

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING • CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING



SIGN PERMIT APPLICATION

Date: _____	Permit Fee: _____	Receipt #: _____	Permit #: _____
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APPLICANT INFORMATION	
Applicant Name: _____ Address: _____ _____	Owner Name: _____ Address: _____ _____
Phone #: _____	Phone #: _____
Legal Relationship of Applicant to owner: _____	

Sign Permit Applications for any/all commercial properties with multiple uses and/or users must be filed concurrently. Said application(s) will be reviewed collectively for compliance with the Pender County Sign Ordinance. No individual Sign Permit will be approved for a site where multiple sign requests are anticipated. Please see Section 16 of the Pender County Zoning Ordinance for District Requirements.

APPLICATION FOR: (Check As Appropriate)		
<input type="checkbox"/> On-Premise Sign <input type="checkbox"/> Off-Premise Sign (Billboard) <input type="checkbox"/> Commercial Sign <input type="checkbox"/> Temporary Sign <input type="checkbox"/> Direction/Information Sign <input type="checkbox"/> Permanent Identification Sign	<input type="checkbox"/> Subdivision Sign <input type="checkbox"/> Mobile Home Park Sign <input type="checkbox"/> Home Occupation Sign <input type="checkbox"/> Shopping Center Sign <input type="checkbox"/> Multi-Family Sign <input type="checkbox"/> Other	<input type="checkbox"/> Free-Standing <input type="checkbox"/> Projecting <input type="checkbox"/> Canopy <input type="checkbox"/> Wall <input type="checkbox"/> Portable <input type="checkbox"/> Marquee <input type="checkbox"/> Illuminated

A Plan or Plat Design drawn to scale showing all Plat requirements must be attached before application can be reviewed.

PROJECT INFORMATION	
Location of Sign: _____ _____ Zoning District: _____ PIN: _____	Total Sign Area: ____ x ____ = _____ sq. ft. Sign Height: _____ Setbacks: ____ from Right-of-Way; ____ from Sideline
Corner Lot: <input type="checkbox"/> Yes <input type="checkbox"/> No	Setback from Nearest Outdoor Advertising Sign: _____
Lot Width: _____ Building Width: _____	Type of Sign Material: _____
Sign Message: _____	

I hereby acknowledge that this application is correct and I agree to comply with all County Ordinances regarding signs. I understand that this sign should not be erected without full knowledge of the property owner. I further understand that the issuance of this permit is not valid until the fee is paid and compliance to all other ordinances is verified. All work must be completed within one year or the permit must be renewed.

Zoning Approval By: _____ **Date:** _____

Permittee: _____ **Signature of Permittee:** _____