

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2011-06-1489-ALTR	Date Applied: 6/21/2011	CBL: 424 - - A - 029 - 001 - - - -	
Location of Construction: 681 OCEAN AVE	Owner Name: STACY L DEAN	Owner Address: 681 OCEAN AVE PORTLAND, ME 04103	Phone: 207-710-7177
Business Name:	Contractor Name: Royce Gould	Contractor Address: 681 Ocean Ave., Portland, ME 04103	Phone: 207-671-8958
Lessee/Buyer's Name:	Phone:	Permit Type: CHANGE OF USE	Zone: R-5
Past Use: Single family	Proposed Use: Two family – change the use from a single family to a two family.	Cost of Work: 9000.00	CEO District:
		Fire Dept: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A Signature:	Inspection: Use Group: Type: Signature:
Proposed Project Description: Single Family to 2 Family w/ after fact kitchen		Pedestrian Activities District (P.A.D.)	
Permit Taken By:		Zoning Approval	

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
2. Building Permits do not include plumbing, septic or electrical work.
3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date:	<input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	<input type="checkbox"/> Not in Dist 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:

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 appication 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

PHON

06-23-11 Permit is on hold. Talked to Barbara. How does this lot relate to lot 8 of True Street subdivision? –amachado

11-23-11 Permit withdrawn. Application not necessary. Legal use of property from microfiche is two family.



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: <u>681 Ocean Avenue, Portland, ME 04103</u>		
Total Square Footage of Proposed Structure/Area <u>1,994</u>		Square Footage of Lot <u>13,460 sq. ft.</u>
Tax Assessor's Chart, Block & Lot Chart# <u>424</u> Block# <u>A</u> Lot# <u>29</u>	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Stacy Dean</u> Address <u>681 Ocean Avenue</u> City, State & Zip <u>Portland, ME 04103</u>	Telephone: <u>710-7177</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ <u>1,500</u> C of O Fee: \$ Total Fee: \$ <u>185.00</u>
Current legal use (i.e. single family) <u>single family</u> If vacant, what was the previous use? <u>NA</u> Proposed Specific use: <u>two family</u> Is property part of a subdivision? <u>yes</u> If yes, please name <u>TRUE ST. SUBDIVISION</u> Project description: <u>Single family to 2 family w/ 2nd flr kitchen of the fact.</u>		
Contractor's name: <u>Royce Gould</u> Address: <u>681 Ocean Avenue</u> City, State & Zip <u>Portland, ME 04103</u> Telephone: <u>671-8958</u> Who should we contact when the permit is ready: <u>Stacy Dean</u> Telephone: <u>710-7177</u> Mailing address: <u>681 Ocean Avenue, Portland, ME 04103</u>		

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, 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: Stacy Dean Date: 6/20/11

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

RECEIVED
JUN 21 2011
Dept. of Building Inspections
City of Portland, Maine



APPLICATION FOR PERMIT

Class of Building or Type of Structure

Third Class

Portland, Maine, August 13, 1957

R3 RESIDENCE ZONE

PERMIT ISSUED

01175

AUG 10 1957

CITY OF PORTLAND

To the INSPECTOR OF BUILDINGS, PORTLAND, MAINE

The undersigned hereby applies for a permit to erect alter repair demolish install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code and Zoning Ordinance of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location 681 Ocean Ave. Within Fire Limits? Dist. No.
Owner's name and address Pantaleone, Palanza, 681 Ocean Ave. Telephone
Lessee's name and address owner Telephone
Contractor's name and address Telephone 3-6841
Architect Specifications Plans Yes No. of sheets 1
Proposed use of building Dwelling No. families 2
Last use No. families 2
Material frame No. stories 2 Heat Style of roof Roofing
Other building on same lot
Estimated cost \$ 300.00 Fee \$ 2.00

General Description of New Work

To enclose existing front porch with windows.
To construct 18" of brick for underpinning
To change out existing wooden platform and steps with concrete
foundation will be concrete at least 4' below grade -
platform will be reinforced concrete 6" thick

Old porch is existing with roof and wooden underpinning. Wood underpinning is to be replaced with concrete and walls glassed in. He says plenty of room for heat and hot water.

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately by and in the name of the heating contractor. PERMIT TO BE ISSUED TO owner

Details of New Work

Is any plumbing involved in this work? Is any electrical work involved in this work?
Is connection to be made to public sewer? If not, what is proposed for sewage?
Has septic tank notice been sent? Form notice sent?
Height average grade to top of plate Height average grade to highest point of roof
Size, front depth No. stories solid or filled land? earth or rock?
Material of foundation Thickness, top bottom cellar
Material of underpinning Height Thickness
Kind of roof Rise per foot Roof covering
No. of chimneys Material of chimneys of lining Kind of heat fuel
Framing Lumber—Kind Dressed or full size? Corner posts Sills
Size Girder Columns under girders Size Max. on centers
Kind and thickness of outside sheathing of exterior walls?
Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet.
Joists and rafters: 1st floor 2nd 3rd roof
On centers: 1st floor 2nd 3rd roof
Maximum span: 1st floor 2nd 3rd roof
If one story building with masonry walls, thickness of walls? height?

