



## **Community Appearance Board Site Lighting Review Application**

In order for a final review submission to be accepted by Construction Services, the following items **MUST** be included with the submission:

1. Completion of Exterior Lighting Permit Application.
2. Site plans, drawn to scale indicating specific locations, proposed number and height of luminaries.
3. Photometric Plan showing projected lighting patterns and intensity measured in foot-candles.
4. Individual fixture cut-sheets indicating style, wattage and type of luminaire.

***I certify that this application is complete and presented as herein required.  
I further understand that an incomplete submission may result in the delay  
of the project review by the Community Appearance Board.***

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*(applicant)*

**If you have any additional questions, please contact Audie Smith at  
843-918-1181 or email: [asmith@cityofmyrtlebeach.com](mailto:asmith@cityofmyrtlebeach.com).**



## CITY OF MYRTLE BEACH CONSTRUCTION SERVICES EXTERIOR LIGHTING PERMIT APPLICATION

Job Site/Physical Address		TMS# (Must be completed by applicant)	
Building Use: <input type="checkbox"/> Residential (L1) <input type="checkbox"/> Commercial (L2)		Lighting District	Zoning District
Owner of Property	Mailing Address		Phone
Lessee/Business Name	Mailing Address		Phone
Contractor	Mailing Address		Phone
<b>Work Classification:</b> <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Relocate			
Description of Work:			
Total Valuation		Plan Review Fee	Permit Fee
Date Received	CAB/BZA Approval Date	Date Issued	Permit #
No of Luminaries	Total Watts	Height of Luminaire	
No Blg Mounted Lights	No Pole Mounted Lights	No Ground Mounted Lights	
<b>NOTICE – PLEASE READ AND SIGN BELOW</b>			
<p>In order for a final review submission to be accepted by Construction Services, the following items <b>MUST</b> be included with the submission (please check):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Completion of Exterior Lighting Permit Application.</li> <li><input type="checkbox"/> Site plans, drawn to scale indicating specific locations, proposed number and height of luminaries.</li> <li><input type="checkbox"/> Photometric Plan showing projected lighting patterns and intensity measured in foot-candles.</li> <li><input type="checkbox"/> Individual fixture cut-sheets indicating style, wattage and type of luminaire.</li> </ul> <p><i>I understand that an incomplete submission may result in the delay of the project review by the Community Appearance Board.</i></p> <p><i>I am aware of the provisions of the lighting and glare ordinance and that all work must comply with the provisions of the ordinance.</i></p> <p><i>I hereby certify that I have read and examined, or have had read to me, this application and understand this application to be true and correct. Compliance with all provisions of laws and ordinances governing this type of work shall be assured whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel the provision of any federal, state or local laws regulating construction, or the performance of construction.</i></p>			
Signature of Owner or Authorized Agent		Printed Name	Phone      Fax
Company		Email Address	

*This permit becomes null and void if work or construction which is authorized is not commenced within six months of its issuance, or if work or construction is suspended or abandoned for a period of 6 consecutive months at any time after it is commenced. This permit does not grant any right or privilege to erect any structure or to use any premises herein described for any purpose or in any manner prohibited by the Zoning Ordinance of the City of Myrtle Beach.*



**COMMUNITY APPEARANCE BOARD (CAB)  
2018 SUBMITTAL & MEETING SCHEDULE**

**CAB IS HELD AT 1:30 PM ON THE FIRST AND THIRD THURSDAY OF EACH MONTH IN THE CONFERENCE ROOM AT THE CITY SERVICES BUILDING, 921 NORTH OAK STREET, MYRTLE BEACH, SC 29577.**

**SUBMITTALS MUST BE COMPLETE AND RECEIVED BY 3:00 PM ON THE DEADLINE DATE. REVISIONS TO PLANS, RENDERINGS, SAMPLES, USB DRIVES, MUST BE RECEIVED BY 4:00 PM ON THE MONDAY PRIOR TO THE CAB MEETING DATE.**

<b>SUBMITTAL DEADLINE</b> <b>Monday, 3:00 P.M.</b> <i>unless otherwise noted</i>	<b>REVISION DEADLINE</b> <b>Monday prior to CAB,</b> <b>4:00 P.M.</b> <i>unless otherwise noted</i>	<b>STAFF REVIEW</b> <b>Tuesday, 10:00 A.M.</b> <i>unless otherwise noted</i>	<b>MEETING DATE</b> <b>Thursday at 1:30 P.M.</b> <i>unless otherwise noted</i>
DECEMBER 22, 2017 *Friday	JANUARY 2 *Tuesday	JANUARY 2	<b>JANUARY 4</b>
JANUARY 8	JANUARY 16 *Tuesday	JANUARY 16	<b>JANUARY 18</b>
JANUARY 22	JANUARY 29	JANUARY 30	<b>FEBRUARY 1</b>
FEBRUARY 5	FEBRUARY 12	FEBRUARY 13	<b>FEBRUARY 15</b>
FEBRUARY 19	FEBRUARY 26	FEBRUARY 27	<b>MARCH 1</b>
MARCH 5	MARCH 12	MARCH 13	<b>MARCH 15</b>
MARCH 26	APRIL 2	APRIL 3	<b>APRIL 5</b>
APRIL 9	APRIL 16	APRIL 17	<b>APRIL 19</b>
APRIL 23	APRIL 30	MAY 1	<b>MAY 3</b>
MAY 7	MAY 14	MAY 15	<b>MAY 17</b>
MAY 28	JUNE 4	JUNE 5	<b>JUNE 7</b>
JUNE 11	JUNE 18	JUNE 19	<b>JUNE 21</b>
JULY 9	JULY 16	JULY 17	<b>JULY 19</b>
JULY 23	JULY 30	JULY 31	<b>AUGUST 2</b>
AUGUST 6	AUGUST 13	AUGUST 14	<b>AUGUST 16</b>
AUGUST 27	SEPTEMBER 4 *Tuesday	SEPTEMBER 4	<b>SEPTEMBER 6</b>
SEPTEMBER 10	SEPTEMBER 17	SEPTEMBER 18	<b>SEPTEMBER 20</b>
SEPTEMBER 24	OCTOBER 1	OCTOBER 2	<b>OCTOBER 4</b>
OCTOBER 8	OCTOBER 15	OCTOBER 16	<b>OCTOBER 18</b>
OCTOBER 22	OCTOBER 29	OCTOBER 30	<b>NOVEMBER 1</b>
NOVEMBER 5	NOVEMBER 13 *Tuesday	NOVEMBER 13	<b>NOVEMBER 15</b>
NOVEMBER 26	DECEMBER 3	DECEMBER 4	<b>DECEMBER 6</b>

**IN GENERAL:**

- Meeting times are subject to change. Community Appearance Board meeting information and agendas are available by visiting the Construction Services Department at 921 North Oak Street (City Services Building) or via the Internet at [www.cityofmyrtlebeach.com](http://www.cityofmyrtlebeach.com).
- Dates have been adjusted in accordance with the **City of Myrtle Beach Holiday Schedule**.