

January 8, 2015

Jeanie Bourke, CEO/LPI/Plan Reviewer, Inspections Division, City of Portland, Maine
Captain Chris Pirone, Portland Fire Department

I am pleased to submit documents in support of an application for a construction permit for a tenant improvement project of existing office space at 261 Commercial Street (19 Cross Street) on behalf of my client, MEMIC.

Project Description:

The proposed project calls for the renovation of 4991 square feet of existing office space on the 2nd floor of the building and renovation of 3125 square feet of existing office space on the 6th floor. The project is entirely within the boundaries of existing leased tenant space; there are no changes required or proposed to the egress stairs, or exits that serve the tenants in the building. The proposed work will demolish a small number of offices and provide open office area for demountable work stations. The scope of the project deals primarily with interior finishes. The project does not involve changes to the building structure or thermal envelope.

The tenant, MEMIC, is an insurance company specializing in Worker's Compensation. The office environment is what you would typically find in an insurance company office and is unremarkable in terms of materials stored on site, occupant activities, and day to day business operations.

Code Reviews:

The documents include code reviews for both NFPA 101 and IBC 2009. It is important to note that there is no change proposed to the occupancy, occupant load, or extent of existing tenant space. This code review is for the Area of Work, as defined in the International Existing Building Code only. I have assumed that code requirements for items such as egress stairs, exit discharge, building type, building height and area limitations, fire ratings, separation of occupancies, and all other code issues that deal with the building beyond the work area have been addressed in earlier permits and are outside the scope of this project.

The project has been designed to comply with the ADA technical guidelines for the Area of Work.

Submission:

This project has been submitted to the City of Portland for a fast track review. It has also been submitted to the State Fire Marshal.

I look forward to answering any questions you have.

Regards,
Josef Chalal, Architect

Project Description:

The building at 261 Commercial Street in Portland, Maine is a six (6) story office building owned by Casco View Holding LLC of Portland, Maine, and leased by MEMIC (Maine Employers' Mutual Insurance Company), a private mutual insurance company that opened in January 1993. The project involves reconfiguring office space on the 2nd and 6th floors. The work does not require changes to the structure of the building. This code summary demonstrates that the proposed work complies with applicable sections of NFPA 101, Life Safety Code Handbook, and the requirements of the specific occupancy, Existing Business.

Chapter 39: Existing Business Occupancies

39.1 General Requirements

39.1.1 Application.

No change in occupancy is proposed.

39.1.2 Multiple Occupancies:

Not applicable to this permit application

39.1.3 Special Definitions:

Not applicable to this permit application

39.1.4 Classification of Occupancy: Business: See §6.1.11

The Building Occupant, MEMIC, is a private mutual insurance company. The occupant's activities conform to the definition of a Business Occupancy in §6.1.11.1.

39.1.5 Classification of Hazard of Contents: see §6.2.2

The contents of this office comply with the Code's description of Ordinary Hazard Contents in §6.2.2.3* Ordinary Hazard Contents.

39.1.6 Minimum Construction Requirements:

No requirements

39.1.7 Occupant Load:

The occupant load has been calculated according to Table 7.3.1.2. See drawings, sheet CR-1 calculations:

2nd floor: 73 occupants

6th floor: 136 occupants

39.2 Means of Egress Requirements

39.2.1 General

The existing stairs serve as the exits for each floor. The exit access on each floor has been designed in accordance with the means of egress requirements specified by Chapter 7 and Chapter 39.

39.2.2 Means of Egress Components.

39.2.2.2 Doors. Doors complying with 7.2.1 shall be permitted

7.2.1.4.2 Door Leaf Swing Direction: A door can swing opposite direction of egress travel with room occupant load less than 50.

39.2.2.3 Stairs. No change to the existing stairs is proposed

39.2.3 Capacity of Means of Egress.

7.3.1.1.2: the loss of any means of egress leaves available 50% of egress capacity:

Stairs: The occupant load of the 6th floor = 136. 50% =68 Occupants

Stair width = $.3 \times 68 = 20.4$ inches

Access ways = $.2 \times 68 = 13.6$ inches

Doors: All existing doors in the means of egress are 36" wide leaves

39.2.3.2 Clear width required

a clear width of at least 44" has been provided at new passageways serving an occupant load greater than 50

39.2.4 Number of Exits.

39.2.4.1 (2) 2 exits required

Two stair enclosures, labeled North Stair and South Stair on the plans, serve each floor

39.2.4.2 Exit access is allowed to be on a single path for up to the maximum common path of travel allowed

Maximum Common Path of travel = 100 feet (per 39.2.5.3.1). See drawing CR-1 for depiction of Common Paths of travel

39.2.5 Arrangement of Means of Egress.

39.2.5.2* Dead-end corridors shall not exceed 50 ft

The proposed work does not include any corridors

39.2.5.3.1 Common path of travel shall not exceed 100 ft on a story protected throughout by an approved automatic sprinkler system in accordance with 9.7.1.1(1). See CR-1 for depiction of Common Paths of travel



MEMIC, 261 Commercial Street, Portland Maine

2nd and 6th floor Renovation

NFPA 101, Life Safety Code Handbook, Code Review

39.2.6 Travel Distance to Exits.

39.2.6.3 Travel distance to an exit, measured in accordance with 7.6 shall not exceed 300 ft (91 m) in business occupancies protected throughout by an approved, supervised automatic sprinkler system in accordance with §9.7.
See drawing cr-1

39.2.7 Discharge from Exits.

Existing. No change proposed. Both exit stairs terminate at an exterior public way

39.2.8 Illumination of Means of Egress.

Lighting, with a combination of motion sensor-type lighting switches and dedicated circuits will be provided so that the illumination at all floor areas will be a minimum of 1 ft candle when occupants are present. See mechanical drawings

39.2.9 Emergency Lighting.

See mechanical drawings for existing and new emergency lighting.

39.2.10 Marking of Means of Egress.

See Life Safety Devices plans for existing and new exit signs

39.2.11 Special Means of Egress Features. Not applicable

39.3 Protection

39.3.1 Protection of Vertical Openings.

The existing exit stair enclosures appear to be enclosed by fire rated construction, and would have been required to be so enclosed when the building was constructed, however, this document does not represent that the existing fire stair enclosure meets code. The floor plan CR-1 shows the location of existing labeled doors.

39.3.2 Protection from Hazards.

Materials within this tenant space are routine office supplies that would be considered ordinary hazard materials, and therefore not required to be separated per 39.3.2.2. The appliances in the kitchenette area are used for food warming and are not flue connected appliances.



MEMIC, 261 Commercial Street, Portland Maine

2nd and 6th floor Renovation

NFPA 101, Life Safety Code Handbook, Code Review

39.3.3 Interior Finish. Table A.10.2.2

Business Occupancy, Sprinklered

Exits

Walls and Ceilings: A, B, or C permitted Floors: no requirements

Exit Access Corridors

Walls and Ceilings: A, B, or C permitted Floors: no requirements

Other Spaces

Walls and Ceilings: A, B, or C permitted Floors: no requirements

39.3.4 Detection, Alarm, and Communications Systems.

The existing alarm systems shall be modified as the work requires. See mechanical plans for specific details

39.3.5 Extinguishment Requirements.

In accordance with NFPA 10, Standards for Portable Fire Extinguishers, Table 6.2.1.1 Fire Extinguisher Size and Placement for Class A Hazards.

See drawing CR-1 for maximum travel distance and fire extinguisher locations

39.3.6 Corridors. (No requirements.)

39.3.7 Subdivision of Building Spaces. (No special requirements.)

39.4 Special Provisions 39.

Not applicable to this permit application

39.5 Building Services

39.5.1 Utilities

Not applicable to this permit application

39.5.2 Heating, Ventilating, and Air-Conditioning

See mechanical drawings

39.5.3 Elevators, Escalators, and Conveyors

Not applicable to this permit application

39.5.4 Rubbish Chutes, Incinerators, and Laundry Chutes.

Not applicable to this permit application

39.6 Reserved

39.7.1 Emergency Plans.

Discussion: Tenant shall provide training to designated employees in the use of portable fire extinguishers. Tenant shall conduct drills in accordance with §4.7



MEMIC, 261 Commercial Street, Portland Maine
2nd and 6th floor Renovation
City of Portland Maine, Fire Department Requirements

Applicant

MEMIC 261 Commercial Street
Portland Maine, 04101

Tenant Contact

Catherine Lamson,
Senior Vice President
Chief Administrative Officer
(207) 791 3304

Architect:

Josef Chalot, Architect
327 Ocean House Road
Cape Elizabeth, Maine 04107
Phone: (207) 318-3234
Email: azimuth@maine.rr.com

Proposed Use of Structure (unchanged from existing)

IBC Business Occupancy B, Section 305, NFPA Chapter 39, Existing Business Occupancy

Floor Area (in square feet)

2nd floor

Project area	4991
Gross floor area	8112

6th floor

Project area	3125
Gross floor area	8171

Total Project Area	8116
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Fire Protection of Structure:

The existing building appears to be fully sprinklered. The existing sprinkler system within the work area shall be modified on a design/build basis to accommodate revisions to the floor plan.



Architect:
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327 Ocean House Road
Cape Elizabeth, Maine 04107
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contact: Cat Tranberg
ph (207) 865-9475
cat@bennetengineering.net

General Contractor:
Zachau Construction
1185 U.S. Route One
Freeport, ME 04032
ph (207) 865-9925 (office)
contact: Jon
(207) 807-8980 (mobile)
Jon@zachauconstruction.com

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Portland Maine, 04101

Tenant Contact
Catherine Lamson,
Senior Vice President
Chief Administrative Officer
(207) 791-3304

Building Owner:
Casco View Holdings II, LLC
PO Box 1137
Portland, ME 04104

City of Portland Information:
CBL 038 F019
Tax acct no. 51170

Date: 01-07-2015
Purpose:
Fast Track Construction Permit
City of Portland, Maine

Revisions

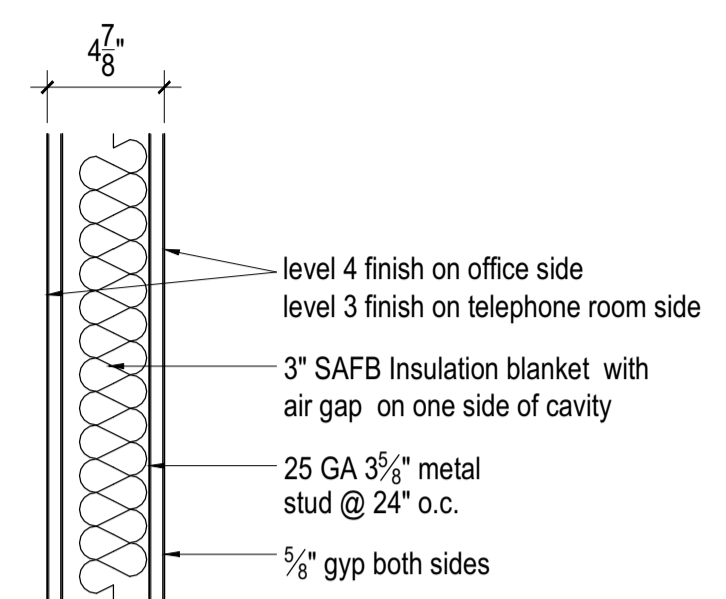
Sheet Title

2nd floor plan

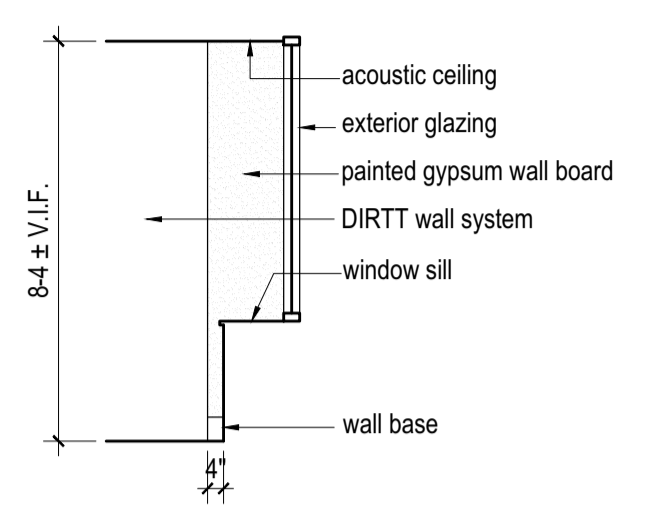
Sheet Number

a1

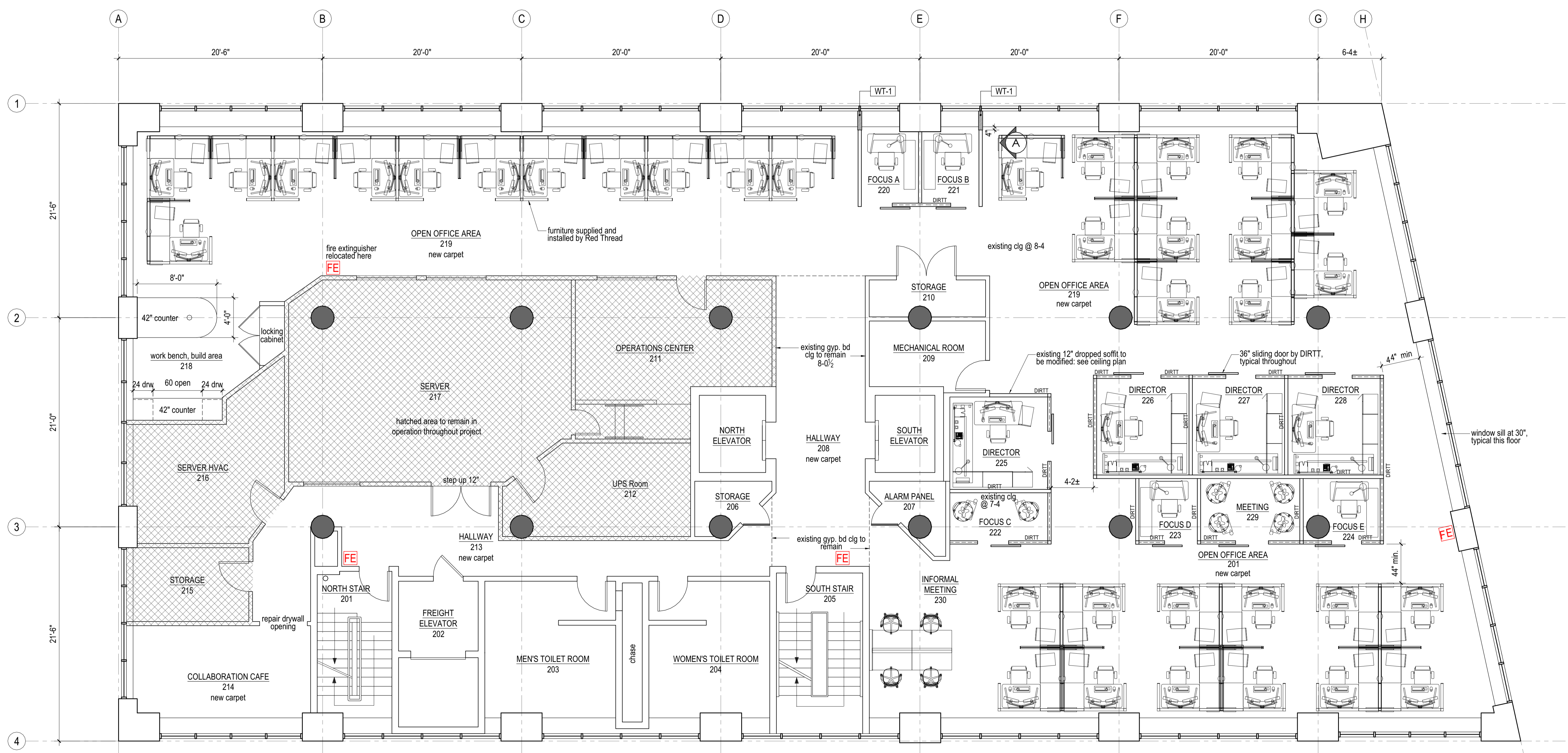
- Wall Notes:
1. Provide acoustic sealant at bottom of wall, power outlets, switches
 2. Offset outlets or other penetrations at least one stud bay so that no stud bay contains penetrations on both sides of wall
Provide moisture resistant cement backer board at tile installations
 - 3.



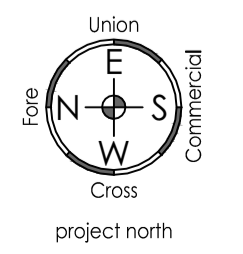
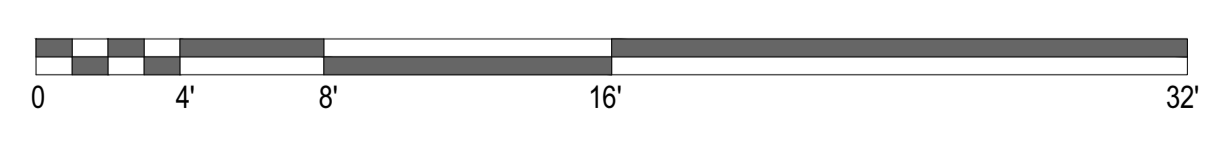
WT-01 Wall Type (non-rated partition)
1/2" = 1'-0"



A section/elevation
1/4" = 1'-0"



2nd Floor Plan
3/16" = 1'-0"





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 ph (207) 865-9475
 cat@bennetengineering.net

General Contractor:
 Zachau Construction
 1185 U.S. Route One
 Freeport, ME 04032
 ph (207) 865-9925 (office)
 contact: Jon
 (207) 807-8980 (mobile)
 jon@zachauconstruction.com

Project:
 MEMIC 261 Commercial Street
 2nd & 6th floor Tenant Improvements

Tenant:
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 261 Commercial Street
 (19 Cross Street)
 Portland Maine, 04101

Tenant Contact
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 Senior Vice President
 Chief Administrative Officer
 (207) 791 3304

Building Owner:
 Casco View Holdings II, LLC
 PO Box 1137
 Portland, ME 04104

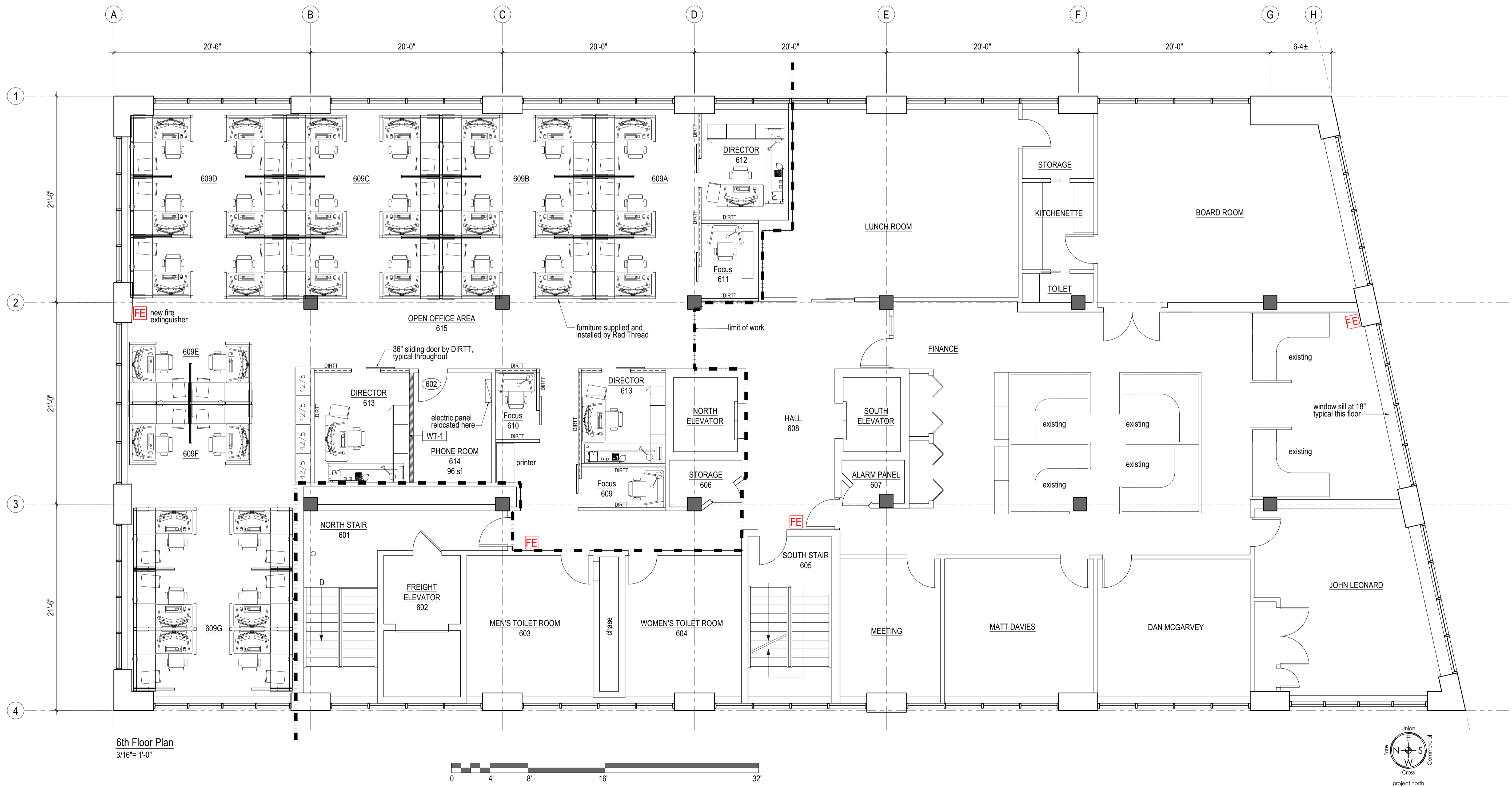
City of Portland Information:
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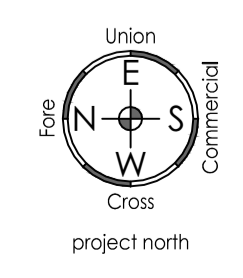
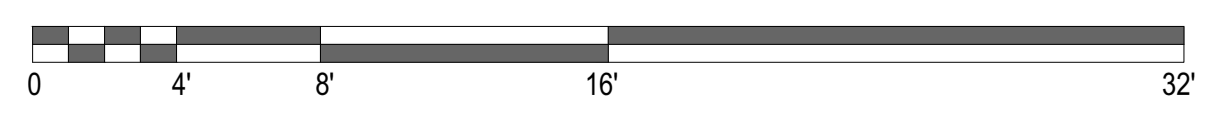
Revisions

Sheet Title
 6th floor plan

Sheet Number
 a2



6th Floor Plan
 3/16" = 1'-0"





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Revisions

Sheet Title

2nd floor ceiling plan

Sheet Number

a3

Ceiling Notes:

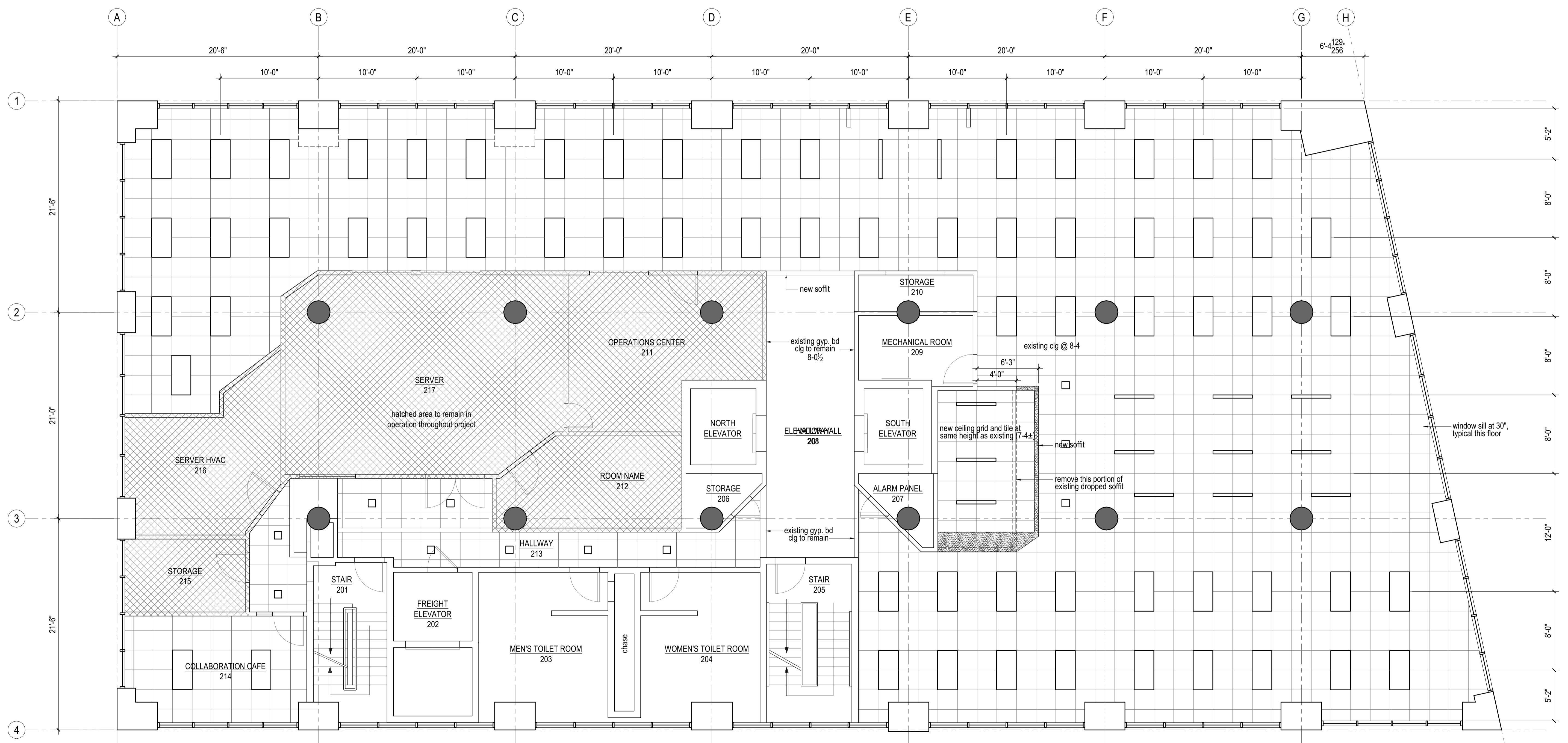
Sprinkler Heads:
 1. The existing sprinkler system shall be modified as required to accommodate the proposed ceiling plan and layout. The sprinkler work shall be designed and installed by a Maine licensed sprinkler contractor, under a separate permit as required by the City of Portland and State of Maine. Wherever possible, sprinkler heads shall be centered in ceiling tiles

Life Safety Devices:
 2. Exit signs, alarms, strobe/alarms, emergency lighting, pull stations, smoke and heat detectors, motion sensors, and any other life safety device shall be provided as shown on the mechanical drawings.

Electrical and Mechanical Equipment:
 3. See mechanical plans for electrical receptacles, switches light fixtures, switching and circuiting, thermostats, louvers, motion sensors, and any other electrical or mechanical equipment

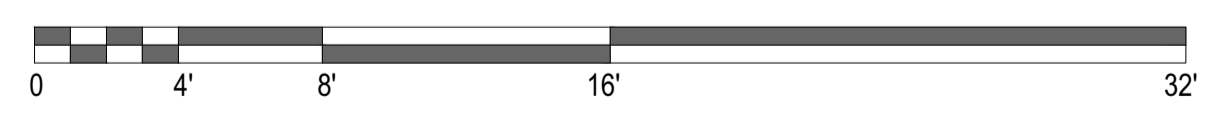
Soffits
 4. Provide gypsum board soffits on 3-5/8" metal framing metal framing with minimum 6" vertical face. Provide level 4 finish. Finished elevation of soffit to match finished elevation of ceiling tile unless other height is called out.

Ceiling Grid and Ceiling Tile

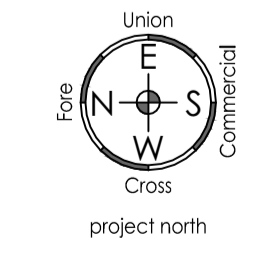


2nd Floor Reflected Ceiling Plan
 3/16" = 1'-0"

Ceiling System:
 Grid:
 Silhouette XL 1/4" reveal, 9/16" Slotted Tee System
 Ceiling tiles:
 Ultima beveled tegular 1912 2' x 2' x 3/4"
 NRC = 0.70 CAC = 35, Class A, Light Reflectance:0.9



- 2x4 fixture
- 2x2 fixture
- recessed
- 4x48 linear





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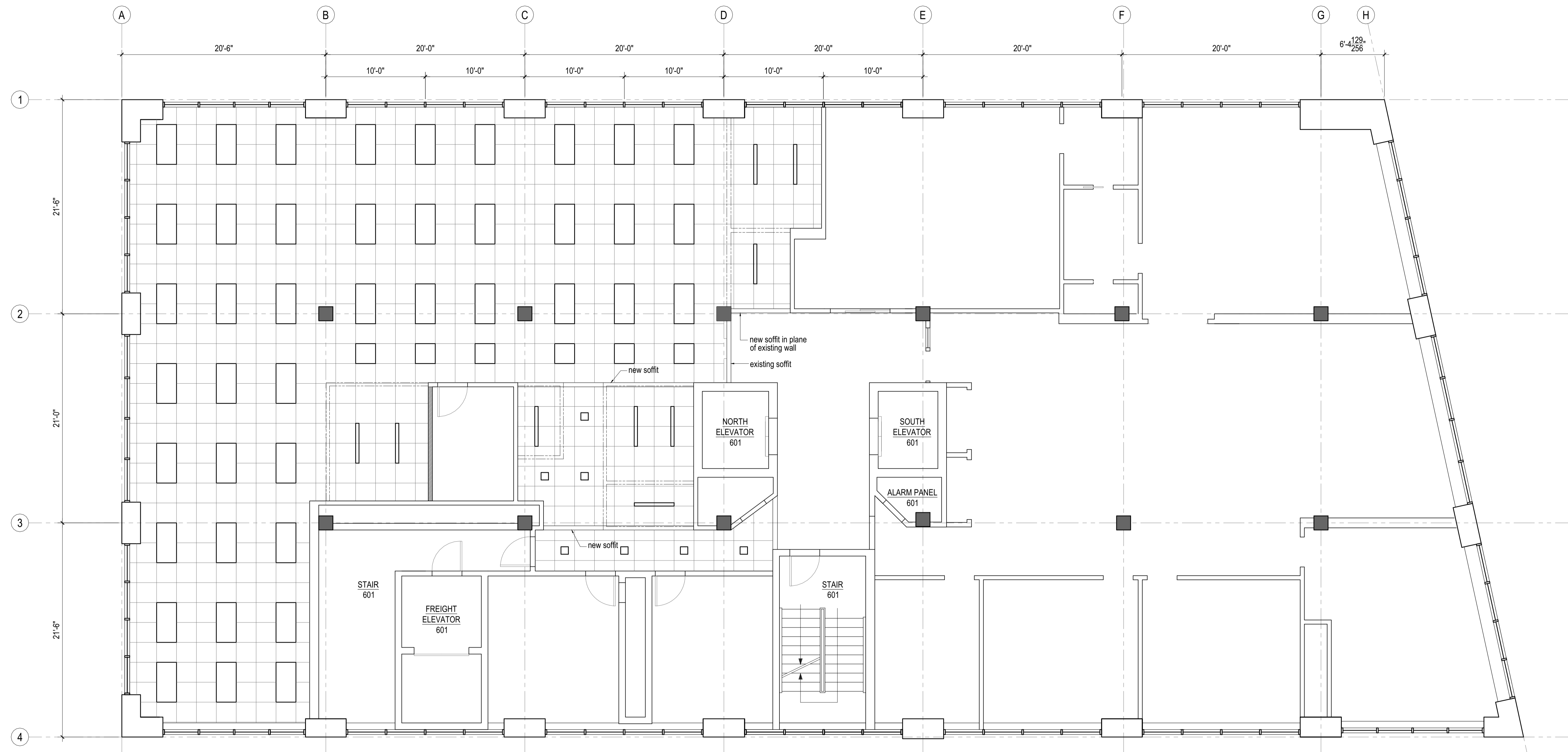
Revisions

Sheet Title

6th floor ceiling plan

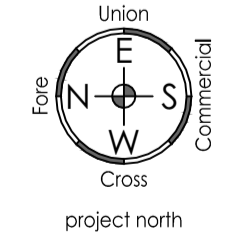
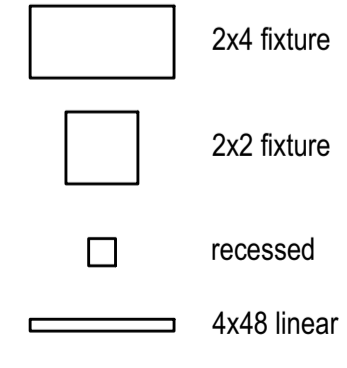
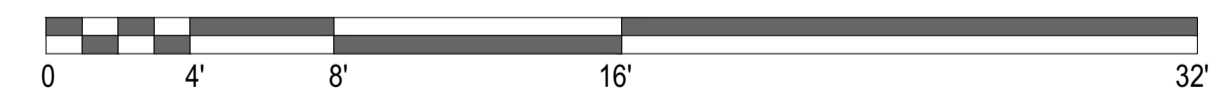
Sheet Number

a4



6th Floor Reflected Ceiling Plan
 3/16" = 1'-0"

Ceiling System:
 Grid:
 Silhouette XL 1/4" reveal, 9/16" Slotted Tee System
 Ceiling tiles:
 Ultima beveled tegular 1912 2' x 2' x 3/4"
 NRC = 0.70 CAC = 35, Class A, Light Reflectance: 0.9





Accessibility Building Code Certificate



Inspections Division
Date: 02/05/15

Designer: Josef Chalats, Architect

Address of Project: 261 Commercial Street, Portland, ME 04101

Nature of Project: Tenant improvement of portions of 2nd and 6th floors

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.

Digitally signed by Josef Chalats
 DN: cn=Josef Chalats, o=Azimuth LLC,
 ou=Architect, email=azimuth@maine.rr.com,
 c=US
 Date: 2015.01.09 15:21:52 -0500

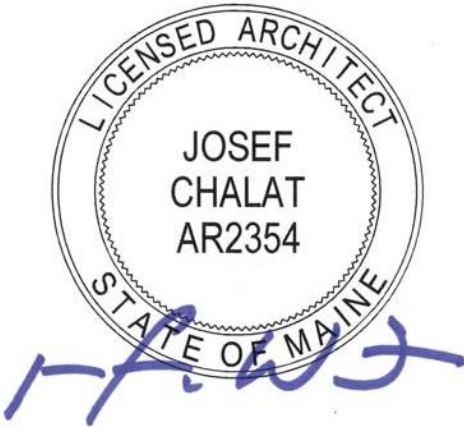
Signature: Josef Chalats

Title: Architect

Firm: Azimuth LLC

Address: 12 Channel View Road
261 Commercial Street

Phone: 207 318 3234



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



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City of Portland, Maine

Revisions

Sheet Title
 cover sheet
 project description
 general notes

Sheet Number

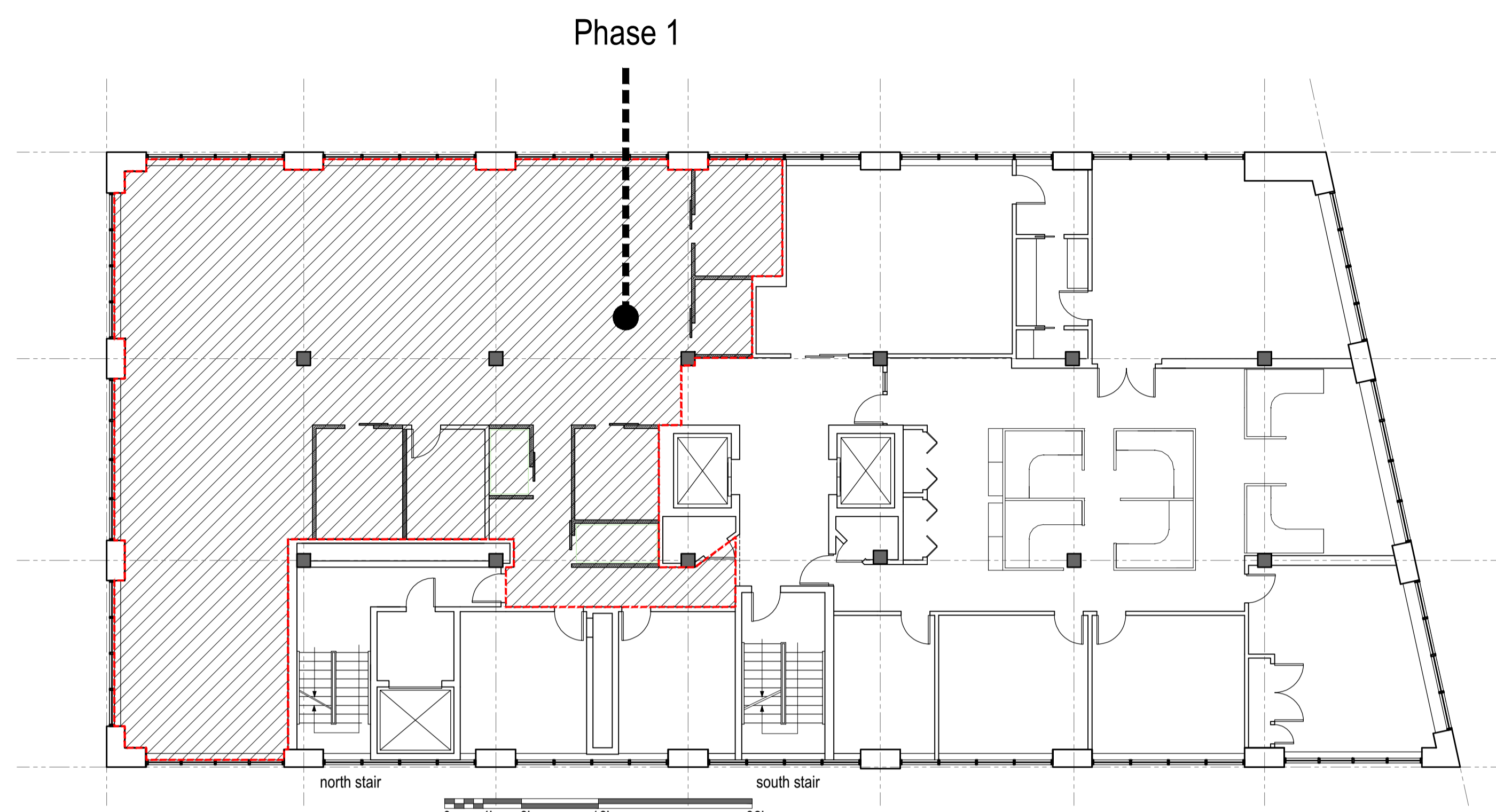
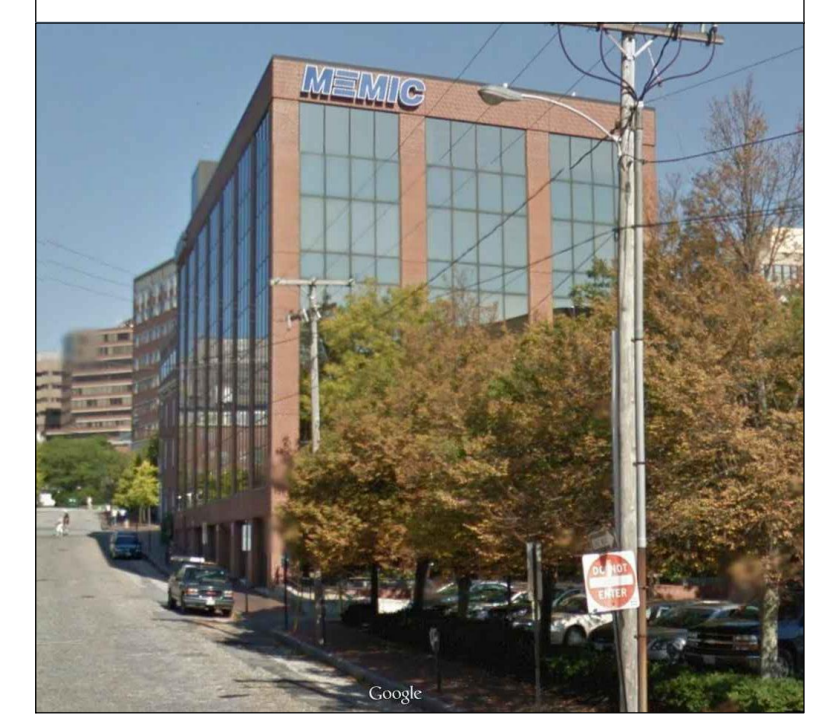
c1

General Notes:

1. The general contractor shall perform the work of this project, as depicted on drawings, specifications, code reviews, revisions, and all other material submitted to the City of Portland in support of the building permit application for this project
2. The contractor shall maintain access to the existing means of egress, including exits, stairs, and elevators for all portions of the work
3. The project as designed does not require penetrations at any of the rated walls or floors in the building. However, if existing conditions are encountered that require penetrations of existing rated walls, floors, or ceilings, the contractor shall notify the architect immediately. The architect shall submit to The City of Portland details for firestopping to satisfy the requirements of IBC Section 713, NFPA 1, section 12.7.5.1 and NFPA 101 Section 8.3.5, Penetrations
4. The Work shall be constructed in phases as depicted on the diagram at left. The General contractor shall submit a schedule indicating approximate start and finish dates of each phase
5. The existing sprinkler system within the work area shall be modified on a design/build basis to accommodate revisions to the floor plan. A licensed sprinkler contractor shall obtain all permits required for the work

LIST OF DRAWINGS:

- Cover
 c1 Cover Sheet
- Demolition:
 d1 Demolition Floor Plans
- Building Code:
 cr Code Review
- Architectural:
 a1 2nd Floor Plan
 a2 6th Floor Plan
 a3 2nd Floor Ceiling Plan
 a4 6th Floor Ceiling Plan
- Mechanical
 DE-1 Lighting Demo Plan
 DE-2 Lighting Demo Plan
 DM-1 Mechanical Demo Plans
 E-1 2nd Floor Lighting Plan
 E-2 6th Floor Lighting Plan
 E-3 2nd Floor Power Plan
 E-4 6th Floor Power Plan
 M-1 2nd Floor Mechanical Plan
 M-2 6th Floor Mechanical Plan
 M-3 Mechanical Legend, Schedules & Details



6th Floor Area of Project
 3/32" = 1'-0"

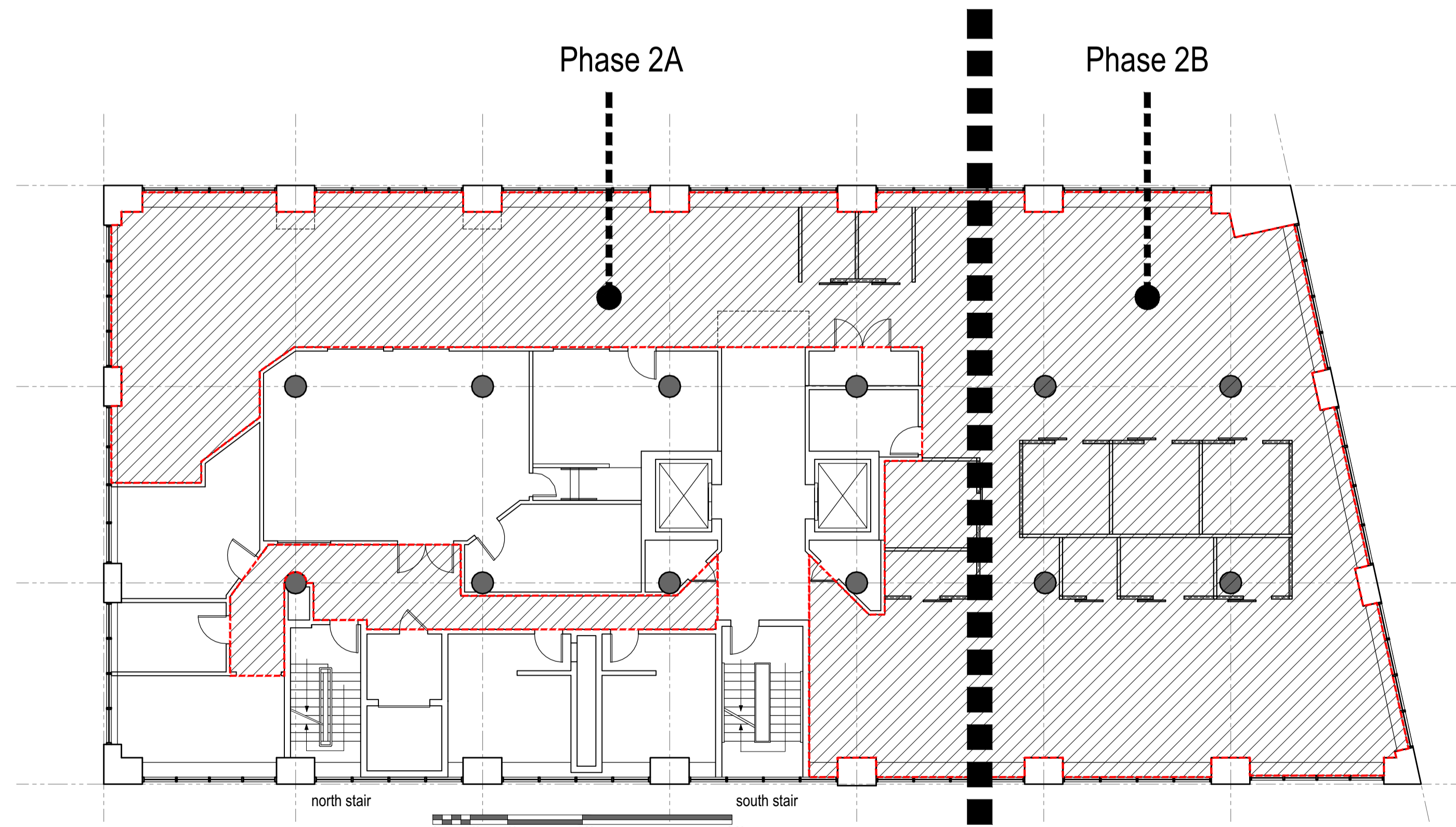
6th Floor Area of Project
 (work area per IEBC)

gross project area 3125 sf
 gross floor area 8171 sf

Project description:
 The project consists of demolishing selected existing walls and ceilings and providing open office work area for demountable work stations, and enclosed offices defined by full height demountable partitions (DIRTT) walls. An electrical panel serving the floor will be relocated. The HVAC system will be modified as required. The locations of existing life safety devices and sprinkler heads will also be adjusted and new items added where required

LEGEND

- full height demountable partition
- ▨ hatching indicates area of work



2nd Floor Area of Project
 3/32" = 1'-0"

2nd Floor Area of Project
 (work area per IEBC)

gross project area 4991 sf
 gross floor area 8112 sf

Project description:
 The project consists of demolishing selected existing walls and ceilings and providing open office work area for demountable work stations, and enclosed offices defined by full height demountable partitions (DIRTT) walls. An electrical panel serving the floor will be relocated. The HVAC system will be modified as required. The locations of existing life safety devices and sprinkler heads will also be adjusted and new items added where required

Total Area on two floors: 8116 square feet

DESCRIPTION OF EXISTING BUILDING:

The existing building is a 6 story steel and concrete framed building with a brick, aluminum and glass exterior. The original 5 story building had a 6th floor added to it.

note: phasing is shown schematically, exact extent of each phase to be field determined



Certificate of Design Application

From Designer: Josef Chalot, Architect

Date: _____

Job Name: MEMIC, Tenant Improvements, 2nd and 6th floors

Address of Construction: 261 Commercial Street, Portland Maine, 04101

2009 International Building Code

Construction project was designed to the building code criteria listed below:

Building Code & Year IBC 2009 & IECC 2009 Use Group Classification (s) Business Group B Section 304

Type of Construction IIIA (fire ratings to be verified as required)

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2009 IRC NO, sprinkler per IBC

Is the Structure mixed use? NO If yes, separated or non separated or non separated (section 302.3) _____

Supervisory alarm System? Yes Geotechnical/Soils report required? (See Section 1802.2) No

Structural Design Calculations

Not Required Submitted for all structural members (106.1 – 106.11)

Design Loads on Construction Documents (1603)

Uniformly distributed floor live loads (7603.11, 1807)

Floor Area Use	Loads Shown
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- _____ Live load reduction
- _____ Roof *live* loads (1603.1.2, 1607.11)
- _____ Roof snow loads (1603.7.3, 1608)
- _____ Ground snow load, P_g (1608.2)
- _____ If $P_g > 10$ psf, flat-roof snow load P_f
- _____ If $P_g > 10$ psf, snow exposure factor, C_e
- _____ If $P_g > 10$ psf, snow load importance factor, I_s
- _____ Roof thermal factor, C_t (1608.4)
- _____ Sloped roof snowload, P_s (1608.4)
- _____ Seismic design category (1616.3)
- _____ Basic seismic force resisting system (1617.6.2)
- _____ Response modification coefficient, R_f and deflection amplification factor C_d (1617.6.2)
- _____ Analysis procedure (1616.6, 1617.5)
- _____ Design base shear (1617.4, 1617.5.1)

Wind loads (1603.1.4, 1609)

- _____ Design option utilized (1609.1.1, 1609.6)
- _____ Basic wind speed (1809.3)
- _____ Building category and wind importance Factor, w , table 1604.5, 1609.5)
- _____ Wind exposure category (1609.4)
- _____ Internal pressure coefficient (ASCE 7)
- _____ Component and cladding pressures (1609.1.1, 1609.6.2.2)
- _____ Main force wind pressures (7603.1.1, 1609.6.2.1)

Flood loads (1803.1.6, 1612)

- _____ Flood Hazard area (1612.3)
- _____ Elevation of structure

Earth design data (1603.1.5, 1614-1623)

- _____ Design option utilized (1614.1)
- _____ Seismic use group ("Category")
- _____ Spectral response coefficients, S_D & S_{DI} (1615.1)
- _____ Site class (1615.1.5)

Other loads

- _____ Concentrated loads (1607.4)
- _____ Partition loads (1607.5)
- _____ Misc. loads (Table 1607.8, 1607.6.1, 1607.7, 1607.12, 1607.13, 1610, 1611, 2404)



Certificate of Design



Inspections Division
Date: 02/05/15

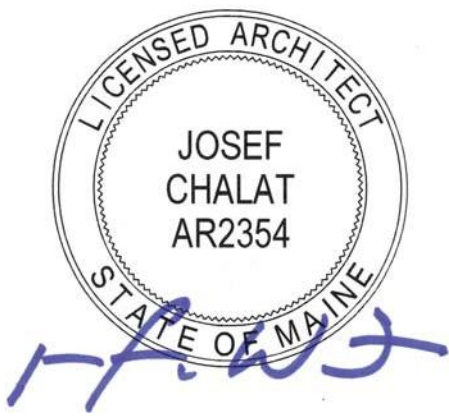
Date: 1/9/2015

From: _____

These plans and / or specifications covering construction work on:
MEMIC, Tenant Improvements on 2nd and 6th Floor

261 Commercial Street, Portland, ME 04101

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the **2009 International Building Code** and local amendments.



Signature: Josef Chalats Digitally signed by Josef Chalats
DN: cn=Josef Chalats, o=Azimuth LLC,
ou=Architect, email=azimuth@maine.rr.com,
c=US
Date: 2015.01.09 15:23:09 -05'00'

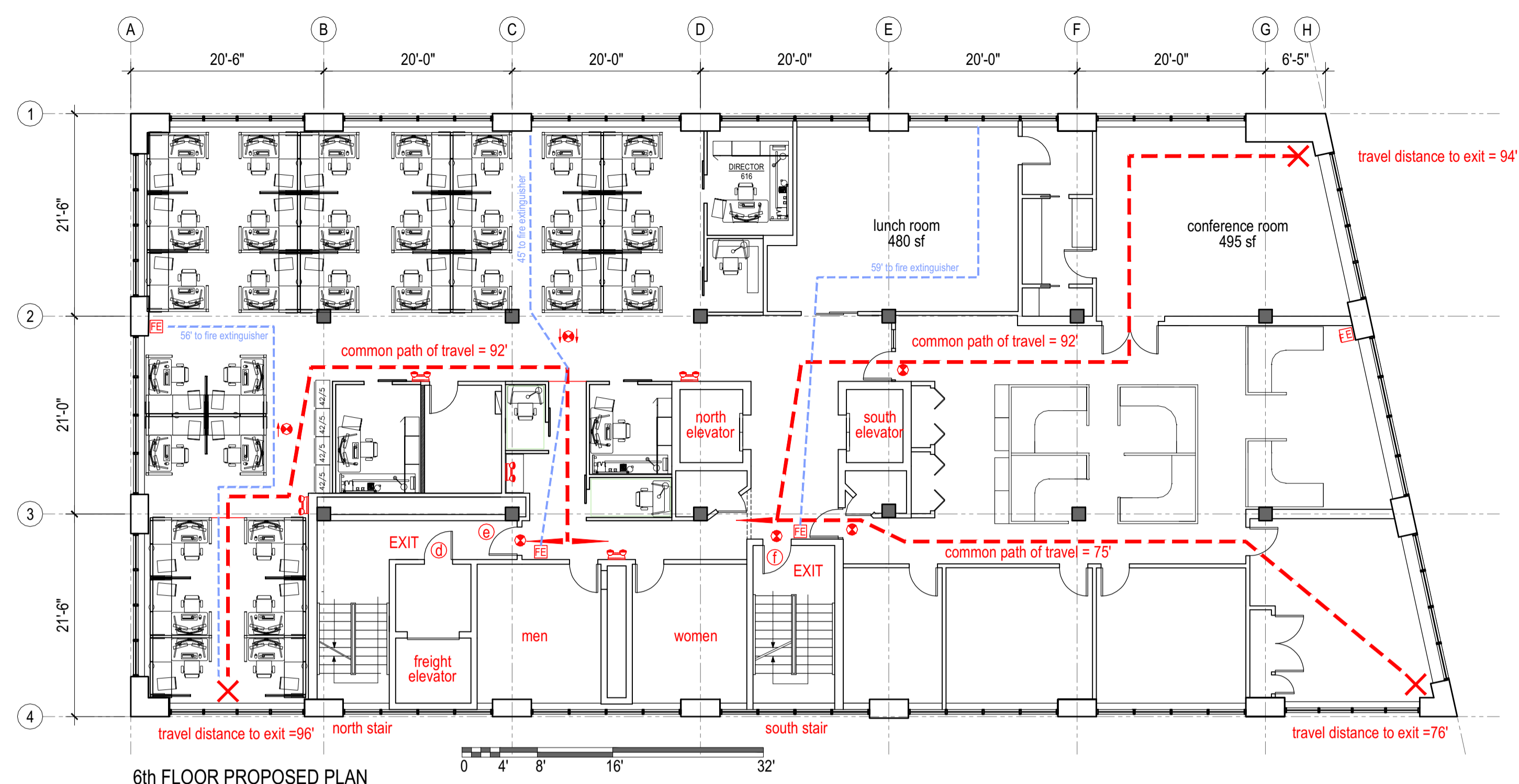
Title: Architect

Firm: Azimuth LLC

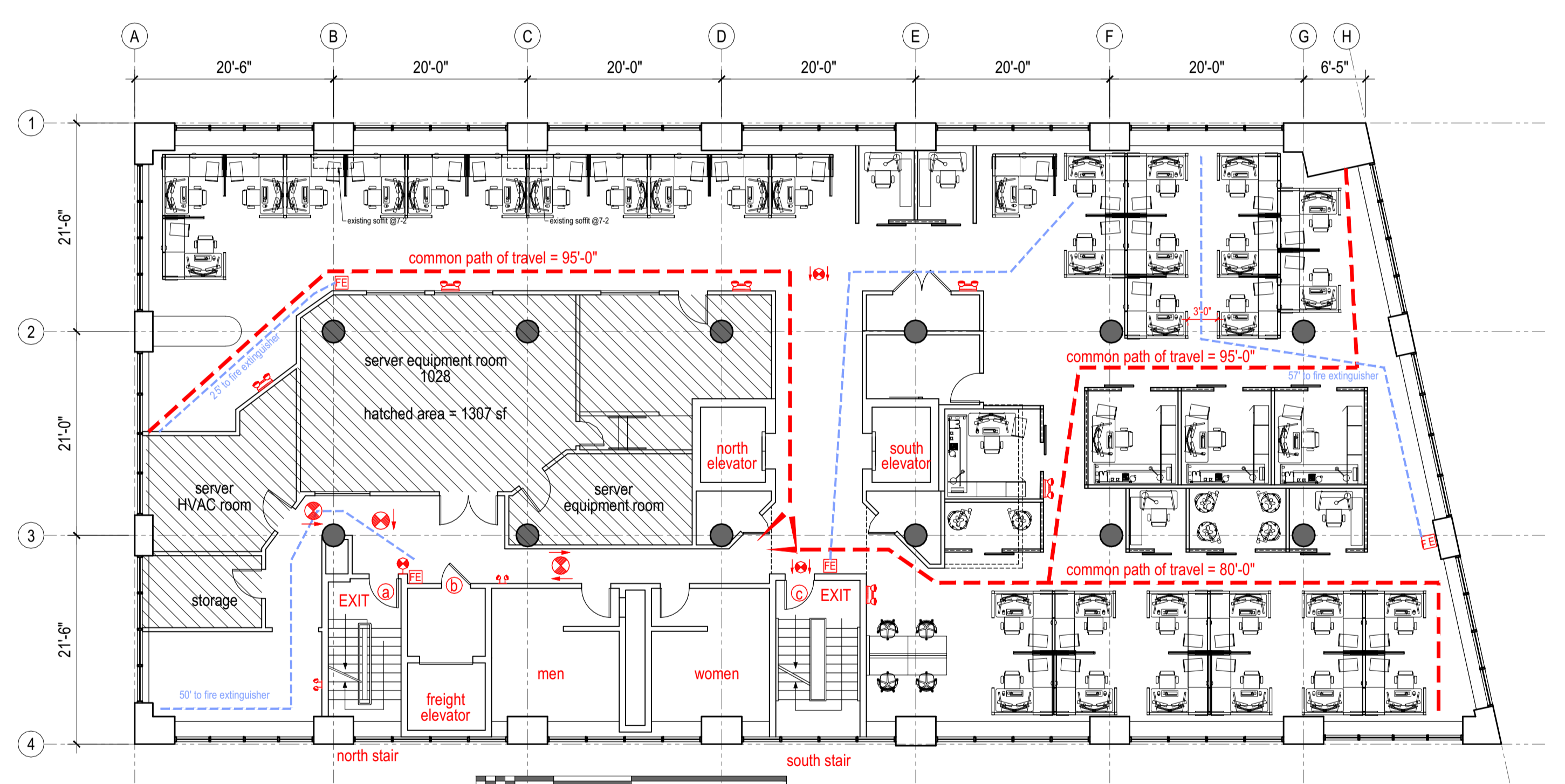
Address: 12 Channel View Road
Cape Elizabeth, ME 04107

Phone: 207 318 3234

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



6th FLOOR PROPOSED PLAN
3/32" = 1'-0"



2nd FLOOR PROPOSED PLAN
3/32" = 1'-0"

Existing Doors, both floors:

mark	size	label	notes
a	3-0 x 7-0	1 1/2 hours	4"x25" wired glass vision panel
b	3-0 x 6-8	1 1/2 hours	flush
c	3-0 x 7-0	1 1/2 hours	4"x25" wired glass vision panel
d	3-0 x 7-0	1 1/2 hours	flush
e	3-0 x 6-8	1 1/2 hours	flush
f	3-0 x 7-0	1 1/2 hours	4"x25" wired glass vision panel

- emergency lighting
- exit sign with direction of travel arrows indicated

NOTE:
existing exit stair enclosure shafts are concrete block construction. The fire rating is a minimum of 1 hour and may be 2 hour, depending the thickness of block used.

Applicable Building Codes:

Maine Uniform Energy and Building Code
Portland City Code, Chapter 10 Fire Prevention and Protection
NFPA 101 Life Safety Code
IBC 2009 (International Building Code)

Existing Building:
(6) story office building, single tenant

Sprinkler System:
The existing building appears to be fully sprinklered. Modifications to the design of the existing system and installation shall be performed by a Maine Licensed Sprinkler Contractor as required by the State of Maine and the City of Portland

Code Highlights:
Both NFPA and IBC referenced. Code cited is either most stringent or both codes agree. See attached code review for specific details

Occupancy (no change in existing occupancy)
NFPA 1: Section 20.13, Business Occupancies
NFPA 101: Existing Business Occupancy, Chapter 39
IBC: Business Group B Section 304

Classification of Work
IEBC Section 404: Alteration-Level 2

NFPA Table A.7.6 Common Path, Dead-End, and Travel Distance Limits (by occupancy)

Building is fully sprinklered	
Common Path of Travel:	100' maximum
Travel Distance to Exit:	300' maximum
Dead End Corridor: (NA)	050' maximum

Occupant load
NFPA Table 7.3.1.2

6th Floor:
gross floor area 8171 sf
net area at 1 per 15 = 975 sf = 65 occupants
(assembly at lunch room and board room)
gross area at 1 per 100 = 8171-975=71 occupants (business)
total 6th floor occupant load = 65+71 = 136 occupants

2nd Floor
gross floor area 8112 sf
gross floor area at 1 per 300 = 1028 sf = 3 occupants (mechanical)
gross area at 1 per 100 = 8112-1028=70 occupants (business)
total 2nd floor occupant load = 3+70 = 73 occupants

Widths required for egress

passageways:	44" (IBC 1005.1)	occupant load < 220
aisles (IBC Group B)	36" (IBC 1017.2)	occupant load < 180

Extinguishments Requirements. (NFPA 39.3.5)

NFPA 10 Table 6.2.1.1
Fire Extinguisher Size and Placement for Class A Hazards

Light (low) hazard occupancy	
Minimum rated extinguisher	2-A
Maximum floor area per unit A	3000sf
Maximum floor area per extinguisher:	11,250 sf
maximum travel distance to an extinguisher:	75'

floor area for calculation purpose:	8400 sf
area per extinguisher	2100 sf
minimum size extinguisher per location	2-A

Extinguishers provided at each station:

Dry Chemical Fire Extinguisher
Classification 4-A80-B:C
tested to ANSI/UL 711 & ANSI/UL 299
with bracket required by manufacturer

Architect:
Josep Chalal, Architect
327 Ocean House Road
Cape Elizabeth, Maine 04107
ph: (207) 318-3234
e: azmuth@maine.rr.com

Planning and Interior Design:
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Whited Planning and Design
ph: (207) 329-2189
lwhited@maine.rr.com

Gretchen Boulos NCIDQ
Boulos Commercial Design
ph: (207) 749 1795
gretchen@bouloscommercialdesign.com

Mechanical Engineering:
Bennet Engineering
contact: Cat Tranberg
ph (207) 865-9475
cat@bennetengineering.net

General Contractor:
Zachau Construction
1185 U.S. Route One
Freeport, ME 04032
ph (207) 865-9925 (office)
contact: Jon
(207) 807-8980 (mobile)
Jon@zachauconstruction.com

Project:
MEMIC 261 Commercial Street
2nd & 6th floor Tenant Improvements

Tenant:
MEMIC
261 Commercial Street
(19 Cross Street)
Portland Maine, 04101

Tenant Contact
Catherine Lamson,
Senior Vice President
Chief Administrative Officer
(207) 791 3304

Building Owner:
Casco View Holdings II, LLC
PO Box 1137
Portland, ME 04104

City of Portland Information:
CBL 038 F019
Tax acct no. 51170

Date: 01-07-2015
Purpose:
Fast Track Construction Permit
City of Portland, Maine

Revisions

Sheet Title
code review

Sheet Number
cr1



Architect:
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 327 Ocean House Road
 Cape Elizabeth, Maine 04107
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Fast Track Construction Permit
City of Portland, Maine

Revisions

Sheet Title

demolition
 floor plans

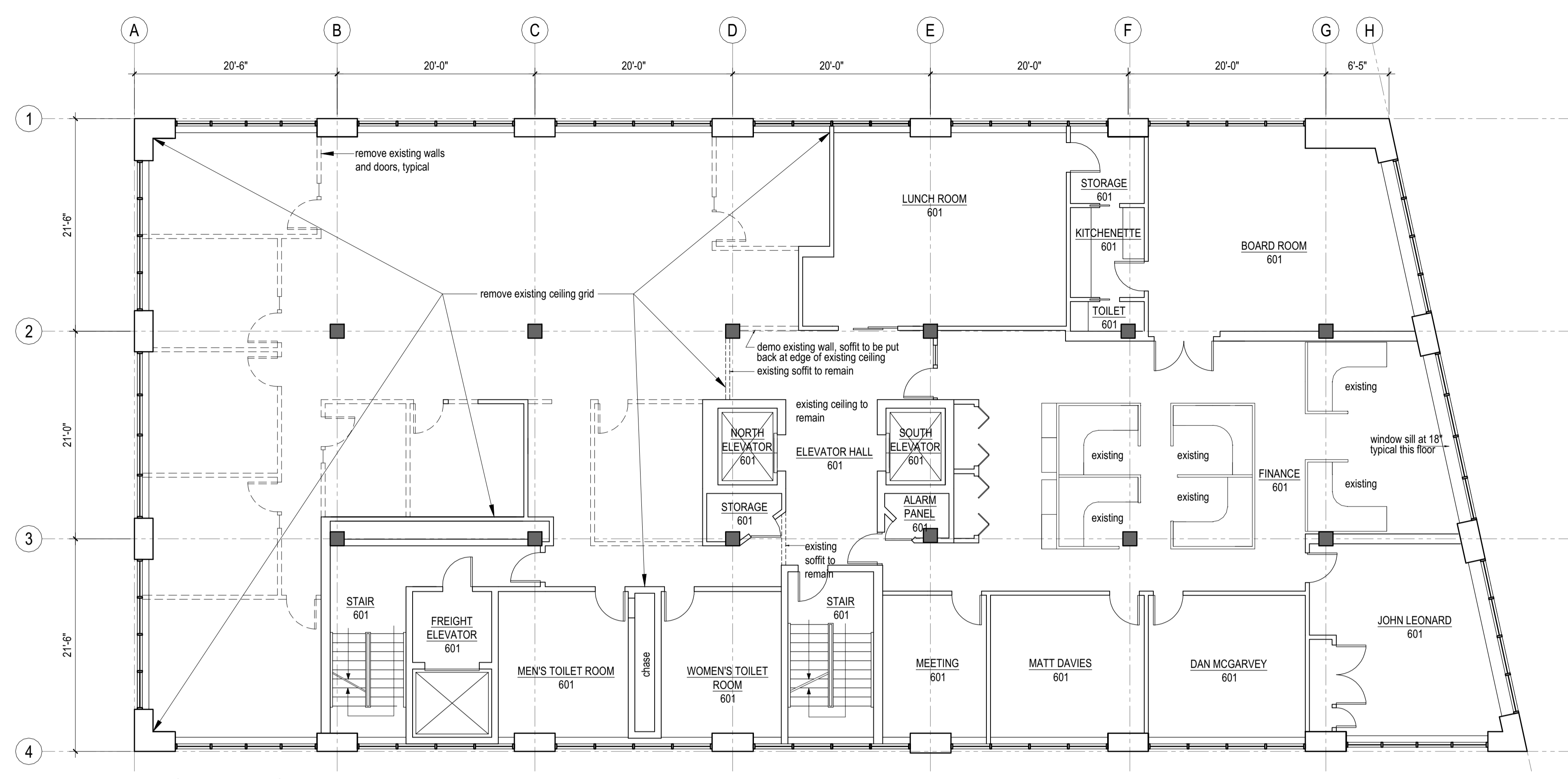
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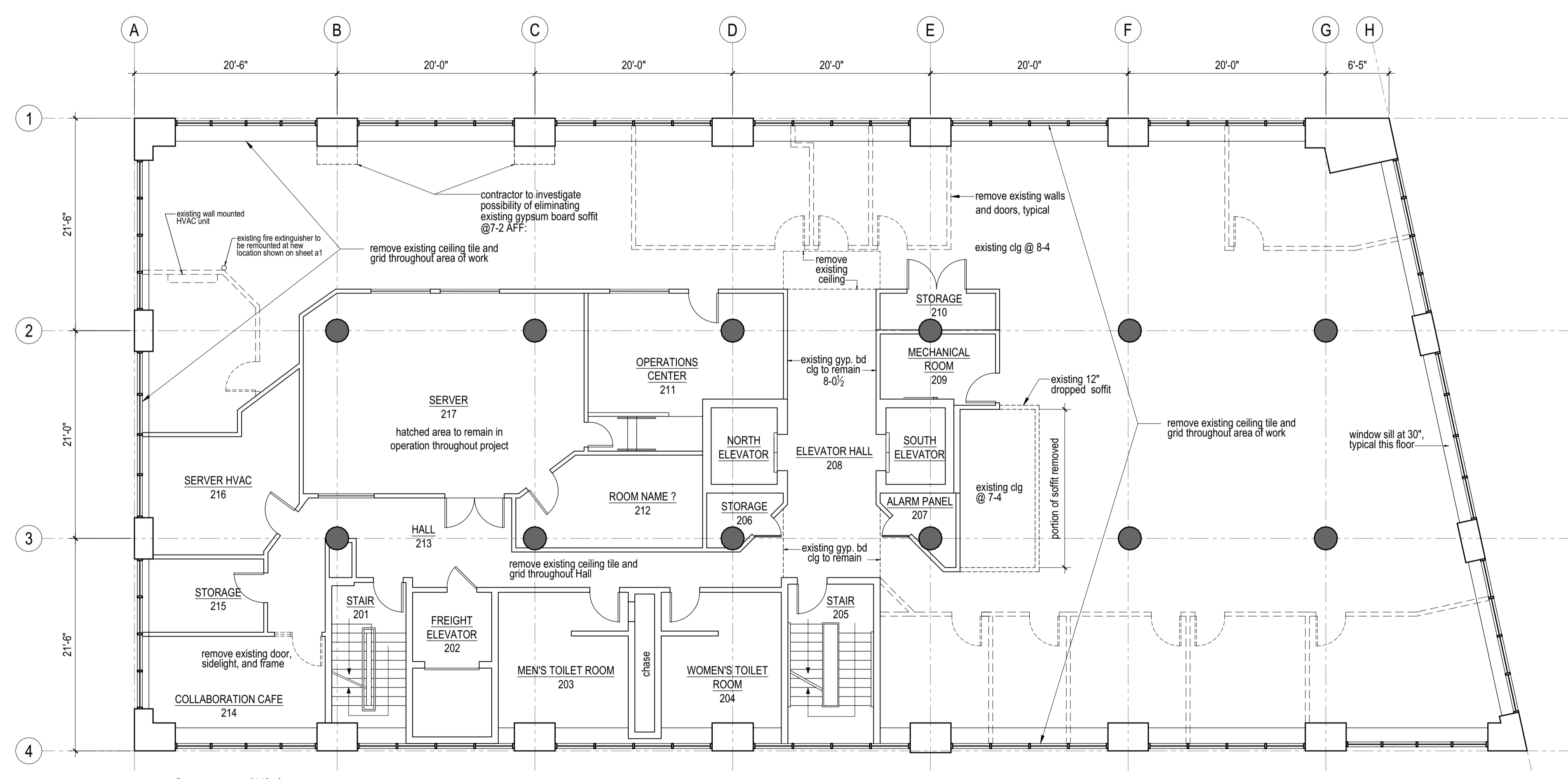
Demolition Notes

- Submittals**
- Provide owner with demolition schedule that minimize disturbances and interruptions to the owner's onsite operations. The schedule shall indicate interruptions of utility services, use and protection of elevator and stairs, locations of partitions for dust and noise control, and path of waste removal from building
- Quality**
- Comply with applicable EPA notification regulation before starting selective demolition. Comply with ANSI A10.6 Safety Requirements for Demolition Operations, and NFPA 241: Standard for Safeguarding Construction, Alteration, and Demolition Operations
- Project Conditions and Requirements**
- The owner will occupy areas of the building adjacent to the areas of demolition. Conduct the work in a manner that provides minimal disruption to the owners operations
 - The demolition plan is intended to be a schematic guide for removing existing assemblies, structures and materials as required for the new work to be installed. It is not intended to be exhaustive in detail. The contractor shall be familiar with the work of the project and remove all items as required by the work
 - Remove all construction assemblies, materials, finishes, mechanical and electrical items necessary for the completion of the work as depicted on the drawings, specifications, and supplementary instructions. Refer to mechanical and electrical drawings for additional information on demolition of those items.
 - The removal disposal and associated fees of all demolished items shall be the responsibility of the General Contractor.
 - All removed items, debris and salvage shall be the property of the General contractor unless noted otherwise in the drawings or by the Owner.
 - Demolition may uncover existing conditions, structures or assemblies that were not foreseen by the Architect or owner. The contractor shall bring to the attention of the Architect any existing conditions that are discovered that will affect the scope or design of the project
 - The Contractor shall restore any fire rated assemblies damaged by the demolition process to their required rating
 - The contractor shall identify any pre-existing damage to fire rated walls, floors, ceilings and columns. The Architect will coordinate with the General Contractor to develop a plan to restore the continuity of rated assemblies
 - The Contractor shall protect finishes, assemblies and structures not required to be demolished or that are outside the area of work.
 - The contractor shall control dust, noise and vibration, to protect the
 - The contractor shall provide shoring and temporary support of existing structural members that the work requires.
 - materials to be removed and reused, such as light fixtures and other electrical equipment, doors, and plumbing fixtures, shall be stored and protected from damage by ongoing construction activities
 - Maintain and ensure safe passage of building occupants around and trough areas of demolition.
- Hazardous Materials**
- If the Contractor suspects that hazardous materials such as asbestos containing materials (ACM), lead based paint, polychlorinated biphenyl (PCB) and petroleum products are present he shall not disturb the material and notify the owner's representative.
 - Fluorescent lights shall be handled and disposed of properly to prevent the release of mercury vapor

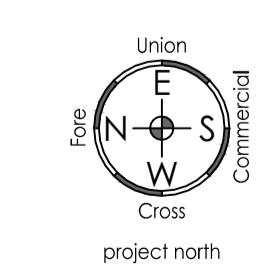
- Floor Specific Notes:**
- 6TH FLOOR:**
- The following existing items shall be reused
 - light fixtures
 - door and hardware at existing telephone room
 - Existing carpet tiles in the existing open office area shall remain. Protect carpet with continuous panels lapped at seams
 - The existing carpet tiles in the offices shall remain if they are on a continuous grid with the tiles in the open office area.
- 2ND FLOOR**
- All flooring, ceiling tiles, light fixtures within the work area shall be removed

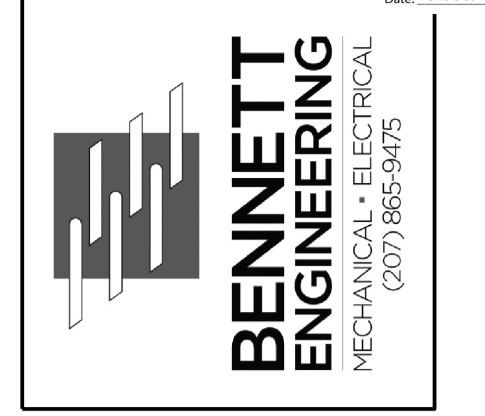


gross floor area: 8171 sf
 area of work: 3025 sf
6th Floor Demolition Plan
 1/8" = 1'-0"

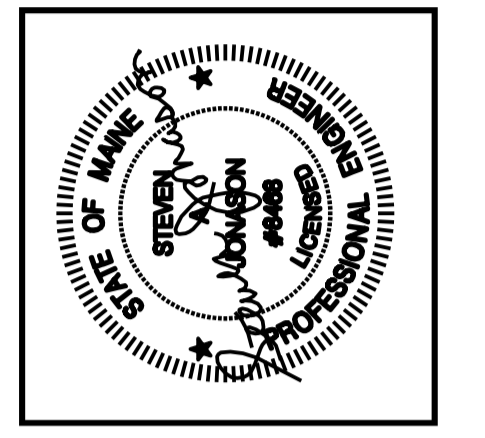


gross floor area: 8112 sf
 area of work: 4668 sf
2ND Floor Demolition Plan
 1/8" = 1'-0"





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FREEPORT, ME

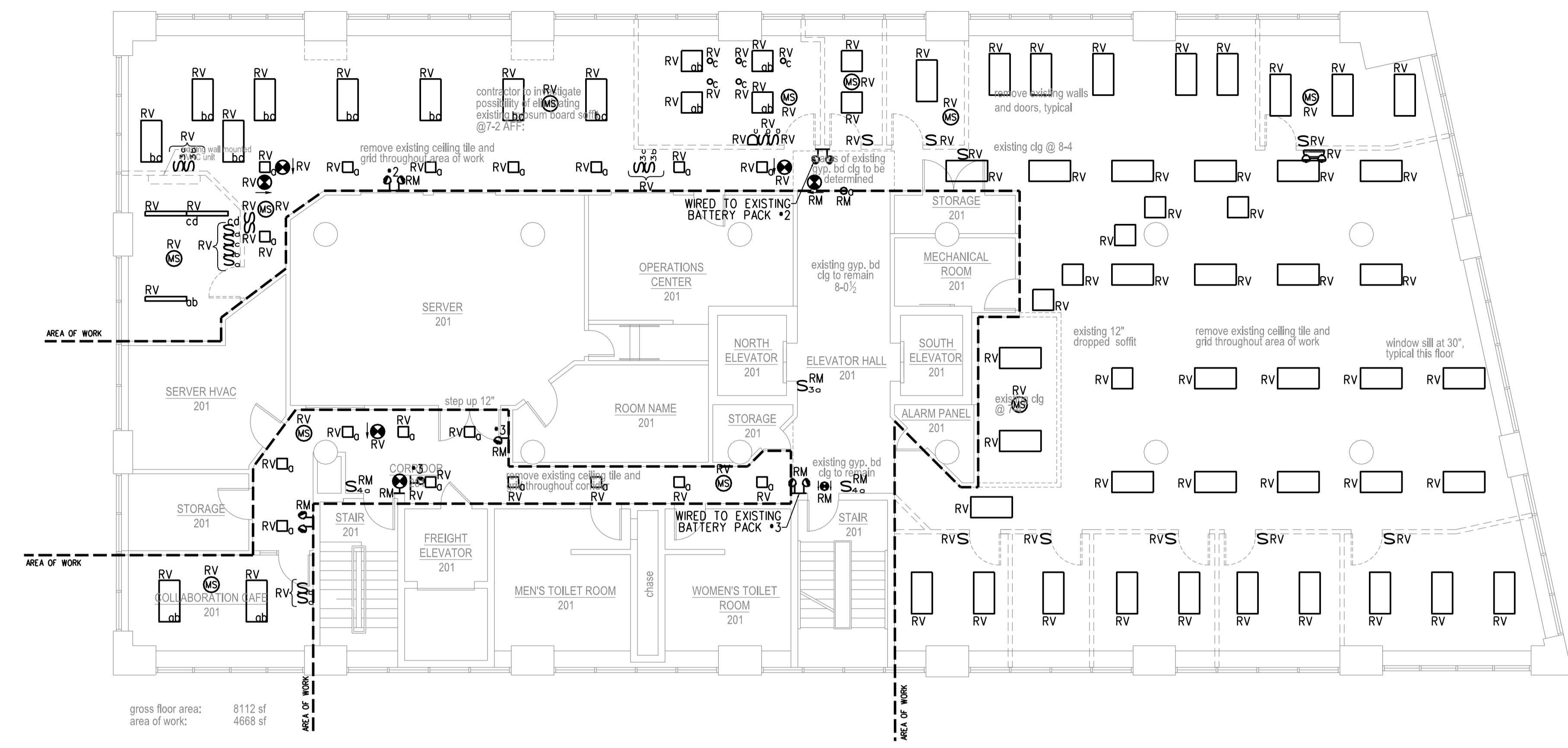


MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

TITLE	LIGHTING DEMO PLAN		
	SCALE	AS NOTED	DATE
DATE	01.07.2015	DRWN	CAT CHK SAJ

DRAWING NO.
DE-1

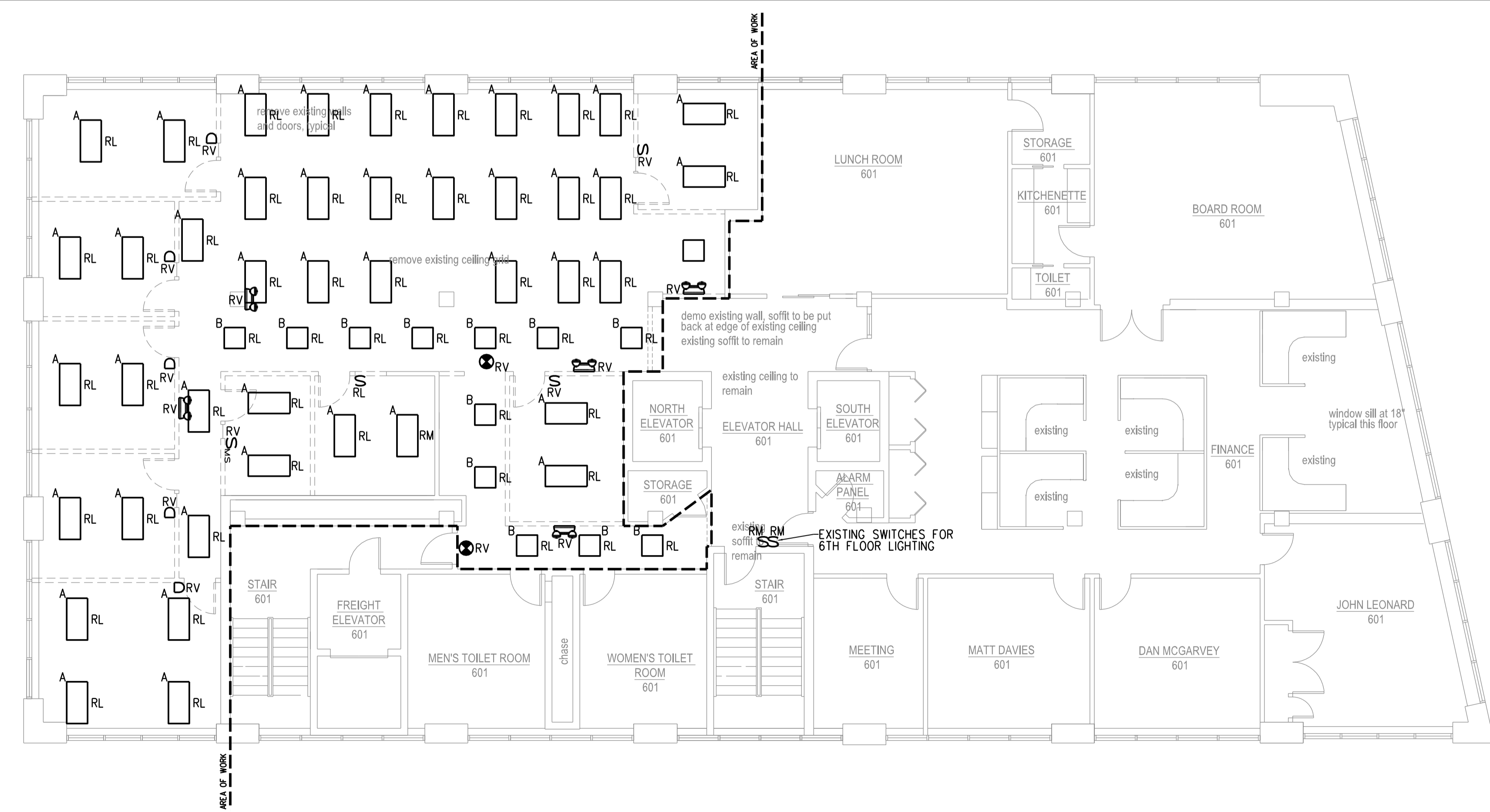


WP DENOTES WEATHERPROOF CONSTRUCTION
RP DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REPLACED
RM DENOTES EXISTING ELECTRICAL EQUIPMENT TO REMAIN
RL DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE RELOCATED
RV DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REMOVED



gross floor area: 8112 sf
area of work: 4668 sf

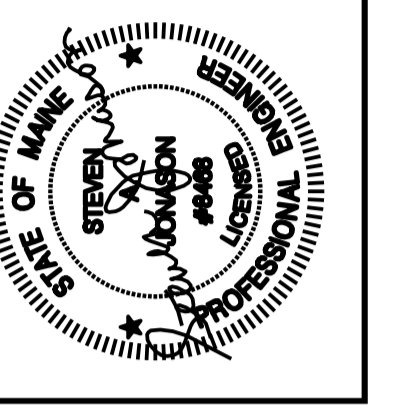
SECOND FLOOR LIGHTING DEMO PLAN
SCALE: 1/8" = 1'-0"



WP DENOTES WEATHERPROOF CONSTRUCTION
RP DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REPLACED
RM DENOTES EXISTING ELECTRICAL EQUIPMENT TO REMAIN
RL DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE RELOCATED
RV DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REMOVED

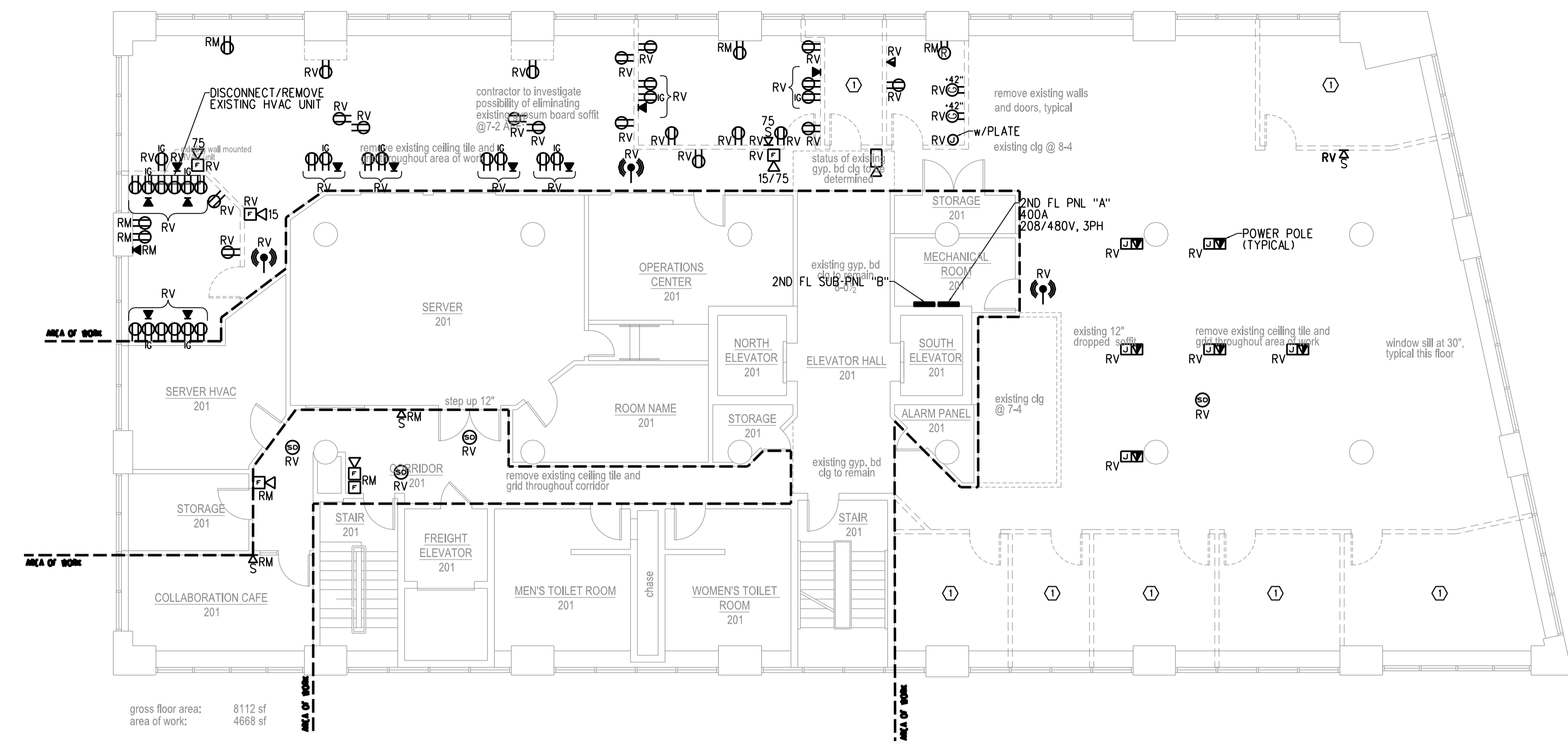
GENERAL NOTES
1. ALL SIXTH FLOOR LIGHTING FIXTURES LOCATED WITHIN THE AREA OF WORK SHALL BE REMOVED AND SAFELY STORED FOR RE-INSTALLATION DURING CONSTRUCTION.

SIXTH FLOOR LIGHTING DEMO PLAN
SCALE: 1/8" = 1'-0"



REVISION NO.	DATE

TITLE	POWER DEMO PLAN		
	SCALE	AS NOTED	DATE
DATE	01.07.2015	DRWN	CAT
		CHK	SAJ

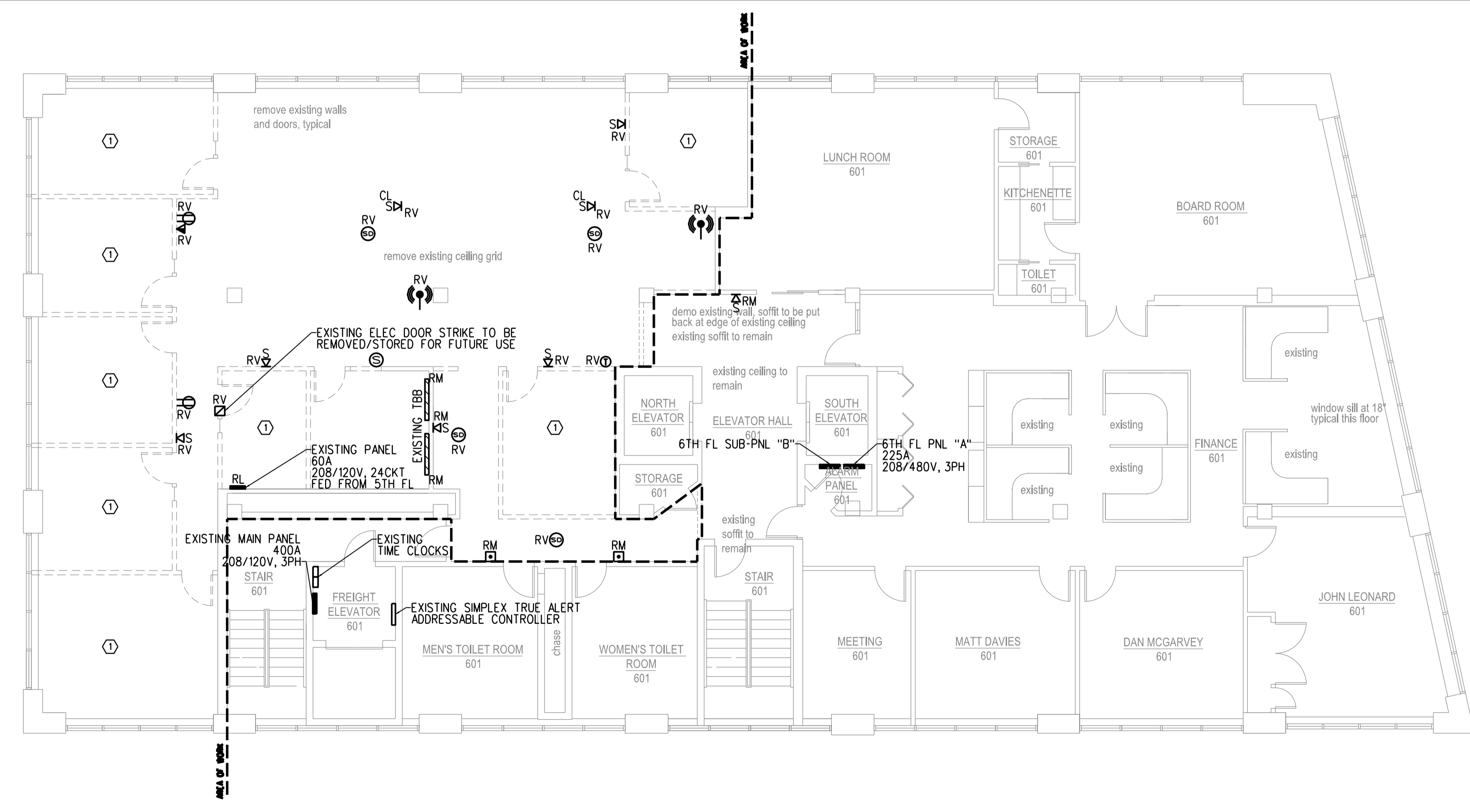


SECOND FLOOR POWER DEMO PLAN
SCALE: 1/8" = 1'-0"

WP DENOTES WEATHERPROOF CONSTRUCTION
RP DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REPLACED
RM DENOTES EXISTING ELECTRICAL EQUIPMENT TO REMAIN
RL DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE RELOCATED
RV DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REMOVED

GENERAL NOTES
1. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS.
2. CEILING MOUNTED SECURITY, TELCOMM AND SOUND MASKING SYSTEM DEVICES SHALL BE REMOVED AND STORED FOR REINSTALLATION DURING CONSTRUCTION.

WORK NOTES
① CONTRACTOR SHALL REMOVE ALL EXISTING POWER DEVICES LOCATED ON WALLS BEING REMOVED DURING DEMOLITION.

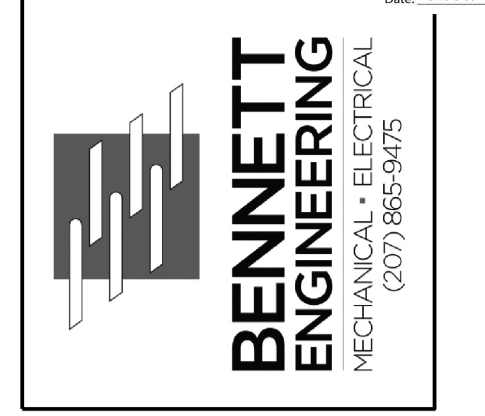


SIXTH FLOOR POWER DEMO PLAN
SCALE: 1/8" = 1'-0"

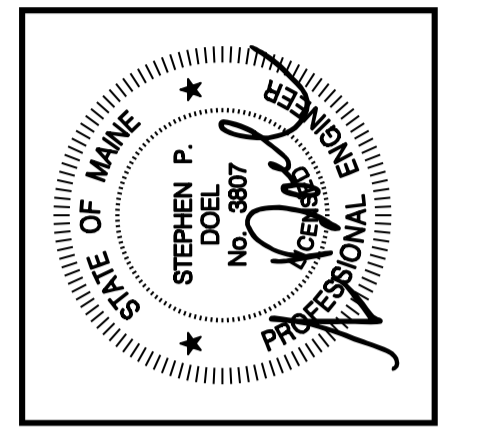
WP DENOTES WEATHERPROOF CONSTRUCTION
RP DENOTES EXISTING ELECTRICAL EQUIPMENT TO BE REPLACED
RM DENOTES EXISTING ELECTRICAL EQUIPMENT TO REMAIN
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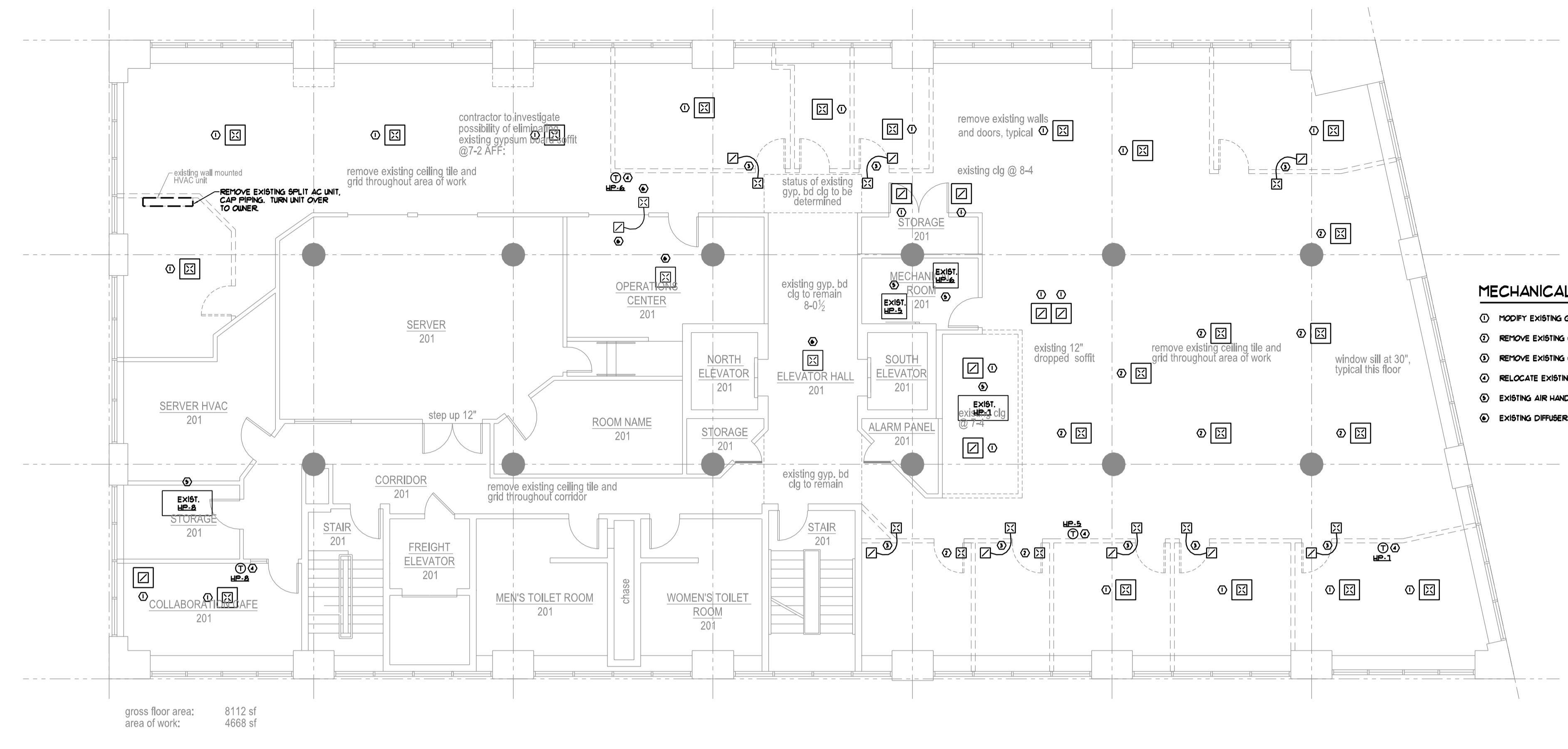
MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

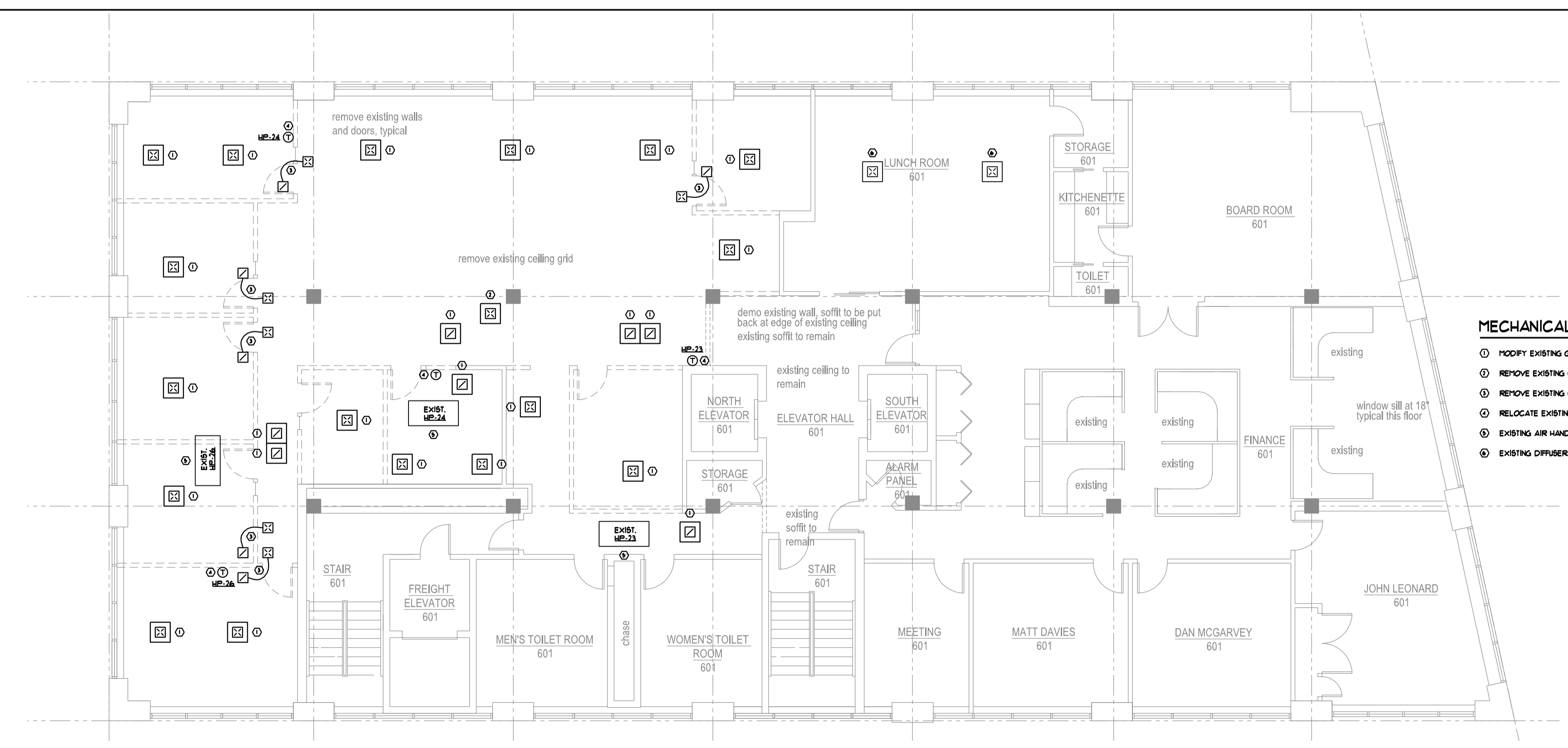
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	SCALE	AS NOTED	DATE
DATE	01.07.2015	DRWN	SMR
		CHK	SPD

