

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Please Read Application And Notes, If Any, Attached

Permit Number: 080118

PERMIT ISSUED
JUN 19 2008
CITY OF PORTLAND

This is to certify that 511 PLAZA LIMITED PARTNERSHIP / J. R. Higgins, Inc. / J. R. Hig

has permission to interior renovations, 4 new offices, non-load bearing walls

AT 511 CONGRESS ST Suite 102 First Floor L 037 D002001

provided that the person or persons performing or accepting 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 occupied or services closed-in. 4 HOUR NOTICE REQUIRED.

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

OTHER REQUIRED APPROVALS

Fire Dept. Craig Cross
Health Dept. _____
Appeal Board _____
Other _____
Department Name

Carrie Bonke 6/18/08
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit

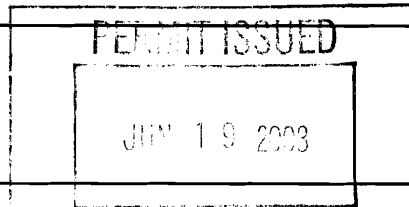
389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 08-0118	Date Applied For: 02/07/2008	CBL: 037 D002001
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Location of Construction: 511 CONGRESS ST Suite 102 First	Owner Name: 511 PLAZA LIMITED PARTNERS	Owner Address: 50 MILK ST 29TH FLOOR	Phone:
Business Name:	Contractor Name: L R Higgins, Inc. /Eric Higgins	Contractor Address: PO Box 600 Scarborough	Phone (207) 856-2448
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	

Proposed Use: Commercial - "Know Technology" - IT service provider - Information Partners - Commercial interior renovations, 4 new offices, non load bearing walls	Proposed Project Description: interior renovations, 4 new offices, non load bearing walls
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Dept: Zoning	Status: Approved with Conditions	Reviewer: Marge Schmuckal	Approval Date: 05/30/2008
Note:			Ok to Issue: <input checked="" type="checkbox"/>
<ol style="list-style-type: none"> Any alteration or change of use SHALL require a separate permit to determine compliance with the ordinances. This property is located within a Pedestrian Activities District (PAD) that requires first floor uses to be of a retail like and service like uses within 75% of the 20' depth from the front street access. Existing window shall not be blocked, but made to be interesting to the viewing public. Separate permits shall be required for any new signage. This permit is being approved on the basis of revised plans submitted on May 28, 2008. Any deviations shall require a separate approval before starting that work. 			
Dept: Building	Status: Approved with Conditions	Reviewer: Jeanine Bourke	Approval Date: 06/18/2008
Note:			Ok to Issue: <input checked="" type="checkbox"/>
<ol style="list-style-type: none"> All penetrations 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. Separate permits are required for any electrical, plumbing, or HVAC systems. Separate plans may need to be submitted for approval as a part of this process. 			
Dept: Fire	Status: Approved with Conditions	Reviewer: Capt Greg Cass	Approval Date: 06/05/2008
Note:			Ok to Issue: <input checked="" type="checkbox"/>
<ol style="list-style-type: none"> The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required. All construction shall comply with NFPA 101 			



Comments: 2/7/2008-mes: This area of Congress St. is a PAD district which requires a retail-like use and not general offices. I called Eric Higgins who was the contact person and the site is right along the sidewalk. He is going to call his contact person at Bolous to get back to me. The permit is on hold until I get more clarification. 2/19/2008-mes: On Fri. I spoke with Paul Ureneck about the site. "Know Many" has bought out Oxford Networks. So it is really the same use, different name. However, this is in the PAD district and some of the changes are within the 20' area from the street. I faxed Paul U. what I would need from him before I can sign off on this permit. I also want statements from the owner as to how the business will be used and how it can meet the PAD guidelines. 5/30/2008-mes: On May 28, 2008 I finally received information concerning the use and a dimensioned plan. It is the same company, who was bought out by another - but the same services are being offered to the public.
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City of Portland, Maine - Building or Use Permit Application

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

Permit No: 08-0118	Issue Date:	CBL: 037 D002001
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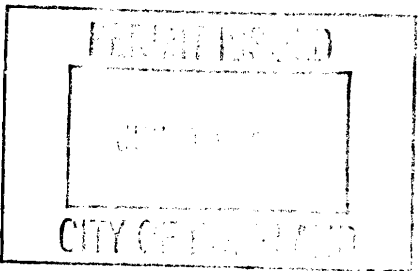
Location of Construction: 511 CONGRESS ST Suite 102 First	Owner Name: 511 PLAZA LIMITED PARTNERS	Owner Address: 50 MILK ST 29TH FLOOR	Phone:
Business Name:	Contractor Name: L R Higgins, Inc. /Eric Higgins	Contractor Address: PO Box 600 Scarborough	Phone: 2078562448
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Commercial - "Oxford Networks" - IT service provider	Proposed Use: Commercial - "Know Technology" - IT service provider - Information Partners - Commercial interior renovations, 4 new offices, non load bearing walls	Permit Fee: \$170.00	Cost of Work: \$15,000.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>See Conditions</i>	INSPECTION: Use Group: <i>B</i> Type: <i>2B</i> <i>IBC-2003</i>	

Proposed Project Description: interior renovations, 4 new offices, non load bearing walls	Signature: <i>Greg Cass</i>	Signature: <i>JMB-6/18/08</i>
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: <i>S</i>		Date: <i>5/30/08</i>

Permit Taken By: Idobson	Date Applied For: 02/07/2008	Zoning Approval		
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<ol style="list-style-type: none"> 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 <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Major <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Denied Date: <i>5/30/08</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: <i>5/30/08</i>	Historic Preservation <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>5/30/08</i>
	Signature: <i>S</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

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

 6/19/08

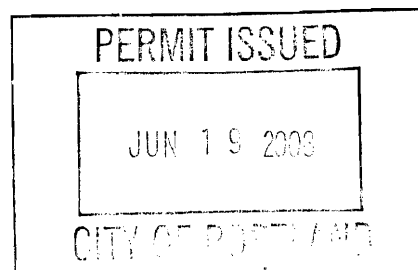
Date



Signature of Inspections Official

 6/19/08

Date





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>511 CONGRESS, SUITE 102, FIRST FLOOR</u>		
Total Square Footage of Proposed Structure/Area <u>N/A</u>		Square Footage of Lot <u>N/A</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>037 D 2001</u>	Applicant *must be owner, Lessee or Buyer* Name <u>KNOW TECHNOLOGY LLC</u> Address <u>511 CONGRESS, #102</u> City, State & Zip <u>PORTLAND 04101</u>	Telephone: <u>The business name 828.6801 per Paul Y</u>
Lessee/DBA (If Applicable) <u>APPLICANT</u>	Owner (if different from Applicant) Name <u>511 PLAZA LMT. PTNP.</u> Address <u>50 MILK ST, FL 29</u> City, State & Zip <u>BOSTON MA 02109</u>	Cost Of Work: \$ <u>15,000.-</u> C of O Fee: \$ <u>0</u> Total Fee: \$ <u>170.00</u>
Current legal use (i.e. single family) <u>OFFICE</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>office</u> Is property part of a subdivision? <u>N/A</u> If yes, please name _____ Project description: <u>COMMERCIAL RENOVATION. BUILD FOUR NEW OFFICES; WALLS WILL NOT REACH CEILING; CEILINGS TO BE OPEN. NON-LOAD BEARING WALLS.</u>		
Contractor's name: <u>L.R. Higgins, Inc</u> Address: <u>PO BOX 600</u> City, State & Zip <u>SCARBOROUGH ME 04070</u> Telephone: <u>856.2448</u> Who should we contact when the permit is ready: <u>ERIC HIGGINS</u> Telephone: <u>749.2886</u> Mailing address: <u>PO BOX 600, SCARBOROUGH, ME 04070</u>		

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.

Signature: Tim B... Date: 1/31/08

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

FAX



To: Paul Wreneck
 Fax Number: 772-2647
 From: Marge Schmuckel
 Fax Number:
 Date: 2/19/08
 Regarding: 511 Congress St
 Total Number Of Pages Including Cover: 4
 Phone Number For Follow-Up:

Comments:

Paul, I found the permit from 2000. I will need some of the same info again from you -

- ① A letter from the applicant on the use of the area within 20' of the front of the space.
- ② A letter explaining the new "owner" (as you explained to me on Friday)
- ③ Revised floor plans showing that the area within 20' of the street frontage meets the PAID Requirements.

City Of Portland, Maine
 Inspections Division Services
 389 Congress St Room 315 Portland Me 04101-3509
 Phone: (207) 874-8703 or (207) 874-8693
 Fax: (207) 874-8716
<http://www.portlandmaine.gov/>

Now New Non-compliant cubicles are being put on THAT SPACE - Marge

To: Portland Planning Board

Re: Office usage within PAD overlay zone.

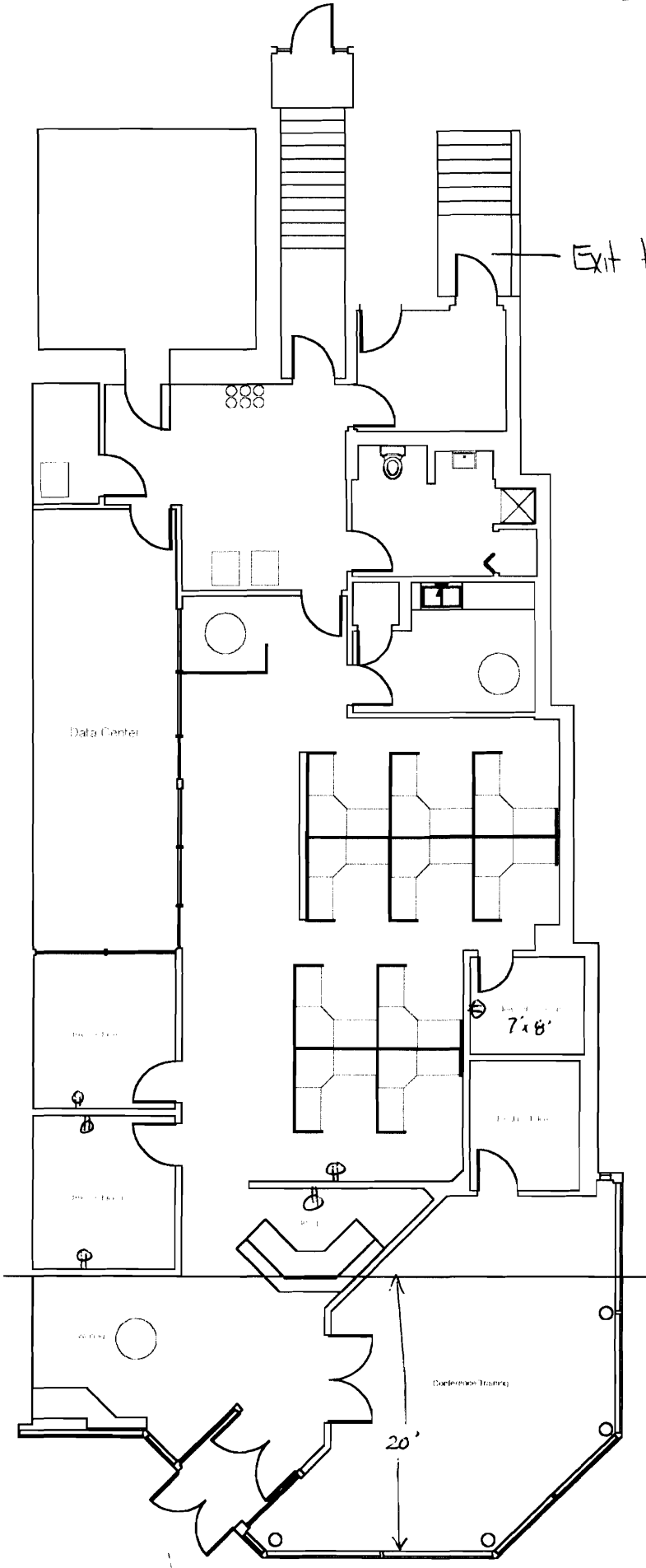
1. The area within 20' of the front of the building will be used for;

- Primary entrance for customers
- Customer/visitor waiting area
- Front desk used by admin/service desk
- Conference room used for meetings and training —

2. Know Technology, LLC is an IT services company providing networking, hosting/colocation, managed Services, and development for businesses and organizations.

Networking services are performed both onsite and at client sites, customers can bring their equipment in for service. Hosting/colocation services are provided within the data center, and colocation customers are provided 24x7 access to their equipment. The data center is located here because it's on the city fiber optic ring which passes through this space. Managed services and development are performed onsite as well with regular client visits.

Current Submitted



Exit to Brown Street

⊕ = New receptacle

- New walls
- 2x4 steel stud
- 1/2 gwb
- R-11 Insulation

- Walls approx. halfway to ceiling 9' high
- Walls non-load bearing

Exit to Congress

Know Technology
511 Congress Street
Suite 102, Grand Floor

*conditional use
to Planning*

(a) The following use is permitted as provided in section 14-474 (conditional uses), provided that, notwithstanding section 14-474(a) or any other provision of this Code, the planning authority shall be substituted for the board of appeals as the reviewing authority:

(1) Ground floor uses in the mandated pedestrian-oriented use area of the PAD overlay zone: Any use permitted in the B-3 and B-3b zone, provided that such uses shall meet the following conditions and standards:

a. The applicant can prove by competent evidence (including but not limited to reliable documentation of advertising, real estate brokerage efforts, and other sales mechanisms) that the space has been actively marketed for permitted uses in the PAD overlay zone for a period of six (6) months and that it has been unable to market the space for a permitted use in accordance with section 14-217(b) (1); and

i. For existing structures, evidence that the space has been actively marketed for permitted uses for a period of six (6) months and, in the case of new construction, evidence that the space has been actively marketed and available for use for a period of six (6) months; and

ii. Evidence of market, advertising, or real estate brokerage efforts to attract permitted uses.

b. The approval of any conditional use under this section shall be for the specific tenant proposed for the conditional use approval and shall not run with the space to subsequent tenants. A conditional use approval shall expire at the end of each tenant's use, and a new approval shall be required for new tenants. However, where a conditional use has been approved under this subsection and the term of the effected tenancy is five (5) years or less, the tenant may sublet the area for the approved conditional use which approval may run



City of Portland
GIS



DISCLAIMER : This is a product of the City of Portland MIS Department. The data depicted here have been developed with cooperation from other federal, state and local agencies. The City of Portland expressly disclaims responsibility for damages or liability that may arise from the use of this map.

Copyright 2007
City of Portland
389 Congress St.
Portland, Maine
04101

FAX



To: Paul Wreneck
 Fax Number: 772-2647
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- ② A letter explaining the new "owner" (as you explained to me on Friday)
- ③ Revised floor plans showing that the area within 20' of the street frontage meets the PAD

City of Portland, Maine
 Inspections Division Services
 389 Congress St Room 315 Portland Me 04101-3509

Phone: (207) 874-8703 or (207) 874-8693

Fax: (207) 874-8716

<http://www.portlandmaine.gov/>

Requirements, Right
 Now New Non-
 Compliant Cubicles
 are being put in that
 space - Marge

5-15-00

Previously

Received
5/15/00

To: Portland Planning Board

From: Oxford Networks, 511 Congress St

Subject: Plan to meet PAD requirements

1. 75% of the foyer space is dedicated to attracting into the business pedestrian traffic. This is being accomplished through non-window blocking display units describing our access services for communications.
2. The concept design is open and uses see through window walls to section off a walkin user classroom/conference room for internet and other types of training. The design offers us the ability to set up computers and a local area network to facilitate training or presentations.

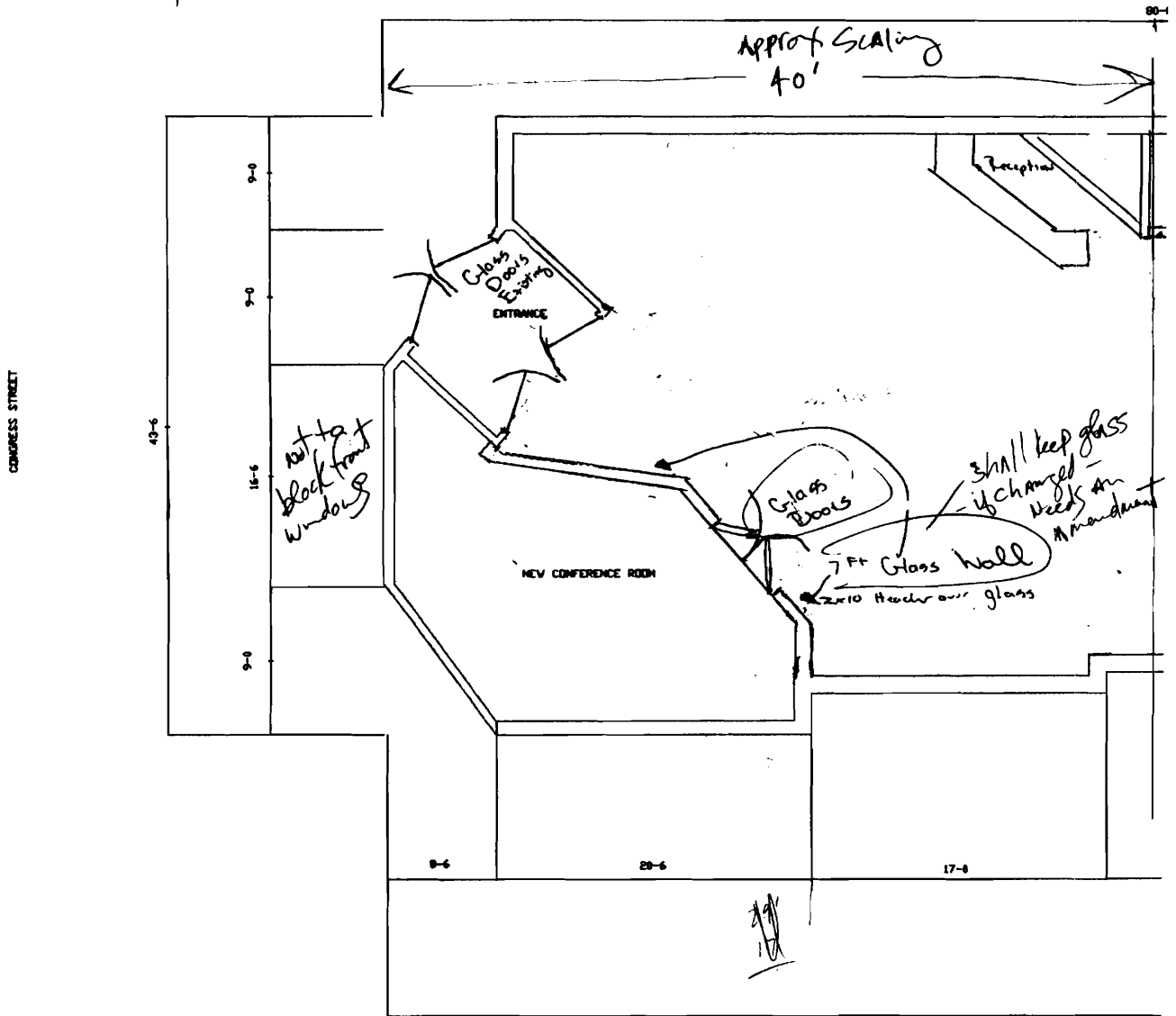
Regards

John Bassett
General Manager
Oxford Networks
207-462-3861

Scott Michaud
Operations Manager
Oxford Networks
207-462-4984

plans with permit # 2000-0481
 issues 5/15/00
 for Oxford Networks

Oxford
 511 Cor
 Planne



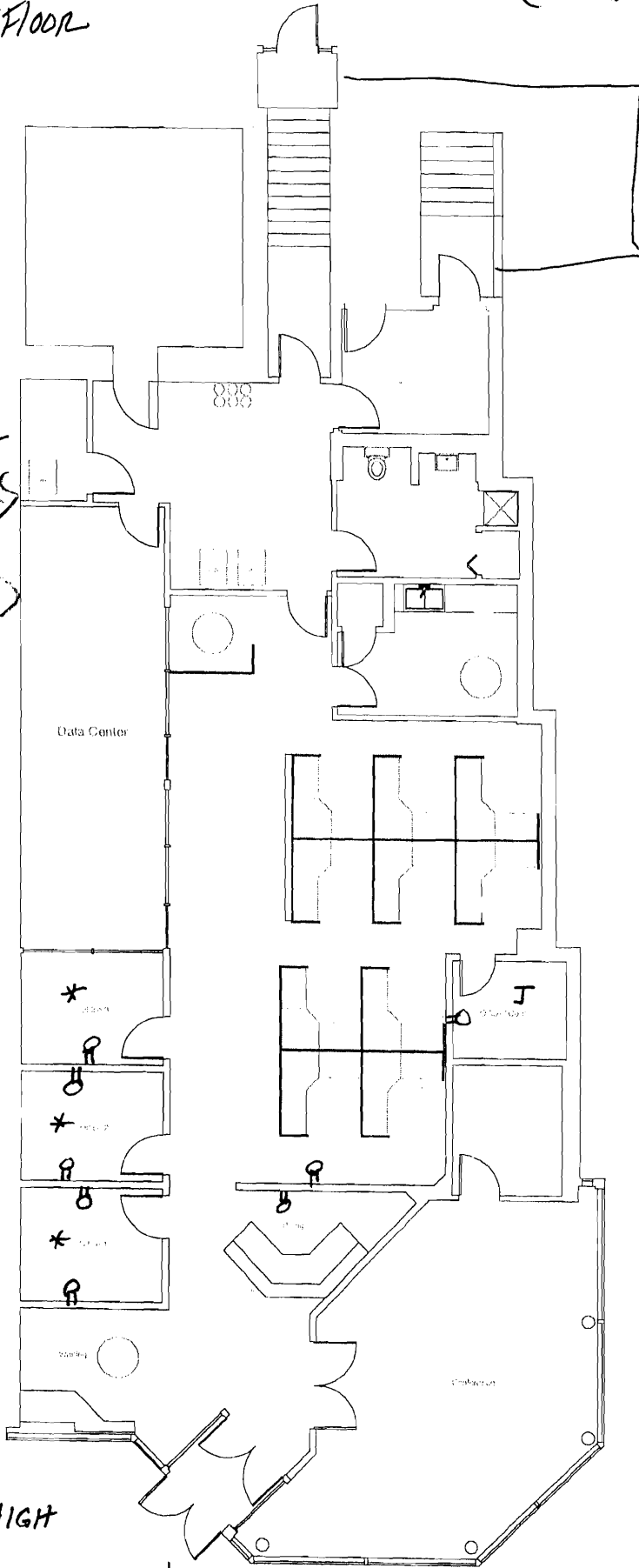
REVISION NOTES	DATE	INITIALS
DIR PLAN DWG- E4 APR 00		



