

SAMPSON COUNTY  
**SIGN PERMIT APPLICATION**  
CLINTON-SAMPSON PLANNING DEPARTMENT



Please Note: All signs require building permits before being constructed, this includes wall and freestanding signs.

**A. APPLICANT/OWNER REPRESENTATIVE INFORMATION**

**Applicant Contact Information:**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Owner Contact Information (if different from applicant)**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Sign Contractor Information:**

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**B. PROPERTY AND SIGN INFORMATION**

1. Exact location of sign(s): \_\_\_\_\_
2. Zoning district: \_\_\_\_\_
3. Number of signs and type to be installed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Total area of each sign: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Will the sign be illuminated or have moving elements? \_\_\_\_\_  
If yes, explain: \_\_\_\_\_
6. Will the sign be permanently anchored to the building or ground? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## C. SUBMITTAL PROCEDURE

### All sign permit applications shall provide:

- 1) Indicate the proposed site by identifying the property by ownership, location and use;
- 2) Show the location of the sign on the lot in relation to property lines and building, zoning district boundaries, right-of-way lines, and existing signs; and
- 3) Show size, character, complete structural specifications and methods of anchoring and support.

### Please note the information below:

No person shall construct, relocate, erect, alter or otherwise maintain a sign without first obtaining a permit from the Administrative officer.

All signs shall comply with Section 9 of the Sampson County Zoning Ordinance.

## C. SIGNATURES

**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 and agreement of the property owner. Finally, I hereby authorize on-site review by authorized staff.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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### OFFICIAL USE ONLY

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_