



# FLUA/TEXT APPLICATION

## PUBLIC NOTIFICATION SIGN STANDARDS & AFFIDAVIT

**INSTRUCTIONS:** Pursuant to the Unified Land Development Code (ULDC), the property subject of a Future Land Use Atlas Amendment application shall have notices (Public Notification Signs) posted by the applicant stating that the amendment is being considered by the County. Public Notification Signs shall be prepared following these standards:

### A. Specifications

1. Minimum Sign Dimensions: 3' High x 4' Wide (Landscape)
2. Sign Color: White
3. Material: Coroplast (water proof; 4mm), plywood or similar material
4. Font: Arial
5. Font Color: Black
6. Font Size: minimum of 3" fitted uniformly on the sign, with 5" minimum for phone number
7. The sign shall include the following text (See required format below):

**PALM BEACH COUNTY**  
**PUBLIC HEARING NOTICE**  
**FUTURE LAND USE CHANGE**  
**For information contact the Planning Division**  
**561-233-5300**  
[www.pbcgov.org/pzb/notices](http://www.pbcgov.org/pzb/notices)

### B. Installation (in addition to the minimum requirements of the ULDC)

1. A minimum of 1 (one) sign for each 500 feet of frontage on each adjacent right of way shall be installed within 45 calendar days following the sufficiency notice. The Planning Division may assign additional signs per right of way, but not more than ten total.
2. Signs shall be evenly spaced, set back no more than 25 feet, and installed as follows:
  - a. A minimum of three metal dowels, or
  - b. A minimum of two 2"x4" or 4"x4" wood, metal, or plastic fencing posts, or
  - c. Cable ties securing the signs to a fence on the subject site.
3. Signs shall not be attached to trees or utility poles/boxes.
4. The applicant will be required to reinstall the signs if they are not installed correctly and/or fall down.
5. The applicant must remove the signs no later than 5 days after the final hearing or withdrawal of the amendment.

### C. Proof of Installation

Upon installation, the applicant shall submit the following to the Planning Division:

1. A notarized "Future Land Use Atlas Amendment Public Notification Sign Installation Affidavit" stating that the sign(s) were installed consistent with these requirements, and
2. Photographs of the sign(s) with the installation date stamped on the photograph.



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## PUBLIC NOTIFICATION SIGN INSTALLATION AFFIDAVIT

**INSTRUCTIONS:** To be completed by individual submitting application (property owner or authorized agent). This affidavit is valid for one year from date of notary, and unless otherwise specified.

**Amendment Name:** \_\_\_\_\_

I certify that the real property described above has been posted with Public Notification Signs in accordance with the requirements of the County's Unified Land Development Code as follows:

1. \_\_\_\_\_ Number of signs for the above application have been installed on the subject site in a location that provides an unobstructed view and allows for clear reading from public rights of way;
2. The Signs have been produced by a Licensed Sign Contractor, and meet the specifications of the requirements of the Palm Beach County Future Land Use Atlas Amendment Public Notification Sign Standards;
3. Posting/Installation of the Signs was completed on \_\_\_\_\_, which is within forty-five (45) calendar days after the application was determined to be sufficient for processing;
4. I will ensure that the Signs are maintained on the subject property until the final action by the Board of County Commissioners or the application has been withdrawn or denied. The Signs, in no case, shall remain on the subject site more than five (5) days following the final action;
5. I understand that any knowingly false, inaccurate, or incomplete information provided by me will result in the denial, revocation, postponement, or administrative withdrawal of this application request;
6. Attached hereto as Attachment A to this Affidavit is a complete list of all photographs of posted signs along the subject property.

I am the  Property Owner  Authorized Agent (*check one*)

\_\_\_\_\_  
(Name in print)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of company, if applicable)

\_\_\_\_\_  
(Address, City, State, Zip)

### NOTARY PUBLIC INFORMATION

### STATE OF FLORIDA/ COUNTY OF PALM BEACH

The foregoing instrument was sworn to and subscribed before me by means of  physical presence or  online notarization, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_  
(*name of person making statement*). He/she is personally known to me or has produced \_\_\_\_\_  
(*type of identification*) as identification.

\_\_\_\_\_  
(Name in print)

\_\_\_\_\_  
(Signature)

My Commission Expires on: \_\_\_\_\_

**NOTARY'S SEAL OR STAMP**