

## Vertical Banner Requirements

Section 24-1 of the Code of the City of Fort Collins allows banners to be placed along select streets on city light poles, subject to the approval of the Engineering Department. The following policies and procedures have been established to allow citizens to promote community activities, celebrations and events with the use of banners.

### Locations:

See attached sheets for vertical banner locations.

### Cost:

There is no fee for this permit.

### Subject Matter:

Banners may only convey a non-commercial message and promote community activities, celebrations or events. Business logos will not be permitted.

### Permit Applications:

- Permit applications can be obtained from the City of Fort Collins Engineering Department at 281 North College Avenue.
- All dates are available on a first come, first served basis. Dates may be reserved no earlier than nine (9) months prior to the date the banner is to be hung.
- Banners can be hung in each location for fourteen (14) days, per event, per year.
- All approved banners will be installed and removed on Mondays only (excluding Holidays).
- The permit holder is responsible for arranging installation and removal of all banners and for bearing the associated costs. Safe working conditions and traffic control measures must be followed during installation and removal.
- Banners are only to be hung on City of Fort Collins Utility streetlight poles and in locations approved by the City of Fort Collins Engineering Department.
- *The permit holder must agree to hold harmless, defend and indemnify the City of Fort Collins from and against any and all claims of liability arising from the installation, maintenance or failure in any manner of the banner.*

### ■ NOTE

The City of Fort Collins and/or or any contractors hired by The City of Fort Collins shall not be responsible for any damage to the applicant's banner. Signature on this permit releases the City of Fort Collins and/or any contractors hired by the City of Fort Collins from any liability with regard to banner damage.

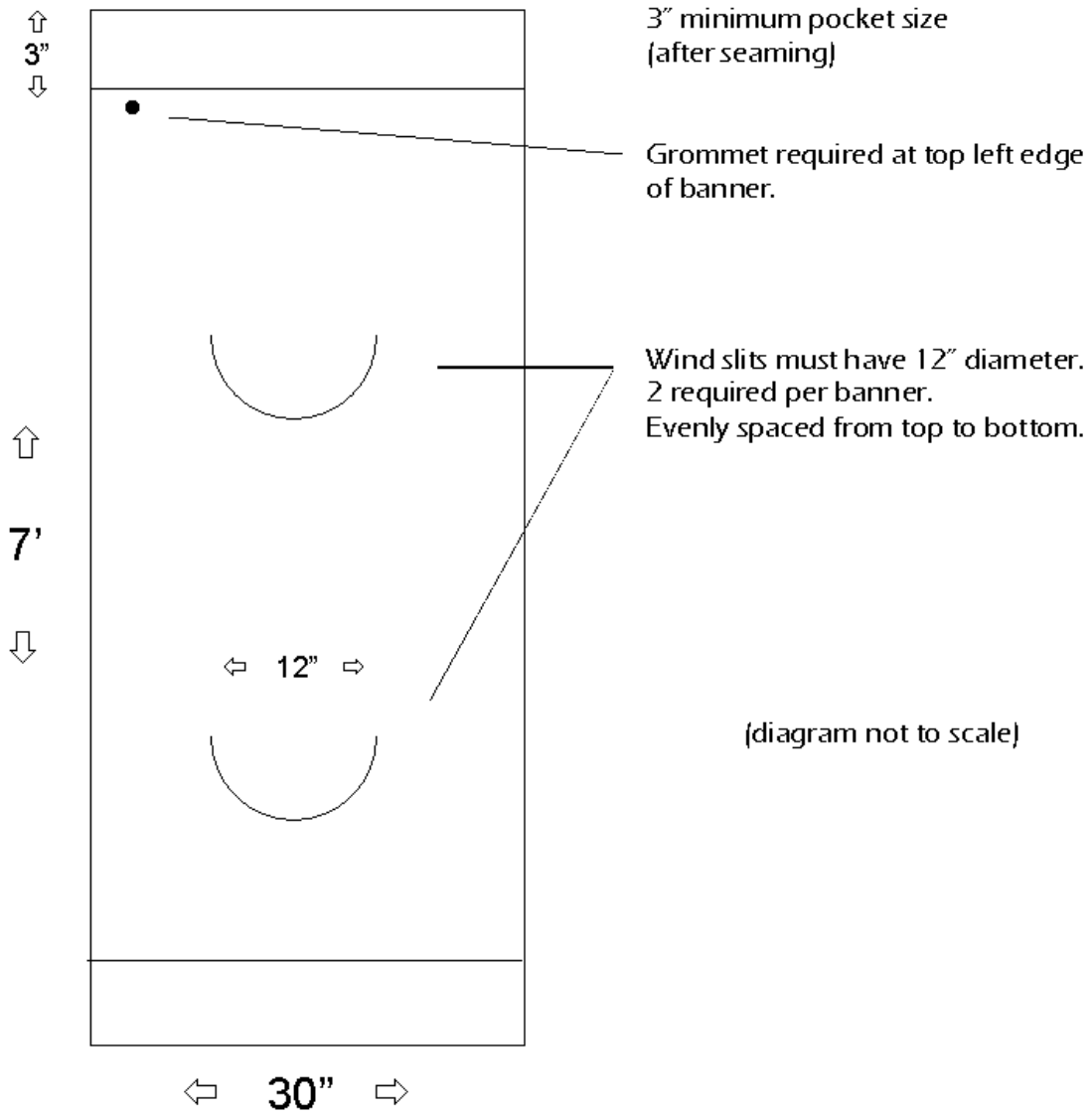
### Banner Design:

- Banners shall not exceed thirty (30") inches in width or seven (7') feet in height.
- All banners must be made of fabric or non-rigid material. Canvas or reinforced vinyl is recommended.
- A reinforced grommet shall be fixed in the top left corner of the banner.
- Two (2) twelve (12") inch half circle slits for air flow should be cut into the surface of the banner (see diagram).
- Message may be placed on both sides of the banner.
- The maximum mounting height must not exceed eighteen (18') feet to the center of the banner.
- Banners and mounting must be designed so that they will not scar or damage poles. Mountings may not be permanently attached to poles.
- The City of Fort Collins may order the immediate removal of any banner and/or mounting which has not been approved or installed in accordance with these requirements.

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## Vertical Banner Specification



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Revised 1/18/11

**Permit Application for  
Vertical Banners**

**Date:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Text of Banner:** \_\_\_\_\_

**Company installing and removing banners:** \_\_\_\_\_

**Name**

**Phone #**

**Dates:**      **From** \_\_\_\_\_ **to** \_\_\_\_\_

**Number of Banners:** \_\_\_\_\_

**Location(s):** see attached sheets.

**Approval:**

\_\_\_\_\_  
**Engineering – Tracy Dyer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Utilities – Tom Rock**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Traffic – Syl Mireles**

\_\_\_\_\_  
**Date**

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## Vertical Banner Locations

<i>College Avenue Locations - North to South</i>		
	College / Willox	East side, 1st streetlight pole south of intersection
	College / Willox	West side, 1st streetlight pole south of intersection
	College / Conifer	
	College / Alpine	(Tiger Auto)
	College / Poudre River Bridge	
	College / LaPorte	
	College / Mulberry	
	College / Magnolia	
	College / Edwards	
	College / Pitkin	
	College / Prospect	
	College / Parker	
	College / Rutgers	
	College / Columbia	
	College / South of Columbia	
	College / Drake	
	College / Harvard	
	College / Swallow	
	College / Foothills Pkwy	2nd Center pole north of intersection
	College / Foothills Pkwy	3rd Center pole north of intersection
	College / Monroe	
	College / Horsetooth	
	College / Boardwalk	
	College North of Troutman	
	College South / Kensington	(McDonalds)
	College / Kensington	(Checker Auto)
	College / Harmony	
<i>Lemay Avenue Locations - North to South</i>		
	Lemay / Riverside	
	Lemay / Elizabeth	
	Prospect / Lemay	
	Lemay / Stuart	
	Lemay / Drake	East Side 1st Pole south of

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## Vertical Banner Locations

		intersection
	Lemay / Drake	East Side 2nd Pole south of intersection
	Lemay / Swallow	
	Horsetooth / Lemay	South Side 1st Streetlight Pole West of Lemay
	Lemay / South of Harmony	
	<i>Taft Locations - North to South</i>	
	Taft / Mulberry	
	Taft / Elizabeth	
	Taft / Prospect	
	Taft / Drake	East Side 1st Pole North of Intersection
	Taft / Drake	West Side 1st Pole North of Intersection
	Taft / Horsetooth	

	<i>Shields Street Locations - North to South</i>	
	Shields / Mulberry	
	Shields / Elizabeth	Southwest Corner streetlight pole @ Intersection
	Shields / Elizabeth	East Side, 1st Pole North at entrance to Moby Arena
	Shields / James Court	
	Shields / Prospect	
	Shields / Drake	1st Center Pole North of Drake
	Drake / Shields	1st Center Pole West of Shields
	Shields / Horsetooth	2nd Center Pole North of Horsetooth
	Shields / Horsetooth	South Side - 1st streetlight pole east of Shields
	<i>Jefferson / Riverside - Northwest to Southeast</i>	
	Jefferson / Pine	
	Jefferson / Mountain	
	Jefferson / Mulberry	
	Riverside / Myrtle	
	Riverside / Stover	

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## Vertical Banner Locations

	Riverside / McHugh	
	Riverside / Pitkin	
	<i>Prospect - East to West</i>	
	Prospect / Longs Peak	
	Prospect / Welch	
	Prospect / Patton	
	Prospect / Lemay	
	Prospect / Robertson	
	Prospect / Stover	
	Prospect / Matthews	
	Prospect / Whitcomb	
	Prospect / College	
	Prospect / Sheeley Drive	
	Prospect / Shields	
	Prospect / Constitution	
	Prospect / Brentwood	
	Prospect / Skyline Drive	
	Prospect / Larkspur	
	Prospect / Taft	
	Prospect / Hampshire	
	<i>Additional Good Locations</i>	
	Mulberry / Riverside	
	Elizabeth / City Park	
	Mulberry West of Jackson	
	Boardwalk / South of Harmony Road	
	Prospect / Riverside	
	Swallow / Meadowlark	
	Drake / Timberline	
	Horsetooth / Timberline (north)	
	Horsetooth / Timberline (south)	

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