

# NOTICE OF DECISION

March 6, 2024

Augie Nickels Lora Martinson Springfield Sign 4825 E Kearney Street Springfield, MO 65803

RE: DR02-78-C (PDR-2023-00115): Oasis at the Islands - CSP Amendment

Dear Augie & Lora:

The proposal consists of two requests:

 An amendment to the Oasis at the Islands Comprehensive Sign Program (CSP) establishing new standards for Freestanding Monument Sign separation/placement.

### Existing CSP Language:

B (1) - One (1) freestanding sign is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minimum separation of three hundred (300) feet between freestanding signs can be achieved regardless of the size of the signs or building setbacks, and regardless of whether the signs are on the same lot or on separate adjoining lots.

### Proposed CSP Language:

B (1) - One (1) freestanding sign is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minimum separation of *one hundred (100)* feet between freestanding signs can be achieved regardless of the size of the signs or building setbacks, and regardless of whether the signs are on the same lot or on separate adjoining lots.

2. The installation of one (1) Freestanding Monument Sign for Andy's Frozen Custard. The proposed monument sign is to be located along the northern property line of the site and will be designed in conformance with the Oasis at the Islands CSP. The subject site is an approximately 0.76-acres, generally located at the southeast corner of McQueen and Elliot Roads, and zoned Shopping Center (SC) with a Planned Area Development (PAD) overlay.

### <u>Findings</u>

Staff has reviewed the revised drawings received for Administrative Design Review regarding the Oasis at the Islands - CSP Amendment. Staff has made the following findings:

- The project is consistent with the LDC and applicable design guidelines.
- The project is compatible with adjacent and nearby development.
- The project design provides for safe and efficient provision of public services.

Based on the above, staff has <u>approved this Administrative Design Review</u> with the following attached information and conditions:

- 1. Construction must conform to the exhibits submitted for this request, consisting of the following sheets: POA approval, project narrative, aerial, site plan, sign details /colors & materials, and the 2001 Oasis at the Islands Comprehensive Sign Plan. All exhibits are stamped administratively approved March 6, 2024.
- 2. The proposed freestanding monument sign shall be shifted 21' to the west to establish a minimum separation of 100' between existing monument signage.
- 3. All other relevant policies and standards set forth in the 2001 Oasis at the Islands Sign Program shall remain in full effect.
- 4. The applicant must obtain any necessary building permits prior to construction.

If you have any questions regarding the above, please contact me at (480) 503-6759 or <u>sal.disanto@gilbertaz.gov</u>.

Sincerely,

Sal DiSanto

Sal DiSanto Planner I

# Attachments:

90 E. Civic Center Drive Gilbert, AZ 85296 1. Approved exhibits stamped 3/6/2024.

# Oasis Property Owners Assoc.

c/o 42 S. Hamilton Place, Suite 101 Gilbert, Arizona 85233 480-820-1519 \* 480-912-3357 fax

February 8, 2024

Augie Nickels South National Development Company LLC 2432 E Madrid St. Springfield, MO 65804

RE: APPROVAL MONUMENT SIGNAGE & SPACING ANDY'S FROZEN CUSTARD 670 W MCQUEEN

Augie:

Thank you for speaking to us and adjusting proposed signage for our adjoining properties.

The proposed recent signage changes, as proposed are Approved by the Associatoin, as presented.

Thank you for submitting. Please contact me with any questions.

Sincerely,

David L. Heywood

David L. Heywood Property Manger Oasis Property Owners Assoc.

APPROVED Administrative Design Review Case # DR02-78-C (DR23-115) Date



### Exhibit #2- Project Narrative

### Project Description:

The project is a new Andy's Frozen Custard freestanding desert restaurant at 1545 W. Elliot Road or Lot 3 of Oasis at the Islands. The architecture of the building is consistant with middle 20<sup>th</sup> century ice cream, frozen custard, and drive-in resturants. Wall signs, fesstanding menus, and monument signs are all integral parts of this design and experience.

### Proposed CSP Changes:

The 2001 Comprehensive Sign Package for The Oasis at the Islands shopping center established in DR01-61-CSP reads:

### B. Freestanding Signs

1. One (1) freestanding sign is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minuum seperation of three hundred (300) feet between fresstanding signs can be achieved regardless of the size of the signs or building setbacks, and regardless of whether the signs are on the same lot or on separate adjoining lots.

The dimensions of the lot won't allow 300' of spacing from the existing Chevron Station's monument sign without encroachjement into the existing driveway. A proposed change to the CSP language is requested:

### **B.** Freestanding Signs

1. One (1) freestanding sign is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minuum seperation of one hundred (100) feet between fresstanding signs can be achieved regardless of the size of the signs or building setbacks, and regardless of whether the signs are on the same lot or on separate adjoining lots.

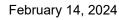
### Criteria & Placement:

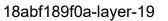
The size, shape, and placement of the proosed sign meet the CSP's requirement as written and are depicted in the attached exhbits.

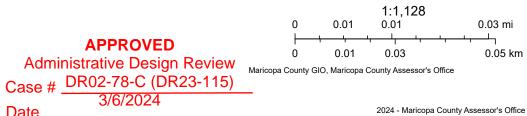
### South National Development Company

2432 East Madrid Street Springfield, MO 65804 APPROVED Administrative Design Review Case # DR02-78-C (DR23-115) Date

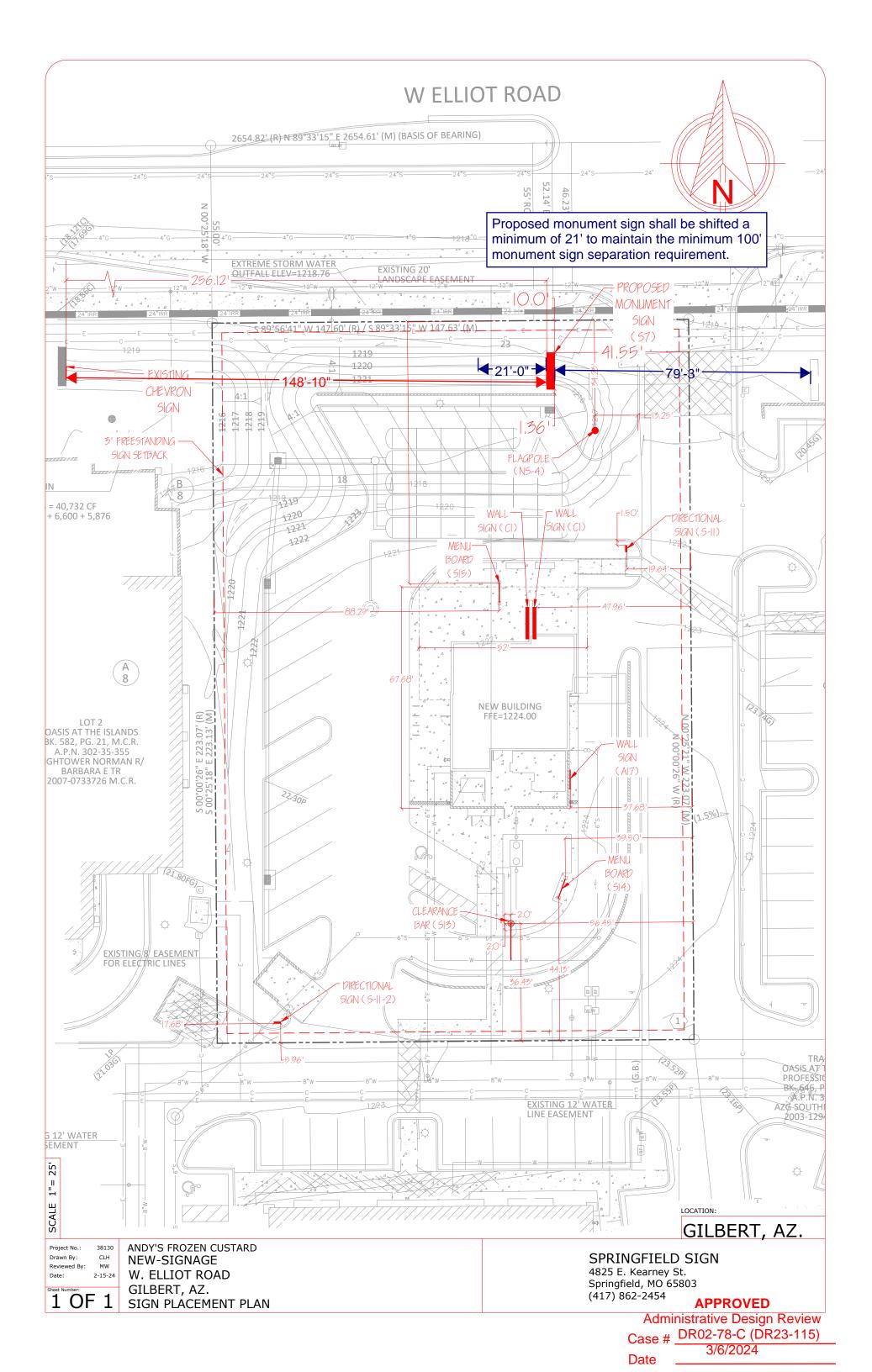




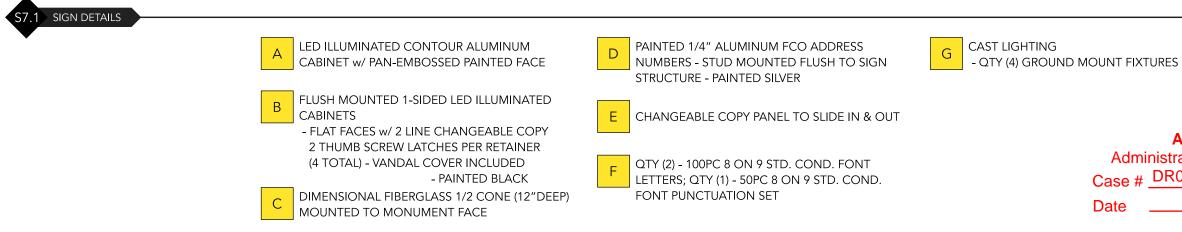




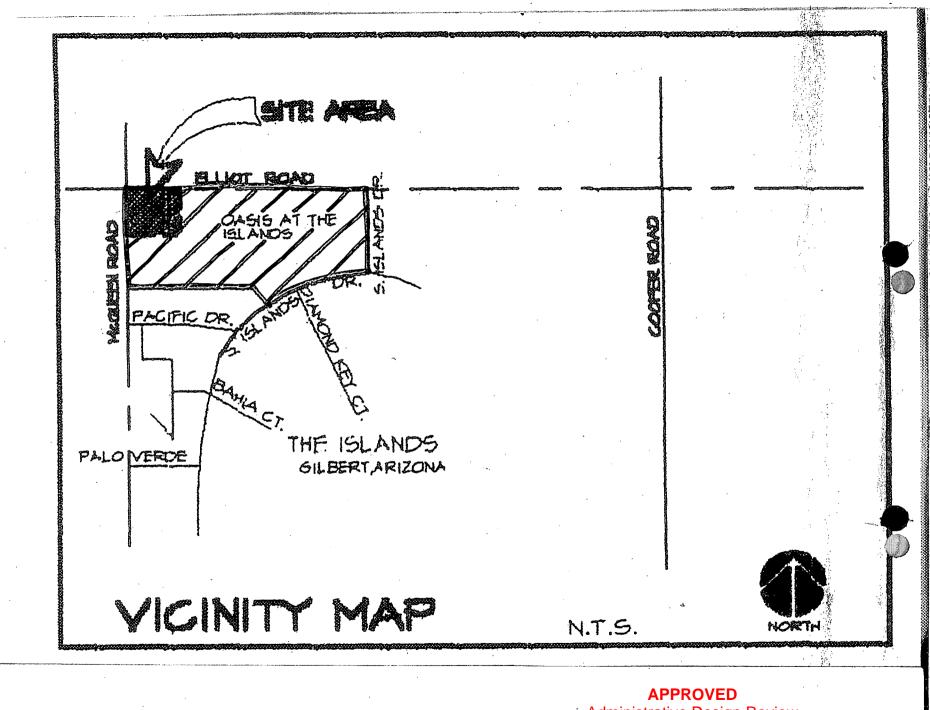
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**APPROVED** Administrative Design Review Case # \_DR02-78-C (DR23-115) 3/6/2024