511 CONGRESS
 SUITE 102, FIRST FLOOR
 Bldg PERMIT APP

current Submitted

2/7/08 - The
 right side of
 side wall per Eric -
 He will call below -
 & discuss - Not
 Apparently AIA
 use



EXITS TO
 BROWN ST /
 PARKING LOT

NEW WALLS

- 2x4 STEEL STUDS
- R-11 INSULATION
- 1/2" gwb

→ WALLS APPROX.
 HALF WAY TO
 CEILING 9' HIGH

→ WALLS NON-LOAD
 BEARING

⌚ = NEW RECEPTACLE

* : OFFICE 8'x11'

J : OFFICE 7'x8'

EXIT TO CONGRESS

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

Location of Construction: 511 Congress Street 1st Floor		Owner: October corp c/o Boulos Property Management Phone: 871-1290		Permit No: 000481
Owner Address: One Canal Plaza, 5th Floor Portland, ME 04101		Lessee/Buyer's Name: Oxford Networks Phone: N/A		Business Name: N/A
Contractor Name: Alex Castonguay		Address: 18 Boy Scout Pd, ME 04753 cell: 207-576-4068 (h) 207-897-6111		Permit Issued: MAY 15
Past Use: Vacant office space		Proposed Use: Internet Service Provider OFFICE SPACE / Public space		COST OF WORK: \$ 40,000
		FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		PERMIT FEE: \$ 264.00
Proposed Project Description: Office Fit Up		Signature: <i>[Signature]</i>		INSPECTION: Use Group: 3 Type: 23 Signature: <i>[Signature]</i>
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied Signature: <i>[Signature]</i> Date: <i>[Date]</i>		Zone: <i>B3</i> CBL: 037-D-002
Permit Taken By: UB		Date Applied For: 5-2-00		Zoning Approval: <i>OK with conditions</i> Special Zone or Reviews: <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"/>

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..

**Please Call Scott 462-4984
For Pick Up

**PERMIT ISSUED
WITH REQUIREMENTS**

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 provisions of the code(s) applicable to such permit

SIGNATURE OF APPLICANT	ADDRESS:	DATE: 5-2-00	PHONE:
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE			PHONE:

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

Zoning Appeal

Variance
 Miscellaneous
 Conditional Use
 Interpretation
 Approved
 Denied

Historic Preservation

Not in District or Landmark
 Does Not Require Review
 Requires Review

Action: *Any exterior changes shall require A*

Approved
 Approved with Conditions
 Denied *separate permit*

Date: *[Signature]*

**PERMIT ISSUED
WITH REQUIREMENTS**

CEG DISTRICT
ub

2

BUILDING PERMIT REPORT

DATE: 10 MAY 2009 ADDRESS: 35 Coyle Street CBL: 126-H-007

REASON FOR PERMIT: To Construct a Two story addition.

BUILDING OWNER: The Letalien's

PERMIT APPLICANT: CONTRACTOR Joe Gallant

USE GROUP: R-3 CONSTRUCTION TYPE: 5-0 CONSTRUCTION COST: \$52,000 PERMIT FEES: \$336.00

The City's Adopted Building Code (The BOCA National Building code/1999 with City Amendments)
The City's Adopted Mechanical Code (The BOCA National Mechanical Code/1993)

CONDITION(S) OF APPROVAL

This permit is being issued with the understanding that the following conditions are met: #1, #2, #3, #4, #5, #11, #13, #15, #19, #27, #29, #32, #33, #34, #36, #31

