

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

## BUILDING INSPECTION

# PERMIT

PERMIT ISSUED

Permit Number: 070229

MAR 20 2007

CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

This is to certify that STONE COAST PROPERTIES LLC /Yarmouth Signs

has permission to Install a 10 sf sign attached to bldg.

AT 603 CONGRESS ST

CBL 046 D031001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

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

Notification of inspection must be given and written permission procured before this building or part thereof is entered or otherwise closed-in. 24 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

*Thomas H. Mackley* 3/19/07  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

*Scanned*



**CITY OF PORTLAND, MAINE**  
**Department of Building Inspections**

\_\_\_\_\_ 20\_\_

Received from \_\_\_\_\_

Location of Work \_\_\_\_\_

Cost of Construction \$ \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_

Building (IL)  Plumbing (I5)  Electrical (I2)  Site Plan (U2)

Other \_\_\_\_\_

CBL: \_\_\_\_\_

Check #: \_\_\_\_\_

**Total Collected \$** \_\_\_\_\_

# THIS IS NOT A PERMIT

No work is to be started until PERMIT CARD is actually posted upon the premises. Acceptance of fee is no guarantee that permit will be granted. PRESERVE THIS RECEIPT. In case permit cannot be granted the amount of the fee will be refunded upon return of the receipt less \$10.00 or 10% whichever is greater.

WHITE - Applicant's Copy  
YELLOW - Office Copy  
PINK - Permit Copy

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

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

Permit No: 07-0229	Issue Date:	CBL: 046 D031001
-----------------------	-------------	---------------------

Location of Construction: 603 CONGRESS ST	Owner Name: STONE COAST PROPERTIES LL	Owner Address: PO BOX 4152	Phone:
Business Name:	Contractor Name: Yarmouth Signs	Contractor Address: P.O. Box 346 Yarmouth	Phone 2078460473
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B3

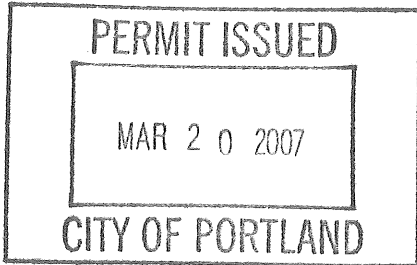
Past Use: Commercial / Artisan Gallery  615A Congress St.	Proposed Use: Commercial / Artisan Gallery install install a 10 sf sign attached to bldg. - "Nine Hands Gallery"	Permit Fee: \$50.00	Cost of Work: \$50.00	CEO District: 2
Proposed Project Description: Install a 10 sf sign attached to bldg. - Nine Hands Gallery		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>Commercial</i> Type: <i>SB</i>  <i>JBC 2003</i>  Signature: <i>Jan 3/19/07</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: dmartin	Date Applied For: 03/06/2007	<b>Zoning Approval</b>
-----------------------------	---------------------------------	------------------------

- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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 type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> Date: <i>OK 3/7/07 ABU</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> <i>yes - landmark</i> <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 checked="" type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied  Date: <i>3/8/07</i> <i>D. Andraw</i>
--	---	---



**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

# BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

A Pre-construction Meeting will take place upon receipt of your building permit.

- \_\_\_\_\_ Footing/Building Location Inspection: Prior to pouring concrete
- \_\_\_\_\_ Re-Bar Schedule Inspection: Prior to pouring concrete
- \_\_\_\_\_ Foundation Inspection: Prior to placing ANY backfill
- \_\_\_\_\_ Framing/Rough Plumbing/Electrical: Prior to any insulating or drywalling
- Final/Certificate of Occupancy: Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects **DO** require a final inspection

If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

**CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED**

[Signature] \_\_\_\_\_ 3-20-07 \_\_\_\_\_  
Signature of Applicant/Designee Date  
[Signature] \_\_\_\_\_ 3-20-07 \_\_\_\_\_  
Signature of Inspections Official Date

CBL: 46 D 031 Building Permit #: 07-0229

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

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

<b>Permit No:</b> 07-0229	<b>Date Applied For:</b> 03/02/2007	<b>CBL:</b> 046 D031001
------------------------------	--	----------------------------

<b>Location of Construction:</b> 603 CONGRESS ST	<b>Owner Name:</b> STONE COAST PROPERTIES LL	<b>Owner Address:</b> PO BOX 4152	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Yarmouth Signs	<b>Contractor Address:</b> P.O. Box 346 Yarmouth	<b>Phone</b> (207) 846-0473
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Signs - Permanent	

<b>Proposed Use:</b> Commercial / Artisan Gallery - install a 10 sf sign attached to bldg. at 615A Congress St. - "Nine Hands Gallery"	<b>Proposed Project Description:</b> Install a 10 sf sign attached to bldg. - Nine Hands Gallery
---	---

**Dept:** Historic      **Status:** Approved with Conditions      **Reviewer:** Deborah Andrews      **Approval Date:** 03/08/2007  
**Note:**      **Ok to Issue:**

- 1) \* Proposed sign panel to extend full width and height of storefront fascia.

**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Ann Machado      **Approval Date:** 03/07/2007  
**Note:**      **Ok to Issue:**

- 1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Tom Markley      **Approval Date:** 03/19/2007  
**Note:**      **Ok to Issue:**

- 1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.  
2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.



# Signage/Awning Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>615 Congress St. (615A Congress St)</u>		
Tax Assessor's Chart, Block & Lot Chart# <u>0416</u>	Block# <u>(31-38)</u> Lot# <u>D-031 - 001</u>	Owner: <u>StoneCoast Properties, LLC</u>
Lessee/Buyer's Name (If Applicable) <u>Nine Hands Gallery</u>		Telephone: <u>772-1540</u>
Contractor name, address & telephone: <u>Chris Dot</u> <u>Yarmouth Signs 27 Lafayette</u> <u>616-0473 Yarmouth</u>		Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total <u>10 s.f. \$20 \$30</u> Fee: \$ <u>50.</u> Awning Fee= cost of work <u>0</u> Total Fee: \$ _____
Who should we contact when the permit is ready: <u>Elizabeth Prior</u> phone: <u>799-3737</u>		
Tenant/allocated building space frontage (feet): Length: <u>13'</u> Height: <u>10"</u> Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot <u>multi</u>		
Current Specific use: <u>Gallery was <del>Artist</del> Anaisa Gallery</u> If vacant, what was prior use: <u>gallery</u> Proposed Use: <u>gallery</u>		
Information on proposed sign(s): Freestanding (e.g., pole) sign? Yes _____ No <u>X</u> Dimensions proposed: _____ Height from grade: _____ Bldg. wall sign? (attached to bldg) Yes <u>X</u> No _____ Dimensions proposed: <u>12" x 115"</u> <u>1380" = 9.5 ft</u>		
Proposed awning? Yes _____ No <u>X</u> 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.		

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: Elizabeth Prior DEPT. OF BUILDING INSPECTION CITY OF PORTLAND, ME Date: 1.19.07

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

B3 - multi tenant.  
2 x 13' = 26 ft proposed 10 ft

MAR - 2 2007  
RECEIVED

615 A Congress.  
Nine Hands Gallery

<b>ACORD™ CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 3/14/2007												
PRODUCER (207) 774-6257 FAX: (207) 774-2994 <b>Clark Associates</b> 2385 Congress Street P O Box 3543 <b>Portland ME 04104</b>		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.												
INSURED <b>9 HANDS GALLERY</b> <b>C/O THOMAS J McDERMOTT</b> <b>66 DESERT RD</b> <b>FREEPORT ME 04032-6224</b>		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>INSURERS AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: <b>MMG Insurance Company</b></td> <td><b>15997</b></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: <b>MMG Insurance Company</b>	<b>15997</b>	INSURER B:		INSURER C:		INSURER D:		INSURER E:	
INSURERS AFFORDING COVERAGE	NAIC #													
INSURER A: <b>MMG Insurance Company</b>	<b>15997</b>													
INSURER B:														
INSURER C:														
INSURER D:														
INSURER E:														

**COVERAGES**  
 THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	X	<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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	BP 0427656	12/15/2006	12/15/2007	EACH OCCURRENCE \$ 1,000,000								
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 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												
		<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				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 EA ACC AGG \$								
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>WE STATUTORY LIMITS</td> <td>OTHER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WE STATUTORY LIMITS	OTHER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WE STATUTORY LIMITS	OTHER													
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  
 Certificate holder is named as additional insured with regards to the general liability.

<b>CERTIFICATE HOLDER</b>  City of Portland 389 Congress St Portland, ME 04101	<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.  AUTHORIZED REPRESENTATIVE Johanna Kerry/BLAO <i>Johanna C. Kerry</i>
--	--



## Signage/Awning Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

- on file w/ StoneCoast Properties - nothing hanging*
- Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way.
  - Letter of permission from the owner indicating the permissions granted and the tenant/space building frontage.
  - A sketch plan of lot indicating location of buildings, driveways and any abutting streets or rights of way, lengths of building frontages, street frontages and all existing setbacks. Please indicate on the plan all existing and proposed signs with their dimensions and specific locations. Be sure to include distance from the ground and building façade dimensions for any signage attached to the building.
  - A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
  - Certificate of flammability required for awning or canopy.
  - A UL# is required for lighted signs at the time of final inspection. *- NO lights*
  - Pre-application questionnaire completed and attached.
  - Photos of existing signage *- None*
  - Details for sign fastening, attachment or mounting in the ground. *-> screws + adhesive*

Permit fee for signage or awning-with-signage: \$30.00 plus \$2.00 per square foot of sign. *\$50.*

Permit fee for awning-without-signage is based on cost of work:  
\$30.00 for the first \$1,000.00, \$10.00 per additional \$1,000.00 of cost.

Base application fee for any Historic District signage is \$65.00.



# 9 HANDS GALLERY

# NINE HANDS GALLERY

## 9 HANDS GALLERY

T.J. MCDERMOTT FINE WOODCARVING ONE-OF-A-KIND TJMCDERMOTT.COM 207.865.1800

CHRIS BECKSVOORT FURNITUREMAKER CHBECKSVOORT.COM 207.925.4688

OPEN FRIDAYS 12:00-8:00  
OR  
CALL FOR APPOINTMENT

## NINE HANDS GALLERY

T.J. MCDERMOTT FINE WOODCARVING ONE-OF-A-KIND TJMCDERMOTT.COM 207.865.1800

CHRIS BECKSVOORT FURNITUREMAKER CHBECKSVOORT.COM 207.925.4688

OPEN FRIDAYS 12:00-8:00  
OR  
CALL FOR APPOINTMENT

to be mounted  
above door  
of window

b15A  
Caryn's Art.

Window  
↳



PO BOX 346  
Yarmouth, Me. 04096  
207.846.0473  
Copyright 2006

DATE:

CUSTOMER:

APPROVED:

DRAWING #

1.

Nine Harts Gallery  
605 A Congress St.



# *Stone Coast Properties, LLC*

January 31, 2007

Nine Hands Gallery  
615A Congress Street  
Portland, Maine 04101

RE: Signage and awning

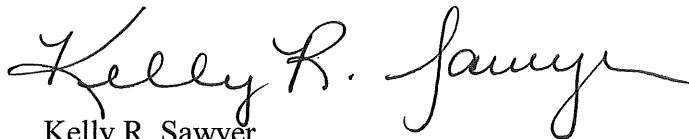
To Whom it may Concern,

This letter is to confirm that Nine Hands Gallery, Stone Coast Properties tenant at 615A Congress Street, has the building owner's permission to attach signage to the building over their storefront after the Stone Coast management office has received dimension/attachment plans from the tenant. Any signage must adhere to all state and local ordinances, laws and rules.

Any awnings must match the existing awnings currently over the Aucocisco Gallery to maintain a uniform appearance along the street. Awnings, like the signage must follow all guidelines state and locally. The Landlord must have a copy of the proposed awning plan on file for approval before it can be put up. Any awnings attached to the building become a permanent fixture and would stay when the tenant moves out.

Please do not hesitate to contact our office directly with any questions at 772-1540.

Sincerely,



Kelly R. Sawyer  
Property Manager  
Stone Coast Properties, LLC

**142 High Street, Suite 320 Portland, Maine 04101**  
**(207)772-1540 FAX(207)347-7382**