

## **Sec. 16-19-90. - Dimensional sign standards.**

Commercial signs located on Sheridan Boulevard or on West 20th Avenue between Sheridan Boulevard and Ingalls Street may include and shall be limited to:

### **Type of Sign**

Temporary signs

### **Maximum Number of Signs**

Banner: 1 per street frontage per establishment

### **Maximum Area (sq. ft.)**

32

### **Maximum Height**

May not extend above height of wall to which it is affixed.

### **Comments**

Banner signs may not exceed  $\frac{1}{4}$  the length of the individual store frontage to which they are affixed. The banner shall be securely attached to the wall of the establishment, freestanding sign, or light poles on private property. Shall not be displayed on a vehicle, temporary pole or structure.



Wall mounted temporary banner



Temporary banner pole mount.





Feather banner



## TEMPORARY SIGN/ BANNER PERMIT APPLICATION CHECKLIST

This checklist is to help applicants navigate the necessary steps needed to easily complete an application for a temporary sign or banner.

Applications for temporary signs or banner permits can be accessed through our online portal Community Core located on the City of Edgewater's website either on the Code Enforcement page or Permit technician webpage. When complete, the application will be processed, in most cases, within 72 hours barring weekends and or holidays, at which point it will be the next business day. This time frame is contingent upon all requirements being met. The application must contain the following:

- The location and or job address by street number of the proposed sign structure.
  
- Names, phone numbers, email addresses, and physical addresses of the business, property owner, sign contractor and contractor including contractor registration and erectors.
  
- Legible site plan which must include the specific location of the sign, type of sign including size/ dimensions, color scheme, and materials. If a banner is being applied for, the size and content are required. Screen shots or photos submitted in lieu of the site plan will not be accepted.
  
- Sign permit fees are as follows: Two (2) per year at fifty dollars (\$50) each and will expire six (6) months from date of issuance.
  
- An approved temporary sign permit shall be valid for forty-five (45) days from date of approval, excepting temporary portable sign permits which permits may be valid for any length of time.

- One (1) location may display no more than one (1) temporary sign at any time and may be granted a maximum of two (2) temporary sign permits per calendar year.
  
- Commercial signs located on Sheridan Boulevard or on West 20<sup>th</sup> Avenue between Sheridan Boulevard and Ingalls Street may include and shall be limited to thirty-two (32) square feet in size. Notwithstanding any other provisions of this article, the total area of a temporary sign shall not exceed eighteen (18) square feet.

Please adhere to the requirements on this list to ensure the quickest processing of your application.

If you have any questions regarding the process or requirements needed, please contact:

Joseph Rodello

Neighborhood Compliance Coordinator

720-763-3057

[jrodello@edgewaterco.com](mailto:jrodello@edgewaterco.com)

1800 Harlan Street

Edgewater, Co. 80214



## **Temporary sign/ banner permit application information sheet**

This information sheet is available to applicants wishing to install a temporary sign or banner upon any property within the city of Edgewater. It is meant to be used as a template to expedite the application process and to provide guidelines for applicants. Please follow this list as closely as possible and include all required information to ensure the quickest processing of your application.

- a. The location by street number of the proposed sign structure.
- b. Names and addresses of the owner, sign contractor and erectors.
- c. Legible site plan which includes the specific location of the sign.
- d. Sign permit fee as established by the current Fee Schedule; 2 per year at \$50 dollars each and will expire 6 months from date of issuance. An approved temporary sign permit shall be valid for forty-five (45) days from the date of approval.

### **Sec. 16-19-30. - Temporary sign permits, administration, and standards.**

1. Application. To ensure compliance with the regulations of this Article, a temporary sign permit shall be required to erect, move, alter, reconstruct, or repair any temporary sign.
2. An approved temporary sign permit shall be valid for forty-five (45) days from the date of approval.
3. One (1) location may display no more than one (1) temporary sign at any time and may be granted a maximum of two (2) temporary sign permits per calendar year at \$50 dollars each. For purposes of this Paragraph, *location* means the area in which a business is authorized to be conducted, as set forth in the approved City business license for such business, or the total lot area of a lot used for residential purposes.
4. Commercial signs located on Sheridan Boulevard or on West 20th Avenue between Sheridan Boulevard and Ingalls Street may include and shall be limited to 32 square feet.
5. Notwithstanding any other provision of this Article, the total area of a temporary sign shall not exceed eighteen (18) square feet.

## **Sec. 16-19-80. - Sign types and standards.**

Temporary signs. Temporary signs are intended to be displayed for a limited period. Temporary signs are subject to the requirements of [Section 16-19-30](#), in addition to this subsection.

Banners, feather banners, inflatables, yard signs or other similar devices. Banner signs may not exceed one-quarter ( $\frac{1}{4}$ ) the length of the individual store frontage to which they are affixed and may not extend above height of wall to which it is affixed, doors or windows. Signs shall be constructed of cloth, canvas, or plastic.

Please click on this link to see the entire temporary sign and banner explanation in the Edgewater Municipal Code.

[https://library.municode.com/edgewater/codes/municipal\\_code?nodeId=EDMUCO-CH16ZOART19SI](https://library.municode.com/edgewater/codes/municipal_code?nodeId=EDMUCO-CH16ZOART19SI)



**TEMPORARY SIGN PERMIT APPLICATION**

<b>Edgewater Municipal Code Section 16-19-160(f): Temporary signs and banners may be constructed of cloth, canvas, plastic, fabric, or other light materials, with or without frames, which are not permanently fixed to the building or other supporting structure. See examples on the following pages.</b>			
<b>Job Address</b>			
<b>Business Name</b>		<b>Business Address</b>	
<b>Property Owner</b>	<b>Contact Phone Number(s):</b>	<b>Email:</b>	
<b>Mailing Address:</b>			
<b>Contractor:</b>	<b>Contact Person</b>	<b>Contractor Registration #</b>	
<b>Contractor Mailing Address, Zip</b>			
<b>Type of Sign</b>		<b>Proposed Location (Please provide photo of proposed location on building)</b>	
<b>Sign size/ Dimensions</b>		<b>Banner Size</b>	<b>Banner Content</b>
<b>Color Scheme</b>	<b>Materials</b>	<b>Height above ground</b>	<b>Store Front Length</b>
<b>Description and size of other signs on property (if any)</b>			
<b>Fee Paid:</b>	<b>Temporary Sign Permit Issued on:</b>	<b>Expiration:</b>	
<p>I, the undersigned, authorize the City of Edgewater to proceed with this Application under the requirements set forth by the applicable City Code(s), as they may be Amended. I understand and accept that the accuracy of the information contained within this application is the sole responsibility of me, and any information found to be inaccurate by the City of Edgewater of this application may cause this application to be delayed. I also understand and accept that only complete applications will be processed. Incomplete applications will be returned to me to fulfill the requirements for my respective application. In filing this application, I am acting with the knowledge and consent of the property owner(s).</p>			

\_\_\_\_\_  
Contractor or Authorized Agent

\_\_\_\_\_  
Date