

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that TERBAX REALTY INC

Located At 562 CONGRESS ST

Job ID: 2012-02-3369-ALTCOMM

CBL: 037- G-014-001

has permission to Renovate a portion of 3rd fl office space, Diversified Communications, glazed wall panels provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

Fire Prevention Officer

[Signature] 3/13/12

Code Enforcement Officer / Plan Reviewer

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2012-02-3369-ALTCOMM	Date Applied: 2/23/2012	CBL: 037- G-014-001	
Location of Construction: 562 CONGRESS ST	Owner Name: TERBAX REALTY INC.	Owner Address: 5 MILK ST PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name: Wright-Ryan Construction Inc.	Contractor Address: 10 Danforth St., Portland, ME 04101	Phone: 773-3625
Lessee/Buyer's Name: Diversified Communications	Phone: 842-5422	Permit Type: BLDG alterations	Zone: B-3
Past Use: 1 st floor retail with offices above	Proposed Use: Same: 1 st floor retail with offices above – to make tenant improvements to 3 rd floor offices.	Cost of Work: \$101,000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: B Type: 3 IBL 2009 Signature: JMB
Proposed Project Description: Tenant improvements on the 3rd floor.		Pedestrian Activities District (P.A.D.) 3/13/12	
Permit Taken By: Gayle		Zoning Approval	

<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	<p>Special Zone or Reviews</p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetlands</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>___ Maj ___ Min ___ MM Date: 2/24/12</p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p>Historic Preservation <i>within</i></p> <p><input type="checkbox"/> Not in Dist or Landmark</p> <p><input type="checkbox"/> Does not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: Any exterior work requires a separate Review & Approval</p>
	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 appication 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)

or email: buildinginspections@portlandmaine.gov

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

Close In Elec/Plmb/Frame prior to insulate or gyp

Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Acting Director of Planning and Urban Development
Gregory Mitchell

Job ID: 2012-02-3369-ALTCOMM

Located At: 562 CONGRESS ST

CBL: 037- G-014-001

Conditions of Approval:

Fire

1. All construction shall comply with City Code Chapter 10.
2. Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit and on the same circuit as the lighting for the area they serve.
3. Fire extinguishers are required. Installation per NFPA 10.
4. The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.
5. A separate Fire Alarm Permit is required for new systems; or for work effecting more than 5 fire alarm devices; or replacement of a fire alarm panel with a different model.
6. A separate Suppression System Permit is required for all new suppression systems or sprinkler work effecting more than 20 heads.
7. Sprinkler protection shall be maintained. Where the system is to be shut down for maintenance or repair, the system shall be checked at the end of each day to insure the system has been placed back in service.
8. Non-combustible construction of this structure requires all construction to be Non-combustible.
9. Any cutting and welding done will require a Hot Work Permit from Fire Department.

Building

1. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.
2. The glazed wall panels shall meet the loading requirements of IBC Sec. 2403 and Chap. 16.
3. All penetrations through rated assemblies must be protected by an approved firestop system installed in accordance with ASTM E 814 or UL 1479, per IBC 2009 Section 713.
4. State law requires notification of hazardous materials and abatement by a licensed professional
5. Any modifications to building systems (HVAC, electrical, plumbing) shall meet IECC or ASHRAE 90.1 requirements for energy code compliance.
6. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.



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: 567 CONGRESS ST			B-3 Historic	
Total Square Footage of Proposed Structure/Area 5400 SFT		Square Footage of Lot 19,683 SFT		
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 037 6014 001	Applicant * must be owner, Lessee or Buyer* Name DIVERSIFIED COMMUN. Address 121 FREE ST City, State & Zip PORTLAND ME 04101		Telephone: 842-5422	
Lessee/DBA (If Applicable) DIVERSIFIED COMMUNICATIONS 121 FREE ST PORTLAND ME 04101	Owner (if different from Applicant) Name FOREVER MEAS. Address 5 MILK ST TERBAX City, State & Zip PORTLAND ME 04101		Cost Of Work: \$ 101,000 C of O Fee: \$ — Total Fee: \$ 1030	
Current legal use (i.e. single family) OFFICE 1st floor retail FEB 23 2012 If vacant, what was the previous use? NA w/In office ABOVE Proposed specific use: OFFICE Dept. of Building Inspections Is property part of a subdivision? No If yes, please name _____ Project description: Make TENANT IMPROVEMENTS TO 5,400 SFT OF OFFICE SPACE ON 3RD FLOOR OF BUILDING				
Contractor's name: WRIGHT-RYAN CONSTRUCTION, INC.				
Address: 10 DANFORTH ST				
City, State & Zip: PORTLAND ME 04101			Telephone: (207) 773-3125	
Who should we contact when the permit is ready: MIKE BAZON			Telephone: SAME	
Mailing address: SAME AS ABOVE				

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: *[Signature]* Date: **2/22/2012**

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



New Commercial 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
- Foundation plans with rebar specifications and required drainage and damp proofing (if applicable)
- Detail egress requirements and fire separations
- Insulation R-factors of walls, ceilings, floors and U-factors of windows as per the IECC 2003
- Complete the Accessibility Certificate and The Certificate of Design
- A statement of special inspections as required per the IBC 2003
- Complete 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.
- Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

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

Nine (9) copies of the minor (< 10,000 sf) or major (> 10,000 sf) site plan application is required that includes:

- A stamped boundary survey to scale showing north arrow, zoning district and setbacks to a scale of $\geq 1" = 20'$ on paper $\geq 11" \times 17"$
- The shape and dimension of the lot, footprint of the proposed structure and the distance from the actual property lines. Photocopies of the plat or hand draw footprints not to scale will not be accepted.
- Location and dimensions of parking areas and driveways, street spaces and building frontage
- Finish floor or sill elevation (based on mean sea level datum)
- Location and size of both existing utilities in the street and the proposed utilities serving the building
- Existing and proposed grade contours
- Silt fence (erosion control) locations

Fire Department requirements.

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant **and** the project architect.
- Proposed use of structure (NFPA and IBC classification)
- Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- Separate plans shall be submitted for
 - a) Suppression system
 - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include:
 - a) Fire resistance ratings of all means of egress
 - b) Travel distance from most remote point to exit discharge
 - c) Location of any required fire extinguishers
 - d) Location of emergency lighting
 - e) Location of exit signs
 - f) NFPA 101 code summary
- Elevators shall be sized to fit an 80" x 24" stretcher.

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

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 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.

Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost

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



Certificate of Design

Date: 2/23/2012

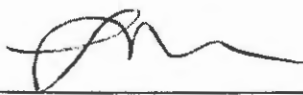
From: Whited Planning + Design

These plans and / or specifications covering construction work on:

Third floor (partial) tenant fit-out at 121 ^{FREE} ~~Fore~~ St, Portland, ME 04101

Certified Interior Designer

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

Signature: 


Title: Certified Interior Designer

Firm: Whited Planning + Design

Address: 45 Heather Rd

Portland, ME 04103

Phone: (207)329-2189


LISA M WHITED
ME. CERTIFIED INTERIOR
DESIGNER
CID 2115

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov



Receipts Details:

Tender Information: Check , BusinessName: Wright ryan Construction, Inc, Check Number:

82517

Tender Amount: 1030.00

Receipt Header:

Cashier Id: gguertin

Receipt Date: 2/23/2012

Receipt Number: 41184

Receipt Details:

Referance ID:	5345	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	1030.00	Charge Amount:	1030.00
Job ID: Job ID: 2012-02-3369-ALTCOMM - Tenant improvements on the 3rd floor.			
Additional Comments:			

Thank You for your Payment!



Certificate of Occupancy



CITY OF PORTLAND, MAINE

Department of Planning and Urban Development Building Inspections Division

Location: 562 CONGRESS ST

CBL: 037- G-014-001

Issued to: TERBAX REALTY INC

Date Issued: 4/27/2012

This is to certify that the building, premises, or part thereof, at the above location, built-altered-changed as to use under Building Permit No. 2012-02-3369-ALTCOMM, has had a final inspection, has been found to conform substantially to the requirements of the Building Code and the Land Use Code of the City of Portland, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

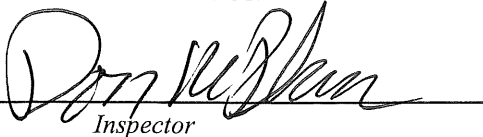
PORTION OF BUILDING OR PREMISES

DIVERSIFIED COMMUNICATIONS
3RD FLOOR

Approved:

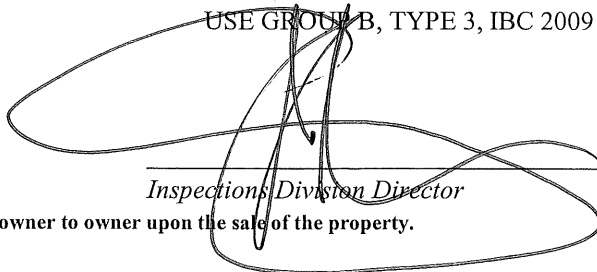
4-27-2012

(Date)


Inspector

APPROVED OCCUPANCY

USE GROUP B, TYPE 3, IBC 2009


Inspections Division Director

Notice: This certificate identifies the legal use of the building or premises, and ought to be transferred from owner to owner upon the sale of the property.