



## TOWING SIGN PERMIT APPLICATION PACKAGE

For questions relating to towing permits within the City of Deerfield Beach, please contact the Planning & Zoning Division at 954-480-4206.

### **Requirements**

**Section 66-149** of the Deerfield Beach City Code states that all of the following requirements must be met to secure a towing permit for all existing and new tow signs.

1. **Notices may only be posted at the following locations:** No more than one notice must be prominently placed at each driveway access or curb cut and must be within ten feet of the public right-of-way line. If there are no curbs or access barriers, the signs must be posted at a distance of not less than one sign for every 25 feet of lot frontage. Notices may not be placed in any other location other than each driveway access or curb cut or every 25 feet of lot frontage, as required by this section.
2. The sign must have light reflective letters not less than two inches high on a contrasting background. The sign must indicate that unauthorized vehicles will be towed away at the owner's expense. The words "Tow Away Zone" must be included on the sign in not less than four-inch-high letters. The sign shall measure 18" x 24" in size.
3. The sign must provide the name and telephone number of the person towing or removing the vehicles and the location of the storage lot.

### **Be sure to attach the following:**

1. Two (2) copies of a Survey/or site sketch showing the proposed location of the signs.
2. Picture showing the design of the sign as demonstration of compliance with Section 66-149 of the Deerfield Beach City Code.
3. A permit fee of \$5.00 must be paid for each property containing up to five signs and a fee of \$3.00 for each additional sign.
4. If the applicant is a board member of a Homeowners or Condo Association, documentation of board membership must be provided.

### **Obtaining towing sign approval**

Once the permit is paid and issued by the Building Division, the sign structure must be permanently installed with the bottom of the sign not less than three feet and not more than six feet above ground level.

**After the installation of the sign, contact the Planning Division at 954-480-4206 in order to schedule an inspection for final approval of the signs.**

Submit to:  
City of Deerfield Beach  
Building Department  
Phone: 954-480-4250  
150 NE 2<sup>nd</sup> Ave.  
Deerfield Beach, FL 33441



Permit No. \_\_\_\_\_

## TOWING SIGN PERMIT APPLICATION

PLEASE PROVIDE IN FULL THE FOLLOWING INFORMATION (PRINT OR TYPE)

### Applicant Information

Owner of Property: \_\_\_\_\_ Phone Number \_\_\_\_\_

Owner Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

### Owner's Affidavit

Application is hereby made to obtain a permit to do work and installations as herein indicated. I certify that no work or installation has been started prior to the issuance of said permit and that all work will be performed to meet the standards of all laws regulating construction in Deerfield Beach. I certify that the sign(s) will be installed in accordance with Section 66-149 of the Code of Ordinances, and acknowledge that failure to install the sign(s) in accordance with Section 66-149 and the approved permit shall be subject to Code Enforcement action.

**Owner's Affidavit:**

I certify that the property on which the permit relates  is  is not covered by a Homeowners Condominium Association rules and regulations. I understand that the City does not enforce those rules and that the rules may differ to those of the City. I have been advised to contact my Association to assure compliance with their rules and regulations.

Owner (Sign) \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this \_\_\_\_ day of \_\_\_\_, \_\_\_\_ (year) by \_\_\_\_\_ (name of the person acknowledging).

Date \_\_\_\_\_ My Commission Expires \_\_\_\_\_ Notary \_\_\_\_\_

### Description of Work

\_\_\_\_\_  
 \_\_\_\_\_

### Application Processing Fee

A permit fee of \$5.00 must be paid for each premises containing up to five signs, and a fee of \$3.00 for each additional sign, prior to issuance of a permit.

QUANTITY	COST	FEE
	CMF	
	COUNTY TAX	
	HRS (Radon Gas)	
	PLAN REVIEW FEE	
	<b>TOTAL AMT.DUE</b>	

PLANNING SIGNATURE	REJ	APVD