

## PERMANENT SIGN PERMIT APPLICATION

Site Information	
Address (include Suite #):	
Business Name:	
Property Owner Information	
Name:	Address:
Phone:	Email:
Signature of Owner (Required if different than applicant):	
Contractor/Applicant Information	
Company Name:	Address:
Responsible Party Name:	
Phone:	Email:

Required Information
Zoning District (required to know size restrictions) (map is attached):
Wall area of the one largest exterior wall:
18% of the wall area of the largest wall (this will be your maximum allowed total signage for the entire lot):
Square footage of how much signage is <b>existing</b> (wall and ground signs, and directional signs with commercial language/logos): If existing signage is already on-site and to remain, please detail sign info, size, and location on a separate sheet.
Square footage of new signage being <b>added</b> (wall and ground signs, directional signs with commercial language/logos):
Does this property have multiple buildings or commercial/industrial/medical tenants on one lot, such as a strip mall or commercial complex (If yes, a Master Sign Plan must be included, provided by the property owner):
Is this property a Sports Complex:

Proposed Ground Signage	
Ground Sign #1 Type of ground sign: <input type="checkbox"/> Monument* <input type="checkbox"/> Pylon	Sign Square Feet (lettering and decals only, not sign structure):
	Street Classification and speed:
	Height above Grade (if 7' or above, then engineered plans are required):
	Illuminated? If so, method?
	Will there be an electronic message board:
	Sign Material:
Ground Sign #2 (if 2 street frontages) Type of ground sign: <input type="checkbox"/> Monument* <input type="checkbox"/> Pylon	Sign Square Feet (lettering and decals only, not sign structure):
	Street Classification and speed:
	Height above Grade (if 7' or above, then engineered plans are required):
	Illuminated? If so, method?
	Will there be an electronic message board:
	Sign Material:

If there is a menu board, what is the sq footage (include the location on the site plan):

**Ground sign requirements for all Zoning Districts:**

- A survey or site plan must be submitted indicating sign locations and all sign setbacks.
- Footing detail is required.
- 5ft setback from property lines is required or can be in easement if an Easement Agreement is obtained.
- Signage shall be subject to Section 156.068 Traffic visibility and control. (See attached)
- The maximum number of ground signs allowed for any property is one. Properties with two street frontages may have two ground signs. Additional ground signs may be authorized in conjunction with development proposals through conditional use permits or planned unit developments.
  - o If proposing ground sign(s), then footing detail is required. Wind/Snow loads may be required also.
- The total amount of sign area for the property shall not exceed the limits specified in Table A. (Unless in a Residential District, then see Residential District regulations (Permitted Signs))
- Maximum height of a ground sign shall not exceed the limits established in Table B. (Unless in a Residential District, then see Residential District regulations (Permitted Signs))
  - o Properties next to an Elevated Highway – see code
  - o \*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.



Zoning	Zoning District Requirements
R-1A, R-1, R-2 and R-3	<ul style="list-style-type: none"> <li><input type="checkbox"/> 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.</li> </ul>
Prof. / Medical	<ul style="list-style-type: none"> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> Maximum height of any permitted ground sign shall be as specified in Table B.</li> <li><input type="checkbox"/> Maximum area of any permitted ground sign shall be as specified in Table B.</li> <li><input type="checkbox"/> The total area of signs, including ground signs, shall not exceed the total area as specified in Tables A and B.</li> </ul>
B-1, B-1A, BT and B-2	<ul style="list-style-type: none"> <li><input type="checkbox"/> Wall and/or ground signs are permitted.</li> <li><input type="checkbox"/> The total area of all signs shall not exceed the total area as specified in Tables A and B.</li> <li><input type="checkbox"/> Awning or canopy signs are permitted as regulated in this section.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> 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.</li> <li><input type="checkbox"/> Window signs are allowed in addition to those otherwise permitted on the principal structure. There must be visibility into the business at night. Vinyl signs affixed to the interior of the windows must be translucent so they allow visibility into the building at night so emergency responders can see inside. Opaque vinyl is prohibited.</li> </ul>
I-1, I-2, I-3 and IT	<ul style="list-style-type: none"> <li><input type="checkbox"/> Wall and/or ground signs</li> <li><input type="checkbox"/> The total area of all signs shall not exceed the limits established in Tables A and B.</li> <li><input type="checkbox"/> 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.</li> </ul>

**Sign Table A: Maximum Allowable Sign Area**

Zoning	Minimum allowable sign area regardless of wall surface area as defined herein.	Maximum allowable sign area based on percentage area of wall surface area as defined herein.
P-M	50 sq ft	Not to exceed 18% of the wall area of the one largest exterior wall
B-1	50 sq ft	
B-1A	75 sq ft	
B-2, BT	125 sq ft	
I-1, I-2, I-3, IT	125 sq ft	

**Sign Table B: Ground Sign Standards Except as Otherwise Provided** (See attached map for street classifications)

Street Classification	Speed Limit	Area	Height
Local	30 mph	20 sq ft	6 ft
Collector	30 mph	25 sq ft	16 ft
	35 mph	25 sq ft	20 ft
	40 mph	100 sq ft	24 ft
	30 mph	75 sq ft	18 ft
Principal or Minor Arterial	35 mph	100 sq ft	22 ft
	40 mph	125 sq ft	24 ft
	45 mph	150 sq ft	26 ft
	50+ mph	175 sq ft	28 ft

### Prohibited Signs

- 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.
- Signs that by reason of illumination or brightness disturb the peace of any neighboring residential property.
- 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.
- 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.
- Signs attached to trees, benches, street light standards or utility poles.
- Signs with rotating beams, spotlights, flashing illumination, pennants and stringers.
- 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.
- Rotating signs.
- Signs painted or attached to vehicles where the vehicle is parked on a property and not intended to be moved.
- Signs on any rooftop.
- Off-premises signs, except as specifically allowed in this section.
- Signs that constitute a nuisance or a danger to public safety.

### Electronic Message Sign Regulations

- The message shall only change once every five (5) seconds.
- The message must not continuously scroll or flash.
- 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.
- Electronic signs shall be allowed in Business Districts, Professional/Medical Districts, and Industrial Districts.

### Application submittal information

Permit Cost	\$50 for permanent sign permits 50 sq ft or under; or \$100 for permanent sign permits over 50 sq ft.
Time required for plan review	Please understand that we work on a first come, first serve basis for plan reviews. We also work on a priority basis with other aspects of our job duties. Plan review may take up to 14 days, so we ask that you plan accordingly and submit your applications at your earliest convenience. Sign placement is not allowed until approval and payment.
In-person	Cambridge City Hall, 300 3rd Avenue NE, Cambridge, MN 55008 Monday- Friday from 8am-4:30pm (Summer hours may vary) After hours drop box is the silver box by the blue mailbox.
Mail	Cambridge City Hall, Attn: Sign Application, 300 3rd Avenue NE, Cambridge, MN 55008
Email	<a href="mailto:building@ci.cambridge.mn.us">building@ci.cambridge.mn.us</a>

### **ACKNOWLEDGEMENT AND SIGNATURE**

The undersigned hereby represents upon all the penalties of law, that all statements herein are true and that all signs will be constructed in accordance with the Cambridge Zoning Ordinance and other applicable regulations. In addition, the undersigned hereby agrees that a building inspector will be contacted, if required, to inspect the anchoring system.

(Note that property owner signature is required on page 1. Application will not be accepted without property owner signature.)

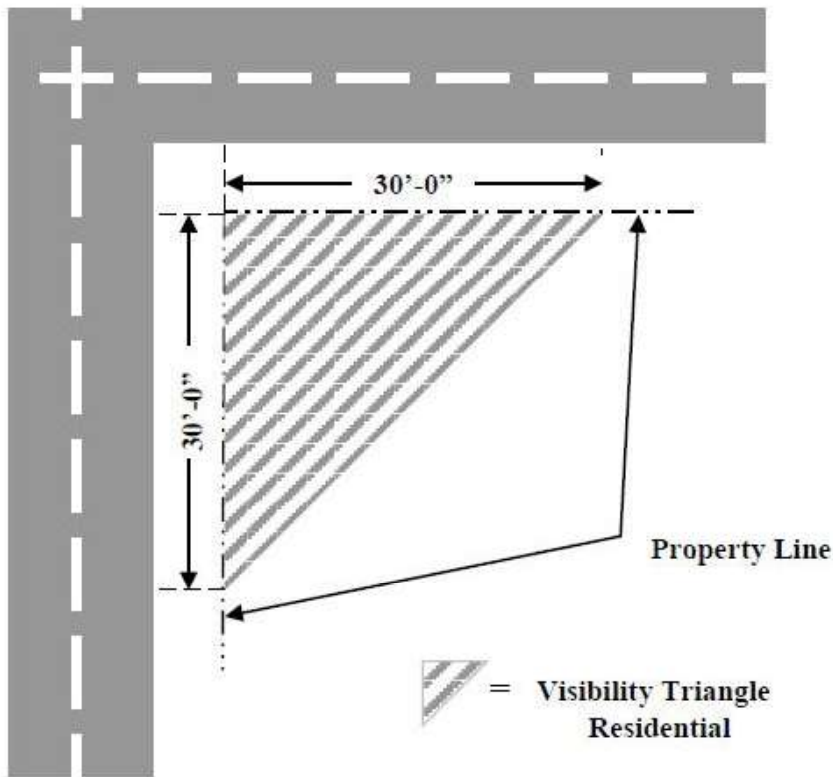
\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print Name

## § 156.068 TRAFFIC VISIBILITY AND CONTROL

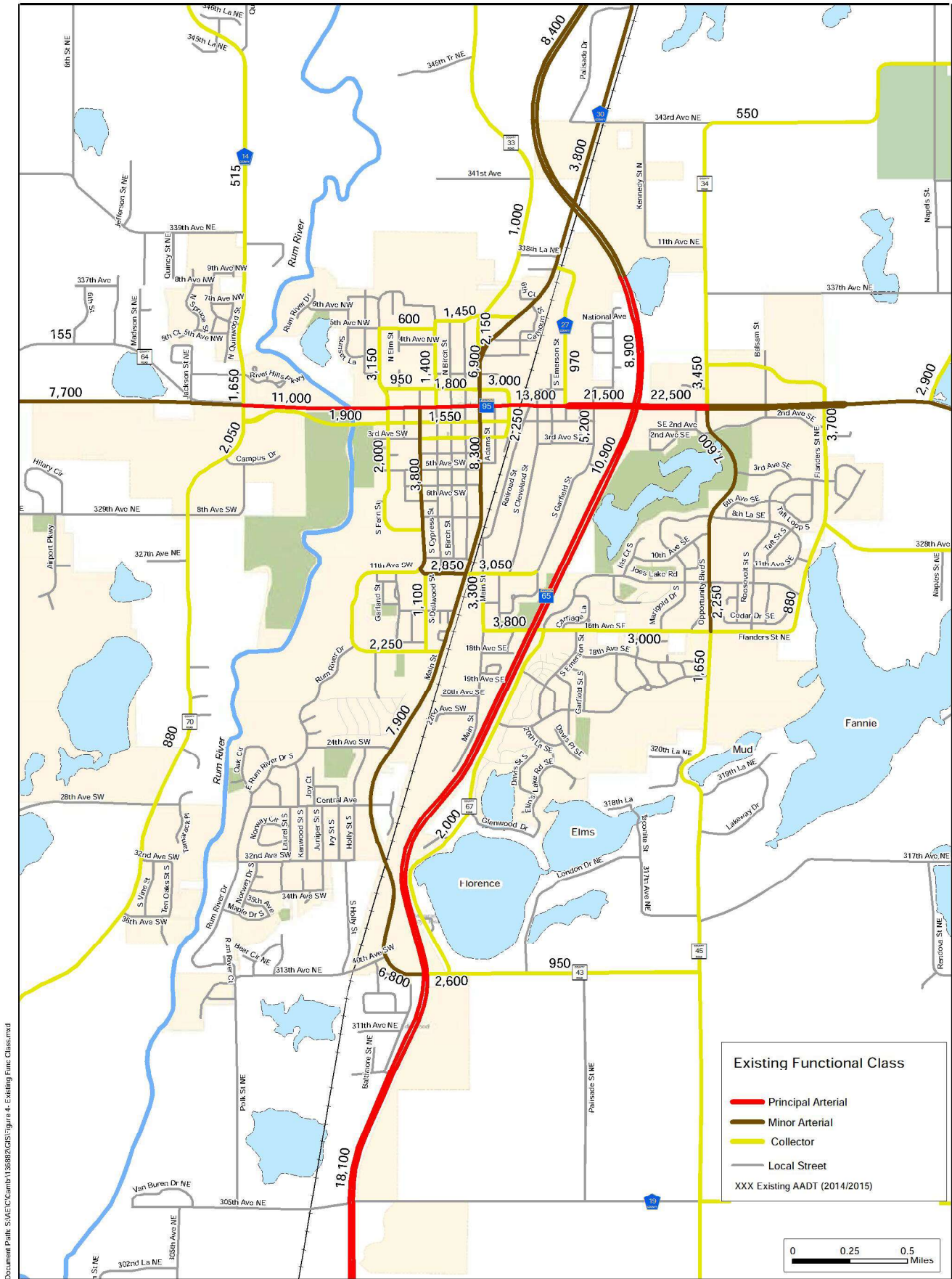
(A) (1) A minimum sight triangle shall be established on each corner lot at every street intersection through which motorists shall have reasonable and unobstructed views. The minimum sight triangle is a triangle located at the corner of intersecting streets. The adjacent sides shall be located along the curb line or along the gutter line of streets without curb and gutter, and shall be 30 feet in length, except at controlled intersections the length shall be 15 feet. The third side shall be a straight line joining the end points of the adjacent sides.



(2) No structures, sign, fence or planting between a height 30 inches and seven feet above the center line grade of the street shall be permitted within any sight triangle. The City may order removal of vision obstructions located within the minimum sight triangle.

(3) The foregoing provision shall not apply to existing permanent buildings, public utility poles, trees with trunks less than 12 inches in diameter and trimmed to a height at least seven feet above the level of the intersection, and shall not apply to plant species of open growth habits not planted in the form of a hedge and which are so planted and trimmed as to allow, at all seasons, a clear and unobstructed crossview; it shall not apply to supporting members of appurtenances to permanent buildings heretofore existing, to official warning signs or signals, or to signs mounted ten feet or more above the ground and whose supporting members do not constitute an obstruction as hereinbefore defined.

(B) The traffic generated by any use shall be channeled and controlled in a manner which will avoid traffic hazards or excessive flow through residential areas, particularly truck traffic.

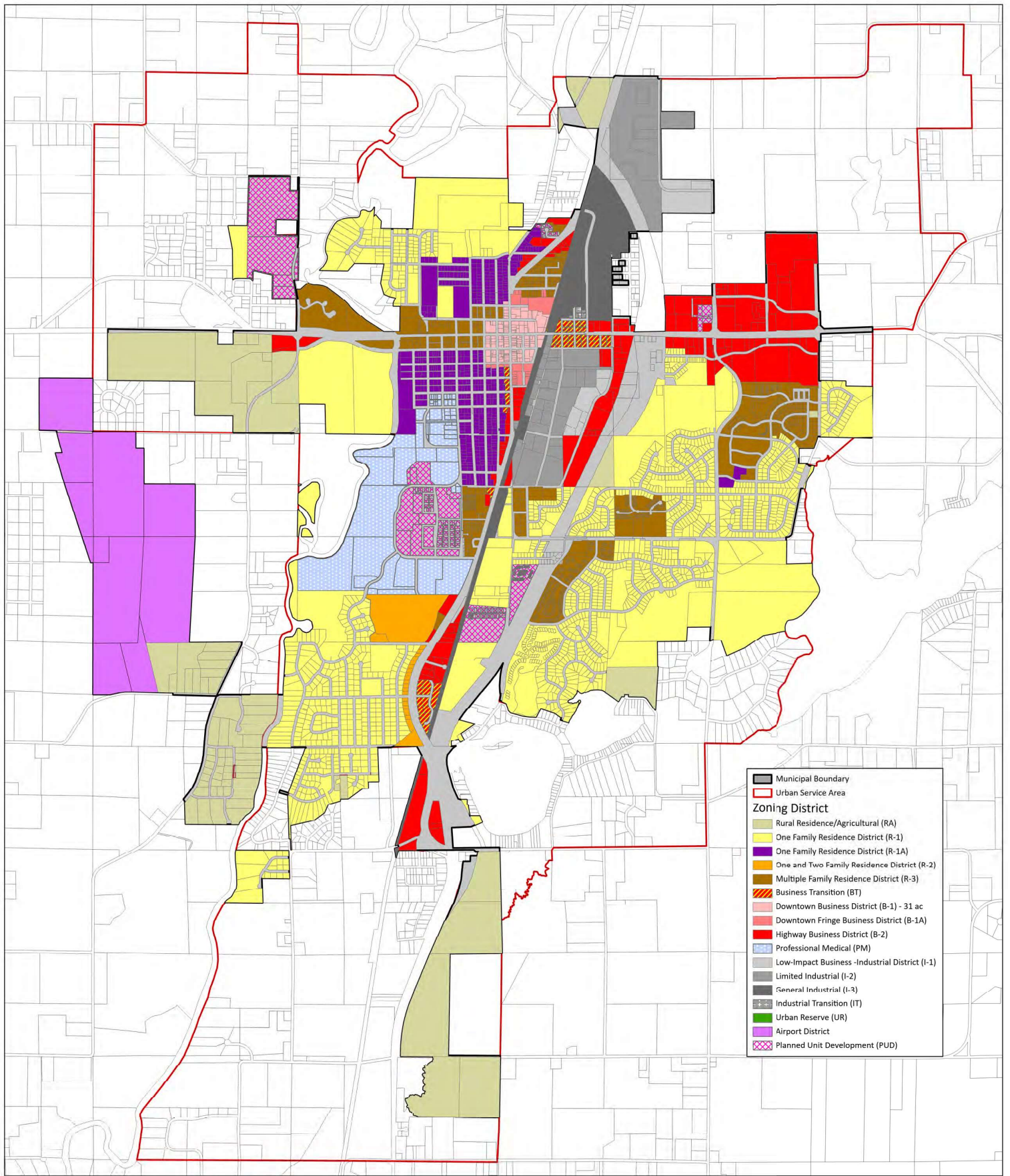


Project Number: MNT07 137843  
 Print Date: 3/2/2017  
 Map by: lelliot  
 Projection: NAD\_1983\_HARN\_Alg\_MN\_Isanti\_Feet  
 Source: MNDOT, ESRI, SEH

**Existing Functional Classification**  
 Cambridge, MN

**FIGURE 4-4**





# Zoning Districts