



Town of Erwin  
**Sign Application & Permit** (March 2011)  
 Planning & Inspections Department

Permit #

Each application should be submitted with an attached site plan and sign specifications. Each site plan shall identify the location of the proposed sign in relation to the primary structure and property lines of the subject lot upon which the sign is proposed to be placed. The sign specifications shall clearly identify the dimensions of the proposed sign as well as the copy to be contained by the proposed sign. If wall or projecting sign, site plan shall illustrate location of proposed sign in relation to the building upon which the proposed sign is to be attached with roof line indicated and the measurements of the bottom edge of the proposed sign to the walking surface below the proposed sign.

Name of Applicant	Property Owner	Contractor	
Home Address	Home Address	Business Address	
City, State, Zip	City, State, Zip	City, State, Zip	
Telephone	Telephone	Telephone	
Email	Email	Email	

Address of Proposed Property	
Parcel Identification Number(s) (PIN)	
Proposed Sign Type (Check all that apply)	<input type="checkbox"/> Free Standing <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Billboard <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Illuminated <input type="checkbox"/> Non-Illuminated <input type="checkbox"/> Other: _____
Message of Copy on Sign	
Width of Building Wall upon which Sign is to be Placed (In Feet)	
If Freestanding Sign: Distance between Sing and Road Right-of-Way (In Feet)	
If Freestanding Sign: Total Height of Sign (In Feet)	
Sign Surface Measurements	Width ____ Feet/Inches X Height ____ Feet/Inches

**Owner/Applicant Must Read and Sign**

The undersigned property owner, or duly authorized agent/representative thereof certifies that this application and the forgoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. The undersigning party understands that any incorrect information submitted may result in the revocation of this application. Upon issuance of this permit, the undersigning party agrees to conform to all applicable town ordinances, zoning regulations, and the laws of the State of North Carolina regulating such work and to the specifications of plans herein submitted. The undersigning party authorizes the Town of Erwin to review this request and conduct a site inspection to ensure compliance to this application as approved.

_____	_____	_____
Print Name	Signature of Owner or Representative	Date

**For Office Use**

Zoning District		Existing Nonconforming Uses or Features	
Front Yard Setback		Other Permits Required	__ Conditional Use __ Building __ Other
Side Yard Setback		Zoning Permit Status	__ Approved __ Denied
Rear Yard Setback		Fee Paid:	Date Paid:      Staff Initials:

Comments	
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Signature of Town Representative:	Date Approved/Denied:
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