

**BUILDING PERMIT INSPECTION PROCEDURES**

**Please call 874-8703 or 874-8693 to schedule your inspections as agreed upon**

**Permits expire in 6 months, if the project is not started or ceases for 6 months.**

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

       **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

W/A **Footing/Building Location Inspection:** Prior to pouring concrete

W/A **Re-Bar Schedule Inspection:** Prior to pouring concrete

W/A **Foundation Inspection:** Prior to placing ANY backfill

☒ **Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling

☒ **Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

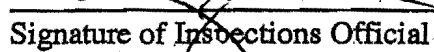
**If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

**CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

X   
Signature of applicant/designee

Date

12/14/03

  
Signature of Inspections Official

Date

CBL: 0321003 Building Permit #: 031393

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK **CITY OF PORTLAND**

Please Read  
Application And  
Notes, If Any,  
Attached

## SECTION **PERMIT**

Permit Number: 031393

This is to certify that Eleven Exchange LLC/Allian Construction Inc.  
has permission to Change of Use, from retail to restaurant; interior reno.  
AT 363 Fore St

Call 032 F005001

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

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission is procured before this building or part thereof is leased or occupied. **FOUR HOUR NOTICE IS REQUIRED.**

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

### OTHER REQUIRED APPROVALS

Fire Dept. CEH/mjg  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name \_\_\_\_\_

*[Signature]*  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

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

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

Permit No: 03-1393	Issue Date:	CBL: 032 F005001
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Location of Construction: 363 Fore St	Owner Name: Eleven Exchange LLC	Owner Address:	Phone: 207-772-1333
Business Name: n/a	Contractor Name: Alliance Construction, Inc.	Contractor Address: 160 Pleasant Hill Road Scarborough	Phone: 2078850855
Lessee/Buyer's Name n/a	Phone: n/a	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Vacant / Retail	Proposed Use: Change Of Use; From Retail to Restaurant, Interior fit-out.	Permit Fee: \$921.00	Cost of Work: \$100,000.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: A-3 Type: 3B 12/15/03	

Proposed Project Description: Change of Use, from retail to restaurant; interior fit-up.	Signature: <i>WMM</i>	Signature: <i>Jeffery A</i>
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: _____ Date: _____		

Permit Taken By: gg	Date Applied For: 11/07/2003	<b>Zoning Approval</b>
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<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 information may invalidate a building permit and stop all work..</li></ol>	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <i>sign permit on 03-1394</i> <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <i>NA</i> Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Date: <i>11/24/03</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: <i>11/24/03</i>	<b>Historic Preservation</b> <input type="checkbox"/> Not in District 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 Septic Review</i> Date: <i>11/24/03</i>
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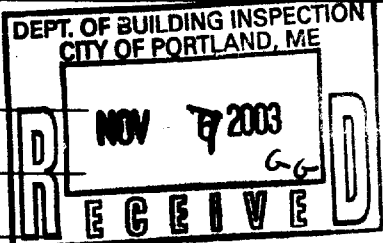
**CERTIFICATION**

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 provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE			
DATE		PHONE	

# All Purpose 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: 363 Fore Street		
Total Square Footage of Proposed Structure 2,225 sf		Square Footage of Lot 4,210 sf
Tax Assessor's Chart, Block & Lot Chart# 32      Block# F      Lot# 5	Owner: Eleven Exchange LLC	Telephone: (207) 772-1333
Lessee/Buyer's Name (If Applicable) Old Port Realty, LLC c/o Danny Bouzianis	Applicant name, address & telephone: Old Port Realty, LLC 476 Alfred Road Biddeford ME 04005 (207) 229-8600	Cost Of Work: \$100,000  Fee: \$921
Current use: <u>Vacant</u>		
If the location is currently vacant, what was prior use: <u>Retail</u>		
Approximately how long has it been vacant: <u>20 Days</u>		
Proposed use: <u>Restaurant</u>		
Project description: Interior renovation for fit-out per plans. Exterior installation of new awnings/signage per plans		
Contractor's name, address & telephone: Alliance Construction, Inc.		
Who should we contact when the permit is ready: <u>Ron Burt</u>		
Mailing address: Alliance Construction, Inc. 160 Pleasant Hill Road Scarborough ME 04074		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: (207) 885-0855		

*Change of use  
owes  
\$75.00*

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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 of applicant: 	Date: 21 Oct 03
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This is NOT a permit, you may not commence ANY work until the permit is issued.  
If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4<sup>th</sup> floor of City Hall



**CITY OF PORTLAND  
ACCESSIBILITY CERTIFICATE**

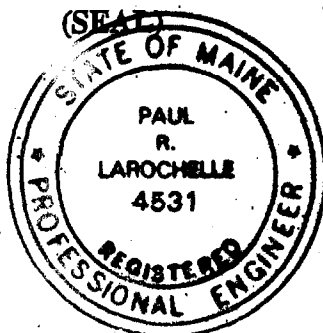
Designer: ALLIANCE CONSTRUCTION, INC

Address of Project 363 FORE ST (1st FLOOR)

Nature of Project CONVERT EXISTING RETAIL SPACE  
INTO RESTAURANT SPACE - DUNKIN DONUTS / BASKIN ROBBINS

Date OCTOBER 27, 2003

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.



Signature Paul LaRoche

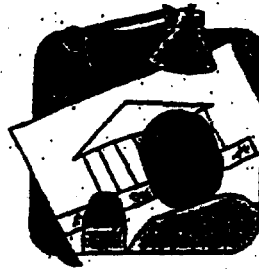
Title PROJECT ENGINEER

Firm ALLIANCE CONSTRUCTION, INC

Address 100 PLEASANT HILL ROAD

SCARBOROUGH, ME 04074

Telephone 885-0855



## CITY OF PORTLAND MAINE

389 Congress St., Rm 315

Portland, ME 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: ALLIANCE CONSTRUCTION, INC  
160 PLEASANT HILL ROAD  
SCARBOROUGH, ME 04074

DATE: OCTOBER 27, 2003

Job Name: BASKIN ROBBINS/ DUNKIN DONUTS - INTERIOR FIT UP

Address of Construction: 363 FORD STREET

### THE BOCA NATIONAL BUILDING CODE/1999 Fourteenth EDITION

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

Building Code and Year BOCA 1999 Use Group Classification(s) A-3  
Type of Construction 3B Bldg. Height EXISTING Bldg. Sq. Footage EXISTING (1725)  
Seismic Zone 2(?) Group Class I  
Roof Snow Load Per Sq. Ft. (EXISTING) 60 lbs/ft² = 42 Dead Load Per Sq. Ft. (EXISTING) -  
Basic Wind Speed (mph) 90 (EXISTING) Effective Velocity Pressure Per Sq. Ft. 20.7 lbs (EXISTING)  
Floor Live Load Per Sq. Ft. 100 lbs/ft² (RESTAURANT)

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 Portland Fire Department.

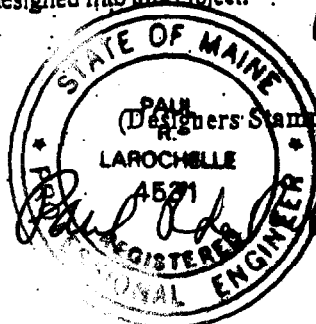
Is structure being considered unlimited area building: Yes No ☒

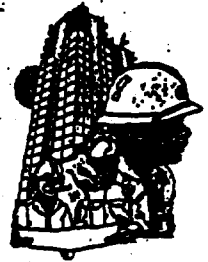
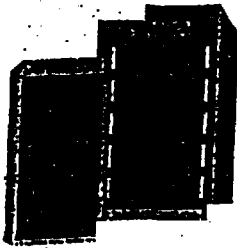
If mixed use, what subsection of 313 is being considered N/A

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

SERVICE AREA - 12 occ  
DINING AREA - 37 occ  
49 occ.

