Form # P 04

### DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

## CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

# PERMIT

Permit Number: 081374

This is to certify that MAINE EMPLOYERS' MUT LINSU SOMPANY ng

has permission to Office to Office interior tenan

AT \_\_245 COMMERCIAL ST

provided that the person or persons, first or communion accepting this permit shall comply with all of the provisions of the Statutes of Mane and of the Communication of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in

-038 F006001

this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Not ation o spection nust b give nd writte bermissi procure befo this bui ng or p hereof is or oth sed-in. 2 lath HO NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. Cos

Health Dept.

Appeal Board \_\_\_\_
Other \_\_\_\_

Department Name

PENALTY FOR REMOVING THIS CARD

Director - Byilding & Inspection Services

City of Portland, Mair	ne - Building or Use	Permit Application	Permit No:	Issue Date:	CBL:		
389 Congress Street, 0410	01 Tel: (207) 874-8703	3, Fax: (207) 874-8716	08-1374		038 F006001		
Location of Construction:	Owner Name:	0	wner Address:		Phone:		
245 COMMERCIAL ST	MAINE EMP	LOYERS' MUTUAL I   F	PO BOX 11409				
Business Name:	Contractor Name	e: C	ontractor Address:	Phone			
	Langford & L	ow, Inc.	PO Box 662 Portland 2077975141				
Lessee/Buyer's Name	Phone:	Pe	Permit Type: Zone:				
			Alterations - Commercial				
Past Use:	Proposed Use:	 P	Permit Fee: Cost of Work: CEO District:				
Commercial Office	Commercial -	Office - Office to	\$690.00 \$66,200.00		1		
	Office interior	r tenant fit-up - 2 F	TRE DEPT:	PECTION:			
		floor		Denied	Group: 🎖 💮 Type: 🥱		
				,	-200005		
			See Condid	tuns !	Group: B Type: 3		
Proposed Project Description:	- \ C		, ,	¬   ^			
Office to Office interior ten	ant fit-up $-2$ $+6$	S			ature:		
		P	EDESTRIAN ACTIVI	ITIES DISTRICT	T (P.A.D.)  d W/Conditions  Qenied		
		A	Action: Approved	d Approved			
			ntan	10 war	1 200 Hoor		
		S	ignature:	<u> </u>	Date: 16/28/0		
Permit Taken By:	Date Applied For:		Zoning A	Approval	, ,		
ldobson	10/28/2008	Special Zone on Deviews	Zoning	Anneal	Historic Preservation		
1. This permit application		Special Zone or Reviews	Zoning	Appear			
Applicant(s) from meet Federal Rules.	ting applicable State and	Shoreland	Variance		Not in District or Landm		
					Dogs Not Deswire Design		
<ol><li>Building permits do no</li></ol>		Wetland	Miscellaneous		Does Not Require Review		
septic or electrical work			☐ Conditional Use ☐ Interpretation ☐ Approved		Requires Review  Approved  Approved w/Conditions		
	oid if work is not started	Flood Zone					
within six (6) months o False information may							
permit and stop all work		Subdivision					
F		Cito Diam					
		Site Plan					
		Maj. Minor MM	Denied		Denied /		
		Wall Will Cons of	A S S		and at knorw		
		Day Color			To givesol		
	.	Date: (0/20/	Date:		Date: Vegetory.		
		. /		2	epanya reny		
f and	e and				& MALONE		
American and the same of the s	-				, y '		
	Control for the second seal						
		CERTIFICATION	1				
hereby certify that I am the	owner of record of the no			uthorized by th	a owner of record and tha		
have been authorized by the							
urisdiction. In addition, if a							
hall have the authority to en							
uch permit.							
SIGNATURE OF APPLICANT		ADDRESS		DATE	PHONE		
SIGNATURE OF APPLICANT		ADDRESS		DATE	rnune		

DATE

PHONE

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE

# BUILDING PERMIT INSPECTION PROCEDURES Please call 874-8703 or 874-8693 (ONLY)

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.

A Pre-construction Meeting will take place upon receipt of your building permit.

Framing/Rough Plumbing/Electrical: Prior to Any Insulating or drywalling

Final inspection required at completion of work.

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.

