



# 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:		
Total Square Footage of Proposed Structure/Area <u>13,625 SF</u>		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Allied Cook Const. Corp.</u> Address <u>PO BOX 1396</u> City, State & Zip <u>Portland, ME 04104</u>	Telephone: <u>772-2888</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name <u>University of New England</u> Address <u>716 Stevens Ave</u> City, State & Zip <u>Portland ME 04103</u>	Cost Of Work: \$ <u>477,065.00</u> C of O Fee: \$ _____ Total Fee: \$ _____
Current legal use (i.e. single family) <u>VACANT COMMERCIAL BUILDING</u> If vacant, what was the previous use? <u>COLLEGE OFFICES AND CLASSROOMS</u> Proposed Specific use: <u>COLLEGE OFFICES AND CLASSROOMS</u> Is property part of a subdivision? _____ If yes, please name <u>UNE CAMPUS</u> Project description: <u>Interior Fit up of Building shell. New Classrooms, offices, and Finishes.</u>		
Contractor's name: <u>Allied Cook Construction</u> Address: <u>PO BOX 1396 PORTLAND</u> City, State & Zip <u>Portland ME, 04104</u> Telephone: <u>772-2888</u> Who should we contact when the permit is ready: <u>JP Schwartz</u> Telephone: <u>415-0080</u> Mailing address: <u>PO BOX 1396 PORTLAND, ME 04104</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.

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: <u>[Signature]</u>	Date: <u>4/6/11</u>
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**This is not a permit; you may not commence ANY work until the permit is issue**  
DANIEL S. Cook V.P.



# Certificate of Design Application

From Designer: PORTCITY Architecture - LITA Sembrano

Date: 4/5/11

Job Name: Goddard Hall Interior Renovations

Address of Construction: 716 Stevens Avenue, PORTLAND

## 2003 International Building Code

Construction project was designed to the building code criteria listed below:

Building Code & Year IBC 2009 Use Group Classification (s) B - Business

Type of Construction 3B

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC Yes

Is the Structure mixed use? No If yes, separated or non separated or non separated (section 302.3) \_\_\_\_\_

Supervisory alarm System? Yes Geotechnical/Soils report required? (See Section 1802.2) No

### Structural Design Calculations

\_\_\_\_\_ Submitted for all structural members (106.1 - 106.11)

### Design Loads on Construction Documents (1603)

Uniformly distributed floor live loads (7603.11, 1807)

Floor Area Use

Loads Shown

Interior fit - see permit for  
Goddard Exterior Shell  
submitted Dec, 2010 Issued 1/26/11  
for all structural questions

### Wind loads (1603.1.4, 1609)

\_\_\_\_\_ Design option utilized (1609.1.1, 1609.6)

\_\_\_\_\_ Basic wind speed (1809.3)

\_\_\_\_\_ Building category and wind importance Factor,  $w_p$   
table 1604.5, 1609.5

\_\_\_\_\_ Wind exposure category (1609.4)

\_\_\_\_\_ Internal pressure coefficient (ASCE 7)

\_\_\_\_\_ Component and cladding pressures (1609.1.1, 1609.6.2.2)

\_\_\_\_\_ Main force wind pressures (7603.1.1, 1609.6.2.1)

### Earth design data (1603.1.5, 1614-1623)

\_\_\_\_\_ Design option utilized (1614.1)

\_\_\_\_\_ Seismic use group ("Category")

\_\_\_\_\_ Spectral response coefficients,  $S_D$ s &  $S_{D1}$  (1615.1)

\_\_\_\_\_ Site class (1615.1.5)

\_\_\_\_\_ Live load reduction

\_\_\_\_\_ Roof *live* loads (1603.1.2, 1607.11)

\_\_\_\_\_ Roof snow loads (1603.7.3, 1608)

\_\_\_\_\_ Ground snow load,  $P_g$  (1608.2)

\_\_\_\_\_ If  $P_g > 10$  psf, flat-roof snow load  $P_f$

\_\_\_\_\_ If  $P_g > 10$  psf, snow exposure factor,  $C_e$

\_\_\_\_\_ If  $P_g > 10$  psf, snow load importance factor,  $I_s$

\_\_\_\_\_ Roof thermal factor,  $C_t$  (1608.4)

\_\_\_\_\_ Sloped roof snowload,  $P_s$  (1608.4)

\_\_\_\_\_ Seismic design category (1616.3)

\_\_\_\_\_ Basic seismic force resisting system (1617.6.2)

\_\_\_\_\_ Response modification coefficient,  $R_f$  and

deflection amplification factor  $C_d$  (1617.6.2)

\_\_\_\_\_ Analysis procedure (1616.6, 1617.5)

\_\_\_\_\_ Design base shear (1617.4, 1617.5.1)

### Flood loads (1803.1.6, 1612)

\_\_\_\_\_ Flood Hazard area (1612.3)

\_\_\_\_\_ Elevation of structure

### Other loads

\_\_\_\_\_ Concentrated loads (1607.4)

\_\_\_\_\_ Partition loads (1607.5)

\_\_\_\_\_ Misc. loads (Table 1607.8, 1607.6.1, 1607.7,  
1607.12, 1607.13, 1610, 1611, 2404)



# New Commercial Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

## One (1) complete Set of construction drawings must include:

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Foundation plans with rebar specifications and required drainage and damp proofing (if applicable)
- Detail egress requirements and fire separations
- Insulation R-factors of walls, ceilings, floors and U-factors of windows as per the IECC 2003
- Complete the Accessibility Certificate and The Certificate of Design
- A statement of special inspections as required per the IBC 2003
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review.
- Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- Per State Fire Marshall, all new bathrooms must be ADA compliant.

Separate permits are required for internal & external plumbing, HVAC and electrical installations.

## Nine (9) copies of the minor (< 10,000 sf) or major (> 10,000 sf) site plan application is required that includes:

- A stamped boundary survey to scale showing north arrow, zoning district and setbacks to a scale of  $\geq 1'' = 20'$  on paper  $\geq 11'' \times 17''$
- The shape and dimension of the lot, footprint of the proposed structure and the distance from the actual property lines. Photocopies of the plat or hand draw footprints not to scale will not be accepted.
- Location and dimensions of parking areas and driveways, street spaces and building frontage
- Finish floor or sill elevation (based on mean sea level datum)
- Location and size of both existing utilities in the street and the proposed utilities serving the building
- Existing and proposed grade contours
- Silt fence (erosion control) locations

**Fire Department requirements.**

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant **and** the project architect.
- Proposed use of structure (NFPA and IBC classification)
- Square footage of proposed structure (total and per story)
- Existing and proposed fire protection of structure.
- Separate plans shall be submitted for
  - a) Suppression system
  - b) Detection System (separate permit is required)
- A separate Life Safety Plan must include:
  - a) Fire resistance ratings of all means of egress
  - b) Travel distance from most remote point to exit discharge
  - c) Location of any required fire extinguishers
  - d) Location of emergency lighting
  - e) Location of exit signs
  - f) NFPA 101 code summary
- Elevators shall be sized to fit an 80" x 24" stretcher.

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.**

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**Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost**

**This is not a Permit; you may not commence any work until the Permit is issued.**



# Accessibility Building Code Certificate

Designer:

Port City Architecture - LITA Semrau  
ONE

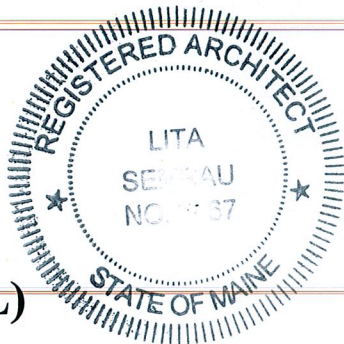
Address of Project:

716 Stevens Ave

Nature of Project:

Interior fitout of Goddard  
Hall

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act. Residential Buildings with 4 units or more must conform to the Federal Fair Housing Accessibility Standards. Please provide proof of compliance if applicable.



(SEAL)

Signature:

[Handwritten Signature]

Title:

Vice President

Firm:

Port City Architecture

Address:

65 Newbury Street  
PORTLAND, ME

Phone:

207-761-9000

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)



# Certificate of Design

Date: April 7 / 2011

From: PORT CITY ARCHITECTURE

These plans and / or specifications covering construction work on:

Goddard Hall interior fitout

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the *2003 International Building Code* and local amendments.



(SEAL)

Signature: [Handwritten Signature]

Title: Vice President

Firm: PORT CITY ARCHITECTURE

Address: 65 Newbury St  
PORTLAND, ME

Phone: 207-761-9000

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