



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>11 Baxter Blvd., Portland, Maine 04101</u> | | |
| Total Square Footage of Proposed Structure/Area | Square Footage of Lot <u>22345</u> | Number of Stories <u>2</u> |
| Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>112-F-004-001</u> | Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>William C. Rowell Family LP</u> Address <u>122 Codman Street</u> City, State & Zip <u>Portland Maine 04103</u> | Telephone: <u>(207) 772-3033</u> |
| Lessee/DBA (If Applicable) | Owner (if different from Applicant) Name Address City, State & Zip | Cost Of Work: \$ <u>12,000.00</u> C of O Fee: \$ _____ Total Fee: \$ <u>140.00</u> |
| Current legal use (i.e. single family) <u>Office</u> Number of Residential Units <u>none</u> If vacant, what was the previous use? <u>Office</u> Proposed Specific use: <u>Office</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: | | |
| Contractor's name: <u>Brian Hall Construction</u> Address: <u>655 Main Street</u> City, State & Zip <u>Gorham, Maine 04038</u> Telephone: <u>(207) 899-6835</u> Who should we contact when the permit is ready: <u>Michael E. Rowell</u> Telephone: <u>(207) 772-3033</u> Mailing address: <u>122 Codman Street, Portland, Maine 04103</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, 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.

Signature: Michael E. Rowell Date: August 29, 2011

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

August 27, 2011
122 Codman Street
Portland, Maine 04103
Tel. (207) 772-3033
www.mrowell@maine.rr.com

Building Permits
City of Portland
Congress Street
Portland, Maine

Dear Sirs:

11 Baxter Boulevard is a two story steel frame building build in 1931 for industrial use. In 1987 and 1988 it was renovated from the bricks out, and the second floor was devoted to office use. At that time all the windows and electrical systems were replaced, insulation installed, air conditioning added, a hydraulic Otis elevator added and many other improvements made. Since then many further upgrades have been made all with city permits.

The current renovations are intended to prepare the space for the particular needs of Catholic Charities of Maine, and are relatively minor in nature. They do not involve any load bearing walls, exterior walls or structure.

First, at the Northern end of the space, it is proposed to install two small partitions and doors to control access between the waiting area and the offices. One of these will be a commercial glass door. In adjacent walls we will add two sliding glass windows. We will also add a door between the large reception office and a smaller office.

Second, In the middle of the space, it is proposed to remove a non load bearing wall between two ten by nine foot offices to create a larger single office.

Third, at the South end of the space, it is proposed to create two new offices in what is now a large open space.

All of this work will be consistent with the other structures in the space; and all of the new doors will be offer wheelchair access in accordance with Catholic Charities needs.

Sincerely,



Michael E. Rowell for
The William C. Rowell Family
Limited Partnership

PROPOSAL

Brian Hall
Hall Construction
655 Main St.
Gorham, Me. 04038
207-899-6835

DATE 8/12/11
JOB NAME
Catholic Charities Maine
P.O. Box 10660
Portland, Me. 04104

We hereby submit specifications and estimates for: Building a 21'x 19'6" conference room, moving one door and replacing a broken door at 11 Baxter Boulevard in Portland, Me.

| | |
|---|-------------|
| Hammond Lumber Co. Materials for 3 walls, 2 doors, insulation and fasteners. | \$ 640.86 |
| Brian Hall Construction: Labor for demo, framing, insulating, and installing doors. | \$ 2,850.00 |
| Rick Williams Drywall: Labor and materials for tapping sheet-rock 3 coats and sand ready for paint. | \$ 1,210.00 |
| MLC Electric: Labor and materials for taking care of wires and switches in demoed walls Installing 2 outlets and 2 empty boxes for data, and 1 new circuit for new outlets. (Any extras will be billed at materials plus \$50.00 per man hour.) | \$ 1,400.00 |
| Baxter Acoustics: Labor and Materilas for re-working the ceilings around the demoed walls. | \$ 450.00 |
| Sub total | \$ 6,550.86 |
| Contractors 10% | \$ 655.08 |

Not Included: Permitting, plumbing, heating/hvac, sprinklers, flooring, or painting.

Note: Any changes or deviations to the proposal due to city approval, landlords, or tenants will require a change order, and will be extra.

We **Propose** hereby to furnish material and labor -complete in accordance with the above specifications, for the sum of: Total \$7,205.94

Payment to be made as follows: ½ of the total for a down payment, and the rest upon completion of the.

All material is guaranteed to be as specified. All work to be copleted in a professional manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will be an extra charge above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

PROPOSAL

Brian Hall
Hall Construction
655 Main St.
Gorham, Me. 04038
207-899-6835

DATE 8/12/11
JOB NAME
Cardente Real Estate
322 Fore St.
Portland, Me. 04101

We hereby submit specifications and estimates for: Building a 21'x 19'6" conference room, moving one door and replacing a broken door at 11 Baxter Boulevard in Portland, Me.

| | |
|--|-------------|
| Hammond Lumber Co. Materials for 2 walls, 2 doors, insulation and fasteners. | \$ 846.41 |
| Brian Hall Construction: Labor for framing, insulating, and installing doors. | \$ 1,850.00 |
| Rick Williams Drywall: Labor and materials for tapping sheet-rock 3 coats and sand ready for paint. | \$ 750.00 |
| MLC Electric: Cost for re-locating 4 lights, installing 1 new outlet in each of the new walls and empty boxes for data wires. (Any extras will be billed at materials plus \$50.00 per man hour.) | \$ 700.00 |

| | |
|-----------------|-------------|
| Sub total | \$ 4,146.41 |
| Contractors 10% | \$ 414.64 |

Not Included: Permitting, plumbing, heating/hvac, sprinklers, flooring, or painting.

Note: Any changes or deviations to the proposal due to city approval, landlords, or tenants will require a change order, and will be extra.

We Propose hereby to furnish material and labor -complete in accordance with the above specifications, for the sum of:

Total \$4,561.05

Payment to be made as follows: ½ of the total for a down payment, and the rest upon completion of the.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will be an extra charge above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

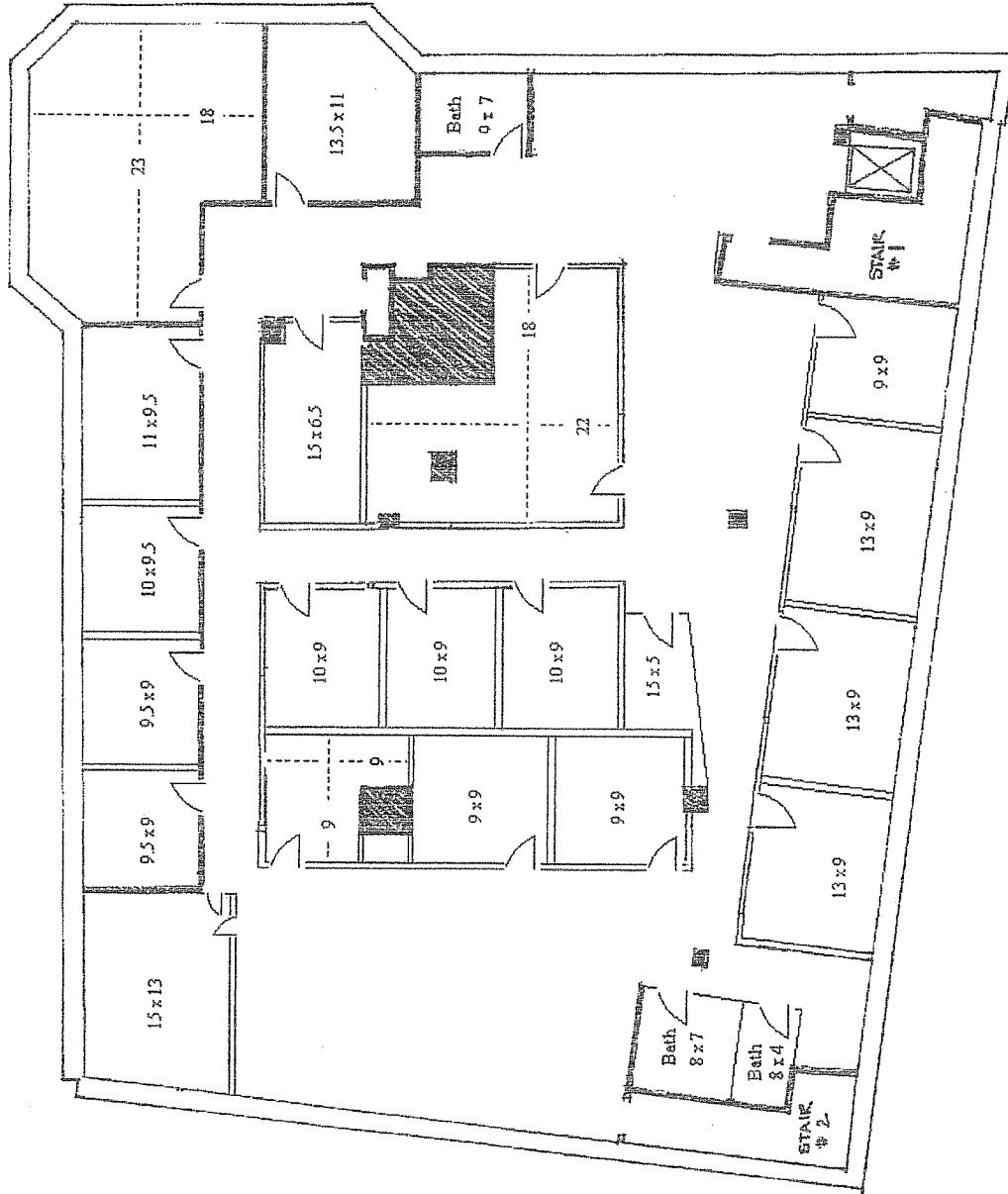
Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
Signature _____

Date of Acceptance: _____

Original/Current

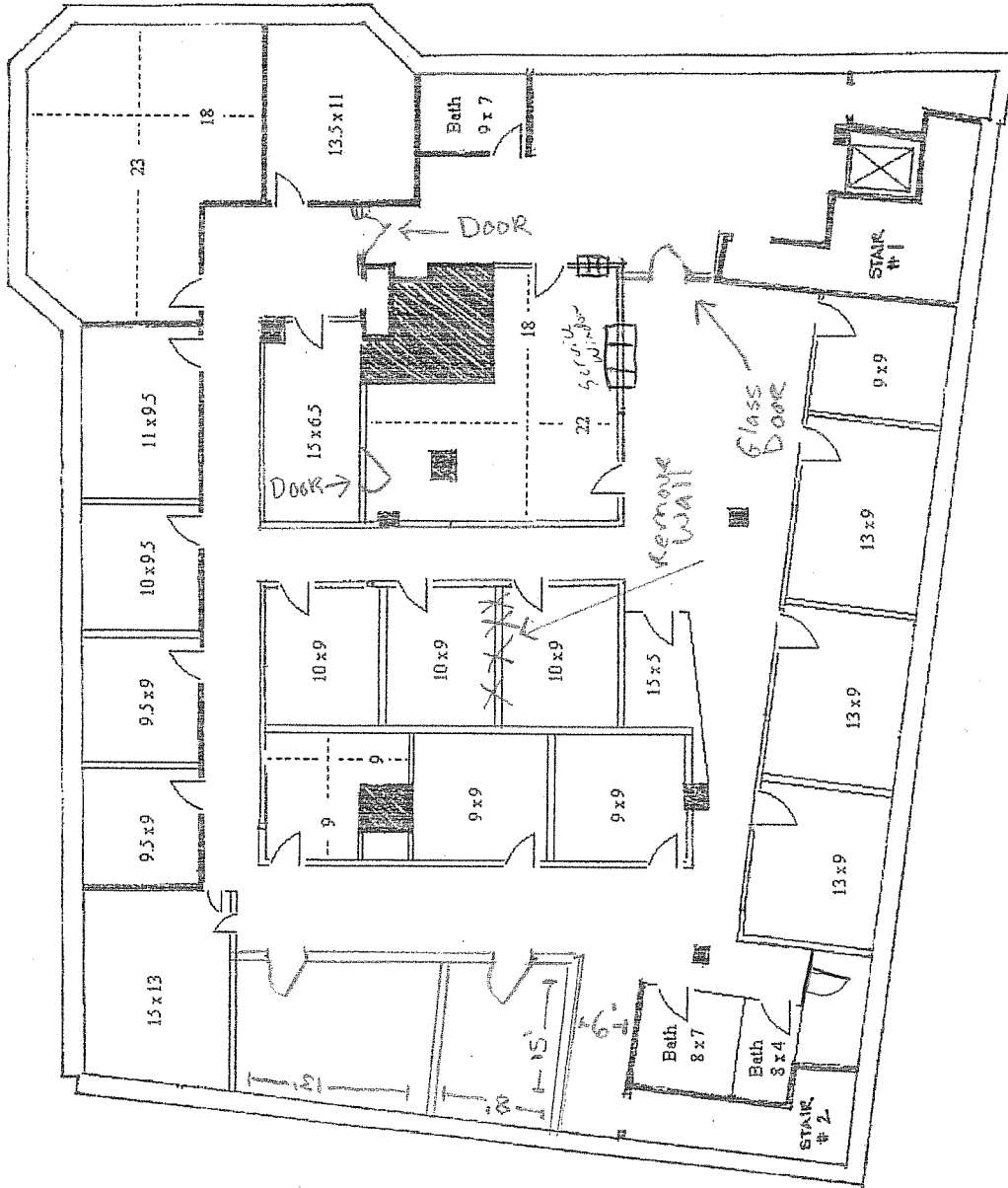
11 Baxter Blvd.



* Not to scale

Build out

11 Baxter Blvd.



* Not to scale

Fire Department

The proposed changes to 11 Baxter Boulevard and minor and should not involve safety issues. They involve installing entry doors to separate the waiting area from the general office space, removing a partition to convert two small offices into a single larger office, and adding two new offices in an open area. None of these changes affects the entry and exits.

The building currently has fire stairs at the northeast and southeast corners, fire extinguishers, emergency lights and exit signs as shown on the attached plan. I do not believe that any part of the second floor is more than 100feet from a fire stairs. The second floor is also served by a 2500 lb. rated Otis hydraulic elevator that is fully inspected, registered and maintained.

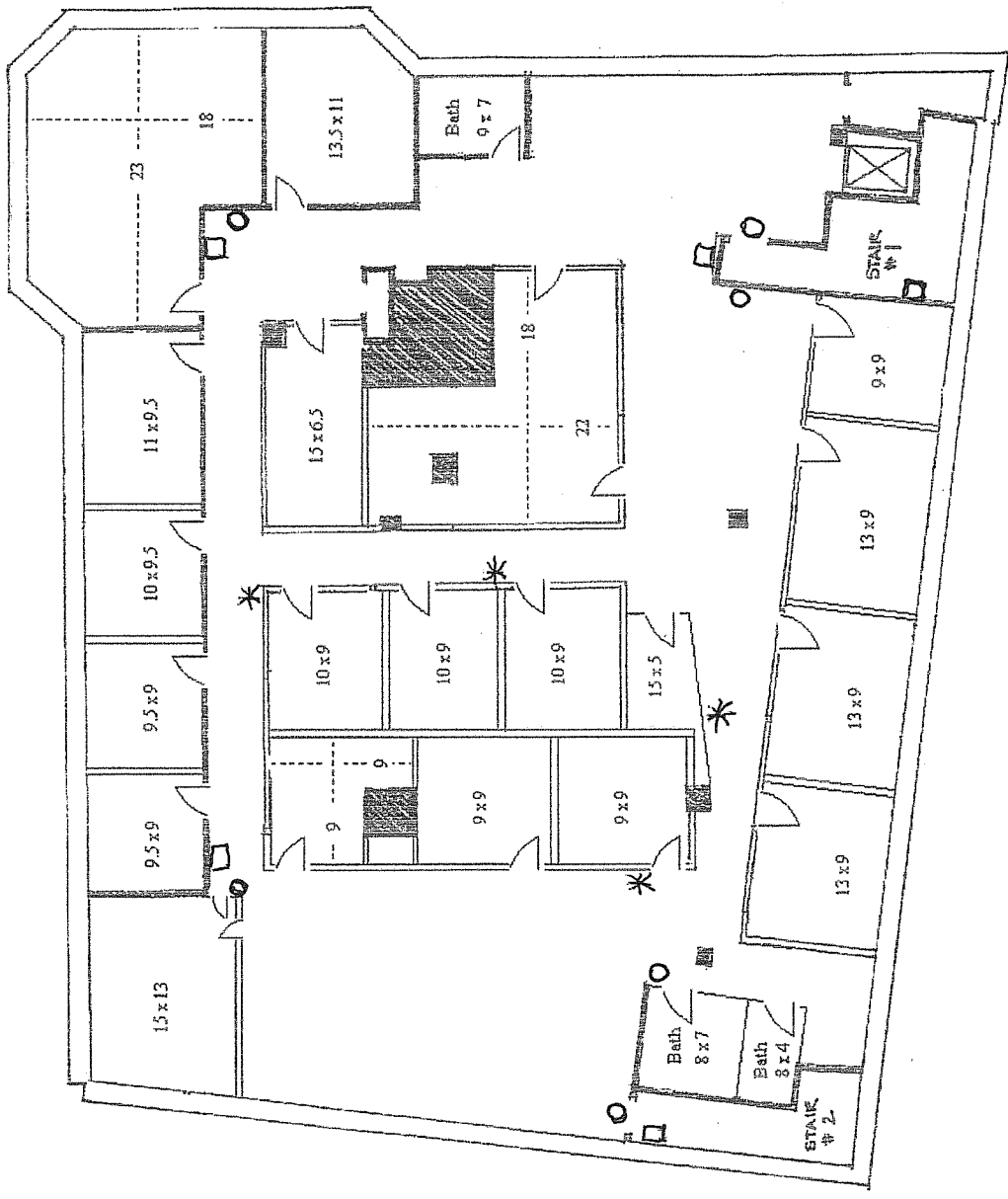
Per agreement with the fire department in 1931 and confirmed in 1988, the second floor is not sprinkled.

Current exit signs, emergency lights and extinguishers

Original/Current

11 Baxter Blvd.

- exit signs
- emergency lights
- * extinguishers



* Not to scale