



Community Development Department | Planning & Zoning | 218.299.5370  
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# SIGN PERMIT APPLICATION

## APPLICANT

NAME:	SIGN COMPANY:
EMAIL:	
PHONE:	
<input type="checkbox"/> ON PREMISE	<input type="checkbox"/> OFF PREMISE
<input type="checkbox"/> PORTABLE	

## SIGN LOCATION

ADDRESS:	
DOES THE SIGN ABUT MNDOT ROW?	<input type="checkbox"/> HWY 75 <input type="checkbox"/> HWY 10 <input type="checkbox"/> INTERSTATE 94
ZONING:	
BUSINESS/EVENT ADVERTISED:	PLACEMENT DATE: REMOVAL DATE: <i>(FOR PORTABLE SIGNS ONLY)</i>

## PERMANENT SIGN DETAILS

### SIGN INFORMATION - 1 (see reverse side for additional signs)

FREESTANDING		WALL MOUNTED	
SIGN TYPE:		SIGN TYPE:	
SIGN DIMENSIONS:		SIGN DIMENSIONS:	
SIGN AREA:		SIGN AREA:	
SIGN HEIGHT:		WALL HEIGHT:	
SIGN DISTANCE FROM LOT LINE:		WALL LENGTH:	
LOT LINE LENGTH:		WALL AREA:	
OTHER INFO:		OTHER INFO:	

### PERMANENT SIGN PERMIT REQUIREMENTS:

- Site plan indicating the sign location on the property and the total property dimensions.
- Building elevations indicating building dimensions, existing/proposed sign locations, setbacks, and areas.
- Sign proposal illustrating sign type, size, dimensions, total height, and materials.
- Permanent Sign Permit fee of \$25.00 per sign plus a \$1 MN State surcharge fee per application.
  
- Portable Sign Permit fee of \$15.00 per sign per application.
- For additional information: [Sign Code](#), [On Premises Signs](#), [Off Premises Signs](#), [Portable Signs](#)
- For Dynamic Display Sign requirements, please see table for On Premises Signs.

**SIGN INFORMATION - 2**

FREESTANDING		WALL MOUNTED	
SIGN TYPE:		SIGN TYPE:	
SIGN DIMENSIONS:		SIGN DIMENSIONS:	
SIGN AREA:		SIGN AREA:	
SIGN HEIGHT:		WALL HEIGHT:	
SIGN DISTANCE FROM LOT LINE:		WALL LENGTH:	
LOT LINE LENGTH:		WALL AREA:	
OTHER INFO:		OTHER INFO:	

**SIGN INFORMATION - 3**

FREESTANDING		WALL MOUNTED	
SIGN TYPE:		SIGN TYPE:	
SIGN DIMENSIONS:		SIGN DIMENSIONS:	
SIGN AREA:		SIGN AREA:	
SIGN HEIGHT:		WALL HEIGHT:	
SIGN DISTANCE FROM LOT LINE:		WALL LENGTH:	
LOT LINE LENGTH:		WALL AREA:	
OTHER INFO:		OTHER INFO:	

**SIGN INFORMATION - 4**

FREESTANDING		WALL MOUNTED	
SIGN TYPE:		SIGN TYPE:	
SIGN DIMENSIONS:		SIGN DIMENSIONS:	
SIGN AREA:		SIGN AREA:	
SIGN HEIGHT:		WALL HEIGHT:	
SIGN DISTANCE FROM LOT LINE:		WALL LENGTH:	
LOT LINE LENGTH:		WALL AREA:	
OTHER INFO:		OTHER INFO:	