

ARTICLE I. IN GENERAL

Sec. 18.5-1. Citation.

This chapter may be cited as the "Woodbury Sign Ordinance" or as the "sign ordinance".

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-2. Findings.

(a) Signs are an essential element of any community. Their location, number, size, design and relationship to each other and to other structures has a significant influence upon a community's appearance and welfare, and a resultant effect upon a viewer's perception of the community. Signs serve a useful purpose in communicating a message, whether commercial or otherwise.

(b) Where signs are not properly regulated, they contribute to visual clutter, confusion, aesthetic blight, and create an unpleasant impression. They may cause traffic hazards and impede rather than enhance commerce. In such situations, signs may fail to achieve their original objective of communication. Failure to appropriately regulate signs adversely affects the public health, safety and welfare.

(c) Property and facilities located within the public right-of-way, such as utility poles, benches, hydrants, bridges, sidewalks, traffic sign posts, and similar structures are not by tradition or designation a forum for communication by the general public. The city wishes to preserve these structures for their intended purpose, which is the safe, efficient and pleasant movement of vehicular and pedestrian traffic, and the safe operation of utility systems.

(d) The regulations and prohibitions of the chapter are necessary to preserve items and structures located within the public right-of-way for their intended purposes, and to prevent the visual clutter, blight, and traffic hazards caused by signs.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-3. Purpose and intent.

The purpose of this chapter is to create a comprehensive and balanced system of signs which will facilitate communication. It is the intent of the chapter to authorize the use of signs which:

- (1) Encourage a desirable urban character consistent with the general plan.
- (2) Preserve and improve the appearance of the city as a place to live, work and visit.
- (3) Eliminate confusing, distracting, or dangerous sign displays which interfere with vehicular traffic.
- (4) Promote commerce.
- (5) Provide for fair and equal treatment of sign users.
- (6) Promote efficient administration of the sign ordinance through a complete and understandable sign ordinance.
- (7) Provide for eventual elimination of preexisting nonconforming signs on a fair and equitable basis.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-4. Diagrams.

(a) The inclusion of diagrams in this text is for illustrative purposes only. Where a diagram conflicts with the written text, the text shall prevail.

(b) Diagrams for illustrative purposes. Locations, sizes or heights of signs depicted on site plans or other

drawings submitted with any planning application shall be for illustrative purposes only. The construction of each sign shall meet the requirements of the sign ordinance unless the conditions of approval for a planned unit development provide otherwise.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1764, § 1764.01, 8-24-2005; Ord. No. 1796, § 1796.02, 11-29-2007)

Sec. 18.5-5. Definitions.

As used in this chapter, the following words and terms shall have the meaning ascribed thereto:

Address sign means identification numbers assigned for address purposes in accordance with the City Code. Address signs may be written or in numeric form. The building name is not a part of the address.

Area identification sign means a freestanding sign which identifies the name of, including but not limited to, a shopping center or shopping area, an industrial area, or an office complex consisting of three or more structures or any combination of the above that could be termed an area.

Area of freestanding sign means the area of the sign. It does not include embellishments such as the monument base, pole covers, framing or decorative roofing provided that there is no advertising copy on or attached to such embellishments. If the freestanding sign is double faced, only one face is used to calculate sign area. If the freestanding sign has more than two faces, each face is used to calculate the sign area.

GRAPHIC LINK:[Click here](#)

Area of wall sign means the total area of the sign, including all structures framing the sign, background embellishments or area contained within a rectangle or square drawn completely around the display surface, even if the sign consists of individual letters.

GRAPHIC LINK:[Click here](#)

Auxiliary canopy means a roof-like structure projecting over, including but not limited to, gasoline pump islands, drive-through banking or any canopy with a drive-through lane. An auxiliary canopy provides weather protection for more than the building entrance or windows. Auxiliary canopies may be attached or detached from the principal building. For sign purposes auxiliary canopies shall be considered a separate structure.

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Banner means a temporary sign constructed of a strip of cloth, paper, plastic, or other material upon which copy is written and supported either between poles or fastened to buildings or other structures. Banners with a message on both sides or fastened back to back will be considered one banner.

GRAPHIC LINK:[Click here](#)

Bench sign means a sign on a bench at a bus stop or similar public area.

Building canopy or awning means a roof-like structure projecting from the building over an entrance or window that provides weather protection for the entry or window and may include the immediately adjacent area. Building canopies shall be considered part of the wall area and thus shall not warrant additional sign area.

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Building complex means a group of two or more buildings, planned or developed in a joint manner with shared parking facilities, regardless of whether such buildings or uses are located on the same lot or parcel.

Canopy. See "building canopy" and "auxiliary canopy".

City means the City of Woodbury.

City council or council means the city council of the City of Woodbury.

Class I material means brick, natural stone or copper.

Class II material means specialty concrete block such as textured, burnished block or rock faced block; architectural precast textured concrete panels; masonry stucco; and ceramic.

Clear vision triangle means the area created by drawing an imaginary line between points 30 feet back from where the curb lines of the intersection quadrant meet.

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Comprehensive sign plan means sign criteria for proposed signs approved by the city.

Construction sign means an on-site temporary sign which displays information regarding a project under construction.

Directional sign means an on-site sign designed to guide vehicular or pedestrian traffic that does not promote or advertise a business, property or product.

GRAPHIC LINK:[Click here](#)

Directory sign means a sign listing the names and locations of occupants or activities conducted within a building or group of buildings that does not otherwise promote or advertise a business, property or product.

Electronic display sign is a permanent sign capable of displaying words, symbols, figures or images that uses an electronic display created through the use of a pattern of lights in a dot matrix configuration, LED (light emitting diode) or digital technology which allows for the sign face to intermittently change the image without having to physically or mechanically replace the sign face.

Entrance monument sign means a sign identifying a residential neighborhood or subdivision or a multiple residential complex consisting of three or more dwellings.

Freestanding sign means any sign not affixed to a building including, but not limited to, a ground-mounted sign, detached sign, pole sign, pylon sign or monument sign.

Freeway means Interstate 94 or Interstate 494.

Garage sale sign or yard sale sign means a temporary, on-site sign advertising a garage, yard or similar sale.

Governmental sign means a sign which is erected by a governmental unit for the purpose of directing or guiding traffic or any sign owned or erected by the city.

Grade means the elevation of the finished surface of the ground or paving at the base of the sign.

Height of freestanding sign means the actual distance from the grade to the highest point of the sign, or any structure or architectural component of the sign.

Home occupation sign means a sign located at a residence advertising a business conducted in the residence or by persons residing in the residence.

Illuminated sign means a sign illuminated with artificial light by any means, whether internal or external.

Inflatable sign means any object enlarged or inflated which floats, is tethered in the air, or is located on the ground or on a building.

Informational sign means a sign erected for the safety or convenience of the public including but not limited to "Restrooms", "Telephone", "Danger", "No Smoking", "Manager's Office", and other signs that do not promote or advertise a business, property or product.

Institutional sign means any on-site sign which identifies the name and other characteristics of a public or private institution including but not limited to place of worship, school or government facility.

Marquee means a roof or canopy-like structure projecting over an entrance to a theater or similar building.

Memorial sign means a noncommercial sign erected in remembrance of any historic occasion or occurrence of significance to the general public.

Menu/order board sign means a sign installed in a drive-through facility and intended for drive-through customers that advertises the products available at the facility.

Motion sign means any sign that revolves, rotates, flashing or changing lights, reflective material, any material that gives the illusion of motion, has any moving parts, search lights used for advertising or changes the message or display automatically.

Nonconforming sign means a sign which lawfully existed prior to January 10, 1996 but does not conform to

this chapter.

Nonprofit organization means an organization meeting the requirements of Internal Revenue Code Section 501(c).

Off-site sign means a sign which advertises any business, product, person, event or service conducted, sold, manufactured or located off the premises where the sign is located.

On-site sign means a sign which advertises any business, product, person, event or service conducted, sold, manufactured or located on the premises where the sign is located.

Open house directional sign means a temporary sign, either on-site or off-site, which indicates the location of a private residence offered for sale.

Opinion sign means a sign that expresses an opinion or point of view that does not advertise any product, service or business or display a commercial message.

Parcel means a legal parcel of land or lot of record.

Pennant means pieces of cloth, paper, or plastic intended to be individually supported or attached to each other by means of rope, string or other material, and intended to be hung on buildings or other structures or between poles that does not include any company logo or other form of copy.

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Permanent sign means any sign which is not a temporary sign.

Permit or sign permit means a permit issued by the city to erect or maintain a sign.

Political sign means a sign pertaining to an election to any public office, any ballot measure, or containing any social, ideological or religious information of a noncommercial nature.

Pornographic sign means a sign which is a presentation, display, depiction or description of specified sexual activities or specified anatomical areas as defined in article XI, adult uses, section 11-301 of the Woodbury City Code.

Portable sign means a sign designed to be movable from one location to another with or without wheels.

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Primary entrance means a main public entrance to the property or building. In the case of multiple entrances, the number of primary entrances will be determined by the city.

Property means a legal parcel of land or a lot of record.

Property line means the boundary of a property, lot or parcel. Buildings on the same parcel may have an assumed property line, as established by the city, for setback purposes.

Projecting sign means a wall sign which protrudes horizontally more than one foot from the wall to which it is attached.

Readerboard sign means a sign where the message is changeable but does not change automatically.

Real estate sign means any sign pertaining to the sale, lease or rental of land or buildings.

Roof line means (a) the top line of the outside wall on a flat roof building, whether the roof is at or below the wall line or (b) the soffit on a building with soffits or (c) the line formed by the junction of the roof and the outside wall on a sloped roof without soffits.

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Roof sign means a sign erected on the roof or above the roof line of a building or a sign painted on or attached directly to the roof.

Sign means any structure, figure, character, picture, decorative lighting, neon lighting, attention-getting device and all of its component parts, which is used or intended to be used to announce, declare, display, advertise, or otherwise communicate to the public.

Street frontage means the proximity of a parcel of land to one or more streets. An interior lot has one street frontage and a corner lot two street frontages.

Temporary sign means any sign designed or intended to be displayed for limited periods of time, including, but not limited to, all non-permanently affixed signs, flyers, banners, pennants, A-frame signs, inflatable signs, flying signs or flags.

Under canopy sign means any sign hanging below a building canopy, awning, or building overhang.

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Variance means a modification or variation of the provisions of this chapter, where it is determined that by reason of special or unusual circumstances relating to a special lot, strict application of this chapter would cause undue hardship.

Wall means the vertical surface that defines the exterior boundary of a building.

Wall sign means a single-faced sign painted on, attached to or erected against the exterior wall of a building, structure, canopy or awning.

Window sign means any sign placed on the interior of a window, or painted on a window such that it can be read from the outside of the building.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Secs. 18.5-6--18.5-15. Reserved.

ARTICLE II. PERMITS

Sec. 18.5-16. Required.

A sign permit is required prior to the improvement, erection, construction, enlargement, alteration or repair of any sign unless exempt by this chapter.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-17. Administration.

Administration, enforcement, permits, fees and inspections shall be as established for building permits in chapter 6 of the City Code.

Exception: Written permit applications are not required for no-fee temporary special events.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-18. Variances.

A sign permit applicant or permit holder may appeal an order or determination by making an application for a variance. Variance procedures shall be established in the Woodbury Zoning Ordinance, chapter 24, article II, division 5.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-19. Permit not required.

A permit is not required for the following signs:

- (1) Address signs.
- (2) Agricultural products for sale. Signs advertising agricultural products for sale are allowed on agricultural land as defined by state statute.
 - a. Number. Each sale location may have one sign.
 - b. Area. Sign may not exceed 24 square feet.
 - c. Location. Sign shall be at least 15 feet from the property line.
 - d. Height. Sign may not exceed six feet.
 - e. Advertising and sale is allowed only for agricultural products produced on the site.
- (3) Construction sign. In residential zoning districts one temporary construction sign not to exceed six square feet and six feet in height is allowed during construction not to exceed 180 days. In the nonresidential zoning districts construction signs not to exceed 100 square feet are allowed during construction for not more than one year.
- (4) Copy change. Change copy or message on a sign, provided there are no changes to the physical structure or area of the sign.
- (5) Directional signs. Directional signs to places of worship, schools, parks and public buildings within the city not to exceed four square feet may be placed in the street right-of-way subject to the approval of the road authority. Not more than three directional signs are allowed for each building or location.
- (6) Flags. Flags of any nation, state or municipality. This exemption does not apply to flags bearing corporate emblems, logos or copy unless flown on the same staff with the flag of the United States or the State of Minnesota. Flags not within this exemption are deemed freestanding signs.

