



City of Saco
Inspections Department
 300 Main St., Saco, ME 04072
 Tel. (207) 284-6983 Fax (207) 282-8202
 dlambert@sacomaine.org
APPLICATION FOR SIGN PERMIT

Application Received on:

Map _____ Lot _____

Sign Permit # S-_____

Applicant's Name _____
 Address _____
 Applicant's Tel # _____
 Owner's Name _____
 Address _____
 Address of Proposed Construction _____

PROPOSED SIGN

Free standing Projecting Monument
 Awning Wall Other (describe below)

Size of proposed sign: _____

Height of proposed sign measured from original grade: _____

Setback of proposed sign from front property line _____

CONTRACTOR INFORMATION

Sign Contractor's Name: _____
 Address _____
 Tel. _____ Email: _____

Electricians Name: _____
 Address _____
 Tel. _____ Email: _____

What is the width of the principal building? _____

Number and size of signs currently on lot: _____

Is the sign illuminated in any way?
 Yes No

If yes, is it listed by Underwriters Laboratories (UL)
 Yes No

This building is:
 Multi-tenant Single tenant

Square footage of proposed sign: _____

Will the sign be located in any of these overlay districts?

Shoreland Historic MHP SRCC None

Attach copy of appropriate permits if any apply.

Will any existing sign be removed as part of this project?
 Yes No

Flood Zone Yes No If Yes, Zone Designation _____
 If yes, attach Flood Hazard Permit application.

Estimated cost of construction & installation: \$ _____

Permit fee: _____ Double fee charged? Yes No

Zoning Information

Zoning District _____

Proposed Use of Structure/land: _____

Present Use of Structure/land: _____

Conforming Use Yes No
 Conforming Building Yes No

Plans on file Yes No

Does this project require any Planning Board review?
 Yes No

I hereby certify that 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 the City of Saco. 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.

_____ Date
 Applicant

_____ Date
 Owner

Approved _____ Date

Denied Building Inspector

Please submit all of the information outlined below. Failure to do so may result in the automatic denial of your permit.

- A sketch plan of lot indicating location of buildings, driveways and any abutting streets or rights of way, lengths of building frontages, street frontages and all existing setbacks. Please indicate on the plan all existing and proposed signs with their dimensions and specific locations. Be sure to include distance from the ground and building façade dimensions for any signage attached to the building.
- A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
- Certificate of flammability required for awning or canopy.
- Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground.