

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

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

<b>Permit No:</b> 09-1276	<b>Issue Date:</b>	<b>CBL:</b> 116 B025001
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<b>Location of Construction:</b> 440 FOREST AVE	<b>Owner Name:</b> MCR COMMERCIAL INTERESTS	<b>Owner Address:</b> 440 FOREST AVE	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Hughes Kraft	<b>Contractor Address:</b> 41 Warren Ave Cape Elizabeth	<b>Phone:</b> 2077740110
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	<b>Zone:</b> B2b

<b>Past Use:</b> Commercial - Professional Office (real estate)	<b>Proposed Use:</b> Commercial - Professional Office (Counseling/psychotherapy) interior renovations office to office	<b>Permit Fee:</b> \$100.00	<b>Cost of Work:</b> \$8,000.00	<b>CEO District:</b> 2
<b>Proposed Project Description:</b> interior renovations office to office		<b>FIRE DEPT:</b> w/ conditions 12/1/09	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: B Type: SB IPB-2003
		Signature: <i>[Signature]</i> (202)		Signature: <i>[Signature]</i> MB 12/7/09
<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>				
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied				
Signature: _____ Date: _____				

<b>Permit Taken By:</b> I.dobson	<b>Date Applied For:</b> 11/12/2009	<b>Zoning Approval</b>		
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<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 information 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"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Denied</p> <p>Date: <i>11/12/09</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 checked="" type="checkbox"/> Not in District 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 type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>[Signature]</i></p>
	<p><b>RECEIVED</b></p> <p>DEC - 7 2009</p> <p>Dept. of Building Inspections City of Portland Maine</p>		

**CERTIFICATION**

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

**BUILDING PERMIT INSPECTION PROCEDURES**

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

**to schedule your inspections as agreed upon**

**Permits expire in 6 months, if the project is not started or ceases for 6 months.**

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

**By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.**

**A Pre-construction Meeting will take place upon receipt of your building permit.**

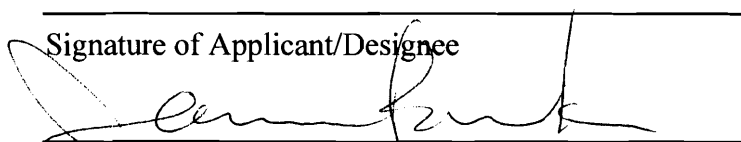
  X   **Framing/Rough Plumbing/Electrical: Prior to Any Insulating or drywalling**

  X   **Final inspection required at completion of work.**

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

**If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

**CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.**

\_\_\_\_\_  
Signature of Applicant/Designee  
  
\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date  
12/7/09  
\_\_\_\_\_  
Date

**RECEIVED**

DEC -7 2009

Dept. of Building Inspections  
City of Portland Maine

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

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<b>Business Name:</b>	<b>Contractor Name:</b> Hughes Kraft	<b>Contractor Address:</b> 41 Warren Ave Cape Elizabeth	<b>Phone</b> (207) 774-0110
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	

<b>Proposed Use:</b> Commercial - Professional Office (Counseling/psychotherapy) interior renovations office to office	<b>Proposed Project Description:</b> interior renovations office to office
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 11/12/2009

**Note:** **Ok to Issue:**

- 1) Separate permits shall be required for any new signage.
- 2) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Jeanine Bourke      **Approval Date:** 12/07/2009

**Note:** **Ok to Issue:**

- 1) Fire doors (60min) are required at all doors in common halls or stairs, 1 egress size window required per bedroom.
- 2) Hardwired interconnected battery backup smoke detectors shall be installed in all bedrooms, protecting the bedrooms, and on every level.
- 3) All penetrations between commercial space and dwelling unit and common areas shall be sealed & protected with approved firestop materials, and recessed lighting/vent fixtures shall not reduce the (2 hour) required rating per Sec. 712 of IBC
- 4) Permit approved based on the plans submitted and reviewed w/owner/contractor, with additional information as agreed on and as noted on plans.
- 5) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm or HVAC or exhaust systems. Separate plans may need to be submitted for approval as a part of this process.
- 6) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Ben Wallace Jr.      **Approval Date:** 12/01/2009

**Note:** **Ok to Issue:**

- 1) Separate electrical and fire alarm permits are required.
- 2) Mixed residential and business use. A commercial fire alarm system is required.
- 3) Business use shall be separated from residential use by 1-hour listed assemblies.
- 4) All construction shall comply with NFPA 101

**Comments:**

12/1/2009-jmb: Spoke with Ben W., confirmed there is a 2nd floor residential unit. Spoke with Marge S. As this is not indicated on zoning, she found a letter from the sign permit in 2002 stating that the 2nd floor was a mortgage office. This will need to be a change of use.

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<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	

12/2/2009-jmb: Spoke with Hughes K., he will submit the deed, and info for the change of use and CO fee. Also, the only room that has the ceiling removed to the floor joists is the rear right, this will need insulation and 2 layers of type x 5/8 SR for a 2hr fire barrier rating. All other ceilings will get 1 layer of the same. The skylights are deleted, we discussed sealing penetrations, and some minor details noted on the plans. He will submit a 2nd floor plan as well.

