



General Building Permit Application

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

Address/Location of Construction: 3 Deering Avenue		
Total Square Footage of Proposed Structure:		
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 047 A004	Applicant Name: E. Colleen Callahan Address: 39 Clark Street City, State & Zip: Portland, Maine, 04102	Telephone: 2078099515 Email: ecolleencallahan@gmail.com
Lessee/Owner Name: E. Colleen Callahan and David Levi (if different than applicant) Address: City, State & Zip: Telephone E-mail:	Contractor Name: (if different from Applicant) Address: City, State & Zip: Telephone E-mail:	Cost of Work: \$ _____ C of O Fee: \$ _____ Historic Rev \$ _____ Total Fees: \$ _____
Current Use (i.e. single family) <u>commercial space / renovating to open restaurant</u>		
If vacant, what was the previous use? <u>cafe</u>		
Proposed Specific use: <u>Restaurant</u>		
Is property part of a subdivision? If yes, please Name _____		
Project description: Installing a commercial hood and exhaust system to a non combustible wall.		
Who should we contact when the permit is ready: E. Colleen Callahan		
Address: 39 Clark Street		
City, State & Zip: Portland, Maine 04102		
E-mail Address: ecolleencallahan@gmail.com		
Telephone: 207 809 9515		

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

In order to be sure the City fully understands the full scope of the project, the Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Department of Permitting and Inspections on-line at www.portlandmaine.gov, or stop by the 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: E. Colleen Callahan **Date:** 5/26/2016

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



Department of Permitting and Inspections

Commercial Hood / Exhaust Application

Dear Applicant,

The following is a checklist to assist you in filing for a permit for a Kitchen Exhaust system. Please complete this and submit job specific construction documents that demonstrate compliance.

1. Type of System:

Type I X Type II _____

Type I systems are systems that vent fryers, grills, broilers, ovens or woks.

Type II systems are systems that vent steamers and other non-grease producing appliances.

2. Type of Materials:

Is the hood Stainless steel or other type of steel? The front is, Yes.

If other, what type? The back side is galvanized steel.

Is the duct work Stainless steel or other type of steel? 18 gauge galvanized steel with welded ducts

If other, what type? _____

Thickness of the steel for the hood: 18 gauge Thickness of the duct for the hood: _____

Type of Hood and Duct Supports welded/bolted

Type of seams and Joints welded

Grease Gutters provided? yes Hood Clearance reduction to Combustibles design /specs:

3" Standoff on Hood

Duct Clearance reduction to Combustibles design /specs:

Not going through a combustible wall. Just going through concrete with zero clearance insulation.

Vibration Isolation System: none



Department of Permitting and Inspections

Air Velocity within the duct system 1200 CFM

Grease accumulation prevention system: nothing installed, just a monthly cleaning schedule

Cleanouts: none required, going straight through a concrete wall

Grease Duct enclosure: n/a

Exhaust Termination: Roof _____ Wall X

Fire Suppression System: UL 300 PyroChem 300

Exhaust fan mounting and clearance from the roof / wall or Combustibles:

non combustible wall, zero clearance

Exhaust fan distance from property lines: 2'

Exhaust fan distance from other vents or openings: 15'

Exhaust fan distance from adjacent buildings: 14'

Exhaust fan height above adjoining grade: 10'

3. Hood Specs

Style of Hood: Grease Collection Hood

Type of Filter: Aluminum Grease Hood Filter

Height of filter above nearest cooking surface: 2.5-3'

Capacity of hood CFM: 1,800

Make up Air system description and capacity:

n/a



Department of Permitting and Inspections

Electronic Signature and Fee Payment Confirmation

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

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

1. Once the complete application package has been received by us, and entered into the system,
2. You will receive an e-mailed invoice from our office which signifies that your electronic permit application and corresponding paperwork have been entered, ready for payment, to begin the process.
3. You then have the following four (4) payment options:

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

**City of Portland
Department of Permitting and Inspections
389 Congress Street, Room 315
Portland, Maine 04101**

By Signing below, I understand the review process starts only once my payment has been received. After all approvals have been met and completed, I will then be issued my permit and it will be sent via e-mail. ***No work shall be started until I have received my permit.***

Applicant Signature: E. Colleen Callahan Date: 5/27/16

I have provided digital copies and sent them on: _____ Date: 5/27/16

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