



THE CITY OF  
**CRESCENT**  
**CITY** FLORIDA

**SIGN PERMIT APPLICATION**

**ZONING and/or SET BACK REQUIREMENTS**

\_\_\_\_\_ \$ 75.00 Construction value less than \$501.00

\_\_\_\_\_ \$75.00 plus \$5.00 per \$1,000.00 Construction value of more than \$501.00

OWNER OF PROPERTY: \_\_\_\_\_ OWNER PHONE NUMBER: \_\_\_\_\_

LOCATION OF PROPERTY: \_\_\_\_\_

NAME OF CONTRACTOR: \_\_\_\_\_ Phone Number of Contractor: \_\_\_\_\_

ADDRESS OF CONTRACTOR: \_\_\_\_\_

**DESCRIPTION OF IMPROVEMENTS**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
APPLICANTS SIGNATURE

\_\_\_\_\_  
Date

PARCEL NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

ZONING: \_\_\_\_\_

CITY O.L # \_\_\_\_\_

MAX. HEIGHT: \_\_\_\_\_ MAX. SIGN FACE: \_\_\_\_\_ MINIMUM SET BACK(S): \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ APPROVED

\_\_\_\_\_ DENIED

**SPECIAL CONDITIONS/COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City Manager/Planning Director

\_\_\_\_\_  
Date

## City of Crescent City

Edited from Sec. 3.1 Crescent City Code of Ordinances and transferred to Sec. 6.7 of the Land Development Code

### 6.7 Signs

The provisions of this section are intended to promote the city's economic well-being, traffic safety, and visual environmental quality by creating the necessary legal framework to govern the number, location, and other characteristics of signs. It is the intent of this section to encourage the use of signs which are compatible with their surroundings and appropriate to the type of activity to which they pertain.

#### 6.7.2 Definitions.

**A-frame signs** aka sidewalk or sandwich signs means a time-limited-signs not secured or attached to the ground or any building or structure and displayed for the benefit of pedestrian traffic.

**Animated sign.** A sign that includes visible moving parts, and flashing or oscillating lights. An animated sign is not an Electronic Message Center (EMC) sign.

**Banner sign.** Any sign possessing characters, letters, illustrations, or ornamentations applied to cloth, paper, or fabric of any kind, either with or without frame.

**Building mount sign.** Sign with the display area mounted parallel to the building façade on which it is mounted.

**Building Projection sign.** Sign with the display area mounted perpendicular to the building façade on which it is mounted. May project over the non-vehicular portion of public right of way is only allowed in the Community Redevelopment Area with Planning and Zoning Commission approval.

**Electronic Message Center (EMC) signs** are signs that feature a display where words, symbols, and images can be digitally presented and changed via remote or automatically. EMCs shall not include flashing, flowing alternating or blinking lights or animation. Time and date and public information signs may be included in this definition.

**Feather sign** means a flexible or rigid pole to which one side of flexible fabric, generally in the shape of a feather or vertical flag, as a portable sign.

**Free Standing Sign.** A sign with the display face elevated off the ground by columns or posts, which is not physically connected to any structure.

**Lot** A parcel of land occupied or intended for occupancy and having its principal frontage upon a legally constituted access.

**Monument Sign.** A sign with the display elevated not more than three (3) feet above grade and fixed to the ground with a base the width and length of the sign.

**Off-Premises freestanding Sign** Outdoor advertising signs erected and maintained by an advertising business or service, or owner, upon which advertising matter may be displayed and which generally advertise firms and organizations that along with their goods and services, are not located on the same premises as the sign. Electronic Message Centers or EMCs are excluded from the definition of Off-Premises signs.

**Portable sign.** Any sign or sign structure that is or was designed to be easily moved. The immobilizing or removal of the portable element(s) of any sign shall not allow consideration of

the sign as permanent.

**Shopping center.** A group of retail stores or service establishments planned and developed as a unit by one (1) operator, owner, organization, or corporation for sale or for lease upon the site on which they are built and sharing a common road access and parking area.

**Sign.** My device or display, consisting of letters, numbers, symbols, pictures, illustrations, announcements, cut-outs, insignia, trademarks, or demonstrations, including all trim and borders, designed to advertise, inform, identify or to attract the attention of persons not on the premises on which the device or display is located, and visible from any public way. A sign shall be construed to be a single display surface or device containing elements organized, related, and composed to form a single unit.

**Sign Area.** The total area of any display consisting of letters, numbers, symbols, pictures, illustrations, announcements, cut-outs, insignia, trademarks, or demonstrations, including all trim and borders, designed to advertise, inform, identify, or to attract the attention of persons not on the premises on which the device or display is located. In the case of double-sided signs, both display areas shall be calculated and added together for the total sign area of the sign. The sign area shall not include mounting hardware; brackets, frames, or other structural support elements provided these support elements are clearly subordinate to the attraction of the display element of the sign.

#### 6.7.3 Standards.

- (a) The following signs are permitted in all zoning districts unless not allowed due to other provisions of this chapter:
- (1) Signs not visible from a street due to the location of a building, other structure, topographic features of the land, intensive year-round natural vegetation, or some other object or objects.
  - (2) Signs within enclosed structures.
  - (3) For each lot with a semi-public use religious, charitable, educational, or cultural signs not exceeding six (6) square feet in area which are used for not more than thirty (30) days.
  - (4) For each lot one historic marker not exceeding four (4) square feet in size.
  - (5) For each lot temporary signs not exceeding six (6) square feet in size which advertise the sale, lease, or rental of property on which the signs are located and/or which state the name of a future site occupant and other information concerning a construction project underway on the lot.
  - (6) For each lot political signs not more than thirty-two (32) square feet in area per sign, per political candidate, which are put in place no earlier than thirty (30) days prior to the election or referendum to which they pertain. These political signs must be removed within forty-eight (48) hours after the election or referendum to which the sign relates is over. The person or persons responsible for the placement of a political sign must be responsible for its removal.
  - (7) For each dwelling unit one (1) sign no larger than two (2) square feet in area which contains the name of the occupant, the profession of the occupant, and/or the house number.

- (8) For each occupant of commercial or semi-public use, one (1) sign no larger than two (2) square feet in area which contains the name and profession of the occupant.
  - (9) Governmental or other legally required posters, notices, or other signs.
  - (10) Parking or directional signs not over two (2) square feet in area with no advertising matter.
- (b) The following signs are prohibited in all zoning districts:
- (1) Signs which incorporate in any manner any flashing, moving, or intermittent lighting, or animation. This does not include time and temperature units utilized to announce government services.
  - (2) Signs which by reason of their position, working, illumination, size, shape, or color may obstruct, impair, obscure, or interfere with the view of, or be confused with, any authorized traffic control sign, signal, or device.
  - (3) Signs which by reason of their position, size, or shape obstruct any sign previously erected.
  - (4) Signs for whatever purpose that are obscene, lewd, indecent, immoral, or lascivious.
  - (5) Signs that create a safety hazard by obstructing the view of pedestrian or vehicular traffic.
  - (6) Signs which are located all or partially on or over a street, alley, or public property other than sidewalks unless specifically approved as a projection sign within the Community Redevelopment Area.
  - (7) Signs on public utility posts or poles, unless required by law or authorized by the city commission as a governmental usage.
  - (8) Portable signs.
  - (9) No sign shall physically project beyond the property line over any public street, right-of-way, walk or alley unless specifically approved as a projection sign within the Community Redevelopment Area.
- (c) The following signs are permitted in residential zoning districts unless not allowed due to other provisions of this article:
- (1) The planning and zoning commission may allow up to two ground or wall signs identifying a residential neighborhood. The sign may be a single sign with two (2) faces of equal size or may be two (2) single-faced structures of equal size located on each side of the entrance. No face of the sign shall exceed (32) square feet in size and may be illuminated in a steady light only.
  - (2) Multi-family housing developments may have one (1) identification sign per street frontage. These signs may be ground or wall signs. The only form of artificial illumination allowed is indirect illumination. Identification signs shall be limited to one (1) square foot of area per dwelling unit up to a maximum of thirty (30) square feet.
  - (3) The planning and zoning commission may allow nonresidential special exceptions to have non-illuminated signs no larger than twenty-four (24) square

feet in area. No off-site sign bearing a commercial message shall be allowed in a residential zoning district

(d) The following signs are permitted in commercial zoning districts unless not allowed due to other provisions of this chapter:

- (1) The total surface area of all signs for the site shall not exceed two hundred fifty (250) square feet
- (2) Signs serving or incidental to a special exception subject to approval by the city commission.
- (3) Small incidental signs such as those necessary to control or direct traffic, parking, or access shall be permitted in addition to those allowed above, provided no such sign shall exceed two (2) square feet in area on one (1) side.
- (4) Window advertisements not exceeding 20 percent of total window space and shall be counted toward the total surface area of signage for the business.
- (5) Banners, portable signs, feather signs, or other temporary wall signs shall be permitted under the following conditions:
  - a. In addition to signage permitted under subsection (d)(1) above, for Grand Opening Celebrations one (1) time only once a year, to be allowed for a time period of up to one hundred twenty (120) days, per business entity.
  - b. For sidewalk sales and other outdoor sales events except for yard/garage sales.
  - c. Maximum sign area shall be thirty-two (32) square feet.
  - d. Banner signs and other temporary wall signs permitted by this section shall require the approval of a sign application, but shall be exempt from permit fees.
  - e. Banners under fifteen (15) square feet in the commercial district may be allowed as long as maintained in good condition.

