

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT

PERMIT

Permit Number: 091038

This is to certify that Northland Enterprises, LLC/Benchmark
has permission to Change of use from Maine College of Art to Offices floors of two and three
AT 619 Congress St CE 046 D029001 DEC - 1 2009

PERMIT ISSUED

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 buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lathed or otherwise used-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. CAPT. R. [Signature]
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature] 12/2/09
Director Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 09-1038	Issue Date:	CBL: 046 D029001
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Location of Construction: 619 Congress St	Owner Name: Northland Enterprises, LLC	Owner Address: One City Center, 4th floor	Phone: 207-780-0223
Business Name:	Contractor Name: Benchmark	Contractor Address: 34 Thomas Dr. Westbrook	Phone: 2075917600
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Commercial	Zone: B-3

Past Use: Commercial / Maine College of Art	Proposed Use: Commercial / Change of use from Maine College of Art to Offices on floors one, two and three.	Permit Fee: \$23,095.00	Cost of Work: \$2,300,000.00	CEO District: 2
Proposed Project Description: Change of use from Maine College of Art to Offices on floors one, two and three.		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>* See Conditions</i>	INSPECTION: Use Group: B Type: 5B IBC-2003	
		Signature: <i>KE</i>	Signature: <i>JMB 12/2/09</i>	
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: 09/21/2009	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 <i>NA</i></p> <p><input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Flood Zone <i>Panel 13 Zone C</i></p> <p><input type="checkbox"/> Subdivision</p> <p><input checked="" type="checkbox"/> Site Plan <i>#2008-0173</i></p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: <i>11/24/09</i></p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input checked="" type="checkbox"/> Conditional Use <i>by Planning Authority</i></p> <p><input type="checkbox"/> Interpretation</p> <p><input checked="" type="checkbox"/> Approved <i>11/10/09</i></p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>11/23/09</i></p>	<p>Historic Preservation</p> <p><input 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 checked="" type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>9/29/09</i></p>
	<p><i>by E.G. 11/23/09 record</i></p>		

PERMIT ISSUED

DEC - 1 2009

City of Portland

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

BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

A Pre-construction Meeting will take place upon receipt of your building permit.

- X **Re-Bar Schedule Inspection: Prior to pouring concrete**
- X **Framing/Rough Plumbing/Electrical: Prior to Any Insulating or drywalling**
- X **Final/Certificate of Occupancy: Prior to any occupancy of the structure or use.**
NOTE: There is a \$75.00 fee per inspection at this point.
- X **The final report of Special Inspections and the conditional waiver to LEED certification documents shall be submitted prior to the final inspection or the issuance of the Certificate of Occupancy.**
- X

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.

Barack M
Signature of Applicant/Designee

12/02/09
Date

Samuel
Signature of Inspections Official

12/1/09
Date **PERMIT ISSUED**

DEC - 1 2009



General Building Permit Application

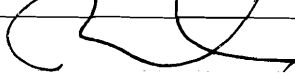
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: 621 Congress Street		
Total Square Footage of Proposed Structure 9,958	Square Footage of Lot .33 acres/14,478.6 sq. ft.	
Tax Assessor's Chart, Block & Lot Chart# 46 Block# D Lot#29	Owner: Northland Enterprises, LLC One City Center, 4th Floor Portland, ME 04101	Telephone: (207) 780-0223
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: David Lloyd Archetype, PA 48 Union Wharf Portland, ME 04101 (207) 772-6022	Cost Of Work: \$ 2,300,000 Fee: \$ 23,020 C of O Fee: \$ 75.00
Current Specific use: <u>Maine College of Art - Educational</u>	Proposed Specific use: <u>VIA (Marketing Firm) Business</u> <i>Change of Use (College of Art to Office)</i>	
Project description: Renovation of existing historic Baxter Library building into office space <i>Received PD Fabrizio</i> <i>3 floors of office 1, 2 & 3</i> <i>New Elevator</i>		
Contractor's name, address & telephone: Benchmark Construction 34 Thomas Drive Westbrook, ME 04092 207.591.7600		
Who should we contact when the permit is ready: <u>Sue Bent Benchmark Construction</u>		
Mailing address: Benchmark Construction 34 Thomas Drive Westbrook, ME 04092 Phone: <u>207.591.7600</u> <i>xxxxxx</i>		
		SEP 21 2009

Please submit all of the information outlined in the Commercial Application 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 visit us on-line at www.portlandmaine.gov, stop by the Building Inspections 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 of applicant: 	Date: 9/16/09
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This is not a permit; you may not commence ANY work until the permit is issued.

Location of Construction: 619 Congress St	Owner Name: Northland Enterprises, LLC	Owner Address: One City Center, 4th floor	Phone: 207-780-0223
Business Name:	Contractor Name: Benchmark	Contractor Address: 34 Thomas Dr. Westbrook	Phone: (207) 591-7600
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Commercial	

Dept: Planning	Status: Open	Reviewer:	Approval Date:
Note:			Ok to Issue: <input type="checkbox"/>

<p>Comments:</p> <p>9/21/2009-gg: received pdf file with permit. /gg</p> <p>9/22/2009-mes: I e-mailed Eric - Is the site plan & guaranteed fees paid yet? Waiting for response before I pass on. I am also seeing that the basement or what they call a first floor is now offices. This property is located in a PAD and requires PAD uses</p> <p>9/29/2009-mes: Eric finally e-mailed the approval letter to me. The unapproved PAD uses were not approved by the PB. The office uses still require a conditional use appeal to the Planning Authority. I will pass on the permit for further historic, fire & building codes reviews.</p> <p>9/30/2009-gg: received permit from historic as of 09/29/09, gave back to Marge for HOLD. /gg</p> <p>10/7/2009-gautreauk: Spoke to Dave Lloyd @ Archetype waiting for Life Safety Plan and set a meeting with Jeanie and Fire. KG</p> <p>11/9/2009-jmb: Spoke with Kevin G. W/Archetype for code clarifications, the remaining issues are to provide tempered glazing at new stairwells and new doors, bathroom fixture count is low, there were actually 4F and 5M existing, and condition on the new/reconfigured fire escape shop drawings by the contractor. Kevin will submit and talk with SSA for the bathrooms. Archetype is managing the plans and code details.</p> <p>11/10/2009-jmb: Will G. Called from SSA to discuss the bathroom fixture count. The tenant VIA has an actual emp count of 65-70. Comparing that to the OL per IBC of 300 for this building, the compromise was to provide the calcs based on the 110 count being M-3+1urinal and F-4. He will submit SK drawings</p> <p>11/12/2009-jmb: Received email from Kevin G. For the tempered glazing SK's. Ok to issue with the fire escape conditions when zoning and site plan sign off.</p> <p>11/11/2009-jmb: Received email from Will G. For the bathroom fixture increase SK's</p> <p>11/24/2009-mes: received an approval letter from Eric Giles concerning the conditional use of the first floor PAD requirement. I can sign off on the permit now.</p> <p>12/1/2009-jmb: Received email from Phil D. And spoke with Eric G. To confirm the permit will be issued with conditions prohibiting construction until the PG and pre-construction meetings are approved and the requirements for compliance with the conditional waiver letter for LEED certification prior to issuance of the CO.</p>

City of Portland, Maine - Building or Use Permit

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

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Proposed Use: Commercial / Change of use from Maine College of Art to Offices on floors one, two and three.	Proposed Project Description: Change of use from Maine College of Art to Offices on floors one, two and three.
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Dept: Historic **Status:** Approved with Conditions **Reviewer:** Deborah Andrews **Approval Date:** 09/29/2009

Note: **Ok to Issue:**

- 1) Approved as per HP Board's 7/08/09 decision. Any deviations from HP Board approved plans must be submitted for review and approval.

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 11/24/2009

Note: **Ok to Issue:**

- 1) Any new HVAC system SHALL meet the maximum noise allowances for the B-3 Zone. The City takes noise violations seriously and will follow up with enforcement if it is determined that the maximum noise levels are being violated.
- 2) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.
- 3) Separate permits shall be required for any new signage.
- 4) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Jeanine Bourke **Approval Date:** 12/02/2009

Note: 11/6/09 started review **Ok to Issue:**

- 1) All penetrations through rated assemblies must be protected by an approved firestop system installed in accordance with ASTM 814 or UL 1479, per IBC 2003 Section 712.
- 2) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm or HVAC or exhaust systems. Separate plans may need to be submitted for approval as a part of this process.
- 3) The new/replacement fire escape plan shall be submitted for review prior to work on this phase.
- 4) This permit is approved with the condition that the applicant must post a Performance Guarantee and attend a pre-construction meeting with Phil Dipierro (874-8632) prior to the commencement of construction activities. All other conditions of approval herein shall be met.
- 5) Prior to issuance of the CO, documentation shall be submitted to this department demonstrating compliance with the list of conditions (a-q) outlined in the letter of conditional waiver to LEED certification sent on 9/16/09.
- 6) Application approval based upon information provided by applicant including updated SK's for bathroom fixtures and tempered windows. Any deviation from approved plans requires separate review and approval prior to work.

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Capt Keith Gautreau **Approval Date:** 10/13/2009

Note: **Ok to Issue:**

- 1) Sprinkler protection shall be maintained.
Where the system is to be shut down for maintenance or repair, the system shall be checked at the end of each day to insure the system has been placed back in service.
- 2) The fire alarm system shall comply with NFPA 72 and Fire Department Technical Standard. A compliance letter is required.

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- 3) System acceptance and commissioning must be co-ordinated with alarm and suppression system contractors and the Fire Department. Call 874-8703 to schedule.
- 4) The Fire Department will require Knox locking caps on all Fire Department Connections on the exterior of the building.
- 5) Fire department sprinkler connection type and location shall be approved in writing by fire prevention bureau.
- 6) The sprinkler system shall be installed in accordance with NFPA 13.
- 7) All construction shall comply with NFPA 101
- 8) Installation of a Fire Alarm system requires a Knox Box to be installed per city ordinance
- 9) The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.
- 10 A single source supplier should be used for all through penetrations.
- 11 Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit.
- 12 New elevators are required to fit an 80" x 24" stretcher.
- 13 All fire alarm records required by NFPA 72 should be stored in an approved cabinet located at the FACP and keyed alike, labeled "FIRE ALARM RECORDS".
- 14 Emergency lights are required to be tested at the electrical panel on the same circuit as the lighting for the area they serve.
- 15 Fire Alarm system shall be maintained.
If system is to be off line over 4 hours a fire watch shall be in place.
Dispatch notification required 874-8576.
- 16 A separate Sprinkler System Permit is required.
- 17 Fire extinguishers required. Installation per NFPA 10

Dept: Public Services	Status: Open	Reviewer:	Approval Date:	Note:	Ok to Issue: <input type="checkbox"/>
Dept: Zoning	Status:	Reviewer: Marge Schmuckal	Approval Date:	Note:	Ok to Issue: <input type="checkbox"/>
Dept: Parks	Status: Open	Reviewer:	Approval Date:	Note:	Ok to Issue: <input type="checkbox"/>
Dept: Fire	Status:	Reviewer: Greg Cass	Approval Date:	Note:	Ok to Issue: <input type="checkbox"/>
Dept: DRC	Status: Approved with Conditions	Reviewer: Philip DiPierro	Approval Date: 11/30/2009	Note:	Ok to Issue: <input checked="" type="checkbox"/>

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Jeanie Bourke - Building Permit for the Baxter Library Project at 621 Congress Street

From: Philip DiPierro
To: Code Enforcement & Inspections
Date: 11/30/2009 2:10 PM
Subject: Building Permit for the Baxter Library Project at 621 Congress Street
CC: Giles, Eric

Hi all, I have signed off on this project meeting minimum site plan requirements for the issuance of the building permit with the condition that no construction of any type is to begin until after the PG has been accepted and the preconstruction meeting has been held. Please see UI for sign off.

This is the same process we used on Florence House so that the developer could close on the project to secure financing.

Eric, you may want to check UI and sign off, assuming all of your submission requirements have been met.

Thanks.

phil



Strong, Smart & Sustainable City Building a Community for the Future

Planning & Urban Development Department
Penny St. Louis Littell, Director

September 16, 2009

Mr. Kevin Gough
48 Union Wharf
Portland, Maine 04101

RE: Baxter Library Green Building Code Waiver Request

Dear Mr. Gough:

Thank you for your letter, dated September 14, 2009, requesting a waiver of LEED certification for property being renovated at 621 Congress Street, Portland, Maine. The historic building being renovated, the Baxter Library Building, is indeed an important structure within the City fabric. Through your submission for a waiver, you present that you will exercise good faith in employing as many energy and environmental design elements as possible, both during and after the rehabilitation project.

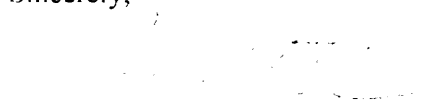
Based upon a staff review of the documentation provided and the constraints placed on rehabilitation design because of the historic nature of the structure, compliance with LEED certification would be cost prohibitive. Therefore, in accordance with Sec. 6-170 Waivers of Article VII Green Building Code of the City of Portland Code of Ordinances, a conditional waiver has been approved for this project subject to the following conditions:

1. The applicant shall submit an addendum to the construction documents with the application for a Building Permit specifying compliance with applicable green building practices including but not limited to the following LEED criteria:
 - a. SS Credit 8: Light Pollution Reduction
 - b. WE Prerequisite 1: Water Use Reduction
 - c. EA Prerequisite 1: Fundamental Commissioning of Building Energy Systems
 - d. EA Prerequisite 2: Minimum Energy Performance – Option 2, Prescriptive Compliance Path: ASHRAE Advanced Energy Design Guide Path 1, ASHRAE Advanced Energy Design Guide for Small Office Buildings 2004

- e. EA Prerequisite 3: Fundamental Refrigerant Management
 - f. MR Prerequisite 1: Storage and Collection of Recyclables
 - g. MR Credit 2: Construction Waste Management – minimum 50%
 - h. MR Credit 4: Recycled Content - 10% minimum
 - i. MR Credit 6: Rapidly Renewable Materials
 - j. IEQ Prerequisite 1: Minimum Indoor Air Quality Performance
ASHRAE Standard 62.1-2007
 - k. IEQ Credit 3.1: Construction Indoor Air Quality Management Plan –
During Construction
 - l. IEQ Credit 3.2: Construction Indoor Air Quality Management Plan
Before Occupancy
 - m. IEQ Credit 4.1: Low-Emitting Materials – Adhesives and Sealants
 - n. IEQ Credit 4.2: Low-Emitting Materials - Paints and Coatings
 - o. IEQ Credit 4.3: Low-Emitting Materials – Flooring Systems
 - p. IEQ Credit 4.4: Low-Emitting Materials – Composite Wood and Agrifiber
Products
 - q. IEQ Credit 7.1: Thermal Comfort – Design – ASHRAE 55-2004
2. Prior to a Certificate of Occupancy all documentation demonstrating compliance with the above listed conditions (a-q) shall be submitted to the Planning and Urban Development Department.

Thank you for your continued effort to renovate the Baxter Library Building at 621 Congress.

Sincerely,


Penny Little
Director, Planning and Urban Development



Certificate of Design Application

From Designer: Archetype, P.A.

Date: 9/16/09

Job Name: Baxter Building

Address of Construction: 621 Congress Street

2003 International Building Code

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

Building Code & Year IBC 2003 Use Group Classification (s) B (Business)

Type of Construction 5B

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

See S1.01 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
<u>Office</u>	<u>50 psi</u>
<u>Corridors</u>	<u>80psi</u>
<u>Stairs</u>	<u>100 psi</u>
_____	_____
_____	_____

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)
<u>NA</u>	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")
<u>NA</u>	Spectral response coefficients, S_D & S_I (1615.1)
↑	Site class (1615.1.5)

_____	Live load reduction
_____	Roof <i>live</i> 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
<u>NA</u>	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)

<u>N/A</u>	Flood Hazard area (1612.3)
<u>N/A</u>	Elevation of structure

Other loads

<u>N/A</u>	Concentrated loads (1607.4)
<u>20 psf</u>	Partition loads (1607.5)
<u>N/A</u>	Misc. loads (Table 1607.8, 1607.6.1, 1607.7, 1607.12, 1607.13, 1610, 1611, 2404)



Certificate of Design

Date: 9/16/09

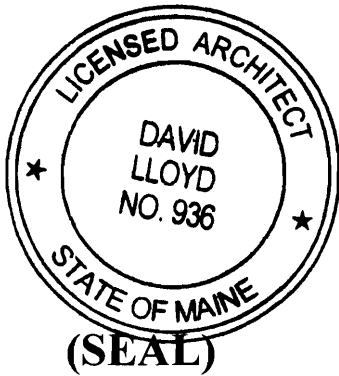
From: Archetype, P.A.

These plans and / or specifications covering construction work on:

Baxter Building

621 Congress Street, Portland

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: 
David Lloyd

Title: Architect

Firm: Archetype, P.A.

Address: 48 Union Wharf

Portland, ME

Phone: (207) 772-6022

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



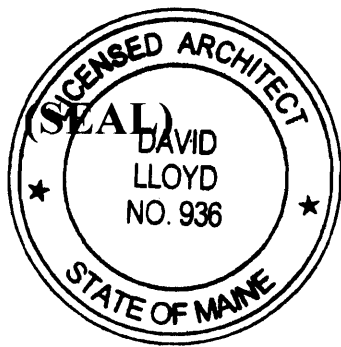
Accessibility Building Code Certificate

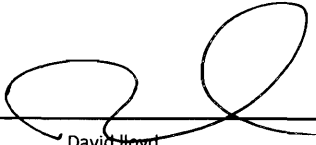
Designer: Archetype, P.A.

Address of Project: 621 Congress Street

Nature of Project: Renovation of Historic Building into Office/Business use.

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: 
David Lloyd

Title: Architect

Firm: Archetype, P.A.

Address: 48 Union Wharf
Portland, ME

Phone: (207) 772-6022

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

Statement of Special Inspections

Project: *The Baxter Librarys*
Location: *619 Congress Street, Portland, ME*
Owner: *Northland Enterprises, LLC, One City Center, 4th Floor, Portland, ME 04101*
Design Professional in Responsible Charge: *David J. Tetreault, P.E.*

This *Statement of Special Inspections* is submitted as a condition for permit issuance in accordance with the Special Inspection and Structural Testing requirements of the Building Code. It includes a schedule of Special Inspection services applicable to this project as well as the name of the Special Inspection Coordinator and the identity of other approved agencies to be retained for conducting these inspections and tests. This *Statement of Special Inspections* encompass the following disciplines:

X Structural Mechanical/Electrical/Plumbing
 Architectural Other: _____

The Special Inspection Coordinator shall keep records of all inspections and shall furnish inspection reports to the Building Official and the Registered Design Professional in Responsible Charge. Discovered discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official and the Registered Design Professional in Responsible Charge. The Special Inspection program does not relieve the Contractor of his or her responsibilities.

Interim reports shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge.

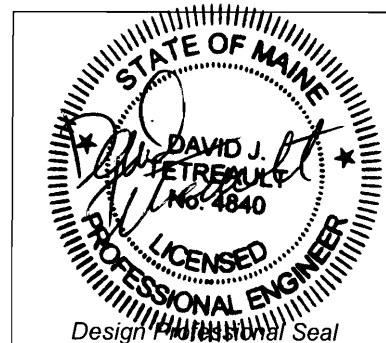
A Final Report of Special Inspections documenting completion of all required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy.

Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Interim Report Frequency: *As Required* or per attached schedule.

Prepared by:

David J. Tetreault, P.E.
 (type or print name)



 Signature Date 09/08/09

Owner's Authorization: _____
 Signature Date

Building Official's Acceptance:
Carrie Bank 11/17/09
 Signature Date

Schedule of Inspection and Testing Agencies

This Statement of Special Inspections / Quality Assurance Plan includes the following building systems:

- X Cast-in-Place Concrete
- X Masonry
- X Structural Steel
- X Wood Construction

Special Inspection Agencies	Firm	Address, Telephone
1. Special Inspection Coordinator	<i>Structural Design Consulting, Inc.</i>	<i>22 Oakmont Drive Old Orchard Beach, ME 04064-4121 207-934-8038</i>
2. Testing Agency r	<i>S.W Cole Engineering, Inc</i>	<i>286 Portland Road Gray, ME 04039 207 657-2866</i>
3 Testing Agency		
4 Testing Agency		
5. Testing Agency		
6. Other		

Note: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work.

Quality Assurance Plan

Quality Assurance for Seismic Resistance

Seismic Design Category *N/A*

Quality Assurance Plan Required (Y/N) *N*

Description of seismic force resisting system and designated seismic systems:

No change to the existing lateral bracing system will be made as part of this project

Quality Assurance for Wind Requirements

Basic Wind Speed (3 second gust) *N/A*

Wind Exposure Category *N/A*

Quality Assurance Plan Required (Y/N) *N*

No change to the existing lateral bracing system will be made as part of this project

Statement of Responsibility

Each contractor responsible for the construction or fabrication of a system or component designated above must submit a Statement of Responsibility. *N/A*

Qualifications of Inspectors and Testing Technicians

The qualifications of all personnel performing Special Inspection and testing activities are subject to the approval of the Building Official. The credentials of all Inspectors and testing technicians shall be provided if requested.

Key for Minimum Qualifications of Inspection Agents:

When the Registered Design Professional in Responsible Charge deems it appropriate that the individual performing a stipulated test or inspection have a specific certification or license as indicated below, such designation shall appear below the *Agency Number* on the Schedule.

PE/SE	Structural Engineer – a licensed SE or PE specializing in the design of building structures
PE/GE	Geotechnical Engineer – a licensed PE specializing in soil mechanics and foundations
EIT	Engineer-In-Training – a graduate engineer who has passed the Fundamentals of Engineering examination

American Concrete Institute (ACI) Certification

ACI-CFTT	Concrete Field Testing Technician – Grade 1
ACI-CCI	Concrete Construction Inspector
ACI-LTT	Laboratory Testing Technician – Grade 1&2
ACI-STT	Strength Testing Technician

American Welding Society (AWS) Certification

AWS-CWI	Certified Welding Inspector
AWS/AISC-SSI	Certified Structural Steel Inspector

American Society of Non-Destructive Testing (ASNT) Certification

ASNT	Non-Destructive Testing Technician – Level II or III.
------	---

International Code Council (ICC) Certification

ICC-SMSI	Structural Masonry Special Inspector
ICC-SWSI	Structural Steel and Welding Special Inspector
ICC-SFSI	Spray-Applied Fireproofing Special Inspector
ICC-PCSI	Prestressed Concrete Special Inspector
ICC-RCSI	Reinforced Concrete Special Inspector

National Institute for Certification in Engineering Technologies (NICET)

NICET-CT	Concrete Technician – Levels I, II, III & IV
NICET-ST	Soils Technician - Levels I, II, III & IV
NICET-GET	Geotechnical Engineering Technician - Levels I, II, III & IV

Other

Cast-in-Place Concrete

Item	Req'd Y/N	Agency # (Qualif.)	Scope
1. Mix Design	Y	2 (ACI- CFTT)	Review concrete batch tickets and verify compliance with approved mix design. Verify that water added at the site does not exceed that allowed by the mix design.
2. Material Certification	N		
3. Reinforcement Installation	Y	2 (ACI- CFTT)	Inspect size, spacing, cover, positioning and grade of reinforcing steel. Verify that reinforcing bars are free of form oil or other deleterious materials. Inspect bar laps and mechanical splices. Verify that bars are adequately tied and supported on chairs or bolsters
4. Post-Tensioning Operations	N		
5. Welding of Reinforcing	N		
6. Anchor Rods/Column Base Anchors	Y	2 (ACI- CFTT)	Inspect size, positioning and embedment of anchor rods. Inspect concrete placement and consolidation around anchors.
7. Concrete Placement	Y	2 (ACI- CFTT)	Inspect placement of concrete. Verify that concrete conveyance and depositing avoids segregation or contamination. Verify that concrete is properly consolidated.
8. Sampling and Testing of Concrete	Y	2 (ACI- CFTT or ACI-LTT)	Test concrete compressive strength (ASTM C31 & C39), slump (ASTM C143), air-content (ASTM C231 or C173) and temperature (ASTM C1064).
9. Curing and Protection	N		
10. Other:	N		

Masonry

Item	Req'd Y/N	Agency # (Qualif.)	Scope
1. Material Certification			
2. Mixing of Mortar and Grout	Y	2 (ICC- SMSI)	<i>Periodically inspect proportioning, mixing and retempering of mortar and grout.</i>
3. Installation of Masonry	Y	2 (ICC- SMSI)	<i>Periodically inspect size, layout, bonding and placement of masonry units.</i>
4. Mortar Joints	Y	2 (ICC- SMSI)	<i>Periodically inspect construction of mortar joints including tooling and filling of head joints.</i>
5. Reinforcement Installation	Y	2 (ICC- SMSI)	<i>Inspect placement, positioning and lapping of reinforcing steel.</i>
6. Prestressed Masonry	N		<i>Inspect placement, anchorage and stressing of prestressing bars.</i>
7. Grouting Operations	Y	2 (ICC- SMSI)	<i>Inspect placement and consolidation of grout.</i>
7. Weather Protection	N		<i>Inspect cold weather protection and hot weather protection procedures. Verify that wall cavities are protected against precipitation.</i>
9. Evaluation of Masonry Strength	N		<i>Test compressive strength of mortar and grout cube samples (ASTM C780). Test compressive strength of masonry prisms (ASTM C1314).</i>
10. Anchors and Ties	Y	2 (ICC- SMSI)	<i>Inspect size, location, spacing and embedment of dowels, anchors and ties.</i>
11. Other:			

Structural Steel

Item	Req'd Y/N	Agency # (Qualif.)	Scope
1. Fabricator Certification/ Quality Control Procedures Fabricator Exempt	N		Fabricator must be member of the American Institute of Steel Construction (AISC), be certified in Category I of the AISC quality Certification Program, or be a member of the Structural Steel Fabricators of New England (SSFNE).
2. Material Certification	Y	1 (P.E.)	<i>Review certified mill test reports and identification markings on wide-flange shapes, high-strength bolts, nuts and welding electrodes</i>
3. Open Web Steel Joists	N		
4. Bolting	Y	2 (AWS/AISC -SSI)	<i>Inspect installation and tightening of high-strength bolts. Verify that splines have separated from tension control bolts. Verify proper tightening sequence.</i>
5. Welding	Y	2 (AWS- CWI)	<i>Visually inspect all welds. Inspect pre-heat, post-heat and surface preparation between passes. Verify size and length of fillet welds.</i> <i>Ultrasonic testing of all full-penetration welds.</i>
6. Shear Connectors	N		
7. Structural Details	Y	1 (P.E.)	<i>Inspect steel framing for compliance with structural drawings, including member configuration and connection details.</i>
8. Metal Deck	N		
9. Other:	N		

Wood Construction

Item	Req'd Y/N	Agency # (Qualif.)	Scope
1. Fabricator Certification/ Quality Control Procedures	N		
2. Material Grading	Y	1 (P.E.)	Verify material grading marks.
3. Connections	Y	1 (P.E.)	Verify that connections and fastenings comply with Contract Documents
4. Framing and Details	Y	1 (P.E.)	Verify conformance with Contract Documents
5. Diaphragms and Shearwalls	N		
6. Prefabricated Wood Trusses	N		



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NOVEMBER 10, 2009

www.portlandmaine.gov

Planning & Urban Development Department
Penny St. Louis Littell, Director

Applicant:
Northland Enterprises, LLC
One City Center, 4th Floor
Portland, ME 04101

Project Name: Baxter Library; Conditional Use
Project ID: 09-97900001
Project Address: 621 Congress St CBL: 046 - D-029-001
Planner: Eric Giles, AICP, LEED AP

Dear Applicant:

On **November 10, 2009**, the Portland Planning Authority approved the conditional use permit application to allow for a non-conforming ground floor use in the mandated pedestrian-oriented use area of the PAD overlay zone. Based on the information you provided The Via Group, LLC, a Portland based advertising and marketing company will occupy the space as the tenant.

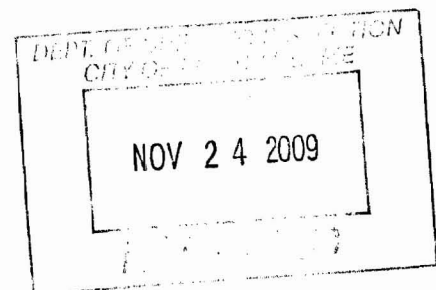
Please note the following provision required by Sec. 14-218 (a)(1)(b) of the Portland Land Use Code.

