

BACKGROUND

The Sign Ordinance was last updated in 2005 and closely resembles the format of the Zoning Ordinance in effect at that time. Over the last two years, the Zoning Ordinance was comprehensively updated to streamline the entitlement process as part of the City Council's adopted "Roadmap to Service Improvements". As a part of that effort, staff introduced reformatted sections of the code, which included a new subsection numbering system, and the use of tables, as well as streamlined various planning processes and the inclusion of updated zoning classifications. It is the intent with this text amendment that by integrating an updated sign ordinance into the zoning code that the overall zoning regulations will be consistent and effective.

In November 2006, the City certified an Environmental Impact Report which identified the impacts of locating three new freeway signs and replacing the two existing freeway signs along Interstate 680 and Interstate 880 for the purposes of off-site advertising. Of those signs, two of them would be capable of transmitting electronic changeable media. No subsequent changes were made to the Municipal Code to incorporate a process to review the signs or to include development standards regarding those types of signs, which under the existing sign ordinance are prohibited. As a part of this text amendment, provisions and development standards for off-site advertising displays and off-site directional signs are introduced for consideration.

PROJECT DESCRIPTION

Building on the success of the reformatting effort for the zoning ordinance, staff proposes reformatting changes to clarify and streamline the sign ordinance and to integrate the sign provisions into the zoning code. In summary, this proposal includes text amendments that organize the code in a way that allows for efficient implementation and understanding of the sign code without having to flip back and forth between subsections. The intent is to eliminate redundancy and confusion by continuing the new simplified subsection numbering system used in the zoning code and includes additional tables for the purposes of clarification and ease of use.

In addition, staff proposes including provisions and development standards to guide the development of "freeway message center" signs (as referred to in the California Outdoor Advertising Act), whose primary purpose would be to provide off-site advertisement displays along freeway corridors (Interstates 880 and 680) and State Routes (Route 237). Furthermore, the review of signs will be done through the Site Development Permit or Minor Site Development Permit process, thus eliminating the need for multiple types of review processes for signs. Ancillary text amendments are required to make the Zoning Ordinance internally consistent as a result of any of the changes proposed.

Attachment A of this report includes the ~~strikeout (deletion)~~ and underline (addition) changes to the Zoning Ordinance as proposed by staff.

Discussion

Integration and consolidation

Integrating the sign ordinance within the zoning code eliminates redundancy for enforcement provisions, variance provisions and also creates a "one-stop" location for similar development proposals without having to refer between different chapters of the Zoning Title.

Presently, the sign ordinance includes separate sections for “Enforcement”, “Appeals”, “Penalty Provisions”, and “Interpretations”. These separate sections are proposed for elimination with the “zoning” appropriate and commensurate sections updated to refer and address signs as well. Definitions for signs are to be included within the zoning definitions.

By combining and integrating these sections, the sign ordinance becomes more cohesive, better organized and easier to understand. It also lends itself to easier maintenance of the sign and zoning ordinances in the future, when other amendments are considered.

Reformatting of text

As with the previous zoning text amendment efforts, this amendment proposes to update the organizational format of the code by changing the subheadings and numerical listings. Tables are included where organizing information into rows and columns are beneficial to the user.

Definitions

Along with being integrated into general zoning definitional terms, new definitions are included for “awning” and “canopy” signs and signs along freeways.

Review of signs

Presently, the process of reviewing signs depends on the type of sign and the zoning district the sign is located. For instance a freestanding sign over six feet in height requires a Conditional Use Permit. A freestanding sign below six feet requires an Administrative Permit. A public information sign requires a Site Development Permit. A graphic panel sign requires review by the Planning Commission Subcommittee (Minor Site Development Permit) and some signs in the Hillside Overlay district require a Site Development Permit or Conditional Use Permit.

This amendment proposes to simplify the process by requiring either a Site Development Permit or Minor Site Development for signs. A sign requiring a Site Development Permit would require a public hearing with the Planning Commission (and City Council in the case of the Hillside or off-site advertising displays along interstate highways and state routes). A sign requiring a Minor Site Development Permit would require review by planning staff.

This amendment contemplates changes to Section 57, “Applications” to recognize Site Development Permits and Minor Site Development Permits as the process to review signs. Additional changes are proposed for the “Variances” section to include general findings for zoning variances and to include a process and findings for sign variances.

Off site advertising displays along interstate highways and state routes

There has been an interest by the City and private entities to erect off site advertising displays or digital billboards, also known as “changeable copy or static copy freeway signs” along Interstates 880 and 680 and State Route 237. These signs will promote economic development, expand the communication of community services and provide a source of revenue for the City. The amendments create specific criteria to ensure that the erection of such off-site advertising displays in the does not create visual clutter or create other operational impacts on surrounding uses, and to promote the public health, safety and general welfare. The provisions will be consistent with state and federal laws that govern such signs and with the accepted standards of the Outdoor Advertising Association of America.

Review Process

Two sign vendors were chosen by the City through a competitive selection process. As required by the proposed sign ordinance amendment, each sign vendor shall enter into an agreement with the city regarding the location, construction, maintenance and definition of public benefit of the signs. As proposed by the sign ordinance amendment, the design of the signs shall require consideration of a Site Development Permit by the Planning Commission and the City Council. It is the intent that the signs by the two vendors are compatible in design, but not necessarily identical. The proposed ordinance outlines provisions regarding the development standards and is summarized below.

Maximum Height

The overall height of any sign shall not exceed seventy (70) feet.

Distance between other off-site advertising displays.

No off-site advertising display shall be placed within one-thousand (1,000) feet from another advertising display on the same side of any portion of the interstate.

Maximum sign area

The maximum sign area shall not exceed one-thousand, two-hundred (1,200) square feet on each side. Ancillary fixed signs or logos may be permitted on the sign's supporting structure that would not be counted towards the maximum sign area allowed.

Illumination

It is expected that the displays would use LED technology. Light intensity would be in compliance with state laws. An automatic dimming device or light sensors must be integrated into the sign and illumination must be designed to reduce glare or casting on adjacent properties.

Off site directional signs adjacent to roadways other than interstate highways and state routes

In addition to the freeway signs, the chosen sign vendors will also erect smaller directional signs along certain roadways. The concept is to direct people towards shopping centers and other retail-oriented or cultural districts. Similarly with the freeway signs, an agreement with the city will determine the location, construction, maintenance and definition of public benefit of the signs. Consistent with the process for freeway signs, a Site Development Permit is required to be reviewed by the Planning Commission and City Council. The following are the proposed development standards for off site directional signs adjacent to roadways.

Maximum height

The height of any sign shall not exceed ten (10) feet.

Location

Signs shall only be located in the right-of-way or private property placed in accordance with the approved through the City Agreement.

Maximum sign area

The maximum sign area shall not exceed twenty four (24) square feet.

Design

All signs shall have a consistent design theme and include the words “City of Milpitas” and/or City insignia.

Ancillary Changes

Making changes to the Zoning Ordinance requires internal consistency within the document. Modifications are proposed for Section 63, “Enforcement and Penalty” to integrate signs and Section 64, “Development Review Process” to recognize Minor Site Development Permits as reviews considered by planning staff.

ADOPTED PLANS AND ORDINANCES CONSISTENCY

General Plan

The table below outlines the project’s consistency with applicable General Plan Guiding Principles and Implementing Policies:

Table 1
General Plan Consistency

Policy	Consistency Finding
<i>2.a-I-3 Encourage economic pursuits which will strengthen and promote development through stability and balance.</i>	Consistent. The proposed ordinance promotes and balances economic development by establishing and facilitating a process that ensures quality identification.
<i>2.a-I-4 Publicize the position of Milpitas as a place to carry on compatible industrial and commercial activities with special emphasis directed toward the advantages of the City’s location to both industrial and commercial use.</i>	Consistent. The proposed ordinance allows for provisions that ensure that entity identification projects a positive quality image for Milpitas.
<i>2.a-I-7 Provide opportunities to expand employment, participate in partnerships with local business to facilitate communication, and promote business retention.</i>	Consistent. The proposed ordinance provides a streamlined review for entities wanting to identify their entity.

Zoning and Sign Ordinance

The integration of the sign provisions into the zoning ordinance provides consistency and ensures that future amendments are easily accommodated.

ENVIRONMENTAL REVIEW

The Planning Division conducted an initial environmental assessment of the project in accordance with the California Environmental Quality Act (CEQA).

Integration, reformatting and streamlining review

Staff determined that the component of the project focused on integrating, reformatting and streamlining reviews is exempt from further environmental review pursuant to Section 15061(b)(3), since the activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. It can be seen with certainty, that this text amendment project contemplating streamlining the review process and ensuring uses are compatible with the intent of the zoning district.

Off site advertising displays

Staff determined that the component of the project focused on off-site advertising displays adjacent to interstate highways and state routes is exempt pursuant to Section 15162 in that project is consistent with the findings within the prior certified Supplemental EIR (SCH#2006082087). The Supplemental EIR identified the locations of the freeway signs and their potential impacts on the environment. No new information or changes in the scope of the proposal necessitates further environmental analysis. The certified Supplemental EIR is adequate to address the freeway signs. All applicable mitigation measures identified in the Supplemental EIR will apply to future projects involving such signs have been integrated to the extent possible in the proposed ordinance. These include the size, angle, light emissions, design, noise and other operating and development factors associated with the signs.

PUBLIC COMMENT/OUTREACH

Staff publicly noticed the application in accordance with City and State Law. As of the writing of this report, staff received no comment from the public.

CONCLUSION

The proposed changes are intended to create a clear and informative code by clarifying, and eliminating inconsistencies and redundancies and integrating the sign provisions into the zoning code. In addition, the project proposes to establish a process to review off-site advertising displays and off-site directional signs and ensure their compatibility with surrounding uses.

RECOMMENDATION

STAFF RECOMMENDS that the Planning Commission close the public hearing and adopt Resolution No. 10-027, recommending approval of the proposed text amendments to the City Council.

Attachments:

- A. Exhibits showing modifications through strikeout (deletion) and underline (addition) to Zoning Ordinance.
- B. Resolution No. 10-027

RESOLUTION NO. 10-027

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MILPITAS, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE ZONING AMENDMENT NO. ZA10-0002, SIGN ORDINANCE, TO ALLOW A REQUEST TO AMEND CHAPTER 10 OF TITLE XI OF THE CITY'S MUNICIPAL CODE FOR THE PURPOSES OF 1) INTEGRATING PROVISIONS REGARDING THE PLACEMENT AND ERECTION OF SIGNS; 2) ADD PROVISIONS FOR THE ESTABLISHMENT OF OFF-SITE OUTDOOR ADVERTISING DISPLAYS ADJACENT TO INTERSTATE HIGHWAYS AND STATE ROUTES AND OTHER ROADWAYS; AND ANCILLARY CHANGES TO THE ZONING CODE TO ENSURE INTERNAL CONSISTENCY AMONGST REGULATIONS

WHEREAS, on November 6, 2006, the City Certified a Final Environmental Impact Report that addressed the impacts of off-site outdoor advertising signs along the city's freeways

WHEREAS, the Planning Division completed an environmental assessment for the project in accordance with the California Environmental Quality Act (CEQA), and recommends that the Planning Commission determine this project exempt; and

WHEREAS, on June 9, 2010, the Planning Commission held a duly noticed public hearing on the subject application, and considered evidence presented by City staff, the applicant, and other interested parties.

NOW THEREFORE, the Planning Commission of the City of Milpitas hereby finds, determines and resolves as follows:

Section 1: The recitals set forth above are true and correct and incorporated herein by reference.

Section 2: The component of the project focused on integrating, reformatting and streamlining reviews is exempt from further environmental review pursuant to Section 15061(b)(3), since the activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. It can be seen with certainty, that this text amendment project contemplating streamlining the review process and ensuring uses are compatible with the intent of the zoning district.

Staff also determined that the component of the project focused on off-site outdoor advertising displays adjacent to interstate highways and state routes is exempt pursuant to Section 15162 in that the project is consistent with the findings within the prior certified Supplemental EIR (SCH#2006082087). The Supplemental EIR identified the locations of the freeway signs and their potential impacts on the environment. No new information or changes in the scope of the proposal necessitates further environmental analysis. The certified Supplemental EIR is adequate to address the freeway signs.

Section 3: The proposed amendment is consistent with the General Plan in that:

a. The ordinance promotes and balances economic development by establishing and facilitating a process that ensures quality identification.

b. The ordinance allows for provisions that ensure that entity identification projects a positive quality image for Milpitas.

c. The ordinance provides a streamlined review for entities wanting to identify their entity.

Section 4: The proposed amendment will not adversely affect the public health, safety and welfare in that the provisions are consistent with applicable state and federal law and consider reasonable effects that signs have on the public.

Section 5: The Planning Commission of the City of Milpitas hereby recommends that the City Council approves Zoning Amendment No. ZA10-0002, Sign Ordinance, subject to the above Findings, and draft ordinance 38.788 attached hereto as Exhibit 1.

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the City of Milpitas on June 9, 2010.

Chair

TO WIT:

I HEREBY CERTIFY that the following resolution was duly adopted at a regular meeting of the Planning Commission of the City of Milpitas on June 9, 2010, and carried by the following roll call vote:

COMMISSIONER	AYES	NOES	ABSENT	ABSTAIN
Cliff Williams				
Lawrence Ciardella				
Sudhir Mandal				
Gurdev Sandhu				
Steve Tao				
Noella Tabladillo				
Mark Tiernan				

COMMISSIONER	AYES	NOES	ABSENT	ABSTAIN

EXHIBIT 1

REGULAR

NUMBER: 38.788

TITLE: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILPITAS REPEALING TITLE XI CHAPTER 30 "SIGNS" AND AMENDING TITLE XI, CHAPTER 10 FOR THE PURPOSE OF INTEGRATING PROVISIONS REVIEWING SIGNS AND INCLUDING NEW PROVISIONS FOR OFF SITE ADVERTISING STRUCTURES

HISTORY: This Ordinance was introduced (first reading) by the City Council at its meeting of _____ upon motion by _____ and was adopted (second reading) by the City Council at its meeting of _____ upon motion by _____. The Ordinance was duly passed and ordered published in accordance with law by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Robert Livengood, Mayor

APPROVED AS TO FORM:

Michael J. Ogaz, City Attorney

RECITALS AND FINDINGS:

WHEREAS, the Planning Division completed an environmental assessment for the project in accordance with the California Environmental Quality Act (CEQA); and

WHEREAS, the Planning Commission held a duly-noticed public hearing on June 9, 2010, and heard evidence prepared by staff and comments by the public; and

WHEREAS, the City Council determines that component of this project focused on integrating, reformatting and streamlining reviews is exempt pursuant to Section 15061(b)(3) in that the General Rule states that “the activity is covered by the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” It can be seen with certainty, that this text amendment project contemplating streamlining the review process and ensuring uses are compatible with the intent of the zoning district.

The City Council also determines that the component of the project focused on off-site advertising displays adjacent to interstate highways and state routes is exempt pursuant to Section 15162 in that project is consistent with the findings within the prior certified Supplemental EIR (SCH#2006082087). The Supplemental EIR identified the locations of the freeway signs and their potential impacts on the environment. No new information or changes in the scope of the proposal necessitates further environmental analysis. The certified Supplemental EIR is adequate to address the freeway signs; and

WHEREAS, the City Council finds that the proposed amendments are consistent with the General Plan in that:

- a. The ordinance promotes and balances economic development by establishing and facilitating a process that ensures quality identification.
- b. The ordinance allows for provisions that ensure that entity identification projects a positive quality image for Milpitas.
- c. The ordinance provides a streamlined review for entities wanting to identify their entity; and

WHEREAS, the proposed amendment will not adversely affect the public health, safety and welfare in that the provisions are consistent with applicable state and federal law and consider reasonable effects that signs have on the public; and

WHEREAS, the City Council finds that with the inclusion of the amendments to the Zoning Ordinance, the document remains internally consistent.

NOW THEREFORE, the City Council of the City of Milpitas does ordain as follows:

SECTION 1. RECORD AND BASIS FOR ACTION

The City Council has duly considered the full record before it, which may include but is not limited to such things as the City staff report, testimony by staff and the public, and other materials and evidence submitted or provided to the City Council. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

SECTION 2. REPEALING OF MILPITAS MUNICIPAL CODE TITLE IX, CHAPTER 30

Title IX, Chapter 14 (“Advertising on Freeways”) of the Milpitas Municipal Code is hereby repealed and renamed “Reserved.”

SECTION 3. REPEALING OF MILPITAS MUNICIPAL CODE TITLE IX, CHAPTER 30

Title IX, Chapter 30 (“Signs”) of the Milpitas Municipal Code is hereby repealed and renamed “Reserved.”

SECTION 4. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 2.03 (“Definitions”) of the Milpitas Municipal Code is hereby amended with the addition of a new definitional entry, to be placed before the term “Cemetery,” to read as follows:

“**Candidate**” means any person, party, referendum, initiative or other ballot measure.

SECTION 5. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 2.03 (“Definitions”) of the Milpitas Municipal Code is hereby amended with the addition of a new definitional entry, to be placed before the term “Single Household Unit,” to read as follows:

Signs. For purposes of Section XI-10-24, Sign Regulations, of this Chapter, the following definitions shall apply:

1. “**Abandoned Signs**” means any sign used for advertising or other purposes where the business it advertised or the use or event it supported has ceased operation for or occurred more than ninety (90) days prior to the sign’s posting.
2. “**Abate**” means to repair, replace, remove, destroy or otherwise remedy the condition in violation of this Chapter.
3. “**A-Frame Sign**” means and include a sign that is portable, is capable of standing without support or attachment, and folds open in the form of an “A” or “sandwich-board”.
4. “**Ancillary services sign**” means a sign displaying ancillary services such as smog services, lotto, or that represent trade affiliations, such as credit card services, or other similar services and not for the purpose of displaying products being sold.
5. “**Approved Plastics**” means those materials specified in the U.B.C. Standard No. 52-1 which have a flamespread rating of 225 or less and a smoke density not greater than that obtained from the burning of untreated wood under similar conditions when tested in accordance with U.B.C. Standard No. 42-1 in the way intended for use. The products of combustion shall be no more toxic than the burning of untreated wood under similar conditions.
6. “**Architectural Sign**” means and include a sign used for advertising purposes which constitutes an integral part of a roof or marquee and is designed with an intent and purpose to relate to the architectural style of the main building.
7. “**Area Identification Sign**” means and include a permanent sign which serves to identify an area.

8. **“Awning sign”** means any sign or graphic attached to, painted on or applied to an awning or canopy.
9. **“Balloon Sign”** means and include any large [over three (3) cubic feet in size] inflatable hot/cold air or helium balloon that is used as an advertising device for any business or promotional event.
10. **“Banner Sign”** means and include a temporary sign composed of lightweight, flexible, non-rigid material either enclosed or not enclosed in a rigid frame.
11. **“Blade Sign”** means a pedestrian oriented sign, adjacent to a pedestrian walkway or sidewalk, attached to a building wall, marquee, awning or arcade with the exposed face of the sign in a plane that is perpendicular to the plane of the building wall.
12. **“Building Perimeter”** means the total exterior wall length for any and all buildings intended for human occupancy, as measured at the ground elevation. No second story or subsequent upper story areas shall be considered as a part of this calculation.
13. **“Canopy Sign”** See awning sign.
14. **“City Identification Sign”** means and include a sign placed at the point of entry to the City of Milpitas for the purpose of informing a person that they are entering the City of Milpitas.
15. **“Construction Sign”** means and include a sign placed on the property where site work, building construction and/or a tenant improvement within an existing building is in progress. The sign may denote that a business will be opening soon, the opening date, names of the architect, engineer, contractor, future business and lending agency.
16. **“Directional Sign”** means a sign which guides and directs motorists to a specified destination in the most direct manner possible.
17. **“Display Surface”** means the area made available by the sign structure of building surface for the purpose of displaying the advertising message.
18. **“Electric Sign”** means any sign containing electrical wiring, but not including signs illuminated by an exterior light source.
19. **“Erect”** means to build, construct, attach, hang, place, suspend or affix.
20. **“Exposed raceway”** means an enclosure or conduit that is used to conceal wiring for a lighted sign and is visible from any elevation, typically located between the sign and the building to which the sign is attached.
21. **“Flag”** means a visual device with no commercial copy, usually rectangular in shape and made of a cloth material suspended by, or attached to, a pole or post and may be raised or lowered.
22. **“Flag sign”** means a visual display device with commercial copy, usually rectangular in shape and made of a cloth material suspended by, or attached to, a post or pole and may be raised and lowered.

23. **“Freestanding Sign”** means a sign which is supported by one or more uprights, poles, or braces in or upon the ground, or partially supported and attached to any building, other structure or foundation on the ground.
24. **“Garage Sale Sign”** means a sign used primarily for the purpose of advertising a “garage sale” and/or “yard sale” at a residence.
25. **“Grand Opening Sign”** means and include banners, pennants, flags, balloons, and similar advertising devices when used only for bona fide grand-opening functions, new ownership, name change or the reopening of a business that has completely closed for remodeling for at least two weeks.
26. **Graphic Panel, Freestanding.** Freestanding graphic panel means a freestanding sign located within five (5) feet of the main building wall, which relates to the architecture of the building and depends primarily on a graphic image for delivering its advertising message. Graphic panels do not count as freestanding signs. The display area on graphic panels counts towards overall sign area.
28. **“Impact Resistive Plastic”** means any plastic material capable of resisting fifty (50) foot pounds of force as tested in accordance with ANSI/UL 972 Multiple Impact Test or any similar test procedure.
29. **“Information Sign”** means and include signs providing courtesy information or direction to the public without advertising the business products or services such as hours, entrance, exit, self-serve, credit cards, restrooms, telephone drive-up, or which serves to direct motorist and pedestrians on private property.
30. **“Joint Use Sign”** means and include a freestanding sign for a commercial district under multiple ownerships where freestanding signs for each parcel for which signage is desired is infeasible. The commercial district shall be characterized by close proximity of the businesses and small parcel size. A common parking field and common vehicular circulation are encouraged.
31. **"Logo"** means a trademark or symbol of an organization which is registered with the federal or State government and consistently used in conducting the business activities of said organization.
32. **“Marquee”** means a permanent roofed structure, attached to, and support by the building and projecting beyond the main building.
33. **“Multi-use Structures”** means any commercial, industrial, quasi-public, or agricultural farm products sales use, containing five (5) or more stores or businesses on a single parcel of land.
34. **"Mural"** means a display or illustration painted on a building or wall within a public view not intended to advertise a product, service or business, and therefore is not considered a sign.
35. **"Mural sign"** means a display or illustration painted on a building or wall intended to advertise a product, service or business.
36. **“Noncombustible Material”** means any material which will not ignite at, or below a temperature of one thousand two hundred (1,200) degrees during an exposure of five (5) minutes, and which will not continue to burn or glow at that temperature. Tests shall be made as specified in U.B.C. Standard No. 4-1.

37. **“Nonstructural Trim”** means the molding, battens, capping, nailing strips, latticing, cutout, or letters and walkways which are attached to the sign structure.
38. **“Off-site Advertising Display”** means any sign that advertises or informs about a business organization, event, goods, products, services or uses not available on the property upon which the sign is located.

The term Off-site Advertising Sign does not include Joint Use Sign, Temporary Tract Advertising Signs for subdivisions under construction in the City, Open House Directional Signs, Garage Sale Signs, Off-site Public Information Signs, off-site directional signs for purposes of identifying regional shopping centers, and Temporary Tract Advertising Signs.

39. **“Off-site Directional Sign”** means any sign that provides direction to retail, community and cultural events not available on the property upon which the sign is located.

The term Off-site Directional Sign does not include Garage Sale Signs, Joint Use Signs, Official City or City-sponsored signs, Off-site Directional Signs identifying regional shopping centers, Off-site Public Information Signs, Open House Directional Signs, and Temporary Tract Advertising Signs.

39. **“Off-site Public Information Sign”** means a sign that is placed proximate to a major city entry on privately owned property that is used to provide non-advertising information and/or identification symbols or plaques to the public for civic organizations, service clubs or other quasi-public uses and is erected within the public right-of-way.
40. **“Open House Directional Sign”** means a sign, no larger than six (6) square feet in sign area per side, used primarily for the purpose of directing traffic to a house being offered for sale or lease.
41. **“Other Advertising Structure”** means any device erected or used for the same purpose as a sign, whether erected or used:
- a. Exclusively for advertising purposes, upon which any poster bill, printing, painting device or other advertisement or identification of any kind whatsoever may be placed, posted, painted, fastened or affixed.
 - b. Exclusively for advertising purposes and including any spectacle, display or advertising statuary.
41. **“Permanent Sign”** means every sign except temporary sign as defined herein.
42. **“Political Sign”** means a sign which is designated to influence the action of the voters, and election or defeat of a candidate for the nomination or election to any public office or a measure appearing on the ballot at any national, state, district or local election.
43. **“Portable”** means an object that is capable of being borne or carried, easily transported, or conveyed without difficulty.
44. **“Portable Sign”** means and include a sign that is portable and capable of being borne or carried, easily transported, or conveyed without difficulty, is capable of standing without support or attachment, is unattached to any structure, and is used for advertising purposes.

45. **“Projection”** means the distance by which a sign extends over public property or beyond the building line.
46. **“Projecting Sign”** means a sign other than a wall sign which projects from and is supported by a wall of a building or structure.
47. **“Public Information Sign”** means a sign erected for the sole purpose of displaying advertising for community activities and/or identification symbols or plaques for civic organizations or service clubs.
48. **“Public Street Frontage”** means a publicly owned street immediately adjacent to the parcel, for purposes of sign area and height calculations. Public streets for which the parcel does not have access rights are not included for purposes of any sign calculations.
49. **Raceway.** See "exposed raceway."
50. **“Regional Shopping Center”** means any commercial development on one (1) or more parcels of land which are contiguous or across from a right-of-way which contains a gross land area of at least thirty (30) acres or a gross building area of at least 200,000 square feet. Current regional shopping centers are McCarthy Ranch Marketplace, the Town Center shopping center, and the Great Mall and its out-parcels zoned General Commercial.
51. **“Roof Sign”** means a sign erected upon or above a roof or a part of a parapet of a building or structure.
52. **“Scoreboard Sign”** means a sign located on scoreboard structures located in an adult or youth outdoor playing field on public property and shall be for products or businesses available to persons of all ages.
53. **“Shopping Center”** means any commercial development containing five (5) or more stores or businesses on one (1) or more parcels of land operating as an integrated use and having a gross parcel area of five (5) or more acres.
54. **“Shopping Center Identification Sign”** means a sign located on the site of a shopping center or regional shopping center that states the name of the shopping center or regional shopping center.
55. **“Sign”** means every announcement, declaration, demonstration, display, illustration insignia, surface or space when erected or maintained out of doors in view of the general public for identification, advertisement or promotion of the interests of any person.
56. **“Sign Area”** means the area of a sign to be calculated that includes all lettering, wording, and accompanying designs or symbols, together with any background of a different material or color than the remainder of the wall of the building to which is affixed or upon which it is painted. In the case of a freestanding sign, the supports or uprights on which any sign is supported should not be included in determining the sign area unless such supports or uprights are designed in a manner as to form an integral background of the sign.

Where the sign consists of individual letters or symbols, the area shall be considered to be that of the smallest rectangle, circle, square, or triangle which can be drawn to encompass all of the letters.

Provided however, that where such individual type letters or symbols are separated more than thirty-six (36) inches from each other, those letters or symbols shall be calculated separately.

If the sign has more than one (1) advertising surface, the sum of all the areas of all such surfaces shall be the area of the advertising surface of such sign except that, if two (2) surfaces on the same face in opposite directions (i.e., the relative angles between the directions they face is 180 degrees) and the distance between such two (2) surfaces is not more than twenty-four (24) inches, then the area of only one of the two surfaces (the largest if they are not equal) shall be included in the computation.

57. **“Sign Program”** means a specific set of design standards established for the purpose of unifying a variety of signs associated with a multitenant or multiuse project, building or complex of buildings.
58. **“Sign Surface”** means the surface of the sign upon, against or through which the message is displayed or illustrated.
59. **“Snipe sign”** means temporary or portable signs advertising events that are fastened to fences, trees, utility poles or other structures or fixtures and also including signs on sticks stuck in the ground and usually found off-site. These do not include real estate, political or open house signs.
60. **“Statuary Sign”** means statuary used for advertising purposes or representing the logo of a business.
61. **“Temporary Sign”** means any sign, banner, flag, valance, pennant, streamer, whirligig or advertising display, constructed of cloth, canvas, fabric, cardboard, plywood or other light material with or without a frame, whether attached or portable, and designed or intended to be displayed for a short period of time.
62. **“Temporary Promotional Sign”** means any temporary Balloon Signs, banners, and similar advertising devices when used only for special promotional events.
63. **“Temporary Tract Advertising Sign”** means a uniformly designed sign which advertises a residential development.
64. **“Vehicle-Mounted Sign”** means a sign, used for the purpose of advertising, larger than three (3) feet by three (3) feet mounted on, attached to or capable of being borne or carried, easily transported or conveyed without difficulty by a vehicle, where that vehicle is parked on public or private property. This definition does not include signs on delivery vehicles in the act of making a delivery or signs on vehicles parked on residential driveways or public streets.
65. **“Wall Sign”** means any sign painted on, attached to or erected against the wall of a building or structure.
66. **“Window Sign”** means any sign painted, attached, glued or otherwise affixed to the interior or exterior surfaces of a window or suspended or located within three (3) feet of the window for the primary purpose of being visible from the exterior of the building.

SECTION 6. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 2.03 (“Definitions”) of the Milpitas Municipal Code is hereby amended with the addition of a new definitional entry, to be placed before the term “,” to read as follows:

SECTION 7. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 2.03 (“Definitions”) of the Milpitas Municipal Code is hereby amended with the addition of a new definitional entry, to be placed before the term “Usable Open Space,” to read as follows:

“Unreasonable Period of Time” means not less than thirty (30) calendar days following notification by the City to the owner/occupant pursuant to this chapter that the property is in violation of this Chapter. The City Manager, upon a finding that the violation in question constitutes a threat to the health and safety of any person may designate a time period of thirty (30) calendar days or less upon notice to the owner/occupant to abate the nuisance. Prior notice shall not be required for summary abatement pursuant to this chapter.

SECTION 8. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 24 (“Signs”) is hereby added to the Milpitas Municipal Code to read in its entirety as follows:

SECTION 24 SIGNS

- 24.01 Purpose and Intent
- 24.02 Administration
- 24.03 General Regulations
- 24.04 Signs Subject to Review
- 24.05 Special Regulations
- 24.06 Exempt Signs

24.01 Purpose and Intent.

The purpose and intent of this section is to provide for regulation of all signs which are publicly displayed in the City of Milpitas. It is recommended that the safety of pedestrians and vehicles, protection against fire, and the enhancement of the outward appearance of the community are important factors in the general welfare of the people, and that accordingly reasonable control of such signs by ordinances is in the public interest.

24.02 Administration

A. Relationship to Other Applicable Documents including Local and State Regulations. In addition to the provisions discussed in this chapter, there are other City and State regulations that may also apply depending on the specific sign and/or its location. These other regulations include, but are not limited to, the State Highway Code, Business and Professions Code, and Civil Code, and any applicable specific plan. The applicable specific plan may include additional sign standards and regulations beyond those of this chapter. If the specific plan is silent regarding certain sign standards, the regulations of this chapter shall prevail. Uniform Building and National Electrical Codes may also apply, when Building and Electrical Permits are required.

The provisions of this Chapter are in addition to other requirements of the ordinances of the City of Milpitas and Milpitas Municipal Code imposed upon signs including, but not limited to, the requirements of the following (and amendment thereto):

Ordinance No.	Chapter	Title	Common Name
65	I	II	Building Ordinance

B. Sign Violations. Violations of this section shall be subject to the provisions of Section XI-10-63, Enforcement, of this Chapter.

C. Clarification of Ambiguities/Interpretations. If ambiguity arises within the meaning and intent of this chapter, or if ambiguity exists with respect to any standards, requirements or enforcement as set forth herein, the ambiguity shall be resolved in accordance with Section 61, Interpretations, of this chapter.

24.03 General Regulations

A. Purpose and Intent. The purpose of these general regulations is to define the parameters for design, size, height and location of signs. The requirements related to the number, design type and size of signs outlined in this chapter are intended to be maximum standards which do not necessarily ensure compatibility with building architecture, the neighborhood and the community appearance. Consideration shall be given to the sign’s relationship to the overall appearance of the subject property and surrounding area.

B. Maximum Permissible Sign Area. The following prescribes the maximum permissible sign area for projects located within the city. Please refer to Section XI-10.24.04, Special Regulations, of this chapter for unique circumstances such as shopping centers, regional shopping centers, town center district, sign programs and off site advertising displays.

1. **Maximum Sign Area in Non-Residential Zones.** The maximum permissible total sign area for commercial, industrial, mixed use, institutional and agricultural zoning districts will conform to the following standard:

a. The total aggregate area of all signs permitted on any building site or property shall not exceed one (1) square foot of sign for each two (2) lineal feet of building perimeter on the subject parcel or not exceed two (2) square feet of sign for each one (1) lineal foot of public street frontage, at the applicant’s discretion.

i. For buildings or uses containing more than one (1) business, the allowable sign area as defined in Section (1) above shall be:

(1) Distributed to each business proportionately to the floor area of the subject business to the total floor area for all leasable structures on the parcel or site; or

(2) Distributed to each business proportionately to the building façade of the subject business by one (1) square feet of sign area per one (1) lineal feet of adjacent building façade oriented towards a property line of a site or common parking area.

2. **Maximum Sign Area in Residential Zones.** Sign area in Residential Zones shall comply with the following requirements:
 - a. **Single Family Residential Zones:** Permanent signs erected for the purpose of announcements or nameplates shall not exceed one (1) square foot.

Exception: House numbers, street names and warning signs pursuant to Section XI-10-24.06, of this Chapter.
 - b. **Multiple Family Residential Districts:** Permanent signs erected for permitted uses shall not exceed ten (10) square feet.
 - c. **Conditional Uses in any Residential Zone** shall be allowed sign area not exceeding one (1) square foot of sign area for each three (3) lineal feet of public street frontage, provided, however, that this sign area shall not, in any case, exceed a maximum of either thirty-two (32) square feet for Valley Floor Residential Zones or twenty-four (24) square feet in the designated Hillside Overlay.
3. **Limitations on Public Street Frontage.** Public street frontage with non-access rights or no immediate direct access, such as flood control channels, but excluding landscaped planter areas, shall not be included in computing public street frontage for purposes of sign area calculations. Refer to Section XI-10-24.05(D), Regional Shopping Centers, of this Chapter for additional information relating to regional shopping centers unless permitted pursuant to a sign program.
4. **Sign area deducted from total per sign.** Any square footage of a sign shall be deducted from the total maximum permissible sign area allowed for the site, unless otherwise specified or exempted in this Chapter.

C. Design Guidelines. In considering the appropriateness of the design proposed for any sign as provided in this Section, the following criteria shall be utilized by the Planning Commission, Planning Commission Subcommittee and Planning staff:

1. **Appropriateness of sign.** The following factors shall be considered in the review of the design of each proposed sign:
 - a. The relationship of the sign to the space on the building where the sign is to be located.
 - b. Relationship of the location of the sign to all facades of all buildings on the site.
 - c. Compatibility of materials, architecture, design, and continuity with other signs on the building.
 - d. Illumination of the sign as it relates to other signs on the subject building, other light sources, competition and interference of light sources and intrusion of light into residential areas.
 - e. Visibility and legibility (letter height and legibility, contrast-background relationship, placement and location).
 - f. Impact on other immediate signs in terms of visibility, legibility, and scale.

- g. Traffic conditions, including but not limited to, traffic safety and circulation, visibility, road width, curb cuts, or driveway indentations, median, proximity of major intersections, signals or stops, average traveling speed or any other natural physical obstruction.
- h. The proximity of the sign to residential districts.
- i. Relationship of the height of the sign to the height of the building at that location.
- j. Quantity of other signs in the vicinity of the subject sign on or off of the subject parcel.
- k. Impact on visibility of other signs in the vicinity of the subject sign.
- l. Other such factors that the discretionary decision-making body and/or Planning staff shall determine as relating to the impact of the sign to the general environment.

D. Specific Design Guidelines. Each proposed sign shall be reviewed for conformity to the following criteria:

- 1. The sign shall relate to the architectural design of the building. An attractive scale between the sign, the building and the immediate surrounding buildings and signs shall be maintained.
- 2. Signs should be an integral part of the design of the storefronts of mixed-use buildings.
- 3. To the extent feasible, a sign shall be graphic with design emphasis on simplicity, style, trademark, business identification and symbol. Wording shall be an integral part of the overall design.
- 4. Signage shall not obstruct pedestrian circulation.
- 5. While bilingual signs are allowed, the size of English lettering should be at least equal to the size of letters of another language.
- 6. The business name and address shall be displayed on the tenant space if located in a multi-tenant building or on the building or property for a single occupant building.
- 7. Lighting
 - a. All light sources shall be adequately diffused or shielded.
 - b. Bare lighting sources, such as neon, bare fluorescent tubes, incandescent bulbs, light emitting diodes (LED) and similar devices are not permitted except pursuant to Site Development Permit approval, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter.
- 8. Construction
 - a. The sign's supporting structure shall be as small in density and as simple as is structurally safe.
 - b. Sign letters and materials should be professionally designed and fabricated.

- c. Multiple signing on a single-faced building shall be reviewed for coordination of all signs architecturally and aesthetically.
- d. Exposed transformers are prohibited.
- e. Exposed conduit and tubing must be mitigated so that they are inconspicuous.

9. Materials

- a. Sign faces should be constructed of non-brittle, non-yellowing Polycarbonate material or superior.
- b. Signs should be constructed using high-quality materials such as metal, plastic, stone and wood.
- c. Impact Resistive Plastic
 - i. Impact Resistive Plastic shall be used on all internally illuminated signs utilizing plastic sign faces.
 - ii. Whenever a plastic internally illuminated sign face, advertising copy or message becomes damaged and is to be replaced; said sign face shall be replaced with a sign face constructed of impact resistive plastic, as defined herein.
- d. Signs in the Hillside (-H) Overlay District.
 - i. Any sign over one (1) square foot in area shall be constructed of either wood or masonry materials. Incised lettering or individual letters, numbers, symbols, etc., of a metallic material mounted on said wood or masonry structure is permitted. Furthermore, all such lettering may only be illuminated by external or indirect means.

E. Prohibited Signs and Elements of Signs. The following signs, or signs which contain the following elements, are prohibited:

- 1. Abandoned Signs. Abandoned Signs shall be removed within 90 days after the business the sign advertised has ceased as follows: Removal shall involve elimination of all sign copy. In addition, if the sign was mounted on a building, the building facade shall be restored to its original state to the best extent possible.
- 2. A-Frame Signs. Any A-Frame Sign with the exception of public service signs and open house directional signs.
- 3. Blinking, Flashing Lights. Any sign having blinking, flashing or fluttering lights, or any other illuminating device which has a changing light intensity, brightness or color.
 - a. Exceptions: The following signs may be allowed with blinking, flashing elements when:
 - i. Approved pursuant to Section XI-10-24.05(G), Off Site Advertising Displays Adjacent to Interstate Highways and State Routes, of this Chapter; or

- ii. Approved pursuant to a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this Chapter.
- 4. Off-Site Advertising Displays. Any sign as regulated by Section XI-10-24.03(F), Prohibited Off-Site Advertising Signs, of this Chapter.
- 5. On Public Property. Any sign located on public property as regulated by Section XI-10-24.03(G), Advertising on Public Property, of this Chapter.
- 6. Other Advertising Structure as defined in Section XI-10-2.03, Definitions, of this Chapter.
- 7. Portable Signs.
 - a. Exceptions: Public service signs and open house directional signs.
- 8. Privately-owned signs resembling Traffic Signs. Any privately-owned sign resembling any public directional sign or traffic control device.
- 9. Reflective Signs. Any sign using colors that contain reflective properties.
- 10. Rotating or Moving Signs. Any sign which revolves, rotates, moves in any manner or creates the illusion of movement or rotation, or has any visible moving, revolving or rotating surfaces or parts, is held and/or moved by a human being or animal.
- 11. Roof Sign or Signs Extending Above Roof Ridge. Any Roof Sign or sign, which is placed on, above or attached to any building roof (above the gutter line); above or on top of any marquee; or on, above, made a part of or attached to any parapet.
- 12. Signs that are a Traffic Hazard. Any sign, which creates traffic hazard to operators of motor vehicles or any sign, which obstructs or interferes with a motorist's vision.
- 13. Sound or Odor Emitting Signs. Any sign designed for emitting sound, odor or visible matter.
- 14. Statuary Signs. Statuary when used for advertising purposes.
- 15. Temporary Signs.
 - a. Exceptions: Construction signs, Garage Sale signs, Grand-Opening signs, Open House Directional signs, Temporary Promotional and Temporary Tract Advertising Signs.
- 16. Vehicle-Mounted Signs. Vehicle-Mounted Signs where the vehicle is:
 - a. Not legally registered;
 - b. Not operable;
 - c. Not parked within the confines of a striped parking space approved by the City of Milpitas, a residential driveway or residential street; or
 - d. Parked within the confines of a striped parking space approved by the City of Milpitas or a city street for more than 72-hours.

F. Prohibited Off-site Advertising Displays. All signs shall be erected only upon the site occupied by the persons or business sought to be identified or advertised by such signs. It is the intent of this limitation to prohibit the use of exterior signs for the general advertisement of products, services or other matters having no relation to the site upon which they are placed. Signs shall not extend over street or other rights-of-way except as provided for elsewhere in this Chapter.

1. Exceptions: The following types of off site advertising displays are exempted from this section:
 - a. Off site advertising displays adjacent to interstate highways and state routes. Refer to Section XI-10-24.05(G), of this Chapter.
 - b. Garage Sale Signs. Refer to Section XI-10-24.04(E), of this Chapter.
 - c. Joint Use Signs. Refer to Section XI-10-24.04(C), of this Chapter.
 - d. Official City or City-sponsored signs. Refer to Section XI-10-24.04(C), of this Chapter.
 - e. Off-site directional signs adjacent to roadways other than interstate highways and state routes. Refer to Section XI-10-24.05(I), of this Chapter.
 - f. Off-site Directional Signs identifying regional shopping centers. Refer to Section XI-10-24.05(D), of this Chapter.
 - h. Off-site Public Information Signs. Refer to Section XI-10-24.04(C), of this Chapter
 - i. Open House Directional Signs. Refer to Section XI-10-24.04(E), of this Chapter.
 - j. Temporary Tract Advertising Signs, for subdivisions under construction in the City. Refer to Section XI-10-24.04(E), of this Chapter.

G. Illegal Signs on Public Property or in Public Right of Way

1. Prohibition. No merchandise shall be displayed and no person shall mark, post, paste, paint, print, nail, tack, or otherwise fasten or leave a card, banner, handbill, sign, sticker, poster, or advertisement or notice of any kind or cause the same to be done, on any real or personal property including, but not limited to any street, curb, sidewalk, alley, billboard, fence post, tree, pole, hydrant, bridge, real property or personal property or other structure within the corporate limits of the City of Milpitas, except as may be required by law.
2. Violation. Any violation of the above named items erected upon public property in violation of the provisions hereof may be removed and destroyed summarily by any City officer or employee. Signs so confiscated may be redeemed within ten (10) days on payment by the owner of costs of removal. The minimum charge for removal of any sign shall be Ten Dollars (\$10.00) per sign. Any sign not claimed within ten (10) days of removal shall become the property of the City.
3. Exceptions. Provided further, freestanding open house directional signs and garage sale signs may be placed within the public right-of-way pursuant to Section XI-10-24.04(E), Temporary Signs, of this chapter.

24.04 Signs Subject to Review

A. Purpose and Intent. The purpose of this section is to identify the specific sign standards relating to sign type, sign size, number of signs, height of signs, location of signs, general provisions and the reviews required for permanent and temporary signs.

B. Review and Approval

1. Site Development Permit or Minor Site Development Permit. A proposed sign may require Minor Site Development Permit and/or Site Development Permit in accordance with this Chapter. Review requirements for a Minor Site Development Permit and a Site Development Permit are included in Section XI-10.57.03, Site Development Permits and Minor Site Development Permits, of this chapter.
2. Permitted signs may be erected or painted upon posts, poles, buildings or structures subject to compliance with the following provisions:
 - a. Hillside (-H) Overlay District and designated historical or cultural resource buildings or sites. The City Council, upon recommendation by the Planning Commission, shall be empowered to approve, conditionally approve or deny any Site Development Permit for any sign(s) proposed in the Hillside district, subject to the provisions of Section XI-10-45.09, Site and Architectural Approval, of this chapter, and for any signs proposed on designated historical or cultural resource buildings or sites, subject to the provisions of Section XI-4-10.00, Permit Procedure, of this Title.
 - b. Sign Program. The Planning Commission shall be empowered to approve, conditionally approve or deny a Site Development Permit application for a sign program(s) pursuant to Section XI-10-24.05(F), Sign Programs, of this Chapter.
 - c. Freestanding signs exceeding six (6) feet. The Planning Commission shall be empowered to approve, conditionally approve or deny freestanding signs exceeding six (6) feet in height, under the provisions of the Site Development Permit.
 - d. Planning Division staff shall be empowered to approve, conditionally approve or deny the following signs, under the provisions of Section XI-10-57.03 with a Minor Site Development Permit, of this chapter:
 - i. Signs which conform to an approved sign program.
 - ii. Signs which replace previously approved building signs, provided sign type, size and location are unchanged, on sites which are not in the Hillside (-H) Overlay District or on designated historical or cultural resource buildings or sites.
 - iii. New building signs for single-tenant structures.
 - iv. Freestanding signs up to six (6) feet in height, as measured from the closest public sidewalk or curb, on sites which are not in the Hillside (-H) Overlay District or on designated historical or cultural resource buildings or sites.

C. Permanent Signs.

1. General Notes. The following general notes shall apply to all signs listed in the following matrix, unless otherwise indicated:
 - a. All signs listed, unless exempted will count towards the total allowable sign area for a site.
 - b. Table XI-10-24.04-1, Matrix of Permanent Sign Types, includes the maximum number signs permitted, maximum size, maximum height, permits required. Special considerations by

sign type are included in Section XI-10-24.04(D), Standards for Specific types of Permanent Signs, of this Chapter.

- c. All signs listed in Table XI-10-24.04-1 shall require a Minor Site Development Permit in addition to any discretionary review required per specific sign type.
- d. Except as expressly permitted or authorized in this section or deemed similar by the Planning Commission to those signs permitted or authorized pursuant to Section 61, Interpretations, of this chapter, all other signs are prohibited within the City.

**Table XI-10-24.04-1
Matrix of Permanent Sign Types**

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
Ancillary Service Signs			None	Minor Site Development Permit
Architectural Sign				Minor Site Development Permit
Area Identification Sign		Residential: 25 sq. ft. Commercial/ Industrial: 60 sq. ft.		Minor Site Development Permit
Blade Sign	One per elevation of each tenant space.		15 ft. above walkway surface.	Minor Site Development Permit
City Identification Sign.				Minor Site Development Permit & Site Development Permit
Flag Signs	1 per site or building	40 sq. ft. per flag sign		Minor Site Development Permit
Freestanding Sign	1 per each parcel's public street frontage, 1 additional sign for sites with more than 300 ft. of public street frontage		25 ft. max Non-Residential: 1 foot of height for every 8	Signs 6 ft. or less in height: Minor Site Development Permit Signs over 6 ft. in height: Site

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
			lineal feet of public street frontage. For any second sign, only the lineal feet in excess of 300 shall be used to determine height. Residential: 1 foot of height for every 25 lineal feet of public street frontage Hillside (-H) overlay: 4 ft.	Development Permit Hillside (-H) overlay: Site Development Permit
Graphic Panel Sign				Minor Site Development Permit
Joint Use Sign	See Freestanding sign.			
Menu Board Sign for Drive Through	2 per site		6 ft.	Site Development Permit
Off-site Public Information Sign Citywide program	Determined through the Site			Site Development

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
Quasi-public use	Development Permit			Permit Minor Site Development Permit
Project Identification Sign (Permanent subdivision/ apartment complex (5 or more units)/mobile home park)	See Freestanding sign.			
Projecting Sign	One per business.	Sixteen (16) sq. ft. per side unless increased pursuant to an approval of a Site Development Permit.		Minor Site Development Permit
Public Information Sign				The location, design and size of the sign will be determined through the approval of a Site Development Permit.
Scoreboard Sign		Shall not exceed thirty percent (30%) of the total scoreboard area		The Planning Commission may after notice and hearing, permit advertising signs to be located on the scoreboard subject to a Site Development Permit.
Shopping Center Identification Sign	See Section XI-10-24.05(C)			Site Development Permit
Wall Sign				Minor Site

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
				Development Permit
Window Sign		Window Signs shall not exceed twenty-five percent (25%) of the contiguous window area.		None

D. Standards for Specific Types of Permanent Signs.

1. Ancillary Service Signs

- a. Must be affixed to building, wall, or window.
- b. Shall be smaller in scale to the tenant signs.
- c. Will not count towards sign area allocated to the site.

2. Architectural Signs

- a. Shall constitute an integral part of a roof or marquee.
- b. Minimum clearance of ten (10) feet from the ground.

3. Area Identification Signs

- a. The materials utilized for sign construction and sign support shall not require extensive maintenance or upkeep.

4. Blade Signs.

- a. The sign shall provide a minimum of eight (8) feet of clearance above the walkway surface below.
- b. Shall be pedestrian oriented only.
- c. The blade sign may project a maximum of four (4) feet from the wall of a building.
- d. Signs shall not be internally illuminated.
- e. Will not count towards sign area allocated to the site.

5. City Identification Signs

- a. Permanent City identification signs erected on private property do not count toward the maximum sign area limits, nor the maximum number of freestanding signs allowed on a site.

6. Flag Signs

- a. Will not count towards sign area allocated to site.

7. Freestanding Signs

- a. Height is measured from grade level of the closest public sidewalk, curb or public street, or in the case of the Hillside (-H) overlay district, from a warped plane parallel to the natural grade.
- b. Shopping center: Tenants may advertise on any freestanding sign allocated to the center.
- c. Landscaped planter. Freestanding signs shall be erected in on-site landscaped planter areas and maintained in a neat and healthy manner in perpetuity with vegetation that is appropriate to the site. The planter area shall extend a minimum of three (3) feet from the base of the sign.
- d. Number of sign panels. A freestanding sign may consist of more than one (1) sign panel provided that all such sign panels are consolidated into one common integrated sign structure.

8. Graphic Panel Signs

- a. Shall be located within five (5) feet of the main building wall.
- b. Graphic panels do not count as freestanding signs. The display area on graphic panels counts towards overall sign area.

9. Joint Use Signs.

- a. Shall be approved pursuant to a Sign Program by the Planning Commission.
- b. Shall only be approved for a commercial district under multiple ownerships, where freestanding signs for each parcel for which signage is desired, is infeasible.
- c. The commercial district shall be characterized by close proximity of the businesses and small parcel size. A common parking field and common vehicular circulation are strongly encouraged.

10. Menu Board Sign for Drive Through.

- a. Menu board and speakers shall be oriented away from residential uses and from public right-of-way.
- b. Will not count towards sign area allotted to the site.

11. Off-site Public Information Signs.

- a. Citywide program. May be permitted pursuant to a Site Development Permit when said signs are located proximate to a major entry to the City and on privately-owned property.
- b. Quasi-public use.

- i. A quasi-public use may request up to two (2) signs to be located by the City within the public right-of-way.
- ii. These signs shall only include the name of the use in letters not exceeding four (4) inches in height and an arrow specifying the appropriate direction.
- iii. Requests for such signs shall be made in writing by an authorized representative of the use and shall include the general location desired for said signs.
- iv. The City Manager, or his or her designee, shall determine the precise location and sign design based on good traffic engineering practice, and shall provide for erection of the signs.

12. Projecting Signs.

- a. Clearance. Projecting signs shall have a clearance of eight (8) feet above the ground and fourteen (14) feet above a driveway, alley, or other vehicular access way.
- b. Location. Projecting signs shall only be located on the middle one-third of the front wall of a building. This requirement may be modified by means of an approval of a Site Development Permit.
- c. Projection Limit. Projecting signs shall not extend from the front wall to which they are attached more than five (5) feet unless modified by an approval of a Site Development Permit.
- d. No such sign shall project into a public right-of-way.

13. Public Information Signs.

- a. Public information signs shall be located at a prominent entry to the City of Milpitas or a significant location in the City where it will be visible to large numbers of citizens.

14. Scoreboard Signs.

- a. Scoreboard signs may be located on scoreboard structures located in an adult or youth outdoor playing field on public property.
- b. Shall be for products or businesses available to persons of all ages.

15. Shopping Center Identification Signs.

- a. Shopping Center Identification Sign [see Section XI-10-24.05(D), Regional Shopping Centers], of this Chapter.

16. Wall Signs.

- a. The area of wall signs shall be determined by Section XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter.
- b. The exposed face of a wall sign shall be installed in a plane parallel to the plane of the wall.

17. Window Signs.

- a. One “open/closed” sign may be placed without counting towards sign area allowed for the business or site.

E. Temporary Signs

- 1. General Notes. The following general notes shall apply to all signs listed in the following matrix, unless otherwise indicated:
 - a. All signs listed, unless noted will not count towards the total allowable sign area for a site.
 - b. Table XI-10-24.04-2, Matrix of Temporary Sign Types, includes the maximum number signs permitted, maximum size, maximum height, permits required. Special considerations by sign type are included in Section XI-10-24.04(F), Standards for Specific types of Temporary Signs, of this Chapter.
 - c. All signs listed in Table XI-10-24.04-1 shall require a Minor Site Development Permit in addition to any discretionary review required per specific sign type unless specified otherwise.
 - d. Except as expressly permitted or authorized in this section or deemed similar by the Planning Commission to those signs permitted or authorized pursuant to Section 61, Interpretations, of this chapter, all other signs are prohibited within the City.

**Table XI-10-24.04-2
Matrix of Temporary Sign Types**

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Duration	Reviews Required
Balloon Sign	1 per event		50 ft. above grade	Up to 4 times per calendar year. Maximum 30 days per event, 15 days for subsequent displays during year. Minimum 30 days between display occurrences.	Minor Site Development Permit
Banner Sign	1 per elevation	60 sq. ft.		Max 30 consecutive days	Minor Site Development

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Duration	Reviews Required
				for 1 st event; max 15 consecutive days for subsequent event Displays shall be interrupted by 30 days. Max 4 permits per calendar year If associated with a remodel, the interruption period may be waived.	Permit
Construction Sign	2 per street frontage For tenant improvements: 2 max	32 sq. ft.	6 ft. when freestanding	After issuance of building permit and removed upon approval of final occupancy	Minor Site Development Permit Site Development Permit if over 6 ft. in height.
Garage Sale Sign	2 per garage sale per intersection	6 sq. ft. per side		Saturdays, Sundays and holidays only	None
Grand Opening Sign	1 per elevation	60 sq. ft.		30 days	Minor Sign Permit
Open House Directional Sign	2 per advertised house per intersection	6 sq. ft. per side		Saturdays, Sundays and holidays only	None
Political Signs		32 sq. ft.	6 ft. from grade		

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Duration	Reviews Required
Temporary Tract Advertising Sign	Major Signs: 6 Minor Signs: 6 Additional signs may be allowed through the Major Sign Permit process, in accordance with Section XI-10-24.04(F)(8)	Major Sign: 32 sq. ft. Minor Sign: 16 sq. ft.	Major Sign: 12 ft. Minor Sign: 6 ft.		Minor Sign Permit & Major Sign Permit for freestanding signs over 6 ft.
Temporary Use Sign	1 per street frontage	32 sq. ft.	8 ft.	To be erected only during the temporary use and taken down upon completion of temporary use.	Minor Site Development Permit & Major Site Development Permit for freestanding signs over 6 ft.

F. Standards for Specific Types of Temporary Signs.

1. Balloon Sign. A balloon sign shall be allowed pursuant to the provisions of a temporary promotional sign for the following:
 - a. Community-wide events (an event that either promotes and/or benefits the entire City and has been approved through the Special Events and Activities process in Section XI-10-13.11(G), of this chapter (such as Art and Wine Festival, Harvest Festival and the like) or when the City has authorized a public street closure for an event).
 - b. Grand openings (when first opened or after significant remodeling) for a business.
 - c. Promotional events for individual businesses or group of businesses on a parcel.
Balloon signs shall be subject to the following regulations:
 - i. For community wide events, the balloon may be installed after five o'clock p.m. the day preceding the event, and must be removed prior to ten o'clock a.m. the day after the event.

- ii. One sign may be attached to the balloon to identify the name of the shopping center, business, activity or event.
 - iii. No other smaller balloons shall be attached to the balloon or its supporting or secure lines.
 - iv. The balloon shall be securely mounted to the ground or a roof.
 - v. The balloon shall not move by any other means than normal wind current.
 - vi. These regulations do not apply to balloons used in residential areas for noncommercial purposes.
2. **Banner Sign.**
- a. A banner sign shall be securely attached flush to a building and located on the premise of the business or use it advertises.
 - b. The banner sign may be wrapped around a permitted permanent freestanding sign or wall sign when used to announce a change of business name. This banner would be allowed in addition to any other banner for the business.
3. **Construction Sign. Construction signs:**
- a. May indicate the opening date, architect, engineer, contractor, future business or lending agency.
 - b. Shall only be placed on the site of work under construction with a valid building permit.
4. **Garage Sale Sign. Garage sale signs:**
- b. Shall not be placed within the vehicular or pedestrian traveled portion of the public right-of-way, except as allowed under (c) below.
 - c. May be placed within the public right-of-way in the following manner:
 - i. First, in the unpaved, park-strip area between the face of the curb and the public sidewalk, however, only in the intersection area between the end of the curb return and that point along the curb-line that is fifteen (15) feet distant from the end of the curb return.
 - ii. If no such park-strip, or other paved or unpaved area in the public right-of-way exists for the alternative placement of the sign so as to minimize intrusion upon the four feet minimum handicap accessible pathway, then said sign may be placed on the sidewalk as above within the public right-of-way, provided that the width of the pedestrian and handicap accessible pathway shall not be reduced by the sign placement to less than four feet.
 - d. Shall not be placed:
 - i. In any curb return.
 - ii. In any bus or light rail stop zone.

- iii. Within two (2) feet of any driveway or curb-cut access ramp.
 - iv. Between light rail tracks and curb.
 - v. Adjacent to or within four (4) feet of any disabled parking zone.
 - vi. On any median strip.
 - vii. If over three feet tall within a “Line of Sight Triangle” which shall mean a triangle of land formed by two intersecting streets, where two sides of the triangle consist of the curb-lines of the intersecting streets and the third side of the triangle is a straight line drawn between points on each curb-line located forty-five (45) feet from the intersection where the prolongation of the curb-lines meet.
- e. Shall not be attached in any manner to any other structure, such as trees, lampposts, streetlights, utility poles, utility cabinets, street or traffic signs, benches, hydrants and mailboxes if said sign is placed in the public right-of-way.
 - f. Said signs shall only be allowed on Saturdays, Sundays and holidays.
5. Grand Opening Sign. Grand-opening signs:
- a. Are permitted when used for bona-fide grand-opening functions after a business’ initial occupancy, new ownership, name change or the reopening of a business that completely closed for remodeling for at least two weeks.
 - c. Shall only be displayed at the business for which the grand opening will occur.
6. Open House Directional Signs. See “Garage Sale Signs” for standards.
7. Political Signs.
- a. Intent. Political signs are a necessary part of our political life before an election. After the election is over, political signs become litter, create a health and safety problem and encourage blight. It is the purpose of these regulations to provide for their prompt removal after election.
 - b. Regulations. Except as otherwise authorized in this Section, political signs and persons posting political signs shall meet the following requirements:
 - i. Scope of Regulations. Nothing contained in this Chapter shall be construed to regulate the content of any political sign.
 - ii. Exemption for Political Signs. Political signs shall not be included in the maximum sign area permitted for any site or use.
 - iii. Notification Procedures. Any person or group erecting political signs as defined in Section XI-10-2.03 of this Chapter, shall provide the Milpitas City Clerk a notice in writing, either by registered mail or in person, including the name, address and telephone number of the person or group responsible for erecting or removing the political sign.

The notice shall be provided prior to erecting any political signs.

- iv. Removal. The responsibility for removal shall be that of the person or group identified in the notice given pursuant to subsection XI-10-24.04(F)(7)(b)(iii) above, of this Chapter. All political signs shall be removed within fifteen (15) days following the election or elections to which the political sign pertains. Any political sign that is not removed within this time period is declared a public nuisance. No notice need be given by the City to that person or group to remove said sign. If the responsible person or group fails to remove any political sign, the owner of the land shall be responsible for its removal provided the owner shall be given fifteen (15) days' prior notice in writing by the City to remove said sign. Notice hereunder shall be given personally or by certified mail addressed to the owner of the land as shown on the last equalized assessment roll of the County of Santa Clara. In the exercise of the remedies provided by law or by this Chapter, City shall not be required to proceed against the property owner before proceeding against the person or group nor shall it be required to proceed against the person or group as a condition to proceeding against the landowner.
- v. Allowable Locations. Political signs shall be permitted in any zoning district on private property without permit provided that they shall conform to all the provisions of this Chapter.
 - i. In residential zoning districts, no such sign shall project above the height or from the sides of the dwelling or block access to or from any door or window and every such sign shall be placed in a manner to secure it from being blown or falling down. (ii) No political sign shall be erected on trees, fence posts, or public utility poles or located within any public right-of-way. No political sign erected on private property shall be placed within the traffic safety visibility area at the intersection of any street.
 - ii. No political sign shall be erected in such a manner that will, or reasonably may be expected to, interfere with, obstruct, confuse or mislead traffic. No political sign shall be erected in a manner that will interfere with pedestrians so as to constitute a hazardous condition. No political sign shall be erected which has less horizontal or vertical clearance from any public utility lines than is prescribed by the State of California, or rules and regulations duly promulgated by agencies thereof.
- c. Remedies. Without limitation to the remedies authorized by law or by this Chapter for the enforcement of this Chapter, City may exercise one or more of the following remedies which shall be cumulative to all other remedies:
 - i. Enter on vacant property and abate the nuisance.
 - ii. Enter on occupied property with the consent of the owner and occupant thereof and abate the nuisance.
 - iii. After sending each candidate or landowner a 15-day prior notice, the City may remove any sign in violation of this Section and shall charge a fee of \$25.00 per sign for the reasonable cost of abatement. The \$25.00 fee shall also be assessed against the candidate for all signs removed by City staff which are installed or posted contrary to the provisions set forth in subsection XI-10-24.04(F)(7)(b)(v) above. The City shall demand payment for the cost of abatement from the candidate or the owner of land or both and institute

legal proceedings for the collection thereof.

- iv. Abate the nuisance and impose a charge therefore on the land pursuant to the provisions of Chapter 2, Title II of the Milpitas Municipal Code.
- v. Institute a civil action for abatement of the nuisance.
- vi. Institute a criminal proceeding against candidate or landowner, or both, for violation of the provisions of this Chapter.
- vii. Abated Sign Materials. Materials from signs abated under this Chapter shall be disposed of as rubbish by the official abating said signs.

8. Temporary Tract Advertising Sign.

- a. **Additional Number of Signs Allowed.** The Planning Commission in its discretion may grant additional Major and Minor signs with the approval of a Site Development Permit, upon the following condition:
 - i. Granting additional signs will not be contrary to or materially detrimental to public interest and welfare.
- b. **Restrictions.** The “major signs” shall:
 - i. Not be closer than one hundred fifty (150) feet from any residential building.
 - ii. Not be closer than one hundred (100) feet from any existing and authorized sign or billboard.
- c. **Removal of Temporary Tract Signs.** No sign permit for a temporary tract sign shall be issued unless and until the applicant therefore has signed an agreement that upon cessation of the use under the permit, the sign involved will promptly be removed within fifteen (15) days after the expiration of the permit. Said agreement shall be accompanied by a refundable cash deposit of fifty (\$50) dollars per sign, which deposit may be used to defray the costs of the sign removal in the event the permit holder defaults upon the agreement, as aforesaid. If necessary, the City’s agents may, after five (5) days’ written notice to the original applicant and to the property owner of record, enter private property to remove such signs which shall then become the property of the City.

G. Nonconforming Signs and Signs for Nonconforming Uses

- 1. **Signs for Nonconforming Uses.** Signs for nonconforming uses and businesses may be permitted subject to the following:
 - a. All signs shall require the review and approval of the Planning Commission under the provisions of a Conditional Use Permit, pursuant to Section XI-10-57.04 and a Site Development Permit, pursuant to Section XI-10-57.03, respectively of this chapter.
 - b. The total sign area allowed for any nonconforming use or parcel of land shall be calculated as specified in subsection XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter

but in no event shall the total sign area exceed sixty (60) square feet.

- c. The maximum height for any freestanding sign shall not exceed ten (10) feet.
- d. Any approved signs shall be removed once the nonconforming use ceases operation in accordance with the Nonconforming regulations, of this chapter.

2. Nonconforming Signs

- a. Notwithstanding any other provision of this Chapter:
 - i. All signs presently existing and not in conformity with the provisions of this Chapter shall conform to the provisions of this Chapter.
 - ii. Any sign which shall become nonconforming because of an amendment to this Chapter shall be made to conform to the provisions of this Chapter as amended or be removed no later than ten (10) years from the date of said amendment.
 - iii. Without limitation to any other provision of this Chapter or any other provision of the Milpitas Municipal Code, a nonconforming sign shall not be added to or enlarged unless such sign, including such addition and enlargement, is made to conform to all of the regulations applicable to said sign at the time of said addition or enlargement. Repairs and alterations may be made to a nonconforming sign provided that any structural alteration (other than those required by law) shall not be made unless such sign, including such alteration, is made to conform to all the regulations applicable to said sign at the time of said addition or enlargement. Replacement of the face of a sign shall not be considered to be a structural alteration. No nonconforming sign shall be moved in whole or in part to any other location on the parcel of its location unless said sign is made to conform to all of the regulations applicable to said sign at the time of said moving.
- b. Maintenance of Signs. Nothing herein contained shall be construed to vary the provisions of this Chapter relating to the maintenance of signs in good condition. It is the intent of this Chapter that nonconforming signs shall be maintained in good condition until amortized by the provisions of this section. Signs which are not maintained in good condition (whether conforming or nonconforming) shall be subject to abatement in accordance with the other provisions of this Chapter and this section shall not be construed to be a bar thereto.

24.05 SPECIAL REGULATIONS

- A. Purpose and Intent.** The purpose of this section is to establish requirements for unique settings that require special provisions.
- B. Applicability.** The following regulations pertain to signage requirements in special districts, and take precedence over other regulations in this Chapter, unless otherwise specified.
- C. Shopping Centers.** For shopping centers, the Planning Commission may permit the following, subject to approval of a Sign Program in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter:
1. One (1) double-faced freestanding shopping center identification sign, which may advertise its principle tenants.
 - a. Maximum sign area. Three hundred (300) square feet on any one face.
 - b. Maximum height. Forty-five (45) feet.
 2. The shopping center identification sign may be in addition to those signs allowed under the provisions of Table XI-10-24.04-1, Matrix of Permanent Signs, of this Chapter. Furthermore, the sign area on the shopping center identification sign shall be in addition to the total sign area allowed under the provisions of Section XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter. Refer to Section XI-10-24.05(D), Regional Shopping Centers, of this Chapter for additional information relating to regional shopping centers.

D. Regional Shopping Centers

1. Regional Shopping Centers less than one (1) million square feet. For regional shopping centers, the Planning Commission may permit the following, subject to approval of a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
 - a. An increase to the maximum site sign area not more than twenty-five percent (25%) greater than that otherwise allowed in this Chapter.
 - b. An increase to the maximum shopping center identification sign area allowing up to four hundred fifty (450) square feet of sign area on such sign on any one face.
 - c. An increase to the maximum height of shopping center identification sign allowing up to a sixty (60) foot height.
 - d. On-site directional sign(s). The request shall indicate the proposed number, locations and design of the proposed on-site directional signs.
 - e. One (1) off-site sign, for the purpose of identifying a regional shopping center. The request shall indicate the proposed location and design of the proposed directional sign, along with any agreement with private property owners for erection of such sign.

Prior to the installation of any off-site sign within the public right-of-way, the sign applicant must obtain an encroachment permit from the Public Works Department. As a part of the Site Development Permit, the Public Works Director or his or her designee, shall recommend any

necessary modifications of the proposed location and sign design to assure traffic safety is maintained.

2. Regional Shopping Centers with one (1) million square feet or larger.
 - a. For regional shopping centers encompassing at least one (1) million square feet of building area, the following apply: Where private streets delineate separate parcels within the shopping center, a parcel's private street frontage may be used instead of its public street frontage (or applicable building perimeter formula), for purposes of calculating sign area, but not for purposes of determining number of on-site freestanding signs, unless a parcel has no public street frontage.
 - b. The Planning Commission may permit the following, subject to the approval of a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
 - b. Two (2) off-site signs for the purpose of identifying a regional shopping center. The request shall indicate the proposed location and design of the proposed directional sign, along with any agreement with private property owners for erection of such sign.

Prior to the installation of any off-site sign within the public right-of-way, the sign applicant must obtain an encroachment permit from the Public Works Department. As a part of the Sign Program, the Public Works Director or his or her designee, shall recommend any necessary modifications of the proposed location and sign design to assure traffic safety is maintained.

- c. Graphic panel(s) (freestanding).
 - d. For major tenants (those with a minimum 40,000 square feet of leasable floor area), signs that move or have the illusion of movement.
- E. Town Center District.** One freestanding sign shall be allowed within each subarea of the "Town Center District," with the exception of the main Town Center shopping area which shall be allowed three (3) freestanding signs. No signs shall exceed a height of forty-five (45) feet. The subareas shall be identified as follows:
1. Beresford Square.
 2. Shapell Office Building.
 3. Main Town Center shopping area, east of Milpitas Boulevard to Hillview Drive.
 4. Hotel and offices east of Berryessa Creek.

F. Sign Programs

1. Purpose and Intent. The purpose of this section is to establish a procedure to ensure coordination of the design of new signs concurrent with the design of the project. The intent is to improve the architecture, streetscape, signs and overall aesthetics of the site. A Sign Program provides a clear understanding of what the standards are for new and existing signs on the site. A Sign Program will also provide for consistent and streamlined review, approval and administration of existing and new signs for the site. A Sign Program requires a Site

Development Permit, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter.

2. Applicability. A Sign Program shall be required for the following:
 - a. Any new retail, office or industrial complex:
 - i. On four (4) or more acres; or
 - ii. With a gross floor area of 40,000 square feet or larger; or
 - iii. With a multi-tenant building; or
 - iv. With a building more than two (2) stories high
 - b. A new automobile dealership
 - c. At the owner's request, a Sign Program may be reviewed by the Planning Commission for the following:
 - i. Any existing retail, office or industrial complex; or
 - ii. With a multi-tenant building; or
 - iii. With an automobile dealership; or
 - iv. With a building more than two (2) stories high.
 - d. For any sign having blinking, flashing or fluttering lights, or any other illuminating device which has a changing light intensity, brightness or color, subject to the following:
 - i. Video or similar displays shall be internally facing towards the property as not to project images or light towards neighboring properties. The display shall only advertise on-site businesses.

G. Off-Site Advertising Displays Adjacent to Interstate Highways and State Routes

1. **Purpose and Intent.** The purpose of this section is to establish both a procedure for the review and approval of permit applications for off-site advertising displays adjacent to interstate highways and state routes and specific development criteria for such off-site advertising displays to ensure that the erection of such off-site advertising displays in the City does not create visual clutter or create other operational impacts on surrounding uses, and to promote the public health, safety and general welfare. It is the intent of this section to promote the co-existence of off-site advertising displays within the City, to coordinate the locations of such off-site advertising displays, and to regulate the number, type, size, and other physical characteristics of such off-site advertising displays in order to minimize the visual impact of such displays.
2. **Applicability.** Notwithstanding any other provision of the Code, off-site advertising displays, including digital billboards, shall be allowed along the Interstates and State Routes rights-of-way, on any size parcel, whether public or private property.

3. Required Review.

- a. The operator of the off-site advertising display adjacent to an interstate highway or state route shall enter into a development agreement, lease agreement, contract, license or other accord ("City Agreement") with the City, whereby the operator provides performance, one time fee, or ongoing revenue provisions that allow the City to undertake projects, programs, or other activities for the benefit of the City that offset or mitigate the impacts of the proposed advertising displays.
- b. In addition, the approval of off-site advertising displays adjacent to interstate highways and state routes shall be regulated through a Site Development Permit pursuant to Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this Chapter. The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit approval authority, based upon the objective criteria set forth herein for off-site advertising displays. Site Development Permit review shall ensure that the erection of off-site advertising displays does not create visual clutter or other operational impacts on surrounding uses, with the intent of promoting the co-existence of off-site advertising displays and coordinating their locations, while regulating the type, location, size, number of such off-site advertising displays in accordance with the criteria set forth in this chapter.

4. Review Process. The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit and City Agreement approval authority, subject to the requirements set forth below.

5. Minimum Standards. All off-site advertising displays permitted under this provision shall be subject to the following minimum standards and regulations:

- a. Consistency with State and Federal Law. In addition to the other requirements set forth herein, the off-site advertising display shall comply with the requirements of the Outdoor Advertising Act and Regulations, California Business and Professions Code Secs. 5200 et seq., and other state and federal statutes. To the extent of any conflict between the provisions of this Section and state and federal law, state and federal law shall prevail.
- b. Maximum height. The overall height of the sign shall not exceed seventy (70) feet.
- c. Reserved.
- d. Distance between other off-site advertising displays. No off-site advertising display shall be placed within one-thousand (1,000) feet from another advertising display on the same side of any portion of the interstate.
- e. Maximum sign area. The maximum sign area shall not exceed one-thousand, two-hundred (1,200) square feet on each side. Ancillary fixed signs or logos may be permitted on the sign's supporting structure, which will not count towards the maximum sign area.
- f. Angle to freeway. To the extent possible, the off-site advertising display shall be located and oriented in a manner that avoids or minimizes the direct exposure of the display to view from adjacent or nearby residential or hotel uses.
- g. Illumination standards.

- i. Light intensity. The intensity of each lighting element or lamp in the message center portion of the off-site advertising structure shall not impair the vision of travelers on any adjacent freeway. Illumination shall be considered vision impairing when its brilliance exceeds the values set forth in section 21466 of the California Vehicle Code, or any successor statute or California Department of Transportation regulations.
 - ii. Recessed illumination. With respect to a static display, the actual lamps/light sources shall be recessed back into the cabinet or enclosure so that no part of the lamp/light source protrudes out past the face of the display so that the angle of the light towards the freeway might be altered. Signs may be internally or externally illuminated.
 - iii. Automatic dimming device. Dimming circuitry shall be incorporated in the electronic portion of the off-site advertising display automatically dimming the off-site advertising display to reduce halo effects and glare as ambient light conditions change.
 - iv. Illumination orientation. The off-site advertising display shall aim, focus and shield any illumination sufficiently to prevent glare or overcast of illumination into adjacent residential or hotel vantage points.
- h. Landscaped Planters. The off-site advertising display shall be located within a landscaped planter to be maintained by the operator of the off-site advertising display.
 - i. Noise reduction. The off-site advertising display shall incorporate noise reduction and attenuation remedies sufficient to limit any exterior intermittent noise level effects at the nearest residential and hotel uses (intensity and frequency) in accordance with the standards of the City's General Plan.
 - j. Any off-site advertising display shall include the words "City of Milpitas" and/or the City insignia somewhere on the structure.
 - k. Digital Billboard (changeable copy signs) Limitations.
 - i. Digital billboards shall contain static messages only, and shall not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination or flashing or scintillating light.
 - ii. Minimum display time. In compliance with State standards, each message on the sign must be displayed for a minimum of four (4) seconds.
 - iii. Notwithstanding anything to the contrary in the Code, digital billboards shall not operate at brightness levels of more than 0.3 foot candles above ambient light, as measured using a foot candle meter at a pre-set distance consistent with acceptable practices.
 - l. Permission of Property Owner. No person shall erect, construct or maintain any off-site advertising display upon any property or building without the consent of the property owner, person entitled to possession of the property or building, if any, or their authorized representatives. To the extent the applicant is not the owner of the real property on which the proposed off-site advertising display will be located, the applicant shall, at the time of application, provide documentation of the consent of the real property owner(s) to the

application and agree to indemnify the City against any and all claims from the real property owner(s) concerning the processing of the permit application and, should approval occur, the approval of the permit application.

6. Required Findings. In order to grant a Site Development Permit for the proposed off-site advertising display, the Planning Commission and the City Council must determine that the following objective requirements have been met:

- a. The proposed off-site advertising display will not create a hazard to vehicular or pedestrian traffic, and measures have been taken to reduce potential impacts upon the existing visual character of the site and its surroundings.
- b. All advertising on the off-site advertising display will conform with the Outdoor Advertising Act in the California Business and Professions Code and other applicable state and federal rules and regulations.
- c. The development of the off-site advertising display will result in a public benefit to the City outweighing any adverse impacts that might be caused by the advertising display.
- d. The development of the off-site advertising display will promote economic development within the City.
- e. The design, including lighting, scale, size and materials, of the off-site advertising display is consistent with the intent of the design criteria of the off-site advertising display provisions.
- f. The development and location of the proposed off-site advertising display is consistent with the goals of the Milpitas General Plan.

H. Advertisements Near Freeways

- 1. Outdoor Advertising Structures Prohibited.** With the exception of Off-site Advertising Displays, no billboard, advertising sign or display shall be placed, constructed or maintained on property adjacent to any landscaped freeway within the City of Milpitas if the advertising thereon is designed to be viewed primarily by persons traveling along such landscaped freeway or any section thereof, or if such billboard, advertising sign or display is located within 500 feet of the outer limits of such landscaped freeway, or if such billboard, advertising sign or display, because of its location, size, nature or type, constitutes or tends to constitute a hazard to the safe and efficient operation of vehicles upon the landscaped freeway, or creates a condition which endangers the safety of persons or property thereon.
- 2. Removal of Illegal Advertising Structures.** Any billboard, advertising sign or display which is now, thereafter shall be, in violation of the provisions of this ordinance shall be removed within one (1) year from the effective date hereof, or within one (1) year from the date when the project for the landscaping of a freeway or any section thereof shall have been completed or accepted, and the character of said sections shall have been changed from a freeway to a landscaped freeway, whichever is later.
- 3. Exceptions.** The provisions of this section shall not apply to any advertising structure or sign if the advertising, displayed thereon is used exclusively:
 - a. To advertise the sale or lease of the property upon which such advertising display is placed.

- b. To designate the name of the owner or occupant of the premises upon which such advertising display is placed, or to identify such premises.
- c. To advertise goods manufactured or produced, or services rendered on the property upon which such advertising display is placed.

