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Office Use Only

Date Received: _____

Process No. _____

TEMPORARY BANNER SIGN PERMIT APPLICATION

TYPE OF APPLICATION:

Temporary Banner Signs

BUSINESS INFORMATION:

1. **BUSINESS NAME:** _____

2. **LIST FOLIO NUMBER OF ALL PARCELS:**

3. **ADDRESS OR LOCATION OF BUSINESS:** _____
(for location, provide general location i.e. NE corner of, etc.)

4. **Is this Zoning Application a result of a warning or violation notice?** no yes
(If yes, please submit copy of violation notice)

APPLICANT INFORMATION:

APPLICANT'S MAILING ADDRESS, TELEPHONE NUMBER:

Name of Applicant:

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone#: _____ E-mail: _____

PROPERTY 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:

SUBMITTAL CHECKLIST

The following items must be submitted with this application:

Required	Provided	Description
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application – original <u>completely</u> filled out and properly executed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site Plan or Survey of Property – one (1) copy – showing entire property and location of business and location of banner sign.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Use – copy of current and valid Certificate of Use for the business.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plans – two (2) copies – pictures/illustrations/plans showing the following information(no hand drawn submittals will be accepted) : 1. Graphic image of the actual banner with dimensions. 2. Location / Placement of banner sign(s) showing distance from sidewalk or other signs. 3. Details on how and where the sign will be installed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fees: See fee schedule below.

APPLICANT AFFIDAVIT

I, _____, as applicant/duly appointed agent affirm that I have read, understand, and agree to follow the standards set forth below for my temporary banner sign:

Banner signs shall be permitted subject to compliance to the following standards:

1. Temporary banner signs can only be issued to bona fide retail/commercial, institutional, educational, religious, or restaurant use located on a single site or in a shopping center;
2. Banner signs are only for purposes of advertising a grand opening, going out of business, or promotional or sales event;
3. Banner signs must be of a flexible material, no permanent type signage shall be considered a banner;
4. Only one banner sign per any one year period for single use properties can be issued.

5. No more than three (3) banner signs shall be permitted at any one time and in any one year period in a shopping center with multiple tenants; (free standing real estate signs count towards the maximum 3 banner signs at any one time that are allowed);
6. Banner signs must be installed in on the same property as the business and must be in close proximity to the actual business;
7. Banner signs must be spaced at least 10 feet from each other;
8. Banner signs may not be greater than 50 square feet in size;
9. Banner signs must be installed at least seven (7) feet from the sidewalk;
10. Banner signs must be mounted temporarily in the ground, on a fence or wall; no permanent installation is allowed;
11. No banner sign may be located on the property as to pose or create a hazardous or health safety concern;
12. You have up to 15 days to install the banner and the banner sign may only be displayed for 45 days; the permit will expire 60 days from date of issuance;
13. The banner and any installation material must be completely removed after 45 days of being installed or before the expiration of the permit, whichever comes first, or you may be subject to a civil code violation;
14. The banner sign permit must be kept on the business premises and readily available for inspection by a Code Compliance officer or you may be subject to a civil violation notice;

I hereby affirm that consent from the property owner has been granted and I am hereby authorized to file this application for a Temporary Banner 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/Duly Appointed Agent:

Print Name

Signature

Date

FEE SCHEDULE

Description

Fee

Temporary Banner Sign

50.00

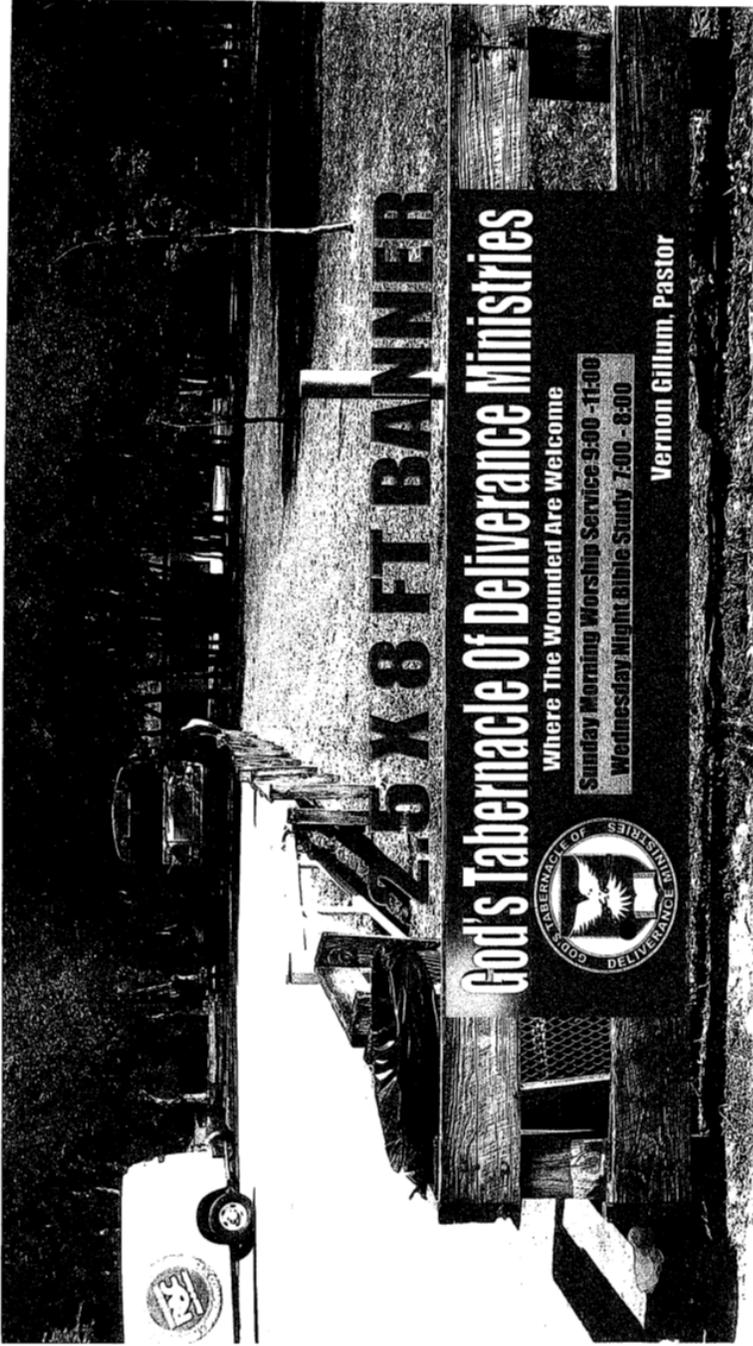
Surcharge of 15%

Grand Total

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

SAMPLES OF WHAT IS REQUIRED TO BE SUBMITTED:





ROLLING OAKES PARK



MIAMI FILM & TV ACADEMY, LLC.
TEMPORARY SIGN PLANS

