



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

[x] 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: B H J N First name: Paul NELSON
Address: 2437 Rice St City/State/Zip: Roseville Mn 55113
Phone number: 651-488-9119-0684 Email address: pnelson@ackhomes.com

2. Applicant Information: (if different from above)

Company name: B H J N
Last name: First name:
Address: City/State/Zip:
Phone number: Email address:

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: Paul Nelson Date: 2/26/11

Applicant: Date:

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

03/18/2011 14:52
Receipt No. 00233427

signplan
Master Sign Pl
an 350.00

Receipt Total 350.00

Cash 0.00
Check 350.00 Check #103695
Charge 0.00

ACR HOMES

Cashier: jill.hughes
Station: RVFIN701

 **ROSEVILLE**
Community Development Department
651-792-7074 ♦ fax: 651-792-7070

January 27, 2012

Mr. Paul Nelson
BHJN - ACR Homes
2437 Rice Street
Roseville, MN 55113

RE: Rice Street Plaza, 2435-2459 Rice Street - Master Sign Plan.

Mr. Nelson:

On January 26, 2012, the Roseville Master Sign Plan Committee held the required hearing regarding the Master Sign Plan for Rice Street Plaza. No citizens were present to address the committee and the City Planner did not receive any calls, email, or letters concerning the proposal, and Committee members had not issues of comments regarding the proposal.

Please be informed that the Master Sign Plan Committee voted to approve the Master Sign Plan for 2435-2459 Rose Street, Rice Street Plaza, as follows:

WALL SIGN REQUIREMENTS

- The Planning Division has determined that the building will be limited to a wall signage ratio of 1.5 square feet of signage for each lineal foot of building front or 330 feet of frontage times the 1.5 square foot allowance, equals a total wall signage allotment of 495 square feet.
- Wall signs may be individual letters, cabinets, and/or panels that may be illuminated, have finished returns and/or be installed on raceways. Identity logos and/or symbols shall be allowed. Letter, cabinet, and/or panel heights shall be between 18 and 30 inches.
- Letter returns and raceways may be painted, prefinished, or utilize exposed metal; and exposed metal shall be stainless steel, titanium, bronze, aluminum, or other non-corrosive material.
- The scale and proportion of graphics shall be compatible with the building's architectural character and mass.
- Wall signs shall be located only on the north, south and east building wall. may be located on the north, south and east building walls.
- Sign area shall be computed per section 1010.04 of the City Code.
- Wall signs shall not project more than 13 inches from the face of the structure to which the sign is attached.
- Sign material shall be limited to metal and acrylic materials with UV inhibitors. All materials shall be made of high quality durable materials and finishes, and be of highest quality fabrication.

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- 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.

FREESTANDING SIGN REQUIREMENTS

- The existing freestanding Rice Street Plaza sign shall be allowed to remain and can be modified to include a decorative base and pole wrapping. Plans for any enhancement/retrofitting shall be submitted to the City Planner for approval.
- Rice Street Plaza will also be afforded up to two future signs as replacements for the existing freestanding sign. These signs shall be placed on either end of the site.
- The new freestanding signs shall not exceed a height of 8 feet and include a minimum 2 foot tall base of brick or block.

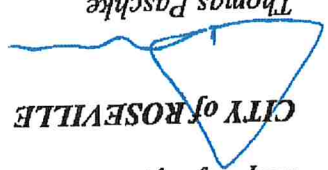
- Each of the new freestanding signs shall be limited to 80 square feet of tenant signage. The center's name can be incorporated into one or both of the new freestanding signs, as well as all leasing information (contact and number) shall be incorporated into one or more of the freestanding signs. All existing freestanding leasing sign on the premises shall be removed within six months of the approval date.

- Individual leasing signs for vacant tenant space can be mounted to the building. These leasing signs shall be comprised/manufactured of durable all-weather materials (such as Lexan) and shall be limited to 32 sq. ft. Banners are prohibited.

OTHER REQUIREMENTS

- Landlord sign-off of any sign proposal shall accompany any sign permit and shall meet the requirements of the MSP.
- A sign permit is required for the installation of the freestanding sign.

Should you have any questions or comments, please call me at 651-792-7074.

Respectfully,

 Thomas Paschke
 City Planner

CITY of ROSEVILLE

South end

proposed new sign



North end



Total length of building 275' x 20' high.

24 in



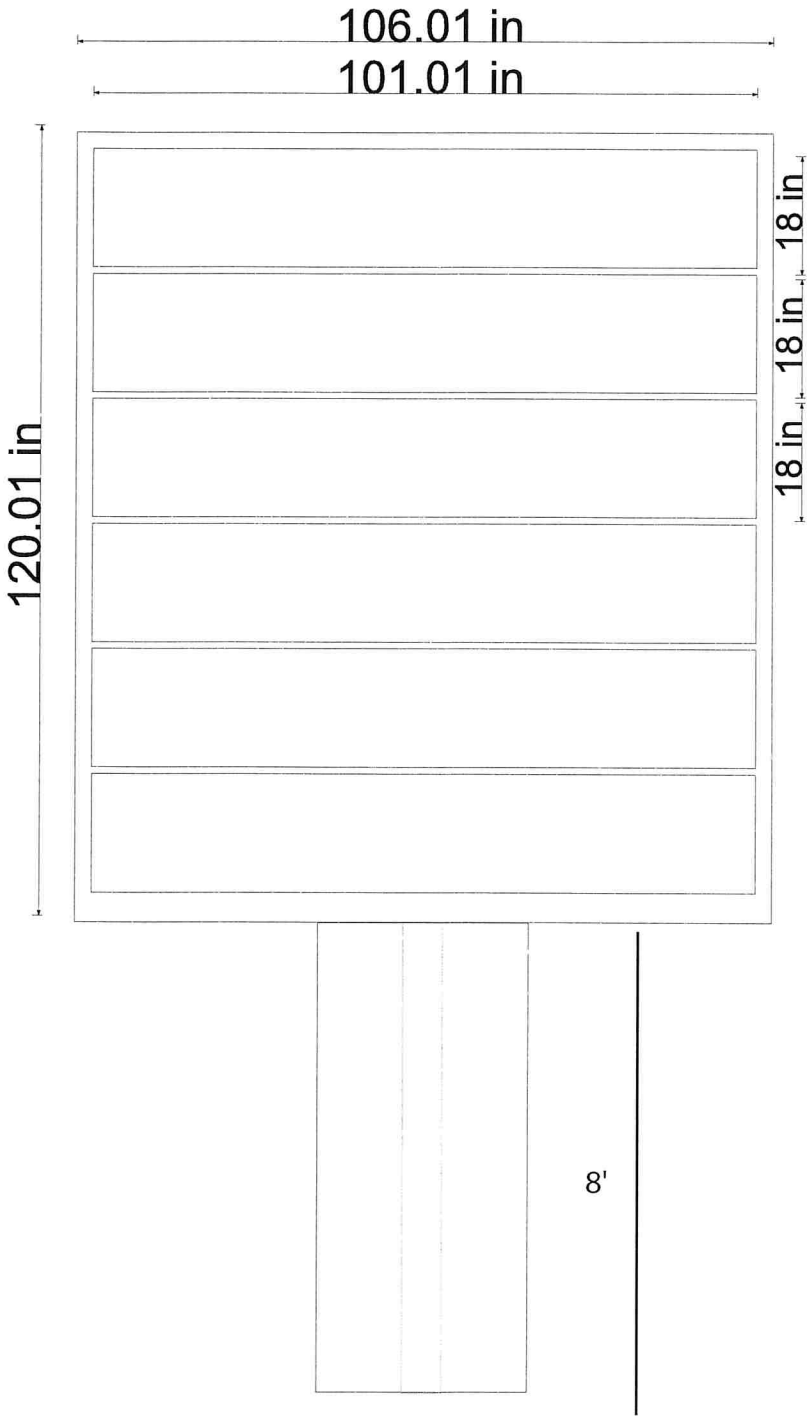
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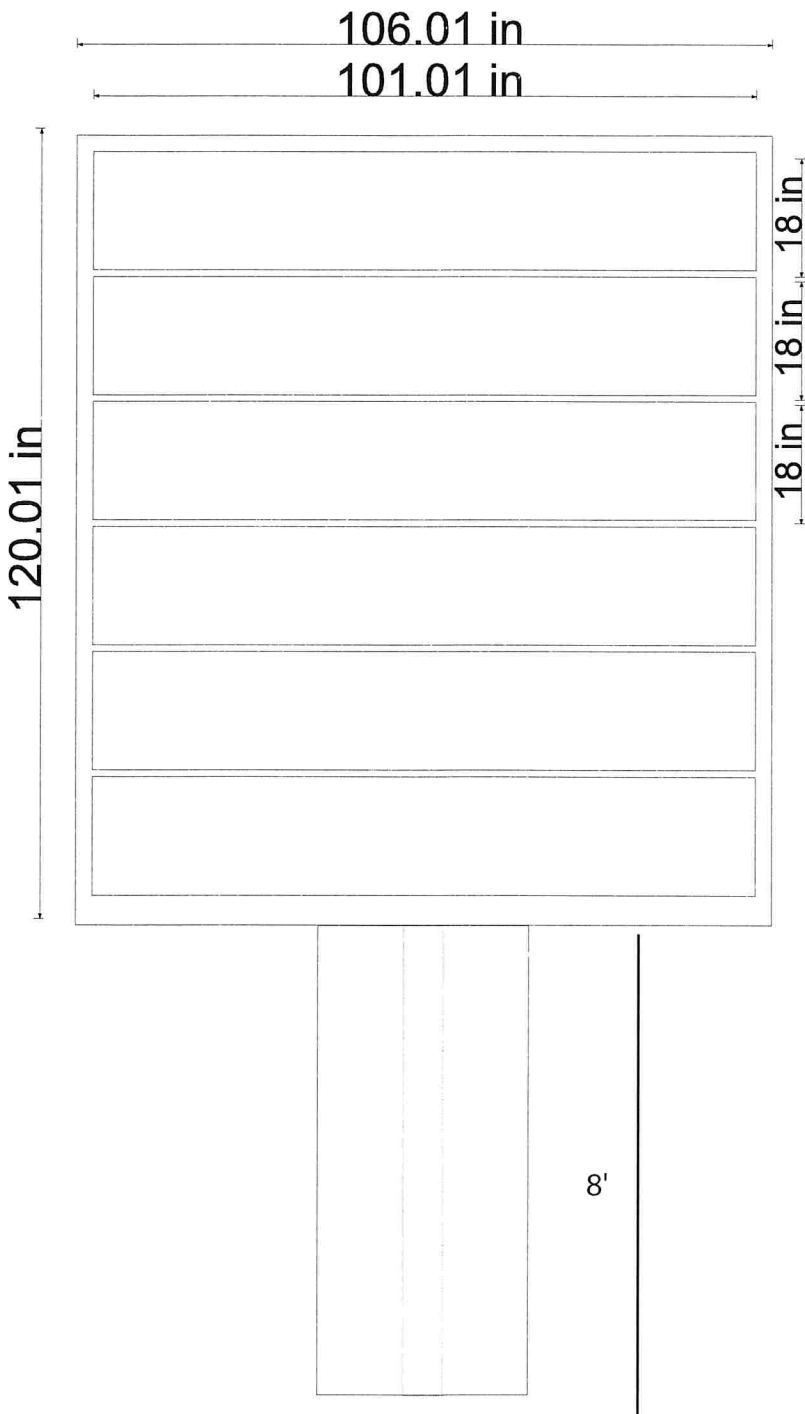


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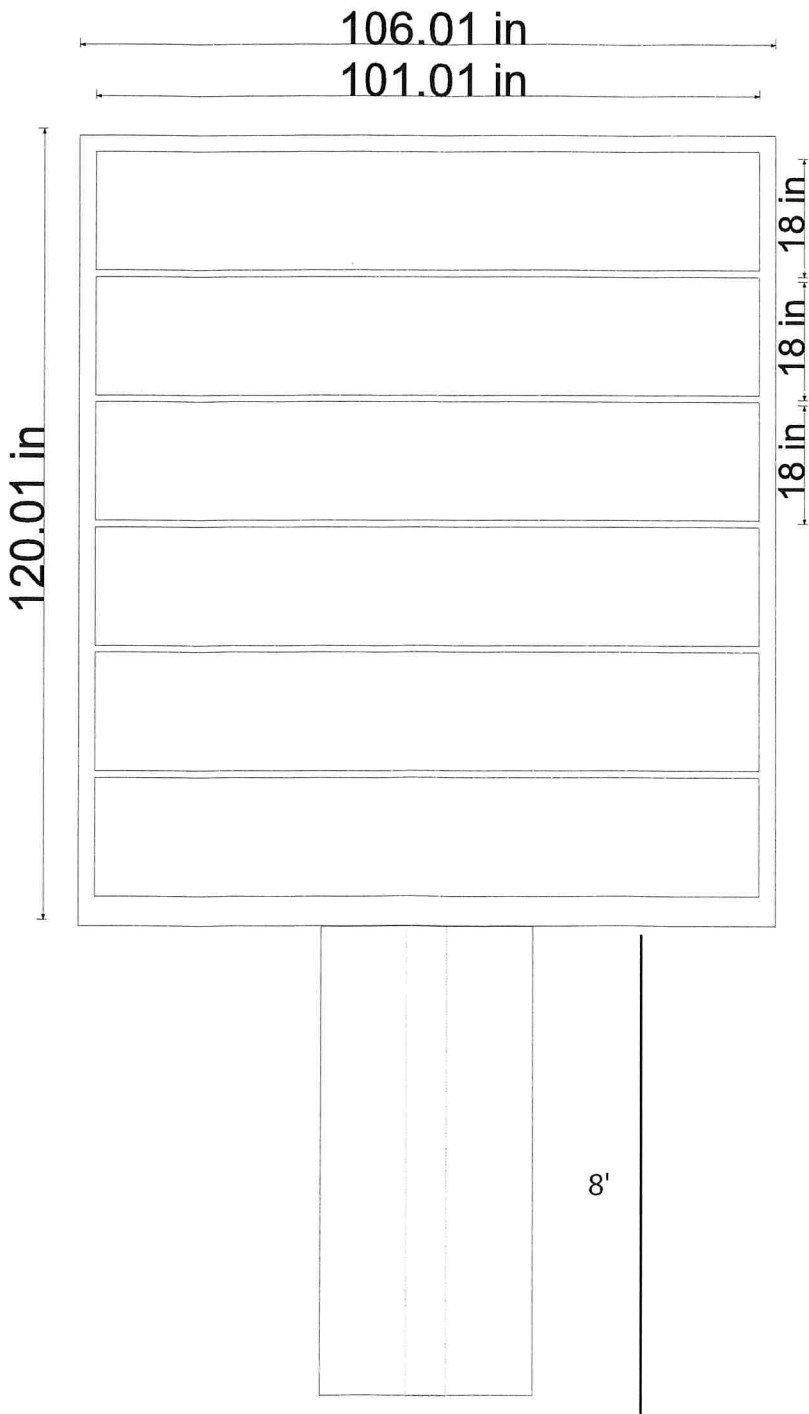
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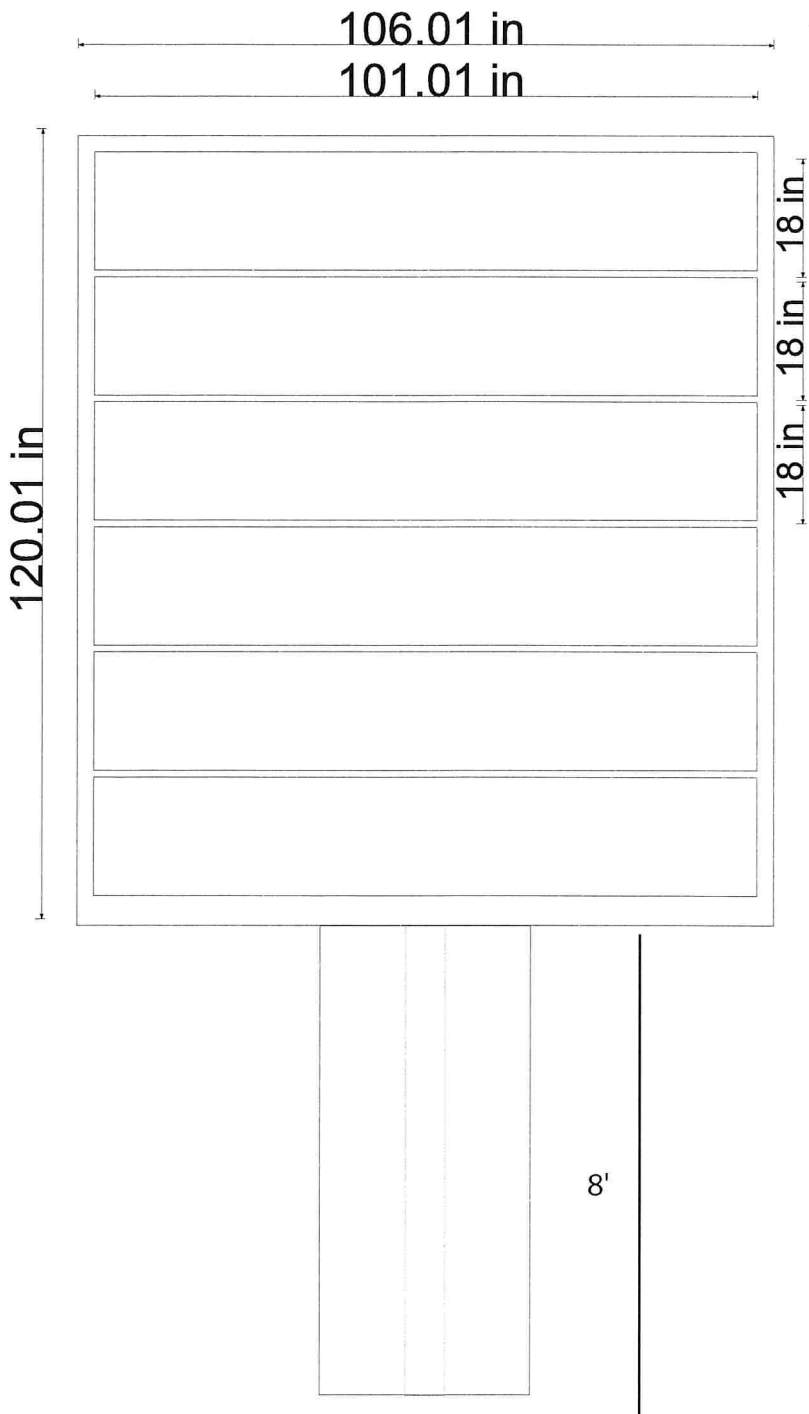
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