

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

Please Read  
 Application And  
 Notes, If Any,  
 Attached

BUILDING INSPECTION

**PERMIT**

Permit Number: 100003

This is to certify that 28 MONUMENT SQUARE LLC / Jeffrey Contracting Service  
 has permission to Commercial - Mixed Use - Remodelate Facade Compliance w/ Historic District Approved Design  
 AT 27 MONUMENT SQ City of Portland 027 F002004

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 written permission procured before this building or part thereof is lath or other work closed-in. 24 HOUR NOTICE IS REQUIRED.

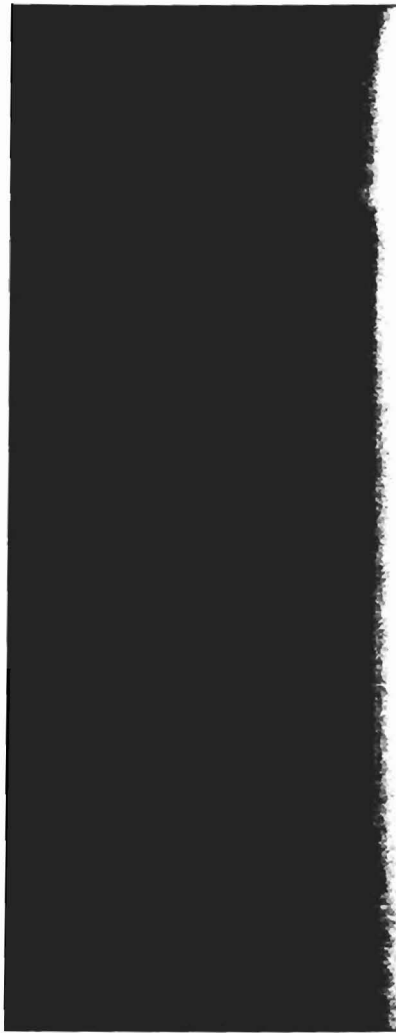
A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. Exempt  
 Health Dept. \_\_\_\_\_  
 Appeal Board \_\_\_\_\_  
 Other \_\_\_\_\_  
 Department Name

James Bank 1/25/10  
 Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**



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

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

Permit No: 10-0003	Issue Date:	CBL: 027 F002004
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Location of Construction: 28 MONUMENT SQ	Owner Name: 28 MONUMENT SQUARE LLC	Owner Address: 22 MONUMENT SQ	Phone:
Business Name:	Contractor Name: Jeffrey Verrill Contracting Services	Contractor Address: 63 Country Lane North Yarmouth	Phone: 2078317146
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Commercial - Mixed Use	Proposed Use: Commercial - Mixed Use - Renovate Facade Compliant w/ Historic District Approved Design	Permit Fee: \$520.00	Cost of Work: \$50,000.00	CEO District: 1
		FIRE DEPT: w/conditions 1/13/2010 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Signature: <i>[Signature]</i>	INSPECTION: Use Group: M/A/R Type: 3B JBC-2003 Signature: JWB 1/25/10	

Proposed Project Description: Commercial - Mixed Use - Renovate Facade Compliant w/ Historic District Approved Design	PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____
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Permit Taken By: Ldobson	Date Applied For: 01/05/2010	<b>Zoning Approval</b>
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<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building permits do not include plumbing, septic or electrical work.</p> <p>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..</p>	<p><b>Special Zone or Reviews</b></p> <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 type="checkbox"/> MM <input type="checkbox"/> Date: 1/5/10 <i>ASA</i>	<p><b>Zoning Appeal</b></p> <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: _____	<p><b>Historic Preservation</b></p> <input type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied  Date: 1/12/10 <i>D. Andrews</i>
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**PERMIT ISSUED**

JAN 25 2010

City of Portland

**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

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

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

Permit No: 10-0003	Date Applied For: 01/05/2010	CBL: 027 F002004
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Location of Construction: 27 MONUMENT SQ	Owner Name: 28 MONUMENT SQUARE LLC	Owner Address: 22 MONUMENT SQ	Phone:
Business Name:	Contractor Name: Jeffrey Verrill Contracting Services	Contractor Address: 63 Country Lane North Yarmouth	Phone (207) 831-7146
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	

Proposed Use: Commercial - Mixed Use - Renovate Facade Compliant w/ Historic District Approved Design	Proposed Project Description: Commercial - Mixed Use - Renovate Facade Compliant w/ Historic District Approved Design
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**Dept:** Historic      **Status:** Approved with Conditions      **Reviewer:** Deborah Andrews      **Approval Date:** 01/12/2010

**Note:** **Ok to Issue:**

- 1) \* Approval based on revised drawings dated December 3, 2009, as amended--see attached staff notes on drawings. The drawings and staff notes reflect the decision of the Historic Preservation Board on 10/4/09 to approve amendments to a previously approved plan. The Board approved the revised scheme subject to the following conditions:

- 1) VistaWall system to feature 2 1/4" frame.
- 2) Glazing on window parallel to sidewalk to feature one vertical division, in center of glass.
- 3) 1 1/4" bead detail to be installed at the corner of the storefront, where the glazing turns back toward the recessed entrance.
- 4) Glass to be clear with no reflective or tinted coating. If low-E glass is proposed, the Visual Transmittance Ration (VTR) shall be 70 or above to ensure there is no reflectivity.

