

Development Services Department
1515 NW 167th Street, Bldg.5, Suite 200
Miami Gardens, Florida 33169
Phone: (305) 622-8023
Fax: (305) 622- 8857
www.miamigardens-fl.gov



Office Use Only

Date Received: _____

Process No. _____

SPECIAL EVENT TEMPORARY SIGN PERMIT APPLICATION

TYPE OF SIGN(S):

- Banner(s) Real Estate (for Open House)
 Inflatable Balloon(s) (require ZIP Permit) Spot/Search Light(s)

PROPERTY INFORMATION:

1. **ADDRESS OR LOCATION OF PROPERTY:** _____

(for location, provide general location i.e. NE corner of, etc.)

2. **FOLIO(S):** _____

APPLICANT INFORMATION:

APPLICANT'S MAILING ADDRESS, TELEPHONE NUMBER:

Name of Applicant: _____

Mailing Address: _____

City: _____

State: _____

Zip: _____

Phone#: _____

E-mail: _____

OWNER INFORMATION:

OWNER'S NAME, MAILING ADDRESS, TELEPHONE NUMBER:

Owner's Name (Provide name of ALL owners): _____

Mailing Address: _____

City: _____

State: _____

Zip: _____

Phone#: _____

E-mail: _____

DULY APPOINTED AGENT INFORMATION:

CONTACT PERSON, MAILING ADDRESS, TELEPHONE NUMBER:

Contact Name: _____

Company: _____

Mailing Address: _____

City: _____

State: _____

Zip: _____

Phone#: _____

E-mail: _____

APPLICANT AFFIDAVIT

I hereby affirm that consent from the property owner has been granted and I am hereby authorized to file this application for Temporary Sign Permit. I understand this affidavit is subject to the penalties of law for perjury and the possibility of voiding of any zoning approval.

Applicant:

Print Name

Signature

SUBMITTAL CHECKLIST

The following items must be submitted with this application:

<u>Required</u>	<u>Provided</u>	<u>Description</u>
<input type="checkbox"/>	<input type="checkbox"/>	Application –filled out and properly executed.
<input type="checkbox"/>	<input type="checkbox"/>	Location Map (from Google).
<input type="checkbox"/>	<input type="checkbox"/>	Plans – two (2) copies – drawing/pictures/illustrations of the proposed sign(s)
<input type="checkbox"/>	<input type="checkbox"/>	Fees: See fee schedule below.

FEE SCHEDULE

<u>Description</u>	<u>Fee</u>	<u>Applicable</u>
Real Estate (Residential / Non-Residential)	\$50.00	<input type="checkbox"/>
Banner Sign	\$50.00	<input type="checkbox"/>
Balloon/Spotlight Sign	\$100.00	<input type="checkbox"/>
Subtotal		<input type="checkbox"/>
Less discount of 20% (applicable until 02/13/2012)		<input type="checkbox"/>
Subtotal		<input type="checkbox"/>
Surcharge of 15%		<input type="checkbox"/>
Grand Total		<input type="checkbox"/>

NOTE: Please make all checks payable to ‘City of Miami Gardens’ / Cash, Credit or Debit accepted