



CITY OF LITTLE CANADA

515 Little Canada Road East, Little Canada, MN 55117 • Phone: 651-766-4029 • Fax: 651-766-4048
E-mail: permits@littlecanadamn.org • Website: www.littlecanadamn.org

SIGN PERMIT APPLICATION

Property Information			
Address of Sign Installation or Display:			
Name of Business:		Contact Phone #	
Applicant / Contractor Information			
Applicant Name:		Contact Phone #	
Company Name:		City Contractor License #	
Address:	City:	State:	Zip:
E-Mail:			
TEMPORARY SIGN			
<ul style="list-style-type: none"> • Sign can be no larger than 32 square feet and must be located a minimum of 5 feet back from the right-of-way. • A temporary sign permit shall not be issued for more than 30 days nor shall a permit be issued within 30 days from the expiration date of prior permit. 			
Check one: <input type="checkbox"/> Banner <input type="checkbox"/> Pennant <input type="checkbox"/> Portable Sign <input type="checkbox"/> Window Sign <input type="checkbox"/> Other:			
Display: Start Date: _____ End Date: _____		A separate \$200 refundable deposit is required to ensure compliance with ordinances and permit requirements.	
Display Location:			
PERMANENT SIGN			
Type: <input type="checkbox"/> Ground <input type="checkbox"/> Pylon <input type="checkbox"/> Wall		Sign Location Wall Dimensions:	
Size of Sign: Length _____ Height _____ Total Sq. Ft. _____			
<i>Free standing sign must be located a minimum of five feet from the property line.</i>		JOB VALUATION: \$ _____	
Submit completed application along with:			
<ul style="list-style-type: none"> • Site Plan – Show location of sign on the building or site placement that includes distance to streets and buildings. • Construction Plan – Footing size/depth with steel (if needed), structural support, electrical, and all dimensions. • Contractor doing the work must be City licensed. 			

Applicant Signature _____ **Date** _____

Property Owner Signature (permanent signs only) _____ **Date** _____

For Office Use Only

Approval Signature:		Date:	
Temporary Sign		Permanent Sign	
\$200 Deposit <input type="checkbox"/> Received <input type="checkbox"/> Refunded		Conditions:	
Permit Fee: \$ _____		Zoning:	
Permit #:		Permit Fee: \$ _____	
Expiration Date:		Permit #:	