

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND

# BUILDING PERMIT

This is to certify that TOP OF EXCHANGE LLC

Located At 93 EXCHANGE

Job ID: 2011-08-1832-ALTCOMM

CBL: 032 - - D - 003 - 001 - - - -

has permission to Renovate offices

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

\_\_\_\_\_  
**Fire Prevention Officer**

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD**

*[Handwritten signature]*  
*8/12/11*

## BUILDING PERMIT INSPECTION PROCEDURES

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

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
  - **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
  - **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**
1. Close-in inspection required prior to insulating or drywalling.
  2. Final inspection required upon completion of work and prior to occupancy.

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life* • [www.portlandmaine.gov](http://www.portlandmaine.gov)

Director of Planning and Urban Development  
Penny St. Louis

Job ID: 2011-08-1832-ALTCOMM

Located At: 93 EXCHANGE

CBL: 032 - - D - 003 - 001 - - - -

## **Conditions of Approval:**

### **Zoning**

1. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
2. ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.
3. This property shall remain retail on the 1<sup>st</sup> floor with offices in rest of building. Any change of use shall require a separate permit application for review and approval.
4. Separate permits are required for any new signage

### **Fire**

All construction shall comply with City Code Chapter 10.

Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit and on the same circuit as the lighting for the area they serve.

Fire extinguishers are required. Installation per NFPA 10.

The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.

A separate Fire Alarm Permit is required for new systems; or for work effecting more than 5 fire alarm devices; or replacement of a fire alarm panel with a different model.

A separate Suppression System Permit is required for all new suppression systems or sprinkler work effecting more than 20 heads.

Any cutting and welding done will require a Hot Work Permit from Fire Department.

### **Building**

1. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm HVAC systems, heating appliances, commercial hood exhaust systems and fuel tanks. 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.

3. All penetrations through rated assemblies must be protected by an approved firestop system installed in accordance with ASTM 814 or UL 1479, per IBC 2009 Section 713.
4. All framing must be steel studs.

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

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

Job No: 2011-08-1832-ALTCOMM	Date Applied: 7/28/2011	CBL: 032 - - D - 003 - 001 - - - - -	
Location of Construction: 93-95 EXCHANGE	Owner Name: TOP OF EXCHANGE LLC	Owner Address: 42 MARKET ST PORTLAND, ME - MAINE 04101	Phone:
Business Name:	Contractor Name: Evelyn Garland @ Monaghan Woodworks	Contractor Address: 100 COMMERCIAL ST PORTLAND MAINE 04101	Phone: (207) 775-2681
Lessee/Buyer's Name:	Phone:	Permit Type: Commercial Alterations	Zone: B-3
Past Use: Retail on 1 <sup>st</sup> floor with Offices in the rest of building	Proposed Use: Same: Retail on 1 <sup>st</sup> floor with offices in rest of building - to make interior renovations to the basement space	Cost of Work: \$44,000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/ conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: <b>B</b> Use Group: Type: <b>2</b>
		Signature: <i>Garland</i> (58)	Signature: <i>IBC</i>
Proposed Project Description: Replace & Rnovate existing office space		Pedestrian Activities District (P.A.D.)	

Permit Taken By: Lannie	<b>Zoning Approval</b>		
<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building Permits do not include plumbing, septic or electrical work.</li> <li>Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</li> </ol>	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>OK with conditions 9/5/11</i>	<b>Zoning Appeal</b> <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:	<b>Historic Preservation</b> <i>with</i> <input type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied <i>Any exterior work requires a separate permit and Approval</i>
	<b>CERTIFICATION</b>		

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 appication 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	PHON



# General Building Permit Application

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: <b>95 Exchange St, basement</b>		
Total Square Footage of Proposed Structure/Area <b>1,995</b>	Square Footage of Lot <b>NAV</b>	
Tax Assessor's Chart, Block & Lot Chart# <b>032</b> Block# <b>D003</b> Lot# <b>001</b>	Applicant <b>"must be owner, Lessee or Buyer"</b> Name <b>Top of Exchange LLC</b> Address <b>42 Market St</b> City, State & Zip <b>Portland, ME 04101</b>	Telephone: <b>774-1000</b>
Lessee/DBA (If Applicable) <b>Tranzon</b>	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ <b>43,618</b> C of O Fee: \$ _____ Total Fee: \$ <b>460</b>
Current legal use (i.e. single family) <b>Commercial - office</b> If vacant, what was the previous use? _____ Proposed Specific use: _____ Is property part of a subdivision? <b>No</b> If yes, please name _____ Project description: <b>Replace and renovate - Ceiling, walls, carpet, electrical upgrade</b>		
Contractor's name: <b>Monaghan Woodworks</b> Address: <b>100 Commercial St</b> City, State & Zip <b>Portland, ME 04101</b> Telephone: <b>775-2683</b> Who should we contact when the permit is ready: <b>Evelyn Garland</b> Telephone: <b>774-1000</b> Mailing address: <b>42 Exchange St Portland ME 04101</b>		

8/1/11

**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.

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: Evelyn Garland Date: 7/28/11

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

RECEIVED  
JUL 28 2011  
Dept. of Building Inspections  
City of Portland, Maine



COMMERCIAL & RESIDENTIAL CONSTRUCTION  
100 Commercial Street, Box105, Portland, Maine 04101

**95 EXCHANGE ST. - GARDEN LEVEL**

Code	Description	Office Area	Bathrooms	Comments
<b>01-000</b>	<b>General Conditions</b>			
01-625	FINAL CLEANING	\$ 280.00	\$ 180.00	READY FOR MOVE-IN
01-600	PARKING	\$ 100.00	\$ -	
01-625	GLASS CLEANING	\$ 140.00	\$ -	ALL GLASS WITHIN THE SPACE
01-610	TRASH REMOVAL AND DUMP RUNS	\$ 500.00	\$ 100.00	
01-660	LIGHT DISPOSAL	\$ 150.00	\$ -	
01-600	TEMPORARY UTILITIES	\$ -	\$ -	BY TENANT / LANDLORD
01-804	PERMIT BUILDING	\$ -	\$ -	BY LANDLORD
01-600	ARCHITECTURAL FEES	\$ -	\$ -	BY LANDLORD
<b>01-000</b>	<b>General Conditions Total</b>	<b>\$ 1,170.00</b>	<b>\$ 280.00</b>	
<b>02-000</b>	<b>Site Construction</b>			
02-100	ACOUSTICAL CEILING REMOVAL	\$ 280.00	\$ 280.00	
02-150	PAD OR SHEET VINYL REMOVAL	\$ 840.00	\$ 280.00	INCLUDES TACK STRIP
02-200	MISC. DEMOLITION / WALL REMOVAL	\$ 280.00	\$ -	
<b>02-000</b>	<b>Site Construction Total</b>	<b>\$ 1,400.00</b>	<b>\$ 560.00</b>	
<b>03-000</b>	<b>Concrete</b>			
03-100	CONCRETE	\$ -	\$ -	NONE
<b>03-000</b>	<b>Concrete Total</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>04-000</b>	<b>Masonry</b>			
04-200	MASONRY	\$ -	\$ -	NONE
<b>04-000</b>	<b>Masonry Total</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>06-000</b>	<b>Woods and Plastics</b>			
06-100	ROUGH CARPENTRY AND SUPERVISION	\$ 1,620.00	\$ -	WALL FRAMING
06-200	FINISH CARPENTRY	\$ 1,080.00	\$ -	DOORS, INT. WINDOWS
06-300	MATERIALS	\$ 830.00	\$ -	
<b>06-000</b>	<b>Woods and Plastics</b>	<b>\$ 3,530.00</b>	<b>\$ -</b>	
<b>07-000</b>	<b>Thermal and Moisture Protection</b>			
07-210	INSULATION	\$ 290.00	\$ -	NEW PARTITIONS
07-250	FIBERGLASS BETWEEN FLOORS	\$ -	\$ -	ADD \$1335.00
07-270	FIRE STOPPING	\$ -	\$ -	NONE FIGURED
<b>07-000</b>	<b>Thermal and Moisture Protection Total</b>	<b>\$ 290.00</b>	<b>\$ -</b>	
<b>08-000</b>	<b>Doors and Windows</b>			
08-100	INTERIOR DOORS	\$ -	\$ -	REUSE EXISTING
08-300	INTERIOR GLASS	\$ 280.00	\$ -	5 TRANSOM WINDOWS, GWB RETURN, NO CASING
08-700	FINISH HARDWARE	\$ -	\$ -	REUSE EXISTING KNOBS AND HINGES
<b>08-000</b>	<b>Doors and Windows Total</b>	<b>\$ 280.00</b>	<b>\$ -</b>	
<b>09-000</b>	<b>Finishes</b>			
09-200	ACOUSTICAL CEILING	\$ 3,600.00	\$ 545.00	
09-250	DRYWALL	\$ 2,135.00	\$ 75.00	
09-300	CARPET	\$ 5,344.00	\$ -	
09-550	VINYL BASE	\$ 670.00	\$ 50.00	
09-600	VCT	\$ -	\$ 300.00	
09-900	INTERIOR PAINTING	\$ 1,680.00	\$ 325.00	LEAVE TRIM AND DOORS STAINED AND UNPAINTED
<b>09-000</b>	<b>Finishes Total</b>	<b>\$ 13,429.00</b>	<b>\$ 1,295.00</b>	
<b>10-000</b>	<b>Specialties</b>			
10-675	CLOSETS AND SHELVING	\$ -	\$ -	NO NEW STORAGE CLOSETS, OFFICE 2 & PHONE RM EXIST
10-800	TOILET AND BATH ACCESSORIES	\$ -	\$ -	EXISTING
<b>10-000</b>	<b>Specialties Total</b>	<b>\$ -</b>	<b>\$ -</b>	

## 95 EXCHANGE ST. - GARDEN LEVEL

Code	Description	Office Area	Bathrooms	Comments
<b>11-000</b>	<b>Equipment</b>			
11-450	APPLIANCES	\$ -	\$ -	BY TENANT
<b>11-000</b>	<b>Equipment Total</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>12-000</b>	<b>Furnishings</b>			
12-300	KITCHEN CABINETS AND TOP	\$ 1,380.00	\$ -	INCLUDES INSTALL LABOR
12500	WINDOW TREATMENT	\$ -	\$ -	NONE
<b>12-000</b>	<b>Furnishings Total</b>	<b>\$ 1,380.00</b>	<b>\$ -</b>	
<b>15-000</b>	<b>Mechanical</b>			
15-300	SPRINKLER	\$ -	\$ -	NONE
15-400	PLUMBING	\$ 1,073.00	\$ -	KITCHENETTE, EXISTING HOT WATER
15-600	HVAC	\$ 4,500.00	\$ -	DEMO./ NEW DUCTWORK, ONE ZONE, EXIST. BATH FANS
<b>15-000</b>	<b>Mechanical Total</b>	<b>\$ 5,573.00</b>	<b>\$ -</b>	
<b>16-000</b>	<b>Electrical</b>			
16-100	ELECTRICAL DEMO / WIRING AND LIGHTS	\$ 8,900.00	\$ 300.00	2 X 4 T-8'S, ADD \$200 FOR PARABOLICS IN OFFICE AREA.
16-200	ELECTRICAL SERVICE PANEL	\$ -	\$ -	USE EXISTING
16-700	FIRE ALARM	\$ 1,700.00	\$ 300.00	
<b>16-000</b>	<b>Electrical Total</b>	<b>\$ 10,600.00</b>	<b>\$ 600.00</b>	
<b>Project Totals</b>				
	<b>Subtotal Construction Cost</b>	<b>\$ 37,652</b>	<b>\$ 2,735</b>	
	<b>General Contractor Fee</b>	<b>\$ 3,012</b>	<b>\$ 219</b>	
	<b>Total Construction Cost</b>	<b>\$ 40,664</b>	<b>\$ 2,954</b>	
	EXCLUSIONS: ANY STORAGE AREA WORK, VOICE AND			
	DATA, ELEC. REC. ON BRICK WALLS.			



