

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK
CITY OF PORTLAND

Application And Notes, If Any, Attached

BUILDING INSPECTION PERMIT

PERMIT ISSUED
Permit Number: 051066005
NOV 29 2005
CITY OF PORTLAND

This is to certify that Stone Coast Properties LLC
has permission to Erect 1'.5" x 2' Double sided walk board due to work sign.
AT 603 Congress St L. 046 D031001

provided that the person or persons firm or person 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 when permission procured before this building or part thereof is laid or closed-in. 4 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

Dean Bank 11/21/05
Director - Building & Inspection Services

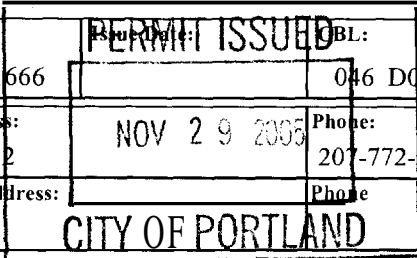
PENALTY FOR REMOVING THIS CARD

City of Portland, Maine - Building or Use Permit Application

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

| | | | |
|------------|---------|-----|-------------|
| Permit No: | 05-1666 | BL: | 046 DC31001 |
|------------|---------|-----|-------------|

| | | | |
|--|---|-----------------------------------|------------------------|
| Location of Construction: 603 Congress St | Owner Name: Stone Coast Properties Llc | Owner Address: Po Box 4152 | Phone: 207-772-1540 |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name | Phone: | Permit Type: Signs - Side Walk | Zone: B-3 |



| | | | | |
|---|--|--|--|--------------------|
| Past Use: Commercial | Proposed Use: Office / Erect 1'.5" x 2' Double sided chalk board, side walk sign. | Permit Fee: \$42.00 | Cost of Work: \$0.00 | CEO District: 2 |
| <p><i>for The Healing PATH business</i></p> | | FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied | INSPECTION: Use Group: B Type: Sign | |
| Proposed Project Description: Erect 1'.5" x 2' Double sided chalk board, side walk sign. | | Signature | Signature: <i>[Signature]</i> 11/21/05 | |
| | | 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: 11/14/2005 | Zoning Approval | |
|------------------------|---------------------------------|------------------------|--|

| Special Zone or Reviews | Zoning Appeal | Historic Preservation |
|--|---|---|
| <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"/> | <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied | <input type="checkbox"/> Not in District or Landmark <input checked="" 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: <i>9 11/16/05</i> | Date: | Date: <i>[Signature]</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 |

City of Portland, Maine - Building or Use Permit

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

| | | |
|------------------------------|--|----------------------------|
| Permit No: 05-1666 | Date Applied For: 11/14/2005 | CBL: 046 D031001 |
|------------------------------|--|----------------------------|

| | | | |
|---|--|--|-------------------------------|
| Location of Construction: 603 Congress St | Owner Name: Stone Coast Properties Llc | Owner Address: Po Box 4152 | Phone: 207-772-1540 |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name | Phone: | Permit Type: Signs - Side Walk | |

| | |
|---|--|
| Proposed Use: Office / Erect 1'.5" x 2' Double sided chalk board, side walk sign. | Proposed Project Description: Erect 1'.5" x 2' Double sided chalk board, side walk sign. |
|---|--|

Dept: Zoning **Status:** Approved **Reviewer:** Marge Schmuckal **Approval Date:** 11/16/2005
Note: no zoning issues on a sidewalk sign **Ok to Issue:**

Dept: Building **Status:** Approved with Conditions **Reviewer:** Jeanine Bourke **Approval Date:** 11/21/2005
Note:
1) The sidewalk sandwich sign shall not infringe on the City Right of Way



