



# SIGN PERMIT APPLICATION

City of Greeley Community Development Department  
 City Hall Annex - United Plaza Building  
 1100 10<sup>th</sup> Street, Greeley, Colorado 80631

Building Inspection (970) 350-9830  
 Planning Division (970) 350-9780  
 Fax (970) 350-9800

**Submittal Requirements**

- Application Form
- Dimensional Detail of Sign(s)
- Site Plan (Demonstrating Location, Distance to Center Line of Street, Building Dimensions)
- Building Elevations
- Application Fee
- Electrical Plan (Illuminated Signs Only)
- Footing Plan (Free Standing Signs Only)

Address of Sign(s): \_\_\_\_\_  
 Name of Establishment: \_\_\_\_\_  
 Tenant Phone Number: \_\_\_\_\_  
 Name of Shopping Center, Subdivision, Business Park etc.: \_\_\_\_\_  
 Property Owner Name: \_\_\_\_\_  
 Property Owner Address: \_\_\_\_\_  
 Property Owner Phone Number: \_\_\_\_\_  
 Property Owner, Tenant or Licensed Sign Contractor Signature:\* \_\_\_\_\_ (\*affidavit of notice to the property owner, if submitted by the tenant or contractor)  
 Sign Installer:\* \_\_\_\_\_ (\*sign must be installed by a licensed sign contractor)  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

Subcontractor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

Zone District: \_\_\_\_\_

Valuation of Work \$ \_\_\_\_\_

Building Permit Required      Yes    No  
 Electrical Permit Required    Yes    No

<b>Building Inspection Office Use Only</b> Date & Time Submitted _____ Permit # _____ Permit Fee \$ _____ Invoice # _____
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**Please Complete Work Sheet(s) on Back of Application Before Filling Out the Table Below.**

Sign Type	Sq.Ft. Allowed for Sign Type	Sq.Ft. of Proposed Sign	Any Existing Signage to Remain	Balance of Remaining Sq.Ft.	Height Allowed	Height Proposed
1.						
2.						
3.						
4.						

Planning Division Approval \_\_\_\_\_ Date \_\_\_\_\_  
 Planning Division Inspection Required    Yes    No

