

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

BUILDING & INSPECTION

## PERMIT

Permit Number: 040223

Please Read Application And Notes, If Any, Attached

This is to certify that Halpin Patricia A /n/a

has permission to Change of Use to Home Occupation.

AT 21 Wakely Ct 372 A007034

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 buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is occupied or closed-in. **48 HOUR NOTICE IS REQUIRED.**

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

**OTHER REQUIRED APPROVALS**

Fire Dept. \_\_\_\_\_

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_  
Department Name

*Jeanie Bourke* 3/16/04  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

**City of Portland, Maine - Building or Use Permit Application**

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

Permit No: 04-0223	Issue Date: MAR 16 2004	CBL: 372 A007034
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Location of Construction: 21 Wakely Ct	Owner Name: Halpin Patricia A	Owner Address: 21 Wakely Ct	Phone: 207-797-2300
Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a Portland	Phone: CITY OF PORTLAND
Lessee/Buyer's Name n/a	Phone: n/a	Permit Type: Change of Use Home Occupation	Zone: R3

Past Use: Single Family	Proposed Use: Single Family / Change of Use; home occupation.	Permit Fee: \$225.00	Cost of Work: \$0.00	CEO District: 5
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Proposed Project Description: Change of Use to Home Occupation. - <i>REAL ESTATE OFFICE</i>	FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: R3 Type: N/A
	Signature:	Signature: <i>JMB 3/16/04</i>

Permit Taken By: gg	Date Applied For: 03/09/2004	<b>Zoning Approval</b>	
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<b>Special Zone or Reviews</b> <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"/> <i>OK with conditions</i> Date: <i>3/12/04</i>	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input checked="" type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date: <i>2/5/04</i>	<b>Historic Preservation</b> <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>[Signature]</i>
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**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

**City of Portland, Maine - Building or Use Permit**

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

<b>Permit No:</b> 04-0223	<b>Date Applied For:</b> 03/09/2004	<b>CBL:</b> 372 A007034
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<b>Location of Construction:</b> 21 Wakely Ct	<b>Owner Name:</b> Halpin Patricia A	<b>Owner Address:</b> 21 Wakely Ct	<b>Phone:</b> 207-797-2300
<b>Business Name:</b> n/a	<b>Contractor Name:</b> n/a	<b>Contractor Address:</b> n/a Portland	<b>Phone:</b>
<b>Lessee/Buyer's Name:</b> n/a	<b>Phone:</b> n/a	<b>Permit Type:</b> Change of Use Home Occupation	

<b>Proposed Use:</b> Single Family / Change of Use; home occupation.	<b>Proposed Project Description:</b> Change of Use to Home Occupation.
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 03/12/2004

**Note:** **Ok to Issue:**

- 1) During its existence, all aspects of the Home Occupations criteria, Section 14-410, shall be maintained.
- 2) Separate permits shall be required for any new signage under the home occupation guidelines.
- 3) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

**Dept:** Building      **Status:** Approved      **Reviewer:** Jeanine Bourke      **Approval Date:** 03/16/2004

**Note:** **Ok to Issue:**

- 1) This approval does not include any construction work, this is only a change of use.

# All Purpose Building Permit Application

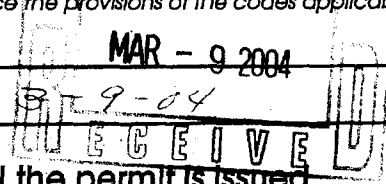
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>21 Wakeley Ck Pittland, Me</u>		
Total Square Footage of Proposed Structure <u>2200 sq ft</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# <u>372</u> Block# <u>A</u> Lot# <u>007034</u>	Owner: <u>Patricia A. Halpin</u>	Telephone: <u>207 797-2300</u>
Lessee/Buyer's Name (If Applicable) <u>X</u>	Applicant name, address & telephone: <u>Patricia A Halpin</u> <u>21 Wakeley Ck Pitt</u> <u>797-2300</u>	Cost Of Work: \$ <u>X HOME DEC. 150.00</u> Fee: \$ <u>105.00</u>
Current use: <u>single family</u>		
If the location is currently vacant, what was prior use: <u>X</u> (approved by ZBA 2/5/04)		
Approximately how long has it been vacant: <u>X</u>		
Proposed use: <u>single family w/home occupation</u>		
Project description: <u>change of use: single family w/home occupation</u>		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>X</u>		
Mailing address:		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. <b>PHONE:</b>		

**IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.**

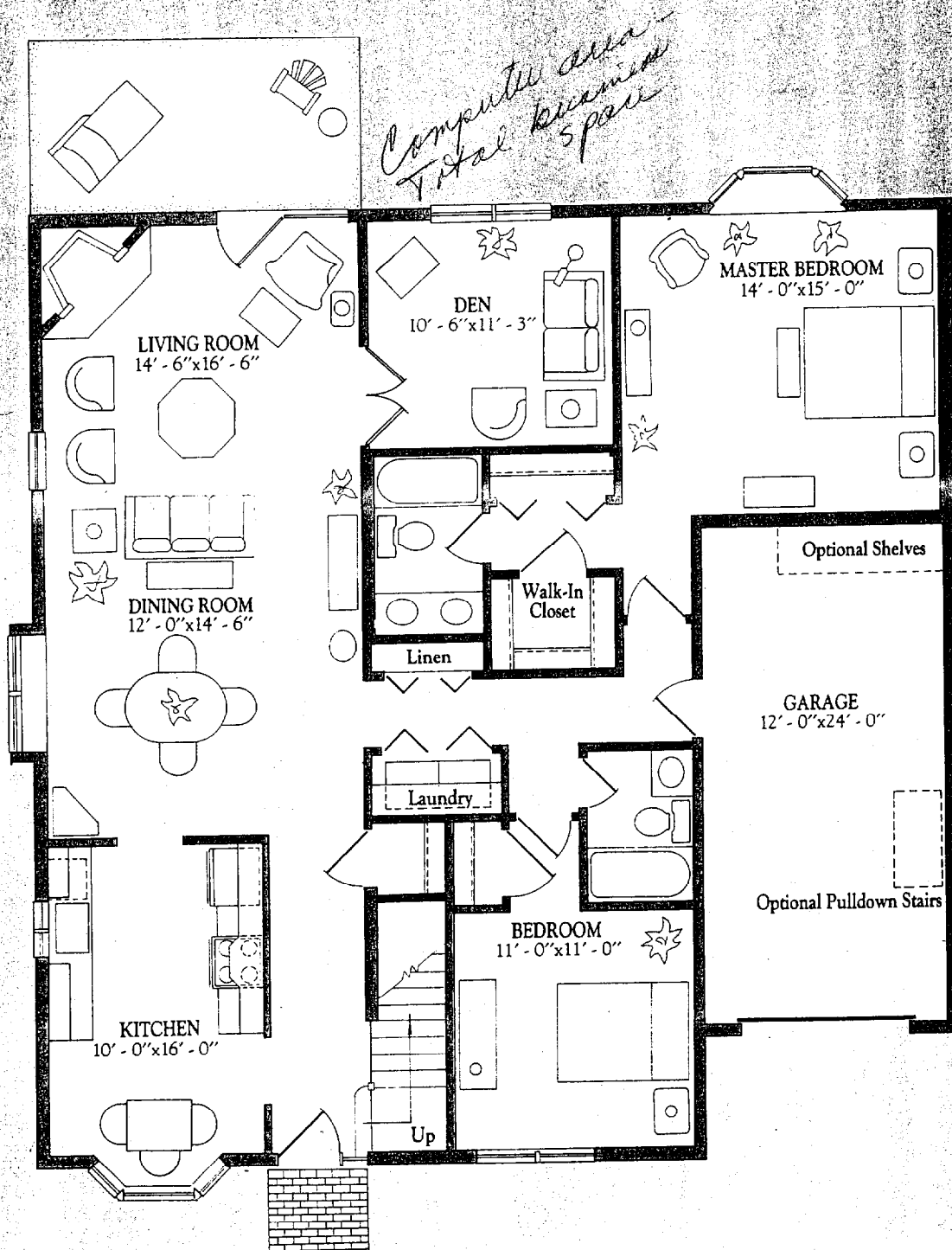
*I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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 of applicant: <u>Patricia A Halpin</u>	Date: <u>3-9-04</u>
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**This is NOT a permit, you may not commence ANY work until the permit is issued.**  
**If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4<sup>th</sup> floor of City Hall**

# FIRST FLOOR PLAN



# CITY OF PORTLAND, MAINE

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## ZONING BOARD OF APPEALS

Patric Santerre, Chair  
Catherine Alexander, Secretary  
Nan Sawyer  
Joe Lewis  
William Hall

February 9, 2004

Patricia Halpin  
21 Wakely Court  
Portland, ME 04103

RE: 21 Wakely Court  
CBL: 372-A-007-034  
ZONE: R-3

Dear Ms. Halpin:

As you know, at its February 5<sup>th</sup>, 2004, meeting, **the Board of Appeals voted 5-0 to approve your Conditional Use Appeal**, to allow your Home Occupation.

Enclosed please find a copy of the Board's decision.

You will need to apply for a Change of Use Building permit, which authorizes the change from a single dwelling unit to a single dwelling unit with Home Occupation. I have enclosed the permit application for your convenience. The permit must be issued before you can make the conversion. Please note that any construction changes you are making as part of your change of use will have to be documented with the application. Existing and proposed floorplans, along with materials lists and construction details will be required at the time of submission. Base fee for a Home Occupation permit is \$150.00, with an additional \$75.00 required for the Certificate of Occupancy. Please note that the Certificate of Occupancy will be in effect for as long as the Home Occupation Use continues, even if there is a change of ownership of your unit.

Should you have any questions please feel free to contact me at 207-874-8701.

Sincerely,

Karen Dunfey  
Inspection Services