



Planning Development  
**Building Division** 645 Holbrook Street, Erie, Colorado 80516  
 General information: (303)926-2780  
 Email: bldgfx@erieco.gov

Date Received		SIGN PERMIT APPLICATION		Permit Number			
Address of Proposed Construction (including suite / unit number)		Subdivision		Lot	Block		
Property Owner				Owner Phone #			
Owner's Address (if different from above)				City, State, Zip			
Contractor		Contractor Phone #		Contractor License #			
Contractor Address				City, State, Zip			
Job Contact Name		Contact Office Phone #		Contact Mobile Phone #			
Job Contact E-Mail Address		Job Contact Title					
<b>Project Valuation</b> (including materials, labor, overhead and profit; replacement cost)							
Trade	Valuation	Name of Subcontractor					
<b>General:</b>	\$						
<b>Electrical:</b>	\$						
<b>TOTAL:</b>	\$						
<b>Indicate number of each sign type:</b>							
Ground Level Directional		Freestanding Sign		Wall Sign		Monument Sign	
No. of signs:		No. of signs:		No. of signs:		No. of signs:	
Lighted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Lighted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Lighted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Lighted? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Sign Area #1:	sf	Sign Area #1:	sf	Sign Area #1:	sf	Sign Area #1:	sf
Sign Area #2:	sf	Sign Area #2:	sf	Sign Area #2:	sf	Sign Area #2:	sf
Sign Area #3:	sf	Sign Area #3:	sf	Sign Area #3:	sf	Sign Area #3:	sf
For ground level freestanding, and monument signs, indicate the actual distance to property lines:							
Front setback:		Left side setback:		Right side setback:		Rear Setback:	
No. of tenants in this bldg:		This tenant bldg frontage:		sf	Total Sign Area:		sf
Description:							
Note: Planning Division approval is required.							
<b>***Attach a site plan showing sign location, distances to property line(s), street location, sight triangle designation and frontage of tenant space on building. Provide a plan of the sign including dimensions of the sign, height above the ground, text, pictures and symbols, sign materials, type of lighting if applicable, and method of mounting. Free standing signs may require an engineered foundation.***</b> <b>Signs shall comply with the approved site development plan and the sign code.</b>							
I certify this application is true and correct and agree to perform the work described according to plans/ specifications submitted, reviewed and approved, and comply with local ordinances, state and federal laws, as well as building codes. I certify that I have the property owner's authority and permission to apply for this permit. Additionally, I UNDERSTAND THAT I AM RESPONSIBLE FOR ANY FEES OR EXPENSES INCURRED FOR PLAN REVIEW, PERMITS, INSPECTIONS, AND OTHER FEES ASSOCIATED WITH THIS APPLICATION.							
Signature:			Print Name Legibly:			Date:	
↓↓↓ Office Use Only ↓↓↓							
Building Div. Approval:			Date:			Total Fees:	
Planning Div. Approval:			Date:				