

**From:** Timothy Ingraham <tim.ingraham@gmail.com>  
**To:** Jeanie Bourke <JMB@portlandmaine.gov>  
**Date:** 1/12/2016 11:48 AM  
**Subject:** Re: 314 Stevens Avenue - Admin Author #2015-183  
**Attachments:** Floor Plan.pdf

Good afternoon Jeanie,

Attached is the updated information titled "Floor Plan" per your earlier request. It includes an additional page for the basement plan that references the fire wall for the unit separation, the fire door to access the space and the electrical panel that needs to be installed (in addition to the Meters that would need to be installed as well). Any ductwork that would need to be moved/worked around for the firewall to be installed properly would occur as well.

Please let me know if you need anything else.

Sincerely,

Tim i.

On Mon, Jan 11, 2016 at 3:32 PM, Jeanie Bourke <JMB@portlandmaine.gov> wrote:

> Hi Tim,

>

> I apologize that the information required to obtain a building permit to  
> change the use of your property from a single family to two family was not  
> as clear as it could have been. The requirement for fire separation is  
> listed on the attached application checklist, however, I can understand  
> that this may have been overlooked as you were not contemplating any work  
> or construction.

> We will take measures to include language on multiple documents to advise  
> applicants that additional building codes may apply.

>

> Moving forward, I spoke with Ann Machado and she agreed that if the permit  
> is issued by January 16th and some of the work commences, ie. wall  
> studs within 30 days that the Conditional Use Approval will be remain in  
> effect. That being said, the work to satisfy the permit requirements and  
> the Certificate of Occupancy will need to continue to be pursued in a  
> timely manner in order to comply with both zoning and building requirements.

>

> In order for me to approve the permit, I will need details on how the fire  
> separation between the units will be continued in the basement. As we  
> discussed earlier today, please provide a basement plan with your  
> construction details on how to achieve this. You can add a 1 hour fire door  
> if you want to maintain access to both sides of the basement. In addition,  
> as mentioned, a separate electrical meter will be required for the new  
> dwelling.

>

> As I agreed, I have added some notes on the plans and application for the  
> other items, ie. to remove the new entry deck and steps from the scope and  
> that the door infill will now have 5/8" firecode drywall to separate the  
> units.

>

> Let me know if you have any questions.  
> Best,  
> Jeanie  
>  
> >>> Timothy Ingraham <tim.ingraham@gmail.com> 1/5/2016 9:14 AM >>>  
> Good afternoon Jeanie,  
>  
> Attached is the Floor Plan.pdf with original document and updated info  
> answering the questions you requested regarding our apartment. Please let  
> me know if more information is required. Additionally, we have decided to  
> halt on the porch project for now and may revisit it in the spring. We've  
> had some unforeseen costs come up and cannot afford the porch install at  
> this point. Is there another document I need to fill out to remove the  
> porch from this Building Permit Application?  
>  
> I hope you had a nice holiday season!  
> Sincerely,  
>  
> Tim I.  
>  
> On Wed, Dec 2, 2015 at 3:52 PM, Jeanie Bourke <JMB@portlandmaine.gov>  
> wrote:  
>  
>> Hi Tim,  
>>  
>> I have completed the review of the above project for building code and  
>> have the following comments as noted on the attached file(s). I have also  
>> attached a guide for required information for construction of a deck and  
>> stairs.  
>>  
>> Please send all revisions to this (my) email and please note that the pdf  
>> file name shall be exactly as the original, refer to the name of the  
>> attached file(s). Our Eplan program will automatically assign a version to  
>> the revised plans.  
>>  
>> Please let me know if you have any questions,  
>>  
>> Thanks,  
>>  
>> Jeanie  
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>>  
>> \*Jeanie BourkeCEO/LPI/Plan Reviewer\*  
>>  
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>>  
>> \*City of PortlandPlanning & Urban Development Dept./ Inspections  
>> Division389 Congress St. Rm 315Portland, ME 04101jmb@portlandmaine.gov  
>> <jmb@portlandmaine.gov>Direct: (207) 874-8715 <%28207%29%20874-8715>\*  
>>  
>> \*Office: (207) 874-8703 <%28207%29%20874-8703>\*  
>> \*Permit status can be viewed at:

>> <http://www.portlandmaine.gov/792/Permit-Status>  
>> <<http://www.portlandmaine.gov/792/Permit-Status>>\*  
>> >>> Timothy Ingraham <tim.ingraham@gmail.com> 12/2/2015 9:22 AM >>>  
>> Good morning everyone,  
>>  
>> Any headway been made on this? It has been over a month since this  
>> process has started. Thanks in advance for any information you can provide.  
>>  
>> Sincerely,  
>>  
>> Tim I.  
>>  
>> On Fri, Oct 30, 2015 at 4:12 PM, Barbara Barhydt <BAB@portlandmaine.gov>  
>> wrote:  
>>  
>>> Good afternoon:  
>>> I have approved the administrative authorization for this parcel with  
>>> two conditions of approval. The approval is attached. Please work with the  
>>> Inspection Division on any required building permits.  
>>> Thank you.  
>>> Barbara  
>>> Barbara Barhydt  
>>> Development Review Services Manager  
>>> Planning Division  
>>> 389 Congress Street 4th Floor  
>>> Portland, ME 04101  
>>> (207) 874-8699  
>>> Fax: (207) 756-8256  
>>> bab@portlandmaine.gov  
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