

Permit No. 12/100
619-623 Congress Street
Location 525-627 Congress Street
Part 1.2 Public Library
Owner Paul C. Lipt
Date of permit 1/27/13
Notif. closing-in
Inspn. closing-in
Final Notif.
Final Inspn.
Cert. of Occupancy issued

NOTES

Public Library — July 17, 1930.

Sec. 193

Not 2 means of egress from assembly hall
or balcony

Cap. main floor 230 — 230
balcony 136 — 14 = 125

$3\frac{1}{2} \times 3 = .016$ total stair width.

Exit signs letters not less than $\frac{1}{4}$ inches high.

Sect. 196 - Anti-fratric hardware on
front entrance door?

Sect. 197 - Low slip tread on all stairs.
Handrails on both sides.

~~More than three in stairs to assembly
hall?~~

✓ Sect. 201 - Provide self-closing fire door
to boiler room.

Sect 202 - Fire ext. should be provided
one in boiler room and one to every
2000 square ft. of each floor elsewhere

~~Sect. 206 - Should there not be more
toilet facilities in Bldg?~~

✓ Sect 209 - Toilet rooms to have waterproof floors
and base.

✓ Fireproof steel beam in place of
anch or a facement also under south
Vents for toilets and floor.

✓ 2 x 8 - 14' span - 16" @ 2' gird in 2 x 436 = 872
14 x 1.33 x 175 = 2141

I have the following suggestions to make to which you are not bound by law.

Butler Library

6x8 under wing - on 7th - good for

of men - 6 x 91 - 568

51-110 88291 2-73-6

Good one - 14x7x11 - 11270

Fixed " - 14x7x6 - 6370

OK. if fixed seats - 1. P. N. F.

2x8 - 16" oc. - 13' apart - good for 1010.
OK . 3x1.22 x 60 = 1037.

What supports pots under extension of
balcony?

~~What is it?~~ ~~Has to be~~ ~~lending to~~ ~~and~~
floor?

Take these matters
over with J. H. & discuss
today and see if we can
intention and let me
know properly
W. J. 8/18/30

I have the following suggestions to make

92143A-I

July 24, 1930

Messrs. John Calvin & John Howard Stevens
477 Congress Street
Portland, Maine

Gentlemen:

Referring to alterations in the Portland Public Library Building, we have today issued to Goggins and Clark, contractors, the permit covering the work.

With reference to your letter of July 24th upon this subject, we have the following comments:

It would be well to file in this office the details of fireproofing of the steel beam over the corridor in the basement before this part of the work is started as we have some leeway under the law as far as fireproofing steel in connection with alterations is concerned. It may be possible that something other than the usual thickness of poured concrete may be more practicable and just as satisfactory to this office. If we hear nothing from you in this particular, we shall assume that you propose to follow the usual Ordinance requirements.

We have had some confusion over the distinction between a self-closing and an automatic fire door. The type of fire door required in the boiler room is a self-closing one, - that is a door normally closed and kept closed by means of a check, weight, spring, or other suitable device.

The vents in the toilet rooms on the second floor are each required to be at least fifty-six square inches in cross section, and to extend through the roof.

From Paragraph 35 of your letter and our telephone conversation, I assume that you propose to provide an emergency exit from the assembly hall by cutting a doorway at least three feet in width through the wall between the assembly hall and the staff room about midway between the front and the rear of the assembly hall, the door to swing towards the staff room, and to extend the fire escape shown on the plans leading from the staff room to the roof over the librarian's room to the ground with a width of at least three feet. Anti-panic hardware should be provided on the door leading from the assembly room to the staff room, and upon the door leading from the staff room to the fire escape. Exit lights should be provided over both of these doors with the word "EXIT" showing in letters no less than two and one-half inches high. Anti-panic hardware is also required on at least one of the double doors at the main entrance to the building, and upon at least one of the double vestibule doors unless these latter doors are to be made double acting without locks.

The marble treads proposed in the first story stairs are considered non-slip, but the oak treads intended above cannot be so considered. If oak treads are to be used, satisfactory non-slip surfaces will be required.

I have the following suggestions to make to which you are not bound by law, -

42412A-I

July 24, 1930

Messrs. John Calvin & John Howard Stevens-2

1. That a suitable exit sign be provided in the first story of the circulation room indicating the rear stairs from the stair room to the basement as an emergency means of escape.

2. That suitable fire extinguishers be provided and fastened in places readily accessible as follows: one in the heater room, and one to each one thousand square feet of floor area in the basement, first floor, and second floor.

It is understood that the larger toilet room on the second floor is intended for women, and the toilet room next to the heater room intended for men. These toilet rooms should be appropriately marked.

Very truly yours,

Inspector of Buildings.

RM/HC

CC-Messrs. Coogins & Clark-46 Portland Street ✓

711 Chapman Building
47 Congress Street

John Calvin Stevens, EALA
John Howard Stevens, AIA
Architects

Portland, Maine.

July 24, 1930.

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

Dear sir: Regarding Portland Public Library.

Answering your questions:

1. Steel beam over corridor in basement will be fireproofed.
2. Door from boiler room to corridor will be a self closing fire door.
3. There will be a proper vent from toilet rooms in second floor.
4. The floor of these toilets will have a waterproof sanitary cove and base. The floor itself is an asphalt floor.
5. There will be a door cut through from between room to staff room if required to give direct access to fire escape at rear of staff room.
6. You raised a question regarding non-slip treads on the stairs. The new stairs from street to ground floor and from street to first floor are to be of Travertine marble, the same as the treads of main staircase in the Chapman Bank, and we understand that was considered to be a non-slip tread.

The stairs from first to second floor were designed to be oak treads and if this is not considered non-slip, we will take such measures as may be necessary to comply with the requirements of the building ordinances.

JHS:JMC
Copy to
Mr. Brown.

Sincerely yours,

John Howard Stevens



APPLICATION FOR PERMIT
Class of Building or Type of Structure Second Class

Portland, Maine, July 15, 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 621 Congress Street Ward 5 Within Fire Limits? yes Dist. No. 1
Owner's or lessor's name and address Portland Public Library Telephone _____
Contractor's name and address Googins & Clark, 66 Portland, Maine Telephone 841-W
Architect's name and address _____
Proposed use of building Library No. families _____
Other buildings on same lot _____

Description of Present Building to be Altered

Material brick No. stories 2 1/2 Heat _____ Style of roof _____ Roofing _____
Last use Library No. families _____

General Description of New Work

To make alterations to stairways and second floor of building as per plan submitted

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 _____
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
Plans filed as part of this application? yes No. sheets 8
Estimated cost \$10,000. Fee \$ 7.50
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 Public Library
Googins & Clark

Signature of owner Ry

APPLICANT'S COPY

Inspector

2444A

Ward 5 Permit No. 30/523

Location 121 Congress St.

Owner Portland Public Library

Date of permit 7/24/30

Notif. closing-in 8/19/30 - 12:50 P.M.

Inspn. closing-in 8/20/30

Final Notif.

Final Inspn. 2/18/31

Cert. of Occupancy issued None

NOTES

8/19/30 - J. J. Foreman
to go to work on
upstairs

8/20/30 - J. J. Foreman
to go to work on
upstairs

9/17/30 - General
to go to work on
upstairs

2/17/31 - Talked with John
Henry Stevens in regard
to closet under main
entrance stairs. He
said that it was not
to be used for this

space at all, but that
balcony in door is to
be hung up. I am
more for effect than
anything. I sug-
gested that if I
desired to have the
effect of a door
instead of door hang-
ing or hinges, it should
be covered in place
so that there would
be no means of access
to space under
door. Mr. Stevens
said that he would
make some such ar-
rangement to make
sure that space is
not used. A. J. P.
2/18/31 - I went over
job with Mr. McDonald.
I see escape from top
floor is only 20" wide,
the minimum width
in places. Therefore
escape was created
before we ever had
any plans or showed
anything about
it. 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.