**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Ann Machado      **Approval Date:** 01/05/2010

**Note:** **Ok to Issue:**

- 1) This property shall remain as commercial/retail on basement, first & second floors and one residential condo on third floor and one residential condo on the fourth floor. Any change of use shall require a separate permit application for review and approval.
- 2) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.
- 3) Separate permits shall be required for any new signage.
- 4) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Jeanine Bourke      **Approval Date:** 01/25/2010

**Note:** **Ok to Issue:**

- 1) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm or HVAC or exhaust systems. Separate plans may need to be submitted for approval as a part of this process.
- 2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Ben Wallace Jr.      **Approval Date:** 01/13/2010

**Note:** **Ok to Issue:**

- 1) Doors shall comply with NFPA101-7.2.1. Door hardware shall comply with ADA. Doors serving an occupant load of 100 or more shall have panic hardware.
- 2) Installation of a Fire Alarm system requires a Knox Box to be installed per city ordinance
- 3) All construction shall comply with NFPA 101

**PERMIT ISSUED**

JAN 25 2010

City of Portland

<b>Location of Construction:</b> 27 MONUMENT SQ	<b>Owner Name:</b> 28 MONUMENT SQUARE LLC	<b>Owner Address:</b> 22 MONUMENT SQ	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Jeffrey Verrill Contracting Services	<b>Contractor Address:</b> 63 Country Lane North Yarmouth	<b>Phone</b> (207) 831-7146
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	

**Comments:**

1/22/2010-jmb: Emailed Alan M. For information on tempered glazing

1/25/2010-jmb: Received email from Alan M. For the tempered glazing

1/12/2010-gg: RECEIVED FROM HISTORIC ON 01/12/2010. /GG

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

A Pre-construction Meeting will take place upon receipt of your building permit.

Framing/Rough Plumbing/Electrical: Prior to Any Insulating or drywalling

Final inspection required at completion of work.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

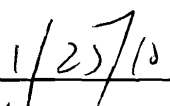
CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.

Signature of Applicant/Designee



Signature of Inspections Official

Date

  
Date

PERMIT ISSUED

JAN 25 2010

City of Portland



# General Building Permit Application

(FACADE RENOVATION ONLY)

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>28 (27) MONUMENT SQUARE</u> (Permit # 07-1017)		
Total Square Footage of Proposed Structure/Area <u>11,000 ± SF</u>	EXISTING	Square Footage of Lot <u>2,900 ± SF</u>
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#  <u>27          F          2</u>	Applicant *must be owner, Lessee or Buyer* Name <u>28 MONUMENT SQUARE LLC</u> Address <u>40 ALAN MOONEY</u> <u>22 MONUMENT SQUARE</u> City, State & Zip <u>PORTLAND, ME 04101</u>	
Lessee/DBA (If Applicable)  <u>NA</u>	Owner (if different from Applicant) Name <u>SAME</u> Address City, State & Zip	Telephone: <u>207-828-1969</u> <u>MAIL</u> Cost Of Work: \$ <u>50,000</u> C of O Fee: \$ _____ Total Fee: \$ <u>520</u>
Current legal use (i.e. single family) <u>Floors 1&amp;2 + Basement - Mercantile B</u> If vacant, what was the previous use? <u>NO CHANGE</u> Proposed Specific use: _____ Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>TO RENOVATE FACADE COMPLIANT WITH HISTORIC DISTRICT APPROVED DESIGN - THERE ARE NO STRUCTURAL MODIFICATIONS</u>		
Contractor's name: <u>JEFFREY R. VERRILL</u> REQ'D. Address: <u>63 COUNTRY LANE</u> City, State & Zip <u>N. YARMOUTH, ME 04097</u> Telephone: <u>829-6005</u> Who should we contact when the permit is ready: <u>ALAN MOONEY</u> Telephone: <u>828-1969</u> Mailing address: <u>AS ABOVE/APPLICANT</u>		

Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.

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](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

RECEIVED

JAN - 5 2010

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 City's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable time for the provisions of the codes applicable to this permit.

Signature: [Signature] Date: January 4, 2010

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

# Memo

**To:** Jeanie Bourke, Portland Building Inspection Department  
**From:** Alan Mooney  
**CC:** David Verrill, Penny Littell  
**Date:** January 4, 2010  
**Re:** 28 Monument Square – amendment to second floor building permit #07-1017 for façade renovation

---

Attached is our application for an amendment to our building permit at 28 Monument Square to renovate the façade to be compliant with the design approved by the Portland Historic Review Board. Please note the following:

1. There are not structural modifications or changes related to this work. We are simply removing the existing, non-bearing façade that was installed for the Surplus Store around 1950 and replacing it with a storefront similar to that which previously existed.
2. We will include a remote “press to open” opener on the left side (facing from Monument Square) door for accessibility
3. We will install a Knox Box for emergency access
4. The signage is not to be considered as part of this permit. That will be submitted for review separately. However, it has been reviewed the Historic Review Board as well.

We plan to start work on the façade during the week of January 11 and complete it by the end of January. Expediting approval of this amendment will be appreciated.

Please confirm that this is an acceptable amendment to Permit # 07-1017. If you have any questions, please let me know. Thanks!

Thanks!

RECEIVED  
JAN - 5 2010  
Dept. of Building Inspections  
City of Portland Maine

**Jeanie Bourke - FW: facade permit - 28/27 Monument Square**

**From:** Alan Mooney <hamooney@criterium-engineers.com>  
**To:** Jeanie Bourke <JMB@portlandmaine.gov>  
**Date:** 1/25/2010 8:20 AM  
**Subject:** FW: facade permit - 28/27 Monument Square  
**CC:** David Verrill <dverrill@maine.rr.com>, "Jverrill@maine.rr.com" <Jverrill@maine.rr.com>, Penny Littell <PL@portlandmaine.gov>, Nelle Hanig <NRH@portlandmaine.gov>

Hi Jeanie,

Here is the confirmation from the supplier, Portland Glass, that all of the glass is tempered.

Is there anything else you need to issue the permit?

Thanks!