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

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

Signature of Applicant/Designee

Signature of Inspections Official

CBL: 038 F006001

Building Permit #: 08-1374

#### City of Portland, Maine - Building or Use Permit

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

	Permit No:	Date Applied For:	CBL:
<u> </u>	08-1374	10/28/2008	038 F006001

Location of Construction:	Owner Name:		Owner Address:	Phone:
245 COMMERCIAL ST	MAINE EMPLOYE	RS' MUTUAL I	PO BOX 11409	
Business Name:	Contractor Name:	Contractor Name: Co		Phone
	Langford & Low, Inc	<b>.</b> .	PO Box 662 Portland	(207) 797-5141
Lessee/Buyer's Name	Phone:		Permit Type:	
			Alterations - Commercial	

Proposed Use:	Proposed Project Description:
Commercial - Office - Office to Office interior tenant fit-up on second floor	Office to Office interior tenant fit-up

Dept: Zoning

**Status:** Approved with Conditions

Reviewer: Marge Schmuckal

**Approval Date:** 

10/28/2008

Note:

Ok to Issue:

- 1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic
- 2) Separate permits shall be required for any new signage.
- 3) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work. It is understood that all work is interior.

Dept: Building

**Status:** Approved with Conditions

**Reviewer:** Tammy Munson

**Approval Date:** 10/30/2008

Note:

Ok to Issue:

- 1) Interior finishes shall be classified in accordance with ASTM E 84 for flame spread and smoke-developed indexes.
- 2) All penetratios through rated assemblies must be protected by an approved firestop system installed in accordance with ASTM 814 or UL 1479, per IBC 2003 Section 712.
- 3) Separate permits are required for any electrical, plumbing, or HVAC systems. Separate plans may need to be submitted for approval as a part of this process.

Dept: Fire

**Status:** Approved with Conditions

Reviewer: Capt Greg Cass

**Approval Date:** 

10/28/2008

Ok to Issue:

Note:

- 1) Non- combustable construction of this structure requires all construction to be Non-combustable.
- 2) All means of egress to remain accessible at all times
- 3) The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.
- 4) A single source supplier should be used for all through penetrations.

# 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.

Location/Address of Construction: 245 Co	ommercial Street, 2nd Floor						
<u> </u>							
Total Square Footage of Proposed Structure/A Renovation of <u>tenant</u> space/3,310							
Tax Assessor's Chart, Block & Lot	Applicant *must be owner, Lessee or Buye	er* Telephone:					
Chart# Block# Lot#	Name MEMIC/Catherine Lamson	207-791-3304					
038 F006001 Address 261 Commercial Street							
	City, State & Zip Portland, ME 041	01					
Lessee/DBA (If Applicable)	Owner (if different from Applicant)	Cost Of Work \$ 66,200					
	Name	Work: \$					
	Address	C of O Fee: \$					
	City, State & Zip	m 15 4 600					
		Total Fee: \$ <u>682</u>					
Current legal use (i.e. single family) Office	building						
If vacant, what was the previous use?							
Proposed Specific use:	If ves. please name						
Project description:							
office to office - intento	er tenant fitup						
Contractor's name: Langford & LOW	-	<del></del>					
Address: P. O. Box 662, 248 Warr	en Avenue						
City, State & ZipPortland, ME 041		Telephone: 797-5141					
Who should we contact when the permit is read	elephone:						
Mailing address:							
Please submit all of the information	outlined on the applicable Checkl	ist Failure to					

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 <a href="https://www.portlandmaine.gov">www.portlandmaine.gov</a>, 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 from the provisions of the codes applicable to this permit.