If a Garage

No. cars now accommodated on same lot, to be accommodated, number commercial cars to be accommodated.
Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building?



(RC) RESIDENCE ZONE - C

APPLICATION FOR PERMIT

Class of Building or Type of Structure Third Class

Portland, Maine, August 13, 1947

RECEIVED

02069
AUG 21 1947

To the INSPECTOR OF BUILDINGS, PORTLAND, MAINE

The undersigned hereby applies for a permit to erect alter repair or ~~rebuild~~ install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code and Zoning Ordinance of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location 681 Ocean Avenue Within Fire Limits? no Dist. No. _____
 Owner's name and address Pantaleone Palanza, 681 Ocean Avenue Telephone _____
 Lessee's name and address _____ Telephone _____
 Contractor's name and address owner Telephone _____
 Architect _____ Specifications _____ Plans yes No of sheets 1
 Proposed use of building Dwelling No. families 2
 Last use _____ No. families 2
 Material frame _____ No. stories 2 1/2 Heat _____ Style of roof _____ Roofing _____
 Other buildings on same lot garage
 Estimated cost \$ 700 Fee \$ 2.00

General Description of New Work

- ✓ To demolish existing side piazza and
- ✓ To construct 7'6" x 15'6" two story addition on rear of dwelling.
- ✓ To close up two doors, cut in three new doors.
- ✓ To remove back hall and pantry partitions (non-bearing)
- New addition to be used for back entrance with stairway inside - portion to be finished off for pantry for first floor only.
- To remove existing brick chimney and construct new outside chimney.

The brickwork of the chimney is to be corbelled so as to pass through the outside wall of the building at the point where the smokepipe enters so as to obviate the need of carrying the smokepipe through the outside wall.

2799.76 *deep*

CERTIFICATE OF OCCUPANCY
REQUIREMENT IS WAIVED

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately by and in the name of the heating contractor.

Details of New Work

Is any plumbing involved in this work? yes Is any electrical work involved in this work? yes
 Height average grade to top of plate 20' Height average grade to highest point of roof 23'
 Size, front _____ depth _____ No. stories 2 solid or filled land? _____ earth or rock? _____
 Material of foundation concrete at least 4' below grade Thickness, top 10" bottom 12" cellar yes
 Material of underpinning brick and concrete blocks Height 5' Thickness 8"
 Kind of roof hip Rise per foot 3" Roof covering asphalt roofing Class C Und. Lab.
 No. of chimneys 1 Material of chimneys br. Lining tile Kind of heat _____ fuel _____
 Framing lumber - Kind hemlock Dressed or full size? dressed
 Corner posts 4x4 Sills 4x8 Girt or ledger board? _____ Size _____
 Girders yes Size 6x6 Columns under girders _____ Size _____ Max. on centers _____
 Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet.
 Joists and rafters: 1st floor 2x8, 2nd 2x8, 3rd _____, roof 2x8
 On centers: 1st floor 15", 2nd 15", 3rd _____, roof 15"
 Maximum span: 1st floor 7'6", 2nd 7'6", 3rd _____, roof 7'6"
 If one story building with masonry walls, thickness of walls? _____ height? _____

If a Garage

No. cars now accommodated on same lot _____, to be accommodated _____ number commercial cars to be accommodated _____
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

Miscellaneous



(R) RESIDENCE ZONE - C

APPLICATION FOR PERMIT

Class of Building or Type of Structure Third ClassPortland, Maine, November 15, 194703105
NOV 17 1947

To the INSPECTOR OF BUILDINGS, PORTLAND, MAINE

The undersigned hereby applies for a permit to ~~erect~~ alter ~~rebuild~~ install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code and Zoning Ordinance of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location 681 Ocean Avenue Within Fire Limits? no Dist. No. _____
Owner's name and address Pataleone Palanza, 681 Ocean Avenue Telephone _____
Lessee's name and address _____ Telephone _____
Contractor's name and address owner Telephone _____
Architect _____ Specifications _____ Plans no No of sheets _____
Proposed use of building Dwelling No. families 2
Last use _____ No. families 2
Material frame No. sto. 2 1/2 Heat _____ Style of roof _____ Roofing _____
Other buildings on same lot garage
Estimated cost \$ 60. Fee \$ 50.

General Description of New Work

To change out existing cedar post foundations under front piazza with concrete trench wall.

