



City of Ontario  
Planning Department  
303 East "B" Street  
Ontario, CA 91764  
Phone: (909) 395-2036  
Fax: (909) 395-2420

## Sign Program Application

### APPLICANT/OWNER INFORMATION (print or type)

Property Owner: NEWPORT EQUITY  
Address: 627 S. MANCHESTER, ANAHEIM, CA 92802  
Telephone No.: 714.490.0591 Fax No.: 714.490.0597  
Applicant: SIGNAGE SOLUTIONS/CANDACE GLEDHILL  
Address: 1336 ALLEG. STREET, ANAHEIM, CA 92887  
Telephone No.: 714.491.0299 Fax No.: 714.491.0439  
Applicant's Representative: (SAME AS ABOVE)  
Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

### SITE INFORMATION

Site Address (include N, S, E or W): 151,191,251,291,351,451 & 491 KETERING DRIVE  
Assessor's Parcel No.: \_\_\_\_\_  
Development Name: FREEWAY BUSINESS CENTER  
Zone: MZ Euclid Avenue Overlay District?: ☐ Yes ☒ No

### NOTES

451 KETERING IS OWNED BY SUSPENSIONS, UNLIMITED/  
JOHN BEGIN. WE HAVE BEEN UNABLE TO OBTAIN A  
REVIEW OR APPROVAL FROM HIM. WE NEED TO  
DISCUSS

PLANNING DEPARTMENT APPROVED	
<input checked="" type="checkbox"/> SUBJECT TO CONDITIONS	
<u>SIGN PROGRAM</u>	
<u>#PSGP05-007</u>	
Approved By: <u>John</u>	Date: <u>10/12/2006</u>

(For staff use only)	
File No.: <u>PSGP05-007</u>	
Related Files: <u>89-67</u>	
Submittal Date: <u>9/29/05</u>	
Rec'd By: <u>Angie Z</u>	
Fees Paid: <u>\$8120.5</u>	
Receipt No.: <u>36030</u>	
Action: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	
By: <u>John</u>	
Date: <u>10/12/2006</u>	

**FREEWAY BUSINESS  
C E N T E R**

151-491 KETTERING DRIVE  
ONTARIO, CALIFORNIA

**P L A N N E D   S I G N   P R O G R A M**

SEPTEMBER 26, 2006

Prepared For:  
NEWPORT EQUALITY  
627 S. MANCHESTER AVE.  
ANAHEIM, CA 92802



05-5782  
9-26-06

PSG-P05-007

# FREEWAY BUSINESS C E N T E R

151-491 KETTERING DRIVE  
ONTARIO, CALIFORNIA

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## PROJECT DIRECTORY

<b>Owner:</b>	Newport Equity 627 S. Manchester Ave. Anaheim, CA 92802 Contact: Ted Van DerKolk (714) 490-0591 (fax) 490-0597
<b>Signage Consultant:</b>	Signage Solutions 1336 Allec Street Anaheim, CA 92805 Contact: Candi Gledhill (714) 491-0299 (fax) 491-0439
<b>City Planning:</b>	City of Ontario City Hall 303 East B Street Ontario, CA 91764 Contact: Luis E. Batres (909) 395-2431 (fax) 395-2420

## SIGN TYPE SCHEDULE

ITEM	SIGN TYPE	PAGE
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### EXTERIOR BUILDING SIGNS

#### TENANT BUILDING SIGNS

WT	Tenant Wall Sign	1.1
E1	Tenant Main Entry Signage	1.2
E2	Rear Entry I.D.	1.2



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## SUBMITTALS AND APPROVALS FOR EXTERIOR TENANT SIGNS

There is a formal process for the creation, review and approval of Tenant signs at Freeway Business Center. All Tenant's signage is subject to the Owner's, or their managing agent (hereinafter referred to as "Owner"), written approval. Approval will be granted based on the following:

1. Design, fabrication and method of installation of all signs shall conform to this sign program.
2. Proposed signage is in harmony with adjacent signage conditions and conforms with the design standards for Freeway Business Center.

### A. SUBMITTAL TO OWNER:

Tenant shall submit three (3) full sets of detailed shop drawings to Owner for approval prior to permit submittal or sign fabrication. Sign drawings are to be prepared by a California licensed sign contractor. All signs must conform to the requirements of City of Ontario Planning Department.

Submittals shall include the following:

#### 1. STOREFRONT ELEVATION:

Scaled elevation of Tenant's storefront depicting the proposed sign design and all the dimensions as they relate to the Tenant's storefront.

#### 2. SHOP DRAWINGS:

Fully dimensioned and scaled shop drawings specifying exact dimensions, copy layout, type styles, materials, colors, means of attachment, illumination, electrical specifications, and all other details of construction. Section through letter and/or sign panel showing the dimensioned projection of the face of the letter or sign panel and the illumination.

If shop drawings are denied, Tenant must resubmit revised plans until Owner's approval is obtained. Request to implement signs that vary from the provisions of this sign program will be

submitted to the Owner for approval and then submitted to City of Ontario Planning Department for approval. The Owner may approve signs that depart from the specific provisions and constraints of this sign program in order to mitigate problems in the application of this sign program.

### B. SUBMITTAL TO CITY:

Three full sets of plans must be approved and stamped by the Owner prior to permit application. Tenant or their Sign Contractor must submit to City of Ontario Planning Department, and will be responsible for all applicable applications, permit fees for the Planning and Building departments.

Tenant and their Sign Contractor will not be permitted to commence installation of the exterior sign unless all of the following conditions have been met:

1. A stamped set of final drawings reflecting the Owner's and City's approval shall be on file in the Owner's office.
2. All sign contractors must be fully insured and approved by Owner prior to installation. Owner must receive the Sign Contractor's Certificate of Insurance.
3. The Owner must be notified 48 hours in advance prior to sign installation.

### C. The owner may, at his sole discretion and at the Tenant's expense, correct, replace, or remove any sign that is installed without written approval and/or that is deemed unacceptable pertaining to this sign program.

D. If the Tenant chooses to change his exterior sign at any time during the term of his lease, then Tenant must comply with the requirements set forth herein and any future modifications, revisions or changes which have been made to this sign program for this center after the execution of his lease agreement.

### E. Tenant shall be ultimately responsible for the

fulfillment of all requirements and specifications, including those of the Owner, City, U.L. and the Uniform Electrical Code.

### F. TENANT'S RESPONSIBILITY:

Tenant shall be responsible for the following expenses relating to signage for that Tenant's space.

1. Design consultant fees (if applicable).
2. 100% of permit processing cost and application fees.
3. 100% of costs for sign fabrication and installation including review of shop drawings and patterns.
4. All costs relating to sign removal, including repair of any damage to the building.



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FREEWAY BUSINESS CENTER

## DESIGN GUIDELINES FOR EXTERIOR TENANT SIGNS

The purpose of establishing these design guidelines is to ensure that each exterior sign will contribute to the success of Freeway Business Center. High quality signage which reflects the integrity of the architecture, will be required.

*Note: All sign specifications (size, materials, illumination etc.) contained in this document are to apply to new signs only. Existing signs are considered approved until they are replaced.*

### A. WALL SIGN TYPE:

- Individual channel letters/logo.

### B. WALL SIGN ILLUMINATION:

- Face or halo illumination, utilizing either L.E.D. or neon.

The following are prohibited:

- Exposed conduit and raceways.
- Cabinet signs.
- Electrified neon attached to glass tubing surrounds or crossbars.
- Front lighting fixtures that compete with building design.

### C. WALL SIGN COLORS AND FINISHES:

-All Tenants' colors must be approved by the Owner and City prior to fabrication. To assist in achieving a harmonious blend of color throughout the center, the following guidelines are to be adhered to:

- Sign colors should be selected to provide sufficient contrast against building background colors and be compatible with them.
- Colors within each sign should be compatible.

### D. WALL SIGN TYPE STYLES AND LOGOS:

The use of logos and distinctive type styles is encouraged for all tenant signs. Tenants may utilize their logo graphics and type style, provided that they are compatible with the architecture and approved by the Owner. Type may be arranged in one (1) to two (2) lines of copy and may consist of upper and/or lower case letters.

### E. SIGN HEIGHT:

Logo and letter height shall not exceed twenty-five (25) percent of building height, not to exceed five (5) to seven (7) feet, whichever is the lower number. Signs with multiple lines of copy may not exceed seven (7) feet in height.

## PROHIBITED EXTERIOR TENANT SIGNS

Only those signs types provided herein and specifically approved in writing by the Owner will be allowed. The following signs are prohibited:

- Outdoor advertising or advertising structures.
- Roof signs.
- Freestanding signs, except as provided in this text and consistent with the city of Ontario sign ordinance.
- Animated, audible or moving signs: Signs which move, swing, rotate, flash, except as provided in this text.
- Vehicle Signs: Signs affixed on trucks, automobiles, trailers and other vehicles which advertise, identify or provide direction to a use or activity not related to its rightful use, are prohibited.
- Off premise signs.
- Banner signs without temporary permits issued by Planning Department.
- A-frame (portable) signs, unless approved as part of a temporary display pursuant to Sec. 9-13-3130.
- Balloon, inflated signs, kites, and any other type or aerial sign unless approved as part of a temporary display pursuant to Sec. 9-13-3130.
- Bench signs, except as authorized and approved by the City of Ontario.
- Billboards.
- Flashing, blinking, rotating or otherwise animated signs, except barber poles, time/temperature signs and theater marquee signs.
- Roof signs, however, one roof sign may be permitted by the Planning Commission with a specific finding that no other sign configuration can reasonably serve the needs of the business establishment.
- Signs affixed to a vehicle, excluding permanent signs on commercial vehicles.
- Signs erected upon or over public property, other than signs installed by local, state or federal agencies.
- Signs that emit or generate sound, smoke or similar material.
- Signs shall not be placed on a rock, tree, or other natural feature.



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FREEWAY BUSINESS CENTER

## FABRICATION REQUIREMENTS FOR EXTERIOR TENANT SIGNS

The fabrication and installation of all signs shall be subject to the following restrictions:

- A. All signs to consist of individual face- or halo-illuminated channel letters fabricated from minimum 0.063 aluminum. Face illuminated letters to have a return depth of 5 inches and to be flush-mounted to building wall. Halo illuminated channel letters to have a return depth of 3 inches, .090 aluminum faces, and to be pin-mounted 1- 1/2 inches off building wall. All letters to have a minimum two (2) 1/4-inch diameter weep holes drilled in bottom of each. Logo fabrication and illumination to match that of letters.
- B. All signs shall be fabricated and installed with UL approved components in compliance with all applicable building and electrical codes and permits.
- C. Sign manufacture shall supply a UL label, as required by local authorities, in an inconspicuous location. In no case shall any manufacture's label be visible from the street from normal viewing angles.
- D. Sign permit stickers shall be affixed to the top edge of signs.
- E. Signs shall be made of durable rust inhibited materials that are appropriate and complementary to the building.
- F. All formed metal (i.e. letterforms) shall be fabricated using full weld construction.
- G. All signs shall be fabricated and installed with no visible screws, seams, rivets, or fastening devices. Finished surfaces shall be free from "oil canning" or warping.
- H. Separate all ferrous and non-ferrous metals. Stainless steel fasteners shall be used to secure ferrous to non-ferrous metals.
- I. Threaded rods or anchor bolts shall be used to mount sign letters that are spaced off from the wall or background. Mounts consist of all thread post and spacer sleeves for consistency. Spacers painted to match building color. All bolts and mounting devices shall consist of porcelain finished iron, stainless steel, aluminum or carbon bearing steel with painted finish. No black iron will be permitted. Angle clips attached to letter sides will not be permitted. Paint colors and finishes must be reviewed and approved by the Owner and the City of Ontario. Color coatings shall match exactly the specified colors on the approved plans.
- J. Surfaces with color hues prone to fading (e.g., pastels, fluorescent, intense reds, yellows and purples) shall be coated with ultraviolet inhibiting clear coat in a matte, gloss or semi-gloss finish.
- K. All sign finishes shall be free of dust, orange peel, drips, and runs. Finishes should have uniform coverage and be of the highest quality (e.g., Matthews Paint Company (800- 323-6593).
- L. Letter returns shall be painted to contrast with color of letter faces.
- M. Neon tubing shall be 12-13mm, EGL or equal. Neon transformers shall be 30 MA. All lighting must match the exact specifications of the approved shop drawings.
- N. Surface brightness and halo illumination of all illuminated materials shall be consistent in all letters and components of the sign. Light leaks between face and return of channel will not be permitted.



