

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND BUILDING PERMIT

This is to certify that CUMBERLAND COUNTY RECREATION located At 1 CIVIC CENTER SQ

Job ID: 2012-08-4832-SIGN

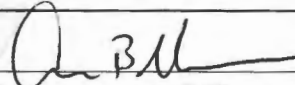
CBL: 038-D-015-001

has permission to install 5.5' X 60' Banner for United Way 2012
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 the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.	A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be
---	---

N/A

Fire Prevention Officer



Code Enforcement Officer / Plan Reviewer

8/28/12

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
PENALTY FOR REMOVING THIS CARD**



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Director of Planning and Urban Development
Jeff Levine

Job ID: 2012-08-4832-SIGN

Located At: 1 CIVIC CENTER SQ CBL: 038- D-015-001

Conditions of Approval:

Zoning

1. This permit is being issued with the condition that the banner is temporary. It will be installed September 10, 2012 and must be removed at the end of the fall campaign for the United Way.
2. This is the fourth year that the United Way Campaign has installed temporary banners. Since the proposed banner exceeds the allowable square footage an exception has been granted by the Planning Division under Section 14 -368.5(g) to allow the banner "to advertise a community wide campaign supporting a significant number of nonprofits within the region".

Building

1. Signage and Awning Installation to comply with Chapters 16 (Structural Loads), 31 (Materials) & 32 (ROW Height & Encroachments) of the IBC 2009 building code.

B-3



Signage / Awning Permit Application

Extend 8/28/12

(55)

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement MUST be made before permits are accepted.

2012-08-4832-516N-72 Five / 1 Civic Ctr Sq (52 Fee)

Location/Address: <u>comberland county civic center 45 Spring St. Portland</u>		
Tax Assessor's Chart/Block/Lot (CBL)	OWNER Name/Address:	Telephone:
Chart: <u>038</u>	Block: <u>D015</u>	Lot: <u>City of Portland</u>
City of Portland		<u>775-3481</u>
Comberland County Recreation Center		
LEASEE/BUYER Name (if Applicable)	CONTRACTOR name, address/phone	Total S.F. signage \$
	<u>City of Portland</u>	SF= <u> </u> x \$2.00
	<u>389 Congress St.</u>	SF + \$30 Fee: \$ 30
	<u>Portland, ME</u>	Historic (\$75): \$ <u> </u>
		Awning Fee: \$ <u> </u>
Awning Fee = Cost of Work: \$ <u> </u> (\$30/first \$1000; \$10 every other \$1000)		TOTAL FEE: \$ <u> </u>

Who should we contact when the permit is ready: Name: Sadie Kitcher Phone: 874-1000 x2343
Address: _____

Tenant/allocated building space frontage (in feet): Length: 60' Height: 5.5'
Lot frontage (in feet): _____ Single Tenant or Multi-Tenant Lot: _____

RECEIVED
AUG 28 2012

Current Specific Use: _____
If vacant, what was prior use: _____
Proposed Use: _____

Information on proposed signs awning banner

Freestanding (e.g. pole) sign? YES NO Dimensions proposed: _____ (sf); Height from grade: _____ sf

BLDG Wall Sign (attached to bldg.)? YES NO Dimensions proposed: 60x5.5' sf

Proposed Awning: YES NO If yes, is awning backlit? YES NO

Height of awning 5.5' Length of awning 60' Depth of awning 0'

Is there any communication, message, trademark or symbol on it? YES NO

If yes, total square footage of panels with communication, message, trademark or symbol on it: 60x5.5' sf

Dept. of Building Inspections
City of Portland Maine

Information on existing and previously permitted signage:

Freestanding (e.g. pole) sign? YES NO Dimensions proposed: _____ ft X _____ ft; Height from grade: _____

BLDG Wall Sign (attached to bldg.)? YES NO Dimensions proposed: _____ ft X _____ ft

Awning? YES NO total sq ft of panels with communication on it: 60x5.5' sf

A site sketch and building sketch showing exactly where existing and proposed signage is located MUST be provided. Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the 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 207-874-8703.

