Inspections Division
Date: 01/22/14

From: "Matt Provencal" <matt@muellerarchitects.com>
To: "Marge Schmuckal" <MES@portlandmaine.gov>, <buildinginspections@portland...
CC: "Chris Pirone" <CPP@portlandmaine.gov>, "Jeanie Bourke" <JMB@portlandmai...
Date: 7/25/2013 10:20 AM
Subject: RE: 31 Exchange Street
Attachments: 31 Exchange St. - 2013 Commercial Interior & Change of Use Building Permit Application.pdf

Marge,

Please find attached the revised building permit application as we discussed for 31 Exchange Street.

Thank you,

Matt Provencal, Assoc. AIA

Architectural Designer

Mark Mueller Architects
100 Commercial Street
Suite 205
Portland, Maine 04101
matt@muellerarchitects.com <mailto:matt@muellerarchitects.com>
Tele: 207.774.9057
Direct Line: 207.773.3851

From: Marge Schmuckal [mailto:MES@portlandmaine.gov]
Sent: Thursday, July 25, 2013 10:01 AM
To: Matt Provencal
Cc: Chris Pirone; Jeanie Bourke; andrewprudential@aol.com
Subject: Re: 31 Exchange Street

Hi Matt,

As we talked about on the phone, I only found one dwelling unit approved on the third floor. I am attaching a copy of that permit. I can find no other references in the microfiche. In the past, this building had a lot of problems with being open to vermin and weather. the upstairs wasn't used very much until the nineties.

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So to move forward, apply for a change of use for the additional dwelling unit on this side of the building. I understand that the Market Street side unit on the third floor is being handled under that buildings review. The change of use will require a certificate of occupancy fee. Since the application is still in the system and not approved yet, the information can be entered into the current permit and can change the permit request. When this is done, I can sign off on zoning.

I hope this makes sense.

Marge

>>> "Matt Provencal" <matt@muellerarchitects.com> 7/23/2013 1:19 PM >>>

Marge,

I'm checking in on the status of the building permit for 31 Exchange Street submitted on June 14, 2013. I spoke to Gail at the front desk and she said the permit was in zoning and that you had a note that said you needed more information. She couldn't tell me what information you needed and that I should contact you. I also asked Gail where it was with Fire and Codes, she let me know what they can't review it until zoning completes their review.

Could you please let me know what additional information you need? We're not aware of any zoning issues with this building but can get any information you need to help expedite this process.

We've submitted this plan for work due to life safety issues that the fire department has cited the building for which we need to complete ASAP. We've been working diligently with both fire and codes to get the life safety remediation work complete in a timely manner.

Again, if there is any information we can provide please let us know.

Thank you,

Matt Provencal, Assoc. AIA

Architectural Designer

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