



**PLANNING DEPARTMENT**  
**PO Box 300**  
**400 S. Broad Street**  
**Edenton, NC 27932**  
**(252) 482-2155 ext. 182**

## SIGN PERMIT APPLICATION

Date: \_\_\_\_\_

Permit No.: \_\_\_\_\_

*Note: This is not a building or wiring permit. Building and wiring permits must be obtained, if applicable, from the building inspector before construction/erection.*

Application For: (Circle as appropriate)

1. Wall Sign    2. Free Standing Sign    3. Projecting Sign    4. Construction Sign  
 5. Temporary Sign    6. Other \_\_\_\_\_

Please Print:

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Zoning: \_\_\_\_\_ Historic District: \_\_\_\_\_

Please provide the following information:

1.	Sign Type	No.	Sign Copy Length/Width	Total Sq. Ft.	Location	Height
	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____

2. Will the sign(s) be illuminated or have moving elements? \_\_\_\_\_

3. Will the sign be permanently anchored to the building or ground? \_\_\_\_\_  
 If no, explain: \_\_\_\_\_

4. Distance sign will be from the street pavement? \_\_\_\_\_

5. Sign Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

6. Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

7. Sign Erector/Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

I hereby acknowledge that this application is correct and I agree to comply with Town Ordinances and Codes regarding signs. I understand that this/these sign(s) should not be erected without full knowledge and agreement of the property owner. Finally, I hereby authorize an on-site review by the authorized staff.

\_\_\_\_\_  
Signature of Property Owner or Authorized Representative

\_\_\_\_\_  
Date

Please attach an illustration of proposed signage, a site plan indicating it's location, and the \$50.00 review fee.

<p><b>OFFICAL USE ONLY</b> APPROVAL / DISAPPROVAL FEE PAID: _____ DATE: _____  _____ Land Use Administrator</p>
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