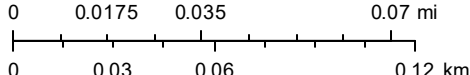


ATTACHMENTS

406/412 E Main St Master Sign Program

1. Vicinity Map
2. Aerial Map
3. Universal Application
4. Master Sign Program Application
5. Proposed Master Sign Program

406/412 E Main St - Vicinity Map



406/412 E Main St - Aerial Map

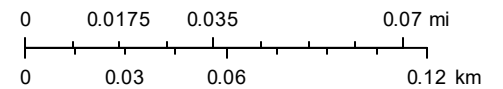


Nevada County GIS

January 7, 2025

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Scale:
1:2,257



UNIVERSAL PLANNING APPLICATION



Application Types

Administrative

- Limited Term Permit
\$757.00
- Zoning Interpretation
\$243.00

Development Review

- Minor Development Review – under 10,000 sq. ft.
\$1,966.00
- Major Development Review – over 10,000 sq. ft.
\$3,571.00
- Conceptual Review - Minor
\$497.00
- Conceptual Review – Major
\$847.00
- Plan Revisions – Staff Review
\$342.00
- Plan Revisions – DRC / PC Review
\$901.00
- Extensions of Time – Staff Review
\$306.00
- Extensions of Time – DRC / PC Review
\$658.00

Entitlements

- Annexation
\$8,505.00 (deposit) + \$20.00 per acre
- Condominium Conversion
\$5,339.00 (deposit) + \$25 / unit or \$25 / 1,000 sf com.
- Development Agreement – New
\$20,023.00 (deposit) + cost of staff time & consultant minimum \$300
- Development Agreement – Revision
\$7,486.00 + cost of staff time & consultant minimum \$300
- General Plan Amendment
\$8,000.00
- Planned Unit Development
\$8,839.00 + \$100.00 /unit and / or \$100 / 1,000 sf floor area
- Specific Plan Review - New
Actual costs - \$18,399.00 (deposit) (+ consultant min. \$300)
- Specific Plan Review - Amendments / Revisions
Actual costs - \$7,576.00 (deposit) (+ consultant min. \$300)
- Zoning Text Amendment
\$3,364.00
- Zoning Map Amendment
\$5,501.00
- Easements (covenants & releases)
\$1,794.00

Environmental

- Environmental Review – Initial Study
\$1,858.00
- Environmental Review – EIR Preparation
Actual costs - \$34,274.00 (deposit)
- Environmental Review - Notice of Determination
\$162.00 (+ Dept. of Fish and Game Fees)

- Environmental Review - Notice of Exemption
\$162.00 (+ County Filing Fee)

Sign Reviews

- Minor – DRC, Historic District, Monument Signs or other districts having specific design criteria
\$330.00
- Major – Master Sign Programs
\$1,407.00
- Exception to Sign Ordinance
\$1,046.00

Subdivisions

- Tentative Map (4 or fewer lots)
\$3,788.00
- Tentative Map (5 to 10 lots)
\$5,267.00
- Tentative Map (11 to 25 lots)
\$7,053.00
- Tentative Map (26 to 50 lots)
\$9,668.00
- Tentative Map (51 lots or more)
\$14,151.00
- Minor Amendment to Approved Map (staff)
\$1,208.00
- Major Amendment to Approved Map (Public Hearing) \$2,642.00
- Reversion to Acreage
\$829.00
- Tentative Map Extensions
\$1,136.00
- Tentative Map - Lot Line Adjustments / Merger
\$1,325.00

Use Permits

- Minor Use Permit - Staff Review
\$562.00
- Major Use Permit - Planning Commission Review
\$3,292.00

Variances

- Minor Variance - Staff Review
\$562.00
- Major Variance - Planning Commission Review
\$2,200.00

<u>Application</u>	<u>Fee</u>
Major master sign programs	1407.00
Total:	\$ 1407.00

Below is the Universal Planning Application form and instructions for submitting a complete planning application. In addition to the Universal Planning Application form, a project specific checklist shall be submitted. All forms and submittal requirements must be completely filled out and submitted with any necessary supporting information.

Upon receipt of the **completed forms, site plan/maps, and filing fees**, the Community Development Department will determine the completeness of the application. This review will be completed as soon as possible, but within thirty (30) days of the submittal of the application. If the application is determined to be complete, the City will begin environmental review, circulate the project for review by agencies and staff, and then schedule the application for a hearing before the Planning Commission.

