

# CITY OF SATELLITE BEACH SIGN PERMIT APPLICATION

DATE: \_\_\_\_\_

**JOB INFORMATION:**

SIGN OWNER NAME: \_\_\_\_\_

SIGN ADDRESS: \_\_\_\_\_

LEGAL DESCRIPTION: TWP \_\_\_\_\_ RNG \_\_\_\_\_ SEC \_\_\_\_\_ SUB \_\_\_\_\_ BLK/PAR \_\_\_\_\_ LOT \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ PLAT/BOOK PAGE: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

**PROPERTY OWNER'S INFORMATION** (if different from above):

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**DESCRIPTION OF SIGN** (If more than one sign, attach description information on each):

NEW \_\_\_ REPLACEMENT \_\_\_ ADD-ON \_\_\_ TEMPORARY \_\_\_ FREESTANDING \_\_\_ WALL \_\_\_

OTHER \_\_\_\_\_

ELECTRICAL SIGN: YES \_\_\_ NO \_\_\_

TOTAL HEIGHT OF SIGN STRUCTURE \_\_\_\_\_ SQUARE FOOTAGE (PER SIDE) \_\_\_\_\_

MATERIALS: METAL \_\_\_ WOOD \_\_\_ GLASS \_\_\_ APPROVED PLASTICS \_\_\_

OTHER \_\_\_\_\_

VALUE OF SIGN: \_\_\_\_\_

REQUIRED FOR FREESTANDING SIGN STRUCTURES EXCEEDING FIFTY (50) SQUARE FEET:  
TWO (2) COPIES OF A SKETCH, BLUEPRINT, BLUELINE PRINT OR SIMILAR PRESENTATION  
DRAWN TO SCALE, SHOWING ALL PERTINENT STRUCTURAL DETAILS, WIND PRESSURE  
REQUIREMENTS, ELECTRICAL SPECIFICATIONS, AND DISPLAY MATERIALS IN ACCORDANCE  
WITH THE REQUIREMENTS OF THE FLORIDA BUILDING CODE. THE SEAL OF A FLORIDA  
REGISTERED ENGINEER AND/OR REGISTERED FLORIDA ARCHITECT SHALL BE AFFIXED TO  
ANY SKETCH, BLUEPRINT, BLUELINE PRINT OR SIMILAR PRESENTATION DRAWN TO SCALE  
FOR ANY SIGN FACE, OTHER THAN PRINTED WALL SIGN.

REQUIRED FOR ALL SIGNS: TWO COPIES OF BLUEPRINTS OR INK DRAWINGS INCLUDING A  
SITE PLAN SHOWING THE LOCATION OF THE PROPOSED INSTALLATION, WITH PARTICULAR  
DIMENSIONAL REFERENCE TO ANY ADJACENT STREETS, WALKS AND EXISTING STRUCTURES.

**CONTRACTOR INFORMATION:**

COMPANY NAME: \_\_\_\_\_

QUALIFIER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

STATE CERTIFICATION OR REGISTRATION NO.: \_\_\_\_\_

CERTIFICATE OF COMPETENCY NO.: \_\_\_\_\_

**CERTIFIED NOTICE OF COMMENCEMENT IS REQUIRED TO BE ON FILE IN THIS OFFICE  
FOR ALL WORK VALUED AT \$2,500.00 OR MORE.**

SUBCONTRACTOR'S INFORMATION:

ELECTRICAL CONTRACTOR: \_\_\_\_\_ CERT. \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ PHONE# \_\_\_\_\_

**APPLICANT'S AFFIDAVIT:** APPLICATION IS HEREBY MADE TO OBTAIN A PERMIT TO DO THE WORK AND INSTALLATIONS AS INDICATED. I CERTIFY THAT NO WORK OR INSTALLATION HAS COMMENCED PRIOR TO ISSUANCE OF A PERMIT AND THAT ALL WORK WILL BE PERFORMED TO MEET THE STANDARDS OF ALL LAWS REGULATING CONSTRUCTION IN THIS JURISDICTION.

**IT IS THE APPLICANT'S RESPONSIBILITY TO OBTAIN ALL REQUIRED INSPECTIONS**

**OWNER AFFIDAVIT:** I CERTIFY THAT ALL THE FOREGOING INFORMATION IS ACCURATE AND ALL WORK WILL BE DONE IN COMPLIANCE WITH ALL APPLICABLE LAWS REGULATING CONSTRUCTION AND ZONING.

**WARNING TO OWNERS: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND ON OBTAINING FINANCING, CONSULT WITH YOUR LENDER OR ANY ATTORNEY BEFORE YOUR NOTICE OF COMMENCEMENT.**

PROPERTY OWNER'S  
AGENTS SIGNATURE:

CONTRACTOR'S SIGNATURE:

\_\_\_\_\_  
sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
by \_\_\_\_\_ who is  
personally known to me or has produced  
\_\_\_\_\_ as  
identification.

\_\_\_\_\_  
sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
by \_\_\_\_\_ who is  
personally known to me or has produced  
\_\_\_\_\_ as  
identification.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public

APPLICATION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ FEE: \_\_\_\_\_