- 1. This permit does not excuse the applicant from meeting applicable State and Federal rules and laws.
2. Before concrete for foundation is placed, approvals from the Development Review Coordinator and Inspection Services must be obtained.
3. Foundation drain shall be placed around the perimeter of a foundation that consists of gravel or crushed stone containing not more than 10 percent material that passes through a No. 4 sieve.
4. Foundations anchors shall be a minimum of 1/2" in diameter, 7" into the foundation wall, minimum of 12" from corners of foundation and a maximum 6' O.C. between bolts.
5. Waterproofing and dampproofing shall be done in accordance with Section 1813.0 of the building code.
6. Precaution must be taken to protect concrete from freezing. Section 1908.0
7. It is strongly recommended that a registered land surveyor check all foundation forms before concrete is placed.
8. Private garages located beneath habitable rooms in occupancies in Use Group R-1, R-2, R-3 or I-1 shall be separated from adjacent interior spaces by fire partitions and floor/ceiling assembly which are constructed with not less than 1-hour fire resisting rating.
9. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code.
10. Sound transmission control in residential building shall be done in accordance with Chapter 12, Section 1214.0 of the City's Building Code.
11. Guardrails & Handrails: A guardrail system is a system of building components located near the open sides of elevated walking surfaces for the purpose of minimizing the possibility of an accidental fall from the walking surface to the lower level.
12. Headroom in habitable space is a minimum of 7'6". (Section 1204.0)
13. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 1/2" maximum rise. All other Use Group minimum 11" tread, 7" maximum rise. (Section 1014.0)
14. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6'8") 1014.4
15. Every sleeping room below the fourth story in buildings of Use Groups R and I-1 shall have at least one operable window or exterior door approved for emergency egress or rescue.
16. Each apartment shall have access to two (2) separate, remote and approved means of egress.
17. All vertical openings shall be enclosed with construction having a fire rating of at least one (1) hour, including fire doors with self closer's.
18. The boiler shall be protected by enclosing with (1) hour fire rated construction including fire doors and ceiling, or by providing automatic extinguishment. (Table 302.1.1)

5/19/00
15mm

THIS IS NOT A PERMIT/CONSTRUCTION CANNOT COMMENCE UNTIL THE PERMIT IS ISSUED

**Building or Use Permit Pre-Application
Attached Single Family Dwellings/Two-Family Dwelling
Multi-Family or Commercial Structures and Additions Thereto**

In the interest of processing your application in the quickest possible manner, please complete the Information below for a Building or Use Permit.

NOTEIf 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 (include Portion of Building): 511 Congress St.		
Total Square Footage of Proposed Structure: 3000 sq ft	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number Chart# 037 Block# D Lot# 002	Owner: October Corp c/o Boulos Property Management	Telephone#: 207-871-1290
Owner's Address: One Canal Plaza 5th Floor Portland, ME 04101	Lessee/Buyer's Name (If Applicable): Oxford Networks	Cost Of Work: \$40,000 \$264 Fee
Proposed Project Description: (Please be as specific as possible) Renovate existing office space. Remove walls around existing office in front of building and construct conference room. Relocate walls surrounding bathroom to make it handicap accessible. Relocate wall inside glass conf. room R+R carpet tile.		
Contractor's Name, Address & Telephone: Alex Castonguay - 14 Bagdad Rd Portland, ME 04103	office fit up Livermore Home 207-897-6111 Mobil 207-576-4068	Rec'd By
Current Use: Vacant	Proposed Use: Internet Service Provider	

1st floor

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code.

You must include the following with you application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

4) Building Plans

Unless exempted by State Law, construction documents must be designed by a registered design professional.

A complete set of construction drawings showing all of the following elements of construction:

- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review must be included.

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/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: 5/1/00
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**Building Permit Fee: \$30.00 for the 1st \$1000.00 cost plus \$6.00 per \$1,000.00 construction cost thereafter.
Additional Site review and related fees are attached on a separate addendum**

Please call Scott 462-4984 when ready



BOULOS
PROPERTY
MANAGEMENT

477 Congress Street
Portland, Maine 04101
(207) 772-0688
Fax: (207) 879-2510

May 2, 2000

City of Portland
Building Permits / Code Enforcement Department
389 Congress St.
Portland, Maine 04101

RE: Oxford Telecom Tenant Improvements
511 Congress Street, Portland, Maine

Dear Sir/Madam:

This letter is to confirm that Oxford TeleCom is a Tenant at 511 Congress Street and the Landlord has conditionally approved improvement work to their space pending their acquisition of all necessary permits, and licenses required by the State, City, and local ordinances.

Please do not hesitate to call me at 871-1290 with any questions.

