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ARCHITECTURE INTERIOR DE

RESURGAM CITY OF PORTLAND, MAINE

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 01/07/14

December 11, 2013

Tammy Munson, Director
City of Portland Building Inspections
Room318
389 Congress Street
Portland, Maine 04101

RE: Selective Interior Demolition at MEMIC 5th Floor
19 Cross Street/261 Commercial Street
Portland, Maine 04101
CBL 038-F-019

Dear Ms. Munson,

On behalf of our client, Casco View Holdings II, LLC, we submit the attached General Building Permit Application and supporting documents for limited selective non-structural removals at the 5th floor of MEMIC's offices.

The work proposed under this application will entail the following:

1. Removal of a non-bearing sheetrock/metal stud interior partition between an existing conference room and storage room.
2. Removal of 12' of non-bearing sheetrock/metal stud partition at the same existing conference room for a new opening.
3. Removal of an existing base cabinet (coffee station) and storage closet (coffee supplies).
4. Removal of all finishes, fixtures, and toilet partitions in the existing men's & women's bath rooms.

Debris will be removed from the building via the existing freight elevator in a continual manner as demolition activities proceed through each work day. Temporary dust/noise partitions will be installed at the Limit of Work locations indicated on the drawings.

MEMIC staff will utilize conference rooms and bathrooms/coffee stations on the 4th and 6th floors during the period of work.

Separate from this permit application, we will submit a second application for the new construction aspects of the work on the 5th floor. The proposed upgrades are mainly cosmetic finishes and will increase the comfort level of MEMIC's staff, as well as provide improved accessibility compliance.

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

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