



SGN# _____

Planning & Development Department
Sidewalk Sign Application

*****SIDEWALK SIGNS ARE ONLY PERMITTED FOR PRIMARY RETAIL AND RESTAURANT USES*****

IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT COMPLETE AND CORRECT INFORMATION. MISLEADING, DECEPTIVE, INCOMPLETE OR INCORRECT INFORMATION WILL INVALIDATE YOUR APPLICATION.

ALL APPLICATIONS ARE TO BE FILLED OUT COMPLETELY AND CORRECTLY, AND SUBMITTED IN PERSON (NO FAX OR DELIVERIES) TO THE PLANNING & DEVELOPMENT DEPARTMENT.

THE APPLICANT, BY FILING THIS APPLICATION, AGREES TO COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT CODE.

APPLICATION FEE: \$25 (Annual Application and Fee)

PROPERTY OWNER (PER DEED): _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

EMAIL: _____

BUSINESS NAME: _____

BUSINESS OWNER/ REPRESENTATIVE: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

EMAIL: _____

ADDRESS OF SUBJECT PROPERTY: _____

PARCEL NUMBER(S): _____

Cleveland Street District: **Y N**

FOR DEPARTMENTAL USE ONLY

APPROVED (INITIALS)

DENIED (INITIALS)

DATE

ZONING: _____

OTHER: _____

Sidewalk Sign Application Submittal Checklist

**IN ADDITION TO THE COMPLETED APPLICATION, THE FOLLOWING INFORMATION AND PLANS MUST BE SUBMITTED:
(APPLICANT TO INITIAL THE FOLLOWING)**

General - Sign drawing, Site Plan or Survey or Photo with Dimensions

- _____ One double faced sign may be erected forty-two inches in height and twenty-four inches in width. **(show on plans)**
- _____ The sidewalk sign shall be displayed only during the hours the business is open and shall be moved indoors at the close of business.
- _____ Plans shall be scaled and dimensioned and shall clearly show property lines, sidewalks, curb lines, edge of road buildings, driveways and any other information as required by City Staff.

Location

- _____ Sidewalk signs shall be placed on the sidewalk in front of the business erecting the sign within its linear frontage. **(show on plans)**
- _____ The nearest point of the sidewalk sign shall be no more than two feet from the building wall except in the Cleveland Street Café District in the Downtown zoning district, the nearest point shall be five feet from the building wall. **(show on plans)**
- _____ A minimum pedestrian path of at least four feet shall be maintained at all times. **(show on plans)**
- _____ Sidewalk signs shall not impede ingress or egress to or from a business entrance, be located within a drive aisle, parking area or on any landscaped area, nor block any fire hydrant access or visibility or be located within the visibility triangle of intersections or driveways. **(show on plans)**
- _____ A sidewalk sign located within a public right-of-way shall require a copy of current certificate of insurance in the amounts and categories provided bellow (All policies of insurance must be endorsed to provide the City with 30 days notice of cancellation or restriction):
 - Comprehensive general liability insurance on an "occurrence" basis in an amount not less than \$1,000,000 combined single limit bodily injury liability and property damage liability. The City is to be specifically included as an additional insured on the policy; and
 - Indemnification and Hold Harmless Agreement form approval from the City Attorney (see Section 3-909.D.6).

Design Criteria

- _____ Sidewalk sign frames shall be constructed of durable wood or metal and present a finished appearance. Frames shall support black or green chalkboards, black wet marker boards or professionally designed advertisements/posters of a durable material with a clear, non-glare protective covering. Sidewalk signs known as wind signs may have a plastic base with or without wheels. Frame and base colors shall be limited to a metallic silver/grey, black, white or be a stained wood. Flexibility with regard to these design criteria may be granted by the Community Development Coordinator in order to achieve a creatively designed sign using a particular symbol or logo indicative of the type of business and services being advertised. **(show on plans)**

_____ White marker boards, letter track panels (reader boards), acrylic/plastic panels, hand /spray painted copy, tri-folded signs, bases with hinged feet that fold flat and other similar features and sign designs shall be prohibited. Swinger style sidewalk signs shall also be prohibited unless of a unique design as determined by the Community Development Coordinator.

_____ Signs with plastic frames are not encouraged and will be reviewed on a case by case basis to ensure a high quality, well designed sign is proposed.

_____ Sidewalk signs shall not be illuminated nor contain moving parts or have balloons, streamers, pennants or similar adornment attached to them.

_____ Sidewalk signs shall not be attached to any structure, pole, object, or sign.

Permitted Sign Examples: Frames with a Finished Appearance, Solid Bases, Professionally Made Faces



Prohibited Sign Examples: Open Bases, Plastic Signs, Whiteboard Faces, Swinger Signs, Hand Painted Faces, Reader Boards,



SIGNATURE:

I, the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge and authorize City representatives to visit and photograph the property described in this application.

Signature of property owner or representative

STATE OF FLORIDA, COUNTY OF PINELLAS

Sworn to and subscribed before me this _____ day of _____, 20____ by _____, who is personally known to me or who has produced _____ as identification.

Notary public,

My commission expires:

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

APPLICANT and PROPERTY OWNER agree to indemnify and hold harmless the CITY OF CLEARWATER and its respective agents, officers, and employees, from and against any and all liability, loss, damages, interests, judgments, and liens growing out of or incurred in connection with any and all claims, demands, suits, actions or proceedings which may be brought against the CITY by reason of the CITY's actions in processing, approval, and operation of a SIDEWALK SIGN at the property located at _____, Clearwater, Florida, regardless of any negligence of Applicant or Property Owner or their directors, agents, employees, subcontractors, members or tenants.

_____ [Notarization]
President/Authorized Agent
Applicant

STATE OF FLORIDA
COUNTY OF PINELLAS

Sworn to and subscribed before me this ____ day of _____, (year), by _____, who is personally known to me or who has produced (type of identification) as identification.

Notary public,
My commission expires:

_____ [Notarization]
President/Authorized Agent
Property Owner

STATE OF FLORIDA
COUNTY OF PINELLAS

Sworn to and subscribed before me this ____ day of _____, (year), by _____, who is personally known to me or who has produced (type of identification) as identification.

Notary public,
My commission expires: