



Jackson County Planning Department
 538 Scotts Creek Road, Suite 217
 Sylva, North Carolina 28779
 Phone (828) 631-2282
 Email: johnjeleniewski@jacksonnc.org

Sign Permit Number:
Date Received:
Date Approved:

Sign Permit Application

TO BE COMPLETED BY APPLICANT

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SECTION 1: OWNER AND PROPERTY INFORMATION (skip to section 2 if applying for a temporary sign permit)					
Property Owner:			Property PIN:		
Address:			Property Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone:			Email:		

SECTION 2: BUSINESS / ORGANIZATION INFORMATION					
Business / Organization / Project Name:					
Address:			Contact Person:		
City:	State:	Zip:	Contact Phone:		
Business / Organization Phone:			Contact Email:		
Business Use (Retail, Restaurant, Hotel, Office, Event type, Etc.):					

FOR OFFICE USE					
Ordinance Jurisdiction:		441 Development Corridor	Cashiers Commercial Area		
		Cullowhee Planning Area	Town of Dillsboro	Forest Hills	Town of Sylva Webster
Zoning District:			Building Type:		
			<input type="checkbox"/> Stand-alone Building <input type="checkbox"/> Shopping Center		
Sign 1:	<input type="checkbox"/> Single sided	<input type="checkbox"/> Double Sided			
Sign Size:		Sign Type (Wall, Pole, Temp., Etc.):		Sign 1 Fee:	
Sign 2:	<input type="checkbox"/> Single sided	<input type="checkbox"/> Double Sided			
Sign Size:		Sign Type (Wall, Pole, Temp., Etc.):		Sign 2 Fee:	
Sign 3:	<input type="checkbox"/> Single sided	<input type="checkbox"/> Double Sided			
Sign Size:		Sign Type (Wall, Pole, Temp., Etc.):		Sign 3 Fee:	
Sign 4:	<input type="checkbox"/> Single sided	<input type="checkbox"/> Double Sided			
Sign Size:		Sign Type (Wall, Pole, Temp., Etc.):		Sign 4 Fee:	
Sign Contractor:				Total Sign Permit Fee:	
Contact Name:		Phone:			

I affirm and certify that I understand and will comply with the provisions and regulations of any applicable Jackson County or District Ordinances. I further certify that the above statements and the statements and showings made in any paper or plans submitted herewith are true to the best of my knowledge and belief. Further, I understand that the application, attachments and fees become part of the Official Records of the Planning Department and are not returnable. I also recognize that if one or more deficiencies exist in the application, I will be notified of the deficient items, and the department shall take no further action on the application until the required information is submitted. I understand that misrepresentation of information contained within this application may be cause to void any development approvals associated with this application. It shall be the responsibility of the applicant to secure all approvals from the property owner prior to the construction and installation of any and all sign types and locations (on site).

Applicant's Signature:	Date:
Planning Department Approval Signature:	Date:

This document shall be considered a "Sign Permit" following the approval signature of the Planning Department.