...Alan

***H. Alan Mooney, P.E.***  
***President***  
***Criterium Engineers***

***Corporate Offices***  
*22 Monument Square, Suite 600*  
*Portland, ME 04101*  
*1-800-242-1969*  
*hamooney@criterium-engineers.com*  
*www.criterium-engineers.com*

**From:** Andrew Emmertz [mailto:Andrew.Emmertz@PortlandGlass.com]  
**Sent:** Sunday, January 24, 2010 11:18 AM  
**To:** Alan Mooney  
**Subject:** Re: facade permit - 28/27 Monument Square

It is tempered as required by local code

On Jan 24, 2010, at 9:30 AM, "Alan Mooney" <hamooney@criterium-engineers.com> wrote:

Hi Andy,  
With regard to the facade permit from the City, Jeanie is asking to confirm that the glass is tempered at the required locations. I assume it is all tempered. Is that correct?  
....Alan

**From:** Jeanie Bourke [mailto:JMB@portlandmaine.gov]





## Accessibility Building Code Certificate

**Designer:** ALAN MOONEY, P.E.  
**Address of Project:** 28(27) MONUMENT SQUARE, PORTLAND  
**Nature of Project:** FACADE RENOVATION  
 \_\_\_\_\_  
 \_\_\_\_\_

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act. Residential Buildings with 4 units or more must conform to the Federal Fair Housing Accessibility Standards. Please provide proof of compliance if applicable.



**Signature:** [Handwritten Signature]  
**Title:** RESIDENT  
**Firm:** CRITERION ENGINEERS  
**Address:** 22 MONUMENT SQUARE  
PORTLAND, ME 04101  
**Phone:** 207.828.1969

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)



## Certificate of Design

Date:

Jan 4, 2010

From:

Alan Mooney, P.E.

These plans and / or specifications covering construction work on:

FACADE RENOVATION AT 22 MONUMENT  
SQUARE, PORTLAND, MAINE 04101

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the **2003 International Building Code** and local amendments.



Signature:

[Handwritten Signature]

Title:

President

Firm:

Criterion Engineers

Address:

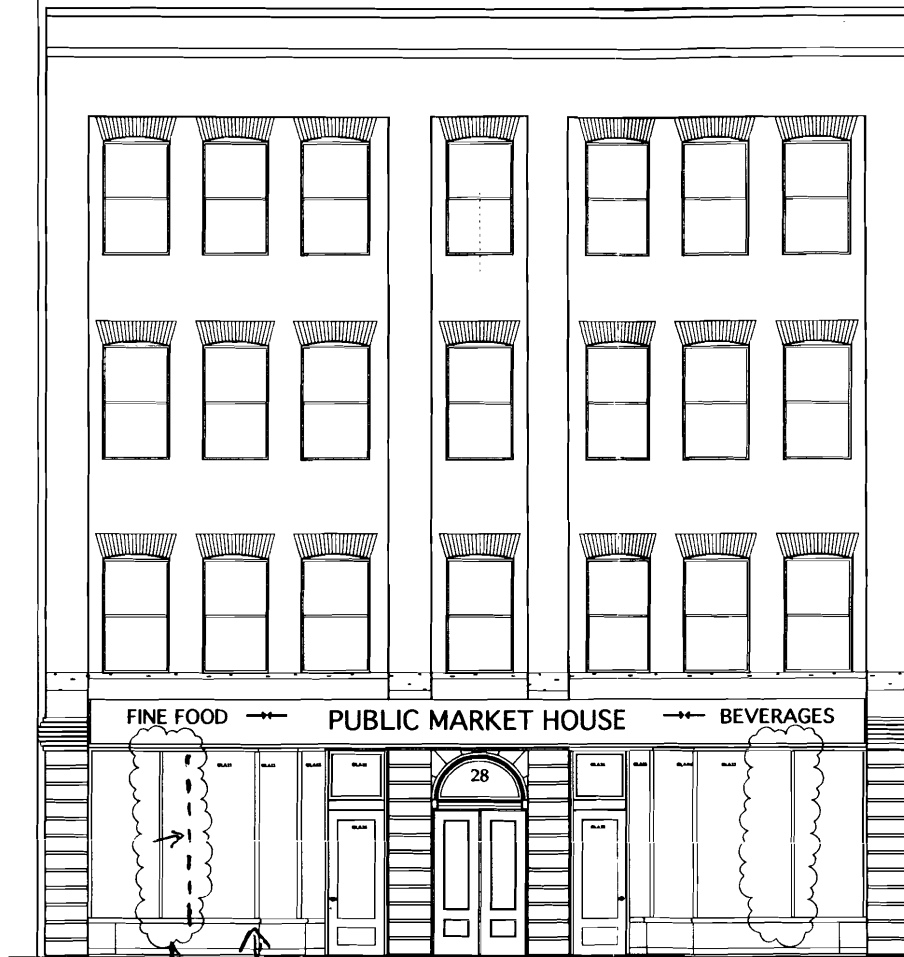
22 MONUMENT SQUARE  
PORTLAND, ME 04101

Phone:

207. 828. 1969

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)

Final  
Approved  
Drawings  
1/12/10



General Notes:

1. This is a concept drawing only. All material selections are subject to pricing and budget considerations.
2. The design is subject to field verification of dimensions and existing conditions currently under newer material.
3. Color scheme to be determined based on availability for the selected materials.
4. Signage in 2nd floor windows to be equal to or less than the allowable coverage. Type face, color and style of lettering to be consistent and compatible with the primary MARKET HOUSE sign.
5. Floor finish in entry loyers to be determined after demolition.

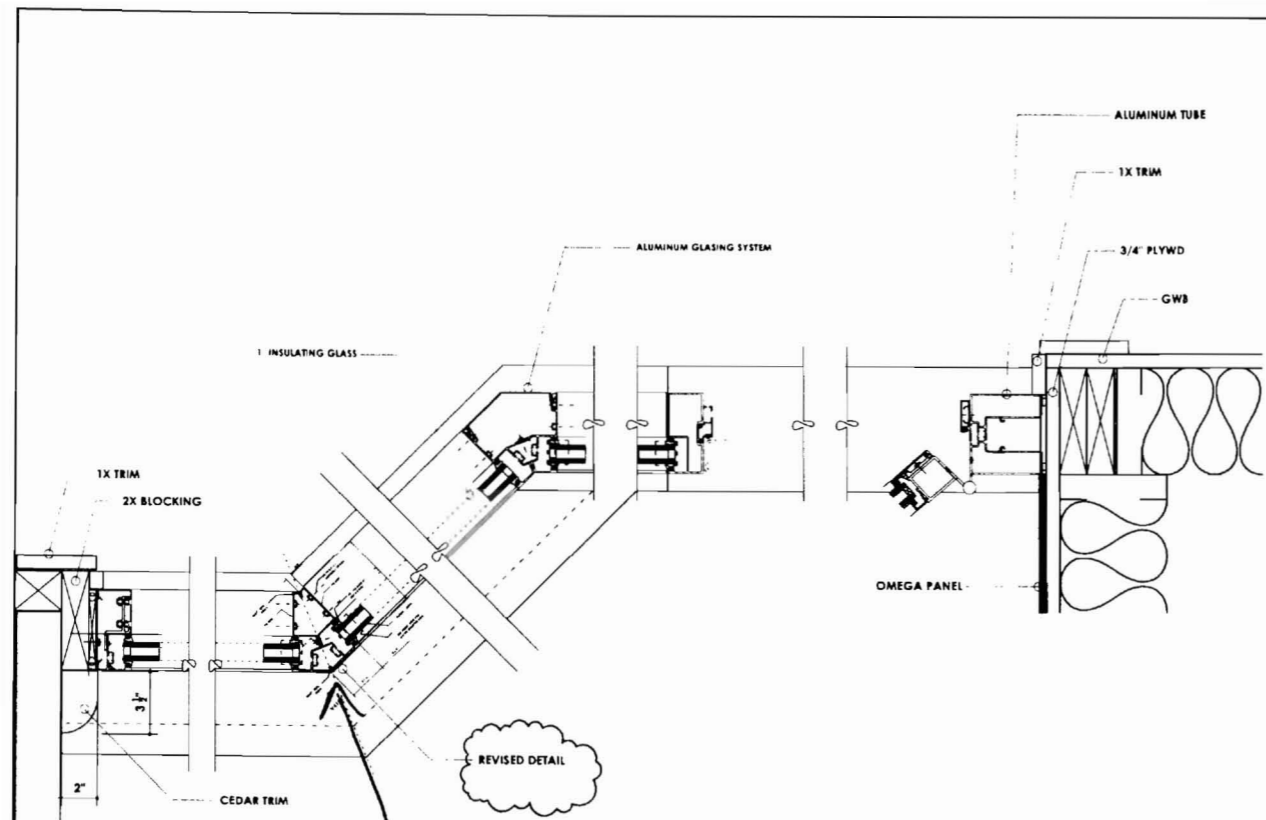
1 Vertical division to be centered in front window plane

2 1 1/4" rod to be installed at corner as bead detail

3 Glass to be clear w/ no reflective or tinted coating. If have double, VTR must be for outside

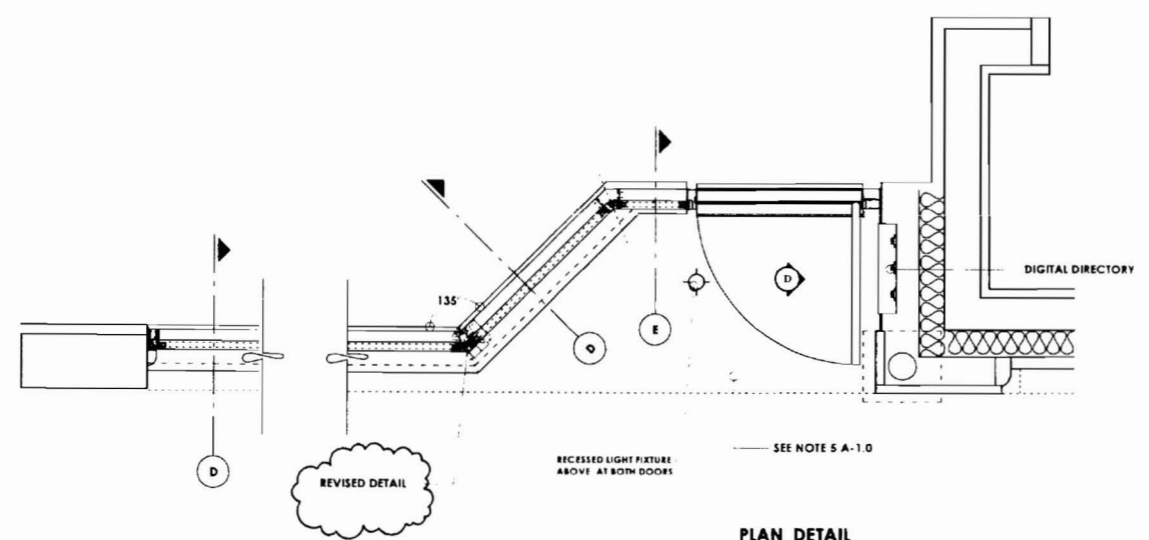
A-1.0

James Sterling Architect  
142 High Street  
Portland, Maine  
© 07 JUNE 2009  
revised 03 DECEMBER 2009

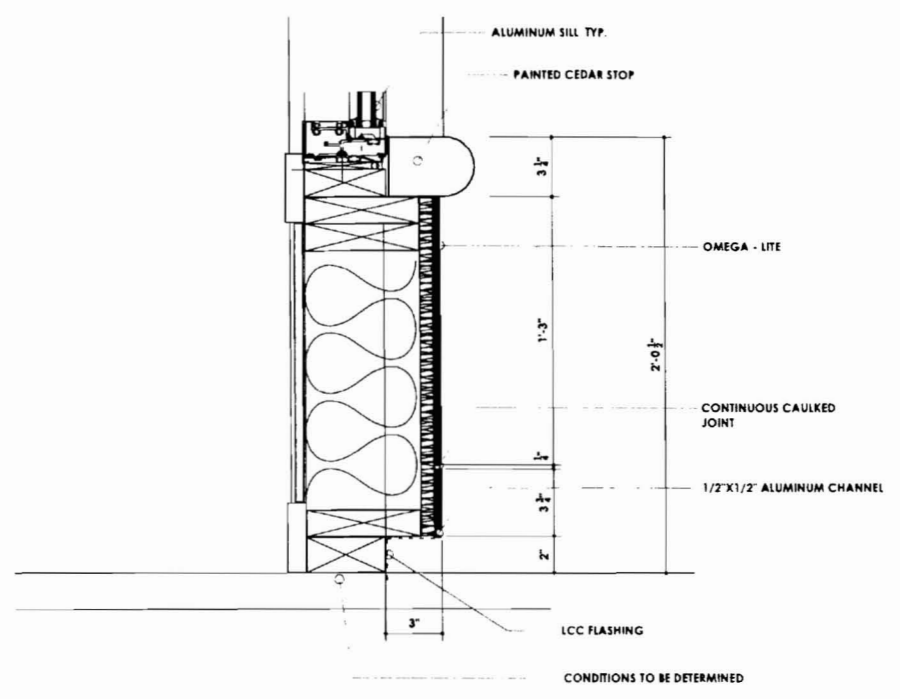


*Add 1 1/4" head detail at corner*

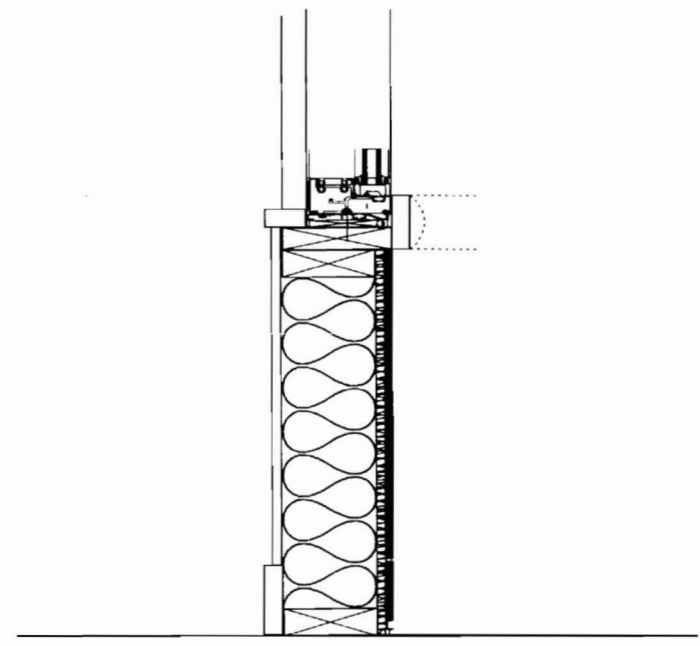
STORE FRONT GLAZING DETAILS  
3/4" = 1' - 0"



PLAN DETAIL  
3/4" = 1' - 0"



STORE FRONT DETAIL - D  
3/4" = 1' - 0"



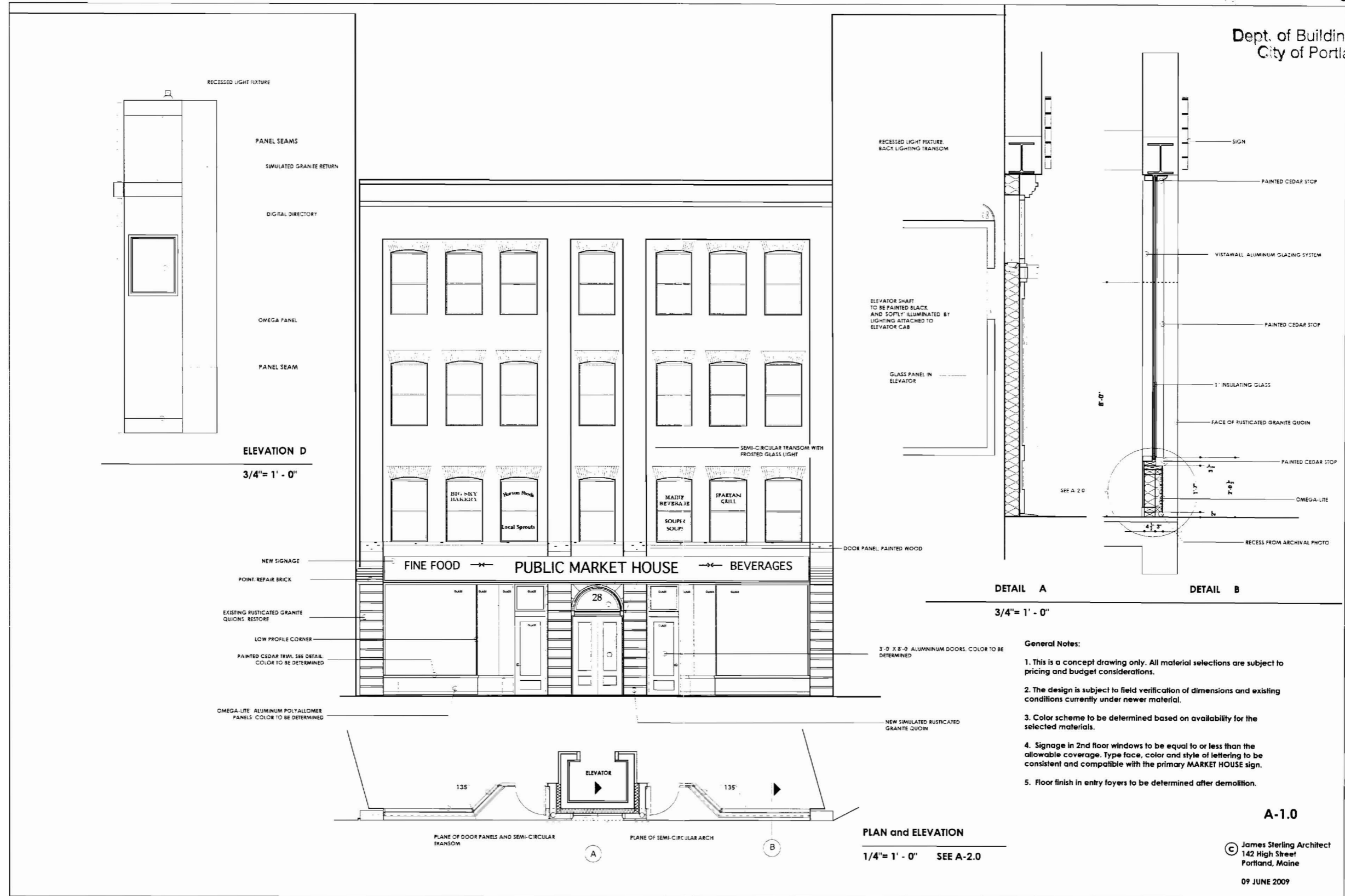
STORE FRONT DETAIL - E  
3/4" = 1' - 0"

A-2.0

James Sterling Architect  
142 High Street  
Portland, Maine  
09 JUNE 2009  
REVISED 3 DECEMBER 2009

JAN - 5 2010

Dept. of Building Inspections  
City of Portland Maine



RECESSED LIGHT FIXTURE

PANEL SEAMS

SIMULATED GRANITE RETURN

DIGITAL DIRECTORY

OMEGA PANEL

PANEL SEAM

ELEVATION D  
3/4" = 1' - 0"

NEW SIGNAGE

POINT REPAIR BRICK

EXISTING RUSTICATED GRANITE QUIONS. RESTORE

LOW PROFILE CORNER

PAINTED CEDAR TRIM. SEE DETAIL. COLOR TO BE DETERMINED

OMEGA-LITE ALUMINUM POLYALLOMER PANELS. COLOR TO BE DETERMINED

RECESSED LIGHT FIXTURE. BACK LIGHTING TRANSOM

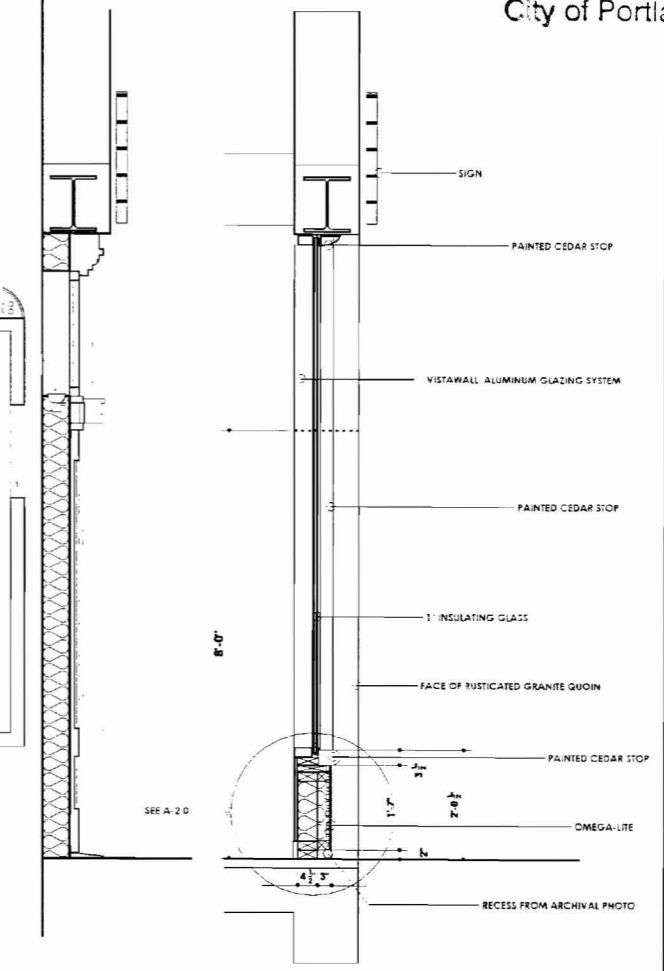
ELEVATOR SHAFT TO BE PAINTED BLACK AND SOFTLY ILLUMINATED BY LIGHTING ATTACHED TO ELEVATOR CAB

