

yet 07-0577 - no permit  
closed out. - no inspections.

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

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

Permit No: 07-0169	Issue Date:	CBL: 436 A001001
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Location of Construction: 107 ALLEN AVE	Owner Name: MAINE CONFERENCE ASSOC	Owner Address: ADVENTISTS BOX 1340	Phone:
Business Name:	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Commercial	Zone:

Past Use: Institutional / Church - community <i>service building for church (microfilm)</i>	Proposed Use: Institutional / After School Program. Change of use from Church to After School Program for 28 - 30 children <i>(part of building or whole?)</i>	Permit Fee: \$105.00	Cost of Work: \$105.00	CEO District: 4
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Proposed Project Description: Change of use: Church to After School Program for 28 - 30	FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: Type
	Signature:	Signature:
	PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)	
	Action <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Condition <input type="checkbox"/> Denied	
	Signature:	Date:

Permit Taken By: dmartin	Date Applied For: 02/15/2007	<b>Zoning Approval</b>
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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 information may invalidate a building permit and stop all work..	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zon <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Mino <input type="checkbox"/> MM <input type="checkbox"/> Date:	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Us <input type="checkbox"/> Interpretatio <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	<b>Historic Preservation</b> <input type="checkbox"/> Not in District or Landma <input type="checkbox"/> Does Not Require Revie <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Condition <input type="checkbox"/> Denied Date:
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**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 APPLICAN	ADDRESS	DATE	PHO
RESPONSIBLE PERSON IN CHARGE OF WORK, TIT		DATE	PHO

<b>Location of Construction:</b> 107 ALLEN AVE	<b>Owner Name:</b> MAINE CONFERENCE ASSOC	<b>Owner Address:</b> ADVENTISTS BOX 1340	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> n/a	<b>Contractor Address:</b> n/a Portland	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Use - Commercial	<b>Zone:</b>

**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 04/20/2007

**Note:** **Ok to Issue:**

- 1) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
- 2) All of the Conditional Use requirements of the Ordinance must be met and maintained during the continuance of this approved use. *- Day Care.*
- 3) Separate permits shall be required for any new signage.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Jeanine Bourke      **Approval Date:** 06/18/2007

**Note:** **Ok to Issue:**

- 1) Separate permits are required for any electrical, plumbing, or HVAC systems. Separate plans may need to be submitted for approval as a part of this process.
- 2) This is a Change of Use ONLY permit. It does NOT authorize any construction activities.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Capt Greg Cass      **Approval Date:** 06/12/2007

**Note:** awaiting conformation of fire alarm system. Masterbox required **Ok to Issue:**

- 1) Fire alarm system required

**Comments:**

2/16/2007-dmartin: Recieved application with no check. Mailed an invoice to the applicant. Permit will be on hold until the check is recieved./dm

3/16/2007-mes: I just received this permit today. This is a conditional use appeal and must be appealed prior to issuing the permit. Previously I sent information. I will send again. Permit on hold in M's area.

4/20/2007-mes: 4/19/07 The ZBA granted the conditional use appeal for a day care for up to 30 girls. I made out site plan exemption forms for planning and passed on the permit to fire for review.

5/4/2007-gg: received granted sit e exemption as of 05/04/07, put with permit (Greg Cass). /gg

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\_\_\_\_\_  
SIGNATURE OF APPLICAN

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHO

\_\_\_\_\_  
RESPONSIBLE PERSON IN CHARGE OF WORK, TIT

\_\_\_\_\_  
DATE

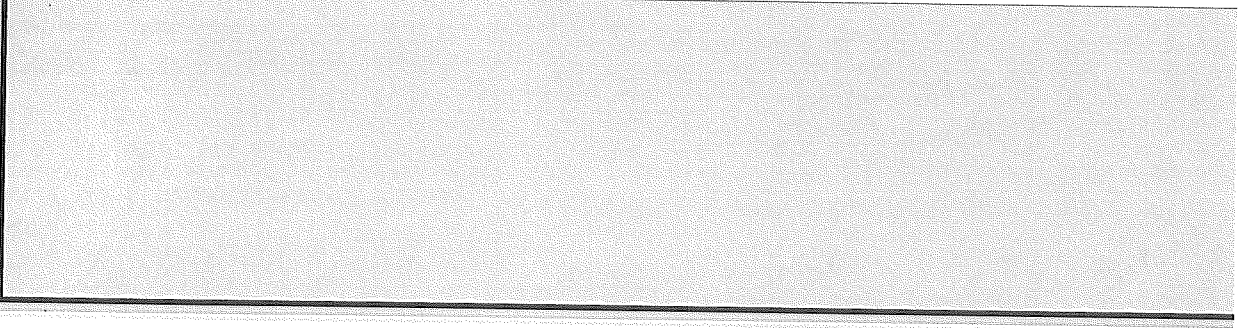
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PHO

This data is provided by the Assessor's Office and is current as of Dec. 4, 2007 Fees

CBL	436 A001001	Acct No	44364	Property Address	107 ALLEN AVE	
Owner Name 1	MAINE CONFERENCE ASSOC			Property Type	COMMERCIAL	Dist#: 4
Name 2				Description	436-A-1-2-4 TO 8	
Mailing Address	ADVENTISTS BOX 1340			Census Tract	22.00	ALLEN AVE 107-115
City, State, Zip	PORTLAND	ME	04101			HARVARD ST 2-22 43349 SF

Prop Info	Inspections	Site Plans	Permits	Complaints	Food/Water Cmpl.	Documents	Letters	Property Mgmt
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Date/Time	Staff/Contact	Street	Parcel ID	Appl ID	Appl Type	Type
06/14/07	Tammy Munson	107 ALLEN AVE	436 A001001	70577	Prmt	Certificate of Occupanc
						call Jen @ 603-625-1296 fire will be there @ 2pm
06/11/07	Mike Menario	107 ALLEN AVE	436 A001001	70577	Prmt	Close-in/Elec./Plmb./Fr
6:00 AM						Needs A.M. 347-8015 Carrie
06/11/07	Tom Markley	107 ALLEN AVE	436 A001001	70577	Prmt	Close-in/Elec./Plmb./Fr
6:00 AM						Needs A.M. 347-8015 Carrie



New	Scheduling
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ow Complaint	Close
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ow Inspection	Print Inv.
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ew Site Plan	View Permit
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Fees	Taxes	Notes
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by/Final		
aming		
aming		

GIRLS INCORPORATED  
*of* NEW HAMPSHIRE  
with subsidiaries in Southern Maine  
and Windsor County, VT

**girls  
inc.**  
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815 Elm Street, Ste. 4A  
Manchester, NH 03101  
603 625 1296

Regional Centers

Greater Nashua  
27 Burke Street  
Nashua, NH 03060  
603 682 6256

Capital  
1 White Park  
Green St. Cmnty Ctr.  
Concord, NH 03301  
603 223 0087

Greater Manchester  
340 Varney St.  
Manchester, NH 03102  
603 623 1117

Seacoast  
150 Wakefield St., Ste. 1  
Rochester, NH 03867  
603 330 9992

Maine Office  
So. Berwick, ME

May 9, 2007

Building Inspection Division  
389 Congress Street  
Portland, ME 04101

Dear Inspector,

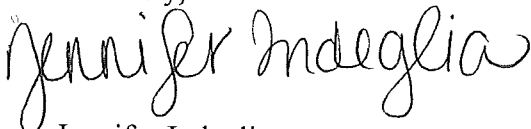
We have applied and were approved for a change in use of 105-107 Allen Avenue. It is presently being used a community services building. We will use one side of the building as our Afterschool program.

The only renovation that are being done to the building is the renovation of one bathroom to make it handicap accessible. We were told after meeting with Steve Dodge at the State Fire Marshall's office in Augusta that this is all that is needed to comply. I have included with this application a copy of the contractor's quote. We will be doing only the Front bathroom/hallway door at this time. I also included a floor plan and marked the bathroom that is being renovated. We are not doing any plumbing or electrical work with this renovation.

I am working with Greg Cass of the Portland Fire Department in regards to their requirements. I have contacted a fire alarm company for a quote to install a fire alarm system.

Please let me know if you have any questions. I can be reached at 603-625-1296.

Sincerely,



Jennifer Indeglia  
Chief Operating Officer



A United Way Agency

[www.girlsincnewhampshire.org](http://www.girlsincnewhampshire.org)

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to be strong,  
smart, and bold™

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March 26, 2007

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603 330 9992

**Maine Office**  
So. Berwick, ME

Zoning Board of Appeals  
City of Portland  
389 Congress Street  
Portland, Maine 04101

Dear Zoning Board,

Girls Incorporated of New Hampshire with subsidiaries in Southern Maine and Windsor County Vermont have found a wonderful space to operate a licensed After School program.

The Community Services building which is owned by the Seventh Day Adventist Church has rented space to us to operate this program. We are currently in the process of becoming a licensed provider at this location.

The Center will be open from the close of school until 6pm Monday through Friday. We would open full days during vacations and summer. Based on the space that we have we will expect to be licensed for 28 to 30 children.

We will enclose an area to the left side of the building for an outdoor play area. It will be separated from the abutting properties by a fence at least 48 inches in height. The space has not been enclosed at this time due to the snow and soft soil.

The Community Services building has an onsite parking lot which contains approximately 7 spots. Staff will use these spaces as well as parents for pick up.

We had an open house in February and met several of the neighbors and families who were interested in our programs. They were very enthusiastic about us joining the neighborhood.

The building is currently being used as a "clothes closet" for needy families in Portland. Each week families come to the building and are given clothes and household items. We feel that our program would complement this current use and assist in helping additional residents.



A United Way Agency

[www.girlsinnewhampshire.org](http://www.girlsinnewhampshire.org)

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**Maine Office**  
So. Berwick, ME

We will not operate on the weekends or late evenings which would work well with abutters as the building will be quiet and unused.

When we visited this building for the first time we were very excited about the prospect that we found our home in Portland for our program. The building is set up with a large multi-purpose room, small kitchen, small office and two bathrooms.

We have been in the schools in the Portland area for the past two years doing our programs with elementary and middle school girls. These programs include Economic Literacy, Media Literacy, Substance abuse prevention and violence prevention. We would be doing these programs at our licensed Center as well.

We have been operating licensed After school programs in New Hampshire for the past 33 years and have made great connections in all the cities we are in.

Thank you for your consideration of this conditional use appeal in zone R-5.

Please contact me at 603-625-1296 if you have any questions about our application.

Sincerely,

Jennifer Indeglia  
Chief Operating Officer



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Seven Day Adventist Church

# 07-0577 - remodel bathroom door - to make handicap accessible - part of change of  
issued 5/29/07. Allen Ave. vlt for  
a handicap program

closed 7/9/07

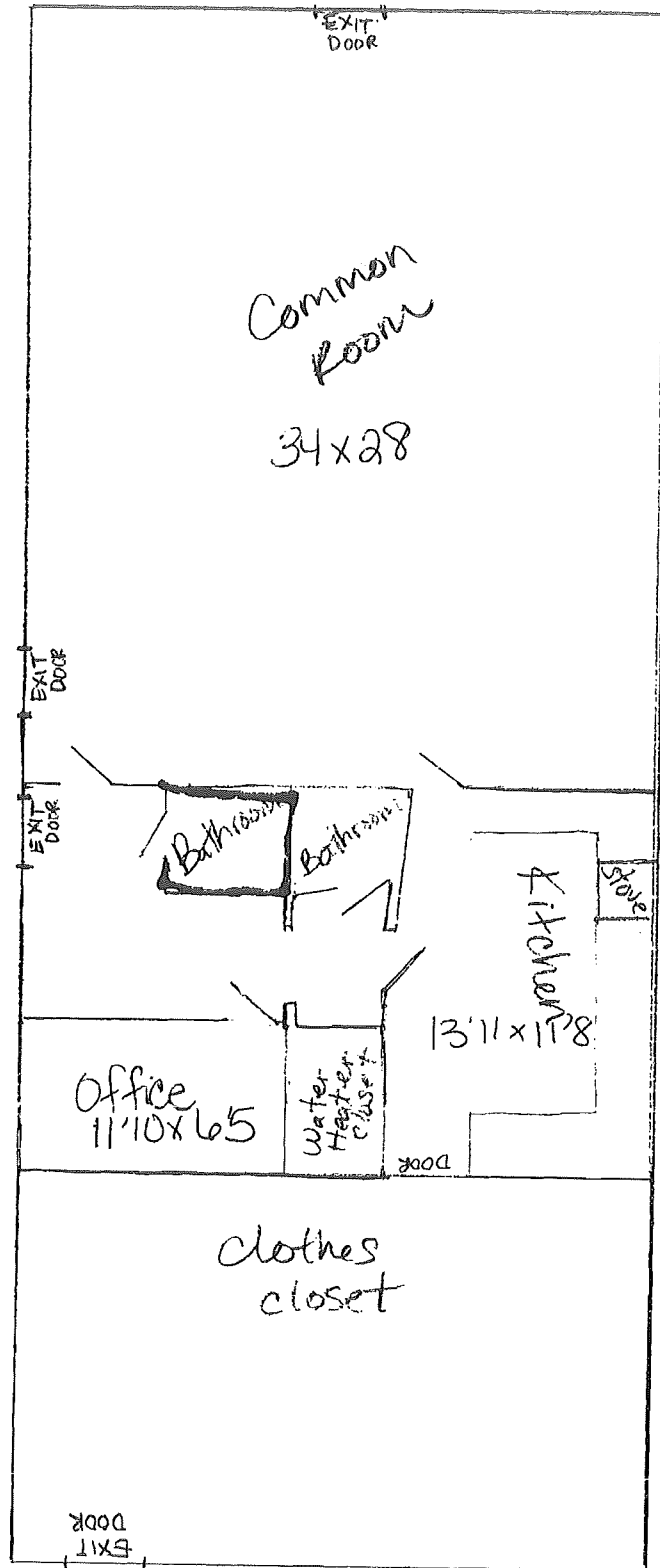
Wooden Interior  
Doors - 6'8" x 30"

Clothes closet  
door - 6'8" x 3'

Water heater  
closet double  
doors -  
6'7" x 5'

Metal Exit  
Doors - 6'7" x 35 1/2"

Yale St.





keep in file

4.14.01  
Conditional  
Use Appeal -  
105-107 Allen Ave

