

TOWN OF HASTINGS APPLICATION NO. _____
SIGN APPLICATION
6195 S. Main Street, Suite A Hastings, Florida 32145 (904) 692-1420 Fax - 692-2844
Hours: Mon thru Fri, 8:00 a.m. – 4:30 p.m. Closed Holidays

PLEASE PRINT OR TYPE

FEE: \$75.00

1. NAME OF APPLICANT _____ DAYTIME TELEPHONE # _____
 Business (if applicable) _____
 Property Address _____ City _____ State _____ Zip _____
 Mailing Address _____ City _____ State _____ Zip _____

2. NAME OF PROPERTY OWNER _____ DAYTIME TELEPHONE # _____
 Mailing Address _____ City _____ State _____ Zip _____

*******If applicant is not property owner, an Agent Authorization Form must be provided w/ application. (Forms available)
 Copy of warranty deed must accompany application.**

3. LEGAL DESCRIPTION OF PROJECT PROPERTY
 Lot _____ Block _____ Parcel # _____
 Subdivision _____

4. PROJECT STREET ADDRESS _____
 BUSINESS FOR WHICH SIGNS ARE REQUESTED _____

5. Business occupies entire building Yes ___ No ___
 If No, width of occupied area _____ ft.
 Property street frontage _____ ft.
 Distance in feet from any side property lines _____
 Distance in feet from any other permanent ground sign on the same site _____

6. PERMANENT EXISTING AND REQUESTED SIGNS FOR THIS BUSINESS

Sign	Existing	New	Maint.	Type	Total Hght Sign w/ pole	Sign Face Hght	Sign Face Width	Sq. Ft. Sign Face
1	_____	_____	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____	_____	_____
							Total	_____

FOR EACH NEW SIGN ATTACH A SKETCH OF THE SIGN AND A SKETCH SHOWING THE LOCATION OF THE SIGN ON THE BUILDING OR PROPERTY. COMPUTER GENERATED DRAWING AND/OR PHOTOGRAPHS ARE HELPFUL AS WELL.

7. TEMPORARY REQUESTED SIGNS FOR THIS BUSINESS
 Dates requested from _____ to _____
 Purpose of temporary signs _____

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8. PERMIT AGREEMENT

In filing this application, I understand that it becomes a part of the Public Record of the Town of Hastings and hereby certify that all of the information contained herein is accurate to the best of my knowledge. I agree to install the permitted signs according to the approved plans and specifications which are a part of this permit agreement and to comply with the building codes and zoning ordinances of the Town of Hastings. Any change from the approved permit plans or specifications will void this permit and will require a new permit application. Removal of any unapproved signs will be required and will be the responsibility of the applicant/property owner. **NO SIGN SHALL BE LOCATED ON A PUBLIC RIGHT OF WAY.**

I FURTHER UNDERSTAND THAT THIS SIGN PERMIT CANNOT BE ISSUED UNTIL THE BUSINESS IN ITEM #4 ABOVE HAS OBTAINED AN OCCUPATIONAL LICENSE.

Signature of applicant or property owner

Date

STAFF USE ONLY

A. Land Use Designation _____

Total Signs Allowed _____ Maximum Size of One Sign _____ sq. ft. Total Surface Area Allowed _____

Comments _____

B. PERMIT FEE _____

Amount Pd. _____ Cash _____ Check _____ (Ck # _____) Date Paid _____ Receipt # _____

Approved By/Town of Hastings Representative

Date

Upon Approval;

This Form Must Be Submitted To the City of St. Augustine Building Department For Final Permit: Yes _____ No _____
(New Installation of large pole signs only.)

ARTICLE VIII
SIGNS

8.00.00 GENERAL PROVISIONS

This code establishes regulations for the fabrication erection and use of signs and other outdoor advertising displays within the Town of Hastings.

8.00.01 Relationship To Building And Electrical Codes

These sign regulations are intended to complement the requirements of the building codes adopted by the Hastings Town Council and consistent with the building code adopted by St. County. Wherever there is inconsistency between these regulations and the building code, the more stringent requirement shall apply.

8.00.02 No Defense To Nuisance Action

Compliance with the requirements of these regulations shall not constitute a defense to an action brought to abate a nuisance under the common law.

8.00.03 Maintenance

All signs, including their supports, braces, guys and anchors, electrical parts and lighting fixtures, and all painted and display areas, shall be maintained in accordance with the building codes adopted by the Hastings Council, and shall present a neat and clean appearance. The vegetation around, in front of, behind, and underneath the base of ground signs feet shall be neatly trimmed and free of unsightly weeds, and no rubbish or debris that would constitute a fire or health hazard shall be permitted under or near the sign(s).

8.01.00 EXEMPT SIGNS

The following signs are exempt from the operation of these sign regulations, and from the requirement in this Code, provided they are not placed or constructed so as to create a hazard of any kind:

- A. Signs that are not designed or located so as to be visible from any street or adjoining property.
- B. Identified signs of two (2) square feet or less.
- C. Legal notices.

- D. Decorative flags and bunting for a celebration, convention, or commemoration of significance to the entire community when authorized by the Hastings Town Council for a prescribed period of time.
- E. Religious displays.
- F. Governmental signs for traffic control, street designation or directions to public facilities.
- G. Under canopy signs less than four (4) square feet.
- H. Menu boards for drive in facilities less than 2 in number for commercial enterprise.
- I. Memorial signs or tablets when cut into masonry.

8.04.00 PERMITTED PERMANENT ACCESSORY SIGNS

8.04.01 Sign Types Allowed

A permanent accessory sign may be a ground or building sign. A permanent accessory sign may not be a roof sign.

8.04.02 Content

A permanent accessory sign may display any message so long as it is not harmful to minors as defined by this Code.

8.04.03 Permissible Number, Area, Spacing And Height Of Permanent Accessory Signs

A. Ground Signs

The permissible number, area, spacing and height of permanent accessory ground signs for each multiple occupancy complex and each occupant not located in a multiple occupancy complex shall be determined according to the following:

Frontage on a public right of way in feet	Number of signs allowed	Total sign area allowed/ Maximum sign area for individual sign in square feet	Minimum distance from any side property line/ other permanent sign on the same site in feet	Maximum height in feet
Less than 50	1	24/24	10/NA	18
At least 50 but less than 100	1	32/32	15/NA	18
At least 100 but less than 200	1	48/48	20/NA	18
At least 200 but less than 300	1	64/64	50/NA	18
At least 300 but less than 400	2	72/72	50/100	18
400 or more	3	96/96	50/100	18

B. Building Signs

1. Subject to the design criteria established by St. Johns County, the maximum height of a building sign shall be eighteen (18) feet, except that on a building of more than two stories, a single building sign is allowed above eighteen (18) feet on each side of the building.
2. Each multiple occupancy complex may display one (1) permanent accessory building sign on each side of the principal building or buildings in which the complex is located, not to exceed a sign area of up to ten (10) percent of the facade area of each building side or two hundred (200) square feet, whichever is smaller.
3. Each occupant of a multiple occupancy complex may display three (3) permanent accessory building signs on any exterior portion of the complex that is part of the occupant's unit (not including a common or jointly owned area). The total combined sign area shall not exceed fifteen (15) percent of the facade area or two hundred (200) square feet, whichever is smaller.
4. Each occupant not located in a multiple occupancy complex may display three (3) permanent accessory building signs on each side of the principal building in which the occupancy is located, not to exceed a total combined sign area for each building side of twenty (20) percent of the facade area of the building side or two hundred (200) square feet, whichever is smaller.

C. Multiple Frontages

If a building has frontage on two (2) or more streets, each frontage shall be separately considered for the purposes of determining compliance with the provisions of these regulations, but the permitted sign area for one (1) frontage may not be combined with that permitted on another frontage to increase the permitted sign area on one frontage. However, no ground sign on one right of way may be closer than one hundred (100) feet to a sign on another right of way, measured as the sum of distances measured continuously along the rights of way through a common point or points.

8.04.06 Signs At Entrances To Residential Developments

A. Generally

A permanent accessory sign may be displayed at the entrance to residential developments.

8.05.01 Sign Area

A. Generally

The area of a sign shall be the area within the smallest square, rectangle, parallelogram, triangle, circle or semicircle, the sides of which touch the extreme points or edges of the sign face.

8.06.04 Number of Signs

A. Generally

In general, the number of signs shall be the number of non-contiguous sign faces. Multiple non-contiguous sign faces may be counted as a single sign if all the sign faces are included in the geometric figure used for determining the sign area.

8.06.05 Sign Height

The height of a sign shall be measured as the vertical distance from the finished grade at the base of the supporting structure to the top of the sign, or its frame or supporting structure, whichever is higher.

8.06.06 Prohibited Signs

A. Certain signs are prohibited in the Town of Hastings; specifically: projecting signs; roof signs; signs located on trees, in rights of way, on telephone poles, temporary flashing lighted signs and abandoned signs.

8.06.07 Freestanding Signs

A. One freestanding sign per parcel located on the primary street frontage shall be permitted; provided, it meets all the requirements of this code.

8.07.00 Non-Conforming Signs

It is the intent of this sign code to allow non-conforming signs permitted before the adoption of this code to continue until they are no longer used or become hazardous, but not to encourage their continued survival. All signs not in conformance with this code at the time of its adoption are considered non-conforming for the purpose of this section.

8.07.02 Removal

All non-conforming, non-permitted or abandoned signs except as provided herein shall be removed immediately.

8.07.03 Continuance of Non-conforming Signs

A non-conforming sign may continue subject to the following:

- A. A non-conforming sign shall not be enlarged or increased in anyway.
- B. There may be no change in ownership or tenancy.
- C. After seven years or upon the seventh anniversary of the adoption of the ordinance all such non-conforming signs will be deemed unlawful and subject to removal and enforcement provisions of this code.
- D. Repairs, maintenance and improvements to the non-conforming sign in any given year shall not exceed 25 percent of the replacement value of the sign.
- E. Reconstruction after any fire, collapse, wind damage or hurricane damage shall not exceed 50 percent of the replacement value of the sign.

8.08.00 ENFORCEMENT

8.08.01 Notification

Upon receipt of a written notice of violation of this code by the Town of Hastings or a St. Johns Building Official, the owner, his agent or landowner shall disassemble, remove or modify a sign found not in conformance within 3 working days from receipt of the notice.

8.08.02 Variance and Appeals

The Hastings Town Council is the sign code board authorized to hear and decide appeals and consider variances. The finding will be final pending any litigations of the Town Council.