

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 10-0089	Issue Date:	CBL: 027 F001001
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Location of Construction: 50 MONUMENT SQ	Owner Name: 50 MONUMENT SQUARE LLC	Owner Address: 50 LYDIA LN	Phone:
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Business Name:	Contractor Name: Michael Privitera Signs	Contractor Address: Box 2503 Salem	Phone: 9782046553
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Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B-3
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Past Use: Commercial "FedEx Kinko's"	Proposed Use: Commercial "FedEx" ^{sign} install new building signs for name change "FedEx Kinko's" to "FedEx Office" (2) 24" x 13'2" Signs	Permit Fee: \$170.00	Cost of Work: \$170.00	CEO District: 1
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FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: M Type: SIGN IBC 2003 Signature: JMB 2/22/10
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Proposed Project Description:
"FedEx Kinko's" to "FedEx Office" (2) 24" x 13'2" Signs

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)
Action: Approved Approved w/Conditions Denied
Signature: _____ Date: _____

Permit Taken By: Ldobson	Date Applied For: 02/02/2010	Zoning Approval	
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

Special Zone or Reviews

Shoreland
 Wetland
 Flood Zone
 Subdivision
 Site Plan

Maj Minor MM

Date: 2/16/10 *OK w/ Candice*

Zoning Appeal

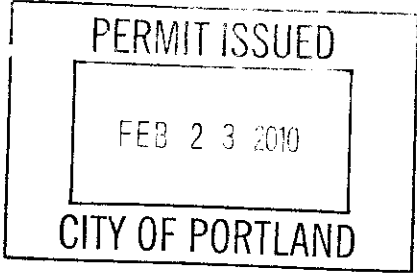
Variance
 Miscellaneous
 Conditional Use
 Interpretation
 Approved
 Denied

Date: _____

Historic Preservation

Not in District or Landmark
 Does Not Require Review
 Requires Review
 Approved
 Approved w/Conditions
 Denied

Date: 2/17/2010



D. Andrews

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

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



Signature of Inspections Official

Date

 2/22/10
Date

City of Portland, Maine - Building or Use Permit

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Permit No: 10-0089	Date Applied For: 02/02/2010	CBL: 027 F001001
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Location of Construction: 50 MONUMENT SQ	Owner Name: 50 MONUMENT SQUARE LLC	Owner Address: 50 LYDIA LN	Phone:
Business Name:	Contractor Name: Michael Privitera Signs	Contractor Address: Box 2503 Salem	Phone (978) 204-6553
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Commercial "FedEx" install new building signs for name change "FedEx Kinko's" to "FedEx Office" (2) 24" x 13'2" Signs	Proposed Project Description: "FedEx Kinko's" to "FedEx Office" (2) 24" x 13'2" Signs
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Dept: Historic	Status: Pending	Reviewer: Deborah Andrews	Approval Date: 02/17/2010
Note:			Ok to Issue: <input checked="" type="checkbox"/>
Dept: Zoning	Status: Approved with Conditions	Reviewer: Ann Machado	Approval Date: 02/16/2010
Note: Permit #99-0022 was issued to install two "Kinkos " signs - each was 2' x 7'8". Permit #04-1736 was to replace existing Kinkos signs with two 2' x 8' signs. Not sure when FedEx was added to the signs.			Ok to Issue: <input checked="" type="checkbox"/>
1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.			
Dept: Building	Status: Approved with Conditions	Reviewer: Jeanine Bourke	Approval Date: 02/22/2010
Note:			Ok to Issue: <input checked="" type="checkbox"/>
1) Signage Installation to comply with Chapters 31 & 32 of the IBC 2003 building code.			

Comments:
2/3/2010-amachado: Received permission from owner.
2/16/2010-amachado: Received certificate of liability
2/18/2010-gg: received from historic on 02/17/10. /gg
2/2/2010-amachado: Told applicant at the counter that he could submit the application but it would be on hold in zoning until we received the letter of permission from owner and certificate of liability.



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: 50 MONUMENT SQ		
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Owner:	Telephone:
Lessee/Buyer's Name (If Applicable) FEDEx OFFICE	Contractor name, address & telephone: MICHAEL PRIVITERA BOX 2503 SALEM, NH 03079 978-204-6553	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total Fee: \$ 176.- Awning Fee= cost of work _____ Total Fee: \$ _____
Who should we contact when the permit is ready: MICHAEL PRIVITERA phone: 978-204-6553		
Tenant/allocated building space frontage (feet): Length: 60 Height: 30" - SIGNAL BOARD Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot _____		
Current Specific use: FEDEx STORE If vacant, what was prior use: _____ Proposed Use: SAME		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions proposed: 26.5 FT Height from grade: 13' Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: _____		
Proposed awning? Yes _____ No _____ 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): Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions: _____ Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No _____ Dimensions: 26 SQ FT 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.		

RECEIVED

FEB - 2 2010

Dept. of Building Inspections
City of Portland Maine

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, 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: Date: **1-21-10**

B-3 ground floor level This is not a permit; you may not commence ANY work until the permit is issued.
60x7 = 420 sq ft - two signs have been permitted (#99-0022 & #04736) New signs ^{w/} smaller.

FedEx Office

BRANDING BOOK

Project Name: Portland ME
Monument Square
Center Number: 0168
Project Number: 982594

OVERVIEW PHOTOGRAPHS

Photo 1



Photo 2



Photo 3



Photo 4

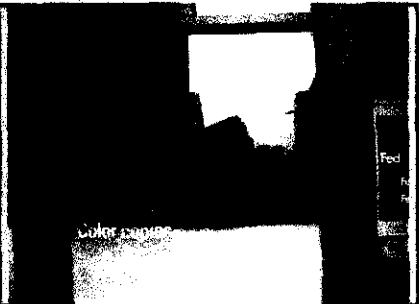


Photo 5



Photo 6



Photo 7

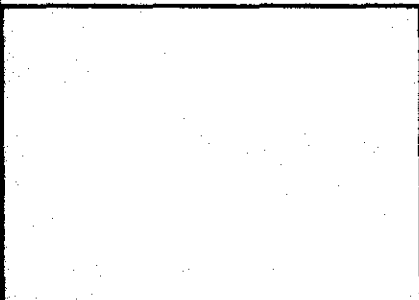


Photo 8

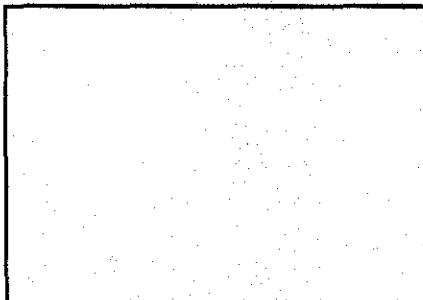
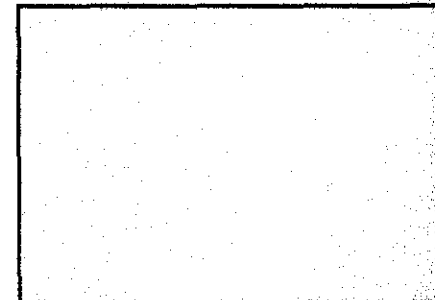


Photo 9



FedEx Office

BRANDING BOOK

Portland ME
Monument Square

Project Name:

Center Number: 0168

Project Number: 982594

INVENTORY/RECOMMENDATION DETAIL

SIGN: E-01 RR EXISTING SIGNAGE



Existing Sign
Description: 24" Non Illuminated Letters
Action: RR
Height: 24"
Width: ±13'-3"
Depth: ±1/2"
Letter Height: 24"
Sq Ft: _____
Wall Material: _____
Illuminated: No
Flush or Raceway Mounted: Flush Mount
Double Faced: No

PROPOSED SIGNAGE



Sign Type: Custom FEKNP-24
Description:
Custom FedEx Office 24" Non- Illum. Aluminum Plate Letters
Height: 24"
Width: 13'-2"
Depth: 1/2"
Sq Ft: 26.3 sf
Illuminated: No
Flush or Raceway Mounted: Flush Mount
Maximum Sq. Ft Allowed 62.5

COMMENTS

Remove Existing 24" FXK Letters and Replace with 24" Custom FXO Letters
Letters to be brushed and painted to match MAP 21606 (Tucson Gold)

FedEx Office

BRANDING BOOK

Portland ME
Monument Square

Project Name: _____
Center Number: 0168
Project Number: 982594

INVENTORY/RECOMMENDATION DETAIL

SIGN: E-02 RR EXISTING SIGNAGE



Existing Sign
Description: 24" Non Illuminated Letters
Action: RR
Height: 24"
Width: ±13'-3"
Depth: 1/2"
Letter Height: 24"
Sq Ft: _____
Wall Material: _____
Illuminated: No
Flush or Raceway Mounted: Flush Mount
Double Faced: No

PROPOSED SIGNAGE



Sign Type: Custom FEKNP-24
Description: Custom FedEx Office 24" Non-Illum. Aluminum Plate Letters
Height: 24"
Width: 13'-2"
Depth: 1/2"
Sq Ft: 26.3 sf
Illuminated: No
Flush or Raceway Mounted: Flush Mount
Maximum Sq. Ft Allowed 62.5

COMMENTS

Remove Existing 24" FXK Letters and Replace with 24" Custom FXO Letters
Letters to be brushed and painted to match MAP 21606 (Tucson Gold)

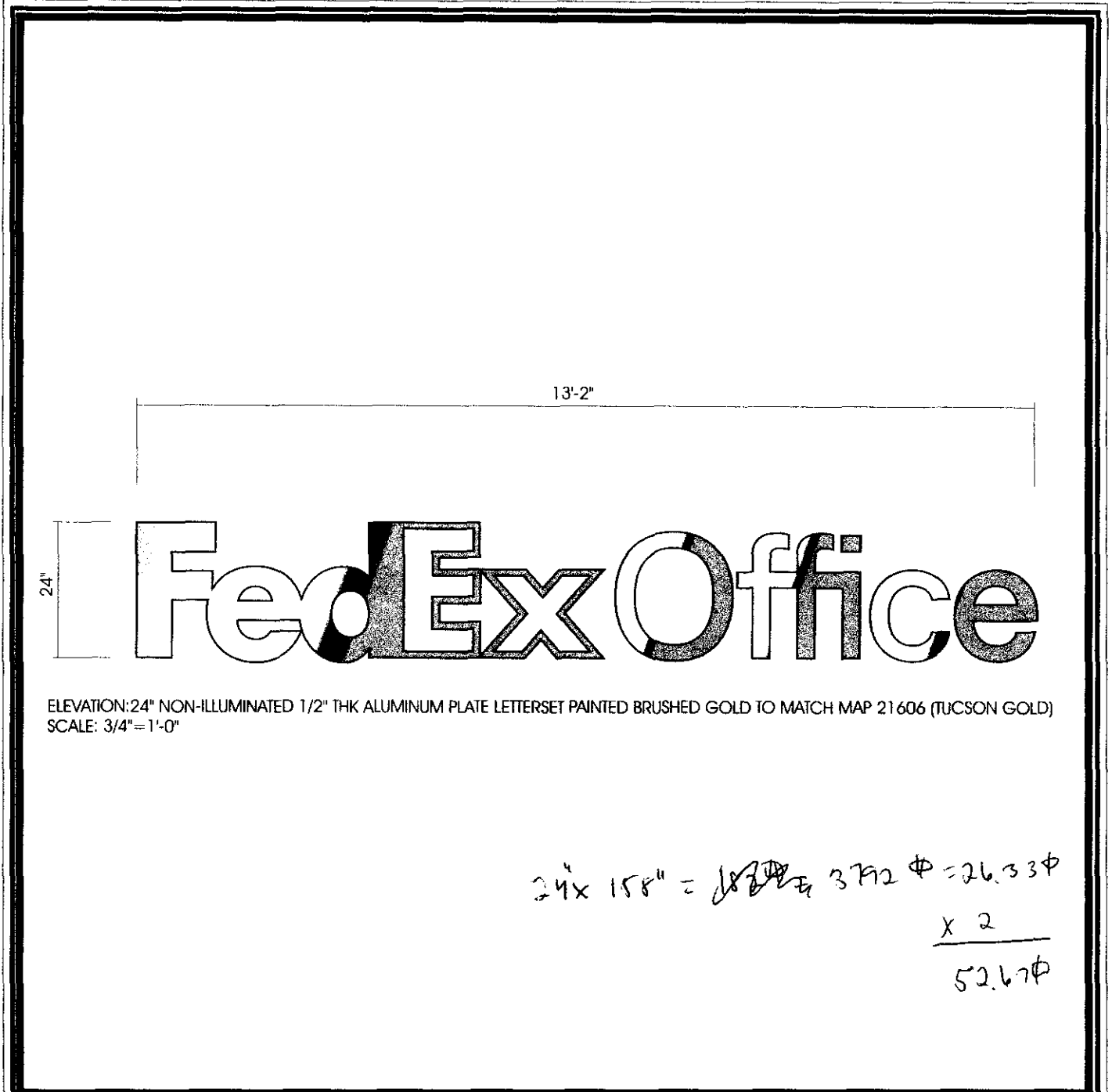
FedEx Office

BRANDING BOOK

Portland ME
Monument Square

Project Name: _____
Center Number: 0168
Project Number: 982594

SIGNAGE LAYOUTS E-02



ELEVATION: 24" NON-ILLUMINATED 1/2" THK ALUMINUM PLATE LETTERSET PAINTED BRUSHED GOLD TO MATCH MAP 21606 (TUCSON GOLD)
SCALE: 3/4" = 1'-0"

$$24 \times 158 = 3792 \text{ } \Phi = 26.33 \text{ } \Phi$$
$$\begin{array}{r} \times 2 \\ \hline 52.67 \text{ } \Phi \end{array}$$

COMMENTS

FedEx Office BRANDING BOOK

Portland ME
Monument Square

Project Name:

Center Number: 0188

Project Number: 982594

TO BE COMPLETED BY LANDLORD / PROPERTY OWNER

To Whom It May Concern:

I, Peter J. Dietz, Property Owner/Landlord of the property located at

50 Monument Square, Portland, ME 04101

do hereby give authorization to Architectural Graphics Inc. and/or their agents to erect a sign(s) at the above named location. I fully understand the current Construction Lien Law and authorize said contractors or authorized agents to sign and notarize permit application(s) as Owner/Agent. All work done by said contractors will meet or exceed Code requirements, and meet NEC Standards. If lease with FedEx Office is not executed, the authority in this document will end.

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FEB - 3 2010

Dept. of Building Inspections
City of Portland Maine

By: *Peter J. Dietz*
Landlord/Property Owner Signature

Print Name Here: Peter J. Dietz

Owner/Landlord Address:
50 Lydia Lane
South Portland, ME 04106

Phone: 207-221-8620

NOTARY:

Acknowledged before me this _____ day of _____, 2009

_____, Notary Public, State of _____

Please fax copy of this page to: Sign. Rep. Ian Rosenfeld
Please return ORIGINAL notarized form (along with Land Survey if available) to:
Jones Lang Lasalle: Attn: Ian Rosenfeld
18343 Douglas Ave. Suite 100
Office Phone: (214) 438-6140 Cell Phone: (214) 865-7537
Email: ian.rosenfeld@am.jll.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/16/2010

PRODUCER
MARSH
1000 RIDGEWAY LOOP ROAD
MEMPHIS, TN 38120
Attn: CKincaid fax#901 6847432/carol.a.kincaid@marsh.com

THIS CERTIFICATION 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.

354962--09-10 1745 168

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: ACE American Insurance Company	22667
INSURER B: American Guarantee & Liability Ins Co	26247
INSURER C: Indemnity Ins Co Of North America	43575
INSURER D:	
INSURER E:	

INSURED
FedEx Office and Print Services, Inc.
formerly FedEx Kinko's Office and Print Services, Inc.
13155 Noel Road, Suite 1600
Three Galleria Tower
Dallas, TX 75240

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 ADD'L LTR/INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENERAL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	HDOG24934949	10/01/2009	10/01/2010	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS GARAGE LIABILITY <input type="checkbox"/> ANY AUTO	ISAH08581794	10/01/2009	10/01/2010	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
B	EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	AUC5916315-04	10/01/2009	10/01/2010	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$ \$
A C A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE Y/N OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	WLRC45703101 (AOS) WLRC45703113 (AZ & CA) SCFC45703125 (WI)	10/01/2009	10/01/2010	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
 RE: Store #168 @ 50 Monument Square, Portland, ME 04101 and Store #1745 @ 1036 Brighton Avenue, Portland, ME
 The Certificate Holder is named as Additional Insured in regards to the General Liability as required by written contract.

CERTIFICATE HOLDER ATL-002111379-01

CANCELLATION

City of Portland, ME
389 Congress Street, 4th Floor
Portland, ME 04101

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FEB 16 2010

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 of Marsh USA Inc.
William J. Lammel *William J. Lammel*

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.