Portland Maine Yes. Google's good here.

**Inspections Building <buildinginspections**

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Inspections Division
Approved with Conditions

Date: 06/07/16

# Permit application 201601360 - Offices for Casco Bay Eyecare, Street

10 messages

**Michael Charek** <mcharek@me.com> Thu, May 26, 2016 at 7:57 AM
To: Building Inspections <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Dear Sir or Madam,

Attached please find a permit application, drawings, and a fast track application for the above referenced project. The drawings are the site plan sheet, demolition plan, and mechanical plans. This is a new permit application for demolition and HVAC work only. It represents a portion of the work already applied for under application number 201601360. Because we already paid for the full permit based on the cost of work, we were told yesterday the permit fee for this application would be $25.00.

Please let me know if you have any questions. I will pay the application fee by credit card as soon as you send me the invoice.

Thank you.

Michael R. Charek, AIA
Michael Charek Architects
25 Hartley Street
Portland, ME 04103
207-761-0556

**8 attachments**

**Fast Track Application Demo Permit 1440 Congress.pdf**
829K

**Casco Bay Eyecare Permit Application_05-25-16.pdf**
2195K

**01-G1 Life Safety Plan_05-17-16.pdf**
1170K

**02-D1 Demolition Plan_05-17-16.pdf**
104K

**08-M1.pdf**
119K

**09-M2.pdf**
104K

**10-M3.pdf**
309K

**11-M4.pdf**
121K

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**Inspections Building** <buildinginspections@portlandmaine.gov> Thu, M
To: Michael Charek <mcharek@me.com>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Hi, HVAC permits are separate; they require their own documentation. Please get that to u in our que.
[Quoted text hidden]
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Regards,

*Doreen, Brad, and Emily*

City of Portland,Department of Permitting and Inspections
Phone: (207) 874-8703
Email: buildinginspections@portlandmaine.gov
URL: http://www.portlandmaine.gov/754/Applications-Fees
Office Hours: Monday – Friday 8:00AM- 4:00PM

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**Michael Charek** <mcharek@me.com> Thu, May 26, 2016 at 1:34 PM
To: Inspections Building <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

In the interest of saving time, please replace our previous application with the attached, submitted for demolition permit only.

- Permit application form
- Fast Track application form
- Life Safety plan drawing G1 (includes Site Plan)
- Demolition drawing D1

We will assess the need to apply for an HVAC permit separately.

Thank you.

Michael R. Charek, AIA
Michael Charek Architects
25 Hartley Street
Portland, ME 04103
207-761-0556

> On May 26, 2016, at 8:51 AM, Inspections Building <buildinginspections@portlandmaine.gov> wrote:
>
> Hi, HVAC permits are separate; they require their own documentation. Please get that to us and we can put you in our que.

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**4 attachments**

- **Casco Bay Eyecare Permit Application_05-26-16.pdf** 2172K
- **Fast Track Application Demo Permit 1440 Congress_05-26-16.pdf** 259K
- **01-G1 Life Safety Plan_05-17-16.pdf** 1170K
- **02-D1 Demolition Plan_05-17-16.pdf** 104K

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**Inspections Building** <buildinginspections@portlandmaine.gov> Thu, May 26, 2016 at 2:38 PM
To: Michael Charek <mcharek@me.com>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Michael, so we're clear, your other permit is already in place, has been paid for, and is in review...This demo application you are submitting now would be put in our que and we will enter the demo permit once we get to it. Then the process starts again for the demo. We have other permits waiting to be entered.

Just making sure you understand the place this permit will be in.
[Quoted text hidden]
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Regards,

*Doreen, Brad, and Emily*

City of Portland,Department of Permitting and Inspections
Phone: (207) 874-8703
Email: buildinginspections@portlandmaine.gov
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**Michael Charek** <mcharek@me.com> Thu, May 26, 2016 at 3:16 PM
To: Inspections Building <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

I understand we just applied today for a permit for demolition only, with an accompanying fast track application. We hope this will allow us to begin demolition work sooner than the 30-day timeline for the full building permit.

Please enter the demo permit application under the fast track process so we can begin demolition as soon as you approve it, without having to wait for the full building permit, which we understand is already in process.

I am prepared to pay the application fee for this new demo permit as soon as I receive an invoice.

Thank you.

Sent from my iPhone
[Quoted text hidden]

[Quoted text hidden]

Notice: Under Maine law, documents - including e-mails - in the possession of public
city employees about government business may be classified as public records. Th
few exceptions. As a result, please be advised that what is written in an e-mail coul
to the public and/or the media if requested.

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**Inspections Building** <buildinginspections@portlandmaine.gov> Thu, M
To: Michael Charek <mcharek@me.com>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Michael. We currently don't enter permits instantly as they come in. This is our busiest season and permits come in faster than they can be entered into the system. Once they come in, they are put in our e-mail que and we go through them in date order. That's what the previous e-mail was explaining. The fast track form does provides you a quicker ***review*** because the code compliance responsibility rests with the applicant and does not go through that review here, but that is done after the permit has been entered and paid for.
You were sent the process before. That should explain it very well.
[Quoted text hidden]

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**Michael Charek** <mcharek@me.com> Thu, May 26, 2016 at 4:47 PM
To: Inspections Building <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Thank you. That is exactly what I understood to be the case. We look forward to the continued progress of our applications through your system.

Sent from my iPhone
[Quoted text hidden]

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**Michael Charek** <mcharek@me.com> Thu, May 26, 2016 at 5:19 PM
To: Inspections Building <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Just to be completely clear:

On May 19 we submitted an application for the full construction project. On May 25, yesterday, Rebecca Darling paid the invoice for Permit 201601360. As I understand it, that permit is now in the pipeline for processing.

Yesterday we stopped in your office and asked if we could file a demolition and HVAC permit application under a fast track request so we might be able to begin work on demolition and HVAC while waiting for the full permit. I filed that permit application this morning.

Given that, as you noted in an email to me, the HVAC permit needs to be filed separately, I deleted the HVAC permit portion of our request, and submitted a clean application and fast track request for demolition only.

It is my understanding that the new demolition permit application is now in your email queue, and will be processed in order of receipt.

Thank you for your assistance. Please let me know if you need anything else from me.

Michael R. Charek, AIA
Michael Charek Architects
25 Hartley Street
Portland, ME 04103
207-761-0556

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**Inspections Building** <buildinginspections@portlandmaine.gov> Fri, M
To: Michael Charek <mcharek@me.com>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Yes you are correct. When we get it entered in the system, you will receive an invoice; as one.

[Quoted text hidden]

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**Michael Charek** <mcharek@me.com> Fri, M
To: Inspections Building <buildinginspections@portlandmaine.gov>
Cc: Rebecca Darling <rdarling@cascobayeye.com>

Thank you.

Michael R. Charek, AIA
Michael Charek Architects
25 Hartley Street
Portland, ME 04103
207-761-0556

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