

The below information was taken directly from the City's website. This information is provided as a general guide to assist business owners and property owners in understanding the regulations governing temporary signage. For additional information, specific questions, and/or to obtain a temporary sign permit please contact the City of Elk River directly at 763635-1000.

- The temporary sign application fee is \$30.00 (subject to change). Contact the City of Elk River directly for a current fee schedule.
- The City requires a \$100.00 (subject to change) refundable deposit for all temporary signs. Contact the City of Elk River directly for a current deposit schedule.
- A fee and deposit are required for each new sign permit.
- There shall be no more than one (1) temporary sign on site at any one (1) time.
- Temporary signs may not be displayed for more than ninety (90) days per property (not per business) in one (1) calendar year. A calendar year is defined as the time period from January 1st - December 31st.
- A single temporary sign may not be displayed for more than thirty (30) consecutive days.
- Maximum sign size shall be limited to forty-eight (48) square feet. Lettering shall not extend beyond the edges of the sign.
- Signs must be located on the property of the business and the advertising message must only relate to business conducted on that premises, except that nonprofit or charitable organizations as defined by the IRS may have off-premises signs. Nonprofit organizations shall be limited to three (3) signs per event and the signs shall not exceed ninety (90) days per calendar year.
- Signs may not be placed in any right-of-way and must be located on an approved surface; not including fire lanes and/or circulation drive lanes. Signs cannot be located on any grass area, or other landscaped areas, such as, but not limited to the space between parking lots and roads. (Asphalt, concrete, class-5, and crushed concrete are considered approved surfaces. Landscaped areas are not considered approved surfaces.)
- A permit application must be completed, submitted to the City, and approved for each temporary sign and prior to the sign being displayed. Signs may not be displayed without a permit and the permit shall be affixed to the sign and be visible. If a sign is installed without a permit, the property owner will be issued a citation, which may include a court appearance. Issued permits shall be picked-up at City Hall. Please contact the City of Elk River directly to obtain a current permit application.

All temporary signs must have Landlord approval. Please contact your Property Manager directly with any questions and/or to obtain prior written approval.