Portland, Maine



Yes. Life's good here.

Permitting and Inspections Department Michael A. Russell, MS, Director

General Building Permit Application

Project Address: 901 Washington Avenue - Portland		
Tax Assessor's CBL: 174	B002 Cost of	Work: \$ \$21,000
Chart # Proposed use (e.g. single-family	retail, restaurant, etc.): commerc	ial
Current use: Commercial		urrently vacant:
	/ulti-Family Residential	One/Two Family Residential
Type of work (check all that a	pply):	
 New Structure Addition Alteration Amendment Shed Demolition - Structure Demolition - Interior Garage - Attached Garage - Detatched 	☐ Foundation Only ☐ Fence ☐ Pool - Above Ground ☐ Pool - In Ground ☐ Retaining Wall ☐ Replacement Windows ☐ Commercial Hood System ☐ Tank Installation/Replacement	☐ Change of Ownership - Condo Conversion ☐ Change of Use ☐ Change of Use - Home Occupation ☐ Radio/Telecommunications Equipment ☐ Radio/Telecommunications Tower ☐ Tent/Stage ☐ Wind Tower ☐ Solar Energy Installation ☐ Site Alteration
the floor plan to adjust office a	and conference room sizes as we SF) w/in tenant space of approx 2	ne Medical Center. Includes modification of all as new finishes (carpet/paint) throughout 27,307SF. Code Review attached. Phone: (207) 408 - 5950
Address: 165 Spurwink Ro		Email: jat@maine.rr.com
Lessee/Owner Name (if differen		e Health Phone: (207) 662 - 8065 Email: cloutr@mmc.org
Contractor Name (if different):	American Heritage Painting	9 Phone: (800) 889 _ 1837
Address: 35 Dennett Road		Email: americanheritagecontractors@gmail.com
I hereby certify that I am the owner of have been authorized by the owner to jurisdiction. In addition, if a permit for	record of the named property, or that the make this application as his/her authoriz work described in this application is issue	e owner of record authorizes the proposed work and that I ed agent. I agree to conform to all applicable laws of this ed, I certify that the Code Official's authorized at any reasonable hour to enforce the provisions of the
Signature: Julie Tu <u>p</u>	орег	Date:

Review of this application will not begin until the permit payment is received. This is not a permit. Work may not commence until the permit is issued.



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Requirements for Electronic Submissions

In order to ensure the most expedient review of your application, please meet the requirements below for all electronic submissions:

- Drawings sheets shall be submitted individually-- each PDF file shall contain no more than
 one drawing sheet. Only PDF files are acceptable for plan review, and each file shall not
 exceed 5MB in size.*
- Drawing files shall be named based on the drawing sheet number and name. It is recommended to include a Category/Discipline letter (such as A for Architectural), a sheet number and a descriptive title (e.g., A1 Existing Exterior Elevation).
- Revised file submissions must use the <u>exact same file name</u> as originally submitted. The Electronic Plan Review software will recognize this submission as Version 2.
- Supporting documents shall be submitted as an individual PDF file for each document (these documents may be multi-page PDF files) and named based on the document type (e.g., "Deed", "Stormwater Report", "Permit Application", etc.). Searchable PDF files are requested for calculations, reports and other supporting documents.
- A graphic scale or a scale to reference shall be included on each drawing sheet.
- Plans prepared by a design professional shall include a Code Analysis sheet, referencing
 the Maine Uniform Building and Energy Code and Portland City Code, Chapter 10 Fire
 Prevention and Protection, which includes National Fire Protection Association (NFPA) 1,
 Fire Code and NFPA 101, Life Safety Code. Chapter 10 of the City Code can be viewed at:
 http://www.portlandmaine.gov/citycode/chapter010.pdf.
- Files shall be submitted via email to <u>permitting@portlandmaine.gov</u>. The email subject line shall include the project address and type of permit. Multiple emails may be sent for one project if the files exceed the maximum file size.
- Submissions should include all required documents and drawings as listed on the appropriate Submission Checklist sheet specific to the type of work being performed.

For further information and to access PDF versions of this and other forms, visit the Permitting and Inspections Department online at http://portlandmaine.gov/1728/Permitting-Inspections.

^{*}To download a free version of Adobe Acrobat Reader, please visit: https://get.adobe.com/reader/



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Electronic Signature and Fee Payment Confirmation

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

- ➤ Electronic check or credit card: portlandmaine.gov/payyourpermit
- Over the phone at (207) 874-8703
- > Drop off to Room 315, City Hall
- Mail to:

City of Portland
Permitting and Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. Work may not commence until permit is issued.

Applicant Signature: <u>Julie Tupper</u>	
I have provided electronic copies and sent themon:	1/23/17 Date:
NOTE: All electronic paperwork must be delivered to permitting@portland drive to the office.	maine.gov or with a thumb

If you or the property owner owes taxes or user charges on property within the City, payment arrangements must be made before a permit application is accepted.