Sincerely,

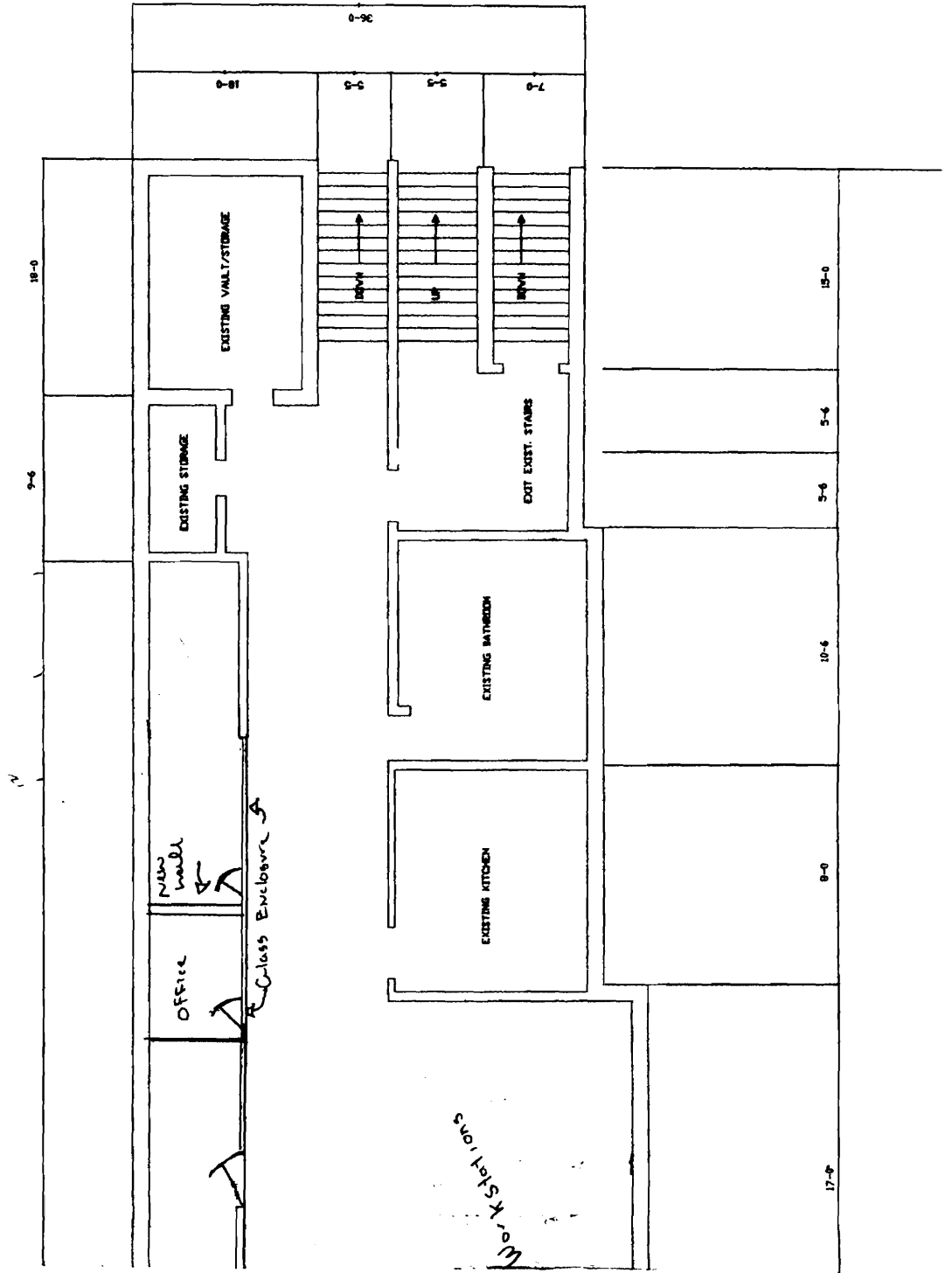


Amy R. Booth
Vice President



Networks
Glass St.

Renovations



THIS IS NOT A PERMIT/CONSTRUCTION CANNOT COMMENCE UNTIL THE PERMIT IS ISSUED

**Building or Use Permit Pre-Application
Attached Single Family Dwellings/Two-Family Dwelling
Multi-Family or Commercial Structures and Additions Thereto**

#500
OK TEL
SU

In the interest of processing your application in the quickest possible manner, please complete the Information below for a Building or Use Permit.

NOTEIf 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 (include Portion of Building): 511 Congress St. "KNOW MARRY" "purchase"		
Total Square Footage of Proposed Structure: 3000 sqft	Square Footage of Lot: Oxford Networks	
Tax Assessor's Chart, Block & Lot Number Chart# 37 Block# D Lot# 002	Owner: October Corp c/o Boulos Property Management	Telephone#: 207-871-1290
Owner's Address: One Canal Plaza 5th Floor Portland, ME 04101	Lessee/Buyer's Name (If Applicable): Oxford Networks	Cost Of Work: \$ 50K Fee: \$
Proposed Project Description: (Please be as specific as possible) Renovate existing office space. Remove walls around existing office in front of building and construct conference room. Relocate walls surrounding bathrooms to make it handicap accessible. Relocate wall inside glass conf. room RTR carpet & tile.		
Contractor's Name, Address & Telephone: Alex Castonguay		Home 207-897-6111 Rec'd By Mobil 207-576-4068
Current Use: Vacant	Proposed Use: Internet Service Provider	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code.

You must include the following with your application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

4) Building Plans

Unless exempted by State Law, construction documents must be designed by a registered design professional.

A complete set of construction drawings showing all of the following elements of construction:

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