



# Temporary Sign Permit Application

350 Hwy 7, Ste 230 • Excelsior, MN 55331  
952-474-5233

Email permit to: [permits@excelsiormn.org](mailto:permits@excelsiormn.org)

## Property Information

Site Address: \_\_\_\_\_  
Business Name: \_\_\_\_\_

## Property Owner Information

Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Applicant Information (IF different than Owner)

Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Type of Temporary Sign

Banner	Flag	Pennants/ Ribbons	Streamers	Inflatable	Search Light
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## Size of Sign

Length: \_\_\_\_\_ Height: \_\_\_\_\_ Total Area: \_\_\_\_\_ sq. ft. Height: \_\_\_\_\_ ft.  
(if free standing)

## Dates Temporary Sign Will Be Displayed

Date Sign Will Be In Place: \_\_\_\_\_ Date Sign Will be Removed: \_\_\_\_\_

### Submittal Requirements:

- Two color copies of drawing of sign face (include support structure if free standing)
- Two copies of site plan showing sign location
- \$35 application fee

## Owner's Statement

I am the owner or authorized agent responsible for compliance, and hereby certify that the above information is accurate and hereby hold the City harmless from any damages rising out of the placement and/or use of the approved sign.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### City of Excelsior Use Only

Zoning Administrator Approval: \_\_\_\_\_ Date: \_\_\_\_\_

## **Temporary Sign Requirements**

- The use of banners, pennants, displays and similar temporary and portable signs in areas zoned commercial shall be limited to a period not to exceed 30 days annually. The total time period for the use of temporary and portable signs for any property shall not exceed 60 days annually. There shall be no more than three such signs on any parcel and the total signage shall not exceed 30 square feet. Temporary on-premises signs shall not be placed in the public right of way.
- Off-premises temporary signs shall be limited to non-commercial Excelsior entities, displayed no more than ten business days, and located on private, city property or in the public right of way.
- All temporary signs, except sandwich boards signs, are prohibited within the public right-of-way or easements.
- Revolving beacons, revolving signs, moving signs or parts thereof, zip flashers, flashing signs or similar devices, excepting time and temperature information, official signs or barber poles, are prohibited.
- Signs painted, attached or in any other manner affixed to trees or similar natural surfaces, or attached to utility poles, bridges, towers, or similar public structures are prohibited.