



PLANNING COMMISSION
ADVISORY BOARD

May 6, 2025 – 5:30 p.m.
City Center

AGENDA

- A. CALL TO ORDER AND ROLL CALL
- B. APPROVAL OF THE AGENDA
- C. APPROVAL OF MINUTES
 - 1. February 4, 2025
- D. NEW BUSINESS
- E. PUBLIC HEARINGS – Ordinance Amendments
 - 1. Section 50.0018. – Accessory buildings, fences and site appurtenances.
 - 2. Section 50.0402. – Building design standards (*B-2 Community Business District*)
 - 3. Section 50.0842. – Definitions. (*signs*)
 - 4. Section 50.0843. – Administration and enforcement. (*signs*)
 - 5. Section 50.0846. – Commercial districts. (*signs*)
 - 6. Section 50.0847. – Industrial districts. (*signs*)
 - 7. Section 50.0938. – Zoning design standards for specific zones and uses for cannabis, cannabis related businesses, liquor stores, sexually oriented businesses, and predominantly tobacco and tobacco paraphernalia retail and processing related occupancies.
- E. COMMISSIONER COMMUNICATIONS
- F. STAFF COMMUNICATIONS
- G. ADJOURNMENT

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Planning Commission of the City of Albert Lea. This document does not claim to be complete and is subject to change.

MINUTES OF THE ALBERT LEA PLANNING COMMISSION

Regular Meeting
February 4, 2025
5:30 pm – City Center

Chairman Lucas Schuster called the meeting to order at 5:30 p.m.

MEMBERS PRESENT

Wyeth Anderson, Vice-Chair
Rachel Christensen, Ex-Officio
Jared Dawson
Lucas Schuster, Chair
Steve Thompson

MEMBERS ABSENT

Leon Axtman
Matt Dorman
Matt Maras

STAFF PRESENT

Megan Boeck, City Planner
Cierra Maras, Development Services Administrative Assistant

APPROVAL OF AGENDA

Motion by Thompson and second by Anderson to approve the agenda. Motion carried.

APPROVAL OF MINUTES

Motion by Anderson and second by Dawson to approve the December 3, 2024 meeting minutes as presented. Motion carried.

Staff report prepared by Megan Boeck, City Planner, is to become part of these minutes by reference.

PUBLIC HEARINGS

1. Interim Use Permit – Shell Rock River Watershed District

Boeck reviewed the staff report. She explained the purpose of the interim use permit application is to allow removal of dredged sediment from Fountain Lake.

She noted that because of the similarity and applications for this phase, the recommended conditions are all similar to the conditions approved for the previous phases of the project in previous IUP's.

Schuster opened the hearing to the public at 5:38 p.m.

Andy Henschel, SRRWD, explained that this phase of the project will be similar to phase 2 that was done in 2020 and 2021. He noted they are looking for access to the same staging area that was used in previous phases and that it will be fenced off. He explained where the pipeline route will be and that the safety requirements will all be the same as previous phases.

Schuster closed the hearing to the public at 5:44 p.m.

Motion by Schuster and second by Thompson to recommend to City Council the approval of an Interim Use Permit for Shell Rock River Watershed District with the following conditions:

1. Repairs be made to any damaged paved surface including any public streets, roads, parking lots, or driveways as well as any culverts, curbs, or other aspects of infrastructure.
2. Shoreland restoration to any damaged areas within the shore impact zone of any public or private land is required. This includes stabilization of soils and replanting of vegetation with an appropriate variety of plants/trees at a size similar to those having been removed. All shoreland restoration shall be approved by the city zoning official.
3. The applicant provides easement agreements from all property owners where piping activity will occur.
4. Security and privacy fencing will be provided around the perimeter of the contractor staging area at the Edgewater Park Pavilion site. An opening in the fence is permitted to allow for the necessary movement of the pipe. Fencing will also be provided at the other storage and staging areas including the proposed temporary dock area (see figure 22).
5. Any pipe laid over land will be identified for the duration of the project with flags or similar marking to be visible, particularly while snow is on the ground.
6. Approval must be received by the MPCA for placement of pipe across the landfill site.
7. Approval must be received by the MN DNR Public Waters Permit Program for the placement of pipe on parcel 13.029.0161 as it sits outside city limits in Freeborn County.
8. The pipe crossing at Plaza Street (airport access) must be designed to allow for crossing by farm machinery, dump trucks, and public safety vehicles. This may be accomplished with a rock ramp or a cut in to the road.
9. Written approval shall be required from the city zoning official for any work proposed within any designated floodplain area. The SRRWD will obtain approvals from state and/or federal agencies for pipeline crossing or work within the floodplain or wetlands.
10. Any changes determined by the SRRWD needed within the 36-month period will be brought to the City Engineer who may approve minor changes.
11. Erosion control measures must be planned and implemented for all disturbed soil surfaces in the shoreland areas. These erosion control measures include best management practices typical for sediment and fill areas and access points associated with the project. These erosion control areas must be maintained throughout the duration of the project.
12. To the fullest extent permitted by law, the SRRWD agrees to defend and indemnify the city of Albert Lea, its officers, employees, and volunteers from and against all claims, damages, losses, and expenses resulting from the performance of work under this permit.

Motion passed on a 4-0 voiced vote.

2. Preliminary Plat – Dress Addition

Boeck stated that the purpose of the preliminary plat is to subdivide into a smaller parcel to meet the needs of a potential developer. The preliminary plat meets all the requirements of Chapter 38 of city code.

Schuster opened the hearing to the public at 5:48 p.m.

No one was present to speak.

Schuster closed the hearing to the public at 5:49 p.m.

Motion by Dawson and second by Schuster to recommend to City Council the approval of the Preliminary Plat of Dress Addition.

Motion passed on a 4-0 voiced vote.

COMMISSIONER COMMUNICATION

None.

STAFF COMMUNICATION

None.

ADJOURNMENT

Motion by Thompson and second by Schuster to adjourn the meeting at 5:50 p.m. Motion carried.

