Regular Meeting of the City of Concord Design Review Board

Thursday, August 22, 2019 5:30 p.m. Permit Center Conference Room
1950 Parkside Drive

Information for the public on participation at Design Review Board meetings can be found on the back of the Speaker Identification Card located near the Permit Center Conference Room entrance. Should you have any questions after consulting the Speaker Identification Card, please contact the Planning Division at (925) 671-3152 prior to the Design Review Board meeting.

AGENDIZED ITEMS - The public is entitled to address the Design Review Board on items appearing on the agenda before or during the Design Review Board’s consideration of that item. Each speaker will be limited to approximately three minutes.

1. ROLL CALL

2. PUBLIC COMMENT PERIOD

3. CONSENT CALENDAR
   A. 8/08/19 Meeting Minutes

4. STAFF REPORTS - None

5. PUBLIC HEARINGS
   A. Fire Wings Sidewalk Cafe (PL19140 - DR) - Final Design Review for an outdoor seating area at 2028 Salvio Street. The General Plan designation is Downtown Pedestrian; Zoning classification is DP (Downtown Pedestrian); APN 126-370-002. Project Planner: Lorna Villa @ (925) 671-3176
B. **Ridge Park Lane Hillside Development (PL18141 - DR)** - Final Design Review for three single-family homes located at 16, 22, and 28 Ridge Park Lane. The General Plan designation is Rural Residential; Zoning classification is RR40 (Rural Residential, 40,000 sq. ft. minimum lot size); APN's 130-031-023, -025, -026. **Project Planner: Jerry Hittleman @ (805) 644-4455 x163**

C. **2001 Clayton Road Master Sign Program (PL19073 - DR)** - Final Design Review for a Master Sign Program at 2001 Clayton Road. The General Plan designation is Downtown Mixed Use; Zoning classification is DMX (Downtown Mixed Use); APN 126-640-016. **Project Planner: Frank Abejo @ (925) 671-3128**

6. BOARD CONSIDERATIONS AND ANNOUNCEMENTS

7. STAFF ANNOUNCEMENTS

8. ADJOURNMENT

Next Meeting: Regular Meeting
Date: 9/12/2019 – 5:30 PM

**ADA NOTICE**

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator at (925) 671-3031, at least five days in advance of the hearing. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.
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**AGENDIZED ITEMS** - The public is entitled to address the Design Review Board on items appearing on the agenda before or during the Design Review Board’s consideration of that item. Each speaker will be limited to approximately three minutes.

1. **ROLL CALL:**

   *Commissiners Present: J. Moore, K. Shelby, S. Alaksa, R. Barbour, R. Wells*

   *Staff Present: Frank Abejo, Jessica Gonzalez, Lorna Villa, Sarah Yuwiler*

   *Audience in Attendance: 22*

2. **PUBLIC COMMENT PERIOD** - *None*

3. **CONSENT CALENDAR**

   A. **7/25/19 Meeting Minutes**

   **ACTION:** Approved, 5-0. *(Shelby motioned, Wells seconded)*
4. **STAFF REPORTS**

   A. **Garden Apartments Railing Replacement at 2093 Mount Diablo Street (PL19064 - DR)** - Project Planner: Jessica Gonzalez @ (925) 603-5821

   **ACTION:** The Board accepted the final details on the railings and light fixture.

5. **PUBLIC HEARINGS**

   K. Shelby recused himself for the BMW Concord hearing.

   A. **BMW Concord (PL18403 - DR)** - Design Review for a 7,449 square foot addition to an existing automobile dealership at 1967 Market Street. The General Plan designation is Regional Commercial; Zoning classification is RC (Regional Commercial); APN 126-030-037. **Project Planner: Ryan Lenhardt @ (925) 671-3162**

   **ACTION:** The Board unanimously recommended staff approval with conditions as recommended in the staff report, including requiring removal of garage doors at service drop off area, and evaluating the specimen tree for compliance with WELO, 4-0. (Wells motioned, Barbour seconded)

   B. **Dialysis Center (PL19072 - DR)** - Design Review for a 17,268 square foot dialysis center at 1225 Willow Pass Road. The General Plan designation is West Concord Mixed Use; Zoning classification is WMX (West Concord Mixed Use); APN 126-421-002. **Project Planner: Sarah Yuwiler @ (925) 671-3465**

   **ACTION:** The Board unanimously recommended staff approval with conditions requiring additional modifications to the building architecture, 5-0. (Shelby motioned, Alaksa seconded). The additional modifications include the following: 1) Add fascia trim cap at the rafter tails at the roof line of the building; 2) Add a lintel architectural element above the large square windows within the arcade; 3) Provide architectural window sills; 3) Remove the wood wainscoting and instead use the wood as an accent on the recessed areas of the building; 4) Replace the small arched windows with square windows; 5) Work with staff to find a Spanish-style stone to be used on the columns of the building; 6) Provide decorative lights above the emergency exit doors; and 7) Use a textured stucco finish on the building. The Board requested
the following items to come back as staff report items: 1) A detail of the stone at the base of the building; 2) Detail of the fascia trim cap at the rafter tails; 3) Detail at the eve; 4) Detail for the sill at the window; and 5) Detail of the decorative lighting above the emergency exits.

C. Clayton Road Townhomes (PL19063 - DR) - Design Review for 70 townhomes at 3512 Clayton Road and 105 Roslyn Drive. The General Plan designations are Medium Density Residential and Commercial Mixed Use; Zoning classifications are RM (Residential, Medium Density) and CMX (Commercial Mixed Use); APN's 105-092-008, -020. Project Planner: Lorna Villa @ (925) 671-3176

ACTION: The Board recommended approval with conditions related to landscaping. The Board received comments from two neighbors concerning the compatibility of proposed three-story homes next to existing single-story homes, density, traffic and circulation, 3-2. (Wells motioned, Moore seconded. Shelby and Alaksa opposed)

6. STUDY SESSION

A. Bubble Street Drive-Through (PL19100 - DR) - Study Session for a 2,800 square foot restaurant and drive-thru at 2030 Diamond Boulevard. The General Plan designation is West Concord Mixed Use; Zoning Classification is WMX (West Concord Mixed Use); APN 126-521-005. Project Planner: Sarah Yuwiler @ (925) 671-3465

ACTION: The Board was supportive of the proposed modern design and felt that it would fit the overall Diamond Boulevard streetscape where other modern and contemporary buildings have been built. The Board provided the following comments: 1) Provide a section and site line that show that the rooftop mechanical equipment will be screened; 2) Consider treatment for the glass windows to as there is a concern with potential glare; 3) Consider glass doors with glass storefront above for the South elevation (similar to the east elevation); and 4) Consider a material other than wood for the louvers.

7. BOARD CONSIDERATIONS AND ANNOUNCEMENTS – None

8. STAFF ANNOUNCEMENTS – F. Abejo announced plans to have Contra Costa Water District conduct a presentation to the Design Review Board
and staff on the State Model Water Efficient Landscape Ordinance (WELO).

9. **ADJOURNMENT** - 8:49 p.m. (5-0, Shelby motioned, Barbour seconded)

Next Meeting: Regular Meeting
Date: 8/22/2019 - 5:30 PM
REPORT TO DESIGN REVIEW BOARD

DATE: August 22, 2019

I. GENERAL INFORMATION

Project Name: Fire Wings Sidewalk Cafe (PL19140 - DR)
Review Status: Side Walk Cafe Design Review
Location: 2028 Salvio Street
Parcel Numbers: 126-370-002
General Plan: Downtown Pedestrian
Zoning: DP (Downtown Pedestrian)
Applicant: Michael Martin
5407 Elderdown Way
Sacramento, CA 95835

Vicinity Map:
II. PROJECT BACKGROUND

On November 16, 2017, the Board reviewed a Final Design Review application for façade improvements to the Shops at Todos Santos located on the southeast corner of Salvio and Galindo Streets. The Board directed staff to return with the sidewalk café applications for tenants of the Shops at Todos Santos.

III. PROJECT DESCRIPTION AND DISCUSSION

On July 18, 2019, Michael Martin operator of Fire Wings submitted an application for an outdoor seating area. The site plan indicates counter seating for five, and nine tables with seating for two to four will be placed on the north and east sides of the tenant space. The seating area will be surrounded by a three foot high metal fenced with square grid wire panels. Additional improvements include eight three foot high by four foot side wood panel planters with artificial bamboo, five red umbrellas, and a metal trash can. The patio furniture will be gathered and chained when the restaurant closes.

The patio and restaurant will be open from 11:00 a.m. to midnight Monday through Friday and closes at 11:00 p.m. on Sunday. Beer and wine will be served inside the restaurant and within the patio area.

Staff recommends:

- The Board determine if the artificial bamboo hedge proposed is appropriate for the planter boxes. The applicant will be providing a sample of the bamboo at the meeting.

IV. RECOMMENDATION

Staff recommends the Board review the plans, consider staff’s recommendation, identify any additional issues, and provide comments for incorporation into the Sidewalk Café permit.

Prepared by: Lorna Villa
Associate Planner
(925) 671-3176
Lorna.villa@cityofconcord.org

Exhibits:
A- Written statement date stamp received August 2, 2019
B- Plans (2 pgs.) date stamp received July 30, 2019
RE: OUTDOOR PATIO – DESIGN NARRATIVE

The proposed patio was designed in response to the need for pedestrian spaces for relaxation and dining. The design was influence to the interior design concept of industrial-rustic and yet modern application of old world material.

The Fire Wings design standards was applied to existing conditions in the existing space which is metal & concrete. Furniture were carefully selected to blend well with the fencing and planters. Furniture are collected and chained when the stores are not in operation. Umbrellas will be collected and place inside when restaurant is close.

Fire Wings serves a wide demographic. The restaurant and the patio opens at 11am daily and closes 12 midnight Monday through Saturday. We serve the lunch and dinner crowds and anybody in-between. We are also known as a great place for late night food binges. Except for Sundays, we close at 11PM. We serve 21 flavors of Wings, great spicy sandwiches with amazing sides. We pair them with a great variety of soda and a wide selection of beer that can be serve and consumed both inside and outside patio area.
DATE: August 22, 2019

I. GENERAL INFORMATION

Project Name: Ridge Park Lane Hillside Development (PL18141-DR)
Review Status: Design Review
Location: Southwest of the intersection of Ridge Park Drive and Ridge Park Lane
Parcel Numbers: 130-031-023, -025-026
General Plan: Rural Residential
Zoning: RR-40 (Rural Residential, minimum lot size 40,000 sq. ft.)
Applicant: Creation Land Holdings, LLC
Jacqueline Seeno
4021 Port Chicago Highway
Concord, CA 94520

Vicinity Map:
II. PROJECT BACKGROUND

On April 15, 1992, the City of Concord Planning Commission approved a Hillside Development Plan as the first step towards approval of a five-lot subdivision at the intersection of Ridge Park Drive and Ridge Park Lane. On January 20, 1993, the Planning Commission approved a planned unit development and five-lot subdivision, consisting of three new single-family residences (lots 2, 4, and 5), and two existing homes (lots 1 and 3) in conformance with the previously approved Hillside Development Plan. The total project area for the Lots 2, 4 and 5 is 2.27 acres and the net lot sizes of the three lots are: Lot 2 is 0.79-acre, Lot 4 is 0.79-acre, and Lot 5 is 0.69-acre. A condition of approval of the subdivision required design review for homes on Lots 2, 4, and 5.

On March 12, 2018, the City received an application for Design and Site Development review of three hillside homes. On March 27, 2018, the Development Advisory Committee (DAC), which is comprised of staff from various City Departments and other agencies, reviewed the development application. Based on the City’s submittal requirements, the DAC members deemed the application incomplete.

On April 17, 2018, staff and the applicant conducted a neighborhood meeting. Eight neighbors attended the meeting who voiced concerns related to: height of houses and how height is measured, potential landslides, drainage and water overflow concerns, style of fences, street lighting, deed restrictions and/or CC&R restrictions, traffic around the Ridge Park Drive and Ridge Park Lane intersection, compatibility of landscaping, how will undeveloped hillsides be treated, extent of grading, and allowed locations for accessory structures. Neighbors to the north wanted to know how their view would be affected and if three-story homes would have a view to the neighboring house with a pool.

On June 14, 2018, the Design Review Board conducted a preliminary review of the project. The Board requested that the applicant provide the following exhibits and plan revisions for the next DRB meeting: 1) a detailed exhibit of the proposed retaining walls, including their height above finished grade; 2) a three dimensional rendering and/or model of the project site showing the proposed homes and their relationship to the project site and immediately surrounding existing homes; 3) a plan showing the location and type of wire fencing to be provided along the perimeter of the property and between the three lots; 4) individual site plans for each lot; 5) reduce the three story appearance of the proposed homes through a height reduction to one or two stories and/or by having the garage entrance as the only lower level component of the home; 6) redesign to flatten and spread out the design of the home on Lot 4 to reduce the overall bulk and scale of the home; and 7) create more space between the proposed homes on Lots 2 and 5 to reduce the overall mass of the homes in comparison to surrounding properties.

On August 15, 2018, the applicant resubmitted revised plans in response to comments received at the June 14, 2018 DRB meeting. The DAC reviewed the revised plans and deemed them incomplete on August 24, 2018.

On September 27, 2018, the Design Review Board conducted a second preliminary review of the Ridge Park Tract - 3 Hillside Homes. The Board found that the plans addressed their June 14th comments, except for information on the location of fencing and the recommendation to create more
space between Lots 2 and 5 which were not incorporated into the revised plans. In addition to addressing the outstanding items from June 14th, the Board recommended the applicant revise the plans to address the following comments: 1) Achieve more front/side elevation relief for all homes; 2) Give up traditional usable rear yards and incorporate non-traditional yards into the design for all homes (i.e. usable side yard space and decks/terraces); 3) Redesign homes to fit into the neighborhood, which is comprised of 1-2 story homes; 4) Diversify the elevations for Lots 2 and 5, which have the same floor plan; 5) Explore revising Lot 4 setbacks to reorient the house to the street; and 6) Explore the use of different (darker) earth-tone color palette for the Lot 5 residence.

On June 6, 2019, the applicant resubmitted revised plans in response to comments received at the September 27, 2018 DRB meeting. The Planning Division reviewed the revised plans and deemed them incomplete on July 5, 2019.

On July 16, 2019, the applicant resubmitted revised plans and renderings for the proposed project. The Planning Division reviewed the plans (attached) and deemed them complete.

The Board recommendations for Design Review will be incorporated as conditions of approval considered by the Zoning Administrator as part of the associated Hillside Development Use Permit.

III. DISCUSSION

The September 27, 2018 DRB meeting comments from the meeting minutes are italicized below followed by the applicant’s response in bold and then staff’s comments and recommendations when applicable. Overall, staff believes the Board’s comments have been addressed and additional recommendations can be incorporated into the project’s conditions of approval.

1. Achieve more front/side elevation relief for all homes.

Modifications have been made to each home to provide more front/side elevation relief including the addition of hip roof elements and dormers, architectural window casings, arches and shutters and the introduction of complimentary stone veneers and siding.

A comparison of the revised plans (June 2019) including size and design of the three hillside homes, compared to the previous design (August 2018) is shown on the attached revised building plans and described in Table 1 below:
Table 1: Comparison of Current Design (June 2019) With the Previous Design (August 2018)

<table>
<thead>
<tr>
<th>Lot Number</th>
<th>1&lt;sup&gt;st&lt;/sup&gt; Floor - Basement (Sq. Ft.)</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt; Floor (Sq. Ft.)</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt; Floor (Sq. Ft.)</th>
<th>Total Square Footage</th>
<th>Design Revisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 2 - Previous Design</td>
<td>703</td>
<td>1,313</td>
<td>1,585</td>
<td>3,601</td>
<td>The front elevation did not provide significant relief and did not step back as required by the Hillside Design Guidelines.</td>
</tr>
<tr>
<td>Lot 2 - Current Design</td>
<td>626</td>
<td>1,225</td>
<td>1,646</td>
<td>3,497</td>
<td>The overall square footage of the home has been reduced by 104 square feet. The revised design includes improved relief through the use of a sloping roof above the second level with dormer windows set into the roof at the third level to reduce the overall appearance of bulk when viewing the front and side elevations.</td>
</tr>
<tr>
<td>Lot 4 - Previous Design</td>
<td>204</td>
<td>1,608</td>
<td>1,310</td>
<td>3,122</td>
<td>The front and side building elevations were square and provided minimal relief when viewed from the properties to the east and private driveway approach.</td>
</tr>
<tr>
<td>Lot 4 - Current Design</td>
<td>143</td>
<td>1,904</td>
<td>1,218</td>
<td>3,265</td>
<td>Although the overall square footage has increased by 143 sq. ft. the third story has been reduced in by 92 sq. ft. Additional relief has been incorporated into the front/side elevations through the use of dormer windows set into a sloping roof at the third level.</td>
</tr>
<tr>
<td>Lot 5 - Previous Design</td>
<td>703</td>
<td>1,313</td>
<td>1,585</td>
<td>3,601</td>
<td>The front and side elevations provided only minimal relief between the 1&lt;sup&gt;st&lt;/sup&gt; and 2&lt;sup&gt;nd&lt;/sup&gt; levels and the third level of the home.</td>
</tr>
<tr>
<td>Lot 5 - Current Design</td>
<td>731</td>
<td>1,633</td>
<td>1,884</td>
<td>4,248</td>
<td>This home is 647 sq. ft. larger than the previous design. To compensate, the second and third levels have been set further into the hillside to provide more side/front elevation relief. The appearance of bulk at the third level has been reduced again through the use of dormer windows set into a sloping roof and an increased step-back between the second and third levels.</td>
</tr>
</tbody>
</table>

As described in the design revision section of Table 1, staff believes that the applicant has improved the design of the three hillside homes to provide additional front/side elevation relief as requested by the Board. This has been achieved by setting the homes further into the hillside and stepping them
back from the ground floor to upper floors to conform to the natural slope. In addition, sloping roofs and the use of dormer windows on the upper levels have been used to provide further relief.

2. *Give up traditional usable rear yards and incorporate non-traditional yards into the design for all homes (i.e. usable side yard space and decks/terraces).*

Traditional usable rear yard space has been minimized for each design. Where applicable, terraces have been created in conjunction with the required retaining walls. Ample opportunity also exists on each lot for future decking which can complement the natural slopes with minimal grading impact.

All proposed retaining walls have been reduced to a height of four feet or less in accordance with the City's Hillside Protection Ordinance (Section 18.300.E). This has resulted in the reduction and appearance of large retaining walls and graded areas around the proposed home sites. To compensate for the reduction in retaining wall height and usable traditional rear yard space, the revised design incorporates additional terraces and non-traditional useable side yards and patios in front of the homes on Lots 2 and 5. Therefore, staff believes that the applicant has complied with the Board's comment regarding incorporation of non-traditional yards into the design for all homes.

3. *Redesign homes to fit into the neighborhood, which is comprised of 1 - 2 story homes.*

**Entryways and windows have been widened and roof elements re-oriented to highlight horizontal rather than vertical elements of each home creating a collection of two-story homes with livable basement areas that have been designed to better fit with the surrounding neighborhood.**

The applicant addressed the Board's comment by redesigning the homes to minimize the appearance of a three-story home from neighboring properties and roadways. This was accomplished by providing gable roofs with dormer windows on the third level and greater front and side elevation relief. They also have pushed the homes further into the existing slope resulting in stepped offsets between the various floors. As a result of the redesign, some portions of the gable roofs are above 30' when measured from the finished grade, which is generally 8' to 12' below the existing grade on the site. This will require approval of a minor height exception in accordance with the Concord Development Code.

4. *Diversify the elevations for Lots 2 and 5, which have the same floor plan.*

**Both the elevations and the floorplans for Lots 2 and 5 have been redesigned. Each residence now has individual elevation and floorplan elements creating a more diversified collection of homes.**

The previous submittal proposed similar homes that were both 3,601 square feet in size. As described above, the applicant has addressed the Board's request by altering both the exterior elevations and floor plans for Lots 2 and 5, which have been redesigned to distinguish the size, design, and outward appearance of homes. The size of the proposed homes are: Lot 2 – 3,497 square feet and Lot 5 – 4,258 square feet.
5. Explore revising Lot 4 setbacks to reorient the house to the street.

We explored revising the Lot 4 setbacks to reorient the house to the street and found that the current orientation provides the least amount of impact to the hillside environment. The front entrance has been rotated from the downhill elevation to the left elevation helping to minimize the perceived vertical element of the residence while increasing the diverse nature and perspective of the home.

The front entry to the home on Lot 4 is on the left side elevation, which is visible from Ridge Park Lane and the private entry drive. This orientation would improve the orientation of the home to these streets.

6. Explore the use of a different (darker) earth tone color for the Lot 5 residence.

The color palette for the Lot 5 residence has been shifted toward the use of moderate earth tones moving away from lighter shades and white stucco walls.

The proposed earth tone color palette for Lot 5 is shown on the revised project elevations. A color board showing these colors will be available at the DRB meeting.

In addition, the following outstanding comments from the June 14, 2018, Board meeting were addressed by the applicant as follows:

7. Provide fencing in conformance with Concord Municipal Code Section 18.300.050.E.

As each lot is substantial in size, the exact location of perimeter and/or screen fencing shall be determined in conjunction with the individual homebuyer for each lot. All fencing shall comply with the City of Concord Standards and any appropriate Design Guidelines and/or Conditions of Approval applicable to this project.

Concord Municipal Code Section 18.300.050.E requires the following regarding fence design:

“Exterior fencing on hillside parcels shall be limited to wire mesh with wood posts or other similar natural materials that are transparent and do not significantly affect views of the site. Chain link fencing, solid wood, masonry, or other opaque fence/wall materials are prohibited.”

The applicant and future homeowners will be required to comply with these fence design standards.

8. Create more space between the proposed homes on Lots 2 and 5 to reduce the overall mass of the homes in comparison to surrounding properties.

