



A business owner's guide to Commercial and Industrial Signs

DISCLAIMER

This document is intended to provide a brief explanation of commercial sign regulations in the City and County of Broomfield. Due to space limitations, only select portions of the Broomfield regulations have been included here. This brochure should not be relied upon as a final source of information. Always refer to the Broomfield Municipal Code (BMC) to get complete and up-to-date information concerning Broomfield's latest sign code regulations. The Broomfield Municipal Code can be found at www.broomfield.org/code/index.htm

PLANNING DIVISION

One DesCombes Drive
Broomfield, CO 80020
(303) 438-6284

FREQUENTLY ASKED QUESTIONS:

How do I know if I need a sign permit?

Nearly all permanent and temporary signs in Broomfield need a sign permit. A few signs such as real estate signs, address numbers, and public hearing signs do not require permits. We suggest that you verify through City Staff whether a sign permit is needed.

Who do I call with questions regarding sign regulations?

Please call the Planning Division at 303-438-6284 with any sign questions.

How many signs can I have for my business?

The number and size of signs for any particular business is usually based on a number of things including the size of the business, size of the building, number of tenants in the building, and zoning district in which the building is located. Furthermore, the placement and size of building mounted signs and freestanding signs is often specified in a Site Development Plan for the commercial or industrial development.

How do I report a sign that I believe is in violation of the sign ordinance?

Please call the Code Compliance Division at 303-438-6478.

What are the requirements for temporary commercial signs?

All requirements can be found in the Broomfield Municipal Code Section 17-44. Please also see the handout produced specifically regarding Temporary Commercial Signs for an overview of the regulations.

How do I apply for a sign permit?

A sign permit application must be submitted to the Building Division. In addition to the application form, you will need to provide information regarding the sign including its size and where it will be displayed on the property.

My business is in a shopping center, are there specific regulations for my business in regard to signs?

Many shopping centers, business parks, and commerce parks have unique sign regulations included with their Planned Unit Development Plans or Site Development Plans. These documents often include specific regulations relating to the number, location, type, and size of signs. Please call the Planning Division at 623-438-6284 to check if your site is subject to such regulations.

PROHIBITED SIGNS AND DISPLAYS:

- Signs with visible moving, revolving, or rotating parts, or visible mechanical movement achieved by electrical, electronic, or mechanical means, except for time-temperature-date signs.
- Signs with optical illusion or movement by means of a design which presents a pattern capable of reversible perspective, giving the illusion of motion or changing of copy.
- Signs with lights or illumination which flash, move, rotate, scintillate, vary in color, or use intermittent electric pulsations.
- Strings of light bulbs used in connection with commercial premises for commercial purposes, other than traditional holiday decorations.
- Signs which incorporate projected images emit any sound which is intended to attract attention, or involve the use of live animals.
- Any sign that is structurally unsafe.
- Any sign that is not kept in good repair and maintenance.
- Signs that in any way interfere with the clear and unobstructed view of any sign or device used for control of traffic.
- Any sign that obstructs the view of motor vehicle operators entering a public roadway from any parking area, service drive, private driveway, alley, or other thoroughfare.
- Signs that create in any other way an unsafe distraction for motor vehicle operation.
- Any sign that obstructs free ingress to or egress from a required door, window, fire escape, or other required exit way.
- Roof-mounted signs.
- Off-premise advertising signs or any other sign not pertinent and clearly incidental to the permitted use of the property.
- Exterior signs for home occupations and family child care homes.