READ!
Get All Questions Settled
Before Commencing Work.
To the Failure To Do So

December 4/25
Portland, Me.,

INSPECTOR OF BUILDINGS:

The undersigned applies for a permit to alter the following described building:—
Location 619-623 Congress Street Ward 5 in fire-limits? yes
Name of Owner or Lessee, City of Portland Address 46 Portland St
Contractor, Grogins & Clark
Architect,
Material of Building is brick Style of Roof, flat Material of Roofing, slate
Size of Building is feet long; feet wide. No. of Stories,
Cellar Wall is constructed of inches wide on bottom and batters to inches on top.
Underpinning is inches thick; is feet in height.
Height of Building Wal, if Brick; 1st, 2d, 3d, 4th, 5th,
What was Building last used for? library No. of Families?
What will Building now be used for? library

Detail of Proposed Work

Cut in eight windows in brick wall, cut interior doors
all to comply with the building ordinance

Estimated Cost \$800.

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? in Story.
Size of the opening? How protected?
How will the remaining portion of the wall be supported?

Signature of Owner or Authorized Representative City of Portland
Address By F. T. Grogins

PERMIT MUST BE OBTAINED BEFORE BEGINNING WORK



GENERAL BUREAU OF BUILDINGS

APPLICATION FOR PERMIT

Class of Building or Type of Structure Second Class

Portland, Maine, June 1, 1929

Permit No. 4391

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 521 Congress Street

Ward 5

Within Fire Limits? Yes

Dist. No. 1

Owner's or lessor's name and address City of Portland - Portland Public Library Telephone 2 041-4

Contractor's name and address Googins & Clark, 46 Portland St.,

Architect's name and address J. C. & J. H. Starans, Chapman Bldg.

Proposed use of building Public Library

Other buildings on same lot

No families

Description of Present Building to be Altered

Material Brick No. stories 2 Heat

Style of roof

Roofing

Last use

Public Library

No. families

General Description of New Work

To make alterations to building as per plans submitted

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

Cut 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

Plans filed as part of this application? yes

No. sheets 1 set

Estimated cost \$ 20,000.

Fee \$ 15.00

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

INSPECTION COPY

Signature of owner

City of Portland - Portland Public Library

J. T. Googins

4391

Permit No. P 29/1007 ^{MD}
 Location 621 Congress St
 Owner City of Portland
 Date of permit 6/5/29
 Notif. closing-in _____
 Inspn. closing-in _____
 Final Notif. _____
 Final Inspn. _____
 Cert. of Occupancy issued _____

NOTES

7/17/29 - Work on road
 excepting
 complete. Culture
 range of signs thru
 west side interior

8/1/29 - Walls & foundation
 work done. Large
 area opening into
 addition at rear of building
 W. A. G. V.

8/16/29 - Nothing more
 done on addition.
 Work on sign & work
 on interior shelves etc.

9/18/29 - Nothing
 more done.

10/20/29 - Work on
 building completed.
 A. W.

612-623 CONGRESS STREET

2





CITY OF PORTLAND

JOSEPH E. GRAY JR.
DIRECTOR OF PLANNING
AND URBAN DEVELOPMENT

December 22, 1982

Fireshield Sprinkler System
P. O. Box 2267
Scarboro, Maine 04074

Dear Sir:

Your application for a building permit to install a sprinkler system to serve basement and stairwell as per plans at 62 Congress Street, Portland, Maine, is being issued herewith subject to the following building and fire code requirements.

1. All requirements of NFPA #13 shall be met.
2. A flow switch shall be provided and connected to the fire alarm system.

If you have any questions on these requirements, please call this office.

Sincerely,

P. SAMUEL HOPPES
CHIEF OF INSPECTION SERVICES

PSH/mlb

APPLICATION FOR PERMIT

PERMIT ISSUED

B.O.C.A. USE GROUP

B.O.C.A. TYPE OF CONSTRUCTION

01146

DEC 23 1982

ZONING LOCATION PORTLAND, MAINE Dec. 16, 1982

CITY of PORTLAND

To the CHIEF OF BUILDING & INSPECTION SERVICES, PORTLAND, MAINE

The undersigned hereby applies for a permit to erect, alter, repair, demolish, move or install the following building, structure, equipment or change use in accordance with the Laws of the State of Maine, the Portland B.O.C.A. Building Code and Zoning Ordinance of the City of Portland with plans and specifications, if any, submitted herewith and the following specifications:

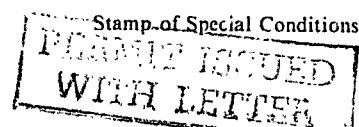
LOCATION 621 Congress Street Fire District #1 ☐, #2 ☐
1. Owner's name and address Portland School of Art - High Street Telephone
2. Lessee's name and address Telephone
3. Contractor's name and address Fireshield Sprinkler System - P.O. Box 2267 Telephone 883-3261
..... Scarborough 04074 No. of sheets
Proposed use of building class room of art students - basement & stairwells No. families
Last use & Stairwells No. families
Material No. stories Heat Style of roof Roofing
Other buildings on same lot
Estimated contractual cost \$ 13,200

FIELD INSPECTOR—Mr.
@ 775-5451

Appeal Fees \$
Base Fee 60.00
Late Fee
TOTAL \$ 60.00

To install sprinkler system to serve basement and stairwells as per plans. 1 sheet of plans

send permit to # 3 04074



NOTE TO APPLICANT: Separate permits are required by the installers and subcontractors of heating, plumbing, electrical and mechanicals.

DETAILS OF NEW WORK

Is any plumbing involved in this work? Is any electrical work involved in this work?
Is connection to be made to public sewer? If not, what is proposed for sewage?
Has septic tank notice been sent? Form notice sent?
Height average grade to top of plate Height average grade to highest point of roof
Size, front depth No. stories solid or filled land? earth or rock?
Material of foundation Thickness, top bottom cellar
Kind of roof Rise per foot Roof covering
No. of chimneys Material of chimneys of lining Kind of heat fuel
Framing Lumber—Kind Dressed or full size? Corner posts Sills
Size Girder Columns under girders Size Max. on centers
Studs (outside walls and carrying partitions) 2x4-16" O. C. Bridging in every floor and flat roof span over 8 feet.
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 number commercial cars to be accommodated
Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building?

APPROVALS BY:

DATE

MISCELLANEOUS

BUILDING INSPECTION—PLAN EXAMINER

Will work require disturbing of any tree on a public street?

ZONING:

BUILDING CODE:

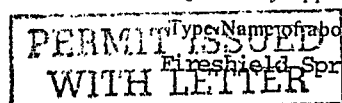
Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed?

Fire Dept.:

Health Dept.:

Others:

Signature of Applicant Richard Lovell Phone # same



Type Name of above Richard Lovell, for 1 ☐ 2 ☐ 3 ☒ 4 ☐

Fireshield Sprinkler Systems Other
and Address

FIELD INSPECTOR'S COPY

APPLICANT'S COPY

OFFICE FILE COPY

4 M. J. J. J.

Permit No. 82/446
 Location 621 Congress St.
 Owner Portland School of Art
 Date of permit 12-16-82
 Approved 12-23-82
 Dwelling _____
 Garage _____
 Alteration Sprinkler system

Meter - 161 - Park St - 204

NOTES

12/29/82
 17 minutes to get in;
 still have to call for
 apartment at 2nd entry.
 1-11-83
 full crew working today
 estimate you permit 1/10
 at 10:00 am

completed

912378

Permit # _____ City of Portland BUILDING PERMIT APPLICATION Fee 29.40 Zone _____ Map # _____ Lett _____
Please fill out any part which applies to job. Proper plans must accompany form.

Project: Portland School/Art Phone # 775-3052
Address: 97 Spring St; Ptld, ME 04101 Attn: Joan
LOCATION OF CONSTRUCTION 619 Congress St. Fowler Smith
Contractor: Sign Systems/ME Sub: _____
Address: _____ Phone # _____
Est. Construction Cost: _____ Proposed Use: schl bldg w sign
_____ Permitted Use: schl bldg
of Existing Res. Units _____ # of New Res. Units _____
Building Dimensions L _____ W _____ Total Sq. Ft. _____
Stories: _____ # Bedrooms _____ Lot Size: _____
Is Proposed Use: Seasonal _____ Condominium _____ Conversion _____
Explain Conversion Erect sign - 72inx 44in (22 sq ft)

For Official Use Only	
Date <u>1/7/91</u>	Subdivision: <u>PERMIT 11-1-91</u>
Inside Fire Limit _____	Name _____
Bldg Code _____	Lot _____
Time Limit _____	Ownership: _____
Estimated Cost _____	City of Portland
Zoning: <u>B-3 Zone</u>	
Street Frontage Provided: _____	
Provided Setbacks: Front _____ Back _____ Side _____	
Review Required:	
Zoning Board Approval: Yes _____ No _____ Date: _____	
Planning Board Approval: Yes _____ No _____ Date: _____	
Conditional Use: _____ Variance _____ Site Plan _____ Subdivision _____	
Shoreland Zoning Yes _____ No _____ Floodplain Yes _____ No _____	
Special Exception _____	
Other (Explain): <u>OK</u>	

Foundations:
1. Type of Soil: _____
2. Set Backs - Front _____ Rear _____ Side(s) _____
3. Footings Size: _____
4. Foundation Size: _____
5. Other _____

Floor:
1. Sills Size: _____ Sills must be anchored.
2. Girder Size: _____
3. Lally Column Spacing: _____ Size: _____
4. Joists Size: _____ Spacing 16" O.C.
5. Bridging Type: _____ Size: _____
6. Floor Sheathing Type: _____ Size: _____
7. Other Material: _____

Exterior Walls:
1. Studding Size _____ Spacing _____
2. No. windows _____
3. No. Doors _____
4. Header Sizes _____ Span(s) _____
5. Bracing: Yes _____ No _____
6. Corner Posts Size _____
7. Insulation Type _____ Size _____
8. Sheathing Type _____ Size _____
9. Siding Type _____ Weather Exposure _____
10. Masonry Materials _____
11. Metal Materials _____

Interior Walls:
1. Studding Size _____ Spacing _____
2. Header Sizes _____ Span(s) _____
3. Wall Covering Type _____
4. Fire Wall if required _____
5. Other Materials _____

Ceiling:
1. Ceiling Joists Size: _____
2. Ceiling Strapping Size _____ Spacing _____
3. Type Ceilings: _____
4. Insulation Type _____ Size _____
5. Ceiling Height: _____

Roof:
1. Truss or Rafter Size _____ Span _____
2. Sheathing Type _____ Size _____
3. Roof Covering Type _____

Chimneys:
Type: _____ Number of Fire Places _____ Date: 1-7-91

Heating:
Type of Heat: _____

Electrical:
Service Entrance Size: _____ Smoke Detector Required Yes _____ No _____

Plumbing:
1. Approval of soil test if required Yes _____ No _____
2. No. of Tubs or Showers _____
3. No. of Flushes _____
4. No. of Lavatories _____
5. No. of Other Fixtures _____

Swimming Pools:
1. Type: _____
2. Pool Size: _____ x _____ Square Footage _____
3. Must conform to National Electrical Code and State Law.

Permit Received By Louise F Chase

Signature of Applicant Joan Fowler Smith Date 1-7-91

Signature of CEO Joan Fowler Smith Date _____

Inspection Dates _____

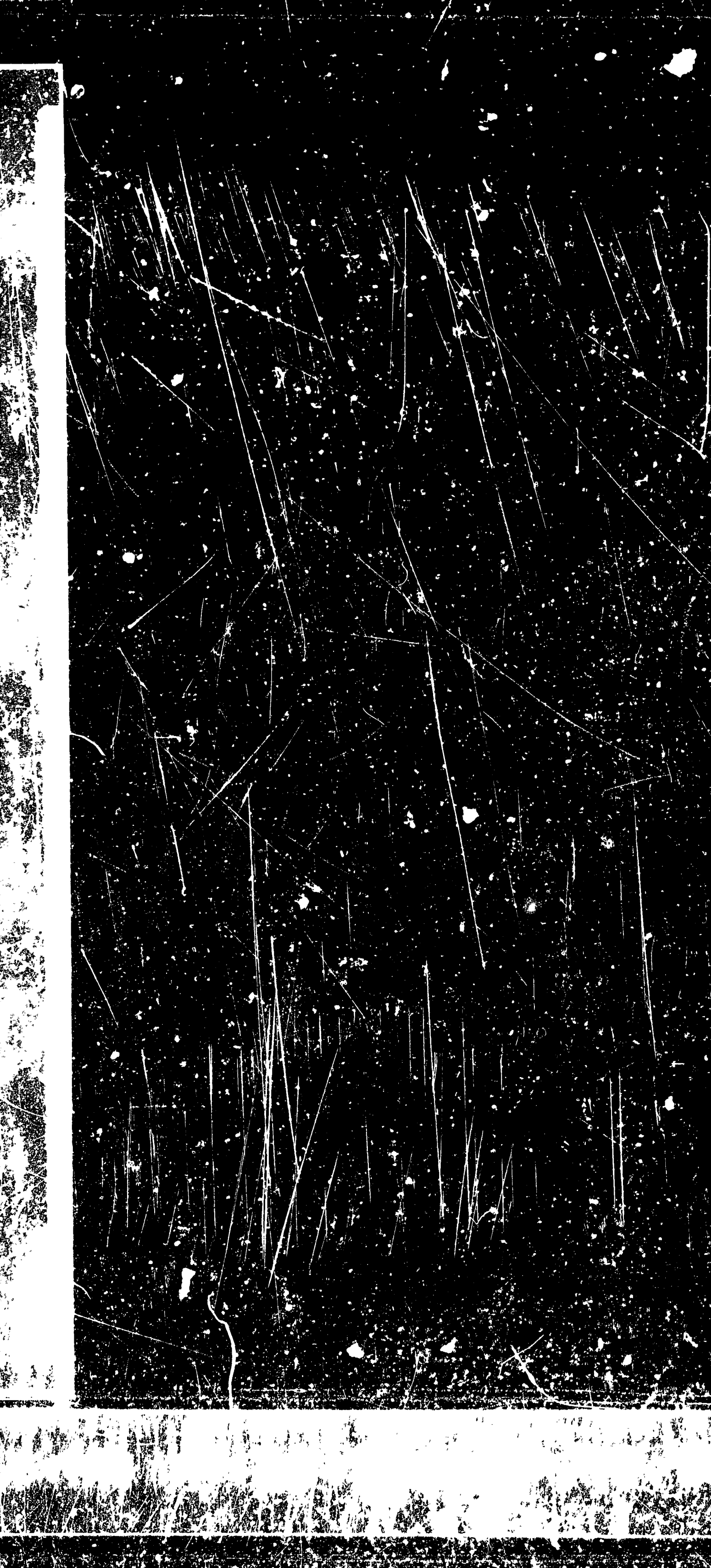
5 Mainland Way

White-Tax Assessor

Yellow-GPCOG

White Tag -CEO

© Copyright GPCOG 1988



Portland School of Art

97 Spring Street
Portland, Maine 04101
207.775 3052

Maine's
Independent
College
of
Art and Design

TO: City of Portland
Department of Planning and Urban Development

RE: Historic Preservation
Application for Certificate of Appropriateness

Description of Proposed Work:

It is the intent of Portland School of Art through this signage project to clearly explain to the public what services are provided in each of its buildings, and to give a sense of urban campus identity within the City of Portland. Being Maine's only independent school of art and design, it is important to present signage which is visually distinctive and characteristic of the mission of the college. With the interest being demonstrated by the community in strengthening the downtown district, it is especially important at this time that all cultural and educational institutions in the Congress Street area identify their facilities and services in a clear and effective manner.

Please see attached design drawings and specifications.

Roger Gilmore
President

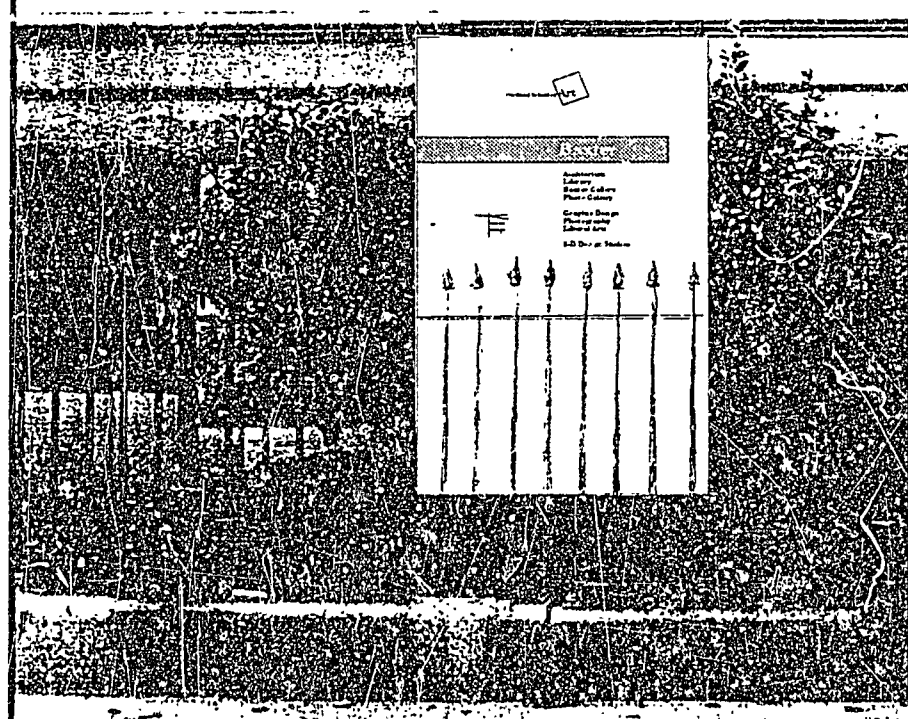
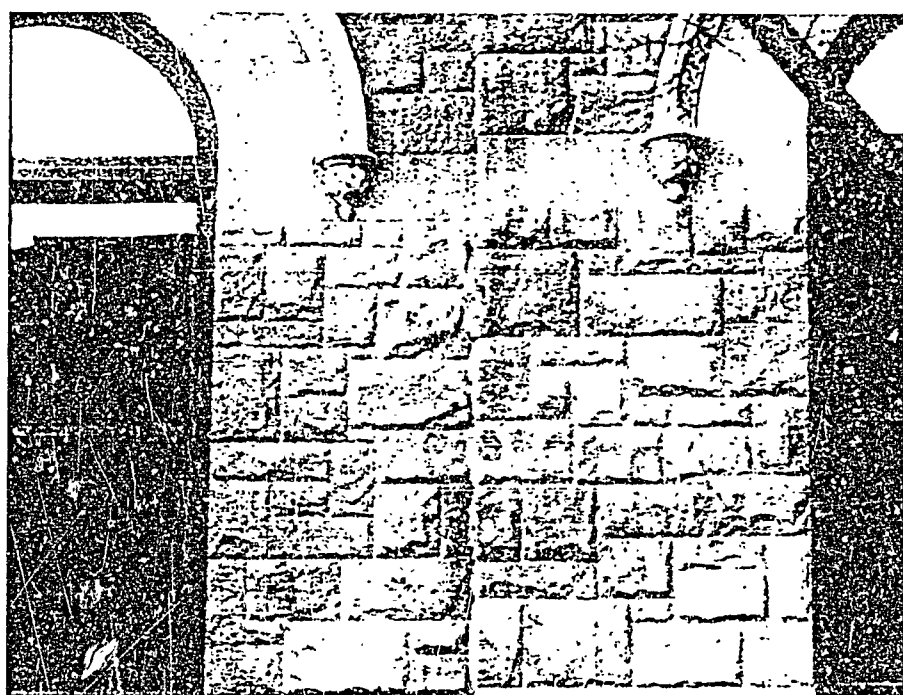
Board of Trustees

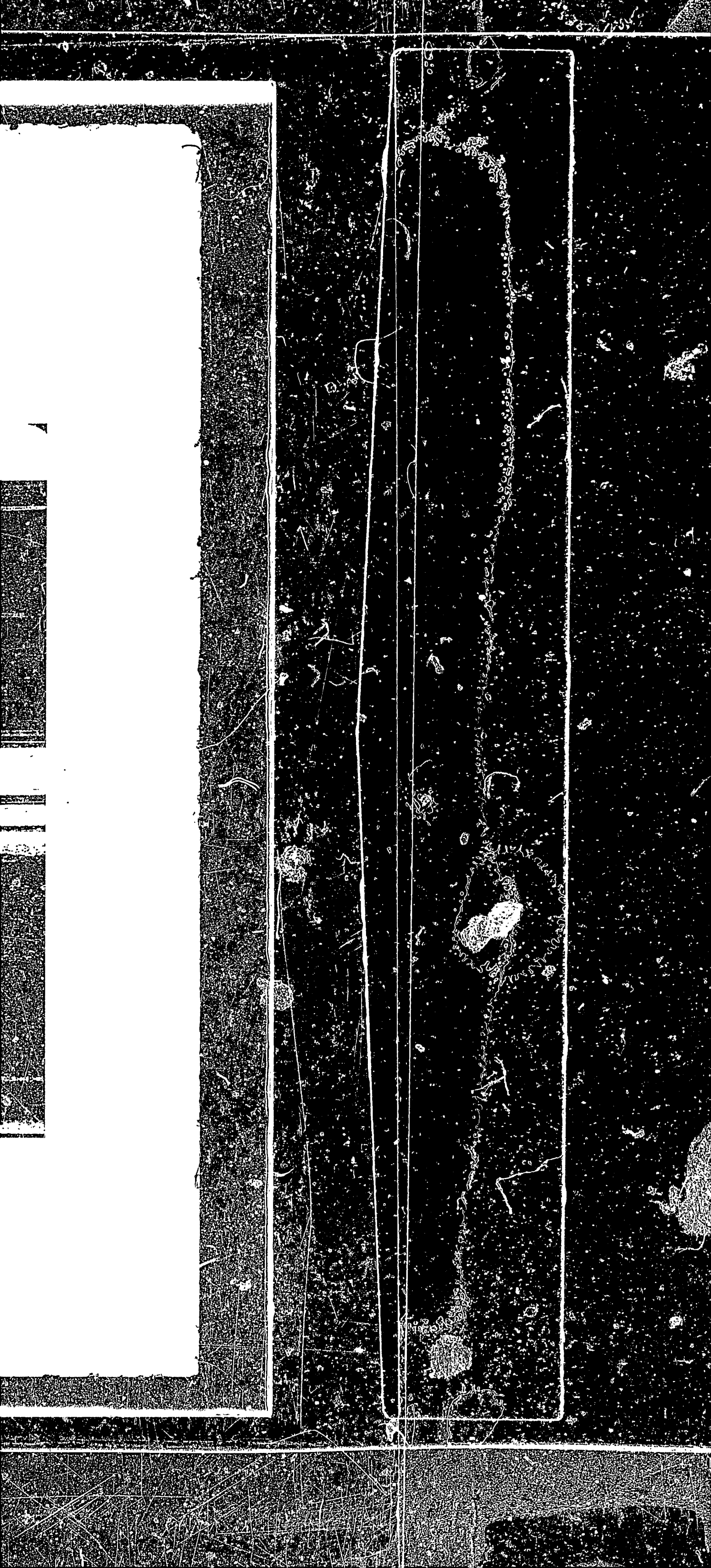
Marj D. Nelson
Chair
Richard K. Renner
Vice-Chair
Roger L. Corcoran
Secretary
Denise R. Taaffe
Treasurer

Max H. Andrews
Eleanor M. Baker
Lindsay Chase Burdett
Steven A. Braver
Ronald C. Coffin
Carole Cushman
Barbara J. Duff
Harold J. Friedman
Phyllis G. Givertz
Judy Ellis Glickman
Barbara Goldenfarb
Katherine Greenleaf
John W. Gulliver
Francis J. Guthrie
Judy Hamlin
Kenneth W. Lane
Sacha A. McGraw
Frank R. Noonan
Harold C. Pichnos
H. Martin Payson
David Pacific
David E. Robinson
Millie G. Gordon Robinson
Eric F. Saunders
Stephen P. Sammlack
Frederic L. Thompson
Bradford Woodworth

Advisory Partners

Rosalyn S. Bernstein
Lewis P. Cabot
Howard H. Dana, Jr.
James B. Goodbody
Brock D. Hornby
John W. Payson
L. Robert Porteous, Jr.
Peter L. Sheldon





912378

Permit # _____ City of Portland BUILDING PERMIT APPLICATION Fee 29.40 Zone _____ Map # _____ Lot # _____
 Please fill out any part which applies to job. Proper plans must accompany form.

Owner: Portland School/Art Phone # 775-3452
 Address: 97 Spruce St; Pld. #E 04101 Attn: Joan Fowler Smith
 LOCATION OF CONSTRUCTION 519 Congress St.
 Contractor: Sign Systems/IE Sub: _____
 Address: _____ Phone # _____
 Est. Construct. Cost: _____ Proposed Use: schl bldg w sign
 Past Use: schl bldg
 # of Existing Res. Units _____ # of New Res. Units _____
 Building Dimensions L _____ W _____ Total Sq Ft _____
 # Stories _____ # Bedrooms _____ Lot Size _____
 Is Proposed Use: Seasonal _____ Condominium _____ Conversion _____
 Explain Conversion: Erect sign - 72inx 44in (22 sq ft)

For Official Use Only PERMIT ISSUES
 Date: 1/7/91 Subdivision: _____ Name: _____
 Inside Fire Limits _____ Lot: MAR 6 1991
 Building Code _____ Ownership: _____ Public _____
 Time Limit _____
 Estimated Cost _____ City of Portland
 Zoning: B-2 Zone
 Street Frontage Provided: _____
 Provided Setbacks: Front _____ Back _____ Side _____ Side _____
 Review Required:
 Zoning Board Approval: Yes _____ No _____ Date: _____
 Planning Board Approval: Yes _____ No _____ Date: _____
 Conditional Use: _____ Variance _____ Site Plan _____ Subdivision _____
 Shoreland Zoning: Yes _____ No _____ Floodplain: Yes _____ No _____
 Special Exception _____
 Other: OK (Explain) _____

Foundation:
 1. Type of Soil: _____
 2. Set Backs - Front _____ Rear _____ Side(s) _____
 3. Footings Size: _____
 4. Foundation Size: _____
 5. Other: _____

Floor:
 1. Sills Size: _____ Sills must be anchored.
 2. Girder Size: _____
 3. Lally Column Spacing: _____ Size: _____
 4. Joist Size: _____ Spacing 16" O.C.
 5. Bridging Type: _____ Size: _____
 6. Floor Sheathing Type: _____ Size: _____
 7. Other Material: _____

Exterior Wall:
 1. Studding Size _____ Spacing _____
 2. No. windows _____
 3. No. Doors _____
 4. Header Sizes _____ Span(s) _____
 5. Bracing: Yes _____ No _____
 6. Corner Posts Size _____
 7. Insulation Type _____ Size _____
 8. Sheathing Type _____ Size _____
 9. Siding Type _____ Weather Exposure _____
 10. Masonry Materials _____
 11. Metal Materials _____

Interior Wall:
 1. Studding Size _____ Spacing _____
 2. Header Sizes _____ Span(s) _____
 3. Wall Covering Type _____
 4. Fire Wall if required _____
 5. Other Materials _____

Ceiling:
 1. Ceiling Joists Size _____
 2. Ceiling Strapping Size _____ Spacing _____
 3. Type Ceilings: _____
 4. Insulation Type _____ Size _____
 5. Ceiling Height: _____

Roof:
 1. Truss or Rafter Size _____
 2. Sheathing Type _____ Size _____
 3. Roof Covering Type _____

Chimneys:
 Type: _____ Number of Fire Places _____

Heating:
 Type of Heat: _____

Electrical:
 Service Entrance Size: _____ Smoke Detector Required: Yes _____ No _____

Plumbing:
 1. Approval of soil test if required: Yes _____ No _____
 2. No. of Toilets or Showers _____
 3. No. of Flushes _____
 4. No. of Lavatories _____
 5. No. of Other Fixtures _____

Swimming Pools:
 1. Type: _____
 2. Pool Size: _____ x _____ Square Footage _____
 3. Must conform to National Electrical Code and State Law.

Permit Received By: Louise E. Chase

Signature of Applicant: Joan Fowler Smith Date: 1-7-91

Signature of CEO: Joan Fowler Smith Date: _____

Inspection Dates: _____

[5] Marked Wing

White-Tax Assessor Yellow-GPCOG

White Tag-CEO

© Copyright, GPCOG 1988

PLOT PLAN



FEES (Breakdown From Front)
 Base Fee \$ 29.40
 Subdivision Fee \$ _____
 Site Plan Review Fee \$ _____
 Other Fees \$ _____
 (Explain) _____
 Late Fee \$ _____

Inspection Record	
Type	Date
<i>sign not installed yet</i>	<i>3 / 15 / 91</i>
<i>sign not installed yet</i>	<i>1 / 1</i>
<i>sign not installed yet</i>	<i>1 / 1</i>
<i>sign not installed yet</i>	<i>1 / 1</i>
<i>sign not installed yet</i>	<i>1 / 1</i>

COMMENTS

Signature of Applicant *Joan Fowler Smith* Date *1/2/91*



City of Portland
Department of Planning and Urban Development
Room 211 City Hall, 389 Congress Street
Portland, Maine 04101 207-874-8300

Form A.1.20

HISTORIC PRESERVATION CERTIFICATE OF APPROPRIATENESS

Pursuant to review under the City of Portland's Historic Preservation Ordinance (Chapter 14, Article IX of the Portland City Code), the following work on the specified property is hereby:

☒ granted a Certificate of Appropriateness, with conditions as indicated.
☐ denied a Certificate of Appropriateness.

Historic Resource Inventory Number: _____ Assessor's Chart/Block/Lot: _____

Property Address: 619 Congress Street

Applicant: (name) Joan Fowler Smith, Portland School of Art
(address) 97 Spring Street
Portland, ME 04101

Proposed Work (continue on back if necessary): Installation of 72" high x 44" wide
freestanding sign per application submitted 1-15-91.

Conditions of Approval (continue on back if necessary): None.

Reasons for Denial (continue on back if necessary): _____

All improvements shall be carried out as shown on the plans and specifications as submitted by the applicant, except as modified to comply with the conditions of approval described above. Changes to the approved plans and specifications and any additional work which may be undertaken must be reviewed and approved by this office prior to construction, alteration or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work.

This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

3-1-91

Date

Joseph E. [Signature]
Director of Planning and Urban Development

.....
Staff Recommendation:

Additional Information Requested (date: _____ rec'd: _____)
☒ Approve. ☐ Approve w/ conditions. ☐ Deny. ☐ No Recommendation. Date: 2-8-91
Conditions: _____

Historic Preservation Committee Recommendation/Decision:

Required: ☒ Yes ☐ No
☒ Approve. ☐ Approve w/ conditions. ☐ Deny. Vote: 6-0, Kuniholm absent (2-13-91)
Conditions: _____

Planning Board Decision:

Required: ☐ Yes ☒ No
☐ Approve. ☐ Approve w/ conditions. ☐ Deny. Vote: _____
Conditions: _____

City Council Decision (Project of Special Merit):

☐ Approve. ☐ Approve w/ conditions. ☐ Deny. Vote: _____
Conditions:
☐ 1 Developer demonstrate binding financial commitments, performance guarantees, penal bond.
☐ 2 Developer provide full documentation of the resource, provide suitable monument.
☐ 3. Other: _____

DEPARTMENT OF PLANNING & URBAN DEVELOPMENT

Billing for Legal
Ads for Agenda's

Project Name: 619 Congress Street

Owner's Name: Joan Fowler Smith

Address of Project: 619 Congress St.

