



Sign Application

City of Morganton • PO Box 3448, Morganton, NC 28680-3448
305 E. Union St. Suite A100, Morganton, NC 28655 • www.ci.morganton.nc.us

Return the completed application, **including building frontage and the proposed sign dimensions**, to Terry Jordan, Zoning Administrator, City of Morganton, P.O. Box 3448, Morganton, N.C. 28680-3448, or fax to (828) 438-5264.

Your sign contractor must have a **valid privilege license** to work in Morganton prior to the issuance of a sign permit. Contractors may apply at the City Tax Office, City Hall, 305 East Union Street, Suite A 100. The Privilege License is also available on-line at www.ci.morganton.nc.us. (* Required before sign permit will be issued.)

Applicant Information

Business Name _____	Application Date _____
Mailing Address _____	Phone No. _____
	Building Frontage & Height _____
Sign Location _____	No. of Street Sides _____
Sign Contractor _____	Contractor Phone _____
Contractor Address _____	Privilege License <input type="checkbox"/> *
	(* Required before sign permit will be issued.)

Sign Type: Permanent

Sign Type: Temporary

<input type="checkbox"/> Wall _____ Sq.Ft.	<input type="checkbox"/> Portable _____ Sq.Ft.
<input type="checkbox"/> Canopy _____ Sq.Ft.	<input type="checkbox"/> Inflatable _____ Sq.Ft.
<input type="checkbox"/> Projecting _____ Sq.Ft.	<input type="checkbox"/> Other _____ Sq.Ft.
<input type="checkbox"/> Any existing signage to remain _____ Sq.Ft.	

FREE STANDING SIGNS REQUIRE BUILDING INSPECTOR APPROVAL FOR THE FOOTINGS: (If signs are under 20 feet in height, we will accept computer software programs such as Sign Calculator Software for footings: 90 MPH wind load and 20 lb. snow load) (Signs 20 feet and above require a N.C. Engineer's Seal on the footing details)

Free Standing _____ Sq.Ft. Height _____

Sign Cost \$ _____ (Do not include installation costs.)

Remarks _____

Attached Drawing * (* Required before sign permit will be issued.)

Building Inspector Approval: _____

Zoning Administrator Approval: _____

Sign Fees

Send the approved application and fee to:

City of Morganton
Development & Design Services
Attn: Terry Jordan
PO Box 3448
Morganton, NC 28680-3448

Freestanding 20' & above	\$130.00
(includes footing inspection)	
Freestanding less than 20'	\$75.00
Gasoline Canopy	\$30.00 each
Inflatable sign	\$100.00
Temporary sign	\$75.00
Under Canopy Sign	\$25.00
Wall / Canopy sign	\$75.00
Projecting sign	\$75.00

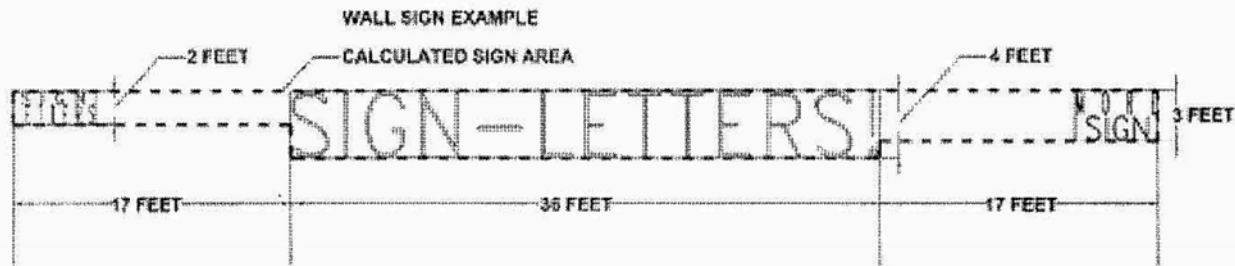
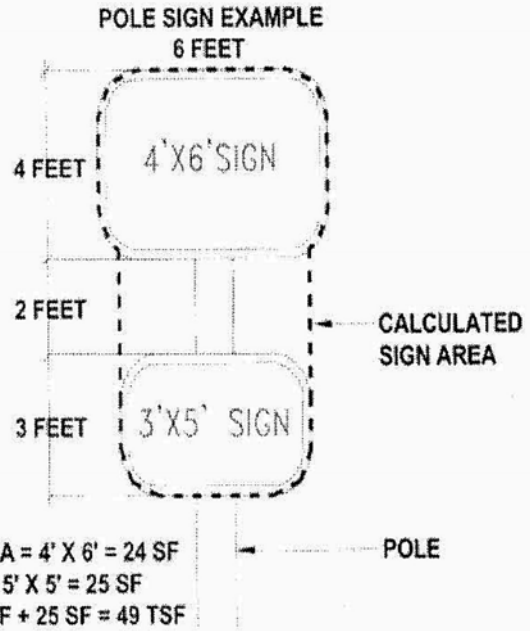
Reference information for sign application

To determine zoning classification visit www.webgis.net and follow the steps listed below or call Development and Design Services at (828) 438-5269.



**PROPERTY ZONING
ON THE INTERNET**
www.webgis.net

- Active Sites
 - ⇒ North Carolina
 - ⇒ Burke County
- Continue on to GIS
- Double click on map
- In Layer Settings *(far left)*
 scroll down and deselect—
 - X Photography
 - X List of Cities
 - select— ✓ Zoning Morganton
- Click on Apply *(top of frame)*
- Use drop down menu below map
 fill in—Address, name, parcel etc.
 select—GO *(This will show the parcel)*
- Use drop down menus at top of map
 set Click map to: Identify Feature
 set Id What: Zoning, Morganton
- Double click on the property
 The zoning for the parcel will be listed in
 the bottom right of the screen:
 for example—Morganton Zoning = RL



AREA = 2' X 17' = 34 SF
4' X 36' = 144 SF
3' X 17' = 51 SF
34 SF + 144 SF + 51 SF = 229 TSF
SMALLEST AREA THAT ENCOMPASSES THE ENTIRE SIGN

The following is for reference only. Determination of the type of sign and applicable restrictions is subject to approval by the Zoning Administrator (828) 438-5269 or e-mail tjordan@ci.morganton.nc.us (reference Sign Ordinance 9-4003 & 9-4010).

Definitions



Banner sign— A temporary sign usually hand painted, designed with paper, cloth, plastic or other similar light weight flexible material that can be attached to structures with rope, chains, string or similar devices.

Canopy sign— A projecting sign attached to, painted on, or hung from a canopy, awning or marquee.

Easel sign— A temporary sign made of materials such as wood, plastic, graphite, etc. designed to be placed on a separate stand. (i.e. sandwich boards, menu boards, etc.)

Flag sign— A temporary sign made of cloth or other similar material designed to be installed on a pole or rod in such a manner as to freely wave in the wind.

Free-standing sign— A sign which directs attention to a business, profession, industry or group of businesses, firms or corporations, which are located on the same lot as the sign. Such signs are erected independently of any building wall and are securely/permanently anchored into the ground using footings or other structural foundation approved by the Building Code.

Inflatable sign— A temporary sign designed to be filled with air or other gases, which can be suspended in mid air.

Informational sign— Parking signs, legal notices or signs of a similar nature which are necessary for the welfare of the citizens and do not advertise any product, service, business or entertainment and contain no logos or advertisements.

Nonconforming sign— Any sign which legally existed on the effective date of this chapter, (reference city ordinance Sec. 9-4010) but which does not conform with the regulations and provisions of this chapter, including any nonconforming sign legally permitted under a prior zoning ordinance.

Off-premises advertising sign— A sign which directs attention to a business, commodity, service, product, activity, place or entertainment, conducted, sold or offered at any location other than the lot on which the sign is located. A billboard. (*Special conditions apply*)

Portable sign— Any sign which is not permanently attached to any other structure nor securely anchored into the ground and which is capable of being moved by hand, wheels or skids.

Roof sign— A sign erected, constructed or maintained above the roof of any structure, including any sign attached to a wall that projects above the roof line or top of a parapet wall.

Service station canopy sign— Any sign including those showing gasoline prices attached to or suspended from a canopy covering gasoline pumps.

Temporary sign— Any sign placed on property in a non-permanent manner which is designed of materials that make it easy to move from one place to another. A temporary sign is normally used for purposes of advertising short term events such as grand openings, sales, business specials or special activities.

Wall sign— Any sign attached to a wall or mansard roof which is parallel to the wall but projects no more than 18 inches from the wall.

Common special situations

Sec. 9-4010

670.20 (d) *Signs allowed without a permit.* The signs set forth in this subsection will be allowed without the issuance of a permit, and may be located or erected in any zoning district; however, such signs shall otherwise comply with all other conditions, limitations and requirements of this Article.

(6) Signs directing and guiding traffic on private property which do not exceed four square feet in area and which contain no other advertising material.

670.24 (h) *Temporary signs.* Temporary signs shall be permitted in the GB, LI, HI and CB districts subject to the following conditions:

(2) The following temporary signs shall be exempted from obtaining a temporary sign permit.

a. Temporary signs used for political, construction, or real estate sales purposes; however, such signs may not be located in an area or erected in a manner that creates a nuisance by obstructing any street or sidewalk or in any way endangering the public safety, provided further, that such signs are removed within one week of the conclusion of the event or activity advertised on the sign.

b. Flag signs not exceeding ten square feet whose condition is not tattered or torn and whose maximum number does not exceed two per business occupancy.

d. One easel sign that does not exceed five square feet and does not block public right-of-way or obstruct public sidewalks.