

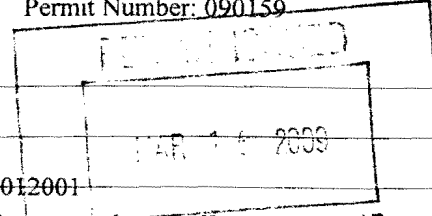
DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

BUILDING DEPARTMENT

## PERMIT

Permit Number: 090159



Please Read  
Application And  
Notes, If Any,  
Attached

This is to certify that FINARD MURRAY W TR / TR

has permission to Interior fit-out portion of first floor only.

AT 1 MONUMENT SQ 1st floor

City of Portland - 032 K012001

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 written permission procured before this building or part thereof is lathed or otherwise red-in. 24 HOURS 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. CAPT. R. Gauthier

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_  
Department Name

*Cheryl A. Quinn* 1/14/09  
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

# SCANNED

**City of Portland, Maine - Building or Use Permit Application**  
 389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

|                              |                    |                            |
|------------------------------|--------------------|----------------------------|
| <b>Permit No:</b><br>09-0159 | <b>Issue Date:</b> | <b>CBL:</b><br>032 K012001 |
|------------------------------|--------------------|----------------------------|

|   |   |  |                            |
|---|---|--|----------------------------|
| <b>Location of Construction:</b><br>1 MONUMENT SQ 1st floor | <b>Owner Name:</b><br>FINARD MURRAY W TR          | <b>Owner Address:</b><br>ONE MONUMENT SQUARE SUITE 2 | <b>Phone:</b>              |
| <b>Business Name:</b>                                       | <b>Contractor Name:</b><br>Ganneston Construction | <b>Contractor Address:</b><br>P O Box 27 Augusta     | <b>Phone</b><br>2076218505 |
| <b>Lessee/Buyer's Name</b>                                  | <b>Phone:</b>                                     | <b>Permit Type:</b><br>Alterations - Commercial      | <b>Zone:</b>               |

|  |   |   |                                       |                           |
|--|---|---|---------------------------------------|---------------------------|
| <b>Past Use:</b><br>Commercial - Bank  | <b>Proposed Use:</b><br>Commercial - Bank - Interior fit-out portion of first floor only. | <b>Permit Fee:</b><br>\$2,020.00  | <b>Cost of Work:</b><br>\$200,000.00  | <b>CEO District:</b><br>1 |
| <b>Proposed Project Description:</b><br>Interior fit-out portion of first floor only.                                  |   | <b>FIRE DEPT:</b><br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied | <b>INSPECTION:</b><br>Use Group: Type |                           |
|  |   | Signature:  | Signature:                            |                           |
| <b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>   |   |   |                                       |                           |
| Action <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Condition <input type="checkbox"/> Denied |   |   |                                       |                           |
|  |   | Signature:  | Date:                                 |                           |

|                                    |  |                        |  |  |
|------------------------------------|--|------------------------|--|--|
| <b>Permit Taken By:</b><br>Ldobson | <b>Date Applied For:</b><br>03/03/2009 | <b>Zoning Approval</b> |  |  |
|------------------------------------|--|------------------------|--|--|

|  |  |  |  |
|--|--|--|--|
| 1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.<br><br>2. Building permits do not include plumbing, septic or electrical work.<br><br>3. 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.. | <b>Special Zone or Reviews</b><br><input type="checkbox"/> Shoreland<br><br><input type="checkbox"/> Wetland<br><br><input type="checkbox"/> Flood Zon<br><br><input type="checkbox"/> Subdivision<br><br><input type="checkbox"/> Site Plan<br><br>Maj <input type="checkbox"/> Mino <input type="checkbox"/> MM <input type="checkbox"/> | <b>Zoning Appeal</b><br><input type="checkbox"/> Variance<br><br><input type="checkbox"/> Miscellaneous<br><br><input type="checkbox"/> Conditional Us<br><br><input type="checkbox"/> Interpretatio<br><br><input type="checkbox"/> Approved<br><br><input type="checkbox"/> Denied | <b>Historic Preservation</b><br><input type="checkbox"/> Not in District or Landma<br><br><input type="checkbox"/> Does Not Require Revie<br><br><input type="checkbox"/> Requires Review<br><br><input type="checkbox"/> Approved<br><br><input type="checkbox"/> Approved w/Condition<br><br><input type="checkbox"/> Denied |
|  | Date:  | Date:  | Date:  |

**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 APPLICAN                     | ADDRESS | DATE | PHO |
| RESPONSIBLE PERSON IN CHARGE OF WORK, TIT |         | DATE | PHO |

04/10/09 Close-in okay > MA  
04/27/09 close-in okay

04/28/09 pre-1/0

05/21/09 Final okay > MA

|   |   |  |                            |
|---|---|--|----------------------------|
| <b>Location of Construction:</b><br>1 MONUMENT SQ 1st floor | <b>Owner Name:</b><br>FINARD MURRAY W TR          | <b>Owner Address:</b><br>ONE MONUMENT SQUARE SUITE 2 | <b>Phone:</b>              |
| <b>Business Name:</b>                                       | <b>Contractor Name:</b><br>Ganneston Construction | <b>Contractor Address:</b><br>P O Box 27 Augusta     | <b>Phone</b><br>2076218505 |
| <b>Lessee/Buyer's Name</b>                                  | <b>Phone:</b>                                     | <b>Permit Type:</b><br>Alterations - Commercial      | <b>Zone:</b>               |

**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 03/05/2009  
**Note:** **Ok to Issue:**

- 1) This work does not include any new exterior additions to the building.
- 2) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Chris Hanson      **Approval Date:** 03/16/2009  
**Note:** **Ok to Issue:**

- 1) Seperate permits required for sprinkler and alarm work.
- 2) Fire Alarm systems shall be installed per Sec. 907 of the IBC 2003
- 3) All penetratios through rated assemblies must be protected by an approved firestop system installed in accordance with ASTM 814 or UL 1479, per IBC 2003 Section 712.
- 4) Separate permits are required for any electrical, plumbing, HVAC or exhaust systems. Separate plans may need to be submitted for approval as a part of this process.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Capt Keith Gautreau      **Approval Date:** 03/10/2009  
**Note:** **Ok to Issue:**

- 1) No means of egress shall be affected by this renovation
- 2) All means of egress to remain accessible at all times
- 3) All means of egress to remain accessible at all times
- 4) Fire alarm system requires a Masterbox connection per city ordinance.
- 5) Emergency lights and exit signs are required
- 6) The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.
- 7) The fire alarm system shall comply with NFPA 72
- 8) All construction shall comply with NFPA 101
- 9) The sprinkler system shall be installed in accordance with NFPA 13.

#### 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 APPLICAN

ADDRESS

DATE

PHO

---

RESPONSIBLE PERSON IN CHARGE OF WORK, TIT

DATE

PHO



# 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: <b>1 MONUMENT SQ. PORTLAND, ME 04101</b>                      |   |  |
| Total Square Footage of Proposed Structure/Area<br><b>N/A</b>                                   |   | Square Footage of Lot: <b>15,544 SQ. FT.</b>   |
| Tax Assessor's Chart, Block & Lot<br>Chart#      Block#      Lot#<br><b>032      K      012</b> | Applicant *must be owner, Lessee or Buyer*<br>Name <b>Robert Hughes, Jr. Financial Services</b><br>Address <b>One Burlington Works Drive</b><br>City, State & Zip <b>Burlington, MA 01803</b> | Telephone:<br><b>(781) 494-1307</b><br>or<br><b>(207) 772-2257</b><br>(Home office)  |
| Lessee/DBA (If Applicable)<br><br><b>N/A</b>  | Owner (if different from Applicant)<br>Name<br>Address<br>City, State & Zip<br><b>N/A</b>   | Cost Of Work: \$ <b>200,000</b><br>C of O Fee: \$ _____<br>Total Fee: \$ <b>2020</b> |
| Current legal use (i.e. single family) <b>COMMERCIAL (BANK)</b>                                 |   |  |
| If vacant, what was the previous use? <b>N/A</b>  |   |  |
| Proposed Specific use: <b>NO CHANGE</b>   |   |  |
| Is property part of a subdivision? _____ If yes, please name: _____                             |   |  |
| Project description: <b>INTERIOR FIT OUT AT PORTION OF FIRST FLOOR ONLY.</b>                    |   |  |
| Contractor's name: <b>TBD</b>   |   |  |
| Address: _____  |   |  |
| City, State & Zip: _____  |   | Telephone: _____   |
| Who should we contact when the permit is ready: <b>GARY CALLIGARO</b>                           |   | Telephone: <b>973-267-8830</b><br>Ext: <b>1221</b>                                   |
| Mailing address: <b>299 MADISON AVE. MORRISTOWN, NJ 07962</b>                                   |   |  |

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](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 974-8703.

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.

Congress Federal Realty, LLC as trustee of Congress Federal Trust

Signature: *[Handwritten Signature]* Date: **2/12/2009**

This is not a permit; you may not commence ANY work until the permit is issued.

MAR - 3 2009



# Certificate of Design Application

From Designer:

JACOBS

Date:

2/2/2009

Job Name:

2008 BRANCH MODERNIZATION PROGRAM - KEY BANK

Address of Construction:

1 MONUMENT SQUARE PORTLAND, ME 04101

## 2003 International Building Code

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

Building Code & Year IBC 2003 Use Group Classification (s) "B, BUSINESS" - BANK (OFFICES)

Type of Construction ASSUMED IIB, NON-COMBUSTIBLE SPRINKLERED

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC N/A

Is the Structure mixed use? No If yes, separated or non separated or non separated (section 302.3) —

Supervisory alarm System? EXISTING Geotechnical/Soils report required? (See Section 1802.2) No

### Structural Design Calculations

N/A 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>     | <u>N/A</u>  |
| ↓              | ↓           |
|                |             |
|                |             |

### Wind loads (1603.1.4, 1609)

N/A Design option utilized (1609.1.1, 1609.6)

Basic wind speed (1809.3)

Building category and wind importance Factor,  $w$  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)

N/A Design option utilized (1614.1)

Seismic use group ("Category")

Spectral response coefficients,  $S_D$  &  $S_{DI}$  (1615.1)

Site class (1615.1.5)

N/A 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,  $P_s$  (1608.4)

Seismic design category (1616.3)

Basic seismic force resisting system (1617.6.2)

Response modification coefficient,  $R_d$  and deflection amplification factor  $C_d$  (1617.6.2)

Analysis procedure (1616.6, 1617.5)

Design base shear (1617.4, 1617.5.1)

**Flood loads (1803.1.6, 1612)**

N/A Flood Hazard area (1612.3)

Elevation of structure

**Other loads**

N/A 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)



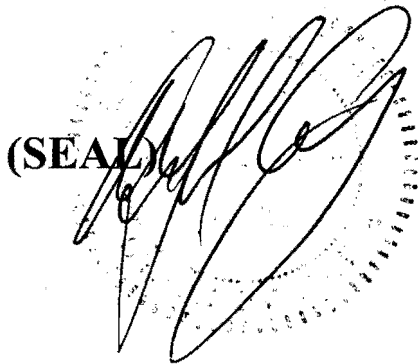
# Accessibility Building Code Certificate

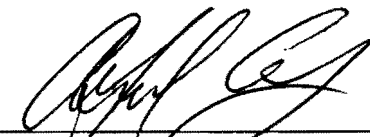
Designer: JACOBS

Address of Project: 1 MONUMENT SQUARE PORTLAND, ME 04101

Nature of Project: INTERIOR FIT OUT AT PORTION OF FIRST  
FLOOR ONLY

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: 

Title: Principal

Firm: JACOBS

Address: 299 MADISON AVE  
MORRISTOWN, NJ 07962

Phone: 973-267-0555

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)



# Certificate of Design

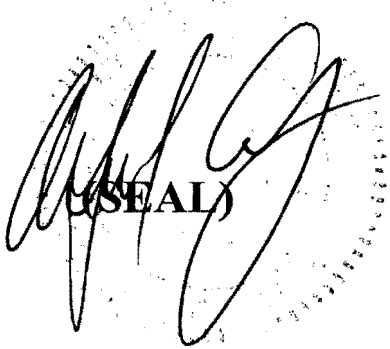
Date: 2/2/2009

From: JACOBS

These plans and / or specifications covering construction work on:

INTERIOR FIT OUT AT PORTION OF FIRST FLOOR ONLY  
FOR 1 MONUMENT SQUARE PORTLAND, ME 04101

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: [Handwritten Signature]

Title: Principal

Firm: JACOBS

Address: 299 MADISON AVE

MORRISTOWN, NJ 07962

Phone: 973-267-0555

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)



343 Congress Street, 2<sup>nd</sup> Floor  
 Boston, MA 02110-1131  
 617-242-9222

## TRANSMITTAL

|  |  |
|--|--|
| TO: City of Portland Inspections Division<br>Attn: Lannie<br>389 Congress Street<br>Portland, ME 04101<br>(207) 874-8963 | PROJECT NO. F5W86602<br>PROJECT NAME: KEYBANK<br>DATE: February 25, 2009 |
|--|--|

### COPIES OF TRANSMITTAL

|                     |   |   |
|---------------------|---|---|
| • File (Morristown) | • | • |
| •                   | • | • |

#### Enclosures/Attachments

|   |                                    |
|---|------------------------------------|
| <input checked="" type="checkbox"/> Prints                            | <input type="checkbox"/> Submittal |
| <input type="checkbox"/> Specifications                               | <input type="checkbox"/> RFI       |
| <input type="checkbox"/> Shop Drawings                                | <input type="checkbox"/>           |
| <input checked="" type="checkbox"/> Other <u>5056_Monument Square</u> |                                    |

#### Action Requested

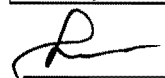
|  |   |
|--|---|
| <input type="checkbox"/> Reviewed                                      | <input type="checkbox"/> For Your Use and Information |
| <input type="checkbox"/> Reviewed as Noted                             | <input type="checkbox"/> For Review and Comment       |
| <input type="checkbox"/> Make Corrections Noted                        | <input type="checkbox"/> For Construction             |
| <input type="checkbox"/> Revise and Resubmit                           |   |
| <input checked="" type="checkbox"/> Other <u>Review for Permitting</u> |   |

### LIST OF ITEMS TRANSMITTED

| DATED   | NO. | REV  | DESCRIPTION   |
|---------|-----|------|---|
| 2/3/09  | 1   | None | 1 set of Architectural and MEP drawings (Full Size)   |
| 2/3/09  | 1   | None | 1 set of Architectural and MEP drawings (1/2 Size)<br>For KeyBank Branch Name <b>5056 Monument Square</b><br>located at the following address:<br><b>1 Monument Square</b><br><b>Portland, ME 04101</b> |
| 2/2/09  | 1   |      | Check made out to City of Portland Inspections Division in the amount of \$2020   |
| 2/24/09 | 1   |      | Compact Disc containing full drawing set in PDF format.   |

#### REMARKS:

Enclosed, please find the above listed drawing sets submitted for construction permit review. Please also find the enclosed check in the amount of \$2020 for permit application fee.  
Should you have any questions and/or concerns, please contact Gary Calligaro at 973-267-0555 ext. 1221  
Thank you,

  
 \_\_\_\_\_  
 Golam Mustafa

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

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.

A Pre-construction Meeting will take place upon receipt of your building permit.

  X   Framing/Rough Plumbing/Electrical: Prior to Any Insulating or drywalling

  X   Final inspection required at completion of work. —

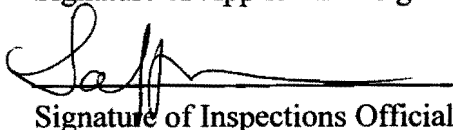
Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

**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.**

  
\_\_\_\_\_  
Signature of Applicant/Designee

3-16-09  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Inspections Official

3-16-09  
\_\_\_\_\_  
Date



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

# SCANNED

LOCATION 1 MONUMENT SQ 1st floor CBL 032 K012001

Issued to Finard Murray W Tr/Ganneston Construction Date of Issue 06/01/2009

This is to certify that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No. 09-0159 has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

Key Bank

APPROVED OCCUPANCY

Commercial Bank  
Use Group B  
Type 2B  
IBC 2003

Limiting Conditions: none

This certificate supersedes  
certificate issued

Approved:

*[Signature]*  
Inspector

*[Signature]*  
Inspector of Buildings

CAV. K. Gauthier  
6/3/09

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or leasee for one dollar.