



CITY OF  
**CHASKA**

# SIGN PERMIT APPLICATION

Property Information		
<b>Site Address:</b>		
<b>Tenant:</b>		
Property Owner Information		
Owner Name:		Owner Phone:
Owner Email:		Owner Address:
Applicant Information		
Applicant Name:		Applicant Address:
Contact Person:		Contact Phone:
Contact Email:		
Sign Information		
<b>Type of Permit:</b> <input type="checkbox"/> Temporary		<input type="checkbox"/> Permanent
<b>Type of Sign:</b> <input type="checkbox"/> Banner <input type="checkbox"/> Free-standing <input type="checkbox"/> Pennant <input type="checkbox"/> Inflatable <input type="checkbox"/> Sandwich Board <input type="checkbox"/> Advertising <input type="checkbox"/> Grand Opening		<b>Type of Sign:</b> <input type="checkbox"/> Wall-Mounted <input type="checkbox"/> Freestanding Monument or Pylon <input type="checkbox"/> Over 7ft tall <input type="checkbox"/> Has footings <input type="checkbox"/> Illuminated <input type="checkbox"/> Non-Illuminated
<b>Size of Sign:</b>	Length: _____ Height: _____	Wall Area: _____ sq ft
	Width: _____ Total Area: _____	Percentage of wall coverage by sign: _____
<b>Sign Materials:</b> _____		<b>Type of Illumination:</b> _____
<b>Electronic Filing Requirements:</b>	<ul style="list-style-type: none"> <li>• Colored PDF files of scaled drawing of sign face</li> <li>• Site plan or survey showing sign location</li> <li>• Specifications for the construction of the sign, including colors, dimensions, and illumination (if any)</li> </ul>	
Temporary Sign Information		
<b>Dates Banner, Freestanding Sign or Pennant will be used:</b> <i>30 day maximum Grand Opening or 55 days during 10 occasions in one calendar year</i>	From:	To:
<b>Dates Inflatable will be used:</b> <i>7 day maximum Grand Opening; Property Owner approval required</i>	From:	To:
<b>Dates Sandwich Board will be used:</b> <i>Allowed in Downtown Chaska only; see City Planner for details; permit expires December 31st of current year</i>	From:	To: <b>December 31st</b>
Required Signatures		
THE UNDERSIGNED HEREBY AGREES TO DO ALL WORK IN ACCORDANCE WITH THE CHASKA CITY CODE AND THE RULINGS OF THE BUILDING INSPECTIONS DIVISION.		
<b>Applicant Signature:</b> _____		<b>Date:</b> _____
<b>Property Owner Signature:</b> _____		<b>Date:</b> _____