

Bemidji Twp
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Bemidji MN
56601

OFFICE OF COUNTY RECORDER
COUNTY OF BELTRAMI, MINNESOTA
THIS IS TO CERTIFY
THAT THIS INSTRUMENT
WAS FILED IN THIS
OFFICE ON 03/12/2025 AT
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By: PAULA R. COONS
CHARLENE D. STURK
COUNTY RECORDER
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BELTRAMI COUNTY COVER SHEET

This cover sheet is now a permanent part of the recorded document.



BEMIDJI TOWNSHIP SIGN ORDINANCE

Purpose: The purpose of this ordinance is to protect the health, safety and welfare, and property values of all residents of Bemidji Township through regulation of signs and their subsequent location upon properties located throughout the township.

Scope/Applicability: This ordinance applies to all signs located within the boundaries of Bemidji Township except as noted in the ordinance. The provisions of this ordinance supplement but do not supersede Federal, State or County regulations. In the event contrary terms or a requirement noted in this ordinance conflicts with the Bemidji Township Land Use Ordinance, the Land Use Ordinance will prevail. All signs, both permanent and temporary shall conform to the provisions of this ordinance within the time limits established herein.

Objectives of Regulations: It shall be the intent of this ordinance to achieve the following objectives:

- a.) To establish standards which would permit businesses in the township a reasonable and equitable opportunity to identify themselves.
- b.) To preserve and promote beauty and not allow signs which would detract from this objective resulting from unusual size, shape, height, location, condition, cluttering or illumination.
- c.) To ensure that signs in the township shall not create a safety hazard.
- d.) To preserve and protect the value of land and buildings, and to preserve and protect landscapes.

BEMIDJI TOWNSHIP SIGN ORDINANCE

SIGNS AND OUTDOOR ADVERTISING: All signs which meet provisions or sections II, III, and IV of this ordinance shall require the issuance of a sign permit.

DEFINITIONS:

SIGN shall mean a name, identification, description, display, illustration, advertising object, or device which is affixed to or represented directly or indirectly upon a building, structure or land in view of the general public and which directs attention to a product, service, place, activity, person, institution or business.

Any letters, figures, design, symbol, trademark, architectural or illuminating device intended to attract attention to any place, subject, person, firm, corporation, public performance, article, machine, or merchandise that is painted, printed, or constructed and displayed for recognized advertising purposes.

However, this shall not include any official court or public notices nor the flag, emblem or insignia of a government, school, or religious group when displayed for official purposes.

ADVERTISING OBJECT

Shall mean any part of an advertising face that is not a flat surface, including boats, cars, recreational vehicles or other objects which are an essential part of the sign or provides structural support.

SIGN, ABANDONED

Shall mean a sign which no longer advertises a bonafide business, lessor, owner, activity, use or product available on the premises where the sign is displayed for a continuous period of thirty (30) days.

SIGN AREA

Shall mean the entire area within a continuous perimeter, enclosing the extreme limits of the sign display, including any frame, border, not including support posts. Curved, spherical, or any other shaped sign face shall be computed on the basis of actual surface area. The copy of signs composed of individual letters, numerals or other devices shall be the sum of the area of the smallest rectangle or other geometric figure encompassing each of said letter or devices.

SIGN, AREA IDENTIFICATION

Shall mean any free-standing sign identifying the name of a neighborhood, a residential subdivision, a multiple residential complex, a shopping center or area, an industrial area, an office complex or any combinations of the above involving three (3) or more principal buildings.

SIGN, BILLBOARD

Shall mean any free-standing sign greater than eight (8) square feet that advertises a product, business, place, person, etc.

SIGN, BUILDING IDENTIFICATION

Shall mean a sign which directs attention to a business or to a commodity, service or entertainment conducted, sold or offered upon the premises where such a sign is located.

SIGN BULLETIN BOARD

Shall mean a sign that indicates the name of an institution or organization on which premises it is located and which contains the name of the institution or organization, the name or names of persons connected with it (Nameplate Sign), and announcements of person(s), event(s), or activities appearing or occurring at the institution.

SIGN, CHANGING MESSAGE (ELECTRONIC OR MECHANICAL)

Shall mean a sign which directs attention to a business or to a commodity, service or entertainment conducted, sold or offered upon the premises where such a sign is located.

SIGN, CONSTRUCTION

Shall mean a sign placed at a construction site identifying the project or name of the project, engineer, contractor, developer, financier or other involved parties.

SIGN, EXTENSION

Shall mean a temporary addition or enlargement on a sign face that extends beyond the approved sign dimensions.

SIGN FACE

Shall mean all that part of a flat surface advertising device on which advertising is displayed and which provides visibility from one geographic direction.

SIGN, APRON

Shall mean that part of a flat surface under the sign area that does not include any advertising area and that is designed to shield light from spillage into oncoming traffic for purposes of public safety.

SIGN, FREESTANDING

Shall mean any self-supporting sign which is placed in the ground and not affixed to any part of any building or structural support

SIGN, GOVERNMENT

Shall mean any temporary or permanent sign erected and maintained by the township, city, county, state or federal government for traffic direction or for designation of or direction to any school, hospital, historical site, or public service, street, property, facility or recreational trail.

SIGN, HOME OCCUPATION

Shall mean a sign designating or advertising a home business operated from a residential property.

SIGN, ILLUMINATED

Shall mean a sign illuminated in any manner by an external artificial light source placing light upon the sign face or advertising object. (Not including SIGN, DIGITAL)

SIGN, DIGITAL

Shall mean a sign that generates luminance at the source and displays the message by the use of Light Emitting Diodes (LED) and or other electronic technology that is operated by a computer to control the message and the message can be programmed, changed, or turned off.

SIGN, INCIDENTAL

Shall mean a sign, generally informational that has a purpose secondary to the use to the zone lot on which it is located, such as "No Parking", "Entrance", "Loading Only", "Telephone," and other similar directives. No sign with a commercial message legible from a position off the zone lot of which the sign is located shall be considered incidental.

SIGN, INFLATABLE

Shall mean any sign which uses helium, air or other gases as the primary support for the sign structure.

SIGN, NAMEPLATE

Shall mean a sign indicating the name, address and other non-commercial messages on residentially zoned property.

SIGN, ON PREMISE

Shall mean a sign which advertises a product, service, business or event which is available or takes place on the same premises as the sign.

SIGN, OFF PREMISE

Shall mean an off-premises sign which advertises a product, service, business or event which is not available or does not take place on the same premises as the sign, including billboards.

SIGN, POLITICAL

Shall mean a temporary sign advertising election issues or the candidacy of a person(s) running for an office.

SIGN, PORTABLE/TEMPORARY

Shall mean a temporary sign that is not permanently fixed to a building, other unmovable structure, or the ground.

SIGN, REAL ESTATE

Shall mean a temporary sign placed upon property for the purpose of advertising to the public the sale or lease of said property.

SIGN, "V"/DOUBLE FACED

Shall mean a commercial sign consisting of two (2) essentially equal faces, positioned at an angle extending less than ninety (90) degrees which are essentially connected (maximum two (2) foot separation at its closest point).

SIGN, WALL

Shall mean a commercial sign painted on the outside of a building, or attached to, and erected parallel to the face of a building and supported throughout its length by such building.

SIGN, WINDOW

Shall mean a sign painted, stenciled, or affixed on a window or door, which is visible from a right-of-way.

SECTION I. PERMITS

All temporary and/or permanent advertising requires a sign permit to be issued except as noted in Section II.

A sign permit must be obtained from Bemidji Township before constructing, erecting, remodeling, change of content, relocating or expanding in any way any sign in the township.

As a condition of issuing an Interim Use Permit for a sign, the Bemidji Township Board of Supervisors may impose such conditions relating to size, shape, color, location, and

lighting to ensure the compatibility of the said sign with the surrounding area and land use patterns.

A sign permit shall remain valid unless the conditions of the permit are violated, the sign is in disrepair and/or until such time that the conditions of the permit are in violation of the Bemidji Township Nuisance Ordinance. All signs without a permit are in violation of the ordinance and person(s) whom own the property where the sign(s) is/are situated must apply for a permit.

For fees associated with the signs in Bemidji Township, refer to the Bemidji Township Fee schedule.

Advertising on any structure or object requires a permit and the sign must meet the zoning district requirements. However, a sign in conformance with Section III, with the business name only attached to the primary building containing the business, with a maximum of sixty-four (64) square feet, does not require a separate sign permit as it is allowed as a condition of the business Interim Use Permit.

All signs must be in compliance with all other authorities which regulate signage. All temporary and/or permanent advertising requires a sign permit. No signage will be allowed in Bemidji Township right-of-way.

SECTION II. GENERAL EXEMPTIONS

The following signs do not require that a permit be issued by Bemidji Township unless specifically prohibited by district provisions.

- 1.) Flags of a government or of a political, civic, philanthropic, educational or religious organization displayed on private property.
- 2.) Address numerals, fire numbers, E-911 numbers, and/or other signs required to be maintained by law or governmental order, rule or regulation.
- 3.) Political campaign signs. However, all political campaign signs must conform to the size limitation of the land use district in which they are placed. Moreover, such signs must be removed by the candidate or the person(s) on whose property the sign has been placed, within fourteen (14) days after the election or the candidate and/or property owner will be charged with a violation of this ordinance. No sign shall be placed on the township right-of- way.
- 4.) Private traffic control signs on private property, not to exceed four (4) square feet in gross surface area if visible from a public roadway.
- 5.) Identification signs accessory to a single-family dwelling not exceeding three (3) square feet in gross surface area.
- 6.) All other signs require a duly issued sign permit.
- 7.) Family Farms, Tree Farms and Centennial Farms.

SECTION III. SIGN STANDARDS

- 1.) The gross surface area of a sign shall be the sum of the surface area of all the sign faces, including cutouts, except that for signs designed as double-faced signs, then only one face of the sign shall be considered in determining the gross surface area.
The gross surface area does not include any Sign Apron that is in place below the advertising message area to protect light spillage for highway motorist safety.
- 2.) Sign height for On Premise and Off Premise signs shall be measured from ground level at the base of, or below, the sign to the highest element of the sign.
- 3.) Illuminated signs shall be shaded wherever necessary using an Apron or other shielding device in a Commercial zoning district. Illuminating device shall be a type specifically designed for signs to minimize lumen spillage and light trespass and be energy efficient LED technology. An Interim Use Permit shall be required for all illuminated signs. Light spillage that causes driving distraction(s) must be abated or removed.
- 4.) A digital Sign shall conform as follows:
 - a.) All electronic message centers/digital billboards shall come equipped with automatic dimming technology which automatically adjusts the sign's brightness based on ambient light conditions.
 - b.) No electronic message center/digital billboards shall exceed a brightness level of 0.3-foot candles above ambient light as measured using a foot candle (Lux) meter at a present distance depending on sign area, measured as follows:

Example using a 288-square foot digital sign face:

$$\text{Measurement distance} = \sqrt{(288 \text{ Sq. Ft.} \times 100)} = 169.7 \text{ ft}$$
 - c.) All signs will have to meet Minnesota Department of Transportation standards.
- 5.) Animated signs, signs with either moving lights, or signs which create the illusion of movement shall be permitted only in the commercial districts and then only with an Interim Use Permit.
- 6.) Sign(s) shall not be attached to a tree or utility pole whether on public or private property. (Exception: "No Trespassing" and "No Hunting" signs on private property.)
- 7.) Sign(s) shall not be maintained at any location where by reason of its position, size shape, or color may obstruct, impair, obscure, interfere with the view of, or be confused with any traffic control sign, signal, or device, or where it may interfere with, mislead, or confuse traffic.
- 8.) Replacement of support post(s), columns, pylons or other structural supports for any non- conforming sign shall constitute removal of that sign, and upon the Township granting an Interim Use Permit its replacement shall be in conformance with the provisions of this ordinance.
- 9.) Sign(s) shall not encroach into the road right-of-way.
- 10.) Sign(s) shall not contain obscenities or vulgarities.
- 11.) Construction signs shall not exceed size limitations of a land use district.
Construction signs shall be removed from the site when the construction project is accepted by the owner(s).
- 12.) All signs shall be permanently affixed to a building or permanently placed standards.

SECTION IV. ZONING DISTRICT PROVISIONS

1.) COMMERCIAL DISTRICT

Only directional or identification signs shall be issued a sign permit in this District.

- a) A commercial business may have one (1) business nameplate sign attached to its main building (see Section I.) and one (1) free standing permanent sign as part of the business Interim Use Permit.
- b) Any additional signs are allowed only with an Interim Use Permit.

Billboard Signs in a commercial district shall not exceed three hundred (300) square feet in sign face area. Sign setback shall conform to MnDOT right-of-way requirements but shall at no time be closer the 15 feet from the road right-of-way.

Billboard sign height shall be no higher than thirty-five (35) feet to the highest point of sign measured from either the ground elevation directly under the sign or from the elevation of the adjacent road. Signs are limited to one (1) per one thousand (1,000) feet of frontage, and shall not exceed a maximum of three hundred (300) square feet of sign face area.

2.) RESIDENTIAL DISTRICT

The following signs conforming to the conditions stated below may be issued a sign permit in this district: Bulletin board signs, on premises business signs, real estate signs, construction signs, identification signs, directional signs and portable signs.

There shall be no more than one (1) sign on each parcel of property.

All signs with the exception of real estate signs and those listed in Section II, require an Interim Use Permit. Signs for home occupations shall be coordinated and permitted as part of the Interim Use Permit for the home occupation. No illuminated or inflatable signs or advertising objects are permitted.

Permitted signs:

- a) Shall be a maximum of eight (8) square feet in gross surface area.
- b) Shall be a maximum of six (6) feet in overall height from ground elevation.
- c) Shall be set back a minimum of fifteen (15) feet from the road right-of-way.

SECTION V. VARIANCES

All signs not complying with sections II, III and IV of this ordinance shall require a Variance. Applications for a Variance are available from Bemidji Township.

SECTION VI. PENALTY

Any person, firm or corporation violating any provision of this ordinance shall be guilty of a misdemeanor.

SECTION VII. LEGAL COSTS

Any expenses to the township incurred due to legal action(s) necessary to enforce this ordinance, if defendant is found liable, shall be borne in total by the defendant.

SECTION VIII. EFFECTIVE DATE

The effective date of this ordinance is March 11, 1991. This ordinance was approved by the Bemidji Township Board of Supervisors at their regular monthly meeting, March 11, after two public hearings held on January 8 and February 12, 1991. Revisions passed by the Township Board on September 8, 1997, after a public hearing on June 9, 1997, and December 11, 2000, after public hearings on December 5, 2000, and December 11, 2000. Revisions passed by the Township Board on May 10, 2004 after a public hearing held on May 10, 2004, Revisions passed after three public hearings July 3, 2017. Revisions passed on September 13, 2022, after a public hearing held on September 6, 2022. December 10th, 2024 (editorial/clerical).

Township Clerk Brittney Slitten

Township Supervisor Fern MacCormack

Township Supervisor Pat Fink

Township Supervisor Jeffrey Riley

Township Supervisor Mike

Township Supervisor _____