

# TOWN OF OLD ORCHARD BEACH SIGN APPLICATION & PERMIT

**Sign Area Conveyed:** Total aggregate sign area located on the site, displayed on awnings, or affixed to the building, shall not exceed the aggregate area allowed in each zoning district and Article VIII-Performance Standards, Division 5 -Signs. The complete Zoning Ordinance may be viewed on the Town's web site: [www.oobmaine.com](http://www.oobmaine.com)

Administrative Design Review \$100 [ ] (DD/HO Districts)                      Paid: \_\_\_\_\_  
Sign Permit \$25.00 [ ] (NOT in DD/HO Districts)                                  Paid: \_\_\_\_\_

▪ **STREET LOCATION / Address of the Property:** \_\_\_\_\_  
Tax Map # \_\_\_\_\_ Block # \_\_\_\_\_ Lot # \_\_\_\_\_ Zoning District: \_\_\_\_\_

▪ **RECORD OWNER OF PROPERTY:** \_\_\_\_\_  
Corporate Contact Person (if applicable): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_

▪ **APPLICANT** (if different from owner): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_

▪ **RIGHT, TITLE, OR INTEREST IN THE PROPERTY** (please check):  
\_\_\_\_\_ Record Owner                      \_\_\_\_\_ Contract to purchase, option, or lease

▪ **NAME OF BUSINESS/USE OF PROPERTY:**  
\_\_\_\_\_  
\_\_\_\_\_

▪ **SUBMIT THE FOLLOWING INFORMATION:**  
1. Total S.F. of all proposed sign(s): \_\_\_\_\_ Number of proposed sign(s): \_\_\_\_\_  
2. Total aggregate sign area\* allowed on the property: \_\_\_\_\_  
\* See calculation methods for aggregate sign area as described in the *Performance Standards* specific to your District.

▪ **INCLUDE THE FOLLOWING** (Attach separate sheet if necessary):  
[ ] Location of proposed signage on the building and/or property (see reverse of application)  
[ ] Colors/Lettering/Fonts/Design (attached professional proof of proposed design including color, size and dimensions of lettering/logo)  
[ ] Installation Method: \_\_\_\_\_  
[ ] Liability Insurance (If required. See Sec. 78-1629(3). Town must be "also insured")  
[ ] Illumination method (Electrical permit may be required)

Proposed sign is to be constructed of the following materials:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read Article VIII-Performance Standards, Division 5 -Signs of the Zoning Ordinance and the signage standards for my specific zoning district and, to the best of my knowledge, comply with the same.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**APPROVED:** \_\_\_\_\_ Date

\_\_\_\_\_  
Town Planner

\_\_\_\_\_  
Code Enforcement Officer

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*Show, below, the location on the property and/or building where the sign(s) will be placed:*