
Meeting Announcement and Agenda of the Cambridge Planning Commission
City Hall Council Chambers
Regular Meeting, Tuesday, April 2, 2019, 7:00 pm

Members of the audience are encouraged to follow the agenda. When addressing the Commission, please state your name and address for the official record.

AGENDA

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda (p.1)
3. Approval of Minutes
 - A. March 5, 2019 Regular Meeting (p.7)
4. Public Comment: For items not on the agenda; speakers may not exceed 5 minutes each.
5. New Business
 - A. Sign Ordinance amendment (p.8)
6. Other Business/Miscellaneous
 - A. City Council Update
 - B. Parks, Trails, and Recreation Commission (PTRC) Update
7. Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

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**Cambridge Planning Commission Meeting Minutes
Tuesday, March 5, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chair Julie Immel, Vice Chair Monte Dybvig, Member Aaron Berg, Member Robert Boese, Member Marisa Harder-Chapman, Member Arianna Weiler, and Council Appointee Marlys Palmer.

Members Absent: None.

Staff Present: Community Development Director Marcia Westover.

Call To Order and Pledge of Allegiance

Immel called the meeting to order at 7:00 pm and led the public in the Pledge of Allegiance.

Approval of Agenda

Palmer moved, seconded by Weiler to approve the agenda. Motion carried unanimously.

Approval of Minutes

February 5, 2019 Regular Meeting Minutes

Harder-Chapman moved, seconded by Dybvig, to approve the February 5, 2019 meeting minutes. Motion carried unanimously.

Public Comment

Immel opened the public comment period at 7:00 pm and, without any comments, closed the public comment period at 7:01 pm.

New Business

**Final Plat, Cambridge-Isanti Schools
1700 305th Ave NE, Cambridge MN**

Westover stated the City received a request by Eric Linner, Wold Architects, 332 Minnesota Street, St. Paul, MN 55101, to request a final plat. Cambridge-Isanti Independent School District #911 is preparing plans for a new special education building. As part of this planning, a plat is being proposed. The location is 1700 305th Ave NE, and is on the very southern edge of the city (south of County Road 19 or 305th Ave NE, and east of Highway 65).

Westover stated the preliminary plat was reviewed by the Planning Commission on February 5, 2019 and approved by City Council on February 19, 2019. The final plat is consistent with the preliminary plat. The proposed plat will create two new separate parcels from the one existing parcel. The total plat has an area of 66.509 acres. Lot 1 will have 28.953 acres and will maintain the new special education facility. Lot 2 will have 35.525 acres and will be vacant.

Westover stated no new infrastructure is required as part of this plat. This area of the city does not have city services (sewer and water) available. The septic and well will be reviewed for compliance with the Minnesota Pollution Control Agency and Minnesota State Statutes.

Westover stated staff is recommending approval of the proposed final plat named Cambridge-Isanti Schools, as long as the following conditions are met: (1.) Site Plan Review must be completed and approved by the city prior to building permit issuance; (2.) All state, local, and federal permits and applications must be completed and submitted by the applicant and all approvals from each agency must be met; and (3.) Final plat must be recorded within 120 days after approval.

Westover stated there are representatives from Cambridge-Isanti Schools present at the meeting and are open to answering any of the Commissioners' questions.

Palmer asked whether the plans will come back to the Planning Commission or City Council for review.

Westover stated the permits and plan review will all be done administratively by City staff.

Palmer asked if Commissioner Berg was going to be able to vote since he is a school board member.

Westover stated she understood that if there is no financial interest, Berg would be able to vote. Palmer added that a Commissioner can abstain if they need more information.

Dybvig stated there were questions at the previous meeting as to why this particular plot was chosen for this school building. Weiler asked if there is a plan for the soon-to-be vacant buildings that currently house these school programs.

Kris Crocker, Director of Finance and Operations for the C-I School District, 625 Main St NE, Cambridge, MN, stated the school district went through a comprehensive facility study a couple of years ago and it was decided that three of the current programs would be moved to this new building. Ms. Crocker stated these programs were cited within this facility study because of the spaces they were currently located in being inequitable compared to the school's other programs and overcapacity of the spaces the programs were located in. One of the programs is the ALC Program which is currently located in the back of the Education Services Center. Another program is the 18 to 21 year old Special Education Transition Program which was located across the street from the Education Services Center which has been sold so they are temporarily in another space in another school building. Ms. Crocker went on to explain the third part of the building will be a Special Education Setting IV Program where students are currently attending the Rum River Special Educational Cooperative Programs. With the school's removal of its membership from the Rum River Special Educational Cooperative, this program will be housed in the new facility as well.

Ms. Crocker stated at the start of the facility study, their search for property and buildings within the Cambridge and Isanti areas resulted in high costs in purchasing existing facilities, purchasing property or the high cost of remodeling existing facilities. Their findings brought about a discussion that since the school district already owned the property south of Cambridge, the district decided to use the current property and resources they had at that time.

Weiler asked whether the second lot, consisting of 35.525 acres, would remain a vacate lot with plans for future school development should the need arise.

Ms. Crocker stated there have been no conversations of future development and stated there have been discussions of possibly selling this property and putting those resources back into the school programs.

Harder-Chapman asked if this property was bought with this project in mind.

Ms. Crocker stated the school district has owned this property for quite a few years and stated she wasn't sure if it was purchased or given.

Cambridge-Isanti Schools Superintendent Ray Queener, 625 Main St N, Cambridge, MN, stated the property was purchased prior to building the new Cambridge Middle School project.

Immel stated another discussion last month centered around the issue of transportation. With the building being used for special education and concerns about the distance away from downtown, what will the impact be on transportation?

Ms. Crocker stated each of these three programs currently have transportation going to them. The school has a one tier transportation system meaning all of the routes go out, then come back in where there are two transfer hubs where students then get transported to their prospective building. Ms. Crocker explained the new school facility property is right in the middle of both of the transfer hub sites so this will actually provide some efficiencies since currently, the transportation system goes to all three separate programs and with the new facility, they would just go to one site.

Boese stated since this development is located where connection to city sewer and water is not available, is this going to be an issue down the road or are there plans to connect to the city sewer and water to developments like this in the future.

Westover stated the City Comprehensive Plan has designated priority areas in the city that can be served by city water and sewer but this school facility is located in an area that won't be served by city services for quite some time.

Palmer moved, seconded by Boese, to recommend City Council approve the proposed resolution of the final plat named Cambridge-Isanti Schools as long as the conditions on the Resolution are met. Motion passed 5/0 with Berg abstaining due to possible conflict of interests in the future.

2019 Meeting Schedule Discussion

Immel asked Commissioner Berg to summarize his email response regarding the previous conflict in meeting times. Berg stated the school board meeting was rescheduled to an alternate date and time so the previous conflict has been resolved and he will be able to attend the Planning Commission meetings at the regularly scheduled date and time.

Dybvig moved, seconded by Harder-Chapman, to approve the 2019 Planning Commission schedule as presented.

Comprehensive Plan Review – Chapters 1-3

Westover explained that as part of the updated 2017 Comprehensive Plan process, it was determined that staff and the Planning Commission would review the goals of the plan on a regular basis. The first review is of Chapters 1-3. Westover requested the Commission to review and focus on the goals in each chapter (only chapters one and three have goals). The Commissioners and Westover reviewed these goals together and discussed a few changes.

Dybvig questioned why the Commissioners were reviewing the plan since a considerable amount of time and money was spent on updating the City Comprehensive Plan.

Westover stated staff is following the recommendation from Stantec, the consulting group that helped the city update the Comp Plan in 2017, to review the Comp Plan goals once a year to help the Commissioners keep these goals fresh in their minds as they discuss and decide on issues that are brought before them for review. The goals may change over the years as the City grows. Weiler added that every city reviews their Comp Plan as she learned in a Planning Commission training she recently attended.

Westover reviewed the goals and policies and the following items were discussed.

Chapter 1:

Policy 1.6 under General Goal 1 in Chapter 1 brought about some discussion regarding the interpretation of the phrase “individual choice”. The Commissioners asked Westover to mark this item for future review.

General Goal 2 in Chapter 1 brought about the suggestion to add our “state legislators” to the phrase, “... adjacent Townships, state legislators, and state and federal agencies such as the DNR and MnDOT...”.

Policy 2.3 under General Goal 2 in Chapter 1 brought about a suggestion of removing the words “annual workshop” and replacing them with “regular workshops”.

Chapter 2: Contains no goals to review.

Chapter 3:

Commissioners questioned the city’s consistency with Policy 1.6 in Housing Goal 1 in Chapter regarding the large amounts of rentals in one section of the city, Parkwood, along with more rental properties coming in.

Westover stated when updating the Comprehensive Plan, staff looked at the city overall and placed multifamily in different areas of the city so as not to concentrate it in one location. The current concentration of multi-family properties in the Parkwood area includes apartments and senior housing units. The developer for the Parkwood area went bankrupt and left the City with an unfinished development. The city had to finish the streets with special assessments. The property sat vacant for 10 plus years. The city then amended the planned unit development in order to get development started.

Boese brought up a seeming conflict from Chapter 3 Housing Goal 1 Policy 1.6 and Chapter 3 Housing Goal 2, Policy 2.5 regarding avoiding a concentration of high density in housing types and increasing density in existing development neighborhoods.

Westover responded the city needs both types of housing as there is a need for affordable housing. Finding a balance and not a concentration for high density and merging it with single family and mixed-uses was a part of the process for the updated Comprehensive Plan.

Westover reviewed the remaining policies from Chapter 3 and there were no changes noted.

Other Business/Miscellaneous

City Council Update

Palmer updated the Commission on the previous City Council meeting. Westover stated the City has received the resignation of Mike Fabini, the City Building Official, who is retiring, and plans for Matt Small to take Mike's place on May 31st, 2019. The City is seeking applicants for a building inspector.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the Parks Commission. There hasn't been a meeting since late summer and last month's meeting was cancelled due to a lack of quorum. The Parks Commission plans to meet next week.

Pictures of Planning Commission Members for Website

Pictures of Planning Commission members were taken to add to the City of Cambridge website.

Adjournment

Being no further business before the Commission, Berg moved, seconded by Palmer, to adjourn the meeting at 8:13 pm. Motion carried unanimously.

Julie Immel, Chair
Cambridge Planning Commissioner

ATTEST:

Marcia Westover
Community Development Director

Overview

The U.S. Supreme Court determined that any content-based regulation of signs is unconstitutional unless the government can satisfy a strict scrutiny test. This means the City would need to have a compelling reason for the content regulation and only very limited circumstances would allow for content-based regulation. Due to the Supreme Court decision, staff had our City Attorney's office review the language in our code.

Several areas in the code have content-based language including religious and political messages. Also, the current language describes specific content-based signs: i.e. gas stations, non-profits, directional signs, and American flags. These areas have all been amended to remove the content-based language.

Along with the content-based revisions, staff also wanted to revise the entire code to make it easier to read. We have cleaned up each section, revised the flow of the sections, and eliminated several areas with repeated content. Specifically, we cleaned up the Temporary Sign section and made sure all of the General Requirements fall under this section and not throughout the document.

Overall, the basic content of the sign code remains the same. This includes the number of days temporary signs are allowed, the maximum sizes allowed for permanent signs, and the intent of permitted and prohibited signage.

In addition to the sign code, an update was done to the Definitions section to clarify and/or define language to be consistent with the new language in the sign code.

Due to the amount of changes to the document, staff is proposing to repeal the existing Section 156.063 Sign Regulation in its entirety and replace it with the new language proposed.

Planning Commission Action

A motion to recommend to Council to approve Ordinance No. 690 as presented.

Attachments

1. Ordinance No. 690

ORDINANCE NO. 690

An Ordinance Amending Title XV: Land Usage, Chapter 156 Zoning, Section 156.063 Sign Regulation and Section 156.007 Definitions

The purpose of this amendment is to repeal Section 156.063 Sign Regulation (Ordinance No. 651 was the last amendment to the Sign Regulation on October 16, 2017) in its entirety, and replace it with the following underlined language and to amend Section 156.007 Definitions with the following underlined language:

§ 156.063 SIGN REGULATION.

~~(A) — *Intent.* The intent of this section is to provide for necessary visual communications, to prevent visual clutter among businesses in the City, to prevent unsightly competition for attention, and to preserve and promote a pleasant physical environment within the City by regulating the type, number, size, height, lighting, maintenance and erection of sign structures.~~

~~(B) — *General requirements.*~~

~~(1) — In any district, animal displays, pieces of sculpture or other displays or features which do not clearly fall within the definition of a sign but which direct attention to an object, product, activity, person, institution, organization or business shall require a sign permit. However, only 25% of the square footage of the object shall be used in the total sign area calculation.~~

~~(2) — In all zoning districts, one nameplate sign shall be required per each principal building.~~

~~(3) — The maximum number of ground signs allowed for any property is one, except for those properties with two street frontages and commercial and industrial development complexes. In those cases, two ground signs shall be permitted. Additional ground signs may be authorized in conjunction with development proposals through conditional use permits or planned unit developments.~~

~~(4) — Development signs shall conform to the following standards:~~

~~(a) — One ground sign identifying the permanent name of the development or joint identification sign identifying the name of the development and businesses within the development shall be permitted. The sign shall not exceed 100 square feet of display area. The total amount of sign area for the property shall not exceed the limits specified in Table A below.~~

~~(b) — The one development sign shall be considered as one of the two ground signs allowed for commercial development complexes.~~

~~(c) — Maximum sign height shall not exceed the limits in Table B below.~~

~~(d) — Such provisions shall apply to commercial and industrial development.~~

~~(5) — Master sign plan for commercial and industrial development complexes.~~

(a) — *General.* Signs for all commercial and industrial development complexes shall comply with a master sign plan for the development approved by the Zoning Administrator. The plan shall include all proposed sign locations, materials, structures and installation details to the extent known at the time of master sign plan submittal. Additional submittals or amendments to the master sign plan may be necessary as a new development complex becomes occupied or as businesses within a complex change. Signs within a development complex shall be subject to the requirements set forth in this section.

(b) — *Business signs.* Each enterprise, institution or business shall be permitted wall signs subject to the maximum size requirements set forth for in the applicable zone.

(c) — *Ground signs.* Each development complex shall be permitted one ground development complex sign per public street frontage, not to exceed a maximum of two signs. The maximum permitted sign area for each development complex sign shall be as provided within the applicable zoning district, plus a bonus of ten additional square feet per business, enterprise, institution or franchise within the development complex, provided that the bonus shall not exceed 180 square feet.

(d) — *Performance criteria.* In addition to other applicable requirements set forth in this chapter, signs for development complexes shall conform to the following performance criteria:

(e) — Industrial Development Complex shall mean a completely planned industrial park as identified on the City's zoning map or a completely planned industrial area as approved by the Zoning Administrator.

1. — Individual business signs shall share a similar and uniform design, location and installation format; and

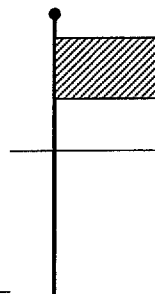
2. — All nonbusiness signage in the complex shall be consistent in format, color and design.

(6) — Electronic message signs are allowed subject to the following regulations.

(a) — The message shall only change once every five (5) seconds.

(b) — The message must not continuously scroll or flash.

(c) — Electronic sign elements shall be installed so as not to direct rays of light onto public streets or adjacent property thereby creating a nuisance or safety hazard.



(7) — Flags

(a) — A flag shall be a rectangular, pennant, or similarly shaped piece of fabric on a pole that is used as an attention getting device.

~~———— (b) ——— Flags are allowed above and beyond the sign limitations listed in Table A.~~

~~———— (c) ——— Flags shall follow the same height limitations as ground signs in Table B.~~

~~———— (d) ——— Flags shall be limited to 60 sq. ft. each.~~

~~(e) ——— Flags must be maintained at all times and must not be torn, tattered, ripped, or faded. Flags shall be removed or replaced once they are no longer being maintained.~~

~~———— (f) ——— American Flags or any insignia of any government, governmental agency or civic, religious, fraternal, or similar organization shall be exempt except that they also must be maintained at all times.~~

~~———— (g) ——— Flags require a permit and shall follow the same fee schedule as set for all signs.~~

~~(8) ——— Ball Field and Scoreboard Advertising Signs: Ball field advertising and scoreboard advertising signs shall be permitted in all districts subject to the provisions of this chapter and with the following conditions:~~

~~(a) Ball field advertising signs in City parks shall be subject to the City of Cambridge park rules.~~

~~(b) Scoreboard advertising signs shall be placed in such a way so as to minimize the greatest possible extent of exposure to adjacent residential properties and public right of ways.~~

~~(c) Ball field and scoreboard advertising signs shall not be illuminated when not in use for ball games.~~

~~(9) ——— Permanent City of Cambridge signs used for the sole purpose of community related messages shall be allowed with a permit. Such signs must not be used for sales promotional purposes and must only be used for a message of interest to the public in general, including business identification, signs and notices containing identification of nonprofit service clubs, religious organizations or charitable associations and containing information related to meeting locations, fund raising, or other nonprofit activities. City of Cambridge community signs will be allowed for specific City related events.~~

~~(10) ——— Signage shall be located on private property only and not in the public right of way.~~

~~(11) ——— Signage shall be subject to Section 156.068 Traffic visibility and control.~~

~~(12) ——— Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc., as determined by the Zoning Administrator.~~

~~(C) ——— *Maintenance requirements.*~~

~~(1) ——— All signs shall be maintained by the owner in a safe condition. A sign shall be repainted whenever its paint begins to fade, chip or discolor.~~

~~(2) ——— On premises sign faces shall be removed from a building and property by the owner~~

of the property within 30 days after termination of the use for which it was intended.

(3) — If the Zoning Administrator shall find that any sign is unsafe, a detriment to the public, not maintained, or is constructed, erected or maintained in violation of the provisions of this section, the Zoning Administrator shall give written notice to the property owner thereof. If the property owner fails to comply with the standards of this section within 10 days after the notice, if no appeal is taken pursuant to the provisions of this chapter, or if no owner, occupant or agent can be found, the sign may be removed or altered by the City. The cost of the City action shall be specially assessed against the subject property.

(4) — All signs erected per this section shall comply with the State Building Code, as amended from time to time. A footing inspection may be required for the erection of any free standing signs.

(5) — Signs painted on a building shall be governed by the square footage limitations specified in the appropriate zoning districts. These shall be repainted, removed or painted out when they are not so maintained.

(6) — The supporting structure of all ground signs shall be painted a neutral color so as to reduce visual obtrusiveness.

~~(D) — Prohibited signs. The following signs are prohibited by this section:~~

~~(1) — Signs that by reason of position, shape or color would interfere with the proper function of a traffic sign, signal or interfere with or are be misleading to vehicular traffic;~~

~~(2) — Signs that by reason of illumination or brightness disturb the peace of any neighboring residential property.~~

~~(3) — Signs within a public right of way or easement, except for signs installed by governmental units and B-1/B-1A District sidewalk signs as regulated herein. Signs proposed to be in an easement may be requested to be installed by the owner of the property with an Easement Agreement as prescribed by the City;~~

~~(4) — Signs that resemble any official marker erected by a governmental agency or that displays such words as “stop” or “danger,” which are not erected by legal authority;~~

~~(5) — Signs attached to trees, benches, street light standards or utility poles;~~

~~(6) — Signs with rotating beams, spotlights or flashing illumination;~~

~~(7) — Signs advertising by letters, words or figures painted upon any sidewalk within the city;~~

~~(8) — Trademark signs in excess of two per business;~~

~~(9) — Signs which project over and into public right of way, except for canopy, flag mount or awning signs which shall have a minimum clearance of seven feet above a public sidewalk in the B-1 and B-1A Districts;~~

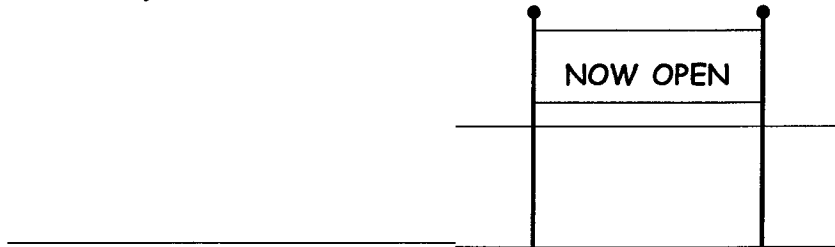
(10) — Rotating signs;

(11) — Signs painted or attached to vehicles where the vehicle is parked on a property and not intended to be moved.

(12) — Signs on any rooftop.

(E) — *Temporary signs.* Temporary signage shall be allowed in excess of and in addition to the sign limitations of this section. The following provisions shall apply:

(1) — Banners, pennants and portable signs may be used for grand openings, special events and holidays, as follows:



(a) — Banners may be attached to poles, tents, and buildings, provided they are well secured and are prevented from being blown around uncontrolled by the wind;

(b) — Signage shall be located on private property only and not in the public right of way, no setbacks shall be required;

(c) — Signage shall be subject to Section 156.068 Traffic visibility and control;

(d) — Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc. as determined by the Zoning Administrator;

(e) — No more than two signs shall be allowed at any one time;

(f) — Banners shall not be larger than 100 square feet each nor higher than the wall of the principal building;

(g) — Portable signs shall not be larger than 32 square feet;

(h) — Signage shall only be permitted in commercial, professional medical and industrial districts;

(i) — Said signage shall only be allowed for a maximum of 30 calendar days a year and for a minimum of 7 consecutive days at a time; and

(j) — Permits are required for signage.

(2) — Banners and similar products attached to a building shall be allowed for sales promotions, as follows:

(a) — Signage shall be well secured to prevent it from being blown around

~~uncontrolled by the wind;~~

~~(b) — No more than two signs shall be allowed at any one time;~~

~~(c) — Signage shall not be larger than 100 square feet each;~~

~~(d) — Signage shall only be permitted in commercial, professional medical and industrial districts;~~

~~(e) — Signage shall not be higher than the wall of the principal building; and~~

~~(f) — Signage shall be allowed without a permit.~~

~~(3) — Banners attached to a building may be allowed for public institutions, places of worship, or multiple family dwellings containing 3 or more dwelling units for advertising purposes.~~

~~a. — Signage shall be well secured to prevent it from being blown in an uncontrolled fashion by the wind;~~

~~b. — No more than one sign shall be allowed at any one time;~~

~~c. — Signage shall not be larger than 100 square feet;~~

~~d. — Signage shall not be higher than the wall of the principal building; and~~

~~e. — Signage shall only be allowed a maximum 120 days in a calendar year with a minimum interval of 30 days at a time.~~

~~f. — Permits are required for signage.~~

~~(4) — Ground banners and similar products when not attached to the building may be allowed as follows:~~

~~(a) — Ground banners are only allowed for retail businesses.~~

~~(b) — Ground banners may only be allowed for sales promotions when the retail business is segregated and no other retail business is within 1,000 ft. from property line to property line.~~

~~(c) — Ground banners in this section are only allowed in lieu of the year round banners allowed on the building.~~

~~(d) — At the time a business is located and operating within 1,000 ft. the ground banners must be removed.~~

~~(e) — Signage shall be attached to poles that are at least 4 inches by 4 inches.~~

~~(f) — Said poles must be securely anchored in the ground.~~

~~(g) — Said poles must be painted and the paint must not be chipped or faded.~~

(h) — The poles must have suitable anchoring devices to attach the banners to the poles, examples such as rope or string and a nail or tape will not be allowed.

(i) — Banners shall have grommets to attach the banner to the specified pole.

(j) — Signage must be well secured to the poles, must not flap uncontrolled as by the wind or otherwise, must not be torn, faded, or unkempt in any way.

(k) — The height of said poles and banners shall not exceed five (5) feet.

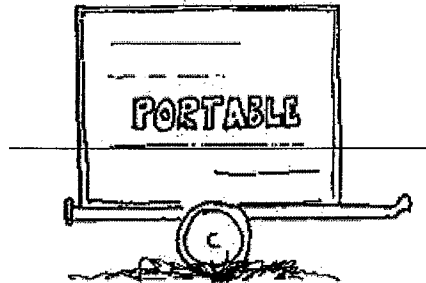
(l) — The size of the banners shall not exceed 48 sq. ft. and a maximum of 2 banners are allowed on a property at any one time.

(m) — The Zoning Administrator may order any sign to be immediately removed if any of the above are not met.

(n) — The time limit on signage such as this will be allowed under Section (E) (4) (g). These banners will be combined with portable signs under that section and allowed 120 days per calendar year as combined.

————— (o) Permits are required for signage

(5) — Portable signs may be used for sales promotion, as follows:



(a) — Signage shall be located on private property only and not in the public right-of way; no setbacks shall be required;

(b) — Signage shall be subject to Section 156.068 Traffic visibility and control;

(c) — Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc. as determined by the Zoning Administrator;

(d) — No more than one sign per lot shall be allowed at any one time;

(e) — Signage shall only be permitted in commercial, professional medical and industrial districts;

(f) — Signage shall not be larger than 32 square feet;

(g) — Signage shall only be allowed for a total of 120 days in a calendar year with an minimum interval of 30 days at a time;

(h) — Signage shall be well secured to prevent it from being blown in an uncontrolled fashion by the wind;

(i) — Signage shall be permanently removed from view of any public right-of-way or adjacent property when not in use; and

(j) — Permits are required for signage.

(6) — Temporary off-premises signage shall be allowed as follows:

(a) — The property where the sign is placed must use the temporary sign allotment for that property.

(b) — Any business inside or outside the City limits may apply for a temporary off-premise sign on a commercially zoned property in the B-1, B-1A, B-2 zoning districts. These signs will be allowed in the BT district only if the use of the property is commercial and not residential.

(c) — Temporary off-premises signs shall be limited to 32 sq. ft. in size.

(d) — Permits are required for signage.

(e) Temporary off-premises signs for non-profits and civic organizations that are located within the City of Cambridge are allowed provided:

1) — A maximum of four temporary signs per event can be located in any zoning district.

2) — The temporary sign must be legible.

3) — Maximum size is 32 square feet.

4) — Signs must not be placed in City, County, or State rights-of-way and must not be located in any intersection's line of site triangle.

5) — Signs shall be allowed for a maximum of 30 days per event and only one non-profit or civic organization temporary sign is allowed on a property at one time.

6) — Non-profit or civic organization temporary signs do not count towards a business's temporary sign allotment for the property.

7) — There shall be no fees for non-profit or civic organizations signs, but permits are required for signage.

8) — At the time of the temporary sign permit application, a non-profit must prove their non-profit status by attaching a copy of their non-profit designation (e.g. 501 (c) letter).

~~(f) — Non-profit or civic organization temporary signs are allowed on the property owned by the organization provided all the items in Section 5 (e) listed above are met.~~

~~(7) — Seasonal Use Signs shall be allowed as follows:~~

~~(a) — A use whose operation is dependent on the climactic conditions of a particular season shall be allowed one sign.~~

~~(b) — The sign shall be allowed for 60 days in one calendar year.~~

~~(c) — Said sign shall only be allowed on a commercially zoned property that is within 250 feet of the property line of the seasonal use.~~

~~(d) — Seasonal use signs shall be limited to 32 sq. ft. in size.~~

~~(8) — The advertising devices or activities described below are prohibited as temporary signs for non-public special events:~~

~~(a) — Displays or special features on roofs;~~

~~(b) — Additional lighting that does not meet City Code; and~~

~~(c) — Any advertising device in the public right of way.~~

~~(9) — The advertising devices or activities described below are permitted as temporary signage without a permit from the City:~~

~~(a) — Light bulb strings, pennants, ribbons, and streamers; and~~

~~(b) — People as mascots, etc.~~

~~(10) — The advertising devices or activities described below are permitted:~~

~~(a) — Beacons, and hot or cold air inflatable devices; and~~

~~(b) — Large balloons or collections of small balloons exceeding two feet in diameter, except for balloon arches not exceeding eight feet in height.~~

~~The above described advertising devices or activities shall be permitted as follows:~~

~~(a) — Permits are required for signage;~~

~~(b) — Said signage shall only be allowed for a maximum of 30 calendar days a year and for a minimum of 7 days at a time;~~

~~(c) — Signage shall be located on private property only and not in the public right of way, no setbacks shall be required;~~

~~(d) — Signage shall be subject to Section 156.068 Traffic visibility and control;~~

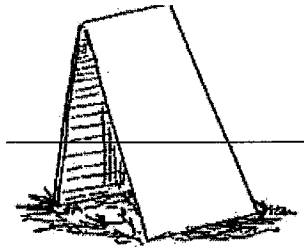
(e) — Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc. as determined by the Zoning Administrator;

(f) — Signage shall be well secured and prevented from being blown around uncontrolled by the wind;

(g) — No more than two signs shall be allowed at any one time; and

(h) — Signage shall only be permitted in commercial, professional/medical and industrial districts.

(11) — One sidewalk (sandwich board) sign shall be permitted located in the city's right-of-way or along a private sidewalk within the B-1 district as follows:



(a) — Signage shall not obstruct free pedestrian passage on the sidewalk or create a safety hazard as determined by the Zoning Administrator;

(b) — Signage shall not exceed ten square feet in size;

(c) — Signage shall be located immediately in front of the place of business or along the primary pedestrian sidewalk for a business or business complex;

(d) — Signage shall be subject to Section 156.068 Traffic visibility and control;

(e) — Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc. as determined by the Zoning Administrator;

(f) — Signage within the public right of way shall be removed from the sidewalk at the end of each business day; Signage located on private property may remain out overnight at the owner's discretion;

(g) — Any injury or damage caused by the placement of the sign in the public right-of-way shall be the sole liability and responsibility of the business owner and/or the owner of the sign; and

(h) — Signage shall be allowed without a permit.

(12) — In order to discourage the use of temporary signage and promote permanent reader board signage, properties shall be permitted a 20% bonus to the maximum permanent signage allowed pursuant to Sign Table A: Maximum Allowable Signage Area to be used only for

permanent electronic or manual reader board signs.

~~(F) — District regulations.~~

~~(1) — The following signs are permitted in R-1A, R-1, R-2 and R-3, Residential Districts; the UR and RA Growth Areas Districts:~~

~~(a) — One nameplate or professional identification sign of not more than one square foot in size identifying the owner or occupant of residential uses.~~

~~(b) — Identification signs not exceeding 32 square feet in area for nonresidential uses or residential developments. Identification signs not exceeding 50 square feet in area for religious uses and public institutions may be allowed. The identification signs may be wall or ground mounted or combination thereof. A ground sign shall not exceed six feet in height. The number of residential development signs shall be based on the number of entrances to the residential development from arterial and collector streets as determined by the Zoning Administrator.~~

~~(c) — A total of 100 square feet is allowed per site for religious and public institutions. This can be a combination of the ground mounted sign not exceeding 50 square feet and wall signage.~~

~~(d) — Licensed day care facilities and permitted home occupations shall be permitted one sign not to exceed eight square feet in size.~~

~~(2) — The following signs are permitted in the Professional/Medical Zoning Districts:~~

~~(a) — One nameplate or professional identification of not more than one square foot in size identifying the owner or occupant of residential uses.~~

~~(b) — Identification signs not exceeding 32 square feet in size for religious uses, public institutions or residential developments. The identification signs may be wall or ground mounted or combination thereof. A ground sign shall not exceed six feet in height except when located on a lot abutting a collector or minor arterial street. In such cases the limits in Table B below shall apply.~~

~~(c) — Ground signs shall be setback from lot lines a minimum of five feet.~~

~~(d) — Maximum height of any permitted ground sign shall be as specified in Table B below.~~

~~(e) — Maximum area of any permitted ground sign shall be as specified in Table B below.~~

~~(f) — The total area of business or office signs, including ground signs, shall not exceed the total area as specified in Tables A and B below.~~

~~(3) — The following signs are permitted in the B-1, B-1A, BT and B-2 Business Districts subject to the stated requirements and limitations:~~

~~(a) — Wall or ground signs identifying the name or type of business are permitted.~~

(b) — The total area of wall signs shall not exceed the total area as specified in Tables A and B below.

(c) — Maximum height of a ground sign shall not exceed the limits established in Table B below. However, in all commercial zones, the height of any ground signs which are intended to be viewed from an elevated four lane highway which identifies highway-oriented businesses and which signs are to be located within 200 feet of the highway right of way line may exceed district height and size standards, provided that the maximum height to the top of the sign shall not exceed 15 feet above the grade elevation of such elevated four lane highway directly adjacent to such property on which the sign is positioned and does not exceed 200 square feet in size. All elevated signs shall be separated a minimum of 200 feet from another elevated sign. Elevated signs adjacent to residential uses shall require the issuance of a special use permit by the Council.

(d) — Maximum area of any permitted ground sign shall not exceed the limits established in Tables A and B below.

(e) — Awning or canopy signs are permitted as regulated in this section.

(f) — Ground signs shall be set back a minimum of five feet from lot lines.

(g) — All commercial development complexes shall require a master signage plan, pursuant to the requirements of division (B) of this section, prior to installation of any signage.

(h) — Gasoline pump island canopies shall be entitled to two signs in addition to those otherwise permitted on the principal structure. Gasoline pump islands shall also be entitled to two price signs in addition to those otherwise permitted. Canopy signs shall not exceed ten feet in length or 20 square feet each and shall not be placed on the same side of the canopy. Stripes or colors do not contribute to the sign area computation.

(i) — Gasoline pump signs (for example, signs indicating applicable fuel dispensing safety regulations, type of fuel, fuel additives, and other informational or safety messages of a non-advertising nature) shall be permitted on the pumps or supporting structure of the canopy provided the letter height is five inches or less in height and overall sign size does not exceed six square feet.

(j) — Two on-site menu board per drive-up or walk-up lane of a drive-in establishment up to a maximum of 50 square feet each shall be permitted in addition to those ground or wall signs otherwise permitted.

(k) — Window signs are restricted to 30% of the area of the window(s) in which the sign is to be displayed and are in addition to those otherwise permitted on the principal structure. All window signs shall be applied to the interior of the windows except for temporary painted messages on the exterior. Window clings or window graphics must be transparent and allow visibility into the building at night so emergency responders can see inside.

(4) — The following signs are permitted in I-1, I-2, I-3 and IT Industrial Zoning Districts subject to the stated requirements and limitations:

(a) — Wall or ground signs identifying the name or type of business;

(b) — The total area of all signs shall not exceed the limits established in Tables A and B below. (see definition in § 156.007);

(c) — Maximum height of a ground sign shall not exceed the limit established in Table B below. However, In all industrial zones, the height of any ground signs which are intended to be viewed from an elevated four lane highway which identifies highway oriented businesses and which signs are to be located within 200 feet of the highway right of way line may exceed district height and size standards, provided that the maximum height to the top of the sign shall not exceed 15 feet above the grade elevation of such elevated four lane highway directly adjacent to such property on which the sign is positioned and does not exceed 200 square feet in size. All elevated signs shall be separated a minimum of 200 feet from another elevated sign. Elevated signs adjacent to residential uses shall require the issuance of a special use permit by the Council.

(d) — Ground signs shall be set back a minimum of five feet from lot lines; and

(e) — Clustered or planned developments located on a single lot shall be permitted one ground (joint identification) sign identifying the name of the development and/or businesses within the development and one wall sign per business. Area of all signs shall not exceed the total allowable signage for the lot.

(G) — Administration.

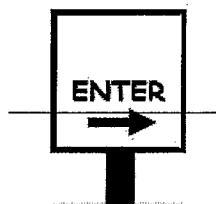
(1) — No sign shall be placed, erected, replaced or altered without a permit, unless no permit is required pursuant to subpart (G)(3). Application for a sign permit shall be made in writing on forms furnished by the Zoning Administrator. No separate building permit shall be required, but the Building Inspector may require filing of plans or other pertinent information where such information is necessary to ensure compliance with the Building Code.

(2) — The fee for a sign permit shall be established by resolution of the City Council. A double fee shall be charged if a sign is erected or placed without first obtaining a permit for the sign.

(3) — The following signs need no permit and shall not count against the allowable signage for the site, but shall conform to the requirements of this section:

(a) — Signs for one or two family dwellings identifying the occupant or street address, provided that the signs are less than one square foot in area.

(b) — Pedestrian, vehicular traffic and parking directional signs in parking lots provided the signs are less than eight square feet in size and six feet in height. The signs shall not be included in determining allowable signage.



(c) — Public signs, street signs, warning signs, railroad crossing signs or signs of

public service companies for the purpose of safety.

(d) — Signs denoting the architect, engineer, contractor, financial institution or owners, when placed upon a work site. The signs shall be removed within ten days after completion of construction.

(e) — Signs designating candidates seeking public political office, provided that election signs shall not exceed eight square feet in size. The signs shall be located on private property and shall not be located on any intersection so as to obstruct vehicular lines of sight. Said signs shall be removed within ten days following the date of election.

(f) — Signs or posters attached or painted on the inside of a display window. This shall include illuminated signs but not flashing signs.

(g) — Flags, badges or insignia of any government, governmental agency or any civic, religious, fraternal or similar organization.

(h) — Emergency signs required by any governmental agency.

(i) — Temporary real estate signs pertaining only to the sale, rental or development of the lot upon which displayed. The signs shall not exceed six square feet in size for residential property or 24 square feet in size for other property. One sign shall be permitted for each lot and must be removed within ten days following the sale, lease or development.

(j) — Memorial signs or tablets, names of buildings and date of erection when cut into or attached to any masonry surface or incombustible material.

(k) — Home occupation and residential day care facility signs, non illuminated, attached to the wall of a dwelling and not exceeding eight square feet in area. If the home occupation is located in the B-1, B-1A, B-2, or BT zoning district, then one non illuminated ground sign may be allowed per Table A, column B.

(l) — Temporary real estate development signs pertaining to the sale, rental or development of the premises upon which displayed. One sign is permitted per each entrance into a development area provided that total signage shall not exceed the following size limitations:

<i>Project Area</i>	<i>Residential</i>	<i>Commercial/Industrial</i>
Under 10 acres	32 sq. ft.	32 sq. ft.
10.1 plus acres	150 sq. ft.	150 sq. ft.

(n) — Signs shall be properly maintained and removed when 80% of the project is sold, rented or developed.

(H) — *Nonconforming signs.* Any sign legally existing on the effective date of this section which does not conform to the requirements set forth in this section shall be considered a nonconforming sign. Nonconforming signs shall comply with the following requirement. Any sign erected before the passage of this section shall not be rebuilt, moved to a new location on the affected property or altered, except for the changing of movable parts of signs which are designed for changes or the

repainting of display matter for maintenance purposes without being brought into compliance with the requirements of this section.

Sign Table A
Maximum Allowable Sign Area

	<i>A (SQ. FT.)</i>	<i>B</i>
P-M	50	18% not to exceed
B-1	50	18% not to exceed
B-1A	75	18% not to exceed
B-2, BT	125	18% not to exceed
I-1, I-2, I-3, IT	125	18% not to exceed

- A. Minimum allowable sign area regardless of wall surface area as defined herein.
- B. Maximum allowable sign area based on percentage area of wall surface area as defined herein.

Sign Table B
Ground Sign Standards Except as Otherwise Provided

<i>Street Classification</i>	<i>Speed Limit</i>	<i>Area*</i>	<i>Height**</i>
	<i>MPH</i>	<i>Sq. Ft.</i>	<i>Feet</i>
Local	30	20	6
Collector	30	25	16
	35	25	20
	40	100	24
	40	100	24
Principal or Minor Arterial	30	75	18
	35	100	22
	40	125	24
	45	150	26
	50+	175	28

Examples of Ground Signs (also known as pylon signs)

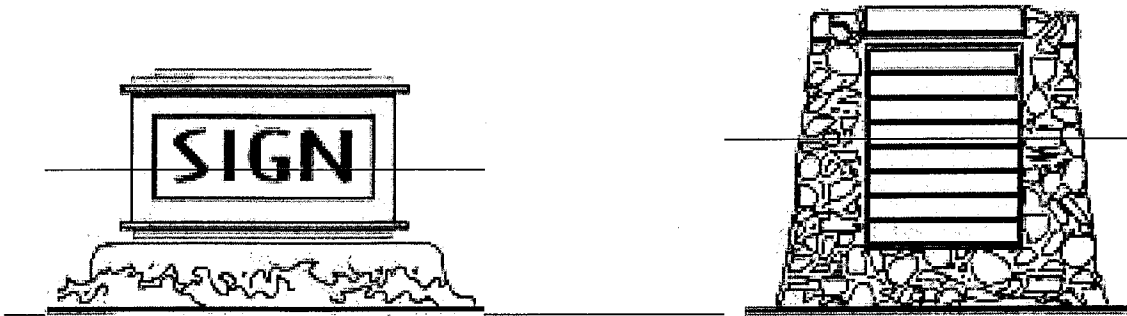


* The maximum area of ground signage may be increased by 50% if the ground signs are constructed as monument signs and the design and landscaping are approved by the Zoning Administrator. Said increase under this provision shall not count against the maximum allowable

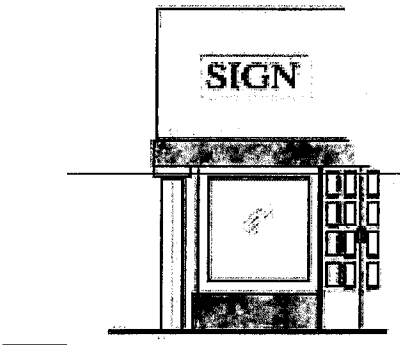
sign area per lot.

