

**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: 100 Middle Street East Tower (A) 2nd Fl.		Owner: Middle Street Tower A Association 100 Middle Street Portland, ME, 04101		Phone: 207-780-1680	Permit No: <b>991106</b>
Owner Address: SAA	Lessee/Buyer's Name: Norgan Stanley Dean Wittler		Phone:	BusinessName:	
Contractor Name: Bill McHugh Middle St. Management		Address: 100 Middle Street Portland, ME 04101		Phone: 207-780-1680	Permit Issued: <b>OCT 5 1999</b> CITY OF PORTLAND
Past Use: Office	Proposed Use: Same	<b>COST OF WORK:</b> \$ 127,500	<b>PERMIT FEE:</b> \$ 762.00	<b>INSPECTION:</b> Use Group: B Type: 1/B BOCA 96 Signature: <i>[Signature]</i>	
Proposed Project Description: Office Fit Up 2nd floor only. Renovation of office space.		<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>		Zoning Approval: <b>Special Zone or Reviews:</b> <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"/>	
Action: Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied <input type="checkbox"/>		Signature: _____ Date: _____		Zone: _____ CBL: 029-E-006	
Permit Taken By: UB	Date Applied For: 10-1-99				

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
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..

\*\*\*Send To: Bill McHugh  
Middle Street Management  
100 Middle Street  
Portland, ME 04101

**PERMIT ISSUED  
WITH REQUIREMENTS**

**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 provisions of the code(s) applicable to such permit

10-1-99

SIGNATURE OF APPLICANT \_\_\_\_\_ ADDRESS: \_\_\_\_\_ DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE \_\_\_\_\_ PHONE: \_\_\_\_\_

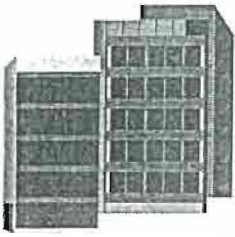
White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

- Historic Preservation**
- Not in District or Landmark
  - Does Not Require Review
  - Requires Review

- Action:**
- Approved
  - Approved with Conditions
  - Denied

Date: \_\_\_\_\_

CEO DISTRICT  
SAM- 



**CITY OF PORTLAND  
BUILDING CODE CERTIFICATE**

**TO:** Inspector of Buildings City of Portland, Maine  
Department of Planning & Urban Development  
Division of Housing & Community Service

**FROM:** BILL McHUGH - MIDDLE STREET TOWER A ASSOCIATES

**RE:** Certificate of Design

**DATE:** 10/1/99

These plans and/or specifications covering construction work on:

MORGAN STANLEY DEAN WITTER  
100 MIDDLE STREET TOWER A 2ND FLOOR


Have been designed and drawn up by the undersigned, a Maine registered architect/engineer according to the BOCA National Building Code/1996 Thirteenth Edition, and local amendments.

Signature William J. Hoff

Title MANAGER - AGENT FOR OWNER

Firm MIDDLE STREET TOWER A ASSOCIATES

Address 100 MIDDLE STREET

(SEAL)  
Richard Morrill Switzer  
NO. 5780 MASS.  
MAINE LICENCE PENDING  
Seal of Place  
As per Maine State Law: 

\$50,000.00 or more in new construction, repair expansion, addition, or modification for Building or Structures, shall be prepared by a registered design Professional.



# City of Portland, Maine

## ACCESSIBILITY CERTIFICATE

TO: Inspector of Buildings City of Portland, Maine  
Department of Planning & Urban Development  
Division of Housing & Community Services

FROM: BILL MCHEWIT - MIDDLE STREET TOWER II ASSOCIATES

RE: Certificate of Design, HANDICAP ACCESSIBILITY

DATE: 10/1/99

These plans and/or specifications covering construction work on:

MURKIN STANLEY DEAN WINTER  
100 MIDDLE STREET TOWER II, 2ND FLOOR

Have been designed and drawn up by the undersigned, a Maine registered engineer/architect according to State Regulations as adopted by the State of Maine on Handicapped Accessibility.

Signature William J McCh...

Title MANAGER - ROBERT FILL WINTER

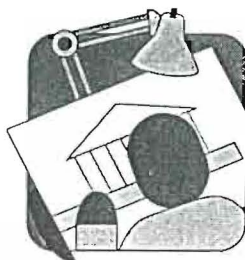
Firm MIDDLE STREET TOWER II ASSOCIATES

Address 100 MIDDLE STREET

(SEAL)

Seal on Plans  
Richard Merrill/Sweitzer  
NO. 5788 MASS,  
MAINE License pending  
Seal on Plans.





**CITY OF PORTLAND MAINE 04101**

Tel. - 207-874-8704

Fax - 207-874-8716

**TO:** Inspector of Buildings City of Portland, Maine  
Planning & Urban Development  
Division of Housing & Community Services

**FROM DESIGNER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Job Name: \_\_\_\_\_

Address of Construction: \_\_\_\_\_

**THE BOCA NATIONAL BUILDING CODE/1996 THIRTEENTH EDITION**

Construction project was designed according to the building code criteria listed below:

*EXISTING Building*

Building Code and Year 1999 Use Group Classification(s) B

Type of Construction I-B Bldg. Height \_\_\_\_\_ Bldg. Sq. Footage \_\_\_\_\_

Seismic Zone \_\_\_\_\_ Group Class \_\_\_\_\_

Roof Snow Load Per Sq. Ft. \_\_\_\_\_ Dead Load Per Sq. Ft. \_\_\_\_\_

Basic Wind Speed (mph) \_\_\_\_\_ Effective Velocity Pressure Per Sq. Ft. \_\_\_\_\_

Floor Live Load Per Sq. Ft. \_\_\_\_\_

Structure has full sprinkler system? Yes \_\_\_\_\_ No \_\_\_\_\_ Alarm System? Yes \_\_\_\_\_ No \_\_\_\_\_  
Sprinkler & Alarm systems must be installed according to BOCA and NFPA Standards with approval from the from the Portland Fire Department.

Is structure being considered unlimited area building: Yes \_\_\_ No \_\_\_\_\_

If mixed use, what subsection of 313 is being considered \_\_\_\_\_

List Occupant loading for each room or space, designed into this Project.

PSH 9/24/99

(Designers Stamp & Signature)

*Richard Merrill Sweitzer*  
*NO. 5788 MA99*  
*me. License pending*

**THIS IS NOT A PERMIT/CONSTRUCTION CANNOT COMMENCE UNTIL THE PERMIT IS ISSUED**

**Building or Use Permit Pre-Application  
Attached Single Family Dwellings/Two-Family Dwelling  
Multi-Family or Commercial Structures and Additions Thereto**

In the interest of processing your application in the quickest possible manner, please complete the Information below for a Building or Use Permit.

**NOTE\*\*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 (include Portion of Building): <i>100 MIDDLE STREET EAST TOWER (A) 2nd fl</i>			
Total Square Footage of Proposed Structure <i>4936 sq</i>		Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number Chart# <i>029</i> Block# <i>E</i> Lot# <i>006</i>		Owner: <i>MIDDLE STREET TOWER A ASSOCIATES 100 MIDDLE STREET PORTLAND, MAINE 04104</i>	Telephone#: <i>(207) 780-1680</i>
Owner's Address: <i>MIDDLE STREET TOWER A ASSOCIATES 100 MIDDLE STREET PORTLAND, ME 04104</i>		Lessee/Buyer's Name (If Applicable) <i>MORGAN STANLEY DEAN WITTE</i>	Cost Of Work: <i>\$ 122,500</i> Fee: <i>\$ 762</i>
Proposed Project Description: (Please be as specific as possible) <i>RENOVATION OF OFFICE SPACE office fit up 2nd fl only</i>			
Contractor's Name, Address & Telephone <i>* Bill Mc HUGH MIDDLE STREET MANAGEMENT 100 MIDDLE STREET PORTLAND, MAINE 04104 (207) 780-1680</i>			Rec'd By <i>143</i>
Current Use: <i>OFFICE</i>		Proposed Use: <i>OFFICE</i>	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code.

You must include the following with you application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

**4) Building Plans**

**Unless exempted by State Law, construction documents must be designed by a registered design professional.**

A complete set of construction drawings showing all of the following elements of construction:

- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review must be included.

**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/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 of applicant: <i>William J McHugh Jr.</i>	Date: <i>10/1/99</i>
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Building Permit Fee: \$30.00 for the 1st \$1000.00 cost plus \$6.00 per \$1,000.00 construction cost thereafter.

Additional Site review and related fees are attached on a separate addendum



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**AUTHORIZATION FOR TRANSMITTAL OF COUNCIL RECORD AND  
AGREEMENT TO COMPLY WITH LAW**

**IN SUPPORT OF APPLICATION FOR REGISTRATION**

NCARB File No: 7765  
NCARB Certificate No: 22687  
Applicant's Name: Richard Sweitzer  
Transmittal to: Maine

1. I hereby request the National Council of Architectural Registration Boards to forward a copy of my Council Record to the Registration Board of the jurisdiction noted above.\*
2. In consideration of the services to be rendered by the Council, I hereby release, discharge and exonerate the National Council of Architectural Registration Boards, its officers, directors and agents from any and all liability of every nature and kind arising out of the transmitting of information concerning the application.
3. I hereby represent that I will comply with the requirements of law that regulate the practice of architecture in the jurisdiction in which I am seeking registration.
4. I submit the following information regarding my present status:

RESIDENCE ADDRESS: 3 LONGWOOD DRIVE, ANDOVER, MA 01810  
PROFESSIONAL STATUS (check one): PRINCIPAL: CORPORATE OFFICER:  EMPLOYEE: OTHER:  
OF THE FIRM OF: GHK ASSOCIATES, INC.  
ADDRESS OF THE FIRM: 1 FANEUIL HALL MARKETPLACE, BOSTON, MA 02109  
SERVICES RENDERED BY THE FIRM: CORPORATE INTERIOR ARCHITECTURE & DESIGN  
I HAVE BEEN IN THE PROFESSIONAL STATUS ABOVE: 11 YRS.. 2 MOS..  
DAY TIME PHONE: 617.723.2180

Richard M. Sweitzer                      9/9/99  
Signature of applicant                      Date

\*Council Records are sent in date order. You may expedite the transmittal by providing us with an additional check or money order in the amount of \$25.00 to send the record via overnight courier or you may provide your account number (Federal Express only), and we will charge your account.

**PLEASE SIGN IN INK AND RETURN WITH THE FEE AND STATE FORMS (IF REQUESTED)**



16. Each apartment shall have access to two (2) separate, remote and approved means of egress. A single exit is acceptable when it exits directly from the apartment to the building exterior with no communications to other apartment units. (Section 1010.1)
17. All vertical openings shall be enclosed with construction having a fire rating of at least one (1) hour, including fire doors with self closer's. (Over 3 stories in height requirements for fire rating is two (2) hours.) (Section 710.0)
18. The boiler shall be protected by enclosing with (1)hour fire rated construction including fire doors and ceiling, or by providing automatic extinguishment. (Table 302.1.1)
19. All single and multiple station smoke detectors shall be of an approved type and shall be installed in accordance with the provisions of the City's Building Code Chapter 9, Section 920.3.2 (BOCA National Building Code/1996), and NFPA 101 Chapter 18 & 19. (Smoke detectors shall be installed and maintained at the following locations):
  - In the immediate vicinity of bedrooms
  - In all bedrooms
  - In each story within a dwelling unit, including basements
 In addition to the required AC primary power source, required smoke detectors in occupancies in Use Groups R-2, R-3 and I-1 shall receive power from a battery when the AC primary power source is interrupted. (Interconnection is required) Section 920.3.2.
20. A portable fire extinguisher shall be located as per NFPA #10. They shall bear the label of an approved agency and be of an approved type. (Section 921.0)
21. The Fire Alarm System shall maintained to NFPA #72 Standard.
22. The Sprinkler System shall maintained to NFPA #13 Standard.
23. All exit signs, lights and means of egress lighting shall be done in accordance with Chapter 10 Section & Subsections 1023.0 & 1024.0 of the City's Building Code. (The BOCA National Building Code/1996)
24. Section 25-135 of the Municipal Code for the City of Portland states, "No person or utility shall be granted a permit to excavate or open any street or sidewalk from the time of November 15 of each year to April 15 of the following year".
25. The builder of a facility to which Section 4594-C of the Maine State Human Rights Act Title 5 MRSA refers, shall obtain a certification from a design professional that the plans commencing construction of the facility, the builder shall submit the certification the Division of Inspection Services.
26. Ventilation shall meet the requirements of Chapter 12 Sections 1210.0 of the City's Building Code. (Crawl spaces & attics).
- \*27. All electrical, plumbing and HVAC permits must be obtained by a Master Licensed holders of their trade. **No closing in of walls until all electrical (min.72 hours notice) and plumbing inspections have been done.**
28. All requirements must be met before a final Certificate of Occupancy is issued.
- \*29. All building elements shall meet the fastening schedule as per Table 2305.2 of the City's Building Code (the BOCA National Building Code/1996).
30. Ventilation of spaces within a building shall be done in accordance with the City's Mechanical Code (The BOCA National Mechanical Code/1993). (Chapter M-16)
31. Please read and implement the attached I and Use Zoning report requirements. *Separate permit req. for new signage*
32. Boring, cutting and notching shall be done in accordance with Sections 2305.4.4, 2305.5.1 and 2305.5.3 of the City's Building Code.
- \*33. Glass and glazing shall meet the requirements of Chapter 24 of the building code.
34. All signage, shall be done in accordance with Section 3102.0 signs of the City's Building Code, (The BOCA National Building Code 1996).
- \*35. Interior Finishes shall comply with section 803.0 of The B.C.
- \*36. Floor Finish shall comply with section 805.0 of The B.C.
- \*37. Electrical Plan shall be done by a professional with a discipline in that field-
- 38.

  
P. Samuel Jones, Building Inspector

cc: T. McDougall, PFD  
Marge Schmuckal, Zoning Administrator

PSH 7/24/99 

**\*\*On the basis of plans submitted and conditions placed on these plans any deviations shall require a separate approval.**



Inspection Services  
Michael J. Nugent  
Manager

Department of Urban Development  
Joseph E. Gray, Jr.  
Director

## CITY OF PORTLAND

Congratulations!!!!!!

**Building or Use Permit Application  
Attached Single Family Dwellings/Two-Family Dwelling  
Multi-Family or Commercial Structures and Additions Thereto**

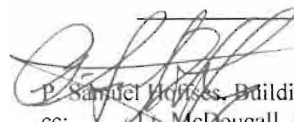
As an applicant for a building permit, you are about to enter into a relationship with our Office. We welcome any questions, comments or suggestions that will make the process more efficient. Attached you will find an application and some samples of the submissions you will provide at application time. Please read ***ALL*** of the information and if you need any further assistance please call 874-8703 or 874-8693.

**Minor or Major site plan review will be required for the most of the above proposed projects.**





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31. Please read and implement the attached Land Use Zoning report requirements. *Separate permit req. for new signage*
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 P. Samuel Hennes, Building Inspector  
 cc: L. McDougall, PFD  
 Marge Schmuckal, Zoning Administrator

PSH 7/24/99

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