FLOOD: YES OR NO
ZONE:_____ BY:_____

Gadsden COUNTY
BUILDING INSPECTION

1-B E JEFFERSON STREET QUINCY, FLORIDA 32351
(850)875-8665, website www.gadsdencountyfl.gov

SIGN PERMIT APPLICATION

Job Site Address: _____City:_____
Parcel ID #:_____

Property Owners Name: _____

Address: _____City:_____State:_____Zip:_____
Phone: _____Cell:_____
E-Mail:_____Fax:_____

Company Name: _____ License No: _____
Address: _____City:_____State:_____Zip:_____
Phone: _____Cell:_____
E-Mail:_____Fax:_____

Signs must comply with Section 5700, Signs of the Gadsden County Land Development Code. Contact Planning at 875-8663 regarding sign code requirements with questions.

A Notice of Commencement is required for all permits that are $2,500 or more in value.

Fees: On-premise: $143.00 Shopping Center, Subdivision Entry or Electronic Message Boards: $286

Sign Valuation ($): _____ Permit Cost ($): _____

Sign Type (check applicable sign type) (See Sub. 5707):

____ Free Standing (Ground Sign)
____ Building wall sign, mansard, marque, awning, or canopy sign. List type: _____.
____ Hanging (Minimum of 8' feet above any public area).
____ Residential (Neighborhood or Subdivision Entrance) Sign
____ Shopping Center Sign
____ Electronic Message Center
____ Sign in Multiple Occupancy Building
____ Illuminated Sign

Provide two (2) sets of the following, as applicable:

_____ Engineered Foundation Plan for Free Standing (ground) Sign.
_____ Electrical Plan if Illuminated or an Electronic Message Center with certification of ambient light readings and demonstration of compliance with Section 5700, Subsections 5706.C and 5706.P.
_____ To scale Site Plan indicating location of sign(s), structures, driveways, roads, setbacks, & clear sight triangle; Dimensions of Sign, electronic message center and lettering; Area of sign face; Depth of Sign; Linear square feet of buildings for shopping center, multiple occupancy buildings, marquee, awnings and canopy signs; Height of sign from grade & from street; Area of sign to be illuminated or utilized for electronic message center; and, clear site triangle, if applicable.
_____ Supplemental materials required to address Electronic Message Center requirements (See Sub. 5707.P)

Planning Reviewer/Title: _____ Date: _____
Development Order Issued (Yes/No): _____ Finding: _____

(Please see reverse side for signature)

I hereby attest that all the information given is true and agree to follow all the regulations and codes pertaining to this permit.

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that maybe found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies. By signing this permit you are stating you are aware of these additional restrictions/permits.

Contractor Signature: _____ Date: _____

Gadsden County Land Development Code

SECTION 5700. SIGNS.

Subsection 5701. Purpose and intent. The purpose and intent of this subsection is to establish regulations for the systematic control of signs and advertising displays within the unincorporated areas of Gadsden County. These standards are designed to protect and promote the general health, safety and welfare of the public in a manner consistent with the following objectives.

A. To foster a good visual environment and enhance the economic well-being of the county as a place in which to live, visit and conduct business.

B. To contribute to the safe movement of traffic by controlling the excessive height, area and bulk of signs as well as certain types and lighting of signs which can distract the attention of pedestrians and motorists so as to constitute hazards to the traffic safety.

C. To encourage creativity and allow the sufficient conveyance of a message in a manner which promotes traffic safety and avoids visual blight.

D. To control the use of signs determined to be detrimental to the aesthetic sense and welfare to the County.

E. To regulate signs in a manner so as not to interfere with, obstruct the vision of, or distract motorists, bicyclists or pedestrians.

F. To encourage signs compatible to the area in which they are located and consistent with the category of use to which they pertain.

(Ord. # 2001-001, 5-15-01; Ord. # 2003-006, 8-19-03)

Subsection 5702. Procedures.

A. Application. An application, supplied by Gadsden County, for a development order shall be made with the Planning Official, or designee. The application shall be reviewed for compliance with this Section. Upon a demonstration of compliance with this Section and a payment of the adopted fee, a development order may be issued.

B. Content Neutrality. The approval or disapproval of a sign shall not be based on the content of the message contained or the viewpoint expressed on the sign.

(Ord. # 2001-001, 5-15-01; Ord. #2016-05, 9-06-16)

Subsection 5703. Exemptions.

A. Permanent Signs. The following types of signs are exempt from obtaining a development order, but are not otherwise exempt from the requirements of this Code:

1. Permanent signs that do not exceed thirty-two (32) square feet.

2. Wall mural signs.

B. Temporary Signs. Temporary signs that do not exceed thirty-two (32) square feet, and temporary banner signs that do not exceed one hundred (100) square feet. Temporary signs must be removed within ten (10) days after the purpose of the sign has been met.

(Ord. # 2001-001, 5-15-01; Ord. # 2003-006, 8-19-03)

Subsection 5704. Prohibited Signs. The following listed signs and sign types are prohibited:

A. Animated Signs. Except for electronic message centers as described in Subsection 5707.P.

B. No sign, temporary or otherwise, shall be affixed to a tree or utility pole, except for signs erected on property warning the public against hunting, fishing, or trespassing on the property.

C. Signs within the clear sight triangle or "clear vision zone" pursuant to Subsection 5609.

D. Signs located on publicly-owned land or easements or inside street rights-of-way, except those displayed by or under the direction of a duly constituted governing body.

E. Obsolete signs. Obsolete signs shall be removed within sixty (60) days after notice by the Planning Official. Obsolete signs shall include signs that can be documented as having no commercial or informational content for a period of one (1) year, or that advertise non-existent businesses or entities.

F. Signs that obstruct, conceal, hide or otherwise obscure from view any official traffic or government sign, signal or device.

G. Signs that create transportation or structural safety hazards.

H. Signs that emit sound, vapor, smoke, odor, particles, or gaseous matter.

I. Signs in waterbodies, unless authorized by the applicable governmental agency.

J. Three-dimensional objects that are used as signs.

K. Notwithstanding any other provision of this Code, no sign shall be subject to any limitation based on the content of the message contained on such sign.

L. Signs that are not expressly permitted.

(Ord. # 2003-006, 8-19-03)

Subsection 5705. Billboard Prohibition. No billboards will be permitted in the County. Billboards that were in existence prior to May 15, 2001 shall be grandfathered, subject to Subsections 5704.E and 5708.

(Ord. # 2001-001, 5-15-01)

Subsection 5706. General Standards.

A. Content. The approval or disapproval of development order for the erection of a sign shall not be based on the content of the message contained on such signs.

B. Location Standards. All signs shall meet the following:

1. The sign will not conceal or obstruct adjacent land uses or other signs.

2. The sign will not conflict with the principal permitted use of the site or adjoining sites.

3. The sign will not interfere with, obstruct vision of, or distract motorists, bicyclists, or pedestrians.

4. The sign will be installed and maintained in a safe manner.

C. Measurements of sign face area and height.

1. Sign face calculations. The sign face is the area of any regular geometric shape which contains the entire surface area of a sign upon which copy may be placed. The supporting structure or bracing of a sign shall not be counted as a part of the sign face area unless such structure or bracing is made a part of the sign's message. Where a sign has two (2) display faces touching back-to-back, the area of only one (1) face shall be considered the sign face area. Where a sign has more than one (1) display face, all areas which can be viewed simultaneously shall be considered as a sign face area.

2. Sign height:

   a) The height of a ground sign shall be measured from the curb level, or ground level at the edge of pavement if there is no curb, to the top of the sign.

   b) The height of a projecting sign shall be measured from the top of the sign face to the ground level at the edge of pavement.

C. Sign illumination.

1. Light spill over.

   a) Any spotlight provided for illumination shall be shielded such that the light source cannot be seen from abutting properties or approaching traffic.

   b) Lighting on any illuminated signs adjacent to Rural Residential property on the future land use map shall be shaded and directed at the sign base in order to limit illumination on residential property. Only white light is permitted within five-hundred (500) feet of parcels designated as Rural Residential on the Future Land Use Map.

2. Types of illuminated signs include, but are not limited to, the following:

   a) Reflective;

   b) Internal;

   c) Back-lit; and

   d) Spot-lit.

3. Lighting, including neon tubing or other similar devices other than indirect lighting, may be used in sign design or to outline any building. Neon tubing or other special lighting effects when used in sign design or building outlining is restricted to two (2) linear feet of neon tubing or the like for each foot of frontage. Display of neon tubing or other special lighting effects will be limited to the maximum of two parallel lines of tubing. Neon tube lighting shall not pulse, flash, or otherwise deviate from an on or off switched condition.

D. Number of signs.

1. One (1) on-premises ground sign per parcel is permitted.

2. When a parcel is located at the intersection of more than one (1) arterial or collector road, and uses pedestrian and/or vehicular access from these roads, one (1) additional ground sign shall be allowed for each arterial or collector road to which it has access.

3. Parcels with more than five-hundred (500) linear feet of road frontage on a single roadway shall be allowed one (1) additional ground sign. There shall be a minimum separation distance of at least three-hundred (300) linear feet between the two signs.

4. Additional signs may be permitted in accordance with and subject to the standards in Subsection 5707.

E. Sign Alteration. A development order shall be required for any sign alteration that includes, but is not limited to the following: The addition of surface area, the changing outline of surface area, the changing of the location of the light source or the relocation of the sign display from one position to another. When sign message is changed or the business name is changed without altering the total sign or when a maintenance or repair is done on a sign or its structure, these activities shall not be considered an alteration.

F. Obstruction of the Clear Sight Triangle or Public Ways.

1. No sign shall be erected within the Clear Sight Triangle as established pursuant to Subsection 5609. In addition, the vertical clearance shall be as follows:

a) Pedestrian Way - Signs extending or hanging over any public or private sidewalk or pedestrian way shall not be less than nine feet (9') above the surface of such way.

b) Vehicular Way - Signs extending or hanging over any public or private vehicular way shall not be less than fifteen feet (15') above the surface of such way.

(Ord. # 2001-001, 5-15-01; Ord. # 2003-006, 8-19-03)

Subsection 5707. Detailed Standards. The following shall apply to permanent on-site signs.

A. Future Land Use Category. Except where specifically provided, these signs shall be allowed in all Future Land Use categories except for the Rural Residential and Agricultural categories. Signs shall be permitted in the Rural Residential or Agriculture future land use categories only for the purpose of lawful non-residential or non-conforming uses.

B. Aggregate Surface Area of All Signs.

1. Shall not exceed two (2) square feet of area for each foot of building frontage occupied by the business or use displaying the signs, or one (1) square foot of area for each foot of frontage of property occupied by the building whichever is greater.

2. Maximum aggregate surface area allowed for each frontage: Two hundred (200) square feet.

C. Maximum Number and Placement of Signs. Only one (1) ground sign and one (1) wall, wall mural, mansard, marquee, canopy, projecting, or roof sign shall be allowed for each premise. Lots that have frontage on more than one street may utilize up to the maximum sign surface area allowed for each frontage. Transfers of allowable area may be made provided the maximum allowable area per street frontage is not exceeded by more than fifty percent (50%). Allowable signage may be placed at any location on the premises, subject to the requirements and restrictions of the Florida Building Code and this Code.

D. Special Maximum Surface Area Requirements for Wall Signs, Wall Mural Signs and Mansard Signs. Where a wall, wall mural or mansard sign is the only type of sign used, the maximum surface area shall be determined by the distance from the sign to the right-of-way line of the abutting street. Area is the height times the width of the attached sign. For signs comprised of several component icons or lettering, area shall be the maximum height times overall length of the combined components.

Distance from Sign to Abutting Street	Maximum Surface Area of Sign
Less than 25 Ft.	100 Sq. Ft.
25 Ft. - 100 Ft.	200 Sq. Ft.
100 Ft. - 400 Ft.	250 Sq. Ft.
Over 400 Ft.	300 Sq. Ft.

E. Maximum Height and Setbacks for Ground Signs.

1. Maximum heights shall be:

a) Twenty-five (25) feet for signs located on arterial roads.

b) Eighteen (18) feet for signs located on collector roads.

c) Twelve (12) feet for signs located in the Neighborhood Commercial Future Land Use category.

d) Twelve (12) feet for lawful non-residential or non-conforming uses in

the Rural Residential Future Land Use category.

e) Twelve (12) feet for lawful non-residential or non-conforming uses in any Agriculture Future Land Use category.

f) Sixty-five (65) feet for signs located on property within six-hundred and sixty (660) feet of any Interstate-10 interchange. All signs along Interstate-10 are subject to the Highway Beautification Act and any Florida Department of Transportation permitting processes.

2. Minimum setbacks shall be five (5) feet from any property line or easement, whichever provides the greater setback.

F. Wall Sign Projection. The face of wall signs may not project more than twelve inches (12") from the building wall to which they are attached (excluding raised letters or design provided maximum does not exceed fifteen inches (15").

G. Mansard Signs. Unless otherwise specified, the mansard roof portion of a structure may be used for the mounting of a sign, provided such sign shall not extend above the highest point of the mansard roof line upon which the sign is mounted.

H. Marquee or Awning Signs and Canopy Signs.

1. Signs or sign structures located on a marquee or canopy awning shall be affixed flat to the surface and shall not be greater than two feet (2') in vertical dimension above the marquee and shall not extend horizontally beyond the marquee or canopy.

2. An identification sign may extend vertically below the marquee or canopy, but may not exceed the dimensions of one foot (1') by six feet (6'), or exceed the width of the marquee or canopy, whichever is less, or extend less than nine feet (9') from the walking surface below or thirteen feet (13') from driving surface.

3. Graphics on awnings may not exceed twenty-five percent (25%) of the awning surface area.

I. Portable Signs. All portable signs shall be subject to the following limitations:

1. Each developed lot or parcel shall be limited to one special portable sign which shall advertise only the use(s) on that site.

2. Portable signs shall not exceed thirty-two square feet (32')in total area and shall not exceed six feet (6') in total height.

3. Portable signs shall maintain a minimum setback of five feet (5') from all rights-of-way and shall not encroach into the Clear Sight Triangle.

4. Portable signs shall not be placed within a defined driveway, access aisle, required loading zone, parking place, or drainage retention area.

5. Portable signs which are improperly maintained so as to be unsafe, illegible, or which advertise uses or businesses no longer in existence shall be removed by the property owner within thirty (30) days upon written notice by the Building Official, or designee.

6. Portable signs shall not occupy that area beneath a ground sign reserved for clear visibility.

7. Portable signs may be illuminated, but shall not scroll, flash, or otherwise be animated.

8. Portable signs shall be allowed on a property no longer than six (6) months.

J. Projecting Signs. All projecting signs shall be subject to the following limitations:

1. Projection Limitations: Eight feet (8') beyond the surface of the portion of the building to which it is attached or designed.

2. Surface area and height limitations:

Building Size	Area Limits	Maximum Height to Sign Base
1 Story	12 Sq. Ft.	12 Ft.
2 Story	12 Sq. Ft.	12 Ft.
3 Story	32 Sq. Ft.	20 Ft.
4 Story	42 Sq. Ft.	20 Ft.

K. Roof Signs. All roof signs shall be subject to the following limitations:

1. Only on-site signs shall be allowed (i.e. no offsite advertising).

2. No part of any roof sign or roof sign structure shall project beyond the outline of the building wall.

3. Signs on multiple occupancy buildings shall be uniform in setback and height.

L. Shopping Center Signs: For each shopping center, signs bearing the name and identification of the shopping center and of the establishments on the

premises shall be allowed, subject to the following requirements:

1. Maximum number of signs: One (1) ground sign for the first five hundred (500) linear feet of frontage adjacent to a street and one (1) additional ground sign for each additional five hundred (500) linear feet of frontage or major fraction thereof.

2. Maximum surface area for each shopping center ground sign shall be based on the gross leasable area (GLA) within the shopping center as follows:

   a) Neighborhood shopping center at least twenty thousand (20,000) but less than one hundred thousand (100,000) square feet GLA: One hundred seventy-five (175) square feet.

   b) Community shopping center at least one hundred thousand (100,000) but less than two hundred thousand (200,000) square feet GLA: Two hundred (200) square feet.

   c) Regional shopping center at least two hundred thousand (200,000) square feet GLA: Three hundred (300) square feet.

M. Signs for Establishments in the Shopping Center.

1. Each establishment located within the shopping center shall be allowed: One (1) sign not to exceed two and one-half (2 ½) square feet of surface area for each linear foot of store frontage with a maximum surface area of two hundred (200) square feet; and one (1) hanging marquee sign not to exceed the dimensions of one foot (1') by six feet (6') and not to exceed the width of the canopy, whichever is less.

2. Shopping center identification signs shall not be located on the rear or sides of a shopping center when such display would orient the sign to a residential neighborhood.

N. Residential Signs. One (1) permanent sign may be located at each entrance to a subdivision, multiple family residential development or manufactured housing park provided the following requirements are met:

1. Such sign shall contain only the name of the subdivision, development, or park and shall not contain promotional or sales material.

2. The sign shall not create a physical or visual hazard for motorists entering or leaving the subdivision.

3. An acceptable legal entity shall be provided by the developer or its

assigns, to assure the maintenance of the subdivision sign.

4. The sign shall not exceed ten feet (10') in height.

5. The sign shall not exceed forty (40) square feet in area.

6. The sign shall be located outside of any right-of-way.

O. Signs in Multiple Occupancy Buildings. Where a single building or a complex of buildings on a separate parcel of land that contains two (2) or more separate establishments, the following shall apply:

1. Building signs for individual establishments within multiple occupancy buildings:

   a) Individual establishments with subdivisions of space by means of walls or partitions: One (1) sign not to exceed two and one-half (2 ½) square feet of surface area for each linear foot of establishment frontage with a maximum surface area of two hundred (200) square feet; and one (1) hanging marquee sign not to exceed the dimensions of one foot (1') by six foot (6') and not to exceed the width of the canopy, whichever is less.

   b) All individual establishments with no subdivision of space by means of walls or partitions: One (1) wall sign. The building sign area for each individual establishment shall be a percentage of the frontage of the entire undivided area based on the number of establishments. Two (2) establishments shall not exceed sixty percent (60%) of the building frontage; three (3) establishments shall not exceed forty-five percent (45%) of the building frontage; four (4) or more establishments shall not exceed thirty-three percent (33%) of the building frontage.