1. The approval of any conditional use under this section shall be for the specific tenant proposed for the conditional use approval and shall not run with the space to subsequent tenants. A conditional use approval shall expire at the end of each tenant's use, and a new approval shall be required for new tenants. However, where a conditional use has been approved under this subsection and the term of the effected tenancy is five (5) years or less, the tenant may sublet the area for the approved conditional use which approval may run with said lease but may not be extended without review by the Planning Authority.

If you have any questions, please contact Eric Giles at **874-8723** or egiles@portlandmaine.gov.

Sincerely,

Alex Jaegerman, AICP
Planning Division Director



Jeanie Bourke - Baxter Library toilet update

From: Will Gatchell <will@simonsarchitects.com>
To: <jmb@portlandmaine.gov>
Date: 11/10/2009 2:21 PM
Subject: Baxter Library toilet update
CC: Kevin Gough <gough@archetypepa.com>, Stephen Fraser <stephen@simonsarchitects.com>, Rex Bell <rbell@northlandenterprisesllc.com>, David Lloyd <lloyd@archetypepa.com>, Scott Simons <scott@simonsarchitects.com>, Josh Benthien <jbenthien@eaglepointco.com>, Sue Bent <sbent@benchmarkconstruction.org>

Jeannie,

Please find the attached PDF file showing the new men's toilet room. The men's room 208 is now a women's room. This brings the total fixture count to:

- 4 womens
- 3 mens
- 1 mens urinal
- 5 lavatories

Please let me know if there is anything else I can provide.

Best,
William Gatchell, AIA
Scott Simons Architects
75 York Street
Portland, ME 04101
207.772.4656 tel
207.828.4656 fax

RECEIVED
NOV 12 2009
Dept. of Building Inspections
City of Portland Maine

From: Marge Schmuckal
To: ALEX JAEGERMAN; Barbara Barhydt
Date: 9/29/2009 10:44:12 AM
Subject: Baxter Bldg - 621 Congress Street

Alex & Barbara,

We have a building permit application regarding the rehab of the Baxter Bldg. The plans show the first floor use to be offices. This building is in a PAD district and requires the first floor uses abutting the sidewalk to be allowable PAD uses.

The Planning Board did not approve a waiver from PAD uses. It instead told the applicant to apply to the Planning Authority for a Conditional Use application if PAD uses were not proposed for the ground floor.

I have left a message with David Lloyd to apply for a Conditional use appeal with the Planning Authority. I can not sign off on zoning yet. However, I will pass the plans on to Fire & building for their respective reviews. Then after you approve (assumedly) the Conditional use, I will finalize my zoning review.

Marge

CC: Eric Giles

CITY OF PORTLAND, MAINE
PLANNING BOARD

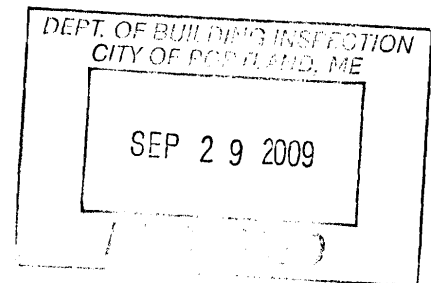
David Silk, Chair
Shalom Odokara, Vice Chair
Bill Hall
Joe Lewis
Lee Lowry, III
Janice Tevaman
Michael J. Patterson

April 1, 2009

Northland Enterprises, LLC
One City Center, 4th Floor
Portland, ME 04101

David Lloyd
Archetype
48 Union Wharf
Portland, ME 04101

RE: Baxter Building
Application ID #: 2008-0173
CBL: 046 D029001



To Whom It May Concern:

On March 24, 2009 the Portland Planning Board considered the Baxter Building proposal. The Planning Board reviewed the proposal for conformance with the Site Plan standards. The Planning Board voted unanimously 5-0 (Lewis and Patterson absent) to approve the application with the following motions and conditions as presented below.

SITE PLAN REVIEW

1. The Planning Board waives Section XV: Site Lighting Standards of the Portland Technical and Design Standards and Guidelines, Section 4 D, to allow the light levels up to 1.8 footcandles on adjacent property within 6 feet of the rear property line, which is adequate for purposes of health and safety and does not create glare or excessive spillover.
2. The Planning Board finds that with the imposition of conditions the plan is in conformance with the site plan standards of the City of Portland Land Use Code.
 - i. Conditions of Approval:
 1. Prior to the issuance of a Building Permit the applicant shall receive a Certificate of Appropriateness from the Historic Preservation Committee.
 2. Prior to the issuance of a Building Permit the applicant shall submit capacity letters for sewer and water.
 3. In the event that a 1st floor tenant is not an approved PAD use, the applicant shall submit to the Planning Authority a Conditional Use application in accordance with the provisions of Section 14-218: Conditional Uses, for ground floor uses in the mandated pedestrian-oriented use area of the PAD overlay zone.

4. Prior to the issuance of a Certificate of Occupancy the applicant shall obtain approval for any exterior signage under the City's sign and historic preservation ordinances.

The approval is based on the submitted plans and findings related to site plan review standards as contained in Planning Board Report #13-09 which is attached.

Please note the following provisions and requirements for all site plan and subdivision approvals:

1. The site shall be developed and maintained as depicted in the site plan and the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or the planning authority pursuant to the terms of this article. Any such parcel lawfully altered prior to the enactment date of these revisions shall not be further altered without approval as provided herein. Modification or alteration shall mean and include any deviations from the approved site plan including, but not limited to, topography, vegetation and impervious surfaces shown on the site plan. No action, other than an amendment approved by the planning authority or Planning Board, and field changes approved by the Public Services authority as provided herein, by any authority or department shall authorize any such modification or alteration.
2. The above approvals do not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and seven (7) final sets of plans must be submitted to and approved by the Planning Division and Public Services Dept. prior to the release of a building permit, street opening permit or certificate of occupancy for site plans.
4. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
5. Final sets of plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.
6. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, development review coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
8. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)

Philip DiPierro, Development Review Coordinator, must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at 874-8632. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as all site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Eric Giles at (207) 874-8723 or by email at egiles@portlandmaine.gov.

Sincerely,



David Silk, Chair
Portland Planning Board

Attachments:

1. Planning Board Report #13-09
2. Performance Guarantee Packet

Electronic Distribution:

Penny St. Louis Littell, Director of Planning and Urban Development
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Eric Giles, Planner
Philip DiPierro, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Tammy Munson, Inspections Division Director
Lisa Danforth, Administrative Assistant
Michael Bobinsky, Public Services Director
Kathi Earley, Public Services
Bill Clark, Public Services
David Margolis-Pineo, Deputy City Engineer
Jane Ward, Public Services
Keith Gautreau, Fire
Jeff Tarling, City Arborist
Tom Errico, Wilbur Smith Consulting Engineers
Dan Goyette, Woodard & Curran
Assessor's Office
Approval Letter File
Hard Copy Project File

From: Jean Fraser
To: Barhydt, Barbara
Date: 9/28/2009 5:14:40 PM
Subject: Portland Pier - new Meadow Lobster

Barbara,

I have followed up with Alex and Bill on the ordinance interpretation questions that we discussed with Marge (after the meeting Friday with Barney Baker, Peter and Kathleen McLeary).

Based on this I think an early 'phone call to Barney Baker is appropriate.

I have copied Alex and Bill in on this so they can amplify etc if necessary.

Essentially they consider we can make a determination re Site Plan (based on what they understood were Marge's zoning interpretations as outlined at the meeting):

1. That they can rebuild the existing building (2 stories without deck) (to address decay) in the existing footprint (correcting the height above flood level while doing so*) without needing Site Plan approval;
2. The office use on the upper floor would be OK as previously explained at the meeting (as long as the rebuild was within a year); but
3. [before we can confirm the above determination] They would need to demonstrate that the parking required for the 800 sq ft of office use (which Bill indicated would be one non marine pkg space) already is available and already is non-marine. Would need sketch plans showing what parking he owns and allocation of parking in the vicinity of the building. [If this can not be demonstrated, the parking by itself could trigger conditional use and PB; based on what Peter said it probably will be OK].

Jean

* we discussed whether they would need to meet the 15 ft ground floor height requirement for new build in the WCZ and agreed that this was not applicable as it was not a new build- as long as they rebuild without making it any more non-conforming then its OK.

CC: Alex Jaegerman ; Needelman, William; Schmuckal, Marge

From: Marge Schmuckal
To: Eric Giles
Date: 9/22/2009 4:36:19 PM
Subject: 621 Congress Street - more

Eric,

I am noticing that the basement or what they call first floor is now all offices. The front along Congress Street is a PAD district and requires PAD uses (retail-like uses). Did the Planning Board also vote on a conditional use to allow this building NOT to have PAD uses on the first floor?

Marge

2nd reminder on 9/29/09,
finally received

From: Marge Schmuckal
To: Eric Giles
Date: 9/22/2009 4:25:16 PM
Subject: 621 Congress Street

Eric,

We received a permit application for the change of use for this building. I do not have a stamp approved plan. I don't have an approval letter in my files. Can we issue the permit?

Also, my last communication to you on 3/16/09 asked about finalizing the noise concerns from the HVAC systems. I don't have any follow-ups on that. What is the status of that?

Marge

Applicant: DAVID Lloyd, Arch

Date: 12/8/08

Address: 621 Congress St / Baxter Bldg
OLD LIBRARY

C.B.L.: 046-D-29

CHECKLIST AGAINST ZONING ORDINANCE

Date -

no basement plans

09-1038

Zone Location - B-3 - PAD overlay & Historic overlay 890#

Interior or corner lot -

New Addition up to don't eat

Proposed Use/Work - To change the use & Add 890# -
over 22,000 sq ft

Sewage Disposal - City

Lot Street Frontage -

Front Yard -

Rear Yard -

Side Yard -

Projections -

Width of Lot -

Height -

Lot Area -

Lot Coverage/ Impervious Surface -

Area per Family - N/A

Off-street Parking - in Historic - None Fe q

Loading Bays -

Site Plan - # 2008-0173 a, 09-9790001

Shoreland Zoning/ Stream Protection - N/A

Flood Plains - Panel 13 - Zone C

NVAC in west court yd - noise? - make a condition

existing bldg

Shows office
Needs a conditional
use to Planning
Authority ↓

see 11/10/09 letter from
Planning Approving
The Conditional use

Comments
Submitted

CITY OF PORTLAND, MAINE
DEVELOPMENT REVIEW APPLICATION
PLANNING DEPARTMENT PROCESSING FORM
Zoning Copy

2008-0173
Application I. D. Number
12/3/2008
Application Date

David Lloyd/ Archetype
Applicant
48 Union Wharf, Portland, ME 04101
Applicant's Mailing Address

Baxter Building
Project Name/Description

Consultant/Agent
Applicant Ph: (207) 772-6022 Agent Fax:
Applicant or Agent Daytime Telephone, Fax

621 - 621 Congress St, Portland, Maine
Address of Proposed Site
046 D029001
Assessor's Reference: Chart-Block-Lot

12/10/08

Proposed Development (check all that apply): New Building Building Addition Change Of Use Residential Office Retail
 Manufacturing Warehouse/Distribution Parking Lot Apt 0 Condo 0 Other (specify)

Proposed Building square Feet or # of Units _____ Acreage of Site _____ Proposed Total Disturbed Area of the Site 0 Zoning B3

Check Review Required:

- Site Plan (major/minor) Zoning Conditional - PB Subdivision # of lots _____ Design Review
- Amendment to Plan - Board Review Zoning Conditional - ZBA Shoreland Historic Preservation DEP Local Certification
- Amendment to Plan - Staff Review Zoning Variance Flood Hazard Site Location
- After the Fact - Major Stormwater Traffic Movement Housing Replacement
- After the Fact - Minor PAD Review 14-403 Streets Review Other _____

Fees Paid: Site Plan \$500.00 Subdivision _____ Engineer Review _____ Date 12/3/2008

Zoning Approval Status:

Reviewer _____

- Approved Approved w/Conditions See Attached Denied

Approval Date _____ Approval Expiration _____ Extension to _____ Additional Sheets Attached
 Condition Compliance _____ signature _____ date _____

Performance Guarantee Required* Not Required

* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input type="checkbox"/> Performance Guarantee Accepted	_____	_____	_____
	date	amount	expiration date
<input type="checkbox"/> Inspection Fee Paid	_____	_____	
	date	amount	
<input type="checkbox"/> Building Permit Issue	_____		
	date		
<input type="checkbox"/> Performance Guarantee Reduced	_____	_____	_____
	date	remaining balance	signature
<input type="checkbox"/> Temporary Certificate of Occupancy	_____	<input type="checkbox"/> Conditions (See Attached)	_____
	date		expiration date
<input type="checkbox"/> Final Inspection	_____	_____	
	date	signature	
<input type="checkbox"/> Certificate Of Occupancy	_____		
	date		
<input type="checkbox"/> Performance Guarantee Released	_____	_____	
	date	signature	
<input type="checkbox"/> Defect Guarantee Submitted	_____	_____	_____
	submitted date	amount	expiration date
<input type="checkbox"/> Defect Guarantee Released	_____	_____	
	date	signature	

A R C H E T Y P E

December 2, 2008

Planning & Development Department
Portland City Hall
389 Congress Street
Portland, ME 04101

RE: 621 Congress Street, "Baxter Building"

City of Portland Planning Board;

The Baxter Building was designed as Portland's Public Library by Francis H. Fassett, one of Portland's most well known and prominent architects and completed in 1889. A series of additions were completed over the following years until 1979 when it was sold to The Portland School of Art, now known as Maine Collage of Art and used for lecture and studio space.

We are proposing, in our application, to change to an office use. The building is an historic landmark located in a "PAD" district and the B3 Zone. Marge Schmuckal visited the site and determined that the front section of the lower level would need to meet the PAD district requirements. We are applying for Historic Tax Credits and therefore are applying to the National Park Service for their approval. We will also be submitting to the Portland Historical Board for their review and approval.

The building footprint will remain unchanged. We will be adding approximately 896 square feet on top of the existing 1950 two story block addition. This addition is not visible from any street view.

The building will be modified to become handicapped accessible and new stairs to become Life Safety Code compliant.

The site will be newly planted with new walkway lighting and pavers. We have provided for two parked cars off Deering Place, a fenced in dumpster and fencing to screen off the very unattractive neighboring property.

