#### DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



This is to certify that ANTHONY KOSTOPOULOS

Job ID: 2012-10-5099-CH OF USE

Located At 5 BRAMBLEWOOD DR

CBL: 377- E-006-001

has permission to CofU Home Occupation; day care; NO construction

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues 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.

Certificate of Occupancy 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.

Job ID: 2012-10-5099

5 Bramblewood Drive

377-E-006-001

#### Revised Zoning Conditions – 12/11/12

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

2. With the issuance of this permit and the certificate of occupancy, this property shall remain a single family dwelling with a daycare as a home occupation for a maximum of 6 children plus two children after school. Any change of use shall require a separate permit application for review and approval.

3. This permit is being approved with the condition that the second kitchen in the dwelling be removed before the certificate of occupancy is issued. There may only be one kitchen in the building. See letter dated October 11, 2012. <a href="Interpretation Appeal was granted on December 6, 2012 to allow the second kitchen for the home occupation">Interpretation Appeal was granted on December 6, 2012 to allow the second kitchen for the home occupation. (amachado)</a>



Strengthening a Remarkable City, Building a Community for Life . www.portlandmaine.gov

Director of Planning and Urban Development Jeff Levine

Job ID: 2012-10-5099-CH OF USE Located At: 5 BRAMBLEWOOD DR CBL: 377- E-006-001

#### **Conditions of Approval:**

#### Zoning

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  Interpretation Appeal was sanded Dec. 6, 2012 to allow the second Kitchen for the home occupation. It is not a second dwelling with ABM

#### Building

- 1. Application approval based upon information provided by the applicant or design professional. Any deviation from approved plans requires separate review and approval prior to work.
- 2. This is a Change of Use ONLY permit. It does NOT authorize any construction activities.
- Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
- 4. This permit is approved for compliance with the City of Portland zoning ordinance for home occupation, and the State of Maine adoption of MUBEC, as revised. This designates the State Fire Marshal and DHHS to regulate compliance of this structure for the proposed Family Child Care Provider.
- 5. A copy of the approved DHHS license shall be submitted to this office prior to the issuance of the Certificate of Occupancy.

Fire

Installation shall comply with City Code Chapter 10.

All construction shall comply with City Code Chapter 10. Permit is for demolition only. Any construction will require a separate permit.

All construction shall comply with City Code Chapter 10.



Strengthening a Remarkable City, Building a Community for Life . www.portlandmaine.gov

Director of Planning and Urban Development Jeff Levine

Job ID: 2012-10-5099-CH OF USE Located At: 5 BRAMBLEWOOD DR CBL: 377- E-006-001

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http://www.portlandmaine.gov/citycode/chapter010.pdf

Shall meet requirements of 2009 NFPA 101 Chapter 16 New Day Care Occupancies

Meet requirements of State Fire Marshall.

Link for State Fire Marshall Day Care & Nursery school Regulations http://www.maine.gov/dps/fmo/inspections/nursery.html

All construction shall comply with City Code Chapter 10.

Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit and on the same circuit as the lighting for the area they serve.

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

Job No: 2012-10-5099-CH OF USE	Date Applied: 10/2/2012		CBL: 377- E-006-001			
Location of Construction: 5 BRAMBLEWOOD DR	Owner Name: ANTHONY KOSTOPOU	LOS	Owner Address: 5 BRAMBLEWOOD PORTLAND, ME 04			Phone: 207-838-9300
Business Name:	Contractor Name: N/A		Contractor Addre	ess:		Phone:
Lessee/Buyer's Name:	Phone:		Permit Type: BLDG - Building			Zone: R-3
Past Use: Single family	Proposed Use:  Single family home w daycare of up to six cl two after school child home occupation – no construction	nildren and ren as a	Cost of Work:  Fire Dept:	Approved Denied NA	11-8-12	CEO District:  Inspection: Use Group: R-3 Type: SV3  MUSE OG Signature:
Proposed Project Description CofU Home Occupancy; day care	:		Pedestrian Activi	ties District (P.A.D		10/23/12
Permit Taken By: Brad				Zoning Approv	/al	
<ol> <li>This permit application d Applicant(s) from meetin Federal Rules.</li> <li>Building Permits do not i septic or electrial work.</li> <li>Building permits are voic within six (6) months of the False informatin may invited permit and stop all work.</li> </ol>	nclude plumbing,  I if work is not started the date of issuance.	Shorelan Wetlands Flood Zo Subdivisi Site Plan Maj	min _ MM  whood for 12 them	Zoning Appeal  Variance  Miscellaneous  Conditional Use  Interpretation  Approved  Denied  Date:	Does not F	st or Landmark Require Review Review
hereby certify that I am the owner of reme owner to make this application as his application is issued, I certify that the	s authorized agent and I agree	to conform to	all applicable laws of th	nis jurisdiction. In addit	ion, if a permit for wor	rk described in

11 to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE O	OF WORK, TITLE	DATE	PHONE

## CITY OF PORTLAND, MAINE ZONING BOARD OF APPEALS

Philip Saucier Sara Moppin-secretary Gordon Smith-chair Mark Bower William Getz

December 11, 2012

Gina Kostopoulos 5 Bramblewood Drive Portland, ME 04103

RE:

5 Bramblewood Drive

CBL:

377 E006

ZONE:

R-3

Dear Ms. Kostopoulos,

At the December 6, 2012 meeting, the Zoning Board of Appeals voted 4-0 to grant the Interpretation Appeal overturning the Zoning Specialist's determination that the second kitchen changed the use of the property to a two family. The Board determined that the second kitchen was for the home occupation and that a second kitchen does not automatically trigger a second unit. I am enclosing a copy of the Board's decision.

You will also find an invoice for the fees that are still owed for the processing fee, the legal ad and the notices for the appeal. Please submit your payment on receipt of this invoice.

Appeals from decisions of the Board may be filed in Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

Should you have any questions please feel free to contact me at 207-874-8709.

Yours truly,

Ann B. Machado Zoning Specialist

Cc. file

## CITY OF PORTLAND, MAINE

## **ZONING BOARD OF APPEALS**

## ZONING BOARD APPEAL DECISION

To: City Clerk

From: Marge Schmuckal, Zoning Administrator

Date: December 11, 2012

RE: Action taken by the Zoning Board of Appeals on December 6, 2012.

Members Present: Sara Moppin (secretary), Gordon Smith (chair), Mark Bower, William Getz

and Phil Saucier

Members Absent: none

#### 1. Old Business

#### A. Conditional Use Appeal:

1262-1266 Westbrook Street, Ayumi Horie, buyer, Tax Map 213, Block C, Lot 011, R-2 Residential Zone: The appellant is seeking a Conditional Use Appeal under section 14-78(a)(2) to add an accessory dwelling unit as part of a proposed addition to the existing single family dwelling. Representing the appeal is the buyer. Withdrawn by applicant.

#### 2. New Business

#### A. Interpretation Appeal:

38 Deering Street, LCB38, LLC, owner, Tax Map 047 C017, 40 Deering Street, BWB40, LLC, owner, Tax Map 047 C016, 42 Mellen Street, Jill Babcock, owner, 047 A027, & 235 State Street, PKR42, LLC, Owner, 046 A006, all within R-6 Residential Zone: The appellants are challenging the Zoning Administrator's determination dated October 18, 2012 that the Foundation House properties, owned under several names, do not fall under the use category of a "Sheltered Care Group Home". Representing the appeal is Michael J. Patterson, owner of 42 Deering Street. The Zoning Board of Appeals voted 4-0 to deny the appeal. The Zoning Administrator's determination that the Foundation House properties do not fall under the use category of a "Sheltered Care Group Home" was upheld. Mark Bower had to recuse himself.

#### B. Interpretation Appeal

1-7 Bramblewood Drive, Anthony Kostopoulos, owner, Tax Map 377, Block E, Lot 006, R-3 Residential Zone: The applicant is challenging the Zoning Specialist's determination that a second kitchen with full kitchen facilities in a dwelling unit changes the use of the building from one dwelling unit to two dwelling units by definition. The appellant would like to keep the second kitchen in the lower level of the house to use with her home daycare. Representing the appeal is the owner's wife, Gina Kostopoulos. **The Zoning** 

Board of Appeals voted 4-0 to grant the appeal overturning the Zoning Specialist's determination that a second kitchen changes the use of the property to a two family. Phil Saucier had to recuse himself.

#### C. Disability Variance Appeal:

29-33 Saunders, Elizabeth Pottle, owner, Tax Map 130, Block G, Lot 005, R-5 Residential Zone: The applicant is seeking a disability variance under section 14-473(c)(2) to install a handicap ramp. The appellant is requesting a front setback of 63 inches instead of the average front yard setback of 73 inches [14-120(1)(d)(1)]. Representing the appeal is Dwight Glidden, Independent Living Assistant, Alpha One "Critical Access Program". The Zoning Board of Appeals voted 5-0 to grant the appeal to allow the handicap ramp to be 63 inches from the front property line. D. Variance Appeal:

227-229 York Street, Neil Reiter, leasee, Tax Map 044, Block E, Lot 002, B-1 Neighborhood Business Zone: The applicant is planning to open a restaurant. Three offstreet parking spaces are required. The appellant is requesting a variance to waive the off-street parking requirement. Representing the appeal is the leasee's representative, Stella Hernandez. The Zoning Board of Appeals voted 5-0 to grant the request for a continuance.

#### E. Conditional Use Appeal:

227-229 York Street, Neil Reiter, leasee, Tax Map 044, Block E, Lot 002, B-1 Neighborhood Business Zone: The appellant is seeking a Conditional Use Appeal under section 14-163(a)(1) to open a restaurant. Representing the appeal is the leasee's representative, Stella Hernandez. The Zoning Board of Appeals voted 5-0 to grant the request for a continuance.

#### Enclosure:

Decision for Agenda from December 6, 2012
One DVD
CC: Mark Rees, City Manager
Jeff Levine, AICP, Director Planning & Urban Development
Alex Jaegerman, Planning Division
Mary Davis, Housing and Neighborhood Services Division

2-3

provisions of the codes applicable to this permit.

Signature:

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. -Change Of VK 04103 Location/Address of Construction: 5 Bramblewood Drive Total Square Footage of Proposed Structure/Area Square Footage of Lot Tax Assessor's Chart, Block & Lot Applicant \*must be owner, Lessee or Buyer\* Telephone: Block# Lot# Chart# Name GINA KOSTOPOULOS 6 Address 5 BRAMBEWOOD DR City, State & Zip Portland, ME 04100 Cost Of Owner (if different from Applicant) Lessee/DBA (If Applicable) Work: \$ Cofu C of O Fee: City, State & Zip + CP + CV Corrent legalogie (i.e. single Parily)

If vacant, what was the proposed of Total Fee: \$ Proposed Specific use: \_\_\_\_ Is property part of a subdivision? If yes, please name O WORK Contractor's name: Address: City, State & Zip\_ Telephone: Who should we contact when the permit is ready: Telephone: Mailing address: 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

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

Date:

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

#### Dear Ms. Schmuckal:

I am requesting a permit to allow me to use my residence (5 Bramblewood Drive) for family daycare purposes. I have applied through the State for a license to provide child care to accommodate no more than six(6) children plus two (2) children after school. They have informed me that I would need to obtain an occupation permit through the City of Portland.

- a.) My home daycare will occupy approximately 450 square feet of the residence.
- b.) No goods will be stored displayed or be visible from outside the residence
- c.) Storage for the material necessary to perform my daycare are minimal and included in the 450 square feet mentioned above.
- d.) There will be no external signage related to my daycare.
- e.) No exterior alterations to the residence are necessary.
- f.) My driveway has 7 spaces to park, and I will not need any additional parking.
- g.) Beyond the normal noises of children, there will be no offensive noise, air pollution, odorous matter, or other objectionable effects. The hours of operation will be 7am-5pm, so there will never be noises associated with the daycare at unreasonable times of the day.
- h.) My husband and I will be working directly with the children.
- i.) We live on a busy street corner. My home daycare will not generate a noticeable difference in the traffic pattern.
- j.) No vehicles even nearing a gross vehicle weight of 6,000 pounds are necessary for my home occupation.

This property meets the requirements, as a licensed daycare had been run here previously. The daycare will be a secondary use of the residence. The external activity level and impact is negligible and in keeping the residential character of the neighborhood.

Attached you will find a copy of a floor plan showing my entire dwelling and area of the home daycare.

Thank you for your prompt assistance in this matter,

Gina M Kostopoulos and Anthony A Kostopoulos

207-838-9300

Sin Kortoponfor

207-233-9810

## SKETCH ADDENDUM Borrower or Owner KOSTOPOULOS Property Address 5 Bramblewood Drive City Portland State ME Zip Code 04103

Franklin American Mortgage Company

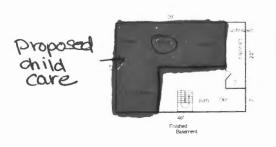
Dring Poor Vitchen Bedroon Biolinons

28' Ab'

Living Room Factor Bedroom Biolinons

1 Using Room Factor Bedroom Biolinons

gange 28'x27'
|sshor.46'x27' = 1242
|ownerfor.-46'x27' = 1242



39×13=507

Comments:

Code Description	ALCULATIONS SUMMAR	Net Totals		reakdo	REA BREAKD own	Subtotals
GGA1 First Floc BSMT Finished Unfinished GAR Garage P/P Wood Deck Porch		1282.0 1242.0 756.0 344.0	First Floor 27.0 1.0 1.0		46.0 19.0 21.0	1242.0 19.0 21.0
Net LIVABLE A	ea (rounded)	1282	3 Items		(rounded)	1282



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

#### Dear Ms. Schmuckal:

I am authorizing my wife (Gina Kostopoulos) to run a family child care in our home at 5 Bramblewood Drive, Portland, Maine 04103. Please contact me with questions or concerns.

Thank you for your attention to this matter,

Anthony A Kostopoulos

207-233-9810



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#### Receipts Details:

Tender Information: Check, Check Number: 306494

Tender Amount: 225.00

Receipt Header:

Cashier Id: bsaucier Receipt Date: 10/2/2012 Receipt Number: 48856

Receipt Details:

Referance ID:	8226	Fee Type:	BP-C of O
Receipt Number:	0	Payment	
		Date:	
Transaction	75.00	Charge	75.00
Amount:		Amount:	

Job ID: Job ID: 2012-10-5099-CH OF USE - CofU Home Occupancy; day care

Additional Comments: 5 Bramblewood

Referance ID:	8227	Fee Type:	BP-Home	
Receipt Number:	0	Payment		
		Date:		
Transaction	150.00	Charge	150.00	
Amount:		Amount:		

Job ID: Job ID: 2012-10-5099-CH OF USE - CofU Home Occupancy; day care

Maine.gov | Department of Public Safety | Fire Marshal's Office | Site Policies

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Consumer Fireworks in

Maine



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Jeff Levine, AICP, Director Marge Schmuckal, Zoning Administrator

October 11, 2012

Gina Kostopoulos 5 Bramblewood Drive Portland, ME 04103

Re: 5 Bramblewood Drive – 377 E006 – R-3 Residential Zone – Permit #2012-10-5099 –daycare as home occupation

Dear Ms. Kostopoulos,

In reviewing your application to add a daycare as a home occupation, I noticed on your floor plans that there are two kitchens in the home, one on the main floor and one on the lower level. Our records show the legal use of the property as a single family home or a single dwelling unit. Section 14-47 defines a dwelling unit as "one (1) or more rooms with private bath and kitchen facilities comprising an independent self-contained dwelling unit". In other words a dwelling unit has one kitchen. A second kitchen in a building changes the use of the building from one dwelling unit to two dwelling units. I have researched our records, and there is no record of a second kitchen being added to the building. Since the use of the building is one dwelling unit, the second kitchen is illegal and needs to be removed.

In our telephone conversations about the second kitchen, you have stated that the kitchen was there when you purchased the property, and your intention is to use it for the daycare you have applied for under a home occupation. Section 14-410 of the ordinance states "the purpose of a home occupation is to allow the secondary and incidental use of a residence for the conduct of appropriate occupations whose external activity levels and impacts are so limited as to be compatible with the residential character of the neighborhood". The key word here is that a home occupation is a secondary use of a residence. A residence is a dwelling unit that has one kitchen. You cannot have a second kitchen for the home occupation because it is not a primary use.

Your application meets all the other criteria for a daycare as a home occupation for six children plus two children after school. I am signing off on the permit for zoning with the condition that the second kitchen needs to be removed before the certificate of occupancy is issued for you to operate a daycare as a home occupation. Section 14-47 of the

ordinance defines kitchen facilities as "facilities used for the preparation of meals, including refrigerators and devices used for the cooking and preparation of food". In one of our telephone conversations you said that there was a full sized refrigerator and a stove in the lower level. These would have to be removed along with any sink and other device used for cooking and preparation of food.

The permit will now be moved forward in the review process to a plan reviewer who looks at the use under building code requirements. They may also contact you if they have any questions.

You have the right to appeal my decision regarding the second kitchen. If you wish to exercise your right to appeal, you have thirty (30) days from the date of this letter in which to appeal. If you should fail to do so, my decision is binding and not subject to appeal. Please contact this office for the necessary paperwork that is required to file an appeal.

Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado Zoning Specialist (207) 874-8709

- 1. During its existence, all aspects of the Home Occupations criteria, Section 14-410, shall be maintained.
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- 3. This permit is being approved with the condition that the second kitchen in the dwelling be removed before the certificate of occupancy is issued. There may only be one kitchen in the building. See letter dated October 11, 2012. <a href="Interpretation Appeal was granted on December 6">Interpretation Appeal was granted on December 6</a>, 2012 to allow the second kitchen for the home occupation.

#### 12-11-12

To: Code Enforcement From : Ann Machado

When the certificate occupancy is issued for this permit can it specify that the second kitchen is for daycare and that the lower level cannot be rented as a separate unit without a change of use permit.

Thanks.

Ann