I. Off-Site Directional Signs adjacent to roadways other than Interstate Highways and State Routes

- 1. Purpose and Intent.** The purpose of this section is to establish both a procedure for the review and approval of permit applications for off-site directional signs adjacent to roadways other than interstate highways and state routes and specific development criteria for such outdoor signs to ensure that the erection of such signs in the City does not create visual clutter or create other operational impacts on surrounding uses, and to promote the public health, safety and general welfare. It is the intent of this section to promote the co-existence of such signs within the City, to coordinate the locations of such signs, and to regulate the number, type, size, and other physical characteristics of such signs in order to minimize the visual impact of such signs.
- 2. Applicability.** Notwithstanding any other provision of the Code, off-site directional signs, shall be allowed along certain roadway rights-of-way, on any size parcel, whether public or private property subject to subsection 3 below.
 - a. Exceptions. The following signs are exempted from this section:
 - i. Garage Sale Signs. Refer to Section 30-3.05(E)(4), of this Chapter.
 - ii. Joint Use Signs. Refer to Section 30-3.05(C)(6), of this Chapter.
 - iii. Official City or City-sponsored signs. Refer to Section 30-3.05(C)(3), of this Chapter.
 - iv. Off-site Directional Signs identifying regional shopping centers. Refer to Section 30-4.04, of this Chapter.
 - v. Off-site Public Information Signs. Refer to Section 30-3.05(C)(8), of this Chapter
 - vi. Open House Directional Signs. Refer to Section 30-3.05(E)(6), of this Chapter.
 - vii. Temporary Tract Advertising Signs, for subdivisions under construction in the City. Refer to Section 30-3.05(E)(8), of this Chapter.
- 3. Review Required.**
 1. The operator of the off-site directional sign shall enter into a development agreement, lease agreement, contract, license or other accord (“City Agreement”) with the City, whereby the operator provides performance, one time fee, or ongoing revenue provisions that allow the City to undertake projects, programs, or other activities for the benefit of the City that offset or mitigate the impacts of proposed directional signs.
 2. The approval of the off-site directional sign shall be regulated through a Site Development Permit pursuant to Section XI-10.57.03, Site Development Permits and Minor Site Development Permits, of this chapter. The Planning Commission shall make recommendations to the City Council, which shall have the final Site Development Permit approval authority, based upon the objective criteria set forth herein for off-site directional signs. Site Development Permit review shall ensure that the erection of off-site directional signs does not create visual clutter or other operational impacts on surrounding uses, with the intent of promoting co-existence of off-site directional signs and coordinating their locations, while regulating the type, location, size, number of such off-site directional signs in accordance with the criteria set forth in this chapter.

- 4. Review Process.** The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit and City Agreement approval authority, subject to the requirements set forth below.
- 5. Minimum Standards.** All off-site directional signs permitted under this provision shall be subject to the following minimum standards and regulations:

 - a. Maximum height. The height of any sign shall not exceed ten (10) feet.
 - b. Location. Signs shall only be located in the City’s right-of-way placed in accordance with the approved through the City Agreement.
 - c. Maximum sign area. The maximum sign area shall not exceed twenty four (24) square feet.
 - d. Design. All signs shall have a consistent design theme.
 - e. The sign shall include the words “City of Milpitas” and/or City insignia.
- 6. Required Findings.** In order to grant a Site Development Permit for the proposed off-site directional signs, the Planning Commission and the City Council must determine that the following objective requirements have been met:

 - a. That the proposed off site directional sign will not create a hazard to vehicular or pedestrian traffic, and measures have been taken to reduce potential impacts upon the existing visual character of the site and its surroundings.
 - b. That the development of the off-site directional sign will result in a public benefit to the City outweighing any adverse impacts that might be caused by the outdoor advertising display.
 - c. That the development of the off site sign will promote economic development within the City.
 - d. The design, including lighting, scale, size and materials, of the off site directional sign is consistent with the intent of the design criteria of the off-site outdoor advertising display provisions.
 - e. That the development and location of the proposed off site directional sign is consistent with the goals of the Milpitas General Plan.

24.06 Exempt Signs.

A. A Minor Site Development Permit shall not be required for the following types of signs:

1. Bus shelter/transit signs. Signs installed in Santa Clara Valley Transit Authority or other transit authority bus shelters or facilities.
2. Civic event signs. Civic and/or City sponsored events signs on City property.
3. Traffic or other municipal signs, legal notices, railroad crossings signs, danger and emergency signs.
4. Repainting or cleaning (or changing of the advertising copy thereon) of an advertising structure shall not be considered an erection or alteration which requires a sign permit unless a structural change is made.
5. Memorial sign or tablets erected by recognized historical agencies, or names of buildings and date of erection when cut into masonry surface or when constructed of bronze or other incombustible letters and affixed flat against the wall of such building.
5. Signs regulating on-premises traffic and parking when less than twelve (12) square feet in area.
6. Window signs. Unless intended to be permanent.
7. Signs used by public utilities for the safety, welfare or convenience of the public shall be exempt from the provisions of the ordinance codified in this chapter.
8. Poles, structures or other housings intended for the purpose of flying or otherwise displaying of the United States flag, California State flag, City or County flag or flag of any similar public agency are exempt from the approval provisions of this section, except height of flag pole. The flags specified herein are exempt from all other permit requirements.
9. House numbers, name plate or identification of house occupants [provided sign does not exceed two (2) square feet maximum area], mail box identification, street names, “no-trespass” signs, and other warning signs.
10. Signs for the California State Lottery approved by the Lottery Commission for display by Lottery Game Retailers.
11. Murals or other artistic paintings on walls, provided no logos, emblems or other similar devices, sign copy or illustrations of activities associated with uses on the premises or in the vicinity are included in the mural or painting.
12. On-Site Temporary For Sale or Lease Signs, which shall:
 - a. Not exceed a maximum area of thirty-two (32) square feet per sign face;
 - b. Be limited to one (1) such sign. However, if the property has over one-hundred (100) feet of street frontage, a maximum of two (2) signs per parcel is allowed;

- c. Be constructed pursuant to an approved building permit if over six (6) feet in height;
- d. A sign over six (6) feet in height shall require approval of a Site Development Permit, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter;
- e. State that the property is for sale, lease or exchange by the owner or his or her agent and the name, address and phone number of the owner or agent and/or agency and directions;
- f. Be painted a light color;
- g. Be constructed of wood, plywood, metal or other rigid material;
- h. Not be placed on a private or public right-of-way;
- i. If advertising a tenant space, the sign shall be located on the tenant space;
- j. Not be allowed unless the property is on the market or there is a tenant space on the property that is vacant or will be vacated; and
- k. Be professionally constructed and well maintained.

13. Information Sign. An Information Sign:

- a. Shall provide courtesy information or direction to the public without advertising the business products or services such as hours, entrance, exit, self-serve, credit cards, restrooms, telephone drive-up;
- b. Or shall serve to direct motorist and pedestrians on private property;
- c. Shall not be larger than twelve (12) square feet in size; and
- d. Shall not be a traffic hazard.

14. Signs regulating the use of enumerated public facilities as provided for in Chapter 18 of Title V of the Milpitas Municipal Code.

15. Other signs similar to the above as deemed by the Planning Commission.

SECTION 9. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 57.03 (“Site Development Permits and Minor Site Development Permits”) of the Milpitas Municipal Code is hereby amended to read in its entirety as follows:

10-57.03 Site Development Permits and Minor Site Development Permits

A. Purpose and Intent. Development in areas designated by the Site and Architectural Overlay District (-S) or other development that is otherwise specified in this Chapter as requiring review is subject to either Site Development Permits or Minor Site Development Permits. The (-S) Overlay District is described in Subsection XI-10-12.05, Site and Architectural Overlay District, of this Chapter. Signs are discussed in Section XI-10-24, Signs, of this chapter. Depending on the scale of development

proposed, other review may be required, as well. The purpose of architectural review shall vary, according to the following criteria:

1. Site Development Permits. The Site Development Permit process provides for the review of physical improvements to a site which due to their scale, proximity to environmentally sensitive resource areas, or unique design features, require consideration. The Site Development Permit process is intended to encourage site and structural development which 1) respects the physical and environmental characteristics of the site, 2) ensures safe and convenient access and circulation for pedestrians and vehicles, 3) exemplifies the best professional design practices, 4) encourages individual identity for specific uses and structures, 5) encourages a distinct community or neighborhood identity, and 6) minimizes visual impacts.
2. Minor Site Development Permits. The Minor Site Development Permit process provides for the streamlined review of certain minor classes of development projects which are large enough to require consideration, but due to their scale, nature or location do not require consideration by the Planning Commission.

B. Authority.

1. Site Development Permits.
 - a. Review by Planning Commission. The Planning Commission has the authority to review Site Development Permits, subject to the concurrent review and appeal provisions of Section XI-10-64.03, Consideration of Concurrent Applications, and Section XI-10-64.05, Appeals, of this Chapter.
 - a. Review by City Council. In addition to the provisions of Section XI-10-64.03, Consideration of Concurrent Applications, and Section XI-10-64.05, Appeals, of this chapter, the City Council has the authority to review the following projects:
 - i. Projects within the Hillside (-H) Overlay District, in accordance with Section XI-10-45, "H" Hillside Combining Districts, of this Chapter.
 - ii. Any Off site advertising structures adjacent to interstate freeway and state highways, and off site advertising directional signs, in accordance with Section XI-10-24.05(G) and (H), of this chapter
2. Minor Site Development Permits. Either Planning staff or the Planning Commission Subcommittee consisting of two (2) Planning Commissioners has the authority to review Minor Site Development Permits, subject to the concurrent review and appeal provisions listed above [Section XI-10-57.07(B)(1)] and Section XI-10-57.07(C)(2), Applicability or when another Section of this Title requires such review. When the Planning Subcommittee determines that it is in the public interest for the Minor Site Development Permit application to be considered by the Planning Commission, the Planning Subcommittee shall forward the application to the Planning Commission for review in the same manner as Site Development Permits, as described in subsection XI-10-57.03(E)(1), Review Procedures, Site Development Permits, below. No public hearing is necessary for a Minor Site Development Permit when heard by the Planning Commission Subcommittee.

C. Applicability.

1. Site Development Permits. A Site Development Permit is required for:
 - a. New main buildings
 - b. New accessory buildings over 2,500 square feet
 - c. New parking lots
 - d. Roof top equipment which exceeds the height of existing roof screens, if line-of-sight drawings demonstrate that the equipment will be visible from surrounding “worst case” view points from on-site parking areas, adjacent public streets and adjacent residentially zoned property.
 - e. Additions or alterations to multi-family residential, nonresidential and mixed-use buildings that include:
 - i. Additions of 10,000 square feet or greater for non-residential and mixed-use buildings.
 - ii. Additions of 5,000 square feet or greater or ten percent (10%) of the existing building gross floor area, whichever is less, to non-residential and mixed use buildings adjacent to residential or (-MHP) Overlay Districts or uses.
 - iii. Additions 200 square feet or greater for multi-family residential buildings.
 - f. Any deletion or amendment of a previously imposed condition of approval for a Site Development Permit.
 - g. Any building color changes to designated cultural resources. Refer to Chapter 4, Cultural Resources Preservation Program, of this Title.
 - h. Certain signs, in accordance with Section XI-10-24.04, Signs Subject to Review, of this chapter.
 - i. Sign programs, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
 - j. Any Off-site Advertising Displays Adjacent to Interstate Highways and State Routes, in accordance with Section XI-10-24.05(G).
 - k. Any Off-Site Directional Signs adjacent to roadways other than Interstate Highways and State Routes, in accordance with Section XI-10-24.05(I).
2. Minor Site Development Permits.
 - a. Review by Planning Commission Subcommittee:
 - i. Any deletion or amendment of a previously imposed condition of approval for a Minor Site Development Permit approved by the Planning Commission Subcommittee.
 - ii. Review for certain alterations or additions to residential, nonresidential and mixed-use sites/buildings, as indicated in Table XI-10-57-03-1, Additions or Alterations Requiring Minor Site Development Permits. Projects that exceed the threshold for planning staff

review, as indicated in Table XI-10-57.03-1, Additions or Alterations Requiring Minor Site Development Permits.

- b. Review by Planning staff:
 - i. Certain signs, in accordance with Section XI-10-24.04, Signs Subject to Review, of this chapter.
- c. Review for certain alterations or additions to residential, nonresidential and mixed-use sites/buildings, as indicated in Table XI-10-57-03-1, Additions or Alterations Requiring Minor Site Development Permits. Please refer to Section XI-10-54, General Provisions, of this Chapter, for development standards and review procedures for types of projects not listed in Table XI-10-57.03-1.
- d. Planning Division staff may require review by the Planning Commission Subcommittee at their discretion.

**Table XI-10-57.03-1
Additions or Alterations Requiring Minor Site Development Permits.**

Project Type	Planning Commission Subcommittee	Staff review
Accessory Buildings	<p>A. Non-Residential and Mixed Use Districts:</p> <p>1. Accessory buildings up to 2,500 square feet in area, provided that the proposed structure is not adjacent to a residential or Mobile Home Park Overlay (-MHP) district or use, and provided that building height, parking, setback, yard coverage, Floor Area Ratio, landscaping, open space and other ordinance requirements are met. The following shall also apply:</p> <ul style="list-style-type: none"> a. Accessory buildings must be located on the rear half of the lot. On corner lots, the accessory building must be set back from the adjacent street as least as far as the main building. b. Accessory buildings must be of permanent construction (no modular buildings or metal buildings) with the exception of small pre- 	<p>A. Residential Only</p> <p>1. Accessory buildings in residential districts (excluding -H Combining District), provided building height, parking, setback, yard coverage and other ordinance requirements are met. The following shall also apply:</p> <ul style="list-style-type: none"> a. Accessory buildings for conditional uses in Residential R1 and R2 districts and for permitted and conditional uses in R3 and R4 districts shall comprise building materials, colors and style which complement the existing main structure. <p>2. Accessory building in residential and mixed use districts in order to accommodate a second family unit, as defined in Subsection XI-10-2.03, Definitions, of this Chapter. The development standards listed in Subsection XI-10-18.08, Second Family Unit, of this Chapter shall apply.</p>

Project Type	Planning Commission Subcommittee	Staff review
	<p>fabricated structures for chemical storage and the like, so long as such structures are adequately screened from public rights-of-way.</p> <p>c. Architecture shall match that of the existing building in terms of material, colors, style, etc.</p>	<p>B. All zones</p> <ol style="list-style-type: none"> 1. Community emergency caches as defined in Subsection XI-10-2.03, Definitions, of this Chapter are exempt. Refer to Subsection XI-10-54.08(B)(12) for performance standards.
<p>Building Additions</p>	<p>A. Non-residential and Mixed Use Districts:</p> <ol style="list-style-type: none"> 1. All non-residential and mixed use building additions for legal, conforming buildings not adjacent to residential or Mobile Home Park Overlay District or use. <ol style="list-style-type: none"> a. Size of building addition shall not exceed 10,000 square feet or ten percent (10%) of the existing building gross floor area, whichever is less. Calculation shall cumulatively count all additions or enlargements completed since June 20, 2003. b. In addition to other development standards, the following shall also apply: <ol style="list-style-type: none"> i. Architecture shall match that of existing building in terms of material, colors, style, etc. ii. The height of the addition shall not exceed the height of the adjacent portion of the existing building. <p>B. Residential Districts</p>	<ol style="list-style-type: none"> 1. Residential building additions in R1 and R2 districts. 2. Residential building additions in multi-family districts up to 200 square feet. 3. All single-family dwellings in Hillside (-H) Overlay PUDs which specifically allow for staff approval. (refer to Section XI-10-56, Non-conforming Buildings and Uses, of this Chapter regarding non-conforming buildings). In addition to other development standards, the following shall also apply: <ol style="list-style-type: none"> a. Existing front yard paving shall be brought into conformance. b. The addition shall comprise building materials, colors and style which complement the existing structure. 4. Building addition to an existing single-family dwelling in residential and mixed use zones, in order to accommodate a second family unit, as defined in Subsection XI-10-2.03, Definitions, of this Chapter. The development standards listed in Subsection XI-10-18.08, Second Family Unit, of this Chapter shall apply.

Project Type	Planning Commission Subcommittee	Staff review
	<p>1. All single-family dwellings in Hillside (-H) PUDs which are specifically conditioned not to require Planning Commission or City Council review for building additions (refer to Section XI-10-56, Non-Conforming Buildings and Uses, of this Chapter regarding non-conforming buildings). In addition to other development standards, the following shall also apply:</p> <p>a. Existing front yard paving shall be brought into conformance.</p> <p>b. The addition shall comprise building materials, colors and style which complement the existing structure.</p>	
Building Color		<p>A. Outside Hillside Combining District:</p> <p>1. Color changes for all buildings so long as the proposed colors are earth tone, muted and/or compatible with the surrounding area and development.</p> <p>2. Color changes for buildings within a PUD, if proposal complies with PUD.</p> <p>B. Within Hillside Combining District:</p> <p>1. Color changes for residences including homes within a PUD which does not specify color choices, so long as the proposed colors are earth tone, muted and compatible with the surrounding development.</p>
Equipment & Service Enclosures (Trash, recycling, equipment or storage)	<p>1. Enclosures up to 200 square feet proposed in the front half of the lot for non-residential districts.</p> <p>2. Enclosures exceeding 200 square feet in size in commercial, industrial and mixed use districts and</p>	<p>1. Enclosures up to 200 square feet in size in commercial, industrial and mixed use districts, proposed at the rear of the building or lot and where least visible from public rights-of-way.</p>

Project Type	Planning Commission Subcommittee	Staff review
	<p>enclosures for conditional uses in residential districts.</p> <p>3. Any trash enclosure adjacent to residential or Mobile Home Park Overlay (-MHP) district or use. In addition to the standards listed in Subsection, 54.16(B), Trash Enclosures, of this Chapter.</p> <p>4. Enclosures for noise-generating equipment (i.e. generators) may not be approved near Residential or Mobile Home Park (-MHP) overlay districts or uses.</p>	<p>a. Refer to Subsection XI-10-54.16(B), Trash Enclosures, of this Chapter, for standards.</p>
Exterior Lighting	<p>Additional light standards on-site, adjacent to residential development.</p>	<p>Additional light standards that complement existing development.</p> <p>Bollards with lights.</p> <p>Refer to Subsection XI-10-54.17, Lighting, of this Chapter for standards.</p>
Fences/Walls	<p>Chain link fencing</p> <p>1. Chain link fencing in commercial and industrial districts. The following standards shall apply:</p> <p>a. Fencing shall be at the rear or interior side of the site.</p> <p>b. The fencing shall consist of vinyl clad chain link with or without vinyl slats. Type of chain link fencing (i.e. deletion of vinyl clad requirement, use of slats) shall be to the discretion of the Planning Commission Subcommittee (i.e., in circumstances where the proposed fencing is to continue a line of existing chain link fencing).</p>	<p>All fence and wall materials, except chain link in commercial and industrial districts.</p> <p>Refer to Subsection XI-10-54.10, Fences and Walls, of this Chapter for standards.</p>

Project Type	Planning Commission Subcommittee	Staff review
	<p>c. Fencing material and color shall be compatible with surrounding development.</p> <p>d. Parking lot fencing/gates shall be approved by the City’s Fire Department.</p>	
Landscaping	<p>Deletion. Deletion of landscaping not otherwise required by the Milpitas Municipal Code or by condition of approval exceeding 200 square feet. Requests may include the loss of any protected trees, as defined in Title X-2.00 of the Milpitas Municipal Code, and the net reduction of on-site trees.</p>	<p>1. Replacement. Replacement planting of similar landscape materials and addition of landscaping. Landscaping shall comply with Ordinance 238 (water efficient landscape regulations). Landscaping within the –H overlay district shall comply with City Council Resolution No. 6066.</p> <p>2. Deletion. Deletion of landscaping not otherwise required by Milpitas Municipal Code or by condition of approval up to 200 square feet.</p> <p>However, in non-residential and mixed uses within residential districts (excluding –H overlay district), there shall be no net reduction in the number of on-site trees, and no loss of any protected trees, as defined in Title X-2.00 of the Milpitas Municipal Code, may be approved.</p> <p>Exemption. Deletions permitted for groundcover and shrubs to accommodate new walkways which are required for building exiting purposes or handicap accessibility.</p>
<p>Minor Exterior Building Changes, Including But Not Limited to, Doors, Entryways, Patios and Patio Covers, Walkways, ATM’s, Awnings, Loading Areas</p>	<p>A. Non-Residential and Mixed Use Districts:</p> <p>1. In non-residential and mixed use districts, minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building, with no loss of required parking:</p> <p>a. Significant decorative</p>	<p>A. Non-Residential and Mixed Use Districts:</p> <p>1. Minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building, with no loss of required parking, no net reduction in the number of on-site trees and no loss of protected trees as defined in Title X-2.00:</p>

Project Type	Planning Commission Subcommittee	Staff review
	<p>amenities within public view such as fountains, artwork or murals.</p> <p>b. Stand alone ATMs or ATM kiosks.</p> <p>c. If applicable, refer to “Landscaping” Section in this table.</p> <p>B. Hillside (-H) Combining District:</p> <p>1. Minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building.</p> <p>a. Minor changes to architectural elements which do not change the overall design of a building.</p> <p>b. Windows, window awnings and person doors which match existing or which complement the building facade.</p>	<p>a. New main entryways to the building which feature architectural projections (i.e., porticos, entryway roof covers, trellises, etc.).</p> <p>b. Windows and doors which match existing or which complement the building facade.</p> <p>c. New or expanded patios, patio covers, awnings and canopies.</p> <p>d. Landscape deletion (i.e., shrubs and groundcovers) to accommodate new walkways which are required for building exiting purposes or handicap accessibility.</p> <p>e. ATM’s proposed integrated into an exterior wall.</p> <p>f. Minor changes to architectural elements which do not change the overall design of a building.</p> <p>g. Replacement of windows with roll-up doors (and vice versa) when located toward the interior side or rear of a site.</p> <p>h. Metal canopies over equipment storage yards at the rear of commercial or industrial sites, provided they are not visible from public streets or abutting a Residential or Mobile Home Park combining district or use.</p> <p>i. New loading areas and revisions to existing loading areas.</p> <p>B. Residential Districts</p> <p>1. In all residential districts (excluding – H Combining), minor exterior building changes as described below, provided that the project</p>

Project Type	Planning Commission Subcommittee	Staff review
		<p>complements the colors, materials, and design of the building.</p> <ul style="list-style-type: none"> a. Awnings, patio covers, and gazebos which comply with height, setback, and yard coverage requirements. b. Minor changes to architectural elements which do not change the overall design of a building. c. Windows and person doors which match existing or which complement the building facade. <p>2. Minor exterior building changes for residences within Hillside Overlay District PUDs which are specifically conditioned to allow a staff approval process for alterations subsequent to initial construction of the home.</p>
Re-Roof	Change to wood shake, non tri-laminate or metal roofing material.	Change to any other roofing material, except wood shake, non tri-laminate or standing seam metal.

D. Submittal Requirements.

No building permit shall be issued for a use, and no use of any parcel shall take place, in a district which is combined with the (-S) Overlay District unless those items listed below in have been submitted to and approved by the review authority or upon appeal to the City Council. Every application for Site Development Permit shall be in proper form and shall be accompanied by plans drawn to scale indicating clearly and with full dimensions the following information if applicable:

1. Site plan -- parcel dimensions in distance.
2. Buildings and structures -- their location, size, height, colors and materials.
3. Dimensions of yards and open spaces between buildings.
4. Fences and walls -- their architectural design, location, height, colors and materials.
5. Parking spaces -- their location, number and dimensions.
6. Access -- vehicular, pedestrian and service, with points of ingress and egress and the internal circulation pattern of the parking lot area.

7. Street dedications and improvements -- existing and proposed, if any.
8. Signs -- their location, size, type of sign, types of materials and colors, and lighting method.
9. Loading or service areas -- their location and dimensions.
10. Lighting -- its architectural design, location and light patterns.
11. Landscaping -- its location, size, quantity and type of plant material.
12. Shadow studies -- drawings showing shadows of the building or structures (taken on December 22nd, between the hours of 10:00 a.m. and 2:00 p.m.).
13. Such other data as may be required under the circumstances of the case to permit the City Council, Planning Commission, Planning Commission Subcommittee, or Planning Division staff to make the required approvals.

E. Review Procedures.

1. Site Development Permit.
 - a. The Planning Commission shall hold a public hearing on said application upon such notice as is required in Section XI-10-64, Development Review Process, of this Chapter.
 - b. After conclusion of the hearing, the Planning Commission may approve the application, approve it subject to such conditions as the Planning Commission may impose, or disapprove the application.

For applications requiring City Council approval, the Planning Commission shall forward their recommendation to the City Council.

- i. The Planning Commission may impose such conditions as it deems necessary to protect the best interests of the surrounding property, of the neighborhood, and as it deems in conformity with the requirements of the General Plan.
2. Minor Site Development Permit.
 - a. Review by Planning Commission Subcommittee. . The Planning Commission Subcommittee shall indicate by action minutes whether the proposed site plan for a project shall be approved, approved with modifications and/or conditions, or denied.
 - i. Planning Commission Subcommittee may require review by the Planning Commission at their discretion.
 - ii. If the Planning Commission Subcommittee members disagree on a decision for a project, then the project will be placed on the agenda for Planning Commission review, with no additional fees required.
 - b. Review by Planning Division. The Planning Division staff shall make investigations as necessary to determine whether or not the proposed project conforms or may be conditioned to conform fully to the intent of the Zoning and Sign Ordinances.

If the project does not comply, a notice of corrections shall be prepared and returned to the applicant. If the applicant resubmits for review and the project still does not comply with the required regulations or is not in accordance with the approved conditions of approval, the Planning Division shall deny the application.

F. Required Findings.

1. General Findings (except signs). Approval may be granted by the Planning Commission or the City Council if all of the following findings are made, based on evidence in the public record:
 - a. The layout of the site and design of the proposed buildings, structures and landscaping are compatible and aesthetically harmonious with adjacent and surrounding development.
 - b. The project is consistent with the Milpitas Zoning Ordinance.
 - c. The project is consistent with the Milpitas General Plan.
 - d. In the case of a project located within a Specific Plan, the following additional finding shall be made:
 - i. The project is consistent with the Specific Plan.
2. Signs. Approval may be granted by the Planning Commission or the City Council if all of the following findings are made, based on evidence in the public record:
 - a. All elements of the sign, including design, lighting, scale, length and materials, is consistent with the intent of the General Plan, the Sign Ordinance and any applicable Specific Plan;
 - b. The design, scale and materials of the sign harmonize with the architectural design and details of the building or site it serves;
 - c. The design and scale of the sign is appropriate to the distance from which the sign is normally viewed;
 - d. The design and materials of the sign provide a contrast between the background and letters;
 - e. If a freestanding sign is included in the sign application, the design, scale or location of the building dictates the use of freestanding signs, rather than building-mounted signs;
 - f. For Sign Programs, in addition to the findings for signs, the following additional findings shall be made, based on evidence in the public record:
 - i. The provisions of the Sign Program ensure consistency in design and style of all new signs,
 - ii. The provisions of the Sign Program address compatibility of the design and style of any existing signs on the building or site, and
 - iii. All new signs within the Sign Program are in compliance with the design guidelines of this chapter.

G. Planning Commission Subcommittee or Staff Approvals.

In approving any project subject to this section, the Planning Division staff or Planning Commission Subcommittee shall find all of the following:

1. The development recognizes and respects the nature of the neighborhood and site, development patterns, materials used, and the expectations of those who will see and use the building;
2. The development assures that modifications satisfy functional requirements, and screened with appropriate compatible materials; and
3. The development assures that the modification will not interfere with the privacy, quiet enjoyment or view of the surrounding properties.
4. For projects including signs, only the following findings shall be made:
 - a. The design, including lighting, scale, length and materials, of the sign is consistent with the intent of the design elements of the General Plan, any applicable Design Guidelines, respective specific plan or Site and Architectural Overlay District in which the sign is to be located;
 - b. The design, scale and materials of the sign harmonize with the architectural design and details of the building or site it serves;
 - c. The design and scale of the sign is appropriate to the distance from which the sign is normally viewed;
 - d. The design and materials of the sign provide a contrast between the background and letters;
 - e. If a freestanding sign is included in the sign application, the design, scale or location of the building dictates the use of freestanding signs, rather than building-mounted signs;
5. For projects including signs within sign programs, only the following finding shall be made:
 - a. The sign conforms to the approved sign program.

G. Appeals.

An appeal of the decision by staff or on Site Development Permits or Minor Site Development Permits shall be reviewed in accordance with Section XI-10-64.05, Appeals, of this Chapter.

H. Compliance With Conditions.

Whenever a plan for the development of a building site has been the subject of a Site Development and Permit process as herein above specified and has been given final approval, the building and site thereafter shall be constructed and perpetually maintained in compliance with the plan in conformance to all details specified thereon and subject to all the conditions set forth in the action of approval, unless modified or amended pursuant to Section XI-10-57.03(I), Applications for

Modification of or Amendment, of this chapter. Lack of compliance shall constitute a violation of Chapter 10 (Zoning, Planning and Annexation) and the Site Development Permit

I. Applications for Modification of or Amendment

Projects shall be developed in conformity with project approvals. If the applicant wishes to modify the project, as approved, the applicant shall submit revised plans and any other applicable information to the City for review by the Planning Division. The Planning Division staff shall make one of the following determinations regarding the request:

1. Insignificant Modifications. If the Planning Division determines that the modifications are minor, the modifications may be approved administratively.
2. Significant Modifications Without Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review but will not have public impacts or cause public concern, then the modifications shall be referred to the Planning Commission Subcommittee for consideration. If the original application for a project required a public hearing, then the Planning Commission Subcommittee review of modifications shall not require a public hearing.
3. Significant Modifications with Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review and have the potential for public impact or concern, then the modifications shall be referred to the final decision-making authority for the original project. If the original application for a project required a public hearing, then the final decision-making authority’s review of modifications shall require a public hearing, in accordance with Section XI-10-64, Development Review Process, of this Chapter.

J. Modifications, Suspensions and/or Revocations Initiated by the City. Refer to Section XI-10-63.06, Revocation, Suspension, Modification, of this Chapter.

SECTION 10. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 57.06 (“Variances”) of the Milpitas Municipal Code is hereby amended to read in its entirety as follows:

XI-10-57.06 - Variances

A. Purpose and Intent.

1. Zoning variances. The purpose and intent of the variance process is to provide relief from the substantive provisions of this Chapter when the strict application of these provisions deprives the property for which the Variance is sought of privileges enjoyed by other property in the vicinity and under identical zoning classification because of special circumstances applicable to the property (including, but not limited to size, shape, topography, location or surroundings).

A Variance is a permit issued by the City that sanctions deviations from the adopted Zoning Ordinance regulations related to physical standards of development, such as lot size, building setback, and height limits. A Variance may not be granted to allow a use or density not otherwise allowed within the zoning district.

2. Sign variances. The intent of this section is to establish a procedure for granting exceptions to the strict application of the size, number, height, length and location requirements for signs within Chapter 30 (Sign Ordinance) of this title. The granting of a variance requires findings to be met based on the site's or business' unique location or orientation in order to achieve adequate sign visibility.

B. Authority.

1. The Planning Commission shall have approval authority of Variances relating to development within all districts other than the Hillside (-H) Overlay district.
2. The City Council shall have approval authority, upon recommendation by the Planning Commission, of Variances relating to developments within the Hillside (-H) Overlay district.

C. Applicability.

1. Zoning variances. Unless indicated otherwise by this title, a variance is required to deviate from any of the standards contained within the Zoning Ordinance.
2. Sign variances. Unless indicated otherwise by Section XI-24, Signs, of this chapter, a sign variance is required for the following:
 - a. Any sign that exceeds the maximum standards;
 - b. Any sign that exceeds the individual sign area allowed;
 - c. Any business or site that exceeds the maximum sign area allowed;
 - d. Any sign that exceeds the permitted sign height.

D. Submittal Requirements. Refer to the most recent submittal requirements required by the Planning Division.

E. Review Procedures.

1. General Procedures. The Planning Commission, or where applicable, the City Council shall be empowered to impose such conditions upon the grant of a Variance as it deems desirable and shall impose such conditions as will assure that the Variance does not constitute a grant of special privilege inconsistent with limitations upon other properties in the vicinity and zone in which said property is located.
2. The Planning Commission shall hold a public hearing on each application for a Variance upon such notice as is required in Section XI-10-64, Development Review Process, of this Chapter.
3. For Variances not involving the Hillside (-H) Overlay district, the Planning Commission shall review the application and render its decision.
4. For Variances involving the Hillside (-H) Overlay, the Planning Commission shall make a recommendation to the City Council. The City Council shall hold a public hearing, with notice as

required in Section XI-10-64, Development Review Process, of this Chapter, review the application and the Commission's recommendation, and render its decision.

F. Required Findings.

1. Zoning variances. Prior to the approval of an application for a variance, all of the following findings shall be made:
 - a. Due to special circumstances applicable to the subject property including size, shape, topography, location or surroundings, the strict application of the Zoning Ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity under identical zone classifications.
 - b. The granting of the variance is necessary for the preservation of a substantial property right possessed by other property in the same vicinity and zone and otherwise denied the subject property.
 - c. The required conditions of approval assure that the adjustment authorized will not constitute a grant of special privileges which are inconsistent with the limitations placed upon other properties in the vicinity subject to the same zoning regulations.
 - d. The granting of the variance will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.
 - e. The granting of a variance is consistent with the General Plan and the intent of this title.
2. Sign variances. Prior to the approval of an application for a sign variance, all of the following findings shall be made:
 - a. Special conditions and extraordinary circumstances applicable to the property involved or its intended uses, which were not created by the owner or tenant, and which do not apply generally to other properties with the same land use exist that do not allow the site or business to achieve the goals and objectives of this chapter for adequate business identification.
 - b. Literal enforcement of the provisions of the City of Milpitas the Sign Ordinance will result in unnecessary hardship inconsistent with the spirit and intent of the Sign Ordinance.
 - c. The granting of the variance is not contrary to the intent of the General Plan, Zoning or Sign Ordinance, or any applicable Specific Plan and will not be contrary to, nor materially detrimental to public interest and welfare, or injurious to conforming signs in the City.
 - d. The variance to be granted is one that will require the least modification of the prescribed regulation, and the minimum variance that will accomplish that purpose.
 - e. The granting of a variance is not considered a grant of special privileges inconsistent with the limitations of other similarly situated properties.

G. Appeals. An appeal of the action on any variance shall be reviewed in accordance with Section XI-10-64, Development Review Process, of this chapter.

H. Modifications Requested by the Applicant. Projects shall be developed in conformity with project approvals. If the applicant wishes to modify the project, as approved, the applicant shall submit revised plans and any other applicable information to the City for review by the Planning Division. The Planning Division staff shall make one of the following determinations regarding the request:

1. Insignificant Modifications. If the Planning Division determines that the modifications are minor, the modifications may be approved administratively.
2. Significant Modifications with or without Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review and have the potential for public impact or concern, then the modifications shall be referred to the final decision-making authority for the original project. If the original application for a project required a public hearing, then the final decision-making authority's review of modifications shall require a public hearing, in accordance with Section XI-10-64, Development Review Process, of this Chapter.

I. Modifications and/or Revocations Initiated by the City. Refer to Section XI-10-63.06, Revocation, Suspension, Modification, of this Chapter.

J. Other Review Requirements. For other general requirements related to the review of applications, such as time limits on approvals and requests for extensions of approvals, please refer to Section XI-10-64, Development Review Process, of this chapter.

K. Approval Runs with the Land. The approval of a variance shall run with the land, and shall continue to be valid upon a change of ownership of the site to which it applies.

SECTION 11. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Section 63 (“Enforcement and Penalty”) of the Milpitas Municipal Code is hereby amended to read in its entirety as follows:

SECTION 63 ENFORCEMENT AND PENALTY

XI-10-63.01 Enforcement

All departments, officials and public employees of the City of Milpitas vested with the duty or authority to issue permits shall conform to the provisions of this Chapter and shall issue no permit or license for uses, buildings, or purposes in conflict with the provisions of this Chapter; and any permit or any business license issued in conflict with the provisions of this Chapter shall be null and void.

XI-10-63.02 Penalty

It shall be unlawful for any person to violate any of the provisions of this Chapter. Any person convicted of violating any of the provisions of this Chapter shall, upon conviction, be punished by a fine not to exceed the sum of FIVE HUNDRED DOLLARS (\$500) or by imprisonment in the County Jail not to exceed six (6) months or by both such fine and imprisonment. Each day that a violation of this Chapter continues shall be considered a separate offense.

Any use of a premises or a building which deviates from or violates any of the provisions of this Chapter shall be termed an illegal occupancy and the person or persons responsible therefore, shall be subject to the penalties herein provided.

XI-10-63.03 Declaration of Public Nuisance

1. General. The use of any land, building or other structure hereafter established or conducted or the present use of any land, building or other structure hereafter extended or enlarged or the erection, construction, moving, conversion, remodeling or alteration of any building or other structure contrary to the provisions of this Chapter shall be and the same is hereby declared to be a public nuisance, and the Attorney for the City of Milpitas shall, upon order of the City Council, immediately commence action or proceedings for the abatement or removal or enjoinder thereof in the manner provided by law.
2. Signs. Any sign or structure erected, constructed, maintained, marked, posted, pasted, painted, printed, altered or repaired in violation of the provisions of the Chapter or after a permit or variance therefore has been revoked or expired is hereby found and declared to be a public nuisance subject to abatement and lien for recovery of abatement costs.
 - a. Without limitation to the generality of the foregoing, any sign or structure erected, constructed, maintained, marked, posted, pasted, painted, altered or repaired:
 - i. So as to be unsafe and so as to constitute an immediate peril to persons or property; or
 - ii. Upon public property without written permission of the Planning Division or City Manager of the City of Milpitas.

XI-10-63.04 Order to Stop Work

Whenever any work is being done contrary to the provisions of this Chapter, the Building Official may order the work stopped by notice in writing served on any person engaged in the doing of such work or in the causing of such work to be done, and any such person shall forthwith stop such work until authorized in writing by the Building Official to proceed with such work.

XI-10-63.05 Remedies Cumulative

The remedies herein contained shall be cumulative and in addition to such other remedies as provided by law. Resort to one remedy shall not preclude resort to any other remedy as may be allowed by law.

XI-10-63.06 Revocation, Suspension, Modification

1. Modifications.
 - a. Initiation and review. The Planning Commission or City Council may initiate review of a permit (including, but not limited to Conditional Use Permit, Variances, or Site Development Permits) for the purpose of deciding whether modification is needed, only after written notice of a violation or public nuisance is mailed to the holder of the permit.

- i. After initiation, a public hearing before the Planning Commission shall be noticed and held in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - ii. After completion of the public hearing, the Planning Commission may modify the Permit.
 - iii. An aggrieved party may appeal this decision to the City Council in accordance with Section XI-10-64, Development Review Process, of this Chapter.
2. Revocations or Suspensions
- a. Initiation and Review. The City Council may initiate review of a Permit (including, but not limited to Conditional Use Permit, Variance or Site Development Permit) or receive a recommendation from the Planning Commission for the purpose of deciding whether modification and/or suspension or revocation are needed.
 - i. If the City Council does request review, a public hearing before the Planning Commission shall be noticed and held in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - ii. After completion of the Planning Commission hearing, the Planning Commission shall recommend to the City Council, by resolution, whether the Permit shall be modified or revoked.
 - iii. Following receipt of a recommendation on the Permit from the Planning Commission (when requested) or following City Council initiation, the City Council shall conduct a public hearing in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - iv. After completion of the public hearing, the City Council may modify or revoke the Permit.
3. Required Findings.
- a. General Findings for Modifications/Revocation. A Permit may be modified or revoked if any of the following conditions exist:
 - i. Conditions of approval of the Permit are being violated or are not being satisfied; or
 - ii. The Permit or approval is being exercised in a manner that constitutes a public nuisance; or
 - iii. The application contained incorrect, false or misleading information; or
 - iv. The permit or approval is being exercised in a manner which is contrary to the public health, safety and welfare.