If sufficient information **has not** been submitted to adequately process your application, you will receive a notice that your application is incomplete along with instructions on how to complete the application. Once the City receives the additional information or revised application, the thirty (30) day review period will begin again.

Since the information contained in your application is used to evaluate the project and in the preparation of the staff report, it is important that you provide complete and accurate information. Please review and respond to each question. If a response is not applicable, N/A should be used in the space provided. Failure to provide adequate information could delay the processing of your application.

Additional information may be obtained at www.cityofgrassvalley.com regarding the 2020 General Plan and Zoning. You may also contact the Community Development Department for assistance.

ADVISORY RE: FISH AND GAME FEE REQUIREMENT

Permit applicants are advised that pursuant to Section 711.4 of the Fish and Game Code a fee of **\$3,445.25** for an Environmental Impact Report and **\$2,480.25** for a Negative Declaration* shall be paid to the County Recorder at the time of recording the Notice of Determination for this project. This fee is required for Notices of Determination recorded after January 1, 1991. A Notice of Determination cannot be filed and any approval of the project shall not be operative, vested, or final until the required fee is paid. This shall mean that building, public works and other development permits cannot be approved until this fee is paid. These fees are accurate at the time of printing, but **increase the subsequent January 1st** of each year.

This fee is **not** a Grass Valley fee; it is required to be collected by the County pursuant to State law for transmission to the Department of Fish and Game. This fee was enacted by the State Legislature in September 1990, to be effective January 1, 1991.

*If the City finds that the project will not have an impact on wildlife resources, through a De Minimus Impact Finding, the City will issue certificate of fee exemption. Therefore, this fee will not be required to be paid at the time an applicant files the Notice of Determination with the County Recorder. The County's posting and filing fees will still be required.

4. **Cortese List:** Is the proposed property located on a site which is included on the Hazardous Waste and Substances List (Cortese List)? Y ____ N ✓

The Cortese List is available for review at the Community Development Department counter. If the property is on the List, please contact the Planning Division to determine appropriate notification procedures prior to submitting your application for processing (Government Code Section 65962.5).

5. **Indemnification:** The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney's fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this permit, or the activities conducted pursuant to this permit. Accordingly, to the fullest extent permitted by law, the applicant shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney's fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this permit, or the activities conducted pursuant to this permit. Applicant shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

6. **Appeal:** Permits shall not be issued until such time as the appeal period has lapsed. A determination or final action shall become effective on the 16th day following the date by the appropriate review authority, where no appeal of the review authority's action has been filed in compliance with Chapter 17.91 of the City's Development Code.

The 15-day period (also known as the "appeal" period in compliance with Chapter 17.91) begins the first full day after the date of decision that the City Hall is open for business, and extends to the close of business (5:00 p.m.) on the 15th day, or the very next day that the City Hall is open for business.

I hereby certify, to the best of my knowledge, that the above statements are correct.

Property Owner/*Representative Signature: Peter Mwangi

***Property owner must provide a consent letter allowing representative to sign on their behalf.**

Applicant Signature: Peter Mwangi

--OFFICE USE ONLY--	
Application No.:	Date Filed:
Fees Paid by:	Amount Paid:
Other Related Application(s):	

MASTER SIGN PROGRAM MURALS & SIGN EXCEPTIONS



SUPPLEMENTAL APPLICATION INFORMATION

Application Request: Sign for the UPS Store at 412 East Main Street, Grass Valley, CA 95945

Property Address or Location: 412 East Main Street, Grass Valley, CA 95945

SUPPLEMENTAL CHECKLIST

The following includes items required for a complete application. Some specific types of information may not apply to your project. If you are unsure, check with Planning Division Staff. A copy of this list will be returned to you if your application is determined to be incomplete.

A. Application Checklist:

- One completed copy of Universal Application form.
- One completed copy of the Environmental Review Checklist (if applicable).
- One electronic copy of the site plan and all other applicable plans/information.
- One materials sample board (if applicable).
- If a sign exemption is being requested, list the reasons for the exemption.
- The appropriate non-refundable filing fee.

B. Site Plan:

- SITE PLAN; An 8 1/2" x 11" Site Plan for the property on which the sign(s) will be placed including:
- Location of existing and proposed signs on site.
- Provide square footage and type of each sign and total square footage for all signs.
- For more than one sign, please give each sign a number starting with the number 1.
- For suspended or projecting signs please note distance from sidewalk to bottom of sign.

- For wall signs add an additional sheet showing dimensions and square footage of building walls on which signs will be placed.
- For monument, shopping center, or other freestanding signs show sight distance from driveways and intersection corners.

C. Sign Illustrations:

- Color drawing of each proposed sign including:
- Number each sign corresponding to number shown on the site plan.
- Message on sign including; typeface, font, and design details.
- Dimensions in feet and total square footage area of proposed sign.
- Overall height of all monument and freestanding signs.

D. Murals: A mural placed on a wall of a structure may be allowed in any commercial, industrial, and other non-residential zone subject to the following requirements. All murals shall be subject to the review and recommendation by the Development Review Committee (DRC) and approval by the Commission.

- A mural without text visible from the public right-of-way may be approved in addition to (not counted as part of) the sign area allowed by the Development Code; a mural with text shall comply with the sign area limitations applicable to the site.
- Murals that illustrate the local setting, history, or cultural significance as sources of inspiration are encouraged.
- The approval of a mural shall require that the review authority first find that the colors, placement, and size of the mural are visually compatible with the structure's architecture, and that the mural will serve to enhance the aesthetics of the City.

E. Mounting Details:

- Mounting details may be placed on the Sign Plan or as a separate sheet but must include the following:
- Description of material used in construction of sign.
- Thickness and approximate weight of sign for suspended or projecting signs.
- Means of exterior or interior lighting including shielding, type, and size of lamps (if applicable).
- For suspended signs provide details of anti-sway devices.

406/412 East Main Street

Grass Valley, CA

DRAFT SIGN CRITERIA

General Requirements.

- A. Tenants shall submit before fabrication one electronic copy of the drawings for all proposed sign(s) in color to Lessor for approval. Drawings must include size, location, design, style and size of lettering, texture, material, type of illumination, installation details, color selections, logo design and window graphics. Lessor's approval of the proposed sign(s) shall be at Lessor's sole discretion.
- B. Lessee shall at its sole cost and expense pay for any and all costs associated with the sign(s), including but not limited to City of Grass Valley permits and the fabrication, installation and maintenance of the sign(s).
- C. Lessee shall be responsible for the fulfillment of all requirements and specifications.
- D. The size, location, design, style and size of lettering, texture, material, type of illumination, color selections, logo design and wall graphics of said sign(s) shall in no way detract from the design of the center and/or the surrounding properties.

Location of Signs.

- A. All signs or devices advertising an individual use, tenant, or business shall be attached to the storefront in which the use, tenant, or business is located.

Sign Design.

Freestanding Pylon Sign.

- A. One (1) double faced pylon sign may be installed for the center.
- B. The pylon sign may not exceed 36 square feet for a single face.
- C. The height of the sign may not exceed six (6) feet, including the sign base. Individual letters may not exceed 12 inches in height.
- D. The sign shall be set back a minimum of five feet from a street or interior property line and a minimum of ten feet from the edge of a driveway so as to not obstruct traffic safety sight area.
- E. All installed lighting must be directed downward and shielded.

Wall Signs.

- A. Lessees occupying the entire ground floor tenant space in either 406 or 412 East Main Street building may, at their sole cost and expense, install and maintain one (1) wall-mounted sign above their leased premises not to exceed one square foot per lineal foot of frontage of the premises. No other wall signs shall be allowed. Tenants must occupy the entirety of the ground floor in one of the buildings to be eligible for a wall sign. Tenants occupying a portion of the ground floor may list their business name on a freestanding pylon sign, as permitted by this Sign Criteria.
- B. Width of sign must not exceed 60% of tenant frontage width, including logo.
- C. Total vertical sign height not to exceed 24 inches. The maximum height for letters is 18 inches.
- D. The wall-mounted sign shall be made up of individual pan channel letter construction and each letter, numeral or unit will be mounted, structurally, electrically and individually in a manner that conceals the raceway and fasteners.
- E. Each letter or numeral will be internally illuminated and will be faced with Plexiglas or similar material.
- F. Letter faces will be 3/16" acrylic with a minimum of 3/4" trimcap.
- G. Upon Lessor's approval and subject to the requirements of the City, Lessee may have illuminated logos of the same construction as the wall sign letters.
- H. Lessee shall choose the color and letter style of the sign.

Window Signs.

- A. Lessee may, at its sole cost and expense, place, construct and maintain within the window areas of the Leased Premises, a small neon "open" sign, not to exceed two (2) square feet. Provided, however, Lessee must obtain all required permits and governmental approvals and Lessor's consent, which consent shall not be unreasonably withheld.
- B. Lessee may, at its sole cost and expense, place, construct and maintain in an area not to exceed a total of one hundred and forty-four (144") square inches on the interior side of the exterior glass of the door entrance, subject to Lessor's prior written approval and Lessee's compliance with the requirements of the City, decal application lettering indicating hours of business, telephone numbers, and similar information or logos or manufacturer's decals, or other similar items. Lettering shall not exceed two and one-half (2 1/2") inches in height.
- C. No graphics painted directly onto the glass panes shall be allowed.
- D. If required by the United States Postal Service, Lessee shall install at its sole cost and expense, the numbers only for the street address. The size, type, color

and location of the numbers shall be determined by Lessor.

General Sign Restrictions.

- A. No signs, placards, advertisements, name, insignias, trademarks, descriptive material or any other similar item, shall be placed, constructed or maintained against or on the glass panes or supports of the windows or doors of the Leased Premises or upon the exterior walls of the building, beyond what is permitted above.
- B. All signs, advertisements, name, insignias, trademarks, descriptive material or other similar items, must be set back twenty-four (24") inches from the glass panes or supports of the windows or doors of the Leased Premises.
- C. Advertising devices such as attraction boards, posters, banners, pennants, spinners, streamers, balloons, flags and other similar devices used to attract attention are prohibited. Grand opening or promotional signage must comply with the City of Grass Valley Sign Ordinance and be approved by Lessor prior to placement or installation.
- D. Advertising media including, but not limited to, search lights, flashing lights, speakers, phonographs or other similar visual or audio media are prohibited.
- E. Painted, flashing, animated, audible, revolving or other signs that create the illusion of animation are prohibited.
- F. No exposed junction boxes, lamps, tubing, conduits, raceways or neon cross-overs of any type are permitted on the exterior of the canopy facade.
- G. There shall be no roof top signs, or signs which extend above the roof line of the building to which they are attached.
- H. There shall be no roof top signs, or signs which extend above the roof line of the building to which they are attached.
- I. Sign(s) may not project more than ten (10) inches from the building and shall not project into any dedicated public right-of-way.
- J. No labels shall be permitted on the exposed surface of the sign(s) except those required by local ordinance, which shall be applied in an inconspicuous location.
- K. No portable signs shall be permitted.
- L. No painted lettering will be permitted.

General Construction Requirements.

- A. Lessee at its sole cost and expense, shall obtain from the City building and electrical permits as may be required.
- B. All sign(s) shall be completely constructed and installed by a contractor qualified to fabricate and install such sign(s).

- C. All letters shall be fabricated using full welded construction.
- D. All exterior sign materials, bolts, fastenings and clips of all types shall be made of one (1) of the following materials, hot dipped galvanized iron, stainless steel, aluminum, brass, nickel or cadmium plated and primed and painted to match the trim color of the Shopping Center. Exterior signs must be secured by concealed fasteners.
- E. Each sign and supporting hardware, including temporary signs, shall be maintained in good repair and functioning properly at all times. The Lessor may correct or repair any and all signs in accordance with this Sign Criteria at the Lessee's sole cost and expense.
- F. All exterior signs exposed to the weather shall be mounted at least three quarter (3/4") inches from the building to permit proper dirt and water drainage.
- G. All sign display and primary wiring shall be connected by a contractor qualified to connect such sign(s).
- H. Location of all openings for conduit in sign panels or building walls shall be indicated on drawings submitted to and approved by Lessor, as more specifically set forth in General Requirements, above.
- I. Lessee shall be fully responsible for the operations of each of its sign contractors.

Prohibited Signs.

- A. No person, tenant, or business shall install or maintain or cause to be installed or maintained any sign which simulates or imitates in size, color, lettering, or design any traffic sign or signal, or which makes the use of the words "STOP", "LOOK", "DANGER", or any other words, phrases, symbols, or characters in such a manner as to interfere with, mislead, or confuse traffic.
- B. Signs on or affixed to trucks, automobiles, trailers or other vehicles which advertise, identify, or provide direction to a use of activity not related to its lawful making or deliveries or sales of merchandise or rendering of services from such vehicles, is prohibited.
- C. No modification of the existing pylon sign not compliance with the standards established in this Sign Criteria shall be allowed.