

# PART 11.5 GENERAL REGULATIONS

CHAPTER 11.5.01	AFFORDABLE HOUSING DENSITY BONUS (RESERVED) .....	11.5-4
CHAPTER 11.5.02	GRADING .....	11.5-5
§11.5.02.001	Purpose. ....	11.5-5
§11.5.02.002	Applicability and Review Threshold. ....	11.5-5
§11.5.02.003	Development Review Criteria.....	11.5-5
CHAPTER 11.5.03	MECHANICAL EQUIPMENT.....	11.5-7
§11.5.03.001	Purpose. ....	11.5-7
§11.5.03.002	Applicability.....	11.5-7
§11.5.03.003	Standard Applying to the Single-Family Residential (R-1) Zone. ....	11.5-7
§11.5.03.004	Standards Applying to Multifamily Residential (R-3), Mixed Use (MU), and All Non-Residential Zones. ....	11.5-7
CHAPTER 11.5.04	LEGAL NONCONFORMING USES, STRUCTURES, AND PARCELS (RESERVED) ..	11.5-10
CHAPTER 11.5.05	OFF-STREET PARKING .....	11.5-11
§11.5.05.001	Purpose. ....	11.5-11
§11.5.05.002	Applicability.....	11.5-11
§11.5.05.003	General Requirements. ....	11.5-11
§11.5.05.004	Required Amount of Off-Street Vehicle Parking.....	11.5-12
§11.5.05.005	Vehicle Parking in Single-Family Residential (R-1) Zones. ....	11.5-19
§11.5.05.006	Vehicular Parking for Development Subject to Chapter 11.4.15 (Hillside Development). .....	11.5-25
§11.5.05.007	Vehicle Parking in Multifamily, Mixed Use, and Non-Residential Zones.....	11.5-25
§11.5.05.008	Vehicular Parking for Accessory Dwelling Units. ....	11.5-32
§11.5.05.009	Bicycle Parking .....	11.5-33
§11.5.05.010	Recreational Vehicle Parking or Storage. ....	11.5-37
CHAPTER 11.5.06	OUTDOOR LIGHTING STANDARDS .....	11.5-39
§11.5.06.001	Purpose. ....	11.5-39
§11.5.06.002	Applicability.....	11.5-39
§11.5.06.003	General Lighting Standards. ....	11.5-39
§11.5.06.004	Outdoor Lighting Standards for Single-Family Residential Uses. ....	11.5-41
§11.5.06.005	Outdoor Lighting Requirements in Non-Residential, Multifamily, and Mixed Use Zones. .....	11.5-41
§11.5.06.006	Engineered Lighting Plan. ....	11.5-42
§11.5.06.007	Temporary Lighting. ....	11.5-43
§11.5.06.008	Prohibited Outdoor Lighting. ....	11.5-43
§11.5.06.009	Exemptions from this Chapter. ....	11.5-43

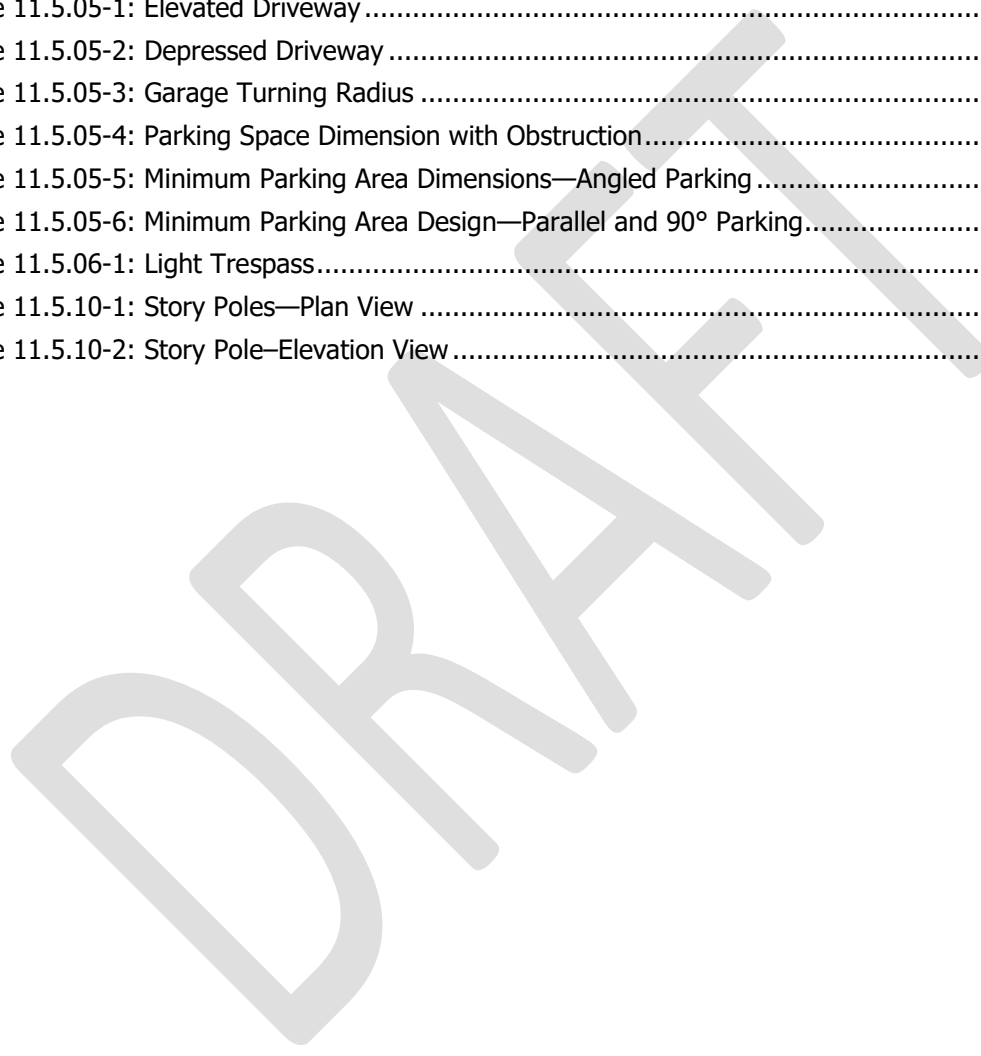
CHAPTER 11.5.07	PRESERVATION AND PROTECTION OF DESIGNATED TREES ON PRIVATE PROPERTY	
	11.5-44	
§11.5.07.001	Purpose. ....	11.5-44
§11.5.07.002	Applicability.....	11.5-44
§11.5.07.003	Definitions. ....	11.5-44
§11.5.07.004	Tree Preservation and Protection Guidelines.....	11.5-46
§11.5.07.005	Trimming of Protected Trees.....	11.5-46
§11.5.07.006	Removal of Protected Trees. ....	11.5-47
§11.5.07.007	Protection Requirements During Development Activity. ....	11.5-51
§11.5.07.008	Violations and Enforcement.....	11.5-55
CHAPTER 11.5.08	REFUSE AND RECYCLING STORAGE AREAS.....	11.5-58
§11.5.08.001	Purpose. ....	11.5-58
§11.5.08.002	Applicability.....	11.5-58
§11.5.08.003	Standards for New Development Projects as specified in Section 11.5.08.002(A). .	11.5-58
§11.5.08.004	Standards for Existing Development Projects as Specified in Section 11.5.08.002(B). .....	11.5-61
CHAPTER 11.5.09	SIGN REGULATIONS (RESERVED).....	11.5-62
CHAPTER 11.5.10	STORY POLE AND SITE MARKING REQUIREMENTS.....	11.5-63
§11.5.10.001	Purpose. ....	11.5-63
§11.5.10.002	Applicability.....	11.5-63
§11.5.10.003	Procedure. ....	11.5-63
§11.5.10.004	Construction.....	11.5-63
§11.5.10.005	Certification. ....	11.5-65
§11.5.10.006	Removal. ....	11.5-65
CHAPTER 11.5.11	TRAILS.....	11.5-66
§11.5.11.001	Purpose. ....	11.5-66
§11.5.11.002	Applicability.....	11.5-66
§11.5.11.003	Requirements.....	11.5-66
CHAPTER 11.5.12	TRIP REDUCTION AND TRAVEL DEMAND MANAGEMENT .....	11.5-67
§11.5.12.001	Purpose. ....	11.5-67
§11.5.12.002	Review of Transit Impacts.....	11.5-67
§11.5.12.003	Transportation Demand and Trip Reduction Measure.....	11.5-68
§11.5.12.004	Land Use Analysis Program. ....	11.5-70
§11.5.12.005	Monitoring. ....	11.5-70

### List of Tables

Table 11.5.05-1: Required Minimum Off-Street Vehicle Parking Spaces. ....	11.5-13
Table 11.5.05-2: Bicycle Parking Requirements.....	11.5-34

### List of Figures

Figure 11.5.05-1: Elevated Driveway.....	11.5-22
Figure 11.5.05-2: Depressed Driveway.....	11.5-23
Figure 11.5.05-3: Garage Turning Radius.....	11.5-24
Figure 11.5.05-4: Parking Space Dimension with Obstruction.....	11.5-27
Figure 11.5.05-5: Minimum Parking Area Dimensions—Angled Parking.....	11.5-28
Figure 11.5.05-6: Minimum Parking Area Design—Parallel and 90° Parking.....	11.5-29
Figure 11.5.06-1: Light Trespass.....	11.5-40
Figure 11.5.10-1: Story Poles—Plan View.....	11.5-64
Figure 11.5.10-2: Story Pole—Elevation View.....	11.5-64



**Chapter 11.5.01 Affordable Housing Density Bonus  
(Reserved)**

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## Chapter 11.5.02 Grading

### **§11.5.02.001 Purpose.**

This Chapter provides a review process and criteria for development which proposes grading in excess of fifty (50) cubic yards to evaluate and mitigate potential impacts and to preserve natural landforms.

### **§11.5.02.002 Applicability and Review Threshold.**

Any site development or construction (including structural additions to existing development) in any zone which involves any grading, as defined in Chapter 11.8.01 (Grading) for any purpose, whether or not earth is retained, is subject to review pursuant to the following review thresholds and the requirements of this Chapter. Additionally, properties that meet the criteria for hillside development pursuant to Chapter 11.4.15 (Hillside Development) shall comply with Chapter 11.4.15.

- A. Grading which exceeds fifty (50) cubic yards and up to and including one hundred (100) cubic yards requires approval of a Director's Development Review Permit pursuant to Section 11.6.10.002(A)(14) or incorporation into a higher level of review.
- B. Grading which exceeds one hundred (100) cubic yards requires approval of a Development Review Permit pursuant to Section 11.6.10.004(A)(7).

### **§11.5.02.003 Development Review Criteria.**

All grading that is subject to this Chapter shall comply with Subsections 11.5.02.003(A) through (C). Projects that would excavate to a depth of ten (10) feet or more, or that propose a total cut amount of 1,000 cubic yards or more, shall also comply with Subsection 11.5.02.003(D).

- A. Prominent landforms within the city, including, but not limited to ridgelines, knolls, valleys, creeks (either dry or active), or other unique topographic features or viewscapes, shall be maintained. The most significant of such landforms are identified on, but not limited to, Figure CNE-3 (Topographic and Visual Resources) of the Conservation Element of the City's General Plan.
- B. Any grading and earth-moving operations in connection with the development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site.
- C. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.

- D. Monitoring during construction grading or trenching shall be required for projects that would excavate to a depth of ten (10) feet or more, or that propose a total cut amount of 1,000 cubic yards or more. When invoked, the project applicant must provide written proof that a qualified paleontologist has been retained to observe all earth-disturbing activities. All fossil materials recovered during mitigation monitoring shall be cleaned, identified, cataloged, and analyzed in accordance with standard professional practices. The results of the field work and laboratory analysis shall be submitted in a technical report and the entire collection transferred to an approved fossil curation facility.

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## Chapter 11.5.03 Mechanical Equipment

### §11.5.03.001 Purpose.

This Chapter provides standards for installation and screening roof-mounted, ground-mounted, and wall-mounted mechanical equipment and utility service equipment (e.g., air conditioning, heating, ventilation ducts and exhaust vents, swimming pool and spa pumps and filters, transformers and generators, back-flow preventers, and similar equipment, but excluding solar collectors and related equipment) to mitigate aesthetic, noise, and safety impacts on the community.

### §11.5.03.002 Applicability.

The provisions of this Chapter apply to all new development and relocation of any existing mechanical equipment as provided in this Chapter, excluding maintenance of existing equipment. Replacement of “like-for-like” equipment that is smaller, more efficient, and/or quieter than the equipment being replaced, is exempt.

### §11.5.03.003 Standard Applying to the Single-Family Residential (R-1) Zone.

The following standard applies in addition to the requirements in Section 11.3.03.005.

- A. Ground-mounted or utility service equipment shall be located for easily accessible service.

### §11.5.03.004 Standards Applying to Multifamily Residential (R-3), Mixed Use (MU), and All Non-Residential Zones.

The following standards apply in addition to the standards of the zone.

- A. **Screening Required.** The screening of roof-mounted and ground-mounted mechanical equipment is required, except as otherwise required by the building and fire codes. Roof-mounted and ground-mounted mechanical equipment shall be screened from public view.
- B. **Roof-Mounted Mechanical Equipment.**
  - 1. Roof-mounted mechanical equipment is prohibited in the multifamily residential (R-3) zone.
  - 2. Where otherwise permitted, roof-mounted mechanical equipment shall comply with the following standards:
    - a. *Height limit.* Roof-mounted mechanical equipment and screening shall be subject to the height limitations of the zone within which the property is located, except that roof-mounted equipment may extend above the allowed height limit if required by the City’s building code.

- b. *Screening.* Roof-mounted mechanical equipment shall not be visible in any direction (360 degrees) from a public right-of-way.
  - c. *Screening methods.* Screening of roof-mounted mechanical equipment shall be accomplished with mechanical roof wells recessed below the roof line or by solid, permanent, integral roof and/or parapet components. Screening shall be compatible with the architectural style, materials, and color of the building upon which the equipment is located, subject to the approval of the decision-making authority.
- C. **Ground-Mounted Mechanical Equipment.** Ground-mounted mechanical equipment shall comply with the following standards:
  - 1. **Location.**
    - a. Ground-mounted mechanical equipment and screening, except landscaping, shall be subject to the setback requirements of the zone within which the property is located.
    - b. Ground-mounted mechanical equipment shall be located for easily accessible service.
    - c. In addition to Subsection (F) below, ground-mounted mechanical equipment shall be located to minimize noise impacts on the occupants and to neighboring properties.
  - 2. **Screening required.** Ground-mounted mechanical equipment, including, but not limited to, air conditioning and heating units, utility connections, and service areas, shall not be visible in any direction (360 degrees) from a public right-of-way.
  - 3. **Screening methods.** Screening of ground-mounted mechanical equipment shall be accomplished with fences, walls, solid hedges, or other methods approved by the decision-making authority. Chain link fencing with or without slats is prohibited.
- D. **Exterior Wall-Mounted Equipment and Utility Meters.** Exterior wall-mounted equipment and utility meters shall not be visible from the public right-of-way and shall be designed as an integral part of the building facades and/or concealed by the project design to the extent possible. Whenever possible, exterior wall-mounted mechanical equipment and utility meters should face onto the rear parking areas. Utility conduits shall be integrated within the walls of new structures and meters shall be visible only to the extent required for meter reading by the utility companies.
- E. **Utility Service Lines.** Utility service lines shall comply with Chapter 7.32 (Undergrounding of Utilities).
- F. **Noise Levels.** Roof-mounted and ground-mounted mechanical equipment shall be subject to applicable provisions of Chapter 5.02 (Regulation of Community Noise).
- G. **Maintenance Required.** Screening shall be maintained in good condition at all times. Landscaping used as screening shall provide a dense, year-round screen.



- H. **Exception to Screening Requirement.** Where it can be clearly demonstrated that the exterior roof-mounted or ground-mounted mechanical equipment is not visible from any public right-of-way, the Director may waive the screening requirements of this Chapter.

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## **Chapter 11.5.04 Legal Nonconforming Uses, Structures, and Parcels (Reserved)**

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## Chapter 11.5.05 Off-Street Parking

### §11.5.05.001 Purpose.

This Chapter is established to:

- A. Provide for required off-street vehicle and bicycle parking, driveway access and drive aisles, lay-out and design, and loading that meet the needs created by specific uses.
- B. Ensure their proper design, location, and usefulness to protect the public's safety.
- C. Balance the needs of drivers with those of bicyclists, pedestrians, and transit users to support and promote a variety of mobility choices.
- D. Minimize the impact of parking on surrounding properties.

### §11.5.05.002 Applicability.

Every use, building, or structure shall provide appropriately maintained off-street parking in compliance with the requirements of this Chapter.

- A. New buildings, structures, and uses shall meet all the standards included in this Chapter, except as otherwise provided by this Chapter.
- B. Building, structures, and uses that are legal nonconforming with regard to parking shall comply with Chapter 11.5.04 (Legal Nonconforming Uses, Structures, and Parcels).
- C. Off-street parking shall be provided according to the requirements of this Chapter at the time of initial occupancy of a site, construction of a new structure, enlargement of a site or structure, or a change to a use classification that requires a greater parking requirement.

### §11.5.05.003 General Requirements.

- A. **Location.** All parking shall be provided on-site unless otherwise provided for in this Chapter.
- B. **Use and Maintenance.** Required parking shall be permanently available, maintained for the use it is intended to serve, and shall not be converted to other uses, unless allowed as pursuant to a temporary use as provided for in Chapter 11.6.11 (Temporary Use Permits). Parking spaces, driveways, maneuvering aisles, turnaround areas, and landscaping areas shall be kept free of graffiti, litter, and debris, and dirt. Striping, paving, walls, light standards, and all other facilities related to parking shall be permanently maintained in good and operating (as applicable) condition.
- C. **Parking and Loading to be Unrestricted.** Parking and loading required by this Chapter shall be available to the general public without charge, unless a Development Review Permit to allow valet parking is approved, as provided for in Section 11.5.05.004(H).

- D. **Vehicles for Sale.** Vehicles, trailers, or other personal property shall not be parked upon a private street, parking lot, or private property for the primary purpose of displaying the vehicle, trailer, or other personal property for sale, hire, or rental, unless the property is properly zoned and the vendor is licensed or otherwise authorized to transact a vehicle sales business at that location.
- E. **Tandem Parking.**
1. Tandem parking may be allowed for employee parking for commercial uses, provided the applicant can demonstrate to the satisfaction of the decision-making authority that tandem parking will not impede access to the use.
  2. Tandem parking may be allowed for valet parking in accordance with the provisions of Subsection 11.5.05.004(H).
- F. **Mechanical Parking Lifts.** Mechanical parking lifts may be used to meet vehicle parking space requirements.
- G. **Electric Vehicle Charging Stations.** Electrical vehicle charging stations may be used to meet vehicle parking space requirements.

#### **§11.5.05.004 Required Amount of Off-Street Vehicle Parking.**

- A. **Off-Street Vehicle Parking Space Requirements by Land Use.** Each land use shall be provided at least the minimum number of off-street vehicle parking spaces according to the requirements in Subsection 11.5.05.001, except as follows:
1. As otherwise provide for in this Chapter;
  2. As specified in a Specific Plan; or
  3. Where a different number of parking spaces is required through a Use Permit or any other permit approval.
- B. **Calculation of Spaces.** Calculations of required vehicle or bicycle parking spaces that result in fractional numbers shall be rounded up to the nearest whole number.
- C. **Compact Parking Spaces.** Wherever five or more parking spaces are required pursuant to Table 11.5.05-1, up to twenty-five percent (25%) of the total required parking spaces may be provided as compact parking spaces, except that compact parking shall not be used to comply with parking requirements for any residential uses. If compact parking spaces are provided to satisfy the requirements of this Chapter, the compact parking spaces must be designated with a sign or pavement marking.

**Table 11.5.05-1: Required Minimum Off-Street Vehicle Parking Spaces.**

<b>Required Minimum Off-Street Vehicle Parking Spaces</b>		
<b>LAND USE<sup>1</sup></b>	<b>REQUIRED SPACES</b>	<b>NOTES</b>
<b>Residential Uses</b>		
Single-Family Residential	2 in an enclosed garage	Any tandem space does not count toward the required number of parking spaces
Single-Family Residential subject to Chapter 11.4.15 (Hillside Development)	4 per site (min.); a minimum of 2 shall be within an enclosed garage,	As otherwise required by Section 11.5.05.006(B).
Multifamily Residential	Resident parking: 0-1 bedroom: 1 per unit 2 bedrooms: 2 per unit 3 bedrooms: 2.25 per unit 4+ bedrooms: 2.5 per unit Guest parking: 0.25 per unit	At least 1 of the required resident space(s) per unit must be covered  Guest parking may be uncovered
Senior Citizen Multifamily Housing	Resident parking: 0-1 bedroom: 1 per unit 2+ bedrooms: 1.5 per unit Guest parking: 0.2 per unit Nonresidential employees: 1 per employee on the largest shift	At least one-third (1/3) of the required parking for residents shall be within carports or garages.  Parking for guests and nonresidential employees may be uncovered.
Conversion to Condominiums (pursuant to Chapter 11.4.08)	Resident parking: 2 per unit  Guest parking: 0.25 per unit	Both resident spaces must be covered*, and must be assigned to and conveyed with the unit Guest parking may be uncovered *Required off-street parking may be uncovered if the applicant can demonstrate to the Planning Commission that this requirement cannot or should not be reasonably met.
Emergency Shelters	1 per 4 beds, plus 0.5 for each bedroom designated for families, plus 1 per onsite staff member	
Single Room Occupancy (SRO)	1 per employee or resident manager, plus 1 per	

<sup>1</sup> Land uses and land use categories described in this table are consistent with Table 11.3.02-1: Land Use Permit Table for All Zones.

<b>Required Minimum Off-Street Vehicle Parking Spaces</b>		
<b>LAND USE<sup>1</sup></b>	<b>REQUIRED SPACES</b>	<b>NOTES</b>
	unit	
Supportive Housing	As required for comparable residential uses in the same zone	
Transitional Housing	As required for comparable residential uses in the same zone	
Accessory Dwelling Unit	1 per unit (required in addition to parking requirement for primary unit), except as provided in Section 11.5.05.008.	The additional space for the accessory unit need not be covered but shall be paved and accessible from a single, common driveway for both primary and accessory units, and may be provided as tandem parking spaces. The location of the additional parking space for the accessory unit shall be shown on the site plan and shall be permitted within any required setback unless specific findings are made that parking in setback area is not feasible based upon specific site or regional topographical or fire and life safety conditions.
Affordable Housing Projects	As required for comparable projects in the same zone, except for allowed modifications pursuant to Section 11.5.01.009(E)	
<b>Civic and Community Uses</b>		
Community Gardens	No parking required if on-street parking is available within 400 feet from the lot upon which the community garden is located	
Convents and Monasteries	Resident parking: 1 per bedroom Guest parking: 1 per every 4 bedrooms	Resident parking must be covered Guest parking may be uncovered
Museums	1 per 500 sf GFA	
Private Schools	<ul style="list-style-type: none"> <li>• Up to and including 8th grade: 1 per classroom</li> <li>• Over 8th grade: 1 per classroom plus 1 per 5 pupils</li> <li>• For auditoriums: 1 per 5 fixed seats or 1 per 35 sf GFA where seats aren't fixed</li> </ul>	
Religious Facilities	1 per 5 fixed seats; or 1 per 35 sf GFA where seats are not fixed, in the largest auditorium for public assembly	
<b>Retail Uses</b>		
Retail uses, except as set forth	1 per 250 sf GFA	

<b>Required Minimum Off-Street Vehicle Parking Spaces</b>		
<b>LAND USE<sup>1</sup></b>	<b>REQUIRED SPACES</b>	<b>NOTES</b>
more specifically in this Table		
Automobile Sales, New Vehicles Only	1 per 250 sf GFA for sales/office area; plus 1 per 1,000 sf GFA for display area (indoor and outdoor)	
Eating and Drinking Establishments	<ul style="list-style-type: none"> <li>• Bar, lounge, &amp; nightclub; brewpub; restaurants, full service; restaurants, fast food: 1 per 100 sf GFA</li> <li>• Restaurant, take-out service: 1 per 250 sf GFA</li> <li>• Outdoor dining (pursuant to Chapter 11.4.20): <ul style="list-style-type: none"> <li>○ An outdoor dining area that does not exceed 100 sf shall not be required to provide additional parking</li> <li>○ An outdoor dining area that exceeds 100 sf in area shall comply with parking requirements for the particular type of primary eating and drinking establishment as required in this table, for the amount of square footage in excess of the first 100 sf GFA of outdoor dining area</li> </ul> </li> </ul>	
Plant Nurseries and Garden Supply Stores	1 per 250 sf GFA of indoor retail sales area; plus 1 per 1,000 sf GFA outdoor display/storage area	
Service stations	3 spaces; plus 1 per 250 sf GFA for retail floor area; plus 3 spaces for each service bay; plus 2 spaces per wash bay	As applicable
<b>Office Uses</b>		
All Office Uses	1 per 250 sf GFA	
<b>Research and Development Uses</b>		
Research and Development	As determined by Conditional Use Permit approval	
<b>Service Uses</b>		
Service Uses, except as set forth more specifically in this Table	1 per 250 sf GFA	
Bed and Breakfast Inns	1 per guest room; plus Parking required for the residential use as required by this Zoning Code	Chapter 11.4.06
Car Washes	See Service Stations	
Hotels/Motels and	1 per room	

<b>Required Minimum Off-Street Vehicle Parking Spaces</b>		
<b>LAND USE<sup>1</sup></b>	<b>REQUIRED SPACES</b>	<b>NOTES</b>
Rooming/Boarding Houses		
Mortuaries	1 per 5 fixed seats <sup>2</sup> or 1 per 35 sf GFA where seats are not fixed, plus; 1 per 35 sf of gross assembly area	
Vehicle Repair	See Service Stations	
<b>Medical and Care Uses</b>		
Day Care Facilities (Child and Adult):	<ul style="list-style-type: none"> <li>• Small family day care home:                             <ul style="list-style-type: none"> <li>○ As required for single-family dwelling</li> </ul> </li> <li>• Large family day care home:                             <ul style="list-style-type: none"> <li>○ As required for single-family dwelling, plus;</li> <li>○ 1 per onsite employee</li> </ul> </li> <li>• Child or adult day care center:                             <ul style="list-style-type: none"> <li>○ 1 per 500 sf GFA building area</li> <li>○ A minimum of 1 required space shall be provided and designated with a sign for passenger loading/unloading, unless a drop-off lane or aisle is provided</li> </ul> </li> </ul>	A driveway may be used to provide the passenger loading/unloading space
Residential Care Facilities:	<ul style="list-style-type: none"> <li>• Small family residential care:                             <ul style="list-style-type: none"> <li>○ As required for single-family dwelling</li> </ul> </li> <li>• Large family residential care:                             <ul style="list-style-type: none"> <li>○ 1 per every 5 beds; plus</li> <li>○ 1 per onsite employee on the largest shift</li> </ul> </li> <li>• Residential care facilities for the elderly:                             <ul style="list-style-type: none"> <li>○ 1 per every 5 beds; plus</li> <li>○ 1 per onsite employee on the largest shift</li> </ul> </li> </ul>	
Medical Clinics and Laboratories	1 per 250 sf GFA	
Hospitals	1.5 per patient bed	
<b>Entertainment, Recreation, and Open Space Uses</b>		
Adult Oriented Businesses	1 per 5 fixed seats <sup>2</sup> or 1 per 35 sf GFA where seats are not fixed	
Health/Fitness Facilities	<ul style="list-style-type: none"> <li>• Small:                             <ul style="list-style-type: none"> <li>○ 1 per 100 sf GFA; plus</li> </ul> </li> </ul>	

<sup>2</sup> Eighteen (18) inches of lineal bench or bleacher shall be equal to one (1) fixed seat.



Required Minimum Off-Street Vehicle Parking Spaces		
LAND USE <sup>1</sup>	REQUIRED SPACES	NOTES
	<ul style="list-style-type: none"> <li>○ 1 per onsite employee on the largest shift</li> <li>• Large: <ul style="list-style-type: none"> <li>○ 1 per 250 sf GFA; plus</li> <li>○ 1 per onsite employee on the largest shift</li> </ul> </li> </ul>	
Indoor amusement and Entertainment Facilities	1 per 100 sf GFA	
Riding and hiking trails	No parking required	
Theaters, auditoriums, clubs, lodges, and private meeting halls	1 per 5 fixed seats <sup>2</sup> or 1 per 35 sf GFA where seats are not fixed; plus 1 per 35 sf of gross assembly area	

- D. **Conditional Uses and Uses Not Identified in Table 11.5.05-1.** The Director shall determine the parking requirement for any conditionally permitted use, or where parking requirements for a use which does not correspond to the land uses or land use categories listed in Table 11.5.05-1. Wherever practical, such determination shall be based on the requirements of the most comparable use or use category specified in Table 11.5.05-1. In such instances, the Director may require a parking study as provided for in Subsection (K) of this Section and/or other information in order to make the determination.
- E. **Multiple Uses and Mixed Use Development.** In those instances where there are clearly identified accessory or multiple uses within a structure or multiple structures, the total required parking spaces shall be the sum of the requirements for each separate use, except as follows:
1. Reduction of the required number of spaces is approved pursuant to Subsection (F) below; or
  2. Off-site shared parking is provided in accordance with Subsection (G) below.
- F. **Reduction of Required Off-Street Parking.**
1. For any permitted or conditionally permitted use located within one-quarter mile (1,320 feet) of a bus stop or public parking lot, or where on-street parking is provided, a Director's Development Review Permit as provided for in Subsection 11.6.10.002(A)(15) may be applied for to request a reduced parking rate of up to twenty-five (25) percent of off-street parking spaces required in Table 11.5.05-1. The Director shall have the authority to modify the parking requirement if the applicant can demonstrate to the satisfaction of the Director that the required findings can be made. The Director may require a parking study pursuant to Subsection (K) of this Section and/or may require other information to make the required findings.

2. For any permitted or conditionally permitted use, a Development Review Permit as provided for in Subsection 11.6.004(A)(8) may be applied for to request a reduction to off-street parking spaces required in Table 11.5.05-1 that is not subject to Subsection 11.5.05.004(E)(1). The Planning Commission shall have the authority to modify the parking requirement if the applicant can demonstrate to the satisfaction of the Planning Commission that the required findings can be made. The Planning Commission may require a parking study pursuant to Subsection (K) of this Section, and/or other information in order to make the required findings.
- G. **Off-Street Shared Parking.** A Development Review Permit as provided for in Subsection 11.6.004(A)(9) may be applied for to allow shared parking between land uses with different periods of peak parking demand. The Planning Commission shall have the authority to allow off-site shared parking only if the applicant can demonstrate to the satisfaction of the Planning Commission that the required findings can be made. The Planning Commission may require a parking study pursuant to Subsection (K) of this Section and/or other information or documentation in order to make the required findings.
- H. **Valet Parking.** A Development Review Permit as provided for in Subsection 11.6.004(A)(10) may be applied for to allow valet parking. The Planning Commission shall have the authority to allow valet parking only if the Applicant can demonstrate to the satisfaction of the Planning Commission that the required findings can be made. The Applicant shall provide the following information and any other information the Planning Commission determines is necessary to make the required findings:
1. Parking lot layout, number and dimensions of spaces proposed to be used for valet service, dimensions of drive aisles, location of vehicle drop-off/pick-up area, and valet routes (if the proposed parking is located off-site). Tandem parking shall not be used unless it is indicated on the plans, including the location and number of tandem parking spaces proposed.
  2. Demonstration that the drop-off/pick-up area is free from traffic hazards and will be adequately posted.
  3. Days and hours of operation of the proposed valet parking service.
  4. Whether a fee would be required for valet parking.
- I. **Participation in Public Parking Assessment District.** Participation in a Public Parking Assessment District, as may be established by the City Council, may be used to comply with the provisions of this Chapter to the extent of a use's allotted share of the parking spaces in the district.
- J. **Accessible Parking.**
1. The location, number, and design of accessible parking spaces for disabled persons shall be provided in compliance with the California Building Standards Code (California Code of Regulations, Title 24) and the Americans with Disabilities Act.

2. Accessible parking shall be counted toward the total number of vehicle parking spaces required by Table 11.5.05-1.
3. Additional parking spaces shall not be required for an addition to a structure made solely for the purpose of increasing access for disabled persons.
4. In the case of tenant improvements, the number of required parking spaces may be reduced for the purpose of meeting the requirements for accessible parking spaces in compliance with this Subsection.

K. **Parking Study.** When a decision-making authority requires a parking study as provided for in this Chapter, it shall include, but is not necessarily limited to, the following:

1. Type of use(s);
2. Number of employees;
3. Number of patrons/students/guests/visitors/residents, as applicable;
4. The occupant load (per building code) of the building;
5. Square feet of building area and any outdoor area that is readily accessible to patrons/students/guests/visitors/residents in conjunction with the use, as applicable;
6. Hours of operation;
7. Demonstration of adequacy to prevent traffic congestion; and
8. Demonstration of adequacy to prevent excessive on-street parking.

#### **§11.5.05.005 Vehicle Parking in Single-Family Residential (R-1) Zones.**

Except as otherwise required in Section 11.5.05.006, parking in the R-1 zones shall comply with the following development standards.

A. **Garages.**

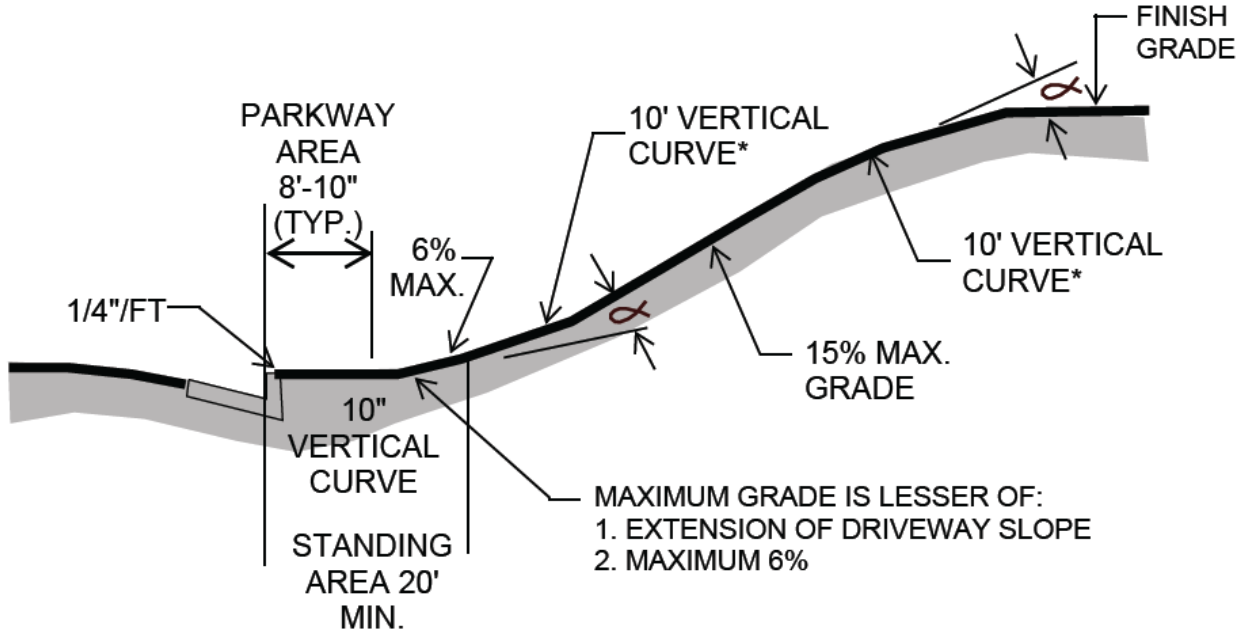
1. Every new single-family residence shall have on the same lot or parcel of land one (1) or more garages, or other enclosed structures, providing storage space for two (2) vehicles, conveniently accessible and located at a place where structures are permitted.
2. Each required vehicle storage space shall be at least ten feet (10) wide and twenty (20) feet deep interior dimensions, except as follows:
  - a. The required vehicle parking spaces within the garage or other enclosed structure that are nonconforming in terms of size shall continue to be recognized as required parking spaces provided:

- i. Each space within the garage or enclosed structure is at least nine (9) feet wide by nineteen (19) feet deep interior dimensions; and
      - ii. Any expansion or alteration of the primary dwelling unit, whether the garage or other enclosed structure is attached or detached, shall not involve expansion or alteration of the any walls or roof structure of the garage and shall not result in the structure being considered a new structure.
    - b. If any expansion or alteration to a single-family residence results in the structure being considered a new structure pursuant to this Zoning Code, the garage or other enclosed structure, whether attached or detached, shall be required to provide parking in compliance with Subsection (A)(1) of this Section, unless a Director’s Development Review Permit as provided for in Section 11.6.10.002(A)(16) is approved.
  3. Any adjacent vehicle storage space in front of or behind one or more of the spaces shall not be counted toward this requirement.
- B. **Garage Elevation, Finished Floor.** On any lot not subject to hillside review (Section 11.4.15.004), a Minor Development Review Permit as provided in Section 11.6.10.003(A)(1) shall be required for construction of any parking garage or other roofed parking area more than fifty (50) percent below grade, as determined by comparing the area of garage walls below and above finished floor grade. For the purposes of this regulation, area of garage walls shall include garage doors; in the event that one (1) or more sides of the roofed parking area is/are open, it shall nevertheless be included in the calculation of below and above grade area.
- C. **Large Garage Review.** A Minor Development Review Permit as provided in Section 11.6.10.003(A)(2) shall be required for any project resulting in three (3) or more garage spaces forward of the rear building line of the primary structure, in which the overall width of the garage spaces, regardless of their orientation, is thirty-five (35) percent or more of lot width at the front property line. Additionally, the review shall apply to garages facing and accessed from side streets on reverse corner lots and rear streets on through lots; those respective street frontages shall also be used to calculate the applicability threshold of thirty-five (35) percent for rear streets and twenty (20) percent for side streets. However, the Director may determine exemption from Large Garage Review in cases where warranted by garages’ lack of visibility from the street.
- D. **Driveways.**
1. **Curb cuts.**
    - a. All new and modified curb cuts/driveway aprons are subject to approval by the Director of Public Works.
    - b. New semicircular driveways and dual curb cuts are permitted where street frontage exceeds one hundred (100) feet, subject to approval by the Director of Public Works.

- c. New semicircular driveways and dual curb cuts, where street frontage is between seventy five (75) and one hundred (100) feet, may be permitted subject to approval of a Director's Development Review Permit pursuant to Section 11.6.10.002(A)(17) and subject to the criteria listed within Subsection (4).
  - d. New semicircular driveways and dual curb cuts are prohibited where street frontage is less than seventy-five (75) feet.
  - e. Modification or alteration of an existing semicircular driveway, where the street frontage is less one hundred (100) feet, may be permitted subject to approval of a Director's Development Review Permit as provided in Section 11.6.10.002(A)(17) and subject to the criteria listed within Subsection (4).
2. **Width.** Semi-circular driveways shall not exceed twelve (12) feet in width within the required front setback except as required by the Fire Department, and as necessary for access to parking stalls. One (1) of the two (2) driveways may be allowed up to twenty (20) feet in width subject to review and approval of the Director and subject to the review criteria listed within Subsection (4).
3. **Maximum grade.**
- a. *General.* The finished grade of any driveway shall not exceed an average of seventeen (17) percent, with an absolute maximum grade of twenty (20) percent. Transitional top and bottom slopes shall be provided to the satisfaction of the Director and the Director of Public Works.
  - b. *Elevated driveway.* An elevated driveway shall comply with the requirements of Figure 11.5.05-1: Elevated Driveway.
  - c. *Depressed driveway.* A depressed driveway shall comply with the requirements of Figure 11.5.05-2: Depressed Driveway

Figure 11.5.05-1: Elevated Driveway

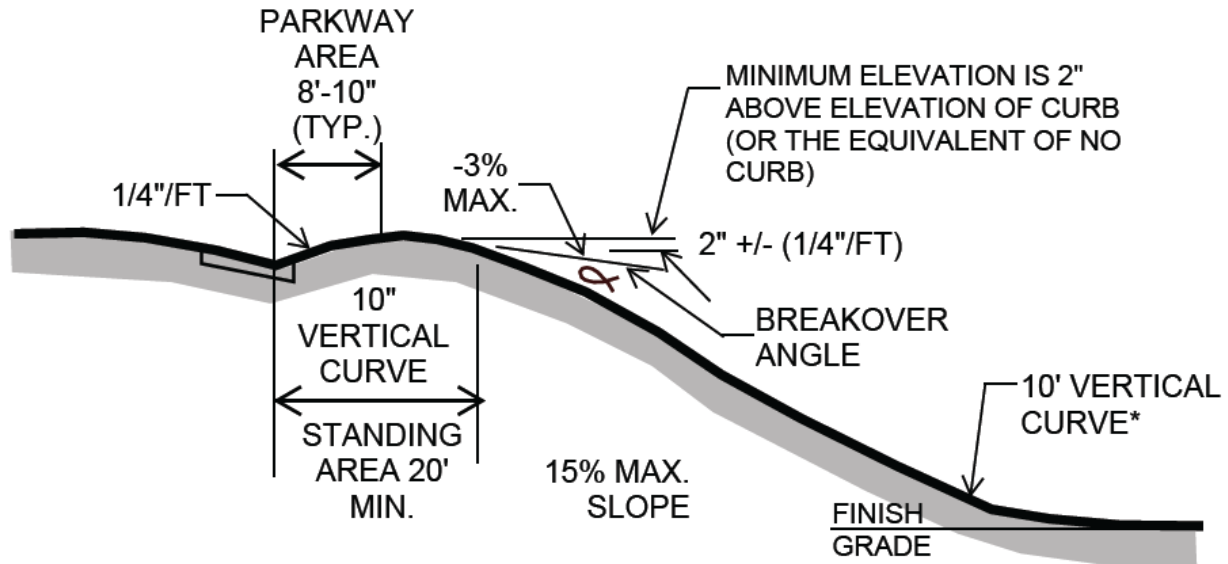
### ELEVATED DRIVEWAY



\*10' VERTICAL CURVE REQUIRED WHERE BREAKOVER ANGLE ( $\alpha$ )  $\geq 8^\circ$

**Figure 11.5.05-2: Depressed Driveway**

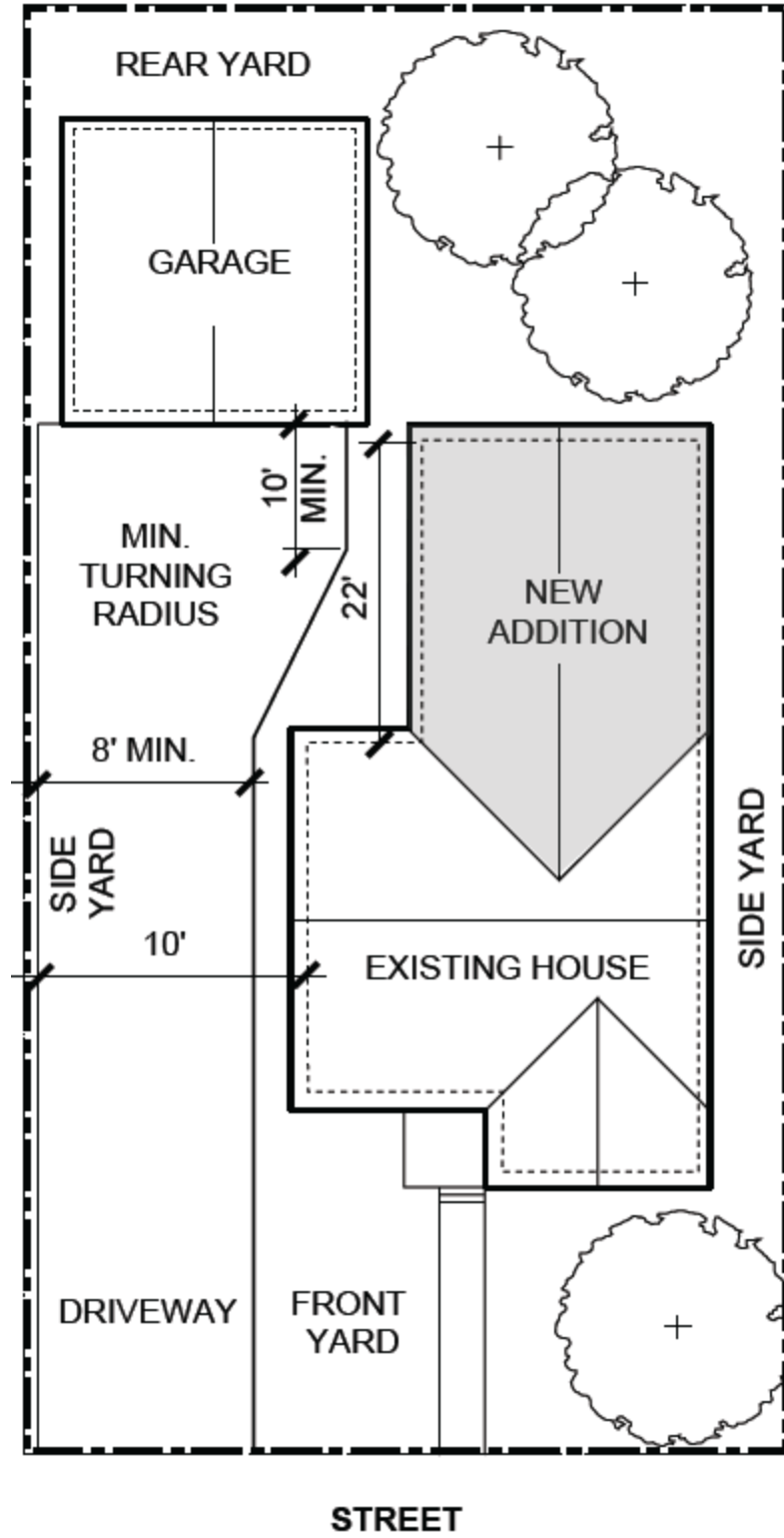
**DEPRESSED DRIVEWAY**



\*10' VERTICAL CURVE REQUIRED WHERE BREAKOVER ANGLE ( $\alpha$ )  $\geq 8^\circ$

4. **Criteria for approval of new or modification of existing semicircular driveways.** A new semicircular driveway and curb cuts or modification of an existing semicircular driveway and associated curb cuts as provided for within Subsections (D)(1)(c) and (D)(1)(e) may be permitted where the Director of Community Development and the Director of Public Works determine the proposed location and design protects public health, safety and welfare based on:
  - a. Street geometric configurations and the provision of adequate line of sight, including but not limited to consideration of corner lots, sharp curves, steep or narrow roads;
  - b. Above ground obstacles, including but not limited to trees, large utility poles, utility cabinets, or mailboxes;
  - c. The number of potential conflict points, including but not limited to the number and proximity of driveways to each other;
  - d. Sidewalk location and design.
  
5. **Access to detached garage.** Access to a detached garage shall be provided or maintained in accordance with Figure 11.5.05-3: Garage Turning Radius.

Figure 11.5.05-3: Garage Turning Radius





### **§11.5.05.006 Vehicular Parking for Development Subject to Chapter 11.4.15 (Hillside Development).**

#### **A. Driveways.**

1. **Minimum width—standard.** For private driveways in excess of one hundred fifty (150) feet in length, minimum graded and paved width shall be **ten (10) feet** if only one (1) dwelling unit is served, or twenty (20) feet if more than one (1) dwelling unit is served.
2. **Maximum grade.** The finished grade of any driveway shall not exceed an average of seventeen (17) percent, with an absolute maximum grade of twenty (20) percent. Transitional top and bottom slopes shall be provided to the satisfaction of the Director and the Director of Public Works.

#### **B. Parking.**

1. In addition to the two (2) enclosed spaces required pursuant to Section 11.5.05.005(A), any lot developed under the provisions of Chapter 11.4.15 shall provide and maintain two (2) additional off-street parking spaces, a minimum of nine (9) feet by twenty (20), which shall not be developed in tandem, and which shall be readily accessible from the street from which access to the lot being developed is derived.
2. If the paved width of the street upon which the lot is located is thirty-six (36) feet or greater, the decision-making authority may waive this requirement, if the Applicant can demonstrate to the satisfaction of the decision-making authority that there are no safety or traffic impacts associated with on-street parking.

### **§11.5.05.007 Vehicle Parking in Multifamily, Mixed Use, and Non-Residential Zones.**

The development, design, construction, or establishment of vehicle parking in multifamily, mixed use, and non-residential zones shall conform to the regulations of this Section, except that modification to the requirements of this Section may be permitted subject to approval of a Director's Development Review Permit as provided in Section 11.6.10.002(A)(18).

#### **A. Review Required.**

1. **Uncovered surface parking areas.** Unless otherwise required through an entitlement permit, a Zoning Clearance pursuant to Chapter 11.6.03 is required to be approved prior to the establishment or modification of any required uncovered surface parking area. In addition to the application procedures provided for in Section 11.6.03.003, a detailed site plan shall be submitted to the Director that depicts the parking arrangement, accurately dimensioned, showing individual parking spaces, driveways, maneuvering aisles, and turnaround areas, and indicating adequate ingress and egress.

2. **Structured parking.** A Development Review Permit pursuant to Chapter 11.6.10 is required to be approved prior to the establishment or modification of any parking structure, including roof-top parking.

**B. Driveways.**

1. **Curb cuts.**

- a. All new curb cuts or modification to existing curb cuts are subject to approval by the Director of Public Works.
- b. Existing curb cuts may be required to be removed at the discretion of the Director of Public Works if he/she determines that there is a safety issue or a compelling public purpose.

2. **Width.** All driveways serving multifamily residential and non-residential uses shall be provided as follows:

- a. *One-way driveway:*
  - i. Minimum width twelve (12) feet, maximum width sixteen (16) feet;
  - ii. Minimum separation between a one-way pair of driveways: ten (10) feet full height curb.
- b. *Two-way driveway:* Minimum twenty-four (24) foot width, maximum thirty-five (35) foot width.
- c. All dimensions in this Subsection shall be based on the bottom width (or the flat portion) of the driveway, measured at the curb where curbs are in place. Where curbs are not in place, dimensions will be measured at the ditch or flow line, or seven (7) feet from the property line on the street side of the property line if no ditch and no curbs are in place.

3. **Alleys.**

- a. When site access is possible from an alley, the driveway should be located on the alley.
- b. Alleys shall not be used to required back-up space.

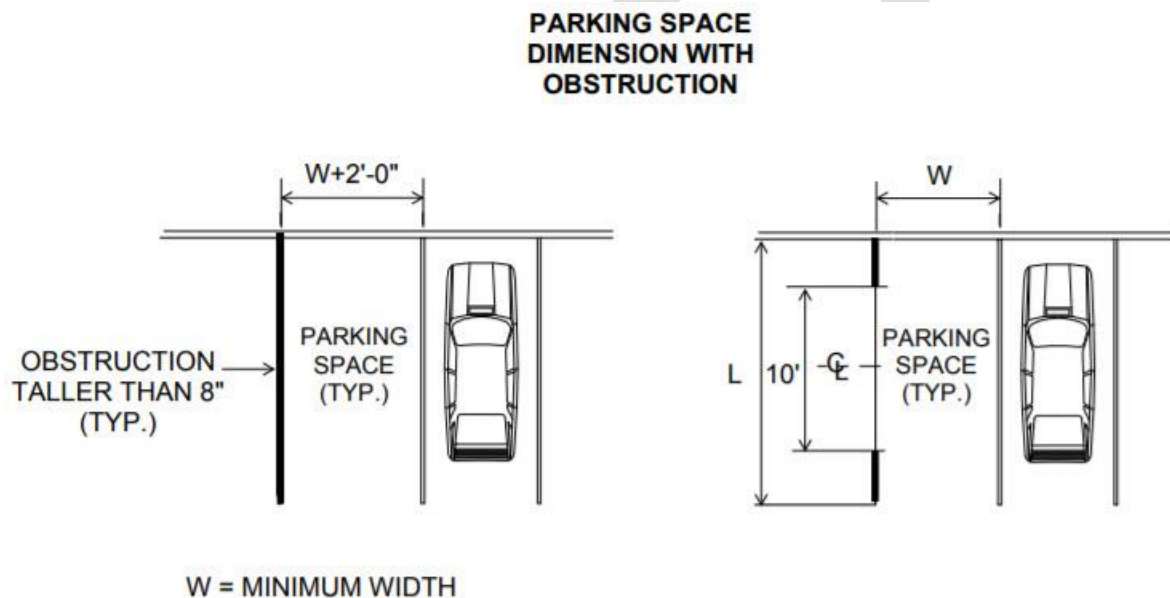
4. **Visibility.**

- a. Driveways shall be constructed and maintained to meet sight distance requirements.
- b. Sidewalks and pedestrian routes that cross driveways shall be clearly designated using striping, distinctive paving materials, or other appropriate methods.

**C. Parking Space Dimensions.**

1. Vehicle parking spaces shall be a minimum of nine (9) feet wide and twenty (20) feet long except as otherwise provided for in this Subsection.
2. Compact parking spaces as provided for in Subsection 11.5.05.004(C) shall be a minimum of eight feet six inches (8'-6") wide by sixteen (16) feet long.
3. When the side of a vehicle parking space abuts a fence, wall, post, or other similar obstruction taller than eight (8) inches, the minimum width of the space shall be increased by two (2) feet. This standard shall not apply when the center ten (10) feet of the required length of a parking space is free of obstructions, as provided for in Figure 11.5.05-4.

**Figure 11.5.05-4: Parking Space Dimension with Obstruction**



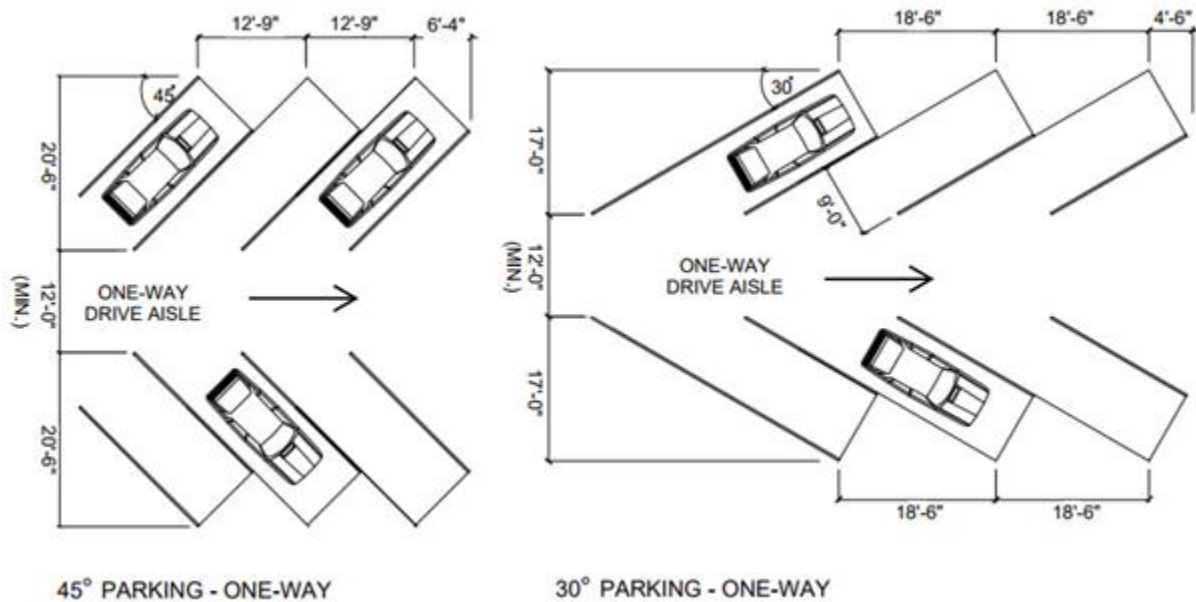
4. Up to three (3) feet of the required parking space length may overhang a planter or walkway, provided the overhang does not decrease pathways for pedestrian access below the width necessary to meet the requirements of California Building Standards Code (California Code of Regulations, Title 24) Americans with Disabilities Act. Parking stop blocks (also known as bumper blocks) shall not be used to satisfy this provision.
5. The dimensions of accessible parking for disabled persons shall comply with the California Building Standards Code (California Code of Regulations, Title 24) and the Americans with Disabilities Act.

**D. Parking Area Lay-Out and Design.**

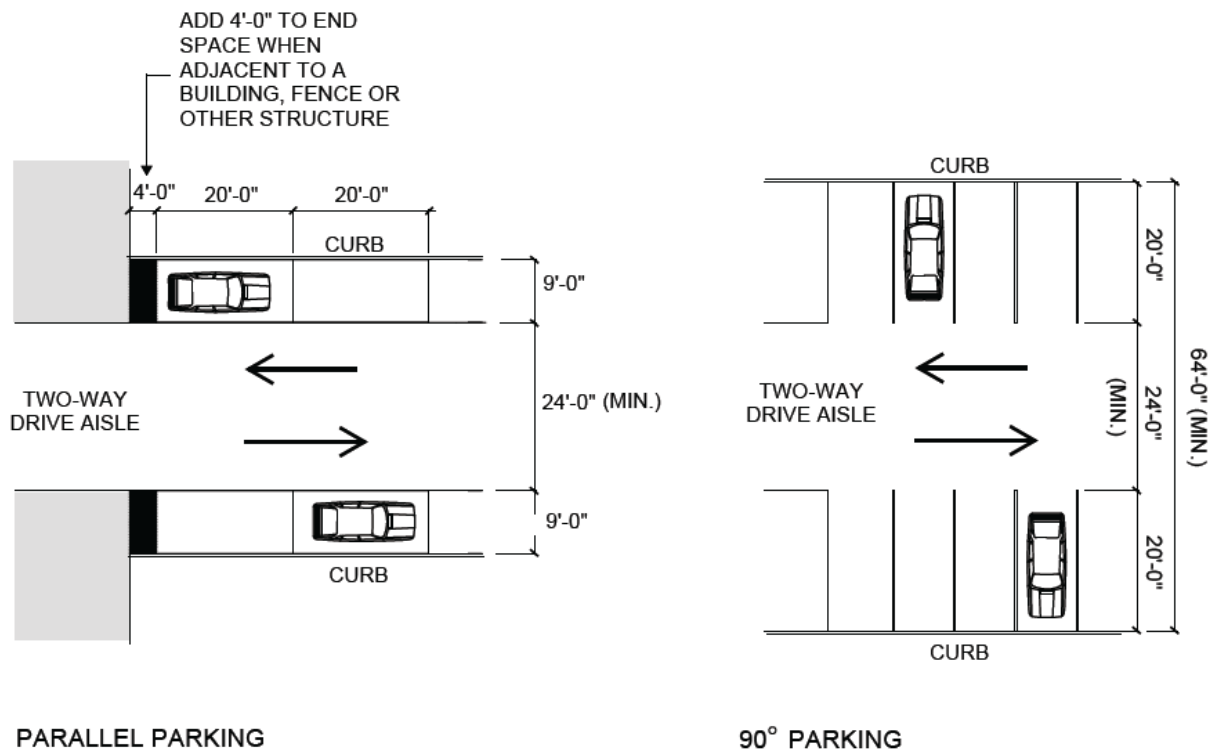
1. **Integrated and compatible design.** The design of the parking facility shall be integrated into and compatible with the design of the overall project.

2. **Directional indicators.** Parking areas shall be clearly marked with directional signs or painted arrows to ensure the safe and efficient circulation of vehicles, bicycles, and pedestrians. Entrances and exits to parking facilities shall be clearly designated, and stop signs shall be provided at all exit locations.
3. **Back-up.** A five (5) foot backing area that extends beyond any stall in a dead-end aisle is required.
4. **Minimum parking area dimensions.** Parking areas shall comply with Figure 11.5.05-5: Minimum Parking Area Dimensions—Angled Parking and Figure 11.5.05-6 or as otherwise determined by the Fire Department.

**Figure 11.5.05-5: Minimum Parking Area Dimensions—Angled Parking**



**Figure 11.5.05-6: Minimum Parking Area Design—Parallel and 90° Parking**



- E. **Pavement Required.** All parking spaces, loading spaces, and driveways shall be required to be surfaced with asphalt concrete, Portland cement concrete, interlocking pavers, or a pervious pavement system incorporating gravel or vegetation. Required pavement shall be placed on a suitable prepared base. The use of light colored, pervious pavement is encouraged.
- F. **Pedestrian Access.**
1. At least one (1) pedestrian pathway shall be provided from the street or sidewalk to the primary building entrance. Multi-tenant, campus-style, and mixed use development may be required to add additional pedestrian pathways to the satisfaction of the decision-making authority.
  2. Pedestrian pathways shall be incorporated into the site design in a manner that encourages access by pedestrians. Internal sidewalks and pedestrian pathways shall be clearly designated using striping, distinctive paving materials, or other appropriate methods.
  3. Where a transit stop or facility is located adjacent to the site, the pedestrian pathway shall be provided as near as is feasible to the transit stop or facility.
- G. **Additional Standards and Design Guidelines for Parking Structures.** In addition to the requirements of this Chapter, the following shall apply to new parking structures:

1. **Additional standards for parking structures.**

- a. If below-grade parking is provided in a structure adjacent to Foothill Boulevard, then retail or mixed-use shall be provided above the structure to maintain the continuity of building frontage along Foothill Boulevard.
- b. To maximize ease of use and security, parking structures shall be constructed with “clear spans” related to each circulation aisle and related double-loaded set of parking stalls.
- c. The interior of any parking structure shall be painted with bright, light-reflective color. Except as otherwise required in Chapter 11.5.06 (Outdoor Lighting Standards), artificial illumination shall be provided to create a minimum foot-candle level of five (5) foot candles on the parking deck.
- d. Exterior elevations shall incorporate materials and design features that are consistent with the primary building(s). Green walls may be used to meet this requirement.
- e. Notwithstanding other provisions of this Chapter, parking structures shall have, along all elevations that face a public street or a residential use, a minimum three (3) foot high buffer on all levels (including roof top parking and the top deck of a parking structure) to screen headlights. Such buffer shall consist of a decorative masonry wall, solid hedge, green wall, or other screening treatment to the satisfaction of the Director.

2. **Design guidelines for parking structures.**

- a. Uses such as retail, offices, or other uses allowed in the zone should be incorporated on the ground level of the parking structure where possible and appropriate, especially along street frontages.
- b. Parking structure walls facing residential areas should minimize openings to avoid light and noise impacts.
- c. The upper levels of multi-level parking structures should be stepped back and should incorporate irrigated terraced planters.
- d. Where possible, elevators and stairs should be located on the perimeter of the structure to provide natural surveillance from exterior public areas.
- e. In addition to any landscaping required by this Zoning Code, landscaping is encouraged on all levels of a parking structure, especially along exterior walls and on roof top parking or the top deck of the parking structure. Landscaping in the form of green roofs for stormwater management is encouraged to be incorporated into the top level of the parking structure.

H. **Loading.**

1. Loading areas shall be located behind or beside buildings, and as far as possible from adjacent residential uses.
2. Loading areas shall be designed to allow safe maneuvering of delivery vehicles and to minimize the impact of loading on vehicular, bicycle, and pedestrian circulation.

I. **Grade.** No parking area will be approved that has a minimum grade less than one-half (0.5) percent or a maximum grade exceeding five (5) percent. Driveways to parking areas shall not exceed twenty-five (25) percent longitudinal grade and five (5) percent cross grade. Longitudinal slope shall not exceed twenty (20) percent for fire lanes.

J. **Parking Area Landscaping.**

1. Landscaping at any interior parking area intersection shall not obstruct a driver's vision of vehicle and pedestrian cross traffic.
2. All landscaped areas within and/or adjacent to parking areas, including internal circulation, parking spaces, and turn-around areas, shall be enclosed by a raised six-inch (0'-6") concrete curb or low wall. The concrete curb may include cut-outs as part of the design required for bioswales and bioretention basins. The Director may waive this requirement when the landscaped areas are designed in accordance with an integrated, comprehensive low impact development parking lot design.
3. With the exception of trees, landscaping adjacent to pedestrian pathways shall be no more than three (3) feet in height.
4. Interior landscaping for uncovered surface parking areas shall be provided as follows.
  - a. A minimum five (5) foot wide (inside dimension) planter area or landscape strip shall be provided between any uncovered parking space and the property line. This Subsection does not apply to the Old Town District.
  - b. One (1) planter shall be required at each end of each parking aisle and one (1) additional planter area shall be required for each ten (10) parking spaces. This Subsection does not apply to the Old Town District.
  - c. Except as required for vehicular movement, planter lengths shall be two feet (2'-0") less than the adjacent parking space lengths. Each planter shall average at least five (5) feet in inside width.
  - d. All areas not used for parking, circulation, or another functional aspect within uncovered surface parking areas shall be landscaped.

5. Trees.
  - a. At least one (1) tree shall be provided per each prescribed planter.
  - b. Trees shall be a minimum of fifteen (15) gallon size, and at least twenty-five (25) percent of trees shall be of 24-inch box size or greater at planting.
6. All landscaped areas shall be permanently maintained with proper care, weeding, pruning, and irrigation to maximize the health and longevity of plantings and to maintain conformance with the approved landscape plan.
7. All landscaping shall be in compliance with Chapter 4.23 (Water Efficient Landscaping).
8. All landscape lighting shall be in compliance with Chapter 11.5.06 (Outdoor Lighting Standards).

#### **§11.5.05.008 Vehicular Parking for Accessory Dwelling Units.**

The following standards apply to vehicle parking for accessory dwelling units in addition to the provisions required in Table 11.5.05-1.

- A. Notwithstanding any other provision of this Chapter or Chapter 11.4.01 (Accessory Dwelling Units), when a garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit, or is converted into an accessory dwelling unit, and the City requires those off-street parking spaces be replaced, the replacement spaces may be located in any configuration on the same lot as the accessory dwelling unit, including, but not limited to, as covered spaces, uncovered spaces, or tandem spaces, or by the use of mechanical parking lifts.
- B. No additional parking is required for an accessory dwelling unit in any of the following instances:
  1. The accessory dwelling unit is located within one-half (1/2) mile of public transit.
  2. The accessory dwelling unit is located within an architecturally and historically significant historic district.
  3. The accessory dwelling unit is part of the proposed or existing primary residence or an existing accessory structure.
  4. When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
  5. When there is a car share vehicle located within one (1) block of the accessory dwelling unit.



**§11.5.05.009 Bicycle Parking**

- A. **Spaces Required.** Bicycle parking shall be provided according to the standards in Table 11.5.05-2: Bicycle Parking Requirements; except that if the project is subject to the requirements of Chapter 11.5.12 (Trip Reduction and Travel Demand Management), the required amount of bicycle parking shall be the greater amount required of this Chapter or Chapter 11.5.12. Bicycle racks may be used for bicycle parking, unless otherwise noted.

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**Table 11.5.05-2: Bicycle Parking Requirements**

<b>Required Minimum Off-Street Bicycle Parking Spaces</b>	
<b>LAND USE<sup>3</sup></b>	<b>REQUIRED SPACES</b>
<b>Residential Uses</b>	
Single-Family Residential	N/A
Multi-Family Residential	Less than four (4) units: N/A Four (4) or more units: 1 per unit* *Bicycle parking for multifamily residential uses is not required when the units have individual enclosed garages that are assigned to each dwelling unit.
Senior Citizen Multi-family Residential Housing	1 per 10 units
Emergency Shelters	1 per 10 beds
Single Room Occupancy (SRO)	1 per 10 units
Supportive Housing	As required for comparable residential uses in the same zone
Transitional Housing	As required for comparable residential uses in the same zone
Accessory Dwelling Unit	N/A
<b>Civic and Community Uses</b>	
Community Gardens	2 per site
Convents and Monasteries	Resident parking: 1 per bedroom Guest parking: 1 per every 4 bedrooms
Museums	1 per 5,000 sf GFA
Private Schools	Up to 8th grade, 1/classroom: Over 8th grade: <ul style="list-style-type: none"> <li>• School with grades 9 through 12: 1/each classroom plus 1 for each 50 pupils</li> <li>• Auditorium: 1/5 fixed seats or 1/35 sf GFA where seats aren't fixed</li> </ul>
Religious Facilities	1 per 50 fixed seats or 1 per 350 sf GFA where seats are not fixed, plus 1 per 350 sf of gross assembly area, classrooms, meeting rooms, etc.
<b>Retail Uses</b>	
Retail uses, except as set forth more specifically in this Table	1 per 2,500 sf GFA
Automobile Sales, New Vehicles Only	1 per site
Eating and Drinking	<ul style="list-style-type: none"> <li>• Bar, lounge, &amp; nightclub; brewpub; restaurants, full service; restaurants, fast food:</li> </ul>

<sup>3</sup> Land uses and land use categories described in this table are consistent with Table 11.3.02-1: Land Use Permit Table for All Zones.

<b>Required Minimum Off-Street Bicycle Parking Spaces</b>	
<b>LAND USE<sup>3</sup></b>	<b>REQUIRED SPACES</b>
Establishments	1 per 1,000 sf GFA <ul style="list-style-type: none"> <li>• Restaurant, take-out service: 1 per 2,500 sf GFA</li> <li>• Outdoor dining (pursuant to Chapter 11.4.20):               <ul style="list-style-type: none"> <li>○ An outdoor dining area that does not exceed 100 sf shall not be required to provide additional bicycle parking</li> <li>○ An outdoor dining area that exceeds 100 sf in area shall comply with bicycle parking requirements for the particular type of primary eating and drinking establishment as required in this table, for the amount of square footage in excess of the first 100 sf of outdoor dining area</li> </ul> </li> </ul>
Plant Nurseries and Garden Supply Stores	1 per 2,500 sf GFA of indoor retail sales area; plus 1 per 10,000 sf GFA outdoor display/storage area
Service stations	1 space
<b>Office Uses</b>	
All Office Uses	1 per 2,500 sf GFA
<b>Research and Development Uses</b>	
Research and Development	As determined by Conditional Use Permit approval
<b>Service Uses</b>	
Service Uses, except as set forth more specifically in this Table	1 per 2,500 sf GFA
Bed and Breakfast Inns	1 per 10 guest rooms
Car Washes	See Service Stations
Hotels/Motels and Rooming/Boarding Houses	1 per 10 rooms
Mortuaries	1 per 50 fixed seats <sup>2</sup> or 1 per 350 sf GFA where seats are not fixed, plus; 1 per 350 sf of gross assembly area
Recycling Facilities	<ul style="list-style-type: none"> <li>• Reverse Vending Machine:               <ul style="list-style-type: none"> <li>○ N/A</li> </ul> </li> <li>• Small:               <ul style="list-style-type: none"> <li>○ N/A</li> </ul> </li> </ul>
Vehicle Repair	See Service Stations
<b>Medical and Care Uses</b>	
Child Day Care Facilities:	<ul style="list-style-type: none"> <li>• Small family day care home:               <ul style="list-style-type: none"> <li>○ N/A</li> </ul> </li> <li>• Large family day care home:               <ul style="list-style-type: none"> <li>○ 1 per 5 onsite employees</li> </ul> </li> <li>• Child day care center:               <ul style="list-style-type: none"> <li>○ 1 per 5 onsite employees, plus</li> <li>○ 1 per 5 children</li> </ul> </li> </ul>

<b>Required Minimum Off-Street Bicycle Parking Spaces</b>	
<b>LAND USE<sup>3</sup></b>	<b>REQUIRED SPACES</b>
Residential Care Facilities:	<ul style="list-style-type: none"> <li>• Small family residential care: N/A</li> <li>• Large family residential care: 1 per 5 onsite employees</li> <li>• Residential care facilities for the elderly: 1 per 5 onsite employees</li> </ul>
Medical Clinics and Laboratories	1 per 2,500 sf GFA
Hospitals	1 per 50 patient beds
<b>Entertainment, Recreation, and Open Space Uses</b>	
Adult Businesses	1 per 50 fixed seats <sup>4</sup> or 1 per 350 sf GFA where seats are not fixed
Health/Fitness Facilities	<ul style="list-style-type: none"> <li>• Small:                             <ul style="list-style-type: none"> <li>○ 1 per 1,000 sf GFA; plus</li> <li>○ 1 per 5 onsite employees</li> </ul> </li> <li>• Large:                             <ul style="list-style-type: none"> <li>○ 1 per 2,500 sf GFA; plus</li> <li>○ 1 per 5 onsite employees</li> </ul> </li> </ul>
Indoor amusement and Entertainment Facilities	1 per 1,000 sf GFA
Riding and hiking trails	N/A
Theaters, auditoriums, clubs, lodges, and private meeting halls	1 per 50 fixed seats <sup>2</sup> or 1 per 350 sf GFA where seats are not fixed; plus 1 per 350 sf of gross assembly area

**B. Bicycle Facility Design.**

1. Bicycle racks shall be designed to support a bicycle by its frame without damage to the bicycle, allow bicycles frames and/or wheels to be easily locked to the rack, and provide easy access to each parked bicycle when the rack is fully loaded.
2. Bicycle storage facilities shall be protected by a barrier to prevent vehicles from striking parked bicycles.
3. Bicycle racks shall be located within one hundred (100) feet of the primary entrance to the use.

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<sup>4</sup> Eighteen (18) inches of lineal bench or bleacher shall be equal to one (1) fixed seat.

### **§11.5.05.010 Recreational Vehicle Parking or Storage.**

- A. In the single-family residential (R-1) and the residential planned development (RPD) zones and on lots in multifamily residential (R-3) zone developed with single-family residences unless otherwise specified: The parking or storage of all recreational vehicles shall require approval of a Director's Development Review permit as provided in Section 11.6.10.002(A)(19), with the exception of recreational vehicles not exceeding six (6) feet in height as indicated in Subsection (A)(5) of this Section, incidental parking as defined in Subsection (A)(6) of this Section, or emergency parking as defined in Subsection (A)(7) of this Section. Per the discretion of the Director, additional landscaping to screen the recreational vehicle from neighboring views may be required. Recreational vehicles shall be parked or stored behind a six (6) foot tall sight-obscuring gate and/or fence/wall/hedge. Front, side, and rear yard parking or storage shall be regulated as required in Subsections (A)(1) through (4) of this Section.
1. **Front yard and front façade.** Recreational vehicles shall be parked or stored out of the required front yard setback and behind the front façade of the primary structure, except in cases where the recreational vehicle is parked or stored in an area not prominently visible from the street and public right-of-way as determined and conditioned by the Director.
  2. **Garage access.** Recreational vehicles may be parked or stored in areas that would prevent vehicle access of parking spaces within a garage or carport unless it negatively impacts parking within the neighborhood as determined by the Director through the Director's Development Review permit as provided in Section 11.6.10.002(A)(19).
  3. **Interior side and rear yards.** Recreational vehicles exceeding six (6) feet in height that are parked or stored within the required interior and rear yard setbacks shall maintain a minimum space of eight (8) feet between the recreational vehicle and the property line.
  4. **Exterior side yard.** The parking or storage of recreational vehicles within the required exterior side yard setback is prohibited.
  5. **Recreational vehicles not exceeding six (6) feet in height.** Recreational vehicles not exceeding six (6) feet in height may be parked or stored within the required interior side or rear yard setbacks.
  6. **Incidental parking or storage.**
    - a. Incidental parking or storage of up to fourteen (14) days in any calendar year subject to a permit issued pursuant to the requirements and restrictions contained in Section 8.11.020(D).
    - b. Incidental parking or storage of a recreational vehicle for a maximum of two (2) hours is allowed without a permit for purposes of loading or unloading the vehicle.
    - c. Incidental parking or storage of recreational vehicles within a shared driveway shall be prohibited.

- d. Incidental parking or storage of recreational vehicles shall not unreasonably impact egress/ingress access to a shared driveway.
7. **Emergency parking or storage permitted.** Parking or storage of recreational vehicles is permitted during emergency situations where the primary structure has been deemed as unusable as determined by the Director. Examples of emergency situations include, but are not limited to, the following: mudslides, floods, fires, earthquakes, wind damage, long-term power outages, or as determined by the Director.
- B. **In the Multifamily Residential (R-3) Zone.** The storage of recreation vehicles within any multifamily project shall be permitted subject to the following provisions:
1. Highway operative recreational vehicles (e.g., camper-trucks, motor homes, etc.) shall be stored within the enclosed or covered parking spaces for each unit or placed within a separate storage area.
  2. Other recreational vehicles, consisting of, but not limited to, trailers, boats, etc., shall be stored within a separate storage facility within the project or at another appropriate off-site location.
  3. Storage areas for recreational vehicles shall be enclosed with a six (6) foot or higher decorative block wall or acceptable substitute which is screened by exterior landscaping, and shall be paved with concrete, asphalt or similar surface. The location and size shall be subject to the approval of the Planning Commission.
  4. No recreational vehicles shall be stored in designated guest parking areas.
- C. **In the Mixed Use Zone.** The storage of recreational vehicles associated with the residential portion of the mixed use development shall be prohibited.

## Chapter 11.5.06 Outdoor Lighting Standards

### §11.5.06.001 Purpose.

This Chapter establishes outdoor lighting standards that will:

- A. Minimize light pollution, glare, reflections, and light trespass that would interfere in the use or enjoyment of property that is sensitive to obtrusive impacts of artificial outdoor lighting.
- B. Limit the types, kinds, construction, installation, and uses of artificial outdoor light fixtures and lighting practices that contribute to light pollution, light trespass, and skyglow.
- C. Allow for the maintenance of nighttime safety, security, utility, and productivity.
- D. Conserve energy and resources associated with the production of artificial outdoor lighting.
- E. Provide for reasonable lighting of buildings and landscaping for aesthetic purposes.

### §11.5.06.002 Applicability.

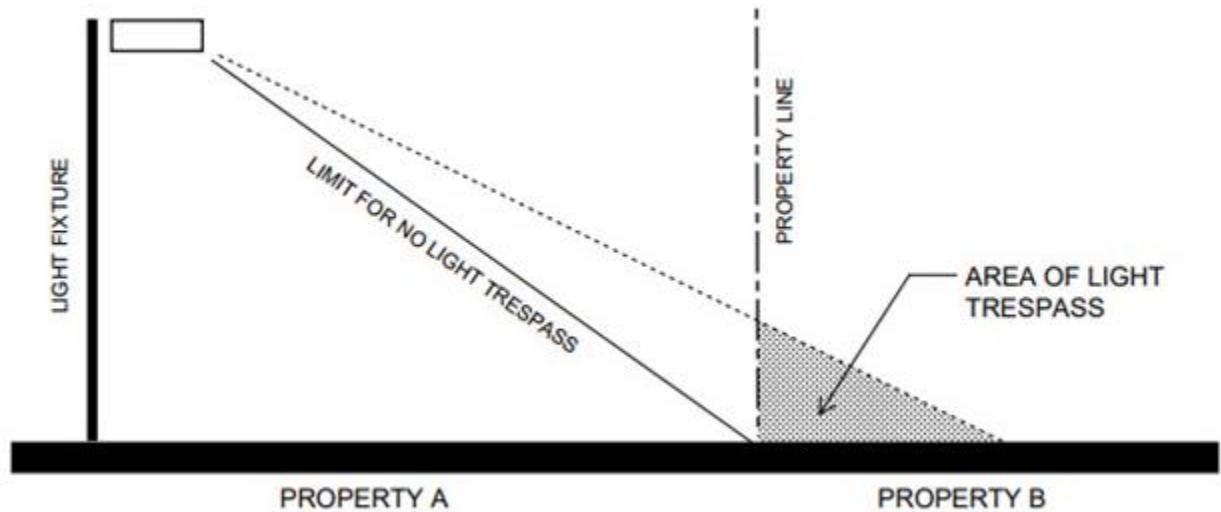
- A. All outdoor light fixtures installed after the effective date of this Chapter shall be installed in conformance with the provisions of this Chapter.
- B. Any alteration to an existing parking lot that requires a permit pursuant to the permitting requirements of Part 6 shall conform with the provisions of this Chapter.
- C. If a non-residential property or use with outdoor lighting that is not in conformance with this Chapter is abandoned for a continuous period of 180 days, then all outdoor lighting shall be reviewed and brought into compliance with this Chapter before a new use is approved.
- D. Signs are not subject to this Chapter. Regulations for lighting of signs are set forth in Chapter 11.5.09 (Sign Regulations).

### §11.5.06.003 General Lighting Standards.

All outdoor lighting on private property shall comply with the following standards:

- A. All outdoor light fixtures shall be installed and maintained in a manner that does not permit light trespass and so that direct glare and reflections are contained within the boundaries of the site (see Figure 11.5.06-1). Further, any fixed objects that reflect or refract light, such as windows, mirrors, or other reflective surfaces, must not result in light pollution.

**Figure 11.5.06-1: Light Trespass**



- B. All outdoor lighting shall be arranged to reflect away from adjoining properties and public rights-of-way.
- C. No outdoor lighting shall be permitted where the light source is directed toward or results in illumination of a property or properties other than that property upon which the light source is physically located.
- D. Motion sensors that activate outdoor lights shall be placed in such a manner that they are not triggered by movement or activity located off the property on which the light is located.
- E. Lighting directed upward that does not light buildings, landscape, or site surfaces is prohibited in all zones.
- F. Where outdoor light fixtures are used for aesthetic purposes to up-light buildings, architectural features, and trees and other landscape features, they shall comply with the following requirements:
  - 1. The maximum illumination on any vertical wall surface or angular roof surface shall not exceed 2.5 foot candles. Light levels shall be limited to 0.1 foot candle at the roofline and exterior corners, so as to prevent light trespass and skyglow.
  - 2. Where practical, lights should be mounted to shine downward, rather than up onto buildings and landscape features.
  - 3. Where up-lighting is used, light fixtures shall be fully shielded and aimed and controlled so that the directed light is substantially confined to the object to be illuminated and also complies with the additional lighting requirements of the zone within which the property is located.



- G. Where up-lighting is used to illuminate one or more flag(s) and associated flag pole(s):
  - 1. Lighting shall be limited to one (1) light fixture per flag pole.
  - 2. A Conditional Use Permit shall be required in accordance with Section 11.6.09.004.
- H. Lighting fixtures placed on a building shall be architecturally integrated as part of the overall design of the building and shall be of minimal intensity, except where oriented toward outdoor areas as security lighting.

#### **§11.5.06.004 Outdoor Lighting Standards for Single-Family Residential Uses.**

No outdoor lighting shall be installed or used in single-family residential zones except in accordance with the provisions of this Section or as otherwise required in this Zoning Code.

- A. Outdoor light fixtures on property in single-family residential zones shall be fully shielded within twenty-five (25) feet of adjacent residential property lines, measured perpendicular to the lot line, and shall be designed and installed to preclude light trespass onto adjacent property.
- B. No one outdoor light fixture shall exceed 2,880 initial lumens.
- C. Outdoor light fixtures may be mounted on any exterior wall, structure, or light pole at a maximum of fifteen (15) feet above the adjacent finished floor level, except that an outdoor light fixture adjacent to a second story balcony, deck, or exterior door may be mounted on the wall at a maximum height of eight (8) feet above the finished floor level. Any exception to this Subsection requires the Director to approve an Engineered Lighting Plan in accordance with Section 11.5.06.006.
- D. Lighting on fences and walls in all single-family residential zones shall comply with this Chapter and Section 11.3.03.005(G).
- E. Notwithstanding the provisions of this Section, an Engineered Lighting Plan in accordance with Section 11.5.06.006 may be required at the discretion of the Director.

#### **§11.5.06.005 Outdoor Lighting Requirements in Non-Residential, Multifamily, and Mixed Use Zones.**

No outdoor lighting shall be installed in any non-residential, multifamily, or mixed use zone except in accordance with the provisions of this Chapter or except as otherwise provided for in this Zoning Code.

- A. An Engineered Lighting Plan shall be required for all development on non-residentially, multifamily, and mixed use zoned property in accordance with Section 11.5.06.006.
- B. No one outdoor light fixture shall exceed 10,500 initial lumens, except as otherwise may be required by local, regional, State, or federal agencies.

- C. Outdoor light fixtures for uncovered parking areas (including the top deck of a parking structure), vehicle driveways, and walkways shall not exceed a height of fifteen (15) feet. Such overall height shall be measured from the paved parking area surface to the uppermost part of the light fixture, including the lamp.
- D. Lighting shall be directed onto the driveways, walkways, and parking areas within the development and away from adjacent properties and public rights-of-way.
- E. Outdoor light fixtures on non-residentially, multifamily, and mixed use zoned property shall be fully shielded within twenty-five (25) feet of adjacent residential property lines, measured perpendicular to the lot line, and shall be designed and installed to preclude light trespass onto adjacent property. Lighting on the uncovered top deck of a parking structure is prohibited between the hours of 11:00 p.m. and sunrise, except that lighting is allowed while the parking facility is open to the public. Security lighting is excluded from this prohibition.
- F. Multifamily residential projects, including the residential portions of mixed use developments, and emergency shelter facilities, shall provide lighting in accordance with this Chapter, except as modified by the following standards:
  - 1. Lighting in parking areas, garage areas, and carport areas shall be maintained with a minimum of one (1) foot candle of illumination during the hours of darkness.
  - 2. On-site walkway areas shall maintain a minimum illumination level equivalent to one-quarter (0.25) foot candle during the hours of darkness.
  - 3. Methods of illumination may be wall- or ground-mounted with deflectors to confine the rays to the site with minimal intrusion to the dwelling units.
  - 4. Utilize motion sensors where appropriate for safety and energy conservation.

#### **§11.5.06.006      Engineered Lighting Plan.**

When an Engineered Lighting Plan is required by this Chapter or Zoning Code, it shall be provided as follows:

- A. The Engineered Lighting Plan shall include the location, height, number of lamps, lumens per lamp, estimates of maximum illumination on site, and spill/glare at property lines shall be submitted for approval by the Director.
- B. The Engineered Lighting Plan shall be required to include a photometric study demonstrating compliance with the lighting standards of this Chapter.
- C. The Engineered Lighting Plan shall be prepared by a certified lighting professional.

**§11.5.06.007 Temporary Lighting.**

Temporary lighting may be approved by the Director subject to the approval of a Temporary Use Permit in accordance with the provisions of Section 11.6.11.005(B)(4).

**§11.5.06.008 Prohibited Outdoor Lighting.**

The following types of outdoor lighting are prohibited:

- A. Outdoor floodlighting by flood light projection above a horizontal plane drawn through the lighting fixture's lowest light-emitting part.
- B. Laser lights and pulsed light sources or any similar high-intensity light, except in emergencies by police, fire, or medical personnel or at their direction.
- C. Neon or LED tubing or perimeter strips along building structures as articulation.

**§11.5.06.009 Exemptions from this Chapter.**

- A. All outdoor lighting fixtures existing and legally installed prior to the date of adoption of this Zoning Code are exempt from the requirements of this Chapter, except that:
  - 1. When existing luminaires become inoperable, replacement in compliance with this Chapter is required; and
  - 2. This exemption shall cease to apply when a structure is considered new in accordance with the definition of "Structure, New" in Part 8 of this Zoning Code.
- B. Low voltage, temporary lights used for holiday decorations may be unshielded. Holidays lights must not be installed prior to forty-five (45) days before and removed no later than fifteen (15) days after the applicable holiday.
- C. Solar-powered lights of 300 initial lumens or less per fixture used in residential landscaping applications and to illuminate walkways are exempt from applicable shielding standards.
- D. Construction or emergency lighting, provided such lighting is temporary and is discontinued immediately upon completion of the construction work or abatement of the emergency necessitating said lighting, and is used in conjunction with a valid Building Permit.
- E. Lighting for public roadways for traffic control, such as signals and other devices.
- F. Vehicular lights and all temporary emergency lighting needed by fire, police, medical, or other emergency services personnel.
- G. Navigation lights, such as those located on radio/television towers.
- H. Any facility or equipment that is subject to preemptive State or federal standards for illumination levels.

## **Chapter 11.5.07 Preservation and Protection of Designated Trees on Private Property**

### **§11.5.07.001 Purpose.**

The purposes of this Chapter are to preserve and protect certain species of trees, as set forth in this Chapter, that are of aesthetic importance and to protect the scenic beauty of the area in a manner that does not unreasonably infringe upon the rights of property owners. It is pertinent to the public interest, health, and welfare that the protection of these certain species of trees be guarded against damage, destruction, and removal. These purposes can be achieved through education and regulation regarding the care and removal of protected trees.

### **§11.5.07.002 Applicability.**

This Chapter applies to all property in the city, except City-owned or controlled property, which is addressed in Chapter 4.24 (Trees in the Public Right-of-Way) of the LCFMC, and property that is owned or controlled by a public agency.

### **§11.5.07.003 Definitions.**

For the purposes of this Chapter, the following terms are defined as follows:

- A. "Certified arborist" means an individual who is certified as an arborist, possesses and maintains a city business license, and is on the Official City Approved Arborists and Tree Trimmers List, as set forth in Section 11.40.050(A), at the time the work is performed.
- B. "Commercial tree service" means a service hired for the purpose of trimming protected trees that, at the time the work is performed, has a D49 contractor's license (tree service), a city business license and is on the Official City Approved Arborists and Tree Trimmers List, as set forth in Section 11.40.050(A).
- C. "Damage" or "damaging" means any act which causes or tends to cause injury or disfigurement to a protected tree, including the root system, or impairs its structural integrity. This includes, but is not limited to, topping, poisoning, burning, or girdling a protected tree or attaching any object by means of nails, screws, lag bolts, or other similar objects. Attachment of cables, braces or similar, undertaken by a licensed arborist to protect or preserve the health of the tree, shall not be defined as "damage" or "damaging" so long as undertaken, supervised, or directed by a licensed arborist for the purpose of protecting or preserving the health of the protected tree.
- D. "Development activity" means any development work upon property subject to this Chapter, including, but not limited to:
  - 1. Construction, installation, reconstruction, demolition, or moving of a building or structure; or
  - 2. Grading, excavation, or compaction of soil; or

3. Flatwork.

- E. "Emergency" means an immediate threat or hazard to health, safety or property caused by the presence of the protected tree as a result of accident, disease, storm damage, acts of nature affecting the protected tree, or other acts not caused by the property owner.
- F. "Flatwork" means an improvement built or placed at grade not requiring a footing, including, but not limited to, driveways, walkways, and/or equipment pads.
- G. "Historic Deodar District" means the area that encompasses the following streets: Alta Canyon Road (North of Alta Park Lane), Bonita Vista Drive, Bubbling Well Lane, Del Oro Drive, Earl Drive, Earlmont Avenue, El Vago Street (West of Indian Drive), Fairmount Avenue, Hacienda Drive, Hillard Avenue, Jarvis Avenue, Linda Vista Drive, Louise Drive, and Palm Drive (North of Fairmount Avenue).
- H. "Project area" means any development activity within thirty (30) feet of a protected tree.
- I. "Property owner" means a person who is the record owner, as shown on the Los Angeles County assessor's latest secured real property assessment roll or then current grant deed of record as shown in the Los Angeles County recorder's office.
- J. "Protected tree" means:
1. Any of the following trees on property located in the single-family residential (R-1) zone having a diameter of twelve (12) inches or greater at fifty-four (54) inches above natural grade: Coast Live Oak, Interior Live Oak, Canyon Live Oak, Scrub Oak, Coastal Scrub Oak, Valley Oak, Mesa Oak, and California Sycamore Tree. Where a tree trunk is divided below fifty-four (54) inches above natural grade, the diameter of all trunks, as measured at fifty-four (54) inches from the natural grade, shall be added to determine a tree's diameter.
  2. Any Deodar Cedar Tree on property located in the R-1 zone that has a diameter of twelve (12) inches or greater at fifty-four (54) inches above natural grade, that has a trunk which is partially or wholly within twenty (20) feet of any curb or edge of pavement, and that is located within the Historic Deodar District, as defined in this section. Where a tree trunk is divided below fifty-four (54) inches above natural grade, the diameter of all trunks, as measured at fifty-four (54) inches from the natural grade, shall be added to determine a tree's diameter. This definition shall not apply to any Deodar Cedar Tree located within the public right-of-way, which is regulated by Chapter 4.24 (Trees in the Public Right-of-Way) of the LCFMC.
  3. Any species of tree greater than five (5) feet in height on property in a non-R-1 zone, except City-owned or controlled property, which is addressed in Chapter 4.24 (Trees in the Public Right-of-Way) of the LCFMC.
- K. "Protection zone" means a defined area surrounding a protected tree which may be impacted by development activity as described in Section 11.5.07.007(D).

- L. "Removal," "remove," "removed," or "removing" means transplanting a protected tree, complete extraction of a protected tree, or cutting of a protected tree so that only a stump remains.
- M. "Replacement tree" means a substituted tree designated by the Director, the Planning Commission, the Council, and/or a court of law as a replacement for a protected tree. A replacement tree is deemed a protected tree.
- N. "Structure" means anything built, constructed, fabricated, formed or placed which requires a fixed location on the ground. For the purposes of this definition, structure does not include flatwork.
- O. "Topping" (also known as "heading back," "stubbing" or "pollarding") means a severe type of trimming which results in the cutting back of large branches to stub, or the removal of the upper twenty (20) percent or more of a protected tree's trunk or primary scaffold.
- P. "Trim," "trims," "trimmed" or "trimming" (also known as "pruning") means detaching or separating either in whole or in part, any limb, branch, and/or root, from any part of a protected tree.

#### **§11.5.07.004 Tree Preservation and Protection Guidelines.**

The City is committed to natural resource stewardship and a healthy and sustainable tree population. Trees and vegetation provide a multitude of benefits, which include clean water, clean air, enhanced quality of life, and improved property values. In an effort to promote the maintenance of protected trees, the City shall maintain the "Tree Preservation and Protection Guidelines," as adopted by resolution of the Council, as amended from time to time. A copy of said resolution shall be available in the office of the Director and on the City's website. The "Tree Preservation and Protection Guidelines" are intended to inform residents and business owners of tree trimming techniques that reflect industry standards and acceptable best management practices for the preservation of protected trees in the city. The "Tree Preservation and Protection Guidelines" recommend best practices for the proper care and maintenance of protected trees.

#### **§11.5.07.005 Trimming of Protected Trees.**

- A. **Official City Approved Arborists and Tree Trimmers List.**
  - 1. The Director shall prepare and maintain the "Official City Approved Arborists and Tree Trimmers List," a copy of which shall be available in the office of the Director and on the City's website. Certified arborists and commercial tree services must appear on this list at the time they are performing any trimming of protected trees, or as otherwise may be required in this Chapter.
  - 2. A certified arborist or commercial tree service may be added to the "Official City Approved Arborists and Tree Trimmers List," subject to completing a business license application, a supplemental application for certified arborists and commercial tree services, and a signed acknowledgement that the certified arborist or commercial tree service had received, read, and understood this Chapter.

3. A certified arborist and/or commercial tree service may be removed from the “Official City Approved Arborists and Tree Trimmers List” for failure to comply with the provisions of this Zoning Code as further discussed in Section 11.5.07.008(C).

**B. Authorized Persons Who May Trim Protected Trees.**

1. For property located in the single-family residential (R-1) zone, only the following persons may trim protected trees:
  - a. A commercial tree service;
  - b. A certified arborist;
  - c. A property owner and/or household member(s) who personally performs the work on his or her property.
2. For property located in a non-R-1 zone, only the following persons may trim protected trees:
  - a. A commercial tree service;
  - b. A certified arborist.

**§11.5.07.006 Removal of Protected Trees.**

- A. **Permit Required.** A Tree Removal Permit shall be required for the removal of any protected tree in accordance with the provisions of this Section.
- B. **Criteria for Tree Removal Permit.** A Tree Removal Permit may be issued only if any one (1) of the following criteria is met:
  1. Where the protected tree itself, its excess foliage, or any one or more of its limbs is, in the opinion of the Director, unreasonably interfering with a structure or other improvement and there is no reasonably practical alternative to mitigate the interference.
  2. Where, upon taking into account the size, shape, topography, and existing protected trees upon the lot, the denial of the permit would create an unreasonable hardship or a significant undue impairment of the use and enjoyment of the property by the property owner.
  3. Where the protected tree is so diseased or damaged that it is no longer viable or is a threat to cause damage to property or to other protected trees.
  4. Where the removal of one or more protected trees is required by the Fire Department for reasons of public health, safety, and/or welfare, including to provide an effective firebreak. This criterion must be supported by written documentation from the Fire Department.
  5. Where a property owner requests removal of a protected tree for other reasonable cause and the removal will not impact the character of the neighborhood from public view or adjacent properties or where such removal can be reasonably mitigated.

C. **Exceptions from Tree Removal Permit Requirements.** A Tree Removal Permit is not required in the following cases:

1. Removal of an unprotected tree.
2. Removal of a dead tree, as determined by the Director.
3. Removal of a protected tree which is required by the City, the Fire Department, or a public utility.
4. Removal of a protected tree due to an emergency, subject to the following requirements:
  - a. If an emergency occurs during regular City Hall business hours, the person removing the protected tree, or causing it to be removed, shall notify the Director prior to the removal of the protected tree if reasonably practicable. If it is not reasonably practicable to provide notice, the person removing the protected tree, or causing it to be removed, must notify the Director within a reasonable period of time after the removal and provide supporting documentation of the emergency.
  - b. If an emergency removal occurs outside of regular City Hall business hours or when City Hall is otherwise closed, the person removing the protected tree, or causing it to be removed, must notify the Director within a reasonable period of time after the removal and provide supporting documentation of the emergency.

D. **Procedure for Issuance of Tree Removal Permits.**

1. **Permit application requirements.** The Tree Removal Permit application shall be filed with the Director on a form provided by the Director and shall be processed in accordance with the procedures specified by Chapter 11.6.01 (Filing and Processing of Applications).
2. **Permit fee.** The fee for the Tree Removal Permit shall be as established by City Council resolution as may be amended from time to time.
3. **Decision.**
  - a. The Director shall evaluate the application along with the criteria established in Subsection B, as applicable.
  - b. If the Director can make any one of the criteria for removal in his or her determination based on a visual inspection of the protected tree(s), the Tree Removal Permit shall be granted.



- c. If the Director, however, requires further evidence to make any one of the findings, the Director may require an arborist report to be prepared by a certified arborist, as defined in Section 11.5.07.003. The applicant may provide an arborist report or, alternatively, provide a deposit to the Director, based on a reasonable estimate of the Director's and/or consultant's/arborist's costs to be incurred to conduct the review, or as may be established by the fee resolution as adopted by the City Council as may be amended from time to time, whichever is greater.
  - d. A determination of the Director to grant the permit may include reasonable conditions for the removal of the protected tree.
  - e. Upon the determination to either approve or deny the Tree Removal Permit, the Director shall provide notice to the applicant, the abutting property owners, and all others whose names appear on the application for removal, in accordance with the provisions for notice as specified in Section 11.2.02.003 for permits subject to Review Process B (Notice of Director Review).
  - f. The decision of the Director may be appealed to the Planning Commission in accordance with Chapter 11.2.03 (Call-Up and Appeals).
  - g. A Tree Removal Permit application made in connection with a development proposal shall be considered concurrently with the development proposal.
- E. As a condition to granting a Tree Removal Permit pursuant to Subsections (B)(1) through (B)(4), inclusive, the property owner or applicant may be required to plant replacement trees on the subject property if removal of the protected tree(s) impacts the character of the neighborhood from public view or adjacent properties and where removal can be mitigated on-site. The replacement trees shall be planted as follows:
- 1. The number and size of replacement trees required shall be based on the City's Tree Replacement Chart as adopted by resolution of the City Council, as amended from time to time. A copy of said resolution shall be available in the office of the Director and on the City's website.
  - 2. For property located in the R-1 zone, a replacement tree(s) shall be any species of a protected tree(s), as defined in Section 11.5.07.003, as determined by the Director. For property located in a non-R-1 zone, a replacement tree(s) may be any species of tree, as determined by the Director.
  - 3. The location of replacement tree(s) shall be determined by the Director or the Planning Commission.
  - 4. The property owner must agree to accept the conditions of replacement by his or her signature on the acknowledgement of conditions before activation of the Tree Removal Permit, including a condition that the property owner shall provide written notice to subsequent property owners about the existence of a replacement tree that is subject to the provisions of this Chapter.

5. When the replacement is completed, the applicant shall contact the Planning Department for an inspection of the work and to demonstrate evidence of the mitigation.
  6. In any case where the Director reasonably determines that the required replacement tree(s) cannot be planted on the subject property due to the size, shape, topography, or design of existing development of the subject property, the Director may authorize the property owner or applicant to pay money into the City's Tree Replacement Fund in lieu of the required planting of replacement trees. The amount shall be based on the City's Tree Replacement Chart as adopted by resolution of the City Council, as amended from time to time. A copy of said resolution shall be available in the Office of the Director and on the City's website.
- F. As a condition to granting a Tree Removal Permit pursuant to Subsection (B)(5), the property owner or applicant shall be required to plant replacement trees on the subject property, as set forth in Subsection (F)(1), or pay a designated amount into the City's Tree Replacement Fund, as set forth in Subsection (F)(2).
1. **Replacement trees.**
    - a. If replacement trees are to be planted, the number and size of replacement trees required shall be based on the City's Tree Replacement Chart as adopted by resolution of the City Council, as amended from time to time. A copy of said resolution shall be available in the Office of the Director and on the City's website.
    - b. For property located in a single-family residential (R-1) zone, a replacement tree(s) shall be any species of a protected tree(s), as defined in Section 11.5.07.003, as determined by the Director. For property located in a non-R-1 zone, a replacement tree(s) may be any species of tree, as determined by the Director.
    - c. The location of replacement tree(s) shall be determined by the Director or the Planning Commission. If the subject property cannot accommodate multiple protected trees, if required, alternative public property locations within the City (rights-of-way, parks, etc.) may be designated.
    - d. The property owner must agree to accept the conditions of replacement by his or her signature on the acknowledgement of conditions before activation of the tree removal permit, including a condition that the property owner shall provide written notice to subsequent property owners about the existence of a replacement tree that is subject to the provisions of this Chapter.
    - e. When the replacement is completed, the applicant shall contact the Planning Department for an inspection of the work and to demonstrate evidence of the mitigation.

2. **City’s Tree Replacement Fund.** Except where it is determined by the Director, Planning Commission, or City Council that planting of replacement trees is necessary for purposes of mitigation, the property owner or applicant may pay money into the City’s Tree Replacement Fund as an alternative to planting replacement trees. The amount shall be based on the City’s Tree Replacement Chart as adopted by resolution of the City Council, as amended from time to time. A copy of said resolution shall be available in the Office of the Director and on the City’s website.
- G. Unless otherwise stated in the conditions of approval, a Tree Removal Permit shall be valid for a period of one (1) year.
- H. **Authorized Persons Who May Remove Protected Trees.**
1. For property located in the single-family residential (R-1) zone, only the following persons may trim protected trees:
    - a. A commercial tree service;
    - b. A certified arborist;
    - c. A property owner and/or household member(s) who personally performs the work on his or her property.
  2. For property located in a non-single-family residential zone, only the following persons may trim protected trees:
    - a. A commercial tree service;
    - b. A certified arborist.

**§11.5.07.007 Protection Requirements During Development Activity.**

- A. **Reasonable Safeguards.** In recognition that development activity presents a risk of harm to protected trees, this Section is intended to ensure that reasonable safeguards are taken to ensure that protected trees are protected during development activity.
- B. **Director’s Determination—Tree Protection.**
1. **When required.** Development activity that includes any of the following shall require approval of a Tree Protection—Director’s Determination prior to conducting said work:
    - a. Placing or constructing a structure within a distance from the protected tree equivalent to three and one-half (3½) times the trunk diameter, up to a maximum of fifteen (15) feet. For purposes of the provisions of this Subsection, the distance shall be measured from the outer trunk edge of the protected tree at grade.

- b. Installing new paving or flatwork within a distance from the protected tree equivalent to two (2) times the trunk diameter, up to a maximum of ten (10) feet. For purposes of the provisions of this Subsection, the distance shall be measured from the outer trunk edge of the protected tree at grade.
- c. Excavating a footing, basement, or pool, or substantial compaction within a distance from the protected tree equivalent to three and one-half (3½) times the trunk diameter, up to a maximum of fifteen (15) feet. For purposes of the provisions of this Subsection, the distance shall be measured from the outer trunk edge of the protected tree at grade.
- d. Placement of fill material within a distance from the protected tree equivalent to three and one-half (3½) times the trunk diameter of a protected tree, up to a maximum of fifteen (15) feet. For purposes of the provisions of this subsection, the distance shall be measured from the outer trunk edge of the protected tree at grade.

2. **Procedure for Director’s Determination—Tree Protection.**

- a. *Site plan.* When protected trees are located within a project area involving development activity requiring a building permit, grading permit, or other zoning entitlement, the property owner or applicant shall identify the following on a site plan or, in lieu of a site plan, an approved landscape plan:
  - i. The location and species of all protected trees in the project area including the approximate location of each protected tree’s canopy. Protected trees shall each be identified on the site plan by separate number.
  - ii. Canopies of neighboring protected trees that overhang the project area.
  - iii. Existing and proposed grades, existing and proposed improvements, and septic tanks and utility lines in the project area, if impacted.
  - iv. The location and type of the proposed protective barrier for each protected tree.
  - v. All site plans will be reviewed by City Staff, in consultation with a certified arborist, if necessary. If arborist review is required, such review is subject to a deposit, based on a reasonable estimate of the Director’s and/or consultant’s/arborist’s costs to be incurred by the City to conduct the review, or as may be established by the fee resolution as adopted by the City Council as may be amended from time to time, whichever is greater.
  - vi. The requirements of Subsection (B) shall not be applicable if the only development activity being conducted is flatwork that does not encroach within the area described in Subsection (D)(1)(b).
- b. *Fee.* The fee for the Director’s Determination—Tree Protection shall be as established by City Council resolution as may be amended from time to time.

- c. *Required finding.* If the Director can find that the health of the protected tree will not be unreasonably impacted by the proposed development activity, the Director shall approve the site plan. Approval of the site plan by the Director shall constitute approval of the Director's Determination—Tree Protection.
  
- d. *Consultation with arborist.* If the Director requires further evidence to make the necessary finding in Subsection (c) above, the Director may consult with a certified arborist as part of the Director's determination. If arborist review is required, such review is subject to a deposit, based on a reasonable estimate of the Director's and/or consultant's/arborist's costs to be incurred to conduct the review, or as may be established by the fee resolution as adopted by the Council as may be amended from time to time, whichever is greater.
  - i. Unless waived by the Director, the arborist report shall be prepared by a certified arborist, as defined in Section 11.5.07.003, in the following cases:
    - (a) Any development activity within the applicable protection zone of a protected tree.
    - (b) In conjunction with an application for a Tree Removal Permit, if required, to support the applicable finding(s) for issuance.
    - (c) In all other instances as determined by the Director, Planning Commission, and/or City Council, to preserve and protect the health of a protected tree.
  - ii. The arborist report shall contain the following information:
    - (a) The name, address and daytime telephone number of the preparer.
    - (b) For each protected tree, the circumference and diameter of the trunk, measured fifty-four (54) inches above natural grade or, in the case of multiple trunks, the cumulative diameter of all trunks that are fifty-four (54) inches above natural grade.
    - (c) The locations of protected trees and the outlines and dimensions of the respective canopies on a corresponding site plan.
    - (d) Aesthetic assessment of the protected tree, considering factors such as, but not limited to, symmetry, broken branches, unbalanced crown, excessive horizontal branching.
    - (e) Recommendations to remedy structural problems where required.
    - (f) Evidence of disease.
    - (g) Identification of insects or pests.

- (h) Evaluation of vigor, such as new tip growth, leaf color, abnormal bark, presence of deadwood, and thinning of crown.
  - (i) Health rating based on the archetype tree of the same species.
  - (j) Recommendations to improve the health of the protected tree, such as insect or disease control, pruning and fertilization.
  - (k) Evaluation of the applicant’s proposal as it impacts each protected tree shown on the site plan, including suggested mitigating and/or future maintenance measures where required. This information shall only be provided when there is development activity within the protection zone of a protected tree.
- iii. In lieu of the property owner or applicant obtaining an arborist report, the property owner may authorize the Director to obtain the arborist report on behalf of the property owner or applicant, subject to a deposit.
  - iv. All arborist reports will be reviewed by City Staff, in consultation with a certified arborist, if necessary. If arborist review is required, such review is subject to a deposit, based on a reasonable estimate of the Director’s and/or consultant’s/arborist’s costs to be incurred by the City to conduct the review, or as may be established by the fee resolution as adopted by the City Council as may be amended from time to time, whichever is greater.
3. **Conditions.** A determination of the Director to approve the site plan may include reasonable conditions to mitigate the impacts of the development activity on the protected tree, including, but not limited to:
- a. Roots that are two (2) inches or greater in diameter shall not be cut within the protection zone and roots that are four (4) inches or greater in diameter shall not be cut outside the protection zone.
  - b. Branches that could be damaged by vehicles or that interfere with the development activity must be trimmed by a certified arborist or commercial tree service.
4. **Appeal.** The decision of the Director may be appealed to the Planning Commission in accordance Chapter 11.2.03 (Call-Up and Appeals).

C. **Protection Barriers.**

- 1. Prior to the commencement of development activity, and during all phases of development activity, within a project area, a property owner or applicant shall establish and maintain a protection barrier for each protected tree scheduled to be retained within the project area. The protection barrier shall:
  - a. Be a chain link fence; and

- b. Have a minimum height of five feet; and
  - c. Have warning signs indicating the protected tree's protected status; and
  - d. Be located a distance from the trunk base equal to three and one-half (3½) times the trunk diameter, up to a maximum of fifteen (15) feet.
2. The Director, in consultation with a certified arborist if necessary, may modify the standards identified in this Section and/or impose additional measures determined necessary to preserve and protect the health of protected trees depending upon the nature of development activity and site features.
- D. **Remedies for Noncompliance.** In the event of noncompliance with any requirement in this Section, the Director may issue a stop work order in accordance with Section 11.2.04.004 for all or part of the project on the site.

#### **§11.5.07.008      Violations and Enforcement.**

- A. The following actions are prohibited and are violations of this Zoning Code:
1. Damaging any protected tree.
  2. Causing a protected tree to die.
  3. Removing a protected tree without a Tree Removal Permit, where one is required.
  4. Removing a protected tree in an emergency without complying with the proper procedures, including, but not limited to, the failure to provide the required notice and/or supporting documentation.
  5. Hiring a commercial tree service or arborist who, at the time of performing the work on a protected tree, fails to appear on the Official City Approved Arborists and Tree Trimmers List.
  6. For arborists and commercial tree services, the failure to, at the time of performing the work on a protected tree, possess and maintain the proper certification, a City business license, appropriate State contractor's license, and/or inclusion on the Official City Approved Arborists and Tree Trimmers List.
- B. Any violation of Subsection (A) shall be punishable as a misdemeanor, subject to the fines and related penalties of Section 1.04.010 of the LCFMC, and/or as an administrative citation, subject to the fines set forth in Chapter 1.07 of the LCFMC.
- C. In addition to the penalties imposed in Subsection (B), a person who is in violation of Subsection (A), shall be required to pay restitution to the City to mitigate the loss of the protected tree(s) as follows:
1. Persons who commit the following violations are required to pay restitution:

- a. Damaging any protected tree, such that the protected tree dies within one (1) year from the act causing damage.
  - b. Causing a protected tree to die.
  - c. Removing a protected tree without a tree removal permit, where one is required.
  - d. Removing a protected tree in an emergency without complying with the proper procedures, including, but not limited to, the failure to provide the required notice and/or supporting documentation.
2. The amount of restitution shall be established in the City's Tree Replacement Chart as adopted by resolution of the City Council, as amended from time to time. A copy of said resolution shall be available in the Office of the Director and on the City's website.
  3. Restitution shall be paid into the City's Tree Replacement Fund.
  4. Failure to pay restitution after the date ordered shall constitute a new, continuing, and separate offense each day that the restitution amount remains unpaid. All civil, criminal, and/or administrative remedies may be exercised for each such offense.
  5. Any person who is required to pay restitution and who meets the low, very-low, or extremely-low income categories as established annually by the California Department of Housing and Community Development may apply for a financial hardship waiver as follows:
    - a. The request for waiver shall be on a form approved by the Director and available in the Office of the Director;
    - b. The completed form shall be submitted to the Director within ten (10) days of the notification of required payment of restitution;
    - c. Upon receipt of such application, the Director shall schedule a hearing before the Zoning Hearing Officer. Notice of the hearing shall be sent by certified mail, return receipt requested, at least ten (10) calendar days prior to the hearing according to the provisions of Chapter 11.2.02 (Public Notice and Hearing Requirements);
    - d. At the time fixed for the hearing, the Zoning Hearing Officer shall consider all relevant evidence demonstrating a financial hardship;
    - e. A financial hardship shall be determined to exist if the person requesting the waiver meets the then-current low, very-low, or extremely-low income categories as established annually by the California Department of Housing and Community Development; and



- f. If the Zoning Hearing Officer finds that a financial hardship does not exist, the Zoning Hearing Officer shall deny the application. If the Zoning Hearing Officer finds that a financial hardship exists, the Zoning Hearing Officer may modify and/or waive the amount of restitution that is required to be paid. The decision of the Zoning Hearing Officer shall be in writing and shall be sent by certified mail, return receipt requested within thirty (30) days of the hearing. The decision of the Zoning Hearing Officer shall be final.
  
- D. In any case where restitution is required pursuant to Subsection (C), the property owner of the subject property shall plant a replacement tree on the subject property in accordance with Section 11.5.07.006(F)(1). This Subsection shall apply irrespective of whether the property owner is a responsible person for the underlying violation of Subsection A. In such cases when the property owner is not the party who committed the illegal removal or damage (such that the protected tree dies within one year from the act causing damage), the City shall tender to the property owner the amount of restitution collected from the offending party in an amount not to exceed the actual cost of replacement and installation. Payment shall be provided by the City after confirmation of installation by the Director and receipts have been provided to the City by the property owner. Failure to plant a replacement tree after the date ordered shall constitute a new, continuing, and separate offense each day that the replacement tree remains unplanted. All civil, criminal, and/or administrative remedies may be exercised for each such offense.
  
- E. For violations of Subsection (A), a certified arborist or commercial tree service shall be subject to the penalties imposed by Subsections (B) and (C), and/or removal from the Official City Approved Arborists and Tree Trimmers List for a period of six (6) months for a first violation of this Zoning Code. After three (3) violations, a certified arborist or commercial tree service shall be removed from the Official City Approved Arborists and Tree Trimmers List for a period of five (5) years.
  
- F. For violations of Subsection (A), a commercial tree service or arborist who, at the time of performing the work on a protected tree, fails to appear on the Official City Approved Arborists and Tree Trimmers List, shall be subject to the penalties imposed by Subsections (B) and (C) and shall not be eligible for inclusion on the Official City Approved Arborists and Tree Trimmers List for a minimum of six (6) months.

## Chapter 11.5.08 Refuse and Recycling Storage Areas

### §11.5.08.001 Purpose.

This Chapter provides development standards for refuse and recycling storage areas in development projects to protect the health, safety, and welfare of the public and to prevent trash and other debris from entering the storm drain system and waterways in accordance with State and federal regulations.

### §11.5.08.002 Applicability.

The requirements of this Chapter shall apply to:

- A. All new nonresidential development projects, mixed-use development projects, and multifamily residential development projects of five (5) units or more that will utilize shared waste and recycling enclosures; and
- B. Any remodeling of an existing type of development project specified in Subsection (A) that requires a discretionary land use and development permit as required by this Zoning Code.

### §11.5.08.003 Standards for New Development Projects as specified in Section 11.5.08.002(A).

Refuse and recycling storage areas required by this Section shall meet minimum standards, as follows:

#### A. Minimum Storage Requirements.

- 1. All development that is subject to this Section shall provide refuse and recycling storage areas of a size sufficient to provide adequate storage for solid wastes and recyclable materials generated in accordance with the intensity of use(s) of the development, to the satisfaction of the Director.
- 2. At least fifty (50) percent of required storage area shall be dedicated exclusively to the collection of recyclable materials and shall be located adjacent or in close proximity to refuse collection bins.
- 3. For mixed use development, residential and non-residential waste streams shall be collected separately.
- 4. Enclosures that will be used by food service establishments (including, but not limited to eating/drinking establishments, markets, bakeries, grocery stores, and all other establishments that prepare and/or serve fresh food on the premises) must also provide space for a separate waste/organics bin of sufficient size to collect food waste generated onsite.

5. Compactors may be utilized which can compress refuse equivalently to the above requirement. Where compactors are utilized pursuant to Subsection (A)(1) above, they shall be completely enclosed within walls and a roof. Compactor enclosures shall include roof ventilation and shall have drainage lines connecting to the sewer and water spigots for hosing down of compactor enclosures.

**B. Location and Access Requirements.**

1. Refuse and recycling storage areas shall be located away from public streets at the rear or side of buildings and shall not be located within any required setback areas.
2. Refuse and recycling storage areas shall be conveniently accessible to the employees/residents of the units/buildings they are designed to serve. Clustering of bins is permitted on a multi-tenant site.
3. Refuse and recycling storage areas shall be located in a manner that is easily accessible for refuse pickup companies.
4. The developer/applicant shall provide signage directing building occupants of the location of the bins.

**C. General Design and Screening.** All refuse storage areas shall be screened from public view to the extent possible. Where refuse, recycling, and/or compactor enclosures are not located inside a building, they may be attached to the building or may stand-alone enclosures and shall be designed as provided in this Subsection (C)(1).

1. Refuse storage areas or compactors shall be integrated into the rear or side building façade if reasonably possible. If it can be demonstrated that the integration of the structure within the façade is not possible, then exterior refuse storage areas shall be designed as follows:
  - a. Where exterior enclosures are provided, they shall be screened by a trash enclosure wall constructed to a width, depth, and height adequate to accommodate the number of refuse and recycling bins needed and to screen all such bins from view, except that in no case shall the walls of the enclosure be less than six (6) feet in height.
  - b. An exterior enclosure that is attached to the building of the primary structure shall be designed such that the enclosure appears as an integral part of the appearance of the façade.
  - c. The materials facing a stand-alone enclosure shall be the same as the primary material of the rest of the façade or of other solid, nonflammable material consistent in design, quality, and color with the building(s) serviced by the area. Use of chain link fencing shall be prohibited.
  - d. The pad upon which trash bins or receptacles are stored and the access or pathway over which the bins or receptacles are moved for collection purposes shall be composed of a smooth, flat material such as concrete.

**D. Landscaping.**

1. Exterior enclosures shall require landscaping to screen views of the refuse and recycling storage area.
2. The plant materials shall be appropriately sized and spaced so that a dense screen grows in a short period of time and views of the storage area are effectively screened, including a combination of drought resistant shrubs and/or climbing evergreen vines.

**E. Security/Gates.**

1. Each refuse and recycling storage area shall be provided with decorative solid heavy gauge metal gates designed with cane bolts to secure the gates when in the open and closed positions.
2. Gates shall be designed not to swing into any drive aisle, parking space, walkway, and shall not otherwise interfere with onsite and offsite circulation.
3. Access into the enclosure, including pedestrian access doors, shall be lockable to discourage trespassing, illegal dumping, and theft of recyclable materials. The removal of refuse that is illegally dumped on the subject property becomes the responsibility of the property owner.

**F. Sanitation and Maintenance.**

1. All exterior refuse and recycling storage areas, whether attached to the primary building or detached, shall be covered with solid roofing to prevent rainfall from entering the enclosure and to prevent contaminants from washing into the storm drain system. The roof shall extend past any open sides but shall not prevent waste collection vehicles from accessing the refuse and recycling collection bins.
2. There shall be no storm drain located inside the enclosure or in the immediate vicinity of the refuse and recycling storage area.
3. Each refuse and recycling storage area shall be provided with a water line and drain for cleaning purposes.
4. Property owners of refuse and recycling storage areas shall be responsible for the cleanliness and sanitary conditions of the surrounding area.
5. At his or her discretion, the Director shall have authority to require more frequent waste collections at premises where overflowing refuse and recycling bins become a frequent public nuisance, with the cost of such additional collections to be borne solely by the property owner.
6. All restaurants, markets, or any food-related uses that are within one hundred fifty (150) feet of a residential zone shall maintain their refuse bins to prevent the creation of objectionable odors.

**§11.5.08.004 Standards for Existing Development Projects as Specified in Section 11.5.08.002(B).**

- A. **Refuse and Recycling Storage Area Required.** If an existing development as specified in Section 11.5.08.002(B) does not have an existing refuse and recycling storage area, the development shall be required to provide for collection and disposal of refuse and recycling materials. To the extent possible, the standards provided in Subsection 11.5.08.003(A) shall apply, except as provided for in Subsection (B) below.
- B. **Exception.** Due to potential constraints of an existing built-out site, compliance with all the standards prescribed in Subsection 11.5.08.003(A) may not be possible. The decision-making authority shall have the authority to modify, waive, or otherwise grant exceptions to the requirements of Subsection 11.5.08.002(A) to achieve the purpose of this Chapter without unduly restricting use of the property if it is determined that the site conditions present an undue hardship. However, in all cases a property shall provide a waste collection bin and a recycling bin. The decision-making authority shall review each application on a case-by-case basis.

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## Chapter 11.5.09 Sign Regulations **(Reserved)**

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## **Chapter 11.5.10 Story Pole and Site Marking Requirements.**

### **§11.5.10.001 Purpose.**

This Chapter provides standards and criteria for story poles and site marking requirements, which provide a tool to assist decision-makers, Staff, and the public when reviewing development projects and assist in making applicable findings.

### **§11.5.10.002 Applicability.**

- A. Any project in the single-family residential (R-1) zone that requires approval by the Planning Commission or as may otherwise be required by this Zoning Code.
- B. As may be otherwise required by the decision-making authority.
- C. Story poles shall be installed in accordance with this Chapter unless waived by the Director.

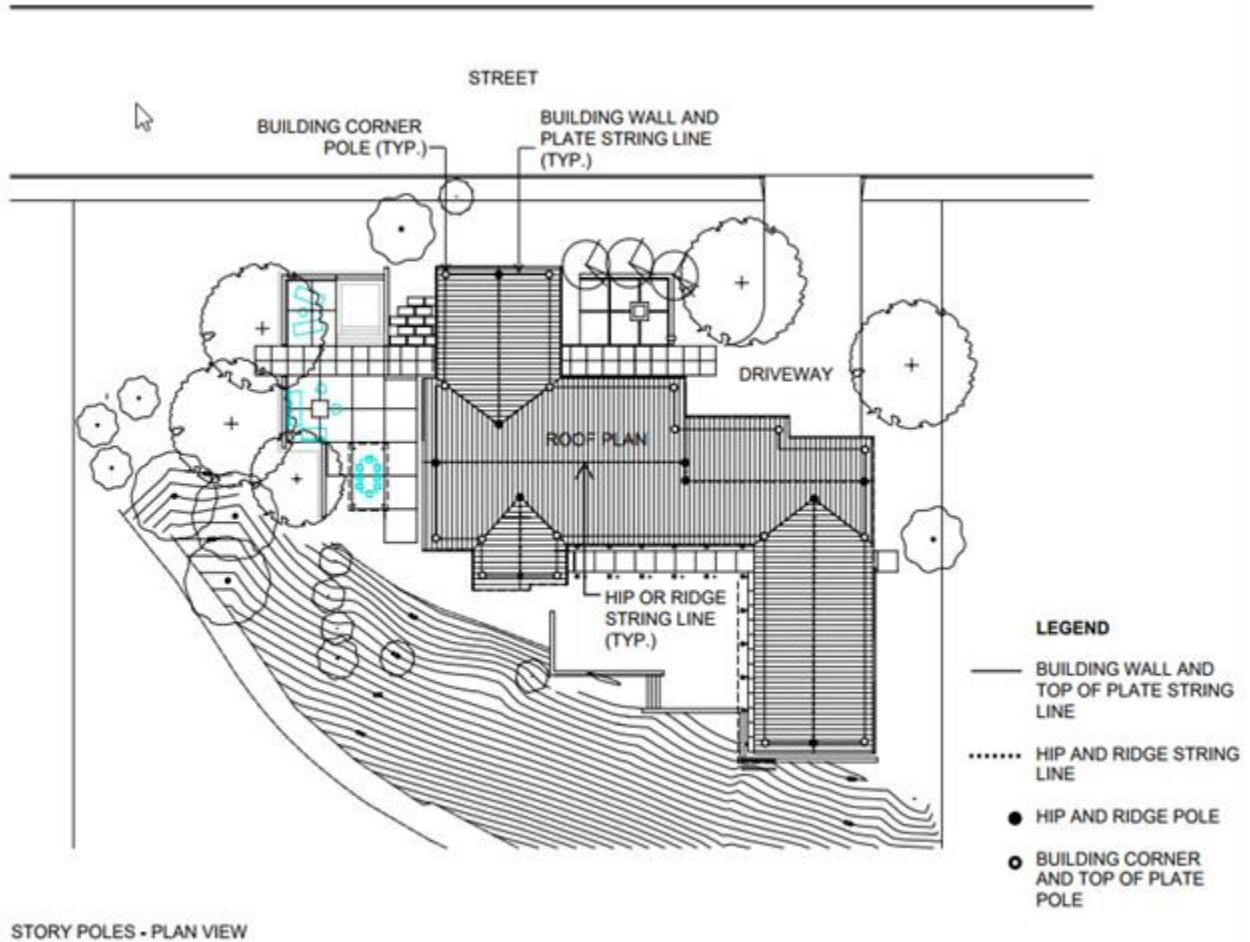
### **§11.5.10.003 Procedure.**

- A. A Story Pole Plan shall be submitted to the City, indicating the location and height of each story pole and/or other site feature(s) and/or building footing outline. Unless otherwise required by the Director, this plan shall be based on the roof plan combined with the site plan.
- B. Each story pole on the site plan shall be numbered and must correspond with a numbered story pole at the project site.
- C. No story poles shall be installed until the Story Pole Plan is approved by the City as adequately showing the outline of the proposed building or other site feature(s).
- D. Staff will not schedule a hearing until the story poles and related installation materials are in place.

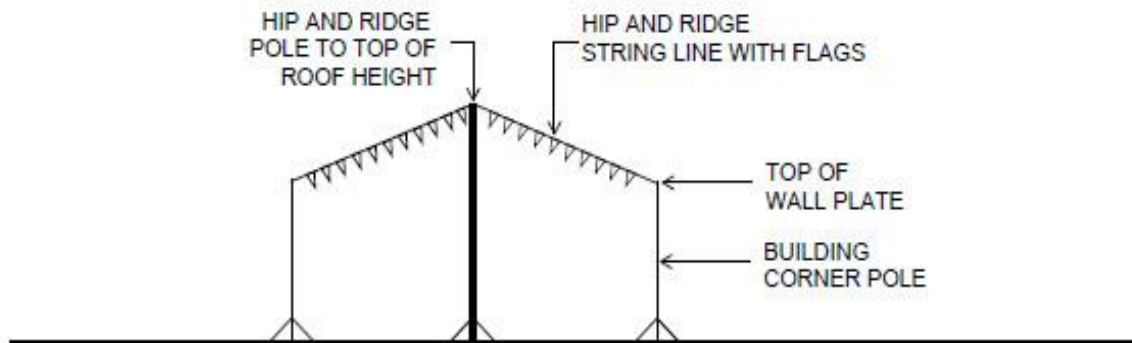
### **§11.5.10.004 Construction.**

- A. Story poles shall be of sufficiently rigid and durable material as to last for at least three (3) months. PVC pipe is not permitted.
- B. Building eaves, ridges, and other prominent horizontal features shall be constructed with materials specified above strung with durable pennant streamers, and shall be clearly distinguished through the use of colors. One color shall be used to denote building ridges and a contrasting color shall be used to denote eaves.
- C. Other features and/or building footing outline shall be marked in the ground as indicated on the approved Site Marking Plan.

**Figure 11.5.10-1: Story Poles—Plan View**



**Figure 11.5.10-2: Story Pole—Elevation View**





**§11.5.10.005 Certification.**

- A. Prior to story pole installation, the applicant shall sign a release absolving the City of any liability associated with the construction of, or damage by, the temporary story pole construction.
- B. The story poles shall be installed by a licensed contractor. The contractor, or a licensed engineer, architect, or surveyor, shall complete and sign a City form certifying the accuracy of the story pole installation.

**§11.5.10.006 Removal.**

The story poles shall remain in place until the appeal period has expired, or until a City Council appeal action has been made, whichever comes last. Removal shall occur within three (3) days of that date.

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## Chapter 11.5.11 Trails

### §11.5.11.001 Purpose.

This Chapter provides for review of projects in accordance with the City of La Cañada Flintridge Trails Master Plan.

### §11.5.11.002 Applicability.

All projects that are determined by the Director to be trails-affected are subject to the provisions of this Chapter and the City of La Cañada Flintridge Trails Master Plan.

### §11.5.11.003 Requirements.

#### A. General Requirements.

1. For all projects that are determined to be trails-affected, all permits and approvals shall be consistent with the protection and preservation of all existing and proposed trails and trail rights identified in the Trails Master Plan.
2. The Director shall impose, or recommend to the decision-making authority, the imposition of all permit conditions necessary to carry out the purposes of the Trails Master Plan.
3. The Director shall notify the Trails Council as provided for in the Trails Master Plan, as may be amended from time to time.

B. **Ministerial Projects.** Ministerial projects that are determined to be trails-affected shall be reviewed as provided for in Appendix 7 of the Trails Master Plan.

#### C. Discretionary Projects.

1. Discretionary projects that are determined to be trails-affected shall be reviewed as provided for in Appendix 7 of the Trails Master Plan.
2. If the Director, in consultation with the City Manager and City Attorney, determines there is a nexus between the impact of the proposed project and the trail or proposed trail, the project shall be conditioned in such a manner to protect the trail in accordance with the Trails Master Plan. If a survey is required, the applicant shall be required to pay for the survey to ensure the easement and trail are located appropriately.

## **Chapter 11.5.12 Trip Reduction and Travel Demand Management**

### **§11.5.12.001 Purpose.**

This Chapter is intended to comply with the Congestion Management Program's (CMP) requirements for a trip reduction and travel demand management ordinance. The requirements of the South Coast Air Quality Management District ("air district") Regulation XV are separate from this chapter, and administered by the air district. Nothing herein is intended, nor shall it be construed, to limit or otherwise preclude employers from offering or providing additional inducements to use alternatives to single-occupant vehicles to their employees necessary to meet Regulation XV requirements.

In order to use the existing and planned transportation infrastructure more efficiently, maintain or improve levels of service and lower motor vehicle emissions, it is the policy of the City to minimize the number of peak period vehicle trips generated by additional development, promote the use of alternative transportation, improve air quality and participate in regional and countywide efforts to improve transportation demand management.

### **§11.5.12.002 Review of Transit Impacts.**

- A. Prior to approval of any development project for which an environmental impact report (EIR) will be prepared pursuant to the requirements of the California Environmental Quality Act (CEQA) or based on a local determination, regional and municipal fixed-route transit operators providing service to the project shall be identified and consulted. Projects for which a notice of preparation (NOP) for a draft EIR (DEIR) has been circulated pursuant to the provisions of CEQA prior to the effective date of the ordinance codified in this Chapter shall be exempted from its provisions. The "Transit Impact Review Worksheet" contained in the Los Angeles County Congestion Management Program Manual, or similar worksheets, shall be used in assessing impacts. Pursuant to the provisions of CEQA, transit operators shall be sent a NOP for all contemplated EIRs and shall, as part of the NOP process, be given opportunity to comment on the impacts of the project, to identify recommended transit service or capital improvements which may be required as a result of the project, and to recommend mitigation measures which minimize automobile trips on the CMP network. Impacts and recommended mitigation measures identified by the transit operator shall be evaluated in the draft environmental impact report prepared for the project. Related mitigation measures adopted shall be monitored through the mitigation monitoring requirements of CEQA.
- B. Phased development projects, development projects subject to a development agreement, or development projects requiring subsequent approvals, need not repeat this process as long as no significant changes are made to the project. It shall remain the discretion of the lead agency to determine when a project is substantially the same and therefore covered by a previously certified EIR.

### **§11.5.12.003 Transportation Demand and Trip Reduction Measure.**

#### **A. Applicability.**

1. Prior to approval of any development project, the applicant shall make provision for, as a minimum, all of the following applicable transportation demand management and trip reduction measures.
2. Additions to buildings which existed prior to the effective date of the ordinance codified in this Chapter and which exceed the thresholds defined in Section 11.5.12.003(B) shall comply with the applicable requirements but shall not be added cumulatively with existing square footage; existing square footage shall be exempt from these requirements.

#### **B. Development Standards.**

1. Nonresidential development of twenty-five thousand (25,000) gross square feet or more shall provide the following:
  - a. A bulletin board, display case, or kiosk displaying transportation information located where the greatest number of employees are likely to see it. Information in the area shall include, but is not limited to, the following:
    - i. Current maps, routes, and schedules for public transit routes serving the site;
    - ii. Telephone numbers for referrals on transportation information including numbers for the regional ridesharing agency and local transit operators;
    - iii. Ridesharing promotional material supplied by commuter-oriented organizations;
    - iv. Bicycle route and facility information including regional/local bicycle maps and bicycle safety information; and
    - v. A listing of facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the site.
2. Nonresidential development of fifty thousand (50,000) gross square feet or more shall comply with Subsection (B)(1) of this Section and shall provide all of the following measures:

- a. Not less than ten (10) percent of the employee parking area shall be located as close as is practical to the employee entrance(s), and shall be reserved for use by potential carpool/vanpool vehicles without displacing handicapped and customer parking needs. This preferential carpool/vanpool parking area shall be identified on the site plan upon application for a building permit. A statement that preferential carpool/vanpool spaces for employees are available and a description of the method for obtaining such spaces must be included on the required transportation information board. Spaces will be signed/striped as demand warrants; provided, that at all times at least one space for projects of fifty thousand (50,000) square feet to one hundred thousand (100,000) square feet and two (2) spaces for projects over one hundred thousand (100,000) square feet will be signed/striped for carpool/vanpool vehicles.
  - b. Preferential parking spaces reserved for vanpools must be accessible to vanpool vehicles. When located within a parking structure, a minimum vertical interior clearance of seven feet two inches (7'-2") shall be provided for those spaces and accessways to be used by such vehicles. Adequate turning radii and parking space dimensions shall also be included in vanpool parking areas.
  - c. Except as otherwise required in Section 11.5.05.009, bicycle racks or other secure bicycle parking shall be provided to accommodate four (4) bicycles per the first fifty thousand (50,000) square feet of nonresidential development and one bicycle per each additional fifty thousand (50,000) square feet of nonresidential development. Calculations which result in a fraction of 0.5 or higher shall be rounded up to the nearest whole number. A bicycle parking facility may also be a fully enclosed space or locker accessible only to the owner or operator of the bicycle which protects the bicycle from inclement weather. Specific facilities and location (e.g., provision of racks, lockers or locked room) shall be provided.
3. Nonresidential development of one hundred thousand (100,000) gross square feet or more shall comply with subsections (B)(1) and (2) of this Section and shall provide all of the following:
- a. A safe and convenient zone in which vanpool and carpool vehicles may deliver or board their passengers;
  - b. Sidewalks or other designated pathways following direct and safe routes from the external pedestrian circulation system to each building in the development;
  - c. If determined necessary to mitigate the project impact, bus stop improvements must be provided. The City will consult with the local bus service providers in determining appropriate improvements. When locating bus stops and/or planning building entrances, entrances must be designed to provide safe and efficient access to nearby transit stations/stops; and
  - d. Safe and convenient access from the external circulation system to bicycle parking facilities onsite.

**§11.5.12.004 Land Use Analysis Program.**

All development projects for which an EIR is required to be prepared shall be subject to the Land Use Analysis Program contained in the CMP, and shall incorporate into the EIR an analysis of the project's impacts on the regional transportation system. Said analysis shall be conducted consistent with the Transportation Impact Analysis (TIA) Guidelines contained in the most recent CMP adopted by the Los Angeles County transportation authority.

**§11.5.12.005 Monitoring.**

Prior to the issuance of a certificate of occupancy or of any business license for the management of the development, or for any tenant therein, the applicant of said certificate or business license shall certify that all required development standards of this chapter are provided.

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