SOUTH PORTLAND CITY COUNCIL
POSITION PAPER OF THE CITY CLERK

SUBJECT:
SIGN PERMIT

SPRING POINT LIGHT LEDGE TRUST IS REQUESTING TO PLACE DIRECTIONAL SIGNS IN VARIOUS LOCATIONS FOR THE TOURS OF SPRING POINT LEDGE LIGHTHOUSE TOURS. PASSAGE REQUIRES MAJORITY VOTE.

POSITION:
The application was submitted and signed off by the Code Enforcement Department. The list of locations is attached to the application.

REQUESTED ACTION:
Council approval for the Sign Permit.
CITY OF SOUTH PORTLAND – DEPARTMENT OF PLANNING & DEVELOPMENT
SIGN PERMIT APPLICATION

Application #201 30334
Application Date: 5/10/13

PERMIT # 201
Date Permit Issued:

COST of signage (including sign fabrication & installation): $600
FEE: $Waived

LOCATION of signage (Street Address): See attached

South Portland Assessor's Map/lot(s)

BUSINESS NAME (& Mailing address if different): Spring Point Ledge Light Trust, PO Box 2311
S. Portland, ME

SIGN CONTRACTOR: N/A
PHONE(S):

CONTRACTOR Address/contact name:

NUMBER/TYPE of SIGNS to be erected: Roof: 4
Wall: 1
Ground: 12X
Projecting:

Portable: X Temporary: X (banners?)
No Dates of display from June to October

SIZE(S) OF SIGN(S) (width/length/height/square footage): 24" x 30" w/12" H-Sign;
below for total height of 42" 720 sq. inches

HEIGHT of sign from ground to top of sign (ground signs): 42"

PROJECTION beyond building line (projecting signs): N/A

MATERIALS used in signage fabrication: Wood:  X Plastic:  X Metal:  Other: Coroplast

METHOD of securing signage to building: N/A

PURPOSE/WORDING of sign: To guide the public to Spring Point Ledge
Lighthouse and alert them that lighthouse is open for tours.

Is signage ILLUMINATED? NO If yes, name of Electrician doing wiring:

PLOT PLAN submitted? N/A ELEVATIONS submitted? N/A

SIGNATURE of Applicant/Agent: [Signature]
Date: 8 May 2013

APPROVED BY BUILDING INSPECTOR

Approved by City Council (if required)

City of South Portland
Department of Planning & Development
496 Ocean St, South Portland, Maine 04106 (delivery address)
PO Box 9422, South Portland Maine 04116-9422 (U.S. Mail address)
Phone: (207)767-7603 Fax: (207)767-2197
City of South Portland  
Dept. of Planning & Development  
496 Ocean Street  
South Portland, ME 04106

To Whom It May Concern:

For several years the Spring Point Ledge Light Trust, which is in charge of preserving and maintaining the Spring Point Ledge Lighthouse, has been using temporary signs to alert and guide the public to our open house events on weekends. We were unaware of the need for a city permit until recently. While we have received no complaints regarding our signs, we are submitting the attached application to comply with the city’s ordinance.

Our signs are constructed of a corrugated plastic called Coroplast, and are 24” x 30” in size. They are mounted on a steel H-frame which supports the sign by insertion into the ground. When they are placed, they stand approximately 42” high. The photograph at left will show you their appearance.

Our lighthouse open house events take place on Saturdays and Sundays from late June through early September, with openings for a few special events in late September and early October. The signs are put in place on Saturday mornings and removed Sunday afternoon. A map and description is attached showing the geographic placement of the signs.

These open house events are of critical importance to our fund raising efforts to maintain and preserve the lighthouse and continue and expand our mandate to educate the public about the lighthouse’s role in the maritime history of South Portland and Portland harbor. Our research indicates that as much as 75% of our visitation is a direct result of people seeing the signs and following them to the lighthouse.
I hope the Department of Planning & Development will see fit to permit continued use of these signs. If you have any questions, don’t hesitate to contact me at 207/939-5661 or at keithrt@me.com.

Regards,

Keith R Thompson, Chairman
Spring Point Ledge Light Trust

The Spring Point Ledge Light Trust is a 501(c)(3) non-profit
1. Sign #1 On Broadway at the corner of Hanson Street at the armory, put the sign in front of the sign for the Coast Guard – Sign with a **straight arrow**

2. Sign #2 on Ocean Street near the intersection of Broadway, put the sign in front of the tree – Sign with a **right arrow**

3. Sign #3 on Broadway near the intersection of Ocean Street – Sign with a **straight arrow**

4. Sign #4 on Cottage Road near the intersection of Broadway on the grassy area of the beyond the wall – **DO NOT block any signs** – Sign with a **right arrow**

5. Sign #5 on Broadway near the intersection of Cottage Road on the grassy area of the wall – Sign with a **straight arrow**

6. Sign #6 on Broadway between Mussey & Harriet Streets right in front of the utility pole in front of the Peoples United Methodist Church – **DO NOT block any church signs** – Sign with **straight arrow**

7. Sign #7 on Broadway at the intersection of Virginia Avenue in front of the utility pole – Sign with a **straight arrow**

8. Sign #8 on Broadway at the intersection of Benjamin Pickett in grassy area between the sidewalk and street – Sign with a **right arrow**

9. Sign #9 on Broadway at the intersection of Benjamin Pickett in front of utility pole facing Broadway – Sign with a **left arrow**

10. Sign #10 At the intersection of Fort Road & Benjamin Pickett in the grass in front of SMCC's Administrative Building – Sign with a **left arrow**

11. Sign #11 on Fort Road at the crest of the hill by the Culinary Arts building in the grass – Sign with a **straight arrow**

12. Sign #12 In front of the SLLT Ticket Both – Sign for **Tickets**

Rev 3 January 24, 2013