PSH 6/07/2K





CITY OF PORTLAND  
BUILDING CODE CERTIFICATE  
389 Congress St., Rm 315  
Portland, ME 04101

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

FROM: ALLIANCE CONSTRUCTION, INC

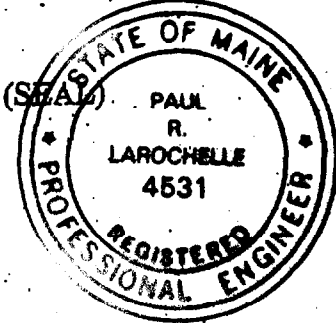
RE: Certificate of Design

DATE: OCTOBER 27, 2003

These plans and/or specifications covering construction work on:

BASKIN ROBBINS / DUNKIN DONUTS INTERIOR FITUP  
AT 363 FORD STREET

Have been designed and drawn up by the undersigned, a Maine registered architect/engineer according to the BOCA National Building Code/1999 Fourteenth Edition, and local amendments.



Signature Paul R. LaRoche

Title PROJECT ENGINEER

Firm ALLIANCE CONSTRUCTION, INC

Address 160 PLEASANT HILL ROAD  
SCARBOROUGH, ME 04074

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.



Headquarters: 160 Pleasant Hill Road • Scarborough, ME 04074 • Tel (207) 885-0855 • Fax (207) 885-0846  
220 Forbes Road, Suite 108 • Braintree, MA 02184 • Tel (781) 849-8380 • Fax (781) 849-8381  
www.allianceconst.com

# Fax Transmittal

To: MIKE NUGENT

Company: CITY OF PORTLAND

Fax #: 874-8716

Pages (Including

Cover Page): 3

From: PAUL LAROCHELLE

Date: Dec 9, 2003

Re: 363 FORE ST.

CC: RON BURT  
GARY GUERETTE

☐ Urgent

☒ For Review

☐ Please Comment

☐ Please Reply

● Comments:

"Construction you can plan on"





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220 Forbes Road, Suite 108 • Braintree, MA 02184 • Tel (781) 849-9380 • Fax (781) 849-9381  
[www.allianceconst.com](http://www.allianceconst.com)

December 9, 2003

Mike Nugent  
Portland City Hall  
389 Congress Street, Room 315  
Portland, ME 04101

Dear Mike Nugent,

**Subject: Reply to fax - 363 Fore St. - Building Code questions**

Baskin Robbins/Dunkin Donuts is planning to renovate the existing space left by a former clothing merchant. The facility will be serving ice cream, ice cream cakes, coffee, donuts, bagels, muffins, and bagel sandwiches. All the products are prepared daily off-site and delivered by van each morning. Customized food preparation on-site is mostly coffee brewing, finish-baking bagels in a convection oven, microwaving and toasting pre-made bakery products, and combining ice cream condiments and treats. All items used to prepare food are cleaned on a regular schedule in the back room away from the food preparation area. There is no frying done on site.

All the floors are covered with either quarry tile or an epoxy cement finish. Wall substrates are either gypsum board or fiberglass reinforced panels. Ceilings are either ACT or gypsum board.

We have reviewed your questions of December 2<sup>nd</sup> and our responses are as follows:

1. After closer inspection of the building, the "Type" of construction would fit better into the "Type 3B" category instead of "Type 5B". Non-combustible exterior load bearing walls and interior structural elements are of approved materials.
2. The required proposed floor loading capacity (restaurant) does not exceed previously approved (retail use) loading (100psf live load). Retail and restaurants have the same live loading requirements. Modifications to the existing floor structure, where shown, is for increased accessibility and will be designed to exceed the code requirements in order to minimize deflection due to the quarry tile finish.
3. The existing floor is built with full dimensional lumber joists 3 x 12's at 12' o.c. spanning 12 feet. The ceiling/floor above is built with the same joist size spaced at 16" o.c. The floor loading capacity is calculated to be more than adequate for anticipated loads.

The second floor "office/storage" area is for bulk storage of paper cups, napkins and plastic utensils therefore, light storage (125 lbs/s.f.) applies. The "storage area" 2<sup>nd</sup> floor structure is hidden from view. We assumed that the floor structure supporting the "office/storage" area is similar to the floor structure above the "food service" area. Second floor loading capacity appears adequate for anticipated loading. . This assumption is supported by the previous use of the "storage area" for storage of office files.

4. A fire separation assembly between our A-3 use and the B use above is exempt under Section 3401.0 General, Sub-Section 3401.1 Scope: "The provisions of this chapter shall control the alteration, repair, addition, and change of occupancy of existing structures. Alterations, repairs, additions, and changes of occupancy to existing structures shall comply with Sections

**"Construction you can plan on"**

● Page 2

December 9, 2003

3403.0 through 3407.0 or with the requirements for compliance alternative in accordance with Section 3408.0.

That Section directs us to Section 3404.0 Alterations, Sub-Section 3404.2 ... "Portions of the structure not altered and not affected by the alteration are not required to comply with the code requirements for a new structure." We are not planning on modifying the structure above the proposed suspended ceiling.

Historically there has been Mercantile Use below the Business Use in this location and no modifications to the ceiling assembly have been made. For informational purposes the existing floor/ceiling rating using the 2003 UL Fire Resistance Directory is classified as a "L208" assembly with a rated time of 1-1/2 Hr.

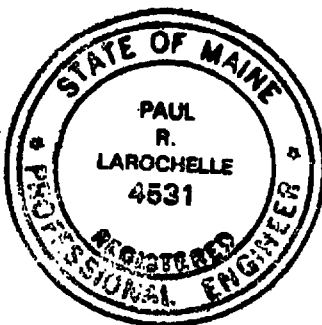
5. There are no anticipated concentrated loads that exceed the structural capacity of the existing structure. The heaviest equipment is anticipated to weigh 58.3 pounds per square foot.

Please fax or call me with any further questions and we will respond as quickly as possible.

Sincerely,



Paul R. LaRochelle, P.E.  
Project Engineer



prl

**From:** Brandi Maxwell  
**To:** Marge Schmuckal  
**Date:** Mon, Nov 24, 2003 11:08 AM  
**Subject:** Re: Dunkin Donuts/ Baskin Robbins

Per conversation with the owners, coffee will only make-up 15% of their sales.

>>> Marge Schmuckal 11/24 10:14 AM >>>

Brandi,

Have you gotten any more information from these folks has to their coffee revenues vs the other food revenues so that we can determine whether this is a "coffee house"?

Thanks,

Marge

Not A  
"Coffee House"  
less than 50%  
sales

**From:** Marge Schmuckal  
**To:** Brandi Maxwell  
**Date:** Thu, Nov 20, 2003 11:44 AM  
**Subject:** Fwd: Re: Old Port Overlay Zone

Brandi,

The ordinance does not give me a specific definition of "coffee house" to rely upon. Therefore I am inclined to adapt a definition from that of a "bar" use. A "bar" is defined as any establishment that derives more than fifty (50) percent of its income during a license year from the sale of liquor. My adaptive definition of a "coffee house" is any establishment that derives more than fifty (50) percent of its income during a license year from the sale of (you got it) coffee.

Can the folks at this location give us an informational breakdown on their projected sales of products? I do know that Baskin-Robbins is also a part of this establishment. So perhaps this would not be considered a "coffee house".

IF this were considered a "coffee house", is it within 100 feet of another licensed coffee house? Is that the bottom line here?

Marge

>>> Brandi Maxwell 11/20 9:04 AM >>>

Hi Marge,

Dunkin Dounts has asked that I call them back to confirm whether they are required to obtain an overlay permit. What is your interpretation of the definition of a coffee house? -Brandi

**CC:** Gary Wood