

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND BUILDING PERMIT



This is to certify that

WATERFRONT MAINE /n/a

Located at

254 COMMERCIAL ST

PERMIT ID: 2012-65650

CBL: 041 A017001

has permission to **New Conference Room and Open Office Area for Downeast Magazine** 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 the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be procured prior to occupancy.

Fire Prevention Officer


Code Enforcement Officer / Plan Reviewer

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
THERE IS A PENALTY FOR REMOVING THIS CARD**

PERMIT ID: 2012-65650

Located at: 254 COMMERCIAL ST

CBL: 041 A017001

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 2012-65650	Issue Date:	CBL: 041 A017001
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Location of Construction: 254 COMMERCIAL ST <i>merrill's Wharf</i>	Owner Name: WATERFRONT MAINE	Owner Address: 14 MAINE ST BRUNSWICK, ME 04011	Phone: (207) 522-4133
Business Name: Downeast Magazine	Contractor Name: n/a	Contractor Address: n/a Portland ME	Phone:
Leasee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	Zone: WCZ
Past Use: Commercial: 45% non marine/ 55 % marine use on first floor	Proposed Use: Tennant fit-up for Downeast Magazine a Non Marine Business Use on 1st floor	Permit Fee: \$445.00	Cost of Work: \$35,000.00
Proposed Project Description: New Conference Room and Open Office Area for Downeast Magazine on 1st floor		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A 2/21/13	INSPECTION: Use Group: B Type: BB MUBEC 2009 Signature: JMB 1/25/13
		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: gg	Date Applied For: 12/18/2012	Zoning Approval
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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>Special Zone or Reviews</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</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: <i>off with conditions</i> 12/21/12</p>	<p>Zoning Appeal</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>Historic Preservation</p> <p><input checked="" type="checkbox"/> Not in District or Landmark</p> <p><input 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:</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

Entered electronic file

General Building Permit Application



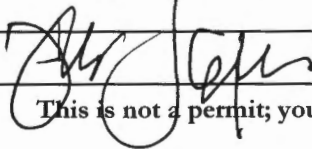
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: 254 Commercial Street, Merrill's Wharf, Portland		
Total Square Footage of Proposed Structure/Area 1,040 S.F. Tenant Fitup - First Floor	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# 41 Block# A Lot# 18	Applicant * must be owner, Lessee or Buyer* Name Waterfront Maine, LP Address 14 Maine Street City, State & Zip Brunswick, ME 04011	Telephone: Dan Jaques 522-4133
Lessee/DBA (If Applicable) Downeast Magazine	Owner (if different from Applicant) Name Same as Applicant Address City, State & Zip	Cost Of Work: \$ 35,000 C of O Fee: \$ 75 Total Fee: \$ 445
Current legal use (i.e. single family) <u>Business Use (45% non-marine / 55% marine uses on first floor)</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>Non marine business use. See attached updated first floor tenant master plan</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>Fit up of existing shelled tenant space. Construction consists of partitioning to create a new conference room and open office area.</u>		
RECEIVED DEC 18 2012		
Contractor's name: <u>Not Yet Determined</u>		
Address: _____		Dept. of Building Inspections City of Portland Maine
City, State & Zip: _____		Telephone: _____
Who should we contact when the permit is ready: <u>Dan Jaques</u>		Telephone: <u>522-4133</u>
Mailing address: <u>14 Maine St. Brunswick, ME 04011</u>		

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 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:  Date: **12/11/12**

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



Certificate of Design Application

From Designer:

Stephen Weatherhead, Winton Scott Architects

Date:

12/6/12

Job Name:

Merrill's Wharf First Floor Tenant Fitup- Downeast Magazine

Address of Construction:

254 Commercial Street, Merrill's Wharf, Portland

2003 International Building Code

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

Building Code & Year 2009 IBC & NFPA 101 Use Group Classification (s) Business Use

Type of Construction Type IIIB

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC Yes

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

_____ 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 _____

_____ **NOT APPLICABLE-**
_____ **NO STRUCTURAL**
_____ **WORK PROPOSED**

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, I_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)

Earth design data (1603.1.5, 1614-1623)

