

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING DEPARTMENT

PERMIT

Permit Number: 050836

Please Read
Application And
Notes, If Any,
Attached

This is to certify that HEGA REALTY TRUST / The Signery

has permission to Sidewalk sign

AT 545 CONGRESS ST 037 C017001

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 when permission is procured before this building or part thereof is altered or closed-in. 24 HOUR 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 _____

DepartmentName

[Handwritten Signature]
7/15/05
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 05-0836	Issue Date:	CBL: 037 C017001
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Location of Construction: 545 CONGRESS ST	Owner Name: HEGA REALTY TRUST	Owner Address: 218 EAST RD	Phone:
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Business Name:	Contractor Name: The Signery	Contractor Address: 299 Forest Avenue Portland	Phone: 2078797700
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Lessee/Buyer's Name	Phone:	Zone: R-6
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Past Use: Commercial	Proposed Use: Commercial sidewalk sign	Permit Fee: \$30.00	Cost of Work: \$54.00	CEO District: 1
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FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <i>N/A</i> Signature:	INSPECTION: Use Group: U Type: Sign IBC 2003 Signature:
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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: dmartin	Date Applied For: 06/27/2005	Zoning Approval	
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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 checked="" type="checkbox"/> MM <input type="checkbox"/> Date: <i>6/28/05</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 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>N/A</i> Date:
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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: 05-0836	Date Applied For: 0612712005	CBL: 037 C017001
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Location of Construction: 545 CONGRESS ST	Owner Name: HEGA REALTY TRUST	Owner Address: 218 EAST RD	Phone:
Business Name:	Contractor Name: The Signery	Contractor Address: 299 Forest Avenue Portland	Phone (207) 879-7700
Lessee/Buyer's Name	Phone:	Permit Type: Single Family	

Proposed Use: Commercial sidewalk sign	Proposed Project Description: Sidewalk sign
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Dept: Zoning **Status:** Approved **Reviewer:** Marge Schmuckal **Approval Date:** 0612812005

Note: **Ok to Issue:**

Dept: Building **Status:** Approved with Conditions **Reviewer:** Tammy Munson **Approval Date:** 07/15/2005

Note: **Ok to Issue:**

1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.

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>543 Congress Street, Portland ME 04101</u>		
Total Square Footage of Proposed Structure ^{Double sided} <u>3' x 2' = 6 sq. ft. x 2 = 12 sq. ft.</u>	Square Footage of Lot <u>1500 sq. ft.</u>	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Owner: <u>Peter Skapinsky</u>	Telephone: <u>871-1080</u>
Lessee/Buyer's Name (if applicable) <u>Cadillac Mountain Sports</u>	Applicant name, address & telephone: <u>Sara Hurd O'Connell</u> <u>26 Cottage St.</u> <u>Bar Harbor, ME 04609</u> <u>388-8160 x 12</u>	Total s.f. of signage x \$2.00 per s.f. plus \$30.00/\$45.00 for H.D. signage = Total Fee: \$ _____ Awning Fee = Cost Of Work: \$ _____ Total Fee: \$ _____

Current use: Specialty Retail (Cadillac's The NorthFace Store)

If the location is currently vacant, what was prior use: _____

Approximately how long has it been vacant: _____

Proposed use: _____

Project description: _____

**DEPT. OF BUILDING INSPECTION
CITY OF PORTLAND, ME**

JUN 17 2005

RECEIVED

Contractor's name, address & telephone: The Signery - MIKE Stivaletti 879-7700

Whom should we contact when the permit is ready: Mark Lichter

Mailing address: 543 Congress St. (207) 699-2333
Portland, ME 04101

We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A STOP WORK ORDER will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: (207) 699-2333

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT. WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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 Officer'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: Sara Hurd O'Connell Date: 6/15/05

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

SIGNAGE/AWNING PRE-APPLICATION QUESTIONNAIRE

PLEASE COMPLETE ALL INFORMATION

ADDRESS: 543 Congress Street ZONE: _____

CBL: _____

SINGLE TENANT LOT? YES _____ NO X MULTI TENANT LOT? YES X NO _____

MORE THAN ONE SIGN TOTAL WITH PROPOSED SIGN? YES _____ NO X

TENANT/ALLOCATED BUILDING SPACE FRONTAGE (FEET):

Length: _____ Height: _____

INFORMATION ON PROPOSED SIGN(S):

FREESTANDING (e.g., pole) SIGN? YES _____ NO _____ DIMENSIONS PROPOSED: _____

BLDG. WALL SIGN? (attached to bldg) YES _____ NO _____ DIMENSIONS PROPOSED: _____

INFORMATION ON ALREADY EXISTING AND PERMITTED SIGN(S):

FREESTANDING (e.g., pole) SIGN? YES _____ NO X DIMENSIONS: _____

BLDG. WALL SIGN(attached to bldg)? YES X NO _____ DIMENSIONS: 24" x 32"

AWNING? YES X NO ~~_____~~ DIMENSIONS: 5'6" x 7'6" x 7'6"

LOT FRONTAGE (FEET): 23 Ft

AWNING YES X NO ~~_____~~ IS AWNING BACKLIT? YES _____ NO X

HEIGHT OF AWNING: 7 Ft LENGTH OF AWNING: 7 ft DEPTH: 5 Ft

IS THERE ANY COMMUNICATION, MESSAGE, TRADEMARK OR SYMBOL ON IT? YES _____ NO X

IF YES, TOTAL S.F. OF PANELS WITH COMMUNICATIONS/MESSAGE/TRADEMARK/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: Austin D. Council DATE: 6/15/05

***** FOR OFFICE USE ONLY *****

CHECKLIST FOR SIGN/AWNING APPLICATION

Applicants for a sign or awning permit are required to submit the following information to the Code Enforcement Office at the time of application:

- Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way. Amount must equal \$400,000.00.
- Letter of permission from the owner indicating the permissions granted and the tenant/space building frontage.
- A sketch plan of lot, indicating location of buildings, driveways, and any abutting streets or rights of way, lengths of building frontages, street frontages, and all existing setbacks. Indicate on the plan all existing and proposed signs with their dimensions and specific locations. Be sure to include distance from the ground and building facade dimensions for any signage attached to a building.
- A sketch or photo of any proposed sign(s) indicating *content, dimensions, materials, source of illumination, and construction method, as well as specifics of installation/attachment.*
- Certificate of Flammability required for awning or 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 Permit.
- Pre-Application Questionnaire completed and attached. Photos of existing signage attached.

**Permit Fee for signage or awning-with-signage:
\$30.00 plus \$2.00 per square foot of sign.**

**Permit Fee for awning-without-signage is based on cost of work:
\$30.00 for the first \$1,000.00, plus \$9.00 for each additional \$1,000.00.**

Base Application Fee for any Historic District signage is \$65.00 instead of \$30.00

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: 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

A sign may be removed after notice to the owner and the permit, if issued, may be revoked if the sign does not conform to the standards herein.

For a sidewalk sign permit, come to City Hall, 389 Congress Street, Room 315, with:

- Certificate of Liability Insurance
- Drawing of sign showing dimensions and design work
- Payment of \$30.00 plus \$2.00 per s.f. of signage.
- Complete application with pre-application questionnaire and checklist completed.

ATTN: SARA HURD

4 PAGES TOTAL



**DIRIGO
MANAGEMENT
COMPANY**

June 6, 2005

Code Enforcement Office
City of Portland
389 Congress Street
Portland, Maine 04101

RE: Proposed Exterior Sign

Dear City of Portland Code Enforcement Office,

I hereby grant permission to Cadillac's The North Face store to place an A-frame style sign in front of their storefront at 543 Congress Street in Portland, Maine. The area of sidewalk in front of the store is 12 feet wide by 23 feet long and therefore creates an area of 276 sq. ft. This area will easily accommodate the sign and leave plenty of room for pedestrian traffic.

As always, if you have any questions, please do not hesitate to call me.

Sincerely,

Peter S. Skapinsky, CPM
As Authorized Agent for HEGA Realty Trust, Owner
peter@diriaomamt.com



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

ACORD CERTIFICATE OF LIABILITY INSURANCE

CSR CS
CURT-MA

DATE (MM/DD/YYYY)
06/02/05

PRODUCER
The Swan Agency
P.O. Box 63
43 Cottage Street
Bar Harbor ME 04609
Phone: 207-288-5044

THIS CERTIFICATE IS IN FULL FORCE AND EFFECT ONLY IF THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Cadillac Mountain Sports
Matthew Curtis
26 Cottage Street
Bar Harbor ME 04609

INSURERS AFFORDING COVERAGE

INSURER A: **Maine Mutual Insurance**
INSURER B:
INSURER C:
INSURER D:
INSURER E:

NSR ADD'L LTR INSRD	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 <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners	BP0425748	12/29/04	12/29/05	EACH OCCURRENCE	\$ 1000000
	<input type="checkbox"/> GENL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$	
	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				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY: EA ACC \$ AGG \$	
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				AGGREGATE \$ \$ \$	
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTHER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
	OTHER					

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

CERTIFICATE HOLDER

CITY OF

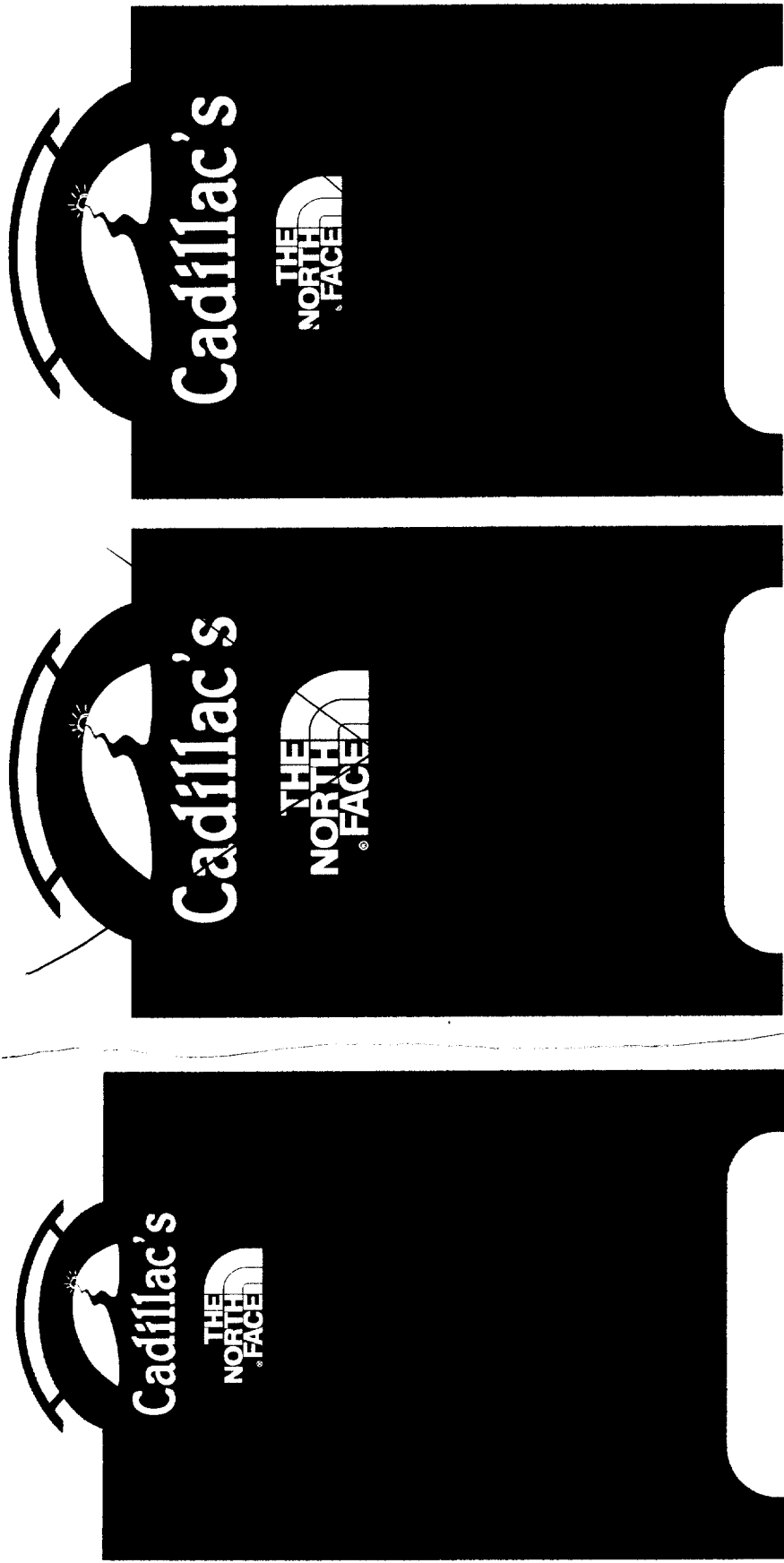
City of Portland
Portland ME 04101

CANCELLATION

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 DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Proposed sign:



36" x 24"



Approved by: _____

Date: _____

PLEASE REVIEW THIS PROOF CAREFULLY AND SEND COPY BACK TO THE SIGNERY THANK YOU

Materials:

- (1) Sidewalk Board - Cut to Shape
- 36" x 24"
- Painted Oil Black
- HP Tomato Red
- HP White
- Customized Handle
- Chalkboard - Size TBD
- FILE: cadillac.plt 2005-06

 288 FOREST AVE FORTLAND, ME PHONE 878-7700 FAX 878-8070	JOB INFO DESIGNER <div style="border: 1px solid black; padding: 2px; display: inline-block;">MS</div>	INSTALL <input type="checkbox"/> YES <input checked="" type="checkbox"/> V <input type="checkbox"/> B	 Cadillac's
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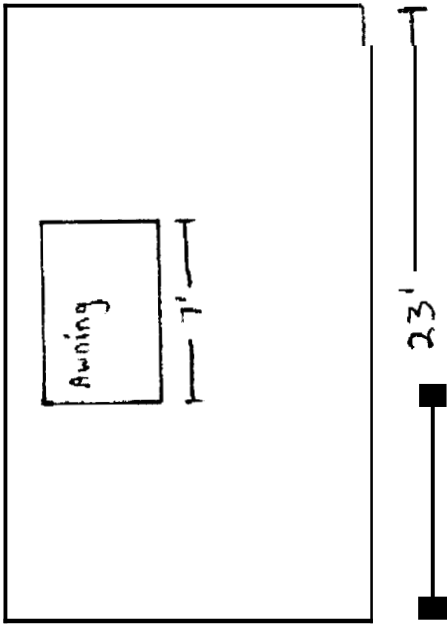
BY SIGNING OFF ON THIS PROOF, YOU ARE GIVING THE SIGNERY THE GO TO PRODUCE THIS WORK TO THE SPECIFICATIONS LISTED. Until approved Job and Deposit is made, This proof is property of The Signery

ATTN. Sara H

Sidewalk Area = 23' x 12' = 276 ft

Awning Area ≈ 7' x 5' ≈ 245

Front of Store



Side of Store

