



# Multi-Occupant Ground Sign Permit Application

(Other than for Comprehensive Sign Plans)  
Reference: City of Edgewood Code of Ordinances, Section 122-4  
Submit Application Package to [info@edgewood-fl.gov](mailto:info@edgewood-fl.gov)

**REQUIRED NON-REFUNDABLE REVIEW FEE: \$100 plus pass-through fees (ordinance 2019-01)**

## Property Description

## Required Measurements

Address: \_\_\_\_\_

• Total building sqft: \_\_\_\_\_

\_\_\_\_\_

• Owned/Leased space sqft: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

• Linear feet of building front facade: \_\_\_\_\_

Parcel Zoning: \_\_\_\_\_

• Square footage of existing wall sign(s): \_\_\_\_\_

\_\_\_\_\_

## Application Must Include the Following Documents:

1. Notarized authorization from the property owner stating that the applicant has the authority to apply for the sign permit, make changes or corrections to the submitted application and install the approved sign. (if applicable)
2. Sign Drawing(s): A scalable sign plan that shows the fully dimensioned proposed sign(s) drawn to a minimum scale of one inch equals 50 feet and that demonstrates conformance with Code Section 122 (Signage)
3. Photos of the window(s) and/or glass doors to demonstrate compliance with Code Section 122.
4. Site Plan: A fully dimensioned and scaleable site plan showing the lot frontage(s), building frontage and the location of all proposed sign(s). To Include the Following:
  - The location of all existing public or private streets, other rights-of-way, sidewalks, and onsite easements within 50 feet of the proposed sign.
  - The location of all ground signs on adjacent property within 30 feet of a shared property line.
  - The property boundaries within 100 feet of the property sign.
  - The distance of proposed signs from the adjacent street curb or pavement (whichever is closest to property), right-of-way, and property lines.
  - The site visibility triangle consistent with subsection 114-4(2) of the City of Edgewood Code of Ordinance, if applicable.

## Contact Information

## Business Owner Compliance Certification

Business Name: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Sign Company: \_\_\_\_\_

Permit Specialist Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

All signage, including door and window signs, must comply with the current City of Edgewood Sign Code (the "Sign Code"). The tenant and/or owner of each business bear(s) the responsibility to review the Sign Code and ensure continuing compliance therewith for the entire duration of the operation of said business. A sign permit will not be issued if non-compliant signage exists on-site, as determined pursuant to Code Section 122 of the Sign Code.

**I hereby certify and attest that I have read, understand, and acknowledge the City of Edgewood Sign Code. I further understand and acknowledge that any failure to comply with the provisions of said Sign Code may subject me to enforcement actions, including but not limited to those initiated by the City of Edgewood Code Compliance Department.**

Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

# **Multi Occupant Ground Sign**

## ***Sec. 112-13(b)(2)(a)***

### ***a. Ground Signs:***

- i.** A multi-occupant tax parcel shall be allowed one Low Profile, Tall Profile, or Large Parcel, if qualified. The maximum total sign face for a ground sign shall be equal to 1.5 square feet for each linear foot of building frontage or 72 square feet, whichever is less, unless the tax parcel qualifies for a Large Parcel Sign, then the maximum ground sign face shall be 200 square feet. The building frontage for this specific code section shall include all sides that have the primary business entrances regardless if the sides face different roads or the parking lot. A single occupant building existing on a multi-occupant parcel shall be treated as part of the calculation as if the building was connected to the multi-occupant structure.
- ii.** The ground sign shall be located at least 20 feet from any side property line; setback at least 20 feet from the existing back of road curb or pavement, if no curb exists; outside any Site Visibility Triangle; and separated at least 50 feet from any other permanent freestanding sign, including those on adjacent property.
- iii.** For any parcel abutting multiple public road rights-of-way, one additional ground sign shall be allowed per secondary road frontage. The additional ground sign face shall not exceed 32 square feet or 50% of the square footage of the sign face along the primary road right of way, whichever is greater. The sign location along the secondary frontage shall meet all ground sign location criteria in addition to being located at least 100 feet from the point of road intersection with the primary road, as determined by measuring along the right-of-way extended to the point of intersection. The secondary frontage shall be the road with the lowest traffic count.
- iv.** Ground signs on multi-occupant parcels may include multiple sign panels subject to the following:
  - 1.** No airspace shall exist between sign panels or sign cabinets;
  - 2.** Sign panels located on the same horizontal plane shall be of the same height and configured so that the top and bottom edge of each panel is aligned; and
  - 3.** When multiple sign panels are located on the same horizontal plane immediately above or below another row of multiple sign panels, all sign panels in such rows shall be of equal width and aligned so that the left and right edge of each panel is aligned.