

BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 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.

- Footing/Building Location Inspection: Prior to pouring concrete
- NA Re-Bar Schedule Inspection: Prior to pouring concrete
- Foundation Inspection: Prior to placing ANY backfill
- Framing/Rough Plumbing/Electrical: Prior to any insulating or drywalling
- 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.

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.

_____ CERTIFICATE OF OCCUPANCIES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED

[Signature]
Signature of Applicant/Designee

11/17/05
Date

[Signature]
Signature of Inspections Official

11/17/05
Date

CBL: 342-B-31

Building Permit #: 05-1501

342-B-31

05-1500

874-8716 FAX #



Titcomb Associates

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Land Planning

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Thursday, November 17, 2005

Kevin Carroll
Code Enforcement Officer
City of Portland
389 Congress St.
Portland, ME 04101

VIA FAX : (207)874-8716

Re: Lots 13, 14 and 16, Ruby Lane, Portland

Dear Mr. Carroll:

This letter will confirm that Titcomb Associates has staked out the location for the buildings on Lot 13, Lot 14 and Lot 16, Ruby Lane, in accordance with the location shown on the development plan prepared by Deluca-Hoffman Engineers.

The building locations are in compliance with the City of Portland Setback Requirements. The building location is based on established property pins.

Please call if you have any further questions.

Sincerely,

David R Enberg
PLS #2204

cc: Dwight Brackett

Post-it® Fax Note	7671	Date	11-17	# of pages	1
To	KEVIN CARROLL	From	DAVID ENBERG		
Co./Dept.		Co.	TITCOMB		
Phone #		Phone #			
Fax #		Fax #			