

**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

970735

Location of Construction: 1037 R Forest Ave		Owner: Neptune Properties		Phone:		Permit No:	
Owner Address:		Lessee/Buyer's Name: Berkley Mailing		Phone:		Business Name:	
Contractor Name: A & H Partners		Address: 120 Exchange St Ste 101 Portland, ME 04101		Phone: 874-6939		Permit Issued: JUL 11 1997	
Past Use: Vacant		Proposed Use:		COST OF WORK: \$ 1,500.00		PERMIT FEE: \$ 55.00	
				FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		INSPECTION: Use Group: Type:	
				Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>	
Proposed Project Description: Change Use - Make Int Reno Package & Ship Mail		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		Action: Approved <input type="checkbox"/> Approved with Conditions: <input type="checkbox"/> Denied <input type="checkbox"/>		Zoning Approval: Special Zone or Reviews: <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan maj <input type="checkbox"/> minor <input type="checkbox"/> mm <input type="checkbox"/>	
Permit Taken By: Mary Greath		Date Applied For: 07 July 1997				Zoning Appeal: <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied	

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
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..

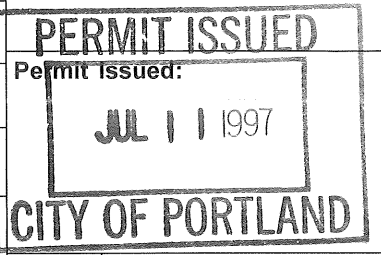
**CERTIFICATION**

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 provisions of the code(s) applicable to such permit

SIGNATURE OF APPLICANT: *[Signature]* Lou Wood ADDRESS: DATE: 07 July 1997 PHONE:

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE PHONE:

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector



PERMIT ISSUED WITH REQUIREMENTS

**Historic Preservation**  
 Not in District or Landmark  
 Does Not Require Review  
 Requires Review

**Action:**  
 Approved  
 Approved with Conditions  
 Denied

Date: *[Signature]*

CEO DISTRICT 6

**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

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				FIRE DEPT. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		INSPECTION: Use Group: <i>B</i> Type: <i>2B</i>	
				Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>	
Proposed Project Description:  Change Use - Make Int Reno Package & Ship Mail		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied		Zoning Approval: <i>[Signature]</i> 7/10/97 Special Zone or Reviews: <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan maj <input type="checkbox"/> minor <input type="checkbox"/> mm <input type="checkbox"/>	
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RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE \_\_\_\_\_ PHONE: \_\_\_\_\_

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

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 Does Not Require Review  
 Requires Review

**Action:**  
 Approved  
 Approved with Conditions  
 Denied

Date: *7/9/97*

*[Signature]*

CEO DISTRICT 6

*m. leary*

Filing Fee \$100 WITH REQUIREMENTS



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

LOCATION 1037R Forest Ave 142-C-001

Issued to Neptune Properties Date of Issue 25 July 1997

This is to certify that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No. 970735, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Building B Space #2

Packaging/Mailing  
"Berkley Mailing"

Limiting Conditions: TEMPORARY:

See attached memos (2) dated 18 July 1997 listing conditions of approval from Steve Bushey, DRC.

This certificate supersedes certificate issued

Approved:

(Date)

Inspector

Inspector of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

# BUILDING PERMIT REPORT

DATE: 7/8/97 ADDRESS: 1037 R Forest Ave  
REASON FOR PERMIT: Change of use  
BUILDING OWNER: A + M Partners  
CONTRACTOR: \_\_\_\_\_  
PERMIT APPLICANT: Low wood APPROVAL: ✓ ~~DENIED~~

## CONDITION(S) OF APPROVAL

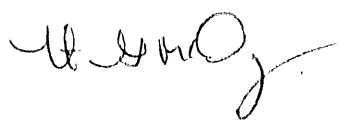
- X 1. This permit does not excuse the applicant from meeting applicable State and Federal rules and laws.
2. Before concrete for foundation is placed, approvals from the Development Review Coordinator and Inspection Services must be obtained. (A 24 hour notice is required prior to inspection)
3. Precaution must be taken to protect concrete from freezing.
4. It is strongly recommended that a registered land surveyor check all foundation forms before concrete is placed. This is done to verify that the proper setbacks are maintained.
5. Private garages located beneath habitable rooms in occupancies in Use Group R-1, R-2, R-3 or I-1 shall be separated from adjacent interior spaces by fire partitions and floor/ceiling assembly which are constructed with not less than 1-hour fire resisting rating. Private garages attached side-by-side to rooms in the above occupancies shall be completely separated from the interior spaces and the attic area by means of ½ inch gypsum board or the equivalent applied to the garage means of ½ inch gypsum board or the equivalent applied to the garage side. (Chapter 4 Section 407.0 of the BOCA/1996)
6. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code. (The BOCA National Mechanical Code/1993) U.L. 103.
7. Guardrail & Handrails A guardrail system is a system of building components located near the open sides of elevated walking surfaces for the purpose of minimizing the possibility of an accidental fall from the walking surface to the lower level. Minimum height all Use Groups 42", except Use Group R which is 36". In occupancies in Use Group A, B, H-4, I-1, I-2 M and R and public garages and open parking structures, open guards shall have balusters or be of solid material such that a sphere with a diameter of 4" cannot pass through any opening. Guards shall not have an ornamental pattern that would provide a ladder effect.
8. Headroom in habitable space is a minimum of 7'6".
9. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 3/4" maximum rise. All other Use group minimum 11" tread, 7" maximum rise.
10. The minimum headroom in all parts of a stairway shall not be less than 80 inches.
11. Every sleeping room below the fourth story in buildings of use Groups R and I-1 shall have at least one operable window or exterior door approved for emergency egress or rescue. The units must be operable from the inside without the use of special knowledge or separate tools. Where windows are provided as means of egress or rescue they shall have a sill height not more than 44 inches (1118mm) above the floor. All egress or rescue windows from sleeping rooms shall have a minimum net clear opening height dimension of 24 inches (610mm). The minimum net clear opening width dimension shall be 20 inches (508mm), and a minimum net clear opening of 5.7 sq. ft.
12. Each apartment shall have access to two (2) separate, remote and approved means of egress. A single exit is acceptable when it exits directly from the apartment to the building exterior with no communications to other apartment units.
13. All vertical openings shall be enclosed with construction having a fire rating of at least one (1) hour, including fire doors with self closer's.
14. The boiler shall be protected by enclosing with (1) hour fire-rated construction including fire doors and ceiling, or by providing automatic extinguishment.
15. All single and multiple station smoke detectors shall be of an approved type and shall be installed in accordance with the provisions of the City's Building Code Chapter 9, Section 19, 920.3.2 (BOCA National Building Code/1996), and NFPA 101 Chapter 18 & 19. (Smoke detectors shall be installed and maintained at the following locations):
  - In the immediate vicinity of bedrooms
  - In all bedrooms
  - In each story within a dwelling unit, including basements

In addition to the required AC primary power source, required smoke detectors in occupancies in Use Groups R-2, R-3 and I-1 shall receive power from a battery when the AC primary power source is interrupted. (Interconnection is required)

- 16. A portable fire extinguisher shall be located as per NFPA #10. They shall bear the label of an approved agency and be of an approved type.
- 17. The Fire Alarm System shall be maintained to NFPA #72 Standard.
- 18. The Sprinkler System shall maintained to NFPA #13 Standard.
- 19. All exit signs, lights, and means of egress lighting shall be done in accordance with Chapter 10 Section & Subsections 1023. & 1024. Of the City's building code. (The BOCA National Building Code/1996)
- 20. All construction and demolition debris must be disposed at the City's authorized reclamation site. The fee rate is attached. Proof of such disposal must be furnished to the office of Inspection Services before final Certificate of Occupancy is issued or demolition permit is granted.
- 21. Section 25-135 of the Municipal Code for the City of Portland states, "No person or utility shall be granted a permit to excavate or open any street or sidewalk from the time of November 15 of each year to April 15 of the following year".
- 22. The builder of a facility to which Section 4594-C of the Maine State Human Rights Act Title 5 MRSA refers, shall obtain a certification from a design professional that the plans commencing construction of the facility, the builder shall submit the certification to the Division of Inspection Services.
- 23. This permit does not excuse the applicant from obtaining any license which may be needed from the City Clerk's office.
- 24. Ventilation shall meet the requirements of Chapter 12 Sections 1210. of the City's Building Code.
- 25. All electrical and plumbing permits must be obtained by a Master Licensed holders of their trade.
- 26. A ONE (1) hour Fire resistance rate wall must be constructed between Tenant spaces.
- 27. \_\_\_\_\_
- 28. \_\_\_\_\_

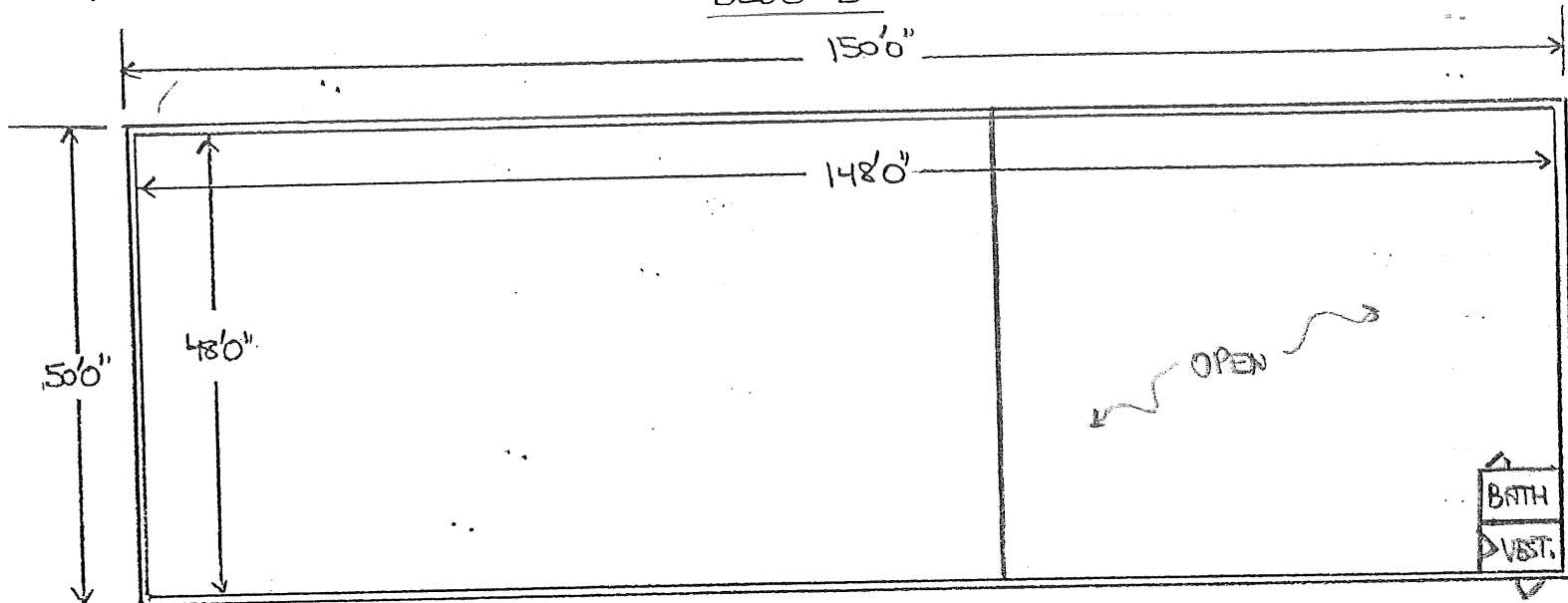
P. Samuel Hoffses, Chief of Code Enforcement

cc: Lt. McDougall, PFD  
Marge Schmuckal

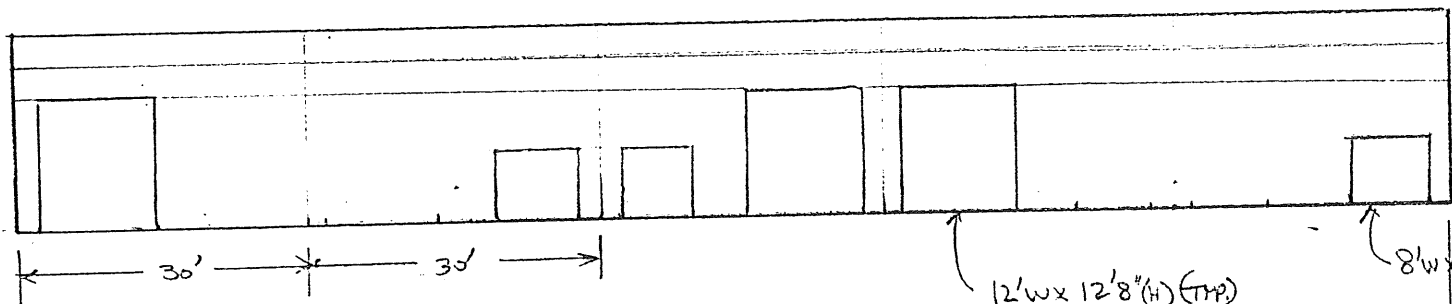
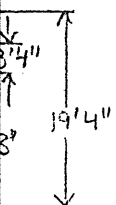




BLOG "B"



PLAN VIEW



FRONT ELEVATION (WEST)

1" = 20'

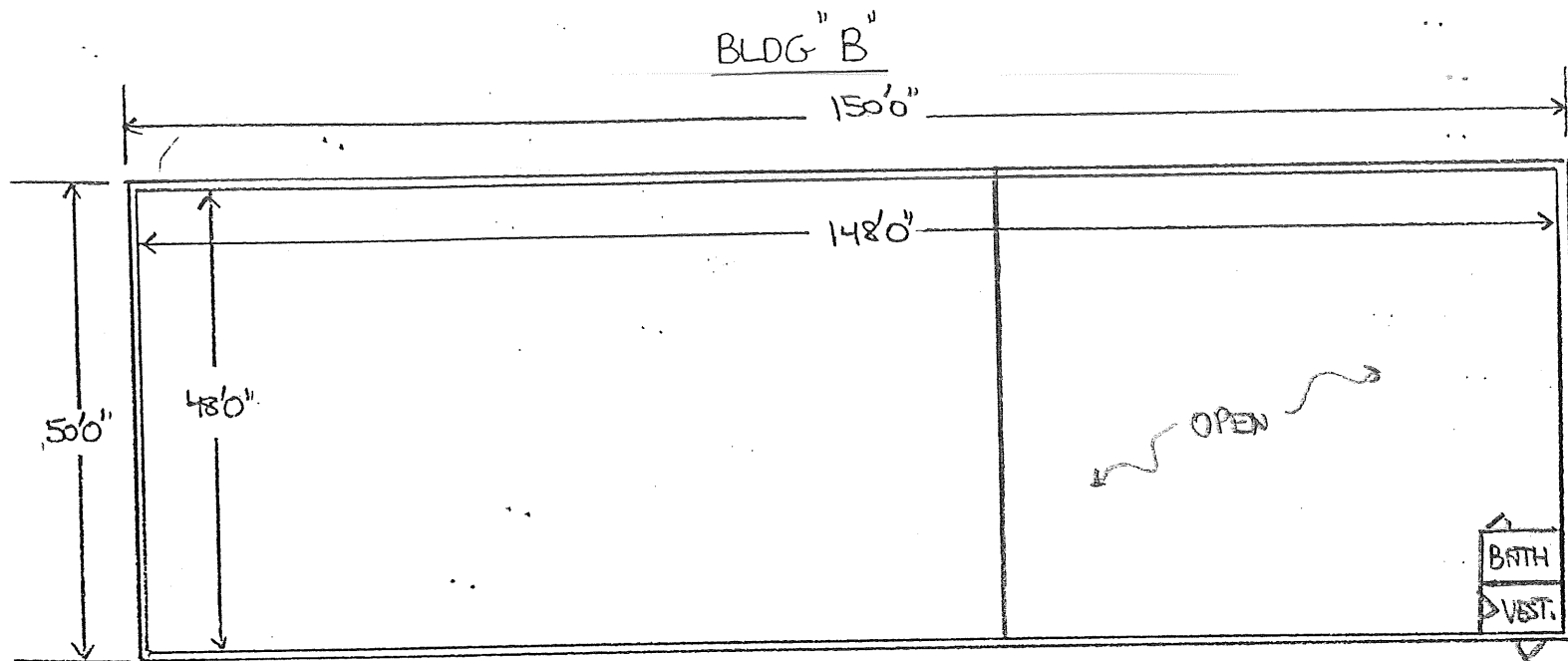
12'w x 12'8" (H) (TYP)

8'w x 7'4" (H) (TYP)

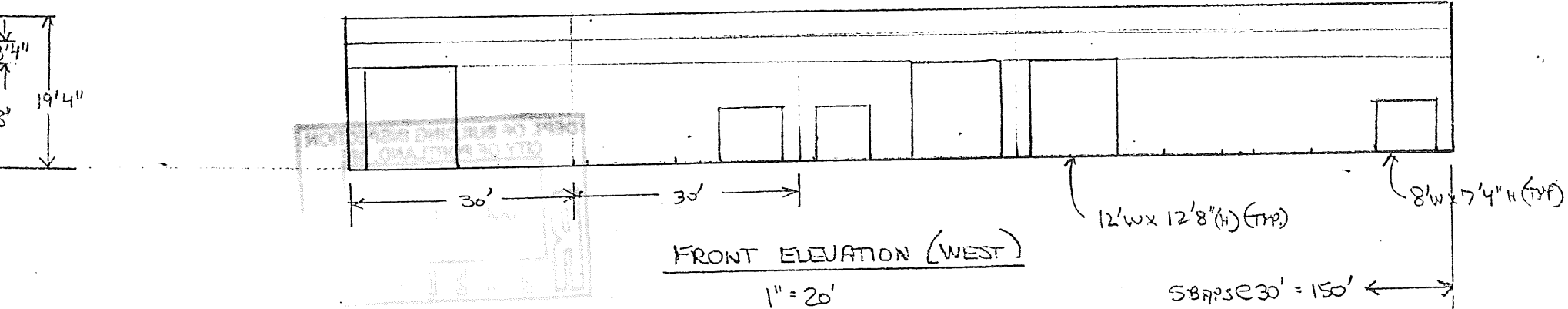
SBAPSE 30' = 150' ←

BERKELEY MAILINGS

1037R FOREST RD BLDG "B"



PLAN VIEW



FRONT ELEVATION (WEST)

1" = 20'

BERKELEY MAILINGS

1037R FOREST RD BLDG "B"



CITY OF PORTLAND  
Planning and Urban Development Department

MEMORANDUM

TO: Kandi Talbot, Planner

FROM: Steve Bushey, Development Review Coordinator

DATE: July 18, 1997

RE: 1037 R Forest Avenue Site Review - Neptune Properties

I have reviewed a July 8, 1997 letter from Neptune Properties, Inc. to Mr. Joseph Gray and attached "revised" stormwater management study dated June 30, 1997 prepared by John P. Auger. These materials were submitted as part of the applicant's proposal to revise the stormwater management system for the site. Mainly, Neptune Properties, Inc. proposes to eliminate the proposed on-site detention pond and provide stormwater run-off control via the two proposed building roof areas. The proposal calls for using the flat roofs on which runoff can be stored and discharged through 6" roof drains. The original excavated detention pond can not be completed due to contaminated onsite soils. Based on my review the following comments are provided:

1. The computations show that the overall post development discharge from the site can be maintained to near or below predevelopment stormwater discharges. However, the computations are based on several critical assumptions as follows:
    - a. The roofs are entirely flat with no pitch what so ever. This is likely unacceptable by building code however, I leave that to the building inspector.
    - b. What happens if the roof drains become clogged due to ice, leaves etc? No explanation or details are provided.
    - c. The applicant has not provided any data for the roof design and loads. Considering that a completely flat roof would have over 4" of water on it if the drains were clogged during a 25 year storm and that a slightly pitched roof (say 1/8"/ft) could well have over 9" over the roof drain if it were clogged. The structural design of the roof seems critical.
  2. The applicant has not provided any further information for revised grading and stormwater discharge from the paved parking area. How will stormwater be collected and where will it discharge?
- cc: Samuel Hoffses, Chief of Inspection Services  
Kathleen Brown, Director of Economic Development





**CITY OF PORTLAND**  
**Planning and Urban Development Department**

**MEMORANDUM**

**TO:** Merle Leary, Code Enforcement Officer  
**FROM:** Kandice Talbot, Planner  
**DATE:** July 18, 1997  
**RE:** 1037 R Forest Avenue Site Review - Neptune Properties

It is acceptable to issue a temporary certificate of occupancy for 30 days pending resolution of the issues attached in the memo from Steve Bushey dated July 18, 1997.