

900.10 SIGN REGULATIONS

Subd. 1 Purpose and Intent

The purpose of these sign regulations is to protect and promote the general welfare, health, safety and order within the City through the establishment of a comprehensive series of standards and procedures governing the erection, use and display of signs within the City, without regard to content. Accordingly, these regulations are intended to: i) promote signs that are compatible with their surroundings, considering a sense of concern for the visual amenities of the City; and ii) discourage unsafe, disorderly, indiscriminate or unnecessary use of signs. These sign regulations are not intended to create content-based restrictions or to allow content-based enforcement.

Subd. 2 Definitions

The following terms apply to Section 900.10:

“Abandoned sign” means a sign (including any structure whose primary function is to support such sign) whose: i) display surface remains blank for a period exceeding sixty (60) days; ii) which pertains to a time, building, event or purpose that passed or ceased to apply more than sixty (60) days prior to the then applicable date; or iii) that has remained for more than sixty (60) days after demolition of the building it served.

“Address sign” means a sign including postal identification numbers, whether written or in number form, and, optionally, the name of the street or building.

“Area identification sign” means a freestanding sign, on the identified premises, which identifies the name of a neighborhood, residential subdivision, multiple residential complex, shopping center, industrial area, office complex, park or any combination of the above.

“Awning sign” means a sign permanently affixed to an awning providing a shelter or cover over the approach to any building entrance or shading a window area.

“Banner” means a temporary sign made out of flexible paper, cloth or plastic-like material.

“Building face” means that portion of any exterior elevation of a building or other structure extending from grade to the top of a wall and the entire width of that particular building or structure elevation.

“Canopy and Marquee” means a roof-like structure projecting over the entrance to a building.

“Development” means a commercial use of three or more principal structures with common characteristics, as determined by the City, or a platted residential use of twenty or more lots with common characteristics, as determined by the City. Common characteristics may include shared access, similar architecture, single ownership or history of site plan review approval.

“Directional sign” means a sign erected on a premises of record by the owner of such property solely for the purpose of guiding vehicular and pedestrian traffic.

“District” means a City zoning district, as defined in the City’s zoning ordinance.

“Dynamic sign” means a sign or portion thereof that appears to have movement or that appears to change using any method other than a person physically removing and replacing the sign or its components. For example, any sign or portion thereof that rotates, revolves, moves, flashes, blinks or changes color or intensity of illumination (using a method other than a person physically removing and replacing the sign or its components) is a dynamic sign. Further, any sign or portion thereof that incorporates LED lights, “digital ink” or any other method or technology that allows the sign face to present a series of images or displays is a dynamic sign.

“Freestanding sign” means a sign that is placed in the ground and not affixed to any part of any structure.

“Government sign” means a sign that is erected or maintained by a governmental unit.

“Illuminated sign” means a sign or portion thereof that: i) incorporates an artificial light source as part of the sign including, but not limited to, a sign with LED lights, neon lights or an interior light; or ii) a sign that has an artificial light source directed upon it.

“Marquee sign” means a sign that is permanently attached to a marquee.

“Monument sign” means any one-sided or two-sided free-standing sign with its entire sign area mounted on the ground or mounted on a base at least eighty percent (80%) as wide as the sign area.

“Multi-tenant building” means a building: i) containing two or more tenants; ii) used by the owner of the premises of record and also containing one or more tenants; iii) that is a condominium; or iv) that is a cooperative. For purposes of these regulations, a “tenant” of a multi-tenant building means either: i) a lessee with a right to occupy a portion of a multi-tenant building on a full-time basis; or ii) an owner using a portion of a multi-tenant building on a full-time basis.

“Non-conforming existing sign” means a sign lawfully existing prior to the adoption of these regulations, but not conforming to the newly enacted requirements of these regulations.

“Off-premises commercial sign” means a sign (including any structure whose primary purpose is to support such sign) advertising a business, commodity or service (including those of nonprofits) which business, commodity or service is not located or performed on the premises of record where the sign is located (e.g., billboards and other outdoor advertising).

“Permitted dynamic sign” means a a) rotating barber pole; or b) any other dynamic sign that meets all the following requirements:

- i) It appears to move or change no more than once every ten (10) minutes or it solely displays time and temperature readings irrespective of the frequency of movement or change; and
- ii) The images or messages displayed between transitions are static and each transition from one display to the next is instantaneous and without special effects (e.g., scrolling messages or flashing messages); and

- iii) The images or messages displayed are complete in themselves, without continuation in content from one display to the next.

“Portable sign” means a sign designed to move from one location to another, not permanently attached to the ground or any other surface.

“Premises of record” means a lot or parcel that has been assigned a tax identification number by Carver County, Minnesota.

“Promotional device” means air inflated devices, banners exceeding forty (40) square feet in area, non-mechanical whirling devices, spotlights, or any sign resembling the same; provided, however, that banners forty (40) square feet in area or less shall not be considered promotional devices.

“Pylon sign” means any free-standing sign supported by a column like structure, posts or poles set firmly in or below the ground surface.

“Regulations” or “sign regulations” mean the ordinance contained in this Section 900.10.

“Roof sign” means a sign erected upon or above a roof or parapet of a building.

“Shielded light source” means, as applicable:

- i) For an artificial light source directing light upon a sign, a light source diffused or directed so as to eliminate glare and housed to prevent damage or danger.
- ii) For light source located within a sign, a light source shielded with a translucent material of sufficient opacity to prevent the visibility of the light source.
- iii) For a light source designed to directly display a message (e.g. LED and neon lighting), a light source specifically designed by its manufacturer for outdoor use.

“Sidewalk sign” means a temporary sign located on a public or private sidewalk adjacent to and directly in front of a building.

“Sign” means any letter, symbol, device, poster, mural, picture, statuary, reading matter or representation that is displayed outdoors for informational, communicative or artistic purposes.

“Sign area” means the entire area within a continuous perimeter enclosing the extreme limits of the sign message and background. However, such perimeter shall not include any structural elements lying outside of such sign and not forming an integral part of the sign. The area of a sign within a continuous perimeter shall be computed by means of the smallest circle, rectangle or triangle that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the building façade against which it is placed.

“Special event sign” means a temporary sign erected by a civic or other non-profit organization in connection with a fundraiser, festival, tournament, or other one-time or annual event; examples of which

are Winterfest, Music in the Park, Nickle Dickle Day, and the Carver County Fair.

“Street frontage” means the portion of a premises of record that abuts a public right-of-way.

“Temporary sign” means a sign placed on a premises of record for a specific purpose that is of limited time duration, after which the sign is to be removed, which does not necessarily meet the structural requirements for a permanent sign.

“Wall sign” means any sign that is affixed to the wall of any building or structure.

“Window sign” means any letter, symbol, device, poster, mural, picture, statuary, reading matter or representation that is placed inside a window or upon the interior side of a window pane and that is visible from the exterior of the window. It does not include merchandise on display.

“Zoning Administrator” means the zoning administrator appointed by the City Council or such person’s designee.

Subd. 3 General Provisions Applicable to All Districts.

- A. Required Signs. In all districts, one address sign is required for each premises of record with a building. If a premises of record has multiple buildings with separate addresses, then one address sign is required for each separate address. Each address sign shall be attached flat against a wall of the building on which it is located and have letters/numerals at least four (4) inches high with a minimum stroke width of one-half (1/2) inch. The sign area of an address sign shall not exceed: i) two (2) square feet in the R-1, R-2, R-4 Agricultural, Shoreland, Public and Conservation Districts; or ii) four (4) feet in any other district.
- B. Prohibited Signs. The following signs are prohibited in all districts:
 - 1. Signs in, upon or projecting into any public right-of-way or easement, excepting government signs typically found in a public right-of-way or easement (e.g. traffic control and street signs);
 - 2. Off-premises commercial signs;
 - 3. Banners, except as expressly allowed by these regulations;
 - 4. Signs painted, attached, or in any manner affixed to trees, rocks or similar natural surfaces;
 - 5. Signs painted directly on the wall or roof of a building or other structure;
 - 6. Signs that obstruct any window, door, fire escape or opening intended to provide ingress or egress to any building or other structure;
 - 7. Pylon signs;

8. Signs that fly or float, such as blimps or kites, whether attached or unattached to the ground or an object thereon;
 9. Signs on a vehicle or trailer where the primary purpose of the vehicle or trailer in that location is its use as a sign;
 10. Portable signs, except for freestanding temporary signs as expressly allowed by these regulations;
 11. Signs that interfere with the ability of vehicle operators or pedestrians to see traffic signs or signals or signs that interfere with the ability of vehicle operators or pedestrians to see other traffic;
 12. Abandoned signs;
 13. Roof signs;
 14. Signs mounted on a dock or floatation device attached to a dock;
 15. Dynamic signs that are not permitted dynamic signs;
 16. Signs that contain or are an imitation of an official traffic sign or signal; and
 17. Any sign not expressly permitted by the provisions of these sign regulations, other than a non-conforming existing sign.
- C. Election Season Preemption. Noncommercial signs are allowed on private property in all districts during election season to the extent required by Minnesota Statutes §211B.045, as amended. Except as preempted by Minnesota Statutes §211B.045, these sign regulations control.
- D. Freestanding Temporary Signs. Freestanding temporary signs are allowed in all districts subject to the following restrictions and qualifications:
1. No more than one freestanding temporary sign shall be placed on a premise of record at any given time.
 2. The placement of a freestanding temporary sign on a premises of record is limited to a maximum of sixty (60) days during any calendar year, which days may be consecutive or non-consecutive. This restriction applies, in aggregate, to all freestanding temporary signs placed on a premises of record during a calendar year.
 3. Each freestanding temporary sign shall:
 - a. Not exceed eight (8) feet in height;
 - b. Not exceed fifteen (15) feet in width;

- c. Not exceed thirty-two (32) square feet in sign area; and
 - d. Not be closer than ten (10) feet from the boundary line of a premises of record or any right-of-way.
4. Garage sale signs are separately addressed by these regulations and shall be allowed in addition to the freestanding temporary signs described above.
 5. Construction signs are separately addressed by these regulations and shall be allowed in addition to the freestanding temporary signs described above.

E. Banners. Banners forty (40) square feet in area or less are permitted as follows:

1. One such Banner is permitted per premises of record, unless the premises of record contains a multi-tenant building, in which case the following shall apply:

<u>Number of Tenants</u>	<u>Number of Banners Allowed:</u>
1 through 7	1
8 through 11	2
12 through 15	3
16 through 19	4
20 through 23	5
24 through 27	6
28 through 31	7
32 or more	8

2. The placement of a banner at a premises of record is limited to a maximum of sixty (60) days during any calendar year, which days may be consecutive or non-consecutive. This restriction applies, in aggregate, to all banners placed on a premises of record during a calendar year.
3. Each banner shall be located on the wall of a building or structure.
4. A banner may be used in place of an approved wall sign if the banner is approximately equal in size to the approved wall sign and there is intent to replace the banner with the wall sign once the wall sign becomes available for installation. Any such banner shall be allowed until the applicable wall sign is installed or for a period of one-hundred and eighty (180) days from the date the banner is first placed on the building, whichever occurs first.

F. Properties for Lease or Sale. In addition to any temporary sign permitted elsewhere in these regulations, a temporary sign may be placed on any premises of record that is actively being marketed for lease or sale, subject to the following restrictions:

1. Each such temporary sign shall be removed within seven (7) days following the date of leasing or sale.
2. The maximum sign area for each such temporary sign is as follows:

- a. R-1, R-2, R-4, Agricultural, Conservation and Shoreland Districts – nine (9) square feet.
 - b. R-3 and R-5 Districts – eighteen (18) square feet.
 - c. B-1, B-2, B-3, B-4, I-1, I-2, and Public Districts – thirty-two (32) square feet
- 3. No such temporary sign shall exceed eight (8) feet in height.
- G. Garage Sale Signs. In addition to any temporary sign permitted elsewhere in these regulations, garage sale signs with a sign area of four (4) square feet or less are allowed during the duration of a garage sale. Any such garage sale signs shall be removed within one (1) day after the end of the sale. Garage sale signs shall not be located in any public right-of-way or easement. The City shall have the right to remove and destroy signs not conforming to this provision. The City shall assess a fee of five dollars (\$5.00) per sign removed by the City pursuant to this provision.
- H. Construction Signs. If the City issues a grading or building permit for a premise of record, a sign twenty-four (24) square feet in area or less may be placed on the premises of record while the grading or building permit is in effect. For purposes of these regulations, a permit shall be deemed to be in effect from the date it is issued until the date it expires pursuant to its terms.
- I. Special Event Signs. Special event signs are permitted in all districts subject to the following restrictions:
 - 1. No more than three (3) special event signs are allowed within the City for any given special event. Further, each premises of record is limited to one (1) special event sign.
 - 2. Special event signs may be erected and maintained for a period not to exceed thirty (30) days prior to the date of the special event and shall be removed within two (2) business days following the special event.
 - 3. The maximum sign area for each special event sign is as follows:
 - a. R-1, R-2, R-4, Agricultural, Conservation and Shoreland Districts – nine (9) square feet;
 - b. R-3 and R-5 Districts – eighteen (18) square feet; and
 - c. B-1, B-2, B-3, B-4, I-1, I-2 and Public Districts – thirty-two (32) square feet.
- J. Promotional Devices. Promotional devices are prohibited except when used in conjunction with a grand opening (the initial commencement of business). For a grand opening, Promotional Devices shall be allowed for the week, or part thereof, of the grand opening (a week, for purposes of this grammatical paragraph only, meaning from Monday to Sunday). Promotional Devices may not be attached to or placed on a building or other structure and

may not exceed building height permitted by Code for the applicable district. On the Monday following such grand opening, all promotional devices shall be removed.

K. Canopy and Marquee Signs. One sign is permitted on each side and front of a Canopy and Marquee, but no Canopy and Marquee shall be considered part of the wall area of a building and thus shall not warrant additional sign area.

L. Illuminated Sign Standards. The following standards apply to illuminated signs allowed by these regulations:

1. Each illuminated sign shall have a shielded light source;
2. Each illuminated sign shall be equipped with: i) an automatic dimmer control to produce the light intensity changes required by these regulations; and ii) a means to immediately turn off the display or lighting if the illuminated sign malfunctions.
3. No illuminated sign shall, at any given time, exceed a brightness level of 0.3 foot-candles above ambient light as measured by a foot-candle (Lux) meter using the following procedure:
 - a. At least thirty (30) minutes past sunset, the ambient light level shall be measured while the illuminated sign is off, displaying all black copy or completely blocked from displaying any light.
 - b. After the ambient light level is measured, a second measurement of the fully operational illuminated sign shall be taken.
 - c. If the difference between the ambient and fully operational measurements is 0.3 foot candles or less, the brightness is properly adjusted; otherwise, the illuminated sign must be adjusted to comply with the brightness adjustment standard set forth above.
 - d. Each required meter reading shall be taken at the measurement point described below while the meter is aimed toward the center of the illuminated sign.
 - e. The measurement point shall be five feet above the finished grade at the following distance in front of the illuminated sign:

Lighted Area of Illuminated Sign (measured in square feet)	Distance from Illuminated Sign (measured in linear feet)
10 or less	32
More than 10 but less than or equal to 20	45
More than 20 but less than or equal to 30	55

Lighted Area of Illuminated Sign (measured in square feet)	Distance from Illuminated Sign (measured in linear feet)
More than 30 but less than or equal to 40	63
More than 40 but less than or equal to 50	71
More than 50 but less than or equal to 60	77
More than 60 but less than or equal to 70	84
More than 70 but less than or equal to 80	89
More than 80 but less than or equal to 90	95
More than 90 but less than or equal to 100	100
More than 100 but less than or equal to 110	105
More than 110 but less than or equal to 120	110
More than 120 but less than or equal to 130	114
More than 130 but less than or equal to 140	118
More than 140 but less than or equal to 150	122

4. Prior to the issuance of a sign permit for an illuminated sign, the applicant shall provide a written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed the light intensity levels allowed by these regulations.
5. A person that owns or otherwise controls an illuminated sign shall adjust the illuminated sign, in accordance with the City's instructions, to meet the light intensity standards set forth in these regulations. Such adjustment shall be made immediately upon notice of non-compliance from the City.

M. Substitution. Signs containing noncommercial speech are permitted anywhere that advertising or business signs are permitted, subject to the same regulations applicable to such signs.

Subd. 4 District Regulations. Signs are permitted in the districts as follows:

A. R-1, R-2, R-4, Agricultural, Shoreland, Public and Conservation Districts.

1. Institutional and public recreational signs. One monument sign per premises of record is permitted for a church, public institution or recreational facility. The sign area of each such monument sign shall not exceed thirty-two (32) square feet. The dimensions of each

monument sign structure shall not exceed fifteen (15) feet in width and six (6) feet in height, and no monument sign shall be placed closer than ten (10) feet to any public right-of-way line. In addition to any monument sign, one wall sign will be permitted on each building face, not to exceed two wall signs per building. The sign area of each such wall sign shall not exceed 5% of the building face on which it is located.

2. Area identification signs. A residential subdivision of twenty (20) or more acres is permitted a maximum of two (2) monument signs. The sign area of each such monument sign shall not exceed fifty (50) square feet. The dimensions of each monument sign structure shall not exceed fifteen (15) feet in width and six (6) feet in height. Such monument signs shall be located near the main entrances of the subdivision and shall be limited to one (1) monument sign per intersection.
3. Directional signs. Directional signs for non-single-family uses are allowed up to three (3) per premises of record. The sign area of each such directional sign shall not exceed four (4) square feet.

B. R-3 and R-5 Districts.

1. Multiple Family Dwellings, Institutional and Public Recreational Signs. One monument sign per premises of record will be permitted for an apartment building, multiple-family townhome, church, public institution or recreational facility. The sign area of each such monument sign shall not exceed thirty-two (32) square feet. The dimensions of each monument sign structure shall not exceed fifteen (15) feet in width and six (6) feet in height, and no monument sign shall be placed closer than ten (10) feet to any public right-of-way line. In addition to any monument sign, one wall sign will be permitted on each building face, not to exceed two wall signs per Building. The sign area of each such wall sign shall not exceed 5% of the building face on which it is located.
2. Area Identification Signs. A residential subdivision of twenty (20) or more acres will be permitted a maximum of two (2) monument signs. The sign area of each such monument sign shall not exceed fifty (50) square feet. The dimensions of each monument sign structure shall not exceed fifteen (15) feet in width and six (6) feet in height. Such monument signs shall be located near the main entrances of the subdivision and shall be limited to one (1) monument sign per intersection.
3. Directional Signs. Directional signs for non-single-family uses are allowed up to three (3) per premises of record. The sign area of each such monument sign shall not exceed four (4) square feet.

C. B-1 and B-4 Districts.

1. Monument Signs. One monument sign is allowed per premises of record. The maximum sign area of each such monument sign shall be based on the Street Frontage of the premises of record on which such monument sign is located as follows:

FRONTAGE:	MAX. Sign Area in Square Feet:
0 – 199'	40
200 – 299'	50
300' +	60

- a. For corner lots, the owner of the premises of record shall decide which Street Frontage of the applicable property will be used to calculate the maximum sign area allowed (i.e. the owner may choose one side of the property with Street Frontage or the other, but not both). The monument sign must be located on the side of the premises of record that was used to perform the above calculation.
 - b. No monument sign structure shall exceed 15 feet in height or 15 feet in width. The monument sign structure shall not exceed 150 square feet.
 - c. For multi-tenant buildings, one monument sign per premises of record is allowed. The sign area of each such monument sign shall not exceed 120 square feet, with a maximum sign area of 50 square feet per tenant.
 - d. Each monument sign shall be constructed of materials similar in appearance to those of the principal building that it serves. The ground area around the base of each monument sign shall be landscaped with shrubs and landscaping equal to fifty percent (50%) of the sign area. Landscape materials shall be selected to withstand the environmental conditions of the site and provide seasonal interest.
 - e. No monument sign shall be placed closer than ten (10) feet to any public right-of-way line.
2. Wall Signs. Wall signs are allowed as follows:
- a. For buildings other than multi-tenant buildings, any one of the following configurations is allowed:
 - i) One (1) wall sign covering a maximum of 10% of the building face on which it is located.
 - ii) Two (2) wall signs located on separate building faces, each covering a maximum of 10% of the building face on which it is located.
 - iii) Three (3) wall signs located on separate building faces, one (1) covering a maximum of 10% of the building face on which it is located and each of the other two (2) covering a maximum of 5% of the building face on which it is located.
 - iv) Four (4) wall signs located on separate building faces, each covering a maximum of 5% of the building face on which it is located.
 - b. For multi-tenant buildings, wall signs may cover a maximum of 10% of each building

face. Further, the number of wall signs located on any building face shall not exceed the number of tenants in a multi-tenant building, subject to the limitations contained in the next two sentences. Wall signs associated with the tenant's use may only be placed on exterior walls of the tenant's space. A tenant shall be allowed up to a maximum of two (2) wall signs with each wall sign located on a separate building face.

- c. Wall sign colors and materials shall coordinate with the building face to which the wall sign is attached.
 - d. Wall signs shall use dimensional letters and logos, be back lit or illuminated with a shielded light source if the wall sign is illuminated and be compatible with the building and other signage if a multi-tenant building.
 - e. One wall sign shall be permitted on each building face, not to exceed two wall signs per building. For multi-tenant buildings, one wall sign for each tenant is allowed provided that the building face coverage limitation set forth below is met.
 - f. A maximum of 10% of any building face may be used for a wall sign.
 - g. Wall signs shall not project above the roof level.
 - h. Wall sign colors and materials shall coordinate with the building face to which the wall sign is attached.
 - i. Wall signs shall use dimensional letters and logos, be back lit or illuminated with a shielded light source if the wall sign is illuminated and be compatible with the building and other signage if a multi-tenant building. Symbols, pictorial presentations, illustrations, or decorations (anything other than wording) shall not occupy more than 15% of the allowed sign area.
3. Development Identification Signs. For every 1,000 lineal feet that a development fronts a county or state highway, one area identification sign is allowed, up to a maximum of two signs, not to exceed a sign area of fifty (50) square feet per area identification sign. A minimum of 1,000 lineal feet is required for area identification sign eligibility. Area identification signs must not exceed six (6) feet in height and fifteen (15) feet in width. No area identification sign shall be placed closer than ten (10) feet to any public right-of-way line. Each area identification sign shall only identify the name of the development and shall not contain the name(s) of individual tenants. The area identification sign may not contain advertising.
4. Auto Service Station Signs. Signs on gas pump island canopies shall not exceed 10% of the canopy face.
5. Directional Signs. Up to three directional signs per premises of record are permitted. The sign area of each directional sign shall not exceed five (5) square feet.

D. B-2 and B-3 Districts.

1. Monument Signs. Where a building does not cover the full area of the property, one monument sign is allowed per premises of record. The sign area of any such monument sign shall not exceed thirty-two (32) square feet. The structure of each such monument sign shall not exceed twelve (12) feet in height or six (6) feet in width.
2. Wall Signs. For buildings other than multi-tenant buildings, one wall sign is permitted per building face, not to exceed two wall signs per building. For multi-tenant buildings, the number of wall signs located on any building face shall not exceed the number of tenants in a multi-tenant building, subject to the limitations contained in the next two sentences. Wall signs associated with a tenant's use may only be placed on exterior walls of the tenant's space. A tenant leased space with multiple building faces shall be allowed up to a maximum of two (2) wall signs with each wall sign located on a separate building face. In regard to all buildings, the following requirements apply to wall signs:
 - a. A maximum of 10% of the building face may be used for a wall sign.
 - b. A wall sign shall not project above the roof level.
 - c. The colors and materials of a wall sign shall coordinate with the building facade to which the wall sign is attached.
 - d. Wall signs shall use dimensional letters and logos.
 - e. If the wall sign is back lit or illuminated, it shall use a shielded light source.
3. Auto Service Stations. Signs on gas pump island canopies shall not exceed 10% of the canopy face.
4. Directional signs. Directional signs shall be allowed at the discretion of the City. The sign area of directional signs shall not exceed four (4) square feet.
5. Awning and Blade Signs. It shall be unlawful for any person within the City to erect, build, set up, place or keep any sign or wooden awning over any street or sidewalk in the City at a height less than eight (8) feet from and above such street and sidewalk. Further, it shall be unlawful for any person within the City of Waconia to erect, build, place, or keep any cloth awnings over any street or sidewalk at a height less than six and one half feet (6.5) above such sidewalk. One awning sign is allowed per premises of record, provided the sign area does not exceed eight (8) square feet. The sign area shall reduce, square foot for square foot, the sign area of any permitted wall signs on the same building. Awning signs shall be an integral part of the awning and shall not project above or below the vertical awning face.
6. Sidewalk signs. One sidewalk sign is permitted for each building frontage as a temporary sign. Any such sidewalk sign shall be a maximum of one and one-half (1.5 feet) in width and four (4) feet in height, including support members, with no more than two faces.

Plastic letters are not permitted. Sidewalk signs shall not limit pedestrian use of sidewalk and shall be removed at the end of each business day.

E. I-1 and I-2 Industrial Districts.

1. Monument Signs. One monument sign is allowed per premises of record. The sign area of any such monument sign shall not exceed sixty (60) square feet. The structure of each such monument sign shall not exceed eight (8) feet in height and fifteen (15) feet in width. No monument sign shall be placed closer than ten (10) feet to any public right-of-way line. For multi-tenant buildings, one monument sign per premises of record is allowed. The sign area of each such monument sign shall not exceed one hundred (100) square feet, with a maximum of sign area of fifty (50) square feet per tenant.
2. Wall Signs. For buildings other than multi-tenant buildings one wall sign shall be permitted per building face, not to exceed two wall signs per building. For multi-tenant buildings, wall signs may cover a maximum of 10% of each building face. Further, the number of wall signs located on any building face shall not exceed the number of tenants in a multi-tenant building, subject to the limitations contained in the next two sentences. Wall signs associated with the tenant's use may only be placed on exterior walls of the tenant's space. A tenant shall be allowed up to a maximum of two (2) wall signs with each wall sign located on a separate building face.
 - a. A maximum of 10% of the building face may be used for a wall sign.
 - b. Signs shall not project above the roof level.
 - c. Wall sign colors and materials shall coordinate with the building facade to which the wall sign is attached.
 - d. Wall signs shall use dimensional letters and logos, be back lit or illuminated with a shielded light source if the wall sign is illuminated and be compatible with the building and other signage if a multi-tenant building. Symbols, pictorial presentations, illustrations, or decorations (anything other than wording) shall not occupy more than 15% of the allowed sign area.
3. Area Identification Signs. One area identification sign per development entrance is allowed. The sign area of each such area identification sign shall not exceed fifty (50) square feet. Area identification signs must not exceed six (6) feet in height and fifteen (15) feet in width. No area identification sign shall be placed closer than ten (10) feet to any public right-of-way line. The area identification sign shall only identify the name of the industrial park.
4. Directional Signs. Up to four (4) Directional signs per premises of record are permitted. The sign area of each directional sign shall not exceed four (4) square feet.

F. F-1 District.

1. Wall Signs. Wall signs shall identify the names of buildings only. The sign area of wall signs shall not exceed five percent (5%) of the total area of the building face on which it is located.
2. Area identification Signs. One area identification sign shall be allowed per street frontage. The sign area of each area identification sign shall not exceed fifty (50) square feet in area. Area identification signs must not exceed ten (10) feet in height and fifteen (15) feet in width.
3. Off Premises Commercial Signs. Existing off premises commercial signs are non-conforming existing signs.

Subd. 5 General Design, Construction and Setback Requirements.

- A. General. Except as provided to the contrary in these regulations, a sign shall be designed as an integral architectural element of the building and site to which it principally relates. Materials and colors that are compatible with the character of the building and the surrounding environment should be used on all signage.
- B. Construction. All signs shall be constructed and maintained in conformance with applicable building code requirements. If supporting structures are used in the display of a sign, they shall be of a quality able to withstand the elements. Excessive or unnecessary supporting structures are prohibited.
- C. Setbacks. Except as provided to the contrary in these regulations, all freestanding signs shall meet the building setback requirements of the district in which the sign is located.

Subd. 6 Administration and Enforcement

- A. Sign Permit Required. No person or entity shall install, erect, relocate or modify any sign in the City without first obtaining a sign permit from the City, except as provided in Subd. 6, D. below.
- B. Permit Application.
 1. Applications for sign permits shall be made to the Zoning Administrator using an application form provided by the City. Each application must include the following information and supporting documentation:
 - a. The name and address of the owner of the sign;
 - b. The street address or location of the premises of record on which the sign is located, or will be located, along with the name and address of the owner of the premises of record;
 - c. The type of sign, as defined in these regulations;

- d. A site plan showing the location of the proposed sign;
 - e. Specifications and scale drawings showing the materials, design, dimensions, structural supports, method of attachment and electrical components of the sign;
 - f. A plan showing the location and size of all existing signs located on the same premises;
 - g. If the sign is a wall sign, a drawing to scale showing the location of the wall sign on the applicable building face and the percentage of the applicable building face covered by the wall sign;
 - h. If the sign is to be illuminated, all information required showing the sign will comply with these regulations; and
 - i. Any required sign permit fee.
2. No application will be considered complete until all required information and documentation is submitted to the City.
 3. The Zoning Administrator shall approve or deny a sign permit within sixty (60) days from the receipt of a complete application, including applicable fee. A copy of the decision will be made in writing and delivered to the applicant electronically at the email address provided in the application. In the alternative, the applicant may request notification via U.S. Mail if the applicant provides a self-addressed, postage prepaid envelope at the time the permit application is submitted. If a permit application is denied, the reason will be stated in writing.
- C. Permit Fee. At the time of application, the applicant shall pay the permit fee listed in Chapter 1100 of the Waconia City Code unless an exemption listed in Subd. 6, D. applies. No fee shall be refunded in any circumstance, even if the permit application is withdrawn.
- D. Exemptions.
1. The following signs are exempt from both permit and fee requirements, but subject to all other provisions of these sign regulations:
 - a. Directional signs;
 - b. Address signs; and
 - c. Traffic control signs and street signs placed by a governmental entity in a public right-of- way.
 2. The following signs are exempt from fees, but subject to all other provisions of these sign regulations:

- a. Special event signs; and
 - b. Banners.
3. Noncommercial signs posted on private property during a political campaign in compliance with Minnesota Statutes 211.045, as amended, are exempt from the permit, fee and the other requirements of these regulations to the extent Minnesota Statutes 211.045, as amended, preempts these regulations. These sign regulations apply to such signs in all other circumstances.
- E. Planned Unit Developments and Large Developments. The City Council may recognize separate sign plans for planned unit developments and large developments that will supersede these regulations. To qualify as a large development, the development must include a commercial use of three or more principal structures with common characteristics, as determined by the City, or a platted residential use of twenty or more lots with common characteristics, as determined by the City. Common characteristics may include shared access, similar architecture, single ownership or history of site plan approval. Any such sign plan approved by the City Council will have the effect of a sign ordinance for the applicable premises of record. Such an individual sign plan will only be considered if: (i) the development includes a substantial site area and/or the sign plan is necessary to address the unique visibility needs of the development; and (ii) the City Council finds that the sign plan meets the purpose and intent of these regulations.
- F. Appeal. An applicant may appeal any denial of a sign permit application using the appeal procedure set forth in Section 900.12, Subd. 3, of the Waconia City Code.
- G. Variiances. No variance shall be granted from these sign regulations unless such variance is granted pursuant to Section 900.12, Subd. 4, of the Waconia City Code.
- H. Maintenance. Any sign in a state of disrepair shall be restored to good condition and repair by the owner thereof or the owner of the premises of record on which the sign is situated within twenty-one (21) days after the mailing of written notice of repair from the City. In the event of non-compliance with said notice, the City may, at its option, repair or remove such sign at the expense of the owner thereof or the owner of the applicable premises of record, which persons/entities shall be jointly and severally liable for any such removal or repair. The City may enter, at reasonable times, any property to inspect or re-inspect any sign.
- I. Dangerous Signs. The City may remove any sign that endangers the public safety, such as a dangerous or structurally unsound sign, or any sign for which no permit was issued. The City shall prepare a notice describing the sign, specifying the violation involved and stating that, if the sign at issue is not removed or the violation is not corrected within five (5) days, the sign shall be removed at the expense of the owner thereof or the owner of the applicable premises of record, which persons/entities shall be jointly and severally liable for the cost of any such removal.
- J. Non-Conforming Existing Signs. Each non-conforming existing sign shall be permitted to remain until such time as the use of the sign materially changes, the premises of record on

which the non-conforming existing sign is located is subdivided, or the non-conforming existing sign is removed or replaced. At such time, the non-conforming existing sign shall be brought into full compliance with these regulations. This shall not prevent routine maintenance or repair to any non-conforming existing sign.

- K. Severability. If any subsection, division, sentence, clause or phrase of these sign regulations is for any reason held to be invalid, such determination shall not affect the validity of the remaining portions of these regulations. The City Council hereby declares it would have adopted these regulations irrespective of the fact that any one or more subsections, divisions, sentences, clauses, or phrases be declared invalid.