

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

Location of Construction: 542 Congress St. 2nd Floor 04101		Owner: October Corporation		Phone: 871-1290		Permit No: 990567
Owner Address: **Boulos Property Mgmt. Co 1 Canal		Lessee/Buyer's Name: Plaza Portland, ME 04101		Phone:		
Contractor Name: Boulos Property Management Co.		Address: 1 Canal Plaza, Portland ME 04101		Phone:		Zone: 3 CBL: 037-H-002 Zoning Approval: <i>OK 6/7/99</i> Special Zone or Reviews: <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input checked="" type="checkbox"/> Site Plan maj <input type="checkbox"/> minor <input type="checkbox"/> mm <input type="checkbox"/> <i>data site plan exempt</i> Zoning Appeal <i>3/15/99</i> <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
Past Use: Vacant Office		Proposed Use: 4 Residential Apts.		COST OF WORK: \$ 230,000 FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: Use Group R2 Type: 5B Signature: <i>[Signature]</i> Date: <i>[Signature]</i>		
Proposed Project Description: Convert existing vacant space at 542 Congress St. to 4 One Bedroom residential apartments. Change of Use.						
Permit Taken By: SP		Date Applied For: 5-7-99				

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..

**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

5-24-99

SIGNATURE OF APPLICANT	ADDRESS:	DATE:	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

Historic Preservation

Not in District or Landmark
 Does Not Require Review
 Requires Review
 Action: *Any external work shall require A*
 Approved *sep. review*
 Approved with Conditions
 Denied

Date: _____

CEO DISTRICT


SAM



CITY OF PORTLAND, MAINE
Department of Building Inspection

Certificate of Occupancy

LOCATION 542 Congress Street 2nd Floor CBL#037-H-002

Issued to October Corp.

Date of Issue September 30, 1999

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. 990567, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

2nd Floor
4 One Bedroom Apts.

APPROVED OCCUPANCY

R-2 Use Group
2-C Construction
BOCA National Bldg. Code/96

Limiting Conditions:

This certificate supersedes certificate issued

Approved:

30 Sept. 99

(Date)

[Signature]
Inspector

[Signature]
Inspector of Buildings

991170
05 28

10/21/99

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

CC MENTS

- 23 June 99 On site, Demo-(steel studs) Partitions PLB. & e/c - ~~Layout~~ out about completed. Talked with PLB, on The layout of PLB. Also spoke to them about back room loading of materials.
- 1 July Inspected area all partition installed but Hall outside wall - PLB, E/c, work started.
- 7 July Inspected job site Closing in walls work going well.
- 23 July - Closing in completed - Call Paul Urenek of Belous mgt. and told him stairs bottom two risers & tread did not meet code
- 2 Aug-99 Stairs repaired - hanging kitchen cabinets -
- 12 Aug-99 - Finish work being done.
- 23 Aug-99 Finish work -
- 27 Sept-99 Work completed could not get in for final Inspt will call MR. Urenek to do final.
- 30 Sept-99 Final inspection with LT. McDougall - OK. will be placing new roof where exit run of roof. at that time a new exit path will be clearly marked.

Inspection Record

Type	Date
Foundation: _____	_____
Framing: _____	_____
Plumbing: _____	_____
Final: _____	_____
Other: _____	_____

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): <i>542 Congress St (2ND FLOOR) PORTLAND</i>			
Total Square Footage of Proposed Structure <i>EXT9</i>		Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number		Owner:	Telephone#:
Chart#	Block#	Lot#	<i>OCTOBER CORPORATION</i>
<i>871-1290</i>			
Owner's Address: <i>40 BOULOS PROPERTY MGMT CO 1 CANAL PLAZA PORTLAND</i>		Lessee/Buyer's Name (If Applicable): <i>N/A</i>	Cost Of Work: Fee <i>\$230,000.00 \$1170.00</i>
Proposed Project Description:(Please be as specific as possible) <i>Convert existing vacant space above 542 Congress St retail area to 4 one bedroom residential apartments</i>			
Contractor's Name, Address & Telephone <i>BOULOS PROPERTY MANAGEMENT CO 1 CANAL PLAZA PORTLAND</i>			Rec'd By
Current Use: <i>VACANT OFFICE</i>		Proposed Use: <i>4 RESIDENTIAL APARTMENTS</i>	

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 1996 International 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.

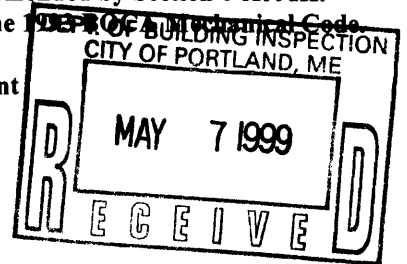
Certification

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: <i>Paul Wenech</i>	Date: <i>5/7/99</i>
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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



BUILDING PERMIT REPORT

DATE: 5/June/99 ADDRESS: 542 Congress ST. CBL: 037-H-002

REASON FOR PERMIT: Change of Use Vacant To 4 dwelling units

BUILDING OWNER: October Corporation

PERMIT APPLICANT: Contractor Boulos Property Management Co.

USE GROUP R-2 BOCA 1996 CONSTRUCTION TYPE 50

CONDITION(S) OF APPROVAL

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

Approved with the following conditions: *1, *10, *11, *12, *13, *14, *15, *16, *17, *19, *21, *23, *27, *28, *29, *30, *31, *32, *34, 22

- 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 damp proofing 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. This is done to verify that the proper setbacks are maintained.
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".
13. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 3/4" maximum rise.
14. The minimum headroom in all parts of a stairway shall not be less than 80 inches.
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.

Please Submit to ~~John~~ Alex Jaegerman, Chief Planner
4th floor City Hall

APPLICATION FOR EXEMPTION FROM SITE PLAN REVIEW

October Corporation
Applicant C/o Boulos Property Management
One Canal Plaza, Portland, Me 04101
Applicant's Mailing Address
Boulos Property Management
Consultant/Agent/Phone Number 871-1290

2-23-99
Application Date
Apartment Project
Project Name/Description
542 Congress Street
Address of Proposed Site

Description of Proposed Development:

The October Corporation is proposing the conversion of approximately 4000 square feet of second floor office space to 4 one-bedroom apartment units.

Please Attach Sketch/Plan of Proposal/Development	Applicant's Assessment (Yes, No, N/A)	Planning Office Use Only
Criteria for Exemptions: See Section 14-523 (4)		
a) Within Existing Structures; No New Buildings, Demolitions or Additions	Yes	✓
b) Footprint Increase Less Than 500 Sq. Ft.	Yes - No increase.	✓
c) No New Curb Cuts, Driveways, Parking Areas	Yes	✓
d) Curbs and Sidewalks in Sound Condition/ Comply with ADA	Yes	✓
e) No Additional Parking / No Traffic Increase	Yes - None required	✓
f) No Stormwater Problems	All Yes	✓
g) Sufficient Property Screening	Yes	✓
i) Adequate Utilities	Yes	✓

Planning Office Use Only:

Exemption Granted Partial Exemption Exemption Denied

An exemption from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspection office, Room 315, City Hall (874-8703), to determine what other City permits, such as a building permit, will be required.

Planner's Signature [Signature] Date 3/15/99

White - Planning Office Pink - Inspections Yellow - Applicant

CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM
ADDENDUM

19990048

I. D. Number

ber Corporation

Applicant

One Canal Plaza, Portland, ME

Applicant's Mailing Address

Boulos Property Management Co

Consultant/Agent

871-1290 772-2647

Applicant or Agent Daytime Telephone, Fax

5/5/99

Application Date

Congress St 542

Project Name/Description

542 Congress St

Address of Proposed Site

037-H-002

Assessor's Reference: Chart-Block-Lot

DRC Conditions of Approval

Planning Conditions of Approval

Inspections Conditions of Approval

J

Fire Conditions of Approval

Applicant must show two means of egress from apartments

application requires State Fire Marshal approval.

**CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM**

19990048

I. D. Number

ber Corporation

Applicant

One Canal Plaza, Portland, ME

Applicant's Mailing Address

Boulos Property Management Co

Consultant/Agent

871-1290 772-2647

Applicant or Agent Daytime Telephone, Fax

5/5/99

Application Date

Congress St 542

Project Name/Description

542 Congress St

Address of Proposed Site

037-H-002

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply): New Building Building Addition Change Of Use Residential
 Office Retail Manufacturing Warehouse/Distribution Parking Lot Other (specify)

4 units

B3

Proposed Building square Feet or # of Units

Acreage of Site

Zoning

Check Review Required:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Site Plan
(major/minor) | <input type="checkbox"/> Subdivision
of lots _____ | <input type="checkbox"/> PAD Review | <input type="checkbox"/> 14-403 Streets Review |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Shoreland | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional
Use (ZB/APB) | <input type="checkbox"/> Zoning Variance | | <input type="checkbox"/> Other _____ |

Fees Paid: Site Plan \$400.00 Subdivision _____ Engineer Review \$0.00 Date: 5/5/99

Planning Approval Status:

Reviewer Kandi Talbot

- Approved Approved w/Conditions
See Attached Denied

Approval Date 5/24/99 Approval Expiration 5/24/00 Extension to _____ Additional Sheets Attached

OK to Issue Building Permit Kandi Talbot 5/24/99
signature date

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

- | | | | |
|---|----------------|--|-----------------|
| <input type="checkbox"/> Performance Guarantee Accepted | _____ | _____ | _____ |
| | date | amount | expiration date |
| <input type="checkbox"/> Inspection Fee Paid | _____ | _____ | |
| | date | amount | |
| <input type="checkbox"/> Building Permit Issued | _____ | | |
| | date | | |
| <input type="checkbox"/> Performance Guarantee Reduced | _____ | _____ | _____ |
| | date | remaining balance | signature |
| <input type="checkbox"/> Temporary Certificate of Occupancy | _____ | <input type="checkbox"/> Conditions (See Attached) | |
| | date | | |
| <input type="checkbox"/> Final Inspection | _____ | _____ | |
| | date | signature | |
| <input type="checkbox"/> Certificate Of Occupancy | _____ | | |
| | date | | |
| <input type="checkbox"/> Performance Guarantee Released | _____ | _____ | |
| | date | signature | |
| <input type="checkbox"/> Defect Guarantee Submitted | _____ | _____ | _____ |
| | submitted date | amount | expiration date |
| <input type="checkbox"/> Defect Guarantee Released | | | |

**BOULOS
PROPERTY
MANAGEMENT**

Paul Ureneck

19990048

I. D. Number

Corporation

Applicant

One Canal Plaza, Portland, ME

Applicant's Mailing Address

Boulos Property Management Co

Consultant/Agent

871-1290 772-2647

Applicant or Agent Daytime Telephone, Fax

One Canal Plaza
Portland, ME 04101
(207) 871-1290
(207) 772-2647 Fax

Commercial Real Estate
Management

Address of Proposed Site

037-H-002

Assessor's Reference: Chart-Block-Lot

5/5/99

Application Date

Congress St 542

Project Name/Description

Proposed Development (check all that apply):
 Office Retail Manufacturing Warehouse/Distribution Parking Lot Other (specify)
 New Building Building Addition Change Of Use Residential

4 units

Proposed Building square Feet or # of Units

Acreage of Site

B3

Zoning

Check Review Required:

- Site Plan (major/minor)
- Flood Hazard
- Zoning Conditional Use (ZBA/PB)
- Subdivision # of lots
- Shoreland
- Zoning Variance
- PAD Review
- Historic Preservation
- 14-403 Streets Review
- DEP Local Certification
- Other

Fees Paid: Site Plan \$400.00 Subdivision Engineer Review Date: 5/5/99

Inspections Approval Status:

Reviewer

- Approved
- Approved w/Conditions see attached *Need two means of egress*
- Denied

Approval Date Approval Expiration Extension to Additional Sheets Attached

Condition Compliance signature date

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input type="checkbox"/> Performance Guarantee Accepted	_____	_____	_____
	date	amount	expiration date
<input type="checkbox"/> Inspection Fee Paid	_____	_____	
	date	amount	
<input type="checkbox"/> Building Permit Issued	_____		
	date		
<input type="checkbox"/> Performance Guarantee Reduced	_____	_____	_____
	date	remaining balance	signature
<input type="checkbox"/> Temporary Certificate of Occupancy	_____	<input type="checkbox"/> Conditions (See Attached)	
	date		
<input type="checkbox"/> Final Inspection	_____	_____	
	date	signature	
<input type="checkbox"/> Certificate Of Occupancy	_____		
	date		
<input type="checkbox"/> Performance Guarantee Released	_____	_____	
	date	signature	
<input type="checkbox"/> Defect Guarantee Submitted	_____	_____	_____
	submitted date	amount	expiration date

542 Congress St

BOULOS PROPERTY MANAGEMENT

FACSIMILE TRANSMITTAL SHEET

TO: Sherry Pinard	FROM: Paul Ureneck
COMPANY: Portland Planning Dept	DATE: May 4, 1999
FAX NUMBER: 874 8716	TOTAL NO. OF PAGES INCLUDING COVER: 2
RE: 542 Congress St Apartments	

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

As requested by Kandi Talbot, any questions please call.

Thank you.

ONE CANAL PLAZA
PORTLAND, ME 04101
PHONE: (207) 871 - 1200
FAX: (207) 772 - 2647

BOULOS
PROPERTY
MANAGEMENT

One Canal Plaza
Portland, ME 04101
(207) 871-1290
Fax: (207) 772-2647
www.boulos.com

April 30, 1999

Ms. Kandi Talbot
City of Portland
Planning Department
389 Congress St.
Portland, Me. 04101

RE: 542 Congress St. Portland, Me.

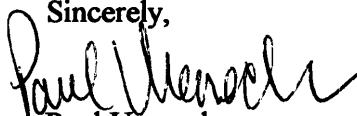
Dear Ms. Talbot:

Pursuant to our previous conversations and correspondence relative to converting the 2nd floor space of 542 Congress St. to 4 residential units I am enclosing, on behalf of October Corporation, the attached plans. Per your request these plans identify the footprint of the apartments and a signature block for the City of Portland. I am also enclosing the \$400.00 application fee. It is my understanding that once these plans are signed by the City I will have them recorded at the Registry.

If you require any additional information please do not hesitate to contact me.

Thank you for your cooperation.

Sincerely,


Paul Ureneck

