

CITY OF YREKA PLANNING DEPARTMENT
701 Fourth Street, Yreka, CA 96097 530-841-2324
APPLICATION FOR SIGN PERMIT

APPLICANT: _____ PHONE # _____

APPLICANT ADDRESS: _____

IF OTHER THAN APPLICANT,
NAME OF PROPERTY OWNER: _____

PROPERTY OWNER ADDRESS: _____

PROJECT LOCATION: _____

DESCRIPTION OF PROPOSED PROJECT: **See page 2, attached hereto and made a part hereof.
(Complete page 2 for each sign requested, except for Historic Sandwich Signboard*.)**

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CITY FEES & REQUIREMENTS:

- ADMINISTRATIVE APPROVALS & ISSUANCE\$75.00
Depending on the sign, a building permit may be required along with engineered building plans signed by a California Licensed Engineer. A separate building permit application will be required with building permit fee.

- SIGN USE PERMIT – PLANNING COMMISSION APPROVAL..... \$235.00 – deposit/cost (\$125.00 Sign Use Permit, \$85.00 Public Hearing & \$25.00 Public Hearing Notices). Must provide sign drawings to scale and a letter to the Planning Commission detailing the request for the Sign Use Permit along with application. (A separate building permit will be required for pole signs and electrical signs).

- HISTORIC DISTRICT SIGN USE PERMITS.....\$75.00 - Historic District signs are subject to the provisions of the Yreka Municipal Code Title 17, regulating the size, shape, material, colors, graphics, and lettering styles. Depending on the sign, a building permit and engineered building plans signed by a California Licensed Engineer may be required. (Building Permit Fee \$50.00)

- HISTORIC DISTRICT SANDWICH SIGNBOARD.....\$25.00 (YMC # 17.04.110) *Maximum size allowed 4 ft. height x 16 inches wide.* Such sign shall only contain the word **“OPEN”** and shall be color, shape and design compatible with Historic District. Said sign shall be placed within sidewalk area only during hours the business is open to the public.
***Please submit with application an illustration of the proposed Historic District Sandwich signboard depicting the size and colors to be used, along with an insurance certificate with separate Additionally Insured Endorsement naming the City of Yreka as additionally insured in the amount of \$1,000,000.** See separate sheet regarding minimum requirements for insurance.

Applicant agrees to comply with any terms or conditions of any entitlement issued or permitted by the City pursuant to this application. The sign shall be removed within thirty days after the business closes and is no longer in operation. If signs are left on the premises, **PROPERTY OWNER** agrees to remove said signs within the thirty day time period.

PROPERTY OWNER’S SIGNATURE:
(REQUIRED) _____

APPLICANT SIGNATURE: _____ Date: _____

A.P. Number _____ ZONE: _____ GP DESIGNATION: _____ Permit No. _____

17.04.110 - Sidewalk encroachments.

Subject to the approval of the historic district and landmarks commission, an encroachment permit may be granted for the utilization of sidewalk areas within the historic district for sandwich signboards and outdoor dining facilities on sidewalk areas contiguous to the business applying for encroachment. The application for such an encroachment shall include those items required pursuant to Section 17.04.050 of the Yreka Municipal Code as may be relevant to the application and shall additionally include a schematic drawing of the sidewalk area and exact placement of any such proposed encroachment, together with existing encroachments. Applications for sandwich signboards shall be subject to the provisions of Section 17.04.080. Any such encroachment shall be subject to special provisions:

- (1) Sandwich signboards shall generally be placed adjacent to the curb and not exceed four feet in height and sixteen inches in width. Such sign shall contain only the word "Open" and shall be color, shape and design compatible with the district and adjacent properties.
- (2) Tables or chairs used for dining purposes shall not encroach upon more than one-half the width of the sidewalk. But in no event shall the traveled portion of the sidewalk be reduced to less than thirty-six inches or such width as may be required by state or federal law or regulations for handicap access. Such tables and chairs shall be of a color, shape and design compatible with the district and adjacent properties and be constructed of wood, wire, wicker or materials that resemble same. No alcoholic beverages shall be served or allowed at such tables.
- (3) Any encroachment allowed pursuant to this section shall be placed within sidewalks area only during hours the business is open to the public.
- (4) The permittee shall secure and keep in effect an endorsement of its general liability insurance naming the city of Yreka, its officers, agents and employees as additional insured for any or all liability arising out of such encroachment and said policy to have limits of not less than required under current city insurance guidelines.
- (5) The permit issued pursuant to this section may be revoked at any time by the historic commission after notice and hearing if it finds that the permittee has not complied with the terms of the permit or that such obstructions constitute a danger or hazard to the public.

(Ord. 668, 1992).

MINIMUM REQUIREMENTS FOR INSURANCE

CITY OF YREKA

An insurance policy shall be procured and maintained for the duration insuring against claims for injuries to persons or damages to property, which may arise from or in connection with the use of the premises. The cost of such insurance shall borne by the individual, group, service club, organization etc.

The general liability policy is to contain, or be endorsed to contain, the following provisions:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury, and property damage.
2. The insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the insurance and shall not contribute with it.
3. Each insurance policy shall be endorsed to state that coverage shall not be canceled, except after thirty (30) days' prior written notice by certificate mail, return receipt requested, has been given to the City.
4. Additional insured must be evidenced by separate endorsement.
5. The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the Commercial General Liability policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).