12/7/2009-jmb: Received new application from Marge for change of use for the 2nd floor apartment and associated documents. Ok to issue



# 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>440 FOREST AVE.</u>		
Total Square Footage of Proposed Structure/Area <u>980</u>	Square Footage of Lot <u>1882.</u>	Number of Stories <u>2</u>
Tax Assessor's Chart, Block & Lot Chart# <u>116</u> Block# <u>B</u> Lot# <u>25</u>	Applicant * <u>must be owner, Lessee or Buyer*</u> Name <u>HUGHES KRAFT/MARY McVEY</u> Address <u>41 WARREN AVE</u> City, State & Zip <u>CAPE ELIZ., ME 04107</u>	Telephone: <u>207-774-0110</u> <u>207-450-7002.</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address <u>N/A.</u> City, State & Zip	Cost Of Work: \$ <u><del>48,000</del></u> C of O Fee: \$ Total Fee: \$ <u>100</u>
Current legal use (i.e. single family) <u>Professional</u> Number of Residential Units <u>ONE</u> <u>2nd FL.</u> If vacant, what was the previous use? <u>Real Estate Office</u> Proposed Specific use: <u>Counselling/Psychotherapy Offices.</u> <u>C of Use</u> Is property part of a subdivision? <u>NO.</u> If yes, please name Project description: <u>Interior Renovations office</u>		
Contractor's name: <u>HUGHES KRAFT</u> NOV 12 2009 Address: <u>41 WARREN AVE</u> City, State & Zip <u>CAPE ELIZABETH ME 04107</u> Dept. of Building Inspection <u>207-774-0110</u> City of Portland Maine Telephone: Who should we contact when the permit is ready: <u>SAME</u> Mailing address: <u>SAME</u>		

**RECEIVED**

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.

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: Hughes Kraft. Date: 11-10-09.

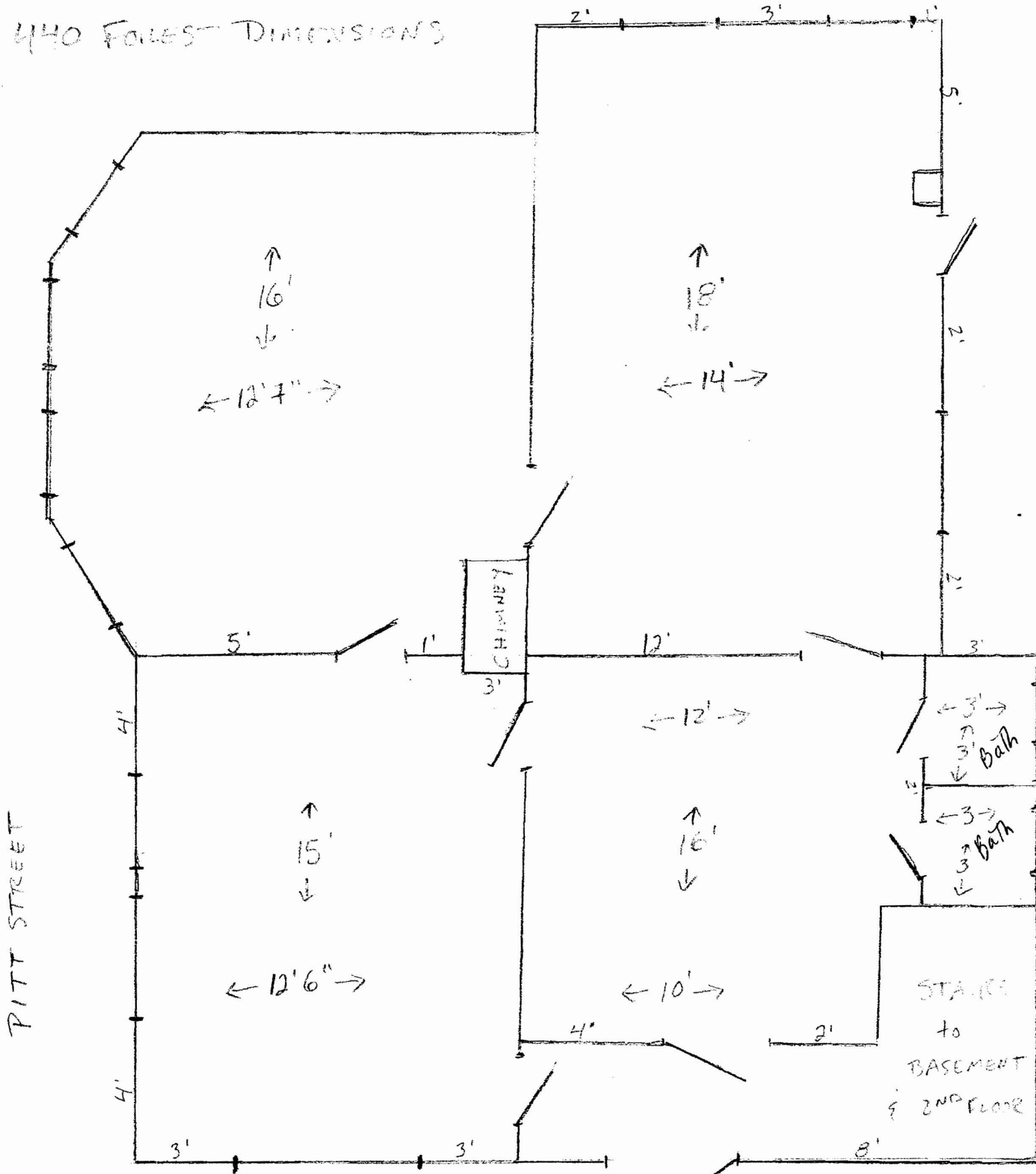
This is not a permit; you may not commence ANY work until the permit is issue

## Commercial Interior - Permit Application Checklist

These are the proposed changes for 440 Forest Ave 1st floor:

- 13019 per Hughes K.*
- 1) Insulate all exterior walls with ~~R20~~ value fiberglass insulation. Sheetrock all walls with half inch sheet rock.
  - 2) Close off ~~three~~<sup>2</sup> doors. Frame with 2 x 4 studs and sheet rock over openings.
    - 2a) Relocate door - hang pre made door sized 36" w x 84" h.
  - 3) Install two Anderson Windows - double hung sized 2'9" w x 3'1" h.
  - 4) Install two overhead fixed skylights. Sized 2' w x 3' h.
  - 5) Replace exterior door with door sized 36" w x 84" h.
  - 6) Bathroom reconfigured. Propose to combine the two small bathrooms (each 3' x 3') into one and move the interior wall two feet. This would create a new bathroom (6' x 5').
    - 6a) Toilet and sink relocated as indicated on diagram.
    - 6b) Radiator relocated as indicated.
    - 6c) Bathroom door will be pre made sized 36" w x 84" h to swing out.
    - 6d) Wall built will be 3'6" w x 8' h. Framed with 2"x4", insulated and sheet rocked over with half inch.
    - 6e) A ceiling header will be installed where the old wall was. It will be comprised of two 2'x10' boards 7' feet in length.
  - 7) Remove and re-sheet rock (half inch) the ceiling in this office. It will include R30 insulation in the ceiling.

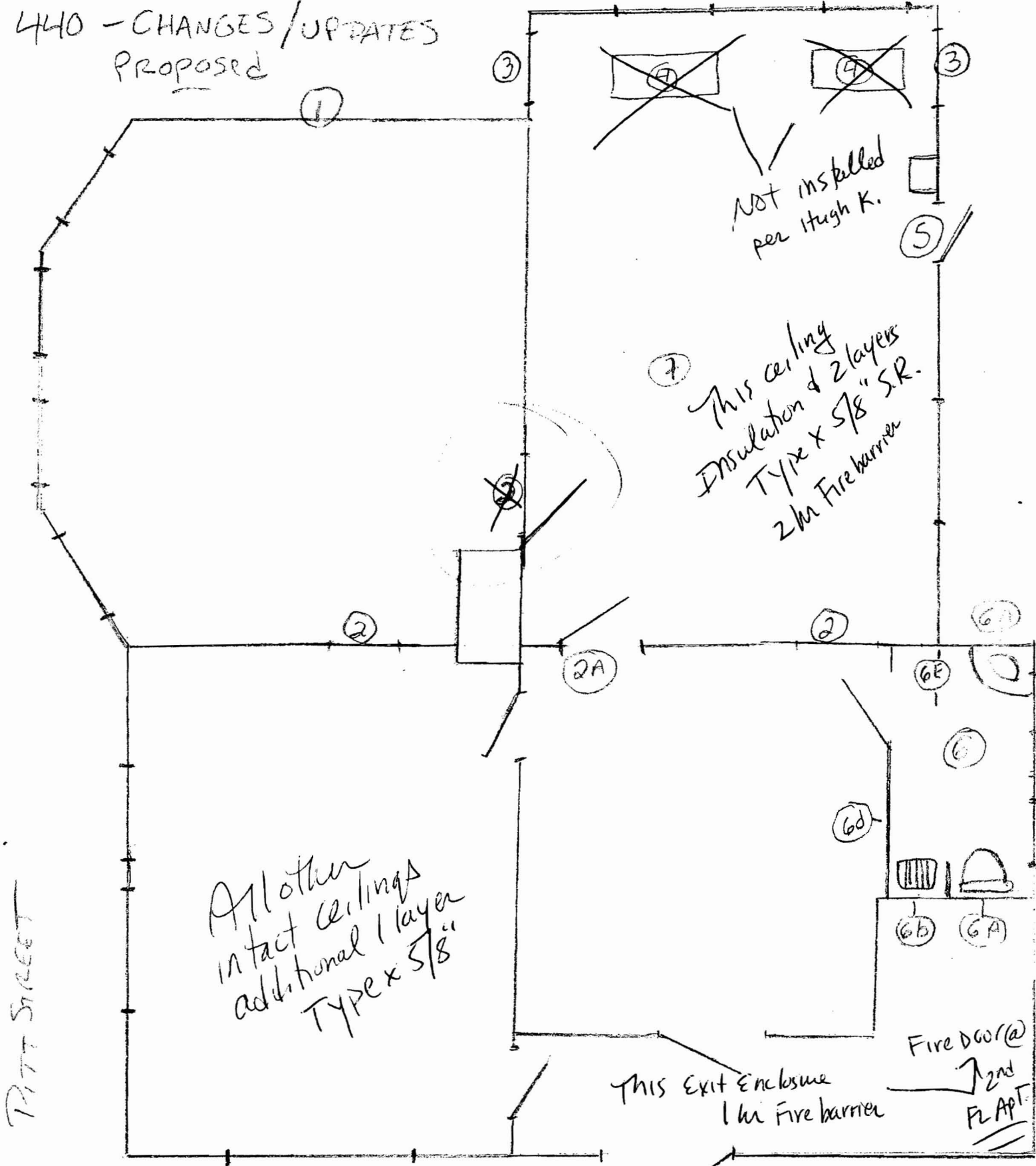
# 440 FOREST DIMENSIONS



Existing

FOREST AVE

440 - CHANGES / UPDATES  
PROPOSED



NOT installed  
per Hugh K.

7  
This ceiling  
Insulation & 2 layers  
Type X 5/8" S.R.  
2hr Fire barrier

All other  
intact ceilings  
additional 1 layer  
Type X 5/8"

This Exit Enclosure  
1hr Fire barrier

Fire Door @  
2nd  
FL APT.

Notes per  
Tel / con w/ Hugh K.  
12/2/09

FOREST AVE.



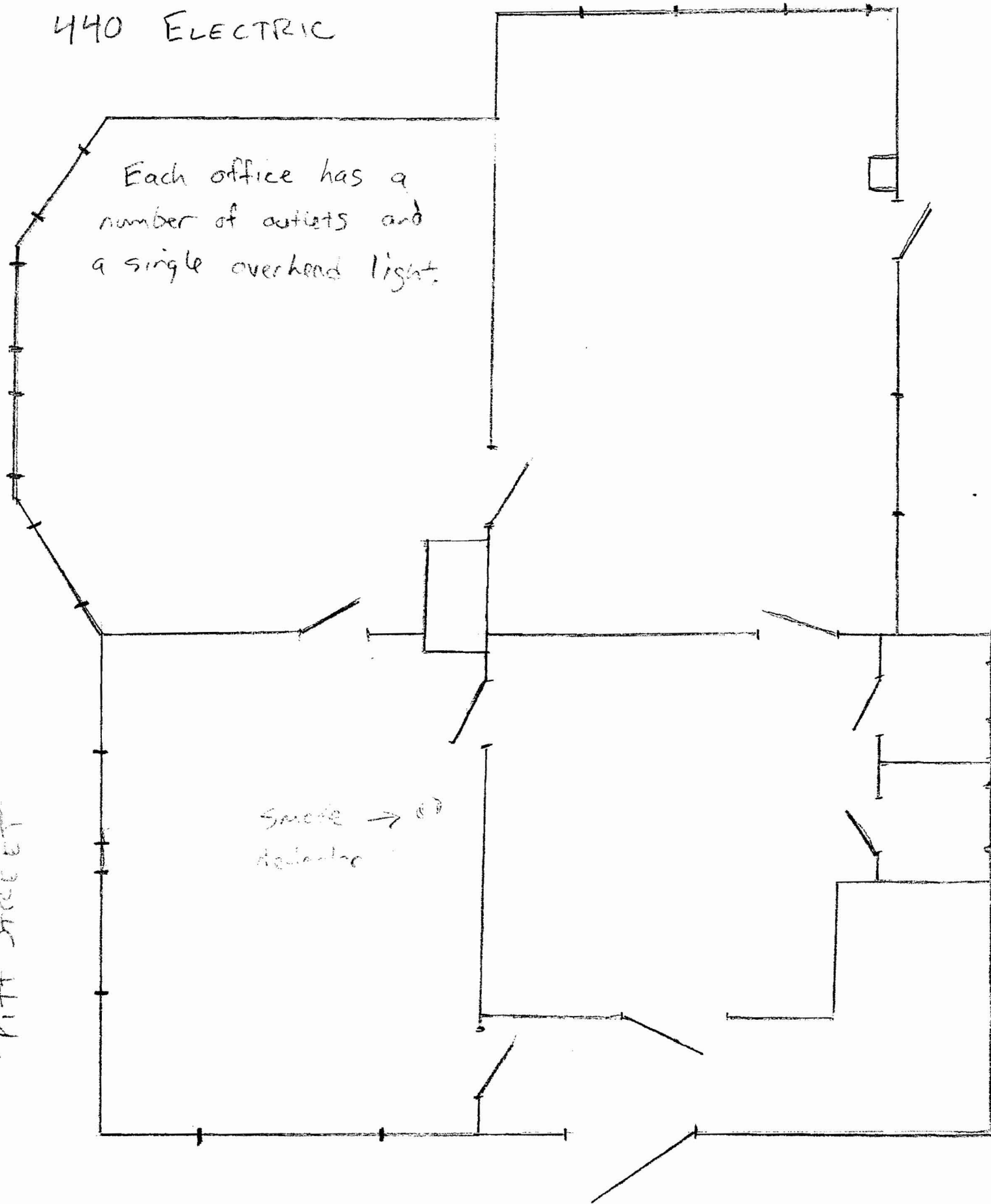
# 440 ELECTRIC

Each office has a number of outlets and a single overhead light.

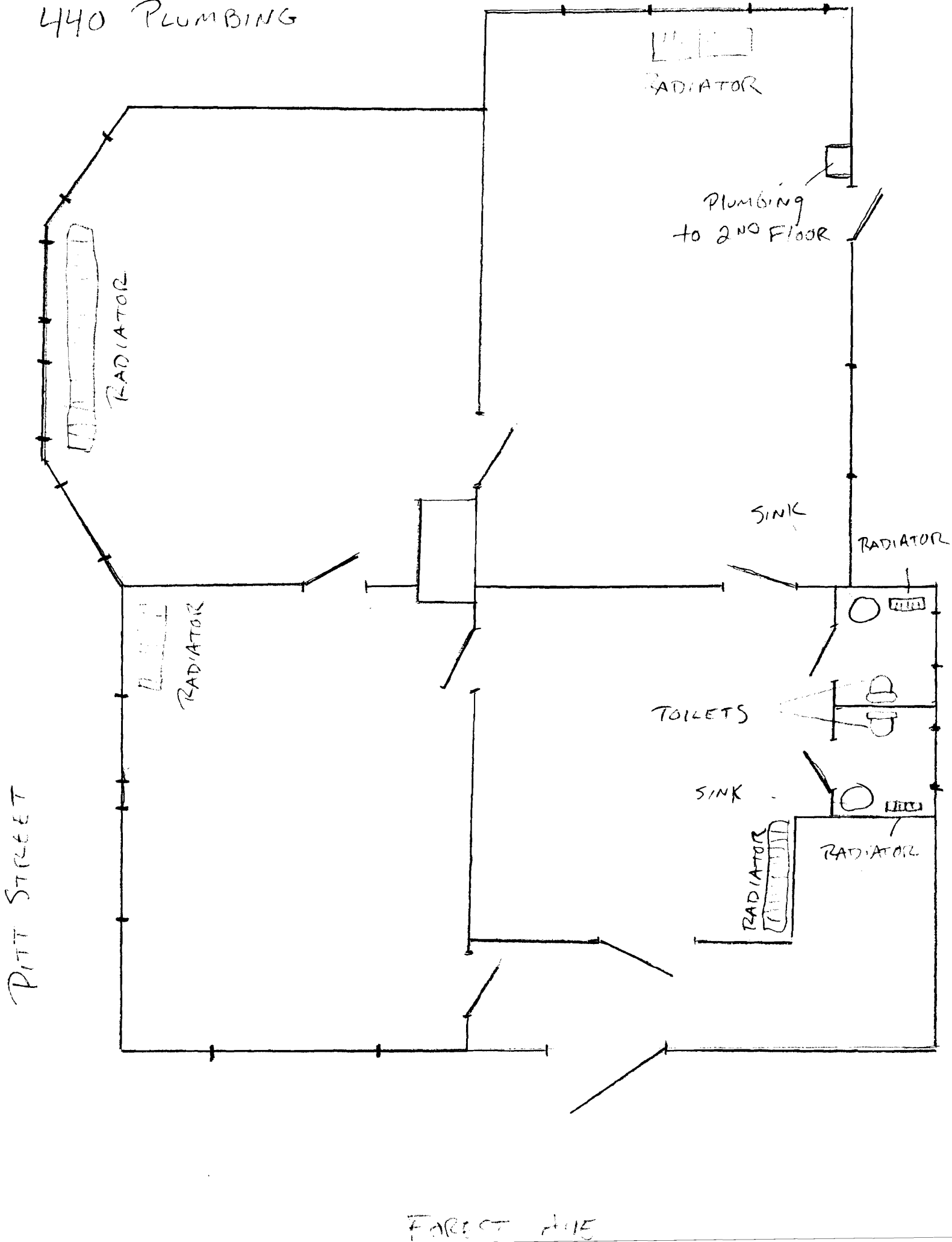
PITT STREET

Smoke → ( )  
Detector

FOREST AVENUE



# 440 PLUMBING



## Fire Department Requirements

Applicant: Hughes Kraft

41 Warren Ave., Cape Elizabeth, ME 04107 (207) 774-0110

Project architect is the same.

Use of structure: mixed use. Business and residential.

Square footage: Building: 3306 sq ft

980 sq ft 1st floor

980 sq ft 2nd floor

980 sq ft basement

360 sq ft attic

Fire protection: wired in smoke detectors 1st and 2nd floors.

Safety plan: Egress doors rated at 60 minutes. Travel distance from most remote point to exit discharge is 14'. Exit signs located over two exterior doors.

116 B035  
440 Forest Ave  
#091276

Commercial Interior - Permit Application - Amendment - 440 forest Ave. Portland ME

- 1) One hour fire rated sheet rock to be hung on all ceilings between first and second floors. This separates commercial and residential space. Refer to cut sheet #1.
- 2) One hour rated sheet rock to be hung on first floor common walls that separate commercial space from common area/residential space. Refer to cut sheet #2.
- 3) Fire door installed separating commercial space from common area/residential space.
- 4) Fire alarm system to be installed.

**RECEIVED**

**DEC 1 2009**

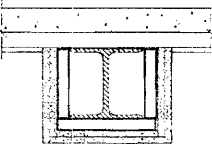
**Dept. of Building Inspections  
City of Portland Maine**

# 1

**QUICK SELECTOR FOR FIRE AND SOUND RATED SYSTEMS**

(CAD FILE NAME GOLDN.DWG OR GOLDN.DXF)

No.	Fire Rating	Ref.	Design No.	Description
1	2 hr.	UL GA	N501 BM 2120	Two layers of 5/8" (15.9 mm) Fire-Shield Gypsum Board applied to beam cage fabricated from 25 gauge steel channel brackets spaced 24" o.c.



(CAD FILE NAME GOLDS.DWG OR GOLDS.DXF)

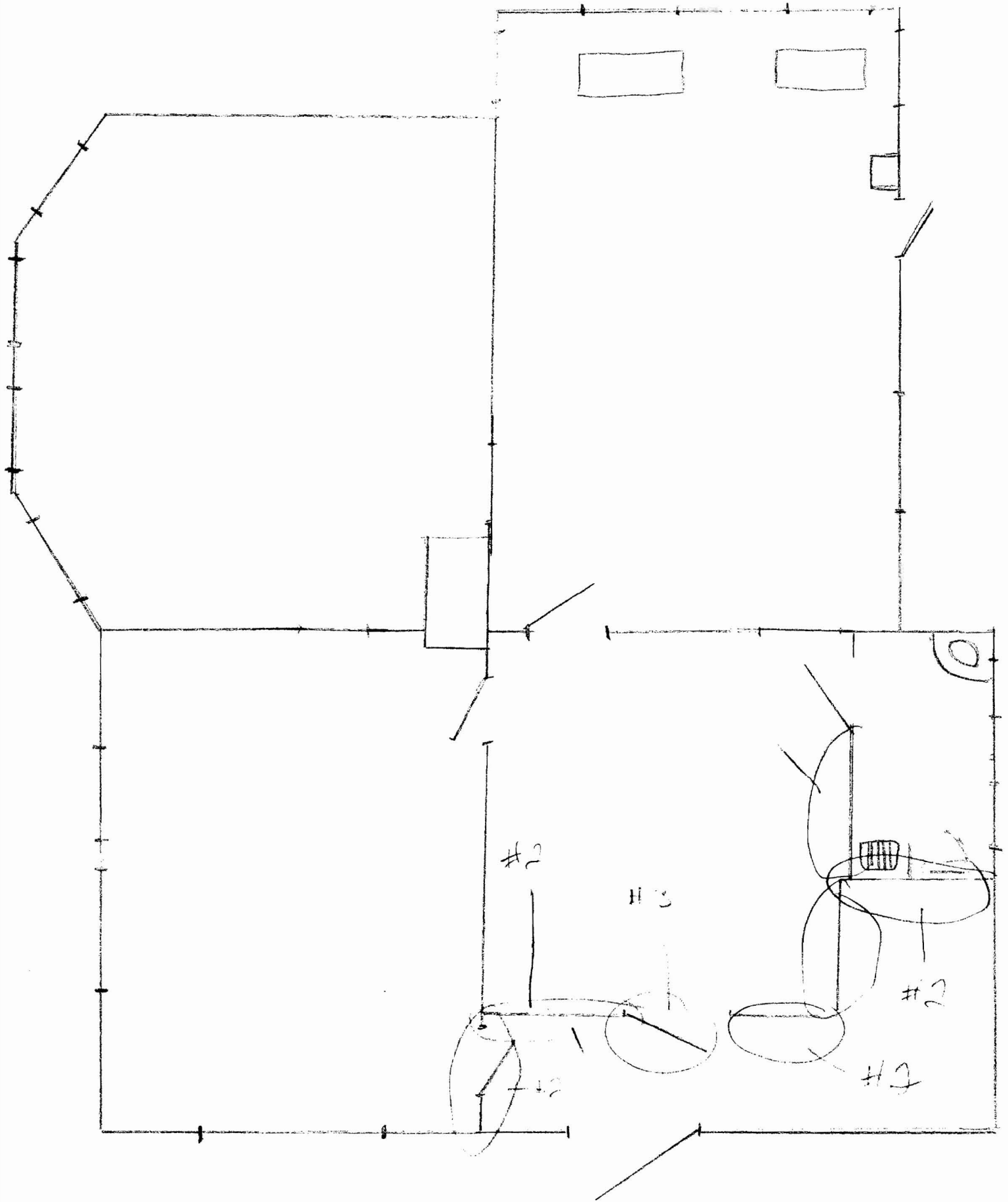
No.	Fire Rating	Ref.	Design No.	Description	STC	Test No.	IIC	
							No Carpet	Carpet & Pad
1	1 hr.	UL GA	L522 FC 5410	1/2" (12.7 mm) Fire-Shield C Gypsum Board or 1/2" (12.7 mm) Fire-Shield C Kal-Kore plaster base nail attached to 2 x 10 (38 mm x 241 mm) wood joists spaced 16" o.c. (406 mm). UL design L522 permits option of floor topping over plywood.	37	NGC 4042 NGC 5032A NGC 5033	32	66
	1 hr.	UL GA	L501 FC 5420	5/8" (15.9 mm) Fire-Shield Gypsum Board, 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base or 5/8" (15.9 mm) F.S. Soffit Board nail attached to 2 x 10 (38 mm x 241 mm) wood joists spaced 16" o.c. (406 mm). UL design L501 permits option of Floor Topping Mixture over plywood.	37	Based on NGC 4024	32	66
