



11/01/2018

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

**FAST TRACK ELIGIBLE PROJECTS
SCHEDULE B**

(Please note: The appropriate Submission Checklist and General Building Permit Application must be submitted with any Fast Track application.)

Type of Work:

- One/two family renovations within existing shell, including interior demolition and windows.
- One/two family HVAC, including boiler, furnace, heating appliance, pellet or wood stove.
- One/two family exterior propane tank.
- Commercial HVAC for boiler, furnace, and heating appliance.
- Commercial HVAC system with structural and mechanical stamped plans.
- Commercial interior demolition – no load bearing demolition.
- Temporary outdoor tents and stages less than 750 square feet.
- Temporary construction trailer.

Zone: _____

- | | | |
|-------------------------|---------------------------|-------------------------------------|
| Shoreland zone? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| Stream protection zone? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| Historic district? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| Flood zone (if known)? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |

This information may be found on the city's
online map portal at:
<http://click.portlandmaine.gov/gisportal/>

I certify that (all of the following must be initialed for this application to be accepted):

- I am not expanding the building, including footprint, floor area, or dormer.
- I am the owner or authorized owner's agent of the property listed below.
- I am aware that this application will not be reviewed for determination of the zoning legal use and the use may not be in compliance with City records.
- I assume responsibility for compliance with all applicable codes, bylaws, rules and regulations.
- I assume responsibility for scheduling inspections of the work as required, and agree that the inspector may require modifications to the work completed if it does not meet applicable codes.

Initials
 CAS _____
 CAS _____
 CAS _____
 CAS _____
 CAS _____

Project Address: 69 Summer Place, Portland, Maine 04103

Print Name: Carol Suter Date: 10/12/18

This is a legal document and your electronic initials are considered a legal signature per Maine state law.



Permit application to for alteration on the property located at: 69 Summer Place, Portland
Maine 04103

11/01/2018

Owner: Carol Ann Suter (see attached documentation verifying ownership).

Scope of Project:

Repair sheetrock (fill and sand picture holes/minor damage to existing walls).

Replace sheetrock in discrete locations where the damage is beyond repair.

Insulate and sheetrock the existing unfinished two car garage.

Demo/remove existing bathroom vanities, toilets, tub/tub surround in preparation for new fixtures and the licensed plumber who will handle the rough in and installation. The plumbing permit will be applied for by the licensed profession as a separate request. Bathroom fixtures in all two and one half bathrooms are not moving to a new locations. We will remove the broken jetted tub/shower combination in the master bath and replace in the same location with a walk in shower.

Demo/remove original tile floors in three bathrooms and main entrance hallway and replace the tile with new tile.

Demo/remove existing kitchen cabinets in preparation for new cabinetry provided by Kitchen Cove located at 330 Forest Ave, Portland, Maine 04101. Kitchen Cove has provided the attached new design. The electrician handling the replacement of the can lighting will be requesting a permit for the can light replacement as well as the outlets in the kitchen. This request will made by the licensed electrician as a separate request.

Scope of final replacement work:

Hardwood floors to be installed in existing lower level. Existing lower level includes two bedrooms, one bath and a den.

Sand existing hardwood floors on main and second floor level and apply poly (no stain).

Paint existing walls and trim.

Please do not hesitate to call me at 203.434.7902 or e-mail me at carol.suter@srz.com with any questions. I have never applied for a permit before and want to make sure I have complied with the requirements.

Thank you,



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

One- and Two-Family Addition/Alteration Checklist

(Including shed, deck, accessory structure, pool, change of use and amendment)

Applications shall be submitted online via the Citizen Self Service portal. Refer to the attached documents for complete instructions. The following items shall be submitted (please check and submit all items):

- One- and Two-Family Additions/Alterations Checklist (this form)
- A plot plan drawn to scale, showing the shape and dimensions of the lot, shapes and dimensions of all existing and proposed structures including distance from property lines, location and dimension of all parking areas and driveways (required for any additions to the footprint or volume of the structure, any new or rebuilt structures or accessory detached structures)
- Proof of Ownership (e.g. deed, purchase and sale agreement) if the property was purchased within the past six months

Applications for pools shall also include the following:

- A complete set of plans with structural details, dimensions and a cross section showing the slope and depth ratios (for in-ground pools)
- Design specifications from the manufacturer (for above ground pools)
- Details of required barrier protection including the design of fencing, gates, latches, ladders or audible alarms (if applicable), and showing the location and construction detail for all features. This information can often be obtained from the manufacturer.

