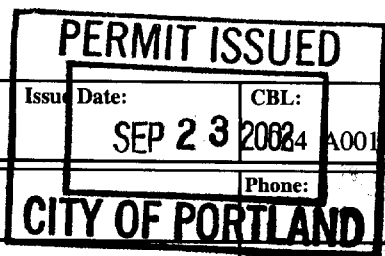


**City of Portland, Maine - Building or Use Permit Application**

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

Permit No: 02-1033	Issue Date: <b>SEP 23 2002</b>	CBL: A001001
-----------------------	-----------------------------------	-----------------



Location of Construction: 966 Congress St	Owner Name: Union Station Lmt Partnership	Owner Address: 12 Brook St	Phone:
Business Name:	Contractor Name: Burr Signs	Contractor Address: 10 Buttonwood St. So. Portland	Phone: 2077991183
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B-2

Past Use: H & R Block Accountants	Proposed Use: H & R Block Accountants	Permit Fee: \$76.80	Cost of Work: \$76.80	CEO District: 3
		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: Type: B BOLA 1999 Signature: JMA 9/23/02	

Proposed Project Description:  
Erect New Signage 3' x 15' 7 3/8"

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action:  Approved  Approved w/Conditions  Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Taken By: gad	Date Applied For: 09/13/2002	<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 information may invalidate a building permit and stop all work..</p>	<p><b>Special Zone or Reviews</b></p> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MIM <input type="checkbox"/></p> <p>Date: <u>09/17/02</u></p>	<p><b>Zoning Appeal</b></p> <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 <p>Date: _____</p>	<p><b>Historic Preservation</b></p> <input checked="" type="checkbox"/> Not in District 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 <p>Date: _____</p>
---	---	--	---

**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 \_\_\_\_\_

02-1033

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: 252 ST. JOHN ST. / 966 CONGRESS ST.

Total Square Footage of Proposed Structure <u>46.8</u>	Square Footage of Lot
--	-----------------------

Tax Assessor's Chart, Block & Lot Number Chart# <u>064</u> Block# <u>A</u> Lot# <u>001</u>	Owner: <u>UNION STATION LP</u> <u>12 BROOK ST</u> <u>WELLESLEY, MA 02189</u>	Telephone #:
---	--	--------------

Lessee/Buyer's Name (If Applicable) <u>H&amp;R BLOCK</u>	Owner's/Purchaser/Lessee Address: <u>252 ST. JOHN ST.</u> <u>PORTLAND, ME 04102</u>	Total s.f of signs <u>46.8</u> x <u>\$1.00 \$46.80</u> , plus \$30.00 <u>TOTAL \$ 76.80</u>
---	---	--

Current use: OFFICE Proposed use: OFFICE

Project description: REMOVE EXISTING CHANNEL LETTER SIGN & REPLACE WITH NEW.

Applicants Name, Address & Telephone: <u>BURR SIGNS</u> <u>10 BUTTERNWOOD ST.</u> <u>SO. PORTLAND, ME 04106</u>
Contractor's Name, Address & Telephone: <u>799-1183</u>
Who shall we contact when the permit is ready: <u>RANDY</u> Telephone: <u>799-1183</u>
If you would like it mailed, what mailing address should we use:

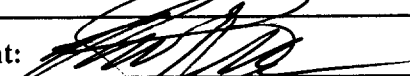
Rec'd By:

**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: 09/09/02
---	----------------

**Sign Permit Fee: \$30.00 plus \$1.00 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**

**SIGNAGE PRE-APPLICATION**

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 252 ST. JOHN ST ZONE: B-2

OWNER: HER BLOCK

APPLICANT: BURR SIGNS

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

PLEASE CIRCLE APPROPRIATE ANSWER

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

FREESTANDING SIGN? (ex. Pole Sign) YES  NO  DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_

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

SIGN ATTACHED TO BLDG.?  YES  NO DIMENSIONS 3' x 15'-7 1/2"

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: SEE ATTACHED

$12.5 \times 1.5 = 18.75$   
 $3 \times 3 = 9.00$   
 27.75

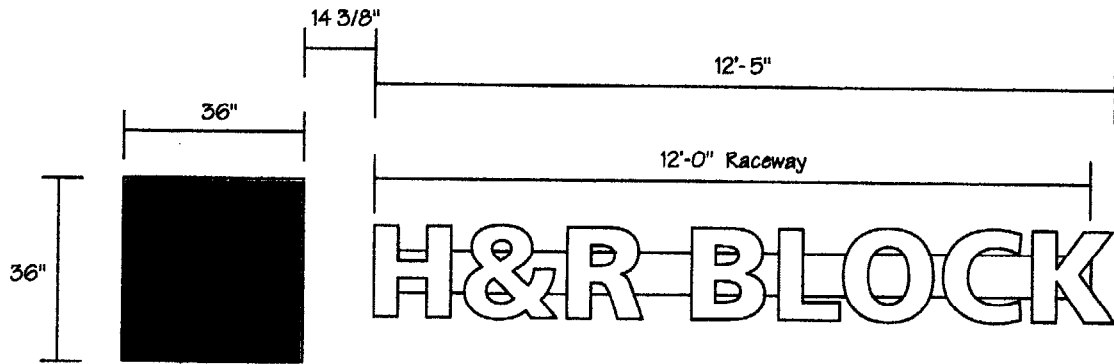
\*\*\* TENANT BLDG. FRONTAGE (IN FEET): 24' x 1.5 = 36' MAX

\*\*\* REQUIRED INFORMATION

AREA FOR COMPUTATION

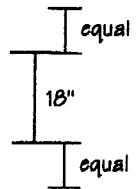
**YOU SHALL PROVIDE:**  
A SITE SKETCH AND BUILDING SKETCH SHOWING EXACTLY WHERE EXISTING AND NEW SIGNAGE IS LOCATED MUST BE PROVIDED. SKETCHES AND/OR PICTURES OF PROPOSED ARE ALSO REQUIRED.

SIGNATURE OF APPLICANT: [Signature] DATE: \_\_\_\_\_



12.5 x 18" = 225  
 12.5 x 1.5 = 18.75  
 36" x 36" = 1296  
 27.75"  $\phi$

Scale: 1/2" = 1'-0"



frange 24' x 1.5 = 36" MAX

**Faces**

3/16" White acrylic 732B

**Trim Cap**

3/4" Black

**Returns**

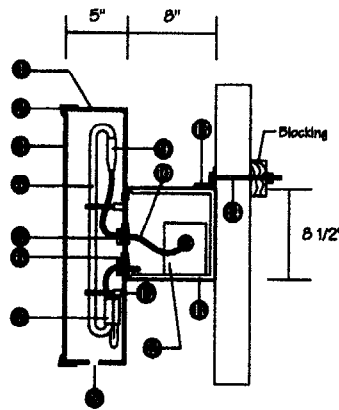
Fabricated .040 alum. wrap, 5" deep, painted PMS 430C Satin

**Illumination**

12mm, 6500 White tubing, 60ma.

**Raceway**

Fabricated .063 alum., 8 1/2" h x B" d, paint on site TM bldg color.



- Fab. alum. letter
- Trim cap
- Acrylic face
- Neon tube
- 1/2" Chase nipple w/lock ring
- Pop rivets
- End cap over electrode
- Drain hole
- Short sleeve over electrode
- GTO sleeve
- Raceway w/C channel frame
- GFI Neon transformer
- 2" x 2" x 1/4" stl angle
- Mounting hardware as req'd (See Chart)
- Glass stand

	Masonry	Wood	Steel
3/8" Bolts Thru Wall	●	●	●
3/8" Lags w/Shields	●	●	●
3/8" Lag Bolts	●	●	●
3/8" Toggle Bolts	●	●	●

**Mounting Hardware\* Chart**

\*Note  
 The engineer has not inspected the building. The mounting hardware shown on this drawing is suggested only. Actual mounting details are to be determined by the installer or a local engineer. Copies of this drawing should not be considered a certified document.

**Raceway Mount  
 White Channel Letters**



**Plasti-Line, West**  
 A Division of Plasti-Line, Inc.  
 13480 Stover, Building B, Fontana, California 92337  
 (909) 823-1239 Fax: (909) 823-2013

All sizes, plans or arrangements indicated on this drawing are subject to change without notice by Plasti-Line, Inc. and shall not be reproduced, used by or disclosed to any person, firm or corporation for any purpose whatsoever without written permission of Plasti-Line, Inc. or Plasti-Line, West.

DO NOT MANUFACTURE WITHOUT REQUIRED APPROVALS  
 ALL OF THE ABOVE MUST BE INITIALLED AND DATED PER THE APPROVED SIGNATURES

Drawing Approved by	DATE	Location
Sales Approval to Mr		
Production Approval to Mr		

Project	H&R Block	△	△
Location	Various Locations	△	△
Date	8/31/00	△	△
PLM Rep.	Miller	△	△
Drawn by	Berard	△	△
Client Approval		△	△
Date of Approval		△	△

Drawing No. **S-026** △  
 Sheet 1 of 1



AUG 19 2002 9:07AM

B659478548  
Carrier

(781) 431 NO. 747

P.2 P.1

AUG-16-02 01:13 PM H.R. BLOCK PORTLAND ME. 287 774 9574

F.2

P.01

**Plasti-Line, Inc.**

P.O. Box 50013 • Knoxville, TN 37950-9043 • [allison@plasti-line.com](mailto:allison@plasti-line.com)  
HR Block Project Team • 800-444-7446 x 706 • 865-847-8548 FAX

August 14, 2002

Union Station, LP  
12 Brook Street  
Wellesley, MA 02181

RE: HR Block # 10035 - 19905  
282 St. John Street  
Portland, ME 04102

Dear Property Manager,

Your tenant, HR Block, has changed its logo to incorporate a new green sign box. Just as McDonald's has the "golden arches" and Chevrolet has the "bowtie", HR Block has designed this new logo box to be easily recognized across the nation. The logo is a trademarked "block" with a PMS 376 green face (shown on the attached page).

