

CITY OF OVIEDO

Building Services ■ 400 Alexandria Blvd ■ Oviedo, FL 32765 ■ 407-971-5755

CAMPAIGN SIGN PERMIT APPLICATION

APPLICANT NAME _____ NAME OF CANDIDATE _____

PHONE # _____ E-MAIL _____

PROPERTY OWNER NAME _____

ADDRESS _____ PARCEL ID # _____

PROPERTY OWNER NAME _____

ADDRESS _____ PARCEL ID # _____

PROPERTY OWNER NAME _____

ADDRESS _____ PARCEL ID # _____

PROPERTY OWNER NAME _____

ADDRESS _____ PARCEL ID # _____

PROPERTY OWNER NAME _____

ADDRESS _____ PARCEL ID # _____

OF SIGNS _____ TOTAL SQ FT PER SIGN _____ HEIGHT OF SIGN _____

NOTICE: Application is hereby made to obtain a permit to do the work and installations as indicated. I swear or affirm that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction and zoning in this jurisdiction

Signature of Applicant Date

Printed Name Date

STATE OF FLORIDA COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 20____, by _____, who is Personally Known to me or has Produced (type of identification) _____ as identification and who did take an oath.

(SEAL)

Signature of Notary Public
State of Florida

Print/Type/Stamp Name
of Notary Public

BELOW IS FOR OFFICE USE ONLY

Application Accepted By / Date		Permit Fee \$	
REQUIRED APPROVALS	<u>APPROVED BY</u>	<u>DENIED BY</u>	<u>DATE</u>
ZONING			

Campaign Sign Permit Application Guidelines

All permit applications must be complete prior to acceptance. A complete application shall include the following:

- Campaign Sign Permit Application completed and signed. Application must include correct address and complete parcel I.D. number.
- Site specific, notarized letter of authorization from the property owner(s) authorizing placement of the sign(s) on property.
- Two (2) copies of site plan indicating proposed location and distance to property line(s).
- Two (2) copies of a drawing showing height, size, shape, and face of proposed sign.
- \$25 fee per sign required at the time of the permit application

- 1) No permit is needed if the sign is six (6) square feet or less.**
- 2) Signs shall not be placed in a public right-of-way, attached to trees, or utility poles.**
- 3) Campaign signs shall be permitted in all zoning districts subject to the restrictions, limitations and requirements and any other applicable requirements set forth in the Land Development Code.**
- 4) Setback shall be ten (10) feet from a public right-of-way.**
- 5) Setback shall be twenty-five (25) feet from side property lines.**
- 6) The maximum height shall be five (5) feet in residential zones and eight (8) feet in commercial and industrial zones.**
- 7) The maximum sign area shall be:**

Residential Zone or R-P:	6 square feet
Agriculture, Commercial or Industrial Zone:	32 square feet
- 8) Campaign signs shall be removed within ten (10) days after the election has been decided.**
- 9) The erection and removal of all campaign signs shall be the joint responsibility of the owner of the property upon which the sign is placed, or the owner of such sign, and the candidate for whom such sign was placed.**
- 10) All permits are to be obtained from the Building Services Division, City Hall Annex Building. Please call 407-971-5755 with any questions related to campaign sign permits.**

These guidelines were compiled to assist the applicant in preparing a campaign sign permit application and may not be complete. The applicant is required to meet all City of Oviedo, state, and local code requirements.