

**Building Inspections - Re: Roof deck - Munjoy Hill**

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**From:** Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)>  
**To:** Building Inspections <[buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)>  
**Date:** 6/23/2014 1:57 PM  
**Subject:** Re: Roof deck - Munjoy Hill

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Hi,

Sorry bout that - cost of work is \$20,000. What dimensions do you need on the key plan? Just the deck dimensions?

Thanks

Ryan

On Mon, Jun 23, 2014 at 1:52 PM, Building Inspections <[buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)> wrote:

Ryan, you will also need to provide dimensions on your key plan (ie; plot plan). These 2 items are requirements.

>>> Building Inspections 6/23/2014 1:39 PM >>>

Ryan

You need to provide a cost of work.

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 6/20/2014 9:25 AM >>>

Hi Jeanie,

I've gathered all the documents you requested after my initial submittal. Please find attached, and please let me know if there is anything else I can provide.

Best Regards,

Ryan

On Mon, Jun 2, 2014 at 12:53 PM, Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> wrote:

Hi Jeanie,

I've completed and attached the documents for the permit application with the help of the builder, Peter Floecker of North by East Building, who will be building the deck and stairs.

As we had discussed via email before, my plan is to build a very similar deck to my neighbor's, and to sister all the underlying joists like he did. You had said before that this should allow me to skip the step of getting drawings done by an engineer. Do you still think that will be the case after seeing the drawings? I plan on having an engineer come and look at the roof and sign off on the project regardless. I'm mostly hopeful

that if I can skip the step of getting the engineer stamp on the documents that my application will be able to be fast-tracked. Will that be possible?

We had also discussed the Dayliter Roof Hatch, which you seemed to think can be code-compliant if installed correctly. Please see "Section EW Bulkhead / Roof Hatch" drawing for the dimensions associated with lifting the hatch.

Please let me know what other info you'll need, if any, to grant the permit request. Please also let me know about the fast-tracking - Peter is hoping to slot this in between larger projects and we'll have to get going very soon in order to do so.

Thanks again for all your guidance, Jeanie.

Regards,

Ryan

On Wed, May 14, 2014 at 2:43 PM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Hi Ryan,  
I do not foresee any issues with this at this time.  
Jeanie

*Jeanie Bourke*  
*CEO/LPI/Plan Reviewer*

**City of Portland**  
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>>> Ryan Fitzgerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 5/14/2014 1:11 PM >>>  
Hi Jeanie,

Another questions for you. I've had a couple contractors take a look at the situation and one thinks that doing the structural reinforcement on top of the roof, rather than sistering the existing joints, will be significantly less expensive, as he's skeptical that we can get 12' sistering boards into the crawl space between my ceiling and the roof without cutting out a whole in the facade. Will there be an issue if the deck is raised up by 6" or so to allow for framing above the roof membrane?

Thanks

Ryan

On Thu, May 1, 2014 at 3:22 PM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Hi Ryan,

A minimum of 42" railings are required on all sides as this is the fall protection from the roof. No access to the roof is allowed unless the fall protection is at the roof edge.

Jeanie

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 4/29/2014 2:55 PM >>>

Hi Jeanie,

One other question - the roof deck is going to be 28'x19.5'. It will be set back 2' from the edge on three sides, and on the fourth side the roof continues out another 40 feet or so. My question is, on the side that is not on the edge, do I need a railing? I was considering putting in planters (in grey) and leaving a section open for access to the rest of the roof.

Thanks,

Ryan

On Tue, Apr 29, 2014 at 2:16 PM, Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> wrote:

Hi Jeanie,

Carrying on with the roof deck plans - we're getting closer!

When we sent you the plans last year you responded: "For the roof structure assessment, note that the material you are presenting is much larger dimensionally, they only used sleepers at the neighboring deck. They also had to sister each existing roof joist to for structural loading. A more thorough assessment should be done to determine the existing capacity and new loads, live and dead."

1) If we changed the plans to match those of my neighbors deck, and sistered each existing roof joist as they did, would it be possible to skip the structural assessment, or will that be necessary regardless?

2) I've asked Stephen from Daylitter, the company that makes the roof hatch door, to provide the materials you asked for that would "detail[ed] and provide[d] on the plans to show the headroom at the operation of the hatch mechanism." Hopefully the attachment helps some. But, if I'm understanding correctly, you want to see how the mechanism will work in a section drawing, specifically showing the headroom from the stair at which the operator can open the door. Is that correct?

3) I am considering doing a wire-rail system. Are there specific Portland or Maine requirements in terms of cable thickness and/or spacing?

Thanks for your continuing help with this, we're getting very close.

Ryan

On Tue, Jun 18, 2013 at 3:38 PM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Hi Ryan,

I apologize for not replying sooner, I was out of the office 1/2 day on Thurs., and all of Friday and had not highlighted this email for follow up, so thanks for the reminder check in.

Here are my responses to your comments and questions:

1. For the roof structure assessment, note that the material you are presenting is much larger dimensionally, they only used sleepers at the neighboring deck. They also had to sister each existing roof joist to for structural loading. A more thorough assessment should be done to determine the existing capacity and new loads, live and dead.

2. The code is pretty specific, IBC Sec. 1009.13 that an occupied roof requires a penthouse access and stairs. The existing stairs does not even comply with fire escapes, Sec. 3406 for rise and run dimensions, risers not more and treads not less than 8" and 36" min. landing.

I suggest you continue to work on a design that will provide code compliance with occupied roofs and include structural loading assessment.

Attached is new information on electronic filing of permits, please also see this website for more information, <http://www.portlandmaine.gov/planning/buildinsp.asp>

Let me know if you have any questions,

Jeanie

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 6/18/2013 11:17 AM >>>

Hi Jeanie,

Just want to make sure you got my email from last week.

Thanks

Ryan

On Thu, Jun 13, 2013 at 10:07 AM, Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> wrote:

Hi Jeanie,

Thanks for your help with this roof deck stuff so far. I've been working with my friend Evan (cc'd) who is a builder. He's drawn up some plans and spec sheets, attached. I've also done some (slightly more \*ahem\* amateur) sections of the existing stairwell and what it will look like if I am allowed to move forward with my plans. Also attached.

I retrieved the plans from my neighbor's roof deck application from City Hall. I've attached these as well for your reference.

Andrew Jackson, a structural engineer, came by my apartment to look at the stairs and roof. He has not conducted any official assessment, but he said that there will not be any issue with the load bearing of the roof: "I don't think any of the structural aspects of the project will present major problems. We will likely need to reframe the hatch opening and reinforce some existing joists but this is to be expected. I expect that the new loads on the roof are negligible compared to the existing weight of the structure and the existing foundation is in good shape so I don't see any other major reinforcement required." He suggested that I get pre-approval from you before getting him to do any further assessment, as he costs about \$100/hour.

I have gotten in touch with as many roof-hatch manufacturers as I can find, and none of them have ever heard of a roof hatch that is operable from the bottom of the stairwell. Do you know of any companies that do this? The closest I've found is a roof hatch by Nystrom that includes telescopic spring tubes that aid in opening the hatch. The salesman was not entirely sure if,

once the latch is pulled, the door would open on its own. If so, it would be easy enough to run a cord from the bottom of the stair to the latch.

Can we arrange a time to meet? Curious to hear your thoughts on the plans/specs and to figure out what the next steps are if you approve of them. Sorry for the thousand attachments.

Thanks!

Ryan

On Mon, May 13, 2013 at 11:58 AM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Ok, but the details of previous comments need to be provided.

You are welcome to come into the office, city hall room 315 to research the permit documents for your neighbors deck permit.

The administrative staff can assist you.

Jeanie

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 5/13/2013 11:04 AM >>>

Hi Jeanie,

I would assume so, but I guess I can't know without seeing the plans/assessments.

My neighbor actually installed a small landing structure and a spiral stairwell, which I will not be doing unless I have to (and if I have to, I'll have to save up some more to do this project). Other than that the deck should be quite similar in terms of structure.

Thanks!

Ryan

On Mon, May 13, 2013 at 9:36 AM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

That depends....it sounds like the decks are of similar size, but are they spanning the roof in a similar direction in relation to the roof framing? I guess this will depend on how similar the design is.

Thanks,

Jeanie

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 5/13/2013 9:06 AM >>>

Hi Jeanie,

I'm moving forward on this roof deck (fingers crossed!) and I was wondering if I could use the assessment that my neighbor used on his deck. His condo is a mirror-image of mine, and he built a roof deck about 5 years ago. I'd imagine he had to submit similar assessments/plans when he was in the process of getting approval from your office.

His name is Ron Jenkins and his address, I believe, is 49 Morning St. Apt 8.

Thanks!

Ryan

On Mon, Mar 25, 2013 at 8:36 AM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Good Morning Ryan,

On the stairs, the existing conditions should be detailed on the plans, ie. rise, run, width, headroom, landings. Existing conditions may be acceptable depending on the level of conformance.

The state statute requires stamped plans for projects at 50K and above. The code allows the building official to require them where special conditions exist. They may not technically qualify in this situation, however specific code requirements need to be detailed. At the very least, a structural assessment of the roof for loading is required and drafted plans are preferred. I am not familiar with the adobe illustrator program.

Jeanie

>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 3/21/2013 10:06 PM >>>  
Hi Jeanie,

Thanks for getting back to me on this. A couple more questions before I get to the drafting stage:

1) On the stairs, do I understand correctly that the stairs will not be compliant as a the means of entry/egress to the proposed roofdeck? If so, is there a way to make them compliant or would I have to build a new stairwell?

2) A builder friend of mine thinks that professional drafts are only required on projects costing over \$50,000. Is that the case? I'm hoping this will be well under that..If that's not the case, do I need professional plans or can I mock up something basic in adobe illustrator?

Thanks again Jeanie.

Regards,

Ryan

On Fri, Mar 15, 2013 at 12:58 PM, Jeanie Bourke <[JMB@portlandmaine.gov](mailto:JMB@portlandmaine.gov)> wrote:

Hi Ryan,

I looked at the photos briefly and here are my comments:

~If the stair is within your unit access to an occupied roof is by a code compliant means, ie. stairs, spiral. The current stairs and roof hatch is noncompliant and only for use to access mechanicals. Even then, since it is within 10' of the roof edge, there should be 42" guardrail protection.

~A hatch is not allowed for occupied roof access, full headroom and door is required. A hatch that has a mechanism that opens while at the bottom of stairs could be allowed but this requires pre-approval based on documentation.

~There will be a limit on the size of the deck as the area/7 or possibly 15 is used for the required number of egresses from the deck.

I strongly suggest you engage the services of a design professional or at least a draftsman as the City is now accepting only electronic plans that are clear, legible and accurate. Please see the Planning website for more information on permit applications and standards on electronic submittals.

<http://www.portlandmaine.gov/planning/default.asp>

When you have some preliminary plans I would be happy to meet with you prior to filing an application. At that point I may want to also include the fire department.

Let me know if you have any questions,

Jeanie

*Jeanie Bourke*  
*CEO/LPI/Plan Reviewer*

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>>> Ryan FitzGerald <[ryan.fitzgerald.17@gmail.com](mailto:ryan.fitzgerald.17@gmail.com)> 3/14/2013 2:32 PM >>>

Hi Jeanie,

I am looking into building a roof deck on the roof of my apartment and I would like to talk with you about code and how to meet it.

I am one of two people who have roof rights and access in my 8-condo building. We both have a 20'x30' space of the roof that we own and are able, under the association rules, to do with as we see fit.

I have attached pictures of the roof area, the current stairs and hatch leading to the roof area, and a picture of my neighbors roof deck. I don't have quite the funds he does, so I'm hoping to build something a little simpler than he did. I'm also really hoping that the stairs and hatch will be up to code, though I've been led to believe that the hatch, in particular, may not be.

Could I meet with you at some point to discuss?

Thanks!

Ryan

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

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