

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

## BUILDING DEPARTMENT

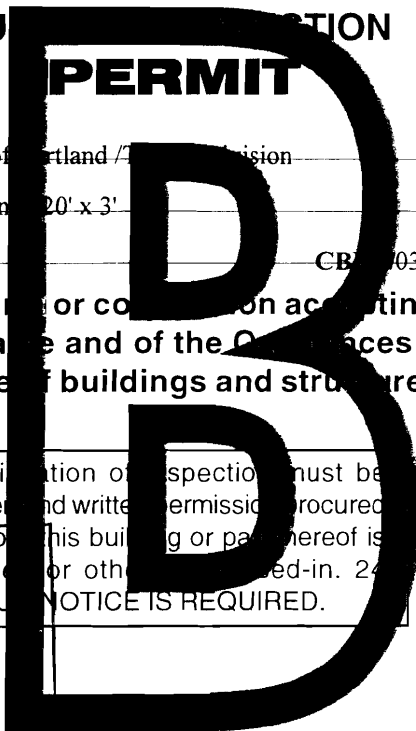
### PERMIT

Permit Number: 090377

Please Read Application And Notes, If Any, Attached

This is to certify that PACHIOS HAROLD C /City of Portland / Division \_\_\_\_\_  
has permission to Replace existing sign - new sign 20' x 3'  
AT 516 CONGRESS ST CB# 037 H009001

provided that the person or persons, firm or corporation accounting 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 entered for other use-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

PERMIT ISSUED  
MAY 11 2009  
CITY OF PORTLAND

OTHER REQUIRED APPROVALS  
Fire Dept. \_\_\_\_\_  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

*Ronald H. Mackley* 5/8/09  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

## 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

5-11-09  
Date

  
\_\_\_\_\_  
Signature of Inspections Official

5/8/09  
Date

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

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

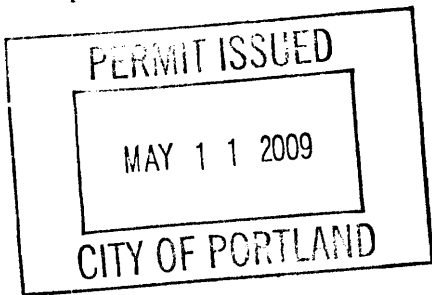
Permit No: 09-0377	Issue Date:	CBL: 037 H009001
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Location of Construction: 516 CONGRESS ST	Owner Name: PACHIOS HAROLD C	Owner Address: 565 CONGRESS ST RM 203	Phone:
Business Name:	Contractor Name: City of Portland /Trades Division	Contractor Address: 389 Congress Street Kathy Alves Portl	Phone 2078748895
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B-3

Past Use: Community Television Network	Proposed Use: Community Television Network / Replace existing sign - new sign is 20' x 3'	Permit Fee: \$185.00	Cost of Work: \$107.00	CEO District: 1
Proposed Project Description: Replace existing sign - new sign is 20' x 3'		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <b>B</b> Type: <b>Sign</b> <b>IBC 2003</b> Signature: <b>Jm 5/8/09</b>	
		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: Ldobson	Date Applied For: 04/28/2009	<b>Zoning Approval</b>	
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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..



<b>Special Zone or Reviews</b> <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"/> Date: <b>5/11/09</b> <i>AKM</i>	<b>Zoning Appeal</b> <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:	<b>Historic Preservation</b> yw <input type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <b>5/11/09</b> <i>D. Andrews</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



# 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>516 Congress Street</u>		
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot# <u>37</u> <u>H</u> <u>9</u>	Owner: <u>Penny Carson</u> <u>Harold Pachios</u>	Telephone: <u>774-5541</u>
Lessee/Buyer's Name (If Applicable) <u>Community Television Network</u>	Contractor name, address & telephone: <u>Kathy Alvis</u> <u>Public Facilities, City of</u> <u>Portland</u> <u>389 Congress Street</u> <u>233-8523</u>	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total Fee: \$ <u>42</u> Awning Fee= cost of work _____ Total Fee: \$ <del>72</del> <u>107</u>
Who should we contact when the permit is ready: <u>Tom Handel</u> phone: <u>775-2900 Ext. 15</u> <u>frontage is 40'</u> <u>40' x 2 = 80'</u> Height <u>35'</u>		
Tenant/allocated building space frontage (feet): _____ Length: _____ Height _____ Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot _____		
Current Specific use: <u>Community Television Station</u> If vacant, what was prior use: _____ Proposed Use: <u>same</u>		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes _____ No <input checked="" type="checkbox"/> Dimensions proposed: _____ Height from grade: _____ Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: <del>3' x 7' = 21'</del> <u>3' x 22' - see email from Tom Handel 5/1/09</u>		
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 <input checked="" type="checkbox"/> Dimensions: <u>being replaced</u> Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No _____ Dimensions: <del>3' x 7' = 21'</del> 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.		

APR 2 2009  
107  
5'  
21' x 22' = 462 s.f.

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](http://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: <u>Tom Handel</u>	Date: <u>4-28-09</u>
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This is not a permit, you may not commence ANY work until the permit is issued.

**CITY OF PORTLAND**  
**DEPARTMENT OF PLANNING & URBAN DEVELOPMENT**  
389 Congress Street  
Portland, Maine 04101

**INVOICE FOR PERMIT FEES**

<b>Application No:</b>	9-0377	<b>Applicant:</b>	PACHIOS HAROLD C
<b>Project Name:</b>	Replace existing sign - new sign is	<b>Location:</b>	516 CONGRESS ST
<b>CBL:</b>	037 H009001	<b>Development Type:</b>	
<b>Invoice Date:</b>	04/28/2009		

<b>Previous Balance</b>	-	<b>Payment Received</b>	+	<b>Current Fees</b>	-	<b>Current Payment</b>	=	<b>Total Due</b>	<b>Payment Due Date</b>
\$0.00		\$0.00		\$185.00		\$107.00		\$78.00	On Receipt

**First Billing**

<b>Previous Balance</b>	<b>\$0.00</b>
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Fee Description	Qty	Fee/Deposit Charge
Sign Permit Historic District	1	\$65.00
Signs sq. feet	60	\$120.00
		\$185.00
<b>Total Current Fees:</b>	+	<b>\$185.00</b>
<b>Total Current Payments:</b>	-	<b>\$107.00</b>
<b>Amount Due Now:</b>		<b>\$78.00</b>

Detach and remit with payment

**Bill to:** PACHIOS HAROLD C  
565 CONGRESS ST RM 203  
PORTLAND, ME 04101

CBL 037 H009001  
**Application No:** 9-0377  
**Invoice Date:** 04/28/2009  
**Invoice No:** 34350  
**Total Amt Due:** \$78.00  
**Payment Amount:**

Make checks payable to the *City of Portland*, ATTN: Inspections, 3rd Floor, 389 Congress Street, Portland, ME 04101.

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

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

<b>Permit No:</b> 09-0377	<b>Date Applied For:</b> 04/28/2009	<b>CBL:</b> 037 H009001
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<b>Location of Construction:</b> 516 CONGRESS ST	<b>Owner Name:</b> PACHIOS HAROLD C	<b>Owner Address:</b> 565 CONGRESS ST RM 203	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> City of Portland /Trades Division	<b>Contractor Address:</b> 389 Congress Street Kathy Alves Portl	<b>Phone</b> (207) 874-8895
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Signs - Permanent	

<b>Proposed Use:</b> Community Television Network / Replace existing sign - new sign is 20' x 3'	<b>Proposed Project Description:</b> Replace existing sign - new sign is 20' x 3'
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<b>Dept:</b> Historic	<b>Status:</b> Approved	<b>Reviewer:</b> Deborah Andrews	<b>Approval Date:</b> 05/06/2009	<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Dept:</b> Zoning	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 05/06/2009	<b>Note:</b> 1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Tom Markley	<b>Approval Date:</b> 05/08/2009	<b>Note:</b> 1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code. 2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>

**Comments:**

5/6/2009-amachado: Spoke to Tom Handel. Need to know the length of the sign. He said that the two end panels were 3' x 5' and the middle panel was 16' x 3'. The total length of the sign along the wall is 20'. Tom measured it and sent the details in an email.

5/6/2009-amachado: Application said that the sign was 7' x 3'. The sign is actually 20' by 3'. Applicant owes \$78.



## Signage/Awning Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

- 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.
- 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. Please 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 façade dimensions for any signage attached to the building.
- A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
- Certificate of flammability required for awning or canopy.
- A UL# is required for lighted signs at the time of final inspection.
- Pre-application questionnaire completed and attached.
- Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground.

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, \$10.00 per additional \$1,000.00 of cost.

Base application fee for any Historic District signage is \$65.00.

**From:** Thomas Handel <tom@ctn4maine.org>  
**To:** <amachado@portlandmaine.gov>  
**Date:** 5/6/2009 12:16:16 PM  
**Subject:** CTN sign 516 Congress Street

As per our phone conversation today, I've just measured our sign out front. The front panel is 16 feet in length and the total length of the structure is 20 feet. The side panels come out 3 feet from the building, are 3 feet high and is about 5 feet in length.

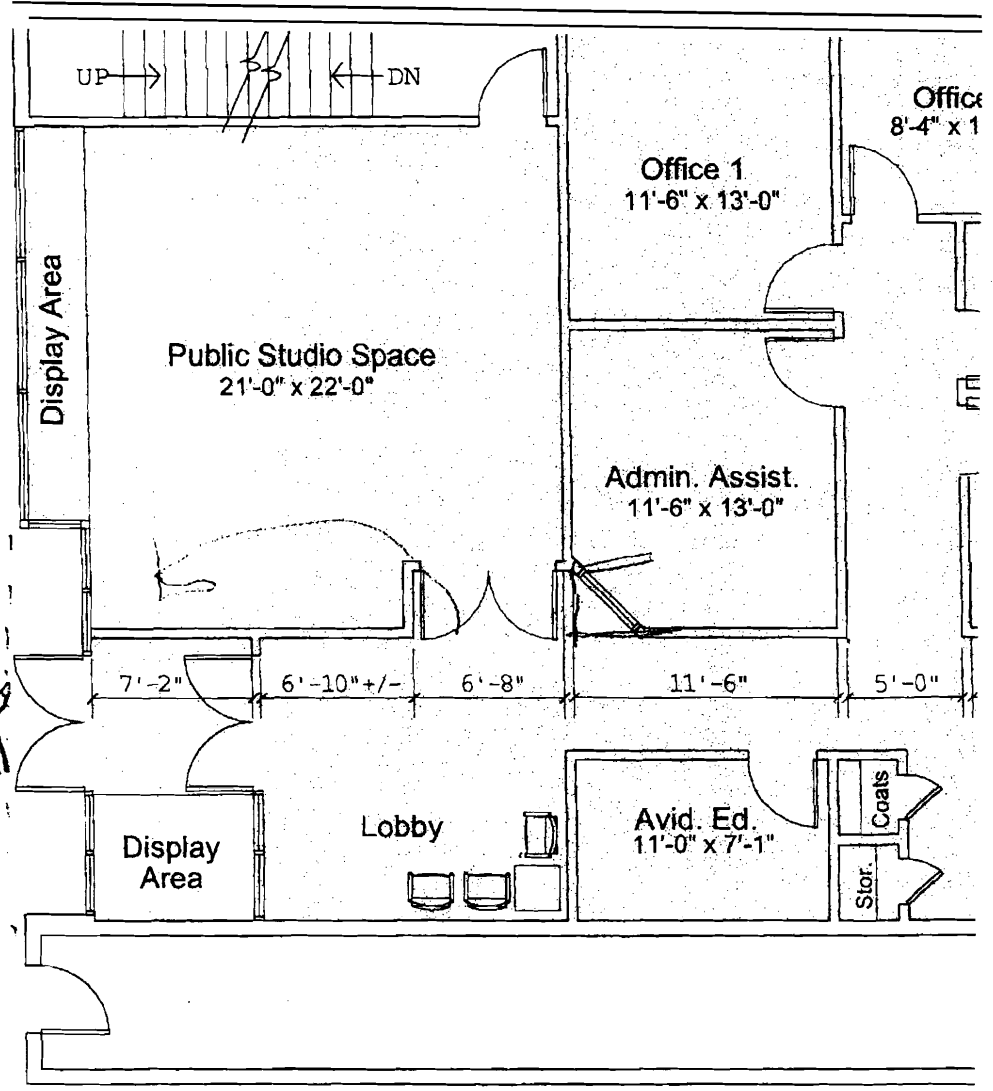
Please feel free to contact with any other questions.

Thank you,  
Tom Handel  
Community Television Network  
516 Congress Street  
Portland, Maine 04101  
Web: ctn4maine.org  
tom@ctn4maine.org  
207-775-2900 Ext. 15  
Fax: 207-761-2559

MAY -- 6 2009



sign location  
over door





20'

11-12-13-14-15-16-17

Panel 1

16 x 3

16'

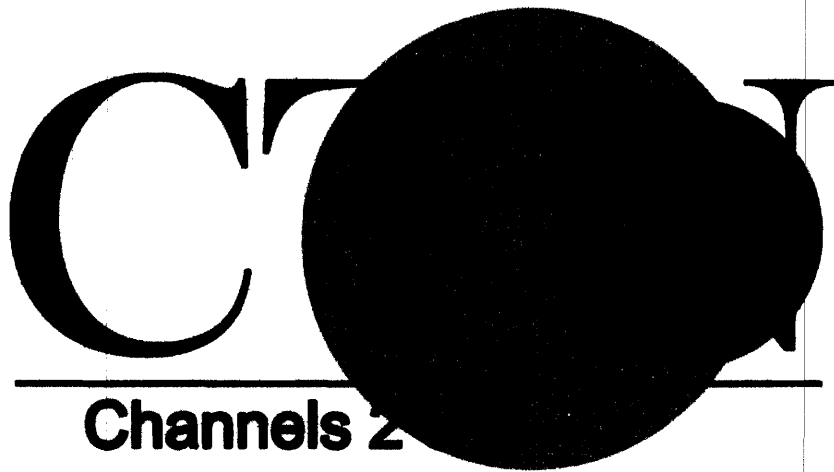


31

dimensions per conversation w/ Tom Handled 5/6/09  
- confirmed by email.

Panel 2

5'



per email from Tom Handel - 5/6/09

# ESTIMATE - CONTRACT

SOLD TO: Community Television Network  
 DEL. ADDRESS 516 Congress Street  
Portland, Maine 04101  
 MAIL ADDRESS \_\_\_\_\_

W.O.#	_____
JOB#	_____
DATE	<u>3/27/09</u>
EST. DEL. DATE	<u>2 weeks</u>
HOME PHONE	_____
BUS. PHONE	<u>775-2900</u>
FRAME STYLE	<u>existing frame</u>
FABRIC & COLOR	<u>Sunbrella</u>
FABRIC STYLE#	<u>to be determined</u>

Manufacture and install new fabric cover for existing awning/sign at 516 Congress St.

Fabric: Sunbrella woven acrylic awning material in the flame retardant HUV. Your selected color. Carries the manufacturers 5 year limited warranty and is flame retardant to meet local code requirements.

Frame: We will use the existing framework.

Dimensions: Will not change 26' wide x 3'-0" tall x 3'-0" projection. *20' according to email from Tom Handel 5/1/09*

Graphics: Hand painted graphics to be lettered onto front and both tapered sides with new station identifier logos. Your selected color or colors.

Scope: Remove frame and bring back to our shop. Remove old fabric and dispose. Fit and sew new cover and re-stretch onto frame. Apply graphics per new logo or logo in selected color. Re-install back to original position on building face.

ITEM:	ESTIMATE
as above.....	\$1,485.00
Tax (If applicable)....	\$50.00
ESTIMATE TOTAL	\$1,535.00
LESS DEPOSIT	50%
DUE UPON INSTALLATION	net

**CONTRACT AGREEMENT**  
 Maine Bay Canvas, Inc. agrees to sell, deliver and install to the Buyer, and the Buyer agrees to purchase and accept from Maine Bay Canvas, Inc. the above described goods or property, subject to and upon the terms and conditions hereof expressed. Any alteration or deviation from specifications involving extra costs will become an additional charge over and above the quote.  
 Until the said total balance is paid in full and all of the conditions hereof are fully performed title to and ownership of the property purchased under this contract shall be and remain the property of Maine Bay Canvas, Inc.  
 No cancellations will be accepted after work has started, or on special order merchandise. Delivery dates shown are approximate unless otherwise stated.  
 Accounts 30 days past stated terms will be subject to an 18% annual finance charge.

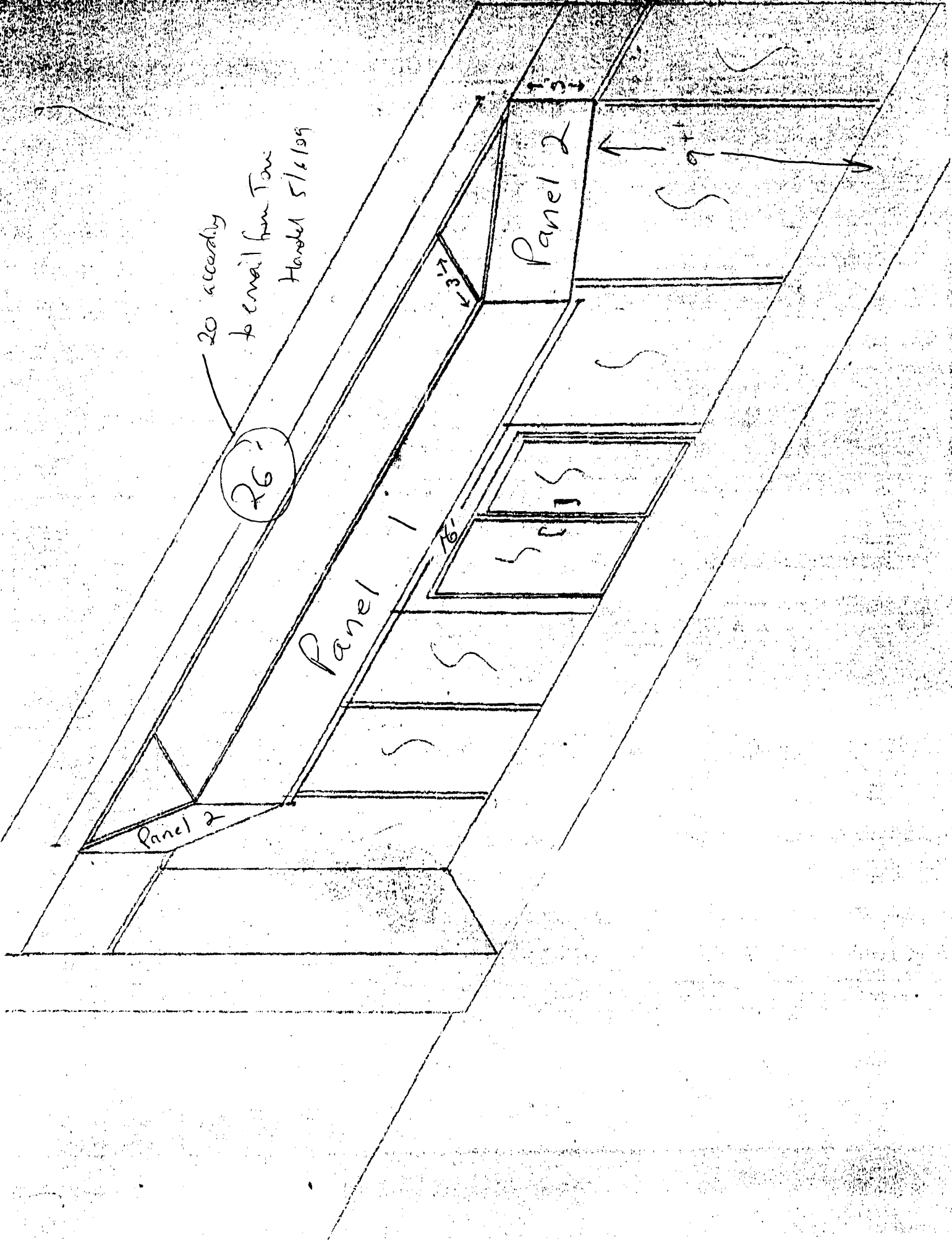
BUYER \_\_\_\_\_  
 SELLER *Daniel Gurnea*

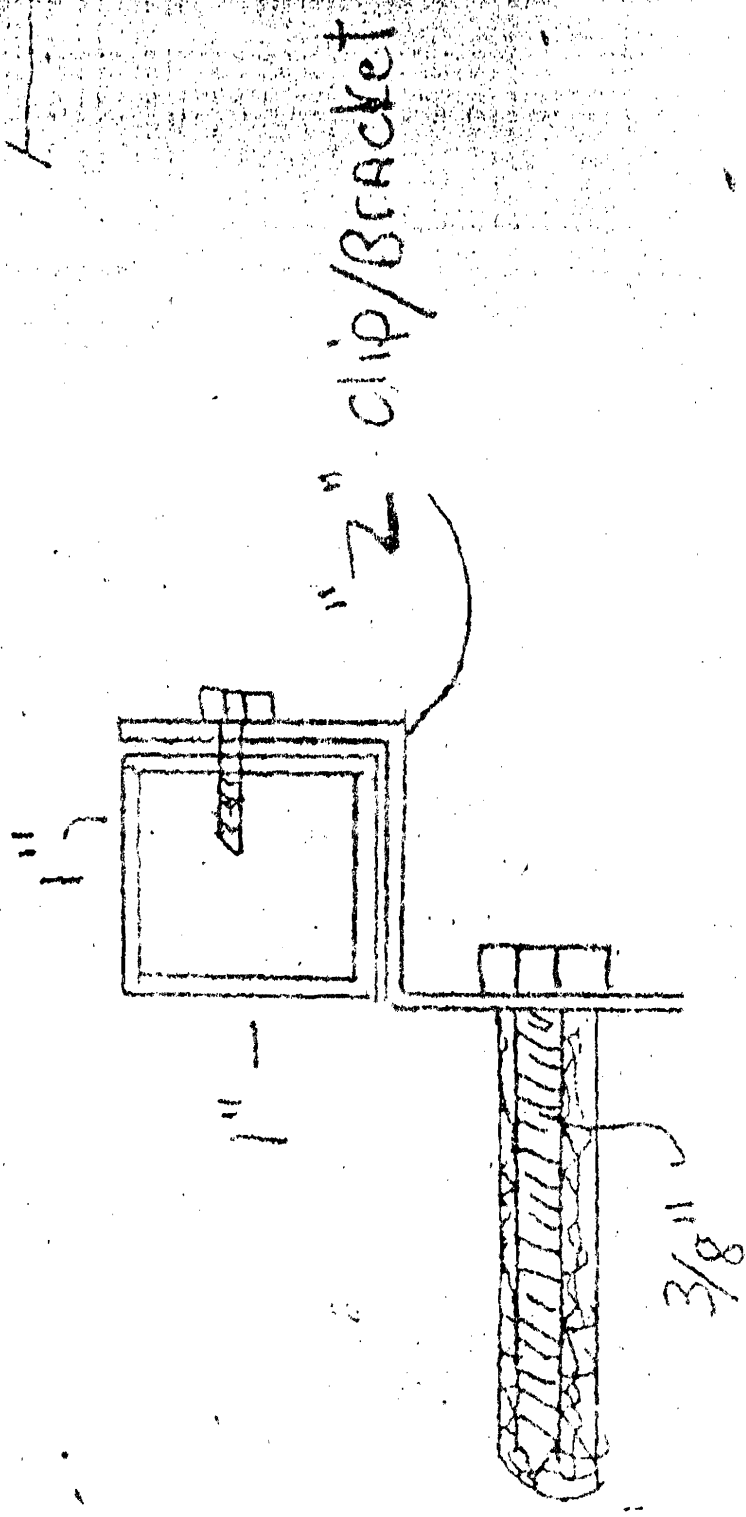
**Maine Bay Canvas**

53 Industrial Way  
 Portland, Maine 04103  
 207-878-8888 Fax: 878-5119

20 according  
to email from Tom  
Harden 5/6/09

26-





FASTENER INTO MORTAR JOINT

# Certificate of Flame Resistance



REGISTERED  
APPLICATION  
CONCERN No.

GA-217

ISSUED BY  
**JOHN BOYLE & COMPANY, INC.**  
Salisbury Road  
Statesville, NC 28677  
704-872-8151

Date treated or  
manufactured

This is to certify that the materials described below have been flame-retardant treated (or are inherently nonflammable).

FOR Maine Bay Canvas, Inc. ADDRESS 53 Industrial Way  
CITY Portland, ME 04103 STATE \_\_\_\_\_

Certification is hereby made that: (Check "a" or "b")



(a) The articles described below this Certificate have been treated with a flame-retardant chemical approved and registered by the State Fire Marshal and that the application of said chemical was done in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal.

Name of chemical used \_\_\_\_\_ Chem. Reg. No. \_\_\_\_\_

Method of application \_\_\_\_\_



(b) The articles described below are made from a flame-resistant fabric or material registered and approved by the State Fire Marshal for such use

Trade name of flame-resistant fabric or material used Sunbrella Firesist Reg. No. \_\_\_\_\_

The Flame-Retardant Process Used WILL NOT Be Removed By Washing

JOHN BOYLE & COMPANY, INC.

Name of Applicant or Production Superintendent

JOHN BOYLE & COMPANY, INC.

By

Walter Conize  
Special Products Manager





COMMERCIAL & INDUSTRIAL PROPERTIES, INC.  
567 CONGRESS STREET • PORTLAND, MAINE 04101

November 19, 2004

Tom Handel  
Community Television Network  
389 Congress Street  
Portland, Maine 04101

Dear Tom,

Thank you for showing me the drawings for the proposed signage at 516 Congress Street for the Community Television Network's new location.

Provided that both signs meet the City of Portland's Sign Ordinance Regulations, than you have the permission of the building owner to install the signs.

Sincerely,

A handwritten signature in cursive script that reads "Penelope P. Carson".

Penelope P. Carson  
Property Manager

Phone: 207-774-5541 • Fax: 207-774-2839

**Property Management. Leasing & Sales**