(6) A-frame signs that meet the following conditions:

- a. Only one A-frame sign per business.
- b. A-frame signs shall not exceed 4 feet in height and 12 feet in area.
- c. A-frame signs shall have permanent lettering and must be of professional quality.
- d. A-frame signs must be placed within five feet of the store entryway or adjacent to the business frontage in a manner that does not impede pedestrian traffic. No sign shall be placed in the State or County maintained rights-of-way.
- e. A-frame signs shall be removed at the end of each business day.
- f. Any business placing an A-frame sign does so at its own risk and will hold harmless the City of Crescent City.

(7) Off-Premises signs

- a. Off-premise signs must be ground signs only. Off-premise wall and roof signs are prohibited.  
Off-Premise signs shall only be allowed in commercial zoning districts.

- b. Off-Premise signs shall have no more than two faces. Each face of an Off-Premise sign may have a maximum area of 100 square feet and be no more than 20 feet high.
  - c. Off-Premise signs shall not be digitized, animated or have electrical service or be an EMC type sign.
  - d. Off-Premise sign applicants must provide evidence of the landowner's consent. Only one (1) off-premise sign is allowed per lot.
- (8) Electronic Message Center (EMC)
- a) Only one (1) EMC is allowed per business or parcel. All EMCs must be on the premise and meet Section 6.7.3 (1).
  - b) The display screen of an EMC shall not be oriented toward a residential zoning district or create a traffic hazard.
  - c) The conversion of any existing permitted sign to an electronic message center or new message center sign shall require the approval of a new sign permit.
  - d) EMCs must not change copy more than once every thirty seconds.
  - e) The face of the electronic variable message sign shall have only one advertising message per duration of the display and shall not flash, strobe, or make noise during the sequencing.
  - f) Any messaging conveyed on an EMC shall be instantaneous.
  - g) In the event of an EMC malfunction, the responsible entity of the ECM shall turn to a dark screen until the malfunction is corrected.
  - h) The applicant for an EMC sign must demonstrate that the EMC sign will not exceed 0.3 footcandles over ambient lighting conditions when measured at the recommended distance and that the proposed sign has automatic dimming capabilities and can be adjustable to a level that is visible and readable.
- 9) Feather signs
- a) Feather signs may be used by for Grand Opening Events and sidewalk sales pursuant to Section 6.7.3 (d).
  - b) A feather sign may be used by licensed mobile vendors with a sign application and fee.
  - c) The feather sign must be of professional quality and durability.
  - d) A feather sign is a time-limited sign which must be removed each day.
  - e) Only one feather sign per business. A Special Event may have one feather sign at each public entrance.
- (e) Notwithstanding other provisions of this chapter, the city commission may permit a special event signing program for annual and recurring events as follows: 1) up to six (6) days prior for monthly events and 2) up to thirty (30) days prior for yearly events for any use or combination of uses of any type when it has made the following findings:
- (1) The event is a festive occasion which would be enhanced using signing not already allowed.

- (2) All segments of the city's population may attend the event,
  - (3) The event is appropriate for the location where it is being held. Such a location must conform to zoning requirements.
  - (4) The event is being undertaken for the purpose of advertising or otherwise promoting a public-oriented use or uses.
- (f) Other sign provisions:
- (1) No sign shall exceed twenty (20) feet in height without specific approval of the city commission.
  - (2) No illuminated sign shall be so located as to face directly, shine, or reflect glare into a dwelling home situated in the vicinity of such sign.
  - (3) All signs together with any supports, braces, guys, and anchors shall be kept in good repair and shall be constructed in compliance with the Southern Building Code.
- (g) The following sign types and standards shall be utilized for advertisement signage:
- (1) Monument sign- shall not exceed eight (8) feet in height, 150 square feet in sign area, and must include architectural elements of the building or facility it is advertising.
  - (2) Free Standing Sign- shall not exceed twenty (20) feet in height; 100 square feet in sign area, with the bottom of the sign face not less than eight (8) feet above finished grade. Freestanding signs shall feature architecturally embellished supports and sign panel framing of a material complementary to the building or facility it is advertising.
  - (3) Building Mount Sign - shall not exceed 100 square feet in sign area and must be of a complementary architectural design to the building on which it is mounted.
  - (4) Building Projection Sign- allowed only in the Community Redevelopment Area; shall not exceed 25 square feet in sign area with the bottom of the sign face not less than twelve (12) feet above finished grade and must be approved by the Planning and Zoning Commission.
  - (5) Multiple tenant developments must use a single sign design theme throughout the development.
  - (6) Signage is permitted on awnings and canopies provided it is not backlit or illuminated.
  - (7) Sign display and structural support materials shall be of a clean and neat nature presenting quality workmanship and shall be maintained as such.