

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT

This is to certify that Still Water Yoga

Located At 254 COMMERCIAL ST

Job ID: 2012-04-3822-SIGN

CBL: 041- A-017-001

has permission to Outside A-Frame sign 6' sq; Stillwater Yoga  
provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues 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
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\_\_\_\_\_  
N/A  
**Fire Prevention Officer**

*Mary Schmuckel* 4/24/12  
**Code Enforcement Officer / Plan Reviewer**

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

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life* • [www.portlandmaine.gov](http://www.portlandmaine.gov)

Acting Director of Planning and Urban Development  
Gregory Mitchell

Job ID: 2012-04-3822-SIGN

Located At: 254 COMMERCIAL  
ST

CBL: 041- A-017-001

## **Conditions of Approval:**

### **Zoning**

1. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
2. All sidewalk signs shall be removed when the business is closed or while any snow or ice exists on the walkway within eight feet of the sign in any direction. All sidewalk signs shall be located near the curb rather than the building face. The sidewalk shall maintain a width of no less than 4 1/2 feet of unobstructed sidewalk width perpendicular to major flows. For a single tenant listing, the maximum width is 24 inches or less if needed for the 4.5 feet of unobstructed sidewalk width. The maximum height of a sidewalk sign is 40 inches to the top of the sign in place. The minimum height of a sidewalk sign is 30 inches to the top of the sign in place.

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

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

Job No: 2012-04-3822-SIGN	Date Applied: 4/20/2012	CBL: 041- A-017-001	
Location of Construction: 254 COMMERCIAL ST	Owner Name: WATERFRONT MAINE	Owner Address: 14 MAINE ST BRUNSWICK, ME 04011	Phone: 522-4133
Business Name: Stillwater Yoga Studio- Suite "G" or Suite 102	Contractor Name: N/A	Contractor Address:	Phone:
Lessee/Buyer's Name: Joseph Satlak	Phone: 730-5602	Permit Type: SIGN A-FRAME	Zone: WCZ
Past Use:  1 <sup>st</sup> floor: Yoga Studio (Still Water), Lawyer's office (suite 103 Federle Mahoney), Ripple Effect, Maine Island Trails, with Professional Offices above	Proposed Use:  Same: 1 <sup>st</sup> floor: Yoga Studio, Lawyer's office, Ripple Effect, Maine Island Trails with Professional Offices above. - <u>to erect an A-Frame sign for the yoga studio (Still Water Yoga)</u>	Cost of Work:  Fire Dept:  Signature:	CEO District:  Inspection: Use Group: Type: Signature:
Proposed Project Description: Outside tent sign 6' sq		Pedestrian Activities District (P.A.D.)	

Permit Taken By: Brad	<b>Zoning Approval</b>		
<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan  Date: <u>4/24/12</u>	<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: <u>4/24/12</u>	<b>Historic Preservation</b> <input checked="" type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied  Date: <u>4/24/12</u>
	<b>CERTIFICATION</b>		

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 appication 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

Entered 4/20/12 (S)

Job ID: 2012-04-3822 Sign

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: 254 Commercial St Portland ME WCZ

Tax Assessor's Chart, Block & Lot Chart# <u>41</u> Block# <u>A</u> Lot# <u>2817</u>	Owner: <u>water front name</u>	Telephone: <u>1207 5224133</u>
Lessee/Buyer's Name (If Applicable) <u>Still want your studio</u> <u>Joseph Satlak</u> <u>254 Commercial St</u> <u>Portland, ME 04101</u>	Contractor name, address & telephone: <u>N/A</u>	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00 For H.D. signage \$75.00 Fee: \$ _____ Awning Fee= cost of work _____ Total Fee: \$ <u>30</u>
Who should we contact when the permit is ready: <u>Joseph Satlak</u> phone: <u>207 730 5602</u>		
Tenant/allocated building space frontage (feet): Length: <u>NA</u> Height: <u>NA</u> Lot Frontage (feet) <u>NA</u> Single Tenant or Multi Tenant Lot <u>*</u> <u>Multi tenant office building</u>		
Current Specific use: <u>office</u> If vacant, what was prior use: _____ Proposed Use: <u>side walk sign 6' 2</u>		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: <u>24x36</u> Height from grade: <u>36"</u> Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions proposed: _____		
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 _____ Dimensions: _____ Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions: _____ 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.		

