TOWN OF CLAYTON
Planning Department
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

TEMPORARY SIGN PERMIT

Pursuant to Article 7, Section 155.713 of the Unified Development Code (UDC), no sign, unless specifically exempted under Section 155.403(F) of the UDC may be erected, located or altered in any manner until a sign permit (and building permit if necessary) has been secured from the Planning Department.

Temporary sign permit applications must be accompanied by one (1) application, an Owner's Consent Form (attached) and the permit fee. The permit fee is $50.00. All fees are due when the application is submitted. Please provide a sketch indicating the location, size and date for the sign(s).

TEMPORARY SIGN TYPE AND TIMEFRAME*:

☐ *Temporary Sign* ☐ *Construction Project Sign* ☐ *Banner Sign* ☐ *Balloons*

Event Dates: _____ *Date to be placed:* _____ *To be removed:* _____

SITE INFORMATION

Name of Business: _____ **TAX/TAG#:** _____

Property Owner's Name: _____

Address: _____

APPLICANT INFORMATION

Applicant: _____

Mailing Address: _____

Phone Number: _____ **Fax:** _____

Email Address: _____

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Planning Department of the Town of Clayton to approve the subject Permit. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Clayton, North Carolina, and will not be returned.

_____ _____ _____

Print Name *Signature of Applicant* *Date*

FOR OFFICE USE ONLY

Date Received: _____ Amount Paid: _____ _____

Permit Number

_____ _____ _____

Planning Director/Designee *Date* *Expires*