

# Grand Opening

CONTACT THE  
CURRENT PLANNING  
OFFICE!

*We'll guide you  
through the process!*

410 E. 5TH ST.

## COMMERCIAL TEMPORARY SIGNS

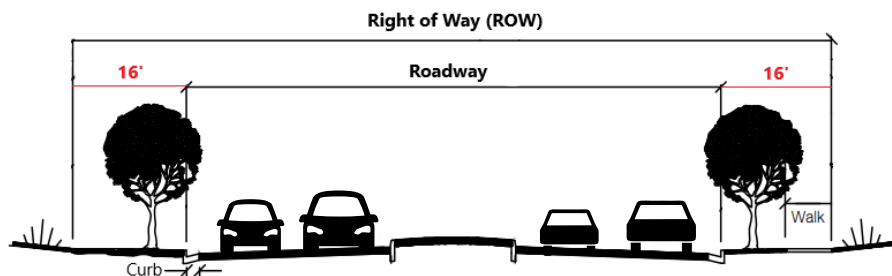
Whether it is a grand opening, special event, or a sale, many businesses will want to advertise with a temporary sign. It is important to know temporary sign regulations to better understand the type of signs allowed, if a permit is required, where to post signs, and for how long.

### TEMPORARY SIGNS OVERVIEW

- Temporary signs are **not a substitute** for permanent signage
- Permitted temporary signs may be posted for a total of **60 days in a calendar year**
- All temporary signs must be kept **neatly finished and repaired**, including all parts and supports
- Temporary signs **must not** be secured to trees or shrubs
- Signs **must not obstruct** or overhang sidewalks or walking paths
- Temporary signs must be **located on private property** and are not permitted in the right of way (see image below)

### RIGHT OF WAY (ROW)

Signs must be located on private property and not in the right of way. Private property often begins at the back of the sidewalk. When there are no sidewalks, private property typically begins **16ft** from the curb. Areas outside of your property boundaries, including the sidewalk, tree lawn and street, are designated as right of way.



### TEMPORARY SIGNS THAT DO NOT REQUIRE A PERMIT

#### Small Flying banners/feather flags

- Cannot exceed a height of 10 feet and 25 square feet in sign face area
- Up to 4 flying banners are allowed per frontage

#### A-frame or T-frame portable signs:

- Cannot exceed a height of four feet and six square feet in sign face area
- Must be located within 10 feet of the public entrance to the business
- Cannot be placed in a public right-of-way (except in the DT zone)
- Can only be displayed during regular operating hours of the business
- May not be located in parking areas, public roadways, landscape planters, or landscape beds
- Must be constructed of materials that are of a rigid and durable nature that is not subject to fading or damage from weather and maintained in good condition
- Cannot have electrical moving parts

#### Balloons

- Provided that no balloon has a horizontal or vertical dimension greater than two feet

# COMMERCIAL TEMPORARY SIGNS

## **TEMPORARY SIGNS THAT REQUIRE A PERMIT**

### **Banners**

- A banner or banners must not cumulatively exceed one-hundred square feet in total sign area
- Banners must be attached to an exterior building wall. All portions of such banner(s) shall be in contact with the building wall, and shall not flap or extend beyond the wall

### **Balloons (individual or clustered) that exceed 2 feet either vertically or horizontally**

- Balloons cannot be larger in dimension than 10 feet in any direction, inclusive of a base
- Balloon tethers must not exceed 15 feet in length
- Balloons must be secured to a stable object

### **Pennants or valences**

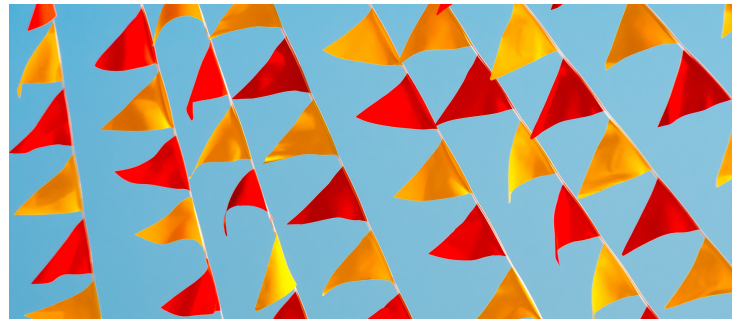
- Pennant strands must not exceed 50 feet in length
- Each pennant strand must be secured to a stable object, or the ground at both ends

### **Large flying banners/feather flags**

- Greater than 10 feet in height and 25 square feet in size
- Not to exceed 25 feet in height, including the the support structure, and 75 square feet in size

### **Sign devices operated from an external power source**

- These types of temporary signs must be secured to the ground and not exceed 25 feet in height
- Searchlights must be projected upward



## **QUESTIONS - CONTACT US**

### **CURRENT PLANNING:**

970.962.2523

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410 E. 5TH STREET

LOVELAND, CO 80537

This flyer is not intended to cover all details of the City of Loveland's temporary sign code. If you have additional questions, please contact the Current Planning Office.