

THE CITY OF POMONA

Development Services Department



January 25, 2024

John Peña
101 S. Main St
Pomona 91766

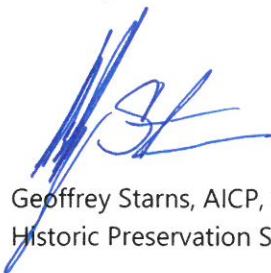
Subject: Notice of Decision for File No.(s) MINCOA 00090-2024

Dear Mr. Peña,

The Planning Division has reviewed your Certificate of Appropriateness application to install a metal wall sign and low profile monument sign at a historic property known as The Masonic Temple, located at 395 S. Thomas Street, within the Downtown Landmark Quarter Historic District. Upon review of the City's historic preservation ordinance and design guidelines your project has been **approved**. The attached decision letter provides the analysis and basis for the decision. There is a 20 day appeal period from the date of approval: Wednesday, February 14, 2024.

If you have any questions, please contact me at (909) 620-2445 or email me at Geoffery.Starns@pomonaca.gov.

Sincerely,



Geoffrey Starns, AICP, LEED AP BD+C
Historic Preservation Supervisor

Attachment

- o Sign Plans



City of Pomona

MINOR CERTIFICATE OF APPROPRIATENESS DECISION LETTER

FILE NO: MINCOA 00090 – 2024

A request for a Minor Certificate of Appropriateness for the installation of a metal wall sign and low profile monument sign at a historic property known as The Masonic Temple, located at 395 S. Thomas Street, within the Downtown Landmark Quarter Historic District.

ADDRESS: **395 S. Thomas Street**

APPLICANT: John Peña

PROJECT PLANNER: Geoffrey Starns, Historic Preservation Supervisor

DECISION: Approve File No(s). MINCOA 00090 – 2024.

BASIS FOR DECISION

Staff reviewed Pomona’s Historic Preservation Ordinance (Section .5809-13), the applicable design standards in Preserving Pomona – The Pomona Guide to Historic Preservation, and the Downtown Pomona Specific Plan. In order to approve a Minor Certificate of Appropriateness Staff must determine that the findings contained in the City’s Historic Preservation Ordinance can be made.

Applicable Design Standards (Downtown Pomona Specific Plan)

For Wall Signs:

- Walls signs shall be located only on a primary or secondary building frontage and shall not extend above an eave or parapet.
- Wall signs shall have individual letters and may be either internally (except as cabinet signs) or externally lit.
- Back-lit signs, also referred to as halo-lit signs, consisting of opaque individually cut letters installed directly on a building.
- Electrical transformer boxes and raceways are required to be concealed from public view. If a raceway cannot be mounted internally behind the finished exterior wall, the exposed metal surfaces of the raceway shall be finished to match the background wall or integrated into the overall design of the sign. If a raceway is necessary, it should be as thin and narrow as possible and should never extend in width or height beyond the area of the sign’s lettering or graphics.
- All exposed conduit and junction boxes shall also be concealed from public view.
- Maximum area of a wall sign is limited to 1.5 square feet per linear foot of building frontage
- Wall signs are only permitted for business located on the first floor of a building and businesses located on the other floors when limited to one square foot per lineal foot of building frontage.



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- Wall signs should be designed to create a clearly defined edge, provide shadow relief, and a substantial appearance. This effect is generally difficult to achieve by painting the sign directly on the building.
- Wall signs shall be designed to be compatible with the storefront in scale, proportions, and color.
- Wall signs shall be mounted flush and fixed securely to a building wall, projecting no more than 12 inches from the face of a building wall, and not extending sideways beyond the building face or above the highest line of the building to which it is attached.

For Low-Profile Monument Signs:

- A low-profile monument sign shall have a base and sign face area above it.
- Use of architectural details such as cornices and materials that complement or reflect those on the building is required.
- Lettering shall consist of individual letters in a style and material that is consistent with the business use and/or the architectural style of the on-site building.
- Maximum height of the sign, including the base and sign face, shall be limited to four feet.
- N/A Illumination shall consist of either external fixtures designed to complement the sign's appearance or halo-lighting.
- A maximum of one low-profile monument sign is permitted per property.
- The area around the base of the sign shall be covered with a minimum width of two feet of landscaping, rock, or other aesthetic material to soften the appearance of the sign
- Low-profile monument signs may be located within any land use district in the Downtown Pomona Specific Plan, but are limited to properties where the main building is set back a minimum of ten feet from the front property line.
- Low profile signs shall only be used when other types of signage would not provide adequate identification

CONDITIONS OF APPROVAL:

The Planning Division has completed its review of MINCOA 00090 – 2024. The request has been **approved**. The approval is subject to the following conditions:

1. The approval shall be used in the manner requested and shall be in substantial conformity with the plans approved by the Planning Division on the date listed on this letter, in accordance with the revision and/or additional conditions specifically required in this approval.



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2. The approval shall be valid for not more than one year from the date of Permit approval. The Planning Division may grant a time extension for one (1) year provided that a written request by the applicant is submitted to the Planning Division within thirty (30) days prior to the expiration date without a fee. If plans are submitted to the Building and Safety division within one year from the date of approval, the proposed action shall be considered active.
3. The applicant shall obtain any required permits from the Building & Safety Division and/or Department of Public Works.
4. In the event that the approved plans under this Minor Certificate of Appropriateness are inconsistent with the provisions of the California Code of Regulations, Title 24 and/or any other applicable uniform building codes, the applicable building codes shall prevail.
5. Any deviation from the approved plans, shall require modification to the Certificate of Appropriateness and require approval of the Planning Division and, if necessary, the Historic Preservation Commission.
6. All project conditions shall be imprinted on the title sheet of the construction drawings (if required). The approved set of plans shall be retained on-site for review by Building Inspectors during the course of construction.
7. Prior to Occupancy the Planning Division shall inspect the premises to ensure the Conditions of Approval have been met and that the project has been constructed per the approved plans.
8. Construction Activities:

Hours of construction activity shall be limited to:

7:00 a.m. to 8:00 p.m., Monday through Saturday
(There shall be no construction allowed on Sunday or on any Federal or State Holiday)
9. Violation of any of the conditions of this permit shall be cause for revocation and termination of all rights thereunder.
10. The applicant shall obtain a building permit prior to any demolition or construction.
11. Electrical transformer boxes and raceways are required to be concealed from public view.
12. All junction boxes shall also be concealed from public view. Any exposed conduit should be flush against building and painted white to match façade of building to better conceal it from public view.



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13. The area around the base of the sign shall be covered with a minimum width of two feet of landscaping, rock, or other aesthetic material to soften the appearance of the sign.

APPEALS

This decision will become final on Wednesday, February 14, 2024, unless an appeal is filed with the Planning Division prior to this date. The applicant or any member of the public may file an appeal. There is no cost to file an appeal for a Minor Certificate of Appropriateness. Appeals may be filed with the contact listed in this letter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Geoffrey Starns".

Geoffrey Starns, AICP, LEED AP BD+C
Historic Preservation Supervisor

January 25, 2024

Date

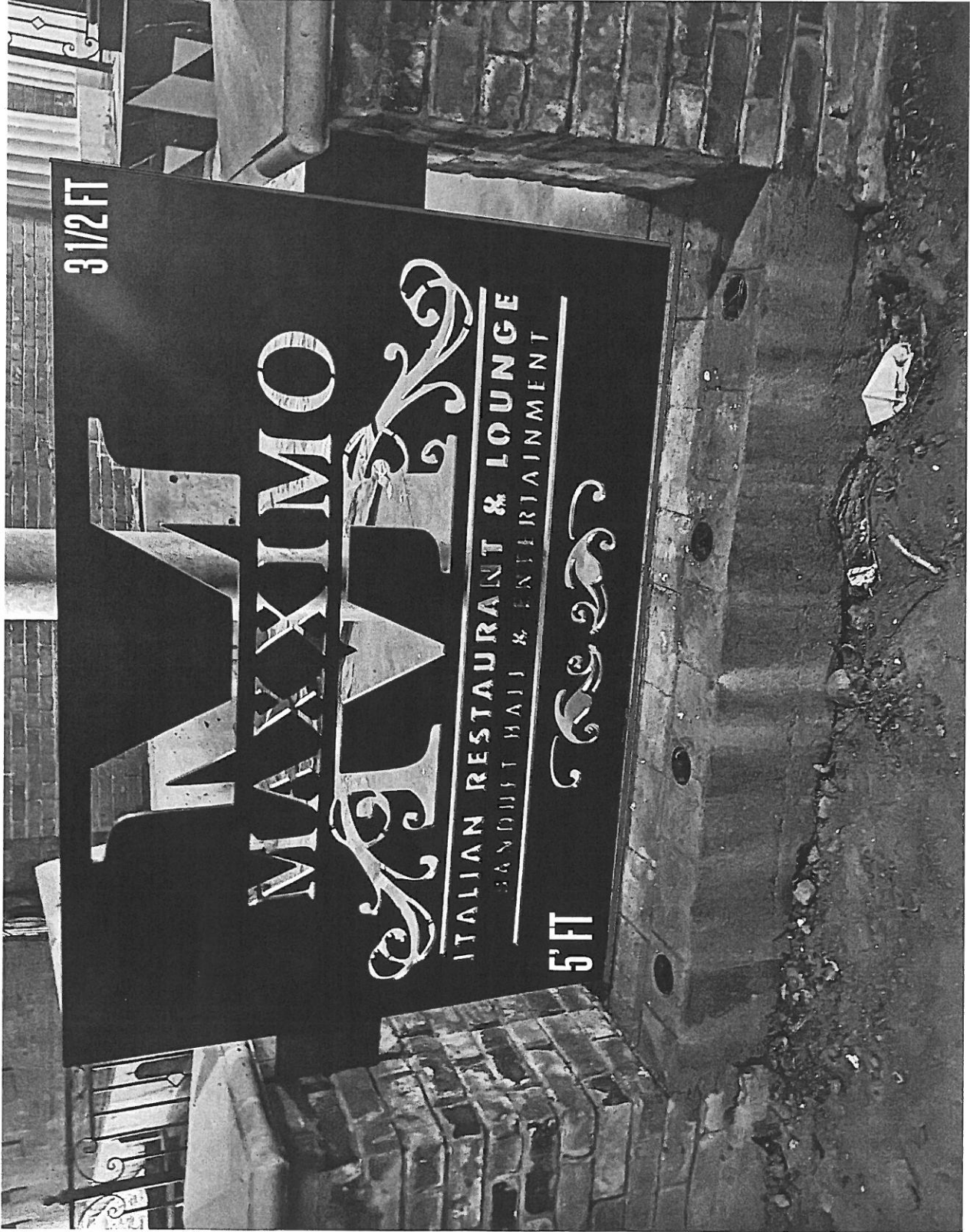


SIGN IS TO BE 11' FT. IN WIDTH & 13" IN. IN HEIGHT

SIGN IS MADE OUT OF 1/4 INCH METAL & HANGS FROM BUILDING WALL.

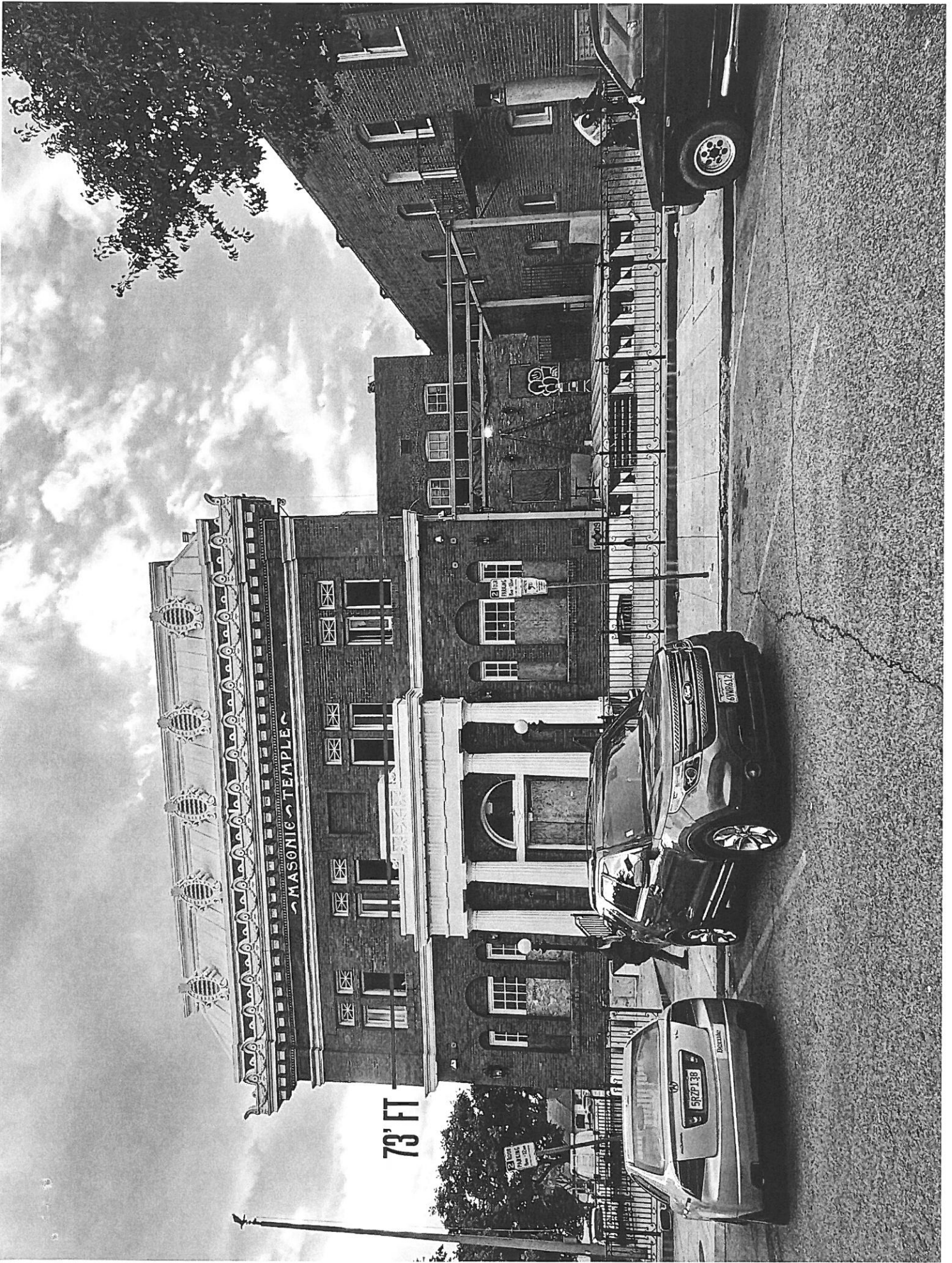
NO ELECTRICITY NEEDED.

1/2 inch Deep



SIGN IS TO BE 5' FT. IN WIDTH & 3 1/2 FT IN HEIGHT

**SIGN IS MADE OUT OF 1/2 INCH METAL & IS WELDED TO EXISTING METAL
NO ELECTRICITY NEEDED.**



MASONIC TEMPLE

73' FT

5RZP138

DETROIT

5RMA12

DETROIT

2 HOUR PARKING

2 HOUR PARKING



MASONS TEMPLE

MASONS TEMPLE

City of Pomona Receipt

BILLING CONTACT

JOHN PENA
101 S Main St
Pomona, CA 91766



Receipt #: TRC-051822-18-01-2024
Permit # MINCOA-000090-2024
Invoice # 00056776

FEE		TRANSACTION TYPE	PAYMENT METHOD	AMOUNT PAID
MPGS	431-1712-40117-00000	Fee Payment	Cash	\$3.33
PLN - Minor Cert. Of Appropriateness	101-1712-40125-00000	Fee Payment	Cash	\$59.47

Total Paid
For MINCOA-000090-2024
on 01/18/2024 at 7:53:47AM
by HFlamenco
Amount: \$62.80