



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

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Approved with Conditions

08/29/2018

## Signage /Awning Permit Application

### Building Information:

Exterior Length of façade of tenant space (ft):	40ft	Height of exterior façade (ft):	20ft
Lot frontage on street (ft):	40ft	This is a (select one):	<input type="radio"/> Single Tenant Lot <input checked="" type="radio"/> Multi-Tenant Lot
		If multi-tenant, this is a (select one):	<input type="radio"/> Ground floor unit <input checked="" type="radio"/> Upper story unit
Current specific use:	Restaurant	If vacant, prior use:	
Proposed use:			

### 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)			

### 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)			
2 signs attached to building					
- lit sign at building corner			3 ft round, 4 in thick	16' - 8"	
- street no over entry gate			8"- 28" H x 7'-4" W	~9'	

#### I hereby certify the following:

- I am the Owner of record of the named property, or the owner of record authorizes the proposed work and I have been authorized by the owner to make this application as his/her authorized agent.
- I assume responsibility for compliance with all applicable statutes, codes, ordinances, rules and regulations.
- I understand that this application will not be reviewed for code compliance, and I certify that the proposed sign will be installed in accordance with the IBC 2009.
- I understand that if a Code Official determines that the sign has been installed in violation of any statute, code, or ordinance, that I am responsible for remedying the violation.
- 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: \_\_\_\_\_

Date: 7/2/2018

*This is a legal document and your electronic signature is considered a legal signature per Maine state law.*



Lastly, below is a copy of the email I sent re our lease allowing us to have a sign. Our landlord, Drew Swenson of Six City Center LLC, has also reviewed and approved the sign design.

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On Tue, Jul 10, 2018 at 6:13 PM, Cecile Y Stadler <[cecileyew@gmail.com](mailto:cecileyew@gmail.com)> wrote:

Attached please find my completed Signage Permit Application form for our new restaurant located at 3 Spring St in the 6 City Center block. I have checked with my landlord, Drew Swenson of Six City Center LLC, and our lease does permit us to have signage for the restaurant (see lease paragraph below).

From our lease --

Article V -- 5.01 (e) Lessee acknowledges that Lessor may approve and permit the first floor lessees from time to time to erect and maintain signs on or about the Building which are visible from outdoors and that the Lessor may from time to time erect and maintain signs to identify the Building; provided, however, that no such signs shall obstruct any window of the Premises. Any signs approved by Lessor shall be installed and maintained at Lessee's sole expense. Lessee has the permission to have limited and reasonable signs and displays in Lessee's windows, provided the same comply with all laws, ordinances and regulations.

I will check with my insurance to ensure we have liability coverage.

As this is a sign and not a build-out, I am assuming I do not have to have CAD drawing sheets with the submission. Please let me know if this is not the case or if you need further information.

Kind Regards,

Cecile Y Stadler, [cecile@88h.me.com](mailto:cecile@88h.me.com) | 207 299-2068 cell  
| Tao Yuan Restaurant | 22 Pleasant St, Brunswick, ME 04011 | 207 725.9002 | [tao-maine.com](http://tao-maine.com)  
| BaoBao Dumpling House | 133 Spring St, Portland, ME 04101 | 207 772.8400 | [baobao-maine.com](http://baobao-maine.com)  
| Lio Restaurant | 3 Spring St, Portland, ME 04101 | 207 808.7133 | [lio-maine.com](http://lio-maine.com)

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.