

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT

## PERMIT

Permit Number: 011037

This is to certify that Conneen Thomas F/Gardner Edmund  
has permission to Erect a 3 SqFt Sign  
AT 101 Danforth St 044 F003001

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 Ordinance of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

# DENIED

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission procured before this building or part thereof is laid or commenced. **FOUR HOUR 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

**PERMIT ISSUED WITH REQUIREMENTS**  
*[Signature]*  
Director - Building & Inspection Services

### PENALTY FOR REMOVING THIS CARD

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

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

Permit No: 01-1037	Issue Date:	CBL: 044 F003001
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Location of Construction: 101 Danforth St	Owner Name: Conneen Thomas F	Owner Address: 797 Princes Pt Rd <i>Yamouth 04096</i>	Phone: 207-780-6538
Business Name: n/a	Contractor Name: Gardner, Edmund	Contractor Address: 377 Brighton Ave. Portland	Phone: 2074154493
Lessee/Buyer's Name n/a	Phone: n/a	Permit Type: Signs - Permanent	Zone: <i>R-6</i>

Past Use: Apartment Complex: 12 Units In Process of Condo Conversion <i>Application Applied for</i>	Proposed Use: Same: Erect a 3 SqFt Sign	Permit Fee:	Cost of Work: \$0.00	CEO District: 2
		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: <i>S190994</i> Use Group: <i>PERMIT ISSUED WITH REQUIREMENTS</i>	

Proposed Project Description: Erect a 3 SqFt Sign	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: <i>[Signature]</i> Date:	

Permit Taken By: cjh	Date Applied For: 08/21/2001	<b>Zoning Approval</b>
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<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 information may invalidate a building permit and stop all work..</p>	<p>Special Zoning Districts</p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: <i>8/21/01</i></p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p>Historic Preservation</p> <p><input type="checkbox"/> Not in District or Landmark</p> <p><input type="checkbox"/> Does Not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p>
	<p><i>Denial</i></p> <p><i>No Allowance Under The Code</i></p> <p><i>8/21/01</i></p> <p><i>23/01 Denied by Deb Andrews</i></p> <p><i>No special meet</i></p>		

**8/21/01**

**PERMIT ISSUED WITH REQUIREMENTS**

**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

## 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: <u>101 Danforth Street</u>		
Total Square Footage of Proposed Structure <u>5.25</u>	Square Footage of Lot <u>9,828</u>	
Tax Assessor's Chart, Block & Lot Number Chart# <u>44</u> Block# <u>F</u> Lot# <u>3</u>	Owner: <u>99-101 Danforth St. Assoc</u>	Telephone #: <u>415.4493</u> <u>780.6538</u>
Lessee/Buyer's Name (If Applicable) <u>n/a</u>	Owner's/Purchaser/Lessee Address: <u>377 Brighton Ave</u> <u>Portland, Me 04102</u>	Total s.f of signs <u>3</u> x .20 \$ <u>.60</u> , plus \$30.00 TOTAL \$ <u>30.60</u>
Current use: <u>12 unit Apt. building</u> Proposed use: <u>12 unit condominium building</u>		
Project description: <u>Building identifier sign</u>		
Applicants Name, Address & Telephone: <u>Ed Gardner</u> <u>377 Brighton Ave</u> <u>Portland, Me 04102</u>		
Contractor's Name, Address & Telephone: <u>(same)</u> ↗		
Who shall we contact when the permit is ready: <u>Ed Gardner</u>		
Telephone: <u>415.4493</u>		
If you would like it mailed, what mailing address should we use: <u>Yes</u> <u>377 Brighton Ave</u> <u>Portland, Me 04102</u>		
		Rec'd By:

SIGNAGE PRE-APPLICATION

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 101 Danforth St P.t.d ZONE: Residential

OWNER: 99-101 Danforth St. Assoc.

