

# Town of Kenly

## Sign Application

Town of Kenly Planning Department  
410 S. College Ave.  
Kenly, NC 27542  
919-588-5090

### Submission Requirements (Effective January 11, 2021)

- Zoning Approval is required for all sign permit request. Please submit a preliminary sign site plan to the Town of Kenly Planning Department prior to contacting Johnston County Building Inspections.
- Each application must also include (2) sets of site plans. Site plans should show all setbacks, sign requirements and dimensions. All plans must bear the name, signature, and address of the designer of record. A complete sign application must be included in the submittal of all sign request.

**Please contact the Town of Kenly Planning if you have any questions 919-588-5090.**

Reference Ordinance: 156.403

### Review Process

The review process generally takes 2 business days depending on the complexity of the plans. The individual listed in the contact information will be contacted with any comments.

- **Zoning Sign Approval Fee - \$100.00**

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[www.townofkenly.com](http://www.townofkenly.com)

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### Property Information

Business Name/Owner \_\_\_\_\_ Telephone \_\_\_\_\_  
Address of Sign Location \_\_\_\_\_  
Business Email/Owner Email \_\_\_\_\_  
Parcel ID # \_\_\_\_\_

### Contact Information

Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that all the information in this application is correct and all work will comply with the North Carolina Building Codes and all other applicable State and Local Laws/Ordinances and Regulations.

- Please contact the Johnston County Building and Inspections Department for permitting at [inspections@johnstonnc.com](mailto:inspections@johnstonnc.com) or 919-989-5060.
- Zoning Sign Approval Fee - \$100.00 payable to the Town of Kenly.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**RETURN THIS PAGE TO THE KENLY PLANNING DEPARTMENT**

#### For Staff Use Only:

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Staff Signature \_\_\_\_\_  
Amount Paid \_\_\_\_\_ Cash/Check/Credit \_\_\_\_\_ Date \_\_\_\_\_

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