

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



**This is to certify that**

PALACCI ALBERT /Eclipse Remodeling

**Located at**

39 EXCHANGE ST

**PERMIT ID:** 2012-65589

**CBL:** 032 E008001

has permission to **install a 3' x 3' hanging sign**

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 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 procured prior to occupancy.

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

 01/16/13  
\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

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

**BUILDING PERMIT INSPECTION PROCEDURES**  
Please call 874-8703 (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.**

**REQUIRED INSPECTIONS:**

Framing Only

Final - Commercial

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.

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

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

Permit No:	Date Applied For:	CBL:
2012-65589	12/11/2012	032 E008001

Location of Construction: 39 EXCHANGE ST	Owner Name: PALACCI ALBERT	Owner Address: 4761 BROADWAY	Phone:
Business Name: Olde Port Massage	Contractor Name: Eclipse Remodeling	Contractor Address: 190 US Route 1 Falmouth	Phone (207) 615-2980
Lessee/Buyer's Name Qingmei Zheng	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Unit 201-Personal Service "Olde Port Massage" Permit #2101-65595	Proposed Project Description: install a 3' x 3' hanging sign
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**Dept:** Historic      **Status:** Approved w/Conditions      **Reviewer:** Robert Wiener      **Approval Date:** 01/14/2013**Note:**      **Ok to Issue:** ☒

- 1) Black metal bracket is to be installed in brick masonry joints, in the location discussed with the applicant and illustrated in the marked photo attached to the approval letter - above the left side of the building entrance.
- 2) The top of the sign board shall be below the bottom of the continuous granite band running across the façade under the window sills.
- 3) Approval is made with the understanding that no lighting is associated with this installation.
- 4) This hanging sign will serve as a building directory sign for all upstairs tenants. Other upper storey tenants needing signage will have to be listed in this location, from the same bracket. A directory sign is still allowed on the wall of the entrance alcove.

**Dept:** Zoning      **Status:** Approved w/Conditions      **Reviewer:** Ann Machado      **Approval Date:** 12/13/2012**Note:**      **Ok to Issue:** ☒

- 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 w/Conditions      **Reviewer:** Jon Rioux      **Approval Date:** 01/16/2013**Note:**      **Ok to Issue:** ☒

- 1) Separate permits are required for any electrical: plumbing, sprinkler, fire alarm, HVAC systems, commercial hood exhaust systems and fuel tanks. Separate plans may need to be submitted for approval as a part of this process.
- 2) Signs shall be installed in accordance with Chapter 31 & 32 of the IBC, 2009 (MUBEC)
- 3) Signs attached to masonry, concrete or steel shall be safely and securely fastened by means of metal anchors, bolts or approved expansion screws of sufficient size and anchorage to safely support the loads applied as referenced in the IBC, 2009 (MUBEC).
- 4) 3202.2 Encroachments above grade and below 8 feet in height. Encroachments into the public right-of-way above grade and below 8 feet in height shall be prohibited except as provided for in Sections 3202.2.1 through 3202.2.3. Doors and windows shall not open or project into the public right-of-way.

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

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

Permit No: 2012-65589	Issue Date:	CBL: 032 E008001
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Location of Construction: 39 EXCHANGE ST	Owner Name: PALACCI ALBERT	Owner Address: 4761 BROADWAY	Phone:
Business Name: Olde Port Massage	Contractor Name: Eclipse Remodeling	Contractor Address: 190 US Route 1 Falmouth	Phone (207) 615-2980
Lessee/Buyer's Name Qingmei Zheng	Phone:	Permit Type: Signs - Permanent	Zone: B3
Past Use: Office	Proposed Use: Unit 201-Personal Service "Olde Port Massage" Permit #2101-65595	Permit Fee: \$123.00	Cost of Work: \$1,000.00
Proposed Project Description: install a 3' x 3' hanging sign		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input checked="" type="checkbox"/> N/A	INSPECTION: Use Group: Type: IBG, 2005 Sg1 (MUBEC)
		Signature: _____ Signature: _____ Signature: _____ Signature: _____	
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____	

Permit Taken By: Idobson	Date Applied For: 12/11/2012	<b>Zoning Approval</b>		
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 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..		Special Zone or Reviews <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"/> OK w/ conditions Date: 12/13/12 ABU	Zoning Appeal <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: _____	Historic Preservation <input type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: 1/14/13 Robert W. [Signature]

**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

B-3-h-12

2012-6-5585



# Signage / Awning Permit Application

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement **MUST** be made before permits are accepted.

