



City of Burnsville  
 100 Civic Center Parkway  
 Burnsville, MN 55337-3817  
 Phone: 952-895-4455  
 Beth.Weber@burnsvillemn.gov

New Permit (\$315) \_\_\_\_\_  
 Renewal Permit (\$260) \_\_\_\_\_

**2020 TEMPORARY/SEASONAL OUTDOOR SALES PERMIT APPLICATION**

**No more than 2 permits (up to 90 days each), will be issued to a site per year**

1. \_\_\_\_\_  
 Name of Applicant \_\_\_\_\_ Telephone No. \_\_\_\_\_
2. \_\_\_\_\_  
 Address of Applicant \_\_\_\_\_
3. \_\_\_\_\_  
 Contact (If other than Applicant) \_\_\_\_\_ **Email Address (Required)** \_\_\_\_\_ Telephone No. \_\_\_\_\_
4. \_\_\_\_\_  
 Address/Location of Sale \_\_\_\_\_
5. \_\_\_\_\_  
 Type of Temporary/Seasonal Sale (ex. farmer's market, plants, trees, antiques, accessories) \_\_\_\_\_
6. \_\_\_\_\_  
 Dates / Duration of Sale \_\_\_\_\_ Hours of Operation \_\_\_\_\_
7. Display Area **(Submit a Site Plan with Application)** - See next page  
 \_\_\_\_\_
8. Structures to be Used \_\_\_\_\_
9. \_\_\_\_\_  

Signage Text	Signage Size	Signage Type
<i>(Signage is limited to one sign not to exceed thirty two (32) square feet and a separate sign permit is required)</i>		
10. Additional Lighting:    \_\_\_\_\_ Yes                    \_\_\_\_\_ No  
 If Yes, Describe: \_\_\_\_\_
11. Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_
12. \_\_\_\_\_  
 Property Owner's Name \_\_\_\_\_ Telephone No. \_\_\_\_\_
13. Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Office Use Only**

Date Received \_\_\_\_\_

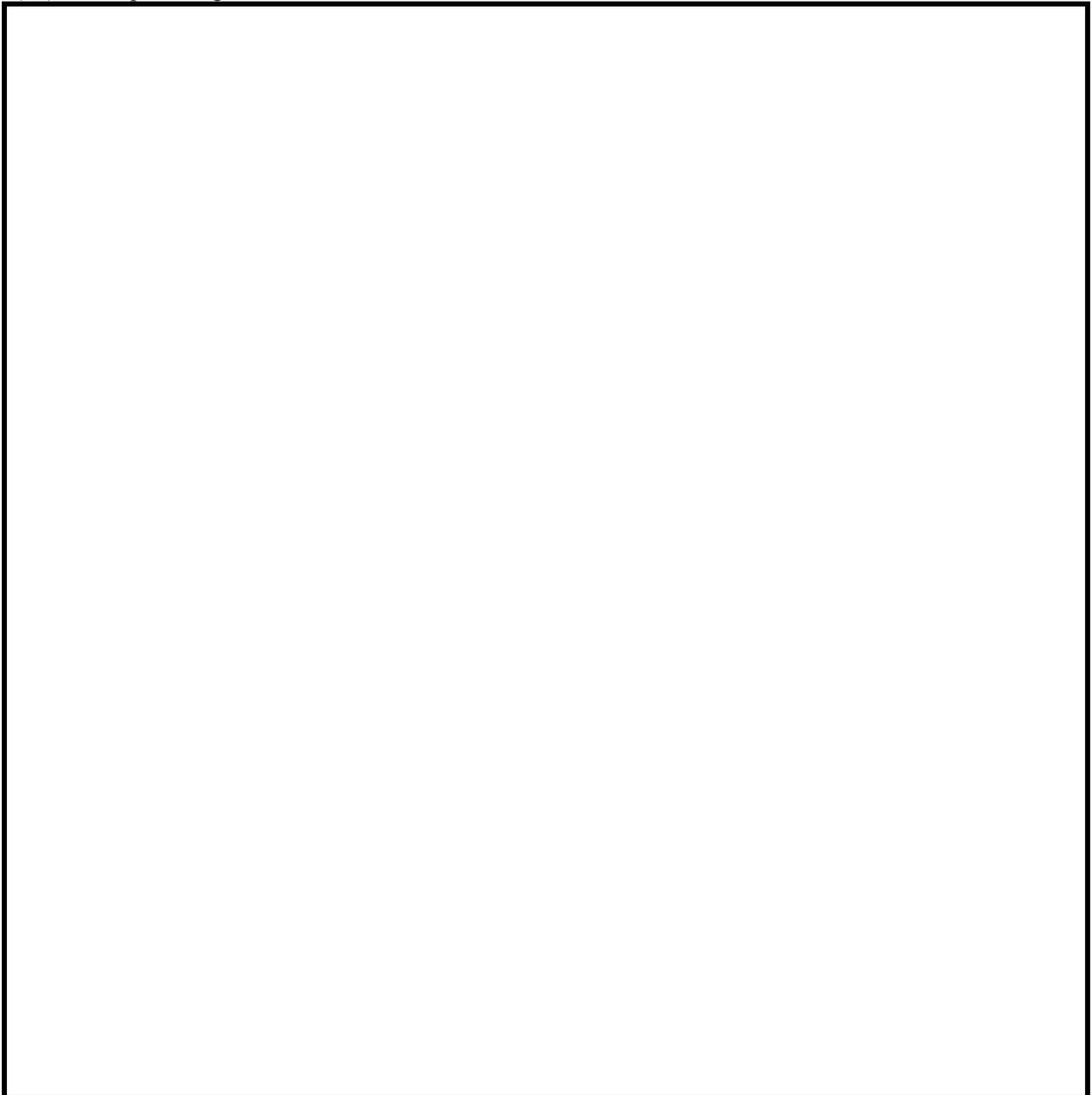
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

## Site Plan Requirements

A site plan illustrating the sales arranged in as compact a manner as possible demonstrating vehicle and pedestrian access, circulation and safety, traffic flow, and parking. Access must safely function and not interfere with the operation of the principal use of the site. The site plan shall include the following information:

- (1) Vendor stalls, location, arrangement and their dimensions
- (2) Promenade aisle width
- (3) Setbacks from property lines
- (4) On-site parking and traffic circulation patterns Pedestrian
- (5) access and circulation patterns
- (6) Service vehicle access and staging areas
- (7) Trash and waste handling equipment
- (8) On-site lighting
- (9) Proposed signs, location, size, and height
- (10) Restroom availability
- (11) Seating areas
- (12) Proposed signs



Vendor:	Products to be Sold/Displayed:	Quantities:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		