Inspections Division
Date: 07/08/16

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

Department of Permitting and Inspections

Pool Installation/Construction 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: 77 Vermont Ave Portland, ME		
Total Square Footage of Proposed Structure: 24' Round	Square Footage of Lot: ~~100'~~ x ~~75'~~ 7501 sq Ft	
Tax Assessor's Chart, Block & Lot Chart# 405A Block# J00900 Lot# 1	Owner name & address: Sara Ouellette 77 Vermont Ave Portland, ME 04103	Telephone: 207-415-5310 E Mail: sara.ouellette@ymail.com
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone:	Cost of Work: $ 3375.00 Fee: $

Dimensions of pool: 24" Round (above) or below ground: _____

Dimensions of decking and/or any platforms, sheds, or other structures: N/A

Contractor's Name, address, phone # and E-mail: NAMCO POOLS - Pending contractor info.

Who should we contact when the permit is ready: Sara Ouellette

Phone: 207.415-5310 E Mail: Sara.ouellette@ymail.com

Mailing address:

Please submit all of the information outlined in the pool application checklist. Failure to do so could 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, visit us on-line at www.portlandmaine.gov, stop by the Building Inspections 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: 6/5/16

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

*389 Congress Street * Portland Maine 04101-3509 * Phone: (207) 874-8703 * Fax: (207) 874-8716*
http://www.portlandmaine.gov * E-Mail: buildinginspections@portlandmaine.gov

Portland, Maine Yes. Life's good here.

Department of Permitting and Inspections

Pool Installation/Construction Checkli

Portland,

Inspections Division

Date: 07/08/16

Jonathan Rioux

Deputy Director
Planning & Urban Development Dept
Inspections Division

jrioux@portlandmaine.gov
phone: (207) 874-8701
fax: (207) 874-8716
tty: (207) 874-8936
portlandmaine.gov

389 Congress Street
Portland, Maine 04101

Yes. Life's good here.

All of the following information is required and must be submitted. Checking off ea you prepare your application package will ensure your package is complete and will expedite the permitting process.

- [x] A plot plan showing the shape and dimension of the lot, footprint of the pool and its distance from the actual property lines, and the principal structure. Include any decks or accessory structures
- [x] A complete set of plans that include structural details, size and dimensions and a cross section showing the slope and depth ratios, or for above ground pool, design specifications. Often this information can be obtained from the manufacturer.
- [N/A] A complete set of construction details for any accessory structures or decks including: pier or foundation layout, framing, fastenings, guards/handrails, baluster spacing and stair dimensions
- [x] Details of required barrier protection including the design of fencing, gates, latches, ladders, or audible alarms (if applicable). Please show where they will be located and how they are constructed. This information can often be obtained from the manufacturer Ladder with latch – base * folds up inaccessible.
- [x] All documents provided electronically according to the Electronic Submittal Process
- [N/A] Proof of ownership is required if it is inconsistent with the assessor's records

All pool installations must be conducted in compliance with the IRC 2009 Building Code

Separate permits are required for HVAC, and electrical installations.

Permit Fee: $25.00 for the first $1000.00 construction cost, $15.00 per additional $1000.00 cost

This is not a Permit; you may not commence any work until the Permit is issued.

Inspections Division
Date: 07/08/16

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

Department of Permitting and Inspections

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding that this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the selections below.

1. Once the complete application package has been received by us, and entered into the system
2. You will receive an e-mailed invoice from our office which signifies that your electronic permit application and corresponding paperwork have been entered, ready for payment, to begin the process.
3. You then have the following four (4) payment options:

- [x] provide an on-line electronic check or credit/debit card (we accept American Express, Discover, VISA, and MasterCard) payment
- [ ] call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone
- [ ] hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall
- [ ] deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Department of Permitting and Inspections
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts only once my payment has been received. After all approvals have been met and completed, I will then be issued my permit and it will be sent via e-mail. ***No work shall be started until I have received my permit.***

Applicant Signature: _____ Date: 6/6/16

I have provided digital copies and sent them on: Date: 6/6/16

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.