ORANGE COUNTY ZONING DIVISION
201 South Rosalind Avenue, 1st Floor, Orlando, Florida 32801
Phone: (407) 836-3111 Email: Zoning@ocfl.net
www.orangecountyfl.net

Application – Billboard

Permit No. _____
FOR OFFICE USE ONLY

The Zoning Manager reserves the right to determine whether this application is complete and accurate. Incomplete applications will not be processed and will be returned to the applicant. The processing time may take up to thirty (30) days and requires an application fee (which includes a registration fee). There is an annual registration fee after the first year. Applicable fees can be found in the Fee Directory.

The building permit number shall be at least three (3) inches tall and at affixed eye level nearest to the road.

General Information (to be completed by applicant/property owner):

Name of Business: _____
Address of Business: _____City: _____ State: ____ Zip:_____
Parcel ID# (Click here for Parcel Information): _____
Applicant: _____ Email Address: _____
Property Owner: _____ Email Address: _____
Owner Address: _____City: _____ State: ____ Zip:_____
Phone Number: _____ or _____

Please check the type of billboard:

☐ Single Face ☐ Double Face (back to back separation _____inches) ☐ Triple Face ☐ Trivision
☐ V-Shape (back to back separation at apex _____ inches _____ and face separation)
Electronic Message Center (EMC) ☐ Yes or ☐ No?
If yes, is EMC equipped with automatic dimming technology, ☐ Yes or ☐ No?
Will EMC change copy at no less than eight (8) second intervals, ☐ Yes or ☐ No?

Proposed copy area of billboard face visible from one direction:

Excluding embellishments _____ square feet
Including embellishments _____ square feet

Total copy area of all billboard faces:

Excluding embellishments _____ square feet

Proposed height:

From finished grade level to top of billboard _____ feet

Proposed clearance between:

From finished grade level and bottom of billboard _____ feet
Vehicular travel way and bottom of billboard _____ feet

Proposed setbacks from property lines:

Front _____ feet Rear _____ feet Side _____ feet Street Side _____ feet

Proposed separation from other billboards:

Adjacent to limited access highway (2,640 feet required)
Billboard will be _____ linear feet from another billboard on the same side of highway.
No Adjacent to limited access highway (1,000 feet required)
Billboard will be _____ linear feet from another billboard on the same side of highway.

Proposed distance from other points:

Billboard will be _____ linear feet from nearest park.
Billboard will be _____ linear feet from nearest line of a residential district.
Billboard will be _____ linear feet from nearest line of an agricultural district.
Billboard will be _____ linear feet from toll plaza of limited access highway.
Billboard will be _____ linear feet from interchange ramp of limited access highway.
Billboard will be _____ feet radius from intersection of railroad right-of-way with road right-of-way.

State of _____

County of _____

Affirmation: I, _____ (applicant), hereby submit this information by requesting a permit to erect a billboard in Orange County, Florida. If said permit is issued, I agree to conform to all Orange County ordinances and Building Division regulations pertaining to same and to construct the sign in accordance with plans submitted. All of the statements provided are true to the best of my knowledge, and that work to be done under this permit is authorized by the property owner.

Applicant's Signature: _____ Date _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or who has produced _____as identification.

_____ Date: _____ (seal):

Notary Public Signature

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Zoning _____ FLUM _____Overlay District _____

County Commission District #1 2 3 4 5 6

Field Check By: _____ Date _____Results_____

Zoning Division Approval* By: _____ Issue Date: _____ Zoning Approval Expires: _____

*Approval is valid for sixty (60) calendar days.

Application must be submitted to the Building Division within sixty (60) calendar days following issuance of Zoning approval.

Zoning Hold: No ____ Yes ____ Reason _____

Special Conditions /Comments_____

BUILDING DIVISION

Nature of Work _____ Construction Type _____ Type of Structure _____

Owner Estimated Value $ _____ Building Division Value $ _____

Electrical Permit Required: Yes_____ No_____

Building Division Review By: _____ Building Review Fee $ _____

Building Permit Issued On _____

Plan Format _____ Total Permit Fee $ _____

Building Hold: No ____ Yes ____, Reason _____

Special Conditions / Comments _____