



City of Greenville | Community Development Department  
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# TEMPORARY SIGN PERMIT APPLICATION



## APPLICANT (PRIMARY POINT OF CONTACT)

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## SIGN DETAILS

Is this a renewal?     Yes     No  
 Address of Sign: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
 Message on the sign: \_\_\_\_\_  
 \_\_\_\_\_

Where will the sign be located? (Check all that apply)

- On Building - provide an elevation showing where on the building you will be placing the sign.
- Free-Standing - draw site plan (on back) showing location of sign.

Type of Sign:     Inflatable Device     Banner/Pennant/Flag     Civic Promotional     Portable  
 New Subdivision     Sandwich Board (Central Area only)     New Development

### Time Limits (unless otherwise noted, one (1) sign is allowed per street frontage):

- Inflatable Device: Thirty (30) consecutive days; one (1) annual renewal; at least thirty (30) days between events*
- Banner/Pennant/Flag: Thirty (30) consecutive days; two (2) annual renewal; at least thirty (30) days between events*
- Civic Promotional: Determined by Community Development Director*
- Portable: Forty-five (45) consecutive days; one (1) annual renewal; at least thirty (30) days between events*
- New Subdivision: The sooner of twelve (12) consecutive months or ninety percent (90%) completion of subdivision*
- Sandwich Board: No time limit; must be removed daily after business hours; one (1) allowed per business*
- New Development: No time limit; must be removed upon issuance of Certificate of Occupancy*

## AUTHORIZATION AND ACKNOWLEDGEMENTS

I have carefully read the complete application and know the same is true and correct. I understand the ordinances governing the construction activity described in this application, and agree to comply with all provisions of the City ordinances, State laws, and all property restrictions, whether herein specified or not. As the owner of the above property or a duly authorized agent, I hereby grant permission to enter the premises and make all necessary inspections.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Draw Site Plan on Reverse Side...

**SITE PLAN**

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Show property lines, building locations, streets, alleys, driveways, and the proposed sign location