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Administrative Design Review Case # DR02-78-C (DR23-115) Date

# OASIS AT THE ISLANDS McQUEEN ROAD AND ELLIOT ROAD MASTER SIGN PACKAGE

All signs shall comply with the approved sign package, and sign permit shall be Obtained from the Town of Gilbert prior to the installation of signage.

And there shall be no exposed raceways, ballasts, crossovers, conduits,

Conductors, transformers, etc. shall be permitted.

All signs shall be approve by Oasis Shopping Center before submitting to Town of Gilbert for sign permits for spacing and color of Plexiglas used.

A. Wall Signs

- 1. Aggregate Area Allowance for each business, the maximum area permitted for all wall signs shall be the greater of: the sign area permitted under (A) (2) longest frontage of the tenant/user suite facing the street, if any, or the sign area permitted under (A)(2) for the length of the tenant/user suite in which the principal entrance to the business is located. In all cases, a minimum of sixteen (16) square feet in wall sign area shall be allowed per tenant /user.
- 2. Area allowed per building elevation the maximum area permitted for any building elevation for the business shall be one-half (0.5) square feet of sign area for each linear foot of the building elevation occupied by the business suite. For buildings set back in excess of seventy-five (75) feet from the street right-of-way line, one and one-half (1.5) square feet of sign area shall be allowed for each linear foot of building street frontage for the business suite.
- 3. Wall Sign Placement wall signs may be placed on any exterior wall of the business suite, subject to the area allowances for that building elevation and subject to the aggregate area allowances for all wall signs for the business. For buildings in which a customer entrance is located on a wall that faces abutting residentially-zoned property, signs placed on such a wall shall be non-illuminated, not to exceed sixteen (16) square feet in sign area and installed no higher than fourteen (14) feet above finished grade. Otherwise, no wall signs shall face abutting residentially-zoned property.
- 4. Wall signs shall complement the architecture of the building' and shall be placed on an area that is free of architectural details on the facade. The sign shall fit proportionally with the overall building mass and design, as well as the individual tenants' space. The length of the sign shall not exceed more than 80% of the elevation of the tenant/user's suite on which the sign is placed.
- 5. Wall-mounted cabinet signs exceeding six (6) square feet in area are prohibited.
- 6. Individual pan-channel letters shall have Bronze returns with Gold trim caps B. Freestanding Signs
- 1. One (1) freestanding sign is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minimum separation of three hundred (300) feet between freestanding signs can be achieved regardless of the size of the signs or building setbacks, and regardless of whether the signs are on the same lot or on separate adjoining lots.
- 2. Freestanding monument signs shall not exceed sixty (60) square feet in area or eight (8) feet in height. All freestanding signs shall be set back at least three (3) feet from any property`line and shall not interfere with required vehicular sight distances.

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**Design Review** (DR APPROVED Q **DR02-78** Administrative #

