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

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 03/31/17

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

General Building Permit Application

Project Address: 53 Summit St Portland ME

Tax Assessor's CBL: _____ _____ _____ **Cost of Work:** $ 12,000
Chart # Block # Lot #

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

Current use: single-family **Past use, if currently vacant:** _____

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

Type of work (check all that apply):

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

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

When we purchased the house (2014), the basement was finished to accommodate a home office for full-time use. (AFTER THE FACT PERMIT Application).

Applicant Name: Katie Schwartz **Phone:** (415) 351 - 8790

Address: 53 Summit St Portland ME 04103 **Email:** katiedschwartz@gmail.com

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

Address: _____ **Email:** _____

Contractor Name (if different): Steve Walker **Phone:** (207) 831 - 3403

Address: _____ **Email:** jfapropertyservices@gmail.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: 3/1/2017

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.

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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: kschwartz@fhi360.org Digitally signed by kschwartz@fhi360.org DN: cn=kschwartz@fhi360.org Date: 2017.03.01 08:23:10 -05'00' Date: 3/1/2017

I have provided electronic copies and sent them on: Date: 3/1/2017

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.