



# Community Development Code Division

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GORHAM MUNICIPAL CENTER, 75 South Street, Gorham, ME 04038

Tel: 207-222-1605

<b>APPLICATION: SIGN PERMIT</b>					<b>FEES FOR PLAN REVIEW</b>		<input type="checkbox"/> \$50.00/ per sign Number of Signs Requested:		PERMIT # _____ Total Amount Paid \$ _____		
<b>PROPERTY OWNER/ ADDRESS</b>		Parcel ID Office Use	Map	Lot	Zoning District				Date: _____		
		Physical Address FOR SIGN		NAME _____ ADDRESS _____							
<b>BUSINESS INFORMATION NAME/ OWNER</b>											
<b>APPLICANT/AGENT SIGN COMPANY INFORMATION</b>		Name							MAILING ADDRESS BELOW		
		Phone									
		Fax									
		Email									
		Please show the text (words) for the sign requested below									
		Sign COST =									
<b>SIGN TYPE</b>		Sign Environment is :		<input type="checkbox"/> Village		<input type="checkbox"/> Roadside		<input type="checkbox"/> Industrial Park		<input type="checkbox"/> Residential	
		Width of Principle Building		Number of Entrances and Exits to street(s):		Are there multiple occupants?		How many commercial / Industrial occupancies in the building?		Approximate Length of Street Frontage is:	
		Facing Primary Street	Facing Secondary Street								
		FEET		FEET		<input type="checkbox"/> Yes <input type="checkbox"/> No				FT	
		This application is for an occupant(s) on the <input type="checkbox"/> First floor <input type="checkbox"/> Second floor or <input type="checkbox"/> Third floor									
		GROUND MOUNTED <input type="checkbox"/> Wall Signs <input type="checkbox"/> Sandwich Board Signs <input type="checkbox"/> Directional Signs <input type="checkbox"/>									
		Is there an approved Master Sign Plan?				<input type="checkbox"/> Yes		If yes, you must submit a copy with this application.			
						<input type="checkbox"/> No					
		The Lot fronts on <input type="checkbox"/> One <input type="checkbox"/> Two or <input type="checkbox"/> Three Streets									
		<input type="checkbox"/> Approved		<input type="checkbox"/> Denied				Code Enforcement Officer:			
<input type="checkbox"/> Approved		<input type="checkbox"/> Denied				Town Planner:				Date	

An interactive PDF sign guide is available on our website at [www.gorham-me.org](http://www.gorham-me.org)

Sign applications are subject to review and approved by the Code Enforcement officer, except for additional wall signs or wall area and applications for allowance for additional free standing signs for corner lots must be approved by both the Code Enforcement Officer and Town Planner.

### Submission Requirements

1. Draw and/or attach a color rendering (drawn to scale) of each sign for which a permit is sought indicating the exact dimensions of the sign, sign area, font type(s) and sizes, and all structures used to support the sign.

**Please provide a drawing of each sign in a scale that clearly shows what is proposed ON A SEPARATE PAGE/PLAN.**

#### **SUBMIT THE FOLLOWING ITEM(s) AS NEEDED TO COMPLETE THIS APPLICATION:**

2. Building mounted sign(s) require a **dimensioned building elevation plan(s)** showing the proposed location and size of the sign(s). Photographs that show where placement of the existing and proposed signage may be helpful to staff for review.
3. Freestanding sign(s) require a **plot plan or site plan** showing the proposed location in relation to structures, setbacks, and lot lines.
4. Submit **lighting specification(s)** with any proposed shielding and type of mounting.
5. Multiple occupant sites or buildings approved after August 5, 2008 require the submittal of the **Planning Board's approved Master Sign Plan**.

#### **SIGN INFORMATION**

Sign #1		Sign #2		Sign #3		Sign #4	
Type of Sign		Type of Sign		Type of Sign		Type of Sign	
Sign Height (ft)		Sign Height (ft)		Sign Height (ft)		Sign Height (ft)	
Sign Width (ft)		Sign Width (ft)		Sign Width (ft)		Sign Width (ft)	
Sign Square Feet		Sign Square Feet		Sign Square Feet		Sign Square Feet	
Sign Colors		Sign Colors		Sign Colors		Sign Colors	
Sign Text		Sign Text		Sign Text		Sign Text	
Sign Illumination		Sign Illumination		Sign Illumination		Sign Illumination	
Height of Sign		Height of Sign		Height of Sign		Height of Sign	

**To the applicant; Please note the following:** You are required to place all signs on your property and in such a manner that the signs do not obstruct the vision of motorists leaving or entering any road or highway. You are required to place all signs on the premises associated with the use, services, activity, sale or rental. Signs for these premises **are not permitted within the right-of-way of any road**.

All new signs must conform to **Chapter 2, Section 3: Signs** of the Town of Gorham Land Use and Development Code.

*The undersigned hereby makes application to the Town of Gorham for approval of signs and declares the foregoing to be true and accurate to the best of his/her knowledge.*

SIGNATURE: APPLICANT OR APPLICANT'S AGENT

DATE

PRINT NAME