

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Permit Number: 090227

Please Read
Application And
Notes, If Any,
AttachedThis is to certify that MAINE EMPLOYERS' MUTUAL INSURANCE COMPANYhas permission to install a 48" x 32.25" hanging signAT 245 COMMERCIAL ST

CB# 038 F006001

PERMIT ISSUED

MAR 31 2009

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lathed or otherwise worked-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS

Fire Dept. _____

Health Dept. _____

Appeal Board _____

Other _____

Department Name

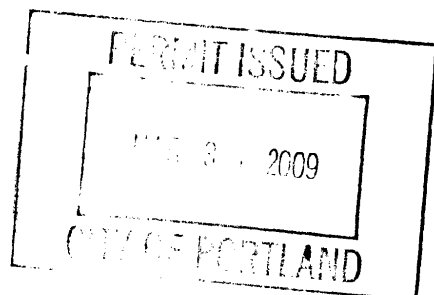
Thomas M. Kelly 3/31/09
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 09-0227		Issue Date:		CBL: 038 F006001			
Location of Construction: 245 COMMERCIAL ST		Owner Name: MAINE EMPLOYERS' MUTUAL I		Owner Address: PO BOX 11409			
Business Name:		Contractor Name: A & A Signs		Contractor Address: Alger St Los Angeles			
Lessee/Buyer's Name		Phone:		Permit Type: Signs - Permanent			
Past Use: Commercial "Color Me Mine" Connected w/ permit# 090043		Proposed Use: Commercial "Color Me Mine" Connected w/ permit# 090043 - install a 48" x 32.25" hanging sign		Permit Fee: \$85.00			
Proposed Project Description: install a 48" x 32.25" hanging sign		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		Cost of Work: \$85.00			
				CEO District: 1			
				INSPECTION: Use Group: <i>B</i> Type: <i>Sign</i> <i>IBC 2003</i>			
		Signature:		Signature: <i>Jim 3/31/09</i>			
				PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)			
				Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied			
Permit Taken By: Ldobson		Date Applied For: 03/24/2009		Zoning Approval			
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.		Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> <i>OK w/condition</i> Date: <i>3/25/09</i> <i>APR</i>		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 <i>YES</i> <input type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>3/25/09</i> <i>STH</i>	
						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..	

**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

Signage/Awning Permit Application

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.

Location/Address of Construction: <u>245 Commercial St.</u>		
Tax Assessor's Chart, Block & Lot Chart# <u>38</u> Block# <u>F</u> Lot# <u>6</u>	Owner: <u>MEMIC</u>	Telephone: <u>791-3300</u>
Lessee/Buyer's Name (If Applicable) <u>Color me mine</u>	Contractor name, address & telephone: <u>Sign? : Vertan @ A+ Signs (818) 502-0502</u>	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total Fee: \$ Awning Fee= cost of work Total Fee: \$
Who should we contact when the permit is ready: <u>Jennifer</u> phone: <u>653-1193</u>		
Tenant/allocated building space frontage (feet): Length: <u>40</u> Height: <u>44 feet</u> Lot Frontage (feet) <u>92 feet</u> Single Tenant or Multi Tenant Lot <u>multi</u>		
Current Specific use: <u>Retail</u>		
If vacant, what was prior use: _____		
Proposed Use: _____		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes _____ No <input checked="" type="checkbox"/> Dimensions proposed: _____ Height from grade: _____ Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Dimensions proposed: <u>32.25 x 48</u>		
Proposed awning? Yes _____ No <input checked="" type="checkbox"/> 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): <u>Bracket. Using existing bracket. See pictures.</u> Freestanding (e.g., pole) sign? Yes _____ No <input checked="" type="checkbox"/> Dimensions: _____ Bldg. wall sign? (attached to bldg) Yes _____ No <input checked="" type="checkbox"/> Dimensions: _____ Awning? Yes _____ No <input checked="" type="checkbox"/> 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 hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: <u>[Signature]</u>	Date: <u>3/18/09</u>
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This is not a permit; you may not commence ANY work until the permit is issued.

$40 \times 2 = 80 \text{ ft}$

01c

$48 \times 32.25 = 15.75$

090043

City of Portland, Maine - Building or Use Permit

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

Permit No: 09-0227	Date Applied For: 03/24/2009	CBL: 038 F006001
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Location of Construction: 245 COMMERCIAL ST	Owner Name: MAINE EMPLOYERS' MUTUAL I	Owner Address: PO BOX 11409	Phone:
Business Name:	Contractor Name: A & A Signs	Contractor Address: Alger St Los Angeles	Phone (818) 502-0520
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Commercial - retail/ceramic shop"Color Me Mine" Connected w/ permit# 090043 - install a 48" x 32.25" hanging sign	Proposed Project Description: install a 48" x 32.25" hanging sign
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Dept: Historic	Status: Approved	Reviewer: Scott Hanson	Approval Date: 03/29/2009
Note:			Ok to Issue: <input checked="" type="checkbox"/>
Dept: Zoning	Status: Approved with Conditions	Reviewer: Ann Machado	Approval Date: 03/25/2009
Note:			Ok to Issue: <input checked="" type="checkbox"/>
1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.			
Dept: Building	Status: Approved with Conditions	Reviewer: Tom Markley	Approval Date: 03/31/2009
Note:			Ok to Issue: <input checked="" type="checkbox"/>
1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.			
2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.			

Comments:

3/30/2009-gg: received permit from historic on 3/27/09. Gg

BUILDING PERMIT INSPECTION PROCEDURES

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

to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

A Pre-construction Meeting will take place upon receipt of your building permit.

 X **Final inspection required at completion of work.**

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

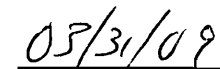
CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.

Signature of Applicant/Designee



Signature of Inspections Official

Date



Date

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. *n/a*
- ☒ 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. *outlined in labeled letter.*
- ☐ Certificate of flammability required for awning or canopy. *n/a*
- ☐ A UL# is required for lighted signs at the time of final inspection. *n/a*
- ☒ Pre-application questionnaire completed and attached.
- ☒ Photos of existing signage *included letter + photos attached.*
- ☒ Details for sign fastening, attachment or mounting in the ground. *using existing.*

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 \$65.00.



13'4"

48"

9.5"

32.25"

3.75"



Manufacturing Of 32" X 48" Double Sided Blade Sign
Composed Of Marine Board Plywood For Background
1/2" Thick Wooden Dimensional Letters And Logo
1/2" Thick Wooden Color Splash
Tag Line "Art Of Having Fun" To Be Routed Out Of Wooden Panel
Entire Sign Body Is To Be Primed, Painted, And Sealed

Color Specs:

Cranberry - PMS 221U
Yellow - PMS 7409C
Beige - PMS 156C
Green - PMS 349C

THE FOLLOWING MATERIAL IS PRIVILEGED AND CONFIDENTIAL.
THE USE AND PRODUCTION OF ATTACHED ARTWORK IS STRICTLY
PROHIBITED WITHOUT A&A SIGN CO.'S WRITTEN APPROVAL OR
FULL COMPENSATION.



DRAWN BY	Vartan
DATE	2-18-2009
APPROVED	
REVISED	
APPROVED	

JOB NAME:

245 Commercial St.

Portland Maine 04101



Partners for Workplace Safety

March 19, 2009

Ms. Jennifer Wanda
Color Me Mine
169 Falmouth Street
Portland, ME 04102

Dear Jennifer:

In an effort to streamline your signage lighting process, below is what MEMIC has approved for the signage at its 245 Commercial Street building for the Color Me Mine suite to date.



The original sign bracket will be used. The suggested lighting set up as shown above has been approved.

The power supply to this lighting needs to come from the inside the Color Me Mine suite and penetrate to the outside through the wooden structure of the building. The conduit used must be solid (not flex). The conduit required for this lighting set up will need to be fastened to the building on the brick façade or on the sign bracket itself and not on the granite.

Without specific drawings of the electrical set up, I believe this captures the essence of what you have suggested and we approve of this set up. If this is not your intention, please correct our assumptions.

Sincerely,

A handwritten signature in black ink, appearing to read "Catherine F. Lamson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Catherine F Lamson, SPHR
Vice President
Human Resources & Administration



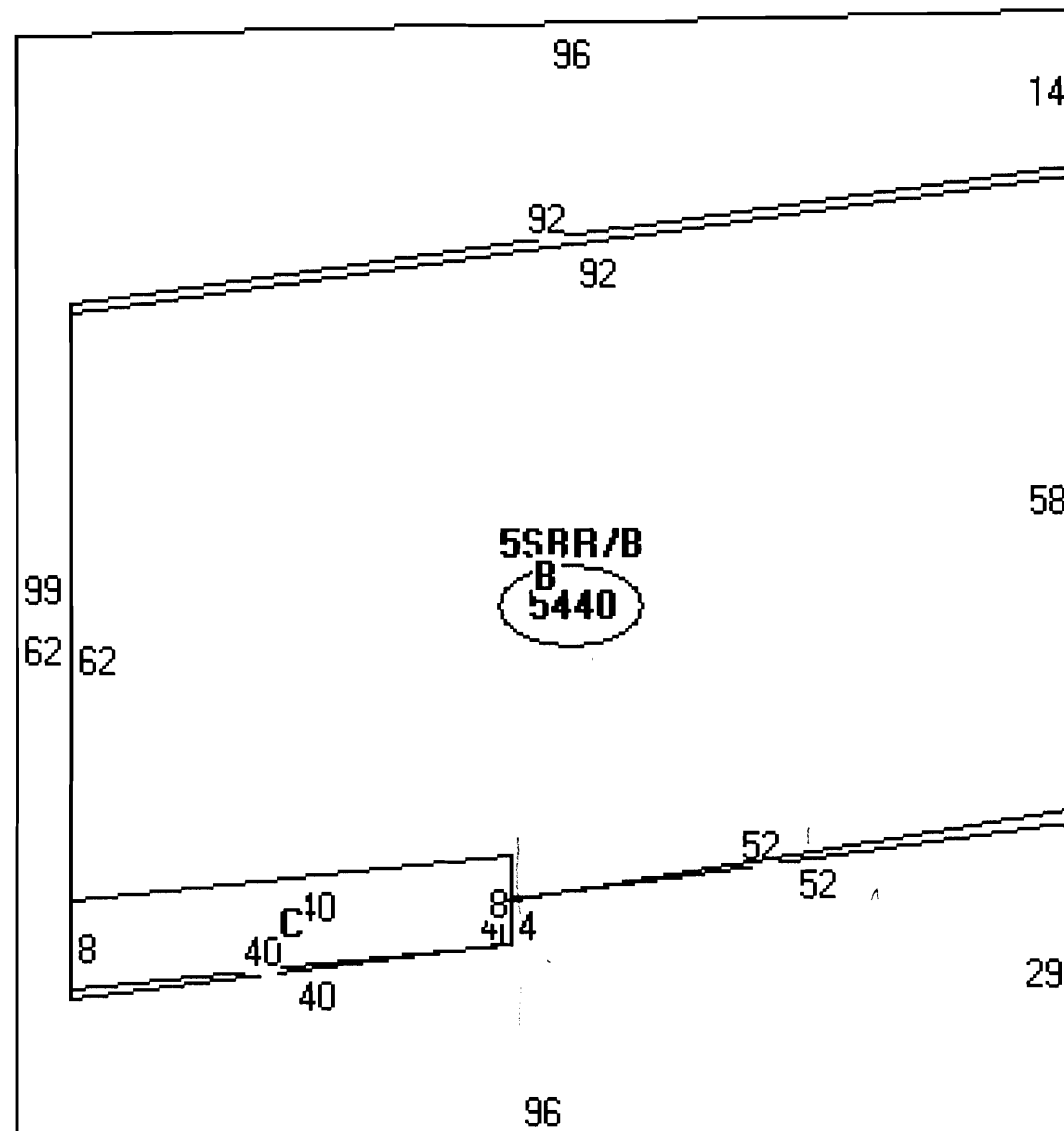
Existing.JPG



Existing 1.JPG



Proposed lighting solution.JPG

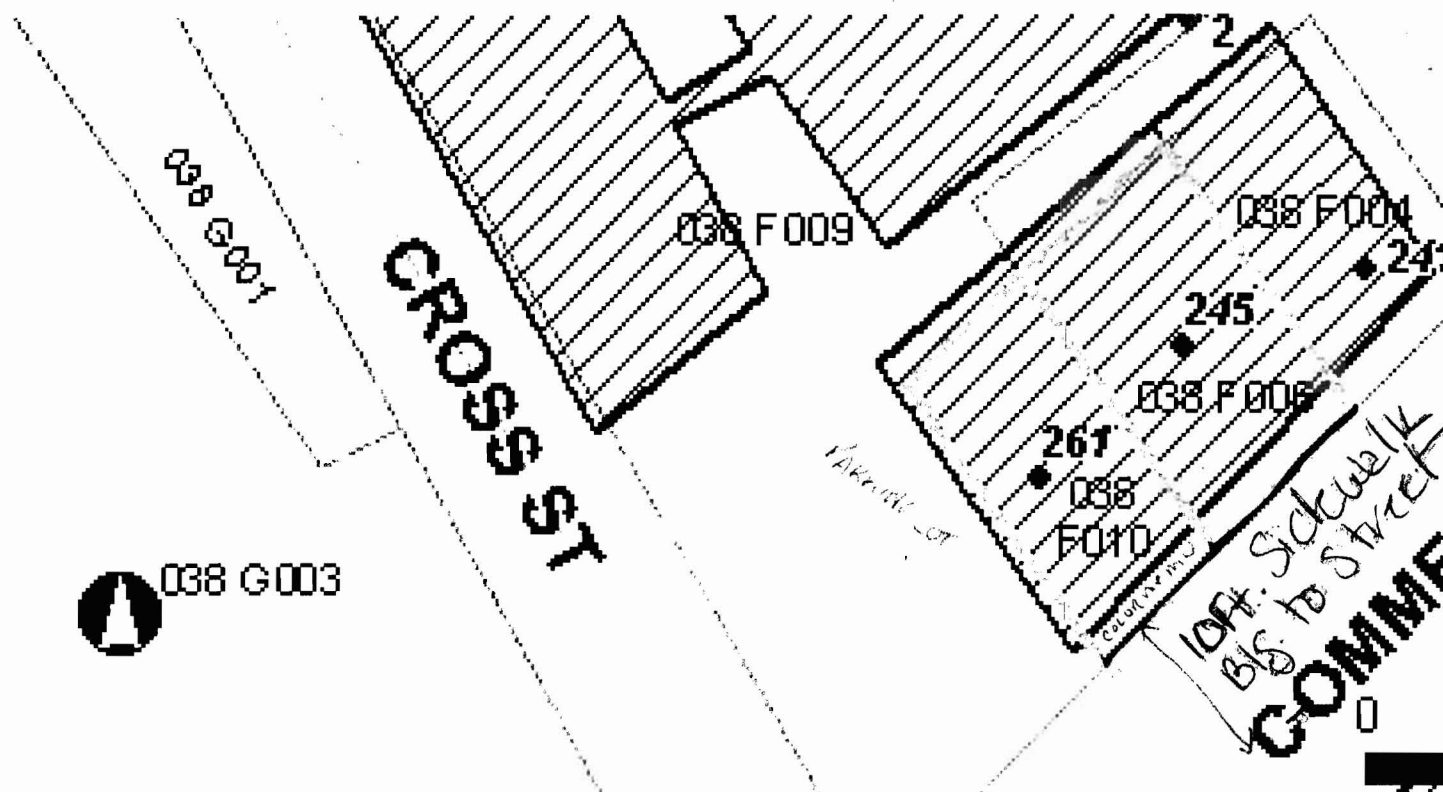


Descriptor/Area

A: 5SBR/B
5440 sqft

B: 4SBR/B
4104 sqft

C: WD/4SBR/B
320 sqft



? HIGH ON BUILDING



INSURANCE BINDER

OP ID WE

DATE (MM/DD/YYYY)
03/18/2009

THIS BINDER IS A TEMPORARY INSURANCE CONTRACT, SUBJECT TO THE CONDITIONS SHOWN ON THE REVERSE SIDE OF THIS FORM.

AGENCY Turner Barker Insurance 63 Marginal Way, Suite 101 Portland ME 04101 William Exley		COMPANY MMG Insurance Company	BINDER # 9181
PHONE (A/C, No, Ext): 207-773-8156		FAX (A/C, No): 207-773-6647	
CODE: 078 18	SUB CODE:		
AGENCY CUSTOMER ID: COLOMEM		THIS BINDER IS ISSUED TO EXTEND COVERAGE IN THE ABOVE NAMED COMPANY PER EXPIRING POLICY # BOUND	
INSURED Color Me Mine of So. Maine Oligrew LLC 245 Commercial St Portland ME 04101		DESCRIPTION OF OPERATIONS/VEHICLES/PROPERTY (Including Location) Location: 1 Building: 1 Pottery shop with "paint your own" option. 245 Commercial St, Portland, ME 04101	

