

PERMIT # \_\_\_\_\_

**PERMIT**  
**SIGN INSTALLATION**  
**CITY OF MEXICO BEACH**

Owners Name: \_\_\_\_\_ Contractors Name: \_\_\_\_\_

Address: \_\_\_\_\_ Contractors Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Contractors Phone: \_\_\_\_\_

Street Address of sign installation: \_\_\_\_\_

Type of sign: New \_\_\_\_\_ Existing \_\_\_\_\_ Alteration \_\_\_\_\_ Face Change \_\_\_\_\_

Electrical Sign: Yes \_\_\_\_\_ No \_\_\_\_\_

Use: Residential \_\_\_\_\_ Commercial \_\_\_\_\_

Purpose of Sign: \_\_\_\_\_

**NOTE:** This application must be accompanied by a Building Permit Application and a Detailed Drawing of All sign(s) requested. The colored drawing shall state and show ALL dimensions of the sign(s) and what materials the sign or sign parts are made of including posts, hangers, brackets, etc. The drawing must be detailed on how the sign will be mounted, hung, or displayed. All signage must be engineered to meet or exceed the Florida Building Code wind load requirements of 130 MPH 3-sec gust. Please submit engineered signed and sealed plans for review. The City has a proposed sign hand-out which is engineered and that criteria may be used instead of required engineering in some cases.

**NOTICE:** Upon application of this sign request, the City may require several days for processing. The city will perform a site visit to determine facts regarding compliance of the City Land Development Regulations. All signs must be inspected after installation.

I hereby attest to the information that I have provided is true and correct and affirm I intend to install the sign as required by the City Code. I further understand that a violation of the code could result in extensive fines and removal of any sign(s) that is in violation.

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ CONDITIONAL \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
City Official/Title

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Code Enforcement: