

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK  
**CITY OF PORTLAND**

**BUILDING INSPECTION  
PERMIT**

Please Read  
Application And  
Notes, If Any,  
Attached

This is to certify that Francis Delano

has permission to Remove existing signage and replace with stand alone sign

AT 4 Newton St.

provided that the person or persons, firm or  
of the provisions of the Statutes of Maine and  
the construction, maintenance and use of building  
this department.

all comply with all  
Portland regulating  
application on file in

Apply to Public Works for street line  
and grade if nature of work requires  
such information.

Notification  
given and w  
before this  
lathed or  
HOUR NO

of occupancy must be  
owner before this build-  
is occupied.

*Denied -  
ON Hold  
reline this permit  
see letter*

**OTHER REQUIRED APPROVALS**

Fire Dept. \_\_\_\_\_

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_  
Department Name

**SUED  
REMOVED**  
*[Signature]*  
Inspection Services

**PENALTY FOR REMOVING THIS CARD**

Zoning Division  
Marge Schmuckal  
Zoning Administrator



Department of Urban Development  
Joseph E. Gray, Jr.  
Director

## CITY OF PORTLAND

Francis Delano  
4 Newton Street  
Portland, ME 04103

September 23, 1999

RE: 4 Newton Street - 337-c-069 - B-1 zone

Dear Francis Delano,

I am in receipt of your sign application at 4 Newton Street. Your permit application is being denied as proposed. Off-premise signs are not allowed in the City of Portland. Your application shows advertising for another business use at a different location. This is not allowed.

If you wish to redesign your sign for your business on the premises, I will be glad to do a second review of your proposal. Please also note that since this is a corner lot, there are special height provisions for signs. Any sign located in a triangular area created by extending 25 feet in both directions from the point of the corner (at curb line), a sign shall be no taller than 3.5 feet in height. Your sign permit shows that this sign will be 5 feet in height. You need to revise your plans to either move your sign or to lower it to meet the provisions of the ordinance.

Again, your permit cannot be issued as submitted. Your permit will be on hold for not more than 60 days if we do not receive a revised plan from you in the mean time.

Very truly yours,

Marge Schmuckal  
Zoning Administrator

cc: file

BUILDING PERMIT REPORT

DATE: 20 Sept. 99

ADDRESS: 4 Newton St.

CBL: 337-C-069

REASON FOR PERMIT: Signage

BUILDING OWNER: Francis Delano

PERMIT APPLICANT: /Contractor SAO

USE GROUP: Signage CONSTRUCTION TYPE:

The City's Adopted Building Code (The BOCA National Building Code/1996 with City Amendments)
The City's Adopted Mechanical Code (The BOCA National Mechanical Code/1993)

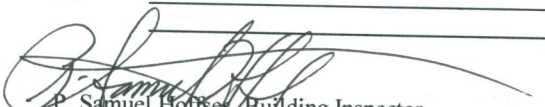
CONDITION(S) OF APPROVAL

This permit is being issued with the understanding that the following conditions are met: \*1, \*34

Approved with the following conditions:

- 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.
3. (A 24 hour notice is required prior to inspection) ALL LOT LINES SHALL BE CLEARLY MARKED BEFORE CALLING.
4. 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.
5. Waterproofing and dampproofing shall be done in accordance with Section 1813.0 of the building code.
6. Precaution must be taken to protect concrete from freezing. Section 1908.0
7. 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.
8. 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.
9. All chimneys and vents shall be installed and maintained as per Chapter 12 of the City's Mechanical Code.
10. Sound transmission control in residential building shall be done in accordance with Chapter 12, Section 1214.0 of the City's Building Code.
11. 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.
12. Headroom in habitable space is a minimum of 7'6". (Section 1204.0)
13. 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)
14. The minimum headroom in all parts of a stairway shall not be less than 80 inches. (6'8") 1014.4
15. 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.

