



# 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

<b>Location/Address:</b> 470 Forest Ave			<b>Date:</b> 11/05/13
<b>Tax Assessor's Chart/Block/Lot (CBL)</b> Chart: _____ Block: _____ Lot: _____	<b>OWNER Name/Address:</b> Name: <u>First Maine prop</u> Address: <u>477 Congress St</u> <u>Portland ME 04101</u>	<b>Telepho:</b> 773-1998	<b>E-Mail:</b> N/A
<b>LEASEE/BUYER Info (if Applicable)</b> <u>Franklin American Mortgage Co</u> <u>501 Corporate Center Dr</u> <u>Franklin TN, 37067</u>	<b>CONTRACTOR</b> Name: <u>Burr Signs</u> Address: <u>40A Manson Libby Rd</u> <u>Scarborough, ME 04074</u> Phone: <u>846-7622</u> E-Mail: <u>mason@burrsigns.com</u>	Total S.F. signage \$ <u>108</u> (Sq Ft = ___ x \$2.00) SF + \$30 Fee: <b>\$ 30</b> Historic (\$75): \$ <u>0</u> Awning Fee: \$ <u>0</u> <b>TOTAL FEE: \$ 138</b>	
Awning Fee = Cost of Work: \$ _____ (\$30/first \$1000; \$10 each additional \$1000)			

**Who should we contact when the permit is ready:** Name: Burr Signs Phone: 846-7622  
Address 40A Manson Libby rd, Scarborough ME 04074 E-Mail: mason@burrsigns.com

**Tenant/allocated building space frontage (in feet):** Length: 107ft Height: 40ft  
Lot frontage (in feet): Dartmouth st- 154 ft & Forest Ave- 133ft Single Tenant or Multi-Tenant Lot: multi

**Current Specific Use:** Vacant  
If vacant, what was prior use: Image Set  
Proposed Use: Office space for Franklin American Mortgage Co.

**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: 15ftx3ft and 3ftx3ft (Face Replacement)

**Proposed Awning:**  
Height of awning N/A Length of awning N/A Depth of awning N/A  
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: N/A 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: 15ft X 36in 3 FT X 3 FT (Face replacement on 14)  
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](http://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: [Signature] Date: 11-28-13