

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that JOHN W SOMMER

Located At 51 GARRISON ST

Job ID: 2012-10-5196-CH OF USE

CBL: 212- B-003-001

has permission to COU from Single Family to SF w/Home Occupancy 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

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.**

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

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Director of Planning and Urban Development
Jeff Levine

Job ID: 2012-10-5196-CH OF USE

Located At: 51 GARRISON ST

CBL: 212- B-003-001

Conditions of Approval:

Zoning

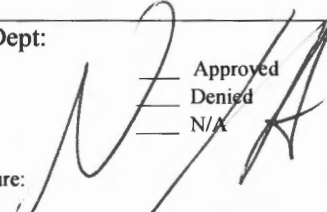
1. During its existence, all aspects of the Home Occupations criteria, Section 14-410, shall be maintained.

Building

This is a Change of Use ONLY permit. It does NOT authorize any construction activities.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2012-10-5196-CH OF USE	Date Applied: 10/16/2012	CBL: 212- B-003-001	
Location of Construction: 51 GARRISON ST	Owner Name: JOHN & LORRI SOMMER	Owner Address: 51 GARRISON ST PORTLAND, ME 04102	Phone: 207-450-8934
Business Name:	Contractor Name: N/A	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: CHUSE-HO - Home Occupancy	Zone: R-2
Past Use: Single family	Proposed Use: Change of use from single family to single family with bookkeeping as a home occupation – no construction	Cost of Work:	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: R-3 Type: SB TRC 09
Proposed Project Description: COU to SF w/ bookkeeping as Home Occupation		Signature:  Pedestrian Activities District (P.A.D.)	
Permit Taken By: Brad		Zoning Approval	

<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>Special Zone or Reviews</p> <p><input checked="" type="checkbox"/> Shoreland property vln <i>but base is not</i></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: <i>OK w/ condition 10/17/12 ABM</i></p>	<p>Zoning Appeal</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>Historic Preservation</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>
	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

Brett 8748703

R-2 part of property in standard - have it not

Extend 10/17/12 (78)



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.

2012 - 10-5196 - COU

Map# 212, 217

Location/Address of Construction: <u>51 Garrison St.</u>	
Total Square Footage of Proposed Structure/Area <u>4 sq ft</u>	Square Footage of Lot <u>38,492 sq ft</u> , <u>.883 acres</u>
Tax Assessor's Chart, Block & Lot <u>212 B349</u> Chart# <u>440</u> Block# <u>411</u> Lot# <u>212 B003</u> Parcel Map# <u>440</u> Parcel Index# <u>R55W</u> Grid <u>E4NE</u>	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Lorri Sommer</u> Address <u>51 Garrison St.</u> City, State & Zip <u>Portland, ME 04102</u>
Telephone: <u>207-450-8934</u>	
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip
	Cost Of Work: \$ <u>n/a</u> C of O Fee: \$ <u>75</u> Cost of occupancy? Total Fee: \$ <u>change of use \$150</u>
Current legal use (i.e. single family) <u>single family</u>	
If vacant, what was the previous use?	
Proposed Specific use: <u>Home Occupation</u>	
Is property part of a subdivision? <u>No</u> If yes, please name	
Project description: <u>Bookkeeping Business</u>	
Contractor's name: <u>n/a</u>	
Address:	
City, State & Zip <u>OCT 16 2012</u>	Telephone:
Who should we contact when the permit is ready: <u>Lorri Sommer</u>	Telephone: <u>207-450-8934</u>
Mailing address: <u>51 Garrison St - Portland, ME 04102</u>	

Total \$225

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

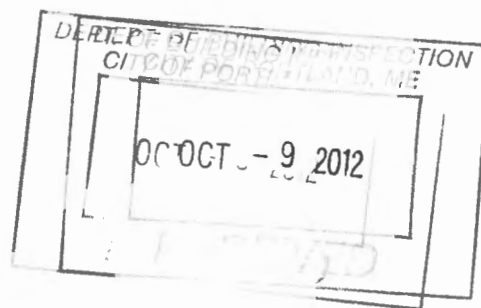
In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, 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: Lorri Sommer Date: 10/5/12

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

Lorri W. Sommer
51 Garrison St.
Portland, ME 04102
(207)450-8934



Ms. Marge Schmuckal
Zoning Administrator
Department of Urban Development City of Portland
389 Congress Street
Portland, Maine 04101

October 5, 2012

Dear Ms. Schmuckal:

I am requesting a permit to allow me the use of my residence at 51 Garrison Street for a home occupation. I intend to serve as a bookkeeper for local area small businesses, a business not significantly different from Accountant, an acceptable home occupation listed under item (2) of Section 14-410 of the Portland Zoning Ordinance. The following is an explanation of how my home occupation meets the criteria listed under item (1) of the same.

