



# SIGN PERMIT APPLICATION

## CODES ENFORCEMENT OFFICE

85 UNION STREET  
BRUNSWICK, MAINE 04011  
(207) 725-6651 FAX (207) 725-6663

### For Office Use

Appl # \_\_\_\_\_  
Date \_\_\_\_\_  
MAP \_\_\_\_\_ LOT \_\_\_\_\_  
Total sign area \_\_\_\_\_  
Fee \_\_\_\_\_  
PAID:

**BUSINESS NAME & ADDRESS OF SIGNAGE** **VILLAGE REVIEW OVERLAY DISTRICT:**  YES  NO

<b>APPLICANT</b>  NAME  ADDRESS  CITY, STATE, & ZIP  TELEPHONE  MAIL PERMIT TO: <input type="checkbox"/> APPLICANT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> OWNER	<b>OWNER</b> <input type="checkbox"/> SAME AS APPLICANT  NAME  ADDRESS  CITY, STATE & ZIP  TELEPHONE
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Type of Sign (pole, monument, wall, awning, projecting directory, other)	Sign Dimensions (length, width and height as applicable)	Sign Area (square feet)	Attached to Building?	Illuminated? (if yes, electrical permit required)
1.			Yes    No	Yes    No
2.			Yes    No	Yes    No
3.			Yes    No	Yes    No
4.			Yes    No	Yes    No

**Pertinent information relative to signs listed above:**

**For POLE Signs:** Distance from the ground to the top of the sign: \_\_\_\_\_ ft.

**For MONUMENT Signs:** Distance from the ground to the top of the sign: \_\_\_\_\_ ft.

**For WALL Signs:** Area of principal façade \_\_\_\_\_ sq. ft.  
Will sign installation protrude above roof line? Yes / No  
Will sign cover any windows, doors or architectural detailing? Yes / No

**For AWNING Signs:** Identify area of front face of awning \_\_\_\_\_ sq. ft.

**For PROJECTING Signs:** Distance from ground to bottom of sign \_\_\_\_\_ ft.  
Will sign be installed above the first story? Yes    No

**For DIRECTORY Signs:** How will sign be mounted? Ground  Poles  Wall  Projecting

Identify current use of property: \_\_\_\_\_

Are you proposing a new use of the property? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, describe the use: \_\_\_\_\_

**NOTE: ALL SIGNS SHALL BE INSTALLED WITHIN THE PROPERTY'S BOUNDARIES.**

On a separate sheet of paper, please show a sketch of the sign labeled with dimensions, materials, type of lighting and the information displayed on the sign. List all types of signage presently on the premises indicating dimensions, name of business and whether the signs will be removed or replaced by other signage or altered in any way.

**APPLICANT SIGNATURE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SIGN FEE : \$25.00 per sign**

*Area below to be completed by the Code Enforcement Officer*

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**SIGN PERMIT APPLICATION COMPLIANCE WITH ZONING STANDARDS**

This is to certify that the sign permit application submitted by \_\_\_\_\_

relating to property designated on tax map # \_\_\_\_\_ and lot # \_\_\_\_\_ has been reviewed by the Code Enforcement Officer and has been found to be in compliance with applicable zoning standards.

Comments:

Signed: \_\_\_\_\_

*Code Enforcement Official*

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