Thank you for your time in reviewing this exciting landmark change of use.

Sincerely,



David Lloyd
Architect



Development Review Application Portland, Maine

Department of Planning and Development, Planning Division and Planning Board

Address of Proposed Development: 621 Congress Street

Zone: B3

Project Name: Baxter Building

Existing Building Size: 22797 sq. ft.	Proposed Building Size: 23693 sq. ft.
Existing Footprint: 9988 and this will not change	
Existing Acreage of Site: 16055 sq. ft.	Proposed Acreage of Site: 16055 sq. ft.

Proposed Total Disturbed Area of the Site: _____ sq. ft. *Existing footprint, no change, walkway, parking and planting area +/- 2500 sq. ft.

*** If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) or Chapter 500, Stormwater Management Permit with the Maine Department of Environmental Protection (DEP).**

Tax Assessor's Chart, Block & Lot:	Property Owners Name/ Mailing address:	Telephone #: (207) 780-0223
Chart # 46	Northland Enterprises, LLC One City Center, 4th Fl. Portland, ME 04101	Cell Phone #: (207) 329-2532
Block # D		
Lot # 29		

Consultant/Agent Name, Mailing Address, Telephone #, Fax # and Cell Phone # : David Lloyd Archetype 48 Union Wharf Portland, ME T: (207) 772-6022 F: (207) 772-4056 C: (207) 831-8627	Applicant's Name/ Mailing Address: David Lloyd Archetype 48 Union Wharf Portland, ME	Telephone #: (207) 772-6022 Cell Phone #: (207) 831-8627
--	---	---

Fee for Service Deposit (all applications) X (\$200.00)

Proposed Development (check all that apply)

- New Building Building Addition Change of Use Residential Office Retail
 Manufacturing Warehouse/Distribution Parking lot
 Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + major site plan fee if applicable
 Site Location of Development (\$3,000.00)
 (except for residential projects which shall be \$200.00 per lot _____)
 Traffic Movement (\$1,000.00) Storm water Quality (\$250.00)
 Section 14-403 Review (\$400.00 + \$25.00 per lot)
 Other _____

~ Please see next page ~

Major Development (more than 10,000 sq. ft.)

- Under 50,000 sq. ft. (\$500.00)
- 50,000 - 100,000 sq. ft. (\$1,000.00)
- Parking Lots over 100 spaces (\$1,000.00)
- 100,000 - 200,000 sq. ft. (\$2,000.00)
- 200,000 - 300,000 sq. ft. (\$3,000.00)
- Over 300,000 sq. ft. (\$5,000.00)
- After-the-fact Review (\$1,000.00 + applicable application fee)

Minor Site Plan Review

- Less than 10,000 sq. ft. (\$400.00)
- After-the-fact Review (\$1,000.00 + applicable application fee)

Plan Amendments

- Planning Staff Review (\$250.00)
- Planning Board Review (\$500.00)

Billing Address: (name, address and contact information)

Rex Bell
Northland Enterprises, LLC
One City Center, 4th Fl.
Portland, ME 04101


Submittals shall include **seven (7) folded** packets containing of the following materials:

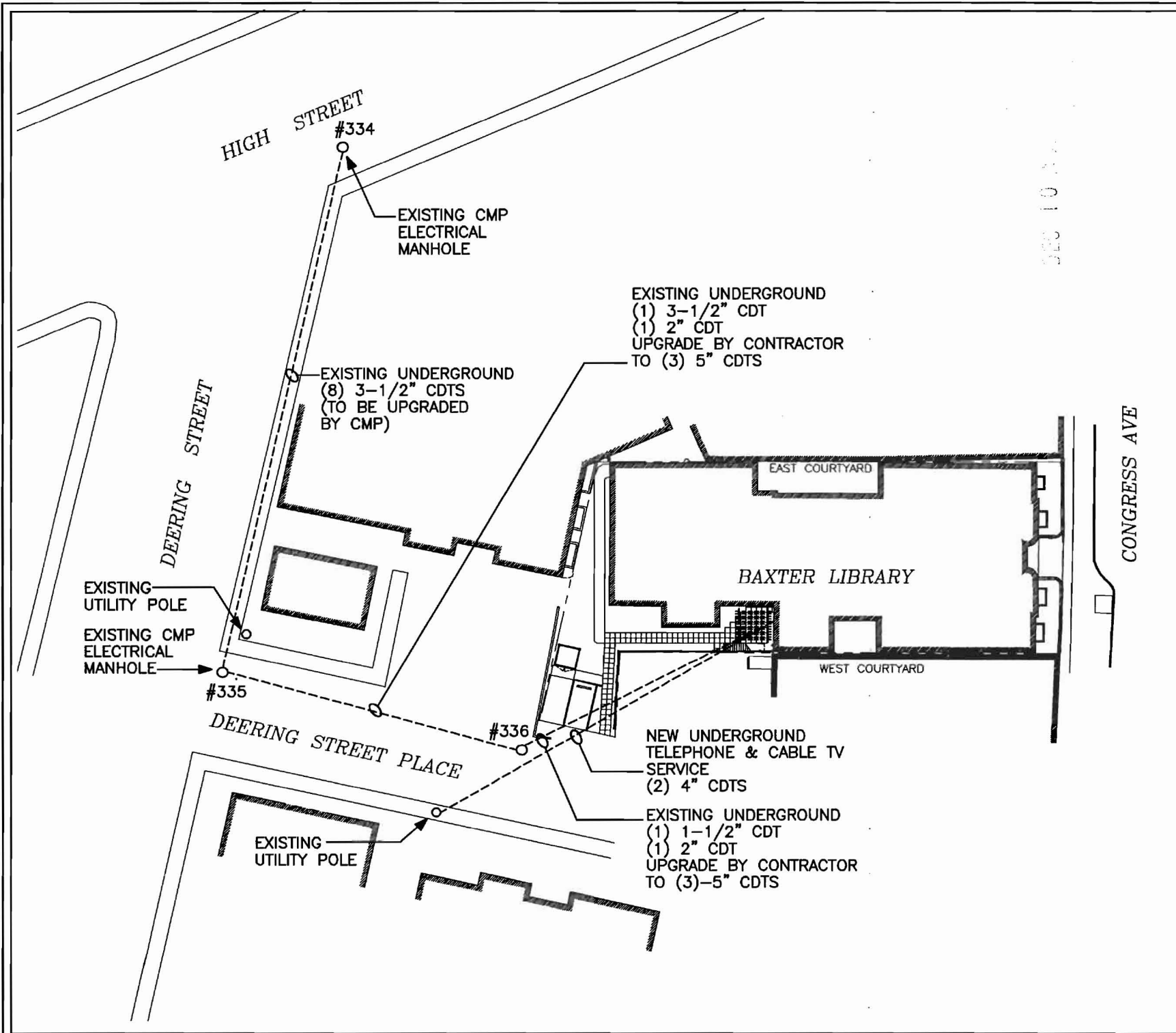
- A. Copy of the application.
- B. Cover letter stating the nature of the project.
- C. Written Submittal (Sec. 14-525 2. (c), including evidence of right, title and interest.
- D. A standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet.
- E. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
- E. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
- F. In addition to the seven (7) sets of documents listed above, one (1) set of the site plans reduced to 11 x 17 must be submitted.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division.

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 Planning Authority and Code Enforcement'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.

This application is for site review only; a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.

Signature of Applicant: 	Date: 12-3-06
---	-------------------------



DEC 10 2008

Date: Nov 13, 2008

Scale: Not to Scale

Electrical Utility Site Plan

Baxter Library

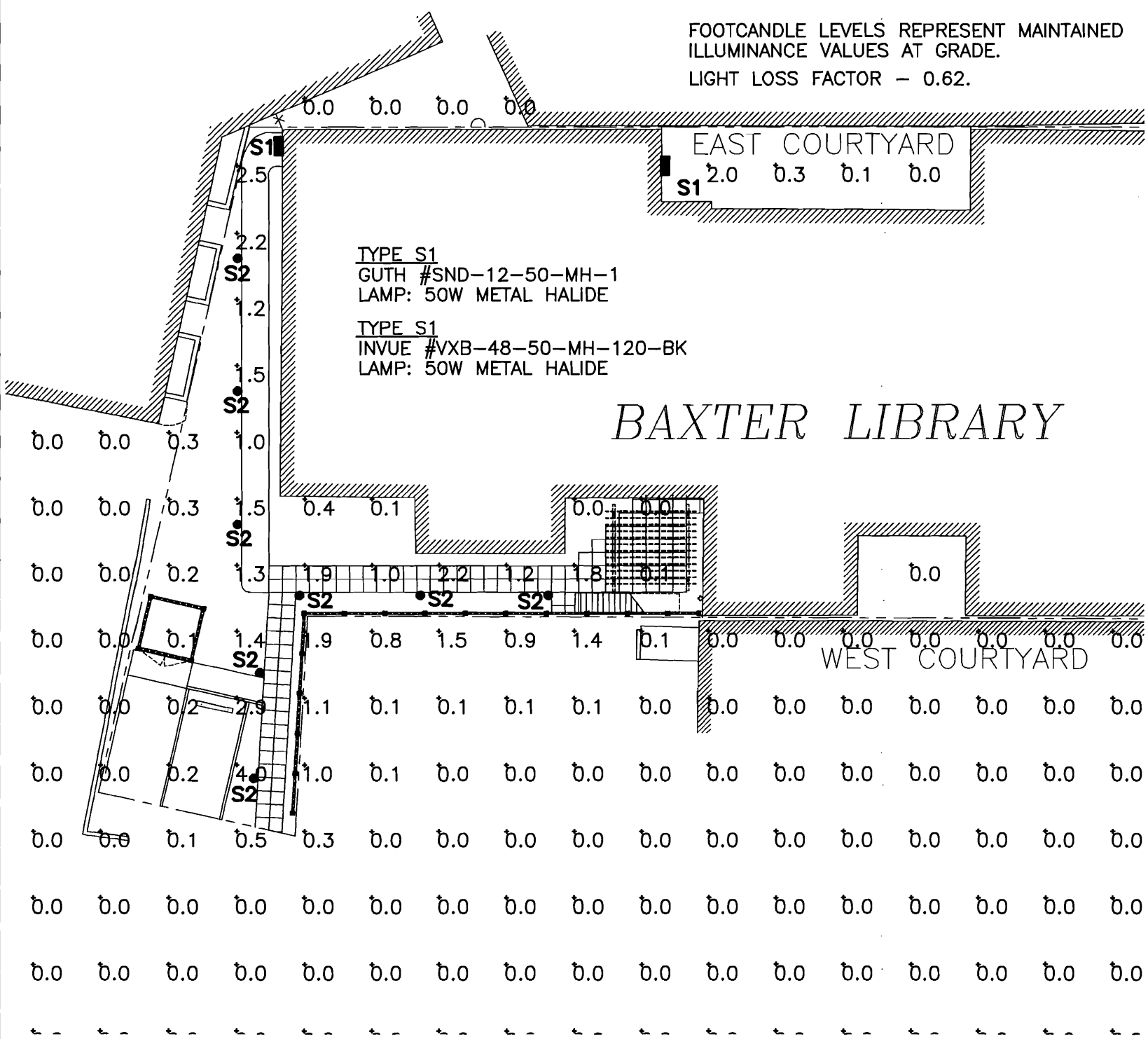
Congress Street, Portland, Maine 04101

ARCHITECTS
ARCHETYPE, P.A.
 48 Union Street, Portland, Maine 04101
 (207) 772-4022 Fax: (207) 772-4026

Bartlett Design
 ELECTRICAL & MECHANICAL ENGINEERING
 1000 Commercial Street, Portland, Maine 04101
 (207) 772-4027 Fax: (207) 772-4026

E1

FOOTCANDLE LEVELS REPRESENT MAINTAINED
ILLUMINANCE VALUES AT GRADE.
LIGHT LOSS FACTOR - 0.62.



EAST COURTYARD
S1 2.0 0.3 0.1 0.0

TYPE S1
GUTH #SND-12-50-MH-1
LAMP: 50W METAL HALIDE

TYPE S1
INVUE #VXB-48-50-MH-120-BK
LAMP: 50W METAL HALIDE

BAXTER LIBRARY

WEST COURTYARD

Bartlett Design
LIGHTING & ELECTRICAL ENGINEERING
40 WASHINGTON STREET, SUITE 100
PORTLAND, ME 04101
TEL: (603) 866-8447 FAX: (603) 866-8448

ARCHITECTS
ARCHETYPE, P.A.
48 Dales Wood Road, Middleboro MA
(603) 772-4822 Fax: (603) 772-4828

Baxter Library
Congress Street, Portland, Maine 04101

Date: Nov 13, 2006
Scale: 1" = 20'-0"

Photometric Lighting Plan

E2

DESCRIPTION

The Vision Bollard from INVUE brings architectural style to the pedestrian level. The Vision Bollard can be used along with Vision Series' Area, Flood, and Wall luminaires to provide a coordinated look sure to enhance any architectural setting. Concealed lamp and reflector system eliminates all visible glare while providing high levels of pavement illumination. U.L. listed and CSA certified for wet locations.

Catalog #		Type
Project		
Comments		Date
Prepared by		

SPECIFICATION FEATURES

A ... Top

Low copper, die-cast aluminum top maintains a nominal .125" thickness providing for vandal resistance, rapid heat dissipation and precise tolerance control. Top cap assembles to housing via two (2) 1/4" diameter, 6" long concealed stainless steel rods.

B ... Light Window

Standard impact and UV resistant injection molded acrylic lens. Optional polycarbonate lens with UV inhibitive coating available. Continuous silicone gasketing provided between extruded housing and lens to forbid entry of contaminants.

C ... Optics

Glare-free, fully concealed reflector system features a high efficiency fluted hydroformed reflector for superior light output and uniform pavement illumination. Wattages up to 100W High Pressure Sodium or Metal Halide. Coated lamp recommended.

D ... Housing

Heavy wall seamless extruded aluminum shaft attaches to base via six (6) 1/4" stainless steel fasteners. Optional button photocontrol mounts on extrusion 18" above grade.

E ... Ballast

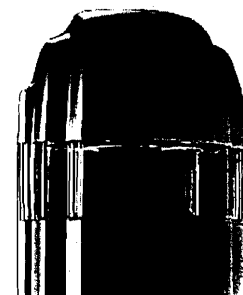
Quick-disconnect ballast assembly located at base of housing for cooler operation and ease of maintenance. Electrical components are mounted on a bracket and secured to the cast base with four (4) screws.

F ... Base

Rugged cast aluminum base mounts to foundation with four (4) 3/8" diameter anchor bolts. Base features two (2) factory installed level vials to insure proper fixture alignment. Pliable 1/4" thick neoprene leveling pad attached to bottom of base allows for proper base leveling regardless of minor deviations in grade of concrete pad.

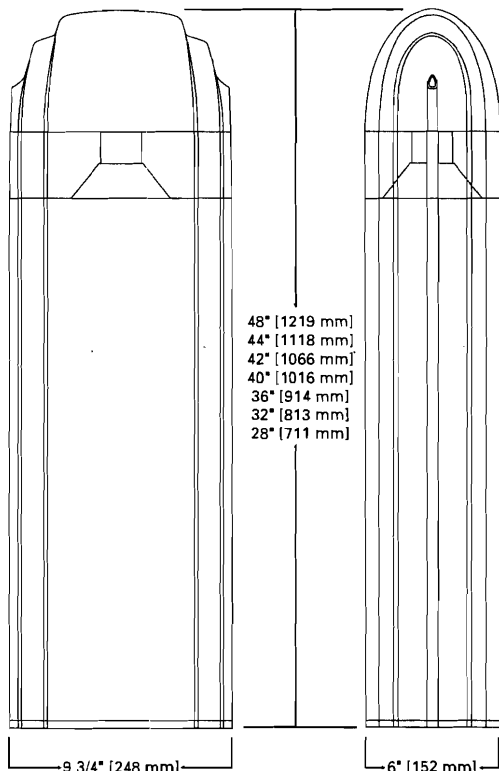
G ... Finish

Housing and top finished in a 5 stage premium TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard colors include black, bronze, grey, white, dark platinum, and graphite metallic. RAL and custom color matches available. Consult your INVUE Lighting Systems Representative for more information.



VXB VISION BOLLARD

26-100W
Metal Halide
High Pressure Sodium
Compact Fluorescent
LOW LEVEL LUMINAIRE



Wattage Table

	VXB
Metal Halide	50, 70, 100W
High Pressure Sodium	35, 50, 70, 100W
Compact Fluorescent	26, 32, 42W

Certifications

IP44 Rated	U.L. 1598 Listed		CO Cutoff
CSA Listed	25°C Ambient	ISO 9001	

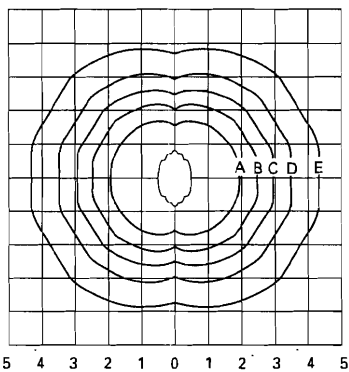
ORDERING INFORMATION

Sample Number: VXB-48-35-HPS-120-BK-L

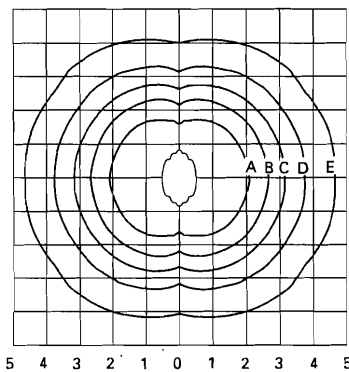
Product Family VXB: Vision Bollard	Fixture Height 28: 28" 32: 32" 36: 36" 40: 40" 42: 42" 44: 44" 48: 48"	Lamp Wattage ¹ 26: 26W 32: 32W 35: 35W ² 42: 42W 50: 50W 70: 70W 100: 100W	Voltage ² 120: 120V 208: 208V 240: 240V 277: 277V DT: Dual-Tap wired 277V ⁴ MT: Multi-Tap wired 277V ⁵ TT: Triple-Tap wired 347V ⁶ UNV: 120-277V Universal Electronic Ballast	Color ⁷ BK: Black AP: Grey BZ: Bronze WH: White DP: Dark Platinum GM: Graphite Metallic	Options ⁸ F: Single Fuse (120, 277 or 347V) Specify Voltage FF: Double Fuse (208, 240 or 480V) Specify Voltage PL: Polycarbonate Lens PC: Button Type Photocontrol (Specify Voltage) L: Lamp Included ⁹	Accessories ¹⁰ VXBABKIT: Anchor Bolt Kit
Lamp Type MH: Metal Halide HPS: High Pressure Sodium CF: Compact Fluorescent						

- Notes:**
- All HID lamps are medium-base.
 - 35W HPS available in 120V only.
 - Products also available in non-US voltages and 50Hz for international markets. Consult factory for availability and ordering information.
 - Dual-tap is 120/277V wired 277V.
 - Multi-tap is 120/208/240/277V wired 277V.
 - Triple-tap is 120/277/347V wired 347V.
 - Custom and RAL color matching available upon request. Consult your INVUE Lighting Systems Representative for further information.
 - Add as suffix in the order shown.
 - Coated lamp recommended.
 - Order separately, replace XX with color suffix.

PHOTOMETRICS



VXB-36-70-MH
70-Watt MH
5,900-Lumen Coated Lamp
36" Fixture Height



VXB-36-100-HPS
100-Watt HPS
8,800-Lumen Coated Lamp
36" Fixture Height

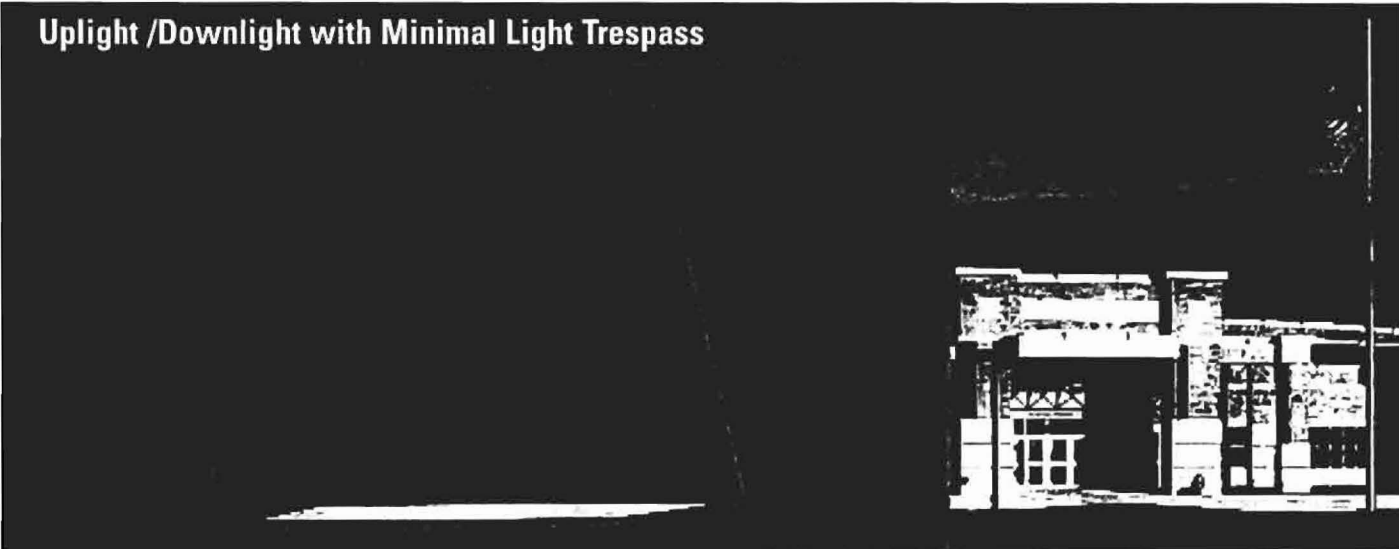
Footcandle Table

Select mounting height and read across for footcandle values of each isofootcandle line. Distance in units of mounting height.

Mounting Height	Footcandle Values for Isofootcandle Lines				
	A	B	C	D	E
28"	8.27	3.31	1.65	0.83	0.33
32"	6.32	2.53	1.27	0.63	0.25
36"	5.00	2.00	1.00	0.50	0.20
40"	4.05	1.62	0.81	0.41	0.16
44"	3.35	1.34	0.67	0.34	0.13
48"	2.81	1.13	0.56	0.28	0.11

SUNDOWNER™ 12 — PULSE START METAL HALIDE

Uplight /Downlight with Minimal Light Trespass



FEATURES

- Up to 175 watt HID
- HPS or MH lamps
- Specular optical reflector
- Aluminum housing
- Hinged canopy
- Stainless steel hardware
- Custom colors

BENEFITS

- Sharp 85° cut-off
- 2.7 MH spacing
- UL wet location listed
- Easy access maintenance
- Architectural design
- Suitable for harsh environments

APPLICATIONS

- Building facades

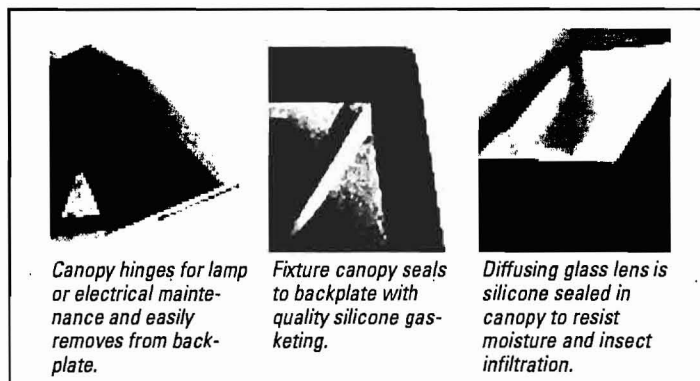
Specifications/Features

GENERAL

- Sharp cutoff, wall mounted HID luminaire suitable for low glare applications and light trespass code compliance.
- Utilizes Metal Halide and High Pressure Sodium HID lamps up to 175W for best design options available.
- Wet location applications.
- Uplight mounting, wet location.

CONSTRUCTION

- Corrosion resistant aluminum canopy and backplate finished in baked bronze polyester powder coat.
- Easy one man installation with cast aluminum backplate. Backplate mounts to electrical box with box strap and nipple supplied. Canopy hinged and easily removable from backplate; enhances ease of installation and maintenance.
- Specular aluminum reflectors produce front cutoff at 85 degree and S/MH 2.7:1.
- Canopy sealed to backplate with extruded, high temperature, silicone gasket.
- Corrosion resistant stainless steel external hardware.
- 5/32" tempered diffused glass lens silicone sealed to prevent entrance of water, and minimize insect infiltration.
- Canopy secured by two captive stainless steel screws; optional tamper resistant screws.



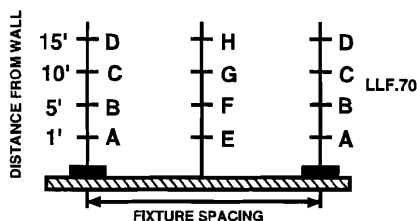
LISTINGS

- Listed 1572 wet location for downlight and uplight versions.
- Listed U.S.A. and Canada.

ELECTRICAL

- Standard ballasts are 120V, HPF, maximum 175W medium base HID lamp in vertical position.
- Ground wire attached to backplate for positive grounding and quick installation.
- Optional button type photo-cell mounts in top of canopy.
- All fixtures carry the IBEW Union label to ensure quality.

Photometrics



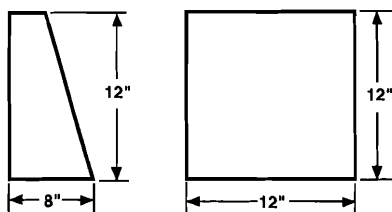
SND 12-100HP-1 Fixture Spacing 15'

	A	B	C	D	E	F	G	H
8'	7.4	10.3	4.5	1.1	13.0	12.4	4.9	1.4
MTG. 10'	6.4	7.9	5.6	2.0	10.7	11.3	6.6	2.3
HEIGHT 12'	5.8	6.4	5.9	2.7	8.4	9.5	7.3	3.2
14'	5.2	5.4	5.7	3.3	6.6	7.7	7.3	3.9

Fixture Spacing 35'

	A	B	C	D	E	F	G	H
8'	4.9	8.5	3.1	0.5	1.5	1.4	0.9	0.4
MTG. 10'	3.3	4.9	3.7	1.0	2.0	2.0	1.2	0.8
HEIGHT 12'	2.5	3.1	3.4	1.4	2.4	2.4	1.8	1.1
14'	2.0	2.1	2.9	1.7	2.6	2.5	2.2	1.3

Dimensions



NOTE: 4" minimum clearance from hinge side of fixture for canopy removal.

Sundowner™ 12 Catalog Numbers

SND - 12 - 100 - MH - 1

FIXTURE TYPE
D - Downlight
U - Uplight

FIXTURE HEIGHT
12 - 12"

VOLTAGE
1 - 120V
2 - 277V
3 - 347

LAMP TYPE
MH - Metal Halide
HP - High Pressure Sodium
MP - Pulse Start MH

LAMP WATTAGE
50, 70, 100, 150 HP
50, 70, 100, 150, 175 MH (150W MH unit for use with M107 Venture Lamp only)

Options

- "/TP" - Tamper Resistant Screws
- "/PEC" - Button Photo-electric cell
- "/CAB" - Cast Aluminum Outlet Box
- "/L" - For lamps included
- "/FF" - Fixture Fuse
- "/OBC" - Surface wiring collar
- "/ISL" - For Quartz Restrike 100W Maximum

Project Name:

Type	Catalogue Number	Lamp	Comments

Guth utilized the services of U.L. and ETL for listing products. Specifications and data are subject to change without notice.

GUTH
a GENLYTE company

01
R9/07

SERVICE RECORD

NO. 619-625 Congress ST ST. DIVISION PORT

REG. NO. P 706 CODE NO. P-55

NAME Portland School of ART NAME

NAME NAME

NAME NAME

SERVICE DATA	MEASURES
SIZE OF PIPE <u>6" F.S.P.C.</u>	<p>BACK OF FINE ARTS Building</p> <p>17'5" 34'10"</p> <p>Takes FROM Deering St. Place</p>
KIND OF PIPE <u>D.I.</u>	
MAIN TO STOP <u>STREETLINE 12'</u>	
STOP TO ST. LINE	
ST. LINE TO BLDG. <u>75' 6" DI</u>	
DATE <u>7-25-83</u>	
DEPTH OF MAIN <u>6'</u>	372.2 5M 7-77
SIZE OF TAP	
DEPTH ON PRIVATE <u>6'</u>	
SHUT AT CORP.	