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FREEWAY BUSINESS CENTER

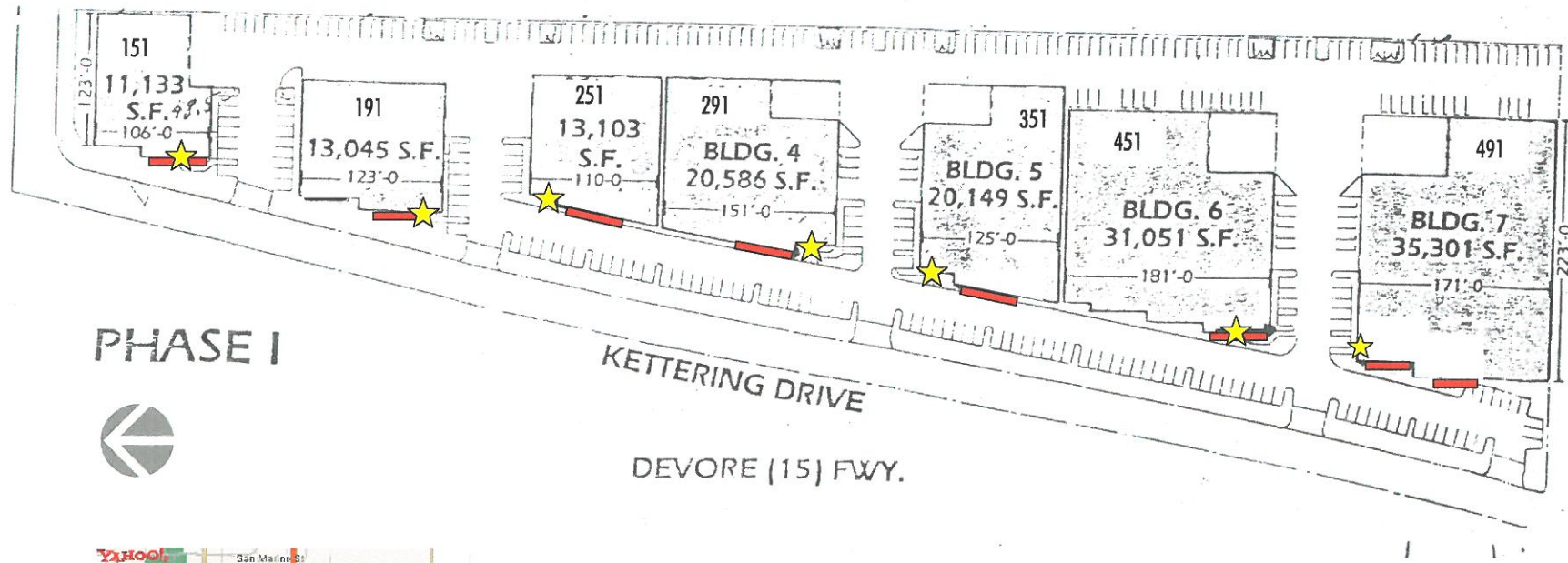


BUILDING	ADDRESS	STOREFRONT	ALLOWABLE SIGN AREA
1	151	106'	106 S.F.
2	191	123'	123 S.F.
3	251	110'	110 S.F.
4	291	151'	151 S.F.
5	351	125'	125 S.F.
6	451	181'	181 S.F.
7	491	171'	171 S.F.



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FREEWAY BUSINESS CENTER



- = ALLOWED WALL SIGN LOCATION
- = BUILDING ENTRANCE

SITE PLAN

Exhibit

A



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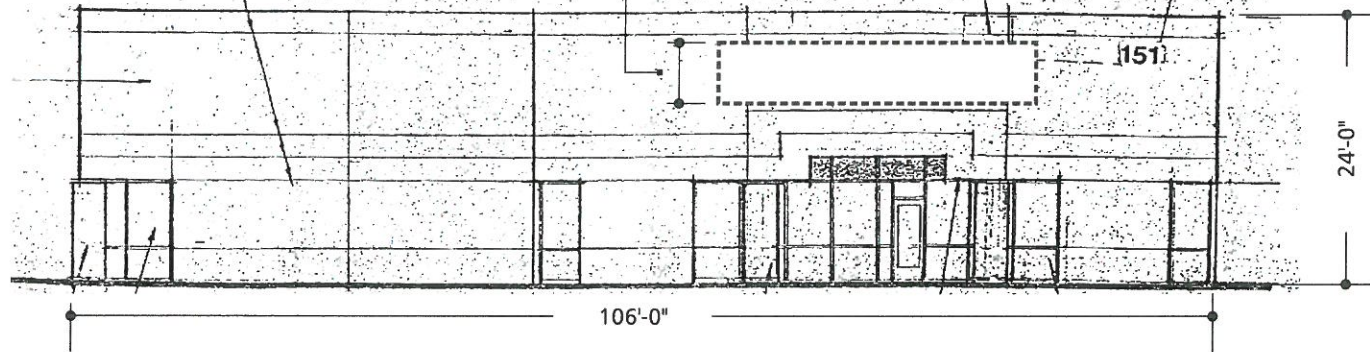
FREEWAY BUSINESS CENTER

BUILDING ELEVATIONS

Exhibit

B

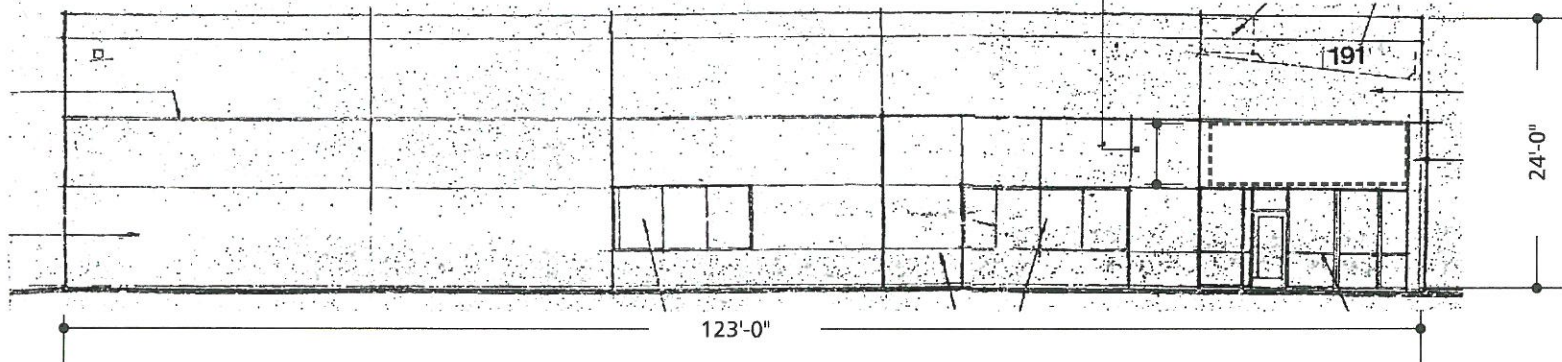
Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



BUILDING 1 (151 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX. SIGN AREA: 106 S.F.

Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



BUILDING 2 (191 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX. SIGN AREA: 123 S.F.

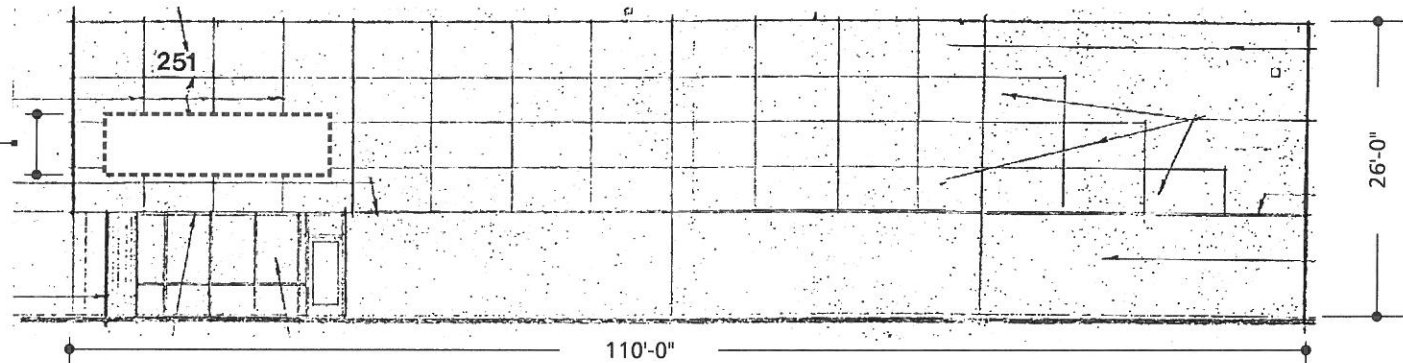
 = APPROVED SIGN LOCATION



Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



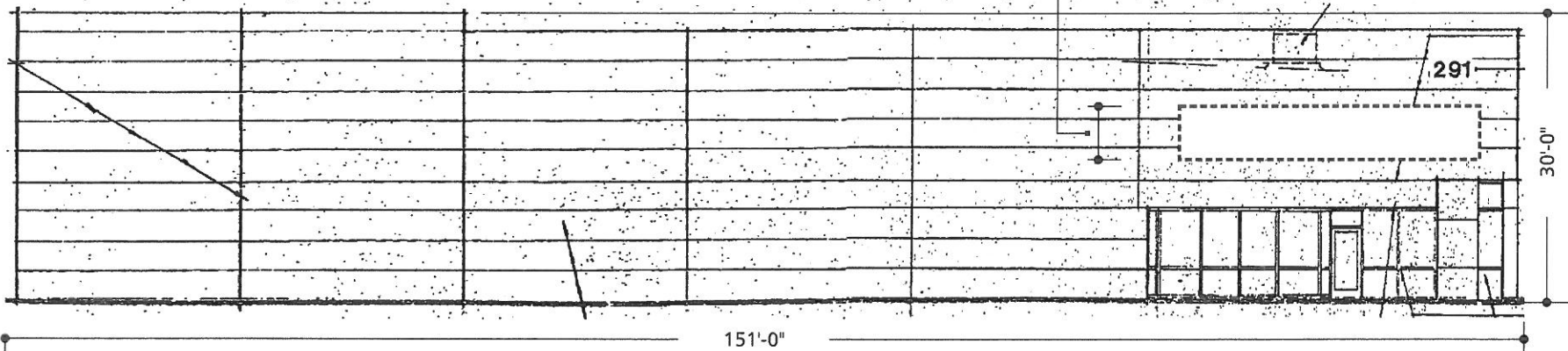
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BUILDING 3 (251 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX. SIGN AREA: 110 S.F.

Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



BUILDING 4 (291 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX. SIGN AREA: 151 S.F.

