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- 1 Black Text = Carried over verbatim
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  - 3 Red Text = Text deleted from a carried over paragraph
  - 4 Blue Text = New text

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6 **Chapter 108 – Signs**

7 **Article I. In General**

8 Sec. 108-100 – Title.

9 This chapter may be known, cited, and referred to as the “Ramsey Sign Code” or “sign code,”  
10 except as referred to herein where it may be known as “this chapter”.

11 Sec. 108-101 – Authority.

12 This chapter is enacted pursuant to the authority granted by the Municipal Planning Act, Minn.  
13 Stats. §§ 462.351 to 462.364, as amended from time to time.

14 Sec. 108-102 – Purpose.

15 The purpose of this division is to protect and promote the general welfare, health, safety and or-  
16 der within the city through the establishment of a comprehensive and impartial series of stand-  
17 ards, regulations and procedures governing the erection, use and/or display of devices, signs or  
18 symbols serving as a visual communicative media to persons situated within or upon public  
19 rights-of-way or properties. The provisions of this division are intended to encourage creativity, a  
20 reasonable degree of freedom of choice, an opportunity for effective communication and a  
21 sense of concern for the visual amenities on the part of those designing and displaying commu-  
22 nicative media for the types regulated by this division, while at the same time assuring that the  
23 public health and welfare is not endangered.

24 Sec. 108-103 – Coordination with other codes.

25 This chapter supersedes and replaces previous sign code language in the COR Design Frame-  
26 work. This chapter is intended to work in tandem with the adopted city zoning code, state build-  
27 ing codes, state fire codes, Minnesota Statute, and any locally-adopted optional chapters as  
28 amended from time to time. It is also intended to work in tandem with the regulations set forth  
29 from the local watershed management organization. Nothing in this chapter is intended to pre-  
30 clude or supersede any requirements in those codes or regulations.

31 Sec. 108-104 – Rules of construction and interpretation.

32 (1) *Conflicting conditions.* Where the conditions imposed by any provision of this chapter are  
33 either more or less restrictive than comparable conditions by another provision of this  
34 chapter or by other chapters of this Code, rule or regulation of the city, the provision  
35 which imposes the more restrictive condition, standard, or requirement shall prevail.

36 (2) *Language rules of construction.* The language set forth in the text of this chapter shall be  
37 interpreted in accordance with the following rules of construction:

38 a. All measured distances expressed in feet shall be the nearest tenth of a foot. All  
39 distances unless otherwise specified shall be measured horizontally.

- 
- 1           b. The present tense includes the past and future tenses; and the future tense in-
  - 2           cludes the present tense.
  - 3           c. The singular number includes the plural; and the plural number includes the sin-
  - 4           gular.
  - 5           d. The words "shall" and "must" are mandatory and the words "should" and "may"
  - 6           are permissive.

7   Sec. 108-105 – Definitions

8   If a word or term defined in this chapter appears in the text, its meaning may be construed as  
9   set forth in the definition of the word or term as found in this section, except where the context  
10  clearly indicates a different meaning. If a word is not defined herein, a term is defined by com-  
11  monly used English language dictionaries.

12  *Abandoned sign* means a sign which no longer identifies or advertises a bona fide business,  
13  lesser, service, owner, product, or activity, and/or for which no legal owner/business/lesser can  
14  be found.

15  ~~Address sign means identification numbers only, whether written or in numerical form.~~ Defini-  
16  tion moved to Chapter 105.

17  *Athletic field sign* means any scoreboard located on the interior-facing side of athletic field  
18  fences or facilities.

19  *Area identification sign* means a freestanding or wall sign which identifies ~~a single family or mul-~~  
20  ~~tifamily residential subdivision, a commercial development or an industrial park or office park~~  
21  ~~and which is located on the same parcel as the development it identifies.~~ the name of any of the  
22  following:

- 23       (1) A residential subdivision;
- 24       (2) A multiple residential complex consisting of three or more structures;
- 25       (3) A business or industrial structure containing two or more independent concerns;
- 26       (4) A single business or industrial complex consisting of three or more separate structures  
27       existing on individual platted lots or as a planned unit development;
- 28       (5) A mobile home court;
- 29       (6) Any integrated combination of such developments or structures; or
- 30       (7) A shopping center.

31       Such signs shall identify an area or complex and may also name the principal business in  
32  the building or development.

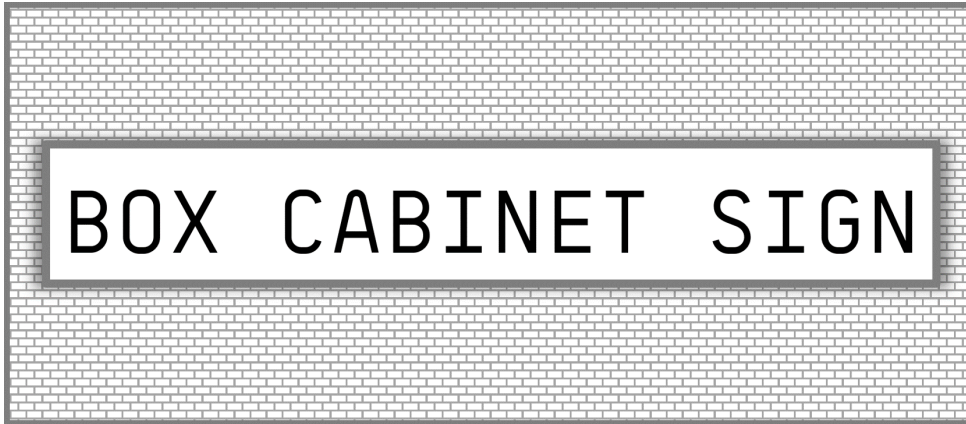
33  ~~Advertising device sign~~ *Attention-getting device* means a non-standard sign or an object or de-  
34  vice other than a sign that has as its purpose to promote, advertise, or sell a product or service  
35  obtainable on the premises upon which the sign object or device is located, and not to identify  
36  the premises.

37  *Awning* means a hood or cover which projects from the wall of a building.

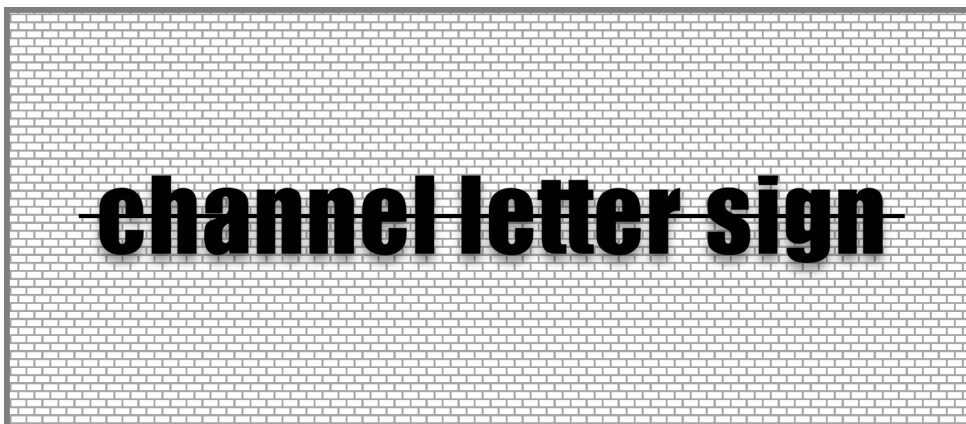
38  *Awning sign* means a sign attached or affixed to an awning.

39  *Banner* means a sign made of fabric or non-rigid material with no enclosing framework.

- 
- 1 *Bench sign* means a sign which is affixed to a bench.
- 2 *Billboard* means a sign which directs attention to a business, establishment, product, service,  
3 interest, activity or entertainment, ~~or attraction sold, offered or existing elsewhere than upon~~ not  
4 exclusively related to the premises where such sign is located.
- 5 *Box cabinet sign* means an exterior sign that is constructed to be substantially supported by a  
6 separate box-like structure, with each segment of the sign message attached to one or a group  
7 of supports, and with or without internal illumination.

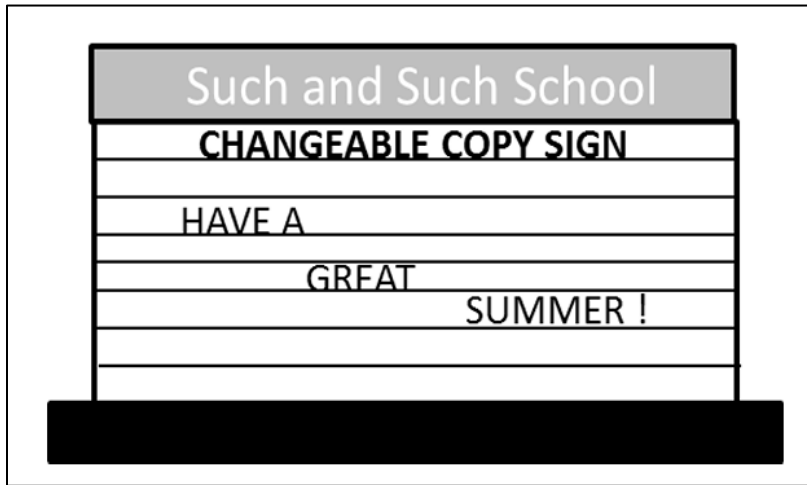


- 8
- 9 *Business directory sign* means a freestanding or wall sign which identifies the names of the spe-  
10 cific businesses located in a shopping center or business or industrial park and which is located  
11 on the parcel of the center so identified.
- 12 ~~*Business sign* means a sign relating in its subject matter to the parcel on which it is located, or~~  
13 ~~to products, accommodations, services or activities on the parcel on which it is located.~~
- 14 *Canopy* means a permanent roof-like structure of rigid materials.
- 15 *Canopy sign* means a sign attached or affixed to a canopy.
- 16 *Channel letter* means a custom-made three-dimensional metal or plastic letter, number, or sym-  
17 bol, with or without internal illumination, that is used in exterior signage.



18

1 ~~Attraction board manual~~ (*Changeable copy sign*) or *reader board sign* means a sign or portion  
2 thereof with characters, letters or illustrations that can be changed or rearranged ~~on which the~~  
3 ~~copy is changed~~ manually without altering the face or the surface of the sign.



4  
5 *Directional or instructional sign* means a sign providing no advertising of any kind, which pro-  
6 vides direction or instruction to guide persons to facilities intended to serve the public, including  
7 but not specifically limited to those signs identifying restrooms, public telephones, public walk-  
8 ways, affiliation with motor clubs, acceptance of designated credit cards, and other similar signs  
9 providing direction or instruction to persons using a facility but not including those signs acces-  
10 sory to parking areas.

11 *Eaves* means the part of a roof that meets or overhangs the walls of a building.

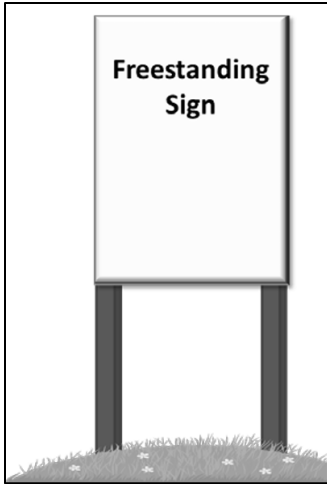
12 *Electronic messaging center* (~~dynamic display~~) means any characteristic of a sign that appears  
13 to have movement or that appears to change, caused by any method other than physically re-  
14 moving and replacing the sign or its components, whether the apparent movement or change is  
15 in the display, the sign structure itself, or any other component of the sign. This includes a dis-  
16 play that incorporates a technology or method allowing the sign face to change the image with-  
17 out having to physically or mechanically replace the sign face or its components. This also in-  
18 cludes any rotating, revolving, moving, flashing, blinking, or animated display and any display  
19 that incorporates rotating panels, LED lights manipulated through digital input or any other  
20 method of technology that allows the sign face to present a series of images or displays.

21 *External illumination* means illumination of a sign which is affected by an artificial source of light  
22 which is not contained within the sign itself.

23 *Feather sign* means a freestanding temporary sign consisting of a piece of flexible cloth, plastic  
24 or other similar material that is attached lengthwise to a single pole and designed to flutter or  
25 wave in the wind.

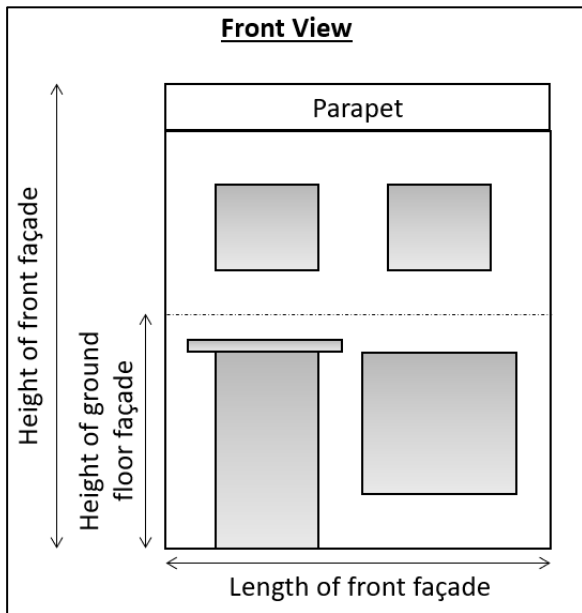
26 ~~Flashing or scrolling signs or lights~~ means a sign or lighting, ~~other than a manual changeable~~  
27 ~~copy sign, including dynamic display, which contains an intermittent or sequential flashing light~~  
28 ~~source used primarily to attract attention.~~

29 *Freestanding sign* means a sign that is self-supporting and affixed to a frame structure and not  
30 attached to a building. Freestanding signs include monument signs and pylon signs.

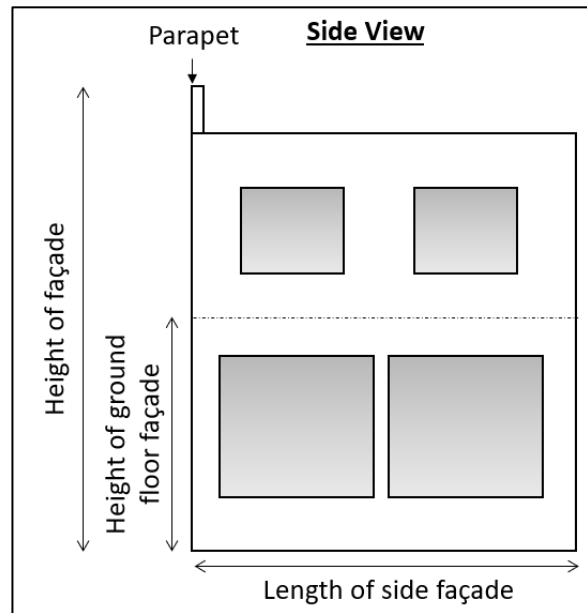


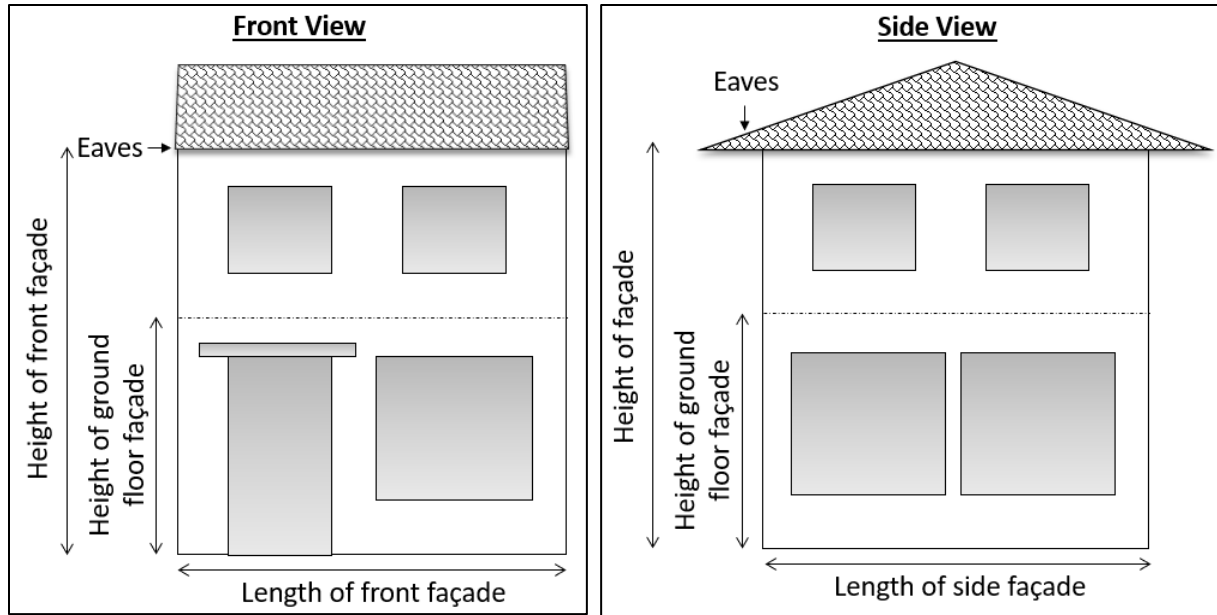
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2 *Front façade* means the vertical face of a building oriented along or toward the street to which  
 3 the building is addressed. The area of the front façade is calculated by multiplying the length of  
 4 the wall facing the street, as measured from edge to edge along the grade adjacent to the build-  
 5 ing, by the height of that same wall, as measured from the average grade adjacent to the build-  
 6 ing to the top of the parapet or eaves, whichever is less.



7





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2 *Governmental sign* means a sign which is erected by a governmental unit.

3 ~~*Ground sign* means a sign supported by structures or supports or upon the ground and not at-~~  
 4 ~~ached or dependent for support from any building.~~

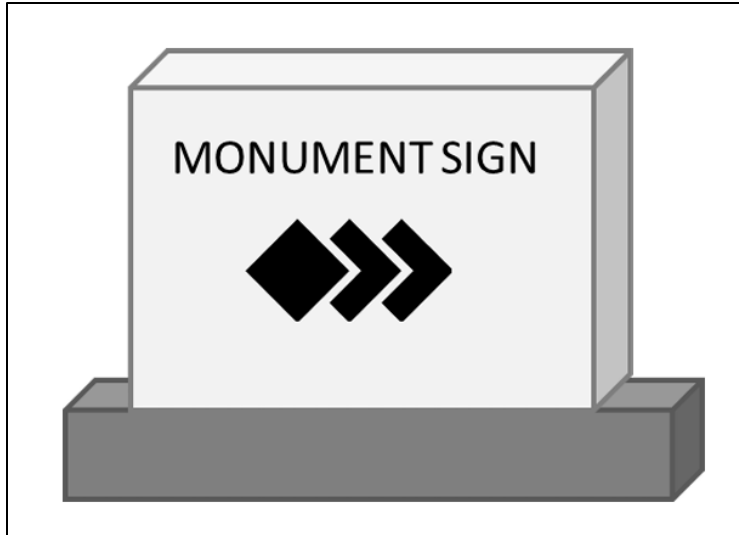
5 *Highway 10 Signage Overlay District* means a district for purposes of allowing additional sign-  
 6 age in a specified area due to limited visibility created by overpasses on Highway 10, described  
 7 as all commercially zoned property located within 750 feet of the centerline of Highway 10 be-  
 8 tween the eastern border of the City of Ramsey and the centerline of Llama Street. Parcels lo-  
 9 cated within the COR Zoning District are excluded from this overlay district, as sign regulations  
 10 for that district are located in a separate section of the City Code.

11 *Illuminated sign* means any sign which is illuminated by an artificial light source.

12 *Mansard* means a sloped roof or roof-like facade architecturally comparable to a building wall.

13 *Marquee* means a permanent roof-like structure of rigid materials supported by and extending  
 14 from the facade of a building.

15 *Monument sign* means a freestanding sign not supported by exposed posts or poles which is  
 16 architecturally designed and located directly at grade.



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2 *Motion sign* means any sign which revolves, rotates or has any moving parts.

3 *Nameplate/identification sign* means a sign which bears the name and/or address of the occu-  
4 pants of the building.

5 *Nonconforming sign, illegal*, means a sign which unlawfully existed prior to the adoption of the  
6 ordinance from which this chapter is derived.

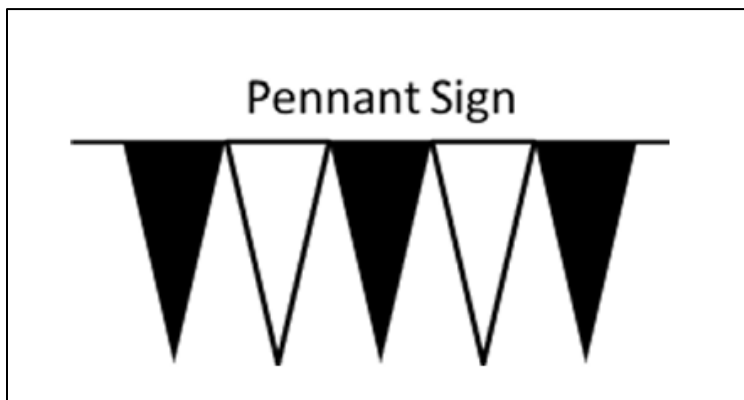
7 *Nonconforming sign, legal*, means a sign which lawfully existed prior to the adoption of the ordi-  
8 nance from which this chapter is derived, but does not conform to the newly enacted require-  
9 ments of this chapter.

10 *Obsolete Sign Copy* means an abandoned sign that no longer advertises or identifies a use con-  
11 ducted on the property on which said sign is erected.

12 *Off-premise sign Sign, advertising* means a sign which directs attention to a business, commod-  
13 ity, service, activity or entertainment not necessarily conducted, sold or offered upon the prem-  
14 ises where such sign is located.

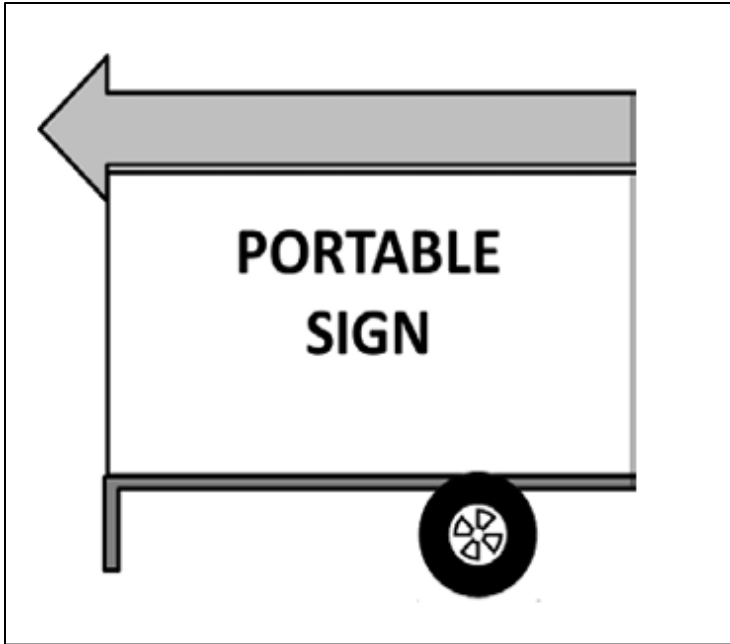
15 *Parapet* means a low protective wall along the edge of a roof.

16 *Pennants* means attention-getting devices which resemble flags and are of non-permanent pa-  
17 per, cloth or plastic-like consistency.

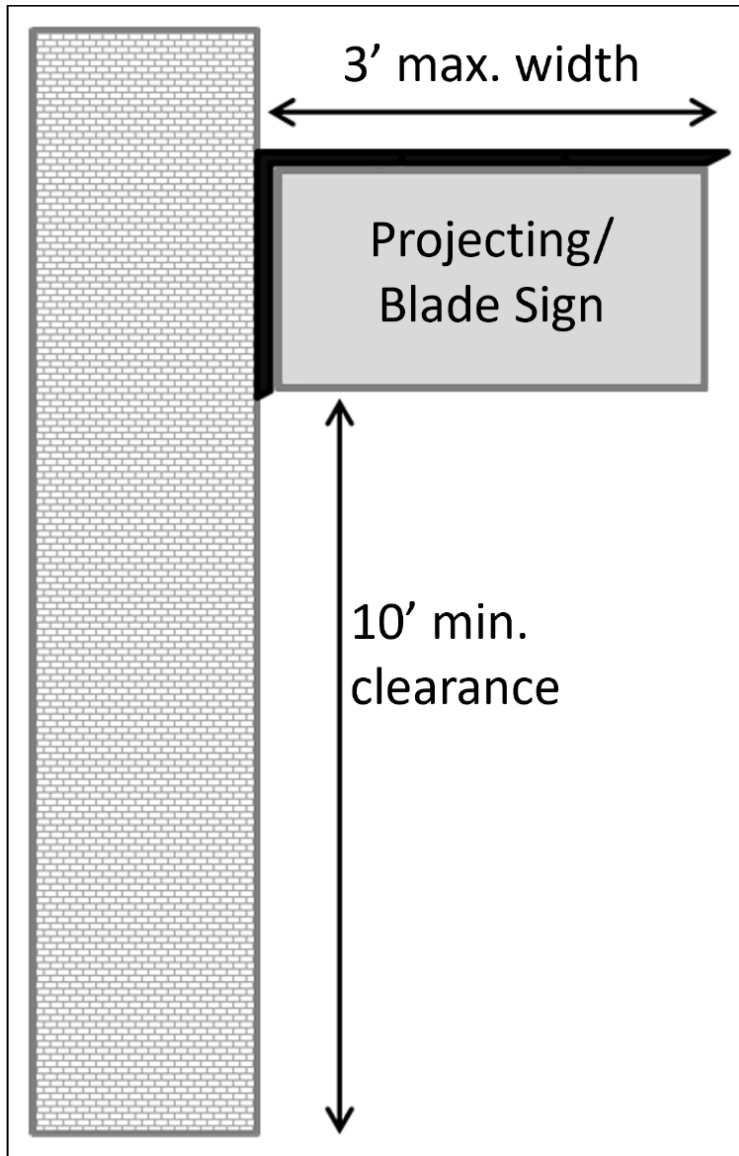


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- 1 *Permanent sign* means any sign which is not defined as a temporary sign.
  - 2 *Political sign* means a temporary sign used in connection with any local, state or national elec-
  - 3 tion or referendum, [as regulated by State law](#).
  - 4 *Portable sign* means any sign designed to be removed and not permanently affixed to the
  - 5 ground or a structure or a building.

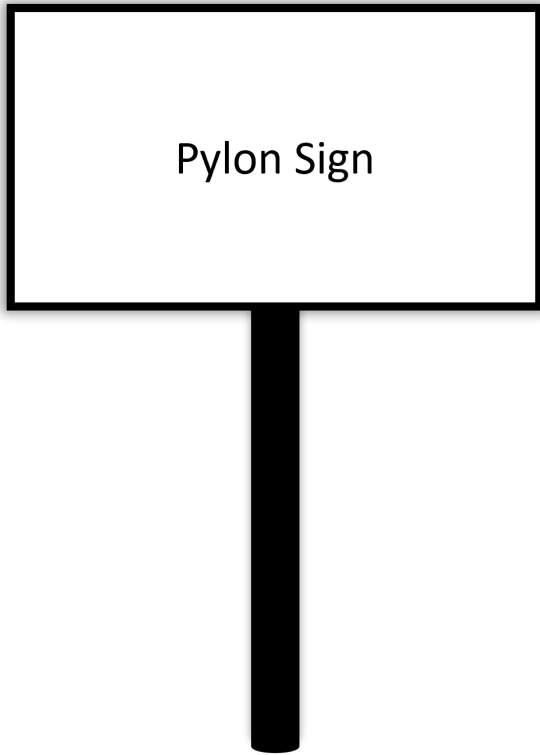


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- 7 [Principal business](#) means any commercial or industrial business operating on a property zoned
- 8 [for commercial or industrial land uses](#).
- 9 *Projecting sign (or blade sign)* means any sign, all or any part of which extends beyond the sur-
- 10 face of the building or wall by more than 16 inches.



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2 *Pylon sign* means any permanent, freestanding sign mounted on posts or columns.

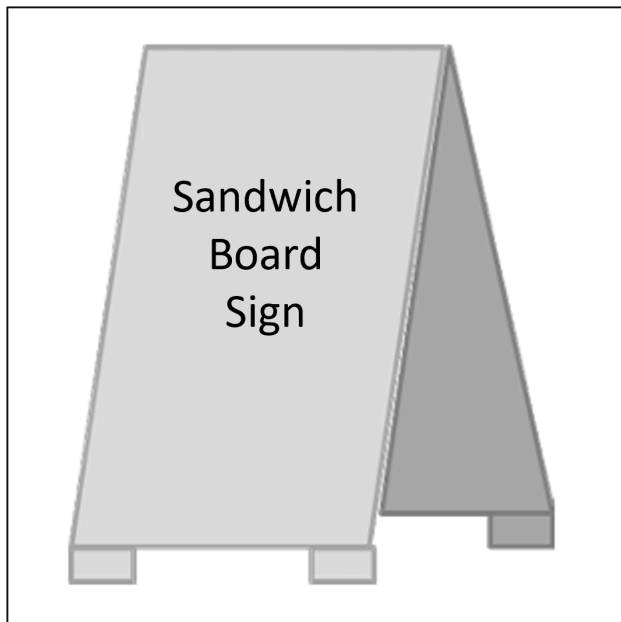


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2 *Raceway* means a separate structure attached to a wall upon which channel letters can be  
3 mounted.

4 *Roof sign* means any sign erected upon the roof of a structure to which it is affixed.

5 *Sandwich board signs* means a self-supporting, freestanding temporary sign with only two (2)  
6 sides that are situated adjacent to a business with the intent to attract pedestrian traffic to busi-  
7 nesses. Sandwich board signs are not meant to be read by vehicular traffic.



8

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1 *Sign* means any letter, word or symbol, device, poster, picture, statuary, reading matter, or rep-  
2 resentation in the nature of an advertisement, announcement, message or visual communica-  
3 tion, whether painted, posted, printed, affixed or constructed, which is displayed **outdoors to di-**  
4 **rect the attention of the public** for informative or communicative purposes. **Such communication**  
5 **located completely within an enclosed building and not exposed to view from a street shall not**  
6 **be considered a sign.**

7 *Sign area* means that area within the marginal lines of the surface which bears the advertise-  
8 ment, or in the case of messages, figures or symbols attached directly to any part of a building,  
9 that area which is included in the smallest geometric shape which can be made to circumscribe  
10 the message, figure or symbol displayed thereon. The stipulated maximum sign area for a free  
11 standing or ground sign refers to a single facing.

12 *Sign, maximum height of,* means the vertical distance measured from the grade to the top of  
13 such a sign.

14 *Sign, minimum height of,* means the vertical distance measured from the nearest finished grade  
15 to the lower limit of such sign.

16 *Street frontage* means the proximity of a parcel of land to one or more streets.

17 *Temporary sign* means a sign which is erected or displayed for a limited period of time. ~~and not~~  
18 ~~affixed to a Minnesota State Building Code approved structure.~~

19 *Wall sign* means any sign which is affixed to **or erected against** a wall of any building, **including**  
20 **signs with individual letters, box cabinets, channelized components, service bay identification**  
21 **signs, and signs on mansards.**

22 *Window sign* means a sign installed inside a window, or any sign placed within a building for the  
23 purpose of being visible from the public right-of-way. This does not include merchandise on dis-  
24 play.

25 Sec. 108-106 – Applicability and compliance.

26 **From and after the effective date of the ordinance from which this chapter is derived, the use of**  
27 **all signs in the city shall be in conformity with the provisions of this chapter and after the lawful**  
28 **issuance of all required permits.**

29 Sec. 108-110 – Administration.

30 The zoning administrator, **as defined in Section 106-105 of Ramsey City Code,** shall process  
31 applications for **sign** permits. The building official, **or their designee,** is empowered, upon  
32 presentation of proper credentials, to enter or inspect any building, structure, or parcel in the city  
33 for the purpose of inspection of a sign and its structural and electrical connections to ensure  
34 compliance with all applicable codes and ordinances.

35 Sec. 108-130 – Enforcement.

36 (1) Any violation of this chapter may be enjoined by the council through proper legal chan-  
37 nels.

38 (2) In case any sign or sign structure is proposed to be erected, reconstructed, altered, con-  
39 verted, maintained or used in violation of this chapter, the council, in addition to other

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1 remedies, may institute in the name of the city any appropriate action or proceeding to  
2 prevent, restrain, correct or abate such sign or sign structure, or to prevent, in or about  
3 such premises, any act, conduct, business, or use constituting a violation, as prescribed  
4 in chapter 2.

5 (3) Violation of any provision of this chapter is considered a misdemeanor. Each day a viola-  
6 tion continues shall constitute a separate offense.

7 (4) Appeals are provided in the same manner as prescribed in chapter 2.

8 (5) The City will remove any signs in the public right-of-way, or erected without permission  
9 from the property owner.

10 ~~(6) When, in the opinion of the zoning administrator, a violation of this Code exists, the zon-~~  
11 ~~ing administrator shall issue a written order to either the owner of the sign, or the owner~~  
12 ~~of the property, or tenant leasing the property, on which the sign is placed. The order~~  
13 ~~shall specify those sections of this Code involved, describe the violation and shall direct~~  
14 ~~that the violation be corrected within five days from the date of the order, unless other-~~  
15 ~~wise specified by the zoning administrator. If the violation is not corrected, the violation~~  
16 ~~will be penalized through the administrative citation or removal, whichever is appropriate.~~

17 (7) If the zoning administrator or building official finds that a sign is abandoned ~~or an obso-~~  
18 ~~lete sign copy that no longer advertises or identifies a use conducted on the property,~~ or  
19 is structurally or electrically defective, or in any way endangers the public, the zoning ad-  
20 ministrator or building official shall issue a written order to the owner of the sign and oc-  
21 cupant of the premises stating the nature of the violation and requiring repair or removal  
22 of the sign ~~within 90 days of the use ceasing operations on the property, or within 60~~  
23 ~~days after written notification from the zoning administrator, whichever is sooner.~~ If the  
24 owner of the sign does not remit payment for such removal within ~~30~~ 60 days after re-  
25 moval of signs, the City may take whatever actions are allowed by law to collect such  
26 amount, including imposing a lien on the property upon which the sign is located.

27 (8) The zoning administrator may cause the removal of any illegal sign, any sign remaining  
28 after a business permanently closes, or any sign not properly maintained in cases of  
29 emergency, or after failure to timely comply with written orders for removal or repair. Af-  
30 ter removal or demolition of the sign, a notice shall be mailed to the sign owner and  
31 owner of the property where the sign was located stating the nature of the work and the  
32 date on which it was performed and demanding payment of the costs as certified by the  
33 zoning administrator together with an additional 50 percent for inspection and incidental  
34 costs.

35 ~~(9) If the amount specified in the notice is not paid within 30 days after mailing of the notice,~~  
36 ~~it shall become a lien against the parcel where the sign was located and shall be certi-~~  
37 ~~fied as an assessment against the property together with ten percent interest for collec-~~  
38 ~~tion in the same manner as the real estate taxes.~~

39 (10) The owner of the parcel upon which the sign is located shall be presumed to be the  
40 owner of all signs thereon unless facts to the contrary are brought to the attention of the  
41 zoning administrator.

42 (11) In case of emergency, the zoning administrator or building official may cause the imme-  
43 diate removal of a dangerous or defective sign without notice. Signs removed in this  
44 manner must present a hazard to the public safety as defined in the state building code.

45 Sec. 108-140 – Nonconformities.

46 (1) *Regulations.*

- 
- a. Notwithstanding any other provisions of this chapter, a legally established nonconforming permanent sign may continue, including through repair, replacement (including replacement of an individual panel for tenant turnover), restoration, maintenance, or improvement, but not including expansion, only in compliance with the provisions of this section.
  - b. Whenever a lawful nonconforming use of a sign is discontinued for a continuous period of one year, any future use of said sign shall be made to conform with the provisions of this chapter.
  - c. A legally established nonconforming sign must not resume if the sign is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no sign permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a sign permit in order to mitigate any newly created impact on adjacent property. Any subsequent sign shall be a conforming sign.

(2) *Expansion.*

- a. For purposes of this sign code, expansion means:
  - i. An increase to the sign area that increases the level of nonconformity;
  - ii. An increase to the height of the sign that increases the level of nonconformity;
  - iii. An increase to the dimensions of the sign cabinet or increase in the depth of the sign; or
  - iv. Removal of the sign and installation of the sign at a new location.
- b. A legally established nonconforming sign may not be expanded except to bring the sign into compliance with this sign code.

(3) *Creation of nonconformities by public action.*

- a. Where there exists as of the date of adoption of this section a conforming sign and a subsequent taking by a governmental body occurs under eminent domain or negotiated sale which renders such sign in violation of one or more provisions of this chapter, such sign becomes a legal non-conformity and may be used thereafter only in accordance with the provisions of this section.
- b. The planning commission may consider government taking as a practical difficulty used with a request for a variance to a setback regulation for pre-existing signs.

(4) Additional standards for nonconformities within the Mississippi River Corridor Critical Area Overlay District are found in section 106-910.

**Article II. Applications and procedures.**

Sec. 108-200 – Purpose.

The following sections set forth standards and regulations for permit requirements for all types of signage.

Sec. 108-210 – Permitted and prohibited signs.

All permanent signs shall obtain a permit prior to installation. The following table establishes whether a type of sign is allowed or prohibited, and further establishes the permitting requirements for allowed types of signs:

Allowed without a permit	Allowed with a permit	Allowed with a building permit	Prohibited
Replacement of a sign panel without modification of the sign cabinet	Wall, blade, and projecting signs (including box cabinet, channel letter, typeface on awnings and canopies, and business directory and area identification signs installed on walls)	Athletic field signs, including scoreboards installed inside or outside of a building	Attention-getting devices <del>Advertising device sign</del> except in accordance with the standards of this chapter
Flags	Freestanding pylon and monument signs under 7 feet in height	Freestanding pylon and monument signs equal to or over 7 feet in height	Whirling devices, searchlights, streamers, balloons, and other gas-filled figures, except in accordance with the standards of this chapter
Fuel pump island identification signs	Directional signs		Bench signs.
Pennants	Menu boards		Flashing <del>or scrolling</del> signs, devices, and lights
Service bay identification signs	Typeface on awnings and canopies		Motion signs
Window signs <del>not exceeding 30 percent of the window area</del>	Banners		Portable signs, except in accordance with the standards of this chapter
Holiday decorations temporarily displayed on traditionally accepted civic, patriotic, or religious holidays	Temporary signs (including sandwich board signs, feather signs)		Roof signs
Interior signs which are fully located within the interior of any building, athletic field or stadium, or within an enclosed lobby or court of any building, or in the lobby or entrance of any theater which are intended solely for information relating to the interior operation of the building in	Real estate and construction signs		Signs on parked vehicles

which they are located			
Memorial plaques or tablets, grave markers, statutory, or other remembrances of persons or events that are noncommercial in nature			Signs on trees and utility poles
On-premises address or nameplate identification signs having a sign area of 4 square feet or less			Signs painted on walls
Noncommercial speech signs, as exempted in Minnesota Statutes.			Signs which imitate traffic control devices
			Billboards and off-premises digital billboard signs, except in accordance with the standards of this chapter
<p>Note 1: any type of signage not listed above is deemed prohibited.</p> <p>Note 2: all types of signage listed in this table must follow all applicable standards, regardless if a permit is required for installation.</p> <p>Note 3: this table only applies to requirements for sign and building permits. Separate electrical permits may still be required.</p>			

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2 Sec. 108-220 – Permitting requirements for temporary signs.

