

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND BUILDING PERMIT

This is to certify that REALTY LIMITED PARTNE
HERITAGE

Located At 1100 BRIGHTON AVE

CBL: 263A-A-004-001

Job ID: 2011-11-2656-SIGN

has permission to erect a 3'x10' temporary banner from 10/29/11 thru 11/14/11
provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of
the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of
the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured
before this building or part thereof is lathed or otherwise
closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner
before this building or part thereof is occupied. If a
certificate of occupancy is required, it must be

N/A

Fire Prevention Officer


Code Enforcement Officer / Plan Reviewer

THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
PENALTY FOR REMOVING THIS CARD

u/11/11

BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: buildinginspections@portlandmaine.gov

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Director of Planning and Urban Development
Penny St. Louis

Job ID: 2011-11-2656-SIGN

Located At: 1100 BRIGHTON
AVE

CBL: 263A- A-004-001

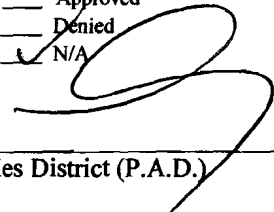
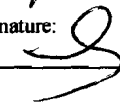
Conditions of Approval:



Zoning

1. This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.
2. It is understood that the temporary banner will be up from 10/29/11 thru 11/14/11, after which time it will be removed.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2011-11-2656-SIGN	Date Applied: 10/18/2011	CBL: 263A- A-004-001	
Location of Construction: 1100 BRIGHTON AVE	Owner Name: CENTRO	Owner Address: 420 LEXINGTON AVE., 7 TH FLR New York, Ny 10170	Phone: 203-256-1901
Business Name: Dollar Tree	Contractor Name: ASAP Promotion, INC. - Brook Ungerbuehler	Contractor Address: 5 Tech View Dr., Cincinnati, OH 45215	Phone: 1-800-837- 6306 x110
Lessee/Buyer's Name:	Phone:	Permit Type: SIGN - PERM - Signage - Permanent	Zone: B-2
Past Use: Retail	Proposed Use: Same: Retail - to erect onetemporary banner 3' x10' banner from 10/29/11 thru 11/14/11 on front facade	Cost of Work:	CEO District:
		Fire Dept: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input checked="" type="checkbox"/> N/A Signature: 	Inspection: Use Group: Type: N/A Signature: 
Proposed Project Description: temporary 30 sf banner		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Gayle		Zoning Approval	

<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 informatin may invalidate a building permit and stop all work.</p>	<p>Special Zone or Reviews</p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetlands <i>ok per sec 14-370</i></p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p><input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM</p> <p>Date: <i>11/10/11</i></p>	<p>Zoning Appeal</p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date: </p>	<p>Historic Preservation</p> <p><input checked="" type="checkbox"/> Not in Dist or Landmark</p> <p><input type="checkbox"/> Does not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: </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 appication 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