** The maximum height of a monument sign shall not exceed ten feet in height.
(Ordinance 551, passed April 18, 2011; Ordinance 553, passed June 20, 2011)

Examples of Monument signs (also considered a ground sign, but it has a solid base from ground to top of structure)



Example of a Wall sign



§ 156.063 SIGN REGULATION.

(A) Intent. The intent of this section is to promote the health, safety, and general welfare of the public, to provide for necessary visual communications, to prevent visual clutter among businesses in the City, to prevent unsightly competition for attention, to assure that the public is not endangered by the unsafe, disorderly or unnecessary use of signage, and to preserve and promote a pleasant physical environment within the City by regulating the type, number, size, height, lighting, maintenance and erection of sign structures. This section is not intended to and does not restrict, limit, or control the content or message of signs.

(B) General requirements.

(1) In any district, animal displays, pieces of sculpture or other displays or features which do not clearly fall within the definition of a sign but which direct attention to an object, product, activity, person, institution, organization or business shall require a sign permit. However, only 25% of the square footage of the object shall be used in the total sign area calculation.

(2) Signs that are meant to be permanent shall be constructed of a material that is durable, rigid, and otherwise appropriate for a permanent sign and not of vinyl, cloth, cardboard, paper, or other non-durable material.

(3) In all zoning districts, one sign displaying the property address shall be required for each principal building to aid in emergency response and navigation. All principle buildings shall be allowed one wall sign for this purpose that is not subject to permitting and will not count against the property's total sign area, provided this sign does not exceed one square foot.

(4) Ground Signs. The maximum number of ground signs allowed for any property is one, except for those properties with two street frontages, in which case two ground signs shall be permitted. Additional ground signs may be authorized in conjunction with development proposals through conditional use permits or planned unit developments. The total amount of sign area for the property shall not exceed the limits specified in Table A.

(a) Maximum height of a ground sign shall not exceed the limits established in Table B. However, in all commercial and industrial zones, the height of any ground sign identifying a highway-oriented business that is intended to be viewed from an elevated four lane highway and is to be located within 200 feet of the highway right of way line may exceed district height and size standards, provided that the maximum height to the top of the sign shall not exceed 15 feet above the grade elevation of such elevated four lane highway directly adjacent to such property on which the sign is positioned and the sign does not exceed 200 square feet in size. All elevated signs shall be separated a minimum of 200 feet from another elevated sign. Elevated signs adjacent to residential uses shall require the issuance of a special use permit by the Council.

(b) The maximum area of ground signage may be increased by 50% if the ground signs are constructed as monument signs and the design and landscaping are approved by the Zoning Administrator. The size increase allowed under this provision shall not count against the maximum allowable sign area per lot. The maximum height of a monument sign shall not exceed ten feet in height.

(c) Ground signs shall be setback a minimum of five feet from a property line. The owner of property subject to a public easement may request to install a sign on the easement with an Easement Agreement as prescribed by the City.

(5) Signage shall be located on private property only and not in the public right of way.

(6) Signage shall be subject to Section 156.068 Traffic visibility and control.

(7) Signage shall be located so that clear sight lines are maintained at all times at public roadway intersections and access points to private parking areas, etc., as determined by the Zoning Administrator.

(8) Commercial and Industrial Development Complexes. Property owners must make a request to the City to be considered a Commercial or Industrial Development Complex.

(a) General. Signs for all commercial and industrial development complexes shall comply with a master sign plan for the development approved by the Zoning Administrator.

The plan shall include all proposed sign locations, materials, structures and installation details to the extent known at the time of master sign plan submittal. Additional submittals or amendments to the master sign plan may be necessary as a new development complex becomes occupied or as businesses within a complex change. Signs within a development complex shall be subject to the requirements set forth in this section.

(b) Business signs. Each enterprise, institution or business shall be permitted wall signs subject to the maximum size requirements set forth for in the applicable zone.

(c) Ground signs. Each development complex shall be permitted two ground signs. The maximum permitted sign area for each development complex sign shall be as provided within the applicable zoning district, plus a bonus of ten additional square feet per business, enterprise, institution or franchise within the development complex, provided that the bonus shall not exceed 180 square feet.

(9) Electronic message signs are allowed subject to the following regulations.

(a) The message shall only change once every five (5) seconds.

(b) The message must not continuously scroll or flash.

(c) Electronic sign elements shall be installed so as not to direct rays of light onto public streets or adjacent property thereby creating a nuisance or safety hazard.

(d) Signs shall be allowed in Business Districts, Professional/Medical Districts, and Industrial Districts.

(10) Signs at Outdoor Sports Complexes (i.e ball fields, ice rinks) shall be permitted in all zoning districts subject to the provisions of this chapter and with the following conditions:

(d) Signs in City parks shall be subject to the City of Cambridge park rules.

(e) Illuminated, electronic, or changing signs shall be placed to minimize the greatest possible extent of exposure to adjacent residential properties and public right-of-ways.

(f) Signs shall not be illuminated when the complex is not in use for games.

(g) Off-premises signs may be erected at outdoor sports complexes subject to these regulations with approval by the City.

(C) Prohibited signs. The following signs are prohibited by this section, unless otherwise specifically allowed:

(1) Signs that by reason of position, shape or color would interfere with the proper function of a traffic sign, signal or interferes with or is misleading to vehicular traffic.

(2) Signs that by reason of illumination or brightness disturb the peace of any neighboring residential property.

(3) Signs within a public right-of-way or easement, except for signs installed by

governmental units and B-1/B-1A District sidewalk signs as regulated herein. The owner of property subject to a public easement may request to install a sign on the easement with an Easement Agreement as prescribed by the City.

(4) Signs that resemble any official marker erected by a governmental agency or that displays such words as "stop" or "danger," which are not erected by legal authority.

(5) Signs attached to trees, benches, street light standards or utility poles.

(6) Signs with rotating beams, spotlights, flashing illumination, pennants and stringers.

(7) Signs which project over and into public right-of-way, except for canopy, flag mount or awning signs which shall have a minimum clearance of seven feet above a public sidewalk in the B-1 and B-1A Districts.

(8) Rotating signs.

(9) Signs painted or attached to vehicles where the vehicle is parked on a property and not intended to be moved.

(10) Signs on any rooftop.

(11) Off-premises signs, except as specifically allowed in this section.

(12) Signs that constitute a nuisance or a danger to public safety.

(D) District regulations (Permitted Signs).

(1) The following signs are permitted in R-1A, R-1, R-2 and R-3, Residential Districts; the UR and RA Growth Areas Districts subject to the stated requirements and limitations:

(a) Nonresidential properties and residential developments may have signs not exceeding 32 square feet in area and not exceeding a maximum total of 100 square feet of signage. Such signs may be wall or ground mounted or combination thereof. Only one ground sign shall be allowed, except that residential developments may have one ground sign per entrance from arterial or collector streets as determined by the Zoning Administrator. A ground sign shall not exceed six feet in height.

(2) The following signs are permitted in the Professional/Medical Zoning Districts subject to the stated requirements and limitations:

(a) Signs not exceeding 32 square feet in size for nonresidential property and residential developments which may be wall or ground mounted or combination thereof. A ground sign shall not exceed six feet in height except when located on a lot abutting a collector or minor arterial street. In such cases the limits in Table B shall apply.

(b) Maximum height of any permitted ground sign shall be as specified in Table

B.

(c) Maximum area of any permitted ground sign shall be as specified in Table B.

(d) The total area of signs, including ground signs, shall not exceed the total area as specified in Tables A and B.

(3) The following signs are permitted in the B-1, B-1A, BT and B-2 Business Districts subject to the stated requirements and limitations:

(a) Wall and/or ground signs are permitted.

(b) The total area of all signs shall not exceed the total area as specified in Tables A and B.

(c) Awning or canopy signs are permitted as regulated in this section.

(d) All commercial development complexes shall require a master signage plan, pursuant to the requirements of division (B)(5) of this section, prior to installation of any signage.

(e) Island canopies shall be entitled to four signs in addition to those otherwise permitted in Tables A and B. Canopy signs shall not exceed ten feet in length or 20 square feet each and shall not be placed on the same side of the canopy. Stripes or colors do not contribute to the sign area computation.

(f) Signs shall be permitted on gas pumps, gas pump islands, or supporting structure of the canopy in addition to those otherwise permitted in Tables A and B provided the letter height is five inches or less in height and overall sign size does not exceed six square feet.

(g) Two on-site signs per drive-up or walk-up lane of a drive-in establishment up to a maximum of 50 square feet each shall be permitted in addition to those signs otherwise permitted.

(h) Window signs are restricted to 30% of the area of the window(s) in which the sign is to be displayed and are in addition to those otherwise permitted on the principal structure. All window signs shall be applied to the interior of the windows except for temporary painted messages on the exterior. Window clings or window graphics must allow visibility into the building at night so emergency responders can see inside.

(4) The following signs are permitted in I-1, I-2, I-3 and IT Industrial Zoning Districts subject to the stated requirements and limitations:

(a) Wall and/or ground signs

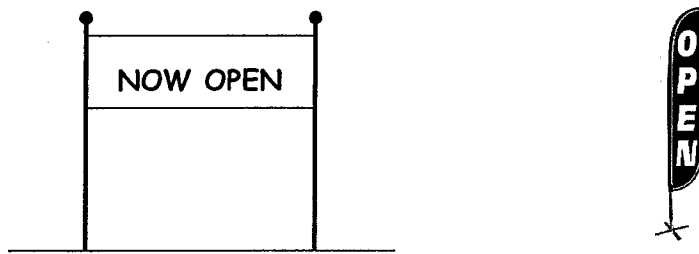
(b) The total area of all signs shall not exceed the limits established in Tables A and B.

(c) All industrial development complexes shall require a master signage plan, pursuant to the requirements of division (B)(5) of this section, prior to installation of any signage.

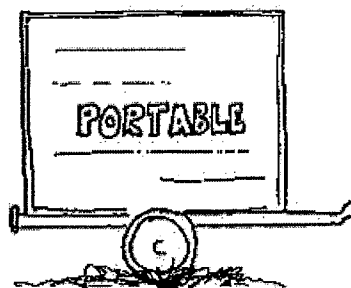
(E) Temporary signs. Temporary signage shall be allowed with a permit, unless otherwise specified, and exempt from and not included in the calculations of maximum total sign area except

as set forth in this section (E). The following provisions shall apply:

- (1) Temporary signs may be allowed up to a cumulative 120 days per year per parcel. This maximum allotment applies to each parcel as a whole, not each individual occupant or business located on the parcel. Parcels with multiple occupants or businesses must share this total allotment.
- (2) Signs shall be located on private property and not in the public right-of-way.
- (3) No setback required from public right-of-way.
- (4) Signs shall be well secured and controlled regardless of weather conditions.
- (5) Temporary Signage shall only be allowed in Business Districts, Professional/Medical districts, Industrial Districts, and for non-residential uses or multi-family uses in residentially zoned district.
- (6) Signs shall be legible.
- (7) Banners and and feather signs may be used as follows:



- (i) Banners may be attached to poles, tents, and buildings. Banners on buildings shall not exceed 100 sq. ft.
 - (j) No more than two such signs shall be allowed at any one time;
- (8) Portable signs may be used as follows:



- (k) No more than one sign per lot shall be allowed at any one time;

(l) Signage shall not be larger than 32 square feet;

(m) Signage shall be permanently removed from view of any public right-of-way or adjacent property when not in use.

(9) Temporary off-premises signage shall only be allowed as follows:

(a) The property where the sign is placed must use the temporary sign allotment for that property.

(b) Temporary off-premise signs are allowed on commercially zoned property in the B-1, B-1A, B-2 zoning districts. These signs will be allowed in the BT district only if the use of the property is commercial and not residential.

(c) Temporary off-premises signs shall be limited to 32 sq. ft. in size.

(10) Temporary off-premises signs containing only non-commercial speech are allowed concurrent with one-time or special events provided:

(a) A maximum of four temporary signs per event can be located in any zoning district.

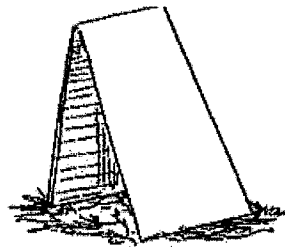
(b) Signs shall be allowed for a maximum of 30-days and only one off-premises temporary sign is allowed on a property at one time.

(c) Temporary signs under this Section (E)(10) do not count towards a property's total temporary sign allotment.

(d) There shall be no fees for signs allowed under this Section (E)(10), but permits are required for such signage.

(11) Beacons, hot or cold air inflatable devices, large balloons or collections of small balloons exceeding 2 feet in diameter (except balloon arches not exceeding eight feet in height) shall be permitted as temporary signs provided no more than two such signs are displayed at any one time.

(12) One Sidewalk (sandwich board) sign shall be permitted to be located in the public right-of-way or along a private sidewalk within the B-1 district as follows:



(i) Signage shall not obstruct free pedestrian passage on the sidewalk or create a safety hazard as determined by the Zoning Administrator;

(j) Signage shall not exceed ten square feet in size;

(k) Signage shall be located immediately in front of the place of business or along the primary pedestrian sidewalk for a business or business complex;

(l) Signage within the public right of way shall be removed from the sidewalk at the end of each business day, though signage located on private property may remain out overnight at the owner's discretion;

(m) Any injury or damage caused by the placement of the sign in the public right-of-way shall be the sole liability and responsibility of the business, sign, and/or property owner; and

(n) Signage shall be allowed without a permit.

(F) Maintenance requirements.

(1) All signs shall be maintained by the owner in a safe condition. A sign shall be repainted or removed whenever its paint begins to fade, chip or discolor.

(2) On-premises sign faces shall be removed from a building and property by the owner of the property within 30 days after termination of the use to the sign relates.

(3) If the Zoning Administrator finds that any sign is unsafe, a risk or detriment to public safety, or is constructed, erected or maintained in violation of the provisions of this section, the Zoning Administrator shall give written notice of such finding to the property owner and follow the Administrative Citations procedure in chapter 38 of the City Code.

(4) All signs shall comply with the State Building Code, as amended from time to time. A footing inspection may be required for the erection of any free-standing signs.

(5) Signs painted on a building shall be governed by the square footage limitations specified in the appropriate zoning districts. These shall be repainted, removed or painted out when they are not maintained.

(6) The supporting structure of all ground signs shall be painted a neutral color so as to reduce visual obtrusiveness.

(G) Administration.

(1) No sign shall be placed, erected, replaced or altered without a permit, unless no permit is required as specifically set forth in this section. Application for a sign permit shall be made in writing on forms furnished by the Zoning Administrator. The Building Inspector may require filing of plans or other pertinent information where such information is necessary to ensure compliance with the Building Code.

(2) The fee for a sign permit shall be established by an ordinance of the City Council. A double fee may be charged if a sign is erected or placed without first obtaining a permit for the sign.

(H) Signs Exempt from Permitting Requirement. The following signs need no permit and shall not count against the allowable signage for the property, but shall conform to the requirements of this section:

(1) Signs on residential properties, provided that the signs are less than one square foot in area.

(2) Non-Commercial Signs in parking lots provided the signs are less than eight square feet in size and six feet in height.



(3) Noncommercial signs erected by railroad or utilities companies for the purpose of safety.

(4) Temporary signs displayed during the time a parcel is for sale, available for lease, or under construction as follows.

(a) The signs shall not exceed six square feet in size on residential property or 32 square feet in size on nonresidential or multi-family property.

(b) If the parcel on which the sign is placed is ten (10) acres or more, the sign can be 150 square feet maximum.

(c) One sign shall be permitted on each parcel and must be removed within ten days following the sale, lease, development, or substantial completion of construction.

(5) Subject to Minnesota Statute Section 211B.045, or successor statute, signs containing non-commercial speech may be posted beginning 46 days before a primary election in a general election year until 10 days following the general election.

(6) Noncommercial flags, badges or insignia.

(7) Emergency signs required by any governmental agency.

(8) Carvings into stone, concrete or similar materials or made of bronze, steel, aluminum or other permanent type of construction incorporated into the design and structure of a building and containing only non-commercial speech.

(9) Home occupation and residential day care facilities shall be allowed one non-illuminated sign not exceeding eight square feet in area. If the home occupation is located in the B-1, B-1A, B-2, or BT zoning district, then one non-illuminated ground sign may be allowed per Table A, column B.

(I) Nonconforming signs. Any sign legally existing on the effective date of this section which

does not conform to the requirements set forth in this section shall be considered a nonconforming sign. Nonconforming signs shall be governed pursuant to Section 156.095. Nonconforming signs shall not be moved or altered, except for the changing of movable parts of signs which are designed for changes or the repainting of display copy for maintenance purposes.

(J) Exemption for City Signs. Signs that are erected or maintained by the City shall be exempt from the sign regulations in this section.

(K) Substitution Clause. The owner of any sign that is otherwise allowed under this section may substitute non-commercial speech for any other commercial or non-commercial speech without any additional approval or permitting, notwithstanding any provision to the contrary.

(L) Severability. If any part, clause, provision, or portion of this section is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this section shall not be affected thereby.

Sign Table A
Maximum Allowable Sign Area

	<u>A (SQ. FT.)</u>	<u>B</u>
P-M	50	18% not to exceed
B 1	50	18% not to exceed
B 1A	75	18% not to exceed
B 2, BT	125	18% not to exceed
I-1, I-2, I-3, IT	125	18% not to exceed

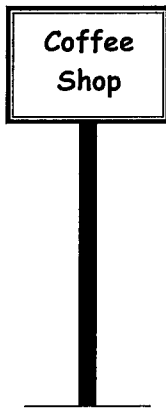
A. Minimum allowable sign area regardless of wall surface area as defined herein.

B. Maximum allowable sign area based on percentage area of wall surface area as defined herein.

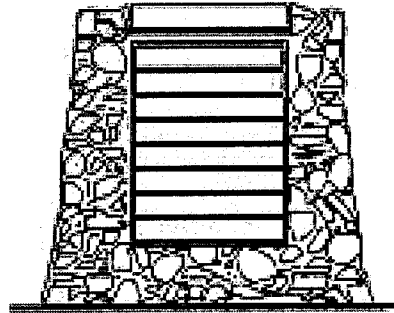
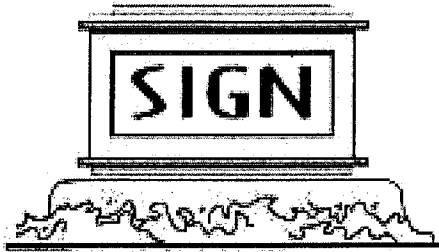
Sign Table B
Ground Sign Standards Except as Otherwise Provided

<u>Street Classification</u>	<u>Speed Limit</u>	<u>Area*</u>	<u>Height**</u>
	<u>MPH</u>	<u>Sq. Ft.</u>	<u>Feet</u>
Local	30	20	6
Collector	30	25	16
	35	25	20
	40	100	24
Principal or Minor Arterial	30	75	18
	35	100	22
	40	125	24
	45	150	26
	50+	175	28

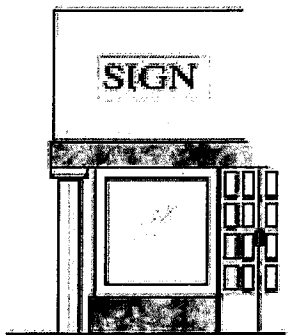
Examples of Ground Signs (also known as pylon signs)



Examples of Monument signs (also considered a ground sign, but it has a solid base from ground to top of structure)



Example of a Wall sign



§ 156.007 DEFINITIONS

Billboard. See the definition for Sign, Advertising Off-Premises.

...

Commercial speech. Speech advertising a business, profession, commodity, service, or entertainment.

...

Non-commercial speech. Dissemination of messages not classified as commercial speech, which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

...

~~**Sign, Advertising.** A sign which directs attention to a business commodity, service, activity or entertainment not necessarily conducted, sold or offered upon the premises where such sign is located.~~

Sign. Any name, identification, description, display, illustration, structure, emblem or device which is affixed to, painted or represented upon a building, bench or other outdoor structure, vehicle or piece of land, which is intended to direct attention to an object, product, place, activity, person, organization or business. The structure supporting or intended to support a sign shall be considered part of that sign.

Sign Area. The net geometric area enclosed by the display surface of the sign. Only one face of a multiple faced sign shall be considered in determining the display surface area.

~~**Sign, Development.** A permanent sign identifying the name of a development or names of companies within a development.~~

Sign, Electronic Message. A sign whose message may be changed at intervals by electronic process or remote control and whose only movement is the periodic changing of information.

Sign, Flashing. Any illuminated sign that has artificial light or color which is not maintained at a constant intensity or color when such sign is in use. A sign providing public service information, such as time, weather, date, temperature or similar information, shall not be considered a flashing sign.

Sign, Ground. A free standing sign, including whatever structure is needed to support such sign.

Sign Height. The vertical distance measured from the lot elevation to the highest point of the sign.

Sign, Illuminated. Any sign that is lighted by an exterior or interior artificial light source.

~~**Sign, Joint Identification.** A sign which serves as common or collective identification for a group of persons or businesses operating on the same lot (for example, shopping center, office complex and the like). The sign may name the persons or businesses.~~

Sign, Marquee, Awning and Canopy. Any message or identification which is affixed to or part of

a marquee, awning or canopy.

Sign, Monument. A ground sign that is intended to be incorporated into some form of landscaping design scheme or planter box, is attached to the ground by means of a free-standing support structure, is solid from grade to the top of the structure, has materials that are constructed of the same primary building materials as the principal structure, and is placed directly on the ground or on an interior planter base which is incorporated into a design arrangement. A monument sign shall be considered as one sign though it may have two faces.

Sign, Nameplate. A sign ~~which that identifies~~ the address of a property and/or the owner or occupant of the property. ~~The Nameplate Signs shall be surface mounted on the wall of the principal building of the property.~~

Sign, Nonconforming. A sign which lawfully existed at the time of the adoption of this section, which does not conform to the requirements thereof.

Sign, Off Premises. ~~A sign advertising a business, commodity, service or entertainment conducted, sold or offered elsewhere other than upon the premises where the sign is maintained.~~ A sign that directs attention to a business commodity, service, activity or entertainment not conducted, sold or offered upon the premises where such sign is located.

Sign, On Premises. A sign ~~which advertises~~ that directs attention to the business commodity, service or entertainment offered upon the same premises on which the sign is located.

Sign, Portable. A sign constructed to be moveable from one location to another or not permanently attached to the ground or to any permanent structure.

Sign, Projecting. A sign, other than a wall sign, which projects from and is supported by a building.

~~**Sign, Public Service Information.** A sign designating the current time and/or temperature on a wall or ground sign so as to be viewed by the passing public from a public right of way.~~

Sign, Reader Board. A sign intended to display a message through the use of manually changed letters that is permanently attached to a ground sign or affixed to a wall. All other such signs shall be deemed temporary signs.

~~**Sign, Real Estate.** A sign advertising the sale, rental or development of the premises upon which it stands or directing attention to the opening or location of a new residential development.~~

Sign, Roof. A sign permanently affixed upon the roof of a building. **Sign Setback.** The horizontal distance measured from a lot line and the nearest portion of a sign or its structure.

Sign, Temporary. Any sign, banner, pennant, poster or advertising display which is intended to be displayed for a limited period of time and is not permanently affixed to the ground or a structure. Signs other than temporary signs shall be considered permanent signs.

~~**Sign, Trademark.** Any sign designating a design or emblem of a product or manufacturer.~~

Sign, Wall. A sign affixed on a part of the exterior wall of a building and flush against it.

This ordinance shall be in full force and effect from and after its passage and publication according to law.

Adopted by the Cambridge City Council this 15th of April, 2019.

Jim Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: April 25, 2019

Summary Publication

The City Council of the City of Cambridge amended Title XV: Land Usage, Chapter 156 Zoning, Sections 156.063 and 156.007. Section 156.063 Sign Regulation is replaced in its entirety. The old version of Title XV: Land Usage, Chapter 156, Section 156.063 Sign Regulation is hereby repealed. Section 156.007 Definitions is amended to incorporate new language for sign definitions.

A complete copy of this ordinance is available for public inspection at the office of the City Administrator, 300-3rd Ave. NE, Cambridge, Minnesota. This ordinance takes effect upon publication.

Adopted this 15th day of April, 2019

Jim Godfrey, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Date of Publication: April 25, 2019