



SIGNAGE CERTIFICATE APPLICATION

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

City Website: arcadia-fl.gov

Date Stamp

Fee \$60.⁰⁰

R# _____

File No. : 15 - _____ SP

Signage regulations are designed to ensure public safety and minimize the negative visual impacts of outdoor advertising within the City. All commercial, professional and residential zoning districts establish regulations which limit the number, size, type, placement, and appearance of all signage and signage structures. Receiving a Sign Certificate from the City is generally the first step in the approval process, followed by applying for a Building Permit from the Desoto County Building Department for the actual sign installation or construction activities for securing or powering the structure.

APPLICANT'S INFORMATION

(Agent or Contractor)

Name: _____

Organization: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Telephone No.: () _____

Email: _____

PROPERTY OWNER'S INFORMATION

(Leave Blank if Same as Applicant)

Name: _____

Organization: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Telephone No.: () _____

Email: _____

I. Property Information

Parcel Address (if assigned): _____

Parcel Identification Number: _____

Business Name: _____

Street Name that Signage Will Face: _____

Is Signage for a Building with: Single Tenant Multi-Tenant Building Structure

Duration of Sign Placement: Permanent Temporary (No. of Days): _____

Zoning District of Subject Property: _____

Lot Frontage (in feet): _____ Building Frontage (in feet): _____

II. Signage Details - Please review each information block and indicate project information details:

<p>Type of Signage</p> <input type="checkbox"/> Ground sign <input type="checkbox"/> Wall sign <input type="checkbox"/> Awning sign <input type="checkbox"/> Tenant Panel <input type="checkbox"/> Other _____	<p>Action</p> <input type="checkbox"/> Erect <input type="checkbox"/> Alter <input type="checkbox"/> Sign Copy Change <input type="checkbox"/> Repair <input type="checkbox"/> Other _____	<p>Illumination</p> <input type="checkbox"/> No Lighting <input type="checkbox"/> Externally Lit <input type="checkbox"/> Internal LED <input type="checkbox"/> Internal Florescent <input type="checkbox"/> Other _____	<p>Construction</p> <input type="checkbox"/> Painted <input type="checkbox"/> Plastic <input type="checkbox"/> Metal <input type="checkbox"/> Channel Letters <input type="checkbox"/> Concrete Block <input type="checkbox"/> High Density Foam <input type="checkbox"/> Light Box <input type="checkbox"/> Wood <input type="checkbox"/> Other _____
<p>No. of Sign Faces</p> <input type="checkbox"/> Single Face <input type="checkbox"/> Double Face	<p>Size of Sign Structure</p> _____ Height _____ Length _____ Width	<p>Sign Copy Area Size</p> _____ Height _____ Length	

III. Signage Development Standards

<p>Identify All Existing Signs (if any)</p> <p><input type="radio"/> For Temporary Signs, leave blank</p> <p>Total Existing Signs: _____</p> <p>Total Sq. Ft. of All Signs: _____</p> <p>_____ No. of Signs on Building</p> <p>_____ No. of Signs on the Ground</p>	<p>For Ground Signs Only</p> <p>Zoning District: _____</p> <table border="0"> <tr> <td>City Code Standard</td> <td>Your Proposed Standard</td> </tr> <tr> <td>_____ Front Yard</td> <td>_____ Front Yard</td> </tr> <tr> <td>_____ Front Yard</td> <td>_____ Front Yard (corner lots)</td> </tr> <tr> <td>_____ Side Yard</td> <td>_____ Side Yard</td> </tr> </table>	City Code Standard	Your Proposed Standard	_____ Front Yard	_____ Front Yard	_____ Front Yard	_____ Front Yard (corner lots)	_____ Side Yard	_____ Side Yard
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_____ Front Yard	_____ Front Yard								
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_____ Side Yard	_____ Side Yard								

IV. Site Plan, Exhibits and Renderings – Please attach a signage detail and site plan sheet for ALL PROPOSED signage. Identify sign orientation, size of sign (sign copy area), and size of sign structures (height, length, and width). Incomplete information may delay your application review. Refer to the Sign Code to gain a better understanding of the sign standards, sign types, presence of other on-building or on-site signs that may count against maximum number of signs or total square footage of all sign copy area that may be permitted based on zoning district allowances.

<p>Planning and Zoning Review:</p> <p><input type="radio"/> Approved</p> <p><input type="radio"/> Denied</p> <p>_____</p> <p>Zoning Inspector Signature</p> <p>Date: _____</p>	<p>Utility Systems Review:</p> <p><input type="radio"/> Approved</p> <p><input type="radio"/> Denied</p> <p>_____</p> <p>Utility Inspector Signature</p> <p>Date: _____</p>	<p>Notes, Restrictions, and Permit Coordination:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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