

259 Council

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

**PERMIT ISSUED**

Permit No: 01-0879	Issue Date: Jul 29 2001	CBL: 038 F009001
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<b>Location of Construction:</b> 456 Fore St	<b>Owner Name:</b> Harbor Plaza Associates Ii	<b>Owner Address:</b> Po Box 3572	<b>Phone:</b> 207-761-2881
<b>Business Name:</b> Maine Employers Mutual Ins. Co.	<b>Contractor Name:</b> Bailey Sign Company Inc.	<b>Contractor Address:</b> 9 Thomas Drive Westbrook	<b>Phone:</b> 2077742843
<b>Lessee/Buyer's Name:</b> Maine Employers Mutual Ins. Co.	<b>Phone:</b> n/a	<b>Permit Type:</b> Signs - Permanent	<b>Zone:</b> B-3

<b>Past Use:</b> Comm. Office	<b>Proposed Use:</b> Same: Replace 208 SqFt of Existing Signage w/ 206 SqFt to Reflect Name Change	<b>Permit Fee:</b>	<b>Cost of Work:</b> \$0.00	<b>CEO District:</b> 1
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<b>FIRE DEPT:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>INSPECTION:</b> Use Group: <i>Signage</i>
<p><b>PERMIT ISSUED WITH REQUIREMENTS</b></p> <p><i>Boyer</i></p>	
Signature: _____	
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)	
Action: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied	
Signature: _____ Date: <i>8/21/01</i>	

**Proposed Project Description:**  
 Replace 208 SqFt of Existing Signage w/ 206 SqFt to Reflect Name Change

<b>Permit Taken By:</b> cih	<b>Date Applied For:</b> 07/17/2001	<b>Zoning Approval</b>
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<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: <i>7/22/01</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> <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 TO D.A. Date: <i>7/20</i>
	<p><b>MA 8/20/01</b></p> <p><b>PERMIT ISSUED WITH REQUIREMENTS</b></p>		

**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 \_\_\_\_\_

THIS IS NOT A PERMIT/CONSTRUCTION MAY NOT COMMENCE UNTIL THE PERMIT IS ISSUED

01.0879

# SIGNAGE APPLICATION

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

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

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: 261 Commercial Street

Total Square Footage of Proposed Structure <u>206 ft</u>	Square Footage of Lot <u>320,000 ft</u>
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Tax Assessor's Chart, Block & Lot Number Chart# <u>38</u> Block# <u>F</u> Lot# <u>9</u>	Owner: <u>Harbor Plaza Associates</u>	Telephone #: <u>761-2881</u>
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Lessee/Buyer's Name (If Applicable) <u>Maine Employers Mutual Ins. Co.</u>	Owner's/Purchaser/Lessee Address: <u>261 Commercial Street Portland, Maine</u>	Total s.f of signs <u>206</u> x .20 \$ <u>41.20</u> , plus \$30.00 <b>TOTAL \$ <u>71.20</u></b>
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Current use: office building Proposed use: same

~~Swapping signage to reflect name change~~ 58 ft of new signage is less than existing

Project description: remove existing signage on front & left walls and replace with new letters per print - existing 58 ft = 208 ft - new sg. ft. 206 ft (2 signs)

Applicants Name, Address & Telephone:  
Bailey Sign Company 9 Thomas Drive Westbrook ME 04092 774-2843

Contractor's Name, Address & Telephone:  
Bailey Sign Company  
9 Thomas Drive Westbrook ME 04092 774-2843

Who shall we contact when the permit is ready: Judy Trainor / Bailey Sign  
Telephone: 774-2843

If you would like it mailed, what mailing address should we use:  
Bailey Sign Company  
9 Thomas Drive Westbrook Maine 04092

7/17  
Rec'd By: CH

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

If the property is located in a HISTORIC DISTRICT, a separate sketch is required indicating the design, dimensions, construction materials and source of illumination if any. A photograph of the building façade should be submitted, showing where each sign is to be installed.

**Certification**

*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: <i>Judy Trainor / Bailey Sign</i>	Date: <i>7-16-01</i>
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**Sign Permit Fee: \$30.00 plus \$0.20 per square foot.**

***A building permit is also required for any awning based on cost of work-\$30.00 for the first \$1,000.00 and \$6.00 for each additional \$1,000.00***

**BY FILLING OUT THIS APPLICATION IS DOES NOT MEET THAT YOU WILL BE APPROVED FOR THE AMOUNT OF SIGNAGE YOU ARE APPLYING FOR**

**IT IS SUGGESTED THAT YOU DO NOT ORDER ANY SIGNAGE UNTIL YOU HAVE RECEIVED YOUR SIGN PERMIT THAT HAS BEEN SIGNED BY THE BUILDING, ZONING AND POSSIBLE HISTORICAL OFFICIALS OF THIS OFFICE**

BUILDING PERMIT REPORT

DATE: 20 July 2001 ADDRESS: 456 Fore Street CBL: 038-F-009

REASON FOR PERMIT: Signage - Replacement

BUILDING OWNER: Harbor Plaza Assoc.

PERMIT APPLICANT: \_\_\_\_\_ /CONTRACTOR Barley Sign Company, Inc.

USE GROUP: \_\_\_\_\_ CONSTRUCTION TYPE: \_\_\_\_\_ CONSTRUCTION COST: \_\_\_\_\_ PERMIT FEES: 71.20

The City's Adopted Building Code (The BOCA National Building Code/1999 with City Amendments)  
The City's Adopted Mechanical Code (The BOCA National Mechanical Code/1993)

CONDITION(S) OF APPROVAL

This permit is being issued with the understanding that the following conditions shall be met: \*1, \*37

- \*1. This permit does not excuse the applicant from meeting applicable State and Federal rules and laws.
- 2. Before concrete for foundation is placed, approvals from the Development Review Coordinator and Inspection Services must be obtained. (A 24 hour notice is required prior to inspection) "**ALL LOT LINES SHALL BE CLEARLY MARKED BEFORE CALLING.**"
- 3. Foundation drain shall be placed around the perimeter of a foundation that consists of gravel or crushed stone containing not more than 10 percent material that passes through a No. 4 sieve. The drain shall extend a minimum of 12 inches beyond the outside edge of the footing. The thickness shall be such that the bottom of the drain is not higher than the bottom of the base under the floor, and that the top of the drain is not less than 6 inches above the top of the footing. The top of the drain shall be covered with an approved filter membrane material. Where a drain tile or perforated pipe is used, the invert of the pipe or tile shall not be higher than the floor elevation. The top of joints or top of perforations shall be protected with an approved filter membrane material. The pipe or tile shall be placed on not less than 2" of gravel or crushed stone, and shall be covered with not less than 6" of the same material. Section 1813.5.2
- 4. Foundations anchors shall be a minimum of 1/2" in diameter, 7" into the foundation wall, minimum of 12" from corners of foundation and a maximum 6' O.C. between bolts. Section 2305.17
- 5. Waterproofing and dampproofing shall be done in accordance with Section 1813.0 of the building code.
- 6. Precaution must be taken to protect concrete and masonry. Concrete Sections 1908.9-19.8.10/ Masonry Sections 2111.3-2111.4.
- 7. It is strongly recommended that a registered land surveyor check all foundation forms before concrete is placed. This is done to verify that the proper setbacks are maintained.
- 8. Private garages located beneath habitable rooms in occupancies in Use Group R-1, R-2, R-3 or I-1 shall be separated from adjacent interior spaces by fire partitions and floor/ceiling assembly which are constructed with not less than 1-hour fire resisting rating. Private garages attached side-by-side to rooms in the above occupancies shall be completely separated from the interior spaces and the attic area by means of 1/2 inch gypsum board or the equivalent applied to the garage side. (Chapter 4, Section 407.0 of the BOCA/1999)
- 9. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code. (The BOCA National Mechanical Code/1993). Chapter 12 & NFPA 211
- 10. Sound transmission control in residential building shall be done in accordance with Chapter 12, Section 1214.0 of the City's Building Code.
- 11. Guardrails & Handrails: A guardrail system is a system of building components located near the open sides of elevated walking surfaces for the purpose of minimizing the possibility of an accidental fall from the walking surface to the lower level. Minimum height all Use Groups 42". In occupancies in Use Group A, B, H-4, I-1, I-2, M, R, public garages and open parking structures, open guards shall have balusters or be of solid material such that a sphere with a diameter of 4" cannot pass through any opening. Guards shall not have an ornamental pattern that would provide a ladder effect. Handrails shall be a minimum of 34" but not more than 38". Exception: Handrails that form part of a guard shall have a height not less than 36 inches (914 mm) and not more than 42 inches (1067 mm). Handrail grip size shall have a circular cross section with an outside diameter of at least 1 1/4" and not greater than 2". (Sections 1021 & 1022.0). Handrails shall be on both sides of stairway. (Section 1014.7) **R-3 (ONE & TWO FAMILY DWELLINGS) GUARD HEIGHT IS 36" MINIMUM.**
- 12. Headroom in habitable space is a minimum of 7'6". (Section 1204.0)
- 13. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 1/2" maximum rise. All other Use Group minimum 11" tread, 7" maximum rise. (Section 1014.0)
- 14. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6'8") 1014.4
- 15. The Minimum required width of a corridor shall be determined by the most restrictive of the criteria under section 1011.3 but not less than 36".
- 16. Every sleeping room below the fourth story in buildings of Use Groups R and I-1 shall have at least one operable window or exterior door approved for emergency egress or rescue. The units must be operable from the inside without the use of special knowledge or separate tools. Where windows are provided as means of egress or rescue they shall have a sill height not more than 44 inches (1118mm) above the floor. All egress or rescue windows from sleeping rooms shall have a minimum net clear opening height dimension of 24 inches (610mm). The minimum net clear opening width dimension shall be 20 inches (508)mm, and a minimum net clear opening of 5.7 sq. ft. (Section 1010.4)
- 17. Each apartment shall have access to two (2) separate, remote and approved means of egress. A single exit is acceptable when it exits directly from the apartment to the building exterior with no communications to other apartment units. (Section 1010.1)
- 18. All vertical openings shall be enclosed with construction having a fire rating of at least one (1) hour, including fire doors with self closure's. (Over 3 stories in height requirements for fire rating is two (2) hours. (Section 710.0)
- 19. The boiler shall be protected by enclosing with (1) hour fire rated construction including fire doors and ceiling, or by providing automatic extinguishment. (Table 302.1.1)

20. All single and multiple station smoke detectors shall be of an approved type and shall be installed in accordance with the provisions of the City's Building Code Chapter 9, Section 920.3.2 (BOCA National Building Code/1999), and NFPA 101 Chapter 18 & 19. (Smoke detectors shall be installed and maintained at the following locations):
  - In the immediate vicinity of bedrooms
  - In all bedrooms
  - In each story within a dwelling unit, including basements
21. A portable fire extinguisher shall be located as per NFPA #10. They shall bear the label of an approved agency and be of an approved type. (Section 921.0)
22. The Fire Alarm System shall be installed and maintained to NFPA #72 Standard.
23. The Sprinkler System shall be installed and maintained to NFPA #13 Standard.
24. All exit signs, lights and means of egress lighting shall be done in accordance with Chapter 10 Section & Subsections 1023.0 & 1024.0 of the City's Building Code. (The BOCA National Building Code/1999)
25. Section 25 - 135 of the Municipal Code for the City of Portland states, "No person or utility shall be granted a permit to excavate or open any street or sidewalk from the time of November 15 of each year to April 15 of the following year".
26. The builder of a facility to which Section 4594-C of the Maine State Human Rights Act Title 5 MRSA refers, shall obtain a certification from a design professional that the plans commencing construction of the facility, the builder shall submit the certification the Division of Inspection Services.
27. Ventilation and access shall meet the requirements of Chapter 12 Sections 1210.0 and 1211.0 of the City's Building Code. (Crawl spaces & attics).
28. All electrical, plumbing and HVAC permits must be obtained by Master Licensed holders of their trade. **No closing in of walls until all electrical (min. 72 hours notice) and plumbing inspections have been done.**
29. All requirements must be met before a final Certificate of Occupancy is issued.
30. All building elements shall meet the fastening schedule as per Table 2305.2 of the City's Building Code (The BOCA National Building Code/1996).
31. Ventilation of spaces within a building shall be done in accordance with the City's Mechanical code (The BOCA National Mechanical Code/1993). (Chapter M-16)
32. Please read and implement the attached Land Use Zoning report requirements.
33. Boring, cutting and notching shall be done in accordance with Sections 2305.3, 2305.3.1, 2305.4.4 and 2305.5.1 of the City's Building Code.
34. Bridging shall comply with Section 2305.16.
35. Glass and glazing shall meet the requirements of Chapter 24 of the building code. (Safety Glazing Section 2406.0)
36. All flashing shall comply with Section 1406.3.10.
37. All signage shall be done in accordance with Section 3102.0 signs of the City's Building Code, (The BOCA National Building Code/1999).

