

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that PROPERTIES OF MAINE L»
PICKWICK

Located At 536 CONGRESS

Job ID: 2011-07-1720-ALTCOMM

CBL: 037 - - H - 005 - 001 - - - -

has permission to Make accessible bathrooms & add basement stair
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

[Handwritten signature and date 8/9/11]

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

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

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 inspection required prior to insulating or drywalling.
- Final inspection required upon completion of work.

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

Director of Planning and Urban Development
Penny St. Louis

Job ID: 2011-07-1720-ALTCOMM

Located At: 536 CONGRESS

CBL: 037 - - H - 005 - 001 - - - -

Conditions of Approval:

Zoning

1. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
2. This first floor shall remain a retail gallery. The basement is not considered to be a separate use from the retail gallery. Any change of use shall require a separate permit application for review and approval.
3. ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.

Building

1. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm HVAC systems, heating appliances, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
2. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2011-07-1720-ALTCOMM	Date Applied: 7/15/2011	CBL: 037 - - H - 005 - 001 - - - - -	
Location of Construction: 536 CONGRESS ST	Owner Name: PICKWICK PROPERTIES OF MAINE	Owner Address: PO BOX 17502 PORTLAND, ME - MAINE 04112	Phone:
Business Name: Space Gallery	Contractor Name: None given	Contractor Address:	Phone: 632-2625
Lessee/Buyer's Name:	Phone:	Permit Type: Alterations	Zone: B-3
Past Use: Retail/ Gallery	Proposed Use: Same: Retail/Gallery – to install a new enlarged handicapped accessible bathroom & secondary stair to basement	Cost of Work: \$20,000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/ conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: A-3 Type: 3B
		Signature: <i>[Signature]</i> (58)	Signature: <i>[Signature]</i> IBC 09
Proposed Project Description: enlarged handicap accessible to bathrooms		Pedestrian Activities District (P.A.D.)	
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><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM</p> <p>Date: <i>OK with conditions</i> <i>7/19/11</i></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</p> <p><i>w/plan</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: <i>any exterior work requires a separate review & Approval</i></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 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	PHON

7/15/11

2011 07 1720
entered PDF



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.

B-3

Location/Address of Construction: <u>538 CONGRESS ST</u>		
Total Square Footage of Proposed Structure/Area <u>3650</u>		Square Footage of Lot <u>5700</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>037 H005001</u>	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>SPACE GALLERY</u> Address <u>538 CONGRESS ST</u> City, State & Zip <u>PORTLAND, ME 04101</u>	Telephone: <u>(207) 828 5600</u> <u>FOR REVIEWER QUESTIONS 632-2625</u>
Lessee/DBA (If Applicable) <u>SPACE GALLERY</u>	Owner (if different from Applicant) Name <u>PICKWICK PROPERTIES</u> Address <u>536 CONGRESS ST</u> City, State & Zip <u>PORTLAND, MAINE 04101</u>	Cost Of Work: \$ <u>20,000</u> C of O Fee: \$ _____ Total Fee: \$ <u>270</u>
Current legal use (i.e. single family) <u>COMMERCIAL CONDO (ASSEMBLY)</u>		
If vacant, what was the previous use? _____		
Proposed Specific use: <u>GALLERY / VENUE (NO CHANGE)</u>		
Is property part of a subdivision? _____ If yes, please name _____		
Project description: <u>PROVIDING NEW ENLARGED HANDICAPPED ACCESSIBLE BATHROOMS, PROVIDING A SECONDARY STAIR TO BASEMENT MULTI-USE SPACE.</u>		
Contractor's name: <u>NA</u>		
Address: _____		
City, State & Zip _____ Telephone: _____		
Who should we contact when the permit is ready: _____ Telephone: _____		
Mailing address: _____		

RECEIVED

JUL 15 2011

Dept. of Building Inspections
City of Portland, Maine

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: 7/15/11

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



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.

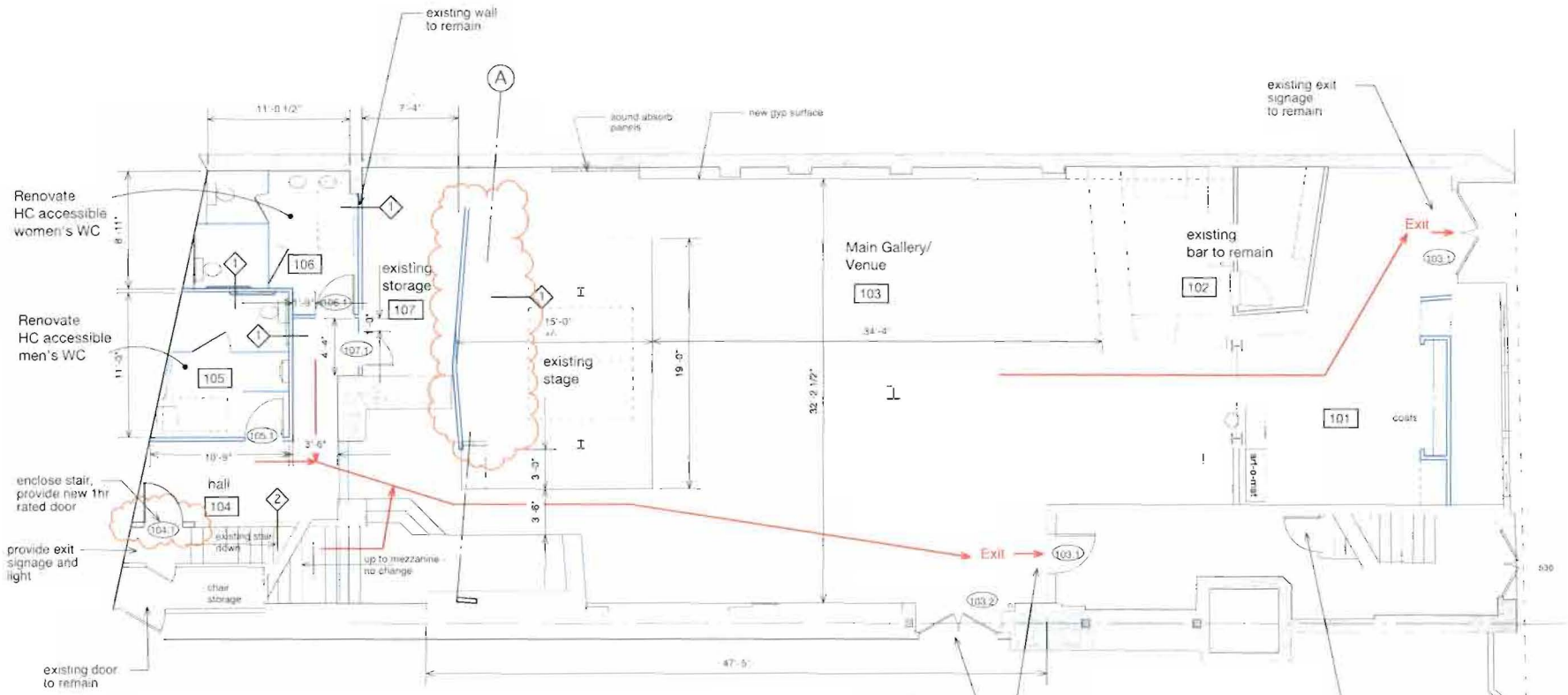
- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IEBC 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".
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

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 existing and proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage.
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

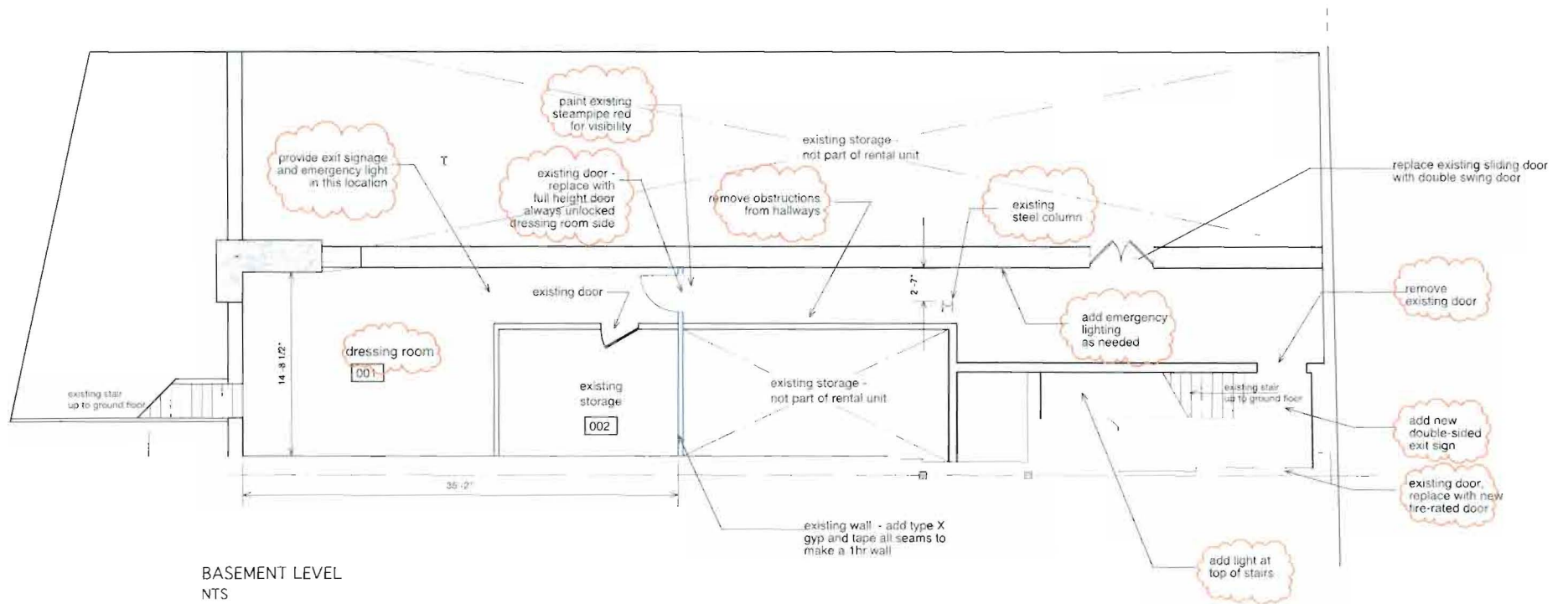
A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)



GROUND LEVEL
 NTS
 Total sq. ft. this floor: 3070

CONGRESS ST

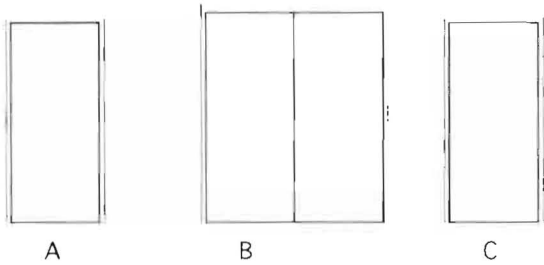
7/28/11 Revisions



BASEMENT LEVEL
NTS

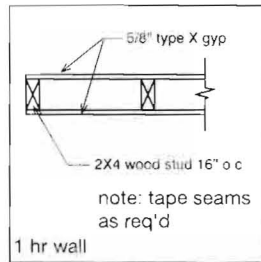
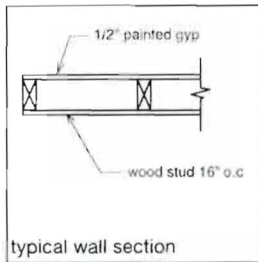
Total sq. ft. this floor: 580

7/28/11 Revisions



538 Congress Door Schedule

Door	Room	Door Type	Size	Manufacturer	Type	Material	Finish	Hardware
100.1	entry	Entry (existing)	6'-0" x 7'-0"	---	---	metal & glass	---	Existing - Entry
103.1	exit	fire exit (existing)	3'-0" x 6'-8"	---	---	steel	---	Existing - Exit
103.2	gallery	1-panel (1hr rated)	6'-0" x 7'-0"	TBD	B	steel	Paint	automatic/magnetic closers
104.1	stair	1-panel	3'-0" x 6'-8"	TBD	C	steel	---	1 hr fire-rated door
105.1	WC	1-panel	3'-0" x 6'-8"	TBD	A	Wood	Paint	Passage
106.1	WC	1-panel	3'-0" x 6'-8"	TBD	A	Wood	Paint	Passage
107.1	Storage	1-panel	3'-0" x 6'-8"	TBD	A	Wood	Paint	locking



1

2

Wall Types

7/28/11 Revisions



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

June 15 2011

Received from Eric J. Kelly

Location of Work 535 Commercial

Cost of Construction \$ _____ Building Fee: _____

Permit Fee \$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: _____

Building (IL) Plumbing (I5) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

CBL: 035 H005

Check #: 128 **Total Collected \$** 100

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: [Signature]

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy