



**CITY COMMISSION
STAFF REPORT**

DEPARTMENT: Community Development Department

SUBJECT: Code Change to remove the requirement of a building permit to install window signage.

CITY MANAGER RECOMMENDATION:

BACKGROUND OF ITEM:

This is a Commissioner recommended code change. The item was brought to P&Z Board on 2/7/22 and had a recommendation of approval.

ANALYSIS:

Code change to remove the requirement of a building permit for window signage. An informational memo pertaining to window sign regulations will be created and included in a new business LBTR application package but window signage will no longer require a permit or have an inspection.

STRATEGIC PLAN:

Streamlining processes for new businesses.

FISCAL IMPACT:

Minor loss in department revenue. Window sign permits had a fee of \$20

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>

ALTERNATIVES:

Do not adopt proposed language.

ATTACHMENTS:

- Ordinance
- Staff Report, Strike-thru Language, P&Z Minutes

Workflow History



User	Task	Action	Date/Time
Chockley, Jason	NEW ITEM: Not Yet Routed	*COMPLETE: Forward ...	03/04/22 11:33 AM
Horowitz, Jacob	Assigned to Attorney	Return to Original Sub...	03/04/22 11:34 AM
	<i>Can this be re-uploaded so the agenda content reflects the title of the ordinance for first reading?</i>		
Allen, Tedra	Returned to Original Submitter by ...	Return to Attorney	03/08/22 11:51 AM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward t...	03/11/22 10:39 AM
Napoli, Joseph	Assigned to City Manager	COMPLETE: Forward t...	03/11/22 10:41 AM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End ...	03/11/22 11:11 AM
Allen, Tedra	END WORKFLOW - APPROVED		03/11/22 11:15 AM