



## **SIGN PERMIT APPLICATION**

*Signs must comply with Indian River Shores Land Development Code Chapter 164 to include Ordinance 565 and 571.*

SIGN LOCATION ADDRESS: \_\_\_\_\_

ESTIMATED SIGN VALUE: FAÇADE \$ \_\_\_\_\_ FREESTANDING \$ \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_ LICENSE # \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

CONTACT E-MAIL ADDRESS: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

JOB ADDRESS: \_\_\_\_\_

SIGNAGE PROPOSED:

NUMBER OF SIGNS: ELECTRICAL: \_\_\_\_ NON-ELECTRICAL: \_\_\_\_ SIGN REFACING: \_\_\_\_

COLOR: \_\_\_\_\_ DIMENSION (HEIGHT X WIDTH) \_\_\_\_\_ ILLUMINATED Y or N

LOCATION IN RELATION TO BUILDING/PLACEMENT: \_\_\_\_\_

IF FREESTANDING SIGN, LIST TOTAL SETBACK FROM FRONT, SIDE AND REAR PROPERTY LINES: \_\_\_\_\_

IF FAÇADE (WALL) SIGN, LIST SIDES AND DIMENSIONS OF BUILDING FAÇADE WHERE SIGN IS TO BE PLACED: \_\_\_\_\_

MESSAGE ON SIGN: \_\_\_\_\_

QUALIFIER NAME: \_\_\_\_\_ QUALIFIER SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

*I hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,*

*personally appeared \_\_\_\_\_ who is \_\_\_\_\_ personally known to me or has \_\_\_\_\_ produced identification. Type of identification produced: \_\_\_\_\_*

*Official Signature of Notary Public* \_\_\_\_\_

*Notary Seal*



### **Sign Permit Application Procedures**

*Signs must comply with Indian River Shores Land Development Code Chapter 164 to include Ordinance 565 and 571. The following items are required for submittal:*

- Completed sign application.
  - Staff will review the application for approval. Upon receiving approval, the Building Department reviews the submittal to assure compliance with Florida Building Code and National Electrical Code.
- Engineered plans with a raised seal showing compliance with 160 mph wind loading exposure. Use exposure-C.
- Site plan showing sign location or drawing of façade, include the position of the sign in relation to lot lines, nearby buildings, structures, sidewalks, right-of-ways, easements and intersections.
- Monument sign-
  - List other monument signs on property.
- Façade sign-
  - List other signs displayed on same façade.

**NOTE:**

*Sign building permits are issued to licensed sign installation contractors, General Contractors, and Building Contractors.*