

JOHN HOWARD STEVENS, A.I.A. JOHN CALVIN STEVENS, 2ND, A.I.A.  
ARCHITECTS  
183 MIDDLE STREET, PORTLAND 3, MAINE

December 28, 1944

Mr. Warren McDonald  
Inspector of Buildings  
City of Portland, Maine

RECEIVED  
DEC 28 1944  
U S C - Davis Block  
Portland, Maine

Dear Mr. McDonald:

The last items are being cleaned up, as per your last letter, and we will notify you when completed.

There is one item which was done according to your direction and on which I wish to plead for your reconsideration: - i.e.-

The two doors from Lobby to Dance Hall.

We removed the latches and locks so these doors are absolutely free swinging. Therefore, they are quite a nuisance without some automatic closers, which cost money.

Inasmuch as these do not constitute exit doors (there being two other exits from the dance hall), why not permit these doors to have the ordinary knob and latch, without any lock or bolt. It would then be possible to keep these doors closed when desired.

If they must be termed exits, they do not comply with the requirement that no exit shall be upward.

Because the exit movement would be upward, there could be no jam of people against the doors that would prevent turning the knob.

I feel that the latch would not be cause for any trouble and I would like to have your permission to restore the latches, on these two doors.

The doors swing in the direction of any mass movement out of the Dance Hall.

Sincerely yours,

*John Howard Stevens*  
John Howard Stevens

JHS:MM

over

11/7/44.

U. S. O.

990 Congress St. Anti slit trench  
went over the following with Mr  
J.H. Stevens dict. by phone.

Opening in chimney in  
kitchen room to be done but  
11/24/44. Not yet done but  
to be done.

Congress St. doors from Quit Room  
not painted "Emergency Exit Only"  
Sign on wall "Exit" leading  
to quit room from lobby not  
painted. O.K.

Exit light switch to be mached  
11/24/44 To be done.

Door dance room to lobby to be  
free-acting take up with Mr. Stevens  
11/24/44. Mr. Stevens  
to handle.

Handrail on both sides of  
these steps. 11/24/44. Mr. Stevens  
Handrail on both sides of  
these steps. Mr. Stevens  
to handle. O.K.

JOHN HOWARD STEVENS, A.I.A. JOHN CALVIN STEVENS, 2ND, A.I.A.  
ARCHITECTS  
117 MIDDLE STREET, PORTLAND 3, MAINE

December 23, 1944

Mr. Warren McDonald  
Inspector of Buildings  
City of Portland, Maine

RECEIVED

DEC 28 1944

U S O - Davis Block  
Portland, Maine

Dear Mr. McDonald:

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There is one item which was done according to your direction and on which I wish to plead for your consideration: - i.e.-

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We remove the latches and locks so these doors are absolutely free swinging. Therefore, they are quite a nuisance without some automatic closers, which cost money.

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Because the exit movement would be upward, there could be no jam of people against the doors that would prevent turning the knob.

I feel that the latch would not be cause for any trouble and I would like to have your permission to restore the latches, on these two doors.

The doors swing in the direction of any mass movement out of the Dance Hall.

Sincerely yours,

*John Howard Stevens*  
John Howard Stevens

JHS:MM

over

12/25/44

The McDonald's in the States would issue certificate  
of occupancy with latches <sup>on doors</sup> done in full time. He preferred  
not to have it done but thought it permissible under the  
building code but not up to Pub. Assembly. *W.D.*

P. 44/798-1

12/28/44-H

October 19, 1944

PH  
ATS  
HBP  
X RMT  
X JWP  
V LNS  
VBS

Subject: Full completion of Club and Lodge  
Occupancy in building at 538-540 Congress  
Street so that certificate of occupancy  
may be issued.

Messrs. John Howard and  
John Calvin Stevens  
187 Middle Street,  
Portland, Maine

Gentlemen:

With relation to the above on Inspector reports that:

- ✓ 1. No anti-slip treads have been provided on steps from dance hall to lobby.
- ✓ 2. Hand-rail has not been provided on one side of steps from dance hall to lobby.
- ✓ 3. Sign "Emergency Exit Only" has not been painted on the exit doors (quiet room side) from quiet room to Congress Street.
- ✓ 4. Switch controlling exit lights has not been suitably marked.

These are all minor items but because of their number I am unable to issue the certificate of occupancy which is legally required before the building is occupied. I understand the building has been in use; however, for a week or more and anything go wrong with the establishment, even though not related to these omissions, we would all be in a very difficult situation as long as the certificate of occupancy is not issued.

Will you be kind enough to have all of these matters fully taken care of at once and notify this office when they are done for final inspection so that the certificate of occupancy may be issued.

Very truly yours,

Inspector of Buildings

WJCH/H  
CC: Samuel Astor & Co.  
Gannett Publishing Co.

Reference: Inspection copy of USJ job across the street from City Hall

ATH:

I suggested to John Howard Stevens this morning that one way out of the difficulty about a vent pipe from the hood over the range might be to remove the hearth of the fireplace in second story and perhaps some more of the floor, properly framing it out of course and then framing over this opening sort of a bulkhead with top and three sides to it to fit snugly against the chimney breast of the fireplace, the inside of it to be lined with plaster on gypsum lath or even asbestos wallboard. This sort of bulkhead ought to be roomy enough so that there will be ample clearance from the pipe to the sidewalls and ample clearance overhead and so fixed that a person down in the kitchen could look right up into it and see the pipe for its whole distance to entering the fireplace where I understand they propose a sheet of galvanized metal.

Examination ought to be made of course and to make sure that there is a clear opening from the present fireplace up into the flue and I should think the architect ought to make sure he is going to get sufficient draft for the scheme is adopted.

If you can think of anything definitely wrong with this arrangement, I wish you would speak to me at once about it so that they will not go too far and then have to be stopped on the very thing that I have suggested. I explained to Mr. Stevens even this was not a very desirable way but it was the only way that I could think of that we could approve.

I suggest that you keep in touch with him and the job about the matter so that if he designs it in a way that doesn't seem to work out we will catch it before they do the work. One good way to do this would be to see the foreman on the job and tell him that something is coming through in this connection and ask him to let you know when he gets his instructions about it so that you can go over and look it over and understand about it before the work is started.

WMcD

11/13/44

Mr. Warren McDonald - Inspector of Bldgs.

JOHN HOWARD STEVENS, A.I.A. JOHN CALVIN STEVENS, 2ND, A.I.A.  
ARCHITECTS

117 MIDDLE STREET, PORTLAND, MAINE

COPY

August 17, 1944

Samuel Acote & Co.  
40 Probble Street  
Portland, Maine 3

RECEIVED  
AUG 18 1944  
DEPT. OF BLDG. INSP.  
CITY OF PORTLAND

U S O - Davis Block

Gentlemen:

One of the questions raised by the Inspector of Buildings was the size of the cap for the lally column supporting the 10 x 12 Douglas Fir girder. At that point is a concentrated load of 20000# and the allowable pressure perpendicular to the wood beam is 270# per sq. in. Therefore, the steel plate of the lally column cap must be at least 70 sq. in. or 7" x 10".

Sincerely yours,

John Howard Stevens

JHS:MM

cc Mr. Warren McDonald, Inspector of Buildings  
City of Portland, Maine

JOHN HOWARD STEVENS, A.I.

N CALVIN STEVENS, 2ND, A.I.A.

ARC

127 MIDDLE STREET, PORTLAND 3, MAINE

September 12, 1944

Mr. Warren McDonald  
Inspector of Buildings  
City of Portland, Maine

Strength of Floor-  
Davis Block, Cor. Exchange  
and Congress Sts. Remodel-  
ing for U.S.O.

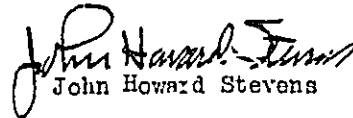
My dear Mr. McDonald:

In your letter regarding the Building Permit; you raised the question of the strength of the first floor, and asked that we submit detailed drawings showing the structure.

We enclose with this two blueprints of a diagram we have made showing the method of framing this main street floor.

In our opinion, this structure is amply strong to take care of the floor loads required by the Building Code. One floor, in particular, received a tremendous test (unintentional) when the entire amount of brickwork from one of the vaults was piled on the floor, and, in addition to this, the heavy steel vault, which was inside the brick vault, was moved out across this same floor, while it was carrying the load of the brick. Under this load there was no indication of any weakness in the floor.

Sincerely, yours,

  
John Howard Stevens

JHS:MM

Enclosures- 2 Blueprints

RECEIVED

SEP 12 1944

DEPT OF BLD'G. INSP.  
CITY OF PORTLAND



P. 44738-1

August 19, 1944

John Howard Stevens and  
John Calvin Stevens, and

Samuel Acott & Company

Gentlemen:

Subject: Alterations in building at 388-390  
Congress Street and change of use of  
1st story

With paragraph numbers corresponding with those in my letter of August 15th and architects' letter of August 16th, please note the following:

4. I take it that the reason for relocation of the exit light over doors from lobby to "Fifth Room" is "advised." In connection with this doorway I overlooked the matter of hardware or fastenings on these doors. Obviously these doors should be as easy to use in case of emergency as the doors to the Congress Street sidewalk, and therefore should be equipped with anti-panic hardware, or left free-swinging toward the Congress Street exit without any device that could fasten them in the closed position against exits.

5. Without investigation it was my impression that the public sidewalks outside the emergency exits from dance hall on Market and Exchange Streets are not well lighted. The Exchange Street sidewalk has a street light right there, and it may be that the light from the Congress Street lights will sufficiently illuminate the Market Street exit. Irrespective of exit needs, however, no management may find it desirable to have a powerful light burning over all of the proposed doorways throughout the dark hours to avoid all sorts of nuisances being committed there. Plenty of light is the best preventative of such troubles.

I have also the reason for reference to the hardware on entrance doors to dance hall.

Very truly yours,

Inspector of Buildings

JOHN HOWARD STEVENS, A.I.A. JOHN CALVIN STEVENS, 2ND, A.I.A.  
ARCHITECTS  
187 MIDDLE STREET, PORTLAND 3, MAINE

RECEIVED

August 16, 1944

Mr. Warren McDonald, AUG 17 1944  
Inspector of Buildings of BLD'G. INSP.  
City of Portland, MAINE  
CITY OF PORTLAND

Davis Block, U S O  
388-390 Congress Street  
Portland, Maine

Dear Sir:

Mr. Ralph Bennett of the Samuel Aceto & Co. tells me this morning that he has the permit for the alterations in the Davis Block, which permit is subject to the items given in your letter, to us, of August 15.

Replying to that letter in the same sequence as your items;

1. You are correct in your understanding that the first floor only of this property is to be used for Club and Lodge use.
2. Floors of dance hall and lobby have been carefully investigated by us, and the present structure is amply capable of supporting the required load of 100# per square foot. We will file with you a diagram showing the framing of the floor.
3. This signed statement of design was overlooked, because I did not realize there was enough "design" involved to require such a statement. There is no masonry wall above the place in the lobby where the brick wall is to be removed.
4. Anti-panic hardware, such as you describe, is likewise described in the same manner in our specifications. It is not expected that more than 20 persons would ever congregate in the Lounge.
5. White lights over the exit doors from dance hall were not specified because of the fact that these doors open directly on a lighted street. "Exit" lights are provided for the inside of these doors, and, if the white outside lights are mandatory, we will, of course, have them installed.
6. All steps which are a part of means of egress are to have non-slip surfaces.
7. No installation of any cooking or hot water heating equipment in the first floor is contemplated under this present contract. Undoubtedly, a range and possibly other equipment will be installed under a separate contract, at which time all provisions for a hood over the range and vent for the

JOHN HOWARD STEVENS, A.I.A. JOHN CALVIN STEVENS, 2ND. A.I.A.  
ARCHITECTS

187 MIDDLE STREET, PORTLAND 3, MAINE

August 16, 1944

Warren McDonald,  
Inspector of Buildings  
City of Portland, Maine

-2

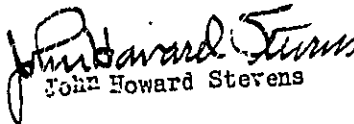
range, etc., will be complied with.

In my talk with Dr. Burroughs of the Health Department yesterday, he told that he would be willing to accept the asphalt tile floor for the kitchen and men's toilet, but that he wanted me to consider something different for the women's toilet. We are, therefore, in the process of trying to arrive at a decision regarding the floor of the women's toilet. It shall be made to conform with the requirements of the Health Department, having a floor drain and sanitary base. There is also to be a floor drain added in the kitchen.

8. Location of Fire extinguishers will be a matter to be taken up with the Fire Chief by the committee having charge of the installation of equipment.

May I express my personal appreciation for your careful consideration of this job and the lack of any delay in the issuance of the Building Permit.

Sincerely yours,

  
John Howard Stevens

JHS:Mf

cc Samuel Aceto & Co.  
cc Maurice F. Whalen, U S O Regional Executive  
cc Cecil Kollenborn

288-531 C of 3 St.

August 16, 1941

Dr. T. H. Burroughs,  
Health Officer

Dear Dr. Burroughs:

I issued the building permit to the US) at 583-3rd Congress Street last night with your conditional approval on it.

As a matter of record both here and for you I also added a PS on my letter as follows: "PS. The Health Officer has approved permit subject to compliance with the requirements of the Health Department as to preparation and walls, food, especially stipulations as to the type of floor covering or floor surface and sanitary basins in kitchen and toilet rooms, as to providing a floor drain in the woman's toilet and as to ventilation for toilet rooms and kitchen."

Very truly yours,

Inspector of Buildings

RW/A

Rept. BUREAU-I

August 15, 1944

John Howard Stevens and  
John Calvin Stevens, Inc

Samuel Aceto & Co.

Gentlemen:

Subject: Building permit for alterations in  
the building at 383-389 Congress Street,  
and conversion of 1st story from business  
and industrial use to Club and Lodge with  
diner assembly hall.

Above permit is herewith subject to the following:

1. It is understood that USJ leases the entire building from Gannett Publishing Company, that no use whatever is planned for the stories above the first and that no use is planned in the cellar except such as heating plant and other accessory uses incidental to the Club and Lodge use. This is important because if the stories above the first were to be used for any purpose they would probably have to be cut off from the Club and Lodge use by at least one-hour fire separations. This building permit and the certificate of occupancy, required when the work is done and before the Club and Lodge use is commenced, to cover such use in the first story only.

2. Floors of dance hall and lobby, at least, require a live load strength of 100 pounds per square foot, and I shall need information on that point before certificates (green tags) are issued to allow closing in of any part of the work. To this end please furnish framing of floor of these two areas, and if present framing does not answer up to this required load, furnish methods of strengthening.

3. Architects should furnish signed statement of design as per Section 104-b of Code to cover re-reinforced concrete at entrance and steel pipe columns. In design of the two wooden girders, since these are quite rugged, I presume full account has been taken of all dead and live loads which will be transmitted from floors, walls, partitions, etc., above, there being no information on the plans by which these designs may be checked. Presumably there is no masonry wall above the place in the lobby where the brick wall is to be removed, otherwise a wooden beam would not be allowable. The steel grillage indicated beneath the new column in lobby indicates a heavy load, and presumably the same care is to be exercised in designing the cap plate to transmit the load from this large sized wooden girder to the comparatively small diameter pipe column.

4. Anti-panic hardware is required on doors from "Quiet Room" to Congress Street sidewalk. These doors, since they will open out over the public sidewalk, can be used for emergency exit only. The doors should have no knob, handle, latch or any other kind of a device on the outside so that they may be opened on the outside and on the inside should have a clear sign saying "Emergency Exit Only". Relocation of the exit light over doors from lobby to Quiet Room is necessary so that it may be legible from all parts of the lobby including the doorway from lobby to lounge. Only one exit from the lounge is being accepted on the basis that there would never be more than 20 persons there. If plans of the UEL call for a larger occupancy, then an emergency exit should be provided.

John Howard Stevens and  
John Cairin Stevens, and  
Sacral Aceto & Co.

August 15, 1944

5. White lights are required outside of both exit doors from dance hall. These lights and all of the exit lights are to be controlled by a single switch, and that switch clearly marked Exit lights. Exit lights should be "standard" as per Section 112-a-4.

6. All steps which are part of a means of egress are required to have non-slip surfaces of treads. The two single doors at entrance to dance hall should be equipped with anti-panic hardware or else left free swinging without latch or bolt.

7. Separate permits, issuable only to the actual installer, are required from this department to cover installation of cooking and hot water heating equipment. It is likely that the range may require a fire protective hood over it in which case the hood would have to be suitably vented. Permits for installation of this equipment as well as this general permit are required by law to receive approval of Health Officer before issuance. At this writing the Health Officer has not yet approved the permit, but I have talked the matter over with him, and he feels that both toilet rooms should have impervious floor surfaces with sanitary bases of material equivalent to concrete, the asphalt tile in the men's toilet and the linoleum in the women's not being considered equivalent. In the case of each toilet room door from outer room to the toilet room and door from lobby to outer room will have to be self-closing. The Health Officer also feels that there must be a floor drain in the women's toilet room.

8. Under Public Assembly Ordinance standards of safety require fire extinguishers of kind and in number and location established by Chief of the Fire Department. This place will be a Class B place of assembly, and the standards of safety are not mandatory but apply in an advisory way only. Irrespective of that I recommend that the fire extinguishers be provided until Chief Stanton's approval.

Very truly yours,

Inspector of Buildings

McD/H

P.S. Health Officer has approved permit subject to compliance with the regulations of the Health Department as to preparation and ceiling food, especially stipulations as to the types of floor covering or floor surface and sanitary bases in kitchen and both toilet rooms, as to providing a floor drain in the women's toilet and as to ventilation for toilet rooms and kitchen.



(G) GENERAL BUSINESS ZONE  
APPLICATION FOR PERMIT

PERMIT ISSUED  
Permit No. 0788

Class of Building or Type of Structure Second Class

Portland, Maine, August 12, 1944 AUG 15 1944

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter install the following building structure-equipment in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location 322-230 Congress Street Within Fire Limits? yes Dist. No. 1

Owner's or Lessee's name and address Gannett Publishing Co., 177 Federal St. Telephone \_\_\_\_\_  
Lessee - U.S.O.

Contractor's name and address Samuel Aceto & Co. 40 Preble St. Telephone 3-5951

Architect John Howard Stevens, 167 Middle St. Plans filed yes No. of sheets 7/10

Proposed use of building Recreational purposes, first floor only No. families \_\_\_\_\_  
upper floors vacant

Other buildings on same lot \_\_\_\_\_ Fee \$ 1.50

Estimated cost \$ 5,000. Description of Present Building to be Altered

Material brick No. stories 4 Heat \_\_\_\_\_ Style of roof \_\_\_\_\_ Roofing slate

Last use vacant No. families \_\_\_\_\_

General Description of New Work

To make alterations to first floor of building as per plans submitted

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately by and in the name of the heating contractor.

Details of New Work

Is any plumbing work involved in this work? yes  
Is any electrical work involved in this work? yes Height average grade to top of plate \_\_\_\_\_  
Size, front \_\_\_\_\_ depth \_\_\_\_\_ No. stories \_\_\_\_\_ Height average grade to highest point of roof \_\_\_\_\_  
To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_  
Material of foundation \_\_\_\_\_ Thickness, top \_\_\_\_\_ bottom \_\_\_\_\_ cellar \_\_\_\_\_  
Material of underpinning \_\_\_\_\_ Height \_\_\_\_\_ Thickness \_\_\_\_\_  
Kind of roof \_\_\_\_\_ Rise per foot \_\_\_\_\_ Roof covering \_\_\_\_\_  
No. of chimneys \_\_\_\_\_ Material of chimneys \_\_\_\_\_ of lining \_\_\_\_\_  
Kind of heat \_\_\_\_\_ Type of fuel \_\_\_\_\_ Is gas fitting involved? \_\_\_\_\_  
Framing lumber—Kind \_\_\_\_\_ Dressed or full size? \_\_\_\_\_  
Corner posts \_\_\_\_\_ Sills \_\_\_\_\_ Girt or ledger board? \_\_\_\_\_ Size \_\_\_\_\_  
Material columns under girders \_\_\_\_\_ Size \_\_\_\_\_ Max. on centers \_\_\_\_\_  
Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.  
Joists and rafters: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
On centers: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
Maximum span: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
If one story building with masonry walls, thickness of walls? \_\_\_\_\_ height? \_\_\_\_\_

If a Garage

No. cars now accommodated on same lot \_\_\_\_\_, to be accommodated \_\_\_\_\_  
Total number commercial cars to be accommodated \_\_\_\_\_  
Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? \_\_\_\_\_

Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no  
Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? yes  
By Samuel Aceto & Co. Gannett Publishing Co.

INSPECTION COPY Samuel Aceto & Co. Signature of owner By Samuel Aceto & Co. By Delbert Bennett  
CHIEF OF BUREAU

Approved subject to compliance with health department requirements No Sewing Machine

Permit No. 44/798

Location 388-396 Capping St

Owner Gannett Pub Co

Date of permit 8/13/44

Notif. closing-in 8/25/44

Insp. closing-in 8/26/44

Final Notif.

Final Insp. 9/18/45

Cert. of Occupancy issued 1/9/45

NOTES

8/22/44 Work mfg

8/26/44 Work mfg

8/30/44 Work mfg

9/1/44 Work mfg

9/5/44 Work mfg

9/10/44 Work mfg

9/15/44 Work mfg

9/20/44 Work mfg

9/25/44 Work mfg

9/30/44 Work mfg

10/5/44 Work mfg

10/10/44 Work mfg

10/15/44 Work mfg

10/20/44 Work mfg

10/25/44 Work mfg

11/1/44 Work mfg

DATE	DESCRIPTION	BY	REMARKS
8/22/44	Work mfg		
8/26/44	Work mfg		
8/30/44	Work mfg		
9/1/44	Work mfg		
9/5/44	Work mfg		
9/10/44	Work mfg		
9/15/44	Work mfg		
9/20/44	Work mfg		
9/25/44	Work mfg		
9/30/44	Work mfg		
10/5/44	Work mfg		
10/10/44	Work mfg		
10/15/44	Work mfg		
10/20/44	Work mfg		
10/25/44	Work mfg		
11/1/44	Work mfg		

for the double floor and  
 various looking devices  
 All locks and fastenings  
 on these doors in Part  
 removed and doors made  
 fire acting. As per mfg.  
 be provided in the  
 ceiling when two 12"  
 girders are framed this  
 is mean the door  
 stationary from door  
 removed  
 11/2/44. Bldg. locked  
 wood block cut in ceiling  
 1st floor on what was  
 on through trap back of  
 11/2/44. Unable to get  
 in. floor has been  
 connected to G.  
 12/19/44 for letter mfg  
 1/4/45. Hole in kitchen  
 ceiling (originally cut  
 for vent) about 12" sq  
 should be closed & be

with the window set in fire  
 All new work done and  
 bonded in  
 10/16/44. Went over the  
 the fire door with and  
 stealer from City  
 village angle  
 slight corner over door to  
 which room will remain a  
 door. This door sign will be  
 painted on the lobby wall  
 (corner side) from  
 with. At present the  
 door leading from



WRITTEN CONSENT AND AGREEMENT RELATING TO A CERTAIN SIGN PROPOSED TO BE  
ERECTED PROJECTING OVER A PUBLIC SIDEWALK FROM THE PREMISES

AT 390 Congress St IN PORTLAND, MAINE

Gannett Publishing Co. Inc., being the owner of the  
premises at 390 Congress St in Portland, Maine hereby gives  
consent to the erection of a certain sign owned by L.I.S.O. Club  
projecting over the public sidewalk from said premises as described in  
application to the Inspector of Buildings of Portland, Maine for a permit  
to cover erection of said sign;

And in consideration of the issuance of said permit Gannett  
Publishing Co. Inc., owner of said premises, in event said sign  
shall cease to serve the purpose for which it was erected or shall become  
dangerous and in event the owner of said sign shall fail to remove said sign  
or make it permanently safe in case the sign still serves the purpose for  
which it was erected, hereby agrees for himself or itself, for his heirs,  
its successors, and his or its assigns, to completely remove said sign  
within ten days of notice from said Inspector of Buildings that said sign  
is in such condition and of order from him to remove it.

In Witness whereof the owner of said premises has signed this  
consent and agreement this 10<sup>th</sup> day of November, 1944

Carolyn L. Libbey  
Witness

Gannett Pub. Co. Inc.  
By [Signature]  
Owner

RECEIVED

NOV 21 1944

DEPT. OF BLD'G. INSP.  
CITY OF PORTLAND



(G) GENERAL BUSINESS ZONE

PERMIT ISSUED  
1195

Permit No. 21-1944

# APPLICATION FOR PERMIT TO ERECT SIGN OVER PUBLIC SIDEWALK OR STREET

Portland, Maine, November 18, 1944

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect the following described sign extending over a public sidewalk or street in accordance with the Building Code of the City of Portland, and the following specifications:

Location 123 Exchange Street Within Fire Limits? yes Dist. No.         

Owner of building to which sign is to be attached Gen. Gannett Co. Printing, Co.

Name and address of owner of sign U. S. O. Club

Contractor's name and address United Neon Display, 71 Elm St. Telephone 2-0695

When does contractor's board expire? January 1945 only 28 H.

## Information Concerning Building

No. stories 2 Material of wall to which sign is to be attached brick

## Details of Sign and Connections

Electric? yes Vertical dimension after erect 2'6" Horizontal 5'

Weight 195 lbs. Will there be any hollow spaces? yes Any rigid frame? yes

Material of frame angle iron No. advertising faces 2 material galv. iron

No. rigid connections 2 Are they fastened directly to frame of sign? yes

No. through bolts none Size          Location, top or bottom         

No. guys 2 material cable angle iron Size 1" 1 1/2 x 1/2 x 1/16

Minimum clear height above sidewalk or street 12'6"

Maximum projection into street 6'

United Neon Display

Fee \$ 1.00

*W. S. McLaughlin*  
Signature of contractor By W. S. McLaughlin  
ORIGINAL CITY OF PORTLAND

BRICKWORK IS WAIVED

53257

Permit No. 4413125

Location 123 Exchange St

Owner U.S.O.

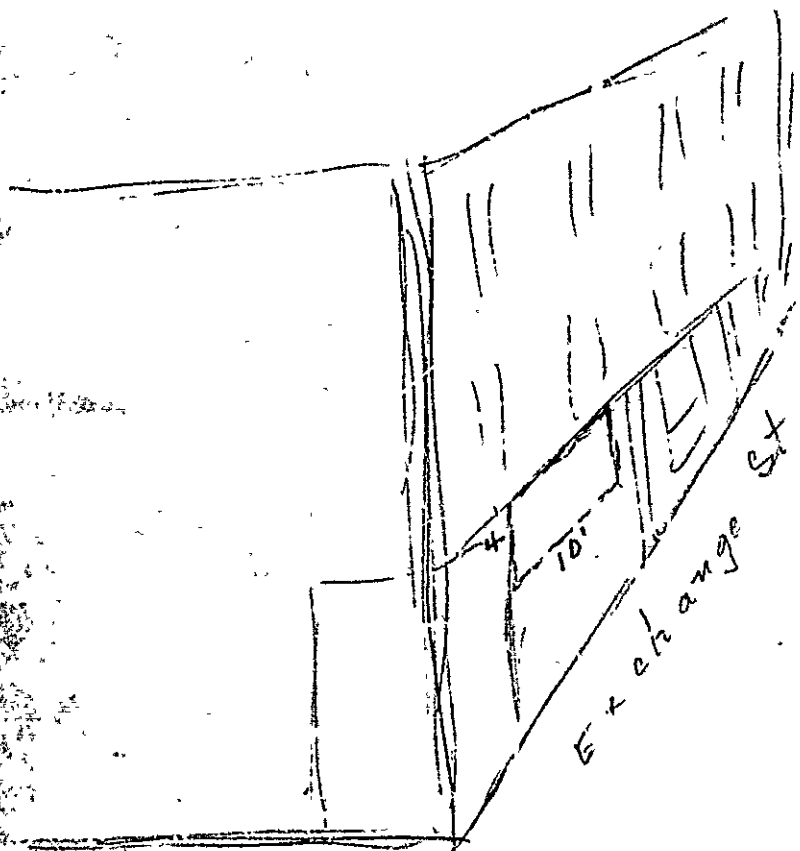
Date of permit 11/27/44

Sign Contractor \_\_\_\_\_

Final Inspn. 4/1/45. C.C.C.

NOTES Sludg

~~Blank lined area with a large handwritten 'X' across it.~~



390 Congress St

Temporary Oil cloth sign

Owner Gannett Pub. Co.

Permit No. TS-449

CITY OF PORTLAND, MAINE  
APPLICATION FOR PERMISSION TO ERECT AND MAINTAIN TEMPORARY  
SIGNS WITHIN FIRE DISTRICT NO. 1.

Portland, Me. July 12 1944  
The undersigned applies for permission to erect and maintain the following described temporary sign within Fire District No. 1, in accordance with the Building Code of the City of Portland and the following specifications:

Location 390 Congress Street Ward 3

Owner of building to which sign is to be attached Granett Publishing Co.

Name and address of owner of sign USO

Sign contractor's name and address United Neon Display, 74 Elm St. Phone 2-0695

Overall dimensions of sign 4' x 10' Material of face cell-cloth of frame wood

In what story erected 1st Will sign cover any part of window or door opening no

Signature <sup>USO</sup> W. S. Melanich  
Approved 7/12/44 Walter W. Dineen  
Inspector of Buildings Smewster

Date on which permission to maintain this sign expires 9/12/44

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_  
Approved \_\_\_\_\_  
Inspector of Buildings

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_  
Approved \_\_\_\_\_  
Inspector of Buildings

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_  
Approved \_\_\_\_\_  
Inspector of Buildings

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_  
Approved \_\_\_\_\_  
Inspector of Buildings

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_  
Approved \_\_\_\_\_  
Inspector of Buildings

Application for renewal \_\_\_\_\_ to \_\_\_\_\_  
Signature \_\_\_\_\_

46631

Approved

NOTE TO OWNER OF SIGN: PLEASE PRESERVE THIS CERTIFICATE. If it is desired to maintain sign for a period longer than that allowed above, present this certificate at the Department of Building Inspection before the allowed period has elapsed, and permission for an additional period will be approved hereon, if sign is in good condition.

Inspector of Buildings

Ward 3 Permit No. 4413  
Location 390 Congress St.  
Name of Sign U.S. 10  
Sign Hanger United News Display

Period	Date of		No- tice	Re- moval
	Begins	Ends		
Orig.	7/12/54	9/1/54		9/5/54
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

Word 3 Permit No. To 44/3

Location 390 Congress St.

Owner of Sign U.S.P.O

Sign Hanger United Name Display

Period	Date of		No- tice	Re- moval
	Begin	Ends		
Orig.	7/12/44	7/12/44		7/5/44
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				



# APPLICATION FOR PERMIT TO BUILD

CLASS BUILDING

To the INSPECTOR OF BUILDINGS, PORTLAND, ME. Portland, Maine, 19    

The undersigned hereby applies for a permit to build, according to the following specifications, the Laws of the State of Maine, and the Building Ordinance of the City of Portland:

Location \_\_\_\_\_ Ward \_\_\_\_\_ Within Fire Limits? \_\_\_\_\_

Owner's name and address? \_\_\_\_\_

Contractor's name and address? \_\_\_\_\_

Architect's name and address? \_\_\_\_\_

Proposed occupancy of building (purpose)? \_\_\_\_\_

No. families? \_\_\_\_\_ apartments? \_\_\_\_\_ lodgers? \_\_\_\_\_

Size, front? \_\_\_\_\_, depth? \_\_\_\_\_, No. stories? \_\_\_\_\_, height, average grade to highest point of roof? \_\_\_\_\_

To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_

Material of foundation? \_\_\_\_\_ Thickness, top? \_\_\_\_\_ bottom? \_\_\_\_\_

Material of underpinning? \_\_\_\_\_ over 4 ft. high? \_\_\_\_\_ thickness? \_\_\_\_\_

Kind of roof (pitch, hip, etc.)? \_\_\_\_\_ Kind of roofing? \_\_\_\_\_

Kind of heat? \_\_\_\_\_ Material of chimney? \_\_\_\_\_, of lining? \_\_\_\_\_

## Size of Framing Members

Corner posts? \_\_\_\_\_ Sills? \_\_\_\_\_ Rafters or roof beams? \_\_\_\_\_ on center? \_\_\_\_\_

Material and size of columns under girders? \_\_\_\_\_ on center? \_\_\_\_\_

Ledger board used? \_\_\_\_\_ Size? \_\_\_\_\_ Studs (outside walls and carrying partitions) 2 x 4 16'

6" x 8" or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner \_\_\_\_\_



CITY OF PORTLAND, MAINE  
DEPARTMENT OF BUILDING INSPECTION



APPLICANT'S RECORD OF INQUIRY  
Date 1/21/43

Verbal in person  
By Telephone

Location 390 Congress Street

Made by Wm. O. Armitage, 23 Mitchell Road, So. Portland

Inquiry 1. Use of building for U.S.O. as per letter

Answer 1. Talked with Mr. Armitage in regard to this

Reply by McD

Guides

WILLIAM O. ARMITAGE - ARCHITECT

Phone 3-0958

South Portland, Maine

January 20, 1943

Warren McDonald  
Building Inspector  
City of Portland, Maine

RECEIVED  
JAN 21 1943  
DEPT. OF C.D.G. & P.  
CITY OF PORTLAND

Re: Davis Building, 390 Congress St., Portland, Me.

Dear Mr. McDonald;

Mr. Hutchins, building counselor of the U. S. O., was in Portland, Wednesday, January 20, 1943 and when he could not see you personally, he left the following information with me to take up with you.

In as much as they will have to make alterations to the present U. S. O. building on Pearl Street if they remain there they would prefer to make a change to the Davis Building on Congress Street if at all possible. Like all Service Organizations they do not have a great deal of money to spend for preliminary work if there is no possibility of the building being approved for their use, so would like to have your opinion as to the possibility of using the Davis Building.

They would like to use the second floor of the building for offices, game rooms, lounge, check room and bar for serving sandwiches and coffee. The third floor would be used for dancing and entertainment.

Mr. Hutchins tells me they would make no structural changes on the second floor except for the new stairways and reinforcing of the third floor by posts or carrying partitions so that the third floor would support 100 pounds per sq. ft. The third floor would remain as is except for the new stairs to the second floor at the front and enclosing the rear stairs in a tower which I have indicated roughly in red on the second and third floor plans which are the only floors measured to date.

If the indicated changes are not sufficient to make the building satisfactory for the proposed use Mr. Hutchins would like to have you inform him what changes would be necessary. From your suggestions he would be able to estimate whether or not it would be possible for the U. S. O. to make the changes before going to further expense.

Thanking you for Mr. Hutchins for any time or consideration you may give to their problem, I am

Sincerely yours,

*William O. Armitage*

WOA/a

*Pls. make inquiries & say I answered in reply.*

*WMA 1/21/43*

CITY OF PORTLAND, MAINE  
DEPARTMENT OF BUILDING INSPECTION

Record of Inquiry

By Verbal in person  
~~By telephone~~

Date 1/15/72

Location 390 Commercial St

Made by John R. Stevens

Inquiry What about use of upper

3 floors of this building for

Styler B. School

Answer 1 Talked this over with him

Stevens - see notes attached

Answer 2 \_\_\_\_\_

Answer 3 \_\_\_\_\_

Answer 4 \_\_\_\_\_

Answer 5 \_\_\_\_\_

Answer 6 \_\_\_\_\_

Answer 7 \_\_\_\_\_

Answer 8 \_\_\_\_\_

Answer 9 \_\_\_\_\_

Answer 10 \_\_\_\_\_

Answer 11 \_\_\_\_\_

Answer 12 \_\_\_\_\_

Answer 13 \_\_\_\_\_



Reply by hmd



# APPLICATION FOR PERMIT TO BUILD

\_\_\_\_\_ CLASS BUILDING

Portland, Maine, \_\_\_\_\_ 19

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to build, according to the following specifications, the Laws of the State of Maine, and the Building Ordinance of the City of Portland:

Location \_\_\_\_\_ Ward \_\_\_\_\_ Within Fire Limits? \_\_\_\_\_

Owner's name and address? \_\_\_\_\_

Contractor's name and address? \_\_\_\_\_

Architect's name and address? \_\_\_\_\_

Proposed occupancy of building (purpose)? \_\_\_\_\_

No. families? \_\_\_\_\_ apartments? \_\_\_\_\_ lodgers? \_\_\_\_\_

Size, front? \_\_\_\_\_, depth? \_\_\_\_\_; No. stories? \_\_\_\_\_, height, average grade to highest point of roof? \_\_\_\_\_

To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_

Material of foundation? \_\_\_\_\_ Thickness, top? \_\_\_\_\_ bottom? \_\_\_\_\_

Material of underpinning? \_\_\_\_\_ over 4 ft. high? \_\_\_\_\_ thickness? \_\_\_\_\_

Kind of roof (pitch, hip, etc.)? \_\_\_\_\_ Kind of roofing? \_\_\_\_\_

Kind of heat? \_\_\_\_\_ Material of chimney? \_\_\_\_\_, of lining? \_\_\_\_\_

## Size of Framing Members

Corner posts? \_\_\_\_\_ Sills? \_\_\_\_\_ Rafters or roof beams? \_\_\_\_\_ on center? \_\_\_\_\_

Material and size of columns under girders? \_\_\_\_\_ on center? \_\_\_\_\_

Ledger board used? \_\_\_\_\_ Size? \_\_\_\_\_ Studs (outside walls and carrying partitions) 2 x 4 16" O. C.

Girders 6" x 8" or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts will be all one piece in cross section.

CITY OF PORTLAND, MAINE

DEPARTMENT OF BUILDING INSPECTION

Record of Inquiry

Verbal in person

By telephone

Date 11/15/72

Location 390 Commercial

Made by

John Joseph Stesen

Subject of inquiry

What about use of upper 3 floors of this building  
Tagge B. Schrock

Answer 1

Talked this over with Mr. Stesen - see notes attached

OFFICE OF BUILDING INSPECTION



REPLY TO BE MADE TO BUREAU

Reply by hmd

James Bly to Thomas  
Page B. School  
3 miffers films.

11/3/42  
390 Congress St

capacity 100 persons each  
film  
page 305 esp. - mathemat. =  
 $5 \times 22 = 110$

- Plung to be approved by M. O.  
new for a date over further and several  
more than 16 pieces in same lot to each
- ? First story about 4% subject about 200
  - ? Mention of enclaves in passage of  
from stars taken below in  
of students above and story
  - ? Enclaves of pentagons
  - ? mention of basement ceiling

○ Film of laboratory - substituted for the real one

○



PERMIT No. 188

# APPLICATION FOR PERMIT TO REPAIR BUILDING

NOV 17 1941

Second Class Building

Portland, Maine, Nov. 17, 1941

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to repair the following described building in accordance with the Laws of Maine, the Building Code of the City of Portland, and the following specifications:

Location 330 Congress Street Within fire limits? yes Dist. No. 1

Owner's name and address Portland Savings Bank Telephone \_\_\_\_\_

Contractor's name and address King Byland, 219 Cumberland Ave. Telephone 3-2227

Use of building Storage, Office and Hall

No. stories 3 Style of roof hip Type of present roof covering slate

## General Description of New Work

To make necessary repairs after fire, no alterations.  
Second floor - replace floor timbers and flooring  
third

## If Roof Covering is to be Repaired or Renewed

Is any plumbing work involved in this work? \_\_\_\_\_ Is any electrical work involved in this work? \_\_\_\_\_

Are repairs or renewal due to damage by fire? yes If so, what area damaged? \_\_\_\_\_ sq. ft.

Area of roof to be repaired now? \_\_\_\_\_ sq. ft.

Type of roofing to be used \_\_\_\_\_ No. of ties \_\_\_\_\_

Trade name and grade of roof covering to be used \_\_\_\_\_

Estimated cost \$ 101 \_\_\_\_\_

Portland Savings Bank

Fee \$ 50

Signature of owner H. Byland

INSPECTION COPY

Permit No. 44/1789

Location 390 Congress St.

Owner Portland Savings Bank

Date of permit 1/17/44

Notif. closing-in

Inspn. closing-in

Final Notif. INSPECTION NOT COMPLETE

Final Inspn.

Cert. of Occupancy issued

NOTES

Western end of second floor finished in main hall... second floor beams... has been removed at 2nd floor... quarter two floor... floor... called Portland Savings Bank... conditions...

REVISIONS... 1... 2... 3... 4... 5... 6... 7... 8... 9... 10... 11... 12... 13... 14... 15... 16... 17... 18... 19... 20... 21... 22... 23... 24... 25... 26... 27... 28... 29... 30... 31... 32... 33... 34... 35... 36... 37... 38... 39... 40... 41... 42... 43... 44... 45... 46... 47... 48... 49... 50... 51... 52... 53... 54... 55... 56... 57... 58... 59... 60... 61... 62... 63... 64... 65... 66... 67... 68... 69... 70... 71... 72... 73... 74... 75... 76... 77... 78... 79... 80... 81... 82... 83... 84... 85... 86... 87... 88... 89... 90... 91... 92... 93... 94... 95... 96... 97... 98... 99... 100...

Table with multiple columns and rows, containing various administrative markings and stamps, including a large 'INSPECTION NOT COMPLETE' stamp.



Miss Weston:

Nov. 2  
If Mr. Gould comes in or phones, please tell him as follows:

Section 206-f-9 of the Building Code represents the only regulations that I know of by the city that would apply to his proposition of showing motion pictures in City Hall. I think he can best get the idea of it by reading over this paragraph.

City Hall auditorium is reckoned as a major assembly accommodating more than 500 persons, and if I understand the first sentence of this paragraph, motion picture machines may only be used (either those using commercial film or which use an arc lamp) if a permanent enclosure as described in the paragraph. Of course there is no such permanent enclosure in the auditorium.

It is my belief therefore that the Building Code does not allow showing of moving pictures in the City Hall auditorium except when the films are all safety films, and when the machines do not use arc lamps.

If his machines do not have arc lamps (I am afraid they do) and if all of the film would be safety film, no enclosure is required, but may be used if desired.

wmed

10/1/41

Please make his inquiry on an inquiry blank street number of City Hall and file this answer with it.



## APPLICATION FOR PERMIT TO BUILD

CLASS BUILDING

Portland, Maine, \_\_\_\_\_ 19

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to build, according to the following specifications, the Laws of the State of Maine, and the Building Ordinance of the City of Portland:

Location \_\_\_\_\_ Ward \_\_\_\_\_ Within Fire Limits? \_\_\_\_\_

Owner's name and address? \_\_\_\_\_

Contractor's name and address? \_\_\_\_\_

Architect's name and address? \_\_\_\_\_

Proposed occupancy of building (purpose)? \_\_\_\_\_

No. families? \_\_\_\_\_ apartments? \_\_\_\_\_ lodgers? \_\_\_\_\_

Size, front? \_\_\_\_\_, depth? \_\_\_\_\_, No. stories? \_\_\_\_\_, height, average grade to highest point of roof \_\_\_\_\_

To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_

Material of foundation? \_\_\_\_\_ Thickness, top? \_\_\_\_\_ bottom? \_\_\_\_\_

Material of underpinning? \_\_\_\_\_ over 4 ft. high? \_\_\_\_\_ thickness? \_\_\_\_\_

Kind of roof (pitch, hip, etc.)? \_\_\_\_\_ Kind of roofing? \_\_\_\_\_

Kind of heat? \_\_\_\_\_ Material of chimney? \_\_\_\_\_, of lining? \_\_\_\_\_

### Size of Framing Members

Corner posts? \_\_\_\_\_ Sills? \_\_\_\_\_ Rafters or roof beams? \_\_\_\_\_ on center? \_\_\_\_\_

Material and size of columns under girders? \_\_\_\_\_ on center? \_\_\_\_\_

Ledger board used? \_\_\_\_\_ Size? \_\_\_\_\_ Studs (outside walls and carrying partitions) 2 x 4 - 16" O. C.

Girders 6" x 8" or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts will

CITY OF PORTLAND, MAINE  
DEPARTMENT OF BUILDING INSPECTION



RECORD OF INQUIRY

Verbal in person \_\_\_\_\_  
By telephone \_\_\_\_\_ Date 9/30/41

Location 895 Congress Street (City Hall)

Made by George R. Gould

Inquiry-1. Can temporary booth for moving picture machine be put in first

balcony or must it be on main floor, also what other requirements

2. would K.C.D. permit?

Answer-1

2

3

Reply by [Signature]

October 1, 1941

Albert H. Skillings,  
Building Superintendent  
City Hall

Dear Mr. Skillings:

Because of an inquiry made concerning the use of the City Hall auditorium for showing motion pictures, I have checked up the proposition against the new Building Code, and I am communicating this information to you to avoid bookings that may prove embarrassing later. I believe that if the city government feel that my interpretation of the Building Code is correct and that it works out with undue severity as regards the use of the auditorium, the Building Code should be amended to take care of a more extensive use of the auditorium and others like it for this purpose, rather than to leave the Code as it is and expect me somehow to fix up the situation in a hurry when some desirable showing wants to use the hall.

I believe the Building Code forbids the showing of moving pictures in the auditorium (on the ground that it is a major assembly hall accommodating more than 500 persons) unless all of the film used is undoubtedly "safety" film and provided the machines to be used do not use arc lamps.

As far as I can recollect previous showings in the auditorium, this regulation of the present Building Code, if in effect at those previous times would have prevented the showings.

The Building Code would allow motion picture displays in the auditorium, using commercial film and using machines operated by arc lamps, if there were a permanent enclosure of proper size, properly protected and properly ventilated. If there is to be sufficient demand for such showings, I recommend that the authorities consider providing such a permanent booth.

Very truly yours,

Inspector of Buildings

MJH/R  
CC: James Barlow  
City Manager



**(3) GENERAL BUSINESS ZONE PERMIT ISSUED**  
**APPLICATION FOR PERMIT** Permit No. **0689**

Class of Building or Type of Structure Second Class MAY 26 1933

Portland, Maine, May 26 1933

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, (if any, submitted herewith) and the following specifications:

Location 385 Congress Street Within Fire Limits? yes Dist. No. 1

Owner's or Lessee's name and address (121 Exchange St.) Charles A. McCausland, 121 Exchange St. Telephone \_\_\_\_\_

Contractor's name and address Paul E. McLellan, 304 Ocean Avenue Telephone 4-3602

Architect \_\_\_\_\_ Plans filed  No. of sheets \_\_\_\_\_

Proposed use of building Offices No. families \_\_\_\_\_

Other buildings on same lot \_\_\_\_\_

Estimated cost \$ 25. Fee \$ .25.

**Description of Present Building to be Altered**

Material brick No. stories 3 Heat \_\_\_\_\_ Style of roof \_\_\_\_\_ Roofing \_\_\_\_\_

Last use Offices No. families \_\_\_\_\_

**General Description of New Work**

To cut in new 3' door in bearing partition (4x6 header) to use rear room of above offices at 385 Congress Street in connection with office at 121 Exchange Street

CERTIFICATE OF OCCUPANCY  
 STATEMENT IS WAIVED

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately, by and in the name of the heating contractor.

**Details of New Work**

Size, front \_\_\_\_\_ depth \_\_\_\_\_ No. stories \_\_\_\_\_ Height average grade to top of plate \_\_\_\_\_

To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_

Material of foundation \_\_\_\_\_ Thickness, top \_\_\_\_\_ bottom \_\_\_\_\_ cellar \_\_\_\_\_

Material of underpinning \_\_\_\_\_ Height \_\_\_\_\_ Thickness \_\_\_\_\_

Kind of Roof \_\_\_\_\_ Rise per foot \_\_\_\_\_ Roof covering \_\_\_\_\_

No. of chimneys \_\_\_\_\_ Material of chimneys \_\_\_\_\_ of lining \_\_\_\_\_

Kind of heat \_\_\_\_\_ Type of fuel \_\_\_\_\_ Is gas fitting involved? \_\_\_\_\_

Framing Lumber—Kind \_\_\_\_\_ Dressed or Full Size? \_\_\_\_\_

Corner posts \_\_\_\_\_ Sills \_\_\_\_\_ Girt or ledger board? \_\_\_\_\_ Size \_\_\_\_\_

Material columns under girders \_\_\_\_\_ Size \_\_\_\_\_ Max. on centers \_\_\_\_\_

Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.

Joists and rafters: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_

On centers: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_

Maximum span: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_

If one story building with masonry walls, thickness of walls? \_\_\_\_\_ height? \_\_\_\_\_

**If a Garage**

No. cars now accommodated on same lot \_\_\_\_\_ to be accommodated \_\_\_\_\_

Total number commercial cars to be accommodated \_\_\_\_\_

Will automobile parking be done other than minor pairs to cars habitually stored in the proposed building? \_\_\_\_\_

**Miscellaneous**

Will above work require removal or disturbing of any shade tree on a public street? no

Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? yes \_\_\_\_\_

Signature Paul E. McLellan

*Paul E. McLellan*

INSPECTION COPY

44392





(G) C. BUSINESS ZONE

PERMIT ISSUED

# APPLICATION FOR PERMIT TO ERECT SIGN 0192 OVER PUBLIC SIDEWALK OR STREET

MAR 14 1934

Portland, Maine, March 13, 1934

To the INSPECTOR OF BUILDING

The undersigned hereby applies for permit to erect the following described sign extending over a public sidewalk or street in accordance with the Code of the City of Portland, and the following specifications:

Location 392 Congress St. Ward 3 within Fire Limits? Yes Dist. No. 1

Owner of building to which sign is to be attached Rosenberg Bros.

Name and address of owner of sign Morris Plan Bank, 392 Congress St.

Contractor's name and address The Kimball System of Portland, 61 Cross St. Telephone 2-5047

When does contract bond expire? Jan. 7, 1935

### Information Concerning Building

NOTIFICATION BEFORE LATE-  
OR CLOSING-IN IS WAIVED.

No. stories 6 Material of wall to which sign is to be attached brick

CERTIFICATE OF OCCUPANCY  
REQUIREMENT IS WAIVED

### Details of Sign and Connections

Electric yes Vertical dimension after erection 3' 4" Horizontal 5' 4"

Weight approx 100 lbs., Will there be any hollow spaces? yes Any rigid frame? yes

Material of frame 1 1/2 x 3/16 and 1 x 1 1/2 x 3/16 angle iron No. advertising faces 2 material galvanized metal

No. rigid connections 2 Are they fastened directly to frame of sign? yes

No. through bolts none, Size \_\_\_\_\_, Location, top or bottom \_\_\_\_\_

No. guys 5, material 1 1/2 x 3/16 angle iron top and bottom, Size 1" Galv cable uplift

Minimum clear height above sidewalk or street 15'

Maximum projection into street 6'

Fee \$ \_\_\_\_\_

Signature of contractor

*The Kimball System P.C.*

INSPECTION COPY

**Oliver T. Suroboth**

Ward 3 / Permit No. 34/192  
 Location 395 Congress St.  
 Owner Monroe Park Bank  
 Permit 3/11/34  
 Sign Contractor \_\_\_\_\_  
 Final Insp. 3/13/34

Signature  
[Signature]  
 Date 3/13/34

APPLICATION FOR PERMIT TO ERECT SIGN

CONCRETE SIDEWALK OR STREET

Location 395 Congress St.

The undersigned hereby certifies that the above described work is to be done in accordance with the provisions of the Ordinance relating to the erection of signs and structures on public streets and sidewalks of the City of Boston, Massachusetts, and that the same is necessary for the purpose stated.

Design of Sign and Connection  
 Information Contained Herein

The undersigned hereby certifies that the above described work is to be done in accordance with the provisions of the Ordinance relating to the erection of signs and structures on public streets and sidewalks of the City of Boston, Massachusetts, and that the same is necessary for the purpose stated.

Signature of contractor  
[Signature]

Date 3/13/34



CITY OF PORTLAND, MAINE

Temporary Permit No. 17-3 Renewal

APPLICATION FOR PERMISSION TO ERECT AND MAINTAIN TEMPORARY SIGNS WITHIN FIRE DISTRICT NO. 1.

The undersigned applies for permission to erect and maintain the following described temporary sign within Fire District No. 1, in accordance with the Building Code of the City of Portland and the following specifications:

Location. 209 Congress Street ..... Ward. A .....  
Owner of building to which sign is to be attached. Rosenberg Bros. .....  
Name and address of owner of sign. Manufacturers Outlet .....  
Sign contractor's name and address. Flynn, The Painter, 245 Middle St. Phone 3-3855 .....  
Overall dimensions of sign. 6 ft. x 10 ft. Material of face. Gal. Cloth frame. wood .....  
In what story erected. 1st ..... Will sign cover any part of window or door opening. Transom window .....

Signature. Flynn, The Painter Edmund J. Keener

Approved. Feb. 23, 1933 Warren W. Donald  
Inspector of Buildings.

Date on which permission to maintain this sign expires. March 25, 1933 ..... 93 05

\*\*\*

Application for renewal. .... to .....  
March 25, 1933 ..... April 25, 1933 .....

..... 19... Signature Flynn, The Painter ..... 3/21/33 35 By Edmund J. Keener  
Approved. 3/21/33 ..... Warren W. Donald  
Inspector of Buildings.

\*\*\*

Application for renewal. April 25, 1933 ..... to ..... May 25, 1933 .....

..... April 21, 1933 Signature Flynn, The Painter .....  
By Edmund J. Keener  
Approved. April 21, 1933 ..... Warren W. Donald  
Inspector of Buildings.

\*\*\*

Application for renewal. May 25, 1933 ..... to ..... June 25, 1933 .....

..... June 5, 1933 Signature Flynn, The Painter .....  
By .....  
Approved. June 5, 1933 ..... Warren W. Donald  
Inspector of Buildings.

Note to owner of sign: Preserve this certificate. If it is desired to maintain sign for a period longer than that allowed above, present this certificate at the Department of Building Inspection before the allowed period has elapsed, and permission for an additional period will be approved hereon, if sign is in good condition.

Ward \_\_\_\_\_ Temp Sign Permit No \_\_\_\_\_

Location \_\_\_\_\_

Owner of sign \_\_\_\_\_

Sign hanger \_\_\_\_\_

Date of permit \_\_\_\_\_

End of initial period \_\_\_\_\_

Date of renewal \_\_\_\_\_

End of 2nd period \_\_\_\_\_

Date of renewal \_\_\_\_\_

End of 3rd period \_\_\_\_\_

Date of renewal \_\_\_\_\_

End of 4th period \_\_\_\_\_

Removal noted \_\_\_\_\_

TP#5-1932

January 16, 1933

Flynn, The Painter  
245 Middle Street  
Portland, Maine

Gentlemen:

With relation to the temporary sign at 338 Congress Street for the Manufacturer's Outlet, I note that through some oversight you failed to renew the permit for this sign over almost an entire thirty day period.

I realize that this was no doubt unintentional on your part, but must request that you adopt some system to keep these permits valid.

In an effort to help out along this line in the future, we shall endeavor to send to you and other sign hangers in similar circumstances, a notice of the fact that such temporary permit expires two or three days before the expiration date. This notice, of course, will do no good unless it is noted upon.

Very truly yours,

Inspector of Buildings.

FU/HC

Temporary Permit No. TP-3.....

CITY OF PORTLAND, MAINE

APPLICATION FOR PERMISSION TO ERECT AND MAINTAIN TEMPORARY SIGNS WITHIN FIRE DISTRICT NO. 1.

Portland, Me.....19....

The undersigned applies for permission to erect and maintain the following described temporary sign within Fire District No. 1, in accordance with the Building Code of the City of Portland and the following specifications:

- Location.....Ward.....
Owner of building to which sign is to be attached.....
Name and address of owner of sign.....
Sign contractor's name and address.....Phone.....
Overall dimensions of sign.....Material of face.....of frame.....
In what story erected.....Will sign cover any part of window or door opening.....

Signature.....

Approved.....19...
Inspector of Buildings.

Date on which permission to maintain this sign expires.....

Manufacturer's Outlet - TP-3

\*\*\*

Application for renewal...November 25th..1932..to.....December 25th..1932.....

Flynn, The Painter

..January 13,..19 33, Signature.....
By Edmund J. Greeney 1841

Approved..January 13,..1933, W. Warren McDonald
Inspector of Buildings.

\*\*\*

Application for renewal December 25th..1932....to.....January 25th..1933.....

Flynn, The Painter

..January 13,..1933, Signature.....
By Edmund J. Greeney 91841

Approved..Jan. 13,..19 33, W. Warren McDonald
Inspector of Buildings.

\*\*\*

Application for renewal..January 25, 1933.....to.....February 25, 1933.....

Flynn, The Painter

..January 24, 19 33, Signature..By J. Greeney 92201

Approved..1/24/33..19..W. Warren McDonald
Inspector of Buildings.

Note to owner of sign: Preserve this certificate. If it is desired to maintain sign for a period longer than that allowed above, present this certificate at the Department of Building Inspection before the allowed period has elapsed, and permission for an additional period will be approved hereon, if sign is in good condition.

19' X 3' Old cloth on frame

388  
Congress. 18.

PERMIT ISSUED

Temporary Permit No. 3 JUN 18 1932

CITY OF PORTLAND, MAINE

APPLICATION FOR PERMISSION TO ERECT AND MAINTAIN TEMPORARY SIGNS WITHIN FIRE DISTRICT NO. 1.

The undersigned applies for permission to erect and maintain the following described temporary sign within Fire District No. 1, in accordance with the Building Code of the City of Portland and the following specifications:

Location... 388 Congress Street... Ward... g...
Owner of building to which sign is to be attached... Rosenberg Bros. 85 Exchange St.
Name and address of owner of sign... Manufacturer's Outlet, 388 Congress St.
Sign contractor's name and address... Flynn, The Painter, 245 Middle
Overall dimensions of sign... 3' x 19'... Material of face... Oilcloth of frame... wood
In what story erected... 1st... Will sign cover any part of window or door opening... Transom window

Signature... Flynn, The Painter,
By... [Signature]
Approved... [Signature] E. J. Greeney
Inspector of Buildings.

Date on which permission to maintain this sign expires... August 15, 1932

\*\*\*

Application for renewal... August 15, 1932... to... September 15, 1932

Flynn, The Painter
August 15... 1932, Signature... E. J. Greeney
Approved... 8/15/32... Warren McDonald
Inspector of Buildings.

\*\*\*

Application for renewal... September 21, 1932... to... October 21, 1932

September 21... 1932, Signature... E. J. Greeney
Approved... 9/21/32... Warren McDonald
Inspector of Buildings.

\*\*\*

Application for renewal... October 25, 1932... to... November 25, 1932

October 25... 1932, Signature... E. J. Greeney
Approved... 10/25/32... Warren McDonald
Inspector of Buildings.

Note to owner of sign: Preserve this certificate. If it is desired to maintain sign for a period longer than that allowed above, present this certificate at the Department of Building Inspection before the allowed period has elapsed, and permission for an additional period will be approved hereon, if sign is in good condition.

7647C

Card 3 T. J. No 32/3  
Nov 25

388 Congress St  
Manufacturers Outlet  
6/16/32

Renewal Exp. 9/15/32  
Renewal Exp. 10/21/32  
" " 11/25/32  
" " 12/25/32  
" " 1/25/33

Expiration letter sent to  
Contractor 1/19/33

Renewal Exp. 2/25/33  
Expiration letter sent to  
Flynn, the Painter 2/21/33

Renewal Exp. 3/25/33  
Expiration letter sent to  
Flynn, the Painter 3/18/33

Renewal Exp. 4/25/33  
Expiration letter sent  
4/20/33 to Flynn

Renewal Exp. 5/25/33  
Expiration letter sent to  
contractor 5/22/33

Renewal Exp. 5/25/33  
End of period 6/25/33  
Expiration letter sent to  
Contractor 6/20/33

Renewal 6/25/33

Renewal Exp. 7/25/33  
Letter sent 7/18/33 to contractor, H.K.  
Renewal 7/25/33

Renewal Exp. 8/25/33  
Letter sent 8/18/33 to contractor, H.K.

Date of renewal 8/25/33  
End of initial period 9/25/33

9/21/33 - Expiration letter sent  
to contractor, H.K.  
Exp. 10/25/33

10/24/33 - Expiration letter  
sent to contractor, H.K.  
Exp. 11/25/33

11/17/33 - Expiration letter  
sent to contractor

12/9/33 - Sign taken down  
A.J.S.

RECEIVED  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
WASHINGTON, D. C.  
NOV 25 1932  
COMMUNICATIONS SECTION

880  
12/30/32  
Flynn checked



# APPLICATION FOR PERMIT

2592

Permit No. \_\_\_\_\_

Building or Type of Structure: Second Class Nov

Portland, Maine, November 10, 1930

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location 302 Congress Street Ward 3 Within Fire Limits? Yes Dist. No. 1  
 Owner's or Lessee's name and address Rosenberg Bros. Inc. et al 85 Exchange St Telephone \_\_\_\_\_  
 Contractor's name and address E. Krood, 106 Congress St. Telephone P 1674  
 Architect's name and address \_\_\_\_\_  
 Proposed use of building stores and offices No. families \_\_\_\_\_  
 Other buildings on same lot \_\_\_\_\_  
 Plans filed as part of this application? no No. of sheets \_\_\_\_\_  
 Estimated cost \$ 25. Fee \$ .25

### Description of Present Building to be Altered

Material brick No. stories 3 1/2 Heat \_\_\_\_\_ Style of roof \_\_\_\_\_ Roofing \_\_\_\_\_  
 Last use stores and offices No. families \_\_\_\_\_

### General Description of New Work

To remove three non-bearing partitions on first floor to enlarge store (one 15'5" and one 25' long)

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately by and in the name of the heating contractor.

### Details of New Work

Size, front \_\_\_\_\_ depth \_\_\_\_\_ No. stories \_\_\_\_\_ Height average grade to top of plate \_\_\_\_\_  
 Height average grade to highest point of roof \_\_\_\_\_  
 To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_  
 Material of foundation \_\_\_\_\_ Thickness, top \_\_\_\_\_ bottom \_\_\_\_\_  
 Material of underpinning \_\_\_\_\_ Height \_\_\_\_\_ Thickness \_\_\_\_\_  
 Kind of roof \_\_\_\_\_ Rise per foot \_\_\_\_\_ Roof covering \_\_\_\_\_  
 No. of chimneys \_\_\_\_\_ Material of chimneys \_\_\_\_\_ of lining \_\_\_\_\_  
 Kind of heat \_\_\_\_\_ Type of fuel \_\_\_\_\_ Is gas fitting involved? \_\_\_\_\_  
 Corner posts \_\_\_\_\_ Sills \_\_\_\_\_ Girt or ledger board? \_\_\_\_\_ Size \_\_\_\_\_  
 Material columns under girders \_\_\_\_\_ Size \_\_\_\_\_ Max. on center \_\_\_\_\_  
 Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.  
 Joists and rafters: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
 On centers: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
 Maximum span: 1st floor \_\_\_\_\_, 2nd \_\_\_\_\_, 3rd \_\_\_\_\_, roof \_\_\_\_\_  
 If one story building with masonry walls, thickness of walls? \_\_\_\_\_ height? \_\_\_\_\_

### If a Garage

No. cars now accommodated on same lot \_\_\_\_\_ to be accommodated \_\_\_\_\_  
 Total number commercial cars to be accommodated \_\_\_\_\_  
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? \_\_\_\_\_

### Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no  
 Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? yes  
 Signature of owner Rosenberg Bros. Inc.

INSPECTION COPY

Signature of owner E. Krood

3647A



Ward 3 Permit No. 305592

Location 388 Congress St.

Owner Bremen Bay Bar

Date of permit 11/10/30

Notif. closing-in

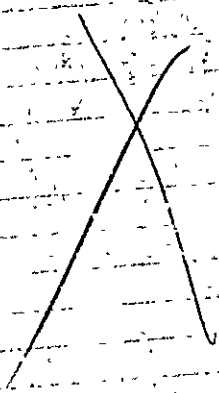
Inspn. closing-in

Final Notif.

Final Inspn.

Cert. of Occupancy issued

NOTES



CITY OF PORTLAND, MAINE  
DEPARTMENT OF BUILDING INSPECTION

Record of Inquiry

Verbal-in-person

By telephone

Date 6/20/30

Location

388 Congress St  
Press Herald + Slavis Bldgs (Gray's Business College)

Made by

Mr. Wardwell of Press Herald

Inquiry-1

1. If permission can be obtained to cut doorway thru from one building to  
2. the other for one of tenants. The publishing  
company is not greatly desirous of doing  
3. this, but are anxious to please tenant

Answer-1

1. if it can be done legally and without  
increasing their insurance rate.

2. Answer: That I thought opening could  
be made if fire doors were put on each  
3. side of opening, but that I would have

Mr. Mc Donald call Mr. Wardwell and  
tell him just what can be done

Reply by

A. J. S.

MS  
Mr 6/20/30



CENTRAL BUSINESS ZONE

# APPLICATION FOR PERMIT

PERMIT No. 6954  
MAY 20 1930  
ISSUED

Class of Building or Type of Structure Second Class

Portland, Maine, May 19, 1930

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter install the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications; if any, submitted herewith and the following specifications:

Location 390 Congress Street Ward 5 Within Fire Limits? Yes Dist. No. 1

Owner's or Lessee's name and address Portland Morris Plan Bank Telephone \_\_\_\_\_

Contractor's name and address F. W. Cunningham & Sons, 181 State St. Telephone 5280

Architect's name and address \_\_\_\_\_

Proposed use of building Offices No. families \_\_\_\_\_

Other buildings on same lot \_\_\_\_\_

### Description of Present Building to be Altered

Material brick No. stories 5 Heat \_\_\_\_\_ Style of roof \_\_\_\_\_ Roofing \_\_\_\_\_

Last use Offices No. families \_\_\_\_\_

### General Description of New Work

To relocate front entrance from one side of room to the other, no structural change, entrance to be recessed 6", door to swing outward

To partition off one new room 4' x 9' in existing large room (glazed partition)

To partition off closet as shown on plan

### Details of New Work

Size, front \_\_\_\_\_ depth \_\_\_\_\_ No. stories \_\_\_\_\_ Height average grade to highest point of roof \_\_\_\_\_

To be erected on solid or filled land? \_\_\_\_\_ earth or rock? \_\_\_\_\_

Material of foundation \_\_\_\_\_ Thickness, top \_\_\_\_\_ bottom \_\_\_\_\_

Material of underpinning \_\_\_\_\_ Height \_\_\_\_\_ Thickness \_\_\_\_\_

Kind of roof \_\_\_\_\_ Roof covering \_\_\_\_\_

No. of chimneys \_\_\_\_\_ Material of chimneys \_\_\_\_\_ of lining \_\_\_\_\_

Kind of heat \_\_\_\_\_ Type of fuel \_\_\_\_\_ Distance, heater to chimney \_\_\_\_\_

If oil burner, name and model \_\_\_\_\_

Capacity and location of oil tanks \_\_\_\_\_

Is gas fitting involved? \_\_\_\_\_ Size of service \_\_\_\_\_

Corner posts \_\_\_\_\_ Sills \_\_\_\_\_ Girt or ledger board? \_\_\_\_\_ Size \_\_\_\_\_

Material columns under girders \_\_\_\_\_ Size \_\_\_\_\_ Max. on centers \_\_\_\_\_

Studs (outside walls and carrying partitions): 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.

Joists and rafters: 1st floor \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_ roof \_\_\_\_\_

Or centers: 1st floor \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_ roof \_\_\_\_\_

Maximum span: 1st floor \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_ roof \_\_\_\_\_

If one story building with masonry walls, thickness of walls? \_\_\_\_\_ height? \_\_\_\_\_

### If a Garage

No. cars now accommodated on same lot \_\_\_\_\_, to be accommodated \_\_\_\_\_

Total number commercial cars to be accommodated \_\_\_\_\_

Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? \_\_\_\_\_

### Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no

Plans filed as part of this application? yes No. sheets 1

Estimated cost \$ 5999.1000. Fee \$ 3.75 1.00

Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? Yes

Portland Morris Plan Bank

F. W. Cunningham & Sons

Signature of owner \_\_\_\_\_

INSPECTION COPY

686 A

No. 30/954

Congress St.

Bank  
Holland Marine Club

Date of permit 5/20/30

Notif. closing-in 5/22/30 - 2:05 P.M.

Inspn. closing-in 5/23/30 - G.J.

Final Notif.

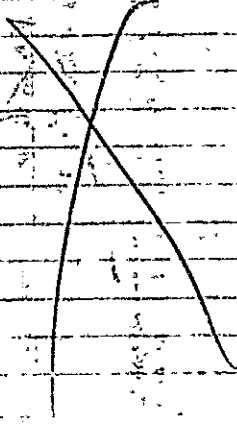
Final Inspn.

Cert. of Occupancy issued

NOTES

5/23/30 - Permission  
given engineer to  
close in his per-  
titions - A.J.P.

7/7/30 - Work about  
completed - A.J.P.





Location, Ownership and detail must be correct, complete and legible.  
 Separate application required for every building.  
 Plans must be filed with this application.

## Application for Permit for Alterations, etc.

To the

Portland, Me., February 15, 1924

### INSPECTOR OF BUILDINGS:

The undersigned applies for a permit to alter the following described building:—

Location ..... 398 Congress Street ..... Ward ..... 3 ..... in fire-limits? yes  
 Name of Owner or Lessee, Rosenberg Bros ..... Address 85 Exchange Street  
 " " Contractor, Geo Marland ..... " Everett Street  
 " " Architect, ..... " .....  
 Material of Building is brick ..... Style of Roof, pitch ..... Material of Roofing, slate .....  
 Size of Building is ..... 100 feet long; ..... 42 ft ..... feet wide. No. of Stories, 3 1/2 .....  
 Cellar Wall is constructed of stone is ..... inches wide on bottom and batters to ..... inches on top.  
 Underpinning is brick ..... is ..... inches thick; is ..... feet in height.  
 Height of Building 48 ft ..... Wall, if Brick; 1st, ..... 2d, ..... 3d, ..... 4th, ..... 5th; .....  
 What was Building last used for? bank ..... No. of Families? .....  
 What will Building now be used for? bank & storage of films .....

Description of Present Bldg. HINT REPORT

PERMIT MUST BE OBTAINED BEFORE BEGINNING WORK

### Detail of Proposed Work

Build cement vault in basement and on first floor .....  
all to comply with the building ordinance .....  
 .....  
 .....  
 ..... Estimated Cost \$ 500 .....

### If Extended On Any Side

Size of Extension, No. of feet long? .....; No. of feet wide? .....; No. of feet high above sidewalk? .....  
 No. of Stories high? .....; Style of Roof? .....; Material of Roofing? .....  
 Of what material will the Extension be built? ..... Foundation? .....  
 If of Brick, what will be the thickness of External Walls? ..... inches; and Party Walls ..... inches.  
 How will the extension be occupied? ..... How connected with Main Building? .....

### When Moved, Raised or Built Upon

No. of Stories in height when Moved, Raised, or Built upon? ..... Proposed Foundations .....  
 No. of feet high from level of ground to highest part of Roof to be? .....  
 How many feet will the External Walls be increased in height? ..... Party Walls .....  
 .....  
 .....

### If Any Portion of the External or Party Walls Are Removed

Will an opening be made in the Party or External Walls? ..... Story.  
 Size of the opening? ..... How protected? .....  
 How will the remaining portion of the wall be supported? .....

Signature of Owner or Authorized Representative

Address

*Rosenberg Bros*  
85 Exchange St