Location/Address:			OWNER Name/Address:	Telephone:
Tax Assessor's Chart/Block/Lot (CBL)	Chart:	Block:	Lot:	
	32	E	8	
			Albert Palacci	
			4761 Broadway Block IV Apt 6P	
			Manhattan, NY 10034	
LEASEE/BUYER Name (if Applicable)			CONTRACTOR name, address/phone	Total S.F. signage \$
Qingmei Zheng			Eclipse Remodeling	SF= <u>    </u> x \$2.00
977 Forest Ave			190 US Rt 1 Box 134	SF + \$30 Fee: \$ 30
Portland, ME 04103			Falmouth ME 04105	Historic (\$75): \$
				Awning Fee: \$
Awning Fee = Cost of Work: \$ 300 (\$30/first \$1000; \$10 every other \$1000)				TOTAL FEE: \$

Who should we contact when the permit is ready: Name: Mark Alexander Phone: 615-2980  
 Address 190 US Rt 1 Box 134 Falmouth ME 04105

Tenant/allocated building space frontage (in feet): Length: 42' Height: 15'  
 Lot frontage (in feet): 42' Single Tenant or Multi-Tenant Lot: Multi-Commercial

Current Specific Use: SPA Unknown  
 If vacant, what was prior use: General Office  
 Proposed Use: personal service - massage - 2012-6595

Information on proposed sign(s)  
 Freestanding (e.g. pole) sign? YES      NO      Dimensions proposed:      (sf); Height from grade:      sf  
 BLDG Wall Sign (attached to bldg.)? YES      NO      Dimensions proposed: 9 sf

Proposed Awning: YES      NO      If yes, is awning backlit? YES      NO       
 Height of awning      Length of awning      Depth of awning       
 Is there any communication, message, trademark or symbol on it? YES      NO       
 If yes, total square footage of panels with communication, message, trademark or symbol on it:      sf

Information on existing and previously permitted signage:  
 Freestanding (e.g. pole) sign? YES      NO      Dimensions proposed:      ft X      ft; Height from grade:       
 BLDG Wall Sign (attached to bldg.)? YES      NO      Dimensions proposed:      ft X      ft  
 Awning? YES      NO      total sq ft of panels with communication on it:      sf

A site sketch and building sketch showing exactly where existing and proposed signage is located **MUST** be provided.  
 Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the 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 207-874-8703.

I hereby certify 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: Qingmei Zheng Date: 12/11/12

Revised 06/2012

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

upper floor tenant - walk area 42' x 45' = 1890 5% = 94.50 \$ prepared (OK)

RECEIVED  
 DEC 11 2012  
 Dept. of Building Inspections  
 City of Portland Maine



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/03/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. 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).

PRODUCER Phone: (207) 775-3793 Fax: (207) 775-3691

**HOLDEN AGENCY INSURANCE**  
PO BOX 10610  
1085 BRIGHTON AVE  
PORTLAND ME 04104

Agency Lic#: AGR 1995

INSURED

**QINGMEI ZHENG**  
DBA MEI WELLNESS CENTER  
39 EXCHANGE ST. STE #201  
PORTLAND ME 04101

CONTACT NAME: **Ben Holden**PHONE (A/C, No, Ext): **(207) 775-3793**FAX (A/C, No): **(207) 775-3691**E-MAIL ADDRESS: **bholden@holdenagency.com**

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : **The Hartford**

INSURER B :

INSURER C :

INSURER D:

INSURER E :

INSURER F :

## COVERAGES

CERTIFICATE NUMBER: 32191

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			04 SBA JZ6878	05/29/12	05/29/13	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED. EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> ANY AUTO						
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					BODILY INJURY (Per person) \$
		<input type="checkbox"/> AUTOS					BODILY INJURY (Per accident) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					PROPERTY DAMAGE (per accident) \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					
	DED RETENTION \$						EACH OCCURRENCE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						AGGREGATE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / <input type="checkbox"/> N	N / A				WC STATUTORY LIMITS \$
							OTH ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE-EA EMPLOYEE \$
							E.L. DISEASE-POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Portland is listed as an Additional Insured as it relates to General Liability

Location : 39 Exchange St. Ste #201 Portland, ME 04101

## CERTIFICATE HOLDER

## CANCELLATION

City of Portland  
389 Congress Street  
Portland ME 04101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Thomas W. Holden

DISCLAIMER: THIS IS A LEGAL DOCUMENT. IF NOT FULLY UNDERSTOOD, CONSULT AN ATTORNEY.

IN WITNESS WHEREOF, the said parties hereunto set their hands and seals this 30th day of November, 2012.

TENANT:

LANDLORD:

Qingmei Zheng, dba Old Port Massage  
Legal Name of Tenant

Albert Palacci  
Legal Name of Landlord

Signature

Signature

Qingmei Zheng/Owner Manager  
NAME/TITLE

NAME/TITLE

Witness to Tenant

Witness to Landlord

GUARANTY (fill  
in or delete)

For value received, and in consideration for, and as an inducement to LANDLORD to enter into the foregoing Lease with  
Qingmei Zheng, dba Old Port Massage TENANT,  
Qingmei Zheng ("GUARANTOR")

does hereby unconditionally guaranty to LANDLORD the complete and due performance of each and every agreement, covenant, term and condition of the Lease to be performed by TENANT, including without limitation the payment of all sums of money stated in the Lease to be payable by TENANT. The validity of this guaranty and the obligations of the GUARANTOR hereunder shall not be terminated, affected, or impaired by reason of the granting by LANDLORD of any indulgences to TENANT. This guaranty shall remain and continue in full force and effect as to any renewal, modification, assignment, subletting or extension of the Lease, whether or not GUARANTOR shall have received any notice of or consented to such renewal, modification, assignment, subletting or extension. GUARANTOR hereby waives notice of acceptance of this Guaranty by LANDLORD, notice of default by TENANT under the Lease, and all suretyship and guarantorship defenses generally. The liability of GUARANTOR under this guaranty shall be primary, and in any right of action which shall accrue to LANDLORD under the Lease, LANDLORD may proceed against GUARANTOR and TENANT, jointly and severally, and may proceed against GUARANTOR without having commenced any action against or having obtained any judgment against TENANT. All of the terms and provisions of this guaranty shall inure to the benefit of the successors and assigns of LANDLORD and shall be binding upon the successors and assigns of GUARANTOR.

IN WITNESS WHEREOF, GUARANTOR has executed this Guaranty this 30th day of November, 2012.

GUARANTOR:

Qingmei Zheng  
Legal Name of Guarantor

Signature

Witness to Guarantor

Qingmei Zheng/Owner Manager  
NAME/TITLE



# COMMERCIAL LEASE (GROSS/MODIFIED GROSS)

1. PARTIES (fill in) Albert Palacci, with a mailing address of 4761 Broadway Block IV, Apt 6P, Manhattan, NY 10034, ("LANDLORD"), hereby leases to Qingmei Zheng, dba Old Port Massage, with a mailing address of 977 Forest Avenue, Portland, ME 04103, ("TENANT"), and TENANT hereby leases from LANDLORD the following described premises.

2. LEASED PREMISES (fill in and include, if applicable, suite number, floor number and square feet) The leased premises are deemed to contain 1,200 square feet. The leased premises are located at 39 Exchange Street 2nd Floor, Portland, Me 04101 together with the right to use, in common, with others entitled thereto, the hallways, stairways, and elevators, necessary for access to said leased premises, and lavatories nearest thereto. During the term of this Lease and for payment of additional monthly rent to LANDLORD in the amount of \_\_\_\_\_ (\$ \_\_\_\_\_) per parking space, which additional rent shall be due each month along with payment of base rent, TENANT also shall have the right, in common with LANDLORD and others, to use up to \_\_\_\_\_ ( \_\_\_\_\_ ) [NONE IF LEFT BLANK] undesignated parking spaces in the parking lot located at \_\_\_\_\_. The leased premises are accepted in "as is" condition except if specifically set forth to the contrary in this Lease. TENANT acknowledges that: a) LANDLORD has made no representations and TENANT is not relying on any representations about the leased premises, their suitability for any particular use and/or the physical condition thereof; and b) that TENANT has conducted its own due diligence inquiries with respect to the leased premises and is satisfied with the results thereof.

3. TERM (fill in) The term of this Lease shall be for Three (3) years One (1) month, unless sooner terminated as herein provided, commencing on December 1, 2012 (the "Commencement Date") and ending on December 31, 2015. LANDLORD shall deliver possession of the leased premises to TENANT on \_\_\_\_\_ (prior to the Commencement Date); provided, however, that all of TENANT'S obligations under this Lease shall apply from the possession date notwithstanding that the term and rent may commence after the possession date.

4. RENT (fill in) Commencing on the Commencement Date, TENANT shall pay to LANDLORD the following base rent:

Lease Year	Annual Base Rent	Monthly Rent
<u>1</u>	<u>\$ 14,400.00</u>	<u>\$ 1,200.00</u>
<u>2</u>	<u>\$ 15,000.00</u>	<u>\$ 1,250.00</u>
<u>3</u>	<u>\$ 15,600.00</u>	<u>\$ 1,300.00</u>
_____	<u>\$ _____</u>	<u>\$ _____</u>
_____	<u>\$ _____</u>	<u>\$ _____</u>

payable in advance in equal monthly installments on the first day of each month during the term of this Lease without deduction or setoff, said rent to be prorated for portions of a calendar month at the beginning or end of said term, all payments to be made to LANDLORD or to such agent and at such place as LANDLORD shall from time to time in writing designate, the following being now so designated \_\_\_\_\_.

If TENANT does not pay base rent, supplemental and additional rents, or other fees and charges when due pursuant to the term of this Lease, then LANDLORD, in its sole discretion, may charge, in addition to any other remedies it may have, a late charge for each month or part thereof that TENANT fails to pay the amount due after the due date. The late charge shall be equal to four percent (4%) of the amount due LANDLORD each month in addition to the rent then due.



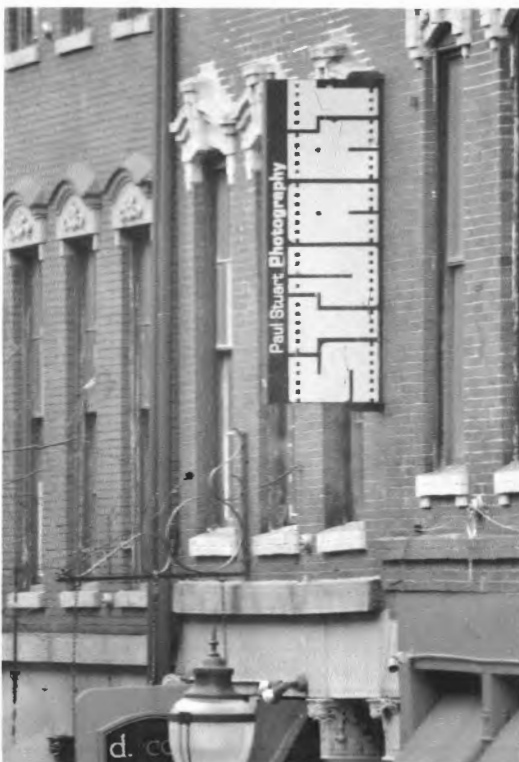


Front:  
39 Exchange Street

Ceanty Sign 2nd floor Historic requires sign be hung at entrance, not on 2nd floor.

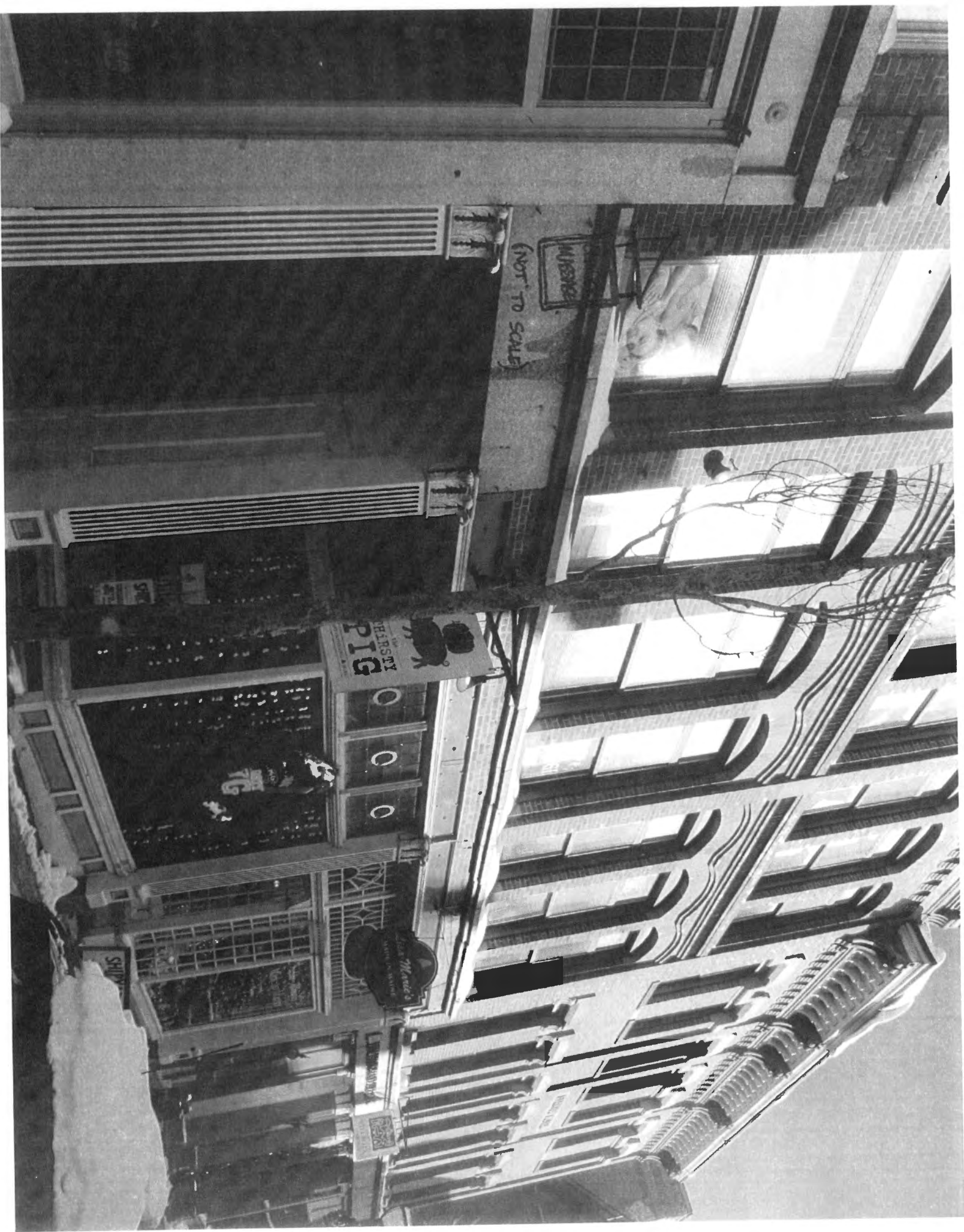


Other signs in similar locations  
near 39 Exchange Street  
Second floor signs



01/16/13 8:00  
# Sign in above  
From sidewalk  
JGR





39 Exchange Street-Hanging sign  
3' X 3'

Amish blue trim, white background,  
black letters



Construction:

1/2" Plywood sign

1" Angle iron Hanging Frame

20016 Anchors