



City of Apopka
Community Development Department
120 E. Main Street, P. O. Box 1229
Apopka, Florida 32704-1229
407-703-1712 - Phone -- 407-703-1791 - Fax

-- FOR OFFICIAL USE ONLY--	
DATE:	
FEE PAID:	\$
CHECK #:	
CASH:	
RECEIPT #:	

WEEKEND DIRECTIONAL SIGN PERMIT

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RETURN TO THE ZONING DIVISION FOR REVIEW. INCLUDE A COPY OR PHOTO OF THE PROPOSED SIGN.

Business Name:		
Applicant's Name:		
Street Address:		
City:		State:
		Zip:
Phone:	Fax:	E-mail:
SIGN INFORMATION		
1.	Each sign shall include the name of the business or event. Either the address of the business or event location, or a directional arrow must be included in the sign. The arrow or address must comprise at least 20 percent of the sign area. General written directions may be included in the sign such as "at Kit Land Park." Phone numbers and sale prices shall not be included within any directional sign.	
2.	The business or event for which the directional sign promotes or provides guidance must be located within the City. Special events held at a county or state park which is located within two miles from the City limits are eligible to request a weekend directional sign permit. Each weekend directional sign permit application shall list the weekends when the event or business promotion will occur.	
3.	The duration of the weekend directional sign may be determined by the City but shall not exceed one calendar year. Signs shall only be posted on weekends on which the event or business promotion actually occurs.	
4.	Weekend directional signs shall comply with the following standards:	
SIGNS DESIGN CRITERIA		WEEKEND DIRECTIONAL SIGN REQUIREMENTS
1.	Maximum Area	4 Square Feet
2.	Maximum Overall Height	4 Feet High
3.	Maximum Distance	2 Miles from event or business being promoted.
4.	Number of Signs Allowed per application	10 signs; an additional 10 signs may be requested but subject to an additional fee.
5.	Minimum Separation Distance	100 feet except at opposing sides of intersections; no more than three signs may be placed on the property where the event or promotion occurs.
6.	Permit Fee	\$120.00 per year for 10 signs; any signs over 10 at \$15.00 per sign, not to exceed a maximum of 20 total signs.
7.	Permit Time Limit	* Annual Permit: Renewable on the first working day of October of each year (NEW PERMIT REQUIRED).
		* Weekends ONLY: After 5:00 P.M. Friday, removed by 6:00 A.M. Monday (or 6:00 A.M. Tuesday for City Holidays)
8.	Placement	* PROHIBITED IN ROAD RIGHT-OF-WAY
		* May be placed at property line. Applicant is responsible for obtaining permission from property owner prior to erecting signs.
		* Prohibited in the Community Redevelopment Area
		* Corner visibility shall not be obstructed
		* Provide a map of the locations where the signs are to be placed.
9.	Construction Standards	* Shall be mounted on an independent single or double pole device, and shall not be affixed in any manner to trees, utility poles, and other signs.
		* Shall be made of metal, plastic, laminated cardboard, or some durable & water proof material.
		* Paper signs are prohibited.

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- ❖ Residential Open House Weekend Directional Signs: For licensed real estate agents sponsoring a residential open house, the number of weekend directional signs shall be limited to a maximum of 5 signs, and the annual fee shall be \$50.00. All other standards of Table VIII-1 apply.
- ❖ Except for the first year which will occur on the adoption date of the Code amendment. When weekend directional sign permits are issued after the first working day of October, the permit fee will be prorated based on the days remaining until September 30th of the following calendar year.

I, the undersigned, have read the above information and have a full understanding of the same.

SIGNATURE OF APPLICANT: _____

DATE: _____

ZONING APPROVAL: _____

DATE: _____