



TOWN OF GORHAM

CODE ENFORCEMENT OFFICE

75 South Street, Suite 1
Gorham, Maine 04038
Phone: (207) 222-1605 • Fax: (207) 839-4793

APPLICATION: SIGN PERMIT					FEES FOR PLAN REVIEW		<input type="checkbox"/> \$25.00/ sign		PERMIT # _____	
							Number of Signs Requested:		Total Amount Paid \$	
PROPERTY DESCRIPTION		Parcel ID	Map		Lot		Zoning District		Date: _____	
		Physical Address								
PROPERTY OWNER'S INFORMATION		Name			Mailing Address					
		Phone								
		Fax								
		Email								
APPLICANT'S AGENT INFORMATION		Name			Mailing Address					
		Phone								
		Fax								
		Email								
PROPERTY DESCRIPTION	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									
	The Lot fronts on <input type="checkbox"/> one <input type="checkbox"/> two or <input type="checkbox"/> three streets									
	Is there an approved Master Sign Plan?				<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, you must submit a copy with this application.			
	An interactive PDF document to assist you with determining permitted signs is available on our website at www.gorham-me.org Follow the drop- down menus from Departments to Code Enforcement to Applications to Signs.									
	FOR OFFICE USE ONLY									
	Sign applications are subject to review and approved by the Code Enforcement Officer, except that applications for additional wall signs or wall area and applications for allowance to additional free standing signs for corner lots must be approved by both the Code Enforcement Officer and the Town Planner.									
Approved	Denied	Not Required	Town Official			Staff Signature			Date	
<input type="checkbox"/>	<input type="checkbox"/>		Code Enforcement Officer:							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Town Planner:							

Submittal Items

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.

Using two cells per foot (below) provide a sketch of the proposed sign(s). Use a new page for each sign.

OR provide a drawing of each sign in a scale that clearly shows what is proposed.

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 II, Section III: 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

AGENT AUTHORIZATION

PROPERTY DESCRIPTION	Physical Address			Map	
				Lot	
APPLICANT'S AGENT INFORMATION	Name		Name of Business		
	Phone		Mailing Address		
	Fax				
	Email				
<p>Said agent(s) may represent me/us before Gorham Town officers and the Gorham Planning Board to expedite and complete the approval of the proposed development for this parcel.</p>					
SIGNED BY:	SIGNATURE			DATE	
APPLICANT					
CO-APPLICANT					
APPLICANT'S AGENT					