

**City of Portland, Maine – Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: <b>20 Free St</b>		Owner: <b>Free St Associates</b>		Phone: <b>772-9078</b>		<b>Permit No: 9 80769</b> <div style="border: 2px solid black; padding: 5px; text-align: center;"> <b>PERMIT ISSUED</b>  <b>JUL 16 1998</b>  <b>CITY OF PORTLAND</b> </div>	
Owner Address:		Lessee/Buyer's Name: <b>Regency Mortgage</b>		Phone:			BusinessName:
Contractor Name: <b>The Signery</b>		Address: <b>299 Forest Ave Pctd, ME 04101</b>		Phone: <b>879-7700</b>			Permit Issued:
Past Use: <b>Office</b>		Proposed Use:		<b>COST OF WORK:</b> \$ <b>FIRE DEPT.</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied Signature:			<b>PERMIT FEE:</b> \$ <b>26.10</b> <b>INSPECTION:</b> Use Group: Type: Signature:
Proposed Project Description: <b>Erect Signage 5.5 Sq Ft</b>				<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b> Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied Signature: Date:		Zone: <b>B 3</b> CBL: <b>038-A-003</b> Zoning Approval:	
Permit Taken By: <b>HC</b>		Date Applied For: <b>13 July 1998</b>				<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"/>	

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..

**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 provisions of the code(s) applicable to such permit

**13 July 1998**

SIGNATURE OF APPLICANT	ADDRESS:	DATE:	PHONE:
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		PHONE:	

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

**Zoning Appeal**

☐ Variance  
☐ Miscellaneous  
☐ Conditional Use  
☐ Interpretation  
☐ Approved  
☐ Denied

**Historic Preservation**

☐ Not in District or Landmark  
☐ Does Not Require Review  
☐ Requires Review

**Action:**

☐ Approved  
☐ Approved with Conditions  
☐ Denied

Date: \_\_\_\_\_

CEO DISTRICT



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

**Building or Use Permit Pre-Application  
Attached Single Family Dwellings/Two-Family Dwelling  
Multi-Family or Commercial Structures and Additions Thereto**

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

**NOTE\*\*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 (include Portion of Building) <b>20 FREE STREET</b>			
Total Square Footage of Proposed Structure <b>5.5 SQ. FT.</b>		Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number Chart# <b>038</b> Block# <b>A</b> Lot# <b>005</b>		Owner: <b>FREE STREET ASSOCIATES</b>	Telephone#: <b>772-9078</b>
Owner's Address: <b>20 FREE STREET</b>		Lessee/Buyer's Name (If Applicable) <b>REGENCY MORTGAGE</b>	Cost of Work: <input checked="" type="checkbox"/> \$ <b>5.5</b> Fee \$ <b>26.10</b>
Proposed Project Description: (Please be as specific as possible) <b>HANGING SIGN</b>			
Contractor's Name, Address & Telephone <b>THE SIGNERY 299 FOREST AVE 04101</b>		<b>879-7700</b>	Rec'd By <b>MY</b>
Current Use:		Proposed Use:	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code.

You must Include the following with you application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

**4) Building Plans**

**Unless exempted by State Law, construction documents must be designed by a registered design professional.**

A complete set of construction drawings showing all of the following elements of construction:

- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review must be included.

**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/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: <b>7/13/98</b>
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Building Permit Fee: \$25.00 for the 1st \$1000. cost plus \$5.00 per \$1,000.00 construction cost thereafter.

Additional Site review and related fees are attached on a separate addendum





SIGNAGE

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 20 Free Street ZONE: B-3  
OWNER: Free River  
APPLICANT: Regency Mortgage  
ASSESSOR NO.: \_\_\_\_\_

SINGLE SIGN ONLY YES ✓ NO \_\_\_\_\_

MULTI SIGN ONLY YES \_\_\_\_\_ NO \_\_\_\_\_

CHARACTERISING SIGN YES \_\_\_\_\_ NO \_\_\_\_\_ DIMENSIONS: \_\_\_\_\_

SEE SIGN SPECIFICATIONS

MORE THAN ONE SIGN YES \_\_\_\_\_ NO 1 DIMENSIONS: \_\_\_\_\_

SEE SIGN SPECIFICATIONS YES ✓ NO \_\_\_\_\_ DIMENSIONS: \_\_\_\_\_

SEE SIGN SPECIFICATIONS

MORE THAN ONE SIGN YES \_\_\_\_\_ NO 1 DIMENSIONS: \_\_\_\_\_

LIST ALL EXISTING SIGNAGE AND THEIR DIMENSIONS: None

SEE FRONTAGE (FEET) \_\_\_\_\_

SEE FRONTAGE (FEET) 21 ft in length X 2 = 42 ft Allowed

AWNING YES \_\_\_\_\_ NO ✓ IS AWNING BACKLIT? YES \_\_\_\_\_

HEIGHT OF AWNING \_\_\_\_\_

DO THEY ANY COMMUNICATION, MESSAGE, TRADEMARK OR SYMBOL OR ID

A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE SIGNING AND OR

OR SIGN IS LOCATED MUST BE PROVIDED SKETCHES AND/OR PICTURES OF THE

PROPOSED SIGN ALSO REQUIRED

Reinforced T-Steel Tube Bracket  
w/ Guidewires  
Cables to existing holes in granite  
NOTE: Non-corroding  
guidewires & anchors,  
mount anchors in lead  
shields in mortar joints

PROJECT: Storefront Signage  
DIMENSIONS: 33" x 26"



MATERIALS: (2) 3/4" x 100" Laminated Back to Back  
Routed & Gouged/Lettered Logo w/ Raised Wooden Surround  
1/2" PVC Dimensional Letters (Regency)  
Vinyl Graphics (Mortgage Corporation)  
Colors: White Background, Black, Plum

IF REQUESTED BY OWNER  
- Intent to remove sign and/or  
bracket & plug/fill holes (holes  
filled in wood to be primed &  
painted to match existing wood)  
at end of tenancy

111"

**The Signery**  
289 FOREST AVENUE  
PORTLAND, MAINE 04101  
TEL 207 879 2700 FAX 207 879 8570

DESIGNER:  
APPROVED:

DATE: 6/98  
DESIGNER: Beverly Wright  
DWC NO:  
CLIENT: Regency Mortgage  
Corporation  
LOCATION:

## OWNER CONSENT AND AGREEMENT

I, Few Street Associates, being the owner of the premises located at  
(print property owner's name)  
20 Few Street in Portland, Maine, hereby give consent to the  
(print property address)  
erection of a certain sign ~~reading banner~~ named by REGENCY MORTGAGE  
(print lender's name)  
near the sidewalk or on building front said premises as described in  
application to the Division of Inspection Services.

And in consideration of the issuance of said permit for or of said premises  
in event said sign shall cease to serve the purpose for which it was erected  
or shall become dangerous and in event the owner or said premises shall fail to  
remove said sign or make it permanent in case the sign still serves  
the purpose for which it was erected, hereby agrees for himself or herself,  
for his heirs, its successors, or assigns, to remove said sign.



Signature of Property Owner

Signature

6-11-98

DATE

DATE

Te 07/27/08 **FORE RIVER COMPANY** Fax (207) 772-9078  
 P.O. Box 757 Westbrook, ME 04092

TO: W. J. ...  
 FAX NO: ...  
 FROM: ...  
 DATE: ...

...

FAX

drag this

...

1. ...

...

**CERTIFICATE OF INSURANCE**

0-226798

**PRODUCER**

David Towle Merrill & Associates

115 Niagara Street

P.O. Box 2000

Albany, N.Y. 12240

NAME

**INSURED**

Company Name  
Address  
City, State, Zip  
Risk Description

Policy No.

1234

Effective Date  
Expiration Date

Amount of Coverage \$1,000,000

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY. AS A MATTER OF INFORMATION, IT DOES NOT CONSTITUTE AN OFFER OF INSURANCE. FOR A COMPLETE DESCRIPTION OF THE COVERAGE, REFER TO THE POLICY. THE COVERAGE IS SUBJECT TO THE TERMS, CONDITIONS AND EXCLUSIONS SET FORTH IN THE POLICY. THE COVERAGE IS NOT GUARANTEED. THE COVERAGE IS SUBJECT TO THE UNDERWRITING PROCESS. THE COVERAGE IS NOT GUARANTEED. THE COVERAGE IS SUBJECT TO THE UNDERWRITING PROCESS.

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Zoning Division  
Marge Schmuckal  
Zoning Administrator



Department of Urban Development  
Joseph E. Gray, Jr.  
Director

## CITY OF PORTLAND

Column Financial, Inc., its successors and/or assigns  
C/O Donaldson, Lufkin & Jenrette  
277 Park Avenue 10th Floor  
New York, NY 10172

April 15, 1999

RE: 18-26 Free Street, Portland, Maine  
CBL 38-A-5

Dear Sir or Madam:

This letter is to verify the property located at 18-26 Free Street, Portland, Maine is in a B-3 Business Zone which permits the development and use of general business and professional offices, retail, and restaurants. It also lies within a Pedestrian Activity District (PAD) overlay zone, which restricts first floor street frontage units to pedestrian uses such as retail, restaurants, banks etc., as outlined in the attached PAD regulations.

As far as I am aware, the project as it now exists is a legal conforming use.

To the best of my knowledge, the property is in compliance with all zoning requirements of the City of Portland including but not limited to, density, parking, height limitations, bulk, lot coverage and setback restrictions.

Some certificates of occupancy for the property have been issued by the City of Portland and are in effect for the entire building. I am not aware of any circumstances which would render any existing certificates of occupancy invalid or cause them to be revoked.

Attached hereto are true copies of the applicable certificates of occupancy on file with the City of Portland, and a portion of the ordinance relative to the B-3 Zone and Pedestrian Activities District regarding permitted uses of the property.

If further information is necessary, please advise.

Sincerely,

Marge Schmuckal  
Zoning Administrator

enclosures