

City of Baxter
Sign Permit Application

PR Fee: _____
Bal. Due: _____
Date Paid: _____

Valuation \$ _____

Type of Sign(s): Wall: ____ New Free-standing (Pylon): ____ Remodel Free-standing: ____

Applicant's Name: _____ Phone: _____

Business Name: _____ E-mail: _____

Address of sign location: _____

Owner's Name: (if different from applicant): _____

Owner's E-mail Address (**REQUIRED**) _____

Sign Contractor: _____

Electrical Contractor: _____

Wall Sign Information

Size of proposed sign(s): 1) ____ X ____ = ____ sq. ft. 2) ____ X ____ = ____ sq. ft.
3) ____ X ____ = ____ sq. ft. 4) ____ X ____ = ____ sq. ft.

Total square footage of all signs (wall and free-standing) on property: _____ sq. ft.

Total # of all signs: _____

Size of building face where wall signs(s) will be located: ____ X ____ = ____ sq. ft.
(Must have scale building elevations or photo showing complete dimensions of structure)

Free Standing Sign Information

Height of free-standing Sign: _____ ft. Wall height + gabled peak height / 2= _____ ft.

Free-standing sign setback from building (distance from property line): _____

Is free-standing sign located along state highway frontage? Yes ____ No ____

(New Free-standing Pylon) Total lot dimensions of property: _____ ft.

If more than 3 business are located on lot: side lot line= _____ ft. x .25 s.f.= _____ s.f. of add. signage

Please provide a scaled site plan/survey showing lot dimensions and setbacks. For new signs structural information will be required for Building Department review.

PLAN REVIEW FEE IS DUE WITH THIS APPLICATION—CALL FOR AMOUNT.

Should you have any questions regarding the above application please contact staff at 218-454-5109.

Applicant's Signature

Date