



<b>CITY OF PORTLAND HOUSING SAFETY OFFICE</b> www.portlandmaine.gov/housingsafety housingsafety@portlandmaine.gov	<b>RENTAL HOUSING REGISTRATION FORM</b>
Portland City Hall, Room 26 389 Congress Street Portland Maine 04101 (P) 207-756-8131 (F) 207-756-8150	Revised 11-30-2015  Page 1 of 3

Chapter 6, Article VI of the City of Portland Code of Ordinances requires owners and managers to register rental units with the City of Portland Housing Safety Office. A rental unit is any portion of any residential structure that is rented or available to rent for any length of time to an individual(s) who is not the owner(s). Registration is due annually by January 1 of each year beginning January 1, 2016 and within thirty (30) days of purchasing a property used for rental. The registration fee is \$35 per individually rented room and/or dwelling unit. Failure to register may result in a fine.

Complete the **Rental Housing Registration Form** and **Owner's Pre-Inspection Checklist** for each rental property (multiple rental units at the same property with the same owner can share the same form) and return to the City of Portland Housing Safety Office by email to [housingsafety@portlandmaine.gov](mailto:housingsafety@portlandmaine.gov) as a digital PDF along with any scanned attachments. Paper and scanned forms will be accepted by fax, mail, and in person; however, digital PDF forms are preferred. After the registration information and fee discount documentation has been verified, an invoice for payment will be sent by email to the party certifying registration entered below.

SECTION 1: PROPERTY INFORMATION			
Street Number 45	Street Name Eastern Promenade, Apt # 9-H	Tax Account Number 296	CBL- Chart, Block, Lot Number (e.g. 001A_ _A001) 002 A007H09

SECTION 2: OWNER INFORMATION		
Owner(s) First Name BURNETT	Owner(s) Last Name HANSEN	Primary Telephone Number (914) 844-0601
Mailing Address 2 JAFFRAY PARK IRVINGTON NY 10533-1727		Email Address burnett.hansen@ymail.com
Owner is a/an: <input checked="" type="radio"/> Individual(s) <input type="radio"/> Partnership <input type="radio"/> Corporation <input type="radio"/> LLC <input type="radio"/> Other, please explain:		

SECTION 3: AUTHORIZED AGENT (if different than owner)		
<i>All properties must have an authorized agent for purposes of service. If property owner is a partnership, corporation, LLC or any other form of business entity, the authorized agent must be an individual who resides in the State of Maine.</i>		
Registered Agent First Name ESTHER	Registered Agent Last Name JOHNSON, CMCA, AMS Property Manager	Telephone Number (207) 871-1080
Mailing Address ONE CITY CENTER PORTLAND, ME 04101-7189		Email Address esther@dirigomgmt.com

SECTION 4: PROPERTY MANAGER (if different than owner)	
Property Manager Name DIRIGO MANAGEMENT COMPANY	Telephone Number (207) 871-1080
Mailing Address ONE CITY CENTER PORTLAND, ME 04101-7189	Email Address

SECTION 5: EMERGENCY CONTACT	
Emergency Contact Name DIRIGO MANAGEMENT COMPANY	Telephone Number (207) 871-1080

SECTION 6: RENTAL UNIT REGISTRATION	
If known, list unit numbers and/or room numbers of the rental units being registered (e.g. apartment number 1,2,3, 4-11) 9-H	Number of rental units registering  1

**To the best of my knowledge, I certify that the information being registered is true and correct.**

Name (print only) BURNETT HANSEN		Telephone Number (914) 844-0601
Relationship to Property OWNER	Date 12/26/2015	Email Address burnett.hansen@ymail.com



<b>CITY OF PORTLAND HOUSING SAFETY OFFICE</b> <a href="http://www.portlandmaine.gov/housingsafety">www.portlandmaine.gov/housingsafety</a> <a href="mailto:housingsafety@portlandmaine.gov">housingsafety@portlandmaine.gov</a>	<b>RENTAL HOUSING REGISTRATION FORM</b>
Portland City Hall, Room 26 389 Congress Street Portland Maine 04101 (P) 207-756-8131 (F) 207-756-8150	Revised 11-30-2015

**SECTION 7: FEE DISCOUNTS** *(The total discount may not exceed \$20.00 per rental unit)*

Discount Requested	Attach Required Verification Documents	Discount	Number of rental units for which a discount is being requested
Fully Sprinklered Building	Testing Report OR Maintenance Report OR Maintenance Contract	\$10.00/unit	1
Centrally Monitored Fire Alarm	Fire Department Logs OR Alarm Contract	\$7.50/unit	1
Housing Quality Standard (HQS) Inspection	HQS Inspection Report From Preceding Year	\$5.00/unit	
Uniform Physical Condition Standard (UPCS) Inspection	UPCS Inspection Report From Preceding Year	\$10.00/unit	
No Smoking Lease	Copy of Signed Lease	\$2.50/unit	

**DID YOU COMPLETE:** Rental Housing Registration Form  
 Owner's Pre-Inspection Checklist  
 Attach all fee discount verification documents if requesting discount

**EMAIL ELECTRONIC FORMS AND ATTACHMENTS TO:** [housingsafety@portlandmaine.gov](mailto:housingsafety@portlandmaine.gov)

**PAYMENT INFORMATION:** Following verification of registration information and fee discount documentation you will receive an email sent to the email address of the party certifying registration (found at the bottom of the first page).

- Pay the invoiced amount to complete your rental housing registration:
- in person by cash, check, or credit card;
  - by mail by check; or
  - online by credit card or check.

**FOR MORE INFORMATION:** See [www.portlandmaine.gov/housingsafety](http://www.portlandmaine.gov/housingsafety)

**PAYING BY CHECK:** Make checks payable to: City of Portland, Housing Safety  
**PLEASE NOTE INVOICE NUMBER, TAX ACCOUNT NUMBER, OR CBL ON CHECK**

FOR OFFICIAL USE ONLY		
	<b>Total Number of Rental Units Registering</b>	1
	<b>Registration Fees (\$35 x Number of Rental Units)</b>	35
	<b>Total Fee Discounts (not to exceed \$20.00 per rental unit)</b>	
	<b>TOTAL FEES DUE</b>	

CBL- Chart, Block, Lot Number <b>002 A007H09</b>
Account Number <b>296</b>



<b>CITY OF PORTLAND HOUSING SAFETY OFFICE</b> www.portlandmaine.gov/housingsafety housingsafety@portlandmaine.gov	<b>OWNER'S PRE-INSPECTION CHECKLIST</b>
Portland City Hall, Room 26 389 Congress Street Portland Maine 04101 (P) 207-756-8131 (F) 207-756-8150	Revised 11-30-2015 <span style="float: right;">Page 3 of 3</span>

This pre-inspection checklist will help prepare you for your initial basic life safety rental housing safety inspection.

Complete this checklist and return it with your Rental Housing Registration Form.

BUILDING INFORMATION			
Tax Account Number 296	CBL- Chart, Block, Lot Number (e.g. ### X __ X #####) 002 A007H09	Street Number 45	Street Eastern Promenade, Apt # 9-H

LIFE SAFETY CHECKLIST		YES	NO	NA	Comments
1.1	Is there a working smoke alarm (detector):				
	a. On each level of the building and dwelling unit and in the vicinity of each bedroom, including the basement?	✓			
	b. In each bedroom?	✓			
1.2	Is there a working carbon monoxide (CO) alarm (detector) on each level of the building and dwelling unit including the basement?	✓			
1.3	Does each dwelling unit have two separate ways out?		✓		
1.4	Are all ways out of the building:				
	a. Free of obstructions?	✓			
	b. Automatically or permanently lighted?	✓			
	c. Have doors that are fire-rated, self-closing, easily opened, and able to be used?	✓			
	d. Discharge at the ground level?	✓			
1.5	Do all exit stairways have handrails that are securely mounted?	✓			
1.6	If there is only one way out of a dwelling unit, does each bedroom have a window that can be easily opened and is large enough for emergency rescue or escape?	✓			

NA – not applicable

CODE REFERENCE (NFPA 101, City Code of Ordinances Chapter 6 and 10)	
Question	Code Explanation
1.1	There must be a working smoke alarm (detector) on each level of the building and dwelling unit including the basement and in the immediate vicinity of each bedroom or room used for sleeping as well as in each bedroom.
1.2	There must be a working carbon monoxide (CO) alarm (detector) on each level of the building and dwelling unit.
1.3	Each dwelling unit must have access to at least 2 separate ways out of the building that are not located close together unless the unit has an exit door opening to the outside at ground level, an enclosed stair used only by that unit opening to the outside at ground level, or access to an outside stair that serves no more than 2 units.
1.4	The way out of the building cannot be used for storage or trash containers. The way out of a building must be permanently lighted or by lighted by automatic means. Doors leading from a dwelling unit to a stairwell must be self-closing and fire rated. Locks or door hardware must be easy to use when leaving the building. Exits must lead to the ground level, not the basement.
1.5	All stairs must have handrails that are easy to grasp and that are securely mounted at a height between 34" and 38" measured from the leading edge of all treads, vertically to the handrail.
1.6	Each bedroom must have a window that can be opened without using tools or special knowledge. The opening of the window must be at least 20" wide and 24" high and provide an opening of 5.7 square feet. The bottom of the opening must be less than 44" above the floor.



***FIRE ALARM SYSTEMS &  
INTEGRATED SECURITY SOLUTIONS***

325 U.S. Rte. 1, Falmouth, ME 04105 - Phone 207-775-5755 / Fax 207-781-2064 – [www.protectionprofessionals.net](http://www.protectionprofessionals.net)

---

12-27-2014

To Whom it may concern:

Ref: Portland House, 45 Eastern promenade, Portland, ME 04101

This letter is to certify that the Faraday MPC-7000 Fire Alarm System located at 45 Eastern Promenade, Portland, Maine 04101 as of the date of this letter, is being monitored for Fire Alarm devices with transmissions to the City of Portland Fire department via City of Portland AES Radio. We have included a Zone List to show what is being monitored. The monitoring of this system is for "Common Areas" only and does not include individual tenant units. This system also undergoes Annual fire Alarm System Inspections.

Please feel free to contact me should you have any questions or require additional information regarding this matter.

Sincerely,

Richard P. Valliere, GM

[richard@protectionprofessionals.net](mailto:richard@protectionprofessionals.net)

# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
SMOKE	1001	BSMNT ABOVE FACP	PASS
SMOKE	1002	BSMNT HALL BY SPRINKLER RM	PASS
PULL	1003	BSMNT HALL B Y SPRINKLER RM	PASS
SMOKE	1004	BSMNT IN ELECTRICAL RM	PASS
HEAT	1005	BSMNT IN TENANT STORAGE RM	VIS
HEAT	1006	BSMNT IN TENANT STORAGE RM	NA
SMOKE	1007	BSMNT IN TENANT STORAGE RM	PASS
SMOKE	1008	BSMNT IN INCINERATOR RM	PASS
SMOKE	1009	BSMNT IN SPRINKLER RM	PASS
SMOKE	1012	BSMNT HALL BY TRASH	PASS
HEAT	1013	BSMNT IN RECYCLE ROOM	VIS
SMOKE	1014	BSMNT ELEVATOR LOBBY	NA
PULL	1015	BSMNT ELEVATOR LOBBY	PASS
SMOKE	1016	BSMNT HALL BY MAGER'S OFFICE	PASS
SMOKE	1017	BSMNT HALL BY GARAGE EXIT DOOR	PASS
PULL	1018	BSMNT HALL BY GARAGE EXIT DOOR	PASS
SMOKE	1019	BSMNT HALL BY CONDO BUILDING	PASS
HEAT	1020	BSMNT IN BATHROOM	VIS
SMOKE	1021	BSMNT IN METER RM #01	PASS
SMOKE	1022	BSMNT IN FAN RM #01	PASS
SMOKE	1023	BSMNT IN FAN RM #02	PASS
SMOKE	1024	BSMNT IN MAINTENANCE OFFICE	PASS
SMOKE	1025	BSMNT IN OUTSIDE FURNACE RM	PASS
HEAT	1026	BSMNT IN FURNACE RM	VIS
SMOKE	1027	BSMNT IN TELEPHONE RM	PASS
HEAT	1028	BSMNT BOILER RM	VIS

NFPA 72, Fig. 14.6.2.4 (p. 11 of 17)

# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
HEAT	1029	1 <sup>ST</sup> FLR IN VESTIBULE	VIS
HEAT	1030	BSMNT TENANT STORAGE AREA	VIS
SMOKE	1033	PARKING GARAGE ELEVATOR LOBBY	PASS
PULL	1034	PARKING GARAGE 1 <sup>ST</sup> LEVEL BY STAIRS	PASS
PULL	1035	PARKING GARAGE 2 <sup>ND</sup> LEVEL BY EXIT DOOR	PASS
PULL	1036	PARKING GARAGE 1 <sup>ST</sup> LEVEL BY STAIRWELL	PASS
PULL	1037	PARKING GARAGE 2 <sup>ND</sup> LEVEL BY STAIRWELL	PASS
PULL	1038	PARKING GARAGE 1 <sup>ST</sup> LEVEL BY STAIRWELL	PASS
SMOKE	1039	1 <sup>ST</sup> FLR BY MAIN ENTRANCE	PASS
SMOKE	1040	1 <sup>ST</sup> FLR HALL BY DOORMAN'S DESK	PASS
SMOKE	1041	1 <sup>ST</sup> FLR IN COMMON SITTING AREA	PASS
SMOKE	1042	1 <sup>ST</sup> FLR MAIL RM	PASS
SMOKE	1043	1 <sup>ST</sup> FLR BY MAILBOXES	PASS
SMOKE	1044	1 <sup>ST</sup> FLR HALL BY STAIRWELL "A"	PASS
PULL	1045	1 <sup>ST</sup> FLR HALL BY STAIRWELL "A"	PASS
HEAT	1046	1 <sup>ST</sup> FLR LAUNDRY RM	VIS
PULL	1047	1 <sup>ST</sup> FLR BY ELEVATOR LOBBY	PASS
SMOKE	1048	1 <sup>ST</sup> FLR HALL IN ELEVATOR LOBBY	VIS
PULL	1049	1 <sup>ST</sup> FLR HALL BY CONDO "1A"	PASS
SMOKE	1050	1 <sup>ST</sup> FLR HALL BY CONDO "1B"	PASS
SMOKE	1051	1 <sup>ST</sup> FLR HALL BY CONDO "1C"	PASS
PULL	1052	1 <sup>ST</sup> FLR HALL BY STAIRWELL "B"	PASS
PULL	1053	1 <sup>ST</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1054	2 <sup>ND</sup> FLR HALL BY CONDO "2C"	PASS
SMOKE	1055	2 <sup>ND</sup> FLR HALL BY CONDO "2B"	PASS
PULL	1056	2 <sup>ND</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1057	2 <sup>ND</sup> FLR ELEVATOR LOBBY	VIS
HEAT	1058	2 <sup>ND</sup> FLR LAUNDRY RM	VIS

NFPA 72, Fig. 14.6.2.4 (p. 12 of 17)

# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
PULL	1059	2 <sup>ND</sup> FLR HALL BY STAIRWELL "B"	PASS
SMOKE	1060	2 <sup>ND</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1061	3 <sup>RD</sup> FLR HALL BY STAIRWELL "A"	PASS
PULL	1062	3 <sup>RD</sup> FLR HALL BY STAIRWELL "A"	PASS
HEAT	1063	3 <sup>RD</sup> FLR LAUNDRY RM	VIS
SMOKE	1064	3 <sup>RD</sup> FLR ELEVATOR LOBBY	VIS
PULL	1065	3 <sup>RD</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1066	3 <sup>RD</sup> FLR BY CONDO "3B"	PASS
SMOKE	1067	3 <sup>RD</sup> FLR BY CONDO "3C"	PASS
PULL	1068	3 <sup>RD</sup> FLR BY STAIRWELL "B"	PASS
PULL	1069	4 <sup>TH</sup> FLR BY STAIRWELL "B"	PASS
SMOKE	1070	4 <sup>TH</sup> FLR HALL BY CONDO "4C"	PASS
SMOKE	1071	4 <sup>TH</sup> FLR HALL BY CONDO "4B"	PASS
PULL	1072	4 <sup>TH</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1073	4 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
HEAT	1074	4 <sup>TH</sup> FLR LAUNDRY RM	VIS
PULL	1075	4 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1076	4 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1077	5 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
PULL	1078	5 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
HEAT	1079	4 <sup>TH</sup> FLR IN LAUNDRY RM	VIS
SMOKE	1080	5 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
PULL	1081	5 <sup>TH</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1082	5 <sup>TH</sup> FLR HALL BY CONDO "5B"	PASS
SMOKE	1083	5 <sup>TH</sup> FLR HALL BY CONDO "5C"	PASS
PULL	1084	5 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
PULL	1085	6 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
SMOKE	1086	6 <sup>TH</sup> FLR HALL BY CONDO "6C"	PASS

NFPA 72, Fig. 14.6.2.4 (p. 13 of 17)

# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
SMOKE	1087	6 <sup>TH</sup> FLR HALL BY CONDO "6B"	PASS
PULL	1088	6 <sup>TH</sup> FLR HALL ELEVATOR LOBBY	PASS
SMOKE	1089	6 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
HEAT	1090	6 <sup>TH</sup> FLR LAUNDRY RM	VIS
PULL	1091	6 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1092	6 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1093	7 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
PULL	1094	7 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
HEAT	1095	7 <sup>TH</sup> FLR LAUNDRY RM	VIS
SMOKE	1096	7 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
PULL	1097	7 <sup>TH</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1098	7 <sup>TH</sup> FLR HALL BY CONDO "7B"	PASS
SMOKE	1099	7 <sup>TH</sup> FLR HALL BY CONDO "7C"	PASS
PULL	1100	7 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
PULL	1101	8 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
SMOKE	1102	8 <sup>TH</sup> FLR HALL BY CONDO "8C"	PASS
SMOKE	1103	8 <sup>TH</sup> FLR HALL BY CONDO "8B"	PASS
PULL	1104	8 <sup>TH</sup> FLR HALL IN ELEVATOR LOBBY	PASS
SMOKE	1105	8 <sup>TH</sup> FLR ELEVATOR LOBBY	PASS
HEAT	1106	8 <sup>TH</sup> FLR LAUNDRY RM	VIS
PULL	1107	8 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1108	8 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1109	BSMNT MANAGER'S OFFICE CLOSET	PASS
PULL	1110	9 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1111	9 <sup>TH</sup> FLR HALL BY CONDO "9C"	PASS
SMOKE	1112	9 <sup>TH</sup> FLR HALL BY CONDO "9B"	PASS
PULL	1113	9 <sup>TH</sup> FLR ELVATOR LOBBY	PASS
SMOKE	1114	9 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS

NFPA 72, Fig. 14.6.2.4 (p. 14 of 17)



# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
HEAT	1115	9 <sup>TH</sup> FLR LAUNDRY RM	VIS
PULL	1116	9 <sup>TH</sup> FLR HALL BY EXIT "A"	PASS
SMOKE	1117	9 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1118	10 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
PULL	1119	10 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
HEAT	1120	10 <sup>TH</sup> FLR LAUNDRY RM	VIS
SMOKE	1121	10 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
PULL	1122	10 <sup>TH</sup> FLR ELEVATOR LOBBY	PASS
SMOKE	1123	10 <sup>TH</sup> FLR HALL BY CONDO "10B"	PASS
SMOKE	1124	10 <sup>TH</sup> FLR HALL BY CONDO "10C"	PASS
PULL	1125	10 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
FLOW	1127	10 <sup>TH</sup> FLR WATERFLOW FOR CONDO "10D"	NA
PULL	1128	11 <sup>TH</sup> FLR HALL BY STAIRWELL "B"	PASS
SMOKE	1129	11 <sup>TH</sup> FLR HALL BY CONDO "11C"	PASS
SMOKE	1130	11 <sup>TH</sup> FLR HALL BY CONDO "11B"	PASS
PULL	1131	11 <sup>TH</sup> FLR HALL BY ELEVATOR LOBBY	PASS
SMOKE	1132	11 <sup>TH</sup> FLR ELEVATOR LOBBY	VIS
HEAT	1133	11 <sup>TH</sup> FLR LAUNDRY RM	VIS
PULL	1134	11 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1135	11 <sup>TH</sup> FLR HALL BY STAIRWELL "A"	PASS
SMOKE	1136	TOP OF STAIRS "B" BY ROOK EXIT DOOR	PASS
SMOKE	1137	TOP OF STAIRS "A" BY ROOF EXIT DOOR	PASS
SMOKE	1138	ELEVATOR MACHIINE RM ON ROOF	VIS
SMOKE	1139	ELEVATOR MACHINE RM ON ROOF	VIS
SMOKE	1144	ELEVATOR MACHINE RM ON ROOF	VIS
SMOKE	1151	ELEVATOR MACHINE RM ON ROOF	VIS

# Protection Professionals

LOC5542

## DEVICE TEST RESULTS

(Attach additional sheets if required)

Device Type	Address	Location	Pass / Fail
HEAT	1152	ELEVATOR MACHINE RM ON ROOF	VIS
HEAT	1153	ELEVATOR MACHINE RM ON ROOF	VIS
HEAT	1154	ELEVATOR MACHINE RM ON ROOF	VIS
HEAT	1155	ELEVATOR MACHINE RM ON ROOF	VIS
HEAT	1156	ELEVATOR MACHINE RM ON ROOF	VIS
HEAT	1157	ELEVATOR MACHINE RM ON ROOF	VIS
SMOKE	1158	TOP OF ELEVATOR SHAFT	NA
HEAT	1159	TOP OF ELEVATOR SHAFT	NA
HEAT	1160	TOP OF ELEVATOR SHAFT	NA
AV		1 <sup>ST</sup> FLR HALL	PASS
AV		1 <sup>ST</sup> FLR HALL	PASS
AV		1 <sup>ST</sup> FLR HALL	PASS
AV		2 <sup>ND</sup> FLR HALL	PASS
AV		2 <sup>ND</sup> FLR HALL	PASS
AV		2 <sup>ND</sup> FLR HALL	PASS
AV		3 <sup>RD</sup> FLR HALL	PASS
AV		3 <sup>RD</sup> FLR HALL	PASS
AV		3 <sup>RD</sup> FLR HALL	PASS
AV		4 <sup>TH</sup> FLR HALL	PASS
AV		4 <sup>TH</sup> FLR HALL	PASS
AV		4 <sup>TH</sup> FLR HALL	PASS
AV		5 <sup>TH</sup> FLR HALL	PASS
AV		5 <sup>TH</sup> FLR HALL	PASS
AV		5 <sup>TH</sup> FLR HALL	PASS
AV		6 <sup>TH</sup> FLR HALL	PASS
AV		6 <sup>TH</sup> FLR HALL	PASS
AV		6 <sup>TH</sup> FLR HALL	PASS
AV		7 <sup>TH</sup> FLR HALL	PASS
AV		7 <sup>TH</sup> FLR HALL	PASS
AV		7 <sup>TH</sup> FLR HALL	PASS
AV		8 <sup>TH</sup> FLR HALL	PASS
AV		8 <sup>TH</sup> FLR HALL	PASS
AV		8 <sup>TH</sup> FLR HALL	PASS
AV		9 <sup>TH</sup> FLR HALL	PASS

NFPA 72, Fig. 14.6.2.4 (p. 16 of 17)

# Protection Professionals

LOC5542			
AV		9 <sup>TH</sup> FLR HALL	PASS
AV		9 <sup>TH</sup> FLR HALL	PASS
AV		10 <sup>TH</sup> FLR HALL	PASS
AV		10 <sup>TH</sup> FLR HALL	PASS
AV		10 <sup>TH</sup> FLR HALL	PASS
AV		11 <sup>TH</sup> FLR HALL	PASS
AV		11 <sup>TH</sup> FLR HALL	PASS
AV		11 <sup>TH</sup> FLR HALL	PASS
AV		MAIN LOBBY	PASS
AV		SITTING ROOM	PASS
AV		MAIL ROOM	PASS
AV		BASEMENT HALL	PASS
AV		BASEMENT HALL	PASS
V		MANAGER OFFICE	PASS
V		BASEMENT BATHROOM	PASS

# Sprinkler System Inspection

RECEIVED  
7/30/15  
CPA

**Sprinkler Systems Inspection Co.**  
A Division of Sprinkler Systems, Inc.  
P.O. Box 1285  
Lewiston, ME 04243-1285  
Ph: 207-782-0104 Fax: 783-4865  
www.sprinklersystemsinc.com

THE ACCOMPANYING  
INVOICE WAS FORWARDED  
TO THE BOOKKEEPER.



Inspector: Tom Zielinski, Inspector #711

Inspection Date: 7/23/2015

Inspection conducted at:

**The Portland House**

45 Eastern Promenade

Portland ME

*Inspection performed in accordance with  
NFPA 25 Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection  
Systems, 2011 edition. Individual code references shown in ( ) for this standard.  
2013 Environment of Care; Elements of Performance for EC.02.03.05 in [ ].*

The following is a summary of the Dry Sprinkler System(s) Inspection/Testing results. This is a summary of all yes/no answers and other testing values. Specific questions for system(s) asked during inspection are shown below. If there are any no answers, they are noted in summary and explained in the Deficiency section of this report.

## Dry System

### Dry System Equipment Summary

	Total	Tested	Failed		Total	Tested	Failed
Dry Valves	1	1	0	Air Compressor	1	1	0
QOD	0	0	0	Auxiliary Drains	0	0	0
AMD	0	0	0	AMD-Regulated	0	0	0

System Location			
Area	Location	Mfr	Model
Sprinkler room	Dry system	1980 Firematic 6"	D

### Dry Sprinkler System

Heads free of corrosion, foreign material, paint or damage, no signs of leakage and heads installed in proper orientation? (5.2.1.1.1)
Minimum clearance maintained below all sprinklers? (5.2.1.2)
# of replacement sprinkler heads per # installed in the head box comply: 6 per 1-300: 12 per 301 to 1,000: 24 per > 1,000? (5.4.1.5)
Sprinkler head wrench for each type head provided in head box? (5.4.1.6)
System piping free of mechanical damage, leaks, corrosion, misalignment, or other loads or pipe hung from system? (5.2.2.1 and 5.2.2.2)
Pipe hangers and seismic braces secure and undamaged? (5.2.3.1)
Sprinklers in building are manufactured after 1920? (5.3.1.1.1.1)
Sprinklers in building are less than 50 years old, or if older has sprinkler sample been tested? (5.3.1.1.1)
If fast response sprinklers in building are 20 years old or older has sprinkler sample been tested? (5.3.1.1.1.3)
If dry sprinklers are installed in building, and have been in service for 10 years, has sprinkler sample been tested? (5.3.1.1.1.6)
Date tested, if applicable. ---

### Dry Pipe Valve

Air and water pressure gauges operating properly? (13.4.4.1.2)	
Valve has proper signs, is accessible and free of leaks, appropriate wrench and properly secured? (13.3.2.2)	
If system has auxiliary drains, is sign in place indicating number and location of each drain? (13.4.4.1.3)	
Exterior valve in good condition no physical damage, trim valves in normal open/closed position and intermediate chamber not leaking? (13.4.4.1.4)	
Priming water level correct? (13.4.4.2.1)	Hydraulic nameplate securely attached legible? (5.2.6)
Is there adequate drainage available? (13.2.4)	
Low temperature alarm, if installed in valve enclosure, tested before start of cold season? (13.4.4.2.7)	
Partial trip test of the dry pipe valve conducted with control valve partially opened? (13.4.4.2.3)	
Internal inspection - components operate properly & move freely, valve cleaned & in good condition? (13.4.4.3.1)	
Auxiliary drains opened, pipe drained or where weep holes provided, inspected to ensure they are clear and unobstructed? (5.5.1)	
Full flow trip conducted with valve fully open? (13.4.4.2.2.2)	
System pass testing for air leakage? (13.4.4.2.9)	
Valve strainers, filters, and restriction orifices; free from obstructions, operating properly, and in good condition? (13.4.4.1.6)	
Gauges on valve, when compared to calibrated gauge, error less than 3% full scale or gauge has been recalibrated or replaced? (5.3.2)	

The following is a summary of the Wet Sprinkler System(s) Inspection/Testing results. This is a summary of all yes/no answers and other testing values. Specific questions for system(s) asked during inspection are shown below. If there are any no answers, they are noted in summary and explained in the Deficiency section of this report.

## Wet Sprinkler System

### Wet System Equipment Summary

	Total	Tested	Failed		Total	Tested	Failed
Alarm Valve	0	0	0	Wet Riser, with check valve	0	0	0
Wet Riser, no check valve	1	1	0	Antifreeze System	1	1	1

### System Location

Area	Location	Mfr	Model
Boiler room	Wet sytem	Shot gun riser	fed via fire pump

### Wet Sprinkler System

Heads free of corrosion, foreign material, paint or damage, no signs of leakage and heads installed in proper orientation? (5.2.1.1.1)
Minimum clearance maintained below all sprinklers? (5.2.1.2)
# of replacement sprinkler heads per # installed in the head box comply: 6 per 1-300: 12 per 301 to 1,000: 24 per > 1,000? (5.4.1.5)
Sprinkler head wrench for each type head provided in head box? (5.4.1.6)
System piping free of mechanical damage, leaks, corrosion, misalignment, or other loads or pipe hung from system? (5.2.2.1 and 5.2.2.2)
Pipe hangers and seismic braces secure and undamaged? (5.2.3.1)
Sprinklers in building are manufactured after 1920? (5.3.1.1.1.1)
Sprinklers in building are less than 50 years old, or if older has sprinkler sample been tested? (5.3.1.1.1)
If fast response sprinklers in building are 20 years old or older has sprinkler sample been tested? (5.3.1.1.1.3)
If dry sprinklers are installed in building, and have been in service for 10 years, has sprinkler sample been tested? (5.3.1.1.1.6)
Date tested, if applicable. —

### Wet Riser Main Drain/No Check Valve - 1 gauge

Exterior of connection in good condition and gauge operable? (13.4.1.1)
Hydraulic nameplate, if applicable, securely attached to sprinkler system and is legible? (5.2.6)
Is there adequate drainage available? (13.2.4)
Gauges on valve, when compared to calibrated gauge is error less than 3% full or gauge has been recalibrated or replaced? (5.3.2)

### Wet System - Main Drain Test

[EP9]

Area/Location	Initial Static (13.2.5)	Residual (13.2.5)	Static (13.2.5)	Seconds to return initial static (A.13.2.5)	Compare favorably to last inspection (13.2.5.2)
Boiler room Wet sytem	150	120	150	1	Yes

### Antifreeze System

Area/Location	Type solution in antifreeze system. (5.3.4)	Antifreeze tested with correct freeze point? (5.3.4.3.2)	Specific gravity meets solution requirements? (5.3.4)	Specific gravity	Percentage of Solution mix
11th floor Laundry room	Glycerin	No	No	- 40	56.9%

## Supervisory and Alarm

### Supervisory and Alarm Device Summary

	Total	Tested	Failed		Total	Tested	Failed
Air Pressure Alarm Device	0	0	0	High/Low Air Pressure Switch	0	0	0
Electric Bell	0	0	0	Low Air Pressure Switch	1	1	0
Horn/Strobe	0	0	0	Water Motor Alarm	1	1	0
Fire Pump Phase Reversal	0	0	0	Water Pressure Switch	1	1	0
Fire Pump Power	0	0	0	Tamper Switch	0	0	0
Fire Pump Running	0	0	0	Waterflow Alarm Switch	21	21	0
Fire Pump Supervision	0	0	0				

### Supervisory and Alarm Devices

[EP1 and EP2]

Device	Area	Location	Mfr/Model	Visual	Operational
Waterflow Alarm Switch	Boiler room	Wet system	System Sensor 6" WFD60	Yes	Yes 30
Water Pressure Switch	Sprinkler room	Dry system	Potter WFSRB	Yes	—
Low Air Pressure Switch	Sprinkler room	Dry system	Reliable J	N/A	Yes
Water Motor Alarm	Sprinkler room	Dry system		Yes	Yes
Waterflow Alarm Switch	Stair A	02nd Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	03rd Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	04th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	05th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	06th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	07th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	08th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	09th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	10th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair A	11th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	02nd Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	03rd Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	04th Floor	System Sensor WFDT	Yes	Yes
Waterflow Alarm Switch	Stair B	05th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	06th Floor	System Sensor WFDT	Yes	Yes
Waterflow Alarm Switch	Stair B	07th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	08th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	09th Floor	System Sensor WFDT	Yes	Yes 30
Waterflow Alarm Switch	Stair B	10th Floor	Potter 2 1/2" VSR-F	Yes	Yes 30

The following is a summary of the Miscellaneous Component(s) Inspection/Testing results. This is a summary of all yes/no answers and other testing values. Specific questions for system(s) asked during inspection are shown below. If there are any no answers, they are noted in summary and explained in the Deficiency section of this report.

### Other Components

#### Miscellaneous Equipment Summary

	Total	Tested	Failed		Total	Tested	Failed
Backflow Device	0	0	0	Ice Obstruction	0	0	0
Fire Department Connection	1	1	0	Obstruction Investigation	1	1	0
Gauge	0	0	0				

#### Fire Department Connection

[EP10]

Area/Location	Visible and accessible, without damage and signs in place? (13.7.1)	Couplings and swivels free of damage and rotate smoothly? (13.7.1)	Caps, plugs and gaskets in place and free from damage? (13.7.1)	Check valve clapper w/o leaks, automatic drain valve in place and operating properly? (13.7.1)	Check valve components operate properly, cleaned/repared as needed? (13.4.2.1)
Sprinkler room Dry system	Yes	Yes	Yes	Yes	N/I

#### Internal Pipe Exam

Internal pipe exam - System free of evidence of foreign organic and inorganic material needing to be removed by checking flushing connection end of one main and removing one sprinkler near end of branch line? (14.2.1)

Area	Location	Date Last Internal Inspection
	Both systems	1/1/1980





## Sprinkler Systems Inspection Co.

A Division of Sprinkler Systems, Inc.

P.O. Box 1285

Lewiston, ME 04243-1285

Ph: 207-782-0104 Fax: 783-4865

www.sprinklersystemsinc.com

### Deficiency Report

Customer Address	Site Address
The Portland House c/o The Dirgo Mgmt	The Portland House
1 City Center 4th floor	45 Eastern Promenade
Portland, Maine 04101	Portland, ME
Phone: 774-2816 Fax:	Phone: Fax:
Customer #: 583	Site #: 583-001 Contact:
Job Name: The Portland House	Inspection Date: 7/23/2015

Item	Area	Question	Condition Description
Antifreeze System	11th floor Laundry room	Antifreeze tested and results indicate correct freeze point in system? (5.3.4.3.2)	TESTED SOLUTION IS NOT WITHIN ACCEPTABLE RANGE-MUST BE DRAINED AND REPLACED WITH FACTORY MIXED SOLUTION
Antifreeze System	11th floor Laundry room	Antifreeze specific gravity as measured meet solution requirements? (5.3.4)	TESTED SOLUTION IS NOT WITHIN ACCEPTABLE RANGE-MUST BE DRAINED AND REPLACED WITH FACTORY MIXED SOLUTION
Dry System Inspection		Sprinkler heads free of corrosion, foreign material, paint or damage, no signs of leakage and heads installed in proper orientation? (5.2.1.1.1)	Upright in pendent position, g-1 elevator entrance
Dry System Inspection		System piping free of mechanical damage, leaks, corrosion, misalignment, or other loads or pipe hung from system? (5.2.2.1 and 5.2.2.2)	lower level 4" threaded, 4x3x4 tee, 3" threaded pipe corroded.
Wet System Inspection		System piping and fittings free of mechanical damage, leaks, corrosion, misalignment, or other loads or pipe hung from system? (5.2.2)	Leak in drain on 7th floor stair A

#### Observations

**Items listed below are not part of an NFPA 25 Inspection. The inspection of these items does not constitute a design review or engineering analysis of your system. These items were noticed during an inspection of your fire protection system performed in accordance with NFPA 25 but are not part of the NFA 25 Inspection. No guarantee or assurance that any or all design or engineering defects or deficiencies have been detected has been made.**

1st floor, has not been sprinkled at this time, Lowest level of garage, there is a piece of 4" threaded pipe, with 4x3x4" threaded tee and 3" threaded pipe that is corroding badly. It should all be removed and replaced with new pipe. Level; G-1 elevator entrance, has an upright in a pendent position, it needs to be replaced with an standard response pendent head. The systems are monitored by the fire dept.

#### Liability Release Statement:

The owner and/or designated representative acknowledges the responsibility of the operating condition of the component parts at the time of this inspection. It is agreed that the inspection service provided by the contractor as prescribed herein is limited to performing a visual inspection and/or routine testing, and any investigation or unscheduled testing, modification, maintenance, repair, etc., of the component parts is not included as part of the inspection work performed. It is further understood that all information contained herein is provided to the best of the knowledge of the party providing such information.

Customer: Dana

7/23/2015

Inspection Technician: Tom Zielinski, Inspector #711

7/23/2015