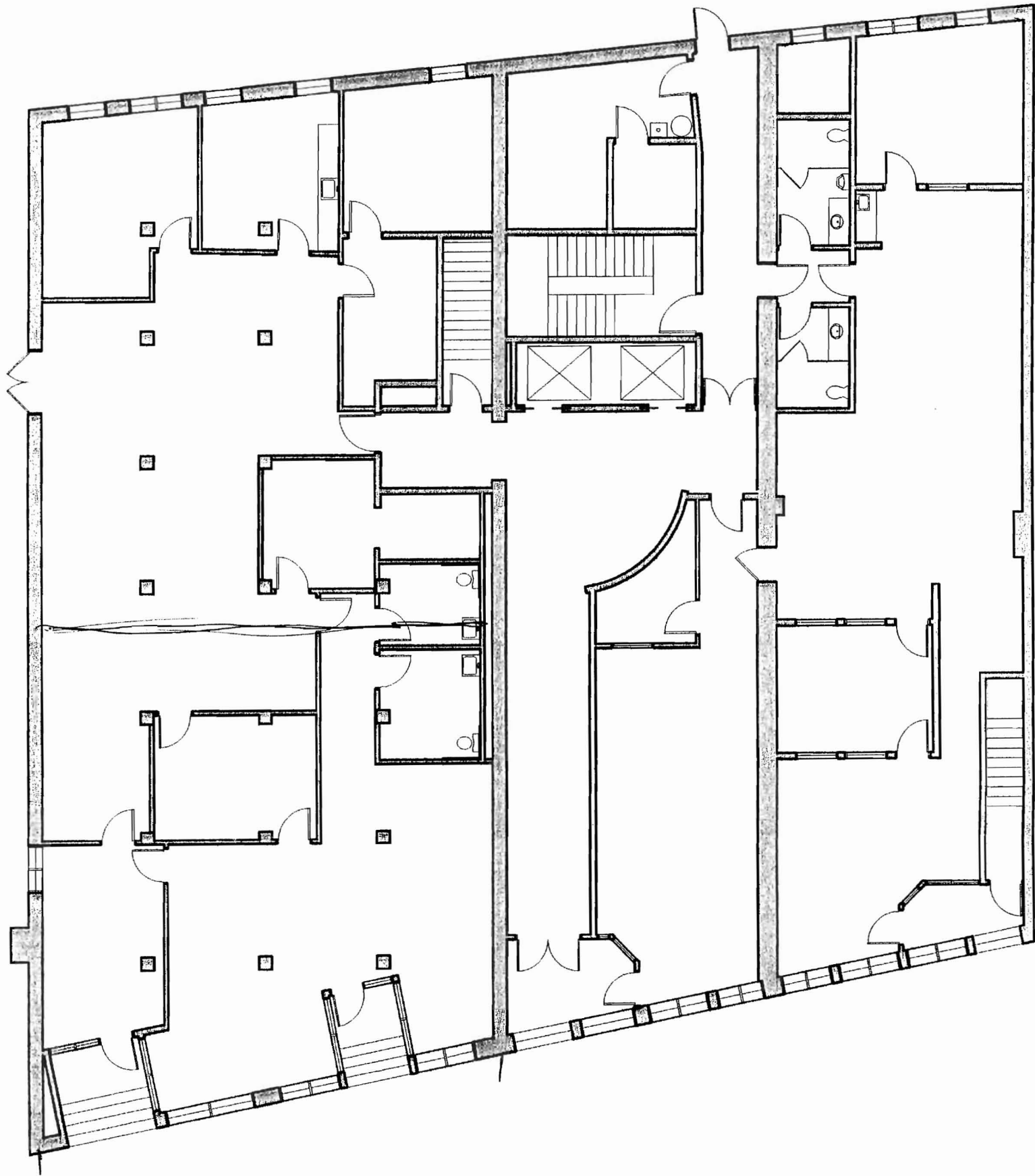
COVERAGES

LIMITS

TYPE OF INSURANCE	COVERAGE/FORMS	DEDUCTIBLE	COINS %	AMOUNT
PROPERTY CAUSES OF LOSS <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input checked="" type="checkbox"/> SPEC	CONTENTS/I&B - RC VALU-PAK BII W/EE EQUIP BRKDOWN - RC	500 500 500		40000 40000
GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	RETRO DATE FOR CLAIMS MADE:	EACH OCCURRENCE DAMAGE TO RENTED PREMISES MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG		\$1000000 \$250000 \$5000 \$1000000 \$2000000 \$2000000
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		COMBINED SINGLE LIMIT BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE MEDICAL PAYMENTS PERSONAL INJURY PROT UNINSURED MOTORIST		\$1000000 \$ \$ \$ \$ \$ \$
AUTO PHYSICAL DAMAGE DEDUCTIBLE <input type="checkbox"/> COLLISION: <input type="checkbox"/> ALL VEHICLES <input type="checkbox"/> SCHEDULED VEHICLES <input type="checkbox"/> OTHER THAN COL:		ACTUAL CASH VALUE STATED AMOUNT OTHER		\$ \$ \$
GARAGE LIABILITY <input type="checkbox"/> ANY AUTO		AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE		\$ \$ \$ \$
EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM	RETRO DATE FOR CLAIMS MADE:	EACH OCCURRENCE AGGREGATE SELF-INSURED RETENTION		\$ \$ \$
WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY		WC STATUTORY LIMITS E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT		\$100000 \$100000 \$500000
SPECIAL CONDITIONS/ OTHER COVERAGES	This will serve as coverage until the policy is produced. Workers Compensation coverage afforded by Maine Employers Mutual Insurance Company.		FEES TAXES ESTIMATED TOTAL PREMIUM	\$ \$ \$

NAME & ADDRESS

CITYOFP City Of Portland 389 Congress Street Portland ME 04101	MORTGAGEE	<input checked="" type="checkbox"/>	ADDITIONAL INSURED
	LOSS PAYEE		SIGN
	LOAN #		
	AUTHORIZED REPRESENTATIVE William Exley <i>William R. Exley</i>		



ARCHITECTURE
INTERIOR DESIGN
PLANNING

49 DARTMOUTH STREET
PORTLAND, MAINE 04101
www.pdtarch.com

09 PDT Architects

245-251 Commercial Street PORTLAND, MAINE

TITLE
FIRST FLOOR PLAN

JOB # 08-086, 08-088

DATE

SHEET

1 / 1