Division/Board: Hist. Pres.

Number of Residential Notices Mailed Out: 9

% Amount of Legal Ad: 23.00

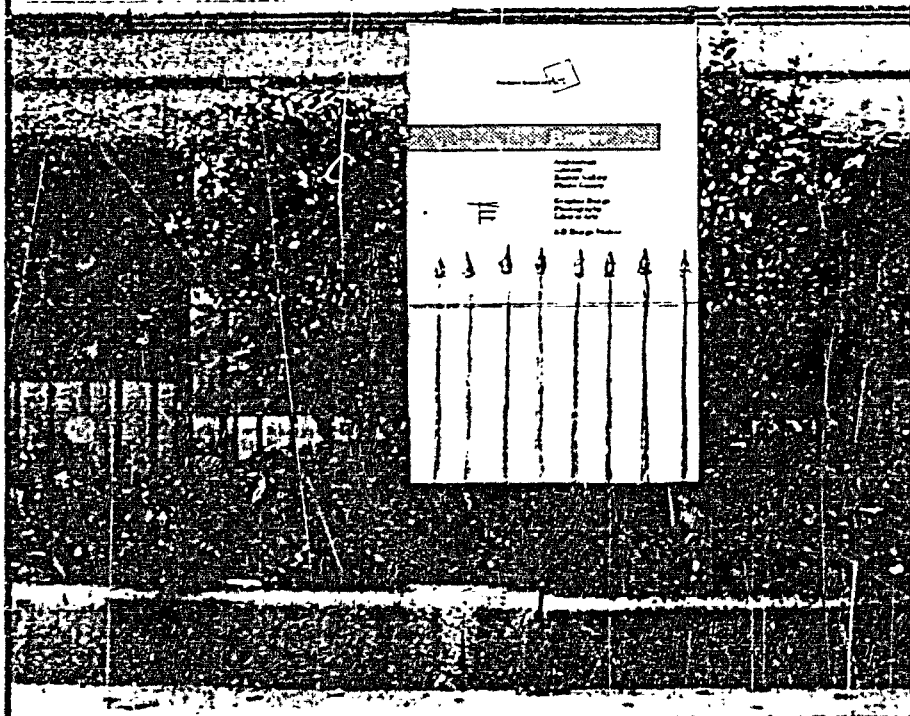
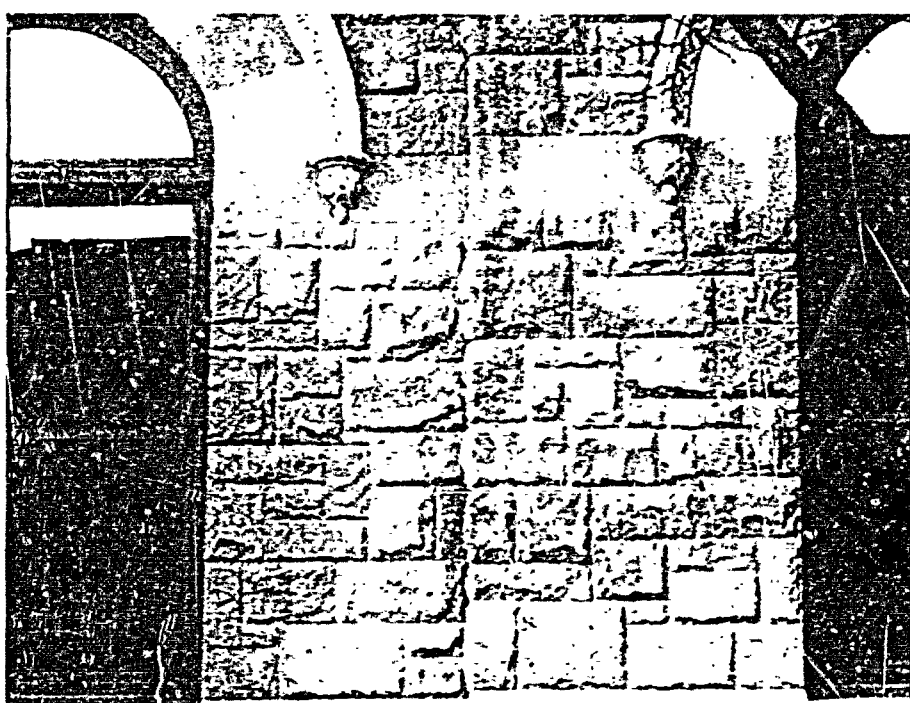
.40 X number of notices: 3.60

Total Amount Due: 26.60

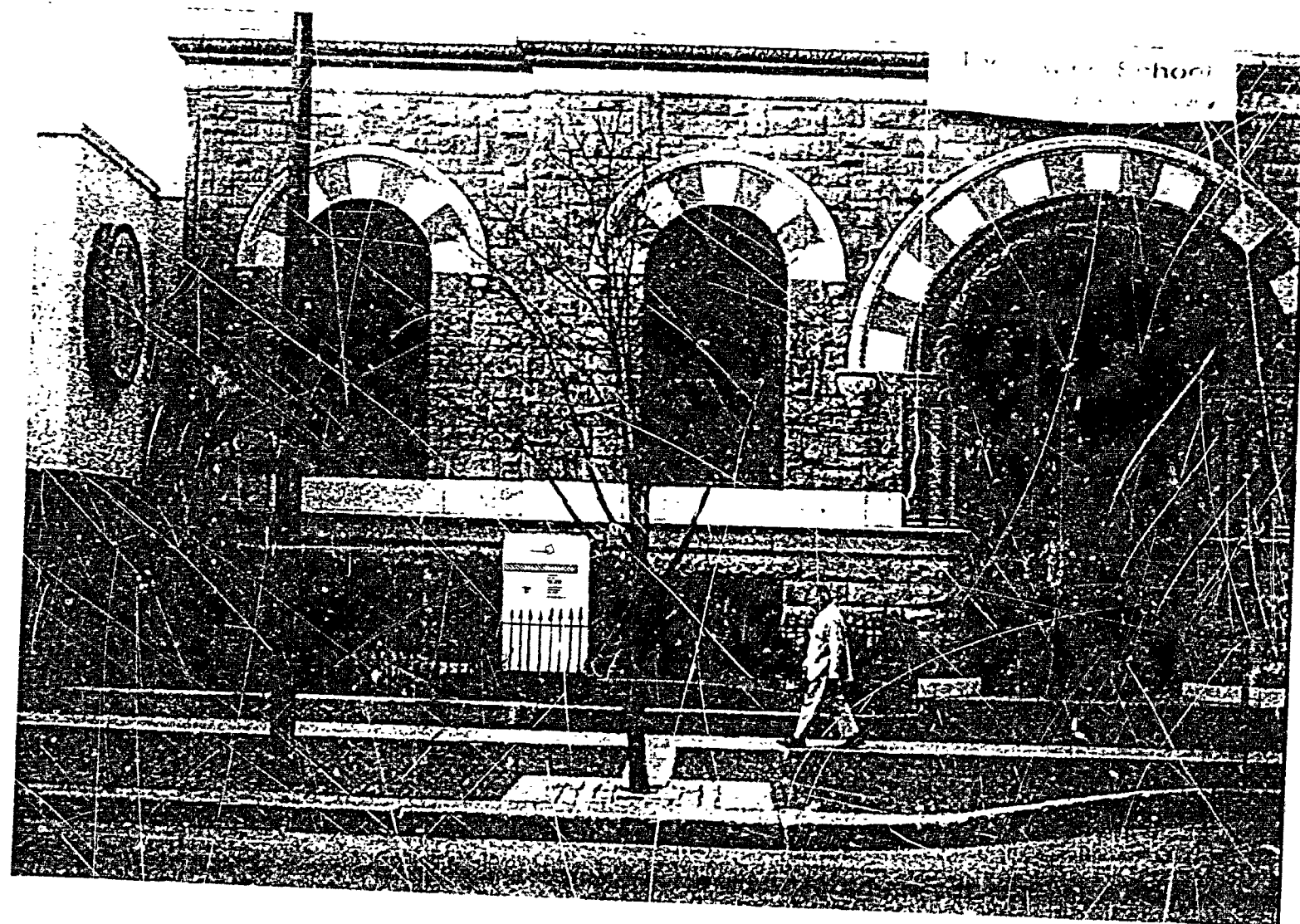
Make checks payable to the City of Portland, Attn. D. Marquis, Rm. 315, 389
Congress Street, Portland, Maine 04101.

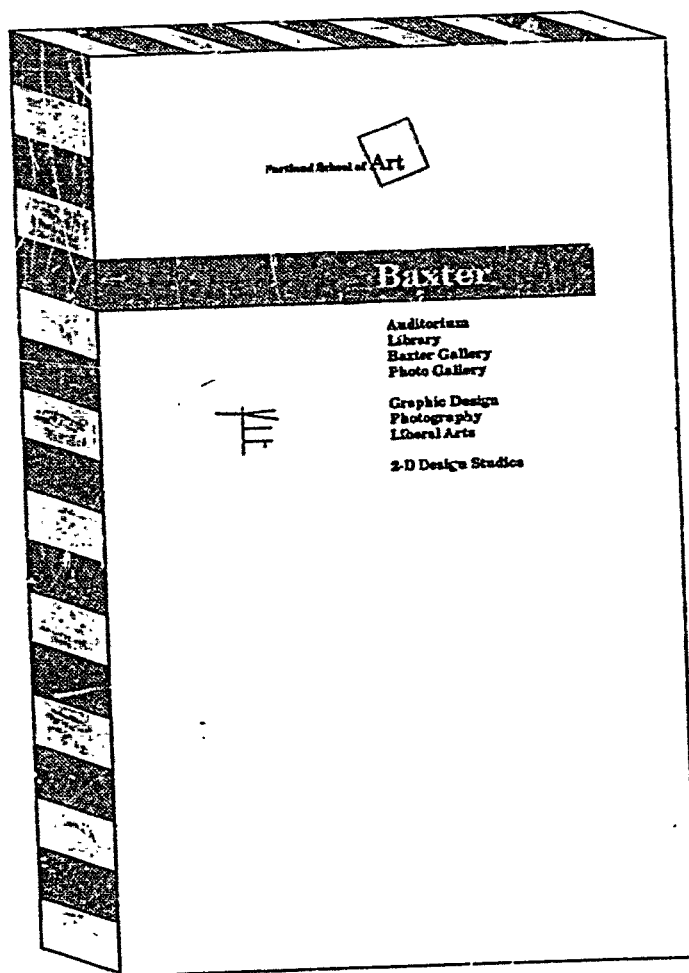
Bill to: same as above

mailed: 2/25/91



LET





Portland School of Art

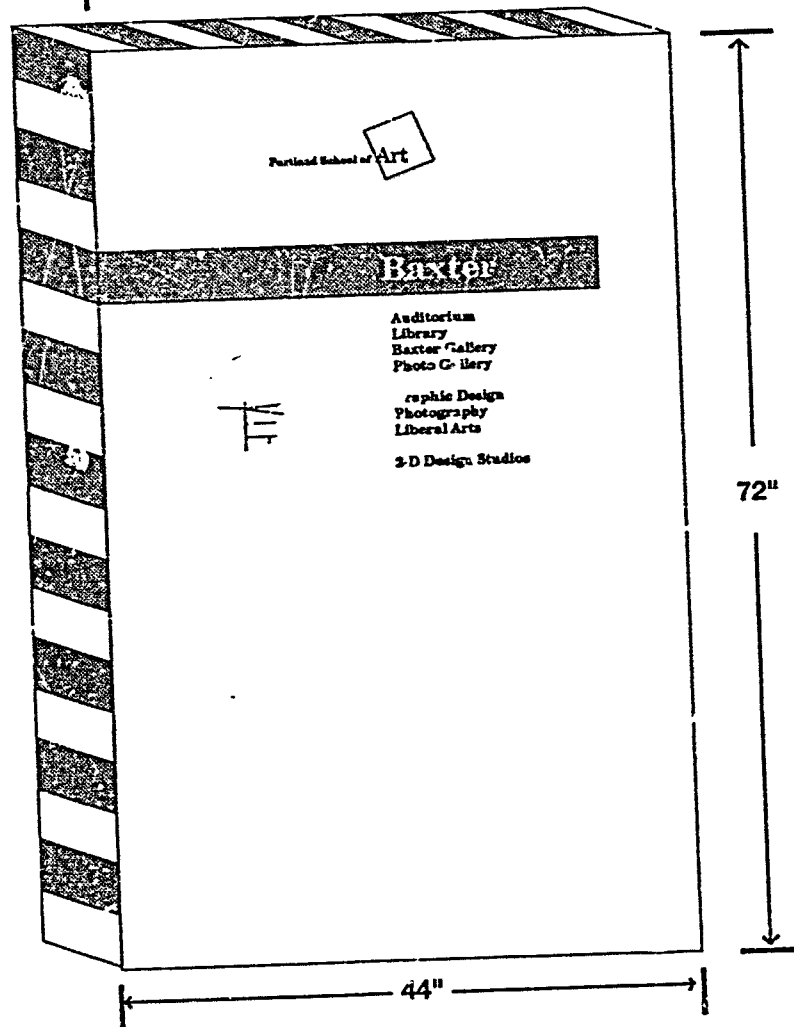
Baxter

Auditorium
Library
Baxter Gallery
Photo Gallery

Graphic Design
Photography
Liberal Arts
2-D Design Studios



6"



Portland School of Art

Baxter

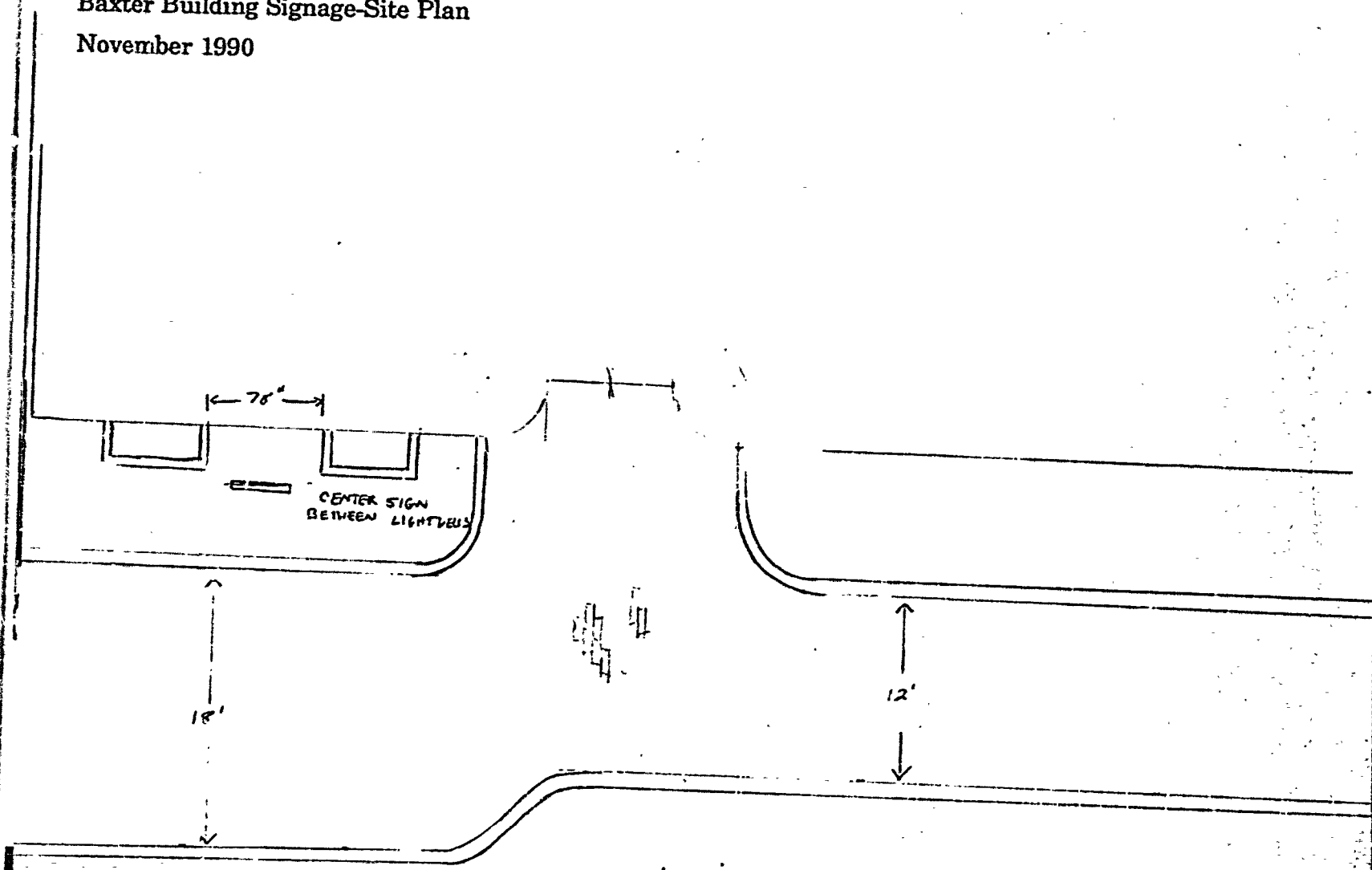
Auditorium
Library
Baxter Gallery
Photo Gallery

Graphic Design
Photography
Liberal Arts
3-D Design Studios

72"

44"

Portland School of Art
Baxter Building Signage-Site Plan
November 1990



SENT BY: MORSE, PAYSON & NOYES : 1-7-91 : 10:21AM :

7759338-

207 772 5089: 2

OCORO CERTIFICATE OF INSURANCE					ISSUE DATE (MM/DD/YY)	
PRODUCER Morse, Payson & Noyes 100 Middle Plaza P.O. Box 406 DTS Portland, ME 04112 DMW			THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO INSURANCE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXCEED OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
INSURED Portland School of Art 97 Spring Street Portland, ME 04101			COMPANIES AFFORDING COVERAGE			
			COMPANY LETTER A American Employers' Ins. Co.			
			COMPANY LETTER B			
			COMPANY LETTER C			
			COMPANY LETTER D			
			COMPANY LETTER E			
COVERAGES						
THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS, AND CONDITIONS OF SUCH POLICIES.						
CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	ALL LIMITS IN THOUSANDS	
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCURRENCE ☐ OWNERS & CONTRACTORS PROTECTIVE	AMR140975	7/01/90	7/01/91	GENERAL AGGREGATE \$ 1,000 PRODUCTS-COMPOS AGGREGATE \$ 1,000 PERSONAL & ADVERTISING INJURY \$ 500 EACH OCCURRENCE \$ 500 FIRE DAMAGE (ANY ONE FIRM) \$ 50 MEDICAL EXPENSE (ANY ONE PERSON) \$ 5	
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ GARAGE LIABILITY				COL \$ BODILY INJURY PER PERSON \$ BODILY INJURY PER ACCIDENT \$ PROPERTY DAMAGE \$	
	EXCESS LIABILITY ☐ OTHER THAN UMBRELLA FORM				EACH OCCURRENCE \$ AGGREGATE \$	
	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY				STATUTORY \$ (EACH ACCIDENT) \$ (DISEASE-POLICY LIMIT) \$ (DISEASE-EACH EMPLOYEE)	
	OTHER					
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL ITEMS RE: Clapp, Baxter and Caulderwoods Buildings						
CERTIFICATE HOLDER City of Portland 389 Congress Street Portland, ME 04101						
CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OF LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Francis O. Fedland						



City of Portland
Department of Planning and Urban Development
Room 211 City Hall, 389 Congress Street
Portland, Maine 04101 207-874-2300

Form 1.0-1.1

HISTORIC PRESERVATION APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Pursuant to review under the City of Portland's Historic Preservation Ordinance (Chapter 14, Article IX of the Portland City Code), application is hereby made for a Certificate of Appropriateness for the following work on the specified historic property:

Property Name and Address: Baxter Building, 619 Congress Street, Portland, ME

Applicant: (name) Joan Fowler Smith, Vice President (telephone) (207) 775-3052 04101
(company) Portland School of Art
(address) 97 Spring Street
Portland, ME 04101

Property Owner, if different: (name) _____
(address) _____
(telephone) _____

Graphic Designer

Architect (if any): Richard Mehl
Contractor or Builder (if any): Sign Systems of Maine

Local Designation: ☒ within historic district: (name) Spring Street
☐ Landmark ☐ Contributing ☐ Non-contributing
National Register Status: ☒ Landmark ☐ District ☐ Not Applicable

Description of Proposed Work (Use additional sheets as necessary. Submit architectural sketches, plans, scale drawings, photographs, specifications, or other supporting documentation as required. All submission materials will be retained by the City. In the case of demolition or removal of a structure, the following indicates the proposed condition and appearance of the property thereafter):

(see attached)

Work is proposed in conjunction with: ☐ Major site plan application ☐ Minor site plan application
☒ Building permit application ☐ None of the above

Joan Fowler Smith
Applicant's Signature

Owner's Signature (if different)

Note: No application fee. Applicant is responsible for costs of sending notices and placement of legal ad. Such costs shall be paid prior to issuance of Certificate/Building Permit or upon denial of Application.

FOR CITY USE ONLY

Historic Resource Inventory Number: _____ Assessor's Chart/Block/Lot: 46-D-29

Date Application Submitted: 1/7/91 Date Application Complete _____

City of Portland, Maine - Building or Use Permit Application 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: 688 Congress St		Owner: Geoffrey Rice		Phone:		Permit No:	
Owner Address:		Lease/Buyer's Name: Longfellow Sq Used Articles		Phone:		Business Name:	
Contractor Name:		Address:		Phone:		PERMIT ISSUED Permit Issued: APR 7 1995 CITY OF PORTLAND	
Past Use: Locksmith (Service)		Proposed Use: Retail		COST OF WORK: \$		PERMIT FEE: \$ 25.00	
Proposed Project Description: Change Use as per plans		FIRE DEPT. ☒ Approved ☐ Denied		INSPECTION: Use Group: Type:		Zone: CBL: 055-E-035	
Permit Taken By: Mary Gresik		Date Applied For: 03 April 1995		Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>	
				PEDESTRIAN ACTIVITIES DISTRICT (P.U.D.) Action: ☐ Approved ☐ Approved with Conditions ☐ Denied		Zoning Approval: <i>2-3 4/5/95</i> Special Zone or Reviews: ☐ Shoreland ☐ Wetland ☐ Flood Zone ☐ Subdivision ☐ Site Plan ☐ Major ☐ Minor ☐ mm ☐	
				Signature: <i>[Signature]</i>		Date: <i>[Signature]</i>	

1. This permit application doesn't preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work.

[Signature] John Josey
P.O. Box 1795
Portland, ME 04104

**PERMIT ISSUED
WITH LETTER**

CERTIFICATION

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 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 provisions of the code(s) applicable to such permit

SIGNATURE OF APPLICANT *John Josey* ADDRESS: 03 April 1995 DATE: PHONE:

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

CEO DISTRICT

3

Amy Simpson