> Lot# <u>7</u>	Applicant: (must be owner, lessee or buyer) Name <u>Joseph Riley</u> Address <u>PO Box 8117</u> City, State & Zip <u>Portland, ME 04104</u>	Telephone: <u>774-269-4700 (cell)</u> <u>207-200-4909</u>
Lessee/DBA	Owner: (if different from applicant) Name Address City, State & Zip	Cost of Work: <u>\$12,325</u> C of O Fee: \$ Historic Review: \$ Planning Amin.: \$ Total Fee: \$ <u>150</u>
Current legal use (i.e. single family) <u>Two family</u> Number of Residential Units <u>2</u> If vacant, what was the previous use? <u>Residential</u> Proposed Specific use: <u>Residential</u> Is property part of a subdivision? <u>No</u> If yes, please name _____ Project description: <u>3rd floor is partially finished, 100% &amp; add 3/4 bath</u>		
Contractor's name: <u>Cross Works Carpentry</u> Address: <u>Mike Gervais 62 William Knight Road</u> City, State & Zip: <u>Windham, Maine 04062</u>		Email: <u>mgervai14@maine.rr.com</u> Telephone: <u>774-269-4700</u>
Who should we contact when the permit is ready: <u>Joe Riley</u> Mailing address: <u>PO Box 8117, Portland, ME. 04104</u>		Telephone: <u>207-200-4909</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.

and 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.

RECEIVED

Signature: [Signature] Date: 6/4/12 JUN - 4 2012

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

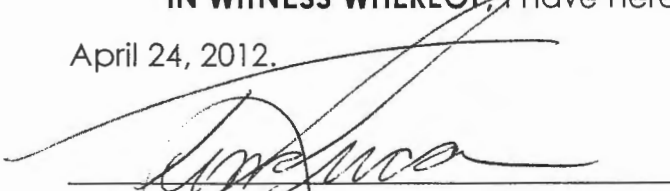
Dept. of Building Inspections  
City of Portland Maine

**WARRANTY DEED**  
Maine Statutory Short Form

**KNOW ALL PERSONS BY THESE PRESENTS**, That **Deirdre Stedman Nielsen** of Portland, County of Cumberland and State of Maine, for consideration paid, grants to **Joseph C. Riley** whose mailing address is 170 Woodford St., #3, Portland, ME 04103 with **WARRANTY COVENANTS**, individually, the real property situated in Portland, County of Cumberland and State of Maine more particularly described in Exhibit A attached hereto and incorporated herein by reference.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal this

April 24, 2012.

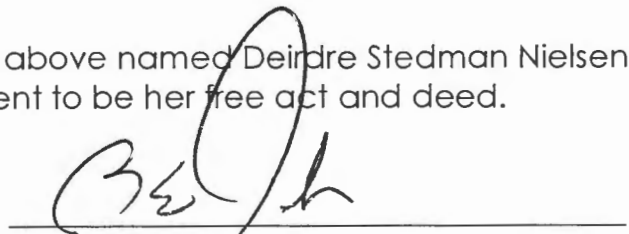
  
\_\_\_\_\_  
Witness *TINA LUCAS*

  
\_\_\_\_\_  
Deirdre Stedman Nielsen

State of Maine  
County of Cumberland

April 24, 2012

Personally appeared before me the above named Deirdre Stedman Nielsen and acknowledged the foregoing instrument to be her free act and deed.

  
\_\_\_\_\_  
Robert E. Danielson  
Attorney at Law

**RECEIVED**

**JUN - 4 2012**

Dept. of Building Inspections  
City of Portland Maine

### Exhibit A

A certain lot or parcel of land with the buildings thereon, situated in the City of Portland, County of Cumberland and State of Maine, being part of a tract of land known as "Congress Park" designated as lot number two on said tract, and on the map of said land, made by Ilsey & Cummings, Engineers, and filed in the Cumberland County Registry of Deeds in Plan Book 10, Page 113, bounded and described as follows:

Commencing at a point on the easterly side of Whitney Avenue delineated on said plan, distant two hundred twenty-five and thirty-eight one hundredths (225.38) feet, more or less, northwardly from the northerly side of Congress Street, which point is the most northerly corner of Lot No. 1 on said plan; thence running northwardly by said Whitney Avenue fifty-five (55) feet to the most westerly corner of Lot No. 3 on said plan, and from these two points extending eastwardly, on parallel lines, and at right angles with said Whitney Avenue one hundred twenty (120) feet, more or less, to the rear line of said lot as delineated on said Plan.

Subject to the restriction that no building shall be erected upon said lot within fifteen feet of the street line.

Meaning and intending to convey and hereby conveying the same premises as set forth in deed from Peter A. Profenno to Deirdre M. Stedman now known as Deirdre Stedman Nielsen dated October 29, 2004 and recorded in the Cumberland County Registry of Deeds in Book 21953, Page 226.

**ATTACHMENT TO HUD-1 SETTLEMENT STATEMENT**

LENDER: **Mortgage Network, Inc.**  
LOAN NUMBER: **7700358409**  
CASE NUMBER: **231-1184234 - 203(b) - 703**

BORROWER(S): **JOSEPH C. RILEY**

PROPERTY ADDRESS: **19 WHITNEY AVENUE  
PORTLAND, ME 04102**

I have carefully reviewed the HUD-1 Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the HUD-1 Settlement Statement.

I hereby authorize the Settlement Agent to make expenditures and disbursement as shown on the attached statement and approve same for payment.

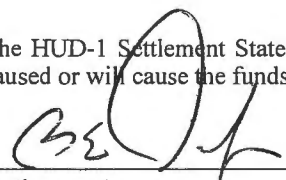
	<u>4/24/12</u>		<u>4/29/12</u>
Buyer <b>JOSEPH C. RILEY</b>	Date	Seller <b>Deirdre Stedman Nielsen</b>	Date

Buyer	Date	Seller	Date
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Buyer	Date	Seller	Date
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Buyer	Date	Seller	Date
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The HUD-1 Settlement Statement which I have prepared is a true and accurate account of this transaction. I have caused or will cause the funds to be disbursed in accordance with this statement.

	<u>April 24, 2012</u>
Settlement Agent	Date

**WARNING:** It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details see: Title 18 U.S. Code Section 1001 and Section 1010.

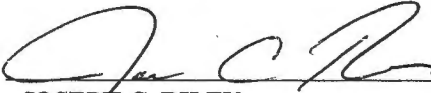


### ADDENDUM TO HUD-1 SETTLEMENT STATEMENT

**NOTICE TO ALL PARTIES:** If information is obtained which indicates that the source of the borrower's financial contribution is other than from the borrower or other than stated by the lender in its closing instructions, the settlement agent is to obtain written instructions from the lender before proceeding with settlement.

#### CERTIFICATION OF BUYER IN AN FHA-INSURED LOAN TRANSACTION

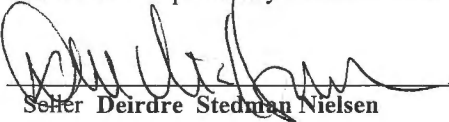
I certify that I have no knowledge of any loans that have been or will be made to me or loans that have been or will be assumed by me for purposes of financing this transaction, other than those described in the sales contract dated 3/24/12 (including addenda). I certify that I have not been paid or reimbursed for any of the cash down payment. I certify that I have not and will not receive any payment or reimbursement for any of my closing costs which have not been previously disclosed in the sales contract (including addenda) and/or my application for mortgage insurance submitted to my mortgage lender.

 4/24/12  
JOSEPH C. RILEY Date Date

WARNING: It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details, see: Title 18 U.S. Code Sections 1001 and 1010.

#### CERTIFICATION OF SELLER IN AN FHA-INSURED LOAN TRANSACTION

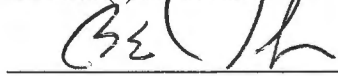
I certify that I have no knowledge of any loans that have been or will be made to the borrower(s), or loans that have been or will be assumed by the borrower(s) for purposes of financing this transaction, other than those described in the sales contract dated 3/24/12 (including addenda). I certify that I have not and will not pay or reimburse the borrower(s) for any part of the cash downpayment. I certify that I have not and will not pay or reimburse the borrower(s) for any part of the closing costs which have not been previously disclosed in the sales contract (including any addenda).

 4/24/12  
Seller Deirdre Stedman Nielsen Date Seller Date

WARNING: It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details, see: Title 18 U.S. Code Sections 1001 and 1010.

#### CERTIFICATION OF SETTLEMENT AGENT IN AN FHA-INSURED LOAN TRANSACTION

To the best of my knowledge, the HUD-1 Settlement Statement which I have prepared is a true and accurate account of the funds which were (i) received, or (ii) paid outside closing, and the funds received have been or will be disbursed by the undersigned as part of the settlement of this transaction. I further certify that I have obtained the above certifications which were executed by the borrower(s) and seller(s) as indicated.

  
Settlement Agent Date: 4-24-12

(The certifications contained herein may be obtained from the respective parties at different times or may be obtained on separate addenda)

WARNING: It is a crime to knowingly make false statements to the United States on this or other any other similar form. Penalties upon conviction can include a fine and imprisonment. For details, see: Title 18, U.S. Code Sections 1001 and 1010.

Loan Number: 7700358409

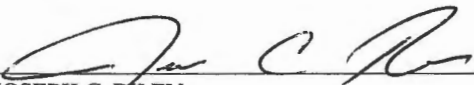
▪ Survey:	\$	200.00
▪ Attorney's Misc 1:	\$	25.00

Total of Fees the Lender is Paying on Behalf of the Borrower \$ 0.00

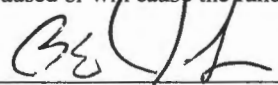
**Fees a Third Party is Paying on Behalf of the Borrower**

Total of Fees a Third Party is Paying on Behalf of the Borrower \$ 0.00

I have carefully reviewed this Attachment to HUD-1/HUD-1A Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the HUD-1 or HUD-1A Settlement Statement.

  
 \_\_\_\_\_  
 JOSEPH C. RILEY Borrower Borrower

The Attachment to HUD-1/HUD-1A Settlement Statement which I have prepared is a true and accurate account of this transaction. I have caused or will cause the funds to be disbursed in accordance with this statement.

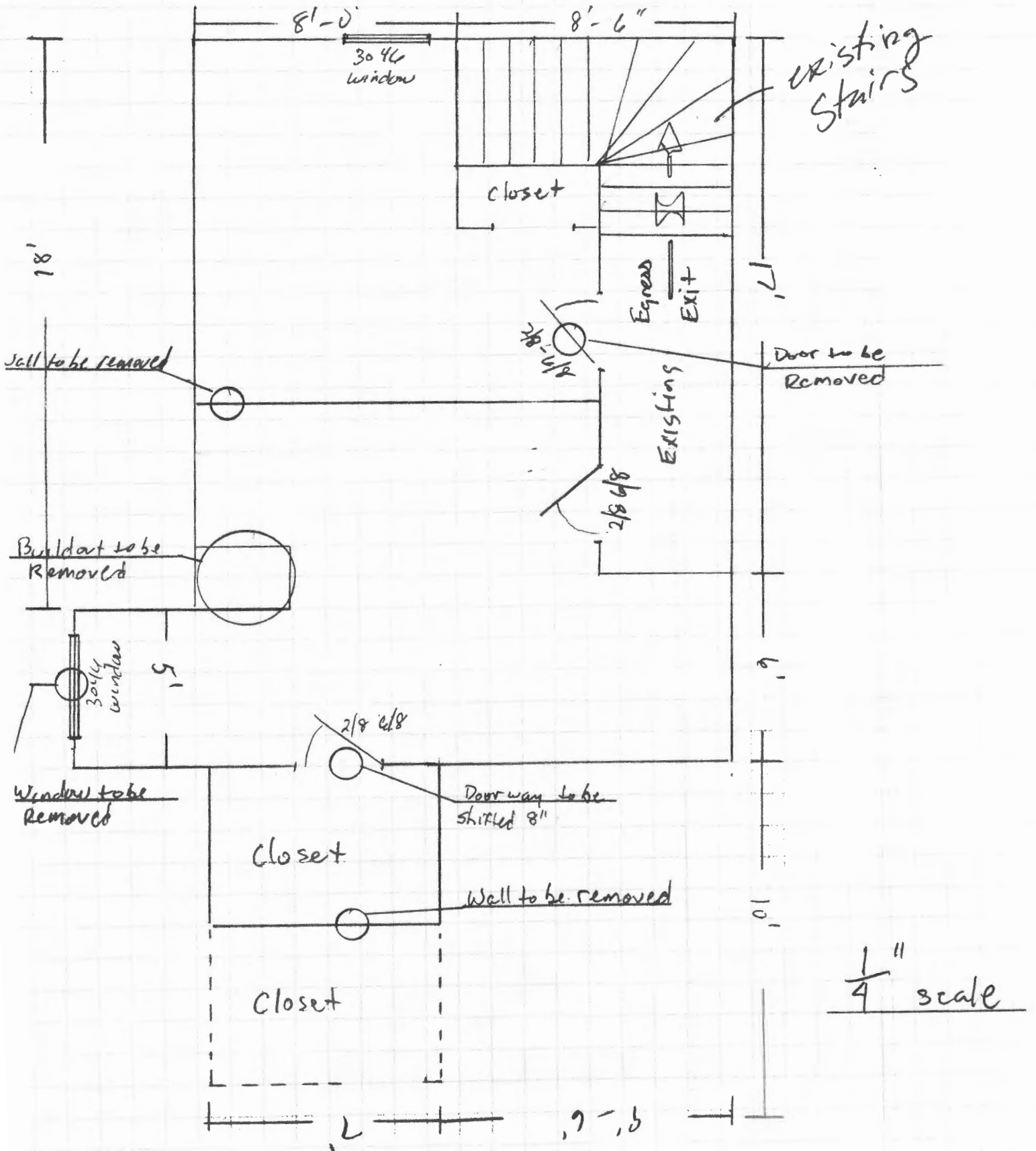
  
 \_\_\_\_\_  
 Settlement Agent April 24, 2012  
Date

**WARNING:** It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details see: Title 18 U.S. Code Section 1001 and Section 1010.


21 Whitney Ave

"Existing Floor Plan"



$\frac{1}{4}$ " scale

## **2 Effort and Cost**

### **2.1 Total Estimated Price: \$12,325.00<<**

- This bid includes all materials needed to complete the work requested.
- Estimated costs will include any material pick-up and dump charge.
- Work day begins when departing from home base.

### **2.1a Cost Breakdown:**

- Crossworks estimated Labor: \$3,520.00
- Materials for remodel: \$1,200.00
- Electrical work: \$2,400.00
- Plumbers work: \$3,300.00
- Drywall taper: \$1,905.00

### **2.2 Invoicing Schedule**

- 1<sup>st</sup> Payment of \$3,500.00 to be made when job begins.
- 2<sup>nd</sup> Payment of \$3,000.00 when plumbing & electrical has been roughed in.
- 3<sup>rd</sup> Payment of \$2,800.00 when all drywall patch work has been completed.
- 4<sup>th</sup> Payment of \$2,020.00 when bathroom fixtures have been installed and finish electrical work completed.
- Final payment of \$1,005.00 when all work listed in work details has been completed.

### **2.3 Project Schedule**

- Upon signing of contract, the project will be scheduled to start on May 16th and be completed on the projected date of June 1<sup>st</sup>.

# 1 Project Description

## 1.1 Description of Scope

This project will involve the remodeling of a: **2 bedrooms, closet, and creating a bathroom**

The project will include the following standard procedures:

- Responsible for providing all materials needed, removal of all debris from premises, while maintaining a clean environment within the work space.

### Work details by Contractor

- Remove 12' wall and do patch work accordingly to floor and ceilings
- Seal off door into room with window, sheetrock both sides
- Remove baseboard throughout for electrical work
- Take down closet shelving in both closets [something you could do actually]
- Punch hole in closet wall and create opening into other half of 3<sup>rd</sup> floor
- Open up pipe chase for plumbing work and re-frame accordingly.
- Remove window, frame in opening and patch outside siding and interior wall to that location
- Take down ceiling for new ceiling fan in what will be the new bathroom area
- Take up floor boards for plumbing work in the new bathroom
- Frame new bathroom wall , insulate, and sheetrock both sides.
- Re-install floorboards after plumbing is complete and install a ½" AC fir subfloor for stick-on tile flooring.
- Install solid lauan bathroom door.
- Re-install any baseboard removed for electrical work.
- Patch all areas to ceiling or walls where need be and skim coat ready for paint
- Install shower, single vanity/sink assembly, new toilet, towel bars and medicine cabinet, and space heater.
- Re-install any closet shelving in hall area connecting both living spaces .
- Install 1 existing door slab to second floor door opening and close off two other door openings and insulate.

### 1.1a Additional Work/Extras

- Any work requested to be done which is not listed in the work details above will be considered an "extra" and an estimate of cost for materials and labor will be provided within a 24 hr period. If approved by homeowner, work will be done to coincide with existing schedule and a submission for payment will be made in conjunction with the next scheduled payment.

HEREBY CERTIFY TO Old Port Title Co.  
Mortgage Network, Inc. and its Title Insurer

Portland, Maine

Inspection Date: 04-03-12

Scale: 1" = 20'

The monumentation is ~~not~~ in harmony with  
current deed description.

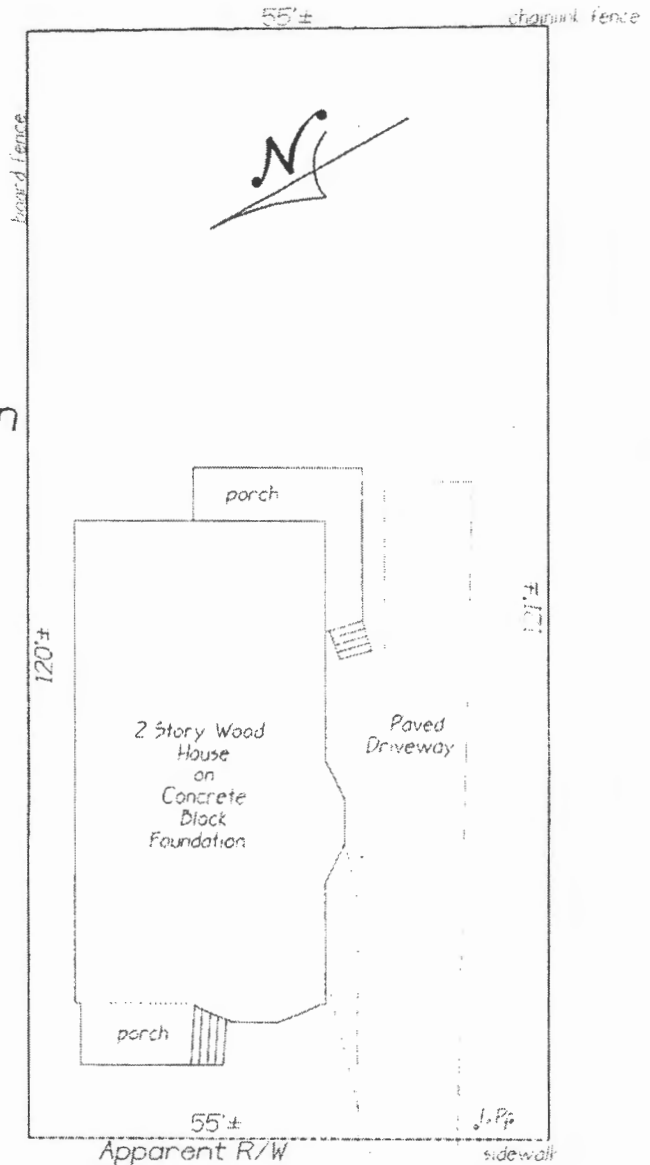
The building setbacks are ~~not~~ in conformity  
with town zoning requirements. "Grandfathered"

The dwelling does not ~~appear to~~ fall within the  
special flood hazard zone as delineated by the  
Federal Emergency Management Agency.

The land does not ~~appear to~~ fall within the  
special flood hazard zone as indicated on  
community-panel # 230051 0013 B.

BUYER: Joseph Riley

SELLER: Deirdre Stedman Nielsen



Congress Street  
Whitney Avenue  
(bituminous)

THIS PROPERTY IS SUBJECT TO ALL  
RIGHTS AND EASEMENTS OF RECORD.  
THOSE THAT ARE EVIDENT ARE SHOWN.

THIS PLAN MIGHT NOT REVEAL  
CONFLICTS WITH ADJUTING DEEDS.

**Bruce R. Bowman**  
INCORPORATED  
184 John Small Road  
Sebeague Island, Maine 04017  
Phone: (207) 846-1663  
Fax: (207) 846-1664



PLAN BOOK 10 PAGE 113 LOT 2  
DEED BOOK 21953 PAGE 226 COUNTY Cumberland

THIS PLAN IS NOT FOR RECORDING Drawn by: BEA

Utility Pole