- ✓ 1. My home occupation will occupy approximately 4 square feet (less than .5%) of floor area of the residence. I do not have a home office. All work will be performed on a laptop computer and cell phone. Files are stored on the same laptop computer and USB thumb drives. I will also occasionally use a printer located in the living room of my home.
- ✓ 2. No goods will be stored displayed or be visible from outside the residence.
- ✓ 3. Storage of the material necessary to perform my occupation are minimal and included in the square feet of floor space indicated above.
- ✓ 4. There will be no external signage related to my home occupation .
- ✓ 5. No exterior alterations to the residence are necessary.
- ✓ 6. Since I will not be meeting clients at my residence, no additional parking is necessary.
- ✓ 7. No objectionable effects will result from my home occupation.
- ✓ 8. I will not require the services of any employees.
- ✓ 9. Since I will not be meeting clients at my residence, no additional traffic will be generated by my home occupation.

10. No vehicles even nearing a gross vehicle weight of 6,000 pounds are necessary for my home occupation.

As you can see, my home occupation is a secondary and incidental use of my residence. The external activity level and impact is negligible and in keeping with the residential character of the neighborhood.

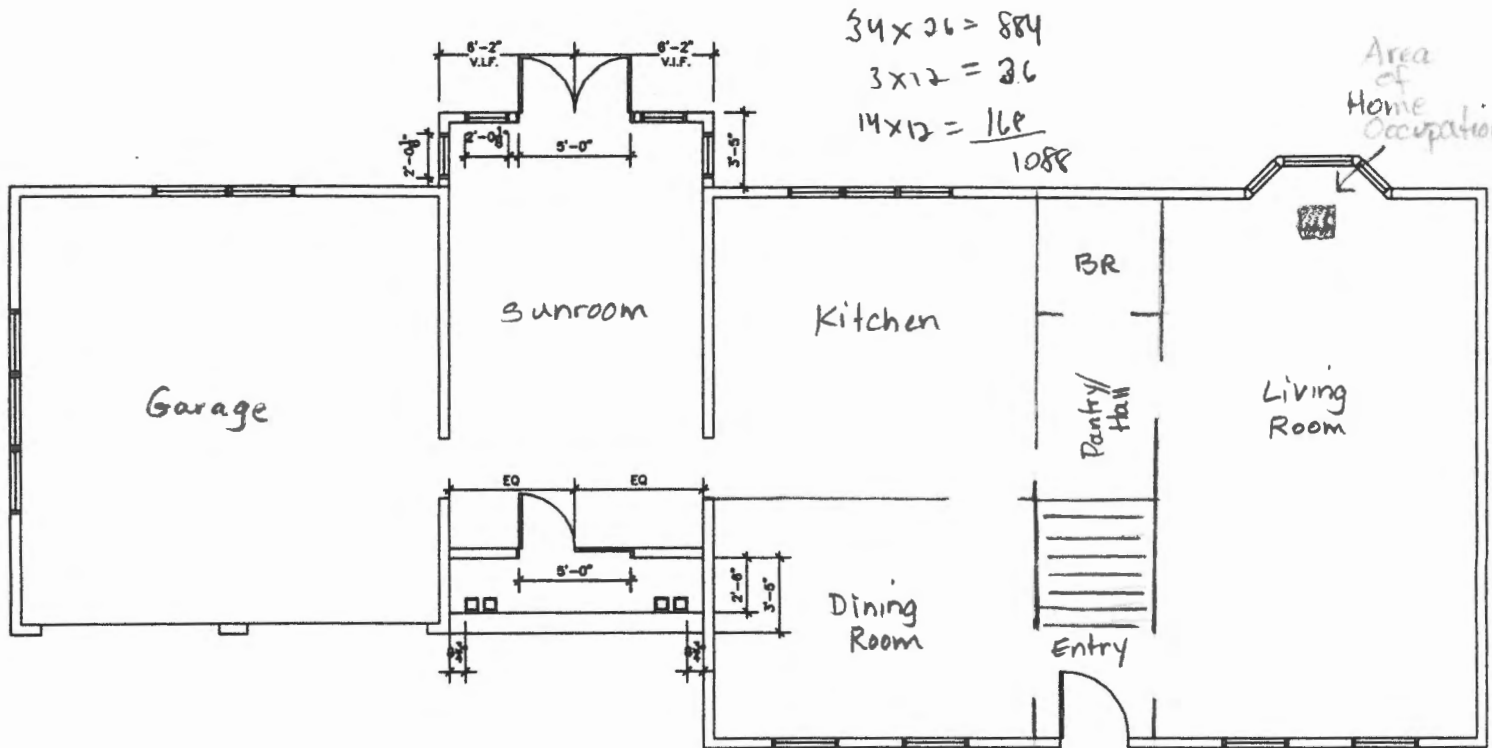
Attached you will find a copy of a floor plans showing my entire dwelling and area of the home occupation space, as well as a City of Portland plot map indicating the approximate footprint of 51 Garrison Street structures and driveway.

Sincerely,

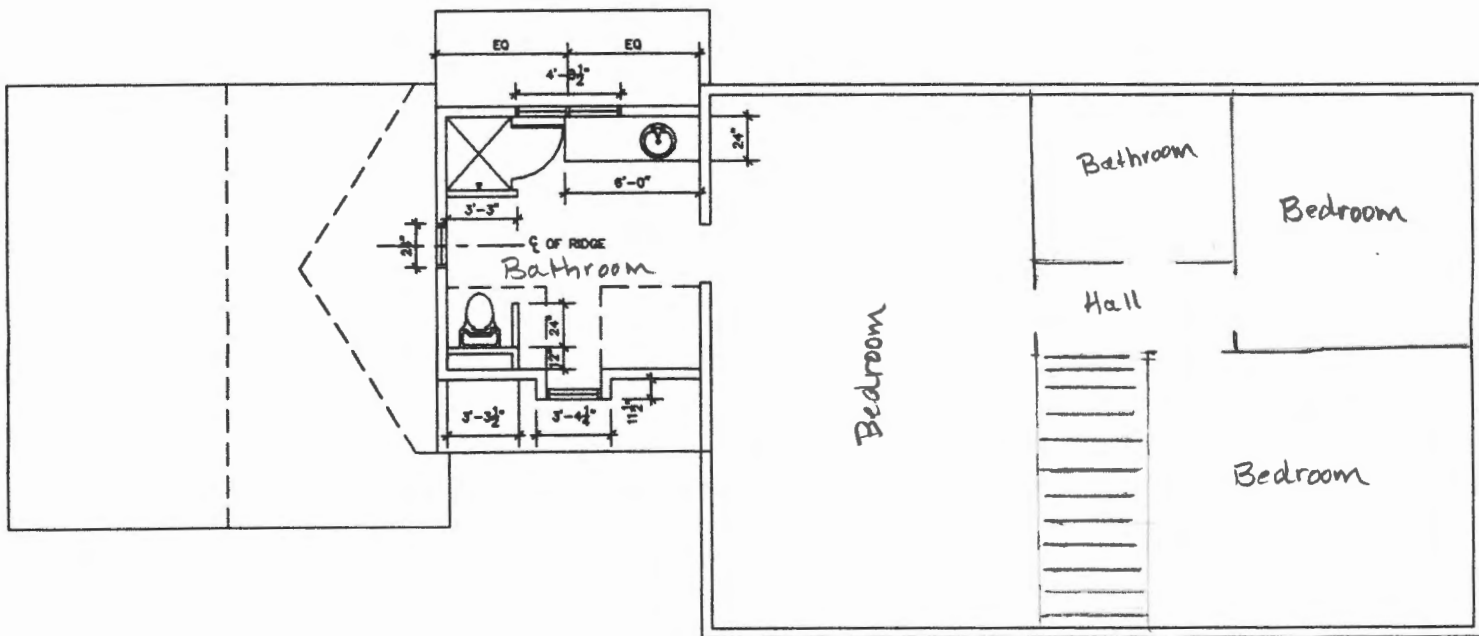
A handwritten signature in cursive script that reads "Lorri W. Sommer". The signature is written in black ink and is positioned above the printed name.

Lorri W. Sommer

51 Gamison St, Portland, ME



1 FIRST FLOOR PLAN
 BLA SCALE: 1/4" = 1'-0"



$34 \times 26 = 884$
 $14 \times 12 = 168$
 1052

2140ϕ total
 $\frac{4}{2140} = .001\% \text{ (OK)}$

2 SECOND FLOOR PLAN
 BLA SCALE: 1/4" = 1'-0"



El Capitan
Shed House
D. J. ...



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Receipts Details:

Tender Information: Check , Check Number: 2005

Tender Amount: 225.00

Receipt Header:

Cashier Id: bsaucier

Receipt Date: 10/17/2012

Receipt Number: 49330

Receipt Details:

Referance ID:	8400	Fee Type:	BP-C of O
Receipt Number:	0	Payment Date:	
Transaction Amount:	75.00	Charge Amount:	75.00
Job ID: Job ID: 2012-10-5196-CH OF USE - COU from Single Family to SF w/Home Occupancy			
Additional Comments: 51 Garrison			

Referance ID:	8401	Fee Type:	BP-Home
Receipt Number:	0	Payment Date:	
Transaction Amount:	150.00	Charge Amount:	150.00
Job ID: Job ID: 2012-10-5196-CH OF USE - COU from Single Family to SF w/Home Occupancy			