

Section 1200 - Purpose and Intent

1200.01 Recitals.

This Chapter shall be known, cited and referred to as the Arden Hills Sign Code, except as referred to herein, where it shall be known as "this Chapter."

1200.02 Purpose and Findings.

The purpose and findings of this Chapter are as follows:

Subd. 1 Purpose. This Sign Code is intended to establish a comprehensive and balanced system of sign control that accommodates the need for a well-maintained, safe, and attractive community, and the need for effective communications, including business identification. It is the intent of these sign regulations, to promote the health, safety, general welfare, aesthetics, and image of the community by regulating signs that are intended to communicate to the public in all areas of the City. It is not the purpose or intent of this Chapter to regulate the message displayed on any sign. The purpose of this Chapter is to authorize:

- A. Permanent signs which establish a high standard of aesthetics and are appropriate for the planned character in each sign district as established in Section 1240;
- B. Signs which are compatible with their surroundings;
- C. Signs which are designed, constructed, installed and maintained in a manner that does not adversely impact public safety or create a hazard to motorists, pedestrians, or cyclists;
- D. Signs that are proportioned to the scale of, and are architecturally compatible with, principal structures;
- E. Permanent signs which give preference to the on-premise owner or occupant;
- F. Temporary commercial signs and advertising displays which provide an opportunity to advertise while restricting signs that create visual clutter and hazards at public right-of-way intersections;
- G. Minimize adverse effects on nearby property; and,
- H. Provide for fair and consistent enforcement of the sign regulations set forth herein under the authority of the City.

Subd. 2 Findings. The City finds it is necessary for the promotion and preservation of the public health, safety, welfare, and aesthetics of the community to control the construction, location, size, and maintenance of signs. Further, the City finds:

- A. Permanent and temporary signs have a direct impact on and relationship to the image and aesthetic of the community;
- B. The manner of installation, location and maintenance of signs affects the public health, safety, welfare and aesthetics of the community;
- C. An opportunity for viable identification of community businesses, residences, and institutions must be established;
- D. The safety of motorists, cyclists, pedestrians and other users of public streets and property is affected by the number, size, location and appearance of signs that create a hazard for drivers, particularly from dynamic display signs;
- E. Installation of signs suspended from, projecting over, or placed on the tops of buildings, walks or other structures may constitute a hazard during periods of high winds and an obstacle to effective fire-fighting and other emergency service;
- F. Uncontrolled and unlimited signs and sign types, particularly dynamic display signs, adversely impact the image and aesthetic attractiveness of the community and thereby undermine economic value and growth;
- G. Uncontrolled and unlimited signs, particularly temporary signs which are commonly located within or adjacent to public right-of-way or are located at driveway/street intersections, result in roadside clutter and obstruction of views of oncoming traffic. This creates a hazard to drivers and pedestrians and also adversely impacts a logical flow of information;
- H. Commercial signs are generally incompatible with residential uses and should be strictly limited in residential zoning districts; and
- I. The right to express noncommercial opinions in any zoning district must be protected, subject to reasonable restrictions on size, height, location and number.

1200.03 Scope of Regulations.

The sign regulations set forth in this Chapter shall apply to all structures and all land uses. This Chapter describes the signage standards for the nine sign districts that overlay the zoning districts of the City. Specific additional regulations are established for signs which are unique in purpose and not easily addressed by district regulations. No person, property owner, lessee shall place, erect, alter, modify, enhance or change in any way a sign that does not conform to the requirements of this Chapter and all other applicable regulations.

1200.04 Severability.

If any section, subsection, sentence, clause, phrase, or other part of this Chapter is for any reason held to be invalid, such invalidity shall not affect the validity or enforceability of the remaining portion of this Chapter. The City Council hereby

declares that it would have adopted the Chapter in each section, subsection, sentence, or phase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases are declared invalid.

Section 1210 - Definitions

1210.01 Definitions.

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicated a different meaning:

- Auxiliary sign. A sign that provides direction for internal circulation, parking or entry, restrictions on parking, security warnings, or other similar primarily noncommercial signs that are directed at people that are entering, exiting, or on a particular property. Auxiliary signs do not include outdoor advertising signs.
- Banner. Any temporary sign of lightweight fabric or similar material mounted to a pole or a building at one (1) or more edges.
- Billboard. See "Outdoor advertising sign."
- Canopy/awning sign. A message or logo on an awning or canopy which is constructed according to the requirements of the building code, is an integral part of the building, and is consistent with the architecture and design of the building.
- Clear vision area. The clear vision area shall be an area within a triangle that is measured along the edge of the driving surface of the road starting at the intersection of two roads (public or private) and extending thirty (30) feet in each direction from the intersection and then a line connecting these two end points.
- Changeable message sign. A message that is not permanently attached to the sign face but is not a dynamic display. The message is changed manually.
- Commercial message sign. Any message which identifies a business or product or promotes the sale of any product or service.
- Dynamic Display. Any characteristics of a sign that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes, but is not limited to, any rotating, revolving, moving, flashing, blinking, projecting, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink," or any other method or technology that allows the sign face to present a series of images or displays.
- Freestanding sign. A self-supporting sign usually held up by uprights placed in the ground or any other base that is anchored to the ground.
- Grand opening. Commencement of operation of a new business. For purposes of the ordinance, a grand opening is considered to occur if there is a business name change or change in type of business or activity.
- Graphic sign. A sculpture attached to or sign painted directly on a wall that is primarily symbolic or representational in nature and not alpha or numeric in content or copy.
- Illuminated sign. Any sign, which has characters, letters, figures, designs or outlines which is illuminated by an artificial light source.
- Incidental sign. Any sign that is generally not understandable or readable from property other than where the sign is located, such as from adjacent property or a public street, as determined by the City Administrator or their designee.
- Lighting, backlit. An illuminated sign where the light source which illuminates the wall behind individual sign letters is hidden from view. The sign letters are opaque and appear as a silhouette against the lighted surface.
- Lighting, external. The sign is illuminated by means of external light fixtures directed at the sign.
- Lighting, internal. An illuminated sign having the source of illumination located inside a translucent panel and is not directly visible.
- Menu Board Sign. A freestanding exterior sign adjacent to the drive-through lane at a drive-through facility that identifies items for sale at the facility and their associated prices for customers. The menu board must comply with §1240.02 of this chapter.
- Monument sign. A freestanding sign with its sign face mounted on the ground or mounted on a base at least as wide as the sign and is less than sixteen (16) feet in height.
- On-premise sign. A sign whose message is related to the property or the activity and use occurring on the property on which the sign is located. On-premise signs include multi-tenant identification signs that may advertise tenants on different property provided such tenants are within the same approved PUD and parking is shared between properties.
- Outdoor advertising sign. Any sign that is located outdoors and that advertises a product, business, service, event, or any other matter that is not available, or does not take place, on the same premises as the sign. Outdoor advertising signs are

commonly called billboards. An outdoor advertising sign does not include a sign that is not readily understandable or readable from property other than where the sign is located, such as from adjacent property or a public street, as determined by the City Administrator or their designee.

- Permanent sign. Any sign that is not temporary.
- Pole sign. A freestanding sign that is elevated off the ground by one or more poles.
- Portable sign. A temporary sign with or without copy and graphic that is designed or intended to be moved or transported but not including banner signs. Examples of portable signs include, but are not limited to: A-frame or T-frame signs, sandwich signs; signs designed to be transported by trailer or on wheels; and signs mounted on a vehicle for advertising purposes, except signs identifying a business when the vehicle is being used in the normal day-to-day operation of that business. A sign may be a portable sign even if it has wheels removed, was designed without wheels, or is attached to the ground, a structure, or other sign.
- Projecting sign. A sign, other than a wall sign, that is attached to and projects more than eighteen (18) inches from the building façade.
- Public sign. A traffic control sign in Minnesota State Statutes; any identification sign installed in a public park by a public authority; and any other identification, regulatory, or warning sign approved by the City Council for installation on public land.
- Re-facing. The process of replacing the sign copy, message, logo, or graphic on a sign without altering or moving the structure to which the sign face is attached.
- Roof sign. A sign that is mounted on the roof of a building or on a parapet wall that is above the roof line.
- Rotating sign. A sign or a portion of a sign which moves in a rotating oscillating or similar manner other than changing signs.
- Service area canopy. Open air roof-like structure that projects from the wall of a building or is freestanding and is for the purpose of shielding equipment and/or people from the elements; is often found covering service or gasoline station islands.
- Sign. Any written message, pictorial presentation, number, illustration, decoration, banner or other device that is used to announce, direct attention to, identify, advertise or otherwise make anything known. For purpose of maintenance or removal, the term "sign" shall also include frames and support structures.
- Sign area. The area in square feet of smallest rectangle, circle, or triangle that contains the sign copy.
- Sign height. The distance measured perpendicular from the highest point of the sign structure to the average elevation of the street used for access to the property.
- Temporary sign. A sign designed to be displayed for a limited period of time that is not permanently affixed to the land or to a structure.
- Wall sign. A sign attached to or erected against an exterior wall surface of a building or structure.
- Window sign. A sign mounted inside of a building within the window area that is applied or fastened to the window in a manner that is intended to be viewed from outside the building.

Section 1220 - Permit and Review Process

1220.01 Permit Required.

Except for those signs listed in Section 1230.01, no sign shall be erected, altered, reconstructed, maintained, moved, or enhanced in the City without obtaining a sign permit from the City. The content of the message or speech displayed on the sign shall not be considered when approving or denying a sign permit; however, the content must be submitted to evaluate the sign copy area and to restrict permanent off-premise signs. A separate sign application shall be required for each sign.

1220.02 Application Process.

An application for a sign permit shall be on the City's official sign application. Unless waived by the City Administrator or their designee, each application shall contain the following information or it shall be considered incomplete:

Subd. 1 Name, signature, address, and phone number of the property owner (required).

Subd. 2 Name, signature, address, and phone number of the applicant (if different than the property owner).

Subd. 3 Parcel ID of the property.

Subd. 4 A complete set of plans drawn to scale showing the necessary elevations, setbacks, size, and details to fully and clearly represent the construction and place of the signs(s).

Subd. 5 Type of sign (wall, monument, pole, etc.).

Subd. 6 Certification by the applicant(s) indicating the application complies with all requirements of this Chapter.

Subd. 7 A separate building permit may also be required from the Building Official for signs involving new or modified sign structures.

Subd. 8 If the applicant is not the property owner, the applicant shall obtain written permission from the property owner and

provide a copy to the City prior to approval of the permit.

1220.03 Review Process.

The City Administrator or their designee shall approve or deny the sign permit application in an expedited manner, no more than thirty (30) days from the receipt of the completed application, including applicable fees. All permits not reviewed within thirty (30) days shall be deemed approved. Applicants shall be notified in writing if the application is denied, including the reasons for denial.

1220.04 Appeals Process.

Appeals shall be made to the Planning Commission in writing within fifteen (15) days of the confirmed delivery of the denial letter for the sign permit application. The Planning Commission shall hold a hearing as soon as practicable but not more than forty-five (45) days after confirmed receipt of the appeal to review the appeal and make a recommendation to the City Council. The City Council shall review the Planning Commission's recommendation as soon as practicable but not more than forty-five (45) days after the Planning Commission's recommendation.

1220.05 Fees.

Sign permit fees and the impoundment fee shall be set by the City Council by ordinance on an annual basis.

1220.06 Inspection & Enforcement.

Subd. 1 Inspection Authority. All signs shall be subject to inspection by the City Administrator or their designee, who is hereby authorized to enter upon any property of premise to ascertain whether the provisions of this Chapter are being obeyed. Such entrance shall be made during business hours unless an emergency exists.

Subd. 2 Signs in Disrepair. The City Administrator or their designee may order the removal of any sign that is not maintained in accordance with the maintenance provisions of this ordinance. Upon failure to comply with such notice within the time specified in such order, the City Council may declare the sign to be a public nuisance, impound it, and assess the cost of removal to the sign owner or the sign owner's agent.

Subd. 3 Impoundment of Signs on Public Property or Within Public Right-of-way. The City Administrator or their designee may, at any time and without notice, impound signs that have been installed on public property, within a public right-of way, or within a public easement that are in violation of this Chapter. The sign owner or their agent may retrieve an impounded sign subject to the following rules:

- A. Payment of an impoundment release fee. Any subsequent impoundment(s), within one calendar year, for a particular property or sign owner will require payment of double the initial impoundment release fee.
- B. Any impounded sign may be retrieved from the impound area within three (3) business days of the impoundment or the City Administrator or their designee may dispose of it. The impound area can be located by contacting City Hall. Any cost incurred by the City for disposal of an impounded sign may be assessed to the sign owner or the sign owner's agent.
- C. The City shall have no obligation to notify a property owner that it has impounded a sign.
- D. The City shall not be held liable for any damage to an impounded sign.

Section 1230 - Exempt and Prohibited Signs

1230.01 Exemptions.

All signs shall require an approved sign permit prior to placement except for the signs specifically noted in this section. Exempted signs shall not reduce the permitted signage for a property. These exemptions shall not relieve the owner of the sign from the responsibility of its maintenance and its compliance with the provisions of this Chapter or any other law or ordinance regulating the same.

Subd. 1 Government Signs. All governmental signs, including but not limited to traffic control and other regulatory purpose signs, street signs, identification signs, informational signs, danger signs and railroad crossing signs.

Subd. 2 Non-commercial Signs in an Election Year. In years where a federal, state or local government election is conducted within the city, non-commercial signs may be posted no more than 70 days prior to that election. These non-commercial signs shall be placed in accordance with Section 1230.02 and 1250.03 Subd 2, 3, and 4. Those responsible for posting the signs shall remove any signs within 10 days following an election.

Subd. 3 Address Signs. Address identification not exceeding four (4) square feet in area for each structure or portion of a structure with an assigned address. Street identification numbers are required in all sign districts and should be clearly visible from the street.

Subd. 4 Exempt Residential Signs. Properties in Sign Districts 1 and 3 shall be allowed up to eight (8) square feet of signage provided that a single sign is no larger than six (6) square feet, the signs are not illuminated, and freestanding signs are at least five (5) feet from any property line.

Subd. 5 Temporary Off-premise Signs. Temporary off-premise signs as designated in Section 1250.03.

Subd. 6 Portable Signs. Portable A-frame, T-frame, sandwich , or other similar signs that do not exceed six (6) square feet in size, are not illuminated, are located within fifteen (15) feet of the primary entrance to a building, and are displayed only during the hours of business operation. No more than two of these signs shall be in place at any given time.

Subd. 7 Incidental Signs. Incidental signs or signs within a building provided that the sign is not readily visible from the public right-of-way, adjacent properties, and are not illuminated.

Subd. 8 Window Signs. Window signs that are inside of a building shall not require a permit but shall be in accordance with Section 1240.02 Table 1.

Subd. 9 Non-commercial Signs. Any sign display or device allowed under this section may contain, in lieu of other copy, any otherwise lawful noncommercial message that does not direct attention to a business operated for profit, or to a commodity service for sale, and that complies with the size, height and lighting requirements of this Chapter.

(revised 1/27/2020)

1230.02 Prohibited Signs.

The following signs shall be prohibited in all sign districts:

Subd. 1 Signs with Moving, Swinging, Revolving, or Rotating parts.

Subd. 2 Dynamic Display Signs. Dynamic display signs shall be prohibited, except as provided in section 1240.04 of this code section.

Subd. 3 Roof Signs.

Subd. 4 Projecting signs.

Subd. 5 Noncompliant Signs. Any sign not constructed, wired, assembled, attached or supported in conformance with applicable building or other codes and regulations;

Subd. 6 Signs in the Right-of-way. Signs in the public right-of-way except as provided for in Section 1250.03, by Minnesota Statutes, or allowed by the agency regulating the right-of-way;

Subd. 7 Signs attached to public utility poles, trees, street signs, stoplights, or fences;

Subd. 8 Permanent outdoor advertising sign, including billboards;

Subd. 9 Portable Signs. Portable signs shall be prohibited, except for portable A-frame, T-frame, sandwich, or other similar signs that do not exceed six (6) square feet in size.

Subd. 10 Signs in the Clear Vision Area.

Subd. 11 Signs Imitating Traffic Control Signs. Signs which are designed to resemble official traffic signs except signs which are used to control traffic on private property;

Subd. 11 Any sign, sign type, sign lighting, or sign technology not specifically listed as permitted in this Chapter shall be prohibited.

Section 1240 - General Sign Regulations

1240.01 Regulation by Sign District.

For the purpose of regulating signs, the following nine sign districts are adopted:

District ***Description***

District ***Description***

- | | |
|---|---|
| 1 | All residential properties zoned R-1 or R-2. |
| 2 | All non-residential uses in the R-1 through R-4 zoning districts. |
| 3 | All residential properties zoned R-3 and R-4. |
| 4 | All properties fronting on County Road E east of Highway 51 except for those properties with frontage on Lexington Avenue. |
| 5 | All properties fronting on Lexington Avenue South of Interstate 694. |
| 6 | All properties zoned for commercial or industrial use fronting on Lexington Avenue north of Interstate 694, properties along Highway 96, and properties located in the B-1 zoning district. |
| 7 | All properties in the I-Flex, Gateway Business, or other commercial or industrial district without frontage on a roadway designated above. |
| 8 | All properties zoned Neighborhood Business. |
| 9 | The parts of the TCAAP area not fronting on Highway 96. |

1240.02 Permitted Sign Type, Area, Height, and Illumination by Sign District.

All signs shall conform to the applicable standards in Table One: Sign Standards by Sign District. The following provisions shall also apply:

Subd. 1 Wall Sign. Wall signs shall not extend more than eighteen (18) inches from the wall they are attached to.

Subd. 2 Freestanding Pole or Monument Signs.

A. No more than one freestanding sign shall be permitted on any site except in cases where properties front more than one public street. For properties that front more than one public street, an additional freestanding sign may be permitted for each street front provided that each additional freestanding sign does not exceed half the size of the maximum sign area allowed for a freestanding sign in the underlying sign district.

B. The sign area of a freestanding sign shall only be calculated using one side of the sign. If the two sides are different sizes, the larger side shall be used for determining sign area.

C. Freestanding signs in Sign Districts 4 and 5 shall be monument type ground signs with the copy resting on and supported by a solid base of brick or rock-faced block in a color similar to or complimentary to the main structure on the site. The material of the base must extend at least one-half way up the sides of the sign face.

D. Freestanding signs shall be located at least five (5) feet from any property line and shall not project over the property line. However, if the bottom edge of the sign copy is not located at least ten (10) feet above the ground with supports that do not encroach on the clear vision area of approaching traffic, the sign shall be located to preserve the clear vision area.

E. The total area of a freestanding sign shall not exceed 1.5 times the permitted sign copy area of a freestanding sign. The total sign area includes all sign copy, graphics, decorative features, borders, and structural supports except for the poles.

Subd. 3 Service Area Canopy. Each edge of a service area canopy facing a street is permitted twenty-five (25) square feet of sign area in addition to all other sign area permitted on the site. Such signage may be illuminated externally, internally, or backlit, but no other part of the face of the canopy shall be illuminated.

Subd. 4 Awnings and Canopies. No part of an awning or sun canopy shall be less than eight (8) feet or greater than twelve (12) feet above grade. Any sign area on the awning, if illuminated, will be deducted from the permitted wall sign area. The fabric or material used for the awning or canopy must be opaque and no internal illumination is permitted.

Table 1240.02 - Sign Standards by Sign District available in PDF, click [HERE](#)

Table 1 1240.02 - Table 1: Sign Standards by Sign District									
Sign Type	District 1 Residential R1/R2	District 2 Non- Residential Uses R1-R4	District 3 Residential R3/R4	District 4 County E Frontage <i>Revised December 3, 2008</i>	District 5 Lexington S of 694	District 6 Lexington N of 694, 96 & B1	District 7 IFLEX & Gateway, Non-Frontage Commercial	District 8 Neighborhood Business	District 9 TCAAP without frontage on Highway 96
WALL									
Total sign copy area	8 sf	20 sf	20 sf	50 sf	80 sf	60 sf	45 sf	30 sf	30 sf
Max Height	none	none	none	none	none	none	none	14 ft	14 ft
Lighting (a)	Not permitted	external	Not permitted	E/I/B	E/I/B	E/I	E/I	Not permitted	Not permitted
FREESTANDING									
Type (b)	M/P/O	M/P/O	M/P/O	M/O	M/O	M/P/O	M/P/O	M/P/O	Not permitted
Total sign copy area	6 sf	48 sf	32 sf	50 sf	100 sf	45 sf	25 sf	60 sf	Not permitted
Max Height	8 sf	6 ft	8 sf	10 ft	16 ft	12 ft	8 ft	8 ft	Not permitted
Lighting	Not permitted	E/I	E	E/I/B	E/I/B	E/I/B	E	E/I	Not permitted
GRAPHIC									
Total sign area	Not permitted	25% of wall	Not permitted	25% of wall	25% of wall	Not permitted	Not permitted	Not permitted	Not permitted
Max Height	Not permitted	none	Not permitted	none	none	Not permitted	Not permitted	Not permitted	Not permitted
Lighting	Not permitted	external	Not permitted	external	external	Not permitted	Not permitted	Not permitted	Not permitted
WINDOW									
Maximum coverage area	Not permitted	Not permitted	Not permitted	35% of window area, not to exceed 5% of building facade	35% of window area, not to exceed 5% of building facade	35% of window area, not to exceed 5% of building facade	35% of window area, not to exceed 5% of building facade	20% of window area, not to exceed 5% of building facade	35% of window area, not to exceed 5% of building facade
AUXILIARY									
Max sign copy area per sign	2 sf	4 sf	4 sf	8 sf	8 sf	6 sf	8 sf	6 sf	6 sf
Wall Height	Not permitted	4 ft	4 ft	8 ft	8 ft	6 ft	8 ft	6 ft	6 ft
Freestanding Height	2 ft	4 ft	4 ft	8 ft	8 ft	6 ft	8 ft	6 ft	6 ft
(a) E = external, I = internal, B = backlit									
(b) M = monument, P = pole, O = temporary off-premise sign (see 1250.03)									
(c) Single pole support only.									

Subd. 5 Adult Use Signs. In addition to this Chapter, all adult use oriented signs shall comply with the sign requirements in the Adult Use Ordinance. Where any provisions of this Chapter conflict with the Adult Use Ordinance, the provision that is more stringent shall be applied.

1240.03 Manual Changeable Message Sign.

No more than thirty-five (35) percent of the actual sign area of a permitted sign in a non-residential sign district shall be

capable of displaying manually changing messages. The remainder of the sign area shall not have the capability to change messages even if not used. Manual changing message signs shall not include dynamic displays.

1240.04 Menu Board Signs

All Menu Board Signs for fast food restaurant uses. Drive-through menu board sign are allowed for fast food restaurant uses provided the requirements in this section are met.

Subd. 1. Location: All drive-through menu board signs shall be single sided and located adjacent to the drive-through lane and shall not be located in any required setback. Signs may be affixed to the building.

Subd. 2. Height: A drive-through menu board sign shall not exceed eight (8) feet above grade in height.

Subd. 3. Size: A drive-through menu board sign shall not exceed forty (40) square feet.

Subd. 4. Number: Up to two drive-through menu board signs are permitted per drive-through lane. The total surface area of the two signs shall not exceed forty (40) square feet.

Subd. 5. A Drive-through menu board signs shall comply with the following standards:

- A. The images, colors, and text may not change more than five (5) times per day;
- B. All images, colors, and text shall be static with no flashing, scrolling, or animation; and
- C. At any time the business or drive-through is closed to the public, any Drive- through menu board sign shall be turned off until the business or drive-through is open to the public.
- D. Signs with speakers or intercoms shall be designed and located in a manner to direct noise away from adjoining properties. Speaker noise shall not be audible to adjacent residential properties.
- E. The sign(s) 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 lane.

Section 1250 - Special Provisions

1250.01 Allocation of Permanent Signs on Multi-Tenant Developments and Sites.

In multi-tenant buildings or sites, the permitted sign area and sign types, except for freestanding signs, may be installed by each individual business establishment that has exclusive use of some portion of the street or otherwise primary level of the building and direct access to the outside. Tenants located on the street or otherwise primary level in a center with a common mall or atrium shall be considered to have direct access to the outside for the purpose of this section. The management and ownership of any business establishment proposing to install signage must be separate and distinct from the management and ownership of any other establishment in the same building or on the same building lot. Each establishment must be separated from all other establishments by demising walls [as per the International Building Code] having no openings or passages.

Subd. 1 Multi-tenant Buildings and Properties Sign Allocation. Signage for establishments occupying a multi-tenant building or site but not located on the street or primary level of the building must be provided from the allocation of sign area and type to the occupants of the street or primary level of the building as determined by the property owner.

Subd. 2 Freestanding Signs on Multi-tenant Buildings and Properties. For freestanding signs, a multi-tenant parcel shall be considered one parcel and freestanding signs shall be permitted in accordance with Section 1240.02 Table 1. In the case of multiple tenant sites, the permitted freestanding sign area shall be allocated by the property owner among its tenants.

1250.02 Temporary On-premise Signs.

Except as provided for in 1250.03, all other temporary signs shall require an approved sign permit prior to placing the sign and shall conform to the following:

Subd. 1 Temporary Sign Permit Length. Temporary signs, including portable signs, streamers, pennants, banners, balloons, inflatables or other similar object with a commercial message, may be displayed on three (3) occasions per calendar year with a maximum of ten (10) days for each occasion. The three (3) occasions may be used consecutively with one permit. Temporary sign permits are nontransferable to other properties or establishments on the same property.

Subd. 2 Single occupant parcels.

A. No more than one permitted temporary sign shall be permitted at any given time. The area of the temporary signage shall not exceed one half of the permitted sign area as allowed in Section 1240.02 Table 1 for a particular sign type in the underlying sign district;

B. Freestanding temporary signs shall only be permitted in districts where freestanding signs are permitted as allowed in Section 1240.02 Table 1. If a conforming freestanding sign is already in place, the temporary freestanding sign shall be attached to or near to the existing freestanding sign;

Subd. 3 Multi-tenant parcels.

A. Each individual business establishment that has exclusive use of some portion of the street or otherwise primary level of the building and direct access to the outside qualifies for the temporary signs permitted in Section 1250.02 Subd 1. Sign permits shall not be transferrable to other business establishments.

B. Temporary wall signage may be permitted for each individual business establishment that has exclusive use of some portion of the street or otherwise primary level of the building and direct access to the outside. The total temporary wall sign area for each tenant shall not exceed one half of the permitted permanent wall sign area as allowed in Section 1240.02 Table 1. Each business shall not have more than one wall or freestanding temporary sign at a time.

C. One temporary freestanding sign may be permitted for each individual business establishment that has exclusive use of some portion of the street or otherwise primary level of the building and direct access to the outside. The total area of all temporary freestanding signage for the parcel shall not exceed one half of the permitted area of permanent freestanding signage for the parcel as allowed in Section 1240.02 Table 1. The total permitted temporary freestanding sign area shall be allocated by the property owner or their designee among its tenants.

Subd. 4 Grand Openings. New businesses with grand openings are eligible for one additional temporary sign permit of any type permitted in the underlying sign district with an approved permit. The sign may be in place for up to thirty (30) days provided all other requirements in this section are met and the required permits are obtained. This eligibility shall expire six months after the business opens.

Subd. 5 Lease or Vacant Space. Buildings or parcels with space for sale or lease may obtain a temporary sign permit for one temporary wall or monument sign that does not expire until seven (7) days after the building or parcel is leased or sold. A wall sign shall not exceed twenty-five (25) square feet in size and shall be used in place of a permanent wall sign. A freestanding sign shall not exceed fifteen (15) square feet in size and shall be attached or immediately adjacent to an existing freestanding sign. All other provisions in this section 1350.02 shall apply.

Subd. 6 Temporary Sign Height. A temporary sign shall not exceed the height limits listed in Section 1240.02 Table 1 for a permanent sign of a particular sign type in a given district, including inflatable signs and balloons.

Subd. 7 Sign Installation. Temporary signs shall be secured and well-constructed so as not to create a hazard to pedestrians or vehicles.

Subd. 8 Illumination. A temporary sign shall not be illuminated.

Subd. 9 Location. The permitted location of all temporary signs are subject to change as determined by the City Administrator of their designee in order to protect the public health, safety, welfare, and aesthetics.

Subd. 10 Mounds View, Bethel University, and Northwestern College Banner Signs. Temporary banner signs for athletic fields at Mounds View High School, Bethel University, and Northwestern College shall be exempt from the provisions of this section and shall comply with the applicable provisions of Chapter 1250.04.

1250.03 Temporary Off-premise Signs.

Each residential property is allowed up to five (5) freestanding, temporary, off-premise signs in the city right-of-way or on private property provided the signs meet the standards of this section: **(revised 1/27/2020)**

Subd. 1 Sign Number Limit. Signs shall be four (4) square feet or less in size, and less than four (4) feet high;

A. Signs shall be non-illuminated;

B. Signs shall be within one mile of the property for which the signs are advertising (this provision does not preempt the sign regulations for neighboring communities);

C. Signs shall be displayed no more than three consecutive days in any seven day period.

Subd. 2 Permission. The sign owner shall obtain permission from the property owner to place a sign on their property or on property that shares a property line with the adjoining right-of-way where the sign is located.

The sign owner shall obtain permission from the property owner on which the sign is placed. The property owner may withdraw that permission at any time.

A. Failure to obtain permission may result in removal of the sign.

B. Sign(s) are prohibited on land owned by the city, county, federal government and school district(s).

Subd. 3 Right-of-way Regulatory Authority. Sign(s) placed within city right-of-way, shall not be placed within five (5) feet of the edge of the roadway pavement or curb.

Exception. If the five (5) foot distance places the sign on a trail or sidewalk surface then the signage shall be placed on the dwelling side of the sidewalk.

A. Sign(s) placed in Ramsey County or State of Minnesota right-of-way shall be subject to Ramsey County and State of Minnesota regulations.

B. Failure to obtain permission from the appropriate agency may result in removal of the sign.

Subd. 4 Disclaimer. The City of Arden Hills shall not be responsible for damage to any signs placed in the right-of-way.

1250.04 Temporary Banner Signs for Athletic Fields at Mounds View High School, Bethel University, and Northwestern College.

Athletic fields at Mounds View High School, Bethel University, and Northwestern College may be permitted to have

temporary banner signs attached to the fences of their athletic fields provided that such signage faces the field of play so that the impact of the signage is directed only to those utilizing the field or watching the sporting event, and not surrounding property owners. In addition, to the greatest extent possible such signage shall not obstruct sightlines to the athletic field for those watching the sporting event from the bleachers or other designated viewing areas. The content of temporary banner signage shall comply with the sponsorship sign regulations as established by Mounds View High School, Bethel University, or Northwestern College for their respective athletic fields. The City Administrator or Administrator's designee shall determine if the signage is visible from a public roadway or from property outside of Mounds View High School, Bethel University, and Northwestern College. If found to be visible, the signs shall comply with the following size limitations and shall follow the sign permit process as described below:

Subd. 1 Individual Sign Area. Temporary banner signs shall not exceed fifty (50) square feet each.

Subd. 2 Total Signage Area. The temporary banner sign shall not exceed a massing of over nine hundred and sixty (960) square feet in one area or a total of two thousand (2000) square feet.

Subd. 3 Time Limit. Temporary banner sign shall not be displayed for more than ninety (90) consecutive days or more than one hundred and eighty (180) days during the calendar year.

Subd. 4 Permit Requirements. Sign permits shall not be required for individual banner signs but shall be required where a new group massing of signage is requested.

Subd. 5 Compliance. The applicant shall demonstrate compliance with the provisions of this section (including but not limited to: the dimensions of individual banner signs, the dimensions of that group of banner signs, and the total square feet of temporary banner signs).

1250.05 Permanent Scoreboard Signs for Athletic Fields at Mounds View High School, Bethel University, and Northwestern College.

Athletic fields at Mounds View High School, Bethel University, and Northwestern College may be permitted to have permanent scoreboard signage at their athletic fields that is clearly secondary to the overall appearance of the scoreboard. Such signage shall face the field of play so that the impact of the signage is directed only to those utilizing the field or watching the sporting event, and not surrounding property owners. The content of scoreboard signage shall comply with the sponsorship sign regulations as established by Mounds View High School, Bethel University, and Northwestern College, for their respective athletic fields. The City Administrator or the Administrator's designee shall determine if the signage is visible from a public roadway or from property outside of Mounds View High School, Bethel University, and Northwestern College. If found to be visible, the signs shall comply with the following size limitations and shall follow the sign permit process as described below:

Subd. 1 Sign Area. Scoreboard signage shall not exceed thirty percent (30%) of the total scoreboard area, nor shall any one scoreboard sign exceed fifteen percent (15%) of the total scoreboard area.

Subd. 2 Sign Permit Required. Since the scoreboard signs are permanent in nature, the applicant shall be required to obtain sign permit approval prior to the installation of any new scoreboard sponsorship signs; at such time the applicant shall demonstrate compliance with the provisions of this section.

1250.06 Permanent Signs for Athletic Fields at Mounds View High School, Bethel University, and Northwestern College.

Athletic fields at Mounds View High School, Bethel University, and Northwestern College may be permitted to have permanent signage at their respective athletic fields. Such signage shall be permanent in nature and shall not be lit by a direct lighting source. Signs may be an entrance gate style sign, signage affixed directly to a press box/grandstand, or signage included on the scoreboard. Such signage shall be constructed of durable materials (finished metal, finished wood, plastic). The City Administrator or Administrator's designee shall determine if the signage is visible from a public roadway or from property outside of Mounds View High School, Bethel University, and Northwestern College. If found to be visible, the signs shall comply with the following size limitations and shall follow the sign permit process as described below:

Subd. 1 Sign Area. The signage area of entrance gate signs shall not exceed thirty (30) square feet, the signage area of press box/grandstand signage shall not exceed eighty (80) square feet, and scoreboard field naming signage shall not exceed forty (40) percent of the total scoreboard area.