RECEIVED  
APR 20 2012  
Dept. of Building Inspections  
City of Portland Maine

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: \_\_\_\_\_ Date: 4/20/12

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



# PORTLAND MAINE

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## Receipts Details:

**Tender Information:** Check , Check Number: 94  
**Tender Amount:** 30.00

## Receipt Header:

**Cashier Id:** bsaucier  
**Receipt Date:** 4/20/2012  
**Receipt Number:** 43119

## Receipt Details:

Referance ID:	6208	Fee Type:	UI-MI
Receipt Number:	0	Payment Date:	
Transaction Amount:	30.00	Charge Amount:	30.00
Job ID: Job ID: 2012-04-3822-SIGN - Outside tent sign 6' sq			
Additional Comments: 254 Commercial sign permit			

**Thank You for your Payment!**

## stillwateryoga

Enclosed please find an application for a side walk sign permit. Included is a photo of the area that the sign is to be place (one a grassy island adjacent to the sidewalk , adjacent to the parking lot at 254 Commercial Street.

It is to be a simple A frame sign.

Thank you for your assistance

Sincerely,  
Joseph Satlak  
Still Water Yoga

**POLICY CHANGE DOCUMENT**

**POLICY NO:**  
PHPK853340-000

**CHANGE # 1**

**CHANGE EFFECTIVE: 04/18/2012**

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Philadelphia Indemnity Insurance Company

PRODUCER: Maguire Insurance Agency, Inc.

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**NAMED INSURED:** Stillwater Yoga

**MAILING ADDRESS** 2 E Grand Ave  
Pine Point, ME 04074-9215

**POLICY PERIOD:** FROM 04/18/2012 TO 04/18/2013 at  
12:01 A.M. Standard Time at your mailing address shown above.

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**DESCRIPTION:**

In consideration of the premium reflected, the policy is amended as indicated below:  
Added Additional Insured: City of Portland

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Total Annual  
Additional/Return Premium

\$0.00

Total Prorate  
Additional/Return Premium

\$0.00

Total Annual  
Additional/Return  
Tax/Surcharge/Fee

\$0.00

Total Prorate  
Additional/Return  
Tax/Surcharge/Fee

\$0.00





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/18/2012

<b>PRODUCER</b> Maguire Insurance Agency, Inc. 27101 Puerta Real Suite 200 Mission Viejo, CA 92691- (877)438-7459	<b>THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURED</b> Stillwater Yoga 2 E Grand Ave Pine Point, ME 04074-9215	<b>INSURERS AFFORDING COVERAGE</b> INSURER A: Philadelphia Indemnity Insurance Company 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 CERTIFICATION 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	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A	X	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> PROFESSIONAL LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	PHPK853340-000	04/18/2012	04/18/2013	EACH OCCURENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	\$2,000,000 \$100,000 \$2,500 \$2,000,000 \$4,000,000 \$4,000,000
A	X	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	PHPK853340-000	04/18/2012	04/18/2013	COMBINED SINGLE LIMIT (EA accident) 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	
		<b>EXCESS / UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION				EACH OCCURENCE AGGREGATE	
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/M (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	
		<b>OTHER</b>					

DESCRIPTION OF OPERATIONS / LOCATIONS/ VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 It is understood and agreed that the following entity is added as an additional insured but only with respect(s) to the operations of the named insured except that liability resulting from the additional insured's sole negligence.

## CERTIFICATE HOLDER

City of Portland  
 389 Congress St  
 Portland, ME 04101-3566

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 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.

AUTHORIZED REPRESENTATIVE

*Sean P. Sweeney*



April 20, 2012

Joseph Satlak  
Stillwater Yoga  
254 Commercial Street  
Portland, ME 04101

Dear Joseph,

Thank you for your patience. We have carefully reviewed your recent signage request to assist you as you open your new business in our property located @ Merrill's Wharf on 254 Commercial Street.

You have our permission to use a 24"x40" professionally lettered A-frame sign on the grass area near the Commercial Street sidewalk, provided that the City of Portland will permit it for you.

We ask that the sign be outdoors only during the time that you are physically present in the studio for either an open house or a class; please place the sign out in prior to the event & kindly bring it back inside after the event. Some consideration may need to be given to the wind in order to best protect your new sign from falling over. We believe that there should be a sunset in the range of 60-90 days on the use of the sign at this time. Please do not hesitate to contact me with any questions.

Congratulations on your new business. Welcome; we look forward to having join us on Merrill's Wharf!