GLASS PANEL IN ELEVATOR

DOOR PANEL. PAINTED WOOD

3'-2" X 8'-0" ALUMINUM DOORS. COLOR TO BE DETERMINED

NEW SIMULATED RUSTICATED GRANITE QUION



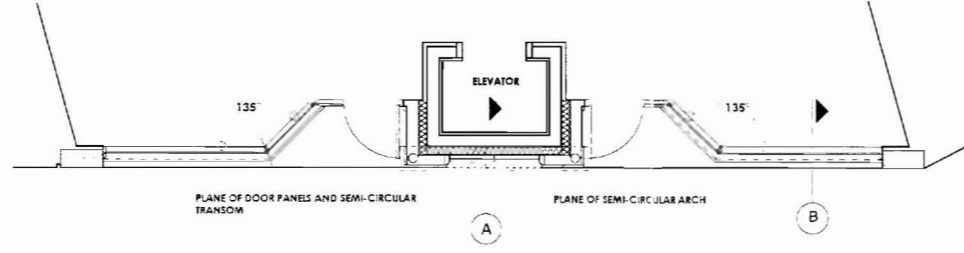
DETAIL A

DETAIL B

3/4" = 1' - 0"

**General Notes:**

1. This is a concept drawing only. All material selections are subject to pricing and budget considerations.
2. The design is subject to field verification of dimensions and existing conditions currently under newer material.
3. Color scheme to be determined based on availability for the selected materials.
4. Signage in 2nd floor windows to be equal to or less than the allowable coverage. Type face, color and style of lettering to be consistent and compatible with the primary MARKET HOUSE sign.
5. Floor finish in entry foyers to be determined after demolition.



PLANE OF DOOR PANELS AND SEMI-CIRCULAR TRANSOM

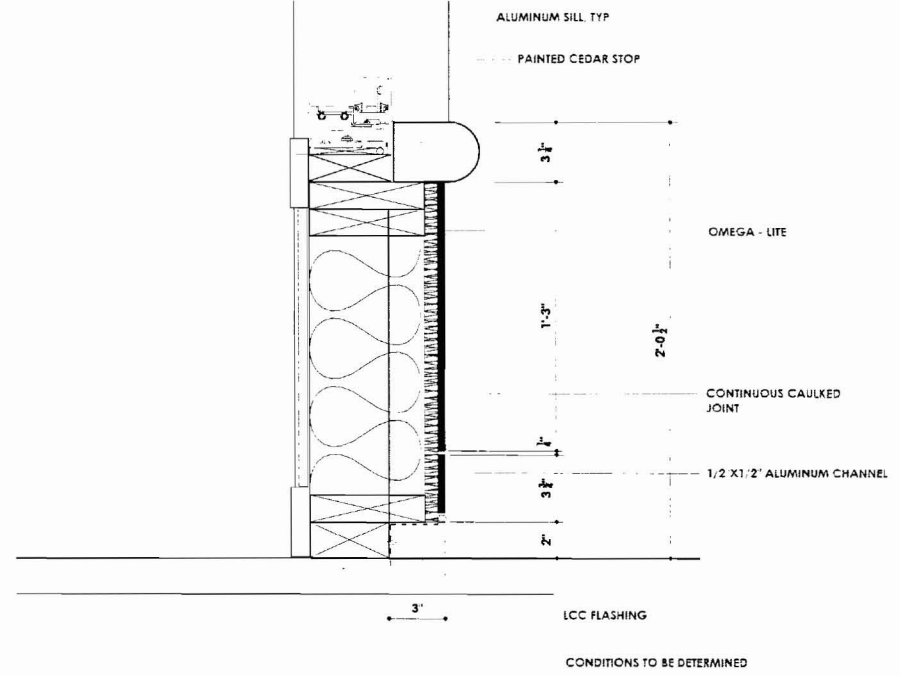
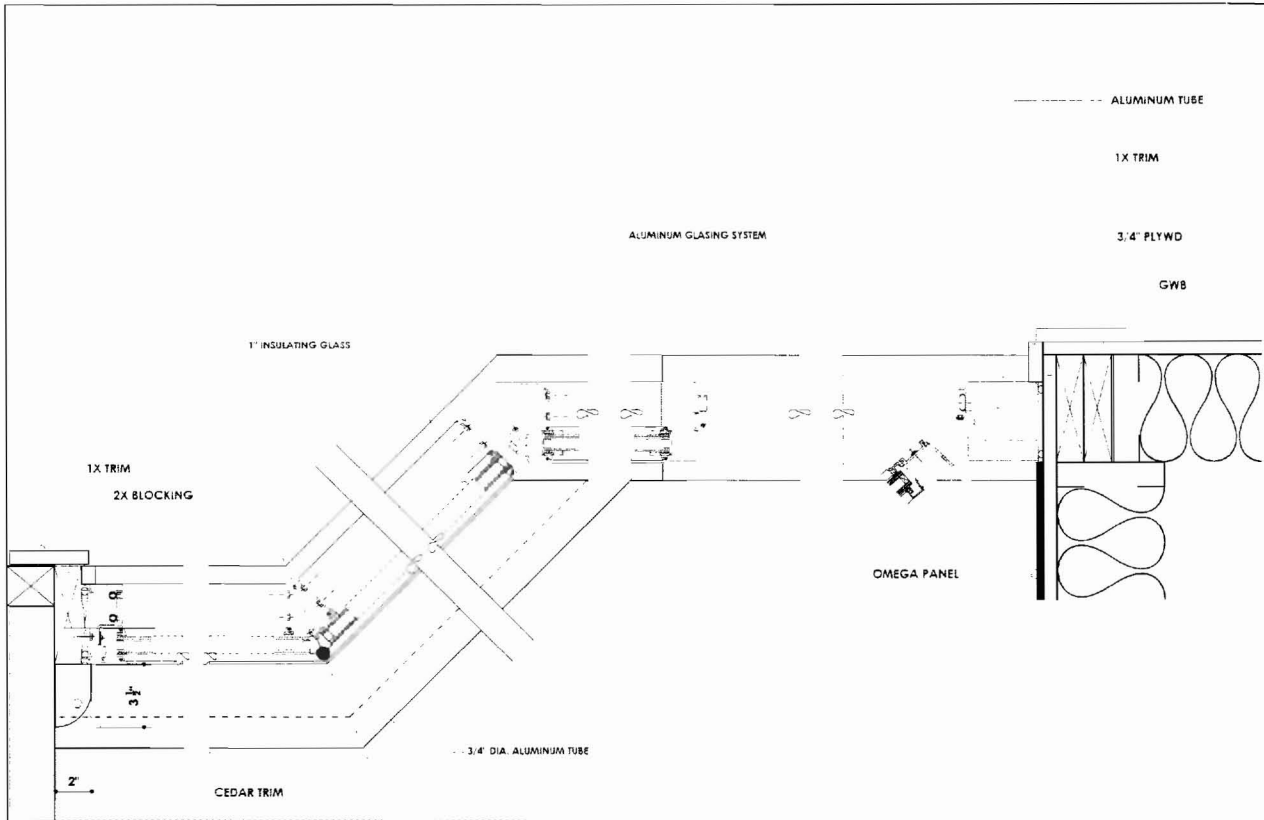
ELEVATOR

