

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK  
**CITY OF PORTLAND**

Please Read  
 Application And  
 Notes, If Any,  
 Attached

BUILDING DEPARTMENT

**PERMIT**

Permit Number: 050305

This is to certify that Marginal Way Properties Inc. dba Kraft  
 has permission to Install 1 illuminated 48 sf sign  
 AT 211 Marginal Way 024 C001001

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 when permission is procured before this building or part thereof is laid or closed-in. **HEAVY 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

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: 05-0305	Issue Date:	CBL: 024 C001001
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Location of Construction: 211 Marginal Way	Owner Name: Marginal Way Properties Inc	Owner Address: 87 Sea Meadows Ln	Phone:
Business Name:	Contractor Name: NeoKraft Signs	Contractor Address: 686 Main St. Lewiston	Phone 2077829654
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B5

Past Use: Commercial	Proposed Use: Commercial install 1 illuminated 48 sf sign	Permit Fee: \$126.00	Cost of Work: \$126.00	CEO District: 1
		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: Type:	

Proposed Project Description: Install 1 illuminated 48 sf sign	Signature:	Signature:
<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b>		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature:	Date:	

Permit Taken By: dmartin	Date Applied For: 03/24/2005	<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"/> Date:	<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 Date:
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**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



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

*Lee Urban- Director of Planning and Development  
Marge Schmuckal, Zoning Administrator*

March 29, 2005

Shane Moffett  
Neokraft Signs, Inc.  
686 Main Street  
Lewiston, ME 04024

RE: 211 Marginal Way – 024-C-001 – B-5 Zone – Application #05-0305

Dear Shane,

I am in receipt of your sign application to add a third building sign for the UPS Store business located at the above location. Your permit is being denied because it is not meeting the B-5 Zone sign requirements. Table 2.8 of the sign ordinance allows only one sign per tenant unless that individual tenant fronts on more than one street. The UPS Store tenancy fronts on only one street, Marginal Way. This office has allowed their frontage signage to be split in order to have signage over the main side entry. The rear of their tenancy does not abut a street and is therefore not entitled to have signage on the rear of their building.

Presently there is also a panel sign for the UPS Store on the common free standing sign located on the corner of Marginal Way and Franklin Arterial.

If you have any questions regarding this matter, please do not hesitate to call. It is possible to get a refund of your fee. The City usually holds back 10%. It will be necessary to bring in your original receipt to the front inspections desk to request a refund.

Very truly yours,

Marge Schmuckal  
Zoning Administrator

Cc: Deb Andrews, Planning  
File

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE PERMIT IS ISSUED

## SIGNAGE APPLICATION

THIS IS NOT A PERMIT  
CONSTRUCTION CANNOT NOT COMMENCE UNTIL THE PERMIT IS ISSUED

In the interest of processing your application in the quickest possible manner, please complete the information below Building or Use Permit.

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

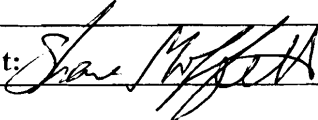
Location/Address of Construction: <u>211 Marginal Way</u>		
Total Square Footage of Proposed Structure <u>48 sq. feet</u>	Square Footage of Lot <u>29,897.89 sq. ft. - See plot plan</u>	
Tax Assessor's Chart, Block & Lot Number Chart# <u>24</u> Block# <u>C</u> Lot# <u>001</u>	Owner: <u>Tranum B Company</u> <u>555 Washington St.</u> <u>Wellesley, MA 02482-5948</u>	Telephone #: <u>781-237-3677</u>
Lessee/Buyer's Name (If Applicable) <u>LSV III LLC</u> <u>Gerard Vaillancourt</u> <u>d/b/a THE UPS Store #0279</u>	Owner's/Purchaser/Lessee Address: <u>235 Bear Hill Rd, Suite 302</u> <u>Waltham, MA 02451</u> <u>781-890-6245</u>	Total s.f of signs <u>48</u> x <u>\$2.83</u> = <u>\$136.00</u> , plus \$30.00 TOTAL <u>\$166.00</u>
Current use: <u>retail</u>	Proposed use: <u>retail</u>	
Project description: <u>Install (1) 3'-16' single-faced internally illuminated aluminum wall sign.</u>		
Applicants Name, Address & Telephone: <u>Neokraft Signs, Inc.</u> <u>686 Main St.</u> <u>Lewiston, ME 04240</u> <u>207-782-9654</u>		
Contractor's Name, Address & Telephone: <u>Neokraft Signs, Inc.</u> <u>686 Main St.</u> <u>Lewiston, ME 04240</u> <u>207-782-9654</u>		
Who shall we contact when the permit is ready: <u>Shane Moffett - Neokraft Signs, Inc.</u> Telephone: <u>207-782-9654</u>		
If you would like it mailed, what mailing address should we use: <u>686 Main St.</u> <u>Lewiston, ME 04240</u>		

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE  
PERMIT IS ISSUED

If the property is located in a HISTORIC DISTRICT, a separate sketch is required indicating design, dimensions, construction materials and source of illumination if any. A photograph of the building façade should be submitted, showing where each sign is to be installed.

Certification

*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: 	Date: 3-15-05
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Sign Permit Fee: \$30.00 plus \$1.00 per square foot.

*A building permit is also required for any awning based on cost of work-\$30.00 for the first \$1,000.00 and \$6.00 for each additional \$1,000.00*

**BY FILLING OUT THIS APPLICATION IS DOES NOT MEET THAT  
YOU WILL BE APPROVED FOR THE AMOUNT OF SIGNAGE YOU  
ARE APPLYING FOR**

**IT IS SUGGESTED THAT YOU DO NOT ORDER ANY SIGNAGE UNTIL  
YOU HAVE RECEIVED YOUR SIGN PERMIT THAT HAS BEEN  
SIGNED BY THE BUILDING, ZONING AND POSSIBLE HISTORICAL  
OFFICIALS OF THIS OFFICE**

## Side Walk Signs Design/Location/Construction Standards

### Quantity

One sign per establishment for each street frontage having a public entrance provided that all dimension and location standards are met. When standards would not otherwise permit a sign, a sign may consist of multiple listings.

### Sign Dimensions

Single listing: Maximum width – 24 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flow. Maximum height – 40 inches to top of sign in place. Minimum height 30 inches to top of sign in place.

Multiple: Maximum width – 30 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flow. Maximum height – 4- inches to top of sign in place. Minimum height 30 inches to top of sign in place.

### Location

Minimum distance between signs – 20 feet. Maximum distance of sign from public entrance of advertiser 20 feet. The City may vary these distances for exceptional physical circumstances where public safety and streetscape aesthetics will be maintained. However, under no circumstances shall signs obstruct vehicular stops, benches, fire hydrants, or other street visual amenities. Signs shall be located near the curb rather than the building face.

### Materials and Graphics

All signs shall be of an A-Frame type design, shall be constructed of durable, weather-resistant materials and finish, shall have no moving parts, and shall be non-electrified. All signs shall be maintained in a clean and original appearance. Sign materials, graphics, and finish shall be of a unified design and shall be compatible with the local streetscape. All signs shall have horizontal braces spanning each side of the sign to assure rigid support. Lettering shall be legible and consistent.

### Sign Removal

All signs shall be removed when the business is closed or while any snow or ice exists on the walk within eight feet of the sign in any direction.

### Insurance

No permit shall be issued unless the applicant has posted in advance with the City a suitable public liability insurance certificate in an amount adequate to protect the City.

### Enforcement

A sign may be removed after notice to the owner and the permit, if issued, may be revoked if the sign does not conform to the standards herein.

For permit come to City Hall 389 Congress Street room 315 with:

- ✓ 1. Certificate of liability insurance
- ✓ 2. Drawing of sign showing dimensions
- ✓ 3. Payment of .20 per sq. ft. plus \$30.00

SIGNAGE PRE-APPLICATION

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 211 Marginal Way ZONE: B-5

OWNER: Tranum & Company, 555 Washington St., Wellesley, MA 02482-5948

APPLICANT: Neokraft Signs, Inc. 686 Main St., Lewiston, ME 04240

ASSESSOR NO. \_\_\_\_\_

PLEASE CIRCLE APPROPRIATE ANSWER

SINGLE TENANT LOT? YES  NO  *There is a sign on the free standing*  
MULTI-TENANT LOT?  YES  NO *Sign*  
FREESTANDING SIGN? (ex. Pole Sign) YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_  
MORE THAN ONE SIGN? YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_  
SIGN ATTACHED TO BLDG.?  YES  NO DIMENSIONS 3'-16'  
MORE THAN ONE SIGN?  YES  NO DIMENSIONS more than 2 bldg signs  
AWNING: YES  NO  IS AWNING BACKLIT? YES  NO  HEIGHT OFF SIDEWALK \_\_\_\_\_  
IS THERE ANY MESSAGE, TRADEMARK OR SYMBOL ON IT? \_\_\_\_\_

LIST ALL EXISTING SIGNAGE AND THEIR DIMENSIONS:

$3 \times 16 = 48 \text{ ft}^2$

\*\*\* TENANT BLDG. FRONTAGE (IN FEET): See plot plan and drawing

\*\*\* REQUIRED INFORMATION

AREA FOR COMPUTATION

YOU SHALL PROVIDE:

A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE EXISTING AND NEW SIGNAGE IS LOCATED MUST BE PROVIDED. SKETCHES AND/OR PICTURES OF PROPOSED ARE ALSO REQUIRED.

SIGNATURE OF APPLICANT: Shane Moffett

DATE: 3-15-05

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PERMIT IS ISSUED

Please check off the following indicating that you have included the below items to expedite the process of this sign application:

- "Certification of Liability" listing the City additionally insured if any portion of the sign abuts or encroaches on the public right of way, or can fall into the public right of way
- Letter of permission from the owner

**A sketch plan indicating the following:**

- Drawing of the property showing all dimensions of the lot
- Location of all buildings and property setbacks from all buildings
- Driveways and abutting streets showing street frontage and any right of ways
- Indicate on drawing the dimensions of all buildings on the lot
- Define in footage the frontage of your business front
- Indicate on drawing of existing signage and dimensions of each sign
- Indicate on drawing all proposed signage and dimension of each sign
- Sign area height and setback of each existing and proposed freestanding sign
- Certification of flammability required for awning/canopy at time of application
- UL # required for lighted signs at the time of Final Inspection. Failure to provide this information will invalidate the Sign Permit.

The Provisions of Section 3102.0 of the City's Building Code "The BOCA National Building Code 1999 edition" shall govern the construction, alteration, repair and maintenance of outdoor signs together with the associated appurtenant and auxiliary devices in respect to structural and fire safety. In accordance to section 3102.4.4 of BOCA construction documents and owners consent is all follows; "Before any permit is issued for the erection of a sign, Construction Documents shall be filed with the code official showing the dimensions, materials and required details of construction, including loads, stresses and anchorage. The applications shall be accompanied by the written contract of the owner or lessees of the premises upon which the sign is to erected. NO PERMIT CAN OR WILL BE ISSUED UNLESS THIS INFORMATION IS SUBMITTED AND APPROVED BY THE INSPECTIONS OFFICE.

**ELECTRICAL SIGNAGE PERMITS/RESPONSIBILITIES**

All sign companies or any persons engaged in the installation, interchange or maintenance of signage in the City of Portland must have the Electrician or Electrical Contractor who provided power to the sign(s) or associated equipment apply for an electrical permit in the Inspections Office.

It is the responsibility of your company to contact your sub-contractor or the owner to inform them of this policy. Whether your company does the final connections, which requires a valid Maine Electricians License or your sub contractor provides this service; permits and inspections shall be required.

Failure to comply with this procedure may result in the denial of sign permits by this office for your company or its representation to install or interchange any future signage in the City of Portland.



## INFORMATION REQUIREMENTS FOR SIGN PERMIT APPLICATION

Applicants for a sign permit will be asked to submit the following information to the Code Enforcement Office:

- ✓ 1. Proof of insurance
- ✓ 2. Letter of permission from the owner
- ✓ 3. A sketch plan of lot, indicating location of buildings, driveways and any abutting streets or right of ways. Lengths of building frontages and street frontages should be noted. (see attached)
- ✓ 4. Indicate on the plan all existing and proposed signs
- ✓ 5. Computation of the following:
  - ✓ A) Sign area of each existing and proposed building sign
  - ✓ B) Sign area height and setback of each existing and proposed freestanding sign.
- ✓ 6. A sketch of any proposed sign(s), indicating dimensions, materials, source of illumination and construction method (see attached).
7. Certificate of flammability required for awning/canopy at time of application.
8. UL # required for lighted signs at the time of application.
9. **You must have complete structural details (i.e. showing all connections to buildings and footing details) Specifics required or your permit may be held up**  
**Fee for permit - \$30.00 plus \$1.00 per square foot**  
**Fee for awning based on cost of work - \$30.00 for the first \$1,000.00, \$6.00 for each additional \$1,000.00.**