We evaluated the possibility of creating more space between the homes on Lots 2 and 5. Due to the existing topography, and elevation, setback and grading constraints per the Conditions of Approval and Hillside Ordinance, creating more space between Lots 2 and 5 is not feasible. As such, the location of the Lot 2 and Lot 5 residences have not been altered. It should be noted;
however, that the orientation of the landscaping proposed for each home on Lot 2 and Lot 5 will work to create a visual break downplaying the perceived mass in comparison to surrounding properties.

The revised retaining wall design with lower retaining walls and landscaping with several trees located between the homes on Lots 2 and 5 would improve the overall appearance of the mass of these proposed homes when viewed from surrounding properties to the east and Ridge Park Lane.

IV. RECOMMENDATION

Staff recommends the Board review the plans, consider the revised homes discussed in this report, identify any additional issues, and recommend approval of the revised project.

V. MOTION

Staff has prepared the following motion for the Board’s consideration for the project.

I (Board Member __________) hereby move that the Design Review Board recommend approval of Ridge Park Lane Hillside Development Use Permit (PL18141-DR), subject to the Development Code provisions applicable to the project and any additional recommendations made by the Board.

Prepared by: Jerry Hittleman
Contract Planner

Exhibits:
A. Applicant’s response to comments date stamp received June 6, 2019 and July 15, 2019
B. Revised Home Plans and Landscape Plans date stamp received June 6, 2019
C. Fence Plan date stamp received July 16, 2019
D. Revised Colored Distant Perspective date stamp received July 16, 2019
June 5, 2019

Lorna Villa
City of Concord
1950 Parkside Drive
Concord, CA 94519

Re: Ridge Park 3 Design Review Board Resubmittal

Dear Ms. Villa

Please accept this letter along with the required exhibits as Creation Land Holdings, LLC’s resubmittal of the Ridge Park 3 project for Design Review Board (DRB) consideration. An annotated response to each of the action items identified at the September 27, 2018 DRB meeting is listed below:

1. Achieve more front/side elevation relief for all homes.
   Modifications have been made to each home to provide more front/side elevation relief including the addition of hip roof elements and dormers, architectural window casings, arches and shutters and the introduction of complimentary stone veneers and siding.

2. Give up traditional usable rear yards and incorporate non-traditional yards into the design for all homes (i.e. usable side yard space and decks/terraces).
   Traditional usable rear yard space has been minimized from each design. Where applicable, terraces have been created in conjunction with the required retaining walls. Ample opportunity also exists on each lot for future decking which can complement the natural slopes with minimal grading impact.

3. Redesign homes to fit into the neighborhood, which is comprised of 1 – 2 story homes.
   Entryways and windows have been widened and roof elements re-oriented to highlight horizontal rather than vertical elements of each home creating a collection of two story homes with liveable basement areas that have been designed to better fit with the surrounding neighborhood.

4. Diversify the elevations for Lots 2 and 5, which have the same floor plan.
   Both the elevations and the floorplans for Lots 2 and 5 have been redesigned. Each residence now has individual elevation and floorplan elements creating a more diversified collection of homes.

5. Explore revising Lot 4 setbacks to reorient the house to the street.
   We explored revising the Lot 4 setbacks to reorient the house to the street and found that the current orientation provides the least amount of impact to the hillside environment. The front
entrance has been rotated from the downhill elevation to the left elevation helping to minimize the perceived vertical element of the residence while increasing the diverse nature and perspective of the home.

6. Explore the use of different (darker) earth tone color palette for the Lot 5 residence. The color palette for the Lot 5 residence has been shifted toward the use of moderate earth tones moving away from lighter shades and white stucco walls.

In addition, the following outstanding previous action items are addressed as follows:

1. Fencing. As each lot is substantial in size, the exact location of perimeter and/or screen fencing shall be determined in conjunction with the individual homebuyer for each lot. All fencing shall comply with the City of Concord Standards and any appropriate Design Guidelines and/or Conditions of Approval applicable to this project.

2. Create more space between the proposed homes on Lots 2 and 5 to reduce the overall mass of the homes in comparison to surrounding properties. We evaluated the possibility of creating more space between the homes on Lots 2 and 5. Due to the existing topography, and elevation, setback and grading constraints per the Conditions of Approval and Hillside Ordinance, creating more space between Lots 2 and 5 is not feasible. As such, the location of the Lot 2 and Lot 5 residences have not been altered. It should be noted, however, that the orientation of the landscaping proposed for each home on Lot 2 and Lot 5 will work to create a visual break downplaying the perceived mass in comparison to surrounding properties.

I trust this provides the information you require at this time. If you should have any questions or require additional information, please call.

Sincerely,

Brian S. Kesler

Cc: Jerry Hittleman
July 15, 2019

Lorna Villa
City of Concord
1950 Parkside Drive
Concord, CA 94519

Re: PL18141-HP
Ridge Park Tract #3
Response to 3rd Incomplete Letter dated July 5, 2019

Dear Ms. Villa

Please accept this letter along with the attached exhibits as Creation Land Holdings, LLC’s (Creation Land Holdings) response to the comments received from the City of Concord dated July 5, 2019 for the Ridge Park Tract #3 project. An annotated response to each of the items identified in the 3rd Incomplete Letter is listed below:

Completeness Items:

Planning Division

Site Plan

Lots 2, 4, and 5

- Fencing. Show the location and type of perimeter and interior fencing materials to be provided for each lot. Please refer to Section 18.300.050.E. that requires exterior fencing to be limited to wire mesh with wood posts or other similar natural materials. Although each homeowner could propose the location and type of fencing to be used, please provide information regarding the typical fencing allowed in hillside developments per the Concord Municipal Code Section 18.300.

Two fencing details have been added to the Preliminary Landscape Plan attached (See Preliminary Landscape Plan Sheet L4). As required by Concord Municipal Code Section
18.300.050.E the wire mesh/wood post detail will be utilized along the lot perimeters (property lines). Use of the solid decorative wood fence detail will be limited to select possible locations immediately adjacent to the residences (i.e. possible decorative screening at patio areas or as a decorative privacy fence in conjunction with a bedroom or bathroom window. The maximum height of the fence in either case shall be 6 feet with a possible minimum height of 4 feet in select locations. Where the solid decorative wood fence detail is utilized, plant material shall be adjusted and/or added to soften the outside view of the fence material. Specific fence locations and/or planting details shall be included in the Landscape Construction drawings to be submitted to the City for approval during the construction plan phase of the project.

Architecture

- Design Review Board (DRB) Comment. At their June 14, 2018 meeting, the DRB commented that the site be redesigned to “create more space between the proposed homes on Lots 2 and 5 to reduce the overall mass of the homes in comparison to surrounding properties.” They also commented at their September 27, 2018 meeting that the applicant should “Redesign the homes to fit the neighborhood, which is comprised of 1-2 story homes.” Your explanation of why these comments could not be completely addresses is noted. However, to better understand the overall bulk, scale and height of the redesigned homes, please provide updated renderings of the site from the neighboring property to the south from the same viewpoint as the previous renderings, with and without landscaping. This will assist the DRB and City staff to better understand the improvements made since the previous August 2018 submittal.

An updated perspective rendering has been provided to show the nature of each proposed residence within the hillside environment. Proposed elevations for all three homes have been enhanced to create vertical relief when viewed from the downhill perspective. Select enhancements have softened the vertical components of the previous iteration while increasing the individual character of each home. With respect to Lots 2 and 5 specifically, the separation distance between the two homes remains at 50 feet creating ample opportunity for both topographic character and landscape enhancements between the two homes as graphically portrayed on the attached Perspective Rendering. Placement of the homes on Lot 2 and Lot 5 meet all setback requirements while minimizing the impact of earth moving and grading to the hillside environment.

