# PERMIT LETTER

**Permit Date: 9/15/2025**

**Parcel Number:** 14063089

**Permit Number:** S25-000017

**Parcel Owner:** CONGRESS & MAIN LLC

**Permit Type:** New Sign

**Parcel Address:** 93-99 NO MAIN ST St Albans City, VT 05478

**Project Summary:** Permit- New wall sign, Cafe Monette- 97 North Main Street

**Decision:** Approved

**Conditions:**

1. The application and submittals for the above referenced project have been reviewed and the permit is **APPROVED. This approval applies only to the information listed on the drawings and specifications that have been submitted.**
2. The Permit Placard shall be displayed on the subject premises and be clearly visible from a public way. Notice shall be displayed at the time of application and shall not be removed until after the appeals expiration date or until the project is completed, whichever is longer
3. In addition to periodic inspections, a final inspection may be required.
4. This project shall adhere to all Land Development Regulations.
   a. Approved per submitted specifications
5. This project shall adhere to all Board Conditions.
   a. NA

This permit does not satisfy the requirements of the state. You must contact the state permitting specialist to determine those requirements.

This permit expires after 9/9/2026 If you have any questions or if I can be of further assistance, please contact me at 802-524-1500 ext *262 or s.bennett@stalbansvt.com.

Sara Bennett
**Property Services**

September 15, 2025
**Date**

SAINT ALBANS
Vermont

**PERMIT NO: S25-000017**

## City of St. Albans
## Certificate of Posting

The municipality shall fulfill all posting requirements listed below, while the applicant shall be responsible for all of the following postings, as part of the permit application requirements:

**Posting of Notice of Permit** (24 V.S.A. § 4449 and Section 905 of the City of St. Albans Zoning Bylaws)

- The applicant shall post the notice of permit, on the form prescribed by the town, within view from the public right of way most nearly adjacent to the subject property, until time for appeal has passed.

  **Date of Posting:** 9/19/2025

  **Location:** 93-99 NO MAIN ST, St Albans City, VT 05478

**CERTIFICATION:**
I, the undersigned, attest that I have completed the posting and notice requirements listed above, and fully understand and assume all responsibility, as part of my permit / permit application requirements, to properly post and maintain this notice for the required time period. Failure to do so may void my permit.

Chip Sauve — 9/19/2025

Applicants' Signature — Date

Permit No. S25-000017

# SAINT ALBANS
*Vermont*

***PERMIT APPLICATION for SIGNS***
***under the CITY OF SAINT ALBANS LAND DEVELOPMENT REGULATIONS***

**Applicant(s)** City of St. Albans **Daytime Phone** _____

**Landowner(s)** City of St. Albans **Daytime Phone** _____

**Mailing Address** 100 N. Main St **Parcel ID #** 14063089

**Parcel Address** 97 North Main St **Zoning District** B1 **Design District** DR1

**Email:** c.sawyer@stalbansvt.com

**Please Note: A Sign Permit is also required for the Relocation of an Existing Sign**

| | |
|---|---|
| X | New Sign |
| | Relocation of Existing Sign |

**Type of Sign** ***(descriptions and regulations on other side)***

| | | | |
|---|---|---|---|
| | Banner[a] | X | Projecting |
| | Building Marker | | Sandwich Board[d] |
| | Canopy[b] | | Suspended |
| | Flag | | Temporary: Primary |
| | Freestanding | | Temporary: Accessory |
| | Home Occupation | X | Wall |
| | Incidental[c] | | Window |
| | Marquee | | Other _____ |

**Description of Sign**

| | |
|---|---|
| Total Sign Area *(all faces of sign)*: 24.2 | sq.ft. |
| Height *(ground to bottom of sign)*: | ft. |
| Sign Materials: steel frame, composite panels | |
| Sign Colors: Black and ~~Silver~~ Gold | |
| Lighting *(circle one)*: Yes (No) | |
| If Yes, Describe Lighting: | |
| | |
| | |

**The Following MUST Accompany this Application**

| | |
|---|---|
| | Photograph of the property, all adjacent properties, including across the street |
| | Scaled drawing of proposed sign |
| | Clear indication of where the sign will be placed |
| | Color samples |
| | Inventory of existing signs (photos of all existing signs) |

***Fees for an approved application are non-refundable.*** ****After the fact: $100***

**Fees**

| | |
|---|---|
| Permanent Sign: $50.00* | |
| Temporary Sign: $25.00* | |
| | |
| City Clerk Recording Fee: $15.00 | |
| Records Management Fee: $12.00 | |
| Total | Waived |
| Check # _____ or Cash Date _____ | |

**I certify the submitted information to be true and accurate.**

**Signature of Applicant:** _____ **Date:** 9/10/2025

**Signature of Landowner:** _____ **Date:** 9/10/2025

**APPEAL:** You have the right to appeal this decision to the City of St. Albans Development Review Board (City of St. Albans Zoning Regulations Sect 905.1 A) within 15 days of the date of the decision. **EXPIRATION:** An approved permit shall expire within six (6) months from the date of such approval unless the sign is erected. The applicant may request a six (6) month administrative extension of the sign permit. (City of St. Albans Zoning Regulations Sect 517.2 (6))

FOR COMPLETION BY ADMINISTRATIVE OFFICER

1) Design Advisory Board Action: X N/A _____ Favorable _____ Unfavorable
2) Sign Permit: Approved: X Date Posted: 9/19/2025 Effective until 9/19/2026
Denied: ____ Comments: _____

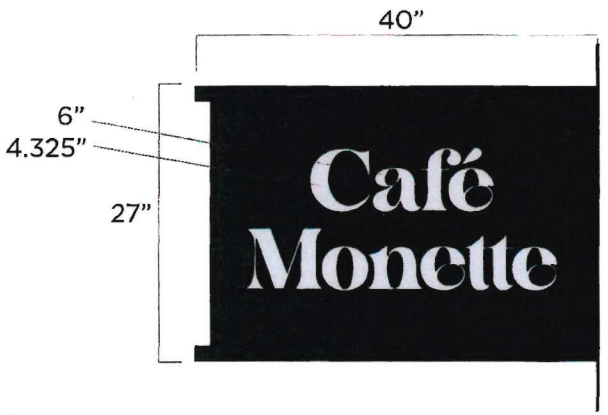
9/15/25 _____
Date of Action Administrative Officer

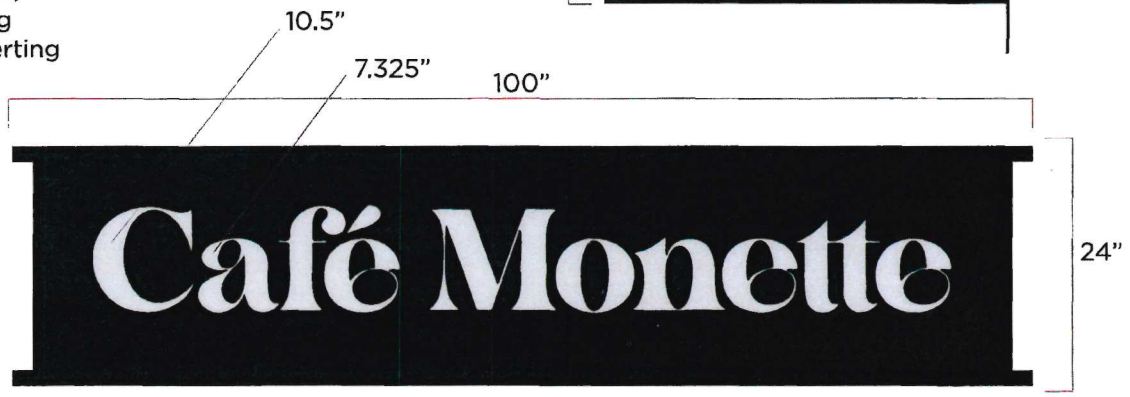
# JDDesign

**PROJECTING SIGN: 27" X 40" OR SIMILAR**
- STEEL FRAME / PRIMED PAINTED
- COMPOSITE PANELS WITH MATTE BLACK BACKGROUND
- HORIZONTAL BRUSHED ALUMINUM LETTERING
- EVERYTHING MECHANICALLY FASTENED
- COST INSTALLED: $3200 w/Aluminum Letterting
- COST INSTALLED: $3575 w/Stainless Steel Letterting

**PARALLEL SIGN: 24" X 100" OR SIMILAR**
- STEEL FRAME / PRIMED PAINTED
- COMPOSITE PANELS WITH MATTE BLACK BACKGROUND
- HORIZONTAL BRUSHED ALUMINUM LETTERING
- EVERYTHING MECHANICALLY FASTENED
- MOUNTING TO EXTERIOR STEEL (METHOD TBD)
- COST INSTALLED: $3750 w/Aluminum Letterting
- COST INSTALLED: $4150 w/Stainless Steel Letterting

Total Cost Installed: $6950 - $7725




*70% DUE UP FRONT, REMAINDER DUE UPON COMPLETION OF INSTALL*

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**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. JDDesign is authorized to perform work as specified. Payment will be made as outlined above Interest and attorney's fees will be the responsibility of the client for the collection of non-payment. JDDesign reserves the rights to use photographs of the work for advertising purposes as well as reserves all rights to any original graphic design, artwork and the sign design itself.

JDDesign _____ Date **9/10/25**

Client Signature _____ Date 9/10/25

PO Box 161, Montgomery Center, VT justin@jddesignvt.com 802.734-3060

SHOWN CLOSE TO SCALE


PO Box 161, Montgomery Center, VT justin@jddesignvt.com 802.734-3060

# PUBLIC NOTICE

PER CITY OF ST. ALBANS LAND DEVELOPMENT REGULATIONS

**Address:** 97 North Main St.

**Applicant:** City of St. Albans

**Project Description:** New Signs

1 Wall & 1 Projecting

☒ ***Permit / Approval***

**Type:** S25-000017

**Date Issued:** 9/19/2025

**Appeal by:** 10/4/2025

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☐ ***Public Hearing Notice***

**Date / Time:** _____

**Place:** _____

**Purpose:** _____

**FOR MORE INFORMATION, CONTACT:**

PLANNING & PERMITTING ADMINISTRATOR, CITY OF ST. ALBANS, PO BOX 867, 100 NO. MAIN ST., ST. ALBANS, VT 05478, PHONE: 802-524-1500 X 262

EMAIL: INFO@STALBANSVT.COM

WEB: WWW.STALBANSVT.COM/PLANNING

**Applicant:** **This notice shall be displayed on the subject premises and be clearly visible from the public way. Notice shall be displayed at the time of application and shall not be removed until after the appeals expiration date.**

Sara Bennett

**ADMINISTRATIVE OFFICIAL**

CITY OF SAINT ALBANS Vermont

VERMONT LAND USE Education & Training Collaborative