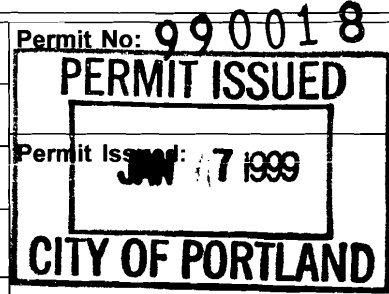


**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: 1000 Congress St, Portland, ME 04101		Owner: C. J. ...		Phone: 735-503-4117	
Owner Address: 1000 Congress St, Portland, ME 04101		Lessee/Buyer's Name: C. J. ...		Business Name:	
Contractor Name: ...		Address: 1000 Congress St, Portland, ME 04101		Phone: 735-5013	
Past Use: ...		Proposed Use: Multi-Unit		COST OF WORK: \$ 15,050	
				PERMIT FEE: \$ 90.00	
				FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	
				INSPECTION: Use Group: B Type: 3B DOC 496 Signature: <i>[Signature]</i>	
Proposed Project Description: ...				PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: Approved <input type="checkbox"/> Approved with Conditions: <input type="checkbox"/> Denied: <input type="checkbox"/> Signature: _____ Date: _____	
Permit Taken By: _____		Date Applied For: 1/31/99			



Zone: \_\_\_\_\_ CBL: \_\_\_\_\_

Zoning Approval: \_\_\_\_\_

**Special Zone or Reviews:**

Shoreland  
 Wetland  
 Flood Zone  
 Subdivision  
 Site Plan: maj  minor  mm

**Zoning Appeal**

Variance  
 Miscellaneous  
 Conditional Use  
 Interpretation  
 Approved  
 Denied

**Historic Preservation**

Not in District or Landmark  
 Does Not Require Review  
 Requires Review

**Action:**

Approved  
 Approved with Conditions  
 Denied

Date: \_\_\_\_\_

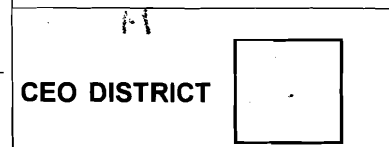
**PERMIT ISSUED WITH REQUIREMENTS**

**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: \_\_\_\_\_ PHONE: \_\_\_\_\_

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_



## BUILDING PERMIT REPORT

DATE: 6 Jan. 99 ADDRESS: 10 Congress Sq. Plaza 1<sup>st</sup> Fl. CBL 037-E-003  
REASON FOR PERMIT: To make interior renovations 1<sup>st</sup> Floor  
BUILDING OWNER: Caleb Foundation  
CONTRACTOR: Building ALTERNATIVE S  
PERMIT APPLICANT: ↑  
USE GROUP B BOCA 1996 CONSTRUCTION TYPE 3B

### CONDITION(S) OF APPROVAL

This Permit is being issued with the understanding that the following conditions are met:

Approved with the following conditions: X1, 17, 18, 19, 20, 24, 26, 30, 31, 33, 33

- ✓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. (A 24 hour notice is required prior to inspection)
- 2.5 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. The drain shall extend a minimum of 12 inches beyond the outside edge of the footing. The thickness shall be such that the bottom of the drain is not higher than the bottom of the base under the floor, and that the top of the drain is not less than 6 inches above the top of the footing. The top of the drain shall be covered with an approved filter membrane material. Where a drain tile or perforated pipe is used, the invert of the pipe or tile shall not be higher than the floor elevation. The top of joints or top of perforations shall be protected with an approved filter membrane material. The pipe or tile shall be placed on not less than 2" of gravel or crushed stone, and shall be covered with not less than 6" of the same material. Section 1813.5.2
- 2.6 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. ( Section 2305.17 )
3. Precaution must be taken to protect concrete from freezing. Section 1908.0
4. It is strongly recommended that a registered land surveyor check all foundation forms before concrete is placed. This is done to verify that the proper setbacks are maintained.
5. 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. Private garages attached side-by-side to rooms in the above occupancies shall be completely separated from the interior spaces and the attic area by means of 1/2 inch gypsum board or the equivalent applied to the garage means of 1/2 inch gypsum board or the equivalent applied to the garage side. (Chapter 4 Section 407.0 of the BOCA/1996)
6. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code. (The BOCA National Mechanical Code/1993). Chapter 12 & NFPA 211
7. Sound transmission control in residential building shall be done in accordance with Chapter 12 section 1214.0 of the city's building code.
8. 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. Minimum height all Use Groups 42", except Use Group R which is 36". In occupancies in Use Group A, B, H-4, I-1, I-2 M and R and public garages and open parking structures, open guards shall have balusters or be of solid material such that a sphere with a diameter of 4" cannot pass through any opening. Guards shall not have an ornamental pattern that would provide a ladder effect. (Handrails shall be a minimum of 34" but not more than 38". Use Group R-3 shall not be less than 30", but not more than 38".) Handrail grip size shall have a circular cross section with an outside diameter of at least 1 1/4" and not greater than 2". (Sections 1021 & 1022.0) - Handrails shall be on both sides of stairway. (Section 1014.7)
9. Headroom in habitable space is a minimum of 7'6". ( Section 1204.0 )
10. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 3/4" maximum rise. All other Use group minimum 11" tread. 7" maximum rise.( Section 1014.0 )
11. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6' 8") 1014.4
12. 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. The units must be operable from the inside without the use of special

**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.

**NOTE\*\*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 (include Portion of Building): <u>10 Congress Sq., PLZ</u>			
Total Square Footage of Proposed Structure <u>875</u>		Square Footage of Lot <u>1</u>	
Tax Assessor's Chart, Block & Lot Number Chart# <u>037</u> Block# <u>E</u> Lot# <u>003</u>		Owner: <u>Caleb Foundation</u>	Telephone#: <u>817-595-4665</u>
Owner's Address: <u>400 Humphrey St Swampscott, Ma. 01907</u>		Lessee/Buyer's Name (If Applicable) <u>10 Congress Square Portland</u>	Cost Of Work: <u>\$13,959</u> Fee <u>\$90</u>
Proposed Project Description:(Please be as specific as possible) <u>Renovate space for an Adult Computer Center 1st Fl.</u>			
Contractor's Name, Address & Telephone <u>775-0105 Building Alternatives</u>		<u>181 Brackett St Portland Me 04102</u>	Rec'd By <u>MW</u>
Current Use: <u>None</u>		Proposed Use: <u>Caleb Adult Center</u>	

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, Ventillation 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 professional.

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

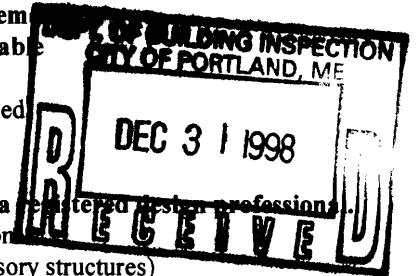
- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such 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: <u>[Signature]</u>	Date: <u>12/23/98</u>
--	-----------------------

Building Permit Fee: \$25.00 for the 1st \$1000.cost plus \$5.00 per \$1,000.00 construction cost thereafter.  
Additional Site review and related fees are attached on a separate addendum



# Contractor Agreement

THIS AGREEMENT made the 4<sup>th</sup> day of December, 1998 (year) by and between Building Alternatives, hereinafter called the Contractor and Caleb Adult Center Inc., hereinafter called the Owner, Portland West, 181 Brackett St., Portland, ME 04102

Witnesseth, that the Contractor and the Owner for the considerations named agree as follows:

## Article 1. Scope of the Work Attached

The Contractor shall furnish all of the materials and perform all of the work shown on the Drawings and/or described in the Specifications entitled Exhibit A, as annexed hereto as it pertains to work to be performed on property at 10 Congress Square, Portland, ME.

## Article 2: Time of Completion

The work to be performed under this Contract shall be commenced on or before 12/14/98 and shall be substantially completed on or before 2/26/99.

## Article 3. The Contract Price

The owner shall pay the Contractor for the material and labor to be performed under the Contract the sum of \_\_\_\_\_ Dollars (\$13,959), subject to additions and deductions pursuant to authorized change orders.

## Article 4. Progress Payments

Payments of the Contract Price shall be paid in the manner following: \$ 6,979.50 To Start  
Balance on Completion

## Article 5. General Provisions

Any alteration or deviation from the above specifications, including but not limited to any such alteration or deviation involving additional material and/or labor costs, will be executed only upon a written order for same, signed by Owner and Contractor, and if there is any charge for such alteration or deviation, the additional charge will be added to the contract price of this contract.

If payment is not made when due, Contractor may suspend work on the job until such time as all payments due have been made. A failure to make payment for a period in excess of 14 days from the due date of the payment shall be deemed a material breach of this contract.

In addition, the following general provisions apply:

1. All work shall be completed in a workman-like manner and in compliance with all building codes and other applicable laws.
2. To the extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work.
3. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractor and in all instances remain responsible for the proper completion of this Contract.
4. All change orders shall be in writing and signed both by Owner and Contractor, and shall be incorporated in, and become a part of the contract.
5. Contractor warrants it is adequately insured for injury to its employees and others incurring loss or injury as a result of the acts of Contractor or its employees or subcontractors.
6. Contractor agrees to remove debris and leave the premises in broom clean condition.
7. In the event Owner shall fail to pay any periodic or installment payment due hereunder, Contractor may cease work without breach pending payment or resolution of any dispute.

8. All disputes hereunder shall be resolved by binding arbitration in accordance with rules of the American Arbitration Association.
9. Contractor shall not be liable for any delay due to circumstances beyond its control including strikes, casualty or general unavailability of materials.

Signed this 10th day of Dec., (year) 1998

Signed in the presence of:

Linda Mackay  
Witness

Linda Mackay  
Witness

CALEB ADULT CENTER  
Name of Owner

Boldry Alternatives  
Name of Contractor

By: Mark Ewert  
Signature

By: [Signature]  
Signature

EXHIBIT A

Caleb Adult Center Inc.  
10 Congress Square  
Portland, Maine 04101

12/04/98

We propose to provide labor and materials for these renovations for the Community computer center.

- Building Alternatives will provide a construction manager ✓
- Install new A D A approved door to computer room, relocate existing door to new storage area. ✓
- Sheetrock and finish, prime and paint new walls. ✓
- Repair, prime and paint areas effected by construction. ✓
- A D A approved carpet in Information Center and Computer room. Allowance \$1200). ✓
- Electric. ✓
- Plumbing and Heating. ✓
- Computer Station (25'). ✓
- Demo Brick wall for A D A approved firedoor. Per Plans ✓
- Install new A D A approved firedoor. ✓
- A D A approved ramp. Per Plans ✓
- A D A approved bathroom (hardware included). ✓

The above work will be performed in accordance with all drawings and specifications and will be completed in a substantial workmanlike manner for the sum of \$13,959.

Any alteration or deviation from the original specifications, involving extra costs, will be executed only by written request, and will become an extra charge over and above the original estimate.

Respectfully submitted,

Bill Churchill

Building Alternatives  
Attn.: Mr. Bill Churchill  
14 Sherman St.  
Portland, Me  
04102

April 27, 1998

## PROPOSAL/Revised

This proposal is for the supply and installation of one handicapped accessible bathroom along with one Rinnai 506 ventless gas heater and 22' of Haydon baseboard. The work is to be completed in the vacant retail space at 10 Congress Square Plaza. All work to be completed in a timely and professional manner by licensed technicians.

**Bathroom:** Pine State will supply and install one ADA approved toilet and one ADA approved wall hung lavatory. The installation will include all piping and incidental materials.

- \*Gerber 17x19 "Plymouth" wall hung Lavatory
- \*Offset grid drain & blade handled faucet.
- \*Mansfield 137-160 ADA approved toilet.
- \*White Olsonite seat
- \*All PVC and copper "L" piping

**Heat:** Pine State will supply and install a Rinnai natural gas heating system with all necessary gas piping. We will also install approximately 22' of Haydon 1000 Superheat baseboard along the front of the unit below the windows.

- \*Rinnai 506 natural gas ventless fan assisted heater
- \*All gas piping
- \*Supply and install 22' of Haydon baseboard.

~~TERMS AND CONDITIONS~~  
Payment is as follows: 30% upon signed contract, 30% upon delivery of equipment, and 40% upon approved completion of work.

The above proposal, terms and conditions are satisfactory and hereby accepted. Pine State Plumbing & Heating is authorized to do the work as specified.

  
Proposed By: \_\_\_\_\_  
James Marcisso

Date: 4-27-98

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

**SUDDEN SERVICE** 



P.O. BOX 289  
 CAPE COTTAGE BRANCH  
 CAPE ELIZABETH, ME 04107

PAGE  
 7581628  
 799-8489

# PROPOSAL

PAGE NO. 1 OF 1 PAGES

RUSS DIONNE

TO: The  
 10 Congress Square Plaza  
 Portland, Maine 04101

PHONE 775-2440	DATE 10/6/97
JOB NAME / LOCATION Forest Ave. Store front.	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

- Electrical renovations.
- Extend main service cables for relocation of distribution panel.
- Install j-box over ceiling and reconnect all existing circuits.
- Remove existing ceiling heaters.
- Install (3) new paddle fans with speed controls.
- Relamp existing light fixtures.

Material & Labor

**WE PROPOSE** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:  
 Two Thousand Two Hundred Eighty and 00/100 Dollars dollars (\$) ~~2000~~

Payment to be made as follows:  
 Net. 30

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

Authorized Signature 

Note: This proposal may be withdrawn by us if not accepted within **30** days.

**ACCEPTANCE OF PROPOSAL** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_