APPLICANT: Ed Gardner

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

PLEASE CIRCLE APPROPRIATE ANSWER

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

FREESTANDING SIGN? (ex. Pole Sign)  YES  NO --- DIMENSIONS 3'6" HEIGHT 1'6"

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

SIGN ATTACHED TO BLDG.? YES  NO  DIMENSIONS \_\_\_\_\_

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

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:

\*\*\* TENANT BLDG. FRONTAGE (IN FEET): 36' building frontage  
\*\*\* REQUIRED INFORMATION

AREA FOR COMPUTATION

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: Ed Gardner DATE: 7-27-01

BUILDING PERMIT REPORT

DATE: 22 August 2001 ADDRESS: 101 Danforth ST. CBL: 044-F-003

REASON FOR PERMIT: Signage

BUILDING OWNER: Thomas F. Conneen

PERMIT APPLICANT: \_\_\_\_\_ / CONTRACTOR Edmund Gaudier

USE GROUP: \_\_\_\_\_ CONSTRUCTION TYPE: \_\_\_\_\_ CONSTRUCTION COST: \_\_\_\_\_ PERMIT FEES: \$3060

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)

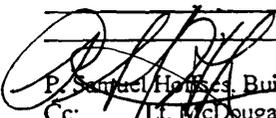
CONDITION(S) OF APPROVAL

This permit is being issued with the understanding that the following conditions shall be met: \*1 \*38

- X 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 3/4" 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)

8/21

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).

  
 P. Samuel Hoopes, Building Inspector  
 Cc: Lt. McDougall, PFD  
 Marge Schmauckal, Zoning Administrator  
 Michael Nugent, Inspection Service Manager

PSH 10/100

**\*\*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.**

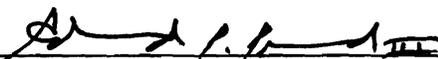
**\*\*\*\*\*CERTIFICATE OF OCCUPANCY FEE \$50.00**

**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: 	Date: 7.27.01
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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**

## **Side Walk Signs Design/Location/Construction Standards**

### **Quantity**

One sign per establishment for each street frontage having a public entrance provided that all dimension and location standards are met. When standards would not otherwise permit a sign, a sign may consist of multiple listings.

### **Sign Dimensions**

Single listing: Maximum width – 24 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flow. Maximum height – 40 inches to top of sign in place. Minimum height 30 inches to top of sign in place.

Multiple: Maximum width – 30 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flow. Maximum height – 4- inches to top of sign in place. Minimum height 30 inches to top of sign in place.

### **Location**

Minimum distance between signs – 20 feet. Maximum distance of sign from public entrance of advertiser 20 feet. The City may vary these distances for exceptional physical circumstances where public safety and streetscape aesthetics will be maintained. However, under no circumstances shall signs obstruct vehicular stops, benches, fire hydrants, or other street visual amenities. Signs shall be located near the curb rather than the building face.

### **Materials and Graphics**

All signs shall be of an A-Frame type design, shall be constructed of durable, weather-resistant materials and finish, shall have no moving parts, and shall be non-electrified. All signs shall be maintained in a clean and original appearance. Sign materials, graphics, and finish shall be of a unified design and shall be compatible with the local streetscape. All signs shall have horizontal braces spanning each side of the sign to assure rigid support. Lettering shall be legible and consistent.

### **Sign Removal**

All signs shall be removed when the business is closed or while any snow or ice exists on the walk within eight feet of the sign in any direction.

### **Insurance**

No permit shall be issued unless the applicant has posted in advance with the City a suitable public liability insurance certificate in an amount adequate to protect the City.

### **Enforcement**

A sign may be removed after notice to the owner and the permit, if issued, may be revoked if the sign does not conform to the standards herein.

For permit come to City Hall 389 Congress Street room 315 with:

1. Certificate of liability insurance
2. Drawing of sign showing dimensions
3. Payment of .20 per sq. ft. plus \$30.00

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

**Please check off the following indicating that you have included the below items to expedite the process of this sign application:**

- "Certification of Liability" listing the City additionally insured if any portion of the sign abuts or encroaches on the public right of way, or can fall into the public right of way
- Letter of permission from the owner

**A sketch plan indicating the following:**

- Drawing of the property showing all dimensions of the lot
- Location of all buildings and property setbacks from all buildings
- Driveways and abutting streets showing street frontage and any right of ways
- Indicate on drawing the dimensions of all buildings on the lot
- Define in footage the frontage of your business front
- Indicate on drawing of existing signage and dimensions of each sign
- Indicate on drawing all proposed signage and dimension of each sign
- Sign area height and setback of each existing and proposed freestanding sign
  
- Certification of flammability required for awning/canopy at time of application
- UL # required for lighted signs at the time of Final Inspection. Failure to provide this information will invalidate the Sign Permit.

The Provisions of Section 3102.0 of the City's Building Code "The BOCA National Building Code 1999 edition" shall govern the construction, alteration, repair and maintenance of outdoor signs together with the associated appurtenant and auxiliary devices in respect to structural and fire safety. In accordance to section 3102.4.4 of BOCA construction documents and owners consent is all follows; "Before any permit is issued for the erection of a sign, Construction Documents shall be filed with the code official showing the dimensions, materials and required details of construction, including loads, stresses and anchorage. The applications shall be accompanied by the written contract of the owner or lessees of the premises upon which the sign is to erected. **NO PERMIT CAN OR WILL BE ISSUED UNLESS THIS INFORMATION IS SUBMITTED AND APPROVED BY THE INSPECTIONS OFFICE.**

**ELECTRICAL SIGNAGE PERMITS/RESPONSIBILITIES**

All sign companies or any persons engaged in the installation, interchange or maintenance of signage in the City of Portland must have the Electrician or Electrical Contractor who provided power to the sign(s) or associated equipment apply for an electrical permit in the Inspections Office.

It is the responsibility of your company to contact your sub-contractor or the owner to inform them of this policy. Whether your company does the final connections, which requires a valid Maine Electricians License or your sub contractor provides this service; permits and inspections shall be required.

Failure to comply with this procedure may result in the denial of sign permits by this office for your company or its representation to install or interchange any future signage in the City of Portland.

## INFORMATION REQUIREMENTS FOR SIGN PERMIT APPLICATION

Applicants for a sign permit will be asked to submit the following information to the Code Enforcement Office:

1. Proof of insurance
2. Letter of permission from the owner
3. A sketch plan of lot, indicating location of buildings, driveways and any abutting streets or right of ways. Lengths of building frontages and street frontages should be noted. (see attached)
4. Indicate on the plan all existing and proposed signs
5. Computation of the following:
  - A) Sign area of each existing and proposed building sign
  - B) Sign area height and setback of each existing and proposed freestanding sign.
6. A sketch of any proposed sign(s), indicating dimensions, materials, source of illumination and construction method (see attached).
7. Certificate of flammability required for awning/canopy at time of application.
8. UL # required for lighted signs at the time of application.
9. **You must have complete structural details (i.e. showing all connections to buildings and footing details) Specifics required or your permit may be held up**

**Fee for permit - \$30.00 plus \$0.20 per square foot**

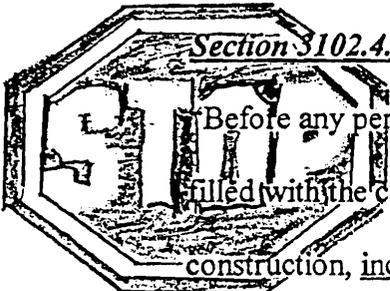
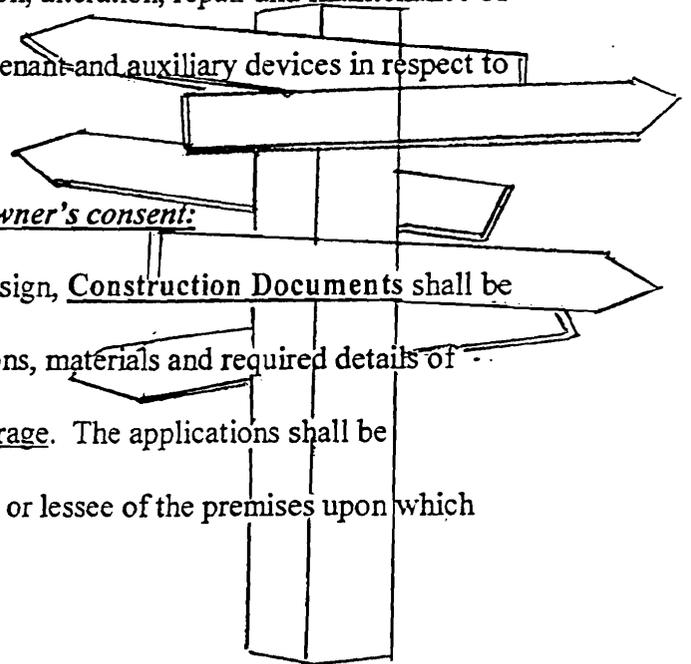
**Fee for awning based on cost of work - \$30.00 for the first \$1,000.00, \$6.00 for each additional \$1,000.000.**

**NOTE:** Once a sketch plan has been filed for a property, the code enforcement office will keep a record of the plan so that a new sketch plan will not be required for later changes to signage on the property. In such an instance, applicants will only be required to submit information applicable to the new sign.

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# SIGN PERMITS

The provisions of Section 3102.0 of the City's Building Code "The BOCA National Building Code/1999" shall govern the construction, alteration, repair and maintenance of outdoor signs together with the associated appurtenant and auxiliary devices in respect to structural and fire safety.

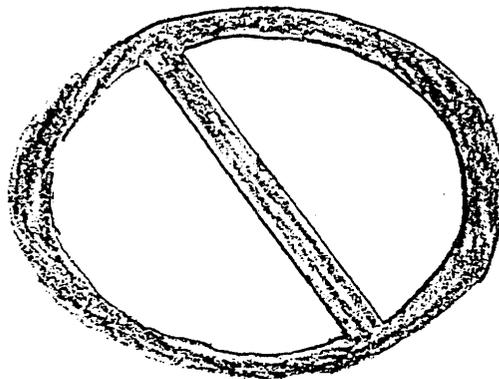


***Section 3102.4.4 construction documents and owner's consent:***

Before any permit is issued for the erection of a sign, Construction Documents shall be filled with the code official showing the dimensions, materials and required details of construction, including loads, stresses, and anchorage. The applications shall be accompanied by the written contract of the owner or lessee of the premises upon which the sign is to be erected."

**NO PERMIT CAN OR WILL BE ISSUED UNLESS THIS INFORMATION IS SUBMITTED AND APPROVED BY THIS OFFICE.**

PSH MAY 28, 2000



# CHAPTER 31

## SPECIAL CONSTRUCTION

### SECTION 3101.0 GENERAL

**3101.1 Scope:** In addition to the general requirements of this code governing the design and construction of all structures, the provisions of this chapter shall control the special structures and construction features as herein provided.

### SECTION 3102.0 SIGNS

**3102.1 General:** The provisions of this section shall govern the construction, *alteration*, repair and maintenance of outdoor *signs* together with the associated appurtenant and auxiliary devices in respect to structural and fire safety. Section 2609.0 shall govern approved light-transmitting *plastic* interior wall *signs*. Section 402.13 shall govern approved *plastic* signs in covered mall buildings.

**3102.2 Definitions:** The following words and terms shall, for the purposes of this chapter and as used elsewhere in this code, have the meanings shown herein.

**Sign:** Any fabricated sign or outdoor display structure, including its structure; consisting of any letter, figure, character, mark, point, plane, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminating device, which is constructed, attached, erected, fastened or manufactured in any manner so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, and displayed in any manner out of doors for recognized advertising purposes.

**Closed sign:** A *sign* in which more than 50 percent of the entire area is solid or tightly enclosed or covered.

**Ground sign:** A *sign* supported by uprights or braces in or upon the ground surface.

**Marquee sign:** A *sign* attached to or hung from a marquee, canopy or other covered structure, projecting from and supported by the building and extending beyond the building wall, building line or *street lot line*.

**Open sign:** A *sign* in which at least 50 percent of the enclosed area is uncovered or open to the transmission of wind.

**Portable sign:** A *sign*, usually of a temporary nature, not securely anchored to the ground or to a building or structure and which obtains some or all of its structural stability with respect to wind or other normally applied forces by means of its geometry or character.

**Projecting sign:** A display *sign* which is attached directly to the building wall, and which extends more than 15 inches (381 mm) from the face of the wall.

**Roof sign:** A *sign* which is erected, constructed and maintained above the roof of the building.

**Temporary sign:** A *sign* constructed of cloth, fabric or other lightweight temporary material with or without a structural frame intended for a limited period of display; including decoration displays for holidays or public demonstrations.

**Wall sign:** A *sign* which is painted on or attached directly to a fence or on the surface of masonry, concrete, frame or other approved building walls, and which extends not more than 15 inches (381 mm) from the face of the fence or wall.

**3102.3 Zoning law:** Where more restrictive in respect to location, purpose, size or height of *signs*, the limitations of *zoning* laws that affect required light and *ventilation* requirements and occupancy of land shall take precedence over the regulations of this code.

**3102.4 Permits and construction documents:** Permits for *signs* shall be required as specified in Sections 3102.4.1 and 3102.4.2 except as provided for in Section 3102.4.3. *Construction documents* shall be prepared and filed in accordance with Sections 3102.4.4 and 3102.4.5.

**3102.4.1 New signs:** A new *sign* shall not hereafter be erected, constructed, *altered* or maintained except as provided for herein, and until a permit has been issued by the code official.

**3102.4.2 Alterations:** A *sign* shall not be enlarged or relocated unless such *sign* conforms to the provisions of this section for new *signs*, or until a proper permit has been secured. The changing of movable parts of an approved *sign* that is designed for such changes, or the repainting or reposting of display matter, shall not be deemed an *alteration*, provided that the conditions of the original approval and the requirements of this section are not violated.

**3102.4.3 Permit exemptions:** A permit shall not be required for the *signs* specified in Sections 3102.4.3.1 through 3102.4.3.5. Such exceptions, however, shall not be construed to relieve the owner of the *sign* from responsibility for the *sign's* erection and maintenance in a safe manner.

**3102.4.3.1 Wall signs:** A permit shall not be required for a *sign* painted on the surface of a fence or approved building wall, or any nonilluminated wall *sign* on a

**3102.8 Roof signs:** Roof *signs* shall comply with Sections 3102.8.1 through 3102.8.4.

**3102.8.1 Materials:** All roof *signs* shall be constructed entirely of metal or other approved noncombustible material except as provided for in Section 3102.6.4. Provisions shall be made for electric grounding of all metallic parts. Where combustible materials are permitted in letters or other ornamental features, all wiring and tubing shall be kept free and insulated therefrom.

**3102.8.2 Bottom clearance:** There shall be a clear space of not less than 6 feet (1829 mm) between the lowest part of the *sign* and the roof level, except for necessary structural supports.

**3102.8.3 Closed signs:** A closed roof *sign* shall not be erected to a height greater than 50 feet (15240 mm) above the roof of buildings of Types 1 and 2 construction, nor more than 35 feet (10668 mm) above the roof of buildings of Types 3, 4 and 5 construction.

**3102.8.4 Open signs:** An open roof *sign* shall not exceed a height of 100 feet (30480 mm) above the roof of buildings of Types 1 and 2 construction; and not more than 60 feet (18288 mm) above the roof of buildings of Types 3, 4 and 5 construction.

**3102.9 Wall signs:** Wall *signs* shall comply with Sections 3102.9.1 and 3102.9.2.

**3102.9.1 Materials:** Wall *signs* which have an area exceeding 40 square feet (3.72 m<sup>2</sup>) shall be constructed of metal or other approved noncombustible material, except for nailing rails and as provided for in Section 3102.6.4.

**3102.9.2 Extension:** Wall *signs* shall not be erected to extend above the top of the wall, nor to extend beyond the ends of the wall to which the *signs* are attached unless such *signs* conform to all of the requirements for roof *signs*, projecting *signs* or ground *signs*.

**3102.10 Projecting signs:** Projecting *signs* shall comply with Sections 3102.10.1 through 3102.10.4.

**3102.10.1 Materials:** Projecting *signs* shall be constructed entirely of metal or other approved noncombustible material except as provided for in Section 3102.6.4.

**3102.10.2 Maximum projection:** A projecting *sign* shall not extend beyond a vertical plane that is 2 feet (610 mm) inside the curb line.

**3102.10.3 Clearance:** A vertical clearance of not less than 8 feet (2438 mm) shall be provided below all parts of projecting *signs*.

**3102.10.4 Additional loads:** Projecting *sign* structures which will be used to support an individual on a ladder or other servicing device — whether or not specifically designed for the servicing device — shall be capable of supporting the anticipated additional *load*, but not less than a 100-pound (445 N) concentrated horizontal *load* and a 300-pound (1334 N) concentrated vertical *load* applied at the point of assumed or most eccentric *loading*. The building component to which the

projecting *sign* is attached shall also be designed to support the additional *loads*.

**3102.11 Marquee signs:** Marquee *signs* shall comply with Sections 3102.11.1 through 3102.11.3.

**3102.11.1 Materials:** Marquee *signs* shall be constructed entirely of metal or other approved noncombustible material except as provided for in Section 3102.6.4.

**3102.11.2 Attachment:** Marquee *signs* shall be attached to approved marquees that are constructed in accordance with Section 3203.11.

**3102.11.3 Dimensions:** Marquee *signs* shall not project beyond the perimeter of the marquee.

**3102.12 Temporary signs:** Temporary *signs* shall comply with Sections 3102.12.1 through 3102.12.4.

**3102.12.1 Banner and cloth signs:** Temporary *signs* and banners which are attached to or suspended from a building, and which are constructed of cloth or other combustible material, shall be constructed in an approved manner and shall be securely supported. Such *signs* and banners shall be removed as soon as torn or damaged, and not later than 60 days after erection. Permits for temporary *signs* that are suspended from or attached to a canopy or marquee shall be limited to a period of ten days.

**3102.12.2 Maximum size:** Temporary *signs* of combustible construction shall not be more than 10 feet (3048 mm) in one dimension nor more than 500 square feet (46.5 m<sup>2</sup>) in area.

**3102.12.3 Supports:** Where more than 100 square feet (9.3 m<sup>2</sup>) in area, temporary *signs* and banners shall be constructed and fastened to supports that are capable of withstanding the design *loads* listed in Section 1608.0.

**3102.12.4 Special permits:** Temporary *signs* used for holidays, public demonstrations or promotions of civic welfare or charitable purposes, which extend across streets or other public spaces shall be subject to special approval of the authority having jurisdiction.

**3102.13 Illuminated signs:** Illuminated *signs* shall comply with Sections 3102.13.1 through 3102.13.3.

**3102.13.1 Certificates:** All electrically illuminated *signs* shall be certified as to electric wiring and devices by the agency having jurisdiction, and all wiring and accessory electrical equipment shall conform to the requirements of NFPA 70 listed in Chapter 35.

**3102.13.2 Additional permits:** Electrical permits shall be issued for the erection or maintenance of illuminated *signs*.

**3102.13.3 Relettering signs:** The requirements of this section shall not apply to the relettering of illuminated *signs*, except where such relettering requires a change of wiring or piping of the *sign*.

**3102.14 Portable signs:** Portable *signs* shall conform to all requirements for ground, roof, projecting, flat and temporary *signs* where such *signs* are used in a similar capacity. The requirements of this section shall not be construed to require portable *signs* to have connections to surfaces, tie-downs or

Zoning Division  
Marge Schmuckal  
Zoning Administrator



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

## CITY OF PORTLAND

August 24, 2001

Ed Gardner  
377 Brighton Avenue  
Portland, ME 04102

Thomas F. Conneen  
797 Princes Pt. Rd.  
Yarmouth, ME 04096

RE: 101 Danforth Street – 044-F-003 – R-6 Zone

Dear Mr. Gardner,

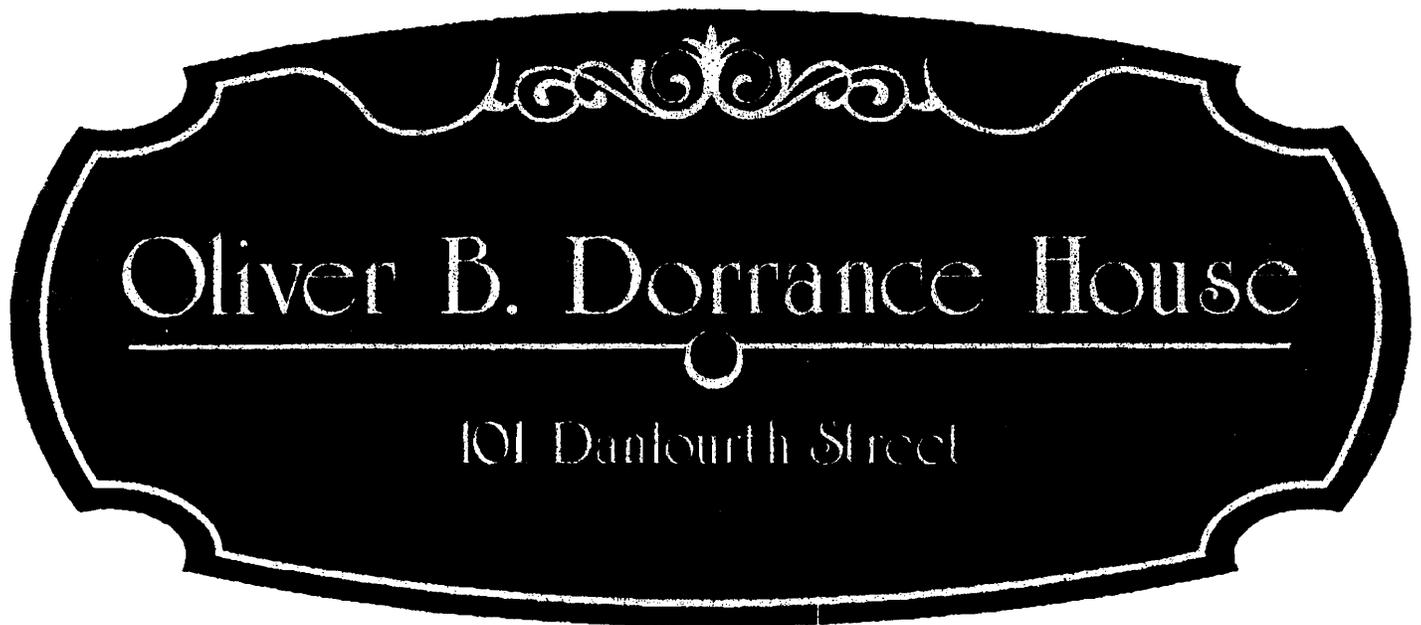
I am in receipt of your application for a sign permit at 101 Danforth Street. This permit application is being denied. Under the sign ordinance, residential zones have very limited rights to allow signage. The zoning ordinance does not grant me authority to issue this sign permit. The sign ordinance does allow the Planning Authority to review this application under the site plan standards of special merit and unique circumstances. This application was reviewed by Deb Andrews in the Planning Division for this purpose. She could find no special merit or unique circumstances under which to approve this permit. Therefore your permit is being denied.

You do have 10 days from the date of this letter in which to appeal this decision. If you wish to appeal please contact this office for the appropriate paperwork that you would need in which to appeal.

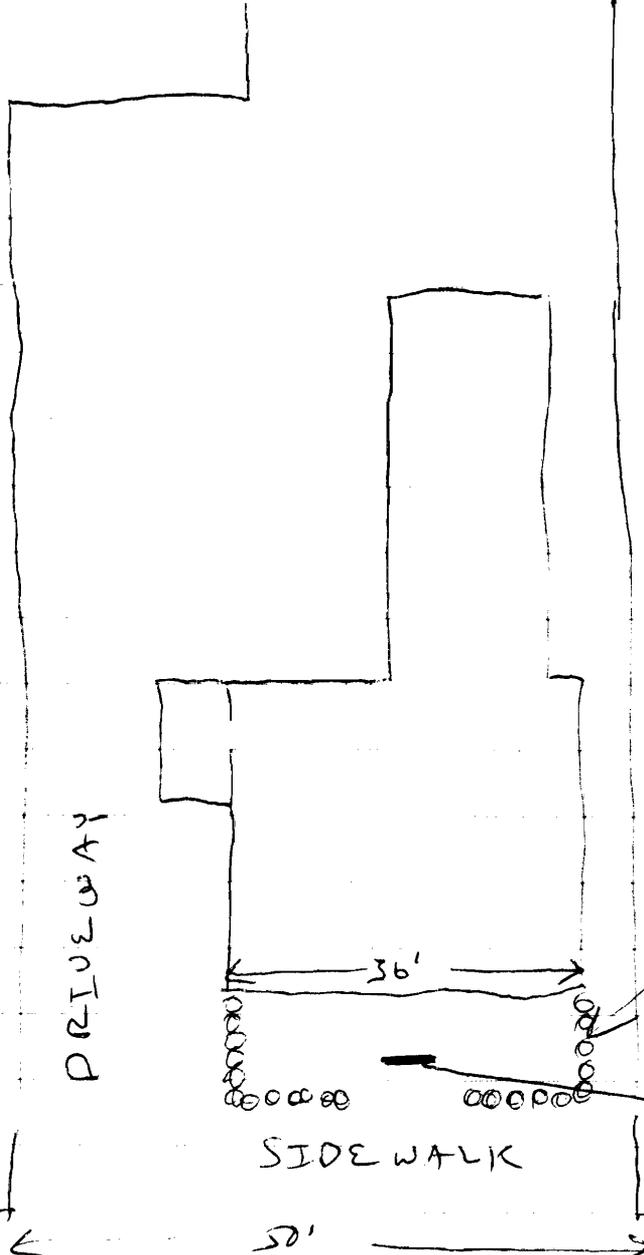
Very truly yours,

Marge Schmuckal  
Zoning Administrator

Cc:  Deb Andrews, Planning Division  
File



**3/4" MDO PAINTED FOREST GREEN  
TEXT AND PINSTRIPE IN MET. GOLD**



PRIVUEWAY

36'

SIDEWALK

50'

DANforth STREET

Hedges

Sign to be approx. 5' from sidewalk centered to building

# ACORD™ CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YY)  
08/10/2001

PRODUCER (207)774-6257 FAX (207)774-2994  
Clark Associates  
2331 Congress Street  
P O Box 3543  
Portland, ME 04104

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.

### COMPANIES AFFORDING COVERAGE

COMPANY A Acadia Insurance Company  
COMPANY B  
COMPANY C  
COMPANY D

Attn Robin Carlson Ext 234

INSURED 99-101 Danforth Street Associates  
377 Brighton Avenue  
Portland, ME 04102

### COVERAGES

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.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	COVERED PROPERTY	LIMITS
A	X PROPERTY	BOA0068781-10	06/29/2001	06/29/2002	X BUILDING	\$ 850,000
	CAUSES OF LOSS				PERSONAL PROPERTY	\$
	BASIC				X BUSINESS INCOME	\$ Act. Loss
	BROAD				EXTRA EXPENSE	\$
	X SPECIAL				BLANKET BUILDING	\$
	EARTHQUAKE				BLANKET PERS PROP	\$
	FLOOD				BLANKET BLDG & PP	\$
		X Deductible	\$ 500			
	INLAND MARINE				\$	
	TYPE OF POLICY				\$	
	CAUSES OF LOSS				\$	
	NAMED PERILS				\$	
	OTHER				\$	
	CRIME				\$	
	TYPE OF POLICY				\$	
	BOILER & MACHINERY				\$	
					\$	
A	X OTHER	TBD	06/29/2001	06/29/2002	Each Occurrence	1,000,000
	General Liability				Gen. Aggregate	2,000,000

COPY

LOCATION OF PREMISES/DESCRIPTION OF PROPERTY  
00001/ 101 Danforth Street Portland, ME 04101

SPECIAL CONDITIONS/OTHER COVERAGES  
RE: Lukas Filler, Unit #7

### CERTIFICATE HOLDER

Wells Fargo Home Mortgage, Inc.  
ISAOA  
P.O. Box 6502  
Springfield, OH 45501-6502

### CANCELLATION

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

Christine Clark Williams/RSC

*Christine Clark Williams*

DUPLICATE

GENERAL RECEIPT

CITY OF PORTLAND, MAINE

DEPARTMENT Insp. DATE 8/21/01

RECEIVED FROM 99-121 Danforth St

ADDRESS 101 Danforth St

Table with 4 columns: UNIT, ITEM, REVENUE CODE, DOLLAR AMOUNT. Row 1: 1, Permit App, 30.60. Row 2: Squeeze. Row 3: CRCP. Row 4: 044-F-002.

CASH [ ] CHECK [x] OTHER [ ] TOTAL 30.60

RECEIVED BY [Signature]