



CITY OF SAUSALITO PLANNING DIVISION MEMORANDUM

Date: November 30, 2011
To: Historic Landmarks Board (HLB)
From: Lilly Schinsing, Associate Planner 
Subject: **HLB Study Session Review #1 of a Sign Permit and Modified Design Review Permit for 660 Bridgway (APN: 065-133-25)**

Summary:

The applicant and owner, Chris Henry, is proposing modifications to an existing Design Review Permit for exterior renovations to an existing commercial building located in the City's C-C (Central Commercial) Zoning District and Historic Overlay District at 660 Bridgeway. In addition, a Sign Permit is requested for restaurant signage in the Historic District. The requested permit applications are required in conjunction with the new use of the upper level of the building as a restaurant and bar/bakery.

Requested Modified Exterior Renovations:

On March 16, 2011 the Historic Landmarks Board and Planning Commission adopted Resolution 2011-05 which approved a Design Review Permit for the rehabilitation of the building in association with the restaurant use. The applicant is requesting modification of this approval as follows:

- ❖ **New front entry door design.** The original design was an ornate sea-life themed stained glass door. The request is to modify the door design. The new door is more simplified and restrained, includes bronze, wood and glass elements and a half circles to reflect the building's unique architecture. See **Attachment 2** for the existing, approved and proposed front entry door.
- ❖ **Extension of rear second level deck.** The existing rear second level deck is setback approximately 2' 6" feet from the first level deck below it. The request is to extend the second level deck approximately 2' 6" so that it is in line with the first level deck below. This change would provide more space for tables and chairs (the number of tables and chairs would not increase). See **Sheet A1.1 of Attachment 3** for the floor plan.
- ❖ **Color Palette.** The original approval called for a palette of greens and natural wood colors. The applicant is requesting to modify the color palette. A colors board will be presented to the HLB at the study session for review.
- ❖ **Treatment of Arches.** The original approval called for the sandblasting of the arches. The request is to skim coat the arches with a natural concrete color. The applicant has provided a postcard (see **Attachment 3**) as an example of what the applicant would like the arches to look like.
- ❖ **Relocation of Fireplace.** The original approval called for the gas fireplace to be located in the southwest corner of the restaurant. The request is to relocate the fireplace to the west of the restaurant (approximately center) near the window. See **Sheet A1.2 of Attachment 3** for the roof plan. The flue would also be relocated on the roof. See **Sheet A2.2 of Attachment 3** for the elevations.
- ❖ **New Skylight.** The applicant is requesting to install a new skylight above the reception area. The skylight would be conditioned to match the original approval

for other skylights (low profile, painted to match roof color, etc.). See **Sheet A1.2** of **Attachment 3** for the roof plans.

The approved plans are provided in Attachment 4.

Requested Sign Permit:

The applicant is requesting a sign permit for business identification signage for the Barrel House restaurant. The signage would be located above the front door, on the front of the restaurant and on the southside roof. Signage is depicted in **Attachment 2**. Staff is continuing to work with the applicant on completeness issues with the signage (including gathering required information regarding text size, typography, attachment details, etc.) It is anticipated that these details will be presented at the HLB study session.

HLB Study Session:

Pursuant to Section 10.46.060 of the Zoning Ordinance, a Design Review Permit to be jointly reviewed by the Historic Landmarks Board and the Planning Commission is required when any exterior modifications to a building in the Historic Overlay District are proposed. Additionally, if a sign is proposed in the Historic Overlay District the HLB and Planning Commission must review the sign pursuant to the Historic District Guidelines for sign permits (see **Attachment 6**). The purpose of the HLB study session is to review the proposed renovations prior to the joint HLB/PC hearing (date yet to be determined) and provide direction to the applicant if necessary.

Attachments:

1. Project Description prepared by Chris Henry date stamped October 27, 2011
2. Renderings, date stamped October 27, 2011
3. Proposed Modified Project Plans, date stamped October 27, 2011
4. Approved Project Plans
5. Postcard, date stamped October 27, 2011
6. Historic District Sign Guidelines

I:\CDD\PROJECTS - ADDRESS\Bridgeway 660\CUP SP 11-332\HLB Routing Memo 11-30-11.doc

RECEIVED

OCT 27 2011

CITY OF SAUSALITO
COMMUNITY DEVELOPMENT

Chris Henry
660 Bridgeway Blvd.
Sausalito CA 94965

10/27/11

HLB and Planning

Lily Schinsing

420 Litho Street

Sausalito CA 94965

RE: 660 Bridgeway

Dear HLB Members and Planning Commissioners,

I am requesting the following items to be included with our renovation project of the upstairs restaurant located at 660 Bridgeway.

1. Change the front door to Barrelhouse door to go with concept. Same artist making bronze and glass, just a different vibe to go with the gastro pub concept and the unique architecture (barreled ceiling).
2. Bring the second level deck outside even with the deck below. Currently with the existing deck, we have a pinch point making the deck awkward for the public to move about and to have any commercial vitality.
3. Adjust the colors to blend in with the natural surrounding with the trees and the adjacent park.
4. Skim coat arches with natural concrete color to return to the original design. (See postcard). Same basic look as previously approved.
5. Relocate approved fireplace back to where the original fire pit was near the center window. This will allow people from the street to see fire pit.
6. New signage for "Barrelhouse" above front door, front of building and side. Signs to be softly backlit (see postcard)
7. Install 30"x60" skylight above host/hostess / reception area at top of steps, to match previously approved skylights.

Thank you for your kind consideration.


Chris Henry
Barrelhouse

ATTACHMENT 1



Proposed

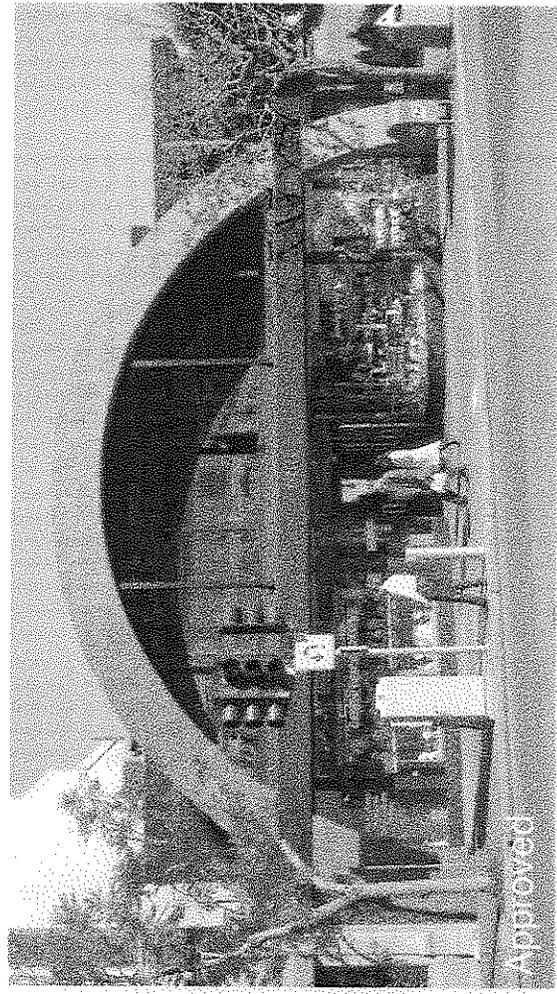


Approved

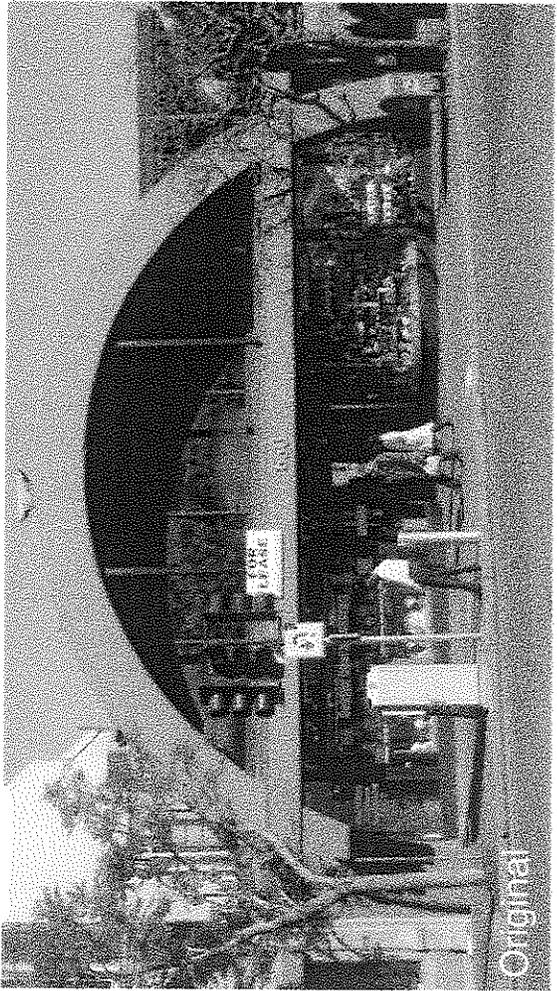


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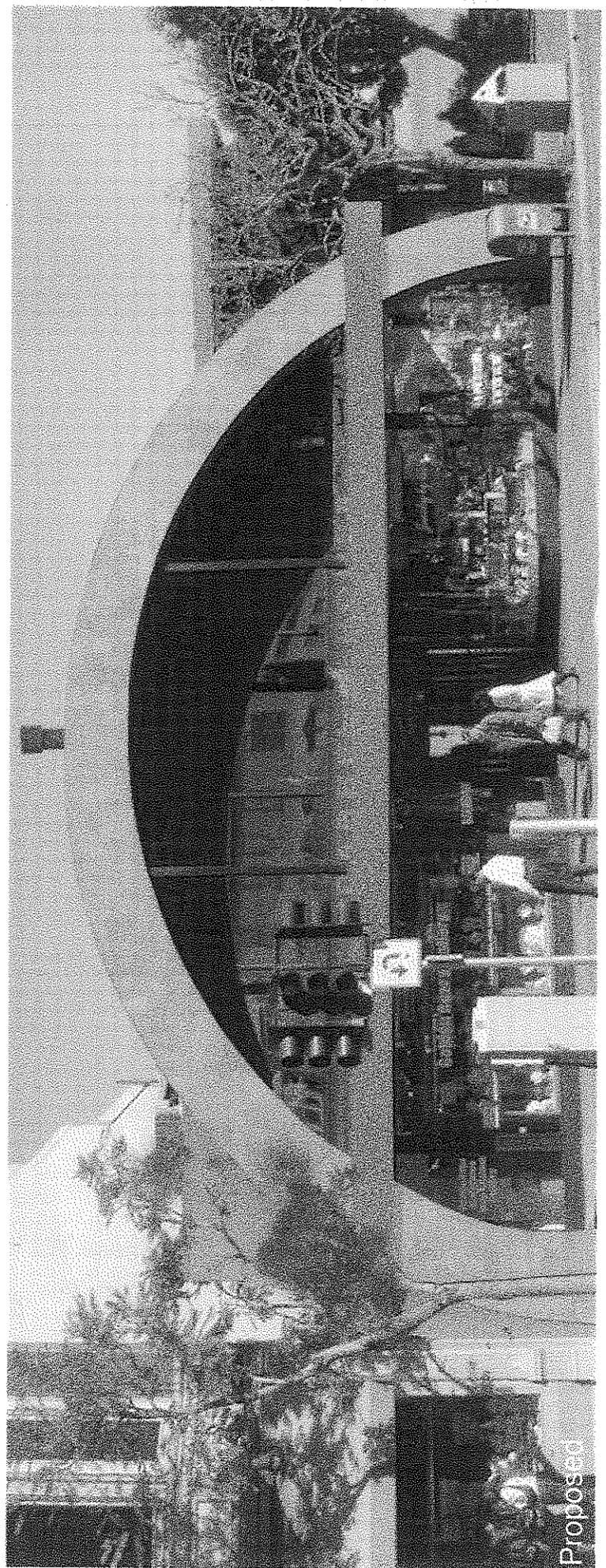
ATTACHMENT 2



