Inspections Division

Date: 10/24/13

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: 300 Rand Road, Portland ME

Tax Assessor's Chart/Block/Lot (CBL)	**OWNER Name/Address:**	**Telephone:**
Chart: Block: Lot:	Name: City of Portland	756-8019
249 A 1	Address: 389 Congress St., Portland, ME 04101	
	nrh@portlandmaine.gov	**E-Mail:**
LEASEE/BUYER Info (if Applicable)	**CONTRACTOR**	Total S.F. signage $ Waived
	Name: R.J. Grondin	(Sq Ft = ___ x $2.00)
	Address: 11 Bartlett Rd.	SF + $30 Fee: **$ 30**
	Gorham, ME 04038	Historic ($75): $
h.schneider@grondincontruction.com	Phone: 854-1147 E-Mail: Noted on left	Awning Fee: $
	Awning Fee = Cost of Work: $ ___ ($30/first $1000; $10 each additional $1000)	**TOTAL FEE: $** Waived per Jeff Levine

Who should we contact when the permit is ready: Name: Hannes Schneider at R.J. Grondin and Nelle Hanig Phone: 854-1147
Address 11 Bartlett Rd., Gorham, ME E-Mail: h.schneider@grondinconstruction.com

Tenant/allocated building space frontage (in feet): Length: ___ Height: ___
Lot frontage (in feet): 977 Single Tenant or Multi-Tenant Lot: Multi-Tenant Lot

Current Specific Use: Business Park, Portland Technology Park
If vacant, what was prior use: ___
Proposed Use: ___

Information on proposed sign(s)
Freestanding (e.g. pole) sign? YES [✓] NO [ ] Dimensions proposed: 7'6" x 5' Height from grade: 8'
BLDG Wall Sign (attached to bldg.)? YES [ ] NO [ ] Dimensions proposed: ___

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: ___ X ___
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: Nelle Hanig *Date:* 9/27/13

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