

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

## BUILDING DEPARTMENT

### PERMIT

Permit Number: 090456

Please Read Application And Notes, If Any, Attached

This is to certify that OAKLEY CHERYL J /Robert Thomas  
has permission to Rebuild existing exterior stairs to meet code  
AT 14 RACINE AVE CB# 399 A019001

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 entered by other persons. 24 HOUR NOTICE IS REQUIRED.

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

PERMIT TO WORK

MAY 1 2009

CITY OF PORTLAND

OTHER REQUIRED APPROVALS

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

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

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

Other \_\_\_\_\_

Department Name

*Thomas M. MacKey* 5/19/09  
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:<br>09-0456 | Issue Date: | CBL:<br>399 A019001 |
|-----------------------|-------------|---------------------|

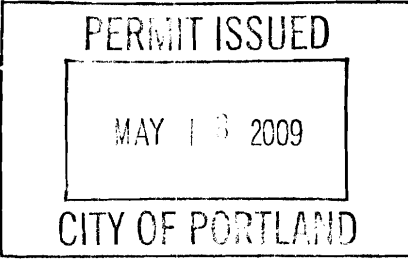
|  |                                   |  |                        |
|--|-----------------------------------|--|------------------------|
| Location of Construction:<br>14 RACINE AVE | Owner Name:<br>OAKLEY CHERYL J    | Owner Address:<br>14 RACINE AVE                    | Phone:<br>207-415-3015 |
| Business Name:                             | Contractor Name:<br>Robert Thomas | Contractor Address:<br>585 Washington Ave Portland | Phone:<br>2074153015   |
| Lessee/Buyer's Name                        | Phone:                            | Permit Type:<br>Alterations - Dwellings            | Zoning<br><b>R3</b>    |

|  |  |  |  |                    |
|--|--|--|--|--------------------|
| Past Use:<br>Single Family Home  | Proposed Use:<br>Single Family Home - Rebuild existing exterior stairs to meet code. | Permit Fee:<br>\$30.00   | Cost of Work:<br>\$450.00  | CEO District:<br>4 |
| Proposed Project Description:<br>Rebuild existing exterior stairs to meet code.  |  | FIRE DEPT:<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied | INSPECTION:<br>Use Group: <b>R3</b> Type: <b>5B</b><br><b>IRC 2003</b> |                    |
|  |  | Signature:   | Signature: <i>Jm</i> 5/14/09   |                    |
| PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)  |  |  |  |                    |
| Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied |  |  |  |                    |
| Signature: _____ Date: _____   |  |  |  |                    |

|                         |                                 |                        |  |  |
|-------------------------|---------------------------------|------------------------|--|--|
| Permit Taken By:<br>lmd | Date Applied For:<br>05/12/2009 | <b>Zoning Approval</b> |  |  |
|-------------------------|---------------------------------|------------------------|--|--|

- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

|   |   |   |
|---|---|---|
| <b>Special Zone or Reviews</b><br><input type="checkbox"/> Shoreland<br><input type="checkbox"/> Wetland <b>OK</b><br><input type="checkbox"/> Flood Zone<br><input type="checkbox"/> Subdivision<br><input type="checkbox"/> Site Plan<br>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/><br>Date: <i>Jm</i> 5/14/09 | <b>Zoning Appeal</b><br><input type="checkbox"/> Variance<br><input type="checkbox"/> Miscellaneous<br><input type="checkbox"/> Conditional Use<br><input type="checkbox"/> Interpretation<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br>Date: _____ | <b>Historic Preservation</b><br><input checked="" type="checkbox"/> Not in District or Landmark<br><input checked="" type="checkbox"/> Does Not Require Review<br><input type="checkbox"/> Requires Review<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Approved w/Conditions<br><input type="checkbox"/> Denied<br>Date: <i>Jm</i> |
|---|---|---|



**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 |



# 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.

|  |  |   |
|--|--|---|
| Location/Address of Construction:  |  |   |
| Total Square Footage of Proposed Structure/Area  | Square Footage of Lot  | Number of Stories   |
| Tax Assessor's Chart, Block & Lot<br>Chart#      Block#      Lot#<br>399      A      019   | Applicant <sup>must be owner, Lessee or Buyer</sup><br>Name <u>Robert Thomas</u><br>Address <u>585 Washington Ave</u><br>City, State & Zip <u>Portland ME 04103</u>        | Telephone:<br><u>207-415-3015</u>   |
| Lessee/DBA (If Applicable)<br><br><u>MAY 12 2009</u>   | Owner (if different from Applicant)<br>Name <u>Cheryl Oakley</u><br>Address <u>14 Racine Avenue</u><br>City, State & Zip <u>Portland ME</u><br><u>PLEASE MAIL TO OWNER</u> | Cost Of Work: \$ <u>450.00</u><br>C of O Fee: \$ _____<br>Total Fee: \$ _____ |
| Current legal use (i.e. single family) <u>Single Family</u> Number of Residential Units _____<br>If vacant, what was the previous use? _____<br>Proposed Specific use: <u>Single Family</u><br>Is property part of a subdivision? _____ If yes, please name _____<br>Project description: <u>→ Rebuild stairs to meet code</u> |  |   |
| Contractor's name: _____<br>Address: _____<br>City, State & Zip _____ Telephone: _____<br>Who should we contact when the permit is ready: _____ Telephone: _____<br>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](http://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 provisions of the codes applicable to this permit.

Signature: [Signature]      Date: 5/12/09

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

**BUILDING PERMIT INSPECTION PROCEDURES**

**Please call 874-8703 or 874-8693 (ONLY )**

**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.**

  X   **Footing/Building Location Inspection: Prior to pouring concrete or setting precast piers**

  X   **Final inspection required at completion of work.**

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.**

**CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.**

\_\_\_\_\_  
Signature of Applicant/Designee

*Thomas W. M... ..*  
\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date

*5/14/09*  
\_\_\_\_\_  
Date

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

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

|                              |  |                            |
|------------------------------|--|----------------------------|
| <b>Permit No:</b><br>09-0456 | <b>Date Applied For:</b><br>05/12/2009 | <b>CBL:</b><br>399 A019001 |
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|   |  |   |                                 |
|---|--|---|---------------------------------|
| <b>Location of Construction:</b><br>14 RACINE AVE | <b>Owner Name:</b><br>OAKLEY CHERYL J    | <b>Owner Address:</b><br>14 RACINE AVE                    | <b>Phone:</b><br>207-415-3015   |
| <b>Business Name:</b>                             | <b>Contractor Name:</b><br>Robert Thomas | <b>Contractor Address:</b><br>585 Washington Ave Portland | <b>Phone:</b><br>(207) 415-3015 |
| <b>Lessee/Buyer's Name</b>                        | <b>Phone:</b>                            | <b>Permit Type:</b><br>Alterations - Dwellings            |                                 |

|   |  |
|---|--|
| <b>Proposed Use:</b><br>Single Family Home - Rebuild existing exterior stairs to meet code. | <b>Proposed Project Description:</b><br>Rebuild existing exterior stairs to meet code. |
|---|--|

|  |   |                              |   |
|--|---|------------------------------|---|
| <b>Dept:</b> Zoning  | <b>Status:</b> Approved with Conditions | <b>Reviewer:</b> Tom Markley | <b>Approval Date:</b> 05/14/2009                        |
| <b>Note:</b>   |   |                              | <b>Ok to Issue:</b> <input checked="" type="checkbox"/> |
| 1) This property shall remain a single family dwelling. Any change of use shall require a separate permit application for review and approval.               |   |                              |   |
| <b>Dept:</b> Building  | <b>Status:</b> Approved with Conditions | <b>Reviewer:</b> Tom Markley | <b>Approval Date:</b> 05/14/2009                        |
| <b>Note:</b>   |   |                              | <b>Ok to Issue:</b> <input checked="" type="checkbox"/> |
| 1) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work. |   |                              |   |

**Comments:**  
5/13/2009-lmd: Received permit application on 5/12 - applicant requesting same day permit, there was no plan reviewer available at the time. Tom Markley stated that he would process the application and we would mail the permit (same as a permit by appt)



# Permitting By Appointment

As part of Portland's city-wide effort to improve customer service and help streamline doing business within the City, the Inspections Division has developed a new permitting system for qualified properties and for specific construction projects. Under this new program, you may be eligible to receive a building permit on the day you have a scheduled appointment with Inspection staff.

