GRANT HAYS
ARCHITECTURE

April 22, 2014

Tammy Munson, Director
City of Portland Building Inspections
Room 318
389 Congress Street
Portland, Maine 04101

Inspections Division
Date: 04/30/14

RE: 3rd Floor Men's Toilet Room ADA Upgrades
245 Commercial Street
Portland, Maine 04101
CBL 038 F 006001

Dear Ms. Munson,

On behalf of our client, Casco View Holdings, LLC, we submit the attached Fast-Track General Building Permit Application and supporting documents for the above referenced project

The work proposed under this application will entail the following:

1. New ADA toilet partition, ADA urinal, floor & wall finishes at the existing Men's toilet room.

Materials will be delivered to the 3rd floor of the building via the existing elevator in a continual manner as new construction activities proceed through each work day. Temporary dust/noise partitions will be installed as the work progresses. All existing means of egress have been maintained fully accessible during the work period.

Our client requests the *Certificate of Occupancy* fee be added to the total cost of the permit. We understand this item is not required for this project, but would like to have it nonetheless.

Thank you for your assistance with this project. Please do not hesitate to contact me directly with any questions or comments.

Sincerely,

Michael F. Hays

Michael F. Hays, Principal
Maine License #ARC1724

cc: Casco View Holdings, LLC
P.O. Box 11409
Portland, Maine 04104