Signage / Awning Permit Application

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

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Location/Address: 575 Congress Street

Tax Assessor's Chart/Block/Lot (CBL)
Chart: 037 Block: A Lot: 045

Theresa Chan

OWNER Name/Address:
Name: 571 Enterprises LLC
Address: 138 Grant Road
Freeport, ME 04032

Telepho Date: 03/26/15
6/25/14

E-Mail:

LEASEE/BUYER Info (if Applicable)

CONTRACTOR
Name: Theresa Chan
Address: 575 Congress Street
Portland, ME
Phone: 406-0344 E-Mail: _____

Total S.F. signage $ 6.95
(Sq Ft = ___ x $2.00)
SF + $30 Fee: **$ 30**
Historic ($75): $ 75
Awning Fee: $ _____
TOTAL FEE: $ 111.95

Awning Fee = Cost of Work: $ _____ ($30/first $1000; $10 each additional $1000)

Who should we contact when the permit is ready: Name: Theresa Chan Phone: 207-406-0344
Address 575 Congress Street, Portland ME 04101 E-Mail: theresa@portlandempire.com

Tenant/allocated building space frontage (in feet): Length: 100 ft Height: 24 ft
Lot frontage (in feet): 100 ft Single Tenant or Multi-Tenant Lot: Single Tenant

Current Specific Use: Restaurant
If vacant, what was prior use: _____
Proposed Use: _____

Information on proposed sign(s)
Freestanding (e.g. pole) sign? YES ☐ NO ☑ Dimensions proposed: _____ Height from grade: _____
BLDG Wall Sign (attached to bldg.)? YES ☑ NO ☐ Dimensions proposed: 6ft x 7inch

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: _____ sf

Information on *existing and previously permitted* signage:
Freestanding (e.g. pole) sign? YES ☐ NO ☑ Dimensions existing: ___ X ___ Height from grade: _____
BLDG Wall Sign (attached to bldg.)? YES ☑ NO ☐ Dimensions existing: 36" X 10"
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: Theresa Chan *Date:* 6/26/14

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