

**From:** Andrea Helm <andreahelm1325@gmail.com>  
**To:** Laurie Leader <LRL@portlandmaine.gov>  
**Date:** 5/16/2014 4:24 PM  
**Subject:** Re: BP#2014-00705 - Plan review for 10 Exchange Street Suite #207

Hi Laurie :)

Here are the more detailed documents per your request. The stage, stairs, counter, and half walls are all already in the suite, I'm just painting everything, but otherwise leaving it as is. I noted with dotted lines the additional furniture I'm anticipating. Please let me know if you have any questions!

Thank you,

Andrea

Sent from my iPhone

> On May 13, 2014, at 11:10 AM, "Laurie Leader" <LRL@portlandmaine.gov> wrote:  
>  
> Hi Andrea-  
>  
> I have just started the plan review for the change of use for suite #207 on 10 Exchange Street.  
>  
> I will need the following information:  
> Provide code analysis for new use of space.  
> Clarify and label Suite #207 on floor plans.  
> Thanks,  
>  
> Laurie  
>  
>  
>  
> Laurie Leader  
> Plan Review/Code Enforcement  
> City of Portland, Maine  
> Inspections Division  
> 389 Congress Street  
> Portland, ME 04101  
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>  
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