



**SIGN PERMIT APPLICATION**

**Department of Planning**

The City of Vadnais Heights

800 East County Road E • Vadnais Heights, MN 55127

Phone: 651.204.6015 • Fax: 651.204.6100

www.cityvadnaisheights.com

Site Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-mail: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Applicant \_\_\_\_\_

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

Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ E-mail: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**SIGN PROPOSED:**

New Sign \_\_\_\_\_  
Temporary \_\_\_\_\_  
Replacement \_\_\_\_\_

**SIGN TYPE:**

**TEMPORARY:**  
Banner \_\_\_\_\_  
Portable Bulletin \_\_\_\_\_  
Other Portable \_\_\_\_\_  
Dates Displayed:  
From: \_\_\_\_\_  
To: \_\_\_\_\_

**PERMANENT:**  
Wall \_\_\_\_\_  
Monument \_\_\_\_\_  
Pylon \_\_\_\_\_  
Canopy \_\_\_\_\_  
Directional \_\_\_\_\_  
Incidental \_\_\_\_\_  
Other \_\_\_\_\_

**SIGN DIMENSIONS:**

	<u>Height</u>	<u>Width</u>		<u>Total Area</u>
Sign Face	_____ x _____	_____	sf	_____ sf
Graphics Area	_____ x _____	_____	sf	_____ sf
Wall Area	_____ x _____	_____	sf	_____ sf
Distance f/ground	_____		ft	
Distance protrudes f/wall	_____		in	
Set backs (front & side)	_____		ft	

Two Sets of Plans Submitted Yes  No  Valuation of Work (labor & materials): \_\_\_\_\_

*I certify that all work will be done in accordance with the building codes and ordinances adopted by the City of Vadnais Heights on the date that application is made. I assume full responsibility for the progress and completion of the work authorized by this permit.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Name (**print**) \_\_\_\_\_

Check One:  Owner  Authorized Agent  Contractor

**For Office Use Only**

Permit Number Assigned: \_\_\_\_\_ Building Approval: \_\_\_\_\_

Engineering Approval: \_\_\_\_\_ Planning/Zoning Approval: \_\_\_\_\_