

Christina Stacey <cstacey@portlandmaine.gov>

FW: Building permit application

Christina Stacey <cstacey@portlandmaine.gov> To: Michael Bunker <michael@shads.com> Cc: Matt Martelle <Matt@bellportmgt.com> Tue, Oct 18, 2016 at 9:12 AM

Sorry it has to be fully enclosed with doors. From the second floor deck to the third floor deck.

On Tue, Oct 18, 2016 at 9:05 AM, Michael Bunker <michael@shads.com> wrote: I have never seen an enclosed tunnel stairwell with a door. That's foolish Matt so no we are not putting doors on an outside stairwell.

This has already taken 10X's longer than it should and cost me thousands of dollars. Enclose the stairwell with a roof and siding and lets get this over with.

- Michael

On Tue, Oct 18, 2016 at 8:56 AM, Matt Martelle <Matt@bellportmgt.com> wrote:

I had intended on fully enclosing as you had requested so that means walls and doors not a tunnel. If we could go with it as a tunnel I would consider it because it would save the owner a bunch of money. Can we build it as a tunnel?

Thanks,

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

Office: 207-774-1400

Direct: 207-807-3335

Fax: 207-358-7226

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From: Christina Stacey [mailto:cstacey@portlandmaine.gov] Sent: Monday, October 17, 2016 11:50 AM To: Michael Bunker Cc: Matt Martelle Subject: Re: Building permit application
Matt,
With regard to the plans, A4 seems to indicate that only the portion of the stairs after the turn will have sides. Is that correct? All stairs above the first floor need to be enclosed, including the longer flight that runs from the second floor deck to the turn.
Are there going to be doors at each end to get into the stairwell, so that it is fully enclosed? Or were you trying to just have it open on the ends, like a tunnel?
Thanks, Chris
On Wed, Oct 12, 2016 at 12:23 PM, Michael Bunker <michael@shads.com> wrote:</michael@shads.com>
Attached
On Wed, Oct 12, 2016 at 11:54 AM, Matt Martelle < <u>Matt@bellportmgt.com</u> > wrote:
Hi Chris,
For some reason I am having issues with the hyperlink you sent through for the form we have to fill out for the third dwelling unit. Can you try it again?
Matt Martelle
Operations Manager
BELL PORT PROPERTY MANAGEMENT
536 Washington Avenue
Portland, Me 04103

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Direct: 207-807-3335

Fax: 207-358-7226

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From: Christina Stacey [mailto:cstacey@portlandmaine.gov]
Sent: Friday, October 07, 2016 2:50 PM
To: Matt Martelle
Cc: Michael Bunker
Subject: Re: Building permit application

That sounds good. Once I have the plans I should be able to sign off for zoning. Then it needs to be looked at by another reviewer to ensure it meets building code requirements.

There is one other piece in all this that I think I have neglected to tell you about. Adding a new dwelling unit also needs Administrative Authorization approval from our planning dept. This is a very simple approval and is usually done within a week or two. You just need to fill out this form and attach your plot plan and e-mail it to planning@portlandmaine.gov. If you can get it to them quickly it should be completed while we finish the building permit review. I apologize for forgetting to tell you about this before.

I will wait for the updated plans.

Thanks, Chris

On Wed, Oct 5, 2016 at 4:21 PM, Matt Martelle <<u>Matt@bellportmgt.com</u>> wrote:

I will revise the drawings and have them back to you tomorrow.

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

Office: 207-774-1400

Direct: 207-807-3335

)16	City of Portland Mail - FW: Building permit application
	Fax: 207-358-7226
	www.bellportmgt.com
	From: Michael Bunker [mailto:michael@shads.com] Sent: Wednesday, October 05, 2016 4:09 PM
	To: Christina Stacey Cc: Matt Martelle
	Subject: Re: Building permit application
	Thanks. You and I have spoken about the "after the fact" stuff and I believe Matt had those drawn in. Those are indeed far enough awY from abutting properties which is great. MATT IF YOU DONT KNOE EXACTLY WHAT SHE NEEDS FOR THR EXISTING DECK THAT THE PREVIOUS OWNER BUILT PLEADR ADK.
	Matt can update the drawing showing siding to the stairs for you and send that back. Once he sends that hoe long until we get approval?
	Thanks,
	Michael Bunker
	SHADS Advertising (o) 800.482.0953 x213
	(c) 207.671.3696
	Sent from my iPhone
	On Oct 5, 2016, at 3:51 PM, Christina Stacey <cstacey@portlandmaine.gov> wrote:</cstacey@portlandmaine.gov>
	Michael,
	I have done a thorough research of the property and discussed the situation with Ann.
	First Leophot find any record that the evicting rear deal/atois system was ever remained by the situation
	First, I cannot find any record that the existing rear deck/stair system was ever permitted by the city,

and it does not appear on the pre-1957 tax card to be considered grandfathered. I suspect a prior owner constructed it without approval. To resolve this, I would recommend e-mailing me a request for "after-the-fact" approval of these on your pending permit. The structures must meet the setbacks of 10 feet from the rear line and 5 feet from side property lines. Based on your existing plot plan, it appears that the structures meet these setbacks, but please confirm.

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As far as the zoning enclosure requirement, it is our interpretation that the new staircase that will run from the 2nd floor to the new top deck must be entirely enclosed with walls & roof, but that you could have an open deck from the stairs to the door. So if you want to revise the plans to depict this, please e-mail them to me and I will move forward. After that, the application will be reviewed for life safety and building code compliance. The plans must meet those codes. If the reviewers for those two codes have questions/concerns they will contact you directly.

Please let me know if you have any further questions.

Best, Chris

On Wed, Oct 5, 2016 at 9:33 AM, Michael Bunker <michael@shads.com> wrote:

Good morning Chris - just circling back again looking for approval.

Appreciate the feedback as always.

- Michael

On Fri, Sep 30, 2016 at 11:56 AM, Michael Bunker <michael@shads.com> wrote:

While you're talking with Ann check on the "no open outside stairways" please. My interpretation is not being open means that it has to be enclosed like every other exterior multi unit stairwell in Portland is. It needs a railing. It needs to be safe so you can't walk off of the edge so it is enclosed. To be enclosed and have walls is absurd.

I went around to all types of 2+ family units, a lot of which were constructed not long ago, metal fire escapes and wood, and none have roofs and none are walled. They have safe railing systems which is normal. They aren't walled.

Thanks for your help

- Michael

On Fri, Sep 30, 2016 at 1:46 PM, Michael Bunker <michael@shads.com> wrote:

Thanks Chris

On Fri, Sep 30, 2016 at 1:44 PM, Christina Stacey <cstacey@portlandmaine.gov> wrote:

Michael,

I will talk about this again with Ann and get back to you soon.

Chris

On Fri, Sep 30, 2016 at 12:07 PM, Michael Bunker <michael@shads.com> wrote:

I read 2.b. saying "No open stairways or fire escapes shall be constructed". So that would mean that Matt will enclose the new stairwell we have been trying to get approved for the past 6 months. Why would he enclose any portion of a deck that is not part of the stairwell?

The stairwell (the entire stairwell) will be enclosed. I don't see any verbiage saying the exterior stairwell to the doorway should be enclosed. It only says "enclosed stairway".

Is this Ann's personal opinion to enclose the stairwell up to the door or is it written in another document that I should read?

- Michael

On Fri, Sep 30, 2016 at 11:58 AM, Christina Stacey <cstacey@portlandmaine.gov> wrote:

This has been the intepretation of the city zoning department as long as this rule has existed, according to my supervisor Ann Machado. The opposite of an open structure would be enclosed, and enclosed means having walls around it. She also told me (and I believe I explained this to you in one of our phone conversations) that it must be enclosed up to the doorway into the apartment, i.e. having an enclosed stairway to an open deck from which the apartment is accessed would not meet her understanding of the rule.

I am happy to look at revised plans when you send them. However the plans also need to be approved for building codes before any permit can be issued.

Chris

On Fri, Sep 30, 2016 at 11:40 AM, Michael Bunker <michael@shads.com> wrote:

Strange 99% of new and old fire escapes and exterior stairwells in Portland which are multi units all don't have walls and they only have railings. So you interpret the word "open" to being "must have walls"? Is that a common interpretation around the world or just your personal interpretation?

Matt, can you draw a line on the side of the stairwell drawing and that send back to Chris today?

Chris once he sends this back can you put a stamp on it within 1 minute since this is the only issue you have? (I'm hoping)

On Fri, Sep 30, 2016 at 11:26 AM, Christina Stacey <cstacey@portlandmaine.gov> wrote:

Michael,

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The section you appealed is Sec 14-136(a)(2)(b) which states that for multi-family dwellings "No open outside stairways or fire escapes above the ground floor shall be constructed." See attached. Our interpretation is that a covered stairway is still considered an "open" stairway which is prohibited. The stairway and entry into the building must be enclosed by walls.

Chris

On Wed, Sep 28, 2016 at 4:18 PM, Matt Martelle <Matt@bellportmgt.com> wrote:

The stairs are just covered. With a wood framed roof and metal corrugated roofing.

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

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From: Michael Bunker [mailto:michael@shads.com] Sent: Wednesday, September 28, 2016 2:40 PM To: Christina Stacey Cc: Matt Martelle Subject: Re: FW: Building permit application

Matt can you reply please?

From my notes Christina - I've gone over this code many of times having to go in front of the planning board of appeals. I don't have the exact words in front of me, but it is something like "all multi family buildings must have exterior fire escapes and stairwells covered". It does not talk about siding at all or electrical lighting being installed.

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It only says that they must be covered / roofed. If I'm confused please send me the correct verbiage again and I can look it over. The drawings sent 6 weeks ago and last week looked completely covered to me though on the exterior stairwell.