Applications for sheds for storage only and 200 square feet or less shall also include the following:

The length, width and height of the structure as described in:

- A copy of the brochure from the manufacturer; or
- A picture or sketch/plan of the proposed shed/structure

Applications for additions, alterations and detached accessory structures shall also include the following information per the IRC 2009 (As each project has varying degrees of complexity and scope of work for repairs, alterations and renovations, some information may not be applicable. Please check and submit only those items that are applicable to the proposed project.):

NOTE: All plan shall be drawn to a measurable scale (e.g., 1/4 inch = 1 foot) and include dimensions.

- Floor plans with dimensions - existing and proposed
- Elevations with dimensions – existing and proposed
- Foundation plan with footing/pier (sonotube) size and location
- Cross sections with framing material (foundation anchor size/spacing, rebar, drainage, damp proofing, floors, walls, beams, ceilings, rafters etc.)
- Detail new wall/floor/ceiling partitions including listed fire rated assemblies and continuity
- Window and door schedules including dimensions, and fire rating
- Stair details, including dimensions of rise/run, head room, guards/handrails, and baluster spacing
- Insulation (R-factors) of walls, ceilings and floors and the heat loss (U-factors) of windows
- Indicate location of egress windows and smoke/carbon monoxide detection
- Deck construction including pier layout, framing, fastenings, guards, handrails, and stair dimensions

Separate permits are required for internal & external plumbing, electrical installations, heating, ventilating and air conditioning (HVAC) systems and appliances.



11/01/2018

WARRANTY DEED

AARON P. TUFTS of Portland, Cumberland County, Maine, for consideration paid, grant to **CAROL ANN SUTER** of Darien, Fairfield County, Connecticut (whose mailing address is 137 Hallow Tree Ridge Road # 622, Darien, CT 06820) with **WARRANTY COVENANTS**, the following described real estate:

See "Exhibit A" Attached

For grantors' source of title, reference may be had to a deed from Cottage Park, Inc. and Summer Place Design Review Board to the grantor(s) herein, dated June 14, 1995, recorded in Cumberland Registry of Deeds, Volume Book 11963, Page 119.

Any and all other rights, easements, privileges and appurtenance belonging to the granted estate are hereby conveyed.

This conveyance is made subject to the property taxes assessed against the premises, which said taxes are to be prorated between the parties hereto as of the date of delivery of this deed in accordance with 36 M.R.S.A., sec. 558.

Witness my/our hand(s) and seal(s) this 20th day of September, 2018.

WITNESS:

Aaron P. Tufts
Aaron P. Tufts

STATE OF MAINE
Cumberland, ss

September 20th, 2018

Then personally appeared the above named Aaron P. Tufts and acknowledged the foregoing instrument to be his/her free act and deed.

Before me,

Maryellen Taylor
Notary Public/Justice of the Peace
Commission Expires

File No.: 2018-2892





11/01/2018

File No: 2018-2892

“Exhibit A”

A certain Parcel of Land with any buildings thereon, situated on the northeasterly sideline of Summer Place in the City of Portland, Cumberland County, Maine, bounded and described as follows:

Lot 10 as shown on "PRUD Subdivision Plan of Summer Place" dated March 14, 1995 recorded in the Cumberland County Registry of Deeds in Plan Book 195, Page 84.

Lot 10 is conveyed subject to the drainage easement shown on said plan and subject to the Declaration of Covenants and Restrictions of Summer Place, Portland, Maine dated April 6, 1995, recorded in the Cumberland County Registry of Deeds in Book 11876, Page 157.



Fannie Mae®



Permitting and Inspections Department
Approved with Conditions

11/01/2018

October 4, 2018

Carol A Suter
137 Hollow Tree Ridge Rd Apt 622
Darien, CT 06820-4000



Notification of Assignment, Sale or Transfer of Your Mortgage Loan

The ownership of your first lien mortgage loan on 69 SUMMER PLACE , with an original principal balance of \$332,000.00 has been transferred by Homebridge Financial Services, Inc. to Fannie Mae. This transfer was effective as of 09/28/2018. Fannie Mae is a government-sponsored enterprise chartered by Congress. We do not make mortgage loans but instead provide funds to lenders by purchasing the mortgage loans they make.

