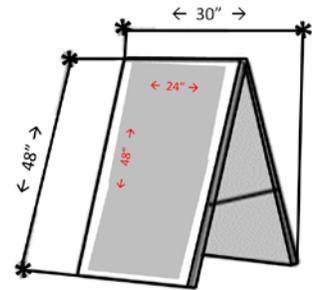




Portable Sign Application Checklist

- Completed & Sign Portable Sign Application including:
 - Site Plan identifying the location(s) of portable sign(s)
 - Sign may not be placed within twelve (12) inches of any curb or edge of pavement
 - Sign shall not be located more than twenty (20) feet from the wall of the building within which the permittee's business is located.
 - If located in City right-of-way or on private walk, please show a minimum of 48" clear pedestrian walkway
 - Graphic representation of the sign
 - Image, photo, or manufacturer's specifications
 - Sign Dimensions
 - Overall height
 - Maximum height from finished grade is 48"
 - Overall width
 - Together with its frame, wheels, handles, etc. shall not exceed 30"
 - Sign face dimensions
 - Shall not exceed 24" x 48"
- Certificate of insurance for \$100,000 when located on City right-of-way
 - City of Punta Gorda must be shown as additional insured
- Hold Harmless agreement when located on City right-of-way



Notes:

- Sign shall not be located more than twenty (20) feet from the wall of the building within which the permittee's business is located and signs must be placed within the side lot lines of the property upon which the permittee's establishment is located, or within the extension of said lot lines, if the sign is to be located in the right-of-way.
- The Portable sign must be designed and wind-proofed in a manner as to withstand normal thunderstorm conditions or gust of wind
- Only business located on the corner of 2 streets are permitted to have a secondary portable sign
- Complete portable sign regulations can be find in the City Code of Ordinances, Chapter 26, Article, 11, Section 11.3, Subsection (r) 1-9.

City of Punta Gorda, Florida



Zoning & Code Compliance
 326 West Marion Avenue
 Punta Gorda, Florida
 941-575-3314 Telephone
 941-575-3356 Fax
zoning@pgorda.us
www.pgorda.us

Portable Sign Application

Date Received _____ Permit Number _____

***No Charge Application**

Name of Business: _____

Address: _____ Business Phone: _____

Business Owner: _____

Address: _____ Contact Phone: _____

Hours of Operation:

| | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-------|--------|--------|---------|-----------|----------|--------|----------|
| Open | | | | | | | |
| Close | | | | | | | |

| | | |
|--|--|----|
| Sign location (draw <i>site plan</i> below): | What is the overall width of the sign: | |
| | What is the sign face dimensions: | |
| | Insurance certificate amount, if in right-of-way (attach certificate): | \$ |
| | Number of signs requested | |
| | How is the portable sign to be weighted/secured? | |
| | What is the overall height of the portable sign from existing grade: | |

Signature of business owner _____ Date

Zoning use only: Approved Denied City Sign Sticker # _____

Comments/Conditions of approval: _____