



City of Panama City Universal Application

Department of Development Services
501 Harrison Avenue, Panama City, FL 32401
850-872-3025 ~ plus@pcgov.org

1 Today's Date:

2 Has a change been requested for this property within the last year?

Yes No

3 Type of Request: (check all that apply)

- Banner Development Order (Temporary)
- Commercial / Industrial Development Order
- Construction Dumpster/Portable Container Permit
- Development Order
- Demolition Development Order
- Sign Development Order**
- Tent Development Order (Temporary)
- Other: _____

4 Property Location:

Address of Subject Property _____

Bay County Parcel ID #: _____

5 Property Owner / Business / Tenant Information:

Name: _____

Email: _____

Address: _____

Phone 1: _____ Phone 2: _____

City: _____ State: _____ Zip: _____

6 Applicant / Authorized Agent / Primary Contact / Contractor Information:

Name: _____ Email: _____

Address: _____ Phone 1: _____

City: _____ State: _____ Zip: _____ Phone 2: _____

7 Certification of Safety Compliance - Freestanding Sign (from a certified structural engineer or sign installer):

I hereby certify that I have examined the sign base and determined that it meets the Florida Building Codes and is structurally sound and safe to remain.

Signature of Engineer/Installer: _____

or attach letter of certification from the engineer.

PLEASE NOTE: Signs which were erected within the last 4 years or signs which have no visible sign of damage need not worry about this certification.

PLEASE PROVIDE:

- Application Fee **WAIVED**.
- Photograph of current sign or location where sign was located including wall and freestanding signs.
- Photograph of the base of the sign.
- Drawing of proposed sign(s) on building or free-standing
- Dimensions of the sign including height and size of each panel and cabinet.

8 Proposed Free Standing Sign(s):

Total Height of Sign & Supports: _____ feet

Height of Sign: _____ feet

Width of Sign: _____ feet

Lighting:

Internal External

9 Existing/Proposed Building Mounted Sign(s):

Wall on which Sign will be mounted: _____ feet

Width of Wall: _____ feet

Height of Sign: _____ feet

Width of Sign: _____ feet

Lighting:

Internal External

****OFFICE USE ONLY BELOW THIS LINE****

10 Existing Free Standing Sign(s):

Site Location: _____

Total Height of Sign & Supports: _____ feet

Total Height of Sign: _____ feet

Width of Sign: _____ feet

Received By: _____

Comments: _____

Approved Date: ____ \ ____ \ ____

Disapproved Date: ____ \ ____ \ ____

File Number: _____

