

Application # _____

Date Application Rec'd ___/___/___
(for office use only)

Fee Collected \$ _____

ALEXANDRIA TOWNSHIP
Sign Permit Application

Site Address (E-911#):

Parcel Number (9 digits):

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Legal Description (Lot, Block & Subdivision Name or attach full legal description):

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Lake Name (if applicable):

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Property Owner Info:

Name: _____		Text
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Home Phone: _____	Cell Phone: _____	Fax Number: _____

Applicant Info:

Name: _____		
Mailing Address: _____		
City: _____	State: _____	Zip Code: _____
Home Phone: _____	Cell Phone: _____	Fax Number: _____

Applicant Is:	<input type="checkbox"/> Owner	<input type="checkbox"/> Licensed Contractor	<input type="checkbox"/> Design Prof.	<input type="checkbox"/> Contract Buyer	<input type="checkbox"/> Other: _____
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Sign Information:

<u>Sign #1</u>		<u>Sign #2</u>		<u>Sign #3</u>	
Length	_____	Length	_____	Length	_____
Width	_____	Width	_____	Width	_____
Total Square Feet	_____	Total Square Feet	_____	Total Square Feet	_____
Height (at highest point)	_____	Height (at highest point)	_____	Height (at highest point)	_____
Setback (ft - front/road) *measure to property line – not road	_____	Setback (ft - front/road) *measure to property line – not road	_____	Setback (ft - front/road) *measure to property line – not road	_____
Setback (ft - side 1)	_____	Setback (ft - side 1)	_____	Setback (ft - side 1)	_____
Setback (ft - side 2)	_____	Setback (ft - side 2)	_____	Setback (ft - side 2)	_____
Setback (ft - rear)	_____	Setback (ft - rear)	_____	Setback (ft - rear)	_____
Setback (ft – lake)	_____	Setback (ft – lake)	_____	Setback (ft – lake)	_____

Describe the Proposed Sign(s) (brief description of type of sign and where it is located on the property and/or building)

Installation Contractor:		
Mailing Address:		
City	State:	Zip Code:
Business Phone:	Cell Phone:	Fax Number

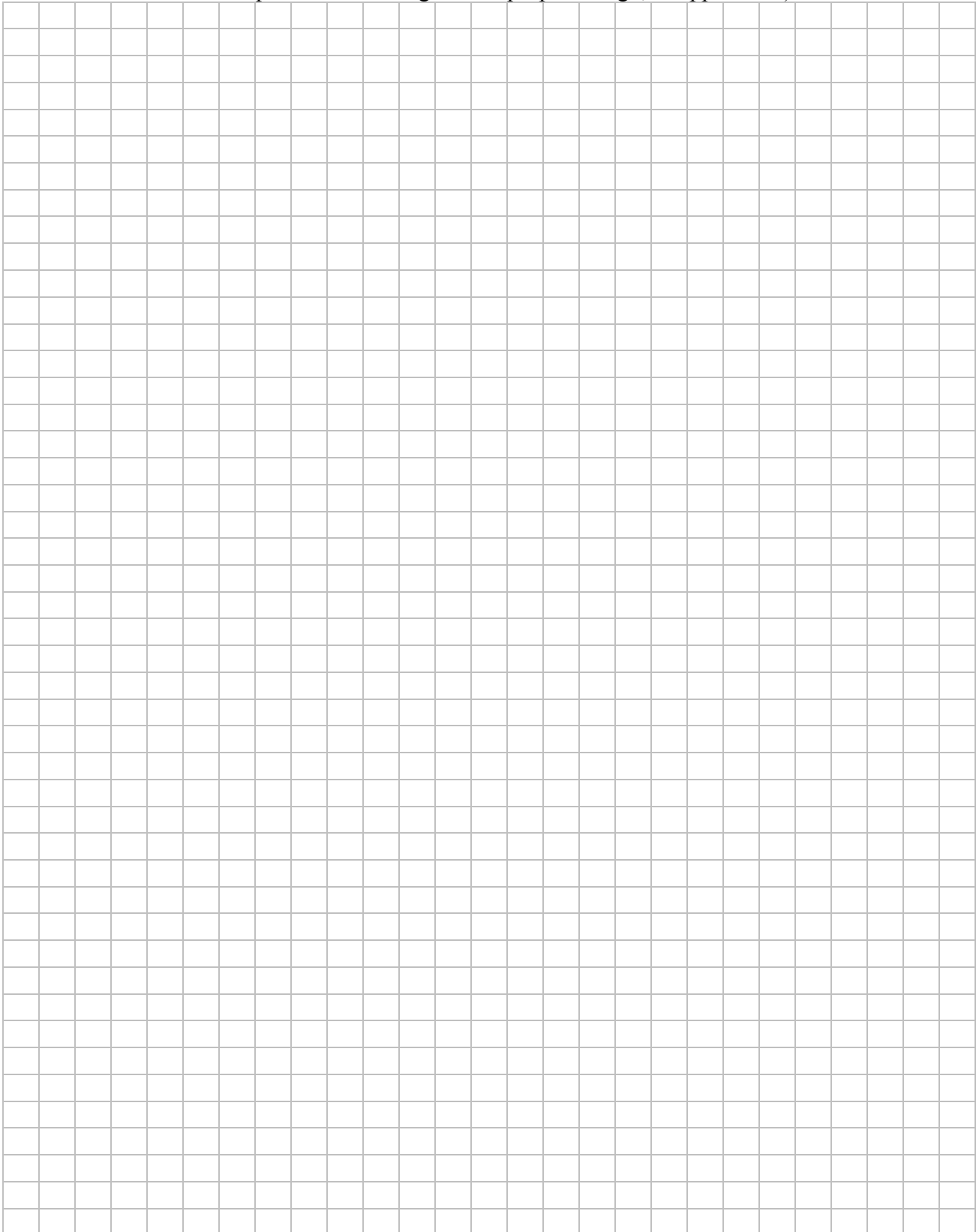
Design Professional:		
Mailing Address:		
City	State:	Zip Code:
Business Phone:	Cell Phone:	Fax Number

Signature of Applicant*: _____	Date: _____
Signature of Title Holder* (required) : _____	Date: _____

* By signing, the applicant or agent hereby makes application for a permit to construct as herein specified, agreeing to do all such work in strict accordance with all Alexandria Township and other applicable ordinances or federal and state laws. Applicant or agent agrees that site plan, sketches, and other attachments submitted herewith and which are approved by the Alexandria Township Zoning Administrator are true and accurate, and shall become part of the permit. Applicant or agent agrees that, in making said application for a permit, applicant grants permission to Alexandria Township's designated zoning or building inspection officials, at reasonable times during the application process and thereafter, to enter applicant's premises covered by said permit, to determine the feasibility of granting said permit or for compliance of that permit with any applicable township, state, or federal ordinances or statutes. Applicant or agent understands that it is applicant's sole responsibility to contact any other federal, state, county or local agencies to make sure applicant has complied with all relevant Municipal, State, Federal or other applicable laws concerning applicant's project described above.

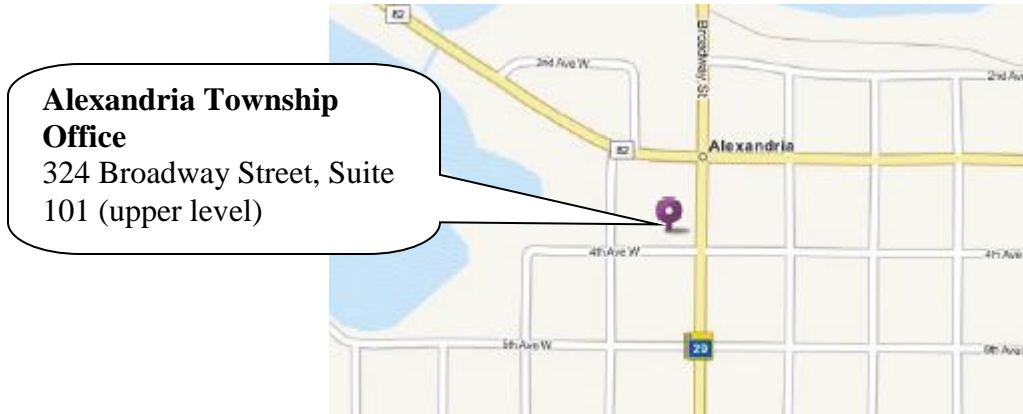
SKETCH DRAWING

(Sketch out where the sign will be located on the property and a sketch of the sign, including dimensions.
Attach photos or drawings of the proposed sign, as applicable.)



ALEXANDRIA TOWNSHIP CONTACT INFORMATION

Alexandria Township, effective January 1, 2007, began administering and enforcing its own Zoning and Subdivision ordinances. Land Use and other Permit Applications can be obtained at the township website (www.alexandriatownship.org) or at the Township office. Completed applications should be dropped off at the Township Offices during office hours (9am-1pm, Mon-Fri).



<p>Applications may be mailed (along with required fee) to: Alexandria Township P.O. Box 445 Alexandria, MN 56308 Phone: 320-759-5300 Fax: 320-763-5320 Email: admin@alexandriatownship.org www.alexandriatownship.org</p>	<p>The Township Zoning Administrator is: Ben Oleson Hometown Planning 324 Broadway Street, Suite 101 Alexandria, MN 56308 Phone: 320-759-1560 or 888-439-9793 Fax: 888-439-9793 E-mail: oleson@hometownplanning.com www.hometownplanning.com/alexandria-township.html</p>
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The Alexandria Township Land Use and Subdivision Ordinance, Comprehensive Plan, permit fee schedule and applications, upcoming P&Z meeting dates, and other planning documents are available on the Alexandria Township website (www.alexandriatownship.org). Staff reports and information involving public hearing (i.e. variance, conditional use, etc...) applications are posted at www.hometownplanning.com/alexandria-township.html when available.