**NOTE:** Once a sketch plan has been filed for a property, the code enforcement office will keep a record of the plan so that a new sketch plan will not be required for later changes to signage on the property. In such an instance, applicants will only be required to submit information applicable to the new sign.

Table 2.8 Sign Regulations by Zone

**Downtown Business (B-3), Urban Commercial (B-5), Waterfront Central (WC) and Waterfront Special Use (WSU) Zones**

\* Signs located on individual landmark properties or within historic districts, P.A.D. overlay districts or P.A.D. encouragement areas shall, in addition to the provisions herein, be subject to article IX of this Code or the downtown urban design guidelines, as applicable. Where the design guidelines are more restrictive than these regulations, the design guidelines shall supercede the otherwise applicable dimensional standards.

\* Freestanding signs shall be allowed only if the front facade of the building (or individual tenant's/tenant's frontage in the case of a multi-tenant building) is set back a distance of at least 20 feet from either of the front facades of the abutting buildings (or other tenants' frontage in the same multi-tenant building).

Freestanding Signs \* See restrictions on Penn State

	Single & Multi-tenant Buildings
Area	16 sq. ft.
Height	6 ft.
Minimum Setback	5 ft.
# Freestanding signs per lot	1 per abutting street

**Building Signs**

	Single Tenant Buildings	Multi-Tenant Buildings	
		Bldg. ID Sign and/or Upper Floor Tenant Signs	Ind. Ground Floor Tenant Signs
Maximum cumulative permitted area of all building signs	na	na	na
Sq. ft. per linear ft. of bldg. facade on which sign will be placed	2 sq. ft.	na	2 sq. ft. per ft. of tenant's building frontage
Maximum % of wall area on which sign(s) is(are) to be placed	na	5%	na
# bldg. signs permitted per lot	1 per facade + 1	1 per facade + 1 per tenant	1 per tenant (a)

(a) If individual tenant fronts on more than one street, one additional building sign is permitted for each additional frontage.

TRANUM & COMPANY  
INVESTMENT · DEVELOPMENT · MANAGEMENT

In Boston  
555 Washington Street  
Wellesley, MA 02482-5948  
Telephone 781.237.3677  
Facsimile 781.237.7657

In St. Thomas  
Post Office Box 600137  
St. Thomas, USVI 00801 6137  
Telephone 340.777.5259  
Facsimile 340.777.5759

*Jltranum@aol.com*

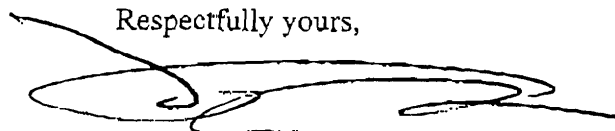
March 1, 2005

City of Portland  
389 Congress Street  
Portland, ME 04101

To Whom It May Concern:

I, Joel Trantum, am the landlord of the property known as Bayside East, located at the intersection of Marginal Way and Franklin Street, using the address of 211 Marginal Way, Portland, 04101. I am aware of the desire of one of the tenants located in my property, The UPS Store, to erect an exterior 'cabinet sign' on the above referenced building. I write to inform the City of Portland that I would permit The UPS Store to erect such a sign providing only that it complies with the applicable ordinances of the City of Portland.