Sincerely,

Dan Jacques  
Waterfront Maine

**Waterfront Maine**  
14 Maine Street  
Brunswick, Maine 04011

Brunswick, ME: 207-729-7970

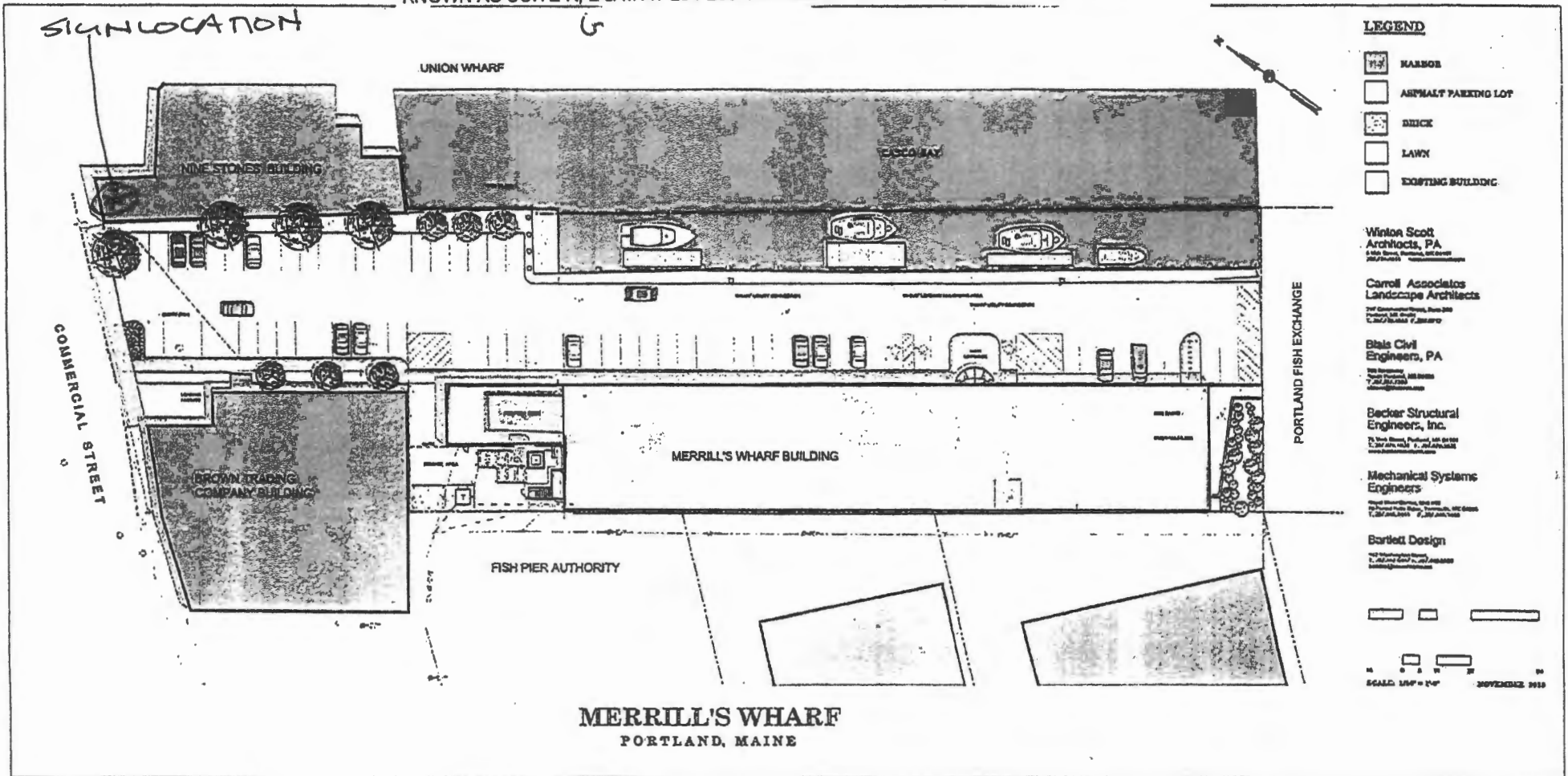
New York, NY: 212-695-8090

EXHIBIT B

LEASE BETWEEN WATERFRONT, MAINE LIMITED PARTNERSHIP,  
 A MAINE LIMITED PARTNERSHIP, OWNER AND  
 ONPOINT HEALTH DATA, INC., A MAINE CORPORATION  
 DATED December \_\_, 2011

*Joseph Sgt 1st + Candace Soltak*

THE APPROXIMATELY <sup>1,025</sup>4,247 <sup>First</sup> RENTABLE SQUARE FEET ON THE SECOND FLOOR  
 KNOWN AS SUITE K, L & M AT 254-258 COMMERCIAL STREET, PORTLAND, MAINE 04101



= Merrill Wharf Building

DeAnne Curran <dcurran@viablelogic.com>  
Still Water Yoga Sidewalk sign  
April 13, 2012 2:58 PM

Candace and Joseph,  
Attached is a reduced size, low resolution mock up for the sidewalk sign. Please review and let us know if you have any edits or updates.  
Thank you!  
DeAnne Curran

Viable Logic  
142 High Street  
Suite 615  
Portland, ME 04101  
phone: 207.781.4230  
www.viablelogic.com

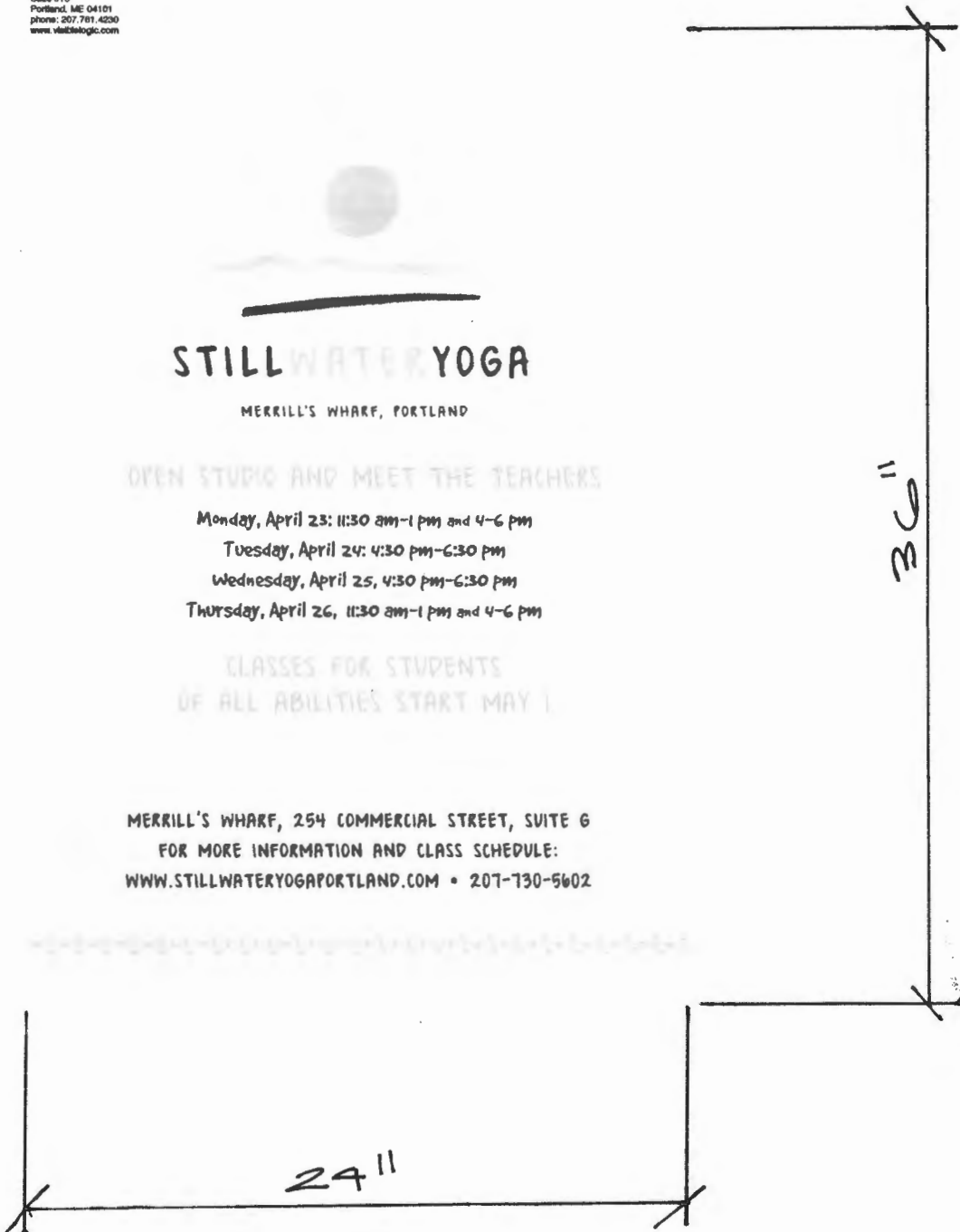


OPEN STUDIO AND MEET THE TEACHERS

- Monday, April 23: 11:30 am-1 pm and 4-6 pm
- Tuesday, April 24: 4:30 pm-6:30 pm
- Wednesday, April 25, 4:30 pm-6:30 pm
- Thursday, April 26, 11:30 am-1 pm and 4-6 pm

CLASSES FOR STUDENTS  
OF ALL ABILITIES START MAY 1

MERRILL'S WHARF, 254 COMMERCIAL STREET, SUITE 6  
FOR MORE INFORMATION AND CLASS SCHEDULE:  
[WWW.STILLWATERYOGAPORTLAND.COM](http://WWW.STILLWATERYOGAPORTLAND.COM) • 207-730-5602



Real Estate  
MALONE  
772-2422

SIGN LOCATION