CERTIFICATE OF OCCUPANCY
REQUIREMENT IS WAIVED

It is understood that this permit does not include installation of heating apparatus which is to be taken separately by and in the name of the heating contractor. PERMIT TO BE ISSUED TO

Details of New Work

Is any plumbing involved in this work? _____ Is any electrical work involved in this work? _____
Height average grade to top of plate _____ Height average grade to highest point of roof _____
Size, front _____ depth _____ No. stories _____ solid or filled land? _____ earth or rock? _____
Material of foundation concrete at least 4' below grade or to ledge Thickness, top 12" bottom 12" cellar no
Material of underpinning _____ Height _____ Thickness _____
Kind of roof _____ Rise per foot _____ Roof covering _____
No. of chimneys _____ Material of chimneys _____ of lining _____ Kind of heat _____ fuel _____
Framing lumber—Kind _____ Dressed or full size? _____
Corner posts _____ Sills _____ Girt or ledger board? _____ Size _____
Girders _____ Size _____ Columns under girders _____ Size _____ Max. on centers _____
Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet.
Joists and rafters: 1st floor _____, 2nd _____, 3rd _____, roof _____
On centers: 1st floor _____, 2nd _____, 3rd _____, roof _____
Maximum span: 1st floor _____, 2nd _____, 3rd _____, roof _____
If one story building with masonry walls, thickness of walls? _____ height? _____

If a Garage

No. cars now accommodated on same lot _____, to be accommodated _____ number commercial cars to be accommodated _____
Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

APPROVED:

Miscellaneous

PS

lotsize.
6352 or 1346

Land area per
du = 3,000 ft²
for duplex

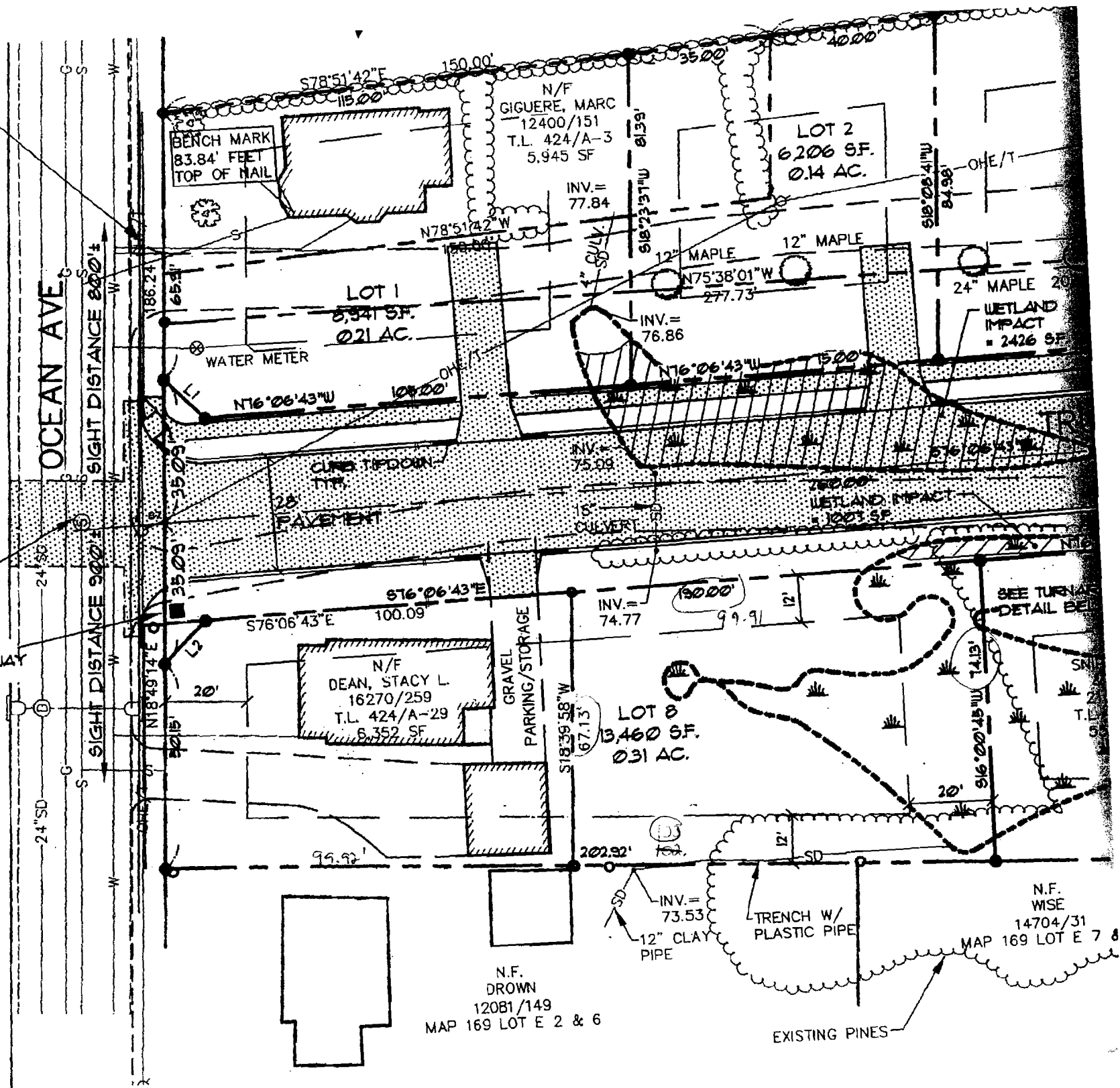
OK

needs to show
3 parking spaces.

gauge is 20' x 23'
2 spans
(3 in front) OK

SAUCUT EXISTING
PAVEMENT FOR
PAVEMENT JOINT

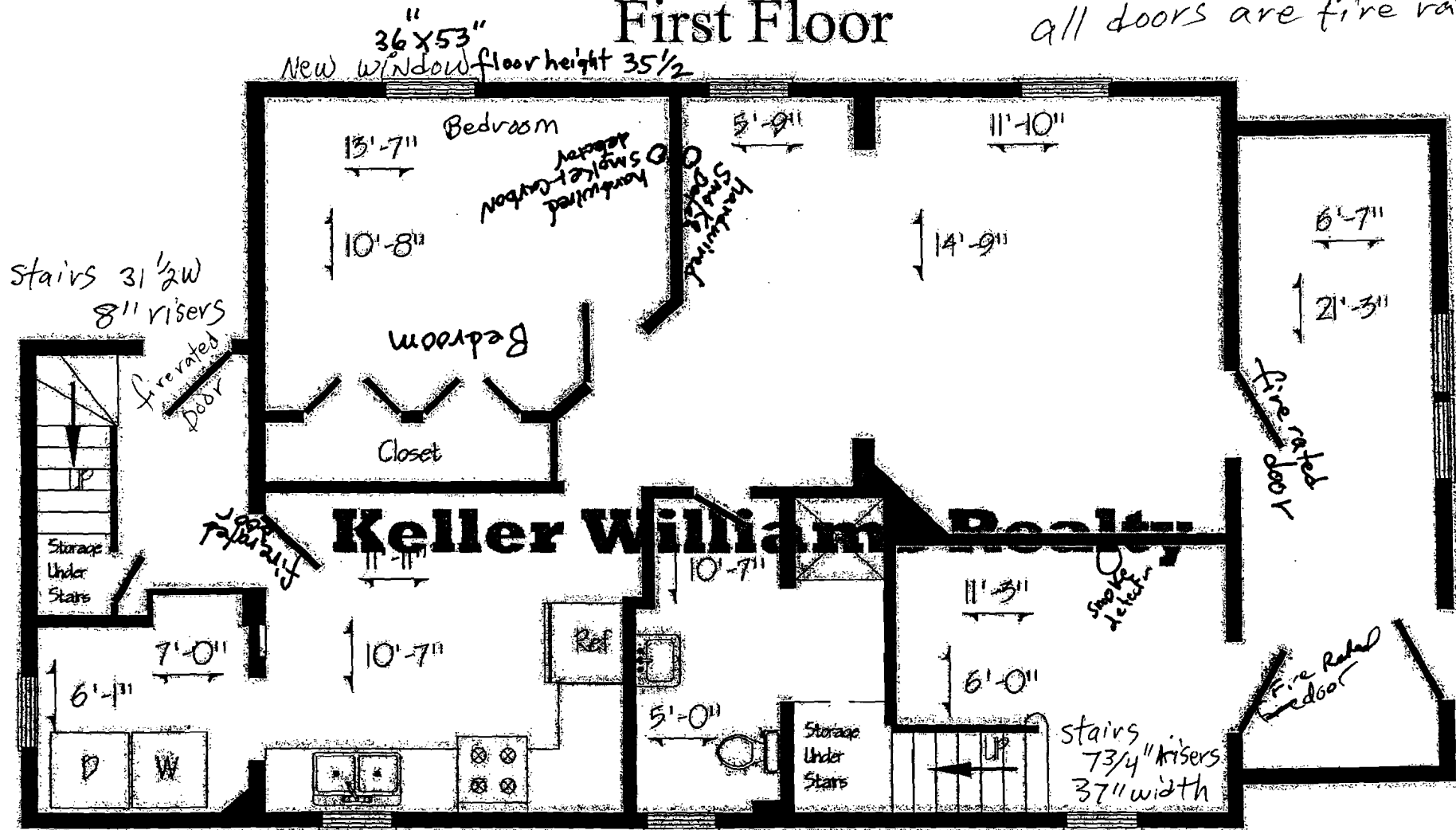
PROPOSED CITY OF
PORTLAND RIGHT-OF-WAY
MONUMENT (3' OFFSET)
N=31247.78
E=2926615.71



681 Ocean Avenue

First Floor

Ceilings are 100 1/2"
Lath + plaster
all walls are also plaster
all doors are fire rated

