

Location of Construction: 415 Forest Ave		Owner: University Credit Union		Phone: 772-1906		Permit No: <b>981428</b>
Owner Address: 391 Forest Ave		Lessee/Buyer's Name: Multiple		BusinessName:		
Contractor Name: * Sign One		Address: 6 Portland No. Business Park, Falmouth, ME 04105		Phone:		<div style="border: 2px solid black; padding: 5px; text-align: center;"> <b>PERMIT ISSUED</b>   <b>DEC 21 1998</b> </div>
Past Use: Mix Use		Proposed Use: Same		<b>COST OF WORK:</b> \$ 3,000 <b>PERMIT FEE:</b> \$ 34.00 <b>FIRE DEPT.</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied <b>INSPECTION:</b> Use Group: Type: Signature: <i>[Signature]</i>		
Proposed Project Description:  Freestanding Sign 5 x 9.		<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b> Action: Approved <input type="checkbox"/> Approved with Conditions: <input type="checkbox"/> Denied <input type="checkbox"/> Signature: _____ Date: _____		Signature: <i>[Signature]</i> Date: _____		Zone: <b>B-2</b> CBL: 111--C-006 Zoning Approval: <i>[Signature]</i> 12/10/98 <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"/>
Permit Taken By: MG		Date Applied For: 12/16/98		<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		

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
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..

PERMIT ISSUED WITH REQUIREMENTS

**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 provisions of the code(s) applicable to such permit

**Historic Preservation**  
 Not in District or Landmark  
 Does Not Require Review  
 Requires Review

**Action:**  
 Approved  
 Approved with Conditions  
 Denied

Date:                     

SIGNATURE OF APPLICANT	ADDRESS:	DATE: 12/17/98	PHONE:
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE			PHONE:

CEO DISTRICT TM/KC  
2

## BUILDING PERMIT REPORT

DATE: 18 Dec. 98 ADDRESS: 415 Forest Ave. CBL 111-C-006  
REASON FOR PERMIT: To Erect Sign  
BUILDING OWNER: University Credit Union  
CONTRACTOR: Sign One  
PERMIT APPLICANT: 1  
USE GROUP Signage BOCA 1996 CONSTRUCTION TYPE \_\_\_\_\_

### CONDITION(S) OF APPROVAL

This Permit is being issued with the understanding that the following conditions are met:

Approved with the following conditions: \*1, \*3/

1. This permit does not excuse the applicant from meeting applicable State and Federal rules and laws.
2. Before concrete for foundation is placed, approvals from the Development Review Coordinator and Inspection Services must be obtained. (A 24 hour notice is required prior to inspection)
- 2.5 Foundation drain shall be placed around the perimeter of a foundation that consists of gravel or crushed stone containing not more than 10 percent material that passes through a No. 4 sieve. The drain shall extend a minimum of 12 inches beyond the outside edge of the footing. The thickness shall be such that the bottom of the drain is not higher than the bottom of the base under the floor, and that the top of the drain is not less than 6 inches above the top of the footing. The top of the drain shall be covered with an approved filter membrane material. Where a drain tile or perforated pipe is used, the invert of the pipe or tile shall not be higher than the floor elevation. The top of joints or top of perforations shall be protected with an approved filter membrane material. The pipe or tile shall be placed on not less than 2" of gravel or crushed stone, and shall be covered with not less than 6" of the same material. Section 1813.5.2
- 2.6 Foundations anchors shall be a minimum of 1/2" in diameter, 7" into the foundation wall, minimum of 12" from corners of foundation and a maximum 6' o.c. between bolts. (Section 2305.17)
3. Precaution must be taken to protect concrete from freezing. Section 1908.0
4. It is strongly recommended that a registered land surveyor check all foundation forms before concrete is placed. This is done to verify that the proper setbacks are maintained.
5. Private garages located beneath habitable rooms in occupancies in Use Group R-1, R-2, R-3 or I-1 shall be separated from adjacent interior spaces by fire partitions and floor/ceiling assembly which are constructed with not less than 1-hour fire resisting rating. Private garages attached side-by-side to rooms in the above occupancies shall be completely separated from the interior spaces and the attic area by means of 1/2 inch gypsum board or the equivalent applied to the garage means of 1/2 inch gypsum board or the equivalent applied to the garage side. (Chapter 4 Section 407.0 of the BOCA/1996)
6. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code. (The BOCA National Mechanical Code/1993). Chapter 12 & NFPA 211
7. Sound transmission control in residential building shall be done in accordance with Chapter 12 section 1214.0 of the city's building code.
8. Guardrails & Handrails: A guardrail system is a system of building components located near the open sides of elevated walking surfaces for the purpose of minimizing the possibility of an accidental fall from the walking surface to the lower level. Minimum height all Use Groups 42", except Use Group R which is 36". In occupancies in Use Group A, B, H-4, I-1, I-2 M and R and public garages and open parking structures, open guards shall have balusters or be of solid material such that a sphere with a diameter of 4" cannot pass through any opening. Guards shall not have an ornamental pattern that would provide a ladder effect. (Handrails shall be a minimum of 34" but not more than 38". Use Group R-3 shall not be less than 30", but not more than 38".) Handrail grip size shall have a circular cross section with an outside diameter of at least 1 1/4" and not greater than 2". (Sections 1021 & 1022.0) - Handrails shall be on both sides of stairway. (Section 1014.7)
9. Headroom in habitable space is a minimum of 7'6". (Section 1204.0)
10. Stair construction in Use Group R-3 & R-4 is a minimum of 10" tread and 7 3/4" maximum rise. All other Use group minimum 11" tread. 7" maximum rise. (Section 1014.0)
11. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6' 8") 1014.4
12. Every sleeping room below the fourth story in buildings of use Groups R and I-1 shall have at least one operable window or exterior door approved for emergency egress or rescue. The units must be operable from the inside without the use of special