DRAWING NO.
DM-1

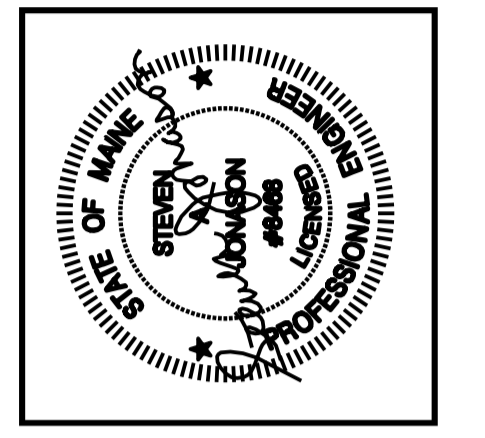
PROGRESS PRINT
NOT FOR CONSTRUCTION



SECOND FLOOR DEMO PLAN
SCALE 1/8" = 1'-0"



SIXTH FLOOR DEMO PLAN
SCALE 1/8" = 1'-0"

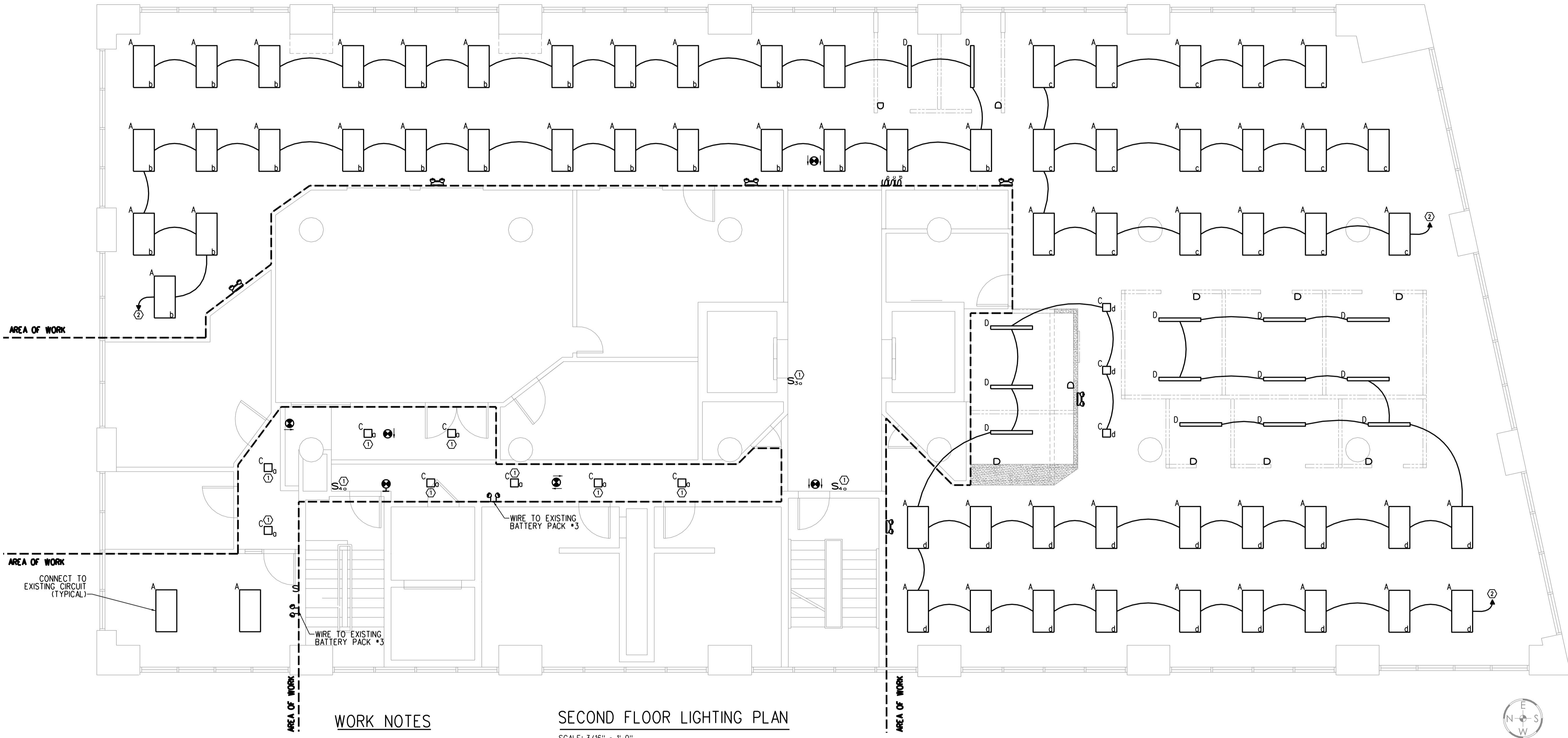


MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

TITLE		2nd FLOOR LIGHTING PLAN	
SCALE	AS NOTED	DATE	01.07.2015
DRWN	CAT	CHK	SAJ

DRAWING NO.
E-1



WORK NOTES

- ① CONTRACTOR SHALL CONNECT NEW LIGHTING FIXTURE TO EXISTING CIRCUIT AND SWITCH.
- ② CONTRACTOR SHALL CONNECT LIGHTING TO NEW 20A, 1-POLE CIRCUIT BREAKER WITHIN EXISTING POWER PANEL P21 AS INDICATED. NO CIRCUIT SHALL BE LOADED BEYOND 14 AMPERES AT 120V.

SECOND FLOOR LIGHTING PLAN

SCALE: 3/16" = 1'-0"

AREA OF WORK

CONNECT TO EXISTING CIRCUIT (TYPICAL)

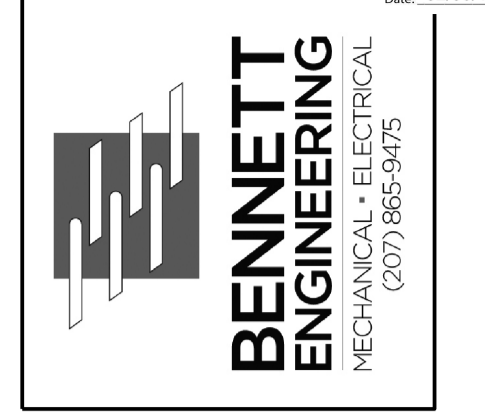
AREA OF WORK

AREA OF WORK

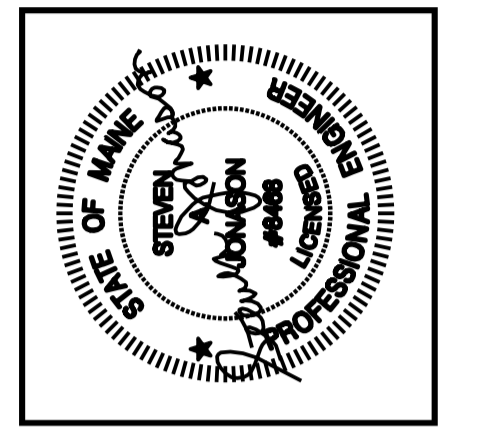
WIRE TO EXISTING BATTERY PACK #3

WIRE TO EXISTING BATTERY PACK #3





7 BENNETT RD
PO BOX 297
FREEPORT, ME



MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

TITLE	6TH FLOOR LIGHTING PLAN		
	SCALE	AS NOTED	DATE
		01.07.2015	
		DRWN	CAT
		CHK	SAJ

DRAWING NO.
E-2



6th Floor Plan
3/16" = 1'-0"

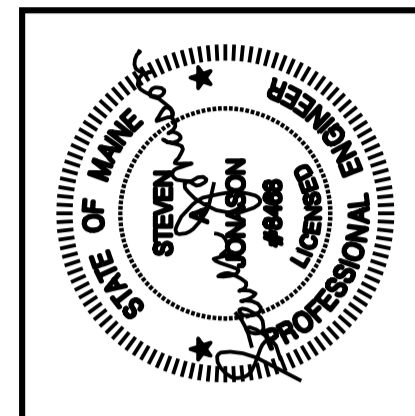
WORK NOTES

Ⓢ CONTRACTOR SHALL CONNECT NEW LIGHTING FIXTURES TO EXISTING CIRCUITS AND SWITCHING UNLESS SHOWN OTHERWISE.

SIXTH FLOOR LIGHTING PLAN

SCALE: 3/16" = 1'-0"



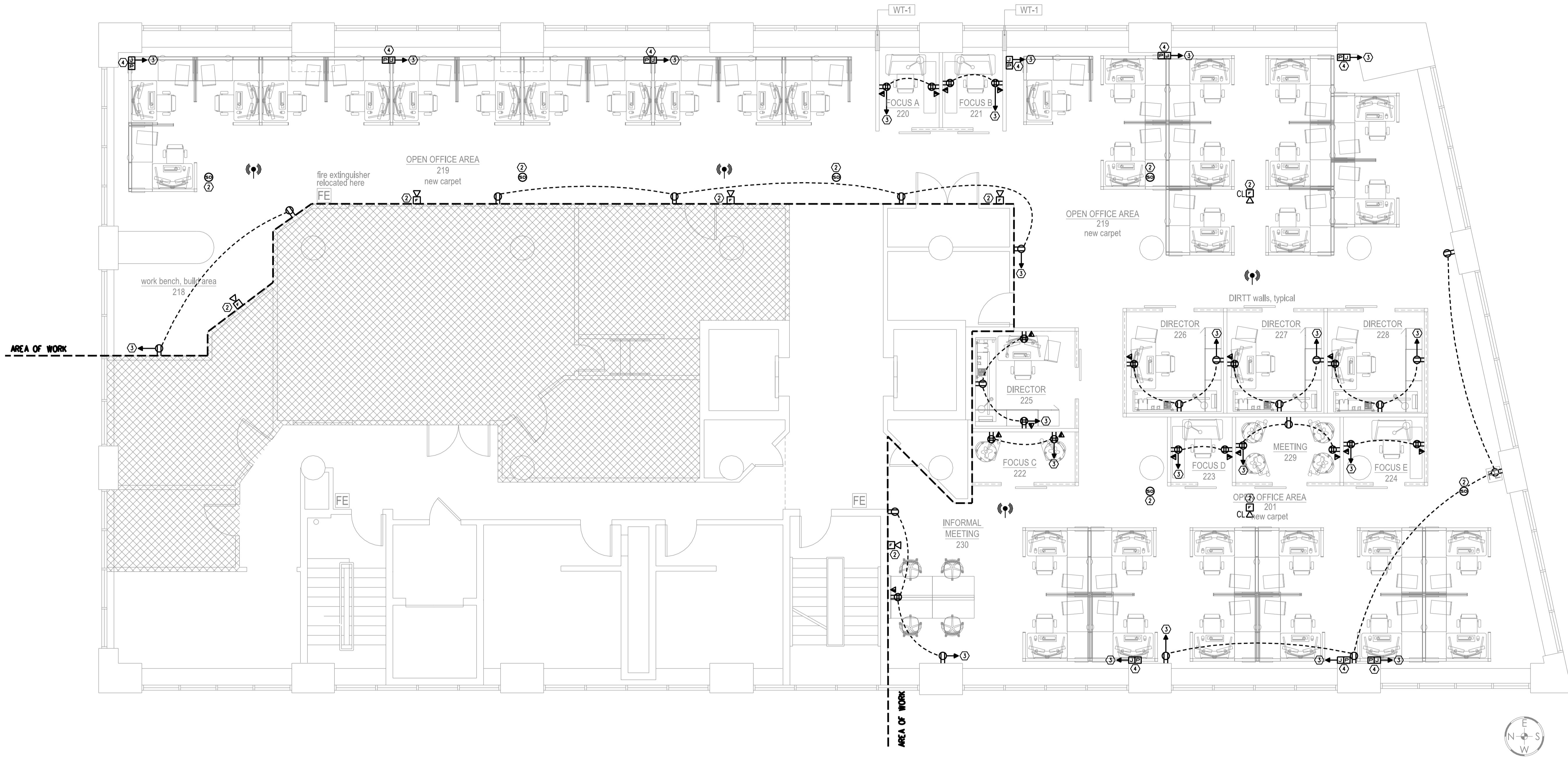


MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

2nd FLOOR POWER PLAN	
SCALE	AS NOTED
DATE	01.07.2015
DRWN	CAT
CHK	SAJ

DRAWING NO.
E-3



GENERAL NOTES

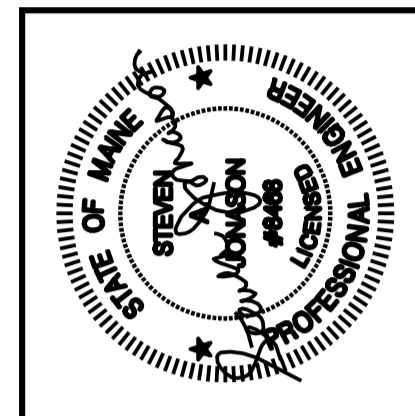
1. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS.
2. CONTRACTOR SHALL COORDINATE ALL POWER/DATA LOCATIONS WITH ARCHITECT AND OWNER PRIOR TO ROUGH-IN.

WORK NOTES

- ① NOT USED
- ② CONTRACTOR SHALL CONNECT NEW FIRE ALARM DEVICES TO EXISTING SIMPLEX SYSTEM PER MANUFACTURER'S SPECIFICATIONS.
- ③ CONTRACTOR SHALL CONNECT POWER RECEPTACLES TO NEW 20A BRANCH CIRCUIT RUN TO EXISTING RELOCATED PANEL IN ELEV FREIGHT RM 601. NO CIRCUIT SHALL BE LOADED BEYOND 14 AMPERES AT 120 VOLTS.
- ④ CONTRACTOR SHALL PROVIDE WALL MOUNTED JUNCTION BOX AND (2) 4-PORT DATA RECEPTS ALONG WITH (1) CIRCUIT TO CONNECT INTO BASE INFEED OF FURNITURE SYSTEM. COORDINATE WITH FURNITURE CONTRACTOR FOR FINAL CONNECTIONS.

SECOND FLOOR POWER PLAN

SCALE: 3/16" = 1'-0"

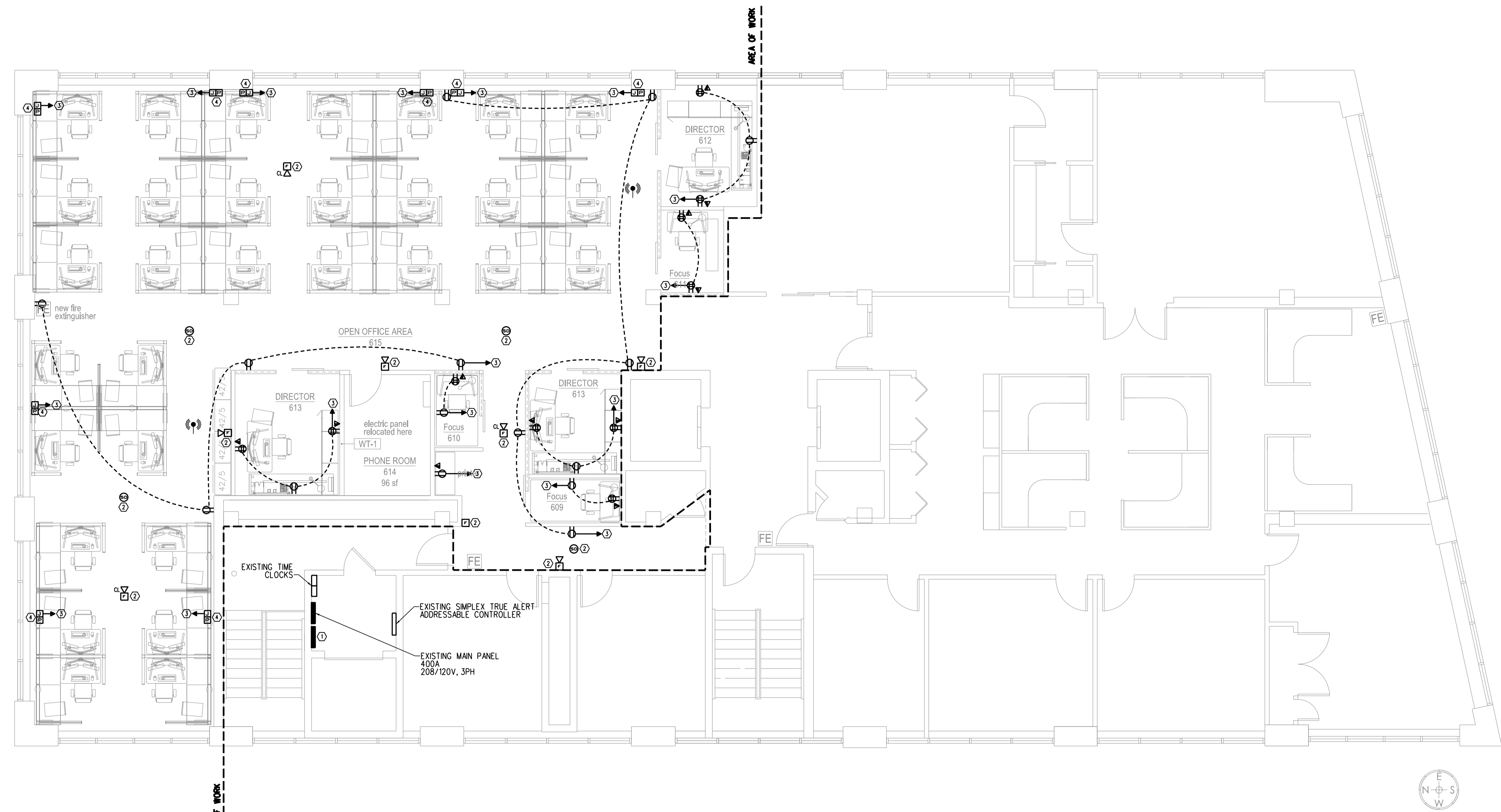


MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

6TH FLOOR POWER PLAN	
TITLE	
SCALE	AS NOTED
DATE	01.07.2015
DRWN	CAT
CHK	SAJ

DRAWING NO.
E-4



SIXTH FLOOR POWER PLAN
SCALE: 3/16" = 1'-0"

GENERAL NOTES

1. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS.
2. CONTRACTOR SHALL COORDINATE ALL POWER/DATA LOCATIONS WITH ARCHITECT AND OWNER PRIOR TO ROUGH-IN.
3. ALL CEILING MOUNTED "WHITE NOISE" DEVICES ASSOCIATED WITH SOUND MASKING SYSTEM SHALL BE REINSTALLED AT SAME LOCATION PER MANUFACTURER'S SPECIFICATIONS.

WORK NOTES

- ① CONTRACTOR SHALL RELOCATE EXISTING 60A, 208/120V, 24 CKT PANEL FROM FILE ROOM 612 TO FREIGHT ELEVATOR ROOM 601. RECONNECT FEED FROM EXISTING PANEL LOCATED ON THE FIFTH FLOOR REFER TO ELECTRICAL DEMO SHEET DE-2 FOR MORE INFORMATION.
- ② CONTRACTOR SHALL CONNECT NEW FIRE ALARM DEVICES TO EXISTING SIMPLEX SYSTEM PER MANUFACTURER'S SPECIFICATIONS.
- ③ CONTRACTOR SHALL CONNECT POWER RECEPTACLES TO NEW 20A BRANCH CIRCUIT RUN TO EXISTING RELOCATED PANEL IN ELEV FREIGHT RM 601. NO CIRCUIT SHALL BE LOADED BEYOND 14 AMPERES AT 120 VOLTS.
- ④ CONTRACTOR SHALL PROVIDE JUNCTION BOX AND (1) CIRCUIT TO CONNECT INTO BASE INFEED OF FURNITURE SYSTEM. COORDINATE WITH FURNITURE CONTRACTOR FOR FINAL CONNECTIONS.



PORTLAND MAINE

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Jeff Levine, AICP, Director
Director of Planning and Urban Development

Tammy Munson
Director, Inspections Division

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, upon receipt of an e-mailed invoice from Building Inspections, which signifies that my electronic permit application and corresponding paperwork have been received, determined complete, entered by an administrative representative, and assigned a permit number, I then have the following four (4) payment options:

- to provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),
- call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,
- hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,
- or deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Inspections Division
389 Congress Street, Room 315
Portland, Maine 04101

Once my payment has been received, this then starts the review process of my permit. ***After all approvals have been met and completed, I will then be issued my permit via e-mail.*** No work shall be started until I have received my permit.

Applicant Signature: Josef Chalot Digitally signed by Josef Chalot
DN: cn=Josef Chalot, o=Azimuth LLC, ou=Architect,
email=azimuth@maine.rr.com, c=US
Date: 2015.01.09 15:20:09 -0500' Date: 1/9/2015

I have provided digital copies and sent them on: Josef Chalot Digitally signed by Josef Chalot
DN: cn=Josef Chalot, o=Azimuth LLC, ou=Architect,
email=azimuth@maine.rr.com, c=US
Date: 2015.01.09 15:20:28 -0500' Date: 1/9/2015

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

Room 315 - 389 Congress Street- Portland, Maine 04101 (207) 874-8703 - Fax: 874-8716 - TTY: 874-8936



Acknowledgment of Code Compliance Responsibility- Fast Track Project



I, Josef Chalot, Architect am the owner or duly **authorized owner's agent** of the property listed below
Print Legal Name

MEMIC, 261 Commercial Street, Portland Maine 04101
Physical Address

I am seeking a permit for the construction or installation of:

Tenant Improvements at 2nd and 6th Floors

Proposed Project Description

I understand that the permits obtained pursuant to this acknowledgement of code compliance responsibility will be in my name and that I am acting as the **general contractor** for this project. I accept full responsibility for the work performed.

I am submitting for a permit authorized by the **State of Maine Uniform Building and Energy Code (MUBEC), Fuel Board Laws and Rules and all locally adopted codes and standards applying to Plumbing, Electrical, Fire Prevention and Protection in anticipation of having it approved or approved with conditions.** I have read the following statement and understand that **failure to comply with all conditions once construction is begun may necessitate an immediate work stoppage until such time as compliance with the stipulated conditions is attained.** I certify that I have made a diligent inquiry regarding the need for concurrent state or federal permits to engage in the work requested under this building permit, and no such permits are required or I will have obtained the required permits prior to issuance of this permit. I understand that the granting of this permit shall not be construed as satisfying the requirements of other applicable Federal, State or Local laws or regulations, including City of Portland historic preservation requirements, if applicable. I understand and agree that this permit does not authorize the violation of regulations.

In addition, I understand and agree that this building permit does not authorize the violation of the **12 M.R.S. § 12801 et seq. - Endangered Species.**

I certify under penalty of perjury and under the laws of the State of Maine the foregoing is true and correct. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plans submitted with this application.

I hereby apply for a permit as a Owner's Agent of the below listed property and by so doing will assume responsibility for compliance with all applicable codes, bylaws, rules and regulations.

the General Contractor's

I further understand that it is ~~my~~ responsibility to schedule inspections of the work as required and that the City's inspections will, at that time, check the work for code compliance. The City's inspectors may require modifications to the work completed if it does not meet applicable codes. JC INITIAL HERE

Sign Here: .

Date: 1/8/2015

PLEASE ALSO



Acknowledgment of Code Compliance Responsibility- Fast Track Project

OFFICE USE ONLY

PERMIT # _____

CBL # _____



THIS PROJECT IS ELIGIBLE FOR FAST TRACK PERMITTING BECAUSE IT IS IN THE FOLLOWING CATEGORY / CATEGORIES (CHECK ALL THAT APPLY):

- One/Two Family Swimming Pools, Spas or Hot Tubs
- One/Two Family Decks, Stairs and Porches (attached or detached) First Floor Only
- One/Two Family Detached One Story Accessory Structures (garages, sheds, etc.) not to exceed 600sq ft with no habitable space
- Home Occupations (excluding day cares)
- One/Two Family Renovation/Rehabilitation (within the existing shell)
- Attached One /Two Family Garages /Additions/Dormers bearing the seal of a licensed design professional
- New *Sprinklered* One and Two Family Homes (bearing the seal of a licensed design professional stating code compliance) – **MUST STILL RECEIVE LEVEL 1 SITE PLAN APPROVAL FROM PLANNING**
- One/Two Family HVAC (including boilers, furnaces, heating appliances, pellet and wood stoves)
- Interior office renovations with no change of use (no expansions; no site work; no load bearing structural changes are eligible) bearing the seal of a licensed design professional stating code compliance
- Interior Demolition with no load bearing demolition
- Amendments to existing permits
- Commercial HVAC systems (with structural and mechanical plans bearing the seal of a licensed design professional stating code compliance)
- Commercial HVAC for Boilers/Furnaces/Heating Appliances
- Commercial Signs or Awnings
- Exterior Propane Tanks
- Residential or Commercial Subsurface Waste Water Systems (No Rule Variance Only)
- Renewal of Outdoor Dining Areas
- Temporary Outdoor Tents and stages under 750 sq ft per tent or stage
- Fire Suppression Systems (Both non-water and water based installations)
- Fences over 6'-0" in height
- Site work only
- Retaining walls over 4ft in height with stamped plans (or approval from inspection staff)

I understand that if the property is located in a historic district this application will also be reviewed by Historic Preservation. I further understand that the Building Inspections Division reserves the right to deny a fast track eligible pr

Sign Here: 

Date: 1/8/2015



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.

Address/Location of Construction: 261 Commercial Street, Portland, ME 04101		
Total Square Footage of Proposed Structure: 2nd floor 4991 sf 6th floor 3125 sf (renovation)		Josef Chalot
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 038 F 019	Applicant Name: Architect Address 327 Ocean House Road City, State & Zip Cape Elizabeth, Maine 04107	Telephone: (207) 865-9925 Email: Jon@zachauconstruction.com
Lessee/Owner Name : MEMIC/Catherine Lamson (if different than applicant) Address: 261 Commercial Street City, State & Zip: Portland Maine Telephone & E-mail: 207 791 3304 CatherineLamson@memic.com	Contractor Name: Zachau Construction (if different from Applicant) Address: 1185 U.S. Route One City, State & Zip: Freeport ME, 04032 Telephone & E-mail: 207 865 9925	Cost Of Work: \$ 286,160.00 C of O Fee: \$ _____ Historic Rev \$ _____ Total Fees : \$ _____
Current use (i.e. single family) <u>Business Offices</u>		
If vacant, what was the previous use? <u>not previously vacant</u>		
Proposed Specific use: <u>same as previous use, business offices</u>		
Is property part of a subdivision? <u>no</u> . If yes, please name _____		
Project description: Tenant Improvement of portions of 2nd floor and 6th floor of building.		
Who should we contact when the permit is ready: Jon Provost, Project Manager		
Address: 1185 U.S. Route One		
City, State & Zip: Freeport ME, 04032		
E-mail Address: Jon@zachauconstruction.com		
Telephone: (207) 807-8980		

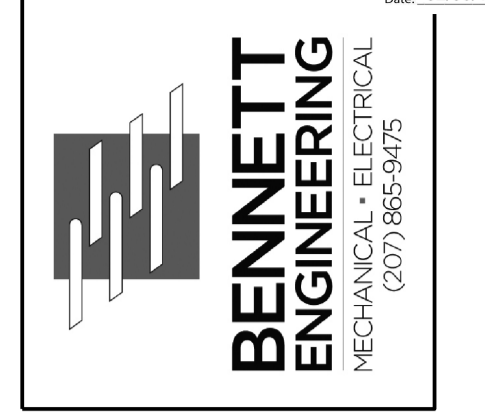
Please submit all of the information outlined on the applicable checklist. Failure to do so causes an automatic permit denial.

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, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

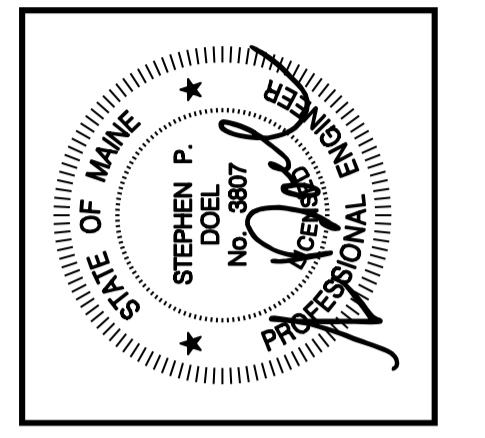
I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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: Josef Chalot Digitally signed by Josef Chalot
DN: cn=Josef Chalot, o=Azimuth LLC, ou=Architect,
email=azimuth@maine.rr.com, c=US
Date: 2015.01.09 15:20:52 -0500 **Date:** 1/9/2015

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



7 BENNETT RD
PO BOX 297
FREEPORT, ME



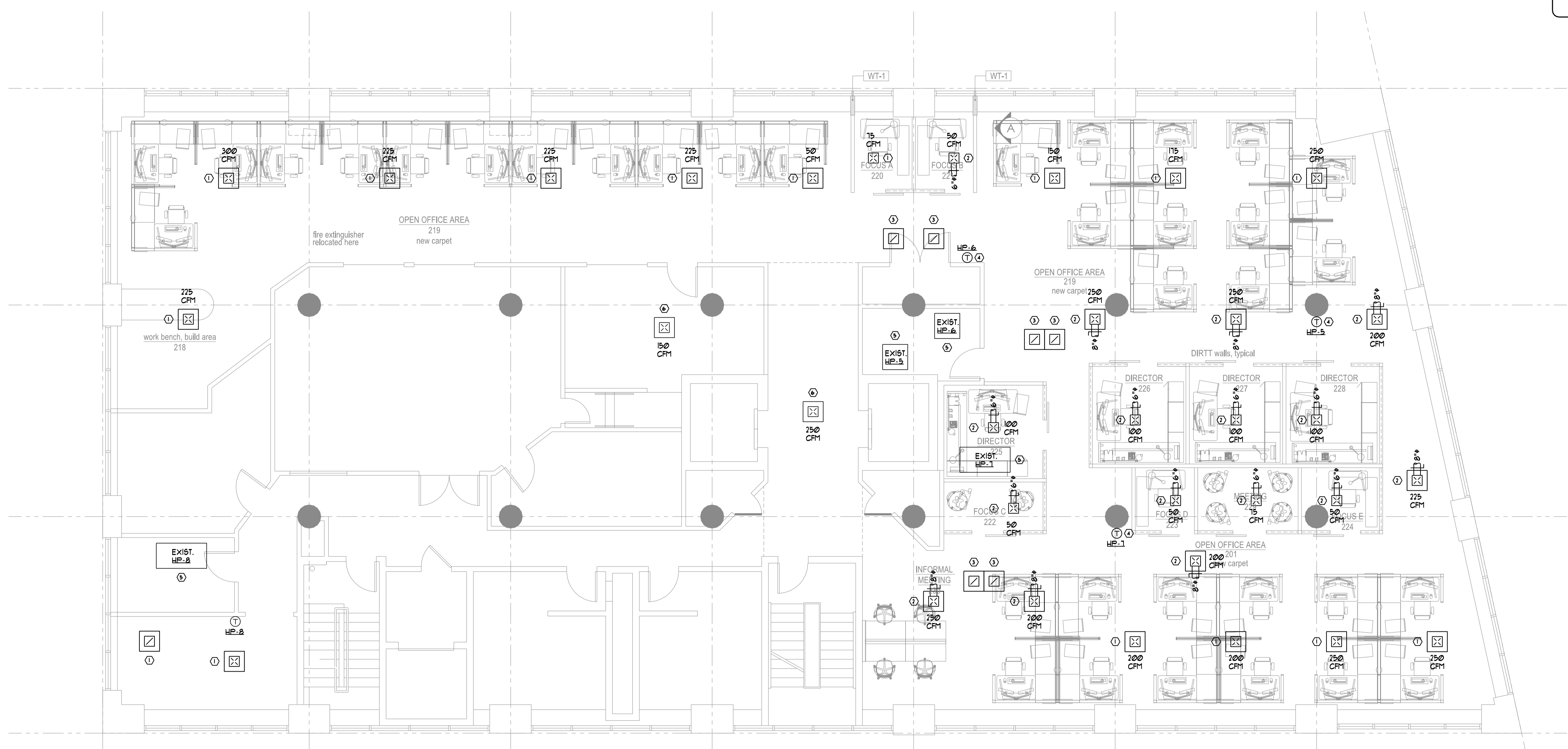
MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

TITLE	2nd FLOOR MECHANICAL PLAN	
	SCALE	AS NOTED
DATE	01.07.2015	DRWN SMR CHK SPD

DRAWING NO.
M-1

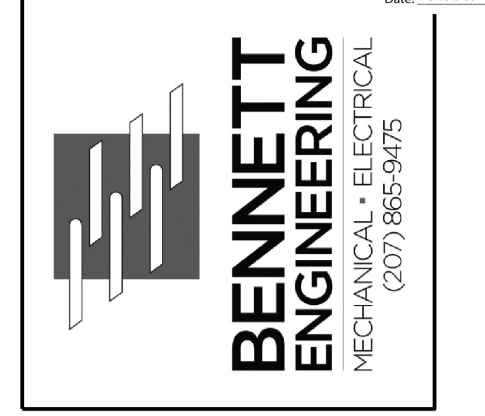
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NOT FOR CONSTRUCTION



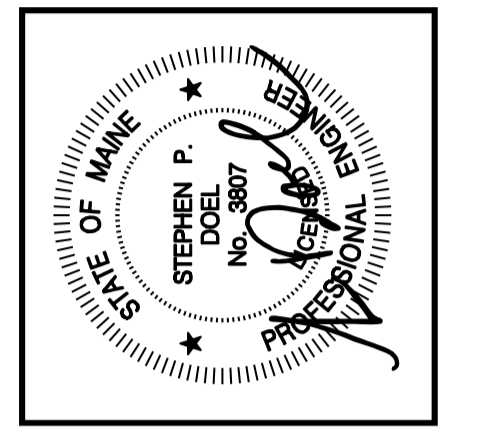
SECOND FLOOR MECHANICAL PLAN
SCALE 3/16" = 1'-0"

MECHANICAL NOTES

- ① CONNECT TO EXISTING SUPPLY AIR BRANCH DUCT.
- ② CONNECT PROPOSED SUPPLY AIR DIFFUSER/DUCT TO EXISTING MAIN DUCT.
- ③ CONNECT TO EXISTING RETURN AIR DUCTWORK.
- ④ RELOCATE EXISTING THERMOSTAT, FIELD COORDINATE WITH OWNER.
- ⑤ EXISTING AIR HANDLING SYSTEM TO REMAIN, REBALANCE AS REQ'D.
- ⑥ EXISTING DIFFUSER/GRILLE TO REMAIN.



7 BENNETT RD
PO BOX 297
FREEPORT, ME



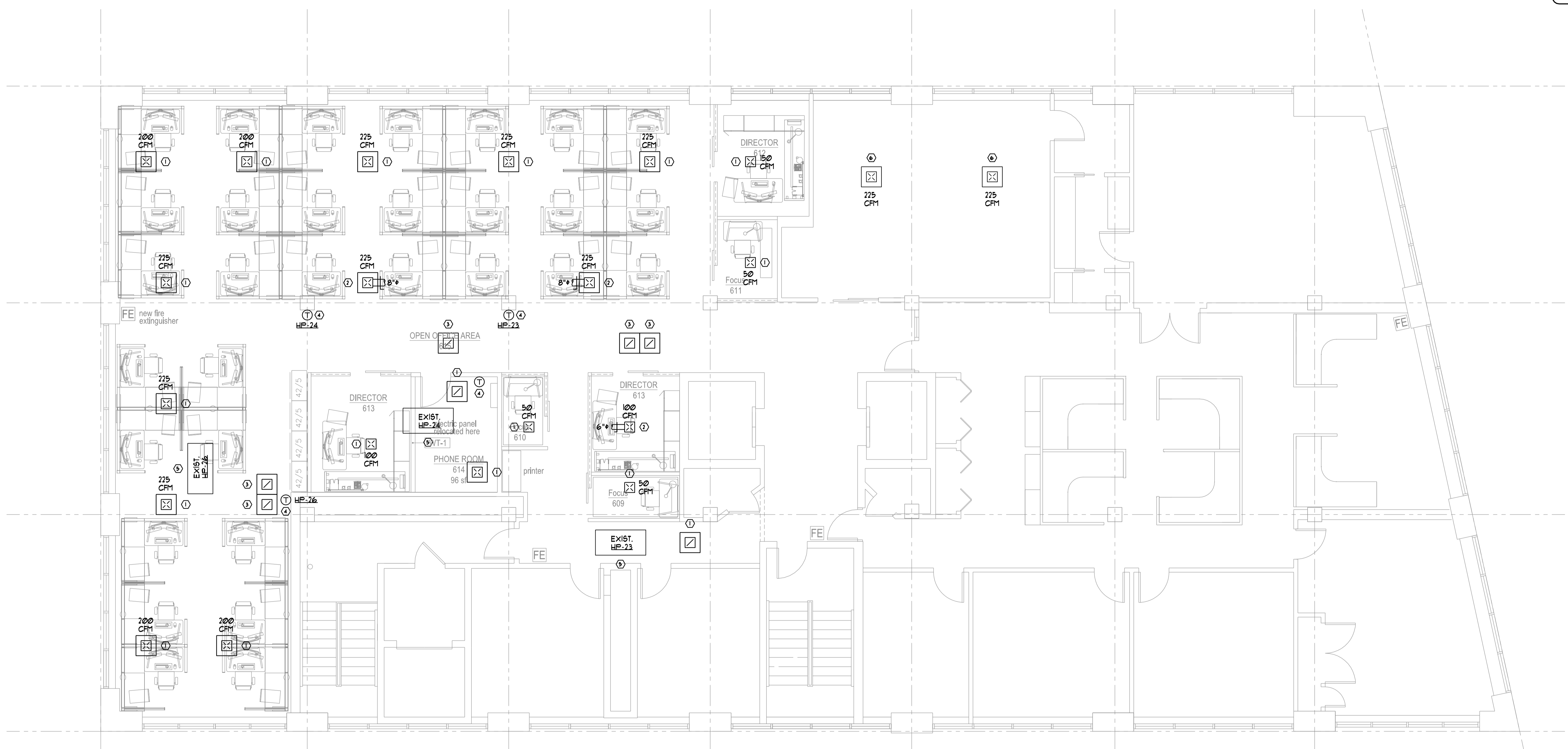
MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

TITLE	6TH FLOOR MECHANICAL PLAN	
	SCALE	AS NOTED
DATE	01.07.2015	DRWN SMR CHK SPD

DRAWING NO.
M-2

PROGRESS PRINT
NOT FOR CONSTRUCTION



SIXTH FLOOR MECHANICAL PLAN
SCALE 3/16" = 1'-0"

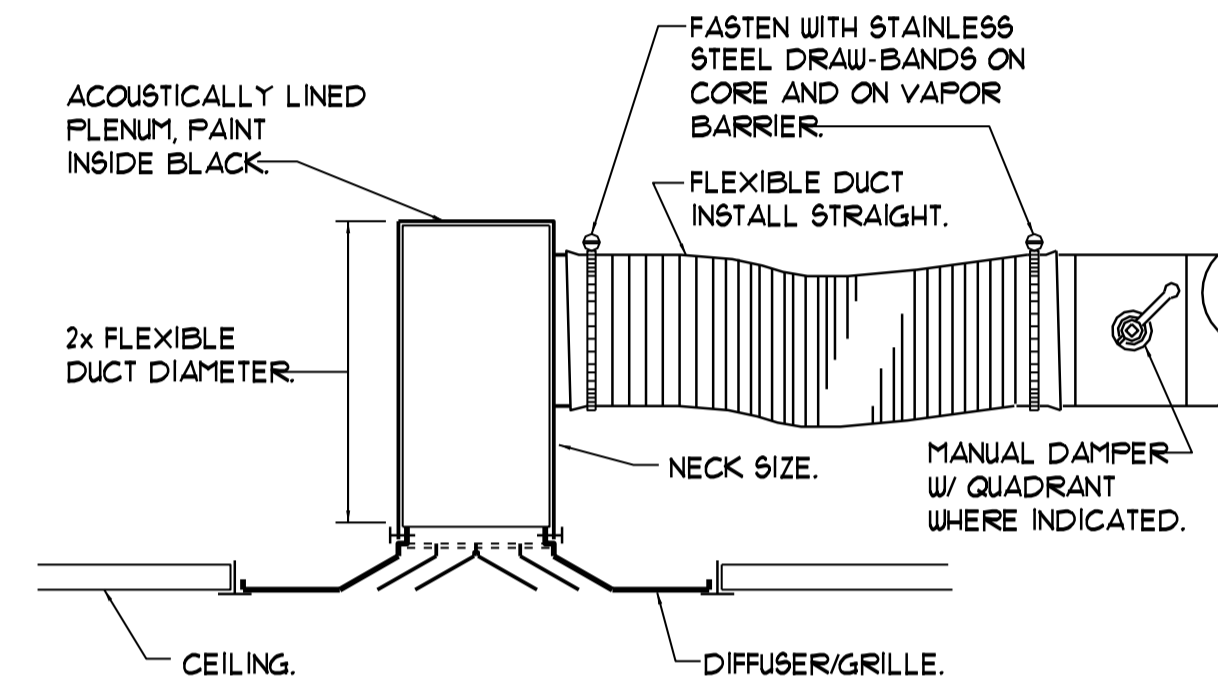
MECHANICAL NOTES

- ① CONNECT TO EXISTING SUPPLY AIR BRANCH DUCT.
- ② CONNECT PROPOSED SUPPLY AIR DIFFUSER/DUCT TO EXISTING MAIN DUCT.
- ③ CONNECT TO EXISTING RETURN AIR DUCTWORK.
- ④ RELOCATE EXISTING THERMOSTAT, FIELD COORDINATE WITH OWNER.
- ⑤ EXISTING AIR HANDLING SYSTEM TO REMAIN, REBALANCE AS REQ'D.
- ⑥ EXISTING DIFFUSER/GRILLE TO REMAIN.

FOR PERMITTING

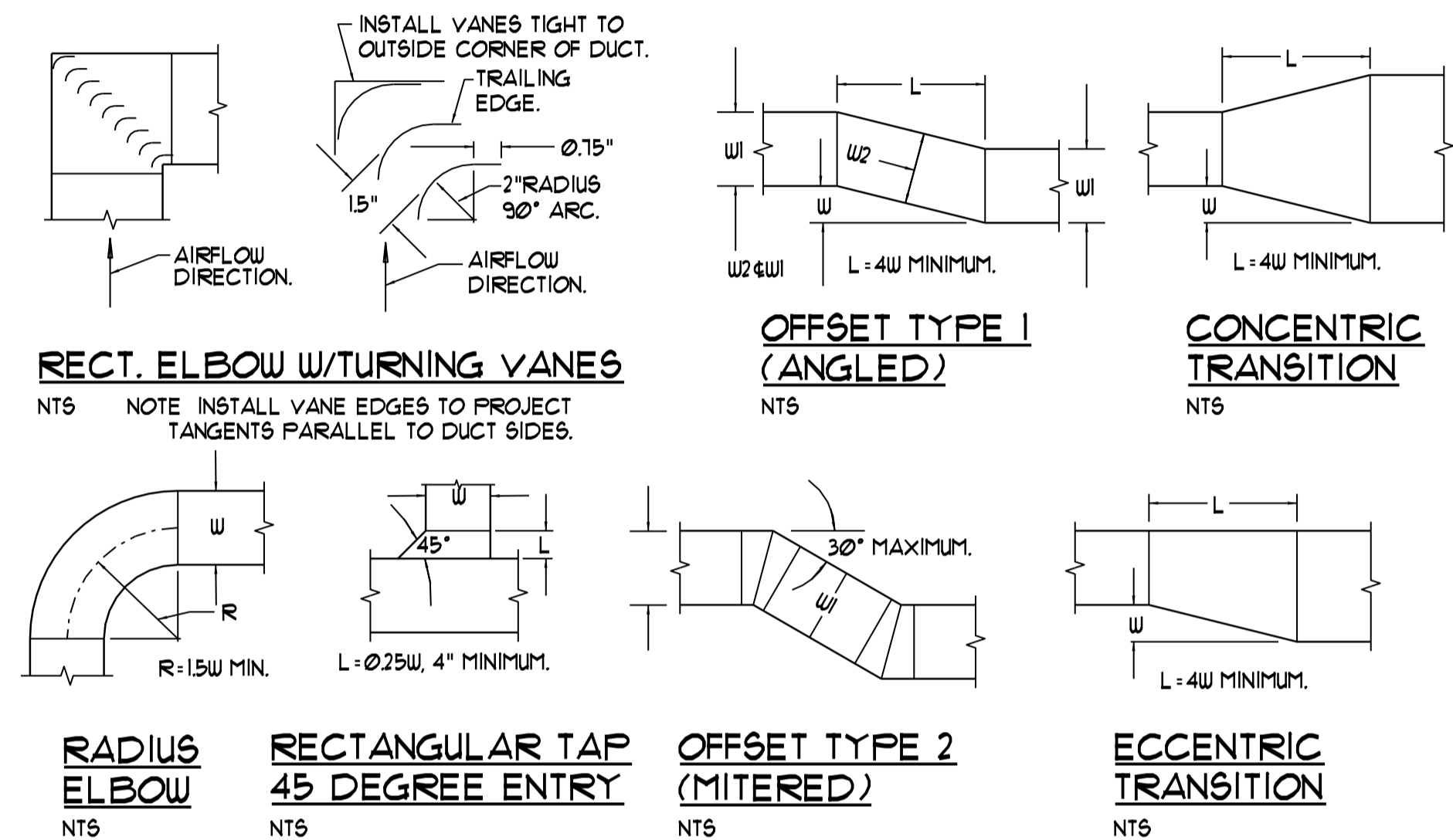
SPECIFICATIONS

- 1.01 GENERAL MECHANICAL
- A. Furnish materials and labor necessary to deliver to the Owner a complete and operable system installed in accordance with the contract documents.
 - B. Submit shop drawings, manufacturers' data and certificates for equipment, materials and finish, and pertinent details for each system where specified in each individual section.
 - C. Provide information sufficiently in advance of this work, so that work by the other trades may be coordinated and installed without delays. Furnish and locate sleeves, supports, anchors and necessary access panels.
 - D. Obtain necessary permits and licenses, give notices and comply with laws, ordinances, rules, regulations or orders affecting the work, and pay fees and charges in connection therewith.
 - E. Work and materials shall conform to the latest rules and regulations and these rules and regulations hereby are made part of this specification.
 - F. Upon completion of the work and before applying for final payment, furnish a written guarantee, stating that the work complies with the provisions of codes and the local enforcing authorities, and that it will be free from defects of material and workmanship for not less than one (1) year. Guarantee shall further state that the Contractor will, at his own expense, repair or replace any of his material and work which may become defective during the time of guarantee, together with other work damaged as a consequence of such defects.
 - G. Equipment schedules shall serve as the basis of design for the products used, or equal.
- 1.02 DUCTWORK AND ACCESSORIES
- A. Ductwork shall be galvanized steel conforming to ASTM A527, weight of galvanized coating shall be not less than 1-1/4 ounces total for both sides of one sq. ft. of a sheet. Construction, metal gage, and reinforcements shall conform with SMACNA "Duct Construction Standards" and NFPA 90A for 2" W.G. pressure class. Fittings shall be constructed in accordance with SMACNA Standards and shall be of the types indicated (ONLY). Longitudinal joints shall be Pittsburgh lockseam (ONLY). Button punch snap locks are not acceptable. Joints shall be sealed to SMACNA seal class B with Hardcast Duct Seal 321 water based indoor/outdoor sealant.
 - B. Volume dampers shall be Ruskin model MD-35 (rectangular) or model MDRS25 (round) with locking quadrant.
 - C. Acoustical duct liner shall be 1" Type AP Armaflex SA elastomeric unicellular, no fiberglass.
- 1.03 INSULATION
- A. Supply Air Ductwork: 1-1/2" fiberglass ductwrap with FSK.



DIFFUSER/RETURN CONNECTION DETAIL

NTS
NOTE: DETAIL TYPICAL FOR CEILING GRILLES, REGISTERS AND LINEAR DIFFUSERS. FOR SURFACE-MOUNT DEVICES, SUPPORT PLENUM FROM CEILING GRID WITH STEEL ANGLES FASTENED TO PLENUM.



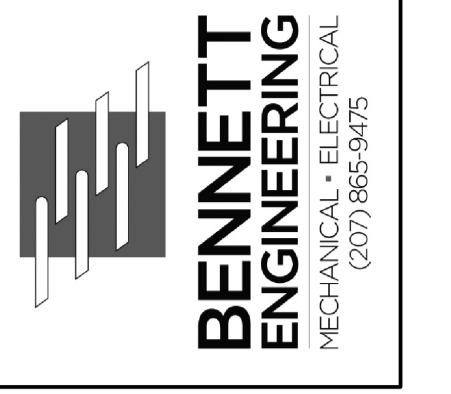
LOW PRESSURE DUCT CONSTRUCTION DETAILS - TYPICAL

MECHANICAL AND PLUMBING SYMBOLS AND ABBREVIATIONS LEGEND

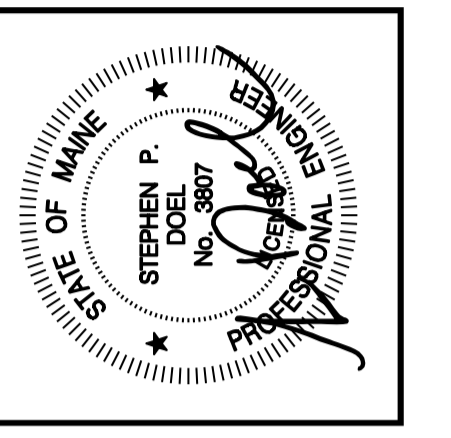
NOTE - USE SYMBOLS AND ABBREVIATIONS AS APPLICABLE FOR THIS MECHANICAL DRAWING SET. SOME SYMBOLS AND ABBREVIATIONS IN THIS LEGEND MAY NOT APPLY.

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	ABBREVIATION	DESCRIPTION	ABBREVIATION	DESCRIPTION	ABBREVIATION	DESCRIPTION	ABBREVIATION	DESCRIPTION
CA	COMPRESSED AIR PIPING (CA)	⊘	BALL VALVE	⊕	TSTAT OR SENSOR W/ TAMPERPROOF GUARD	B.*	BOILER TAG	EUB	ENTERING WET BULB	LB	POUNDS	RPZ	REDUCED PRESSURE ZONE
C	CONDENSATE DRAIN PIPING (C)	⊘	BALL VALVE	⊕	MANUAL AIR VENT	BD.*	BYPASS DAMPER TAG	EUH.*	ELECTRIC WATER HEATER TAG	LD.*	LINEAR DIFFUSER TAG	RR.*	RETURN REGISTER TAG
CTR	COOLING TOWER RETURN PIPING (CTR)	⊘	3/4" BALL VALVE WITH 3/4" HOSE END	⊕	NOTE TAG (NUMBER)	BFP.*	BACKFLOW PREVENTER TAG	EUT	ENTERING WATER TEMPERATURE	LTHUS/R	LOW TEMPERATURE HOT WATER	RTU	ROOM TEMPERATURE SENSOR
CTS	COOLING TOWER SUPPLY PIPING (CTS)	⊘	GATE VALVE	⊕	AIR DEVICE TAG (LETTER) WITH CFM	BHP	BRAKE HORSEPOWER	EXG	EXISTING	LRA	LOCKED ROTOR AMPS	RV	RELIEF VALVE
CWR	CHILLED WATER RETURN PIPING (CWR)	⊘	PRESSURE REDUCING VALVE	⊕	ROOM NUMBER	BTUH	BRITISH THERMAL UNITS PER HOUR	EXH	EXHAUST	LUCO	LOW WATER CUTOUT	RUL	RAINWATER LEADER
CWS	CHILLED WATER SUPPLY PIPING (CWS)	⊘	FUSIBLE VALVE	⊕	TURNING VANES	CBD	COUNTER BALANCED DAMPER	FC	FLEXIBLE CONNECTION	LUT	LEAVING WATER TEMPERATURE	SA	SUPPLY AIR
FOR	FUEL OIL RETURN PIPING (FOR)	⊘	STRAINER W/ BLOWDOWN BALL VALVE	⊕	DUCT W/ MANUAL DAMPER	CC.*	COOLING COIL TAG	FCO	FLOOR CLEANOUT	MAX	MAXIMUM	SAN	SANITARY (DRAIN + WASTE)
FOS	FUEL OIL SUPPLY PIPING (FOS)	⊘	2-WAY CONTROL VALVE	⊕	DUCT W/ FLEXIBLE CONNECTION (FC)	CFM	CUBIC FEET PER MINUTE	FD	FIRE DAMPER	MBH	THOUSANDS OF BTU PER HOUR	SD	SMOKE DAMPER
G	GAS PIPING (G)	⊘	SOLENOID VALVE	⊕	LAGGED DUCT	CHLR.*	CHILLER TAG	FD.*	FLOOR DRAIN TAG	MCA	MINIMUM CIRCUIT AMPACITY	SEER	SEASONAL ENERGY EFFICIENCY RATIO
HWR	HOT WATER RETURN PIPING (HWR)	⊘	3-WAY CONTROL VALVE	⊕	DUCT W/ ACOUSTIC LINING	CO	CLEANOUT	FLA	FULL LOAD AMPS	MIN	MINIMUM	SF	SUPPLY FAN
HWS	HOT WATER SUPPLY PIPING (HWS)	⊘	3-WAY CONTROL VALVE (TOP VIEW)	⊕	DUCT W/ SQUARE-TO-ROUND TRANSITION	CONV.*	CONVECTOR TAG	FOR	FUEL OIL RETURN	NC	NOISE CRITERION	SG.*	SUPPLY GRILLE TAG
RL	REFRIGERANT LIQUID PIPING (RL)	⊘	4-WAY CONTROL VALVE (TOP VIEW)	⊕	FLEXIBLE DUCT	CUH.*	CABINET UNIT HEATER TAG	FOS	FUEL OIL SUPPLY	NOT IN CONTRACT		SP.*	STATIC PRESSURE
RG	REFRIGERANT GAS PIPING (RG)	⊘	2 BUTTERFLY VALVES W/ SINGLE ACTUATOR	⊕	MOTOR OPERATED DAMPER	CP.*	CIRCULATING PUMP TAG	FPFB	FROST PROOF HOSE BIBB	NTS	NOT TO SCALE	SR.*	SUPPLY REGISTER TAG
SAN	SANITARY PIPING BELOW FLOOR (SAN)	⊘	BUTTERFLY VALVE W/ ACTUATOR	⊕	AIRFLOW OUT	CT.*	COOLING TOWER TAG	FFM	FEET PER MINUTE	OA	OUTSIDE AIR	SQFT	SQUARE FEET
SAN	SANITARY PIPING ABOVE FLOOR (SAN)	⊘	TRIPLE-DUTY VALVE	⊕	AIRFLOW IN	Cv	VALVE COEFFICIENT	FS.*	FLOOR SINK TAG	OPD	OPPOSED BLADE DAMPER	TEMP.	TEMPERATURE DIFFERENTIAL
SAN	SANITARY VENT PIPING	⊘	UNION	⊕	DIAMETER OR FLAT OVAL	CW	COLD WATER	FT	FEET	OED	OPEN ENDED DUCT	TEMP.	TEMPERATURE
RUL	RAINWATER LEADER ABOVE SLAB (RUL)	⊘	PIPE FLANGE	⊕	FIRE DAMPER	CHWS/R	CHILLED WATER SUPPLY AND RETURN	FTR.*	FINTUBE RADIATION TAG	OED	OPEN ENDED DUCT	TCP	TEMPERATURE CONTROL PANEL
CW	COLD WATER PIPING (CW)	⊘	PUMP WITH FLANGES	⊕	ROUND OR FLAT OVAL DUCT DOWN	DB	DRY BULB	GAGE	GAGE	OFRUL	OVERFLOW RAINWATER LEADER	TMV.*	THERMOSTATIC MIXING VALVE TAG
HW	HOT WATER PIPING (HW)	⊘	BASE MOUNTED PUMP	⊕	ROUND OR FLAT OVAL DUCT UP	DB RE	DECIBELS RELATIVE TO DOUBLE CHECK	GAL	GALLONS	OFWH.*	OIL FIRED WATER HEATER TAG	TSP	TOTAL STATIC PRESSURE
RHW	RECIRCULATED HOT WATER PIPING (RHW)	⊘	CARTRIDGE TYPE INLINE PUMP	⊕	SUPPLY DIFFUSER	DC	DOUBLE CHECK	GRM.*	GALLONS PER HOUR	OFRD	OVERFLOW ROOF DRAIN	TYP	TYPICAL
PC	PIPE CAP	⊕	VERTICAL INLINE PUMP	⊕	RETURN GRILLE	DCA	DOUBLE CHECK ATMOSPHERIC	GPM	GALLONS PER MINUTE	OPD	OVERCURRENT PROTECTIVE DEVICE	UH.*	UNIT HEATER TAG
DF	DIRECTION OF FLUID FLOW	⊕	PETCOCK	⊕	STEAM TRAP	DEG F	DEGREES FAHRENHEIT	GPH	GALLONS PER HOUR	PLF	PLUMBING FIXTURE TAG	UNO.	UNLESS NOTED OTHERWISE
EU	ELBOW UP	⊕	FLOW METER	⊕	WATER HAMMER ARRESTOR	DIA	DIAMETER	GUH.*	GAS UNIT HEATER TAG	PNENETN	PENETRATION	VAR.*	VARIABLE AIR VOLUME BOX TAG
ED	ELBOW DOWN	⊕	PRESSURE GAGE WITH GAGE COCK	⊕		DIW	DOWN IN WALL	HC.*	HEATING COIL TAG	PSIA	POUNDS PER SQUARE INCH ABSOLUTE	VAB	VACUUM BREAKER
TT	PIPE TEE UP	⊕	THERMOMETER IN WELL	⊕		DN	DOWN	HRV.*	HEAT RECOVERY VENTILATOR TAG	PSIG	POUNDS PER SQUARE INCH GAGE	VFD	VARIABLE FREQUENCY INVERTER DRIVE
TD	PIPE TEE DOWN	⊕	WATER FLOW SWITCH	⊕		EA	EXHAUST AIR	HU	HOT WATER	PVC	POLYVINYL CHLORIDE (PIPE)	VTR	VENT THRU ROOF
RD	PIPE REDUCER	⊕	PRESSURE SWITCH OR SENSOR	⊕		EAT	ENTERING AIR TEMPERATURE	HWS/R	HOT WATER SUPPLY AND RETURN	RA	RETURN AIR	V/PH/Hz	VOLTS/PHASES/HERTZ
WG	PIPE WITH GUIDE	⊕	IMMERSION TEMPERATURE SENSOR	⊕		EDB	ENTERING DRY BULB	I-B-R	INSTITUTE OF BOILER AND RADIATOR MANUFACTURERS	RD	ROOF DRAIN	WB	WET BULB
AV	PIPE WITH ANCHOR	⊕	DUCT MOUNTED SMOKE DETECTOR	⊕		EDC.*	ELECTRIC DUCT COIL TAG	I-M-F	INDIRECT FIRED WATER HEATER TAG	RDE	RECOMMENDED DUAL ELEMENT FUSE AMPS	WCO	WALL CLEANOUT
BV	BUTTERFLY VALVE	⊕	ROOM TEMPERATURE SENSOR	⊕		EEF	ENERGY EFFICIENCY RATIO	IV.*	INTAKE VENT TAG	RFM.*	RADIANT FLOOR MANIFOLD TAG	UG	WATER GAGE
OS	OS Y GATE VALVE	⊕	THERMOSTAT OR SENSOR ON WALL	⊕		EF	EFFICIENCY	IWJ	INDIRECT WASTE (AIR GAP)	RG.*	RETURN GRILLE TAG	UFD	WATER PRESSURE DROP
BFP	BACKFLOW PREVENTION (BFP)	⊕		⊕		EG.*	EXHAUST GRILLE TAG	L.*	LOUVER TAG	R4W	RECIRCULATED HOT WATER	USA	WIRE SIZING AMPS
CV	CHECK VALVE	⊕		⊕		ER.*	EXHAUST REGISTER TAG	LAT	LEAVING AIR TEMPERATURE	RLA	RUNNING LOAD AMPS	UTD	WATER TEMPERATURE DROP
AV	BALANCING VALVE (ADJUSTABLE)	⊕		⊕		E5P	EXTERNAL STATIC PRESSURE			RPM	REVOLUTIONS PER MINUTE	W	WITH
ACV	AUTOMATIC FLOW CONTROL VALVE	⊕		⊕		ET.*	EXPANSION TANK TAG			RPS	REVOLUTIONS PER SECOND	ZD.*	ZONE DAMPER TAG
RV	RELIEF VALVE (RV)	⊕		⊕									

PROGRESS PRINT
NOT FOR CONSTRUCTION



7 BENNETT RD
PO BOX 297
FREEPORT, ME



MEMIC
261 COMMERCIAL STREET
FLOOR 2 & FLOOR 6
PORTLAND, ME 04101

REVISION NO.	DATE

**MECHANICAL LEGEND,
SCHEDULES & DETAILS**

SCALE: AS NOTED
DATE: 01.07.2015
DRAWN: SMR CHK: SPD

DRAWING NO.
M-3

FOR PERMITTING