The assignment, sale or transfer of the mortgage loan does not affect any term or condition of the Mortgage, Deed of Trust or Note. The transfer of ownership of your mortgage loan to Fannie Mae has not been publicly recorded.

Fannie Mae does not service your loan. It is important that your monthly payments be sent directly to your servicer and not to Fannie Mae. All correspondence and inquiries concerning your mortgage loan should be addressed to your servicer. The servicer has authority to act on our behalf with regard to the administration of your mortgage loan and respond to any questions about your mortgage loan.

The servicer of your mortgage loan is HOMEBRIDGE FINANCIAL SERVICES, INC.. You may contact your servicer by mail at PO BOX 100050, KENNESAW, GA, 30156-9202 or by calling 1-855-248-0530. Your servicer may also have a website with information that will be helpful to you. In the unlikely event you find it necessary to contact Fannie Mae, you may write us at 13100 Worldgate Drive, Herndon, Virginia 20170, Attn: Single Family Operations, or you may telephone us at 1-800-2FANNIE (1-800-232-6643).

Partial Payments. If you make a payment that is less than the full amount due for your regularly scheduled monthly payment ("partial payment"), your servicer:

- (1) May accept a partial payment and apply it to your loan,
- (2) May accept a partial payment and hold it in a separate account until you pay the rest of the payment, and then apply the full payment to your loan, or
- (3) May not accept any partial payments.

If your loan is sold, your new lender (and/or servicer) may have a different policy. If you have specific questions regarding the acceptance of partial payments, please contact your servicer.

Please do not send mortgage payments to Fannie Mae. Payments received by Fannie Mae may be returned to you and this may result in late charges and your account becoming past due. Fannie Mae is not responsible for late charges or other consequences of misdirected payments.



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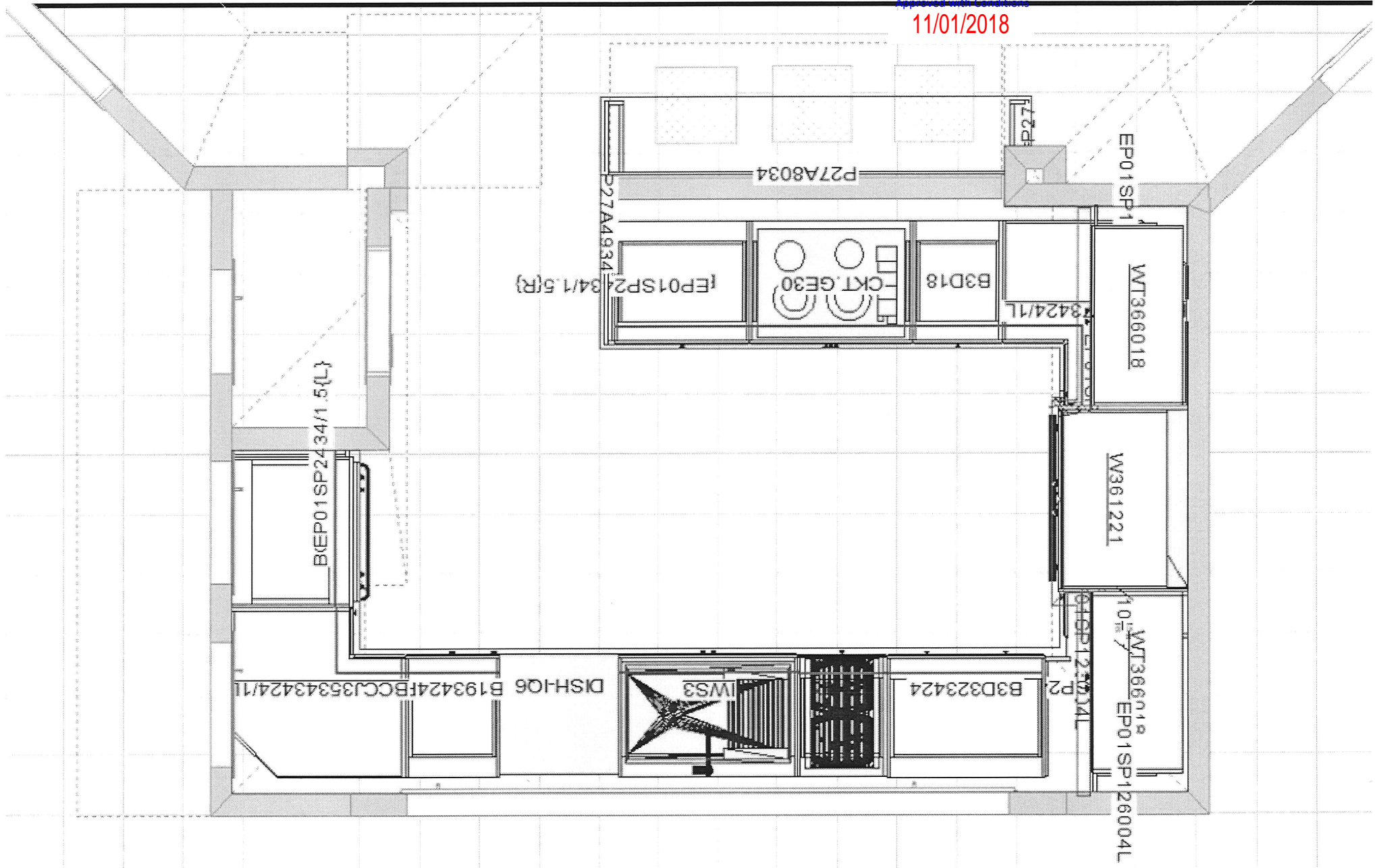
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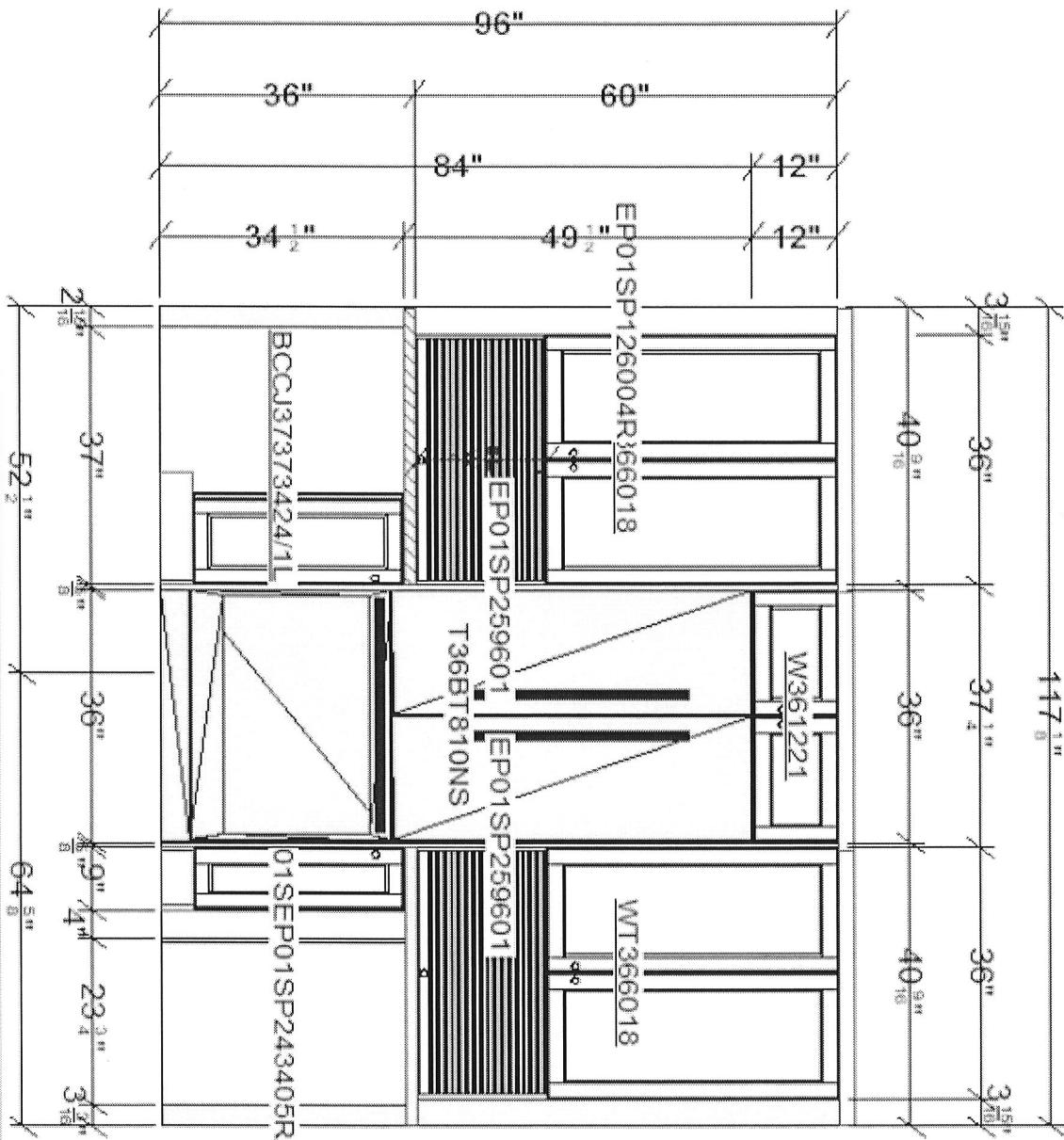
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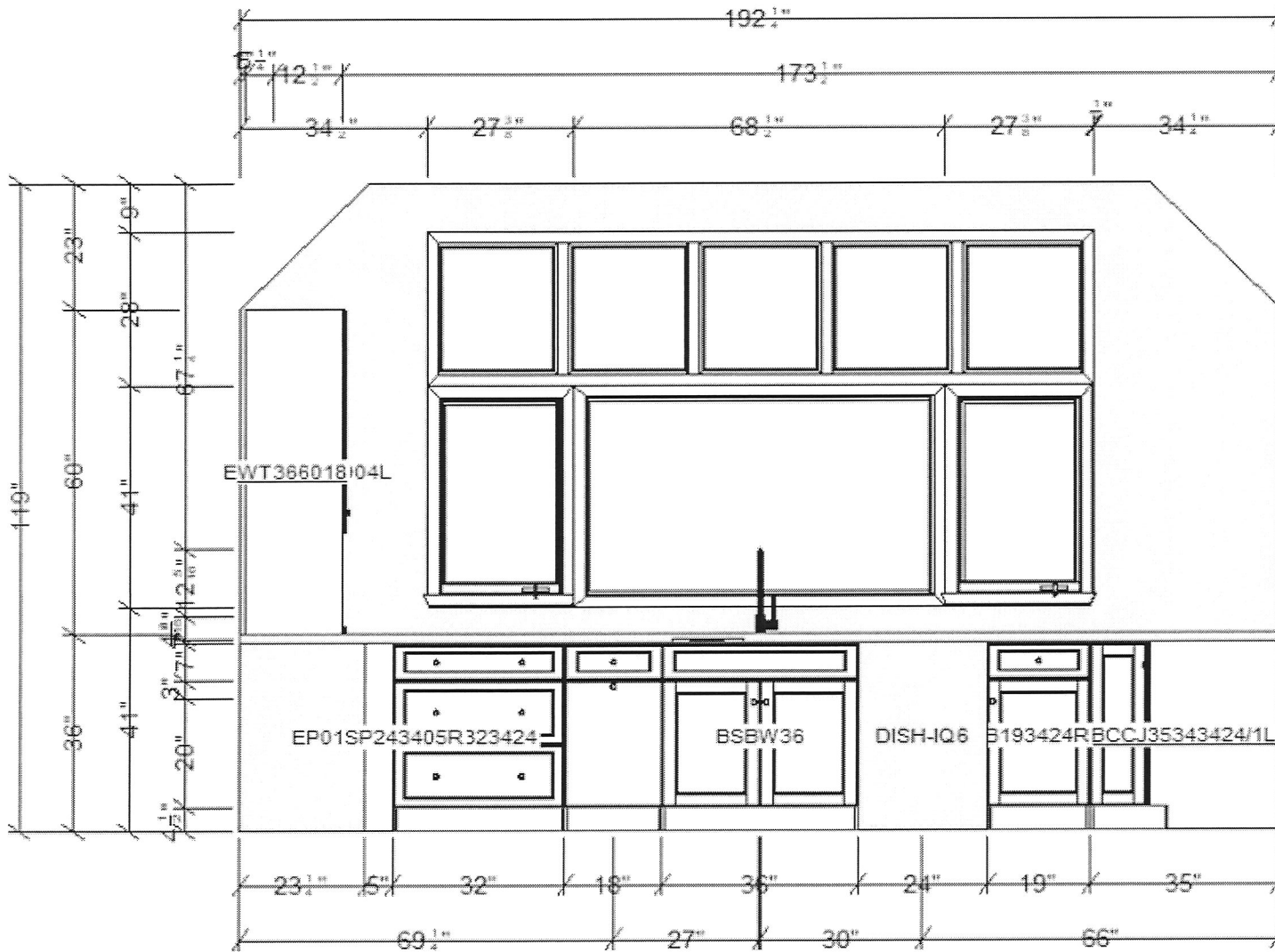