SIGNAGE PRE-APPLICATION

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 415 Forest Ave ZONE: B-2

OWNER: University Credit Union

APPLICANT: Sign One

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

PLEASE CIRCLE APPROPRIATE ANSWER

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

FREESTANDING SIGN? (ex. Pole Sign)  YES  NO --- DIMENSIONS 5' HEIGHT 9' = 45'

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

SIGN ATTACHED TO BLDG.? YES  NO  DIMENSIONS \_\_\_\_\_

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: None

\*\*\* TENANT BLDG. FRONTAGE (IN FEET): 120'

\*\*\* REQUIRED INFORMATION

B-2 zone

free standing

AREA FOR COMPUTATION

Required

shown SEE Attached

65 # MAX

45 # shown

18' max height

16' shown

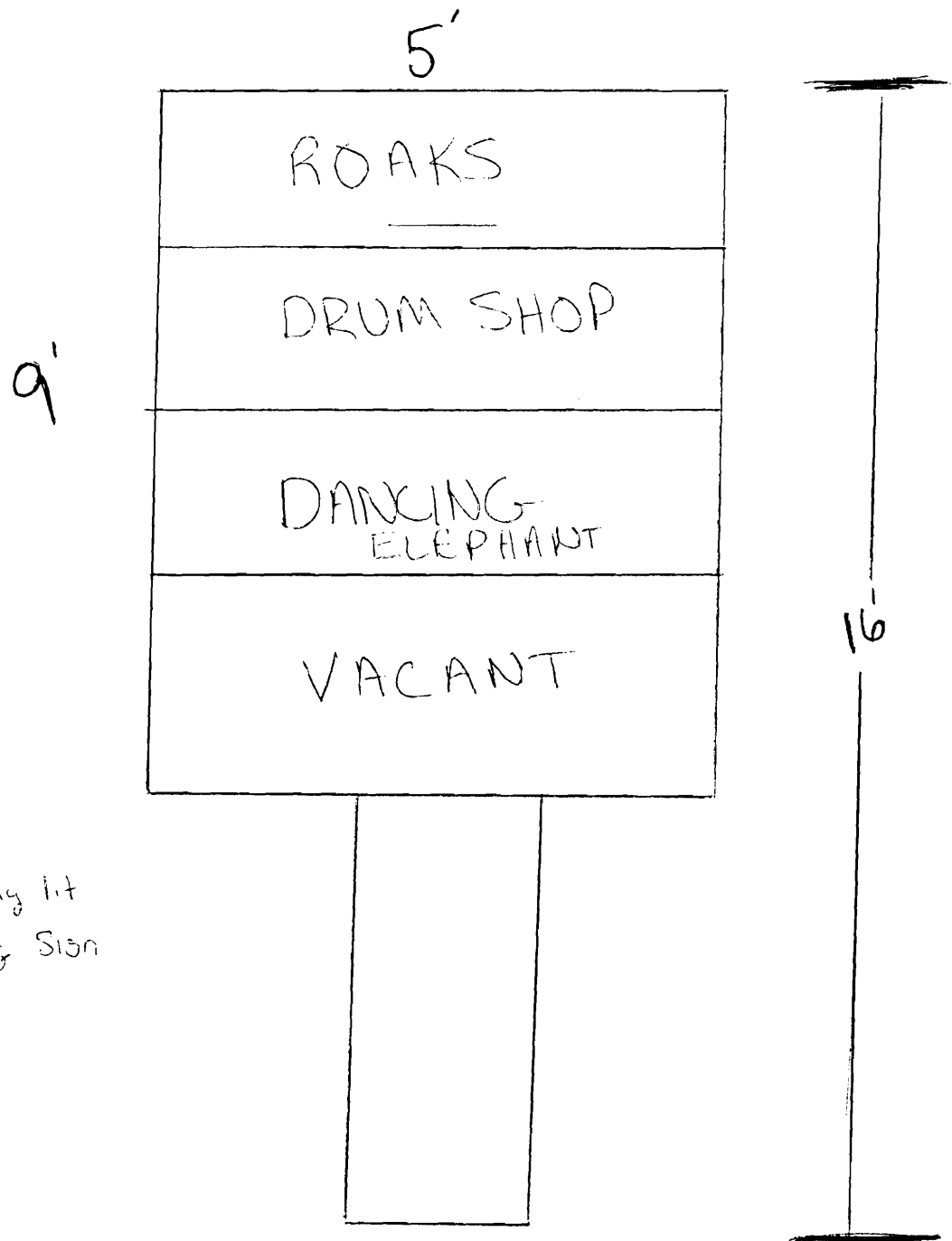
5' from line

10' shown

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.

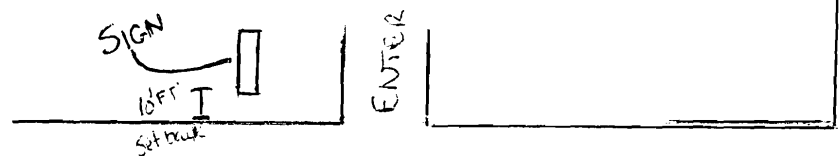
SIGNATURE OF APPLICANT: [Signature] DATE: 12/14/98



9x5' internally lit  
Freestanding Sign

4 unit Building  
415 Forest Ave

391 Forest Ave.



FOREST AVE

**CUNA MUTUAL GROUP**

*CUNA Insurance Society, Inc.*

2044

PREMIUM SUMMARY - PAGE 3

STATEMENT #: 9

POLICY NUMBER POP - 0180210

05-13-1997

COVERED LOCATION: 4 \*\* 401-415 FOREST AVENUE  
PORTLAND, ME 04101

THE FOLLOWING COVERAGES APPLY AT THIS LOCATION:

*****	
* COVERAGE	ANNUAL PREMIUM *
*****	
Building Coverage - Special -	\$500
Business Liability Coverage -	\$150
TOTAL FOR THIS LOCATION -	\$650

**CUNA MUTUAL GROUP**

*CUNA Insurance Society, Inc.*

2044

CUPOP 0102

DECLARATIONS - PAGE 2

CREDIT UNION PACKAGE OF PROTECTION  
POLICY CHANGE PREMIUM STATEMENT

UNIVERSITY CREDIT UNION  
PO BOX 279  
ORONO, ME 04473-0279

POLICY NUMBER: POP 0180210- 0

STATEMENT NUMBER: 9

EFFECTIVE DATE: 05/16/97

YOUR CREDIT UNION PACKAGE OF PROTECTION HAS BEEN CHANGED AS FOLLOWS:  
ADD LOCATION #4-401-415 FOREST AVENUE, PORTLAND ME 04101.  
REFER TO DECLARATION PAGES FOR DETAILS.

