

Right-of-Way Application

For the Placement of Directional Signs

TRANSPORTATION SERVICES DIVISION
ROW PERMITTING & INSPECTION
2885 SOUTH HORSESHOE DRIVE, NAPLES, FLORIDA 34104
Telephone Number: 252-5767
<http://www.colliergov.net/transadmin/transoperations/row/index.htm>

FILL IN ALL APPLICABLE INFORMATION

RIGHT-OF-WAY PERMIT # _____

PROJECT NAME _____

Special Event \$75 See Sign Rules

PLEASE PRINT

FEE PAID _____

Today's Date _____

Total Amount Paid _____

Receipt/Invoice # _____

Approval is hereby requested by _____
For the purpose of Placement of Signs in the County Public Right-of-Way
Address where event will be held at: _____
Start Date of Event: _____ End Date of Event: _____

Contractor/ Agent Information Business Name _____
Contact Name _____
Address _____
City/State/Zip _____
Telephone No. _____

Please follow these rules and regulations for placement of signs

Notes:

1. Sign Appearance:
 - a) Blue with white lettering. (Recommended)
 - b) Minimum, 18" x 24"
 - c) Maximum, 24" x 32"
 - d) Two (2) entrance signs to main event can be Permitted, maximum size shall be 4' x 8'
 - e) Signs shall include a directional arrow pointing in The direction of the event.
2. Signs shall all be professional in appearance and shall include the right-of-way permit number and the expiration date. **NO ADVERTISEMENTS ON SIGNS PERMITTED!**
3. No signs shall be erected prior to seven (7) days before scheduled event.
4. Sign location:
 - a) No signs located within medians.
 - b) No signs shall be attached to traffic control signs or other authorized highway signs.
 - c) Each sign shall be located a minimum distance of 30' from street intersection.
 - d) Each sign shall be located a minimum distance of 6' from the edge of pavement or a minimum of 3' from back of vertical curb.
 - e) The bottom of sign shall be a minimum of 12 inches above existing ground and the top of sign shall not exceed a distance of 5' above existing ground.
 - f) There shall be a minimum of 660' between each sign, with the exception for signs located @ intersections.
5. Each sign must have its own individual support system.

X

AUTHORIZED SIGNATURE

CAUTION: SIGNS NOT COMPLYING WITH CONDITIONS OF THE RIGHT-OF-WAY PERMIT AND THE PRECEDING GUIDELINES/ POLICY WILL BE SUBJECT TO REMOVAL BY CODE ENFORCEMENT AND SUBJECT TO NEXT YEAR'S PERMIT NOT BEING ISSUED FOR EVENT!

PERMIT APPLICATION FOR DIRECTIONAL SIGNS

In accordance with memorandum dated March 10, 1997 regulating the placement of Special Event / Directional Sign(s) within Collier County Rights-of-Way, the Permittee shall agree to the following:

1. **Obtain the Permit to perform work and / or maintenance in public right-of-way.**
2. **Pay Fees:**
 - a. Right-of-Way permit fee, \$75.00 or as required by Ordinance No. 2007-162. Made payable to the Board of County Commissioners.
3. **Provide map showing each sign location with a number 1, 2, 3, etc.**
4. **Provide a drawing or picture of sign. (See attached example)**
5. **Sign Appearance:**
 - a. Blue with white lettering. (Recommended)
 - b. Minimum 18" x 24"
 - c. Maximum 24" x 32"
 - d. Two (2) entrance signs to main event can be permitted, maximum size shall be 4' x 8'
 - e. Sign shall include a directional arrow pointing in the direction of the event.
6. **Signs shall all be professional in appearance and shall include the right-of-way permit number and the expiration date. NO ADVERTISEMENTS ON SIGNS PERMITTED.**
7. **No signs shall be erected prior to seven (7) days before scheduled event.**
8. **Sign Location:**
 - a. No signs located within medians.
 - b. No signs shall be attached to traffic control signs or other authorized highway signs.
 - c. Each sign shall be located a minimum distance of 30' from street intersection.
 - d. Each sign shall be located a minimum distance of 6' from edge of pavement or a minimum of 3' from back of wall curb.
 - e. The bottom of sign shall be a minimum of 12" above existing ground and the top of sign shall not exceed a distance of 5' above existing ground.
 - f. There shall be a minimum of 660' between each sign, with the exception for signs located at intersections.
9. **All signs must have individual support systems.**

I understand that signs not complying with conditions of the right-of-way permit and the preceding guidelines/policy will be subject to removal by Code Enforcement and subject to next year's permit not being issued for the event.

Signature and Title of Authorized Permittee

Date

Print Name

Right-of-Way Permit # _____