



yxsv

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: <u>Two Canal Plaza</u>		
Total Square Footage of Proposed Structure/Area <u>Renovated area = 2,551 s.f. Building area = 35,500 s.f. plus basement</u>		Square Footage of Lot <u>10,257 s.f.</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>32 I 33</u> <u>32 I 7</u>	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>The Bank of Maine</u> Address <u>190 Water Street, PO Box 190</u> City, State & Zip <u>Gardiner, ME 04345</u>	Telephone: <u>1.207.582.5550</u>
Lessee/DBA (If Applicable) <u>The Bank of Maine / Savings Bank of Maine</u>	Owner (if different from Applicant) Name <u>East Brown Cow</u> Address <u>100 Commercial Street</u> City, State & Zip <u>Portland, Maine</u> <u>1.207.775.2252 04101</u>	Cost Of Work: \$ <u>200,000</u> C of O Fee: \$ _____ Total Fee: \$ <u>2,020.00</u>
Current legal use (i.e. single family) <u>Business</u> If vacant, what was the previous use? <u>Business</u> Proposed Specific use: <u>Business</u> Is property part of a subdivision? <u>No</u> If yes, please name _____ Project description: <u>The project consists of interior Renovations to a portion of the first floor & sidewalk, step, planter site improvements.</u>		
Contractor's name: <u>TBD</u>		
Address: _____		
City, State & Zip _____		
Who should we contact when the permit is ready: _____ Telephone: <u>339.203.0600</u>		
Mailing address: <u>190 Water Street, PO Box 190 Gardiner, ME 04345</u>		

SCANNED

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, 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.

The Bank of Maine

Signature: [Signature] Date: 4/7/2011

as its Executive Vice President

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APR - 8 2011
Dept. of Building Inspections
City of Portland Maine

Job Summary Report
Job ID: 2011-04-762-ALTCOMM

Report generated on Apr 8, 2011 2:14:53 PM

Location Id	Structure Description	Permit Status	Permit Description	Issue Date	Reissue Date	Expiration Date
4766	Office Building	Initialized	Int reno to a Portion of first floor & Sidewalk			

Inspection Id	Inspection Type	Inspection Result Status	Inspection Status Date	Scheduled Start Timestamp	Result Status Date	Final Inspection Flag		
Inspection Details								
Fees Details								
Fee Code Description	Charge Amount	Permit Charge Adjustment	Permit Charge Adj Remark	Payment Date	Receipt Number	Payment Amount	Payment Adjustment Amount	Payment Adj Comment
Job Valuation Fees	\$2,020.00							



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
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IECC 2003
- 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.

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

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.

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)

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
 - a) Suppression system *No system*
 - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include:
 - 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. *Existing building - Existing Elevators*

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, 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.



Certificate of Design Application

From Designer:

Cawron Turgeon Architects

Date:

4.7.11

Job Name:

The Bank of Maine - 1st Floor Two Canal Plaza

Address of Construction:

Two Canal Plaza

2003 International Building Code

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

IBC 2009

Existing Business

Building Code & Year NFPA 2009 Use Group Classification (s) Existing Business

Type of Construction TYPE II B - Existing

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) n/a

Supervisory alarm System? YES Geotechnical/Soils report required? (See Section 1802.2) n/a

Existing structure - NO structural work

Structural Design Calculations

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
<u>n/a</u>	
↓	

Wind loads (1603.1.4, 1609)

<u>n/a</u>	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)

<u>n/a</u>	Design option utilized (1614.1)
↓	Seismic use group ("Category")
↓	Spectral response coefficients, S_D & S_{D1} (1615.1)
↓	Site class (1615.1.5)

<u>n/a</u>	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 P_f
↓	If $P_g > 10$ psf, snow exposure factor, C_e
↓	If $P_g > 10$ psf, snow load importance factor, I_s
↓	Roof thermal factor, C_t (1608.4)
↓	Sloped roof snowload, P_R (1608.4)
↓	Seismic design category (1616.3)
↓	Basic seismic force resisting system (1617.6.2)
↓	Response modification coefficient, R_f and deflection amplification factor, C_d (1617.6.2)
↓	Analysis procedure (1616.6, 1617.5)
↓	Design base shear (1617.4, 16175.5.1)

Flood loads (1803.1.6, 1612)

<u>n/a</u>	Flood Hazard area (1612.3)
<u>n/a</u>	Elevation of structure

Other loads

<u>n/a</u>	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)



