



# Signage / Awning Permit Application

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement **MUST** be made before permits are accepted.

<b>Location/Address:</b> 229 Congress Street, Portland, ME 04101		
<b>Tax Assessor's Chart/Block/Lot (CBL)</b>	<b>OWNER Name/Address:</b>	<b>Telephone:</b> _____
Chart: 13      Block: 6      Lot: 008	Name: I-95 Portland Portfolio I, LLC. Address: 3250 Sacramento St., San Francisco, CA 94115	<b>E-Mail:</b> _____
<b>LEASEE/BUYER Info (if Applicable)</b>	<b>CONTRACTOR</b>	Total S.F. signage <sup>9.0</sup> _____
Business Name: <u>Ramen SUZUKIYA</u>	Business Name: <u>Moonshine Signes</u>	(Sq Ft = _____ x \$2.00) \$ <u>18.00</u>
Owner Name: <u>Katsuaki Suzuki</u>	Contact: <u>Keith Stiles</u>	SF + \$25 Fee: \$ <u>25</u>
Address: <u>PO Box 842, Naples, ME 04055</u>	Address: <u>26 School Rd., Windham, ME 04062</u>	Historic (\$75): \$ <u>0</u>
Phone: <u>(207)347-1302</u> E-Mail: <u>jamacoda@gmail.com</u>	Phone: <u>(207)892-6831</u> E-Mail: <u>moonshinesignes@myfairport.net</u>	Awning Fee: \$ <u>0</u>
Awning Fee = Cost of Work: \$ _____ (\$25/first \$1000; \$11 each additional \$1000)		<b>TOTAL FEE: \$43.00</b>

Who should we contact when the permit is ready: Name: Katsuaki Suzuki Phone: (207)347-1302  
 Address: PO Box 842, Naples, ME 04055 E-Mail: jamacoda@gmail.com

Tenant/allocated building space frontage (in feet): Length: 8.0 Height: 10.0  
 Lot frontage (in feet): 7 Single Tenant or Multi-Tenant Lot: Single Tenant

Current Specific Use: Vacant  
 If vacant, what was prior use: Retail Store  
 Proposed Use: Restaurant

Information on proposed sign(s)  
 Freestanding (e.g. pole) sign? YES  NO  Dimensions: \_\_\_\_\_ ft X \_\_\_\_\_ ft; Height from grade: \_\_\_\_\_ feet  
 BLDG Wall Sign (attached to bldg.)? YES  NO  Dimensions: 1.5 ft X 6 ft

Proposed Awning: YES  NO  If yes, is awning backlit? YES  NO   
 Height of awning \_\_\_\_\_ Length of awning \_\_\_\_\_ Depth of awning \_\_\_\_\_  
 Is there any communication, message, trademark or symbol on it? YES  NO   
 If yes, total square footage of panels with communication, message, trademark or symbol on it: \_\_\_\_\_ sf

Information on existing and previously permitted signage:  
 Freestanding (e.g. pole) sign? YES  NO  Dimensions: \_\_\_\_\_ ft X \_\_\_\_\_ ft; Height from grade: \_\_\_\_\_ feet  
 BLDG Wall Sign (attached to bldg.)? YES  NO  Dimensions: \_\_\_\_\_ ft X \_\_\_\_\_ ft  
 Awning? YES  NO  total sq ft of panels with communication on it: \_\_\_\_\_ sf

A site sketch and building sketch showing exactly where existing and proposed signage is located **MUST** be provided.  
 Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information, visit us on-line at [WWW.PORTLANDMAINE.GOV](http://WWW.PORTLANDMAINE.GOV), stop by the Building Inspections Office, room 315 City Hall, or call 207-874-8703.

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

Signature of Applicant: H. Suzuki Date: 5/25/2015

**RECEIVED**  
**MAY 27 2015**  
 Dept. of Building Inspections  
 City of Portland Maine



# Signage / Awning Permit Application

## CHECK LIST

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

- Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way.
- Letter of permission from the property owner indicating the specific permissions granted and the tenant/space building frontage.
- A sketch plan of the lot indicating location of buildings, driveways, any abutting streets or rights of way, lengths of building frontages, street frontages and all existing setbacks. Please indicate, on the plan, all existing and proposed signage with their dimensions and specific locations. Be sure to include distance from the ground and building façade dimensions for any signage attached to the building.
- A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
- Certificate of flammability is required for awnings, canopies or banners.
- A UL# is required for lighted signs at the time of final inspection
- Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground.

### FEES

Permit fee for signage or awning with signage: \$30 plus \$2 per square foot of sign (per sign)

Permit fee for awning-without-signage is based on cost of work:

\$25 for the first \$1000 of cost of work; \$11 for each additional \$1000 of cost of work

Application fee for any signage in a *Historic District* is an additional \$75



SUZUK-1

OP ID: JS

# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
**05/21/2015**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Noyes Hall & Allen Insurance www.noyeshallallen.com 170 Ocean Street, PO Box 2403 South Portland, ME 04116-2403 David J. McKenna, Jr.	<b>CONTACT NAME:</b> David J. McKenna, Jr. <b>PHONE (A/C No, Ext):</b> 207-799-5541 <b>FAX (A/C, No):</b> 207-767-7590 <b>E-MAIL ADDRESS:</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;"><b>INSURER(S) AFFORDING COVERAGE</b></td> <td style="text-align: right; border: none;"><b>NAIC #</b></td> </tr> <tr> <td style="border: none;"><b>INSURER A :</b> Mount Vernon Fire Ins. Co.</td> <td style="border: none; text-align: right;"><b>26522</b></td> </tr> <tr> <td style="border: none;"><b>INSURER B :</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER C :</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER D :</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER E :</b></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>INSURER F :</b></td> <td style="border: none;"></td> </tr> </table>	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>	<b>INSURER A :</b> Mount Vernon Fire Ins. Co.	<b>26522</b>	<b>INSURER B :</b>		<b>INSURER C :</b>		<b>INSURER D :</b>		<b>INSURER E :</b>		<b>INSURER F :</b>	
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<b>INSURER F :</b>															
<b>INSURED</b> <b>SUZUKIYA LLC</b> P.O.Box 842 Naples, ME 04055															

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>A</b>	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<b>X</b>		<b>CP2593504</b>	<b>10/08/2014</b>	<b>10/08/2015</b>	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<b>Y/N</b>					PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
<b>A</b>	<b>Property</b>			<b>CP2593504</b>	<b>10/08/2014</b>	<b>10/08/2015</b>	<b>BPP</b> <span style="float: right;"><b>25,000</b></span> <b>Sign</b> <span style="float: right;"><b>350</b></span>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**RE: City of Portland is added with additional insured status.**
**CERTIFICATE HOLDER****CANCELLATION**

<b>CITY/OFP</b>  City of Portland Clerks Office, Room 102 389 Congress Street Portland, ME 04101	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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16x72

The image shows a stylized logo for 'Ramen SUZUKIYA'. On the left, the word 'Ramen' is written in a large, bold, black Japanese calligraphic font. To its right is a graphic of a bowl of ramen with chopsticks. Further right, the word 'SUZUKIYA' is written in a bold, black, sans-serif font. The entire logo is enclosed in a thin black rectangular border.

Dimension: 16 in x 72 in

Material: Wood.

Source of Illumination: Front Gate Light

Installation: Attached to Ceiling with L-Shape iron attachment


**City of Portland  
Planning and Development Department  
389 congress Street  
Portland, Me 04101**

**May 18, 2015**

**Dear Officer,**

**I am giving permissions to SUZUKIYA, LLC to install a signage at our property of 229 Congress Street,  
Portland, ME 04101.**

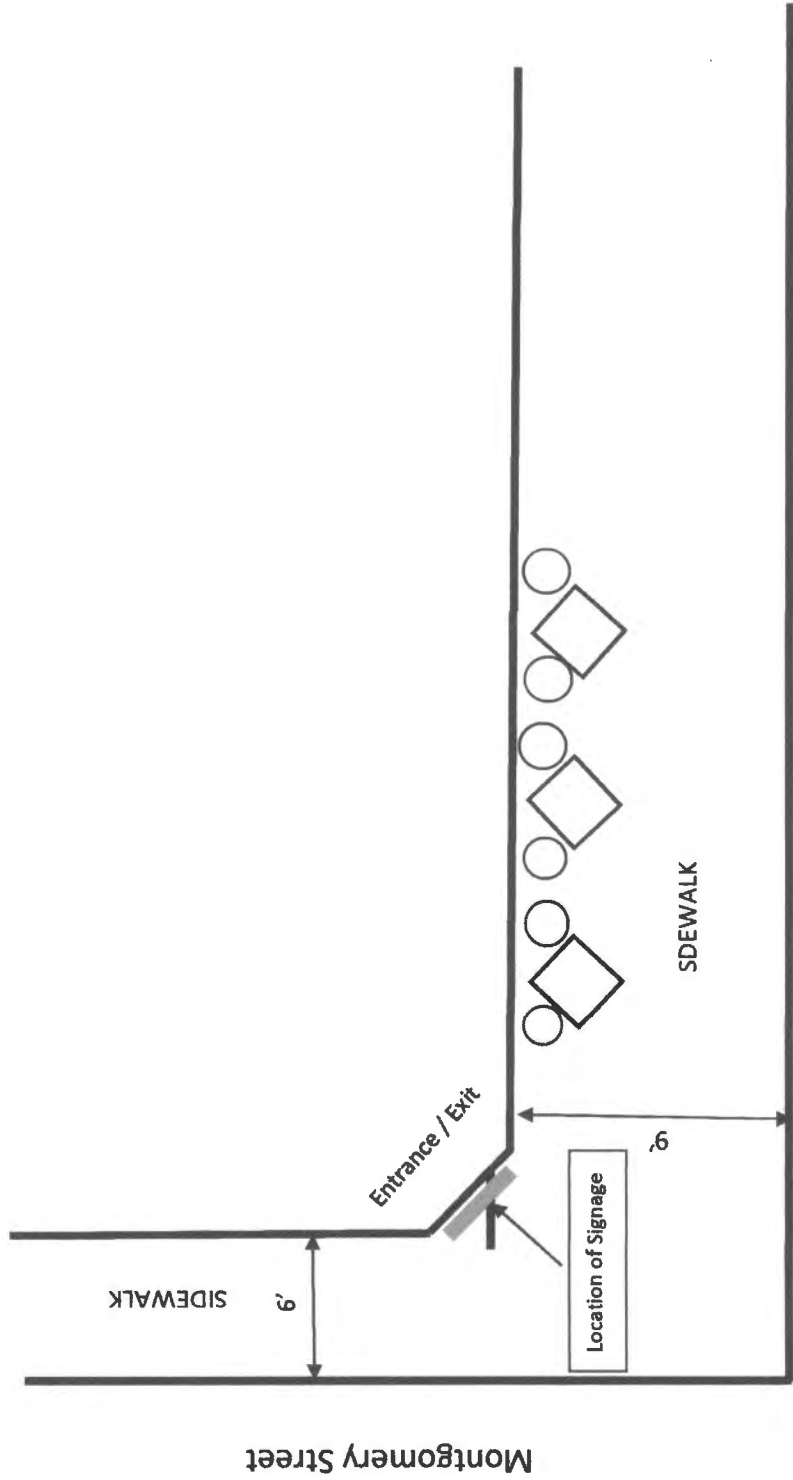
**Best regards,**

A handwritten signature in black ink, appearing to read 'B Cooper', with a stylized flourish at the end.

**Brandon Cooper  
President, I-95 Portland Portfolio I LLC  
3250 Sacramento St.  
San Francisco CA 94115**



**Signage Plan(Sketch of the Location) 229 Congress Street**



Congress Street