

COUNTY OF FLUVANNA SIGN PERMIT APPLICATION

Owner of Record: _____ **Applicant:** _____

Address: _____ **Address:** _____

Phone: _____ **Fax:** _____ **Phone:** _____ **Fax:** _____

Email: _____ **Email:** _____

Sign Contractor:

Address: _____

Phone: _____ **Fax:** _____

Email: _____

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Tax Map and Parcel(s): _____ **Physical Address of Parcel:** _____

Parcel Zoning: _____

Proposed Sign Description: (Check One)

- | | |
|---|--|
| ☐ Auction | ☐ Sale or Rental |
| ☐ Freestanding | ☐ Subdivision |
| ☐ Home Occupation/Small Home Industry | ☐ Temporary |
| ☐ Monument | ☐ Wall |
| ☐ Projecting/Roof | ☐ Window |
| ☐ Public | ☐ Other (Describe) _____ |

Lighting/Illumination: Will the sign be lighted? ☐ Yes ☐ No Is proposed sign double sided? ☐ Yes ☐ No

If so, by what Method? _____ Wording of Sign: _____

Sign Face (area used for message): _____ Length _____ ft. X Width: _____ ft. = _____ sq. ft.

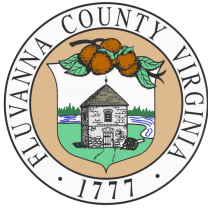
Sign Area (entire area including face, framing, molding, trim but not support structure): _____ Length _____ ft. X Width: _____ ft. = _____ sq. ft.

Sign Height (As measured from ground level to topmost portion of sign): _____ feet

This permit is for compliance with the zoning ordinance as related to design and size only. I understand that it is my responsibility to obtain any other required permits such as electrical or building permits. I certify that the statements made and information given on this application are true, full and correct to the best of my knowledge and belief and I agree to conform fully to all terms of any certificate or permit which may be issued by way of this application. I also understand that false information may result in the permit becoming null and void.

Applicant Name (Please Print) _____ Applicant Signature _____

OFFICE USE ONLY			
\$155 fee paid:		Date Received: _____ MSC____:_____	
Election District:		Planning Area:	
Approved	Denied	Date: _____	Zoning Administrator:



COUNTY OF FLUVANNA SIGN PERMIT CHECKLIST

Please submit the following documents with this sign application:

1. ☐ Signed Application with written authorization from owner on separate sheet (if applicable)
2. ☐ Location Map (such as Tax Map page with property highlighted)
3. ☐ Site Plan showing location of sign on property (Including sign's distance to property line or any roads and or rights-of-way)
4. ☐ Scaled Drawings of the Sign
5. ☐ Non-refundable \$155.00 filing fee payable to Fluvanna County

General Sign Regulations

- Signs may not be placed in any public right-of-way, unless approved by the Virginia Department of Transportation.
- Signs are exempt from setback requirements in all zones, provided that no sign shall be located as to interfere with vehicular sight distances at intersections or to create a safety hazard.
- Signs may be illuminated, either internally or externally, as permitted by this ordinance, provided that the illumination is fully shielded and directed at the sign and not in a manner as to cause a traffic hazard. No light from any illuminated sign shall cause direct glare onto any adjoining piece of property, right-of-way, or building other than the building to which the sign applies to.
- No sign may extend above the building line.
- Sign regulations are delineated in Article 15 of the Zoning Ordinance.