

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Please Read
Application And
Notes, If Any,
Attached

Permit Number: 081291

This is to certify that WOODFORDS CONGREGATIONAL PARISH Signs

has permission to install new freestanding sign

AT 186 WOODFORD ST

CITY OF PORTLAND 124 J005001

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 lath or other work is set-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

[Handwritten Signature]
10/27/08
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: 08-1291	Issue Date:	CBL: 124 J005001
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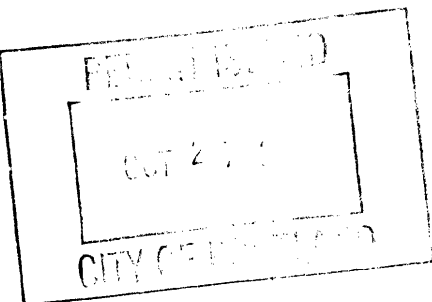
Location of Construction: 186 WOODFORD ST	Owner Name: WOODFORDS CONGREGATION	Owner Address: 202 WOODFORDS ST	Phone:
Business Name:	Contractor Name: Mr Signs	Contractor Address: 190 Riverside Street Portland	Phone: 2078781100
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: B2

Past Use: Woodfords Congregational	Proposed Use: Woodfords Congregational - install new freestanding sign	Permit Fee: \$62.00	Cost of Work: \$62.00	CEO District: 3
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Proposed Project Description: install new freestanding sign	FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <i>NA</i>	INSPECTION: Use Group: <i>V</i> Type: <i>Sign</i> <i>IBC 2003</i>
	Signature: _____ Signature: _____	

Permit Taken By: Idobson	Date Applied For: 10/10/2008	Zoning Approval	
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<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>Special Zone or Reviews</p> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input checked="" type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input checked="" type="checkbox"/> MM <input type="checkbox"/> Date: <i>10/17/08</i>	<p>Zoning Appeal</p> <input checked="" type="checkbox"/> Variance <i>IL Ann</i> <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date: _____	<p>Historic Preservation</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 Date: <i>9</i>
	<p><i>Need Approval</i> <i>then planning because of the 2 free-standing signs on A property</i></p> <p><i>10/21/08</i> <i>D. Andrews</i></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

City of Portland, Maine - Building or Use Permit

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

Permit No: 08-1291	Date Applied For: 10/10/2008	CBL: 124 J005001
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Location of Construction: 186 WOODFORD ST	Owner Name: WOODFORDS CONGREGATION	Owner Address: 202 WOODFORDS ST	Phone:
Business Name:	Contractor Name: Mr Signs	Contractor Address: 190 Riverside Street Portland	Phone (207) 878-1100
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Woodfords Congregational - install new freestanding sign	Proposed Project Description: install new freestanding sign
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Dept: Zoning	Status: Approved with Conditions	Reviewer: Marge Schmuckal	Approval Date: 10/17/2008
Note:	Ok to Issue: <input checked="" type="checkbox"/>		
1) This is the second free-standing sign for this property and needs a "variance" appeal thru the Planning Division.			
Dept: Building	Status: Approved with Conditions	Reviewer: Tammy Munson	Approval Date: 10/27/2008
Note:	Ok to Issue: <input checked="" type="checkbox"/>		
1) Signage Installation to comply with Chapter 31 of the IBC 2003 building code.			
Dept: Planning	Status: Approved	Reviewer: Deborah Andrews	Approval Date: 10/21/2008
Note:	Ok to Issue: <input checked="" type="checkbox"/>		

Comments:

10/20/2008-gg: received from historic as of 10/20/08. /gg



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>202 WOODFORD ST., PORTLAND, ME 04103</u>		
Tax Assessor's Chart, Block & Lot Chart# <u>124</u> Block# <u>0</u> Lot# <u>5</u>	Owner: <u>WOODFORDS CONGREGATIONAL CHURCH</u>	Telephone: <u>207 774-8243</u>
Lessee/Buyer's Name (If Applicable) <u>NA</u>	Contractor name, address & telephone: <u>MR. SIGN INC. 500 FOREST AVE PORTLAND, ME 04101</u>	Total s.f. of signage x \$2.00 <u>32+30</u> Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total = <u>62</u> Fee: \$ <u>62.00</u> Awning Fee= cost of work <u>NA</u> Total Fee: \$ <u>NA</u>

Who should we contact when the permit is ready: SHARON STEPHENSON phone: 774-8243 EXT 103

Tenant/allocated building space frontage (feet): Length: _____ Height: _____
Lot Frontage (feet) 200' along Woodford Single Tenant or Multi Tenant Lot _____

Current Specific use: CHURCH & MUSIC SCHOOL

If vacant, what was prior use: NA

Proposed Use: CHURCH & MUSIC SCHOOL

Information on proposed sign(s):

Freestanding (e.g., pole) sign? Yes No _____ Dimensions proposed: 5'-9" Height from grade: 4'-6"

Bldg. wall sign? (attached to bldg) Yes _____ No Dimensions proposed: _____

Proposed 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. } NA

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. SEE ATTACHED
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, 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: Sharon Stephenson Date: Oct 10, 2008

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

Change of use for The music School # 08-0074



Sharon Stephenson, Office Manager

WOODFORDS CONGREGATIONAL CHURCH

United Church of Christ

202 Woodford Street, Portland ME 04103-5697

Telephone (207)-774-8243 Fax (207)773-3317

e-mail: sstephenson@woodfordschurch.org

October 10, 2008

City of Portland
Planning & Development Department
389 Congress Street
Portland ME 04101

Attn: Deb Andrews

Woodfords Congregational Church grants permission for the installation of this sign. Attached is our Signage/Awning Permit Application and required support materials. Mr. Signs Inc, 500 Forest Avenue, Portland, will be the company doing the installation. Please don't hesitate to contact me by email or phone if you have any questions.

Best regards,

Sharon Stephenson

Sharon Stephenson
Office Manager

Enc:

Application fee of \$62.00

Plot Plan (#2)

Zoning map (#2)

Site plan (#2)

Sketch of proposed sign (#3)

Sketch of proposed sign with dimensions (#3 & #6)

Sketch of proposed sign in place (#3)

Photo of existing sign (which will remain in place) (#5)

Close up photo of existing sign (which will remain in place) (#5)



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.

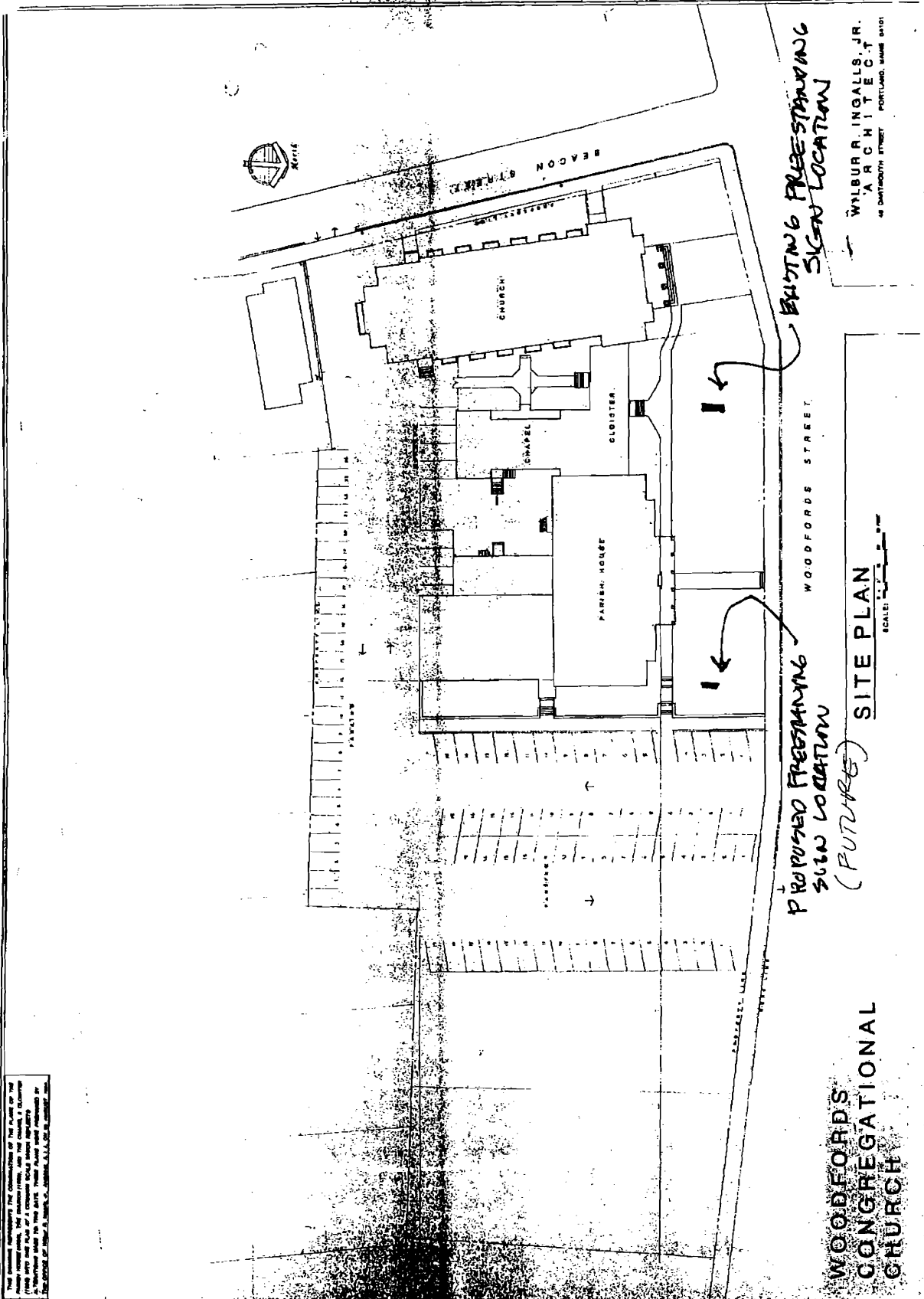
- NA* Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way. *N/A*
- 1* Letter of permission from the owner indicating the permissions granted and the tenant/space building frontage.
- 2* 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.
- 3* 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.
- NA* Certificate of flammability required for awning or canopy. *N/A*
- NA* A UL# is required for lighted signs at the time of final inspection. *N/A*
- 4* Pre-application questionnaire completed and attached.
- 5* Photos of existing signage
- 6* Details for sign fastening, attachment or mounting in the ground.

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, \$10.00 per additional \$1,000.00 of cost.

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

THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. IT IS THE PROPERTY OF WILBUR R. INGALLS, JR. ARCHITECTS AND SHOULD NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. WITHOUT THE WRITTEN PERMISSION OF WILBUR R. INGALLS, JR. ARCHITECTS.



EXISTING FREESTANDING SIGN LOCATION

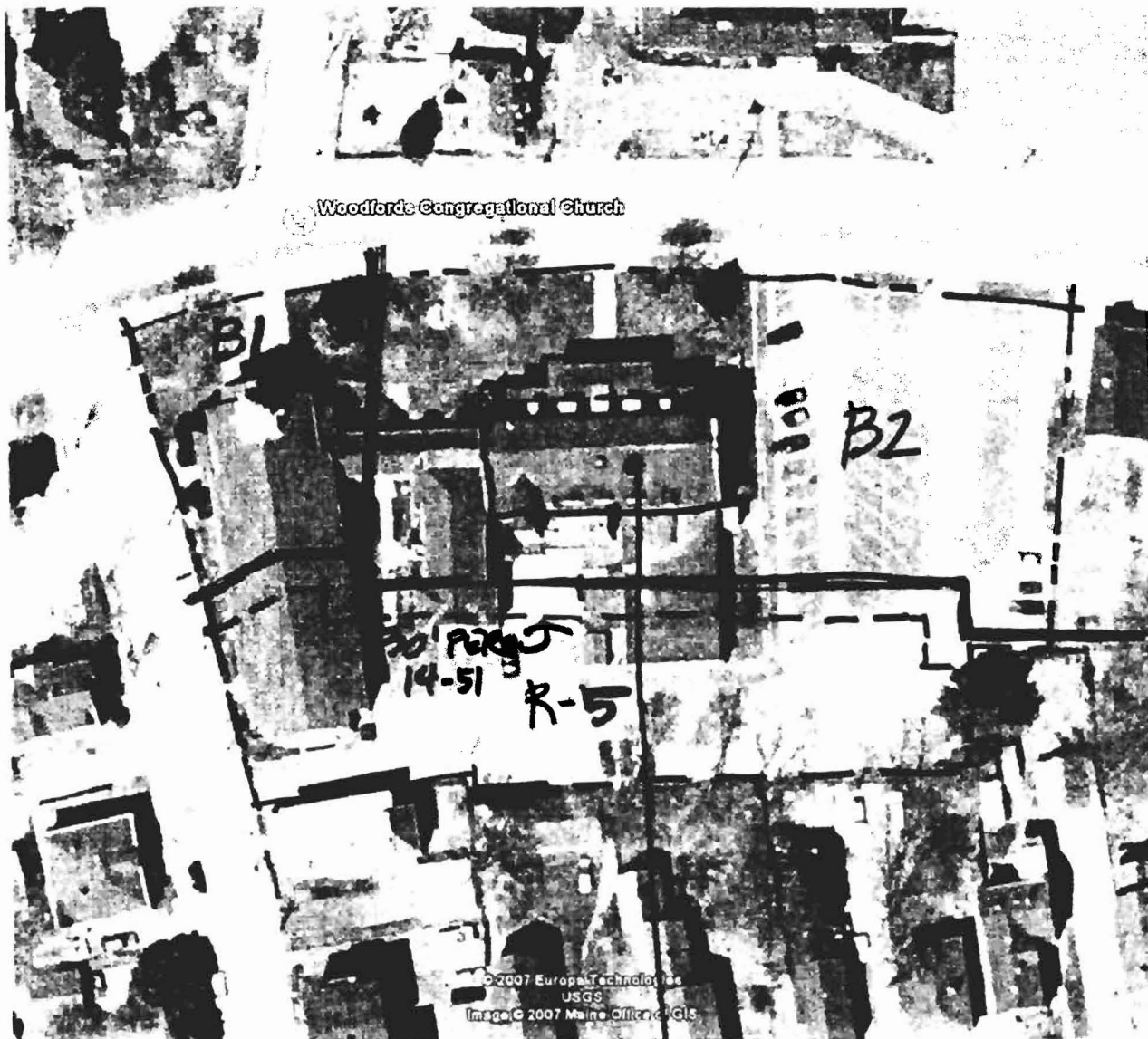
PROPOSED FREESTANDING SIGN LOCATION (FUTURE)

WOODFORDS CONGREGATIONAL CHURCH

SITE PLAN

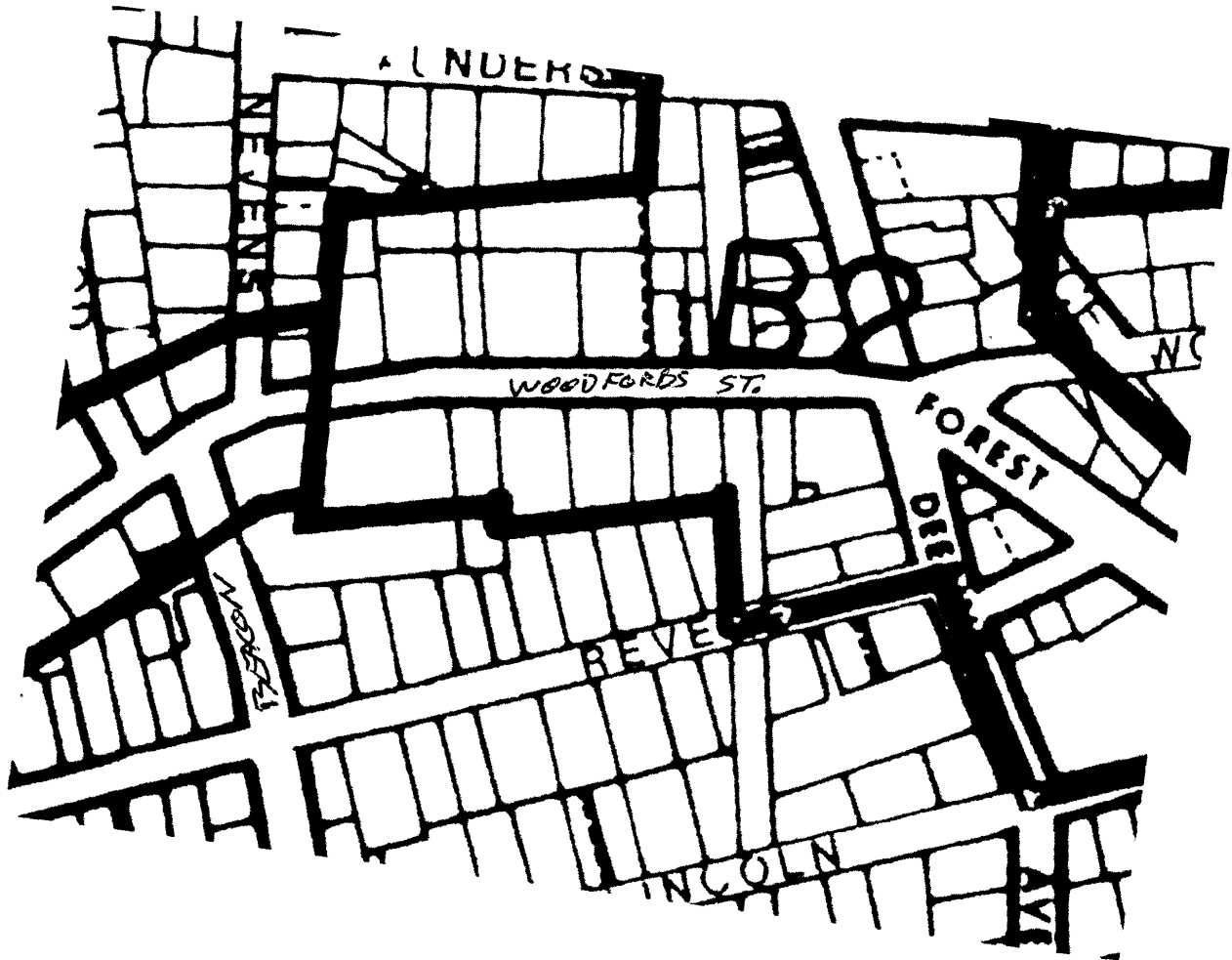
SCALE: 1" = 20'

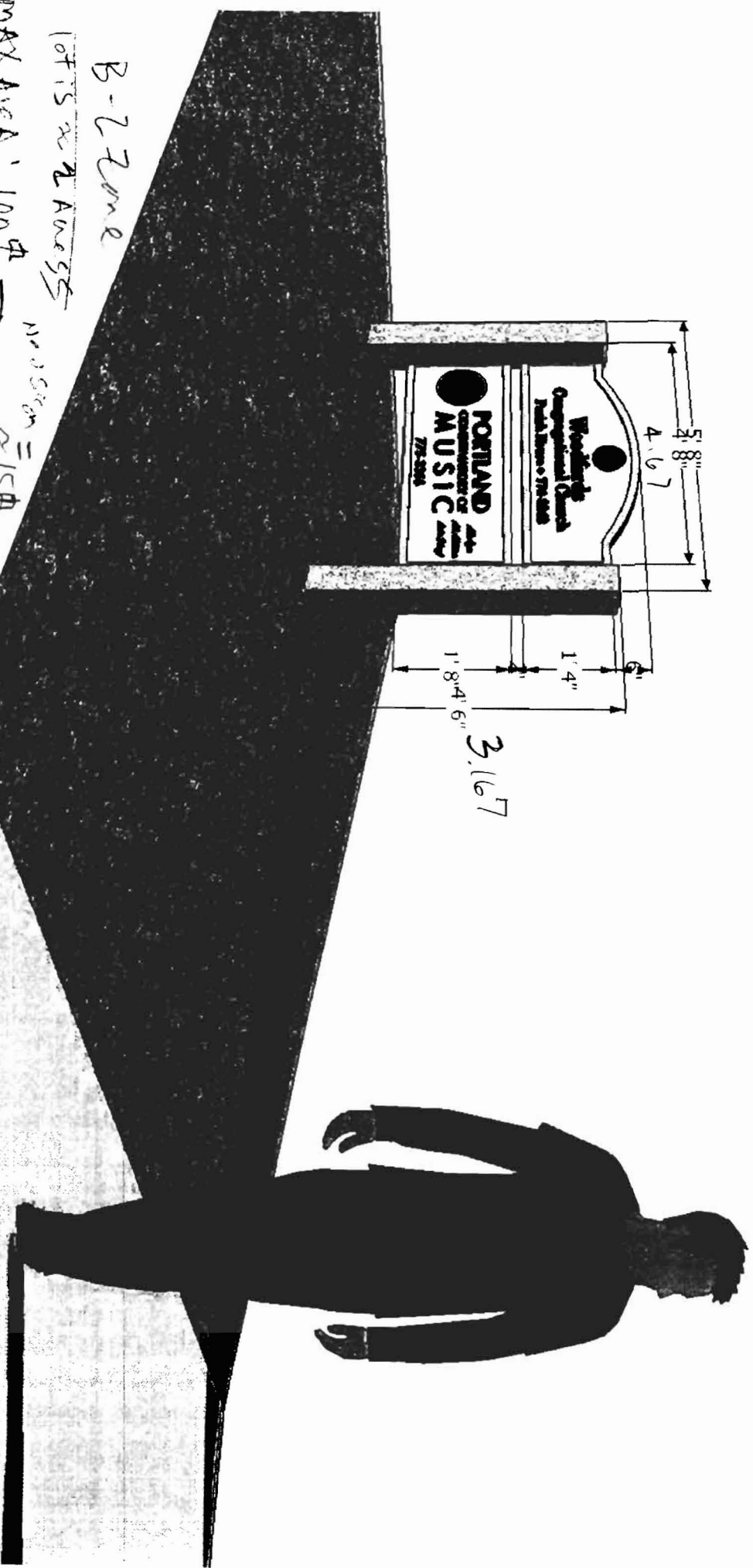
WILBUR R. INGALLS, JR. ARCHITECT 48 DARTMOUTH STREET PORTLAND, MAINE 04101



WOODFORDS CHURCH
 PORTLAND, ME

— PORTION OF BLDG. TO
 HOUSE PCM ON
 THIRD FLOOR & A
 FEW BSMT. ROOMS





B-2 Zone

lot is on 2 Avenues

MAX AREA: 100 sq ft

no. signs = 2
 existing sign? = 1

height: 18' max - 5' shown from lowest to highest

Proposed 2nd freestanding sign

$$3.167 \times 4.67 = 14.79 \text{ sq ft}$$



Woodfords Congregational Church

Parish House • 774-8243

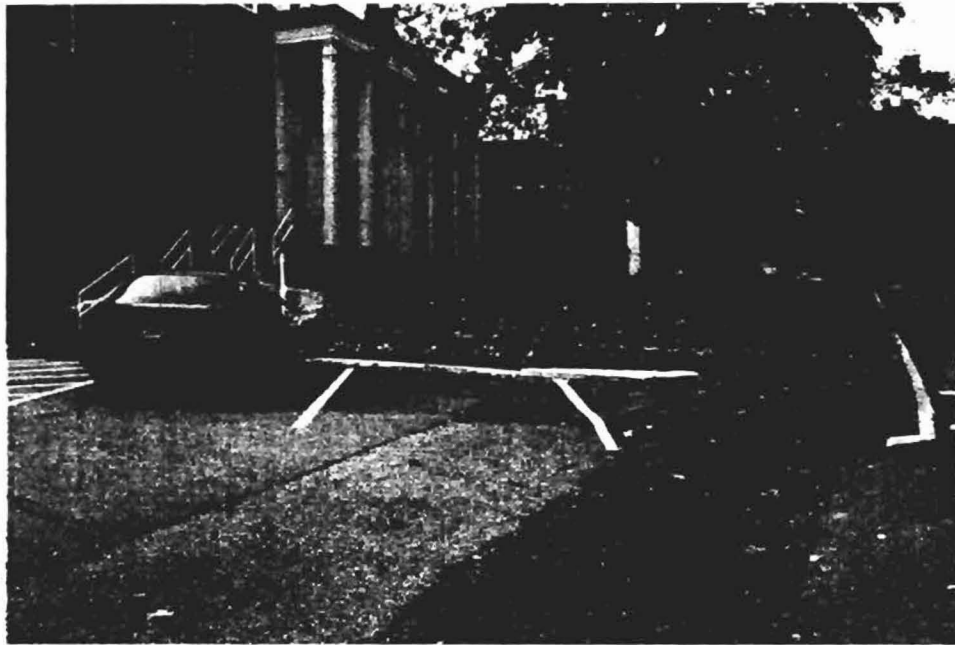


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