

City of Portland, Maine - Building or Use Permit Application

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

PERMIT ISSUED

| | | |
|-----------------------|----------------------------|--------------------|
| Permit No: 04-0485 | Issue Date: MAY 26 2004 | BL: 032 L002001 |
|-----------------------|----------------------------|--------------------|

| | | | | |
|---|---|--|---|--------|
| Location of Construction: 1 City Ctr | Owner Name: One City Center Associates Llc | Owner Address: One City Center | City of Portland | Phone: |
| Business Name: | Contractor Name: NeoKraft Signs | Contractor Address: 686 Main St. Lewiston | Phone: <i>J. Di Paolo</i> 2077829654 | |
| Lessee/Buyer's Name | Phone: | Permit Type: Signs - Permanent | Zone: B3 | |

| | | | | |
|---|--|--|---|--------------------|
| Past Use: Commercial office building | Proposed Use: Commercial office building w/607 s.f. Building sign | Permit Fee: \$1,244.00 | Cost of Work: \$0.00 | CEO District: 1 |
| Install 607 s.f. Building sign | | FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied | INSPECTION: Use Group, Type: <i>B</i> <i>BECA 1999</i> <i>Sign</i> Signature: <i>[Signature]</i> 5/26/04 | |
| | | PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: <i>V. Andrew B</i> Date: <i>5/21/04</i> | | |

| | | |
|-------------------------|---------------------------------|------------------------|
| Permit Taken By: kwd | Date Applied For: 0412612004 | Zoning Approval |
|-------------------------|---------------------------------|------------------------|

| | | | |
|---|---|---|---|
| <ol style="list-style-type: none"> 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 <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"/> <i>OK</i> Date: <i>5/18/04</i> | 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 checked="" 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 <i>to D.A. sketch</i> Date: |
|---|---|---|---|

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 _____

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK
CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

PERMIT ISSUED
MAY 26 2004
Permit Number: 040485
CITY OF PORTLAND

BUILDING DEPARTMENT
PERMIT

This is to certify that One City Center Associates Inc NeoKra
has permission to Install 607 s.f. Building sign
AT 1 City Ctr 032 L002001

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 altered or closed-in. HOURS 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

Jamie Burke 5/26/04
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit

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

| | | |
|------------------------------|--|----------------------------|
| Permit No: 04-0485 | Date Applied For: 04/26/2004 | CBL: 032 L002001 |
|------------------------------|--|----------------------------|

| | | | |
|--|--|---|--------------------------------|
| Location of Construction: 1 City Ctr | Owner Name: One City Center Associates Llc | Owner Address: One City Center | Phone: |
| Business Name: | Contractor Name: NeoKraft Signs | Contractor Address: 686 Main St. Lewiston | Phone (207) 782-9654 |
| Lessee/Buyer's Name | Phone: | Permit Type: Signs - Permanent | |

| | |
|---|--|
| Proposed Use: Commercial office building w/607 s.f. Building sign | Proposed Project Description: Install 607 s.f. Building sign |
|---|--|

Dept: Zoning **Status:** Approved **Reviewer:** Marge Schmuckal **Approval Date:** 05/18/2004
Note: I need more info from the sign guy to figure out whether this sign meets the 5% max. wall space **Ok to Issue:**
 5/18/04 Jeff DiPaolo brought in more stats that shows the sign meet the ordinance

Dept: Building **Status:** Approved **Reviewer:** Jeanine Bourke **Approval Date:** 05/26/2004
Note: **Ok to Issue:**
 1) Separate permits are required for the electrical work.
 2) Signage Installation to comply with Chapter 31 BOCA 1999

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE PERMIT IS ISSUED

04-0485

Job
Nelnet
1903

SIGNAGE APPLICATION

THIS IS NOT A PERMIT
CONSTRUCTION CANNOT NOT COMMENCE UNTIL THE PERMIT IS ISSUED

In the interest of processing your application in the quickest possible manner, please complete the Information below for Building or Use Pennit.

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>One City Center</u> | | |
| Total Square Footage of Proposed Structure <u>49.5' x 12.25' = 606.375 sq. feet</u> | Square Footage of Lot | |
| Tax Assessor's Chart, Block & Lot Number Chart# <u>032</u> Block# <u>2</u> Lot# <u>002</u> | Owner <u>Dorago Management</u> Nelnet <u>JD</u> | Telephone #: <u>207-871-1080</u> |
| Lessee/Buyer's Name (If Applicable) <u>Nelnet</u> | Owner's/Purchaser/Lessee Address: <u>One City Center Portland, ME</u> | Total s.f of signs <u>606.375</u> 1.00 \$ <u>606.38</u> , plus \$30.00 TOTAL \$ <u>636.38</u> |

Current use: Student Loan Company Proposed use: Student Loan Company

Project description: Fabricate and install (1) set of internally illuminated wall letters and (1) logo to building facade.

TOTAL 1244.00

Applicants Name, Address & Telephone: ~~Nelnet~~ Nelnet Phone: 207-871-1080
One City Center
Portland, ME 04101

Contractor's Name, Address & Telephone: Neakraft Signs, Inc. phone: 207-782-9654
686 Main Street
Lewiston, ME 04240

Who shall we contact when the permit is ready: Neakraft Signs, Inc.
Telephone: 207-782-9654

If you would like it mailed, what mailing address should we use:
Neakraft Signs, Inc.
686 Main Street
Lewiston, ME 04240

Fax 782-0009

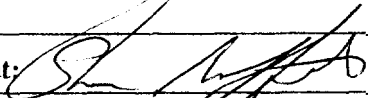
| | |
|----------------|---|
| 607. Sq F | |
| * | 2 |
| <u>1214.00</u> | |
| + 30.00 | |
| <u>1244.00</u> | |

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE PERMIT IS ISSUED

If the **property** is located in a **HISTORIC DISTRICT**, a separate sketch is required indicating the design, dimensions, **construction** materials and source of illumination if **any**. A photograph of the building façade should **be** submitted, showing where **each** sign is to **be** installed.

Certification

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: 4-20-04 |
|---|---------------|

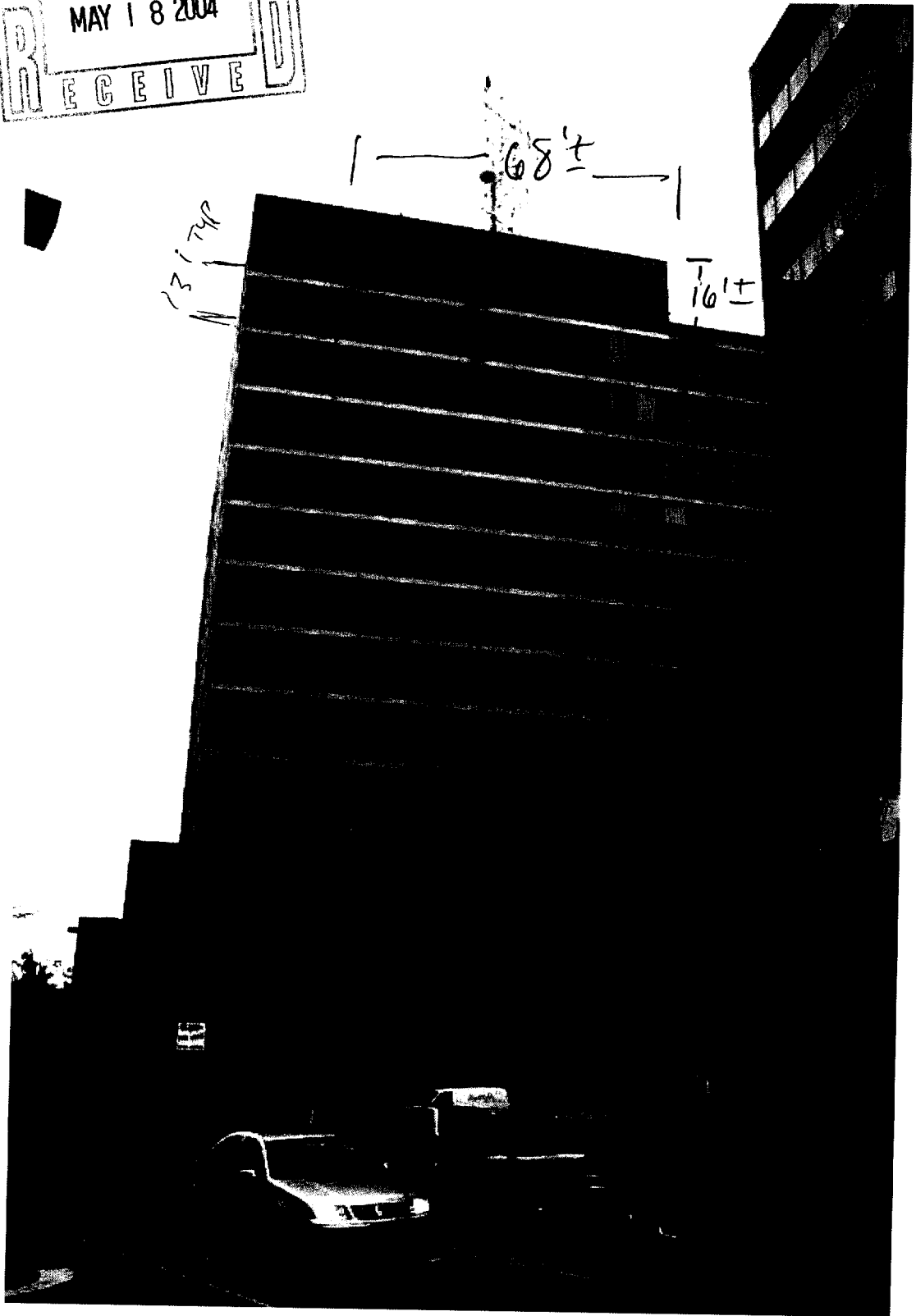
Sign Permit Fee: \$30.00 plus \$2.00 per square foot.

A building permit is also required for any awning based on cost of work-\$30.00 for the first \$1,000.00 and \$1.00 for each additional \$1,000.00

BY FILLING OUT THIS APPLICATION IS DOES NOT MEET THAT YOU WILL BE APPROVED FOR THE AMOUNT OF SIGNAGE YOU ARE APPLYING FOR

IT IS SUGGESTED THAT YOU DO NOT ORDER ANY SIGNAGE UNTIL YOU HAVE RECEIVED YOUR SIGN PERMIT THAT HAS BEEN SIGNED BY THE BUILDING, ZONING AND POSSIBLE HISTORICAL OFFICIALS OF THIS OFFICE

DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND, ME
MAY 18 2004
RECEIVED



Temple St
Federal St



20040518T005.JPG

top floor
 $16 \times 68 = 1,088$

Small portion of the Bldg - Actually is longer but the sign guy did not have all the expanded info -
 So, if it meets the reduced amount it would certainly meet the Actual Amount

Small portion of the Bldg
 $13 \times 68 = 884$

$= 1,492$

$1,2580 \text{ } \Phi \times 5\% =$
 629.00
 MAX

OK

$144 = 1,1780 \text{ } \Phi$

$294.12 \text{ } \Phi$

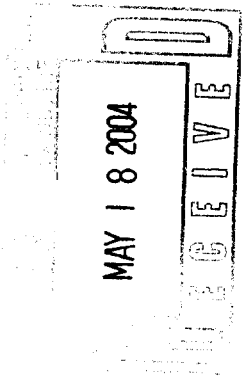
411.92 Φ
 of signage

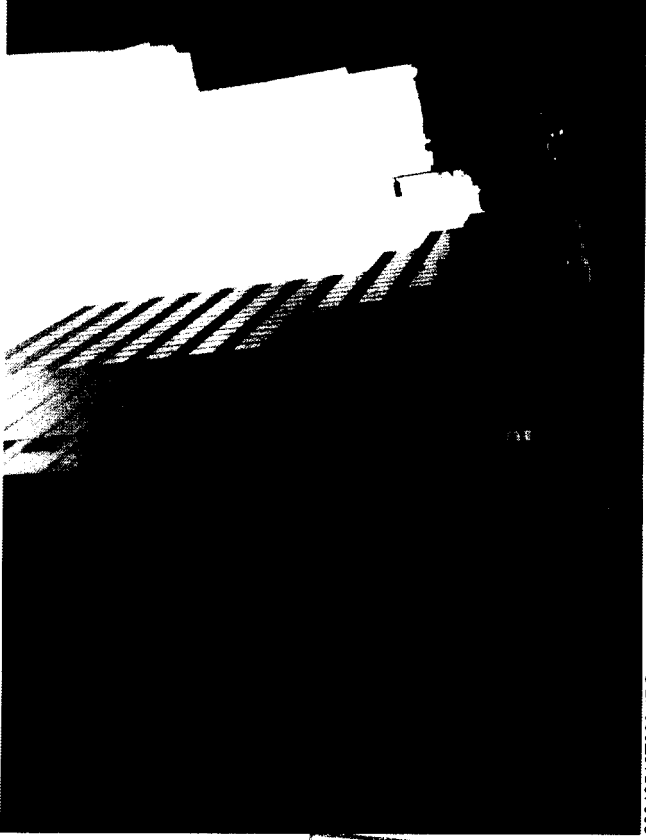
for the "D" in inches

Shows: $3.14 \times (13.5)^2$

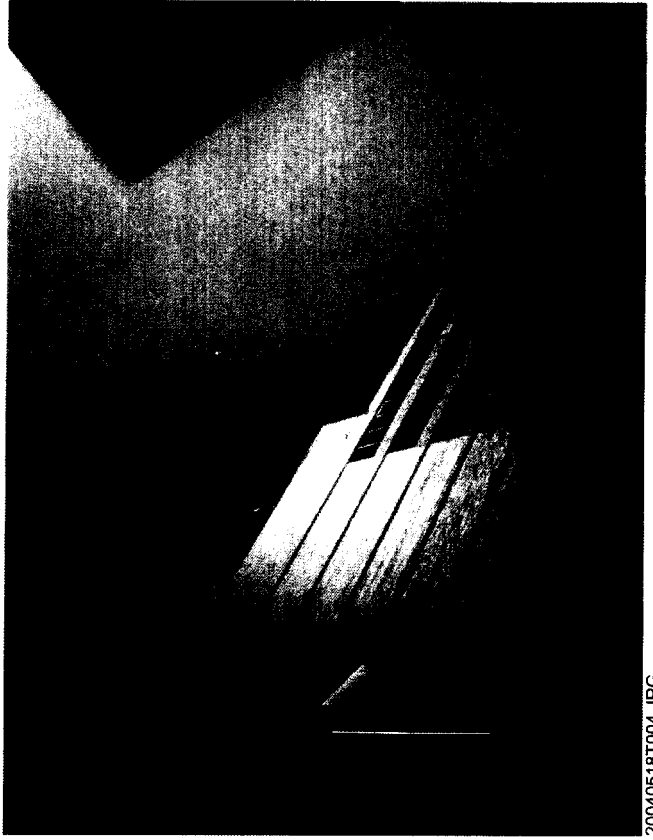
$3.14 \times 5402.25 = 16963.0625$

Test to lettering
 $\frac{16963.0625}{2080} = 8.17 \times 36 =$

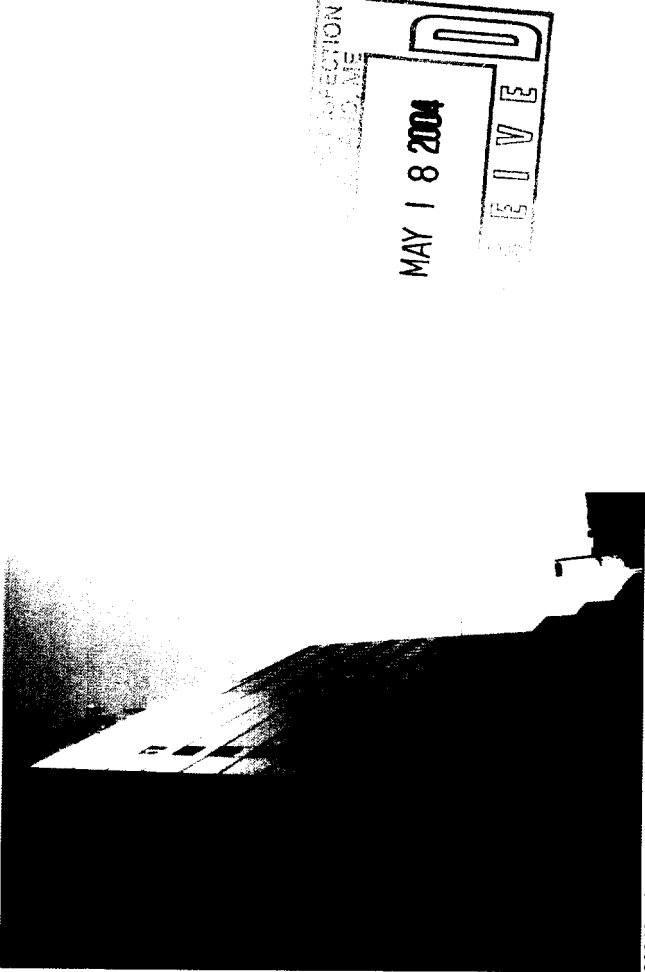




20040518T002.JPG



20040518T004.JPG



20040518T001.JPG



20040518T003.JPG

From: "Jeff DiPaolo" <JEFFD@neokraft.com>
To: <jmb@portlandmaine.gov>
Date: Wed, May 26, 2004 3:00 PM
Subject: Nelnet

Jeannie,

It was great to talk with you today! Please find attached the pdf file for the Nelnet channel letters.

Please call me with any questions,

Jeff


Jeff DiPaolo
Project Manager
Neokraft Signs, Inc.
800-339-2258 (office)
207-650-1292 (cellular)
jeffd@neokraft.com
www.neokraft.com

| | | |
|---------------|---------------------------------------|-------------------------------|
| SIGN | MAT'L: | TYPE: |
| FACE | RET: | DEPTH: |
| PC | THK: | MAT'L: |
| LITERS | COLOR: | COPY: |
| | MAT'L: | HT: |
| | INTERIOR EXTERIOR | FACE LIT BACK LIT |
| | RETURNS | BACKS: |
| | TUBING COLOR: | ROWS: |
| | TRANSF: | WIRING R/W 1/2 BX 3/8 LUD |
| | HOUSINGS: | MNTG: |
| | PRIMARY VOLTS: | NO. OF CIRCUITS: |
| | LAMPS: | QTY: |
| | LAMPS: | QTY: |
| | BALLAST: | QTY: |
| | LOAD: | U. YES NO |
| | MAT'L: | SIZE: |
| | QTY: | C.C.: |
| | P. MAT'L: | P. SIZE: |
| | PL THK: | PL THK: |
| | BASE TYPE: | SET IN CONC ANCHOR BOLTS |
| | BOLT SIZE: | SPACING: |
| | STORE FOR NEOKRAFT STORE FOR CUSTOMER | |

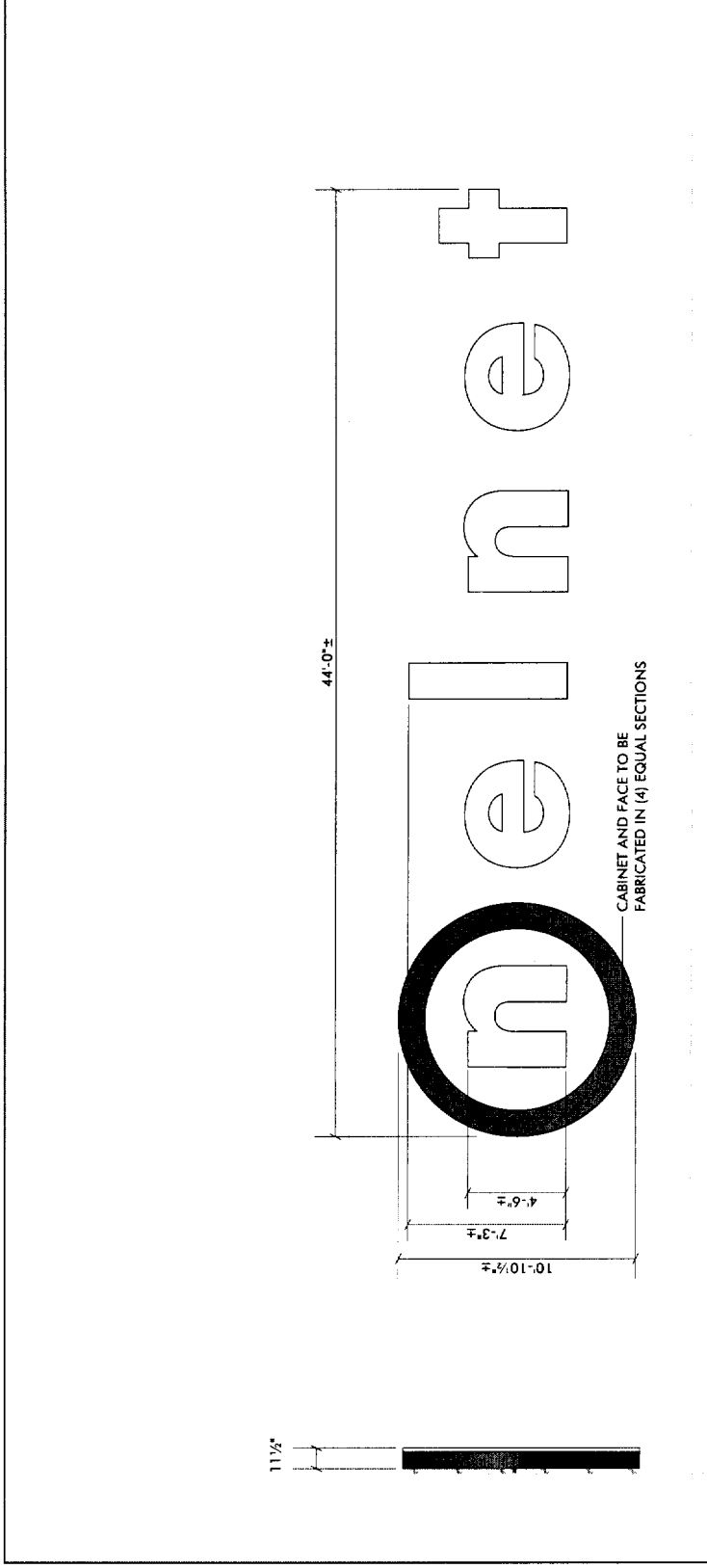
Nelnet
01903

SHOP DRAWING

Location: One City Center
Portland, ME
Drawing No.: 1 of 2
Drawn by: PFAT
Date: 04.15.2004
Gen Ref.:



Neokraft
SOLUTIONS
Neokraft Signs, Inc.
686 Main Street
Levittown, Maine 04240
1.800.339.2258
http://www.neokraft.com



CABINET AND FACE TO BE
FABRICATED IN (4) EQUAL SECTIONS

.063" THICK BLACK ALUMINUM RETURNS ON 1/2" THICK ALUMALITE BACKS; 3/16" THICK TRANSLUCENT WHITE ACRYLIC FACES WITH 2" WHITE SILVATRIM TRIM CAP; CIRCLE TO RECEIVE A VERY TRANS JUNGLE GREEN (A9634-T) VINYL OVERLAY

15MM CL DESIGNER WHITE NEON IN LETTERS; NEON COLOR FOR RING T.B.D. TO MATCH BEST, BRIGHT APPROXIMATION TO PANTONE 382

SELF-CONTAINED TRANSFORMERS, 2" OFFSET SHOE MOUNTING TO MASONRY WALL

AVAILABLE SPACE TO BE VERIFIED AND MAY AFFECT SIZES



END VIEW

INTERNALLY ILLUMINATED WALL LETTERS

SCALE: 3/16" = 1'-0"

(1) SET REQUIRED




PHOTO-COMPOSITE
NOT TO SCALE

| | |
|---|-----------------------------|
| MATL: | TYPE: |
| REF: | DEPTH: |
| THK: | MATL: |
| COLOR: | |
| COPY: | |
| MATL: | HT: |
| DEEP: | |
| INTERIOR EXTERIOR: | FACE LIT BACKLIT: |
| RETURN: | BACKS: |
| TURBING COLOR: | ROWS: |
| MM: | |
| TRANS: | WIRING RW BRK BA L/O: |
| HOUSINGS: | MHTG: |
| PRIMARY VOLTS: | NO OF CIRC IT: |
| JAMPS: | QTY: |
| JAMPS: | QTY: |
| BALLAST: | QTY: |
| LOAD: | UL: YES NO: |
| MATL: | SIZE: |
| QTY: | C-C: |
| P-MATL: | P-SIZE: |
| P-THK: | |
| BASE TYPE: | SET IN CONC ANCHOR BOLTS: |
| BOLT SIZE: | SPACING: |
| STORE FOR NEOKRAFT STORE FOR CUSTOMER | |

Nelnet
01903

SHOP DRAWING

| | |
|--------------|---------------------------------|
| Location: | One City Center Portland, ME |
| Drawing No.: | 2 of 2 |
| Drawn by: | PFAT |
| Date: | 04.15.2004 |
| Gen Ref.: | |



Neokraft
SIGNS

Neokraft Signs Inc.
688 Main Street
Portland, ME 04101
Tel: (800) 335-2288
Fax: (207) 782-9588
http://www.neokraft.com

0922 260



Temple St

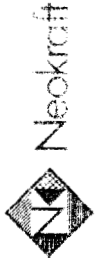
PHOTO-COMPOSITE
NOT TO SCALE

| | | |
|---------------------|----------------------------|------------|
| MATERIAL | TYPE | DEPTH |
| REL | | |
| THICKNESS | | |
| COLOR | | |
| FINISH | | |
| MATERIAL | HT | DEEP. |
| INTERIOR - EXTERIOR | FACE UP - BACK UP | |
| RELIEFS | BACKS | |
| TUBING, SLAG | PLATE | WAX |
| BRASS | BRASS FINISH | BY 1/8" LI |
| HOUSINGS | WHTS | |
| PRIMARY VOLTS | NO. OF CIRCUITS | |
| LAMPS | QTY. | |
| LAMPS | QTY. | |
| BALLAST | QTY. | |
| LOAD | UL RES HO | |
| MATERIAL | SIZE | |
| QTY | C.C. | |
| PL. MATL. | PL. SIZE | PL. THICK. |
| BASE TYPE | SET IN CONC. ANCHOR BOLT | |
| BOLT SIZE | SPACING | |

Nelnet
01903

SHOP DRAWING

Location: One City Center
Portland, ME
Drawing No.: 2 of 2
Drawn by: PEAT
Date: 04.19.2004



SIGNAGE PRE-APPLICATION

PLEASE ANSWER ALL QUESTIONS

ADDRESS: One City Center ZONE: B-3
OWNER: Dirigo Management Company
APPLICANT: Neokraft Signs, Inc.
ASSESSOR NO. _____

PLEASE CIRCLE APPROPRIATE ANSWER

SINGLE TENANT LOT? YES NO MULTI-TENANT LOT? YES NO
FREESTANDING SIGN? (ex. Pole Sign) YES NO DIMENSIONS _____ HEIGHT _____
MORE THAN ONE SIGN? YES NO DIMENSIONS _____ HEIGHT _____
SIGN ATTACHED TO BLDG.? YES NO DIMENSIONS 12.25' x 49.5' = 606.375'
MORE THAN ONE SIGN? YES NO DIMENSIONS _____
AWNING: YES NO IS AWNING BACKLIT? YES NO HEIGHT OFF SIDEWALK _____
IS THERE ANY MESSAGE, TRADEMARK OR SYMBOL ON IT? 12.25' x 49.5' = 606.375'

LIST ALL EXISTING SIGNAGE AND THEIR DIMENSIONS:

N/A

see more exact figures on other sheet

*** TENANT BLDG. FRONTAGE (IN FEET): See drawing
*** REQUIRED INFORMATION

AREA FOR COMPUTATION

YOU SHALL PROVIDE:

A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE EXISTING AND NEW SIGNAGE IS LOCATED MUST BE PROVIDED. SKETCHES AND/OR PICTURES OF PROPOSED ARE ALSO REQUIRED.

SIGNATURE OF APPLICANT [Signature] - Neokraft Signs, Inc. DATE: 4-20-04

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE
PERMIT IS ISSUED

Please check off the following indicating that you have included the below items to expedite the process of this sign application:

- "Certification of Liability" listing the City additionally insured if any portion of the sign abuts or encroaches on the public right of way, or can fall into the public right of way
- Letter of permission from the owner

A sketch plan indicating the following:

- Drawing of the property showing all dimensions of the lot
- Location of all buildings and property setbacks from all buildings
- Driveways and abutting streets showing street frontage and any right of ways
- Indicate on drawing the dimensions of all buildings on the lot
- Define in footage the frontage of your business front
- Indicate on drawing of existing signage and dimensions of each sign
- Indicate on drawing all proposed signage and dimension of each sign
- Sign area height and setback of each existing and proposed freestanding sign

- Certification of flammability required for awning/canopy at time of application
- UL # required for lighted signs at the time of Final Inspection. Failure to provide this information will invalidate the Sign Pennit.

The Provisions of Section 3102.0 of the City's Building Code "The BOCA National Building Code 1999 edition" shall govern the construction, alteration, repair and maintenance of outdoor signs together with the associated appurtenant and auxiliary devices in respect to structural and fire safety. In accordance to section 3102.4.4 of BOCA construction documents and owners consent is all follows; "Before any permit is issued for the erection of a sign, Construction Documents shall be filed with the code official showing the dimensions, materials and required details of construction, including loads, stresses and anchorage. The applications shall be accompanied by the written contract of the owner or lessees of the premises upon which the sign is to erected. NO PERMIT CAN OR WILL BE ISSUED UNLESS THIS INFORMATION IS SBUMITTED AND APPROVED BY THE INSPECTIONS OFFICE.

ELECTRICAL SIGNAGE PERMITS/RESPONSIBILITIES

All sign companies or any persons engaged in the installation, interchange or maintenance of signage in the City of Portland must have the Electrician or Electrical Contractor who provided power to the sign(s) or associated equipment apply for an electrical permit in the Inspections Office.

It is the responsibility of your company to contact your sub-contractor or he owner to inform them of this policy. Whether your company does the final connections, which requires a valid Maine Electricians License or your sub contractor provides this service; permits and inspections shall be required.

Failure to comply with this procedure may result in the denial of sign permits by this office for your company or its representation to install or interchange any future signage in the City of Portland.



**DIRIGO
MANAGEMENT
COMPANY**

Date: 4/6/2004

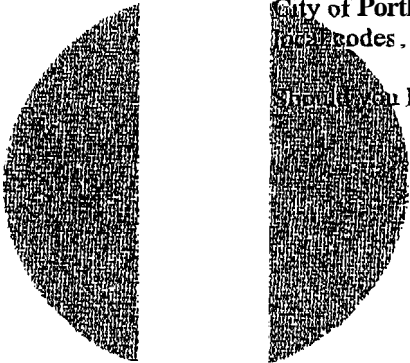
To: City of Portland

Frm: Jim O'Donnell, President of DIRIGO Management and Management Agent for One City Center Associates, LLC

RE: Approval for Exterior Building Signage – Nelnet, Inc.

Please be advised that One City Center Associates has granted approval to Nelnet (a tenant at One City Center) to install an exterior sign at the building façade toward the top of One City Center facing Federal Street. This approval is subject to Nelnet obtaining all necessary local approvals from the City of Portland. Also, Nelnet shall be responsible for the installation including compliance with all codes. This approval is granted for the duration of Nelnet's lease at One City Center.

If you have any questions, please feel free to contact me at 871-1080.



Individual Member



ONE CITY CENTER, PORTLAND, MAINE 04101-4009
TEL: (207) 871-1080 • FAX (207) 871-7189
E-MAIL: info@dirigomgmt.com
WEB SITE: www.dirigomgmt.com

1 1/2"

12 3"
8-2 1/2"
5-1 1/2"

ne|net

CABINET AND FACE TO BE FABRICATED IN (4) EQUAL SECTIONS

49'-6 1/2"

.063" THICK BLACK ALUMINUM RETURNS ON 1/2" THICK ALUMALUTE BACKS. 3/16" THICK TRANSLUCENT WHITE ACRYLIC FACES WITH 2" WHITE SILVATRIUM TRIM CAP; CIRCLE TO RECEIVE AVERY TRANS JUNGLE GREEN (A9634 T) VINYL OVERLAY.
15MM CL DESIGNER WHITE NEON IN LETTERS; NEON COLOR FOR RING & D TO MATCH BEST, BRIGHT APPROXIMATION TO PANTONE 382
SELF-CONTAINED TRANSFORMERS; 2" OFFSET SHOE MOUNTING; CM MASONRY WALL
AVAILABLE SPACE TO BE VERIFIED AND MAY AFFECT SIZES

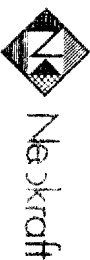
END VIEW
INTERNALLY ILLUMINATED WALL LETTERS
SCALE: 3/16" = 1'-0"
(1) SET REQUIRED

| ITEM NO. | DESCRIPTION | QTY | UNIT |
|----------|----------------|-----|------|
| 1 | NEON SIGN | 1 | EA |
| 2 | TRANSFORMER | 1 | EA |
| 3 | ALUMINUM BACKS | 4 | EA |
| 4 | ACRYLIC FACES | 4 | EA |
| 5 | VINYL OVERLAY | 1 | EA |
| 6 | TRIM CAP | 4 | EA |
| 7 | SHOE MOUNTING | 4 | EA |
| 8 | MASONRY WALL | 1 | EA |

Netnet
01903

SHOP DRAWING

Location: One City Center
Portland, ME
Drawing No.: 1 of 2
Drawn By: PEAT
Date: 04/19/2004
Drawn By: [Signature]



PRODUCER
Union Agency, Inc
 4719 Prescott Ave
 PO BOX 6205
 Lincoln NE 68506
 Phone: 402-483-4527 Fax: 402-483-0075

Nelnet, Inc.
 P. O. Box 82505
 Lincoln NE 68501-2505

THIS CERTIFICATE 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.

| INSURERS AFFORDING COVERAGE | | NAIC # |
|-----------------------------|--|--------|
| INSURER B | | |
| INSURER C | | |
| INSURER D | | |
| INSURER E | | |

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 EACH POLICY. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSURANCE TYPE | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS | |
|----------------|---|-------------------------------|----------------------------------|-----------------------------------|---|---------------|
| A | <input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR CFNY AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC | Y-630-980X2676-TCT-0401/01/04 | 01/01/05 | 01/01/05 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | EXCESS TO UNLIMITED PREMISES (EA OCCURRENCE) | \$ 100,000 |
| | | | | | MED EXP (Any one person) | \$ 5,000 |
| | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | PRODUCTS - COMP/OP AGG | \$ 2,000,000 |
| A | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | Y-810-980X2676-TIL-0401/01/04 | 01/01/05 | 01/01/05 | COMBINED SINGLE LIMIT (EA ACCIDENT) | \$ 1,000,000 |
| | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | <input type="checkbox"/> GARAGE LIABILITY <input type="checkbox"/> ANY AUTO | | | | AUTO ONLY - EA ACCIDENT | \$ |
| | | | | | OTHER THAN AUTO ONLY: EA ACC AGG | \$ |
| A | <input checked="" type="checkbox"/> EXCESS UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$ | YEM-CUP-980X2676-TIL-04 | 01/01/04 | 01/01/05 | EACH OCCURRENCE | \$ 15,000,000 |
| | | | | | AGGREGATE | \$ 15,000,000 |
| A | <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER | YOUB-980X267-6-04 | 01/01/04 | 01/01/05 | <input checked="" type="checkbox"/> WC STATUTORY LIMITS | |
| | | | | | E.I. EACH ACCIDENT | \$ 500,000 |
| | | | | | E.I. DISEASE - EA EMPLOYEE | \$ 500,000 |
| | | | | | E.I. DISEASE - POLICY LIMIT | \$ 500,000 |

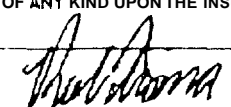
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 The City of Portland, Maine is an Additional Insured as applies to General Liability coverage.

PORTL01

The City of Portland, Maine
 389 Congress Street
 Portland ME 04101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE, NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OF LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



INFORMATION REQUIREMENTS FOR SIGN PERMIT APPLICATION

Applicants for a sign permit will be asked to submit the following information to the Code Enforcement Office:

1. ✓ Proof of insurance
2. ✓ Letter of permission from the owner
3. ✓ A sketch plan of lot, indicating location of buildings, driveways and any abutting streets or right of ways. Lengths of building frontages and street frontages should be noted. (see attached)
4. ✓ Indicate on the plan all existing and proposed signs
5. ✓ Computation of the following:
 - A) Sign area of each existing and proposed building sign
 - B) Sign area height and setback of each existing **and** proposed freestanding sign.
6. ✓ A sketch of any proposed sign(s), indicating dimensions, materials, source of illumination and construction method (see attached).
7. ✓ Certificate of flammability required for awning/canopy at time of application.
8. ✓ UL # required for lighted signs at the time of application.
9. ✓ **You must have complete structural details (i.e. showing all connections to buildings and footing details) Specifics required or your permit may be held up**

Fee for permit - \$30.00 plus \$1.00 per square foot


Fee for awning based on cost of work - \$30.00 for the first \$1,000.00, \$6.00 for each additional \$1,000.00.

NOTE: Once a sketch plan has been tiled for a property, the code enforcement office will keep a record of the plan so that a new sketch plan will not be required for later changes to signage on the property. In such an instance, applicants will only be required to submit information applicable to the new sign.



ONE CITY CENTER

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