

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING DEPARTMENT

PERMIT

Permit Number: 040250

Please Read
Application And
Notes, if Any,
Attached

This is to certify that Stevens Ave Congregational the Signer _____

has permission to New 4x6 double sided sign

AT 788 Stevens Ave L 145 6019001

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 when permission is procured before this building or part thereof is altered or closed-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

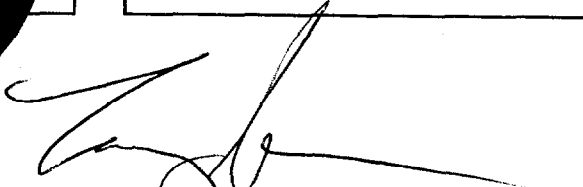
Fire Dept. _____

Health Dept. _____

Appeal Board _____

Other _____

Department Name



Director, Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

PERMIT ISSUED

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 04-0250	Issue Date: MAR 29 2004	EBL: 20 145 b019001
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Location of Construction: 788 Stevens Ave	Owner Name: Stevens Ave Congregational	Owner Address: 788 Stevens Ave	Phone: CITY OF PORTLAND
Business Name:	Contractor Name: The Signery	Contractor Address: 299 Forest Avenue Portland	Phone: 2078797700
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	Zone: RS

Past Use: Church	Proposed Use: Church / New 4x6 double sided sign.	Permit Fee: \$126.00	Cost of Work: \$126.00	CEO District: 5
Proposed Project Description: New 4x6 double sided sign		FIRE DEPT: <i>N/A</i>	INSPECTION: Use Group: <i>U</i> Type: <i>Sign</i>	
		Signature:	Signature: <i>[Signature]</i>	

Signature: *[Signature]*

Signature: *[Signature]*

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action: Approved Approved w/Conditions Denied

Signature: _____ Date: _____

Permit Taken By: Idobson	Date Applied For: 03/15/2004	Zoning Approval	
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

Special Zone or Reviews <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"/> Date: <i>3/24/04</i>	Zoning Appeal <input type="checkbox"/> Variance <input checked="" type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date: _____	Historic Preservation <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: _____
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to be no higher than 8' from grade to the highest point

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: 04-0250	Date Applied For: 03/15/2004	CBL: 145 b019001
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Location of Construction: 788 Stevens Ave	Owner Name: Stevens Ave Congregational	Owner Address: 788 Stevens Ave	Phone:
Business Name:	Contractor Name: The Signery	Contractor Address: 299 Forest Avenue Portland	Phone (207) 879-7700
Lessee/Buyer's Name	Phone:	Permit Type: Signs - Permanent	

Proposed Use: Church w/ New 4'x6' double sided sign.	Proposed Project Description: 4'x6' double sided sign
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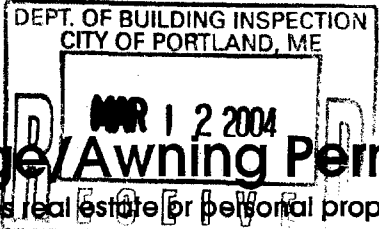
Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 03/24/2004**Note:** 3/24/04 Rev. Holverson said that the sign would be no higher than 8' from the grade to the highest point **Ok to Issue:**

- 1) The total height of the proposed sign shall not be higher than 8 feet from grade to the highest point of the sign.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Tammy Munson **Approval Date:** 03/26/2004**Note:** **Ok to Issue:**

- 1) Signage Installation to comply with Chapter 31 BOCA 1999

145 B 19



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>790 Stevens Avenue</u>		
Total Square Footage of Proposed Structure <u>4'x6' sign (double-sided) = 24 sq ft.</u>	Square Footage of Lot <u>51,015 square feet</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>145</u> Block# <u>B-028</u> Lot# <u>001</u>	Owner: <u>Stevens Avenue Congregational Church</u>	Telephone: <u>797-4573</u>
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: <u>Rev. Martha Hoverson</u> <u>Stevens Avenue Congregational Church</u> <u>790 Stevens Avenue</u> <u>Portland, ME 04103</u>	Total s.f. of signage x \$1.00 <u>2.00</u> per s.f. plus \$30.00 = Total Fee: <u>\$ 78.00</u> Awning Fee = Cost Of Work: \$ _____ Total Fee: <u>\$ 126.00</u>
Current use: <u>Church</u>		
If the location is currently vacant, what was prior use: _____		
Approximately how long has it been vacant: _____		
Proposed use: _____		
Project description: <u>We would like to replace our current sign and change the sign's location to a more visible angle, toward the center of our property.</u>		
Contractor's name, address & telephone: <u>The Signery</u> <u>299 Forest Avenue</u> <u>Portland</u> <u>Dn</u> <u>879-7700</u>		
Who should we contact when the permit is ready: <u>Rev. Martha Hoverson</u>		
Mailing address: <u>Stevens Avenue Congregational Church</u> <u>790 Stevens Avenue</u> <u>Portland, ME 04103</u>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: <u>797-4573</u>		

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT. WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

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: Martha Hoverson Date: 3/8/04

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

SIGNAGE/AWNING PRE-APPLICATION QUESTIONNAIRE

PLEASE ANSWER ALL QUESTIONS

ADDRESS: 790 Stevens Avenue ZONE: R-5

CBL: 145 B 019-020 001

SINGLE TENANT LOT? YES NO MULTI TENANT LOT? YES NO
MORE THAN ONE SIGN TOTAL WITH PROPOSED SIGN? YES NO

INFORMATION ON PROPOSED SIGN(S):

FREESTANDING (e.g., pole) SIGN? YES NO DIMENSIONS PROPOSED: 48" x 72"
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: 3' x 5'
BLDG. WALL SIGN(attached to bldg) ? YES NO DIMENSIONS: _____
AWNING? YES NO DIMENSIONS: _____

LOT FRONTAGE (FEET): 154.15
TENANT/ALLOCATED BUILDING SPACE 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 WITH COMMUNICATIONS/MESSAGE/TRADEMARK/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: Martha Johnson DATE: 3/8/04

***** FOR OFFICE USE ONLY *****

145 B TR 20
→
sign
plan

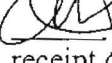
BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.

 **Pre-construction Meeting:** Must be scheduled with your inspection team upon receipt of this permit. Jay Reynolds, Development Review Coordinator at 874-8632 must also be contacted at this time, before any site work begins on any project other than single family additions or alterations.

- Footing/Building Location Inspection:** Prior to pouring concrete
- Re-Bar Schedule Inspection:** Prior to pouring concrete
- Foundation Inspection:** Prior to placing ANY backfill
- Framing/Rough Plumbing/Electrical:** Prior to any insulating or drywalling
- Final/Certificate of Occupancy:** Prior to any occupancy of the structure or use. NOTE: There is a \$75.00 fee per inspection at this point.

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection

 If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED



Signature of Applicant/Designee



Signature of Inspections Official

Date
5/30/04

Date

CBL: 145 B 020

Building Permit #: 040250

PRODUCER
Willis of Ohio, Inc.
BP Tower
200 Public Square, #3760
Cleveland OH 44114
Phone: 800-437-8830

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

Stevens Avenue Congregational
UCC and Day Care
790 Stevens Avenue
Portland ME 04103

INSURER A: **Federal Insurance Company**
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	3576-75-21	01/01/04	10/01/04	EACH OCCURRENCE	\$ 2,000,000
					FIRE DAMAGE (Any one fire)	\$ 300,000
					MED EXP (Any one person)	\$ 25,000
					PERSONAL & ADV INJURY	\$ 2,000,000
					GENERAL AGGREGATE	\$ 4,000,000
					PRODUCTS - COMP/OP AGG	\$ 4,000,000
					GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU-TORY LIMITS	OTH-ER
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
City of Portland is listed as an Additional Insured where there interest may appear with respect to erection of new sign.

CERTIFICATE HOLDER	<input checked="" type="checkbox"/> ADDITIONAL INSURED; INSURER LETTER: _____	CANCELLATION
City of Portland 389 Congress Street Portland ME 04101	CITY-ME	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
		AUTHORIZED REPRESENTATIVE David Nelson <i>D. Nelson</i>

145 B 19

Stevens Avenue Congregational Church
United Church of Christ



Building Permit Office
Portland City Hall
Portland, Maine 04101

To Whom It May Concern:

Please find enclosed an application for a sign permit from the Stevens Avenue Congregational Church, United Church of Christ. The congregation itself owns the building and land, and I am acting on their behalf as the pastor of the church, by authorization of our Board of Trustees. This sign would replace the sign you can see on the enclosed pictures, and would be placed closer to the middle of our lot, at a distance no closer to the street than our current sign. The current sign is one foot from the sidewalk and approximately 8 feet from the curb.

The proposed sign has been designed and would be installed by The Signery. They tell me that to install the sign they would bore holes 24 to 36 inches deep, with concrete fill at the bottom of the hole and additional fill from what has been taken out of the ground. The posts will be new cedar posts, approximately 8 feet tall. Other specifications can be found on the sketch of the proposed sign.

Thank you for your consideration of our application.

Sincerely,

Rev. Martha Hoverson, Pastor

3/24/04
The sign shall not
be higher than 8 feet
from grade at its
highest point

145 B 19





145 B 19 * proposed location of newsign



STEVENS AVENUE CONGREGATIONAL CHURCH

United Church of Christ

Rev. Martha Hoverson, Pastor

SUNDAY WORSHIP 10:00 AM

2" Urethane Foam Sign Panel
48" x 72"
Routed & Painted Copy
Double Sided
Subordinate MDO Sign
5" x 47"
HP 3M Vinyl Copy
Double Sided

4 x 6 = 24 ft

4'4" →

28" x 36"
deep
in ground

OK Under 2004F

what is the height
of sign
3/4" per 8' per
145 B 15
20
MARIA Hoverson

Table 2.2

Institutional Uses in Residential Zones

(Regulations apply to institutions permitted as conditional uses in residential zoning districts. Such uses may include, but are not necessarily limited to, churches, schools, private clubs, fraternal organizations and hospitals.)

*both church
& parsonage
lots together*

Freestanding

	Street Frontage < 100'	Street Frontage 100' to 250'	Street Frontage > 250'
- Area	15 sq. ft.	25 sq. ft.	50 sq. ft.
- Height	6 ft.	8 ft.	8 ft.
- Setback	5 ft.	5 ft.	5 ft.
- # Freestanding signs per lot	1/st. frontage (a)(b)	1/st. frontage (a)(b)	1/st. frontage (a)(b)

(a) Lots fronting on two or more streets are allowed one freestanding sign for each frontage. However, the area of each sign shall correspond to the length of the applicable frontage. Freestanding signs shall be positioned such that they are not readily concurrently visible.

(b) Where one lot contains more than one affiliated use, each use shall be allowed one sign per street frontage.

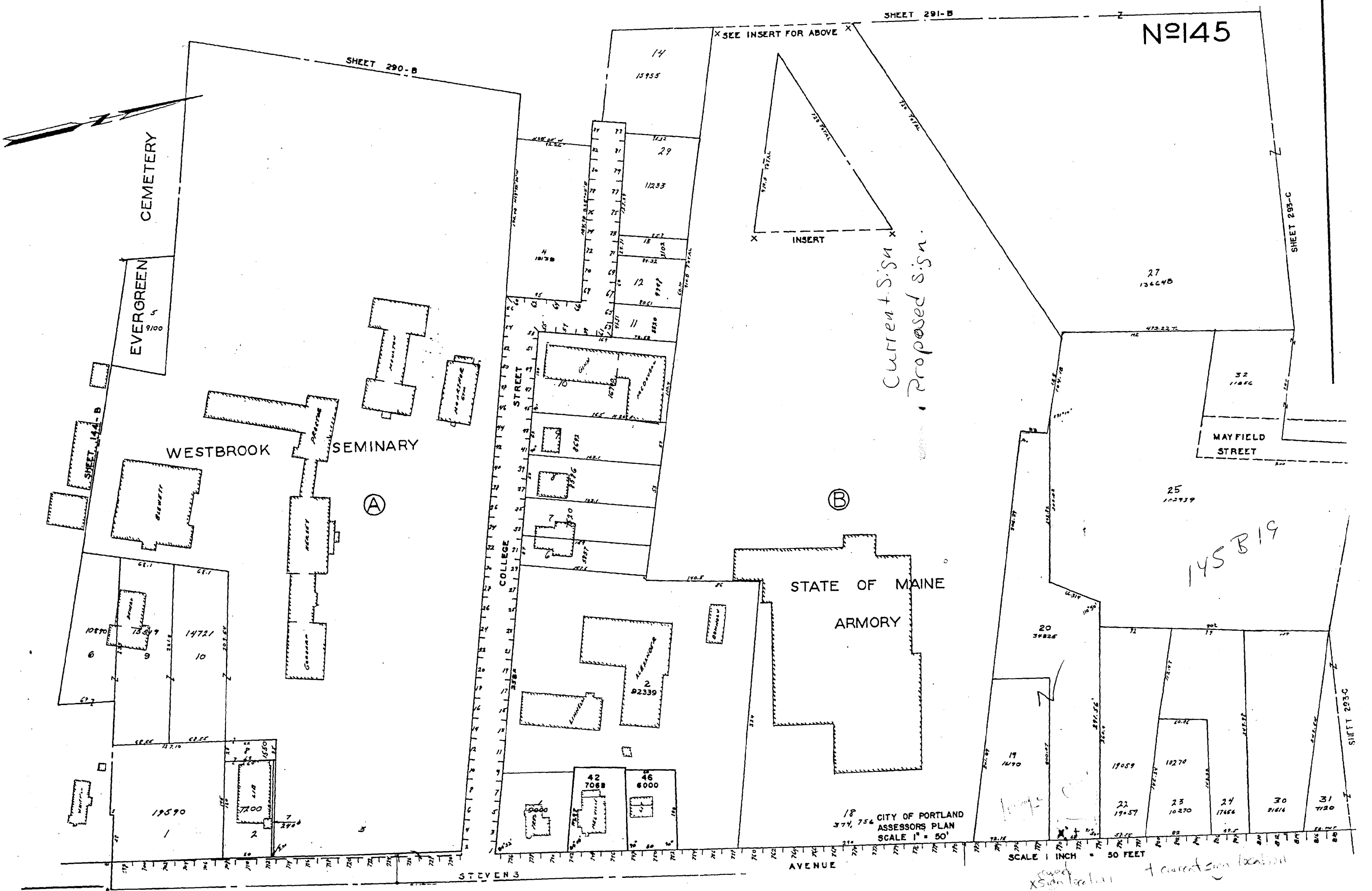
Note: Pertinent directional information shall, to the extent possible, be included on the principal freestanding sign. Additional directional signs shall be allowed only in the event that necessary information cannot fit reasonably within the permitted sign area. The size of additional signs shall be the minimum necessary to achieve the informational objective.

Building Signs (a)

- Maximum permitted sign area	na
- % of wall area on which sign is to be placed	5%
- # building signs permitted per lot	1/bldg. face (b)

(a) Building signs shall be reviewed for compliance with sign standard(s) included in site plan ordinance and shall under no circumstances be internally illuminated.

(b) One sign is allowed per building face provided such signs are not readily concurrently visible.



X SEE INSERT FOR ABOVE X

INSERT

Current sign
Proposed sign

(A)

(B)

145 B 19

STATE OF MAINE
ARMORY

EVERGREEN
CEMETERY

WESTBROOK
SEMINARY

MAYFIELD
STREET

STEVENS

AVENUE

SCALE 1 INCH = 50 FEET

18 CITY OF PORTLAND
ASSESSORS PLAN
SCALE 1" = 50'

Current sign location
Proposed sign location

9100

14721

19590

14
13955

29

11293

12

11

10

9

8

7

6

5

4

3

2

1

42
7088

46
6000

27
134648

32
11856

25
122939

20
34825

19
14170

22
19457

23
10270

24
17666

30
21616

31
7120