Question about masonry chimney

7 messages

Steve Sclar <stevesclar@gmail.com> Tue, Nov 15, 2016 at 8:46 PM
To: jmb@portlandmaine.gov

Hi Jeanie,

I'm thinking about having a masonry chimney built on the exterior of my house. Would you mind telling me a bit about what would be necessary to submit with this application (in terms of drawings etc)? My mason has never worked in Portland before so he's not familiar with the process. Because the permitting process is so backed-up right now, I want to make sure I know exactly what is necessary. On that note, is it possible to fast track a project like this?

Thanks so much in advance for any information you can provide.

warm regards
steve

Jeanie Bourke <jmb@portlandmaine.gov> Thu, Nov 17, 2016 at 9:10 AM
To: Steve Sclar <stevesclar@gmail.com>

Hi Steve,

The applications are on our website, http://www.portlandmaine.gov/1728/Permitting-Inspections , this would most likely be the Residential Alterations application and many of the items on the checklist will not be applicable. I am open to this being submitted as fast track, but would like to see the drawings first. You would also need to fill out the fast track forms and I could send an email confirmation for it to be eligible that will also need to be included with the documents.

Take a look at the checklist, this will be a good guide, plot plan, foundation plan, section with construction details and termination at the roof, clearances to combustibles, fireplace if applicable.

Also, have the contractor fill out the Chimney Disclosure form that is found at the application list on the website and provide a copy.

When you have things in order send them to me to preview and determine the fast track eligibility prior to your formal submittal.

Best,

Jeanie

Jeanie Bourke
Code Enforcement Officer/Plan Reviewer

City of Portland
Permitting and Inspections Department
389 Congress St. Rm 315
Portland, ME 04101
jmb@portlandmaine.gov
(207)874-8715
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Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

Inspections Division
Date: 12/09/16

Steve Sclar <stevesclar@gmail.com> Thu, Nov 17, 2016 at 9
To: Jeanie Bourke <jmb@portlandmaine.gov>

Thanks so much for your response Jeanie. I really appreciate it. We will start putting the drawings together immediately.

warm regards
steve
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Steve Sclar <stevesclar@gmail.com> Tue, Nov 22, 2016 at 10:43 AM
To: Jeanie Bourke <jmb@portlandmaine.gov>

Hi Jeanie,

Attached you will find:

1) Drawings (I know I would need to separate into individual pdfs for final submission, but I thought one file might be easier for you for the initial review)
2) Permit Application
3) Fast Track Application

I am so grateful to have gotten your email response and willingness to consider this. The mason says that if he can't get it done before January, we will need to wait until next spring. We just moved from Georgia to Portland in August, so it has been a process trying to get the house in order, finding skilled labor with time in their schedules, making a plan for a safe and efficient chimney, and figuring out the permitting process. I'm holding out hope we can make this happen so we can stay warm this winter.

Please let me know your initial thoughts when you can.

warm regards
steve
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3 attachments

ChimneyDrawings.pdf
215K

BuildingPermit.pdf
605K

FastTrack.pdf
160K

Steve Sclar <stevesclar@gmail.com> Tue, Nov 22, 2016 at 11:00 AM
To: Jeanie Bourke <jmb@portlandmaine.gov>

Forgot the Chimney Disclosure. Sorry! That is attached here.
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ChimneyDisclosure.pdf
695K

Jeanie Bourke <jmb@portlandmaine.gov> Tue, Nov 22, 2016 at 4:23 PM
To: Steve Sclar <stevesclar@gmail.com>

Hi Steve,

I looked over your information and spoke with my manager for guidance as this is a bit out of the ordinary. Everything looks good in terms of your information except for the following:

Inspections Division
Date: 12/09/16

1. The plot plan needs to be more clear on the orientation in relation to the yards. Adding the location of the street(s solve this. Also, please provide the dimension from the chimney in each yard to the property lines, (or at least the applicable yards).

In addition to this, you will need to do the following in order for this to be eligible for the Fast Track process, with no zoning review:

1. Use schedule "A" as this has additional sign offs at the bottom by you for zoning compliance.

2. You will need to physically cross out part of the 2nd line "first floor deck, stairs, or porch." and write in "exterior chimney, see pre-approval email". Scan this form to submit.

3. Convert this email into a pdf file and submit as this confirms the pre-approval by me for this project to be eligible for the Fast Track schedule A process.

One more item, the heating appliances you will be installing also need an HVAC permit that is available on our website can also be done per the fast track process.

I will be out of the office until next week if you have any questions.

Happy Thanksgiving,

Jeanie

Jeanie Bourke
Code Enforcement Officer/Plan Reviewer

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Steve Sclar <stevesclar@gmail.com> Tue, Nov 22, 2016 at 4:31 PM
To: Jeanie Bourke <jmb@portlandmaine.gov>

Wow, thank you so much Jeanie. We're so grateful. It's all crystal clear. Will get the plot plan addendum together, as well follow your other instructions.

Happy Thanksgiving!

warm regards
steve
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