

April 12, 2013

Thomas R. Paschke
Community Development
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Master Sign Plan Application
2381 - 2387 Rosegate, Roseville MN

Dear Mr. Paschke,

Enclosed please find the Master Sign Plan Application for the property referenced above, along with payment, existing site plan, existing signage, dimensions of the existing signage, and the proposed tenants rendering.

If you have any questions regarding this application, please do not hesitate to contact me at 952-374-5802.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Jackson".

Tim Jackson
General Manager
Direct 952 374 7804 | Fax 952 842 7632
Tim.Jackson@colliers.com

Colliers International | Minneapolis-St. Paul
4350 Baker Road | Suite 400
Minnetonka, MN 55343 | United States
www.colliers.com



COMMUNITY DEVELOPMENT

2660 Civic Center Drive ❖ Roseville, MN 55113
Phone: (651) 792-7005 ❖ Fax: (651) 792-7070

MASTER SIGN PLAN APPLICATION

CITY CODE SECTION 1010.03
www.ci.roseville.mn.us

RESIDENTIAL APPLICATION FEE: \$250

COMMERCIAL APPLICATION FEE: \$350

Fee should be made payable to City of Roseville upon submittal of application.

Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Last name: HB TEMPE LLC First name: _____
Address: 2381 ROSEGATE City/State/Zip: ROSEVILLE, MN 55113
Phone number: 952 374 5802 Email address: tim.jackson@colliers.com

2. Applicant Information: (if different from above)

Company name: COLLIERS INTERNATIONAL
Last name: JACKSON First name: TIM
Address: 4350 BAKER ROAD City/State/Zip: MINNETONKA, MN 55343
Phone number: 952 374 5802 Email address: tim.jackson@colliers.com

3. Address of Property Involved: (if different from above)

4. Additional Required Information:

- a. Site plan illustrating on-site improvements and location of proposed signage
- b. Sign details including sign dimensions, area calculations, and construction specifications for each sign being contemplated, as well as elevations showing wall signs and/or freestanding signs as appropriate

5. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: Date: 7/10/13

Applicant: Colliers International Date: 7/10/13
Managing Agent for
HB TEMPE LLC

Master Sign Plan Regulations: (from §1010.03D of the Roseville City Code)

