



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>1053 Forest Avenue</u>		
Total Square Footage of Proposed Structure/Area <u>5,959 ft²</u>		Square Footage of Lot <u>54,014 ft²</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>146 E 9</u>	Applicant * <u>must be owner, Lessee or Buyer</u> * Name <u>Next Level Church</u> Address <u>1 Wadlington St #4023</u> City, State & Zip <u>Dover, NH 03820</u>	Telephone: <u>Daniel King</u> <u>Executive Pastor</u> <u>603-988-3502</u>
Lessee/DBA (If Applicable) <u>See applicant</u>	Owner (if different from Applicant) Name <u>1053 Forest Ave LLC</u> Address <u>1053 Forest Ave 200 Riverside Pl. Plymouth</u> City, State & Zip <u>Portland, ME 04103</u>	Cost Of Work: \$ <u>30,000</u> C of O Fee: \$ <u> </u> Total Fee: \$ <u>320</u>
Current legal use (i.e. single family) <u>Vacant</u> If vacant, what was the previous use? <u>Karaoke Studio - Use group M</u> Proposed Specific use: <u>Religious Assembly</u> Is property part of a subdivision? <u>No</u> If yes, please name _____ Project description: <u>Remodel of interior walls only to fit religious assembly use.</u>		
Contractor's name: _____ Address: _____ City, State & Zip: _____ Telephone: _____ Who should we contact when the permit is ready: <u>Daniel King</u> Telephone: <u>603-988-3502</u> Mailing address: <u>1 Wadlington St #4023, Dover, NH 03820</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: Daniel King Executive Pastor Date: 3/22/12

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



Commercial Interior & Change of Use 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
- Complete electrical and plumbing layout.
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment,
- HVAC equipment or other types of work that may require special review
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IEBC 2003
- Proof of ownership is required if it is inconsistent with the assessors records.
- 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 and external plumbing, HVAC & electrical installations.

For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage.
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

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.

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.

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.

Building permit application

Re: 1053 Forest Ave, Portland, Maine.

Special inspections

In accordance with chapter 17 of the IBC 2009, no special inspections are required on this project.

Cross sections with framing details

See attached.

Details of new walls

See attached.

Floor plans

See attached.

Window and door schedules

All windows shall remain as existing. Rear egress door shall remain as existing - manufacturer unknown. Front entry doors will be replaced with glass doors _____. Interior doors will be standard commercial grade _____. See attached for details.

Electrical and plumbing layout

All plumbing to remain as existing. Electrical marked on floor plan. See attached.

Mechanical drawings

All specialized equipment will remain as existing. No HVAC, furnace, or equipment will be modified.

Insulation r-factors

R-factors and u-factors will remain as existing and are unknown.

Proof of ownership

See attached.

Electronic files

Included.

ADA compliance

All bathrooms are ADA compliant.

