

ONslow COUNTY PLANNING & DEVELOPMENT
ZONING SIGN APPLICATION
OFF-PREMISE

Application Submittal

A complete sign application consists of the following:

- 1) A completed sign application form and applicable fee;
- 2) A site plan showing the location of all proposed signs;
- 3) A rendering showing the dimensions of all existing and proposed signs; and
- 4) A site plan illustrating that the separation requirements have been met for all off-premise signs.

** Please make payment payable to Onslow County Planning & Development. All checks must include a physical address and a phone number. Personal checks must include driver's license or social security number. Business checks must have a North Carolina address*

Process

The application will be reviewed for compliance with the Onslow County Zoning Ordinance. The applicant will be notified if additional information is required. If submitted separately, the zoning permit must be issued before the building permit for the sign(s). A Special Use Permit is required for off-premise signs in the Rural Agricultural (RA) zoning district.

*****See Central Permitting for the required building permit application and submittal process*****

Summary of Sign Requirements

Please see the Onslow County Zoning Ordinance for complete details.

Section 1702. Permitted Signs Requiring a Permit

- Signs Advertising only the name, time and place of any Bona Fide Fair, Carnival, Festival, Bazaar, Horse Show or Similar Event are prohibited in residential districts, not including the RA district, except on the site of the event to which the sign pertains. All such signs shall be removed within ten (10) days after the last day of the event.

Section 1705. Outdoor Advertising Signs/Off-premise Signs

- Outdoor advertising signs/off-premise signs are only allowed in the Rural Agricultural (RA) zoning district with a Special Use Permit.
- No outdoor advertising sign may exceed four hundred and fifty (450) square feet in area and fifty (50) feet in height.

- Attached signs, side by side signs and two sign structures facing in the same direction shall be prohibited.
- Rooftop signs are prohibited.
- No part of any outdoor advertising sign shall be located within a one thousand (1,000) feet radius of another outdoor advertising sign.
- The backs of all outdoor advertising sign shall be painted in a neutral color to blend with the surrounding area and to prevent the reflection of car lights and sunlight.
- No part of any outdoor advertising sign shall be located within a five hundred (500) foot radius from any park property, school property, church property, or navigable body of water.
- No part of any outdoor advertising sign shall be located within a two hundred and fifty (250) foot radius from any residential structure.
- No sign shall be affixed to trees without the written permission of the property owner
- No sign shall be affixed to utility poles.
- Off-premise outdoor advertising signs having automatic changeable copy/display shall meet the following requirements:
 1. The sign shall not contain or display flashing, intermittent, or moving lights, including animated or scrolling advertising.
 2. The sign copy/display shall not change or alternate more frequently than once every 8 seconds.
 3. Sign copy/display changes shall be accomplished without the use of animation, movement, or scrolling, except for any mechanical movements of the sign facing structure necessary to change the sign copy/display.
 4. Sign copy/display changes shall be accomplished as quickly as the sign technology allows and in all cases shall be accomplished within an interval of two seconds or less.
 5. The sign shall be designed and equipped to freeze the sign in one position with no more than the maximum allowable illumination if a malfunction occurs.
 6. The sign shall have a light sensing device that adjusts the brightness of the sign automatically as ambient light conditions change.
 7. The sign shall not exceed a maximum illumination level of 0.3 foot candles above ambient light, regardless of the method of illumination. The 0.3 foot candles above ambient light shall be measured at a distance from the sign equal to the following equation:

$$\sqrt{(\text{Sign Area in square feet} \times 100)}$$

8. Prior to permitting, the applicant shall submit a signed letter from the sign manufacturer stating that the sign is equipped with the ability to comply with the regulations in this section and will be programmed to do so prior to operation. The applicant shall also submit a signed letter from the sign owner or operator stating that they have read the regulations in this section and will not tamper with the manufacturer preset illumination settings.
9. Any automatic changeable copy/display off-premise outdoor advertising sign lawfully established according the regulations in effect at the time of its establishment that does not conform to the standards in this section must be either removed or rendered conforming within 30 days from the date that non-conforming status is determined by the Zoning Administrator.

Section 1706. Prohibited Signs

- Any sign that obscures a sign displayed by public authority for the purposes of giving traffic instruction or direction or other public information.
- Any sign that uses the word “stop” or “danger” or otherwise presents or implies the need or requirement of stopping or caution or the existence of danger, or which is a copy or imitation of or which for any reason is likely to be confused with any sign displayed by a public authority.
- Any sign that obstructs any door, fire escape, stairway, ladder, or opening intended to provide light, air, ingress or egress.
- Any sign that is placed in the public right-of-way except for signs placed by a governmental agency.
- No sign of any kind may be affixed or attached to any utility or service pole.
- Except for off-premise outdoor advertising signs meeting all requirements of Section 1705.10, flashing signs are prohibited. Flashing signs are defined as any sign which contains a light source and maintains the same appearance or copy display for twenty-nine (29) seconds or less.

Section 1708. Illumination

- All signs illuminated under the provisions of this section shall be constructed to meet the requirements of the State Building Code. Illuminated signs shall be limited to those lighted internally with glass or plastic faces bearing the advertisement; provided, however, that exposed neon tubing and exposed incandescent or other bulbs not exceeding fifteen (15) watts each shall be permitted.
- Display lighting shall be shielded so as to prevent direct rays of light from being cast into a residential area or district and/or vehicles approaching a public right-of-way from any direction. Flame as a source of light is prohibited.

Section 1709. Setback Requirements

- Signs shall be setback at least one foot from any public right-of-way or property line and no part of any sign shall project over any right-of-way or property line.
- All signs shall be setback at least fifty feet from a road intersection (measured at the intersection of the right-of-way line) except those erected for orderly traffic control and other governmental purposes, or directional signs of less than six (6) square feet.

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SIGN PERMIT #: _____

DATE: _____

OWNER/AGENT: _____

NAME: _____ TELEPHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHYSICAL ADDRESS: _____

ZONING DISTRICT: _____ TAX PARCEL ID#: _____

TYPE AND SQUARE FOOTAGE OF EXISTING SIGNS ON PROPERTY: _____

SQUARE FOOTAGE OF SIGN FACE(S) PROPOSED: _____

HEIGHT OF PROPOSED SIGN(S): _____

CONTACT RESPONSIBLE FOR MAINTENANCE: _____

APPLICANT SIGNATURE: _____ DATE: _____

Billboard Sign/Off-Premise \$500.00

***** A SEPARATE BUILDING PERMIT IS REQUIRED*****

APPROVED BY: _____ DATE: _____ RECEIPT #: _____