

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 Burnsville directly at 952-895-4444.

- Temporary signs are considered "Special Event Signs".
- The City defines special events as follows:
 - A "Temporary Indoor Promotional or Sales Event" is a temporary promotional or sales event directed towards the general public including only grand openings, storewide sales, craft shows, registration for daycare, an educational, recreational, civic or religious activity, and community celebrations.
 - A "Temporary Outdoor Promotional or Sales Event" is a temporary promotional or special event sale directed towards the general public, including only grand opening sales, storewide sales of materials and products that are typically sold or serviced on the premises, registration for daycare, an educational, recreational, civic or religious activity, community celebrations, warehouse sales, tent sales, sidewalk sales, craft shows, fleamarkets, inventory reduction and liquidation sales, and mechanical or animal rides.
- Special events and the temporary signs that accompany them require a permit. No special event shall be held without first obtaining a permit. Please contact the City of Burnsville directly or visit their website (www.ci.burnsville.mn.us) for a current permit and fee schedule.
- Each tenant will be allowed six (6) special event permits per calendar year.
- Each special event and related sign will be held/displayed for no more than ten (1) days, and shall not be extended for more than three (3) consecutive time periods for each business. Once the time period has expired for the special event the business shall wait the same number of days that the permit was issued to start a new special event.
- Advertising devices for special events must be directly related to the activity being conducted as a special event. The devices listed below are permitted for special events, provided they are professionally done and the standards created for each device are met and complied with:
 - Small Balloons
 - Inflatable Devices
 - Tents
 - Searchlights
 - Bannerettes
 - Off Premises Advertising/Directional Signs
 - Banners

**A Detailed description of the standards in place for the above devices can be found on the City website.*

[Note: These devices are subject to Landlord approval prior to fabrication and/or installation.]

•Advertising or activities listed below are prohibited for special events:

- Animated signs, beacons, light bulb strings, pennants, portable signs, ribbons & streamers
- Displays or special features on any landscaped areas or on roofs
- Aerial rides
- Large balloons or a collection of small balloons exceeding two feet (2') in diameter - except for balloon arches not exceeding twenty feet (20') in height
- Additional lighting that does not meet City code
- Any advertising device in the public right of way
- Hot air inflatable devices

•It is a violation for any person, company or organization to provide, erect, fail to remove or display any beacons, balloons or other advertising device which is not in conformity with the provisions described above. It is a violation for any person, company or organization to display special event signs and decorations not removed by the last day of the special event.

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