**This permitting program applies only to existing one and two family homes not located within a historic district or shore land zone.**

## Eligible Projects

Please submit a complete application with the required plans

- Interior renovations, gut rehabs including structural changes
- Attached and detached garages
- Additions, decks, sheds, pools, dormers (two family addition must be less than 500 s.f.)
- Rebuild of any exterior structure listed above

Inspections are still required per City Code of Ordinance.

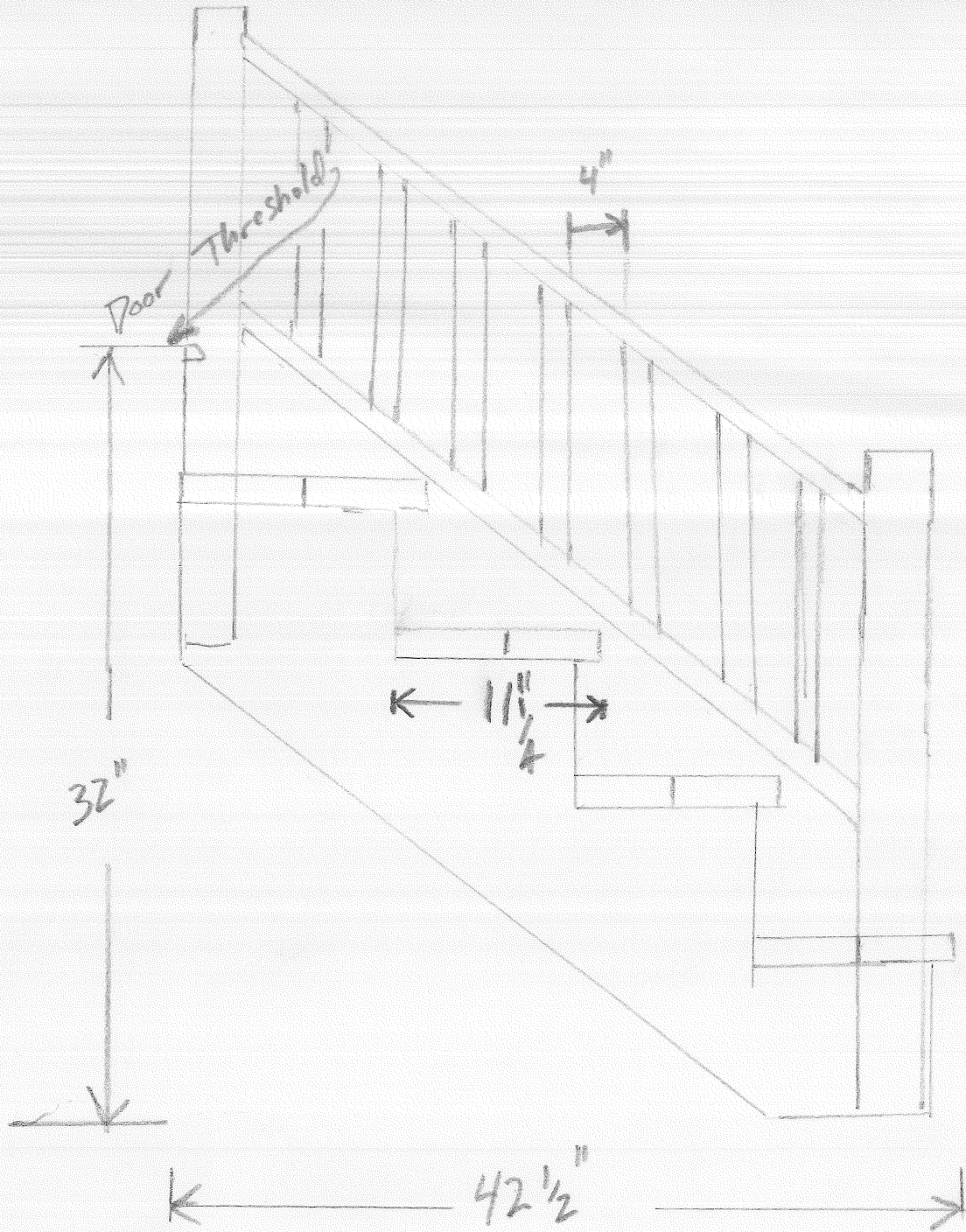
In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that this project meets the above criteria and that the work performed will not go beyond these parameters.

Signature of applicant: *Robert Jones*

Date: 5/12/09

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



5 feet Wide  
Railings on Both Sides

14 Racine Ave Cheryl Oakley

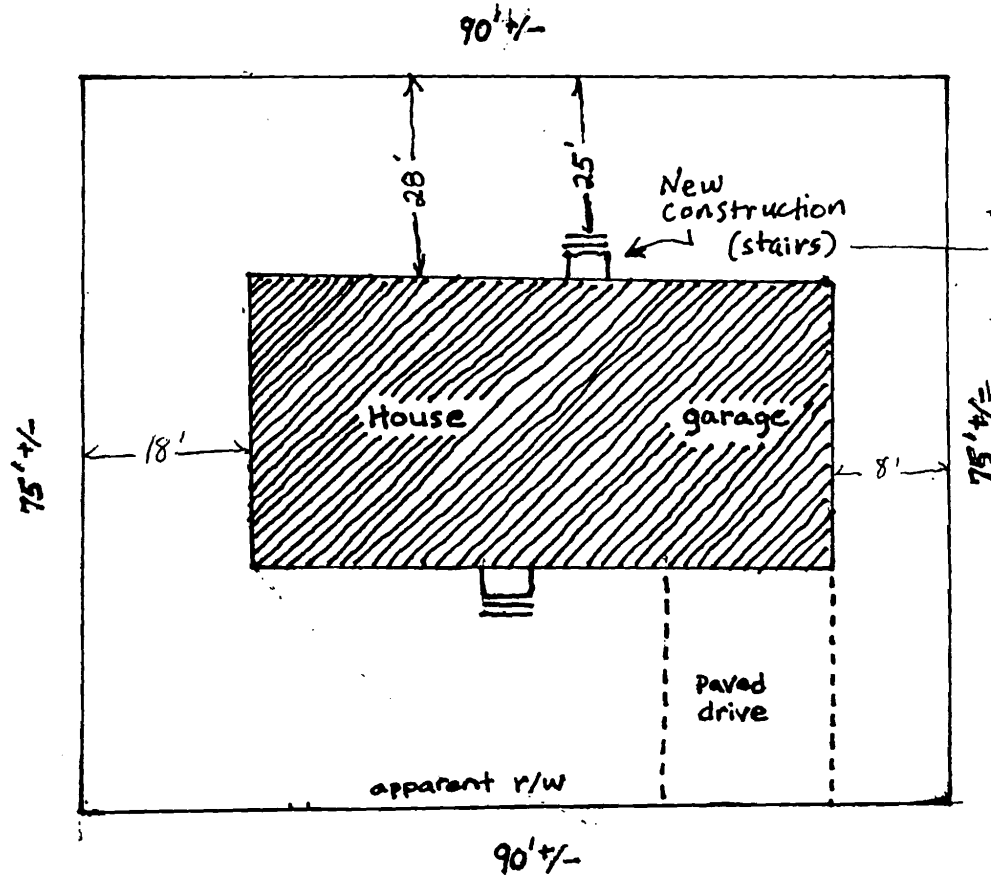
Timothy & Suzanne Borelli  
14 Racine Avenue  
Portland, ME 04103

# PLOT PLAN

Scale: 1" = 20'

Date: 5-29-02

Revised: 6-6-02



1 story wood structure  
with concrete foundation

2nd Page  
See Back Side  
for stairs