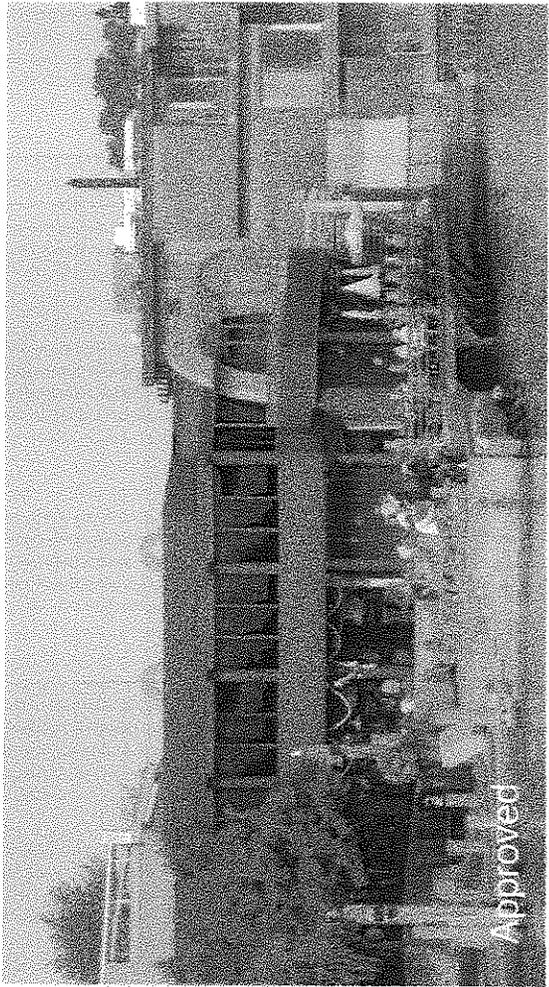
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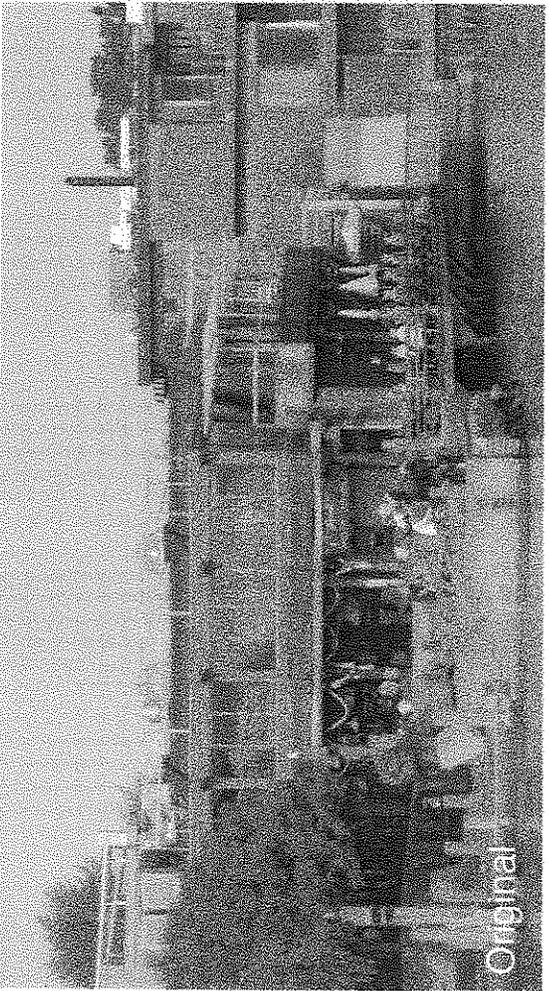
Original



Proposed



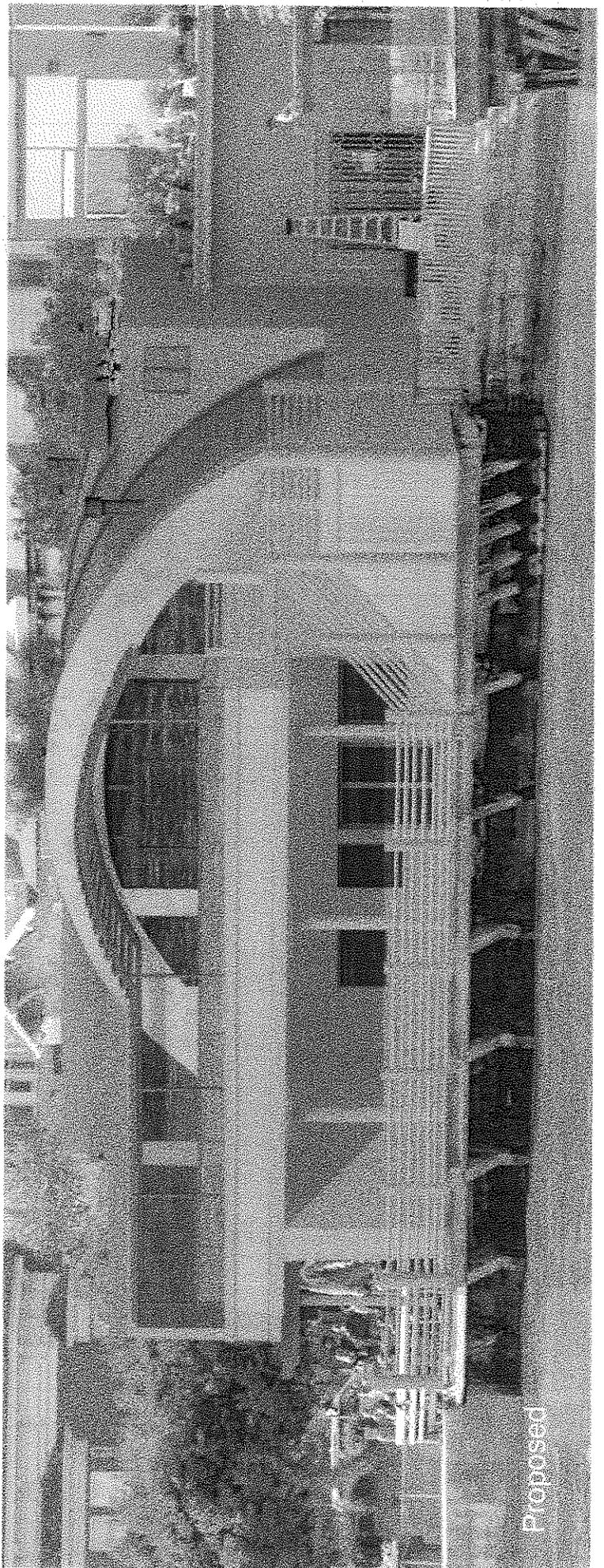
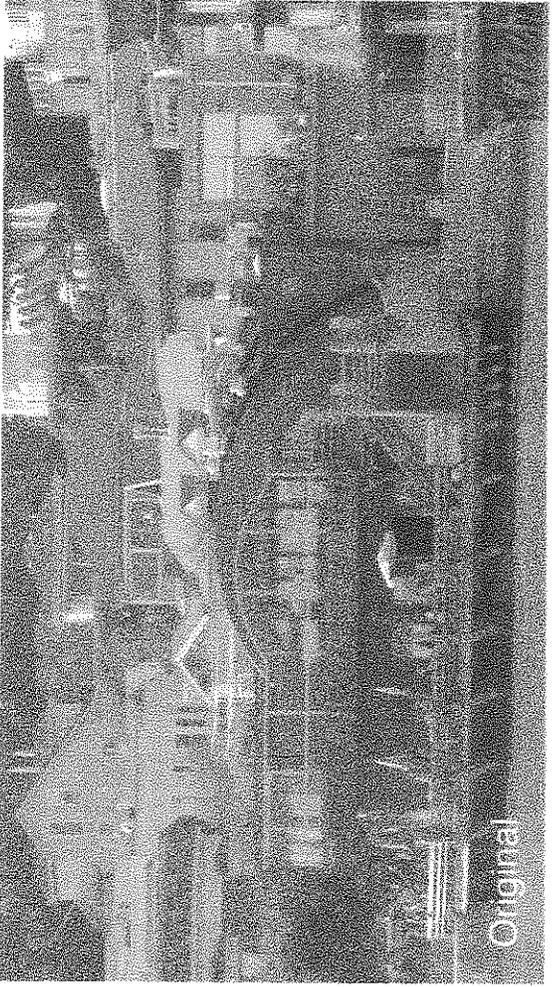
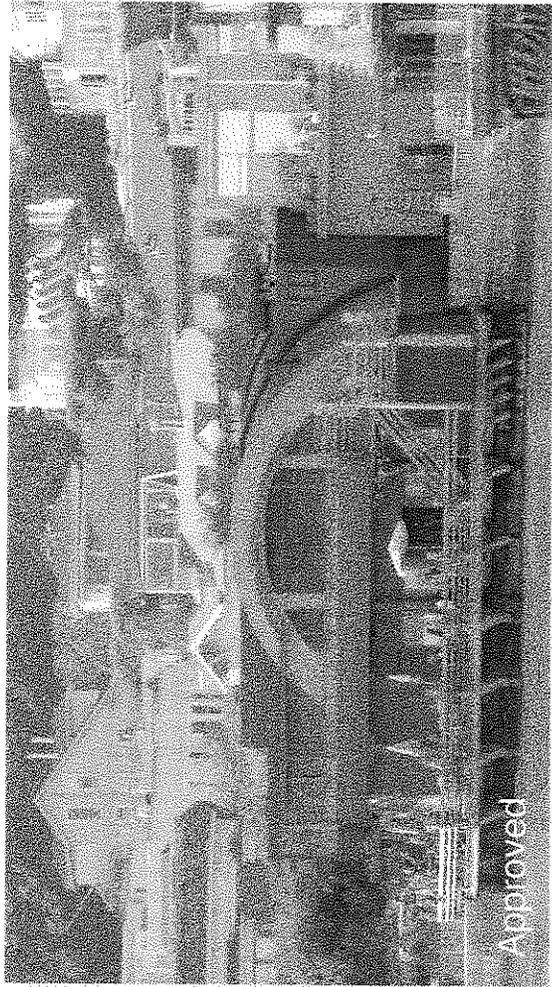
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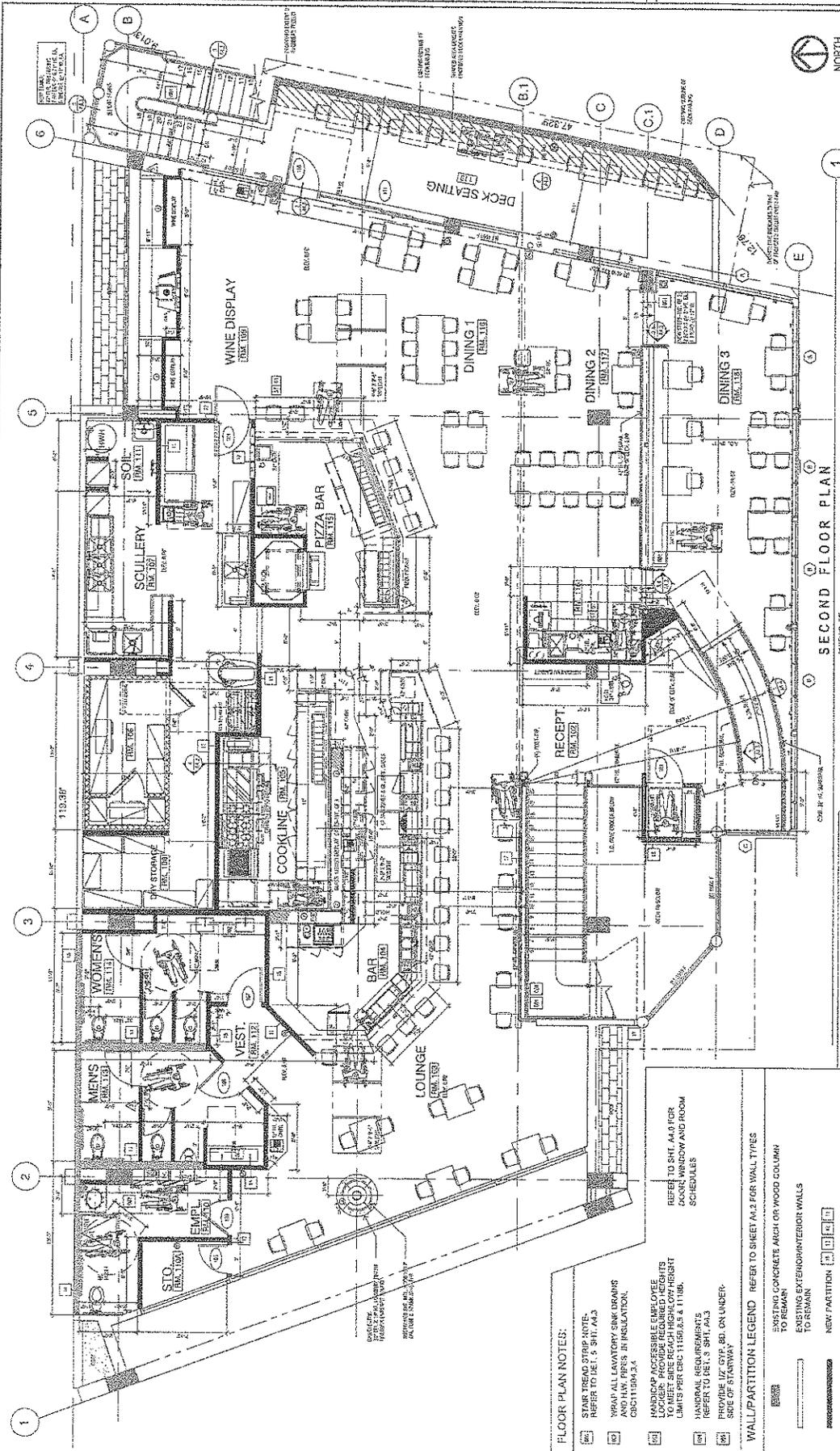


Approved



Proposed





- FLOOR PLAN SYMBOLS LEGEND**
- MAIN ELECTRICAL PANEL-S.E.D.
 - ELECTRICAL SUBPANEL-S.E.D.
 - SINGLE POLE SWITCH WALL MOUNT AT 48" A.F.F.
 - THREE-WAY SWITCH WALL MOUNT AT 48" A.F.F.
 - 110V DUPLEX RECEPTACLE GROUND FAULT INTERRUPTOR MOUNT AT 48" ABOVE COUNTER TOP AT BAR/COUNTER LOCATIONS
 - 110V DUPLEX RECEPTACLE MOUNT AT 48" A.F.F.
 - MOUNT AT 48" A.F.F. BELOW HANG BAR COUNTERS.
 - 110V DUPLEX RECEPTACLE EXTERIOR WATERPROOF
 - 110V DUPLEX RECEPTACLE FLOOR MOUNT
 - 110V JUNCTION BOX MOUNT HEIGHT PER ILLUMINITY DESIGNER
 - TELEVISION CABLE JACK WALL MOUNT
 - MOJAK PER INTERIOR ELEVATIONS
 - TELEPHONE JACK WALL MOUNT CENTER AT 48" AFF
 - HARD WIRED SMOKE DETECTOR W/BACKUP BATTERY
 - CILING MOUNT RECESSED VENTILATION FAN VENT TO DAYLIGHT
 - PREVIOUS SPECIFICATIONS TO ARCH. FOR REVIEW
 - SEE SECTION 11A78.3.2 REFER TO S.I.T. A.U.J FOR DETAIL
 - TACTILE EXIT SIGN-SEE DET. 2A4.1 FOR MOUNTING
 - ILLUMINATED EXIT SIGN (WARDWARD PER CODE ON DET. 2A4.1)
 - SURFACE MOUNTED EMERGENCY EGRESS LIGHTING
 - WIRELESS BACKUP.
 - SIZE DET. 2A4.1
 - PAU THERMOSTAT WALL MOUNT AT 48" AFF
 - GAS VALVE FOR ELECTR. FRIEPLACE
 - CW HOSE BIB
 - DECK DRAIN
- FLOOR PLAN NOTES:**
- STAIR TREAD STRIP NOTE: REFER TO DET. 5, SHT. A4.3
 - WIPAP ALL LABORATORY SINK DRAINS AND HAV. DEFS. IN INSULATION. CBC1119M.3.4
 - HANDICAP ACCESSIBLE EMBOSSED LOGO: PROVIDE REQUIRED HEIGHTS TO MEET SBC REACH/HIGH/LOW HEIGHT LIMITS PER CBC 11166.05.1 & 1166.
 - HANDRAIL REQUIREMENTS REFER TO DET. 3, SHT. A4.3
 - PROVIDE 1/2" STP. BD. ON UNDER-SIDE OF STAIRWAY
 - REFER TO SHT. A4.0 FOR DOOR, WINDOW AND ROOM SCHEDULES
- WALL PARTITION LEGEND REFER TO SHEET A-2 FOR WALL TYPES**
- EXISTING CONCRETE ARCH OR WOOD COLUMN TO REMAIN
 - EXISTING EXTERIOR/INTERIOR WALLS TO REMAIN
 - NEW PARTITION
 - FLOORSING WALL
 - EXTERIOR WALL TO BE RESTORED
 - ONE-HOUR FIRE-RATED WALL
 - WALK-IN COOLERS/FREEZER ENCLOSURE BY OTHERS
 - BAR COUNTER DEVALUABLE GLASS DISPLAY WALL SUPPORT: 42" HIG. AT 3/8" STP. 60" BOTH SIDES OF 2 X 8 STUDS @ 16" O.C.
 - PARTIAL HEIGHT WALL: 48" HT. AT RITCHENSERVICE COUNTER AND 72" HT. @ 16" O.C. @ 16" O.C. AND TOILET ROOMS
 - EXCEPT CONDITIONS S.D.
 - FIRE RATED FURRING

Proposed

disney | flora
 1000 PASEO DE LA PALMA, SUITE 100
 ANAHEIM, CALIFORNIA 92805
 TEL: 714.781.4600
 WWW.DISNEYFLORA.COM

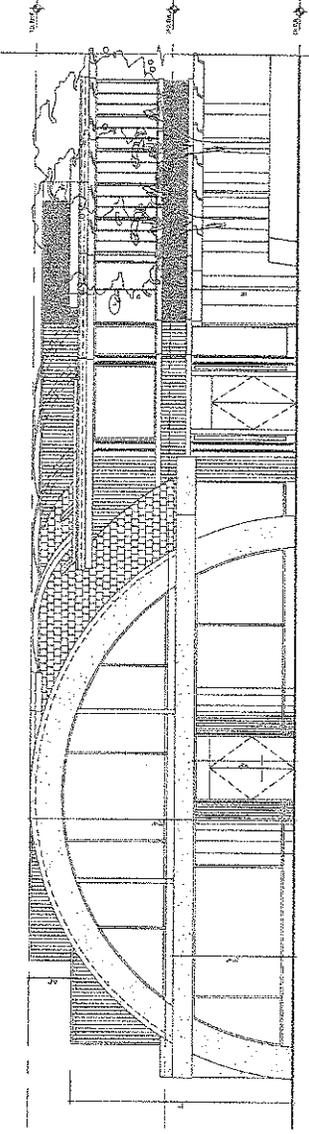
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2	08/14/2018	ISSUED FOR PERMIT
3	08/14/2018	ISSUED FOR PERMIT
4	08/14/2018	ISSUED FOR PERMIT
5	08/14/2018	ISSUED FOR PERMIT
6	08/14/2018	ISSUED FOR PERMIT
7	08/14/2018	ISSUED FOR PERMIT
8	08/14/2018	ISSUED FOR PERMIT
9	08/14/2018	ISSUED FOR PERMIT
10	08/14/2018	ISSUED FOR PERMIT

NEW RESTAURANT | BAR
 660 BRIDGEWAY SAUSALITO, CA
 OWNER: MR. CHRIS HENRY

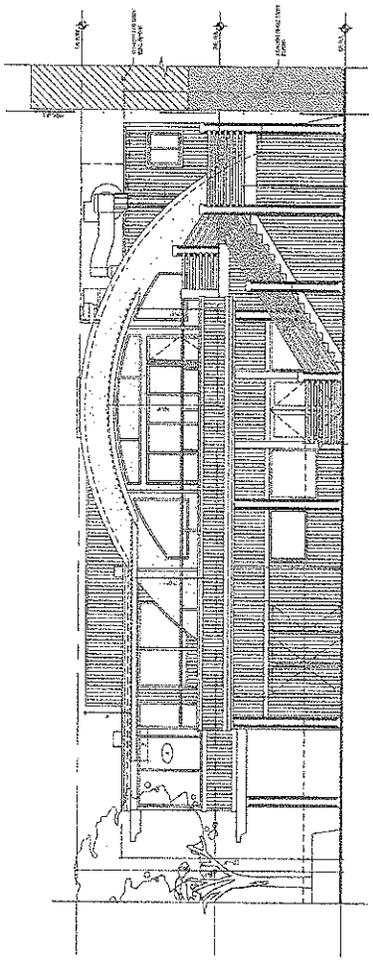
EXTERIOR ELEVATIONS
 TRELLIS DETAILS

DATE: 08/14/2018
 DRAWN BY: J. HENRY
 CHECKED BY: J. HENRY
 PROJECT NO.: 18-0000
 SHEET NO.: 01
 SCALE: 1/8" = 1'-0"

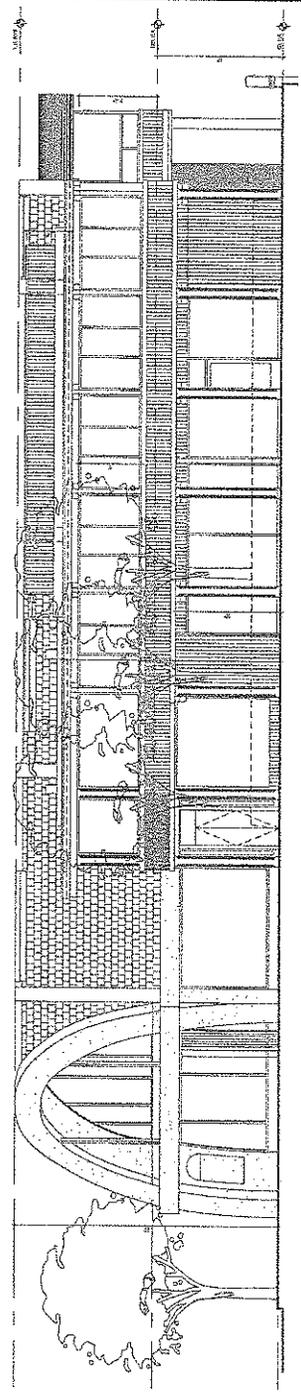
A2.0



1 WEST (BRIDGEWAY) ELEVATION



2 EAST ELEVATION



3 SOUTH ELEVATION

Proposed

dssseny lloro
 ARCHITECTS
 1000 BRIDGEWAY, SUITE 200
 Sausalito, CA 94965
 TEL: 415.338.1100
 FAX: 415.338.1101
 WWW.DSSSENY.COM

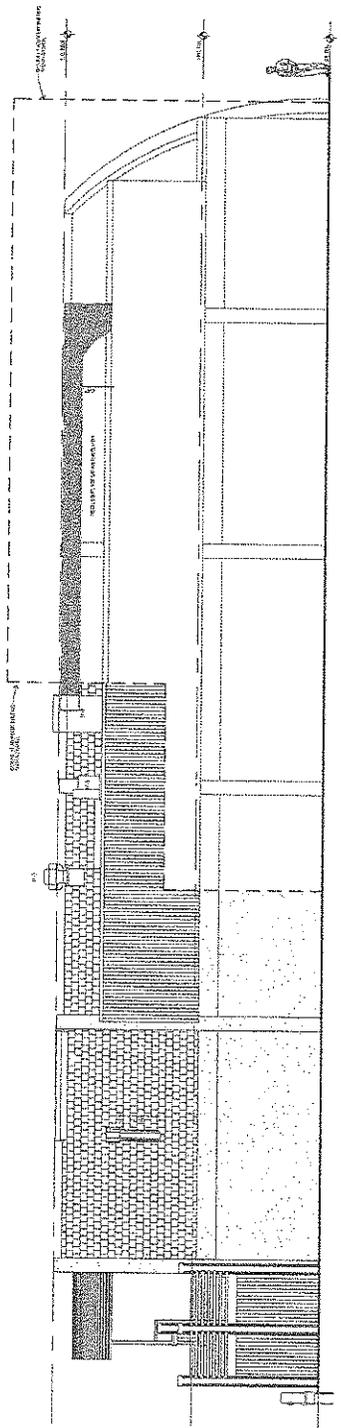
NO.	DATE	COMMENT

OWNER: MR. CHRIS HENRY
 660 BRIDGEWAY SAUSALITO, CA
 NEW RESTAURANT / BAR

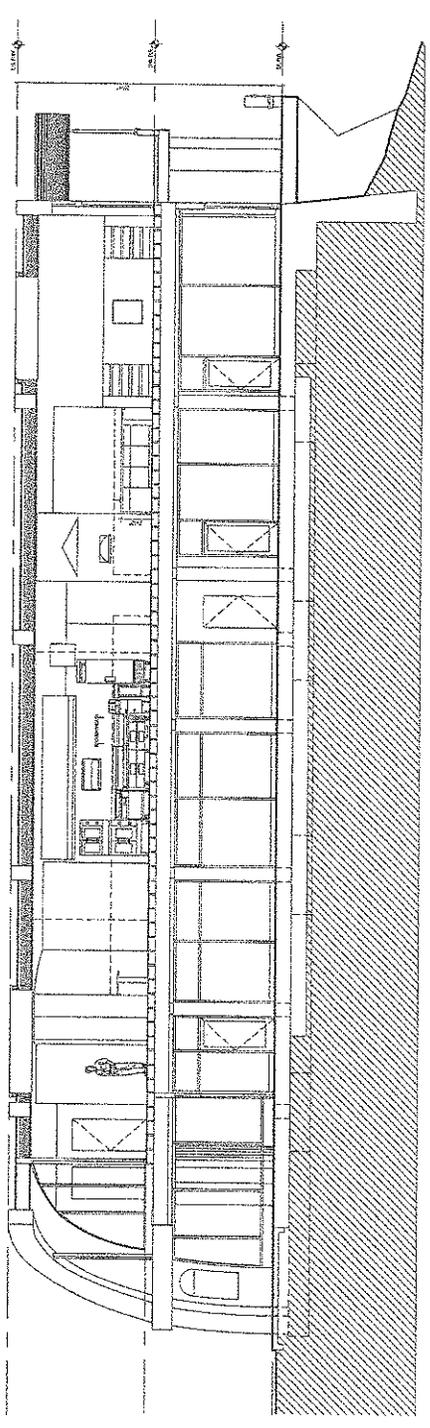
NORTH ELEVATION
 LONGITUDINAL SECTION

DATE	11/14/2011
SCALE	AS SHOWN
PROJECT	NEW RESTAURANT / BAR
NO.	03
DATE	11/14/2011
SCALE	AS SHOWN
PROJECT	NEW RESTAURANT / BAR
NO.	03

A3.1

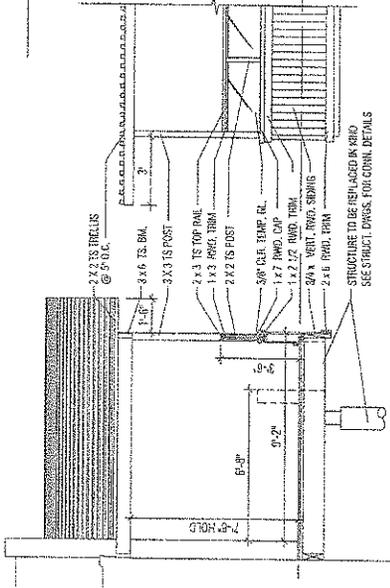
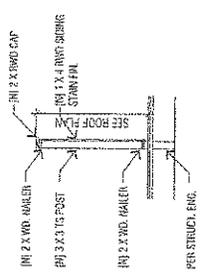
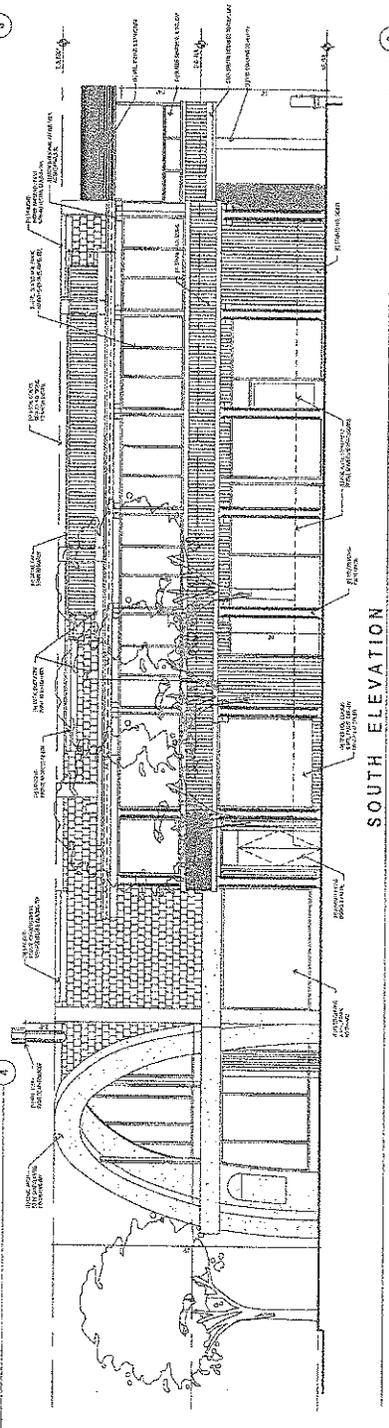
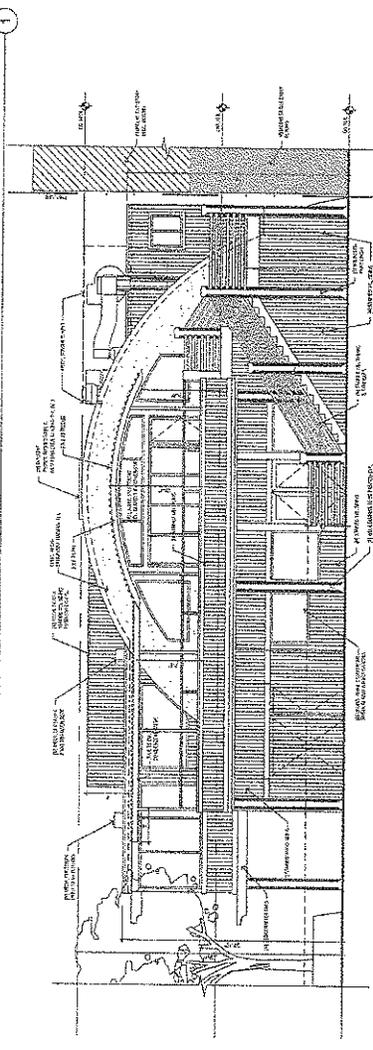
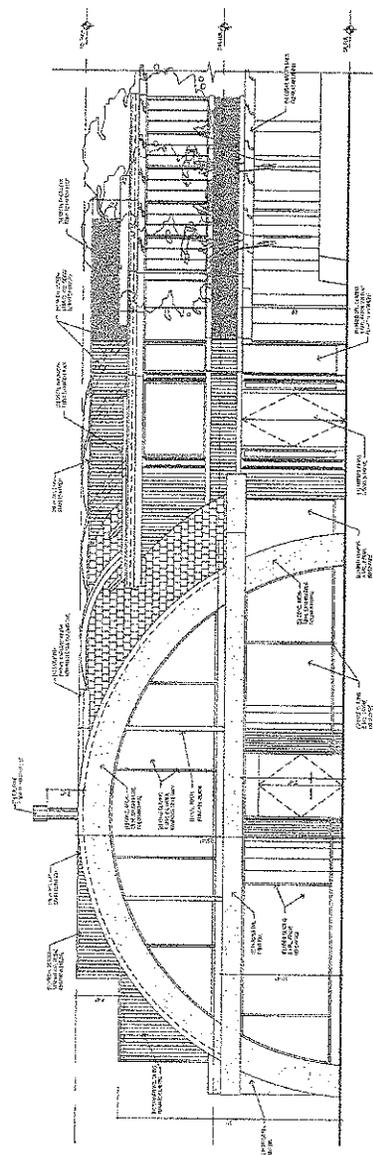


NORTH ELEVATION



EAST / WEST BUILDING SECTION

Proposed



PROPOSED

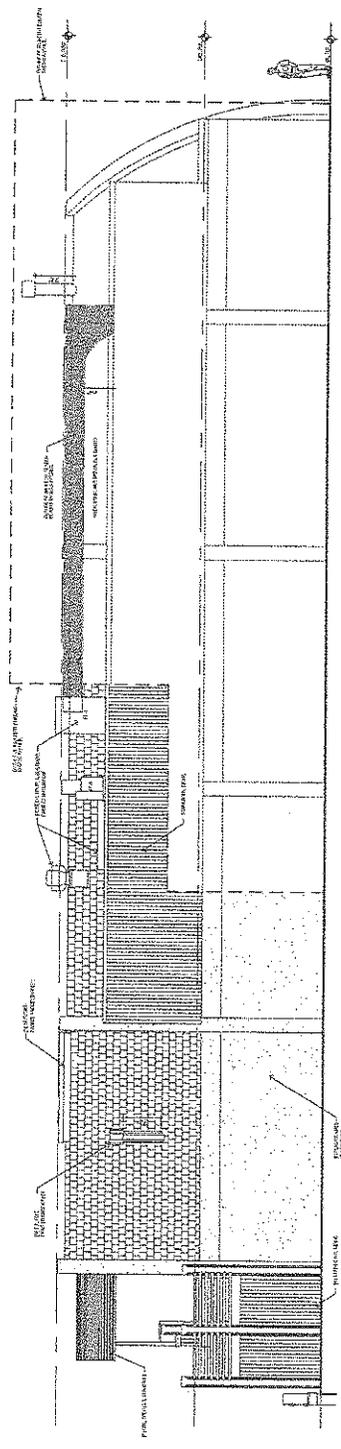
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NEW RESTAURANT | BAR
 680 BRIDGEWAY SAUSALITO, CA
 OWNER: MR. CHRIS HENRY

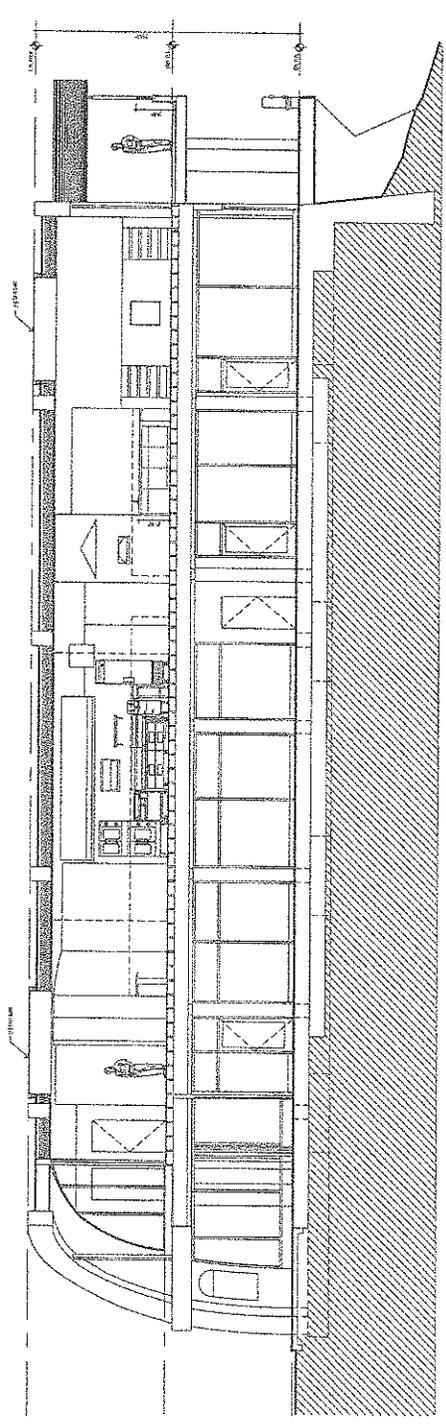
NORTH ELEVATION
 LONGITUDINAL SECTION

DATE	REVISION

A2.3



NORTH ELEVATION



EAST / WEST BUILDING SECTION

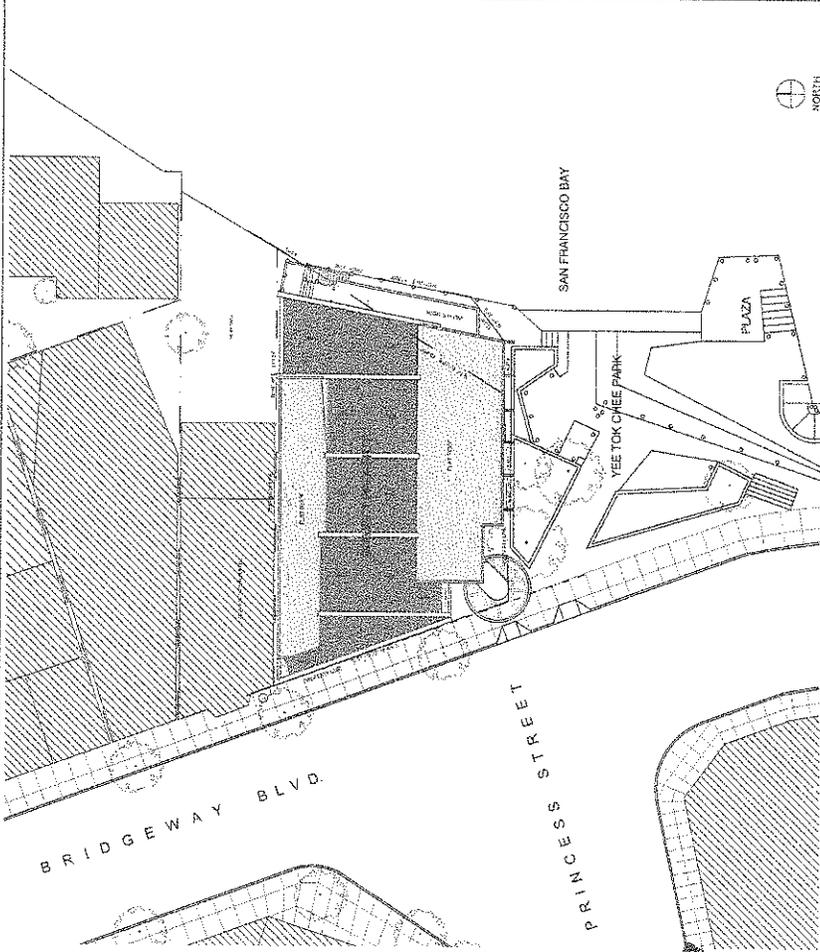
Proposed

NEW RESTAURANT | BAR

660 BRIDGEWAY BOULEVARD, SAUSALITO, CA.

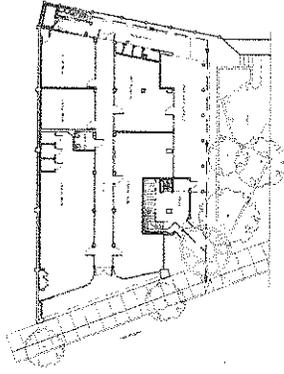
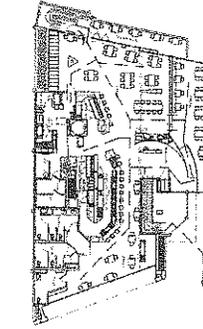
VICINITY MAP | SITE PLAN

PATH OF TRAVEL PLANS



DRAWING INDEX

- A0.0 PROJECT DATA
- A0.1 VICINITY/SITE PLAN, PATH OF TRAVEL PLANS
- A0.2 EXISTING GROUND FLOOR PLAN
- A1.0 PROPOSED GROUND FLOOR PLAN
- A1.1 PROPOSED SECOND FLOOR PLAN
- A1.2 PROPOSED ROOF PLAN
- A2.0 EXISTING EXTERIOR ELEVATIONS
- A2.1 EXISTING NORTH ELEVATION
- A2.2 PROPOSED EXTERIOR ELEVATIONS
- A2.3 PROPOSED NORTH ELEVATION



PROJECT DATA

PROJECT DESCRIPTION: NEW RESTROOMS, KITCHEN BAR, EMPLOYEE RESTROOM, AND APPOINTMENT ROOMS. REVISIONS TO EXISTING SECOND FLOOR PLAN TO ADD: FULL ACCESSIBILITY, COMPLIANCE FOR SPACE, REPLACEMENT OF EXTERIOR WINDOWS ON SOUTH SIDE OF BUILDING, MECHANICAL PUMP ROOM AND P.U.T. RECEPTION AREA TO SPLIT LEVEL DINING AREA, STAIRS TO BE RELOCATED TO BE UNDER COLUMNS WITH STEEL, AND REPLACEMENT OF TERRAZZO FLOOR ASSEMBLY AT NORTH END OF BUILDING.

FIRE SPRINKLERS: SUBJECT TENANT SPACE (2ND FLOOR) TO BE FULLY SPRINKLERED. UNDER SEPARATE PERMIT. EXISTING GROUND FLOOR TENANT SPACES ALL FULLY SPRINKLERED. ALL EXTERIOR STORAGE TO BE UNDER SEPARATE PERMIT.

PROJECT DIRECTORY

OWNER:
CHRIS HENRY
FO BOX 411
10000 CALIFORNIA AVENUE
SAN FRANCISCO, CA 94115
PHONE: 415.442.2827
EMAIL: chris@newrestaurant.com

INTERIOR DESIGN:
DISNEY LUDRA
1000 CALIFORNIA AVENUE
SAN FRANCISCO, CA 94115
PHONE: 415.442.2827
EMAIL: dnludra@disneyludra.com

STRUCTURAL ENGINEER:
DON DAVID MARK LORRING
77 OTIS STREET
SAN FRANCISCO, CA 94103
PHONE: 415.553.5150
EMAIL: don@donmarklorring.com

MEP ENGINEER:
HYC CONSULTING ENGINEERS
HENRY OF CALIFORNIA
PATERSON, CA 93726
PHONE: 409.492.6564
EMAIL: henry@hyc-engineers.com

LIGHTING DESIGN:
KEITH MOSSBA
321 CHURCH STREET
SAN FRANCISCO, CA 94114
PHONE: 415.442.6600
EMAIL: keith@keithmoosba.com

KITCHEN EQUIPMENT:
TRIMARK ECONOMY RESTAURANT
1000 CALIFORNIA AVENUE
SAN FRANCISCO, CA 94107
PHONE: 415.442.2827
EMAIL: trimark@trimark-economy.com

EXISTING BUILDING PERMIT NO. 804-881
APN: 105-03-025
CENTRAL COMMERCIAL HISTORICAL OVERLAY DISTRICT
BUILDING CONSTRUCTION TYPE: V.A.
FLOOR AREA: 10,000 SQ. FT.
GROUND FLOOR LEVEL/OCCUPANCY: M.B.
EXISTING FLOOR LEVEL/OCCUPANCY SEPARATION: ONE HOUR

EGRESS CALCULATIONS:
MAIN SPACE MAXIMUM DIAGONAL DISTANCE: 108'-8"
MAXIMUM DISTANCE FROM EXIT TO MAIN SPACE: 50'-4"
EXIT DISTANCE PROVIDED: 50'

PROJECT AREA CALCULATIONS:
2ND FLOOR: 2,800 SQ. FT.
GROUND FLOOR: 4,400 SQ. FT.
TOTAL PROJECT AREA: 7,200 SQ. FT.

OPERATIONS/SERVICE AREA TOTAL:
3,000 SQ. FT.
1,000 SQ. FT.
1,000 SQ. FT.

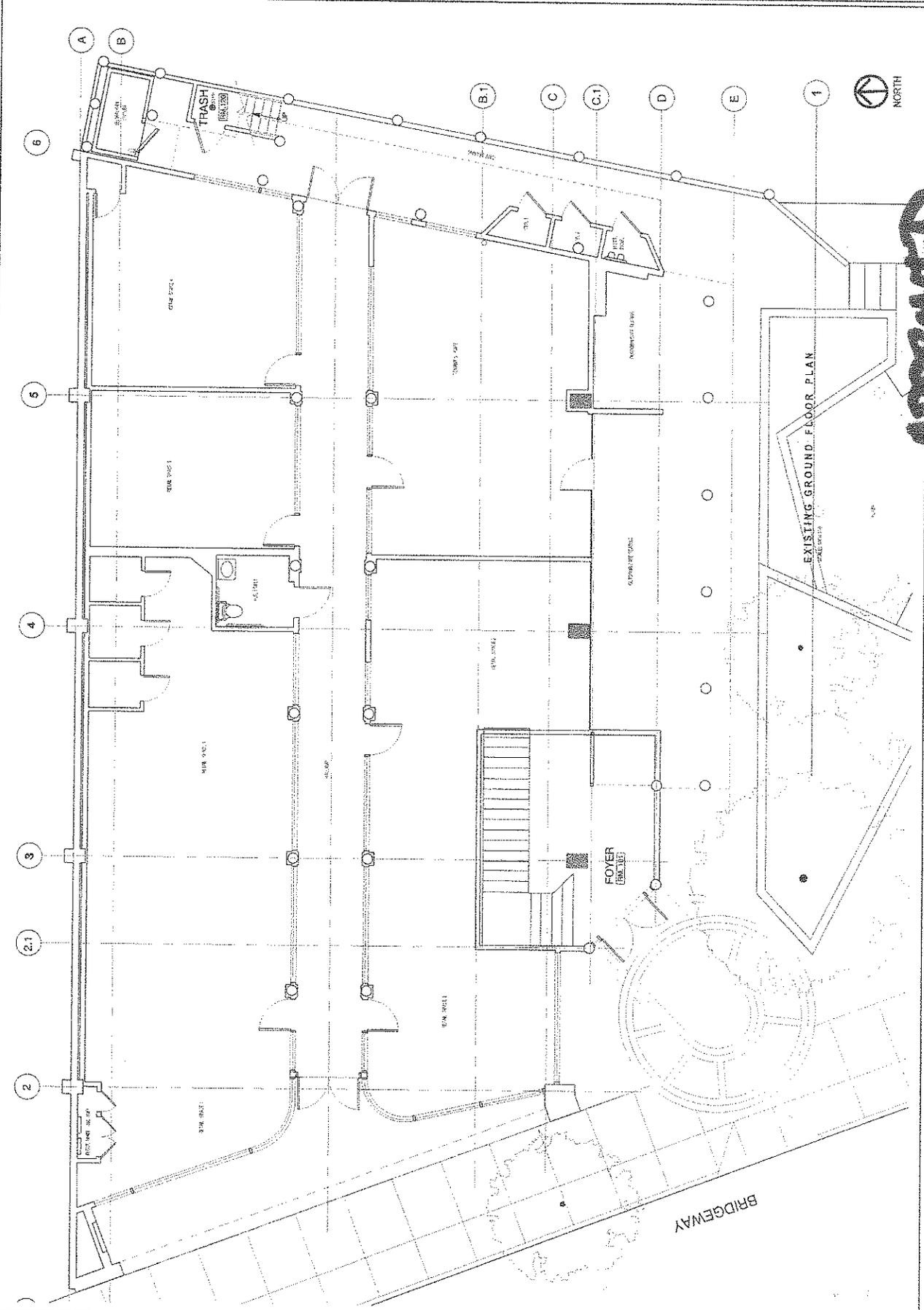
TOTAL OCCUPIED AREA: 15,300 SQ. FT. PER PERSON
2ND PERSON OCCUPANCY ALLOWED

PLUMBING FIXTURE AND FITTINGS COUNT PER I.P.C.
TOTAL: 100 PERSONS, 30 SEAT PER PERSON
100 PERSONS, 30 SEAT PER PERSON

SEMALE: 51 - 150 PERSONS TWO WATER CLOSETS, 3 PROVIDED
1 - 10 PERSONS ONE WATER CLOSET, 2 PROVIDED
1 - 10 PERSONS ONE WATER CLOSET, 2 PROVIDED
ONE ADA COMPLIANT EMPLOYEE RESTROOM REQUIRED
SPECIFIC OCCUPANT TOC FACTOR IS OVER 100 PERSONS

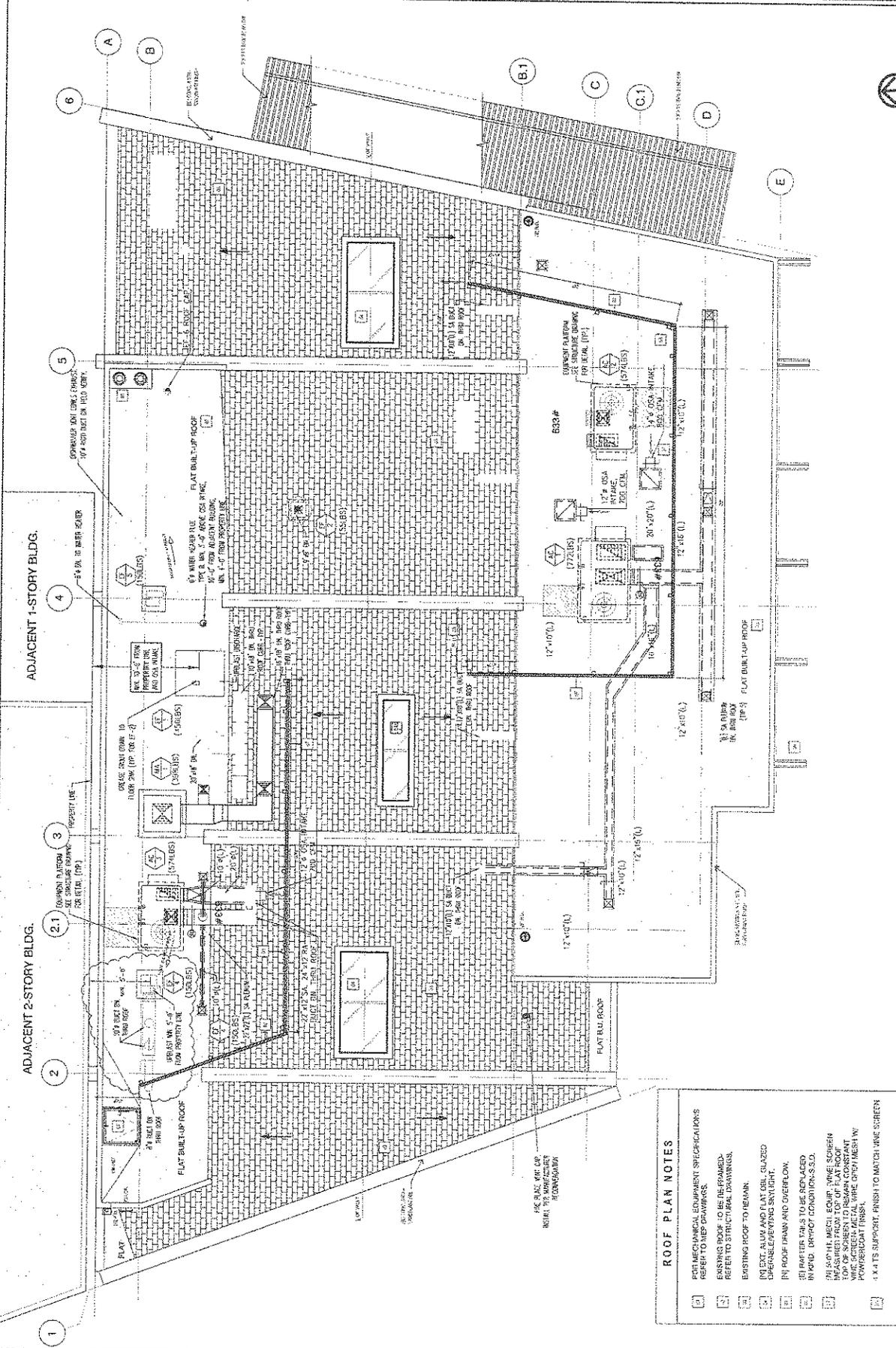
APPROVED

ATTACHMENT A



APPROVED

BRIDGEWAY



Approved

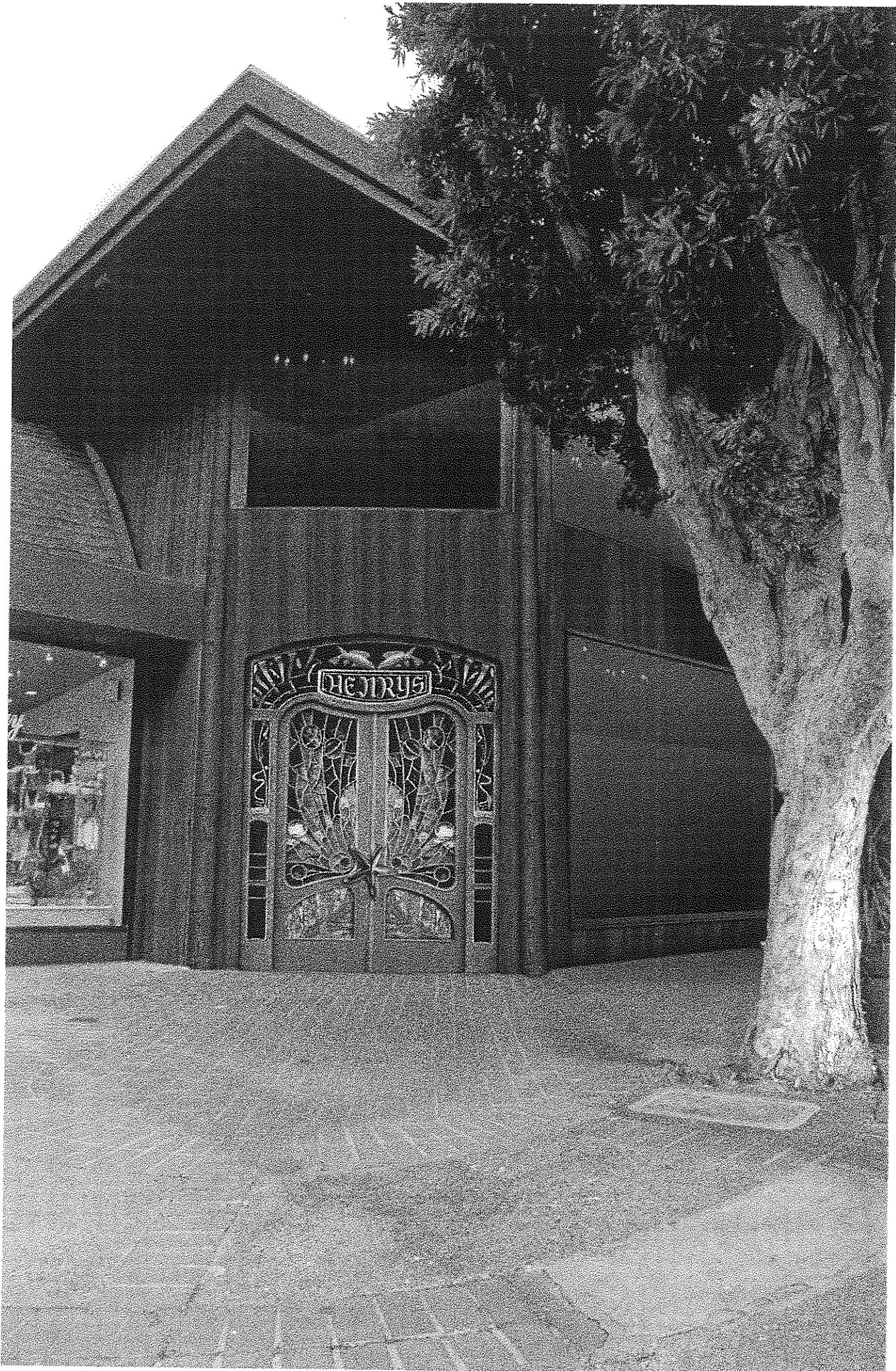
ROOF PLAN
 SCALE: AS SHOWN

- ROOF PLAN NOTES**
1. PORT MECHANICAL EQUIPMENT SPECIFICATIONS REFER TO MEP DRAWINGS.
 2. EXISTING ROOF TO BE RE-ROOFED. REFER TO STRUCTURAL DRAWINGS.
 3. EXISTING ROOF TO REMAIN.
 4. (M) EXT. ALUM AND FLAT GBL. GLAZED OPERABLE/COVERING SKYLIGHT.
 5. (N) ROOF DRAIN AND OVERFLOW.
 6. (R) RAFTER TAILS TO BE REPLACED IN MPID. DRYROT CONDITION-S.S.O.
 7. (S) 1/2" X 1/2" METAL EQUIP. W/ 1/2" SLOSHEN UNWASHED FLOOR TOP OF FLAT ROOF POWERBRICK FINISH. W/ 1/2" WIRE MESH W/ POWDERBRICK FINISH.
 8. 1.5 FT. SUPPORT FINISH TO MATCH W/ME SCREEN.

SEE PLAN FOR
 NOTES TO MANUFACTURER
 RECONSTRUCTION

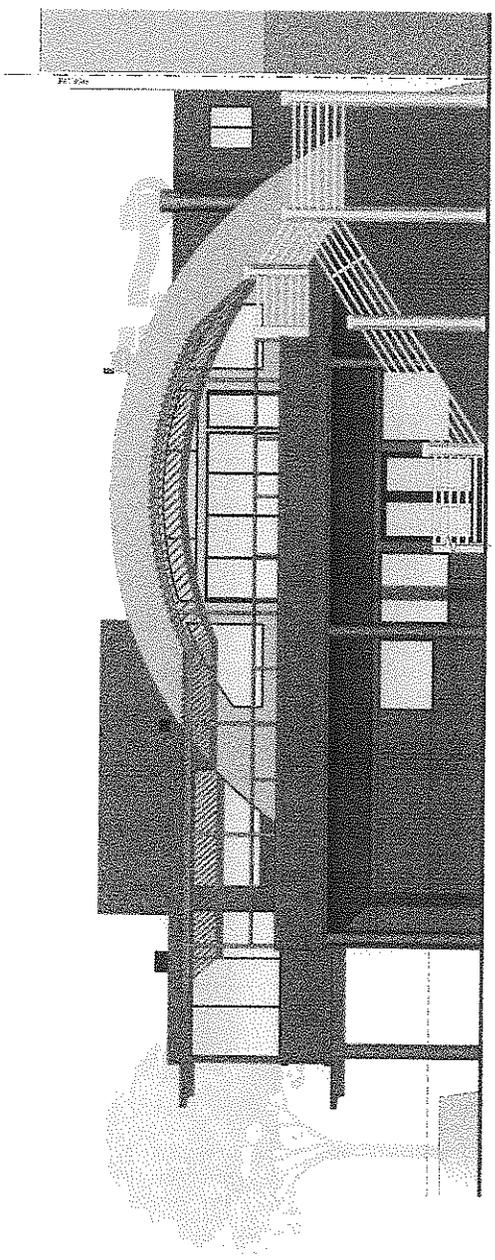
As Paved





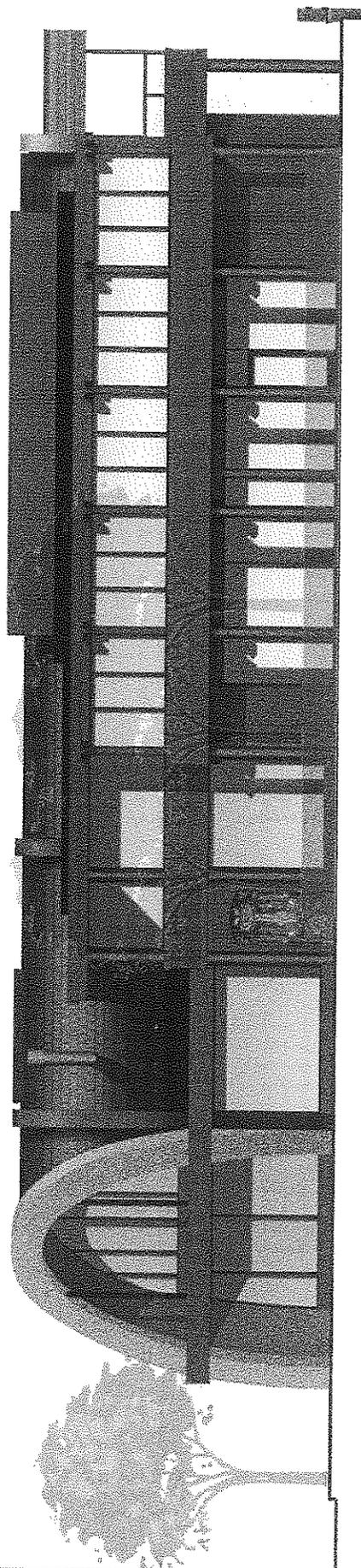
Copyright

1



EAST ELEVATION

2



SOUTH ELEVATION

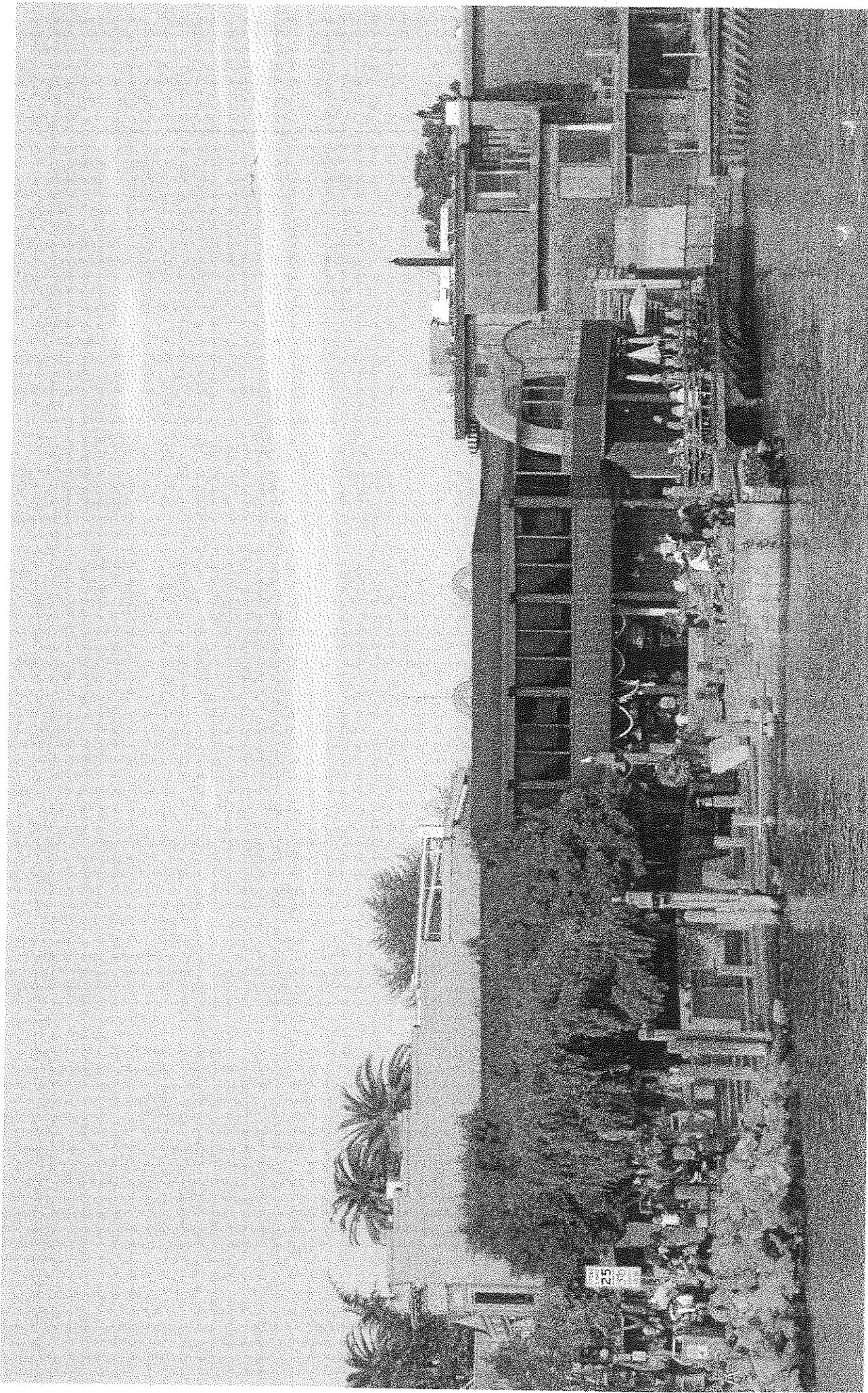
A3.2

EAST & SOUTH ELEVATION
RENDERINGS

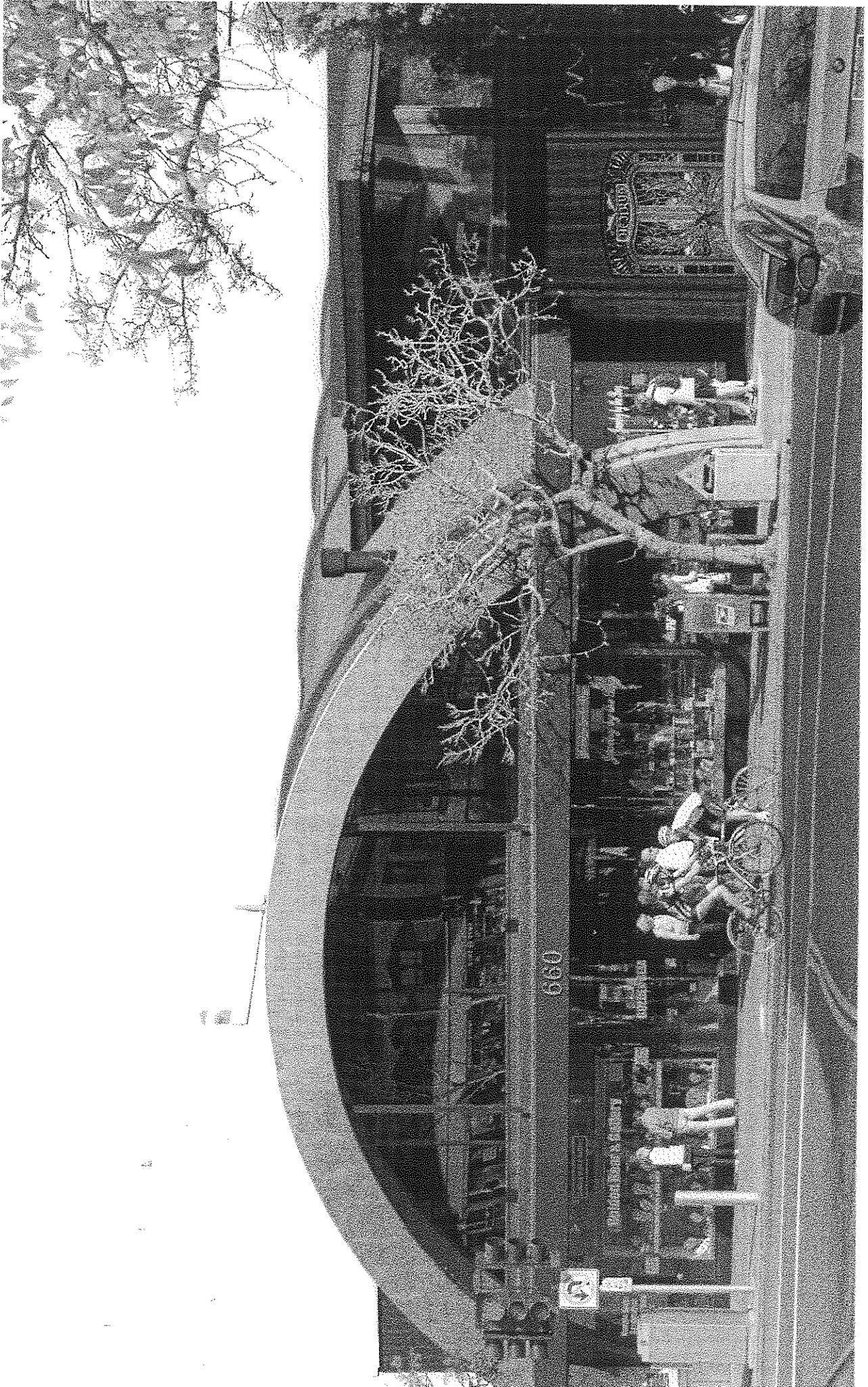
NEW RESTAURANT | BAR
860 BRIDGEWAY SAUSALITO, CA
OWNER: MR. CHRIS HENRY

NO.	DATE	COMMENTS
1	02/12/2014	REVISED PER COMMENTS

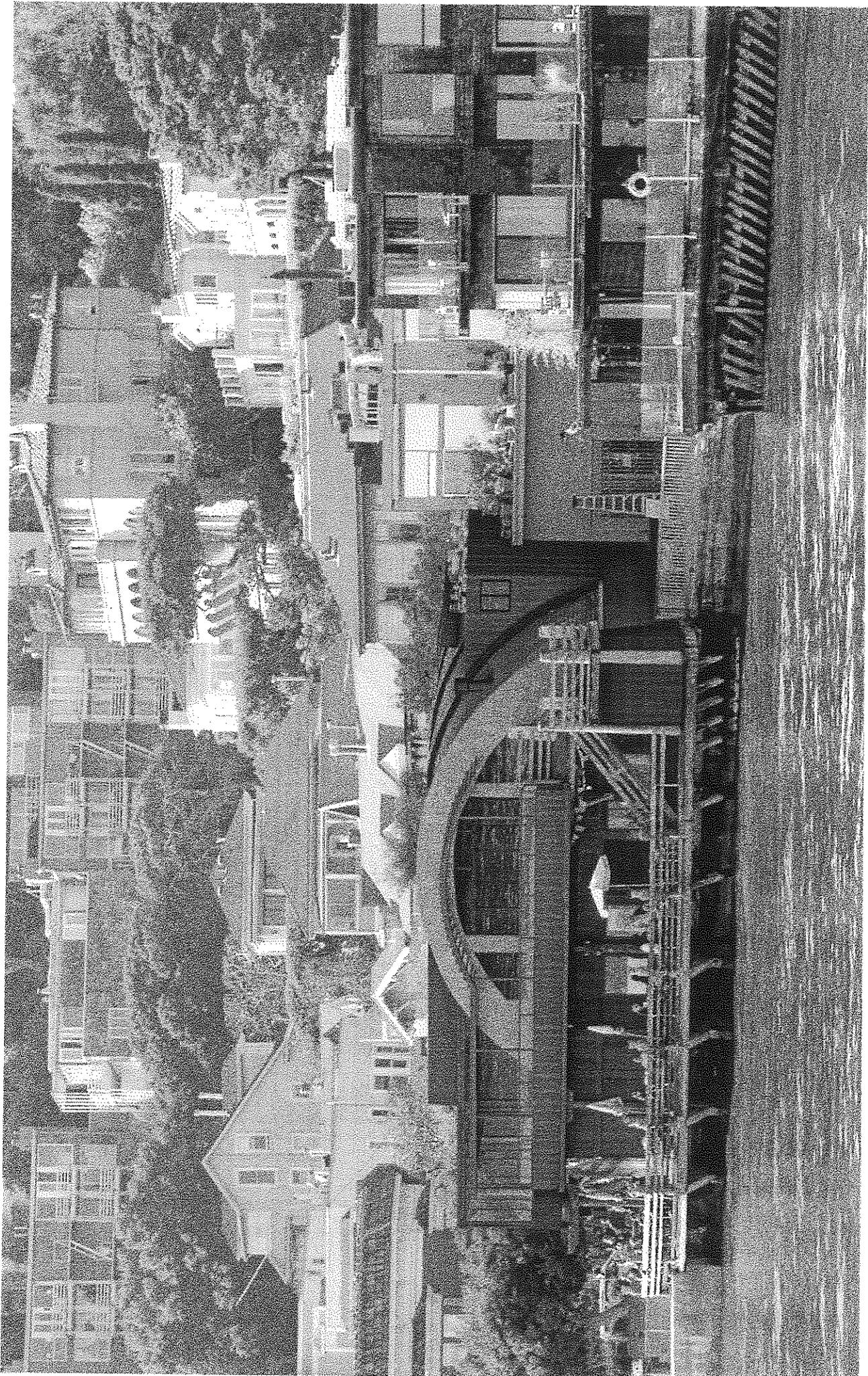
disney | lock
architects llc
10000 Wilshire Blvd
Suite 1000
Beverly Hills, CA 90210
Tel: 310.274.1111
www.lockdisney.com



APPROVED



Approved

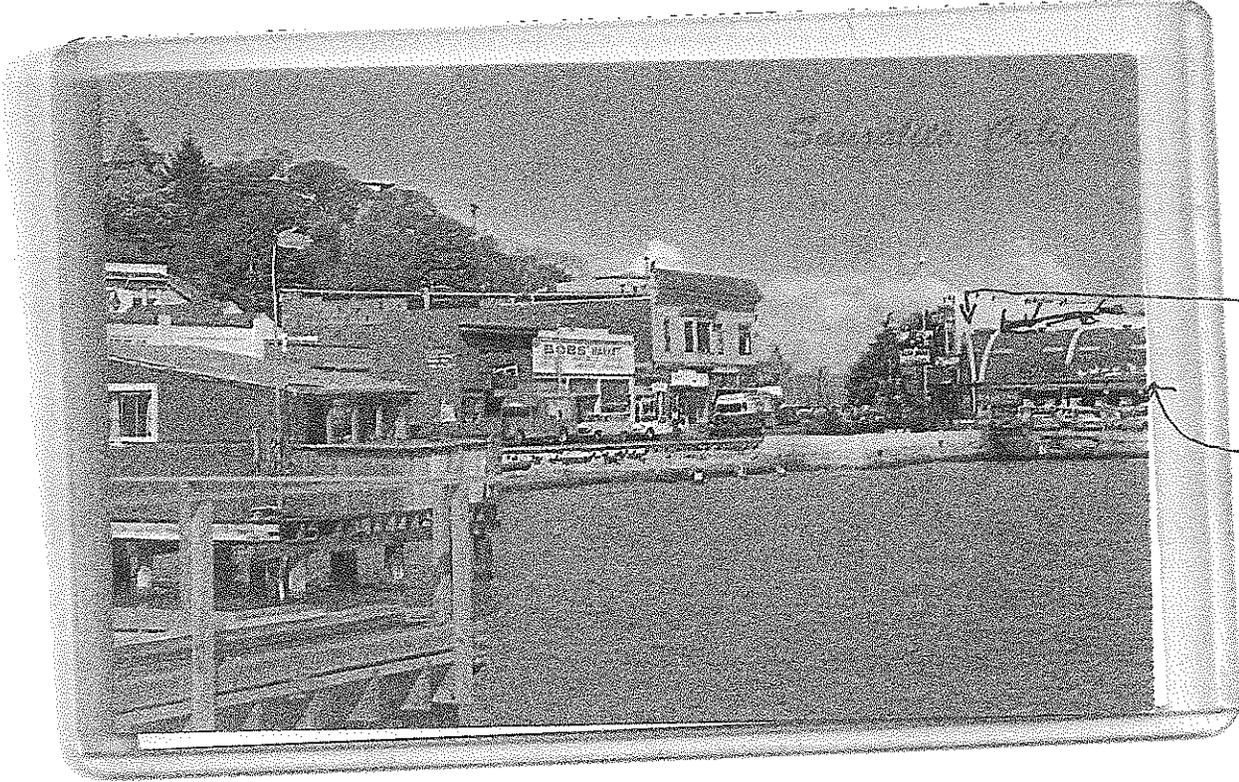


Approved

RECEIVED

OCT 27 2011

CITY OF SAUSALITO
COMMUNITY DEVELOPMENT



exposed
concrete
arches

signage
barnhouse

ATTACHMENTS

10.42.070 Sign Standards in the Historic Overlay District and for Properties Listed on the Local Register

A. Purpose. In addition to the general purposes of this chapter identified in Section 10.42.010 (Purpose), the purpose of this section establishing regulations for signs in the Historic overlay district and for structures and/or sites listed on the local register are as follows:

1. To establish reasonable standards for business identification in the historic district and for properties listed on the local register;
2. To reinforce the historic qualities of downtown Sausalito;
3. To assist property and business owners in understanding community signage expectations;
4. To encourage creativity within a controlled framework;
5. To promote economic vitality; and
6. To provide a regulatory framework for the Historic District Sign Design Guidelines.

B. Applicability. This section applies to all buildings, sites and businesses located within the Historic overlay district and/or listed on the local register. In addition, all signs in the applicable areas are subject to the other applicable sections of this Chapter 10.42 (Sign and Awning Regulations) and the Sausalito Historic District Sign Design Guidelines.

C. Sign Types Permitted. The following sign types are permitted in the Historic overlay district and on structures listed on the local register, as determined eligible by the Planning Commission:

1. Wall signs;
2. Projecting signs;
3. Awning signs;
4. Window signs;
5. Hanging signs;
6. Plaque signs;
7. Directory signs;
8. Address signs;
9. Menu signs;
10. Temporary signs; and
11. Special Signs.

D. Sign Types Strongly Discouraged. Signs are strongly discouraged which are considered incompatible with the Historic overlay district, which adversely affect the health, safety and/or general welfare of the community, or which might create confusion to the public or to public safety officials responding to community emergencies. In addition, the following sign types are strongly discouraged in the Historic overlay district and on structures listed on the local register:

1. Banner signs (see exception under subsection (P) (Temporary Signs);
2. Neon signs;
3. Roof signs;
4. Interior illuminated signs;

5. Freestanding signs;
6. Electronic and reader board signs;
7. A-frame signs;
8. Changeable letter signs;
9. Flashing, illuminated, phosphorescent signs;
10. Signs incorporating lights or movement as viewed from the public right-of-way or from any area open to the public;
11. Off-premise signs;
12. Floating signs; and
13. Signs containing glossy finish.

E. Exempt Signs. The following signs will be allowed in the Historic overlay district without a Sign Permit and shall not be included in the calculation of maximum sign area:

1. Interior signs not visible from any public right-of-way or from any area open to the public;
2. Interior signs located within 15 feet of business frontage and visible by the public that contain lettering of 1 inch or less;
3. Interior signs visible by the public and located more than 15 feet from the business frontage that contain lettering 3 inches or less;
4. Public information signs required by City, State or Federal laws;
5. Name plate signs on doors not exceeding 2" x 24" and administratively approved by the Community Development Director; and
6. One alarm sign not exceeding an aggregate of 1 square foot, indicating presence of alarm device and identifying representative to be contacted in case of alarm activation.

F. General Regulations. The following standards shall apply to all sign types in the Historic overlay district or on structures listed on the local register:

1. Total number of signs shall be at discretion of Planning Commission and Historic Landmarks Board.
2. Commercial signage should be limited to 0.5 square feet of signage per lineal foot of street frontage. Exceptions may be granted for narrow buildings. Store information under 1" in height (e.g. hours of operation) shall not be included in size calculations.
3. Materials should be appropriate to historic nature of district and/or structure listed on the local register and may include carved wood signs and individual cast or cut metal letters.
4. All signs should be of high quality workmanship, with clean and finished edges and materials.
5. Colors should be appropriate to the historic district or structure listed on the local register and relative to the location, size and context of the structure, business or site.
6. Lighting should be unobtrusive and controlled by dimmers.
7. Upper floor signage should be limited to six (6) square feet. Upper floor signage may include projecting signs at ground floor level entries, projecting signs at upper floor window level, or lettering applied directly to upper floor windows. Upper floor signage should be generally smaller than signage for ground floor tenants.

8. The use of historical sign precedents that are generally within the parameters of these guidelines shall be encouraged where appropriate to the building and location.
9. Any sign shall be installed in a manner to minimize damage or degradation to historic buildings, consistent with the Secretary of Interior Standards.

G. Wall Signs. Wall signs, defined in Section 10.42.030 (Sign Definitions) are subject to the following guidelines:

1. Signs should identify building or major tenant's name only.
2. Wall signs should not be painted directly to wall surfaces unless the Historic Landmarks Board finds they are of historic significance.
3. Signs should consist of individual solid metal, wood, stone or glass letters, or flush-mounted carved, routed or sandblasted wood plaques.
4. Signable area (defined by Section 10.42.030, Sign Definitions) should not exceed 15% of the business façade.
5. Wall signs should be limited in size, as follows:
 - a. Individual letter size: 12". If all capital letters used: 8".
 - b. Total signage area: 40% of signable area.
 - c. Length of signage: 75% of signable area width. For single tenant in multi-tenant building: 2/3 of individual tenant storefront.
 - d. Projection: 4" maximum from face of wall surface.

H. Projecting Signs. Projecting signs are encouraged in the Historic overlay district and should be oriented to pedestrians on the sidewalk in front of the building. Projecting signs are also subject to the following guidelines:

1. Maximum projection from building face: 36".
2. Minimum clearance between building face and sign: 6".
3. Maximum area: 6 square feet. Irregular-shaped signs should fit within an imaginary rectangle not exceeding 9 square feet.
4. Mounting brackets shall be reviewed for design, decorative nature, uniqueness and shadowing effects on business wall surfaces.
5. Shape and design of sign shall be reviewed and may include logos, irregular outlines, and two- or three-dimensional icon signs.

I. Awning Signs. Awning signs shall be reviewed for conformance to the following guidelines:

1. Size of awning signs should be limited, as follows:
 - a. Letter height: 8".
 - b. Logo height (on sloping awning face): 12".
 - c. Logos and other design elements on sloped awning face: 10% of awning face.
 - d. Letters, logos and other design elements may be allowed on the sides (closed ends of awnings) provided they are smaller than those on the front and do not exceed 40% of the awning end panel area.
2. Upper-level awning signs may be allowed at the discretion of the Historic Landmarks Board and the Planning Commission and should be limited to the business name or type.

- J. Window Signs.** Window signs shall meet the following guidelines, unless otherwise approved by the Historic Landmarks Board or Planning Commission:
1. Copy should be limited to business name, address, hours of operation, emergency telephone numbers and business tenant logos.
 2. Area should not exceed 25% of any single window area or 10% of aggregate ground floor window area, whichever is less.
 3. Copy should be limited to 8" in height.
 4. Store information copy under 1" in height and credit card logos under 2" in height are included in window coverage, but not maximum sign area allowed.
 5. Signs taped to windows or suspended independent of the glass are not allowed.
- K. Hanging Signs.** Hanging signs are similar to projecting signs except they are below awnings, balconies or beams and are generally smaller in size. Hanging signs are subject to the following guidelines:
1. Maximum size: 4 square feet.
 2. Minimum clearance above pedestrian areas: 8'.
 3. Designed to be viewed closely by pedestrians.
 4. Located perpendicular to pedestrian movement.
- L. Plaque Signs.** Plaque signs are smaller wall signs attached to surfaces adjacent to shop front entries and generally limited to the business name or logo and designed for viewing by pedestrians at close range. Plaque signs are subject to the following guidelines:
1. Placed near tenant entries.
 2. Size limited to fit within an imaginary rectangle of 3 square feet.
 3. Limit projection to a maximum of 3".
 4. Historic designation plaques are encouraged. Historic designation plaques are subject to review and approval by the Historic Landmarks Board but shall not be counted in calculation of maximum sign area.
- M. Directory Signs.** Tenant directory signs may be allowed for buildings with multiple tenants without direct public street frontage, including buildings with upper floors and buildings with businesses in a courtyard. Directory signs are subject to the following guidelines:
1. Oriented to pedestrians in immediate area.
 2. Sign copy may include building and project name, project logo, address, business tenant names, suite numbers or letters.
 3. Project name or logos should be limited to 6" in height. Other sign copy should be limited to 2" in height.
- N. Address Signs.** Address signs shall be prominently displayed from the street and limited to the street address number. Address signs are also subject to the following guidelines:
1. Placement limited to doors, transoms, or wall surfaces adjacent to entries.

2. Script letter strongly discouraged, except where appropriate based on demonstrated historic precedence.
3. Individual numbers on glass surfaces on or above doorways encouraged.
4. Numbers on glass in another color field discouraged.

O. Menu Signs. Menu signs are encouraged for all restaurants with sit-down dining but are not included in calculation of maximum sign area. The following guidelines shall apply:

1. Mounted on walls adjacent to restaurant entries.
2. Sign boxes or plaques will be reviewed for materials, design features and nighttime lighting.

P. Temporary Signs. Temporary signs, as defined in Section 10.42.030 (Sign Definitions), must be approved by the Community Development Director and are subject to the following guidelines:

1. The Historic Landmarks Board and Planning Commission may approve the location, supporting brackets and general banner design of signs for changing events. The Community Development Director may approve subsequent or periodic changes.
2. Temporary signs announcing retail sales will be reviewed for compatibility with the Historic District and are subject to the following:
 - a. Size: 3 square feet.
 - b. Letters: 6" in height.
 - c. Aggregate area of all temporary signs on a business tenant frontage: 10% of display window area.
 - d. Illuminated, luminescent and fluorescent signs strongly discouraged.
3. Temporary real estate sale or lease information and construction, alteration and repair signs shall be reviewed for compatibility with the Historic overlay district and are subject to the following:
 - a. Size: 3 square feet.
 - b. Letters: 3" in height.
 - c. Aggregate area of temporary signs on business frontage: 6 square feet.
 - d. Illuminated, luminescent and fluorescent signs discouraged.
4. The number and duration of temporary signs shall be at the discretion of the Community Development Director, subject to the following:
 - a. Duration: No greater than 30 days.
 - b. Frequency: No more than 4 times per year.
 - c. Period of at least 30 days between any of four display periods, unless waived by the Community Development Director.

Q. Special Signs. Creative signs that do not fit within another identified category may be allowed, subject to the following guidelines:

1. Moveable signs require Historic Landmarks Board and Planning Commission approval prior to initial use.
2. Review by the Planning Commission and Historic Landmarks Board shall consider appropriateness to and compatibility with the Historic District.
3. Special signs shall only be approved if the Historic Landmarks Board and Planning Commission can make one or more of the following findings:

- a. Proposal contributes to the vitality of the Historic District.
 - b. Proposed sign provides a better visual building and signage relationship for a difficult building or location.
 - c. Proposal maintains a size and character appropriate to the pedestrian scale of the Historic District.
4. Special signs shall be creative and unique to the business, location, building architecture or neighborhood character.

10.42.080 Administrative Sign Permits

- A. Applicability.** The following sign applications are subject to the applicable sign standards and may be administratively reviewed and approved by the Community Development Director, or her/his designee, provided that such signs are not located within any historic district or upon any property or structure listed on the local register:
- 1. Text replacement of existing approved signs where a business has changed ownership or use provided that the size, color, and location of the sign does not change.
 - 2. In the CN, CR, CC, and CW districts, signs which do not exceed six (6) square feet in area in the aggregate of permanent signs for a business and have no internal illumination.
 - 3. In the SC, W, and I districts, signs which do not exceed twenty (20) square feet in area in the aggregate of permanent signs for a business and have no internal illumination.
- B. Procedure and Required Information.** An application for administrative sign permit shall be filed in accordance with Section Sections 10.42.090.D (Submittal Requirements).
- C. Findings and Determination.** The Community Development Director, or her/his designee, shall determine whether the proposed sign is consistent with the standards (Section 10.42.060, Sign and Awning Standards) and Findings of Approval (Section 10.42.090.E) of this Chapter. A written determination shall be provided within ten (10) days after the initial submittal.
- D. Conditions of Approval.** In addition to the conditions specified in Section 10.50.090 (Recommended Conditions of Approval) the Community Development Director may impose additional conditions as necessary to assure compliance with the Standards specified in Section 10.42.060 (Sign and Awning Standards.)
- E. Appeal.** Administrative Sign Permit decisions may be appealed to the Planning Commission within ten (10) days of the decision date. Appeals must be submitted in writing and shall be processed in accordance with Chapter 10.84 (Appeals).
- F. Effective Date.** Community Development Director, or her/his designee, decisions of approval or denial of Administrative Sign Permit applications shall become final ten (10) days after date of decision, unless an appeal has been filed.