



# CITY OF CHASKA PERMANENT SIGN PERMIT APPLICATION

**SITE ADDRESS:** \_\_\_\_\_  
 Owner: \_\_\_\_\_  
 Applicant: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Date of Installation: \_\_\_\_\_

**TYPE OF SIGN:** (Please check all that apply)

- New  Wall Mounted  Illuminated  
 Alteration  Free Standing  Non-Illuminated

**SIZE OF SIGN:**

Length: \_\_\_\_\_ Total Area: \_\_\_\_\_ sq. ft. Height: \_\_\_\_\_ ft.  
 Height: \_\_\_\_\_ (if free standing)

If a wall sign, please provide the following:

Wall area: \_\_\_\_\_ sq ft Percentage of Wall Coverage by Sign: \_\_\_\_\_  
 Value of Sign: \$\_\_\_\_\_

**SIGN MATERIALS:** \_\_\_\_\_

**FILING REQUIREMENTS:**

- ◆ Two color copies of scaled drawing of sign face (include support structure if free standing)
- ◆ Two copies of site plan showing sign location
- ◆ Two copies of specifications for the construction of the sign, including colors, dimensions, and illumination, if any
- ◆ Permit fee: Not refundable. Please make check payable to "City of Chaska."

- Wall Sign or Alteration of Sign: \$100.00  Free Standing Sign: \$200.00  
 (Awning Sign, Projecting Sign, Face Changes)

**THE UNDERSIGNED HEREBY AGREES TO DO ALL WORK IN ACCORDANCE WITH THE CHASKA CITY CODE AND THE RULINGS OF THE BUILDING INSPECTIONS DIVISION.**

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

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**For City of Chaska Use Only**

Permit #: \_\_\_\_\_ Receipt #: \_\_\_\_\_  
 Permit Fee: \$\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Approvals**

Building Dept: \_\_\_\_\_ Planning Dept: \_\_\_\_\_  
 Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ONE CITY HALL PLAZA CITY OF CHASKA CHASKA, MN 55318 ph: (952) 448-9200**