Signature:	Date:	10/27	108	 
			7	 

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



# Certificate of Design Application

Brian Curley of PDT Architects

From Designer:	Brian Curley of PDT Arc	chitects	
Date:	October 24, 2008		
Job Name:	_245 Commercial Street,	2nd Floor	
Address of Construction:	245 Commercial Street,	Portland, ME 04	101
Constr	2003 Internationa ruction project was designed to the	0	ria listed below:
Building Code & Year IBC 2	003 Use Group Classification	on (s) Group B Bus	iness/Group M Merchantile
Type of Construction Type			
Will the Structure have a Fire sup	pression system in Accordance with	Section 903.3.1 of the	2003 IRC <u>yes</u>
Is the Structure mixed use?ye	S If yes, separated or non se	eparated or non separate	ed (section 302.3) <u>existing</u>
Supervisory alarm System?ye	•	•	
·		1	,
Structural Design Calculations			Live load reduction
Submitted for all	structural members (106.1 – 106.11)		Roof live loads (1603.1.2, 1607.11)
	<b>D</b>		Roof snow loads (1603.7.3, 1608)
<b>Design Loads on Construction</b> Uniformly distributed floor live loads			Ground snow load, Pg (1608.2)
	Loads Shown	<del></del>	If $Pg > 10$ psf, flat-roof snow load $Pf$
-			If $Pg > 10$ psf, snow exposure factor, $_G$
			If $Pg > 10$ psf, snow load importance factor, $L$
			Roof thermal factor, $_{\widetilde{G}}$ (1608.4)
			Sloped roof snowload,p <sub>3</sub> (1608.4)
Wind loads (1603.1.4, 1609)			Seismic design category (1616.3)
Design option utiliz			Basic seismic force resisting system (1617.6.2)
Basic wind speed (1	•		Response modification coefficient, $R_I$ and
	nd wind importance Factor, <sub>by</sub> table 1604.5, 1609.5)		deflection amplification factor $_{C\!$
Wind exposure cate	• • • •		Analysis procedure (1616.6, 1617.5)
Internal pressure coeff	,		Design base shear (1617.4, 16175.5.1)
<u>*</u>	ing pressures (1609.1.1, 1609.6.2.2) ures (7603.1.1, 1609.6.2.1)	Flood loads (1	1803.1.6, 1612)
Earth design data (1603.1.5, 161	, ,		Flood Hazard area (1612.3)
, ,	,		Elevation of structure
Design option utiliz	,	Other loads	_
Seismic use group (*	category ) perficients, SDs & SD1 (1615.1)		Concentrated loads (1607.4)
Spectral response & Co	(1013.1)		Partition loads (1607.5)
			Misc. loads (Table 1607.8, 1607.6.1, 1607.7, 1607.12, 1607.13, 1610, 1611, 2404



# Accessibility Building Code Certificate

Designer:	PDT Architects								
Address of Project:	245 Commercial Street								
Nature of Project:	Interior fitup of two tenant spaces on the 2nd floor								

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act. Residential Buildings with 4 units or more must conform to the Federal Fair Housing Accessibility Standards. Please provide proof of compliance if applicable.



Signature:

Principal

Firm:

PDT Architects

Address:

49 Dartmouth Street

Portland, ME 04101

Phone:

207-775-1059

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



## Certificate of Design

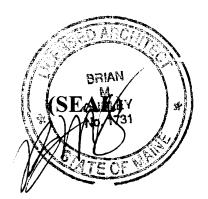
**Date:** 0ctober 24, 2008

From: Brian M. Curley, AIA

These plans and / or specifications covering construction work on:

Second floor tenant fitup for 245 Commercial Street, Portland, ME 04101

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: Principal

Firm: PDT Architects

Address: 49 Dartmouth Street

Portland, ME 04101

Phone: 207-775-1059

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

# ME HEALTH MANAGEMENT COALITION & ME HEALTH INFORMATION CENTER

Second Floor Tenant Fit-Up

245 Commercial Street Portland, Maine

**ISSUE** 

PERMIT SET 27 OCTOBER 2008



001 2.8 2000

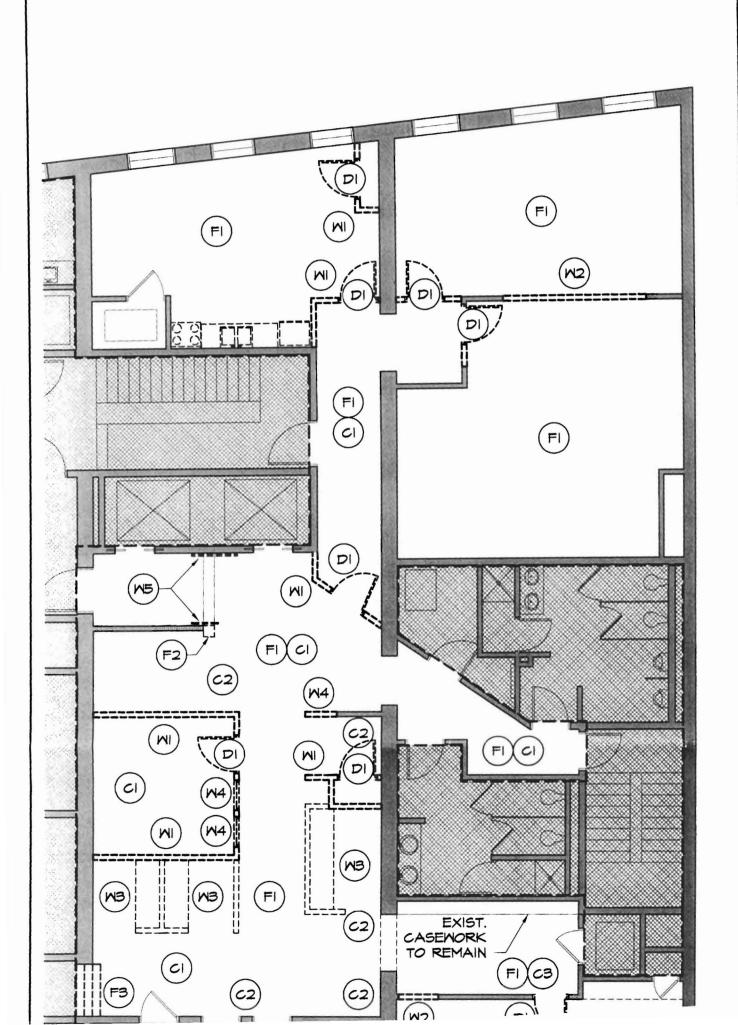


49 DARTMOUTH STREET PORTLAND, MAINE 04101 207-775-1059 www.pdtarchs.com

#### PROJECT GENERAL NOTES

- I. THESE NOTES ARE INTENDED FOR GENERAL REFERENCE AND INFORMATION AND TO AUGMENT THE CONTRACT.
- 2. ALL WORK INCLUDED IN THIS CONTRACT SHALL CONFORM TO ALL NATIONAL, STATE, AND LOCAL CODES, ORDINANCES AND AGENCY REQUIREMENTS INCLUDING, BUT NOT LIMITED TO: HAZARDOUS MATERIAL REMOVAL, SOLID WASTE DISPOSAL, SEISMIC DESIGN, AND LIFE-SAFETY.
- 3. DEFINITIONS
- NEM: MAY BE USED TO INDICATE ITEMS WHICH SHALL BE FURNISHED AND INSTALLED BY THIS CONTRACT. TYPICALLY USED TO ENSURE CLARITY BETWEEN VARIOUS COMPONENTS OF THE DRAWINGS. NOT ALL ITEMS ARE LABELED AS "NEW" WHEN IT IS OBVIOUS BY OTHER INDICATION.
- EXISTING EXISTING BUILDING OR SITE COMPONENTS WHICH ARE IN PLACE AT THE START OF CONSTRUCTION. NOT ALL ITEMS ARE LABELED AS "EXISTING" WHEN IT IS OBVIOUS BY OTHER INDICATION. CONSULT THE ARCHITECT FOR CLARIFICATION.
- REPAIR: RESTORE TO PROPER OPERATING AND AESTHETIC CONDITION.
- RESTORE: BRING BACK TO FORMER CONDITION, BY REPAIRING OR PATCHING AS REQUIRED.
- PATCH: RESTORE TO CONDITION MATCHING EXISTING ADJACENT CONSTRUCTION, SURFACE TEXTURE AND FINISH.
- N.I.C. (NOT IN CONTRACT): WORK WHICH IS NOT INCLUDED IN THIS CONTRACT, BUT WHICH MAY REQUIRE CONTRACTOR COORDINATION.
- REMOVE: DISMANTLE AND/OR EXTRACT FROM THE PREMISES ENTIRELY. DISPOSE OF OFF SITE UNLESS NOTED OTHERWISE.
- REPLACE: DISMANTLE AND/OR EXTRACT FROM THE PREMISES ENTIRELY. DISPOSE OF OFF SITE UNLESS NOTED OTHERWISE. PROVIDE NEW MATERIAL AS INDICATED.
- DEMOLISH: DISMANTLE AND/OR EXTRACT FROM THE PREMISES ENTIRELY. DISPOSE OF OFF SITE UNLESS NOTED OTHERWISE.
- SALVAGE: REMOVE AND REINSTALL OR REMOVE AND DELIVER TO THE OWNER, AS INDICATED.
- 4. IT IS THE INTENT OF THE DRAWINGS AND SPECIFICATIONS TO HAVE THE

- 5. VERIFY THE FOLLOWING ITEMS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO PROCEEDING WITH WORK, AND PROCEED WITH THE WORK ONLY AFTER SUCH DISCREPANCIES ARE RESOLVED BY THE ARCHITECT:
- EXISTING CONDITIONS
- THE SIZE AND LOCATION OF ALL EXISTING UTILITIES.
- DISCREPANCIES BETWEEN OR WITHIN THE CONTRACT DOCUMENTS.
- UNSUITABLE SOILS: REPORT THE LOCATION OF ALL UNSUITABLE SOIL MATERIALS BELOW ANTICIPATED LEVELS OF FOOTINGS OR SLABS PRIOR TO SETTING FORMS.
- MECHANICAL, ELECTRICAL AND PLUMBING COORDINATION HAVING POTENTIAL IMPACT ON CEILING HEIGHTS OR BUILDING APPEARANCE
- DIMENSIONAL DISCREPANCIES.
- 6. PROVIDE BOND-OUTS, BLOCKING, SLEEVES AND PIPES AS REQUIRED FOR ALL WALL, FLOOR, ROOF, AND CEILING PENETRATIONS THROUGH STRUCTURE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF STRUCTURAL, MECHANICAL, PLUMBING AND ELECTRICAL COMPONENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SEALING ALL PENETRATIONS IN FIRE RATED ASSEMBLIES AND SMOKE ASSEMBLIES TO CONFORM TO U.L. RATED ASSEMBLIES AND ALL NFPA AND BOCA BUILDING CODE REQUIREMENTS. ALL PENETRATIONS SHALL ALSO COMPLY WITH THE ACOUSTICAL ASSEMBLY RATING REQUIRED FOR EACH WALL OR FLOOR ASSEMBLY.
- 7. DO NOT PENETRATE STRUCTURAL BEAMS, COLUMNS, OR SHEAR WALLS.
- 8. COORDINATE THE WORK OF ALL SUBCONTRACTORS.
- 9. PROVIDE WORK HOLES AND ACCESS HOLES TO INSTALL NEW SYSTEMS IN CONCEALED SPACES, AS REQUIRED OR INDICATED. REPAIR THE OPENINGS AS INDICATED IN NOTES.
- 10. MAINTAIN FIRE RATING OF CORDITATE



