



CITY OF MORA

101 Lake Street South

Mora, MN 55051-1588

Caleb Christenson, Building Official
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APPLICATION FOR SIGN PERMIT

- ☐ **Permanent Sign:** \$25.00 permit fee plus a state surcharge fee of \$1.00, for a total fee of \$26.00
- ☐ **Temporary Sign:** \$10.00 permit fee
No more than 2 temporary signs allowed at any given time and each sign is limited to 64 sq ft in area. This temporary sign permit expires 90 days from the date of issuance.
- Date(s) of Sign Display (completed by applicant): _____
- Date of Permit Expiration (completed by City): _____

IMPORTANT: Provide a detailed sketch, including property boundaries, sign dimensions, and location on property. Architectural drawings may be required.

Proposed Sign Information

Property Address: _____

Sign Type: ☐ Banner ☐ Wall ☐ Pylon
☐ Free-Standing ☐ Monument ☐ Canopy/Marquee/Awning ☐ Dynamic Display
☐ Roof ☐ Other: _____

Height of Sign Structure: _____ ft. Dimensions of Sign Face: _____ ft. x _____ ft. Area of Sign Face: _____ sq. ft.

Setbacks from Property Lines: Front Yard: _____ ft. Rear Yard: _____ ft. Side Yard: _____ ft.

Sign Valuation: \$ _____ Zoning of Subject Property: _____

B-1 Central Business District, I-1 Limited Industrial District and I-2 General Industrial District ONLY

Number of Public Street Frontages: _____ Name(s) of Streets: _____

Dimensions of Building Wall Facing Public Street:

Height: _____ ft. Length: _____ ft. Total Area: _____ sq. ft. 20% of Total Area: _____ sq. ft.

Dimensions of 2nd Building Wall Facing Public Street, if applicable:

Height: _____ ft. Length: _____ ft. Total Area: _____ sq. ft. 20% of Total Area: _____ sq. ft.

Sign Installer Information

Company Name: _____ Contact Name: _____
Phone Number: _____ Email Address: _____

Property Owner Information

Name: _____ Phone Number: _____
Mailing Address: _____ Email Address: _____

Business Information (If Applicable)

Name: _____ Phone Number: _____
Mailing Address: _____ Email Address: _____

COMPLETE AND SIGN OPPOSITE SIDE

Existing Sign Information

Provide a description of all other existing signs on the subject property, including the number of signs, type of signs, and sizes of signs:

I acknowledge that the above information is correct and that I will ensure that the sign is constructed and installed in accordance with the approved plans submitted and the regulations set forth in the City of Mora Code of Ordinances.

Property Owner / Applicant's Signature _____ Date _____

FOR CITY USE ONLY

Permit Reviewed by Zoning Department: Yes No Not Applicable Comments: _____ — _____ — _____	Permit Reviewed by the Public Works Department: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable Comments: _____ _____ _____ Signature _____ Date _____
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Permit Reviewed and Approved by the Building Department: Signature _____ Date _____ Comments: _____ — _____ — _____	Valuation = \$ _____ Permit Fee = \$ _____ Surcharge = \$ _____ TOTAL DUE = \$ _____ Permit Number _____
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Signature _____

Date _____