

January 29, 2016

Jeanie Bourke, CEO/LPI/Plan Reviewer, Inspections Division, City of Portland, Maine
Captain David Petruccelli, Portland Fire Department, Code Compliance, Plan Review, Permitting
Craig Messinger, Portland Fire Department

I am pleased to submit documents in support of an application for a construction permit for a tenant improvement project of existing office space at 261 Commercial Street (19 Cross Street) on behalf of my client, RM Davis.

Project Description:

The existing building is 4 full floors with a footprint of approximately 4600 square feet and a 5th floor approximately 1/3 in size. The footprint is somewhat triangular, bounded by free street to the south and City Center to the North. The construction is multi-wythe brick exterior walls and wood framed floors, typical of many building in the adjacent area

The proposed project calls for the minor renovation of existing office space on floors 2-5 consisting mostly of replacement of carpet and other interior finishes. The project also calls for construction of a communicating stair between the 1st and 2nd floor, directly below an existing stair. The new stair will be separated from the existing stair by 2 hour rated construction. Code requires that a communicating stair in this situation be provided with an alarm activated smoke curtain to prevent smoke from traveling between floors in the event of a fire.

The project is entirely within the boundaries of existing leased tenant space; there are no changes required or proposed to the existing egress stairs, or exits that serve the tenants in the building. The proposed work does not involve substantial changes to the building structure or thermal envelope.

Code Reviews:

The documents include code reviews for both NFPA 101 and IBC 2009. It is important to note that there is no change proposed to the occupancy, occupant load, or extent of existing tenant space. This code review is for the Area of Work, as defined in the International Existing Building Code only. I have assumed that code requirements for items such as egress stairs, exit discharge, building type, building height and area limitations, fire ratings, separation of occupancies, and all other code issues that deal with the building beyond the work area have been addressed in earlier permits and are outside the scope of this project.

A structural investigation of the building has been undertaken by a structural engineer in order to complete the framing plans for the new opening required in the 2nd floor framing. Additional information will be submitted to the City regarding the structural design for this project in accord with the Deferred Submittals section of the building code.

The project has been designed to comply with the ADA technical guidelines for the Area of Work

Regards,
Josef Chalats, Architect