

**Banners
Temporary Signs
Non-Electric Re-facing/ Sign face Change**

Wall Signs**

1. **Submit 2 copies of the following:**
 - a. **Linear footage of the bay/building frontage.**
 - b. **Dimensions and square footage of the proposed signage.**
 - c. **Photos of the signage, preferably superimposed upon the structure.**

Monument Sign**

1. **Submit 2 copies of photos with signage superimposed upon the structure.**

Temporary Leasing Signs < 32 square feet < 6 foot in height**

1. **Submit 2 copies of artwork including all dimensions**
2. **Submit 2 site plans indicating location. The signs must be setback a minimum of 10 feet and shall not create any visual obstructions.**

Banners 20 square feet or < for 90 days or less in a 12 month period.**

1. **Submit 2 copies of artwork including dimensions.**
2. **Submit 2 photos indicating location of banner.**
3. **Indicate on application the dates of display.**

**** Submittal requirements will include, but may not be limited to, the above listed documents.**



CITY OF BOYNTON BEACH
DEVELOPMENT DEPARTMENT | PLANNING & ZONING DIVISION

100 E. Boynton Beach Blvd. • Boynton Beach, FL 33435 • (561)742-6260 • Fax (561)742-6259 • p&z2@bbfl.us

PLANNING & ZONING PERMIT APPLICATION FORM

Project No. _____	Accepted by _____	Application Date _____
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APPLICANT INFORMATION	PROPOSED IMPROVEMENT LOCATION
Owner's Name _____	Business Name _____
Address _____	Address of Improvement (if different) _____
City _____ State _____ Zip _____	Subdivision _____
Phone () _____ Fax () _____	PCN # _____
Email _____	

PERMIT TYPE
<input type="checkbox"/> Banner <input type="checkbox"/> Driveway, Walkway, Patio <input type="checkbox"/> Shed <input type="checkbox"/> Temp. Sign or Sign Face/Copy <input type="checkbox"/> Chickee Hut <input type="checkbox"/> Fence If fence, does yard contain a pool without enclosure? <input type="checkbox"/> Yes <input type="checkbox"/> No If applicable: Total Sq. Ft. _____ Height _____ Other _____ Additional Description: _____ _____

PERMIT FEE (NON-REFUNDABLE and NON-TRANSFERABLE)
Hourly Wage \$ _____ x Review time _____ = permit fee of \$ _____ (\$50.00 Minimum)

APPLICATION CERTIFICATION AND ACKNOWLEDGEMENT
<p>Application is hereby made to obtain a permit to do work and installation as indicated. Applicant certifies that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. A City Permit does not assure compliance with Homeowners Association's rules, regulation and/or deed restrictions. Applicant is advised to obtain approval from the Homeowners Association before improving any property.</p> <p>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.</p> <p>WARNING TO OWNER: your failure to record a notice of commencement may result in your paying twice for improvements to your property. A notice of commencement must be recorded and posted on the job site before the first inspection. If you intend to obtain financing, consult with your lender or an attorney before commencing work or recording your notice of commencement.</p>

CONTRACTOR INFORMATION	NOTARIZED SIGNATURE
Qualifier / Agent _____ Signature _____ Contractor License No. _____ Company _____ Address _____ City _____ State _____ Zip _____ Phone () _____ Email _____	STATE OF FLORIDA, COUNTY OF PALM BEACH The following instrument was acknowledged before me this _____ day of _____, 20____, by _____ (<i>Print Applicant Name</i>), who is personally known to me or who has produced _____ (<i>Type of ID</i>) as identification and who did / did not take an oath. _____ Seal Signature of Notary _____ Print Name of Notary _____

APPLICANT SIGNATURE		
Name (Print)	Signature	Date