



BOARD OF ADJUSTMENT"

Sign Waiver Application

901 NW 66th Avenue, Margate, FL 33063
For Planning & Zoning Questions: 954-979-6213

OFFICE USE ONLY
BA #: _____
Hearing Date: _____

PART I. TO BE COMPLETED BY APPLICANT

Name of Applicant: _____

Address of Applicant: _____

Email: _____ Phone: _____

Name of Agent: _____

Email: _____ Phone: _____

Address of Agent: _____

Name of Property Owner: _____

Address of Property Owner: _____

Email: _____ Phone: _____

PART II. PROPERTY INFORMATION:

Address of Property: _____

Legal Description: _____

Lot Size/Area: _____ Zoning District: _____ Folio #: _____

Existing Use: _____ Proposed Use: _____

PART III. APPLICATION REQUIRMENTS: Please submit the following to the Development Services Department:

- 1) Sign waiver application form with Part I - Part IV completed and signed.
- 2) Legal survey with embossed seal, (1 original, stamped/sealed + 2 copies*) and 1 electronic copy in pdf format.
- 3) Layout or plan showing proposed changes; such as location of fence, building, etc. (3 paper copies and 1 electronic copy in pdf format required).
- 4) PROPERTY OWNER CERTIFICATION AND PERMISSION TO PROCEED form must be completed
- 5) Cash or Check in the amount of \$200.00 payable to: CITY OF MARGATE.
- 6) Public hearing sign bond agreement and cash or check in the amount of \$150.00 payable to: CITY OF MARGATE

PUBLIC HEARING NOTICES:

Per Section 31-55, at least 14 days prior to a scheduled hearing, the petitioner is responsible for mailing public notice to all property owners within 1,500 feet and posting public hearing signs on the property.

Proof of mailing and affidavit must be submitted at least 10 days prior to the scheduled hearing.

ATTENDEANCE AT HEARING IS MANDATORY FOR THE PETITIONER

FEE SCHEDULE:

Sign Waiver Request: \$200.00
Sign Bond: \$150.00
Reimburse City for Newspaper Ad

PART IV. VARIANCE:

The process for requesting a sign waiver is documented in Section 39.19 of the Margate Code of Ordinances.

Indicate the specific code a sign waiver is requested from and summarize the context:

The following questions must be answered to demonstrate the foundation for the sign waiver request as specifically required by the Code of Ordinances. As the applicant, you bear the burden of proving the sign waiver criteria:

1) There is something unique about the building or site configuration that would cause the sign permitted by this code to be ineffective in identifying a use or structure that would otherwise be entitled to a sign:

2) The granting of a waiver is not contrary to the intent of the sign code, the aesthetics of the area, or does not create a nuisance or adversely affect any neighboring properties:

Property Owner Certification And Permission To Proceed

This is to certify that I am the owner of the property located at _____ .

(Complete only if applicable) I have authorized _____ to make and file this application for sign waiver on my behalf. If my sign waiver application is denied, I understand that I may file an appeal within 7 days via the city clerk's office.

Signature of Agent

Signature of Property Owner:

Print Name of Agent:

Print Name of Property Owner:

STATE OF _____
COUNTY OF _____

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

Signature of Notary

Print of type name of Notary

_____ Personally known to me

_____ Produced identification _____

(Notary seal)



PUBLIC HEARING SIGN REMOVAL BOND AGREEMENT

I, _____, petitioner of record and on behalf of the property owner, hereby agree that the subject public hearing sign shall be removed within two (2) business days following a final determination by the governing body. Further, it is understood that by complying with this section, the \$150 cash bond will be returned to the petitioner of record.

If said public hearing sign is not removed in two (2) business days, I hereby authorize the administration of the City of Margate to remove said sign, billing the costs of the removal of the sign to the owner of the property.

I understand that the \$150 (one hundred fifty dollar) cash bond shall be forfeited and applied against the cost of removal to the City of Margate if said public hearing sign is not removed in two (2) business days.

Business Name

Street location

Signature

Date

OFFICE USE ONLY	
Date of Decision:	_____
Tabled to date certain:	_____
Two Business Days (after decision):	_____
COMPLIED:	Yes___ No___
If YES, initiate check request to Finance (601- 0000-220.18-00)	
If NO, inform Finance to deposit Bond (001-0000-369.90-01)	

Copy to Petitioner, Finance Department
Original to File

PART V. TO BE COMPLETED AFTER BOARD OF ADJUSTMENT ACTION.

Board Action:

Approved _____ Denied _____ Tabled to: _____

List Any Special Conditions: _____

Chairman of the Board of Adjustment

Date

Secretary of the Board of Adjustment

Date

If you would like this document in an alternate format, please call (954) 979-6213 or email dsd@margatefl.com