



CHARLES COUNTY GOVERNMENT

Department of Planning & Growth Management

P.O. Box 2150 · La Plata, MD 20646

www.charlescounty.org

Maryland Relay Service: 7-1-1 · TDD: 1-800-735-2258

ZONING SIGN PERMIT APPLICATION

Name of Applicant:	Phone:	Date:
Mailing Address:		
E-Mail Address:		

Address of Proposed Sign:		Subdivision name:		
Zoning of property:	Property ID #:	Tax Map:	Parcel:	Lot:
Road Classification:		Gross Floor Area of building/lease space:		

Name of Property Owner:	Phone:
Address of Property Owner:	
E-Mail Address:	

<b>Type of work:</b> New sign	Replacement sign	Reface or alter sign
<b>Circle all that applies</b>		

<b>Type of Sign:</b>	Building Sign	"A" Sign	Pole Sign	Monument/Pedestal Sign
<b>Circle all that applies</b>	Temporary Real Estate Signs	Temporary Event Signs		
Lighted (Y/N)	If yes, type of lighting?		Value of sign(s): \$	
Total square footage of <b>existing</b> building signs to remain:				
Total square footage of <b>existing</b> freestanding signs to remain:				
Total square footage of <b>proposed</b> building sign(s):				
Total square footage of <b>proposed</b> freestanding sign(s):				
Number of Signs:				

**Submission Checklist**

- Three (3) copies of the site plan
- Three (3) copies of the sketch of the sign(s)
- Planning Design Review Board (PDRB) approval
- Application fee

I hereby certify that I have read the instructions and the information provided is correct to the best of my knowledge and belief.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_