



Building & Planning Department  
 Telephone: (843) 545-4010 Fax: (843) 527-1285

## Application for Temporary Sign Permit

<b>Applicant Name:</b>	<b>Business Name:</b>
<b>Business Address:</b>	<b>City/State/Zip:</b>
<b>Phone:</b>	<b>Application Date:</b>
<b>Constructed By: Firm/Company</b>	<b>Current Business License: Yes / No</b>
<b>Address:</b>	<b>City/State/Zip:</b>
<b>Site Location of Sign(s):</b>	
<b>Start Date of Temporary Sign(s):</b>	
<b>Event Dates:</b>	<b>Please attach photo(s) of banner or sign(s).</b>

	Temporary Sign Type	Quantity	Size	Height From ground	Permit Expires	Deposit Amount	Permit Fee
<input type="checkbox"/>	Real Estate Event				5 days	\$250	
<input type="checkbox"/>	Business Event	1			15 days		\$25
<input type="checkbox"/>	Non-Commercial Event				30 days		\$25
<input type="checkbox"/>	Construction Signs	1			30 days		\$25
<input type="checkbox"/>	Event Board Signs	1 or 2	4'x6'	8' Max	30 days		\$25

**X**

\_\_\_\_\_  
 Applicant's Signature

**Temporary Sign Notes**

**Real Estate Events:** No sign shall be located within a public right-of-way or in a required site triangle; deposit will be refunded if all signs are removed within (2) days following the event; signs are only allowed for (5) days on the days of the event.

**Business Events:** Limited to (1) sign per event; allowed (5) permits per calendar year; signs are limited to (24) square feet for each exposed face; Location of sign only to be upon the lot where the event is to occur; sign can only be erected for a period not to exceed (15) consecutive days/ "Going Out of Business signs are permitted a total of (30) days.

**Non-Commercial Events:** Temporary event signs may be erected for a period of 30 days prior to the date of event and shall be removed within (5) days of the termination of event.

**Construction Signs:** (1) sign for each project or development; Size shall not exceed (24) sq. ft. in gross surface area for each exposed face; Locate sign on premises which construction is about to occur or is occurring and not located in any required site triangle; sign may be erected for a period not to exceed (30) days prior to start of construction and removed within (10) days of termination of construction; Building permit approval is required prior to issuance of sign permit.

**Event Board Signs:** The type of posters/signs for events that may be attached to the Event Board Signs includes, but is not limited to: Special Events, Festivals, Clubs, Meetings, Shows, Concerts, Expositions, Banquets, and Conferences.

NO BUSINESS OR CORPORATE SPONSORSHIPS AND/OR LOGOS WILL BE ALLOWED ON SIGNAGE.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Rejected By: \_\_\_\_\_ Reason: \_\_\_\_\_