- Michael

On Tue, Sep 27, 2016 at 2:23 PM, Christina Stacey <cstacey@portlandmaine.gov> wrote:

Michael,

I've received your updated plans but I'm not sure I'm understanding. Are the stairs going to be fully enclosed with walls or just covered with a metal roof with no side walls?

Thanks, Chris

On Mon, Sep 26, 2016 at 9:01 AM, Michael Bunker <michael@shads.com> wrote:

Good morning Chris - you mentioned on Friday you would reply all that you received these as we have been sitting around another 6 weeks since submitting the revisions now.

Any new ETA?

On Fri, Sep 23, 2016 at 3:31 PM, Matt Martelle <<u>Matt@bellportmgt.com</u>> wrote:

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

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From: Matt Martelle Sent: Monday, August 15, 2016 12:11 PM

To: 'Inspections Building' **Subject:** RE: Building permit application

Please see the attached plans for renovation at 152 Washburn. Maybe the third times the charm!

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

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Direct: 207-807-3335

Fax: 207-358-7226

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From: Matt Martelle Sent: Monday, May 23, 2016 2:19 PM To: 'Inspections Building' Subject: RE: Building permit application

Sorry, let's try this again.

From: bjs@portlandmaine.gov [mailto:bjs@portlandmaine.gov] On Behalf Of Inspections Building Sent: Friday, May 20, 2016 1:36 PM To: Matt Martelle Subject: Re: Building permit application

Matt, all documents need to be separate PDFs and named correctly. Please provide the documents as required and we can continue with the application.

On Fri, May 20, 2016 at 1:32 PM, Matt Martelle <<u>Matt@bellportmgt.com</u>> wrote:

Please see the additions to the plans.

Thanks,

Matt

From: bjs@portlandmaine.gov [mailto:bjs@portlandmaine.gov] On Behalf Of Inspections Building Sent: Wednesday, May 11, 2016 9:07 AM To: Matt Martelle Subject: Re: Building permit application

The Permitting & Inspections Department has received your application, has done a preliminary completeness check of your documents and entered the application in our system. An invoice has been attached to this e-mail. Payments can be made by mail, in person, or online at Pay your Invoice Please reference the Application ID number when submitting your payment. This number is found at

the top of your invoice. Your total amount due is: \$710

This is not an approval of your permit. Work cannot commence until the permit is issued. Once paid, for your convenience, you can review the status of your permit on line: http://www.portlandmaine.gov/792/Permit-Status

NOTE: Review on this application cannot take place until the previously requested/required documentation has been received by our office.

On Wed, May 11, 2016 at 8:53 AM, Inspections Building <buildinginspections@portlandmaine.gov> wrote:

Matt

All applications must show right, title & interest for the proposed work. The owner information on your application does not match what is on the assessor's information for ownership of this property. Right, title & interest can be proven in a number of ways; providing documentation showing the changing of ownership (usually by providing a copy of the first page of the purchase and sales agreement, if this is a lease, then a copy of the lease showing they have right, title, and interest to do the work performed, or a letter or note expressing approval from the owner. Your application will stay on hold until this information has been received.

On Wed, May 11, 2016 at 8:51 AM, Inspections Building <buildinginspections@portlandmaine.gov> wrote:

Hi Matt

If you are creating stairs and entry ways, plans are required for the whole project. Please review the checklist again. All stairs and landings need to be shown as structure plans. If you are creating a new door, a framing plan is required. Finally, if you are changing out any windows or doors, window or door schedules are required. This permit will not be reviewed until this is received.

On Fri, May 6, 2016 at 2:18 PM, Matt Martelle <<u>Matt@bellportmgt.com</u>> wrote:

Please see my attached Permit application and plans.

Thanks,

Matt Martelle

Operations Manager



536 Washington Avenue

Portland, Me 04103

Office: 207-774-1400

Direct: 207-807-3335

Fax: 207-358-7226

www.bellportmgt.com

--

Regards,

Doreen, Brad, and Emily

City of Portland, Department of Permitting and Inspections

Phone: (207) 874-8703 Email: <u>buildinginspections@portlandmaine.gov</u> URL: http://www.portlandmaine.gov/754/Applications-Fees

Office Hours: Monday – Friday 8:00AM- 4:00PM

Regards,

Doreen, Brad, and Emily

City of Portland, Department of Permitting and Inspections Phone: (207) 874-8703 Email: <u>buildinginspections@portlandmaine.gov</u> URL: http://www.portlandmaine.gov/754/Applications-Fees

Office Hours: Monday - Friday 8:00AM- 4:00PM

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Regards,

Doreen, Brad, and Emily

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Michael Bunker

VP Business Development

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Chris Stacey - Zoning Specialist

Permitting & Inspections Department

City of Portland 389 Congress St. Portland, ME 04101 (207) 874-8695 cstacey@portlandmaine.gov

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