

# APPLICATION TO PERMIT VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS

FDOT USE ONLY	
<b>PERMIT NUMBER:</b> _____	<b>RECEIVED BY:</b> _____ <b>DATE:</b> _____

NOTE: This application must be accompanied by a \$25.00 non-refundable application fee per site, not to exceed \$200.00 for multiple applications submitted simultaneously for the same district.

Applications must be submitted through <https://osp.fdot.gov> or by mail to:

Florida Department of Transportation  
605 Suwannee Street, M.S. 22  
Tallahassee, FL 32399-0450  
(850) 414-4545

### Parts 1-3 to be completed by Applicant

#### PART 1 - APPLICANT INFORMATION

Name of Applicant (Company): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, ZipCode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

FDOT Outdoor Advertising Account Number: \_\_\_\_\_

Sign Owner (if different from Applicant): \_\_\_\_\_

Contact Person (if different from Applicant): \_\_\_\_\_

#### Part 2 - SIGN/LOCATION INFORMATION

FDOT Permit tag number: \_\_\_\_\_

Sign is:     Not yet built     Existing     If existing, Date Sign Originally permitted: \_\_\_\_\_

County in which sign is located: \_\_\_\_\_

Highway Name & Number: \_\_\_\_\_

Nearest Highway Intersection Name and Number: \_\_\_\_\_

Distance from Intersection: \_\_\_\_\_    Direction from Intersection:     N     S     E     W

Posted Speed: \_\_\_\_\_

Direction Sign Faces:     N     E     S     W    Side of Road (traveling from intersection): \_\_\_\_\_

If applicable, permit tag numbers of two nonconforming signs surrendered: \_\_\_\_\_  
\_\_\_\_\_

#### PART 3 - APPLICANT CERTIFICATION

<p>To the best of my knowledge this information is complete and accurate. I have read and agreed to the Conditions of Permit of this application. Further, I understand that I am responsible for acquiring any local or other jurisdictional permits that may be legally required before performing the activities described herein.</p>	
<p>_____</p> <p>(Applicant Signature)</p>	<p>_____</p> <p>(Date)</p>

**APPLICATION TO PERMIT VEGETATION MANAGEMENT  
AT OUTDOOR ADVERTISING SIGNS**

**CONDITIONS OF PERMIT FOR VEGETATION MANAGEMENT**

- All permits must be on the site when the work is being performed. No work shall be performed at night, on Saturdays, Sundays, or state designated holidays. Work shall be performed in accordance with the permit. Work shall be accomplished during normal daylight hours. Work shall be performed in accordance with Rule 14-10.057, Florida Administrative Code (F.A.C.).
- The permittee must take measures, including placement and displaying of safety devices, that may be necessary in order to safely conduct the public through the project area in accordance with the current edition of the FDOT Roadway and Traffic Design Standards incorporated in Rule 14-46.001(2)(f), F.A.C., and the Manual of Uniform Traffic Control Devices incorporated in Rule 14-15.010, F.A.C.
- The permittee shall indemnify, defend, and hold harmless the FDOT and all of its officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any acts, actions, neglect, or omission by the Permittee, its agents, employees, or subcontractors during the performance of vegetation management or mitigation work as approved by the permit, whether direct or indirect, and whether to any person or property to which the FDOT or said parties may be subject, except that neither the permittee nor any of its subcontractors will be liable under this Article for damages arising out of the injury or damage to persons or property directly caused or resulting from the negligence of the FDOT or any of its officers, agents, or employees. The permittee will be held responsible for any damage on the right of way and repair to access areas, such as restabilization of slopes and replanting sod.
- Nothing in this permit shall be construed to give permission to anyone to construct or maintain sign structures from the right of way of a limited access facility. All access and maintenance for signs structures are to be done from off the state right of way.
- The permittee shall comply with Chapter 556, Florida Statutes, on Utility Notification Requirements.
- The permittee shall be responsible for determining and notifying all other users of the right of way.
- The permittee shall comply with all special provisions listed on the permit.
- The permittee shall notify the Department Maintenance Office indicated on the permit at least two (2) working days in advance of starting the proposed work.

**ATTACHMENTS TO APPLICATION**

The following must be included with your application:

**Color photographs of the sign and view zone taken within six weeks of the application submitted.**

**Credentials of Qualified Person Preparing Vegetation Management Plan and Appraisal**

- Qualifications are set forth in Rule 14-10.057, Florida Administrative Code.

**Proposed Vegetation Management Plan**

- Requirements for completing a vegetation management plan are set forth in Rule 14-10.057(1)(c), Florida Administrative Code.

**Signed agreement with District Maintenance Engineer (or designee) if application is for an alternative view zone.**

**WHERE MITIGATION IS NECESSARY:**

**An appraisal, with all calculations, for the value of the cut and removed vegetation.**

- Mitigation requirements are set forth in Rule 14-10.057(4), Florida Administrative Code.
- If the permittee is requesting permission to construct a mitigation project, please provide a mitigation (planting and establishment) plan pursuant to Rule 14-10.057(4), F.A.C. Include estimated budget of all expenses.

NOTICE TO PERMITTEE: You are advised to contact local governmental agencies where the work is to be performed to determine if they may require compliance with local regulations.

You must contact the Local Maintenance facility listed below a minimum of two (2) working days in advance of starting the proposed work:

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

Telephone #: \_\_\_\_\_

E-Mail: \_\_\_\_\_

<b>For FDOT Use Only</b>		
Name of Applicant (Company): _____		
New Application <input type="checkbox"/> or Renewal <input type="checkbox"/>		
For a new sign site: Date Notice of Intent to Permit issued: _____		
For an existing sign: FDOT Sign permit tag number: _____		
Is permit valid? <input type="checkbox"/> Yes <input type="checkbox"/> No Date permitted: _____		
If permitted after July 1, 1996, must two permits for nonconforming signs be surrendered? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See Attached		
Permit tag numbers surrendered _____		Date sign removed: _____
Permit tag numbers surrendered _____		Date sign removed: _____
RCI Section: _____	Milepost: _____	State Rd.: _____
I certify that the sign referenced above has been issued a state outdoor advertising permit or will be issued a permit pending approval of this Application to Permit Vegetation Management at Outdoor Advertising Sign:		
Signature of Outdoor Advertising Administrator: _____		Date: _____
<input type="checkbox"/> This application has been granted as filed. <input type="checkbox"/> This application has been granted with special conditions (listed below).* <input type="checkbox"/> This application has been denied for the reasons listed below.* (Initials)		
Signature of Project Manager, Resource & Vegetation Management (or designee): _____ Date: _____		
*This action is a Notice of Intended Department Action. If you disagree with the Department's proposed action, you may request an administrative proceeding in accordance with the attached Notice of Appeal Rights.		

**NOTICE OF APPEAL RIGHTS**

You may request a formal hearing pursuant to Section 120.57(1), Florida Statutes, if you disagree with the facts stated in foregoing Notice of Intended Department Action (hereinafter Notice). If you do not disagree with the facts stated in the Notice, you may request an informal proceeding pursuant to Section 120.57(2), Florida Statutes. You must send the written request to:

Clerk of Agency Proceedings  
 Department of Transportation  
 Haydon Burns Building  
 605 Suwannee Street, MS 58  
 Tallahassee, Florida 32399-0458

The written request must conform to the requirements of Rules 28-106.201 and 28-106.301, Florida Administrative Code, and must be received by the Clerk of Agency Proceedings no later than 21 days after you received the Notice. If a timely written request is not received, the proposed action set forth in the Notice will become conclusive and final and Department action will be taken as stated in the Notice. The written request must contain:

1. Your name, address and telephone number.
2. An explanation of how you are affected by the action described in the Notice.
3. A statement of how and when you received the Notice.
4. A statement of whether there are any facts in dispute (e.g., you disagree with the facts stated in the Notice or you contend that the Department failed to properly acknowledge certain facts) and, if so, what facts are in dispute.
5. A statement of whether you disagree with any non-factual matters in the Notice (e.g., policy or legal statements) and, if so, what non-factual matters are disputed.
6. A statement of the basic facts that support your position.
7. A statement of the relief that you seek.
8. A statement identifying any rules or statutes that are relied upon to support your position.
9. A statement whether you are requesting a formal or informal proceeding.
10. A statement of any other information that you contend is material.
11. A complete copy of the Notice, including this Notice of Appeal Rights.

You may request either a formal hearing pursuant to Section 120.57(1), Florida Statutes, or an informal proceeding pursuant to Section 120.57(2), Florida Statutes. Please note that, even if you request an informal proceeding, a formal hearing will be held if there are disputed issues of material fact (i.e., facts in dispute that are relevant under law or Department rules). If there are no disputed issues of material fact, an informal proceeding will be held.

If a formal hearing is held, this matter will be referred to the Division of Administrative hearings, where you may present witnesses and evidence and cross examine other witnesses before an administrative law judge, who will issue a recommended order that will be reviewed by the Secretary of Transportation. If an informal proceeding is held, you will have the right to provide the Department with any written documentation or legal arguments which you wish the Department to consider. If you wish to make an oral presentation (in person or by telephone) you must so state in your request for an informal proceeding.