Respectfully yours,



Joel Trantum, President  
Marginal Way Properties, Inc

cc: J. Vaillancourt  
P. Plumb

02/17/2005 17:07 781-890-4203

LSV INC

# CERTIFICATE OF LIABILITY INSURANCE

OP ID  
LSV-LLCDATE (MM/DD/YY)  
10/06/04

PRODUCER  
Pack and Ship  
JoeMaxGreen Insurance Concepts  
650 E. Devon Ave. Suite 154  
Itasca IL 60143-1251  
Phone: 630-467-2620 Fax: 630-467-0708

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

## INSURERS AFFORDING COVERAGE

INSURED

LSV III, LLC.  
dba The UPS Store #0279 & 4137  
235 Bear Hill Rd. Ste. 302  
Waltham MA 02451

INSURER A: CNA  
INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:

## COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	2074558186	10/16/04	10/16/05	EACH OCCURRENCE	\$ 1000000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 300000
	<input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 10000
	<input checked="" type="checkbox"/> Business Owners				PERSONAL & ADV INJURY	\$ 1000000
					GENERAL AGGREGATE	\$ 2000000
					PRODUCTS - COMP/OP AG	\$ 2000000
					GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	
A	AUTOMOBILE LIABILITY	2072271949	10/16/04	10/16/05	COMBINED SINGLE LIMIT (Ea accident)	\$ 1000000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY					
	<input type="checkbox"/> ANY AUTO					
A	EXCESS LIABILITY	2074558186	10/16/04	10/16/05	EACH OCCURRENCE	\$ 1000000
	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE					\$
	<input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	2074558205	10/16/04	10/16/05	WC STATU-TORY LIMITS	OTHR-ER
					E.L. EACH ACCIDENT	\$ 1000000
					E.L. DISEASE - EA EMPLOYEE	\$ 1000000
					E.L. DISEASE - POLICY LIMIT	\$ 1000000
A	OTHER	2072271949	10/16/04	10/16/05	LOC 1	113568
	Business Owners				LOC 2	108160

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Additional Insured Where Required By Contract Or Agreement In Favor Of  
Certificate Holder

CERTIFICATE HOLDER

Y

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

CITY/ST

City of Portland  
389 Congress Street  
Portland ME 04101

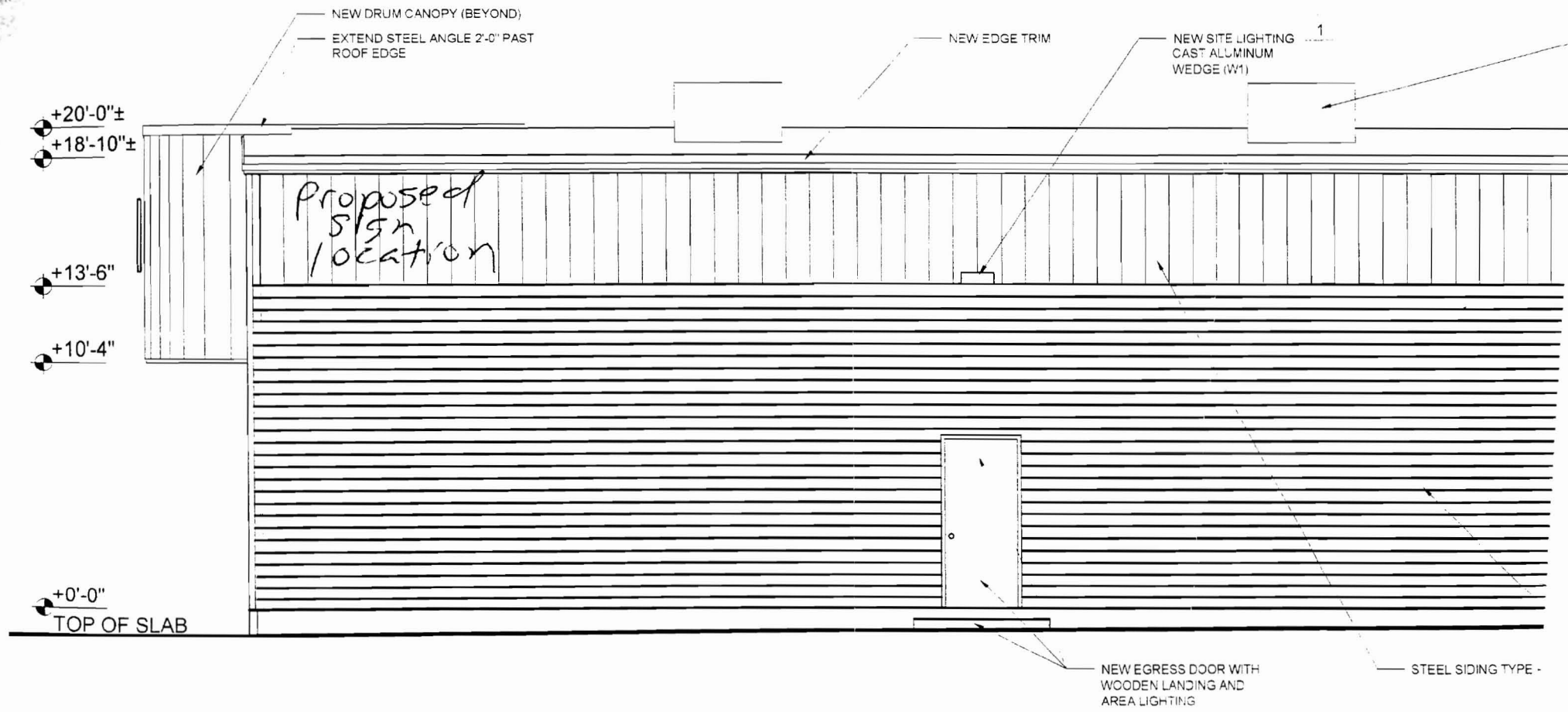
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Joe Max Green*

CORD 25-S (7/97)

© ACORD CORPORATION 1988



2 EAST ELEVATION  
A2-2 / 1/4" = 1'-0"

**INFORMATION FOR SIGN PERMIT IN PORTLAND MAINE**

Address of Store: 211 Marginal Way, Portland, ME 04101  
Tel: (207) 761-0173  
Fax: (207) 761-2406

Size of Structure: 6,900 square feet, see attached plot plan.  
Three tenants. The UPS store uses 2,100 of it.

Size of Total parcel: 29,897.89 square feet, see attached plot plan

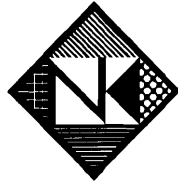
Owner: Joel Tranum  
Tranum & Company, Inc.  
555 Washington Street  
Wellesley, MA 02482  
Tel: (781) 237-3677  
Fax: (781) 237-7657  
E-mail: [JTRANUM@aol.com](mailto:JTRANUM@aol.com)

Leesee: LSV III, LLC (franchisee)  
Contact Person: Gerard Vaillancourt  
dba: The UPS Store # 0279  
Offices at: 235 Bear Hill Road, Suite 302  
Waltham, MA 02451  
Tel: (781) 890-6245  
Fax: (781) 890-4203  
E-mail: [ME164@theupsstore.com](mailto:ME164@theupsstore.com)

Certificate of Insurance for "The City of Portland": Attached

Drawing of the sign: Attached (3 feet x 16 feet)  
Existing cabinet is 7 inches deep

Questions: Do you need elevation drawings? Photographs of existing side? Do they need to know what we have for signs now? Photographs of them?



# Neokraft

Neokraft Signs Inc.  
686 Main Street  
Lewiston, Maine 04240  
Telephone: 207.782.9654  
Facsimile: 207.782.0009  
1.800.339.2258  
<http://www.neokraft.com>

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<b>Transmittal to</b>	CITY OF PORTLAND	<b>Date</b>	03.18.2005
	INSPECTIONS	<b>Job No.</b>	3484
	389 CONGRESS STREET	<b>Re.</b>	UPS STORE
	PORTLAND, ME 04101		MAIL

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<b>Item</b>	<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Hand Delivered	<input type="checkbox"/> Under separate cover	
	<input checked="" type="checkbox"/> Shop Drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Samples	<input type="checkbox"/> Specifications
	<input checked="" type="checkbox"/> Copy of letter	<input type="checkbox"/> Change Order	<input type="checkbox"/> Other	
	<b>Copies</b>	<b>Date</b>	<b>No.</b>	<b>Description</b>
	1 set	03.17.2005	3484	(1) COMPLETED SIGN AND ELECTRICAL PERMIT APPLICATIONS WITH INSURANCE CERTIFICATE, PLOT PLAN, ENGINEERED DRAWING, AND LANDLORD CONSENT LETTER FOR THE UPS STORE LOCATED ON 211 MARGINAL WAY.
	1		7587	CHECK NUMBER 7587 IN THE AMOUNT OF \$171.00; \$126.00 FOR SIGN PERMIT; \$45.00 FOR AN ELECTRICAL PERMIT.

