



## Sign Permit Application

339 Third St. • Excelsior, MN 55331 952-653-3674  
 Email permit to: permits@excelsiormn.org

<b>Property Information</b>	
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Site Address:
Business Name:

<b>Property Owner Information</b>	
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Name:		
Business Address:		
City:	State:	Zip:
Business Phone:	Email Address:	

<b>Applicant Information (IF different than Owner)</b>	
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Name:		
Business Address:		
City:	State:	Zip:
Business Phone:	Email Address:	

<b>Type of Temporary Sign</b>					
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Banner	Flag	Pennants/ Ribbons	Streamers	Inflatable	Search Light
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<b>Size of Sign</b>			
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Length: _____	Height: _____	Total Area: _____ sq. ft.	Height: _____ ft. (if free standing)
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<b>Dates Temporary Sign Will Be Displayed</b>	
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Date Sign Will Be In Place: _____	Date Sign Will be Removed: _____
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**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

<b>Owner's Statement</b>
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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.