

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

**PERMIT ISSUED**

Permit No: 02-0018 FEB 4 2002	Issue Date:	CBL: 037 H005001
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Location of Construction: 536 Congress St	Owner Name: Pickwick Properties Of Maine Llc	Owner Address: Po Box 17782 CITY OF PORTLAND	Phone:
Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Change of Use - Commercial	Zone: B-3

Past Use: Commercial; Vacant / Prior Use Restaurant	Proposed Use: Change of use from Restaurant to Gallery / Art Education.	Permit Fee: \$30.00	Cost of Work: \$0.00	CEO District: 2
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FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>Approved by Lt Mac on 1/14/02</i>	INSPECTION: Use Group: B Type: 3 <i>BOCA 1999</i>
Signature:	Signature: <i>T. M...</i>

Proposed Project Description:  
Change of Use

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) *within P.A.D. Art Gallery use of*

Action:  Approved  Approved w/Conditions  Denied

Signature: *[Signature]* Date: *[Signature]*

Permit Taken By: gg	Date Applied For: 01/08/2002	<b>Zoning Approval</b>
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

**Special Zone or Reviews**

Shoreland  
 Wetland  
 Flood Zone  
 Subdivision  
 Site Plan

Maj  Minor  MM

*ok with conditions*  
Date: *3/11/02*

**Zoning Appeal**

Variance  
 Miscellaneous  
 Conditional Use  
 Interpretation  
 Approved  
 Denied

*N/A*  
Date:

**Historic Preservation**

Not in District or Landmark  
 Does Not Require Review  
 Requires Review  
 Approved  
 Approved w/Conditions  
 Denied

*Any Exterior Work requires a separate review and approval*  
Date:

**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 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.

TB **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

N/A **Footing/Building Location Inspection:** Prior to pouring concrete

N/A **Re-Bar Schedule Inspection:** Prior to pouring concrete

N/A **Foundation Inspection:** Prior to placing ANY backfill

TB **Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling

TB **Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

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

TB **If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

TB **CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

[Signature]  
Signature of applicant/designee

[Date]  
Date

[Signature]  
Signature of Inspections Official

[Date]  
Date

CBL: 037 H005 Building Permit #: \_\_\_\_\_

Application ID Number **2-0018**

Department: **Zoning** Status: **Approved with Conditions** Reviewer: **Marge Schmuckal**

Comments: **536 Congress St - 1st floor** Approval Date: **01/11/2002**

Given On Date: **01/11/2002**

OK to Issue Permit Name: **Marge Schmuckal** Date: **01/11/2002** Date 2:

Conditions Section:

This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work. Any future partitions would require a separate permit with plans.

Separate permits shall be required for any new signage.

ANY exterior work would require a separate review and approval.

This property is located in a Pedestrian Activities District which has additional restrictions for the first floor uses. If there are any changes to the proposed use, you should contact this office immediately PRIOR to those changes.

Create Date: **01/09/2002** By: **gg** Update Date: **01/11/2002** By: **mes**

CONGRESS ST.

538

536

STORE ENTRANCE

EXIT TO STREET

GRILING HT. 8'-0" TYP.

# PROPOSED FIT-OUT 538 CONGRESS ST.

## PERMIT APPLICATION 01/04/02

*65' in - open  
for Gallery &  
display S.  
per Todd Bernard  
1/11/02 - explain  
RAD*

87'-0"

*Separate permit required  
for future  
fit-out*

GRILING HT. 14'-0" TYP.

*in instructions*

LINE OF EXISTING MEZZ. ABOVE

DARKROOM/  
STORAGE

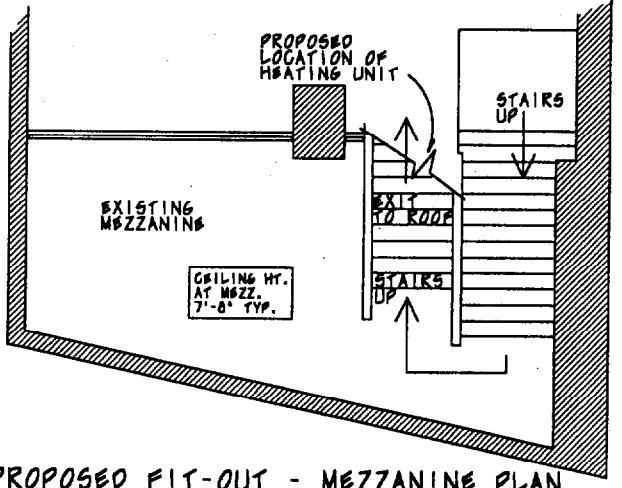
STOR.

STAIRS  
UP

GRILING HT. UNDER MEZZ. 7'-4" TYP.

GRILING HT. UNDER MEZZ. 7'-4" TYP.

STAIRS  
DOWN



PROPOSED FIT-OUT - MEZZANINE PLAN

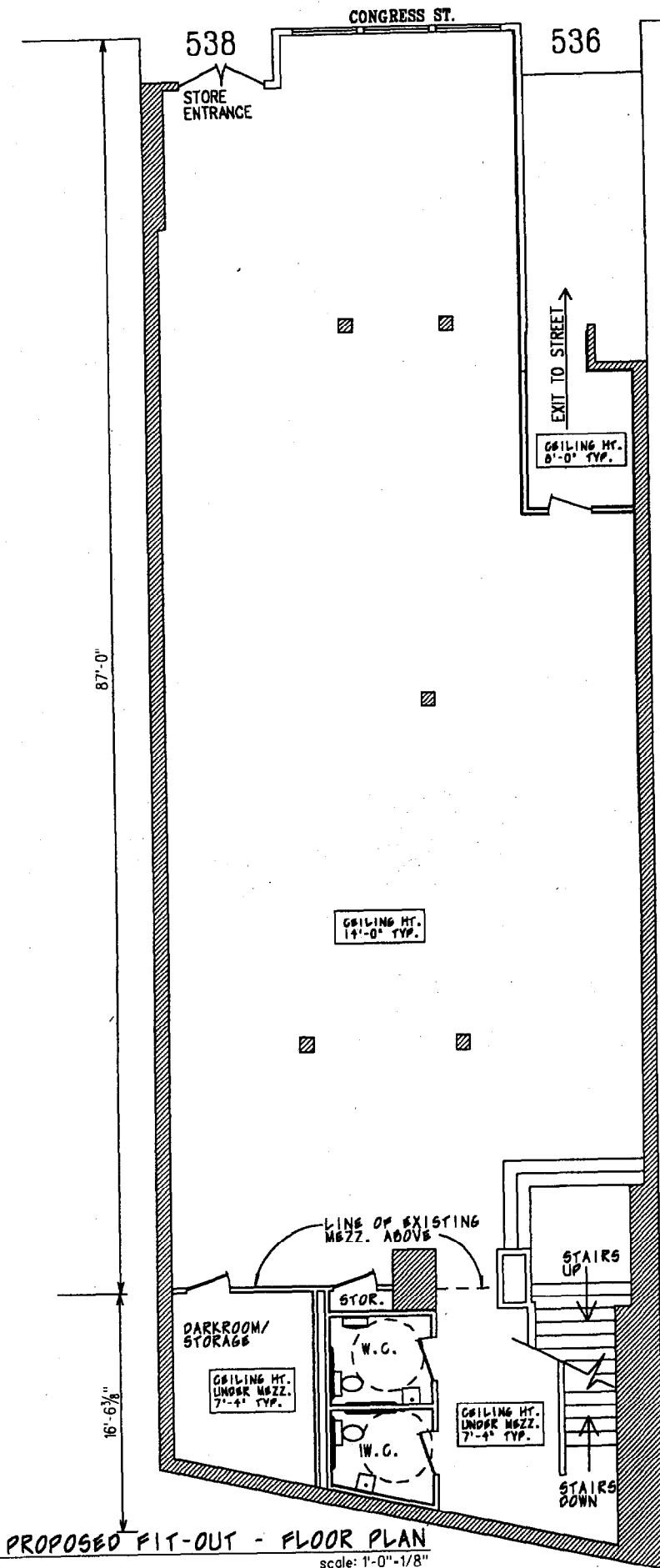
scale: 1'-0"=1/8"

PROPOSED FIT-OUT - FLOOR PLAN

scale: 1'-0"=1/8"

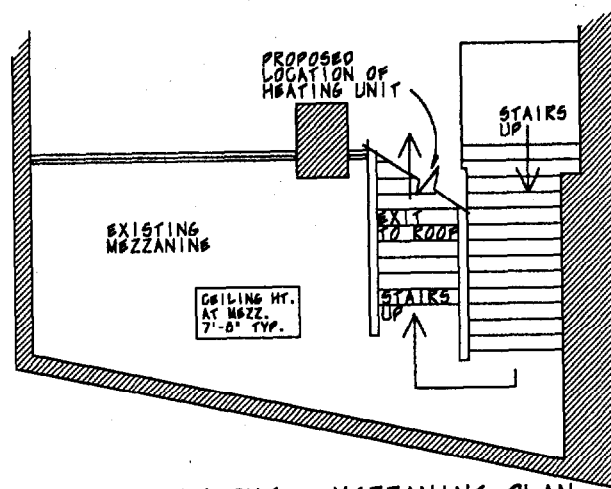
*Plan is not to scale*

16'-6 3/4"



**PROPOSED FIT-OUT - FLOOR PLAN**  
 scale: 1'-0"-1/8"

**PROPOSED FIT-OUT**  
**538 CONGRESS ST.**  
**PERMIT APPLICATION**  
**01/04/02**



**PROPOSED FIT-OUT - MEZZANINE PLAN**  
 scale: 1'-0"-1/8"

02 00 18

# All Purpose 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>538 Congress</u>		
Total Square Footage of Proposed Structure <u>3200 sq/ft</u>	Square Footage of Lot <u>3200 sq/ft</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>037</u> Block# <u>H</u> Lot# <u>005</u>	Owner: <u>CHRISTOPHER CAMPBELL</u>	Telephone:
Lessee/Buyer's Name (If Applicable) <u>TODD BERNARD</u>	Applicant name, address & telephone: <u>TODD BERNARD</u> <u>538 Congress.</u> <u>415-4412</u>	Cost Of Work: \$ <u>5000</u> Fee: \$ <u>30-</u>
Current use: <u>VACANT</u>		"CHANGE OF USE"
If the location is currently vacant, what was prior use: <del>RESTAURANT</del> <u>RESTAURANT</u>		
Approximately how long has it been vacant: <u>6 MONTHS</u>		
Proposed use: <u>GALLERY / ART EDUCATION</u>		
Project description: <u>Cosmetic work and partitioned areas for re-cycling and bathrooms</u>		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>TODD BERNARD</u>		
Mailing address: <u>74 Congress St. Apt #2</u> <u>Portland, Me. 04101</u>		
Phone: <u>415-4412</u>		

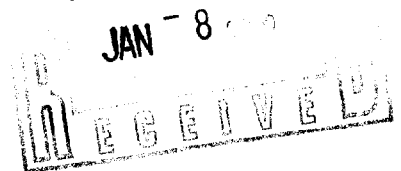
5684

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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: <u>[Signature]</u>	Date: <u>01/08/01</u>
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This is not a permit, you may not commence ANY work until the permit is issued



Congress St. Projects  
538 Congress St.  
(207) 415-4412  
01/08/02

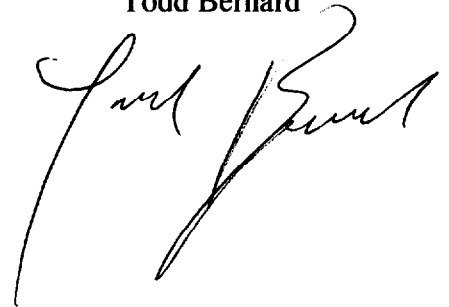
**Cover Letter for Building Permit**

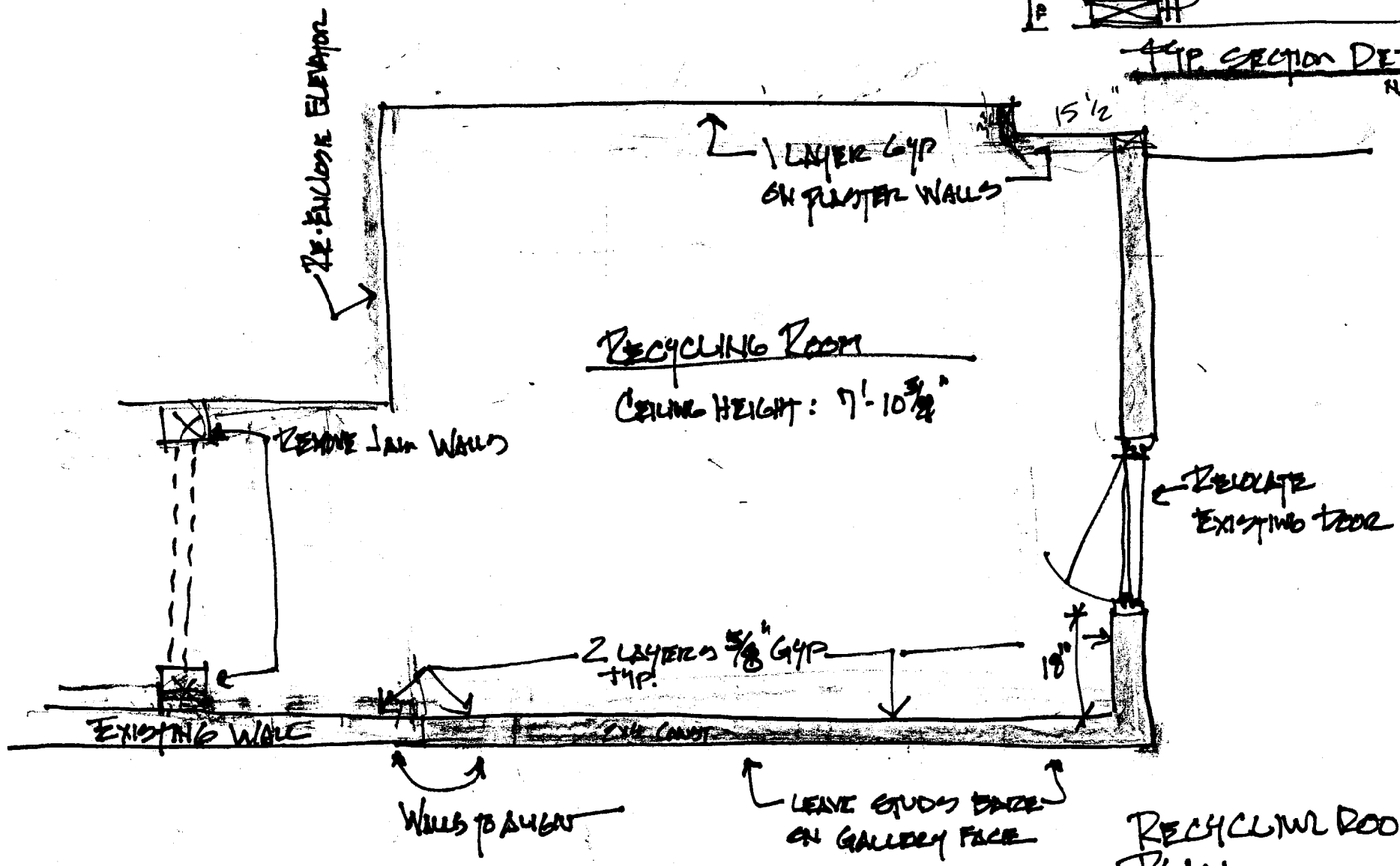
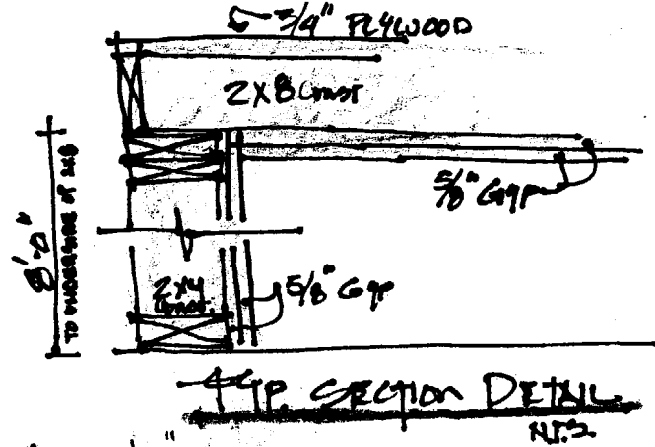
The construction to take place is designated to the ground floor of 538 Congress St. The project entails the following renovations and changes to the existing space.

The majority of the project is consumed with cosmetic changes which are as follows: Removing pre-existing failed plaster and lath from brick ceiling, repairing plaster walls, replacing previously removed flooring and remove resilient flooring.

The building component of the project entails: constructing a fire-enclosed recycling bin area to service the artist studios upstairs and a pair of restrooms with attached storage area. All walls to be built are partition and non-load bearing.

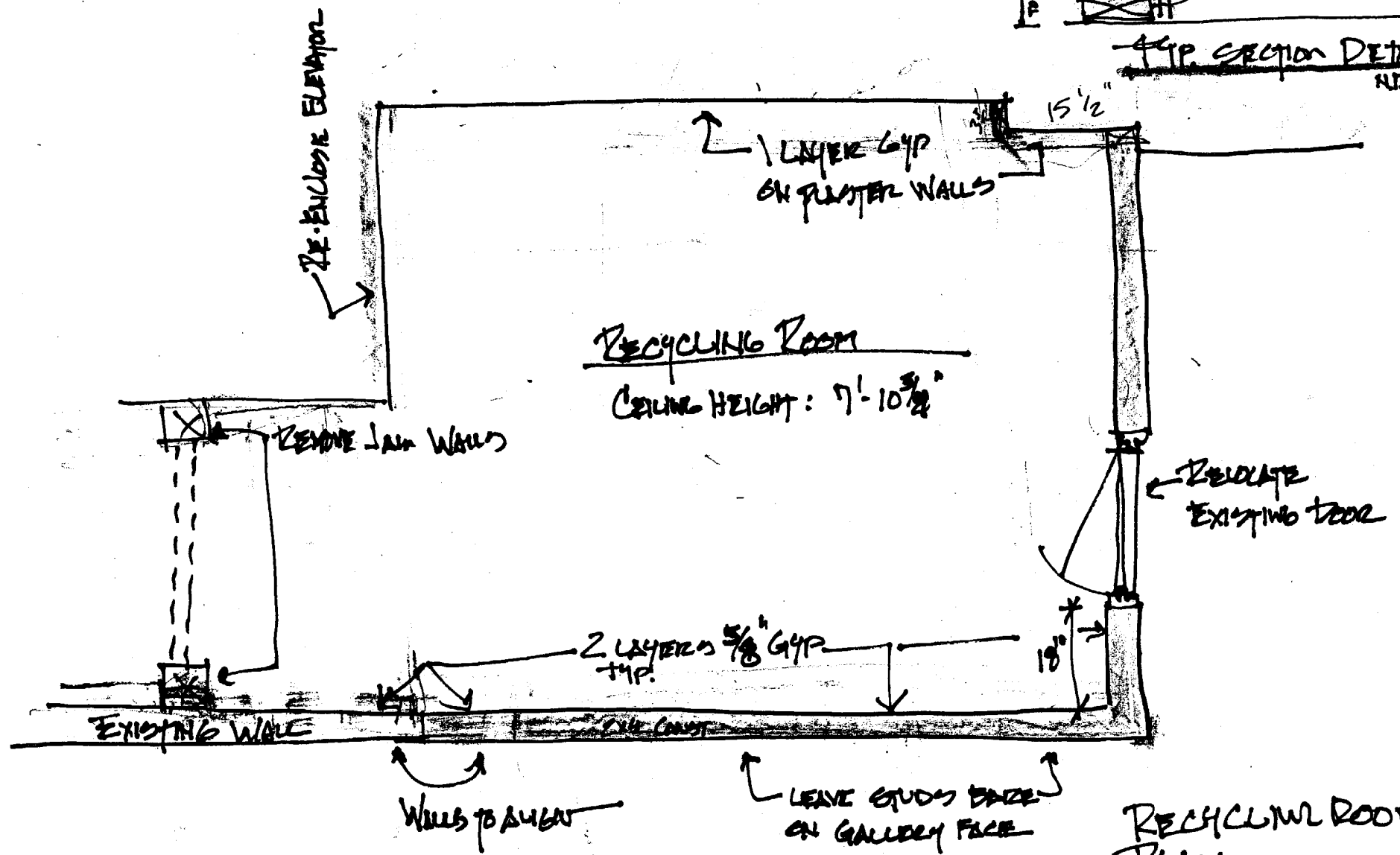
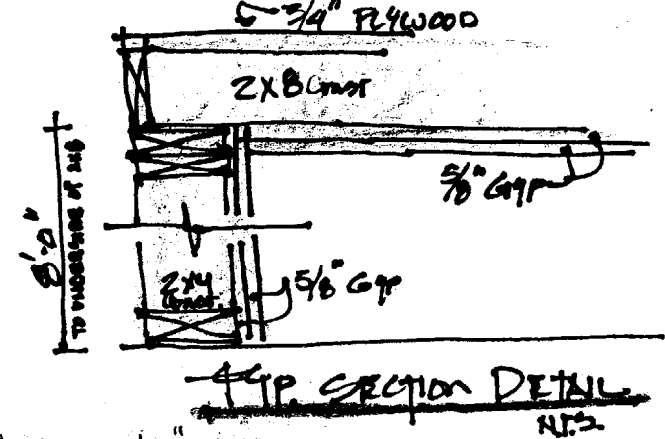
Todd Bernard

A handwritten signature in black ink, appearing to read "Todd Bernard", written in a cursive style.



RECYCLING ROOM  
PLAN  
SCALE: 1/2" = 1'-0"





**RECYCLING ROOM PLAN**  
 SCALE: 1/2" = 1'-0"