XI-10-63.07 Administrative Citation Procedure

A. General. When he or she determines that one or more violations of this Chapter have occurred, the City Manager and his or her designee may issue administrative citations pursuant to the procedures set

forth in Sections XI-10-63.07(B), Administrative Citation, of this chapter.

1. Continuing Violation that does not create an immediate danger to public health and safety. Where the violation is a Continuing Violation that does not create an immediate danger to public health and safety, the citation shall set forth a reasonable period of time, which shall not be less than 30 days, for the person responsible for the continuing violation to correct or otherwise remedy the violation prior to the imposition of the administrative fine.
2. Continuing violation that creates an immediate danger to public health and safety. Where a violation is a Continuing Violation that constitutes an immediate danger to public health and safety, the property owner shall be provided notice to correct the violation within a maximum of two (2) hours from when the verbal or written notice was received. Depending upon the severity of the violation, if the violation is not corrected within the two hour time period, the City shall have the option to initiate summary abatement procedures under Section XI-10-63.09 Abatement Procedure, of this chapter, or impose the administrative fine below and administrative citation provisions under Section XI-10-63.07(B), Administrative Citation, of this chapter.
3. Individual Violation that does not create an immediate danger to public health and safety. Where a violation is an Individual Violation that does not create an immediate danger to public health and safety, a written notice to correct the violation shall be issued for the first offense. For second and subsequent violations of the same code provision, the person responsible for the violation shall not have an opportunity to correct or otherwise remedy the violation prior to the administrative fine being imposed. Each person, firm or corporation shall be guilty of a separate offense for each day and everyday during any portion of which any violation of any provision is committed.
3. Individual Violation that creates an immediate danger to the public health and safety. Where a violation is an Individual Violation that constitutes an immediate danger to the public health and safety, the property owner shall be provided notice to correct the violation within a maximum of two (2) hours from when the verbal or written notice was received. Depending upon the severity of the violation, if the violation is not corrected within the two hour time period, the City shall have the option to initiate summary abatement procedures under Section XI-10-63.09, Abatement Procedure, of this chapter, or impose the administrative fine below and administrative citation provisions under Section XI-10-63.07(B), Administrative Citation, of this chapter. Each person, firm or corporation shall be guilty of a separate offense for each day and everyday during any portion of which any violation of any provision is committed.
 - a. The schedule of fines for administrative citations issued for violations of this Chapter is as follows:
 - i Not to exceed one-hundred dollars (\$100) for the first violation;
 - ii Not to exceed two-hundred dollars (\$200) for the second violation of the same code provision within twelve (12) months; and
 - iii Not to exceed five-hundred dollars (\$500) for the third and subsequent violation of the same code provision within twelve (12) months.
 - b. Each person that fails to pay any fine set out in an administrative citation issued pursuant to this section shall be liable for a late payment charge of 10%.

B. Administrative Citation

1. Whenever an enforcement officer charged with the enforcement of any provision of this Chapter determines that a violation of that provision has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation.
2. Each administrative citation shall contain the following information:
 - a. The date of the violation;
 - b. The address or a definite description of the location where the violation occurred;
 - c. The section of this Chapter violated and a description of the violation;
 - d. The amount of the fine for the code violation;
 - e. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
 - f. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;
 - g. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and
 - h. The name and signature of the citing enforcement officer.
3. Amount of Fines.
 - a. The amounts of the fines for code violations imposed pursuant to this Chapter shall be set forth in the schedule of fines established by resolution of the City Council.
 - b. The schedule of fines shall specify any increased fines for repeat violations of the same code provision by the same person within twelve months from the date of an administrative citation.
 - c. The schedule of fines shall specify the amount of any late payment charge imposed for the payment of a fine after its due date.
4. Payment of the Fine.
 - a. The fine shall be paid to the City within thirty days from the date of the administrative citation.
 - b. Any administrative citation fine paid pursuant to Section XI-10-63.07(B)(4)(a) shall be refunded, with interest, if it is determined, after a hearing, that the person charged in the administrative citation was not responsible for the violation or that there was no violation as charged in the administrative citation.

- c. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the code violation that is the subject of the administrative citation.
5. Hearing Request.
- a. Any recipient of an administrative citation may contest that there was a violation of the Code or that he or she is the responsible party by completing a request for hearing form and returning it to the City within fifteen (15) days from the date of the administrative citation, together with an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed.
 - b. A request for hearing form may be obtained from the City Clerk.
 - c. The person requesting the hearing shall be notified of the time and place set for the hearing at least ten days prior to the date of the hearing.
 - d. If the enforcement officer submits an additional written report concerning the administrative citation to the hearing officer for consideration at the hearing, then a copy of this report also shall be served on the person requesting the hearing at least five days prior to the date of the hearing.
6. Advance Deposit Hardship Waiver. Any person who intends to request a hearing to contest that there was a violation of the Code or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine as required, may file a request for an advance deposit hardship waiver at the time of filing the hearing request.

XI-10-63.09 Abatement Procedure

A. Notification of Nuisance

Whenever the City Manager determines that any property within the City is being maintained contrary to one or more of the provisions of this Chapter, he or she will give written notice (“Notice to Abate”) to the owner/occupant(s) of said property stating the section(s) being violated. Such notice shall set forth a reasonable time limit, in no event less than or equal to thirty (30) calendar days, for correcting the violation(s) of Chapter XI-10, Zoning, for correcting the violation(s) and may also set forth suggested methods of correcting the same unless the City Manager determines that the condition constitutes a threat to the health and safety of any person, in which event, the City Manager may designate a shorter time limit for correcting the violation. Such notice shall be served upon the owner/occupant in accordance with provisions of Section XI-10-63.09(D), Notice of Hearing, of this chapter, covering service in person or by mail.

B. Exception for Undue Hardship

The notice shall also inform the owner/occupant (excluding an owner acting in a capacity of landlord of rental property) that, upon written request of the owner/occupant submitted within seven (7) calendar days of the “Notice to Abate,” the City Manager, in his or her sole discretion, may allow for a time limit in excess of thirty (30) days for correcting the violation in cases where strict enforcement of the time limit would result in an undue hardship on the owner/occupant. In the written request, the owner/occupant shall state the reasons why strict enforcement of the time limit would result in an undue hardship.

C. Administrative Hearing to Abate Nuisance

In the event said owner/occupant shall fail, neglect or refuse to comply with the "Notice to Abate," the City Manager shall conduct an administrative hearing to ascertain whether said violation constitutes a public nuisance.

D. Notice of Hearing

Notice of said administrative hearing shall be served upon the owner/occupant not less than seven (7) calendar days before the time fixed for hearing. Notice of the hearing shall be served in person or by certified mail to the owner/occupant's last known address. Service shall be deemed complete at the time notice is personally served or deposited in the mail. Failure of any person to receive notice shall not affect the validity of any proceedings hereunder. Notice shall be substantially in the format set forth below:

NOTICE OF ADMINISTRATIVE HEARING ON ABATEMENT OF NUISANCE

This is a notice of hearing before the City Manager (or his/her designees) to ascertain whether certain property situated in the City of Milpitas, State of California, known and designated as (public right-of-way address) _____, in said City, and more particularly described as (Assessor's Parcel Number) _____ constitutes a violation or public nuisance subject to abatement pursuant to Section XI-10-63.09, Abatement Procedure, of the Milpitas Municipal Code. If said property, in whole or part, is found to constitute a public nuisance as defined in the Milpitas Municipal Code and if the same is not properly abated by the owner/occupant, such nuisance may be abated by municipal authorities, in which case the cost of such rehabilitation, repair, or abatement will be assessed upon such property and such costs, together with interest thereon, may constitute a special assessment or lien upon such property until paid. In addition, you may be cited for violation of the provisions of the Municipal Code and subject to an administrative fine.

Said alleged conditions consist of the following:

The method(s) of abatement are:

All persons having an interest in said matters may attend the hearing and their testimony and evidence will be Dated this _____ day of _____, 20__.

City Manager

Time and Date of Hearing: _____

Location of Hearing: _____

E. Administrative Hearing by City Manager or His/Her Designees

At the time stated in the notice, the City Manager shall hear and consider all relevant evidence, objections or protests, and shall receive testimony relative to such alleged public nuisance and to proposed rehabilitation, repair, removal or abatement of such property. Said hearing may be continued from time to time.

If the City Manager finds that such public nuisance does exist and that there is sufficient cause to rehabilitate, abate, remove or repair the same, the City Manager shall prepare findings and an order, which shall specify the nature of the nuisance, the method(s) of abatement and the time within which the work shall be commenced and completed. A copy of the findings and order shall be served on all owner/occupants of the subject property in accordance with the provisions of Section XI-10-63.09(D), Notice of Hearing, of this chapter. In addition, a copy of the findings and order shall be forthwith conspicuously posted on the property. The order shall set forth the time within which such work shall be completed by the owner/occupant, in no event less than fifteen (15) calendar days.

In the event the owner/occupant fails to abate the nuisance as ordered, the City Manager shall cause the same to be abated by City employees or private contract. The costs shall be billed to the owner/occupant, as specified in Sections XI-10-63.10(A) through XI-10-63.10(E), Cost Recovery, of this chapter. In appropriate circumstances, the City Manager shall request the City Attorney to obtain all necessary judicial approval for entry onto the subject premises for abatement purposes.

F. Hearing Procedure Before City Manager and His/Her Designees

All hearings shall be tape recorded.

Hearings need not be conducted according to the technical rules of evidence.

Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions in courts of competent jurisdiction in this state. Any relevant evidence shall be admitted if it is the type of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state. Irrelevant and unduly repetitious evidence shall be excluded.

G. Appeal of Decision by City Manager and His/Her Designees to the City Council

The decision of the City Manager and His/Her Designees may be appealed to the City Council in conformance with the provisions of Milpitas Municipal Code Section I-20-5.

H. Limitation on Filing Judicial Action

Any judicial action appealing the City Council's decision and order shall be commenced within thirty (30) calendar days of the date of service of the decision.

I. Summary Abatement of Immediate Hazard or Obstruction

In the event of:

1. A nuisance defined by statute, ordinance or resolution as a public nuisance which constitutes an immediate danger to persons or property;
2. A nuisance defined by statute, ordinance or resolution as a public nuisance which is located or maintained on public property including, but not limited to, any public right-of-way, highway, sidewalk, easement, park or building; or
3. Any obstruction or encroachment to free passage upon any public property (which is hereby declared to be a public nuisance) including, but not limited to, any public right-of-way, highway, easement, sidewalk, park or building, the City Manager may, forthwith and without notice, abate said nuisance and recover the cost of abatement as provided for in Section XI-10-63.10, Cost Recovery, of this chapter. Summary abatement may include the temporary removal to a safe location of persons placed in immediate danger from a public nuisance. In such event, the City shall be entitled to recover all costs related to the removal, including but not limited to, storage of possessions and rental of living accommodations, as well as any other recoverable cost provided for in Section XI-10-63.10, Cost Recovery, of this chapter.

XI-10-63.10 Cost Recovery

A. Recovery of Costs

This section establishes procedures for the recovery of administrative costs, as well as attorneys' fees and costs, incurred by the City in the enforcement process, for the abatement of conditions defined as a nuisance or violation by Section XI-10-63.07, Administrative Citation Procedure, of this chapter.

B. Definition of Costs

For the purposes of this Chapter, "costs" shall mean administrative costs, including staff time expended and reasonably related to nuisance abatement cases, for items including, but not limited to, investigation, site inspection and monitoring, testing, reports, telephone contacts, correspondence and meetings with affected parties, as well as all attorneys' fees incurred pursuant to any action, administrative proceeding, or special proceeding to abate the nuisance including, but not limited to, filing fees and fees for witnesses. Pursuant to Government Code Section 38773.5(a), where the City seeks to recover attorneys' fees at the initiation of any action or proceeding, a prevailing opposing party may recover its reasonable attorneys' fees to the extent that the amount of said fees does not exceed the amount of reasonable attorneys' fees incurred by the City in the action or proceeding.

C. Cost Accounting and Recovery Required

The City shall maintain records of all costs incurred by responsible City departments associated with the enforcement process pursuant to this Chapter and shall recover the costs from the property owner/occupant as provided by this section.

D. Notice of Cost Recovery Requirements

The City Manager shall include in the "Notice to Abate" a statement of the intent of the City to charge the property owner/occupant for all costs incurred by the City if the violation is not corrected as required. The notice shall state that the property owner/occupant will receive at the conclusion of the enforcement case a summary of enforcement costs associated with the processing of the case.

E. Collection of Charges

Such costs shall be recoverable as provided for in Sections XI-10-63.11(A) through XI-10-63.11(B), Record of Cost Abatement and Assessment and Lien, of this chapter.

XI-10-63.11 Lien Procedure

A. Record of Cost of Abatement

The City Manager shall keep an account of the costs, as defined in Section XI-10-63.10(B), Definition of Costs, of this chapter, for abating such nuisance on each separate lot or parcel of land where the work is done by the City and shall render an itemized report in writing showing the cost of abatement, including the rehabilitation or repair of said property, including any salvage value relating thereto. A copy of the same shall be posted for at least five (5) calendar days upon such property, together with a notice of the right to appeal to the City Manager. A copy of said report and notice shall be served upon the owner/occupants of said property, based on the last equalized assessment roll or the supplemental roll, whichever is more current. If the owner/occupant of record, after diligent search, cannot be found, the notice may be served by posting a copy thereof in a conspicuous place upon the property for a period of ten (10) days and publication thereof in a newspaper of general circulation published in the county in which the property is located. Proof of said posting and service shall be made by affidavit filed with the City Clerk. The owner/occupant shall have thirty (30) calendar days from the date upon which the notice is served to reimburse the City for its costs or to otherwise make arrangements for repayment as to which the City, in its sole discretion, may agree.

B. Assessment and Lien

The total cost for abating such nuisance, as so confirmed by the City Manager, shall, upon failure to pay the costs as specified in Section XI-10-63.11(A), Record of Cost Abatement, of this chapter, constitute a lien or special assessment pursuant to Government Code Sections 38773.1 (nuisance abatement lien), 38773.2 (graffiti nuisance abatement lien) or 38773.5 (special assessment), or 38773.6 (graffiti special assessment) against the respective lot or parcel of land to which it relates. After confirmation and recordation of a Notice of Special Assessment, a certified copy of the City Manager's decision shall be filed with the Santa Clara County Assessor's Office on or before August 1 of each year, whereupon it shall be the duty of said Assessor to add the amounts of the respective assessments to the next regular tax bills levied against said respective lots and parcels of land for municipal purposes and thereafter said amounts shall be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided of ordinary municipal taxes. All laws applicable to the levy, collection and enforcement of municipal taxes shall be applicable to such special assessments. Upon recordation in the Office of the County Recorder, a Notice of Lien, as so made and confirmed, shall constitute a lien on said property and from the date of recording shall have the force, effect, and priority of a judgment lien.

In the alternative, after such recordation, such lien may be foreclosed by an action brought by the City for a money judgment or by any other means provided by law.

A Notice of Lien for recordation shall be in form substantially as follows:

NOTICE OF LIEN

(Claim of City of Milpitas)

Pursuant to the authority vested by the provisions of Section XI-10-63.03, Declaration of Public Nuisance, of the Milpitas Municipal Code, the City Manager of the City of Milpitas did on or about the _____ day of _____, 20__, cause the property hereinafter described to be rehabilitated or the building or structure on the property hereinafter described, to be repaired or demolished in order to abate a public nuisance on said real property, pursuant to an order to abate issued by on; and the City Manager of the City of Milpitas did on the _____ day of _____, 20__, assess the cost of such rehabilitation, repair, demolition, or abatement upon the real property hereinafter described; and the same has not been paid nor any part thereof; and that said City of Milpitas does hereby claim a lien on such rehabilitation, repair, or abatement in the amount of said assessment, to wit; the sum of \$_____: and the same, shall be a lien upon said real property until the same has been paid in full and discharged of record.

The real property hereinabove mentioned, and upon which a lien is claimed, is that certain parcel of land lying and being in the City of Milpitas, County of Santa Clara, State of California, owned by and more particularly described as follows (legal description):
(description)

Dated this _____ day of _____, 20__.

City Manager

In the event that the lien is discharged, released, or satisfied, either through payment or foreclosure, notice of the discharge containing the amount of the lien, the name of the agency on whose behalf the lien was imposed, the date of the abatement order, the public right-of-way address, legal description, and the name and address of the recorded owner/occupant of the property shall be recorded by the governmental agency. A nuisance abatement and the release of the lien shall be indexed in the grantor-grantee index.

XI-10-63.12 Interest on Liens

A. Amount of Interest on City Liens and Assessments—Findings

The City Council finds and declares that the establishment of an interest accrual requirement as to unpaid City liens and assessments upon real property which are of record with the County Recorder for Santa Clara County is a necessary and appropriate exercise of the City Council’s police power.

B. Accrual of Interest on Liens and Assessments

Unless otherwise prohibited by law or regulation, all liens and assessments which are imposed by the City against any real property located in the City of Milpitas that are recorded on and after the effective date of this regulation shall accrue interest at the rate of eight (8) percent annually until the lien or assessment, including interest thereon, is paid in full.

XI-10-63.13 Miscellaneous

A. Alternative Actions Available; Violation an Infraction

Nothing in this chapter shall be deemed to prevent the Council from ordering the commencement of a civil proceeding to abate a public nuisance pursuant to applicable law or from pursuing any other remedy available under applicable law. Violation of the provisions of this Chapter constitutes an infraction, as set

forth in Section I-1-4.09 of the Municipal Code. The City Manager is designated as the enforcement authority.

B. Additional Costs of Abatement

The City Council provides that a court may order the owner/occupant of property responsible for a condition that may be abated in accordance with this Chapter to pay three times the costs of abatement pursuant to Government Code 38773.7 upon the entry of a second civil court judgment for violation of this Chapter within a two-year period.

C. Residential Rental Housing

The notice sent to the owner/occupant of residential rental housing pursuant to Section XI-10-63.09(A), Notification of Nuisance, of this chapter, shall contain the statement required by Health and Safety Code Section 17980 regarding the application of Revenue and Taxation Code Sections 17274 and 24436.5, which allow the Franchise Tax Board to deny state income tax deductions to taxpayers who fail to bring substandard residential rental property into compliance with this Chapter.

SECTION 12. AMENDMENT OF MILPITAS MUNICIPAL CODE TITLE XI, CHAPTER 10

Title XI, Chapter 10, Table 64.02 (“Decision-Making Body and Role”) and its associated footnotes of the Milpitas Municipal Code is hereby amended to read in its entirety as follows:

**Table XI-10-64.02
Decision-Making Body and Role¹**

Type of Permit or Decision	Procedures are found in:	Planning Division	Planning Commission Subcommittee	Planning Commission	City Council
Land Use Permits and other Development Entitlements					
Staff Review ²		Issuance		Appeal ³	Appeal
Conditional Use Permits	XI-10-57.04			Decision	Appeal
Development Agreements				Recommend	Decision
Minor Site Development Permits	XI-10-57.03	Decision	Decision	Appeal ³	Appeal
Mobile Home Park Conversion Permit	Title XI, Chapter 20			Recommend	Decision
Planned Unit Development	XI-10-54.07			Recommend	Decision
Site Development Permits	XI-10-57.03			Decision Recommend ⁴	Appeal Decision ⁴
Variances	XI-10-57.06			Decision	Appeal
Zoning Ordinance Administration and Amendments					
General Plan Amendments	XI-10-57.02			Recommend	Decision
Specific Plan	XI-10-57.02			Recommend	Decision

Type of Permit or Decision	Procedures are found in:	Planning Division	Planning Commission Subcommittee	Planning Commission	City Council
Amendments					
Zoning Amendments	XI-10-57.02			Recommend	Decision

¹ "Recommend" means that the decision-making body makes a recommendation to a higher decision-making body; "issuance" means that the permit is a ministerial action that is issued by the decision-making body; "decision" means that the decision-making body makes the final decision on the matter; "appeal" means that the decision-making body may consider and decide upon appeals to the decision of an earlier decision-making body. Any decision by the Planning Commission may be appealed to the City Council as specified in Section XI-10-64.05, Appeals.

² Includes Home Occupation Permits (Section XI-10-13.05), Minor Site Development Permits (Section XI-10-57.03) reviews requiring building permits and other reviews by Planning Division staff not requiring a building permit or review by other decision-making bodies. Any appeal shall first be to the Planning Commission. The Planning Commission's decision, in turn, may be appealed to the City Council, whose decision shall be final.

³ The Planning Commission's decision may be appealed to City Council, whose decision shall be final.

⁴ Refer to Section XI-10-45.09 regarding the process for projects within the "H" Hillside Overlay District.

SECTION 13. SEVERABILITY

The provisions of this Ordinance are separable, and the invalidity of any phrase, clause, provision or part shall not affect the validity of the remainder.

SECTION 14. EFFECTIVE DATE AND POSTING

In accordance with Section 36937 of the Government Code of the State of California, this Ordinance shall take effect thirty (30) days from and after the date of its passage. The City Clerk of the City of Milpitas shall cause this Ordinance or a summary thereof to be published in accordance with Section 36933 of the Government Code of the State of California.

ATTACHMENT B

XI-10-2.03 Definitions

A

“**Abate**” shall mean to repair, replace, remove, destroy or otherwise remedy the condition in violation of this Chapter.

“**Accessory Building or Use**” means a subordinate building or use, whose purpose is clearly incidental to that of the main building or the use of the land, and which shall not contain living or sleeping quarters or storage for commercial vehicles in excess of three-quarter (3/4) ton size. Second family units, as defined in this subsection are exempted from the prohibition against living and sleeping quarters. An accessory building shall be considered attached to the main building if:

1. It shares a common wall with the main building, or
2. It shares an integral roof structure having the same framing system and roof covering as the main building and is separated from the main structure by no more than ten (10) feet at any given point.

“**Accessory Structure**” means a structure subordinate to the principal use of a building on the same lot and serving a purpose customarily incidental to the use of the principal building. An accessory structure is that which an accessory building is not, by definition. Examples include, but are not limited to fences, trellises, covered patios, and porte cocheres.

“**Adjacent**” means having a common border with, or being separated from such a common border by a right-of-way, alley or easement. Properties separated by a street, alley, intersection, or other public right-of-way (other than an elevated interstate freeway), shall be considered abutting when their property lines would touch in any way if drawn to the center line of such street, alleyway, intersection, or other public right-of-way.

“**Airport**” means any area of land or water designed, used, or intended to be used or set aside for the landing and taking off of aircraft. The term "Airport" includes all necessary taxi-ways, aircraft storage and tie-down area, hangars and other necessary buildings and open spaces.

“**Alley**” means any public thoroughfare which affords only a secondary means of access to abutting property.

“**Alteration, Structural**” means any change which would tend to prolong the life of the supporting members of a building or structure, such as bearing walls, columns, beams or girders.

“**Amateur Radio Facility**” means a wireless communication facility operated by an FCC licensed amateur radio operator within the Amateur Radio Service (USC Title 47, Part 97).

“**Amateur Radio Operator**” means a person holding written authorization to be the control operator of an Amateur Radio facility. This authorization may be in the form of a license or permit issued by the Federal Communications Commission or a foreign national or multi-national license or permit recognized by treaty as valid in the United States. (Ord. 38.761 (part), 5/20/03)

“**Antenna**” means any system of towers, poles, panels, rods, wires, drums, reflecting discs or similar devices used for the transmission or reception of electromagnetic waves. See also “Satellite dish or satellite antenna”. (Ord. 38.761 (part), 5/20/03)

Apartment House. See “Dwelling Multiple-Family.” (Ord. 38 (part), 3/15/55)

ATTACHMENT B

Apartment, Efficiency. Efficiency apartment means a dwelling unit in a multi-family building consisting of not more than one (1) habitable room, together with kitchen or kitchenette and sanitary facilities. (Ord. 38.22, 2/1/62; Ord. 38 (part), 3/15/55)

“Assembly from pre-processed materials” means assembling, packaging, or distributing from previously prepared materials, such as cloth, plastic, paper, leather, precious or semi-precious metals or stones, electric or electronic instruments and devices such as television, radios, and pharmaceutical products.

“Auto” means any motor vehicle requiring a license pursuant to the California Vehicle Code. (Ord. 38.760 (2), 9/17/02)

“Automobile Service Station” means any premises used for supplying gasoline and oil at retail, direct to the customer, including minor accessories and services for automobiles, but not including automobile repairs. (Ord. 38 (part), 3/15/55)

“Automobile and Trailer Sales Area” means an open area, other than a street, used for the display, sale or rental of new or used automobiles or trailers, and where no repair work is done except minor incidental repair of automobiles or trailers to be displayed or sold on the premises. (Ord. 38 (part), 3/15/55)

“Automobile Wrecking” means the dismantling or wrecking of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked vehicles or their parts. (Ord. 38 (part), 3/15/55)

B

“Bar or nightclub” means a commercial establishment serving alcoholic beverages for consumption on the premises where the service of food is only incidental to the consumption of such beverages. Dancing and live entertainment may also be conducted within the establishment. Ord. 38.795 (part), 4/6/10

“Basement” means a story, partly or wholly, underground. For purposes of height measurements, a basement shall be counted as a story where more than one-half (1/2) of its height is above the average level of the adjoining ground. (Ord. 38 (part), 3/15/55)

“Bay Window” means a window or set of windows jutting out from the wall of a building, rising from the ground and forming an alcove which may or may not add additional floor area or a sitting area within. (Ord. 38.667 (part), 1/21/92)

“Bedroom” means any room which meets the minimum requirements of both the Zoning Ordinance and the Building Code for a Habitable Room, which is constructed in such a manner that less than fifty (50) percent of one (1) wall is open to an adjacent room or hallway and which can be readily used for private sleeping purposes shall be counted as a bedroom in order to determine parking or other requirements. For the purpose of calculating parking requirements, the following rooms which regularly make up a standard dwelling unit shall not be considered a “bedroom”: one (1) kitchen, one (1) living room; one (1) family or recreation room; one (1) dining room; and the customary sanitary facilities. Planning staff shall determine whether or not a room qualifies as one (1) of the above exceptions. (Ord. 38.789 (2), 4/21/09)

“Billiard Center” means a place for the public to view and participate in cue-sports, such as but not limited to billiards, pocket billiards (e.g., pool), snooker, and the various forms of carom billiards. (Ord. 38.688 (part), 3/15/94)

ATTACHMENT B

“Block” means that property so designated on an official map of the City, or part of the City, or bounded by streets, or by a street or streets, and railroad right-of-way, canal right-of-way, or unsubdivided acreage. (Ord. 38 (part), 3/15/55)

“Boarding House” means a building or portion thereof other than a hotel, where meals and lodging for compensation including a bed and breakfast. (Ord. 38.763 (3), 4/20/04; Ord. 38 (part), 3/15/55)

“Breezeway” means a covered passageway between buildings which does not exceed ten (10) feet in width and which has at least one side open, except for necessary supporting columns. (Ord. 38 (part), 3/15/55)

“Building” means a structure having a roof supported by columns or walls for the housing or enclosure of persons, animals, or chattels. Where a dwelling is separated by a division wall without openings, each portion of such dwelling shall be deemed a separate building. (Ord. 38 (part), 3/15/55)

Building, Height of. “Height of building” means the vertical distance measured from the adjoining curb grade to the highest point of the roof surface, if a flat roof; and to the mean height level between eaves and ridge for a gable, hip or gambrel roof; provided, however, that where buildings are set back from the street line, then the height may be measured from the average elevation of the finished grade along the front of the building. (Ord. 38 (part), 3/15/55)

Building, Main. “Main building” means a building in which is conducted the principal use of the lot on which it is situated. The main building shall contain all area within the interior faces of the building, including enclosed areas that are attached. In any “M” district any dwelling shall be deemed to be the main building on the lot on which the same is situated. (Ord. 38.760 (3), 9/17/02; Ord. 38 (part), 3/15/55)

Building, Unit Group. “Unit group building” means two (2) or more buildings (other than dwellings) grouped upon a lot and held under single ownership such as universities, hospitals, institutions and industrial plants. (Ord. 38 (part), 3/15/55)

Business, Retail. “Retail business” means retail sale of any article, substance, or commodity for profit or livelihood conducted within a building, but not including the sale of lumber or other building materials or the sale of used or second-hand goods or materials of any kind. (Ord. 38 (part), 3/15/55)

“Business support services” means establishments primarily within structures, providing other businesses with services including maintenance, repair, and service, testing, rental, etc., also includes:

1. Business equipment repair services (except vehicle repair);
2. Commercial art and design (production);
3. Computer-related services (rental, repair);
4. Copying and quick printing services;
5. Equipment rental businesses within structures;
6. Film processing laboratories;
7. Heavy equipment repair services where repair occurs on the client site;
8. Janitorial services;
9. Mail advertising services (reproduction and shipping);
10. Other “heavy service” business services;
11. Outdoor advertising services;
12. Photo developing/finishing/printing;
13. Protective services (other than office related);
14. Rental, repairs and distribution of office or business equipment;
15. Soils and materials testing laboratories;
16. Window cleaning.

(Ord. 38.789, (3) 4/21/09)

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Business, Wholesale. “Wholesale business” means the wholesale handling of any article, substance or commodity for profit or livelihood, but not including the handling of lumber or other building material or the open storage or sale of material or commodity, and not including the processing or manufacture of any product or substance. (Ord. 38 (part), 3/15/55)

C

Camp, Trailer. “Trailer camp” means an area or tract of land used or designed to accommodate two (2) or more automobile or house trailers. (Ord. 38 (part), 3/15/55)

“**Candidate**” means any person, party, referendum, initiative or other ballot measure.

“**Cemetery**” means land used or intended to be used for the burial of the dead and dedicated for cemetery purposes, including columbariums, crematories, mausoleums, and mortuaries when operated in conjunction with and within the boundary of such cemetery. (Ord. 38 (part), 3/15/55)

“**Child care center**” means any child care facility other than a family child care home, in which less than twenty-four (24) hour per day non-medical care and supervision are provided to children in a group setting. It includes infant centers, preschools, and extended child day care facilities, but does not include after school programs. Ord. 38.795 (part), 4/6/10

“**Class A Office Space**” means a high quality, modern building with large floor plates and amenities that typically attracts rents in the top twenty-five percent (25%) bracket. (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.759 (part), 4/2/02)

“**Commercial Athletic Facility**” means a building or site equipped for physical training or athletic type games and sports, such as but not limited to, health spas, tennis, gymnasiums, handball courts, racquetball courts; also including ancillary uses when incidental to the primary use, such as but not limited to, steam baths, weight training, aerobic classes, massage, saunas, and the retailing of athletic supplies to be used in the facility. (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.694 (1) (part), 10/4/94)

“**Commercial Fueling Facility**” means a fueling facility designed for commercial customers which dispenses gasoline, diesel, or similar vehicle fuels, and which is not open to the general public, has no cash sales and provides no personal services on-site, provided that said facility is located not closer than five hundred (500) feet from any residentially zoned district or any area designated on the General Plan as being “residential” or any mobile home park. (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.654 (A) (part), 3/20/90)

“**Commercial laboratory**” means a facility for scientific research in technology-intensive fields. Examples include biotechnology, pharmaceuticals, genetics, plastics, polymers, films and fibers.

“**Commercial Service**” means establishments which provide non-medical services of a retail character to patrons which may involve the sale of goods associated with the service being provided. These establishments include businesses that provide both personal and business services, but not industrial services. Any assembly, processing or customization of products on the premises must be incidental and integral to the retail sale of the product. All such completed products must be sold on the premises and may not be distributed to another location for future retail sale or wholesale or for storage to be shipped to another location where the product is sold. This restriction shall not preclude the sale of completed products that are delivered or shipped to the retail customer. The total floor area devoted to assembly, processing, customization and packaging of products sold on the premises shall be less than half the area devoted to sales and display of the completed product.

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Examples of establishments covered by this designation include:

1. Accountants;
2. Architects;
3. Dry-cleaners;
4. Floral shops;
5. Barber and beauty shops;
6. Interior decorators;
7. Laundromats (self-service laundries);
8. Locksmiths;
9. Mail box rentals;
10. Photocopy shops;
11. Shoe repair shops;
12. Tailors;
13. Tuxedo rental shops.

Examples of establishments not covered by this designation include any dry cleaning plants, metal shops, machine shops, welding shops, and any customer fabrication or machinery repair shops.

(Ord. 38.789 (4), 4/21/09) Previous (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.760 (3), 9/17/02; Ord. 38.759 (part), 4/2/02)

“Condominium” means an estate in real property consisting of an undivided interest in common in a portion of a parcel of real property together with a separate interest in space in a residential, industrial, or commercial building on such real property, such as an apartment, office, or store. A condominium may include in addition a separate interest in other portions of such real property. Such estate may, with respect to the duration of its enjoyment, be either of the following:

1. An estate of inheritance or perpetual estate.
2. An estate of life.
3. An estate for years, such as leasehold or sub-leasehold. (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38 (part), 3/15/55)

“Condominium Conversion” means a change in the type of ownership of a parcel or parcels of land, together with the existing attached structures, to that defined for a condominium project or a community apartment project regardless of the present or prior use of such land and structures and whether substantial improvements have been made or are to be made to such structures. (Ord. 124.27 (14) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.485, 7/3/79; Ord. 38 (part), 3/15/55)

“Conference Center” means a facility used for holding conventions, seminars, workshops or similar activities, including dining facilities and lounges for use by participants, as well as compatible accessory facilities such as offices and business centers. (Ord. 38.761 (part), 5/20/03)

“Continuing Violation” means a violation, infringement or breach of a provision of this chapter that is uninterrupted and lasts for a continuous period in excess of 24 hours. (Ord. 124.27 (9), 8/2/05)

“Court” means an open unoccupied space, other than a yard, on the same lot with a building or buildings, and bounded on two (2) or more sides by a building, or buildings, including the open space in a dwelling group providing access to the units thereof. (Ord. 38 (part), 3/15/55)

“Court Apartment” means one (1), two (2) or three (3) multiple dwellings arranged around two (2) or three (3) sides of a court which opens onto a street, or a place approved by the Commission. (Ord. 38 (part), 3/15/55)

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“Curb Grade” means the elevation of the established curb in front of the building measured at the center of such front. Where no curb grade has been established, the City Engineer shall establish such curb grade or its equivalent for the purpose of this Chapter. (Ord. 38 (part), 3/15/55)

D

“District” means a portion of the City within which certain uses of land and buildings are permitted or prohibited and within which certain yards and other open spaces are required and certain height limits are established for buildings, all as set forth and specified in this Chapter. (Ord. 38 (part), 3/15/55)

“Dwelling” means a building or portion thereof designed exclusively for residential occupancy, including single-family, two-family and multiple-family dwellings, but not including hotels. (Ord. 38.763 (4), 4/20/04; Ord. 38 (part), 3/15/55)

Dwelling, Group. “Group dwelling” means one (1) or more dwellings, other than a tourist court, arranged around two (2) or three (3) sides of a court, which opens onto a street, or a place approved by the commission, including single-family, two-family or multiple-family dwellings and court apartments. Group dwelling include homeless shelters and transitional housing. (Ord. 38.761 (part), 5/20/03; Ord. 38 (part), 3/15/55)

Dwelling, Multiple-Family. “Multiple-family dwelling” means a building or portion thereof, designed for occupancy by three (3) or more families living independently of each other. (Ord. 38 (part), 3/15/55)

Dwelling, Single-Family. “Single-family dwelling” means a detached building designed exclusively for occupancy by one (1) family for living purposes and having only one (1) kitchen. (Ord. 38.763 (5), 4/20/04; Ord. 38 (part), 3/15/55)

Dwelling, Two-Family. “Two-family dwelling” means a building designed exclusively for occupancy by two (2) families living independently of each other. (Ord. 38 (part), 3/15/55)

“Dwelling Unit” means a habitable room or group of habitable rooms (e.g., living room, bedroom, den, library, recreation, studio, etc.) designed for occupancy by one (1) or more persons living as a family or single household unit with common interior access to all living, kitchen and bathroom areas. No dwelling unit may have more than one (1) kitchen.

E

“EcoPass” means a program offered by the Valley Transportation Agency (VTA) in which employers or property owners purchase annual EcoPass stickers that allow their employees, tenants or residents to ride all VTA bus and light rail vehicles at no cost. (Ord. 38.759 (part), 4/2/02)

“Educational Institution” means a college or university giving general academic instruction equivalent to the standards prescribed by the State Board of Education. (Ord. 38 (part), 3/15/55)

“Elevation” means:

1. A scale drawing of the front, rear or side of a building or structure; or
2. A vertical distance above or below a fixed reference level.

Emergency Cache, Community: “Community emergency cache” means a collection of disaster response supplies approved by the City’s Office of Emergency Services that would benefit the surrounding community.

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“Erosion” means the wear and removal of the material in the earth’s crust from one site and the deposition at another. (Ord. 38.355, 9/16/75: Ord. 38 (part), 3/15/55)

F

“Family” means an individual, or two (2) or more persons related by blood or marriage or legal adoption or joined through a judicial or administrative order of placement or guardianship, or unrelated persons who function together as a single household unit. (Ord. 38.763 (6), 4/20/04: Ord. 38 (part), 3/15/55)

“Family Child Care Homes” means a home in which care, protection, and supervision of fourteen (14) or fewer children is regularly provided, in the care giver’s own home, for periods of less than twenty-four (24) hours per day, while the parents or guardians are away. Such homes are licensed by the State of California and include the following:

1. **“Large family child care home”** means a home in which family child care is provided to nine (9) to fourteen (14) children, including children under the age of ten (10) who reside at the home.
2. **“Small family child care home”** means a home in which family day care is provided to eight (8) or fewer children, including children under the age of ten (10) who reside at the home. (Ord. 38.761 (part), 5/20/03: Ord. 38.702 (2) (part), 8/15/95; Ord. 38.339, 2/19/74: Ord. 38 (part), 3/15/55)

“Farmers’ Market” means an event offering for sale produce, food items, and related goods and merchandise by certified growers authorized to sell, directly to consumers, products that are produced on land the producer controls or taken in consignment from other producers. (Ord. 38.770 (4) (part), 1/2/07)

“Floor Area Ratio” (FAR) is defined for non-residential Zoning Districts as the maximum permitted ratio of gross floor area to site area and is calculated as follows:

$$\text{FAR} = \frac{\text{Total of Gross Floor Area for All Structures on Site}}{\text{Site Area}}$$

Increases above the maximum permitted FAR for any district can be allowed with approval of a Use Permit by the Planning Commission. This can be considered when the applicant can demonstrate that the proposed development will (1) generate low peak-hour traffic; (2) will not create a dominating visual prominence. Examples of such uses include wholesaling, distribution and hospitals. In each case where an increase in the maximum permitted FAR has been allowed, all other development standards for the site must be met. (Ord. 38.761 (part), 5/20/03: Ord. 38.713 (1) (part), 12/3/96)

“Frontage” means all the property fronting on one side of a street between intersecting or intercepting streets, or between a street and a right-of-way, waterway, end of dead-end street, or city boundary, measured along the street line. An intercepting street shall determine only the boundary of the frontage on the side of the street which it intercepts. (Ord. 38 (part), 3/15/55)

G

Garage, Private. “Private garage” means a detached accessory building or portion of a main building for the parking or temporary storage of automobiles of the occupants of the premises. (Ord. 38 (part), 3/15/55)

Garage, Public. “Public garage” means a building, other than a private garage, used for the care, repair, or equipment of automobiles, or where such vehicles are parked or stored for remuneration, hire or sale. (Ord. 38 (part), 3/15/55)

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Game Machine, Mechanical or Electronic. “Mechanical or electronic game machine” means any machine, apparatus, contrivance, appliance, or device which may be operated or played upon the placing or depositing therein of any coin, check, slug, ball, token, or any other article or device, or by paying therefore either in advance or after use, involving in its use either skill or chance, including, but not limited to tape machine, card machine, pinball machine, bowling game machine, shuffleboard machine, marble game machine, horse racing machine, basketball game machine, baseball game machine, football game machine, electronic video game or any other similar machine or device, exclusive of food, beverage and tobacco vending machine. (Ord. 38.551, 9/7/82: Ord. 38 (part), 3/15/55)

Grade, Finished. “Finished grade” means the final elevation of the ground surface after development, as shown on a precise Grading Plan.

