



Shoreview Community Development  
 4600 Victoria Street North  
 Shoreview, Minnesota 55126  
 651-490-4600 | shoreviewmn.gov

# Sign Permit Application

Site address: \_\_\_\_\_

## Property owner information

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Sign information

Installer's name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Proposed sign:	New <input type="checkbox"/>	Temporary <input type="checkbox"/>	Relocate <input type="checkbox"/>	Repair <input type="checkbox"/>	Remove <input type="checkbox"/>
Sign type:	Wall <input type="checkbox"/>	Freestanding <input type="checkbox"/>	Incidental <input type="checkbox"/>	Other <input type="checkbox"/>	
Temporary sign style:	Banner <input type="checkbox"/>	Other <input type="checkbox"/>			
Permanent sign style:	Cabinet <input type="checkbox"/>	Individual letter <input type="checkbox"/>	Monument <input type="checkbox"/>	Ground <input type="checkbox"/>	Pylon <input type="checkbox"/>

If temporary, what are the dates? \_\_\_\_\_

## Proposed sign information

### Freestanding signs

	Height	Width	Area (square feet)
Sign face area			
Graphic/copy area			
Sign base (monument or ground)			
If incidental business signage is proposed			
Dimensions			
Height above ground (top of face)			

Distance from front property line: \_\_\_\_\_

Distance from side property line: \_\_\_\_\_



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Distance to nearest freestanding sign: \_\_\_\_\_

Lighting type: \_\_\_\_\_

Construction material: \_\_\_\_\_

Copy message: \_\_\_\_\_

Is the sign location outside of all easements? \_\_\_\_\_

**Wall signs**

	Height	Width	Area (square feet)
Sign face area			
Graphic/copy area			
Sign band			
If incidental business signage is proposed			
Dimensions			
Where will they be located?			

Distance from edge of bay or building: \_\_\_\_\_

Lighting type: \_\_\_\_\_

Copy message: \_\_\_\_\_

By signing below, I certify that the above is true to the best of my knowledge and belief.

\_\_\_\_\_  
 Applicant signature

\_\_\_\_\_  
 Date

**For office use**

\_\_\_ Received scaled site plan/building elevation plan

\_\_\_ Received scaled sign design

\_\_\_ Received other information as requested by the city

Date received: \_\_\_\_\_

By: \_\_\_\_\_