Signage/Awning Permit Application *By Mail*

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: 1100 BRIGHTON AVE, PORTLAND, ME 04092 <i>1030 Brighton</i>		
Tax Assessor's Chart, Block & Lot Chart# 063 Block# AA Lot# 004	Owner: CENTRO 420 LEXINGTON AVE, 7TH FL. NEW YORK, NY 10170	Telephone: 203-256-1901
Lessee/Buyer's Name (If Applicable) DOLLAR TREE	Contractor name, address & telephone: ASAP PROMOTIONS, INC. 5 TECH VIEW DR, CINCINNATI, OH	Total s.f. of signage x \$2.00 Per s.f. plus \$30.00/\$65.00 For H.D. signage= Total Fee: \$ 90 Awning Fee= cost of work — Total Fee: \$ 90
Who should we contact when the permit is ready: Brooke Underbuehler phone: 45215 - 800-837-6306 x110 <i>800-837-6306 x110</i>		
Tenant/allocated building space frontage (feet): Length: _____ Height: _____ Lot Frontage (feet) _____ Single Tenant or Multi Tenant Lot _____		<i>please mail to the CONTRACTOR Address listed above.</i>
Current Specific use: DOLLAR TREE - COMMERCIAL BUSINESS.		
If vacant, what was prior use: _____ Proposed Use: _____		
Information on proposed sign(s): Temporary Banner - 30sf		
Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions proposed: _____ Height from grade: _____		RECEIVED OCT 18 2011 Dept. of Building Inspections City of Portland Maine
Bldg. wall sign? (attached to bldg) Yes <input checked="" type="checkbox"/> No _____ Dimensions proposed: _____		
Proposed awning? Yes _____ No <input checked="" type="checkbox"/> 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.		
Information on existing and previously permitted sign(s):		
Freestanding (e.g., pole) sign? Yes _____ No _____ Dimensions: _____		<i>work DAYS 15 DAYS in Gable's basket before getting it to zone</i>
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. 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: <i>[Signature]</i>	Date: 10/13/2011
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This is not a permit; you may not commence ANY work until the permit is issued.



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.
- Letter of permission from the owner indicating the permissions granted and the tenant/space building frontage.
- 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. *Site Plan Attached.*
- 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. *Letter Attached*
- NA Certificate of flammability required for awning or canopy.
- NA A UL# is required for lighted signs at the time of final inspection.
- Pre-application questionnaire completed and attached.
- NA Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground. *Letter Attached.*

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.



create excitement • drive store traffic • increase sales
grand openings • special events • seasonal promotions • brand awareness

October 14, 2011

City of Portland
Attention: Planning & Permitting Dept.
389 Congress Street
Portland, ME 04101

Dear Planning & Permitting Dept:

This letter is regarding the new Dollar Tree located at 1100 Brighton Ave, Portland, ME 04092. We would like to request permission for the following Coming Soon store element

1 - 3' x 10' Grand Opening Banner – Attached to the Front Façade of the Building (10/29/11 – 11/14/11).

I have attached some picture examples of the element for you to further review. Please let me know if you have any questions or if I can provide you with any other information.

Thank you for your assistance.

Sincerely,

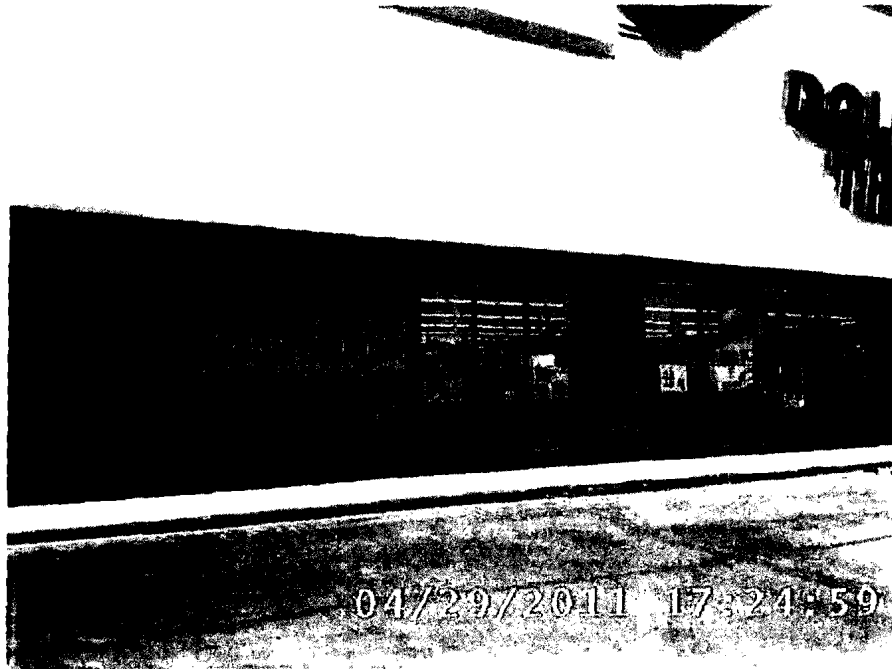
Brooke Ungerbuehler

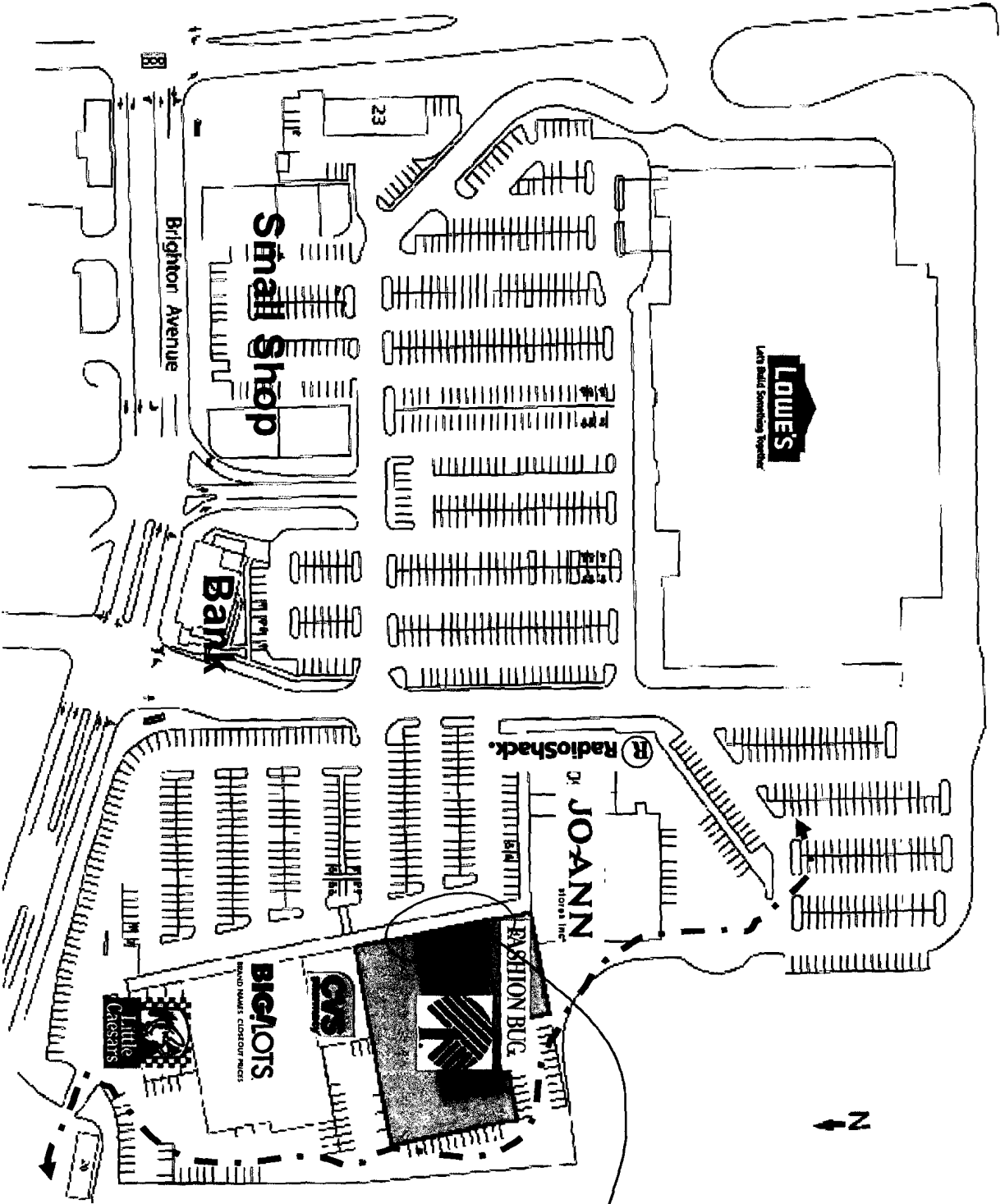
800-837-6306X 103
bungerbuehler@asapevents.com

5 Tech View Drive • Cincinnati, OH 45215 • phone 513-733-9500 • fax 513-588-3737

asapevents.com windwavers.com







PROPOSED
 RANNER
 LOCATION -
 SECTION
 CURPS ON
 WINDOW.

