



APPLICATION FOR A TEMPORARY SIGN PERMIT

REVISED 2015

(Please print clearly)

Applicant Information		Location Information	
Name of applicant:		Name of business where sign will be located:	
Street address of applicant:		Street address where sign will be located:	
City / State / Zip:	Telephone number:	City / State / Zip Code:	Telephone number of business:

Sign Information (Mark all appropriate responses)

Temporary Business Sign (choose "one" below) Regulation: 30 day display period - three permits per year - 30 day non-display period between permits.

Flexible Banner Sign Regulation: Max. 50 s.f. and 6 ft. height. Freestanding banner signs are prohibited at a business location.

Stake Sign Regulation: Max. 16 s.f. and 6 ft. height.

A-Frame Sign Regulation: Max. 8 s.f. and 4 ft. height when located on a sidewalk - Max. 24 s.f. and 6 ft. height when located in a yard area.

Development Sign Regulation: Permitted for three years or till 90% of lots sold, whichever is less.

Vertical Pole Regulation: Vertical banners may be erected on utility and other designated poles within the public right-of-way subject to the following restrictions:
Banners on Hwy.26

a. Vertical banners may only be erected by a non-profit organization for the purpose of advertising a function or event to which the general public is invited.

b. Vertical banner wording is limited to event names and dates. Any commercial message is limited to 25% of sign area.

c. Max. 35 square feet in area, no closer than ten feet (10') to the ground, and maximum height of thirty-five feet (35') from the ground.

d. Maximum 21 day permit period.

Date of event: _____ Name of sponsoring agency: _____

Search light Regulation: Seven days maximum.

Model Home Sign Regulation: Model Home signs shall be allowed for eighteen (18) months or until unit is sold, which ever is sooner.

I hereby certify that the foregoing information is correct to the best of my knowledge and that said work will be performed in accordance with the information contained herein and in compliance with the applicable building codes and ordinances adopted by the City of Colleyville.

Date: _____

Your name: (Please print) _____ Signature: _____

Office Use Only		Fees
Permit Number:	Expiration Date:	Permit Fee: _____
Reviewed By:	Notes:	Contr.Reg. _____
		Total Fee _____