Cierra Maras, Planning Commission Secretary

Lucas Schuster, Chairman

TO: Planning Commission Members
FROM: Megan Boeck, City Planner
DATE: May 1, 2025
RE: Ordinance Amendments

In part of our ongoing attempt to clarify and improve different zoning ordinances, staff has prepared several drafts for discussion. It is important to note that most of the proposed ordinance amendments will not increase or worsen existing requirements but will rather correct or clarify existing language.

1. Chapter 50 – Zoning, Article I. – In General, Sec. 50.0018. – Accessory buildings, fences and site appurtenances.

This amendment removes language pertaining to the “required” front yard setback versus the defined front yard.

2. Chapter 50 – Zoning, Article III. – Districts, Division 8. – B-2 Community Business District – Sec. 50.0402. – Building Design Standards.

As a cost saving measure, this amendment will allow steel siding with exposed fasteners on buildings that are not substantially visible from a public street. Exposed fasteners will be limited to no more than 60% of the building face in order to preserve overall aesthetics. This amendment also requires additional design standards for windows on buildings used for cannabis retail – specifically glazing and frosting as well as prohibiting product display.

3. Chapter 50 – Zoning, Article IV. – Signs, Sec. 50.0842. – Definitions.

This amendment adds a definition for real estate signs and clarifies how far a wall sign may extend beyond the building, eave, or parapet.

4. Chapter 50 – Zoning, Article IV. – Signs, Sec. 50.0843. – Administration and enforcement.

This amendment adds directional signs, window signs, and real estate signs to the list of signs exempt from requiring a permit.

5. Chapter 50 – Zoning, Article IV. – Signs, Sec. 50.0846. – Commercial districts.

This amendment decreases the number of flag or feather signs allowed per 100 feet of lot frontage while increasing the number of wall signs allowed per site. Due to larger lots along the B-2 commercial corridor, staff has been notified by property and business owners that one wall sign per street frontage was not enough for growing or expanding businesses. This amendment also adds language regarding the size and height of temporary real estate signs.

6. Chapter 50 – Zoning, Article IV. – Signs, Sec. 50.0847. – Industrial districts.

This amendment decreases the number of flag or feather signs allowed per site while increasing the number of wall signs allowed per site. It also adds language pertaining to the size and height of temporary real estate signs.

7. Chapter 50 – Zoning, Article VI. – Performance, locational and site development standards, Sec. 50.0938. – Zoning design standards for specific zones and uses for cannabis, cannabis related businesses, liquor stores, sexually oriented businesses, and predominantly tobacco and tobacco paraphernalia retail and processing related occupancies.

This amendment requires buildings in the B-2 Community Business District to have a minimum of 10% of the lineal ground floor of a building in windows. It will also allow windows or glass to be tinted or frosted. In addition, it will prohibit cannabis, hemp products, liquor, tobacco, or related paraphernalia to be visible through windows.

We will review each individual ordinance amendment and scenarios surrounding the need for the amendments. Please let me know if you have any questions, comments, or concerns.

Thank you!

A handwritten signature in black ink that reads "Megan Boeck". The signature is written in a cursive, flowing style. The first name "Megan" is written in a larger, more prominent script, and "Boeck" follows in a similar but slightly smaller script. The signature is positioned above the printed name.

Megan Boeck, City Planner

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE I, SECTION 50.0018

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article I – In General, Section 50.0018 – Accessory buildings, fences and site appurtenances, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0018. – Accessory buildings, fences and site appurtenances.

(a) Fences and walls.

- (1) No fence or wall shall be permitted which materially impedes vision across ~~a required~~ the front yard as defined in section 50.0002.
- (2) In residential zones, no fence shall be more than six (6) feet in height in any side yard or rear yard or more than three (3) feet in height in any front yard. A four (4) foot fence in the front yard will be permitted if such fence is over ninety (90) percent see through such as a welded wire or chain-link fence.
- (3) In commercial and industrial districts, fences greater than seven (7) feet in height are required to have a building permit.
- (4) Retaining walls over four (4) feet in height require a building permit.
- (5) Fences shall be required to meet the visibility sight triangle requirement of section 50.0013 (e) but no additional setback requirements apply.
- (6) All walls and fences shall be durable and kept in a condition so as not to become a nuisance. Drywall, cardboard, plywood and particle panels shall not be used as fencing materials. Standard fence materials shall include cedar fence posts and boards, treated wood fence posts and boards, PVC or vinyl fence posts and panels designed and manufactured for use as fence sections, aluminum fence posts and panels, wrought iron fence panels, steel fence panels designed and manufactured for use as fencing, chain link fencing with wood or tubular steel posts and frames and other materials as approved by the zoning administrator.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE III, DIVISION 8, SECTION 50.0402

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article III – Districts, Division 8 – B-2 Community Business District, Section 50.0402 Building design standards of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0402. – Building design standards.

(a) *Intent and application.*

- (1) It is the intent of the community to establish a series of attractive entrances along the main thoroughfares within the city. The purpose of these design standards is to establish a quality first impression to travelers on these corridors and to ensure minimum building design standards in order to protect neighboring investment.
- (2) These design standards apply to all new construction and to the expansion of existing buildings that are being expanded by more than fifty (50) percent of the building's existing gross floor area.

(b) *Materials, orientation, windows, roofs, and accessory structures.*

- (1) *Materials on vertical surfaces or building fascia.* All building vertical surfaces, including front, side, and rear shall have building finishes made of fire-resistant and low maintenance construction materials that may include: Face brick, architectural or decorative block or concrete, stone, stucco, aluminum, engineered siding products, or steel with ~~no limited~~ exposed fasteners. Steel with exposed fasteners may be allowed on building faces not substantially visible from a public street. Exposed fasteners may be allowed for no more than sixty (60) percent of any individual remaining building face that is visible from a public street. The color of materials shall be part of the manufacturing and construction process.
- (2) *Orientation.* For purposes of this section, the term "front of a building" means the lineal and vertical surface facing a public street. The front of the building shall have a clearly defined entrance and shall incorporate required windows and doors. If the building abuts more than one (1) street, the zoning official will determine what is the front for purposes of window placement.
- (3) *Required windows for uses excluding cannabis.* The front of the building shall have a minimum of ten (10) percent, but not less than ten (10) feet, of the lineal ground floor in windows. The bottom of these windows shall not be more than forty-eight (48) inches above the surrounding ground or sidewalk level and the required glass area shall extend vertically a minimum of five (5) feet. Not more than fifty (50) percent of

the window space may be covered with external or internal signs, including temporary signs as specified in Sec. 50.0846 (a) (2).

