



430 Third St., Farmington, MN 55024
651-280-6800
FarmingtonMN.gov

SIGN PERMIT APPLICATION **LOCATION OF SIGN:** _____

Applicant _____ Telephone: _____ Fax: _____

Address: _____
 Street City State Zip Code

Owner: _____ Telephone: _____ Fax: _____

Address: _____
 Street City State Zip Code

Sign Owner: _____ Telephone: _____ Fax: _____

Address: _____
 Street City State Zip Code

Contractor Name: _____ Telephone: _____ Fax: _____

Address: _____
 Street City State Zip Code

Current Zoning District _____ Current Land Use _____

Type of Sign: ___ Wall, ___ Banner, ___ Advertising Billboard*
 ___ Off Premises Directional ___ Public Service Info, ___ Marquee
 ___ Freestanding, ___ Development Project

*Distance from nearest advertising billboard (1500' minimum), Distance from nearest intersection (500' minimum)

The following information MUST be included along with completed sign application and permit fee (see reverse).

APPLICATION CHECKLIST (Completed by Applicant):

___ Sign Dimensions; Length & Width _____, Height (if freestanding or pylon) _____,
 Depth of sign _____

___ Proposed Illumination Type _____

___ Type of Construction _____

___ Diagram/ Illustration of Proposed sign(s) _____

___ If wall sign, diagram should indicate placement of sign on building and dimensions of building (width & height) to determine area of building face.

___ **Complete Detailed Plans and Specifications (i.e. footings, post, size of all materials and all fasteners etc)**

___ For Billboard Applications

The distance from nearest billboard sign or signs: _____

Signs which need a conditional use permit must pay **BOTH** the established sign permit fee, plus the conditional use permit fee.

I hereby certify that the information on this application is, to the best of my knowledge, true and correct. I also certify that I am the owner or authorized agent for the above mentioned property and that all construction will conform to existing State and local laws and will proceed in accordance with submitted plans. I am aware that this sign permit will become null and void if the work for which the permit was issued has not been completed within a period of six (6) months from this date. Furthermore, I hereby agree that the City Building Inspector may enter upon the property to perform needed inspections.

Signature of Owner

Date

Signature of Applicant

Date

THIS APPLICATION BECOMES YOUR SIGN PERMIT WHEN APPROVED.

24 HOUR NOTICE REQUIRED FOR ALL INSPECTIONS

ADMINISTRATIVE USE ONLY

Submission Requirements

- ____ Completed/ Signed Application
- ____ Scale Drawing (locate sign on site)
- ____ Plans and Specifications
- ____ Permit Fee \$_____

Fee Schedule

<u>Estimated Value of Sign Only</u>	
to \$500	\$20.00
\$501-\$1,000	\$30.00
\$1001-\$2,500	\$60.00
\$Over \$2,500	\$80.00

This is to certify that the request in the above application and accompanying documents is in accordance with the City Sign Ordinance and may proceed as requested. This document, when signed by the City Planner and Building Official constitutes a temporary Certificate of Zoning Compliance and allows construction to commence

Special Conditions:

Conditions Set:

Planning division: _____ Building Official: _____
Date Date

9/19