



**DEVELOPMENT  
SERVICES**  
*of New England*

To: Building Inspections  
City of Portland, Maine 04101

Date: April 23, 2014

From: Alan Nichols – Principal  
Development Services of New England, LLC

Re: Application for a Commercial Interior Permit

Project: Relocation of an existing partition wall to create two usable office spaces.

Location: Offices of Blue Tarp Financial  
443 Congress Street – 4<sup>th</sup> Floor  
Portland, Maine 04101

The scope of work covered by the permit being requested is as follows:

- Demo approximately 9' of an existing steel stud and GWB wall so that it can be shifted 5' to the North. The office currently located to the North is very large so by shifting the wall it will provide two average size but usable offices.
- The existing four (4) electrical outlets and one (1) tel/data outlet located in the existing wall (4) will be replaced in kind into the new wall.
- One (1) existing fluorescent light fixture will need to be relocated in the existing suspended ceiling grid. No new fixtures will be added.
- The new wall will be constructed the same as the wall being removed. It will be framed with 3 1/2" light gage steel studs spaced 16" on center with 1/2" GWB on both sides. The wall cavity will be filled with fiberglass batt insulation for sound attenuation.
- The new wall will only go to the underside of the existing ceiling grid so that the existing ceiling grid will not need to be reworked.
- Changes to the fire alarm or fire suppression system are not expected. Both areas are currently covered by the existing fire alarm and fire suppression system.
- A separate electrical permit will be pulled by the projects electrician.

Development Services of New England, LLC  
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I have attached a drawing of the existing and proposed floor plan along with a cross section of the existing and proposed wall system. Please let me know as soon as possible if there is any additional information required.

I look forward to hearing from you soon.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alan F. Nichols", with a long horizontal flourish extending to the right.

Alan F. Nichols – Principal

Development Services of New England

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