



# CITY OF MIAMI BEACH, FLORIDA

## Public Works Department

### Checklist for Newsracks Permit

When applying for a Newsracks permit in the City's Right-of-Way, the following are required:

- Complete application
- Permit fee, \$15.00 per location
- 1 copy of site plan, (8½" x 11" minimum size) or two pictures from perpendicular angles
- Show street names
- Show North direction
- Identify corner (NW, NE, SW, SE) or mid block (East, West, South, North) side
- Show all buildings.
- Show building entrances and steps
- Show all fixtures(fire hydrant, traffic light pole, traffic signs, mail box, trash can, etc)
- Measurement between:
  - Box to curb
  - Box to building
  - Box to adjacent fixtures
  - Box to mark crosswalks
- Show sidewalk and parkway widths.
- Identify the location of the existing newsracks and the name of the publication.
- Identify the location of the proposed newsrack.