

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



**This is to certify that**

638 CONGRESS STREET PARTNERS LLC

**Located at**

638 CONGRESS ST (650)

**PERMIT ID:** 2014-00424

**ISSUE DATE:** 03/14/2014

**CBL:** 045 A003001

has permission to **install 18.5" x 30" hanging sign for She Bear Gallery, Unit 6 (650 Congress)** 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 cloed-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 procured prior to occupancy.

N/A

/s/ Tammy Munson

**Fire Official**

**Building Official**

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

***Approved Property Use - Zoning***

101 residential dwelling units with retail restaurant & personal services on first floor along Congress Street

***Building Inspections***

***Fire Department***

BUILDING PERMIT INSPECTION PROCEDURES  
Please call 874-8703 (ONLY)  
or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

**Check the Status or Schedule an Inspection On-Line at  
<http://www.portlandmaine.gov/planning/permitstatus.asp>**

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.**
- **Per Section 107.3.1 of the Maine Uniform Building and Energy Code (MUBEC). One set of printed approved stamped construction documents shall be kept at the site of work and shall be open to inspection by building officials.**

## **REQUIRED INSPECTIONS:**

Final Inspection

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.

<b>City of Portland, Maine - Building or Use Permit</b>		<b>Permit No:</b> 2014-00424	<b>Date Applied For:</b> 03/04/2014	<b>CBL:</b> 045 A003001
389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716				
<b>Proposed Use:</b> #650 (unit 6) - retail -Art Gallery		<b>Proposed Project Description:</b> install 18.5" x 30" hanging sign for She Bear Gallery, Unit 6 (650 Congress)		
<b>Dept:</b> Historic	<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Robert Wiener	<b>Approval Date:</b> 03/06/2014	
<b>Note:</b> Uploaded additional drawing of proposed sign, 3/6/14.			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>	
<b>Conditions:</b>				
1) No lighting is included in this permit.				
2) New sign bracket is to be installed in the same location as the old bracket. Any holes in the building that are not re-used or covered are to be filled and painted to be invisible.				
<b>Dept:</b> Zoning	<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 03/13/2014	
<b>Note:</b> B-3 ground floor tenant 15.5 x 2 = 31 sf max. - 3.9 sf proposed - OK			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>	
<b>Conditions:</b>				
1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.				
<b>Dept:</b> Building	<b>Status:</b> Approved w/Conditions	<b>Reviewer:</b> Tammy Munson	<b>Approval Date:</b> 03/05/2014	
<b>Note:</b>			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>	
<b>Conditions:</b>				
1) Signage and Awning Installation to comply with Chapters 16 (Structural Loads), 31 (Materials) & 32 (ROW Height & Encroachments) of the IBC 2009 building code.				
2) Encroachments into public ways must be a minimum of 8' above grade for signs and 7' for awnings per section 3202 of IBC 2009.				
3) The sidewalk sandwich sign shall not infringe on the City Right of Way				
4) Separate Permits shall be required for any new signage.				