



SIGN PERMIT APPLICATION

100 NW 1st Avenue Delray Beach FL 33444
(561) 243-7200 Fax: (561) 243-7221
Website: mydelraybeach.com

FOR OFFICE USE ONLY:

SIGN PERMIT #: _____

PERMIT FEE: _____

SIGN REVIEW FEE: \$25.00

MCR #: _____

APPROVALS:

P & Z: _____ DATE: _____

ENG : _____ DATE: _____

SIGN: _____ DATE: _____

ELEC: _____ DATE: _____

PLAN: _____ DATE: _____

Structural Inspection Required:

YES NO

Historical District:

YES NO

PROPERTY CONTROL #: _____ - _____ - _____ - _____ - _____ - _____

BUSINESS NAME: _____

SIGN LOCATION ADDRESS: _____

SIGN OWNER NAME: _____

ADDRESS: _____

PROPERTY OWNER NAME: _____

ADDRESS: _____

SIGN CONT'R (COMPANY) NAME: _____

ADDRESS: _____

CONTACT PERSON NAME: _____

ADDRESS: _____

PHONE: _____ CELL: _____

FAX: _____ E-MAIL: _____

SIGN INFORMATION

COST TO INSTALL: \$ _____ (N.O.C. required if over \$2,500)

TYPE OF SIGN: _____ **New Sign** _____ **Face Change**

_____ **Wall Sign** _____ **Free Standing Sign*** _____ **Projecting** _____ **Under-Canopy**

SIGN MEASUREMENTS:

Height: _____ Length: _____ **Square Feet (per face):** _____ **Total:** _____

*Free Standing Height from **Ground to Top of Sign:** _____ Two-Sided: _____ Yes _____ No

SIGN DETAILS:

Illuminated: _____ Yes _____ No Is a separate electrical contractor required? _____ Yes _____ No

Sign Material: _____ Awning _____ Cabinet _____ Channel Letters _____ Painted _____ Raised Letter

_____ Wood _____ Other: _____

Sign Color(s) (Desc & Paint No.): _____

Sign Wording: _____

The Sign Permit is void 180 days after issuance, if not installed. Triple fees will apply if the sign is installed before the permit is issued. Sign Contractors/applicant must sign below certifying signs under (32) square feet will withstand wind pressure of (50) pounds per square foot. Signs over (32) square feet must include a certificate sealed by a Florida registered engineer, per LDR Section 4.6.7(C)(2)(8). Approved sign plans must be on the job for all inspections.

The undersigned applicant hereby requests that a building permit be issued on the basis of and subject to the herein set forth information as supplemented with the understanding that all DELRAY BEACH, FLORIDA, building, electrical, sign & zoning requirements shall be completed whether specified in this application and accompanied with plans or not. Plans and specifications are attached and I agree to comply with all Federal, State, County & City laws, rules, regulations, and resolutions regulating construction & zoning, and further state that no violation exists on the property at this time.

SIGNATURE OF QUALIFIER

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____, who is personally known to me or produced _____ as identification.

Signature of Notary Public