

SHERMAN OAKS

Streetscape Plan and Design Guidelines

Approved by the City Planning Commission on May 23, 2002

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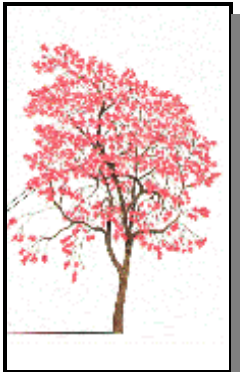


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SHERMAN OAKS STREETSCAPE PLAN & DESIGN GUIDELINES

Section 1.

INTRODUCTION

1.1 How to use these Guidelines

The Sherman Oaks Streetscape Plan expands on the Ventura/Cahuenga Boulevard Corridor Specific Plan. The Streetscape Plan provides general design guidelines for the community, then further identifies the planting and landscape features desired for the particular subarea in which a project is to be located.

This Plan is intended to be used by Applicants for streetscape projects, public agencies, members of Business Improvement Districts (BIDs), and neighborhood associations. In addition to the guidelines set forth in the Sherman Oaks Streetscape Plan, Applicants, public agencies, and other interested parties should review the pertinent provisions of the Ventura/Cahuenga Boulevard Corridor Specific Plan, and consult with the planner from the Department of City Planning who administers the Specific Plan.

It is intended that other city departments and public agencies refer to this Plan when installing hardware, street furniture and other related items in the public right-of-way.

1.2 Background

The Ventura/Cahuenga Boulevard Corridor Specific Plan includes a proviso for the establishment of streetscape and design guidelines that define and express the character of the Sherman Oaks portion of Ventura Boulevard in a unified and attractive manner. Such guidelines are to be in the form of a Streetscape Plan and Design Guidelines which reflect the history of the community and integrate well with the existing building inventory. This Streetscape Plan reflects the input from several public hearings, the contributions of volunteer architects, and the advice of the Sherman Oaks Design Advisory Committee.

1.3 Streetscape Improvement Program

The Sherman Oaks Streetscape Plan, a provision of the Specific Plan, is intended to enhance the aesthetics of the Boulevard environment and create a more pedestrian-friendly atmosphere. The street furniture, paving materials, and lighting are to be placed in the public sidewalk areas for the community.

A variety of design guidelines are combined in the streetscape plan for the creation of an attractive environment for pedestrian activity. Design features include:

Street Trees. To provide shade and to create space that is designed to human scale, comfort, and function. Trees have been selected which, with maturity, will grow tall enough to not interfere with commercial signage and which will need minimal pruning.

Lighting. To provide safety and security for pedestrians, to create community character and enhance community identity.

Street Furniture, Benches and Bus Shelters. To provide pedestrians, especially the disabled and elderly, with amenities that encourage window shopping and browsing in comfort, and to encourage more frequent and longer visits to the area. *This includes all structures and temporary elements placed by public agencies, non-profit agencies, and private parties on the public right-of-way.*

Enhanced Paving. Designated sidewalks and crosswalks will be aesthetically enhanced with special paving or striping, as approved by the Department of Transportation. This will be used to highlight a major crossroad or point of interest in the community.

Color. To enhance the aesthetic appearance of street amenities by designating colors which produce a “greening” effect on the street environment. Streetscape projects funded by public monies shall be painted, to the extent possible, “Spring Street Green.” Streetscape projects acquired through private funding sources, shall be painted, to the extent possible, “Ivy Green.”

1.4 Goals

- ? To promote the integration of signage, landscaping, and architectural design at the conceptual stage of all proposed projects, whether on private property or on the public right- of-way.
- ? To promote awareness that parking facilities are part of the commercial environment and to integrate their appearance with the planned Streetscape.
- ? To preserve and enhance community aesthetics by establishing coordinated and comprehensive standards for on and off-site signs, buffers, setbacks, lot coverage, and landscaping.
- ? To promote an attractive pedestrian environment which will encourage pedestrian activity and reduce traffic congestion.

- ? To promote and enhance the distinct character of each of the five Specific Plan communities by establishing design guidelines and community development limitations.
- ? To promote a high level of pedestrian activity in the Regional Commercial, Community Commercial and Neighborhood Commercial areas by regulating the placement of buildings and structures to accommodate outdoor dining and other ground level retail activity, as well as provide for attractive landscaping.
- ? To promote design characteristics that give streets an identity through street trees, planted median strips, street furniture, and paving.

1.5 Business Improvement Districts

Implementation of Streetscape Plan requirements apply to public agencies, as well as individual private projects. Street improvements would be installed only where they are required for that project. When a Business Improvement District (BID) is established, and the BID chooses to fund streetscape improvements, those improvements shall conform to the Streetscape Plans as to the type of plantings and design of hardscape elements such as pavers, benches, and trash containers. If other community organizations or concerned individuals wish to fund improvements to the public streetscape, these improvements also shall conform to the guidelines established.

New projects are required to implement the Street Tree and On-Site landscaping portions of the Streetscape Plan along the project site frontage, and wherever street improvements are required as a condition for project approval.

Section 2.

SHERMAN OAKS STREETScape PLAN

2.1 General Themes

The area covered by the Sherman Oaks Streetscape Plan is bounded by the San Diego Freeway (405) on the West to Fulton Avenue on the East. The Sherman Oaks community has been divided into six subareas to accentuate and enhance the special characteristics of each subarea.

The signature tree for the entire length of Ventura Boulevard in Sherman Oaks is the *Washingtonia robusta*, also known as the Mexican Fan Palm, which is interspersed with deciduous trees specified according to subarea. The street tree planting design concept establishes a pattern for tree planting. The specific pattern, or “rhythm” is two deciduous trees, then a palm, two

deciduous trees and so on. The interspersed deciduous trees will add shade and comfort to the pedestrian scale and environment.

MEXICAN FAN PALM



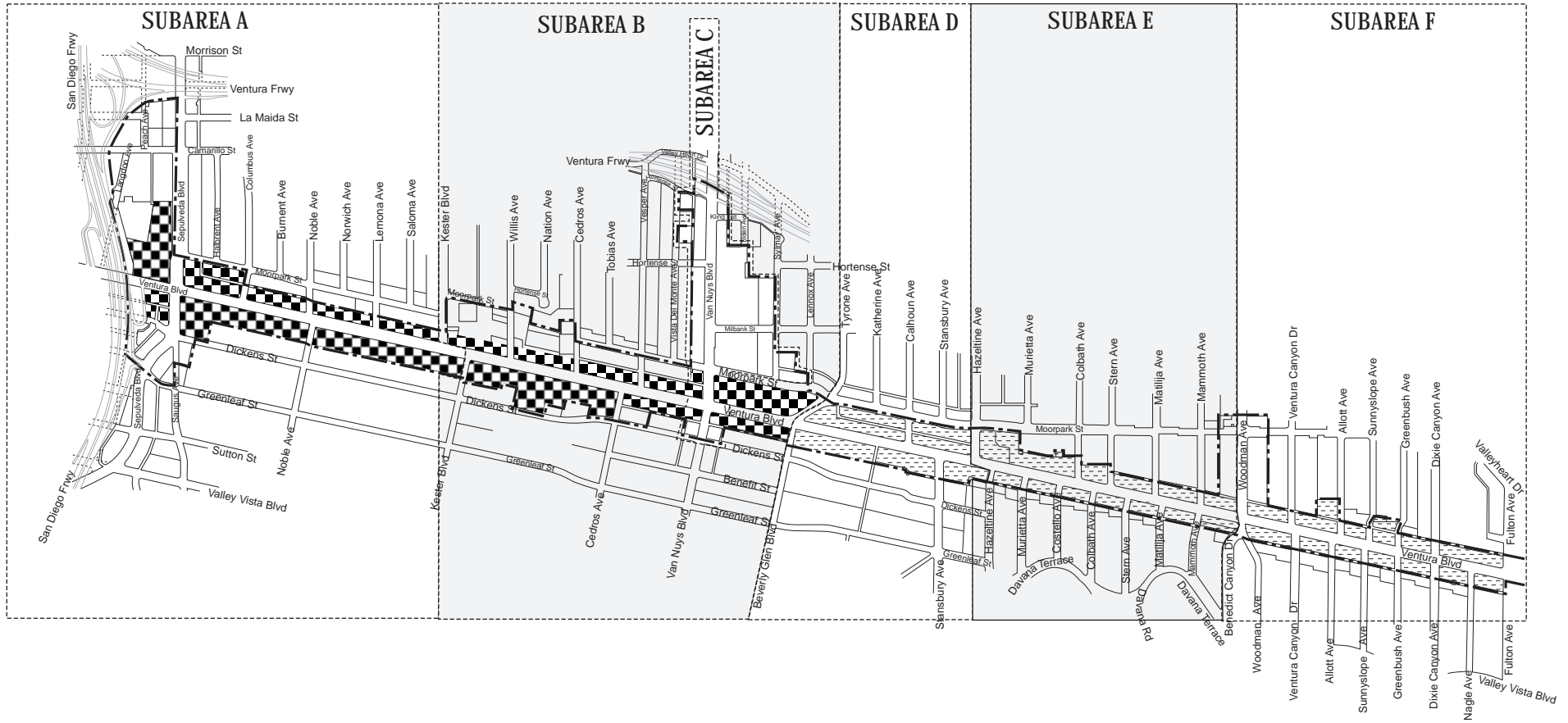
2.2 Streetscape Subareas

Sherman Oaks has been divided into six distinct street tree planting subareas:

- ? **Subarea A:** San Diego Freeway (405) to Kester Avenue
- ? **Subarea B:** Kester Avenue to Beverly Glen Boulevard
- ? **Subarea C:** Van Nuys Boulevard from North of Dickens Street to the Ventura Freeway (101)
- ? **Subarea D:** Beverly Glen Boulevard to Hazeltine Avenue
- ? **Subarea E:** Hazeltine Avenue to Woodman Avenue
- ? **Subarea F:** Woodman Avenue to Fulton Avenue

Planters, community signage, street furniture, planted medians, lighting, and other enhancements should have a design common to the entire community. They are defined in Section 3.

Sherman Oaks Streetscape Plan Boundaries



PEDESTRIAN ORIENTED AREA



PEDESTRIAN DEVELOPMENT DISTRICT



Not to Scale

2.2.1 Table 1 - Predominant Trees in each Subarea

Subareas	Common/Botanical Name	Features	Planting
Entire length (main street tree)	Mexican Fan Palm <i>Washingtonia robusta</i>	Palm (12' Brown Trunk)	5 feet x 5 feet minimum cutout
Subarea A San Diego (405) Fwy to Kester Ave.	Idaho Locust/ <i>Robinia pseudoacacia</i> 'Idaho ensis'	Deciduous (white & pink flower)	24 inch box
Subarea B Kester Ave. to Beverly Glen Blvd.	Pink Trumpet/ <i>Tabebuia impetiginosa</i> (large trees only)	Deciduous (pink flower)	24 inch box
Subarea C Van Nuys Blvd. North from Dickens St. to 101 Freeway	Jacaranda/ <i>Jacaranda acutifolia</i>	Compound leaves, semi-deciduous; purple spring flowers	24 inch box minimum; 5 feet x 5 feet minimum root area
Subarea D Beverly Glen Blvd. to Hazeltine Ave.	Maidenhair Tree/ <i>Ginkgo biloba</i> 'Fairmont' (male tree only)	Deciduous (fall color)	24 inch box
Subarea E Hazeltine Ave. to Woodman Ave.	Chinese Flame/ <i>Koelreuteria bipinnata</i>	Deciduous (small bright yellow flower/ red seed pods)	24 inch box
Subarea F Woodman Ave. to Fulton Ave.	Chinese Tallow/ <i>Sapium sebiferum</i>	Deciduous (small yellow flower)	24 inch box
Medians	Golden Trumpet/ <i>Tabebuia chrysotricha</i>	Deciduous (yellow flower)	24 inch box

The flowers of the deciduous trees will be visually striking in the spring. All trees are to be single trunk specimens with a high head, and untopped.

2.3 Off-Boulevard/Extended Streetscape Areas

Off-Boulevard/Extended Streetscape Areas are streets crossing or abutting Ventura Boulevard. It is important to extend the plantings and improvements of the Boulevard beyond the strict limits of the Boulevard right-of-way wherever possible and appropriate. Owners and public agencies are encouraged to make such areas complimentary to the Boulevard.

Section 3.

STREETSCAPE ELEMENTS AND IMPROVEMENTS IN THE PUBLIC RIGHT-OF-WAY

3.1 Landscaping

Landscaping in the public right-of-way primarily consists of trees because of their low maintenance and high visual impact.

3.1.1 Planting Requirements

Soil amendments and planting specifications shall conform to the City of Los Angeles Department of Public Works Standard for Street Tree Planting and shall be in accordance with U.S.A. Standard for Nursery Stocks (ANSI 260. 1 Current Edition). Any foreign material in the tree well, such as construction debris, is to be removed and fill soil is to match the site soil in texture.

3.1.2 Trees

The tree planting standard for the palms is 25 feet from the deciduous trees. The deciduous trees are planted approximately 35 feet apart. The minimum size is a 24 inch box. The trees are to be planted staked, and are to be self-supporting for deciduous trees. The trees are to be untopped. The Mexican Fan Palm is to have 12 feet of brown trunk. The trees are to be planted according to the Los Angeles Public Works Standard for Street Tree Planting. Actual tree spacing shall be determined by the Street Tree Division.

3.2 Lighting

The lighting element of any streetscape process has a two-fold purpose. The primary purpose is to provide adequate illumination for the safety of vehicular and pedestrian traffic. This is generally accomplished by the taller roadway fixtures. The lighting provided by these fixtures are designed to meet the current minimum national standards. Street lights also are used in a streetscape plan to provide the aesthetic appeal and offer identity to a specific community. This is often accomplished by using lower scale pedestrian poles. These poles provide additional light to the roadway lighting that will exceed the minimum national standard. This additional light also encourages commercial activity since it gives the pedestrian a greater sense of security.

3.2.1 Pedestrian Lighting

Pedestrian lighting shall be lower scale consistent with the concept pole below. The lamp pole shall be decorative in nature with a post top fixture. The post shall be painted "Spring Street Green" to match the roadway lighting. The final determination for a pedestrian pole shall be finalized by the community and submitted to the Bureau of Street Lighting for testing and

approval. This process must be done prior to design and construction.

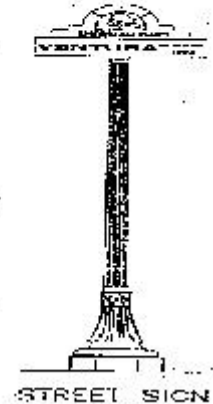
3.2.2 Roadway Lighting

The Bureau of Street Lighting (BSL) has proposed upgrading the lighting on Ventura/Cahuenga Boulevards with a new system for the entire seventeen miles of length. BSL's proposed standard call for 40 foot poles spaced approximately 180 foot on center, along both sides of the Boulevards. Final spacing shall be determined in relationship to and coordinated with the planned street tree plantings so that street trees and light poles do not conflict with each other. The poles are to be painted "Spring Street Green".



3.2.3 Maintenance

Any proposed streetscape design that adds to or changes existing maintenance assessment rates must adhere to the requirement of Proposition 218 prior to construction. This involves a ballot process that must be approved by the affected property owners.



3.3 Street Fixtures, Furniture and Equipment

The Sherman Oaks Streetscape Plan has chosen distinctive materials, and a dark green finish called “Ivy” for the street furniture to work with the Spring Street Green of the light standards. Any improvements in the public right of way are to use materials, finishes, and street furniture. Site developments are to extend the materials, finishes and street furniture into the development as appropriate, in order to unify the entire “look” of the Boulevard.

Street furniture should be arranged to facilitate pedestrian activity and be placed on the sidewalk so as to provide the least obstruction to pedestrian right-of-way. Vehicular visibility between driveways and streets must remain unobstructed. The Bureau of Street Light and Street Trees should have an opportunity to review any proposals.

3.3.1 Ash Urns

Ash urns are to be provided throughout this area at bus stops. They are to be mounted on bus shelter poles appropriate to the design of the shelters.

Dimensions	Material	Finish	Color
3" x 8"	Metal	Panguard	Ivy

3.3.2 Benches

Benches are to be from Landscape Forms model type Scarborough 72" bench with center arm, Model SC 3005-BS-72.

Dimensions	Seat Material	Finish	Color
28" deep x 34" high	Horizontal Straps	Powder Coat	ly



3.3.3 Bicycle Racks

Dimensions	Material	Finish	Color
Length varies by site	Metal	Embedded Powder Coat	ly

3.3.4 Bollards

Dimensions	Material	Finish	Dimensions
5" diameter x 3' high	Metal	Powder Coat	ly

3.3.5 Bus Shelters and Bus Benches

Bus shelters should be a simple design throughout Sherman Oaks. They should include support columns, roof structure, bench, bus route and local services maps, night lighting, pay phone, and public kiosk. The specific design is to be determined in cooperation with the City's bus shelter contractor and the MTA, but the structure should match and be painted Spring Street Green or Ivy.

3.3.6 Ornamental Fountains

Fountains offer one of the best focal points in any public streetscape or private landscape area and, if they are provided, their maintenance must be guaranteed for a minimum period of twenty years by the private individual or organization which funded its purchase. Drinking fountains are encouraged only as part of a public plaza or pocket park.

3.3.7 Kiosks and Monuments

An informational kiosk at the corner of Ventura and Van Nuys Boulevards has been recommended by the community. This would be an ideal way of making community information available.

3.3.8 Sculptures, Artwork, and Interpretive Monuments

Sculptures, Artwork, and Interpretive Monuments normally are stand-alone works and dependent upon community review to assure integration with the streetscape. They must also be approved by the Cultural Arts Commission.

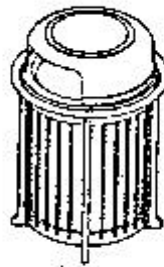
3.3.9 Pots/Planters

Pots and planters are to be provided throughout this area. Shop owners are encouraged to enhance their frontage with attractive planters, which do not impede the right-of-way. Public space planters should blend with other street furniture in terms of color and design. Private property owners shall be responsible for the maintenance of pots and planters they provide. Public space planters shall be maintained by their original funding source, unless a new maintenance funding source is identified by the Design Advisory Committee.

3.3.10 Trash Receptacles

Trash receptacles are to be provided throughout this area in accordance with Americans with Disabilities Act standards. Replaced trash receptacles shall be incorporated into the Bureau of Sanitation's trash disposal schedule. Maintenance of the trash receptacles shall be the responsibility of the original funding entity.

Dimension	Material	Finish	Color
25" square x 33" tall	Metal	Powder Coat	Ivy



TRASH RECEPTACLE

3.3.11 Tree Well Covers

Signature corners and longer projects may use more decorative iron or steel tree well covers. Metal tree well covers shall be maintained by private entities and funding. Tree well covers shall be 5 feet x 5 feet or equivalent, and either metal in Ivy color, Agriperm, or compatible material as approved by the Street Tree Division and the Sherman Oaks Design Advisory Committee.

3.3.12 Tree Wells

The street tree well minimum standards are 5 feet long parallel to the roadway and 5 feet wide. The maximum area is to be no more than 50 square feet. Each well is to be lined with a continuous 12 inch deep root or equalinear root barrier for new development. Irrigation is to be by means of bubblers in perforated pipes, supplied from the adjacent development. A gate valve is to be provided on the non-pressure line from the site development, to isolate a bubbler in case of equipment breakage. Alternate groundcover for the tree wells is allowed and shall be approved by the City's Street Tree Division.

3.3.13 Aboveground Utility Vaults and Boxes

Aboveground utility vaults and boxes, such as those for phone service and traffic signals are to be painted "Spring Street Green" to match the color selected for bus shelters.

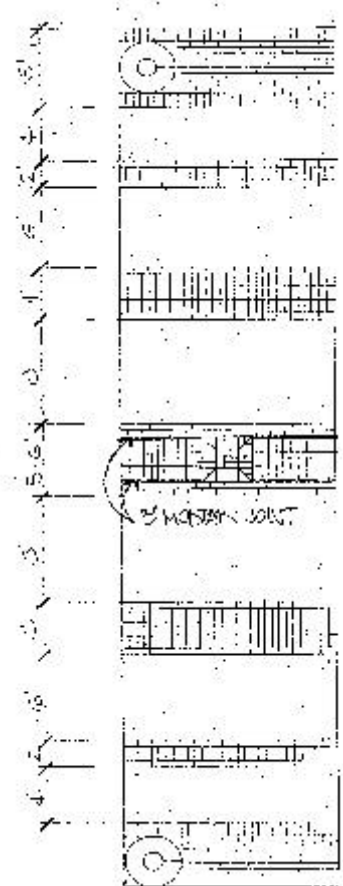
3.4 Flatwork Improvements

3.4.1 Interlocking Pavers and Bricks

Pavers or bricks will be the predominant material for enhanced paving throughout the Sherman Oaks sidewalk streetscape. Interlocking pavers or "unit pavers," common red brick in color, or bricks, will be used in designated areas. Property owners are encouraged to enhance the sidewalks by integrating various patterns of pavers or bricks locked into the curb and sidewalk system. In an effort to recognize donations by interested patrons, personalized pavers or bricks may be made available for individuals wishing to donate funds or resources to the streetscape plan. The pavers or bricks may identify the sponsor or donor of the individual paver in plain Roman type. Under no circumstances shall they be used for commercial advertising.

The type of material, e.g., bricks or interlocking pavers, and method of locking shall be approved at the discretion of the operating bureau, and in accordance with bureau requirements.

TYPICAL TREE PLANTER AND PAVER OR BRICK SPACING



Tree Planter

3.5 Roadway Improvements

3.5.1 Planted Medians

Planted medians may be provided, where feasible, along Ventura Boulevard. Medians are to be lined with a continuous 12 inch deep “Deep Root” or equalinear root barrier. Irrigation is to be provided by shrub heads (flat spay) installed 2 inches from the curb or on double swing joints. They will be planted with trees and with ornamental, dry climate grasses, flowering shrubs and perennials. The companion plants may change in type and color.

Construction details of raised medians shall require review and approval by the Department of Transportation and the Bureau of Street Services. Medians should have as few cuts in them as possible, yet allow reasonable access to businesses along the Boulevard.

3.6 Intersection Improvements

3.6.1 Major and Secondary Intersections

Narrowed sidewalks, requirements for handicap accessibility, and obstructions in the Visibility Triangle requirements of the Los Angeles Municipal Code, Sec. 12.21 C 7, at major and secondary intersections may restrict potential street tree planting area. Medians along the Boulevard may need to be prohibited or narrowed at these intersections in order to accommodate left turn lanes. If the narrowed medians are not feasible to plant, then interlocking brick pavers coordinated with the crosswalk pattern are preferred.

3.7 Community Signage

3.7.1 Gateway Signage

Entry or gateway signage for the area is to feature a “Welcome to Sherman Oaks” sign and the supporting structure should be Ivy Green.

These signs may be placed at the following intersections with the approval of the Los Angeles Department of Transportation:

1. South of the 101 Freeway and Van Nuys Boulevard
2. East of the San Diego Freeway (405) and Ventura Boulevard
3. Fulton Avenue and Ventura Boulevard

3.7.2 Street Banners and Flags

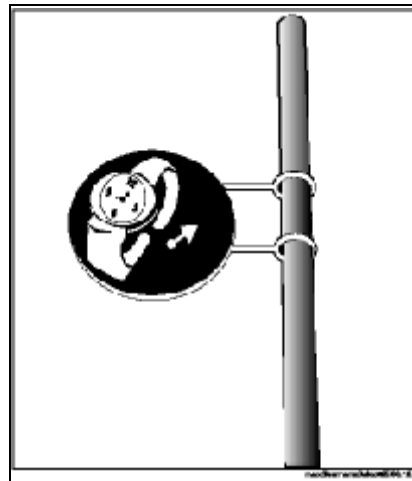
Community events may be announced with temporary street banners mounted on light poles, consistent with the permitting process approved by the Bureau of Street Lighting, Bureau of Street Services and the Street Use Division, but not to exceed a rate of one banner per block face. The banner shall be in place no more than one week before and two days after the event. No advertising for outside events or commercial products is permitted.

Flags mounted on light poles shall be permitted, consistent with the permitting process by the Bureau of Street Services, but not to exceed a rate of one per blockface. No advertising for outside events or commercial products is permitted.

3.7.3 Medallions

Permanent public art displays in the form of medallions shall be permitted to establish district identity in accordance with the following guidelines:

- ? Medallions shall be permitted in Pedestrian Oriented Areas (POAs) and in the Sherman Oaks Pedestrian Development District, as defined in the Ventura/Cahuenga Boulevard Corridor Specific Plan, and in “approved” Business Improvement Districts (BID).



- ? Art display for medallions shall be representative of generic district businesses or community themes, e.g. animal motif in Tarzana.

- ? Placement of medallion's weight and material specifications shall be determined by the Bureau of Street Lighting.
- ? Design of medallions shall be approved by the Design Advisory Committee.
- ? A permit shall be obtained from Bureau of Street Lighting prior to approval.
- ? Maintenance including graffiti removal, restoration, replacement and preservation shall be the responsibility of the funding entity or organization.
- ? Medallions shall be approved by the Bureau of Street Lighting, Department of Public Works, Department of Transportation and Department of Cultural Affairs.

Section 4.

DOCUMENT SUBMITTAL GUIDELINES

In addition to any documents required for review by the Department of Public Works, Bureau of Street Services, specific submittals to the Department of City Planning are to be made for approval under the Streetscape Plan. These include the following:

4.1 Site Plans for Streetscape Projects on the Public Right-of-Way.

- ? Minimum of 2 sets of plans to be permitted by permit counter.
- ? Minimum scale 1"=20', fully dimensioned with a north arrow.
- ? All public rights-of-way and easements on or adjacent to the property, including existing and required street dedications, improvements, including sidewalks, street trees, street lights, and transit stops shall be indicated on site plans.
- ? Access from off-site areas such as pedestrian, automobile, deliveries, curb cuts, pathways, fire lanes shall be included in submitted plans.
- ? On-site circulation and parking including driveways, parking spaces, loading areas/docks, pedestrian paths, and disabled access shall be shown.
- ? Arrangement of building foot print locations and use of all buildings shall be shown.

- ? Walls, fences, retaining walls, ramps, and stairs shall be shown.
- ? Landscaped areas-conceptual plan including the location of existing trees to be removed or saved and new trees.
- ? Existing topography, proposed grading, and drainage design plans shall be provided.
- ? Outdoor lighting (building mounted, parking and landscape areas) shall be shown.

4.2 Photographs

- ? Elevation photos of the entire site and surrounding properties shall be mounted on 8 ½" x 14" paper (not card stock) or equivalent.

4.3 Material Boards

- ? Material Boards, when required, may be submitted for each project that requires approval under the Specific Plan. These boards shall not include Streetscape materials unless they are useful to an understanding of the project's materials.

Section 5.

MAINTENANCE

5.1 Maintenance Guidelines

All work shall conform with the City's Standard Plans available for purchase from Building News, (714) 517-0970. The Standard Plans are also available from the City's Web Site Page, <http://www.cityofla.org/boe/techdocs/stdplans/index.htm>. All other street tree and street furnishing guidelines are available at the Bureau Street Services' Street Tree Division and Street Use Division respectively. Please contact the Los Angeles Department of Transportation for their standards.

5.2 Street Tree Management

Street tree management includes tree species selection, spacing, oversight of proper installation, maintenance and pruning. In Sherman Oaks the Department of Public Works shall maintain oversight of the City's street tree program and any other streetscape program. If a business improvement district, or some other organized form of citizen support is established, then planning for budgetary needs for future years and development of

policies for removal of trees could be shared by that organization with the Department of Public Works through contact with that Department.

5.3 Cleaning

Hardscape areas shall be maintained in a clear and litter-free condition on a daily basis by the on-site business proprietor.

A hose bib shall be provided at the site frontage or within 25 feet of the site frontage.

Hosing or mechanical blowing is prohibited between 9 A.M. and 5 P.M. and shall be in accordance with requirements of the LAMC.

Planting areas shall be kept free from trimmings, litter, and other objectionable items at all times.

5.4 Irrigation

Irrigation systems shall be installed to assure that the plantings maintain healthy conditions.

Watering must be effectively controlled to minimize costly water waste resulting from over watering and water damage resulting from sprinkler over spray onto walks, fences, walls, and buildings. For maximum water conservation, the irrigation system shall be operated only at night and in the early morning hours. All irrigation system plans shall be reviewed and approved by Bureau of Street Services and Street Tree Division. Maintenance of the irrigation system shall be the responsibility of the private party funding the system.

5.5 Pruning and Trimming

Prior to pruning any street tree, a permit from Street Tree Division must first be secured. Pruning shall be done primarily for the removal of deadwood, cross-branching, and to thin out weak or crowded branches per American National Standards Institute (ANSI) A 300 standards. Street trees shall never be sheared or topped.

Tree stakes and ties should be inspected and adjusted periodically. They should be removed when necessary to insure that they are adequately surrounding the tree without girdling trunks or branches. Tree stakes and ties shall be removed within (2) years or whenever the tree is self-supporting, whichever comes first.

Low branches that interfere with passage underneath should be removed to a height in accordance with LAMC requirements.

Section 6.

ON-SITE IMPROVEMENT STANDARDS/DESIGN GUIDELINES

6.1 On-Site Signage (Corresponds to Section 8 of the Ventura/Cahuenga Boulevard Corridor Specific Plan)

The total area of all signs on a building, whether channel mounted on a flush mounted or project can, or incorporated on an awning, shall not exceed two square feet per linear foot of the street frontage of the lot.

Where multiple businesses each require signage on the same property, a sign program for the project site must be developed if one is not already in effect. Such programs shall allot allowable signage area proportionately to the business spaces on site in a consistent manner, usually on the basis of leaseable square footage. The program should also identify the type of signage (e.g, cabinet, channel letter) and the color palette to be used for the entire site.

New signage shall take into consideration building design and surface texture in determining its style and color.

New signage shall not create a visual conflict with existing signage in the same block frontage nor, if at an intersection, with the signage on the other corners.

All new signs, both individually, and as part of a sign program, shall take into consideration the location of various streetscape elements such as street lights, bus shelters, and trees. In the case of trees, their initial size and growth shall be considered when determining the size and location of signage.

6.2 Buffers

Property owners shall be responsible for the installation and maintenance of buffer areas.

6.2.1 Buffers Between Vehicular Areas

Buffers between vehicular use and residential areas, site developments, and the 101 and 405 freeways, should provide an opaque barrier, such as a densely planted hedge, concrete block wall, or similar structure. The barrier should be 4-6 feet high and finished to be complimentary to the building architecture. Where concrete block walls are used, vines should be planted in order to prevent graffiti.

Where portions of a parking lot do not face a street, alley, residentially zoned lot, existing residential use, or other parking lot or structure, a landscaped area with appropriate planting is to be provided along the wall, at a minimum of 2.5 feet (30 inches), facing the site development. The landscaping is to provide further effective screening.

6.2.2 Buffers Between Uses

New on-site uses, such as a service station, outdoor recreation area, or expansion of a commercial or industrial use, located adjacent to a residential use or zone, should be adequately buffered and screened with trees, landscaping and/or architectural devices such as walls, fences, and screens in order to make them more compatible with residential uses or zones.

6.3 Lighting

Lighting should be directed onto the site, and be adequately aimed and shielded so as to not spill over to adjacent properties, especially into areas planned and zoned for residential uses.

Lighting in parking structures should be sited and designed to reduce glare and be directed to only light the parking structure.

6.4 Parking Lots

Parking lots should be planted with the “Tipuana tipu” and/or the “Cassia leptophylla” (Gold Medallion Tree). If several parking lots are contiguous, the plantings should be consistent throughout the entire length of the parking area.