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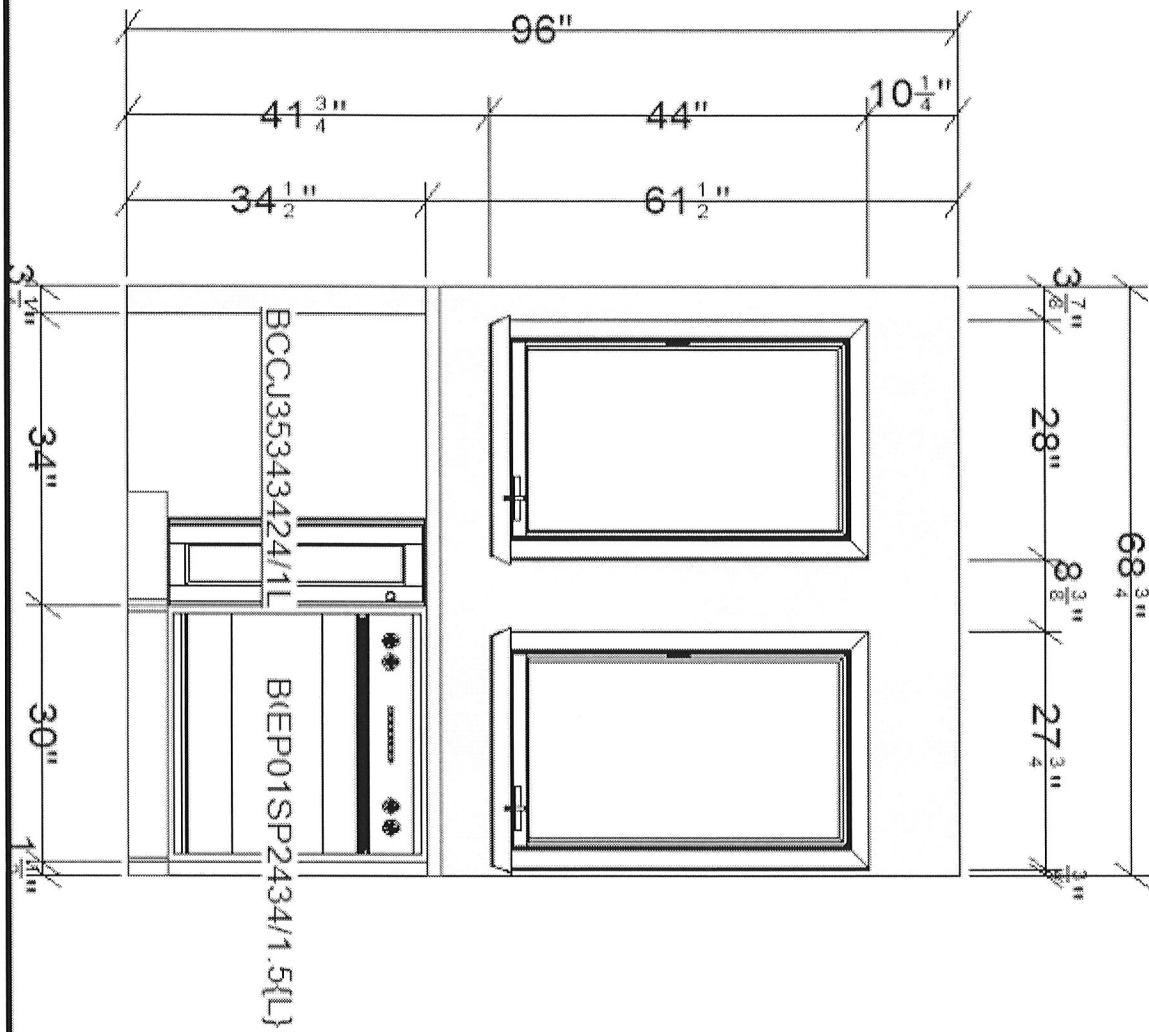


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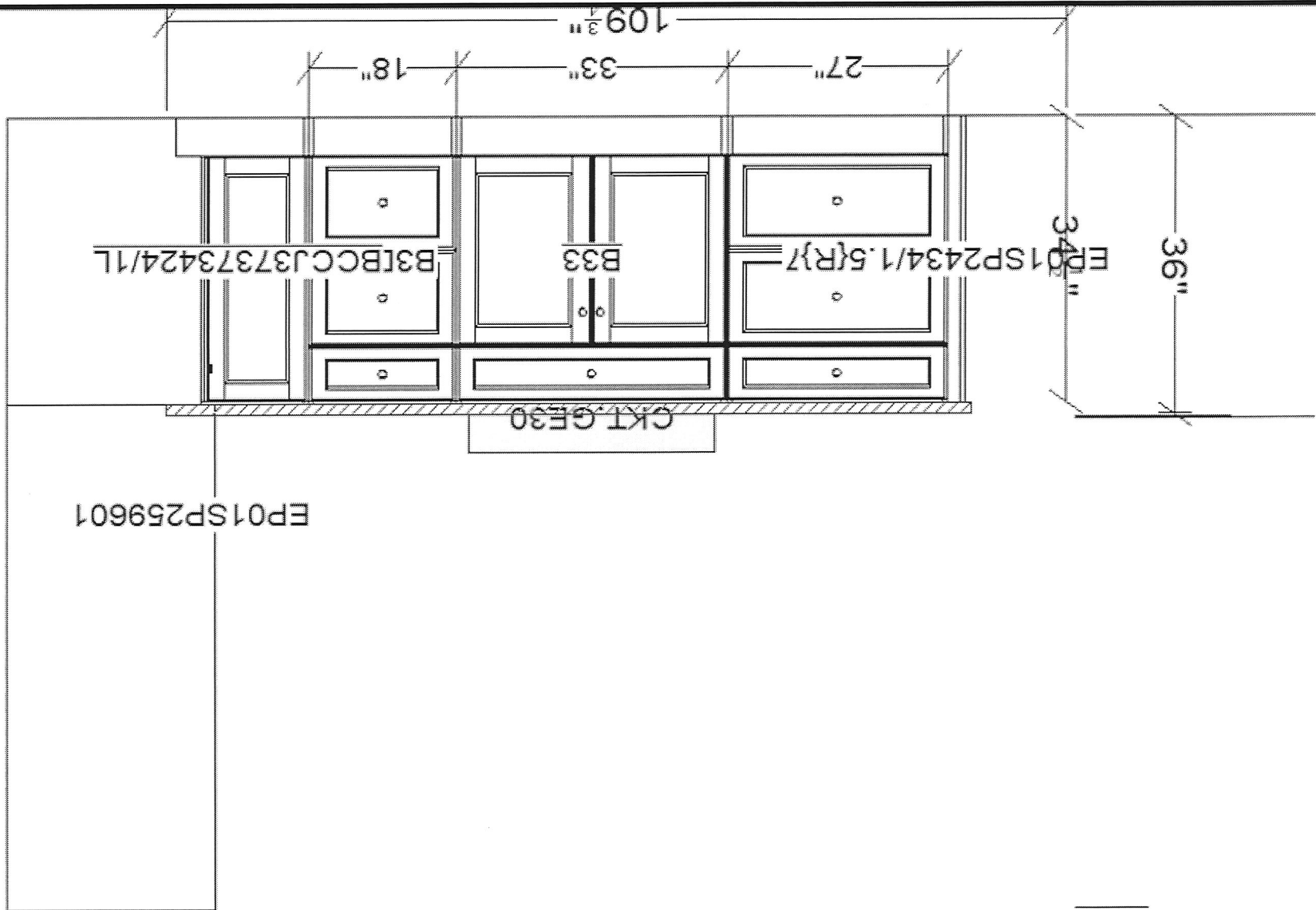
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