Certificate of Design

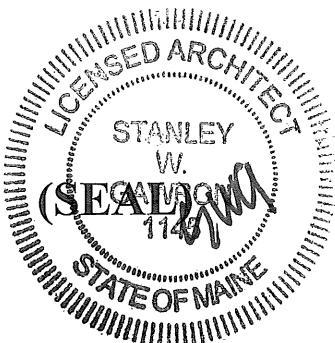
Date: 4.7.11

From: Gawron Turgeon Architects

These plans and / or specifications covering construction work on:

Two Canal Plaza partial 1st Floor

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: [Signature]

Title: President

Firm: Gawron Turgeon Architects

Address: 29 Black Point Road

Scarborough, ME 04074

Phone: 1.207.883.6207

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov



Accessibility Building Code Certificate

Designer: Qawron Turgeon Architects
 Address of Project: Two Canal Plaza - partial first floor
 Nature of Project: Interior Renovation & site improvements

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: Stan Gawron
 Title: President
 Firm: Qawron Turgeon Architects
 Address: 29 Black Point Road
Scarborough, Maine 04074
 Phone: 207. 883. 0307

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov

Transmittal

To: City of Portland
Building Inspections Department
389 Congress Street
Portland, ME 04101

From: Mary E. Turgeon

cc: file

Date: April 8, 2011

Re: The Bank of Maine, Two Canal Plaza, Portland, ME 04101

Gawron Turgeon Architects is sending you:

- | | | | |
|--|--|--|---|
| <input checked="" type="checkbox"/> Prints | <input type="checkbox"/> Copy of Letter | <input type="checkbox"/> Photography | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Layouts | <input checked="" type="checkbox"/> Specifications | <input type="checkbox"/> Samples | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> Estimates | <input checked="" type="checkbox"/> Plans | <input type="checkbox"/> Shop Drawings | <input checked="" type="checkbox"/> Other |

Copies	Date	Description
1	4-8-11	Plans & Specifications
1	4-8-11	Disk w/PDF copies of full set of plans
1	4-8-11	Application Check
1	4-8-11	Complete Application

- | | | |
|--|--|---------------------------------------|
| <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Returned after loaned to us | <input type="checkbox"/> As requested |
| <input type="checkbox"/> Approved & noted | <input type="checkbox"/> Construction approval | <input type="checkbox"/> For approval |
| <input type="checkbox"/> Return _____ corrected prints | <input checked="" type="checkbox"/> For review & comment | <input type="checkbox"/> For bids due |
| <input type="checkbox"/> Submit _____ copies for _____ | <input type="checkbox"/> For your use | |
| <input type="checkbox"/> Resubmit _____ copies for _____ | | |

Remarks:

Mary E. Turgeon



Administrative Authorization Application
 Portland, Maine
 Planning and Urban Development Department, Planning Division

PROJECT NAME: SAVINGS BANK OF MAINE ENTRY IMPROVEMENTS
 PROJECT ADDRESS: TWO CANAL PLAZA, PORTLAND CHART/BLOCK/LOT: MAP 32, BLOCK 1 PARCEL 33
 APPLICATION FEE: ✓ (\$50.00) MAP 32, BLOCK 1 PARCEL 1-7

PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)
PROPOSED ENTRANCE PLANTER, SIDEWALK AND STEPS

CONTACT INFORMATION:

OWNER/APPLICANT

Name: John W. EVERETS CEO
 Address: SAVINGS BANK OF MAINE
190 WATER ST. GARDINER ME 04345
 Work #: 207-582-5550
 Cell #: _____
 Fax #: 207-588-2023
 Home #: _____
 E-mail: JEVERETS@SAVINGS
BANK OF MAINE.COM

CONSULTANT/AGENT

Name: RACHEL SUNNELL
 Address: GAWRON TURBEON ARCHITECTS
 Work #: 207-883-6307
 Cell #: _____
 Fax #: 207-883-0361
 Home #: _____
 E-mail: RSUNNELL@GAWRON
TURBEON.COM

Criteria for an Administrative Authorizations:
 (see section 14-523(4) on pg .2 of this appl.)

Applicant's Assessment Planning Division
 Y(yes), N(no), N/A Y(yes), N(no), N/A

- | | | |
|---|------------|------------|
| a) Is the proposal within existing structures? | <u>NO</u> | <u>NO</u> |
| b) Are there any new buildings, additions, or demolitions? | <u>NO</u> | <u>NO</u> |
| c) Is the footprint increase less than 500 sq. ft.? | <u>N/A</u> | <u>YES</u> |
| d) Are there any new curb cuts, driveways or parking areas? | <u>NO</u> | <u>NO</u> |
| e) Are the curbs and sidewalks in sound condition? | <u>YES</u> | <u>YES</u> |
| f) Do the curbs and sidewalks comply with ADA? | <u>YES</u> | <u>YES</u> |
| g) Is there any additional parking? | <u>NO</u> | <u>NO</u> |
| h) Is there an increase in traffic? | <u>NO</u> | <u>NO</u> |
| i) Are there any known stormwater problems? | <u>NO</u> | <u>NO</u> |
| j) Does sufficient property screening exist? | <u>N/A</u> | <u>N/A</u> |
| k) Are there adequate utilities? | <u>N/A</u> | <u>YES</u> |
| l) Are there any zoning violations? | <u>NO</u> | <u>NO</u> |
| m) Is an emergency generator located to minimize noise? | <u>N/A</u> | <u>NO</u> |
| n) Are there any noise, vibration, glare, fumes or other impacts? | <u>NO</u> | <u>NO</u> |

