Chatham County Temporary Sign Application

Applicant Name _____ **Contact Number:**_____

Property Owner Name (if Different) _____

Location/s Where Sign/s Will Be Erected? _____

_____

Parcel Number/s _____ **(See www.chathamgis.com for Parcel Number if not known)**

Zoning Classification of Parcel: _____ **(See www.chathamgis.com for Zoning or contact our office)**

Purpose for Sign (Event, Promotion, etc.) _____

Type of Sign (Check One): ☐ **On-Premise** ☐ **Off-Premise**

On-Premise Signs are located on the same Parcel as the event. ***Off-Premise Signs are located on a different Parcel than the event.***

TYPE of Sign (Check One):

☐ **Sign(s) to Promote Event Sponsored by Civic, Charitable, Educational, Religious, Community Recreational, and Other Non-Profit (On and Off Premise allowed to be placed up to 2 weeks prior to event and must be removed within 2 days following the end of the event)**

☐ **Real Estate Open House (On and Off Premise allowed to be placed two (2) days prior to open house and must be removed within 24 hours following the conclusion of the event)**

☐ **Banner for advertising new businesses, services being offered, etc. (ON premise ONLY and may be placed for no more than 30 calendar year days from the date it is erected)**

☐ **Construction Sign: Name of development or project** _____ **(ON premise ONLY. Sign may remain throughout construction but shall be removed upon issuance of Certificate of Occupancy)**

☐**All Other (Please Specify):** _____ **(On or Off Premise shall not be erected more than 30 calendar days per year)**

Size of Sign Area (in Square Feet) _____

Real Estate Open House Signs: 4 Sq. Ft. Maximum; All Other Temporary Signs: 32 Sq. Ft. Maximum

Height of Sign (Measured from ground level to top of sign) _____

Real Estate Open House Signs: 5 Feet Maximum; All Other Temporary Signs: 10 Feet Maximum

Has property owner given written permission for sign to be placed? ☐ **YES** ☐ **NO**

➡ ***Attached written permission may be required if sign is posted on property not owned by applicant.***

Date Sign Will Be Erected: _____

I _____ ***have read and understand the requirements for erecting, placing, locating, or otherwise installing a temporary sign in areas enforced by Chatham County. I am assuming responsibility for the placement and/or removal of any sign/s covered under this application and by any persons authorized by me to do so. I understand that I and the entity being advertised for will be responsible for any fines or enforcement action/s that may be taken in connection with any sign/s related to the issuance of this permit and that signs not legally applied for are considered illegal.***

_____ _____

Signature **Date**

_____ _____ _____

Approved By **Date Issued** **Date Sign/s Must Be Removed By**

If you have questions about temporary signs please contact Angela Plummer, Zoning Administrator at 919/542-8285 or angela.plummer@chathamcountync.gov.