

**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: 384 Ludlow St		Owner: Dawson, ERin		Phone:		Permit No: <b>971252</b>	
Owner Address: SAA Ptld, ME 04102		Lessee/Buyer's Name:		Phone: 773-2984		BusinessName:	
Contractor Name:		Address:		Phone:		Permit Issued: <b>PERMIT ISSUED</b> NOV 18 1997	
Past Use: 1-fam		Proposed Use: Same w/Home Occ		COST OF WORK: \$		PERMIT FEE: \$ 25.00	
Proposed Project Description:  Change Use/Home Occupation - Architectural designer <i>OK on H.O. List</i>		FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		INSPECTION: Use Group <i>93</i> Type: <i>53</i>		Zone: <i>2-3</i> CBL: 286-E-012	
		Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>		Zoning Approval: <i>OK with conditions</i>	
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: Approved <input type="checkbox"/> Approved with Conditions: <input type="checkbox"/> Denied <input type="checkbox"/>		Signature: _____ Date: _____		Special Zone or Reviews: <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan maj <input type="checkbox"/> minor <input type="checkbox"/> mm <input type="checkbox"/>	
Permit Taken By: Mary Gresik		Date Applied For: 07 November 1997		Zoning Appeal <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			

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 information may invalidate a building permit and stop all work..

**PERMIT ISSUED WITH REQUIREMENTS**

**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 provisions of the code(s) applicable to such permit

SIGNATURE OF APPLICANT <i>[Signature]</i>		ADDRESS:		DATE: 07 November 1997		PHONE:	
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE Joseph Chalot						PHONE:	

**Historic Preservation**  
 Not in District or Landmark  
 Does Not Require Review  
 Requires Review

**Action:**  
 Approved  
 Approved with Conditions  
 Denied

Date: *11/10/97*  
*[Signature]*

CEO DISTRICT **A**  
*A. Powers*

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Contractor Name:		Address:		Phone:			
Past Use: 1-fam		Proposed Use: Same w/Home Occ		COST OF WORK: \$			PERMIT FEE: \$ 25.00
Proposed Project Description: Change Use/Home Occupation - Architectural designer OK on 11.0.97				FIRE DEPT. <input type="checkbox"/> Approved <input type="checkbox"/> Denied		INSPECTION: Use Group <i>R3</i> Type <i>5/2</i>	
				Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>	
Permit Taken By: Mary Gresik				Date Applied For: 07 November 1997			

**PERMIT ISSUED**  
NOV 18 1997  
CITY OF PORTLAND  
Zone: CBL  
286-E-017

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)  
Action:  Approved  
 Approved with Conditions  
 Denied  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Approval:  
*OK with condition*  
**Special Zone or Reviews:**  
 Shoreland  
 Wetland  
 Flood Zone  
 Subdivision  
 Site Plan maj  minor  mm

**Zoning Appeal**  
 Variance  
 Miscellaneous  
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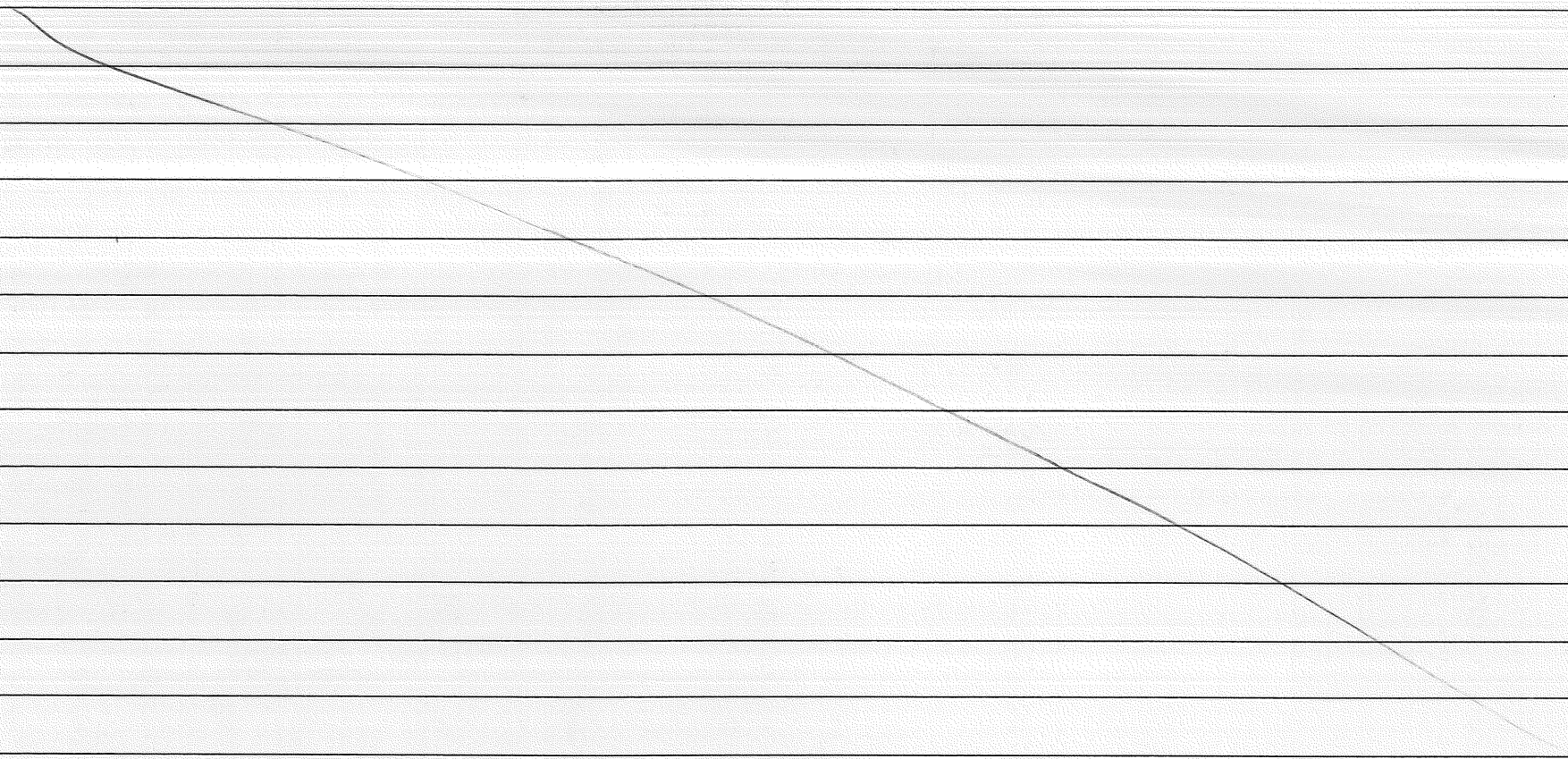
*Joseph Chalot*  
SIGNATURE OF APPLICANT **Joseph Chalot** ADDRESS: \_\_\_\_\_ DATE: 07 November 1997 PHONE: \_\_\_\_\_

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE \_\_\_\_\_ PHONE: \_\_\_\_\_

CEO DISTRICT **4**

COMMENTS

11/24/97 Need to contact owner to set up appt. for inspection  
11-25-97 7:17am message on machine. NEVER get'd call.



**Inspection Record**

Type	Date
Foundation: _____	_____
Framing: _____	_____
Plumbing: _____	_____
Final: _____	_____
Other: _____	_____



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

LOCATION 384 Ludlow St (286-E-012)

Issued to Erin Dawson

Date of Issue 03 February 1998

This is to certify that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No. 971252, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Entire

Single Family Dwelling  
w/Home Occupation

Limiting Conditions:

Architectural Designer

This certificate supersedes  
certificate issued

Approved:

2/3/98 [Signature]

(Date)

Inspector

[Signature]

Inspector of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

LAND USE - ZONING REPORT

ADDRESS: 384 Ludlow St DATE: 11/14/97

REASON FOR PERMIT: Change of use to allow a home occ. for Architectural Designer

BUILDING OWNER: Erin Dawson C-B-L: 286-E-12

PERMIT APPLICANT: Josef Chzlat

APPROVED: with conditions DENIED: \_\_\_\_\_

#1 & #7

CONDITION(S) OF APPROVAL

1. During its existence, all aspects of the Home Occupation criteria, Section 14-410, shall be maintained.
2. The footprint of the existing \_\_\_\_\_ shall not be increased during maintenance reconstruction.
3. All the conditions placed on the original, previously approved, permit issued on \_\_\_\_\_ are still in effect for this amendment.
4. Your present structure is legally nonconforming as to rear and side setbacks. If you were to demolish the building on your own volition, you will not be able to maintain these same setbacks. Instead you would need to meet the zoning setbacks set forth in today's ordinances. In order to preserve these legally non-conforming setbacks, you may only rebuild the garage in place and in phases.
5. This property shall remain a single family dwelling. Any change of use shall require a separate permit application for review and approval.
6. Our records indicate that this property has a legal use of \_\_\_\_\_ units. Any change in this approved use shall require a separate permit application for review and approval.
7. Separate permits shall be required for any signage under home occup. guidelines
8. Separate permits shall be required for future decks and/or garage.
9. Other requirements of condition \_\_\_\_\_

Marge Schmuckal

Marge Schmuckal, Zoning Administrator,  
Asst. Chief of Code Enforcement

# AZIMUTH DESIGN

Designs for Custom Homes & Additions

November 07, 1997

Marge Schmuckal  
Asst. Chief, Inspection Services Division  
City of Portland,  
Portland Maine

RE Home Occupation

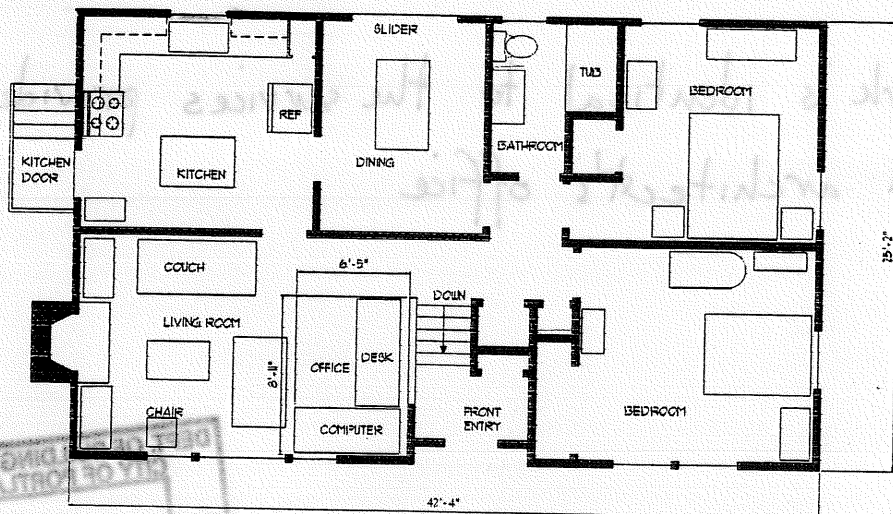
Dear Ms. Schmuckal,

I would like to obtain a permit to use approximately 60 s.f. of my residence as an office in which to conduct the business of my company, Azimuth Design, for which I am the sole proprietor. My business provides the following services:

Designs for new homes and additions to existing homes.  
Drafting for Architects, Contractors.

My work is done primarily on a computer. The house is owned by my wife. I have reviewed section 14-140 of the Portland Zoning Ordinance and I believe that I fully comply with all items.

Following is a floor plan of the main living area of our house. The house is a raised ranch with a partially finished basement. As you can see, the office area takes up approximately 60 square feet of the 1050 square feet footprint which is well within the allowable square footage.



Please let me know how to proceed with obtaining a permit. Thanks in advance for your assistance

Josef Chalot

## Section 14-410

- (1) a) The office area will occupy 60 square feet of space which is less than the 500 square feet allowable
- b) No outside storage required
- c) N.A.
- d) Sign is not planned, however if a sign is planned it will comply
- e) N.A.
- f) No additional parking required
- g) N.A.
- i) N.A.
- j) N.A.
- (2) My work is identical to the services provided by an architect's office

