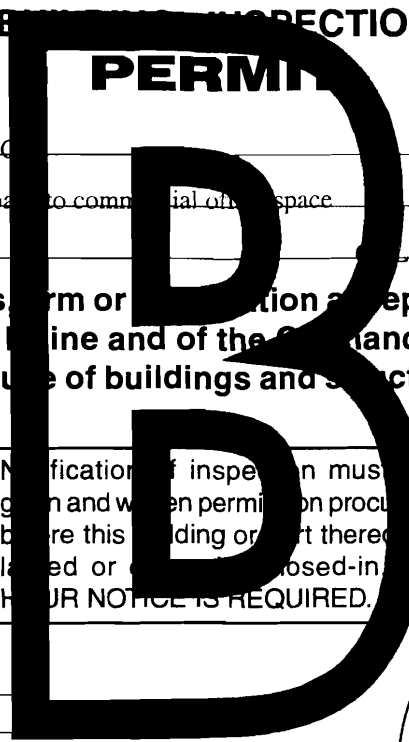


DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

CITY OF PORTLAND

BUILDING INSPECTION

PERMIT



Please Read Application And Notes, If Any, Attached

PERMIT ISSUED
Permit Number: 070556
JUL 12 2007
CITY OF PORTLAND

This is to certify that ELEVEN EXCHANGE LLC
has permission to Establish use of 4th floor space to commercial office space
AT 375 FORE ST 032 F008001

provided that the person or persons who accept this permit shall comply with all of the provisions of the Statutes of the State 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 altered or closed-in. 24 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.
Health Dept.
Appeal Board
Other Department Name

Jeanne Bouke 7/12/07
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: 07-0556	Issue Date:	CBL: 032 F008001
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Location of Construction: 375 FORE ST	Owner Name: ELEVEN EXCHANGE LLC	Owner Address: PO BOX 4894	Phone:
Business Name: Axon Design Management, LLC	Contractor Name:	Contractor Address:	Phone
Lessee/Buyer's Name	Phone: 207-780-1700	Permit Type: Change of Use - Commercial	Zone: B3

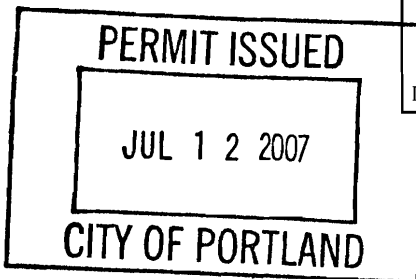
Past Use: Vacant 4th floor office	Proposed Use: Commercial 4th floor office - Establish use of 4th floor space to commercial office space <i>Needs CO</i>	Permit Fee: \$105.00	Cost of Work: \$105.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>B</i> Type:	

Proposed Project Description: Establish use of 4th floor space to commercial office space <i>Needs CO</i>	Signature: <i>Greg Cass</i>	Signature: <i>JMB 7/12/07</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: Idobson	Date Applied For: 05/17/2007	Zoning Approval
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<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"/>	<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	<input checked="" 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
Date: <i>5/18/07</i>	Date: _____	Date: _____



Any exterior work requires as separate and approval thru Historic Preservation

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

City of Portland, Maine - Building or Use Permit

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

Permit No: 07-0556	Date Applied For: 05/17/2007	CBL: 032 F008001
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Location of Construction: 375 FORE ST	Owner Name: ELEVEN EXCHANGE LLC	Owner Address: PO BOX 4894	Phone:
Business Name: Axon Design Management, LLC	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone: 207-780-1700	Permit Type: Change of Use - Commercial	

Proposed Use: Commercial 4th floor office - Establish use of 4th floor space to commercial office space	Proposed Project Description: Establish use of 4th floor space to commercial office space
---	---

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Ann Machado **Approval Date:** 05/18/2007

Note: Space had been vacant. Had to establish a use. **Ok to Issue:**

- 1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Jeanine Bourke **Approval Date:** 07/12/2007

Note: **Ok to Issue:**

- 1) Already occupying the space, all code issues must be resolved prior to issuing a CO
2) This permit is to establish the USE of the space. It does NOT authorize any construction activities.

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Capt Greg Cass **Approval Date:** 05/24/2007


Note: **Ok to Issue:**

- 1) Plans supplied show two means of egress.
Unable to determine from plans submitted if these are approved means of egress.
Call 756-8096 with questions regarding means of egress requirements.

Comments:

7/11/2007-jmb: Called Axon design, left a msg for CJ to call. They are occupying the space already. Needed to know what work was associated with occupancy of the space and other permits. They need an inspection for CO and egress compliance.

7/12/2007-jmb: CJ, the company owner called and thought they were ok to move in due to fire review. No construction involved, only exit signs and service. Need to inspect for CO, ok to issue

		e-mail inspector(s)		View Permit		Delete		Save		Close	
Date	07/16/2007	Time		Inspector	Chris Hanson	Total Outstanding	\$0.00	E	l	r	R
Appl. Type	Building Permit							F	l	r	e
Type	Certificate of Occupancy/Final										
Appl ID	70556										
Parcel Id:	032 F008001	Address:	375 FORE ST	District Nbr:	1						

this space is already occupied, no construction on permit, but need to give CO to establish the vacant space. Call Kitty @ 786 go - business is operating. Owner of business is CJ @ 329-7025

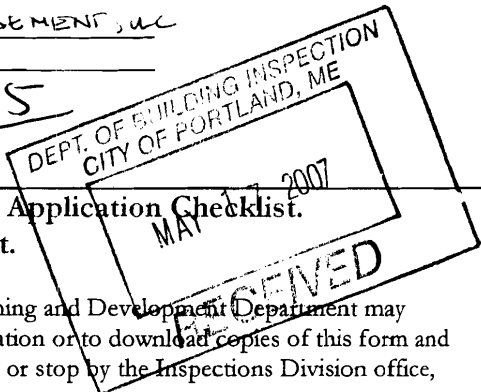
CreatedBy	jimb	CreateDate	07/12/2007	ModBy	jimb	ModDate	07/12/2007
		CreateTime	10:28 am			ModTime	10:38 am



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: 377 FORE ST. PORTLAND, ME 04101 <u>4th Floor</u>		
Total Square Footage of Proposed Structure	Square Footage of Lot <u>4TH FLOOR</u> 2,700 SQ FT	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>32</u> <u>F</u> <u>8</u>	Owner: <u>11 EXCHANGE ST, LLC</u>	Telephone:
Lessee/Buyer's Name (If Applicable) <u>AXON DESIGN MANAGEMENT, LLC</u>	Applicant name, address & telephone: <u>AXON DESIGN MANAGEMENT, LLC</u> <u>377 FORE ST, 4TH FLOOR</u> <u>PORTLAND, ME 04101</u>	Cost Of Work: \$ <u>0</u> Fee: \$ <u>30</u> C of O Fee: \$ <u>75</u>
Current legal use (i.e. single family) <u>OFFICE</u> If vacant, what was the previous use? <u>OFFICE</u> Proposed Specific use: <u>OFFICE</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>Establish use of space as office. Design mark -</u>		
Contractor's name, address & telephone: Who should we contact when the permit is ready: <u>AXON DESIGN MANAGEMENT, LLC</u> Mailing address: <u>1 PLEASANT ST.</u> Phone: <u>201 780 1100</u> <u>STE 36</u> <u>PORTLAND, ME 04101</u> <u>CJ-329-7025</u>		



Please submit all of the information outlined in the Commercial Application 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, 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 of applicant: <u>Chris J. Gould</u>	Date: <u>5-20-07</u>
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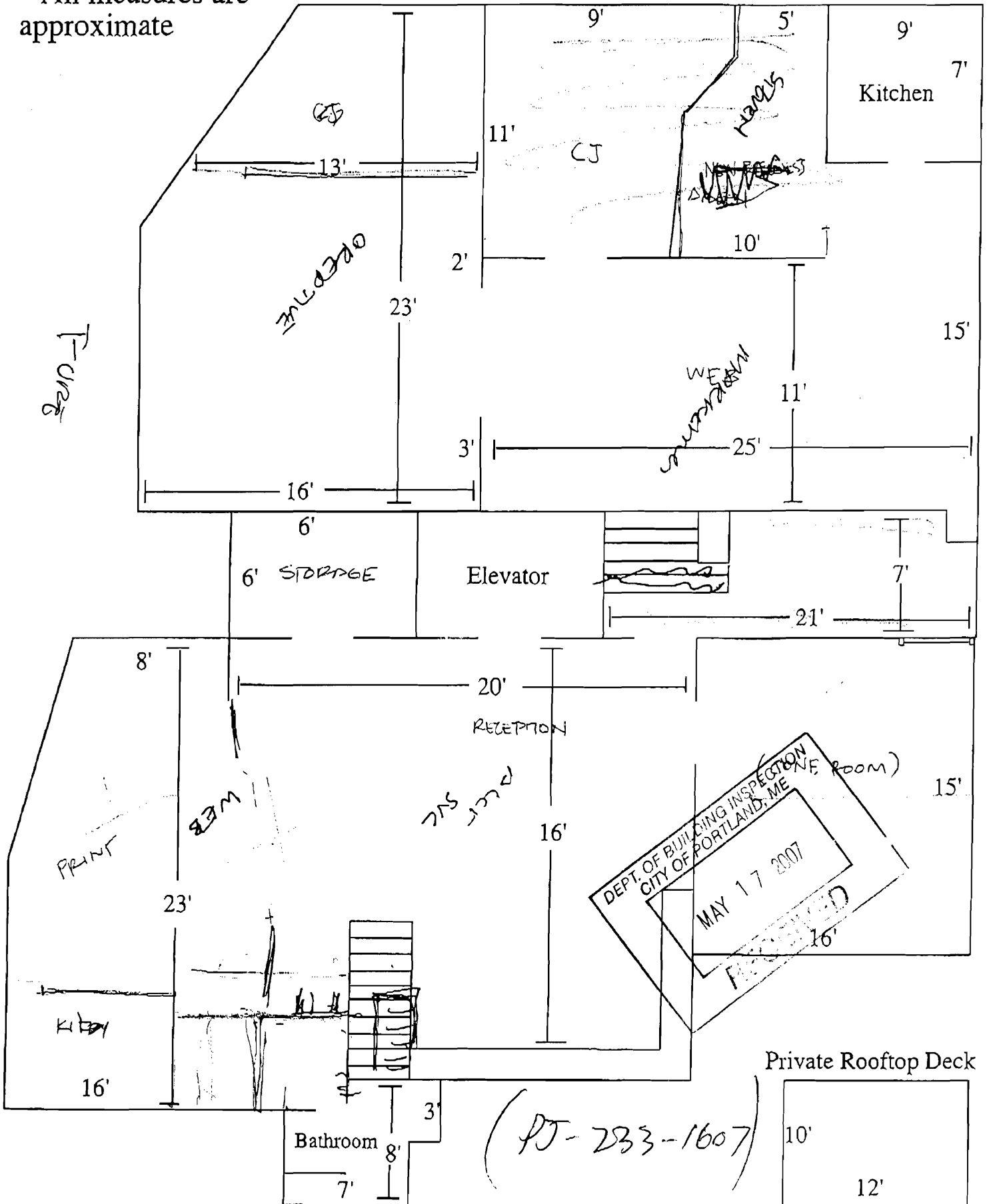
This is not a permit; you may not commence ANY work until the permit is issued.

377 Fore Street, Portland

EXCHANGE

\$2925/month

* All measures are approximate



Life Safety Evacuation Plan

Means of Reporting Fire & Other Emergencies

- Call 911
- Call local phone numbers for dispatch:
Fire: 874-8400
Police: 874-8601
Ambulance: 772-6000, 773-8004, 828-1900

Evacuation Procedure

Total evacuation of employees from the workplace immediately when alarm sounds.

Evacuation supervisor for AREA 1:

James Craddock, Web Director, 207-838-8678

Evacuation supervisor for AREA 2:

Kitty Wilbur, Creative Director, 207-317-1299

Evacuation Plan contact for further explanation:

CJ Conrad, President, 207-329-7025, cjconrad@axondm.com

Evacuation Route:

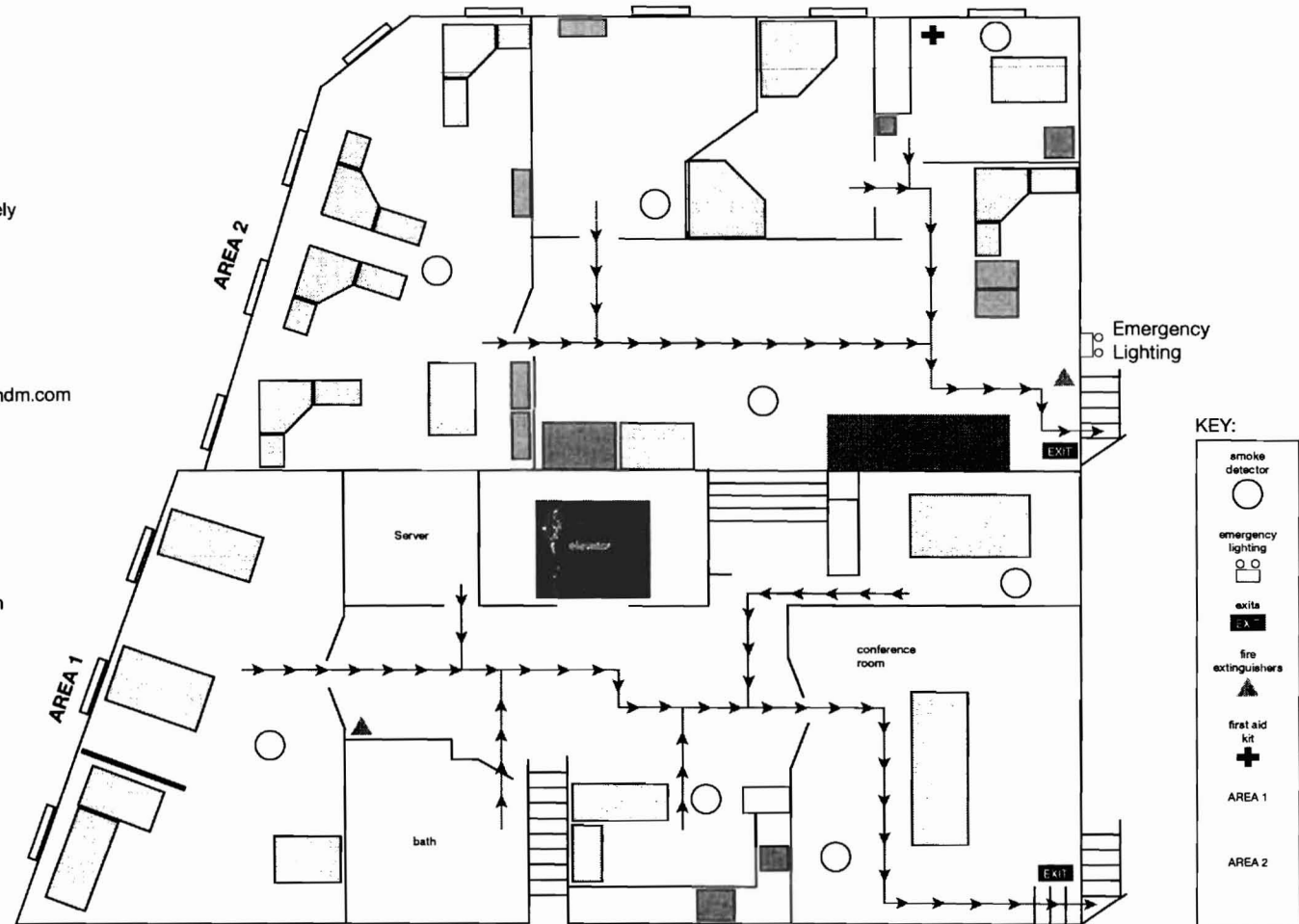
- Do not use elevator
- Proceed to EXIT
- Meet upon EXIT across the street at Gritty's Restaurant, 396 Fore Street, Portland
- Check In with your Supervisor to be accounted for Assisting Visitor's & Clients:
 All employees aware of clients & visitor's should guide them to the evacuation routes.

Procedures for sounding emergency alarms in the workplace.

