



2022 PERMANENT SIGN PERMIT APPLICATION

100 Civic Center Parkway * Burnsville, Minnesota 55337-3817

Phone: 952-895-4455
FAX: 952-895-4512
www.burnsvillemn.gov

Apply online at <https://burnsvillemn.viewpointcloud.com>

Site Information

Business or Tenant Name:	Application Date:
Applicant is: <input type="checkbox"/> Business Owner <input type="checkbox"/> Installer <input type="checkbox"/> Property Owner	Installation Date:
Site Address or Location of Sign:	
Multi-Tenant Building: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Property Owner Information

Name:	Phone:
Address:	City: State: Zip:
Contact Person:	E-mail:
Signature of Property Owner:	Date:

Applicant / Installer Information

Applicant Name:	Phone:
Address:	City: State: Zip:
Contact Person:	E-mail:

Type of Work

Check one:

- New Freestanding Sign New Wall Sign Sign Face Change

Location of Sign within Property: _____

SIGN HEIGHT: _____ SIGN SIZE: Dimensions: _____ X _____ = _____ (Sq. Ft.)

SIGN MATERIALS: _____ COLORS: _____

ILLUMINATION: Yes No If Yes, Type: _____

FREESTANDING SIGN SETBACKS:

From Property Line: _____ From Parking lot: _____ From Driveway: _____

Sign Permit Submittal Requirements

Applications will not be accepted without all of the required supporting documents. Please check that each of the following items are submitted with your application:

- Wall Signs: To scale drawing of wall sign located on building elevation with length and height of wall dimensions shown
- Freestanding Signs: Site plan with north arrow and scale showing property lines, existing and proposed sign locations
- Dimensioned diagram of sign copy and structure, showing color, materials, total square footage, and type of illumination
- Landlord approval (if in a multi-tenant building) on drawings
- Sign Permit Application for each sign and applicable fee

Sign Size Standards

CONSTRUCTION STANDARDS

- Wall signs shall be constructed as individual raised mounted letters a minimum of one inch (1") in depth
- Within the B-2 Neighborhood Business District, freestanding signs shall be limited to monument signs not to exceed six feet (6') in height.
- Monument signs up to six feet (6') in height shall be located no closer than five feet (5') from a street right-of-way; Freestanding signs over six feet (6') in height shall be located no closer than twenty feet (20') from the front street right-of-way
- Illumination In B-1 And B-2: Signs in all B-1 and B-2 Districts may only be illuminated during business hours, or until eleven o'clock (11:00) P.M., whichever is later.
- An electrical permit is required for each installation, alteration or addition of electrical work for light, heat and power on signs above or below ground.
- A building permit is required for any new sign or footing construction over 7' in height.

FOR MORE INFORMATION, VISIT THE BURNSVILLE CITY CODE AT www.burnsvillemn.gov OR CALL 952-895-4455

MAXIMUM ALLOWABLE SIGN AREA

	A		B
B-1 district	50 sq. ft.	or	10%
CUPs in R districts	50 sq. ft.	or	12%
B-2, I-3 and GIM districts	50 sq. ft.	or	14%
B-3 and CRD districts and commercial uses in a MIX district	100 sq. ft.	or	16%
B-4, I-1, I-2 and GIH districts	125 sq. ft.	or	18%

FREESTANDING SIGN MAXIMUMS

Street Classification	Speed (mph)	Area (Sq. Ft.)	Height (Ft.)
City	30	20	6
Collector	30	25	16
	35	50	20
	40	100	24
Principal and minor arterials	30	50	18
	35	100	22
	40	125	24
	45	150	26
	50+	175	28
	65	200	32

PERMANENT WALL SIGNS = \$185.00 PYLON AND MONUMENT SIGNS = \$267.00
WALL, MONUMENT OR PYLON FACE REPLACEMENT = \$185.00

I hereby agree to abide by all sign regulations and other applicable codes, ordinances and policies of the City of Burnsville.

Signature of Applicant: _____