



## **A-Frame Sign Permit Application Checklist (Central Business District)**

*\*Refer to Zoning Ordinance 1253 Part II Article IV Section G for the complete sign ordinance\**

A-frame signs require a permit.

A three-foot (3') clearance area shall be maintained on the sidewalk in front of any location where an A-Frame sign is erected.

A-Frame sign locations shall be approved by the Planning Director or his/her designee.

A-Frame signs shall not interfere with pedestrian traffic.

A-Frame sign dimensions shall be four feet (4') in vertical dimension by two feet - six inches (2'-6") in horizontal dimension (4' x 2'-6").

The applicant shall submit a Certificate of Insurance (if A-Frame Sign is on City Right of Way):

- Public Liability Insurance in an amount not less than \$1,000,000.00 for injuries to each person, and in an amount not less than \$1,000,000.00 for any one (1) occurrence.
- Property damage insurance in an amount not less than \$1,000,000.00 for damage to the property of each person on account of any one (1) occurrence.
- Said Policies shall name the City of Fairhope as additional insured and shall constitute primary insurance for the City, its officers, agents, and employees, so that any other policies held by the City shall not contribute to any loss under this insurance.
- Policies shall provide for thirty (30) days prior written notice to the City of cancellation or material changes.

A-Frame signs are permitted for ground floor or street frontage tenants directly in front of the place of business, no more than 20' from the building façade. Where numerous businesses are located within one building, one (1) Shared Multi-tenant A-frame sign per street frontage may be used.

The City reserves the right to remove forthwith a sign which causes any interference with vehicular traffic or pedestrian traffic or in the event of any emergency situation or interferes with any work that is to be performed upon the public sidewalk by or on behalf of the City.

A-Frame signs shall be removed during non-business hours.

A-Frame signs shall not encroach into required off-street parking areas.

A fee is not required.

For more information, please call Kim Burmeister at 251 990-2877.