3 All temporary signs requiring a permit must submit a sign permit application with the following  
4 information:

5 (1) The names, addresses, email addresses, and telephone numbers of the following parties:  
6

- 7 a. The applicant,
- 8 b. The owner of the parcel on which the sign is to be erected or affixed,
- 9 c. The owner of the sign, and
- 10 d. The person to be erecting or affixing the sign.

11 (2) Address of the property where the sign will be installed.

12 (3) Type of sign.

13 (4) Dimensions of the sign.

14 (5) Height of the sign.

15 (6) Duration of sign placement.

16 (7) A scaled site plan showing the proposed sign location, existing signs located on the sub-  
17 ject property, nearby buildings and structures, public streets, rights-of-way, public ease-  
18 ments, and property lines.

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1 (8) Detailed schematics of the sign, including plans and specifications for the method of  
2 construction and attachment to the ground.

3 Sec. 108-230 – Permitting requirements for permanent signs allowed with a permit.

4 All permanent signs requiring a permit must submit a sign permit application with the following  
5 information:

6 (1) Wall signs, including banners, blade/projecting signs, typeface on awnings and cano-  
7 pies, and all business directory signs, area identification signs, and menu boards in-  
8 stalled on walls.

9 a. The names, addresses, email addresses, and telephone numbers of the follow-  
10 ing parties:

- 11 i. The applicant,
- 12 ii. The owner of the parcel on which the sign is to be erected or affixed,
- 13 iii. The owner of the sign, and
- 14 iv. The person to be erecting or affixing the sign.

15 b. Address and location of the property where the sign will be installed.

16 c. Type of sign (box cabinet, channel letter, etc.).

17 d. Dimensions of the sign.

18 e. Dimensions of the wall to which the sign will be attached.

19 f. Placement of the sign on the wall to which it will be attached.

20 g. Height of the sign.

21 h. Detailed schematics of the sign, including plans and specifications for the method  
22 and materials of construction and attachment to the building.

23 i. Detailed specifications of sign illumination, including the source and type of illu-  
24 mination, wattage, and any light shields and shades.

25 (2) Freestanding signs under 7 feet in height, including directional signs, freestanding menu  
26 boards, and real estate and construction signs.

27 a. The names, addresses, email addresses, and telephone numbers of the follow-  
28 ing parties:

- 29 i. The applicant,
- 30 ii. The owner of the parcel on which the sign is to be erected or affixed,
- 31 iii. The owner of the sign, and
- 32 iv. The person to be erecting or affixing the sign.

33 b. Address and location of the property where the sign will be installed.

34 c. Type of sign (pylon or monument).

35 d. Dimensions of the sign.

36 e. Height of the sign.

37 f. A scaled site plan showing the proposed sign location, existing signs located on  
38 the subject property, nearby buildings and structures, public streets, rights-of-  
39 way, public easements, and property lines.

40 g. Detailed schematics of the sign, including plans and specifications for the method  
41 and materials of construction and attachment to the ground.

42 h. Detailed specifications of sign illumination, including the source and type of illu-  
43 mination, wattage, and any light shields and shades.

44 Sec. 108-240 – Permitting requirements for permanent signs allowed with a building permit.

1 All permanent signs requiring a building permit must submit a sign permit application with the  
2 following information:

3 (1) Freestanding signs equal to or over 7 feet in height.

- 4 a. The names, addresses, email addresses, and telephone numbers of the follow-  
5 ing parties:
  - 6 i. The applicant,
  - 7 ii. The owner of the parcel on which the sign is to be erected or affixed,
  - 8 iii. The owner of the sign, and
  - 9 iv. The person to be erecting or affixing the sign.
- 10 b. Address and location of the property where the sign will be installed.
- 11 c. Type of sign (pylon or monument).
- 12 d. Dimensions of the sign.
- 13 e. Height of the sign.
- 14 f. A lot survey showing the proposed sign location, existing signs located on the  
15 subject property, nearby buildings and structures, public streets, rights-of-way,  
16 public easements, and property lines.
- 17 g. Detailed schematics of the sign.
- 18 h. Detailed specifications of sign illumination, including the source and type of illu-  
19 mination, wattage, and any light shields and shades.
- 20 i. Construction documents showing the dimensions, materials, and required details  
21 of construction including loads, stress, and anchors. These documents shall be  
22 signed and stamped by a licensed design professional.

23 Sec. 108-250 – Electrical permit requirements.

24 All electronic messaging centers and illuminated signs must obtain an electrical permit, in ac-  
25 cordance with Minnesota Electrical Code. Required electrical permits are in addition to any  
26 other permitting requirements set forth in this chapter.

27 Sec. 108-260 – Permit fees.

28 A set fee established by an annual fee schedule shall be paid to the city at the time the sign per-  
29 mit application is made.

30 **Article III. Standards and regulations.**

31 Sec. 108-300 – Purpose.

32 The following sections set forth standards and regulations for allowable sign types applicable in  
33 all zoning districts.

34 Sec. 108-301 – Bulk standards.

35 Minimum and maximum dimensional standards for signs for each zoning district are established  
36 in the following table:

	MR, RR, R-1A, R-1B, R-1C, R-2	R-3, COR-4A, COR-4B, COR-4C	B-1, B- 2, B-3	I-1, I-2	COR-1, COR-3	COR-2, COR- 2B	PI, P, CL, PUD
	Residential uses	Nonresidential uses					

<i>Wall, blade, and projecting signs (including box cabinet, channel letter, typeface on awnings and canopies, and business directory and area identification signs installed on walls)</i>								
Maximum sign area	Only per Home Occupation standards in Section 106-425(2)	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade
Maximum size of an individual sign	Only per Home Occupation standards in Section 106-425(2)	15% of the front façade	<del>50</del> 100 square feet	15% of the front façade	15% of the front façade	<del>50</del> 100 square feet	<del>50</del> 100 square feet	15% of the front façade
Maximum height	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less	Height of the parapet or eaves, whichever is less
Sign placement	Only per Home Occupation standards in Section 106-425(2)	Any building façade	Any building façade	Any building façade	Any building façade	Any building façade, with at least 50% a portion on the ground floor above or adjacent to the tenant entrance	Any building façade, with at least 50% a portion on the ground floor above or adjacent to the tenant entrance	Any building façade
Are box cabinet signs allowed?	No	No	No	Yes	Yes	No	No	Yes
Are blade or projecting signs allowed?	No	No	Yes	<del>No</del> Yes	<del>No</del> Yes	Yes	Yes	<del>No</del> Yes

1

	MR, RR, R-1A, R-1B, R-1C, R-2	R-3,	B-1, B-2, B-3	I-1, I-2	COR-1, COR-3		PI, P, CL, PUD
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	Residential uses	Nonresidential uses	COR-4A, COR-4B, COR-4C				COR-2, COR-2B	
<i>Freestanding signs (monument and pylon)</i>								
Maximum sign area*	Not allowed	32 square feet per face; 64 square feet total	6 32 square feet per face; 64 square feet total	100 square feet per face; 200 square feet total	100 square feet per face; 200 square feet total	6 32 square feet per face; 64 square feet total	6 32 square feet per face; 64 square feet total	100 square feet per face; 200 square feet total
Maximum height*	Not allowed	6 feet	6 feet	25 feet	25 feet	6 feet	6-25 feet	25 feet
Maximum number of signs per parcel	Not allowed	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage
Are pylon signs allowed?	No	Yes	No	Yes	Yes	No	Yes	Yes

\*Note: Some parcels within the Highway 10 Signage Overlay District have larger maximum sign area and height regulations. Refer to the Performance Standards section for these standards.

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	MR, RR, R-1A, R-1B, R-1C, R-2		R-3, COR-4A, COR-4B, COR-4C	B-1, B-2, B-3	I-1, I-2	COR-1, COR-3	COR-2, COR-2B	PI, P, CL, PUD
	Residential uses	Nonresidential uses						
<i>Freestanding area identification and business directory signs (monument and pylon)</i>								
Maximum sign area*	32 square feet per face; 64 square feet total	32 square feet per face; 64 square feet total	6 32 square feet per face; 64 square feet total	100 square feet per face; 200 square feet total	100 square feet per face; 200 square feet total	6 32 square feet per face; 64 square feet total	6 32 square feet per face; 64 square feet total	100 square feet per face; 200 square feet total
Maximum height*	6 feet	6 feet	6 feet	25 feet	25 feet	6 feet	6-25 feet	25 feet
Maximum number of signs per parcel	1 per vehicular access to a development	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage	1 per street frontage

Are pylon signs allowed?	No	Yes	No	Yes	Yes	No	Yes	Yes
*Note: Some parcels within the Highway 10 Signage Overlay District have larger maximum sign area and height regulations. Refer to the Performance Standards section for these standards.								

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Sec. 108-302 – Performance standards.

(1) General performance standards.

- a. The following performance standards apply in addition to the specific performance standards for a specific type of sign.
  - i. No sign other than governmental signs shall be erected or temporarily placed within any street, public right-of-way, or any public easement, except for directional signs as specified within this chapter.
  - ii. No sign shall interfere with the ability of drivers and pedestrians to see any street or highway sign, or any traffic sign or signal, or any crossroad or crosswalk.
  - iii. No sign shall distract drivers nor offer any confusion to any street or highway, sign, or any traffic sign or signal.
  - iv. No sign shall extend over any lot line.
  - v. No sign shall be located within 15 feet of any point of vehicular access from a parcel to a public roadway.
  - vi. All signs must be located fully on private property, with the permission of the property owner. It is the property owner’s responsibility to locate property lines to ensure compliance with this section.

(2) Wall signs.

- a. For a sign which is framed, outlined, or otherwise prepared and intended to provide a background for a sign display, the sign face area and dimensions shall include the entire portion within such background or frame.
- b. For a sign comprised of individual letters, figures, or elements on a wall or similar surface of the building or structure, the area and dimensions of the sign face shall encompass the total area of each letter, figure, or element used in the sign.
- c. For wall signs that utilize backer boards as a design element, the backer board should only be used to the extent needed for supporting the sign.
- d. All wall signs designed to be affixed flat against an exterior wall or raceway shall not project more than 16 inches from the wall to which the sign is affixed.
- e. Buildings with two or more tenants shall proportionately distribute allowable wall signage to each tenant, based on the percentage of the façade occupied by each tenant.
- f. Wall signs may be internally or externally illuminated, provided that the light source is not visible or exposed on the face or sides of the characters.
- g. Building directory signs attached to an exterior wall count toward allowable wall signage.
- h. Signage attached to a motor fuel station canopy counts toward allowable wall signage.

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- 1 i. Wall signs are not allowed on any of the following uses in any zoning district, ex-  
2 cept those explicitly allowed in accordance with home occupation performance  
3 standards in Section 106-425(2) of City Code:  
4 i. single-family detached dwellings,  
5 ii. detached townhome dwellings (including villas, cottage homes, and the  
6 like),  
7 iii. attached townhouse dwellings,  
8 iv. two-family attached dwellings,  
9 v. accessory dwelling units (ADUs),  
10 vi. any detached accessory structure built in conjunction with any of the uses  
11 listed in Items i-v in this section above.

12 (3) Projecting and blade signs.

- 13 a. The total area of each sign face counts toward the allowable area for wall sign-  
14 age.  
15 b. Each face of the projecting or blade sign must not exceed 32 square feet in area.  
16 c. Projecting signs must not exceed 3 feet in width.  
17 d. All projecting and blade signs must maintain a minimum vertical clearance of 10  
18 feet between the ground and the sign's lowest edge.  
19 e. Projecting and blade signs may be internally or externally illuminated, provided  
20 that the light source is not visible or exposed on the face or sides of the charac-  
21 ters.

22 (4) Awnings and canopies.

- 23 a. The area of all typeface applied to awnings and canopies, including all letters,  
24 numbers, symbols, and logos, counts toward the allowable area for wall signage.

25 (5) Marquees

- 26 a. The total sign area and placement of marquees must follow the same standards  
27 as wall signs.  
28 b. Marquees may be internally or externally illuminated, provided that the light  
29 source is not visible or exposed on the face or sides of the characters.

30 (6) Freestanding signs.

- 31 a. Signs may be shared and combined at areas of shared entrances, cross-access  
32 easements and/or street frontages for multiple users. A written agreement or a  
33 signed leasing document must be provided to City staff alongside a permit appli-  
34 cation to ensure all parties utilizing the shared sign are permitted to do so on the  
35 subject property by the property owner. Shared freestanding signs installed in  
36 lieu of a standalone freestanding sign, including monument and pylon signs, shall  
37 not exceed 150 square feet per sign face and shall not exceed 300 square feet in  
38 total sign face area.  
39 b. Freestanding building directory signs count toward allowable freestanding sign-  
40 age.  
41 c. Any freestanding sign within 25 feet of any street right-of-way lines or driveway  
42 entrances shall have vertical clearance for proper visibility by motorists on all af-  
43 fected roadways.  
44 d. No freestanding sign may be constructed or installed upon a property that does  
45 not have a principal structure.  
46 e. Signs affixed to knee walls, retaining walls, or similar structures count toward al-  
47 lowable freestanding signage.

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- 1 f. Scoreboards shall be permitted on properties used for recreational purposes.
- 2 g. Freestanding signs may be internally or externally illuminated, provided that the
- 3 lighting meets all standards in Section 106-310 of City Code.
- 4 h. Freestanding signage within the B-1, B-2, B-3, I-1, or I-2 zoning districts and
- 5 within the Highway 10 Signage Overlay District, as defined in Section 106-970 of
- 6 City Code, can be constructed with the following standards:
- 7 i. Maximum sign area: 150 square feet per face; 300 square feet total
- 8 ii. Maximum height: 75 feet
- 9 i. Monument signs.
- 10 i. In the COR, the signboard shall be constructed of wood, acrylic, alumi-
- 11 num or metal and shall be architecturally compatible with the style, com-
- 12 position, materials, colors and details of the building.
- 13 ii. In all districts outside of the COR, the signboard shall be constructed of
- 14 durable materials and shall be architecturally compatible with the building.
- 15 j. Pylon signs.
- 16 i. In the COR, the signboard and base of the pylon shall be constructed with
- 17 wood, acrylic, aluminum or metal and shall be architecturally compatible
- 18 with the style, composition, materials, colors and details of the building.
- 19 ii. In all districts outside of the COR, the signboard and pylon shall be con-
- 20 structed of durable materials and shall be architecturally compatible with
- 21 the building.
- 22 (7) Window signs.
- 23 a. Window signs include signs located within any glass along the exterior of a build-
- 24 ing, or otherwise intentionally designed to be seen on the exterior of a building.
- 25 This includes signs placed on doors, storefront, and clerestory windows.
- 26 b. ~~Window signs shall not exceed the following maximum standards:~~
- 27 ~~i. Maximum sign area:~~
- 28 ~~1. All uses in the Residential, Business, Industrial, COR-2, COR-2B,~~
- 29 ~~PI, P, CL, and PUD zoning districts: no more than 30% of the win-~~
- 30 ~~down area.~~
- 31 ~~2. All uses in the COR-1, COR-3, COR-4A, COR-4B, and COR-4C~~
- 32 ~~zoning districts: no more than 10% of the window area or 4 square~~
- 33 ~~feet, whichever is less, and no more than 1 window sign per build-~~
- 34 ~~ing.~~
- 35 c. Window signs are allowed without permits, as long as they are kept in good con-
- 36 dition and installed on the interior side of a window.
- 37 d. Signs showing the hours of operation for a business are exempt from window
- 38 sign requirements.
- 39 e. No electronic messaging center signs, internally illuminated signs, or other inter-
- 40 nally illuminated attention-getting devices may be placed in any window, except
- 41 for the following:
- 42 i. signs showing whether a business is open or closed,
- 43 ii. signs showing the hours of operation for a business.
- 44 (8) Menu boards.
- 45 a. Menu boards are intended to list products or services available for purchase at a
- 46 business, through a drive-through lane, or through a walk-up window (ex. Food
- 47 and beverages offered at restaurants; services offered at car washes; etc.).

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- 1 b. Menu boards may be internally or externally illuminated, provided that the light  
2 source is not visible or exposed on the face or sides of the characters.
- 3 c. Menu boards may be freestanding or attached to an exterior wall.
- 4 d. Menu boards must be one-sided.
- 5 e. Menu boards adjacent to walk-up windows or business entrances must not ex-  
6 ceed 3 square feet in size
- 7 f. Drive-through lanes may have up to 50 square feet in menu board area. The al-  
8 lowable area can be used in one sign or divided into multiple signs, as long as  
9 the cumulative total does not exceed 50 square feet per drive-through lane.
- 10 g. All menu boards must not exceed 6 feet in height.
- 11 h. Menu boards adjacent to drive-through lanes may utilize electronic messaging  
12 centers, provided that all standards are met for both menu boards and electronic  
13 messaging centers.
- 14 i. Temporary signs shall not be attached to menu boards, nor shall menu boards  
15 be designed to allow for temporary signs to be attached for special promotions,  
16 events, or any other reason.
- 17 j. ~~No advertising messages are allowed.~~
- 18 ~~Wall-mounted building directory signs. (Standards combined with Wall Signs.)~~
- 19 k. ~~Building directory signs are intended to list all tenants of the building to which the~~  
20 ~~sign is affixed.~~
- 21 l. ~~Building directory signs may be internally or externally illuminated.~~
- 22 m. ~~Building directory signs shall not project more than 6 inches from the building~~  
23 ~~wall.~~
- 24 n. ~~All letters, numbers, symbols, and logos on the building directory shall not ex-~~  
25 ~~ceed 12 inches in height.~~
- 26 (9) Directional signs.
- 27 a. Directional signs are intended to guide pedestrian, vehicular, and freight traffic  
28 through parking lots to building entrances, drive-through lanes, loading zones,  
29 docks, or other similar destinations within a development.
- 30 b. Directional signs must not exceed 4 square feet in sign area, with at least 50 per-  
31 cent of the sign area dedicated to the directional message.
- 32 c. Directional signs must not exceed 6 feet in height, unless they are affixed to  
33 other required infrastructure (such as light poles) to uniquely identify a portion of  
34 a parking lot for navigational purposes.
- 35 d. Directional signs ~~must not~~ may be placed within a public easement, provided that  
36 any sign constructed within an easement is subject to removal at the property  
37 owner's expense in the event work in the easement is needed.
- 38 e. The total number of directional signs shall not exceed the number of parking lot  
39 entrances plus the number of drive aisles within the parking lot.
- 40 (10) Service bay identification signs.
- 41 a. Each service bay may have one identification sign on the outermost wall of any  
42 principal building adjacent to a service bay entrance.
- 43 b. If the identification sign only includes a number to identify the door or service  
44 bay, it shall not count toward the allowable wall sign area for the building.
- 45 c. If the identification sign includes any information in addition to a number, such as  
46 a product, service, brand name, or other information, it shall count toward the al-  
47 lowable wall sign area for the building.

1 (11) Fuel pump island identification signs.

- 2 a. All fuel pumps shall display the following information:
- 3 i. The type of service offered
- 4 ii. The price of gasoline, diesel, ethanol, or other product sold and dis-
- 5 pensed at the fuel pump
- 6 iii. General direction to customers using the fuel pump
- 7 iv. Other relevant information pertaining to the facility.
- 8 b. The sign area counts toward the maximum allowable sign area for the parcel on
- 9 which it is located.

10 (12) Electronic messaging centers.

- 11 a. Electronic messaging centers can be used as all or part of any allowable free-
- 12 standing or wall sign in the Business, Industrial, COR, PUD, Public/Institutional,
- 13 Parks, and Closed Landfill zoning districts. Electronic messaging centers are not
- 14 allowed in Residential zoning districts, except in conjunction with the following
- 15 principal uses:
- 16 i. Assisted living, memory care, and nursing home facilities.
- 17 ii. Multiple-family and/or senior living dwellings.
- 18 iii. Governmental or public facilities or utilities.
- 19 iv. Religious institutions.
- 20 b. All electronic messaging centers shall meet the following display standards:
- 21 i. No sign may be brighter than is necessary for clear and adequate visibil-
- 22 ity, or that it interferes with the effectiveness of a traffic sign or signal, or
- 23 that it distracts a driver from motor vehicle operation.
- 24 ii. All electronic messaging centers shall be equipped with a mechanism that
- 25 automatically adjusts the brightness to ambient lighting conditions (e.g.,
- 26 dusk).
- 27 iii. The display shall not change more than once every 3 7 seconds.
- 28 iv. The display shall not include animations, flashing ~~or scrolling~~ text, full-mo-
- 29 tion video, special effects, or other non-static images. Scrolling text is al-
- 30 lowed, provided that scrolling may not occur at a rate faster than one
- 31 word per second, where words contain an average of five characters
- 32 each.
- 33 v. The display must be one static image at a time, and the transition from
- 34 one display to another must be instantaneous without special effects.
- 35 ~~Subtle transition animations shall be allowed.~~
- 36 vi. The electronic messaging center must be designed and equipped to
- 37 freeze on one display if a malfunction occurs. The electronic messaging
- 38 center must also be equipped with a means to immediately discontinue
- 39 the display if it malfunctions, and the sign owner must immediately stop
- 40 the dynamic display when notified by the city that it is not complying with
- 41 the standards of this section.

42 (13) Temporary signs.

- 43 a. A sign is considered temporary if it is not intended to remain on the property per-
- 44 manently and has not received a permanent sign permit and/or is not intended to
- 45 be constructed per the state building code.
- 46 b. *Duration.* Temporary signs shall be permitted for up to six weeks per year per
- 47 parcel, or per business on multitenant business parcels. The six-week limit may

1 be extended up to four weeks if there have been no sign violations in the past  
2 year by the entity who erects the sign.

- 3 i. *Temporary Highway 10 construction provision (city-wide)*. The timeframes  
4 described above shall be permitted up to 12 weeks and may be extended  
5 in eight-week periods if there have been no sign violations in the past  
6 year by the entity who erects the sign and if the sign is in good repair.

7 This temporary provision expires on December 31, 2025.

- 8 c. *Location*. Temporary signs must be located fully on private property **on which the  
9 business is located**, with the permission of the property owner. The city will re-  
10 move any signs in the public right-of-way, or erected without permission from the  
11 property owner. **Off-premise temporary signs are only allowed in conjunction with  
12 a special event permit.**

- 13 d. *Number*. All properties are limited to two temporary signs per parcel. In locations  
14 where there are multiple businesses on one parcel (a multitenant facility), three  
15 signs are permitted.

- 16 e. *Size*. Temporary signs shall be limited to 50 square feet in size.

- 17 f. *Height*. **Freestanding temporary signs shall not exceed 7 feet in height, unless  
18 specifically regulated elsewhere in this section.**

- 19 g. ~~*Permits and fees*. All temporary signs shall be required to obtain a temporary  
20 sign permit. The temporary sign permit application shall specify the exact times  
21 and dates the temporary sign is to be erected, the size of the sign, the location of  
22 the sign, contact information, and other information deemed necessary by the  
23 zoning administrator to determine that the temporary sign is erected within appli-  
24 cable code. The temporary sign permit shall be clearly displayed on the tempo-  
25 rary sign. The fee for the temporary sign permit shall be established by ordinance  
26 as part of the rates and charges. The fee shall only be collected for the first per-  
27 mit per parcel or per business in a multi-tenant facility. The provisions of this divi-  
28 sion apply to all temporary signs, and appropriate penalties for violations will be  
29 assessed, as outlined herein.~~

- 30 i. ~~*Exemptions from temporary sign permit*. Signs less than 15 square feet in  
31 size and all temporary signs in residential districts (R-1, R-2, and R-3) are  
32 exempt from temporary sign permitting requirements.~~

- 33 h. *Maintenance*. All temporary signs must be securely anchored and maintained in  
34 good repair, including replacement or removal when weather damage is evident.  
35 The zoning administrator, or his designee, shall have the authority to identify and  
36 notify property owners and/or occupants of the parcel on which the temporary  
37 sign has been determined to be in violation of this Code. Failure to remove or re-  
38 place the temporary sign within ten days of notification shall be sufficient cause  
39 for the zoning administrator or his designee to remove said temporary sign. The  
40 property owner shall be billed for all costs incurred by the city in administering  
41 this subdivision.

- 42 i. *Temporary electronic messaging centers*. Temporary electronic messaging cen-  
43 ters are only permitted in accordance with a special event permit. Permitted tem-  
44 porary **electronic messaging centers** may consist of dynamic display, provided all  
45 standards **for electronic messaging centers** are complied with.

- 46 j. *"A" frame or sandwich board signs*. **"A" frame or sandwich board signs are pro-  
47 hibited in all non-COR zoning districts.** "A" frame or sandwich board signs are

permitted within all COR zoning districts, provided that the following standards are met:

- i. One sandwich board sign is permitted per business, **leasing office, or standalone commercial use**, to be placed within 5 feet of its main entrance.
  - ii. Sandwich board signs **shall only be** displayed during the **hours of operation for the business, leasing office, or commercial use**, and the sign must be **removed from the outdoor environment** daily.
  - iii. Sandwich board signs shall be no more than 2 feet wide and 3 feet tall, **and shall not exceed 6 square feet per sign face area**.
  - iv. Sandwich board signs must leave a minimum of 5 feet of clearance for pedestrian access if placed on a public or private sidewalk. Sandwich board signs **must** not hinder the ability of **pedestrians to access building entrances, ADA parking stalls or loading spaces**, or vehicles parked at the curb. **Sandwich board signs must also not hinder vehicular traffic patterns or sight triangles at intersections or driveways**.
  - v. Acceptable materials for sandwich board signs shall include the following: metal, wood, **durable plastic designed to be weighed down internally**, synthetic materials such as a chalk board or whiteboard. Sandwich board signs shall not be illuminated, nor shall they contain moving parts, or have balloons, streamers, stringers, pennants or similar adornments attached to them. Sandwich board signs shall be maintained in a good appearance at all times.
  - vi. No sandwich board sign shall be secured, tethered or installed on traffic devices, utility equipment, street furniture, street lights, or any other public fixture.
  - vii. Sandwich board signs are temporary signs **and shall count toward the allowable temporary signage for the parcel on which it is placed, or to which it is adjacent, if placed in the public right-of-way**.
- k. *Pennants*. The use of pennants is permitted in any commercial district provided the pennants **comply with all standards in this section. ~~are securely anchored and maintained in good repair, including replacement or removal when weather damage is evident. The zoning administrator, or his designee, shall have the authority to identify and notify property owners and/or occupants of the parcel on which the pennants have been determined to be in violation of this Code. Failure to remove or replace the pennants within ten days of notification shall be sufficient cause for the zoning administrator or his designee to remove said pennants. The property owner shall be billed for all costs incurred by the city in administering this subdivision.~~**
- l. *Banners*. The use of banners is permitted in any commercial district as permanent wall signage provided the banner **complies with all standards in this section. ~~is securely anchored and maintained in good repair, including replacement or removal when weather damage is evident.~~** The square footage dedicated to banners is limited to 50 percent of the total square footage allowance for wall signs. Facilities choosing to utilize wall banners in addition to other permanent wall signage shall be required to obtain a separate sign permit for the maximum square footage allowed for banners and payment of the permanent sign fee.

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- 1 m. *Feather signs.* The use of feather signs is permitted in any commercial district  
2 provided that the feather sign complies with all standards in this section. The  
3 height of feather flags shall not exceed 7 feet. Feather signs that use spike bases  
4 that anchor to the ground shall not be placed within utility easements.
  - 5 n. *Flags.* The display of flags shall be permitted in all districts. However, the total  
6 square footage area of any flags used as advertising copy or as attention getting  
7 devices for commercial purposes shall be considered as permanent signage and  
8 counted towards the total allowable sign area permitted by this section for the  
9 parcel on which the flag is displayed. Flag height is restricted to 25 feet.
  - 10 o. *Real estate and leasing signs.* One temporary real estate or leasing sign con-  
11 structed of durable materials located on the premises is permitted for sale or  
12 lease of a building or vacant lot for each street frontage, provided such sign does  
13 not exceed 32 square feet in area.
  - 14 p. *Construction signs.* One temporary construction sign constructed of durable ma-  
15 terials located on the premises is permitted on each street frontage of a develop-  
16 ment under construction, provided such sign does not exceed 32 square feet in  
17 area.
  - 18 q. *Other temporary signs and attention-getting devices.* Balloons, gas filled figures,  
19 streamers, whirling devices and revolving searchlights or any such attention-get-  
20 ting device that is not specifically a sign may be permitted up to four weeks per  
21 year, for one week at a time. Each one-week period may be consecutive, pro-  
22 vided that the attention-getting device complies with all applicable codes.

23 Sec. 108-303 – Construction and maintenance standards.

24 All signs shall comply with the construction and maintenance standards set forth in this section.

- 25 (1) *Construction design.* All signs shall be designed to withstand wind and seismic loads in  
26 accordance with the latest City-adopted edition of the Minnesota State Building Code
- 27 (2) *Attachments.* All signs attached to masonry, concrete or steel shall be safely securely  
28 fastened by means of metal anchors, bolts or approved expansion screws sufficient in  
29 size and anchorage to safely support the loads applied.
- 30 (3) *Clearance.* All signs and their supporting structures shall maintain clearance and non-  
31 interference with all surface and underground facilities and conduits for water, sewage,  
32 gas, electricity, or communications equipment or lines. In addition, the placement of all  
33 signs and their supporting structures shall not interfere with natural or artificial drainage  
34 or surface or underground water. Additionally, all signs shall be located in such a way  
35 that they maintain horizontal and vertical clearance of all electrical power lines and com-  
36 munication lines.
- 37 (4) *Maintenance.*
  - 38 a. The surface and structure of all signs must be kept refinished as necessary to  
39 prevent the sign surface from becoming unkempt in appearance. The zoning ad-  
40 ministrator shall use the following guidelines to determine if the sign is unkempt:  
41 evidence of rust, peeling paint, structural damage, message damage, and/or  
42 weathering.
  - 43 b. When any sign for which a permit is required is removed, the zoning administra-  
44 tor shall be notified and the entire sign and its components shall be removed.

1 c. The permit owner shall be responsible for all of the requirements of this section,  
2 including the liability for expense of removal and maintenance incurred by the  
3 city.

4 ~~(5) All signs permitted by this division in excess of 16 square feet shall be painted, lettered,  
5 or faced to the workmanship standards and best commercial practices of companies  
6 normally engaged in the business of providing commercial signs, using materials de-  
7 signed and marketed specifically for use on outdoor signs.~~

8 ~~(6) In addition to complying with the provisions of this division, all signs shall be constructed  
9 in accordance with the applicable provisions of the 1991 Edition of the Uniform Sign  
10 Code and State Electrical Code and as subsequently amended.~~

11 Sec. 108-310 – Off-premises digital billboard signs.

12 (1) *Findings, purpose, and intent.* The city council finds it necessary for the promotion and  
13 preservation of the health, safety, welfare, and aesthetics of the community that the con-  
14 struction, location, size, conspicuity, brightness, legibility, operational characteristics,  
15 and maintenance of off-premises digital billboard signs be controlled. Off-premises digi-  
16 tal billboard signs have a direct and substantial impact on traffic safety, pedestrian  
17 safety, community aesthetics and property values. If left uncontrolled, off-premises digi-  
18 tal billboard signs, designed to catch the eye of persons in their vicinity and hold it for ex-  
19 tended periods of time, including video display signs, constitute a serious traffic safety  
20 threat. The city council intends by this subsection to establish a legal framework for off-  
21 premises digital billboard sign regulation in the city to facilitate an easy and agreeable  
22 communication between people while protecting and promoting the public health, safety,  
23 welfare and aesthetics of the community. It is not the purpose or intent of this subsection  
24 to prefer or favor commercial messages or speech over noncommercial messages or  
25 speech or to discriminate between types of noncommercial speech or the viewpoints  
26 represented therein. Rather, the purpose of the off-premises digital billboard sign regula-  
27 tions promulgated in this subsection is:

- 28 a. To eliminate potential hazards to motorists and pedestrians using the public  
29 streets, sidewalks, and rights-of-way;
- 30 b. To safeguard and enhance property values;
- 31 c. To control nuisances;
- 32 d. To preserve and improve the appearance of the city through adherence to aes-  
33 thetic principles, in order to create a community that is attractive to residents and  
34 to nonresidents who come to live, visit, work, or trade;
- 35 e. To eliminate excessive and confusing sign displays;
- 36 f. To encourage signs which by their design are integrated with and harmonious to  
37 the surrounding environment and the buildings and sites they occupy;
- 38 g. To maintain the character of the main-street core downtown but allow local busi-  
39 nesses the opportunity to reach a wider audience by advertising along Highway  
40 10; and
- 41 h. To promote the public health, safety, and general welfare.

42 (2) *Location of off-premises digital billboard signs.* Notwithstanding anything to the contrary  
43 contained within this Code, off-premises digital billboard signs may be located only  
44 within the off-premises digital billboard sign overlay district. Off-premises digital billboard  
45 signs are prohibited in all zoning districts of the city other than the off-premises digital  
46 billboard sign overlay district. Off-premises digital billboard signs located in the off-

1 premises digital billboard sign overlay district must comply with all Code requirements for  
2 permitted off-premises digital billboard signs.

- 3 a. *Permitted districts.* The off-premises digital billboard sign overlay district shall  
4 commence along Highway 10 within 250 feet of the Highway 10 centerline within  
5 the Ramsey city limits. Off-premises digital billboard signs are not allowed in any  
6 residential or planned unit development (PUD) zoning district.
- 7 b. *Number of off-premises digital billboard signs.* A total of three off-premises digital  
8 billboard signs shall be permitted within the entirety of the off-premises digital bill-  
9 board sign overlay district.
- 10 c. *Separation distance between off-premises digital billboard signs.* Off-premises  
11 digital billboard signs shall have a separation distance of at least two miles be-  
12 tween each site in which they are located.
- 13 d. *Size.* Off-premises digital billboard signs shall not exceed 700 square feet in sur-  
14 face area per sign surface.
- 15 e. *Number of surfaces.* Off-premises digital billboard signs shall not contain more  
16 than two sign surfaces. Said sign surfaces shall face in opposite directions with  
17 an interior angle not to exceed 45 degrees.
- 18 f. *Height.* Off-premises digital billboard signs shall not exceed 50 feet in height as  
19 measured from the established grade of the site upon which the off-premises  
20 signs and digital billboards is located.
- 21 g. *Conditional use.* Off-premises digital billboard signs shall be processed in ac-  
22 cordance with the procedures established for conditional use permits in Section  
23 [106-230 of City Code 117-51](#).

24 (3) *Off-premises digital billboard sign overlay district performance standards:* The off-prem-  
25 ises digital billboard sign overlay district is hereby established as a separate zoning dis-  
26 trict within the city. Within the off-premises digital billboard sign overlay district, off-prem-  
27 ises digital billboard signs are permitted subject to the following conditions:

- 28 a. No off-premises digital billboard signs shall be erected that, by reason of position,  
29 shape, movement, or color, interferes with the proper functioning of a traffic sig-  
30 nal or which constitutes a traffic hazard.
- 31 b. Off-premises digital billboard signs shall not be located so as to extend over any  
32 property line or within a drainage and utility easement, or within 15 feet of any  
33 point of vehicular access from a parcel to a public roadway.
- 34 c. Off-premises digital billboard signs must have an architecturally enhanced base.
- 35 d. Off-premises digital billboard signs must have minimum display duration of seven  
36 seconds. Such display shall contain static messages only; change from one  
37 static message to another shall be instantaneous without any special effects,  
38 through dissolve or fade transitions, or with the use of another subtle transition  
39 technique that does not have the appearance of moving text or images.
- 40 e. Off-premises digital billboard signs must be rectangular in shape and all mes-  
41 sages must be contained within the off-premises digital billboard frame.
- 42 f. All off-premises digital billboard signs shall have ambient light monitors installed  
43 as part of the off-premises digital billboard sign and shall, at all times, allow such  
44 monitors to automatically adjust the brightness level of the electronic sign based  
45 on light conditions.
- 46 g. Off-premises digital billboard signs shall meet the following brightness standards:

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- 1                   i. Off-premises digital billboard signs shall not exceed 7,500 nits (candelas  
2                   per square meter) between the hours of civil sunrise and civil sunset and  
3                   shall not exceed 500 nits (candelas per square meter) between the hours  
4                   of civil sunset and civil sunrise as measured from the face of the sign.  
5                   ii. The light level shall not exceed 0.3-foot candles above ambient light as  
6                   measured from a pre-set distance depending on sign size. Measuring dis-  
7                   tance shall be determined using the following equation: the square root of  
8                   the message center sign area multiplied by 100. Example: 12 square foot  
9                   sign  $\sqrt{(12 \times 100)} = 34.6$  feet measuring distance.  
10                  h. Off-premises digital billboard signs shall have a fully functional monitoring off  
11                  switch system that shuts the dynamic display off-premises sign off when the dis-  
12                  play deteriorates, in any fashion, five percent or greater until the dynamic display  
13                  sign has been repaired to its fully functional factory specifications.  
14                  i. Off-premises billboard signs must be part of the State of Minnesota's public  
15                  safety alert system.  
16                  j. Applicants for an off-premises digital billboard signs permit shall enter into an  
17                  agreement with the city to provide the city no less than 20 hours (provided in  
18                  9,000 eight-second spots) per month per dynamic display off-premises sign face  
19                  in the city for community and public service messages at such times as shall be  
20                  reasonably determined by the city. This agreement must be approved by the city  
21                  council before a permit for the construction or conversion of an off-premises  
22                  signs and digital billboard may be issued by the building official.