
**CITY OF COON RAPIDS
APPLICATION FOR TEMPORARY SIGN PERMIT**

COMMUNITY DEVELOPMENT DEPARTMENT
11155 Robinson Dr.
Coon Rapids, MN 55433
763-767-6430
mail@coonrapidsmn.gov

Application Received by _____
Date _____
Permit No. _____
Receipt No. _____
Business ID No. _____

Business Name

Business Address

Phone

Fax

Applicant (responsible party)

Type of Sign (circle one):

Banner Streamers Balloon Portable

Size of Sign (**portable signs must not exceed 12 square feet in area**)

Sign Company

Phone

Dates Sign Displayed: from _____ to _____

Number of Days Used (**maximum of 60 days of display are allowed per calendar year**)

Searchlight: yes/no Dates of Searchlight: from _____ to _____

Permit fee is \$50.00

THIS PERMIT IS SUBJECT TO THE FOLLOWING REGULATIONS:

Penalties

Violation of any provision of these regulations shall be a misdemeanor. Each day the violation continues in existence shall be deemed a separate violation. All signs are subject to penalty for violation even when not required to pay a fee or acquire a permit.

If the City finds that any sign is unsafe, a detriment to the public, not maintained, or constructed, erected, or maintained in violation of the provisions of these regulations the sign owner shall be notified of the violation in writing personally or by U.S. Mail. If the sign owner fails to comply with the standards of these regulations within 7 days after such notice is given or mailed such sign may be removed or altered to comply by the City. The amount so charged against said lot or parcel of land shall be collected in the same manner as taxes or special assessments against said premises. The charge shall be a perpetual lien on the premises until paid.

Banners, Streamers, Beacons, Searchlights, Balloons, Portable and Other Temporary Signs

11-2106(1):

(a) The Zoning Administrator may issue permits for the use of portable signs 12 square feet or less in area, banners, streamers, spinners, revolving beacons, search lights or other exterior temporary signs in commercial and industrial districts, as well as for institutional uses in residential districts.

(b) Permits for portable signs 12 square feet or less in area, banners, streamers, spinners and other exterior temporary signs must not be issued in conjunction with the same business activity for more than 60 days in any calendar year.

(c) Search lights and revolving beacons must not be directed into residential areas or onto streets and are not to be permitted more than six days per calendar year.

(d) Twenty days will be subtracted as a penalty from a business activity's allotted number of days when that activity maintains a temporary sign past the expiration date for the permit, irrespective of compliance during the period under 11-2106(2)(e). If the business activity has fewer than 20 allotted temporary sign days remaining for the calendar year in which the penalty is imposed, the balance of those penalty days will be subtracted from that activity's allotted temporary sign days in the following calendar year.

Fees

The permit fee is \$50.00 per permit. Each display period requires a separate permit.

A double fee shall be charged if a sign is erected without first obtaining a permit for such sign. The fee for a temporary sign erected without first obtaining a permit may be charged against the lot or parcel of land if the property owner fails to comply with a written request from the Community Development Department to obtain a permit. The amount charged against the lot or parcel of land, together with a description of the premises and name of alleged owner, shall be certified to the County Auditor and shall be collected in the same manner as taxes or special assessments. The charge shall be a perpetual lien on the premises until paid in full.

I/We hereby submit this application for a temporary sign permit and by doing so agree to abide by the regulations concerning such signs as found in Chapter 11-2100 of the City Code. By signing this application, the property owner or agent grants the City right of entry to remove the sign(s) if they are displayed beyond the expiration date of the permit and agrees to pay the cost associated with that removal. If the cost of removal is not paid, it will be assessed against the property. Further, I/we understand that the applicant may be cited personally for misdemeanor violation(s) of these regulations.

Applicant Signature

Date