---

<b>Purpose</b>	<input checked="" type="checkbox"/> For approval	<input type="checkbox"/> No exception taken	<input type="checkbox"/> Rejected
	<input checked="" type="checkbox"/> For your use	<input type="checkbox"/> Make corrections noted	<input type="checkbox"/> Review and comment
	<input type="checkbox"/> As requested	<input type="checkbox"/> Revise and resubmit	<input type="checkbox"/> Other

---

**Remarks** Please review the enclosed sign and electrical permit applications and if approved please go ahead and mail them to my attention. If you have any questions feel free to call me anytime.

**Copy to**

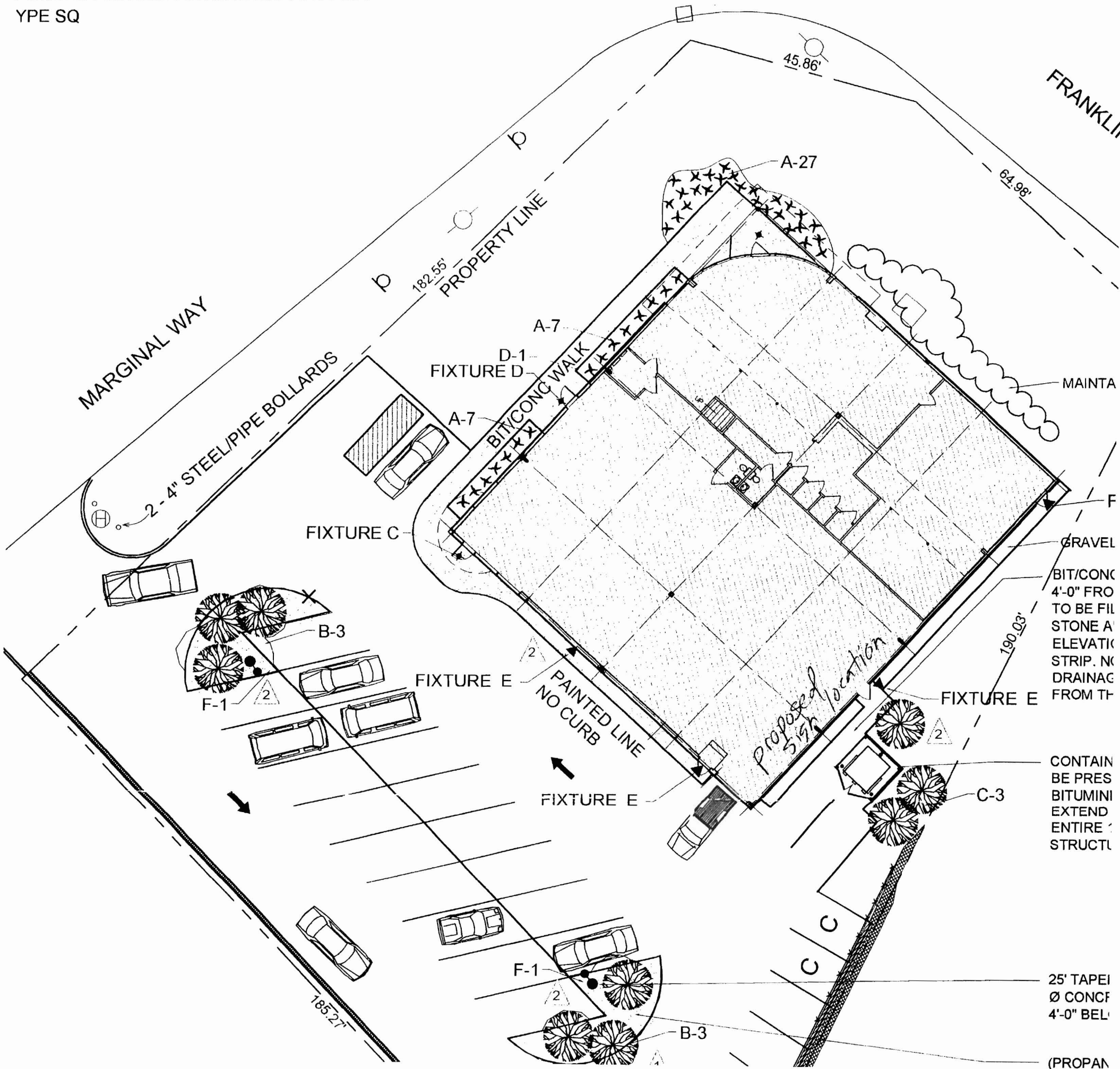
**From SHANE MOFFETT**

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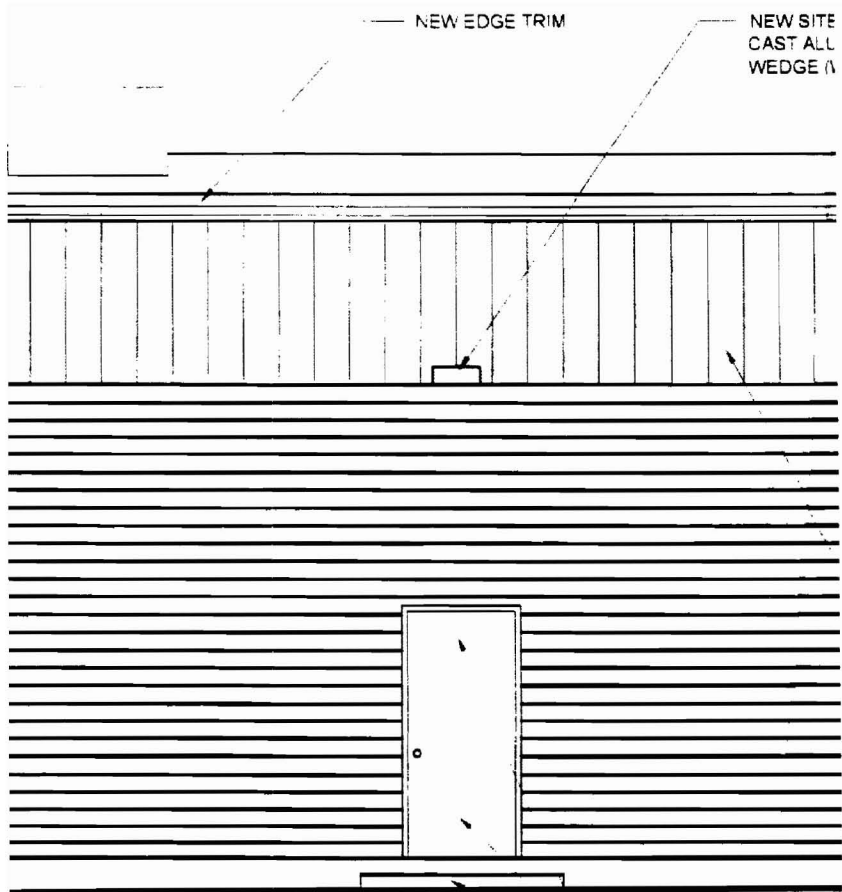
If enclosures are not as noted kindly notify us at once.

OFFICE:\CLERICAL\TEMPLATES\TRANSMITTAL FORM.DOT

LAYOUT PLAN FOR FIXTURES D, E, AND F  
 ARCHITECTURAL LANDSCAPE LIGHTING AL-05 SERIES  
 ALL EQUAL . SINGLE FIXTURE 250 WATT MH  
 TYPE SQ







ALUMINUM CABINET

WHITE TRANSLUCENT LEXAN FACE WITH  
TRANSLUCENT GRAPHICS



**Neokraft**  
S I G N S

Neokraft Signs Inc.  
686 Main Street  
Lewiston, Maine 04240  
Telephone: 207.782.9654  
Facsimile: 207.782.0009  
1.800.339.2258  
<http://www.neokraft.com>

Custom Sign Fabrication

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SIGN

FLUSH TO METAL FASCIA

WOOD SPANNERS BEHIND  
SHEETROCK/6" STEEL STUD WALL

ANODIZED ALUMINUM PLATED STEEL THREADED  
ROUGH-BOLTED CONNECTION  
ANODIZED ALUMINUM PLATED STEEL NUTS AND

1/2" x 1/4" STEEL ANGLES AS  
ANCHORING SHOES, TOP & BOTTOM OF



PHOTO-COMPOSITE  
NOT TO SCALE

**UPS Store**  
**3484**

Location: 211 Marginal Way  
Portland, ME

Drawing No.: 1 of 1

Drawn by: DS

Date: 03.17.2005

Gen Ref.: