

SIGN – PERMIT APPLICATION (ON-PREMISE)

Name of Business: _____

Address: _____

Directions: _____

Tax Map Number _____

****Width of right of way: Spartanburg County Maintained _____ feet or SCDOT
_____ feet (Name of individual approving r.o.w. _____ date _____.)**

Height of proposed sign _____ Square footage of Sign _____

Contract Price: _____

Sign Company: _____ **Phone:** _____

Applicant: _____ **Phone:** _____ **Fax:** _____

Signature of Applicant: _____ **Date:** _____

ON PREMISE SIGNS:

- **Provide a detailed dimensioned site plan showing the exact location of the sign to be place on the property (in no case can any portion of the sign be within the road right of way)**
- **Provide a detailed dimensioned drawing of the sign including lettering.**
- **For signs greater than 12 feet in height: An engineer shall design / seal the footing detail.**
- **For signs greater than 20 feet in height: An engineer shall design / seal the sign details and verify that the structure will comply with all code requirements i.e. Wind, seismic etc.**

***Width of “Right of Way for Spartanburg County maintained roads can be obtained by contacting the Roads and Bridges Department at 864-595-5322 and for State Maintained Roads please call 864-587-4720, the right of way dimensions are required to be shown on application in order to process.**

****It is the responsibility of the applicant to verify all Right of Way information**