General Building Permit Application

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 06/30/16

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: ~~XXXXXXXXXXXXXXXXXXXXXXXX~~ 142 Federal St		
Total Square Footage of Proposed Structure:	N A	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 028 F001001	**Applicant Name:** CUMBERLAND COUNTY Address 205 NEWBURY ST. City, State & Zip PORTLAND, ME 04101	Telephone: 207-871-8293 Email: TARBOX@CUMBERLANDCOUNTY.ORG
Lessee/Owner Name: (if different than applicant) SAME Address: City, State & Zip: Telephone E-mail:	**Contractor Name:** TBD (if different from Applicant) Address: City, State & Zip: Telephone E-mail:	Cost Of Work: $ 10,000.— C of O Fee: $ 0.— Historic Rev $ 0.— **Total Fees : $**

Current use (i.e. single family) COURTHOUSE
If vacant, what was the previous use? NA
Proposed Specific use: SAME
Is property part of a subdivision? NO If yes, please name NA
Project description:
REPLACE EXISTING OVERHEAD DOOR W/ THERMAL BREAK STOREFRONT DOOR & WINDOWS AT EXISTING SALLYPORT ENTRANCE.

Who should we contact when the permit is ready:	BRUCE TARBOX - DIRECTOR OF FACILITIES
Address:	205 NEWBURY STREET
City, State & Zip:	PORTLAND, ME 04101
E-mail Address:	TARBOX@CUMBERLAND COUNTY.ORG
Telephone:	207-871-8293

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: Michael F. Hays **Date:** 5/9/16

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

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PORTLAND MAINE

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Jeff Levine, AICP, Director
Director of Planning and Urban Development

Tammy Munson
Director, Inspections Division

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are ***paid in full*** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, upon receipt of an e-mailed invoice from Building Inspections, which signifies that my electronic permit application and corresponding paperwork have been received, determined complete, entered by an administrative representative, and assigned a permit number, I then have the following four (4) payment options:

- ☐ to provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),
- ☐ call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,
- ☐ hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,
- ☑ or deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Inspections Division
389 Congress Street, Room 315
Portland, Maine 04101

Once my payment has been received, this then starts the review process of my permit. ***After all approvals have been met and completed, I will then be issued my permit via e-mail.*** No work shall be started until I have received my permit.

Applicant Signature: Michael F. Hayes Date: 5/9/16

I have provided digital copies and sent them on: Monday Date: 5/9/16

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

New Commercial
Permit Application Checklist

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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 .

- [x] Cross sections w/framing details
- [x] Floor plans and elevations
- [x] Window and door schedules
- [ ] ~~Foundation plans with rebar specifications and required drainage and damp proofing (if applicable)~~
- [x] Detail egress requirements and fire separations
- [x] Insulation R-factors of walls, ceilings, floors and U-factors of windows as per the IEEC 2009
- [x] 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,~~
- [x] 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 ≥ 1" = 20' on paper ≥ 11" x 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

Building Inspections Division • 389 Congress Street • Portland, Maine 04101 • (207) 874-8703 • FACSIMILE (207) 874-8716 • TTY (207) 874-8936

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Fire Department requirements.

The following shall be submitted on a separate sheet:

- [x] Name, address, e-mail and phone number of applicant **and** the project architect.
- [x] Proposed use of structure (NFPA and IBC classification)
- [x] Square footage of proposed structure (total and per story)
- [x] 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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Accessibility Building Code Certificate

Designer: MICHAEL F. HAYS

Address of Project: 205 NEWBURY STREET

Nature of Project: REPLACE EXISTING SALLYPORT OVERHEAD DOOR w/ THERMAL STOREFRONT WINDOWS AND DOOR

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.

LICENSED ARCHITECT
MICHAEL F.
(SEAL)
No. 1724
STATE OF MAINE

Signature: Michael F. Hays

Title: PRINCIPAL

Firm: GRANT HAYS ASSOC.

Address: P.O. BOX 6179
FALMOUTH, ME 04105

Phone: 207. 871. 5900

E-mail: MIKE@GRANTHAYS.COM

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov

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Certificate of Design

Date: MAY 9, 2016

From: MICHAEL F. HAYS

These plans and / or specifications covering construction work on:

205 NEWBURY STREET – CUMBERLAND COUNTY COURTHOUSE – REPLACE OVERHEAD DOOR w/ ALUMINUM THERMAL STOREFRONT WINDOWS & DOOR

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the **2009 International Building Code** and local amendments.

LICENSED ARCHITECT
MICHAEL F. HAYS
No. 1724
STATE OF MAINE
(SEAL)

Signature: Michael F. Hays

Title: PRINCIPAL

Firm: GRANT HAYS ASSOC.

Address: P.O. BOX 6179
FALMOUTH ME 04105

Phone: 207. 871. 5900

E-mail: MIKE@GRANTHAYS.COM

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