

March 2, 2023

Ted Luthin  
Ross + Luthin Creative  
848 3rd Street, Ste. B  
Santa Rosa, CA 95404

Subject: Design Review Application No. Y22-098 – 500 Ygnacio Valley Road Master Sign Program - 500 Ygnacio Valley Road, Walnut Creek, CA

The Walnut Creek Design Review Commission took the following action on your item on March 1, 2023.

- |   |  |
|---|--|
| <input type="checkbox"/> Approved                   | <input checked="" type="checkbox"/> Approved with Conditions |
| <input type="checkbox"/> Denied (without prejudice) | <input type="checkbox"/> Denied                              |
| <input type="checkbox"/> Held over to _____         |  |

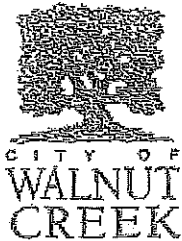
If the Design Review Commission took final action on your application, Resolution No. 3136 setting forth the Commission's decision and findings in regard to this item will be enclosed.

If you should have any questions concerning this document or the appeals process, please contact Henry Rood of this office at (925) 943-5899, ext. 2251 or rood@walnut-creek.org.

Very truly yours,

CHIP GRIFFIN,  
Secretary, Walnut Creek Design Review Commission

Enclosures: Resolution No. 3136  
Standard Design Review Conditions  
Exhibit A – Approved Plans



## STANDARD DESIGN REVIEW CONDITIONS

### EXHIBIT A

#### Resolution No. 1326

All projects approved by the Walnut Creek Design Review Commission must meet the following standard conditions unless specifically exempted by the Commission:

1. Final building and site development plans shall be reviewed and approved by the staff prior to the issuance of a building permit. All such plans shall insure:
  - a. That standard commercial or residential security requirements as established by the Walnut Creek Police Department are provided.
  - b. That ramps, special parking spaces, signing and other appropriate physical features for the handicapped, are provided throughout the site for all publicly used facilities.
  - c. That continuous portland cement concrete curbing is provided for all parking stalls.
  - d. That exterior lighting of the building and site is not directed onto adjacent properties and the light source is shielded from direct offsite viewing.
  - e. That all mechanical equipment, including electrical and gas meters, is architecturally screened from view, and that electrical transformers are either underground, enclosed within the building, or placed behind the building so as not to be visible from any public right-of-way.
  - f. That all trash enclosures are of a sturdy, opaque materials (with trash receptacles screened from view) and are in harmony with the architecture of the building(s).
  - g. That all vents, gutters, downspouts, flashings, electrical conduits, etc. are painted to match the color of the adjacent surface.
  - h. That all materials and colors are to be as approved by the Design Review Commission. Once installed, all improvements are to be maintained in accordance with the approved plans. Any changes which affect the exterior character shall be resubmitted to the Design Review Commission for approval. Minor changes may be approved by staff.
  - i. That each parking space designated for compact cars be identified with a pavement marking reading "Compact Only," or its equivalent, and additional signing if necessary, as required per Section 10-2.1901 (g).
  - j. That soffits and other architectural elements visible from view but not detailed on the plans be finished in a material in harmony with the exterior of the building.
  - k. That the Consolidated Fire District, Central Sanitary District, E.B.M.U.D. or Contra Costa County Water District, and any other public agencies requiring review of the project, be supplied with copies of the final building and site plans, and that compliance be obtained with their minimum code requirements.

(continued)

1. That the noise standards established in the General Plan shall be applicable to all developments. These noise standards apply to exterior and interior noise levels and are:

	Exterior (CNEL)	Interior (CNEL)	
		Laboratory Tested Assembly	Field Tested Assembly
Residential (Critical Receptors including Schools & Hospitals)	60 dB (A)	50 dB (A)	45 dB (A)
Commercial	70 dB (A)	_____	55 dB (A)

- m. No new buildings or remodellings of existing buildings shall use non-colored metal window or door frames unless specifically requested by the applicant and specifically discussed and approved for the project.
- n. Approved address numbers shall be provided in such a manner that they are legible to the public from the street fronting the property.

2. Final landscape plans, irrigation system plans, tree preservation techniques, and guarantees, shall be reviewed and approved by the staff prior to issuance of the building permit. All such submittals shall insure:

- That plant material is utilized which will be capable of healthy growth within the given range of soil and climate.
- That proposed landscape screening is of a height and density so that it provides a positive visual impact within three years from the time of planting.
- That unless unusual circumstances prevail, at least 75% of the proposed trees on the site are a minimum of 15 gallons in size, and at least 50% of the proposed shrubs.
- That a plan for an automatic irrigation system be provided which assures that all plants get adequate water. In unusual circumstances, a manual or quick coupler system may be used.
- That portland cement concrete curbing is to be used at the edges of all planters and paving surfaces.
- That all cut and fill slopes in excess of 5 feet in height are rounded both horizontally and vertically.
- That all cut and fill slopes graded and not constructed by September 1 of any given year are hydroseeded with perennial or native grasses and flowers, and that stock piles of loose soil existing on that date are hydroseeded in a similar manner.
- That the area under the drip line of all existing oaks, walnuts, etc., which are to be saved are fenced during construction and grading operations are restricted under them to prevent soil compaction around the trees and to protect them from damage.
- That all landscaping shown on plans approved by the City be maintained in a healthy and weed-free condition.
- Terraced planting shall not be allowed to drain freely across sidewalks, landscape and building faces.

3. Final inspection or occupancy permits will not be granted until all construction and landscaping is complete in accordance with approved plans and the conditions required by the Commission, or a bond has been posted to cover all costs of the unfinished work.

**WALNUT CREEK DESIGN REVIEW COMMISSION  
RESOLUTION NO. 3136  
DESIGN REVIEW APPLICATION NO. Y22-098  
500 YGNACIO VALLEY RD MASTER SIGN PROGRAM  
500 YGNACIO VALLEY ROAD, WALNUT CREEK, CA  
(APN: 173141044)**

EFFECTIVE DATE: MARCH 13, 2023, Unless Appealed Prior To That Date

**Section 1. Background.**

1. On March 1, 2023 the Walnut Creek Design Review Commission (DRC) held a public hearing to consider an application filed by Ted Luthin (applicant) to approve a Master Sign Program (MSP) for the 500 Ygnacio Valley Rd. The subject property is zoned Office Commercial (O-C) (APN: 173141044).
2. The MSP includes a mixture of Tenant Signs, Parking Wayfinding and Regulations, and Leasing Information. The new MSP will supersede the previous MSP, amend the criteria for information and wayfinding signage to match the existing designs, and lay out specific and detailed criteria for tenant signage. The proposed MSP also imposes as consistent, uniform color palette with an emphasis on silver, using Nimbus Gray finish over stainless steel for tenant signage and Reflective White lettering over aluminum backing for building signage. On February 9, 2023, the applicant submitted revised plans in response to the DRC Sign Subcommittee's recommendations.
3. On February 1, 2023, the DRC Sign Subcommittee reviewed the Master Sign Program (MSP). The Subcommittee was supportive of the overall designs and sign locations. The subcommittee recommended modifications to the following signs:
  - Sign Type F. As initially proposed, the Leasing Information Sign used a red and white color palette that clashed with other building signage in the area. The Sign Subcommittee recommended revising the Leasing Information Sign to use the same color scheme as the other building signage.

The Subcommittee recommended the applicant bring the proposed Master Sign Program with the requested changes to the DRC. On February 9, 2023, the applicant submitted a revised MSP which amended the Leasing Sign color scheme to match the Nimbus Gray finish used by the other building signage.

4. On February 4, 2004 the DRC approved Application No. Y03-107 (Resolution 2421) to approve the current Master Sign Program. Resolution 3136 supersedes Resolution 2421.
5. The property owners within 300 feet of the property and posted within a 300-foot radius of the subject property at least 10 days prior to the scheduled hearing.
6. Via an in-person hearing and Zoom Webinar, the public hearing was opened and: 1) no public comments were received or 2) speakers included..... The public hearing was then closed.

**Section 2. Findings - Section 10-8.109.** WCMC Section 10-8.109 notes that no permit shall be issued for an individual sign requiring a permit on a site with six (6) or more existing or proposed business

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spaces unless, and until, a master sign program for the property on which the sign will be erected has been approved by the Design Review Commission. A master sign program may be amended by filing a new master sign program that conforms with all requirements of section 10-8.109.

WCMS 10-8.105 notes that any parcel of land may be allowed one (1) freestanding sign per street frontage, a maximum of 25 square feet in size, and limited to a maximum of 20 feet in height, subject to review and approval by the Design Review Commission. Freestanding signs are expected to be in architectural harmony with the building architecture, and should be monument or ground signs unless traffic safety and visibility limitations require higher signs, or pole signs.

In approving a freestanding sign, the Design Review Commission must make one of the following findings:

- a) A freestanding sign is the only feasible means by which the business(es) can have the same degree of identification to the traveling and shopping public, as that available to businesses on neighboring premises that do not have freestanding signs; or
- (b) The building in which the business is located is set back from the street, or is obscured from view by adjacent structures or vegetation, in such a manner that adequate identification cannot be obtained from signs attached to the building; or
- (c) The architectural style, materials or elements of construction of the building(s) is such that wall signs would be in conflict with the provisions of §[10-4.301](#) (Design Review) of the Walnut Creek Municipal Code.

Three freestanding signs are proposed in this MSP, including two parking wayfinding signs which are exempt pursuant to WCMC 10-8.106, which exempts private parking signage no greater than four square feet provided it meets Sign Ordinance Requirements.

The remaining Leasing Monument Sign is less than 20 feet in height, and will be made better compatible with other building signage and architecture as part of the proposed Master Sign Program, which imposes the same Nimbus Gray finish and vinyl lettering. As the building is set back from the street and the monument sign is already existing, proportionally in scale with the building, and compliments the building design and character of the area, the requirements for the DRC to approve this freestanding sign are met.

7. This project is categorically exempt from the requirements of CEQA under Categorical Exemption, Section 15301 – Existing Facilities of the Guidelines and Processing procedures for the Review of Projects for the City of Walnut Creek.
8. Based on the evidence presented at the meeting, the Design Review Commission hereby resolves that this Commission makes the findings as outlined under Section 10-8.109.

Section 3. Decision. Based on the findings as set forth above, this Commission hereby grants approval of Design Review Application No. Y22-098 for the 500 Ygnacio Valley Rd MSP described above and as shown on the plans dated February 9, 2021 and labeled "Exhibit A" of Design Review Application No. Y22-098, subject to the following conditions:

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## **DESIGN REVIEW CONDITIONS**

1. The property shall be developed substantially the same as shown on the plans labeled “Exhibit A” of Design Review Application No. Y22-098.
2. The existing ground floor tenant signs shall be modified as part of this MSP, but may continue as existing until a replacement tenant sign is required at an existing location. Any future changes to the parameters of the tenant signs will require a Master Sign Program Amendment and approval by the DRC.
3. Standard Design Review Conditions as adopted by the Walnut Creek Design Review Commission shall apply as conditions of approval for this proposal.
4. Except as modified herein, any proposed changes to the approved Master Sign Program per Exhibit A including colors, materials, placement, illumination, dimensions, etc. shall be submitted in writing to the planning staff for review and presented to the Design Review Commission for approval of a Sign Program Amendment.
5. A Building Permit shall be obtained for the construction of all signs, any structures or buildings and all other improvements on the site. The applicant/owner should contact the Building division to discuss submittal requirements.
6. Non-conforming wall signs shall be replaced with conforming signs within three (3) years of the effective date of the Master Sign Program.

## **INDEMNIFICATION/COST RECOVERY**

7. The applicant and its heirs, successors, and assigns shall, at its sole cost and expense, indemnify, defend with counsel selected by the City, protect, release, and hold harmless the City and any agency or instrumentality thereof, including any of its officers, employees, commissions, and agents, from any and all claims, actions, or proceedings arising out of or in any way relating to the processing and/or approval of this Project, the purpose of which is to attack, set aside, void, or annul the approval of this Project and any environmental determination that accompanies it. This indemnification shall include, but not be limited to, suits, damages, judgments, costs, expenses, liens, levies, attorney fees or expert witness fees that may be asserted or incurred by any person or entity, including the applicant, third parties and the indemnitees, arising out of or in connection with the approval of this Project, whether or not there is concurrent, passive, or active negligence on the part of the indemnitees. Nothing herein shall prohibit the City from participating in the defense of any claim, action, or proceeding. The parties shall use best efforts, acting in good faith, to select mutually agreeable defense counsel. If the parties cannot reach agreement, the City may select its own legal counsel and the applicant agrees to pay directly, or timely reimburse on a monthly basis, the City for all such court costs, attorney fees, and time referenced herein.
8. In the event that any condition imposing a fee, exaction, dedication, or other requirement is challenged by the applicant in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided for by law, this approval shall be

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suspended pending dismissal of such action, the expiration of the limitation period applicable to such action, or final resolution of such action. If any condition is invalidated by a court of law, the entire project shall be reviewed by the City and substitute conditions may be imposed.

9. All outstanding fees owed to the City, including staff time spent processing this application, shall be paid in full prior to the issuance of a site development permit or building permit.

Section 4. Effective Date. This resolution shall take effect on **March 13, 2023** (10 days after the mailing date), unless appealed prior to that date.

PASSED AND ADOPTED ON March 1, 2023 by the Walnut Creek Design Review Commission at a regular meeting thereof upon motion by Commissioner Kilian and seconded by Commissioner Kreling.

Ayes: Kilian, Kreling, Newsom, Velilla  
Noes:  
Absent: Case



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Chip Griffin, Secretary  
Walnut Creek Design Review Commission

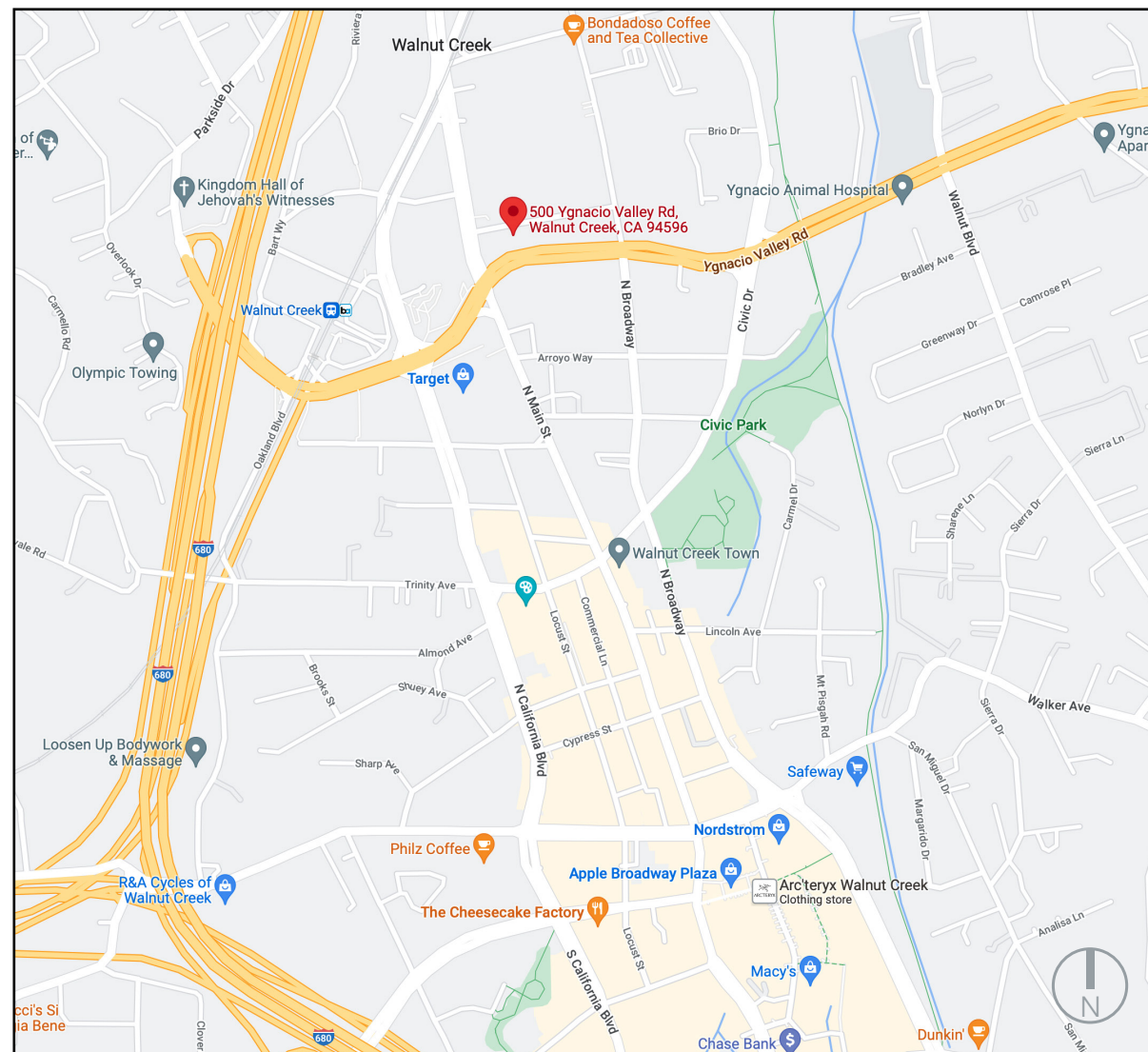










# 500 YGNACIO

## Identity

## Contents




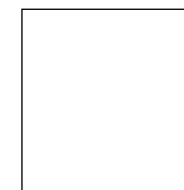
Vicinity Map

Sign Locations -Existing	1.0
Sign Locations -Proposed	2.0
 Tenant Wall Sign	3.0
 Address Number	4.0
 Parking Wayfinding	5.0
 Garage Entry	6.0
 Parking Regulations	7.0
 Leasing/Temp	8.0

## Colors




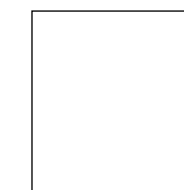
 Match 3M Nimbus Gray



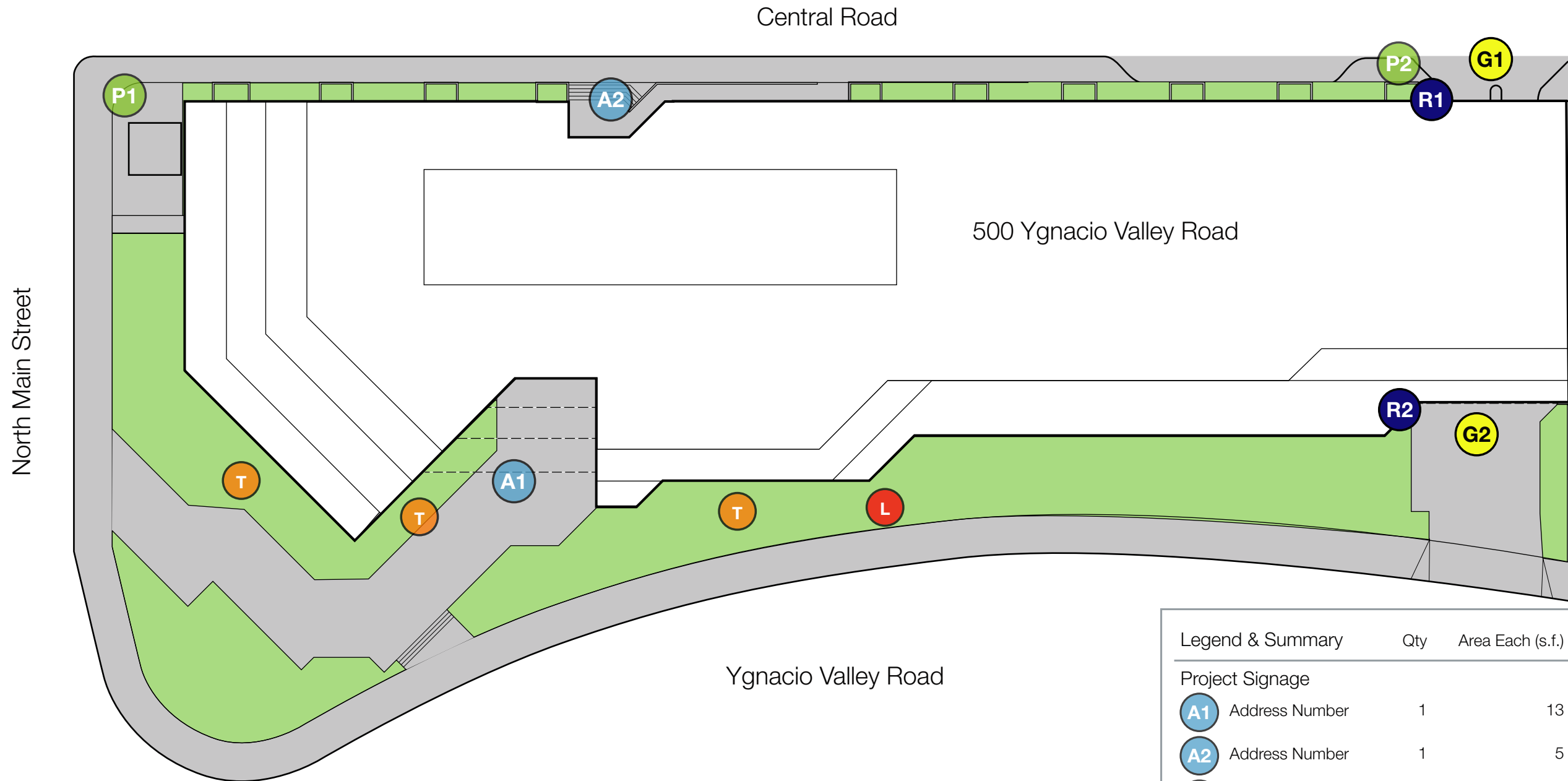
 Match 3M White Vinyl











 3M Nimbus Gray

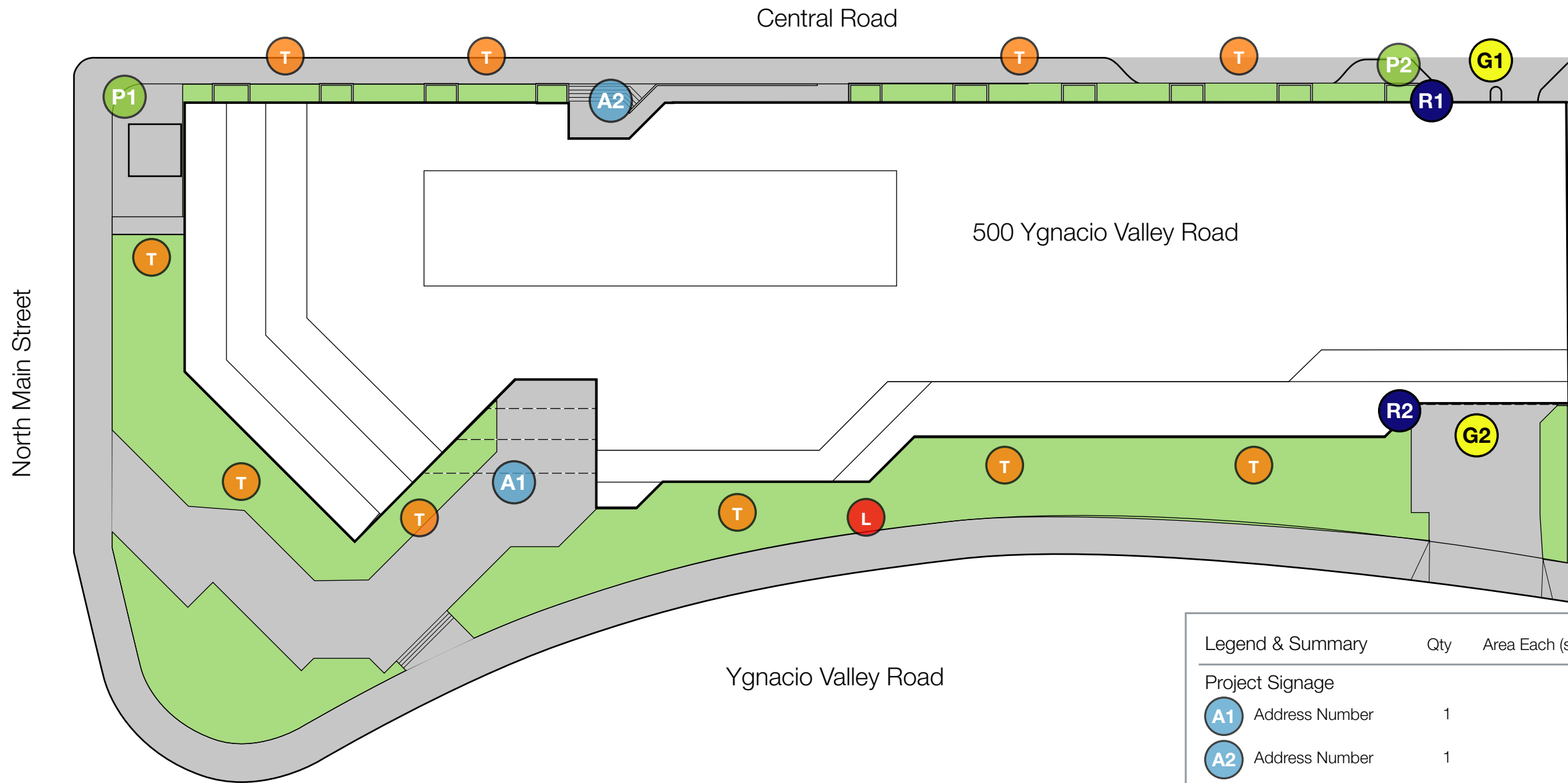


 3M Reflective White



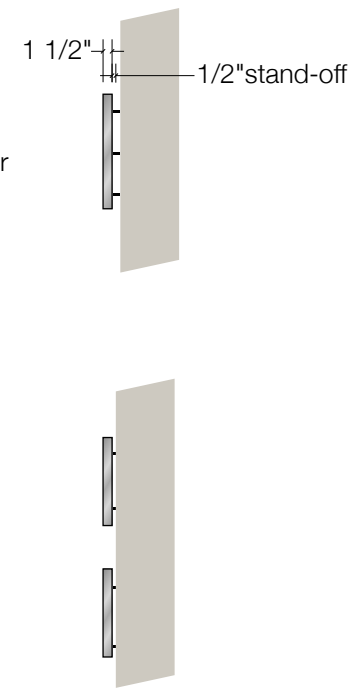
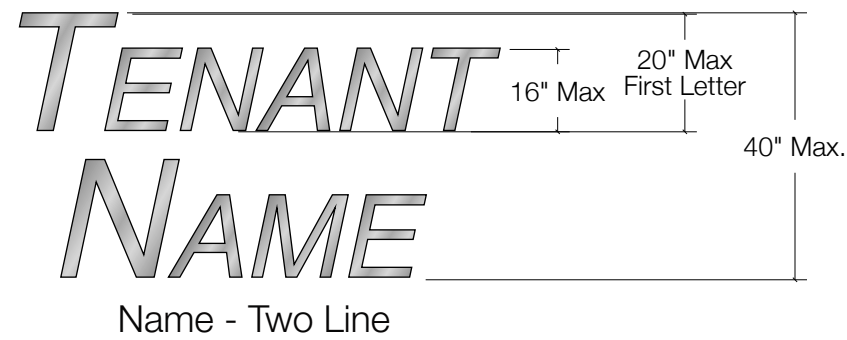
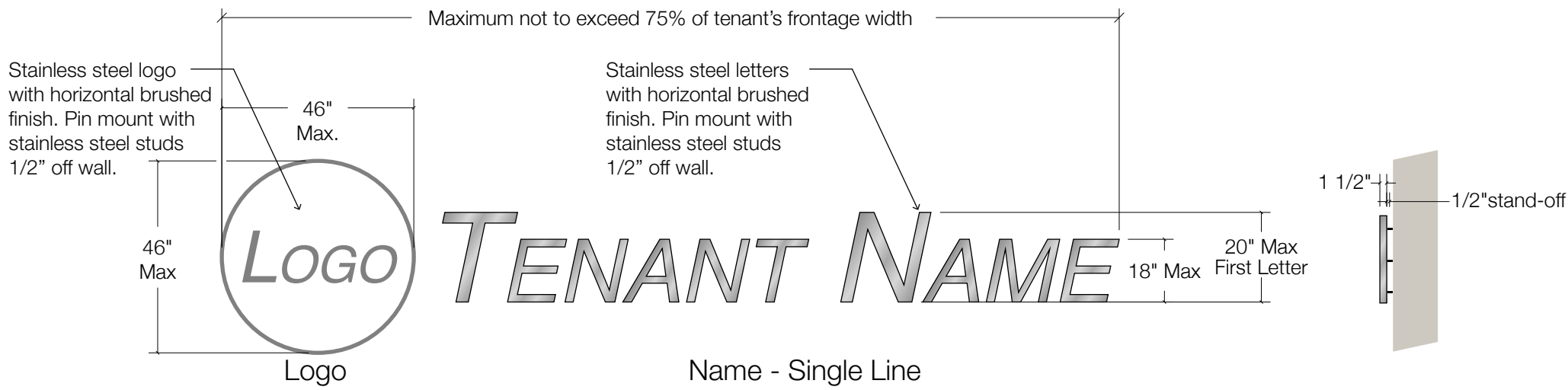
All Existing Signage to Remain

Legend & Summary		Qty	Area Each (s.f.)	Total Area (s.f.)
<b>Project Signage</b>				
 A1	Address Number	1	13	13
 A2	Address Number	1	5	5
 P1	Parking Wayfinding	1	6	6
 P2	Parking Wayfinding	1	4	4
 G	Garage Entry	2	52	104
 R	Regulations	2	11	22
 L	Leasing/Temp	1	12	12
<b>Total</b>		<b>9</b>		<b>166</b>
<b>Tenant Signage</b>				
 T	Tenant Wall Signs	1/frontage	1 s.f./l.f.	



Each first floor tenant is permitted one sign per tenant frontage.  
 Tenant sign locations shown for example only.  
 Ten (10) tenant signs, maximum.  
 See Page 3.0.

Legend & Summary	Qty	Area Each (s.f.)	Total Area (s.f.)
<b>Project Signage</b>			
<b>A1</b> Address Number	1	13	13
<b>A2</b> Address Number	1	5	5
<b>P1</b> Parking Wayfinding	1	6	6
<b>P2</b> Parking Wayfinding	1	4	4
<b>G</b> Garage Entry	2	52	104
<b>R</b> Regulations	2	11	22
<b>L</b> Leasing/Temp	1	12	12
<b>Total</b>	<b>9</b>		<b>166</b>
<b>Tenant Signage</b>			
<b>T</b> Tenant Wall Signs	1/frontage 10 Max	1 s.f./l.f.	



Details  
3/8"=1'-0"

**Letter Height:** The first letter of each word in a tenant name may exceed the height of the rest of the letters as shown.

**Logos:** Tenants may include logos at the maximum sizes shown this page. Logos are included in sign area calculations.

**Number of Signs**

One sign is allowed per tenant building frontage. Ten (10) signs maximum.

**Location & Spacing**

Signs shall be mounted in the first floor fascia. No signs permitted above the first floor. Minimum six (6) feet between signs.

**Sign Area Calculation**

The area of a sign shall be computed to include the entire area within a single, continuous perimeter of regular geometric form enclosing the extreme limits of writing, representation and/or emblem.

**Lighting**

Signs are unlit.

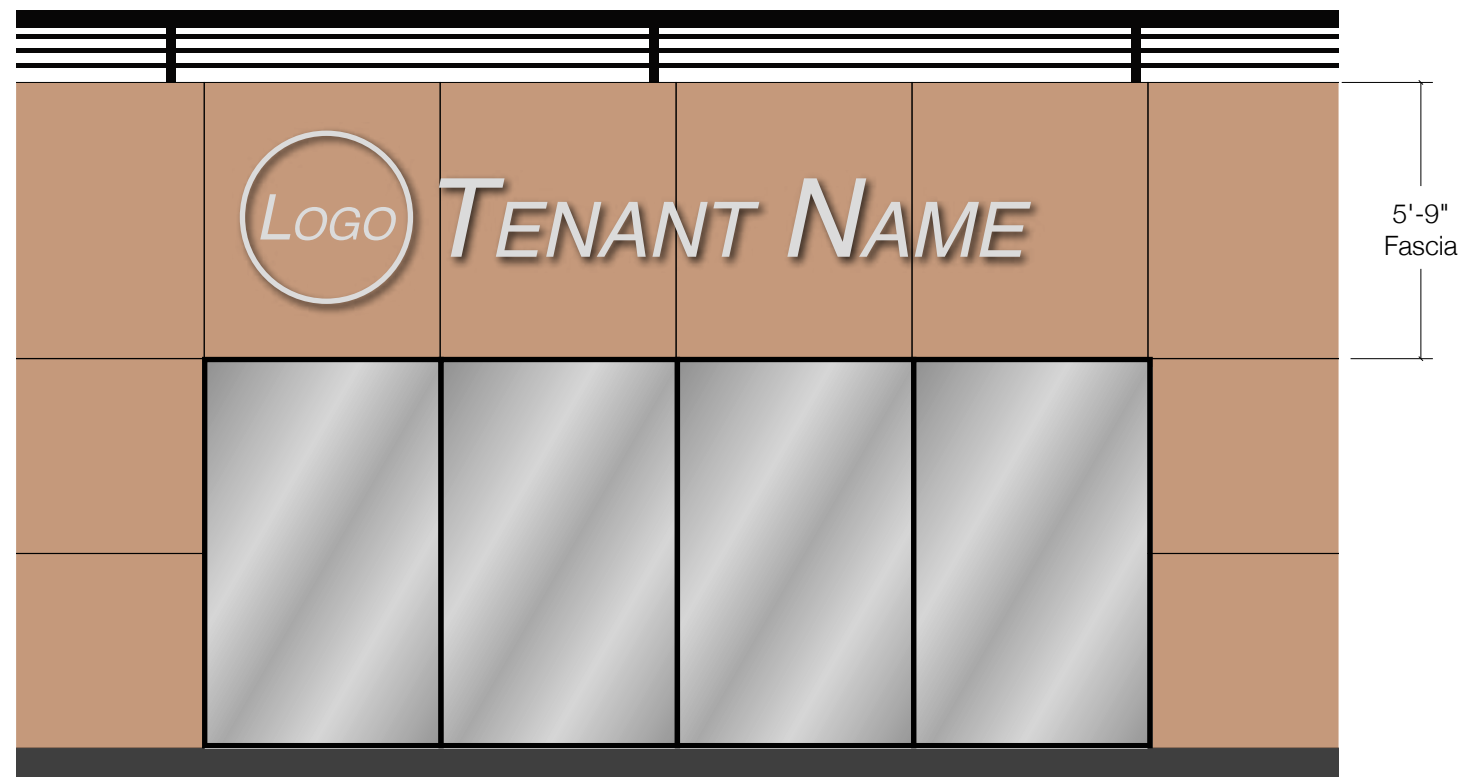
**Maximum Signage Area Allowed**

The maximum total aggregate sign area permitted for a business or use shall not exceed one (1) square foot of sign area for each one (1) foot of principal building frontage occupied by such business or use. In addition, one square foot of sign area for each two hundred square feet of gross floor area occupied by such business may be included in the calculation of the total area permitted.

Any business which has more than one building frontage may have one hundred sixty percent (160%) of the sign surface area permitted on the principal frontage by the provisions above. The permitted sign surface area may be distributed in any manner on the front and adjacent sides of the building which have frontage.

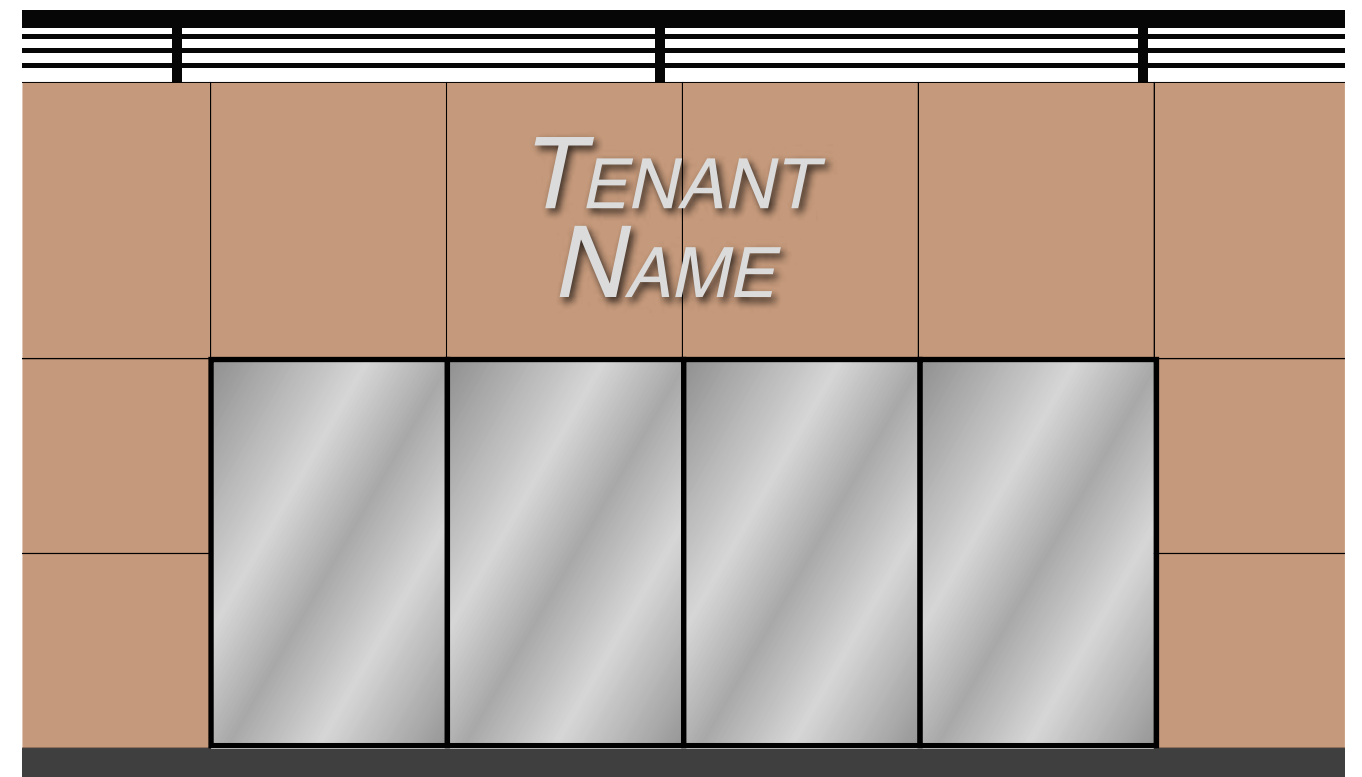
Building frontage opposite the principal frontage may have additional sign area calculated in the same manner and subject to the same size and placement regulations as for the principal frontage, as long as two adjacent frontages do not exceed one hundred sixty percent (160%) of the permitted sign surface area.

Sign Area



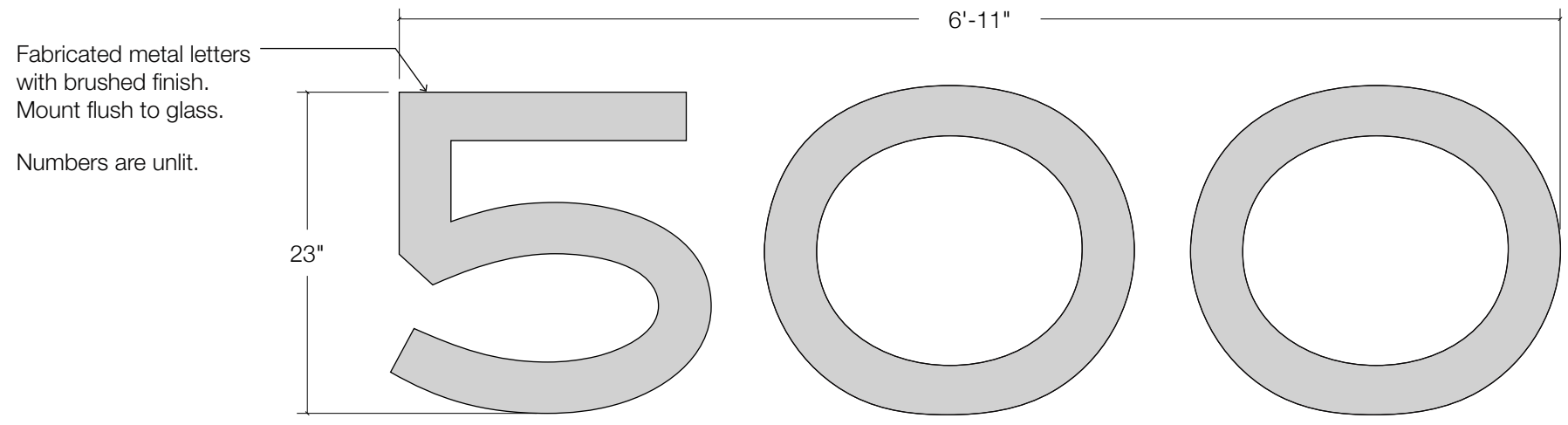
Shown at maximum heights.

Single Line  
1/4"=1'-0"



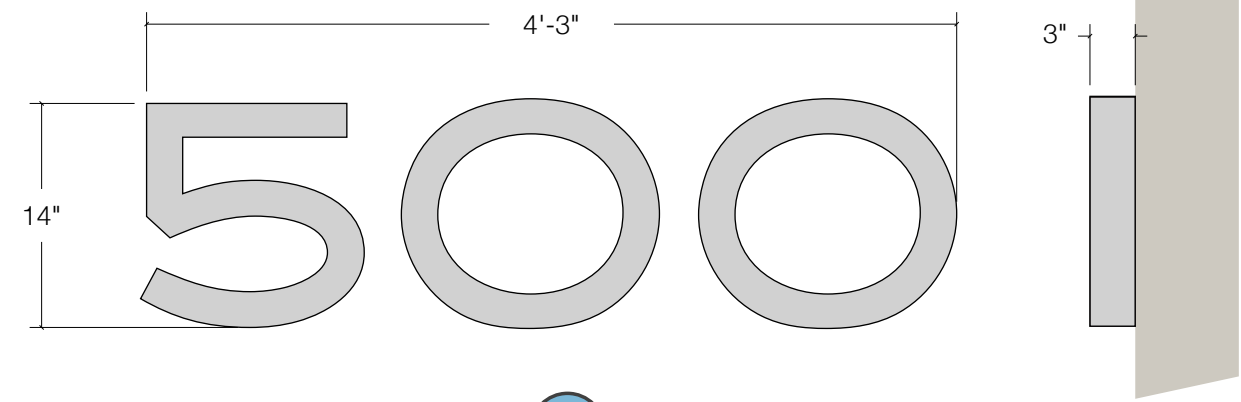
Shown at maximum heights.

Two Line  
1/4"=1'-0"



A1

Existing Sign to Remain  
13 s.f.



A2

Existing Sign to Remain  
5 s.f.



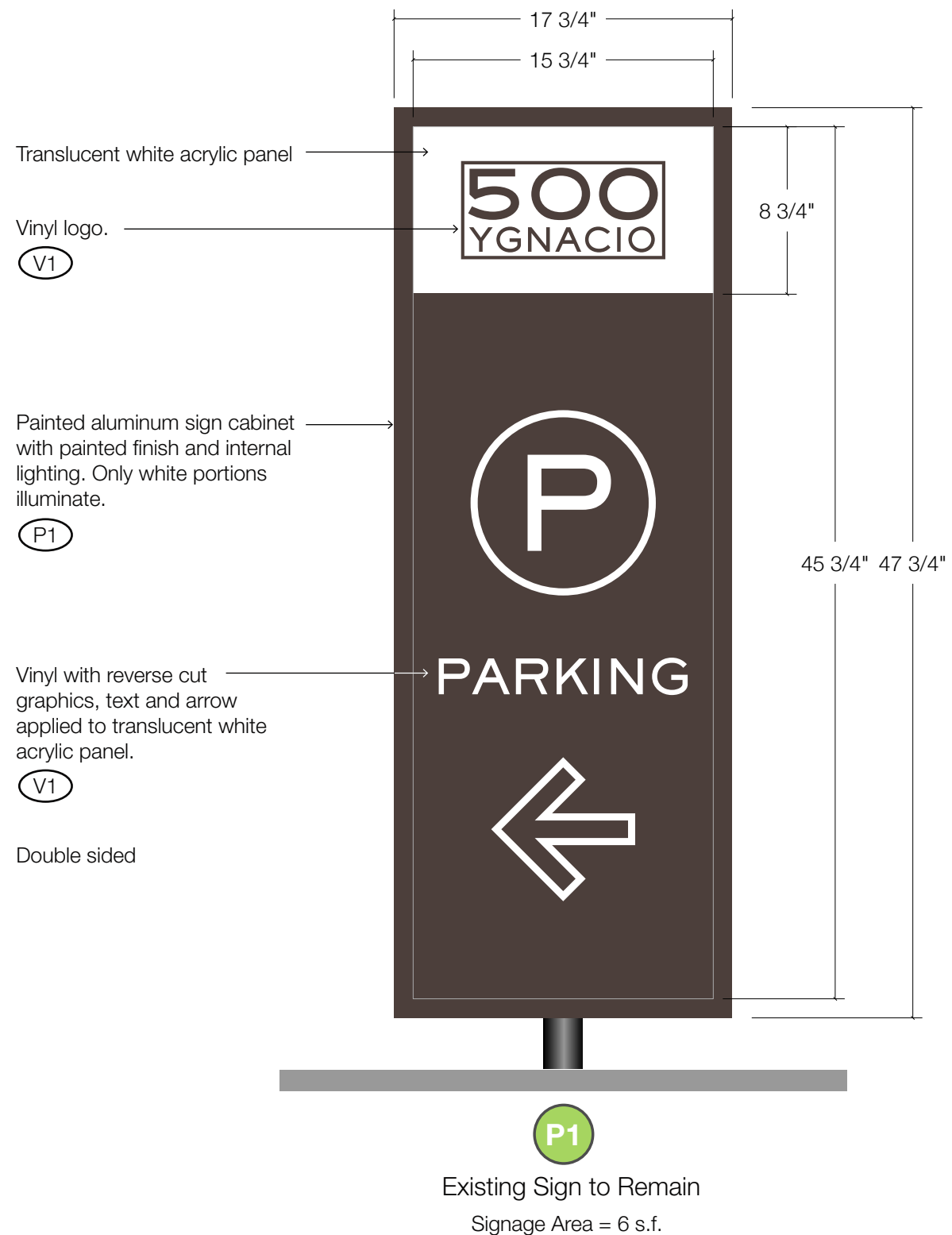
A1

Existing Photo

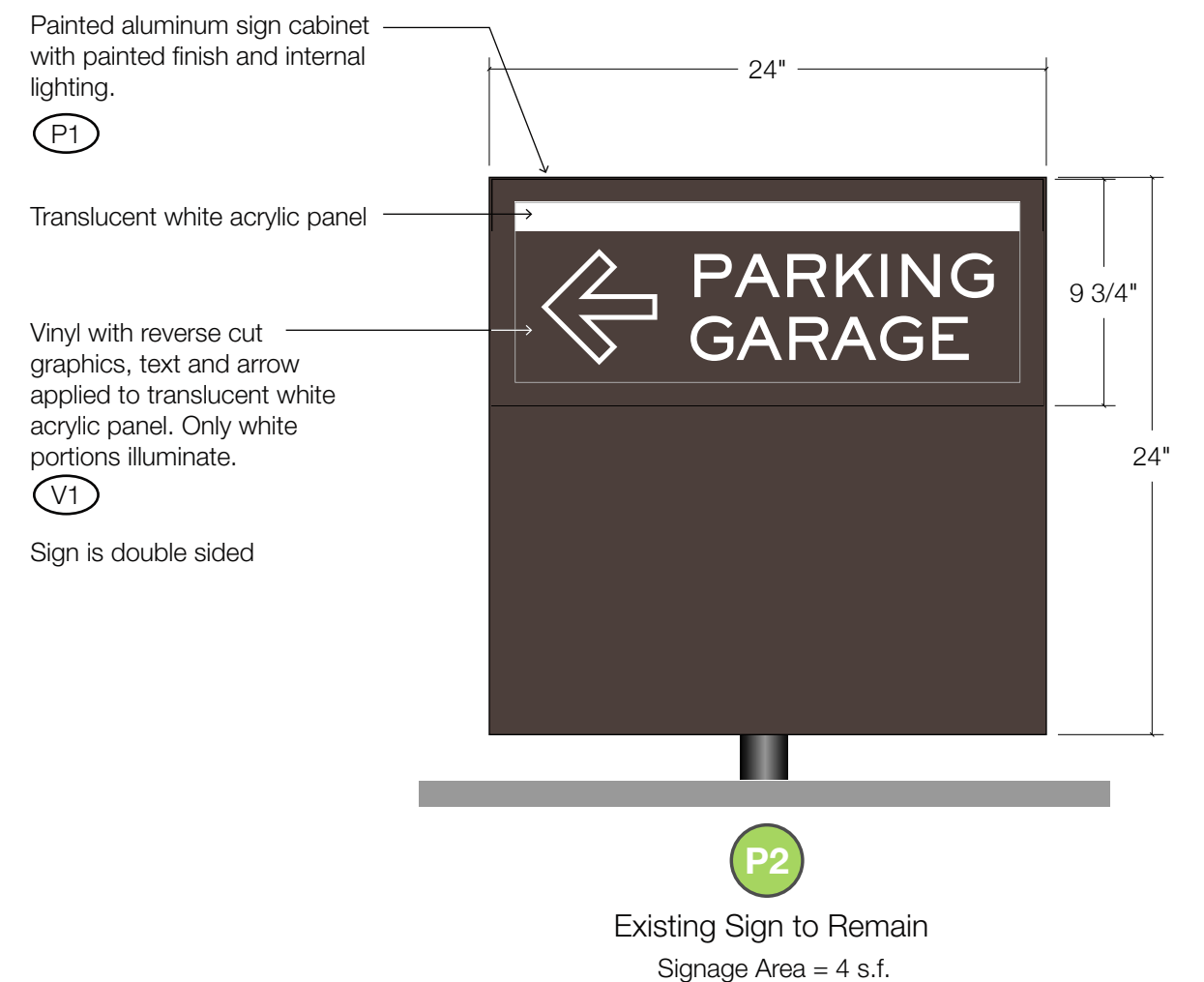


A2

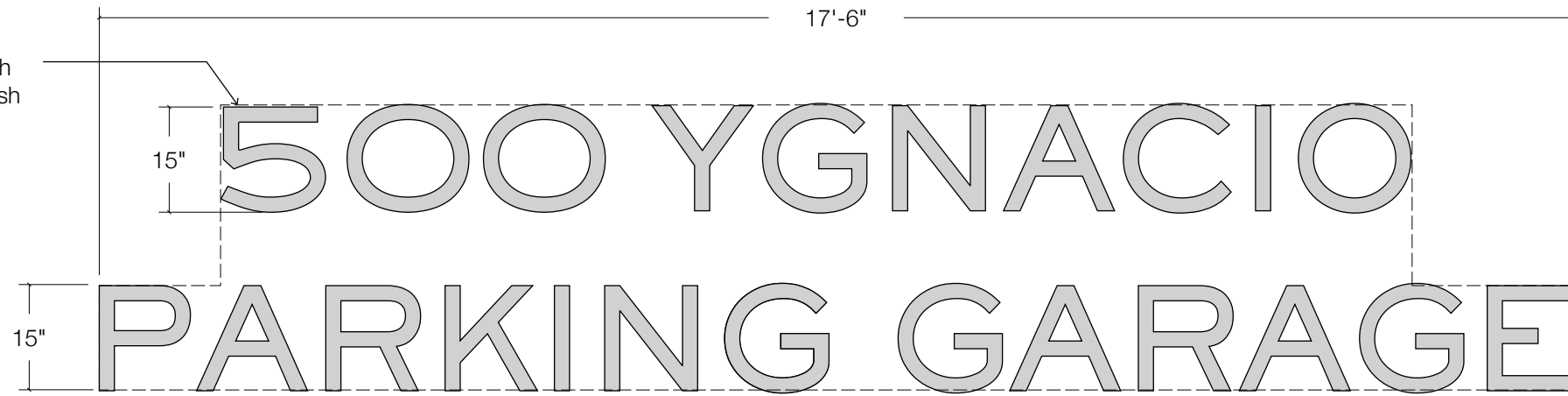
Existing Photo



Existing Photos  
Existing signs to remain



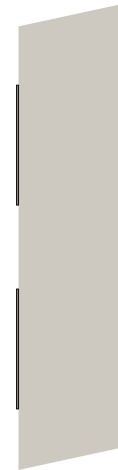
1/2" aluminum letters with brushed finish. Mount flush to wall.



Front

Existing Signs to Remain

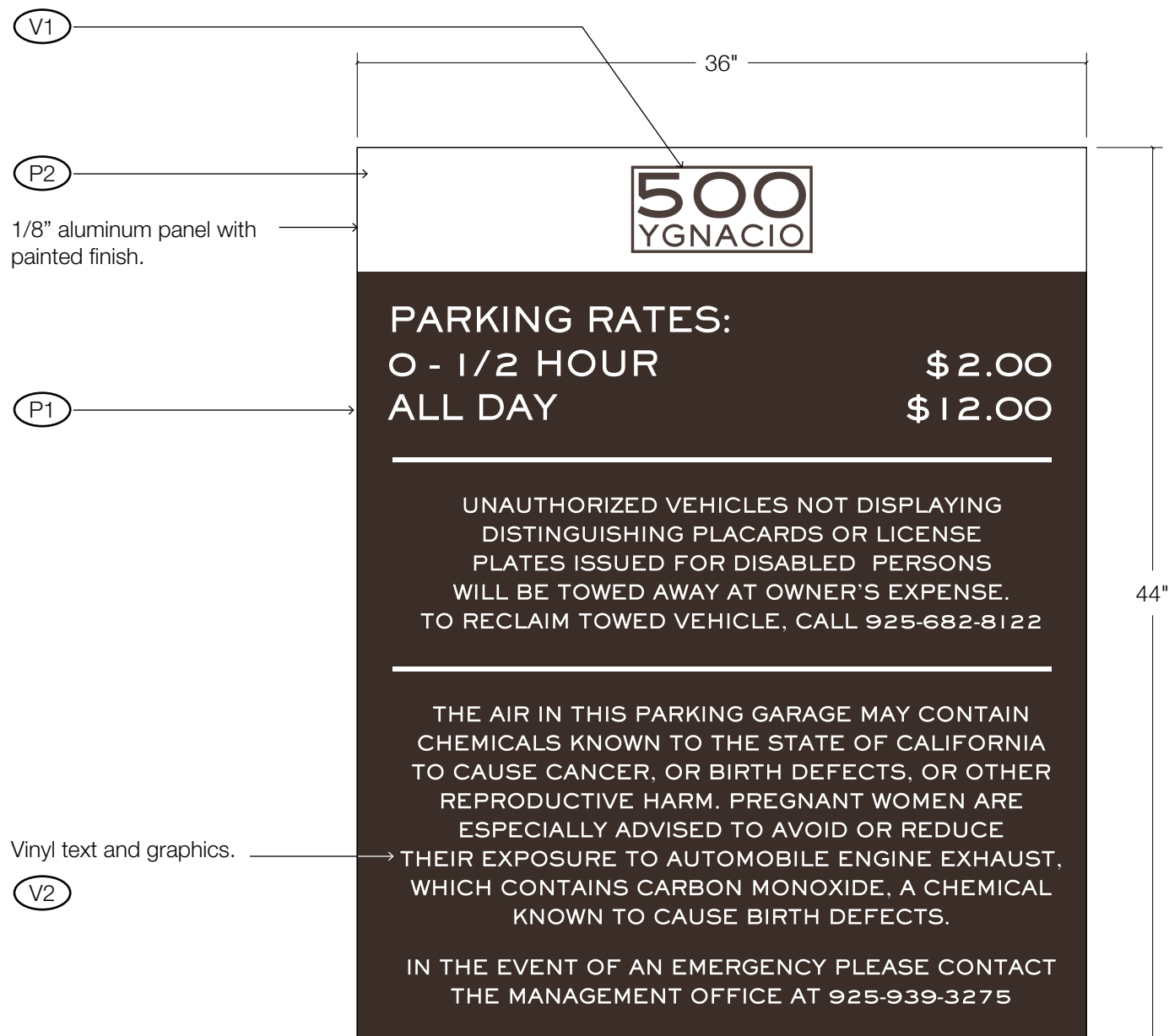
Signage Area = 52 s.f.



Side



Existing Photo



Front  
 Existing Signs to Remain  
 11 s.f.

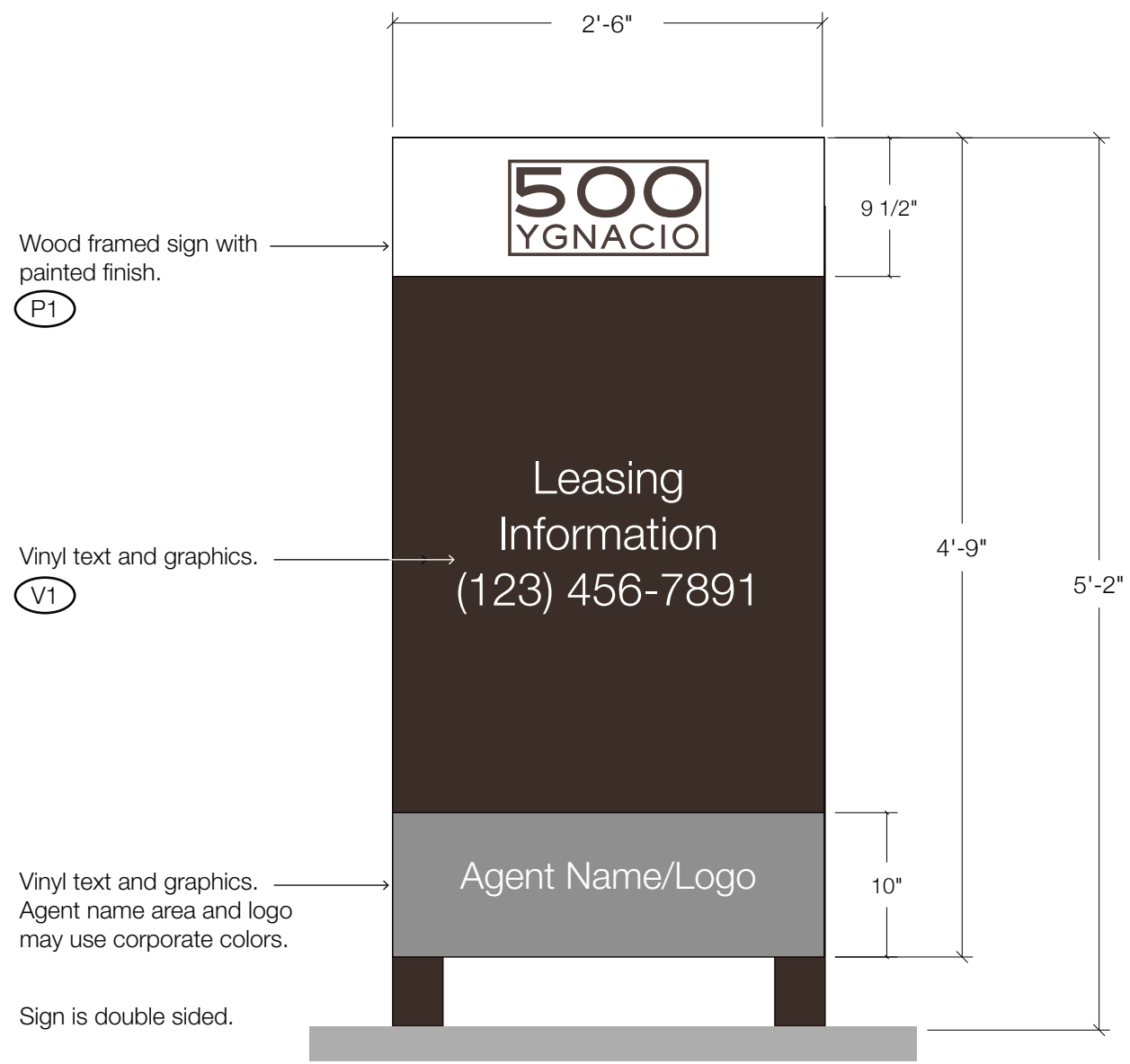


R1 Existing Photo



R1 Existing Photo





Front  
Existing Sign to Remain  
12 s.f.