Portland, Maine | Yes. Life's good here.

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/14/17

Permitting and Inspections Department
Michael A. Russell, MS, Director

Demolition of a Structure
Submission Checklist

A permit is required for the demolition of any structure. Permit for interior demolition should be combined with the permit for proposed interior construction (see Submission Requirements for One- and Two-Family Additions and Alterations or Commercial Interior Alterations, as appropriate).

All applications for demolition of a structure shall include the following:

- ☐ **Demolition of a Structure Submission Checklist** (this form)
- ☐ **General Building Permit Application**
- ☐ **Completion of the Demolition Call List** (see attached)
- ☐ **Copies of written notices to property owners** of all abutting lots (see Tax Assessor's office for name and address of owner of record)
- ☐ **A photo of the structure to be demolished**
- ☐ **A plot plan or site plan** of the property showing the shape and dimension of the lot, footprint of all existing structures and structure(s) to be demolished including distance from property lines and the location and dimension of all parking areas and driveways
- ☐ **Certification from an asbestos abatement company**, if required (See attached information regarding asbestos demolition.)

Work may not commence until the permit is issued.

Portland, Maine — Yes. Life's good here.

Permitting and Inspections Department
Michael A. Russell, MS, Director

2017.00899

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/14/17

General Building Permit Application

Project Address: 23 orono Rd Portland ME

Tax Assessor's CBL: _____ _____ _____ **Cost of Work: $**_____
Chart # Block # Lot #

Proposed use (e.g., single-family, retail, restaurant, etc.): school

Current use: school **Past use, if currently vacant:** _____

☑ **Commercial** ○ **Multi-Family Residential** ○ **One/Two Family Residential**

Type of work (check all that apply):

☐ New Structure	☐ Fence	☐ Change of Ownership - Condo Conversion
☐ Addition	☐ Pool - Above Ground	☐ Change of Use
☐ Alteration	☐ Pool - In Ground	☐ Change of Use - Home Occupation
☐ Amendment	☐ Retaining Wall	☐ Radio/Telecommunications Equipment
☐ Shed	☐ Replacement Windows	☐ Radio/Telecommunications Tower
☑ Demolition - Structure	☐ Commercial Hood System	☐ Tent/Stage
☐ Demolition - Interior	☐ Tank Installation/	☐ Wind Tower
☐ Garage - Attached	☐ Replacement Tank Removal	☐ Solar Energy Installation
☐ Garage - Detatched		☐ Site Alteration

Project description/scope of work (attach additional pages if needed):

Entire building to be demolished in two phases

Applicant Name: _____ **Phone:** (_____) _____ - _____

Address: _____ **Email:** _____

Lessee/Owner Name (if different): _____ **Phone:** (_____) _____ - _____

Address: _____ **Email:** _____

Contractor Name (if different): New Hampshire Demolition **Phone:** (603) 641 - 1111

Address: 792 Londonderry Turnpike Auburn, NH 03032 **Email:** laura@nhdemolition.com

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: _____ Date: _____

This is a legal document and your electronic signature is considered a legal signature per Maine state law.

Review of this application will not begin until the permit payment is received. This is not a permit. Work may not commence until the permit is issued.

Portland, Maine Yes. Life's good here.

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/14/17

Permitting and Inspections Department
Michael A. Russell, MS, Director

Electronic Signature and Fee Payment Confirmation

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

- Electronic check or credit card: portlandmaine.gov/payyourpermit
- Over the phone at (207) 874-8703
- Drop off to Room 315, City Hall
- Mail to:

City of Portland
Permitting and Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. Work may not commence until permit is issued.

Applicant Signature: Laura Walters Date: 05/17/2017

I have provided electronic copies and sent them on: Date:_____

NOTE: All electronic paperwork must be delivered to permitting@portlandmaine.gov or with a thumb drive to the office.

If you or the property owner owes taxes or user charges on property within the City, payment arrangements must be made before a permit application is accepted.

Portland, Maine — Yes. Life's good here.

Permitting and Inspections Department
Michael A. Russell, MS, Director

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/14/17

Demolition Call List & Requirements

Site Address: 23 Orono Rd Portland ME **Owner:** _____

Structure Type: School **Contractor:** New Hampshire Demolition

Utility Approvals	Phone #	Contact Name	Date
Central Maine Power	1-800-750-4000		
Unitil	866-933-3821		
Portland Water District	761-8310		
Dig Safe	1-888-344-7233	#20172010107	

Note: After calling Dig Safe, you must wait 72 business hours before digging can begin.

DEP – Environmental (Augusta)	287-2651		
City of Portland:			
DPW - Traffic Division	874-8891		
DPW - Sealed Drain Permit	874-8822		
Historic Preservation	874-8726		

U.S. EPA Region 1 – No Phone call required. Just mail copy of State Asbestos Building Demolition Notification to:

Demo / Reno Clerk
US EPA Region I (SEA)
JFK Federal Building
Boston, MA 02203

I have contacted all of the necessary companies and departments as indicated above and attached all required documentation.

Signed: _____ **Date:** _____

This is a legal document and your electronic signature is considered a legal signature per Maine state law.

For more information or to download this form and other permit applications visit the Permitting and Inspections Department on our website at www.portlandmaine.gov/1728/Permitting-Inspections.