

405 County Complex Rd.  
Clinton NC 28328  
Inspection: 910-592-0146  
Planning: 910-631-1039  
Fax: 910-596-0773



Hours of Operation:  
Mon-Thurs. 7AM-5:30PM

**Sampson County Inspection and Planning Department**

**SIGN PERMIT APPLICATION**

With the exception of signs outlined in Section 1703 of the Sampson County Zoning Ordinance, all other signs shall require a sign permit.

**Site Plan Requirements**

- Indicate the proposed site by identifying the property by ownership, location and use;
- Show the location of the sign on the lot in relation to property lines and building, zoning district boundaries, right-of-way lines, and existing signs; and
- Show size, character, complete structural specifications and methods of anchoring and support.

\*Planning Staff may require additional information when necessary.

**A separate building permit will be required for the construction of the sign.**

**FEES:**

**On-Premises Single Sign \$50.00**

**On-Premises Multiple Signs \$150.00**

**Off-Premises Signs/Billboards \$500.00**

**APPLICANT INFORMATION**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

***If the applicant is not the property owner, a written signed statement from the property owner must be included giving consent for the proposed sign.***

**PROPERTY OWNER INFORMATION**

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**SIGN CONTRACTOR INFORMATION**

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**PROPERTY & SIGN INFORMATION**

ADDRESS: \_\_\_\_\_  
TOWN: \_\_\_\_\_  
PARCEL #: \_\_\_\_\_ DEED BOOK & PAGE # \_\_\_\_\_  
ZONING DISTRICT: \_\_\_\_\_  
NUMBER OF SIGNS: \_\_\_\_\_  
TOTAL SIGN AREA & HEIGHT: \_\_\_\_\_  
COMPLETE SIGN DESCRIPTION (illuminated, freestanding/attached):  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE**

I, \_\_\_\_\_ hereby acknowledge that this application is correct and I agree to comply with applicable requirements outlined in the Sampson County Zoning Ordinance. I acknowledge that this sign permit does not exempt me from requiring a separate building permit and any other applicable trade permits.

**APPLICANT SIGNATURE:** \_\_\_\_\_

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