



TOWN OF ORANGE PARK

APPLICATION FOR SIGN VARIANCE

| | |
|----------------------------------|-------------------|
| FOR OFFICE USE ONLY | |
| Application No. _____ | SV - _____ |
| Date Submitted: _____ | 20 _____ |
| Date Filed: _____ | 20 _____ |
| Set for Public Hearing on: _____ | 20 _____ |

A. PROJECT

1. Address of Subject Property: _____
2. Between Streets: _____ And _____
3. Parcel ID Number(s): _____
4. Existing Use of Property: _____
5. Zoning Designation: _____ Future Land Use Designation: _____
6. Land Area (Acres): _____ Date lot was recorded: _____

B. APPLICANT

1. Name of Owner(s): _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: (____) _____ E-mail: _____
2. Name of Authorized Agent(s): _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: (____) _____ E-mail: _____

C. TYPE OF SIGN VARIANCE SOUGHT

1. Requested Sign Variance (Per Section 7.17.01):
 - Permit a setback for a sign that is less than the required setback. Proposed setback: _____
 - Permit the area or height of a sign to be increased by up to twenty-five percent (25%) of the maximum height or area allowed. Proposed height: _____
 - Change in illumination from external to internal
 - Increase the number of wall signs (not to exceed maximum square footage allowed). No. of signs _____

2. Statement of facts for requested Sign Variance

Section 07.17.00 of the Ordinance Code, provides that the Environmental Quality Board may grant a sign variance from the regulations contained in this Article based on the following review findings and criteria. Please provide answers to the following questions. You may attach a separate sheet if necessary.

- (i) Are due to the exceptional narrowness, shallowness, shape, or topography of the premises on which an activity is located;

(ii) Prevent the activity from earning a reasonable return as compared with other activities in the area;

(iii) Whether the effect of the sign variance will be compatible with the existing contiguous signage or zoning and consistent with the general character of the area considering population, density, scale and orientation of the structures in the area.

D. ATTACHMENTS (One hard copy or one copy in PDF format)

1. Copy of Warranty Deed or other proof of ownership
2. Legal Description (may be either lot and block or metes and bounds)
3. Survey or Site Plan indicating setback, proposed construction and requested variance.

E. FILING FEES

1. Application Fee: **\$250**
2. The applicant is responsible to pay the cost of notifications (per addressee within 300 feet of the subject property), advertising and signs.

NOTICE TO THE APPLICANT / OWNER

No application will be accepted as "Complete and filed" until all the requested information has been supplied and the required fee has been paid.

A completeness review of the application will be conducted within five (5) business days of receipt. The applicant will be notified if the application is determined to be incomplete.

The required signs will be posted on the property at least 15 days prior to the public hearing. The Sign(s) must remain posted and maintained until a final determination has been made on the application.

I/We hereby certify and acknowledge that I have read and understand the information contained in this application, that I am the owner or authorized agent for the owner with authority to make this application and that all of the information contained in this application, including the attachments, is true and correct to the best of my knowledge.

Signature of Owner

Signature of Authorized Agent

Typed or printed name and title of applicant

Typed or printed name of authorized agent

Date

Date

State of _____ County of _____

The foregoing application is acknowledge before me this _____ day of _____, 20_____

By _____, who is/are personally known to me, or has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of _____