



**TOWN OF CLAYTON
Planning Department**

111 E. Second Street, Clayton, NC 27520
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 \$30.00. All fees are due when the application is submitted.

TEMPORARY SIGN TYPE AND TIMEFRAME*:

- Temporary Sign Construction Project Sign Banner Sign Balloons

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

**Please provide a sketch indicating the location, size and date(s) of use for the sign(s).*

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