Site plan

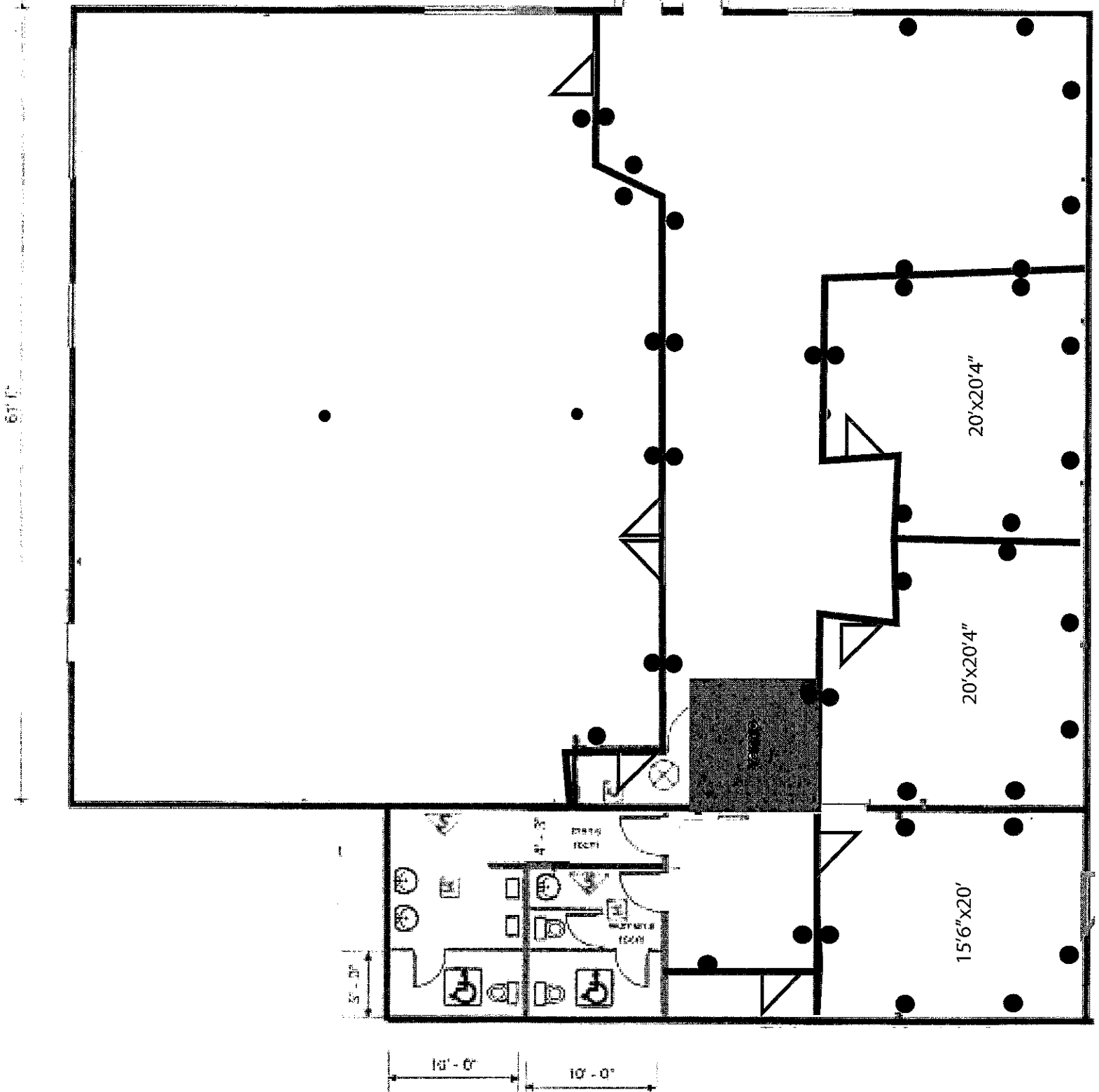
See attached site plan. Existing parking and traffic flow is to remain. No modifications are required for this use.

Gray/Black = existing
(exterior walls are existing
cinder block which will
remain)
Blue = new walls/framing
Red = new doors

Plumbing will remain as
it currently exists

HVAC will remain as it
currently exists

Electrical outlets will be
located by green circles
(minimum of every 12
feet, at least 1 receptacle
per wall)
*Electrical in bathrooms
will remain as existing
**RED "C" represents
existing control panel
which shall remain
***electrical on existing
walls shall remain as is



67' 0"

18' 0" 10' 0"

15' 6" x 20'

20' x 20' 4"

20' x 20' 4"

77' 0" STAIRS

Window

STAIRS

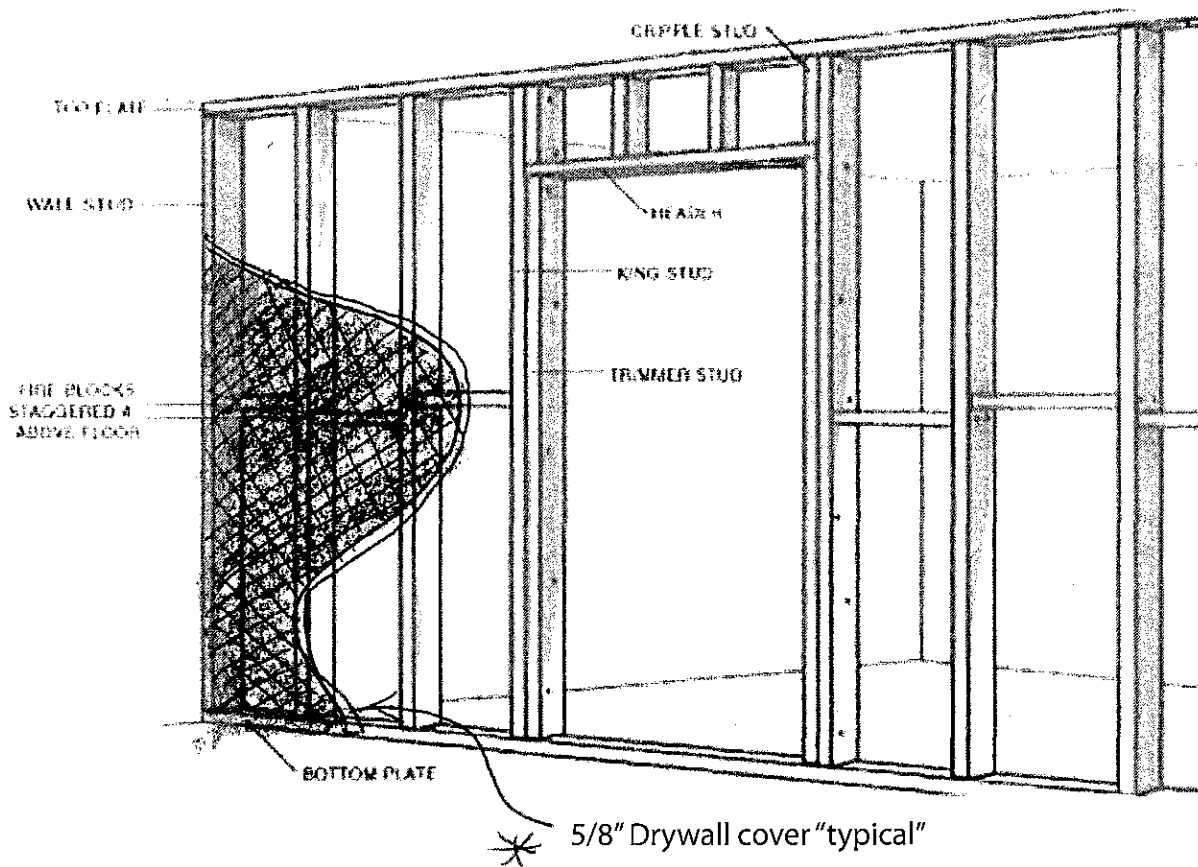
TOILET

MULTIPLE

TOILETS

5' 0"

