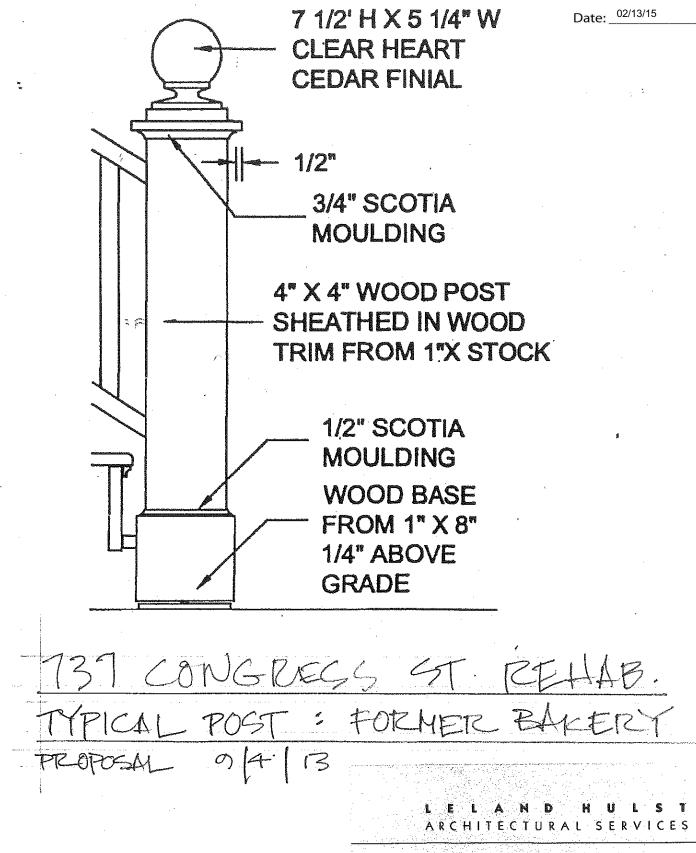




Reviewed for Code Compliance Inspections Division Approved with Conditions



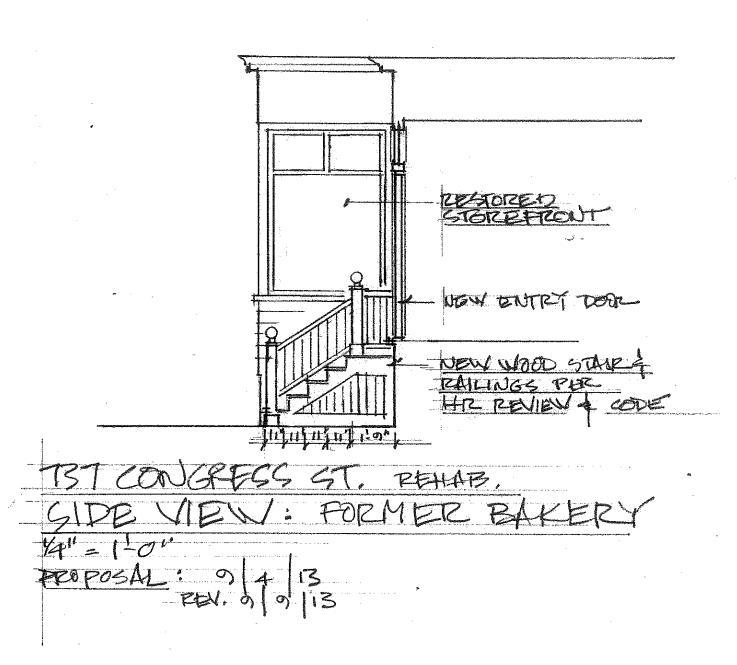
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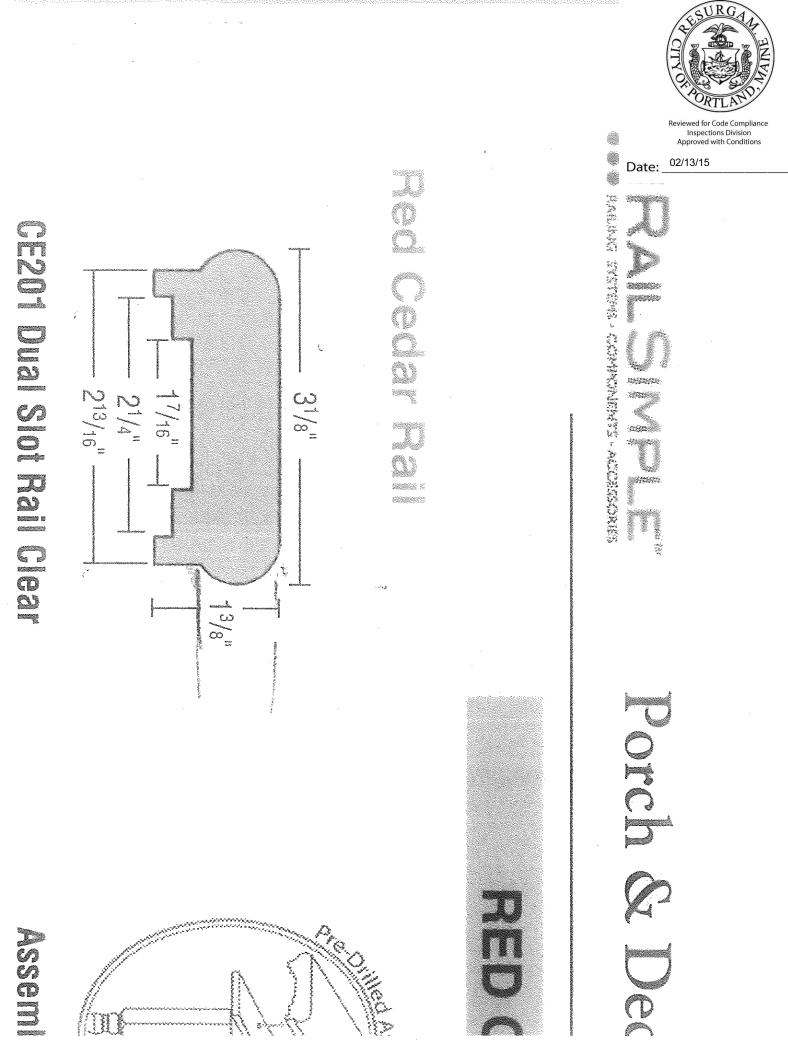
278 Spring Street / Portland, Maine 04102 / (207) 773-2843



Reviewed for Code Compliance Inspections Division Approved with Conditions

Date: \_\_\_\_\_







## CITY OF PORTLAND, MAINE HISTORIC PRESERVATION BOARD

Rick Romano, Chair Rebecca Ermlich, Vice-Chair Scott Benson Martha Burke Ted Oldham Bruce Wood Susan Wroth

October 30, 2013

John Hatcher and Dan Kennedy 737 Congress LLC 737 Congress Street Portland, Maine 04102

Re: Storefront Rehabilitation/Reconstruction; 737 Congress Street

Dear John and Dan:

On October 9, 2013, the City of Portland's Historic Preservation Board voted 6-0 (Ermlich absent) to approve your application for a Certificate of Appropriateness for the rehabilitation/reconstruction of two adjacent storefronts at 737 Congress Street. Approval was made subject to the following conditions:

- Any exterior lighting or signage to be reviewed and approved by historic preservation staff
- A small sign documenting the original location of the front doors to be installed on the interior, next to the doors.

<u>Construction to be carried out as shown on the plans and specifications submitted for the 10/09/13 public hearing and/or as described above.</u> Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work.

This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Sincerely,

Deborah Andrews Historic Preservation Program Manager

Cc: Leland Hulst









02/13/15



ORTLAND M/

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

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

Tammy Munson Director, Inspections Division

Date:

#### Electronic Signature and Fee Payment Confirmation

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

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

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

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

ito provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),

call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,

hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,

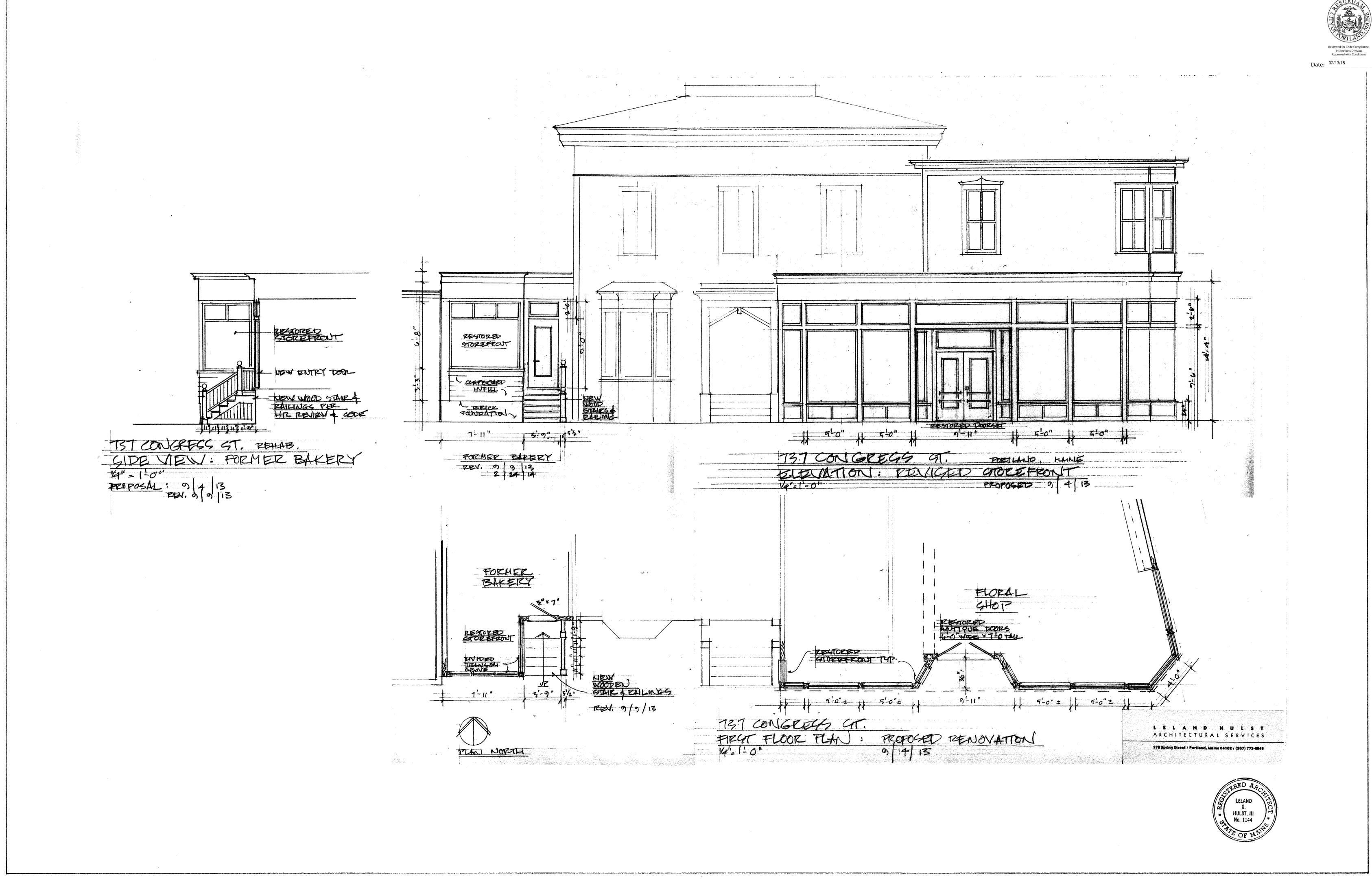
or deliver a payment method through the U.S. Postal Service, at the following address:

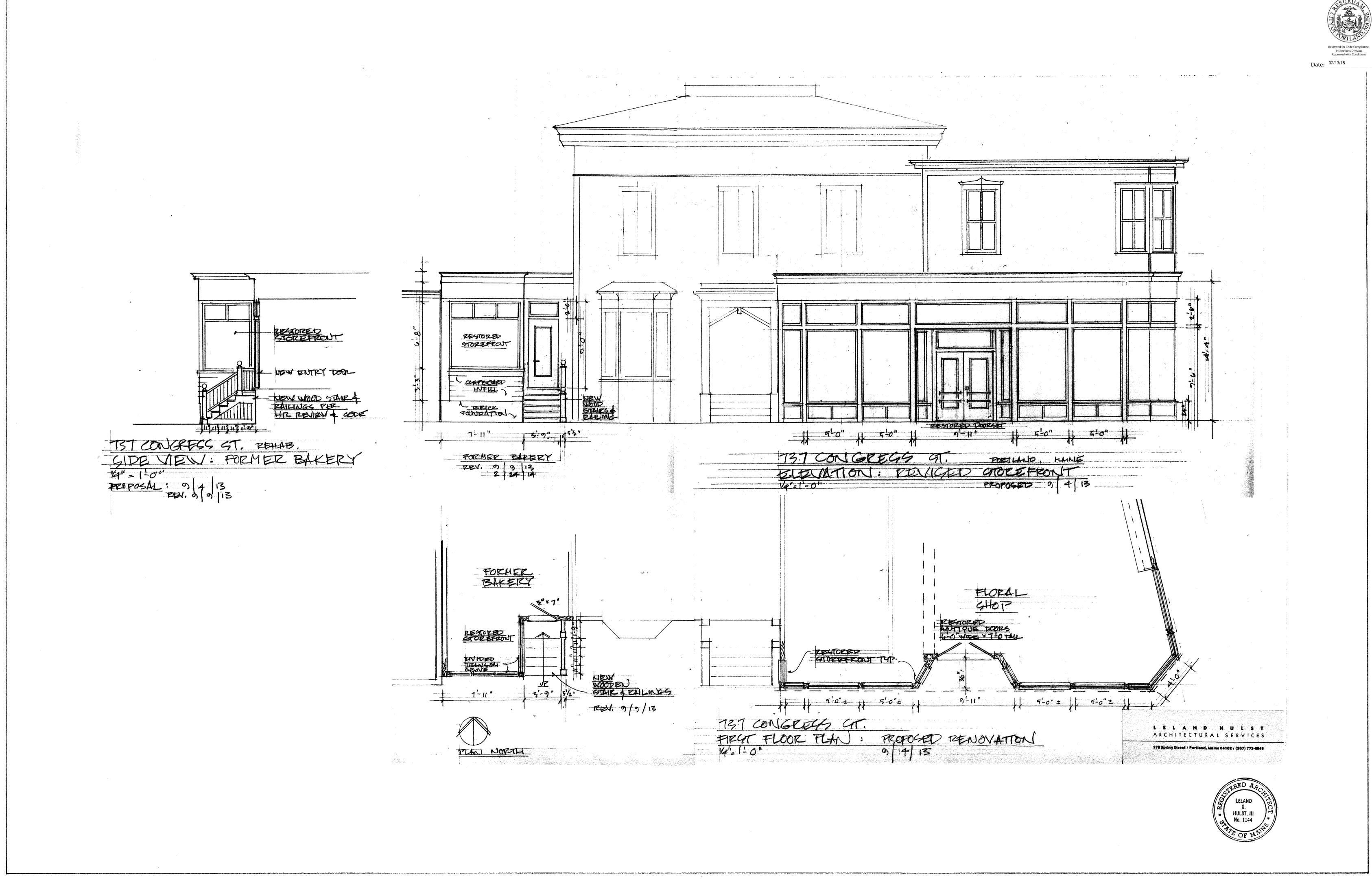
City of Portland Inspections Division 389 Congress Street, Room 315 Portland, Maine 04101

Once my payment has been received, this then starts the review process of my permit. After all approvals have been met and completed, I will then be issued my permit via e-mail. No work shall be started until I have received my permit. Digitally signed by Michael C. Monaghan DN: cn=Michael C. Monaghan, o=Monaghan Woodworks, hc, ou, email=mmonaghan@mwoodworks.com, c=US Applicant Signature: Date: 2014.11.26 14:30:35-05:00' November 24, 2014 Date: I have provided digital copies and sent them on: November 24, 2014

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

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









## **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.

| 1 otal Sq   | uare Footage o           | of Proposed Struc  | 7 Congress Street, Portland N             |  |
|---|--------------------------|--|---|--|
| N/A   |                          |  |   |  |
| Tax Assessor's Chart, Block & Lot                     |                          |  | Applicant Name: 737 Congress St Assoc LLC | Telephone:                             |
| Chart#  | Block#                   | Lot#   | Address                                   | 207-775-2683                           |
| 47  | A                        | 22   | 737 Congress Street/126 Pine St           |  |
|   |                          |  | City, State & Zip                         | Email:                                 |
|   |                          |  | Portland, Maine 04102                     | agarcia@mwoodworks.com                 |
| Lessee/(  | Owner Name : 7           | 37 Congress SI Assoc LLC   | Contractor Name: Monaghan Woodworks, Inc. | Cost Of Work;                          |
| f different t   | than applicant)          |  | (if different from Applicant)             | \$ 89,000.00                           |
| Address:  |                          |  | Address:                                  |  |
| 737 Congress Street/126 Pine St<br>City, State & Zip: |                          |  |   | C of O Fee: \$                         |
|   |                          |  | City, State & Zip:                        |  |
| Portland, Maine 04102                                 |                          |  |   | Historic Rev \$                        |
| Telephone & E-mail:                                   |                          |  | Telephone & E-mail:                       | Total Fees : \$_1,094.74               |
| 207-415-2122; dan@harmonsbartons.com                  |                          |  | 207 775 2683                              | ισται τ ces , φ <u>_1,02 (74</u>       |
| Current u   | ise (i.e. single fa      | mily) <u>Commercia</u>   |   |  |
| If vacant,  | , what was the           | previous use?  |   | ·                                      |
| Proposed  | l Specific use: <u> </u> | No Change  |   |  |
| ls propert  | ty part of a subdi       | ivision? If yes  | s, please name                            |  |
| Project de  | escription:              |  |   |  |
| Rehabili  | itation/reconst          | ruction of two a   | djacent storefronts.                      |  |
| ho should   | d we contact wh          | en the permit is re  | ady: Andy Garcia                          | ······································ |
|   | 0 Commercial S           |  |   |  |
| ity, State  | & Zip: Portland M        | aine 04101   |   |  |
| -mail Add   | lress: agarcia@r         | nwoodworks.com   |   | ·                                      |
|   | 207 775-2683             | and the second |   |  |
|   |                          |  | antling of an the second 11 1 1 1 1       |  |

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

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

| Digitally signed by Mich          | 24 G Monaghaa   |
|-----------------------------------|---|
| DN: cn=Michael C. Mor             | and an and a second s |
| Signature: Date: 2014.11.26 14:31 |   |
| Oignature, comercial han          | 19-0500 Date: November 21, 2014   |
|                                   |   |

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



# Commercial Interior & Change of Use Permit Application Checklist



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

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

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

- Cross sections w/framing details
  - Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IEEC 2009
- Proof of ownership is required if it is inconsistent with the assessors records.
- Reduced plans or electronic files in PDF format are required.
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

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

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

The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.

Location and dimensions of parking areas and driveways, street spaces and building frontage.

Dimensional floor plan of existing space and dimensional floor plan of proposed space.

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



#### Fire Department requirements.

The following shall be submitted on a separate sheet:

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

Elevators shall be sized to fit an 80" x 24" stretcher.

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

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

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at <u>www.portlandmaine.gov</u>, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

Permit Fee: \$25.00 for the first \$1000.00 construction cost, \$11.00 per additional \$1000.00 cost

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