

**COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject

Exterior Lighting at the County Administration Center and Cedar & Kettner Parking Structure

**Policy
Number**

G-10

Page

1 of 2

Purpose

To establish a policy and guidelines governing the use of exterior lighting at the County Administration Center (CAC) and Cedar & Kettner (C&K) Parking Structure.

Background

Historically, the CAC has routinely used white exterior uplights around the building perimeter at night to illuminate architectural features and, infrequently, colored lenses were manually installed to recognize special events with the approval of the Board. Control of the building lights was limited to timers for the hours of operation.

Today, however, with the installation of programmable LED lighting fixtures at the CAC, a full range of colors, variation, sequencing and lighting levels is possible with remote operation through the building control system. In addition, the new C&K Parking Structure, one block east of the CAC, is equipped with programmable LED lighting fixtures on the North and West facades which have the additional capability of displaying words or images with animation. A limited number of pre-programmed images are available for use at the C&K Parking Structure and simple wording messages may be implemented quickly through the building control system but more complex special messages may require outside programming.

Therefore, in anticipation of more frequent and complex lighting changes at the CAC and C&K Parking Structure, it is necessary to establish a policy that regulates these lighting changes and provides guidelines for requests and approvals.

It is not the intent of the County to create or open the exterior of the CAC or the C&K Parking Structure as a forum for expressive activity.

Policy

It is the policy of the Board of Supervisors that all requests for exterior lighting changes at the CAC and C&K Parking Structure will be approved by the Chief Administrative Officer.

Exterior lighting changes shall be limited to the display of lights and light messages that promotes County-sponsored, including co-sponsorship with third parties, services, programs, events or products that support the County's mission or County-endorsed services, programs, events or products that support the County's mission.

Procedure

1. Requests for exterior lighting changes shall be made to the Chief Administrative Officer
2. All requests for exterior lighting changes will be forwarded to the CAC Property Manager for review of feasibility, compatibility with other scheduled events, and support cost estimates.
3. Requests shall be reviewed by the Chief Administrative Officer. The Chief Administrative Officer may, in his or her discretion, approve or deny any request for a change to the exterior lighting. The Chief Administrative Officer will notify the Board of Supervisors of all requests.
4. The Department of General Services will implement approved exterior lighting changes.

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Page

2 of 2

Responsible Departments

1. Department of General Services

Sunset Date

This policy will be reviewed for continuance by 12-31-2023.

References

06-21-16 (12)