



No. \_\_\_\_\_

SIGN PERMIT APPLICATION

NOTE: This application shall not be altered by an applicant except that additional sheets may be attached where there is insufficient space provided to complete the required information. Additional supporting material may accompany the application at the applicants discretion. No section of the application can be waived without written justification, and such justification is deemed sufficient to warrant a waiver by the Department of Public Works.

PLEASE TYPE OR PRINT NEATLY

APPLICANT'S NAME: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE:(\_\_\_\_)\_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

STATUS OF APPLICANT: \_\_\_\_\_  
(Owner, renter, potential owner, etc.)

OWNER (If not applicant): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE:(\_\_\_\_)\_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

NOTE: If the property owner(s) is (are) not the applicant(s), the application needs to be signed by the owner(s).

LOCATION OF SIGN(S) \_\_\_\_\_  
(Address)

TOTAL VALUE \_\_\_\_\_ MATERIAL COST \_\_\_\_\_

PERMIT FEE \_\_\_\_\_ + USE TAX \_\_\_\_\_ = PERMIT TOTAL \_\_\_\_\_

	SIGN #1	SIGN #2	SIGN #3	SIGN #4
TYPE OF SIGN: (flat wall, freestanding, marquee, portable, projecting wall, awning, banner, under canopy)	_____	_____	_____	_____
SIGN FACE WIDTH:(ft.)	_____	_____	_____	_____

SIGN FACE HEIGHT:(ft.) \_\_\_\_\_

CITY OF STERLING, CENTENNIAL SQUARE, 421 N. 4TH STREET, P.O. BOX 4000, STERLING, CO 80751-0400  
PHONE (970) 522-9700

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	SIGN #1	SIGN #2	SIGN #3	SIGN #4
SIDE SETBACK:(ft.)	_____	_____	_____	_____
REAR SETBACK:(ft.)	_____	_____	_____	_____
FRONT SETBACK:(ft.)	_____	_____	_____	_____
HEIGHT OF SIGN:(ft.)	_____	_____	_____	_____
SIGN CLEARANCE:(ft.)	_____	_____	_____	_____
ILLUMINATED:(Yes/No)	_____	_____	_____	_____

CONTRACTOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

STATE ELECTRICAL PERMIT #: \_\_\_\_\_ ISSUED: \_\_\_\_/\_\_\_\_/\_\_\_\_

ATTACH A DIMENSIONED DRAWING OF THE SIGN FACE.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

PROPERTY OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

FOR DEPARTMENT USE ONLY

APPLICATION FEE: PAID: \_\_\_\_/\_\_\_\_/\_\_\_\_ FEE RECEIPT #: \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

ISSUED PERMIT #: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

PLEASE ATTACH A PLOT PLAN SHOWING ALL PROPERTY LINES, SIDEWALKS, STREETS, ALLEYS, EASEMENTS, AND IMPROVEMENTS. ALSO, SKETCH AND LABEL ALL PROPOSED SIGNS.