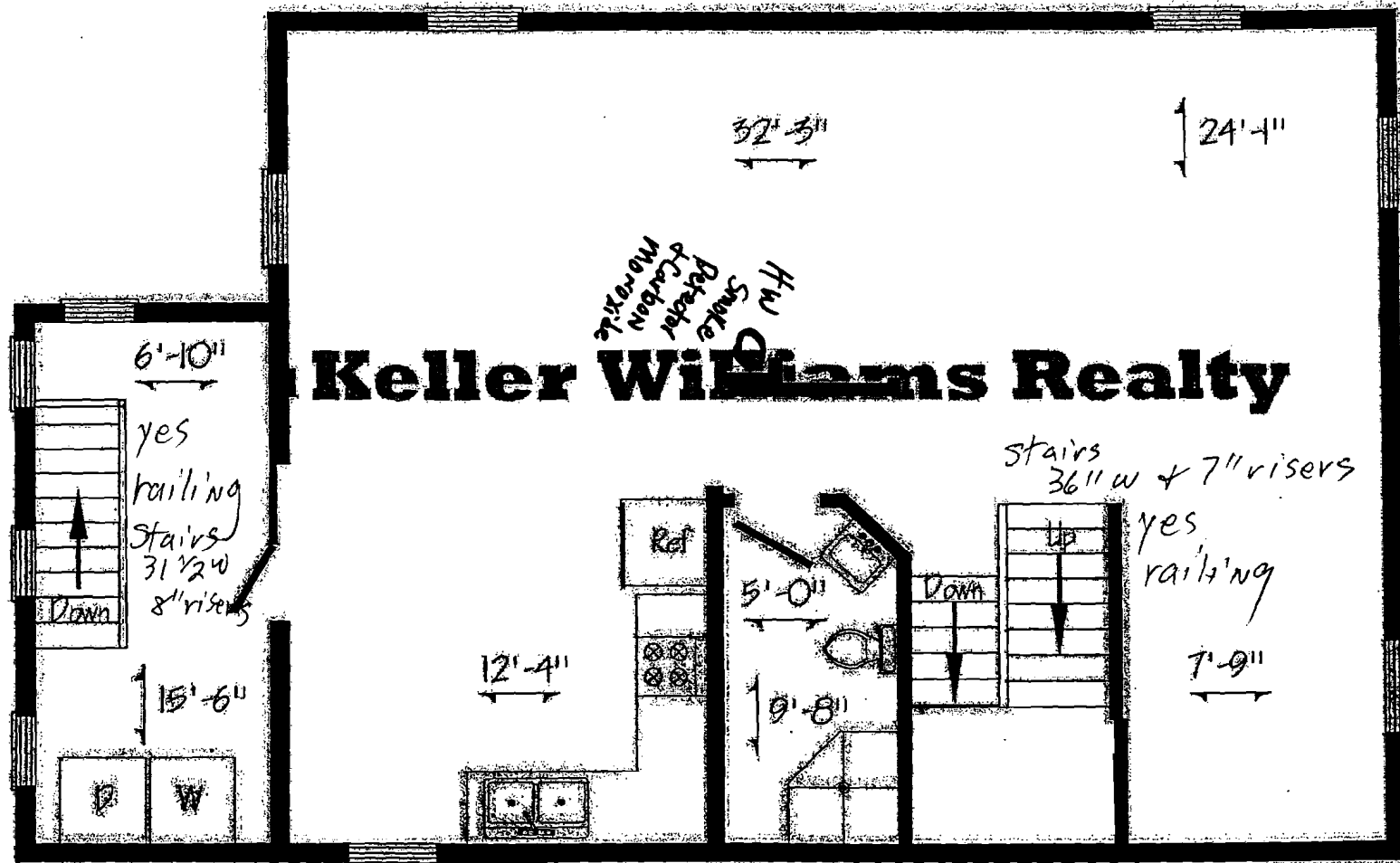


Floor plans are drawn to scale to indicate approximate dimensions and layout and may be sized to fit the spaces available for publication. They are for marketing and representation purposes only and are supplied to users with no expressed or implied warranty of accuracy, quality or completeness for any specific purpose or use. They do not modify or replace other drawings and/or legal documents. It is the responsibility of the users to verify all dimensions. © 2011 ITB FLOOR PLANS

Scale: 1" = 5'

