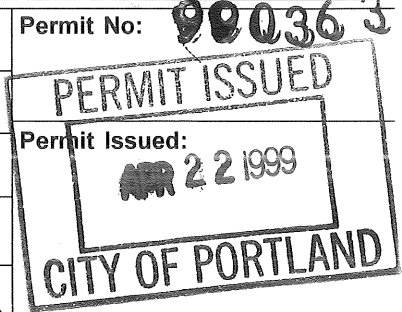


**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: 302 Stevens Ave		Owner: Portland Soc of the Swedenborgian Church 772-8277		Phone: 772-8277	Permit No: <b>990363</b>
Owner Address: * 302 Stevens Ave Portland ME 04103		Lessee/Buyer's Name: ** Mark Allen		Phone: 741-2010	Business Name:
Contractor Name: Same		Address:		Phone:	
Past Use: Church		Proposed Use: Church		COST OF WORK: \$ 8,500	PERMIT FEE: \$ 65.00
				FIRE DEPT. <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group <b>A-4</b> Type: <b>5B</b> <b>BOCA 96</b>
Proposed Project Description:  Replacement of existing non-conform concrete steps w/ new stairs & handicapped ramp		Signature:		Signature: <i>[Handwritten Signature]</i>	
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		Zone: CBL: 176-B-011	
		Action: Approved <input type="checkbox"/> Approved with Conditions: <input type="checkbox"/> Denied: <input type="checkbox"/>		Zoning Approval: <i>[Handwritten]</i> <b>Special Zone or Reviews:</b> <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: <b>UB</b>		Date Applied For: <b>December 4, 1998</b>			



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..

**Zoning Appeal**

Variance  
 Miscellaneous  
 Conditional Use  
 Interpretation  
 Approved  
 Denied

**Historic Preservation**

Not in District or Landmark  
 Does Not Require Review  
 Requires Review

**Action:**

Approved  
 Approved with Conditions  
 Denied

Date: *[Handwritten Signature]*

**PERMIT ISSUED WITH REQUIREMENTS**

**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

December 4, 1998

SIGNATURE OF APPLICANT ADDRESS: DATE: PHONE:

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE PHONE:

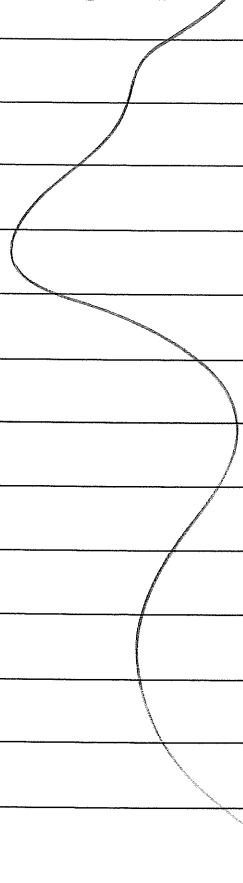
White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

CEO DISTRICT

**3**

COMMENTS

05/01/00 - all work complete and appears to meet permit requirements  
Close out



Inspection Record

Type	Date
Foundation: _____	_____
Framing: _____	_____
Plumbing: _____	_____
Final: _____	_____
Other: _____	_____

**THIS IS NOT A PERMIT/CONSTRUCTION CANNOT COMMENCE UNTIL THE PERMIT IS ISSUED**

**Building or Use Permit Pre-Application  
Attached Single Family Dwellings/Two-Family Dwelling  
Multi-Family or Commercial Structures and Additions Thereto**

In the interest of processing your application in the quickest possible manner, please complete the Information below for a Building or Use Permit.

**NOTE\*\*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 (include Portion of Building): <b>302 Stevens Ave, Portland</b>			
Total Square Footage of Proposed Structure <b>441 s.f.</b>		Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number <b>010 &amp; 011 10&amp;11</b>		Owner: <b>Portland Soc of the Swedenborgian Church New</b>	Telephone#: <b>772-8277</b>
Chart# <b>176</b>	Block# <b>H - 011</b>	Lot# <b>130-131</b>	
Owner's Address: <b>MARK ALLEN 302 Stevens Ave Portland, ME 04103</b>		Lessee/Buyer's Name (If Applicable) <b>741-2010</b>	Cost Of Work: <b>\$48,500</b> Fee: <b>\$65</b>
Proposed Project Description: (Please be as specific as possible) <b>Replacement of exist. non-conform concrete steps w/ new deck, stairs &amp; handicapped ramp</b>			
Contractor's Name, Address & Telephone <b>The church is doing the work</b>			Rec'd By <b>UB</b>
Current Use: <b>Church</b>		Proposed Use: <b>Church</b>	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1995 B.O.C.A. Mechanical Code.

You must include the following with you application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

**4) Building Plans**

Unless exempted by State Law, construction documents must be designed by a registered design professional. A complete set of construction drawings showing all of the following elements of construction:

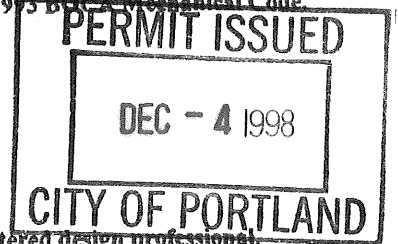
- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review must be included.

**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/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 of applicant: <i>Mark Allen</i>	Date: <b>11-24-98</b>
---	-----------------------

Building Permit Fee: \$25.00 for the 1st \$1000. cost plus \$5.00 per \$1,000.00 construction cost thereafter.  
Additional Site review and related fees are attached on a separate addendum



## BUILDING PERMIT REPORT

DATE: 5 Dec. 98 ADDRESS: 302 Stevens Ave. CBL 176-H-011  
REASON FOR PERMIT: Replace steps / handicapped ramp.  
BUILDING OWNER: Portland Soc. of The Swedenborgian Church  
CONTRACTOR: ↑  
PERMIT APPLICANT: Mark Matthews  
USE GROUP A-4 BOCA 1996 CONSTRUCTION TYPE 3B

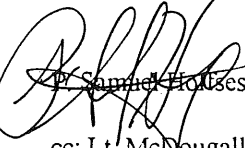
### CONDITION(S) OF APPROVAL

This Permit is being issued with the understanding that the following conditions are met:

Approved with the following conditions: \*1, \*2, \*10, \*26, \*31, #28, #33

- \* 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)
- 2.5 Foundation drain shall be placed around the perimeter of a foundation that consists of gravel or crushed stone containing not more than 10 percent material that passes through a No. 4 sieve. The drain shall extend a minimum of 12 inches beyond the outside edge of the footing. The thickness shall be such that the bottom of the drain is not higher than the bottom of the base under the floor, and that the top of the drain is not less than 6 inches above the top of the footing. The top of the drain shall be covered with an approved filter membrane material. Where a drain tile or perforated pipe is used, the invert of the pipe or tile shall not be higher than the floor elevation. The top of joints or top of perforations shall be protected with an approved filter membrane material. The pipe or tile shall be placed on not less than 2" of gravel or crushed stone, and shall be covered with not less than 6" of the same material. Section 1813.5.2
- 2.6 Foundations anchors shall be a minimum of 1/2" in diameter, 7" into the foundation wall, minimum of 12" from corners of foundation and a maximum 6' o.c. between bolts. (Section 2305.17)
3. Precaution must be taken to protect concrete from freezing. Section 1908.0
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 1/2 inch gypsum board or the equivalent applied to the garage means of 1/2 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). Chapter 12 & NFPA 211
7. Sound transmission control in residential building shall be done in accordance with Chapter 12 section 1214.0 of the city's building code.
- \* 8. Guardrails & 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. (Handrails shall be a minimum of 34" but not more than 38". Use Group R-3 shall not be less than 30", but not more than 38".) Handrail grip size shall have a circular cross section with an outside diameter of at least 1 1/4" and not greater than 2". (Sections 1021 & 1022.0) - Handrails shall be on both sides of stairway. (Section 1014.7)
9. Headroom in habitable space is a minimum of 7'6". (Section 1204.0)
- \* 10. 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. (Section 1014.0)
11. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6' 8") 1014.4

12. 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. ( Section 1018.6 )
13. 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. Section 1010.1
14. 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. (Over 3 stories in height requirements for fire rating is two (2) hours.) Section 710.0
15. The boiler shall be protected by enclosing with (1) hour fire-rated construction including fire doors and ceiling, or by providing automatic extinguishment. Table 302.1.1
16. 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 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) Section 920.3.2
17. 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. Section 921.0
18. The Fire Alarm System shall be maintained to NFPA #72 Standard.
19. The Sprinkler System shall maintained to NFPA #13 Standard.
20. 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)
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. Ventilation shall meet the requirements of Chapter 12 Sections 1210. Of the City's Building Code. (crawl spaces & attics)
24. All electrical, plumbing and HVAC permits must be obtained by a Master Licensed holders of their trade.
25. All requirements must be met before a final Certificate of Occupancy is issued.
- x 26. All building elements shall meet the fastening schedule as per Table 2305.2 of the City's Building Code. (The BOCA National Building Code/1996).
27. Ventilation of spaces within a building shall be done in accordance with the City's Mechanical Code (The BOCA National Mechanical Code/1993). ( Chapter M-16 )
- (28) Please read and implement the attached Land Use-Zoning report requirements. *Because of front setback the front lot line shall be clearly marked & documented on site*
29. Boring, cutting and notching shall be done in accordance with Sections 2305.4.4, 2305.5.1 and 2305.3. of the City's on Site building code.
30. Glass and glazing shall meet the requirements of Chapter 24 of the building code.
- x 31. All ramps used as a means of egress shall meet the requirements of Section 1016.0 of The City's building Code. (The BOCA National Building Code/1996).
33. The New RAMP shall be no closer than the existing porch.

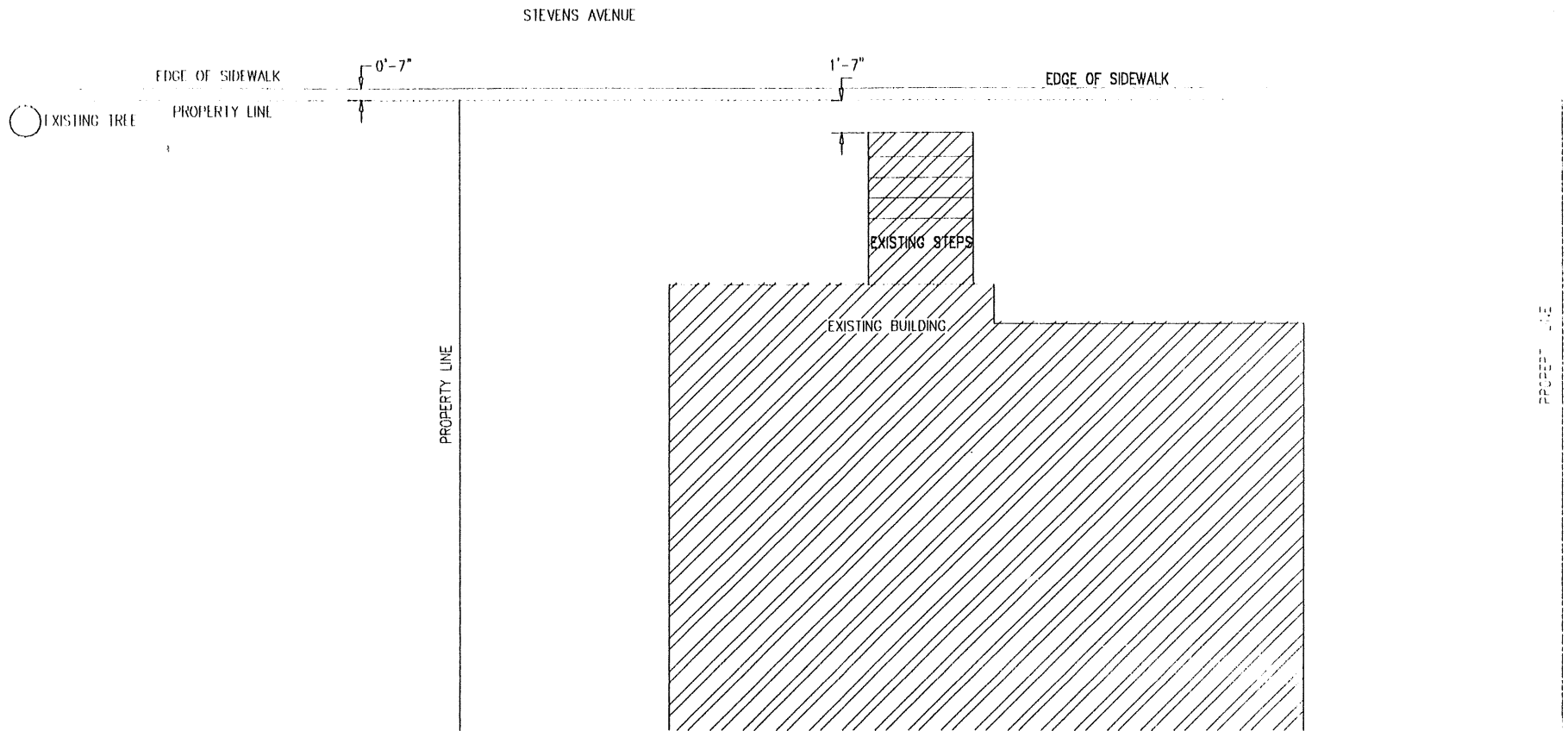
 Samuel Hollies, Building Inspector

cc: Lt. McDougall, PFD  
Marge Schmuckal, Zoning Administrator

SWEDENBORGIAN CHURCH: EXISTING STEPS

1'-0" = 1/8"

11/23/98



**APPLICATION FOR EXEMPTION FROM SITE PLAN REVIEW**

Swedenborgian Church

11-24-95

Applicant 302 STEWENSON, BATHAND, ME 04105

Application Date STAIRS RAMP STEPS

Applicant's Mailing Address MAIL ALBA - 741-2010

Project Name/Description 302 STEWENSON AVE.

Consultant/Agent/Phone Number \_\_\_\_\_

Address of Proposed Site \_\_\_\_\_

Description of Proposed Development: Renoval of exist concrete steps, addition of wood deck stairs & handcrapped ramp

Please Attach Sketch/Plan of Proposal/Development

Applicant's Assessment  
(Yes, No, N/A)

Planning Office  
Use Only

Criteria for Exemptions:

See Section 14-523 (4)

a) Within Existing Structures; No New Buildings, Demolitions or Additions	<u>YES</u>	<input checked="" type="checkbox"/>
b) Footprint Increase Less Than 500 Sq. Ft.	<u>YES</u>	<input checked="" type="checkbox"/>
c) No New Curb Cuts, Driveways, Parking Areas	<u>N/A</u>	<input checked="" type="checkbox"/>
d) Curbs and Sidewalks in Sound Condition/ Comply with ADA	<u>YES</u>	<input checked="" type="checkbox"/>
e) No Additional Parking / No Traffic Increase	<u>N/A</u>	<input checked="" type="checkbox"/>
f) No Stormwater Problems	<u>N/A</u>	<input checked="" type="checkbox"/>
g) Sufficient Property Screening	<u>YES</u>	<input checked="" type="checkbox"/>
h) Adequate Utilities	<u>YES</u>	<input checked="" type="checkbox"/>

Planning Office Use Only:

Exemption Granted  Partial Exemption \_\_\_\_\_ Exemption Denied \_\_\_\_\_

An exemption from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspection office, Room 315, City Hall (874-8703), to determine what other City permits, such as a building permit, will be required.

Planner's Signature Sam Chyph Date 12/1/95

White - Planning Office

Pink - Inspections

Yellow - Applicant

**PROVISION OF PORTLAND CITY CODE**  
**§ 14-523 (SITE PLAN ORDINANCE)**  
**RE: EXCEPTIONS TO SITE PLAN REVIEW**

**Sec. 14-523. Approval required.**

No person shall undertake any development without obtaining approval therefor under this article.

(4) The Planning authority shall exempt from review under all standards in this article developments that meet all of the following requirements:

