

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING DEPARTMENT

## PERMIT

Permit Number: 030080

Please Read Application And Notes, If Any, Attached

This is to certify that Thayer Matthew F & /Preservation Timber Flooring Inc.  
has permission to Structural Enhancements/Future Living Space 3rd floor  
AT 62 Munjoy St 016 B011001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission procured before this building or part thereof is altered or closed-in.  
48 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIREMENTS:  
Fire Dept.  
Health Dept.  
Appeal Board  
Other

**PERMIT ISSUED**  
FEB 7 2003  
CITY OF PORTLAND

*[Signature]*  
Director Building & Inspection Services

LIABILITY FOR REMOVING THIS CARD

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

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

<b>Permit No:</b> 03-0080	<b>Date Applied For:</b> 01/31/2003	<b>CBL:</b> 016 B011001
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<b>Location of Construction:</b> 62 Munjoy St	<b>Owner Name:</b> Thayer Matthew F &	<b>Owner Address:</b> 62 Munjoy St	<b>Phone:</b> ( ) 874-0689
<b>Business Name:</b>	<b>Contractor Name:</b> Preservation Timber Framing Inc.	<b>Contractor Address:</b> PO Box 29 Eliot	<b>Phone:</b> (603) 781-5725
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Dwellings	

<b>Proposed Use:</b> Single Family	<b>Proposed Project Description:</b> Structural Enhancements/Future Living Space 3rd Floor
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<b>Dept:</b> Zoning	<b>Status:</b> Approved	<b>Reviewer:</b> Tammy Munson	<b>Approval Date:</b> 02/07/2003
<b>Note:</b>			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Tammy Munson	<b>Approval Date:</b> 02/07/2003
<b>Note:</b>			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
1) This permit DOES NOT include finishing the third floor. Separate permits will be required for that work.			

<b>Comments:</b> 2/7/03-tm: need floor plan and need to know if it is a bedroom egress windows are needed
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**City of Portland, Maine - Building or Use Permit Application**  
 389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

**PERMIT ISSUED**

**CITY OF PORTLAND**

Permit No: 03-0080	Issue Date: <b>FEB 7 2003</b>	CBL 015 B011001
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<b>Location of Construction:</b> 62 Munjoy St	<b>Owner Name:</b> Thayer Matthew F & <i>287-1594</i>	<b>Owner Address:</b> 62 Munjoy St	<b>Phone:</b> 4-0689
<b>Business Name:</b>	<b>Contractor Name:</b> Preservation Timber Framing Inc.	<b>Contractor Address:</b> PO Box 29 Eliot	<b>Phone:</b> 6037815725
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Dwellings	<b>Zone:</b>

<b>Past Use:</b> Single Family	<b>Proposed Use:</b> Single Family	<b>Permit Fee:</b> \$72.00	<b>Cost of Work:</b> \$7,000.00	<b>CEO District:</b> 1
<b>Proposed Project Description:</b> Structural Enhancements/Future Living Space 3rd Floor		<b>FIRE DEPT:</b> <i>N/A</i> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: <i>R-3</i> Type: <i>SB</i> <i>BOCA 99</i>	

Signature: \_\_\_\_\_  
 Signature: \_\_\_\_\_

**PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)**

Action:  Approved  Approved w/Conditions  Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Permit Taken By:</b> gg	<b>Date Applied For:</b> 01/31/2003	<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 Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input checked="" type="checkbox"/> MM <input type="checkbox"/> Date: <i>2/1/03</i>	<b>Zoning Appeal</b> <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: _____	<b>Historic Preservation</b> <input checked="" type="checkbox"/> Not in District 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: <i>2/1/03</i>
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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 APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

1296

03-0080

60

# All Purpose 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.

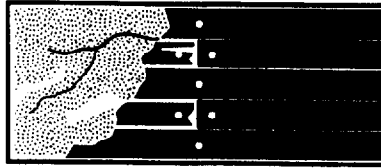
Location/Address of Construction: <u>62 Munjoy St.</u>		
Total Square Footage of Proposed Structure <u>1296 (on future, 1610)</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# <u>014</u> Block# <u>B</u> Lot# <u>011</u>	Owner: <u>Matt Thayer</u>	Telephone: <u>874-0689</u> <u>287-1594</u>
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: <u>Matt Thayer</u> <u>20 W. 11th St. #2</u> <u>Portland, ME 04101</u>	Cost Of Work: \$ <u>7,000</u> Fee: \$ <u>70.00</u>
Current use: <u>single family</u>		
If the location is currently vacant, what was prior use: <u>Ø</u>		
Approximately how long has it been vacant: _____		
Proposed use: <u>single family</u>		
Project description: <u>Structural enhancements, incl. for future 3<sup>rd</sup> floor, <sup>future</sup> living space</u>		
Contractor's name, address & telephone: <u>Preservation Timber Framing, P.O. Box 29, Eliot 03903</u>		
Who should we contact when the permit is ready: <u>Ø <del>Matt Thayer</del> Peter Lord / Matt Thayer</u>		
Mailing address: <u>see above</u>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: <u>732-8479</u>		

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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 of applicant: <u>Matt Thayer</u>	Date: <u>1/31/03</u>
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This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4<sup>th</sup> floor of City Hall



PETER LORD  
PLASTER & PAINT, INC.

**DESCRIPTION OF WORK**

January 29, 2003  
Thayer-Hazlett Residence  
62 Munjoy Street

**Floor-Ceiling Joist Structural Enhancements**

**A) 2<sup>nd</sup> Floor Bedroom-Attic**

Installing laminated joists, sistering to existing/original joists to restore attic floor/ceiling integrity, per plan of L & L Structural Engineering Services, Inc. (plans attached).

**Replacing Non-Bearing Stud Walls**

**B) Front Bedroom**

Existing/original wall between rooms was cut through and doorway installed by previous owners. Non-weight-bearing partition wall will be rebuilt using like-materials, 2" X 3" rough-sawn studs.

**C) Closets, Front Bedroom**

Closet walls partially removed by previous owners, remainder of walls for purpose of completing A). Rebuilding closets to original building configuration using 2" X 3" rough-sawn construction.

**D) Back Bedroom**

Original wall between bedroom, hall and bathroom was cut through and doorway installed by previous owners. A weight-bearing wall will be rebuilt using like-materials, 2" X 3" rough-sawn studs between bedroom and bathroom.

**TOTAL ESTIMATED COSTS     \$6,500.00**

**L & L STRUCTURAL  
ENGINEERING SERVICES, INC.**

Six Q Street  
South Portland, ME 04106  
Phone: (207) 767-4830  
Fax: (207) 799-5432

# THAYER RESIDENCE

62 MUNJOY STREET  
PORTLAND, MAINE

## STRUCTURAL DRAWINGS GENERAL NOTES

Prepared for: Matt & Margaret Thayer  
20 Willis Street  
Portland, Me. 04101

Submission Date: November 19, 2001 (REVISED 1/29/03)  
Drawings: S1 thru S7



A handwritten signature in black ink, appearing to read "Joseph H. Leasure", written over the bottom right portion of the professional seal.

**FOUNDATION NOTES:**

1. Foundations have been designed utilizing a presumptive bearing capacity of 2000 PSF to be verified in the field.
2. Interior spread footings and exterior strip footings shall be founded on undisturbed native soil or compacted structural fill.
3. Exterior strip and spread footings shall be founded a minimum of 4'-6" below finished grade.
4. Slabs on grade shall bear on a minimum of 8" of compacted structural fill overlaid with 4" of sand. If loose or undesirable fills are encountered at the slab sub grade level, they shall be over excavated to the surface of the natural soil and replaced with structural fill.
5. Structural fill shall be used at all locations below footings and slabs and adjacent to the foundation walls. Prior to placement of structural fill, remove all topsoil and other unsuitable material. Compacted structural fill shall consist of clean granular material free of organics, loam, trash, snow, ice, frozen soil or any other objectionable material. It shall be well graded within the following units:

SCREEN OR SIEVE SIZE	PERCENT FINER BY WEIGHT
6 INCH	100
3 INCH	70-100
NO. 4	35-70
NO. 40	5-35
NO. 200	0-5

6. Structural fill beneath slabs shall be placed in layers not exceeding 6" in loose measure and compacted by self propelled compaction equipment at approximate optimum moisture content to a dry density of at least 95% of the maximum in place dry density as determined by the modified proctor test (ATSM D-1557).
7. Under drains shall be installed to positively drain to a suitable discharge point away from the structure.
8. Exterior concrete slabs on grade, shall be underlain by at least 4 feet of structural fill meeting gradation and compaction requirements noted above. Reinforce slabs with 6x6 - W1.4xW1.4 WWF.
9. Backfill both sides of foundation walls simultaneously.
10. Do not back fill walls until the first first floor elevated slab and basement slab have been installed.

designed by: JHL	<p><b>THAYER RESIDENCE</b>                  62 MUNJOY STREET                  FALMOUTH, MAINE</p> <p>GENERAL NOTES</p>	<p><b>L &amp; L STRUCTURAL                  ENGINEERING SERVICES, INC.</b>                  SIX Q STREET                  SOUTH PORTLAND, MAINE 04108</p> <p>PHONE: (207) 787-4830                  FAX: (207) 788-8432                  EMAIL: LLENG@AOL.COM</p>
drawn by: JHL		
checked by: MFL		
scale: NOTED		
date: 11/19/01		
REV. 1/29/03		<b>S2</b>

**TIMBER FRAMING:**

1. All timber framing shall be in accordance with the AITC Timber Construction Manual or the National Design Specification (NDS) -Latest editions.
2. Individual timber framing members shall be visually graded, minimum grade #2 Spruce-Pine-Fir (SPF), kiln dried 19% maximum moisture content (unless otherwise noted on the drawings).
3. All lumber in contact with concrete shall be pressure treated. Timber shall be southern yellow pine treated with CCA to 0.4 #/CF in accordance with AWWA C-18.
4. Provide solid 2x timber bridging, double nailed at each end, at 8 feet maximum spacing for all dimensional lumber floor framing.
5. Standard metal connectors shall be used at all timber to timber connections or as noted on the design drawings.
6. Nailing not specified shall conform with BOCA appendix C.
7. Provide 19/32" thick APA rated sheathing on roof framing.
8. Provide 15/32" thick APA rated sheathing on exterior wall framing.
9. Provide 23/32" thick APA rated sheathing on floor framing.

**STRUCTURAL STEEL NOTES:**

1. Structural steel fabrication, erection, and connection design shall conform to AISC "Specification for the design, fabrication, and erection of structural steel"-Ninth edition.
2. Structural steel:
  - a. Structural steel shall conform to ASTM A-36.
  - b. Structural tubing shall conform to ASTM A-500 GR.B.
  - c. Structural pipe shall conform to ASTM A-53, TYPE E or S.
3. Design connections for the reactions shown on the drawings or the maximum end reaction that can be produced by a laterally supported uniformly loaded beam for each given beam size and span.
4. Field connections shall be bolted using 3/4"Ø ASTM A325 high strength bolts except where field welding is indicated on the drawings.
5. All welding shall conform to AWS D1.1-Latest edition. Welding electrodes shall be E70XX.

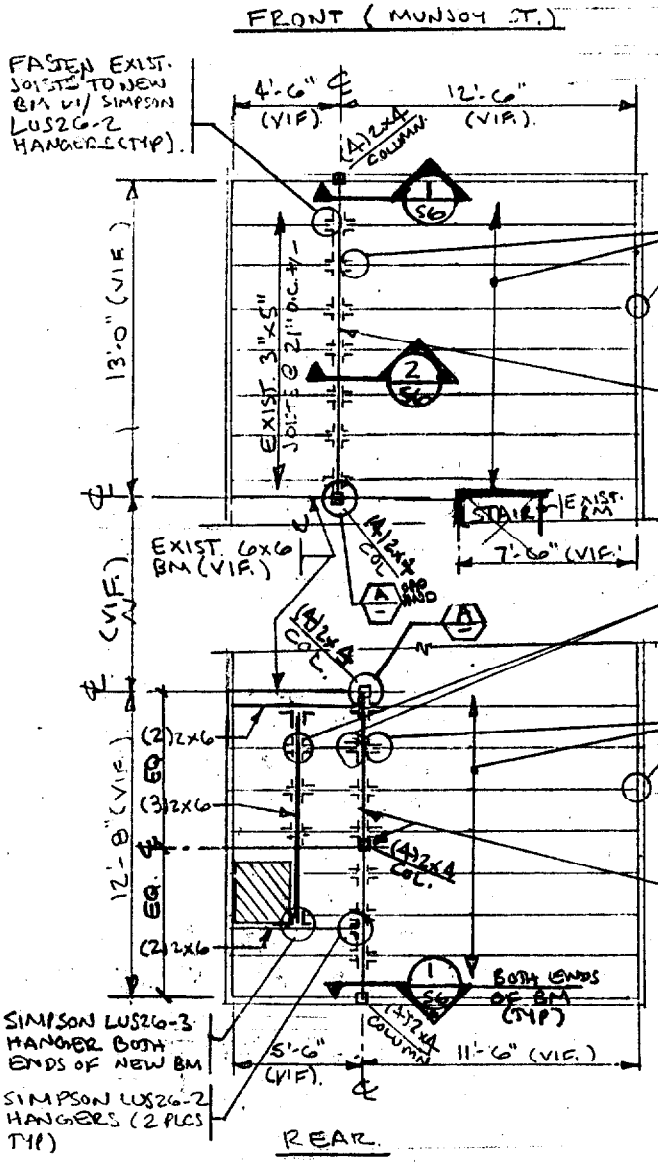
designed by: JHL	THAYER RESIDENCE 62 MUNJOY STREET PORTLAND, MAINE	L & L STRUCTURAL ENGINEERING SERVICES, INC. SIX Q STREET SOUTH PORTLAND, MAINE 04108	PHONE: (207) 787-4830 FAX: (207) 788-8432 EMAIL: LLENGBAOL.COM	S3
drawn by: JHL				
checked by: MFL				
scale: NOTED				
date: 11/19/01				
GENERAL NOTES				

REV 1/29/03



**NOTE:**

FIRST FLOOR FRAMING IS NOT IN THE SCOPE OF THE PROJECT. BEAMS AND JOISTS SHALL BE ADEQUATELY SUPPORTED TO SUPPORT CODE STIPULATED LOADINGS. CONSULT ENGINEER FOR ADDITIONAL INFORMATION.



EXISTING 3" x 5" JOISTS @ 21" O.C. +/- (V.I.F.) REINFORCE W/ ADD'L 2 x 8 @ EA. EXIST. JOIST SISTERED TO EXISTING JOISTS (TYP.). FASTEN TOGETHER W/ (2) ROWS OF 16d NAILS @ 12" O.C. STAGGERED. FASTEN TO NEW BM AND 6x6 PLATE IN EXISTING EXTERIOR WALL W/ SIMPSON LUS2B-3 HANGERS (TYP).

REPLACE EXIST. 8" W x 6" H BM W/ W6x15 (A36) STEEL BEAM. SUPPORT IN HANGER INDICATED FROM EXISTING 6x6 BM.

FASTEN EXIST. JOISTS TO NEW BMS W/ SIMPSON LUS2G-2 HANGERS (TYP).

EXISTING 3" x 5" JOISTS @ 21" O.C. +/- (V.I.F.) REINFORCE W/ ADD'L 2x6 @ EA. JOIST SISTERED TO EXISTING JOISTS (TYP.). FASTEN TOGETHER W/ (2) ROWS OF 16d NAILS @ 12" O.C. STAGGERED. FASTEN TO NEW BM W/ SIMPSON LUS2G-3 HANGERS (TYP). NOTE NEW JOISTS OVER WALL PLATES (TYP).

EXISTING 6x6 TIMBER BM TO REMAIN. PROVIDE ADD'L POST AT CENTER AND SOLID VERTICAL BLOCKING IN FIRST FLOOR BELOW COLUMN. PROVIDE COL BRG IN BASEMENT (AS DESCRIBED IN NOTE #5 BELOW) ALIGNED W/ TIMBER COLUMN ABOVE (TYP).

**NOTES:**

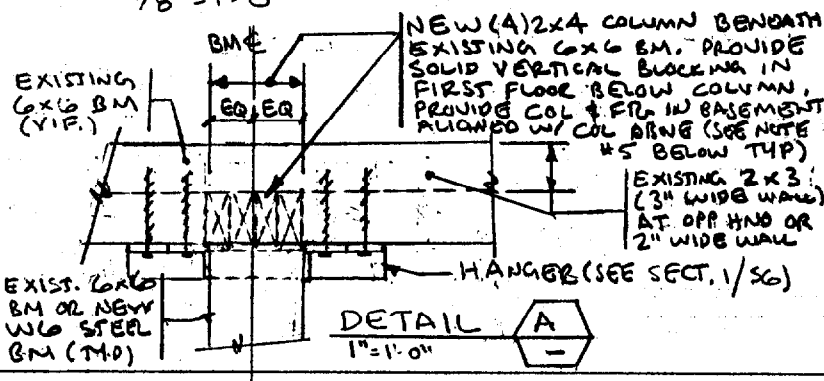
- 1) SEE GENERAL NOTES ON DWG. S1, S2 & S3.
- 2) PARALLEL BEAMS SHALL BE MANUF. BY TRUS-JOIST MACMILLAN OR APPROVED EQ.
- 3) G.C. SHALL PROVIDE TEMPORARY SUPPORT FOR BRG WALLS AND FLOOR JOISTS AS REQ'D TO REMOVE EXISTING BMS AND REPLACE W/ BMS INDICATED.
- 4) PARALLEL BEAMS MAY BE REPLACED W/ SOLID SAWN TIMBER BEAMS AT THE OWNER'S OPTION AS FOLLOWS (DEPENDING ON TIMBER SPECIES):

SPECIES	5/4x9/4 PL	5/4x11/4
DOUGLAS FIR NO.1	6x12	8x12
SPRUCE-PINE-FIR No.1	6x12	8x14
EASTERN HEMLOCK No.1	6x12	8x14
OTHER SPECIES	CONSULT ENGINEER	

- 5) PROVIDE 3/2" Ø LALLY COLUMNS BENEATH NEW INT'L COLUMNS (3 PLS) ON 2'-0" SQ x 12" THICK CONC. FTNS W/ 3-#4 EW 3" CLR FROM BOTTOM. PROVIDE SOLID BLOCKING IN FLOOR BENEATH COLUMNS. (5 PLS).

**SECOND FLOOR FRAMING PLAN**

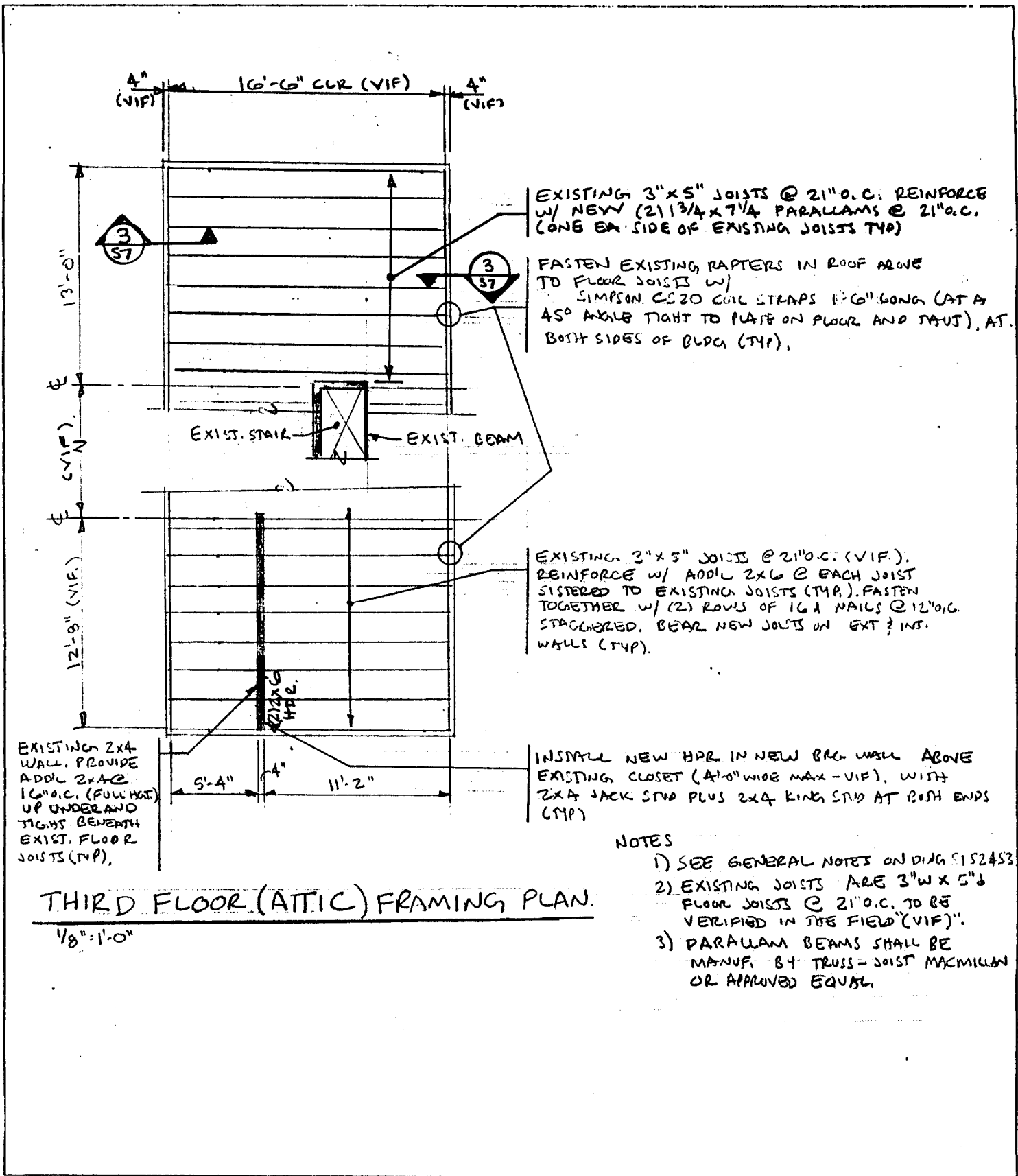
1/8" = 1'-0"



designed by: JHL  
 drawn by: JHL  
 checked by: MFL  
 scale: NOTED  
 date: 11/19/01

