



Permit No. \_\_\_\_\_

Permit Fee \_\_\_\_\_

Something is happening here....

### Sign Permit Application

Wadena Code of Ordinances Chapter 152.55

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone Number: \_\_\_\_\_

Owner, Occupant, or Agent's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's Phone Number: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Nearest Landmark/Intersection: \_\_\_\_\_

Location of Sign(s):

North Side of Street

South Side of Street

East Side of Street

West Side of Street

Distance from Center of Street to Sign(s) Location: \_\_\_\_\_ Feet

Style of Sign(s):

Size of Sign(s):

Illuminated

Height: \_\_\_\_\_

Single-faced

Width: \_\_\_\_\_

Double-faced

Square Footage: \_\_\_\_\_

Back to Back

Estimated Moving Date: \_\_\_\_\_

Ground Erected

Above Building

On Building

On a Pylon

Other: \_\_\_\_\_

**Complete and Attach  
Location Drawing**

### Applicant Statement

I agree to do the proposed signage as stated and will comply with the Wadena Code of Ordinances Chapter 152.55 and required State regulations.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Location Drawing

(Sketch or photo of property showing proposed sign location, name on sign, land ties, etc.)

This permit is conditioned on maintenance of the sign in its original condition or to the satisfactory condition of the Council or Zoning Administrator.

## § 152.55 SIGN REGULATIONS.

All signs hereafter erected or maintained, except official, public traffic, and street signs, shall conform with the provisions of this section and other provisions of this code of ordinances or regulation of the city.

(A) *General provisions for all districts.* The following regulations shall apply to all signs hereafter permitted in all districts.

(1) (a) Signs shall not be permitted within the public right-of-way or easements, except a name plate sign erected under a store front canopy near the entrance identifying a place of business, provided, such sign does not exceed 18 inches by 48 inches and such sign shall be limited to one for a lot of 50-foot frontage or less. Such sign may be illuminated.

(b) Any sign which is suspended from or forming part of a canopy, awning, mansard roof, which sign does not extend more than 24 inches into the right-of-way, and sign is erected parallel with the building, sign, and structure shall be of a height not less than eight feet from the sidewalk or ground grade line.

(2) Flashing or rotating signs resembling emergency vehicles shall not be permitted in any district.

(3) No sign shall be placed that resembles any official marker erected by a governmental agency or displaying such words as stop or danger.

(4) No sign shall be permitted to obstruct any door, fire escape, stairway, or opening intended to provide access to any building or structure.

(5) Upon notification by the Council or Zoning Administrator that a sign is rotted, unsafe or unsightly, the owner of said sign or owner of property thereunder shall remove or repair same.

(6) The owner, lessee, or manager of any ground sign and the owner of the land on which the same is located shall keep grass or weeds and other growth cut and debris and rubbish cleaned up and removed from the lot on which a sign is located.

(7) Noncommercial campaign signs of any size may be posted in any number from August 1 in a state general election year until ten days following the state general election. The subject matter of a campaign sign must relate to an election in which a candidate is running or issue to be decided.

(8) Rotating signs or flashing signs shall not be permitted.

(B) *Signs in R-1 and R-2 Residential Districts.* No sign shall be erected in any R-1 or R-2 District except:

(1) A nameplate sign identifying the owner or occupant of a building or dwelling unit, provided, such sign does not exceed six square feet in surface area and five feet in height. Such signs may be illuminated;

(2) A sign pertaining to the lease or sale of the building or property, provided, such sign does not exceed four square feet in surface area. Such signs shall not be illuminated;

(3) A temporary sign identifying an engineer, architect, contractor, or product engaged in or used in the construction of a building, provided, such sign does not exceed four square feet in surface area and is removed prior to the occupancy of the building. Such sign shall not be illuminated; or

(4) Public street identification signs, traffic signs, and directional signs in any parking area where such signs are necessary for the orderly movement of traffic.

(C) *Signs in C-B and C-1 Districts.* Signs may be erected in commercial districts subject to the following provisions.

(1) The total surface area of all business signs on a lot shall not exceed two square feet per lineal foot of lot frontage or 10% of the building frontage area, or 75 square feet in area, whichever is greater. Signs may be illuminated.

(2) For corner lots, the frontage used to determine allowable sign area shall be the least dimension along a street, but an equivalent sign area shall be allowed facing the intersecting street.

(3) No sign shall project higher than six feet above the height of the building, or 32 feet above average grade at the building line, whichever is greater.

(4) Signs painted on a building shall be governed by the square footage limitations specified above. Such signs shall be maintained in good condition and shall be repainted, removed, or painted out when, in the opinion of the Council and/or Zoning Administrator, they are not so maintained.

(5) Where a sign is illuminated, the source of light shall not be visible from any public right-of-way, and such light shall be directed away from any residential district.

(6) Billboard, off-premises signs shall not be a permitted use in C-B and C-1 Zoning Districts.

*(D) Signs in the I-1 and I-2 Districts.*

(1) Signs may be erected in industrial districts subject to the following provisions.

(2) The total surface area of all business signs, including billboard-off premises signs on a lot shall not exceed two square feet per lineal foot of lot frontage of 20% of the building frontage area or 300 square feet in area, whichever is greater. Such signs may be illuminated.

(a) Billboard-off premises signs may be erected in I-1 and I-2 Zoning Districts.

(b) Billboard off-premises sign structures shall not be erected within 500 feet of any picnic area, rest areas, playground, or park, in any direction.

(c) Billboard off-premises sign structures shall not be erected within 500 feet of any existing Billboard off-premises sign structures on the same side of the highway and 250 feet between signs on the opposite side of the highway.

(d) Billboard off-premises sign structures shall not be erected within 400 feet of the C-B Central Business District.

(e) Billboard off-premises sign structures shall not contain more than one sign surface, and shall not exceed 300 square feet in sign surface area. (Back to back signs will be allowed).

(f) Billboard off-premises sign structures shall not exceed 30 feet in height as measured from the established grade.

(2006 Code, § 11.20) (Ord. 130, passed 12-24-1971; Ord. 5, 3rd Series, passed 1-17-1980; Ord. 55, 3rd Series, passed 5-15-1985; Ord. 98, 3rd Series, passed 4-30-1993; Ord. 139, 3rd Series, passed 5-19-2000; Ord. 147, 3rd Series, passed 12-20-2002; Ord. 165, 3rd Series, passed 10-11-2005) Penalty, see § [152.99](#)

### **§ 152.99 PENALTY.**

(A) *General.* Every person violates a section, division, paragraph, or provision of this chapter when he or she performs an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor except as otherwise stated in specific provisions hereof. (2006 Code, § 11.99)

(B) *Violation of §§ [152.70](#) through [152.72](#).* A violation of any provision of §§ [152.70](#) to [152.72](#) is a misdemeanor.

(Ord. 130, passed 12-24-1971; Ord. 204, 3rd Series, passed 4-19-2016)