Plasti-Line has been chosen by HR Block Corporation to manufacture and install the new logo into its national sign program and specifically, to re-stage the sign at the office. The new sign will comply with existing city zoning regulations and requirements.

Your written approval of the new signage is required so that Plasti-Line can obtain local permits. We have completed a field survey of the said specified location so that we may replace the old image with a new HR BLOCK sign(s) comparable in size and style (thru-set letters) to what is currently on the building.

Please sign the bottom of this form to approve the project and fax to 865-847-8548. Allison Lewellyn is also available to help answer questions you may have or to contact you as your Plasti-Line regional project manager. Her phone number is 800-444-7446 ext. 706

Thank you for your immediate attention and cooperation.

THE HR BLOCK PROJECT TEAM

Approved by: OR. Connor (Signature) Date: 8/16/02  
OR. CONNOR (Print)

**MARSH USA INC.**

**CERTIFICATE OF INSURANCE**

CERTIFICATE NUMBER  
CHI-000895581-00

**PRODUCER**

Marsh USA Inc.  
2405 Grand Boulevard  
P.O. Box 419105  
Kansas City, MO 64141-6105  
Attn: CSS 816-558-4290 816-558-4299 Fax

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.

**COMPANIES AFFORDING COVERAGE**

COMPANY

**A** PACIFIC EMPLOYERS INSURANCE COMPANY

COMPANY

**B** N/A

COMPANY

**C** N/A

COMPANY

**D**

081623-Corp-CAS-02-03 895581 10 18901 18905

**INSURED**

H&R Block Financial Advisors  
4400 Main Street  
Kansas City, MO 64111

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE DESCRIBED HEREIN HAVE BEEN ISSUED TO THE INSURED NAMED HEREIN FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THE CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, CONDITIONS AND EXCLUSIONS 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)	LIMITS			
A	<b>GENERAL LIABILITY</b>	HDO G20580768	08/20/02	08/20/03	GENERAL AGGREGATE	\$ 10,000,000		
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG	\$ 2,000,000		
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY	\$ 2,000,000		
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE	\$ 2,000,000		
					FIRE DAMAGE (Any one fire)	\$		
					MED EXP (Any one person)	\$		
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE	\$
<input type="checkbox"/> HIRED AUTOS								
<input type="checkbox"/> NON-OWNED AUTOS								
<b>GARAGE LIABILITY</b>				AUTO ONLY - EA ACCIDENT	\$			
<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY:				
				EACH ACCIDENT	\$			
				AGGREGATE	\$			
<b>EXCESS LIABILITY</b>				EACH OCCURRENCE	\$			
<input type="checkbox"/> UMBRELLA FORM				AGGREGATE	\$			
<input type="checkbox"/> OTHER THAN UMBRELLA FORM					\$			
<b>WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY</b>				WC STATUTORY LIMITS	OTHER			
<input type="checkbox"/> THE PROPRIETOR/PARTNER/EXECUTIVE OFFICERS ARE	<input type="checkbox"/> INCL			EL EACH ACCIDENT	\$			
<input type="checkbox"/> OTHER	<input type="checkbox"/> EXCL			EL DISEASE-POLICY LIMIT	\$			
				EL DISEASE-EACH EMPLOYEE	\$			

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENTIONS)**

252 St. John Street, Portland, ME 04102

**CANCELLATION**

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES

City of Portland Maine  
c/o Burr Signs  
10 Buttonwood  
S. Portland, ME 04105

MARSH USA INC.

by: Keith A. Stiles

*Keith A. Stiles*

MAR 1999

VALID ALL OF 2003/02

**H&R BLOCK**

# Overlay & Details

Store # 18905  
252 Saint John St.  
Portland, ME 04102



## Existing Signage

Sign Description: Individual channel letters on a race-way.

Height: 24"

Width: 16'

Depth: 9" race-way

Letter Height: 24"

Retainer Size: standard

Face Material: Acrylic

Wall Material: Corrugated metal

Illuminated: Yes

Notes:

*Handwritten notes:*  
16 x 24  
EXISTING  
R.B.  
[Signature]



## Proposed Signage and Installation

Sign Description: IL-18-WLR

Overall Height of Building: 117'

Overall Width of Store Front:  $24' \times 1.5 = 36'$

Sign Band Height: 4'

Sign Band Width: 24'

PMS of Sign Band: 563-C

Illumination: Yes

Notes: Electrical access behind fascia, from inside store.

*Handwritten note:* New -



2-1033

Building

Approved with Conditions

Jeanine Bourke



09/23/2002

09/20/2002



Jeanine Bourke

09/23/2002



Spokane, WA

09/16/2002

gad

09/23/2002

imb

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

PERMIT ISSUED  
SEP 23 2002  
Permit Number: 021039  
CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

This is to certify that Union Station Lmt Partnersh Burr Sig

has permission to Erect New Signage 3' x 15' 7 3/8"

AT 966 Congress St L 064 A001001

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 given and when permission procured before this building or part thereof is laid or closed-in. HOURS 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

*Jeanie Bouke* 9/23/02  
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD