

## Section I. Definitions

**SIGN:** Any words, pictures, lettering, parts of letters, pictures, figures, numerals, phrases, sentences, emblems, devices, designs, trade names or trademarks by which anything is displayed; and which is visible from any public area or street.

## SECTION 12 - SIGNS

### A. General

- (1) Purpose. The purpose of this section is to provide standards for the use and display of signs to protect the health, safety, and public welfare.
- (2) No sign shall be regulated based upon the content of such sign, and no provision of this Ordinance shall be construed to regulate signage based upon content.
- (3) Severability. If any section, subsection, sentence, clause, or phrase of Section 12 is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have adopted the Section in each section, subsection, sentence, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

### B. Permits required.

(1) No sign as regulated herein shall be displayed at any time unless a permit has been issued pursuant to the Zoning / Land Use application process.

(2) Permit applications must be filled out in its entirety, submitted to the Zoning Director, and include at least the following:

- a) Names and addresses of the owner(s) of the property, the applicant(s) and owner(s) of the sign;
- b) Description of the type of sign(s) being requested (i.e. wall sign, monument sign, etc.);
- c) The address at which the sign(s) are to be erected and the street on which they are to front;
- d) A complete set of plans showing the necessary elevations, distances, size and details to fully and clearly represent the construction and placement of the sign;
- e) Written authorization from the property owner upon whose land the sign is to be erected, if applicable;
- f) Payment of the permit fee.

(3) The Zoning Director shall approve or deny a completed sign permit application. At the Zoning Director's discretion, any sign permit request may be brought to Planning and Zoning for additional consideration prior to approval or denial.

- a) If any permit is denied an explanation shall be provided, in writing, explaining the basis for the denial of the permit. Such denial shall be made pursuant to the timing requirements set forth in the Zoning / Land Use Permit application process.
- b) If administrative denial of the permit is made, the applicant may appeal the decision to the Planning and Zoning Committee for reconsideration. If the Planning and Zoning Committee upholds the denial of the permit, the applicant may then appeal to the Board of Adjustment and Appeals for final determination.

(4) Exemptions. These exemptions shall not be construed as relieving the owner of the sign from the

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responsibility of its erection, maintenance, and compliance with the provisions of this Section or any other law or ordinance regulating the same. The following signs shall not require a permit:

- a) Governmental signage;
- b) Signs made, displayed, constructed, posted or erected pursuant to Minn. Stat. §211B.045;
- c) The changing of the display surface on a previously approved sign;
- d) Signs four (4) square feet or less in size.

(6) In Residential 1, Residential 2 and Residential 3 areas, no residential-type property or use may have more than three (3) signs per lot.

(8) The City reserves the right to deny the permit applied for if in the opinion of the Board of Adjustments and Appeals the sign for which a permit is requested which, in the Council's reasonable review, could jeopardize or endanger the health, safety or welfare of the community, or otherwise create or increase a traffic hazard or a situation dangerous or likely to become dangerous to the public.

*B. Removal of signs.*

(1) All signs shall be constructed in such a manner and of such material that they shall be safe and substantial according to plans and specifications provided in the Zoning / Land Use Permit.

(2) Every sign, which may be or become out of order or unsafe and every sign which may be erected contrary to the provisions of this section or without first obtaining a permit therefore, shall be removed by direction of the Zoning Director at the owner's expense.

(3) The City shall not have any obligation or liability to replace any sign or nearby landscaping if the responsible party fails to maintain or remove the sign, and it must be removed by the City.

*C. Sign Provisions.*

(1) Maximum Size. A sign shall not be greater than two hundred fifty (250) square feet in area.

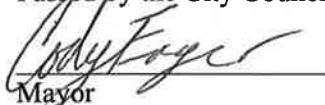
(2) Vertical Clearance. All signs mounted above sidewalks and other pedestrian walking surfaces must be mounted to ensure at least 8 feet vertical clearance above the walking surface directly below.

(3) Projection Limits. A sign shall project no more than two (2) feet over a sidewalk or public right-of-way.

(4) Electrical signs must be installed in accordance with the current electrical code.

(5) Illumination. Lighting directed toward a sign shall be shielded so that it illuminates only the face of the sign, and does not shine directly into a public right-of-way or residential premises.

Passed by the City Council of Madelia, Minnesota this 23rd day of June, 2025.

  
Mayor

Attested:  
  
City Administrator