



Permitting and Inspections Department
Michael A. Russell, MS, Director

Sidewalk Sign Permit Application

Project Address: 334 Fore St Tax Assessor's CBL: 029 C003 001
Chart # Block # Lot #

Owner Name: Peter Cobsworth Port City Phone: (207) 831-0735
 Address: P.O. Box 10563 Portland Me Email: _____

Lessee (if applicable): Kathleen Wentworth@Innovation Phone: (207) 775-0552
 Address: 334 Fore St Portland Me Email: nattalottafarm@yahoo.com

Contractor Name: M. B. Stevens Painting Phone: (207) 504-2603
 Address: 11 Notta Lane Topsham Me Email: _____

Current Property/Tenant Use: Hair Salon Is this a new use? Yes No

Sign Information:

This is a (select one): Single listing sign Multiple listing sign

Proposed dimensions:
 Length: 29.5"
 Width: 15.75"
 Height: 40"

Distance from tenant's entrance: 8' Distance from other side walk signs: 20'

The sign is wooden w/Chalkboard

The following information should be submitted electronically to the Permitting and Inspections Department:

- Completed Sidewalk Sign Permit Application form
- Certificate of liability insurance
- Drawing or picture of proposed signage and existing building with dimensions and design
- Plot plan showing structures, tenant entrance, proposed location of sign and dimensions around the sign

Photos

The Permitting and Inspections Department may request additional information prior to the issuance of a permit. For further information, visit us on-line at <http://portlandmaine.gov/1728/Permitting-Inspections>, email permitting@portlandmaine.gov stop by Room 315, City Hall, or call 207-874-8703.

I hereby certify 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: Kathleen Wentworth Date: 11-15-17
This is a legal document and your electronic signature is considered a legal signature per Maine state law.

This is not a permit. You may not place any sign until the permit is issued.



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Electronic Signature and Fee Payment Confirmation

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

- Electronic check or credit card: portlandmaine.gov/payyourpermit
- Over the phone at (207) 874-8703
- Drop off to Room 315, City Hall
- Mail to:

**City of Portland
Permitting and Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101**

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. Work may not commence until permit is issued.

Applicant Signature: Kathleen Wentworth Date: 11-15-17

I have provided electronic copies and sent them on:

Date: 11-15-17

NOTE: All electronic paperwork must be delivered to permitting@portlandmaine.gov or with a thumb drive to the office.

If you or the property owner owes taxes or user charges on property within the City, payment arrangements must be made before a permit application is accepted.