681 Ocean Avenue Second Floor

ceiling height
2nd floor 100 1/2"
all plaster ceilings
+ walls



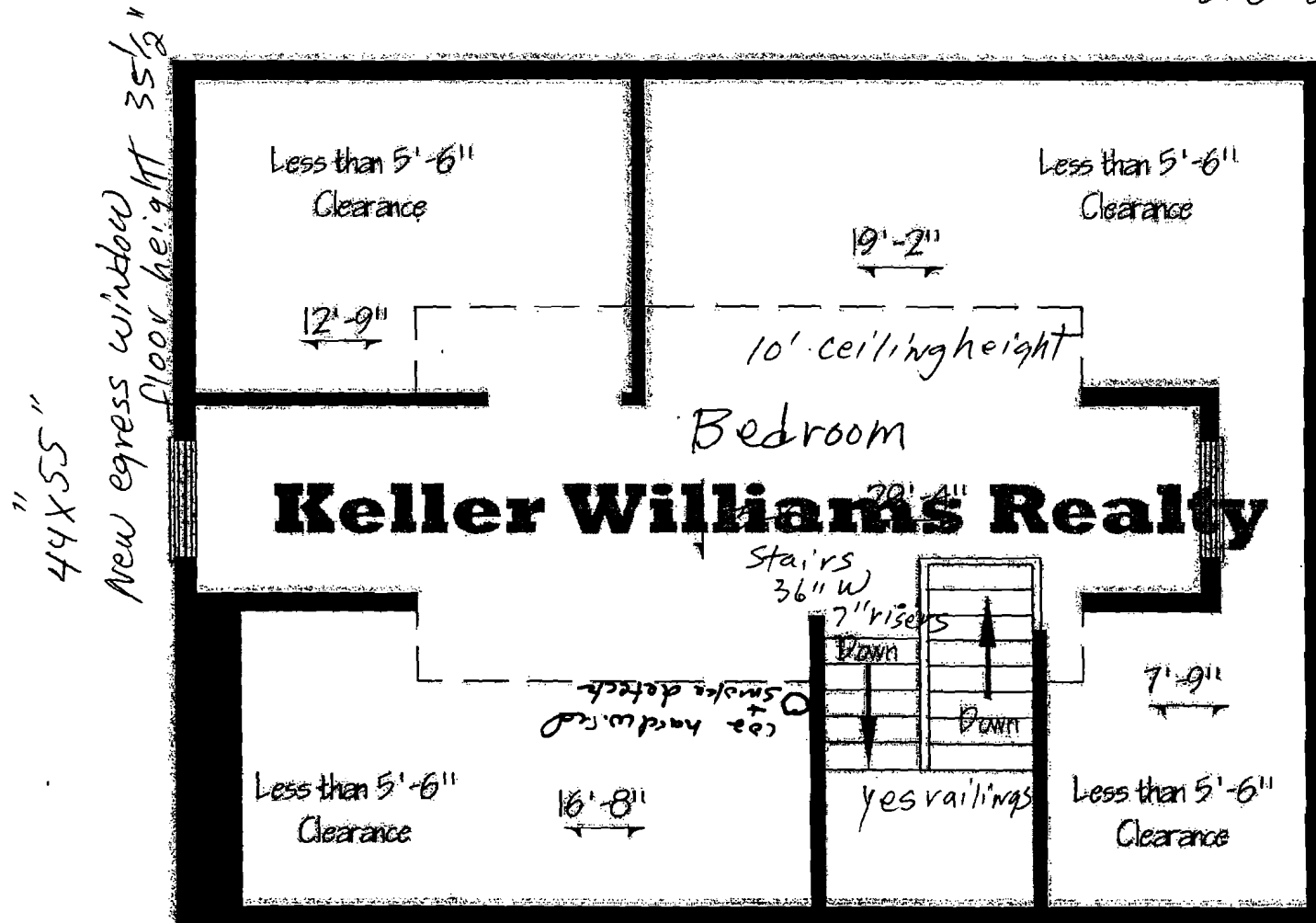
Floor plans are drawn to scale to indicate approximate dimensions and layout and may be sized to fit the spaces available for publication. They are for marketing and representation purposes only and are supplied to users with no expressed or implied warranty of accuracy, quality or completeness for any specific purpose or use. They do not modify or replace other drawings and/or legal documents. It is the responsibility of the users to verify all dimensions. © 2011 ITB FLOOR PLANS

Scale: 1" = 5'

681 Ocean Avenue

Third Floor

10' ceiling
all walls & ceilings are
Lath & plaster
IS ONE BIG BEDROOM



Floor plans are drawn to scale to indicate approximate dimensions and layout and may be sized to fit the spaces available for publication. They are for marketing and representation purposes only and are supplied to users with no expressed or implied warranty of accuracy, quality or completeness for any specific purpose or use. They do not modify or replace other drawings and/or legal documents. It is the responsibility of the users to verify all dimensions. © 2011 ITB FLOOR PLANS

Scale: 1" = 5'

EXHIBIT A

A certain lot or parcel of land situated on the easterly side of, but not adjacent to Ocean Avenue, in the City of Portland, County of Cumberland, State of Maine, being depicted on a plan of land titled "Subdivision Plat of True Street Subdivision" dated through September 18, 2008 by Sebago Technics, Inc., said parcel being more particularly bounded and described as follows:

Commencing at a capped 5/8-inch rebar set in the easterly line of Ocean Avenue at the southwesterly corner of land now or formerly of Stacy L. Dean as described in a deed recorded at the Cumberland County Registry of Deeds in Book 16270, Page 259;

Thence S 72°-06'-43" E, by and along land of Dean, a distance of 99.92 feet to the Point of Beginning of parcel herein described;

Thence N 18°-39'-58" E, by and along land of Dean, a distance of 67.13 feet to iron pipe;

Thence S 76°-06'-43" E, passing through land of Todd R. Sniper and Kelly O. Sniper, a distance of 99.91 feet to a capped 5/8-inch rebar set;

Thence S 16°-00'-45" W, passing through land of Todd R. Sniper and Kelly O. Sniper, a distance of 74.13 feet to a capped 5/8-inch rebar set;

Thence N 72°-06'-43" W, by and along land now or formerly of Wise, as described in a deed recorded in Book 14704, Page 31, and by and along land now or formerly of Drown, as described in a deed recorded in Book 12081, Page 149, a total distance of 103.00 feet to the Point of Beginning.

Meaning and intending to describe a certain parcel of land containing 7,157 square feet, more or less.

The bearings referenced herein are based upon Grid North NAD 1983 Maine West Zone.

DCS:dc/kn
October 29, 2008

Received
Recorded Register of Deeds
Dec 07, 2010 03:50:17P
Cumberland County
Pamela E. Lovley

WARRANTY DEED
(Maine Statutory Short Form)

KNOW ALL PERSONS BY THESE PRESENTS, that **STACY L. DEAN**, whose mailing address is 681 Ocean Avenue, Portland, Maine, for consideration paid, GRANTS TO the **CITY OF PORTLAND**, a body politic and corporate located in Cumberland County, State of Maine, whose mailing address is 389 Congress Street, Portland, Maine 04101, with WARRANTY COVENANTS, the land in the City of Portland, Maine, described on the attached Exhibit A.

IN WITNESS WHEREOF, the undersigned has caused this instrument to be signed and sealed on November 21, 2010.

[Signature]
Witness

[Signature]
Stacy L. Dean

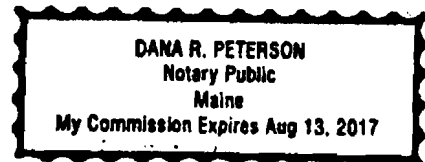
State of Maine
County of Cumberland, ss

November 21, 2010

Then personally appeared before me the above named Stacey L. Dean and acknowledged the foregoing to be her free act and deed.

Before me,

[Signature]
Notary Public/Attorney at Law
Name: Dana R. Peterson



SEAL

Exhibit A

A certain lot or parcel of land situated on the easterly side of, Ocean Avenue, in the City of Portland, County of Cumberland, State of Maine, being depicted on a plan of land titled "Subdivision Plat of True Street Subdivision" dated through September 18, 2008 by Sebago Technics, Inc., said parcel being more particularly bounded and described as follows:

Beginning at a capped 5/8-inch rebar set in the easterly side of Ocean Avenue at the southwesterly corner of parcel herein described;

Thence N 18°-49'-14" E, by and along Ocean Avenue, a distance of 10.00 feet to a point;

Thence S 76°-06'-43" E, by and along land now or formerly of Todd Sniper and Kelly Sniper as described in a deed recorded at the Cumberland County Registry of Deeds in Book 21518, Page 160, a distance of 10.00 feet to a capped 5/8-inch rebar set;

Thence S 61°-21'-15" W, passing through land of Stacy L. Dean, a distance of 14.74 feet to the Point of Beginning.

Meaning and intending to describe a certain parcel of land containing 50 square feet, more or less.

The bearings referenced herein are based upon Grid North NAD 1983 Maine West Zone.

DCS:dcs/kn
October 29, 2008

Received
Recorded Register of Deeds
Jan 24, 2011 03:03:25P
Cumberland County
Pamela E. Lavley

PORTLAND, ME

Strengthening a Remarkable City, Building a Community for Life www.portlandmaine.gov

424-A-29

Planning and Urban Development Department
Penny St. Louis, Director

Planning Division
Alexander Jaegerman, Director

JUNE 29, 2011

STACY DEAN
681 OCEAN HOUSE ROAD
PORTLAND, ME 04103

MIGS EATON
KELLER WILLIAMS REALTY
50 SEWELL STREET, 2ND FLOOR
PORTLAND, ME 04102

RE: Administrative Authorization Application- Change of Use for the Property at 681 Ocean Avenue

Dear Ms. Dean:

Thank you for submitting the application for an administrative authorization. We cannot grant authorization for the change of use, as the proposed addition of a unit in the house will require an amendment to the True Street subdivision plan. Your house is located on Lot 8 of the True Street Subdivision, which was approved on July 22, 2008. The creation of additional lots or units within a subdivision, approved less than five years ago, is a subdivision amendment that must be approved by the Planning Board. Please refer to Chapter 14 -496 (c):

Alterations to an approved plot. The planning authority may approve alterations to an approved recording plat when all of the following conditions are met; otherwise, a new subdivision plat must be submitted to the Planning Board:

1. The rearrangement of lot lines does not increase the number of lots within a block or other subdivision unit or area;
2. The alteration will not affect any street, alley, utility easement or drainage easement;
3. The alteration meets all of the minimum requirements of this article, article III of this chapter on zoning and other applicable state and local codes;
4. The alteration is approved by the public works authority and the fire department.

Therefore, the Planning Division does not have the authority to approve the request for a change of use from a single-family home to a duplex. You may apply for an amendment to the subdivision plan. An amendment of this scale could go directly to a public hearing with the Planning Board.

If you have any questions, please do not hesitate to contact Shukria Wiar at 756-8083 or via email at shukriaw@portlandmaine.gov

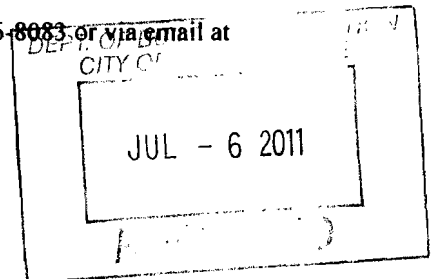
Thank you.


Barbara Barhydt
Development Review Services Manager

Electronic Distribution:

Alexander Jaegerman, Planning Division Director
Shukria Wiar, Planner
Tammy Munson, Inspection Division Director

Marge Schmuckal, Zoning Administrator
Ann Machado, Zoning Specialist



O:\PLAN\Dev Rev\True St Sub (off Ocean)\Change of Use for 681 Ocean St.doc

389 Congress Street • Portland, Maine 04101-3509 • Ph (207) 874-8721 or 874-8719 • Fax 856-8258 • TTY 874-8936



Administrative Authorization Application

Portland, Maine

Planning and Urban Development Department, Planning Division

PROJECT NAME: change of use for 681 ocean ave, Portland
PROJECT ADDRESS: 681 Ocean Ave, Portland CHART/BLOCK/LOT: 424/429
APPLICATION FEE: \$5398 (\$50.00) PAID
PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)

CONTACT INFORMATION:

OWNER/APPLICANT

Name: Stacy Dean
Address: 681 Ocean Avenue
Portland, ME 04103
Work #: _____
Cell #: 207-710-7177
Fax #: _____
Home #: _____
E-mail: deans@mmcc.org

CONSULTANT/AGENT

Name: Migs Eaton
Address: Keller Williams Realty
50 Sewell St. 2nd fl., Portland
Work #: 207-415-4793
Cell #: 207-415-4793
Fax #: 207-856-7167
Home #: _____
E-mail: migs@maine.rr.com

Criteria for an Administrative Authorizations: (see section 14-523(4) on pg. 2 of this appl.)

- a) Is the proposal within existing structures? Y
- b) Are there any new buildings, additions, or demolitions? N
- c) Is the footprint increase less than 500 sq. ft.? Y
- d) Are there any new curb cuts, driveways or parking areas? N
- e) Are the curbs and sidewalks in sound condition? Y
- f) Do the curbs and sidewalks comply with ADA? Y
- g) Is there any additional parking? Y
- h) Is there an increase in traffic? N
- i) Are there any known stormwater problems? N
- j) Does sufficient property screening exist? Y
- k) Are there adequate utilities? Y
- l) Are there any zoning violations? N
- m) Is an emergency generator located to minimize noise? N
- n) Are there any noise, vibration, glare, fumes or other impacts? N

Applicant's Assessment Planning Division Y(yes), N(no), N/A

<u>Y</u>	<u>Y</u>
<u>N</u>	<u>Y</u>
<u>Y</u>	<u>N</u>
<u>N</u>	<u>N</u>
<u>Y</u>	<u>Y</u>
<u>Y</u>	<u>n/a</u>
<u>Y</u>	<u>not shown</u>
<u>N</u>	<u>N</u>
<u>N</u>	<u>not addressed</u>
<u>Y</u>	<u>Y</u>
<u>Y</u>	<u>Y</u>
<u>N</u>	<u>N</u>
<u>N</u>	<u>N/A</u>
<u>N</u>	<u>n/a</u>

Signature of Applicant:

Stacy Dean

Date:

6/20/18

Planning Division Use Only

Authorization Granted ☐

Partial Exemption ☐

Exemption Denied ☒

Standard Condition of Approval: The applicant shall obtain all required City Permits, including building permits from the Inspection Division (Room 315, City Hall (874-8703)) prior to the start of any construction.

IMPORTANT NOTICE TO APPLICANT: The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.

**PROVISION OF PORTLAND CITY CODE
14-523 (SITE PLAN ORDINANCE)
RE: Administrative Authorization**

Sec. 14-523 (b). Applicability

No person shall undertake any development identified in Section 14-523 without obtaining a site plan improvement permit under this article. (c) Administrative Authorization. Administrative Authorization means the Planning Authority may grant administrative authorization to exempt a development proposal from complete or partial site plan review that meets the standards below, as demonstrated by the applicant.

1. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
2. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
3. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
4. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
5. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
6. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
7. There are no evident deficiencies in existing screening from adjoining properties; and
8. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.
9. There are no current zoning violations;
10. Any emergency generators are to be located to minimize noise impacts to adjoining properties and documentation that routine testing of the generators occur on weekdays between the hours of 9 a.m. to 5 p.m. Documentation pertaining to the noise impacts of the emergency generator shall be submitted; and
11. There is no anticipated noise, vibration, glare, fumes or other foreseeable impacts associated with the project.

- a. **Filing the Application.** An applicant seeking an administrative authorization under this subsection shall submit an administrative authorization application for review, detailing the site plan with dimensions of proposed improvements and distances from all property lines, and stating that the proposal meets all of the provisions in standards 1-11 of Section 14-423 (b)1. **The application must be accompanied by an application fee of \$50.**
- b. **Review.** Upon receipt of such a complete application, the Planning Authority will process it and render a written decision of approval, approval with conditions or denial, with all associated findings.
- c. **Decision.** If a full administrative authorization is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. In the event that the Planning Authority determines that standards a and b of Section 14-523 (b) (1) and at least four (4) of the remaining standards have been met, the Planning Authority shall review the site plan according to all applicable review standards of Section 14-526 that are affected by the standards in this subsection that have not been met. If an exemption or partial exemption from site plan review is not granted, the applicant must submit a site plan application that will undergo a full review by the Planning Board or Planning Authority according to the standards of Section 14-526.



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

_____ 20 11

Received from _____

Location of Work _____

Cost of Construction \$ _____ Building Fee: _____

Permit Fee \$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: _____

Building (IL) _____ Plumbing (I5) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

CBL: _____

Check #: _____ Total Collected \$ _____

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: _____

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy