

The below information was taken from the City of Baxter's Ordinance 2017-005. This information is provided as a general guide to assist business owners and property owners in understanding the regulations governing temporary signage. For additional information, specific questions, and/or to obtain a temporary sign permit please contact the City of Baxter directly at 218-454-5103.

10-5-1: SIGNS:

13. Temporary Signs:

- A. **Size; Quantity:** There shall be no more than one temporary sign on any lot, and such sign shall not exceed thirty two (32) square feet in size or 10 percent of the tenant wall area to which the sign is attached for commercial districts and sixteen (16) square feet for residential districts.
- B. **Duration:** Temporary signs shall require a permit that can only be renewed three (3) times annually for a total of ninety (90) days. The duration of a temporary sign permit shall not exceed thirty (30) days except as described in this section. The zoning administrator may document the duration of any temporary sign and require its removal if it is displayed for more than its permitted duration unless it meets all standards for permanent signs. For the purposes of this subsection D13, the zoning administrator can ignore intermittent removal of said temporary signs if the clear intent of the owner is to display this sign for more than the permitted duration.
- C. **Multi-Tenant Buildings:** For multi-tenant buildings with four (4) or more lease spaces, each tenant may be allowed one such sign for up to thirty (30) days per calendar year. Any such temporary signage shall be the responsibility of the property owner or designated manager who shall endorse in writing, all applications for sign permits. The owner or manager of the sign and the property owner shall be equally responsible for the proper location, maintenance and removal of the sign.
- D. **Temporary Signs:** Although this subsection D13 allows only one temporary sign on any lot, one may apply for one additional temporary sign not exceeding thirty two (32) square feet which promotes a local fundraiser or activity benefiting any nonprofit group. To qualify for the application, the sign must not be displayed until sixty (60) days prior to the first day of the event; the event must last no longer than one week and the applicant must promise to remove said sign within one week of the last day of said fundraiser. In addition, the applicant must provide written evidence that it has been acknowledged by the Minnesota secretary of state as a valid nonprofit entity. If said conditions are met, a sign permit will be granted as long as the proposed sign's placement or design does not significantly affect traffic flow or safety as determined by the zoning administrator.

- E. Temporary Signs or Temporary Banners For New And Opening Establishments:
An establishment that is opening to the public for the first time or which is reopening after having been closed to the public for fifteen (15) consecutive calendar days or more and which has received all required permits and approvals, may display a temporary sign or temporary banner in accordance with the following requirements:
- (1) One temporary freestanding sign or banner shall be allowed per lease space. A freestanding temporary sign shall not exceed 32 square feet. A temporary banner shall not exceed 10 percent of the tenant wall area to which the signage is attached.
 - (2) Such temporary signs or temporary banners shall be removed no later than thirty (30) days after placement.