



PORTLAND MAINE

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*Jeff Levine, AICP, Director
Marge Schmuckal, Zoning Administrator*

October 2, 2012

Hinda Hassan
Safari
30 Washington Avenue
Portland, ME 04101

Re: 30 Washington Avenue – 013 F007 – B-2b Community Business Zone – Sign Permit required

Dear Ms. Hassan,

This letter is a follow up to a voicemail I left for you on September 9, 2012 at the 773-1008 number. It has come to the attention of our office that you have changed the name on the sign at your business at 30 Washington Avenue to Safari. Under the ordinance, a sign permit must be applied for even when an existing sign is modified [section 14-368(b)]. This includes even just changing the panel in an existing sign when the name of the business is changed.

You need to bring your property into compliance by applying for a sign permit to permit the sign that you now have. You have fourteen days from the date of this letter to apply for a permit. I have enclosed a sign permit application. Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado
Zoning Specialist
(207) 874-8709

Cc. file