TEMPORARY SIGN PERMIT APPLICATION

Code Compliance and Development Office
100 E Windsor St, Westminster, SC 29693-0399
864-647-3200 X 105 www.westminstersc.org

City of Westminster

PROJECT INFORMATION

Property Address:	Tax Map Survey #:	Zoning:
	Multi-Tenant Units:	Design Guidelines:

Applicant:	Phone:	Fax:
Mailing Address:	Mobile:	
	E-Mail:	
Physical Address:	City Bus. License:	

Property Owner:	Phone:	Fax:
Mailing Address:	Mobile:	
	E-Mail:	
Physical Address:	City Bus. License:	

Sign Contractor:	Phone:	Fax:
Mailing Address:	Mobile:	
	E-Mail:	
SC LLR License:	City Bus. License:	

SIGN TYPE

☐ Event	☐ Yard Sign	☐ Air/Gas Filled Device	☐ Campaign (see attached)
☐ Banner	☐ Display	☐ Construction/Development	☐

PROMOTION/EVENT DISPLAY DATES & LOCATION

Name of Business/Organization:

Start date:		End date:	

Location: ☐ Wall   ☐ Sign Structure   ☐ Yard   ☐ Other:

SIGN/DISPLAY AREA

# LOTS (max. 1 per lot):		# Events (max. 6 per year):	

SIGN AREA		HEIGHT	
Allowable	Proposed	Allowable	Proposed
1		1	
2		2	
3		3	

☐ **SIGN & ELEVATION PROPOSAL SKETCH OR MOCK-UP** – Identify dimensions, copy message, colors, and construction materials.

☐ **SITE PLAN** – Copy of survey or scale drawing showing the parcel dimensions, nearest building, rights-of-way, driveways, easements, power lines, and location of sign in relationship to property lines, rights-of-way, and nearest building.

CERTIFICATION

By signing this application, I certify that I am an authorized agent for the company performing the work stated above, and that all the information provided is true and accurate. I further understand if any information is found to be incorrect or falsely stated, this permit may be voided, and I may be responsible for violation of any and all related laws and ordinances.

Signature of Applicant	Printed Name and Title of Applicant	Date

OFFICE USE ONLY

Action: ☐Denied ☐Approved ☐Approved subject to obtaining and complying with a valid ☐BUILDING PERMIT ☐ELECTRICAL PERMIT

Permit Fee: $_____   Receipt #:_____   Authorized by:_____