Case # CA-	Permit #
Address	



## CITY OF PUNTA GORDA

URBAN DESIGN
326 WEST MARION AVENUE
PUNTA GORDA, FL 33950
(941) 575-3372
UrbanDesign@CityofPuntaGordaFL.com

## **APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

☐ No Charge — Staff Review (3 business days)			☐ Staff A	Approved	□ Staff De	enied	
\$50.00 Application Fee for HPAB Revie	<b>W</b> (30-60 business	days)	☐ HPAB	Approved	☐ HPAB I	Denied	
☐ Signage			Comme	nts:			
☐ Variance/Special Exception			Approve	d by:			
$\hfill \square$ Demolish or moving of any structure in	whole or in I	oart	Арргочс	а Бу			
Historic Significance: National Register Listed Structure National Register District - Non-Contributing Structure Other Historic Structure  National Register District Contributing Structure Florida Master Site File Listed Structure							
No structure, building, or sign shall be ere							
Register Historic Overlay District, property							
Florida Master Site File by the State of Florida Master Site File File By the State of Florida Master Site File File By the State of Florida Master Site File File File File File File File Fil						n of the Division	
Required Contents of Applications Who						ess annlicants	
must submit the following information:		ірріїоції	ii ioi ocit	moute of A	фргорпист	,55, apphounts	
CERTIFICATE		PRIATNE	SS CHEC	KLIST			
Application Fee (if applicable)	cation Fee (if applicable)						
☐ Signed & Notarized Certificate of Appropriateness			☐ Complete materials list (Specifications & Product				
Application	/:t		nages or S				
Signed Affidavit Authorization for Agent (if			Photographs or drawings relating the proposed project to the surrounding streetscape				
	pplicable) A copy of the deed or other evidence of ownership			A scale drawing of the proposed sign, including			
A copy of the deed of other evidence of	or ownership						
Structural engineer's analysis of structure (Required			proposed materials, message, lighting method, style and size of lettering, and a sketch or photograph showing				
for Demolitions)			the proposed location of the sign on the building or site				
Architectural elevations drawn to scale (if applicable)							
Application and all pertinent required data (listed below) MUST be submitted with this application							
1. Owner(s) of Record							
Name							
Address	City			State		Zip	
Phone	·	Email ad	ldress	•			
2. Authorized Agent – (if applicable – Property Owner must sign AGENT Affidavit below)							
Name							
Address	City			State		Zip	
Phone		Email ad	ldress				

Address of Property				
Current Use of Property				
Description of work to be perform	ied – please be specifi	ic and include pid	ctures when necessary	
For Signage Only – MUST INCLUDE PHOTO OF PROPOSED SIGNAGE				
Type of Sign	☐ Window Signage	☐ Wall Sign	☐ Projecting Sign	
Measurements of				
Window(s)/Door				
Measurements of Signage -				
Square footage of Signage –				
must not exceed 33% of				
window(s)/door(s)				
Proposed Materials for Signage				

NOTARY REQUIRED ON PAGE 3 – if renting building/space must include landlord/owners approval letter

I, the undersigned, being first duly sworn, testify and say that I am the owner, attorney, attorney-in-fact, agent, lessee or representative of the owner(s) of all of the property described and which is the subject matter of the proposed hearing; that all answers to the questions in this application, and all sketches, data and other supplementary material attached to and made a part of the application are honest and true to the best of my knowledge and belief. I understand this application must be complete and accurate before the hearing can be advertised, and that I am authorized to sign the application by the owner or owners.

NOTARIAL CERTIFICATE - ACKNOWLEDGEMENT					
Signature of Owner or Authorized Agent	Print Name	Date			
State of Florida County of Charlotte					
The foregoing instrument was acknowledged befor	e me by means of [ ] physical presence or [	] online notarization this			
day of, 20, by		, who is personally known to			
me or who has produced	as identification.				
(Signature of Notary)		Seal)			
AGENT AFFIDAVIT (	Property Owner to complete ONLY if app	olicable)			
I/We, property	y owner(s), hereby authorize	to act as			
Agent on our behalf regarding a CERTIFICATE O	OF APPROPRIATENESS APPLICATION on	the property commonly known as			
in Punta Gord	a, Florida.				
Signature of Property Owner	Print Name of Property Owner	Date			
State of Florida					
County of Charlotte					
The foregoing instrument was acknowledged befor	e me by means of [ ] physical presence or [	online notarization this			
day of, 20, by					
me or who has produced	as identification.				
	- <del></del>	5 N			
(Signature of Notary)	(5	Seal)			