# **LETTER OF TRANSMITTAL**


## The Sheridan Corporation

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | DATE | **6-9-16** | JOB NO. | **M-161003** |
| ATTENTION | **Ms. Jean Fraser****City Planner** |
| RE | **Site Plan Amendment request for:****RTU Location Change/ Building Permit Application # 303-A-010** |
| TO | **Dept. of Planning** |  | Safelite Auto GlassAddition and Fit UpGeneral Building Permit ApplicationUpdated Plan List421 Warren AvenuePortland, Maine04101 |
| 04951 | **389 Congress Street** |
|  | **Portland, Me. 04101-3509** |
|  |
| GENTLEMEN: |
| WE ARE SENDING YOU | **X** |  **Attached** |  |  | **Hand Carried** | the following items: |
| 🞏 | Shop drawings | 🞏 | Prints | **X** | **Amended Site Plan Request = 6-9-16** | 🞎 | Samples | 🞏 | Specifications |
| 🞏 | Copy of letter | 🞏 | Change order | 🞏 |  |  |
|  |
| COPIES | DATE | NO. | DESCRIPTION |
| **1** | **6-9-16** | **C 3.0** | **Amended Site Plan – Relocated Roof Top Unit ( RTU1)** |
| **1** | **6-9-16** | **N. A.** | **RTU1 Specifications and Cut Sheets** |
| **1** |  |  |  |
| THESE ARE TRANSMITTED as checked below: |
| X | For Approval | 🞏 | Approved as submitted | 🞏 | Resubmit |  | copies for approval |
| 🞏 | For your information | 🞏 | Approved as noted | 🞏 | Submit |  | copies for distribution |
| 🞏 | As Requested | 🞏 | Returned for corrections | 🞏 | Return |  | corrected prints |
| 🞏 | For review and comment | 🞏 |  |
| 🞏 | FOR BIDS DUE |  | 20 |  | 🞏 | PRINTS RETURNED AFTER LOAN TO US |
| Enclosed is our revised Site Plan C-3.0, with revision date of 6-9-16, that shows the new location of the Roof Top Unit 1 at the front of the building located at 421 Warren Avenue as we discussed yesterday. We have noted that this unit will be screened using an 8’ tall gated chain link fence with privacy slats on a concrete pad. We feel this addresses your concerns and your review will follow quickly so we can secure our building permit this Friday if possible. I am copying Ms. Jeanie Bourke with this information so she may enter it in her plan package and review file. Thank you for your assistance in this matter.Dana C. Sturtevant, P.E.Engineering Manager |
| Note:The Sheridan Corporation’s individual plans contained herein may represent electrical, mechanical, or other technical work and is to be considered conceptual in nature and shown only for the purpose of describing the total project scope. Sheridan’s subcontractors will be responsible for providing applications for their respective permitting purposes.  |
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