

PERMANENT SIGN PERMIT APPLICATION

SUBJECT PROPERTY INFORMATION

Name of business where sign will be place: _____

Business Address: _____

Parcel Number: _____

Email: _____

Phone: _____

Zoning: _____

Land Use: _____

APPLICANT INFORMATION

Applicant/Agent (Letter of authorization from Property Owner is required): _____

Address: _____

Phone: _____

Email: _____

PROPERTY OWNER INFORMATION

Title Holder/Property Owner's Name (if different from applicant): _____

Address: _____

Phone: _____

Email: _____

REQUEST DESCRIPTION

A **Permanent Sign Permit** is requested in conformity with the Land Development Regulations on the property described above, and in conformity with the site plan/sketch provided with this application.

Has a Permanent Sign Permit been issued for this location within the past 12 months?

Yes ___ No ___

Description of Sign:



Mailing: 25440 W Newberry Rd
Newberry, Florida 32669
Tel: 352-472-2161 Ext. 3
www.ci.newberry.fl.us

I hereby certify that all of the above statements and the statements contained in any documents or plans submitted herewith are true and correct to the best of my knowledge and belief. Further, I understand and agree with the provisions state within the attached "Notice to Applicants for Permanent Sign Permits" and that by executing this document, I agree to abide by these requirements.

Applicant/Agent Printed Name

Applicant/Agent Signature

Date

FOR OFFICE USE ONLY

Date filed: _____ Permanent Sign Application Number: _____

Authorization letter designating Applicant as Agent required: _____ Yes _____ No

Date Received: _____ Site Plan/Sketch Attached: _____ Yes _____ No

Granted/Denied _____

BY: _____

Date: _____

Signature of Land Development
Regulation Administrator or Designee

NOTICE TO APPLICANTS FOR PERMANENT SIGN PERMITS

1. The following is required to be submitted with the application for Permanent Sign Permit:
 - a. Site plan/sketch showing proposed placement of the sign on property
 - b. Documentation that:
 - i. The sign will be professionally made and conform to guidelines as outlined in Section 4.2.20.8 of the Land Development Regulations for the specific zoning district that subject property is located in.
 - ii. The sign will be kept in good repair at all times during its display.
2. Permanent signs shall comply with Section 4.2.20 of the City of Newberry Code of Ordinances.