Subd. 2 Total Sign Area. The cumulative total of permanent signage shall not exceed two hundred (200) square feet.

Subd. 3 Sign Permit Required. Since the signage would be permanent in nature, the applicant shall be required to obtain a sign permit approval prior to the installation of any new signage; at such time the applicant shall demonstrate compliance with the provisions of this section.

Section 1260 - Sign Standard Adjustments

1260.01 Sign Standard Adjustments.

Adjustments to the requirements and standards for the height, number, type, lighting, area, and/or location of a sign or signs established by this Chapter may be approved with a Site Plan Review or a Planned Unit Development process as described for in Section 1320 and 1355 of the Zoning Code. This provision shall not be used to permit dynamic display signage. In order to approve any sign standard adjustment, the following criteria of Subd. 1 or Subd. 2 shall be satisfied, and the necessary criteria of Subd. 3 shall be satisfied:

Subd. 1 There are site conditions which require a sign adjustment to allow the sign to be reasonably visible from a street immediately adjacent to the site;

Subd. 2 The sign adjustment will allow a sign of exceptional design or a style that will enhance the area or that is more consistent with the architecture and design of the site;

Subd. 3 The sign adjustment will not result in a sign that is inconsistent with the purpose of the zoning district in which the property is located or the current land use.

Section 1270 - Maintenance Repair

1270.01 Maintenance and Repair.

All signs shall be kept in good repair and free from peeling paint, rust, damaged or rotted supports, framework or other material, broken or missing faces or missing letters. Any structure from which a sign has been moved or removed shall be repaired with materials and/or painted or stained to match the existing background.

Subd. 1 Sign Permit Not Required. Activities considered normal maintenance and repair and not requiring a sign or building permit shall include activities such as replacing or repairing lamps, ballasts, transformers, trim, sign fasteners, nuts, or washers; painting the pole of freestanding signs; and painting the cabinet of freestanding signs or building signs.

Subd. 2 Sign Permit Required. For any sign that required a permit, the following activities shall not be considered normal maintenance and repair a permit shall be required:

- A. Re-facing a sign, except for the text on a manual changeable message sign.
- B. Removing the sign for the repair of the cabinet or any part thereof.
- C. Changes made to a sign's size or illumination, including, but not limited to, height, width, weight, area, adding or removing illumination
- D Changes in poles, structural supports, bases or shrouds, footings or anchor bolts, moving the sign to a new location, or replacement of the interior or exterior cabinet frame, except the sign face.

Subd. 3 Building Permit. A building permit may be required for any signs involving the construction of or changes to a sign structure and/or electrical connections as determined by the Building Official.

Section 1280 - Non-Conforming Signs

1280.01 Non-conforming Signs.

It is the intent of this Chapter that non-conforming signs shall not be enlarged or expanded, nor be used as grounds for adding other signs or uses prohibited elsewhere in the same district. It is further the intent of this Chapter to permit legal non-conforming signs to remain provided that such signs are safe, maintained so as not to be unsightly, and have not been abandoned or removed subject to the following provisions:

Subd. 1 Non-conforming Sign Continuance. A legal non-conforming sign may be continued through repair, replacement, restoration, maintenance, or improvement but shall not be expanded or moved to a new location.

Subd. 2 Non-conforming Sign Discontinuance. If the use of the non-conforming sign or sign structure is discontinued for a period of one (1) year, the sign or sign structure shall not be reconstructed or used except in conformity with the provisions of this Chapter.

Subd. 3 Non-conforming Sign Damaged or Destroyed. Should such non-conforming sign or sign structure be damaged or destroyed by any means to an extent greater than fifty (50) percent of its market value or structure and all required permits for its reconstruction have not been applied for within one-hundred eighty (180) days of when the sign or sign structure was damaged, it shall not be reconstructed or used except in conformity with the provisions of this Chapter.

Subd. 4 Sign Regulation Conformance. Should such sign or sign structure be permanently moved for any reason for any distance, it shall thereafter conform to the regulations for the sign district in which it is located after it is moved.

Subd. 5 Loss of Non-conforming Land Use. An existing sign devoted to a use not permitted by the Section 1320, Zoning Ordinance, in the zoning district in which it is located shall not be enlarged, expanded or moved except in changing the sign to a sign permitted in the sign district in which it is located.

Subd. 6 Loss of Non-conforming Status. When a building or use loses its nonconforming status, all signs devoted to the structure or use shall be removed and all signs painted directly on the structure shall be repainted in a neutral color or a color which will harmonize with the structure.