

**Certification of Ownership  
(Administrative Appeals an Interpretation)**

Development Services Department – Planning & Zoning Division

City of Panama City, City Hall, 501 Harrison Avenue, 2<sup>nd</sup> Floor, Room 217, Panama City, FL 32401

Phone: 850-872-3025 | Email: [planning@panamacity.gov](mailto:planning@panamacity.gov) | Website: [www.panamacity.gov](http://www.panamacity.gov)

By printing my name and signature below I hereby certify that I am the owner of record of the property described and that I approve of the requested action(s) and hereby petitions the City of Panama City for an appeal as described herein. I hereby certify that the information provided in this application is true and correct and understand that deliberate misrepresentation of such information will be grounds for denial and reversal of this application and/or revocation of any approval based on this application.

I understand that administrative appeals requests will be required to go before the Planning Board for consideration. I understand a recommendation of approval from staff and approval from the Planning Board is not guaranteed. I also understand that the City of Panama City may take up to 30 days to complete its administrative reviews. I hereby acknowledge that City staff may enter upon my property for the purpose of site inspection and the placement of a public notice sign (if necessary) for this application. I understand it is unlawful to commence the clearing of land, excavations for, or the construction of any building or other structure, including accessory structures, or to store building materials or erect temporary field offices, or to commence the moving, alteration, or repair (except necessary repairs, not affecting the external or party walls, chimneys, stairways or heights of buildings) of any structure, including accessory structures, until the Development Services Department has issued a development order for such work. I understand that an incomplete application will result in a delay in processing. I understand that all fees are non-refundable. I understand additional quasi-judicial proceedings (annexation, future land use map amendment, rezoning variances, major development review etc.) may be required. I certify that I have read and understand the contents of this application and information provided herein and to my knowledge, this application is accurate and complete.

<b>Certification of Ownership</b>	
<div>Property Owner Name (Print): _____</div> <div>Property Owner's Signature: _____</div> <div>STATE OF _____ COUNTY OF _____ Sworn to and subscribed me</div> <div>this _____ day of _____, 20_____, By _____, the applicant is personally known to me or has produced _____ as identification. Notary Public: _____</div> <div>My Commission Expires: _____ NOTARY STAMP: _____</div>	

## Authorization of Applicant/Agent/Representative (Administrative Appeals an Interpretation)

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City of Panama City, City Hall, 501 Harrison Avenue, 2<sup>nd</sup> Floor, Room 217, Panama City, FL 32401

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By printing my name and signature below I hereby certify that I am the authorized agent and primary contact for the administrative appeals process and the requested action(s) herein and hereby petitions the City of Panama City to initiate the administrative appeals process as described herein. I hereby certify that the information provided in this application is true and correct and understand that deliberate misrepresentation of such information will be grounds for denial and reversal of this application and/or revocation of any approval based on this application.

I understand that administrative appeals requests will be required to go before the Planning Board for consideration. I understand a recommendation of approval from staff and approval from the Planning Board is not guaranteed. I also understand that the City of Panama City may take up to 30 days to complete its administrative reviews. I understand that City staff may enter upon the property for the purpose of site inspection and the placement of a public notice sign (if necessary) for this application. I understand it is unlawful to commence the clearing of land, excavations for, or the construction of any building or other structure, including accessory structures, or to store building materials or erect temporary field offices, or to commence the moving, alteration, or repair (except necessary repairs, not affecting the external or party walls, chimneys, stairways or heights of buildings) of any structure, including accessory structures, until the Development Services Department has issued a development order for such work. I understand that an incomplete application will result in a delay in processing. I understand that all fees are non-refundable. I understand additional quasi-judicial proceedings (annexation, future land use map amendment, rezoning variances, major development review etc.) may be required. I certify that I have read and understand the contents of this application and information provided herein and to my knowledge, this application is accurate and complete.

### Owner Authorization of Applicant, Agent or Representative

\*If the applicant is not the property owner and the owner is allowing the applicant to act on their behalf, a notarized signature of the owner is required.

Property Owner Name (Print): \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_ Sworn to and subscribed me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, By \_\_\_\_\_, the

applicant is personally known to me or has produced \_\_\_\_\_ as identification.

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_ NOTARY STAMP: \_\_\_\_\_

### Authorized Applicant, Agent or Representative

Applicant/Authorized Agent Name (Print): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_ Sworn to and subscribed me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, By \_\_\_\_\_, the

applicant is personally known to me or has produced \_\_\_\_\_ as identification.

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_ NOTARY STAMP: \_\_\_\_\_