



Sign Permit Application Temporary Signs

1100 37th Street
Evans, CO 80620

Fax: (970) 330-3472
Phone: (970) 475-1118
Utility Locates: 811

Applicant Contact Information:

Name Phone

Address City/State/Zip

Property Address: _____

Lot: _____ Block: _____ Subdivision: _____

Temporary Signs: See Chapter 19.45 for definitions and restrictions.

Indicate number proposed below:

- _____ Community event sign(s)
- _____ Display item(s)
- _____ Grand opening event sign(s)
- _____ Inflatable sign(s)
- _____ Portable sign(s)

Attach two color copies of drawings of proposed signs, including all dimensions and total area, along with photo, map, elevation, or diagram showing proposed location(s).

Office Use Only:

Approved: _____ Denied: _____
Name & Date Reason for denial

Permit Fee (for permanent signs): _____

Date Paid: _____ Receipt No.: _____ Building Permit No.: _____

- A. Community event sign.
 - 1. Type. Community event signs shall be planar in type.
 - 2. Size. Each community event sign shall be no more than 20 square feet per sign face side.
 - 3. Quantity. Up to three community event signs are allowed on a property at any given time, with up to four events per calendar year per business.
 - 4. Location. Community event signs shall not be located in any sight distance triangle. Community event signs may be allowed off-site and/or within a right-of-way, with prior written approval from the subject property owner where the sign will be placed, if applicable, and the City.
 - 5. Duration. Community event signs shall not be erected more than 30 days prior to the subject event and shall be removed within seven days following the subject event.

- B. Display items.
 - 1. Type. Display items may be planar or nonplanar.
 - 2. Size. The linear frontage of the display item shall not exceed 10 percent of the primary street frontage. In the case of a multi-tenant building or center, the linear frontage of all display items for all businesses shall not exceed 20 percent of the primary street frontage, with each business having its proportionate share of linear display item frontage based on each business's primary building frontage.
 - 3. Quantity. One on-site display item, as defined herein, per business is allowed.
 - 4. Location. No display item shall be located in any right-of-way or in any sight distance triangle or within required landscape areas. Typically, display items are placed in parking areas unless a display area is provided.
 - 5. Duration. Display items shall not be displayed in areas not intended for their long term-storage, such as parking areas, except during hours the subject business is open.

- C. Grand opening event signs.
 - 1. Type. Grand opening event signs shall be planar in type, with the exception of pennants which are linear in type.
 - 2. Size. The maximum size of the sign shall be 20 square feet per sign face. The maximum length of all pennants shall be 300 feet.
 - 3. Quantity. One sign and up to three strings of pennants per grand opening is allowed.
 - 4. Location. The sign and pennants shall be located on-site. The sign shall be attached to a permanent structure; the pennants shall be attached to a permanent structure or fence.
 - 5. Duration. The sign and pennants shall not be displayed for more than a total of 45 consecutive days.

- D. Inflatable signs.
 - 1. Size. The total area of an inflatable sign, as measured in accordance with this chapter, shall not exceed 300 square feet, 30 feet in height or 10 feet in width. For a group of balloons or similar grouped items, the height and width of all items together shall constitute the area. The maximum length of a tether or line shall be 50 linear feet. Inflatable signs shall be securely tethered.
 - 2. Quantity. One per business is allowed. A group of balloons shall count as one inflatable sign.
 - 3. Location. Inflatable signs are not permitted in any R (Residential) or RC (Residential-Commercial) zoning districts, except in accordance with this chapter. In no case shall an inflatable sign be permitted in any right-of-way or sight distance triangle or within required landscape areas.
 - 4. Duration. No business shall display inflatable signs more than 30 days per calendar year.

- E. Portable signs.
 - 1. Type. Portable signs shall be planar in type.
 - 2. Size. The maximum size of each portable sign shall not exceed six square feet per sign face and the maximum height shall not exceed three feet.
 - 3. Location. Portable signs shall only be placed on private parking areas and not within any sight distance triangle.
 - 4. Duration. No business shall display portable signs more than 30 days per calendar year.