

**Check List for Wall Signs (flush against building) in the H-O District  
and on Heritage Preservation Sites **5-13-21 DRAFT****

See [LDC Chapter 34 Article 6.10 \(F\)](#) (scan down to (F)) for complete wall sign regulation language;  
see reverse side for list of all sign types.

The checklist below is based on Ordinance 1006 LDC amendments effective August, 30, 2019.

Note: This check list is not a part of the official application process, but is intended to be used as an aid to applicants in planning their wall signs only. These factors are an important part of the approval decision of the HPC. If unsure how any of the following regulations apply in your case, please consult early with the City Planner (<https://www.ci.northfield.mn.us/285/Planning-Zoning>).

<b><u>Does your sign plan meet the following specifications?</u></b>		<b><u>Yes</u></b>
1. Size:		
	a. Does not exceed 1 ½ sq. ft. for each lineal foot of building frontage	<input type="checkbox"/>
	b. For multiple frontages, does not exceed 2 ½ sq. ft. /lineal foot of frontages or 100 sq. ft.	<input type="checkbox"/>
2. Placement:		
	a. Does not obscure any architectural details (e.g., decorative brickwork, stone arches)	<input type="checkbox"/>
	b. Is consistent with historical placement (see Figure 6-3 on reverse side)	<input type="checkbox"/>
3. Shape:		
	a. Is rectangular	<input type="checkbox"/>
	b. Has a raised rectangular border	<input type="checkbox"/>
4. Colors:		
	a. Colors coordinate with the building façade	<input type="checkbox"/>
	b. Combines soft/neutral shades and dark/rich shades <sup>1</sup>	<input type="checkbox"/>
5. Material:		
	a. Made of wood, metal or weatherproof material (but not appearing to be plastic)	<input type="checkbox"/>
6. Message:		
	a. Legible and relates to nature of business <sup>2</sup>	<input type="checkbox"/>
	b. Lettering and any logo/images, etc. do not occupy more than 60% of sign area	<input type="checkbox"/>
	c. Lettering and any logos/images, etc. do not extend outside the sign borders	<input type="checkbox"/>
	d. Telephone numbers and websites (if included)	
	i. Are clearly secondary to primary message	<input type="checkbox"/>
	ii. Occupy no more than 20% of the total sign area allotted to lettering	<input type="checkbox"/>
7. Lettering:		
	a. Uses individual raised lettering	<input type="checkbox"/>
	b. Uses no more than two colors of sign lettering	<input type="checkbox"/>
	c. Uses serif fonts	<input type="checkbox"/>
	d. Uses no more than two lettering styles	<input type="checkbox"/>
	e. Made of wood, metal or weather proof material	<input type="checkbox"/>
7. Illumination (complete this section only if external lights or internal signs are included):		
	a. External illumination of signs	
	i. Uses incandescent, LED or fluorescent light shining onto sign	<input type="checkbox"/>
	ii. Does not shine directly onto the ground or adjacent buildings	<input type="checkbox"/>
	iii. Is continuous white light (not rotating/flashing/intermittent unless for public service, time/temperature or theater signs)	<input type="checkbox"/>
	iv. Fixtures complement historic character of district	<input type="checkbox"/>
	b. Internal signs	
	i. If internally illuminated "lightbox/cabinet" sign, is an "OPEN" sign	<input type="checkbox"/>
	ii. If exposed neon sign, is installed inside window or interior of building	<input type="checkbox"/>

<sup>1</sup> Language reads: "A combination of soft/neutral shades and dark/rich shades will best reflect the historical time period."

<sup>2</sup> Language reads: "These requirements may be accomplished through the use of words, pictures, names, symbols and logos."  
(see reverse side for Figure 6.3)

**General regulations in LDC 6.10 (F)** that apply to all sign types include the following:

- Signage shall be designed to enhance and complement the historic character of buildings within the downtown district.
- All sign permits for the property within the H-O District [Historical District] shall comply with both the C1 [downtown commercial area] and H-O District requirements of this section.

**LDC 6.10 (F)(6) Sign Types** (each have their own regulations)

**(a) Wall Signs.** These are signs mounted flush against the building or painted directly on the building.

**(b) Projecting Signs.** These are signs that protrude from the building's surface. They include perpendicular signs that hang out over the sidewalk, marquee signs, and other variations.

**(c) Ground Signs.** These are signs that are not attached to the building.

**(d) Window Signs.** These are signs either painted or hung on the windows visible to the public from the exterior.

**(e) Upper Story Window Signs.** These are signs either painted or hung on windows visible to the public from the exterior.

**(f) Awning Signs.** A sign printed on an awning along the valance or skirt.

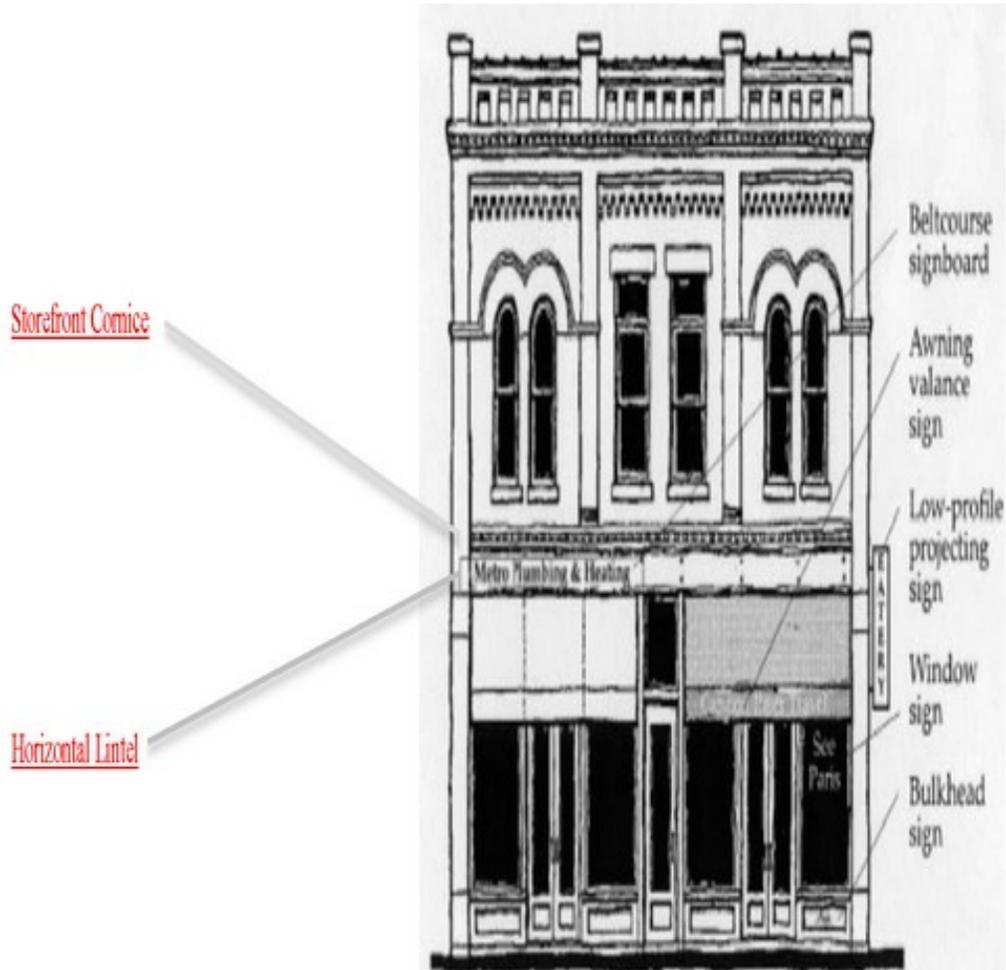


Figure 6-3: Illustration of where signs are historically attached to buildings in the downtown histo