2	1 hr.	UL FM	L515 FC 181	1/2" (12.7 mm) Fire-Shield C Gypsum Board or 1/2" (12.7 mm) Fire-Shield C Kal-Kore plaster base screw attached to Resilient Furring Channels spaced 24" o.c. (610 mm) on 2 x 10 (38 mm x 241 mm) wood joists 16" o.c. (406 mm). Gypsum Board secured to channels with 1" self-drilling screws 12" o.c. (305 mm). Option in UL L515 allows Drywall Suspension System to be hung from joists. <b>No insulation in plenum.</b>	45	NGC 4010 NGC 4107 NGC 5161 NGC 5165	39	63
		FM	FC 181	With 3 1/2" (88.9 mm) glass fiber.	est. 50			
3	1 hr.	FM	FC 193	1/2" (12.7 mm) Fire-Shield C Gypsum Board attached to Resilient Furring Channels spaced 24" o.c. (610 mm) with screws spaced 12" (305 mm). Elastzell concrete floor 1 1/2" (38.1 mm) thick, 3 1/2" (88.9 mm) mineral wool or glass fiber insulation 2 x 10 (38 mm x 241 mm) wood joists 16" o.c. (406 mm).	58	OC-2MT		
4	1 hr.	FM GA GA GA	FC-172 FC 5406 RC 2601 RC 2602	Base layer 5/8" (15.9 mm) Fire-Shield Gypsum Board attached with screws 24" o.c. (610 mm) to wood joists or trusses 24" o.c. (610 mm). Second layer 5/8" (15.9 mm) Fire-Shield Gypsum Board or 5/8" (15.9 mm) F.S. Soffit Board screw attached 12" o.c. (305 mm). 1/2" (12.7 mm) plywood floor. <b>Ceiling provides one hour fire resistance protection for wood framing, including trusses.</b>				
5	2 hr.	UL GA	L505 FC 5724	5/8" (15.9 mm) Fire-Shield C Gypsum Board, base layer nailed at right angles to 2 x 10 (38 mm x 241 mm) wood joists spaced 16" o.c. (406 mm), resilient furring channels spaced 24" o.c. (610 mm) and nailed through base board into and at right angles to joists. Face layer of 5/8" (15.9 mm) Fire-Shield C Gypsum Board screwed to furring channel. Nominal 1" (25.4 mm) T & G sub and finish floor. Optional floor systems consist of Floor Topping Mixture over plywood. Rating also applies with 5/8" (15.9 mm) Fire-Shield C Kal-Kore plaster base.	est. 45			

#2.

**QUICK SELECTOR FOR FIRE AND SOUND RATED SYSTEMS**

(CAD FILE NAME GOLDH.DWG OR GOLDH.DXF)

No.	Fire Rating	Ref.	Design No.	Description	STC	Test No.
<b>FIRE - SOUND</b>						
3	1 hr.	UL GA	U309 WP 3510	5/8" (15.9 mm) Fire-Shield Gypsum Board or 5/8" (15.9 mm) Fire-Shield XP Board nailed both sides 2 x 4 (38 mm x 89 mm) studs, 24" o.c. (610 mm).	38	NGC 2404
4	1 hr.	UL	U340	5/8" (15.9 mm) Fire-Shield C Gypsum Board nailed or screwed 7" o.c. (178 mm) to 2x4 (51 mm x 102 mm) wood studs 24" o.c. (610 mm) staggered 12" o.c. (305 mm). Single 6" (152 mm) plate. Sound rating with 3 1/2" (88.9 mm) glass fiber in cavity.	45	Based on NGC 2375
5	1 hr.	WHI GA	694-0200 Based on WP 3230	5/8" (15.9 mm) Fire-Shield C Gypsum Board, screw applied to Resilient Furring Channel spaced 24" o.c. (610 mm) one side only, on 2 x 4 (38 mm x 89 mm) studs spaced 24" o.c. (610 mm). Other side 5/8" (15.9 mm) Fire-Shield C Gypsum Board screw attached direct to studs. 3" (76 mm) mineral wool (3 pcf) in stud cavity.	50	Based on TL 77-138
6	1 hr.	UL FM GA	U312 WP-147 WP 3341	1/2" (12.7 mm) Fire-Shield C Gypsum Board, 1/2" (12.7 mm) Fire-Shield C Kal-Kore plaster base or 1/2" (12.7 mm) Fire-Shield C Durasan laminated to 1/4" Gypsum Board nailed to both sides 2 x 4 (38 mm x 89 mm) studs, spaced 16" o.c. (406 mm).	45	NGC 2321
7	2 hr.	FM GA	WP-360 WP 4135	5/8" (15.9 mm) Fire-Shield Gypsum Board base layer nail applied horizontally to both sides 2 x 4 (38 mm x 89 mm) wood studs, spaced 24" o.c. (610 mm). Face layer 5/8" (15.9 mm) Fire-Shield Gypsum Board nail applied horizontally to both sides. Rating also applies with 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base.	40	Based on NGC 2363
8	est. 2 hr.	FM GA	Based on WP-360 Based on WP 4135	Two layers 5/8" (15.9 mm) Fire-Shield Gypsum Board nailed one side to 2 x 4 (38 mm x 89 mm) wood studs, 16" o.c. (406 mm). Two layers other side screw applied to Resilient Furring Channels spaced 24" o.c. (610 mm). Rating also applies with 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base.	50	NGC 2368
9	2 hr.	FM GA	Based on WP-360 WP 3910	Two layers 5/8" (15.9 mm) Fire-Shield Gypsum Board nail applied horizontally to both sides of 2 x 4 (38 mm x 89 mm) wood studs 16" o.c. (406 mm) staggered 8" o.c. (203 mm). Single 6" (152 mm) plate. Rating also applies with 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base.	51	NGC 2377
10	2 hr.	FM GA	Based on WP-360 WP 3820	5/8" (15.9 mm) Fire-Shield Gypsum Board base layer applied vertically, nailed 24" o.c. (610 mm). Face layer 5/8" (15.9 mm) Fire-Shield Gypsum Board applied horizontally, nailed 8" o.c. (203 mm). Double row of 2 x 4 (38 mm x 89 mm) wood studs 16" o.c. (406 mm) on separate plates, sound rating with 3 1/2" (88.9 mm) mineral wool or glass fiber in cavity. Rating also applies with 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base.	58	NGC 3056
11	2 hr.	UL	U301	Two layers of 5/8" (15.9 mm) Fire-Shield Gypsum Board or 5/8" (15.9 mm) Fire-Shield Kal-Kore plaster base nail applied to 2 x 4 (38 mm x 89 mm) wood studs spaced 16" o.c. (406 mm). Boards may be applied horizontally or vertically with all joints staggered.	40	NGC 2363
<b>EXTERIOR WALLS</b>						
12	2 hr.	UL GA	U302 WP 8410	Two layers 5/8" (15.9 mm) Fire-Shield Gypsum Board nailed horizontally or vertically to inside face of 2 x 4 (38 mm x 89 mm) wood studs 16" o.c. (406 mm). 1/2" (12.7 mm) gypsum sheathing or e <sup>2</sup> XP sheathing nailed to outside face of studs, brick veneer facing.		
13	1 hr.	UL GA	Based on U309 WP 8105	5/8" (15.9 mm) Fire-Shield Gypsum Board nailed horizontally or vertically to inside face of 2 x 4 (38 mm x 89 mm) wood studs 24" o.c. (610 mm). 5/8" (15.9 mm) Fire-Shield Gypsum Sheathing e <sup>2</sup> XP sheathing nailed vertically to outside face of studs 7" o.c. (178 mm) in field, 4" o.c. (102 mm) perimeter. Exterior cladding attached through sheathing into studs.		



**Onex Company**  
440 Forest Avenue  
Portland, Maine 04101  
775-5600  
318-9984 (cell)

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June 26, 2002

Building Code Department  
City of Portland  
389 Congress Street, Room 315  
Portland, ME 04103

**RE: Sign Permit for 440 Forest Avenue, Portland**

Dear Building Code Department:

My family company, Onex Company, owns 440 Forest Avenue, Portland, a two story office building. My real estate company, MCR Real Estate (formerly known as MCR Commercial Interests) operates on the first floor of the building. I am starting a mortgage company later this summer named Pine Tree Mortgage which will operate primarily on the second floor.

Enclosed is my completed sign permit application and \$48.00 check for new signs for both companies. I seek to replace my current MCR Real Estate sign and install a new Pine Tree Mortgage sign in place of the existing Onex Company sign.

Please call should you have any questions. Thank you.

Very truly yours,



Michael C. Rogers

Enclosures



DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

## BUILDING INSPECTION

# PERMIT

Permit Number: 091276

# RECEIVED

Please Read Application And Notes, If Any, Attached

This is to certify that MCR COMMERCIAL INTERIORS INC staff

has permission to interior renovations office to of

AT 440 FOREST AVE

CE # 116 B025001

DEC - 7 2008

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 buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lath or other work closed-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

### OTHER REQUIRED APPROVALS

Fire Dept. [Signature] 2008  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name \_\_\_\_\_

[Signature] 12/7/09  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**