

LEE COUNTY PLANNING, ZONING & ENGINEERING
102 Starksville Avenue, North
Leesburg, Georgia 31763
Telephone: 229-759-6000 Fax: 229-759-6050
Available on website: www.lee.ga.us

The application for sign permit may be submitted electronically to rozanne.braswell@lee.ga.us
OR hand delivered to the address listed above.

APPLICATION FOR SIGN PERMIT

Sign Permit # _____ Map/Block/Parcel _____

Location of Sign: Leesburg Smithville Lee County Zoning District: _____

Street Address: _____

Location of Sign: Ground Mounted Building/Wall Mounted Cost: \$ _____

Type of Sign: Ground Wall Banner Flag

Characteristics (check all that apply):

Permanent Temporary Non-Illuminated Illuminated (Incandescent, Neon, LED, Other)

****If the sign is illuminated, please include the electrician's name and contact information****

Electrician (if applicable): _____ Phone number: _____

Property Owner or Lessee:

Name: _____

Complete Mailing Address: _____

Telephone #: _____ Email address: _____

Contractor:

Name: _____

Complete Mailing Address: _____

Telephone #: _____ License No.: _____

Architect or Engineer:

Name: _____

Complete Mailing Address: _____

Telephone #: _____

Scope: New Sign Face Replacement Relocate

Size: Width _____ Height _____ Height above Ground _____ Area of Sign _____

Area of Existing Signs _____ Total Area of Signs _____ Total Allowable Area _____

Message on Sign: _____

Are there any existing signs on the building or property? Yes _____ No _____ If yes, explain what will happen with these existing signs: _____

Please include a site plan, and a drawing of the proposed sign. The drawing shall show dimensions, construction specifications, and sufficient details to clearly illustrate the entire scope of work, including any required electrical work. There may be circumstances such that in order to protect the health, safety and welfare of the public, the drawing shall be required to be prepared, sealed, and signed, by an architect or engineer duly licensed by the State of Georgia. This will be determined by the Chief Building Official, on a case by case basis.

Signature of Applicant: _____ Application Date: _____

Phone #: _____ Email address: _____