

37-H-006

Permit # \_\_\_\_\_ City of \_\_\_\_\_ BUILDING PERMIT APPLICATION Fee \_\_\_\_\_ Zone \_\_\_\_\_ Map # \_\_\_\_\_ Lot # \_\_\_\_\_

Please fill out any part which applies to job. Proper plans must accompany form.

Owner: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Address: \_\_\_\_\_  
 LOCATION OF CONSTRUCTION \_\_\_\_\_  
 Contractor: \_\_\_\_\_ Sub.: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Est. Construction Cost: \_\_\_\_\_ Proposed Use: \_\_\_\_\_  
 \_\_\_\_\_ Past Use: \_\_\_\_\_  
 # of Existing Res. Units \_\_\_\_\_ # of New Res. Units \_\_\_\_\_  
 Building Dimensions L \_\_\_\_\_ W \_\_\_\_\_ Total Sq. Ft. \_\_\_\_\_  
 # Stories: \_\_\_\_\_ # Bedrooms \_\_\_\_\_ Lot Size: \_\_\_\_\_  
 Is Proposed Use: Seasonal \_\_\_\_\_ Condominium \_\_\_\_\_ Conversion \_\_\_\_\_  
 Explain Conversion \_\_\_\_\_

**For Official Use Only**  
 Subdivision: **APR 13 1994**  
 Date \_\_\_\_\_  
 Inside Fire Limits \_\_\_\_\_  
 Bldg Code \_\_\_\_\_  
 Time Limit \_\_\_\_\_  
 Estimated Cost \_\_\_\_\_  
 Name \_\_\_\_\_  
 Ownership: **CITY OF PORTLAND** Public \_\_\_\_\_ Private \_\_\_\_\_

**Zoning:**  
 Street Frontage Provided: \_\_\_\_\_  
 Provided Setbacks: Front \_\_\_\_\_ Back \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
**Review Required:**  
 Zoning Board Approval: Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_  
 Planning Board Approval: Yes \_\_\_\_\_ No \_\_\_\_\_ Date: \_\_\_\_\_  
 Conditional Use: \_\_\_\_\_ Variance \_\_\_\_\_ Site Plan \_\_\_\_\_ Subdivision \_\_\_\_\_  
 Shoreland Zoning Yes \_\_\_\_\_ No \_\_\_\_\_ Floodplain Yes \_\_\_\_\_ No \_\_\_\_\_  
 Special Exception \_\_\_\_\_  
 Other \_\_\_\_\_ (Explain) \_\_\_\_\_

**Foundation:**  
 1. Type of Soil: \_\_\_\_\_  
 2. Set Backs - Front \_\_\_\_\_ Rear \_\_\_\_\_ Side(s) \_\_\_\_\_  
 3. Footings Size: \_\_\_\_\_  
 4. Foundation Size: \_\_\_\_\_  
 5. Other \_\_\_\_\_

**Floor:**  
 1. Sills Size: \_\_\_\_\_ Sills must be anchored.  
 2. Girder Size: \_\_\_\_\_  
 3. Lally Column Spacing: \_\_\_\_\_ Size: \_\_\_\_\_  
 4. Joists Size: \_\_\_\_\_ Spacing 16" O.C.  
 5. Bridging Type: \_\_\_\_\_ Size: \_\_\_\_\_  
 6. Floor Sheathing Type: \_\_\_\_\_ Size: \_\_\_\_\_  
 7. Other Material: \_\_\_\_\_

**Exterior Walls:**  
 1. Studding Size \_\_\_\_\_ Spacing \_\_\_\_\_  
 2. No. windows \_\_\_\_\_  
 3. No. Doors \_\_\_\_\_  
 4. Header Sizes \_\_\_\_\_ Span(s) \_\_\_\_\_  
 5. Bracing: Yes \_\_\_\_\_ No \_\_\_\_\_  
 6. Corner Posts Size \_\_\_\_\_  
 7. Insulation Type \_\_\_\_\_ Size \_\_\_\_\_  
 8. Sheathing Type \_\_\_\_\_ Size \_\_\_\_\_  
 9. Siding Type \_\_\_\_\_ Weather Exposure \_\_\_\_\_  
 10. Masonry Materials \_\_\_\_\_  
 11. Metal Materials \_\_\_\_\_

**Interior Walls:**  
 1. Studding Size \_\_\_\_\_ Spacing \_\_\_\_\_  
 2. Header Sizes \_\_\_\_\_ Span(s) \_\_\_\_\_  
 3. Wall Covering Type \_\_\_\_\_  
 4. Fire Wall if required \_\_\_\_\_  
 5. Other Materials \_\_\_\_\_

**Ceiling:**  
 1. Ceiling Joists Size: \_\_\_\_\_  
 2. Ceiling Strapping Size \_\_\_\_\_ Spacing \_\_\_\_\_ **HISTORIC PRESERVATION**  
 3. Type Ceilings: \_\_\_\_\_ **Not in District nor Landmark.**  
 4. Insulation Type \_\_\_\_\_ Size \_\_\_\_\_ **Does not require review.**  
 5. Ceiling Height: \_\_\_\_\_ **Requires Review.**

**Roof:**  
 1. Truss or Rafter Size \_\_\_\_\_ Span \_\_\_\_\_ **Action: Approved**  
 2. Sheathing Type \_\_\_\_\_ Size \_\_\_\_\_ **Approved with Conditions**  
 3. Roof Covering Type \_\_\_\_\_ **Denied**

**Chimneys:**  
 Type: \_\_\_\_\_ Number of Fire Places \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_

**Heating:**  
 Type of Heat: \_\_\_\_\_

**Electrical:**  
 Service Entrance Size: \_\_\_\_\_ Smoke Detector Required Yes \_\_\_\_\_ No \_\_\_\_\_

**Plumbing:**  
 1. Approval of soil test if required Yes \_\_\_\_\_ No \_\_\_\_\_  
 2. No. of Tubs or Showers \_\_\_\_\_  
 3. No. of Flushes \_\_\_\_\_  
 4. No. of Lavatories \_\_\_\_\_  
 5. No. of Other Fixtures \_\_\_\_\_

**Swimming Pools:**  
 1. Type: \_\_\_\_\_  
 2. Pool Size: \_\_\_\_\_ Square Footage \_\_\_\_\_  
 3. Must conform to National Electrical Code and State Law.

Permit Received By \_\_\_\_\_  
 Signature of Applicant \_\_\_\_\_  
 City District \_\_\_\_\_

**PERMIT ISSUED WITH LETTER**

**PERMIT ISSUED WITH LETTER**

CONTINUED TO REVERSE SIDE

White - Tax Assessor

Ivory Tag - CEO

Inspection Services  
Samuel P. Hoffses  
Chief



Planning and Urban Development  
Joseph E. Gray Jr.  
Director

CITY OF PORTLAND

April 12, 1994

RE: 522 Congress St.-Portland

R. P. Morrison  
169C Lewiston Road  
Gray, Maine 0409

Dear Sir:

Your application to demo interior as per plan has been reviewed and a permit is herewith issued subject to the following requirements: This permit does not preclude the applicant from meeting applicable State and Federal laws.

Building/Fire Code

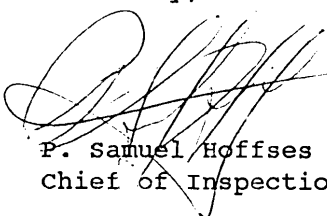
1. This permit is being issued with the understanding that no exterior work is to be done.
2. The fire suppression system shall be maintained during this proposed demo.

Site Plan

Planning Division Approved by Planning Board Deb Andrews  
Inspection Division Approved William Giroux  
Public Works Approved Craig Carrigan, PE  
Fire Department Approved LT. G. McDougal

If you have any questions regarding these requirements, please do not hesitate to contact this office.

Sincerely,



P. Samuel Hoffses  
Chief of Inspection Services

/el

cc: Gary Hamilton, Historic Preservation Officer  
LT. Gaylen McDougal, Fire Prevention Bureau  
Deb Andrews, Planning  
William Giroux, Zoning Administrator  
Craig Carrigan, PE, Development Review Coordinator

January 11, 1994

Ms. Jadine O'Brien, Chair  
Planning Board  
City of Portland  
389 Congress Street  
Portland, Maine 04101

Subject: **Maine College of Art/  
522 Congress Street Project**

Dear Ms. O'Brien:

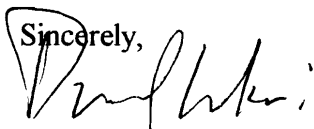
On behalf of the Maine College of Art, I am pleased to enclose seven copies of materials in support of their application for site plan approval for the property at 522 Congress Street (formerly Porteous department store). The College is required to obtain the Board's approval of the site plan, since the use of the building will be changed.

In addition, the Zoning Administrator has advised that the College must obtain a conditional use approval for our proposed uses in the Pedestrian Activities District requirements. This is necessary since approximately 35% of the area governed by the PAD (40 feet in depth) is now or may be considered to be in non-PAD uses.

In summary, the college is requesting the following approvals from the Planning Board:

- |    |                                             |                     |
|----|---------------------------------------------|---------------------|
| 1. | Site plan approval - change of use          | Sec. 14-524 et seq. |
| 2. | Conditional use approval - PAD requirements | Sec. 14-218(1)(d)   |

Thank you for your attention to this application.

Sincerely,  


David Lakari, President  
Consultant to Maine College of Art

Enc.

cc: Roger Gilmore, MECA  
Joan Fowler-Smith, MECA  
Richard Renner, Van Dam & Renner

**CITY OF PORTLAND, MAINE**

**SITE PLAN REVIEW**

**Processing Form**

Applicant Maine College of Art

Date 1/11/94

Mailing Address 97 Spring St- Ptld, ME 04101

Address of Proposed Site 522 Congress St

Proposed Use of Site school/retail/office - existing structure

Site Identifier(s) from Assessors Maps \_\_\_\_\_

Acreage of Site / Ground Floor Coverage 25,228 sq ft /

Zoning of Proposed Site \_\_\_\_\_

Site Location Review (DEP) Required: ( ) Yes ( ) No

Proposed Number of Floors \_\_\_\_\_

Board of Appeals Action Required: ( ) Yes ( ) No

Total Floor Area \_\_\_\_\_

Planning Board Action Required: ( ) Yes ( ) No

Other Comments: CHANGE OF USE - from retail to school/retail/office

Date Dept. Review Due: \_\_\_\_\_ -- contact person: Joan Fowler-Smith 775-3052

Major Site Plan review

**BUILDING DEPARTMENT SITE PLAN REVIEW**

(Does not include review of construction plans)

*Plan in file*

- Use does NOT comply with Zoning Ordinance
  - Requires Board of Appeals Action
  - Requires Planning Board/City Council Action

Explanation \_\_\_\_\_

Use complies with Zoning Ordinance — Staff Review Below

Zoning: SPACE & BULK, as applicable

	DATE	ZONE LOCATION	INTERIOR OR CORNER LOT	40 FT. SETBACK AREA (SEC. 21)	USE	SEWAGE DISPOSAL	REAR YARDS	SIDE YARDS	FRONT YARDS	PROJECTIONS	HEIGHT	LOT AREA	BUILDING AREA	AREA PER FAMILY	WIDTH OF LOT	LOT FRONTAGE	OFF-STREET PARKING	LOADING BAYS	
COMPLIES																			
COMPLIES CONDITIONALLY																			CONDITIONS SPECIFIED BELOW
DOES NOT COMPLY																			REASONS SPECIFIED BELOW

REASONS:

Why

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF REVIEWING STAFF/DATE

BUILDING DEPARTMENT—ORIGINAL

**CITY OF PORTLAND, MAINE**

**SITE PLAN REVIEW**

**Processing Form**

Applicant \_\_\_\_\_

Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Address of Proposed Site \_\_\_\_\_

Proposed Use of Site \_\_\_\_\_

Site Identifier(s) from Assessors Maps \_\_\_\_\_

Acreage of Site / Ground Floor Coverage \_\_\_\_\_

Zoning of Proposed Site \_\_\_\_\_

Site Location Review (DEP) Required: ( ) Yes ( ) No

Proposed Number of Floors \_\_\_\_\_

Board of Appeals Action Required: ( ) Yes ( ) No

Total Floor Area \_\_\_\_\_

Planning Board Action Required: ( ) Yes ( ) No

Other Comments: \_\_\_\_\_

Date Dept. Review Due: \_\_\_\_\_

**FIRE DEPARTMENT REVIEW**

1/11/94  
(Date Received)

	ACCESS TO SITE	ACCESS TO STRUCTURES	SUFFICIENT VEHICLE TURNING ROOM	SAFETY HAZARDS	HYDRANTS	SIAMESE CONNECTIONS	SUFFICIENCY OF WATER SUPPLY	OTHER	
APPROVED									CONDITIONS SPECIFIED BELOW
APPROVED CONDITIONALLY									
DISAPPROVED									

REASONS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Attach Separate Sheet if Necessary)

[Signature]  
SIGNATURE OF REVIEWING STAFF/DATE

FIRE DEPARTMENT COPY

**CITY OF PORTLAND, MAINE**  
**SITE PLAN REVIEW**  
**Processing Form**

*Planning*  
*- C Carrigan*

Applicant \_\_\_\_\_

Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Address of Proposed Site \_\_\_\_\_

Proposed Use of Site \_\_\_\_\_

Site Identifier(s) from Assessors Maps \_\_\_\_\_

Acreage of Site / Ground Floor Coverage \_\_\_\_\_

Zoning of Proposed Site \_\_\_\_\_

Site Location Review (DEP) Required: ( ) Yes ( ) No

Proposed Number of Floors \_\_\_\_\_

Board of Appeals Action Required: ( ) Yes ( ) No

Total Floor Area \_\_\_\_\_

Planning Board Action Required: ( ) Yes ( ) No

Other Comments: \_\_\_\_\_

Date Dept. Review Due: \_\_\_\_\_

**PUBLIC WORKS DEPARTMENT REVIEW**

(Date Received) \_\_\_\_\_

	TRAFFIC CIRCULATION	ACCESS	CURB CUTS	ROAD WIDTH	PARKING	SIGNALIZATION	TURNING MOVEMENTS	LIGHTING	CONFLICT WITH CITY CONSTRUCTION PROJECT	DRAINAGE	SOIL TYPES	SEWERS	CURBING	SIDEWALKS	OTHER	
APPROVED	/	/	N/A	N/A	-	N/A	N/A	/	/	/	N/A	/	/	/		
APPROVED CONDITIONALLY																CONDITIONS SPECIFIED BELOW
DISAPPROVED																REASONS SPECIFIED BELOW

REASONS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Attach Separate Sheet if Necessary)

*[Signature]* 4/7/94  
 \_\_\_\_\_  
 SIGNATURE OF REVIEWING STAFF/DATE

**CITY OF PORTLAND, MAINE**  
**SITE PLAN REVIEW**  
**Processing Form**

*Planning*

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_ Address of Proposed Site \_\_\_\_\_

Proposed Use of Site \_\_\_\_\_ Site Identifier(s) from Assessors Maps \_\_\_\_\_

Acreage of Site / Ground Floor Coverage \_\_\_\_\_ Zoning of Proposed Site \_\_\_\_\_

Site Location Review (DEP) Required: ( ) Yes ( ) No Proposed Number of Floors \_\_\_\_\_

Board of Appeals Action Required: ( ) Yes ( ) No Total Floor Area \_\_\_\_\_

Planning Board Action Required: ( ) Yes ( ) No

Other Comments: \_\_\_\_\_

Date Dept. Review Due: \_\_\_\_\_

**PLANNING DEPARTMENT REVIEW**

(Date Received) \_\_\_\_\_

- Major Development — Requires Planning Board Approval: Review Initiated
- Minor Development — Staff Review Below

	LOADING AREA	PARKING	CIRCULATION PATTERN	ACCESS	PEDESTRIAN WALKWAYS	SCREENING	LANDSCAPING	SPACE & BULK OF STRUCTURES	LIGHTING	CONFLICT WITH CITY PROJECTS	FINANCIAL CAPACITY	CHANGE IN SITE PLAN
APPROVED	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
APPROVED CONDITIONALLY												
DISAPPROVED												

CONDITIONS SPECIFIED BELOW

REASONS SPECIFIED BELOW

REASONS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach Separate Sheet if Necessary)

*approved by P. Boonell*  
*3/8/94*

*John G. Andrews*

SIGNATURE OF REVIEWING STAFF/DATE

# CITY OF PORTLAND, MAINE

## PLANNING BOARD

Jadine R. O'Brien, Chair  
Kenneth M. Cole III, Vice Chair  
Joseph R. DeCoursey  
Irving Fisher  
Cyrus Hagge  
John H. Carroll  
Donna Williams

September 15, 1994

Joan Fowler Smith  
Maine College of Art  
97 Spring Street  
Portland, ME 04101

RE: 522 Congress Street - Site Plan Review

Dear Joan:

On March 8, 1994, the Portland Planning Board voted 6-0 (Cole absent) to approve the site plan for the renovation of the former Porteous Department Store at 522 Congress Street. The project was also granted conditional use approval.

The approval is based on the submitted site plan and the findings related to site plan review standards as contained in Planning Report #10-94, which is attached.

Please note the following provisions and requirements for all site plan approvals:

1. A performance guarantee covering the site improvements as well as an inspection fee payment of 1.7% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.
2. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the city and the applicant. Requests to extend approvals must be received before the expiration date.



**NOT**  
REVIEWED FOR  
BARRIER - FREE  
COMPLIANCE

**STATE OF MAINE**  
DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF STATE FIRE MARSHAL  
AUGUSTA  
**CONSTRUCTION PERMIT**



Permit No. 6890

NOTE: FOR MONUMENTAL STAIR AND STRUCTURAL STEEL ONLY.

PERMISSION IS HEREBY GIVEN TO:

Maine College of Art  
97 Spring Street  
Portland, ME 04101

Location of project:

522 Congress St.  
Portland, ME

PROJECT TITLE:

Maine College of Art  
OCCUPANCY CLASSIFICATION:  
Business

*To construct or alter the afore referenced building according to the plans hitherto filed with the Commissioner and now approved. No departure from such plans shall be made without prior approval in writing.*

*This permit will expire at midnight on June 4, 19 95.*

*This permit is issued under the provisions of Title 25, Chapter 317, Section 2448*

*Nothing herein shall excuse the holder of this permit for the failure to comply with local ordinances, zoning laws, or other pertinent legal restrictions.*

Dated the 5th day of December A.D. 19 94

FEE \$ 450.00

\*SPRINKLED

Col. Alfred R. Skolfield, AC  
Commissioner - Public Safety

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME

DEC 7 1994



David Gordon Associates

A Briggs Associates, Inc. Company

Mon, December 27th, 1994

Mr. Sam Hoffses  
City of Portland, Building Inspection Dept.  
389 Congress Street, Room 315  
Portland, ME 04101

Project No. 31128

Dear Mr. Hoffses:

This letter is in confirmation of our telephone conversation of December 14th with regard to stair pressurisation for the Maine College of Art (Porteous Building) at 522 Congress Street Portland.

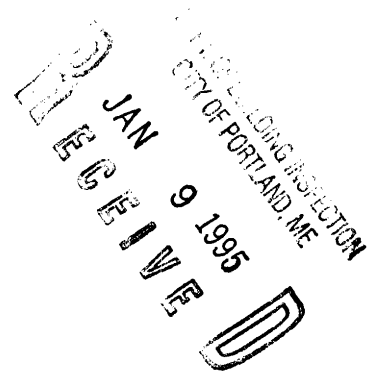
I understand that your interpretation of the building code (B.O.C.A.) is that it is not necessary to provide stair pressurization for this building as a method of smoke control because the building does not fall into the high rise category. Specifically the distance from the lowest level of fire department vehicle access to the floor of the highest occupiable story (5th floor) is less than 75 feet. This distance is 61 feet 5 inches for this building.

The exit stairwells will be 2 hr fire rated smoke compartments as you required.

Sincerely,

Declan O'Riordan  
HVAC Engineer  
David Gordon Associates, Inc.

cc: P. Attardo, VD&R  
D. Gordon, DGA  
G. Lynch, DGA



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90 Oak Street, Newton Upper Falls, Massachusetts 02164

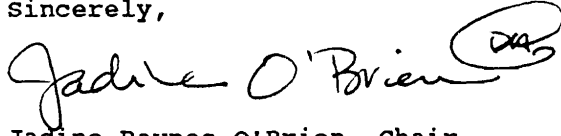
Tel (617) 964-1330 • Fax (617) 332-7407

Rockland, MA • Markham, ONT • Pawtucket, RI • Columbia, MD • Atlanta, GA • Nashville, TN • Altamonte Springs, FL



If there are any questions, please contact the Planning Staff.

sincerely,

A handwritten signature in cursive script that reads "Jadine O'Brien". The signature is written in black ink on a white background. The "O'Brien" part is written in a slightly larger and more prominent style than "Jadine".

Jadine Raynes O'Brien, Chair  
Portland Planning Board

cc: Joseph E. Gray, Jr., Director of Planning and Urban Development  
Alexander Jaegerman, Chief Planner  
Deborah Andrews, Senior Planner  
✓ P. Samuel Hoffses, Chief of Building Inspections  
William Giroux, Zoning Administrator  
George Flaherty, Director of Environmental/Intergovernmental Services  
Kathy Staples, Project Engineer, Parks and Public Works  
Owens McCullough, Acting Development Review Coordinator  
William Bray, Deputy Director of Public Works  
Jeff Tarling, City Arborist  
Paul Niehoff, Materials Engineer  
Natalie Burns, Associate Corporation Counsel  
Lt. Gaylen McDougall, Fire Prevention  
Mary Gresik, Building Permit Secretary  
Approval Letter File