

Sign Permit Application
Sussex County, Delaware
Sussex County Planning & Zoning Department
2 The Circle (P.O. Box 417) Georgetown, DE 19947
Phone: 302-855-7878 E-mail: pandz@sussexcountyde.gov

Sign Type: (On-Premises) Ground Wall New: Replacement:
Are any signs illuminated? Yes No Off-Premises Billboard:
Are any signs an Electronic Message Center (EMC)? Yes No

Sign Wording: _____

Sign Dimensions: _____

Number of Sign Faces: Wall Mounted: _____ Total Square Footage
Ground Mounted: _____

Tax Map #: _____ Property Zoning: _____

Physical Sign Address: _____

Property Owner Information

Owner Name: _____
Owner Address: _____
City, State, Zip: _____
Owner Phone: _____ Owner Email: _____

Is the Property Owner Information the same as the Sign Billing Information? Yes No
- If no, please continue the form

Sign Billing Information

Applicant Name: _____
Sign Billing Address: _____
City, State, Zip: _____
Phone Number: _____ Email: _____

Please attach a sketch/rendering of sign(s) with dimensions
If the billing information changes, please notify Planning & Zoning

Signature of Owner/Applicant/Attorney

_____ Date: _____



SIGN PERMIT INFORMATION

Wall signs § 115-159.5 (A) (5) (All Zoning Districts)

150 sq. feet or 15% of the total square footage of the wall area on which the signs are located, whichever is greater.

Ground signs § 115-159.5 (A) (6)

Survey required if within the following:

- Front yard setback 5 ft.
- Side yard setback 20 ft. or 25 ft. from the right-of-way of an intersection
- 100 ft. of a dwelling, church, school or public lands

§ 115-159.5 (A) (4)

- Max sign area 200 sq. feet of sign area per side

Billboards (off-premises signs) § 115-159.5 (B)

Permitted in C-1, CR-1, LI-1, LI-2 or HI-1 ZONING DISTRICTS ONLY

Special Use Exception required from the Board of Adjustment

- DeIDOT approval letter required
- No side-by-side or stacked signs permitted
- Max sign area 300 sq. ft. per side (600 sq. ft. total) under 4 lane roads
- Max sign area 600 sq. ft. per side (1200 sq. ft. total) on 4 or more lane roads

Survey required showing the following.

- 50 ft. separation distance from an on premise sign
- Front yard setback 40 ft.
- Side yard setback 50 ft.
- Rear yard setback equal to rear yard setback of Zoning District
- 150 ft. from edge property line from a dwelling, church, school or public lands

Roads which have less than 4 travel lanes (excluding turn lanes)

- Max height 25 ft.
- 600 ft. separation distance from another billboard measured as a radius

Roads which have 4 or more travel lanes (excluding turn lanes) (Rt1, Rt113, Rt13)

- Max height 35 ft.
- 600 ft. separation distance from another billboard measured linear on roads 4 lanes

NO VARIANCES

Non-conforming signs Damage by natural causes § 115-161.1 (A)

- May be replaced as it was before within 1 year of damage

Electronic Message Centers (EMC's) on premises sign § 115-161.1 (A)

Max sign area 200 sq. feet of sign area per side

- Permitted In C-1, CR-1, LI-1, LI-2, HI-1, B1, M and UB. Zoning Districts only
- NOT permitted in AR-1, AR-2, GR, MR, UR, HR-1, and HR-2 Zoning Districts unless specifically permitted as part of a conditional use.
- No continuous scrolling, flashing, live action or live streaming.

Lighting § 115-161 (B) (5B)

No illuminated sign, including Electronic Message Centers, shall have a maximum illuminance level greater than 0.3 foot candles above ambient light, as measured using a foot candle meter, or similar technology, at a pre-set distance. Pre-set distances to measure the foot candle impact vary with expected viewing distances of each sign size.