

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

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

<b>Permit No:</b> 10-0356	<b>Issue Date:</b>	<b>CBL:</b> 024 C010001
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<b>Location of Construction:</b> 1 Wilmot St	<b>Owner Name:</b> Somerset Development Llc	<b>Owner Address:</b> One Canal Plaza	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b>	<b>Contractor Address:</b>	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Signs - Temporary	<b>Zone:</b> B-7

<b>Past Use:</b> Commercial / Vacant Land	<b>Proposed Use:</b> Vacant Land / Erect 4' x 6' freestanding sign	<b>Permit Fee:</b>	<b>Cost of Work:</b> \$0.00	<b>CEO District:</b> 1
<b>Proposed Project Description:</b> Erect 4' x 6' freestanding sign		<b>FIRE DEPT:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: N/A Type: Sign IBC-2003 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: _____		

<b>Permit Taken By:</b> gg	<b>Date Applied For:</b> 04/12/2010	<b>Zoning Approval</b>	
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<b>Special Zone or Reviews</b> <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: 4/27/10	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input checked="" type="checkbox"/> Approved w/condition see attachment <input type="checkbox"/> Denied Date: 4.30.10	<b>Historic Preservation</b> <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: [Signature]
	<p><i>to planning to review under section 14-368.5.g using 14-526(a)(22)</i></p>		

**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

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<b>Permit No:</b> 10-0356	<b>Date Applied For:</b> 04/12/2010	<b>CBL:</b> 024 C010001
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<b>Location of Construction:</b> 1 Wilmot St	<b>Owner Name:</b> City of Portland	<b>Owner Address:</b> 389 Congress St	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> The Signery	<b>Contractor Address:</b> 7 Lincoln Dr Scarborough	<b>Phone:</b> (207) 879-7700
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Signs - Temporary	

<b>Proposed Use:</b> Vacant Land / Erect 4' x 6' freestanding sign	<b>Proposed Project Description:</b> Erect 4' x 6' freestanding sign
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<b>Dept:</b> Zoning	<b>Status:</b>	<b>Reviewer:</b> Marge Schmuckal	<b>Approval Date:</b> 04/27/2010
<b>Note:</b>			<b>Ok to Issue:</b> <input type="checkbox"/>
<b>Dept:</b> Building	<b>Status:</b> Pending	<b>Reviewer:</b> Jeanine Bourke	<b>Approval Date:</b>
<b>Note:</b>			<b>Ok to Issue:</b> <input type="checkbox"/>
1) This is a temporary sign and shall be removed 1 year from the date of approval			
2) Signage Installation to comply with Chapters 31 & 32 of the IBC 2003 building code.			
<b>Dept:</b> Planning	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Shukria Wiar	<b>Approval Date:</b> 04/30/2010
<b>Note:</b>			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
1) The sign shall be erected for one year from the date of approval, after which time it shall be removed.			
2) The applicant shall obtain a license from the City of Portland for the freestanding sign.			
3) The sign shall be setback ten (10) feet from the edge of the street.			

**Comments:**

4/12/2010-gg: Sign request from Alex Jagerman, fee waived. (project partner). /gg

4/13/2010-mes: This needs review under 14-368.5.g because it is larger than what the B-7 Zone allows. - Also does it need to show insurance? Does it require a license from the Manager's office to be on City land? - will bring to site plan review tomorrow.

4/27/2010-mes: I have not heard any answers to the above questions, so I e-mailed Danielle in legal and I am passing the sign review on to Shukria

5/6/2010-jmb: Sent email to Rick K. For the licensing and liability issues

8/2/2011-jmb: Going through permits on hold, emailed Rick K. Again about the liability insurance and license to be placed on city property. Per Rick's email, sign was temporary for a year, this time frame has expired.

## Jeanie Bourke - Re: Bayside Trail sign permits

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**From:** Rick Knowland  
**To:** Jeanie Bourke  
**Date:** 8/2/2011 11:49 AM  
**Subject:** Re: Bayside Trail sign permits  
**CC:** Alex Jaegerman

No longer needed.

>>> Jeanie Bourke Tuesday, August 02, 2011 >>>

Yes, these are actually dated 4/12/10 for Wilmot St. and Preble St. and there are comments from Marge and Danielle that this documentation is required.

Not sure of the applicant agency, Jim Gooch is a contact, and it looks like Alex signed the application.

This may be a moot point, supposedly these signs were temporary for 1 year. Does anyone know if they are still up?????

Thanks

>>> Rick Knowland 8/2/2011 10:41 AM >>>

Jeanie, I wasn't aware there were sign applications. I assume the applicant is Portland Trails?

>>> Jeanie Bourke Tuesday, August 02, 2011 >>>

Hi Rick,

I am going through some old permits on hold and have a note for these that we were waiting for documents on liability insurance and a license for being on city property.

Did these ever come in, and if so, can you please send me a copy so I can issue these permits?

Thanks,

Jeanie



# Signage/Awning Permit Application

Temporary  
TGR

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>Adjacent to Franklin - Marginal intersection - Franklin Median</u>		
Tax Assessor's Chart, Block & Lot Chart# <u>024</u> Block# <u>N/A</u> Lot# <u>N/A</u>	Owner: <u>City of Portland</u>	Telephone: <u>874-8709</u>
Lessee/Buyer's Name (If Applicable) <u>N/A</u>	Contractor name, address & telephone: <u>City of Portland Department of Planning</u>	Total s.f. of signage x \$2.00 Per s.f. plus <del>\$30.00</del> \$65.00 For H.D. signage = Total Fee: \$ <u>Fee waived, City</u> Awning Fee = cost of work Total Fee: \$ <u>Project Partner Alex Jay</u>
Who should we contact when the permit is ready: <u>Jim GOOCH</u> phone: <u>772-7424 x 5</u>		
Tenant/allocated building space frontage (feet): Length <u>N/A</u> Height _____ Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot _____		<u>Waiver</u>
Current Specific use: <u>Median</u> If vacant, what was prior use: <u>RR Right of way</u> Proposed Use: <u>Same</u>		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: <u>4' x 6'</u> Height from grade: <u>&lt; 18"</u> Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions proposed: _____		
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>N/A</u> 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: <u>Alex Jay</u>	Date: <u>04/07/10</u>
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This is not a permit; you may not commence ANY work until the permit is issued.



Sec. 14-369.5(a)

Table 1. Permitt

See definitions following sign types in Section 14-367 of ordinance. Where indicated, see also notes at bottom of chart.

Regulations for special signs and exempt signs appear in Sections 14-370.7 and 14-371, respectively.

	R-1/R-6 IR-1/IR-3 Residential	Institutional Uses In Residential Zones (a)	RP Residence- Professional	ROS/RPZ Open Space	B-1 Neighbor- hood Business	B-2 Regional Business	AB Airport Business	B1 & rr
<b>Freestanding</b>								
- In General (b)	D	B	B	B	B	B	B	
- Residential (c)	A	A	A	na	A	A	A	
- Incidental (d)	D	A	A	A	A	A	A	
- Temporary/Portable (h)	D	D	D	D	D	B	D	
<b>Building</b>								
- Commercial Banner	D	D	D	B	B	B	B	
- Building Marker (f)	A	A	A	A	A	A	A	
- Awning	D	D	D	B	B	B	B	
- Identification (e)	A	A	A	A	A	A	A	
- Incidental (d)	A	A	A	A	A	A	A	
- Marquee (g)	D	D	D	D	D	B	B	
- Projecting	A	D	D	B	B	B	B	
- Residential (b)	A	D	A	na	A	A	A	
- Roof	D	D	D	D	D	D	D	
- Roof, Integral	D	D	D	D	D	D	D	
- Suspended (g)	A	D	D	B	B	B	B	
- Temporary (h)	D	D	D	B	B	B	B	
- Wall	A	B	D	B	B	B	B	
- Window (i)	D	D	A	A	A	A	A	
<b>Miscellaneous</b>								
- Community/Cultural Banner	D	A	A	A	A	A	A	
- Directory (j)	D	A	A	D	A	A	A	
- Flag (k)	A	A	A	A	A	A	A	
- Pennant	D	D	D	D	D	D	D	
- Portable - in City right-of-way (A-frame)	D	D	D	D	C	C	C	

Notes for Table 1 (Permitted Sign Types by Zone).

- a. This column does not represent a zoning district. It applies to institutional uses permitted under the zoning ordinance in residential zoning districts. Such uses may include, but are not necessarily limited to, churches, schools, and hospitals.
- b. The following limiting provision shall apply to freestanding signs in the B1, B2 and B3 zones on the Portland Peninsula (except for the B2 zone in the vicinity of St. John Street): Such signs shall be allowed only if the front facade of the building (or individual tenant's/tenants' 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). Notwithstanding the limitations of this section, freestanding signs shall be permitted for gas stations provided that all signage for such gas stations conform to the requirements of this division.
- c. No commercial message allowed on sign, except for a commercial message drawing attention to an activity legally offered on premises.
- d. No commercial message of any kind allowed on a sign if such message is legible from any location off the zone lot on which the sign is located.
- e. Only address and name of occupant allowed on sign.
- f. May include only building name, date of construction, or historical data on historical site.
- g. If such a sign is suspended or projects above a public right-of-way, the issuance and continuation of a sign permit shall be conditioned on the sign owner obtaining and maintaining in force liability insurance for such a sign.
- h. The provisions governing portable/temporary signs shall apply. See Section 14-370.
- i. Window signs shall be allowed without a permit and shall not be included when calculating cumulative sign area. However, in no event shall more than 50% of window area be obscured.
- j. Directory signs, freestanding or on buildings, shall be allowed without a permit and shall not be included when calculating cumulative sign area, provided the sign area for each tenant does not exceed 1.5 sq. ft.
- k. Flags used as a symbol of a government, political subdivision or other entity. Any flag not meeting this description shall be considered a banner sign or pennant and shall be subject to regulation as such.

# Bayside Trail Construction Sign Permit Application

## Franklin Arterial Location

Two 4'w x 6'h signs mounted back-to-back, secured to 4x4 posts sunk in 18" holes. Bottom edge of signs to be not more than 18" from the ground.

(Locations Approximate)

Curb cut planned as part of crossing upgrade.

Median not currently cut as shown; ROW now owned by City of Portland.

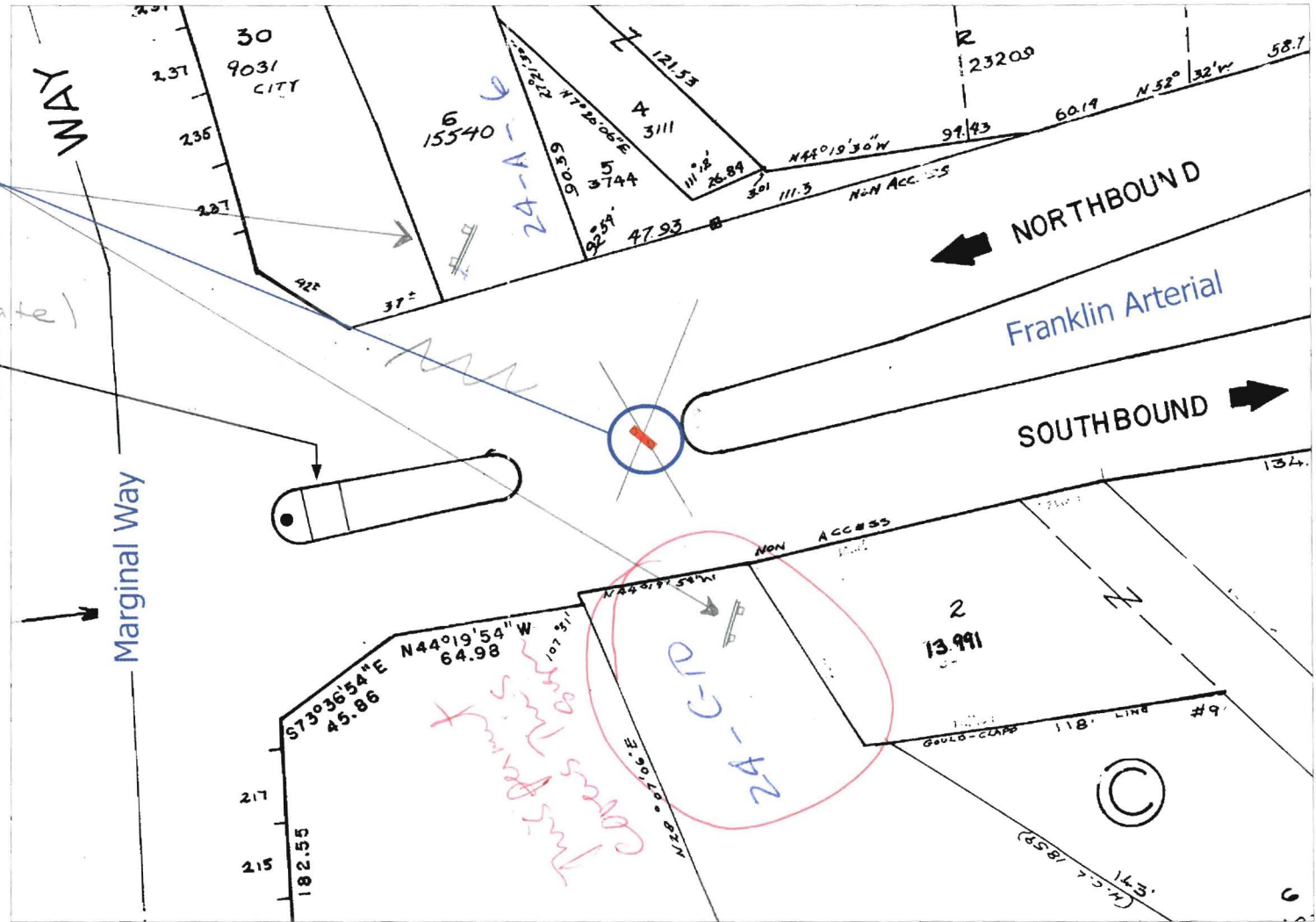
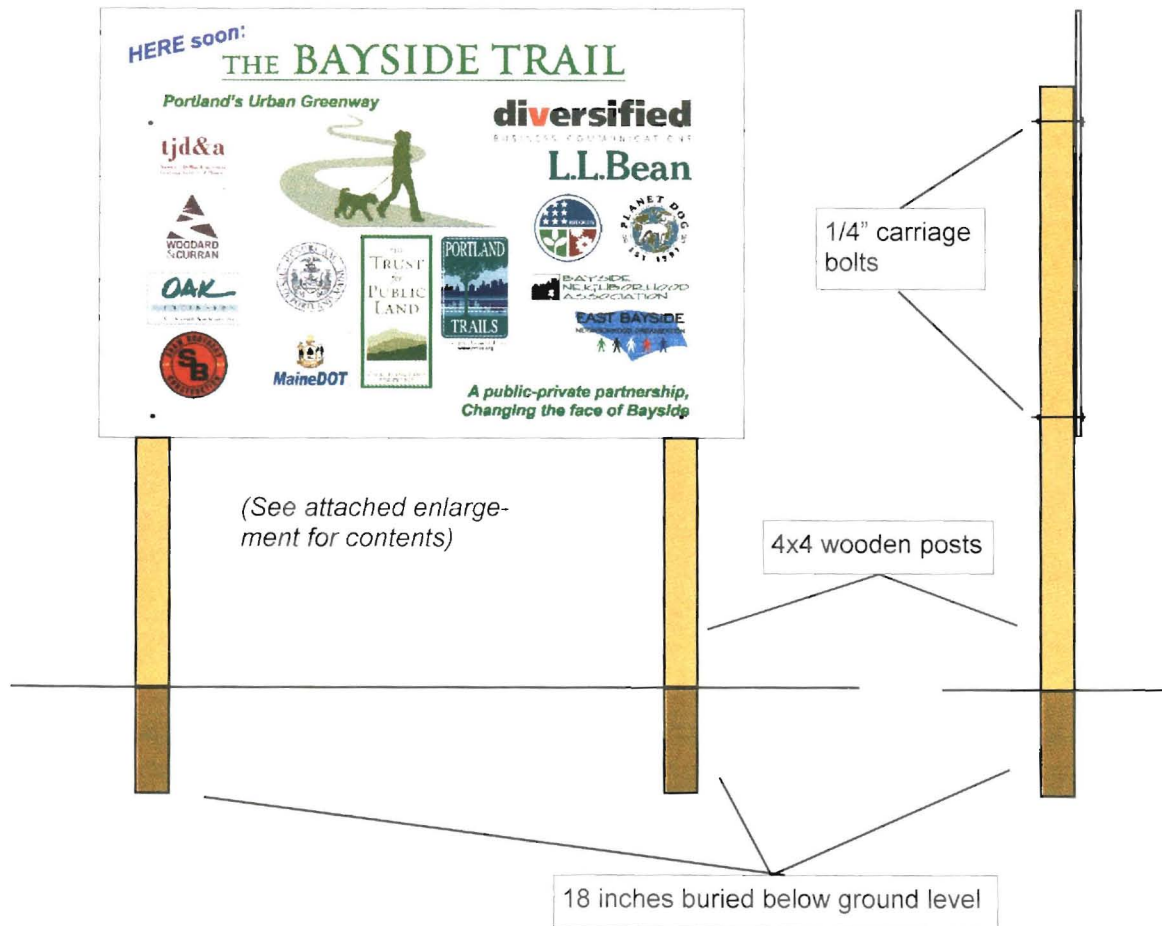


Image taken from City of Portland Assessor's Tax Map 024.

# Bayside Trail Construction Sign Permit Application

## Sketch of Proposed Sign



- Signs to be constructed of aluminum sheet or similar, so as to withstand wind and weather.
- Signs mounted to two 4x4 wooden posts, length appropriate for each site (refer to location sketches for sign heights at each location).
- Signs to be mounted with 1/4" carriage bolts or similar.
- Posts to be sunk in 18" deep holes, anchored with concrete.
- Back-to-back signs at Franklin location to share two posts.
- No illumination.
- Sketch not to scale.



HERE soon:

# THE BAYSIDE TRAIL

Portland's Urban Greenway

**tjd&a**

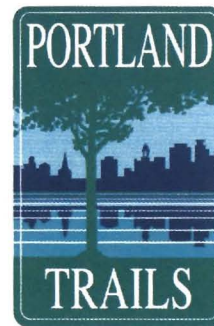
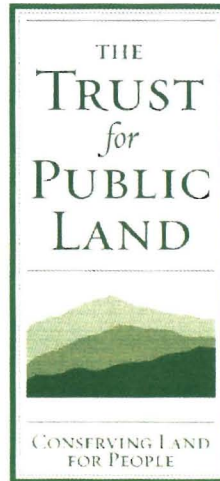
Terrence J. DeWitt & Associates  
Landscape Architects & Planners



**OAK**

ENGINEERS

Civil Engineers & Land Surveyors



A Nonprofit Urban Land Trust  
[www.trails.org](http://www.trails.org)



**diversified**

BUSINESS COMMUNICATIONS

**L.L.Bean**



**EAST BAYSIDE**  
NEIGHBORHOOD ORGANIZATION



*A public-private partnership,  
Changing the face of Bayside*



Rick -  
Where next?  
I revised the  
mediation application  
as discussed  
via email.

Alex

CATLG,

ALEX INDICATED THE  
FCG IS WAIVED BY THE  
CITY

RK

## Gayle Guertin - Bayside Trail sign

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**From:** Rick Knowland  
**To:** Gayle Guertin  
**Date:** 4/12/2010 4:12 PM  
**Subject:** Bayside Trail sign  
**CC:** Alex Jaegerman

Hi Gayle, It appears "The Signery" of Scarborough will be the sign contractor for the Bayside Trail sign. For purposes of the sign permit process, Alex or myself should be contacted for any questions regarding the permit. Thanks.

## Marge Schmuckal - Bayside Trail Sign Update

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**From:** Rick Knowland  
**To:** Alex Jaegerman; jim.gooch@tpl.org  
**Date:** 4/15/2010 8:19 AM  
**Subject:** Bayside Trail Sign Update  
**CC:** Marge Schmuckal

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Here is an update on the Bayside Trail signs. Talked to Marge yesterday. She is ready to ok the sign on the east of Franklin St. but wondered what provisions had been made for a license to use city property and any liability agreements. The sign west of Franklin St. is too big and doesn't meet zoning. Marge will be referring the sign to Shukria who will review it under the sign exception provision.



## Marge Schmuckal - signs on City property

**From:** Marge Schmuckal  
**To:** Danielle West-Chuhta  
**Date:** 4/27/2010 10:53 AM  
**Subject:** signs on City property

Danielle,  
our office has taken in 3 sign permits for the new bayside trail. They are located on the trail (City property?). The application came thru Alex Jaegerman. I guess the City is a co-sponser of the new signs.

The question is two-fold. 1) Normally our office requires insurance to show that the City will not be held liable for any injuries. Do we need something submitted for that before we issue the sign permits? 2). Because the trail signs are on City property, is there a requirement for a City Manager's license? Is there any fees for such a license? If not, maybe the City should start charging for them. It would be a revenue booster.

Thanks,  
Marge

Conditions of Approval:

1. The sign shall be setback ten (10') feet from the edge of the ~~existing sidewalk on~~  
~~Preble Street.~~ *street.*
2. The applicant shall obtain a license from the City of Portland for the freestanding sign.
3. The sign shall be erected for one year from the date of approval.

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1

## Shukria Wiar - Re: Sign Permits

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**From:** Danielle West-Chuhta (Danielle West-Chuhta)  
**To:** Wiar, Shukria  
**Date:** 4/28/2010 3:30 PM  
**Subject:** Re: Sign Permits  
**Attachments:** License-Maitenance Form.doc

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I have attached an example of a license - they need to fill in the information and that document (the license) references the insurance. They also need to provide with the finalized license - proof of insurance - which is usually a certificate which lists the City of Portland as an additional insured.

Thanks,

Danielle

>>> Shukria Wiar 4/28/2010 3:26 PM >>>

Thanks Danielle for the quick replay. I will inquire about the insurance. What do the applicant need do for the license?

Shukria

>>> Danielle West-Chuhta 4/28/2010 3:13 PM >>>

Shukria:

I contacted Marge earlier today and told her that since the signs are to be maintained and installed by Portland Trails, we should get a license and evidence of insurance from them for the signs (even though they will be located on City property). This is primarily because we need to have protection in case someone gets hurt as a result of the sign or we need them to maintain the sign in the future.

Thanks,

Danielle



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

## BUILDING INSPECTION PERMIT

Permit Number: 100356

Please Read  
Application And  
Notes, If Any,  
Attached

This is to certify that Somerset Development Llc  
has permission to Erect 4' x 6' freestanding sign  
AT 1 Wilmot St CBL 024 C010001

**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 closed-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

**EXPIRED**  
*Jamie Bourke* [Signature]  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**