



**SIGN PERMIT APPLICATION**

As governed by City of Sebastian Land Development Code Section 54-3-16, it is essential that all of the following questions be answered. Additional regulations can be found in Section 54-4-21. Before any outdoor advertising display within the corporate limits of the City of Sebastian, Florida or any addition shall be made to any existing sign, the owner or sign erector shall apply for a sign permit.

PERMIT # \_\_\_\_\_ TRACKING # \_\_\_\_\_ DATE: \_\_\_\_\_ REC'D BY \_\_\_\_\_

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

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

CONTRACTOR NAME: \_\_\_\_\_ LICENSE # \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

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

**PROPOSED SIGNAGE:**

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

COLOR: \_\_\_\_\_ DIMENSION (HEIGHT X WIDTH) \_\_\_\_\_ ILLUMINATED \_\_\_\_\_

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: \_\_\_\_\_

CONTRACTOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 by \_\_\_\_\_ who is \_\_\_\_\_ personally known or who has \_\_\_\_\_ produced identification. Type of  
 identification produced: \_\_\_\_\_

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

Notary Seal



### **SIGN PERMIT APPLICATION PROCEDURES**

1. Sign permit applications may be obtained from the City of Sebastian Building Department or on-line at [Cityofsebastian.org](http://Cityofsebastian.org) Applications for sign permits are submitted to the Building Department for processing.
2. Upon receiving a zoning approval, the Building Department reviews the submittal to assure compliance with Florida Building Code and National Electrical Code.
3. Attach 3 colored copies of proposed sign
4. Submit 3 copies of Engineered plans, one with a raised seal showing compliance with 140 mph wind loading-exposure-B; use exposure-C if on or east of US Hwy-1 or adjacent to open areas greater than 600 ft.
5. Submit 3 site plans showing sign location or drawing of façade, include the position of the sign in relation to lot lines, nearby buildings or structures, sidewalks, right-of-ways, easements and intersections.
6. If monument sign, list other monument signs on property
7. If façade sign, list other signs displayed on same facade
8. Sign building permits are issued to licensed sign installation contractors, general contractors, and Building Contractors. Owners who own and operate their own business on the property and are not part of a rental or lease agreement may apply for an owner/builder permit.
9. A fee is charged for each permit. There is a \$75.00 plan review fee. Building permit fees are per sign as follows: \$45.00 per each non-electrical sign, plus \$30 for each additional non-electrical sign on the property; \$90.00 per each electrical sign plus \$60 for each additional electrical sign on the property; \$45 for each sign re-facing.