For those employers with 10 or fewer employees in a particular workplace, direct voice communication is an acceptable procedure for sounding the alarm provided all employees can hear the alarm. Such workplaces do not need a back-up system.

Evacuation Plan contact for further explanation:

CJ Conrad, 207-329-7025, cjconrad@axondm.com



City of Portland, Maine
Inspections Division
Complaints Detail Report

Support Staff Chris Hanson

Category/Complaint: Building / Rear Hallway egress--- Emergency lights not working, Obstructions in hall, Lack of handrails, Leaking water near air conditioner pail found w/ water overflowing, Plaster falling of walls and ceiling, Broken treads, electrical covers not installed, storage under stairs not allowed, Exit door needs to have closure installed

Date And Time: 09/13/2007 11:02 A **Status:** Open **Complaint No:** 10050

Parcel ID 032 F008001 **Prop Addr:** 375 FORE ST REAR HALL EGRESS

Complainant:

Best Time To Reach:

Addr:

Mood:

Response to Complainant:

Total Nbr Of Complaints Reported: 1

P.J., This is the list of Items that need to be Addressed. Please contact me @ 874-8696 for more information or to schedule an inspection when Items have been addressed.

Sincerely,

Sent 9/13

Ch. Hanson

Strengthening a Remarkable City. Building a Community for Life

PLANNING & DEVELOPMENT DEPARTMENT
Inspection Services Division

Chris Hanson, Code Enforcement Officer, Plan Reviewer
csh@portlandmaine.gov

7/14/07

Rear Hall egress hallway

1. emergency lights not working *
2. Hall must be lit. * (only 1 light working)
3. Clear all obstruction in Hall.
4. Install Handrails
5. Fix Leak @ Air cond.
6. Plaster repairs.
7. Broken Treads.
8. Covers on service in Hall
9. storage under stairs
10. elect panel + wire to 3rd floor Air Cond.
11. Address Leaking Roof + Patch Plaster 4th floor.
12. Closure on 4th + Ground Level. Must be operating.
13. Stairway to Roof Deck needs Handrail

PI Roberts
1591 Broadway
So. Bklyn 104016
Me.



CITY OF PORTLAND

5/16/2008

377 FORE ST.
P.J. ROBERTS
1581 BROADWAY
SOUTH PORTLAND, ME 04106

CBL: 032 F008001 Located at: 0377 FORE ST

Dear Owner/Manager/Occupant,

The Portland Fire Department recently conducted a Safety Check Inspection of your property (the address of which is noted in the attached Violation Report) to ensure compliance with state and local fire and safety regulations. While conducting this check, violations were observed, all of which are listed on the attached copy Violation Report. The report also identifies the applicable state statute or local ordinance section under which each violation falls.

You have until the compliance date of the attached Violation Report to correct these violations. If the corrections cannot be accomplished by this date, you must contact Fire Prevention Officer Benjamin Wallace at 207-756-8096 within one week of your receipt of this notice to discuss the matter and the process to submit a Plan of Action for addressing these safety issues.

Please note that one follow-up inspection will be done to ensure your building is brought into compliance. Should additional inspections be required you will be charged \$75.00 for each reinspection.

If all of the violations cited have not been corrected by the compliance date noted on the Violation Report or the date contained within a Plan of Action Approved by the Portland Fire Department, you will receive a summons and complaint requiring your appearance in the Maine District Court. At that time the City of Portland will seek a Court Order requiring the correction of all violations, as well as fines, attorneys' fees and costs.

Your immediate attention to the violations noted herein will assure the safety and protection of the occupants of your property.

Thank-you for your prompt action.

