# Signage / Awning Permit Application

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 05/20/13
Planner: Ann Machado

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

**Location/Address:** 30 Milk Street Portland, ME 04101

**Tax Assessor's Chart/Block/Lot (CBL)**
Chart: 32 Block: F Lot: 9

**OWNER Name/Address:**
Name: Ocean Associates
Address: 42 Market St Portland ME 04101

**Telephone:** 207-774-1000
**E-Mail:** Kcianchette@Theregency.com

**LEASEE/BUYER Info (if Applicable)**
Savatteri Law Firm, P.C. subletting from Taylor, McCormick & Frame LLC

**CONTRACTOR**
Name: Joe Loring GraphX Signs
Address: 260 Middle Rd Cumberland, ME
Phone: 207 829-5063 E-Mail: graphxsigns@maine.rr.com

Total S.F. signage $ 2
(Sq Ft = .666 x $2.00)
SF + $30 Fee: $ 30
Historic ($75): $ 75.
Awning Fee: $ N/A
Awning Fee = Cost of Work: $ _____ ($30/first $1000; $10 each additional $1000)
**TOTAL FEE: $** 107.

**Who should we contact when the permit is ready:** Name: Stephanie Hampton Phone: 207-699-1304
Address 30 Milk Street / Savatteri Law Firm E-Mail: Stephanie@Savatterilawfirm.com

**Tenant/allocated building space frontage** (in feet): Length: 9.75' Height: 15'
Lot frontage (in feet): _____ Single Tenant or Multi-Tenant Lot: _____

**Current Specific Use:** Law Firm
If vacant, what was prior use: _____
Proposed Use: Law Firm

**Information on proposed sign(s)**
Freestanding (e.g. pole) sign? YES ☐ NO ☒ Dimensions proposed: _____(sf); Height from grade: 3 ft from sidewalk
BLDG Wall Sign (attached to bldg.)? YES ☒ NO ☐ Dimensions proposed: 16"x6" sf = .666 SF

**Proposed Awning:** YES ☐ NO ☒ If yes, is awning backlit? YES ☐ NO ☐
Heigth 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: _____ sf

**Information on *existing and previously permitted* signage:**
Freestanding (e.g. pole) sign? YES ☐ NO ☒ Dimensions proposed: ___ ft X ___ ft; Height from grade: ___
BLDG Wall Sign (attached to bldg.)? YES ☒ NO ☐ Dimensions proposed: 20" X 12"
Awning? YES ☐ NO ☒ total sq ft of panels with communication on it: _____ sf

**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 WWW.PORTLANDMAINE.GOV, 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:* Stephanie Hampton, J.D. *Date:* 5-17-2013

Revised 06/2012 **This is NOT a permit; you may not commence ANY work until the permit is issued**

paralegal