Greater Bemidji Area
Joint Planning Board

Application for Sign Permit

Please complete this application carefully and completely. PLEASE PRINT. Failure to fill in all of the required information may result in a delay of processing your application.

A fee of $______ made payable to the City of Bemidji must accompany this application. Additional escrow or verification fees may apply for approved projects.

NAME OF BUSINESS: _______________________________ EMAIL: _______________________________
NAME OF OWNER: _______________________________ EMAIL: _______________________________
SITE ADDRESS: _______________________________ PARCEL: _______________________________
PHONE #1: _______________________________ PHONE #2: _______________________________
INSTALLER/CONTRACTOR NAME: _______________________________ PHONE: _______________________________

SIGN INFORMATION

Type of Sign: ___ Freestanding/Monument
___ Dynamic/Electronic Reader
___ Wall Mounted
___ Projecting
___ Other
___ Temporary. If so, how long? ____________________________

Location of Freestanding Sign: Distance from front property line ____________ ft.
Distance from side property line ____________ ft. and ____________ ft.

Dimensions of Sign: Type______________ Illuminated☐ Yes ☐ No ☐ Internal ☐ External
Length ____________ Width ____________ Size (sq. ft.) of Sign: ____________ sq. ft. Height (from ground to top) ____________

Additional Sign: Type______________ Illuminated☐ Yes ☐ No ☐ Internal ☐ External
Length ____________ Width ____________ Size (sq. ft.) of Sign: ____________ sq. ft. Height (from ground to top) ____________

Additional Sign: Type______________ Illuminated☐ Yes ☐ No ☐ Internal ☐ External
Length ____________ Width ____________ Size (sq. ft.) of Sign: ____________ sq. ft. Height (from ground to top) ____________

Additional Sign: Type______________ Illuminated☐ Yes ☐ No ☐ Internal ☐ External
Length ____________ Width ____________ Size (sq. ft.) of Sign: ____________ sq. ft. Height (from ground to top) ____________

Additional Sign: Type______________ Illuminated☐ Yes ☐ No ☐ Internal ☐ External
Length ____________ Width ____________ Size (sq. ft.) of Sign: ____________ sq. ft. Height (from ground to top) ____________
I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the Greater Bemidji Area Zoning and Subdivision Regulations. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid. I also authorize Greater Bemidji Area Joint Planning staff to inspect the property during review of this application and subsequent construction during reasonable times of the day.

Applicant: ____________________________  Applicant: ____________________________
Date: ________________________________

COMPLETED FORMS CAN BE SUBMITTED AT CITY HALL, 317 4TH STREET NW, LOWER LEVEL