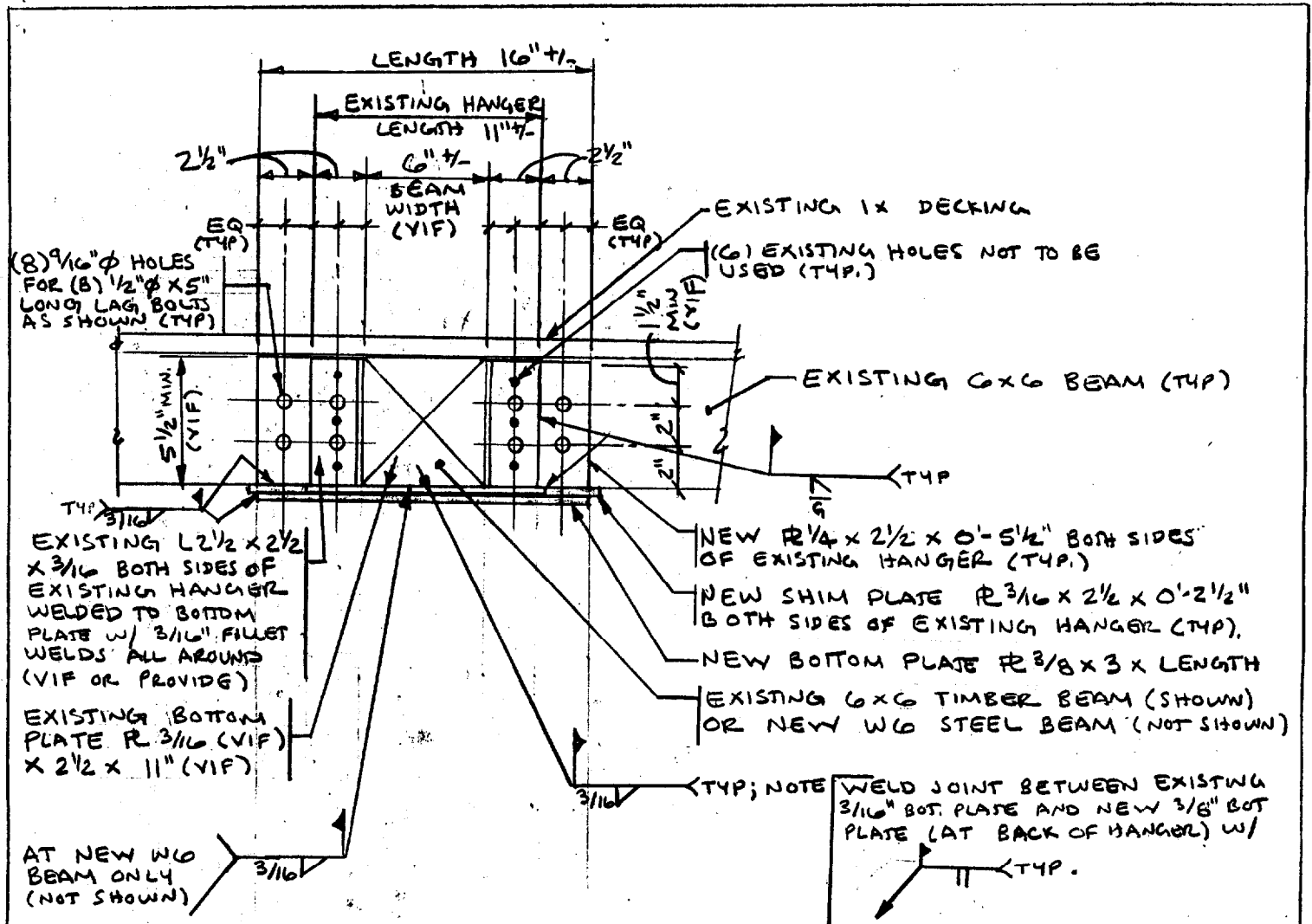
THAYER RESIDENCE  
 62 MUNJOY STREET  
 PORTLAND, ME.  
 SECOND FLOOR FRAMING PLAN

L & L STRUCTURAL  
 ENGINEERING SERVICES, INC.  
 SIX O STREET  
 SOUTH PORTLAND, MAINE 04106  
 PHONE: (207) 787-4830  
 FAX: (207) 780-8432  
 EMAIL: LLENGA@L.COM



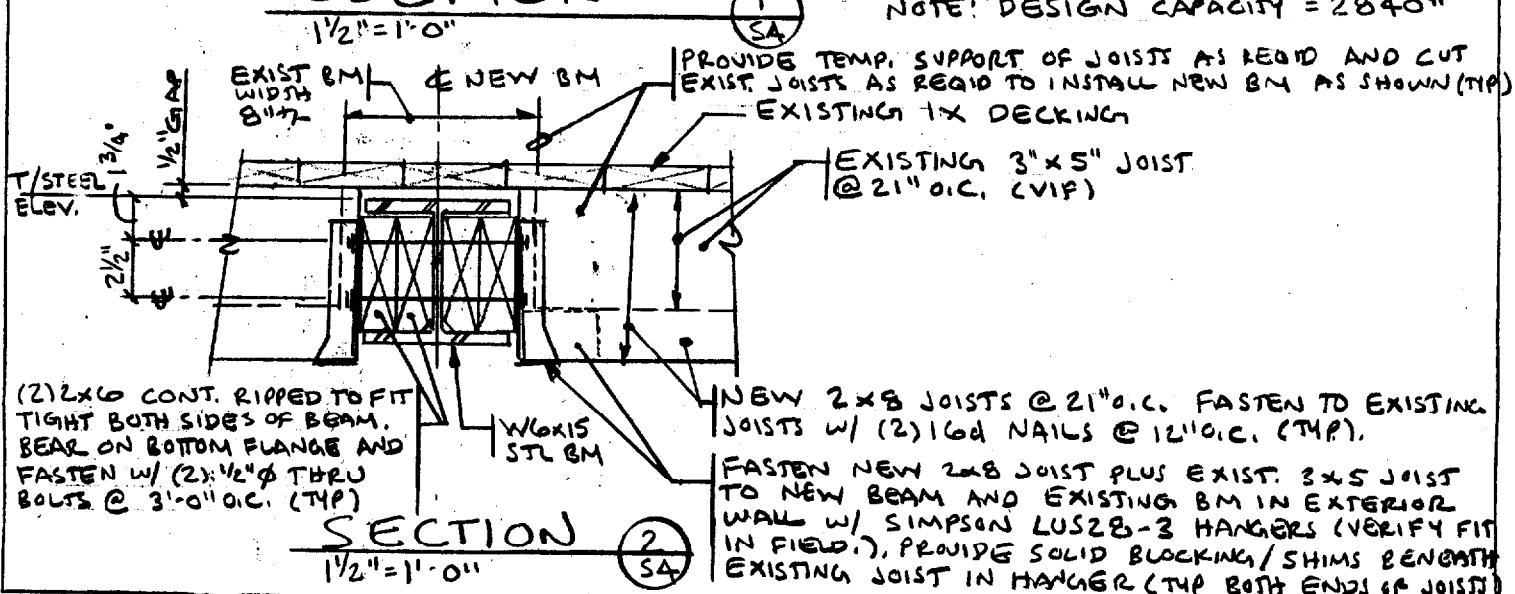
designed by:	JHL	THAYER RESIDENCE 62 MUNJOY STREET PORTLAND, ME.	L & L STRUCTURAL ENGINEERING SERVICES, INC. SIX O STREET SOUTH PORTLAND, MAINE 04108
drawn by:	JHL		
checked by:	MFL		
scale:	NOTED		
date:	11/19/01		
THIRD FLOOR (ATTIC) FRAMING PLAN.		55	

REV. 1/29/03



SECTION 1

NOTE: DESIGN CAPACITY = 2840#



SECTION 2

designed by:	JHL
drawn by:	JHL
checked by:	MFL
scale:	NOTED
date:	1/29/03

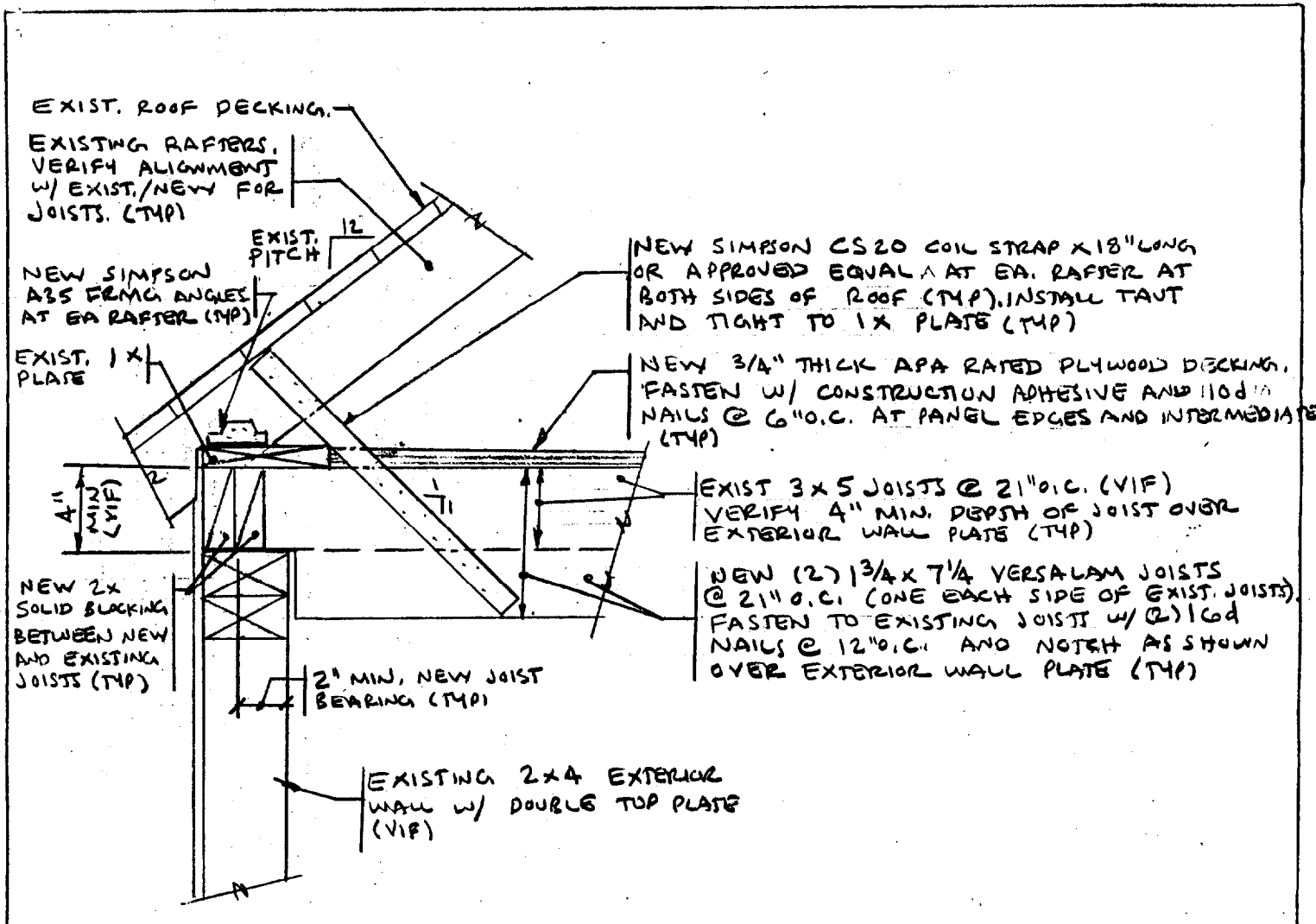
THAYER RESIDENCE  
62 MUNJOY STREET  
PORTLAND, MAINE

SECOND FLOOR FRAMING  
SECTIONS AND DETAILS

L & L STRUCTURAL  
ENGINEERING SERVICES, INC.  
518 O. STREET  
SOUTH PORTLAND, MAINE 04106

PHONE: (207) 762-4100  
FAX: (207) 760-8524  
EMAIL: LLL@LSTRUCT.COM

SG



EXIST. ROOF DECKING.

EXISTING RAFTERS, VERIFY ALIGNMENT W/ EXIST./NEW FOR JOISTS. (TYP)

EXIST. PITCH 12

NEW SIMPSON CS20 COIL STRAP X 18" LONG OR APPROVED EQUAL AT EA. RAFTER AT BOTH SIDES OF ROOF (TYP). INSTALL TAUT AND TIGHT TO 1X PLATE (TYP)

EXIST. 1X PLATE

NEW 3/4" THICK APA RATED PLYWOOD DECKING. FASTEN W/ CONSTRUCTION ADHESIVE AND 10d NAILS @ 6" O.C. AT PANEL EDGES AND INTERMEDIATES (TYP)

4" (2" VIF) (2" VIF)

EXIST 3x5 JOISTS @ 21" O.C. (VIF) VERIFY 4" MIN. DEPTH OF JOIST OVER EXTERIOR WALL PLATE (TYP)

NEW 2x SOLID BLOCKING BETWEEN NEW AND EXISTING JOISTS (TYP)

NEW (2) 1 3/4 x 7/4 VERSALAM JOISTS @ 21" O.C. (ONE EACH SIDE OF EXIST. JOISTS). FASTEN TO EXISTING JOISTS W/ (2) 10d NAILS @ 12" O.C. AND NOTCH AS SHOWN OVER EXTERIOR WALL PLATE (TYP)

2" MIN. NEW JOIST BEARING (TYP)

EXISTING 2x4 EXTERIOR WALL W/ DOUBLE TOP PLATE (VIF)

SECTION

1/2" = 1'-0"

3/55

designed by:	JHL	THAYER RESIDENCE 62 MUNJOY STREET PORTLAND, MAINE	L & L STRUCTURAL ENGINEERING SERVICES, INC. 58 O. STREET SOUTH PORTLAND, MAINE 04106
drawn by:	JHL		
checked by:	MFL		
scale:	NOTED		
date:	1/7/03		
		ATTIC FLOOR FRAMING SECTIONS AND DETAILS	PHONE: (207) 767-8000 FAX: (207) 766-8332 EMAIL: L&L@GMAIL.COM
			S7

# Fax

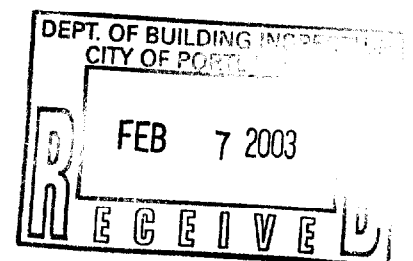
<b>To:</b> Tammy Munson	<b>From:</b> Matt Thayer
<b>Fax:</b> 874-8716	<b>Date:</b> 2/7/03
<b>Phone:</b> 874-8706	<b>Pages:</b> 3 (incl. cover)
<b>Re:</b> Floor Plans	<b>CC:</b>
62 Munjoy St., Ptd	

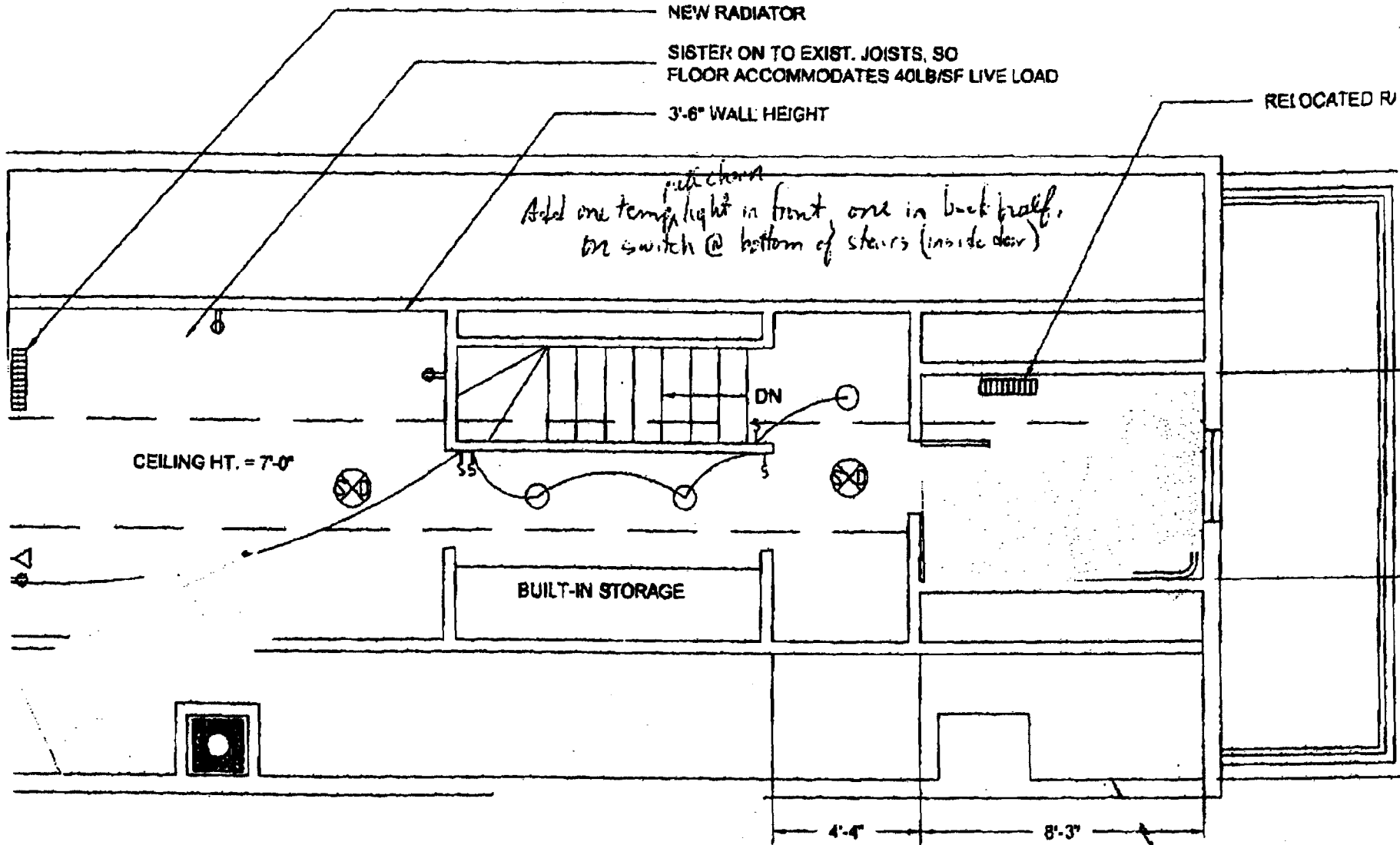
Tammy:

I've attached a floor plan showing future layout of the 3<sup>rd</sup> floor, as well as a copy of the 2<sup>nd</sup> floor floor plan showing the stairs to the 3<sup>rd</sup> floor, per your request. As I mentioned earlier, the 3<sup>rd</sup> floor was finished by previous owners as living space, but we've decided, after consulting an engineer, that it would make sense to enhance the floor joists up there to bring it up to code, even though previous owners don't appear to have had problems with it.

Please call me at 287-1594 with any questions. I would also appreciate a sense of the review process from here on out, since we have one crew idling now, and a second one with a brief, passing window of opportunity to help us with this work.

Thanks for your willingness to pick this up today.





FEB-07-2003 12:29

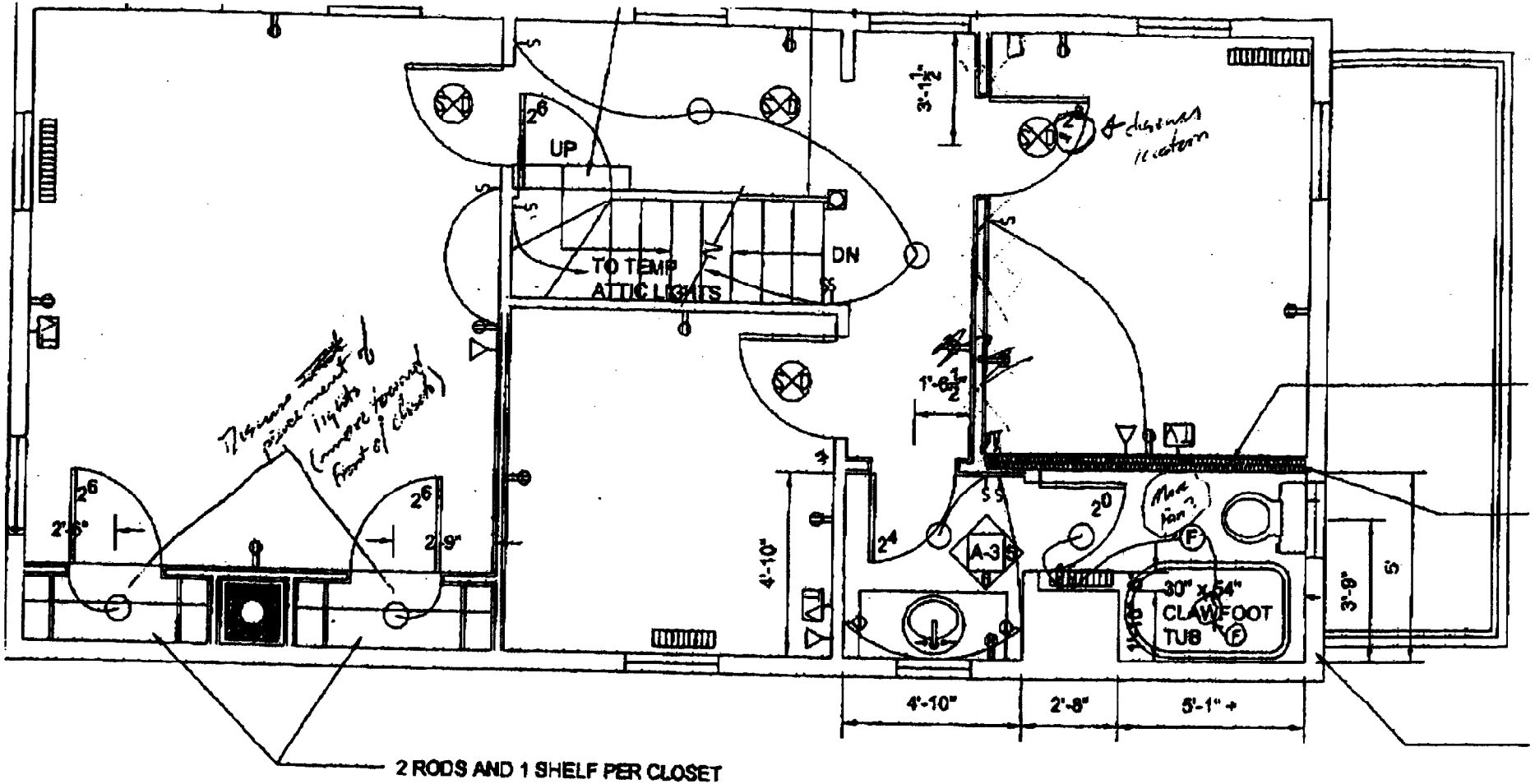
PUBLIC UTILITY COMM.

# THIRD FLOOR PLAN VIEW

SCALE: 1/4" = 1'-0"

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME  
FEB 7 2003  
RECEIVED

P. 02/03  
*(Handwritten initials)*



*7/8\"/>*

2 RODS AND 1 SHELF PER CLOSET

# SECOND FLOOR PLAN VIEW

1/4" = 1'-0"

TOTAL P. 03

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME

**RECEIVED**

FEB 7 2003

P. 03/03