

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: 939 CONGRESS ST. PORTLAND, ME. 04102	
Tax Assessor's Chart/Block/Lot (CBL)	OWNER Name/Address: PAUL HOOD Lot: 723 CONGRESS ST. Block: PORTLAND, ME. 04102
LEASEE/BUYER Info (if Applicable)	CONTRACTOR Name: MAINE BAY CANVAS Address: 53 INDUSTRIAL WAY PORTLAND, ME. 04103 Phone: 878-8888 E-Mail: MRCANVAS@MAINEAR.COM
Who should we contact when the permit is ready:	Name: DALE McNEILL Phone: 773-6481 E-Mail: THE INN @ MAINE, RR.COM
Tenant/allocated building space frontage (in feet): Length: 59'-0" Height: 43'-0" Lot frontage (in feet): Single Tenant or Multi-Tenant Lot: SINGLE	Current Specific Use: HOTEL If vacant, what was prior use: Proposed Use:
Information on proposed sign(s) YES <input type="checkbox"/> NO <input type="checkbox"/> Standing (e.g. pole) sign? YES <input type="checkbox"/> NO <input type="checkbox"/> BLDG Wall Sign (attached to bldg)? Dimensions proposed: (s): Height from grade: _____ sf If yes, is awning backlit? YES <input type="checkbox"/> NO <input type="checkbox"/> Length of awning _____ Is there any communication, message, trademark or symbol on it? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, total square footage of panels with communication, message, trademark or symbol on it: _____ sf	Information on existing and previously permitted signage: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Standing (e.g. pole) sign? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> BLDG Wall Sign (attached to bldg)? Dimensions proposed: ft X ft _____ Dimensions proposed: ft X ft _____ Dimensions proposed: ft X ft _____ Height from grade: _____ Awning? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> total sq ft of panels with communication on it: 192 sf
TOTAL S.F. signage \$ _____ (Sg Ft = _____ x \$2.00) SF + \$30 Fee: \$ 30 Historic (\$75): \$ _____ Awning Fee: \$ 100. TOTAL FEE: \$ 130.	Awning Fee = Cost of Work: \$11245- (S30/first \$1000; \$10 each additional \$1000) Phone: 878-8888 E-Mail: MRCANVAS@MAINEAR.COM

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 Lot frontage (in feet): Single Tenant or Multi-Tenant Lot: SINGLE

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

Information on proposed sign(s)
 YES NO Standing (e.g. pole) sign?
 YES NO BLDG Wall Sign (attached to bldg)?
 Dimensions proposed: (s): Height from grade: _____ sf
 If yes, is awning backlit? YES NO
 Length 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:
 YES NO Standing (e.g. pole) sign?
 YES NO BLDG Wall Sign (attached to bldg)?
 Dimensions proposed: ft X ft _____
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 Height from grade: _____
 Awning? YES NO
 total sq ft of panels with communication on it: 192 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: Dale McNeill
 Date: 4-18-13