Location of Construction:	Owner: Printed Society	y of Colonial Dames	Phone:	rica	Permit No: 9 8 0 6 5 5
Owner Address:	Lessee/Buyer's Name: Stat	e of Kai Phone:	Busines	sName:	PERMIT ISSUED
Contractor Name: The Signery	Address: 449 Forest Ave Port	Phone.	8	797700 19-7700	Pelmit Issued:  JUN 2 2 1998
Past Use:	Proposed Use:	COST OF WORK		PERMIT FEE: \$ 28.80	
Museus		FIRE DEPT. □ A	Approved enied	INSPECTION: Use Group: Type:	CITY OF PORTLAND
Proposed Project Description:		Signature:	TOTALITY	Signature: ES DISTRICT (P.A.D.)	Zone: CBL: 213-10-002  Zoning Approval:
5 Signs		Action: A	approved	[with Conditions:	Special Zone or Reviews:  Shoreland Wetland Flood Zone
Permit Taken By:	Date Applied For:	Signature:		Date:	☐ Subdivision ☐ Site Plan maj ☐minor ☐mm ☐
<ol> <li>Building permits do not include plum</li> <li>Building permits are void if work is not tion may invalidate a building permit</li> </ol>	ot started within six (6) months of the date	of issuance. False informa-			☐ Miscellaneous ☐ Conditional Use ☐ Interpretation ☐ Approved ☐ Denied  Historic Preservation ☐ Not in District or Landmark ☐ Does Not Require Review
I hereby certify that I am the owner of reco authorized by the owner to make this appli if a permit for work described in the applic areas covered by such permit at any reason	ication as his authorized agent and I agree ation is issued, I certify that the code office	sed work is authorized by the to conform to all applicable cial's authorized representative	laws of the	is jurisdiction. In addition	n, Denied BS pery Hill Com
SIGNATURE OF APPLICANT	ADDRESS:	11 June 1998 DATE:		PHONE:	
RESPONSIBLE PERSON IN CHARGE OF	F WORK, TITLE			PHONE:	CEO DISTRICT

				•			
7 ·	20-98	Signs a	ve in	Place	close p	1erm, +	(F.)
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				Tyj		on Record	Date
				Foundation:			
				Framing:Plumbing:			
				Final:	mere rough	9	7-20-98
				Other:	•		

# 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.

			12-61	- 1269	
ocation/Addressof Construction (include Portion	on of Building) : Z	waldo Sta	Westpioo	RISE	
otal Square Footage of Proposed Structure	2,856	Sy for Square	Footage of Lot	7070 57	FE
ax Assessor's Chart, Block & Lot Number hart# 213 Block# D I	Ow.	ner: St Vati Soc. of Pl	u Glonial Dame ti of Maine	esdam. Telephone#	:
wner's Address: FPOBOX 8800 2 Waldo St PC	Les 24/02- <b>80</b>	ssee/Buyer's Name (If A		Cost Of Work:	Fee \$28.80
roposed Project Description:(Please be as speci					
5 signs					
2 21 3103				~~	
ontractor's Name, Address & Telephone	ho Signen	, 449 Free	poetland of our 87	Me 64102	Rec'd By James
urrent Use: Museum	J (	AND A LONG COMPANY	ed Use: Sam	1. 1.00	
		esses sesses takes			
Separate pern All construction must be conducted			nbing, HVAC and Electric		Saction 6 Apt II
			th the State of Mai		ection o-Ait II.
• All Flectrical Installation my	et comply with t	ha 1006 National	Floatwical Codo	amandad bu Castin	ı 6-Art III.
•HVAC(Heating, Ventililation and unust Include the following with your must Include the following with your must Include the following with your management of the following with your m	d Air Condition	ing) installation	must comply with t	he 1993 BOCA Me	hanical Code.
ou must Include the following with yo	u application:	Dood on Dunches			
			e and Sale Agreem Contract, if availabl	ent	NN 1 0 1998
	2) /1 Copy 01 302 3)	A Plot Plan/Site	Plan		MILO //
nor or Major site plan review will be				110)1	a DIT IS
ecklist outlines the minimum standard	ds for a site plan.			1101-	GEIVE
		4) Building Plan			
Unless exempted by State La	iw, construction	documents must	be designed by a re	egistered design pro	fessional.
complete set of construction drawings	s showing all of th				
Floor Plans & Elevations			ents of construction: ailings, and accessory	y structures)	

Certification

Foundation plans with required drainage and dampproofing

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.

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.

enteree the provisions of the codes appricable to this	
Signature of applicant:	Date:

#### SIGNAGE

### PLEASE ANSWER ALL QUESTIONS

ADDRESS: 2 Waldo - Congress St.	20NE: 2-2 - Contrac
OWNER: Natil Soc. of the Colonial Dames of Mn	revica in he State of Mains
ADDRESS: 2 Waldo + Cangress St.  OWNER: Natil Soc. of the Colonial Dames of an Applicant:	HIT WAS BUT TO WATE THE BALL OF
ASSESSOR NO.: 213 D 2	TOR IZ CLIORE MULTINOPE PERMIT CIL
SINGLE TENANT LOT? YES NO	
MULTI TENANT LOT? YESNO	
FREESTANDING SIGN? YES X NO (ex. pole sign)	DIMENSIONS 3'k3' + 9TH
MORE THAN ONE SIGN? YES K NO	DDIMENSIONS_2.5'x2.5
BLDG. WALL SIGN? YES NO (attached to bldg)	DETAILHABLE 6"X 2.5"  DIMENSIONS
MORE THAN ONE SIGN? YES NO	DDIMENSIONS
LIST ALL EXISTING SIGNAGE AND THEIR DIMENS	NAMES OF THE PERSON OF THE PER
LOT FRONTAGE (FEET) 300-	755 max Not concurred Visible
BLDG FRONTAGE (FEET) 42.5 x 32.5	
AWNING YESNOX IS AW	NING BACKLIT? YESNO
HEIGHT OF AWNING:	
IS THERE ANY COMMUNICATION, MESSAGE, TRADE	MARK OR SYMBOL ON IT? NO.
A SITE SKETCH AND BUILDING SKETCH SHOWING	EXACTLY WHERE EXISTING AND NEW
SIGNAGE IS LOCATED MUST BE PROVIDED. SKET	
PROPOSED SIGNS ARE ALSO REQUIRED.	NeedS. D.
	1 Cold Celt

TNSO you requested

information requirements for sign permit application  $M_{
m AN}$  15 1998

APPLICANTS FOR A SIGN PERMIT WILL BE ASKED TO SUBMIT THE FOLLOWING INFORMATION TO THE CODE ENFORCEMENT OFFICE:

- √1. PROOF OF INSURANCE
  - 2. LETTER OF PERMISSION FROM THE OWNER
- V3. A SKETCH PLAN OF THE LOT, INDICATING LOCATION OF BUILDINGS, DRIVEWAYS AND ANY ABUTTING STREETS OR RIGHT OF WAYS. LENGTHS OF BUILDING FRONTAGES AND STREET FRONTAGES SHOULD BE NOTED (SEE ATTACHED)
- V4. INDICATE ON THE PLAN ALL EXISTING AND PROPOSED SIGNS
  - 5. COMPUTATION OF THE FOLLOWING:
    - A) SIGN AREA OF EACH EXISTING AND PROPOSED BUILDING SIGN
- B) SIGN AREA HEIGHT AND SETBACK OF EACH EXISTING AND PROPOSED FREESTANDING SIGN

A SKETCH OF ANY PROPOSED SIGN(S), INDICATING DIMENSIONS, MATERIALS, SOURCE OF ILLUMINATION AND CONSTRUCTION METHOD (SEE ATTACHED)

CERTIFICATE OF FLAMMABILITY REQUIRED FOR AWNING/CANOPY AT TIME OF APPLICATION

UL # REQUIRED FOR LIGHTED SIGNS AT TIME OF APPLICATION
FEE FOR PERMIT - \$25.00 PLUS \$0.20 PER SQUARE FOOT

FEE FOR AWNING BASED ON COST OF WORK \_ \$25.00 for the FIRST 1,000.00, \$5.00 for EACH ADDITIONAL \$1,000.00

NOTE: ONCE A SKETCH PLAN HAS BEEN FILED FOR A PROPERTY, THE CODE ENFORCEMENT OFFICE WILL KEEP A RECORD OF THE PLAN SO THAT A NEW SKETCH PLAN WILL NOT BE REQUIRED FOR LATER CHANGES TO SIGNAGE ON THE PROPERTY. IN SUCH AN INSTANCE, APPLICANTS WILL ONLY BE REQUIRED TO SUBMIT INFORMATION APPLICABLE TO THE NEW SIGNS.

OPEN

instau on 8' post

Means House

## Tate House Museum

Please Enter Here

June - October Tues-Sat 10-4, Sun 1-4 *Gift Shop* 

Conference and Resource Center

The National Society of The Colonial Dames of America in the State of Maine

2.5x2.5=6.255q.ff.

INSTAU ON 8' POST

Historic Properties in Stroudwater Tate House (1755) Means House (1797)

up Waldo Street, turn right

The National Society of The Colonial Dames of America in the State of Maine

3'x3' = 9 59. ft

Garden Tour Today

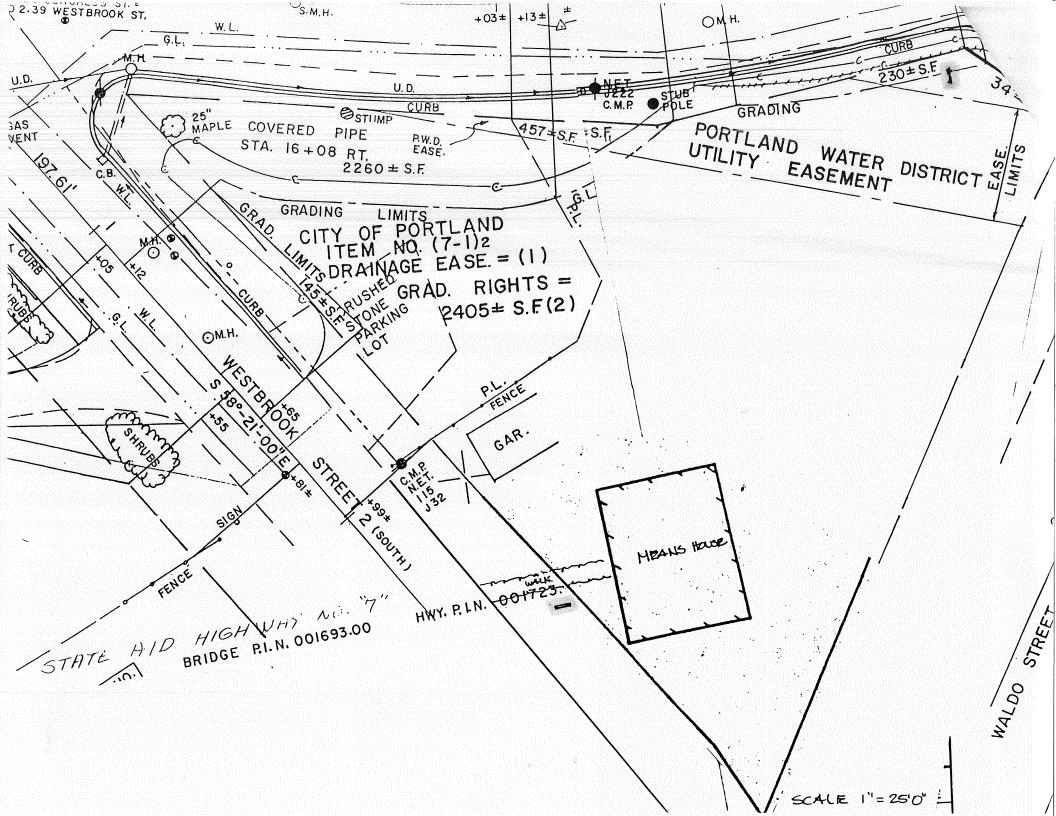
6"x2.5'= 1.25 59. )+.

Architecture Tour Today

Stroudwater Tour Today

> DETACHABLE - HUNG ON APPROPRIATE DAY

253.8°



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	.O. Box 8800		COMPANY					
P	ortland, ME 04104-880	10	0.00					
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	OWNER'S & CONTRACTOR'S PROT				PERSONAL & ADV INJURY	8	-	00000
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Ç	ity of Portland ortland, Maine		EMOULD ANY EXPIRATION I  30 DAYS BUT FAILURE	OF THE ABOVE DE PATE THEREOF, THE WRITTEN NOTICE TO TO MAIL SUCH NOTI	SCRIBED POLICIES HE CANO ISSUING COMPANY WILL E THE CERTIFICATE HOLDER N CE SHALL IMPOSS NO OBLIG	ndeav Amed Iation	OR TO TO TH OR LI	MAIL ELEFT, ABILITY
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#### 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.)

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.

ote: 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.

# Commercial Insurance Coverage For Museums and Cultural Institutions

## **Premium Statement**

Bill Number:

3534-95-13 GID

Policy Number: Producer Number:

50090

Premium for the period From

08/10/97<sub>Tb</sub>:

08/10/99

Named Insured and Mailing Address:

Tate House Museum

PO Box 8800

Portland, ME 04104-8800

Name and Mailing Address of Producer:

AON/H.T. Block/American Assoc. of Museums

1120 20th Street, NW

Washington, DC 20036-3604

RATE & PREMIUMS

INSURANCE COVERAGES

Included

**Commercial Property Insurance** 

Included

Commercial General Liability Insurance

\*Total Premium shown is for Second Annual Term Only.
Third annual term will be billed at corresponding renewal date per agreed upon payment schedule.

Total Premium\*

\*If the Declarations indicate the insurance is subject to audit or a reporting option the premiums stated are estimates and subject to adjustment.

ca - 08/26/97.07

Authorized Representative

128 97

Chubb Group of Insurance Companies

15 Mountain View Road Warren, New Jersey 07059



April 21, 1998

Susan Parrish Carter Museum Properties Committee Tate House Museum (home address: 56 Mountfort Road Yarmouth, Maine 04096)

Deborah Andrews Senior Planner Historic Preservation Program Coordinator 389 Congress Street Portland, Maine 04101

Re: Signs for the Tate House/Means House Museum Properties

Dear Mrs. Andrews,

As a representative for the Tate House Museum, a property of The National Society of the Colonial Dames of America in the State of Maine, I submit the enclosed plan for two signs at the Tate House Museum/Means House located on Westbrook Street in Portland. Signage is part of a larger effort to improve the appearance and use of the newly acquired Means House property. With the expanded space afforded by the Means House, the Colonial Dames intend to increase their educational outreach to the community. It has been determined that directional signage and museum information is needed to help visitors and guests. Currently, there is one small sign in front of the Captain Tate House.

As you know, the Tate House Museum and Means House are historic properties located within the Stroudwater Historic District. The Colonial Dames, who own the two houses, wish to install two signs. One of the two signs will stand along the stone walk leading to the entrance of the Means House, which is across the street from the Captain Tate House. The other sign will be installed at the intersection of Waldo and Congress Streets. The locations of the proposed signs are shown in highlighter on the attached Site Plan (scale: 1" = 25'00").

It is the intention of the Museum Properties Committee to install signs that will clearly direct visitors to the Tate House Museum /Means House without intruding on the historic character of the Stroudwater neighborhood. It is felt that placing a sign at Waldo Street will direct visitors by a less congested route to the Houses, avoiding the Westbrook Street intersection which is extremely busy.

The layout and wording of the signs is as shown on the enclosed diagram. The primary signs will be approximately 36" x 36" painted wood. They will be hung by black painted metal brackets on eight foot high unpainted pressure treated posts. The signs will have a light blue background (Sherwin Williams, Sweeping Blue) with black lettering and border. Light blue was chosen because it is the Colonial Dames "color." A sample of the blue color is included with this application. There will be smaller, attachable signs measuring approximately 6" x 36" which will be hung below the Means House sign highlighting specific tours and functions. The small signs will be attached on the days of particular activities. The sign at the Means House will be lit by small spotlights that will be on stakes set in the ground. In the future, a garden will be installed around the light fixtures.

If you have any questions or comments, please call me at my office, 781-2955. Kristen Crean, Director of the Tate House is also able to answer questions, 774-9781. Thank you for your assistance.

Sincerely,

Susan Parrish Carter

cc: Kristen Crean, Dorothy Chapman

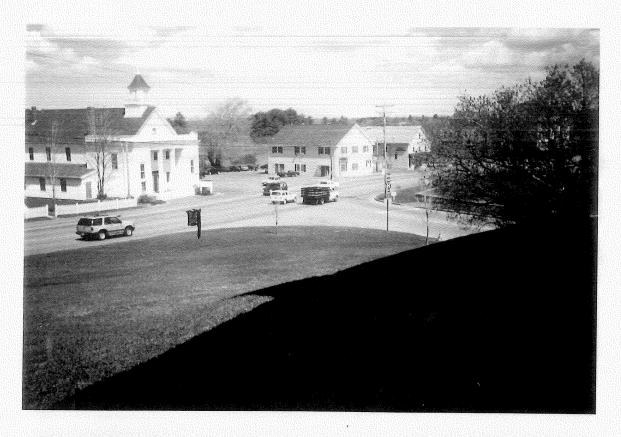
Susan Parrigh Carry

# Approximate location of sign on Westbrook Street in front of Means House

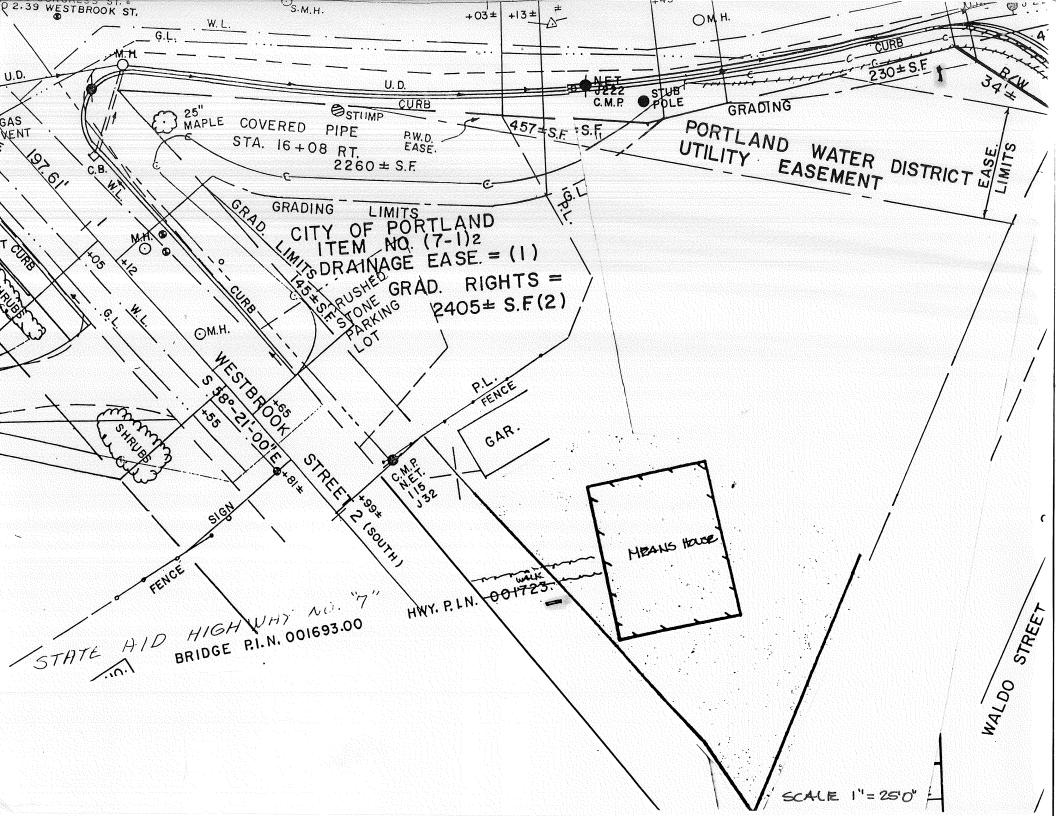




Approximate location of sign on Congress Street at Waldo Street intersection







INSTAU on 8' post

Means House

## Tate House Museum

Please Enter Here

June - October Tues-Sat 10-4, Sun 1-4 *Gift Shop* 

Conference and Resource Center

The National Society of The Colonial Dames of America in the State of Maine

2.5x2.5=6.255q.ff.

INSTAU ON 8' POST

Historic Properties in Stroudwater Tate House (1755) Means House (1797)

up Waldo Street, turn right

The National Society of The Colonial Dames of America in the State of Maine

3'x31 = 9 59. ft

Garden Tour Today

6"x2.5'= 1.25 59. |+

Architecture Tour Today

Stroudwater Tour Today

> DETACHABLE - HUNG ON APPROPRIATE DAY

processor of the second of the

36" x 36"

TEXT INCORRECT

2

Means House
Tate House Museum

Please Enter Here
Museum Open
June 15-October 15
Tues-Sat 10-4, Sun 1-4

Gift Shop Museum Office

Conference and Resource Center

National Society of The Colonial Dames of America in the State of Maine

6" x 36"

Garden Tour Today

Architecture Tour Today

6" x 36"

Stroudwater Tour Today

6" x 36"