

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND BUILDING PERMIT

This is to certify that MAJE IN MAINE, LLC – HEART
OPENING

Located At 225 CONGRESS ST

Job ID: 2011-12-2870-SIGN

CBL: 013- G-010-001

has permission to Install a 18"x24" hanging sign on bracket
provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of
the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of
the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured
before this building or part thereof is lathed or otherwise
closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner
before this building or part thereof is occupied. If a
certificate of occupancy is required, it must be

Fire Prevention Officer

 3/26/12
Code Enforcement Officer / Plan Reviewer

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

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2011-12-2870-SIGN	Date Applied: 12/7/2011	CBL: 013- G-010-001	
Location of Construction: 223 CONGRESS ST	Owner Name: MAJE IN MAINE, LLC - MICHAEL SALISBURY	Owner Address: 223 CONGRESS ST., #1 PORTLAND, ME 04101	Phone: 609-517-4924
Business Name: The Heart Opening	Contractor Name: Chuck Smithson	Contractor Address:	Phone: 207-228-5999
Lessee/Buyer's Name: Zeile Dougher	Phone: 207-899-8965	Permit Type: SIGN - PERM - Signage - Permanent	Zone: B-2b
Past Use: 2nd floor, left side of building: change of use permit #2012-03-3436 - to personal service	Proposed Use: Same - 2 nd floor, left side - personal service (yoga, meditation & movement classes)- The Heart Opening - install 18" x 24" hanging sign	Cost of Work:	CEO District:
		Fire Dept: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: B Type: SIGN IBC 2009 Signature: JMB
Proposed Project Description:		Pedestrian Activities District (P.A.D.) 3/26/12	

Permit Taken By:	Zoning Approval		
<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: OK 3/5/12 JMB	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	Historic Preservation <input checked="" type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: JMB
	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 is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

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

BUILDING PERMIT INSPECTION PROCEDURES

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

or email: buildinginspections@portlandmaine.gov

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

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

Final Inspection

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

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



PORTLAND MAINE

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Acting Director of Planning and Urban Development
Gregory Mitchell

Job ID: 2011-12-2870-SIGN

Located At: 225 CONGRESS ST

CBL: 013- G-010-001

Conditions of Approval:

Building

1. Signage and Awning Installation to comply with Chapters 16 (Structural Loads), 31 (Materials) & 32 (ROW Height & Encroachments) of the IBC 2009 building code.
2. Encroachments into public ways must be a minimum of 8' above grade for signs and 7' for awnings per section 3202 of IBC 2009.
3. Separate Permits shall be required for lighting or electrical installation.



B-26

Signage/Awning Permit Application

2011 12 28 90

GG

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

~~227~~ ~~209~~ (223 Congress) *

Location/Address of Construction: 227 CONGRESS STREET, PORTLAND ME 04101

Tax Assessor's Chart, Block & Lot Chart# Block# Lot# # <u>13-9-8-11</u>	Owner: <u>MADE in Maine 223 Congress</u> <u>Michael Salisbury</u> owner	Telephone: <u>609-517-4924</u>
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Lessee/Buyer's Name (If Applicable) <u>013 GOLD</u> <u>ZEILE A. DOUGHER</u>	Contractor name, address & telephone: <u>Chuck Smithson</u> <u>207-228-5999</u>	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00 For H.D. signage \$75.00 Fee: \$ _____ Awning Fee= cost of work _____ Total Fee: \$ _____
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Who should we contact when the permit is ready: ZEILE DOUGHER phone: 207-899-8965

Tenant/allocated building space frontage (feet): Length: 26ft=32' Height: _____
Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot RECEIVED

Current Specific use: COMMUNITY YOGA & EVENT SPACE personal service
If vacant, what was prior use: COMMERCIAL PHOTOGRAPHY STUDIO
Proposed Use: COMMUNITY YOGA & EVENT SPACE DEC - 7 2011

Information on proposed sign(s):
 Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions proposed: _____
 Bldg. wall sign? (attached to bldg) Yes No _____ Dimensions proposed: _____

Dept. of Building Inspections
City of Portland, Maine

Proposed awning? Yes _____ No Is awning backlit? Yes _____ No _____
 Height of awning: _____ Length of awning: _____ Depth: _____
 Is there any communication, message, trademark or symbol on it? Yes _____ No _____
 If yes, total s.f. of panels w/communications, message, trademark or symbol: _____ s.f.

Information on existing and previously permitted sign(s):
 Freestanding (e.g., pole) sign? Yes _____ No Dimensions: _____
 Bldg. wall sign? (attached to bldg) Yes No _____ Dimensions: UNKNOWN
 Awning? Yes _____ No Sq. ft. area of awning w/communication: _____

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

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

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at www.portlandmaine.gov, stop by the Building Inspections office, room 315 City Hall or call 874-8703.

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

Signature of applicant: _____	Date: <u>Oct. 3rd 2011</u>
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This is not a permit; you may not commence ANY work until the permit is issued. Zeile

Revised 10/19/09 Upper front - 1.5 x 32 = 48 ft proposed 18" x 24" = 36 (OK)

MAIL TO: 27 O'Brien St
Portland, ME
04101

6.00
30.00
Total 36.00

34 x 18 =

2' x 15' = 300 x 2 = 600

6 SF



Signage/Awning Permit Application Checklist

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

- 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 owner indicating the permissions granted and the tenant/space building frontage.
- A sketch plan of lot indicating location of buildings, driveways and 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 signs 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 required for awning, canopy or banner.~~
- ~~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.

Permit fee for signage or awning-with-signage: \$30.00 plus \$2.00 per square foot of sign.

Permit fee for awning-without-signage is based on cost of work:
\$30.00 for the first \$1,000.00, \$10.00 per additional \$1,000.00 of cost.

Base application fee for any Historic District signage is \$75.00.

ARTWORK APPROVAL FORM

500 Forest Avenue Portland Maine 04101
tel 207.878.1100 fax 207.878.1110 www.mrsignsinc.com



It is your responsibility to proof your design *carefully*. Please look closely for spelling and content errors. Any post-production errors will be corrected at your cost.

Reference No.	Scale: n/a	Prepared by:	Sales Rep:	Approved by:	Page <u>1</u> of <u>1</u>
Date:	Notes:				<p>© 2011 Mr. Signs, Inc. This design is the property of Mr. Signs, Inc. All production and duplication rights are reserved by Mr. Signs, Inc. This printout has been designed for your personal use and is not to be used outside your organization or exhibited in any fashion.</p>
Prepared for:					



LOCATION

227 CONGRESS STREET
PORTLAND MAINE 04101

+ BUILDING HIGHLIGHTED IN WHITE



LOCATION

227 CONGRESS STREET
PORTLAND MAINE 04101

+ SPACE HIGHLIGHTED IN WHITE
+ SIGNAGE AREA HIGHLIGHTED IN YELLOW



SIGN LOCATION

227 CONGRESS STREET
PORTLAND MAINE 04101

+ SIGNAGE FASTENING AREA
HIGHLIGHTED IN YELLOW



CURRENT SIGNAGE

+ OTTO'S PIZZA

★ 12 Ft.
From ground to
Hang Spot

PROPOSED SIGN MOCKUP

- + Bracket: 16 Gauge Steel supports up to a 48' sign (Mr Signs Bracket)
- + Corrugated Aluminum sign with printed logo, or Wooden with printed logo
- + Maximum size based on city regulations: 25 ft (building width) x 15- max sq ft.

Max sq ft-375 max sq ft.

Proposed sign dimensions:





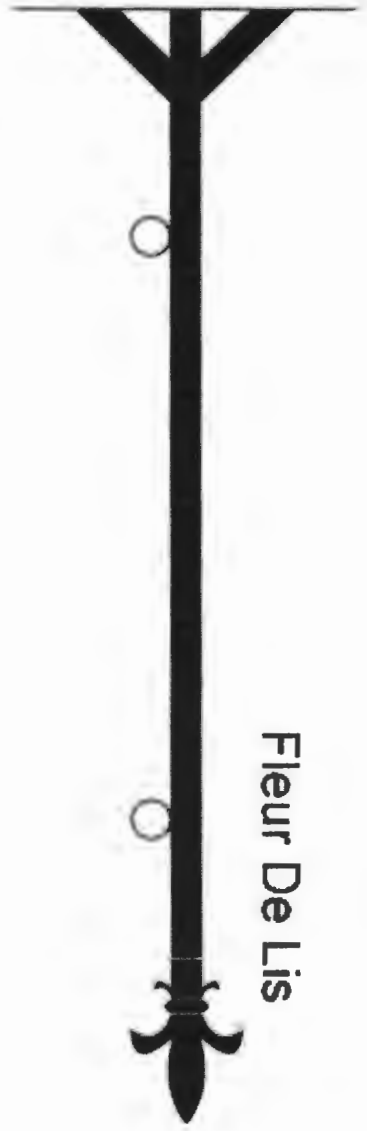
Ball



Pineapple



Spade



Fleur De Lis

1/6 gauge steel
Supports up to
48" sign

To whom it may concern,

Zeile Dugher has my
permission to place signage
for her business, The Heart Opening,
on the exterior of my building at
227 Congress St. Thank you...

Michael Salisbury (609) 517-4924
owner - 227 Congress St.

M 9/12/11

Tax I.d. Block # (parcel id)
13-9-10-11



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/21/2011

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).

PRODUCER Cross Insurance-Portland 2331 Congress Street PO Box 567 Portland ME 04112	CONTACT NAME: Margaret Hutchins, CISR PHONE (A/C No Ext): (207) 780-1677 E-MAIL ADDRESS: mhutchins@crossagency.com	FAX (A/C No): (207) 780-6377
	INSURER(S) AFFORDING COVERAGE	
INSURED The Heart Opening, LLC, DBA: The Heart 227 Congress St. Portland ME 04101-3609	INSURER A: Philadelphia Ins Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL1192153860 **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			PHPK751781	7/25/2011	7/25/2012	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 2,500 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Refer to policy for exclusionary endorsements and special provisions. Certificate Holder is an Additional Insured with respect to Commercial General Liability only.

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, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE M Hutchins, CISR/MF5 <i>Margaret Hutchins</i>



PORTLAND MAINE

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*Greg Mitchell – Acting Director of Planning and Urban Development
Marge Schmuckal, Zoning Administrator*

February 9, 2012

Zeile Dougher
27 O’Brion Street
Portland, ME 04101

Re: 223-227 Congress Street – 013 G010 – B-2b Business Zone – Change of Use Permit

Dear Ms. Dougher,

This letter is a follow up to the telephone conversation that we had on December 16, 2011. You applied for a sign permit for your business, The Heart Opening, at 227 Congress Street. A sign is an accessory use to the principal use of the space. The last use that our office has on file for that space is office. Before we can issue a sign permit, we need you to apply for a change of use permit to convert the use of the space to a yoga studio and event space. I have enclosed a Change of Use application.

Besides you not being able to get a sign permit, you also should not be occupying the space without a certificate of occupancy for the use as a yoga studio. It is a permitted use under zoning [section 14-182(b)], but you also need to be sure that you meet the Life Safety Code and the Building Code for the use.

Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

A handwritten signature in black ink, appearing to read "A. B. Machado".

Ann B. Machado
Zoning Specialist
(207) 874-8709



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

Dec 1 2011

Received from Travis D. Dwyer

Location of Work 100 Congress St

Cost of Construction \$ _____ Building Fee: _____

Permit Fee \$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: _____

Building (IL) Plumbing (I5) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

CBL: 12-006

Check #: 1000 Total Collected \$ 40.00

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: Maule

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy