



A Space For EVERYONE!

Businesses depend on customers and customers need a safe and clean place to park.

Parking regulations in Charlotte County are dependent on many things including: square footage of the building, the type of commercial use, and possible existing non-conforming restrictions based on the age of the property. In addition, handicapped parking spaces must also be provided.

For specific parking information on a particular piece of vacant property or an existing establishment, refer to code section # 3-9-79 on the Municode.com website. You can also call the Zoning Division at 941.743.1964.

Even the most beautiful landscaping is negated by a parking lot cluttered with debris. If the parking area contains debris which might puncture a tire, people hesitate to venture in, due to the potential for tire damage.

REQUIRED FOR NEW BUSINESSES:

After issuance of your **Commercial Name Change**, you must obtain a **Local Business Tax Receipt**. both documents are REQUIRED prior to scheduling your zoning inspection to open a new business.

To obtain your **Commercial Name Change** contact:
Zoning Division
18400 Murdock Circle, Port Charlotte, FL
941.743.1964
www.CharlotteCountyFL.com

To obtain the **Local Business Tax Receipt** contact:
Charlotte County Tax Collector
18500 Murdock Circle, Port Charlotte, FL.
941.743.1350
www.cctaxcol.com

Charlotte County has two code compliance officers dedicated to educating businesses about local ordinances and enforcing these regulations to encourage a clean and safe **business community**. Their goal is to work **together with business owners to gain voluntary compliance by providing education and assistance**. They have a great deal of **experience working with the citizens of Charlotte County and have an investment in the success of *our community***.



Construction Services, Code Compliance & Zoning
18400 Murdock Circle
Port Charlotte, FL 33948
Phone: 941.743.1201
Fax: 941-764-4907
CodeEnforcement@CharlotteCountyFL.gov

CHARLOTTE COUNTY Community Development Department

Commercial Code Enforcement



**Partnering with Our
Community to Build and
Maintain a Clean, Safe &
Successful Charlotte County**



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OUR PURPOSE



Our purpose is partnership – a partnership between the County and you—our business owners. We understand that compliance with local, state and federal regulations can be overwhelming – that’s where we can help. Our dedicated commercial code compliance officers are experts in the local requirements surrounding your business and can help you navigate the processes. The visual appeal and diversity of our commercial areas are just as important as our beautiful beaches, great fishing and everything else that Charlotte County has to offer. You and your business is the key to the County’s success.



BUILDING PERMITS A BUSINESS OWNER MAY NEED:

Interior Remodel – Work done on the inside of the building, whether a single unit or to create a multiple unit business, generally involving electrical, drywall, and plumbing.

External Alterations – Changes to the outside of the building such as fascia and structural work also requires a permit

Sign/Sign Face Replacement – Signage is important for advertising your business. Find out what your options are based on the frontage of your building and current codes.

Parking Lot – Your parking lot is your customer’s first impression – if needed, apply for a repaving and restriping permit.

PRIMARY SIGN means any **permanent** freestanding or building signage, which, due to its nature or design, requires a building permit in order to ensure conformity with applicable building codes. Examples include signs that require the laying of a foundation, signs which are electrified, and signs which must meet applicable wind-load requirements.

SIGN CODE

101

Snipe sign: Any sign generally of a temporary nature, made of any material when such sign is tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, stakes, fences, ground or other objects. Snipe signs are only allowed on private property. A sign permit is required. Snipe signs are NOT permitted in the right of way or public medians.

COMMON QUESTIONS REGARDING SIGNAGE:

-  **Where can I display my signage?**
Signs must be placed within the property boundary and not within the right of way or public medians.
-  **What size can my sign be?**
No single device can be larger than 32 square feet. Size is based on building frontage and the type of sign. Please call zoning for more information.
-  **How much does a sign permit cost?**
\$116 unless it is a face change only then the permit is \$22.

LANDSCAPING

The purpose of landscaping, buffering and tree requirements are to establish minimum standards so as to promote the health, safety and welfare of existing and future residents and visitors to Charlotte County.

These standards are intended to provide a comprehensive and consistent, yet flexible, framework for landscaping



thereby improving the appearance of the county by creating green space where development occurs, enhance soil conservation and the natural control of air, thermal, and water pollution, and ensuring the compatibility of different land uses over time.

Helpful Info:

www.municode.com SEARCH FOR **LANDSCAPING**

(detailed landscaping information based on specific need)

www.charlottecountyfl.gov COMMUNITY DEVELOPMENT PAGE

(for applications and forms)

www.floridata.com

(for landscape information)

Environmental Section of Community Development

941.764.4920 or Elizabeth.Nocheck@CharlotteCountyFL.gov



Florida-friendly landscaping: use of low-maintenance native plants and environmentally-sustainable landscaping practices that help to preserve Florida's natural resources and protect the environment.

DID YOU KNOW:

The Right of Way is generally the strip of land between the roadway and private property. Most times this also includes the medians between multilane roads and sidewalks. Private signage of any kind and landscaping **ARE NOT** permitted in this area.