(4) Required windows for cannabis uses. All windows are required to be frosted or glazed and there shall be no cannabis related product visible through any window. Windows shall not be used for any signage including decals.

~~(4)~~ (5) Rooftop equipment. The roof design shall provide screening of rooftop equipment as seen from any public street, alley or residential zoning district.

~~(5)~~ (6) Ground equipment. The site design shall provide for screening of ground mounted equipment, exterior duct work and like equipment. Individual exterior units can be exempted if it meets the intent of the district design standards as determined by the Zoning Official.

~~(6)~~ (7) Trash. Exterior trash enclosures are required and shall be designed with materials similar to materials used on the principal building. Trash enclosures shall be adequate in height to screen trash containers and materials but shall not be less than six (6) feet in height.

~~(7)~~ (8) Accessory buildings. Accessory buildings shall be designed with materials similar to the materials used on the principal building.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE IV, SECTION 50.0842

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50, Article IV – Signs, Section 50.0842, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0842. – Definitions.

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

Abandoned sign means any sign and/or its supporting sign structure which remains without a message or whole display surface remains blank for a period of one (1) year or more, or any sign which pertains to a time, event or purpose which no longer applies, shall be deemed to have been abandoned.

Alteration means any change to a sign excluding routine maintenance, painting, or change of copy of an existing sign.

Area identification sign means a sign which identifies a development, such as the name of a neighborhood, a residential subdivision, a multiple residential complex consisting of three (3) or more residential buildings, a shopping center consisting of three (3) or more separate business concerns, a singular freestanding commercial building fifty thousand (50,000) square feet or larger, an industrial building in excess of one hundred thousand (100,000) square feet, an industrial area, an office complex consisting of three (3) or more buildings or any combination of the above.

Awning means a roof-like cover, often of fabric, plastic, metal or glass designed and intended for protection from the weather or as a decorative embellishment and which projects from a wall or roof of a structure primarily over a window, walk or the like. Any part of an awning which also projects over a door shall be counted as an awning.

Awning sign means a building sign or graphic printed on or in some fashion attached directly to the awning material.

Banner sign means a temporary sign composed of lightweight material ground-mounted or secured on a building or other structure.

Billboard. See definition for off-premise sign.

Bench sign means a sign affixed to or painted on a bench, such as at a public transit stop or a public park.

Building façade means that area of an exterior of a building extending from grade to the top of the exterior wall and the entire width of the building elevation.

Cabinet sign means any wall sign that is not of channel or individual mounted letter construction.

Canopy/vehicular service means a permanent roof-like structure, either attached or detached from a permitted building, designed to provide cover for off-street vehicle service areas, (such as gasoline station pump islands, drive-in establishments, truck loading berths, etc.).

Class I restaurant means a traditional restaurant where food is served by a waitstaff or waited to a customer and consumed while seated at a counter or table. Food is usually served on non-disposable containers.

Class II restaurant means fast food restaurants in which a majority of the customers are served food at a counter and take it to a table to eat or may take food outside to consume in a vehicle or off the premises.

Commercial speech means advertising a business, profession, commodity or service.

Directional sign means a sign providing directional information about the use or uses within the site where the sign is located.

Dissolve means a mode of message transition on an electronic message sign accomplished by varying the light intensity or pattern, where the first message gradually appears to dissipate and lose legibility simultaneously with the gradual appearance and legibility of the second message.

Double-faced sign means for the purpose of sign area, a double-faced sign shall be considered one (1) sign. If the sign copy is the same on both sides, the sign area shall be one (1) side. If the sign copy is different on both sides, each side will be calculated separately.

Dynamic display off-premise sign means an off-premise sign or a portion thereof that displays static or dynamic text, images, graphics, or pictures where the message change sequence is accomplished by any method other than physically or mechanically removing and replacing the sign face or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the billboard. This includes a display that incorporated a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes but is not limited to any display that incorporates light bulb, fiber optics, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of text, images or displays.

Electronic messaging sign means signs, displays, devices or portions thereof with lighted messages that change at intermittent intervals by electronic variable message center or display video sign. Only for on premise content use. Electronic message signs are not identified as flashing or motion signs.

Elevation means the view of the side, front or rear of a given structure.

Event means an organized function that serves to advertise and/or promote the individual business or business's property.

Fade means a mode or message transition on an electric message sign accomplished by varying the light intensity, where the first message gradually reduces intensity to the point of not being legible and the subsequent message gradually increases intensity to the point of legibility.

Flag or feather sign means any fabric or similar lightweight material attached at one (1) end of the material usually to a staff or pole, as to allow movement of the material, usually mounted into the ground or staff holder.

Flashing sign means a directly or indirectly illuminated sign that exhibits rotating, flashing or intermittent lights, animation or exhibits noticeable changes in color, intensity, texture, shape pattern, or light intensity. A flashing sign shall not include an electronic message sign provided the sign complies with Sec. 50.0844.

Freestanding sign means any sign that has supporting framework that is placed on or anchored in the ground and that is independent from any building or other structure.

Human sign means a sign held by or attached to a person for the purpose of advertising or otherwise drawing attention to a business, commodity, service or product. This also includes a person dressed in a costume for the purpose of advertising or drawing attention to a business, commodity, service or product.

Nameplate sign means a sign bearing the name or address or both of the business or the occupant of the building on which it is located.

Illuminated sign means any sign designed to be and/or is lighted by an artificial light source either directed upon it or illuminated from an interior source. All illuminated signs shall have light sources shielded to confine direct illumination to the face area of the sign.

Inflatable sign means any object enlarges or inflated that floats, is tethered in the air, is activated by air or moving gas, or is located on the ground or on a building with or without copy or other graphics. These signs include large single displays or a display of smaller inflatable items, such as balloons, connected in some fashion to create a larger display for the purpose of attracting attention.

Monument sign means any sign supported by a base that is equal to or greater in width than the sign cabinet the base is intended to support/display. The base of the monument sign shall be constructed using similar exterior materials as the building(s) to which the sign corresponds or an approved alternative high-quality material (e. g., stone veneer). Monument signs may also consist of painted text or channel letters mounted on a freestanding seating wall or retaining wall where the total height of the structure meets the limitation of this code.

Motion sign means any sign that revolves, rotates, has any moving parts or gives the illusion of motion, electronically or otherwise. A motion sign shall not include an electronic message sign provided the sign complies with sections 50.0843 and 50.0844.

Multiple-tenant site means any site which has more than one (1) tenant, and each tenant has a separate ground level exterior public entrance.

Nonconforming sign means a sign lawfully constructed prior to the time of the passage of the ordinance from which this section is derived, or amendment thereto, but which does not conform to the regulations of this chapter.

Noncommercial speech means the dissemination of messages not classified as commercial speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, governmental and information topics.

Off-premise sign means a commercial speech sign which directs attention of the public to a business, activity conducted, or product sold or offered at a location not on the same lot on which such sign is located.

Pennant means attention-getting devices, such as streamers or stringers, constructed of paper, cloth plastic or similar materials (excluding banners and flags).

Permanent sign means any sign that is not a temporary sign.

Portable sign means a temporary sign and/or reader board so designed as to be movable from one (1) location to another which is not attached to the ground or any permanent structure.

Projecting sign means a sign, other than a wall sign, which is affixed to a building and which has sign faces extending perpendicular from the building wall.

Reader board sign means that a portion of a sign with changeable copy or a message not to exceed forty (40) percent of the allowable sign area except electronic message signs.

Real estate sign means a temporary sign located on a lot for the purpose of announcing a sale, lease, or rental of such lot or a building or structure located thereon.

Roof sign means any sign that is erected, constructed or attached wholly or in part upon or above the roof of a building.

Rotating sign means a sign revolving or rotating on its axis by mechanical means.

Sandwich board means a two-sided temporary sign constructed to form an “A” or tent-like shape.

Search light means an apparatus containing a source of light and a reflector that projects the light produced in a concentrated, far-reaching beam for the purpose of advertisement.

Setback, front means the minimum horizontal distance permitted between the public right-of-way and a structure on the premises. In instances in which a property fronts on more than one (1) street, front setbacks are required on all street frontages.

Setback, rear means the minimum horizontal distance permitted between the side lot line and a structure on the premises.

Sign means any structure, device, advertisement, or visual representation intended to advertise, identify, or communicate information, or attract the attention of the public for any purpose; and without prejudice to the generality of the foregoing includes: any symbols, letters, figures, illustrations, or wall graphics painted or otherwise affixed to a building, structure, vehicle, container, trailer, or landscape feature.

Sign area means the size of the sign face, or, where there is no sign face, the actual display of letters, symbols, insignias, figures or other media representing a message or communication, the area of which is determined by blocking the media area into a parallelogram and measuring the sides to calculate the square footage.

Sign, maximum height of, means the vertical distance measured from grade or other reference elevation as herein specified to the upper limit of a sign.

Sign structure means the base, supports, uprights, bracing and framework for a sign including the sign area.

Street frontage means the linear length in feet of the property line adjacent to public streets.

Swinging sign means any sign designed to be swayed, rocked, or so moved by wind or other natural phenomenon.

Temporary sign means a non-permanent sign that is located on private property.

Traffic control sign means any sign erected by a governmental unit for the purpose of directing or regulating vehicular and pedestrian traffic.

Transition means a visual effect used on an electronic message sign or dynamic sign to change from one (1) message to another.

Unlawful sign (nonconforming sign) means a sign existing prior to or after the passage of the ordinance from which this section is derived, or amendments thereto, which does not conform with the regulations of this chapter and is not an existing legal sign, or is not a legal nonconforming sign, or is not a sign erected with a sign permit.

Wall means the building façade area that defines the front of the building. The front is a continuous line of a building that connects side wall to side wall and faces one (1) public right-of-way.

Wall graphics means a graphic design or a decorative mural not intended for identification or advertising purposes, which is painted directly on or affixed to an exterior wall surface.

Wall sign means a sign with permanent lettering that is affixed to the exterior wall of a building and has a sign face that is parallel to the building wall. A wall sign shall not project more than twelve (12) inches from the surface to which it is attached, nor shall it extend more than eighteen (18) inches beyond the top of the building, eave, or parapet.

Window sign means a temporary sign affixed to the interior of a window in view of the general public.

Yard sign means a small, often rectangular sign that is placed on a lawn. These signs are commonly made of corrugated plastic or cardstock and one (1) or two (2) wires or stakes to mount on the ground. They are typically placed in high-visibility locations such as along busy roads or at intersections, to attract the attention of passing drivers and pedestrians.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE IV, SECTION 50.0843

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50, Article IV – Signs, Section 50.0843, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0843. – Administration and enforcement.

- (a) *Permit requirements.* No sign shall be erected, altered or relocated without a permit issued by the city. The content of the message or speech displayed on the sign shall not be considered in determining whether to approve or deny a sign permit. Any sign involving electrical components shall bear an Underwriters Laboratories, Inc., seal of inspection.
- (b) *Applications.*
 - (1) The permit application shall be signed by the applicant. When the applicant is any person other than the owner of the property, it shall also be signed by the owner of the property. The application shall contain the following information:
 - a. The name, address and telephone number of the property, it shall also be signed by the owner of the property and sign hanger.
 - b. The location of the sign or structure.
 - c. A scaled drawing showing position of the sign or advertising structure in relation to the nearest building, structure, public streets, rights-of-way and property lines.
 - d. Two (2) colored renderings of the plans and specifications and method of construction or attachment to the building or in the ground including all dimensions, showing all light sources, wattage, type and color of lights, and details of any light shields or shades.
 - e. If required by the city, a copy of street sheets and calculations showing the structures as designed for dead load and wind velocity in the amount required by this chapter and all other ordinances of the city will be furnished.

- (2) The city shall approve or deny the sign permit in an expedited manner or no more than thirty (30) days from the receipt of the completed application, including the applicable fee.
 - (3) A sign permit shall become null and void if the work for which the permit was issued has not been completed within a period of six (6) months after the date of the permit. Such permit may be renewed and the renewal fee shall be set forth in the city fee schedule.
- (c) *Exemptions.* The following signs shall not require a permit. These exemptions shall not be construed as relieving the owner of the sign from responsibility of its erection and maintenance, and its compliance with the provisions of this ordinance.
- (1) In residential zones (R-1, R-2, R-3, R-P and PD and DCD with residential uses), one (1) yard sign, one (1) flag, or one (1) feather sign.
 - (2) Election signs. In an election year, all noncommercial signs of any size may be posted in any number from sixty (60) days prior to ten (10) days after any federal, state, or local election. These signs shall be confined within private property.
 - (3) Address signs.
 - (4) The changing of the advertising copy or message on an approved painted or printed sign and similar approved signs which are specifically designed for the use of replaceable copy does not require a new sign permit.
 - (5) Painting, repainting, cleaning or other normal maintenance and repair of a sign or a sign structure unless a structural change is made does not require a sign permit.
 - (6) Banner signs advertising products or services as regulated in this ordinance.
 - (7) Flag, feather, or yard signs as regulated in this ordinance.
 - (8) Directional signs less than six (6) square feet.
 - (9) Window signs.
 - (10) Real estate signs.
- (d) *Fees.*
- (1) All sign permit fees shall be established annually as set forth in the City of Albert Lea Adopted Fee Schedule.
- (e) *Licenses and bonds.*

- (1) No person, firm and corporation shall engage in the business of erecting, handing or installing signs under this chapter unless licensed to do so by the city. A sign hanger license may be granted after written application to the City Clerk accompanied by a license fee as set forth in the City of Albert Lea Adopted Fee Schedule. The license shall be granted for a calendar year and shall expire at the conclusion of business on June 30th of the license year. The license fee shall not be prorated.
- (2) No license shall take effect until the licensee files with the City Clerk a certificate of public liability insurance for coverage concurrent with the license term and with the currently required limits. The city shall be named as an additional insured. Said certificate must state the city will be given a ten-day notice before cancellation of said insurance.

(f) *Violation and fines.*

- (1) If the city finds any sign in violation of the terms of this chapter, a written notice shall be issued to the owner, and/or possessor (tenant in possession, operator or manager of the premises on which the sign is located), specifying the violation and timing for removal of the violation.
- (2) After the expiration of the time period specified by written notice, if the violation is not corrected or discontinued, the owner and/or possessor of said property shall be guilty of a misdemeanor and each day of violation after the initial time period as specified by written notice shall constitute a separate offense.
- (3) Permanent signs constructed without first securing a city sign permit are subject to a misdemeanor violation as allowed by State Statute.
- (4) The city may cause any sign erected in the right-of-way not in conformance with this chapter to be removed summarily and without notice.

(g) *Abandoned signs.*

- (1) A sign shall be removed by the owner or lessee of the premises upon which the sign is located when the business that it identifies is no longer conducted on the premises. If the owner or lessee fails to remove the sign within one year, the city shall remove it in accordance with this section.
- (2) These removal provisions shall not apply where succeeding owner or lessee conducts the same type of business and agrees to maintain the signs as provided in this chapter or changes copy on the signs to advertise the type of business being conducted on the premises and provided the signs comply with the other provisions of this chapter.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE VI, SECTION 50.0846

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article IV – Signs, Section 50.0846, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0846 – Commercial Districts (B-1, B-2, B-3, IDD, PD and DCD with commercial uses).

The following subsections concern signs in commercial districts and said signs are regulated according to the requirements set forth below:

(a) General provisions for commercial districts.

- (1) Signs may not be located closer than fifteen (15) feet of any property line that abuts any residential district.
- (2) Nonilluminated and illuminated window signs placed within a building and not exceeding twenty-five (25) percent of the window in sign area shall be permitted. Coverage of up to an additional twenty-five (25) percent (fifty (50) percent total) shall be allowed if the additional twenty-five (25) percent is translucent or perforated to allow for light or vision in both directions.
- (3) An illuminated window sign must be limited to luminaires having a rated initial luminaire lumen output of five hundred twenty-five (525) lumens or less which do not allow light trespass past the boundaries of the property on which it is located.
- (4) A product identification sign may be integrated into a permitted monument or wall sign and shall be included as part of the maximum allowable sign area. Product identification sign shall not exceed fifteen (15) percent of the maximum allowable sign area.
- (5) Signs may be attached to a canopy or marquee, but the canopy or marquee shall not be considered as part of the wall area and this not warrant additional sign area.
- (6) A temporary banner sign or conventional sign structure pertaining to the lease or sale of a building or property shall be permitted. Such sign shall not be illuminated, ~~and~~ shall not exceed thirty-two (32) square feet in area, or be more than eight (8) feet in height.

- (7) Vehicular service canopy signs shall be limited to a business logo and/or graphic design not to exceed fifteen (15) percent of each canopy face area or ten (10) square feet on each canopy face, whichever is smaller. Service station canopy signs shall be restricted to two (2) faces of the canopy and shall not be located above or below the canopy area.
- (8) Service stations may advertise gasoline prices on reader boards attached to a permitted freestanding sign and included in the total square footage of the allowable signage for an entire site.
- (9) Banner signs advertising products or services shall be limited to ten (10) percent of any building face and up to sixteen (16) square feet per banner. Banner sign square footage shall be included in the maximum wall signage allowed on any building face. In no case shall more than four (4) banner signs be placed on any one (1) building face. In B-3 and DCD districts banners are limited to two (2) per property. Banners shall be securely mounted and be free of damage or excessive weathering. Banner signs advertising special business events shall be limited to sixty (60) days per event and shall have a thirty-day period between banners for the same or like event. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- (10) Wall or banner signs shall not be permitted on any building wall facing an abutting residential property or properties, unless separated by a city street or highway right-of-way.
- (11) One (1) sandwich board sign is permitted per site or per tenant for multitenant sites and will not require permitting but are subject to the following:
- a. Sandwich board signs may be no larger than three (3) feet in width and four (4) feet in height and no materials, including but not limited to, balloons, streamers, and windsocks, may be added to the sign to increase its height or width. Sandwich board signs may not contain electrical components or be lit.
 - b. Sandwich board signs must be placed on private property within twenty (20) feet of the main entrance to the business being advertised.
 - c. Sandwich board signs shall be located as to maintain a minimum four (4) foot pedestrian walkway and so as not to obstruct vehicular traffic.
 - d. Sandwich board signs may be used only during the hours when the business is open to the public.
 - e. Sandwich board signs may only be placed on sidewalks that have been cleared of snow and/or other debris.

- (12) Each lot may fly a maximum of three (3) noncommercial speech flags and one (1) commercial speech flag on flag poles. Flag poles that are permanently mounted in the ground or mounted on a building may not exceed seventy-five (75) feet in height.

Exception: B-3 and DCD are limited to twenty-five (25) feet if space is available within the property boundary. There shall be a maximum height limitation one thousand four hundred (1,400) feet MSL in any district.

- (13) One (1) freestanding sign, no more than two hundred (200) square feet in area and fifty (50) feet in height may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

- a. Freestanding signs are prohibited in the B-3 district.
- b. In B-1 and DCD districts, freestanding signs are limited to fifty (50) square feet in area and twenty-five (25) feet in height.

- (b) *B-1, B-2, B-4, IDD, and PD with Commercial Uses.* Each individual lot may have two (2) individual flag, feather, or yard signs as defined in Sec. 50.0842. One (1) more additional can be added for each additional ~~fifty (50)~~ one hundred (100) feet lot frontage over ~~fifty (50)~~ one hundred (100) feet of width. In no case shall there be more than ~~six (6)~~ five (5) flag, feather, or yard signs per individual or adjacent properties under common ownership. Signs shall not be within public right of way. Maximum height of eight (8) feet of flag or feather, and not more than eleven (11) feet from ground to uppermost point of material or structure. Yard signs limited to maximum of six (6) square feet and three (3) feet in height above ground.

- (c) *Single-tenant commercial sites.* On commercial property used exclusively for one (1) tenant, only signs stipulated below or in Sec. 50.0846 may be erected.

- (1) Buildings less than fifty thousand (50,000) square feet:

- a. One (1) ~~freestanding~~ monument sign not exceeding twenty (20) feet in height and eighty (80) square feet in area with a minimum ten-foot setback.
 1. The sign shall not contain an electronic message sign.
- b. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any ~~other freestanding or~~ monument sign on the same site.
- c. ~~One (1)~~ Two (2) wall signs per public street frontage not to exceed ~~two (2)~~ three (3) wall signs (should two public street frontages exist). Wall signs shall not exceed fifteen (15) percent of the front building wall

façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed one hundred (100) square feet in area. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.

(2) Buildings between fifty thousand (50,000) square feet and one hundred thousand (100,000) square feet:

- a. One (1) ~~freestanding~~ monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet with a minimum ten-foot setback. Must be a minimum of one hundred (100) feet from any other freestanding or monument sign. The sign shall not contain an electronic message sign.
- b. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred fifty (250) square feet may be allowed on each site and be a minimum of one hundred (100) feet from any ~~other freestanding or~~ monument sign on the same site.
- c. ~~One (1)~~ Two (2) wall signs per public street frontage not to exceed ~~two (2)~~ three (3) wall signs (should two public street frontages exist). Wall signs shall not exceed fifteen (15) percent of the front building wall façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed one hundred (100) square feet in area. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.

(d) *Multitenant commercial sites*. On multitenant commercial sites, only signs as stipulated below or in Sec. 50.0844 may be erected.

(1) Buildings less than fifty thousand (50,000) square feet:

- a. An area identification sign stating the name of the center and major tenants shall be allowed. The maximum allowable sign area for monument signs shall be as follows:
 1. One (1) monument sign not exceeding twenty (20) feet in height and eighty (80) square feet in area.
 2. If the center has frontage on more than one (1) arterial road, business district road or higher land use classifications, one (1) monument sign is allowed at each frontage. Total aggregate area of secondary frontage monument signage shall not exceed ten (10) square feet.

- b. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet may be allowed on each tenant site and be a minimum of one hundred (100) feet from any other freestanding or monument signs.
- c. End-cap tenants may have wall signs on three (3) building elevations. No wall signs shall be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed eighty (80) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- d. Internal tenants may have wall signs on two (2) building elevations. Wall signs shall not be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~eighty (80)~~ one hundred (100) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
 - 1. The wall signs shall be designed and arranged in accordance with a comprehensive sign plan for the entire multitenant commercial building which has been prepared and submitted to the city by the owner and which has been approved by the city.

(2) Buildings greater than fifty thousand (50,000) square feet:

- a. An area identification sign stating the name of the center and major tenants shall be allowed. The maximum allowable sign area for monument signs shall be as follows:
 - 1. One (1) monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet in area.
 - 2. If the center has frontage on more than one (1) arterial road, business district road or higher land use classifications, one (1) monument sign may be allowed and erected at each frontage. Total aggregate area of monument signage shall not exceed two hundred (200) square feet in area.
- b. One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred fifty (250) square feet may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

- c. End-cap tenants may have wall signs on three (3) building elevations. No wall signs shall be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~eighty (80)~~ one hundred (100) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- d. Internal tenants may have wall signs two building elevations. Wall signs shall not be attached to building elevations adjacent to residential property. Wall signs shall not exceed fifteen (15) percent of the front façade and five (5) percent of any other façade to which it is attached. In no case shall a wall sign exceed ~~eighty (80)~~ one hundred (100) square feet. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
 - 1. The wall signs shall be designed and arranged in accordance with a comprehensive sign plan for the entire multitenant commercial building which has been prepared and submitted to the city by the owner and which has been approved by the city.

(e) Awning, canopy and projecting signs allowed in B-2, B-4, I-1, I-2, I-3, IDD and PD with commercial or industrial uses.

(1) Maximum sign area.

- a. Single-story buildings. The maximum total aggregate sign area, including wall signs, for each building face shall not exceed twenty (20) percent.
- b. Multistory buildings. The maximum total wall sign area for each building face shall not exceed twenty (20) percent of the first-floor level building face.
- c. Aggregate sign area includes both faces of double-sided signage.

(2) Maximum height.

- a. Shall not extend above the roof.

(3) Special provisions.

- a. Permitted for each building face abutting on or facing a public street, alley, or public parking area.

- b. Multistory buildings may also have one (1) identification sign for each wall facing or abutting on a public street or parking area.
- c. Shall not extend into the public right-of-way or over a property line.
- d. Projecting signs shall not project more than four (4) feet from the building façade. These signs shall be at least eight (8) feet above the grade. Maximum allowed projecting sign size is twenty (20) square feet.

(f) *Awning, canopy and projecting signs allowed in B-3 and DCD.*

(1) Maximum sign area.

- a. Twelve (12) square feet total area per sign face (unless otherwise stated herein or approved through Certificate of Appropriateness in the historic district and a variance)

(2) Maximum height.

- a. Second story of building (unless otherwise stated herein)

(3) Special provisions.

- a. No more than fifteen (15) percent of any single wall of the building may be covered by signs of any type including awning, canopy, projecting or wall signs. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- b. A projecting sign may have two (2) faces and must project at right angles from the building façade or, if projecting from a corner, at one hundred thirty-five (135) degrees from each face of the building. A corner shall be considered the corner of a building on an intersection of two (2) public rights-of-way. The sign shall not be more than four (4) feet long from the bottom to the top (unless located on a corner of a building, then it may be up to six (6) feet long).
- c. A corner projecting sign up to eighteen (18) square feet is permitted.
- d. Awning, canopy and projecting signs shall not project more than four (4) feet from the building façade. These signs shall be at least eight (8) feet above the grade.
- e. Vacant buildings in the Historical Preservation District may have one hundred (100) percent coverage on the interior of windows. Acceptable signage is City approved artwork, public service announcements and

events, and advertising from other Historical Preservation District businesses.

- f. All signs must be installed in accordance with the International Building Code and, if located in the National Commercial Historic District, obtain a Certificate of Appropriateness from the Historic Preservation Commission or appropriate staff prior to submittal for a sign permit.

- (g) Any state of Minnesota licensed cannabis business of any type is limited to two (2) signs total on the property. Signs may consist of one (1) wall sign and one (1) freestanding sign, or both may be wall signs. No other types of signs are allowed. Each individual sign face is limited to twenty-four (24) square feet. Total square footage of all sign faces shall not exceed thirty-two (32) square feet. Freestanding signs shall not exceed twenty (20) feet in height. Signs may be lighted by downcast, night sky compliant lights. No internally lighted signs shall be allowed. (Minn. Stats. § 342.64 subd. 2)

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE VI, SECTION 50.0847

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article IV – Signs, Section 50.0847, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0847. – Industrial Districts (I-1, I-2, I-3, and PD with industrial uses).

The following subsections concern signs in the I-1 and I-2 Industrial Districts and industrial designed land in planned unit developments. Said signs are regulated according to the requirements set forth below:

(a) General provisions for industrial districts.

- (1) Signs shall not be located within ten (10) feet of a ~~front~~, side or rear property line.
- (2) A product identification sign may be integrated into a permitted monument or wall sign and shall be included as part of the maximum allowable sign area. Product identification sign are shall not exceed fifteen (15) percent of a maximum allowable sign area.
- (3) A temporary banner or conventional sign structure pertaining to the lease or sale of a building or property. Such sign shall not be illuminated, ~~and~~ shall not exceed thirty-two (32) square feet in area, or be no more than eight (8) feet in height.
- (4) A double-faced sign shall be considered one (1) sign.
- (5) One (1) freestanding sign not exceeding fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any ~~other freestanding or~~ monument sign on the same site.
- (6) One (1) monument sign not exceeding twenty (20) feet in height and one hundred (100) square feet in area and be a minimum of one hundred (100) feet from any other freestanding or monument sign.
- (7) Each individual lot may have two (2) individual flag, feather, or yard signs as defined in Sec. 50.0842. One (1) additional may be added for each additional ~~fifty (50) feet~~ one hundred (100) feet of lot frontage over ~~fifty (50) one hundred (100)~~

feet of width. In no case shall there be more than ~~six (6)~~ five (5) per individual or adjacent properties under common ownership.

- (8) Signs shall not be within public right of way, maximum height of eight (8) feet of flag or feather, and not more than eleven (11) feet from ground to uppermost point of material or structure. Yard signs are limited to a maximum of six (6) square feet and three (3) feet in height above ground.
- (9) Banner signs advertising products or services shall be limited to ten (10) percent of any building face and to sixteen (16) square feet per banner. Banner sign square footage shall be included in the maximum wall signage allowed on any building face. In no case shall more than four (4) banner signs be placed on any one (1) building face. Banners shall be securely mounted and be free of damage or excessive weathering. Banner signs advertising special business events shall be limited to sixty (60) days per event and shall have a thirty-day period between banners for the same or like event. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- (10) Each lot may fly a maximum of three (3) noncommercial speech flags and one (1) commercial speech flag. Flagpoles that are permanently mounted in the ground or mounted on a building may not exceed seventy-five (75) feet in height. There shall be a maximum height limitation of one thousand four hundred (1,400) feet MSL in any district.

(b) Allowable signage.

- (1) *Single-tenant building.* On industrial property used exclusively for one (1) tenant only, signs as stipulated below or in Sec. 50.0844 may be erected.
 - a. One (1) monument sign not exceeding fifteen (15) feet in height and eighty (80) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.
 - b. ~~One (1)~~ Two (2) wall signs attached to only one (1) wall not to exceed fifteen (15) percent of the building façade or one hundred (100) square feet for each sign, whichever is less. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
 - c. One (1) freestanding sign not to exceed fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each site and be a minimum of one hundred (100) feet from any other freestanding or monument sign.

(2) *Multitenant building.* On industrial property used for multitenant, only signs as stipulated below or in Sec. 50.0844 may be erected.

- a. One (1) monument sign twenty (20) feet in height and ~~eighty (80) one~~ hundred (100) square feet in area.
- b. Individual tenants may have wall signs provided they are designed and arranged in accordance with the comprehensive sign plan for the entire multitenant building which has been prepared and submitted to the city by the owner and which has been approved by the city; further, the aggregate area of such signs shall not exceed fifteen (15) percent of the area of the wall to which they are attached or eighty (80) square feet, whichever is less. Single wall area is based on first floor square footage only. Second floor area is not used to calculate any signage allowable area.
- c. One (1) freestanding sign not to exceed fifty (50) feet in height and two hundred (200) square feet in area may be allowed on each tenant site and be a minimum of one hundred (100) feet from any other freestanding ~~for~~ monument sign.

(c) Projecting signs.

(1) *Single-story buildings.*

- a. The maximum total aggregate sign area, including wall signs, for each building face shall not exceed twenty (20) percent.

(2) *Multistory buildings.*

- a. The maximum total wall sign area for each building face shall not exceed fifteen (15) percent of the first-floor level building face.
- b. Aggregate sign area includes both faces of double-sided signage.
- c. Maximum height: Sign shall not extend above the roof.

(3) *Special provisions.*

- a. Permitted for each building face abutting on or facing a public street, alley, or public parking area.
- b. A minimum distance of eight (8) feet between sidewalk and the bottom of the sign is required.
- c. Multistory buildings may also have one (1) identification sign for each wall facing or abutting on a public street or parking area.

d. Shall not extend into the public right-of-way or over a property line.

e. Projecting signs limited to a maximum of twenty (20) square feet.

(d) Any state of Minnesota licensed cannabis business of any type is limited to two (2) signs total on the property. Signs may consist of one (1) wall sign and one (1) freestanding sign, or both may be wall signs. No other types of signs are allowed. Each individual sign face is limited to twenty-four (24) square feet. Total square footage of all sign faces shall not exceed thirty-two (32) square feet. Freestanding signs shall not exceed twenty (20) feet in height. Signs may be lighted by downcast, night sky compliant lights. No internally lighted signs shall be allowed. (Minn. Stats. § 342.64 subd. 2)

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council

ORDINANCE NO. 25-

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE VI, SECTION 50.0938

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

SECTION 1. Chapter 50 – Zoning, Article VI – Performance, locational and site development standards, Section 50.0938, of the Code of Ordinance of the City of Albert Lea, Minnesota is hereby amended to read as follows:

Sec. 50.0938 – Zoning design standards for specific zones and uses for cannabis, cannabis related businesses, liquor stores, sexually oriented businesses, and predominantly tobacco and tobacco paraphernalia retail and processing related occupancies.

(a) Intent and application.

- (1) It is the intent of the community to set restrictions limiting the visibility of cannabis from the exterior of cannabis establishments meant to ensure minors are not enticed by cannabis, hemp, and their accessories, tobacco and tobacco paraphernalia, or sexually oriented businesses. The purpose of these design standards is to establish a quality impression and to ensure minimum building design standards in order to protect neighboring investment.
- (2) These design standards apply to all new construction, conversion of existing structures to these uses, and to any expansion of existing buildings.
- (3) Exception: Conversions of existing structures to the above uses shall be exempt from subsection (b) (1).

(b) Materials, orientation, windows, roofs, and accessory structures.

- (1) Materials on vertical surfaces or building fascia. All building vertical surfaces, including front, side, and rear, shall have building finishes made of fire-resistant and low maintenance construction materials that may include: face brick, architectural or decorative block or concrete, stone, stucco, aluminum, or steel without exposed fasteners, and other materials that enrich the impression and appearance of the community. The color of materials shall be part of the manufacturing and construction process.
- (2) Orientation. For purposes of this section, the term “front of a building” means the lineal and vertical surface facing a public street. The front of the building shall have a clearly defined entrance and shall incorporate required windows and

doors. If the building abuts more than one (1) street, the zoning official will determine what is the front for purposes of window placement.

~~(3)~~ (3) Windows. In the B-2 Community Business District, the front of the building shall have a minimum of ten (10) percent, but no less than ten (10) feet, of the lineal ground floor in windows. The bottom of these windows shall not be more than forty-eight (48) inches above the surrounding ground or sidewalk level and the required glass area shall extend vertically a minimum of five (5) feet. Window or glass space shall not be used for signage. Window or glass space may be tinted or frosted. Cannabis or hemp products, liquor, tobacco or related paraphernalia shall not be visible through such windows or glass space.

~~(3)-(4)~~ (4) Windows. In districts other than B-2 Community Business District, the front of the building shall have a maximum of ten (10) percent of the lineal ground floor in see-through windows. Window or glass space shall not be used for signage, but may be tinted or frosted. Cannabis or hemp products, liquor, tobacco, or related paraphernalia shall not be visible through such windows or glass space.

Exception: Sexually oriented businesses shall be no see-through windows; all windows shall be one hundred (100) percent frosted or tinted and not allowed to be used for signage.

~~(4)~~ (5) Rooftop equipment. The roof design shall provide screening of rooftop equipment as seen from any public street, alley, or residential zoning district.

~~(5)~~ (6) Ground equipment. The site design shall provide for screening of ground mounted equipment, exterior ductwork, and like equipment. Individual exterior units can be exempted if it meets the intent of the district design standards as determined by the zoning official.

~~(6)~~ (7) Trash. Exterior trash enclosures are required and shall be designed with materials similar to materials used on the principal building. Trash enclosures shall be adequate in height to screen trash containers and materials but shall not be less than six (6) feet in height.

~~(7)~~ (8) Given the noxious smells and potential dangers related to the storage, cultivation, processing, and consumption of cannabis, no cannabis business shall:

- a. Share the same air space with other occupancies.
- b. Have residential occupancy in the same building.
- c. Must have secure storage facility.
- d. Must be solely a cannabis related business.

~~(8)~~ (9) All design standards noted in specific zone standards shall also apply.

~~(9)~~ (10) Night sky compliant structures and general exterior site lighting. All sites may be lighted to provide safety, utility, security, productivity, and enjoyment of a property after dark. Any such lighting shall minimize adverse offsite impacts such as light trespass, obtrusive glare, and effects of light pollution. All lights shall be directed toward the site and away from the public right-of-way, adjacent properties, and residential districts with fully shielded cut off luminaires. Transparent or translucent structures shall not be interiorly lit during nighttime conditions.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time on the ____ day of _____, 2025

Mayor Rich Murray

Filed and attested on the ____ day of _____, 2025

Secretary of the Council