2. Ground signs for multiple occupancy buildings: Such buildings shall be permitted one (1) ground sign with surface area not to exceed one (1) square foot per foot of property frontage of the building or two (2) square feet per foot of building frontage whichever is greater, with a maximum of one hundred fifty (150) square feet. Transfers of allowable area may be made provided the maximum allowable area per street frontage is not exceeded by more than fifty percent (50%).

3. Exception: Where more than one building exists on a separate parcel of land and each building is provided separate and distinct parking facilities and entrances to the property from other properties or roads, each building shall be permitted one (1) ground sign with surface area not to exceed one (1) square foot per foot of property frontage of the building, or two (2) square feet per foot of building frontage, whichever is greater, with

a maximum of one hundred fifty (150) square feet.

P. Electronic Message Centers. An Electronic Message Center or board is allowed as part of an on-site ground sign otherwise permitted under this Section, subject to the conditions below:

1. Signs on the entire property must be brought into compliance with Section 5700.

2. Only one Electronic Message Center sign is permitted per parcel or lot.

3. The message or copy shall not change or move more often than every 8 seconds. It shall change instantaneously, without rolling, fading, or the illusion of movement, and shall not flash or vary in brightness except to change at sunrise or sunset.

4. Electronic Message Center signs shall be constructed with a photocell to compensate for all conditions, day or nighttime hours, and shall adjust the display's brightness to a level that is not in excess of 0.3 foot candles above ambient light levels.

5. The sign manufacturer shall certify that at least thirty (30) minutes past sunset, and with the electronic display either turned off, showing all black copy, or blocked, a foot candle meter will be used to record the area ambient light level. An ambient reading will be taken with the meter aimed directly at the electronic display at a distance of one hundred (100) feet. To establish the illumination level, the electronic display will be turned on to show all white copy and a second reading taken.

6. The sign owner shall provide upon installation written certification from the sign manufacturer that the light intensity has been factory preset not to exceed the levels specified above, and the intensity level is protected from end-user manipulation by password protected software.

7. Electronic Message Center signs shall be allowed only along and oriented to roadways that are classified as collector or arterial roadways: 1) on properties within the Commercial, Heavy Industrial, Light Industrial and Urban Service Area Future Land Use, and 2) on properties containing lawful non-residential or nonconforming uses in the Public, Urban Service Area, Rural Residential and Agriculture Future Land Use Districts.

8. Off-site signs may not use Electronic Message Centers.

9. All Electronic Message Center Signs shall be constructed and operated so that the message center defaults to a dark screen when not displaying a message.

10. To protect the special character, beauty, and ambiance of the waterfront areas, Electronic Message Centers are prohibited within 100 feet of any jurisdictional wetland line.

11. The Electronic Message Center shall be located no closer than five feet (5') from any right-of-way and no closer than one hundred (100') feet from any other property line.

(Ord. # 2001-001, 5-15-01; Ord. #2003-006, 8-19-03; Ord. #2016-014, 9-06-16; Ord. #2016-15, 11-15-16)

Subsection 5708. Non-Conforming Signs. Non-conforming signs may remain in a non-conforming state subject to the following restrictions:

A. Public Hazard. The sign must not constitute a threat to the general health, safety, or welfare of the public.

B. Expansion or Extensions. A non-conforming sign shall not be expanded or enlarged.

C. Change of Location. A non-conforming sign shall not be moved unless the sign is made conforming to the requirements of this Code.

D. Maintenance and Repair. A non-conforming sign may be maintained or repaired. However, if the maintenance or repair is more than twenty-five percent (25%) of the replacement cost of the sign, the sign must conform to the requirements of this Code.

E. A non-conforming sign shall be removed or made conforming to the requirements of this Code within ten (10) years of becoming non-conforming.

F. Conflict. In the event of conflict between the provisions of this section and other portions of this Code, then the provision of such other portion shall prevail.

Subsection 5709. Removal of Illegal and Prohibited Signs. Any sign which was erected out of conformance with this Code shall have ninety (90) days from the date the applicant is notified of the violation in which to remove the sign or bring the sign into conformity.

(Ord. #2016-014, 9-06-16)