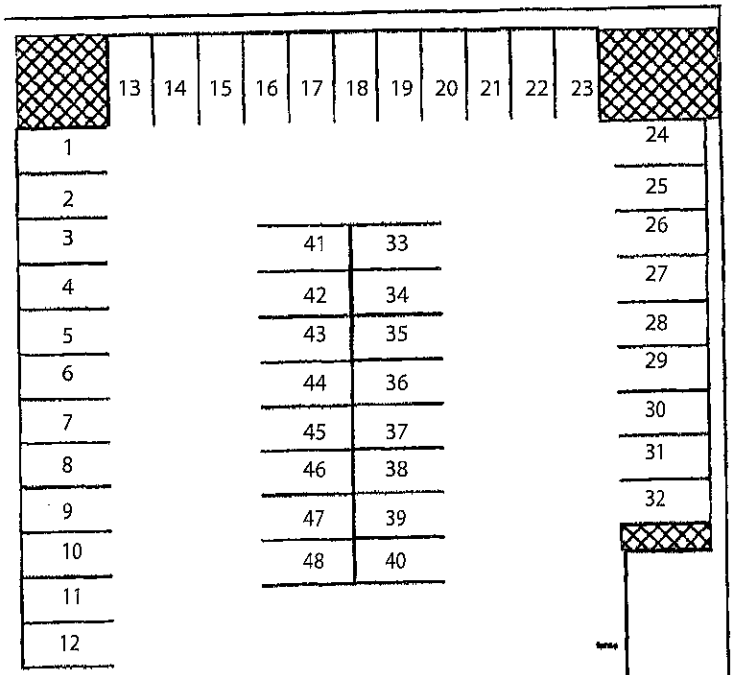
Cross section with framing details



* All studs are 2x4

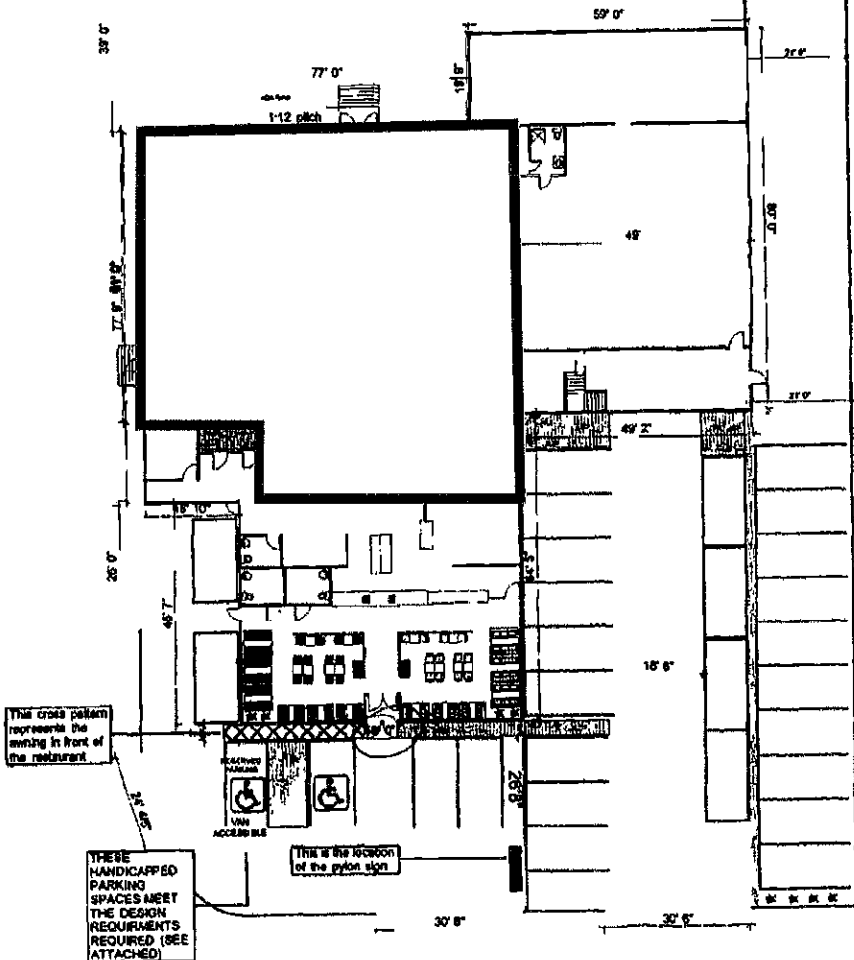
Cross section is representative of typical framing to be used

150' 1/2"



*note parking spaces are 8' X 18' in the rear and side. 9' X 18' in the front of the building

99'-10"
15'9"



PLOT PLAN FOR 1053 FOREST AVE.

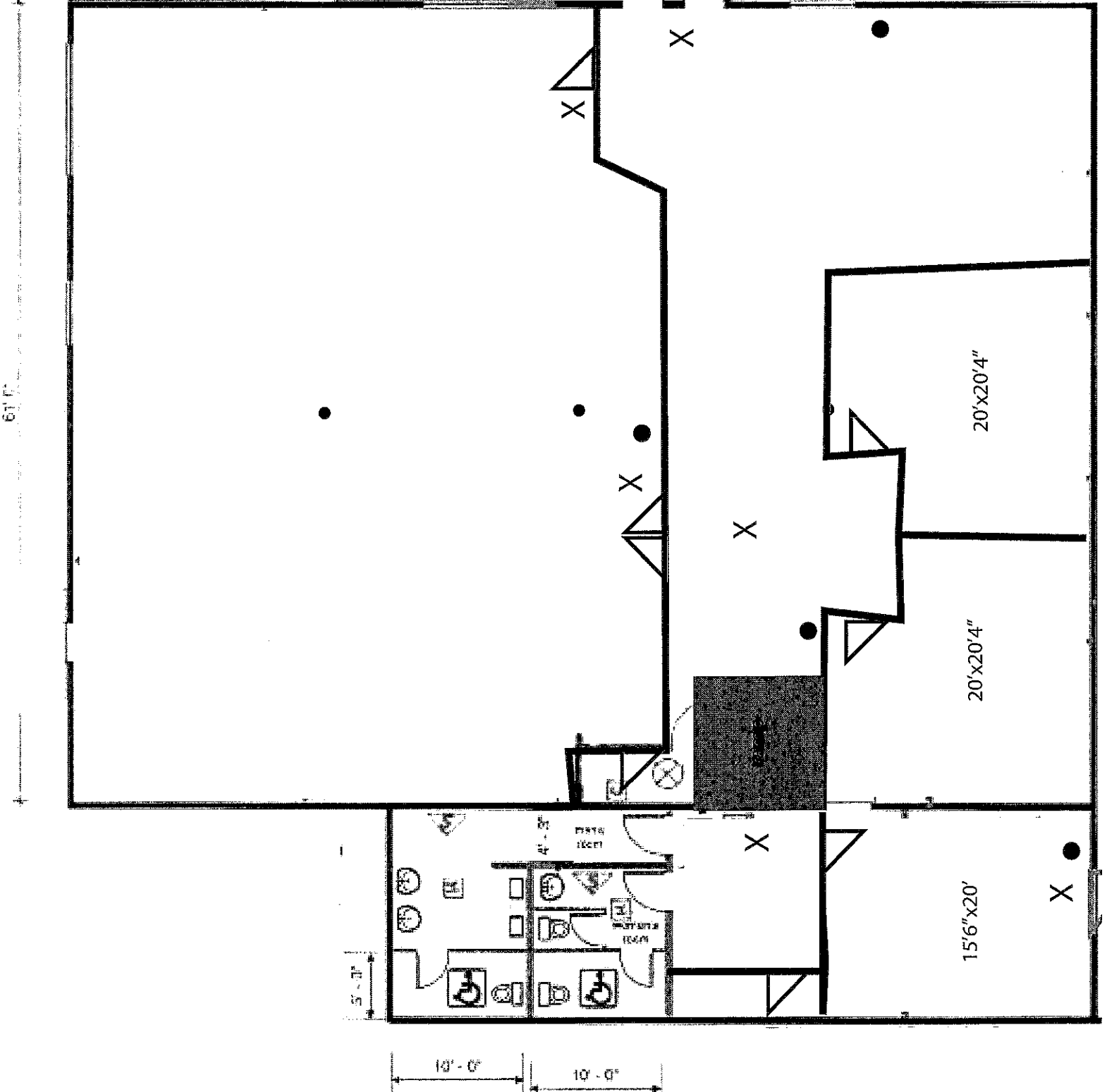
58' 0" frontage

Gray/Black = existing
(exterior walls are existing
cinder block which will
remain)

Blue = new walls/framing
Red triangle = new doors

Red X represents exit sign
locations

Red circle represents fire
extinguishers





One Canal Plaza
Portland, ME 04101

T 207 772 1333
F 207 871 1288

www.boulos.com

February 15, 2012

John Lefevre
1053 Forest Avenue LLC
200 Riverside Industrial Pkwy
Portland, ME 04101

Re: Letter of Intent
1053 Forest Ave

Dear John:

This letter sets forth the terms and conditions under which Next Level Church (hereinafter referred to as "Tenant") is willing to enter into a lease agreement with 1053 Forest Avenue LLC (hereinafter referred to as "Landlord") for space at the above-referenced location.

- Property: 1053 Forest Ave
Portland, Maine
- Tenant: Next Level Church
- Landlord: 1053 Forest Avenue LLC
- Demised Premises: The demised premises shall be deemed to contain 5,558± s.f. of leased space as shown on attached plan. Space is the former Fournier's Martial Arts Center
- Use: Tenant will use the demised premises for activities related to a church.
- Lease Term: Five (5) years and 3 months
- Option Term: One, Five year option at market rent, but no less than paid in prior year, provided six months prior written notice.
- Occupancy Date: Upon lease execution.
- Rent Commencement Date: Three (3) months from date of occupancy, but in no event later than August 1, 2012

Landlord Work: **None. Space to be taken as-is.** Landlord to contribute up to \$50,000 for Tenant's build out of demised premises. Said Tenant Improvement Allowance to be amortized over the lease term (months 4 through 60) at an interest rate of 6%. Use of funds to be limited to the actual construction costs associated with the build out plan shown in attached exhibit A.

Tenant's Work: Any additional modifications to the building by Tenant, or Tenant's agent, shall be submitted to Landlord for its approval prior to commencement of work. Tenant agrees that all work shall be completed in compliance with all applicable state and municipal building codes and ordinances.

Lease Rate: Months 1-3: No base rent. Tenant to pay NNN charges only.
Months 4-15: \$4.50/sf NNN
Months 16-27: \$5.00/sf NNN
Months 28-39: \$5.25/sf NNN
Months 40-51: \$5.50/sf NNN
Months 52-63: \$5.75/sf NNN

The above rent is quoted on a Triple Net Basis. Therefore, Tenant is responsible for its pro rata share of all operating expenses for this property, including, but not limited to, real estate taxes, building maintenance, management, building insurance, water and sewer, parking lot maintenance and repairs, grounds maintenance, common area lighting and common area janitorial, etc. The rent does not include Tenant's premises utility costs. Tenant is directly responsible for its utility expenses for gas and electric. Tenant is also responsible for its premises' janitorial costs. Triple Net expenses are estimated at \$2.67/sf.

Deposit: Upon full execution of this Letter of Intent, Tenant will deposit with CBRE/The Boulos Company the sum of one month's rent. (\$1,968.46). Said deposit will be held in a non-interest bearing escrow account. At the time the lease is executed, said deposit will be forwarded to Landlord and credited toward Tenant's security deposit.

Security Deposit: Upon full execution of a Lease Agreement, Tenant's above deposit will be forwarded to Landlord. This sum represents the security deposit due under the lease. Said deposit will be returned to Tenant at the end of the lease term, provided the premises are left in good repair, "broom clean," and provided Tenant has not been in default of lease. Interest will not be paid on said deposit.

Financials: It is understood that the lease agreement is subject to Landlord's review and approval of Tenant's financial statements and past credit history. Tenant shall submit such information to Landlord within five days of full execution of this Letter of Intent.

Signage: Signage will be at Tenant's sole expense; and, subject to the prior written approval of design and location by Landlord prior to installation, and subject

to standards in use at the property and City of Portland permit. Such approval shall not be unreasonably withheld or delayed.

Brokerage Commission:

Landlord's responsibility, and in accordance with Exclusive Listing Agreement on file with CBRE/The Boulos Company.

Assignment/Sublet:

Tenant shall not be permitted to assign lease or sublet space, without Landlord's prior written approval.

Zoning:

It is the responsibility of Tenant to determine all zoning information and secure all necessary or required permits and approvals for its proposed use of the subject premises. Landlord and CBRE/The Boulos Company make no representations or warranties as to the suitability of, or the ability to obtain regulatory approval for, the subject premises for Tenant's intended use.

Facsimiles:

The undersigned jointly and severally agree to accept fax copies of the documents which have been sent by either party to the other, or to any other party or agent to this transaction, as original documents, with the exception of the final lease document.

Miscellaneous:

It is agreed that this Letter of Intent is subject to the formal execution of a mutually agreeable lease and until such lease is signed by all parties, this Letter of Intent will be non-binding. All parties agree to negotiate in "good faith".

Construction Reimbursement:

Tenant agrees to provide Landlord with a budget prior to construction, which will include cost estimates and quotes for work to be performed. Landlord to reimburse tenant for expenses within 14 days of receipt and approval of invoices for materials and supplies.

Very truly yours,

Daniel Greenstein
CBRE/The Boulos Company

(Signatures to follow on next page)

Permit Permission: I authorize the Church
to obtain permits. John LeFevre

SEEN AND AGREED TO:

Next Level Church, Tenant

Daniel King, Executive Pastor
By: *Daniel King*
Its: *Executive Pastor*

2/15/12
Date:

1053 Forest Avenue LLC, Landlord

John L. Fure
By:
Its:

2/19/12
Date: