



PLANNING & DEVELOPMENT SERVICES
1070 HECKLE BLVD, SUITE 107, ROCK HILL, SC 29732
PHONE (803) 909-7230 / FAX (803) 909-7227

PERMANENT SIGN PERMIT APPLICATION

\*\*PLEASE ALLOW 10 BUSINESS DAYS FOR PROCESSING\*\*

Project name: \_\_\_\_\_

Project address: \_\_\_\_\_ Tax Map #: \_\_\_\_\_

Primary contact & address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email or fax: \_\_\_\_\_

Property owner & address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email or fax: \_\_\_\_\_

Sign contractor & address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email or fax: \_\_\_\_\_

Estimated total cost of sign(s): \_\_\_\_\_

MONUMENT SIGN:

WALL SIGN(S):

Sign height (ft): \_\_\_\_\_

Sign area (sq ft)/dimensions: \_\_\_\_\_

Sign area (sq ft)/dimensions: \_\_\_\_\_

Building width: \_\_\_\_\_

Setbacks: \_\_\_\_\_

# of stories: \_\_\_\_\_

PLEASE PROVIDE THE FOLLOWING INFORMATION WITH YOUR APPLICATION:

- 1. \$100.00 application fee.
2. Two (2) scaled drawings of the plans and specifications of sign to be erected or affixed.
3. Site plan showing dimensions of lot, location of all power lines, driveways, buildings, and sign with distance to nearest property lines and/or right-of-way.
4. If property owner is not the same as the owner of the sign, then a notarized letter from property owner stating approval for sign placement is required.
5. Other information, as the Zoning Administrator may require, to determine compliance with this and other applicable codes.

The undersigned hereby makes application for a permit for the installation of the sign(s) described herein, and agrees to conform to all applicable laws of York County and the State of SC regulating the same. This is an application for a permit and does not constitute authorization for the work described. The permit for work will be based upon approval of this application by the Zoning Administrator and Building Official.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_