05 1666 Signage/Awning Permit Application

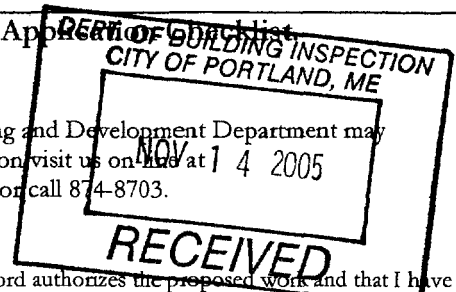
store frontage
300 ft

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>15 Congress St.</u> | | |
| Total Square Footage of Proposed Structure <u>60 sq ft</u> | | Square Footage of Lot <u>9ft 8ft</u> (72 sq ft.) <u>entrance to building</u> |
| Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>046 D 031</u> | Owner: <u>Statecast Prop.</u> | Telephone: <u>774-540</u> |
| Lessee/Buyer's Name (If Applicable) <u>The Healing Path - Shannen Wagner</u> | Applicant name, address & telephone: <u>Shannen Wagner 42 High St. Suite 313 Portland 837-4878</u> | Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total Fee: \$ <u>77</u> Awning Fee= cost of work Total Fee: \$ <u>4200</u> |
| Current Specific use: <u>Multi Use / State Theater</u> | | |
| If vacant, what was prior use: _____ | | |
| How long has it been vacant? _____ | | |
| Proposed Use: _____ | | |
| Project Description: <u>I am on the third floor and want to advertise myself and workshops + promotions with a finished chalkboard sign. A framed sign 1 1/2 x 2</u> | | |
| Contractor's name, address & telephone: _____ | | |
| Who should we contact when the permit is ready: <u>Shannen Wagner</u> | | |
| Mailing address: _____ Phone: <u>837-4878</u> | | |

Please submit all of the information outlined in the Sign/Awning Application. Failure to do so will 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 online at 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: <u>S. Wagner</u> | Date: <u>11/10/05</u> |
|--|-----------------------|

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



Signage/Awning Pre-Application Questionnaire

Please complete all of the following information.

Address: 1015 Congress St. Suite 313 Zone: _____
CBL: _____

Single Tenant Lot? Yes _____ No Multi Tenant Lot? Yes No _____

Tenant/allocated building space frontage (feet): Length: 9 Height 11

Information on proposed sign(s):

Freestanding (e.g., pole) sign? Yes No _____ Dimensions proposed 1 1/2 ft x 2 ft high
Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions proposed _____

Information on already existing and permitted sign(s):

Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions proposed _____
Bldg. wall sign? (attached to bldg) Yes _____ No _____ Dimensions proposed _____
Awning? Yes _____ No _____ Dimensions: _____
Lot frontage (feet): _____

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.

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 are also required.

Signature of applicant: S. Wogge

Date: 11/11/05

-For office use only-



Sidewalk Signs

Design, Location and 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 is 24 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flows. Maximum height is 40 inches to top of sign in place. Minimum height is 30 inches to top of sign in place.

Multiple Listings: Maximum width is 30 inches or such lesser width sufficient to retain 4 ½ feet of unobstructed sidewalk width perpendicular to major flows. Maximum height is 40 inches to top of sign in place. Minimum height is 30 inches to top of sign in place.

Location

Minimum distance between signs is 20 feet. Maximum distance of sign from public entrance of advertiser is 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 Certificate of Liability listing the City as additional insured in the amount of \$400,000.00.

Enforcement

If the sign does not conform to the standards outlined, the permit may be revoked and once the owner has been notified, the sign could be removed.

To apply for a sign permit, stop by the Inspections Division, Portland City Hall, 389 Congress Street, room 315 with:

- Certificate of liability insurance
- Drawing of sign showing dimensions and design work
- Payment of fees: \$30.00 plus \$2.00 per s.f. of signage
- Complete application with pre-application questionnaire and checklist complete

me - I am on floor in 313.

total store frontage 360 ft.

615 longness enhance to building

Front Doors

8ft

existing sign

615 awning



Side walk

13ft



1 1/2 x 2 ft high total
finished chalkboard
wood frame - wood sign

* There are no other signs in the section

street

8ft high

1 1/2 ft wide

© Reiki Today
 Relax • Re-energize • Renew!
 20 min \$20 only
 Walk-ins welcome
 call 887-4878
 The Healing Path
 615 Longness Suite 313

60 sq ft total

* Only the business sign is on the floor so I want people to know where I am located and what I do

Stone Coast Properties, LLC

November 14,2005

TO: City of Portland

FROM: Stone Coast Properties, LLC

RE: Sandwich Board placement outside 615 Congress Street

Dear Sir or Madam,

Permission has been granted to our tenant, Shannen Wagner d/b/a The Healing Path, to place a sandwich board advertising her location and business in front of the entrance to our building at 615 Congress Street.

Ms Wagner's permission is based on her following all city/state rules guidelines/permits for this sandwich board.

