

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK  
**CITY OF PORTLAND**

Please Read  
 Application And  
 Notes, If Any,  
 Attached

BU **PERMIT** ION

Permit Number: 090284

This is to certify that MAINE EMPLOYERS' MUTUAL INSURANCE COMPANY, INC.  
 has permission to Demolition of Interior Partitions on the Third Floor Tenant fit-out for new tenant "Stanford Mangement, LLC"  
 AT 245 COMMERCIAL ST CE 038 F006001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

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

Notification of inspection must be given and written permission procured before this building or part thereof is lath or other work is set-in. 2

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

PERMIT ISSUED

NOTICE IS REQUIRED.

OTHER REQUIRED APPROVALS

Fire Dept. *[Signature]* *[Date]*

Health Dept.

Appeal Board

Other

Department Name

APR 29 2009

CITY OF PORTLAND

*[Signature]* 4/28/09  
 Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

**City of Portland, Maine - Building or Use Permit Application**

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

Permit No: 09-0284	Issue Date: 4/28/09	CBL: 038 F006001
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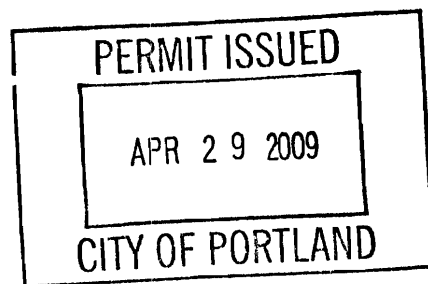
Location of Construction: 245 COMMERCIAL ST	Owner Name: MAINE EMPLOYERS' MUTUAL I	Owner Address: PO BOX 11409	Phone: 207-791-3304
Business Name:	Contractor Name: TBD	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	Zone:

Past Use: Commercial	Proposed Use: Commercial - Demolition of Interior Partitions on the Third Floor w/tenant fit-up for new tenant "Stanford Mangement, LLC"	Permit Fee: \$120.00	Cost of Work: \$10,000.00	CEO District: 1
		FIRE DEPT: 4/27/09 w/conditions <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: B Type: III IBC-2003	

Proposed Project Description: Demolition of Interior Partitions on the Third Floor w/tenant fit-up for new tenant "Stanford Mangement, LLC"	Signature: <i>[Signature]</i> 2009	Signature: <i>[Signature]</i> 4/28/09
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: _____ Date: _____		

Permit Taken By: Imd	Date Applied For: 04/07/2009	<b>Zoning Approval</b>
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<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 information may invalidate a building permit and stop all work..</p>	<p><b>Special Zone or Reviews</b></p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan <i>O.K.</i></p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: 4/28/09 <i>CSH.</i></p>	<p><b>Zoning Appeal</b></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><b>Historic Preservation</b></p> <p><input type="checkbox"/> Not in District or Landmark</p> <p><input checked="" 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: 4/28/09 <i>CSH.</i></p>
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**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

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

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

<b>Permit No:</b> 09-0284	<b>Date Applied For:</b> 04/07/2009	<b>CBL:</b> 038 F006001
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<b>Location of Construction:</b> 245 COMMERCIAL ST	<b>Owner Name:</b> MAINE EMPLOYERS' MUTUAL I	<b>Owner Address:</b> PO BOX 11409	<b>Phone:</b> 207-791-3304
<b>Business Name:</b>	<b>Contractor Name:</b> TBD	<b>Contractor Address:</b>	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	

<b>Proposed Use:</b> Commmercial - Demolition of Interior Partitions on the Third Floor w/tenant fit-up for new tenant "Stanford Mangement, LLC"	<b>Proposed Project Description:</b> Demolition of Interior Partitions on the Third Floor w/tenant fit-up for new tenant "Stanford Mangement, LLC"
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<b>Dept:</b> Zoning	<b>Status:</b> Approved	<b>Reviewer:</b> Chris Hanson	<b>Approval Date:</b> 04/28/2009
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Chris Hanson	<b>Approval Date:</b> 04/28/2009
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
1) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm or HVAC or exhaust systems. 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.			
<b>Dept:</b> Fire	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Ben Wallace Jr.	<b>Approval Date:</b> 04/27/2009
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
1) All construction shall comply with NFPA 101			

<b>Comments:</b> 4/9/2009-Ldobson: PDT Architects called and discovered they have completely fill out the wrong application this is a tenant fit-up in conjunction with the tenant fit-up they will be removing walls
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# Demolition of a Structure 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>245 COMMERCIAL ST., PORTLAND</u>		
Total Square Footage of Proposed Structure <u>4380 S.F. OF EXISTING BLDG.</u>		Square Footage of Lot:
Tax Assessor's Chart, Block & Lot: Chart#      Block#      Lot# <u>038      F006001</u>	Owner: <u>MEMIC</u>	Telephone: <u>791-3304</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>PDT ARCHITECTS 49 DARTMOUTH ST. PORTLAND, ME 04101</u>	Cost Of Work: \$ <u>10,000</u> Fee: \$ _____
Current legal use: (i.e. garage, warehouse) <u>BUSINESS</u> If vacant, what was the previous use? _____ How long has it been vacant? _____ <b>Project description:</b> <u>DEMOLITION OF INTERIOR PARTITIONS ON THIRD FLOOR IN PREPARATION FOR NEW TENANTS</u>		
Contractor's name, address & telephone: <u>TBD</u>		
Who should we contact when the permit is ready: <u>KATHERINE FISCHER, PDT ARCHITECTS</u> Mailing address: <u>49 DARTMOUTH ST.</u> Telephone: <u>775-1059</u> <u>PORTLAND, ME 04101</u>		

Please submit all of the information outlined in the Demolition call list. 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](http://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 of applicant: Katherine A. Fischer

Date: 4-7-09

**This is not a permit; you may not commence ANY work until the permit is issued.**

## 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

4-29-09  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date

# STANFORD MANAGEMENT, LLC

Third Floor Tenant Fit-Up

245 Commercial Street  
Portland, Maine

## ISSUE

CONSTRUCTION DRAWINGS

7 APRIL 2009

### ARCHITECTS

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

## PROJECT GENERAL NOTES

1. 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:

- NEW: 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 CONTRACTOR PROVIDE A COMPLETE RENOVATION READY FOR OCCUPANCY. PROVIDE ALL LABOR, MATERIALS AND INCIDENTALS NECESSARY TO ACHIEVE THIS INTENT. FAILURE OF THE DRAWINGS OR SPECIFICATIONS TO INDICATE EACH INCIDENTAL SHALL NOT RELIEVE THE CONTRACTOR FROM PROVIDING THE NECESSARY ITEMS AS PART OF THIS CONTRACT. THE DRAWINGS SHOW THE DESIGN AND LAYOUT, DESCRIBE THE QUALITY LEVEL AND CONSTRUCTION TECHNIQUES IN A GENERAL SENSE ONLY. ALL DETAILS ARE TYPICAL. WHAT IS SHOWN IN ONE CONDITION APPLIES TO ALL OTHER SIMILAR CONDITIONS, UNLESS NOTED OTHERWISE.

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 CORRIDORS AND OTHER RATED SPACES AFFECTED BY CONSTRUCTION. MAINTAIN CODE-REQUIRED EGRESS ROUTE AND WIDTH DURING CONSTRUCTION.

## SYMBOLS

WALL IDENTIFIER 

SECTION 

SECTION DETAIL 

## LIST OF DRAWINGS

TI	GENERAL NOTES, SYMBOLS, DRAWING LIST
DI	DEMOLITION PLAN
AI	FLOOR PLAN, PARTITION TYPES

ARCHITECTURE  
INTERIOR DESIGN  
PLANNING

49 DARTMOUTH STREET  
PORTLAND, MAINE 04101  
www.pdtarchs.com

ARCHITECTS

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245 Commercial Street  
PORTLAND, MAINE

TITLE  
GENERAL NOTES, SYMBOLS, DRAWING LIST

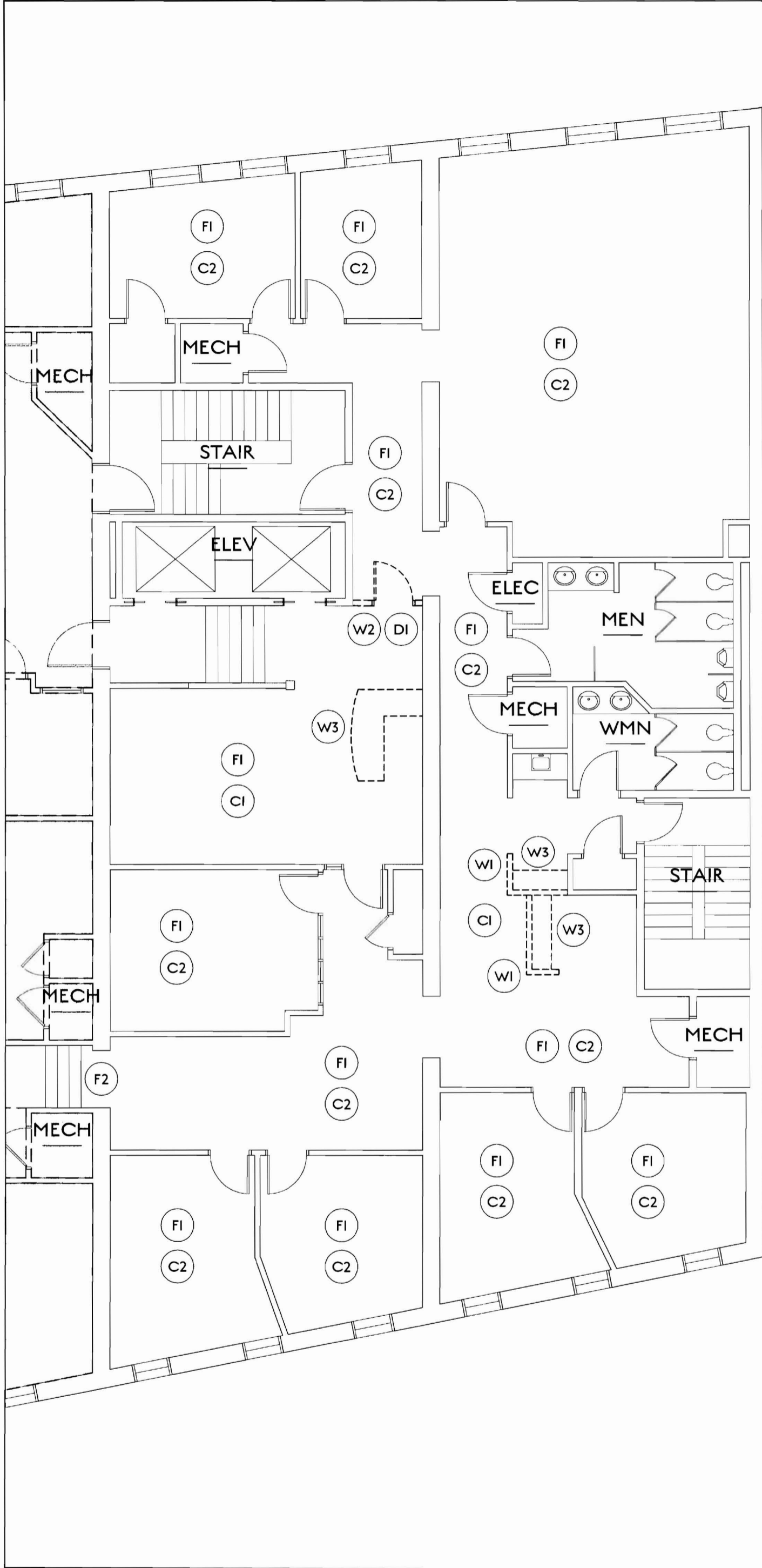
JOB # 09036

DATE: 7 APRIL 2009




SCALE NTS

SHEET

T1











**DEMOLITION LEGEND**

-  EXISTING WALL TO REMAIN
-  EXISTING WALL TO BE DEMOLISHED
-  AREA NOT IN SCOPE OF WORK

**DEMOLITION GENERAL NOTES**

1. ALL SWITCHES & OUTLETS TO REMAIN UNLESS NOTED OTHERWISE.
2. PROTECT ALL SURFACES TO REMAIN DURING CONSTRUCTION.

**DEMOLITION KEY NOTES**

-  REMOVE EXIST. PARTITION. LEAVE WIRING AND PIPING INTACT FOR POSSIBLE RE-USE. PATCH & REPAIR SURROUNDING SURFACES TO REMAIN.
-  REMOVE PORTION OF EXIST. PARTITION. RE-ROUTE WIRING OR PIPING IF NECESSARY. SEE SCHEDULE SHEET.
-  REMOVE EXISTING CASEWORK, SALVAGE FOR POSSIBLE REUSE.
-  REMOVE DOOR & HARDWARE. SALVAGE FOR POSSIBLE REUSE.
-  PREP FOR INSTALLATION OF NEW FLOORING MATERIAL.
-  REMOVE PORTION OF STEP FOR INSTALLATION OF NEW WALL. PATCH & REPAIR SURROUNDING SURFACES.
-  PATCH EXISTING CEILING. LEAVE EXIST. HVAC EQUIP., WIRING AND SPRINKLER PIPING & HEADS INTACT.
-  EXISTING CEILING TO REMAIN.

ARCHITECTURE  
INTERIOR DESIGN  
PLANNING

49 DARTMOUTH STREET  
PORTLAND, MAINE 04101  
www.pdtarchs.com

ARCHITECTS

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**245 Commercial Street  
PORTLAND, MAINE**

TITLE  
DEMOLITION PLAN

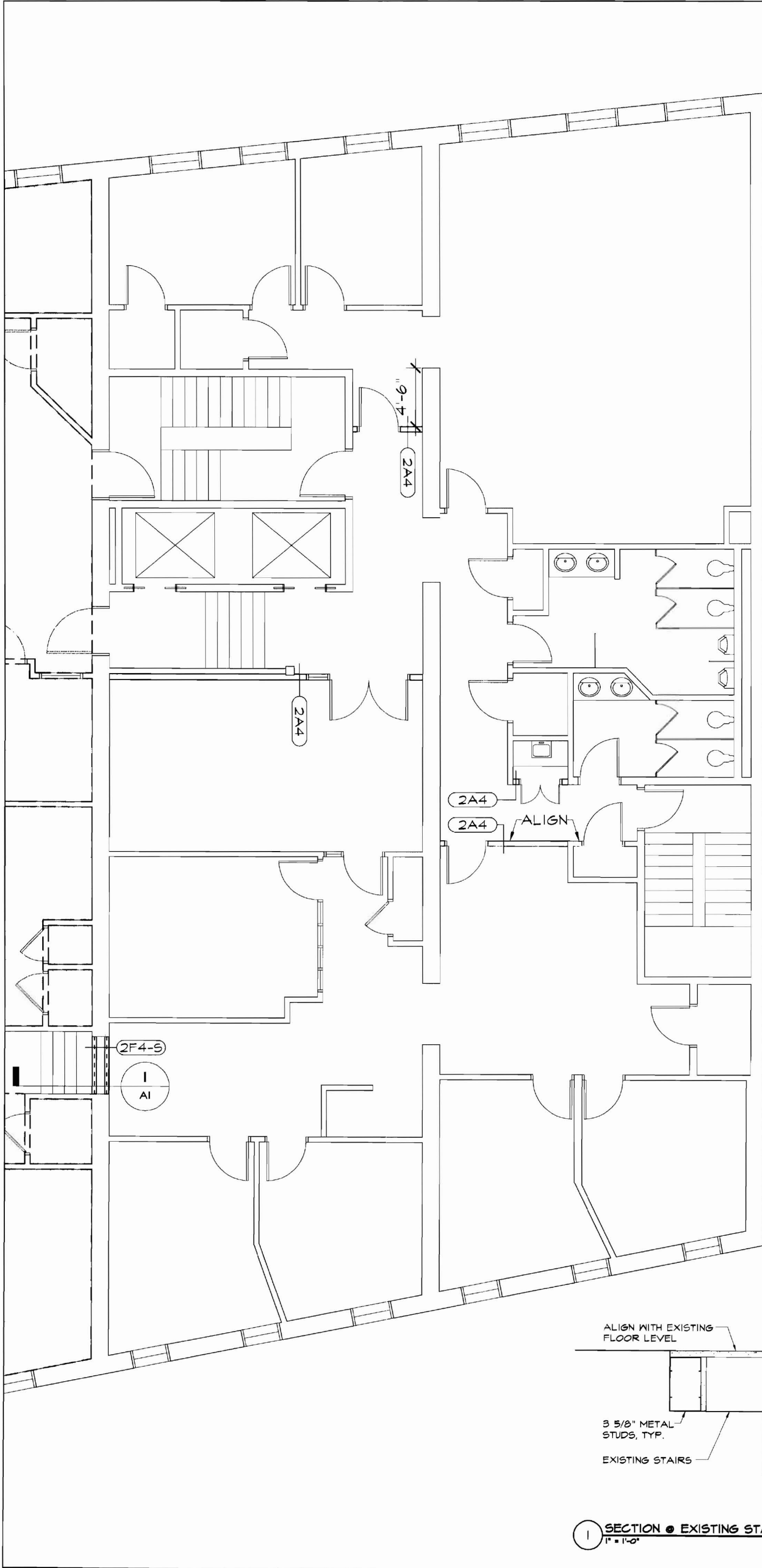
JOB # 09036

DATE 7 APRIL 2009

SCALE 1/8"=1'-0"