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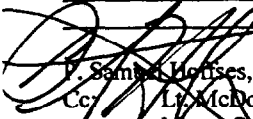
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 V. Sambel, Building Inspector  
 Cc: Lt. McDonough, PFD  
 Marge Schmuckal, Zoning Administrator  
 Michael Nugent, Inspection Service Manager

PSH 10/1/00

**\*\*This permit is herewith issued, on the basis of plans submitted and conditions placed on these plans, any deviations shall require a separate approval.**

**\*\*\*THIS PERMIT HAS BEEN ISSUED WITH THE UNDERSTANDING THAT ALL THE CONDITIONS OF THE APPROVAL SHALL BE COMPLETED. THEREFORE, BEFORE THE WORK IS COMPLETED A REVISED PLAN OR STATEMENT FROM THE PERMIT HOLDER SHALL BE SUBMITTED TO THIS OFFICE SHOWING OR EXPLAINING THAT THE CONDITIONS HAVE BEEN MET. IF THIS REQUIREMENT IS NOT RECEIVED YOUR CERTIFICATE OF OCCUPANCY SHALL BE WITHHELD. ( You Shall Call for Inspections )**

**\*\*\*\*ALL PLANS THAT REQUIRE A PROFESSIONAL DESIGNER'S SEAL, (AS PER SECTION 114.0 OF THE BUILDING CODE) SHALL ALSO BE PRESENTED TO THIS DIVISION ON AUTO CAD LT. 2000, DXF FORMAT OR EQUIVALENT.**

**\*\*\*\*\*CERTIFICATE OF OCCUPANCY FEE \$50.00**

**SIGNAGE PRE-APPLICATION**

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 261 Commercial Street ZONE: B-3

OWNER: Harbor Plaza Associates

APPLICANT: Bailey Sign Company Inc.

ASSESSOR NO. \_\_\_\_\_

PLEASE CIRCLE APPROPRIATE ANSWER

SINGLE TENANT LOT? YES  NO  MULTI-TENANT LOT?  YES  NO

FREESTANDING SIGN? (ex. Pole Sign) YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_

MORE THAN ONE SIGN? YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_

SIGN ATTACHED TO BLDG.?  YES  NO DIMENSIONS 5'4" X 19'5"

MORE THAN ONE SIGN?  YES  NO DIMENSIONS 5'4" X 19'5"

AWNING: YES  NO  IS AWNING BACKLIT? YES  NO  HEIGHT OFF SIDEWALK \_\_\_\_\_

IS THERE ANY MESSAGE, TRADEMARK OR SYMBOL ON IT? \_\_\_\_\_

LIST ALL EXISTING SIGNAGE AND THEIR DIMENSIONS:

This is a multi-tenant Bldg. but, Maine Employers Mutual is the only tenant with signage -

\*\*\* TENANT BLDG. FRONTAGE (IN FEET): Commercial Street - 2400 ft  
\*\*\* REQUIRED INFORMATION front elevation

AREA FOR COMPUTATION

left elevation - 4200 ft  
CROSS street

Decreases the  
Existing Signage  
by 2 ft

**YOU SHALL PROVIDE:**

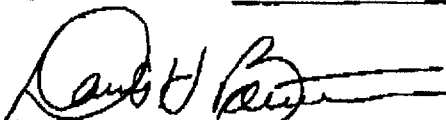
**A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE EXISTING AND NEW SIGNAGE IS LOCATED MUST BE PROVIDED. SKETCHES AND/OR PICTURES OF PROPOSED ARE ALSO REQUIRED.**

SIGNATURE OF APPLICANT: Judy Trainor / Bailey Sign DATE: 7-16-01

WRITTEN CONSENT AND AGREEMENT RELATING TO A CERTAIN SIGN PROPOSED TO BE  
 ERECTED ON A BUILDING AT 261 COMMERCIAL STREET  
 IN PORTLAND, MAINE HARBOR PLAZA ASSOC. being the owner of the premises  
 at 261 COMMERCIAL ST. in Portland, Maine hereby gives consent to the  
 erection of a certain sign owned by MAINE EMPLOYERS MUTUAL INS. CO. over the  
 public sidewalk or on the building from said premises as described in  
 application to the Division of Inspection Services of Portland, Maine for a  
 permit to cover erection of said sign:

And in consideration of the issuance of said permit HARBOR PLAZA ASSOC.,  
 owner 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 of  
 said sign shall fail to remove said sign or make it permanently safe in case  
 the sign still serves the purpose for which it was erected, hereby agrees  
 for himself or itself, for his heirs, its successors, and his or its  
 assigns, to completely remove said sign within ten days of notice from said  
 Inspector of Buildings that said sign is in such condition and of order from  
 him to remove it.

In Witness whereof, the owner of said premises has signed this consent and  
 agreement this 11 day of JULY 2001.

  
 GENERAL PARTNER  
 HARBOR PLAZA ASSOC.

03/25/88

# ACORD. CERTIFICATE OF LIABILITY INSURANCE

EP ID M1  
BAILE-7

DATE (MM/DD/YY)  
03/26/01

**PRODUCER**  
  
**Morse, Payson & Noyes Ins.**  
 P.O. Box 406  
 Portland ME 04112-0406  
 Phone: 207-775-6000 Fax: 207-775-0339

**INSURED**  
  
**Bailey Sign, Inc.**  
 Bruce Bailey  
 9 Thomas Dr.  
 Westbrook ME 04092

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**

INSURER A: **Commercial Union York Ins. Co.**  
 INSURER B: **MAINE EMPLOYERS MUTUAL**  
 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.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	YMR771947	04/01/01	04/01/02	EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 100,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	REN'L OF #YMAH40710	04/01/01	04/01/02	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN AUTO ONLY: EA ACC \$
					AGG \$
A	<b>EXCESS LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
					\$
					\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	1810058334	04/01/01	04/01/02	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
					E.L. EACH ACCIDENT \$ 500,000
					E.L. DISEASE - EA EMPLOYEE \$ 500,000
					E.L. DISEASE - POLICY LIMIT \$ 500,000
	OTHER				

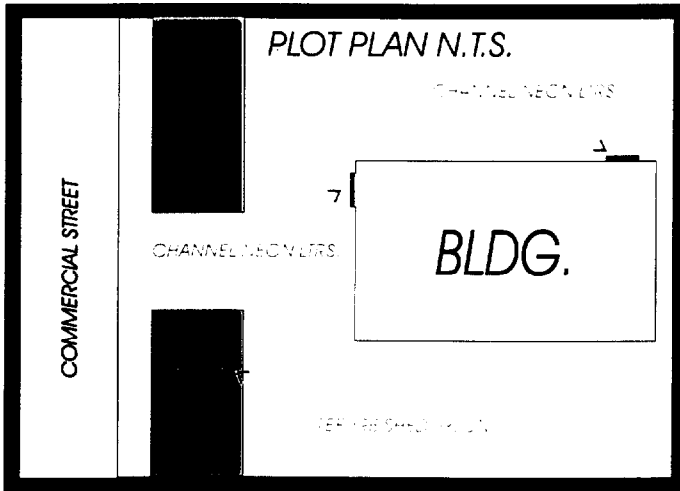
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
**City of Portland is named as Additional Insured with respects to General Liability.**

<b>CERTIFICATE HOLDER</b>  City of Portland 389 Congress St. Portland ME 04101	N	<b>ADDITIONAL INSURED; INSURER LETTER:</b>	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> 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.  <b>Morse Payson &amp; Noyes Insurance</b>
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NOTES:

DESIGN STATUS:



PRESENTATION PRINT DATE:

PROGRESS PRINT #.:

CONSTRUCTION/MOUNTING: DATE:

PERMIT/SITE PLAN: DATE:

APPROVED MANUFACTURING: *RM*

DATE:

VOLTAGE: *120V*

REVISIONS:

**Bailey Sign** INCORPORATED

www.baileysign.com  
 9 Thomas Drive  
 Col. Westbrook Executive Park  
 Westbrook, ME 04092  
 207-774-2843 / 1-800-539-SIGN  
 Fax: 774-1193  
 E-Mail: newsign@baileysign.com

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**PLEASE NOTE:**

THIS IS A PROGRESS PRINT - FIELD MEASUREMENTS MAY OR MAY NOT NEED TO BE VERIFIED.

THIS DESIGN IS THE EXCLUSIVE PROPERTY OF BAILEY SIGN INCORPORATED AND ALL RIGHTS TO ITS USE OR REPRODUCTION ARE RESERVED.

COLORS SHOWN HERE ARE FOR DISTRIBUTION ONLY COLOR MATCH NUMBERS WILL BE NEEDED

IF AN ELECTRIC SIGN, THEN INSTALLATION MUST BE ACCOMPLISHED IN TOTAL COMPLIANCE WITH THE NATIONAL ELECTRIC CODE, THE REQUIREMENTS OF UNDERWRITERS LABORATORY, CANADIAN STANDARDS ASSOCIATION, AND APPLICABLE LOCAL CODES.

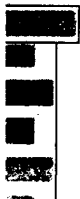
CUSTOMER:  
**MAINE EMPLOYEES MUTUAL**  
 LOCATION: **INSURANCE**  
**261 COMMERCIAL STREET**  
**PORTLAND, MAINE**

SALESPERSON: *R R* DRAWN BY: *L.W.M.*

U.C. NUMERALS

U.C. LOGOTYPE + 1/4" OUTLINE

9" U.C.



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

Permit No: 01-1361	Issue Date: <b>PERMIT ISSUED</b> NOV 20 2001	CBL: 038 F009002
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Location of Construction: 259 Commercial St - 261	Owner Name: Dictar Associates II	Owner Address: Po Box 3572	Phone: 20-772-2992
Business Name: n/a	Contractor Name: Jellison Construction 870-9392	Contractor Address: 6 Marry Oaks Windham	Phone: 2078709392
Lessee/Buyer's Name n/a	Phone: n/a	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Commercial / Office Space	Proposed Use: Commercial / Office Space; add 5 offices to vacant space. 5th floor	Permit Fee: \$144.00	Cost of Work: \$20,000.00	CEO District: 1
Proposed Project Description: Add 5 Offices Spaces		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: 0 Type:	
		Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>	
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: gg	Date Applied For: 11/02/2001	<b>Zoning Approval</b>		
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 checked="" type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Date: 11/5/01	<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> <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 Any exterior work shall require a separate review and approval <input type="checkbox"/> Denied Date: 11/5/01 approved	

**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.

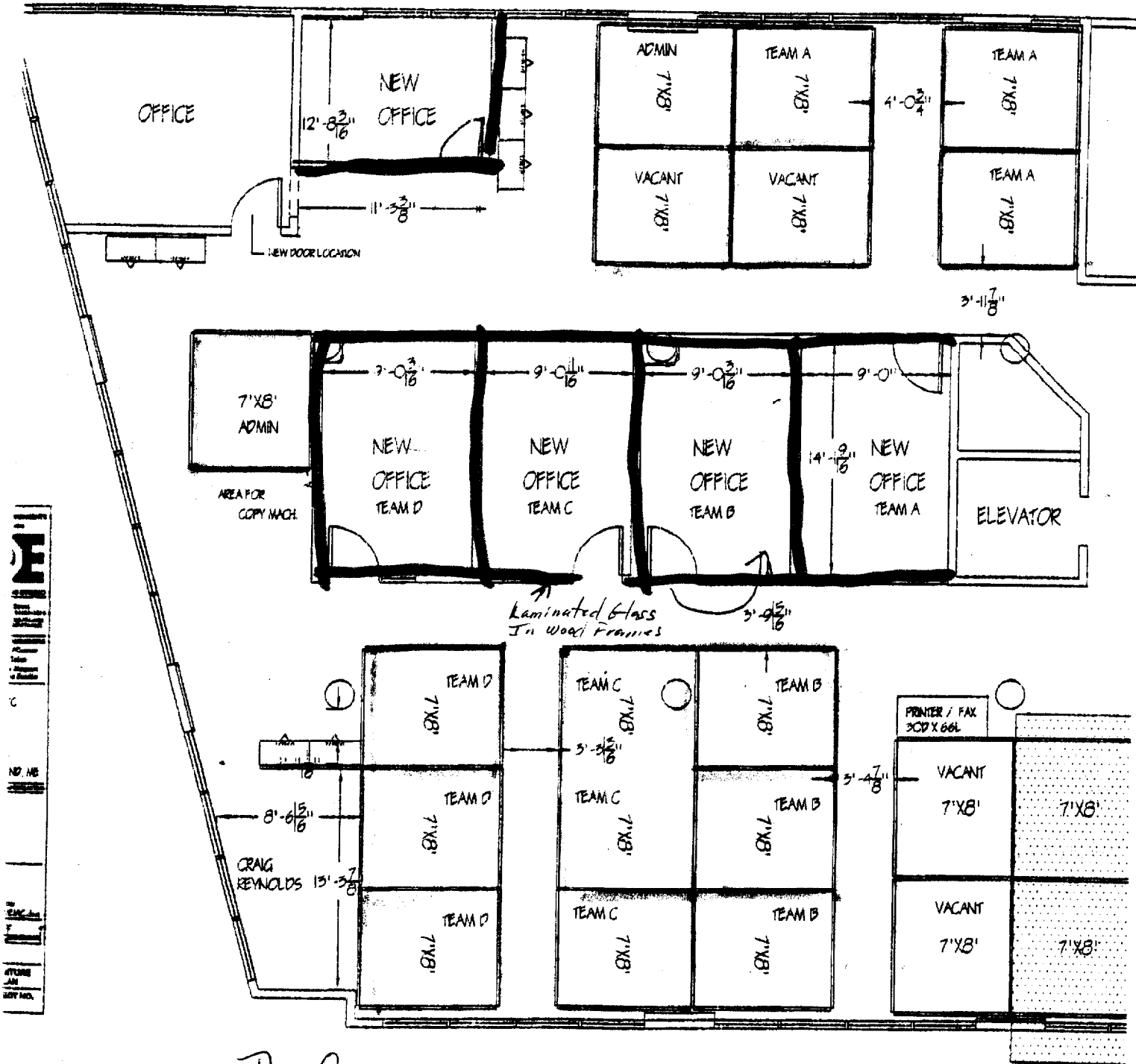
SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

**—** New Walls  
**- - -** Office Partitions

261 Commercial St  
 Victor BSS. 772-2992

# 20000

9' Ceiling Height  
 2x4" steel studs  
 1/2" Sheetrock  
 steel Door Frames



5th floor per other plans

011361

# All Purpose Building 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: 261 Commercial St Portland Me.

Total Square Footage of Proposed Structure 637 Square Footage of Lot 50,238 Sq.Ft.

Tax Assessor's Chart, Block & Lot  
Chart# 38A Block# E Lot# 9  
Owner: Doctor Ass. P.O. Box 3572, Port Telephone: 772 2992

Lessee/Buyer's Name (If Applicable) Maine employees mutual  
Applicant name, address & telephone: David Ellison 6 Mary Oaks Ln.  
Cost Of Work: \$ 20000  
Fee: \$ 144 -

Current use: Office Space  
If the location is currently vacant, what was prior use: Office space  
Approximately how long has it been vacant: \_\_\_\_\_  
Proposed use: Office space  
Project description: ADD 5 OFFICES TO VACANT SPACE

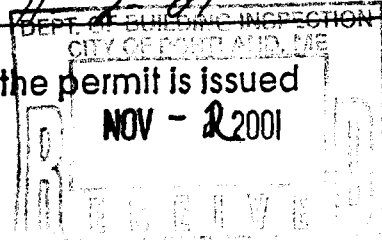
Contractor's name, address & telephone: David E. Ellison / Ellison Construction 6 Mary Oaks Ln Windham ME 04062  
Who should we contact when the permit is ready: \_\_\_\_\_  
Mailing address: MAIL when ready Phone: 890-9392

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.

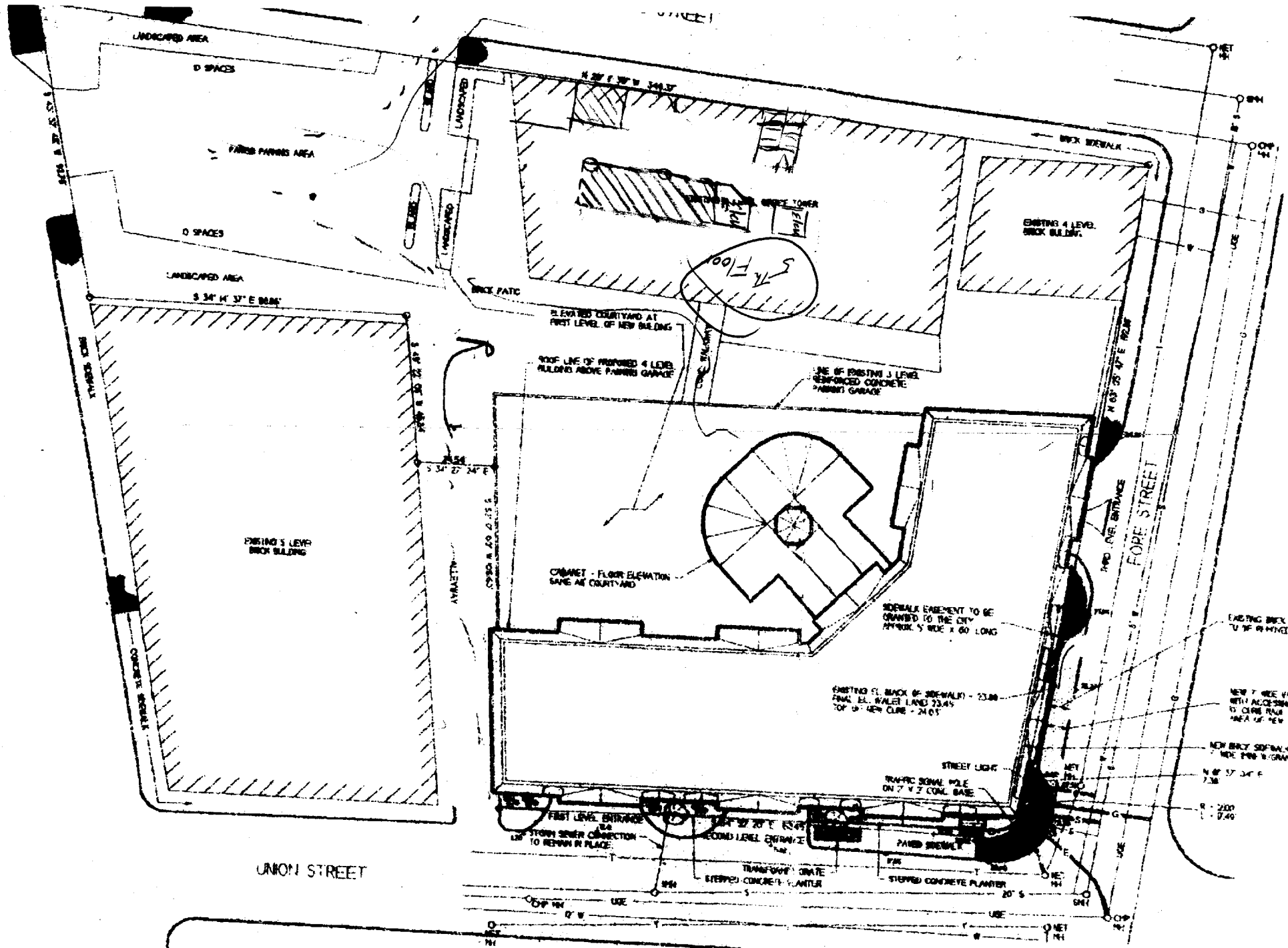
I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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 the codes applicable to this permit.

Signature of applicant: [Signature] Date: 11-2-01

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



COMMERCIAL STREET



UNION STREET

GRAPHIC SCALE

EXISTING BRICK SIDEWALK TO BE REFINISHED

NEW 7' WIDE WALK WITH ACCESSIBLE TO CURB RAMP AREA OF NEW LOT

NEW BRICK SIDEWALK WIDE 5' WIDE X 60' LONG

N 0° 57' 34" E 7.38'

S 1° 20' 0" E 9.49'

SIDEWALK EASEMENT TO BE GRANTED TO THE CITY APPROX 5' WIDE X 60' LONG

EXISTING 5' BACK OF SIDEWALK - 23.00'  
 FINAL E.L. WALK LANE 23.45'  
 TOP OF CURB CURB - 24.05'

COURT - FLOOR ELEVATION SAME AS COURTYARD

ELEVATED COURTYARD AT FIRST LEVEL OF NEW BUILDING

ROOF LINE OF PROPOSED 4 LEVEL BUILDING ABOVE PARKING GARAGE

USE OF EXISTING 1 LEVEL REINFORCED CONCRETE PARKING GARAGE

STREET LIGHT

TRAFFIC SIGNAL POLE ON 7' X 2' CONCR. BASE

FIRST LEVEL ENTRANCE TO STORM SEWER CONNECTION TO REMAIN IN PLACE

TRANSFORMER GRATE STEEPED CONCRETE PLANTER

PAVED SIDEWALK STEEPED CONCRETE PLANTER

5' x 7' Floor

LANDSCAPED AREA  
 0 SPACES  
 PARKING AREA  
 0 SPACES

LANDSCAPED AREA  
 S 34° 14' 37" E 88.81'

EXISTING 5 LEVEL BRICK BUILDING

EXISTING 4 LEVEL BRICK BUILDING

FORE STREET

N 0° 25' 47" E 182.80'

AVIATION

S 34° 27' 24" E

399.80' N 20° 20' 25" E

N 0° 25' 47" E 182.80'

CONCRETE SIDEWALK

CONCRETE SIDEWALK

BRICK PATIO

LANDSCAPED

BRICK SIDEWALK

NET 181'

OFF 181'

USE

USE

USE

USE

USE

USE

USE

USE

NET 181'

OFF 181'

USE

USE

USE

USE

USE

USE

USE

USE