

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that DAIRY TIMES LLC

Located At 14 INDUSTRIAL WAY

Job ID: 2012-10-5201-ALTCOMM

CBL: 326- B-007-001

Core Installations (Chris Miller) has permission to Build a 41'x11'-3" partition to separate office/digital printing areas for noise reduction

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.	A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be
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11-29-12  
*Jaime Bank*

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

Close In Elec/Plmb/Frame prior to insulate or gyp

Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# PORTLAND MAINE

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Director of Planning and Urban Development  
Jeff Levine

**Job ID:** 2012-10-5201-  
ALTCOMM

**Located At:** 14 INDUSTRIAL  
WAY

**CBL:** 326- B-007-001

## Conditions of Approval:

### Building

1. Application approval based upon information provided by the applicant or design professional. Any deviation from approved plans requires separate review and approval prior to work.
2. Permit approved based on the plans submitted and reviewed w/owner/ contractor, with additional information as agreed on and as noted on plans for the wall to be covered with drywall, not plywood to maintain noncombustible construction class.
3. Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.

### Fire

1. All construction shall comply with City Code Chapter 10.
2. Any Fire alarm or Sprinkler systems shall be reviewed by a licensed contractor(s) for code compliance. Compliance letters are required.
3. A separate Fire Alarm Permit is required for new systems; or for work effecting more than 5 fire alarm devices; or replacement of a fire alarm panel with a different model. This review does not include approval of fire alarm system design or installation. All fire alarm installation and servicing companies shall have a Certificate of Fitness from the Fire Department.
4. Fire Alarm system shall be maintained. If system is to be off line over 4 hours a fire watch shall be in place. Dispatch notification required 874-8576.
5. A separate Suppression System Permit is required for all new suppression systems or sprinkler work effecting more than 20 heads. This review does not include approval of sprinkler system design or installation.
6. Sprinkler protection shall be maintained. Where the system is to be shut down for maintenance or repair, the system shall be checked at the end of each day to insure the system has been placed back in service.
7. Buildings with a sprinkler or fire alarm system require a Knox Box per city ordinance.
8. Fire extinguishers are required per NFPA 1.
9. All means of egress to remain accessible at all times.
10. Emergency lights and exit signs are required. Emergency lights and exit signs are required to be labeled in relation to the panel and circuit and on the same circuit as the lighting for the area they serve.
11. Any cutting and welding done will require a Hot Work Permit from Fire Department.

**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2012-10-5201-ALTCOMM	Date Applied: 10/17/2012	CBL: 326- B-007-001	
Location of Construction: 14 INDUSTRIAL WAY	Owner Name: DAIRY TIMES LLC	Owner Address: 100 COMMERCIAL ST PORTLAND, ME 04101	Phone:
Business Name: Designtex	Contractor Name: Core Installations (Chris Miller)	Contractor Address: 128 Holm Ave Portland ME 04102	Phone: (207) 773-1003
Lessee/Buyer's Name: Paul Glynn	Phone: 207-774-2689	Permit Type: BLDG - Building	Zone: I-M
Past Use: Production, Office & Warehouse – printing company	Proposed Use: Same – production, office & warehouse – build 41' wall to separate workspace	Cost of Work: 6000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/ conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: S/B Type: 2B MUBECO9 Signature: JMB 11/19/12
Proposed Project Description: build 41' wall to separate work space		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Lannie		<b>Zoning Approval</b>	

<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	<p><b>Special Zone or Reviews</b></p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetlands</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM</p> <p>Date: Ok 10/18/12 ABU</p>	<p><b>Zoning Appeal</b></p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p><b>Historic Preservation</b></p> <p><input checked="" type="checkbox"/> Not in Dist or Landmark</p> <p><input type="checkbox"/> Does not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: ABU</p>
	<b>CERTIFICATION</b>		

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

12-17-12 GF

CLOSE IN NOT REQUIRED

FINAL OK

OK-CLOSE

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CLOSED

IM

2012-10-5201 Lemie



# 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>14 Industrial Way Portland 04103</u>		
Total Square Footage of Proposed Structure/Area <u>41' wall in warehouse 11' high</u>		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#  <u>326-B-7</u>	Applicant * <b>must</b> be owner, Lessee or Buyer* Name <u>PAUL GYNN</u> Address <u>14 Industrial Way</u> City, State & Zip <u>Portland ME 04103</u>	Telephone: <u>207 774-2689 (w)</u> <u>939-6137 (c)</u>
Lessee/DBA (If Applicable) <u>DESIGNTEX Group.</u>	Owner (if different from Applicant) <u>TODD DOMINSKI</u> Name <u>Dignity Times LLC</u> Address <u>100 Commercial St</u> City, State & Zip <u>Portland ME 04101</u>	Cost Of Work: \$ <u>6,000</u> C of O Fee: \$ _____ Total Fee: \$ <u>80</u>
Current legal use (i.e. single family) <u>Commercial Building</u> If vacant, what was the previous use? _____ Proposed Specific use: <u>Partition is warehouse for separating people from printer noise.</u> Is property part of a subdivision? <u>NO</u> If yes, please name _____ Project description: <u>Currently an open warehouse space. Computer operators at one end. Printers on the other end. Wall will have two large strip door openings for easy pass through.</u>		
Contractor's name: <u>CORE INSTALLATIONS Chris Miller</u> Address: <u>128 Horn Ave</u> <u>450-0522</u> City, State & Zip <u>Portland ME 04102</u> <u>207-773-1003</u> Telephone: Who should we contact when the permit is ready: <u>Paul Gynn 939-6137</u> Telephone: Mailing address: <u>14 Industrial Way Portland ME 04103</u>		

Please submit all of the information outlined on the applicable 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](http://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.

RECEIVED  
OCT 17 2012  
City of Portland Inspections  
City of Portland

Signature: Paul Gynn Date: 10/11/12

This is not a permit; you may not commence ANY work until the permit is issue



# Commercial Interior & Change of Use Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

## One (1) complete set of construction drawings must include:

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- Cross sections w/framing details
- Detail of any new walls or permanent partitions
- Floor plans and elevations
- Window and door schedules
- Complete electrical and plumbing layout. *N/A None*
- Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review *N/A*
- Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IECC 2009 *N/A*
- Proof of ownership is required if it is inconsistent with the assessors records. *N/A*
- Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- Per State Fire Marshall, all new bathrooms must be ADA compliant. *N/A*

Separate permits are required for internal and external plumbing, HVAC & electrical installations. *N/A*  
*NO PLUMBING OR ELECTRICAL IN PARTITION.*

For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including: *Interior wall*

- The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- Location and dimensions of parking areas and driveways, street spaces and building frontage. *N/A*
- Dimensional floor plan of existing space and dimensional floor plan of proposed space.

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

*Attached Building layout 11X17*

## Fire Department requirements.

The following shall be submitted on a separate sheet:

- Name, address and phone number of applicant **and** the project architect.

Paul Glynn, Designtex 14 Industrial Way, Portland Maine 04103 207 939 6137

- Proposed use of structure (NFPA and IBC classification)

Same use as current. Pre Press operators and inkjet printers. Building a Partition to separate computer users from printers.

- Square footage of proposed structure (total and per story)

Not adding any square footage. Splitting into 984 sqft and 1,677sqft areas

- Existing and proposed fire protection of structure.

Construction is not interfering with the current sprinkler heads and heat sensors.

- Separate plans shall be submitted for:

a) Suppression system. No changes needed as the top of the wall is open

b) Detection System (separate permit is required)

No changes needed as no sensors are being covered, blocked or need to be moved.

- A separate Life Safety Plan must include:

a) Fire resistance ratings of all means of egress See Floor Plan

b) Travel distance from most remote point to exit discharge See Floor plan

c) Location of any required fire extinguishers See 11x17 floor plan

d) Location of emergency lighting

One set Over each of the end walls so that each space has its own emergency lighting

e) Location of exit signs One lighted exit sign over

f) NFPA 101 code summary

- Elevators shall be sized to fit an 80" x 24" stretcher. Single Story

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.**





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Receipts Details:

**Tender Information:** Check , BusinessName: Paul Glynn, Check Number: 1234  
**Tender Amount:** 80.00

Receipt Header:

**Cashier Id:** Ldobson  
**Receipt Date:** 10/17/2012  
**Receipt Number:** 49341

Receipt Details:

Referance ID:	8406	Fee Type:	BP-Constr
Receipt Number:	0	Payment Date:	
Transaction Amount:	80.00	Charge Amount:	80.00
Job ID: Job ID: 2012-10-5201-ALTCOMM - Int. renovations, partition, re-configure space			
Additional Comments: 14 Industrial			

Thank You for your Payment!

**Jeanie Bourke - 14 Industrial Way**

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**From:** "Glynn, Paul" <pglynn@designtex.com>  
**To:** "jmb@portlandmaine.gov" <jmb@portlandmaine.gov>  
**Date:** 11/19/2012 3:25 PM  
**Subject:** 14 Industrial Way  
**CC:** "Glynn, Paul" <pglynn@designtex.com>

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Hi Jeanie,

I got your message and am emailing you at your request. The drawings for the partition we are looking to get the permit for will be changed to reflect that we are now not using the 1/2" Plywood and 1/2 Homesote as initially planned.

I have discussed this with the builder, Chris Miller, and we are now using 1/2" Gypsum Board, finished and painted on both sides of the partition.

Thank you.

Paul

Paul Glynn  
Manager, Operations & Services, Surface Imaging  
Designtex  
14 Industrial Way  
Portland, ME 04103  
T 207.774.2689  
C 207.939.6137  
[pglynn@designtex.com](mailto:pglynn@designtex.com)  
[designtex.com](http://designtex.com)

7' = 2 1/16

Proposed Partition

2,661 sqft.  
TOTAL Square foot of Space BEFORE ADDING PARTITION



Emergency Lighting Above Door

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City of Portland Maine

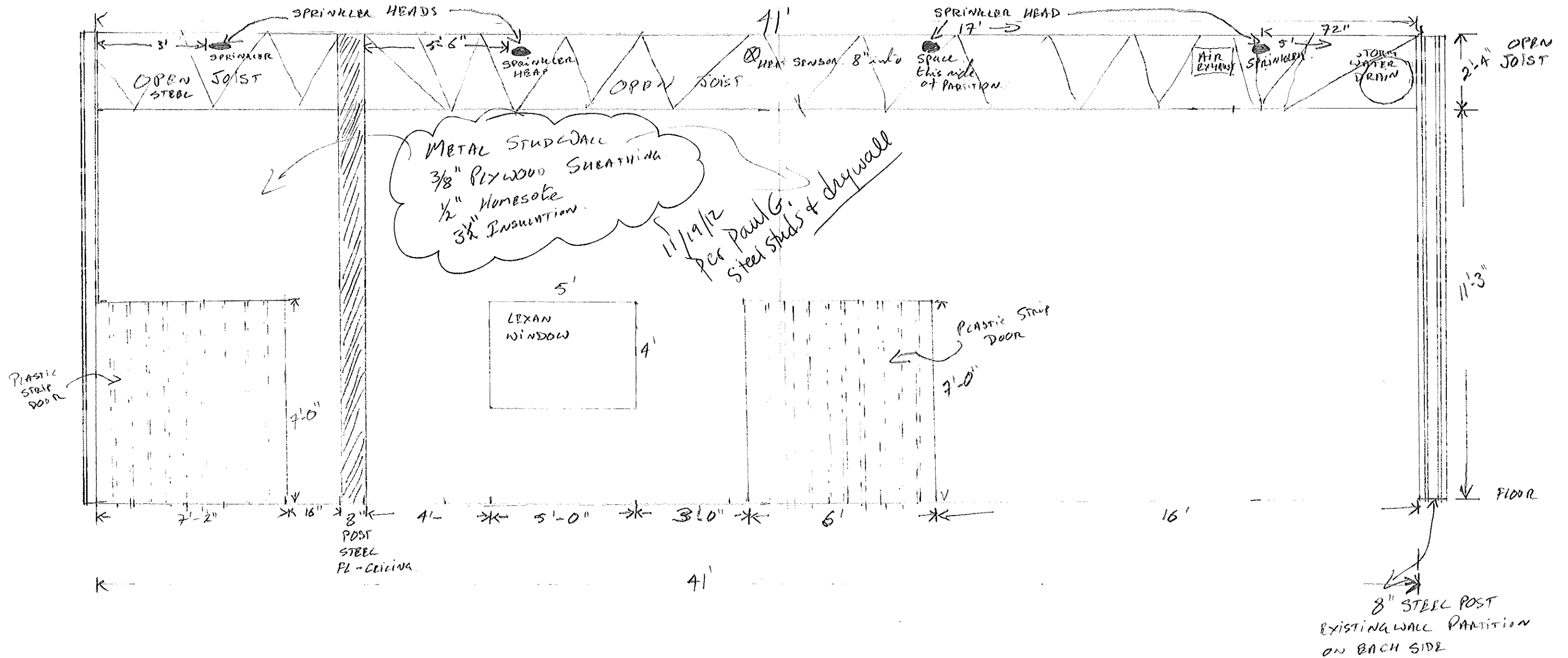
● = Fire Extinguisher

**In Case of Fire,  
Gather Here  
In Parking Lot  
Entrance**

Designtex

14 Industrial Way  
Portland, Maine

**Fire Exits**



10/16/12

PARTITION IN WAREHOUSE SPACE @ 14 INDUSTRIAL WAY

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Dept. of Building Inspections  
City of Portland Maine

New wall to separate workspace

1,677 ft<sup>2</sup>

Strip Curtain

7'

8' wide x 7' tall

Column

Window

Strip Curtain  
6' wide x 7' tall

Column

Strip Curtain

5' x 4' POLYCARBONATE WINDOW.

8'

4'

5'

3'

6'

RECEIVED

OCT 17 2012

Dept. of Building Inspections  
City of Portland Maine

41'

984 sq ft.

24'