



**Building Envelope Specialists**  
SPECIALIZED BUILDING CONSULTANTS

Ms. Tammy Munson, Director  
Inspections Division

City of Portland Maine  
389 Congress St.  
Portland Maine 04101-3509

Re: Building Permit – Episcopal Diocese of Maine Loring House

Dear Ms. Munson,

The Episcopal Diocese of Maine has contacted with Building Envelope Specialists of South Portland Maine, to provide investigation, evaluation and repair document services for the restoration of the exterior envelope of their administrative headquarters at 143 State Street. We have also been contracted to provide construction management services for this project as well. As part of the building exterior restoration, these construction documents do not alter and layout, usable space, add space or alter any structural components of the building.

The Loring house is a three story brick mansion adjacent to the Cathedral of St. Luke's along State St. Originally built as the residence of the Bishop and his family it has since become the administrative offices for the Episcopal Diocese of Maine. The building remains largely unchanged since its use as a palatial residence and currently suffers from exterior deterioration. The masonry in need of repair as is the slate roof and aged EPDM flat roof membrane.

**Exterior Restoration Project Scope:**

- All window sashes will be removed and restored off site.
- All window frames will be repaired and repainted in situ.
- Brick masonry will be cleaned and repointed as specified in the drawings.
- Brick masonry deterioration at the exterior wythe will be rebuilt as specified in the drawings.
- Chimneys will be repaired as specified in the drawings.
- Exterior wood trim will be repaired, replaced and painted.
- Deteriorated copper trim will be repaired or replaced.
- Flashing material other than copper will be removed and replaced with 20 oz. copper.
- All low roof surfaces are to be repaired or replaced as specified in the drawings.
- The existing EPDM roof membrane will be replaced with new 60 mil membrane and appropriate copper flashing and tie in.
- Copper and glass Skylite will have minimal repairs.
- Existing wood roof hatch will be replaced with an appropriate Bilco roof hatch.
- Overall repaint of existing painted surfaces.
- Gutters and leaders will be repaired and painted.

Please reference drawings for specific information on repair areas and scope of work.