



TOWN OF WAYNESVILLE

Development Services Department

PO Box 100

9 South Main Street, Suite 110

Waynesville, NC 28786

Phone (828) 456-8647 • Fax (828) 452-1492

www.waynesvillenc.gov

Sign Permit

This form must be accompanied by scale drawings of all proposed signs, showing their placement on buildings, and a site plan showing the proposed location of any ground signs. If all proposed signage cannot be indicated on this form, please complete additional forms.

Property Street Address: _____ PIN: _____

Business Owner(s): _____ Telephone: _____

Business Owner Mailing Address: _____

Zoning District: _____ Overlay District (If Applicable) _____

Proposed Signs (Complete all that apply)

Ground Sign(s) Sign Dimensions: _____ Sign Height Above Grade: _____

Is the sign illuminated? Yes No If yes, is the illumination internal or external ?

Building Sign(s) – Maximum of 3 building signs per façade

Building Face Dimensions: Wall Height: _____ Wall Length: _____

Building Sign(s) Dimensions: Sign #1: _____ Sign #2: _____ Sign #3: _____

Is the sign(s) illuminated? Yes No If yes, is the illumination internal or external ?

Window/Door Sign(s) – May not exceed 25% of the window/door area

Window Sign Dimensions: _____ Window Dimensions: _____

Temporary Sign(s): Type of Sign – Ground Building

Ground Sign Dimensions: _____ Ground Sign Height Above Grade: _____

Building Sign Dimensions: _____ Building Wall Dimensions: _____

Start Date: _____ End Date: _____

Office Use Only

This signature authorizes the installation of all signage described above and in required attachments. Any deviation from the sign dimensions or placement described above and in any attachments shall require resubmittal, approval, and the issuance of a new Sign Permit. All fees are determined by the adopted fee schedule on the date of this permit.

Development Services Staff Signature

Date