

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

PERMIT ISSUED		Permit No.:	Issue Date:
		02-0673	
		CBL: 032 V001001	

Location of Construction: 10 Dana St	Owner Name: 10 Dana Street Llc	Owner Address: One Portland Sq	Phone: 207-773-7100
Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Additions - Commercial	Zone: B-3

Past Use: Commercial	Proposed Use: Commercial; Office / Retail, Upgrade building by adding ADA access, 2 fire rated egress stair towers, full sprinkler system and an elevator.	Permit Fee: \$3,383.00	Cost of Work: \$480,000.00	CEO District: 1
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Proposed Project Description: Upgrade, adding ADA Access, Egress Stair Towers, Sprinkler System and elevator.	FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: M/OST Type: 3B B-254 8/2/02
	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</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: 06/19/2002	Zoning Approval
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1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 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..	Special Zone or Reviews <input type="checkbox"/> Shoreland <i>NA</i> <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input checked="" type="checkbox"/> Site Plan # 2002-0016 Maj <input type="checkbox"/> Minor <input checked="" type="checkbox"/> MM <input type="checkbox"/> Date: <i>6/26/02</i>	Zoning Appeal <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:	Historic Preservation <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 checked="" type="checkbox"/> Approved w/Conditions <i>as per H. P. Committee</i> <input type="checkbox"/> Denied <i>to D.A 6/26/02</i> Date:
	<i>in decision. NA 6/26/02</i>		

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

020673

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: 10 Dana Street, Portland, ME		
Total Square Footage of Proposed Structure <small>Grade Level Lobby/Stair/Elevator - 498 Sq. Ft. Floors 2, 3, 4, Lobby/Office Space - 765 Sq. Ft.</small>	Square Footage of Lot 6,099 sq. ft.	
Tax Assessor's Chart, Block & Lot Chart# 32 Block# v Lot# 1	Owner: 10 Dana, LLC C/O The Dunham Group 1 Portland Square Portland, ME 04101	Telephone: (207) 773-7100
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: 10 Dana, LLC C/O The Dunham Group 1 Portland Square Portland, ME 04101	Cost Of Work: \$ 480,000 Fee: \$ 3,383.00
Current use: <u>M & B</u>		
If the location is currently vacant, what was prior use: <u>N/A</u> CAD drawings submitted		
Approximately how long has it been vacant: <u>N/A</u>		
Proposed use: <u>M & B</u>		
Project description: <u>See cover sheet</u>		
Contractor's name, address & telephone: <u>Archetype, PA David Lloyd</u>		
Who should we contact when the permit is ready: <u>Archetype, PA David Lloyd</u>		
Mailing address: <u>Archetype, PA 48 Union Wharf Portland, ME 04101</u>		
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: 772-6022		

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: 6/13/02

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 4th floor of City Hall

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

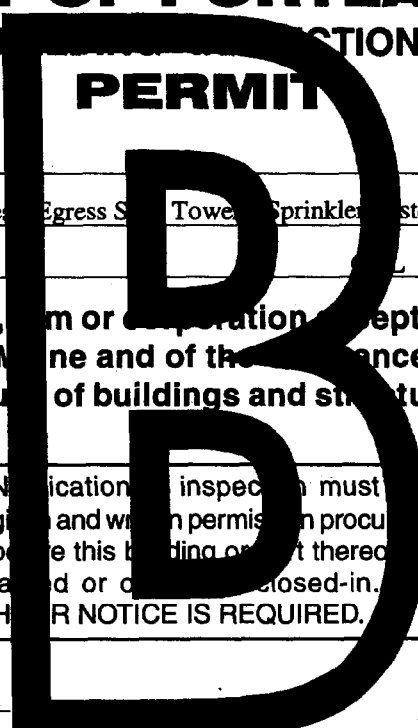
BUILDING DEPARTMENT PERMIT

Permit Number: 020673

Please Read
Application And
Notes, If Any,
Attached

This is to certify that 10 Dana Street Llc /n/a
has permission to Upgrade, adding ADA Access Egress Sign Tower Sprinkler system and elevator.
AT 10 Dana St 032 V001001

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 work on permit must be completed before this building or part thereof is occupied or closed-in.
HEAVY NOTICE IS REQUIRED.

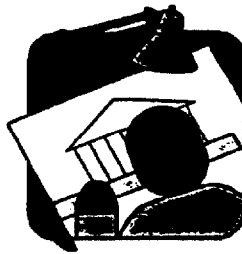
A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. *W.D. Jr.*
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature] 8/2/02
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD



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: Archetype, P.A.
48 Union Wharf, Portland, ME 04101

DATE: June 14, 2002

Job Name: 10 Dana Street

Address of Construction: 10 Dana St., Portland, ME

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) M on 1st
B on 2,3,4

Type of Construction 3 B Bldg. Height 42 Ft. Bldg. Sq. Footage *

Seismic Zone ** Group Class **

Roof Snow Load Per Sq. Ft. 42 Dead Load Per Sq. Ft. 20

Basic Wind Speed (mph) 85 Effective Velocity Pressure Per Sq. Ft. Pv=18.5

Floor Live Load Per Sq. Ft. 50

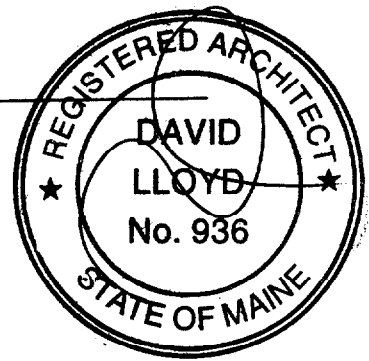
Structure has full sprinkler system? Yes X No Alarm System? Yes X No
Sprinkler & Alarm systems must be installed according to BOCA and NFPA Standards with approval from the Portland Fire Department.

Is structure being considered unlimited area building: Yes No X N/A

If mixed use, what subsection of 313 is being considered Non Separated

List Occupant loading for each room or space, designed into this Project. 20 People/ floor

(Designers Stamp & Signature)



PSH 6/07/2K

* Building Sq. Ft:
New Sq. Footage: Grade Level Lobby/Stair/Elevator - 498 Sq. Ft.
Floors 2, 3, 4, Lobby/Office Space - 765 Sq. Ft.
Existing Building Total Sq. Footage: 8,000 Sq. Ft.
Not Including Basement
Foot Print Sq. Footage: 2,498 Sq. Ft.

** Av=0.10
Aa=0.10
Exposure Group I
Performance Category C
Soil Profiles S₃
S=1.5
R=5.0
Cd=4.5



City of Portland, Maine

389 Congress St., Rm 315
Portland, ME 04101

ACCESSIBILITY CERTIFICATE

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

FROM: Archetype, P.A. 48 Union Wharf, Portland, ME 04101

RE: Certificate of Design, HANDICAP ACCESSIBILITY

DATE: June 14, 2002

These plans and/or specifications covering construction work on:

10 Dana, LLC
C/O The Dunham Group
1 Portland Square
Portland, ME 04101

Have been designed and drawn up by the undersigned, a Maine registered engineer/architect according to State Regulations as adopted by the State of Maine on Handicapped Accessibility.

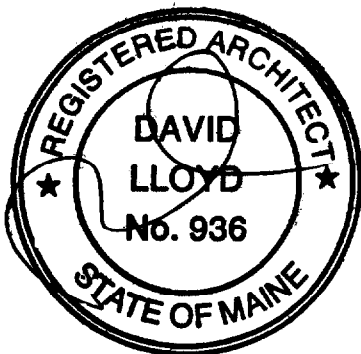
(SEAL)

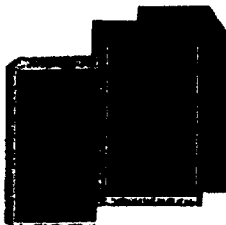
Signature 

Title Architect

Firm Archetype, P.A.

Address 48 Union Wharf, Portland, ME 04101





**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: Archetype, P.A. 48 Union Wharf, Portland, ME

RE: Certificate of Design

DATE: June 14, 2002

These plans and/or specifications covering construction work on:

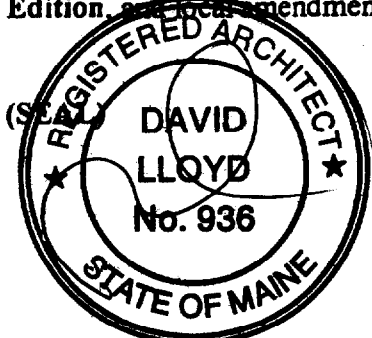
10 Dana, LLC

C/O The Dunham Group

1 Portland Square

Portland, ME 04101

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 

Title Architect

Firm Archetype, P.A.

Address 48 Union Wharf, Portland, ME 04101

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.

June 18, 2002

City of Portland
Planning Department
389 Congress Street
Portland, ME 04101

RE: 10 Dana Street Request for Building Permit

Attn: Code Enforcement

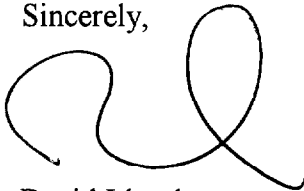
Enclosed for your finale review is the above mentioned project. As you are aware through our previous discussions this is an existing building, a historic structure qualifying under section 3406. We are an existing mercantile on the first floor and business on the second through fourth which will not change. Through our discussions with Mike Nugent the building is qualified as 3B construction type.

In general terms we are upgrading the building by adding ADA access, two new fire rated egress stair towers, a full sprinkler system and an elevator with associated lobby space.

We have been approved by the Historic Commission and Planning Board. We have had a preliminary review with the State Fire Marshall's office and have submitted full documents for his permit for ADA and Life Safety.

Please call with any questions. We have submitted a full code analysis on the drawing cover sheet.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Lloyd', with a large, stylized flourish at the end.

David Lloyd
Architect

STATEMENT OF SPECIAL INSPECTIONS

PROJECT: Addition and Alterations to 10 Dana Street
LOCATION: Portland, Maine

OWNER: 10 Dana Street, LLC
c/o Dunham Group
Portland, ME

ARCHITECT OF RECORD: Archetype, P.A. Architects
48 Union Wharf
Portland, ME 04010

STRUCTURAL ENGINEER OF RECORD: Structural Design Consulting, Inc.
5 Balsam Lane
Falmouth, ME 04105

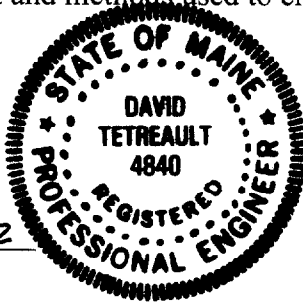
This Statement of Special Inspections is submitted as a condition of permit issuance in accordance with Section 1705.0 of the 1999 BOCA National Building Code. It includes a Schedule of Special Inspection Services applicable to this project as well as the name of the Special Inspector, and the names of other agencies intended to be retained for conducting these inspections.

The Special Inspector shall keep records of all inspections listed herein, and shall periodically furnish Interim Special Inspection Reports to the Building Code Official and to the Architect of Record. All discrepancies shall be brought to the immediate attention of the Contractor for correction. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Code Official and the Architect of Record. A Final Report of Special Inspections documenting completion of all special inspections and correction of all discrepancies noted in inspection records shall be submitted to the Building Code Official.

Job site safety is solely the responsibility of the Contractor. Materials and activities to be inspected are not to include the Contractor's equipment and methods used to erect or install the materials listed.

Prepared by:

David Tetreault 8/16/02
Signature Date



Owner's Authorization:

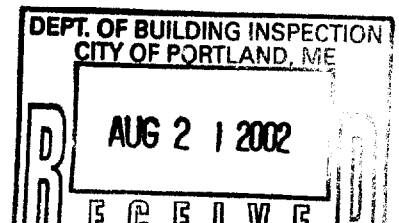
Thomas Paul 8/20/02
Signature Date

Building Code Official's Acceptance

[Signature] 8/21/02
Signature Date

10 Dana Street
Portland, Maine
Page 1 of 3

032-U-001



SPECIAL INSPECTION AGENCIES

1. SPECIAL INSPECTOR:

David Tetreault, P.E.
Structural Design Consulting, Inc.
5 Balsam Lane
Falmouth, ME 04105

2. INSPECTOR:

Haley & Aldrich, Inc.
500 Southborough Drive
South Portland, ME 04106

3. TESTING AGENCY:

Summit Labs
197 U.S. Route One
Scarborough, ME 04070

4. TESTING AGENCY:

Note The inspection and testing agents shall be engaged by the Owner or the Owner's Agent and not by the Contractor or Subcontractor whose work is being inspected or tested. Any conflict of interest shall be disclosed to the Building Official prior to commencement of work.

SCHEDULE OF SPECIAL INSPECTION SERVICES

1. Soils and Foundations

Item	Agent No.	Scope
Subgrade Preparation	2	Observe excavation and footing bearing surface.
structural Fill placement	2	Observe placement and compaction of structural fill.
Preload Review	1	Observe foundation preload for conformance with Contract Documents.

2. Cast-In-Place Concrete

Item	Agent No.	Scope
Mix Design	1	Review suppliers mix design and laboratory test reports or strength tests.
Reinforcement Installation	1	Inspect placement of reinforcement prior to placement of concrete.
Concrete Placement	1	Inspect concreting operations during placement.
Material Testing	3	Sample and test concrete for slump, air content, temperature and compressive strength

3. Structural Steel

Item	Agent No.	Scope
Materials	1	Review material for conformance with Contract Documents.
Welding	3	Perform visual inspection of all welds. Welds deemed questionable by visual inspection, all partial and full penetration welds, and any other welds indicated on the Contract Documents shall be tested by Liquid penetrant inspection, magnetic particle inspection, radiographic inspection or Ultrasonic Inspection
Details	2	Review framing details for conformance with Contract Documents.

**CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM
Insp Copy**

2002-0016
Application I. D. Number
1/17/02
Application Date
Chase Leavitt Building
Project Name/Description

10 Dana LLC, The Dunham Group
Applicant

1 Portland Square, Portland, ME 04101
Applicant's Mailing Address

David Lloyd
Consultant/Agent

Applicant Ph: (207) 773-7100 Agent Fax: 772-4056
Applicant or Agent Daytime Telephone, Fax

10 - 10 Dana St, Portland, Maine
Address of Proposed Site

032 V001001
Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply): New Building Building Addition Change Of Use Residential Office Retail
 Manufacturing Warehouse/Distribution Parking Lot Other (specify) **addition on south side**

1,263 sq. ft. Proposed Building square Feet or # of Units **6,099 sq. ft.** Acreage of Site _____ Zoning _____

Check Review Required:

- | | | | |
|-------------------------------------------------------------|------------------------------------------------------|------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots _____ | <input type="checkbox"/> PAD Review | <input type="checkbox"/> 14-403 Streets Review |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB) | <input type="checkbox"/> Zoning Variance | | <input type="checkbox"/> Other _____ |

Fees Paid: Site Plan **\$400.00** Subdivision _____ Engineer Review _____ Date **1/17/02**

Insp Approval Status:

Approved Approved w/Conditions See Attached Denied
Approval Date _____ Approval Expiration _____ Extension to _____ Additional Sheets Attached
 Condition Compliance _____ signature _____ date _____

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input type="checkbox"/> Performance Guarantee Accepted	_____	_____	_____
	date	amount	expiration date
<input type="checkbox"/> Inspection Fee Paid	_____	_____	
	date	amount	
<input type="checkbox"/> Building Permit Issue	_____		
	date		
<input type="checkbox"/> Performance Guarantee Reduced	_____	_____	_____
	date	remaining balance	signature
<input type="checkbox"/> Temporary Certificate of Occupancy	_____	<input type="checkbox"/> Conditions (See Attached)	_____
	date		expiration date
<input type="checkbox"/> Final Inspection	_____	_____	
	date	signature	
<input type="checkbox"/> Certificate Of Occupancy	_____		
	date		
<input type="checkbox"/> Performance Guarantee Released	_____	_____	
	date	signature	
<input type="checkbox"/> Defect Guarantee Submitted	_____	_____	_____
	submitted date	amount	expiration date
<input type="checkbox"/> Defect Guarantee Released	_____	_____	
	date	signature	

