TRANSYLVANIA COUNTY
NORTH CAROLINA

BUILDING PERMITTING AND ENFORCEMENT
www.transylvaniacounty.org/permitting.htm **PHONE: (828) 884-3209**

Sign Permitting Requirements

Complete the following:

Sign permit application

Provide the following with your application:

City zoning approval within city jurisdiction
City of Brevard Planning Department, City Hall, 95 West Main St., 883-8580
http://www.cityofbrevard.com/153/Planning-Zoning

County zoning approval within county jurisdiction
Transylvania County Planning Department, Community Services Building, 98 E. Morgan St., 884-3205
http://planning.transylvaniacounty.org/

GIS tax map or survey: draw location of sign
Transylvania County GIS
http://arcgis.webgis.net/nc/Transylvania/

Dimensioned drawing of sign and footing detail

Required inspections:

1. Footings (prior to pouring).
2. Rough electrical, final electrical (if applicable) by licensed contractor.
3. Final (when complete).

Note: Inspections requests must be called or faxed in by 4:00 p.m. the business day prior of the inspection.

Inspection Information:

If the sign is within the City of Brevard's jurisdiction, a footing/setback inspection is required prior to the first inspection and prior to the final inspection. These setback inspections shall be requested from the City of Brevard Planning Department (883-8580).

Under no circumstances can we pin point a time for requested inspections.

Everything must be inspected prior to being concealed.

All inspections must be called in by person licensed and/or responsible for the work.

Additional Information:

Some signs are subject to approval from the N.C. Dept. of Transportation with regard to the State right-of-way. Without proper D.O.T. permitting, the State will consider your sign illegal, resulting in removal of your sign by the D.O.T.: 828-891-7911 or www.ncdot.org/.

Copies of the sign ordinances are available online or by calling:
Transylvania County Planning Department, http://planning.transylvaniacounty.org/, 884-3205
City of Brevard Planning Department, http://www.cityofbrevard.com/153/Planning-Zoning, 883-8580