



Planning Commission Regular Meeting

Monday, April 27, 2026, 6:30 PM
106 Center Street

Members of the public may attend the Planning Commission meeting either in person or by joining via Zoom either online or by telephone at:

<https://us02web.zoom.us/j/87607402546?pwd=cgUFQnrZp5q9PUy9W66pDNWa4H5M2a.1>

Meeting ID: 876 0740 2546

Passcode: 851549

One tap mobile

+13092053325,,87607402546#,,, *851549# US

+13126266799,,87607402546#,,, *851549# US (Chicago)

Some items on this agenda are important enough to City Councilmembers that a quorum of the Council may be present to receive information leading to their future deliberations and eventual decision.

AGENDA

1. Call to Order
2. Roll Call
3. Minutes of the Preceding Meeting(s)
 - A. March 23, 2026 Planning Commission Meeting Minutes
4. Discussion Items
 - A. Annual Meeting Topics
 - i. 2026 Goals and Work Plan
 - B. Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 11-4 - Outdoor Storage of Recreational Equipment. (PC No. 2026-07)
 - C. Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 24 - Signs.
 - D. Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 15-6 - Nonconforming Structures.
 - E. 35 Center Street - PC Resolution 2026-04 Approving Variances from height, front yard setback, and wall plane standards
5. Communications and Reports
 - A. Council Update

B. Mini Master Plan - The Commons

C. Upcoming Items

6. Miscellaneous

7. Adjournment

City of Excelsior
Planning Commission

Monday, March 23, 2026

Meeting Minutes

106 Center Street, Excelsior, MN 55331 – Entrance located on Center Street
6:30 P.M.

1. CALL TO ORDER

2. ROLL CALL

Present: Commissioners Day, Johnson, Malsam, Muenzberg, Neale, Tyler

Absent: None

Also present: Josh Wier, Acting City Attorney; Jess Long, City Planner; Julia Mullin, Community Development Director

3. MINUTES OF THE PRECEDING MEETING(S)

(a) February 23, 2026 Planning Commission Meeting Minutes

Day moved to approve the February 23, 2026 meeting minutes as submitted with a spelling correction to “Day” in item 4.c.(5). Tyler seconded. Motion approved 6-0.

4. DISCUSSION ITEMS

(a) Annual Meeting Topics

- Officer Selection

Tyler made a motion to elect Commissioner Muenzberg as chairperson for the 2026-2027 term. Malsam seconded. Motion approved 6-0.

Johnson made a motion to elect Commissioner Tyler as vice chairperson for the 2026-2027 term. Day seconded. Motion approved 6-0.

- 2026 Goals and Work Plan – *moved to Item 4.E.*

(b) 35 Center Street- Variance Application (PC No. 2026- 03)

This item was continued from the February 23^d Planning Commission meeting. The applicant withdrew request for a variance from the side yard setback standard and submitted an application for a variance from the wall plane standard. Chair Muenzberg opened the public hearing. Applicant Jarod Blackowiak was in attendance to answer questions. No members of the public spoke. Neale moved to recommend approval of the variance from the wall plane standard. Day seconded. Motion approved 4-2 (Johnson and Tyler voted no.) Staff will bring resolution of approval to the April Planning Commission meeting.

(c) 44 Center Street- Variance Application (PC No. 2026- 04)

Chair Muenzberg opened the public hearing. The Applicant and property owner, Markku Ravaska and Chad Babcock, presented their variance request and answered questions. No one from the public spoke. Day moved to recommend denial of the variance from the building coverage standard. Johnson seconded. Motion approved 6-0.

- (d) Resolution documenting the approval of Residential Review Permit –
-202 Oak Street – PC Resolution 2026-03

Day moved to approve PC Resolution 2026-03. Malsam seconded. Motion approved 6-0.

(e) 2026 Goals and Work Plan: Commission requested this item be placed on the April meeting agenda and would like to see Commission's previous goals, Council's goals for the Commission, and a summary of past applications.

5. COMMUNICATIONS AND REPORTS

- (a) Council Update
(b) Upcoming items
- RV Ordinance

6. MISCELLANEOUS

7. ADJOURNMENT

Day moved to adjourn the meeting. Neale seconded. Motion approved 6-0.
Meeting adjourned at 8:20 pm.

Respectfully submitted,

Julia Mullin, Community Development Director

ITEM REPORT

To: Planning Commission

From: Jess Long, City Planner, Julia Mullin, Community Development Director

Meeting Date: April 27, 2026

Department/Office: Community Development

Item Name: 2026 Goals and Work Plan

Summary:

Background

Annual Goals and Work Plan

As part of the Planning Commission's annual meeting, we discuss annual goals and work plan. These items tend to relate to the work of the Commission that is outside of the land use applications that the Commission is required to review and act on per the city's code of ordinances, although sometimes improvements to these processes are part of an annual work plan. The City Council set their goals for 2026 (they are attached) and as you can see, many of them are within the Planning Commission's purview.

1. Non-Conforming Structures Ordinance
2. Sign Ordinance
3. Residential Review Permit process for Landmark Properties
4. Multi-family Parking Ordinance
5. Planned Unit Development (PUD) Ordinance
6. Comprehensive Plan
7. Outdoor Lighting Standards
8. Good Neighbor Guidelines/Residential Zoning Amendments
9. Tree Preservation Ordinance

Amendments to all of the ordinances identified above require Planning Commission review.

Planning staff created a work plan for the year to address Council goals. It does not include:

- the review of land use applications that the city receives throughout the year
- historic preservation work
- code enforcement activities

Quarter 1 (January – March)

- New city planner begins
- Temporary planner technician hiring process begins
- Permit software is up and running and available to the public
- Building permit fees and some land use application fees are updated
- Property file project begins; in preparation for move to new City Hall
- Ordinance amendment work begins

Quarter 2 (April – June)

- Proposed amendment to Nonconforming Structure ordinance goes to Planning Commission and City Council (to PC in April).
- Proposed amendment to Sign Ordinance goes to Planning Commission, HPC, and City Council (to PC in April).
- Proposed amendment to Tree Preservation Ordinance (to PC in June)
- Proposed amendment to Parking Impact Fee ordinance (there is a City Council work group developing proposed amendments; these will require Planning Commission review); likely to include proposed amendment to parking requirements, including for multifamily uses (to PC in Q3).
- Proposed amendment to Planned Unit Development (PUD) Ordinance (to PC in Q3)

Quarter 3 (July – September)

- Proposed amendment to outdoor lighting ordinance (to PC in Q4)
- Propose amendment to Residential Review process for Landmark properties (to PC in Q4)

Quarter 4 (October – December)

- Housekeeping amendments to zoning ordinance
- Comprehensive Plan discussion and schedule

Approved Residential Review Permits and Variances

In addition to these goals, staff has included a summary of the Residential Review Permits that have been issued to date and all accompanying variance application. It would be useful to discuss these projects and identify any questions, trends, or implications for the future work of the Commission.

Recommended Action:

Staff recommends that the Planning Commission discuss what is needed to address the planning-related goals identified by the City Council and recommend any Commission goals that might be different from what is identified above.

Budget:**Attachments:**

1. City Council 2026 Goals
2. Summary of Residential Review Permits and Variances Approved

City of Excelsior 2026 Objectives

2026 Progress

Color-Coded Rating (R <25%, O 25-49%, Y 50-75%, G 76-99%)

Top Priorities	Responsible Party	Apr Mar	Q2 June	Q3 Sept	Q4 Dec	Status
<u>Financial Planning</u> - Formalize long range capital improvement plan and capital outlays and consider creating a separate enterprise fund for the Commons	Jenny, Tim, Morgan, and Kristi					Staff is continuing to work with Baker Tily on completing the capital improvement plan. At a future work session, the Council will discuss creating a separate enterprise fund for the Commons.
<u>Communications</u> - Increase communication efforts (newsletters, open houses, updated website, etc.) and consider a social media strategy	Cari, Kristin, Hilary, and Jess					Staff has created future development signs to inform others of pending development and informational flyers on sandwich board signs and residential zoning standards. The historic list of properties on the website has also been updated.
<u>261 School Avenue</u> - Complete remodeling for city hall, update tenant leases, and create an enterprise fund	Cari and Kristi					The architects will be presenting interior design options at the April 6 work session. The leasing agent is working on updating leases and Jenny is creating a budget.
Planning and Heritage Preservation Priorities	Responsible Party	Apr Mar	Q2 June	Q3 Sept	Q4 Dec	Status
Non-Conforming Structures Ordinance	Julia and Jess					The Planning Commission discussed non-conforming structures with the attorney, they want to make one minor amendment before the ordinance is presented to the City Council.
Sign Ordinance	Julia and Jess					The Planning Commission and the HPC will review the sign ordinance soon.
Code Enforcement	Julia and Jess					The new software, iWork, has a code enforcement component that will streamline enforcement. Staff is taking action on a property that didn't follow their construction drawings.
Parking Work Group	Julia					The work group has had three productive meetings; they are pushing to have a recommendation by June.
RRP Process for Landmark Properties	Julia and Jess					The Planning Commission will discuss this topic again at a future meeting.

Planning and Heritage Preservation Priorities	Responsible Party	Apr Mar	Q2 June	Q3 Sept	Q4 Dec	Status
106 Center Street	Julia and Kristi					Chrystal and Jennifer are meeting regularly with Minnetonka Center for the Arts
Reviewing HPC Guidelines	Jess					Staff is meeting with the HPC consultant to discuss how to complete updates to the HPC guidelines.
HPC Public Relations	Jess					The HPC section of the website has been updated. Jess is attending a session on public relations at the National Preservation Conference.
Multi-Family Parking Ordinance	Julia and Jess					The parking work group has been discussing parking minimums because any ordinance changes have a financial impact.
PUD Ordinance Update	Julia and Jess					The Planning Department will work on the PUD ordinance during the second quarter of the year.
Comprehensive Plan	Julia and Jess					At a future work session, likely third or fourth quarter, the Council will discuss the Comprehensive Plan process.
Outdoor Lighting Standards	Julia and Jess					The Planning Department will work on outdoor lighting standards during the third quarter of the year.
Good Neighbor Guidelines/ Zoning Amendments	Julia and Jess					The Planning Department will work on zoning amendments during the fourth quarter of the year.
Public Works and Parks Priorities	Responsible Party	Apr Mar	Q2 June	Q3 Sept	Q4 Dec	Status
Commons Use Policy	Cari and Tim					The final edits are being made to the Commons Use Policy.
Excelsior-Studer Park	Kevin					The Park and Recreation Commission will discuss whether this park should be programmed.
Inflow and Infiltration (I&I) Initiatives	Tim					Tim will finalize the I&I ordinance for the city attorney and staff to review.
Mini Master Park Plan for the Commons	Tim and Kevin					The PAC has reviewed three concepts and the concepts will be shared at the April 16 open house for feedback.

Public Works and Parks Priorities	Responsible Party	Apr Mar	Q2 June	Q3 Sept	Q4 Dec	Status
Oak Hill Cemetery Improvements	Kevin and Julia					The consultant is writing up the historic nomination form and will put together the management plan.
Update the Tree Ordinance	Tim, Kevin, and Jess					A draft ordinance has been created for the city attorney and staff to review.
St. Alban's Bay Bridge	Morgan, Tim, and Hilary					A meeting regarding the St. Alban's Bay Bridge may be happening in late April.

RESIDENTIAL REVIEW PERMITS, 2020 - present

ADDRESS	PROJECT	VARIANCE(S) REQUESTED (if any)
2020		
678 Pleasant	Garage addition	Garage height, size, setbacks
444 Lafayette	New garage	
2021		
366 Oak Street	Addition with new garage and living space	Garage size, # accessory structures, height, setbacks
220 West Lake Street	Addition	
220 Bell Street	Demolition and new construction	
700 3 rd Avenue	New deck addition	
678 Pleasant Street	Amendment to RRP	
101 Center Street	Addition – second level	Front yard setback (porch)
162 West Lake Street – not built	Demolition and new construction	
197 and 199 Oak Street	Demolition, lot split, new construction – two homes	
186 Maple Street	Addition	
101 Center Street	Amendment – new front entryway	
181 George Street	Addition and new garage	
125 1 st Street	Prior Demolition and new construction	
48 Center Street - withdrawn	Demolition and new construction	
44 1 st Street	Demolition and new construction – not built	Rear yard setback
335 George Street	New construction	
1 Bell St	Addition	
2022		
44 1 st Street	Administrative Amendment – expand attached garage	Rear yard setback
631 Mill Street – not built	Addition and new garage	
162 West Lake Street	Demolition and new construction	Building coverage
750 Second Avenue	Addition over garage	
2023		
130 Grove Street	Demolition and new construction	Front and rear yard setbacks
541 William Street	Demolition and new construction	Rear yard setback and wall plane
141 First Street	Demolition and new construction	
151 Bell Street - denied	New construction	
163 Second Street – denied	New construction	
254 Lake Street - denied	Demolition and new construction	
163 Second Street - denied	New construction	
150 First Street	Addition	
697 Glencoe Road	Addition	

2024		
224 Third Street	Garage addition	Garage front setback and rear yard setback
163 Second Street	New construction	Height
631 Mill Street	Addition	
719 Second Avenue	Addition	Garage front setback
151 Bell Street	New construction	Building coverage - denied
100 Third Street	Demolition and new construction	Front and rear yard setback and height (building coverage denied)
725 Second Avenue	Addition	Height
2025		
925 Excelsior Boulevard	Addition	Shoreland setback
243 Third Street	Addition	Building coverage
210 George Street	Addition	Building coverage, side yard setback
163 Second Street	New construction	Height
174 West Lake Street	Garage addition	Garage setback
221 Bell Street	Demolition and new construction	
150 Bell Street	Addition	
2026 (as of 4/27/26)		
202 Oak Street	Addition	Height
35 Center Street	Addition	Height and wall plane
88 First Street	Prior demolition and new construction	Rear yard, side yard, front yard, garage setback, garage door size, wall plane, building coverage

Summary:

Additions: 23

New Construction: 17

Demolitions: 14



ITEM REPORT

To: Planning Commission

From: Julia Mullin, Community Development Director, Jess Long, City Planner

Meeting Date: April 27, 2026

Department/Office: Community Development

Item Name: Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 11-4 - Outdoor Storage of Recreational Equipment. (PC No. 2026-07)

Summary:

APPLICANT	Patrick Foss
APPLICANT ADDRESS	456 Lafayette Avenue, Excelsior, MN 55331
CASE NO	PC No. 2026-05
60/120-DAY REVIEW DEADLINE	4/25/2026 and 6/24/2026

BACKGROUND

The Applicant, Patrick Foss, has requested that the Planning Commission evaluate the City's existing zoning ordinance, *Section 11-4 Outdoor storage of recreational equipment* regarding the storage of recreational vehicles and the size of recreational vehicles (RVs) allowed on residential properties. The applicant has an RV that is larger than the current ordinance allows. Additionally, the applicant feels that screening of an RV should be considered when determining the allowed length of an RV allowed in residential districts. The applicant has submitted photos of his RV and the screening that exists on the property at 456 Lafayette Avenue. His lot is on the lakeshore and the current ordinance limits the storage of his RV to the driveway (Sec. 11-4(A)(6)). RV's stored on driveways are subject to additional and stricter size requirements. The additional size requirements for RVs parked in driveways prohibits the applicant from storing his current RV on his property. The applicant has also indicated that he wishes to store his RV only intermittently, not for an extended period of time.

Along with discussing length and placement requirements, staff recommends that the Planning Commission discuss adding a clear definition of "RV storage". This includes adding a time frame for short-term storage. The addition of clear time limits to the storage of RVs on residential lots will allow City staff to better enforce the ordinance.

CURRENT ORDINANCE

Currently the City allows for the storage of RVs on residential properties with restrictions on size and storage location of recreational vehicles on the lot. Section 11-4 limits recreational equipment with the following restrictions:

Sec. 11-4. - Outdoor storage of recreational equipment

A. Recreational equipment may be stored outside in the R-1 and R-2 zoning districts under the following conditions:

(1) Recreational equipment includes, but is not limited to, camper trailers (pop up), motor homes, all-terrain vehicles, open trailers, pickup campers, snowmobiles, travel trailers, water craft and buildings for winter ice fishing.

(2) No more than three recreational equipment items may be parked or stored outside on lots greater than 8,500 square feet in size. Those three recreational equipment items may include a maximum of one each of—a camper trailer (pop up), motor home, off-road vehicle, open trailer, pickup camper, snowmobile, travel trailer, water craft or ice fishing house.

(3) No more than two recreational equipment items may be parked or stored outside on lots equal to or less than 8,500 square feet in size. Those two recreational equipment items may include a maximum of one each of—a camper trailer (pop up), motor home, off-road vehicle, open trailer, pickup camper, snowmobile, travel trailer, water craft or ice fishing house.

(4) Trailers and contents located thereon shall be considered as one recreational equipment item.

(5) Recreational equipment may not exceed 24 feet in length. Trailers may not exceed 30 feet in length.

(6) No recreational equipment shall be stored in the front yard (or rear yard for lots abutting lakeshore), and any stored recreational equipment shall be subject to the side and rear yard setback requirements of accessory structures as found in article 11 of this Appendix E. If there is not a practical way to store the recreational equipment in compliance with these requirements, then one such recreational equipment may be stored in the front yard (or rear yard for lots abutting lakeshore). If stored in front yards, recreational equipment must be:

a. Stored on driveways;

b. Not exceed 16 feet (trailers 20 feet) in length, not including outboard motors;

c. Not exceed seven feet in height; and

d. Located no closer than ten feet from the street.

(7) All vehicles must be operable and have the current year's registration, if

registration is required by law.

B. The practices of boat dry-stacking and dry storage create a visual blight and increase congestion on land and water. No boat dry-stacking nor dry storage shall be allowed within the city except that dry stacking shall be permitted in the P, Public Park District, pursuant to duly issued city permit

OTHER CITIES

For comparison, staff researched some surrounding cities to compare regulations. See attached document that compares Recreational Ordinances from other communities.

Recommended Amendment to Ordinance

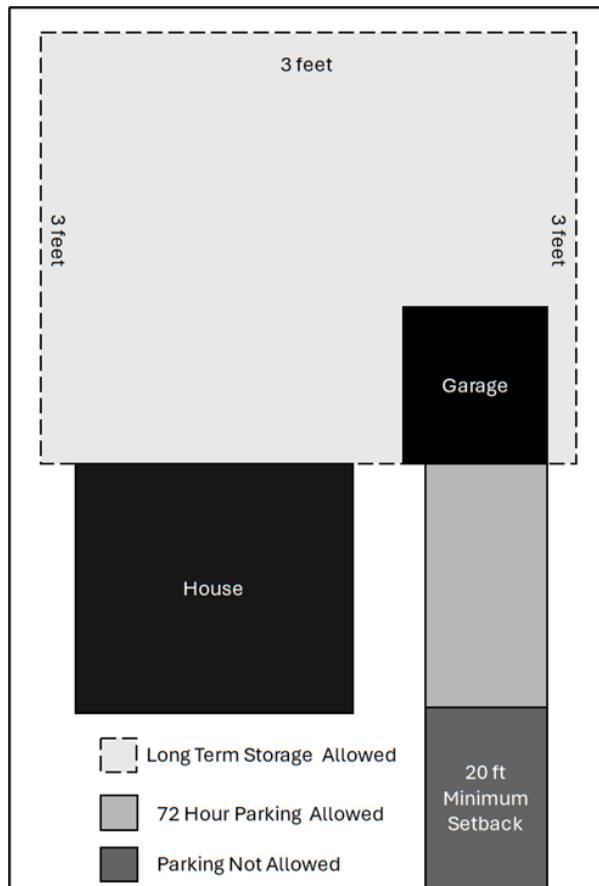
Staff Recommends the following changes (*italics indicate language to be added and strikethroughs indicate language to be removed*) to the City's Ordinance:

Sec 11-4 Outdoor storage of recreational equipment

(5) Recreational equipment *including trailers may not exceed 30 feet in length.* ~~24 feet in length. Trailers may not exceed 30 feet in length~~

(6) No recreational equipment shall be stored *for longer than 72 hours* in the front yard (or rear yard for lots abutting lakeshore), and any stored recreational equipment shall be subject to the side and rear yard setback requirements of accessory structures as found in Article 11 of Appendix E. ~~If there is not a practical way to store the recreational equipment in compliance with these requirements, then one such recreational equipment may be stored in the front yard (or rear yard for lots abutting lakeshore).~~ If stored in front yards, recreational equipment ~~shall~~ *must be*:

- a. *be stored on a paved surface or driveways;*
- b. *not exceed 30 feet* ~~exceed 16 feet (trailers 20 feet)~~ in length, not including outboard motors;
- c. *not exceed 13.5 feet* ~~seven feet~~ in height; and
- d. *be located a minimum of 20* ~~ten~~ feet from the street.



Recommended Action:

Staff recommends that the Planning Commission review and recommend to the City Council adoption of Ordinance 695 amending Appendix E, Section 11-4.

Budget:

Attachments:

1. Foss Land Use Application
2. Outdoor Storage Regulations from Other Cities
3. Ordinance No. 695



City of Excelsior
339 Third St. • Excelsior, MN 55331
(952) 653-3674

Land Use Review Application

APPLICANT INFORMATION

Name: <u>PATRICK FOSS</u>	Business Name:
Address: <u>456 Lafayette Ave</u>	
City: <u>Excelsior</u>	State: <u>MN</u> Zip Code: <u>55331</u>
Telephone: <u>952 210 8943</u>	E-Mail: <u>f.</u>

OWNER INFORMATION (if different)

Name:	Business Name:
Address:	
City:	State: Zip Code:
Telephone:	E-Mail:

TYPE OF APPLICATION (check all that apply)

☐ Comprehensive Plan Amend	☐ Design Standards	☐ Subdivision
☐ Rezoning	☐ Sketch Plan Review	☐ Admin Subdivision
☐ PUD - Concept Plan	☐ Conditional Use Permit/IUP	☐ Preliminary Plat
☐ PUD - General Plan	☐ Variance	☐ Final Plat
☐ PUD - Final Plan	☐ Appeal of Zoning Decision	☒ Other <u>Align Ordinance</u>

PROJECT INFORMATION

Street Address: <u>456 Lafayette Ave, Excelsior</u>	Zoning District:
Property Identification Number(s) (PIN #s): <u>3411723210050</u>	
Legal Description (attach if necessary): <u>Auditors Subd No 313</u>	
Description of Proposal (attach additional information if needed): <u>Align trailers and RV ordinance at the 30 foot limit</u>	
Reason(s) to Approve Request (attach additional information if needed): <u>Consistent & practical Application of City ordinances</u>	

PAID _____
DATE _____
CHECK# _____
RECEIPT _____

APPLICANT'S STATEMENT

This application should be processed in my name. I have completed all of the applicable filing requirements and, to the best of my knowledge, the documents and information I have submitted are true and correct. I agree to reimburse the City of Excelsior for the costs of professional Engineers and other Consultants hired by the City to review and inspect this proposal when the City is unable to do so with existing in house staff.

Signature: _____

Date: 02/24/20

OWNER'S STATEMENT

I am the owner of the above described property and I agree to this application.

Signature: _____

Date: 2/24/20

Please see the attached checklist(s) for a list of plans and other information that must be submitted with this application and for other important information. The checklist must be submitted with the application and the required submittals.

February 26th, 2026

Patrick & Kemerie Foss
456 Lafayette Avenue
Excelsior, MN 55331

Re: Excelsior RV/Trailer Ordinance Alignment Request

To: Excelsior City Staff

We would like to request review and revision of the Excelsior City Ordinance related to outdoor storage of recreational equipment (Article 11.4). This request comes as the result of retaliatory complaints lodged by neighbor due to not supporting her illegal variance request with the LMCD.

The current ordinance states Recreational equipment may not exceed 24 feet and trailers must not exceed 30 feet in length. We are asking the length be aligned to allow for our RV to be parked in our driveway for cleaning, maintenance, packing and preparation between uses. We have a competitive athlete and use the RV on a regular basis during the summer months.

A recent google search of RV's under 24 feet reveals less than 15% of all RV's are under the 24 foot limit. The National Parks have a rule of 30 feet or less, consistent with the current Excelsior trailer limit.

We use our RV from May to October and park it on our cement driveway. The area is completely shielded by trees and greenery. I kayaked out on the lake to get a picture of the complaining neighbors perspective (slide 1). I also took pictures from the street view showing this does not impact any other neighbors and you can't judge the length from the street view.

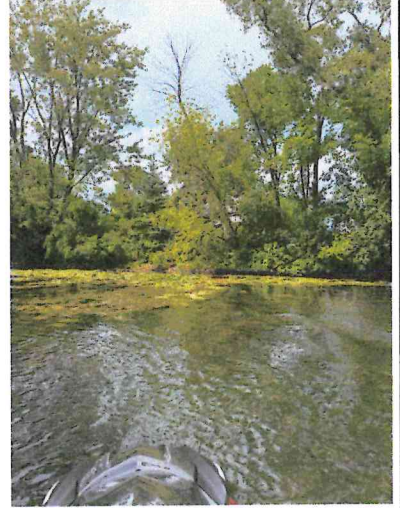
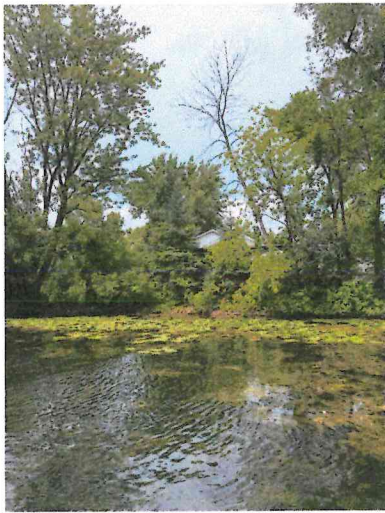
We understand the concept of long term storage that creates an eyesore or impacts local neighbors. In fact, we feel we are parking and using the RV versus a full-time storage situation.

As we understand the current guidance, we could trade our RV for a 30 foot trailer and be in compliance. I'm certain this request for alignment will not result in a run on new RV's in Excelsior. Our lot exceeds the limits stated in the ordinance and the uniqueness of our property means there is only one option for parking the RV.

Thank you for considering this request and we stand ready to answer any questions you might have.

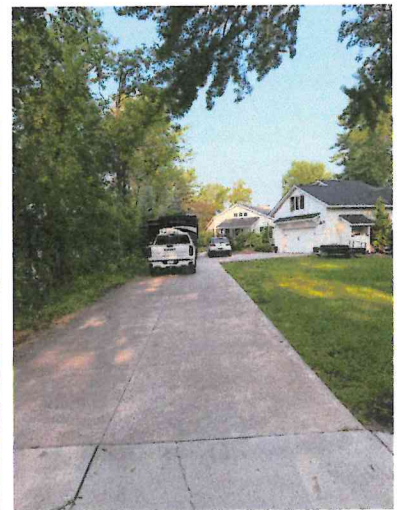
Sincerely,
Patrick and Kemerie Foss

Neighbor & Water View



1

Street View



2

Entegra Esteem 27U



3

Our Property

Search by Address or PID search help

Results **Property Links**

PID	3411723210050
Address	456 Lafayette Ave, Excelsior, MN 55331
Owner/Taxpayer	
Owner	Kemerie A Foss Rev Trust
Taxpayer	PATRICK R & KEMERIE A FOSS 456 LAFAYETTE AVE EXCELSIOR MN 55331
Tax Parcel	
Parcel Area	0.41 acres 17,975 sq ft
Torrens/Abstract	Torrens
Addition	Auditor's Subd. No. 313
Lot	015
Block	
Metes & Bounds	Lots 15 And 23

Excelsior

Lafayette Ave

West Lake St

× Cripe's

4

Ordinance

Ordinance - Code of Ordinances - APPENDIX E - ZONING - ARTICLE 11 - GENERAL PERFORMANCE - Sec. 11-4 - Outdoor storage of recreational equipment

VERSION: FEB 3, 2026 (CURRENT) * CONDITIONAL USE PERMITS

ARTICLE 5 - ADMINISTRATION—INTERIM USE PERMITS

ARTICLE 6 - ADMINISTRATION—VARIANCES

ARTICLE 7 - ADMINISTRATION—APPEALS

ARTICLE 8 - ADMINISTRATION—ADMINISTRATIVE PERMITS AND APPROVALS

ARTICLE 9 - ADMINISTRATION—SITE PLAN REVIEW

ARTICLE 10 - ADMINISTRATION—GENERAL

ARTICLE 11 - GENERAL PERFORMANCE STANDARDS

Sec. 11-1. - Accessory buildings and structures.

Sec. 11-2. - Waste and recycling receptacles and enclosures.

Sec. 11-3. - Sales in residential areas (accessory use).

Sec. 11-4. - Outdoor storage of recreational equipment

Sec. 11-4. - Outdoor storage of recreational equipment

A. Recreational equipment may be stored outside in the R-1 and R-2 zoning districts under the following conditions:

- (1) Recreational equipment includes, but is not limited to, camper trailers (pop up), motor homes, all-terrain vehicles, open trailers, pickup campers, snowmobiles, travel trailers, water craft and buildings for winter ice fishing.
- (2) No more than three recreational equipment items may be parked or stored outside on lots greater than 8,500 square feet in size. Those three recreational equipment items may include a maximum of one each of—a camper trailer (pop up), motor home, off-road vehicle, open trailer, pickup camper, snowmobile, travel trailer, water craft or ice fishing house.
- (3) No more than two recreational equipment items may be parked or stored outside on lots equal to or less than 8,500 square feet in size. Those two recreational equipment items may include a maximum of one each of—a camper trailer (pop up), motor home, off-road vehicle, open trailer, pickup camper, snowmobile, travel trailer, water craft or ice fishing house.
- (4) Trailers and contents located thereon shall be considered as one recreational equipment item.
- (5) Recreational equipment may not exceed 24 feet in length. Trailers may not exceed 30 feet in length.
- (6) No recreational equipment shall be stored in the front yard (or rear yard for lots abutting lakeshore), and any stored recreational equipment shall be subject to the side and rear yard setback requirements of accessory structures as found in Article 11 of this Appendix E. If there is not a practical way to store the recreational equipment in compliance with these requirements, then one such recreational equipment may be stored in the front yard (or rear yard for lots abutting lakeshore). If stored in front yards, recreational equipment must be:
 - a. Stored on driveways;
 - b. Not exceed 16 feet (trailers 20 feet) in length, not including outboard motors;
 - c. Not exceed seven feet in height; and
 - d. Located no closer than ten feet from the street.
- (7) All vehicles must be operable and have the current year's registration, if registration is required by law.
- (b) The practices of boat dry-stacking and dry storage create a visual blight and increase congestion on land and water. No boat dry-stacking nor dry storage shall be allowed within the city except that dry stacking shall be permitted in the P, Public Park District, pursuant to duly issued city permit.

(Ord. No. 555, § 2, 4-17-2017)

5

Ordinance – 11-4.A.5

(5) Recreational equipment may not exceed 24 feet in length. Trailers may not exceed 30 feet in length.

Intent on 24 ft vs 30 ft?

Park vs Store

Ask – Align the “not to exceed at 30 ft”

6

OTHER CITIES: RV REGULATIONS

For comparison, staff researched some surrounding cities and found the following regulations:

Chaska

Chaska allows one recreational vehicle, motor home, travel trailer, pickups with slip-in campers, boats, motorcycles, snowmobiles to be stored on a lot. Those recreational vehicles are limited to 30 feet in length. Chaska does not regulate where on the property the boat or recreational vehicle may be stored.

Sunfish Lake

Sunfish Lake allows recreational vehicles up to 30 feet in length and prohibits the storage of RVs closer than 150 feet to any dwelling. RVs can be parked closer for the occasional use of recreational motor vehicles on private property for the purpose of loading or unloading it from a trailer or for mechanically checking it.

Mound

Mound does not limit the size of RVs but does require an RV permit for storing RVs for longer than 72 hours.

Wayzata & Shorewood

Both Wayzata & Shorewood limit RVs according to their total square footage. The maximum permitted is 400 sf. To understand this regulation and make it comparable, staff gathered data from RV vendors and found RVs are typically 8-8.5 ft wide. Therefore, with an allowed square footage of 400 sf and a typical RV with a width of 8.5 ft, RVs with a length up to 47 feet would be permitted.

RV Type	Height (ft)	Weight (lbs)	Width (ft)	Length (ft)
Travel Trailer	7 - 12	500 - 10,000	7 - 8.5	8 - 40
Fifth Wheel	11.5 - 13.5	5,000 - 20,000	8 - 8.5	25 - 45
Motorhome (Class A)	11 - 13.5	13,000 - 30,000	8 - 8.5	26 - 45
Motorhome (Class B)	8.75 - 11	6,000 - 11,000	6 - 7.5	18 - 24
Motorhome (Class C)	10 - 11	10,000 - 20,000	8 - 8.5	25 - 35
Pop-Up Camper	4.5 - 5	1,400 - 4,000	7 - 7.5	8 - 16

"Recreational Vehicle" means a vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living

quarters for recreational, camping, travel, or seasonal use. For the purposes of this Chapter, the term recreational vehicle shall be synonymous with the term travel trailer/travel vehicle.

St. Louis Park

Recreational vehicles (RVs)

Recreational vehicles include travel trailers, campers, motor homes, tent trailers, vans converted to motor homes, boat trailers, snowmobiles, all-terrain vehicles (ATVs), boats and other watercrafts. The size of the recreational vehicle affects where it may be parked.

Oversized RV

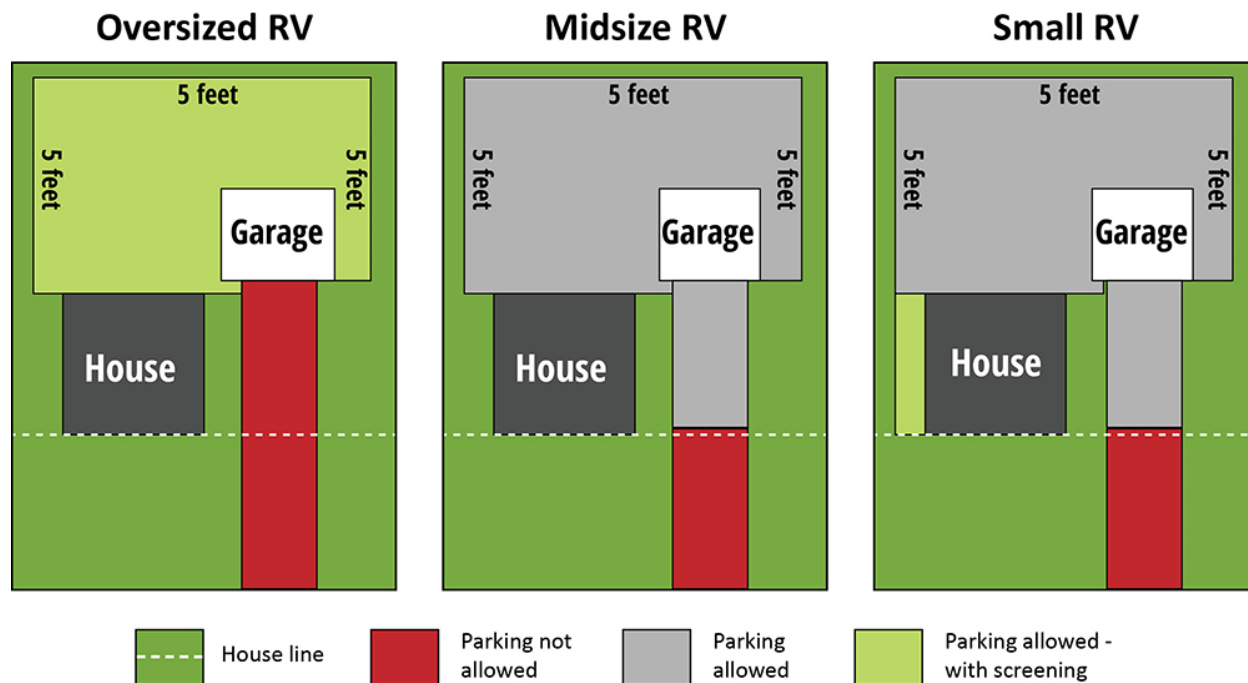
- More than 8 feet high, 22 feet long or 6,500 pounds (empty weight)
- One oversized RV is allowed
- Can't be parked on the street.
- Can only be parked in the backyard (screening is required).

Midsize RV

- Between 6 and 8 feet high and not more than 22 feet long or 6,500 pounds (empty weight)
- Up to two midsize RVs are allowed.*
- Can't be parked on the street or on the area of the driveway in front of the house line.**
- Can be parked in the backyard on a paved surface or on the portion of the driveway alongside the house, without screening.

Small RV

- Less than 6 feet high and not more than 22 feet long or 6,500 pounds (empty weight)
- Up to two small RVs are allowed*
- Can't be parked on the street or on the portion of the driveway in front of the house line.**
- Can be parked in the backyard on a paved surface or on the portion of the driveway alongside the house, without screening.
- Can be parked on the side yard on a paved surface with screening.



*No more than two non-passenger (RV and commercial) vehicles can be parked outside the garage.

**No access to your backyard? Under certain conditions, small and midsize vehicles can be parked on the front part of your driveway. Call 952.924.2575 for details.

ORDINANCE NO. 695

AN ORDINANCE TO AMEND APPENDIX E, SECTION 11-4, OUTDOOR STORAGE OF RECREATIONAL EQUIPMENT OF THE EXCELSIOR CITY CODE TO CLARIFY VEHICLE SIZE REQUIREMENTS

The City Council of the City of Excelsior hereby ordains as follows:

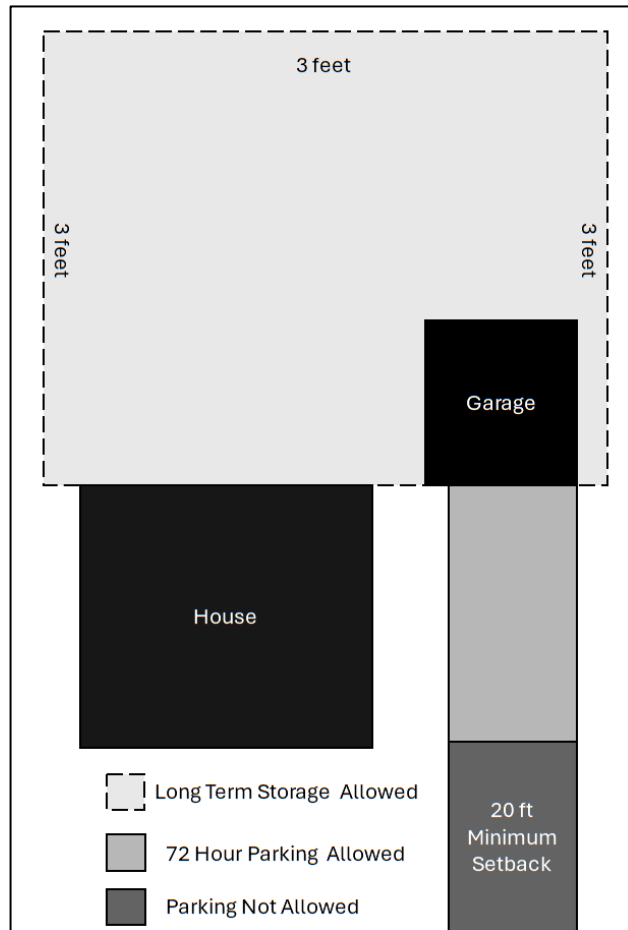
Section 1. Appendix E, Article 11, Section 11-4 Outdoor Storage of Recreational Equipment, of the Excelsior City Code is amended as follows:

Sec 11-4 Outdoor storage of recreational equipment.

(5) Recreational equipment *including trailers may not exceed 30 feet in length.* ~~24 feet in length. Trailers may not exceed 30 feet in length~~

(6) No recreational equipment shall be stored *for longer than 72 hours* in the front yard (or rear yard for lots abutting lakeshore), and any stored recreational equipment shall be subject to the side and rear yard setback requirements of accessory structures as found in Article 11 of Appendix E. ~~If there is not a practical way to store the recreational equipment in compliance with these requirements, then one such recreational equipment may be stored in the front yard (or rear yard for lots abutting lakeshore).~~ If stored in front yards, recreational equipment *shall* ~~must~~ be:

- a. *be* stored on a *paved surface or* driveways;
- b. not exceed *30 feet* ~~exceed 16 feet (trailers 20 feet)~~ in length, not including outboard motors;
- c. not exceed *13.5 feet* ~~seven feet~~ in height; and
- d. be located a minimum of *20* ~~ten~~ feet from the street.



Section 2. This Ordinance is effective in accordance with Section 3.06 of the Excelsior City Charter.

Adopted by the Council of the City of Excelsior, Minnesota, this ____ day of _____ 2026.

Gary Ringate, Mayor

ATTEST:

Hilary Vokovan, City Clerk

Kristi Luger, City Manager

First Reading of Ordinance:

Second Reading and Adoption:

Publication of Ordinance:

Effective Date:

ITEM REPORT

To: Planning Commission

From: Jess Long, City Planner, Julia Mullin, Community Development Director

Meeting Date: April 27, 2026

Department/Office: Community Development

Item Name: Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 24 - Signs.

Summary:

Background

City staff have been working on a revision to the city's regulations related to signs which are in Section 24 of the zoning ordinance. WSB, the planning and engineering firm, provided us with a review of our ordinance and recommended changes. In 2025, a subcommittee of the Heritage Preservation Commission reviewed a working draft to evaluate conformance with the city's Preservation Design Manual guidelines for the Downtown Historic District and provided comment and suggestions.

The goal of revising the Sign Ordinance is to make it easier to use (for businesses and staff) by reorganizing it and adding tables and graphics to display information; to ensure that maximum sizes are appropriate for the scale of our commercial properties, to discuss sign lighting; to clarify prohibited signs and temporary signs; and to make updates that reflect today's sign technology and standards,

The intention is to repeal and replace the existing sign ordinance with this proposed draft. (The existing sign ordinance is also included with this memo, and here is a link to it: [Excelsior Sign Ordinance](#)).

Please note, staff is still finalizing the flow and order of the sections of the ordinance and some of the numbering remains to be corrected.

Summary of Changes

The following identifies changes made to the content of our existing sign ordinance:

1. The definition of "sign" is amended to be more inclusive of language to determine what a sign is and what it is not.
2. The "Intent" section, 24-1, is new to the ordinance. This is generally a standard element of sign ordinances and it lays the foundation for the purpose of the ordinance.
3. To add clarity, definitions for the following have been added to *Zoning Code*,

Sec. 2-2 Definitions pertaining to signs: awning, awning sign, blade signs, commercial sign, conduit for illuminated signs, interpretive panel, feather sign, lawn sign, LED lighting, projecting sign, mural, valance.

4. To increase clarity, the following types of signs have been added to the list of prohibited signage: neon signs, feather signs, signs affixed to vehicles (see more below), balloons and stringers, inflatable signs, content classified as “obscene” as defined by MN Statute 617-241, and all other signs not expressly permitted by this ordinance.
5. Sandwich boards must meet additional standards in Section 24-4 (m)(1), but the size and location requirements remain the same.
6. The requirement for the submission of a comprehensive sign plan for multi-tenant buildings has been removed. It is our experience that the maximum of three signs per building (with option for additional signs if there are more than three tenants in a building, available with an administrative permit) and the maximum size permitted for each sign is enough to keep signs on buildings coordinated. Generally, we experience a tenant submitting an application to replace or add one sign, and not a property owner coordinating signs on the property.
7. A provision has been added that would allow two adjoining lots in a commercial district to share a monument sign that is larger than would be normally required for each individual lot. If the shared monument sign is proposed, each individual lot would give up their ability to have individual monument signs.
8. The maximum size for projecting signs in the Mixed Use and General Commercial districts is increased from 8 sf to 10 sf.
9. On awnings, the sign is required to be located on the valance and a maximum size of 7 sf and 8 inches in height.
10. The percentage of a window surface that may be covered in graphics (decal, painted) is limited to 50%.
11. Time period that a temporary sign may be in place is decreased from 30 days maximum, twice per year to 10 days maximum, three times per year.
12. A section relating to the removal of signs has been added to ensure the city has the proper enforcement standards relating to signs that are in violation of the ordinance.
13. Section 24-10 has been added to the ordinance, which is entitled “enforcement.” This allows the Zoning Administrator to administer and enforce the ordinance, states that it is unlawful to violate the ordinance, and explains how nonconforming signs are handled.
14. Section 24.11 has been added to address noncommercial speech.
15. This ordinance does not specifically address murals. The HPC has created a mural policy for the Downtown Historic District; more discussion is needed if this is to be addressed.
16. Setback requirements for all signs have been added.
17. Language to require that electrical conduits must be hidden from sight and must not damage the building.
18. It is our understanding that lawn signs are a concern for the city. A definition of lawn sign has been proposed, and lawn signs (aside from political signs, of course) are now considered temporary signs, which require an administrative

permit.

19. The section on artificial light sources has been revised to say that no part of the bulb is visible on any light fixture used on signage, and that the fixture can be on top of the sign only and not shine up towards the sky. The proposed ordinance allows back-lit signs but no internally lit signs. Internally illuminated signs continue to be prohibited.
20. The Preservation Design Manual guidelines for the downtown historic district and the Design Standards for other downtown commercial areas should be reviewed and brought into conformance with the zoning ordinance if necessary.

Role of the Planning Commission

The Planning Commission does not review sign applications and therefore, the details of the ordinance, will likely be unfamiliar. The sign ordinance is a section of the zoning ordinance and therefore, any amendment requires Planning Commission review and recommendation to the City Council. It is helpful to approach the ordinance with high-level questions such as what is the maximum sign size; how does the ordinance address lighting; how many signs can a property have; what restrictions are there on materials; and any other question or concern you may have. The ordinance should be able to address these kinds of questions, and you can determine if you think it does so in a way that will result in a city environment that is aesthetically pleasing, safe, supportive of businesses and their customers, allows freedom of choice, and is easy to navigate in and through. The "Intent" section of the ordinance identifies what the ordinance attempts to accomplish.

Recommended Action:

Staff recommends that the Planning Commission discuss the proposed sign ordinance amendment and recommend approval to the City Council of Ordinance 696.

Budget:

Attachments:

1. Ordinance No. 696
2. Existing Sign Ordinance, Sec. 24 of the Zoning Ordinance

ARTICLE 2. RULES AND DEFINITIONS

Sign related.

Awning: A structure made of fabric, metal, or other material, affixed to a building in such a manner that the structure serves as a protective cover over a door, entrance, walkway, or window.

Awning Sign: A sign with copy painted or affixed flat to the surface of an awning which does not extend vertically or horizontally beyond the limits of such awning.

Blade Sign: See Projecting Sign.

Commercial Sign: Any sign which serves to advertise and/or identify a product, service, or activity conducted on or off the premises on which the sign is located.

Conduit for Illuminated Signs: A protective piping system that houses and safeguards electrical wiring to attach to a power supply, ensuring a safe and organized installation, typically made of metal or plastic to shield wiring from moisture, dust, UV exposure, and physical damage. Conduit conceals wiring for a clean and professional appearance.

Interpretive Panel: A signage that provides information that interprets, via photographs or text, a natural historical, or cultural resource, event, or site. Panels shall be located only on sites directly related to the information contained in the sign.

Feather sign: A freestanding temporary sign consisting of a piece of flexible cloth, plastic or other similar material that is attached lengthwise to a single pole and designed to flutter/wave in the wind.

Lawn Sign: A freestanding temporary sign consisting of a piece of corrugated, plastic or other similar material that is attached to a wire "H-shaped" stake and inserted into the ground.

LED Sign Lighting: Lighting that uses light-emitting diodes (LEDs) to produce illumination.

Monument Sign: A freestanding sign that contains a solid or enclosed base and where the sign support post(s) is/are not visible. Base shall be constructed of materials that are consistent with and complementary to the building on the parcel.



Mural: A mural is a painting, mosaic, fresco or other artwork attached or applied directly to the exterior of a structure by or on behalf of the building owner. A mural does not include commercial signage, graffiti, billboards, campaign signs or ghost signs. Murals (like ghost signs) are considered public art, rather than signs.

Noncommercial Sign: Any sign that is not a commercial sign.

Projecting Sign: A type of sign that extends outward from a building or structure, typically mounted at an angle to the façade building, making it visible from a distance to pedestrians or drivers, and containing a business's graphics, text, or logo.

Sign. Any letter, word or symbol, poster, picture, statuary, reading matter or representation in the nature of advertisement, announcement, message or visual communication, whether painted, posted, printed, affixed or constructed, including all associated brackets, braces, supports, wires and structures, which is displayed for informational or communicative purposes.

Valance: A type of decorative fabric placed at the bottom and horizontally of an awning or canopy.

Wall Sign: A sign affixed, attached, posted, printed, or painted directly to the exterior wall of a building, and which is parallel to the building wall.



ARTICLE 24. SIGNS

Sec. 24-1. Intent.

The purpose of this section is to protect and promote the public health, safety, and general welfare of the citizens of the City of Excelsior through the establishment of a comprehensive and impartial set of regulations governing the installation, display, and use of signs serving as a visual media to persons on public or private properties within the City of Excelsior.

These regulations are intended to:

- (a) Preserve and protect property values and civic beauty, and not allow signs which detract from this objective due to excess size, height, number, visual impact, undesirable location, maintenance (or lack thereof), spacing, or illumination.

-
- (b) Provide for signs which are compatible with their surroundings and appropriate to the type of activity to which they pertain.
 - (c) Control signs which invade privacy, constitute a public nuisance, or increase the likelihood of accidents by distracting attention or obstructing vision.
 - (d) Establish standards which will permit businesses a reasonable and equitable opportunity for effective communication but will avoid excessive and unreasonable visual competition among sign displays.
 - (e) Allow a reasonable freedom of choice, while promoting a concern for the visual amenities for those persons designing, displaying, erecting, or utilizing signs in the City of Excelsior.
 - (f) Assure that the public health, safety, and general welfare of the citizens of the City of Excelsior is preserved.

Sec. 24-2. Prohibited signs.

- (a) Any sign, signal, marking or device which purports to be, is an imitation of, or resembles any official traffic control device, railroad sign or signal, emergency vehicle signs, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device or any railroad sign or signal shall be prohibited.
- (b) Signs within an easement, except for signs installed by authorized governmental agencies or approved by the holder of the easement.
- (c) 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.
- (d) Feather signs.



- (e) Sign or sign structures that obstruct any window, door, fire escape, stairway or opening intended to provide ingress or egress for any building structure.
- (f) Balloons, and stringers.
- (g) Signs that are tacked, painted, or posted on trees, fences, bridges, towers, similar public structures, utility posts, or other such supports.
- (h) Roof signs.
- (i) Billboards.
- (j) Signs which have become rotted, unsafe or unsightly.
- (k) Signs with rotating, moving parts, or changeable copy.
- (l) Signs placed on or affixed to vehicles and/or trailers which are parked on a public right-of-way, public property, or private property so as to be visible from a public right-of-way where the apparent purpose is to advertise a product or direct people to a business or activity located on the same or nearby property.
- (m) Content classified as "obscene" as defined by Minn. Stats. § 617.241.
- (n) Pylon signs.

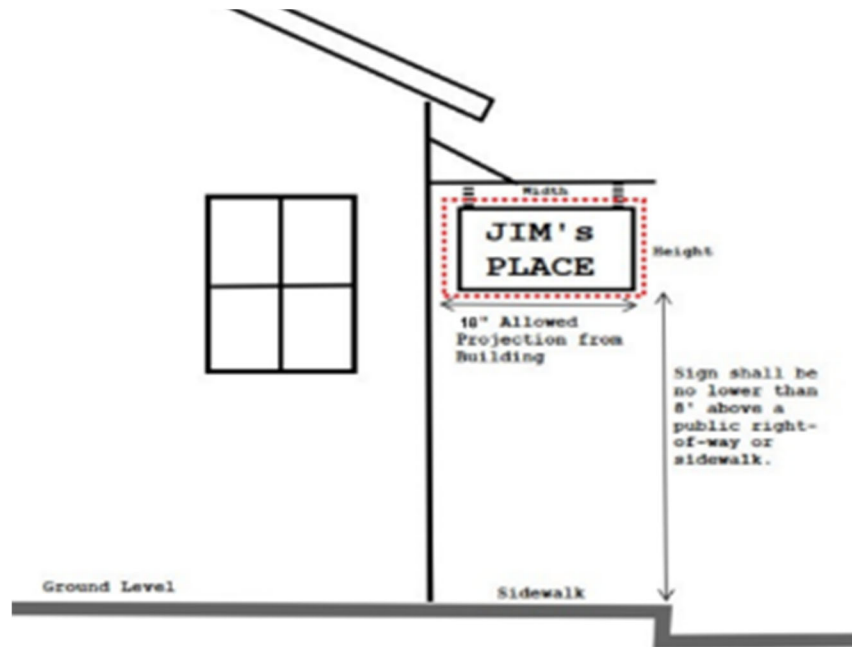


- (o) Multivision signs.
- (p) Video display signs.
- (q) Electronic graphic display signs.
- (r) Illuminated signs which change in color or intensity of light, flash, scroll, or are animated other than electronic reader boards for time and temperature or official signs and non-electronic reader boards and barber poles as permitted under Commercial zoning allowances of this article.
- (s) Artificially lit roofs or walls or portions thereof, except for security or to highlight architectural building features in accordance with Section 16-5.
- (t) Exterior neon signs.
- (u) Inflatable signs.
- (v) Temporary or permanent window signs or business graphics, whether printed or attached, exceeding more than 50% of window space in which they are displayed.
- (w) A mural that does not have permission of the owner of the property on which it is located..
- (x) Monument signs in the DC historic district.
- (y) All other signs not expressly permitted by this ordinance.

Sec. 24-3. General requirements and standards for permitted signs.

- (b) Signs and sign structures shall be properly maintained and kept in a safe condition. Sign or sign structures which are rotted, unsafe, deteriorated, or defaced shall be reprinted, repaired, or replaced by the owner or agent of the building upon which the sign stands. The ground around any sign shall be kept free of weeds and litter in conformance with Chapter 16 of the Code.
- (c) The construction of all permitted signs shall be in conformance with the provisions of the Minnesota Building Code.
- (d) No sign shall be attached or be allowed to hang from any building until all necessary wall and roof attachments have been approved by the city building official.
- (e) No signs, guys, stays or attachments shall be erected, placed or maintained on rocks, fences or trees nor interfere with any electric light, power, telephone, or telegraph wires or the supports thereof.
- (f) A sign and/or its structural components shall not move as a result of wind pressure.
- (i) The sign height shall be measured from the normal grade of the lot as approved by the Zoning Administrator.
 - (r) An awning sign shall be printed on the awning valance only.
- (l) A freestanding sign or sign structure (excluding sandwich boards) shall be constructed so that the faces shall not have an angle separating the faces exceeding twenty (20) degrees unless the total area of both sides added together does not exceed the maximum allowable sign area for that district.

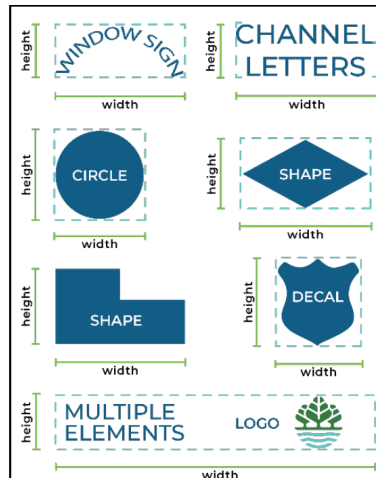
- (m) No sign or sign structure shall be placed on or protrude over the public right-of-way except projecting signs (maximum protrusion five (5) feet), wall (maximum protrusion six (6) inches), awning or canopy (maximum protrusion five (5) feet), marquee signs, and sandwich boards not to exceed eight (8) square feet per side. All signs located over public right-of-way or over any public or private access route (sidewalk, etc.) shall be located a minimum of eight (8) feet above surface grade.



- (n) Sandwich board signs:
- a. may only have two sign faces
 - b. shall be displayed only during business hours.
 - c. shall not impede pedestrian traffic or access to other public improvements.
 - d. shall be located on the ground in front of and within five (5) feet of the main entrance of the business it is advertising.
 - e. shall be three (3) to five (5) feet in height and shall be no greater than eight (8) square feet in size.
 - f. shall be made of wood or metal material.
 - g. if related to special events, such as event parking, or event flyers shall be reviewed the Zoning Administrator
 - h. number of sandwich boards allowed:
 - (a) one (1) sandwich board per business, per street frontage.
 - (b) one (1) additional sandwich board if for valet parking.

- (o) Sign Size Calculation

The area of a sign or area within a sign frame shall be used to calculate the square footage of the sign area. Should letters or graphics be mounted directly on a wall or fascia or in such a way as to be without a frame, the dimensions for calculating the square footage shall be as in the definition of sign area, as found in Article 2 of this Appendix E. Any symbols, flags, pictures, working figures or other forms of graphics printed on or attached to windows, walks, awnings, freestanding structures, suspended by balloons or kites or on persons, animals or vehicles shall be considered as a sign.



(p) Obsolete Signs

The owner or agent of the building and property shall remove any sign that has become obsolete including by reason of termination of the business or vacation of the premises within thirty (30) days.

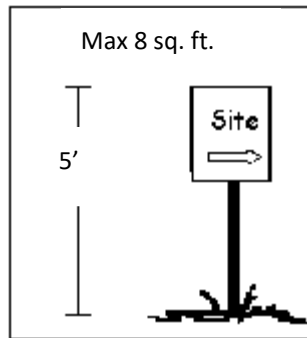
(q) All signage shall comply with the design standards and the requirements of the Heritage Preservation Commission, where applicable, as found in Chapter 20 of the Code.

(r) Signs for motor fuel facilities

a. Signs for motor fuel facilities shall be regulated by the sign provisions for the zoning district in which the facility is located, except that within a sign, with an area not to exceed ten (10) square feet shall be allowed for non-electric changeable copy identifying current fuel process in accordance with Minn. Stats. 239.751

Sec. 24-4. Permitted signs—no permit required.

- (a) Identification signs for one- and two-family dwellings, provided that such signs are less than two (2) square feet in area, address numbers exempted.
- (b) Pedestrian, vehicular-traffic, and parking directional signs in parking lots, provided such signs are less than eight (8) square feet in area and less than five (5) feet in height, unless located on the building, provided such sign does not constitute traffic hazard.



- (c) Traffic control signs, non-commercial governmental signs, local notices, railroad crossing signs, and temporary non-advertising safety or emergency signs.
- (e) Signs denoting the architect, engineer, contractor, or owner as follows:

One non illuminated sign when placed upon a work site, which does not exceed an aggregate of ten (10) square feet for residential property and thirty-two (32) square feet in area and eight (8) feet in height for non-residential property. Such signs must be removed within one (1) year of the date of issuance of a building permit or when the project is completed, whichever is sooner.
- (f) Non-commercial speech signs of any size and number may be posted on private property with the permission of the property owner beginning 46 days before the state primary in a state general election year until ten (10) days following the state general election, and thirteen (13) weeks prior to any special election until ten (10) days following the special election. Sign installation shall comply with the Fair Campaign Practices Act contained in Minn. Stats., Chapter 211B.
- (h) Real estate signs as follows:
 - (1) Temporary signs for the purpose of selling or leasing individual lots or buildings provided that such signs are less than ten (10) square feet for residential property and thirty-two (32) square feet for other property, have a maximum height of ten (10) feet, unless located on the building, and provided that only one (1) sign is permitted for each property. The signs must be removed within seven (7) days following the lease or sale.
- (i) Flags or insignia of any government or governmental agency.
- (j) Three signs, not exceeding four square feet each.
- (k) Existing historic signs as allowed by the Heritage Preservation Commission.
- (l) Maintenance of signs including repainting without changing the wording, composition, size, or colors; or minor nonstructural repairs, (except electrical repairs) shall not require a permit.

Sec. 24-5. Permitted signs—permit required.

- (a) The following signs are allowed with the issuance of a sign permit.

Table A. Permitted Signs - WALL SIGNS		
Zoning District	Number Allowed	Max Area
DC & CC (Single Tenant)	One (1) or Two (2) if located on street corner with double frontage	27 sf per sign
DC & CC (Multi-Tenant)	One per tenant located on first floor	27 sf per sign
MU (Single Tenant)	One (1) or Two (2) if located on street corner with double frontage	50 sf per sign
MU (Multi-Tenant)	One (1) per tenant located on first floor	50 sf per sign
GC (Single Tenant)	One (1) or Two (2) if located on street corner with double frontage	75 sf per sign
GC (Multi-Tenant)	One (1) per tenant located on first floor	75 sf per sign
Churches, Schools, Synagogues, Temples, or other public places [1]	One (1) or Two (2) if located on street corner with double frontage	32 sf per sign
[1] Exemptions to height and area requirements may be reviewed under a Conditional Use Permit		

Table B. Permitted Signs – FREESTANDING SIGNS AND MONUMENT SIGNS				
Zoning District	Number Allowed	Max Height	Max Area	Collaborative sign outside of Historic District
DC	One (1) free standing sign (no monument signs allowed)	Free standing 4.5 ft or 6 ft in front yard of residential structure used for commercial purpose	27 sf maximum	
CC	One (1) free standing sign Or One (1) monument sign	4.5 ft maximum	27 sf maximum	
MU	One (1) free standing post sign			

	Or One (1) monument sign			
GC	One (1) free standing sign Or One (1) monument sign	8 ft maximum	75 sf maximum	May substitute for a collaborative monument sign between multiple lots. Max area of 75 sf and max height 15 ft.
Churches, Schools, Synagogues, Temples, or other public places [1]	One (1) free standing Or One (1) monument sign	8 ft maximum	32 sf maximum	
[1] Double frontage lots may have two signs, one for each frontage. Exemptions to height and area requirements may be reviewed under a Conditional Use Permit				

Table C. Permitted Signs – PROJECTING SIGNS

Zoning District	Number Allowed	Max Area	Additional General Requirements
DC & CC	One (1)	Eight (8) sf	Must be a minimum of eight (8) ft above the ground. Sign and bracket shall extend no more than five (5) ft from building façade.
MU & GC	One (1)	Ten (10) sf	
R-1 & R-2 (Home Occupation)	One (1)	Eight (8) sf	

Table D. Permitted Signs – AWNINGS SIGNS

Zoning District	Number Allowed Single frontage	Number Allowed Corner lot with double frontage	Additional General Requirements	maximum dimensions
All Districts	One (1)	Two (2)	Must be a minimum of eight (8) ft above the ground. Maximum extension of five (5) ft from building façade	seven (7) square feet and eight (8) inches in height.

(b) Downtown Commercial (DC) and Cottage Commercial (CC) Districts.

- (1) Businesses shall not display more than three permanent signs, whether such signs be projecting, wall, freestanding, window, or awning, including signs for rear entrances.
- (2) Window lettering signs of less than six feet shall be excluded from this regulation.
- (3) More than three signs shall be allowed for multi-tenant buildings, provided that the aggregate square footage of sign space as outlined above is complied with and an administrative permit is approved by the zoning administrator in accordance with article 8 of this Appendix E.

-
- (4) No individual sign shall exceed 27 square feet in area, nor shall two or more signs be so arranged and integrated as to create a sign area of over 40 square feet.
 - (5) *Wall Signs.*
 - a. Multi-tenant buildings shall have wall signs of similar design. Each tenant is allowed one (1) wall sign in accordance with Table A except that a tenant space which has its only entrance on the side of the building not abutting a public street shall be allowed one (1) sign meeting the size requirements of Table A and located on the same wall as the tenant's only entrance. No signage is permitted for tenant entrances immediately adjacent to residentially zoned property.
 - b. Wall signs, if painted, shall not be applied directly onto unpainted brick or stone masonry. Exceptions may be made for concrete block. A backdrop shall be applied for painted wall signs and attached to brick or stone masonry
 - (5) *Awning Signs.*
 - a. Awnings installed on buildings in the DC District shall not obstruct significant architectural features.
- (c) Mixed Use Commercial (MU) and General Commercial (GC) Districts.
- (1) Businesses shall not display more than three permanent signs, whether such signs be projecting, wall, freestanding, window, or awning, including signs for rear entrances.
 - (2) Window lettering signs of less than six feet shall be excluded from this regulation.
 - (3) More than three signs shall be allowed for multi-tenant buildings, provided that the aggregate square footage of sign space as outlined above is complied with and an administrative permit is approved by the zoning administrator in accordance with article 8 of this Appendix E.
 - (4) No individual sign surface shall exceed 27 square feet in area (75 square feet in area in the GC district), nor shall two or more signs be so arranged and integrated as to create a sign area of over 40 square feet (100 square feet in area in the GC district).
 - (5) *Wall Signs.*
 - a. Multi-tenant buildings shall have wall signs of similar design. Each tenant is allowed one (1) wall sign in accordance with Table B except that a tenant space which has its only entrance on a side of the building not abutting a public street shall be allowed one (1) sign meeting the size requirements of Table B and located on the same wall as the tenant's only entrance. No signage is permitted for tenant entrances immediately adjacent to residentially zoned property.
 - (6) *Awning Signs.*
- a. Awnings installed on buildings in the DC District shall not obstruct significant architectural features. (d) Residential Districts (R-1, R-2, R-3, R-4).
- (1) The following zoning districts are allowed one (1) wall sign per household for a home occupation:
 - a. R-1, R-2, one (1) wall sign not to exceed 2.5 square feet, with a distance of six (6) inches from the back of the sign to the wall face.
 - (2) Churches, schools, synagogues, temples and other public places, and residential subdivisions or multi-family complexes may have up to three (3) signs.
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Sec. 24-6. Temporary Signs – Administrative temporary permit required.

- (a) The following signs shall require an administrative permit in compliance with Article 8 of this Appendix E. Banners, flags, nonpolitical lawn signs, posters, pennants, ribbons, displays, streamers or spinners used as a sign on private property.
- (b) The use of searchlights is allowed as permitted in Section 16-5 of this Appendix E and an administrative permit is required.
- (c) Where an administrative permit is required by this ordinance, application shall be made on forms furnished by the City. The applicant shall set forth their name, address, location of the proposed use and shall submit a drawing of the proposed use and any other information required by the Zoning Administrator, which will enable him to determine whether the proposed use meets the standards of this ordinance. An administrative permit, as described in this ordinance, is distinct from the sign permit required herein.
- (d) Administrative permits, for temporary signage, may be issued for a period not to exceed ten (10) consecutive days. Three (3) such permits may be allowed for each premises per calendar year, with the exception that each new commercial or industrial business, may be allowed one (1) additional ten (10) day permit, to announce the opening of the new business, provided such business has been issued a current Certificate of Occupancy for that business space. Permits may be issued for consecutive ten (10) day periods.
- (e) In the Public Institutional District or Churches, Schools, Synagogues, Temples temporary signage shall be limited to a period not to exceed thirty (30) days annually. There shall be no more than three such signs on any parcel and the total signage shall not exceed thirty (30) square feet. Temporary on-premises signs shall not be placed in the public right of way.
- (f) Temporary signs, off-premises. Off-premises temporary signs shall be limited to noncommercial Excelsior entities, displayed no more than ten business days, and located on private, city property or in the public right of way.
- (g) The Zoning Administrator shall be authorized to issue a temporary conditional administrative permit to alleviate hardships associated with public road construction projects.

Sec. 24-7. Sign Setbacks.

The following minimum requirements shall be observed in Residential Districts:

Sign Setbacks (Excluding Monument Signs) in Residential Districts				
	R1	R2	R3	R4
Front Yard Setback (feet)	3 feet	3 feet	3 feet	3 feet
Side Yard Setback (feet)	6 feet	5 feet	5 feet	5 feet
Rear Yard Setback (feet)	3 feet	3 feet	3 feet	3 feet

No part of any monument sign shall be closer than ten (10) feet from any lot line, or from the public right-of-way.

The following minimum requirements shall be observed in Commercial Districts:

Sign Setbacks (Excluding Monument Signs) in Commercial Districts				
	DC	CC	GC	MU

Front Yard Setback (feet)	0 feet	0 feet	3 feet	3 feet
Side Yard Setback (feet)	0 feet	0 feet	3 feet	3 feet
Rear Yard Setback (feet)	0 feet	0 feet	3 feet	3 feet

No part of any monument sign shall be closer than ten (10) feet from any lot line, or from the public right-of-way.

Sec. 24-8. Permits Required.

- (a) *Sign Permits.* No sign shall hereafter be erected, re-erected or altered, including the replacement of the business message, unless a permit for each sign has been obtained, unless no permit is required pursuant to Section 24-5. In addition, electrical permits from the State of Minnesota shall be obtained for all electric signs. Applications for a sign permit shall be made in writing on forms furnished by the Planning Department. Such application shall contain the location by street and number of the proposed sign structure, the erector, a scale drawing of the sign indicating material copy, and color location. Maintenance of signs including repainting without changing the wording, composition, size, or colors; or minor nonstructural repairs, (except electrical repairs) shall not require a permit.
- (b) *Sign Permit Fees.* Permit fees shall be in accordance with the City fee schedule as adopted by City Council. A double fee shall be charged if a sign is erected without first obtaining a permit for such sign. Permit fees shall be reduced by 50% for properties designated as historic.
- (c) *Revocation of Permit.* The Planning Department is hereby authorized to revoke a sign permit upon failure of the holder thereof to comply with any provision of this Chapter.
- (d) *Expiration of Permit.*
 - (1) A permit shall expire if the sign is not installed within one hundred eighty (180) days after issuance.
 - (2) A permit shall expire if the use of a sign has been discontinued for a period of one hundred eighty (180) days.

Sec. 24-9. Noncommercial speech.

Signs containing noncommercial speech are permitted anywhere that advertising or business signs are permitted, subject to the same regulations applicable to such signs.

Sec. 24-10. General provisions regulating use of artificial light sources for illuminated signs.

- (a) No internal lighting or back lighting of signs shall be allowed, regardless of the light source. Signage shall utilize illuminating devices mounted on top and facing downward of the display structure or illuminating signage from the back side. Artificial light sources shall not be placed at any height taller than is essential to accomplish the intended purpose.
- (b) Lighting underneath awnings, and up- and down-lighting of building facades, is prohibited
- (c) All signage shall comply with the outdoor lighting standards found in Section 16-5 of this Appendix E.
- (d) The light source shall not be directly visible and shall be arranged to reflect away from adjoining premises.
- (e) The illumination source shall not be placed so to cause confusion or hazard to traffic, or to conflict with official or traffic signs, signals, or lights. This includes indoor signs which are visible from public streets.
- (f) All artificial illumination of signs shall be turned off at the close of business or at 11:00 p.m., whichever occurs later.

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- (g) Electrical wiring for sign illumination shall be concealed with conduit. The conduit and electrical wiring for the light source shall be installed and arranged inconspicuously utilizing low-profile conduit, paint or cover, running conduit behind structures such as walls, furniture, or architectural features, raceway channels, or undergrounding.
 - (h) Sign conduit shall be installed in a way that minimizes damage to the building. Conduit that is drilled through exterior walls to the interior of a building shall be drilled through the mortar joints, not masonry, and shall be weatherproofed and sealed to prevent moisture intrusion. The mortar joint shall be wide enough to accommodate the conduit without compromising stability. If the conduit is larger than the mortar joint, drilling through the wall shall be prohibited.

Sec. 24-11. Enforcement.

- (a) It shall be the responsibility of the Zoning Administrator to administer and enforce the provisions of this section.
- (b) If any provision of this ordinance shall be adjudged void or of no effect, for any reason whatsoever, such decision shall not affect the validity of any of the other provisions of this ordinance.
- (c) It shall be unlawful for any person, firm, or corporation, to erect, alter, repair, move, equip, or maintain any sign or sign structure or cause or permit the same to be done in violation of any of the provisions of this ordinance.
- (d) Nonconforming signs shall be regulated as provided in Article 15 of this Appendix E.

Sec. 24-12. Removal.

- (a) The Zoning Administrator shall remove any sign immediately and without notice if it reasonably appears that the condition of the sign is such as to present an immediate threat to the safety of the public. Any cost of removal incurred by the City shall be assessed to the owner of the property on which such sign is located or may be collected in appropriate legal proceedings.
- (b) Signs in violation of this Ordinance placed on public property or in the public right-of-way are subject to immediate removal.
- (c) The owner, lessee, or manager of the property where a sign is located shall remove or correct a sign within thirty (30) days of the receipt of written notice from the Zoning Administrator that the sign is in violation or prohibited by this Appendix E.

Sec. 24-13. Variance.

The City Council may approve a variance, in conformance with article 6 of this Appendix E.

ARTICLE 15. NONCONFORMING, USES, STRUCTURES, LOTS AND SIGNS

Sec. 15-6. Nonconforming signs.

Any sign that existed lawfully on the effective date of the sign regulations of this Article that remains or becomes nonconforming by reason of adoption of these sign regulations or because of subsequent amendments to these sign regulations are considered nonconforming signs and their continuance is allowed in accordance with the following regulations:

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- (a) Ordinary repairs and maintenance, including the removing and replacing of outer panels is permitted, provided that the panels are replaced with identical panels and then no structural alterations or other work that extends the normal life of the nonconforming sign is permitted.
 - (b) Single panels on nonconforming multi-panel signs for multi-tenant buildings may be changed to reflect tenant changes.
 - (c) Besides (a) and (b) of this section, nonconforming signs may not be changed unless they are brought into compliance with the sign ordinance.
 - (d) No repair or alteration that increases the size of a nonconforming sign is permitted.
 - (e) No nonconforming sign may be moved in whole or in part to any other location on the same or any other premises unless every portion of such sign is made to conform to all regulations of these sign regulations.
 - (f) If a nonconforming sign is abandoned or the described business discontinued for a continuous period of 30 days or more, it must be discontinued and any subsequent sign must conform to all of the sign regulations in this article.
 - (g) If a nonconforming sign must be removed temporarily or is misplaced, the responsible party for that sign may receive administrative approval to continue the sign upon written request within the fifteen (15) day period of allowance of (f).

ARTICLE 24. SIGNS

Sec. 24-1. Signs regulations.

The purpose of this Appendix E is to further substantial governmental interest in pedestrian safety, traffic safety, environmental protection and aesthetics.

Sec. 24-2. Permits required.

Except as herein provided it shall be unlawful for any person to erect, alter, or relocate within the city any sign as defined in this Appendix E without first obtaining a permit to do so from the zoning administrator and making payment of the permit fee.

- (1) Application for permits shall be made upon a form provided by the zoning administrator, and shall state or have attached thereto the following information and shall include the sign permit fee set by the city council from time to time.
- (2) Unless waived by the zoning administrator, two blueprints or ink drawings of the plans and specifications and method of construction and attachment to the building or in the ground shall be submitted with the application.
- (3) Unless waived by the zoning administrator, a copy of stress sheets and calculations showing how the structure is designed for dead load and wind pressure in any direction in the amount required by this and all other laws and ordinances of the city.

Sec. 24-3. General provisions applicable to all signs.

- (a) The design and construction standards as set forth in the Uniform Sign Code, as may be amended, are hereby adopted.
- (b) The installation of electrical signs shall be subject to the state's electrical code. Electrical service to such sign shall be underground.
- (c) Any sign, signal, marking or device which purports to be or is an imitation of or resembles any official traffic control device or railroad sign or signal, or emergency vehicle signs, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device or any railroad sign or signal shall be prohibited.
- (d) Signs and sign structures shall be properly maintained and kept in a safe condition. Sign or sign structures which are rotted, unsafe, deteriorated, or defaced shall be reprinted, repaired, or replaced by the owner or agent of the building upon which the sign stands. The ground around any sign shall be kept free of weeds and litter in conformance with chapter 16 of the Code.
- (e) No sign shall be attached or be allowed to hang from any building until all necessary wall and roof attachments have been approved by the city building official.
- (f) No signs, guys, stays or attachments shall be erected, placed or maintained on rocks, fences or trees nor interfere with any electric light, power, telephone, or telegraph wires or the supports thereof.

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- (g) Illuminated signs shall be shielded to prevent lights from being directed at oncoming traffic. Nor shall such signs interfere with or obscure an official traffic sign or signal. This includes indoor signs which are visible from public streets.
 - (h) No sign shall be placed within any drainage or utility easement or within the public right-of-way except by the issuance of a license agreement in accordance with article 25 of this Appendix E.
 - (i) No sign or sign structure shall be erected or maintained that prevents free ingress or egress from any door, window or fire escape. No sign or sign structure shall be attached to a stand pipe or fire escape.
 - (j) A freestanding sign or sign structure constructed so that the faces are not back to back shall not have an angle separating the faces exceeding 20 degrees unless the total area of both sides added together does not exceed the maximum allowable sign area for that district.
 - (k) No sign or sign structure shall be placed on or protrude over the public right-of-way except wall (maximum protrusion 18 inches), canopy, awning, marquee, and nonilluminated sandwich board signs not to exceed eight square feet per side. All signs located over public right-of-way or over any public or private access route (sidewalk, etc.) shall be located a minimum of eight feet above surface grade.
 - (l) The top edge of a wall sign shall not extend above the mean level of the roof, except where there is a mansard roof, in which case the sign shall not exceed the height of the mansard.
 - (m) If a sign is not a part of the principal structure or attached thereof, the sign shall conform to the Appendix E setback requirements.
 - (n) The area of a sign or area within a sign frame shall be used to calculate the square footage of the sign area. Should letters or graphics be mounted directly on a wall or fascia or in such a way as to be without a frame, the dimensions for calculating the square footage shall be as in the definition of sign area, as found in article 2 of this Appendix E. Any symbols, flags, pictures, working figures or other forms of graphics printed on or attached to windows, walks, awnings, freestanding structures, suspended by balloons or kites or on persons, animals or vehicles shall be considered as a sign.
 - (o) The owner or agent of the building and property shall remove any sign that has become obsolete by reason of termination of the business or vacation of the premises.
 - (p) The owner, lessee, or manager of the property where a sign is located shall remove or correct a sign within 30 days of the receipt of written notice from the zoning administrator that the sign is in violation or prohibited by this Appendix E.
 - (q) All signage shall comply with the design standards and the requirements of the heritage preservation commission, where applicable, as found in chapter 20 of the Code.
 - (r) *comprehensive sign plans.*
 - (1) *Purpose.* Due to varying needs for signage for occupants of multi-tenant buildings; placement of different occupancies as they relate to street frontages; and challenges to the applicability of sign regulations and the fair distribution of permitted square footage for occupants, Comprehensive sign plans are required for occupants of multi-tenant buildings. The purpose of this section is intended to define how signage permitted under this code will be distributed among the different occupancies available in the development. The comprehensive sign plan shall create visual harmony between the signs and building and shall result in signs of appropriate scale and character to the uses and building on the lot.
 - (2) *Applicability.* A comprehensive sign plan shall be required for any multi-tenant building or development where different occupancies will compete for permitted square footage on a single lot.
 - (3) *Submission requirements.* An application for a comprehensive sign plan approval shall be submitted to the zoning administrator and shall include:

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- a. A site plan, dimensioned, showing the location of the building(s), structure(s), parking area(s), driveway(s), and landscaped areas of the lot upon which the proposed sign is to be attached or erected.
 - b. A table or tables containing:
 1. Computation of total allowable maximum sign area.
 2. Maximum area for individual signs.
 3. Height and number of ground signs.
 4. Lineal footage of front of building.
 5. Lineal footage of street frontage.
 - c. An accurate indication on the site plan of the location and orientation of each sign for which a permit is currently being requested, the anticipated location of future signs requiring a permit, and the location of all reasonably anticipated temporary signs.
 - d. A description and illustration may be required:
 1. Colors and materials to be used in sign construction.
 2. Location of each sign on building(s) with building elevations if necessary.
 3. All sign proportions.
 4. Types of illumination.
- (4) *Amendment.* A comprehensive sign plan may be amended by filing a new comprehensive sign plan, in conformance with the requirements of the sign ordinance in effect at the time and obtaining approval of the zoning administrator.
- (5) *Binding effect.* After approval of a comprehensive sign plan, no permanent sign shall be erected or placed by any owner or occupant of the building or property except in conformance with such plan and obtaining a sign permit.

(Ord. No. 598, § 2, 6- 3-2019)

Sec. 24-4. Prohibited signs.

The following signs are hereby prohibited:

- (1) Off-premises signs except for those allowed under sec. 24-6(4).

(Ord. No. 471, § 1, 9-6-2011)

- (2) Except for traffic control, all signs are prohibited within the public right-of-way or easements except that the zoning administrator may grant an administrative permit to locate signs, banners and decorations on or within the right-of-way, as allowed in subsections 24-3(h) and 24-3(k).
- (3) Revolving beacons, revolving signs, moving signs or parts thereof, zip flashers, flashing signs or similar devices, excepting time and temperature information, official signs or barber poles.
- (4) Content classified as "obscene" as defined by Minn. Stats. § 617.241.
- (5) Artificially lit roofs or walls or portions thereof, except for security or to highlight architectural building features in accordance with section 16-5.

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- (6) Illuminated signs which change in color or intensity of light, flash, scroll, or are animated other than electronic reader boards for time and temperature or official signs and non-electronic reader boards and barber poles as permitted under Commercial zoning allowances of this article. Electronic and non-electronic reader boards shall be maintained such that any loss of letters or illumination of letters shall necessitate discontinuance of sign use, until all letters and messages can be restored.
 - (7) Pylon signs.
 - (8) Changeable copy signs, electronic.
 - (9) Electronic graphic display signs.
 - (10) Multivision signs.
 - (11) Roof signs.
 - (12) Signs painted, attached or in any other manner affixed to trees or similar natural surfaces, or attached to utility poles, bridges, towers, or similar public structures.
 - (13) Video display signs.

(Ord. No. 657, § 1, 9-18-2023)

Sec. 24-5. Permitted signs requiring no permit.

The following signs shall be permitted without a permit:

- (1) Official signs.
- (2) All noncommercial speech signs of any size posted in any number from 46 days before the state primary in a state general election year until ten days following general election, and 13 weeks prior to any special election until ten days following the special election. Sign installation shall comply with the Fair Campaign Practices Act contained in Minn. Stats., chapter 211B.

(Ord. No. 459, § 1, 6-7-2010)

- (3) One sign shall be allowed per street frontage when a building or site is under construction provided that:
 - a. The sign shall not exceed 32 square feet in area and eight feet in height.
 - b. The sign shall not be illuminated.
 - c. Such sign shall be removed within one year of the date of issuance of a building permit or when the project is completed, whichever is sooner.
- (4) One sign shall be allowed per street frontage when a building is offered for sale or lease, provided that:
 - a. Within the residential districts, no sign shall exceed 12 square feet in area and four feet in height from existing grade for freestanding signs for single-family, two-family, townhouse, and quadraminium units; or 32 square feet in area or eight feet in height for multi-family or institutional uses.
 - b. Within all other zoning districts and in those cases where a parcel of land exceeds ten acres, regardless of its zoning, no sign shall exceed 32 square feet in area or eight feet in height from existing grade for freestanding signs.
 - c. All signage indicating that a property is for sale or lease shall be removed within seven days of sale or lease of the property.

(Ord. No. 598, § 1, 6- 3-2019)

- (5) Temporary signs printed or attached on the interior of a total window in areas zoned commercial, provided that they shall not exceed 25 percent of the total area of the window in which they are displayed.
- (6) Flags or insignia of any government or governmental agency.
- (7) One temporary sign per property in residential districts that does not exceed five square feet in size.
- (8) Existing historic signs as allowed by the Heritage Preservation Commission.
- (9) Three signs, not exceeding four square feet each.
- (10) Portable signs are permitted to occupy the public or private sidewalk within all commercial zoning districts subject to the following conditions:
 - a. The portable sign is located within five feet of the entryway to the subject business.
 - b. Display of such signs is permitted only during the business hours of the subject business.
 - c. Such signs shall not impede pedestrian traffic or access to other public improvements.
 - d. Such signs shall not be less than three feet no exceed five feet in height, and no less than three square feet or greater than six square feet in area.

(Ord. No. 471, § 2, 9-6-2011; Ord. No. 541, § 3, 7-18-2016; Ord. No. 657, § 1, 9-18-2023)

Sec. 24-6. Temporary signs requiring an administrative permit.

The following signs shall require an administrative permit in compliance with article 8 of this Appendix E.

- (1) Banners, flags, posters, pennants, ribbons, displays, streamers or spinners or inflatable devices used as a sign on private property or in the public right-of-way as specified in section 24-4 of this Appendix E, and as defined in article 2 of this Appendix E.
- (2) The use of searchlights as permitted in section 16-5 of this Appendix E.
- (3) Temporary signs, on-premises. The use of banners, pennants, displays and similar temporary and portable signs in areas zoned commercial shall be limited to a period not to exceed 30 days annually. The total time period for the use of temporary and portable signs for any property shall not exceed 60 days annually. There shall be no more than three such signs on any parcel and the total signage shall not exceed 30 square feet. Temporary on-premises signs shall not be placed in the public right of way.
- (4) Temporary signs, off-premises. Off-premises temporary signs shall be limited to non commercial Excelsior entities, displayed no more than ten business days, and located on private, city property or in the public right of way.

(Ord. No. 471, § 3, 9-6-2011)

Sec. 24-7. Nonconforming signs.

Nonconforming signs shall be regulated as provided in article 15 of this Appendix E.

Sec. 24-8. Signs permitted in R districts.

- (a) One sign for each dwelling and such sign shall not exceed two square feet in area per surface. Lots abutting more than one right-of-way shall be allowed one sign not to exceed two square feet in area per frontage.
- (b) Any multiple dwelling structure with four or more units shall be allowed one monument sign, not to exceed six feet in height or one wall sign, the aggregate square footage of sign space shall not exceed 32 square feet.
- (c) Other nonresidential uses permitted or conditionally permitted in the R districts shall be allowed one monument sign, not to exceed eight feet in height and one wall sign, the aggregate square footage of sign space shall not exceed 32 square feet.
- (d) One sign not to exceed two square feet in area shall be allowed for home occupations as provided for in article 31 of this Appendix E.
- (e) Exceptions in numbers of signs, height, or size of signs may be allowed for the signs indicated in section 24-8 by conditional use permit, as provided for in article 4 of this Appendix E, provided good cause for such variation is established by the applicant.

Sec. 24-9. Signs permitted in the DC district.

Within the DC district, signs are permitted subject to the following:

- (1) Businesses shall not display more than three permanent signs, whether such signs be projecting, wall, freestanding, window, or awning, including signs for rear entrances. Window lettering signs of less than six square feet shall be excluded from this regulation. More than three signs shall be allowed for multi-tenant buildings, provided that the aggregate square footage of sign space as outlined above is complied with and an administrative permit is approved by the zoning administrator in accordance with article 8 of this Appendix E.
- (2) The aggregate square footage of sign space per lot shall not exceed the sum of two square feet for each front foot of building plus one square foot for each front foot of building which fronts on a public right-of-way or public trail. The least width of a lot for purposes of this Appendix E shall be the front. In the case where the back of a building abuts on East or West Drive, that side also shall be considered as the front for computing sign space. For buildings with multiple public rights-of-way and/or public trail frontages, no more than 60 percent of the allowable sign area for the entire building shall be allowed on one building side.
- (3) No individual sign shall exceed 27 square feet in area, nor shall two or more signs be so arranged and integrated as to create a sign area of over 40 square feet.
- (4) Projecting signs shall not exceed eight square feet of sign space, extend more than five feet into the public right-of-way, nor be lower than seven feet above the public sidewalk.
- (5) Awning or canopy signs shall not exceed seven square feet in size or eight inches in height and shall be located in the lowest section of the awning/canopy and parallel to the building.
- (6) Freestanding signs that meet the Preservation Design Manual standards and are no more than four and one-half feet in height.

(Ord. No. 541, § 3, 7-18-2016; Ord. No. 625, § 8, 3-7-2022; Ord. No. 636, § 2, 6-6-2022)

Ord. No. 625, § 8, adopted March 7, 2022, amended the title of section 24-9 to read as herein set out. The former section 24-9 title pertained to signs permitted in the B-1 district.

Sec. 24-10. Signs permitted in the CC, MU, and GC districts.

Within the CC, MU, and GC districts, signs are permitted subject to the following:

- (1) Businesses shall not display more than three permanent signs, whether such signs be projecting, wall, freestanding, window, or awning, including signs for rear entrances. Window lettering signs of less than six feet shall be excluded from this regulation. More than three signs shall be allowed for multi-tenant buildings, provided that the aggregate square footage of sign space as outlined above is complied with and an administrative permit is approved by the zoning administrator in accordance with article 8 of this Appendix E.
- (2) The aggregate square footage of sign space per lot shall not exceed the sum of two square feet per front foot of building, plus one square foot for each front foot of lot not occupied by such building which fronts on a public right-of-way 50 feet or more in width, or which fronts on a public trail. The least width of a lot for purposes of this Appendix E shall be the front. For buildings with multiple public right-of-way or public trail frontages, no more than 60 percent of the allowable sign area of the entire building shall be allowed on one building side.
- (3) No individual sign surface shall exceed 27 square feet in area (75 square feet in area in the GC district), nor shall two or more signs be so arranged and integrated as to create a sign area of over 40 square feet (100 square feet in area in the GC district).
- (4) Projecting signs shall not exceed eight square feet of sign space, extend more than five feet into the public right-of-way, nor be lower than seven feet above the public sidewalk.
- (5) Awning or canopy signs shall not exceed seven square feet in size or eight inches in height and shall be located in the lowest section of the awning/canopy and parallel to the building.
- (6) Freestanding signs that meet the Preservation Design Manual standards and are no more than four and one-half feet in height for properties located within the Excelsior Downtown Historic District. Monument signs no more than four and one-half feet in height (eight feet in the GC district) shall be permitted outside the Excelsior Downtown Historic District only as conditional uses in conformance with article 4 and article 24 of this Appendix E.
- (7) Motor fuel facilities. Signs for motor fuel facilities shall be regulated by the sign provisions for the zoning district in which the facility is located, except that within a sign, an area not to exceed ten square feet shall be allowed for non-electronic changeable copy identifying current fuel prices in accordance with Minn. Stats. § 239.751.

(Ord. No. 541, § 3, 7-18-2016; Ord. No. 625, § 8, 3-7-2022)

Ord. No. 625, § 8, adopted March 7, 2022, amended the title of section 24-10 to read as herein set out. The former section 24-10 title pertained to signs permitted in the B-2, B-3, B-4, B-5, and B-6 districts.

Sec. 24-11. General provisions regulating use of artificial light sources for illuminated signs.

- (a) No internal or back lighting of signs shall be allowed. All artificially illuminated signs shall only use that amount of artificial light as is needed to light the sign. All signage shall utilize illuminating devices mounted on top and facing downward of the display structure or lighting directed up toward the sign. Specifically, wattage and lumen output of all light sources shall be kept to the minimum necessary to accomplish this purpose. All lighting shall be of a warm color and glare or reflected light which is a by-product of all light shall be kept to a minimum. Artificial light sources shall not be placed at any height taller than is essential to accomplish the intended purpose.

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- (b) Flashing signs shall be prohibited in all zoning districts..
 - (c) All signage shall comply with the outdoor lighting standards found in section 16-5 of this Appendix E.
 - (d) Artificial light fixtures shall be of a design such that the light sources, i.e., the light bulb is fully enclosed by opaque material and does not project beyond them, and such that light may be transmitted in only one direction except that incandescent light bulbs with a wattage of 50 watts or less or neon tubes need not be fully enclosed. Any diffusers must be flush mounted to the opaque fixture such that no part of the light source, the diffuser itself, or the like, projects beyond the opaque portion of the fixture.
 - (e) All artificial light sources shall be contained in fully opaque fixtures which control the light such that the light is directed either straight down or straight up, or is located so close to the sign that there is no broadcast or glare of light beyond the sign. It is intended that the visibility of the light source itself, i.e., the light bulb, be minimal.
 - (f) All artificial illumination of signs shall be turned off at the close of business or at 11:00 p.m., whichever occurs later.

(Ord. No. 504, § 2, 10-7-2013; Ord. No. 541, § 3, 7-18-2016)

Sec. 24-12. Variance.

The city council may approve a variance, in conformance with article 6 of this Appendix E.

(Ord. No. 429, 7-21-2008)

ITEM REPORT

To: Planning Commission

From: Julia Mullin, Community Development Director

Meeting Date: April 27, 2026

Department/Office: Community Development

Item Name: Public Hearing - Amendment to Zoning Ordinance, Appendix E, Sec. 15-6 - Nonconforming Structures.

Summary:

Background

In January 2026 the Planning Commission had a discussion with the city attorney about nonconforming structures. The Commission had recently considered several residential review permit applications that proposed additions on existing structures that were nonconforming with regard to some zoning standards. In the course of the discussion, we confirmed that a nonconforming structure may continue to exist, could be rebuilt as is, and changes could be made to it, but the nonconformity (for example, the height or a setback), could not be expanded. If an expansion of a nonconformity were desired by a property owner, a variance request would be required.

Zoning Ordinance, Article 15, Sec. 15-4 Nonconforming structures states:

Expansions. No nonconforming structure may be expanded, enlarged, or extended in a manner that increases an existing nonconformity.

Proposed Ordinance Amendment

Staff is proposing that we add a definition of “expansion” to our ordinance that makes clear what “expansion” means. The city attorney recommended a definition from the city of Minnetonka’s ordinance:

Expansion - Any increase in dimension, size, area, volume, or height, any increase in the area of use, any placement of a structure or part thereof where none existed before, any addition of a site feature such as a deck, patio, fence, driveway, parking area, or swimming pool, any improvement that would allow the land to be more intensely developed, any move of operation to a new location on the property, or any increase in intensity of use based on a review of the original nature, function or purpose of a non-conforming use, the hours of operation, traffic, parking, noise, exterior storage, signs, exterior lighting, types of operations, types of goods or services offered, odors, area of operation, number of employees, and other factors deemed relevant by the city. Expansion is

synonymous with "enlargement" and "intensification."

Recommended Action:

Staff recommends that the Planning Commission discuss the proposed amendment and recommend approval of Ordinance No. 697 to the City Council.

Budget:

Attachments:

1. Ordinance No. 697

ORDINANCE NO. 697

**AN ORDINANCE TO AMEND APPENDIX E, ARTICLE 15 NONCONFORMING
USES, STRUCTURES, LOTS, AND SIGNS, SECTION 15-2 GENERAL
PROVISIONS OF THE EXCELSIOR CITY CODE TO ADD DEFINITION OF
“EXPANSION”**

The City Council of the City of Excelsior hereby ordains as follows:

Section 1. Appendix E, Article 15, Section 15-2 Definition of the Excelsior City Code is amended as follows:

(f) Expansion - Any increase in dimension, size, area, volume, or height, any increase in the area of use, any placement of a structure or part thereof where none existed before, any addition of a site feature such as a deck, patio, fence, driveway, parking area, or swimming pool, any improvement that would allow the land to be more intensely developed, any move of operation to a new location on the property, or any increase in intensity of use based on a review of the original nature, function or purpose of a non-conforming use, the hours of operation, traffic, parking, noise, exterior storage, signs, exterior lighting, types of operations, types of goods or services offered, odors, area of operation, number of employees, and other factors deemed relevant by the city. Expansion is synonymous with "enlargement" and "intensification."

Section 2. This Ordinance is effective in accordance with Section 3.06 of the Excelsior City Charter.

Adopted by the Council of the City of Excelsior, Minnesota, this ____ day of _____ 2026.

Gary Ringate, Mayor

ATTEST:

Hilary Vokovan, City Clerk

Kristi Luger, City Manager

First Reading of Ordinance:
Second Reading and Adoption:
Publication of Ordinance:
Effective Date:



Item: 4.E.

ITEM REPORT

To: Planning Commission

From: Jess Long, City Planner

Meeting Date: April 27, 2026

Department/Office: Community Development

Item Name: 35 Center Street - PC Resolution 2026-04 Approving Variances from height, front yard setback, and wall plane standards

Summary:

BACKGROUND

The resolution approving the Residential Review Permit for 35 Center Street is before the Planning Commission for approval. The resolution affirms the decisions and conditions approved by the Planning Commission at the March 23, 2026.

35 Center Street- PC Resolution 2026-04

- A. Residential Review Permit approved for multiple additions on existing single-family home.
- B. The City Council has approved the front yard setback, wall plane, and height variances for the project.

Recommended Action:

It is recommended that the Planning Commission approve PC Resolution 2026-04 that affirms the Planning Commission's approval of the RRP at their March meeting.

Budget:

Attachments:

None



Item: 5.B.

ITEM REPORT

To: Planning Commission
From: Jess Long, City Planner
Meeting Date: April 27, 2026
Department/Office: Community Development
Item Name: Mini Master Plan - The Commons

Summary:

Recommended Action:

Summary

The Mini Master Plan and Playground Design Project Advisory Committee (PAC) held its second meeting with Bolton and Menk on Friday, April 10. The meeting focused on site history and reviewing three mini master plan design concepts. The PAC approved the concepts to be displayed for public feedback with the request that Bolton and Menk include additional seating and picnic areas in all renderings.

In addition to the in-person community engagement event held on April 16th, there is an online survey which opened on April 16 at 4:00PM and will close on April 30 at 4:00PM. The HPC will review and provide comments at their April 28th meeting. Following HPC review, the Parks and Recreation Commission will review the Mini Master Plan in May and there will be an additional Public outreach event in June. The public outreach event is tentatively planned for a Rotary concert in The Commons. The City Council will review the Commissions' and PAC comments before approving the Mini Master Plan.

The Planning Commission does not need to take any action, but Commissioners are encouraged to participate in the survey and let other residents know about the Mini Master Plan.

Budget:

Attachments:

1. Revised PAC Meeting Boards

PROJECT OVERVIEW GUIDING PRINCIPLES

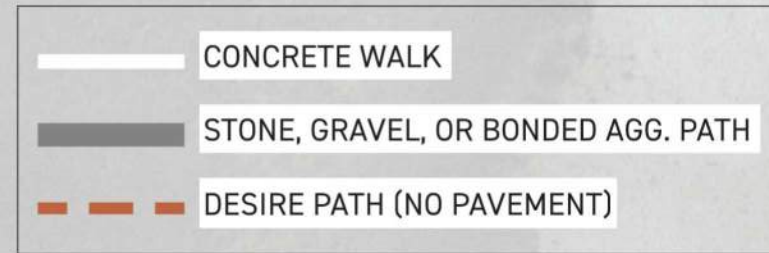
- 1. Keep it Grounded:** Be rooted in the master park plan and on-going stakeholder feedback
- 2. Make it Durable:** Consider the land, trees and water as primary infrastructure and design maintainable and sustainable features
- 3. Make it Flexible:** Develop design solutions to create flexibility in day-to-day and seasonal use to maximize park functionality
- 4. Make it Accessible:** Preserve and create sight lines, make circulation welcoming and accessible
- 5. Be Implementable:** On time and on budget

PROJECT OVERVIEW GOALS

1. **Beaches & Water Quality:** Investigate and offer solutions for water quality and beach functionality
2. **Accessible Site:** Site circulation and site lines that are beautiful and safe
3. **Clear Design Identity:** The plan clearly establishes design direction that is grounded in Excelsior's identity
4. **Site Programming:** Incorporate site functions and flexibility as agreed upon with stakeholders
5. **Implementation Strategy:** The development of a clear path forward for project sequencing
6. **Playground Integration:** The design of a playground that is of the function, style, and budget that can move forward in the near future
7. **Cohesion:** The design is aesthetically cohesive with the previous phases of work completed within the Commons.

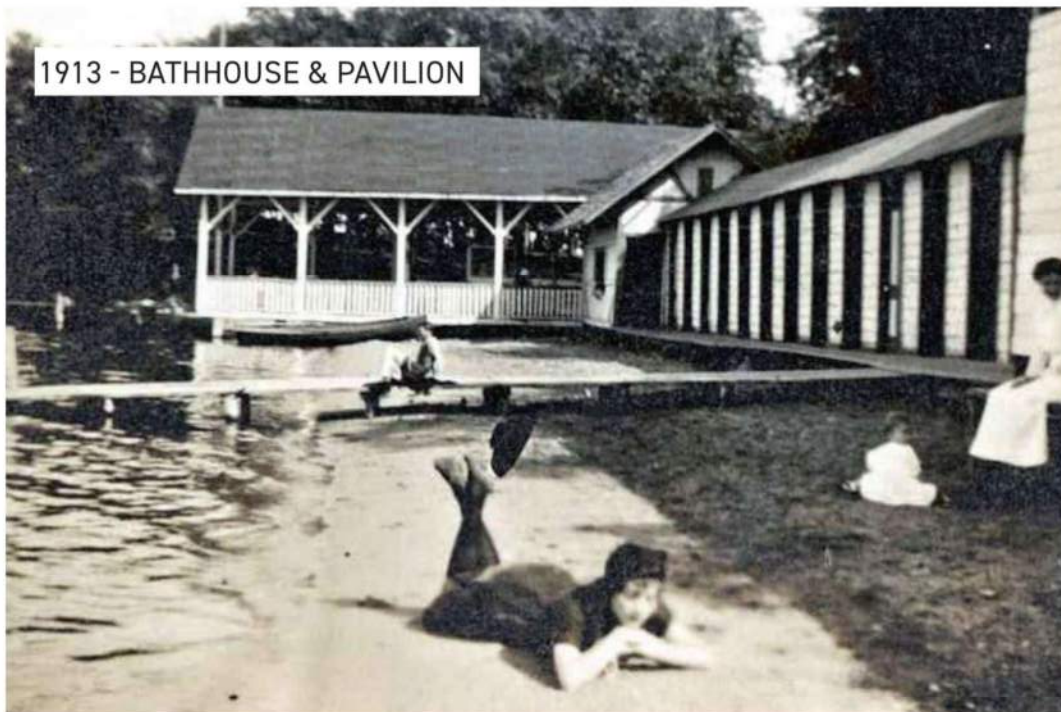
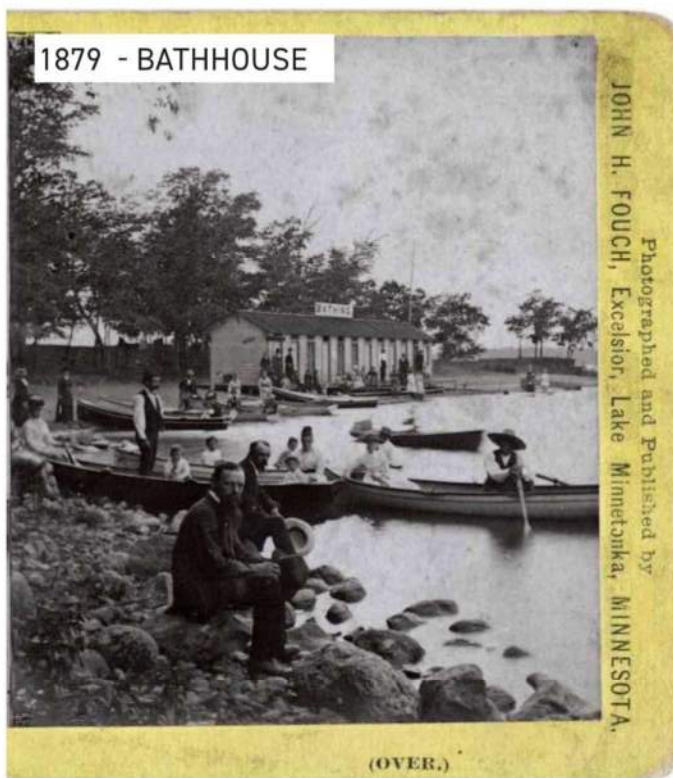
EXISTING CONDITIONS

CIRCULATION LEGEND



EXISTING CONDITIONS





IMAGES SOURCE: EXCELSIOR LAKE MINNETONKA HISTORICAL SOCIETY
[HTTPS://MNCOLLECTIONS.ORG/DETAIL/ENTITIES/18467](https://mncollections.org/detail/entities/18467)

AERIAL SOURCE: UNIVERSITY OF MINNESOTA HISTORICAL AERIAL PHOTOGRAPHS
[HTTPS://APPS.LIB.UMN.EDU/MHAPO/](https://apps.lib.umn.edu/mhpo/)

CONCEPT A



CONCEPT A

VIEW 1



EXISTING CONDITIONS



CONCEPT A

VIEW 2



EXISTING CONDITIONS



CONCEPT A

EXAMPLE IMAGES

Building Structure



multi-purpose, at-grade

Play



utilizes existing topography



slides integrated into existing hillside & tree canopy



netting, climbing, tree-house style play integrated into existing hillside & tree canopy



Water Access



dock and swimming beach enclosure



ADA paddlecraft launch

Athletic Courts



half court basketball

Stormwater Management



green stormwater infrastructure

CONCEPT B

LAKE MINNETONKA



CONCEPT B

VIEW 1



EXISTING CONDITIONS



CONCEPT B

VIEW 2



EXISTING CONDITIONS



CONCEPT B

EXAMPLE IMAGES

Building Structure



restroom + watercraft rental building with rooftop overlook space



existing architectural style to be integrated into new buildings



restroom + watercraft rental building built into the hillside

Teen Programming



hammock grove

Play



hillside embankment slide



traditional play equipment



hill top play node integrated with existing mature tree canopy

Pathways



promenade

CONCEPT C

LAKE MINNETONKA



CONCEPT C

VIEW 1



EXISTING CONDITIONS



CONCEPT C

VIEW 2



EXISTING CONDITIONS



CONCEPT C

EXAMPLE IMAGES

Building Structure



existing architectural style to be integrated into new hilltop restroom

Play



play adjacent to beach



towers, slides, natural materials



traditional play structure, accessible

Lawn Games



table tennis



bag toss



bocce ball



shuffleboard

Gathering / Seating



fire pit nodes with seating



terraced steps / seating at sport



bench swings



waterfront terraced stone



waterfront terraced steps



beach terraced steps / seating



EXISTING CONDITIONS



CONCEPT A



CONCEPT B



CONCEPT C

