Cit	v of Doutland Mains D		D	Pa	PERM	ILT ISSI	JED	CBL:	
	y of Portland, Maine - B Congress Street, 04101 Te			'11	02-0238			274 A0	01001
	tion of Construction:	Owner Name:	7, 1 ux. (207) 074-07		er Address:	<mark>41 - 8 -</mark> 500	72	Phone:	01001
1 H	olm Ave	1085 Brighton	Ave Llc		5 Brighton A	10		20-775-3	703
Busi	ness Name:	Contractor Name			actor Address		ANE	Phone	193
n/a HardyPond Lessee/Buyer's Name Phone:		HardyPond Co	onstruction		Bridgton Rd. V			20779760	166
					it Type:	- CSTOTOOK		20777700	Zone:
n/a		n/a		1	ditions - Com	mercial			P-7
Past	Use:	Proposed Use:		Perm	uit Fee:	Cost of Wor	k:	CEO District:	10
Cor	nmercial / Insurance Company		Insurance Company;		\$3,208.00	\$454,70		3	FB-
Site	plan 2002-0020	Proposing 296	2 sq. ft. addition to	FIRE		Approved	INSPEC		
			isting space, includes,			Denied	Use Gre	_	Type: 🗸 7
		bathrooms to	ge space, relocate			Demed			ر ار <del>حد</del> اسہ
		Datin Coms to a	addition.					~ ^	5/1/4
	osed Project Description:				. 1				א אי
Bui	ld 2962 sq. ft. addition to 4477	sq. ft. existing spa	ce.	Signa	ture: X	Mor	Signatu	re: UX	lust
				PEDE	ESTRIAN ACTI	VITIES DIST	RICT (F	P.A.D.)	
				Actio	on: Approv	ed App	roved w/	Conditions	Denied
				C:		_		<u> </u>	
Perm	it Taken By: Date	e Applied For:	1	Signa				Date:	
gg	- I	3/19/2002			Zoning	Approva	ıl		
1.			Special Zone or Rev	ews	Zonir	ng Appeal		Historic Pres	ervation
1.	This permit application does r Applicant(s) from meeting applicant Rules.		Shoreland Shoreland	1	☐ Variance			Not in Distric	
2.	Building permits do not include septic or electrical work.	de plumbing,	☐ Wetland		☐ Miscella	neous		Does Not Re	quire Review
3.	Building permits are void if w within six (6) months of the da		Flood Zone		Condition	nal Use		Requires Rev	riew
	False information may invalid permit and stop all work		Subdivision		Interpret	ation		Approved	
			Site Plan 2062 - 06	526	Approve	d		Approved w/	Conditions
			Maj Minor MM		Denied		:	Denied	
			O was co	n.M.					
			Date: 3/	<u> 29/0,</u>	Date:		Da	ite:	<u>/</u>
				·					
			CERTIFICATI	ON					
her	eby certify that I am the owner	of record of the na	med property, or that t	he prop	posed work is	authorized	by the c	owner of recor	d and that
nav	e been authorized by the owner	r to make this appli	cation as his authorize	d agent	t and I agree t	o conform t	o all an	plicable laws	of this
ui isc hall	liction. In addition, if a permit have the authority to enter all a	I TOT WORK described	I in the application is i	ssued,	I certify that t	he code off	icial's a	uthorized repr	esentative
uch	permit.	areas covered by su	on permit at any leaso	nable n	iour to emorce	e the provis	sion of t	ine code(s) app	plicable to
SIGN	ATURE OF APPLICANT		ADDRES	S		DATE		PHO	NE
RESE	ONSIBLE PERSON IN CHARGE OF	F WORK, TITLE				DATE		PHO	

DATE

**PHONE** 

Pipe):								
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	02-0238		ter <b>y</b>	1 Ho	lm Ave			
	Hold				Commercial			10 10 10 10 10 10 10 10 10 10 10 10 10 1
	274 A00100		instruction Education	3		\$454,705.00		Valovija Nastava akad
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Milet it	03/20/2002	c of o not require	d					
			***************************************					**************************************
		jodinea	emore among and the last of details on a few and					
	04/08/2002	Advised designer	and builde	r that the prop	osal exceed	s the allowable	area for typ	e 5A Cons
			****	**************************************				. O Sa O SI O Planto i aggas Mando da sa conseguan desa persagua-
	T.	<mark>mjn</mark>						injeli iya
	05/01/2002	received new pla	ns separatir	ng a two story	storage area	ı with 2hr fire v	vall. Project o	can be revi
		State of the company	1000 <b>0 10010010 100</b> 0 <b>100</b> 0 <b>100</b> 0 <b>1000 1000 </b>	PONNEC LISTED CONTROL				
		mjn						
	05/06/2002	Floors designed at	40 lbs./S.F.	Must be 50. Al	so refernced	193 BOCA aba	92 CABO fo	r standards
		with Gawron, will s	abinii new	pians.				
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s (Mercent)				Condition of the Condit				e i verior
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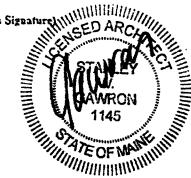
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### CITY OF PORTLAND MAINE

	boy Congress St., Km 315
[ ] W 18 :	Portland, ME 04101
13	Tel 207-874-8704
	F2I - 207-874-8716
TO:	Inspector of Buildings City of Portland, Maine
	Planning & Urban Development
	Division of Housing & Community Services
	Annual Mark
FROM DESI	IGNER: // AWYON WIOM YOUTO
	ocarborough. ME
DATE: AY	NATU 26. 2002
14	Idam Agames
Job Name:	den agency
Address of Constru	action:
THE B	OCA NATIONAL BUILDING CODE/1999 FourteenthEDITION
Co	instruction project was designed according to the building code criteria listed below;
Building Code and	YOU BOCK 1999 Has Come Classification B
Dunday Code and	
Type of Construction	on Bldg Fright 23-9" Bldg Sq. Footsgt 3420 SF
Seismic Zone A	= P. II D Group Class
00.00.00	Fut= 42 t Jrift
Roof Snow Load Po	er Sq. Fl. Sloped = 36+drift Dead Load Per Sq. Fl. 15 PSF
	mph) 35 FSF Effective Velocity Pressure Per Sq. Ft. 10.6 PSF
Floor Live Land Pe	rsq Fe Offices 80 PSF
Steuenier has full so	rickles states 2 Van No. / Al- C As
Sprinkler & Alarm	rinkler system? YesNo
Portland Fire Depart	tueur
Is atmantant between	
re structure being co	nsidered unlimited a ex building: Yes_No
If mixed use, wast s	ubsection of 313 is being considered. N/A
List Occupant loadin	g for each room or space, designed into this Project.
IUU SF / PE	REON
	www.
WELL CHI-AL	(Designers Stamp & Signature)
PSH 6/07/21C	
	E YA STANLEY \A E
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	E LIDAWRON   E
	The Contraction of the Contracti
	MAWRON 1145





Master Planning
Architecture
Interior Design
Landscape Architecture



### LETTER OF TRANSMITTAL

Ref: Gawron Architects			To: Mike Nugent			
Holden 1	Insurance Age	ency	389 Congress St Rm. 315			
			Portland Me 04101			
GA #:			207-874-8700			
We are sending you: Change Order Layouts Photography x Prints Samples			Copy of letter Estimates Plans Presentation Shop Drawings Specifications			
COPIES	DATE OR N	<b>O</b> .	DESCRIPTION			
2	05-06-02	24x30 revised	plans			
2	05-06-02	11x17 revised	plans			
For ap	oved & noted oproval our use ned after loaned	For t	equested Construction approval oids due For review & comment bmit copies for Return corrected prints			
Remarks:	ned after foaned	Tto us Ketu	ined for corrections			
From: R	Rebecca Ames		Date: 05-07-02			

389 Congress St.Rm 315 Portland, ME 04101 Phone: (207)874-8700 Fax: (207)874-8716

## facsimile transmittal

To: G	awron Architects		From:	Mike Nugent		
Fax: 88	33-0361		Date:	April 8, 2002		
Phone: 88	33-6307		Pages:	1		
Re: H	olden Agency		CC:	Hardy Pond 7	97-8986	
□ Urgent	☐ For Review	☐ Please Comm	nent	☑ Please Reply	☐ Please Recycle	
Notes:	•	•		•	•	•
I began my	review and hit a s	tumbling block, you	ı classifi	ed the building a	as a type 5A	
constructi	on but the notes or	n page CR2 conflict	t with Ta	ble 602 of the 19	99 BOCA Code.	
l assume y	ou called it 5A bec	ause the area limita	ition for	5B is 7200 sq. ft.	this begs the bigger	
question ;	Does the existing I	ouilding qualify as 5	SA. Pleas	se get back to m	e asap. I can't go	-
further at t	his point.		, , , ,			
4/0	24/02	- 5710	<u></u>	(NRE	-500 JE	— 2
	70 }	- STIC		155	SOCIEL VED	
					17	
				lul .	und	
					5	



#### CITY OF PORTLAND MAINE

389 Congress St., Rm 315 Portland, ME 04101 Tel. - 207-874-8704

Fax - 207-874-8716

TO:

Inspector of Buildings City of Portland, Maine





# CITY OF PORTLAND BUILDING CODE CERTIFICATE 389 Congress St., Rm 315 Portland, ME 04101

то:	Inspector of Buildings City of Portland, Maine Department of Planning & Urban Development Division of Housing & Community Service
FROM:	gawron architectos
RE:	Certificate of Design
DATE:	Sanvary 28, 2002
	and/or specifications covering construction work on:
Holain	axinay
1096	originton Evenue Portland, we offer
Have been de architect/engi	esigned and drawn up by the undersigned, a Maine registered incer according to the BOCA National Building Code/1999 Fourteenth incel amendments.
STANE) STAN	Title architect
	Firm Jawron Architectes
The American	Address GLAY VOYOVA ME
As per Maine	

\$50,000.00 or more in new construction, repair, expansion, addition, or modification for Building or Structures, shall be prepared by a registered design Professional.

PSH 6:20:2k



## City of Portland, Maine 389 Coogress St., Rm 315 Portlaind, NIE 84181

#### **ACCESSIBILITY CERTIFICATE**

TO:	Inspector of Buildings City of Portland, Maine Department of Planning & Urban Development Division of Housing & Community Services
FROM:	gauron architects
RE:	Certificate of Design, HANDICAP ACCESSIBILITY
DATE:	January 28, 2002
These plans a	nd/or specifications covering construction work on:
Holden	agency
1096 3	agency origination Avenue Portland, Mrs 04104
engineer/archi Handicapped	Signature h. Mawww  ARCHITITITITITITITITITITITITITITITITITITIT
IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	Firm Gawron archytectos  Address Glarborough, ME  OF Marketilli
-11/////	WWW.



Master Planning
Architecture
Interior Design
Landscape Architecture

PRINCIPALS
Stan Gawron, Architect
Mary Turgeon, NCIDQ

January 18, 2002

City of Portland Planning & Urban Development 389 Congress Street Portland, Maine 04101

Re: City of Portland Site Plan Application

Minor Development - Holden Agency

Dear Sarah Hopkins,

On behalf of Mr. Thomas Holden, Gawron Architects request a Minor Development site plan review involving an addition to an existing office building and parking facility located near the intersection of Brighton and Holm Avenues.

The existing office building is a two story, 4477 sq. ft. wood structure situated on lot 1 - 1.25 acres and has 24 existing parking spaces. The proposed structure will total 7,440 sq. ft. allowing 3,720 sq. ft. per floor. The parking area will expand to accommodate 34 parking spaces.

The site has exposed ledge outcroppings in the vicinity of the building and parking area expansion. The Cumberland County soil survey has mapped this area as Hinckley gravelly sand loam with 3-8 percent slopes.

Please refer to sheets L-100 for the location of the addition and square footage calculations. Construction is expected to begin the end of January or as soon as all required permits are acquired. Duration of construction is estimated to take 4 to 5 months. The approximate budget for this project is \$550,000.

#### Support material includes:

- 1) Nine copies of this letter and attachment soil survey
- 2) Nine copies of the plot or site surveys, site plans, details, structure elevations
- 3) Nine copies of the application
- 4) A check for \$400.00

If the information we have presented needs further clarification, please call me at 883-6307. Thank you for your time in reviewing this application.

Sincerely, Rachel Smill

Rachel Sunnell, RLA Gawron Architects

	Applicant: cor. 1085 Brighton AVR Date: 2/13/02
	Address: Wolden Agency C-B-L: 274-A-001 CHECK-LIST AGAINST ZONING ORDINANCE
	Date-Existing Stoute
	Zone Location - B-Z & B-
	Interior or corner lot-
	Proposed Use Work - New Addition And Expanded Party for manage offices
	Servage Disposal - 4
	Lot Street Frontage - 50' - 100+ 8how
	Front Yard - NA-Addition on Side & TRAP
	Rear Yard - None except North ( 25/1) to class of
	Side Yard- Nome exceptant/121) from Existing Bldg - New Addition to Why Holm = 80'
	Projections -
	Width of Lot - None Tex
	Height - 35 may 24'Scalad
	IntArea=10  and  i = -10  and  i
	Lot Coverage Impervious Surface B-2 Zone -80% in Shain Well under in P.  Area per Family -
	Area per Family -
	Area per Family -  Sivenithistogy of = 44?7  Off-street Parking - New sq.ft = 296Z  THO - 400 = 18.6 or 19 Spaces reg. 34 Spaces  Loading Bays -
	Site Plan - # 2002 -0020
	Shoreland Zoning/Stream Protection - D
	Flood Plains - PANel 6 - Zne X
Con	dinget and of Existing Startes Tracked on Feet

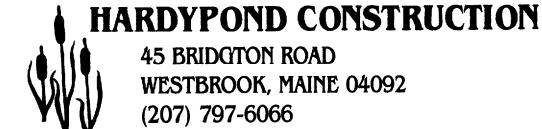
DB 0238

### All Purpose Building Permit Application

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

	Thus be made before		ore accepted.
Location/Address of Construction: 10	85 Brighton Ar	<i>e</i> ,	7
Total Square Footage of Proposed Structures: 4,4775.8. New; 2962	cture Total; Square		23
Tax Assessor's Chart, Block & Lot Chart# 274 Block# A Lot#	A	nas Holden sency sio E 04104	Telephone: 775-5793
Lessee/Buyer's Name (If Applicable)	Ammilia and a mark	dress & Constructo	Cost Of Work: \$ 45 4,705,0 Fee: \$ 3 208.0
Current use: Insurance Ag.			,
If the location is currently vacant, what	was prior use: NA		
Approximately how long has it been va	rcant: NA		
Proposed use: <u>Trourance</u> Project description:	Ag ency		
Contractor's name, address & telephon	ne: Handypord	Construct	ion
Who should we contact when the perm Mailing address: 45 Rnda to	nit is ready: Matt u	,	
West-brook We will contact you by phone when the review the requirements before starting and a \$100.00 fee if any work starts before	e permit is ready. You m I any work, with a Plan R	eviewer. A stop wol	ck up the permit and rk order will be issued
IF THE REQUIRED INFORMATION IS NOT INC DENIED AT THE DISCRETION OF THE BUILDI INFORMATION IN ORDER TO APROVE THIS	NG/PLANNING DEPARTM	ONS THE PERMIT WILL ENT, WE MAY REQUI	BE AUTOMATICALLY RE ADDITIONAL
I hereby certify that I am the Owner of record of the have been authorized by the owner to make this appropriate in addition, if a permit for work describe shall have the authority to enter all areas covered to this permit.	pplication as his/her authorized ad in this application is issued, I	d agent I agree to confo certify that the Code Off	orm to all applicable laws of this icial's authorized representative
Signature of applicant: Matt M	books	Date: 3/19	1/02

This is NOT a permit, you may not commence ANY work until the permitting and fees with the lift you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4th floor of City Hutth



#### **Project Description**

Holden Agency 1085 Brighton Ave. Portland, ME 04104

Proposed construction consists of a 2902 square foot addition to an existing 4,4// square foot two story structure housing an insurance agency.

The additional space will be utilized by existing insurance agency.

#### Renovations include:

- 1. Relocation of pathrooms to addition.
- 2. Additional office space and storage.
- 5. Reconfiguration of parking for with related fandscaping and dumpster enclosure.
- 4. Entry paved with brick pavers.

## CITY OF PORTLAND, MAINE DEVELOPMENT REVIEW APPLICATION PLANNING DEPARTMENT PROCESSING FORM

**Building Copy** 

2002-0020			
Application I.	D.	Number	

1085 Brighton Ave Lic			1/18/02 Application Date		
Applicant  1085 Brighton Ave , Portland , ME	04102		Holden Agency		
Applicant's Mailing Address	04102		Project Name/Description		
Gawron Architects		1 - 1 Holm Ave, Portland, N	Maine		
Consultant/Agent		Address of Proposed Site			
Agent Ph: (207)883-6307	Agent Fax:	274 A001001			
Applicant or Agent Daytime Telepho	ne, Fax	Assessor's Reference: Chart	-Block-Lot		
Proposed Development (check all the	at apply):   New Buildin	g 📝 Building Addition 🔲 Change Of Use	Residential Office Retail		
Manufacturing Warehouse	e/Distribution 🕡 Parking	Lot Othe	r (specify)		
7,440 sq. ft.		54,323 sq. ft.			
Proposed Building square Feet or #	of Units	Acreage of Site	Zoning		
Check Review Required:					
Site Plan (major/minor)	Subdivision # of lots	☐ PAD Review	14-403 Streets Review		
Flood Hazard	Shoreland	☐ HistoricPreservation	DEP Local Certification		
Zoning Conditional Use (ZBA/PB)	Zoning Variance		☐ Other		
Fees Paid: Site Plan \$4	Subdivision	Engineer Review	Date1/18/02		
Building Approval Stat	us:	Reviewer			
Approved	Approved w/Cond See Attached	litions Denied			
Approval Date	Approval Expiration	Extension to	Additional Sheets		
Condition Compliance			Attached		
	signature	date			
Performance Guarantee	Required*				
* No building permit may be issued to	until a performance guarant	tee has been submitted as indicated below			
Performance Guarantee Accepte	ed	·			
	date	amount	expiration date		
Inspection Fee Paid					
	date	amount			
Building Permit Issue					
	date				
Performance Guarantee Reduce		<del> </del>			
	date	remaining balance	signature		
Temporary Certificate of Occupa		Conditions (See Attached	·		
	date		expiration date		
Final Inspection					
	date	signature			
Certificate Of Occupancy	<del> </del>				
	date				
Performance Guarantee Release					
	date	signature			
Defect Guarantee Submitted					
	submitted of	date amount	expiration date		
Defect Guarantee Released					
	date	signature			



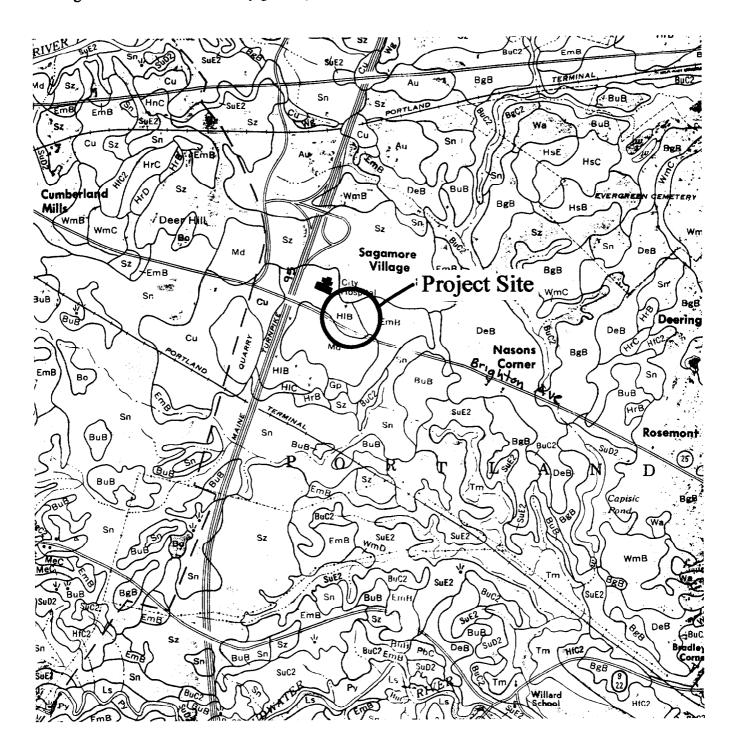
Master Planning
Architecture
Interior Design
Landscape Architecture

PRINCIPALS
Stan Gawron, Architect
Mary Turgeon, NCIDQ

Project: Holden Agency,

Subject: Soil Survey U.S. Department of Agriculture Soil Conservation Service

Legend: HIB = Hinckley gravelly sandy loam, 3 to 8 percent



### City of Portland Site Plan Application

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: 1083 Bughton Que					
Total Square Footage of Proposed Structu 7,440 sq.ft.	re	Square Footage of Lot 54,323 sq.ft.			
Tax Assessor's Chart, Block & Lot Chart# 274 Block# A Lot# 1	Thomas 1085 Br	wner, mailing address: Holden ighton Avenue d, ME 04101	Telephone: 775-3793		
Consultant/Agent, mailing address, phone & contact person Gawron Architects 29 Black Point Road Scarborough, ME 04074 207-883-6307 Rachel Sunnell	Applicant name, mailing address & telephone: Same as consultant		Project name: Holden Agency		
Proposed Development (check all that applies)New Building X_Building AdditionChange of UseResidential X_OfficeRetailManufacturingWarehouse/Distribution X_Parking lotSubdivision, amount of lotsOther:					
Major Development\$500.00	Minor	Development $X$ \$400.0	00		
Who billing will be sent to: Gawron Architects  Mailing address: 29 Black Point Road, Scarborough  State and Zip: Maine 04074 Contact person: Stan Gawrofihone: 207-883-630					

Nine (9) separate packets must include the following:

- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

All plans must be folded neatly and in packet form

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .25 per page, you may also visit the web site: ci.portland.me.us chapter 14

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work 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:	Richel	Sunnell	Date: 1.18.02
	<b>T</b>		



Holm Ave

29 Black Point Road, Scarborough, Maine 04074-9358

Master Planning Architecture Interior Design Landscape Architecture

PRINCIPALS
Stan Gawron, Architect
Mary Turgeon, NCIDQ

### **LETTER OF TRANSMITTAL**

Ref: Holden Agency		To:		
		389 Congr	ress Street	
		Rm 315		
GA #:		Portland, Maine		
We are sending you: Layouts	Change Order Photography Samples	Copy of letter Plans Shop Drawings	Presentation	
COPIES DATE OR	NO.	DESCRIPT	ION	
1	Revised Cons	truction Drawings		
Approved & noted For approval For your use Returned after loar	For Res	requested bids due ubmit copies for urned for corrections	Construction approval For review & comment Return corrected prints	
Remarks:				
Mike, please note that		**************************************		
			educe the building square	
	200 st. 1 his is in resp	onse to the fax from yo	ou attached. Please call with	
any questions.	A STATE OF THE STA	William Committee of the Committee of th		
From: Rebecca Dillo	n	Date: _A	April 29, 2002	

389 Congress St Rm 315 Portland, ME 04101 Phone: (207)874-8700 Fax: (207)874-8716

City of Portland

To:	Gawron Architects		From:	Mike Nugen	t <del>{</del>	
Fax:	883-0361		Date:	April 8, 200	2	
Phone:	883-6307	<del></del>	Pages	: 1		
Re;	Holden Agency		CC:	Hardy Pond	797-8986	
□ Urger	nt 🛘 For Review	☐ Pleas	e Comment	☑ Please Repi	y 🗆 Please Rec	ycle
;.♠	•	•	•	•	•	•
Notes:		<del></del>		W		• · · · · · <u>· · · · · · · · · · · · · ·</u>
l began	my review and hit a s	tumbling blo	ock, you classifi	ed the building	as a type 5A	
	ction but the notes or				····	
l assum	e you called it 5A bec	ause the are	a limitation for	5B is 7200 sq. 1	t. this begs the bigg	ger
questio	n ; Does the existing l	building qua	lify as 5A. Plea	se get back to r	ne asap. I can't go	·
further a	at this point.					
			, , , , , , , , , , , , , , , , , , , ,			