

Frequently Called Numbers



- temporary signage.
- (i) No more than a total of 33% of a business' windows may be obscured by exterior or interior temporary signage, including any current permanent signage that may be covering the business window.
- (j) Temporary promotional signage that is changed on a regular basis and is located on the inside of a window shall be permitted at any time without obtaining an event permit or sign permit provided that such signage does not exceed 33% of the window pane, including the sign area of any permanent signage on that window.
- (k) All temporary signage must be maintained so as not to become faded or torn and shall be tied down so it does not move or flap or flutter in the wind.
- (l) Temporary signage shall not be illuminated with any additional lighting that is not part of the existing lighting that is located on the site.
- (m) The following are prohibited advertising devices: Pennants, streamers, feather flags or flutter flags or similar type advertising device, windblown devices of any type, off-premises signs, electronic or electric signs, inflatable advertising devices, moving or non-stationary signs including signs being carried by a person and temporary signs placed on a vehicle.

To obtain a permit:

On Line
www.pgorda.us
 Click on "Permits & Applications"

Email:
pgcode@pgorda.us

Phone:
 941-575-3353

In Person:
 Zoning & Code Compliance
 126 Harvey St.,
 3rd floor Annex Building,
 Punta Gorda, FL

Billing & Collections	639-2528
Building/Permitting	575-3324 (Opt #1)
City Clerk/Local Business Tax Receipts ·	575-3369
City Manager's Office	575-3302
Finance	575-3318
Fire Dept. (non-emergency)	575-5529
Human Resources	575-3308
Park Rental	575-3352
Police Dept. (non-emergency)	639-4111
Public Works (Canal Maintenance, Parks & Ground, Sanitation/Recycling)	575-5050
Urban Design/Planning/Design Studio ···	575-3372
Utilities	575-3339
Zoning & Code Compliance	575-3314
Charlotte County Administration	743-1200
Charlotte County Human Services	833-6500
Charlotte County Mosquito Control	764-4370
Charlotte County Public Works	575-3600
Charlotte County Supervisor of Elections	883-5400

Florida's Harborside Hometown

Temporary Promotional Event



Punta Gorda

FLORIDA

LDR, Chapter 26, Section 13.5 Temporary Promotional Event

a) A Temporary Promotional Event means an inside or outside exhibition, community breakfast, craft fair, vacation bible school, sale or similar activity. A Temporary Promotional Event requires a no-charge zoning permit that must be obtained from the Code Compliance Division prior to conducting the event. A Temporary Promotional Event permit may be issued for non-residential uses located in residential zoning districts, such as but not limited to churches, private clubs, and golf courses.



1. All non-residential facilities are allowed to have up to eight (8) Temporary Promotional events per calendar year per site.
 - a) Each event shall not exceed 7 days in duration however a facility can combine two (2) events for a time period not to exceed fourteen (14) days.
 - b) There shall be a minimum of 30 days between each event unless two (2) events are combined to be a single event.
2. Temporary Promotional Event Signs
 - a) No more than two (2) temporary signs are allowed for a Temporary Promotional Event.
 - b) The total combined area of such temporary signage shall not exceed thirty-two (32) square feet.
 - c) Such signage may be placed up to two (2) days prior to the event and must be removed immediately after the event has ended.
 - d) Such signs shall be located entirely within the private property of the

facility that is holding the event and all signage shall be located a minimum distance of 15 feet from the fronting right-of-way.

3. Temporary tents may be permitted in conjunction with a Temporary Promotional Event.
 - a) If a tent is used with the Temporary Promotional Event, the tent may be in place no more than one day before and one day after the event. The tent must be removed by the end of the day following the event.
 - b) A separate tent permit must be obtained from the Fire Department prior to using a temporary tent. A tent permit shall not be issued until the Temporary Promotional Event permit has been issued.

Rules of Interpretation

Signage for all Business Events, Business Promotions, Grand Opening Events, and Temporary Promotional Events listed herein are subject to the following conditions unless otherwise specifically permitted or prohibited. The term 'event' as it is used in this section shall mean a Business Event, Business Promotion, Grand Opening Event or Temporary Promotional Events:

- (a) All signs must be professionally made or computer generated unless a portable chalkboard is used.
- (b) The sign area of any 'A' frame sign that is being utilized during any event as may be permitted by City Code shall be counted as one of the signs permitted or the only sign if a single sign is permitted. The sign area of such sign shall be counted towards the total square feet in area of signage permitted for any event listed herein.
- (c) Exterior temporary signage for events located



within the City Center (CC) and Neighborhood Center (NC) zoning districts shall be located within five (5) feet of the business entrance or shall be placed on the facade of the building.

- (d) Exterior temporary signage for events located within the Highway Commercial (HC) and Special Purpose (SP) zoning districts shall be located within fifteen (15) feet of the business entrance or shall be placed on the facade of the building.
- (e) Exterior temporary signage for businesses located in shopping centers shall be located no more than fifteen (15) feet from the main entrance door to their business; or if impractical, temporary signage may be placed no farther from the main entrance door than the far edge of the sidewalk or landscape island directly abutting the business frontage on the internal drive aisle.
- (f) No temporary signage for any event shall be permitted to be located near US 41 or the primary public road abutting the commercial or residential property in these zoning districts, unless otherwise specifically permitted or regulated.
 - (g) No temporary signage shall be placed in a manner that impedes pedestrian or vehicular traffic or creates a hazard. A minimum 48" wide clear pathway must be maintained at all times.
- (h) Businesses located on the interior of an enclosed mall or building shall not be permitted to display exterior temporary signage outside of the confines of the mall or building unless they have ground floor public street frontage to accommodate such

