

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

## BUILDING INSPECTION PERMIT

Please Read Application And Notes, If Any, Attached

PERMIT ISSUED  
JUN 30 2005  
Permit Number: 060886  
CITY OF PORTLAND

This is to certify that \_\_\_\_\_  
has permission to 477 CONGRESS LLC / CM LLC  
AT Renovate existing vacant space on 7th floor for offices

provided that the person or persons in charge of the work 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 service is 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. \_\_\_\_\_  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

*[Handwritten Signature]*  
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:<br>06-0886 | Issue Date:<br><b>PERMIT ISSUED</b><br>JUN 30 2006 | CBL:<br>037 F022001 |
|-----------------------|--|---------------------|

|  |                                 |  |                      |
|--|---------------------------------|--|----------------------|
| Location of Construction:<br>477 CONGRESS ST | Owner Name:<br>477 CONGRESS LLC | Owner Address:<br>477 CONGRESS ST                        | Phone:<br>           |
| Business Name:                               | Contractor Name:<br>CMCS LLC    | Contractor Address:<br>1208 River Rd<br>CITY OF PORTLAND | Phone:<br>2078416184 |
| Lessee/Buyer's Name                          | Phone:                          | Permit Type:<br>Alterations - Commercial                 | Zone:<br>B-3         |

|                         |   |                           |                               |                    |
|-------------------------|---|---------------------------|-------------------------------|--------------------|
| Past Use:<br>Commercial | Proposed Use:<br>Commercial renovate existing vacant space on 7th floor for offices | Permit Fee:<br>\$1,281.00 | Cost of Work:<br>\$140,000.00 | CEO District:<br>1 |
|-------------------------|---|---------------------------|-------------------------------|--------------------|

|  |   |  |
|--|---|--|
| Proposed Project Description:<br>Renovate existing vacant space on 7th floor for offices | FIRE DEPT:<br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied | INSPECTION:<br>Use Group: 3<br>Type: 2A<br>6/30/06 |
|  | Signature: <i>cc, Case</i>  | Signature: <i>Alan King</i>                        |

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action:  Approved  Approved w/Conditions  Denied

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

|                             |                                 |                        |
|-----------------------------|---------------------------------|------------------------|
| Permit Taken By:<br>dmartin | Date Applied For:<br>06/14/2006 | <b>Zoning Approval</b> |
|-----------------------------|---------------------------------|------------------------|

| Special Zone or Reviews  | Zoning Appeal                            | Historic Preservation                                |
|--|--|--|
| <input type="checkbox"/> Shoreland   | <input type="checkbox"/> Variance        | <input type="checkbox"/> Not in District or Landmark |
| <input type="checkbox"/> Wetland   | <input type="checkbox"/> Miscellaneous   | <input type="checkbox"/> Does Not Require Review     |
| <input type="checkbox"/> Flood Zone  | <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Requires Review             |
| <input type="checkbox"/> Subdivision   | <input type="checkbox"/> Interpretation  | <input type="checkbox"/> Approved                    |
| <input type="checkbox"/> Site Plan   | <input type="checkbox"/> Approved        | <input type="checkbox"/> Approved w/Conditions       |
| Maj <input type="checkbox"/> Minor <input type="checkbox"/> Mvt <input type="checkbox"/> | <input type="checkbox"/> Denied          | <input type="checkbox"/> Denied                      |
| Date: <i>6/22/06</i>   | Date: _____                              | Date: <i>work required</i>                           |

*A separate review and approval*

**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

**City of Portland, Maine - Building or Use Permit**

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

|                              |  |                            |
|------------------------------|--|----------------------------|
| <b>Permit No:</b><br>06-0886 | <b>Date Applied For:</b><br>06/14/2006 | <b>CBL:</b><br>037 F022001 |
|------------------------------|--|----------------------------|

|   |  |   |                                |
|---|--|---|--------------------------------|
| <b>Location of Construction:</b><br>477 CONGRESS ST | <b>Owner Name:</b><br>477 CONGRESS LLC | <b>Owner Address:</b><br>477 CONGRESS ST            | <b>Phone:</b>                  |
| <b>Business Name:</b>                               | <b>Contractor Name:</b><br>CMCS LLC    | <b>Contractor Address:</b><br>1208 River Rd Clinton | <b>Phone</b><br>(207) 841-6184 |
| <b>Lessee/Buyer's Name</b>                          | <b>Phone:</b>                          | <b>Permit Type:</b><br>Alterations - Commercial     |                                |

|  |   |
|--|---|
| <b>Proposed Use:</b><br>Commercial renovate existing vacant space on 7th floor for offices | <b>Proposed Project Description:</b><br>Renovate existing vacant space on 7th floor for offices |
|--|---|

|                                     |
|-------------------------------------|
| <input checked="" type="checkbox"/> |
|-------------------------------------|



# 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>477 Congress St. 7th floor</u>   |   |   |
| Total Square Footage of Proposed Structure<br><u>5,900</u>  | Square Footage of Lot<br><u>N/A</u>   |   |
| Tax Assessor's Chart, Block & Lot<br>Chart# <u>037</u> Block# <u>F022</u> Lot#  | Owner:<br><u>477 Congress LLC</u>   | Telephone:  |
| Lessee/Buyer's Name (If Applicable)<br><u>Compass Health Analytics</u>  | Applicant name, address & telephone:<br><u>CMCS, LLC</u><br><u>1208 River Road</u><br><u>Clinton, ME 04927</u><br><u>(207) 841-6184</u> | Cost Of Work: \$ <u>140,000</u><br>Fee: \$ <u>1,281.00</u><br>Cost of Fee: \$ |
| Current Specific use: <u>Vacant Commercial</u><br>If vacant, what was the previous use? <u>office space</u><br>Proposed Specific use: <u>office space</u> |   |   |
| Project description: <u>Renovate existing vacant space into office use.</u>   |   |   |

Contractor's name, address & telephone: CMCS, LLC

Who should we contact when the permit is ready: Ken Norton

Mailing address:

1208 River Road  
Clinton, ME 04927

Phone: (207) 841-6184



Please submit all of the information outlined in the Commercial Application 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 visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8705.

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:

Ken Norton

Date:

5/12/06

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



CITY OF PORTLAND  
BUILDING CODE CERTIFICATE  
389 Congress St., Room 315  
Portland, Maine 04101

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

FROM: Janet Hansen

RE: Certificate of Design

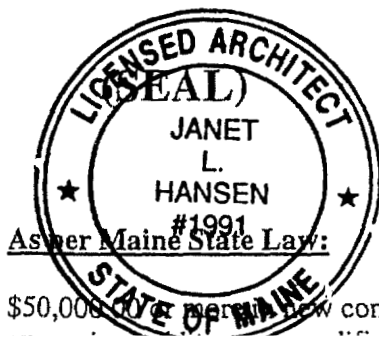
DATE: 6/2/06

These plans and / or specifications covering construction work on:

Renovations to the 7<sup>th</sup> Floor of 477 Congress Street

for Compass Consulting

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the **2003 International Building Code** and local amendments.



As per Maine State Law:

\$50,000 or more per year for new construction or repair

Building or Structures, shall be prepared by a registered design Professional.

Signature: Janet L. Hansen

Title: Architect

Firm: JLRT

Address: 144 Fore Street

Portland, Me 04101

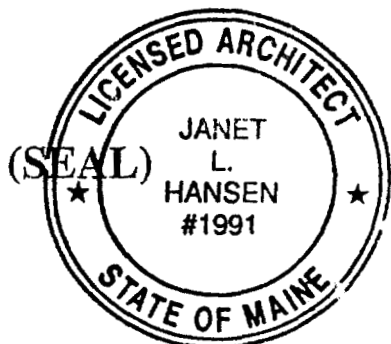


CITY OF PORTLAND  
BUILDING CODE CERTIFICATE  
389 Congress St., Room 315  
Portland, Maine 04101

ACCESSIBILITY CERTIFICATE

Designer: Janet Hansen  
Address of Project: 7<sup>th</sup> Floor, 477 Congress Street  
Nature of Project: Renovation of full floor including  
restrooms

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act.