_____ Design option utilized (1614.1)

_____ Seismic use group ("Category")

_____ Spectral response coefficients, S_D s & S_{D1} (1615.1)

_____ Site class (1615.1.5)

_____ 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 , and
deflection amplification factor, C_d (1617.6.2)
_____ Analysis procedure (1616.6, 1617.5)
_____ Design base shear (1617.4, 1617.5.1)

Flood loads (1803.1.6, 1612)

_____ Flood Hazard area (1612.3)

_____ Elevation of structure

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)



Commercial Interior & Change of Use Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

One (1) complete set of construction drawings must include:

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IECC 2003
- Proof of ownership is required if it is inconsistent with the assessors records.
- Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

Separate permits are required for internal and external plumbing, HVAC & electrical installations.

For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage.
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

Fire Department requirements.

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant **and** the project architect.
- Proposed use of structure (NFPA and IBC classification)
- Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- Separate plans shall be submitted for
 - a) Suppression system
 - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include:
 - a) Fire resistance ratings of all means of egress
 - b) Travel distance from most remote point to exit discharge
 - c) Location of any required fire extinguishers
 - d) Location of emergency lighting
 - e) Location of exit signs
 - f) NFPA 101 code summary
- Elevators shall be sized to fit an 80" x 24" stretcher.

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.

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.

Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost

This is not a Permit; you may not commence any work until the Permit is issued.



Accessibility Building Code Certificate

Designer: Stephen Weatherhead, Winton Scott Architects

Address of Project: 254 Commercial Street, Merrill's Wharf

Nature of Project: fit up of existing first floor shelled tenant space

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: 

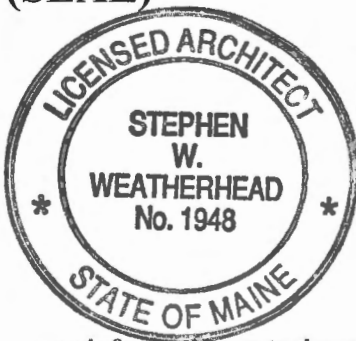
Title: Project Architect

Firm: Winton Scot Architects

Address: 5 Milk Street
Portland, ME 04101

Phone: 207-774-4811

(SEAL)



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: 12/11/12

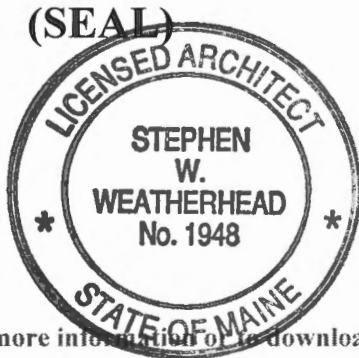
From: Stephen Weatherhead, Winton Scott Architects

These plans and / or specifications covering construction work on:

Merrill's Wharf, First floor tenant fitup for Downeast Magazine +/- 1,040 S.F.

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: Project Architect
Firm: Winton Scott Architects
Address: 5 Milk Street
Portland, ME 04101
Phone: 207-774-4811



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

December 12, 2012

Ms. Jeanie Bourke
Code Enforcement Officer, Plan Reviewer
City of Portland
Planning & Urban Development Dept./Inspections Division
389 Congress Street, Rm. 315
Portland, ME 04101



RE: Building Permit Application – Merrill’s Wharf, 254 Commercial Street – Tenant Fit Up

Dear Jeanie,

Attached please find a completed Building Permit Application, Construction Drawings and supporting documents for a small first floor tenant fit up at Merrill’s Wharf.

As you may know, the first floor of the building is subject to the zoning provision requiring a minimum of 55% marine related tenants and no more than 45% non-marine related tenants. When the owner began actively marketing the first floor for tenants, I submitted a “master plan” for review by Marge Schmuckal that showed the planned allocation of uses. While most of the space remains vacant, the space we are fitting up as part of this permit application was originally allocated to a marine use in the master plan provided to Marge but the tenant occupying the space, Downeast Magazine, is not a marine use.

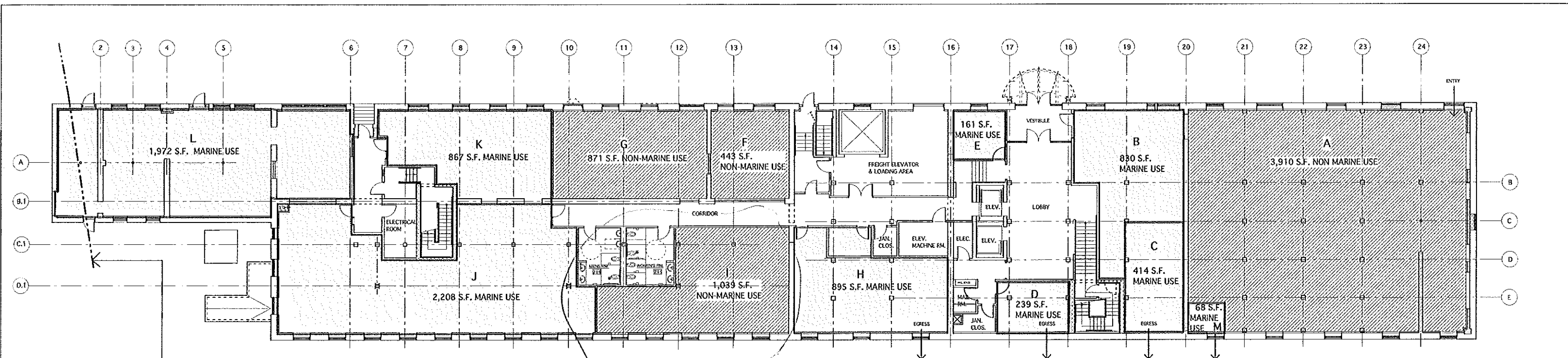
I spoke with Marge and she indicated that I should submit a revised master plan as part of this application showing the tenant space we are fitting up as non-marine use and the remaining tenant space re-allocated between marine and non marine uses as necessary to maintain the required 45%/55%ratio. The revised plan is enclosed and includes a clouded revision note indicating the date of the revised plan and what was changed.

The rest of the application should be very straightforward but please don’t hesitate to contact me if you have any questions or need additional information to complete your review.

Sincerely,

A handwritten signature in black ink that reads "Steve Weatherhead". The signature is written in a cursive, flowing style.

Steve Weatherhead, Senior Associate
Winton Scott Architects



Line of Non-Marine Use Overlay Zone (NMOUZ):
 Plotted 150' off of Southerly Commercial Street Right of Way as depicted on Survey Titled "Existing Conditions Survey at 260 Commercial Street, Portland, Maine" Prepared for Carroll Associates and dated 5/10/10

location of Downeast Mag. #2012-65650

FIRST FLOOR TENANT MASTER PLAN

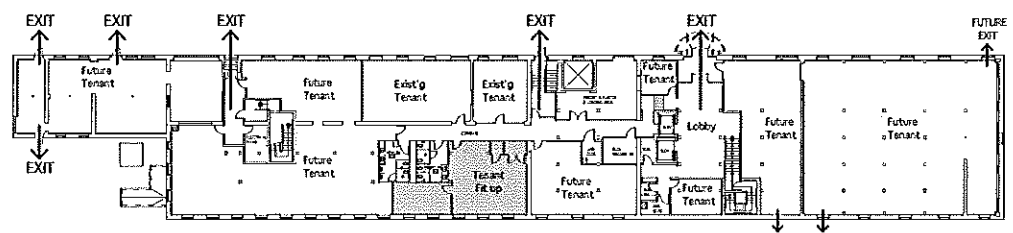
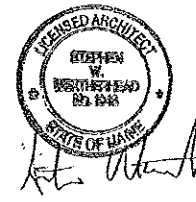
1/8" = 1'-0"

SUPPORT USES:	NON-MARINE USES:	MARINE USES:
TOTAL INTERIOR AREA 18,753 S.F.	Tenant Space 'A' 3,910 S.F.	Tenant Space 'B' 830 S.F.
Lobby - 731 S.F.	Tenant Space 'F' 443 S.F.	Tenant Space 'C' 414 S.F.
Corridors/Exits/Stairs - 2,053 S.F.	Tenant Space 'G' 871 S.F.	Tenant Space 'D' 239 S.F.
Toilet Rooms - 140 S.F.	Tenant Space 'I' 1,039 S.F.	Tenant Space 'E' 161 S.F.
Elevators - 176 S.F.		Tenant Space 'H' 895 S.F.
Freight Elev./Loading - 649 S.F.		Tenant Space 'J' 2,208 S.F.
Utility - 587 S.F.		Tenant Space 'K' 867 S.F.
Demising Walls - 500 S.F.		Tenant Space 'L' 1,972 S.F.
		Tenant Space 'M' 68 S.F.
TOTAL LEASABLE SPACE: = 13,917 S.F.	TOTAL: = 6,263 S.F. 45% of Available Lease Space	TOTAL: = 7,654 S.F. 55% of Available Lease Space

REVISED 12.5.12
 Added Janitor's closet to common area;
 Changed Suites B & E to Marine Use;
 Changed Suite I to Non-Marine Use;
 Added new Suite M - Marine Use

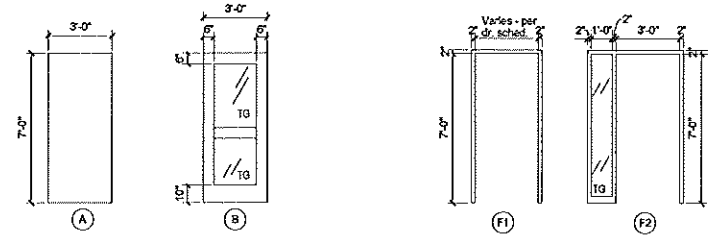
	Blais Civil Engineers, PA 780 Broadway South Portland, ME 04106 T. 207.767.7300 blais@blaisce.com	Bartlett Design 942 Washington Street Bath, ME 04530 T. 207.443.5447 F. 207.443.5560 bartdes@blazenetme.net	Mechanical Systems Engineers Royal River Center, Unit #10 10 Forest Falls Drive, Yarmouth, ME 04096 T. 207.846.1441 F. 207.846.1443	Carroll Associates Landscape Architects 217 Commercial Street, Suite 200 Portland, ME 04101 T. 207.772.1552 F. 207.8712	Becker Structural Engineers, Inc. 75 York Street, Portland, ME 04101 T. 207.879.1838 F. 207.879.1822 www.beckerstructural.com	Winton Scott Architects, PA 5 Milk Street, Portland, ME 04101 207.774.4511 www.wintonscott.com	Renovations To: CUMBERLAND COLD STORAGE BUILDING Merrill's Wharf, Portland, Maine	FIRST FLOOR PLAN <h1>A1.1</h1> <small>10.17.2011</small>																																
	<table border="1"> <thead> <tr> <th>REV #</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	REV #	DATE	DESCRIPTION																																				
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12/18/12



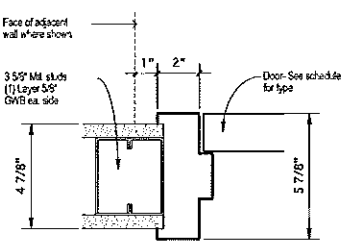
FIRST FLOOR KEY PLAN (Shaded Area = New work to be constructed as part of this project)
Not To Scale

DOOR & FRAME SCHEDULE														
General			Door			Frame			Details					
Door No.	Size (W x H)	Thickness	Material	Finish	Type	Material	Finish	Type	Head	Jamb	Threshold	Hardware	Label	Remarks
SECOND FLOOR														
104	3'-0" X 7'-0"	1 3/4"	Exist	Exist	B	Exist	Exist	F2	Exist	Exist	-	Exist	Exist	Exist
104.1	3'-0" X 7'-0"	1 3/4"	SCWD	CR F.	B	HM	Pld	F2	H1	J1	-	Lockset	-	ADA Hdr
104.2	RR 3'-0" X 7'-0"	1 3/4"	SCWD	CR F.	A	HM	Pld	F1	H1	J1	-	Passage	-	ADA Hdr

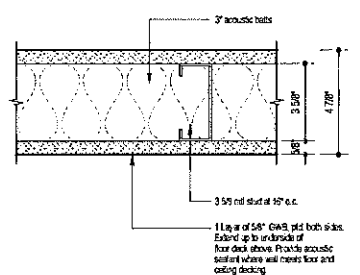


DOOR TYPES (Clear finish Maple)
1/4" = 1'-0"

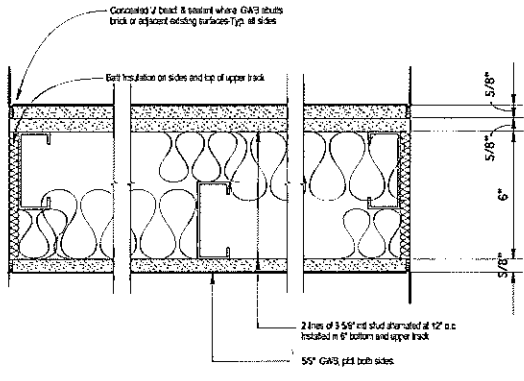
FRAME TYPES
1/4" = 1'-0"



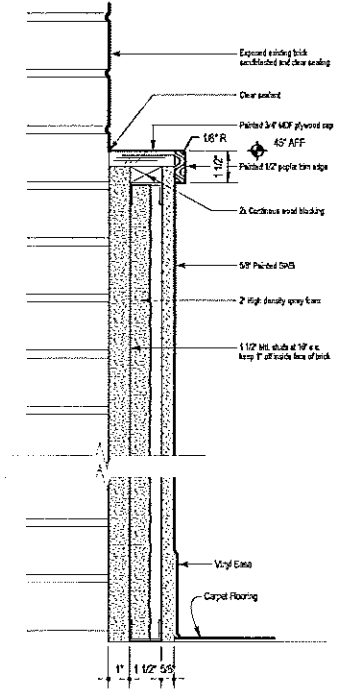
FRAME DETAILS
3/8" = 1'-0"



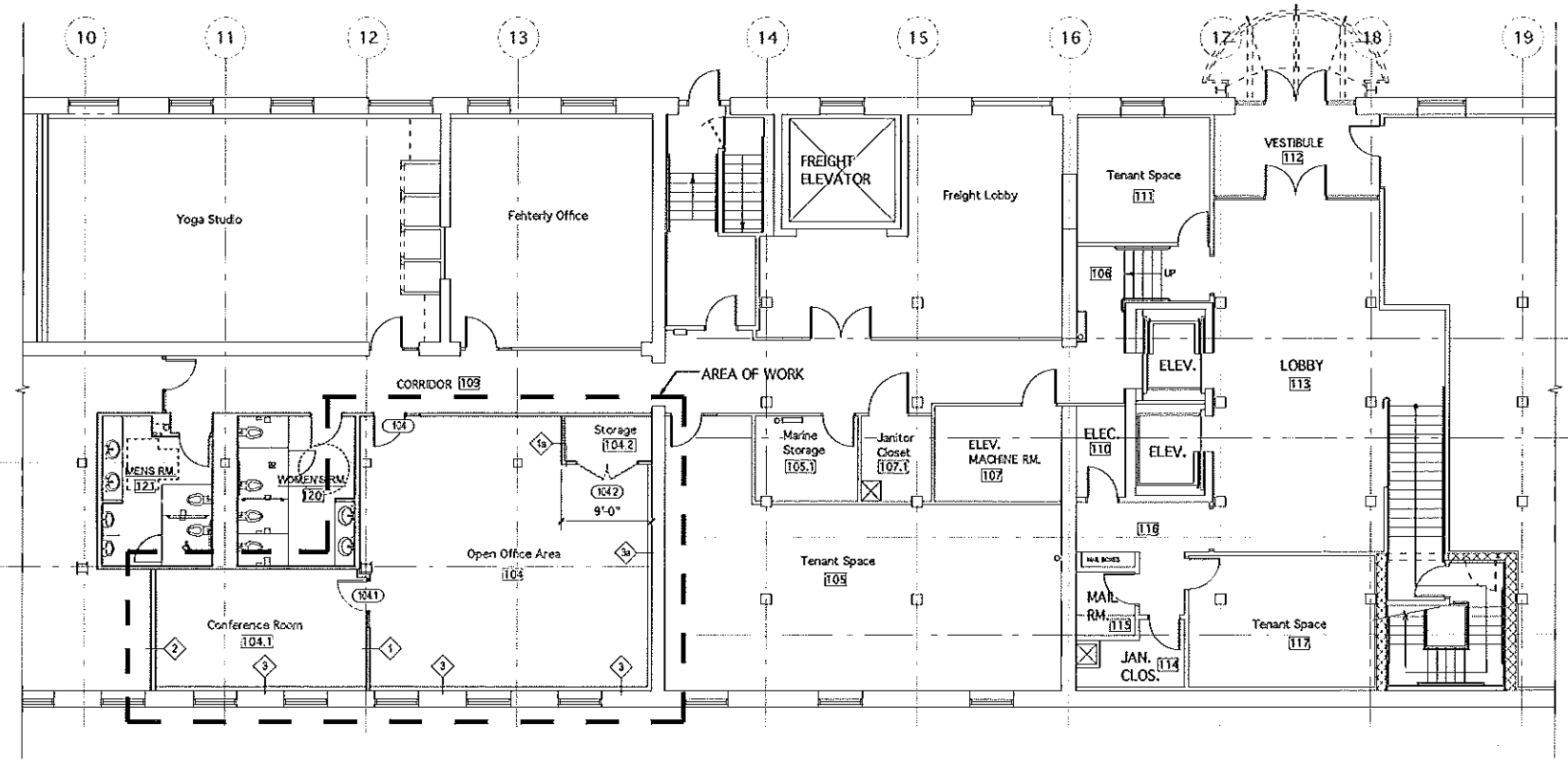
- 1 3/8" Metal Stud Partition
As shown
- 1b 3/8" Metal Stud Partition
Same as 1 except omit batt insulation



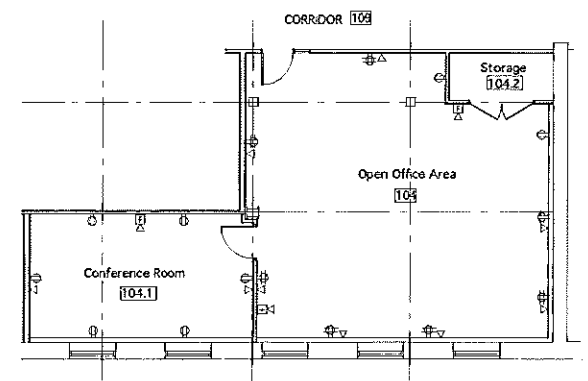
- 2 6" Acoustical Partition
As shown



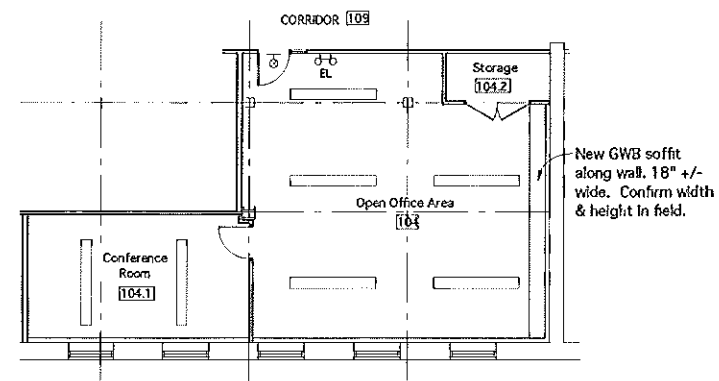
- 3 Exterior Wall Finish at First Floor
4'-3" high - coordinate with Owner
- 3a Same as Type 3 except batt insulation in lieu of foam
4'-3" high - coordinate with Owner



FIRST FLOOR LAYOUT PLAN
1/8" = 1'-0"



FIRST FLOOR POWER PLAN
1/8" = 1'-0"



FIRST FLOOR LIGHTING PLAN OPTION B
1/8" = 1'-0"

New GWB soffit along wall. 18" +/- wide. Confirm width & height in field.

MERRILL'S WHARF
First Floor Fit Up Project
254 Commercial Street, Portland, Maine

Winton Scott Architects
5 MK St Portland, ME 04101
207.774.6690 | wintonscott.com

Mechanical Systems Engineers
Royal River Center #10
10 Forest Falls Dr., Yarmouth, ME 04095
207.846.1441 |

Bartlett Design
942 Washington St., Bath, ME 04530
207.443.5447 | bartlettdesigninc@comcast.net

SCALE: AS NOTED

FIRST FLOOR PLAN

A1.1

December 11, 2012