16. Each apartment shall have access to two (2) separate, remote and approved means of egress. A single exit is acceptable when it exits directly from the apartment to the building exterior with no communications to other apartment units. (Section 1010.1)
17. All vertical openings shall be enclosed with construction having a fire rating of at least one (1) hour, including fire doors with self closer's. (Over 3 stories in height requirements for fire rating is two (2) hours.) (Section 710.0)
18. The boiler shall be protected by enclosing with (1)hour fire rated construction including fire doors and ceiling, or by providing automatic extinguishment. (Table 302.1.1)
19. All single and multiple station smoke detectors shall be of an approved type and shall be installed in accordance with the provisions of the City's Building Code Chapter 9, Section 920.3.2 (BOCA National Building Code/1996), and NFPA 101 Chapter 18 &19. (Smoke detectors shall be installed and maintained at the following locations):
  - In the immediate vicinity of bedrooms
  - In all bedrooms
  - In each story within a dwelling unit, including basements
 In addition to the required AC primary power source, required smoke detectors in occupancies in Use Groups R-2, R-3 and I-1 shall receive power from a battery when the AC primary power source is interrupted. (Interconnection is required) Section 920.3.2.
20. A portable fire extinguisher shall be located as per NFPA #10. They shall bear the label of an approved agency and be of an approved type. (Section 921.0)
21. The Fire Alarm System shall maintained to NFPA #72 Standard.
22. The Sprinkler System shall maintained to NFPA #13 Standard.
23. All exit signs, lights and means of egress lighting shall be done in accordance with Chapter 10 Section & Subsections 1023.0 & 1024.0 of the City's Building Code. (The BOCA National Building Code/1996)
24. Section 25-135 of the Municipal Code for the City of Portland states, "No person or utility shall be granted a permit to excavate or open any street or sidewalk from the time of November 15 of each year to April 15 of the following year".
25. The builder of a facility to which Section 4594-C of the Maine State Human Rights Act Title 5 MRSA refers, shall obtain a certification from a design professional that the plans commencing construction of the facility, the builder shall submit the certification the Division of Inspection Services.
26. Ventilation shall meet the requirements of Chapter 12 Sections 1210.0 of the City's Building Code. (Crawl spaces & attics).
27. All electrical, plumbing and HVAC permits must be obtained by a Master Licensed holders of their trade. **No closing in of walls until all electrical (min.72 hours notice) and plumbing inspections have been done.**
28. All requirements must be met before a final Certificate of Occupancy is issued.
29. All building elements shall meet the fastening schedule as per Table 2305.2 of the City's Building Code (the BOCA National Building Code/1996).
30. Ventilation of spaces within a building shall be done in accordance with the City's Mechanical Code (The BOCA National Mechanical Code/1993). (Chapter M-16)
31. Please read and implement the attached Land Use Zoning report requirements.
32. Boring, cutting and notching shall be done in accordance with Sections 2305.4.4, 2305.5.1 and 2305.5.3 of the City's Building Code.
33. Glass and glazing shall meet the requirements of Chapter 24 of the building code.
34. All signage, shall be done in accordance with Section 3102.0 signs of the City's Building Code, (The BOCA National Building Code 1996).
35. \_\_\_\_\_
36. \_\_\_\_\_
37. \_\_\_\_\_
38. \_\_\_\_\_

  
 P. Samuel Hoffses, Building Inspector  
 cc: Lt. McDougall, PFD  
 Marge Schmuckal, Zoning Administrator

PSH 7/24/99

**\*\*On the basis of plans submitted and conditions placed on these plans any deviations shall require a separate approval.**

**City of Portland, Maine - Building or Use Permit Application** 389 Congress Street, 04101, Tel: (207) 874-8703, FAX: 874-8716

Location of Construction: **4 Newton St.	04103	Owner: **Francis Delano	Phone: 883-5798	Permit No:
Owner Address: SAA Francis Delano	Address: 12 Mill Brook Rd. Scarborough, ME	Lessee/Buyer's Name:	Phone: 04074	Permit Issued:
Past Use: Commercial	Proposed Use: Same	COST OF WORK: \$ 0	PERMIT FEE: \$ 36.40	Zone: <u>B-1</u> CBL: 337-C-069
Proposed Project Description: Remove existing sign attached to the building & put up a new stand alone sign.	FIRE DEPT. <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <u>B00996</u> Type: <u>Hoffman</u> Signature: <u>Hoffman</u>	Signature: _____	Zoning Approval:
Permit Taken By: SP	Date Applied For: August 30, 1999	Signature: _____	Date: _____	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"/>

**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

\*\*\*Send To: Francis Delano  
4 Newton St.  
Portland, ME 04103

**Zoning Appeal**

Variance  
 Miscellaneous  
 Conditional Use  
 Interpretation  
 Approved  
 Denied

**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: 9-14-99 PHONE: \_\_\_\_\_

**RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE** \_\_\_\_\_ PHONE: \_\_\_\_\_

**HIS 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 order to expedite the processing of your application in the quickest possible manner, please complete the information below for a Building or Use Permit.

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.

X 4 Newton St. Portland, Maine 04103

Address of Construction (include Portion of Building):		60 in. from ground to TOP	
Footage of Proposed Structure	48x96	Square Footage of Lot	107x50 = 5350
Map's Chart, Block & Lot Number	337 Block# C Lot# 069	Owner:	Francis J. Delano Telephone#: 883-579
Address:	4 Newton St Portland, ME 04103	Lessee/Buyer's Name (If Applicable)	Cost Of Work: \$ 900. Fee: \$ 364
Project Description: (Please be as specific as possible) Remove Existing sign attached to the building & put up a new stand alone sign.			
Name, Address & Telephone		Rec'd By	
Name: Francis Delano 883-5798 12 Mill Brook Rd Scarborough 04074		04074	
		Proposed Use: Advertise business	

Separate permits are required for Internal & External Plumbing, HVAC and Electrical installation. 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. Electrical Installation must comply with the 1996 National Electrical Code as amended by Section 6-Art III. C(Heating, Ventilation and Air Conditioning) installation must comply with the 1993 BOCA Mechanical Code. 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

Major site plan review will be required for the above proposed projects. The attached 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.

The 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 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 inspect for compliance with the provisions of the codes applicable to this permit.

Name of applicant:	Susan Chaud	Date:	5/3/99
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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



← E

W →

Forest Ave

Newton Street

107 FT

Delano Driveway

Sign

20 ft

Plans for new sign

0.5

26

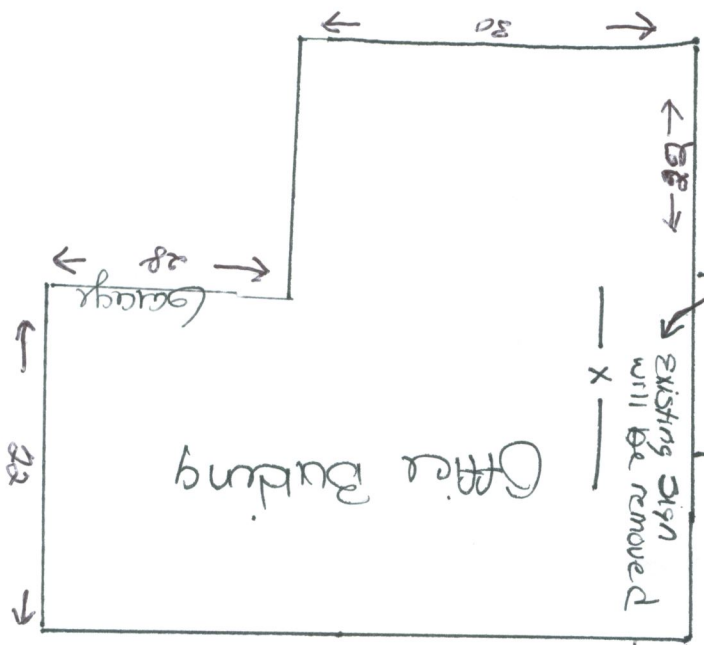
30

Existing sign will be removed

71

Private Driveway

sign 57 ft Ground 4 ft high sign 14



107 x 50 size of lot

### SIGNAGE PRE-APPLICATION

PLEASE ANSWER ALL QUESTIONS

RESS: 4 Newton St. Portland, ME ZONE: ?

PER: Francis G. Delano (Building only) <sup>04103</sup>

PLICANT: Susan C. Char d

ESSOR NO. \_\_\_\_\_

PLEASE CIRCLE APPROPRIATE ANSWER

LE TENANT LOT?  YES  NO

MULTI-TENANT LOT? YES  NO

STANDING SIGN? (ex. Pole Sign)  YES  NO

DIMENSIONS 48x96 HEIGHT 60 In.

MORE THAN ONE SIGN? YES  NO

DIMENSIONS \_\_\_\_\_ HEIGHT \_\_\_\_\_

ATTACHED TO BLDG.? YES  NO

DIMENSIONS \_\_\_\_\_

MORE THAN ONE SIGN? YES  NO

DIMENSIONS \_\_\_\_\_

ING: YES  NO  IS AWNING BACKLIT? YES  NO  HEIGHT OFF SIDEWALK 60 In.

THERE ANY MESSAGE, TRADEMARK OR SYMBOL ON IT? 2 Businesses will be listed on sign (see attached)

ALL EXISTING SIGNAGE AND THEIR DIMENSIONS: On building

Length - 4 x 4 width

ENANT BLDG. FRONTAGE (IN FEET): 26

\*\* REQUIRED INFORMATION

AREA FOR COMPUTATION

Post-It* Fax Note	7671	Date	# of pages ▶
To	<u>Paul Delano</u>	From	
Co./Dept	<u>Delano Assoc</u>	Co.	
Phone #		Phone #	
Fax #	<u>797 2731</u>	Fax #	

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.



**DELANO ASSOCIATES**  
**I N S U R A N C E**

• 4 NEWTON STREET •



**Risbara's Greenhouse**

Open April - October • 7 Days A Week

**RANDOLPH STREET**

INFORMATION REQUIREMENTS FOR SIGN PERMIT APPLICATION

Applicants for a sign permit will be asked to submit the following information to the Code Enforcement Office:

- Proof of insurance - Dig Safe called 5/99 - all utilities come in approved. My dig safe # is 19991808358
- Letter of permission from the owner - legal atty 5/4/99

A sketch plan of 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)

Indicate on the plan all existing and proposed signs

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). - from sign co.

Certificate of flammability required for awning/canopy at time of application. n/a

UL # required for lighted signs at the time of application. ?

for permit - \$25.00 plus \$0.20 per square foot

cost of sign = 730.00

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 after changes to signage on the property. In such an instance, applicants will be required to submit information applicable to the new sign.

*March 18, 1999*

*City of Portland  
Portland, Maine 04101*

*Re: Sign Permission location 4 Newton St Portland, Me*

*To Whom it May Concern,*

*I, Francis J. Delano owner of the commercial building located at 4 Newton Street  
Portland, Maine 04103 give my permission to Susan C. Chard owner of the business  
located at 4 Newton Street to put a free standing sign on the property. This sign will  
replace the current sign that is attached to the building.*

*Sincerely,*

A handwritten signature in cursive script that reads "Francis J. Delano". The signature is written in dark ink and is positioned below the word "Sincerely,".

*Francis J. Delano*

PRODUCER

Delano Associates  
PO Box 6810  
Portland, ME 04101

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.

COMPANIES AFFORDING COVERAGE

COMPANY A Concord Group

INSURED

Delano Associates Inc DBA Delano Associates  
4 Newton ST  
Portland, ME 04103

COMPANY B

COMPANY C

COMPANY D

COVERAGES

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b>	Z300227	1/1/99	1/1/00	GENERAL AGGREGATE \$
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY \$
	<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$
					MED EXP (Any one person) \$
	<b>AUTOMOBILE LIABILITY</b>				COMBINED SINGLE LIMIT \$
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE \$
	<input type="checkbox"/> HIRED AUTOS				
	<input type="checkbox"/> NON-OWNED AUTOS				
	<b>GARAGE LIABILITY</b>				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY:
					EACH ACCIDENT \$
					AGGREGATE \$
	<b>EXCESS LIABILITY</b>				EACH OCCURRENCE \$
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE \$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>				WC STATUTORY LIMITS OTH-ER
	THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				EL EACH ACCIDENT \$
					EL DISEASE - POLICY LIMIT \$
					EL DISEASE - EA EMPLOYEE \$
	<b>OTHER</b>				
	\$5,000 Sign Coverage				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER

City of Portland  
389 Congress St.  
Portland, Maine 04101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL \_\_\_\_\_ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Susan Chaud*