

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

BUILDING DEPARTMENT

## PERMIT

Permit Number: 090382

Please Read Application And Notes, If Any, Attached

This is to certify that GRAVES ELIZABETH S /Jonathan Clark

has permission to Install a 30" x 36" sign

AT 97 NEWBURY ST

CB# 020 B017001

PERMIT ISSUED  
MAY 29 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 red-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

*Janine Bonke* 5/29/09  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

**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

*[Handwritten Signature]*

\_\_\_\_\_  
Signature of Inspections Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**City of Portland, Maine - Building or Use Permit Application**

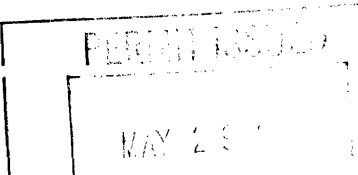
389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 09-0382	Issue Date:	CBL: 020 B017001
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Location of Construction: 97 NEWBURY ST	Owner Name: GRAVES ELIZABETH S	Owner Address: 97 NEWBURY ST	Phone:
Business Name:	Contractor Name: Jonathan Clark	Contractor Address: 73 Ocean House Road Cape Elizabeth	Phone 2077995192
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B-2b

Past Use: 2 Unit Residential/Commercial <i>connected to permit 09-0446</i>	Proposed Use: 2 Unit Residential/Commercial- Install a 30" x 36" sign	Permit Fee: \$45.00	Cost of Work: \$45.00	CEO District: 1
Proposed Project Description: Install a 30" x 36" sign		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>B/R</i> Type: <i>SGN</i> <i>IBC-2003</i> Signature: <i>JMB 5/29/09</i>	
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____		

Permit Taken By: Ldobson	Date Applied For: 04/21/2009	<b>Zoning Approval</b>
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<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 information may invalidate a building permit and stop all work..</p>	<p><b>Special Zone or Reviews</b></p> <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"/> OK. Date: <i>5/12/09</i> <i>ABM</i>	<p><b>Zoning Appeal</b></p> <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: _____	<p><b>Historic Preservation</b></p> <input checked="" type="checkbox"/> Not in District 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 <i>ABM</i> Date: _____
			

**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

**City of Portland, Maine - Building or Use Permit**

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

<b>Permit No:</b> 09-0382	<b>Date Applied For:</b> 04/28/2009	<b>CBL:</b> 020 B017001
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<b>Location of Construction:</b> 97 NEWBURY ST	<b>Owner Name:</b> GRAVES ELIZABETH S	<b>Owner Address:</b> 97 NEWBURY ST	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Jonathan Clark	<b>Contractor Address:</b> 73 Ocean House Road Cape Elizabeth	<b>Phone</b> (207) 799-5192
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Signs - Permanent	

<b>Proposed Use:</b> 2 Unit Residential/Commercial - Install a 30" x 36" sign - connected to permit #09-0446	<b>Proposed Project Description:</b> Install a 30" x 36" sign
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<b>Dept:</b> Zoning	<b>Status:</b> Approved	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 05/12/2009
<b>Note:</b> Sign is for two tenants - each panel is 20" x 10"			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Jeanine Bourke	<b>Approval Date:</b> 05/29/2009
<b>Note:</b> 1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>

**Comments:**  
5/7/2009-amachado: Spoke to Alan Holt. There are two tenants on the first floor. One is a massage therapist which is considered a professional office. The other is a meditation studio which is considered a personal service. Alan will apply for a change of use for the meditation studio.  
5/11/2009-amachado: Applied for change of use permit #09-0446

# 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: <b>97 NEWBURY STREET (B.2.b ZONE)</b>		
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot# <b>20            B            17</b>	Owner: <b>ELIZABETH GRAVES</b>	Telephone: <b>831-3237</b>
Lessee/Buyer's Name (If Applicable) <b>N/A</b>	Contractor name, address & telephone: <b>JONATHAN CLARK 73 OCEAN HOUSE RD. CAPE ELIZABETH, ME 779.5192</b>	Total s.f. of signage x \$2.00 <b>7.5 SF x 2 = 15</b> Per s.f. plus \$30.00 <b>\$65.00</b> For H.D. signage= Total Fee: \$ <b>45.00</b> Awning Fee= cost of work _____ Total Fee: \$ <b>45.00</b> <span style="float: right;">= 30 45</span>

Who should we contact when the permit is ready: **ALAN HOLT** phone: **831-5376**

Tenant/allocated building space frontage (feet): Length: **46' +/-** Height: **25' +/-**  
 Lot Frontage (feet) **49' + 54' (CORNER LOT)** Single Tenant or Multi Tenant Lot **MULTI (2)**

Current Specific use: **MASSAGE THERAPY & MEDITATION STUDIO (PERSONAL SERVICES)**  
 If vacant, what was prior use: **professional office**  
 Proposed Use: \_\_\_\_\_

**Information on proposed sign(s):**  
 Freestanding (e.g., pole) sign? Yes \_\_\_ No  Dimensions proposed: \_\_\_\_\_ Height from grade: \_\_\_\_\_  
 Bldg. wall sign? (attached to bldg) Yes  No \_\_\_ Dimensions proposed: **30" x 36" H.**

**Proposed awning?** Yes \_\_\_ No  Is awning backlit? Yes \_\_\_ No \_\_\_  
 Height of awning: \_\_\_\_\_ Length of awning: \_\_\_\_\_ Depth: **7.5'**  
 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):** **NONE**  
 Freestanding (e.g., pole) sign? Yes \_\_\_ No \_\_\_ Dimensions: \_\_\_\_\_  
 Bldg. wall sign? (attached to bldg) Yes \_\_\_ No \_\_\_ Dimensions: \_\_\_\_\_  
 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](http://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: <b>Alan Holt</b>	Date: <b>4/28/09</b>
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4/27/09  
 I give my permission for the above detailed sign to be installed - Elizabeth Graves (831 3237)

This is not a permit; you may not commence ANY work until the permit is issued.

\$ = 15  
 30  
 45  
 7.5 x 2 = 15  
 15 x 3 = 45  
 5% = 46 x 2 = 1150  
 APR 28 2009

# 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. ~~N/A~~ **NOT APPLICABLE**
- 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.

~~N/A~~ Certificate of flammability required for awning or canopy. ~~N/A~~

~~N/A~~ A UL# is required for lighted signs at the time of final inspection.

- Pre-application questionnaire completed and attached.

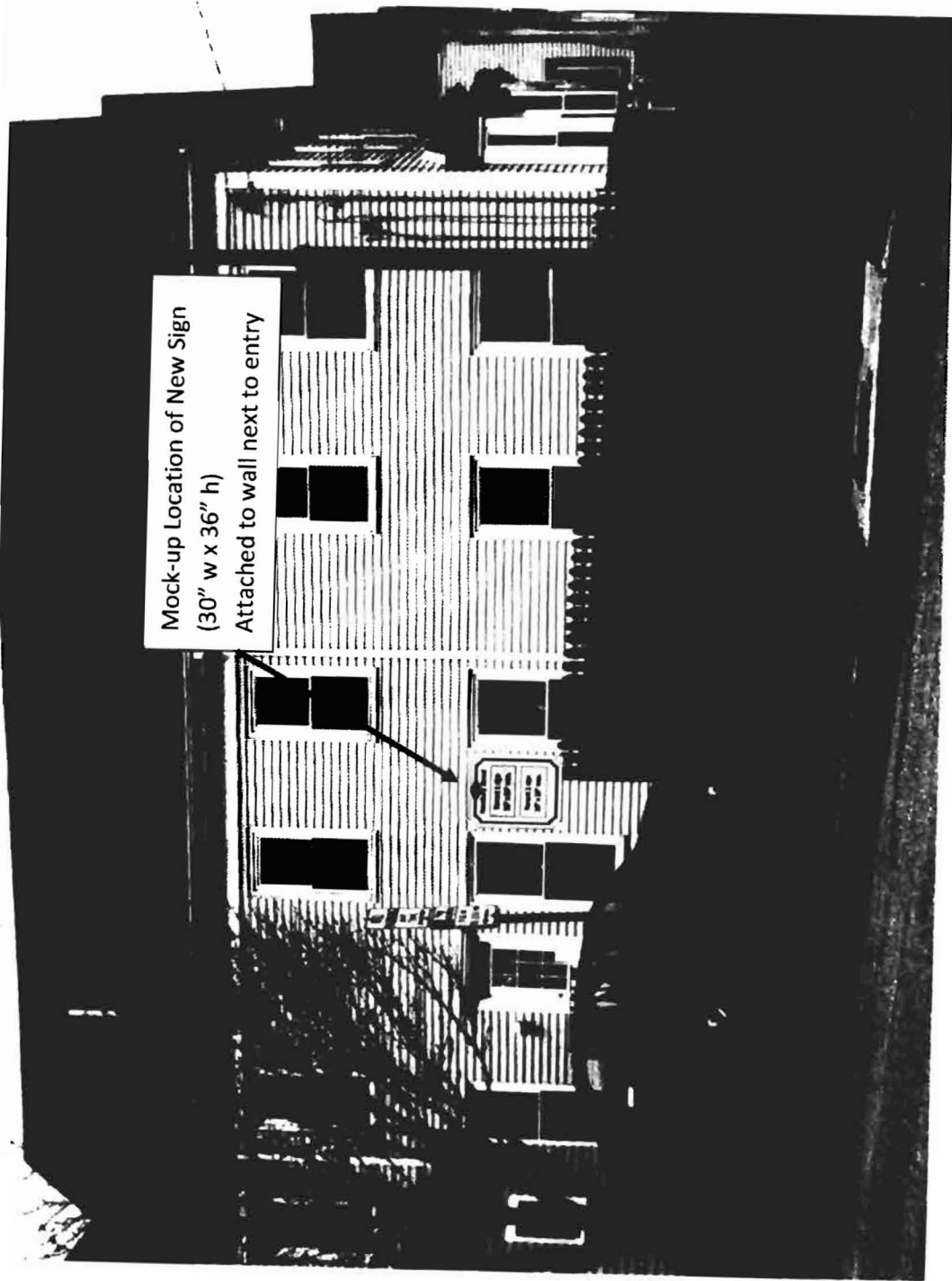
~~NONE~~ Photos of existing signage

- Details for sign fastening, attachment or mounting in the ground. **ATTACHED TO WALL OF BUILDING W/ ANCHOR BOLTS**

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.



Mock-up Location of New Sign  
(30" w x 36" h)  
Attached to wall next to entry

# Jonathan Clark

Graphics / Photography / Image Creation  
Print Production / Vinyl Signage

73 Ocean House Rd.  
Cape Elizabeth, ME 04107  
207.799.5192  
jfc4711@maine.rr.com

Alan Holt  
Community Design Studio  
17 Chestnut Street  
Portland, ME 04101  
(207) 761-4232

4/24/09

Proposal for Building Sign at 97 Newbury Street....

Alan:

As at this point I don't know what graphics are wanted for the Tenant Signs, I'll just estimate those. Some aspects of this proposal may require further discussion. Lets discuss to ensure sure you're happy with all elements and design before the start of any construction.

### Base Sign for 97 Newbury St.:

- 30" x 36" Composite Panel over wooden frame. 3 colors vinyl per art shown below... \$145.00

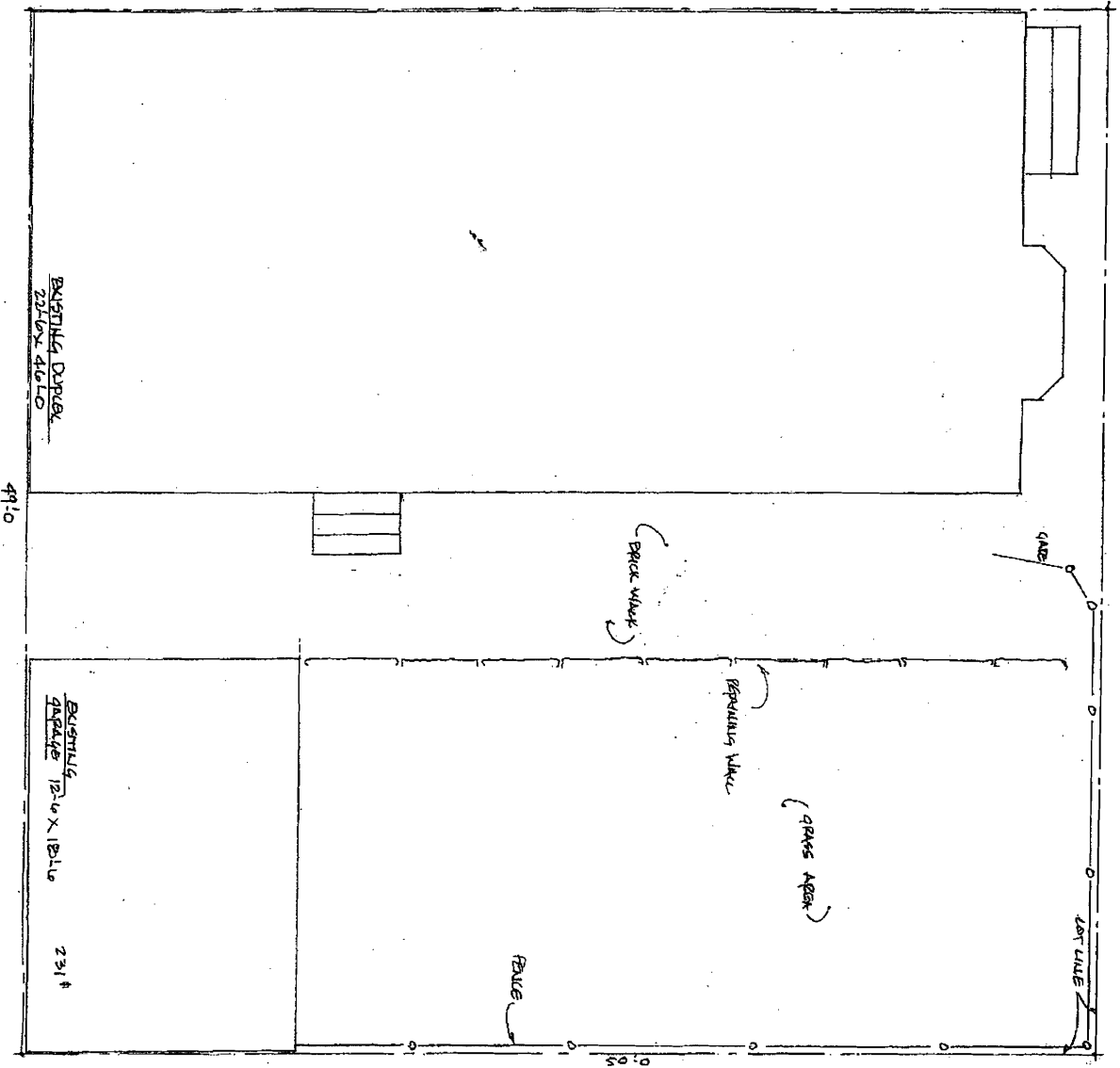
### Tenant Signs (2):

- 20" x 10" White Enameled Panels screwed to base. 2 colors vinyl (art to come)  
Estimated @ \$60 each panel... \$120.00
- Installation of complete sign at 97 Newbury (if elected)... \$50.00

Total... \$315.00







SITE PLAN  
SCALE 1/8" = 1'-0"

97 NEWBURY STREET, DUPLEX ROBERTSON WALK		Date	9-11-06
SITE PLAN		Scale	1/8" = 1'-0"
Richard H. Campbell, Inc. 30 Freedom Park Tel: (207) 848-0871 Fax: (207) 848-0844 Bangor, Maine 04401 Construction Management Residential - Interior - Commercial Architect - Town Planner		Project	10P3
Drawn By	PKC	Sheet No.	1
Checked By			

Parking

