



## Permanent Sign Permit Application

Zoning/Application Questions? 763-261-5301

Inspections: 763-479-1720

Email completed application & documents

[Permits@beckertownship.org](mailto:Permits@beckertownship.org)

Drop off at 12165 Hancock Street, Becker. M/T/W/F 8-4:30.

Closed Thursdays & Federal Holidays

**Building Permits are  
paid for at pickup.**

**Do not begin any work  
until permit is issued.**

**Permits missing any information will not be accepted.**

Parcel Identification Number: **05-**\_\_\_\_\_ - \_\_\_\_\_

Sign Location Address (required if not same as owner's address): \_\_\_\_\_

No address? Subdivision, Lot and Block: \_\_\_\_\_

Permit No.

### Property Owner

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person (if different): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

### Contractor (if blank, Property Owner Waiver required):

Company Name: \_\_\_\_\_

License/Bond: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

### Type of Work – One permit per structure.

- ☐ New
- ☐ Additional
- ☐ Repair
- ☐ Replace

***Off Premise  
Signs are not  
allowed***

### Type of Location

### Duration

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="radio"/> Commercial  | <input type="radio"/> Permanent |
| <input type="radio"/> Residential | <input type="radio"/> Temporary |

**VALUATION** \_\_\_\_\_

Type of Sign(s) ☐ Wall ☐ Pylon ☐ Monument ☐ Other: \_\_\_\_\_

Zoning District \_\_\_\_\_

Area of Proposed Sign \_\_\_\_\_ Square Feet

Area of Existing Sign \_\_\_\_\_ Square Feet

Height of Proposed Sign \_\_\_\_\_

Height of Existing Sign \_\_\_\_\_

- ☐ Attach a site plan drawing to scale for freestanding signs showing proposed location and distance to the property lines. If freestanding or pylon sign is over 50 square feet, a certificate of survey by a Minnesota Registered Land Surveyor is required showing

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li><input type="radio"/> Dimensions of all lot lines</li><li><input type="radio"/> All easements of record</li><li><input type="radio"/> Location of all public utilities</li><li><input type="radio"/> Names of abutting streets</li><li><input type="radio"/> Locations of all structures</li><li><input type="radio"/> Parking and drive areas</li><li><input type="radio"/> Proposed sign location</li><li><input type="radio"/> Grade elevations ten (10) feet on each side of the proposed sign location</li></ul> | <ul style="list-style-type: none"><li><input type="radio"/> Stakes showing property lines and sign location shall be established by the surveyor with submission of the certificate of survey.<ul style="list-style-type: none"><li>▪ Stakes are to be maintained throughout the sign permit application through final inspection.</li><li>▪ States are required</li><li>▪ Stakes are the responsibility of the applicant</li></ul></li></ul> |
|---|---|

- ☐ Attach colored site design construction drawings drawn to scale showing
- Color
  - Materials
  - Total sq. footage
  - Type of illumination
- ☐ Verify compliance with current sign ordinance (copy available from Becker Township website <https://beckertownship.org/ordinances--zoning.html>);.

**Required Certifications** I hereby apply for a Permanent Sign Permit, and I acknowledge that the information contained in this permit application is complete and accurate. I understand this is not a permit and work is not to start without a permit being issued by the Township.

I understand and hereby agree that the work for which the permit is issued shall be performed according to the details submitted in the permit application; the only permitted work is that which is within the scope of the plans and specifications submitted with the permit application, and the work is subject to all conditions of the permit and the approved plans and specifications. I further understand any or all work conducted beyond those of the submitted and approved plans and/or specifications may require additional permits. This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

I HEREBY CERTIFY that I have read and examined this application and all accompanying documentation and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

I understand that the Town Zoning Administrator or Building Official may deny building permits, or require conditions for the purpose of protecting the natural environment and public health, safety and welfare, or for any reason deemed inconsistent with the Comprehensive plan, Zoning Ordinance, or other Township regulation. Denial of or conditions placed upon a building permit may include, but are not limited to:

1. *Structure design that contributes to or causes environmental degradation*
2. *Lots or plats that are unique and susceptible to drainage, runoff, and erosion.*
3. *Situations in which a professional specialist review, certification, or completion of work is deemed necessary by the Zoning Administrator.*

**Operation of tracked grading equipment on Town Roads is prohibited per State Statute 169.72.**

☐ I acknowledge that if building plans change, additional permit reviews, fees, and/or applications may be required.

☐ I acknowledge that an As-built survey must be submitted to the Town Hall prior to receiving a certificate of occupancy.

This application must be signed by the owner(s) of the subject property.

We, the undersigned, have read and understand the above.

Signature of Applicant or Contractor (if acting as the applicant)	Date
Signature of Owner(s)	Date
Signature of Owner(s)	Date

Township Use Only			
Permit #		Other information/Conditions	
Sign Fee			
Investigative Fee			
State Surcharge Fee		Cash Discount Total	
Other		Credit Card Total	
Other Description		Date Paid/Pmt ID	
Admin Fee	30.00	Paid By	