



**ISLAMORADA, VILLAGE OF ISLANDS
PLANNING & DEVELOPMENT SERVICES DEPARTMENT**

APPLICATION FOR A-FRAME SIGN REGISTRATION

**Initial Registration Flat Fee: \$50.00
Annual Renewal Flat Fee: \$50.00**

Islamorada, Village of Islands requires the registration of and registration fees for A-frame signs at an initial flat fee of \$50.00 with an annual renewal flat fee of \$50.00 due by October 1st of each year.

The regulations and requirements set forth in the Islamorada, Village of Islands’ sign ordinance are intended to promote and protect public health, safety and general welfare by regulating existing and proposed signs within the village. In particular the sign ordinance is intended to preserve and enhance the unique aesthetic character of the village and its surrounding environ by reducing visual and light pollution. It is intended to encourage signs which help to visually organize the activities of the village, reduce visual clutter, lend order, and are an equitable and easy to read set of regulations which will provide protection to both residential and commercial property owners in the village.

INSTRUCTIONS: Complete all sections of this form, including contact information and notarized signatures of the property owners and applicant. Submit completed application with all necessary documentation to the Planning and Development Services Department.

Initial Registration: _____ **Renewal** _____

Owner:

Applicant/Agent:

Name:		Name:	
Mailing Address:		Mailing Address:	
City/State/Zip:		City/State/Zip:	
Home/Mobile:	Office:	Home/Mobile:	Office:
E-mail:	Fax:	E-mail:	Fax:

Location of Sign Physical Address:	
Mile Marker:	
<input type="checkbox"/> Plantation Key <input type="checkbox"/> Windley Key <input type="checkbox"/> Upper Matecumbe Key <input type="checkbox"/> Lower Matecumbe Key	
Parcel ID (Real Estate) Number:	Alternate Key:
Business Name:	

PLEASE INCLUDE THE FOLLOWING DOCUMENTATION:

- Construction Material(s): _____
- Sign Height: _____ Height of sign legs (max. 6 inches): _____
- Length (vertical): _____ Width (horizontal): _____ Total Face Area: _____
- All signs erected on private property must provide written notarized approval of the property owner.

For Office Use

Registration Number: _____ **Date Paid:** _____ **Contact Person:** _____

A-FRAME SIGN AFFIDAVIT

APPLICANT:

Name: _____ Physical Location of A-frame Sign: _____

RE No.: _____

I, the Applicant, agree to abide by the following list of terms, conditions and requirements in applying for an a-frame sign registration.

A-Frame Sign Regulations

1. The sign shall be registered with the Village with a fee established by Resolution No. 15-01-12 of the Village Council and the sign shall be registered and or renewed annually with the Department of Planning and Development Services by October 1 of each year;
2. The sign registration number shall be permanently affixed to the sign in a plainly visible manner;
3. The sign shall be a minimum of six (6) square feet and maximum of nine (9) square feet per face;
4. The sign shall not exceed four (4) feet in height, exclusive of the sign legs that shall be no more than six (6) inches in height;
5. The sign shall be of an A-frame type construction, with only two (2) sign faces that are joined at the top and no wider than four (4) feet at the base;
6. The sign shall be professionally constructed of a durable material including but not limited to aluminum, cast metal, molded plastic, PVC, recycled plastic, lumber, metal, wood or other similar materials.
7. No additional attachments shall be permitted to the sign;
8. The sign shall be adequately weighted to prevent collapse or floatation; however, the sign shall remain portable and not permanently affixed to the ground;
9. The sign shall not be illuminated, animated, electrically powered in any way or have any electric devices attached thereto;
10. The sign shall only be displayed during the sign owner’s business hours and shall be stored indoors when the business is not open, during tropical storm/hurricane watches and warnings, and other severe weather advisories;
11. The sign shall be located on a private parcel of land and identify a business on that same private parcel of land. The sign shall not be located in a clear sight triangle or any Village or State right-of-way; and
12. Each parcel shall be permitted to have one (1) sign per legally established business; however, in cases where a parcel contains multiple businesses, no one parcel have more than three (3) a-frame signs regardless of the number of legally established businesses on the parcel. The a-frame sign shall not count towards ground-mounted or wall-mounted signage.

By my signature below, I do hereby understand and agree to the conditions stated above. I understand that if I do not comply with any of the above conditions, my a-frame sign may not be in compliance with the provisions of the Village Code.

Signature of Applicant/Agent

Date

Sworn to and subscribed before me this _____ day of _____, 20____,
by _____ (name of person signing the application)
as _____ (type of authority...e.g. officer, manager/member, trustee, attorney in fact)
for _____ (name of entity or party on behalf of whom application was executed).

Signature of Notary Public –State of Florida

SEAL:

Personally Known Produced Identification Type of ID _____