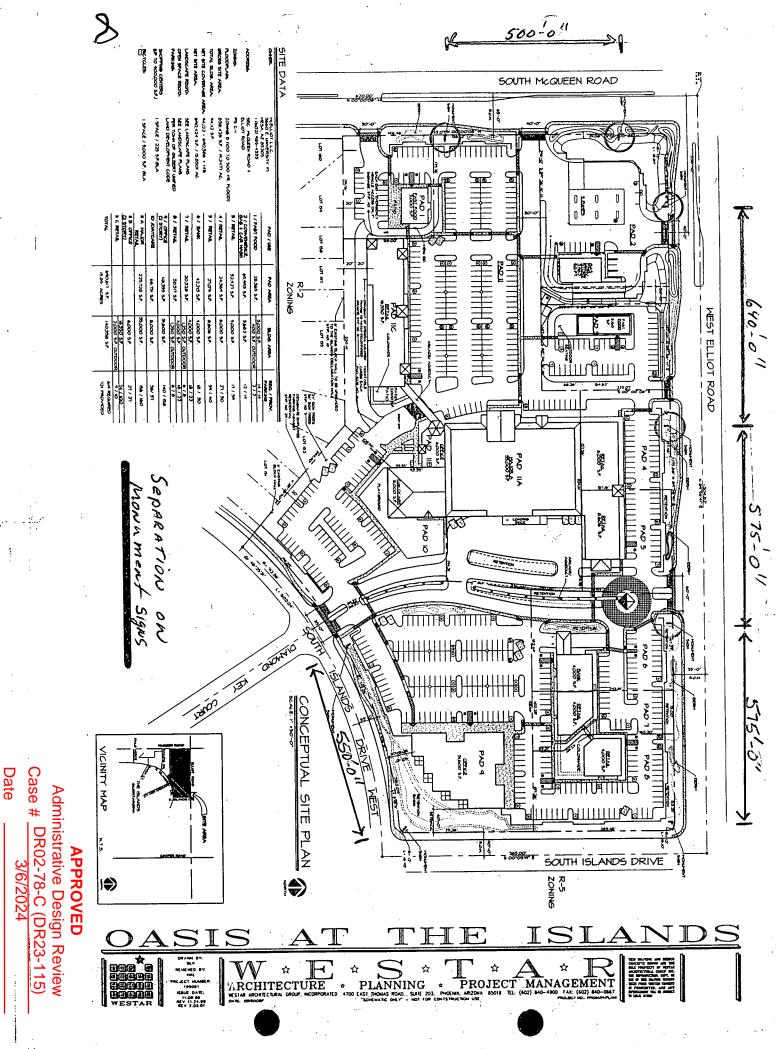
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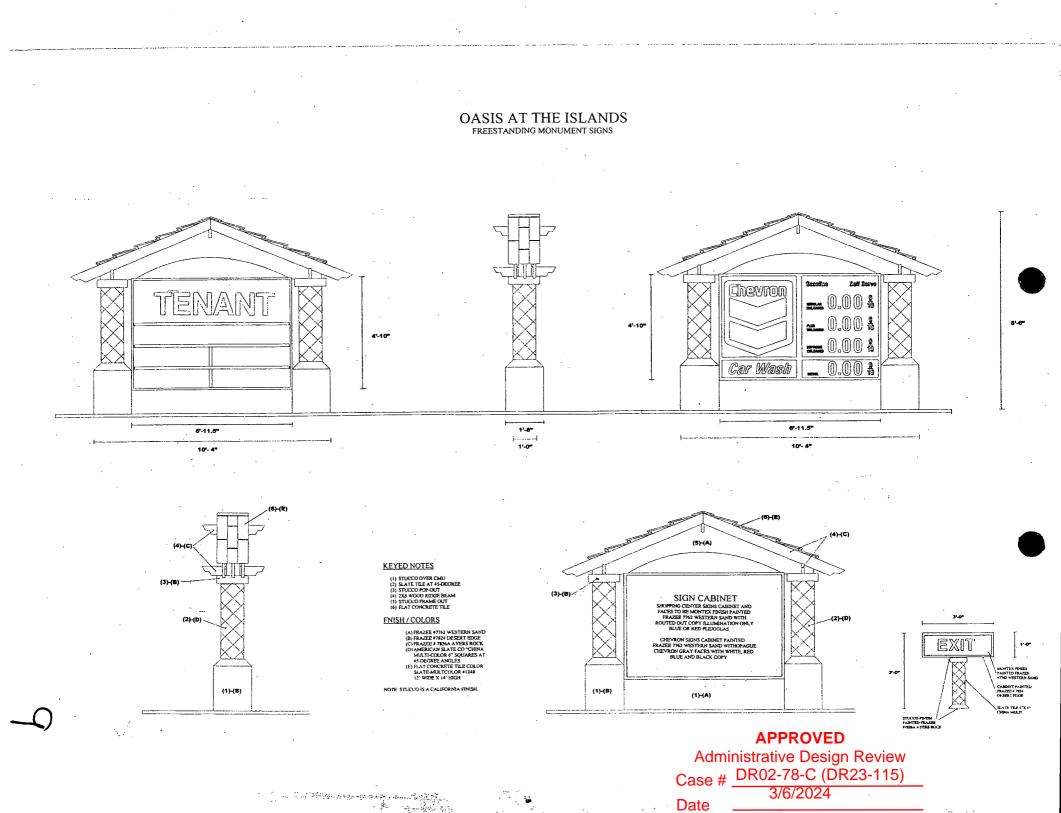
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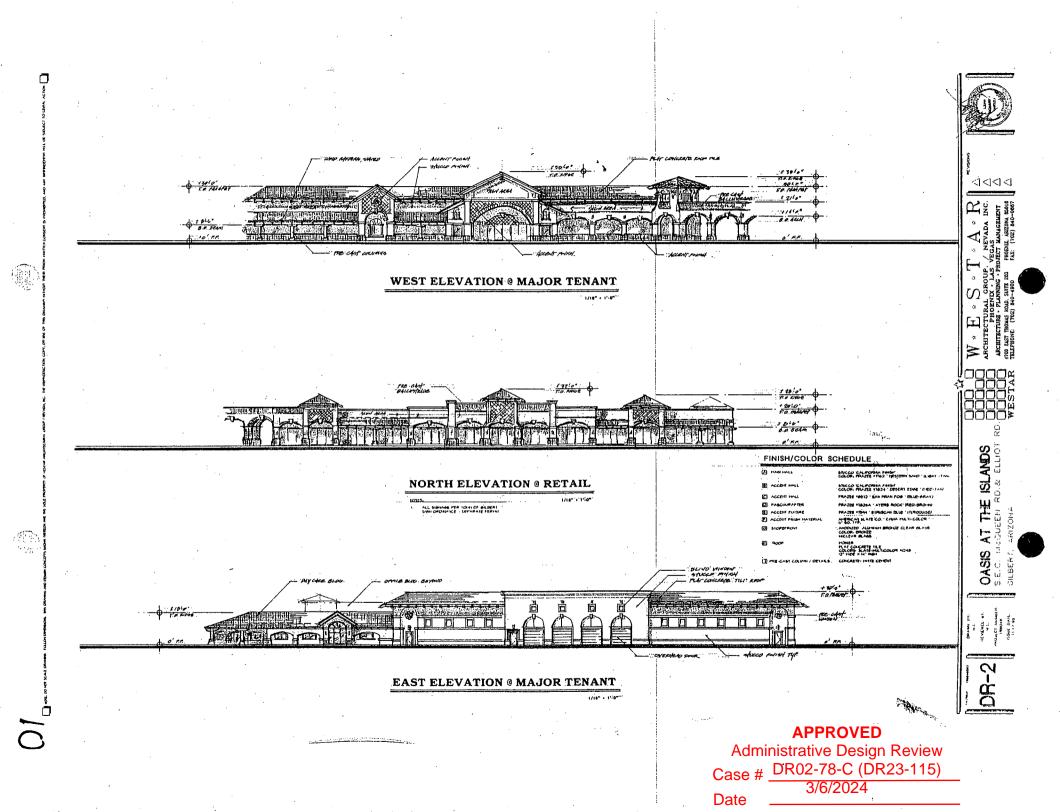
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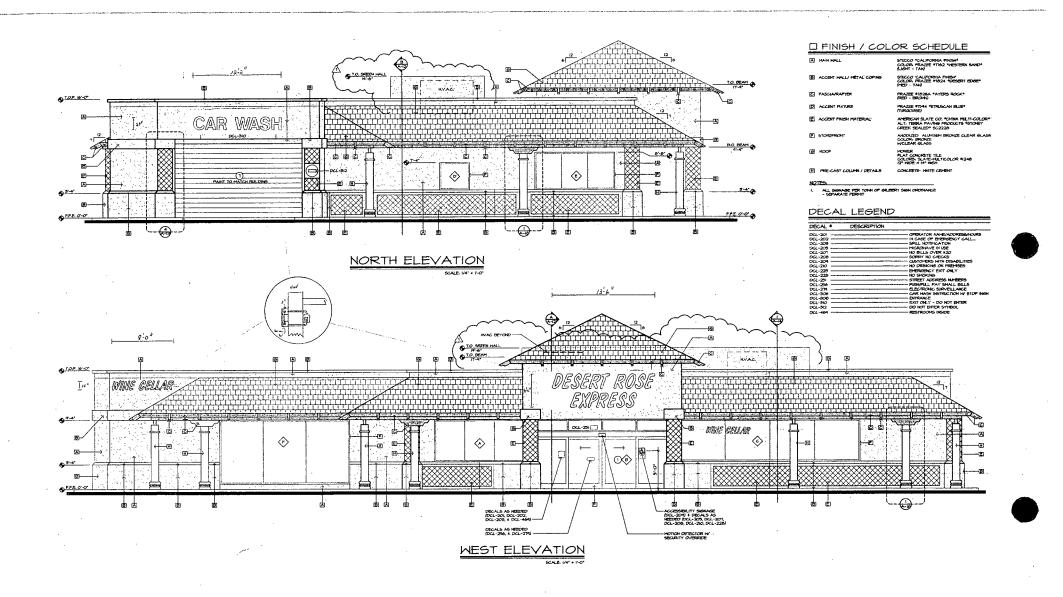
- C. Service Station Canopy Signs
  - Such sign may display the company logo. The maximum number Of signs attached to a canopy shall be limited to two (2) signs, not to exceed six (6) square feet in area for each sign. No part of the sign shall project from a canopy wall a distance greater than two (2) inches. The sign shall be centered on the face of the canopy with a minimum of three (3) inches from the top and three (3) inches from the bottom.
- D. Change Panel Signs
- 1. Exclusively for the purpose of advertising price signs for gasoline stations shall only identify the current price (s) of fuel sold.
- E. Window Signs
  - 1. In addition to the total sign entitlement, during the period that sale of goods or services are being conducted, individual businesses may display a sale sign, without a sign permit, in a first floor window area up to maximum six (6) feet behind the window area, provided that the area of such sign shall not exceed twenty-five (25) percent of the total window area. Permitted window signs shall be designed in terms of size, color, and format to inform pedestrian shoppers of temporary sales and other special events.
- F. Interior Directional
- 1. Such signs shall not exceed three (3) square feet in area nor three (3) feet in height. The sign area for such signs shall not be included when calculating the sum total of sign area for a use. Such sign shall be limited traffic directional arrow and copy to read "Enter" or "Exit" only, except that graphics may be included limited to a single business logo, and occupying n o more than twenty-five (25) percent of the sign area. Such signs shall be located within the center or complex and shall not be placed in the required perimeter landscape setback.
- G. Pump topper or spanner
- 1. Signs affixed to the top or sides of an operable fuel-dispensing pump as approved by the Design Review Board.
- H. Temporary Signs
- 1. The following temporary signs are allowed subject to the issuance of a sign permit.
- 2. Grand Opening Banners and Non-Rigid Signs: Canvas signs, banners, and advertising flags, are permitted as follows: up to thirty-two (32) square feet of sign area for occupancies of 0 to 5,000 square feet; eighty (80) square feet in area, for occupancies greater than 5,000 square feet up to 15,000 square feet; one hundred- and-twenty (120) square feet of sign area, for occupancies greater than 15,000 up to 50,000 square feet, and a maximum of one hundred-and-sixty square feet (160) of sign area, for occupancies greater than 50,000 square feet. These signs shall be allowed only for the initial opening of a new business; new occupancy, or new proprietor or management. Temporary banners and signs may be displayed for a period not to exceed sixty (60) consecutive days from the date of occupancy.
- 3. Quarterly Banners: Quarterly banners, such as: coming soon, special sales, lease/rental, or now hiring are permitted, up to thirty two (32) square feet in area, for a period not to exceed thirty (30) consecutive days for every quarter. "Quarterly Sales".
- 4. Portable "A" frame signs shall not be permitted on Shopping Center site.

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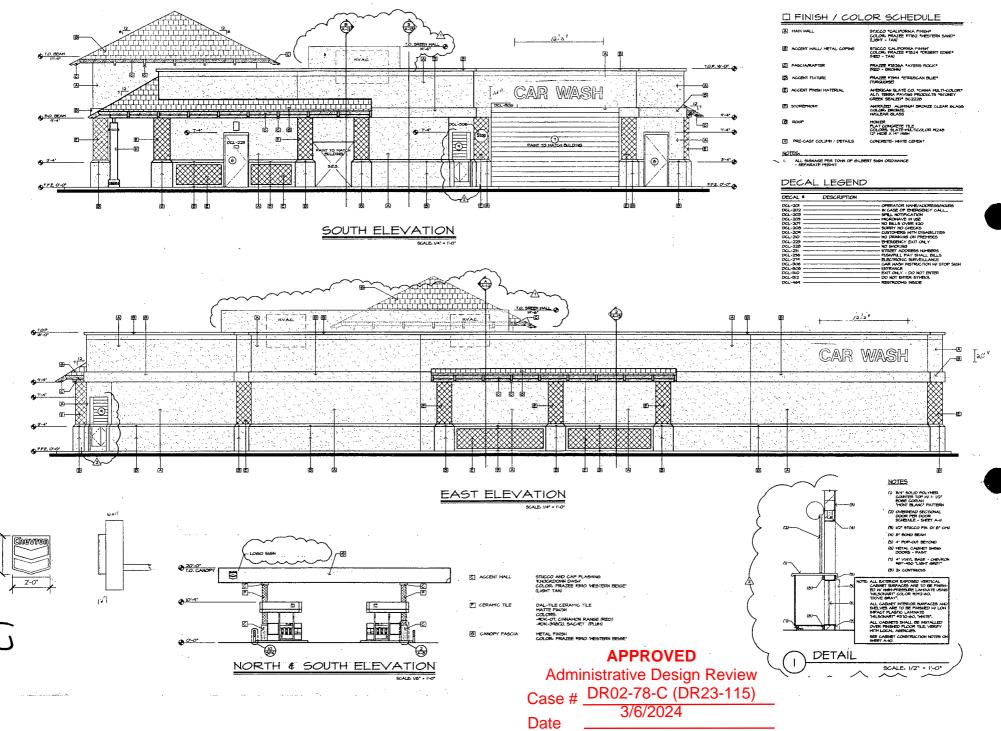








APPROVED Administrative Design Review Case # DR02-78-C (DR23-115) 3/6/2024 Date





# NOTICE OF ADMINISTRATIVE DECISION

March 25, 2019

Dave Heywood Oasis at the Islands Property Owners 42 S. Hamilton Place Ste. 101 Gilbert, AZ 85233 dave@heywoodmanagement.com

RE: Administrative Design Review DR02-78-B (PDR-2019-00032) Oasis at the Islands CSP Amendment.

Dear Mr. Heywood:

Staff has reviewed and **approved** your Minor Administrative Design Review **DR02-78-B (PDR-2019-00032)** to amend the existing Comprehensive Sign Plan (CSP) for Oasis at the Islands Commercial and Condo Signage, located at the southeast corner of McQueen and Elliot Roads. The subject site is zoned Shopping Center (SC).

A summary of the amendment to the existing CSP for Oasis at the Islands is listed below:

Commercial Signage:

- Update the text in the Comprehensive Sign Criteria for form and clarity;
- Under "Type of Sign" remove reverse pan channel aluminum letters to be placed 1" off of fascia as a permitted type of sign;
- Under "Color of Sign" change list of permissible colors to be determined by Tenant/Owner with approval of board;

Office Condo Signage:

- Update the text in the Comprehensive Sign Criteria for form and clarity;
- Update color of sign from copper marble to black;

Staff has **approved** your request with the following conditions:

1. All signs will meet the CSP and obtain a sign permit from The Town of Gilbert prior to installation.

If you have any questions regarding these findings, please contact me at (480) 503-6625.

Sincerely,

Stephanie Bubenheim Planner II Town of Gilbert

# Oasis at the Islands Property Owners Assoc. Commercial Signage SEC McQueen and Elliot Roads

### Comprehensive Sign Criteria

The purpose of the Comprehensive Sign Criteria is to create a graphic environment that is individual and distinctive in identity for the merchants and to be compatible with other signs within the Oasis at the Islands development. The total concept should give an impression of quality, professionalism and instill a good business image.

The following specifications are to be used for design of your sign; however, in all cases final written approval is required by the "Oasis at the Islands Property Owners Assoc." Board, "Board" prior to manufacturing and installation of all signs.

<u>PROCEDURE</u>: Completed sign drawing(s) are to be submitted to Board for approval. Copy will be returned to the Tenant / Owner, with accompanying letter of approval, or disapproval for their file.

Following written approval, Tenant / Owner to obtain approval and permit from Town of Gilbert prior to installation of sign. Tenant / Owner shall have the responsibility to comply with all pertinent signage codes, requirements, standards and specifications.

#### NOTICE:

WRITTEN APPROVAL AND CONFORMANCE WITH THIS SPECIFICATION DOES NOT IMPLY CONFORMANCE WITH LOCAL TOWN AND OTHER APPLICABLE SIGN CODES. SIGNAGE MUST BE PERMITTED AND MUST COMPLY WITH THE TOWN OF GILBERT'S SIGN AND ELECTRICAL CODES. A COPY OF SIGN PERMIT AND RECEIPT MUST BE SUBMITED TO LANDLORD PRIOR TO MANUFACTURING AND INSTALLATION OF ALL SIGNS.

#### 1. <u>Wall Signs</u>

- a. All signage for Tenants / Owners calculated by the following formula: The maximum area permitted for any building elevation for the business should be one (1.0) square feet of sign area for each linear foot of occupied building elevation. For buildings set back in excess of seventy-five (75) feet from the street right-of-way line, one and one-half (1.5) square feet of sign area shall be allowed for each linear foot of occupied building elevation. No sign to exceed 80% occupied suite building elevation. Maximum sign area to be no greater than the total sign allowance area set forth above for (a) the longest building elevation of the tenant or owner suite facing the street, or (b) the length of the building elevation of the tenant or owner suite where its' principle entrance is located.
- 2. <u>Type of Signs</u>
  - a. Individual, pan channel, interior illuminated, aluminum letters. Letters are to be mounted flush to fascia centered within the fascia area above its premises.
  - b. Painted lettering or flashing, moving or audible signs and panel signs are prohibited.
  - c. Freestanding signs are prohibited except as outlined herein.

- 3. <u>Size of Sign</u>
  - a. The overall LENGTH of spread of letters shall not exceed 80% of occupied suite building elevation.
  - b. HEIGHT of sign to be determined by Tenant square footage.
- 4. <u>Style of Sign</u>
  - a. Any style (block, script, upper or lower case) may be used.
  - b. All logos used in signage to be approved by Board.
- 5. <u>Color of Sign</u>

a. Face color to be determined by Tenant / Owner, with approval of Board.

- 6. <u>Construction of Letters</u>
  - a. Individual channel letters will have 3/16" Plexiglas faces
  - b. Returns and backs .063 minimum aluminum
  - c. No anomaly or wood in manufactured returns or backs may be used
  - d. All bolts, fasteners, clips, etc shall be hot dipped galvanized iron, stainless steel, aluminum, brass or bronze and shall be painted out with sign mounting surface.
- 7. <u>Placement of Letters</u>
  - a. Letters to be centered on the fascia area of storefront left to right and centered vertically top to bottom. Maintain 9" space on each end.
  - b. All required penetrations of the fascia for signage shall be neatly sealed in a water tight condition. No exposed conduit or fasteners allowed.
  - c. In the event Tenant removes sign, Tenant will be responsible for the repair and repaint of any damage to the building fascia
  - d. Tenant or its sign contractor shall not penetrate the roof of the building for any reason.
- 8. <u>Lighting</u>
  - a. Signs shall be interior illuminated with neon or LED lighting. Exposed neon is prohibited.
  - b. All electrical will be U.L. or equivalent approved.
  - c. Electrical power shall be brought to required location at TENANT expense. Tenant shall install time clock at Tenant breaker box.
  - d. All transformers, conduit and other equipment shall be concealed behind the fascia in a watertight installation.

### 9. <u>Detail Drawing</u>

- a. One (1) copy of a complete and detailed drawing by Sign Company shall be submitted to Board for final review and approval
- b. Elevation of building fascia and sign shall be drawn to scale
- c. Drawing shall indicate the following specifications:
  - i. Type, color and thickness of Plexiglas or other material
  - ii. Type of material used for backs and returns
  - iii. Finish used on all returns
  - iv. type of illumination and mounting method
- d. Drawing must include fascia cross-section showing electrical connections.
- 10. <u>Window Signage</u>
  - a. Windows signage must conform to the Town of Gilbert and must be approved by the Board.
  - b. In no case shall any window display exceed 25% of given window area.
  - c. Portable neon window displays are highly encouraged to enhance the marketplace environment. Transformers for neon displays shall be placed above ceiling with glass sleeves housing all GTO cable and have clear Plexiglas back plates behind exposed neon tubing. UL approved transformers are required.
  - d. Standard white vinyl die cut copy may be used to display hours of business, emergency numbers, etc. Any other graphics or text intended to be applied to the windows or doors much have prior written approval of Board.
  - e. All window graphics and displays must be represented in a clearly illustrated manner and shall be subject to Board approval. No handwritten signs of any form shall be permitted.
- 11. Freestanding Signs
  - a. One (1) freestanding signs is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minimum of three hundred (300) feet between signs can be achieved regardless of whether the signs are on the same lot or separate adjoining lots or of size of building setbacks.
  - b. Freestanding monument signs shall not exceed sixty (60) square feet in signage area or eight feet in height. All signs shall be set back at lease three (3) feet from any property lines and shall not interfere with required vehicular sight distances.
  - c. Board will issue and/or remove tenant panels on monument as its sole discretion.
  - d. Tenant / Owner must submit drawing for Board approval for any tenant / owner issued panels. Any panels used without Board approval will be replaced at Tenant / Owners expense.
  - e. Detail Drawing for Freestanding Signs
    - i. One (1) copy of a complete and detailed drawing by Sign Company shall be submitted to Landlord for final review and approval
    - ii. Drawing shall indicate the following specifications;
      - 1. Type of all materials used
      - 2. Type of mounting method used

### **APPROVED**

Minor Administrative Design Review Case # DR02-78-B (PDR-2019-00032)

March 25, 2019

Date

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#### 12. **Directory Signs**

a. One (1) sign for each five (5) tenants or uses shall be allowed, not to exceed forty (40) square feet in area or eight (8) feet in height. All director signs shall be set back at least twenty-five (25) feet from any right-of-way line. Such signs shall be used to guide pedestrians to individual businesses. Directory signs may be placed only on the premises. Such signs may only be placed in internal pedestrian access areas, except for parking lots where they may be installed adjacent to vehicular access areas, provided their location has been approved by the Design Review Board or Planning Staff. Such signs shall be used only for the purposes of direction and identification. Directory signs may be non-illuminated, or illuminated internally or by indirect lighting.

### **APPROVED**

Minor Administrative Design Review Case #\_\_\_\_\_ (PDR-2019-00032) March 25, 2019

Date

# Oasis at the Islands Property Owners Assoc. Commercial Signage for Oasis Professional Plaza Office Condos Assoc. Buildings A portion of the Center at SEC McQueen and Elliot Roads

### Comprehensive Sign Criteria

The purpose of the Comprehensive Sign Criteria is to create a graphic environment that is individual and distinctive in identity for the merchants and to be compatible with other signs within the Oasis Professional Plaza Condos and the Center. The total concept should give an impression of quality, professionalism and instill a good business image.

The following specifications are to be used for design of your sign; however, in all cases final written approval is required by the "Oasis Professional Plaza Office Condos Assoc." Board of Directors, "Board" prior to manufacturing and installation of all signs.

<u>PROCEDURE</u>: Completed sign drawing(s) are to be submitted to Board for approval. Copy will be returned to the Tenant / Owner, with accompanying letter of approval, or disapproval for their file.

Following written approval, Tenant / Owner to obtain approval and permit from Town of Gilbert prior to installation of sign. Tenant / Owner shall have the responsibility to comply with all pertinent signage codes, requirements, standards and specifications.

#### NOTICE:

WRITTEN APPROVAL AND CONFORMANCE WITH THIS SPECIFICATION DOES NOT IMPLY CONFORMANCE WITH LOCAL TOWN AND OTHER APPLICABLE SIGN CODES. SIGNAGE MUST BE PERMITTED AND MUST COMPLY WITH THE TOWN OF GILBERT'S SIGN AND ELECTRICAL CODES. A COPY OF SIGN PERMIT AND RECEIPT MUST BE SUBMITED TO LANDLORD PRIOR TO MANUFACTURING AND INSTALLATION OF ALL SIGNS.

- 1. Wall Signs
  - a. All signage for Tenants / Owners calculated by the following formula: maximum area permitted for any building elevation for the business should be one (1.0) square feet of sign area for each linear foot of occupied building elevation. For buildings set back in excess of seventy-five (75) feet from the street right-of-way line, one and one-half (1.5) square feet of sign area shall be allowed for each linear foot of occupied building elevation.
- 2. <u>Type of Signs</u>
  - a. One Quarter Inch (1/4") flat cut, non-illuminated aluminum letters. Letters are to be mounted flush to building fascia.

Comprehensive Sign Criteria Page 2 of 3

- 3. <u>Size of Sign</u>
  - a. Depth One Quarter Inch (1/4").
  - b. The overall LENGTH of spread of letters shall not exceed 12'-0" of designated area.
  - c. HEIGHT No letter shall exceed a height of 12" with a total height not to exceed 24".
  - d. Signage may not exceed a total of sixteen (16) square feet.

#### 4. Style of Sign

- a. Any style (block, script, upper or lower case) may be used.
- b. All logos used in signage to be approved by Board.
- <u>Color of Sign</u>
   a. All letters to be Black.
- 6. <u>Construction of Letters</u>
  a. One Quarter Inch (1/4") Flat cut non-illuminated aluminum letters.
- 7. <u>Placement of Letters</u>
  - a. Letters to be centered on designated area of building from left to right and centered vertically top to bottom.
- 8. <u>Lighting</u>
  - a. All signs shall be non-illuminated.
- 9. Detail Drawing
  - a. One (1) copy of a complete and detailed drawing by Sign Company shall be submitted to Board for final review and approval
  - b. Elevation of building fascia and sign shall be drawn to scale
  - c. Drawing shall indicate the following specifications:
    - i. Type, color and thickness of metal lettering
    - ii. Type of material used for backs and mounting
- 10. <u>Window Signage</u>
  - a. Windows signage must conform to the Town of Gilbert and must be approved by the Board.
  - b. In no case shall any window display exceed 25% of given window area.
  - c. Portable neon window displays are highly encouraged to enhance the marketplace environment. Transformers for neon displays shall be placed above ceiling with glass sleeves housing all GTO cable and have clear Plexiglas back plates behind exposed neon tubing. UL approved transformers are required.
  - d. Standard white vinyl die cut copy may be used to display hours of business, emergency numbers, etc. Any other graphics or text intended to be applied to the windows or doors much have prior written approval of Board.
  - All window graphics and displays must be represented in a clearly illustrated manner and shall be subject to Board approval. No handwritten signs of any form shall be permitted.

Comprehensive Sign Criteria Page 3 of 3

- 11. Freestanding Signs
  - a. One (1) freestanding signs is allowed for up to the first three hundred (300) feet of street frontage. Additional signs may be allowed where a minimum of three hundred (300) feet between signs can be achieved regardless of whether the signs are on the same lot or separate adjoining lots or of size of building setbacks.
  - b. Freestanding monument signs shall not exceed sixty (60) square feet in signage area or eight feet in height. All signs shall be set back at lease three (3) feet from any property lines and shall not interfere with required vehicular sight distances.
  - c. Board will issue and/or remove tenant panels on monument as its sole discretion.
  - d. Tenant / Owner must submit drawing for Board approval for any tenant / owner issued panels. Any panels used without Board approval will be replaced at Tenant / Owners expense.
  - e. Detail Drawing for Freestanding Signs
    - i. One (1) copy of a complete and detailed drawing by Sign Company shall be submitted to Landlord for final review and approval
    - ii. Drawing shall indicate the following specifications;
      - 1. Type of all materials used
      - 2. Type of mounting method used
- 12. Directory Signs
  - a. One (1) sign for each five (5) tenants or uses shall be allowed, not to exceed forty (40) square feet in area or eight (8) feet in height. All director signs shall be set back at least twenty-five (25) feet from any right-of-way line. Such signs shall be used to guide pedestrians to individual businesses. Directory signs may be placed only on the premises. Such signs may only be placed in internal pedestrian access areas, except for parking lots where they may be installed adjacent to vehicular access areas, provided their location has been approved by the Design Review Board or Planning Staff. Such signs shall be used only for the purposes of direction and identification. Directory signs may be non-illuminated, or illuminated internally or by indirect lighting.