



SIGN PERMIT APPLICATION

401 NW 70 Terrace ♦ Plantation, FL 33317
Ph: 954-797-2765 ♦ Fax: 954-797-2273
Contractor Registration Fax: 954-797-2270
Inspection Line: 954-587-4456 ext. 5000
Online Services: www.velocityhall.com

PERMIT APPLICATION DATE
CITY OF PLANTATION USE ONLY



Date: _____ Related Building Permit (if applicable): _____

Contractor's Name: _____ Phone No: _____

Contractor's Address: _____

Fax No: _____ E-mail Address: _____

Property Owner, Owner/Builder: _____ Phone No. _____

Mailing Address (if different from job address): _____

Fax No: _____ E-mail Address: _____

Job Address: _____ Folio No: _____

Unit/Space: _____ Lot: _____ Block: _____ Subdivision: _____

Type of Property: Residential Non-Residential Multi-Family Permanent Temporary

Type of Sign: Monument Wall Illuminated Non-Illuminated Channel Letters

Elevation: North South East West Total Sq. Ft.: _____

Total Cost of Executed Contract: _____ Tenant: _____

Architect/Engineer: _____

Fee Simple Title Holder (if other than owner): _____

Fee Simple Title Holder's Address: _____

Bonding Company's Name: _____

Bonding Company's Address: _____

Mortgage Lender's Name: _____

Mortgage Lender's Address: _____

- NOTE:** If an application for a permit is denied, or an owner is notified by the City to remove a sign, a property owner may apply for a special exception:
- a. If an application for a sign permit is denied and a special exception is not sought within the thirty (30) day date of time period, the same or similar permit application can be re-filed no earlier than six (6) months from the permit denial.
 - b. If a special exception is sought but not granted, an application for a sign permit for the same or similar signage can be re-filed no earlier than six (6) months from the date of special exception denial.

FAILURE TO COMPLY WITH THE FLORIDA CONSTRUCTION LIEN LAW CAN RESULT IN THE PROPERTY OWNER PAYING TWICE FOR BUILDING IMPROVEMENTS.

IMPORTANT: Give notice for Inspections as per Florida Building Code 109.2 and 109.5; All approved plans, permit card and specifications MUST be on the job when an inspection is made; and Permit shall expire as per Florida Building Code 106.9.1 and 106.10.1.1 if construction is not begun or suspended as per Florida Building Code 106.10.3.1.

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies or federal agencies.

All city streets, sidewalks and curb damaged due to the construction shall be repaired to the satisfaction of the Public Works Department prior to issuing the Certificate of Occupancy. City properties on which earth spills or other debris falls shall be cleaned immediately. The owner of the building and the undersigned agree to conform to all applicable laws of this jurisdiction.

Permit No: **B** _____

THE FOLLOWING MUST BE SUBMITTED WITH THE APPLICATION:

1. Recent survey of the property showing the location of all easements for utilities and rights-of-way that contain the footprint locations of the building.
2. Four (4) sets of signed and sealed plans (size 24" x 36", if applicable) that contain:
 - a. location and elevations of buildings, structures on the property (this may be indicated by the most recent site plan approved for the premises);
 - b. the location of proposed sign on the building or structure (if the sign is a wall sign) and its height and sign area calculations;
 - c. the location of proposed sign on the property (if it is a freestanding sign) and its height, sign area, and setback measurements;
 - d. position of the sign in relation to buildings, structures, road rights-of-way and public or franchised infrastructure within thirty (30) feet;
 - e. blueprints or ink drawings of plans and specifications showing material weight, electrical infrastructure (if any), manner of illuminating, and method of construction and attachment to the building or in the ground;
 - f. stress sheets and calculations showing that sign is designed for high velocity wind requirements in the Florida Building Code; and,
 - g. plans and specifications shall include the color of the sign, text font, text format, character size, and depiction of any other symbols or markings.
3. An inventory of all signs on the property where the sign is located at the time the application is made. The inventory shall list the sign size, color, location, text font, text format, character size and type of each sign, and shall not include the proposed sign;
4. For purposes of ascertaining whether the proposed sign is an off-premises or on-premises sign, the following additional application submittal will be required:
 - a. the sign message;
 - b. if the sign message is not noncommercial, evidence that the commercial establishment, activity, produce, service, or entertainment disclosed by the sign message is lawfully sold, produced, manufactured, available or furnished on the property wherein the sign is located in the form of:
 - i. a City occupational license; or
 - ii. if no occupation license is required by the City law prior to the commencement of the activity, a Certificate of Occupancy; or
 - iii. if no occupational license is required by law, and no building permits are required prior to the building being used for the commercial product, service, or entertainment disclosed by the message to be sold, produced, manufactured, available, or furnished at the property where the sign is proposed, a letter of representation which:
 - describes the use of the site;
 - identifies the applicable zoning classification of the site; and
 - confirms by reference to a citation that the use is allowed by the City's land development regulations.

THE UNDERSIGNED APPLICANT DOES HEREBY:

Request that a building permit be issued to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit, that all work will be performed to meet the standards of all laws regulating construction in the CITY OF PLANTATION whether specified in this application and accompanying plans or not, and that all the foregoing information is accurate. Furthermore, if I am not the person whose property may be subject to the Florida Construction Law, I promise, in good faith that the Construction Lien Statement furnished to me by the Building Department will be delivered by me to the person whose property is subject to the Lien Law and to the Attachment Proceeding authorized under it.

Signature of Owner, Owner/Builder

Signature of Contractor or Agent

State Registration #: _____

Signature of Notary Public, State of Florida

Broward Comp./State Cert. #: _____

Signature of Notary Public, State of Florida

Stamp of Notary Public

Personally Known Produced Identification

Type of Identification Produced: _____

Did Take an Oath Did Not Take an Oath

Stamp of Notary Public

Personally Known Produced Identification

Type of Identification Produced: _____

Did Take an Oath Did Not Take an Oath

Office Use Only

Conditions under Which Approved – P.A.C. required: Yes No H.O.A. required: Yes No

DEPARTMENT	APPROVED BY	DATE	DEPARTMENT	APPROVED BY	DATE
ZONING			LANDSCAPE		
STRUCTURAL			UTILITIES		
ELECTRICAL					

Application Approval: _____

* This Permit does not become valid until signed by the Building Official or an Authorized Representative.

Permit Fee: \$ _____

Permit No: **B** _____