1. **Purpose:** The purpose of the Master Sign Plan is to establish fair and equitable criteria for complex signage situations that accommodate the need for a well-maintained, safe, and attractive community, and the need for effective communications, including business identification.
2. **Effect of Master Sign Plan:** Upon approval of a Master Sign Plan, all future signs shall conform to the Master Sign Plan. Modifications to the provisions of the Master Sign Plan may be granted only with the approval of a new Master Sign Plan.
3. **Required:** A Master Sign Plan is required for:
 - a. Building complexes
 - b. Multi-tenant structures
 - c. Covered mall buildings, shopping centers, or strip malls
 - d. Planned Unit Developments
 - e. Area identification signs
 - f. Churches/places of worship/institutions/schools
4. **Criteria:** The following criteria should be used when developing a Master Sign Plan.
 - a. **Guideline:** If possible, the underlying zoning district regulations (pertaining to signage and listed in Section 1010.09) should be used as a guideline with minimum variations as needed to meet the intent of this Chapter.
 - b. **Location:** No freestanding sign shall be located closer than 5 feet to a property line, roadway easement, or other public easement. No freestanding sign shall be erected that, by reason of position, shape, or color, would interfere in any way with the proper functioning or purpose of a traffic sign or signal. No freestanding sign shall be located within the Traffic Visibility Triangle. No freestanding sign shall impede/impair traffic.
 - c. **Quality:** All signage shall improve the aesthetics or functional use of the site. All freestanding signs shall include materials that complement the architectural design/existing building materials, including but not limited to face brick, natural or cut stone, integrally-colored concrete masonry units/rock-faced block, glass, pre-finished metal, stucco or similar cementation coating, and/or factory finished metal panels. Landscaping may be integrated into any freestanding sign.
 - d. **Type:** All types of signs are permitted except those prohibited by Section 1010.02C.
 - e. **Size:** The size of all signage (building wall and freestanding) shall be limited to 1.5 times the maximum allowed under Section 1010.08 (Wall Signage).
 - f. **Height:** The height of any freestanding sign shall be limited to a height of 40 feet.
 - g. **Number:** The number of freestanding signs shall be reasonably related to the number of access points to public streets and/or the number of tenants within the multi-tenant structure.
5. **Approval Process:** Submittal of a Master Sign Plan application, appropriate/applicable information, and fee (\$250 residential and \$350 commercial/industrial) is required with the Office of Community Development. The Planning Division shall hold an administrative hearing and take appropriate action on requests for Master Sign Plan approvals. The following shall apply:
 - a. The City Planner shall schedule an administrative hearing before a subset of the Development Review Committee, including the Community Development Director, Permits Coordinator, City Planner, Associate Planner and/or City Department representatives as determined by the Community Development Director, hereinafter referred to as the Master Sign Plan Committee (MSPC) the time and place for which shall be set by the City Planner, to consider the proposed Master Sign Plan with respect to the criteria in Section 1010.03D4 of this title.
 - b. The applicant and contiguous/affected property owners shall be notified by the City Planner of such time and place in writing not less than 10 days prior to such hearing. The City Planner may notify additional property owners if a determination is made that such additional notification is merited.
 - c. The MSPC shall hold the administrative hearing as scheduled by the City Planner.
 - d. The MSPC shall render and forward a recommendation to the Community Development Director or Designee for approval and the Community Development Director or Designee shall make the final decision.
 - e. Should the applicant or a contiguous property owner object to the decision of the Community Development Director or Designee on the Master Sign Plan, an appeal may be filed within 10 days following the administrative decision by the Community Development Director or Designee. The appeal shall be made in writing and shall be addressed to the City Manager. The City Council shall take up the appeal at a regular meeting within 45 days on the appeal. The Master Sign Plan appeal shall follow notice requirements and other procedures contained in Chapter 108 of the Title.

City of Roseville
651-792-7000

04/26/2013 15:56
Receipt No. 00323966

signplan
Master Sign Pl
an 350.00

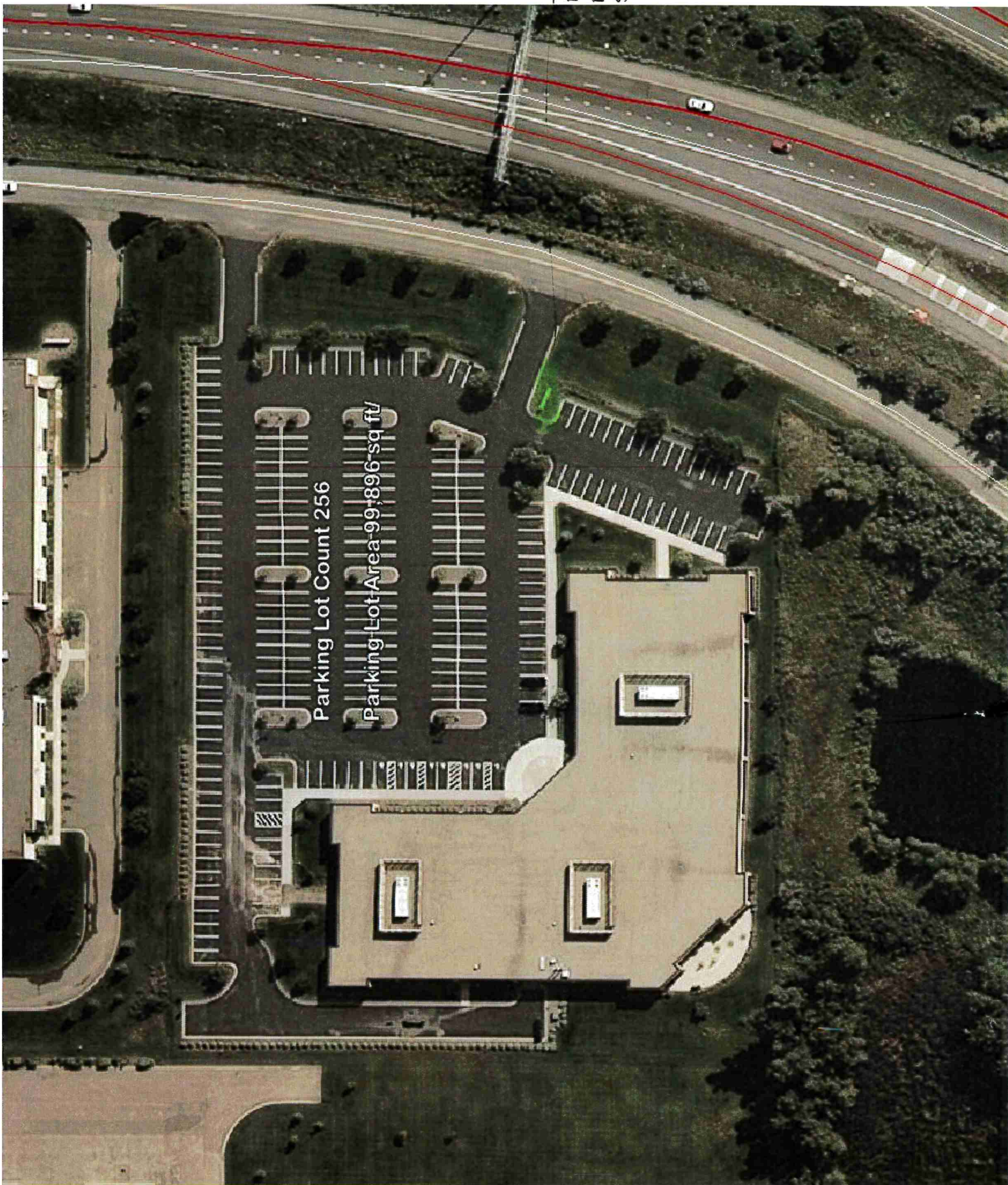
Receipt Total 350.00

Cash 0.00
Check 350.00 Check #1617
Charge 0.00

COLLIERS INT

Cashier: jill.hughes
Station: RVFIN301

Existing
Monument
Sign.



Parking Lot Count 256

Parking Lot Area 99,896-sq ft



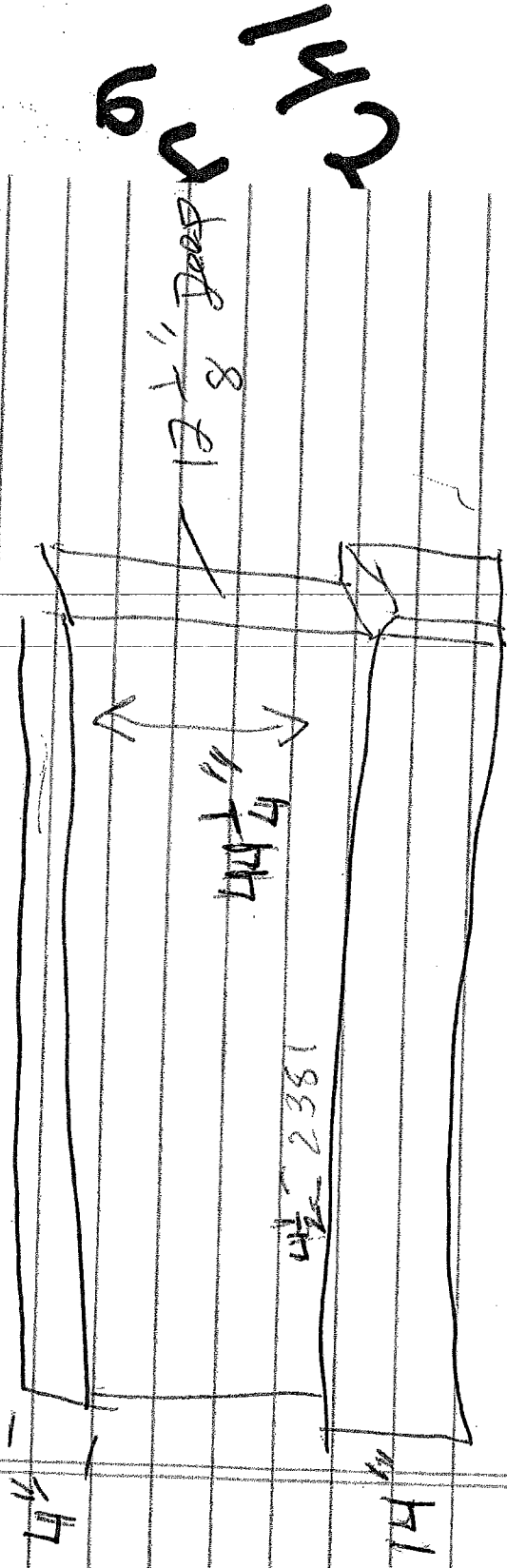
SEBESTA BLOMBERG

2381-2387

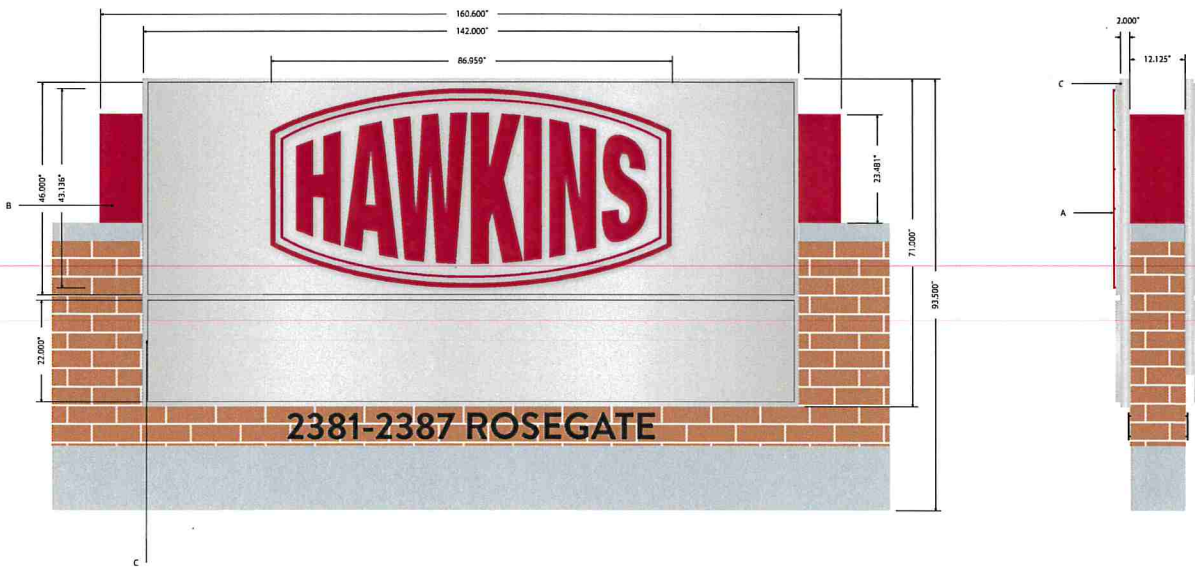


Possibles

- Master Sign Plan
- Height 25'
- max 100 sq/ft
- 181 1/2'

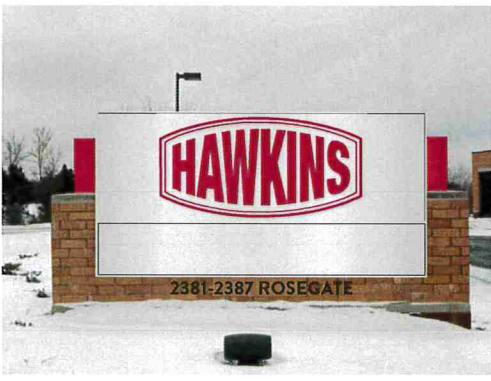


4 1/2" cut Aluminum



Scale: 1 : 20

- KEY**
- A. 1/4" aluminum painted PMS 193 C w/ 1/4" standoffs
 - B. Aluminum cabinet painted PMS 193 C
 - C. Aluminum cabinet painted brushed aluminum

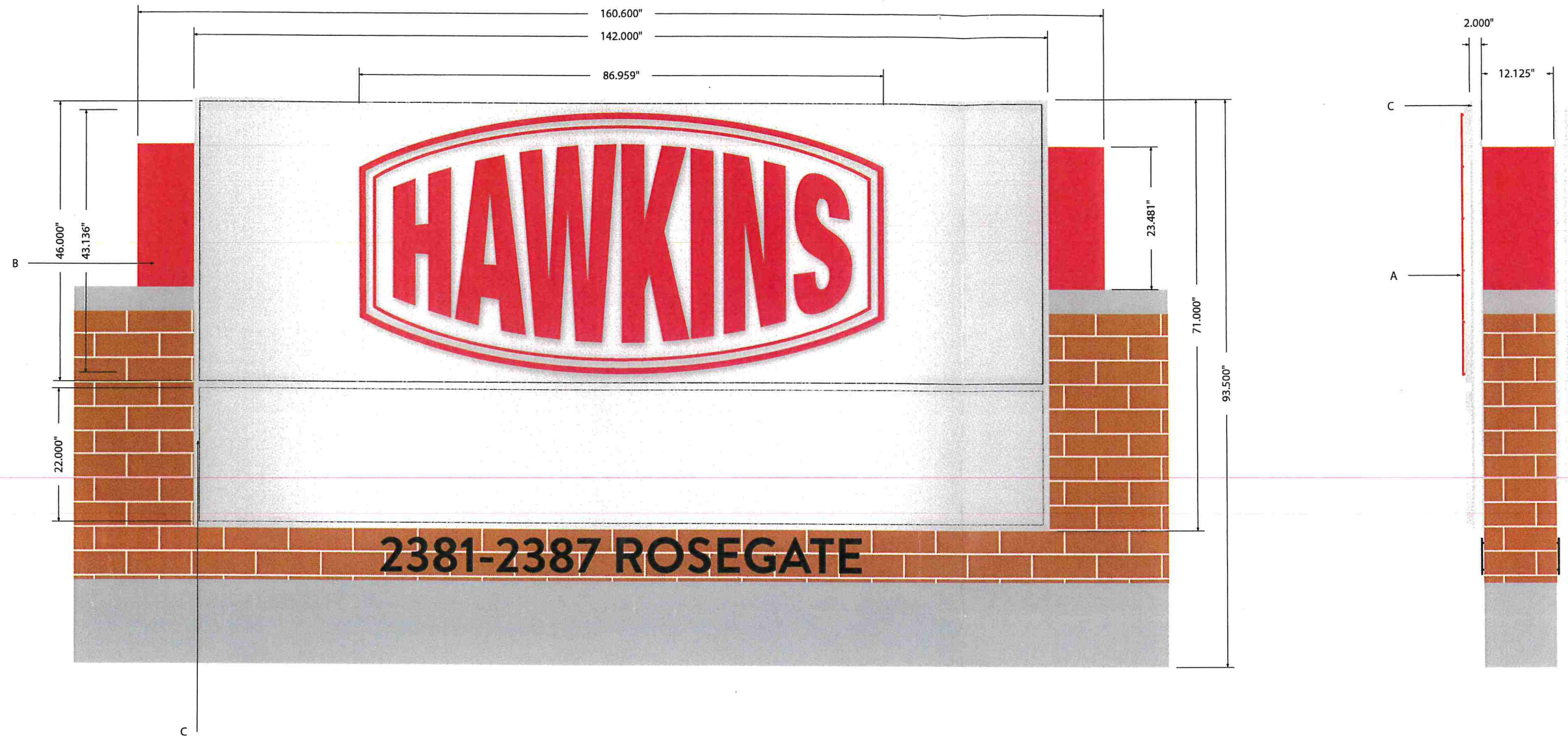


Define your image.

Project:	Maxxent
Client:	Hawkins
Project Manager:	L.Rapach
Drawn By:	B.Nicholson
Scale:	1 : 20
File Name:	Maxxent.dwg
Origin Date:	03.28.13
Revised Date:	04.08.13
Revision:	
Approval Date:	

8801 EAGLE CREEK CIRCLE
 SAUSAGE, MN 55378
 P 952-224-9008
 F 952-224-9009
 sddisignsystems.com

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Define your image.

Project: Monument

Client: Hawkins

Project Manager: L.Rapach

Drawn By: B.Nicholson

Scale: 1 : 20

File Name: Monument_v2

Origin Date: 03.28.13

Revised Date: 04.09.13

Revision:

Approval Date:

8631 EAGLE CREEK CIRCLE
SAVAGE, MN 55378
P. 952-224-9906
F. 952-224-9909
sddisignsystems.com

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Scale: 1 : 20

KEY

- A. 1/4" aluminum painted PMS 193 C w/ 1/4" standoffs
- B. Aluminum cabinet painted PMS 193 C
- C. Aluminum cabinet painted brushed aluminum





COMMUNITY DEVELOPMENT DEPARTMENT

June 3, 2013

H B Tempe LLC
Hawkins
2381 Rosegate
Roseville, MN 55113

Mr. Tim Jackson
Colliers International
4350 Baker Road
Minnetonka, MN 55343

Re: Hawkins, 2381-2387 Rosegate - Master Sign Plan Draft

On May 30, 2013, the Roseville Master Sign Plan Committee held the administrative hearing to review and consider the Master Sign Plan at 2381-2387 Rosegate. No adjacent property owners or citizens were present to address the committee and the City Planner did not receive any calls, email, or letters concerning the proposal.

The MSP Committee has reviewed the proposal and approves the following as the MSP for 2381-2387 Rosegate:

WALL SIGN REQUIREMENTS

- Advertising, flashing, pulsating, rotating light (or lights), rooftop, banners, mobile signs, and portable signs shall be prohibited, as well as other prohibited signs covered under Section 1010 of the Roseville City Code.
- Wall signs shall be limited a lineal footage of 425 feet and a signage multiplier of 1.0 (sq. ft.) for a total wall signage allowance of 425 sq. ft.
- Wall signs meeting the total square footage allowed can be installed on the north and east sides of the building.
- Wall signs (including identity logos and/or symbols) shall be individual or channel letters, that may be illuminated, be installed on raceways, and shall not exceed 30 inches in height
- Letter returns and raceways may be painted, prefinished, or utilize exposed metal; and exposed metal shall be stainless steel, titanium, bronze, aluminum, hot dipped galvanized iron, or other non-corrosive material.
- Sign material shall be limited to metal and acrylic with UV inhibitors. All materials shall be made of high quality durable materials and finishes, and be of the highest quality fabrication.
- All applications for wall signs shall be accompanied by a graphic that provides the City with the existing and proposed wall sign totals.
- Window graphics/signs shall be limited to 25% of the window area.
- No sign, or any portion thereof, shall project above the parapet or top wall portion upon which it is mounted.

.FREESTANDING SIGN REQUIREMENTS

- The site shall be allowed to modify the existing freestanding monument sign into a multi-tenant monument sign consisting of 70 sq. ft. of sign panel area, a maximum height of 8 feet, and of the pre-existing setback.

OTHER REQUIREMENTS

- Any leasing information shall be incorporated into the freestanding signs (such as contact name and number), which shall not count against the sign total. The leasing sign can be attached to the freestanding sign or mounted on the exterior of the building. Neither sign shall exceed 32 sq. ft. and the proposed leasing information shall be reviewed and approved by the Planning Division.
- A sign permit is required for the installation of all signs on the premises.

Should you have any questions or comments, regarding temporary signs, please feel free to call or email me at 651-792-7074 or thomas.paschke@ci.roseville.mn.us.

Respectfully,

CITY of ROSEVILLE



*Thomas Paschke
City Planner*