



# TOWN OF MARSHALL

180 South Main Street • PO Box 548 • Marshall, NC 28753 • Phone (828) 649-3031 • Fax (828) 649-3413

**Sign Permit Application-Please fill out completely, or application will not be processed.**  
(updated 5-18-11)

<b>Date Received:</b>	<b>Received By:</b>	<b>Receipt #:</b>	<b>Permit #:</b>
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## 1. Application Type

<u>Land Use</u>	<input checked="" type="checkbox"/>	<u>Sign Type</u>	<input checked="" type="checkbox"/>	Fee
Residential	<input type="checkbox"/>	Neighborhood/Development	<input type="checkbox"/>	_____
Mixed Use	<input type="checkbox"/>	Wall	<input type="checkbox"/>	_____
Commercial	<input type="checkbox"/>	Canopy/Awning	<input type="checkbox"/>	_____
Civic	<input type="checkbox"/>	Projecting	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	Freestanding	<input type="checkbox"/>	_____
		Other _____	<input type="checkbox"/>	_____

Notes: \_\_\_\_\_

Fee Total \_\_\_\_\_

## 2. Project Information

Name of Project \_\_\_\_\_ Property Address \_\_\_\_\_

Tax Parcel Number \_\_\_\_\_ Property Size (acres) \_\_\_\_\_

Sign Area: Width \_\_\_\_\_ ft x Height \_\_\_\_\_ ft = \_\_\_\_\_ sf Overall Sign Height \_\_\_\_\_ ft

Sign Material: \_\_\_\_\_

For wall/canopy/projecting signs: Wall Length: \_\_\_\_\_ft Wall Height: \_\_\_\_\_ft Projection from wall \_\_\_\_\_ in

Is this illuminated? Yes No Internally illuminated? Yes No

(Any lighted/electrical signs may require additional information for Madison County Building Inspections)

## 3. Contact Information

_____ Property Owner _____ Address _____ City, State, Zip _____ Telephone _____ Fax _____	_____ Applicant or Sign Contractor _____ Address _____ City, State, Zip _____ Telephone _____ Fax _____ _____ Signature _____ Print Name _____ Date _____
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### Staff Use Only:

Zoning District: \_\_\_\_\_ Overlay District(s): \_\_\_\_\_

Setbacks: Front: \_\_\_\_\_ft Right Side: \_\_\_\_\_ft Left Side: \_\_\_\_\_ft Sign Type Permitted? Yes No

Sign Size & Location Compliant? Yes No

Permit Approved? Yes No Zoning Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **4. Site Plan & Sign Layout**

Sketch or attach the layout for proposed signs with all content to be shown on the sign. Include a site plan showing the proposed location of the sign in relationship to property lines, streets, driveways, and buildings. For attached wall signs, show the location of the sign in relationship to the wall to which it is being attached.