



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: 55 RIVERSIDE ST		
Tax Assessor's Chart/Block/Lot (CBL) Chart: 266A003001 Block: 266-A-3 Lot:	OWNER Name/Address: Name: ENI RIVERSIDE ST, LLC Address: 1700 SHAWMEEEN ST and FAR. TEWKSBURY MA 01876	Telephone: 978-640-1100
LEASEE/BUYER Info (if Applicable) Business Name: RIVERSIDE MOBIL Owner Name: ENI RIVERSIDE ST LLC Address: 55 RIVERSIDE ST Phone: 978-640-1100 E-Mail:	CONTRACTOR Business Name: NH SIGNS Contact: BILL CLARK Address: 60 OLD DERRY RD LONDONBERRY NH Phone: 603-437-1200 x309 E-Mail: LONDONBERRY NH	Total S.F. signage _____ (Sq Ft = ___ x \$2.00) \$ _____ SF + \$25 Fee: \$ 25 Historic (\$75): \$ _____ Awning Fee: \$ _____ TOTAL FEE: \$ _____
Awning Fee = Cost of Work: \$ _____ (\$25/first \$1000; \$11 each additional \$1000)		

Who should we contact when the permit is ready: Name: DON BOOTH Phone: 603-682-1602
Address: 60 OLD DERRY RD LONDONBERRY NH 03053 E-Mail: PERMITNOW@GMAIL.COM

Tenant/allocated building space frontage (in feet): Length: 30 Height: 15
Lot frontage (in feet): 225' Single Tenant or Multi-Tenant Lot: SINGLE

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

Information on proposed sign(s)
Freestanding (e.g. pole) sign? YES NO
BLDG Wall Sign (attached to bldg.?) YES NO
Dimensions: _____ ft X _____ ft; Height from grade: 28 feet

Proposed Awning: GAS CANOPY YES NO
Height of awning 20' Length of awning 102' Depth of awning 36'
If yes, is awning backlit? YES NO CHANNEL LETTERS ILLUMINATED
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: 27.32 sf 29" x 96" LETTERS X 2 TOTAL = 54.62 SF

Information on existing and previously permitted signage:
Freestanding (e.g. pole) sign? YES NO TOTAL FREE STANDING SF EXISTING = 11425
BLDG Wall Sign (attached to bldg.?) YES NO
Dimensions: _____ ft X _____ ft; Height from grade: 28 feet
Awning? YES NO Dimensions: 2 ft X 8 ft X 2 SIGNS
total sq ft of panels with communication on it: 54' sf x 2 SIDES = 108 SF TOTAL

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] NH SIGNS Date: 7/27/15