



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

Signage /Awning Permit Application

Project Address: 111 Commercial St. Tax Assessor's CBL: 029 D003 001
Chart # Block # Lot #
 Owner Name: Blanchard Block LLC Phone: (207) 329-7281
 Address: PO Box 7626 Portland 04112 Email: scott@scottalindsey.com
 Lessee (if applicable): Simon Pearce US Inc Phone: (802) 230-2460
 Address: 109 Park Rd Windsor VT 05089 Email: john.lobb@simonpearce.com
 Contractor Name: N/A Phone: () -
 Address: _____ Email: _____

Building Information:

Exterior Length of façade of tenant space (ft): 30' Height of exterior façade (ft): 9'
 Lot frontage on street (ft): 67' This is a (select one): Single Tenant Lot Multi-Tenant Lot
(commercial st) If multi-tenant, this is a (select one): Ground floor unit Upper story unit
 Current specific use: Retail If vacant, prior use: _____
 Proposed use: Retail

Information on EXISTING signs that will remain:

Type (i.e. awning, freestanding sign, attached building sign)	For awnings only:		Dimensions of awning or sign (include length, width, and height, as applicable)	Height of awning or sign above the ground to its highest point	For freestanding signs - setback of closest point of sign to the nearest property line(s)
	Is there any symbol/lettering on awning? (Y/N - if Y, list the dimensions of the messaging)	Is awning backlit? (Y/N)			
<u>N/A</u>					

Information on PROPOSED signs:

Type (i.e. awning, freestanding sign, attached building sign)	For awnings only:		Dimensions of awning or sign (include length, width, and height, as applicable)	Height of awning or sign above the ground to its highest point	For freestanding signs - setback of closest point of sign to the nearest property line(s)
	Is there any symbol/lettering on awning? (Y/N - if Y, list the dimensions of the messaging)	Is awning backlit? (Y/N)			
<u>attached (above door)</u>			<u>72" W x 16" H</u>		

Please be sure to submit all information outlined in the Sign/Awning Application Checklist with your application.

The Permitting and Inspections Department may request additional information prior to the issuance of a permit. For further information, visit us online at www.portlandmaine.gov/1728/Permitting-Inspections.

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: [Signature] Date: 4/10/2017

Portland, Maine



Yes. Life's good here.

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Signage /Awning Permit Application Checklist

All of the following information shall be submitted:

- Signage/Awning Permit Application form
- Certificate of Liability listing the City as an 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.
- A copy of the signed lease or letter of permission from the property owner indicating the specific permissions granted and the tenant/space building frontage.
- A plan showing the specific locations of all existing and proposed signs:
 - For freestanding signs: the plan shall depict lot lines, buildings, driveways, abutting streets or rights of way, lengths of street frontages, and setbacks from freestanding signs to the nearest lot line.
 - For all other signs and awnings: the plan shall depict buildings, driveways, abutting streets or rights of way, and building façade dimensions. Photos or other documentation similar to a drawn plan are acceptable, provided that all required information is included.
- A drawing or photo of the proposed sign showing content, all dimensions, materials, source of illumination, details of anchoring and installation (e.g., attachment specifications, footing details for freestanding signs, etc.).
- Certificate of flammability is required for awnings, canopies or banners.
- A UL Classification Mark, found on the product, is required for illuminated signs at the time of final inspection.
- Photos of existing signage.

N/A

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**FAST TRACK ELIGIBLE PROJECTS
 SCHEDULE C**

Type of Work:

- One/two family garage, addition, or dormer with stamped plans
- Home occupation other than day care
- Commercial sign or awning
- Commercial exterior propane tank
- Retaining walls higher than 4 feet with stamped plans by a structural engineer
- Site work only (with approved site plan or does not trigger site plan review)

Zone: B3

- Shoreland zone? Yes No
- Stream protection zone? Yes No
- Historic district? Yes No
- Flood zone (if known)? Yes No

This information may be found on the city's online map portal at <http://click.portlandmaine.gov/gisportal/>

1. Setbacks to project:

- a. Front
- b. Rear
- c. Left side
- d. Right side
- e. Side street
- f. Other structures (for pools only)

Proposed Project	Ordinance Requirement

- 2. Lot coverage or impervious surface coverage (total after project):
- 3. Landscaped open space (R-6 zone only):
- 4. Height of structure:

I certify that:

- I have sufficient right, title and interest in the property.
- I will schedule my inspections, and the inspector may require changes to my structure if it does not meet local ordinances and state regulations.

Initials
JL
JL

Project Address: 111 Commercial Street
 Print Name: John Lobb, Simon Pearce US Inc. Date: 4/10/2017

Notice: The following activities under this schedule may require Site Plan review by the Planning & Urban Development Department:

- Commercial structural expansions, including concrete or other impervious pads
- Residential or commercial retaining walls
- Site work located in the shoreland zone or site work, such as grading, filling or clearing which requires Site Plan Review.

For more information, please contact planning@portlandmaine.gov or (207)874-8719.



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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 received.

Applicant Signature: _____

A handwritten signature in black ink, appearing to read "John L. L.", written over a horizontal line.

Date: _____

4/10/2017

I have provided electronic copies and sent them on: _____

Date: _____

4/10/2017

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

109 US-1 ALT

111 Commercial Street (@ Pearl Street)



Image capture: Oct 2016 © 2017 Google

Portland, Maine

Street View - Oct 2016

Existing Signage



Image capture: Oct 2016 © 2017 Google

Portland, Maine

Street View - Oct 2016

Description of Proposed Sign

Location: The proposed sign will be mounted above the front entrance of the space. There is currently a plywood sign for the previous tenant in this location.

Dimensions: The proposed sign will be 72" long by 16" high. This is slightly smaller than the existing sign, so that the extent of the sign will now fit completely within the granite header block. In other words, the sign will no longer extend down into the doorway.

Construction: The sign will be made of plywood, steel and aluminum. The backboard will be $\frac{3}{4}$ " plywood, painted a charcoal color. The plywood will be framed with steel angle iron to help prevent warping. The letters will be aluminum in a chrome finish.

Mounting: The sign will be mounted to the granite header with compression anchors designed for stone. The back of the sign will be approximately $\frac{1}{4}$ " away from the granite to allow moisture to pass between the sign and the granite.

Second Sign: The previous tenants had a beer keg sign suspended from a metal bracket at the corner of the building (which is the corner of Pearl and Commercial). We intend to use that sign bracket to hang a wooden carved sign, but we don't have the design finalized yet. We will need to submit a second sign permit. In the meantime we will remove the beer keg.

Rendering (approximate size)

