

TOWN OF SPRING LAKE SIGN PERMIT APPLICATION

Email Permit to: shutchins@townofspringlake.com

PERMIT NO: S- _____

Complete address where work will be performed: _____
Spring Lake, NC 28390

Permit to be issued to: (Contractor/Business Name) _____

Address _____ Phone: _____

NC License Number: _____ Email: _____

Complete Name of Property Owner: _____

Property Owner's Address: _____

Property Owner's Phone Number: _____

Electrical Contractor's Name: _____

Contractor's Address: _____

SIGN INFORMATION

Type of Sign: _____

New _____

Size of proposed sign _____

Electrical load of sign _____

Replacement _____

Current sign area _____

Size of proposed sign _____

Electrical load of sign _____

Face replacement only _____

Permit Fee \$ _____

Technology Fee \$ **10.00**

Convenience Fee (All Card Transactions \$4.50) \$ _____

Total Permit Fees \$ _____

**A minimum permit fee will be charged if priced items total less then the minimum permit fee.

Special notes for sign permits:

1. A complete set of plans, specifications, and methods of construction must be submitted for review by the building inspector prior to the permit being approved.
2. A site plan indicating location must be submitted and approved by the zoning officer prior to submitting the permit application.
3. An electrical permit is required for all signs with electrical wiring.
4. Footings must be approved prior to setting the sign.

YOU MUST CALL TO SCHEDULE AN INSPECTION AT THE PROPER STAGE (S) OF WORK. CALL THE INSPECTIONS DEPARTMENT AT (910) 985-7265 TO SCHEDULE INSPECTION.

The undersigned hereby makes an application for a permit and inspection of the work described and agrees to comply with all applicable laws regulating the work performed.

Signature of Applicant _____

Date _____

Approved by _____

Date _____