SERVICE RECORD

Code No. 619 DISTRICT Portland

REG. No. 3708 No. 623 Congress St ST.

NAME Portland Public Library

NAME Portland School of Art

NAME

SERVICE RECORD	RENEWAL RECORDS	
KIND OF PIPE	<u>Cop</u>	<u>Cop</u>
SIZE OF PIPE	<u>1"</u>	<u>2"</u>
MAIN TO STOP	<u>9</u>	<u>12'</u>
STOP TO ST. LINE	<u>5</u>	<u>1'</u>
ST. LINE TO BUILDING	<u>112</u>	<u>46'</u>
TOTAL LENGTH	<u>126</u>	
DATE	<u>July 20 1950 7-22-83</u>	
REMARKS	<u>From Deering Place</u>	
SERVICE SHUT AT CORP.		

CLEAN OUT AND REPAIR RECORD

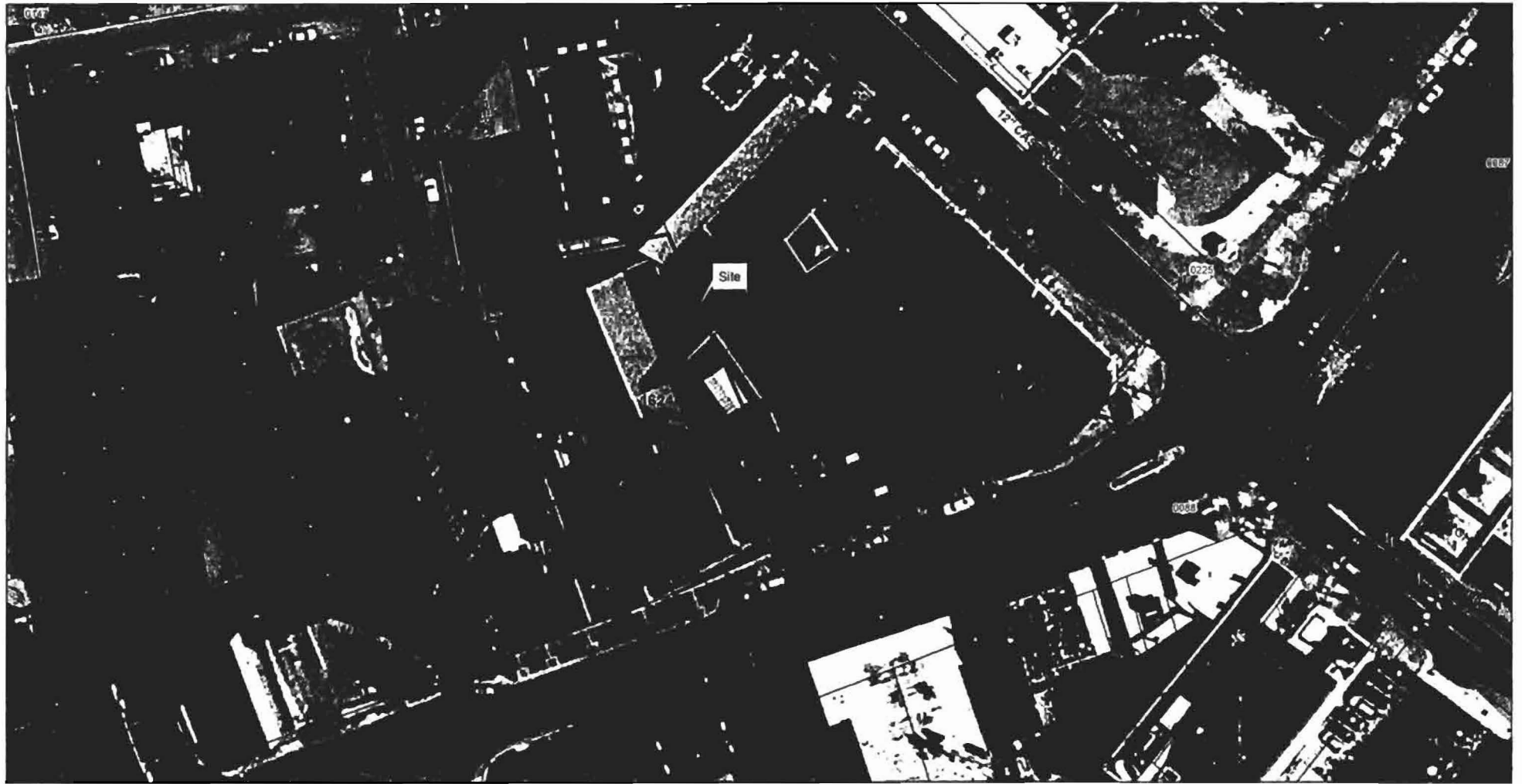
DATE	REMARKS
	<u>Reg 3708</u>
	<u>2" Cop</u>
	<u>M to S 12'</u>
	<u>Takes from</u>
	<u>Deering St. Place</u>

619/623 Congress St

Church
Library
Deering Place

16'2" 46'2"

PORTLAND WATER DISTRICT



0 25 50 100 150 200 Feet 1 inch equals 50 feet



PORTLAND WATER DISTRICT
225 Douglass Street
Portland, ME 04104

Legend

5	Blow Off	+	Flow Service	-	Air Valve	⊠	Skew
R	By Pass	?	Hydrant Control	-	Date Change	•	Tee
7	Distribution	•	Service	!	Material Change	!	Hydrants
J	End of Main	?	Transmission	#	Reducer		

621 Congress Street

Portland



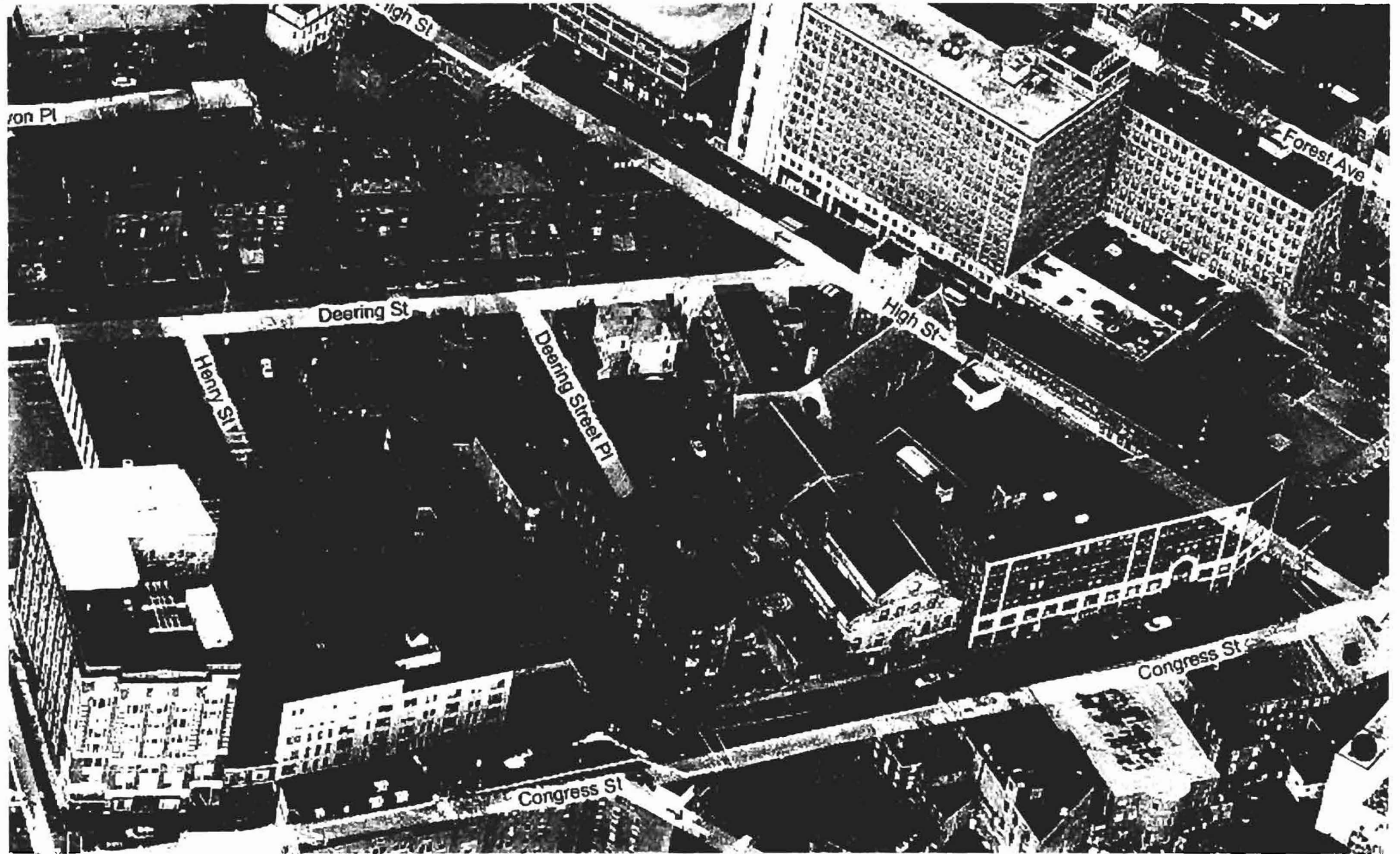
Disclaimer: This map is suitable for preliminary study and analysis pending review of additional information. The data shown are only as accurate as the original data sources from which they were developed.

Drawn By: R. Spugnardi

Prepared For: Archetype - Sue McEwen

Scale: As Noted

Date: November 19, 2009



MEMORANDUM

To: FILE

From: Marge Schmuckal

Dept: Zoning

Subject: Application ID: 2008-0173

Date: 12/8/2008

I reviewed this application with Barbara B. This project is changing the use (22,000 sq ft) from an art school to "offices" with the recognition that the lower level is limited by PAD use requirements. The basic underlying zone is B-3 with a PAD and Historic overlay zones. There is a small upward addition (890 sq ft) on the rear of the building.

There are no basement plans nor verbage to explain how the PAD requirements would be met. I will need more specifics with scaleable plans. There is a HVAC pad in the west court yard. I will need information that explains how the maximum noise requirements of the B-3 are being met. No more parking is required for the new addition since this building is considered to be Historic. It would also be helpful to know what kind of office use is being proposed for the building. Is is medical or other type of office use? Is this project for a specific tenant known at this time?

Marge Schmuckal
Zoning Administrator

From: Marge Schmuckal
To: Eric Giles
Date: 3/16/2009 3:59:18 PM
Subject: Re: Baxter Building 621 Congress St.

Eric,

This can be ok for now. However, we will need follow-up on this prior to finishing the site plan. If the noise is of a loud nature, it will be amplified upward toward others. The applicant needs to be aware of any noise "problem" and address it at this stage, not during the building permit stage.

Marge

>>> Eric Giles 3/12/2009 1:32:14 PM >>>

Marge,

This is what David Lloyd has sent in response to your comments regarding the HVAC. Are you ok with this? The application is going to the PB on the 24th.

"The air conditioning unit which will be placed on the west side of the building is surrounded by our building on three sides and faces the brick wall of the adjoining building which houses Gino's. Logically the only tenant that will hear this unit will be our own. The fan unit is not designed at this time. We will submit Decibel ratings when we apply for the building permit with full construction documentation."



Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Lee Urban- Director of Planning and Development
Marge Schmuckal, Zoning Administrator

Meeting Information

July 9th 10:00 AM
walk-Thru -

DATE: 6/25/08

LOCATION: 621 Congress St

PEOPLE PRESENT: DAVID Lloyd - Rex Bell - EZRA

Alex Jaegerman - Marge - Deb A

ZONE: B-~~2~~ B-3 - Historic - PAD

DISCUSSION: 23,000[#] of usable space - ^{NB65} MECCA

Discussions Surrounding parking next door to Dem^o The "Ginos" next door

Discussed The PAD Rules - Conditional Use (by staff)

Bldg designed by ^{Francis} FAScett

Discussed Historic Review - at least one meeting

re: PAD Treatment of The front door would be important

Discussion of what is The "Ground Floor" ? might be The "Lower" level.

on 7/9/08 - measurements & inspection do indicate the lower level to be The "Ground Floor"

Please note: this meeting is not an pre-approval of any ordinances. No project can be approved without going thru the appropriate reviews. This meeting is only to outline the City processes to go through based on the information given at this meeting. Any changes to that information may change the process requirements. Please check ordinances that are on-line for further information at www.portlandmaine.gov.

From: Alex Jaegerman
To: David Lloyd; Deb Andrews ; ewhipple@eaglepointco.com; Marge Schmuckal; rbell@northlandenterprisesllc.com
Date: 6/18/2008 10:09:15 AM
Subject: RE: Baxter Building 619 Congress Street

Let's set this meeting for:

Wednesday, June 25, 2:00 to 3:00, in the Planning Conference Room

Melissa, please reserve the room.

Alex.

>>> Deb Andrews 6/18/2008 9:50:24 AM >>>
I could do Wednesday 2 to 3 as well.

>>> Marge Schmuckal 6/18/2008 9:39:37 AM >>>
I can be available:
Wed 2 to 3
Thursday 1 to 5
Friday 11-1
Marge

>>> "David Lloyd" <lloyd@archetypepepa.com> 6/18/2008 9:21:30 AM >>>
Alex

Just talked to my client. He is available Wednesday 2 to 3 , Thursday 1 to 5, Friday 11 to 3

David Lloyd
Archetype, P.A.
48 Union Wharf
Portland, ME 04101
Phone: (207) 772-6022
Fax: (207) 772-4056
lloyd@archetypepepa.com
<http://www.archetype-architects.com>

-----Original Message-----

From: Alex Jaegerman [<mailto:AQJ@portlandmaine.gov>]
Sent: Tuesday, June 17, 2008 4:35 PM
To: lloyd@archetypepepa.com; ewhipple@eaglepointco.com; rbell@northlandenterprisesllc.com
Cc: Barbara Barhydt; Deb Andrews ; Marge Schmuckal
Subject: Re: Baxter Building 619 Congress Street

David:

My availability next week:
Monday, June 23: 11:00; 3:30
Tuesday: 11 to 2;
Wednesday: 1 to 3
Thursday: 1 to 5
Friday: 11 to 3

Marge and Deb, any of these times OK for you?

Has anyone looked at the deed or conveyance from the City to MECA to be sure that there are no use or resale restrictions? I am not aware of any, but it is worth a check in your due diligence period.

Alex.

>>> "David Lloyd" <lloyd@archetypepa.com> 6/17/2008 4:08:01 PM >>>
Alex

My client Rex Bell from the Northland enterprise LLC is in the process of finalizing a purchase and Sale agreement with MECA for the Baxter building. We have a 45 day window for "due diligence" to determine viability. Our plan is to modify the interior of the building yielding handicap access to most of the space and provide proper egress allowing the space to be broken down into office users. We will be applying for Historic tax credits and will be using Tremont Preservation services as our consultant in this endeavor .I am also attempting to work with our neighbors the Burnham's to try and develop a mutually beneficial site plan. We all know the beauty of this building and the potential benefits to this end of Congress with the redevelopment of this building. I would like a meeting by the first of this coming week to discuss zoning and planning issues. I would appreciate Marge's and Deb's input and of course yours.

Thank You

David

David Lloyd
Archetype, P.A.
48 Union Wharf
Portland, ME 04101
Phone: (207) 772-6022
Fax: (207) 772-4056
lloyd@archetypepa.com
<http://www.archetype-architects.com>
<<http://www.archetype-architects.com/>>

CC: Barbara Barhydt; Melissa Stone; Penny Littell

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information

Card Number 1 of 1
Parcel ID 046 D029001
Location 621 CONGRESS ST
Land Use LITERARY & SCIENTIFIC INS

Owner Address MAINE COLLEGE OF ART BAXTER LIBRARY BUILDING
 522 CONGRESS ST
 PORTLAND ME 04101

Book/Page
Legal 46-D-29
 CONGRESS ST 621
 16055 SF



Current Assessed Valuation

Land	Building	Total
\$629,400	\$1,993,700	\$2,623,100

Building Information

Bldg #	Year Built	# Units	Bldg Sq. Ft.	Identical Units
1	1900	1	30246	1

Total Acres	Total Buildings Sq. Ft.	Structure Type	Building Name
0.369	30246	LIBRARY	BAXTER LIBRARY BUILD

Exterior/Interior Information

Section	Levels	Size	Use
1	01/01	10082	LIBRARY
1	01/01	10082	BANK/SAVINGS INSTITUTION
1	02/02	10082	LIBRARY

Height	Walls	Heating	A/C
12	BRICK/STONE	HW/STEAM	NONE
12	BRICK/STONE	HW/STEAM	NONE
12	BRICK/STONE	HW/STEAM	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE

Building Other Features

Line	Structure Type	Identical Units
2	SPRINKLER - WET	1

Yard Improvements

Year Built	Structure Type	Length or Sq. Ft.	# Units
-------------------	-----------------------	--------------------------	----------------



1000 29
AS 1000 29



City of Portland
GIS



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389 Congress St.
Portland, Maine
04101

Moulton Street.

Pearl Street, from Middle Street to Fore Street.

Wharf Street.

York Street, south side, from Center Street to Dunphy's Lane.

Frontages of the following areas: Longfellow, Congress, and Monument Squares; Tommy's and Post Office Parks.

(1) *Ground floor uses:*

- a. Subject to the following limited uses, at least seventy-five (75) percent of the street level frontage of a building on a street located within the PAD overlay zone must be utilized, and, at minimum, the floor area to be occupied shall be seventy-five percent (75%) of the street level frontage multiplied by a twenty (20) foot depth:
 - i. Retail establishments as permitted in 14-217(a)(2)e;
 - ii. Personal services;
 - iii. Hotels;
 - iv. Copying centers;
 - v. Restaurants as permitted in 14-217(a)(2)f;
 - vi. Drinking establishments;
 - vii. Theaters, provided that only ticket and refreshment sales, lobbies, lounges and entrances shall be located within this area;
 - viii. Travel agencies;
 - ix. Real estate sales;
 - x. Visitor information services;

- xi. Museums;
- xii. Libraries;
- xiii. Banks, financial and other business services, provided that only tellers and spaces primarily used for customer services shall be located in this area;
- xiv. Municipal or county uses;
- xv. Galleries and studios for artists and craftspeople including, but not limited to, carpenters, cabinetmakers and silkscreeners;
- xvi. Performing arts studios which attract and allow for public, pedestrian observation from the adjacent sidewalks (including dance studios, music conservatories, and the like);
- xvii. Other uses where the applicant can demonstrate to the zoning administrator that the proposed use will not differ substantially from a required ground floor retail use in its effect on the continuity of pedestrian-oriented use and that the proposal establishes a ground floor use that generates pedestrian interest and activity.

For those buildings which have frontage on more than one (1) street located within the PAD overlay zone, the street level area of each such frontage shall meet the above requirements.

- b. For those buildings which have forty (40) feet or less of frontage on a street within the PAD overlay zone, the above restrictions shall be reduced to fifty (50) percent of the frontage where required to accommodate a service entrance. For buildings which have frontage on more than one (1) street located within a PAD overlay zone, only one (1) such frontage shall be permitted to reduce the required retail area to fifty (50) percent of the frontage.

- c. In no event shall any required retail frontage area be used for any of the following:
- i. Storage;
 - ii. Service entrances, including loading docks, dumpsters and compactors, except as provided in subsection b; or
 - iii. Food preparation areas, unless such preparation areas are visually oriented toward pedestrians on streets located within a PAD overlay zone.

(Ord. No. 241-91, 3-11-91; Ord. No. 200-95, § 1, 3-20-95; Ord. No. 126-97, § 7, 3-3-97; Ord. No. 46-97, § 3, 8-4-97; Ord. No. 226-98, §§ 1, 2, 3-2-98; Ord. No. 51-00, §2, 8-7-00; Ord. No. 205-06/07, 6-4-07)

***Editor's Note:** Pursuant to Order 164-06/07 passed on April 4, 2007 Section 14-217.5 (*Old Port Overlay Zone*) was repealed in its entirety and Division 19.8 (*Downtown Entertainment Overlay Zone*) was enacted.

***Editor's Note:** Pursuant to Order No. 48-06/07 passed on September 18, 2006 Section 14-217.6 (*Moratorium on Formula Restaurants in Old Port Historic District and Arts District*) expired on November 19, 2006.

Sec. 14-218. Conditional uses.

(a) The following use is permitted as provided in section 14-474 (conditional uses), provided that, notwithstanding section 14-474(a) or any other provision of this Code, the planning authority shall be substituted for the board of appeals as the reviewing authority:

- (1) Ground floor uses in the mandated pedestrian-oriented use are of the PAD overlay zone: Any use permitted in the B-3 and B-3b zone, provided that such uses shall meet the following conditions and standards:
 - a. The applicant can prove by competent evidence (including but not limited to reliable documentation of advertising, real estate brokerage efforts, and other sales mechanisms) that the space has been actively marketed for permitted uses in the PAD overlay zone for a period of six (6) months and that it has been unable to market the space for a permitted use in accordance with section 14-217(b)(1); and

- i. For existing structures, evidence that the space has been actively marketed for permitted uses for a period of six (6) months and, in the case of new construction, evidence that the space has been actively marketed and available for use for a period of six (6) months; and
 - ii. Evidence of market, advertising, or real estate brokerage efforts to attract permitted uses.
- b. The approval of any conditional use under this section shall be for the specific tenant proposed for the conditional use approval and shall not run with the space to subsequent tenants. A conditional use approval shall expire at the end of each tenant's use, and a new approval shall be required for new tenants. However, where a conditional use has been approved under this subsection and the term of the effected tenancy is five (5) years or less, the tenant may sublet the area for the approved conditional use which approval may run with said lease but may not be extended without review by the planning authority; and
- c. The planning authority may impose reasonable conditions concerning the design, appearance, use and extent of use of the space along the street frontage to ensure maximum pedestrian compatibility and interest; and
- d. Notwithstanding the above, the Planning Board zoning board of appeals may authorize a reduction in the percentage of required ground floor pedestrian-oriented uses where the physical limitations of an existing building so require. Any such reduction shall be the least necessary to provide relief and shall include mitigating design factors.

The Planning Board shall adopt rules and regulations governing the planning authority's review of an applicant's marketing efforts under this subsection.

An appeal to the Planning Board shall be had from the planning authority's written decision under this subsection. Such appeal shall be filed no later than thirty (30) days from the planning authority's decision.

Jeanie Bourke - Baxter Library - 619 Congress Permit

From: "Kevin Gough" <gough@archetypepa.com>
To: "Jeanie Bourke" <JMB@portlandmaine.gov>
Date: 11/12/2009 2:30 PM
Subject: Baxter Library - 619 Congress Permit
CC: "Sue Bent" <sbent@benchmarkconstruction.org>, "Benthien, Josh" <jbenthien@eaglepointco.com>, <will@simonsarchitects.com>, "Rex BellPOP3" <rbell@northlandenterprisesllc.com>, <lloyd@archetypepa.com>

Jeanie,

Attached are sketches detailing the addition of tempered glazing to those areas we discussed by telephone.

It was my understanding that the other item (fire escape) would be treated conditionally. If that is not correct, please let me know and I will take care of them.

I appreciate your taking the time to discuss this with me the other day. Your understanding of our time restraint has been most helpful.

Thank you.

Kevin Gough, Architect

Archetype, P.A.

48 Union Wharf

Portland, ME 04101

Phone: (207) 772-6022

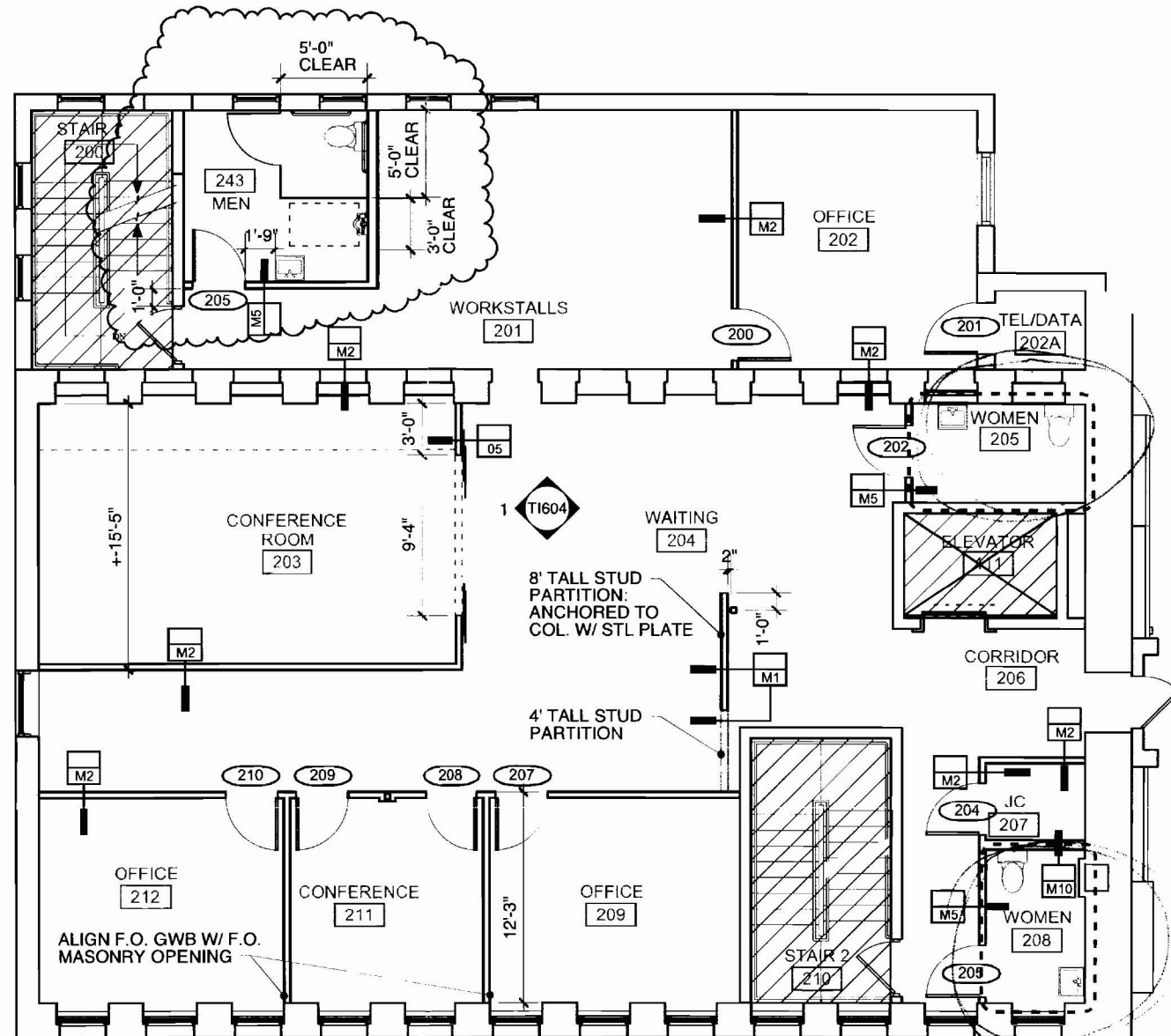
gough@archetypepa.com

<http://www.archetype-architects.com>

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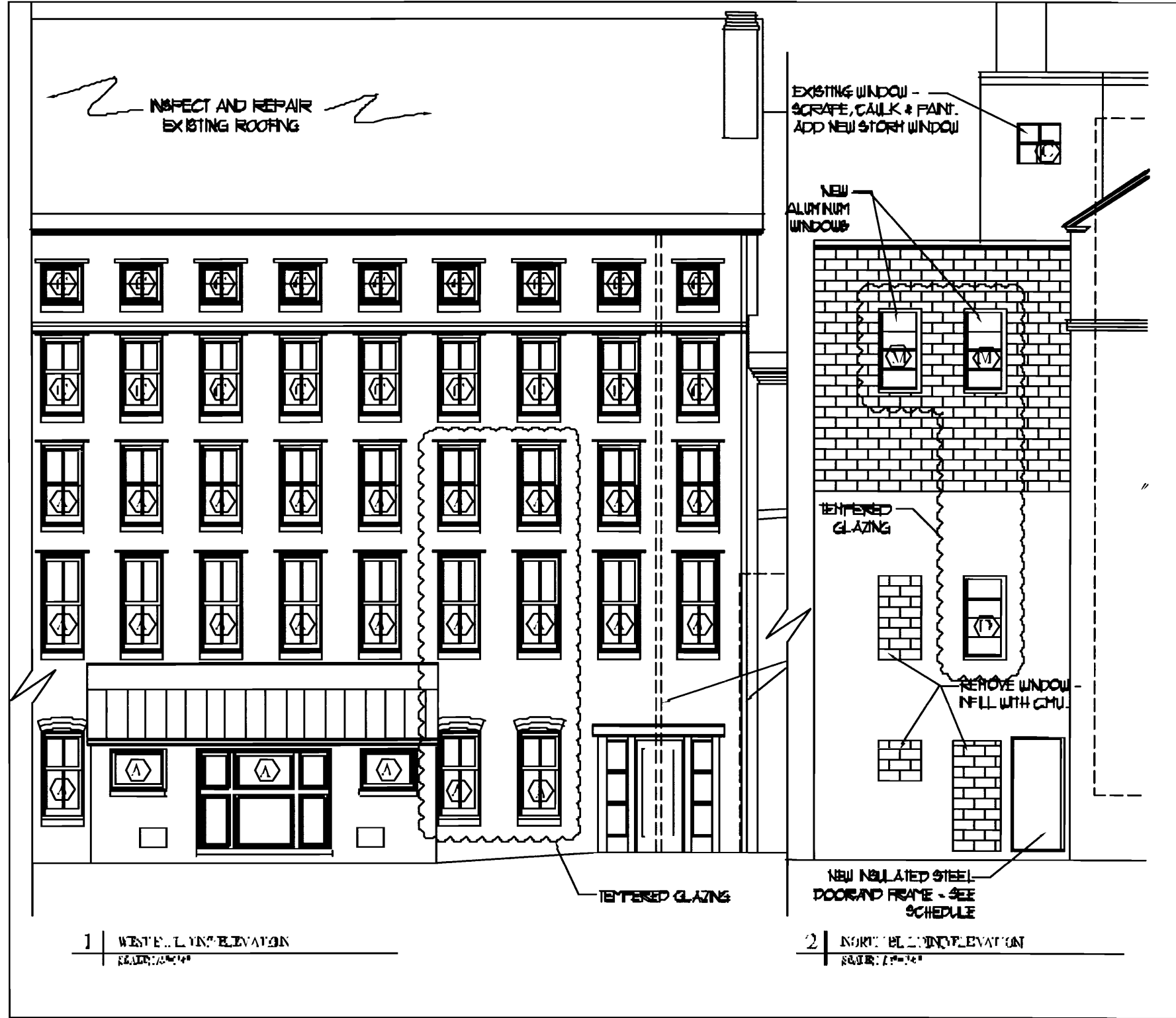
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PROJECT
VIA
**Baxter Library
 Interior Fit Up**
 CONGRESS STREET
 PORTLAND, ME

TITLE
**TOILET ROOM
 REVISION FOR PERMIT
 APPROVAL**

STATUS: **DRAWING STATUS**
ARCHITECTURAL SKETCH

DATE: 2009.09.14	REVISION / DATE:
SCALE: 1/8" = 1'-0"	
PROJECT NO. 2009-0050	
DRAWN BY:	2008 © Scott Simons Architects
DWG NO.	TI-SK-01



ARCHETYPE, P.A. ARCHITECTS 45 Urban View, Portland, Maine 04101 TEL: 772-1122 Fax: 772-4050	
PROJECT 5810 STREET APT. 201 & 202	DATE 12/20/08
PROJECT BAXTER LIBRARY 100 BAXTER STREET PORTLAND, MAINE	DESCRIPTION TEMPERED GLAZING AT WINDOWS
SK04	

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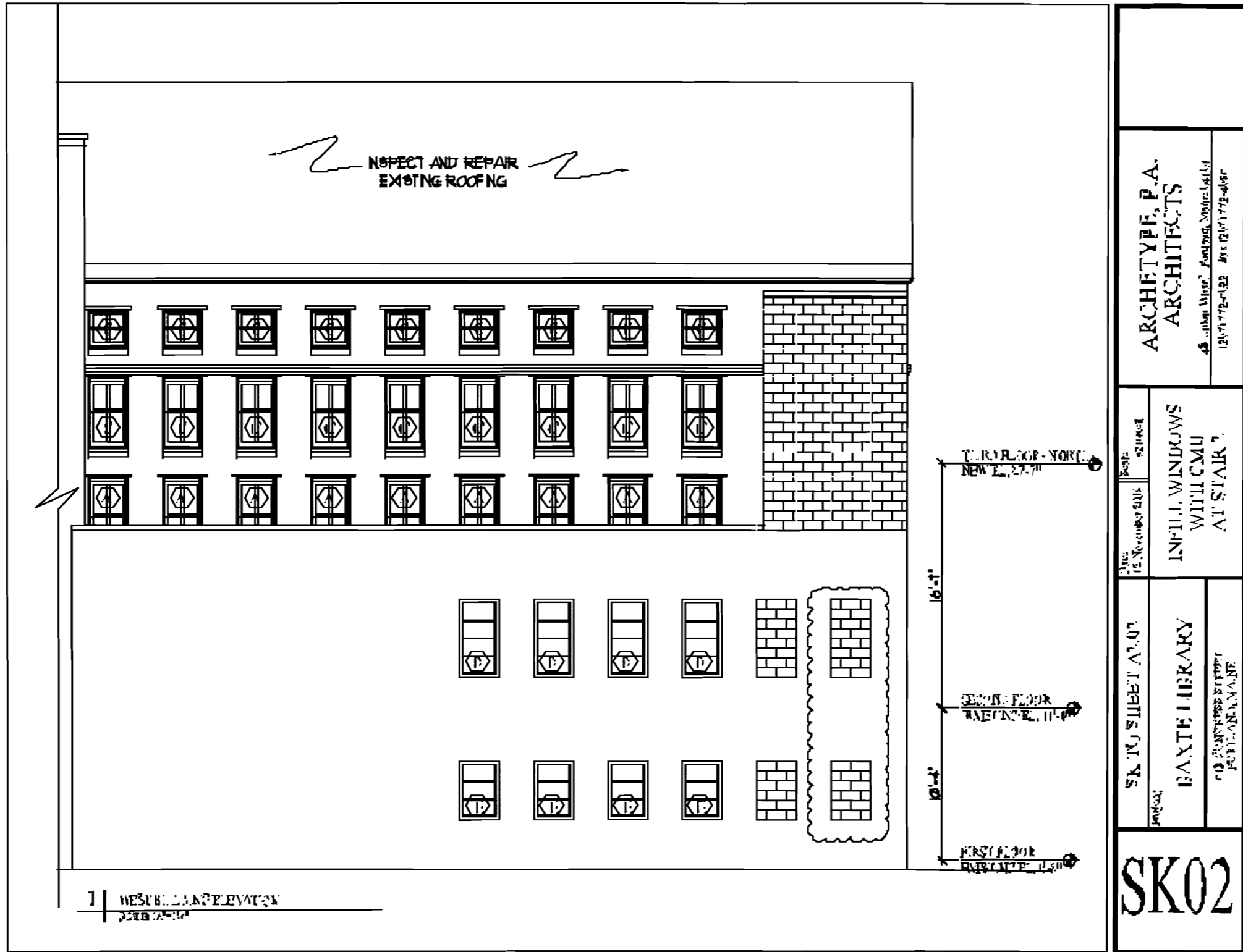
*** CORE AND SHELL DOOR SCHEDULE ***

DOOR No.	SIZE W x H x T	FLOOR		FINISH	THRESH	HARDWARE		LABEL	REMARKS
		Type	Material			Frame	Lockset Type		
01	3'-6" x 7'-6" x 1 3/4"	2	Metal	Painted		Metal	Passage	36 min.	Single control and electric hold back
02	3'-6" x 7'-6" x 1 3/4"	1	Inset Metal	Painted	Aluminum	Metal	Passage	30 min.	Single control
03	3'-6" x 7'-6" x 1 3/4"	1	Wood/Glass	Painted	Aluminum	Wood	Lockset		Red Mahogany trimmed sidelights and door
04	3'-6" x 7'-6" x 1 3/4"	2	Wood/Glass	Painted	Aluminum	Wood	Lockset		Red Mahogany trimmed door and transom
05	3'-6" x 7'-6" x 1 3/4"	2	Wood/Glass	Painted	Aluminum	Wood	Lockset		Red Mahogany trimmed door
06	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Lockset	36 min.	
07	3'-6" x 7'-6" x 1 3/4"	1	Inset Metal	Painted	Aluminum	Metal	Lockset		
08	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Lockset		
09	3'-6" x 7'-6" x 1 3/4"	5	Wood/Glass	Painted		Wood	Passage		Painted wood door and transom Tempered Glass
10	3'-6" x 7'-6" x 1 3/4"	5	Wood/Glass	Painted		Wood	Passage		Painted wood door and transom Tempered Glass
11	3'-6" x 7'-6" x 1 3/4"	1	Wood/Glass	Painted	Aluminum	Wood	Lockset		Red Mahogany trimmed door and transom
12	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Lockset		
13	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Lockset	36 min.	
14	3'-6" x 7'-6" x 1 3/4"								
15	3'-6" x 7'-6" x 1 3/4"								
16	3'-6" x 7'-6" x 1 3/4"	2	Metal	Painted		Metal	Passage	36 min.	Single control and electric hold back
17	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Passage	36 min.	Single control and electric hold back
18	3'-6" x 7'-6" x 1 3/4"	2	Metal	Painted		Metal	Passage	36 min.	Single control and electric hold back
19	3'-6" x 7'-6" x 1 3/4"	1	Metal	Painted		Metal	Passage	30 min.	Single control and electric hold back

* Door schedule shall include full hardware set, including but not limited to - hinges, closers, stops, cylinders, keys, sweeps, gaskets, as required. Full submittals shall be made to Architect according to procedures set forth in the specifications manual.

ARCHETYPE, P.A. ARCHITECTS 45 Union Street, Portland, Maine 04101 (207) 772-1122 Fax (207) 772-4168	
SK 10 SHEET A7.01 BATH LIBRARY 615 CUMFERTON STREET PORTLAND, MAINE	TEMPERED GLASS AT DOORS 9 AND 10
SK03	

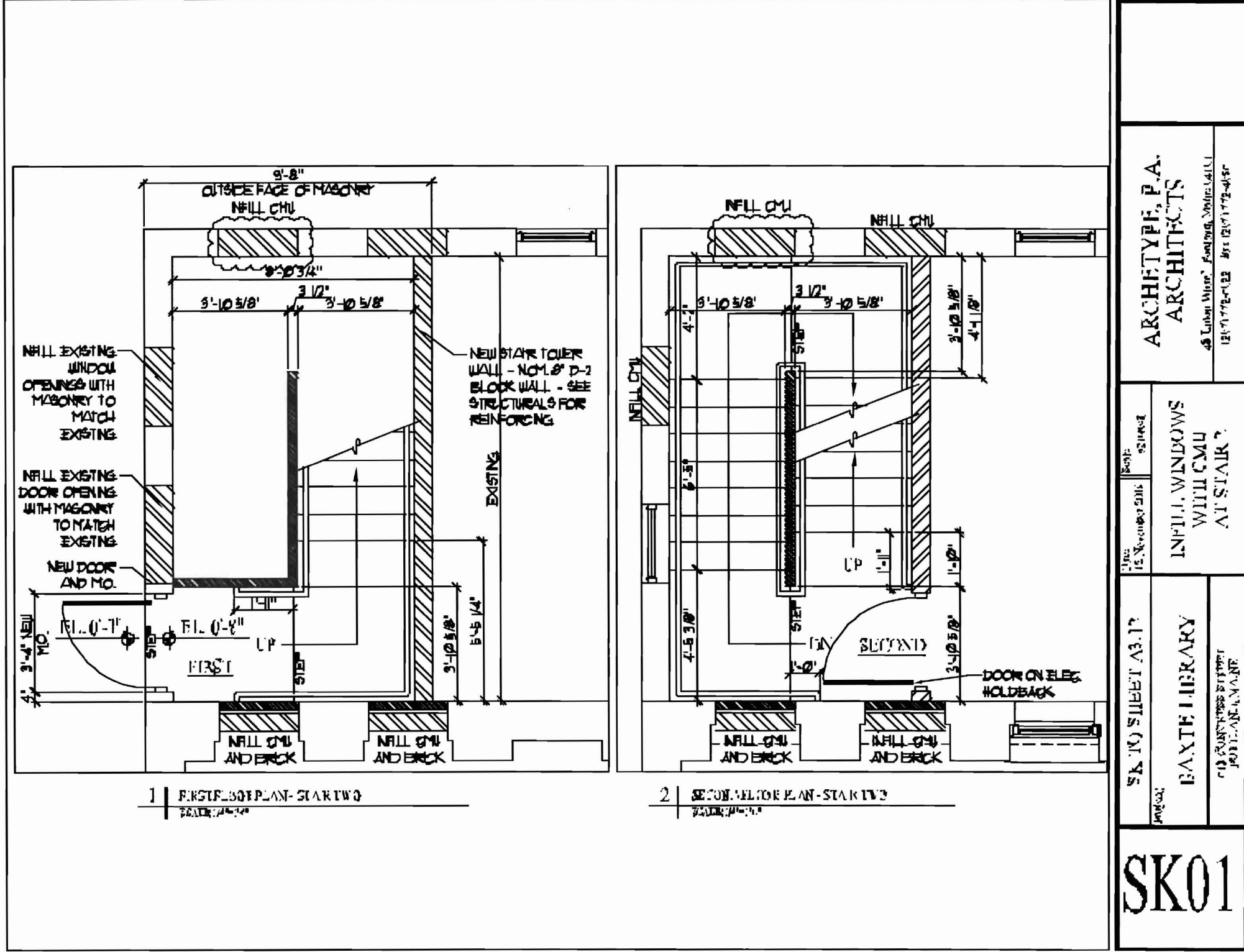
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ARCHITYPE, P.A. ARCHITECTS 48 Union Street, Portland, Maine 04111 Tel: 772-4122 Fax: 772-4157	
SK 101 SHEET A3.17 PROJECT	DATE: 15 November 2015 SCALE: AS SHOWN
BAYTH LIBRARY 110 CANTON STREET PORTLAND, MAINE	INFILL WINDOWS WITH CMU AT STAIR 2
SK01	

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