



# PORTLAND MAINE

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*Penny St. Louis Littell - Director of Planning and Development  
Marge Schmuckal, Zoning Administrator*

October 1, 2008

Diana Olmstead  
Sign Design Inc.  
PO Box 207  
Westbrook, ME 04098

RE: 135 Congress Street – 013 L022 – B-1 – sign face replacements – permit #08-1211

Dear Diana,

This letter is just a follow up to our telephone conversation. Your application to replace the four panels in the three existing sign boxes is on hold because there are additional signs on the building, which are not permitted and therefore are not legal. The following signs are not permitted and must be removed: Portland Regional Credit Union ATM, the two New England Coffee banners (one on North Street and one on Congress Street), and the Prepaid Phone Cards sign. The pending sign permit application for the face replacement cannot be issued until the property is brought into compliance by removing the four signs that have not been permitted.

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

Yours truly,

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