



# GUIDE TO THE SIGN ORDINANCE

DEPARTMENT OF PLANNING AND ZONING

## FREQUENTLY ASKED QUESTIONS

- 1. Can I display a political campaign yard sign?**  
Section 151.084 (G) of City Code outlines the provisions for political signage. You may post only one (1) sign per lot. Signs may be posted 30 days prior to election date and must be removed 48 hours after the close of the election. According to City Code, "in no case shall political signs or posters be placed, erected, or posted upon any public right of way, easement, tree or utility pole."
- 2. Can I post a banner on my business's property?**  
Banner applications must be reviewed and approved by Staff. Businesses are permitted to have two (2) banners per year and each may be posted for a period of thirty (30) days.
- 3. How do I advertise my business is for lease?**  
"For Lease," "For Rent" and "For Sale" signs are permitted on the business's property only. These signs do not require a permit.
- 4. I need to post a lost pet sign or a moving sale sign. What are the rules?**  
These types of signs may *not* be posted on utility poles or street signs. Off-premise signs of any kind are not permitted in the City. Therefore, you may only post a sign on your property, out of the right of way. Signs posted in prohibited areas will be collected by the Zoning Enforcement Officer.
- 5. I have a new business in the City. What are the procedures for sign review?**  
New businesses are subject to review and approval by the Architectural Review Board (ARB). A permit application, sign design rendering, site location map, landscape proposal and sample materials must be submitted to the Department of Planning and Zoning two weeks prior to the ARB meeting. A representative of the business or sign company must submit the proposal in person to the ARB with sample materials.
- 6. Where can I retrieve my sign that was picked up by the Zoning Enforcement Officer?**  
There is a \$25.00 fee associated with redeeming non-conforming signs. To retrieve your sign, please contact the Code Enforcement Division at the Department of Public Works.

The Department of Planning and Zoning for the City of Goose Creek oversees Land Use Applications for sites, rezonings, variances, residential subdivision developments, and conditional use permits. The City is experiencing significant growth and the Department is working to ensure orderly land development, economic development, and housing production. Signage is an integral element in the aesthetics of a City. It is the responsibility of the Department of Planning and Zoning to enforce compliance with the Sign Ordinance.

To obtain a Sign Permit, contact the Permitting & Business License Department or download an application from the site [www.cityofgoosecreek.com](http://www.cityofgoosecreek.com). A \$75.00 fee applies.

► Only commercial and industrial land use properties are subject to the City's Architectural Review Board (ARB). Businesses wishing to erect new signage or make modifications to existing signs must apply for a permit and present a proposal to the ARB. To obtain a current schedule of ARB meeting dates and times, please contact the Department of Planning and Zoning. (See contact info below.)

## ZONING ORDINANCE

The Department of Planning and Zoning abides by the City's Zoning Ordinance adopted November 14, 1978 as amended. Section 151.084 of the City Code establishes regulations for all signs displayed within City limits.

"It is the City's intent to reduce the proliferation of signs, reduce distractions and obstructions to motor vehicle operators and pedestrians that might lead to accidents or traffic congestion, enhance and preserve the natural scenic beauty or aesthetic features of highways, streets, and adjacent areas and beautify the community by removing obstructions to light, air, and open space."

—City Code, Section 151.084

To download a complete copy of the Zoning Ordinance visit: [www.cityofgoosecreek.com](http://www.cityofgoosecreek.com)

## ADMINISTRATION & ENFORCEMENT

In association with the Department of Planning, the Code Enforcement Division (at DPW) is responsible for enforcing the sign ordinance. The Division actively collects non-conforming signs throughout the City on a daily basis. If a resident notes a non-conforming sign, s/he may report the sign to the Dept. of Planning or directly to the Code Enforcement Offices at DPW.

## FOR MORE INFORMATION

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Code Enforcement (Department of Public Works): 824-2200