

**CITY & COUNTY OF DENVER
COMMUNITY PLANNING & DEVELOPMENT
BUILDING PERMIT POLICY**

Subject: ELECTRIC/NEON SIGNS AND LIGHTING – PERMITTING PROCEDURE

Approved: Michael Roach, P.E., Building Official

Number: IBC – App.H106

Effective Date: November 1, 2004

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Revised: October 17, 2011

Reference: NEC Article 600, IBC Appendix H106, IBCA Appendix H

All electric/neon signs and skeletal lighting, both interior and exterior, shall require permits and inspection. **EXCEPTION:** U.L. listed portable signs.

If the secondary wiring is done by a licensed Class A sign contractor, a #1C Permit must be taken out for this work. A licensed electrical contractor will be required to do the primary wiring connecting the sign or lighting to the building power and a #3 Permit must be drawn for this work.

If a licensed electrical contractor does both the primary and secondary wiring, only a #3 Permit is necessary.

Building permits for all "window" signs and all exterior signs or lighting must be approved by the Zoning Division. All interior signs or lighting need only building permits -- no Zoning approval is necessary. Zoning defines "window" signs as "A sign which is applied to or attached to, or located within 3 feet of the interior of a window, and the sign can be seen through the window from the exterior of the building."

All interior and exterior signs that are hard-wired require a permit.

Treat wall signs as a fixture if an electrical contractor does the work.

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