

**Zoning Department**

**Town of Warsaw  
NORTH CAROLINA  
SIGN PERMIT APPLICATION**

Permit # \_\_\_\_\_

**A. APPLICANT/OWNER REPRESENTATIVE INFORMATION**

1. Sign Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number (w) \_\_\_\_\_ (fax) \_\_\_\_\_ (e-mail) \_\_\_\_\_

2. Property Owner (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number (w) \_\_\_\_\_ (fax) \_\_\_\_\_ (e-mail) \_\_\_\_\_

**B. REQUEST INFORMATION**

1. EXACT LOCATION OF SIGN(S): \_\_\_\_\_

2. ZONING DISTRICT: \_\_\_\_\_

3. NUMBER OF SIGNS AND TYPE TO BE INSTALLED: \_\_\_\_\_

4. TOTAL AREA OF EACH SIGN: \_\_\_\_\_

5. WILL THE SIGN BE ILLUMINATED OR HAVE MOVING ELEMENTS? \_\_\_\_\_  
IF YES, EXPLAIN: \_\_\_\_\_

6. WILL THE SIGN BE PERMANENTLY ANCHORED TO THE BUILDING OR GROUND? \_\_\_\_\_

**C. SIGNATURES**

~~I hereby acknowledge that this application is correct and I agree to comply with all City Ordinances regarding signs. I understand that this sign should not be erected without full knowledge and agreement of the property owner. Finally, I hereby authorize on-site review by authorized staff.~~

\_\_\_\_\_  
(Signature of Property Owner or Authorized Representative)

\_\_\_\_\_  
(Date)

SUBMITTAL PROCEDURE

All sign permit applications shall provide:

- 1) A site plan of the premises showing the location of all structures, existing signs on premises, and proposed sign(s).  
Include distances from property lines.
- 2) Show dimensions of all signs, buildings (height and width) and premises.
- 3) Draw proposed sign(s) in detail, showing the height, dimensions, and proposed copy.

No person shall construct, relocate, erect, alter or otherwise maintain a sign without first obtaining a permit from the Administrative officer.

Outdoor advertising signs (billboards) require a conditional use permit and are only allowed in certain districts.

All signs shall comply with Section 15, Sign Regulations, of the Town of Warsaw Zoning Ordinance.

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**OFFICIAL USE ONLY**

**APPROVED BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_