“Grocery store” means any premises wherein any of the following are exposed, offered for sale, or sold by retail: fresh fruits; fresh vegetables; bakery; meat; poultry, or fish products; frozen foods; and processed and pre-packaged food. Ord. 38.795 (part), 4/6/10

“Gross Acreage” means the total area within the boundaries of a legal lot or parcel, including any area proposed to be dedicated or reserved for public right-of-way. Adjacent lands already dedicated for public right-of-way, including public roadways, easements or other areas, shall not be included as part of the gross acreage. (Ord. 38.767 (part), 2/7/06: Ord. 38.759 (part), 4/2/02)

“Gross Floor Area” means the total of all floors measured from the interior faces of the building, but not including areas for parking, basements, shaft enclosures, or unroofed inner courts unless any outdoor areas are used for retail purposes. (Ord. 38.761 (part), 5/20/03: Ord. 38.760 (2), 9/17/02)

“Guest House Accessory Building” means a one accessory structure, used for the accommodation of guests. Said guest house shall not contain any kitchen or cooking facilities but may contain one (1) bedroom, one (1) living area and one (1) bathroom, and shall be limited in floor area to a maximum of twenty (20%) percent of the total floor area of the main residence. (Ord. 38.646 (A) (part), 8/1/89: Ord. 38 (part), 3/15/55)

H

“Habitable Space” means a room designed for living, sleeping, eating or food preparation, including but not limited to a den, study, library, home office, sewing room or recreational room and excluding such areas as garages. (Ord. 38.760 (2), 9/17/02)

“Home Occupation” means a business enterprise conducted within a dwelling by the residents of the dwelling and which is incidental and secondary to the use the dwelling for residential purposes.

“Hospital” means an institution that maintains and operates facilities for primarily inpatient medical care, including x-ray, laboratory and surgical, for the diagnosis, care and treatment of human illness, injury and disease (physical or mental).

“Hotel or Motel” means a building or group of buildings containing individual sleeping or living units, provided with or without individual kitchen facilities, designed and intended for use by paying automobile tourists or paying temporary guests. The term also includes ancillary uses when incidental to the primary use, including but not limited to manager’s living unit and accessory guest facilities such as swimming pools, tennis courts, indoor athletic facilities, incidental merchandise sales, meeting rooms, maid service and laundry facilities. (Ord. 38.708 (2) (part), 8/6/096: Ord. 38.603 (A) (part), 7/15/86: Ord. 38.591 (part), 11/5/85: Ord. 38 (part), 3/15/55)

I

“Individual Violation” means a non-continuous condition or occurrence in violation, infringement or breach of a provision of this chapter that does not exceed twenty four (24) hours in duration. An Individual

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Violation may be recurrent. Examples of “Individual Violations” for the purposes of this Chapter include, but are not limited to, the illegal outdoor storage of materials, entertainment events, or outdoor seating in violation of a use permit. (Ord. 124.27 (10), 8/2/05)

“**Instruction, group and private**” means the provision of instructional services, including but not limited to photography, fine arts, crafts, dance or music studios, driving schools, diet centers, yoga, martial arts studios, after school programs or similar uses. This definition does not include instruction received through trade or vocational schools nor a post-secondary school or child care centers. Private instruction includes fewer than six (6) students or clients at any one time and group instruction includes six (6) or more students or clients at any one time. (Ord. 38.795, 4/6/10)

“**Internet access studio**” or “**internet café**” means any place including but not limited to: computer arcades, computer lounges, cyber arcades, internet cafés, internet arcades, internet workstation stores, on-site computer rentals, PC arcades, and other similar businesses where the primary purpose of the business is devoted to making available the use of computers, or a port connection for a portable computer, to gain access to the internet system. Any internet access studio or internet café consisting of seven (7) or more computer terminals made accessible to the public (excluding school, library or similar public use) shall be considered through a Conditional Use Permit. (Ord. 38.789, (5) 4/21/09)

J

“**Junk Yard**” means the use of more than one hundred (100) square feet of the area of any lot for the storage of junk, including scrap materials and metals, or wrecked vehicles and machinery, whether or not sale of such junk is made or proposed. (Ord. 38 (part), 3/15/55)

K

“**Kennel**” means any lot or premises on which four (4) or more dogs, more than four (4) months of age, are kept. (Ord. 38 (part), 3/15/55)

“**Kitchen (for residential uses)**” means a residential kitchen shall be enclosed and interior to the dwelling unit utilized for the preparation of food and include two (2) or more of each of the following:

1. A sink (typically larger than 14” x 17”);
2. A full size refrigerator (typically larger than 24” x 64”);
3. A 220-V electrical service outlet (typically used for major cooking appliances such as a stove, oven or cooking range). (Ord. 38.763 (7), 4/20/04; Ord. 38.760 (2), 9/17/02)

L

“**Live Work Unit**” means a dwelling unit with a separate living space attached to a work space within the same unit. The work space and the living space must be occupied by the same tenant. (Ord. 38.759 (part), 4/2/02)

“**Loading Area**” means an open area, other than a street or alley, used for the loading or unloading of vehicles. (Ord. 38 (part), 3/15/55)

“**Loading Space**” means an off-street space or berth on the same lot with a building, or contiguous to a group of buildings, for the temporary parking of a commercial vehicle while loading and unloading merchandise or materials, and which abuts upon a street or other appropriate means of access. (Ord. 38 (part), 3/15/55)

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“Lot” means land occupied or to be occupied by a building, or unit group of buildings, and accessory buildings, together with such yards and lot area as are required by this Chapter and having its principal frontage upon a street or a place approved by the Commission. (Ord. 38 (part), 3/15/55)

1. **“Corner lot”** means a lot, or portion thereof, not greater than seventy-five (75) feet in width and situated at the intersection of two (2) or more streets. (Ord. 38 (part), 3/15/55)
2. **“Flag lot”** means a lot having access or an easement to a public or private street by a narrow, private right-of-way.
3. **“Interior lot”** means a lot other than a corner lot. (Ord. 38 (part), 3/15/55)
4. **“Key lot”** means a lot with a side line that abuts the rear line of any one (1) or more adjoining lots.
5. **“Reversed corner lot”** means a corner lot the street line of which is substantially a continuation of the front line of the lot to its rear. (Ord. 38 (part), 3/15/55)
6. **“Through lot”** means a lot having frontage on two (2) paralleled or approximately paralleled streets. (Ord. 38 (part), 3/15/55)

Lot Dimensions.

1. **“Lot Area”** means the total horizontal area within the lot lines of a lot.
2. **“Lot Depth”** means the horizontal distance between the front and rear lot lines, measured along the median between the two (2) side lot lines.
3. **“Lot Lines”** means the lines bounding a lot as defined herein.
 - a. In the case of an irregular shaped lot or a lot with more than four (4) sides where there is question as to which are the front, side, and rear property lines in order to determine setbacks and required yards, there shall be at a minimum of one (1) front property line and one (1) rear property line. The rear property line shall be the lot line directly parallel to the front property line and of a width of at least thirty (30) feet in length. If no such lot line exists, the Director of Planning shall make the final determination as to the rear property line of such lot.
4. **“Lot Width”** means the horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines. (Ord. 38.789, (6) 4/21/09) Previous (Ord. 38 (part), 3/15/55)

M

“Manufacture” means preparation, making treatment or processing of articles as merchandise. (Ord. 38 (part), 3/15/55)

“Massage Establishment” means an establishment having a fixed place of business, including but not limited to any establishment in which massage, acupressure or similar services are made available (except those which are exempt by Government Code Section 51033 as amended from time to time), in which the teaching, practice, or the giving of massage, acupressure or similar procedure is conducted. (Ord. 38.694 (1) (part), 10/4/94)

“Medical and Dental Offices” means a building or place where (a) member(s) of the medical profession, dentists, chiropractors, osteopaths, acupuncturists, and physicians or occupational therapists provide

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diagnosis and treatment to the general public without overnight accommodation and shall include such uses as reception areas, offices, consultation rooms, pharmacy and x-ray providing that all such uses have access only from the interior of the building or structure. (Ord. 38.761 (part), 5/20/03)

“Medical and Dental Clinics” means the same as Medical and Dental Offices, except they also include minor operating rooms and out-patient surgery with no overnight stay.

“Medical support laboratory” means a facility for scientific laboratory analysis of medical resources. The analysis is generally performed for an outside customer, to support the work of that customer. (Ord. 38.795, 4/6/10)

“Mixed Use Development” means a development that consists of vertical or horizontal combination of residential and commercial uses within a single building or site. (Ord. 38.759 (part), 4/2/02)

“Mobile Home” means a transportable structure designed to be used as a dwelling unit when connected to required utilities. (Ord. 38.761 (part), 5/20/03; Ord. 38.541, 4/20/82; Ord. 38.227 (part), 6/20/72)

“Mobile Home Accessory Building or Structure” means any awning, portable, demountable or permanent cabana, ramada, storage cabinet, carport, fence, windbreak or porch established for the use of the occupant of the mobile home. (Ord. 38.227 (part), 6/20/72)

“Mobile Home Lot” means a portion of mobile home park designated or used for the occupancy of one mobile home. (Ord. 38.227 (part), 6/20/72)

“Mobile Home Park” means any areas or tract of land where mobile home lots are rented or leased or held out for rent or lease to accommodate mobile homes used for human habitation. (Ord. 38.227 (part), 6/20/72)

“Mobile Home Stand” means the area on which the mobile home is placed when it is stationed on the lot, including the land lying under the mobile home. (Ord. 38.227 (part), 6/20/72)

“Mobile Recycling Unit” means an automobile, truck, trailer or van, licensed by the Department of Motor Vehicles or bins, boxes or containers transported by a truck, van or trailer, and used for the collection of recyclable materials. (Ord. 38.629 (A) (part), 10/27/87)

N

“Natural Land Slope” means the average slope of the lot in percent, determined by observation on simple slopes, or more precisely by the formula:

$$S = 100 \frac{I}{L} \frac{A}{A}$$

Where “I” is the contour interval in feet;

“L” is the combined length of the contour lines in scale feet; and

“A” is the net area of the lot in square feet.

(Ord. 38.355, 9/16/75; Ord. 38 (part), 3/15/55)

“Non-Conforming Building” means a building or structure or portion thereof lawfully existing at the time this Chapter became effective, which was designed, erected or structurally altered, for a use that does not conform to the use regulations of the district in which it is located. A non-conforming building shall also mean any building or structure built in compliance with all city land use and zoning laws in existence at the time and which does not comply with current development standards, including but not limited to height, setbacks, floor area ratio, maximum lot coverage, maximum size of residence, front yard paving and impervious surface coverage. (Ord. 38.760 (3), 9/17/02; Ord. 38 (part), 3/15/55)

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“Non-Conforming Use” means a use which lawfully occupied a building or land at the time this Chapter became effective and which does not conform to the use regulations of the district in which it is located. (Ord. 38 (part), 3/15/55)

O

“Occupation” means a principal business, profession or vocation in which one is regularly and habitually engaged for the purpose of compensation for a livelihood. (Ord. 38.39, 8/15/63; Ord. 38 (part), 3/15/55)

“Open-Air Business” means drive-in business where persons are served in automobiles. (Ord. 38 (part), 3/15/55)

“Owner/Occupant” means any person owning property, as shown on the last equalized assessment roll for City taxes, or the lessee tenant, or other person having control or possession of the property. (Ord. 124.27 (16), 8/2/05)

P

“Parcel” means a “parcel” shall mean a legal lot of record. (Ord. 38.761 (part), 5/20/03)

Parking Area, Private. “Private parking area means an open area, other than a street or alley, used for the parking of the automobiles of occupants of a building. (Ord. 38 (part), 3/15/55)

Parking Area, Public. “Public parking area means an open area, other than a private parking area, street or alley, used for the parking of automobiles and available for public or quasi-public use. (Ord. 38 (part), 3/15/55)

Parking Space, Automobile. “Automobile parking space” means a space within a building or a private or public parking area for the parking of one (1) automobile. (Ord. 38 (part), 3/15/55)

“Parking Structure” means a structure or portion thereof composed of one or more levels or floors used exclusively for the parking or storage of motor vehicles. A parking structure may be totally below grade (as in an underground parking garage) or either partially or totally above grade with those levels being either open or enclosed. (Ord. 38.785, (part) 4/07/09)

“Patio Cover” means a one-story structure, not exceeding twelve (12) feet in height and open on one (1) or more sides (provided, however, that the open sides may be closed with insect or plastic screening that is permeable material and not in any manner that would obstruct the free passage of light or air) used for recreational, outdoor living purposes only and not as carports, storage rooms or habitable rooms. (Ord. 38.760 (3), 9/17/02; Ord. 38.342, 7/2/74)

“Person” means a natural person, his heirs, executors, administrators, or assigns, and also includes a firm, partnership or corporation, its or their successors or assigns, or the agent of any of the aforesaid. (Ord. 38 (part), 3/15/55)

“Place” means an open, unoccupied space, other than a street or alley, permanently reserved as the principal means of access to abutting property. (Ord. 38 (part), 3/15/55)

“Private Recreational Areas” means any usable open space or recreational facility available for use by all of the site’s residents. (Ord. 38.759 (part), 4/2/02)

“Property” means all real property and fixtures, including, but not limited to, parking lots, sidewalks, gutters, driveways, walkways and any building and structure located on such property. (Ord. 124.27 (17) (part), 8/2/05)

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“Public Right-of-Way” as defined in Chapter V-500-1.3 of the Milpitas Municipal Code, “public right-of-way” shall mean the full width of the right-of-way of any street, as defined in the California Vehicle Code used by the general public, whether or not such street has been accepted as and declared to be part of the City system of streets, including streets forming a part of the State Highway System. “Public right-of-way” also includes easements where the City is the grantee of the easement and property owned by the City of Milpitas or the Milpitas Redevelopment Agency and any public park, trail, or right-of-way within the City of Milpitas. (Ord. 124.27 (17) (part), 8/2/05; Ord. 38.761 (part), 5/20/03)

“Public Use” means a use intended to serve the whole city and/or region and operated by a public institution or entity. Such uses have the purpose primarily of serving the general public and include public schools, recreational facilities, government housing, government clinics, and the like. (Ord. 124.27 (17) (part), 8/2/05; Ord. 38.761 (part), 5/20/03)

Q

“Quasi-Public Use” means a use intended to serve the whole city and/or region and are operated by a private, non-profit, educational, religious, recreational, or charitable, and having the purpose primarily of serving the general public. Such uses include religious facilities, private schools, community theaters, community and club organizations, private hospitals, places of assembly and the like. (Ord. 124.27 (17) (part), 8/2/05; Ord. 38.761 (part), 5/20/03; Ord. 38.760 (2), 9/17/02)

R

“Recreation or Entertainment Facility” means a commercial establishment (indoors or outdoors) where patrons can actively participate in entertainment or recreation activities either independently or in conjunction with other uses. Ord. 38.795 (part), 4/6/10

“Recyclable Material” means reusable material including but not limited to metals, glass, plastic and paper, which are intended for reuse, remanufacture, or reconstitution for the purpose of using the altered form. Recyclable material does not include refuse or hazardous materials. Recyclable material may include used motor oil collected and transported in accordance with the California Health and Safety Code. (Ord. 38.761 (part), 5/20/03; Ord. 38.629 (A) (part), 10/27/87)

“Recyclable Processing Facility” means a building or space used for the collection and processing of recyclable materials. Processing means the preparation of material for shipment by such means as baling, briquetting, compacting, flattening, grinding, crushing, sorting, shredding, cleaning and remanufacturing. (Ord. 38.629 (A) (part), 10/27/87)

“Research and Development (R and D) Uses” means one or more buildings which feature a combination of offices, manufacturing, assembly, warehousing, distribution, laboratories and clean rooms, and ancillary uses such as cafeterias and employee fitness facilities. (Ord. 38.708 (1), 8/6/96)

“Restaurant” means an establishment in which the principal use is the preparation and sale of food and non-alcoholic beverages. If approved, the service of alcoholic beverages is incidental to the principal use.

1. **“Drive-in”** means a restaurant that delivers prepared food and/or beverages to customers in motor vehicles, regardless of whether or not it also serves prepared food and/or beverages to customers who are not in motor vehicles, for consumption either on or off the premises.
2. **“Drive-thru”** means a restaurant which includes one (1) or more drive-through lanes for the ordering and receipt of foods and/or beverages by patrons remaining in their vehicles.

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3. **“Fast-food”** means a restaurant that offers quick food service, which is accomplished through a limited menu of items already prepared and held for service, or prepared. Orders are generally not taken at the customer’s table, and food is generally served for consumption either on or off the premises. For the purposes of parking requirements, the ordering or take-out area is defined as the counter and the area between the counter and the main entry to the establishment.
4. **“Take-out”** means a restaurant where foods and/or beverages are sold directly to the customer in a ready-to-consume state for consumption off site with no seats onsite. For the purposes of parking requirements, the ordering or take-out area is defined as the counter and the area between the counter and the main entry to the establishment. (Ord. 38.795, 4/6/10)

“Retail stores, General merchandise” means retail trade establishments selling lines of merchandise. These stores and lines of merchandise include:

1. Art supply;
2. Antiques;
3. Bakeries (retail only);
4. Bicycles;
5. Candy stores;
6. Clothing and accessories;
7. Collectables;
7. Fabrics and sewing supplies;
8. Gifts (novelties and souvenirs);
9. Hobby materials;
10. Jewelry;
11. Luggage and leather goods;
12. Music stores;
13. Sporting goods and equipment;
14. Toys and games;
15. Variety stores;
16. Video rentals and sales. (Ord. 38.795, 4/6/10)

“Reverse Vending Machine” means an automated mechanical device which accepts at least one or more types of empty beverage containers including, but not limited to aluminum cans, glass and plastic containers, and issues a cash refund or a redeemable credit slip. A reverse vending machine sorts, and processes containers mechanically provided that the entire process is enclosed within the machine. In order to accept and temporarily store all three container types in a proportion commensurate with their relative redemption rates, and to meet the requirements of certification as a recycling facility, multiple grouping of reverse vending machines may be necessary.

A bulk reverse vending machine is a reserve vending machine that is larger than fifty (50) square feet; is designed to accept more than one container at a time; and will pay by weight instead of by container. (Ord. 38.629 (A) (part), 10/27/87)

S

“Satellite Dish Antenna or Satellite Antenna” means any device incorporating a reflective surface that is solid, open mesh or bar configured to form a shallow dish, cone, horn or cornucopia used to transmit and/or receive electromagnetic signals. This definition includes antennas that are sometimes called “SES,” “TVRO,” “TVBS,” and “DBS.” (Ord. 38.761 (part), 5/20/03)

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“School: Elementary, Middle, or High” means an institution which offers instruction in the several branches of learning and study required to be taught in the public schools by the Education Code of the State of California. (Ord. 38.710 (part), 8/6/96: Ord. 38 (part), 3/15/55)

“School, trade and vocational” means an establishment where training is received to learn a particular trade or craft that involves skilled labor. Trades and crafts include but are not limited to the various construction trades, auto mechanics, machining, HVAC installation/repair/maintenance and similar trades and crafts. (Ord. 38.795, 4/6/10)

Setback. See “Yard.” (Ord. 38.761 (part), 5/20/03)

Signs. For purposes of Section XI-10-24, Sign Regulations, of this Chapter, the following definitions shall apply:

1. **“Abandoned Signs”** means any sign used for advertising or other purposes where the business it advertised or the use or event it supported has ceased operation for or occurred more than ninety (90) days prior to the sign's posting.
2. **“Abate”** means to repair, replace, remove, destroy or otherwise remedy the condition in violation of this Chapter.
3. **“A-Frame Sign”** means and include a sign that is portable, is capable of standing without support or attachment, and folds open in the form of an “A” or “sandwich-board”.
4. **“Ancillary services sign”** means a sign displaying ancillary services such as smog services, lotto, or that represent trade affiliations, such as credit card services, or other similar services and not for the purpose of displaying products being sold.
5. **“Approved Plastics”** means those materials specified in the U.B.C. Standard No. 52-1 which have a flamespread rating of 225 or less and a smoke density not greater than that obtained from the burning of untreated wood under similar conditions when tested in accordance with U.B.C. Standard No. 42-1 in the way intended for use. The products of combustion shall be no more toxic than the burning of untreated wood under similar conditions.
6. **“Architectural Sign”** means and include a sign used for advertising purposes which constitutes an integral part of a roof or marquee and is designed with an intent and purpose to relate to the architectural style of the main building.
7. **“Area Identification Sign”** means and include a permanent sign which serves to identify an area.
8. **“Awning sign”** means any sign or graphic attached to, painted on or applied to an awning or canopy.
9. **“Balloon Sign”** means and include any large [over three (3) cubic feet in size] inflatable hot/cold air or helium balloon that is used as an advertising device for any business or promotional event.
10. **“Banner Sign”** means and include a temporary sign composed of lightweight, flexible, non-rigid material either enclosed or not enclosed in a rigid frame.
11. **“Blade Sign”** means a pedestrian oriented sign, adjacent to a pedestrian walkway or sidewalk, attached to a building wall, marquee, awning or arcade with the exposed face of the sign in a plane that is perpendicular to the plane of the building wall.

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12. **“Building Perimeter”** means the total exterior wall length for any and all buildings intended for human occupancy, as measured at the ground elevation. No second story or subsequent upper story areas shall be considered as a part of this calculation.
13. **“Canopy Sign”** See awning sign.
14. **“City Identification Sign”** means and include a sign placed at the point of entry to the City of Milpitas for the purpose of informing a person that they are entering the City of Milpitas.
15. **“Construction Sign”** means and include a sign placed on the property where site work, building construction and/or a tenant improvement within an existing building is in progress. The sign may denote that a business will be opening soon, the opening date, names of the architect, engineer, contractor, future business and lending agency.
16. **“Directional Sign”** means a sign which guides and directs motorists to a specified destination in the most direct manner possible.
17. **“Display Surface”** means the area made available by the sign structure of building surface for the purpose of displaying the advertising message.
18. **“Electric Sign”** means any sign containing electrical wiring, but not including signs illuminated by an exterior light source.
19. **“Erect”** means to build, construct, attach, hang, place, suspend or affix.
20. **“Exposed raceway”** means an enclosure or conduit that is used to conceal wiring for a lighted sign and is visible from any elevation, typically located between the sign and the building to which the sign is attached.
21. **“Flag”** means a visual device with no commercial copy, usually rectangular in shape and made of a cloth material suspended by, or attached to, a pole or post and may be raised or lowered.
22. **“Flag sign”** means a visual display device with commercial copy, usually rectangular in shape and made of a cloth material suspended by, or attached to, a post or pole and may be raised and lowered.
23. **“Freestanding Sign”** means a sign which is supported by one or more uprights, poles, or braces in or upon the ground, or partially supported and attached to any building, other structure or foundation on the ground.
24. **“Garage Sale Sign”** means a sign used primarily for the purpose of advertising a “garage sale” and/or “yard sale” at a residence.
25. **“Grand Opening Sign”** means and include banners, pennants, flags, balloons, and similar advertising devices when used only for bona fide grand-opening functions, new ownership, name change or the reopening of a business that has completely closed for remodeling for at least two weeks.
26. **Graphic Panel, Freestanding.** Freestanding graphic panel means a freestanding sign located within five (5) feet of the main building wall, which relates to the architecture of the building and depends primarily on a graphic image for delivering its advertising message. Graphic panels do not count as freestanding signs. The display area on graphic panels counts towards overall sign area.

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28. **“Impact Resistive Plastic”** means any plastic material capable of resisting fifty (50) foot pounds of force as tested in accordance with ANSI/UL 972 Multiple Impact Test or any similar test procedure.
29. **“Information Sign”** means and include signs providing courtesy information or direction to the public without advertising the business products or services such as hours, entrance, exit, self-serve, credit cards, restrooms, telephone drive-up, or which serves to direct motorist and pedestrians on private property.
30. **“Joint Use Sign”** means and include a freestanding sign for a commercial district under multiple ownerships where freestanding signs for each parcel for which signage is desired is infeasible. The commercial district shall be characterized by close proximity of the businesses and small parcel size. A common parking field and common vehicular circulation are encouraged.
31. **“Logo”** means a trademark or symbol of an organization which is registered with the federal or State government and consistently used in conducting the business activities of said organization.
32. **“Marquee”** means a permanent roofed structure, attached to, and support by the building and projecting beyond the main building.
33. **“Multi-use Structures”** means any commercial, industrial, quasi-public, or agricultural farm products sales use, containing five (5) or more stores or businesses on a single parcel of land.
34. **“Mural”** means a display or illustration painted on a building or wall within a public view not intended to advertise a product, service or business, and therefore is not considered a sign.
35. **“Mural sign”** means a display or illustration painted on a building or wall intended to advertise a product, service or business.
36. **“Noncombustible Material”** means any material which will not ignite at, or below a temperature of one thousand two hundred (1,200) degrees during an exposure of five (5) minutes, and which will not continue to burn or glow at that temperature. Tests shall be made as specified in U.B.C. Standard No. 4-1.
37. **“Nonstructural Trim”** means the molding, battens, capping, nailing strips, latticing, cutout, or letters and walkways which are attached to the sign structure.
38. **“Off-site Advertising Display”** means any sign that advertises or informs about a business organization, event, goods, products, services or uses not available on the property upon which the sign is located.

The term Off-site Advertising Sign does not include Joint Use Sign, Temporary Tract Advertising Signs for subdivisions under construction in the City, Open House Directional Signs, Garage Sale Signs, ~~Off-site Directional Church/Religious Assembly/Institutional Signs~~, Off-site Public Information Signs, and off-site directional signs for purposes of identifying regional shopping centers per Section ~~XI-30-4.024~~ of this Chapter.

~~“Off-site Directional Church/Religious Assembly or Religious Institutional Sign” means and include signs erected by the City within the public right-of-way for the purpose of identifying the church/religious assembly or institution. (Ord. 124.27 (2) (part), 8/2/05)~~

39. **“Off-site Directional Sign”** means any sign that provides direction to retail, community and cultural events not available on the property upon which the sign is located.

The term Off-site Directional Sign does not include Garage Sale Signs, Joint Use Signs, Official City or City-sponsored signs, Off-site Directional Signs identifying regional shopping centers, Off-

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site Public Information Signs, Open House Directional Signs, and Temporary Tract Advertising Signs, for subdivisions under construction in the City.

39. **“Off-site Public Information Sign”** means a sign that is placed proximate to a major city entry on privately owned property that is used to provide non-advertising information and/or identification symbols or plaques to the public for civic organizations, service clubs or other quasi-public uses and is erected within the public right-of-way. (Ord. 124.27 (2) (part), 8/2/05)
40. **“Open House Directional Sign”** means a sign, no larger than six (6) square feet in sign area per side, used primarily for the purpose of directing traffic to a house being offered for sale or lease.
41. **“Other Advertising Structure”** means any device erected or used for the same purpose as a sign, whether erected or used:
 - a. Exclusively for advertising purposes, upon which any poster bill, printing, painting device or other advertisement or identification of any kind whatsoever may be placed, posted, painted, fastened or affixed.
 - b. Exclusively for advertising purposes and including any spectacle, display or advertising statutory.
41. **“Permanent Sign”** means every sign except temporary sign as defined herein.
42. **“Political Sign”** means a sign which is designated to influence the action of the voters, and election or defeat of a candidate for the nomination or election to any public office or a measure appearing on the ballot at any national, state, district or local election.
43. **“Portable”** means an object that is capable of being borne or carried, easily transported, or conveyed without difficulty.
44. **“Portable Sign”** means and include a sign that is portable and capable of being borne or carried, easily transported, or conveyed without difficulty, is capable of standing without support or attachment, is unattached to any structure, and is used for advertising purposes.
45. **“Projection”** means the distance by which a sign extends over public property or beyond the building line.
46. **“Projecting Sign”** means a sign other than a wall sign which projects from and is supported by a wall of a building or structure.
47. **“Public Information Sign”** means a sign erected for the sole purpose of displaying advertising for community activities and/or identification symbols or plaques for civic organizations or service clubs.
48. **“Public Street Frontage”** means a publicly owned street immediately adjacent to the parcel, for purposes of sign area and height calculations. Public streets for which the parcel does not have access rights are not included for purposes of any sign calculations.
49. **Raceway.** See "exposed raceway."
50. **“Regional Shopping Center”** means any commercial development on one (1) or more parcels of land which are contiguous or across from a right-of-way which contains a gross land area of at least thirty (30) acres or a gross building area of at least 200,000 square feet. Current regional shopping centers are McCarthy Ranch Marketplace, the Town Center shopping center, and the Great Mall and its out-parcels zoned General Commercial.

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51. **“Roof Sign”** means a sign erected upon or above a roof or a part of a parapet of a building or structure.
52. **“Scoreboard Sign”** means a sign located on scoreboard structures located in an adult or youth outdoor playing field on public property and shall be for products or businesses available to persons of all ages.
53. **“Shopping Center”** means any commercial development containing five (5) or more stores or businesses on one (1) or more parcels of land operating as an integrated use and having a gross parcel area of five (5) or more acres.
54. **“Shopping Center Identification Sign”** means a sign located on the site of a shopping center or regional shopping center that states the name of the shopping center or regional shopping center.
55. **“Sign”** means every announcement, declaration, demonstration, display, illustration insignia, surface or space when erected or maintained out of doors in view of the general public for identification, advertisement or promotion of the interests of any person.
56. **“Sign Area”** means the area of a sign to be calculated that includes all lettering, wording, and accompanying designs or symbols, together with any background of a different material or color than the remainder of the wall of the building to which is affixed or upon which it is painted. In the case of a freestanding sign, the supports or uprights on which any sign is supported should not be included in determining the sign area unless such supports or uprights are designed in a manner as to form an integral background of the sign.

Where the sign consists of individual letters or symbols, the area shall be considered to be that of the smallest rectangle, circle, square, or triangle which can be drawn to encompass all of the letters.
Provided however, that where such individual type letters or symbols are separated more than thirty-six (36) inches from each other, those letters or symbols shall be calculated separately.

If the sign has more than one (1) advertising surface, the sum of all the areas of all such surfaces shall be the area of the advertising surface of such sign except that, if two (2) surfaces on the same face in opposite directions (i.e., the relative angles between the directions they face is 180 degrees) and the distance between such two (2) surfaces is not more than twenty-four (24) inches, then the area of only one of the two surfaces (the largest if they are not equal) shall be included in the computation.
57. **“Sign Program”** means a specific set of design standards established for the purpose of unifying a variety of signs associated with a multitenant or multiuse project, building or complex of buildings.
58. **“Sign Surface”** means the surface of the sign upon, against or through which the message is displayed or illustrated.
59. **“Snipe sign”** means temporary or portable signs advertising events that are fastened to fences, trees, utility poles or other structures or fixtures and also including signs on sticks stuck in the ground and usually found off-site. These do not include real estate, political or open house signs.
60. **“Statuary Sign”** means statuary used for advertising purposes or representing the logo of a business.
61. **“Temporary Sign”** means any sign, banner, flag, valance, pennant, streamer, whirligig or advertising display, constructed of cloth, canvas, fabric, cardboard, plywood or other light material

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with or without a frame, whether attached or portable, and designed or intended to be displayed for a short period of time.

62. **“Temporary Promotional Sign”** means any temporary Balloon Signs, banners, and similar advertising devices when used only for special promotional events.
63. **“Temporary Tract Advertising Sign”** means a uniformly designed sign which advertises a residential development.
64. **“Vehicle-Mounted Sign”** means a sign, used for the purpose of advertising, larger than three (3) feet by three (3) feet mounted on, attached to or capable of being borne or carried, easily transported or conveyed without difficulty by a vehicle, where that vehicle is parked on public or private property. This definition does not include signs on delivery vehicles in the act of making a delivery or signs on vehicles parked on residential driveways or public streets.
65. **“Wall Sign”** means any sign painted on, attached to or erected against the wall of a building or structure.
66. **“Window Sign”** means any sign painted, attached, glued or otherwise affixed to the interior or exterior surfaces of a window or suspended or located within three (3) feet of the window for the primary purpose of being visible from the exterior of the building.

“Single Household Unit” means the functional equivalent of a traditional family, whose members are a non-transient interactive group of persons jointly occupying a single dwelling unit, including the joint use of common areas which are not compartmentalized, such locked cabinets or doors. A single housekeeping unit shall be limited to one (1) kitchen and shall have permanent internal access to all rooms within the dwelling unit, except as provided for Second Family Units. (Ord. 38.763 (2), 4/20/04)

Slope. Same as "Natural Land Slope." (Ord. 38.355, 9/16/75)

“Special events and activities” means any temporary event or activity sponsored by a business, shopping center or organization which is held outside the confines of a permanent building. (Ord. 38.795, 4/6/10)

“Specific plan” means a detailed plan for the development of a specific area. Specific plans are a significant tool to implement the General Plan. A specific plan documents the proposed distribution, location, extent and intensity of major components of public and private transportation, sewage, water, drainage, solid waste disposal, energy, parks and other essential facilities proposed to be located within or needed to support the land uses described in the plan, as well as implementation and financing methods and added benefits to the City as a whole.

Stable, Private. “Private stable” means a detached accessory building for the keeping of horses owned by the occupants of the premises and not kept for remuneration, hire or sale. (Ord. 38 (part), 3/15/55)

Stable, Public. “Public stable” means a stable other than a private stable. (Ord. 38 (part), 3/15/55)

“Story” means that portion of a building included between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between such floor and ceiling next above it. (Ord. 38 (part), 3/15/55)

Story, Half. “Half story” means a story under a gable, hip or gambrel roof, the wall plates on which on at least two (2) opposite exterior walls are not more than four (4) feet above the floor of such story. (Ord. 38 (part), 3/15/55)

“Street” means a permanently reserved thoroughfare which affords principal means of access to abutting property. (Ord. 38 (part), 3/15/55)

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“Structure” means anything constructed or erected, which requires location on the ground or is attached to something having a location on the ground. (Ord. 38 (part), 3/15/55)

T

“Townhouses” mean dwelling units that are attached at their sides in groups of three or more and are sited on individual lots with vehicular access from driveways. Private rear yards or patios and common open space may be part of a townhouse development. (Ord. 38.759 (part), 4/2/02)

Trailer, Automobile. “Automobile trailer” means a vehicle without motive power designed to be drawn by a motor vehicle and to be used for human habitation or for carrying persons and property, including a trailer coach or house trailer. (Ord. 38 (part), 3/15/55)

“Tri-laminate Asphalt Composition” means an asphalt composition roof material that is comprised of three layers of tile adhered together to create one shingle and when installed overlap with another row of three-layered tile for a total minimum thickness of 7/8 inches. (Ord. 38.761 (part), 5/20/03)

“Tutoring Centers” means facilities offering academic instruction to individuals or groups in a classroom setting. (Ord. 38.761 (part), 5/20/03)

U

“Unreasonable Period of Time” means not less than thirty (30) calendar days following notification by the City to the owner/occupant pursuant to this chapter that the property is in violation of this Chapter. The City Manager, upon a finding that the violation in question constitutes a threat to the health and safety of any person may designate a time period of thirty (30) calendar days or less upon notice to the owner/occupant to abate the nuisance. Prior notice shall not be required for summary abatement pursuant to this chapter. (Ord. 124.27 (18), 8/2/05)

“Usable Open Space” means any open space, the smallest dimension of which is at least six (6) feet and which is not used as storage or for movement of motor vehicles. Yards abutting a public street, which are not adequately screened for privacy, in the opinion of the Planning Commission, shall not qualify as usable open space. (Ord. 38.759 (part), 4/2/02)

“Use” means the purpose for which land or a building is arranged, designed or intended, or for which either land or building is or may be occupied or maintained. (Ord. 38 (part), 3/15/55)

V

“Vehicle Oriented Window Service Facility” means any component or part of a building or structure which attracts or invites persons in motor vehicles to drive their vehicles upon the premises, and which is used to conduct business or used for the purpose of selling merchandise from the inside of said building to the occupants of motor vehicles. (Ord. 38.395, 9/20/77: Ord. 38 (part), 3/15/55)

“Video Sales and Rental Store” means any place of business which includes the sale or rental of prerecorded video tapes, laser discs, compact discs, or any other medium which projects pictures on a screen. (Ord. 38.697 (1) (part), 12/20/94)

W

Wireless Communications Facilities Definitions. For the purposes of wireless communications facilities, the following definitions shall apply:

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1. **“Commercial Wireless Communication Facility”** means a wireless communication facility operated by a for-profit business or for-profit purposes. See by contrast, “Noncommercial wireless communication facility”.
2. **“Noncommercial Wireless Communication Facility”** means a wireless communication facility operated by a government agency, a nonprofit organization, a for-profit business for non-profit purposes or a private citizen for personal use. It includes all amateur radio facilities. See by contrast, “Commercial wireless communication facility.”
3. **“Stealth Wireless Communications Facility”** means any antenna designed to be architecturally integrated into a building that is architecturally consistent with the building design. Examples include a steeple, cupola or tower element on a building and do not include flag poles, monopoles or other structures designed to house antennae and resemble natural features.
4. **“Wireless Communication Facility”** means the equipment and associated structures needed to transmit and/or receive electromagnetic signals. A wireless communication facility typically includes antennas, supporting structures (including, but not limited to, monopoles, utility structures, buildings and accessory structures), enclosures and/or cabinets housing associated equipment, cable, access roads and other accessory development.

Y

“Yard” means an open space, other than a court, on a lot, unoccupied and unobstructed, except by eaves, from the ground upward, except as otherwise provided in this Chapter. Where applicable, yards shall be measured perpendicularly from the property line to the face of the nearest exterior wall of any main building, except as otherwise provided in this Chapter (See Section 55.04.11). Setback shall be synonymous with yard. (Ord. 38.761 (part), 5/20/03: Ord. 38 (part), 3/15/55)

Yard, Front. “Front yard” means a yard extending across the full width of the lot, the depth of which is the minimum horizontal distance between the front lot line and a line parallel thereto on the lot. (Ord. 38 (part), 3/15/55)

Yard, Rear. “Rear yard” means a yard extending across the full width of the lot between the most rear main building and the rear lot line; the depth of the required rear yard shall be measured horizontally from the nearest point of the rear lot line toward the nearest exterior wall of the main building. (Ord. 38.761 (part), 5/20/03: Ord. 38 (part), 3/15/55)

Yard, Side. “Side yard” means a yard between the main building and the side lot line extending from the front yard, or front lot line where no front yard is required, to the rear yard; the width of the required side yard shall be measured horizontally from the nearest point of the side lot line toward the nearest exterior wall of the main building. (Ord. 38.761 (part), 5/20/03: Ord. 38 (part), 3/15/55)

Z

Zone. See “district.”