Yours in Fire and Life Safety,
The Portland Fire Department

CITY OF PORTLAND
Fire Department
380 Congress Street
Portland, Maine 04101

Fire Inspection Violations

Business 377 FORE ST.	Location 0377 FORE ST	Number 233803-0-0	Inspection Type FP Routine Inspection
Owner/Manager ELEVEN EXCHANGE LLC	CBL 032 F008001	Inspector GREGORY E CASS Shift: 005 Unit: C4	

	Code	Type	Location	Inspection Date	Target Compliance	Actual Compliance
1	37.2.2.9	Fire Escape Stairs	Door to fire escape did not open stairs need vines removed	5/16/08	6/17/08	
2	37.3	Protection	primary stair requires 2 hr. fire seperation this exits to Exchange st	5/16/08	6/17/08	
3	37.4.5.2	Means of Egress Requirements	Means of egress obstructed Not to be used for storage	5/16/08	6/17/08	
4	37.2.8	Illumination of Means of Egress	Several lights not working in stairwell	5/16/08	6/17/08	
5	37.2.9	Emergency Lighting	required in exit enclosures	5/16/08	6/17/08	
6	01-5-2.1.8	Blocked open	4th floor all should be checked	5/16/08	6/17/08	
7	37.4.5.5	Extinguishing Requirements	Entire structure requires protection Sprinklers missing in exit stair	5/16/08	6/17/08	



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

*Lee Urban- Director of Planning and Development
Jeanie Bourke- Director of Inspection Services*

June 4, 2008

ELEVEN EXCHANGE LLC
PO BOX 4894
PORTLAND, ME 04112

CBL: 032 F008001
RE: 375 FORE ST

NOTICE OF VIOLATION

Dear Mr. Soley:

Our records indicate that the certificate of occupancy required pursuant to building permit #07-0556 has not been issued. Please be advised that the occupancy of the portion of the premises covered by the permit without the Certificate of Occupancy is a violation of Section 110.1 of the City Building Code (2003 IBC). An inspection of the 4th floor and associated egresses was conducted on May 16, 2008. The following list of violations was also noted by inspector Chris Hanson and sent to your manager PJ Roberts on September 13, 2007. It is apparent that these issues have not been addressed and continue to be in violation of city codes.

This is a notice of violation pursuant to Section 113.2 of the Code. All referenced violations shall be corrected by June 17, 2008 in conjunction with the previously sent Fire Department notice. Failure to comply will result in this office referring the matter to the City of Portland Corporation Counsel for legal action and possible civil penalties, as provided for in Section 6-1 of the Code and in Title 30-A M.R.S.A. ss 4452.

This constitutes an appealable decision pursuant to Section 6-127 of the Code. Please feel free to contact me at 874-8715, if you wish to discuss the matter or have any questions.

Sincerely,

Jeanie Bourke
Inspections Division Director



Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.go

*Lee Urban- Director of Planning and Development
Jeanie Bourke- Director of Inspection Services*

June 4, 2008

ELEVEN EXCHANGE LLC
PO BOX 4894
PORTLAND, ME 04112

CBL: 032 F008001
RE: 375 FORE ST

LIST OF VIOLATIONS

Located in primary egress to Exchange St.

1. Missing handrails
2. Inadequate lighting and lack of emergency lighting
3. Broken unsafe stair treads
4. Egress is blocked with miscellaneous debris
5. Sheetrock coverings damaged, need to be repaired to code for fire ratings
6. The storage area at the top of the stairs is required to be fire rated per code
7. Door closers are not installed or are not operating
8. Inadequate sprinkler coverage
9. No storage is allowed in or under egress stairs
10. Electrical wiring for air conditioners and all fixtures and outlets must be approved compliant by a master electrician. Permits may be required.

Located at exterior fire escape

1. The access door is not operable due to overgrown vegetation and possible repairs needed on the door.

Located within the 4th floor tenant space

1. A guardrail and graspable handrail are required for the stairs leading to the rooftop deck

**City of Portland
Inspection Services
RETURN OF SERVICE**

On the 4th day of June, 2008, I made service of the Joe Soley
Notice of Violation upon 375-377 Fore Street
at 10 Exchange Street (32-F-8)

- By delivering a copy in hand.
- By leaving copies at the individual's dwelling house or usual place of abode with a person of suitable age or discretion who resides therein and whose name is _____
- By delivering a copy to an agent authorized to receive service of process, and whose name is PJ Roberts
- By (describe other manner of service) _____

DATED: 6/4/08

Jeanine Boucke
Signature of Person Making Service
Inspections Director
Title

I have received the above-referenced documents PJ Roberts
Signature of Person Receiving Service

- Refused to Sign
- Unable to Sign