



The Town of Sunset Beach

700 Sunset Boulevard North • Sunset Beach • NC • 28468

Phone: (910) 579-0075 or (910) 579-0068 • Fax: (910) 579-1840

APPLICATION FOR SPECIAL SIGN DISTRICT DESIGNATION

Date: _____

Applicant: _____

Mailing Address: _____

Telephone: _____

1. Perimeter description of the area being designated (Attach Map):

- 2.) Proposed location and number of proposed signs (Locations may be shown on attached map):

- 3.) Does the proposed area possess unique character and special development potential?
Explain:

- 4.) Does such designation preserve and enhance the unique character of the area?
Explain:

- 5.) Would such designation cause disturbance to neighboring property lying outside of the proposed district?
Explain:

- 6.) Would such a designation promote the best interest of the Town?
Explain:

I have been supplied with a copy of the UDO Article 11 Signs, Section 11.04 Special Sign District Standards which is attached to this application for reference.

Fee for applying for Special Sign District Designation: \$250.00

Owner/Agent/Applicant

Date

For Office Use Only

Date Application Filed: _____ Received By: _____

Fee Paid: _____ Check: _____ Cash: _____

Planning Board Action:

SECTION 11.04 SPECIAL SIGN DISTRICT STANDARDS

- (A) Any subdivider, developer, or owner of an area desiring for their property to be classified as a Special Sign District under this section may apply to the Planning Board for the designation; further designation of an area as a Special Sign District must be approved by the Town Council. Thereafter, approval and denial of requested additions and changes to signage within the Special Sign District would only require the approval of the Town Planning Board and given to the Town Council for information.
- (B) The following information must be submitted with the application, which shall be signed by the owners of property in the proposed district:
- (1) Name(s) and address(es) of the owner(s) of the property to be designated as a Special Sign District.
 - (2) Perimeter description of the area to be designated as a Special Sign District.
 - (3) Justification of need for designation as a Special Sign District (Justification should include clarification and/or evidence of the unique character and special development potential of the area, description of how the designation would preserve and enhance the unique character of the area, including clarifications as to how the designation would cause no disturbance to neighboring property and promote the best interests of the Town.)
 - (4) Any additional information deemed necessary and relevant by the Planning Board.
- (C) The Planning Board shall review the application and shall within thirty (30) days of the receipt of the application recommend to the Town Council whether or not the area should be designated as a Special Sign District. Before recommending designation as a Special Sign District, the Planning Board must find:
- (1) The area possesses unique character and special development potential.
 - (2) The designation would preserve and enhance the unique character of the area.
 - (3) The designation would cause no disturbance to neighboring property lying outside of the proposed district.
 - (4) The designation would promote the best interest of the Town.

- (D) Upon recommendation for approval from the Planning Board, the Town Council shall conduct a public hearing on the request. The Town Council shall designate the area as a Special Sign District, upon finding the following:
- (1) The area possesses unique character and special development potential.
 - (2) The designation would preserve and enhance the unique character of the area.
 - (3) The designation would cause no disturbance to neighboring property lying outside of the proposed district.
 - (4) The designation would promote the best interest of the Town.
- (E) Upon designation of an area as a Special Sign District, the Planning Board shall have the power and authority to review and approve all proposed signs in the district subject to the following submission and criteria requirements:
- (1) Submission of the following information on requested change and additions of signage to the Planning Board:
 - (a) Detailed designs of all proposed signs including the size, height, copy, materials, and colors of the signs. All signs shall be coordinated in terms of design features with existing signs within the district.
 - (b) Illustration of proposed locations and number of proposed signs.
 - (c) Sign illumination plans.
 - (d) Plans for landscaping or architectural features to be used in conjunction with the plans.
 - (2) The maximum height of an attached sign does not exceed twelve (12) feet, except for locations along a major thoroughfare where the height does not exceed sixteen (16) feet.
 - (3) Multi-information directional signs are encouraged and located within the interior of a development.
 - (4) Changeable copy highlighting special events on signs for cultural, civic, or recreational facilities shall not exceed twenty-five percent (25%) of the face area of a sign.
 - (5) Two (2) banners will be allowed for special events.
 - (6) Signs designating a subdivision within the Special Sign District.
 - (7) Special Sign Districts may impose sign regulations which are in addition to those provided for elsewhere in the Ordinances of the Town.
 - (8) Signs needed for direction and information pertinent to the Special Sign District may be erected within the right-of-way upon approval by the Planning Board.
- (F) No sign may be erected, installed, or allowed to continue to exist in a Special Sign District, except with the approval of the Planning Board.