



## Application for Temporary Sign Permit

**Fee: \$10.00 per sign**

Community Services  
 405 3rd Street East – P.O. Box 528  
 Thief River Falls, MN 56701  
 218-681-8506

Location of Temporary Sign			
Address	City Thief River Falls	State MN	Zip 56701
Applicant			
Name		Phone #	
Address	City	State	Zip
Property Owner (if different from Applicant)			
Name		Phone #	
Address	City	State	Zip
Contractor's Name			
Name		Phone #	
Address	City	State	Zip

Temporary Sign Details		
Sign Size: Dimensions:	X	= Square Feet
Setbacks: From Property Line - Front	Side	Rear
Colors:	Materials:	
Illumination: <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>	If Yes, Type:	

**Declaration**

I hereby certify that the information provided in this application is true, correct and complete to the best of my knowledge and belief. I hereby authorize the City of Thief River Falls and any agent or employee of it, to inspect the proposed site at any reasonable time before and after any permit is issued related to this request.

Property Owner Signature <i>(required)</i>	Date
Applicant Signature	Date

Review (For office use only)		
<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b>	Date	By
Temporary Permit #		
Conditions for approval:		

## ***APPLICATION FOR A TEMPORARY SIGN PERMIT***

All temporary signs in the City of Thief River Falls require a temporary sign permit. A temporary sign is defined as a nonpermanent sign affixed, erected, or maintained on a premises for a limited period of time, including mobile signs which are designed for and capable of being moved from one location to another and including banners and pennants. Signs have an impact on the character and quality of the environment. They attract or repel the viewing public and affect the safety of vehicular traffic. The proper control of signs is of particular importance because of its historical quality and uniqueness. Signs should be kept within reasonable boundaries consistent with the objectives and goals of the community to retain its special character and economic advantages which rest in part on the quality of its appearance.

### ***Submission Requirements:***

1. *Fill out temporary sign permit review form.*
2. *Regardless of the status or conformity of all other on-premise signs in zoning districts where permitted, one temporary sign shall be allowed provided:*
  - a. *The sign surface area is less than 33 square feet and the sign is in compliance with § 152.095;*
  - b. ***The sign is displayed no more than 20 consecutive days with a minimum interval of 20 days between displays;***
  - c. *Businesses which elect to erect a message board sign as an excluded sign, in accordance with § 152.087, shall be prohibited from displaying temporary mobile signs; and*
  - d. *Pennants and streamers may be displayed no more than 60 consecutive days with a minimum interval of 20 days between displays.*
3. *A \$10 filing fee shall be submitted with the application form.*

The Community Services Department shall review your application. If it meets the requirements of the sign regulations, a permit shall be granted.