



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

### Signage /Awning Permit Application

Project Address: 470 Forest Avenue Tax Assessor's CBL: \_\_\_\_\_  
Chart # \_\_\_\_\_ Block # \_\_\_\_\_ Lot # \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Lessee (if applicable): ACCENT ON WINDOWS Phone: (207) 772-1088

Address: 470 Forest Avenue Email: gaillerman@accentonwindows.net

Contractor Name: M&H SIGNS Phone: (207) 332-1231

Address: 4 Warren Ave., Suite 2, Westbrook ME, 04092 Email: Michael@madhenesigns.com

**Building Information:**

Exterior Length of façade of tenant space (ft): <u>20'</u>	Height of exterior façade (ft): <u>22'</u>
Lot frontage on street (ft): _____	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 type="radio"/> Upper story unit
Current specific use: <u>RETAIL</u>	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)			
<u>building sign</u>	<u>-</u>	<u>-</u>	<u>30" w x 36" h</u>	<u>13'</u>	<u>-</u>

Please be sure to submit all information outlined in the Sign/Awning Application Checklist with your application.

The Permitting and Inspections Department may request additional information prior to the issuance of a permit. For further information, visit us online at [www.portlandmaine.gov/1728/Permitting-Inspections](http://www.portlandmaine.gov/1728/Permitting-Inspections).

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: \_\_\_\_\_ Date: \_\_\_\_\_

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