

**NEW CONSTRUCTION  
TEMPORARY SUBDIVISION  
DEVELOPMENT &  
CONSTRUCTION SIGN  
PERMIT APPLICATION**



125 Pine Cone Road North  
SARTELL, MN 56377  
PHONE: 320-253-2171  
FAX: 320-253-3337

- \_\_\_\_\_ Temporary Commercial Construction Sign \$35.00
- \_\_\_\_\_ 1-2 Temporary Subdivision Development Signs \$200.00
- \_\_\_\_\_ 1-4 Temporary Residential Construction Signs \$200.00
- \_\_\_\_\_ 5-10 Temporary Residential Construction Signs \$400.00
- \_\_\_\_\_ 11-20 Temporary Residential Construction Signs \$800.00
- \_\_\_\_\_ Each Temporary Residential Construction Sign Over 20 \$20.00

Updated 12/29/17

DATE RECEIVED \_\_\_\_\_

=====

**APPLICANT** \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NUMBER & TYPE OF SIGNS: \_\_\_\_\_

SIGN LOCATION(S) \_\_\_\_\_

SIZE OF PROPOSED SIGN(S) \_\_\_\_\_

OVERALL HEIGHT \_\_\_\_\_

Subdivision Development Signs; Fee: During the development of a, there shall be allowed two (2) signs in the subdivision, not to exceed sixty-four (64) square feet in surface area and not to exceed twelve (12) feet in height. The sign shall advertise the development and may name the subdivision, subdivision layout, developer, contractors, suppliers, brokers and financial institutions involved. A permit shall be obtained for the placement of such signs and a fee paid. Additional signs having a surface area not exceeding four (4) square feet, and a height not exceeding six (6) feet, directing the public and/or identifying models within the subdivision are also permitted. Both

types of signs shall be removed when seventy five percent (75%) of the lots are developed or within two (2) years, whichever shall occur first. Such signs shall not be illuminated.

Construction Signs: Each Contractor, engineer, architect, supplier, financial institution and any other new construction related signs shall be limited to four (4) square feet each for a total signage per property not to exceed 32 square feet and shall be removed four (4) weeks after sale or issuance of a certificate of occupancy of the land or building, whichever occurs first.

***Signs must be on private property and shall not be permitted within the public right of way.***

This application must be signed by the owner or applicant (if different from the owner).

I, the undersigned, have read and understand the above.

---

Signature of Applicant/Owner

Date

---

Signature of Contractor/Real Estate Agent (if acting as the applicant)

Date

Office Use Only

Planning Department Approval: \_\_\_\_\_

Removal Date of Last Sign: \_\_\_\_\_