

**ORDINANCE #23-18**

**CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

AN ORDINANCE OF THE CITY OF RAMSEY, MINNESOTA, AMENDING CHAPTER 105 BUILDING AND BUILDING REGULATIONS PERTAINING TO ADDRESS NUMBERS

The City Council of Ramsey ordains:

**SECTION 1. AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2. AMENDMENTS**

Chapter 105 – Buildings and Building Regulations, Article I. In General is amended to add the following (underline text):

Sec. 105-2. – Address sign regulations.

(a) Definitions.

(1.) Address sign. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These address numbers shall be limited to identification numbers only, written in Arabic numerical form. Numbers shall not be spelled out.

(2.) Front of the building. The side of the building facing the street to which the building is addressed.

(b) Auxiliary buildings exempted. All auxiliary buildings within a lot having a building with an assigned number and buildings such as garages, barns and buildings, the likes thereof are not affected by this section.

(c) General regulations. It shall be the duty of the owner, lessor, or occupant of every house, industrial, commercial, or other building, to have proper house or building numbers by affixing such numbers to the primary structure.

(1.) Specifications. The address sign numbers shall conform to the size requirements listed as follows.

- a. The building number shall be clearly displayed, of a color in contrast with the color of the building to which it is attached, in such a manner that the number may be easily and clearly seen and read from the public street.
- b. Numbers shall be displayed with a minimum height of four inches (4”) for residential structures.
- c. Multi-family residential buildings shall display numbers with a minimum of twelve inches (12”) in height.
- d. On commercial structures, numbers shall be displayed with a minimum height of twelve inches (12”).
- e. On multi-tenant commercial structures, rear entry access doors must display the tenant business name and unit number, address of the commercial space, or indicate access doors to mechanical, electrical or sprinkler rooms. The letters and numbers shall be a minimum four inches (4”) in height.
- f. Buildings, which have a range of addresses for one building, shall display the range of numbers or addresses from lowest to highest.
- g. Within multi-family residential dwelling buildings or commercial buildings with common entrances containing five units or more whether the units are rental or individually owned

shall display signs, including directional arrows, easily identifying the location of each dwelling unit in the building. The signs shall be placed in an obvious location inside each entrance to the building as approved by the Fire Marshal. For buildings with two or more floors, either above or below grade, similar signs shall be located on each floor across from stairways and from elevators if the building is so equipped. The lettering and numbering on the signs shall not be less than one and one-half inches (1.5") in height and shall be of a contrasting color to the base.

(2.) Posted signs. In those cases where the principal building is obscured from the view from the street by accessory buildings, trees, shrubbery or other visual obstruction, the numbers shall be displayed from a permanent mounting on the property, clearly visible from the street, displayed prominently in numerals not less than four inches (4") high, of a light reflective material of contrasting color to the background. The sign shall be double-sided and posted as to be seen from both directions along the street to which the property is accessed.

(3.) Construction site requirement. Approved numbers or addresses shall be placed on all construction sites in such a way as to be plainly visible and legible from the street or road fronting the property. Address signage shall be installed prior to the start of any work on the site. Additionally, address signage shall be maintained at all times during construction and shall follow the size requirements established in this section.

### **SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

### **SECTION 4. SUMMARY**

The following official summary of Ordinance #23-18 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

“Ordinance #23-18 amends Chapter 105 to establish standards for building and construction site address signage.”