



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:			Telephone:
Tax Assessor's Chart/Block/Lot (CBL)	OWNER Name/Address:		
Chart: Block: Lot:	<u>Northeast Air</u> <u>1011 Westbrook Street</u> <u>Portland Me 04102</u>		<u>207 774 6318</u>
LEASEE/BUYER Name (if Applicable)	CONTRACTOR name, address/phone	Total S.F. signage \$ <u>320</u>	
	<u>Burr Signs</u>	SF = <u>160</u> x \$2.00	
	<u>40A Manson Libby</u>	SF + \$30 Fee: \$ <u>30</u>	
	<u>Scarborough Me</u>	Historic (\$75): \$ _____	
	<u>04074</u>	Awning Fee: \$ _____	
Awning Fee = Cost of Work: \$ _____ (\$30/first \$1000; \$10 every other \$1000)			TOTAL FEE: \$ <u>350.</u>

Who should we contact when the permit is ready: Name: Mason Legendre Phone: 207 396 6111
Address _____

Tenant/allocated building space frontage (in feet): Length: 318 Height: 24
Lot frontage (in feet): _____ Single Tenant or Multi-Tenant Lot: _____

Current Specific Use: North east Air business
If vacant, what was prior use: _____
Proposed Use: _____

Information on proposed sign(s)

Freestanding (e.g. pole) sign? YES ___ NO ___ Dimensions proposed: _____ (sf); Height from grade: _____ sf
BLDG Wall Sign (attached to bldg.?) YES NO ___ Dimensions proposed: 160 sf

Proposed Awning:

Height of awning N/A 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 proposed: ___ ft X ___ ft; Height from grade: _____
BLDG Wall Sign (attached to bldg.?) YES NO ___ Dimensions proposed: ___ ft X ___ ft
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: [Signature] Date: 6/7/13



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Location/Address:			Telephone:
Tax Assessor's Chart/Block/Lot (CBL) Chart: Block: Lot:	OWNER Name/Address: <u>North east Air</u> <u>1011 Westbrook street</u> <u>Portland me 04102</u>	<u>207 7746318</u>	
LEASEE/BUYER Name (if Applicable)	CONTRACTOR name, address/phone <u>Burr signs</u> <u>40A mason libby Rd.</u> <u>Scarborough, me 04074</u>	Total S.F. signage \$ <u>180</u> SF= <u>90</u> x \$2.00 SF + \$30 Fee: \$ <u>30</u> Historic (\$75): \$ _____ Awning Fee: \$ _____	
Awning Fee = Cost of Work: \$ _____ (\$30/first \$1000; \$10 every other \$1000)		TOTAL FEE: \$ <u>210.</u>	

Who should we contact when the permit is ready: Name: Mason Legendre Phone: 207 396 6111
Address _____

Tenant/allocated building space frontage (in feet): Length: 318 Height: 24
Lot frontage (in feet): _____ Single Tenant or Multi-Tenant Lot: _____

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

Information on proposed sign(s)
Freestanding (e.g. pole) sign? YES ___ NO Dimensions proposed: _____ (sf); Height from grade: _____ sf
BLDG Wall Sign (attached to bldg.)? YES NO ___ Dimensions proposed: 90 sf

Proposed Awning: YES ___ NO If yes, is awning backlit? YES ___ NO ___
Height of awning n/a 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 proposed: ___ ft X ___ ft; Height from grade: ___
BLDG Wall Sign (attached to bldg.)? YES NO ___ Dimensions proposed: ___ ft X ___ ft
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.
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Signature of Applicant: [Signature] Date: 10/7/13