

CITY OF PORTLAND, MAINE
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April 2, 2015

5 Monument Square LLC
P.O. Box 4894
Portland, Maine 04112


VIOLATION NOTICE: Unpermitted Sign on Building

To: 5 Monument Square LLC,

It has come to our attention that a sign – a large, blue, plastic “5” - was installed on the face of 465 Congress Street some time ago without the necessary permits, and is in violation of City sign regulations. As you must know, a new sign in Portland must be reviewed, and must receive a sign permit from the City prior to installation. Because 465 Congress is located within the Congress Street Historic District, a sign permit application will also be reviewed by the Historic Preservation Office.

You have the right to apply for an after-the-fact sign permit. The application will be reviewed for appropriateness under the Sign Design Guidelines and the provisions of the historic preservation ordinance. Please call this office at 756-8023 within 10 days of the date of this letter to discuss your plans for either filing a sign application or removing the non-compliant sign from the building.

Sincerely,



Robert Wiener
Historic Preservation Compliance Coordinator

Cc: Deborah Andrews, Historic Preservation Program Manager
Ann Machado, Acting Zoning Administrator
Jennifer Thompson, Associate Corporation Counsel