



**TEMPORARY A-FRAME SIGN
REVOCABLE PERMIT APPLICATION**

Applicant/Tenant: _____ Telephone _____

Address: _____ E-mail _____

Property Owner: _____ Telephone _____

Address: _____ E-mail _____

Specific Location of A-Frame Sign (business address and physical location):

Date use to begin: _____

\$

Number of A-Frame Signs (\$10.00 each)

TOTAL

Applicant/Tenant and Property Owner Authorization:

I (we) understand that if this Revocable Permit is granted by the Mayor or their designee, I (we) will be required to comply with all provisions in accordance with the Use and Occupancy of Public Property in the Code of the City of Colorado Springs, 2001 as amended, including evidence of current liability insurance in the name of the licensee with the City of Colorado Springs also named as an insured, if applicable. I (we) agree to be responsible for any and all damages to property or injury to persons arising out of the exercise of the permit or the construction, installation or maintenance of any device or structure. I (we) agree to indemnify and save harmless the City, its Enterprises and all its officers, agents and employees from all suits, action or claims of any type brought for or on account of any injuries or damages received or sustained by any person or property related to the exercise of the permit, any act or omission of the permittee, the permittee's agents or employees, or the failure of the permittee to maintain the structure or device or to provide necessary safety devices. I (we) agree to defend against any suit, action, or claim and pay any judgement with costs, which may be obtained against the City, its Enterprises, its officers, employees or agents growing out of the injury or damage. I (we) agree to maintain the permitted facilities throughout their operation and to provide location information of the permitted facilities as may be needed for future improvements.

Name of Property Owner (PLEASE PRINT)

Name of Applicant/Tenant (PLEASE PRINT)

Signature of Property Owner

Date

Signature of Applicant/Tenant

Date

SUBMITTAL REQUIREMENTS:

This application should be submitted to the Land Use Review Division located at 30 South Nevada Avenue, Suite 105, Colorado Springs, CO 80903. An application must be completed in full prior to the issuance of the requested permit.

ACKNOWLEDGMENT:

The applicant hereby agrees to comply with the following standards:

- One sign per business
- The sign must be immediately adjacent to the business for which it advertises
- The sign shall be no taller than 48", no shorter than 24", and no wider than 30"
- Signs shall only be displayed during business hours
- Although they are not to be attached to the sidewalk or other infrastructure, they must be weighted down to prevent them from being blown over or otherwise easily dislodged
- No signs shall be permitted that:
 - Interrupt the normal flow of vehicular or pedestrian traffic;
 - Interfere with the public's normal use of the public property upon which the structure, device or use is permitted, such as the overhang of diagonally parked automobiles or the door-opening radius of parallel parked automobiles;
 - Interfere with any other device or structure lawfully existing thereon, such as parking meters, water meters, curb cuts, bus stops, or subsurface infrastructure such utility lines or communication cables.
 - Interfere with sight visibility lines necessary for safe vehicular and pedestrian travel.
 - Create unsafe conditions to vehicles or pedestrians using the public right-of-way.
- Signs shall not obstruct the "pedestrian zone" - they may be placed either directly abutting the building or closer to the curb in the "amenity zone" retaining the ability to meet ADA access requirements
- Signage shall be well maintained, kept free of rust, damage, rips, tears, frayed edges, peeling paint, and similar deterioration.
- Whenever possible, A-frame signs should be placed on private property
- The sign may not be located more than 10 feet from the pedestrian entryway.

FORMAL REVIEW TIME PERIOD:

The administration review procedure will take approximately **one to two days** to complete.

FINAL DISPOSTION:

APPROVAL:

After completion of the Revocable Permit review, the reviewing planning staff member will return one (1) copy of the approved revocable permit and associated site plan to the applicant.

DENIAL:

If this application is denied, the planning staff member will provide written notification to the applicant that will clearly specify all of the reasons for denial.

APPEALS:

The Administration decision of the planning staff member to approve or deny an application for a Revocable Permit may be appealed to the City Council within ten (10) days from the date of the administration decision. The appeal must be in writing and specify briefly the grounds for the appeal. If a perfected appeal is filed within this ten (10) day period, the administrative decision to approve or deny will be suspended until the appeal process is finalized.

OFFICIAL CITY USE ONLY:

Fee Receipt # _____ Date of Application Accepted _____

Approved by: _____ Date Permit Issued: _____

Conditions of Approval: _____