I hereby certify 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: Sadie Kitcher Date: 8/22/12



Civic Center

Signage / Awning Permit Application

CHECK LIST

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 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 property owner indicating the specific permissions granted and the tenant/space building frontage.
- A sketch plan of the lot indicating location of buildings, driveways, 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 signage 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 is required for awnings, canopies or banners.
- A UL# is required for lighted signs at the time of final inspection (n/a)
- Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground.

FEES

Permit fee for signage or awning with signage: \$30 plus \$2 per square foot of sign (per sign)

Permit fee for awning-without-signage is based on cost of work:

\$30 for the first \$1000 of cost of work; \$10 for each additional \$1000 of cost of work

Application fee for any signage in a *Historic District* is an additional \$75



Permit Application Details

**Cumberland County Civic Center
45 Spring Street, Portland, ME**

- Enclosed please find:** Certificate of Liability
Letter of permission from the property owner
Sketch of the lot with requested detail
Documentation of existing signage
Photo of signage from previous years
- Construction:** The banner is produced by Britten Banners, an international banner production company. It is made to order for this particular location. It is made of vinyl with metal grommets for fastening.
- Details for fastening:** This is a temporary banner that will attach to the building using a traditional grommet system, easily attached and removed from the building.
- Questions:** Alice Kornhauser, 874-1000 x 2303
Sadie Kitchen, 874-1000 x 2343

Thank you for all of your support with our building banner project. It was a huge success last year and we had a great deal of positive support and input from the community.

August 24, 2012

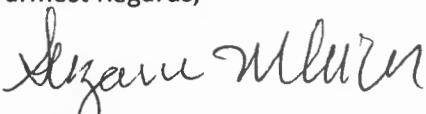
Portland City Hall
134 Congress Street
Portland, ME 04101

To Whom It May Concern:

United Way of Greater Portland hangs banners on buildings across the greater Portland area during its annual campaign kick-off event, occurring throughout late August into early September. Traditionally, the Mayor of the City of Portland has waived the fees for banner, signage or awning permits. The Mayor of Portland is currently on vacation but has indicated he is awaiting approval from the City Manager to waive this fee. We are currently awaiting this approval. As campaign kick-off is drawing closer we are hoping to get the application process for permits started. We will inform you as soon as we have gotten confirmation from the City Manager regarding said fee waivers.

Thank you for your understanding and patience.

Warmest Regards,



Suzanne McCormick

Sadie Kitchen

From: Suzanne McCormick
Sent: Monday, August 27, 2012 12:15 PM
To: Sadie Kitchen; Val Yates
Subject: FW: Banner Fee

Kind Regards,

Suzanne McCormick
President & CEO
United Way of Greater Portland
P.O. Box 15200
Portland, Maine 04112

Direct line: 207.347.2306
Cell: 207.266.8873

From: Mark Rees [<mailto:MHR@portlandmaine.gov>]
Sent: Monday, August 27, 2012 12:13 PM
To: Suzanne McCormick
Cc: Anita LaChance; Michael Brennan
Subject: Banner Fee

Hi Suzanne, as was the case in previous years and given shared projects the city has with the United Way, I will grant a fee waiver for these banners. Good luck with your fundraising campaign and thank you for all the good things you do for and with the city.

Mark

Mark H. Rees
City Manager
City of Portland, Maine
389 Congress Street
Portland, ME 04101
MHR@portlandmaine.gov
(207)874-8689

>>> Suzanne McCormick <smccormick@unitedwaygp.org> 8/27/2012 9:46 AM >>>

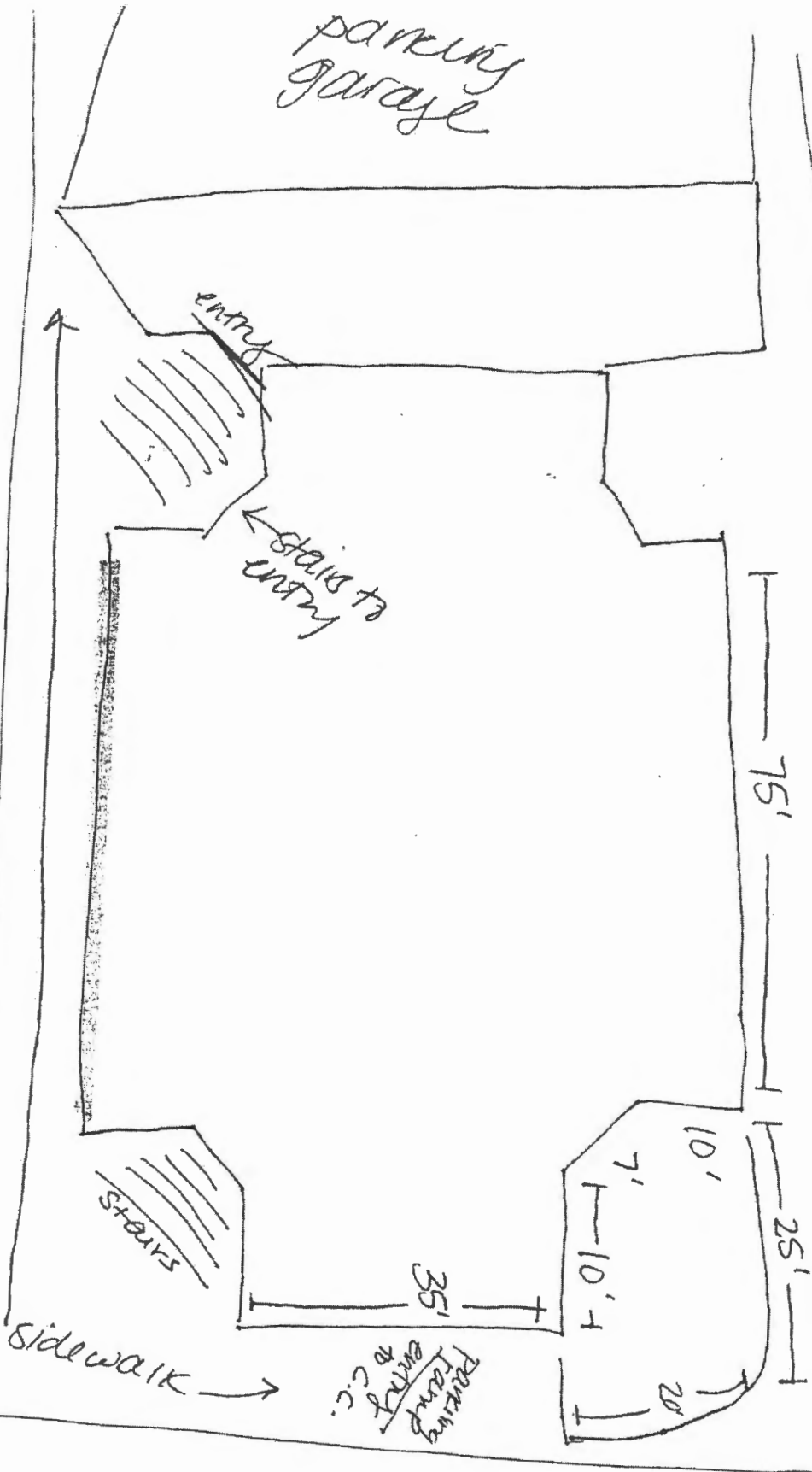
Mark,

I hope this finds you well. I am following up on a request I sent to Mike Brennan last week, which he said he would forward on to you. For the past several years, the City, as part of its support to the United Way, has graciously waived the fees associated with hanging our annual campaign banners on the buildings of some of our corporate partners. We are getting organized to get banner up again this year for the kick-off of our community fundraising campaign and are hopeful the City will continue this wonderful support. Please let me know if this is possible.

parking garage

Free Street

Spring Street



Center Street



United Way
of Greater Portland

AdMesh Vinyl Coated Scrim 9x9

AdMesh Vinyl Coated Scrim 9x9 is a lightweight, porous fabric that allows air to flow through it. It is ideally suited for signs, banners or as a protective barrier for scaffolding or bleachers. AdMesh Vinyl Coated Scrim 9x9 can be used on most inkjet printing machines or can be screen printed.

Applications:
Screen printing

Properties	Test Method	Results
Support Cloth		9x9 1000D Polyester
Weight	5041	6.5 oz/yd ²
Type of Coating		PVC
Width		62"
Tensile Strength	5100(warp x fill)	209 x 204 lbs/inch

- Breathable
- Flexible
- High Tensile Strength
- Heat Sealable
- Rot & Tear Resistant

Available Colors:

Standard Green	Red
Standard Orange	Bermuda Blue
BFI Blue	Black
Standard Yellow	C. Green
Fluorescent Orange	Saturn Yellow

The above information on physical and chemical characteristics is based upon test believed to be reliable. The values are intended only as a source of information. They are given without guaranty and do not constitute a warranty. The purchaser should independently determine prior to use, the suitability of this material for his/her specific purpose. (Data represents averages and is not intended for use as a specification.)

CITY OF NEW YORK
DEPARTMENT OF BUILDINGS

Pursuant to Administrative Code Section 27-131, the following equipment or material has been found acceptable for use in accordance with, the Report of Materials and Equipment Acceptance (MEA) Division.

Richard C. Visconti, R.A., Acting Commissioner
MEA109-00-M

Report of Material and Equipment Acceptance Division Manufacturer-
Britten Inc., 2322 Cass Road, Traverse City, Michigan 49684.

Trade Name – Admesh Vinyl-Coated Scrim

Product - PVC coated fabric for flex sign.

Pertinent Code Section(s) -27-499, 27-501, 27-506, 27-507, and TPPN #11/99.

Prescribed Test(s) - RS 7-3 [NFPA 701(Test Method 2)].

Laboratory - Govmark Organization Inc.


Test Report(s) - Test Report #2-278410-0, dated March 3, 2000

Description –Admesh Vinyl-Coated Scrim material for use as flex sign, is a polyester fabric coated with PVC Vinyl. It is used for large hanging banners and signs. It can be printed on

Recommendation - That the above material be accepted as meeting the flame resistance requirements of Section 27-506 and 27-507 of the Building Code, for use on flex signs. The acceptance of this material is limited to flame resistance only. Structural and other requirements shall be in accordance with pertinent Building Code provisions and Technical Policy and Procedure Notice #11/99. All installations, uses and locations shall be in accordance with the New York City Building Code, specifically with Section 27-499 and 27-501, and the Zoning Resolution. All shipments and deliveries of such materials shall, in addition, be accompanied by a tag, certifying that the materials shipped or delivered is equivalent to those tested and accepted for use, as provided for in Section 27-131 of the Building Code.

Final Acceptance *ftp*

Examined By_



Cumberland County Civic Center existing signage and banner image from 2009





1 CIVIC CENTER SQUARE
PORTLAND, MAINE 04101
phone 207.775.3481
fax 207.828.8344
www.theciviccenter.com

August 23, 2012

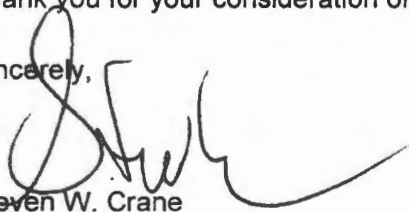
City Of Portland
Project and Development Department
Building Inspections
City Hall
389 Congress St.
Portland, Maine 04101

Dear Sirs:

As the General Manager of the Cumberland County Civic Center located at One Civic Center Square, Portland, Maine, I am writing to give my permission for the application by the United Way to hang a temporary banner on the Spring St. façade at this location during the fall of 2012.

Thank you for your consideration of this application.

Sincerely,


Steven W. Crane

General Manager



CERTIFICATE OF LIABILITY INSURANCE

UNITWAY-02

SHALL

DATE (MM/DD/YYYY)
8/24/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TD Insurance, Inc. PO Box 406 Portland, ME 04112	CONTACT NAME: PHONE (A/C No. Ext): (800) 723-2877 FAX (A/C No.): (877) 775-0110 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Philadelphia Indemnity Insurance Company 18058 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED United Way Inc. dba United Way of Greater Portland P.O. Box 15200 Portland, ME 04112		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			PHPK801506	1/1/2012	1/1/2013	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						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
	<input checked="" type="checkbox"/> Professional Liabili						PERSONAL & ADV INJURY	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG	\$ 2,000,000
AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$
<input type="checkbox"/> ANY AUTO							BODILY INJURY (Per person)	\$
<input type="checkbox"/> ALL OWNED AUTOS							BODILY INJURY (Per accident)	\$
<input type="checkbox"/> HIRED AUTOS							PROPERTY DAMAGE (Per accident)	\$
<input type="checkbox"/> SCHEDULED AUTOS								\$
<input type="checkbox"/> NON-OWNED AUTOS								\$
UMBRELLA LIAB							EACH OCCURRENCE	\$
<input type="checkbox"/> OCCUR							AGGREGATE	\$
EXCESS LIAB								\$
<input type="checkbox"/> CLAIMS-MADE								\$
DED RETENTION \$								\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							WC STATU-TORY LIMITS	OTH-ER
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							E.L. EACH ACCIDENT	\$
If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**
 Civic Center
 45 Spring St
 Portland ME 04102

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

TD Insurance Agency

© 1988-2010 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

FUND RAISING EVENTS ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. This insurance applies to "bodily injury", "property damage", and "personal and advertising injury" arising out of all of your fund raising events with the following exceptions unless scheduled in paragraph C. below:

- Parades sponsored by the Insured
- Aircraft
- Motorcycle runs and automobile rallies
- Fireworks – exhibitors operated by the Insured.
- Firearms
- Animals – other than house pets
- Carnivals and fairs with mechanical rides sponsored by the Insured
- Rock, Hip-Hop or Rap concerts – with admission over 500 people
- Events including contact sports
- Rodeos sponsored by the Insured
- Political Rallies
- Any event lasting more than 5 days (including otherwise acceptable events)
- Any event with greater than 500 people at any one time (including otherwise acceptable events)
- Any event with liquor provided by the Insured if a license is required for such activity.
- Any activities by third party telemarketing, direct mail, or internet advertising (including spam) firms.

B. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) related to your fund raising events, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf. However, third party telemarketing, direct mail, or internet advertising (including spam) firms shall not be Insureds.

C. Schedule of fund raising events:

Event(s)	Start Date	Finish Date
Day of Caring (same as last Year)	05/15/2012	05/16/2012

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

City Home Departments City Council E-Services Calendar Jobs

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information:

Services

Applications

Doing Business

Maps

Tax Relief

Tax Roll

Q & A

browse city services a-z

browse facts and links a-z



Best viewed at 800x600, with Internet Explorer

CBL	038 D015001
Land Use Type	GOVERNMENTAL
Property Location	82 FREE ST
Owner Information	CUMBERLAND COUNTY RECREATION CENTER 1 CIVIC CENTER SQ PORTLAND ME 04101
Book and Page	
Legal Description	38-D-15 39-C-3 CENTER ST 84-90 SPRING ST ART FREE ST 54-84 99400 SF
Acres	2.2819

1 Civic Ctr Sq

Current Assessed Valuation:

TAX ACCT NO.	5750	OWNER OF RECORD AS OF APRIL 2012
		CUMBERLAND COUNTY RECREATION CENTER 1 CIVIC CENTER SQ PORTLAND ME 04101
LAND VALUE	\$2,435,100.00	
BUILDING VALUE	\$16,958,500.00	
COUNTY	(\$19,393,600.00)	
NET TAXABLE - REAL ESTATE	\$0.00	
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or e-mailed.



[View Map](#)

[New Search!](#)