SHEET

**D1**

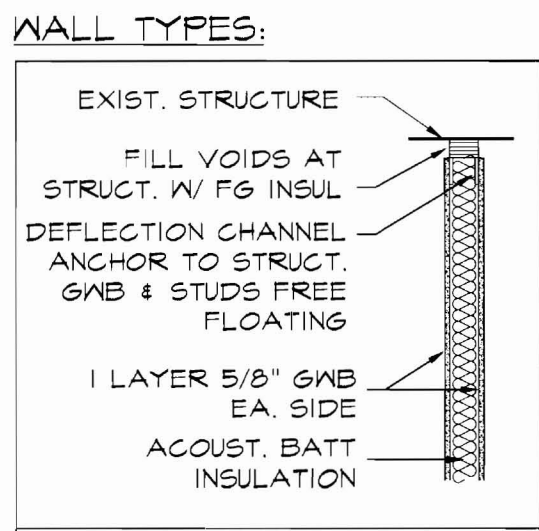


**LEGEND**

	EXISTING WALL TO REMAIN
	NEW WALL
	AREA NOT IN SCOPE OF WORK

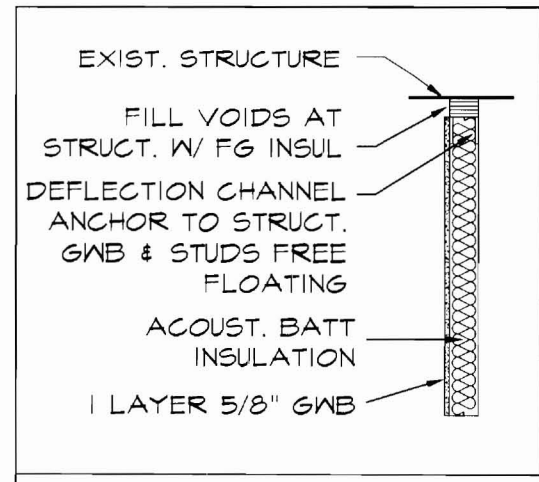
**PLAN GENERAL NOTES**

1. VERIFY ALL DIMENSIONS IN FIELD.
2. FINISHES TO BE SELECTED BY TENANT.
3. SALVAGE & REUSE EXISTING CEILING TILES WHERE POSSIBLE.



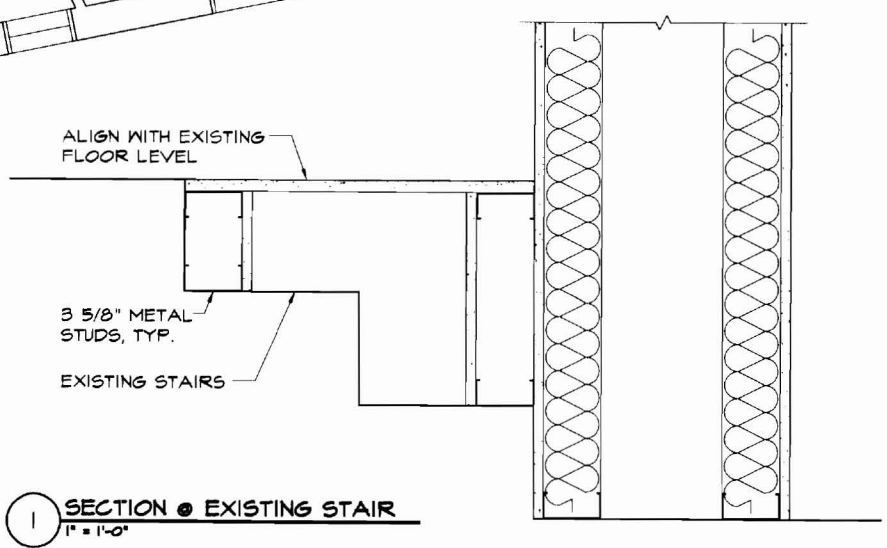
PLAN GRAPHIC SMOKE PARTITION

3 5/8" METAL STUD, 2 LAYERS GWB	2A4
	2A4-S



PLAN GRAPHIC SMOKE PARTITION

3 5/8" METAL STUD, ONE LAYER GWB	2F4
	2F4-S



ARCHITECTURE  
 INTERIOR DESIGN  
 PLANNING

49 DARTMOUTH STREET  
 PORTLAND, MAINE 04101  
 www.pdtarchs.com

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**245 Commercial Street**  
**PORTLAND, MAINE**

TITLE:  
 FLOOR PLAN,  
 PARTITION TYPES

JOB # 09036  
 DATE 7 APRIL 2009  
 SCALE: 1/8"=1'-0"

SHEET  
**A1**

ARCHITECTS