

# County of Santa Clara

## Department of Planning and Development

County Government Center, East Wing, 7th Floor  
70 West Hedding Street  
San Jose, CA 95110  
Phone: (408) 299-5700  
www.sccplandev.org



**\*\*VIA Emails Only\*\***

October 18, 2023

David Ford

Via Email @ [dave@allsignservices.com](mailto:dave@allsignservices.com)

**FILE NUMBER:** PLN23-160

**SUBJECT:** Architecture and Site Approval Administrative Review (ASX) for Sign Replacement

**SITE LOCATION:** 12915 Monterey Road, San Martin, CA 95046-9576 (APN: 779-13-018)

**DATE RECEIVED:** September 18, 2023

Dear David Ford,

Staff has reviewed your application, submitted on the date above. The comments below are not incomplete items and are not required to deem this application complete for processing. This section is informational only and can be discussed further if desired with County Staff.

### **PLANNING OFFICE**

Contact Reva Kakaria at (408) 299-5792 or [reva.kakaria@pln.sccgov.org](mailto:reva.kakaria@pln.sccgov.org) regarding the following comments:

1. Pursuant to Zoning Ordinance Section [§ 4.40.050.B](#), no more than one attached sign is permitted for each ground-level occupancy frontage unless the ground-level occupancy exceeds 20,000 square feet. Provided plans show two attached signs on the side of the structure adjacent to Monterey Road. Please provide site plans indicating the dimensions and square footage of the structure and revise the plans accordingly to be consistent with the zoning ordinance.
2. Pursuant to Zoning Ordinance Section [§ 4.40.050.H](#), window signs may not exceed 25% of the frame area of a window. The provided plans appear to show signs across the whole area of two windows facing Monterey Road. Please include in revised plans the window frame area and aggregate sign area of all window signs in marked up photos or elevations (to scale).
3. Pursuant to Zoning Ordinance Section [§ 4.40.060.F](#), all freestanding signs must be fully located within a landscaped area extending at least 4 feet from the sign on all sides. Label the distance between the outer edges of the freestanding sign and the outer edges of the landscaped area in which it is located on the site plan.

4. Pursuant to California Fire Code [Section 505.1](#), show on site plans where address identification is located and provide photo verification in your submission.
5. Pursuant to Zoning Ordinance Section [§ 4.40.060.D](#), the maximum height of a freestanding sign shall be the square footage of the sign area divided by four, with an absolute maximum height of 20 feet.
6. Please submit a new [Acknowledgements and Agreements](#) form signed by the property owner(s), as this form has recently been revised.

If you have questions regarding this application, please contact (408) 299-5792 or [reva.kakaria@pln.sccgov.org](mailto:reva.kakaria@pln.sccgov.org).

Sincerely,

*Reva Kakaria*

Reva Kakaria  
Assistant Planner

CC:  
Samuel Gutierrez, Principal Planner