# Certificate of Design Application

From Designer: \_\_\_\_\_

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

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

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

NA  
6/28/11  
95 Exchange St, Basement  
95 Exchange Street, basement

## 2003 International Building Code

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

Building Code & Year NA Use Group Classification (s) NA

Type of Construction None

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC No

Is the Structure mixed use? No If yes, separated or non separated or non separated (section 302.3) \_\_\_\_\_

Supervisory alarm System? No Geotechnical/Soils report required? (See Section 1802.2) No

### Structural Design Calculations

NA Submitted for all structural members (106.1 - 106.11)

### Design Loads on Construction Documents (1603)

Uniformly distributed floor live loads (7603.11, 1807)

Floor Area Use	Loads Shown

### Wind loads (1603.1.4, 1609)

- \_\_\_\_\_ Design option utilized (1609.1.1, 1609.6)
- \_\_\_\_\_ Basic wind speed (1809.3)
- \_\_\_\_\_ Building category and wind importance factor,  $I_w$  (table 1604.5, 1609.5)
- \_\_\_\_\_ Wind exposure category (1609.4)
- \_\_\_\_\_ Internal pressure coefficient (ASCE 7)
- \_\_\_\_\_ Component and cladding pressures (1609.1.1, 1609.6.2.2)
- \_\_\_\_\_ Main force wind pressures (7603.1.1, 1609.6.2.1)

### Earth design data (1603.1.5, 1614-1623)

- \_\_\_\_\_ Design option utilized (1614.1)
- \_\_\_\_\_ Seismic use group ("Category")
- \_\_\_\_\_ Spectral response coefficients,  $S_{D1}$  &  $S_{D1}$  (1615.1)
- \_\_\_\_\_ Site class (1615.1.5)

- \_\_\_\_\_ Live load reduction
- \_\_\_\_\_ Roof live loads (1603.1.2, 1607.11)
- \_\_\_\_\_ Roof snow loads (1603.7.3, 1608)
- \_\_\_\_\_ Ground snow load,  $P_g$  (1608.2)
- \_\_\_\_\_ If  $P_g > 10$  psf, flat-roof snow load,  $S_f$
- \_\_\_\_\_ If  $P_g > 10$  psf, snow exposure factor,  $e_s$
- \_\_\_\_\_ If  $P_g > 10$  psf, snow load importance factor,  $I_s$
- \_\_\_\_\_ Roof thermal factor,  $c_t$  (1608.4)
- \_\_\_\_\_ Sloped roof snowload,  $P_s$  (1608.4)
- \_\_\_\_\_ Seismic design category (1616.3)
- \_\_\_\_\_ Basic seismic force resisting system (1617.6.2)
- \_\_\_\_\_ Response modification coefficient,  $R$  and deflection amplification factor,  $C_d$  (1617.6.2)
- \_\_\_\_\_ Analysis procedure (1616.6, 1617.5)
- \_\_\_\_\_ Design base shear (1617.4, 1617.5.1)

### Flood loads (1803.1.6, 1612)

- \_\_\_\_\_ Flood hazard area (1612.3)
- \_\_\_\_\_ Elevation of structure

### Other loads

- \_\_\_\_\_ Concentrated loads (1607.4)
- \_\_\_\_\_ Partition loads (1607.5)
- \_\_\_\_\_ Misc. loads (Table 1607.8, 1607.6.1, 1607.7, 1607.12, 1607.13, 1610, 1611, 2404)



# Commercial Interior & Change of Use Permit Application Checklist

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.

- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules *NA*
- Complete electrical and plumbing layout. *Per electrician*
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review *NA*
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IEEC 2003 *NA*
- Proof of ownership is required if it is inconsistent with the assessors records.
- Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- Per State Fire Marshall, all new bathrooms must be ADA compliant. *Existing bathrooms*

Separate permits are required for internal and external plumbing, HVAC & electrical installations.

*Electrician will pull separate permit.*

For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage.
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

*Same floor plan. Building covers 100% of lot*

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

*NA*

Assessor's Office | 339 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8488

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**Current Owner Information:**

**Services**

Applications

Doing Business

Maps

Tax Relief

Tax Roll

Q & A

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[browse facts and links a-z](#)



Best viewed at 800x600, with Internet Explorer

**CBL** 032 D003001  
**Land Use Type** OFFICE & BUSINESS SERVICE  
**Property Location** 93 EXCHANGE ST  
**Owner Information** TOP OF EXCHANGE LLC  
 42 MARKET ST  
 PORTLAND ME 04101  
**Book and Page** 24099/001  
**Legal Description** 32-D-3  
 EXCHANGE ST 89-93  
 MARKET ST 94-96  
 3378 SF  
**Acres** 0.078

**Current Assessed Valuation:**

<b>TAX ACCT NO.</b>	4670	<b>OWNER OF RECORD AS OF APRIL 2010</b>
		TOP OF EXCHANGE LLC
<b>LAND VALUE</b>	\$197,000.00	
<b>BUILDING VALUE</b>	\$1,233,600.00	42 MARKET ST
<b>NET TAXABLE - REAL ESTATE</b>	\$1,430,600.00	PORTLAND ME 04101
<b>TAX AMOUNT</b>	\$29,636.36	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

**Building Information:**

Card 1 of 1

**Year Built** 1900  
**Style/Structure Type** DOWNTOWN ROW  
**# Units** 1  
**Building Num/Name** 1 - LAW OFFICES  
**Square Feet** 16785

[View Sketch](#)      [View Map](#)      [View Picture](#)



**Exterior/Interior Information:**

Card 1

**Levels** B1/B1  
**Size** 3357  
**Use** OFFICE BUILDING  
**Height** 8  
**Heating** HOT AIR  
**A/C** CENTRAL

Card 1

**Levels** 01/01  
**Size** 3357  
**Use** OFFICE BUILDING  
**Height** 12  
**Walls** BRICK/STONE  
**Heating** HOT AIR  
**A/C** CENTRAL

Card 1

**Levels** 02/04  
**Size** 3357  
**Use** OFFICE BUILDING  
**Height** 9  
**Walls** BRICK/STONE  
**Heating** HOT AIR  
**A/C** CENTRAL

**Other Features:**

Card 1

**Structure** ELEVATOR - ELEC. PASSENGER  
**Size** 1500X125

**Fire Department requirements.**

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant **and** the project architect.
- Proposed use of structure (NFPA and IBC classification)
- Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- Separate plans shall be submitted for *NA*
  - a) Suppression system
  - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include: *SEE Floorplan attached*
  - 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. *NA*

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.**

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.

**Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost**

**This is not a Permit; you may not commence any work until the Permit is issued.**

Fire Department requirements:

95 Exchange Street basement

Name: Top of Exchange, LLC

42 Market Street

Portland, ME 04101

774-1000

No architect; replacement of carpet and electrical upgrade

2. Commercial office
3. 1,995 SF – entire floor
4. None. Two exits exist. There are pull stations and smoke detectors.
5. No suppression systems
6. Life Safety Plan – items marked on floorplan
7. Elevator is not in use for this floor. Old building.



## Accessibility Building Code Certificate

Designer: N.A.

Address of Project: 95 Exchange St, garden level

Nature of Project: New carpet, walls, improvement of electrical  
New lights  
paint

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: \_\_\_\_\_

Title: \_\_\_\_\_

**(SEAL)**

Firm: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

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 -N/A

Date: 7/28/11

From: Top of Exchange, LLC

These plans and / or specifications covering construction work on:

95 Exchange St, garden (basement) level  
Upgrade in lighting, new carpet, paint

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: \_\_\_\_\_

Title: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**(SEAL)**

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**PRIVATE OFFICE**

Plan at right shows the area included in the space. The space is currently configured with 7± offices, reception, waiting or small conference room, large conference room, men's and women's restrooms, and storage.

The lobby elevator can be accessed through a small room that steps down from the reception area.

In addition to the main entrance off Exchange Street, the space can be accessed via a secondary door off Market Street. Tranzon Properties, the adjacent tenant at 93 Exchange, shares the Market Street entrance with 95 Exchange.

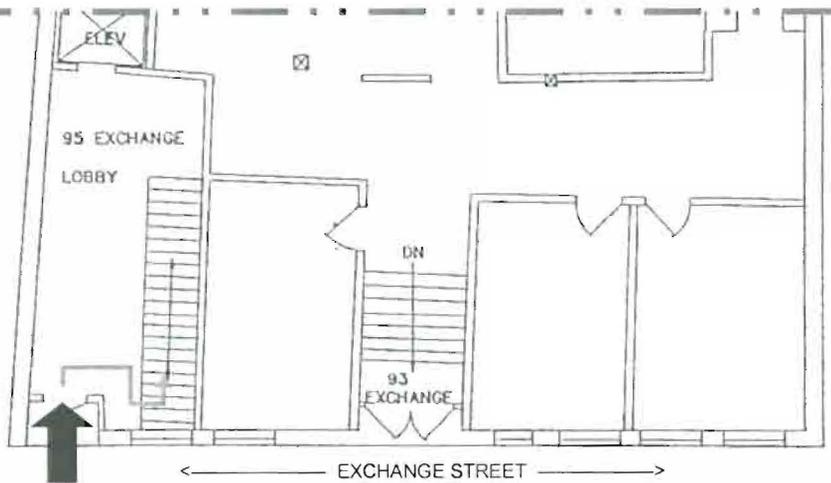


Photo at left is 95 Exchange Street's entrance and lobby. Plan inset above shows the street level entrance and red arrow leads to stairway down to the space.



Member of  
International Council  
of Shopping Centers



Individual  
Members

# 95 EXCHANGE STREET

## PROPERTY SUMMARY

1-153/200

<b>ADDRESS:</b>	95 Exchange Street Portland, Maine 04101	<b>LIGHTING:</b>	Fluorescent
<b>SPACE:</b>	1,995± SF - Suite 100	<b>FLOORING:</b>	Carpet
<b>LANDLORD:</b>	Top of Exchange LLC	<b>ELECTRICITY:</b>	Tenant is responsible
<b>ZONE:</b>	<ul style="list-style-type: none"><li>B-3 Downtown Business</li><li>Pedestrian Activities District (PAD)</li></ul>	<b>HVAC:</b>	Forced hot air/Central A/C
<b>USE:</b>	Office	<b>RESTROOMS:</b>	2
<b>BUILDING SIZE:</b>	14,249± SF	<b>UTILITIES:</b>	Public water and sewer
<b>BUILT:</b>	1876	<b>PARKING:</b>	Spaces available for lease from the landlord at its 130 Middle St lot
<b>EXTERIOR:</b>	Brick/stone	<b>LEASE RATE:</b>	\$11.75 PSF Modified Gross (MG) includes heat & A/C
<b>INTERIOR:</b>	Exposed brick/stone and painted walls throughout Dark wood doors and trim	<b>EXPENSES:</b>	Common Area Maintenance (CAM) expenses based upon leased space's percentage of the building with increases over base year operating expenses and real estate taxes
<b>CEILING:</b>	Suspended acoustical tile	<b>BROKER:</b>	Peter Harrington (207) 772-2422 peter@malonecb.com



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**CITY OF PORTLAND, MAINE**  
Department of Building Inspections

**Original Receipt**

7-23 20 11

Received from \_\_\_\_\_

Location of Work \_\_\_\_\_

Cost of Construction \$ \_\_\_\_\_ Building Fee: \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_ Site Fee: \_\_\_\_\_

Certificate of Occupancy Fee: \_\_\_\_\_

Total: 460

Building (IL) \_\_\_\_\_ Plumbing (I5) \_\_\_\_\_ Electrical (I2) \_\_\_\_\_ Site Plan (U2) \_\_\_\_\_

Other \_\_\_\_\_

CBL: 32-D-3

Check #: 1032

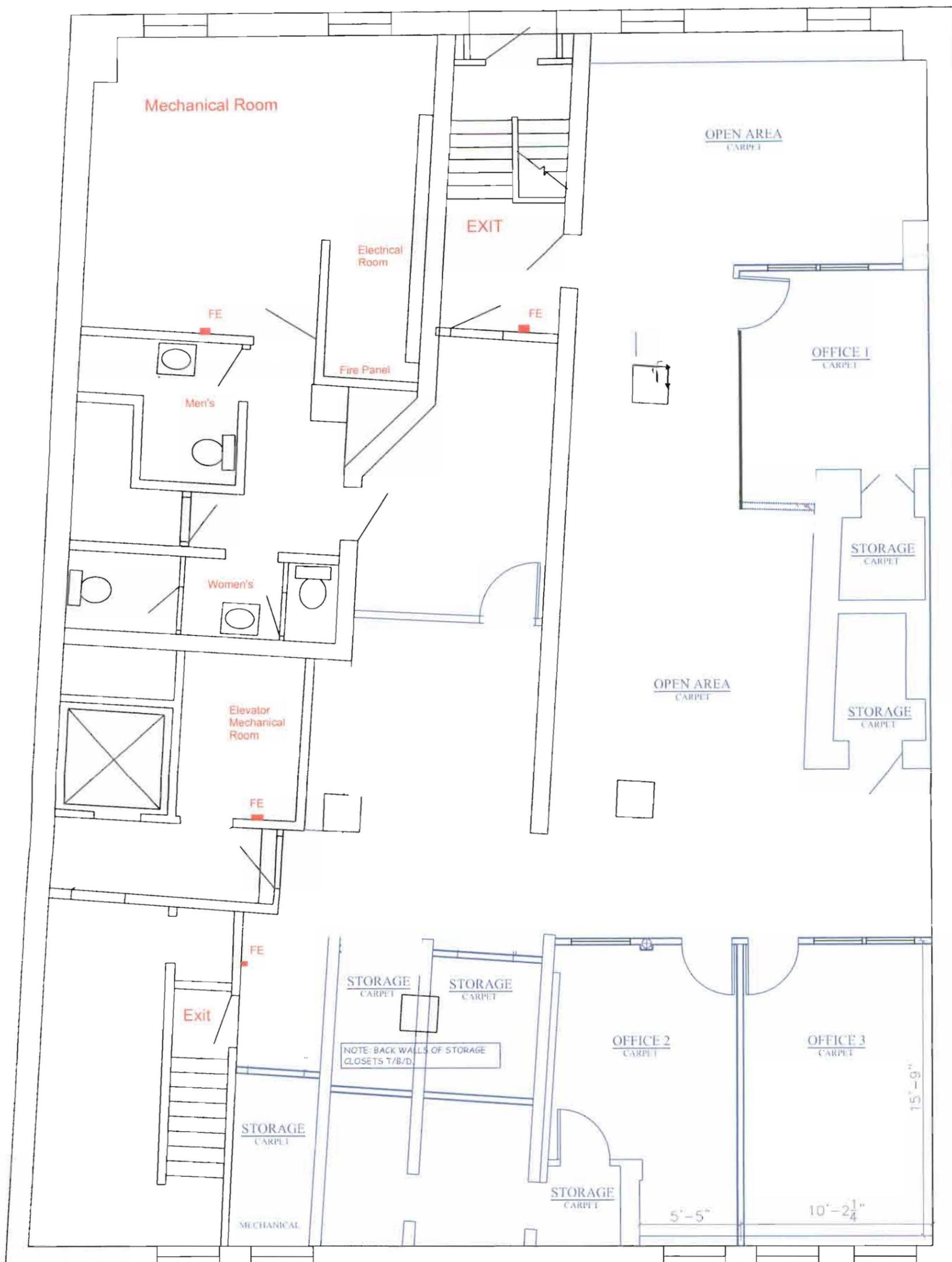
Total Collected \$ 460

**No work is to be started until permit issued.  
Please keep original receipt for your records.**

Taken by: [Signature]

- WHITE - Applicant's Copy
- YELLOW - Office Copy
- PINK - Permit Copy

Market Street



**Floor Plan**

SCALE: 3/16"=1'-0"

Exchange Street

A-0.1

**Basement**

Scale: As noted  
Date: June 3, 2011  
Dwg: Audrey Rolio

**Office Renovation**

95 Exchange Street  
Portland, Maine 04102

Top of Exchange, LLC.  
42 Market St.  
Portland, ME 04102  
207-774-1000

clk to dog in  
WLD