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 City of Portland Maine

Signature of Applicant: [Signature] Date: 4.6.11

Planning Division Use Only Authorization Granted X Partial Exemption ___ Exemption Denied ___

Building or signage, which needs to be reviewed separately under
This approval is not for the proposed exterior lighting of the
Standard Condition of Approval: The applicant shall obtain all required City Permits, including building permits from the Inspection Division (Room 315, City Hall (874-8703)) prior to the start of any construction.

IMPORTANT NOTICE TO APPLICANT: The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.

*PAD regulations
Barbara Barbydel*

**PROVISION OF PORTLAND CITY CODE
14-523 (SITE PLAN ORDINANCE)
RE: Administrative Authorization**

Sec. 14-523 (b). Applicability

No person shall undertake any development identified in Section 14-523 without obtaining a site plan improvement permit under this article. (c) Administrative Authorization. Administrative Authorization means the Planning Authority may grant administrative authorization to exempt a development proposal from complete or partial site plan review that meets the standards below, as demonstrated by the applicant.

1. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
2. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
3. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
4. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
5. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
6. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
7. There are no evident deficiencies in existing screening from adjoining properties; and
8. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.
9. There are no current zoning violations;
10. Any emergency generators are to be located to minimize noise impacts to adjoining properties and documentation that routine testing of the generators occur on weekdays between the hours of 9 a.m. to 5 p.m. Documentation pertaining to the noise impacts of the emergency generator shall be submitted; and
11. There is no anticipated noise, vibration, glare, fumes or other foreseeable impacts associated with the project.

- a. **Filing the Application.** An applicant seeking an administrative authorization under this subsection shall submit an administrative authorization application for review, detailing the site plan with dimensions of proposed improvements and distances from all property lines, and stating that the proposal meets all of the provisions in standards 1-11 of Section 14-423 (b)1. The application must be accompanied by an application fee of \$50.
- b. **Review.** Upon receipt of such a complete application, the Planning Authority will process it and render a written decision of approval, approval with conditions or denial, with all associated findings.
- c. **Decision.** If a full administrative authorization is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. In the event that the Planning Authority determines that standards a and b of Section 14-523 (b) (1) and at least four (4) of the remaining standards have been met, the Planning Authority shall review the site plan according to all applicable review standards of Section 14-526 that are affected by the standards in this subsection that have not been met. If an exemption or partial exemption from site plan review is not granted, the applicant must submit a site plan application that will undergo a full review by the Planning Board or Planning Authority according to the standards of Section 14-526.

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City of Portland, Maine

Criteria for an Administrative Authorizations:

Applicant's Assessment

Planning Division

(See Section 14-523 (4) on page 2 of this application)

Y(yes), N(no), N/A

Use Only

a) Is the proposal within existing structures?	No	no
b) Are there any new buildings, additions, or demolitions?	No	no
c) Is the footprint increase less than 500 sq. ft.?	n/a	yes
d) Are there any new curb cuts, driveways or parking areas?	No	no
e) Are the curbs and sidewalks in sound condition?	Yes	yes
f) Do the curbs and sidewalks comply with ADA?	Yes	yes
g) Is there any additional parking?	No	no
h) Is there an increase in traffic?	No	no
i) Are there any known stormwater problems?	No	no
j) Does sufficient property screening exist?	n/a	n/a
k) Are there adequate utilities?	n/a	yes
l) Are there any zoning violations?	No	no
m) Is an emergency generator located to minimize noise?	n/a	n/a
n) Are there any noise, vibration, glare, fumes or other impacts?	No	no

The request for an administrative authorization for the entrance planter, sidewalk and steps is granted subject to the following conditions:

- 1) The applicant shall obtain all required City Permits, including building permits from the Inspection Division prior to the start of any construction.
- 2) This approval is not for the proposed exterior lighting of the building or any signage, which needs to be reviewed separately and under the PAD (Pedestrian Activity District) regulations.

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City of Portland Maine

Barbara Barhydt
Dev. Rev. Services mgd