



General 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.

Location/Address of Construction: <u>899 Riverside St</u>		
Total Square Footage of Proposed Structure <u>Remodel for Spurwink Services</u>		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Owner: <u>Spurwink Services</u>	Telephone:
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>HVAC Services Inc</u> <u>173 Bradley Drive</u> <u>Westbrook, ME</u>	Cost Of Work: \$ <u>10,000</u> Fee: \$ _____ C of O Fee: \$ _____
Current legal use (i.e. single family) <u>Rehabilitation</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>Same</u> Is property part of a subdivision? <u>No</u> If yes, please name _____ Project description:		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>Brant Grass</u> Mailing address: _____ Phone: <u>854-4822</u>		

Please submit all of the information outlined in the Commercial Application Checklist. Failure to do so will result in the automatic denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

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: 	Date:
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This is not a permit; you may not commence ANY work until the permit is issued.



Jeff Levine, AICP, Director
Planning & Urban Development Department

Tammy Munson, Director
Inspections Division

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, upon receipt of an e-mailed invoice from Building Inspections, which signifies that my electronic permit application and corresponding paperwork have been received, determined complete, entered by an administrative representative, and assigned a permit number, I then have the following four (4) payment options:

- provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),
- call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,
- hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,
- deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland, Inspections Division
389 Congress Street, Room 315
Portland, Maine 04101

Once my payment has been received, this then starts the review process of my permit. ***After all approvals have been met and completed, I will then be issued my permit via e-mail.*** No work shall be started until I have received my permit.

Applicant Signature:  Date: 7-20-15

I have provided digital copies and sent them on: _____ Date: _____

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.



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Lee Urban - Director of Planning and Development
Jeanie Bourke - Inspection Division Services Director

Kitchen Exhaust System Checklist and code Provisions

Dear Applicant,

The following is a checklist to assist you in filing for a permit for a Kitchen Exhaust system. The applicable Mechanical Code provisions have also been attached. Please complete this and submit job specific construction documents that demonstrate compliance with the attached information.

Type of System:

Type I ✓ Type II _____

Type I systems are systems that vent fryers, grills, broilers, ovens or woks.

Type II systems are systems that vent steamers and other non grease producing appliances.

Type of Materials:

Is the hood Stainless steel or other type of steel? Stainless If Other, what Type? _____

Is the duct work Stainless steel or other type of steel? 16 ga B.I. If Other, what type? _____

Thickness of the steel for the hood 18 ga

Thickness of the duct for the hood 16 ga

Type of Hood and Duct Supports

Type I Threaded Rod

Type of seams and Joints Welded

Grease Gutters provided? Yes

Hood Clearance reduction to Combustibles design /specs:

Ø clearance hood w/ insulated top 3" clearance built in

Duct Clearance reduction to Combustibles design /specs:

2 layers fire master 3M wrap for Ø" to combustibles

Vibration Isolation System:

No

Air Velocity within the duct system 1,500 fpm

Grease accumulation prevention system:

Yes filters w/ cup

Cleanouts Yes

Grease Duct enclosure 3M fire master

Exhaust Termination Roof Wall

Fire Suppression System Yes Ansul (installed by Fire Safe)

Exhaust fan mounting and clearance from the roof / wall or Combustibles:

Yes

Exhaust fan distance from property lines over 30'

Exhaust fan distance from other vents or openings over 20'

Exhaust fan distance from adjacent buildings over 100'

Exhaust fan height above adjoining grade 42"

Hood Specs

Style of Hood low profile

Type of Filter SS baffle

Height of filter above nearest cooking surface 40"

Capacity of hood CFM 800 cfm

Make up Air system description and capacity

None