PLANE OF SEMI-CIRCULAR ARCH

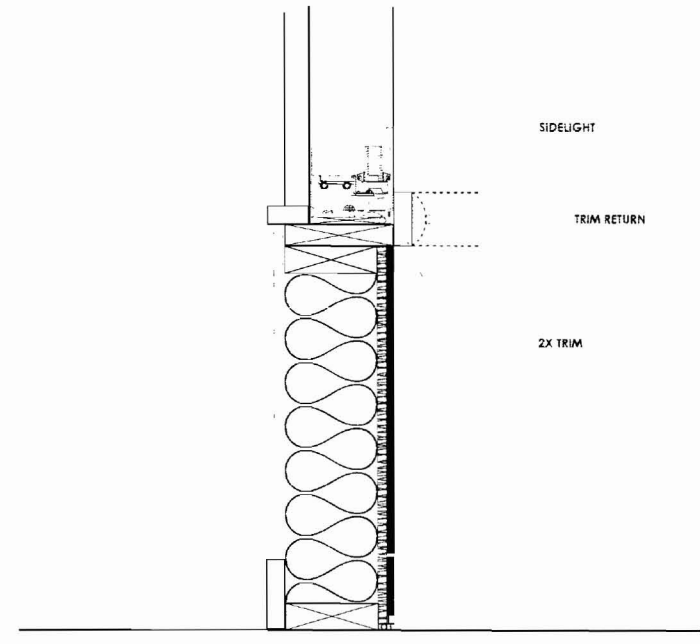
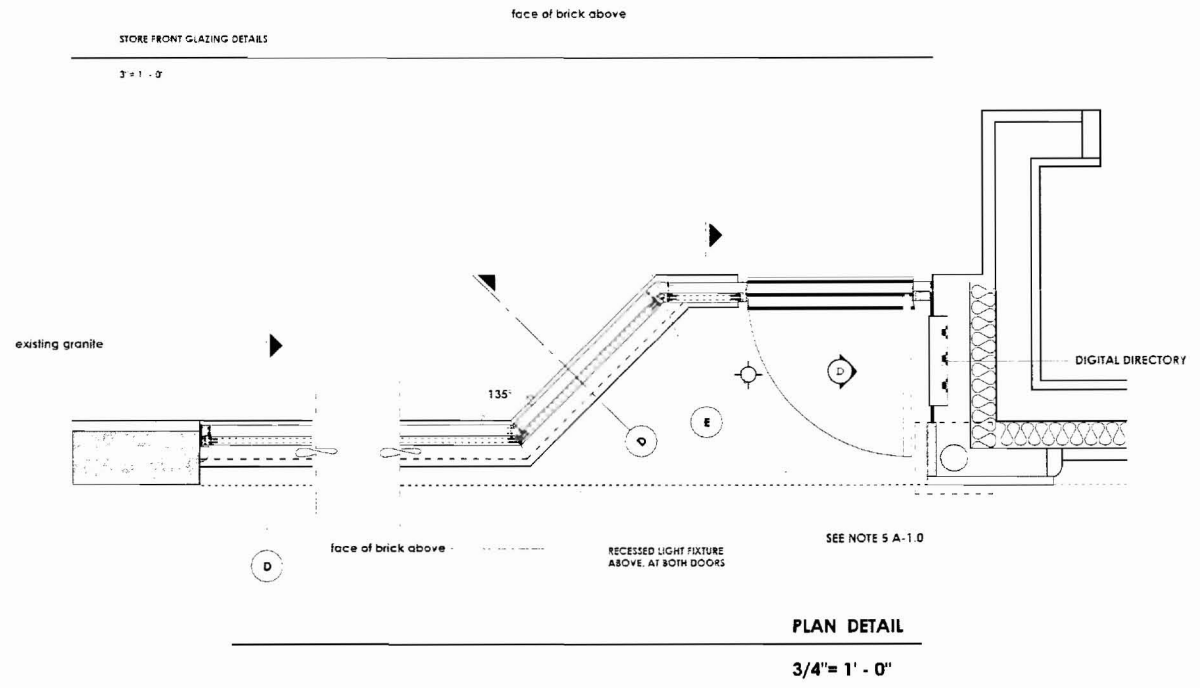
PLAN and ELEVATION  
1/4" = 1' - 0" SEE A-2.0

A-1.0

© James Sterling Architect  
142 High Street  
Portland, Maine  
09 JUNE 2009



STORE FRONT DETAIL - D  
 3/4" = 1' - 0"



STORE FRONT DETAIL - E  
 3/4" = 1' - 0"