

**CITY OF BONITA SPRINGS**

Community Development Department  
9220 Bonita Beach Road, Ste. 111  
Bonita Springs, FL 34135  
Phone: (239) 444-6150  
email: permitting@cityofbonitaspringscd.org

**SIGN PERMIT APPLICATION (2021)**  
**PERMIT #:** \_\_\_\_\_

**\*\*\* THREE (3) SETS OF PLANS AND CONSTRUCTION DRAWINGS REQUIRED \*\*\***  
**\*\*\*ALL JOBS OVER \$2,500 WILL REQUIRE A RECORDED NOC BEFORE PERMIT ISSUANCE\*\*\***

The applicant shall insure that the application is accurate and complete and fully complies with all applicable zoning and land use regulations. Any additional expenses necessitated because of any inaccurate or incomplete information submitted to the division shall be borne by the applicant.

1. Business Name: \_\_\_\_\_ STRAP Number \_\_\_\_\_
2. Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
3. Unit Number: \_\_\_\_\_ Shopping Center Name: \_\_\_\_\_
4. Building **Unit** Frontage in Square Feet: \_\_\_\_\_ Road Frontage in Linear Feet: \_\_\_\_\_
5. Contractor License Number: \_\_\_\_\_ Company Name: \_\_\_\_\_
6. Contractor Name: \_\_\_\_\_ Phone: Area Code: \_\_\_\_\_ Number: \_\_\_\_\_
7. Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
8. E-mail Address: \_\_\_\_\_
9. Job Value: \$ \_\_\_\_\_
10. Type of Sign:  Portable (60 days)  Wall  Ground  Foundation
11. Sign Construction:  Single Face  Double Face  Painted  Plastic  Metal  Illuminated  
 No-Illumination
12. Sign Action:  Erect  Alter  Repair  Move  Temporary (180 days)  Copy Change
13. Setbacks (Ground Signs only): Front \_\_\_\_\_ ft (15'min) Side \_\_\_\_\_ ft Height \_\_\_\_\_ ft Area \_\_\_\_\_ square feet
14. All Sign Permits Need to Provide a Site Plan Showing:
  - a. All property lines and all applicable easements.
  - b. All streets bounding the property.
  - c. Proposed location of structure.
  - d. Location of all buildings on the property.
  - e. Proposed setbacks.
  - f. Distance from front lot line to the leading edge of proposed structure.
  - g. Location of any fire protection equipment such as hydrants and driveways.
  - h. Visibility Triangle.
15. Construction Drawings are Needed Showing:
  - a. Foundation and/or anchoring plan.
  - b. Wall section.
  - c. Electric plan if equipped with electric (lighting/receptacles) per 2008 NEC.
  - d. A statement of compliance as follows: "This structure has been designed in accordance with the 2020 edition FBC, sec 1609, or FRC sec 301.2.1, wind loads." (160 mile/hour wind zone)

### CONSENT TO ERECT SIGN

I will advise the business owner that obtaining a sign permit does not give them authorization to open a business without a Use Permit. I further understand that I am obtaining this permit and proceeding at my own risk and that if the Certificate of Occupancy or the Use Permit cannot be approved, the sign permit will not be approved.

Business Name: \_\_\_\_\_ Unit Number: \_\_\_\_\_  
 Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contractor License Number: \_\_\_\_\_ Company Name: \_\_\_\_\_  
 Contractor Name: \_\_\_\_\_ Phone: Area Code: \_\_\_\_\_ Number: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_

I, \_\_\_\_\_ do attest that the above information which I have submitted to the City of Bonita Springs Community Development is accurate and complete and any inaccurate or incomplete information submitted is a misrepresentation or error which may cause the zoning approval to be void and may further void or invalidate any permits issued based on the zoning approval. Any structures built pursuant to an invalidated permit must be removed or, if possible, a new application may be filed, and permits issued.

#### COMMUNITY DEVELOPMENT DEPARTMENT

Permit reviewed and approved based on information provided by applicant. Omitted and/or falsified information may void permit in accordance with 4-162(d).

#### APPLICABLE BUILDING CODES

7th ed. 2020 FBC; Florida Building Code: Building, Existing, Mechanical, Plumbing  
 7th ed. 2020 FFC; Florida Fire Prevention Code  
 NEC 2017; National Electric Code

#### \*\*\*SIGN ONLY IN THE PRESENCE OF A NOTARY PUBLIC\*\*\*

Contractor Signature: \_\_\_\_\_  
 Contractor Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

STATE OF FLORIDA  
 COUNTY OF LEE

Sworn to (or affirmed) and subscribed before me by means of physical presence  or online notarization  ,  
 this (day) \_\_\_\_\_ of (month) \_\_\_\_\_ , (year) \_\_\_\_\_ ,  
 by (name of person making statement) \_\_\_\_\_ .

Signature of Notary Public - State of Florida: \_\_\_\_\_  
 Print, Type, or Stamp Commissioned Name of Notary Public: \_\_\_\_\_

Personally Known  OR Produced Identification   
 Type of Identification Produced: \_\_\_\_\_