



City of Cortez
City Hall
123 Roger Smith Ave.
Cortez, CO 81321

CITY OF CORTEZ
SIGN PERMIT APPLICATION

Please fill out this application completely and provide sketches and/or photographs as indicated. The application will be reviewed by the City's Zoning/Building Inspector. Upon satisfactory completion of this application, additional review as necessary, and payment of the permit fee as outlined in the currently-adopted fee schedule, a sign permit will be issued.

APPLICANT: _____ Property Owner: _____

Address: _____ Address: _____

Phone/Fax: _____ Phone/Fax: _____

Address of proposed sign: _____

Purpose of proposed sign: ID___ Location___ Temporary___ Sale___ Real Estate___

Other _____

1. Will the proposed sign be: Freestanding _____ Wall-mounted _____ Roof mounted _____
 Wall-painted _____ Projecting _____ or Other (specify) _____
2. What are the dimensions of the proposed sign? _____ x _____
3. What is the area of the proposed sign? _____
4. What is the frontage of the property along a public street? _____ ft.
5. What is the value of the proposed signing? \$ _____
6. Will the proposed sign be permanent _____ or temporary? _____?
7. Will the proposed sign be one-faced _____ two-faced _____ or multi-faced _____?
8. How will the proposed sign be mounted or affixed? _____
9. How high above the ground is the top of the proposed sign? _____ ft.
10. What is the sign made of? Frame: _____ Face: _____
11. How will the sign be illuminated? no illumination _____ indirect illumination _____
 internal illumination _____ individual letter illumination _____
12. How many signs already exist on the property? _____
13. What are the dimensions of each existing sign? _____
14. What is the total area (sq.ft.) of all existing signs? _____

YOUR APPLICATION CANNOT BE PROCESSED WITHOUT THE FOLLOWING INFORMATION

- A drawing of the proposed sign or signing must be submitted which indicates height, overall dimension, colors, materials, proposed copy, illumination specifications and method of mounting the sign(s). Photographs with a written description covering these items may be used.
- An outline of the building facade and a site plan must be submitted indicating dimensions of the facade and the site, and location, height and overall dimensions of all existing and proposed signs on the building and on the site.

The undersigned hereby requests the Zoning Administrator to proceed with processing this application under the requirements of the City of Cortez Land Use Code.

Applicant: _____ Date: _____

TELEPHONE: 970-565-3402

www.cityofcortez.com