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SECTION 24 SIGNS

- 24.01 Purpose and Intent
- 24.02 Administration
- 24.03 General Regulations
- 24.04 Signs Subject to Review
- 24.05 Special Regulations
- 24.06 Exempt Signs

24.01 Purpose and Intent.

The purpose and intent of this section is to provide for regulation of all signs which are publicly displayed in the City of Milpitas. It is recommended that the safety of pedestrians and vehicles, protection against fire, and the enhancement of the outward appearance of the community are important factors in the general welfare of the people, and that accordingly reasonable control of such signs by ordinances is in the public interest.

24.02 Administration

A. Relationship to Other Applicable Documents including Local and State Regulations. In addition to the provisions discussed in this chapter, there are other City and State regulations that may also apply depending on the specific sign and/or its location. These other regulations include, but are not limited to, the State Highway Code, Business and Professions Code, and Civil Code, and any applicable specific plan. The applicable specific plan may include additional sign standards and regulations beyond those of this chapter. If the specific plan is silent regarding certain sign standards, the regulations of this chapter shall prevail. Uniform Building and National Electrical Codes may also apply, when Building and Electrical Permits are required.

The provisions of this Chapter are in addition to other requirements of the ordinances of the City of Milpitas and Milpitas Municipal Code imposed upon signs including, but not limited to, the requirements of the following (and amendment thereto):

Ordinance No.	Chapter	Title	Common Name
65	1	II	Building Ordinance

- B. Sign Violations.** Violations of this section shall be subject to the provisions of Section XI-10-63, Enforcement, of this Chapter.
- C. Clarification of Ambiguities/Interpretations.** If ambiguity arises within the meaning and intent of this chapter, or if ambiguity exists with respect to any standards, requirements or enforcement as set forth herein, the ambiguity shall be resolved in accordance with Section 61, Interpretations, of this chapter.

24.03 General Regulations

- A. Purpose and Intent.** The purpose of these general regulations is to define the parameters for design, size, height and location of signs. The requirements related to the number, design type and size of signs outlined in this chapter are intended to be maximum standards which do not necessarily ensure compatibility with building architecture, the neighborhood and the community appearance. Consideration shall be given to the sign's relationship to the overall appearance of the subject property and surrounding area.
- B. Maximum Permissible Sign Area.** The following prescribes the maximum permissible sign area for projects located within the city. Please refer to Section XI-10.24.04, Special Regulations, of this

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chapter for unique circumstances such as shopping centers, regional shopping centers, town center district, sign programs and off site advertising displays.

1. **Maximum Sign Area in Non-Residential Zones.** The maximum permissible total sign area for commercial, industrial, mixed use, institutional and agricultural zoning districts will conform to the following standard:
 - a. The total aggregate area of all signs permitted on any building site or property shall not exceed one (1) square foot of sign for each two (2) lineal feet of building perimeter on the subject parcel or not exceed two (2) square feet of sign for each one (1) lineal foot of public street frontage, at the applicant's discretion.
 - i. For buildings or uses containing more than one (1) business, the allowable sign area as defined in Section (1) above shall be:
 - (1) Distributed to each business proportionately to the floor area of the subject business to the total floor area for all leasable structures on the parcel or site; or
 - (2) Distributed to each business proportionately to the building façade of the subject business by one (1) square feet of sign area per one (1) lineal feet of adjacent building façade oriented towards a property line of a site or common parking area.
 2. **Maximum Sign Area in Residential Zones.** Sign area in Residential Zones shall comply with the following requirements:
 - a. **Single Family Residential Zones:** Permanent signs erected for the purpose of announcements or nameplates shall not exceed one (1) square foot.

Exception: House numbers, street names and warning signs pursuant to Section XI-10-24.06, of this Chapter.
 - b. **Multiple Family Residential Districts:** Permanent signs erected for permitted uses shall not exceed ten (10) square feet.
 - c. **Conditional Uses in any Residential Zone** shall be allowed sign area not exceeding one (1) square foot of sign area for each three (3) lineal feet of public street frontage, provided, however, that this sign area shall not, in any case, exceed a maximum of either thirty-two (32) square feet for Valley Floor Residential Zones or twenty-four (24) square feet in the designated Hillside Overlay.
 3. **Limitations on Public Street Frontage.** Public street frontage with non-access rights or no immediate direct access, such as flood control channels, but excluding landscaped planter areas, shall not be included in computing public street frontage for purposes of sign area calculations. Refer to Section XI-10-24.05(D), Regional Shopping Centers, of this Chapter for additional information relating to regional shopping centers unless permitted pursuant to a sign program.
 4. **Sign area deducted from total per sign.** Any square footage of a sign shall be deducted from the total maximum permissible sign area allowed for the site, unless otherwise specified or exempted in this Chapter.
- C. Design Guidelines.** In considering the appropriateness of the design proposed for any sign as provided in this Section, the following criteria shall be utilized by the Planning Commission, Planning Commission Subcommittee and Planning staff:

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1. Appropriateness of sign. The following factors shall be considered in the review of the design of each proposed sign:
 - a. The relationship of the sign to the space on the building where the sign is to be located.
 - b. Relationship of the location of the sign to all facades of all buildings on the site.
 - c. Compatibility of materials, architecture, design, and continuity with other signs on the building.
 - d. Illumination of the sign as it relates to other signs on the subject building, other light sources, competition and interference of light sources and intrusion of light into residential areas.
 - e. Visibility and legibility (letter height and legibility, contrast-background relationship, placement and location).
 - f. Impact on other immediate signs in terms of visibility, legibility, and scale.
 - g. Traffic conditions, including but not limited to, traffic safety and circulation, visibility, road width, curb cuts, or driveway indentations, median, proximity of major intersections, signals or stops, average traveling speed or any other natural physical obstruction.
 - h. The proximity of the sign to residential districts.
 - i. Relationship of the height of the sign to the height of the building at that location.
 - j. Quantity of other signs in the vicinity of the subject sign on or off of the subject parcel.
 - k. Impact on visibility of other signs in the vicinity of the subject sign.
 - l. Other such factors that the discretionary decision-making body and/or Planning staff shall determine as relating to the impact of the sign to the general environment.

D. Specific Design Guidelines. Each proposed sign shall be reviewed for conformity to the following criteria:

1. The sign shall relate to the architectural design of the building. An attractive scale between the sign, the building and the immediate surrounding buildings and signs shall be maintained.
2. Signs should be an integral part of the design of the storefronts of mixed-use buildings.
3. To the extent feasible, a sign shall be graphic with design emphasis on simplicity, style, trademark, business identification and symbol. Wording shall be an integral part of the overall design.
4. Signage shall not obstruct pedestrian circulation.
5. While bilingual signs are allowed, the size of English lettering should be at least equal to the size of letters of another language.
6. The business name and address shall be displayed on the tenant space if located in a multi-tenant building or on the building or property for a single occupant building.
7. Lighting

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- a. All light sources shall be adequately diffused or shielded.
- b. Bare lighting sources, such as neon, bare fluorescent tubes, incandescent bulbs, light emitting diodes (LED) and similar devices are not permitted except pursuant to Site Development Permit approval, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter.

8. Construction

- a. The sign's supporting structure shall be as small in density and as simple as is structurally safe.
- b. Sign letters and materials should be professionally designed and fabricated.
- c. Multiple signing on a single-faced building shall be reviewed for coordination of all signs architecturally and aesthetically.
- d. Exposed transformers are prohibited.
- e. Exposed conduit and tubing must be mitigated so that they are inconspicuous.

9. Materials

- a. Sign faces should be constructed of non-brittle, non-yellowing Polycarbonate material or superior.
- b. Signs should be constructed using high-quality materials such as metal, plastic, stone and wood.
- c. Impact Resistive Plastic
 - i. Impact Resistive Plastic shall be used on all internally illuminated signs utilizing plastic sign faces.
 - ii. Whenever a plastic internally illuminated sign face, advertising copy or message becomes damaged and is to be replaced; said sign face shall be replaced with a sign face constructed of impact resistive plastic, as defined herein.
- d. Signs in the Hillside (-H) Overlay District.
 - i. Any sign over one (1) square foot in area shall be constructed of either wood or masonry materials. Incised lettering or individual letters, numbers, symbols, etc., of a metallic material mounted on said wood or masonry structure is permitted. Furthermore, all such lettering may only be illuminated by external or indirect means.

E. Prohibited Signs and Elements of Signs. The following signs, or signs which contain the following elements, are prohibited:

- 1. Abandoned Signs. Abandoned Signs shall be removed within 90 days after the business the sign advertised has ceased as follows: Removal shall involve elimination of all sign copy. In addition, if the sign was mounted on a building, the building facade shall be restored to its original state to the best extent possible.
- 2. A-Frame Signs. Any A-Frame Sign with the exception of public service signs and open house directional signs.

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3. Blinking, Flashing Lights. Any sign having blinking, flashing or fluttering lights, or any other illuminating device which has a changing light intensity, brightness or color.
 - a. Exceptions: The following signs may be allowed with blinking, flashing elements when:
 - i. Approved pursuant to Section XI-10-24.05(G), Off Site Advertising Displays Adjacent to Interstate Highways and State Routes, of this Chapter; or
 - ii. Approved pursuant to a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this Chapter.
4. Off-Site Advertising Displays. Any sign as regulated by Section XI-10-24.03(F), Prohibited Off-Site Advertising Signs, of this Chapter.
5. On Public Property. Any sign located on public property as regulated by Section XI-10-24.03(G), Advertising on Public Property, of this Chapter.
6. Other Advertising Structure as defined in Section XI-10-2.03, Definitions, of this Chapter.
7. Portable Signs.
 - a. Exceptions: Public service signs and open house directional signs.
8. Privately-owned signs resembling Traffic Signs. Any privately-owned sign resembling any public directional sign or traffic control device.
9. Reflective Signs. Any sign using colors that contain reflective properties.
10. Rotating or Moving Signs. Any sign which revolves, rotates, moves in any manner or creates the illusion of movement or rotation, or has any visible moving, revolving or rotating surfaces or parts, is held and/or moved by a human being or animal.
11. Roof Sign or Signs Extending Above Roof Ridge. Any Roof Sign or sign, which is placed on, above or attached to any building roof (above the gutter line); above or on top of any marquee; or on, above, made a part of or attached to any parapet.
12. Signs that are a Traffic Hazard. Any sign, which creates a traffic hazard to operators of motor vehicles or any sign, which obstructs or interferes with a motorist's vision.
13. Sound or Odor Emitting Signs. Any sign designed for emitting sound, odor or visible matter.
14. Statuary Signs. Statuary when used for advertising purposes.
15. Temporary Signs.
 - a. Exceptions: Construction signs, Garage Sale signs, Grand-Opening signs, Open House Directional signs, Temporary Promotional and Temporary Tract Advertising Signs.
16. Vehicle-Mounted Signs. Vehicle-Mounted Signs where the vehicle is:
 - a. Not legally registered;
 - b. Not operable;

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- c. Not parked within the confines of a striped parking space approved by the City of Milpitas, a residential driveway or residential street; or
- d. Parked within the confines of a striped parking space approved by the City of Milpitas or a city street for more than 72-hours.

F. Prohibited Off-site Advertising Displays. All signs shall be erected only upon the site occupied by the persons or business sought to be identified or advertised by such signs. It is the intent of this limitation to prohibit the use of exterior signs for the general advertisement of products, services or other matters having no relation to the site upon which they are placed. Signs shall not extend over street or other rights-of-way except as provided for elsewhere in this Chapter.

- 1. Exceptions: The following types of off site advertising displays are exempted from this section:
 - a. Off site advertising displays adjacent to interstate highways and state routes. Refer to Section XI-10-24.05(G), of this Chapter.
 - b. Garage Sale Signs. Refer to Section XI-10-24.04(E), of this Chapter.
 - c. Joint Use Signs. Refer to Section XI-10-24.04(C), of this Chapter.
 - d. Official City or City-sponsored signs. Refer to Section XI-10-24.04(C), of this Chapter.
 - e. Off-site directional signs adjacent to roadways other than interstate highways and state routes. Refer to Section XI-10-24.05(I), of this Chapter.
 - f. Off-site Directional Signs identifying regional shopping centers. Refer to Section XI-10-24.05(D), of this Chapter.
 - h. Off-site Public Information Signs. Refer to Section XI-10-24.04(C), of this Chapter
 - i. Open House Directional Signs. Refer to Section XI-10-24.04(E), of this Chapter.
 - j. Temporary Tract Advertising Signs, for subdivisions under construction in the City. Refer to Section XI-10-24.04(E), of this Chapter.

G. Illegal Signs on Public Property or in Public Right of Way

- 1. Prohibition. No merchandise shall be displayed and no person shall mark, post, paste, paint, print, nail, tack, or otherwise fasten or leave a card, banner, handbill, sign, sticker, poster, or advertisement or notice of any kind or cause the same to be done, on any real or personal property including, but not limited to any street, curb, sidewalk, alley, billboard, fence post, tree, pole, hydrant, bridge, real property or personal property or other structure within the corporate limits of the City of Milpitas, except as may be required by law.
- 2. Violation. Any violation of the above named items erected upon public property in violation of the provisions hereof may be removed and destroyed summarily by any City officer or employee. Signs so confiscated may be redeemed within ten (10) days on payment by the owner of costs of removal. The minimum charge for removal of any sign shall be Ten Dollars (\$10.00) per sign. Any sign not claimed within ten (10) days of removal shall become the property of the City.
- 3. Exceptions. Provided further, freestanding open house directional signs and garage sale signs may be placed within the public right-of-way pursuant to Section XI-10-24.04(E), Temporary Signs, of this chapter.

24.04 Signs Subject to Review

A. Purpose and Intent. The purpose of this section is to identify the specific sign standards relating to sign type, sign size, number of signs, height of signs, location of signs, general provisions and the reviews required for permanent and temporary signs.

B. Review and Approval

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1. Site Development Permit or Minor Site Development Permit. A proposed sign may require Minor Site Development Permit and/or Site Development Permit in accordance with this Chapter. Review requirements for a Minor Site Development Permit and a Site Development Permit are included in Section XI-10.57.03, Site Development Permits and Minor Site Development Permits, of this chapter.
2. Permitted signs may be erected or painted upon posts, poles, buildings or structures subject to compliance with the following provisions:
 - a. Hillside (-H) Overlay District and designated historical or cultural resource buildings or sites. The City Council, upon recommendation by the Planning Commission, shall be empowered to approve, conditionally approve or deny any Site Development Permit for any sign(s) proposed in the Hillside district, subject to the provisions of Section XI-10-45.09, Site and Architectural Approval, of this chapter, and for any signs proposed on designated historical or cultural resource buildings or sites, subject to the provisions of Section XI-4-10.00, Permit Procedure, of this Title.
 - b. Sign Program. The Planning Commission shall be empowered to approve, conditionally approve or deny a Site Development Permit application for a sign program(s) pursuant to Section XI-10-24.05(F), Sign Programs, of this Chapter.
 - c. Freestanding signs exceeding six (6) feet. The Planning Commission shall be empowered to approve, conditionally approve or deny freestanding signs exceeding six (6) feet in height, under the provisions of the Site Development Permit.
 - d. Planning Division staff shall be empowered to approve, conditionally approve or deny the following signs, under the provisions of Section XI-10-57.03 with a Minor Site Development Permit, of this chapter:
 - i. Signs which conform to an approved sign program.
 - ii. Signs which replace previously approved building signs, provided sign type, size and location are unchanged, on sites which are not in the Hillside (-H) Overlay District or on designated historical or cultural resource buildings or sites.
 - iii. New building signs for single-tenant structures.
 - iv. Freestanding signs up to six (6) feet in height, as measured from the closest public sidewalk or curb, on sites which are not in the Hillside (-H) Overlay District or on designated historical or cultural resource buildings or sites.

C. Permanent Signs.

1. General Notes. The following general notes shall apply to all signs listed in the following matrix, unless otherwise indicated:
 - a. All signs listed, unless exempted will count towards the total allowable sign area for a site.
 - b. Table XI-10-24.04-1, Matrix of Permanent Sign Types, includes the maximum number signs permitted, maximum size, maximum height, permits required. Special considerations by sign type are included in Section XI-10-24.04(D), Standards for Specific types of Permanent Signs, of this Chapter.
 - c. All signs listed in Table XI-10-24.04-1 shall require a Minor Site Development Permit in addition to any discretionary review required per specific sign type.

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- d. Except as expressly permitted or authorized in this section or deemed similar by the Planning Commission to those signs permitted or authorized pursuant to Section 61, Interpretations, of this chapter, all other signs are prohibited within the City.

**Table XI-10-24.04-1
Matrix of Permanent Sign Types**

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
Ancillary Service Signs			None	Minor Site Development Permit
Architectural Sign				Minor Site Development Permit
Area Identification Sign		Residential: 25 sq. ft. Commercial/ Industrial: 60 sq. ft.		Minor Site Development Permit
Blade Sign	One per elevation of each tenant space.		15 ft. above walkway surface.	Minor Site Development Permit
City Identification Sign.				Minor Site Development Permit & Site Development Permit
Flag Signs	1 per site or building	40 sq. ft. per flag sign		Minor Site Development Permit
Freestanding Sign	1 per each parcel's public street frontage, 1 additional sign for sites with more than 300 ft. of public street frontage		25 ft. max Non-Residential: 1 foot of height for every 8 lineal feet of public street frontage. For any second sign, only the lineal feet in excess of 300 shall be used to determine height. Residential: 1 foot of height for every 25	Signs 6 ft. or less in height: Minor Site Development Permit Signs over 6 ft. in height: Site Development Permit Hillside (-H) overlay: Site Development Permit

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Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
			lineal feet of public street frontage Hillside (-H) overlay: 4 ft.	
Graphic Panel Sign				Minor Site Development Permit
Joint Use Sign	See Freestanding sign.			
Menu Board Sign for Drive Through	2 per site		6 ft.	Site Development Permit
Off-site Public Information Sign				
Citywide program	Determined through the Site Development Permit			Site Development Permit
Quasi-public use				Minor Site Development Permit
Project Identification Sign (Permanent subdivision/ apartment complex (5 or more units)/mobile home park)	See Freestanding sign.			
Projecting Sign	One per business.	Sixteen (16) sq. ft. per side unless increased pursuant to an approval of a Site Development Permit.		Minor Site Development Permit
Public Information Sign				The location, design and size of the sign will be determined through the approval of a Site Development Permit.
Scoreboard Sign		Shall not exceed thirty percent (30%) of the total scoreboard		The Planning Commission may after notice and hearing, permit

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Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Review Required
		area		advertising signs to be located on the scoreboard subject to a Site Development Permit.
Shopping Center Identification Sign	See Section XI-10-24.05(C)			Site Development Permit
Wall Sign				Minor Site Development Permit
Window Sign		Window Signs shall not exceed twenty-five percent (25%) of the contiguous window area.		None

D. Standards for Specific Types of Permanent Signs.

1. Ancillary Service Signs

- a. Must be affixed to building, wall, or window.
- b. Shall be smaller in scale to the tenant signs.
- c. Will not count towards sign area allocated to the site.

2. Architectural Signs

- a. Shall constitute an integral part of a roof or marquee.
- b. Minimum clearance of ten (10) feet from the ground.

3. Area Identification Signs

- a. The materials utilized for sign construction and sign support shall not require extensive maintenance or upkeep.

4. Blade Signs.

- a. The sign shall provide a minimum of eight (8) feet of clearance above the walkway surface below.
- b. Shall be pedestrian oriented only.
- c. The blade sign may project a maximum of four (4) feet from the wall of a building.
- d. Signs shall not be internally illuminated.
- e. Will not count towards sign area allocated to the site.

5. City Identification Signs

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- a. Permanent City identification signs erected on private property do not count toward the maximum sign area limits, nor the maximum number of freestanding signs allowed on a site.
6. Flag Signs
 - a. Will not count towards sign area allocated to site.
7. Freestanding Signs
 - a. Height is measured from grade level of the closest public sidewalk, curb or public street, or in the case of the Hillside (-H) overlay district, from a warped plane parallel to the natural grade.
 - b. Shopping center: Tenants may advertise on any freestanding sign allocated to the center.
 - c. Landscaped planter. Freestanding signs shall be erected in on-site landscaped planter areas and maintained in a neat and healthy manner in perpetuity with vegetation that is appropriate to the site. The planter area shall extend a minimum of three (3) feet from the base of the sign.
 - d. Number of sign panels. A freestanding sign may consist of more than one (1) sign panel provided that all such sign panels are consolidated into one common integrated sign structure.
8. Graphic Panel Signs
 - a. Shall be located within five (5) feet of the main building wall.
 - b. Graphic panels do not count as freestanding signs. The display area on graphic panels counts towards overall sign area.
9. Joint Use Signs.
 - a. Shall be approved pursuant to a Sign Program by the Planning Commission.
 - b. Shall only be approved for a commercial district under multiple ownerships, where freestanding signs for each parcel for which signage is desired, is infeasible.
 - c. The commercial district shall be characterized by close proximity of the businesses and small parcel size. A common parking field and common vehicular circulation are strongly encouraged.
10. Menu Board Sign for Drive Through.
 - a. Menu board and speakers shall be oriented away from residential uses and from public right-of-way.
 - b. Will not count towards sign area allocated to the site.
11. Off-site Public Information Signs.
 - a. Citywide program. May be permitted pursuant to a Site Development Permit when said signs are located proximate to a major entry to the City and on privately-owned property.
 - b. Quasi-public use.
 - i. A quasi-public use may request up to two (2) signs to be located by the City within the public right-of-way.

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- ii. These signs shall only include the name of the use in letters not exceeding four (4) inches in height and an arrow specifying the appropriate direction.
- iii. Requests for such signs shall be made in writing by an authorized representative of the use and shall include the general location desired for said signs.
- iv. The City Manager, or his or her designee, shall determine the precise location and sign design based on good traffic engineering practice, and shall provide for erection of the signs.

12. Projecting Signs.

- a. Clearance. Projecting signs shall have a clearance of eight (8) feet above the ground and fourteen (14) feet above a driveway, alley, or other vehicular accessway.
- b. Location. Projecting signs shall only be located on the middle one-third of the front wall of a building. This requirement may be modified by means of an approval of a Site Development Permit.
- c. Projection Limit. Projecting signs shall not extend from the front wall to which they are attached more than five (5) feet unless modified by an approval of a Site Development Permit.
- d. No such sign shall project into a public right-of-way.

13. Public Information Signs.

- a. Public information signs shall be located at a prominent entry to the City of Milpitas or a significant location in the City where it will be visible to large numbers of citizens.

14. Scoreboard Signs.

- a. Scoreboard signs may be located on scoreboard structures located in an adult or youth outdoor playing field on public property.
- b. Shall be for products or businesses available to persons of all ages.

15. Shopping Center Identification Signs.

- a. Shopping Center Identification Sign [see Section XI-10-24.05(D), Regional Shopping Centers], of this Chapter.

16. Wall Signs.

- a. The area of wall signs shall be determined by Section XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter.
- b. The exposed face of a wall sign shall be installed in a plane parallel to the plane of the wall.

17. Window Signs.

- a. One "open/closed" sign may be placed without counting towards sign area allowed for the business or site.

E. Temporary Signs

- 1. General Notes. The following general notes shall apply to all signs listed in the following matrix, unless otherwise indicated:

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- a. All signs listed, unless noted will not count towards the total allowable sign area for a site.
- b. Table XI-10-24.04-2, Matrix of Temporary Sign Types, includes the maximum number signs permitted, maximum size, maximum height, permits required. Special considerations by sign type are included in Section XI-10-24.04(F), Standards for Specific types of Temporary Signs, of this Chapter.
- c. All signs listed in Table XI-10-24.04-1 shall require a Minor Site Development Permit in addition to any discretionary review required per specific sign type unless specified otherwise.
- d. Except as expressly permitted or authorized in this section or deemed similar by the Planning Commission to those signs permitted or authorized pursuant to Section 61, Interpretations, of this chapter, all other signs are prohibited within the City.

**Table XI-10-24.04-2
Matrix of Temporary Sign Types**

Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Duration	Reviews Required
Balloon Sign	1 per event		50 ft. above grade	Up to 4 times per calendar year. Maximum 30 days per event, 15 days for subsequent displays during year. Minimum 30 days between display occurrences.	Minor Site Development Permit
Banner Sign	1 per elevation	60 sq. ft.		Max 30 consecutive days for 1 st event; max 15 consecutive days for subsequent event Displays shall be interrupted by 30 days. Max 4 permits per calendar year If associated with a remodel, the interruption period may be waived.	Minor Site Development Permit
Construction Sign	2 per street frontage	32 sq. ft.	6 ft. when freestanding	After issuance of building permit and removed	Minor Site Development Permit

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Sign Type	Maximum Number of Signs Permitted	Maximum Size per Sign	Maximum Height per Sign	Duration	Reviews Required
	For tenant improvements: 2 max			upon approval of final occupancy	Site Development Permit if over 6 ft. in height.
Garage Sale Sign	2 per garage sale per intersection	6 sq. ft. per side		Saturdays, Sundays and holidays only	None
Grand Opening Sign	1 per elevation	60 sq. ft.		30 days	Minor Sign Permit
Open House Directional Sign	2 per advertised house per intersection	6 sq. ft. per side		Saturdays, Sundays and holidays only	None
Political Signs		32 sq. ft.	6 ft. from grade		
Temporary Tract Advertising Sign	Major Signs: 6 Minor Signs: 6 Additional signs may be allowed through the Major Sign Permit process, in accordance with Section XI-10-24.04(F)(8)	Major Sign: 32 sq. ft. Minor Sign: 16 sq. ft.	Major Sign: 12 ft. Minor Sign: 6 ft.		Minor Sign Permit & Major Sign Permit for freestanding signs over 6 ft.
Temporary Use Sign	1 per street frontage	32 sq. ft.	8 ft.	To be erected only during the temporary use and taken down upon completion of temporary use.	Minor Site Development Permit & Major Site Development Permit for freestanding signs over 6 ft.

F. Standards for Specific Types of Temporary Signs.

1. Balloon Sign. A balloon sign shall be allowed pursuant to the provisions of a temporary promotional sign for the following:
 - a. Community-wide events (an event that either promotes and/or benefits the entire City and has been approved through the Special Events and Activities process in Section XI-10-13.11(G), of this chapter (such as Art and Wine Festival, Harvest Festival and the like) or when the City has authorized a public street closure for an event).

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- b. Grand openings (when first opened or after significant remodeling) for a business.
 - c. Promotional events for individual businesses or group of businesses on a parcel. Balloon signs shall be subject to the following regulations:
 - i. For community wide events, the balloon may be installed after five o'clock p.m. the day preceding the event, and must be removed prior to ten o'clock a.m. the day after the event.
 - ii. One sign may be attached to the balloon to identify the name of the shopping center, business, activity or event.
 - iii. No other smaller balloons shall be attached to the balloon or its supporting or secure lines.
 - iv. The balloon shall be securely mounted to the ground or a roof.
 - v. The balloon shall not move by any other means than normal wind current.
 - vi. These regulations do not apply to balloons used in residential areas for noncommercial purposes.
2. Banner Sign.
- a. A banner sign shall be securely attached flush to a building and located on the premise of the business or use it advertises.
 - b. The banner sign may be wrapped around a permitted permanent freestanding sign or wall sign when used to announce a change of business name. This banner would be allowed in addition to any other banner for the business.
3. Construction Sign. Construction signs:
- a. May indicate the opening date, architect, engineer, contractor, future business or lending agency.
 - b. Shall only be placed on the site of work under construction with a valid building permit.
4. Garage Sale Sign. Garage sale signs:
- b. Shall not be placed within the vehicular or pedestrian traveled portion of the public right-of-way, except as allowed under (c) below.
 - c. May be placed within the public right-of-way in the following manner:
 - i. First, in the unpaved, park-strip area between the face of the curb and the public sidewalk, however, only in the intersection area between the end of the curb return and that point along the curb-line that is fifteen (15) feet distant from the end of the curb return.
 - ii. If no such park-strip, or other paved or unpaved area in the public right-of-way exists for the alternative placement of the sign so as to minimize intrusion upon the four feet minimum handicap accessible pathway, then said sign may be placed on the sidewalk as above within the public right-of-way, provided that the width of the pedestrian and handicap accessible pathway shall not be reduced by the sign placement to less than four feet.
 - d. Shall not be placed:

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- i. In any curb return.
 - ii. In any bus or light rail stop zone.
 - iii. Within two (2) feet of any driveway or curb-cut access ramp.
 - iv. Between light rail tracks and curb.
 - v. Adjacent to or within four (4) feet of any disabled parking zone.
 - vi. On any median strip.
 - vii. If over three feet tall within a "Line of Sight Triangle" which shall mean a triangle of land formed by two intersecting streets, where two sides of the triangle consist of the curb-lines of the intersecting streets and the third side of the triangle is a straight line drawn between points on each curb-line located forty-five (45) feet from the intersection where the prolongation of the curb-lines meet.
 - e. Shall not be attached in any manner to any other structure, such as trees, lampposts, streetlights, utility poles, utility cabinets, street or traffic signs, benches, hydrants and mailboxes if said sign is placed in the public right-of-way.
 - f. Said signs shall only be allowed on Saturdays, Sundays and holidays.
5. Grand Opening Sign. Grand-opening signs:
- a. Are permitted when used for bona-fide grand-opening functions after a business' initial occupancy, new ownership, name change or the reopening of a business that completely closed for remodeling for at least two weeks.
 - c. Shall only be displayed at the business for which the grand opening will occur.
6. Open House Directional Signs. See "Garage Sale Signs" for standards.
7. Political Signs.
- a. Intent. Political signs are a necessary part of our political life before an election. After the election is over, political signs become litter, create a health and safety problem and encourage blight. It is the purpose of these regulations to provide for their prompt removal after election.
 - b. Regulations. Except as otherwise authorized in this Section, political signs and persons posting political signs shall meet the following requirements:
 - i. Scope of Regulations. Nothing contained in this Chapter shall be construed to regulate the content of any political sign.
 - ii. Exemption for Political Signs. Political signs shall not be included in the maximum sign area permitted for any site or use.
 - iii. Notification Procedures. Any person or group erecting political signs as defined in Section XI-10-2.03 of this Chapter, shall provide the Milpitas City Clerk a notice in writing, either by registered mail or in person, including the name, address and telephone number of the person or group responsible for erecting or removing the political sign. The notice shall be provided prior to erecting any political signs.

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- iv. Removal. The responsibility for removal shall be that of the person or group identified in the notice given pursuant to subsection XI-10-24.04(F)(7)(b)(iii) above, of this Chapter. All political signs shall be removed within fifteen (15) days following the election or elections to which the political sign pertains. Any political sign that is not removed within this time period is declared a public nuisance. No notice need be given by the City to that person or group to remove said sign. If the responsible person or group fails to remove any political sign, the owner of the land shall be responsible for its removal provided the owner shall be given fifteen (15) days' prior notice in writing by the City to remove said sign. Notice hereunder shall be given personally or by certified mail addressed to the owner of the land as shown on the last equalized assessment roll of the County of Santa Clara. In the exercise of the remedies provided by law or by this Chapter, City shall not be required to proceed against the property owner before proceeding against the person or group nor shall it be required to proceed against the person or group as a condition to proceeding against the landowner.
- v. Allowable Locations. Political signs shall be permitted in any zoning district on private property without permit provided that they shall conform to all the provisions of this Chapter.
 - i. In residential zoning districts, no such sign shall project above the height or from the sides of the dwelling or block access to or from any door or window and every such sign shall be placed in a manner to secure it from being blown or falling down. (ii) No political sign shall be erected on trees, fence posts, or public utility poles or located within any public right-of-way. No political sign erected on private property shall be placed within the traffic safety visibility area at the intersection of any street.
 - ii. No political sign shall be erected in such a manner that will, or reasonably may be expected to, interfere with, obstruct, confuse or mislead traffic. No political sign shall be erected in a manner that will interfere with pedestrians so as to constitute a hazardous condition. No political sign shall be erected which has less horizontal or vertical clearance from any public utility lines than is prescribed by the State of California, or rules and regulations duly promulgated by agencies thereof.
- c. Remedies. Without limitation to the remedies authorized by law or by this Chapter for the enforcement of this Chapter, City may exercise one or more of the following remedies which shall be cumulative to all other remedies:
 - i. Enter on vacant property and abate the nuisance.
 - ii. Enter on occupied property with the consent of the owner and occupant thereof and abate the nuisance.
 - iii. After sending each candidate or landowner a 15-day prior notice, the City may remove any sign in violation of this Section and shall charge a fee of \$25.00 per sign for the reasonable cost of abatement. The \$25.00 fee shall also be assessed against the candidate for all signs removed by City staff which are installed or posted contrary to the provisions set forth in subsection XI-10-24.04(F)(7)(b)(v) above. The City shall demand payment for the cost of abatement from the candidate or the owner of land or both and institute legal proceedings for the collection thereof.
 - iv. Abate the nuisance and impose a charge therefore on the land pursuant to the provisions of Chapter 2, Title II of the Milpitas Municipal Code.
 - v. Institute a civil action for abatement of the nuisance.

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- vi. Institute a criminal proceeding against candidate or landowner, or both, for violation of the provisions of this Chapter.
- vii. Abated Sign Materials. Materials from signs abated under this Chapter shall be disposed of as rubbish by the official abating said signs.

8. Temporary Tract Advertising Sign.

- a. Additional Number of Signs Allowed. The Planning Commission in its discretion may grant additional Major and Minor signs with the approval of a Site Development Permit, upon the following condition:
 - i. Granting additional signs will not be contrary to or materially detrimental to public interest and welfare.
- b. Restrictions. The “major signs” shall:
 - i. Not be closer than one hundred fifty (150) feet from any residential building.
 - ii. Not be closer than one hundred (100) feet from any existing and authorized sign or billboard.
- c. Removal of Temporary Tract Signs. No sign permit for a temporary tract sign shall be issued unless and until the applicant therefor has signed an agreement that upon cessation of the use under the permit, the sign involved will promptly be removed within fifteen (15) days after the expiration of the permit. Said agreement shall be accompanied by a refundable cash deposit of fifty (\$50) dollars per sign, which deposit may be used to defray the costs of the sign removal in the event the permit holder defaults upon the agreement, as aforesaid. If necessary, the City’s agents may, after five (5) days’ written notice to the original applicant and to the property owner of record, enter private property to remove such signs which shall then become the property of the City.

G. Nonconforming Signs and Signs for Nonconforming Uses

- 1. Signs for Nonconforming Uses. Signs for nonconforming uses and businesses may be permitted subject to the following:
 - a. All signs shall require the review and approval of the Planning Commission under the provisions of a Conditional Use Permit, pursuant to Section XI-10-57.04 and a Site Development Permit, pursuant to Section XI-10-57.03, respectively of this chapter.
 - b. The total sign area allowed for any nonconforming use or parcel of land shall be calculated as specified in subsection XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter but in no event shall the total sign area exceed sixty (60) square feet.
 - c. The maximum height for any freestanding sign shall not exceed ten (10) feet.
 - d. Any approved signs shall be removed once the nonconforming use ceases operation in accordance with the Nonconforming regulations, of this chapter.
- 2. Nonconforming Signs
 - a. Notwithstanding any other provision of this Chapter:

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- i. All signs presently existing and not in conformity with the provisions of this Chapter shall conform to the provisions of this Chapter.
 - ii. Any sign which shall become nonconforming because of an amendment to this Chapter shall be made to conform to the provisions of this Chapter as amended or be removed no later than ten (10) years from the date of said amendment.
 - iii. Without limitation to any other provision of this Chapter or any other provision of the Milpitas Municipal Code, a nonconforming sign shall not be added to or enlarged unless such sign, including such addition and enlargement, is made to conform to all of the regulations applicable to said sign at the time of said addition or enlargement. Repairs and alterations may be made to a nonconforming sign provided that any structural alteration (other than those required by law) shall not be made unless such sign, including such alteration, is made to conform to all the regulations applicable to said sign at the time of said addition or enlargement. Replacement of the face of a sign shall not be considered to be a structural alteration. No nonconforming sign shall be moved in whole or in part to any other location on the parcel of its location unless said sign is made to conform to all of the regulations applicable to said sign at the time of said moving.
- b. Maintenance of Signs. Nothing herein contained shall be construed to vary the provisions of this Chapter relating to the maintenance of signs in good condition. It is the intent of this Chapter that nonconforming signs shall be maintained in good condition until amortized by the provisions of this section. Signs which are not maintained in good condition (whether conforming or nonconforming) shall be subject to abatement in accordance with the other provisions of this Chapter and this section shall not be construed to be a bar thereto.

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24.05 SPECIAL REGULATIONS

- A. Purpose and Intent.** The purpose of this section is to establish requirements for unique settings that require special provisions.
- B. Applicability.** The following regulations pertain to signage requirements in special districts, and take precedence over other regulations in this Chapter, unless otherwise specified.
- C. Shopping Centers.** For shopping centers, the Planning Commission may permit the following, subject to approval of a Sign Program in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter:
1. One (1) double-faced freestanding shopping center identification sign, which may advertise its principle tenants.
 - a. Maximum sign area. Three hundred (300) square feet on any one face.
 - b. Maximum height. Forty-five (45) feet.
 2. The shopping center identification sign may be in addition to those signs allowed under the provisions of Table XI-10-24.04-1, Matrix of Permanent Signs, of this Chapter. Furthermore, the sign area on the shopping center identification sign shall be in addition to the total sign area allowed under the provisions of Section XI-10-24.03(B), Maximum Permissible Sign Area, of this Chapter. Refer to Section XI-10-24.05(D), Regional Shopping Centers, of this Chapter for additional information relating to regional shopping centers.

D. Regional Shopping Centers

1. Regional Shopping Centers less than one (1) million square feet. For regional shopping centers, the Planning Commission may permit the following, subject to approval of a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
 - a. An increase to the maximum site sign area not more than twenty-five percent (25%) greater than that otherwise allowed in this Chapter.
 - b. An increase to the maximum shopping center identification sign area allowing up to four hundred fifty (450) square feet of sign area on such sign on any one face.
 - c. An increase to the maximum height of shopping center identification sign allowing up to a sixty (60) foot height.
 - d. On-site directional sign(s). The request shall indicate the proposed number, locations and design of the proposed on-site directional signs.
 - e. One (1) off-site sign, for the purpose of identifying a regional shopping center. The request shall indicate the proposed location and design of the proposed directional sign, along with any agreement with private property owners for erection of such sign.

Prior to the installation of any off-site sign within the public right-of-way, the sign applicant must obtain an encroachment permit from the Public Works Department. As a part of the Site Development Permit, the Public Works Director or his or her designee, shall recommend any necessary modifications of the proposed location and sign design to assure traffic safety is maintained.

2. Regional Shopping Centers with one (1) million square feet or larger.

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- a. For regional shopping centers encompassing at least one (1) million square feet of building area, the following apply: Where private streets delineate separate parcels within the shopping center, a parcel's private street frontage may be used instead of its public street frontage (or applicable building perimeter formula), for purposes of calculating sign area, but not for purposes of determining number of on-site freestanding signs, unless a parcel has no public street frontage.
- b. The Planning Commission may permit the following, subject to the approval of a Sign Program, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
- b. Two (2) off-site signs for the purpose of identifying a regional shopping center. The request shall indicate the proposed location and design of the proposed directional sign, along with any agreement with private property owners for erection of such sign.

Prior to the installation of any off-site sign within the public right-of-way, the sign applicant must obtain an encroachment permit from the Public Works Department. As a part of the Sign Program, the Public Works Director or his or her designee, shall recommend any necessary modifications of the proposed location and sign design to assure traffic safety is maintained.

- c. Graphic panel(s) (freestanding).
 - d. For major tenants (those with a minimum 40,000 square feet of leasable floor area), signs that move or have the illusion of movement.
- E. Town Center District.** One freestanding sign shall be allowed within each subarea of the "Town Center District," with the exception of the main Town Center shopping area which shall be allowed three (3) freestanding signs. No signs shall exceed a height of forty-five (45) feet. The subareas shall be identified as follows:
1. Beresford Square.
 2. Shapell Office Building.
 3. Main Town Center shopping area, east of Milpitas Boulevard to Hillview Drive.
 4. Hotel and offices east of Berryessa Creek.

F. Sign Programs

1. Purpose and Intent. The purpose of this section is to establish a procedure to ensure coordination of the design of new signs concurrent with the design of the project. The intent is to improve the architecture, streetscape, signs and overall aesthetics of the site. A Sign Program provides a clear understanding of what the standards are for new and existing signs on the site. A Sign Program will also provide for consistent and streamlined review, approval and administration of existing and new signs for the site. A Sign Program requires a Site Development Permit, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter.
2. Applicability. A Sign Program shall be required for the following:
 - a. Any new retail, office or industrial complex:
 - i. On four (4) or more acres; or
 - ii. With a gross floor area of 40,000 square feet or larger; or

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- iii. With a multi-tenant building; or
- iv. With a building more than two (2) stories high
- b. A new automobile dealership
- c. At the owner's request, a Sign Program may be reviewed by the Planning Commission for the following:
 - i. Any existing retail, office or industrial complex; or
 - ii. With a multi-tenant building; or
 - iii. With an automobile dealership; or
 - iv. With a building more than two (2) stories high.
- d. For any sign having blinking, flashing or fluttering lights, or any other illuminating device which has a changing light intensity, brightness or color, subject to the following:
 - i. Video or similar displays shall be internally facing towards the property as not to project images or light towards neighboring properties. The display shall only advertise on-site businesses.

G. Off-Site Advertising Displays Adjacent to Interstate Highways and State Routes

- 1. Purpose and Intent.** The purpose of this section is to establish both a procedure for the review and approval of permit applications for off-site advertising displays adjacent to interstate highways and state routes and specific development criteria for such off-site advertising displays to ensure that the erection of such off-site advertising displays in the City does not create visual clutter or create other operational impacts on surrounding uses, and to promote the public health, safety and general welfare. It is the intent of this section to promote the co-existence of off-site advertising displays within the City, to coordinate the locations of such off-site advertising displays, and to regulate the number, type, size, and other physical characteristics of such off-site advertising displays in order to minimize the visual impact of such displays.
- 2. Applicability.** Notwithstanding any other provision of the Code, off-site advertising displays, including digital billboards, shall be allowed along the Interstates and State Routes rights-of-way, on any size parcel, whether public or private property.
- 3. Required Review.**
 - a. The operator of the off-site advertising display adjacent to an interstate highway or state route shall enter into a development agreement, lease agreement, contract, license or other accord ("City Agreement") with the City, whereby the operator provides performance, one time fee, or ongoing revenue provisions that allow the City to undertake projects, programs, or other activities for the benefit of the City that offset or mitigate the impacts of the proposed advertising displays.
 - b. In addition, the approval of off-site advertising displays adjacent to interstate highways and state routes shall be regulated through a Site Development Permit pursuant to Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this Chapter. The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit approval authority, based upon the objective criteria set forth herein for off-site advertising displays. Site Development Permit review shall ensure that the erection of off-site advertising displays does not create visual clutter or other operational

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impacts on surrounding uses, with the intent of promoting the co-existence of off-site advertising displays and coordinating their locations, while regulating the type, location, size, number of such off-site advertising displays in accordance with the criteria set forth in this chapter.

4. **Review Process.** The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit and City Agreement approval authority, subject to the requirements set forth below.
5. **Minimum Standards.** All off-site advertising displays permitted under this provision shall be subject to the following minimum standards and regulations:
 - a. **Consistency with State and Federal Law.** In addition to the other requirements set forth herein, the off-site advertising display shall comply with the requirements of the Outdoor Advertising Act and Regulations, California Business and Professions Code Secs. 5200 et seq., and other state and federal statutes. To the extent of any conflict between the provisions of this Section and state and federal law, state and federal law shall prevail.
 - b. **Maximum height.** The overall height of the sign shall not exceed seventy (70) feet.
 - c. **Reserved.**
 - d. **Distance between other off-site advertising displays.** No off-site advertising display shall be placed within one-thousand (1,000) feet from another advertising display on the same side of any portion of the interstate.
 - e. **Maximum sign area.** The maximum sign area shall not exceed one-thousand, two-hundred (1,200) square feet on each side. Ancillary fixed signs or logos may be permitted on the sign's supporting structure, which will not count towards the maximum sign area.
 - f. **Angle to freeway.** To the extent possible, the off-site advertising display shall be located and oriented in a manner that avoids or minimizes the direct exposure of the display to view from adjacent or nearby residential or hotel uses.
 - g. **Illumination standards.**
 - i. **Light intensity.** The intensity of each lighting element or lamp in the message center portion of the off-site advertising structure shall not impair the vision of travelers on any adjacent freeway. Illumination shall be considered vision impairing when its brilliance exceeds the values set forth in section 21466 of the California Vehicle Code, or any successor statute or California Department of Transportation regulations.
 - ii. **Recessed illumination.** With respect to a static display, the actual lamps/light sources shall be recessed back into the cabinet or enclosure so that no part of the lamp/light source protrudes out past the face of the display so that the angle of the light towards the freeway might be altered. Signs may be internally or externally illuminated.
 - iii. **Automatic dimming device.** Dimming circuitry shall be incorporated in the electronic portion of the off-site advertising display automatically dimming the off-site advertising display to reduce halo effects and glare as ambient light conditions change.
 - iv. **Illumination orientation.** The off-site advertising display shall aim, focus and shield any illumination sufficiently to prevent glare or overcast of illumination into adjacent residential or hotel vantage points.

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- h. Landscaped Planters. The off-site advertising display shall be located within a landscaped planter to be maintained by the operator of the off-site advertising display.
- i. Noise reduction. The off-site advertising display shall incorporate noise reduction and attenuation remedies sufficient to limit any exterior intermittent noise level effects at the nearest residential and hotel uses (intensity and frequency) in accordance with the standards of the City's General Plan.
- j. Any off-site advertising display shall include the words "City of Milpitas" and/or the City insignia somewhere on the structure.
- k. Digital Billboard (changeable copy signs) Limitations.
 - i. Digital billboards shall contain static messages only, and shall not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination or flashing or scintillating light.
 - ii. Minimum display time. In compliance with State standards, each message on the sign must be displayed for a minimum of four (4) seconds.
 - iii. Notwithstanding anything to the contrary in the Code, digital billboards shall not operate at brightness levels of more than 0.3 foot candles above ambient light, as measured using a foot candle meter at a pre-set distance consistent with acceptable practices.
- l. Permission of Property Owner. No person shall erect, construct or maintain any off-site advertising display upon any property or building without the consent of the property owner, person entitled to possession of the property or building, if any, or their authorized representatives. To the extent the applicant is not the owner of the real property on which the proposed off-site advertising display will be located, the applicant shall, at the time of application, provide documentation of the consent of the real property owner(s) to the application and agree to indemnify the City against any and all claims from the real property owner(s) concerning the processing of the permit application and, should approval occur, the approval of the permit application.

6. Required Findings. In order to grant a Site Development Permit for the proposed off-site advertising display, the Planning Commission and the City Council must determine that the following objective requirements have been met:

- a. The proposed off-site advertising display will not create a hazard to vehicular or pedestrian traffic, and measures have been taken to reduce potential impacts upon the existing visual character of the site and its surroundings.
- b. All advertising on the off-site advertising display will conform with the Outdoor Advertising Act in the California Business and Professions Code and other applicable state and federal rules and regulations.
- c. The development of the off-site advertising display will result in a public benefit to the City outweighing any adverse impacts that might be caused by the advertising display.
- d. The development of the off-site advertising display will promote economic development within the City.
- e. The design, including lighting, scale, size and materials, of the off-site advertising display is consistent with the intent of the design criteria of the off-site advertising display provisions.

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- f. The development and location of the proposed off-site advertising display is consistent with the goals of the Milpitas General Plan.

H. Advertisements Near Freeways

1. **Outdoor Advertising Structures Prohibited.** With the exception of Off-site Advertising Displays, no billboard, advertising sign or display shall be placed, constructed or maintained on property adjacent to any landscaped freeway within the City of Milpitas if the advertising thereon is designed to be viewed primarily by persons traveling along such landscaped freeway or any section thereof, or if such billboard, advertising sign or display is located within 500 feet of the outer limits of such landscaped freeway, or if such billboard, advertising sign or display, because of its location, size, nature or type, constitutes or tends to constitute a hazard to the safe and efficient operation of vehicles upon the landscaped freeway, or creates a condition which endangers the safety of persons or property thereon.
2. **Removal of Illegal Advertising Structures.** Any billboard, advertising sign or display which is now, thereafter shall be, in violation of the provisions of this ordinance shall be removed within one (1) year from the effective date hereof, or within one (1) year from the date when the project for the landscaping of a freeway or any section thereof shall have been completed or accepted, and the character of said sections shall have been changed from a freeway to a landscaped freeway, whichever is later.
3. **Exceptions.** The provisions of this section shall not apply to any advertising structure or sign if the advertising, displayed thereon is used exclusively:
 - a. To advertise the sale or lease of the property upon which such advertising display is placed.
 - b. To designate the name of the owner or occupant of the premises upon which such advertising display is placed, or to identify such premises.
 - c. To advertise goods manufactured or produced, or services rendered on the property upon which such advertising display is placed.

I. Off-Site Directional Signs adjacent to roadways other than Interstate Highways and State Routes

1. **Purpose and Intent.** The purpose of this section is to establish both a procedure for the review and approval of permit applications for off-site directional signs adjacent to roadways other than interstate highways and state routes and specific development criteria for such outdoor signs to ensure that the erection of such signs in the City does not create visual clutter or create other operational impacts on surrounding uses, and to promote the public health, safety and general welfare. It is the intent of this section to promote the co-existence of such signs within the City, to coordinate the locations of such signs, and to regulate the number, type, size, and other physical characteristics of such signs in order to minimize the visual impact of such signs.
2. **Applicability.** Notwithstanding any other provision of the Code, off-site directional signs, shall be allowed along certain roadway rights-of-way, on any size parcel, whether public or private property subject to subsection 3 below.
 - a. **Exceptions.** The following signs are exempted from this section:
 - i. Garage Sale Signs. Refer to Section 30-3.05(E)(4), of this Chapter.
 - ii. Joint Use Signs. Refer to Section 30-3.05(C)(6), of this Chapter.
 - iii. Official City or City-sponsored signs. Refer to Section 30-3.05(C)(3), of this Chapter.
 - iv. Off-site Directional Signs identifying regional shopping centers. Refer to Section 30-4.04, of this Chapter.
 - v. Off-site Public Information Signs. Refer to Section 30-3.05(C)(8), of this Chapter
 - vi. Open House Directional Signs. Refer to Section 30-3.05(E)(6), of this Chapter.

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vii. Temporary Tract Advertising Signs, for subdivisions under construction in the City. Refer to Section 30-3.05(E)(8), of this Chapter.

3. Review Required.

1. The operator of the off-site directional sign shall enter into a development agreement, lease agreement, contract, license or other accord ("City Agreement") with the City, whereby the operator provides performance, one time fee, or ongoing revenue provisions that allow the City to undertake projects, programs, or other activities for the benefit of the City that offset or mitigate the impacts of proposed directional signs.
2. The approval of the off-site directional sign shall be regulated through a Site Development Permit pursuant to Section XI-10.57.03, Site Development Permits and Minor Site Development Permits, of this chapter. The Planning Commission shall make recommendations to the City Council, which shall have the final Site Development Permit approval authority, based upon the objective criteria set forth herein for off-site directional signs. Site Development Permit review shall ensure that the erection of off-site directional signs does not create visual clutter or other operational impacts on surrounding uses, with the intent of promoting co-existence of off-site directional signs and coordinating their locations, while regulating the type, location, size, number of such off-site directional signs in accordance with the criteria set forth in this chapter.

4. Review Process.

The Planning Commission shall make recommendations to the City Council, which shall have final Site Development Permit and City Agreement approval authority, subject to the requirements set forth below.

5. Minimum Standards.

All off-site directional signs permitted under this provision shall be subject to the following minimum standards and regulations:

- a. Maximum height. The height of any sign shall not exceed ten (10) feet.
- b. Location. Signs shall only be located in the City's right-of-way placed in accordance with the approved through the City Agreement.
- c. Maximum sign area. The maximum sign area shall not exceed twenty four (24) square feet.
- d. Design. All signs shall have a consistent design theme.
- e. The sign shall include the words "City of Milpitas" and/or City insignia.

6. Required Findings.

In order to grant a Site Development Permit for the proposed off-site directional signs, the Planning Commission and the City Council must determine that the following objective requirements have been met:

- a. That the proposed off site directional sign will not create a hazard to vehicular or pedestrian traffic, and measures have been taken to reduce potential impacts upon the existing visual character of the site and its surroundings.
- b. That the development of the off-site directional sign will result in a public benefit to the City outweighing any adverse impacts that might be caused by the outdoor advertising display.
- c. That the development of the off site sign will promote economic development within the City.
- d. The design, including lighting, scale, size and materials, of the off site directional sign is consistent with the intent of the design criteria of the off-site outdoor advertising display provisions.

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- e. That the development and location of the proposed off site directional sign is consistent with the goals of the Milpitas General Plan.

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24.06 Exempt Signs.

A. A Minor Site Development Permit shall not be required for the following types of signs:

1. Bus shelter/transit signs. Signs installed in Santa Clara Valley Transit Authority or other transit authority bus shelters or facilities.
2. Civic event signs. Civic and/or City sponsored events signs on City property.
3. Traffic or other municipal signs, legal notices, railroad crossings signs, danger and emergency signs.
4. Repainting or cleaning (or changing of the advertising copy thereon) of an advertising structure shall not be considered an erection or alteration which requires a sign permit unless a structural change is made.
5. Memorial sign or tablets erected by recognized historical agencies, or names of buildings and date of erection when cut into masonry surface or when constructed of bronze or other incombustible letters and affixed flat against the wall of such building.
5. Signs regulating on-premises traffic and parking when less than twelve (12) square feet in area.
6. Window signs. Unless intended to be permanent.
7. Signs used by public utilities for the safety, welfare or convenience of the public shall be exempt from the provisions of the ordinance codified in this chapter.
8. Poles, structures or other housings intended for the purpose of flying or otherwise displaying of the United States flag, California State flag, City or County flag or flag of any similar public agency are exempt from the approval provisions of this section, except height of flag pole. The flags specified herein are exempt from all other permit requirements.
9. House numbers, name plate or identification of house occupants [provided sign does not exceed two (2) square feet maximum area], mail box identification, street names, "no-trespass" signs, and other warning signs.
10. Signs for the California State Lottery approved by the Lottery Commission for display by Lottery Game Retailers.
11. Murals or other artistic paintings on walls, provided no logos, emblems or other similar devices, sign copy or illustrations of activities associated with uses on the premises or in the vicinity are included in the mural or painting.
12. On-Site Temporary For Sale Or Lease Signs, which shall:
 - a. Not exceed a maximum area of thirty-two (32) square feet per sign face;
 - b. Be limited to one (1) such sign. However, if the property has over one-hundred (100) feet of street frontage, a maximum of two (2) signs per parcel is allowed;
 - c. Be constructed pursuant to an approved building permit if over six (6) feet in height;
 - d. A sign over six (6) feet in height shall require approval of a Site Development Permit, in accordance with Section XI-10-57.03, Site Development Permits and Minor Site Development Permits, of this chapter;

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- e. State that the property is for sale, lease or exchange by the owner or his or her agent and the name, address and phone number of the owner or agent and/or agency and directions;
 - f. Be painted a light color;
 - g. Be constructed of wood, plywood, metal or other rigid material;
 - h. Not be placed on a private or public right-of-way;
 - i. If advertising a tenant space, the sign shall be located on the tenant space;
 - j. Not be allowed unless the property is on the market or there is a tenant space on the property that is vacant or will be vacated; and
 - k. Be professionally constructed and well maintained.
13. Information Sign. An Information Sign:
- a. Shall provide courtesy information or direction to the public without advertising the business products or services such as hours, entrance, exit, self-serve, credit cards, restrooms, telephone drive-up;
 - b. Or shall serve to direct motorist and pedestrians on private property;
 - c. Shall not be larger than twelve (12) square feet in size; and
 - d. Shall not be a traffic hazard.
14. Signs regulating the use of enumerated public facilities as provided for in Chapter 18 of Title V of the Milpitas Municipal Code.
15. Other signs similar to the above as deemed by the Planning Commission.

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10-57.03 Site Development Permits and Minor Site Development Permits

A. Purpose and Intent. Development in areas designated by the Site and Architectural Overlay District (-S) or other development that is otherwise specified in this Chapter as requiring review is subject to either Site Development Permits or Minor Site Development Permits. The (-S) Overlay District is described in Subsection XI-10-12.05, Site and Architectural Overlay District, of this Chapter. Signs are discussed in Section XI-10-24, Signs, of this chapter. Depending on the scale of development proposed, other review may be required, as well. The purpose of architectural review shall vary, according to the following criteria:

1. Site Development Permits. The Site Development Permit process provides for the review of physical improvements to a site which due to their scale, proximity to environmentally sensitive resource areas, or unique design features, require consideration. The Site Development Permit process is intended to encourage site and structural development which 1) respects the physical and environmental characteristics of the site, 2) ensures safe and convenient access and circulation for pedestrians and vehicles, 3) exemplifies the best professional design practices, 4) encourages individual identity for specific uses and structures, 5) encourages a distinct community or neighborhood identity, and 6) minimizes visual impacts.
2. Minor Site Development Permits. The Minor Site Development Permit process provides for the streamlined review of certain minor classes of development projects which are large enough to require consideration, but due to their scale, nature or location do not require consideration by the Planning Commission.

B. Authority.

1. Site Development Permits.
 - a. Review by Planning Commission. The Planning Commission has the authority to review Site Development Permits, subject to the concurrent review and appeal provisions of Section XI-10-64.03, Consideration of Concurrent Applications, and Section XI-10-64.05, Appeals, of this Chapter.
 - a. Review by City Council. In addition to the provisions of Section XI-10-64.03, Consideration of Concurrent Applications, and Section XI-10-64.05, Appeals, of this chapter, the City Council has the authority to review the following projects:
 - i. Projects within the Hillside (-H) Overlay District, in accordance with Section XI-10-45, "H" Hillside Combining Districts, of this Chapter.
 - ii. Any Off site advertising structures adjacent to interstate freeway and state highways, and off site advertising directional signs, in accordance with Section XI-10-24.05(G) and (H), of this chapter
2. Minor Site Development Permits. Either Planning staff or the Planning Commission Subcommittee consisting of two (2) Planning Commissioners has the authority to review Minor Site Development Permits, subject to the concurrent review and appeal provisions listed above [Section XI-10-57.07(B)(1)] and Section XI-10-57.07(C)(2), Applicability or when another Section of this Title requires such review. When the Planning Subcommittee determines that it is in the public interest for the Minor Site Development Permit application to be considered by the Planning Commission, the Planning Subcommittee shall forward the application to the Planning Commission for review in the same manner as Site Development Permits, as described in subsection XI-10-57.03(E)(1), Review Procedures, Site Development Permits, below. No public

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hearing is necessary for a Minor Site Development Permit when heard by the Planning Commission Subcommittee.

C. Applicability.

1. Site Development Permits. A Site Development Permit is required for:
 - a. New main buildings
 - b. New accessory buildings over 2,500 square feet
 - c. New parking lots
 - d. Roof top equipment which exceeds the height of existing roof screens, if line-of-sight drawings demonstrate that the equipment will be visible from surrounding “worst case” view points from on-site parking areas, adjacent public streets and adjacent residentially zoned property.
 - e. Additions or alterations to multi-family residential, nonresidential and mixed-use buildings that include:
 - i. Additions of 10,000 square feet or greater for non-residential and mixed-use buildings.
 - ii. Additions of 5,000 square feet or greater or ten percent (10%) of the existing building gross floor area, whichever is less, to non-residential and mixed use buildings adjacent to residential or (-MHP) Overlay Districts or uses.
 - iii. Additions 200 square feet or greater for multi-family residential buildings.
 - f. Any deletion or amendment of a previously imposed condition of approval for a Site Development Permit.
 - g. Any building color changes to designated cultural resources. Refer to Chapter 4, Cultural Resources Preservation Program, of this Title.
 - h. Certain signs, in accordance with Section XI-10-24.04, Signs Subject to Review, of this chapter.
 - i. Sign programs, in accordance with Section XI-10-24.05(F), Sign Programs, of this chapter.
 - j. Any Off-site Advertising Displays Adjacent to Interstate Highways and State Routes, in accordance with Section XI-10-24.05(G).
 - k. Any Off-Site Directional Signs adjacent to roadways other than Interstate Highways and State Routes, in accordance with Section XI-10-24.05(I).
2. Minor Site Development Permits.
 - a. Review by Planning Commission Subcommittee:
 - i. Any deletion or amendment of a previously imposed condition of approval for a Minor Site Development Permit approved by the Planning Commission Subcommittee.
 - b. Review by Planning staff:

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- i. Certain signs, in accordance with Section XI-10-24.04, Signs Subject to Review, of this chapter.
- c. Review for alterations or additions to residential, nonresidential and mixed-use sites/buildings, as indicated in Table XI-10-57-03-1, Additions or Alterations Requiring Minor Site Development Permits. Please refer to Section XI-10-54, General Provisions, of this Chapter, for development standards and review procedures for types of projects not listed in Table XI-10-57.03-1.
- d. Planning Division staff may require review by the Planning Commission Subcommittee at their discretion.

**Table XI-10-57.03-1
Additions or Alterations Requiring Minor Site Development Permits.**

Project Type	Planning Commission Subcommittee	Staff review
Building Color		<p>A. Outside Hillside Combining District:</p> <ol style="list-style-type: none"> 1. Color changes for all buildings so long as the proposed colors are earth tone, muted and/or compatible with the surrounding area and development. 2. Color changes for buildings within a PUD, if proposal complies with PUD. <p>B. Within Hillside Combining District:</p> <ol style="list-style-type: none"> 1. Color changes for residences including homes within a PUD which does not specify color choices, so long as the proposed colors are earth tone, muted and compatible with the surrounding development.
Re-Roof	Change to wood shake, non tri-laminate or metal roofing material.	Change to any other roofing material, except wood shake, non tri-laminate or standing seam metal.
Exterior Lighting	Additional light standards on-site, adjacent to residential development.	<p>Additional light standards that complement existing development.</p> <p>Bollards with lights.</p> <p>Refer to Subsection XI-10-54.17, Lighting, of this Chapter for standards.</p>
Fences/Walls	<p>Chain link fencing</p> <ol style="list-style-type: none"> 1. Chain link fencing in commercial and industrial 	All fence and wall materials, except chain link in commercial and industrial

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Project Type	Planning Commission Subcommittee	Staff review
	<p>districts. The following standards shall apply:</p> <ul style="list-style-type: none"> a. Fencing shall be at the rear or interior side of the site. b. The fencing shall consist of vinyl clad chain link with or without vinyl slats. Type of chain link fencing (i.e. deletion of vinyl clad requirement, use of slats) shall be to the discretion of the Planning Commission Subcommittee (i.e., in circumstances where the proposed fencing is to continue a line of existing chain link fencing). c. Fencing material and color shall be compatible with surrounding development. d. Parking lot fencing/gates shall be approved by the City’s Fire Department. 	<p>districts.</p> <p>Refer to Subsection XI-10-54.10, Fences and Walls, of this Chapter for standards.</p>
<p>Minor Exterior Building Changes, Including But Not Limited to, Doors, Entryways, Patios and Patio Covers, Walkways, ATM’s, Awnings, Loading Areas</p>	<p>A. Non-Residential and Mixed Use Districts:</p> <ul style="list-style-type: none"> 1. In non-residential and mixed use districts, minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building, with no loss of required parking: <ul style="list-style-type: none"> a. Significant decorative amenities within public view such as fountains, artwork or murals. b. Stand alone ATMs or ATM kiosks. c. If applicable, refer to “Landscaping” Section in this table. 	<p>A. Non-Residential and Mixed Use Districts:</p> <ul style="list-style-type: none"> 1. Minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building, with no loss of required parking, no net reduction in the number of on-site trees and no loss of protected trees as defined in Title X-2.00: <ul style="list-style-type: none"> a. New main entryways to the building which feature architectural projections (i.e., porticos, entryway roof covers, trellises, etc.). b. Windows and doors which match existing or which complement the building facade.

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Project Type	Planning Commission Subcommittee	Staff review
	<p>B. Hillside (-H) Combining District:</p> <p>1. Minor exterior building changes as described below, provided that the project complements the colors, materials and design of the building.</p> <p>a. Minor changes to architectural elements which do not change the overall design of a building.</p> <p>b. Windows, window awnings and person doors which match existing or which complement the building facade.</p>	<p>c. New or expanded patios, patio covers, awnings and canopies.</p> <p>d. Landscape deletion (i.e., shrubs and groundcovers) to accommodate new walkways which are required for building exiting purposes or handicap accessibility.</p> <p>e. ATM's proposed integrated into an exterior wall.</p> <p>f. Minor changes to architectural elements which do not change the overall design of a building.</p> <p>g. Replacement of windows with roll-up doors (and vice versa) when located toward the interior side or rear of a site.</p> <p>h. Metal canopies over equipment storage yards at the rear of commercial or industrial sites, provided they are not visible from public streets or abutting a Residential or Mobile Home Park combining district or use.</p> <p>i. New loading areas and revisions to existing loading areas.</p> <p>B. Residential Districts</p> <p>1. In all residential districts (excluding – H Combining), minor exterior building changes as described below, provided that the project complements the colors, materials, and design of the building.</p> <p>a. Awnings, patio covers, and gazebos which comply with height, setback, and yard coverage requirements.</p> <p>b. Minor changes to architectural elements which do not change the</p>

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Project Type	Planning Commission Subcommittee	Staff review
		<p>overall design of a building.</p> <p>c. Windows and person doors which match existing or which complement the building facade.</p> <p>2. Minor exterior building changes for residences within Hillside Overlay District PUDs which are specifically conditioned to allow a staff approval process for alterations subsequent to initial construction of the home.</p>
Landscaping	<p>Deletion. Deletion of landscaping not otherwise required by the Milpitas Municipal Code or by condition of approval exceeding 200 square feet. Requests may include the loss of any protected trees, as defined in Title X-2.00 of the Milpitas Municipal Code, and the net reduction of on-site trees.</p>	<p>1. Replacement. Replacement planting of similar landscape materials and addition of landscaping. Landscaping shall comply with Ordinance 238 (water efficient landscape regulations). Landscaping within the –H overlay district shall comply with City Council Resolution No. 6066.</p> <p>2. Deletion. Deletion of landscaping not otherwise required by Milpitas Municipal Code or by condition of approval up to 200 square feet.</p> <p>However, in non-residential and mixed uses within residential districts (excluding –H overlay district), there shall be no net reduction in the number of on-site trees, and no loss of any protected trees, as defined in Title X-2.00 of the Milpitas Municipal Code, may be approved.</p> <p>Exemption. Deletions permitted for groundcover and shrubs to accommodate new walkways which are required for building exiting purposes or handicap accessibility.</p>
Building Additions	<p>A. Non-residential and Mixed Use Districts:</p> <p>1. All non-residential and mixed use building additions for legal, conforming buildings not adjacent to residential or Mobile Home Park Overlay District or</p>	<p>1. Residential building additions in R1 and R2 districts.</p> <p>2. Residential building additions in multi-family districts up to 200 square feet.</p>

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Project Type	Planning Commission Subcommittee	Staff review
	<p>use.</p> <p>a. Size of building addition shall not exceed 10,000 square feet or ten percent (10%) of the existing building gross floor area, whichever is less. Calculation shall cumulatively count all additions or enlargements completed since June 20, 2003.</p> <p>b. In addition to other development standards, the following shall also apply:</p> <p>i. Architecture shall match that of existing building in terms of material, colors, style, etc.</p> <p>ii. The height of the addition shall not exceed the height of the adjacent portion of the existing building.</p> <p>B. Residential Districts</p> <p>1. All single-family dwellings in Hillside (-H) PUDs which are specifically conditioned not to require Planning Commission or City Council review for building additions (refer to Section XI-10-56, Non-Conforming Buildings and Uses, of this Chapter regarding non-conforming buildings). In addition to other development standards, the following shall also apply:</p> <p>a. Existing front yard paving shall be brought into conformance.</p>	<p>3. All single-family dwellings in Hillside (-H) Overlay PUDs which specifically allow for staff approval. (refer to Section XI-10-56, Non-conforming Buildings and Uses, of this Chapter regarding non-conforming buildings). In addition to other development standards, the following shall also apply:</p> <p>a. Existing front yard paving shall be brought into conformance.</p> <p>b. The addition shall comprise building materials, colors and style which complement the existing structure.</p> <p>4. Building addition to an existing single-family dwelling in residential and mixed use zones, in order to accommodate a second family unit, as defined in Subsection XI-10-2.03, Definitions, of this Chapter. The development standards listed in Subsection XI-10-18.08, Second Family Unit, of this Chapter shall apply.</p>

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Project Type	Planning Commission Subcommittee	Staff review
	<p>b. The addition shall comprise building materials, colors and style which complement the existing structure.</p>	
Accessory Buildings	<p>A. Non-Residential and Mixed Use Districts:</p> <p>1. Accessory buildings up to 2,500 square feet in area, provided that the proposed structure is not adjacent to a residential or Mobile Home Park Overlay (-MHP) district or use, and provided that building height, parking, setback, yard coverage, Floor Area Ratio, landscaping, open space and other ordinance requirements are met. The following shall also apply:</p> <p>a. Accessory buildings must be located on the rear half of the lot. On corner lots, the accessory building must be set back from the adjacent street as least as far as the main building.</p> <p>b. Accessory buildings must be of permanent construction (no modular buildings or metal buildings) with the exception of small pre-fabricated structures for chemical storage and the like, so long as such structures are adequately screened from public rights-of-way.</p> <p>c. Architecture shall match that of the existing building in terms of material, colors, style, etc.</p>	<p>A. Residential Only</p> <p>1. Accessory buildings in residential districts (excluding -H Combining District), provided building height, parking, setback, yard coverage and other ordinance requirements are met. The following shall also apply:</p> <p>a. Accessory buildings for conditional uses in Residential R1 and R2 districts and for permitted and conditional uses in R3 and R4 districts shall comprise building materials, colors and style which complement the existing main structure.</p> <p>2. Accessory building in residential and mixed use districts in order to accommodate a second family unit, as defined in Subsection XI-10-2.03, Definitions, of this Chapter. The development standards listed in Subsection XI-10-18.08, Second Family Unit, of this Chapter shall apply.</p> <p>B. All zones</p> <p>1. Community emergency caches as defined in Subsection XI-10-2.03, Definitions, of this Chapter are exempt. Refer to Subsection XI-10-54.08(B)(12) for performance standards.</p>
Equipment & Service Enclosures (Trash, recycling, equipment or storage)	<p>1. Enclosures up to 200 square feet proposed in the front half of the lot for non-residential districts.</p> <p>2. Enclosures exceeding 200</p>	<p>1. Enclosures up to 200 square feet in size in commercial, industrial and mixed use districts, proposed at the rear of the building or lot and where</p>

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Project Type	Planning Commission Subcommittee	Staff review
	<p>square feet in size in commercial, industrial and mixed use districts and enclosures for conditional uses in residential districts.</p> <p>3. Any trash enclosure adjacent to residential or Mobile Home Park Overlay (-MHP) district or use. In addition to the standards listed in Subsection, 54.16(B), Trash Enclosures, of this Chapter.</p> <p>4. Enclosures for noise-generating equipment (i.e. generators) may not be approved near Residential or Mobile Home Park (-MHP) overlay districts or uses.</p>	<p>least visible from public rights-of-way.</p> <p>a. Refer to Subsection XI-10-54.16(B), Trash Enclosures, of this Chapter, for standards.</p>

D. Submittal Requirements.

No building permit shall be issued for a use, and no use of any parcel shall take place, in a district which is combined with the (-S) Overlay District unless those items listed below in have been submitted to and approved by the review authority or upon appeal to the City Council. Every application for Site Development Permit shall be in proper form and shall be accompanied by plans drawn to scale indicating clearly and with full dimensions the following information if applicable:

1. Site plan -- parcel dimensions in distance.
2. Buildings and structures -- their location, size, height, colors and materials.
3. Dimensions of yards and open spaces between buildings.
4. Fences and walls -- their architectural design, location, height, colors and materials.
5. Parking spaces -- their location, number and dimensions.
6. Access -- vehicular, pedestrian and service, with points of ingress and egress and the internal circulation pattern of the parking lot area.
7. Street dedications and improvements -- existing and proposed, if any.
8. Signs -- their location, size, type of sign, types of materials and colors, and lighting method.
9. Loading or service areas -- their location and dimensions.
10. Lighting -- its architectural design, location and light patterns.

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11. Landscaping -- its location, size, quantity and type of plant material.
12. Shadow studies -- drawings showing shadows of the building or structures (taken on December 22nd, between the hours of 10:00 a.m. and 2:00 p.m.).
13. Such other data as may be required under the circumstances of the case to permit the City Council, Planning Commission, Planning Commission Subcommittee, or Planning Division staff to make the required approvals.

E. Review Procedures.

1. Site Development Permit.

- a. The Planning Commission shall hold a public hearing on said application upon such notice as is required in Section XI-10-64, Development Review Process, of this Chapter.
- b.

After conclusion of the hearing, the Planning Commission may approve the application, approve it subject to such conditions as the Planning Commission may impose, or disapprove the application.

For applications requiring City Council approval, the Planning Commission shall forward their recommendation to the City Council.

- i. The Planning Commission may impose such conditions as it deems necessary to protect the best interests of the surrounding property, of the neighborhood, and as it deems in conformity with the requirements of the General Plan.

2. Minor Site Development Permit.

- a. Review by Planning Commission Subcommittee. . The Planning Commission Subcommittee shall indicate by action minutes whether the proposed site plan for a project shall be approved, approved with modifications and/or conditions, or denied.
 - i. Planning Commission Subcommittee may require review by the Planning Commission at their discretion.
 - ii. If the Planning Commission Subcommittee members disagree on a decision for a project, then the project will be agendized for Planning Commission review, with no additional fees required.
- b. Review by Planning Division. The Planning Division staff shall make investigations as necessary to determine whether or not the proposed project conforms or may be conditioned to conform fully to the intent of the Zoning and Sign Ordinances.

If the project does not comply, a notice of corrections shall be prepared and returned to the applicant. If the applicant resubmits for review and the project still does not comply with the required regulations or is not in accordance with the approved conditions of approval, the Planning Division shall deny the application.

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F. Required Findings.

1. General Findings (except signs). Approval may be granted by the Planning Commission or the City Council if all of the following findings are made, based on evidence in the public record:
 - a. The layout of the site and design of the proposed buildings, structures and landscaping are compatible and aesthetically harmonious with adjacent and surrounding development.
 - b. The project is consistent with the Milpitas Zoning Ordinance.
 - c. The project is consistent with the Milpitas General Plan.
 - d. In the case of a project located within a Specific Plan, the following additional finding shall be made:
 - i. The project is consistent with the Specific Plan.
2. Signs. Approval may be granted by the Planning Commission or the City Council if all of the following findings are made, based on evidence in the public record:
 - a. All elements of the sign, including design, lighting, scale, length and materials, is consistent with the intent of the General Plan, the Sign Ordinance and any applicable Specific Plan;
 - b. The design, scale and materials of the sign harmonize with the architectural design and details of the building or site it serves;
 - c. The design and scale of the sign is appropriate to the distance from which the sign is normally viewed;
 - d. The design and materials of the sign provide a contrast between the background and letters;
 - e. If a freestanding sign is included in the sign application, the design, scale or location of the building dictates the use of freestanding signs, rather than building-mounted signs;
 - f. For Sign Programs, in addition to the findings for signs, the following additional findings shall be made, based on evidence in the public record:
 - i. The provisions of the Sign Program ensure consistency in design and style of all new signs,
 - ii. The provisions of the Sign Program address compatibility of the design and style of any existing signs on the building or site, and
 - iii. All new signs within the Sign Program are in compliance with the design guidelines of this chapter.

G. Planning Commission Subcommittee or Staff Approvals.

In approving any project subject to this section, the Planning Division staff or Planning Commission Subcommittee shall find all of the following:

1. The development recognizes and respects the nature of the neighborhood and site, development patterns, materials used, and the expectations of those who will see and use the building;

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2. The development assures that modifications satisfy functional requirements, and screened with appropriate compatible materials; and
3. The development assures that the modification will not interfere with the privacy, quiet enjoyment or view of the surrounding properties.
4. For projects including signs, only the following findings shall be made:
 - a. The design, including lighting, scale, length and materials, of the sign is consistent with the intent of the design elements of the General Plan, any applicable Design Guidelines, respective specific plan or Site and Architectural Overlay District in which the sign is to be located;
 - b. The design, scale and materials of the sign harmonize with the architectural design and details of the building or site it serves;
 - c. The design and scale of the sign is appropriate to the distance from which the sign is normally viewed;
 - d. The design and materials of the sign provide a contrast between the background and letters;
 - e. If a freestanding sign is included in the sign application, the design, scale or location of the building dictates the use of freestanding signs, rather than building-mounted signs;
5. For projects including signs within sign programs, only the following finding shall be made:
 - a. The sign conforms to the approved sign program.

G. Appeals.

An appeal of the decision by staff or on Site Development Permits or Minor Site Development Permits shall be reviewed in accordance with Section XI-10-64.05, Appeals, of this Chapter.

H. Compliance With Conditions.

Whenever a plan for the development of a building site has been the subject of a Site Development and Permit process as herein above specified and has been given final approval, the building and site thereafter shall be constructed and perpetually maintained in compliance with the plan in conformance to all details specified thereon and subject to all the conditions set forth in the action of approval, unless modified or amended pursuant to Section XI-10-57.03(l), Applications for Modification of or Amendment, of this chapter. Lack of compliance shall constitute a violation of Chapter 10 (Zoning, Planning and Annexation) and the Site Development Permit

I. Applications for Modification of or Amendment

Projects shall be developed in conformity with project approvals. If the applicant wishes to modify the project, as approved, the applicant shall submit revised plans and any other applicable information to the City for review by the Planning Division. The Planning Division staff shall make one of the following determinations regarding the request:

1. Insignificant Modifications. If the Planning Division determines that the modifications are minor, the modifications may be approved administratively.

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2. Significant Modifications Without Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review but will not have public impacts or cause public concern, then the modifications shall be referred to the Planning Commission Subcommittee for consideration. If the original application for a project required a public hearing, then the Planning Commission Subcommittee review of modifications shall not require a public hearing.
3. Significant Modifications with Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review and have the potential for public impact or concern, then the modifications shall be referred to the final decision-making authority for the original project. If the original application for a project required a public hearing, then the final decision-making authority's review of modifications shall require a public hearing, in accordance with Section XI-10-64, Development Review Process, of this Chapter.

J. Modifications, Suspensions and/or Revocations Initiated by the City. Refer to Section XI-10-63.06, Revocation, Suspension, Modification, of this Chapter.

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XI-10-57.06 - Variances

A. Purpose and Intent.

1. Zoning variances. The purpose and intent of the variance process is to provide relief from the substantive provisions of this Chapter when the strict application of these provisions deprives the property for which the Variance is sought of privileges enjoyed by other property in the vicinity and under identical zoning classification because of special circumstances applicable to the property (including, but not limited to size, shape, topography, location or surroundings).

A Variance is a permit issued by the City that sanctions deviations from the adopted Zoning Ordinance regulations related to physical standards of development, such as lot size, building setback, and height limits. A Variance may not be granted to allow a use or density not otherwise allowed within the zoning district.

2. Sign variances. The intent of this section is to establish a procedure for granting exceptions to the strict application of the size, number, height, length and location requirements for signs within Chapter 30 (Sign Ordinance) of this title. The granting of a variance requires findings to be met based on the site's or business' unique location or orientation in order to achieve adequate sign visibility.

B. Authority.

1. The Planning Commission shall have approval authority of Variances relating to development within all districts other than the Hillside (-H) Overlay district.
2. The City Council shall have approval authority, upon recommendation by the Planning Commission, of Variances relating to developments within the Hillside (-H) Overlay district.

C. Applicability.

1. Zoning variances. Unless indicated otherwise by this title, a variance is required to deviate from any of the standards contained within the Zoning Ordinance.
2. Sign variances. Unless indicated otherwise by Section XI-24, Signs, of this chapter, a sign variance is required for the following:
 - a. Any sign that exceeds the maximum standards;
 - b. Any sign that exceeds the individual sign area allowed;
 - c. Any business or site that exceeds the maximum sign area allowed;
 - d. Any sign that exceeds the permitted sign height.

D. Submittal Requirements. Refer to the most recent submittal requirements required by the Planning Division.

E. Review Procedures.

1. General Procedures. The Planning Commission, or where applicable, the City Council shall be empowered to impose such conditions upon the grant of a Variance as it deems desirable and shall impose such conditions as will assure that the Variance does not constitute a grant of special privilege inconsistent with limitations upon other properties in the vicinity and zone in which said property is located.

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2. The Planning Commission shall hold a public hearing on each application for a Variance upon such notice as is required in Section XI-10-64, Development Review Process, of this Chapter.
3. For Variances not involving the Hillside (-H) Overlay district, the Planning Commission shall review the application and render its decision.
4. For Variances involving the Hillside (-H) Overlay, the Planning Commission shall make a recommendation to the City Council. The City Council shall hold a public hearing, with notice as required in Section XI-10-64, Development Review Process, of this Chapter, review the application and the Commission's recommendation, and render its decision.

F. Required Findings.

1. Zoning variances. Prior to the approval of an application for a variance, all of the following findings shall be made:
 - a. Due to special circumstances applicable to the subject property including size, shape, topography, location or surroundings, the strict application of the Zoning Ordinance is found to deprive the subject property of privileges enjoyed by other properties in the vicinity under identical zone classifications.
 - b. The granting of the variance is necessary for the preservation of a substantial property right possessed by other property in the same vicinity and zone and otherwise denied the subject property.
 - c. The required conditions of approval assure that the adjustment authorized will not constitute a grant of special privileges which are inconsistent with the limitations placed upon other properties in the vicinity subject to the same zoning regulations.
 - d. The granting of the variance will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.
 - e. The granting of a variance is consistent with the General Plan and the intent of this title.
2. Sign variances. Prior to the approval of an application for a sign variance, all of the following findings shall be made:
 - a. Special conditions and extraordinary circumstances applicable to the property involved or its intended uses, which were not created by the owner or tenant, and which do not apply generally to other properties with the same land use exist that do not allow the site or business to achieve the goals and objectives of this chapter for adequate business identification.
 - b. Literal enforcement of the provisions of the City of Milpitas the Sign Ordinance will result in unnecessary hardship inconsistent with the spirit and intent of the Sign Ordinance.
 - c. The granting of the variance is not contrary to the intent of the General Plan, Zoning or Sign Ordinance, or any applicable Specific Plan and will not be contrary to, nor materially detrimental to public interest and welfare, or injurious to conforming signs in the City.
 - d. The variance to be granted is one that will require the least modification of the prescribed regulation, and the minimum variance that will accomplish that purpose.
 - e. The granting of a variance is not considered a grant of special privileges inconsistent with the limitations of other similarly situated properties.

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- G. Appeals.** An appeal of the action on any variance shall be reviewed in accordance with Section XI-10-64, Development Review Process, of this chapter.
- H. Modifications Requested by the Applicant.** Projects shall be developed in conformity with project approvals. If the applicant wishes to modify the project, as approved, the applicant shall submit revised plans and any other applicable information to the City for review by the Planning Division. The Planning Division staff shall make one of the following determinations regarding the request:
1. Insignificant Modifications. If the Planning Division determines that the modifications are minor, the modifications may be approved administratively.
 2. Significant Modifications with or without Public Impact or Concern. If the Planning Division determines that the modifications are significant enough to warrant discretionary review and have the potential for public impact or concern, then the modifications shall be referred to the final decision-making authority for the original project. If the original application for a project required a public hearing, then the final decision-making authority's review of modifications shall require a public hearing, in accordance with Section XI-10-64, Development Review Process, of this Chapter.
- I. Modifications and/or Revocations Initiated by the City.** Refer to Section XI-10-63.06, Revocation, Suspension, Modification, of this Chapter.
- J. Other Review Requirements.** For other general requirements related to the review of applications, such as time limits on approvals and requests for extensions of approvals, please refer to Section XI-10-64, Development Review Process, of this chapter.
- K. Approval Runs with the Land.** The approval of a variance shall run with the land, and shall continue to be valid upon a change of ownership of the site to which it applies.

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SECTION 63 ENFORCEMENT AND PENALTY

- 10-63.01 Enforcement
- 10-63.02 Penalty
- 10-63.03 Declaration of Public Nuisance
- 10-63.04 Order to Stop Work
- 10-63.05 Remedies Cumulative
- 10-63.06 Revocation, Suspension, Modification
- 10-63.07 Administrative Citations
- 10-63.08 Administrative Citation
- 10-63.09 Abatement Procedure
- 10-63.10 Cost Recovery
- 10-63.11 Lien Procedure
- 10-63.12 Interest on Liens
- 10-63.13 Miscellaneous

XI-10-63.01 Enforcement

All departments, officials and public employees of the City of Milpitas vested with the duty or authority to issue permits shall conform to the provisions of this Chapter and shall issue no permit or license for uses, buildings, or purposes in conflict with the provisions of this Chapter; and any permit or any business license issued in conflict with the provisions of this Chapter shall be null and void. (Ord. 38.600, 3/4/86; Ord. 38 (part), 3/15/55)

XI-10-63.02 Penalty

It shall be unlawful for any person to violate any of the provisions of this Chapter. Any person convicted of violating any of the provisions of this Chapter shall, upon conviction, be punished by a fine not to exceed the sum of FIVE HUNDRED DOLLARS (\$500) or by imprisonment in the County Jail not to exceed six (6) months or by both such fine and imprisonment. Each day that a violation of this Chapter continues shall be considered a separate offense.

Any use of a premises or a building which deviates from or violates any of the provisions of this Chapter shall be termed an illegal occupancy and the person or persons responsible therefor, shall be subject to the penalties herein provided. (Ord. 38 (part), 3/15/55)

XI-10-63.03 Declaration of Public Nuisance

1. General. The use of any land, building or other structure hereafter established or conducted or the present use of any land, building or other structure hereafter extended or enlarged or the erection, construction, moving, conversion, remodeling or alteration of any building or other structure contrary to the provisions of this Chapter shall be and the same is hereby declared to be a public nuisance, and the Attorney for the City of Milpitas shall, upon order of the City Council, immediately commence action or proceedings for the abatement or removal or enjoinder thereof in the manner provided by law. (Ord. 38 (part), 3/15/55)
2. Signs. Any sign or structure erected, constructed, maintained, marked, posted, pasted, painted, printed, altered or repaired in violation of the provisions of the Chapter or after a permit or variance therefore has been revoked or expired is hereby found and declared to be a public nuisance subject to abatement and lien for recovery of abatement costs.

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- a. Without limitation to the generality of the foregoing, any sign or structure erected, constructed, maintained, marked, posted, pasted, painted, altered or repaired:
 - i. So as to be unsafe and so as to constitute an immediate peril to persons or property; or
 - ii. Upon public property without written permission of the Planning Division or City Manager of the City of Milpitas.

XI-10-63.04 Order to Stop Work

Whenever any work is being done contrary to the provisions of this Chapter, the Building Official may order the work stopped by notice in writing served on any person engaged in the doing of such work or in the causing of such work to be done, and any such person shall forthwith stop such work until authorized in writing by the Building Official to proceed with such work. (Ord. 38 (part), 3/15/55)

XI-10-63.05 Remedies Cumulative

The remedies herein contained shall be cumulative and in addition to such other remedies as provided by law. Resort to one remedy shall not preclude resort to any other remedy as may be allowed by law.

XI-10-63.06 Revocation, Suspension, Modification

1. Modifications.
 - a. Initiation and review. The Planning Commission or City Council may initiate review of a permit (including, but not limited to Conditional Use Permit, Variances, or Site Development Permits) for the purpose of deciding whether modification is needed, only after written notice of a violation or public nuisance is mailed to the holder of the permit.
 - i. After initiation, a public hearing before the Planning Commission shall be noticed and held in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - ii. After completion of the public hearing, the Planning Commission may modify the Permit.
 - iii. An aggrieved party may appeal this decision to the City Council in accordance with Section XI-10-64, Development Review Process, of this Chapter.
2. Revocations or Suspensions
 - a. Initiation and Review. The City Council may initiate review of a Permit (including, but not limited to Conditional Use Permit, Variance or Site Development Permit) or receive a recommendation from the Planning Commission for the purpose of deciding whether modification and/or suspension or revocation are needed.
 - i. If the City Council does request review, a public hearing before the Planning Commission shall be noticed and held in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - ii. After completion of the Planning Commission hearing, the Planning Commission shall recommend to the City Council, by resolution, whether the Permit shall be modified or revoked.

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- iii. Following receipt of a recommendation on the Permit from the Planning Commission (when requested) or following City Council initiation, the City Council shall conduct a public hearing in compliance with Section XI-10-64, Development Review Process, of this Chapter.
 - iv. After completion of the public hearing, the City Council may modify or revoke the Permit.
3. Required Findings.
- a. General Findings for Modifications/Revocation. A Permit may be modified or revoked if any of the following conditions exist:
 - i. Conditions of approval of the Permit are being violated or are not being satisfied; or
 - ii. The Permit or approval is being exercised in a manner that constitutes a public nuisance; or
 - iii. The application contained incorrect, false or misleading information; or
 - iv. The permit or approval is being exercised in a manner which is contrary to the public health, safety and welfare. (Ord. 38.795, 4/6/10)

XI-10-63.07 Administrative Citation Procedure

A. General. When he or she determines that one or more violations of this Chapter have occurred, the City Manager and his or her designee may issue administrative citations pursuant to the procedures set forth in Sections XI-10-63.07(B), Administrative Citation, of this chapter.

1. Continuing Violation that does not create an immediate danger to public health and safety. Where the violation is a Continuing Violation that does not create an immediate danger to public health and safety, the citation shall set forth a reasonable period of time, which shall not be less than 30 days, for the person responsible for the continuing violation to correct or otherwise remedy the violation prior to the imposition of the administrative fine.
2. Continuing violation that creates an immediate danger to public health and safety. Where a violation is a Continuing Violation that constitutes an immediate danger to public health and safety, the property owner shall be provided notice to correct the violation within a maximum of two (2) hours from when the verbal or written notice was received. Depending upon the severity of the violation, if the violation is not corrected within the two hour time period, the City shall have the option to initiate summary abatement procedures under Section XI-10-63.09 Abatement Procedure, of this chapter, or impose the administrative fine below and administrative citation provisions under Section XI-10-63.07(B), Administrative Citation, of this chapter.
3. Individual Violation that does not create an immediate danger to public health and safety. Where a violation is an Individual Violation that does not create an immediate danger to public health and safety, a written notice to correct the violation shall be issued for the first offense. For second and subsequent violations of the same code provision, the person responsible for the violation shall not have an opportunity to correct or otherwise remedy the violation prior to the administrative fine being imposed. Each person, firm or corporation shall be guilty of a separate offense for each day and everyday during any portion of which any violation of any provision is

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committed.

3. Individual Violation that creates an immediate danger to the public health and safety. Where a violation is an Individual Violation that constitutes an immediate danger to the public health and safety, the property owner shall be provided notice to correct the violation within a maximum of two (2) hours from when the verbal or written notice was received. Depending upon the severity of the violation, if the violation is not corrected within the two hour time period, the City shall have the option to initiate summary abatement procedures under Section XI-10-63.09, Abatement Procedure, of this chapter, or impose the administrative fine below and administrative citation provisions under Section XI-10-63.07(B), Administrative Citation, of this chapter. Each person, firm or corporation shall be guilty of a separate offense for each day and everyday during any portion of which any violation of any provision is committed.

a. The schedule of fines for administrative citations issued for violations of this Chapter is as follows:

- i Not to exceed one-hundred dollars (\$100) for the first violation;
- ii Not to exceed two-hundred dollars (\$200) for the second violation of the same code provision within twelve (12) months; and
- iii Not to exceed five-hundred dollars (\$500) for the third and subsequent violation of the same code provision within twelve (12) months.

b. Each person that fails to pay any fine set out in an administrative citation issued pursuant to this section shall be liable for a late payment charge of 10%. (Ord. 124.27 (11), 8/2/05; Ord. 38.761 (part), 5/20/03)

B. Administrative Citation

1. Whenever an enforcement officer charged with the enforcement of any provision of this Chapter determines that a violation of that provision has occurred, the enforcement officer shall have the authority to issue an administrative citation to any person responsible for the violation.
2. Each administrative citation shall contain the following information:
 - a. The date of the violation;
 - b. The address or a definite description of the location where the violation occurred;
 - c. The section of this Chapter violated and a description of the violation;
 - d. The amount of the fine for the code violation;
 - e. A description of the fine payment process, including a description of the time within which and the place to which the fine shall be paid;
 - f. An order prohibiting the continuation or repeated occurrence of the violation described in the administrative citation;
 - g. A description of the administrative citation review process, including the time within which the administrative citation may be contested and the place from which a request for hearing form to contest the administrative citation may be obtained; and

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- h. The name and signature of the citing enforcement officer.
3. Amount of Fines.
 - a. The amounts of the fines for code violations imposed pursuant to this Chapter shall be set forth in the schedule of fines established by resolution of the City Council.
 - b. The schedule of fines shall specify any increased fines for repeat violations of the same code provision by the same person within twelve months from the date of an administrative citation.
 - c. The schedule of fines shall specify the amount of any late payment charge imposed for the payment of a fine after its due date.
 4. Payment of the Fine.
 - a. The fine shall be paid to the City within thirty days from the date of the administrative citation.
 - b. Any administrative citation fine paid pursuant to Section XI-10-63.07(B)(4)(a) shall be refunded, with interest, if it is determined, after a hearing, that the person charged in the administrative citation was not responsible for the violation or that there was no violation as charged in the administrative citation.
 - c. Payment of a fine under this Chapter shall not excuse or discharge any continuation or repeated occurrence of the code violation that is the subject of the administrative citation.
 5. Hearing Request.
 - a. Any recipient of an administrative citation may contest that there was a violation of the Code or that he or she is the responsible party by completing a request for hearing form and returning it to the City within fifteen (15) days from the date of the administrative citation, together with an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed.
 - b. A request for hearing form may be obtained from the City Clerk.
 - c. The person requesting the hearing shall be notified of the time and place set for the hearing at least ten days prior to the date of the hearing.
 - d. If the enforcement officer submits an additional written report concerning the administrative citation to the hearing officer for consideration at the hearing, then a copy of this report also shall be served on the person requesting the hearing at least five days prior to the date of the hearing.
 6. Advance Deposit Hardship Waiver. Any person who intends to request a hearing to contest that there was a violation of the Code or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine as required, may file a request for an advance deposit hardship waiver at the time of filing the hearing request. (Ord. 124.27 (12), 8/2/05)

XI-10-63.09 Abatement Procedure

A. Notification of Nuisance

Whenever the City Manager determines that any property within the City is being maintained contrary to one or more of the provisions of this Chapter, he or she will give written notice ("Notice to Abate") to the

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owner/occupant(s) of said property stating the section(s) being violated. Such notice shall set forth a reasonable time limit, in no event less than or equal to thirty (30) calendar days, for correcting the violation(s) of Chapter XI-10, Zoning, for correcting the violation(s) and may also set forth suggested methods of correcting the same unless the City Manager determines that the condition constitutes a threat to the health and safety of any person, in which event, the City Manager may designate a shorter time limit for correcting the violation. Such notice shall be served upon the owner/occupant in accordance with provisions of Section XI-10-63.09(D), Notice of Hearing, of this chapter, covering service in person or by mail. (Ord. 124.27 (20), 8/2/05)

B. Exception for Undue Hardship

The notice shall also inform the owner/occupant (excluding an owner acting in a capacity of landlord of rental property) that, upon written request of the owner/occupant submitted within seven (7) calendar days of the "Notice to Abate," the City Manager, in his or her sole discretion, may allow for a time limit in excess of thirty (30) days for correcting the violation in cases where strict enforcement of the time limit would result in an undue hardship on the owner/occupant. In the written request, the owner/occupant shall state the reasons why strict enforcement of the time limit would result in an undue hardship. (Ord. 124.27 (21), 8/2/05)

C. Administrative Hearing to Abate Nuisance

In the event said owner/occupant shall fail, neglect or refuse to comply with the "Notice to Abate," the City Manager shall conduct an administrative hearing to ascertain whether said violation constitutes a public nuisance. (Ord. 124.27 (22), 8/2/05)

D. Notice of Hearing

Notice of said administrative hearing shall be served upon the owner/occupant not less than seven (7) calendar days before the time fixed for hearing. Notice of the hearing shall be served in person or by certified mail to the owner/occupant's last known address. Service shall be deemed complete at the time notice is personally served or deposited in the mail. Failure of any person to receive notice shall not affect the validity of any proceedings hereunder. Notice shall be substantially in the format set forth below:

NOTICE OF ADMINISTRATIVE HEARING ON ABATEMENT OF NUISANCE

This is a notice of hearing before the City Manager (or his/her designees) to ascertain whether certain property situated in the City of Milpitas, State of California, known and designated as (public right-of-way address) _____, in said City, and more particularly described as (Assessor's Parcel Number) _____ constitutes a violation or public nuisance subject to abatement pursuant to Section XI-10-63.09, Abatement Procedure, of the Milpitas Municipal Code. If said property, in whole or part, is found to constitute a public nuisance as defined in the Milpitas Municipal Code and if the same is not properly abated by the owner/occupant, such nuisance may be abated by municipal authorities, in which case the cost of such rehabilitation, repair, or abatement will be assessed upon such property and such costs, together with interest thereon, may constitute a special assessment or lien upon such property until paid. In addition, you may be cited for violation of the provisions of the Municipal Code and subject to an administrative fine.

Said alleged conditions consist of the following:

The method(s) of abatement are:

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All persons having an interest in said matters may attend the hearing and their testimony and evidence will be Dated this _____ day of _____, 20 ____.

City Manager

Time and Date of Hearing: _____

Location of Hearing: _____

(Ord. 124.27 (23), 8/2/05)

E. Administrative Hearing by City Manager or His/Her Designees

At the time stated in the notice, the City Manager shall hear and consider all relevant evidence, objections or protests, and shall receive testimony relative to such alleged public nuisance and to proposed rehabilitation, repair, removal or abatement of such property. Said hearing may be continued from time to time.

If the City Manager finds that such public nuisance does exist and that there is sufficient cause to rehabilitate, abate, remove or repair the same, the City Manager shall prepare findings and an order, which shall specify the nature of the nuisance, the method(s) of abatement and the time within which the work shall be commenced and completed. A copy of the findings and order shall be served on all owner/occupants of the subject property in accordance with the provisions of Section XI-10-63.09(D), Notice of Hearing, of this chapter. In addition, a copy of the findings and order shall be forthwith conspicuously posted on the property. The order shall set forth the time within which such work shall be completed by the owner/occupant, in no event less than fifteen (15) calendar days.

In the event the owner/occupant fails to abate the nuisance as ordered, the City Manager shall cause the same to be abated by City employees or private contract. The costs shall be billed to the owner/occupant, as specified in Sections XI-10-63.10(A) through XI-10-63.10(E), Cost Recovery, of this chapter. In appropriate circumstances, the City Manager shall request the City Attorney to obtain all necessary judicial approval for entry onto the subject premises for abatement purposes. (Ord. 124.27 (24), 8/2/05)

F. Hearing Procedure Before City Manager and His/Her Designees

All hearings shall be tape recorded.

Hearings need not be conducted according to the technical rules of evidence.

Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions in courts of competent jurisdiction in this state. Any relevant evidence shall be admitted if it is the type of evidence on which reasonable persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state. Irrelevant and unduly repetitious evidence shall be excluded. (Ord. 124.27 (25), 8/2/05)

G. Appeal of Decision by City Manager and His/Her Designees to the City Council

The decision of the City Manager and His/Her Designees may be appealed to the City Council in conformance with the provisions of Milpitas Municipal Code Section I-20-5. (Ord. 124.27 (26), 8/2/05)

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H. Limitation on Filing Judicial Action

Any judicial action appealing the City Council's decision and order shall be commenced within thirty (30) calendar days of the date of service of the decision. (Ord. 124.27 (27), 8/2/05)

I. Summary Abatement of Immediate Hazard or Obstruction

In the event of:

1. A nuisance defined by statute, ordinance or resolution as a public nuisance which constitutes an immediate danger to persons or property;
2. A nuisance defined by statute, ordinance or resolution as a public nuisance which is located or maintained on public property including, but not limited to, any public right-of-way, highway, sidewalk, easement, park or building; or
3. Any obstruction or encroachment to free passage upon any public property (which is hereby declared to be a public nuisance) including, but not limited to, any public right-of-way, highway, easement, sidewalk, park or building, the City Manager may, forthwith and without notice, abate said nuisance and recover the cost of abatement as provided for in Section XI-10-63.10, Cost Recovery, of this chapter. Summary abatement may include the temporary removal to a safe location of persons placed in immediate danger from a public nuisance. In such event, the City shall be entitled to recover all costs related to the removal, including but not limited to, storage of possessions and rental of living accommodations, as well as any other recoverable cost provided for in Section XI-10-63.10, Cost Recovery, of this chapter. (Ord. 124.27 (28), 8/2/05)

XI-10-63.10 Cost Recovery

A. Recovery of Costs

This section establishes procedures for the recovery of administrative costs, as well as attorneys' fees and costs, incurred by the City in the enforcement process, for the abatement of conditions defined as a nuisance or violation by Section XI-10-63.07, Administrative Citation Procedure, of this chapter. (Ord. 124.27 (30), 8/2/05)

B. Definition of Costs

For the purposes of this Chapter, "costs" shall mean administrative costs, including staff time expended and reasonably related to nuisance abatement cases, for items including, but not limited to, investigation, site inspection and monitoring, testing, reports, telephone contacts, correspondence and meetings with affected parties, as well as all attorneys' fees incurred pursuant to any action, administrative proceeding, or special proceeding to abate the nuisance including, but not limited to, filing fees and fees for witnesses. Pursuant to Government Code Section 38773.5(a), where the City seeks to recover attorneys' fees at the initiation of any action or proceeding, a prevailing opposing party may recover its reasonable attorneys' fees to the extent that the amount of said fees does not exceed the amount of reasonable attorneys' fees incurred by the City in the action or proceeding. (Ord. 124.27 (31), 8/2/05)

C. Cost Accounting and Recovery Required

The City shall maintain records of all costs incurred by responsible City departments associated with the enforcement process pursuant to this Chapter and shall recover the costs from the property owner/occupant as provided by this section. (Ord. 124.27 (32), 8/2/05)

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D. Notice of Cost Recovery Requirements

The City Manager shall include in the "Notice to Abate" a statement of the intent of the City to charge the property owner/occupant for all costs incurred by the City if the violation is not corrected as required. The notice shall state that the property owner/occupant will receive at the conclusion of the enforcement case a summary of enforcement costs associated with the processing of the case. (Ord. 124.27 (33), 8/2/05)

E. Collection of Charges

Such costs shall be recoverable as provided for in Sections XI-10-63.11(A) through XI-10-63.11(B), Record of Cost Abatement and Assessment and Lien, of this chapter. (Ord. 124.27 (34), 8/2/05)

XI-10-63.11 Lien Procedure

A. Record of Cost of Abatement

The City Manager shall keep an account of the costs, as defined in Section XI-10-63.10(B), Definition of Costs, of this chapter, for abating such nuisance on each separate lot or parcel of land where the work is done by the City and shall render an itemized report in writing showing the cost of abatement, including the rehabilitation or repair of said property, including any salvage value relating thereto. A copy of the same shall be posted for at least five (5) calendar days upon such property, together with a notice of the right to appeal to the City Manager. A copy of said report and notice shall be served upon the owner/occupants of said property, based on the last equalized assessment roll or the supplemental roll, whichever is more current. If the owner/occupant of record, after diligent search, cannot be found, the notice may be served by posting a copy thereof in a conspicuous place upon the property for a period of ten (10) days and publication thereof in a newspaper of general circulation published in the county in which the property is located. Proof of said posting and service shall be made by affidavit filed with the City Clerk. The owner/occupant shall have thirty (30) calendar days from the date upon which the notice is served to reimburse the City for its costs or to otherwise make arrangements for repayment as to which the City, in its sole discretion, may agree. (Ord. 124.27 (36), 8/2/05)

B. Assessment and Lien

The total cost for abating such nuisance, as so confirmed by the City Manager, shall, upon failure to pay the costs as specified in Section XI-10-63.11(A), Record of Cost Abatement, of this chapter, constitute a lien or special assessment pursuant to Government Code Sections 38773.1 (nuisance abatement lien), 38773.2 (graffiti nuisance abatement lien) or 38773.5 (special assessment), or 38773.6 (graffiti special assessment) against the respective lot or parcel of land to which it relates. After confirmation and recordation of a Notice of Special Assessment, a certified copy of the City Manager's decision shall be filed with the Santa Clara County Assessor's Office on or before August 1 of each year, whereupon it shall be the duty of said Assessor to add the amounts of the respective assessments to the next regular tax bills levied against said respective lots and parcels of land for municipal purposes and thereafter said amounts shall be collected at the same time and in the same manner as ordinary municipal taxes are collected, and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided of ordinary municipal taxes. All laws applicable to the levy, collection and enforcement of municipal taxes shall be applicable to such special assessments. Upon recordation in the Office of the County Recorder, a Notice of Lien, as so made and confirmed, shall constitute a lien on said property and from the date of recording shall have the force, effect, and priority of a judgment lien.

In the alternative, after such recordation, such lien may be foreclosed by an action brought by the City for a money judgment or by any other means provided by law.

A Notice of Lien for recordation shall be in form substantially as follows:

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NOTICE OF LIEN

(Claim of City of Milpitas)

Pursuant to the authority vested by the provisions of Section XI-10-63.03, Declaration of Public Nuisance, of the Milpitas Municipal Code, the City Manager of the City of Milpitas did on or about the _____ day of _____, 20____, cause the property hereinafter described to be rehabilitated or the building or structure on the property hereinafter described, to be repaired or demolished in order to abate a public nuisance on said real property, pursuant to an order to abate issued by on; and the City Manager of the City of Milpitas did on the _____ day of _____, 20____, assess the cost of such rehabilitation, repair, demolition, or abatement upon the real property hereinafter described; and the same has not been paid nor any part thereof; and that said City of Milpitas does hereby claim a lien on such rehabilitation, repair, or abatement in the amount of said assessment, to wit; the sum of \$_____: and the same, shall be a lien upon said real property until the same has been paid in full and discharged of record.

The real property hereinabove mentioned, and upon which a lien is claimed, is that certain parcel of land lying and being in the City of Milpitas, County of Santa Clara, State of California, owned by and more particularly described as follows (legal description):
(description)

Dated this _____ day of _____, 20____.

City Manager

In the event that the lien is discharged, released, or satisfied, either through payment or foreclosure, notice of the discharge containing the amount of the lien, the name of the agency on whose behalf the lien was imposed, the date of the abatement order, the public right-of-way address, legal description, and the name and address of the recorded owner/occupant of the property shall be recorded by the governmental agency. A nuisance abatement and the release of the lien shall be indexed in the grantor-grantee index.

(Ord. 124.27 (37), 8/2/05)

XI-10-63.12 Interest on Liens

A. Amount of Interest on City Liens and Assessments—Findings

The City Council finds and declares that the establishment of an interest accrual requirement as to unpaid City liens and assessments upon real property which are of record with the County Recorder for Santa Clara County is a necessary and appropriate exercise of the City Council's police power. (Ord. 124.27 (39), 8/2/05)

B. Accrual of Interest on Liens and Assessments

Unless otherwise prohibited by law or regulation, all liens and assessments which are imposed by the City against any real property located in the City of Milpitas that are recorded on and after the effective date of this regulation shall accrue interest at the rate of eight (8) percent annually until the lien or assessment, including interest thereon, is paid in full. (Ord. 124.27 (40), 8/2/05)

XI-10-63.13 Miscellaneous

A. Alternative Actions Available; Violation an Infraction

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Nothing in this chapter shall be deemed to prevent the Council from ordering the commencement of a civil proceeding to abate a public nuisance pursuant to applicable law or from pursuing any other remedy available under applicable law. Violation of the provisions of this Chapter constitutes an infraction, as set forth in Section I-1-4.09 of the Municipal Code. The City Manager is designated as the enforcement authority. (Ord. 124.27 (42), 8/2/05)

B. Additional Costs of Abatement

The City Council provides that a court may order the owner/occupant of property responsible for a condition that may be abated in accordance with this Chapter to pay three times the costs of abatement pursuant to Government Code 38773.7 upon the entry of a second civil court judgment for violation of this Chapter within a two-year period. (Ord. 124.27 (43), 8/2/05)

C. Residential Rental Housing

The notice sent to the owner/occupant of residential rental housing pursuant to Section XI-10-63.09(A), Notification of Nuisance, of this chapter, shall contain the statement required by Health and Safety Code Section 17980 regarding the application of Revenue and Taxation Code Sections 17274 and 24436.5, which allow the Franchise Tax Board to deny state income tax deductions to taxpayers who fail to bring substandard residential rental property into compliance with this Chapter. (Ord. 124.27 (44), 8/2/05)

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SECTION 64 DEVELOPMENT REVIEW PROCESS

- 10-64.01 Purpose and Intent
- 10-64.02 Authority for Land Use and Zoning Decisions
- 10-64.03 Consideration of Concurrent Applications
- 10-64.04 Public Hearing
- 10-64.05 Appeals
- 10-64.06 Expiration of Permit or Approvals

XI-10-64.01 Purpose and Intent. This Chapter is intended to describe the general procedures for filing applications when required or permitted by this title.

XI-10-64.02 Authority for Land Use and Zoning Decisions. Table XI-10-64.02 (Decision-Making Body and Role) identifies the city official or body responsible for reviewing and making decisions on each type of application, land use permit, and other entitlements required by this Zoning Ordinance.

**Table XI-10-64.02
Decision-Making Body and Role¹**

Type of Permit or Decision	Procedures are found in:	Planning Division	Planning Commission Subcommittee	Planning Commission	City Council
Land Use Permits and other Development Entitlements					
Staff Review ²		Issuance		Appeal ³	Appeal
Conditional Use Permits	XI-10-57.04			Decision	Appeal
Development Agreements				Recommend	Decision
Minor Site Development Permits	XI-10-57.03	Decision	Decision	Appeal ³	Appeal
Mobile Home Park Conversion Permit	Title XI, Chapter 20			Recommend	Decision
Planned Unit Development	XI-10-54.07			Recommend	Decision
Site Development Permits	XI-10-57.03			Decision Recommend ⁴	Appeal Decision ⁴
Variances	XI-10-57.06			Decision	Appeal
Zoning Ordinance Administration and Amendments					
General Plan Amendments	XI-10-57.02			Recommend	Decision
Specific Plan Amendments	XI-10-57.02			Recommend	Decision
Zoning Amendments	XI-10-57.02			Recommend	Decision

¹ "Recommend" means that the decision-making body makes a recommendation to a higher decision-making body; "issuance" means that the permit is a ministerial action that is issued by the decision-making body; "decision" means that the decision-making body makes the final decision on the matter; "appeal" means that the decision-making body

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may consider and decide upon appeals to the decision of an earlier decision-making body. Any decision by the Planning Commission may be appealed to the City Council as specified in Section XI-10-64.05, Appeals.

² Includes Home Occupation Permits (Section XI-10-13.05), Minor Site Development Permits (Section XI-10-57.03) reviews requiring building permits and other reviews by Planning Division staff not requiring a building permit or review by other decision-making bodies. Any appeal shall first be to the Planning Commission. The Planning Commission's decision, in turn, may be appealed to the City Council, whose decision shall be final.

³ The Planning Commission's decision may be appealed to City Council, whose decision shall be final.

⁴ Refer to Section XI-10-45.09 regarding the process for projects within the "H" Hillside Overlay District.

10-64.03 Consideration of Concurrent Applications

A project that includes more than one application may be combined and processed concurrently, as long as all applicable processing requirements are satisfied. The purpose of allowing concurrent review is to consolidate final action on the project with the highest review authority responsible for making a decision on the applications for a project. The following shall apply to concurrently processed applications:

- A. Public Hearing and Nonpublic Hearing Applications.** When an application requiring a public hearing is combined with an application that does not require a public hearing, the combined applications shall require a public hearing.
- B. City Council and/or Planning Commission as Highest Review Authority.** When City Council and/or Planning Commission review is required for at least one (1) of the applications for a project, the final decision on all applications shall be made by the highest review authority.

When the City Council is the highest review authority for a project, all review by other bodies with approval authority over the applications shall be in the form of a recommendation to the City Council.

When the Planning Commission is the highest review authority for a project, all review by other bodies with approval authority over the applications shall be in the form of a recommendation to the Planning Commission.

- C. Omitting Planning Commission Subcommittee Review.** In order to eliminate redundant review and an unnecessary lengthening of the discretionary review process, it is appropriate to eliminate Planning Commission Subcommittee review of some applications. When combined applications are being processed for a project, and both Planning Commission and Planning Commission Subcommittee review are required, Planning Commission Subcommittee review shall be omitted and Planning Commission review substituted.

XI-10-64.04 Public Hearing

- A. Time.** Time of Giving Notice. Whenever notice of hearing is required by this Chapter, it shall be given at least ten (10) calendar days before the hearing.
- B. Manner.** Manner of giving notice. Whenever notice of hearing is required by this Chapter for any of the following matters, unless otherwise provided by law:

**Table XI-10-64.03
Public Hearing Requirements**

Project¹	Notification Required Radius	Community Meeting Required²
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Project ¹	Notification Required Radius	Community Meeting Required ²
Conditional Use Permit	1,000 feet	No
Development Agreements	300 feet	No
Environmental Impact Report	1,000 feet	No ³
General Plan Amendment	1,000 feet	Yes
Mobile Home Park Conversion Permit	Within the mobile home park	Yes
Site Development Permit	300 feet	No
Specific Plan Amendment	300 feet	No
Variance	500 feet	No
Zoning Amendment	1,000 feet	Yes

¹ Amendments to Conditional Use Permits, Development Agreements, Site Development Permits and Variances shall have the same requirements, unless otherwise noted.

² A community meeting shall be held prior to the public hearing.

³ Follow the requirements of the California Environmental Quality Act.

1. For projects requiring a public hearing and/or a community meeting identified within Table XI-10-64.03, or for revocation, suspension or modification of the same, or an appeal from the action taken thereon, notice shall be given as per State of California Government Code Section 65091 and by the following:
 - a. Publishing the notice in a newspaper of general circulation within the City. In addition, for General Plan amendments, Zoning amendments, Conditional Use Permits and Variances, a second notice being a quarter (1/4) page advertisement shall be published in a newspaper of general circulation.
 - b. Posting one (1) sign notice per 1,000 lineal feet of property street frontage in a conspicuous place on the affected property visible from the street frontage. If the affected property has no street frontage, no less than one (1) sign notice shall be required to be posted.
 - c. Mailing the notice. It shall be the responsibility of the applicant to furnish the labor and materials regarding copies, postage, envelopes and labels for mailing of the notice.
 - i. Mailing the notice, in accordance with Section I-20-2.02 of the Milpitas Municipal Code to all property owners and residential renters as specified in Table 10-64.03. The Planning Division staff shall have the discretion to require a 1,000 feet notification requirement for public hearings, if the project is deemed to be potentially controversial.
 - ii. Mailing the notice, in accordance with Section I-20-2.02 of the Milpitas Municipal Code, to the owner of the subject real estate property and the applicant, respondent or appellant.
 - iii. Mailing the notice, in accordance with Section I-20-2.02 of the Milpitas Municipal Code to the Milpitas Unified School District and, in addition, to any other local agency expected to provide essential facilities and services to the project and whose ability to provide said facilities and services may be significantly affected.

10-64.05 Effective Date of Approval

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Unless there is an appeal the date of approval is the date on which the decision-making body votes on the motion of approval. When there is an appeal, the date of approval is the date of the administrative vote on the motion finally determining the appeal.

10-64.06 Expiration of Permit or Approvals

A. Expiration of an Approved Application. An application approved in accordance with this Chapter shall be deemed to have expired, when either of the following occurs:

1. When the activity permitted by the approved application is not commenced, as defined in Subsection B of this Section, Commencement of a Permitted Activity, within two (2) years, or for projects submitted with tentative maps, within the time limits of the tentative map. The time period during which a project must be commenced starts on the effective date of a decision approving a project, as defined in Section XI-10-64.05, Effective Date of Approval, of this Chapter.
2. When the activity permitted by the approved application has lapsed, as defined in Subsection C of this Section, Lapse of a Permitted Activity.

B. Commencement of a Permitted Activity. An activity permitted by an approved application shall be deemed to have commenced when the project:

1. Completes a foundation associated with the project, or
2. Dedicates any land or easement as required from the zoning action, or
3. Complies with all legal requirements necessary to commence the use, or obtains an occupancy permit, whichever is sooner.

C. Lapse of a Permitted Activity. An activity permitted by an approved application shall be deemed to have lapsed at the following times:

1. In accordance with Section XI-10-56.03(A)(3), Continuation, expansion and change of use, of this Chapter, regarding nonconforming uses.
2. When that activity ceases operation and/or the business closes at such location for a period of at least one (1) year.

D. Renewal of an Expired Application. Any approved application which has been allowed to expire shall be subject to the filing of a new application pursuant to Section XI-10-57, Applications, of this Chapter.

10-64.07 Extension of Time

A. Authority. An extension of time may be issued for approved applications by the Planning Commission.

B. Submittal of Extension Requests.

1. Time Limits on Submitting Extension Requests. Unless otherwise provided by state law, extension requests for approved applications described in Section XI-10-57, Applications, of this

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Chapter shall only be considered if the written request for the extension is filed with the Planning Division prior to the approved application's expiration date.

2. Method of Request. Requests for extensions shall be made in writing and shall state the reasons why an extension is needed.

C. Processing Extension Requests. Extension requests for approved applications described in Section XI-10-57, Applications, of this Chapter shall be processed in the same manner as a new application, except that the extension request shall only be reviewed by the Planning Commission as the decision-making authority. A request for an extension of time may be approved, conditionally approved or denied. If approved, conditions may be added to the approved application.

D. Circumstances Under Which Extensions May Be Granted. An extension of the approval of a project may be granted if the current findings for the specific type of permit be made by the decision-making authority.

E. Length of extension. The Planning Commission shall only grant a single time extension within the time period specified in the approval or for eighteen (18) months if no time is specified.