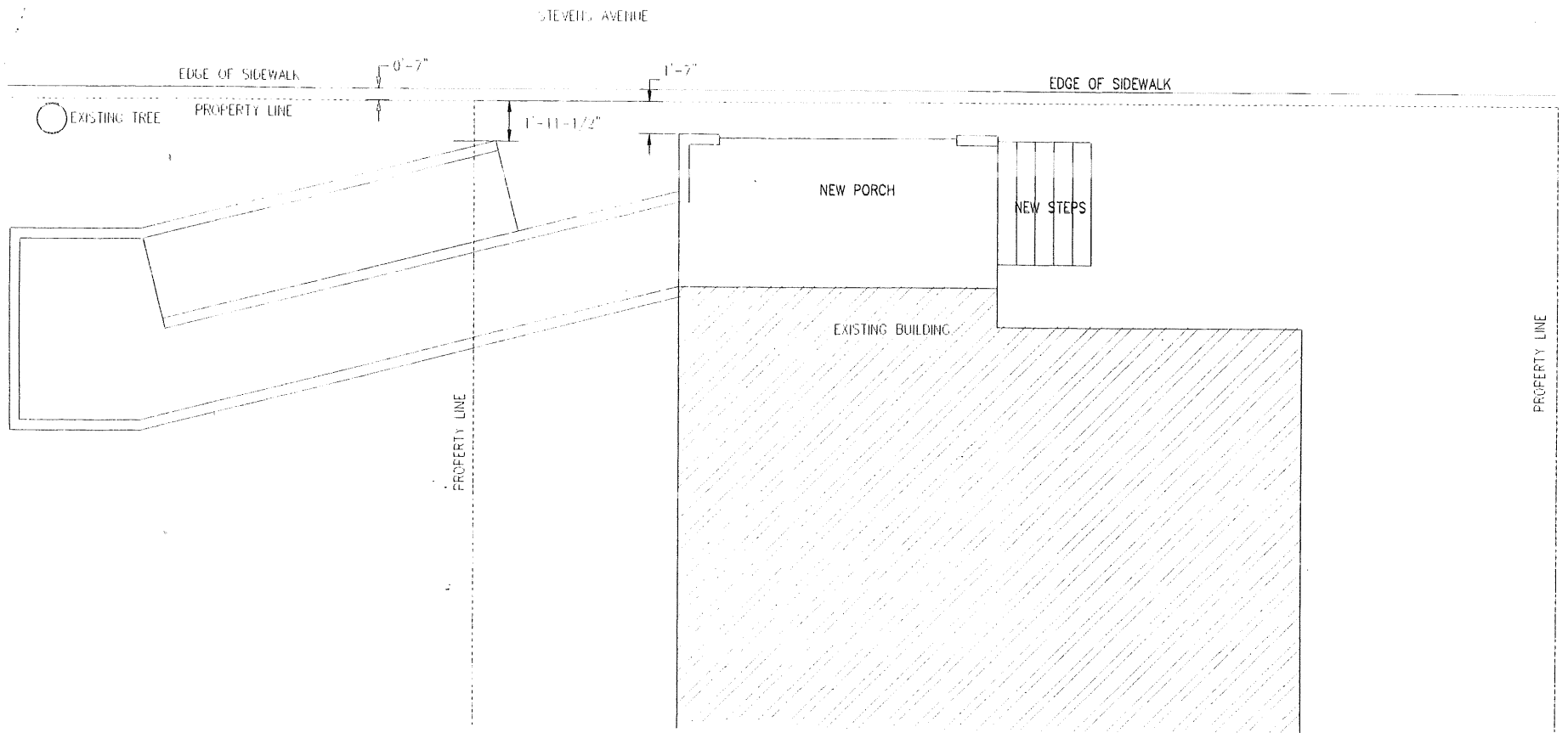
- a. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
- b. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
- c. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
- d. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
- e. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
- f. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
- g. There are no evident deficiencies in existing screening from adjoining properties; and
- h. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.

A developer claiming exemption under this subsection shall submit a written request for exemption stating that the proposal meets all of the provisions in standards a-h of this subsection, including an itemized statement by a qualified professional. Upon receipt of such a request, the planning authority will visit the site to verify that the exemption is applicable due to compliance with the standards. The planning authority, after consultation with the public works authority, shall render a written decision within ten (10) working days after receipt of a written request for exemption that contains all the information required by this subsection. If a full exemption is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. The planning authority may require full site plan review of a project that meets the criteria of this subsection if it determined that there is a substantial public interest in the project.

In the event that the planning authority determines that standards a and b of this subsection and at least four (4) of the remaining standards have been met, the planning authority shall review the site plan under the review standards in section 14-526 that are affected by the standards in this subsection that have not been met. An application that receives review by the planning board shall receive a complete review under the standards of section 14-526. The planning authority shall notify an applicant in writing that full or partial site plan review is required, the reasons for the decision, and the information that will be required for site plan review.

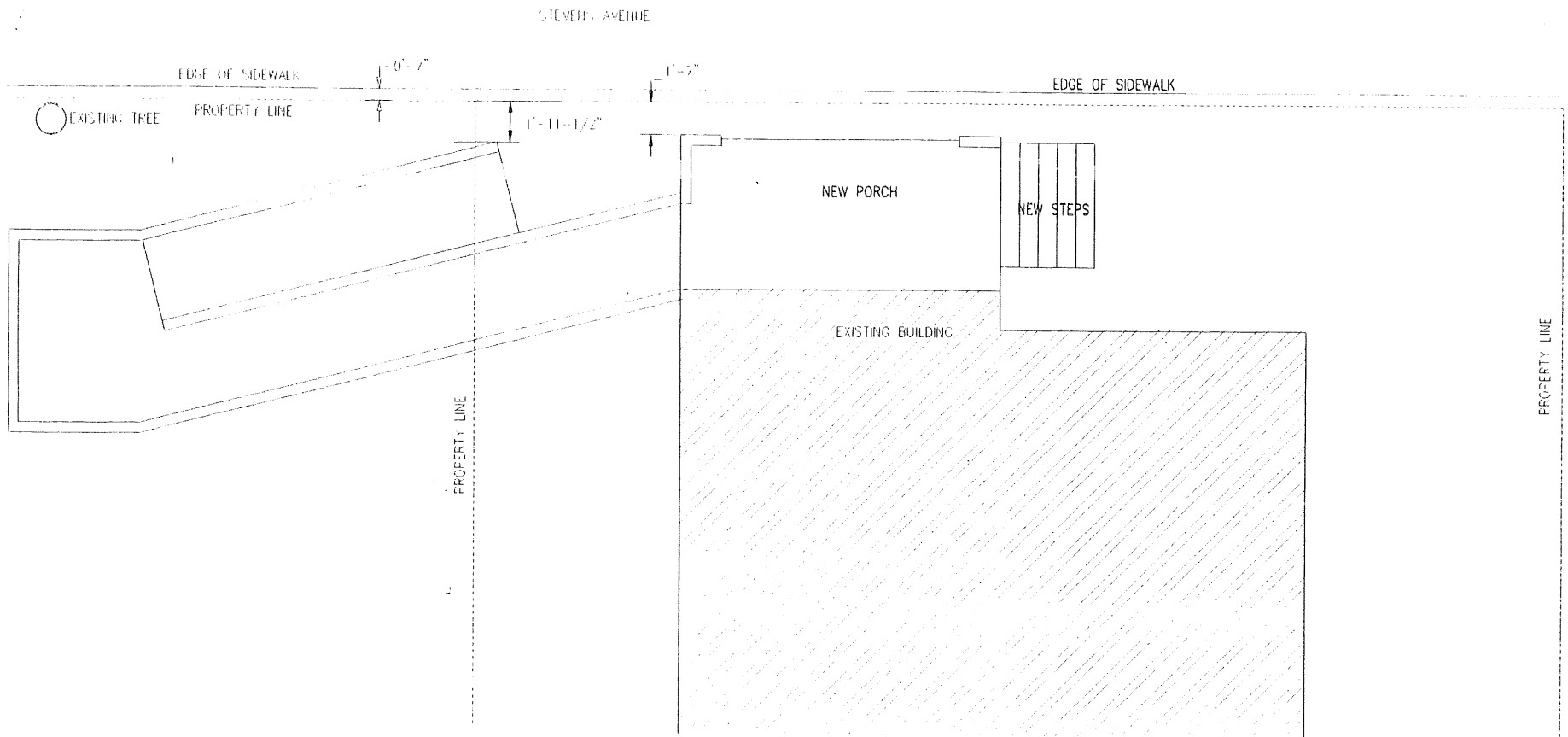






S-3

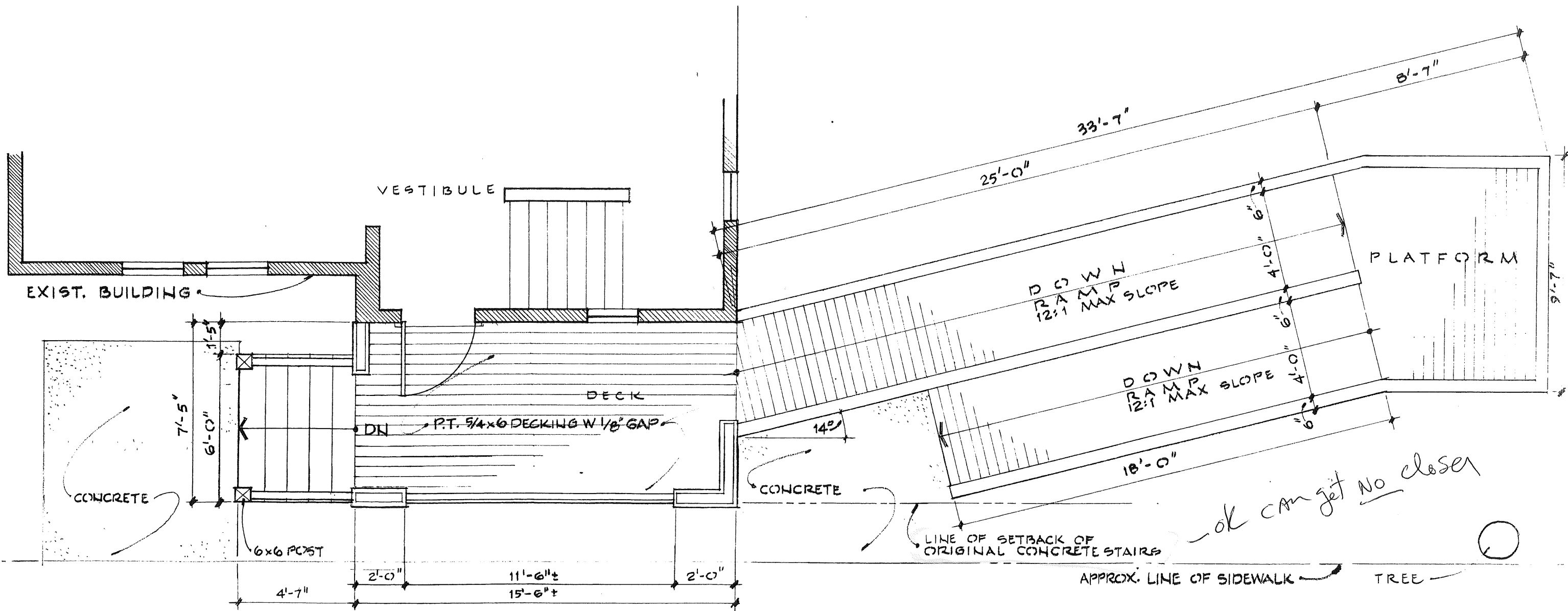
4/20/99



SWEDENBORGIAN CHURCH  
SITE PLAN

S-1

4/20/99

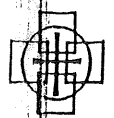
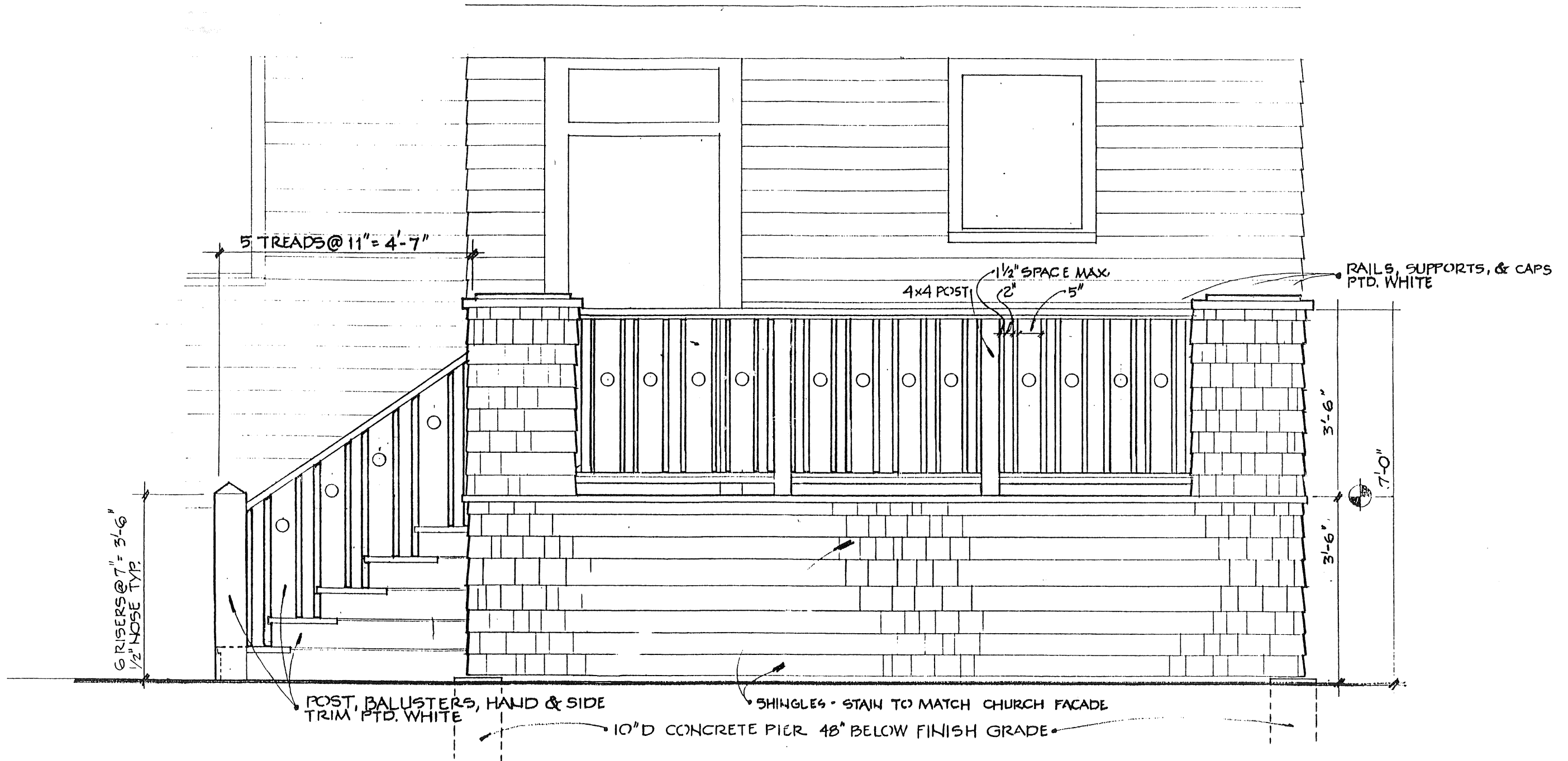


THE SWEDENBORGIAN CHURCH  
302 STEVENS AVENUE PORTLAND, MAINE

NEW DECK AND RAMP  
PLAN VIEW

SCALE: 1/4" = 1'-0"  
DATE: 11/23/98  
REVISED: 3/13/99

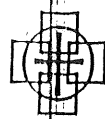
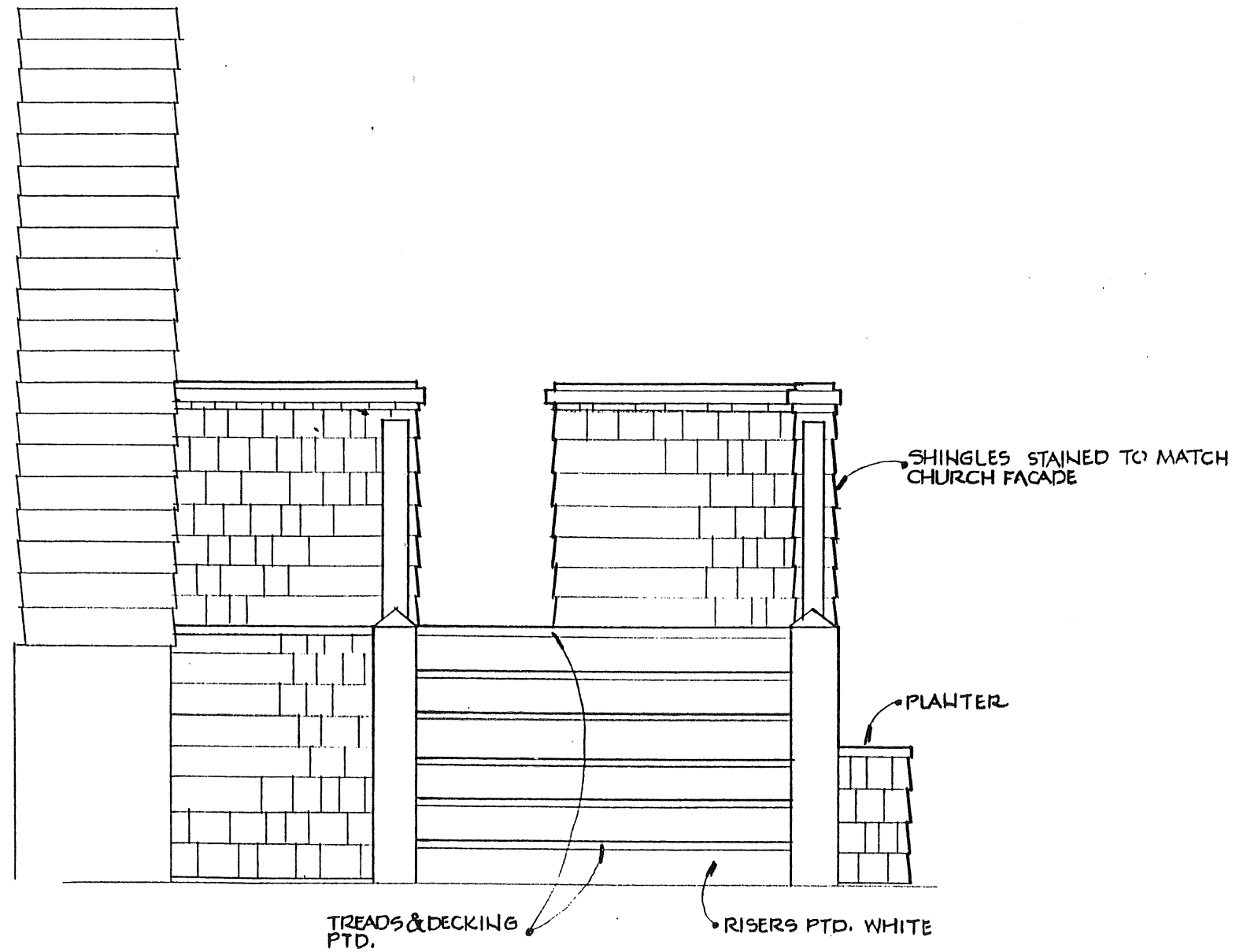
4/20/99



THE SWEDENBORGIAN CHURCH  
302 STEVENS AVENUE PORTLAND, MAINE

NEW DECK AND RAMP  
FRONT DECK ELEVATION

SCALE: 1/2" = 1'-0"  
DATE: 11.22.98

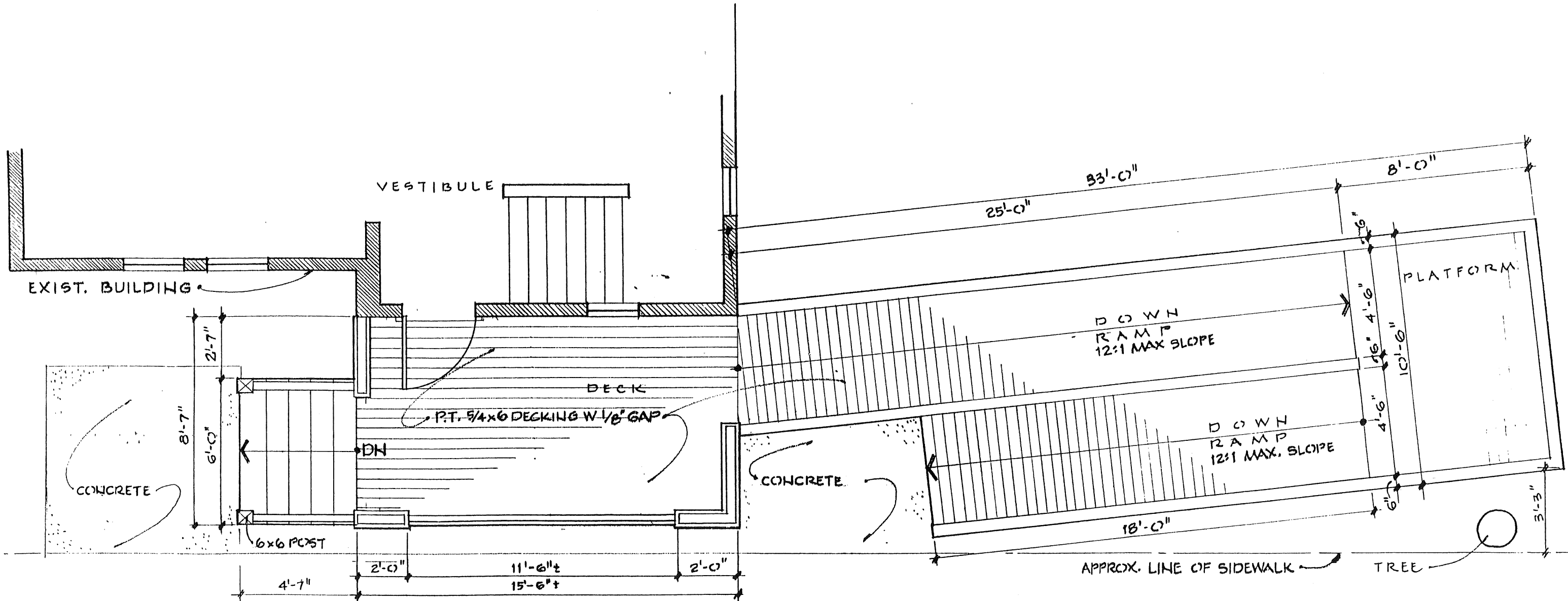


THE SWEDENBORGIAN CHURCH  
 302 STEVENS AVENUE PORTLAND, MAINE

NEW DECK AND RAMP  
 RAMP ELEVATION

SCALE: 1/2"=1'-0"  
 DATE: 11.22.98





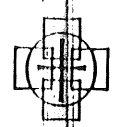
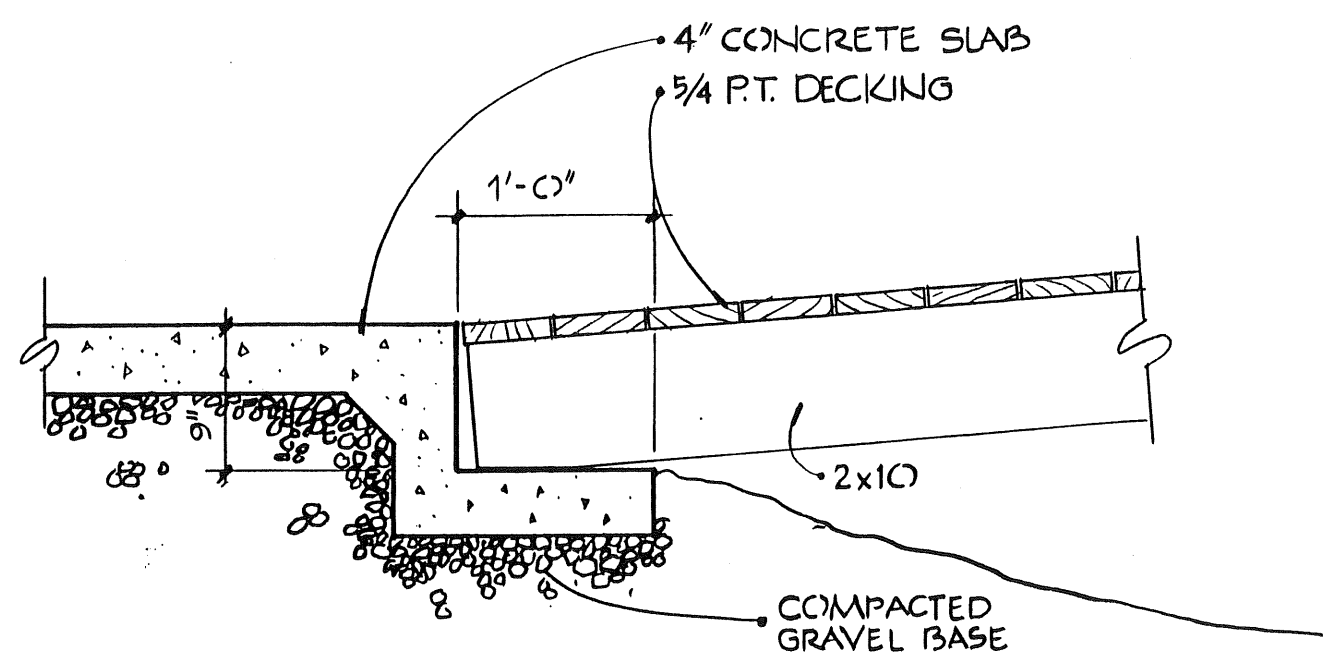
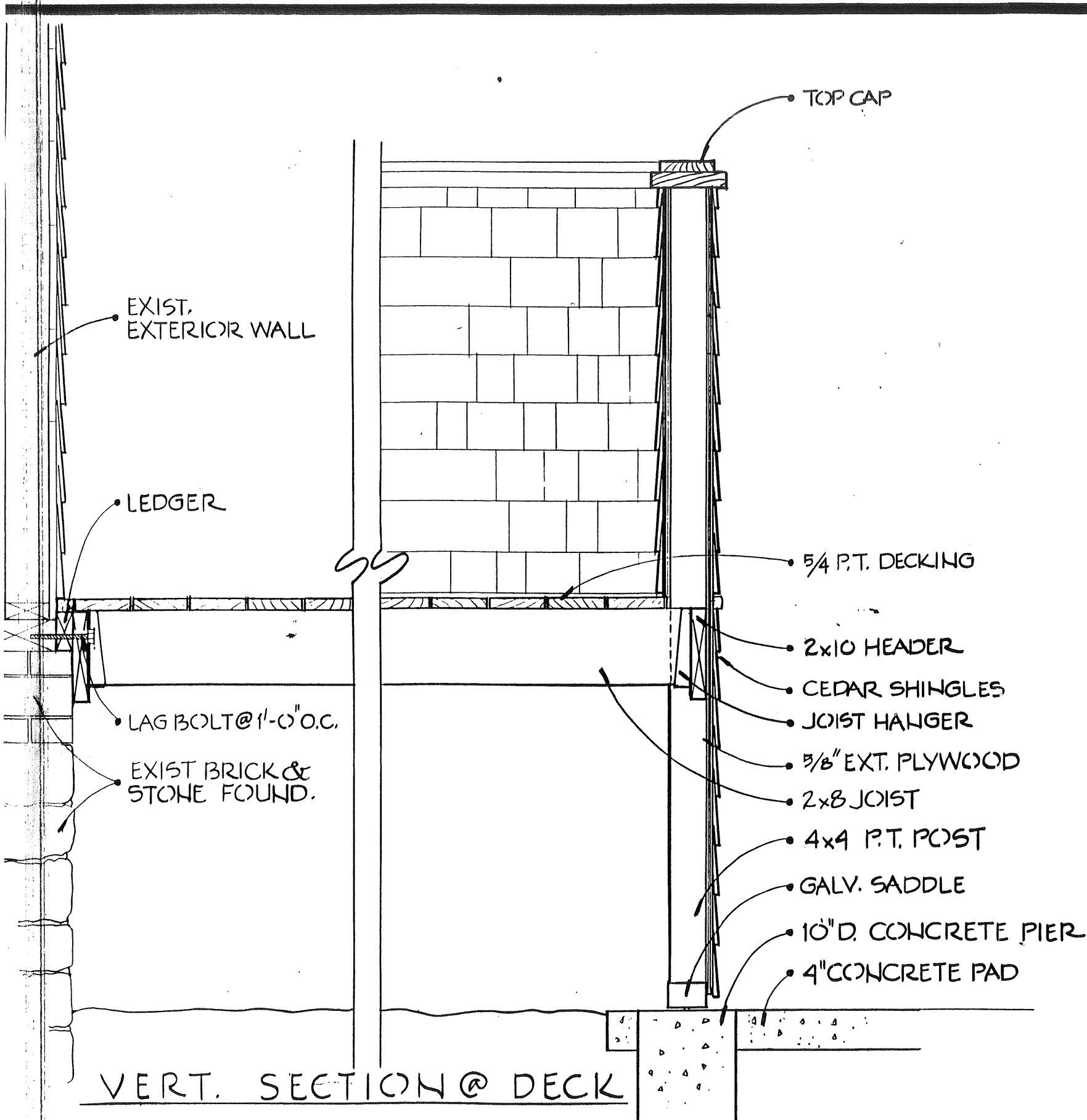
THE SWEDENBORGIAN CHURCH  
 302 STEVENS AVENUE PORTLAND, MAINE

NEW DECK AND RAMP  
 PLAN VIEW

SCALE: 1/4" = 1'-0"  
 DATE: 11/23/98







THE SWEDENBORGIAN CHURCH  
302 STEVENS AVENUE PORTLAND, MAINE

NEW DECK AND RAMP  
SECTION VIEW

SCALE: 1" = 1'-0"  
DATE: 11/23/98