

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT PERMIT

Permit Number: 030754

This is to certify that 245 Commercial St Partners/ Signery _____

has permission to Erect One 40'x54' and One 220" S _____

AT 245 Commercial St _____ 038 E006001 _____

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 written permission procured before this building or part thereof is occupied or enclosed-in.
HEAVY 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 _____
Department Name

[Signature]
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

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**245 Commercial Street Partners, LLP
C/O Richard A. Carriuolo
R.M. Davis, Inc.
24 City Center
Portland, ME 04101-4069**

May 30, 2003

City of Portland
Building Inspections Office
389 Congress St
Portland, ME 04101

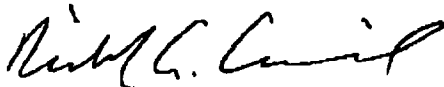
To Whom It May Concern:

The Landlord of the office space at 245 Commercial Street have granted permission to it's tenant, The Convention & Visitors Bureau of Greater Portland, to install the following signage on our building pending receipt of any required permits from the City of Portland.

1. Framed Blade sign, 40" x 54" to be hung to the left of the Tenants main entrance. (See attached) *15 SQ FT.*
2. 8" Formed Minnesota Letters, Pad mounted to Steel Beam, 14" x 22" (See attached)
3. Window Decals of Logo and Business Name (see attached)

We believe that all of the signage is consistent with other signage on this block. We have met with Deb Andrews in the Planning and Development Department and believe that these signs will meet the requirements for signage on historical buildings.

Yours truly,



Richard A. Carriuolo
Managing General Partner

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C&VB
245 Campbell Park St.

PLASTIC LETTERS TO BE MOUNTED TO STEEL
I-BEAM OVER ENTIRE WAY

CONVENTION & VISITORS BUREAU

DARK BLUE
8" Formed Minnesota Letters
Pad Mounted to Steel Beam
14" x 22"

$(8" \times 22") = 1760 \div 144 = 12.2$

12.2 SQ FT

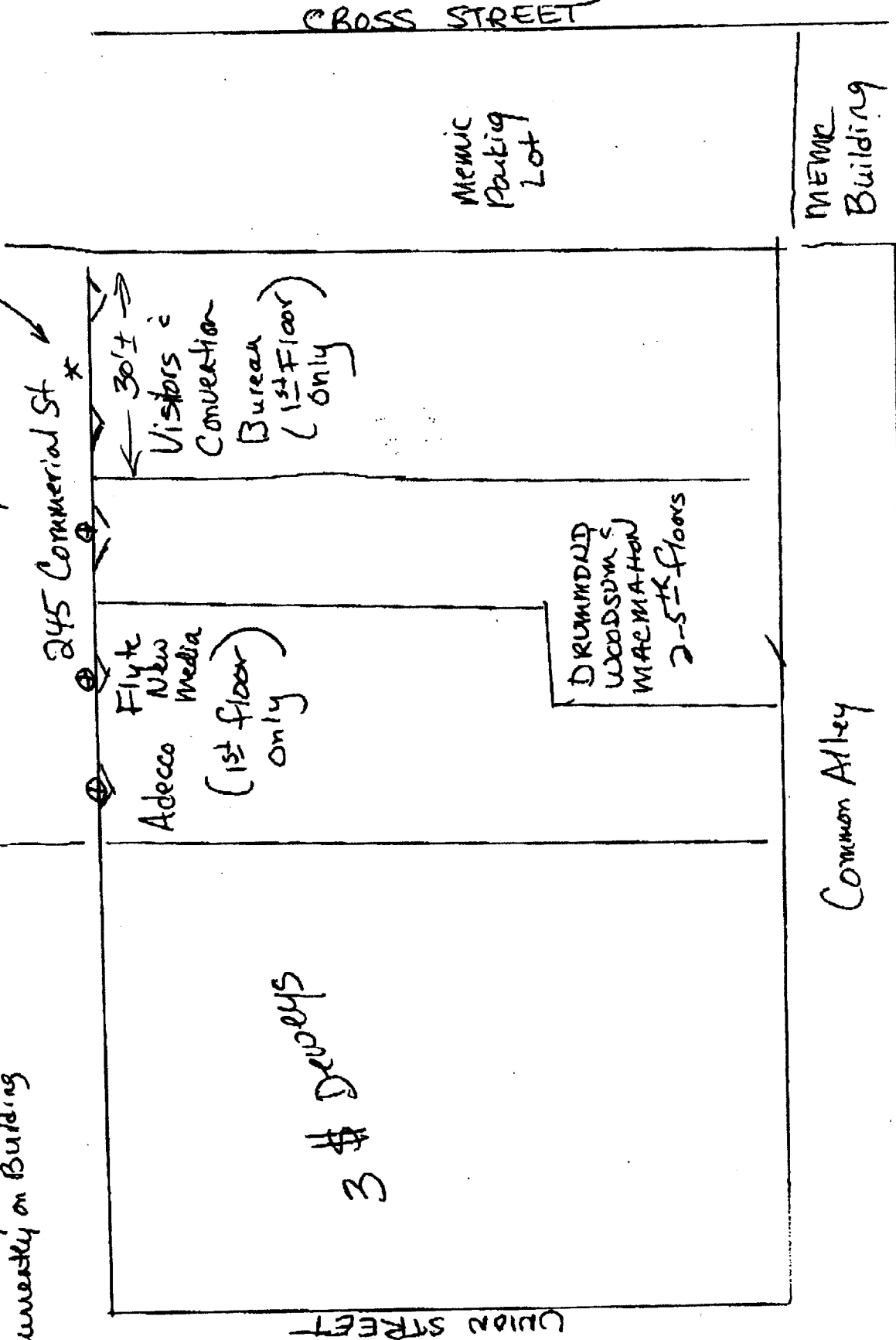
STEEL MOUNT

NOTE:
REFERENCES DISCUSS THIS STATE CONTRACT IN
PREDICUS PREDICUS IN

⊕ Existing or Approved Signs currently on Building

← ESTIMATED ~96 ft. Commercial St. Frontage

* Location of Proposed sign



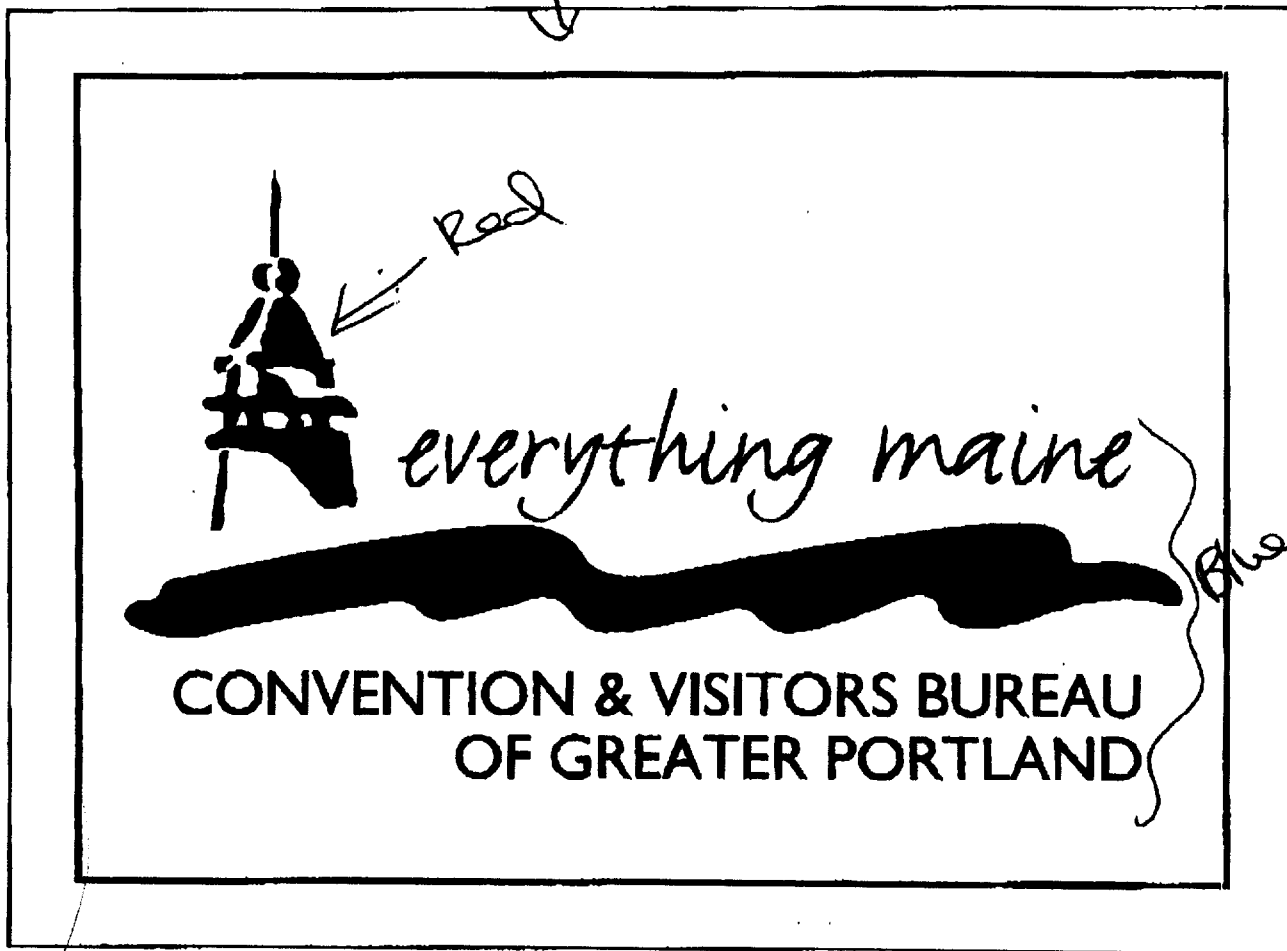
Portland Harbor Hotel: Parking

NOT TO SCALE

Property CBL 38-F-6-10

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Frame
~~BLACK~~ WHITE



Double Sided/Bracketed White Sign
40" x 54" = 2160# ÷ 144 = 15#
2" Urethane Foam, Framed in Wood

Routed & Painted Logo Copy
3M HP Vinyl Copy (Conv & Tourism Bureau, etc)

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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.

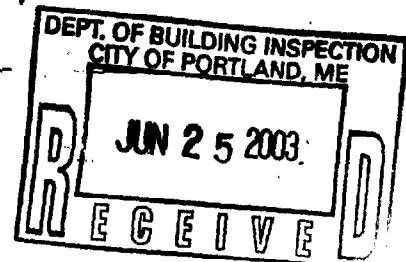
Location/Address of Construction: <u>245 Commercial St, Portland ME</u>		
Total Square Footage of Proposed Structure <u>15 sq ft + 12.2 sq ft.</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# <u>038</u> Block# <u>F</u> Lot# <u>006</u>	Owner: <u>245 Commercial Street Partners</u>	Telephone: <u>772-1941</u>
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: <u>772-4924 4238</u> <u>Convention & Visitors Bureau</u> <u>245 Commercial St,</u> <u>Portland ME 04101</u> <u>Attn: Carlyn</u>	Total s.f. of signage x \$1.00 per s.f. plus \$30.00 = Total Fee: \$ <u>8.00</u> Awning Fee = Cost Of Work: \$ <u>30</u> Total Fee: \$ <u>38.00</u>
Current use: <u>Office & Visitor Information Center</u>		
If the location is currently vacant, what was prior use: _____		
Approximately how long has it been vacant: _____		
Proposed use: <u>Signage</u>		
Project description: <u>BUILDING FRONT SIGNAGE</u>		
Contractor's name, address & telephone: <u>The Squirey 877-7700</u> <i>call</i>		
Who should we contact when the permit is ready: <u>Don Wright</u>		
Mailing address: <u>229 Forest Ave</u> <u>Portland ME 04103</u>		
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: _____		

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 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 codes applicable to this permit.

Signature of applicant: Carlyn Crane Date: 6/2/03

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



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ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
 05/27/2003

PRODUCER (207)761-1836 FAX (207)761-2045
 Smithwick & Clarke Insurance, Inc.
 400 Commercial Street
 Portland, ME 04101

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.

INSURERS AFFORDING COVERAGE

INSURED Convention And Visitors Bureau Of Greater Port
 245 Commercial Street
 Portland, ME 04101

INSURER A: Zurich Small Business

INSURER B:

INSURER C:

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.

LT#	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	PPS33881944	10/13/2002	10/13/2003	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 100,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 10,000
	GENL. AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE	\$ 2,000,000
					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"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY: BA ACC	\$
					AGG	\$
	EXCESS LIABILITY				EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE					\$
	<input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY				INC-SUSTA-TORY LIMITS	OTW-EX
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
	OTHER					

DESCRIPTION OF OPERATOR/VEHICLE/VEHICLE EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

RE: Sign to be hung by Named Insured

CERTIFICATE HOLDER

ADDITIONAL INSURED; NUMBER LETTER

CANCELLATION

City of Portland
 369 Congress Street
 Portland, ME 04101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREON, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 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 COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Jun 23 03 11:19a Don Wright

2078797700

SIGNAGE/AWNING PRE-APPLICATION QUESTIONNAIRE

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 245 COMMERCIAL STREET ZONE: B-3

CBL: _____

SINGLE TENANT LOT? YES _____ NO X MULTI TENANT LOT? YES X NO _____
MORE THAN ONE SIGN TOTAL WITH PROPOSED SIGN? YES _____ NO _____

INFORMATION ON PROPOSED SIGN(S):

FREESTANDING (e.g., pole) SIGN? YES _____ NO _____ DIMENSIONS PROPOSED: _____
BLDG. WALL SIGN? (attached to bldg) YES X NO _____ DIMENSIONS PROPOSED: 40" x 54" = 15.6
14" x 720" = 12.2
total 17.2

INFORMATION ON ALREADY EXISTING AND PERMITTED SIGN(S):

FREESTANDING (e.g., pole) SIGN? YES _____ NO X DIMENSIONS: _____
BLDG. WALL SIGN(attached to bldg) ? YES _____ NO X DIMENSIONS: _____
AWNING? YES _____ NO X DIMENSIONS: _____

LOT FRONTAGE (FEET): 96'
TENANT/ALLOCATED BUILDING SPACE FRONTAGE (FEET): 30' ± x 2 = 60'

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

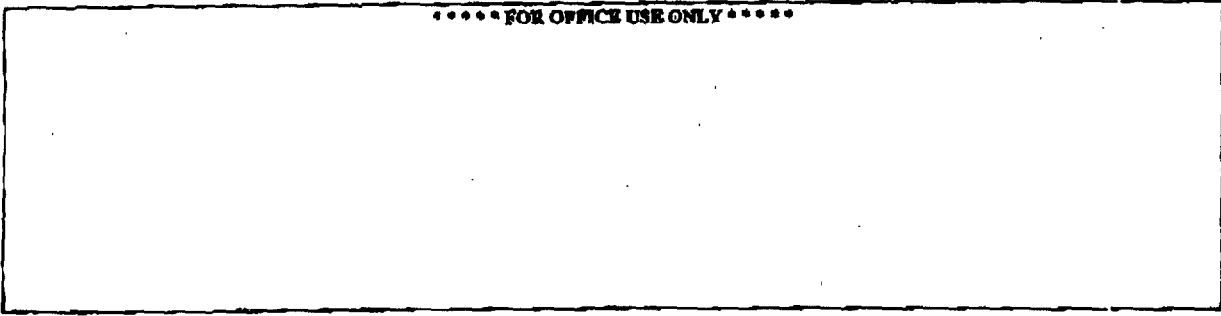
HEIGHT OF AWNING: _____ LENGTH OF AWNING: _____ DEPTH: _____

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

IF YES, TOTAL S.F. OF PANELS 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

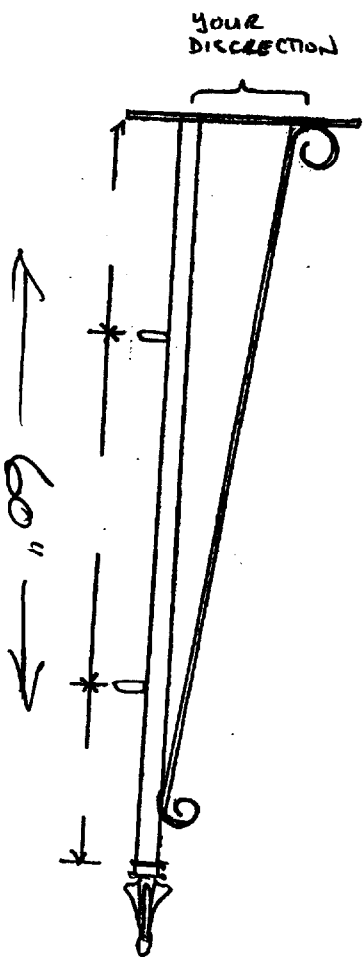
SIGNATURE OF APPLICANT: Cal Crane DATE: 6/23/03



C & VB

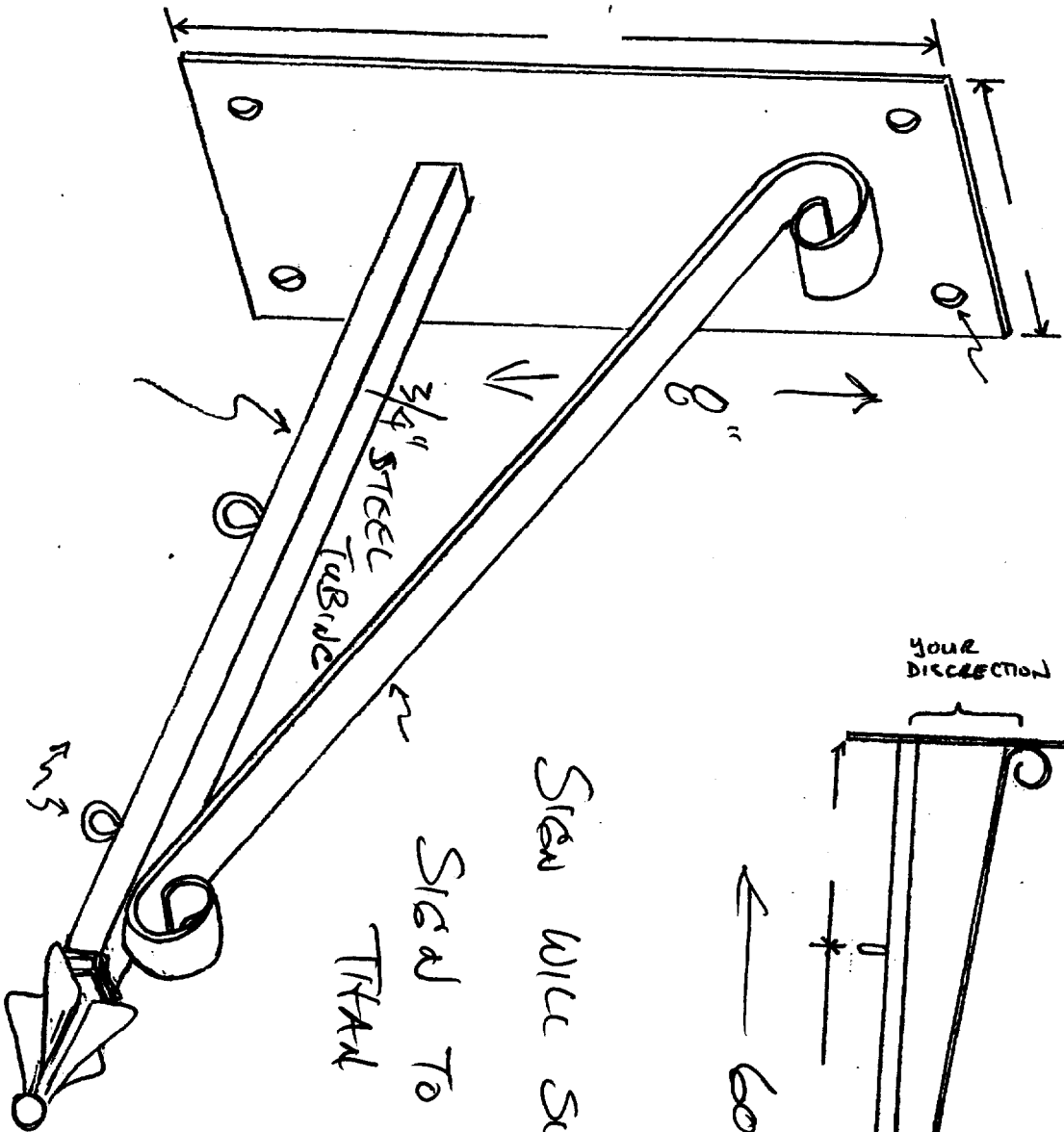
245 CONCRETE ST.

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Steel will support 225 #

Signal to weight less than so #



NOTE: BRACKET TO BE MOUNTED TO MORTAR LINES OF THE BRICK FACED BUILDING WITH 1/4" x 2" GALVANIZED MASONRY ANCHORS

SIGNAGE/AWNING PRE-APPLICATION QUESTIONNAIRE

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 245 COMMERCIAL 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 _____

INFORMATION ON PROPOSED SIGN(S):

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

BLDG. WALL SIGN? (attached to bldg) YES X NO _____ DIMENSIONS PROPOSED: 40" x 54"
14" x 270"

INFORMATION ON ALREADY EXISTING AND PERMITTED SIGN(S):

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

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

AWNING? YES _____ NO X DIMENSIONS: _____

LOT FRONTAGE (FEET): 96'±
TENANT/ALLOCATED BUILDING SPACE FRONTAGE (FEET): 30'±

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

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 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: _____ DATE: _____

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