Stone Coast Properties, LLC accepts no responsibility for any damage/loss/theft/injury from the placement of this board and the tenant understands she places it at our entrance at her own risk.

If you have any questions do not hesitate to contact me directly at772-1540.

Sincerely,

Kelly R. Sawyer
Property Manager
Stone Coast Properties, LLC

742 High Street, Suite 320 Portland, Maine 04707
(207)772-7540 FAX(207)347-7382

CERTIFICATE OF INSURANCE

The company indicated below certifies that the insurance afforded by the policy or policies numbered and described below is in force as of the effective date of this certificate This Certificate of Insurance does not amend, extend, or otherwise alter the Terms and Conditions of Insurance coverage contained in any policy numbered and described below

CERTIFICATE HOLDER:
 CITY OF PORTLAND
 AS ADD'L INSURED
 CONGRESS STREET
 PORTLAND, ME 04101

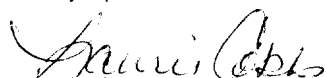
INSURED:
 SHANNON WAGNER
 142 HIGH ST SIE 313
 PORTLAND, ME 04101-2840

| TYPE OF INSURANCE | POLICY NUMBER & ISSUING CO. | POLICY EFF. DATE | POLICY EXP. DATE | LIMITS OF LIABILITY (*LIMITS AT INCEPTION) |
|---|--------------------------------------|------------------|------------------|---|
| LIABILITY | 51-B0-114941-3001 | 09-01-05 | 09-01-06 | |
| <input checked="" type="checkbox"/> Liability and Medical Expense Personal and Advertising Injury | NATIONWIDE MUTUAL FIRE INSURANCE CO. | | | Any One Occurrence \$ 1,000,000 Included in Above - Any One Person or Organization |
| <input checked="" type="checkbox"/> Medical Expenses | | | | ANY ONE PERSON \$ 5,000 |
| <input checked="" type="checkbox"/> Fire Legal Liability | | | | Any One Fire or Explosion \$ 100,000 |
| | | | | General Aggregate* \$ 2,000,000 |
| | | | | Prod/Comp Ops Aggregate* . \$ 1,000,000 |
| <input type="checkbox"/> Other Liability | | | | |
| AUTOMOBILE LIABILITY | | | | |
| <input type="checkbox"/> BUSINESS AUTO | | | | Bodily Injury (Each Person) \$ |
| <input type="checkbox"/> 1 Owned | | | | (Each Accident) \$ |
| <input type="checkbox"/> Hired | | | | Property Damage |
| <input type="checkbox"/> 1 Non-Owned | | | | (Each Accident) \$ |
| | | | | Combined Single Limit \$ |
| EXCESS LIABILITY | | | | |
| <input type="checkbox"/> Umbrella Form | | | | Each Occurrence \$ |
| | | | | Prod/Comp Ops/Disease Aggregate* \$ |
| STATUTORY LIMITS | | | | |
| <input type="checkbox"/> 1 Workers' Compensation and | | | | BODILY INJURY/ACCIDENT ... \$ |
| | | | | Bodily Injury by Disease EACH EMPLOYEE \$ |
| <input type="checkbox"/> 1 Employers' Liability | | | | Bodily Injury by Disease POLICY LIMIT \$ |

Should any of the above described policies be cancelled before the expiration date, the insurance company will endeavor to mail 30 days written notice to the above named certificate holder, but failure to mail such notice shall impose no obligation or liability upon the company, its agents, or representatives

DESCRIPTION OF OPERATIONS/LOCATIONS
 VEHICLES/RESTRICTIONS/SPECIAL ITEMS

Effective Date of Certificate 09-01-2005
 Date Certificate Issued: 11-11-2005


 Authorized Representative
 Countersigned at:

PHILIP M O'HEARN
 NATIONWIDE INSURANCE
 1087 FOREST AVE PTLD ME



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.

- 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.
- Pre-application questionnaire completed and attached.
- Photos of existing signage
- A complete set of plans that include structural details, size and dimensions and a cross section showing the slope and depth ratios, or for above ground pool, design specifications. Often **this** information can be obtained from the manufacturer.

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

**Permit fee for awning-without-signage is based on cost of work:
\$30.00 for the first \$1,000.00, \$9.00 per additional \$1,000.00 of cost.**

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