



Signage / Awning Permit Application

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement MUST be made before permits are accepted.

Location/Address: 9 Bulfinch St, Portland

Tax Assessor's Chart/Block/Lot (CBL)
 Chart: _____ Block: _____ Lot: _____
OWNER Name/Address: DAVE ACKLEY Telephone: 207-831-1180
Name: Steven Gredlich owner
Address: The Maine Center ME 04101
68 Commercial St., Portland **E-Mail:** _____

LEASEE/BUYER Info (if Applicable)
 Business Name: Casco Bay Architects LLC **CONTRACTOR**
 Business Name: Tony Taylor's
 Owner Name: Jennifer Swartz Contact: Home Hardiman Services
 Address: 68 Commercial St Address: 18 Gracville Rd, Buxton
 Phone: 207-400-6159 Phone: 207-478-4782 E-Mail: ataylor@833710.com
 E-Mail: jenswars@go1.com Awning Fee: \$ N/A
 Awning Fee = Cost of Work: \$ _____ (\$25/first \$1000; \$11 each additional \$1000) **TOTAL FEE:** \$ _____

Total S.F. signage: 16 sq ft
 (Sq Ft = 6 x \$2.00) \$ 32.00
 SF + \$25 Fee: \$ 25
 Historic (\$75): \$ N/A
 Awning Fee: \$ N/A

Who should we contact when the permit is ready: Name: Jennifer Swartz Phone: 207-400-6159
Address: owner Casco Bay Architects LLC 68 Commercial St, Portland ME E-Mail: jenswars@go1.com

Tenant/allocated building space frontage (in feet): Length: 40 ft Height: 34 feet
Lot frontage (in feet): 40 ft Single Tenant or Multi-Tenant Lot: Multi

Current Specific Use: Art gallery
If vacant, what was prior use: New Building
Proposed Use: _____

Information on proposed sign(s)

Freestanding (e.g. pole) sign? YES NO Dimensions: _____ ft X _____ ft; Height from grade: _____ feet

BLDG Wall Sign (attached to bldg.)? YES NO Dimensions: 2 ft X 8 ft

Proposed Awning: YES NO If yes, is awning backlit? YES NO

Height of awning _____ Length of awning _____ Depth of awning _____

Is there any communication, message, trademark or symbol on it? YES NO

If yes, total square footage of panels with communication, message, trademark or symbol on it: 16 sf

Information on existing and previously permitted signage:

Freestanding (e.g. pole) sign? YES NO Dimensions: _____ ft X _____ ft; Height from grade: _____ feet

BLDG Wall Sign (attached to bldg.)? YES NO Dimensions: _____ ft X _____ ft

Awning? YES NO total sq ft of panels with communication on it: _____ sf New Building

A site sketch and building sketch showing exactly where existing and proposed signage is located MUST be provided. Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information, visit us on-line at _____, stop by the Building Inspections Office, 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: [Signature] Date: July 15/15

Revised 04-01-2015 This is NOT a permit; you may not commence ANY work until the permit is issued