

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



**This is to certify that**

PENOBSCOT BAY MEDICAL ASSOCIATES

**Located at**

331 VERANDA ST ( Building 4)

**PERMIT ID:** 2018-00179

**ISSUE DATE:** 03/20/2018

**CBL:** 434 C001001

has permission to **Change of use from medical clinic to contact center. Interior fit up of second floor - offices for Martin's Point employees (contact center) - 1st & 3rd floors vacant**

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes 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 before this building or part thereof is occupied. If a certificate of occupancy is required, it must be procured prior to occupancy.
---	---

*/s/ Jason Grant*

*/s/ Brian Stephens*

**Fire Official**

**Building Official**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
THERE IS A PENALTY FOR REMOVING THIS CARD**

***Approved Property Use - Zoning***

Building 4 - second floor - professional offices - office space for Martin's Point Employees (contact center)

***Building Inspections***

**Use Group:** B      **Type:** 2B  
Business  
Occupant Load = 71  
Sprinkled: NFPA 13  
2nd Floor  
MUBEC/IBC-2009

***Fire Department***

**Classification:**  
Business  
2nd floor  
NFPA 101 CH 39

BUILDING PERMIT INSPECTION PROCEDURES  
Please call 874-8703  
or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

**Check the Status of Permit or Schedule an Inspection at  
<http://www.portlandmaine.gov/planning/permitstatus.asp>**

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

- **Please read the conditions of approval that are attached to this permit.**
- **Permits expire in 6 months if the project is not started or ceases for 6 months.**
- **If the inspection requirements below are not followed, then additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**
- **Per Section 107.3.1 of the Maine Uniform Building and Energy Code (MUBEC), one set of printed approved stamped construction documents will be kept at the site of work and open to inspection by building officials.**

### **REQUIRED INSPECTIONS:**

Above Ceiling Inspection  
Certificate of Occupancy/Final Inspection  
Close-in Plumbing/Framing w/Fire & Draft Stopping  
Electrical Close-in w/Fire & Draftstopping  
Final - Electric  
Final - Fire

The project cannot move to the next phase prior to the required inspection and approval to continue.

If the permit requires a certificate of occupancy, it must be paid and issued to the owner or designee before the space may be occupied.

<b>City of Portland, Maine - Building or Use Permit</b>		<b>Permit No:</b> 2018-00179	<b>Date Applied For:</b> 02/08/2018	<b>CBL:</b> 434 C001001
389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716				
<b>Proposed Use:</b> Contact center (employee based) - second floor		<b>Proposed Project Description:</b> Change of use from medical clinic to contact center. Interior fit up of second floor - offices for Martin's Point employees (contact center) - 1st & 3rd floors vacant		
<b>Dept:</b> Zoning		<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 02/22/2018
<b>Note:</b> R-P zone., Shoreland Zone Property is in Flood zone , Building 4 is not Permit 2011-01-269 was issued on 1/25/11 for interior demolition and lead paint abatement - building has been vacant since		<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
<b>Conditions:</b>				
<ol style="list-style-type: none"> <li>1) With the issuance of this permit and the certificate of occupancy, the use of the second floor of building 4 shall remain as professional offices. Any change of use shall require a separate permit application for review and approval. The first and third floors shall remain vacant and separate permits will need to be applied for to fit up these spaces.</li> <li>2) Separate permits shall be required for any new signage.</li> <li>3) This permit is being approved on the basis of plans and documents submitted. Any deviations shall require a separate approval before starting that work.</li> </ol>				
<b>Dept:</b> Building Inspecti		<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Brian Stephens	<b>Approval Date:</b> 02/23/2018
<b>Note:</b>		<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
<b>Conditions:</b>				
<ol style="list-style-type: none"> <li>1) A request shall be submitted to the Permitting and Inspections Department prior to scheduling the final inspections for consideration of any part of this building to be occupied in phases.</li> <li>2) This permit is approved based upon information provided by the applicant or design professional. Any deviation from the final approved plans requires separate review and approval prior to work.</li> <li>3) This project includes alterations that Maine state law requires for compliance with the 2010 ADA Standards for Accessible Design.</li> <li>4) The issuance of this permit shall not be construed to be a permit for, or approval of, any violations of any of the provisions of the building code or of any other ordinance of this jurisdiction.</li> <li>5) Seating layout of tables and chairs shall allow for the required aisle width and spacing for Exit Access per IBC Sec. 1017.</li> <li>6) Penetrations in or through fire resistance rated assemblies shall be protected by an approved penetration firestop system installed as tested in accordance with ASTM E814 or UL 1479. Design specification cut sheets shall be submitted in electronic format for review and approval for each penetrating item prior to these inspections.</li> <li>7) The addition of plumbing fixtures, including water lines, drainage and vent piping shall be installed in compliance with the UPC 2015 code.</li> <li>8) Separate permits are required for any electrical, plumbing, sprinkler, fire alarm, HVAC systems, heating appliances, including pellet/wood stoves, commercial hood exhaust systems, fire suppression and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.</li> <li>9) Any modifications to existing building systems and all new systems (HVAC, electrical and service water heating) shall meet IECC 2009 or ASHRAE 90.1-2007 requirements for energy code compliance.</li> <li>10) Per IBC Sec. 3401.3 for existing buildings and dwelling units, compliance with smoke, carbon monoxide, fire protection and safety systems and devices shall be per City Ordinance Chapter 10 and NFPA 101</li> </ol>				
<b>Dept:</b> Engineering DPS		<b>Status:</b> Not Applicable	<b>Reviewer:</b> Benjamin Pearson	<b>Approval Date:</b> 02/12/2018
<b>Note:</b>		<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
<b>Conditions:</b>				

**PERMIT ID:** 2018-00179

**Located at:** 331 VERANDA ST ( Building 4)

**CBL:** 434 C001001