#### DEMOLITION LEGEND



EXISTING WALL TO REMAIN



EXISTING WALL TO BE DEMOLISHED



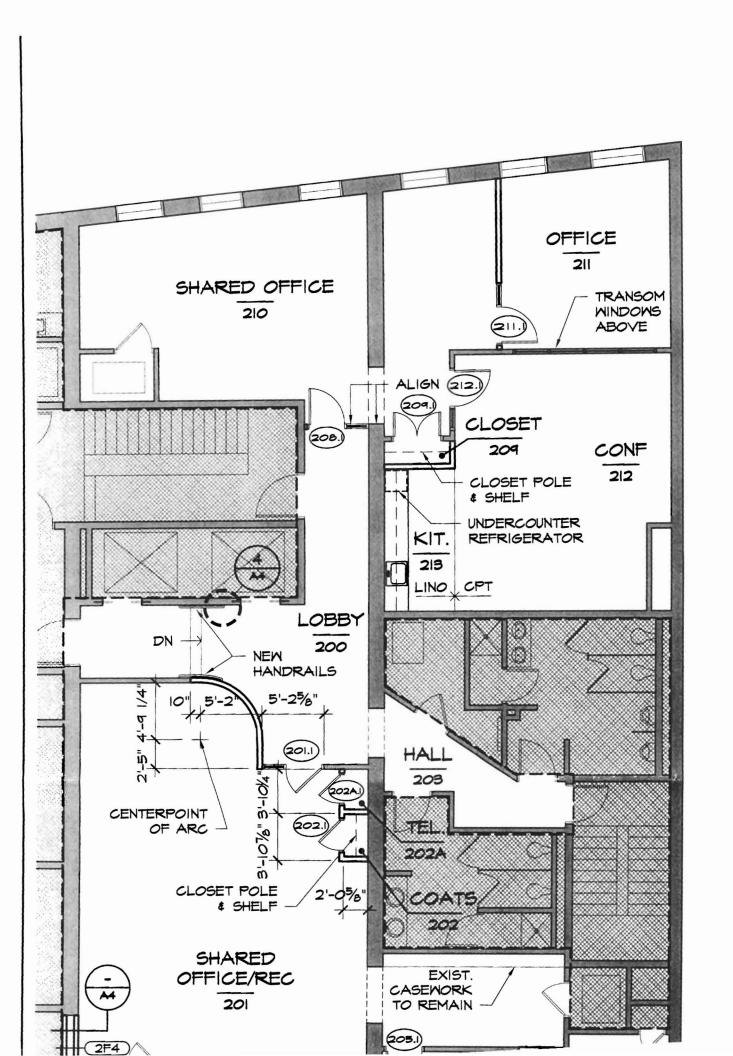
AREA NOT IN SCOPE OF WORK

#### DEMOLITION GENERAL NOTES

- I. ALL SMITCHES & OUTLETS TO REMAIN UNLESS NOTED OTHERWISE.
- 2. PROTECT ALL SURFACES TO REMAIN DURING CONSTRUCTION.

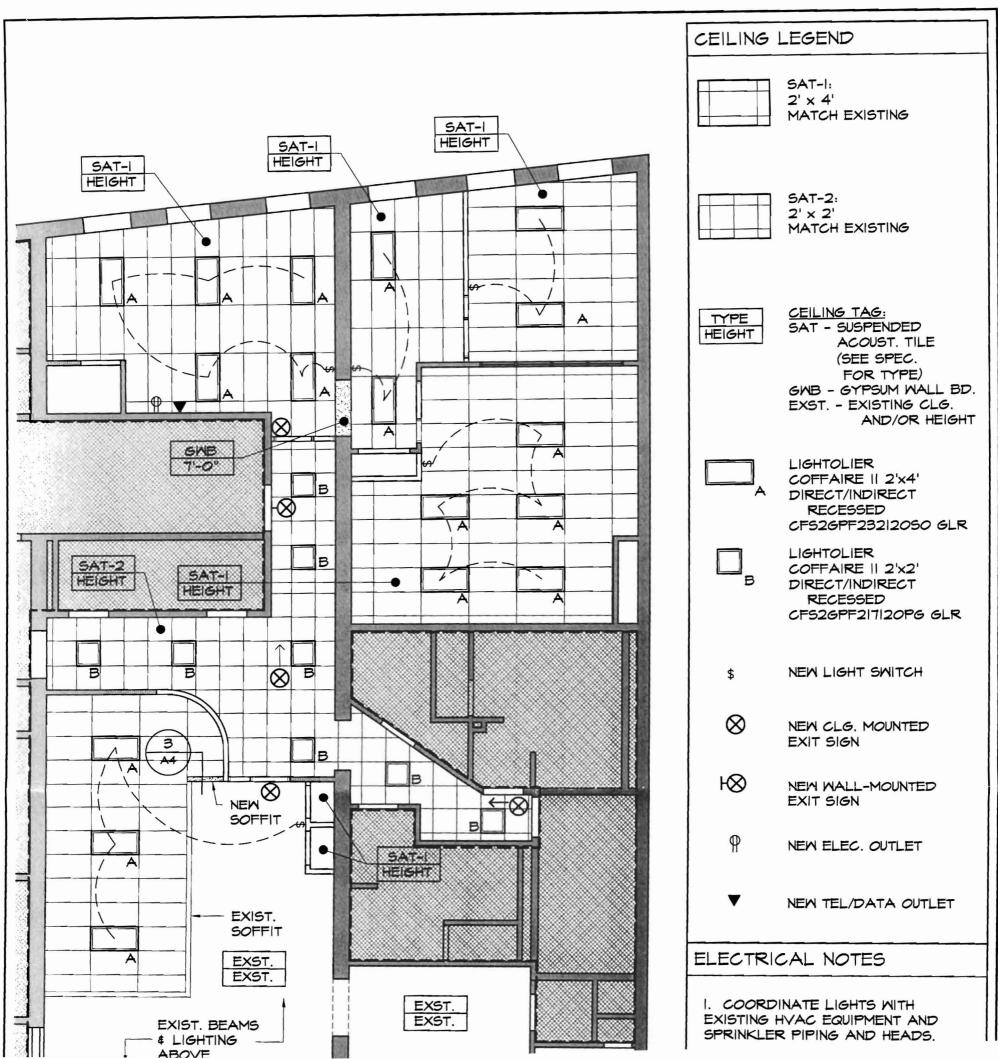
#### DEMOLITION KEY NOTES

- REMOVE EXIST. PARTITION. MI LEAVE WIRING AND PIPING INTACT FOR POSSIBLE RE-USE. PATCH & REPAIR SURROUNDING SURFACES TO REMAIN.
- REMOVE PORTION OF (W2) EXIST. PARTITION FOR INSTALLATION OF NEW DOOR, SIDELIGHT AND/OR TRANSOM WINDOWS. RE-ROUTE WIRING OR PIPING IF NECESSARY. SEE SCHEDULE SHEET.
- (M3) REMOVE PARTIAL HEIGHT WALLS AND CASEMORK.
- (M4 REMOVE GLAZING AND FRAMES.
- (M5) REMOVE HANDRAIL.
- 'DI REMOVE DOOR \$ HARDWARE, PREPARE OPENING FOR NEW DOOR.
- FI REMOVE CARPETING. SCRAPE & CLEAN SUB-FLOOR & PREP FOR INSTALLATION OF NEW FLOORING MATERIAL.
- (F2) REMOVE PORTION OF STEP FOR INSTALLATION OF NEW WALL PATCH . PERA



# WALL TYPES: EXIST. STRUCTURE FILL VOIDS AT STRUCT. W/ FG INSUL DEFLECTION CHANNEL ANCHOR TO STRUCT. GNB & STUDS FREE FLOATING I LAYER 5/8" GWB EA. SIDE 3 5/8" METAL STUD, 2A4 2 LAYERS GWB EXIST. STRUCTURE FILL VOIDS AT STRUCT. W/ FG INSUL DEFLECTION CHANNEL ANCHOR TO STRUCT. GMB & STUDS FREE FLOATING I LAYER 5/8" GWB 3 5/8" METAL STUD, 2F4 ONE LAYER GWB LEGEND EXISTING WALL TO REMAIN NEW WALL AREA NOT IN SCOPE OF WORK PLAN GENERAL NOTES I. ALL PARTITIONS TO BE TYPE 2A4 UNLESS NOTED OTHERWISE. 2. SET DIMENSION SO THAT EXIST. REF. DOOR WILL CLEAR CORNER WHEN OPEN TO 90°.





DOOR S	DOOR SCHEDULE								
DR Nº	LOCATION	STATUS	DOOR MAT.	DOOR TYPE	FRAME TYPE	SIZE	FIRE RATING	REMARKS	
201.1	SHARED OFFICE/REC		H.M.	1	A	3-0×6-8		Verify existing 6'-8" door height	
202.1	COATS		H.M.	2	В	2-6×6-8		Verify existing 6'-8" door height	
202A.I	TEL.		H.M.	2	В	2-6×6-8		Verify existing 6'-8" door height	
205.1	CONFERENCE		H.M.	11	В	3-0×6-7_		Verify existing 6'-8" door height	
208.1	VESTIBULE		H.M.	<u>l</u>	A	3-0×6-8		Verify existing 6'-8" door height	
209.1	CLOSET		H.M.	2	В	4-0×6-8		Pair; Verify existing 6'-8" door height	
211.1	OFFICE		H.M.	1_	_A	3-0×6-8		Verify existing 6'-8" door height	

RM Nº	NAME		WALLS				BASE	FRAME
		N	E	S	W	MAT.	MAT.	Color
200	LOBBY	wc	wc	wc	wc	CPT	WOOD	
201	SHARED OFFICE/REC	Р	Р	Р	Р	СРТ	PTD. WD	
202	COATS	Р	Р	Р	Р	CPT	∨B	
202A	TEL.	P	Р	_ P	Р	sv	∨B	
203	HALL	Р	Р	Р	Р	CPT	∨B	
205	CONFERENCE	Р	Р	Р	Р	CPT	EXIST*	
206	OFFICE	Р	Р	Р	Р	CPT	EXIST*	
207	OFFICE	Р	Р	Р	Р	CPT	EXIST*	
209	COATS	Р	Р	Р	Р	VCT	∨B	
210	SHARED OFFICE	Р	Р	Р	Р	CPT	∨B	
211	OFFICE	Р	Р	Р	Р	CPT	∨B	
212	CONFERENCE	Р	Р	Р	Р	CPT	∨B	
213	KITCHEN	Р	Р	Р	Р	LINO	∨B	

\* MATCH EXISTING WOOD BASE @ NEW WORK

VB = VINYL BASE

CPT = CARPET

P = PAINT

WD = WOOD