DOLCAP TREE
 1100 BRIGHTON AVE
 PORTLAND, ME 04092



October 14, 2011

Dear Mr. Larry Pope,

I would like to request permission to install a temporary banner for a Grand Opening Event for your tenant Dollar Tree, located at 1100 Brighton Ave, Portland, ME 04092.

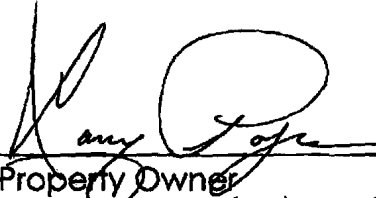
The banner would be attached to the front windows of the building with suction cups and remain up for a 2 week period, beginning on 10/29. I have also attached in the email an example photo of the banner implementing this method of install.

If you are disapproving of this element, please contact me as soon as possible. If you have any questions or need more information please free to contact me at 800-837-6306.

Thank you for your time and help!

Sincerely,

Brooke Ungerbuehler
Event Project Manager
5 Tech View Dr.
Cincinnati, OH 45215
800-837-6306 X 110
bungerbuehler@asapevents.com
www.asapevents.com
www.windwavers.com



Property Owner
For: Centro Heritage SPE 4 LLC

10/14/2011

Date

1 All signs not expressly permitted under this ordinance or
2 exempt from regulation hereunder in accordance with section 14-371
3 are prohibited.

4 Sec. 14-370. Portable/temporary signs.

5 a. On private property. Portable and temporary signs shall
6 meet, in addition to the other requirements of this division, the
7 following requirements:

8 i. Number of signs. There shall be no more than one (1)
9 portable or one (1) temporary sign on any lot.

10 ii. Term. A portable or temporary sign permit shall allow
11 the use of a portable or temporary sign for a specified
12 thirty (30)-day period.

13 iii. Number of permits. No more than two (2) portable or
14 temporary sign permits shall be issued to each business
15 on the same lot in any calendar year. In no event shall
16 any lot have a portable or temporary sign for more than
17 sixty (60) days in one (1) calendar year.

18 iv. Other conditions. A portable or a temporary sign shall
19 be allowed only in those districts indicated on Table 1
20 of section 14-369.5.

21 v. Permit sticker. Each portable sign and each temporary
22 sign shall display a permit sticker issued by the
23 building authority. The sticker shall contain the
24 expiration date of the permit.

25 b. Additional requirements for freestanding portable or
26 temporary signs. In addition to the requirements of subsection a
27 of this section, freestanding portable or temporary signs on
28 private property shall meet the following requirements:

29 i. No portable or temporary sign shall interfere with the
30 sight distance of traffic passing the site. The
31 determination of sight distance shall be made by the
32 traffic engineer.

33 ii. Portable and temporary signs shall be set back a minimum
34 of five (5) feet from the side line of the City right of
35 way and a minimum of five (5) feet from any property
36 line.

37 iii. No portable or temporary sign shall exceed four (4) feet
38 by eight (8) feet in size. = 32 ft

39 c. Portable signs in the city right-of-way. Portable signs



CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

_____ 20 11

Received from _____

Location of Work _____

Cost of Construction \$ _____ Building Fee: _____

Permit Fee \$ _____ Site Fee: _____

Certificate of Occupancy Fee: _____

Total: _____

Building (IL) Plumbing (IS) _____ Electrical (I2) _____ Site Plan (U2) _____

Other _____

CBL: _____

Check #: _____ Total Collected \$ 4,000

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: [Signature]

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy