Portland, Maine | Yes. Life's good here.

Department of Permitting and Inspections

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/07/17

Demolition of a Structure
Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

One (1) complete application must include:

- [4] Completion of the Demolition Call List
- [4] Written notice to adjoining owners (copy of each)
- [4] A photo(s) of the structure to be demolished
- [4] A plot plan or site plan of the property
- [4] Certification from an asbestos abatement company (if required)
- [4] Electronic files in PDF format are also required (separate PDFs-per document-and named appropriately)

Please submit all of the information outlined in this application checklist. If the application is incomplete, the application will be refused.

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.

Permit Fee: $25.00 for the first $1000.00 construction cost, $15.00 per additional $1000.00 cost

This is not a Permit; you may not commence any work until the Permit is issued.

*389 Congress Street * Portland Maine 04101-3509 * Phone: (207) 874-8703 * Fax: (207) 874-8716*
http://www.portlandmaine.gov * E-Mail: buildinginspections@portlandmaine.gov

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Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding that this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the selections below.

1. Once the complete application package has been received by us, and entered into the system
2. You will receive an e-mailed invoice from our office which signifies that your electronic permit application and corresponding paperwork have been entered, ready for payment, to begin the process.
3. You then have the following four (4) payment options:

provide an on-line electronic check or credit/debit card (we accept American Express, Discover, VISA, and MasterCard) payment

call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone

hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall

deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Department of Permitting and Inspections
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts only once my payment has been received. After all approvals have been met and completed, I will then be issued my permit and it will be sent via e-mail. ***No work shall be started until I have received my permit.***

Applicant Signature: Mike Boisonneau Date: 6-14-17

I have provided digital copies and sent them on: Date: 6-14-17

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

General Building Permit Application

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If you or the property owner owes real estate or personal property taxes or user charges on any p
within the City, payment arrangements must be made before permits of any kind are accepted.

Address/Location of Construction: 7 Cumberland, Portland, ME		
Total Square Footage of Proposed Structure:	7,200 SF	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 14-C-23	**Applicant Name:** Mike Boissonneau Address 126 Underwood Rd Falmouth, ME 04105 City, State & Zip	Telephone: 207-332-3038 Email: mboisso1@maine.rr.com
Lessee/Owner Name: (if different than applicant) Address: City, State & Zip: Telephone E-mail:	**Contractor Name:** Chris Wilson (if different from Applicant) Address: City, State & Zip: Telephone E-mail:	Cost of Work: $ 10,000 C of O Fee: $ Historic Rev $ Total **Fees:** $ 10,000

Current Use (i.e. single family) Duplex Residence

If vacant, what was the previous use? _____

Proposed Specific use: Multi-Family Condominium

Is property part of a subdivision? If yes, please Name _____

Project description: Demolition of the existing building on site

Who should we contact when the permit is ready: Mike Boissonneau

Address: 126 Underwood Rd

City, State & Zip: Falmouth, ME 04105

E-mail Address: mboisso1@maine.rr.com

Telephone: 207-332-3038

Please submit all of the information outlined on the applicable checklist. Failure to do so causes an automatic permit denial.

In order to be sure the City fully understands the full scope of the project, the 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 Department of Permitting and Inspections on-line at www.portlandmaine.gov, or stop by the 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: Evan Carroll **Date:** 6-14-17

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

Demolition Call List & Requirements

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Site Address: 5-7 Cumberland Ave Portland Maine Owner: Mike Boissonneau

Structure Type: Residential Duplex Contractor: Chris Wilson

Utility Approvals	Number	Contact Name/Date
Central Maine Power	1-800-750-4000	# 10300332544 Rhonda 6/14/17
Unitil	1-207-541-2533	Mark Allen 3/10-17
Portland Water District	761-8310	Mary (Customer Service) 3/10.17
Dig Safe	1-888-344-7233	Ticket # 20172406602 6/13/17

After calling Dig Safe, you must wait 72 business hours before digging can begin.

DPW/ Traffic Division	874-8891	Jeremiah Bartlet 3/10/17
DPW/ Sealed Drain Permit	874-8822	Carol Merritts 3/10/17
Historic Preservation	874-8726	Rob Weiner 3/10/17
DEP – Environmental (Augusta)	287-2651	Sandy Moody 3/13/17

Additional Requirements

1) Written notice to adjoining owners
2) A photo of the structure(s) to be demolished
3) A plot plan or site plan of the property
4) Certification from an asbestos abatement company
5) Electronic files in pdf format are also required in addition to hard copy

Permit Fee: $25.00 for the first $1000.00 construction cost, $11.00 per additional $1000.00 cost

All construction and demolition debris generated in Portland must be delivered to Riverside Recycling Facility at 910 Riverside Street. Source separated salvage materials placed in specifically designated containers are exempt from this provision. For more information call @ 874-8467.

U.S. EPA Region 1 – No Phone call required. Just mail copy of State notification to:

Demo / Reno Clerk
US EPA Region I (SEA)
JFK Federal Building
Boston, MA 02203

I have contacted all of the necessary companies/departments as indicated above and attached all required documentation.

Signed: Evan Caroll **Date:** 5-31-17

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov

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Demolitions and Asbestos

1) Overview

In Maine, building demolitions happen on a regular basis. Many of the demolitions occur in older buildings that are likely to contain some asbestos products, particularly in or on heating (HVAC), wall, floor, and ceiling systems. These demolition projects may be happening without the proper protection of employees, the general public, and the environment. It is important to remember that state and federal laws require that owners have buildings inspected and have any asbestos products properly removed prior to demolition. The Maine DEP is forwarding this information to municipal officials in an effort to increase awareness of and compliance with applicable rules, resulting in less asbestos exposure to the general public, demolition site personnel, and environment.

2) What Can Municipalities Do To Help?

Municipalities can greatly assist the people of Maine and the Department by joining with the DEP and the US EPA to ensure that asbestos is properly managed during demolitions. ***Specifically, municipalities can hand out appropriate information, issue demolition permits only to persons, who can demonstrate that they will properly handle the asbestos, and mail or fax the building demolition (BDF) report form to the Department.***

The following check-off list can be used.

A) _____ Provided "Asbestos Fact Sheet" to Applicant
B) _____ Had applicant fill out "Building Demolition Form" (BDF)
C) _____ Did not issue Demolition Permit to Applicant not answering "Yes" to three questions on BDF Form (OPTIONAL BUT SUGGESTED)
D) _____ Municipality faxed (or Mailed) BDF Form to DEP at 287-7826

3) What Are The Rules?

Simply stated state and federal asbestos rules and regulations require that buildings be inspected for asbestos products and have them removed prior to demolition. The inspection and removal operations must be performed by DEP-licensed companies under regulated and controlled conditions.

4) Using the Building Demolition Report Form

The purpose of this form is to ensure that an applicant has the correct information to properly remove asbestos from a building prior to demolition. The form has two parts which need to be filled out by the applicant. The first section of the form is the Pre-Demolition Building Inspection.

Portland (Southern Maine Regional Office): 207-822-6300; 888-769-1036
Maine Department of Environmental Protection

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What is asbestos?
Asbestos is a general term for several kinds of natural mineral fibers that have been used to strengthen fireproof materials for nearly 4,000 years. The fibers are recovered from asbestos ore mined primarily in Russia, and South Africa. In addition to being good insulators, asbestos fibers are strong, flexible, fireproof, and very resistant to chemical attack.

What products contain asbestos?
Asbestos is found in a wide a variety of products. It has been used to manufacture nearly 3,500 products such as pipe insulation, boiler covering, sprayed-on acoustical plaster, vinyl floor products, rigid siding, cement pipe, gaskets, paints, paper, textiles, and friction materials like disc brakes. Buildings constructed before 1980 are very likely to contain some asbestos products.

Is asbestos a health or environmental problem?
The presence of asbestos in such a wide variety of consumer products means that most Americans have been exposed, over time, to this mineral to one degree or another.

For the vast majority of Americans who have never worked with asbestos, the exposure received in their lifetime should have no significant health effects. However, for those exposed to large amounts of asbestos for significant periods of time, there may be serious health consequences.

Prolonged high exposure to asbestos fibers has been shown to cause asbestosis (lung scarring), lung cancer, mesothelioma, and several internal cancers such as cancers of the stomach and larynx. People who have been exposed to asbestos who also smoke have a much greater chance of disease than nonsmokers.

Is all asbestos potentially dangerous?
Asbestos products are potentially dangerous if they release asbestos fibers to the air where the fibers can enter the body through the lungs.

Friable asbestos, such as pipe and boiler covering and spray-on insulation, is the asbestos of primary concern. It easily releases asbestos fibers into the air when crushed, handled or disturbed. Asbestos that is in good condition or in a form that does not easily release fibers is much less of a hazard. This means that well-maintained asbestos or asbestos tightly bound into materials like vinyl or cement is much less likely to release asbestos fibers.

What are the laws regarding asbestos?
In Maine, the asbestos regulations apply to any work that impacts greater than 3 square feet or 3 linear feet of asbestos. The Maine "Asbestos Management Regulations" require that the Department be notified prior to removal or repair of asbestos that companies performing inspection, monitoring, design, training, asbestos analysis or abatement be licensed with the Department, and that certain work practices be followed to protect employees and the public. Also, individuals working for the licensed companies must be trained and certified with the Department.

Engineering controls, such as polyethylene "containments", negative pressure ventilation, and wet methods, are basic requirements in the asbestos regulations of both the Maine DEP and the U.S. Occupational Safety and Health Administration (OSHA). Engineering controls minimize the potential for asbestos fiber release in and out of the asbestos work area. The importance of utilizing proper engineering controls on an asbestos project can not be overemphasized.

Maximum allowable employee exposures are regulated by OSHA and personal protective equipment (suits, respirators, etc.) and hygiene standards are prescribed. Protective equipment is to be used only in conjunction with engineering controls and not as a "stand-alone" defense against inhalation of asbestos fibers.

Who regulates asbestos?
Several state and federal agencies regulate asbestos in Maine including:

- Maine Department of Environmental Protection (DEP): Primary asbestos contact in Maine. Responsibilities include regulating licensing, notification, training, storage, transportation, disposal and work practices for removal, inspection, design, monitoring, and analysis of asbestos. Telephone number: 287-2651.

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- Federal Environmental Protection Agency (EPA). Regulations include the Asbestos-Containing Materials in Schools Rule (AHERA - 40 CFR Part 763), the National Emissions Standards for Hazardous Air Pollutants (NESHAP - 40 CFR Part 61), and the Worker Protection Rule (Subpart G to 40 CFR Part 763). The Maine DEP is delegated to implement the AHERA and NESHAP rules in Maine. EPA telephone numbers are available from the DEP.

- Federal OSHA: responsibilities include regulating employee exposure to asbestos in the workplace through the asbestos construction and industry standards (29 CFR Parts 1926 and 1910). Telephone number: (207) 780-3178.

Asbestos Inspections Required Prior to Demolitions and Renovations

In Maine, improper demolition activities may be the greatest single source of asbestos exposure to the general public and to trades people working on the project. Prior to demolition or renovation of a building, the owner must ensure that the work will not disturb more than 3 square feet or 3 linear feet of asbestos-containing material (ACM). Owners of buildings, other than residential buildings with less than 5 units, must have a DEP-licensed Asbestos Consultant inspect the building (or area) for asbestos. Residential buildings with 2-5 units can be surveyed for likely asbestos-containing materials by knowledgeable non-licensed people (e.g. building inspectors and CEO's who have asbestos-awareness training); any materials likely to contain asbestos must be tested by a DEP-certified inspector or assumed to be ACM.

If ACM is identified in a building that will be demolished, or any building materials are assumed to be ACM, these materials must be removed by a DEP-licensed Asbestos Abatement Contractor before the demolition. Similarly, if any ACM is identified or assumed in areas of a building that will undergo renovation, the ACM must be removed by a DEP-licensed Asbestos Abatement Contractor before the renovation occurs. Intact asbestos-containing flooring and roofing may be left in place during demolition of a building if the demolition is performed by a DEP-licensed Asbestos Abatement Contractor using large equipment in accordance with the Maine "Asbestos Management Regulations".

Demolition Notification

State and federal regulations require that building owners notify the DEP at least 5 working days prior to demolition of a building (other than single-family residences). This notification is required **even if no asbestos is identified in the building**. Forms are available from DEP and your local code enforcement office.

Please note: OSHA regulates asbestos anytime an employer/employee relationship exists. OSHA worker protection rules exist and must be followed for abatement activities. Contact the local OSHA office with questions.

What if I have additional questions about asbestos?
The DEP regulates most asbestos activities in Maine and acts as an asbestos information clearinghouse. For more information about asbestos, contact the Asbestos Hazard Prevention Program in the Bureau of Remediation & Waste Management at 207/287-2651 or visit the web site at www.maine.gov/dep/rwm/asbestos/index.htm

Written correspondence should be sent to:
Lead & Asbestos Hazard Prevention Program
Maine Department of Environmental Protection
17 State House Station
Augusta, ME 04333-0017

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Pre-Abatement Requirements:

A. **Renovation and Demolition Inspections**. Prior to conducting a renovation or demolition activity that impacts any building material likely to contain asbestos (such as those used in roofing, flooring, siding, ceiling, and wall systems) or any component likely to contain asbestos (such as heating, ventilation, air conditioning, and plumbing systems), the owner or operator must have an inspection conducted for the presence of asbestos-containing materials. In lieu of inspection, the owner or operator may presume that building materials and components contain asbestos that requires that these materials be abated in accordance with these rules.

A DEP-certified Asbestos Inspector must perform the inspection. The inspection must identify all asbestos-containing materials that could be impacted during the renovation or demolition activity, must be completed prior to submission of notification to the Department, must be in writing, and must be on-site and made immediately available to the Department upon request.

Residential dwellings constructed before 1981 that consist of two (2) to four (4) units must be evaluated for building materials and components that are likely to contain asbestos. This evaluation may be performed by a DEP-certified Asbestos Inspector or by a person familiar with asbestos-containing building materials. If building materials and/or components likely to contain asbestos are found, these must be removed in accordance with these regulations prior to demolition except as allowed in section 7.B of this rule or must be tested by a DEP-certified Asbestos Inspector to demonstrate that they are not ACM.

Single family residences and residences constructed after 1980 that consist of two (2) to four (4) units, are exempt from the inspection provisions of this section.

Specific building materials that do not require inspection, sampling, and analysis for asbestos include: wood, fiberglass, glass, plastic, metal, laminates, and gypsum board when joint compound was used only as filler and not as a layered component, and exterior caulking and glazing. Also, building materials do not need to be inspected when written documents exist confirming that no asbestos was used in the materials that will be impacted, or that the materials were previously inspected by a DEP-certified Asbestos Inspector and affirmatively determined through sampling and analysis to not be ACM .

NOTE: To maintain compliance with Maine law, if more than 3 square feet or 3 linear feet of ACM is present, this ACM must be removed prior to the demolition, except that intact packing, gaskets, roofing, and flooring may be left in place when the demolition is performed by large equipment in accordance with these rules. Homeowners are encouraged to conduct a walk-through of their single family homes to identify suspect asbestos-containing materials, such as thermal system insulation, ceiling tile, exterior cementitious siding, rigid panels, and resilient floor covering, and hire a consultant or contractor if suspect materials are observed. The Department can provide, upon request, more information regarding common asbestos-containing materials in buildings.

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ASBESTOS BUILDING DEMOLITION NOTIFICATION

MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION
Lead & Asbestos Hazard Prevention Program
17 State House Station, Augusta, Maine 04333

Maine law requires the filing of the ASBESTOS BUILDING DEMOLITION NOTIFICATION with the Department prior to demolition of any building except a single-family home.

Building owners are required to provide this notification of the demolition of a building to the DEP at least 5 working days prior to the demolition. This notification is **not** required before the demolition of a single-family residence or related structure (e.g., garage, shed, barn). It is also **not** required if previous notification of the demolition has been provided to the DEP as part of an asbestos abatement project notification. ***Demolition*** means the tearing down or intentional burning of a building or part of a building.

Prior to demolition, building owners must determine if there is any asbestos-containing material(s) (ACM) in the building. An "asbestos inspection" by a DEP-licensed Asbestos Consultant is required for all buildings except single-family homes and residential buildings with 2-4 units built after 1980. In lieu of an asbestos inspection, pre-1981 residential buildings with 2-4 units can be surveyed to identify possible ACM by someone knowledgeable about ACM, such as a code enforcement officer or building inspector. If materials that may contain asbestos are found, then you can either assume they are ACM or hire a DEP-licensed Asbestos Consultant to test the materials.

Whenever more than 3 square feet or 3 linear feet of ACM is identified, the ACM must be abated in accordance with the *Maine Asbestos Management Regulations* by a DEP-licensed Asbestos Abatement Contractor. This includes materials presumed to be ACM. Check **www.maine.gov** for a listing of asbestos contractors.

Prior to issuing a local demolition permit, the DEP requests that **municipalities** have applicants for municipal demolition permits complete this form and fax it to the DEP at 207-287-7826. Municipalities should not issue local demolition permits if the required asbestos inspection or survey has not been performed and identified ACM removed.

Were regulated asbestos-containing building materials found? ☐ **yes** ☐ **no**

property address:	building description: ☐ pre-1981 residential with 2-4 units ☐ post-1980 residential with 2-4 units ☐ other:
asbestos survey/inspection performed by: (name & address) telephone:	asbestos abatement contractor telephone:
property owner: (name & address) telephone:	demolition contractor: (name & address) telephone:
demolition start date:	demolition end date:

This demolition notification does not take the place of the Asbestos Project Notification if applicable

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT

Print Name: Owner/Agent | Title | Signature

Telephone # | FAX # | Date

Revised 06292011

the presence of asbestos-containing materials. In lieu of inspection, the owner or operator n presume that building materials and components contain asbestos that requires that these m be abated in accordance with these rules.

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A DEP-certified Asbestos Inspector must perform the inspection. The inspection must identify all asbestos-containing materials that could be impacted during the renovation or demolition activity, must be completed prior to submission of notification to the Department, must be in writing, and must be on-site and made immediately available to the Department upon request.

Residential dwellings constructed before 1981 that consist of two (2) to four (4) units must be evaluated for building materials and components that are likely to contain asbestos. This evaluation may be performed by a DEP-certified Asbestos Inspector or by a person familiar with asbestos-containing building materials. If building materials and/or components likely to contain asbestos are found, these must be removed in accordance with these regulations prior to demolition except as allowed in section 7.B of this rule or must be tested by a DEP-certified Asbestos Inspector to demonstrate that they are not ACM.

Single family residences, and residences constructed after 1980 that consist of two (2) to four (4) units, are exempt from the inspection provisions of this section.

Specific building materials that do not require inspection, sampling, and analysis for asbestos include: wood, fiberglass, glass, plastic, metal, laminates, and gypsum board when joint compound was used only as a filler and not as a layered component, and exterior caulking and glazing. Also, building materials do not need to be inspected when written documents exist confirming that no asbestos was used in the materials that will be impacted, or that the materials were previously inspected by a DEP-certified Asbestos Inspector and affirmatively determined through sampling and analysis to not be ACM.

NOTE: To maintain compliance with Maine law, if more than 3 square feet or 3 linear feet of ACM is present, this ACM must be removed prior to the demolition, except that intact packing, gaskets, roofing, and flooring may be left in place when the demolition is performed by large equipment in accordance with these rules. Homeowners are encouraged to conduct a walk through of their single family homes to identify suspect asbestos-containing materials, such as thermal system insulation, ceiling tile, exterior cementitious siding, rigid panels, and resilient floor covering, and hire a consultant or contractor if suspect materials are observed. The Department can provide, upon request, more information regarding common asbestos-containing materials in buildings.

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