



General 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.

Address/Location of Construction: 211 Cumberland Ave, Portland, ME 04101		
Total Square Footage of Proposed Structure:		
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 026 P004001	Applicant Name: Empire Telecom Address 16 Esquire Road City, State & Zip Billerica, MA 01862	Telephone: 978-284-3906 Email: ncaplan@empiretelecomm.com
Lessee/Owner Name : (if different than applicant) Portland Housing Authority Address: 14 Baxter Blvd. City, State & Zip: Portland, ME 04101 Telephone 207-773-4753 E-mail:	Contractor Name: David Cooper (if different from Applicant) Address: 16 Esquire Road City, State & Zip: Billerica, MA 01862 Telephone E-mail: dcooper@empiretelecomm.com	Cost Of Work: \$ 25,000 C of O Fee: \$ Historic Rev \$ Total Fees : \$ 25,000
Current use (i.e. single family) <u>Telecommunication Facility</u>		
If vacant, what was the previous use? <u>N/A</u>		
Proposed Specific use: <u>N/A</u>		
Is property part of a subdivision? <u>No</u> If yes, please name _____		
Project description: <u>Swapping (3) antennas for newer models, Adding (6) RRUS-32s and adding associated lines to a pre-existing telecommunication facility</u>		
Who should we contact when the permit is ready: <u>Nicole Caplan - Empire Telecom</u>		
Address: <u>16 Esquire Road</u>		
City, State & Zip: <u>Billerica, MA 01862</u>		
E-mail Address: <u>ncaplan@empiretelecomm.com</u>		
Telephone: <u>978-284-3906</u>		

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 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.

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: [Handwritten Signature] Date: 3/16/16

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



New Commercial 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 Set of construction drawings must include:

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- Cross sections w/framing details
- Floor plans and elevations
- Window and door schedules
- Foundation plans with rebar specifications and required drainage and damp proofing (if applicable)
- Detail egress requirements and fire separations
- Insulation R-factors of walls, ceilings, floors and U-factors of windows as per the IECC 2009
- Complete the Accessibility Certificate and The Certificate of Design
- A statement of special inspections as required per the IBC 2009
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment,
- Electronic files in PDF format are required.
- State Fire Marshall Permit maybe required.
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

Separate permits are required for internal & external plumbing, HVAC and electrical installations.

1 copy of the minor (< 10,000 sf) or major (> 10,000 sf) site plan application is required that includes:

- A stamped boundary survey to scale showing north arrow, zoning district and setbacks to a scale of $\geq 1'' = 20'$ on paper $\geq 11'' \times 17''$
- The shape and dimension of the lot, footprint of the proposed structure and the distance from the actual property lines. Photocopies of the plat or hand draw footprints not to scale will not be accepted.
- Location and dimensions of parking areas and driveways, street spaces and building frontage
- Finish floor or sill elevation (based on mean sea level datum)
- Location and size of both existing utilities in the street and the proposed utilities serving the building
- Existing and proposed grade contours
- Silt fence (erosion control) locations

Fire Department requirements.

The following shall be submitted on a separate sheet:

- Name, address, e-mail and phone number of applicant **and** the project architect.
- Proposed use of structure (NFPA and IBC classification)
- Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- Separate plans shall be submitted for
 - a) Suppression system
 - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include:
 - a) Fire resistance ratings of all means of egress
 - b) Travel distance from most remote point to exit discharge
 - c) Location of any required fire extinguishers
 - d) Location of emergency lighting
 - e) Location of exit signs
 - f) NFPA 101 code summary
- Elevators shall be sized to fit an 80" x 24" stretcher.

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

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

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

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