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## MEMORANDUM

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**To:** FILE  
**From:** Jean Fraser  
**Subject:** Application ID: 2015-058  
**Date:** 7/9/2015

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**Comments Submitted by: Keith Gautreau/Fire on 5/6/2015**

**Premises Identification**

The main entrance of the building must be the address for the property. This should be consistent with 911, tax assessor, Inspections Division and future mailing address.

Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer.

If the building entry faces a different street, both the street name and number should be large enough to read from the street.

Address numbers must be a minimum of 4 inches high.

The number should be in Arabic numerals rather than spelled out (for example, "130" instead of "One Hundred and Thirty").

Color: Addresses should be in a color that contrasts with the background.

Whenever possible, should be illuminated.

Provide additional address signs at entrances to the property when the building address is not legible from the public street.

**Comments Submitted by: Keith Gautreau/Fire on 5/6/2015**

**Building**

The new building shall not affect the egress or required Fire Department access for the neighboring building.

**Hydrants**

2009 NFPA 1 18.3 Water Supplies and Fire Hydrants

-Fire Department Connections shall not be located where large diameter hose may block egress.

**Comments Submitted by: Keith Gautreau/Fire on 5/6/2015**

**2.Fire Vehicle Access**

1.)Largest Fire Department Vehicle must be able to navigate through the parking lot to access building.

2.)Fire Department Access shall have an unobstructed vertical clearance of not less than 13 ft 6 in.

**Comments Submitted by: Keith Gautreau/Fire on 5/6/2015**

1.)A Life Safety Evacuation Plan shall be submitted with the Building Permit detailing the exiting and waiting area for occupants.

**Construction Management Plan**

Streets must maintain a 20' width for Fire Department access at all times.

Fire Hydrants shall not be blocked or enclosed by fencing. A 3' foot clearance must be kept at all times around the fire hydrant.

If gates are locked, a Portland Fire Department Knox padlock must be purchased by the applicant to allow access for the Fire Department.

The Construction Company' emergency contact information shall be posted on the property in case of an after hours emergency.

All construction shall comply with 2009 NFPA 1 Chapter 16 Safeguards During Building Construction, Alteration, and Demolition Operations.

Any cutting and welding done will require a Hot Work Permit from Fire Department.

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All construction and installation shall comply with 2009 NFPA 1, 2009 NFPA 101.

All construction and installation shall comply with City of Portland Fire Department Building Regulations.  
<http://www.portlandmaine.gov/fireprevention/fdrulesandregulations.pdf>

All construction and installation shall comply with City Code Chapter 10.  
<http://www.portlandmaine.gov/citycode/chapter010.pdf>

**Comments Submitted by: Keith Gautreau/Fire on 7/8/2015**

The final plans have met the conditions in regards to access, water supply and construction.

**From:** Keith Gautreau  
**To:** Errico Thomas; Jean Fraser  
**Date:** 5/12/2015 11:17 AM  
**Subject:** Re: 1342 Congress- Neigh Center 2015-058

Hi Jean,

I am good with the turning radius plan that has been provided. It's not my area of expertise but I agree that would be a significant safety issue with cars stopping on Congress St. (especially during rush hour)

Thanks,  
Keith

Keith Gautreau, Acting Asst. Chief  
Fire Prevention/Community Outreach  
Portland Fire Department  
380 Congress Street  
Portland, ME 04101  
(207)874-8400  
kng@portlandmaine.gov

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