

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND

# BUILDING PERMIT

This is to certify that JANET V GUNN

Located At 118 EMERY ST

Job ID: 2012-06-4376-ALTR

CBL: 062- C-016-001

has permission to addition of second means of egress (Two Family Residence).  
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 the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

08/14/2012

\_\_\_\_\_  
**Fire Prevention Officer**

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD

## BUILDING PERMIT INSPECTION PROCEDURES

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

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**
  1. Footings/Setbacks prior to pouring concrete
  2. Close In Elec/Plmb/Frame prior to insulate or gypsum
  3. Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

**City of Portland, Maine - Building or Use Permit Application**

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

Job No: 2012-06-4376-ALTR	Date Applied: 6/29/2012	CBL: 062- C-016-001	
Location of Construction: 118 EMERY ST	Owner Name: JANET V GUNN	Owner Address: 118 EMERY ST PORTLAND, ME 04102	Phone: 207-313-1466
Business Name:	Contractor Name: Brian Knowton	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG - Building	Zone: R-6
Past Use: Two family	Proposed Use: Same - two family - create second means of egress by connecting existing decks with stairs	Cost of Work: 3000.00	CEO District:
		Fire Dept: 8/13/12 Signature: <i>Brian Knowton</i> (SB)	Inspection: Use Group: RS Type: SB IRC, 2009 (MURBEC) Signature: <i>[Signature]</i>
Proposed Project Description: addition of second egress		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Gayle		<b>Zoning Approval</b>	

<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 informatin may invalidate a building permit and stop all work.</p>	<p><b>Special Zone or Reviews</b></p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetlands <i>US 1 section 14-433 for near setback</i></p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM</p> <p>Date: <i>OK w/ conditions 7/10/12 ASH</i></p>	<p><b>Zoning Appeal</b></p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p><b>Historic Preservation</b></p> <p><input type="checkbox"/> Not in Dist 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 <i>8/9/12</i></p> <p><input type="checkbox"/> Denied</p> <p>Date: <del>7-17-12</del> <i>8/9/12</i> <i>Robert Wiener</i></p>
	<b>CERTIFICATION</b>		

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

98-0726 - Invariant

Historic of  
Per Dec. A.

2012 06 4376

R1  
Historic



# 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: <u>118 Emery St, 04102</u>		
Total Square Footage of Proposed Structure/Area	Square Footage of Lot	Number of Stories
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#	Applicant: (must be owner, lessee or buyer) Name Address City, State & Zip	Telephone:
<u>062      C      016</u>		
Lessee/DBA  <b>RECEIVED</b> <b>JUN 29 2012</b> Dept. of Building Inspections City of Portland Maine	Owner: (if different from applicant) Name <u>Janet V. Gunn</u> Address <u>118 Emery St.</u> City, State & Zip <u>Portland, Me 04102</u>	Cost of Work: \$ <u>3000</u> C of O Fee: \$ _____ Historic Review: \$ _____ Planning Amin.: \$ _____ Total Fee: \$ <u>50.00</u>
Current legal use (i.e. single family) <u>2-unit</u> Number of Residential Units <u>2</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>residential</u> Is property part of a subdivision? <u>no</u> If yes, please name _____ Project description: <u>addition of second-egress outside stairs (see drawings &amp; photos)</u>		
Contractor's name: <u>Brian Knowton</u> Email: _____ Address: <u>retired ship carpenter</u> City, State & Zip _____      Telephone: _____ Who should we contact when the permit is ready: <u>Janet Gunn</u> Telephone: <u>313-1466</u> Mailing address: <u>118 Emery St. Portland, Me 04102</u>		

Please submit all of the information outlined on the applicable 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 or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

and 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: Janet V. Gunn      Date: 6/29/12

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

Gunn Residence

118 Emery

3<sup>rd</sup>

Stairs: Rise 8 W=33-lower 3/upper

Run 10

upper Landing 40x31

Lower 10 Risers

upper 13 Risers

1<sup>st</sup> Floor Stairs 5-8 H.R.

EXISTING Joists Nailed to sheathing w/ brackets

New upper landing. 34x76

Guard / Handrails ?

UPPER Staircase <sup>(New)</sup> sig. out of level

All attachments in shear.

No Joist hangers

07/23/2012 09:49



07/23/2012 09:49





07/23/2012 09:34





07/23/2012 09:37



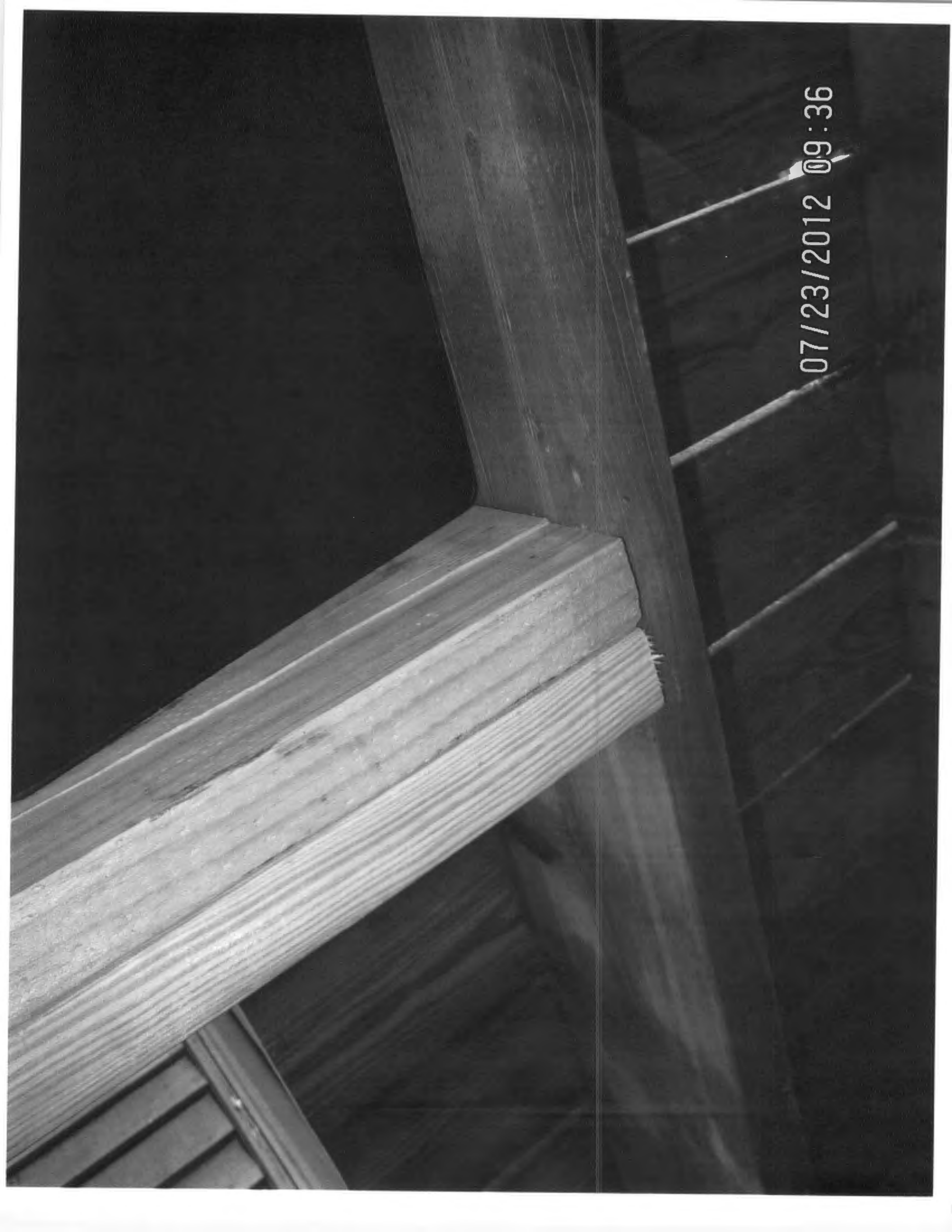
07/23/2012 09:35



07/23/2012 09:59



07/23/2012 09:36

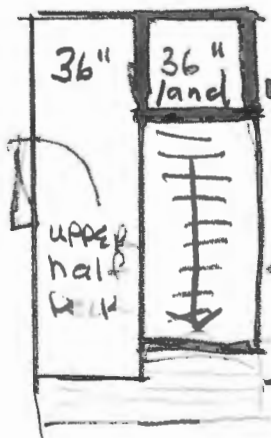


07/23/2012 09:34





**Changes In Bold**



Top Down view  
UPPER DECK  
36" X 36" EXTENSION  
ADDED

Stairs  
DOWN

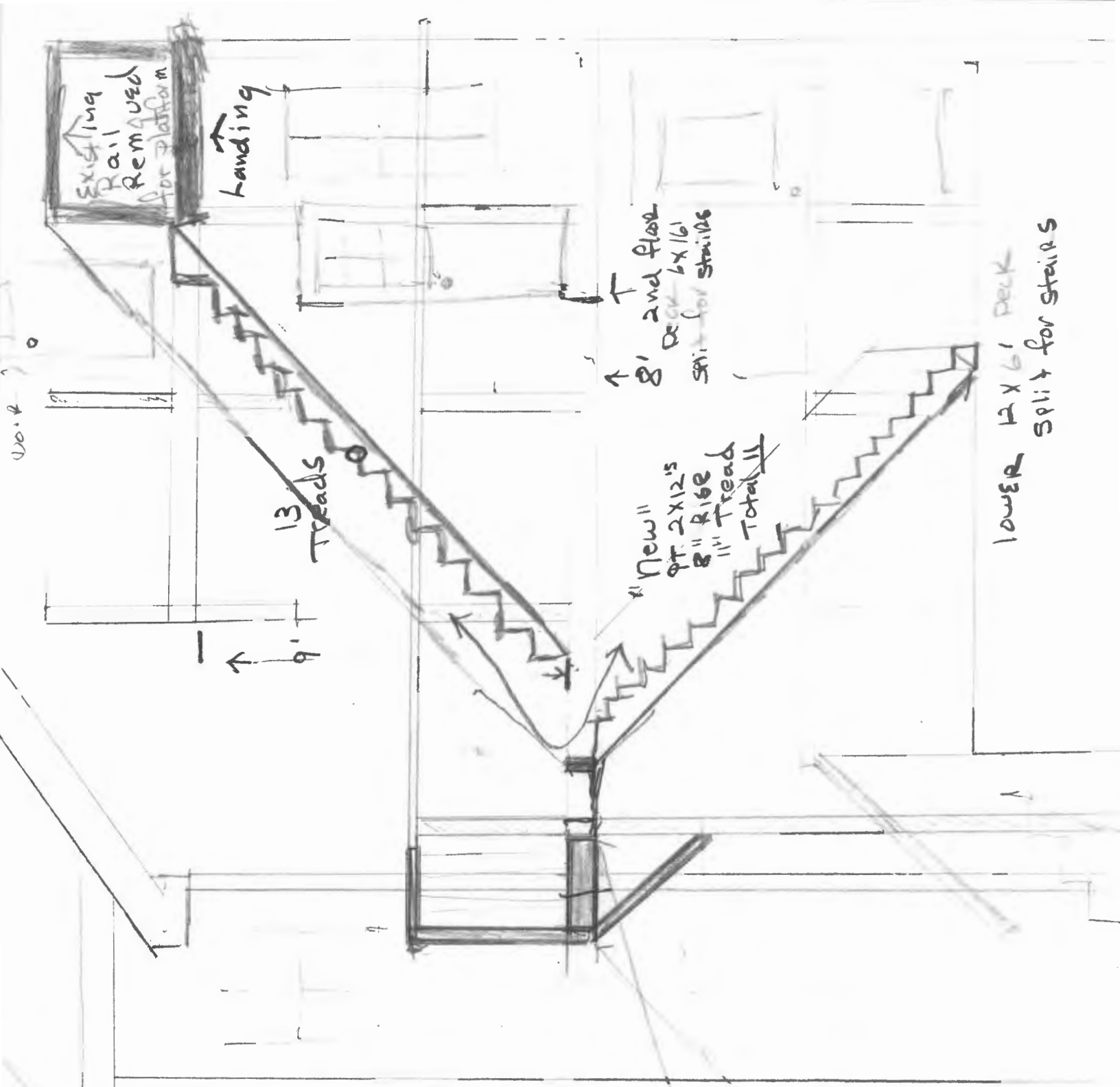
lower deck

Deck

Stair 28" Total  
14" at Back  
at L for turnaround

1st floor Stairs  
Inside & 2nd floor  
Outside with 36"  
Square landing  
added for stairs TOP  
DECK

Driveway Bay! →



8' 2nd floor  
Deck 6x16  
split for stairs

"New"  
2x12's  
8" Rise  
8" Tread  
Total 11

lower 12x61 Deck  
split for stairs



28 June 2012

To: City of Portland Planning Board  
From: Janet Gunn  
Re: Retroactive Building Permit

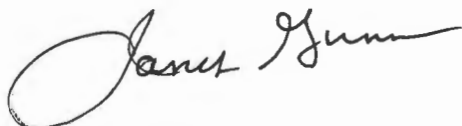
I have owned my West End property at 118 Emery for the last fifteen years during which time I have made a number of major improvements both inside and outside the building. I'm proud of being such a good steward of my property on the basis of my adjunct professor's salary along with the rental of my first-floor unit and my savings. Of course, I bought the building just before prices skyrocketed in April, 1998.

Improvements I have made have included new roofing, installing a new kitchen and bath in my first-floor rental unit, and establishing a back garden with added fencing. In fact, my half of the double frame Victorian was featured in a historic district publication that served to illustrate the contrast between my updated and enhanced side of the building and the side owned by others that lagged behind in its deteriorating post-World War II shingles.

The current project I am in the process of completing is a back stairway that will provide a second means of egress from my third floor where I have a study and guest quarters. The other two floors have had two means of egress from the beginning.

The new stairs were designed by my retired ship carpenter to fit the current footprint of the already existing back porch and connect it to balconies off the second and third floors. In keeping within that footprint, I wrongly assumed the stairs meant to connect the three levels would not require a new permit. I have been viewing the project as an additional safety feature for me, now a 75-year old retired professor, and my occasional guests.

I am enclosing my carpenter's construction plan along with a series of photos I have had taken to illustrate the work that has been completed. I hope these items, along with the report made by Code Enforcement Office Chuck Fagone, will result in a retroactive permit.

A handwritten signature in cursive script that reads "Janet Gunn". The signature is written in black ink and is positioned at the bottom left of the page.

**Jonathan Rioux - Re: Fwd: FW: Fire & Safety Memo and Transmittal**

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**From:** Tammy Munson  
**To:** Levine, Jeff; Pirone, Chris; Smith, Stephen; Wallace, Benjamin; West...  
**Date:** 8/8/2012 9:18 AM  
**Subject:** Re: Fwd: FW: Fire & Safety Memo and Transmittal

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Can we all meet to discuss this prior to moving forward?

>>> Benjamin Wallace 8/7/2012 2:39 PM >>>

Good afternoon,

The Chief and I have had the opportunity to review the proposal and we're comfortable with Mark Cumming's recommendations which represent generally accepted practices for occupied buildings undergoing construction. The following conditions are to be made absolutely clear:

1. No demo activities will take place on the occupied guest floors.
2. Any demo taking place on the first and second floors will be separated from areas open to common egress areas with closed doors and walls; and dust control measures are to be put into place to prevent the travel of construction dust from these areas and/or inadvertent fire alarm activation.
3. The common and egress areas of the first and second floor and the exit stairs shall not be used for any storage purposes.
4. Sprinkler, standpipe, fire alarm systems and at least one elevator with firefighter service shall remain 100% operational, with the exception of automatic detectors above the seventh floor, so long as residential tenants continue to occupy the building.
5. All provisions of the *Fire Prevention Program Manual* for this job are to be in effect, including all necessary fire watch(es).

Thanks,  
Ben

Lt. Benjamin Wallace Jr.  
Fire Prevention Officer  
Portland Fire Department  
380 Congress Street  
Portland, Maine 04101  
(207)874-8400  
wallaceb@portlandmaine.gov

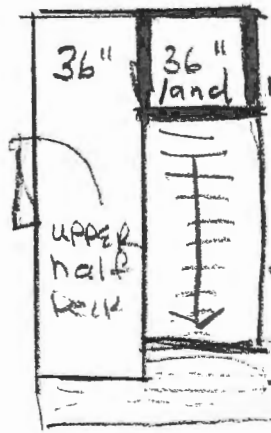
>>> Danielle West-Chuhta (Danielle West-Chuhta) 8/7/2012 9:00 AM >>>

I think this is an issue - especially since when we were working out their demolition/close the sidewalk plan - they stressed how unsafe the demolition phase would be - so I cannot imagine having people in the building during this process is a good idea.

Thanks,

Danielle

**Changes In Bold**



Top Down view  
UPPER DECK  
36" X 36" Extension  
Added

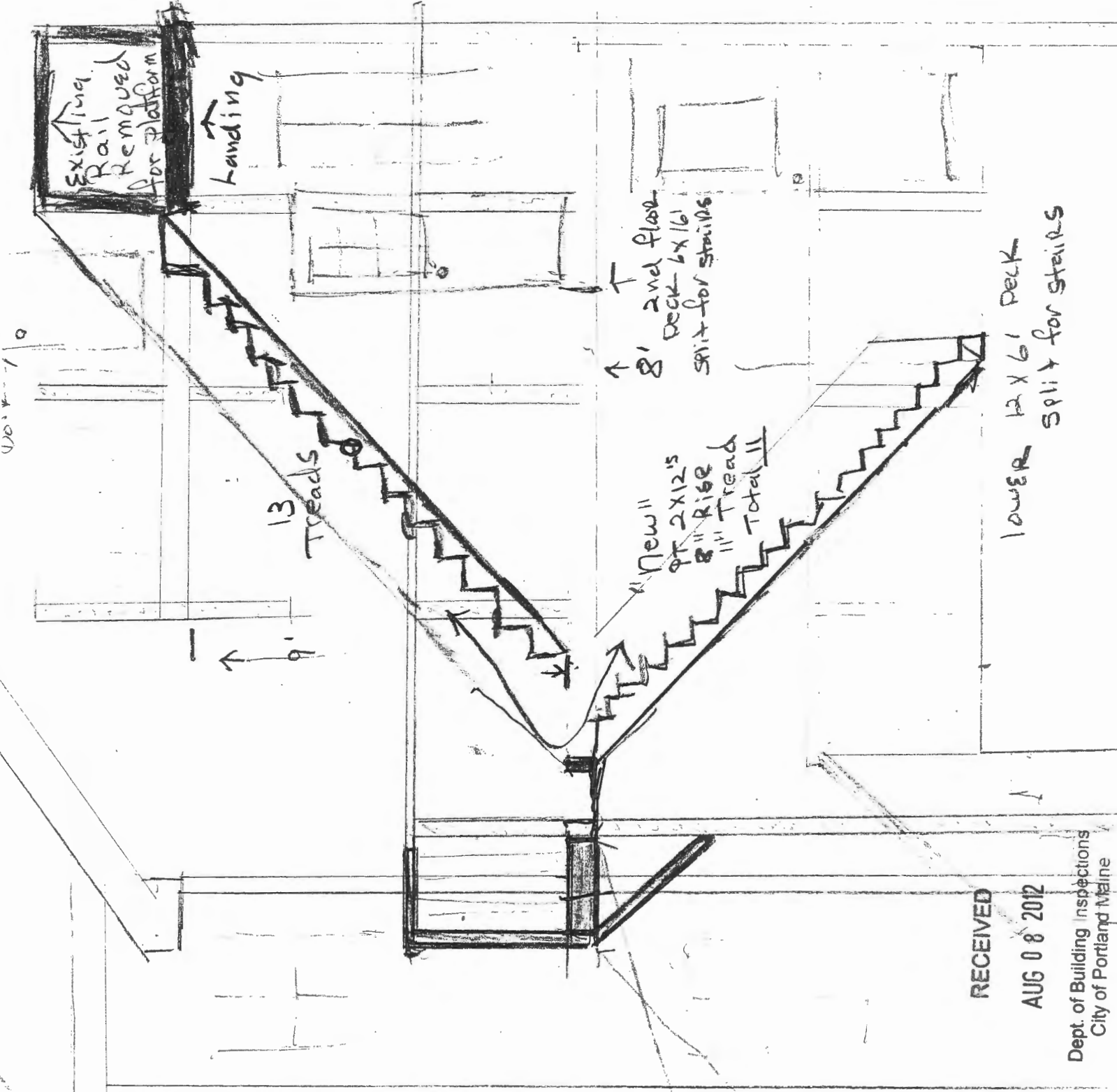
Stairs  
Down

lower Deck

Deck  
Extend 28" Total  
14" at Back  
of L for turnaround

1st floor Stairs  
Inside & 2nd floor  
Outside with 36"  
Square landing  
Added for stairs Top  
Deck

Driveway Back



8' 2nd floor  
Deck 6x16  
Split for stairs

New 1/2"  
PT 2x12's  
8" Rise  
Tread  
Total 11

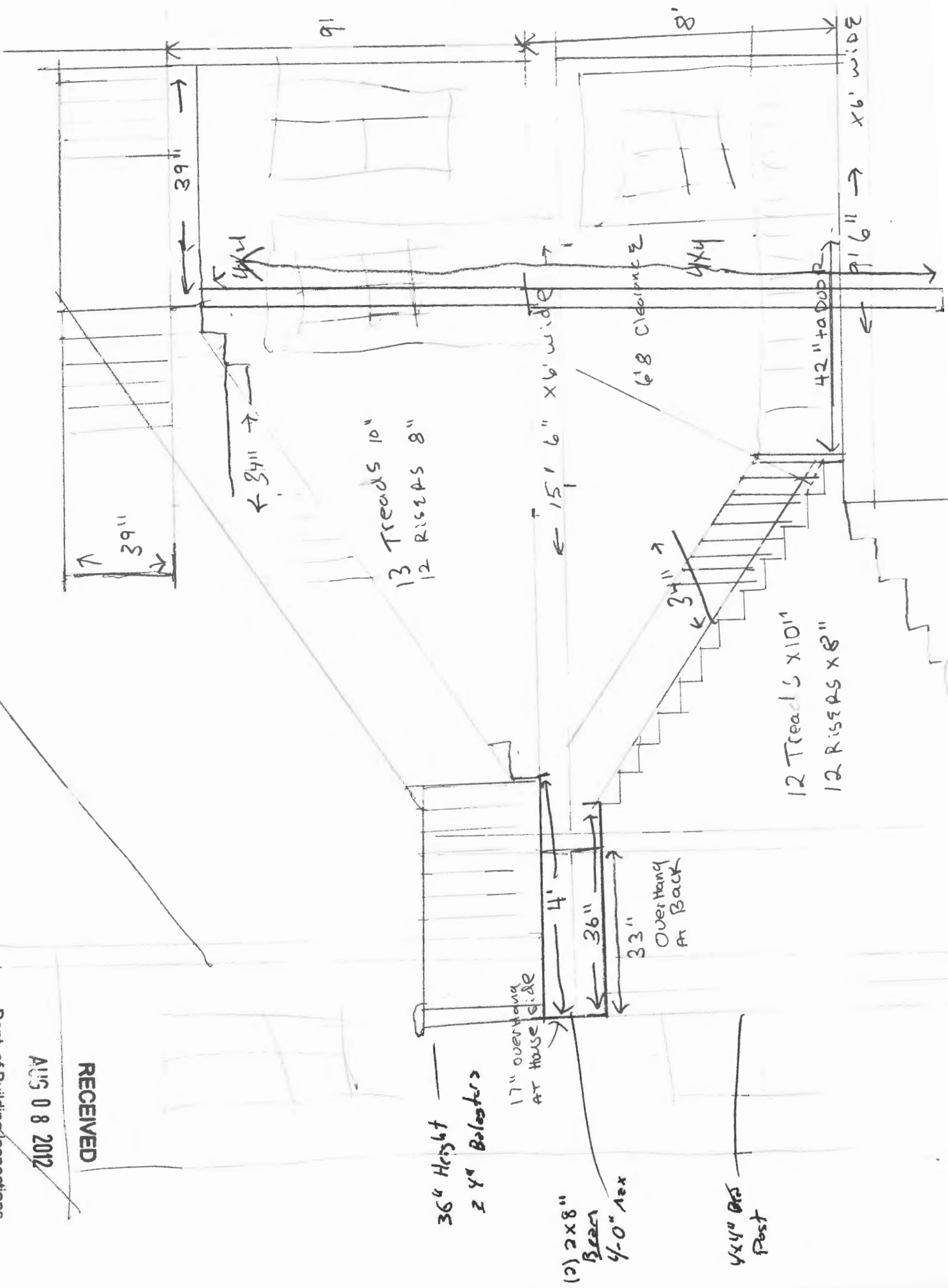
Lower 12x61 Deck  
Split for stairs

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AUG 08 2012

Dept. of Building Inspections  
City of Portland Maine



**RECEIVED**  
**AUG 08 2012**  
Dept. of Building Inspections  
City of Portland Maine



13 Treads 10"  
12 RISES 8"

12 Treads 10"  
12 RISES 8"

33"  
Overhang  
at  
Back

17" overhang  
at  
front

2x8 @ 16"  
joists

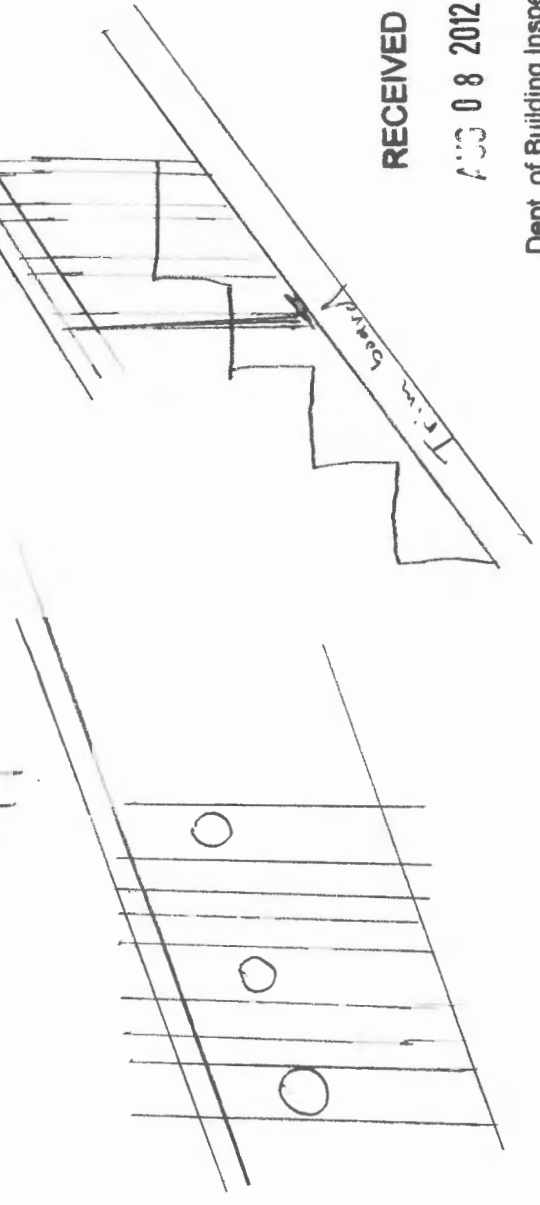
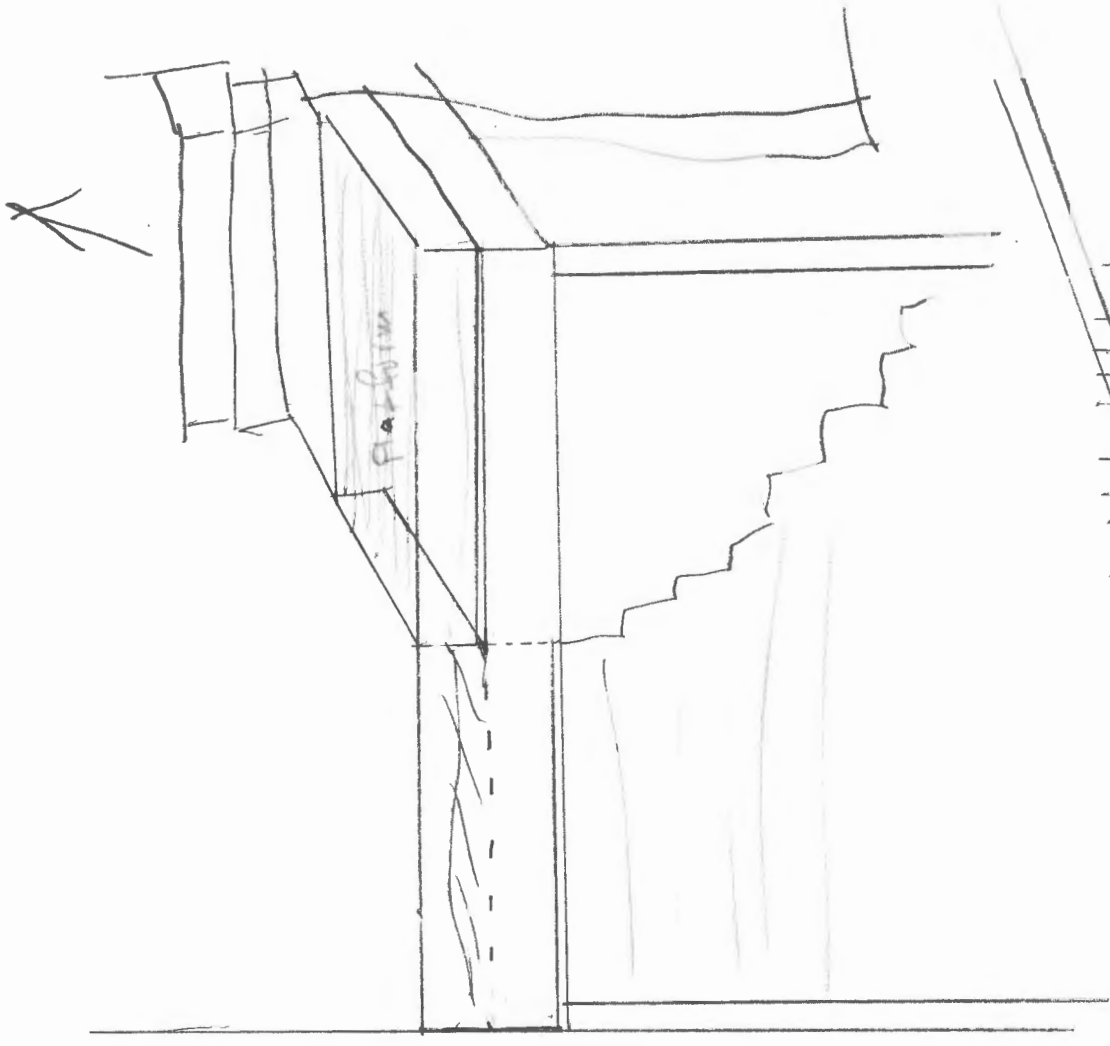
2x8 @ 16"  
joists

2x8 @ 16"  
joists

RECEIVED

AUG 08 2012

Dept. of Building Inspections  
City of Portland Maine



RECEIVED

AUG 08 2012

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City of Portland Maine





**RECEIVED**

**AUG 0 8 2012**

**Dept. of Building Inspections  
City of Portland Maine**



**RECEIVED**

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City of Portland Maine



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

Receipts Details:

Receipt Header:

**Cashier Id:** Ldobson

**Receipt Date:** 7/30/2012

**Receipt Number:** 46456

Receipt Details:

Referance ID:	7429	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	0.00	Charge Amount:	2180.00
Job ID: Job ID: 2012-07-4561-ALTCOMM - Cumb Cty Civic Ctr. Demo NW Corner & Site Work			
Additional Comments: Cumberland County Civic Ctr			

Thank You for your Payment!



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Additional Comments: Cumberland County Civic Ctr			

Thank You for your Payment!





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Receipts Details:

**Tender Information:** Cash  
**Tender Amount:** 50.00

Receipt Header:

**Cashier Id:** gguertin  
**Receipt Date:** 6/29/2012  
**Receipt Number:** 45536

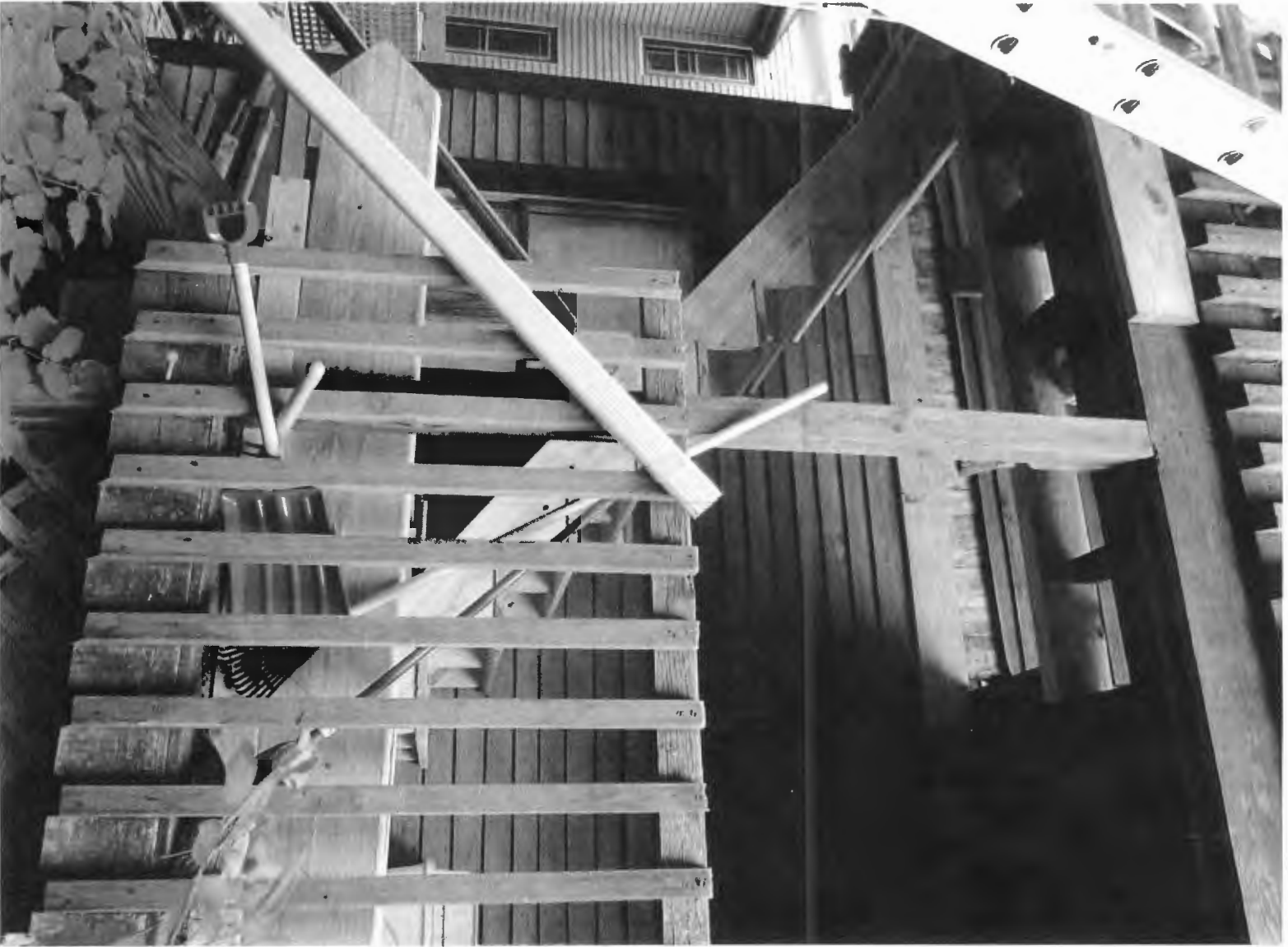
Receipt Details:

Referance ID:	7104	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	50.00	Charge Amount:	50.00
Job ID: Job ID: 2012-06-4376-ALTR - addition of second egress			
Additional Comments: 118 Emery St. Janet Gunn			

Thank You for your Payment!

Janet Gunn  
118 Emery

New back stairs  
almost complete.  
Railings and support  
posts to be added



As seen from (1)  
Garden:  
First set of stairs  
built on back porch  
and hugging side  
of house

Janet Gunn  
118 Emery



Also seen from foot ②  
of back porch stairs.  
In background: old  
set of neighbor's stairs

Janet Gunn  
118 Emery



As seen from back  
deck with garden  
and fencing in the  
background

③

Janet Gunn  
118 Emery



new area for  
landing at top  
of first set of  
stairs and  
allowing for the  
turn around to  
ascend second  
set of stairs  
Railing removed  
and will be  
rebuilt.

(4)

Janet Gunn  
118 Emery



(6)  
Second set of  
stairs beginning  
at new landing  
and extending  
from the porch/terrace  
off my second floor  
kitchen door  
(In background neighbor's  
old stairs on other  
side of my old  
waffle screen)



Janet Gunn  
118 Emery

Flooring to  
be completed /  
current railing  
to be opened  
and added to  
flooring



Top of second (6)  
set of stairs to be  
part of small balcony  
off my guest quarters  
on the first floor  
Changes over railings,  
a set of attachment  
metal wings I never  
felt were safe to  
use to ascend to  
my the second  
level period )

Janet Gamm  
118 Emery



Second set of ①  
stairs to third  
floor balcony  
as seen from  
my garden. Current  
flooring to remain  
on the second  
floor porch/terrace