Signature: Janet L. Hansen  
Title: Architect  
Firm: SMRT  
Address: 44 For Street  
Portland, Maine, 04101  
Phone: 207-772-3846x805

FROM DESIGNER: Janet Hansen  
 DATE: 6/2/06  
 Job Name: Compass Consulting  
 Address of Construction: 7<sup>th</sup> Floor, 477 Congress Street

**2003 International Building Code**

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

Building Code and Year IBC-2003 Use Group Classification(s) Business

Type of Construction \_\_\_\_\_

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC Yes (Floor is being sprinklered)  
 Is the Structure mixed use? No if yes, separated or non **separated** (see Section 302.3) \_\_\_\_\_  
 Supervisory **alarm system**? \_\_\_\_\_ Geotechnical/Soils report required? [ See Section 1802.2) N/A Entire not

|   |  |       |  |
|---|--|-------|--|
| <b>STRUCTURAL DESIGN CALCULATIONS</b>                   |  | _____ | Live load reduction (1603.1.1, 1607.9, 1607.10)  |
| <u>N/A</u>  | Submitted for all structural members (106.1, 106.1.1)                      | _____ | Roof live loads (1603.1.2, 1607.11)  |
| <u>Existing bldg. - no structural changes</u>           |  | _____ | Roof snow loads (1603.1.3, 1608)   |
| <u>EXISTING BLDG. - NO CONSTRUCTION DOCUMENTS</u>       |  | _____ | Ground snow load, $P_g$ (1608.2)   |
| Uniformly distributed floor live loads (1603.1.1, 1607) |  | _____ | If $P_g \geq 10$ psf, flat-roof snow load, $P_f$ (1608.3)  |
| Floor Area Use  | Loads Shown  | _____ | If $P_g > 10$ psf, snow exposure factor, $C_e$ (Table 1608.3.1)                                      |
| _____   | _____  | _____ | If $P_g > 10$ psf, snow load importance factor, $I_s$ (Table 1604.5)                                 |
| _____   | _____  | _____ | Roof thermal factor, $C_t$ (Table 1608.3.2)  |
| _____   | _____  | _____ | Sloped roof snowload, $P_s$ (1608.4)   |
| _____   | _____  | _____ | Seismic design category (1616.3)   |
| Wind loads (1603.1.4, 1600)                             | _____  | _____ | Basic seismic force-resisting system (Table 1617.6.2)  |
| _____   | Design option utilized (1609.1.1, 1609.6)                                  | _____ | Response modification coefficient, $R$ , and deflection amplification factor, $C_d$ (Table 1617.6.2) |
| _____   | Basic wind speed (1609.3)  | _____ | Analysis procedure (1616.6, 1617.5)  |
| _____   | Building category and wind importance factor, $I_w$ (Table 1604.5, 1609.5) | _____ | Design base shear (1617.4, 1617.5.1)   |
| _____   | Wind exposure category (1609.4)  | _____ | Flood loads (1603.1.6, 1612)   |
| _____   | Internal pressure coefficient (ASCE 7)                                     | _____ | Flood hazard area (1612.3)   |
| _____   | Component and cladding pressures (1609.1.1, 1609.6.2.2)                    | _____ | Elevation of structure   |
| _____   | Main force wind pressures (1609.1.f, 1609.6.2.1)                           | _____ | Other loads  |
| Earthquake design data (1603.1.5, 1614-1623)            | _____  | _____ | Concentrated loads (1607.4)  |
| _____   | Design option utilized (1614.i)  | _____ | Partition loads (1607.5)   |
| _____   | Seismic use group ("Category") (Table 1604.5, 1618.2)                      | _____ | Impact loads (1607.8)  |
| _____   | Spectral response coefficients, $S_{DS}$ & $S_{DI}$ (1615.f)               | _____ | Misc. loads (Table 1607.6, 1607.8.1, 1607.7, 1607.12, 1607.13, 1610, 1611, 2404)                     |
| _____   | Site class (1615.1.5)  | _____ |  |



# Commercial Interior & Change of Use Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

## **One (1) complete set of construction drawings must include:**

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, W A C equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IECC 2003
- Proof of ownership is required if it is inconsistent with the assessors records.
- Reduced plans or electronic files in PDF format are required if originals are **larger** than 11" x 17".

Separate permits are required for internal and external plumbing, HVAC & electrical installations.

## **For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:**

- The shape and dimension of the lot, footprint of the proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.**

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 visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$9.00 per additional \$1000.00 cost

**This is not a Permit; you may not commence any work until the Permit is issued.**