= APPROVED SIGN LOCATION

FREEWAY BUSINESS CENTER

BUILDING ELEVATIONS

Exhibit

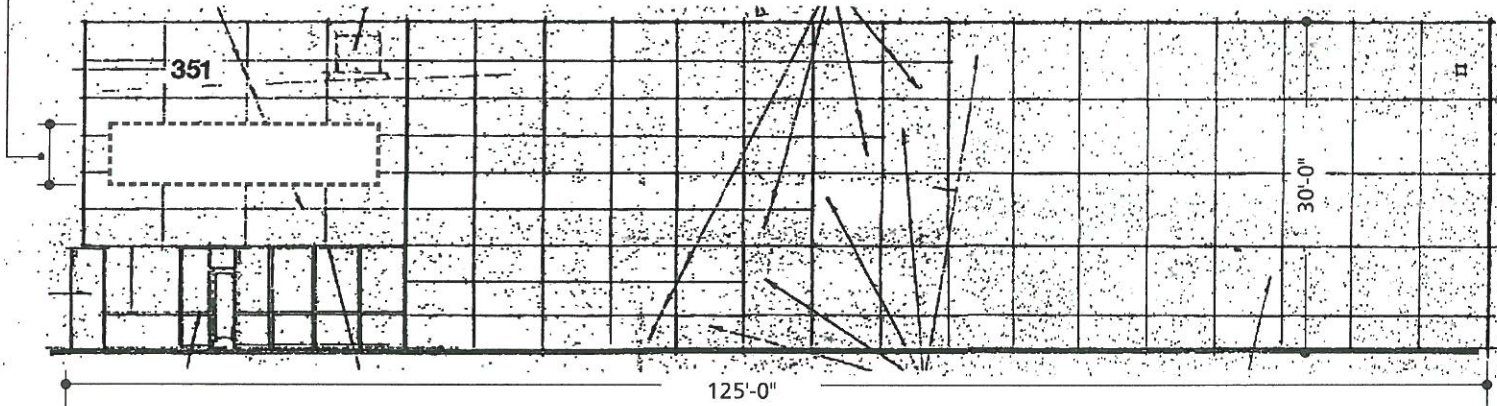
C

Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



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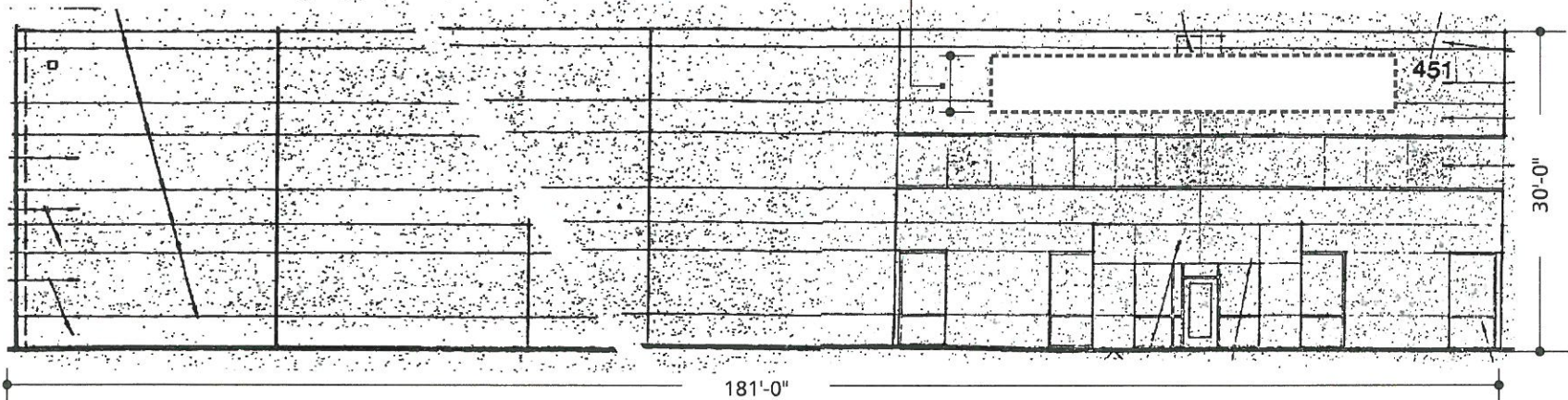


BUILDING 5 (351 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX SIGN AREA: 125 S.F.

Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)

BUILDING ELEVATIONS



BUILDING 6 (451 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX SIGN AREA: 181 S.F.

= APPROVED SIGN LOCATION

Exhibit

D



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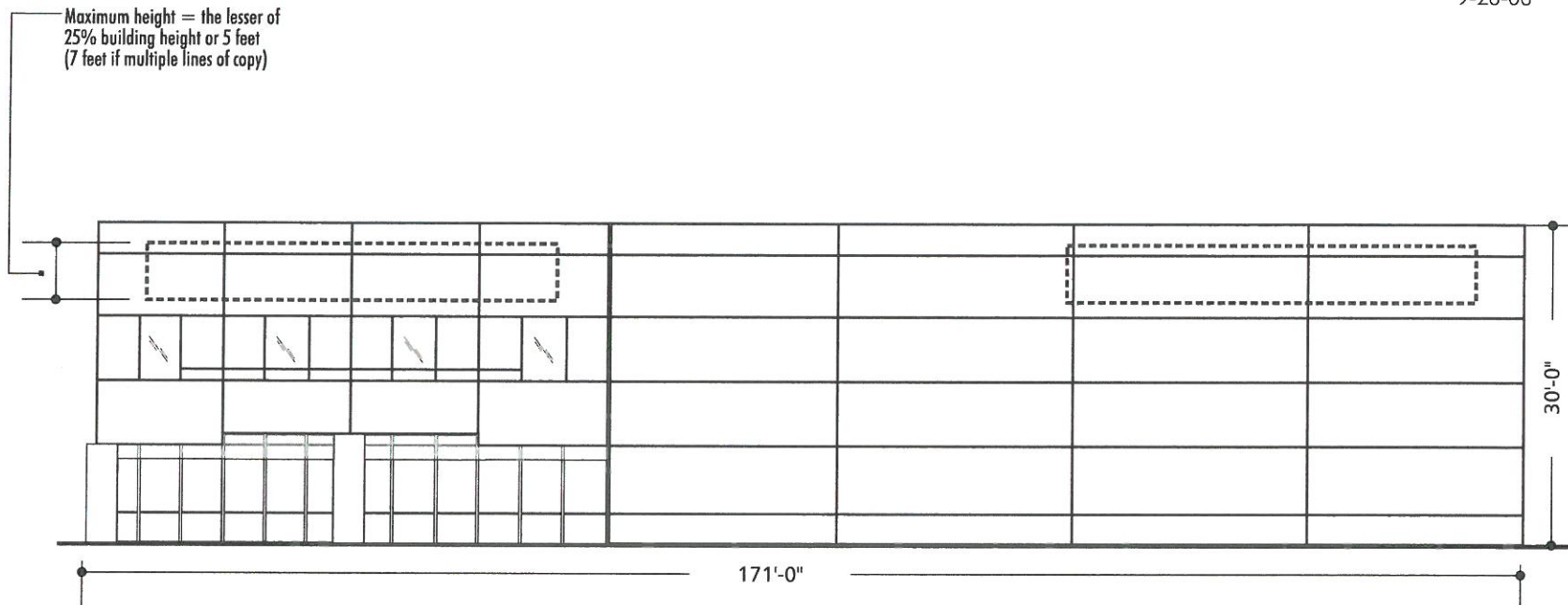
FREWAY BUSINESS CENTER

BUILDING ELEVATIONS

Exhibit

E

Maximum height = the lesser of  
25% building height or 5 feet  
(7 feet if multiple lines of copy)



BUILDING 7 (491 KETTERING DRIVE) WEST ELEVATION  
Scale: 1/16"=1'-0"

MAX. SIGN AREA (COMBINED): 171 S.F.

 = APPROVED SIGN LOCATION

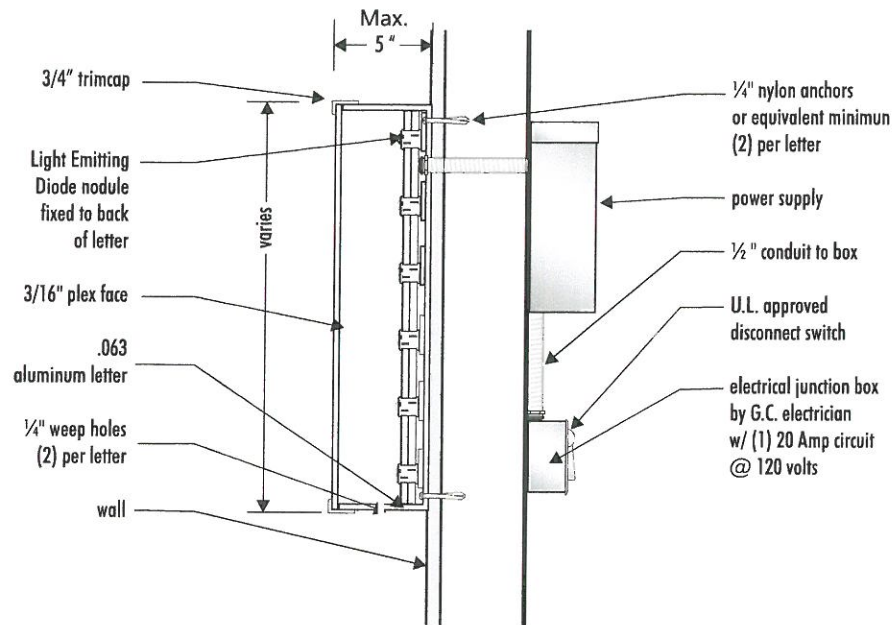


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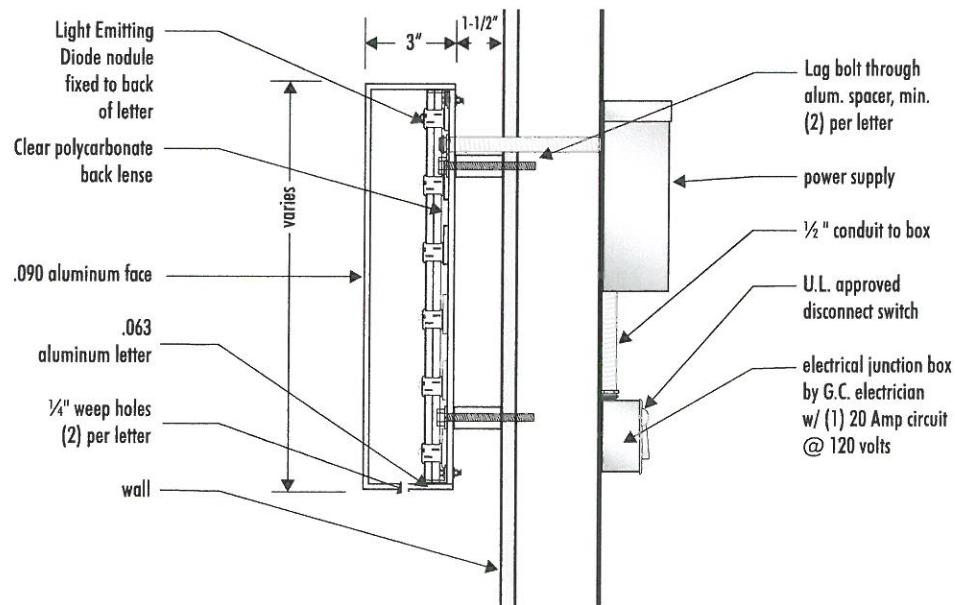
SECTION DETAILS - L.E.D. FREeway BUSINESS CENTER

Exhibit

F



SIGN SECTION  
FACE-ILLUMINATED CHANNEL LETTER  
L.E.D. ILLUMINATION



SIGN SECTION  
HALO-ILLUMINATED CHANNEL LETTER  
L.E.D. ILLUMINATION



## E1 TENANT MAIN ENTRY SIGNAGE

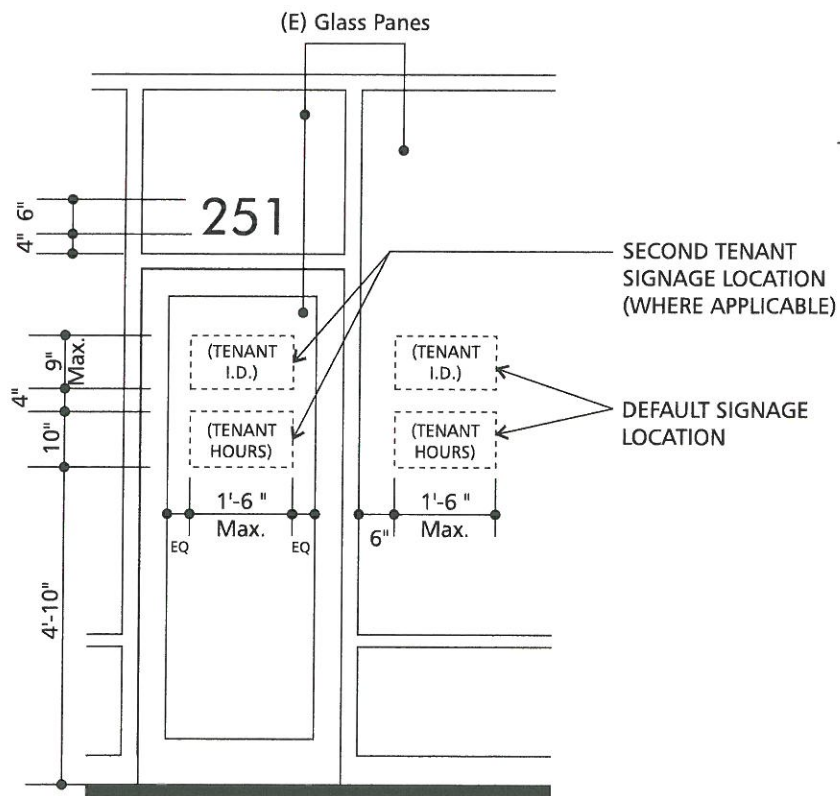
**MATERIALS:** Matte white vinyl letters on entry glass.

**COPY:** 6" High Suite Letter or Address,  
Tenant name/logo, max. 9" x 18",  
Tenant hours/emergency info, max. 10" x 18".

**SIGN AREA:** 3.5 sq. Ft. maximum sign area, combined.

**TYPE FACE:** Futura Book. Tenant name/logo may utilize tenant's logotype font.

**LOCATION:** Address or Suite Number Centered over entry doors. Tenant open info on entry glass panel on same side as door handle.



TYPICAL ELEVATION

## E2 REAR ENTRY ID

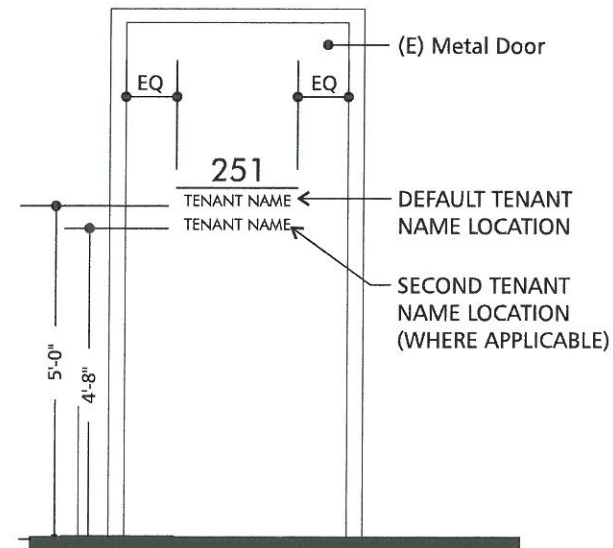
**MATERIALS:** Vinyl letters on door in contrasting color.

**COPY:** 4" high Suite Letter or Address,  
2" high Tenant Name.

**SIGN AREA:** 1.7 sq. Ft. maximum sign area.

**TYPE FACE:** Futura Book.

**NOTE:** No other signage is allowed on delivery side of building.



TYPICAL ELEVATION



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WT

**TENANT WALL SIGN**

**MATERIALS:** Letters must consist of face- or halo-illuminated channel letters. Optional logo is to be fabricated identically to letters, with any detail on the face accomplished by translucent vinyl overlay in the case of face-illumination or by routing of face and backing with acrylic in the case of halo illumination.

**QUANTITY:** One (1) for a single building tenant. One (1) for each tenant in a multi-tenant building, with a maximum of two (2) signs per building.

**COPY:** Tenant name and optional logo. Maximum of three (3) lines of stacked copy.

**SIGN AREA:** One square foot per lineal foot of frontage to a maximum of 200.0 square feet, each sign.

**SIGN HEIGHT:** Max. twenty-five (25) percent of the height of the building OR five (5)\* feet, whichever is less.  
\* Seven (7) feet max. for signs with multiple lines of copy.

**SIGN WIDTH:** Max. 80% of the width of the uninterrupted (same plane) wall on which sign is located. If 2 signs are displayed, the combined sign widths shall exceed neither 80% of the width of the building on which they are located.

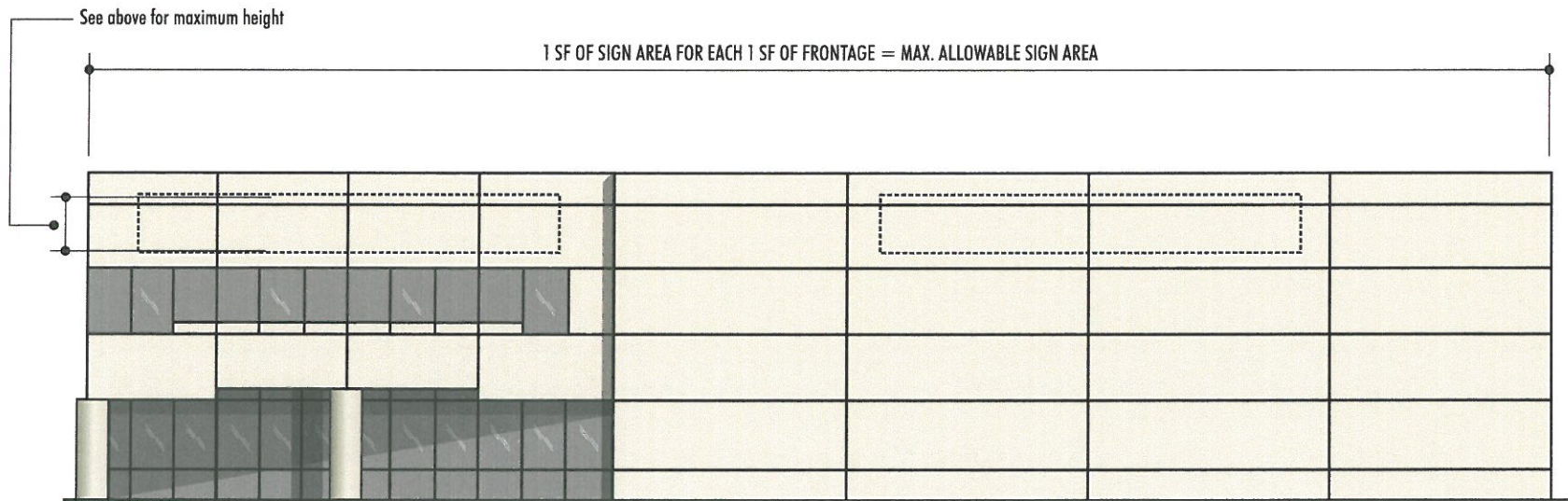
**TYPE FACE:** Custom tenant logotype/ name with City and Owner approval.



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FREEMAN BUSINESS CENTER

**TYPICAL ELEVATION**

Elevation for 491 Kettering Drive (Building 7) shown, with a generic sign example to illustrate parameters for future signage.



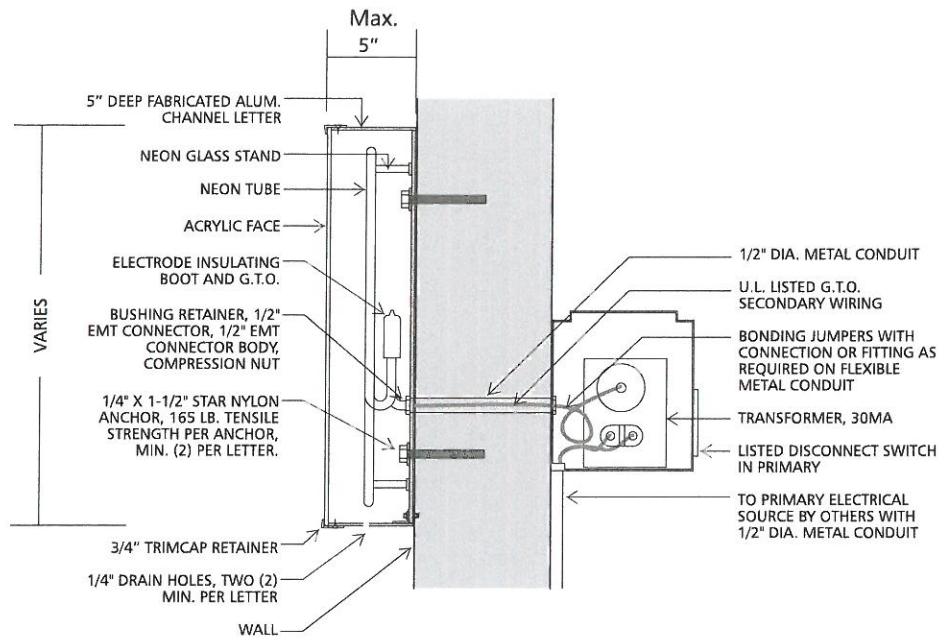
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SECTION DETAILS - NEON

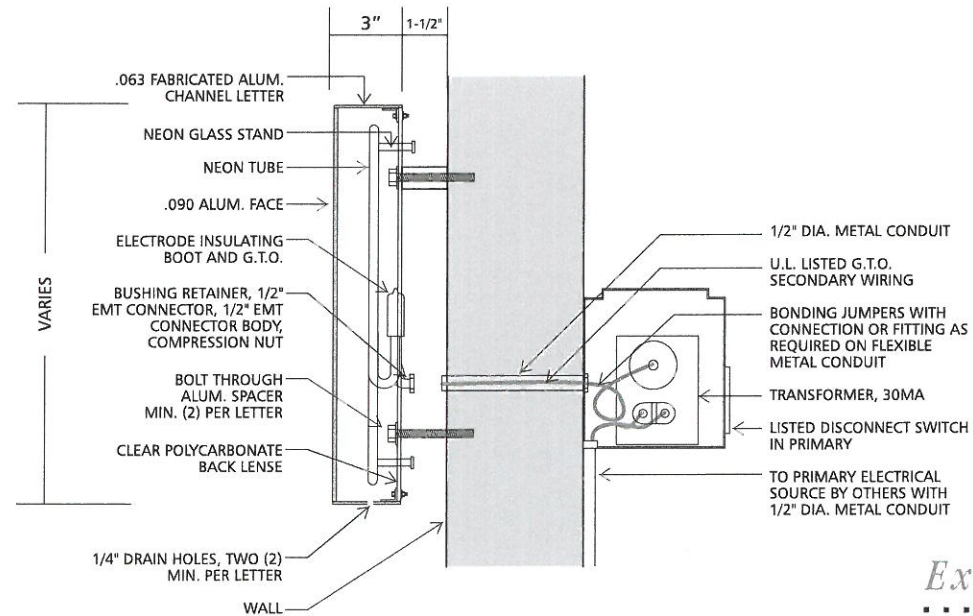
FREEWAY BUSINESS CENTER

Exhibit

G



SIGN SECTION  
FACE-ILLUMINATED CHANNEL LETTER  
NEON ILLUMINATION



SIGN SECTION  
HALO-ILLUMINATED CHANNEL LETTER  
NEON ILLUMINATION