



February 22, 2016

Jeanie Bourke, CEO/LPI/Plan Reviewer

City of Portland  
Planning & Urban Development Dept./ Inspections Division  
389 Congress St. Rm 315  
Portland, ME 04101

Re: Building Permit Application  
32 Thomas St Apartments  
26 Thomas St.

Dear Jeanie,

In support of 32 Thomas St LLC's application for Building Permit approval please accept this supplemental letter that addresses the "Fire Department's Requirements" for the submission. We have noted EXIT, Travel Distance and Fire Extinguisher criteria / location on the submitted plans. The remaining requirements are noted below.

Contact info for Applicant and Architect

Applicant:  
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c/o Fred LaMontange  
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Authorized agent for the Applicant  
Garrison Consulting  
Matthew Winch, Architect  
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Portland, ME 04103  
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Architect:  
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Matthew Winch, Architect  
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Brief Summary of proposed use:

The renovation of the Parish House at the Williston West complex proposes 5 residential dwelling units (as apartments) and a small 2,500 SF +/- ground floor office / business use. This business use is per the Conditional Use granted to the property previously by the city. We are proposing 1 ground floor dwelling unit (Unit #1) and across the existing second and third floor we are proposing an additional 4 units (Units#2-5). Each of these units while varyin in size will all be 2-story units. All of these units stack vertically over one another. There is however a small access hallway into Unit #4 that falls directly below some of the second floor bathroom space of Unit #5. Fire protection notations for this area is shown on the floor plans and ceiling plans respectively.

Square Footage info:

Change of Use & Renovation / expansion within existing – 4,600 sf footprint 3-story Parish House on the former Williston West Church complex (26-36 Thomas Street). The existing building area of the Parish House is approximately 11,450 SF of existing floor area. The ground floor useable area is approximately 4,600SF and the second floor is about 4,200 SF of useable area. The existing useable third floor area is 2,650SF. There are two double height spaces opening the third floor down to the second. One framed as a traditional mezzanine has an opening of approximately 600 SF, the other is a more traditional atrium type space. While there are a series of window openings to the floor below, this space (called Memorial Hall) is separated from the use on the third floor. This second open area is roughly 650 SF.

We are proposing to infill the majority of the mezzanine area with a new infill floor framing system to help create the new residential apartment units proposed for the building. Across this newly framed area will be the second floor of Unit #3, Unit #4 and Unit #5 area. The completed building area will become approximately 12,050 SF of useable area across all three floors (Ground Floor – 4600 SF, Second Floor 4200SF and Third Floor 3250SF)

Fire Protection:

Today there is no sprinkler system in the existing Parish House or Sanctuary of the original 1880's circa church. We are proposing a full "13" system that will be monitored and supervised. This full system will be across all three floors and spaces to provide proper sprinkler cover to each sleeping room as well as all appropriate connecting spaces throughout the renovated structure. This will include the crawl space areas beneath the ground floor level where required by relevant portions of the sprinkler code.

Life Safety Plan:

Given the rather straightforward nature of the plan submittal, life safety information has been shown on a supplemental code plan. Fire ratings where required are illustrated, Travel distances are shown for each egress path within the residences to the EXIT access enclosure. We have also shown the travel distance for the office use. EXIT sign locations, smoke detectors, pull stations and essential ceiling plane information is noted on the reflected ceiling plans.

NFPA 101 and IBC 2009 Code Summary (IBC Items in **BOLD and underlined**):

Use Type – (Mixed) Business & New Apartment Buildings / **BUSINESS & RESIDENTIAL2**  
Occupant Load (Based on actual) – Max 14 for office per Conditional Zoning agreement & 6 per dwelling unit / **SAME AS NFPA.**

Means of Egress – 1 required for office, 1 provided, 1 required for each dwelling unit, 1 provided / **SAME AS NFPA. Utilizing single means of egress criteria in both NFPA and IBC which allows a single exit under certain measured criteria.**

Means of Egress Components:

Doors – not less than 32", all doors provided 32" - 36" openings / **SAME AS NFPA.**

Stairs – Min 44" width with 7" rise and 11" tread for all egress stairs. Internal dwelling unit stairs are allowed 36" width with 7 ½" risers and 10" treads / **SAME AS NFPA.**

Hallways – 42" (existing) allowed for spaces under 50 person capacity / **36" ALLOWABLE**

Means of egress remoteness: Not applicable / **NOT APPLICABLE**.

Travel Distance:

Travel distance from Apartment door to exit. 150' with sprinkler / **200'-0**

MAX Travel within Dwelling unit to EXIT access enclosure 125'-0" (with sprinkler) / **75'-0"**,

**there is no sprinkler increase**

Common Path – No Requirement / **NOT RESTRICTED**

Dead end Corridor – 50'-0" / **NOT RESTRICTED**

Illumination of Means of Egress – Existing artificial lighting provides the minimum requirements / **NONE REQUIRED**

Emergency Lighting – Required / **REQUIRED**

Protection of vertical openings – 1 hour rated wall assemblies and smoke separation to separate two story EXIT enclosure in sprinkled building / **SAME AS NFPA**

Detection, Alarm and Communication – Required per 9.6 (see Reflected Ceiling Plans) / **Only horn strobes in bedrooms. Smokes & CO detectors in hallways**

Portable fire extinguishers – none / **SAME AS NFPA**

Kitchen Extinguishing – None required / **NONE REQUIRED**

Separation of dwelling units – 1-hour rated wall assemblies, reduction to 30 minutes allowable in sprinklered buildings / **SAME AS NFPA**

EXIT enclosures – 1-hour rated assemblies in a sprinklered building / **SAME AS NFPA**

Separation of uses – 1 hour rated assemblies in a sprinklered building / **SAME AS NFPA**

If there are any questions regarding this submittal please do not hesitate to contact us.

Sincerely,



Matthew G Winch  
Principal