

CITY HALL • 801 WEST AVENUE NW • PO BOX 958 • LENOIR, NC 28645

For questions about this application form or the rules pertaining to temporary advertising devices and banners in the City of Lenoir, please contact the Planning Department at 828.610.8442. NOTE: This permit application is for TEMPORARY banners only. For permanent signs, please fill out the sign permit application.

Submittal Checklist:

Application Form/Permit Fee (\$25.00)

Field-verified:

Site Plan* (Free-standing only) Must include:

- Property Lines
- Existing Development
- Location/footprint of proposed signs and temporary structures and their distance from all property lines

*Typically, this can be simply accomplished with a hand drawing on a copy of a survey or aerial photograph. Make sure the hand drawing is "to-scale" and identify the setbacks. Provide 1 copy, maximum of 11" x 17".

Drawings/Photographs (Building-mounted only)

- Show proposed placement/dimensions on building

Other Requested Information: _____

Permit Information:

Business Name: _____

Property Address: _____ NC PIN: _____

Zoning District: _____ Proposed Start Date: _____ Proposed End Date: _____

Permit Type (check one): Wall- Mounted Banner _____ Free-Standing Banner _____

Banner Dimensions (max. size 32 sq. ft.): _____

Contact Information:

| | |
|--|--|
| _____ Name of Applicant | _____ Name of Business Owner |
| _____ Street Address | _____ Street Address |
| City _____ State _____ Zip _____ | |
| Phone Number: _____ | |
| Email: _____ | |
| Applicant Status: Owner Tenant Agent Other | <p align="center">Applicant's Signature:</p> <p align="center">_____</p> <p>***By signing, the applicant certifies that he/she has full permission to act on the owner's behalf for the purposes of securing a zoning permit for the development described in this application and that all information presented is correct to the best of his/her knowledge.***</p> |

OFFICIAL USE ONLY: Approved on _____ First Banner for Year Second Banner for Year

Permit Number: _____ Approved by: _____