January 16, 2002

Bill Needleman
Planning Department
Portland City Hall
389 Congress Street
Portland, ME 04101

RE: 10 Dana Street Site Plan Application

Dear Bill,

Attached is our application and requested information in regards to the modifications at the Chase Leavitt Building. We are proposing an addition on the south face of the existing building. This addition is primarily to house a new stair and elevator with some adjoining space. The main purpose of which is to bring the building into compliance with accessibility laws and upgrade the egress from the building giving the owners a much safer building. We are not proposing a change of use. The building will hold retail on the first floor and business on the upper floors as presently exists. We presently do not have a construction start date but estimate a 14 week construction schedule. In summation, the improvements are as follow:

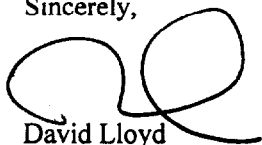
1. Addition on south side
2. Develop existing alley into a more aesthetically pleasing courtyard
3. Sprinkle the building per NFPA 13
4. Add two skylights on the east facing roof and three on the west facing.
5. Bring in new water service for the proposed sprinkler system and natural gas.
6. Replace the remaining wood windows with aluminum to match existing aluminum replacement windows.

Included in our submission are:

1. Application Fee
2. Site Plan (9 Copies, 24x36)
3. Ground Floor Plan
4. Survey Plan (11x17 & 24x36 sheet size, stamped)
5. Utility Plan
6. Building Elevations
7. Proposed Courtyard Drawing
8. Proposed Underground Utilities (11x17 & 24x36 sheet size)
9. Letter on Storm Water Drainage
10. Letter of Financial Capability
11. Rights Titles to Building
12. Proposed Light Fixtures
13. Letter from Portland Water District
14. Letter from Electrical Engineer on New Electrical Service

Thank you and please call with any questions.

Sincerely,



David Lloyd

City of Portland Site Plan 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: 10 Dana Street, Portland, ME		
Total Square Footage of Proposed Structure Grade Level Lobby/Stair/Elevator-498 sq. ft. Floors 2,3,4 Lobby/Office Space-765 sq. ft.		Square Footage of Lot 6,099 sq. ft.
Tax Assessor's Chart, Block & Lot Chart# 32 Block# V Lot# 1	Property owner, mailing address: 10 Dana, LLC C/O The Dunham Group 1 Portland Square Portland, ME 04101	Telephone: (207) 773-7100
Consultant/Agent, mailing address, phone & contact person David Lloyd (207) 772-6022 Archetype, P.A. 48 Union Wharf Portland, ME 04101	Applicant name, mailing address & telephone: (207) 773-7100 10 Dana, LLC The Dunham Group 1 Portland Square Portland, ME 04101	Project name: Chase Leavitt Building
Proposed Development (check all that applies) <input type="checkbox"/> New Building <input type="checkbox"/> Building Addition <input type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Office <input checked="" type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision, amount of lots _____ <input type="checkbox"/> Other: _____		
Major Development _____ \$500.00 Minor Development <input checked="" type="checkbox"/> \$400.00		
Who billing will be sent to: 10 Dana, LLC Mailing address: The Dunham Group State and Zip: 1 Portland Square Contact person: Charlie Craig Phone: (207) 773-7100 Portland, ME 04101		


Nine (9) separate packets must include the following:

- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

All plans must be folded neatly and in packet form

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .25 per page, you may also visit the web site: ci.portland.me.us chapter 14

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: 12/19/01
-------------------------------------------------------------------------------------------------------------	----------------

This application is for site review ONLY, a building Permit application and associated fees will be required prior to construct