

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that JJR 443 CONGRESS, LLC

Located At 443 CONGRESS ST

Job ID: 2012-10-5249-SIGN

CBL: 027- B-002-001

has permission to have an A-frame sign for Planned Parenthood provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

N/A

\_\_\_\_\_  
**Fire Prevention Officer**

10/24/12

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD**

## BUILDING PERMIT INSPECTION PROCEDURES

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

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# PORTLAND MAINE

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Director of Planning and Urban Development  
Jeff Levine

Job ID: 2012-10-5249-SIGN

Located At: 443 CONGRESS ST

CBL: 027- B-002-001

## **Conditions of Approval:**

### **Zoning**

1. All sidewalk signs shall be removed when the business is closed or while any snow or ice exists on the walkway within eight feet of the sign in any direction. All sidewalk signs shall be located near the curb rather than the building face. The sidewalk shall maintain a width of no less than 4 1/2 feet of unobstructed sidewalk width perpendicular to major flows. For a single tenant listing, the maximum width is 24 inches or less if needed for the 4.5 feet of unobstructed sidewalk width. The maximum height of a sidewalk sign is 40 inches to the top of the sign in place. The minimum height of a sidewalk sign is 30 inches to the top of the sign in place.

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

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

|  |   |   |   |
|--|---|---|---|
| Job No:<br>2012-10-5249-SIGN   | Date Applied:<br>10/22/2012   | CBL:<br>027- B-002-001  |   |
| Location of Construction:<br>443 CONGRESS ST                         | Owner Name:<br>JJR 443 CONGRESS, LLC c/o<br>NORTHLAND ENTERPRISES LLC                     | Owner Address:<br>17 SOUTH ST, 3 <sup>RD</sup> FLOOR<br><br>PORTLAND, ME 04101  | Phone:<br><br>207-780-0223                                      |
| Business Name:<br>Planned Parenthood NNE                             | Contractor Name:<br>N/A   | Contractor Address:   | Phone:  |
| Lessee/Buyer's Name:<br>Megan Hannan                                 | Phone:<br>207-687-3289  | Permit Type:<br>SIGN - SDWLK - Sidewalk Sign  | Zone:<br><br>B-3  |
| Past Use:<br><br>Office  | Proposed Use:<br><br>Office – side walk sign - 37.2" x<br>23.75" - for Planned Parenthood | Cost of Work:   | CEO District:   |
|  |   | Fire Dept:<br><br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input checked="" type="checkbox"/> N/A<br><br>Signature: | Inspection:<br>Use Group:<br>Type:<br>Sign<br>Signature:<br>ASM |
| Proposed Project Description:<br>A frame sign for Planned Parenthood |   | Pedestrian Activities District (P.A.D.)<br><br>10/24/12   |   |
| Permit Taken By: Brad  |   | <b>Zoning Approval</b>  |   |

|   |   |   |  |
|---|---|---|--|
| 1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.<br>2. Building Permits do not include plumbing, septic or electrical work.<br>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. | <b>Special Zone or Reviews</b><br><input type="checkbox"/> Shoreland<br><input type="checkbox"/> Wetlands<br><input type="checkbox"/> Flood Zone<br><input type="checkbox"/> Subdivision<br><input type="checkbox"/> Site Plan<br><br><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM<br>Date: 10/24/12 ASM | <b>Zoning Appeal</b><br><input type="checkbox"/> Variance<br><input type="checkbox"/> Miscellaneous<br><input type="checkbox"/> Conditional Use<br><input type="checkbox"/> Interpretation<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><br>Date: | <b>Historic Preservation</b><br><input type="checkbox"/> Not in Dist or Landmark<br><input checked="" type="checkbox"/> Does not Require Review<br><input type="checkbox"/> Requires Review<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Approved w/Conditions<br><input type="checkbox"/> Denied<br><br>Date: ASM |
|   | <b>CERTIFICATION</b>  |   |  |

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 |

by mail 83

Entered 10/23/12

(83)



# 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.

# 2012-10-5249-526N

|   |   |  |
|---|---|--|
| Location/Address of Construction: 443 Congress St, Portland, ME   |   |  |
| Tax Assessor's Chart, Block & Lot<br>Chart# 27 Block# B Lot# 2  | Owner:<br>JJR 443 Congress, LLC c/ Northland Enterprises LLC<br>17 South Street, 3rd Floor<br>Portland, Maine 04101 | Telephone:<br>(207) 780-0223   |
| Lessee/Buyer's Name (If Applicable)<br>Planned Parenthood NNE<br>443 Congress St.<br>Portland, ME   | Contractor name, address & telephone:   | Total s.f. of signage x \$2.00 12.40<br>Per s.f. plus \$30.00<br>For I.D. signage \$75.00<br>Fee: \$ <del>25.00</del> + 25.00 = 50.00<br>Awning Fee = cost of work<br>Total Fee: \$ <del>75.00</del> 75.00 |
| Who should we contact when the permit is ready: Megan Hannan phone: 207-687-3289  |   |  |
| Tenant/allocated building space frontage (feet): Length: _____ Height: _____<br>Lot Frontage (feet) 95'-0" Single Tenant or Multi Tenant Lot Multi-tenant   |   |  |
| Current Specific use: _____<br>If vacant, what was prior use: _____<br>Proposed Use: _____  |   |  |
| Information on proposed sign(s):<br>Freestanding (e.g., pole) sign? Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: _____ Height from grade: _____<br>Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions proposed: _____   |   |  |
| Proposed awning? Yes _____ No <input checked="" type="checkbox"/> Is awning backlit? Yes _____ No _____<br>Height of awning: _____ Length of awning: _____ Depth: _____<br>Is there any communication, message, trademark or symbol on it? Yes _____ No _____<br>If yes, total s.f. of panels w/communications, message, trademark or symbol: _____ s.f.                            |   |  |
| Information on existing and previously permitted sign(s):<br>Freestanding (e.g., pole) sign? Yes _____ No <input checked="" type="checkbox"/> Dimensions: _____<br>Bldg. wall sign? (attached to bldg) Yes _____ No <input checked="" type="checkbox"/> Dimensions: _____<br>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.<br>Sketches and/or pictures of proposed signage and existing building are also required.  |   |  |

42.40  
Round to  
# 42.00

37' x 24' = 6.2' = 12.40

RECEIVED  
OCT 22 2012 7:40  
Dept. of Building Inspections  
City of Portland Maine  
\$ DUE

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: [Signature] Date: 8/27/12

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



# Sidewalk Signs

## Design, Location and 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 is 24 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flows. Maximum height is 40 inches to top of sign in place. Minimum height is 30 inches to top of sign in place.

**Multiple Listings:** Maximum width is 30 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flows. Maximum height is 40 inches to top of sign in place. Minimum height is 30 inches to top of sign in place.

### Location

Minimum distance between signs is 20 feet. Maximum distance of sign from public entrance of advertiser is 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 Certificate of Liability listing the City as additional insured in the amount of \$400,000.00.

### Enforcement

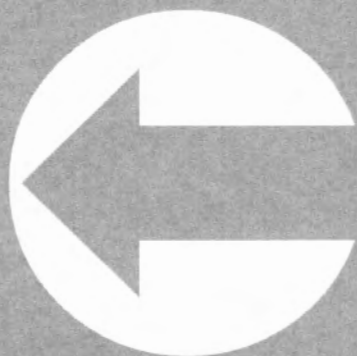
If the sign does not conform to the standards outlined, the permit may be revoked and once the owner has been notified, the sign could be removed.

To apply for a sign permit, stop by the Inspections Division, Portland City Hall, 389 Congress Street, room 315 with:

- Certificate of liability insurance
- Drawing of sign showing dimensions and design work
- Payment of fees: \$30.00 plus \$2.00 per s.f. of signage
- Complete application with pre-application questionnaire and checklist complete



Planned Parenthood<sup>®</sup>  
of Northern New England



**443 Congress Street  
2nd Floor**

**EXCEPTIONAL SEXUAL HEALTH CARE  
AT AFFORDABLE PRICES INCLUDING:**

- Birth Control
- Annual Exams
- Emergency Contraception
- STI Testing & Treatment
- Rapid HIV Testing
- Immunizations
- And more

**WE ARE YOUR SEXUAL HEALTH EXPERTS.  
NOTHING WILL FREAK US OUT.**

[www.ppnne.org](http://www.ppnne.org) | 1-866-476-1321

57.2"

23.75"



Date: 8/20/12  
To: Planning and Development Department, Portland City Hall  
From: Brad Fries, Northland Management Corp  
Subj: Tenant Signage Application for Planned Parenthood of Northern New England

To Whom It May Concern:

As the owner of the 443 Congress Street building (aka - The Clapp Building), JJR 443 Congress LLC c/o Northland Enterprises LLC has given permission to our tenant, Planned Parenthood of Northern New England, to apply for the sandwich board tenant signage at street level mentioned in the attached application form.

If there should be any questions by the City of Portland directed towards Northland Enterprises LLC, please feel free to give me a call.

Sincerely,

Brad Fries  
Development Director  
Northland Management Corporation





# PORTLAND MAINE

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## Receipts Details:

**Tender Information:** Check , Check Number: 138049

**Tender Amount:** 42.00

## Receipt Header:

**Cashier Id:** bsaucier

**Receipt Date:** 10/23/2012

**Receipt Number:** 49585

## Receipt Details:

|  |       |                |       |
|--|-------|----------------|-------|
| Referance ID:                                    | 8503  | Fee Type:      | UI-MI |
| Receipt Number:                                  | 0     | Payment Date:  |       |
| Transaction Amount:                              | 37.40 | Charge Amount: | 37.40 |
| Job ID: Job ID: 2012-10-5249-SIGN - A frame sign |       |                |       |
| Additional Comments: 443 Congress                |       |                |       |

|                               |      |                |                   |
|-------------------------------|------|----------------|-------------------|
| Referance ID:                 | 536  | Fee Type:      | MISC-Over Payment |
| Receipt Number:               | 0    | Payment Date:  |                   |
| Transaction Amount:           | 4.60 | Charge Amount: | 4.60              |
| Job ID: Miscellaneous charges |      |                |                   |