



SIGN PERMIT APPLICATION

CODE ENFORCEMENT OFFICE

33 Market Square
South Paris, ME 04281
(207) 743-2501 FAX (207) 743-6718

For Office Use

Appl # _____
Date _____
MAP _____ LOT _____
Total sign area _____
Fee _____
PAID: ☐

BUSINESS NAME & ADDRESS OF SIGNAGE

APPLICANT

NAME

ADDRESS

CITY, STATE, & ZIP

TELEPHONE

MAIL PERMIT TO: ☐ APPLICANT ☐ CONTRACTOR ☐ OWNER

OWNER

☐ SAME AS APPLICANT

NAME

ADDRESS

CITY, STATE & ZIP

TELEPHONE

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 <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Pertinent information relative to signs listed above:

TOTAL COST OF ALL SIGNS \$ _____

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: \$20.00 per sign

Area below to be completed by the Code Enforcement Officer

SIGN PERMIT APPLICATION COMPLIANCE WITH SIGN PERMIT 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 sign permit standards.

Comments:

Signed: _____

Code Enforcement Official

Date: _____