



City of Portland, Oregon - Bureau of Development Services

1900 SW Fourth Avenue • Portland, Oregon 97201 • 503-823-7300 • www.portlandoregon.gov/bds



Sign Permit Application

Permit number 23-104671-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other Blade sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
16.375" ft.	23" ft.	9' - 5" ft.	in.	2.68 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104679-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other Blade sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
16.375" ft.	23" ft.	10' - 2" ft.	in.	2.68 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104689-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other Blade sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
16.375" ft.	23" ft.	10' - 5" ft.	in.	2.68 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104714-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other Blade sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
16.375" ft.	23" ft.	9' - 3" ft.	in.	2.68 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

☒ [Y] Changing image features? If yes, area of change _____ sq.ft.

☒ [Y] Illuminated?

☒ [Y] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [Y] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature Tina Arcuri tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104717-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other exterior window sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
6 5/8" ft.	13 3/8" ft.	3' - 4 3/8" ft.	in.	0.54 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104719-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other exterior window sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
6 5/8" ft.	13 3/8" ft.	3' - 5 3/8" ft.	in.	0.54 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988



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Sign Permit Application

Permit number 23-104721-SG

FOR INTAKE, STAFF USE ONLY

Application date _____ Other inspections _____
 Issued date _____ Map zone _____ Applicable zone _____
 Approved by _____ Overlay zone _____
 Structural engineer's approval _____ Plan / historic district _____

APPLICANT: Complete all sections below that apply to the project. Please print legibly.

Installation address 529 NW 23rd Ave., Portland, OR 97210 Property tax account # R198546

Business name ON Running

Legal owner of sign ON Running

Address of sign owner 529 NW 23rd Ave., Portland, OR 97210

Property owner name GLISAN STREET ASSOCIATES LLC

Address 2107 NW 23RD AVE PORTLAND OR 97210

Sign contractor name Pronto Signs LLC - Jr. Cervantes Construction contractors board # 206163

Address 4095 Cherry Ave., NE, Keizer, OR 97303

Day Phone (503)856-8871 FAX _____ email _____

For electric signs

Electrician's name N/A Electrician's license # N/A

Which of the following best describes the proposed work?

- ☒ New sign ☐ New awning
☐ Alteration to existing sign ☐ Addition to existing awning
☐ Addition to an existing sign, size increased by _____% ☐ Addition of a sign to existing awning

Type of sign, check all that apply

- ☐ Freestanding ☐ Monument ☐ Projecting
☐ Sign on awning ☐ Fascia sign, over 400 lbs. ☐ Fascia sign 400 lbs. or less
☐ Painted wall/adhered ☐ Pitched roof ☐ Sign on marquee
☒ Other exterior window sign ☐ Sign attached to canopy

Proposed sign dimensions

width of sign face	height of sign face	overall sign height	depth of fascia sign	total area of sign
6 5/8" ft.	13 3/8" ft.	4' - 7 3/8" ft.	in.	0.54 sq. ft.

☒ [N] Do you have permission of the property owner to erect this sign?

[Y] ☒ Changing image features? If yes, area of change _____ sq.ft.

[Y] ☒ Illuminated?

☒ [N] Complete listing of existing signs attached. Required, a complete listing including type and size area.

☒ [N] Site plan attached. If a site plan is required it must show size and location of existing signs, for site plan requirements see the Sign Permit Program Guide.

Applicant's signature _____ tina@coastalsignservices.com

Applicant's name, printed Tina Arcuri Applicants phone # (631)943-5988

Structural Checksheet Response

Permit #: 23-104671-000-00-SG, 23-104679-000-00-SG,
23-104689-000-00-SG, 23-104714-000-00-SG

Date: 12/21/2023

Customer name and phone number: Tina Arcuri (631)943-5988

Note: Please number each change in the “#” column. Use as many lines as necessary to describe your changes. Indicate which reviewer’s checksheet you are responding to and the item your change addresses. If the item is not in response to a checksheet, write **customer** in the last column.

[illegible]

(for office use only)