\*\*\*\*\* ANNUAL PREMIUM INFORMATION \*\*\*\*\*

The premium adjustment resulting from the changes described above from the effective date of the changes to the end of the policy period is:

\$ 409.50 ADDITIONAL

Your new Annual Term Premium is changed to

\$6,970



CUNA Mutual Group  
CUNA Insurance Society, Inc.

2044

CUPOP 01 03

DECLARATIONS - PAGE 3

STATEMENT #: 9

POLICY NUMBER: POP - 0180210

05-13-1997

EFFECTIVE DATE OF THIS PAGE: 05/16/97

COVERED LOCATION: 4 \*\* 401-415 FOREST AVENUE  
PORTLAND, ME 04101

The following coverages, forms and endorsements apply at this location:

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*****
*          COVERAGE                                DEDUCTIBLE   LIMIT OF   *
*                                                    PER LOSS    INSURANCE *
*****

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Common Policy Provisions - CUPOP 02 00
CUPOP 02 ME
CUPOP 10 11

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Building Coverage Special-CUPOP 11 00           $0           $175,000
Automatic Increase in Limit of Insurance      3 †

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Business Liability - CUPOP 61 00
Limit of Insurance Each Occurrence -           $300,000
Medical Payments - Each Person -               $5,000

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**THIS IS NOT A PERMIT/CONSTRUCTION CANNOT COMMENCE UNTIL THE PERMIT IS ISSUED**

**Building or Use Permit Pre-Application  
Attached Single Family Dwellings/Two-Family Dwelling  
Multi-Family or Commercial Structures and Additions Thereto**

In the interest of processing your application in the quickest possible manner, please complete the Information below for a Building or Use Permit.

**NOTE\*\*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 (include Portion of Building): <u>415 Forest Ave</u>		
Total Square Footage of Proposed Structure <u>45</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Number Chart# <u>111</u> Block# <u>C</u> Lot# <u>006</u>	Owner: <u>UNIVERSITY CREDIT UNION</u>	Telephone#: <u>772-1906</u>
Owner's Address: <u>391 Forest Ave</u>	Lessee/Buyer's Name (If Applicable) <u>SAME MULTIPLE</u>	Cost Of Work: <u>\$3000.00</u> Fee <u>#145</u> <u>\$34-</u>
Proposed Project Description: (Please be as specific as possible) <u>Free-standing Sign 5x9</u>		
Contractor's Name, Address & Telephone <u>Sign One 6 Portland No. Business Park Falmouth ME 04105</u>		Rec'd By <u>MAA</u>
Current Use: <del>RES</del> <u>MIX USE</u>	Proposed Use: <u>same</u>	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation.

- All construction must be conducted in compliance with the 1996 B.O.C.A. Building Code as amended by Section 6-Art II.
- All plumbing must be conducted in compliance with the State of Maine Plumbing Code.
- All Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III.
- HVAC (Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code.

You must include the following with you application:

- 1) A Copy of Your Deed or Purchase and Sale Agreement
- 2) A Copy of your Construction Contract, if available
- 3) A Plot Plan/Site Plan

Minor or Major site plan review will be required for the above proposed projects. The attached checklist outlines the minimum standards for a site plan.

**4) Building Plans**

Unless exempted by State Law, construction documents must be designed by a registered design professional.

A complete set of construction drawings showing all of the following elements of construction:

- Cross Sections w/Framing details (including porches, decks w/ railings, and accessory structures)
- Floor Plans & Elevations
- Window and door schedules
- Foundation plans with required drainage and dampproofing
- Electrical and plumbing layout. Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment (air handling) or other types of work that may require special review must be included.

**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/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>[Signature]</u>	Date: <u>12/13/98</u>
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Building Permit Fee: \$25.00 for the 1st \$1000. cost plus \$5.00 per \$1,000.00 construction cost thereafter.  
Additional Site review and related fees are attached on a separate addendum