- Please note that the proposed basement level may continue to be considered three-story homes for the following reasons:
  - It is not clear that the proposed basement level of each home meets the following typical definition for the lower level of a home or would be considered to be a third story. Please provide information relative to the following definitions of “basement” and “story”: 
• “Basement – a usable space within a building, partly or wholly underground, and having more than one-half (1/2) of its height, measured from its floor to its finished ceiling, below the average adjoining grade.” Please submit information showing that the redesigned project complies with this definition.

Please see complete response below.

• In accordance with the Concord Municipal Code “story means that a portion of a building included between the surface of any floor and the surface of the floor directly above it; or, if there shall be no floor above, the space between such floor and the ceiling directly above it. Exceptions: (A) Subgrade parking structures and basements shall not be considered stories; (B) above-grade parking levels in commercial districts shall count as 0.75 stories.” Please provide an analysis of the number of stories in the redesigned homes per this definition.

Notations have been added to the Architectural sheets for each lot indicating the portion of each basement located below the adjoining grade and the defined space for each story from finished floor to finished floor or from finished floor to finished ceiling as may be the case. See attached revised Architectural Elevations and Floorplans.

I trust this provides the information you require at this time. If you should have any questions or require additional information, please call.

Sincerely,

Brian S. Kesler
Project Manager
Creation Land Holdings, LLC

Attachments
Ridge Park 3
Lots 2, 4 & 5

Creation Land Holdings, LLC
Design Review ~ June 5, 2019
Lot 2 - Front Elevation

Concord, California
Creation Land Holdings, LLC
Lot 2 - Basement Plan

**BED/BATH COUNT**

**BASEMENT**
- BEDROOMS: 1
- BATHROOMS: 1

**FIRST STORY**
- BEDROOMS: 0
- BATHROOMS: 0.5

**SECOND STORY**
- BEDROOMS: 3
- BATHROOMS: 2

**TOTALS**
- BEDROOMS: 4
- BATHROOMS: 3.5

**LIVING AREA**
- SECOND STORY: 1,646 SF
- FIRST STORY: 1,225 SF
- BASEMENT: 626 SF
- LIVING TOTAL: 3,497 SF

**RIDGE PARK 3**
CONCORD, CALIFORNIA

**EDI INTERNATIONAL, INC.**

**CREATION LAND HOLDINGS, LLC**
Lot 2 - First Story Plan
Lot 2 - Second Story Plan
Roof Plan

Front Elevation (Downhill) - See Sheet 2-1a

Rear Elevation

Right Elevation

Left Elevation

EDI INTERNATIONAL, INC.

RIDGE PARK 3
CONCORD, CALIFORNIA
CREATION LAND HOLDINGS, LLC

UPDATED - 1 AUGUST 2019
3 JUNE 2019
Lot 2 - Section
Lot 4 - Downhill Elevation
Lot 4 - Basement Floor Plan

BASEMENT
BEDROOMS 0
BATHROOMS 0

FIRST STORY
BEDROOMS 1
BATHROOMS 1

SECOND STORY
BEDROOMS 3
BATHROOMS 2

TOTALS
BEDROOMS 4
BATHROOMS 3

SECOND STORY 1,218 SF
FIRST STORY 1,904 SF
BASEMENT 143 SF
LIVING TOTAL 3,265 SF
Lot 4 - First Story Plan

RIDGE PARK 3
CONCORD, CALIFORNIA
CREATION LAND HOLDINGS, LLC

3 JUNE 2019
Front Elevation - See Sheet 4-1b

Downhill Elevation (Right) - See Sheet 4-1a

Rear Elevation
Lot 4 - Section

EDI INTERNATIONAL, INC.
RIDGE PARK 3
CONCORD, CALIFORNIA
CREATION LAND HOLDINGS, LLC

UPDATED - 1 AUGUST 2019
3 JUNE 2019

0 5 10 15 20 25 30 35 40
30'-0"
Lot 5 - Front Elevation
Lot 5 - Downhill Elevation
Lot 5 - Basement Plan

BED/BATH COUNT

BASEMENT
BEDROOMS 1
BATHROOMS 1

FIRST STORY
BEDROOMS 1
BATHROOMS 1.5

SECOND STORY
BEDROOMS 3
BATHROOMS 2

TOTALS
BEDROOMS 5
BATHROOMS 4.5

SECOND STORY 1,884 SF
FIRST STORY 1,633 SF
BASEMENT 731 SF
LIVING TOTAL 4,248 SF

EDI INTERNATIONAL, INC.
RIDGE PARK 3
CONCORD, CALIFORNIA
CREATION LAND HOLDINGS, LLC

3 JUNE 2019
Lot 5 - First Story Plan
Lot 5 - Second Story Plan
WIRE MESH FENCE DETAIL

FENCE LOCATIONS: OPEN WIRE MESH FENCE TO BE INSTALLED ALONG PROPERTY LINES

NOTES:
1. ALL WOOD TO BE ROUGH SAWN REDWOOD, EXCEPT FOR PRESSURE TREATED DOUG FIR POSTS.
2. RAILS TO CONFORM TO GRADES.

SOLID WOOD FENCE DETAIL

NO SCALE

FENCE LOCATIONS: SOLID WOOD FENCE TO BE INSTALLED IN CLOSE PROXIMITY TO THE HOUSE AT SELECT LOCATIONS SUCH AS PATIO AREAS OR AS A POSSIBLE PRIVACY SCREEN AT BEDROOM OR BATHROOM WINDOW LOCATIONS.

RECEIVED
JUL 1 6 2019
PLANNING

EXHIBIT C
DATE: August 22, 2019

I. GENERAL INFORMATION

Project Name: 2001 Clayton Road Master Sign Program (PL19073 – DR)

Review Status: Final Design Review

Location: 2001 Clayton Road

Parcel Number: 126-640-016

General Plan: Downtown Mixed Use

Zoning: DMX (Downtown Mixed Use)

Applicant: Jake Himmel
LCA Architects
590 Ygnacio Valley Road
Walnut Creek, CA 94596

Vicinity Map:
II. PROJECT BACKGROUND

In 2012, the City adopted the Development Code to replace the Zoning Ordinance. The Development Code introduced new sign standards and requirements, such as zoning-based sign criteria and specific triggers for when master sign programs are required.

LCA Architects, on behalf of Jamestown LP, has submitted an application for a master sign program for 2001 Clayton Road. Bank of America developed the property in 1983, along with four adjacent properties, as a technology center that consists of three office buildings, an operations building, and parking structure. The other properties of the original development are under separate ownership.

The Development Code requires a master sign program for skyline signs and whenever six or more signs are proposed. Additionally, in the DMX zoning district, the cumulative area for all signs is limited to 300 square feet but can be increased through a master sign program. The proposed master sign program includes skyline signs, exceeds six total signs, and exceeds the cumulative sign area standard.

Master sign programs proposing to deviate from a sign standard by up to 25% may be approved by staff. Deviations in excess of 25% require Planning Commission approval. The proposed master sign program will exceed the cumulative sign area standard by over 25% and requires Planning Commission approval. The Board’s recommendation on the master sign program will be forwarded to the Planning Commission for their consideration.

III. PROJECT DESCRIPTION AND DISCUSSION

The master sign program proposes skyline wall signs, tenant wall signs, freestanding ground signs, and freestanding pylon signs as detailed in the following table.

<table>
<thead>
<tr>
<th>Skyline Wall Sign</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Dimensions</strong></td>
</tr>
<tr>
<td><strong>Quantity</strong></td>
</tr>
<tr>
<td><strong>Area</strong></td>
</tr>
<tr>
<td><strong>Cumulative Area</strong></td>
</tr>
<tr>
<td><strong>Location(s)</strong></td>
</tr>
<tr>
<td><strong>Font</strong></td>
</tr>
<tr>
<td><strong>Colors</strong></td>
</tr>
<tr>
<td><strong>Materials</strong></td>
</tr>
<tr>
<td><strong>Illumination</strong></td>
</tr>
</tbody>
</table>
### Tenant Identification Wall Sign

<table>
<thead>
<tr>
<th>Dimensions</th>
<th>Varies by location from 4’h x 7’1 to 4’h x 36’1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantity</td>
<td>7 signs</td>
</tr>
<tr>
<td>Area</td>
<td>28 to 144 square feet</td>
</tr>
<tr>
<td>Cumulative Area</td>
<td>664</td>
</tr>
</tbody>
</table>
| Location(s)      | North elevation: first, third and top floor fascia  
|                  | East elevation: top floor fascia                 |
|                  | South elevation: first, third and top floor fascia |
|                  | West elevation: third and top floor fascia       |
| Font             | Registered trademark fonts or Helvetica for any tenant without registered trademark font. |
| Colors           | Tenant’s corporate/brand colors or with Owner approval (must be congruent with overall design of building and plaza) |
| Materials        | Individual channel letters with metal frame and perforated day/night acrylic front face. |
| Illumination     | Internally lit LED or Fluorescent tube          |

### Freestanding Pylon Sign

<table>
<thead>
<tr>
<th>Dimensions</th>
<th>3’w x 6’h</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantity</td>
<td>3</td>
</tr>
<tr>
<td>Area</td>
<td>18 square feet</td>
</tr>
<tr>
<td>Cumulative Area</td>
<td>54 square feet</td>
</tr>
<tr>
<td>Location(s)</td>
<td>Northeast, Southeast and Southwest corners of property</td>
</tr>
<tr>
<td>Font</td>
<td>“2001 Clayton Road” and Jamestown (property owner) information in unspecified font</td>
</tr>
<tr>
<td>Colors</td>
<td>Silver, white and/or Jamestown corporate colors</td>
</tr>
<tr>
<td>Materials</td>
<td>Metal channel letters, concrete or stone sign frame and base, stone accent bar</td>
</tr>
<tr>
<td>Illumination</td>
<td>TBD – LED internal or ground-bases spot light optional</td>
</tr>
</tbody>
</table>

### Freestanding Monument Sign

<table>
<thead>
<tr>
<th>Dimensions</th>
<th>10’w x 3’h</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantity</td>
<td>1</td>
</tr>
<tr>
<td>Area</td>
<td>30 square feet</td>
</tr>
<tr>
<td>Cumulative Area</td>
<td>30 square feet</td>
</tr>
<tr>
<td>Location(s)</td>
<td>Northwest corner (Concord Boulevard and Galindo Street)</td>
</tr>
<tr>
<td>Font</td>
<td>“2001 Clayton Road” and Jamestown (property owner) information in unspecified font</td>
</tr>
</tbody>
</table>
Overall, staff is supportive of the proposed master sign program and recommends approval with the following clarifications or modifications incorporated into the final plans:

**Freestanding Monument and Pylon Signs**
- Provide site plan showing specific locations of freestanding monument and pylon signs and compliance with 40-foot visibility triangle at street corners.
- Relocate ground sign proposed at the Concord Boulevard and Galindo Street corner to the Clayton Road and Galindo Street corner.
- Remove “2001 Clayton Road” on all ground signs that do not face Clayton Road. As an alternative, the address copy can be replaced with an identifying name for the property.
- Coordinate with the property owner to the east on designing the pylon sign as a directional/wayfinding sign that serves both properties.
- Limit ground sign materials to concrete for the sign frame and base, and metal for sign copy and accent bar, consistent with the materials on the building.
- Concrete or stone materials should use integral colors and not be painted.
- Applicant should confirm sign illumination method. Sign illumination options seem limited to external spot lights due to the solid concrete or stone construction of the signs. While staff supports the use of indirect lighting such as spot lights, this lighting method may not be functional for the six foot tall pylon signs. Additionally, staff recommends integrating the spot lights into the sign design. This can be achieved by building out the base of the sign to encase the spot lights or for a lighting strip.
- Use **Helvetica** font to match the default font for wall signs.

**Wall Signs**
- Center the Skyline signs at the North and South elevations.

**IV. RECOMMENDED ACTION**

Staff recommends the Board review the plans, consider the recommendations discussed in this report, identify any additional issues, and provide the applicant with comments for incorporation into revised plans.

I (Board Member ____________) hereby move that the Design Review Board recommend approval of the 2001 Clayton Road Master Sign Program (PL19073 – DR), subject to the Development Code provisions applicable to the project, staff’s recommendations, and any additional recommendations made by the Board.
Prepared by: 
Frank Abejo  
Principal Planner  
(925) 671-3128  
frank.abejo@cityofconcord.org  

Exhibits:  
A - Master Sign Program Narrative  
B - Master Sign Program Plan  

L:\Planning Division\Planning\Staff Reports\2019 SR\2019 DRB\19srdrb.039 2001 Clayton Road MSP.doc
2001 Clayton Road
Concord, CA 94520

A Property of

JAMESTOWN

Master Sign Program

March 15, 2019

Prepared by:

LCA ARCHITECTS
A CALIFORNIA CORPORATION
I. Introduction

The Master Sign Program for 2001 Clayton Road has been established for the purpose of assuring professional visual graphics, imagery and communications designed to benefit the building, the building’s tenants and their customers. The intent is to provide sign design, graphics and criteria, that are necessary to achieve a visually harmonious environment. The Master Sign Program for 2001 Clayton Road has been conceived to be consistent with the approved Master Sign Program for 1655 Grant Street.

II. Exterior Wall Signage

All exterior wall signage shall be considered part of the overall signage area that is subject to the City of Concord’s Signage Ordinance. The building identification signage shall be considered static in that it shall be installed one time only and remain unchanged thereafter. The freestanding signs shall be considered static in that they will be building and leasing agent identification and contact signs and will remain unchanged. The skyline signage and tenant identification signage shall be considered dynamic.

1. Both Skyline signage and Tenant Identification Signage lettering should be consistent.

2. Existing Building Identification Signage at Ground Floor Entry Doors:
   
   a. 2001 Clayton (Main Entry Door Signs at North and South Elevations)
      1. Font: Existing
      2. Size: Existing (~2’-8” h x 7’-6” l)
   
   b. Approved locations: Existing

3. Skyline Signage:
   
   The two most significant tenants are entitled to up to two (2) skyline identification signs each. The Owner shall decide who is the most significant tenant.

   a. **Skyline sign shall consist of:**
      1. Font: Registered trademark fonts or Helvetica for any tenant without registered trademark font.
      2. Colors: Tenant’s corporate/brand colors or with Owner approval (must be congruent with overall design of building and plaza)
      2. Size: North Elevation: 6’h x 6” d x 64’l = (384 sf.)
         East Elevation: 6’h x 6” d x 64’l = (384 sf.)
         South Elevation: 6’h x 6” d x 64’l = (384 sf.)
         West Elevation: 6’h x 6” d x 64’l = (384 sf.)
      
      **Total Square Footage:** 1536 sf.

   b. **Skyline sign shall be constructed of:**
      1. Type: Individual Channel Letter
      2. Metal Frame: Silver for building uniformity
      3. Perforated Day/Night Acrylic Front Face
3

Color Options: Registered trademark colors or with owner’s approval.
4. Illuminated: Internal only - LED or Fluorescent – Double Tube 6500 neon white
c. Approved locations: See Elevations

4. Tenant Identification Signage:

The Owner is entitled to offer significant tenants up to (7) tenant identification signs.

a. **Tenant Identification Wall Sign shall consist of:**
   1. **Font:** Registered trademark fonts or Helvetica for any tenant without registered trademark font.
   2. **Colors:** Tenant’s corporate/brand colors or with Owner approval (must be congruent with overall design of building and plaza)
   3. **Size:**
      - North Elevation: 4’h x 22’l (88 sf.)
      - 4’h x 36’l (144 sf.)
      - East Elevation: 4’h x 7’l (28 sf.)
      - South Elevation: 4’h x 22’l (88 sf.)
      - 4’h x 36’l (144 sf.)
      - West Elevation: 4’h x 36’l (144 sf.)
      - 4’h x 7’l (28 sf.)
   **Total Square Footage:** 664 sf.

b. **Tenant Identification Wall Sign shall be constructed of:**
   1. **Type:** Individual Channel Letter
   2. **Metal Frame:** Silver for building uniformity
   3. **Perforated Day/Night Acrylic Front Face**
      - Color Options: Registered trademark colors or with owner’s approval.
   4. **Illuminated:** Internal only - LED or Fluorescent (Double Tube 6500 neon white)
   c. Approved locations: See Elevations

5. Freestanding Pylon Building/Leasing Agent Identification and Contact Signage

a. **Freestanding Pylon Signs shall consist of:**
   1. **Font:** Owner’s choice (shall be congruent with overall building design
   2. **Color:** Silver, white and/or Jamestown corporate colors
   3. **Size:**
      - Northeast: 3’w x 6’h (18 sf.)
      - Southeast: 3’w x 6’h (18 sf.)
      - Southwest: 3’w x 6’h (18 sf.)
   **Total Square Footage:** 54 sf.

b. **Freestanding Pylon Signs shall be constructed of:**
   1. **Individual Channel Letter**
   2. **Concrete, stone, metal**
   3. **Illumination:** TBD – LED internal or ground-based spot light optional

c. **Approved locations:** See Elevations

6. Freestanding Monument Sign Building/Leasing Agent Identification and Contact Signage
a. **Monument Sign shall consist of:**
   1. **Font:** Owner’s choice (shall be congruent with overall building design
   2. **Color:** Silver, white and/or Jamestown corporate colors
   3. **Size:** Northwest 10’w x 3’h (30 sf.)

   **Total Square Footage:** 30 sf.

b. **Monument Sign shall be constructed of:**
   1. Individual Channel letter
   2. Concrete, stone, metal
   3. Illumination: TBD – LED internal ground-based spot light optional

c. **Approved Locations**

7. **General Notes**
   a. **Design Compatibility**
      1. Signs shall be compatible with the architectural style of the primary building or buildings upon the site where the sign is located.
   b. **Colors**
      1. Colors on signs and structural members should be harmonious with one another.
   c. **Sign Illumination**
      1. The illumination of signs, either from an internal or external source, shall be designed so as not to cast stray light on surrounding rights-of-way and properties. The following requirements shall apply to all illuminated signs:
         1. External light sources shall be directed and shielded to limit direct illumination of an object other than the sign;
         2. The light from an illuminated sign shall not be of an intensity or brightness that will create glare or other negative impacts on residential properties or streets in direct line of sight to the sign;
         3. Colored lights shall not be used at a location or in a manner so as to be confused or construed as traffic control devices; and
         4. Light sources shall utilize energy-efficient fixtures to the greatest extent possible and shall comply with Title 24 of the California Code of Regulations.

   **III. Dynamic Sign Analysis**

   **A. Applicable Planning Ordinances**

   1. City of Concord Development Code Article IV, Division 7 Signs

      **Section 122-535 Review Authority**

      **Table 122-541.1 Sign Regulations by Zoning District, Downtown Mixed Use (DMX)**
B. Permitted Areas for Exterior Signage

1. Wall Signs:
   
   Primary Building Frontage (Clayton Road) = 227’-7 ¼”
   Signage Allowed = 228 sf (+/-)
   
   Floor Area = 301,994 sf (+/-)
   Increased Allowance = 3,021 sf (+/-)
   
   Maximum 15% of Wall Surface Area:
   North and South Elevations = 15% of 30,000 sf (+/-) = 4,500 sf (+/-)
   East and West Elevations = 15% of 13,750 sf (+/-) = 2,063 sf (+/-)
   
   Max. Cumulative Sign Area Allowed = 300 sf
   Deviation: 25% within DMX zone district. With approval from City of Concord Staff.
   
   664 sf (PROPOSED) > 375 sf (ALLOWED) – With approval from City of Concord Design and Planning Authority

2. Skyline Signs:
To be approved by MSP

3. Freestanding Signs:

Maximum Cumulative Signage = Maximum 30 sf

84 sf (PROPOSED) > 30 sf (ALLOWED) - With approval from City of Concord
Design and Planning Authority

IV. General

A. Procedures for Signage Application

The MSP requirements and the Tenant’s responsibility to comply with the approved MSP shall be incorporated into all Tenant leases. To obtain sign approval from the Owner, each applicant shall submit the following:

Tenant Identification Signage:

Step I:

1. The Tenant will submit to the Owner three (3) sets of scaled drawings including all lettering and graphic diagrams. The Tenant shall understand and follow the criteria specified in Section II of the Master Sign Program. There will be no exceptions to these criteria.

2. Additionally, the Tenant will submit to the Owner a draft of one (1) complete City of Concord Building Permit Application form that is required by the city.

3. Upon Approval, the Owner will return to the Tenant one (1) set of approved signage plans.

4. Step II:

   1. The City of Concord shall approve all exterior signs. The Tenant will then submit to the City of Concord three (3) sets of scaled drawings, one of which will be colored, including all lettering and graphic diagrams, signed and dated “approved” by the Owner with the calculation of the total area exterior signage to support this application.

   2. Additionally, the Tenant will submit to the City of Concord one (1) complete City of Concord Building Permit Application.

Skyline Signage:

Step I:
1. The Tenant will submit to the Owner three (3) sets of scaled drawings including all lettering and graphic diagrams. Included within this package, the Tenant shall submit a calculation of the area of their proposed sign. The Tenant shall understand and follow the criteria specified in Section II of the Master Sign Program. There will be no exceptions to these criteria.

1. Additionally, the Tenant will submit to the Owner a draft of one (1) complete City of Concord Building Permit Application form that is required by the city.

2. Upon approval, the Owner will return to the Tenant one (1) set of approved signage plans.

Step II:

1. The City of Concord shall approve all exterior signs. The Tenant will then submit to the City of Concord three (3) sets of scaled drawings, one of which will be colored, including all lettering and graphic diagrams, signed and dated “approved” by the Owner with the calculation of the total area exterior elevation signage to support this application.

2. Additionally, the Tenant will submit to the City of Concord one (1) complete City of Concord Building Permit Application.

B. City of Concord Sign & Building Permits

1. All permits required for signage installation shall be obtained by the applicant, or his agent, at the Tenant’s expense.

2. The applicant shall be responsible for the fulfillment of all requirements and specifications contained in the City of Concord Development Code, Division 7 Signs.

3. At the time of filing an application for building permit, a non-refundable permit fee shall be paid to the City of Concord.

4. An electrical permit will be required when electrical work is involved.

C. Sign Contractor

1. Any sign contractor performing any work for any Tenant shall have an applicable State of California Contractor’s license.

2. The Owner reserves the right to exclude any sign contractor from performing work on the site or buildings.

D. Insurance

1. Sign contractors shall carry WORKER’S COMPENSATION AND PUBLIC LIABILITY PROPERTY DAMAGE INSURANCE against all damage suffered or done to any and all persons and/or property while engaged in the construction or erection of signs in an
appropriate amount as required by the Owner and the City of Concord. Sign contractor shall provide Owner with a certificate of insurance naming Owner as ‘Additional Insured’ prior to starting work.

2. Contractor or Tenant shall indemnify the Owner from any damages that may arise from the installation, maintenance or use of Tenant’s signs.

E. Sign Maintenance

1. Each Tenant is responsible for the maintenance and repair of its signs and lighting.

2. The Tenant shall keep the sign and it’s lighting in good appearance, repair and proper operating condition at all times. Burned out lights shall be replaced.

3. City Maintenance Requirements: Every sign and all parts, portions, and materials thereof shall be maintained and kept in proper repair. The display surface of all signs shall be kept clean, neatly painted, and free from rust and corrosion. Any cracked, broken surfaces, malfunctioning lights, missing sign copy, or other non-maintained or damaged portions of a sign shall be repaired or replaced within 30 days following notification by the city. Noncompliance with such a request will constitute a nuisance condition and zoning violation and will be enforced as such.

F. Sign Removal at Tenants Vacation of Space

1. At the time a Tenant vacates its space, the Tenant shall remove its sign(s) and patch, paint and repair the surfaces to which the signs were installed back to the original condition of the surface. This removal, repair and waterproofing, as required, shall be at the Tenant’s expense.

2. If the Tenant fails to remove its sign(s) and patch and repair the surfaces to which the sign(s) were installed back to the original condition of the surfaces, the Owner will have such work performed and back charge the Tenant for the cost of the work.

G. Tenant Sign Hours of Sign Operation

Hours of sign illumination shall be consistent with the agreement stated in the lease.

H. Owner’s Right of Refusal

The Owner reserves the right to refuse acceptance of any design for aesthetic reasons, or for any reason whatsoever.

I. Codes

All signs and their installation are to meet all applicable electrical, structural and building codes.
J. Prohibited Signs

Only the sign types state in Section 2, 3, 4, 5, & 6 shall be permitted. Prohibited signs include those described in City of Concord Municipal Code Section 18.180.080.

K. Definitions from City of Concord Development Code Article IX

Building frontage. The linear dimension of a building that is roughly parallel to and facing a public street (excluding an alley) or public/private parking lot, if appropriate. This linear amount determines the allowable sign area. For buildings with multiple frontages, the calculation of allowable sign area shall be based on the primary building frontage. The sign applicant or business owner may designate the primary and secondary building frontages, except for corner lot buildings, which shall be measured along the street on which the address of the building is assigned, regardless of the location of the building entrance.

Channel Letter Sign. A sign made up of individual letters or figures that are independently mounted to a wall or other surface. The “air space” between the letters or figures is part of the building façade and is not part of the sign structure. When a logo is clearly distinguished from other sign elements, it may be considered a channel letter.

Copy. Any words, letters, logos, numbers, figures, design, or other symbolic representation incorporated into a sign.

Floor Area. The total floor area in a building (including basements, mezzanines, interior balconies, and upper stories or levels in a multistory building) unless otherwise stipulated; e.g., “ground” floor area.

Illuminated. A sign with an artificial source of light incorporated internally or externally for the purpose of illuminating the sign.

Logo. A specially designed graphic symbol of a business establishment, a company, or any other legal private or public entity.

Neon. A sign with tubing that is internally illuminated by neon or other electrically charged gas.

Parapet. That portion of the building wall that extends above the roof of the building.

Raceway. Rectangular box containing the electrical components necessary for illuminating a sign. Typically, channel letters or figures are mounted onto the box, which is then attached to a wall or other structure. The box is referred to as a raceway, because the wiring and ballasts used jointly by all of the channel letters or figures run through one or more common raceways.

Sign. Any medium, including its structure and component parts in view of the general public, which is used to attract attention for advertising or identifying purposes.

Skyline Sign. A flat-mounted sign located at the top floor of a building which does not project above the higher of the cornice or parapet of the building.
Wall Sign. A sign painted or installed on or attached to a wall, or dependent upon a building for support, and which is parallel to the building façade. This definition includes painted, and channel letters.

L. Tenant Copy

1. All Tenant signage shall consist solely of the Tenant’s trade name, logo and recognizable trademark insignia.

M. Electrical & Illumination for Skyline Signage

1. Sign illumination shall not include flashing, moving or audible effects.

2. Exposed raceway and conduit will not be permitted.

3. All fluorescent lamps shall be Double Tube 6500 Neon White

4. All neon transformers will be 30 MA H.P.F. 110 volts.

5. All conductors, transformers and other equipment shall be concealed.

6. Primary electrical service shall be placed on Tenant’s meter and shall be part of Tenant’s construction and operating costs. Time clocks and photocell switches are required. Photocells will be mounted on the parapet wall and time clocks will be within the Tenant’s space.

7. Electrical components shall bear the Underwriter’s Laboratories (UL) label of approval, or equal, and shall comply with all local building and electrical codes and industry standards and practices.

N. Construction

1. All bolts, fastenings, clips, conduits, etc., shall be hot-dipped galvanized iron or equal, stainless, aluminum, brass or bronze. Where externally mounted, all items shall be painted to match the exterior colors of the surface mounted thereon.

2. All manufacturers/installers are advised that prior to final acceptance, each unit may be inspected for conformance by authorized representative of the Owner. Any signs found not to be in conformance will be rejected and removed immediately by the Tenant’s contractor at the Tenant’s expense.

3. No substitutes will be accepted by the Owner whatsoever, unless so indicated in the specifications and approved by the Owner and City of Concord.

O. Installation
1. Locations of signs: All signs or advertising devices advertising an individual use, building, or business shall be attached to the building at a location, described herein, or in attached drawings.

2. All penetrations of the building structure required for sign installation shall be neatly sealed and continuously maintained in watertight condition.

3. Attachments of signs to building shall be made per specifications contained herein.

4. Tenant’s sign contractor shall repair any damage to the building caused by the sign installation. Unrepaired damage cause by Tenant's sign and/or sign contractor shall be Tenant’s responsibility to correct at Tenant’s expense. Tenant shall be fully responsible for the operations of the Tenant’s contractor.

5. Tenant’s sign contractor must secure building permits. Fabrication and installation must comply with all local building and electrical codes.

6. All contractors must be fully licensed (California Contractors License C-45), and must provide the Owner with a certificate of liability insurance naming Owner as an additional insured prior to commencing any work on the property.

7. Any signs penetrating the sloped roof surface shall have shop drawings reviewed and approved by Owner roofing contractor.
MASTER SIGN PLAN
2001 CLAYTON ROAD
CONCORD, CA 94520