

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes. If Any. Attached"

Permit Number: 051777

This is to certify that Congress Joint Development /Congress Joint Development
has permission to hanging sign for the Portland Downtown
AT 545 Congress St L. 037 C017001

provided that the person or persons firm or person 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.

ification of inspection must be given and when permission procured before this building or part thereof is occupied or service closed-in. 4
OUR NOTICE 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

[Signature]
12/28/05
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD



BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 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.

- Footing/Building Location Inspection: Prior to pouring concrete
- Re-Bar Schedule Inspection: Prior to pouring concrete
- Foundation Inspection: Prior to placing **ANY** backfill
- Framing/Rough Plumbing/Electrical: Prior to any insulating or drywalling
- ~~Final/Certificate of Occupancy:~~ Prior to any occupancy of the structure or use. **NOTE:** There is a \$75.00 fee per inspection at this point.

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

DMS If any of the inspections do not occur, the project cannot **go** on to the next phase, **REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.**

N/A **CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

Donna Martin Holm
Signature of Applicant/Designee

11/3/05
Date

Donna Martin Holm
Signature of Inspections Official

1-3-05
Date

CBL: *37 C 017*

Building Permit #: *051777*

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 05-1777	Issue Date:	CBL: 037 C017001
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Location of Construction: 545 Congress St	Owner Name: Congress Joint Development Llc	Owner Address: Po Box 6799	Phone:
Business Name:	Contractor Name: Congress Joint Development	Contractor Address: 10 Dana Street Portland	Phone: 2074507100
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B3

Past Use: Commercial	Proposed Use: Commercial/ hanging sign for the Portland's Downtown District <i>see change of use permit # 05-1796</i>	FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>U</i> Type: <i>Sign</i> <i>IBC 2005</i>
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Proposed Project Description:	Signature: PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: <i>D. Andrus</i> Date: <i>12/21/05</i>
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Permit Taken By: Idobson	Date Applied For: 12/08/2005	Zoning Approval
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<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>12/14/05</i> <i>ABM</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 <i>Portland downtown</i> <input checked="" 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 Date: <i>D. Andrus</i> <i>12/21/05</i>
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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

City of Portland, Maine - Building or Use Permit

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

Permit No: 05-1777	Date Applied For: 12/08/2005	CBL: 037 C017001
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Location of Construction: 545 Congress St	Owner Name: Congress Joint Development Llc	Owner Address: Po Box 6799	Phone:
Business Name:	Contractor Name: Congress Joint Development	Contractor Address: 10 Dana Street Portland	Phone (207) 450-7100
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Commercial/ hanging sign for the Portland's Downtown District	Proposed Project Description: hanging sign for the Portland's Downtown District
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Dept: PAD	Status: Approved	Reviewer: Deborah Andrews	Approval Date: 12/21/2005
Note:			Ok to Issue: <input checked="" type="checkbox"/>
Dept: Historical	Status: Not Applicable	Reviewer: Deborah Andrews	Approval Date:
Note:			Ok to Issue: <input type="checkbox"/>
Dept: Zoning	Status: Approved	Reviewer: Ann Machado	Approval Date: 12/14/2005
Note: 12/09/05 Talked to Janis Beitzer. She is filling out change of use permit since space went from retail to office. Once that is complete we will process sign application. 12/14/05 Marge signed off on change of use permit (05-1796)			Ok to Issue: <input checked="" type="checkbox"/>
Dept: Building	Status: Approved with Conditions	Reviewer: Tammy Munson	Approval Date: 12/28/2005
Note: 1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.			Ok to Issue: <input checked="" type="checkbox"/>



Signage/Awning Pre-Application Questionnaire

Please complete all of the following information.

Address: 549 Congress ST Zone: B-3
CBL: 37 C 17

Single Tenant Lot? Yes No 0% Multi Tenant Lot? Yes & No

Tenant/allocated building space frontage (feet): Length: 25 Height: 15

Information on proposed sign(s):

Freestanding (e.g., pole) sign? Yes No Dimensions proposed _____
Bldg. wall sign? (attached to bldg) Yes No Dimensions proposed 20" x 47"

Information on already existing and permitted sign(s):

Freestanding (e.g., pole) sign? Yes No Dimensions proposed N/A
Bldg. wall sign? (attached to bldg) Yes No Dimensions proposed: _____
Awning? Yes No Dimensions: _____
Lot frontage (feet): _____

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.

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 are also required.

Signature of applicant: [Signature] Date: 12/7/05

~For office use only~

2 ft per foot of frontage - 50 ft

$20" \times 47" = 940" \div 144 = 6.53 \text{ ft}$

DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND, ME

DEC - 8 2005

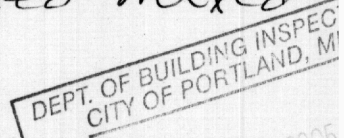
RECEIVED



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: <u>549 Congress St.</u>		
Total Square Footage of Proposed Structure <u>25,000</u>		Square Footage of Lot <u>5,041</u>
Tax Assessor's Chart, Block & Lot Chart# <u>37</u> Block# <u>C</u> Lot# <u>17</u>		Owner: <u>Congress Joint Development LLC</u> Telephone: <u>450-7100</u>
Lessee/Buyer's Name (If Applicable) <u>Portland's Downtown District</u>	Applicant name, address & telephone: <u>Janis Beitzer</u> <u>94 Free St 04101</u> <u>772-6828</u>	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage = Total Fee: \$ <u>12</u> + <u>65</u> Awning Fee = cost of work _____ Total Fee: \$ <u>77</u>
Current Specific use: <u>Business Improvement District Office</u> If vacant, what was prior use: <u>retail</u> How long has it been vacant? <u>1 year</u>		
Proposed Use: <u>office</u>		
Project Description: <u>office in newly rehabilitated mixed use building</u>		
Contractor's name, address & telephone: <u>Congress Joint Development</u> <u>10 Dana St Portland 04101</u> <u>450-7100</u>		
Who should we contact when the permit is ready: <u>Janis Beitzer</u> Mailing address: <u>94 Free St</u> <u>Portland ME 04101</u> Phone: <u>772-828</u>		



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.

Janis Beitzer Date: 12/7

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

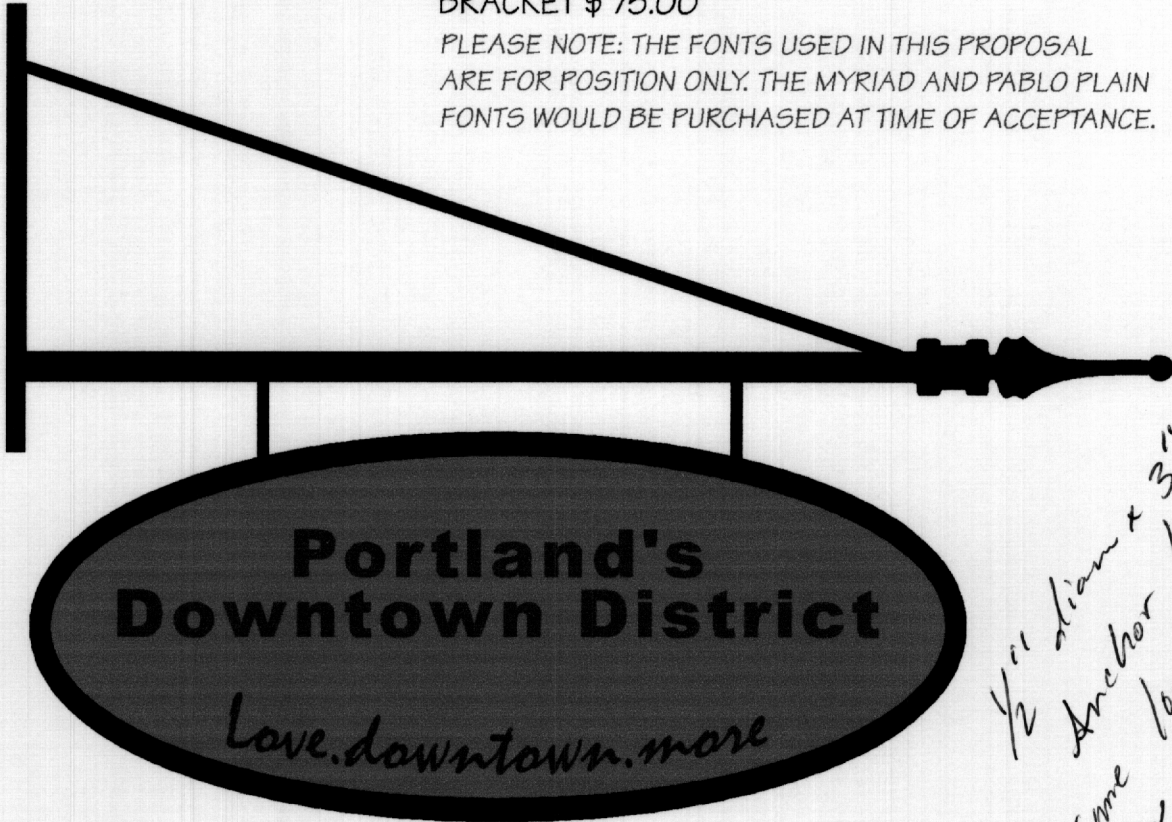
PAGE 1

BRACKET TO BE SUPPLIED BY THE LANDLORD
GREATER PORTLAND AREA DELIVERY OF SIGN TO
BRACKET FABRICATOR. \$ 10.00.

OR

INSTALLATION OF SIGN ONTO INSTALLED
BRACKET \$ 75.00

PLEASE NOTE: THE FONTS USED IN THIS PROPOSAL
ARE FOR POSITION ONLY. THE MYRIAD AND PABLO PLAIN
FONTS WOULD BE PURCHASED AT TIME OF ACCEPTANCE.



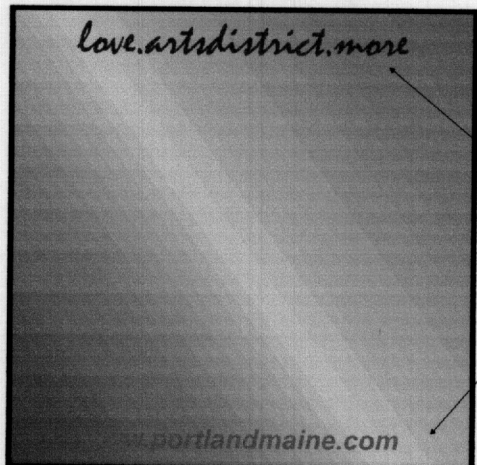
1/2" aluminum x 3"
Anchor bolts -
Some locations -
New holes -
Steele w/epoxy.

DOUBLEFACE 20" X 47" X 3/4" MDO, PRIMED & PAINTED (KHAKI)
 OVAL SANDWICHED BETWEEN 17" X 45" X 1/2" MDO OVAL ,
 PRIMED & PAINTED (BLACK) WITH ROUTERED (BLUEBERRY)
 LETTERING. LOVE.DOWNTOWN.MORE = RASPBERRY VINYL
 LETTERING
 SIGN WITHOUT BRACKET \$ 596.00

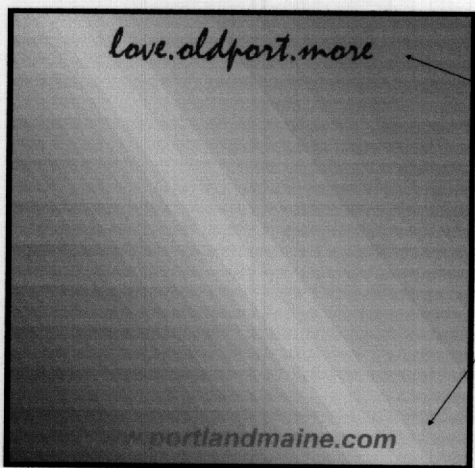


PROPOSAL CONTINUES ON PAGE 2

TWO WINDOWS \$ 80.00
INSTALLATION PENDING WEATHER CONDITIONS. ,
TEMPERATURE MB&D SCHEDULE.



love.artsdistrict.maine
www.portlandmaine.com



love.oldport.maine
www.portlandmaine.com

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Decal Co.

Phone 207-465-4200 ,Fax 207-465-4300,
www.mainebanner.com
16 Bonnie Ave., Oakland, ME 04963

Janis Beitzer

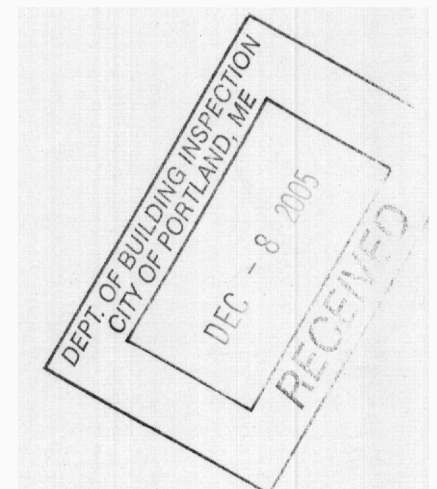
From: Thomas Moulton [tmoulton@dunham-group.com]
Sent: Monday, November 21, 2005 3:55 PM
To: Janis Beitzer
Subject: Sign Permit - Winslow Building

Jan,

After reviewing your sign design and color scheme I want to inform you that I approve of what you are proposing at **549** Congress Street (Winslow Lofts). I am the owner of the **549** Congress Street, Portland Maine and have to authorization to approve your request. The sign will be a non illuminated shingle style sign as proposed. Please contact me if you have any questions.

Truly,

Thomas W. Moulton, CCIM, SIOR
Partner
NAI The Dunham Group
10 Dana Street, Suite 400
Portland, Maine 04101
phone: 207-773-7100
fax: 207-773-5480
email: tmoulton@dunham-group.com
www.dunham-group.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/05/2005

PRODUCER (207) 729-0102 FAX (207) 729-4071
Norton Insurance Agency, Inc.
181 Park Row
PO Box 655
Brunswick, ME 04011

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.

INSURED Downtown Improvement District, Inc
94 Free St
Portland, ME 04101

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Peerless Insurance Company	24198
INSURER B: Maine Employers Mutual Ins.	11149
INSURER C: Nautilus Insurance Company	
INSURER D:	
INSURER E:	

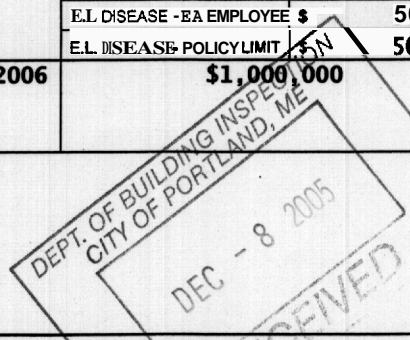
COVERAGES

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 SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	A	GENERAL LIABILITY	CBP9603642	07/01/2005	07/01/2006	EACH OCCURRENCE \$ 1,000,000
		<input checked="" type="checkbox"/> COM				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COM/OP AGG \$ 2,000,000
A	A	AUTOMOBILE LIABILITY	CBP9603642	07/01/2005	07/01/2006	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
		<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
		<input checked="" type="checkbox"/> HIRED AUTOS				PROPERTY DAMAGE (Per accident) \$
		<input checked="" type="checkbox"/> NON-OWNED AUTOS				
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY: EA ACC \$
						AGG \$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$
						\$
		RETENTION \$				\$
B	A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	18100143031	07/01/2005	07/01/2006	WC STATU-TORY LIMITS OTH-ER \$
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				E.L. EACH ACCIDENT \$ 500,000
						E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
C	A	OTHER Special Events	NC466384	07/01/2005	07/01/2006	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

as respects business sign:
*549 Congress St
new location*



CERTIFICATE HOLDER

CANCELLATION

City of Portland
Legal Dept
389 Congress St
Portland, ME 04101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES

AUTHORIZED REPRESENTATIVE
Tammy Ellis CIC, CPIW