



SIGNAGE CERTIFICATE APPLICATION

Hardee County Florida
Community Development
110 S 9th Ave
Wauchula, FL 33873
(863) 773-9430

County Website: hardeecountyfl.gov

Date Stamp

Fee \$75.00

R# _____

File No. : 25 - _____ SP

Signage regulations are designed to ensure public safety and minimize the adverse visual impacts of outdoor advertising within the County. All commercial, professional and residential zoning districts establish regulations which limit the number, size, type, placement, and appearance of all signage and signage structures. A Sign Certificate approval from the County and a Building Permit from the Hardee County Building Department are required for installation of a sign, where sign permits are required. Incomplete information may delay review of your application. Refer to Article 6 of the County's Land Development Code for sign standards and allowances.

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: _____

Current Use of Property/Business Name: _____

Zoning District of Subject Property: _____

Number of Street Frontages: _____ (Below, list the Street Name(s) and the Building/Tenant Frontage(s) (in feet):

Street Name/Frontage: _____ / _____ Street Name/Frontage: _____ / _____

Street Name/Frontage: _____ / _____ Street Name/Frontage: _____ / _____

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

Duration of Sign Placement: Permanent Temporary:

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

<p>Type of Signage</p> <input type="checkbox"/> Freestanding sign <input type="checkbox"/> Building/Wall sign <input type="checkbox"/> Canopy/Awning sign <input type="checkbox"/> Electronic Message sign <input type="checkbox"/> Temporary 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>Number of Sign Faces</p> <input type="checkbox"/> Single Face <input type="checkbox"/> Double Face	<p>Size of Sign Structure</p> <p>_____ Height</p> <p>_____ Length</p> <p>_____ Width</p>	<p>Size of Sign Copy Area</p> <p>_____ Height</p> <p>_____ Length</p> <p>_____ Sq. Ft.</p>	

III. Signage Development Standards

<p>Identify All Existing Signs (if any)</p> <p>Total Number of Existing Signs: _____</p> <p>Total Number of Freestanding Signs: _____</p> <p> Total Sq. Ft. of Freestanding Signs: _____</p> <p>Total Number of Building Signs: _____</p> <p> Total Sq. Ft. of Building Signs: _____</p> <p>Total Sq. Ft of Temporary Signs: _____</p>	<p>For Freestanding Signs Only</p> <p>The County requires a minimum sign setback of 10 feet from all property lines. This measurement shall be from the property line to the nearest point of the sign structure. In NO case shall any part of a sign overhang a property line or encroach on a public right-of-way or designated easement.</p> <p>Specify proposed setbacks below (as applicable):</p> <p>_____ Front Yard _____ Front Yard (corner lot)</p> <p>_____ Rear Yard _____ Side Yard</p>
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IV. Site Plan, Exhibits and Renderings

Submit a plan, sketch or other exhibit showing the proposed sign(s) and structural details, including: sign height, dimensions and sign copy area for each new sign; electrical and lighting details (as applicable); the location of new signs on the property; setbacks; the location, dimensions and area of existing signs on the property; and construction materials used.

V. Affidavit

I understand that I am required to include ALL property information, proposed improvements, and other such project delineations that may be necessary to confirm code compliance and to ensure no conflicts.

I understand it is the *Property Owner's* responsibility to ensure all development activity occurs within the designated property boundaries described in this application. Hardee County strongly recommends that all applicants obtain and submit a certified boundary survey, conducted by a licensed surveyor, prior to any planned development activities. Please be advised, in some cases, Hardee County will require the applicant to submit a certified boundary survey in order to fully process an application.

Signature of Applicant

Date

SIGNAGE INFORMATION SHEET: SIGN PERMIT APPLICATION

VI. Sign Design and/or Site Plan Details

1. Applications which lack essential information required by the County's Code of Ordinances cannot be processed for technical utility and zoning compliance review and will be returned to you for completion.
2. Provide site plan information and project details in a clear, legible format. If we are unable to understand or read project details, it may contribute to unnecessarily extending permit review processing time.
3. Reference your survey and plat information to ensure your improvements are within areas of legal ownership, and utility and service access are within approved easements and public right-of-ways.
 - Hardee County Property Appraiser property search website at: www.hardeepa.com
4. Exceeding height allowances or proposed encroachments into required yard setbacks (extending beyond zoning envelope or build-to lines) will require a zoning variance application -- and may not be supported by the County.

General Information to Provide on Site Plan

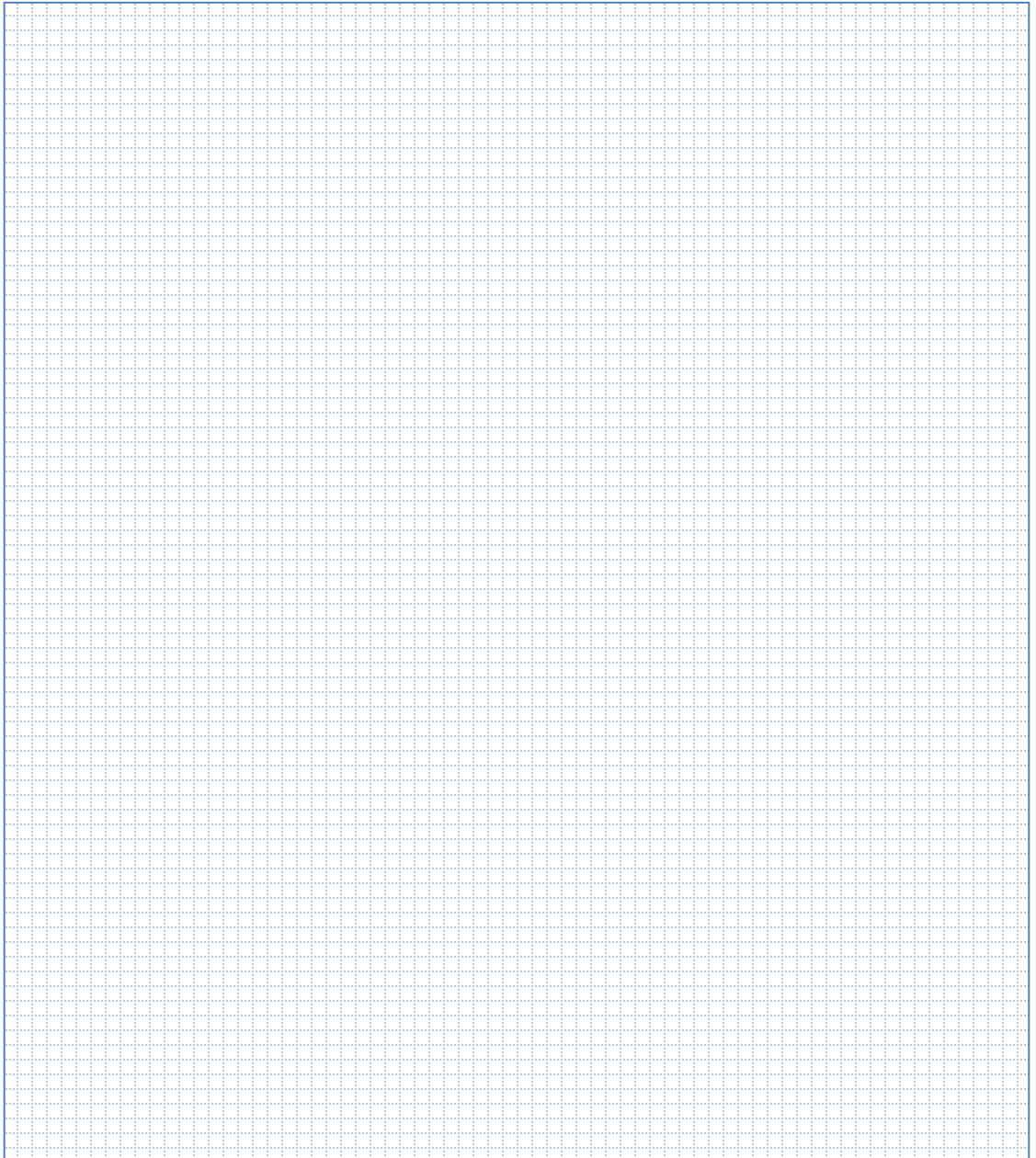
- North arrow
- Street names
- Property lines
- Right-of-ways
- Utility easements
- Identify primary building structures or points of reference
- Show measurement details in feet/inches

Signage Details

- Draw Full Sign
- Identify all signage architectural and design elements
- Identify sign copy area and include measurement of:
 - Height
 - Length

Site Plan Details

- Placement in yard
- For monument signs, include base, column and cap of structure
- Sign footprint
- Sign structure:
 - Height
 - Length
 - Width
- Include property address on signage structure



Code Enforcement Review:

- Approved
- Denied

C.E. Inspector Signature

Date: _____

Utility Systems Review:

- Approved
- Denied

Utility Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Public Works Review:

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Community Development (First Inspection):

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:

Community Development (Final Inspection):

- Approved
- Denied

Inspector Signature

Date: _____

Notes, Restrictions, and Permit Coordination:
