



Jean Fraser <jf@portlandmaine.gov>

Re: Fore River Hospital (Mercy) sign conversion

1 message

Jean Fraser <jf@portlandmaine.gov>

Tue, Aug 21, 2018 at 3:42 PM

To: Randy Appel <rappel@agi.net>

Cc: Demarius Bryant <dbryant@agi.net>, Karl Tauscher <ktauscher@agi.net>, Lynn Auriemma <lauriemma@agi.net>, "Cameron, Caitlin" <ccameron@portlandmaine.gov>

Randy

Thank you for the additional information and I did meet with my colleagues yesterday to determine how to advise you regarding the permitting for the new and replacement signs at Mercy Fore River.

PROCESS

As advised before you will need to make two applications, both would be via the Portland Citizens Self Service (CSS) Portal (I sent you the link previously) but in two separate applications (see detailed advice below for content of the applications):

- Application for a Sign Permit for the building mounted signs, the large monument sign at the entrance, and a few of those signs that announce the hospital from the public highway. The intake on this is through the Permitting and Inspections Department and the fee will be determined by them based on the application.
- Application for a Site Plan Amendment to the *Wayfinding Plan* that was approved as part of the original Mercy development in 2006. This application would be to the Department of Planning and Urban Development with a fee of \$250. This would include the "directional" signs that you are changing from post-mounted to "monument". As noted previously, some of these appear to create safety issues because they block visibility of both cars and pedestrians and may not be in compliance with our standard (for signs on both private and public property) that includes the requirement that directional signage shall not adversely affect visibility at intersections or access drives on or off site.

CONTENTSign Permit:

For the sign permit, we will need:

- Overall site plan showing the location of each sign (as listed below) color keyed as to existing removed; existing remaining; proposed
- Indication of the dimensions, font, color, lighting, and mounting of each new sign

- One elevation showing existing signs- full elevation of that side of the building
- Matching full building elevation showing new signs and existing signs to remain in the correct size and placement (ie the final signage on that entire elevation)
- Dimensions, font, color, lighting, mounting of existing signs to remain

The signs to be submitted for sign permit: (from your "chart" dated 7.25.18)

001a

001b

001c

015

025

038

038a

045a

045b

045c

049

063

064

Site Plan Amendment

For the amendment, we will need:

- overall plan showing location of each sign (as listed below) in relationship to the sidewalks and drives/roads (accurately so alignment of sign is clear)
- graphic showing the signs and their dimensions

The signs to be submitted as an amendment to the approved Site Plan (*Wayfinding Plan*): (from your "chart" dated 7.25.18)

006

014

022

023

025

028

031

032

033

034

042

044

047

048

049

050

051

052

If the sign number is not listed above, it does not need any sign/site plan permit from the City of Portland.

I will be away until Wednesday 8/29, so if you have any questions between now and then please contact Caitlin Cameron, the City's Urban Designer, who is cc'd on this e-mail.

Thank you
Jean

Jean Fraser, Planner
Planning & Urban Development Department
City of Portland
389 Congress Street
Portland, ME 04101
phone: (207) 874-8728
email: jf@portlandmaine.gov

On Fri, Aug 17, 2018 at 12:54 PM, Randy Appel <rappel@agi.net> wrote:

Jean –

I've attached the site plan to match the location to the sign number.