(7) Floor treatments. Every nonresidential use may maintain special exterior floor treatment not to exceed 100 square feet in area, such as paint or terrazzo indicating the name of the business and/or a business logo. Floor treatments shall be completely flush with the surrounding pavement and shall be on a floor or pavement which is completely horizontal.

(8) Garage/yard sale signs.

- a. Three off-site signs relating to the sale are allowed.
- b. Only one on-site sign advertising the sale shall be allowed.
- c. The maximum size of signs shall be six square feet in area and four feet in height.
- d. The sign shall only be displayed during the term of the sale and must be removed when the sale is completed.
- e. Signs shall be at least five feet from the curb or shoulder of the road.
- f. Signs must be for sale locations within the City of Woodbury.

(9) Governmental signs are exempt from the requirements of this chapter.

(10) Help wanted signs. When position(s) are available, one temporary help wanted sign is allowed not to exceed six square feet. Help wanted signs may be window signs, wall signs or freestanding signs.

(11) Informational signs. Informational signs not to exceed two square feet.

(12) Interior signs. Interior signs located completely within a building and not visible from outside the building are exempt from the provisions of this chapter.

(13) Memorial signs.

(14) Open house directional signs. Off-site open house directional signs for individual homes are allowed subject to the following:

- a. Such signs shall be erected for not more than 48 continuous hours.
- b. Such signs shall be freestanding, and shall not exceed six square feet.
- c. Maximum height shall be four feet.
- d. No more than three signs for any open house shall be displayed.
- e. Open house directional sign shall not be placed on vehicles.
- f. Signs shall be at least five feet from the curb or shoulder of the road.

(15) Model home signs.

- a. Freestanding Signs.
 1. Number. Each model home may have one freestanding sign.
 2. Area. The area of the sign shall not exceed 24 square feet.
 3. Location. All portions of the sign shall be at least 15 feet from the property line.
 4. Height. The maximum height shall be six feet.

(16) Opinion signs. In residential zoning districts, one opinion sign per street frontage is allowed per parcel not to exceed six square feet and four feet in height. In nonresidential zoning districts, signs allowed by this chapter may contain opinion messages but additional signs or sign area for opinion signs are not allowed. On undeveloped properties in nonresidential zoning districts, one opinion sign up to 32 square feet is allowed.

(17) Political signs. Noncommercial political signs may be posted 100 days before the election until ten days following the election.

(18) Real estate signs. On-site real estate signs for the sale or lease of property are allowed subject to the following regulations:

- a. One sign per street frontage is allowed.

- b. Residential signs are allowed six square feet in area and six feet maximum height.
- c. Signs on residential property of five acres or more that is unplatted and undeveloped are allowed 32 square feet and six feet maximum height.
- d. Nonresidential signs are allowed 32 square feet in area and 12 feet maximum height.
- e. Real estate signs shall be removed upon sale or lease of the property.
- f. Signs shall be at least ten feet from the curb or shoulder of the road.

(19) Scoreboards. Public athletic fields are allowed one scoreboard not to exceed the following:

TABLE INSET:

Facility	Maximum Sign Area (Square Feet)	Advertising Allowed
Bielenberg Sports Complex, Junior High School and Senior High School	200	30%
Community Parks	100	10%

(20) Security system signs. Signs identifying the presence of a security or alarm system are allowed not to exceed two square feet.

(21) Temporary on-site development signs. Temporary on-site development signs may be installed for the purpose of selling or promoting a residential project of ten or more dwelling units or a nonresidential project subject to the following:

- a. Number. Each project may have one sign per street frontage.
- b. Area. Signs shall not exceed 100 square feet.
- c. Location.
 - 1. Signs must be at least 15 feet from property lines.
 - 2. Signs must be at least 200 feet from any existing residence.
- d. Height. The maximum height shall be ten feet.
- e. Signs shall not be installed until construction has started or the project is approved.
- f. Removal. Signs shall be removed when the project is completed, sold or leased.

(22) Window signs.

(23) Temporary banners or sign covers. Temporary banners or sign covers may be used to identify a new business, a business name change, or change in ownership for up to 90 days after such change. After that time, if signage is desired, it must be permanent signage in conformance to the sign ordinance and/or approved comprehensive sign plan.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1659, § 1659.03, 4-9-97; Ord. No. 1816, § 1816.01, 3-11-2009)

Secs. 18.5-20--18.5-25. Reserved.

ARTICLE III. COMPREHENSIVE SIGN PLAN**Sec. 18.5-26. Purpose.**

Due to the complexity and infinite variety of development, it is not possible to establish rules that are completely fair and equitable in all situations. The purpose of the comprehensive sign plan is to create a process that will be fair and equitable in specific situations where the general regulations may not be adequate. If possible, the underlying zoning district regulations should be used as a guideline with minimum variations as needed to meet the intent of this chapter. In all cases where the zoning district regulations and the comprehensive plan conflict, the approved comprehensive plan shall govern.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-27. Comprehensive sign plan.

A comprehensive sign plan is required for:

- (1) Building complexes.
- (2) Covered mall building.
- (3) Nonresidential planned unit development.
- (4) Multitenant, shared entrance office buildings.
- (5) Area identification signs.
- (6) Other uses as required by the city.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-28. Effect of comprehensive sign plan.

Upon approval of a comprehensive sign plan, all future signs shall conform to the comprehensive sign plan. Modifications to the provisions of the comprehensive sign plan may be granted only with the approval of a new comprehensive sign plan.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-29--18.5-35. Reserved.

ARTICLE IV. REGULATION OF SIGNS

DIVISION 1. GENERALLY

Sec. 18.5-36. Approval of property owner.

Signs shall not be placed on any property without approval of the property owner.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-37. Address signs.

One address sign is required for every principal building. Residential signs may not exceed two square feet and nonresidential signs may be up to six square feet.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-38. Area identification signs.

Area identification signs are allowed with a comprehensive sign plan.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-39. Auxiliary canopy signs.

All backlit portions of an auxiliary canopy shall be considered sign area and be limited by the wall sign regulations of the underlying zoning district. All portions of a canopy to be lighted shall be backlit.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-40. Clear vision triangle.

No signs are allowed within the clear vision triangle that may interfere with driver visibility. Signs shall not be placed in any location causing site obstructions that will interfere with traffic or create a traffic hazard.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-41. Double-faced signs.

Double-faced signs shall be placed back to back (parallel) with not more than 18 inches between facings.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-42. Hours of illumination.

The city may specify the hours any sign may be illuminated. The hours of illumination may be specified on the permit or any time during the life of the sign. Illuminated signs shall have a shielded light source.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-43. Reserved.

Editor's note: Ord. No. 1816, § 1816.01, adopted March 11, 2009, repealed § 18.5-43, which pertained to maximum sign base and derived from Ord. No. 1641, § 1641.02, 1-10-96.

Sec. 18.5-44. Prohibited signs.

All signs not specifically allowed by this chapter are prohibited except as allowed by section 18.5-96 for temporary special events. It is unlawful to erect, reconstruct, alter, maintain or place the following types of signs:

- (1) Bench signs.
- (2) Bus shelter signs.
- (3) Flying signs, such as blimps or kites, designed to be kept aloft by mechanical, wind, chemical or hot air means.
- (4) Home occupation signs.
- (5) Inflatable signs, including but not limited to balloons.
- (6) Motion signs.
- (7) Odor. Signs which emit any odor, noise or visible matter other than light.
- (8) Off-site signs, except as specifically allowed by this chapter.
- (9) Painted signs. Signs painted directly on a building, fence, tree, stone or similar object.
- (10) Pennants.
- (11) Pornographic signs.
- (12) Portable signs.
- (13) Projecting signs.
- (14) Right-of-way. Signs are prohibited in public right-of-way except for governmental signs or other signs specifically allowed by this chapter.
- (15) Roof signs.
- (16) Signs bearing misleading or false information or information inconsistent with the zoning or other regulations.
- (17) Utility poles. Signs are not allowed on utility poles.
- (18) Vehicle signs. A vehicle may not be used as a sign or as the base for a sign where the primary purpose of the vehicle in that location is its use as a sign.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-45. Reader board and electronic display signs.

Reader board or electronic display signs may occupy the sign area allowed for freestanding or wall signs. Messages shall not change more than once per day.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-46. Setback.

Signs shall be at least 15 feet from the property line unless specifically allowed a different setback.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-47. Sign identification tag.

A sign identification tag identifying the owner, their address and phone number must be placed in the lower left corner of all off-site signs erected for more than 30 days.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-48. Use discontinued.

When any use is discontinued, all signs and sign supports relating to that use shall be removed.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-49--18.5-55. Reserved.

DIVISION 2. NONRESIDENTIAL ZONING DISTRICTS (ALL ZONING DISTRICTS EXCEPT R-1, R-2, R-4 AND R-4(MX))**Sec. 18.5-56. Freestanding signs.**

(a) *Number.* Each building may have one freestanding sign per street frontage.

(b) *Area.*

(1) A building site having one street frontage may have one freestanding sign not to exceed 80 square feet.

(2) Building sites with two or more frontages may have one freestanding sign not to exceed 80 square feet and other freestanding signs not to exceed 40 square feet.

(3) Building sites adjacent to the freeway may have one freestanding sign on the freeway frontage not to exceed 150 square feet and one freestanding sign on a second frontage not to exceed 80 square feet and other signs not to exceed 40 square feet.

(c) *Location.*

(1) All portions of the sign shall be at least 15 feet from property lines.

(2) Freeway signs must be not more than 100 feet from the freeway property lines.

(3) No freestanding sign over three feet high shall be erected or maintained within the clear vision triangle.

(4) Freestanding signs shall not be erected or maintained any closer than three feet to any building.

(d) *Height.* The maximum height for freestanding signs shall be 20 feet except freeway signs may be 30 feet.

(e) *Design.* Freestanding signs shall be attached to a base which is at least 75 percent of the width of the sign but shall not exceed the width of the sign by more than 20 percent. The base shall be constructed of class I materials that match those used on the building for which the sign is installed. If no class I materials are used on the building, class I or II materials shall be used.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1764, § 1764.01, 8-24-2005; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-57. Wall signs.

(a) *Number.* Any number of wall signs may be installed on a wall.

(b) *Area.*

(1) The least restrictive of (1)a. or (1)b. may be used for allowable area.

a. The total area of all wall signs on any wall shall not exceed eight percent of the area of the

wall with a maximum allowable area of 60 square feet; or

b. The total area of all wall signs on any wall shall not exceed four percent of the area of the wall with a maximum allowable area of 200 square feet.

(2) The allowable area of wall signs for multitenant buildings with individual entrances from the outside shall be calculated based on the exterior wall area of the space the tenant occupies. Each tenant frontage shall be considered a separate wall.

(3) Auxiliary canopies area allowed wall signs based on the wall area of the canopy (vertical surface below the roof line).

(c) *Location.*

(1) Wall signs may be placed on not more than three walls of rectangular shaped structures or not more than 75 percent of the major walls on nonrectangular shaped buildings.

a. Signs may be attached flat against or pinned away from a building wall, but shall not extend or protrude more than 18 inches from the wall.

b. Signs may be attached to the facade of a building, but shall not extend above the roof line.

c. Signs may be on a building canopy, awning or marquee. Such signs will be considered wall signs on the wall [to which] the canopy or awning is attached.

d. Wall signs must be below the roof line.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-58. On-site directional signs.

(a) *Number.*

(1) One directional sign is allowed for each one-way driveway.

(2) One directional sign is allowed for each drive-through aisle.

(3) One directional sign is allowed for each service or delivery entrance.

(4) Additional directional signs may be allowed if a need is demonstrated for proper traffic flow.

(b) *Area.* The area of each sign shall not exceed six square feet.

(c) *Height.* The height of the sign including the pole or base shall not exceed four feet from grade to the top of the sign.

(d) *Location.*

(1) The sign shall be setback from any property line at least five feet.

(2) The sign shall not be located so as to impair the vision of the driver of a vehicle traveling either into, out of, or through the site.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-59. Directory signs.

(a) *Number.* Each building with more than two tenants is allowed one directory sign per primary entrance.

(b) *Area.* The area of the sign shall not exceed 16 square feet.

(c) *Height.* The height of the sign, including the pole and base, shall not exceed six feet from grade to the top of the sign.

(d) *Location.*

(1) The sign may be outside the building at least 15 feet from any property line.

(2) The sign shall be located within ten feet of the building.

(3) The sign shall not be located so as to impair the vision of the driver of a vehicle traveling either into, out of, or through the site.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-60. Under canopy signs.

(a) *Number.* Each use is allowed one under canopy sign.

(b) *Area.* The area of an under canopy sign shall not exceed six square feet.

(c) *Location.*

(1) Any under canopy sign shall have a minimum vertical clearance of eight feet from the sidewalk or grade to the bottom of the under canopy sign.

(2) The sign and copy shall be perpendicular to the building.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-61. Menu/order board signs.

(a) *Number.* Every business with a drive-through restaurant facility is allowed two menu/order board signs.

(b) *Area.* The area of each sign shall not exceed 50 square feet.

(c) *Height.* The height of the sign including the pole or base shall not exceed six feet from grade to the top of the sign.

(d) *Location.*

(1) All portions of the sign shall be at least 15 feet from the property line.

(2) The sign shall be located adjacent to the drive-through aisle.

(3) The sign shall not be located as to impair the vision of the driver of a vehicle traveling either into, out of, or through the drive-through aisle.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-62. Gasoline service stations.

In addition to the signs allowed by the underlying zoning districts, the following signs are allowed:

(1) Signs that are an integral part of the gasoline dispenser (pump). Changeable advertising signs shall not be considered an integral part of the dispenser.

(2) Signs identifying the location or operation of, including but not limited to, vacuum, air, ice, telephone, car wash, propane, self-serve, full serve, operating instructions and safety instructions shall not exceed six square feet.

(3) Gasoline price or other advertisement not to exceed two square feet per pump. Such signs must be located on or within five feet of the pump island.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-63. Window signs.

Window signs may be placed within a building, not to exceed 30 percent of the total window area with a maximum area of 80 square feet per street frontage.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-64--18.5-75. Reserved.

DIVISION 3. BUILDING COMPLEX SIGNS

Sec. 18.5-76. Comprehensive sign plan required.

Building complex signs must be in compliance with the comprehensive sign plan approved by the city.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-77. General.

All signs allowed by the underlying zoning district may be allowed.

(Ord. No. 1641, § 1641.02, 1-10-96)

Sec. 18.5-78. Additional freestanding signs.

Each primary entrance into the building complex may be allowed one additional freestanding sign. The height and location should be consistent with the underlying zoning district regulations. The maximum allowable area should not exceed 80 square feet.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-79--18.5-85. Reserved.

DIVISION 4. RESIDENTIAL DISTRICTS R-1, R-2, R-4 AND R-4(MX)

Sec. 18.5-86. Institutional and commercial recreation signs.

(a) Freestanding signs.

- (1) *Number.* Each facility may have one freestanding sign per street frontage.
- (2) *Area.* The area of each sign shall not exceed 60 square feet.
- (3) *Location.* All portions of the sign shall be at least 15 feet from the property line.
- (4) *Height.* The maximum height shall be eight feet with a minimum two-foot high base.
- (5) *Design.* Freestanding signs shall be attached to a base which is at least 75 percent of the width of the sign but shall not exceed the width of the sign by more than 20 percent. The base shall be constructed of class I materials that match those used on the building for which the sign is installed.

(b) Wall signs.

- (1) *Number.* Any number of wall signs may be installed on a wall.
- (2) *Area.* The total area of all wall signs on any wall shall not exceed eight percent of the wall area with a maximum allowable area of 60 square feet.
- (3) *Location.* Wall signs may be placed only on walls facing the street frontage.
- (4) *Lighting.* Signs shall not be internally lit.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1679, § 1679.02, 8-13-98; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-87. Historic re-use.(a) *Freestanding signs.*

- (1) *Number.* Each historic re-use may have one freestanding sign.
- (2) *Area.* The area of each sign shall not exceed eight square feet.
- (3) *Location.* All portions of the sign shall be at least 15 feet from the property line.
- (4) *Height.* The maximum height shall be six feet.

(Ord. No. 1679, § 1679.02, 8-13-98; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-88. Entrance monuments.(a) *Number.* One entrance monument is permitted per street frontage per addition.

(b) *Location.* If the entrance monument is located in the public right-of-way, a license agreement shall be obtained from the appropriate jurisdiction.

(c) *Setbacks.*

(1) *Center island monuments.* Minimum setbacks for center island monuments are five feet from the curb.

(2) *Non-island monuments.* Minimum setbacks for non-island monuments are ten feet from all property lines. Retaining walls and fences may be located on the property line.

(d) *Height.* Maximum sign height is ten feet.(e) *Area.* Maximum sign area is 24 square feet.(f) *Lighting.* Signs shall not be internally lit.

(Ord. No. 1816, § 1816.01, 3-11-2009)

Secs. 18.5-89--18.5-95. Reserved.

DIVISION 5. TEMPORARY SIGNS**Sec. 18.5-96. Temporary special event signs.**

Temporary special event signs may be displayed for not more than ten days per calendar year in any number of events subject to the following:

(a) *Nonresidential zoning districts.*

(1) *Number.* Not more than any combination of four of the following are allowed for each event.

- a. Banners not more than 80 square feet each.
- b. Pennants not more than 200 lineal feet.
- c. Flying signs (blimps) not more than 100 feet off the ground.
- d. Air inflated devices on the ground and not attached to or on the building not exceeding 40 feet in height.
- e. Search lights.
- f. Other signs approved by the city.

(b) *Residential zoning districts.*

(1) Institutions and nonprofit organizations may have special events signs subject to the following:

- a. *Number.* Not more than any combination of two of the following are allowed for each event.
- i. Banners not more than 32 square feet.
 - ii. Pennants not more than 50 lineal feet.
 - iii. Other signs approved by the city.

(c) *Location.* All signs must be at least 15 feet from the property lines.

(d) *Permit.* A permit is required for all temporary special events.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)

Sec. 18.5-97. Banners.

Banners may be permitted in nonresidential zoning districts and for institutional uses in residential zoning districts subject to the following:

(a) *Number.* One wall banner may be allowed per building or per tenant frontage in multitenant buildings with individual exterior entrances. Each banner shall be displayed for no more than six consecutive months.

(b) *Area.*

(1) The least restrictive of (1)a. or (1)b. may be used for allowable area.

- a. The total area of the banner shall not exceed 32 square feet; or
- b. The total area of the banner shall not exceed five percent of the area of the wall with a maximum allowable area of 80 square feet.

(2) The allowable area of banners for multitenant buildings with individual entrances from the outside shall be calculated based on the exterior wall area of the space the tenant occupies.

(c) *Location.* Banners must be securely fastened on a building wall.

(d) *Permit.* A permit is required for all temporary banners.

(Ord. No. 1816, § 1816.01, 3-11-2009)

Secs. 18.5-98--18.5-105. Reserved.

DIVISION 6. SIGNS IN RIGHT-OF-WAY**Sec. 18.5-106. Removal.**

The city may remove signs installed in or encroaching upon the public road right-of-way or public property pursuant to M.S. § 160.27, Subd. 6.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-107--18.5-115. Reserved.

DIVISION 7. MAINTENANCE

Sec. 18.5-116. Required.

- (a) All signs, supports and accessories shall be structurally sound and safe and kept in good repair.
- (b) The sign shall be properly surface coated and the display surfaces shall be properly painted, pasted and maintained.

(Ord. No. 1641, § 1641.02, 1-10-96)

Secs. 18.5-117--18.5-125. Reserved.

DIVISION 8. NONCONFORMING SIGNS**Sec. 18.5-126. Legal pre-existing signs.**

- (a) *Nonconforming permanent signs.* Nonconforming permanent signs lawfully existing on the effective date of this chapter shall be allowed to continue in use, but shall not be rebuilt, relocated or altered, other than to change the message; without being brought into compliance with this chapter. After a nonconforming sign has been removed, it shall not be replaced by another nonconforming sign.

Exception: Nonconforming permanent wall signs may be repaired or replaced with another sign advertising the same business name provided the repair or replacement does not increase the nonconforming aspect of the sign.

- (b) *Nonconforming temporary signs.*

- (1) Nonconforming temporary off-site freestanding signs (freeway billboards) on undeveloped property abutting the freeway lawfully existing on the effective date of this chapter shall be removed by the effective date of this chapter plus three years or when the property develops, whichever comes first. Nonconforming temporary off-site freestanding signs shall not be rebuilt, relocated, or altered other than to change a message.

- (2) Nonconforming temporary signs existing on the effective date of this chapter shall be brought into compliance within 60 days from the effective date of this chapter.

- (c) *Use discontinued.* Whenever use of a nonconforming sign has been discontinued for a period of 90 days, the nonconforming sign shall be removed or brought into compliance with this chapter.

(Ord. No. 1641, § 1641.02, 1-10-96; Ord. No. 1816, § 1816.01, 3-11-2009)