

**DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK**  
**CITY OF PORTLAND**

Please Read  
Application And  
Notes, If Any,  
Attached

**BUILDING INSPECTION**

**PERMIT**

Permit Number: 080106

This is to certify that PLAZA ASSOCIATES AT CONGRESS SQUARE LP/Cole Walsh

has permission to Interior renovations 1st floor of retail business to place stairs to open storage space

AT 10 CONGRESS SQ PLZ

037 E003001

**PERMIT ISSUED**

APR - 7 2008

provided that the person or persons who apply for or accept 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 service is closed-in. 24 HOUR 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. Craig Cross

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

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

Other \_\_\_\_\_

Department Name

*Jamie Bouke* 4/7/08  
 Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

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

Permit No: 08-0106	Issue Date:	CBL: 037 E003001
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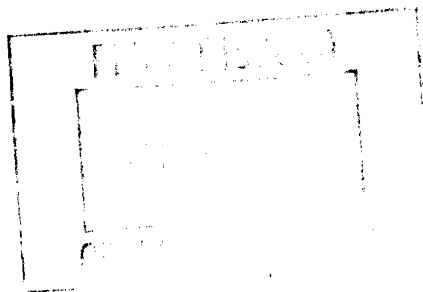
Location of Construction: 10 CONGRESS SQ PLZ	Owner Name: PLAZA ASSOCIATES AT CONG	Owner Address: 491 HUMPHREY ST	Phone:
Business Name: Good Cause Gifts	Contractor Name: Coley Walsh	Contractor Address: 908 ros Portland	Phone 632-2217 2077934068
Lessee/Buyer's Name Catherine Mcauley High School	Phone: 207-797-3802	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Commercial - Retail	Proposed Use: Commercial - Retail- Interior renovations 1st floor for retail business & replace stairs to open storage space "Good Cause Gifts"	Permit Fee: \$320.00	Cost of Work: \$30,000.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied see Conditions	INSPECTION: Use Group: MY6/R Type: 3B IBC-2003	

Proposed Project Description: Interior renovations 1st floor for retail business & replace stairs to open storage space	Signature: <i>Greg Carr</i>	Signature: <i>JMB 4/7/08</i>
PEDESTRIAN ACTIVITIES DISTRICT (PAD) <i>All areas within 20' of the sidewalk shall be maintained as PAD uses.</i>		
Action: <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: 2/20/08		

Permit Taken By: Idobson	Date Applied For: 02/06/2008	<b>Zoning Approval</b>
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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..	<b>Special Zone or Reviews</b> <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"/> Date: <i>3/22/08</i>	<b>Zoning Appeal</b> <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:	<b>Historic Preservation</b> <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 type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>requires SA</i>
	<i>Any exterior work requires SA</i> <i>Separate review and approval</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.

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

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

  
\_\_\_\_\_  
Date

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

  
\_\_\_\_\_  
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>12/18 FOREST AVE</u>		
Total Square Footage of Proposed Structure/Area <u>3000 ISF (REMB)</u>		Square Footage of Lot <u>DITO</u>
Tax Assessor's Chart, Block & Lot Chart# <u>37</u> Block# <u>E</u> Lot# <u>3</u>		Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>GOOD CAUSE GIFTS</u> Address <u>% EILEEN BROWN</u> <u>CATH. MCAULEY HIGH</u> City, State & Zip <u>PORTLAND, ME.</u>
Telephone:		
Lessee/DBA (If Applicable) <u>GOOD CAUSE GIFTS</u> <u>% EILEEN BROWN @</u> <u>MCAULEY HIGH</u> <u>797 3802 - X - 2018</u>		Owner (if different from Applicant) ? Name <u>PLAZA ASSOCS @</u> Address <u>CONGRESS LP - 202</u> <u>CONGRESS SQ. PLAZA</u> City, State & Zip <u>PORTLAND, ME</u>
Cost Of Work: \$ <u>30,000.</u>		C of O Fee: \$ <u>-</u>
Total Fee: \$ <u>395.</u>		
Current legal use (i.e. single family) <u>RETAIL - (UNINHABITED)</u>		
If vacant, what was the previous use? <u>DITO</u>		
Proposed Specific use: <u>RETAIL</u>		
Is property part of a subdivision? <u>NO</u> If yes, please name _____		
Project description: <u>REINF. CONC./BRCK STRUCT. - 5 FLOORS - STL COLS &amp; BBAM W/ CONC. FLOOR SLABS. - WORK WILL INCLUDE REMOVAL OF DEBRIS - ADD. NEW STAIR - ENCLOSE EXIST. CIRC. STAIR - NO WORK ON EXT. OF BLDG. - BSMT &amp; 1<sup>ST</sup> FLOOR ONLY!</u> Intern Renovations 1 <sup>st</sup> Floor		
Contractor's name: <u>COLEY WALSH</u>		
Address: <u>111 RIVERS EDGE DRIVE</u>		
City, State & Zip <u>PORTLAND, ME. 04102</u>		Telephone: <u>632.2217</u>
Who should we contact when the permit is ready: <u>COLEY WALSH</u>		Telephone: <u>632.2217</u>
Mailing address: <u>111 RIVERS EDGE DRIVE, PORT, ME 04102</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.

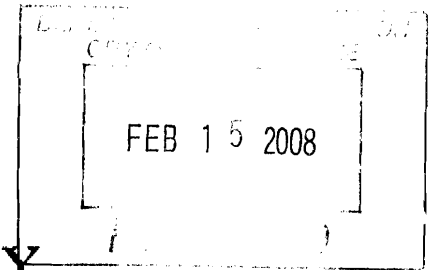
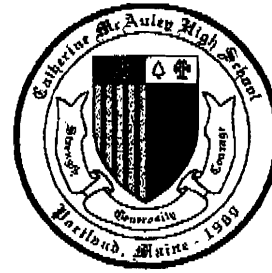
In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://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: John H. Lawrence

Date: 2/5/08

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



# CATHERINE MCAULEY High School

**TO:** Marge S.

**FROM:** Eileen Veroneau Brown, Director of Advancement  
Catherine McAuley High School  
631 Stevens Avenue  
Portland, ME 04103  
PH 207-797-3802 ext. 2018 FAX 207-878-4454  
ebrown@mcauleyhs.org

**DATE:** 2-15-08

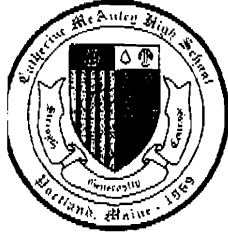
**RECEIVING FAX #:** ~~XXXXXXXXXXXX~~ 874-8716

**NUMBER OF SHEETS:** 2 (including cover)

**COMMENTS:**

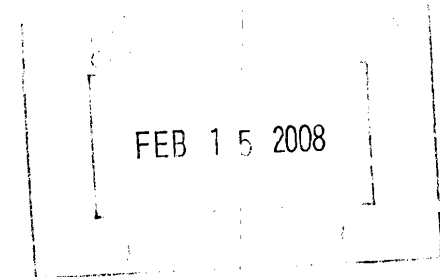
Please call with any questions regarding attached.

Thank you - have a great weekend,  
Eileen.



# CATHERINE MCAULEY High School

Where and with us, are the women of vision.



February 7, 2008

City of Portland, Maine  
Department of Building Inspections

RE: Permit Application for Good Cause Thrift Shop  
Address of Construction: 12/18 Forest Ave, Portland, ME

To Whom It May Concern:

This letter is to confirm that Unit 12 of above-mentioned property will be a Pad Zone area. There will be a twenty foot counter constructed in this unit for customer donation drop-offs.

It is my responsibility to oversee the operation of the Good Cause Thrift Shop therefore, should you have any questions or concerns regarding this information please do not hesitate to contact me at 207-797-3802, ext. 2018 or [ebrown@mcauleyhs.org](mailto:ebrown@mcauleyhs.org).

Kind regards,

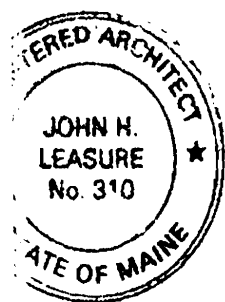
Eileen Veroneau Brown, CMHS '83  
Director of Advancement

OFFICE of ADVANCEMENT

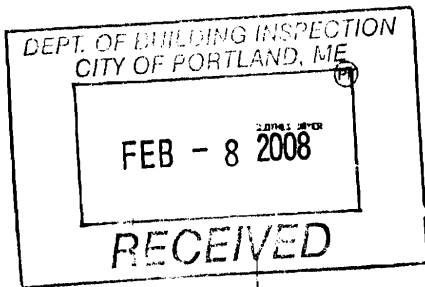
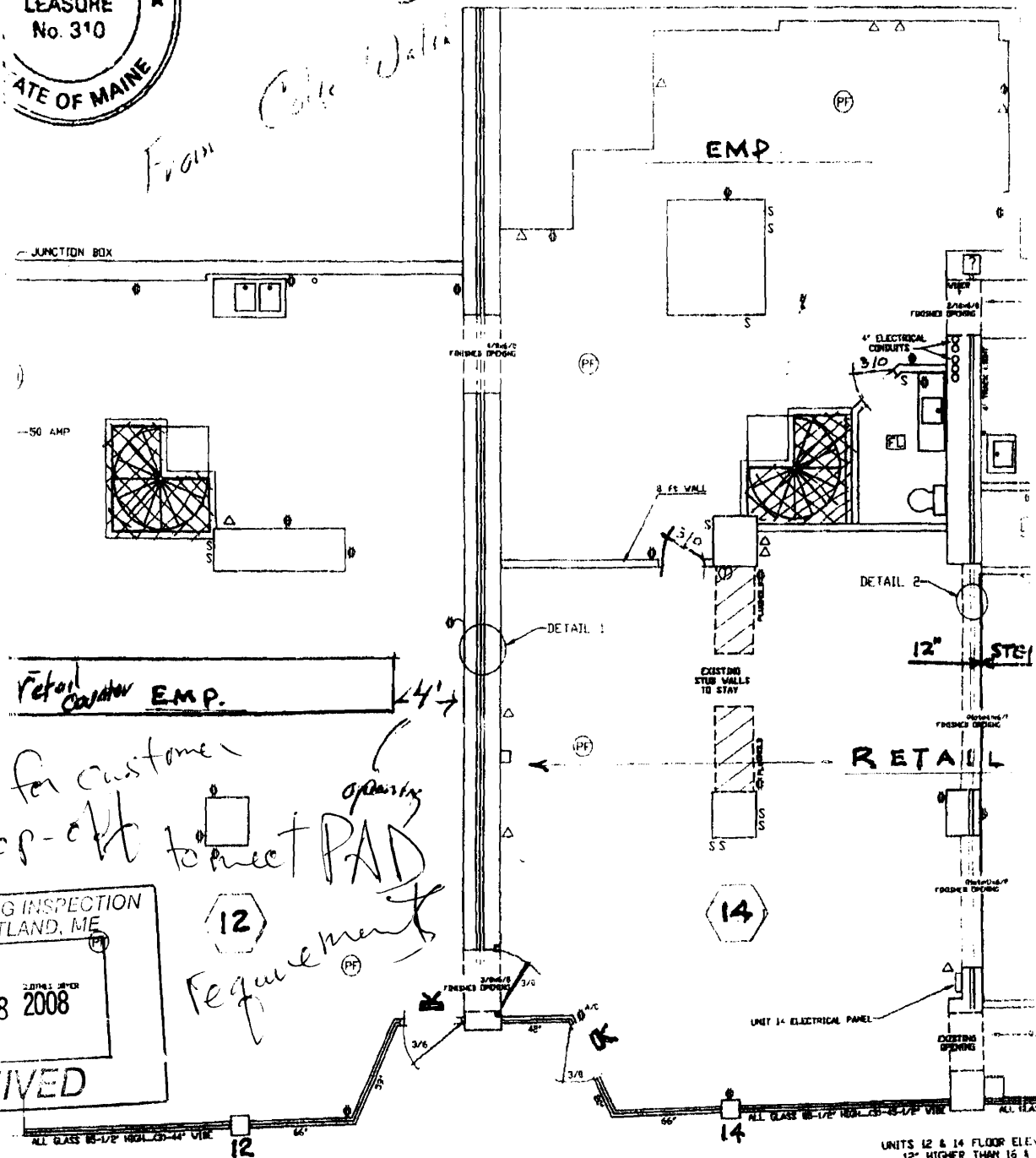
631 Stevens Avenue, Portland Maine 04103-2690 tel 207.797.3802 fax 207.878.4454 web [mcauleyhs.org](http://mcauleyhs.org)

ALL OPENINGS TO BE AS CLOSE AS PRACTICAL TO COLUMN BOXES

- 24" WALL - 5" CEMENT BLOCK WALL WITH 2x4 METAL STUD WALLS ON EITHER SIDE (OFF SPACER BRACKETTS)
- 12-1/2" WALL - 2-1/2" PLASTER/METAL LATH WALL WITH 2x4 METAL STUD WALLS ON EITHER SIDE (OFF SPACER BRACKETTS)
- NEW STAIRWAY IN UNIT 16 - ON SEPARATE SHEET



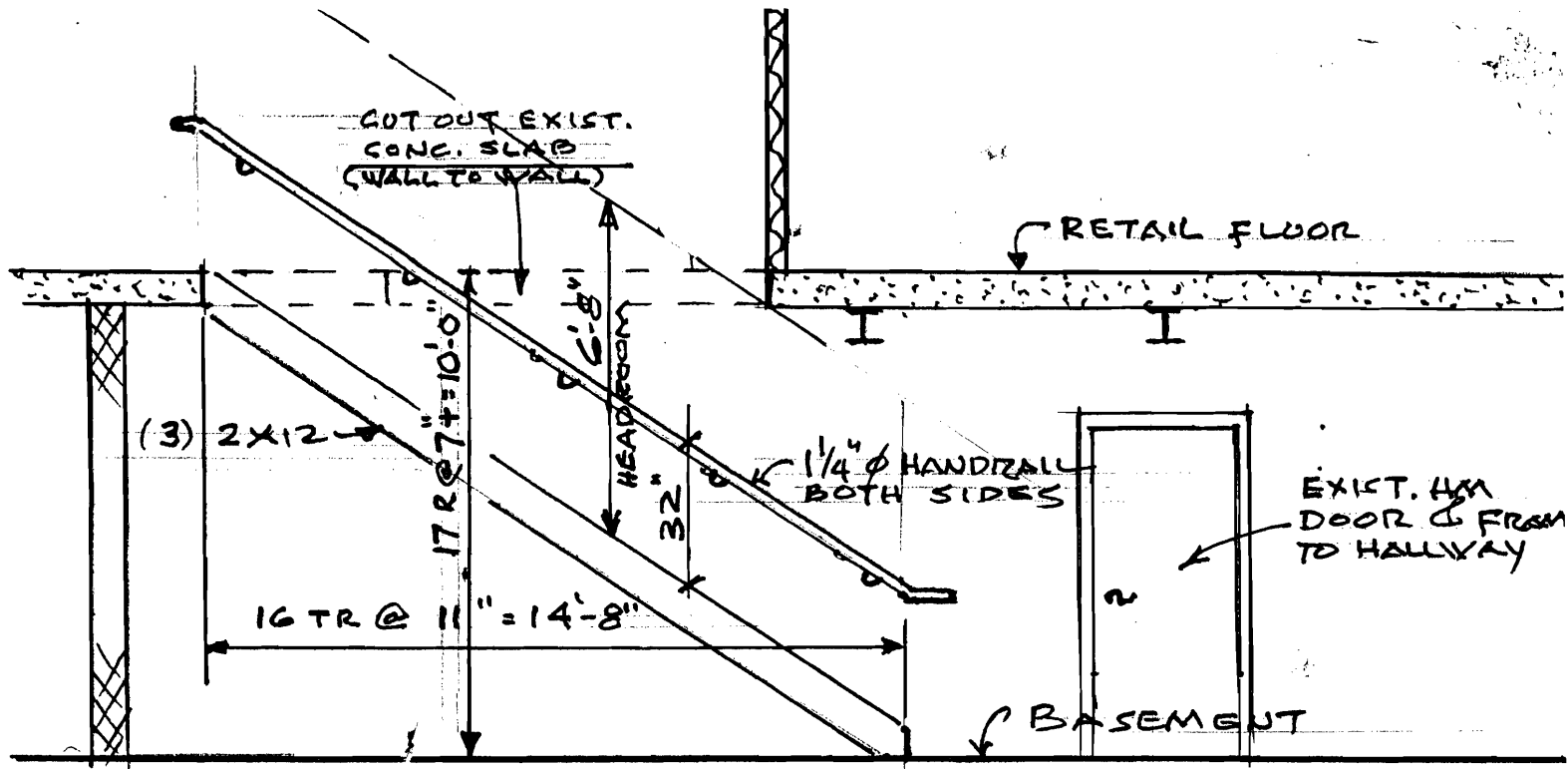
*2/11*  
*John H. Leasure*  
*Colby Walsh*  
*From*



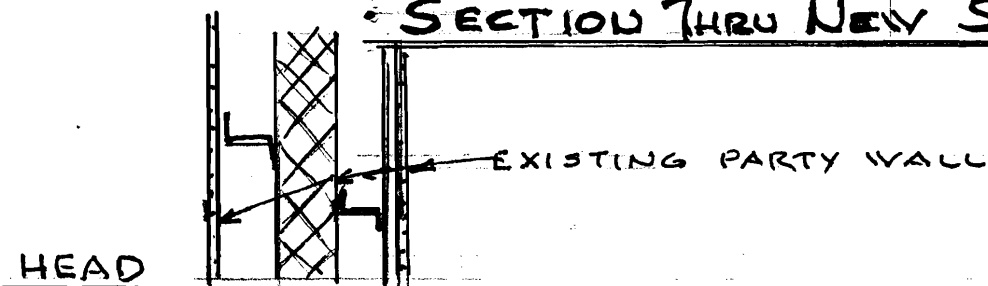
JOHN H. LEASURE ARCH'T, INC.  
 119 Q ST. SO. PORT, ME.  
 607.4600

OWNER:  
 CATH. M<sup>rs</sup>  
 HIGH-EI  
 G.C: COLBY WALSH - 632

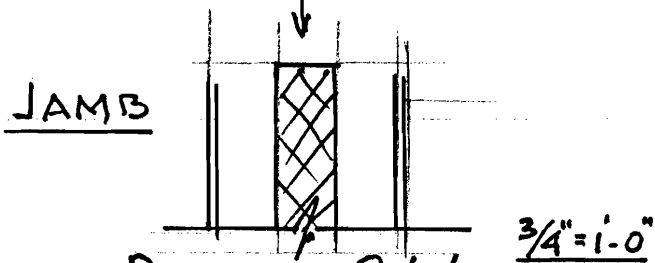
UNITS 12 & 14 FLOOR ELEV  
 12" HIGHER THAN 15 & 4



SECTION THRU NEW STAIR, 1/4" = 1'-0"

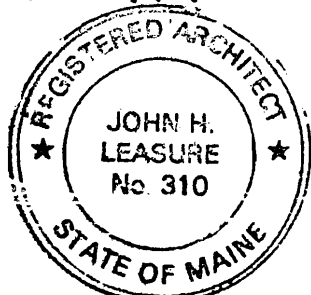


SEE ATTACHED SHEET (4) S1!



DETAIL OF OP'NG  
BETWEEN UNITS  
12 & 14 - AND  
14 & 16.

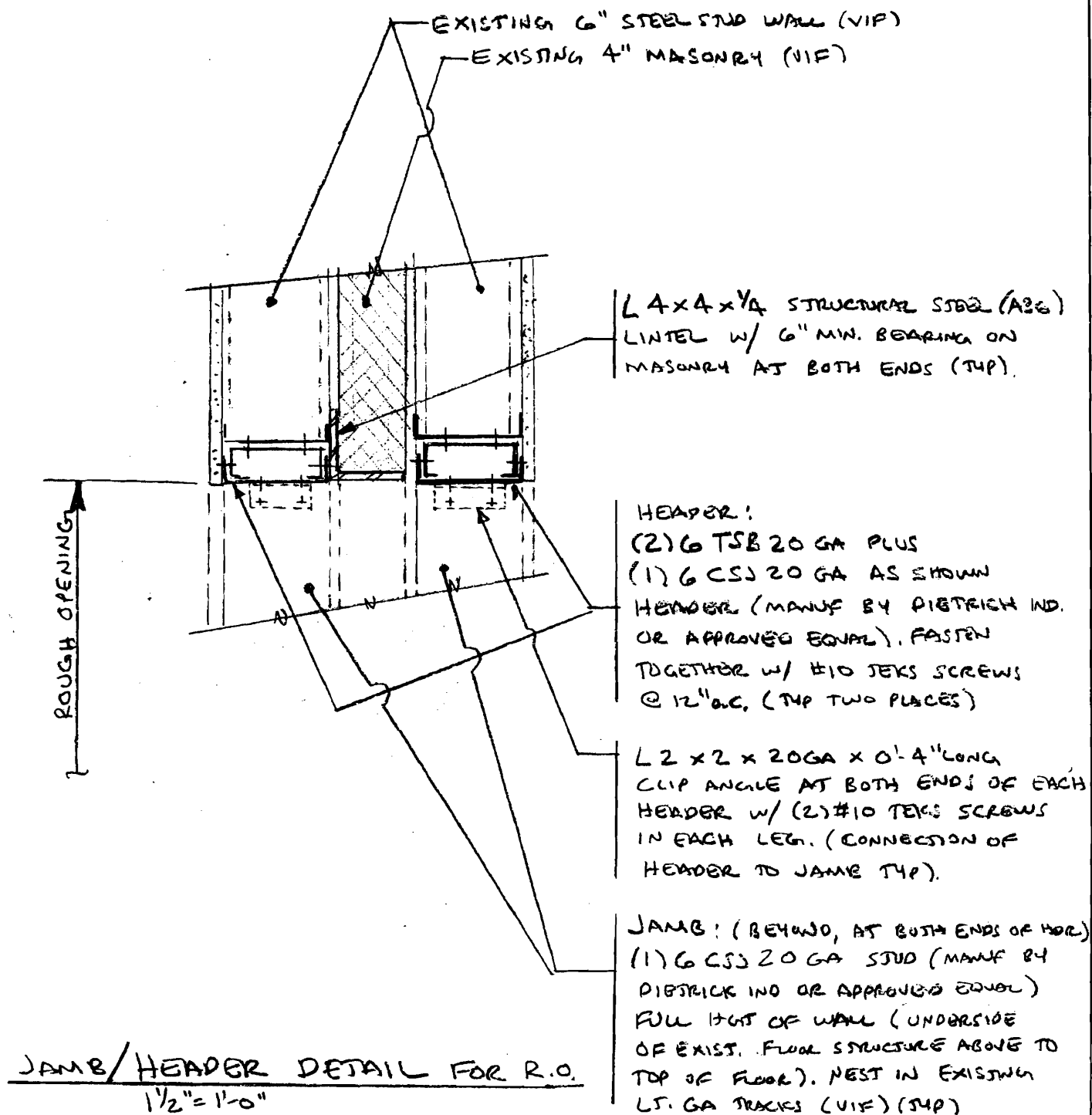
3/4" = 1'-0"



JOHN H. LEASURE  
ARCH'T, INC. 2/5/08

"GOOD CAUSE GIFT SHOP"  
FOREST AVE - PORTLAND,





designed by: JHL	<b>L&amp;L STRUCTURAL</b> ENGINEERING SERVICES 127 OLD BLUE POINT ROAD SCARBOROUGH, ME. 04074 PHONE: (207) 883-8243
drawn by: JHL	
checked by: MFL	
scale: 1/2" = 1'-0"	
date: 2/5/08	

**L & L STRUCTURAL**

ENGINEERING SERVICES, INC.

Six Q Street

South Portland, ME 04106

Phone: (207) 767-4830

Fax: (207) 799-5432

April 4, 2008

Eileen Brown  
**McCauley High School**  
631 Stevens Avenue  
Portland, Maine 04103

Subject: Good Cause Thrift Shop located at 12, 14, 16, 18 Forest Avenue, Portland, Maine

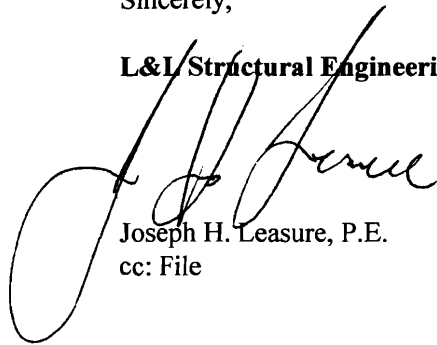
Dear Ms. Brown,

As per your request we have reviewed the structural framing on the drawings A1 through A4 prepared by John H. Leasure, Architect which included modifications prepared by John Quinn dated March 29, 2008 (Revised April 4, 2008) for the renovations to the proposed Good Cause Thrift Shop building located at 12, 14, 16, 18 Forest Avenue in Portland, Maine. The drawings included the structural modifications recommended by our office. Our analysis utilized the structural loading stipulated by the 2003 IBC International Building Code adopted by the City of Portland, Maine. In addition, our analysis considered the latest edition of the NDS National Design Specification for Wood Construction published by the National Forest Products Association and the latest edition of the Manual of Steel Construction published by the AISC American Institute of Steel Construction. The proposed structural design meets or exceeds the code stipulated design requirements, is acceptable to support the anticipated structural loading, and is in general compliance with our structural design concept.

If you have any questions, please do not hesitate to call.

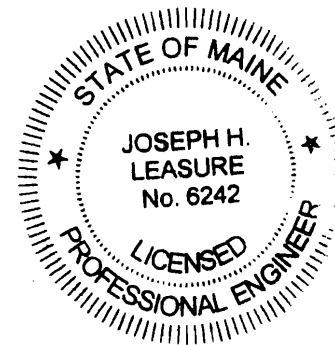
Sincerely,

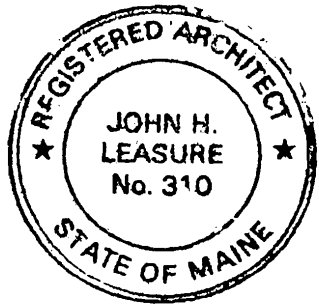
**L&L Structural Engineering Services, Inc.**



Joseph H. Leasure, P.E.  
cc: File

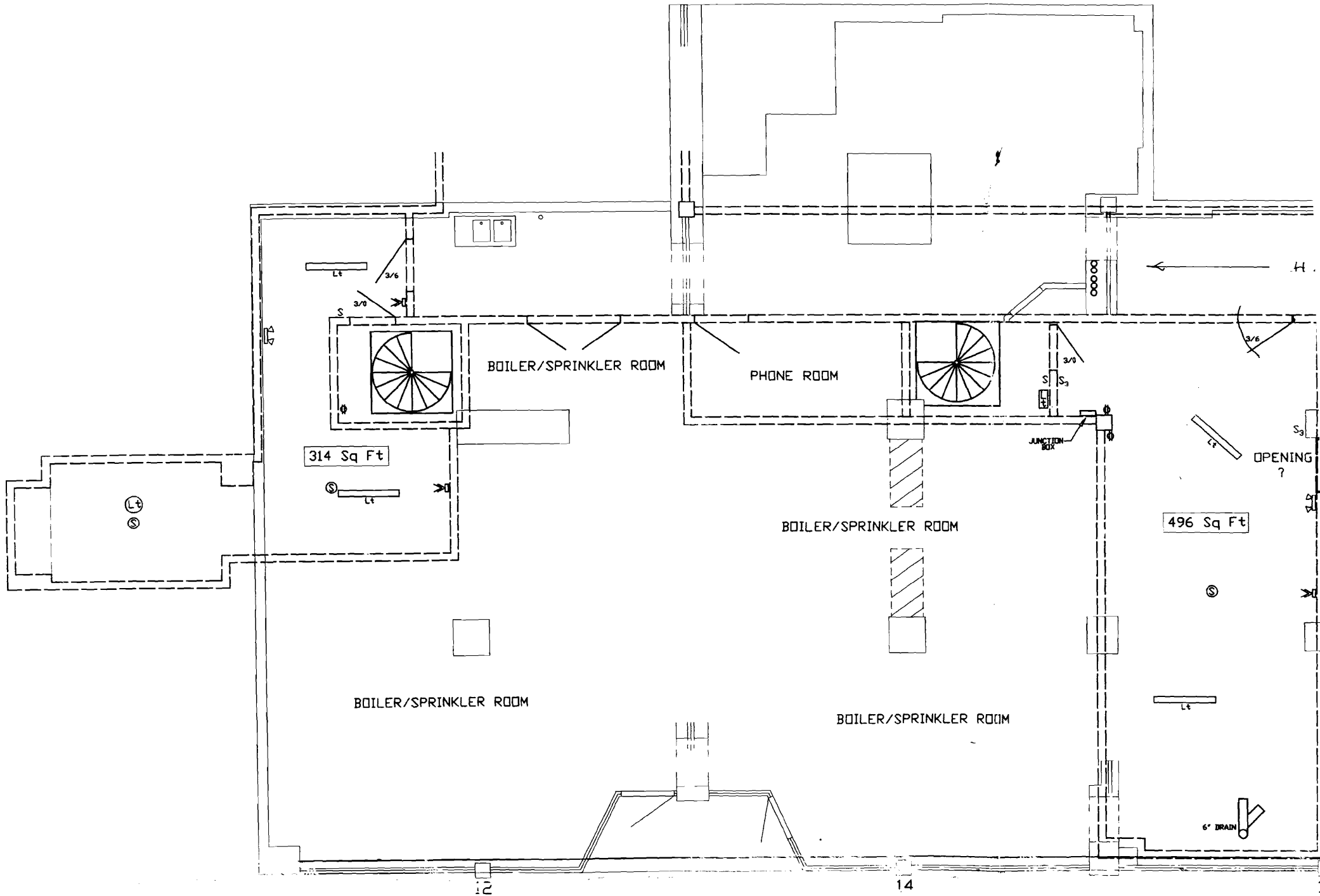
APR - 4 2008





# BASEMENT

FIRE/SAFETY EQUIPMENT  
& ELECTRICAL  
1-14-08



NOTES:

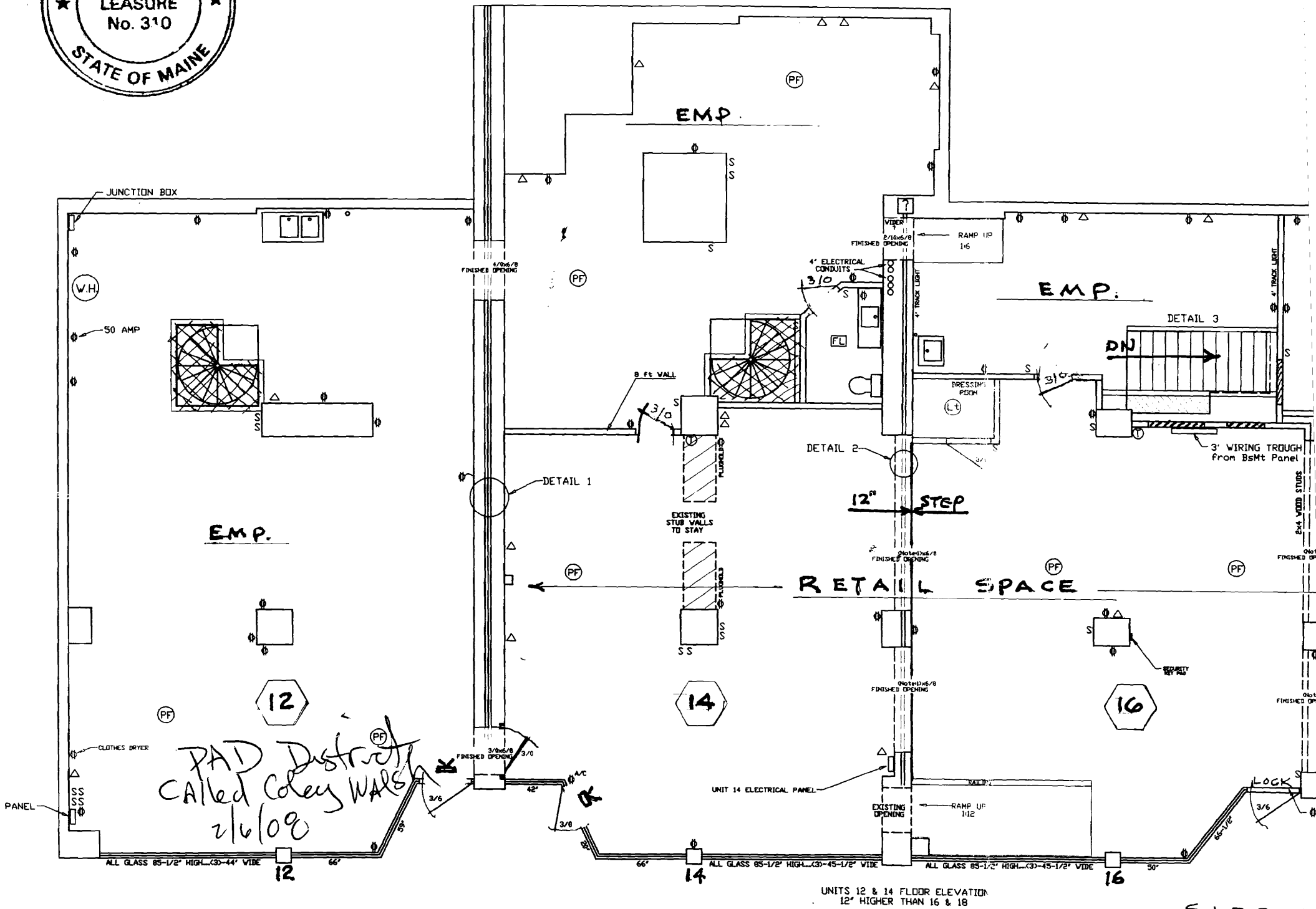
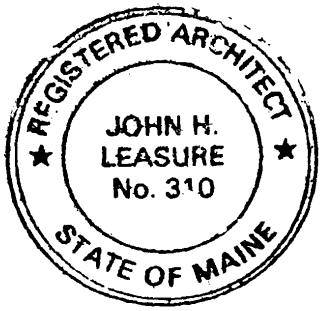
1. WIDTH OF OPENINGS TO BE AS CLOSE AS PRACTICAL TO COLUMN BOXES

DETAILS

1. 24' WALL - 5' CEMENT BLOCK WALL WITH 2x4 METAL STUD WALLS ON EITHER SIDE (OFF SPACER BRACKETTS)
2. 13-1/2' WALL - 2-1/2' PLASTER/METAL LATH WALL WITH 2x4 METAL STUD WALLS ON EITHER SIDE (OFF SPACER BRACKETTS)
3. NEW STAIRWAY IN UNIT 16 - ON SEPARATE SHEET

EXISTING & NE

1-14-08



UNITS 12 & 14 FLOOR ELEVATION  
12" HIGHER THAN 16 & 18

JOHN H. LEASURE ARCH'T, INC.  
SIX Q ST. So. PORT., ME.  
767.4600

OWNER:  
CATH. M<sup>r</sup>

G.C. COLBY WALSH - 632.2217

HIGH-EILEEN BROWN (BUS STO)  
797.3802 x-2018