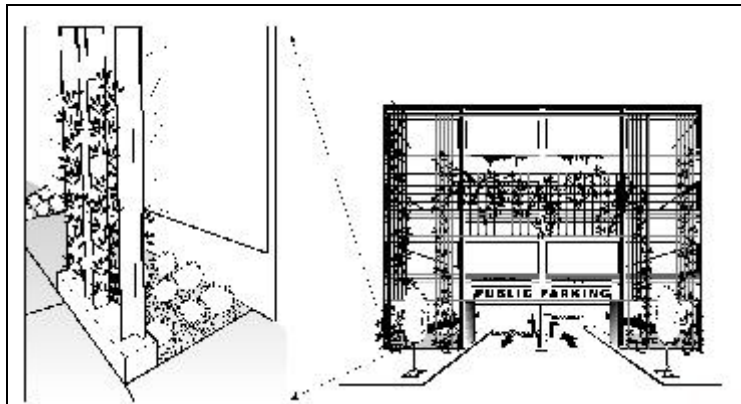
When planting in parking lots, the applicant should ensure that trees, lighting, utility monuments and /or vaults, and building signage are coordinated. Conflicts, such as lighting poles directly next to trees, or trees that block views of building signage, are specifically prohibited. Trees should not have to be pruned to keep them away from light poles or to avoid blocking building signage. Trees should be selected so that they will grow above the building signage if they are properly maintained, and should never be topped to allow views of the signage.

Planting areas with trees shall have no dimensions less than 5 feet. Where parking stalls abut landscaped areas, no bumper stop shall be within 4 feet of the normal center of a tree. Where feasible, all trees should have a minimum of 50 square feet of unpaved ground surrounding them, thus providing a minimum ground area for water infiltration and gas exchange.

6.4.1 Parking Lot/Structure Landscaping

Landscaping should follow these guidelines applicable to private as well as public parking structures:

- ? Parking areas should be adequately buffered/screened from adjacent rights-of-way and less intense in uses.
- ? A ten foot landscaped buffer should be provided between a parking lot or structure and property lines. When parking lots or structures are adjacent to other parking lots or structures said landscaped buffer shall incorporate walkways, stepping stones, or other pedestrian access and linkage items.
- ? At least 15 percent of the total area of the surface parking lot should be landscaped.
- ? Parking areas should be adequately shaded by the placement of trees on the surface parking area. One tree must be provided for every four parking spaces (minimum tree canopy of 50 percent). These should be evergreen, shade producing trees, no less than ten feet in height at maturity. These trees shall be as evenly distributed as possible throughout the parking lot.
- Parking structures shall integrate with the design of the building they serve.
- ? Parking structures and garages shall be screened with shrubs and various plant species within the roof, facade, or setbacks, and may incorporate planters, planter boxes, trellises, etc. as part of the landscape design.
- The views of parking areas shall be softened from adjacent uses, buffered, and concealed from view with sufficient planting material.



- ? Foliage should maintain eye-level visibility and utility clearance in parking lots behind the stores.
- ? In parking lots behind stores, trees are to be planted that are guaranteed to stay small, and do not have to be pruned to remain clear of existing utility poles and wires. Tree selection must be approved by the Department of City Planning.

6.5 Utility Undergrounding

There are some streets and alleys which have overhead utilities. In the future, and as funds allow, all utilities should be placed underground. Utility undergrounding is crucial to the visual improvement of the Boulevard. This policy includes major cross street intersections, parking lots, and streets crossing or abutting Ventura Boulevard.

6.6 Additional Guidelines

6.6.1 On-Site Circulation and Access

On-site circulation and access is to be arranged in accordance to Department of Transportation standards, and the following guidelines:

- ? Adequate stacking distances should be provided at the entrances of parking lots and garages to prevent traffic from backing up onto a street, sidewalk, or alley. Parking should be oriented to building entrances so that pedestrians can easily find their way to the entrances.
- ? On-site vehicular circulation should be designed to discourage excessive speed.
- ? Non-vehicular circulation routes, such as those for pedestrians and bicycles should be provided and not conflict with vehicular circulation.
- ? Driveways, loading docks/areas, and trash areas should *not* be located adjacent to areas planned and zoned for less intensive uses. Where this is not feasible, a landscape/architectural buffer zone should be provided between the areas.
- ? Loading docks and areas should be designed to adequately accommodate the maneuvering, parking and waiting areas required for the size of delivery and loading vehicles to be used at the site.

- ? Trash areas should be buffered and screened from sidewalks, streets, or residential uses, and should be designed to be compatible with the architecture of new and existing buildings.
- ? Walls or fences proposed to surround the site should be designed to be compatible with the architecture of the principal buildings.

6.6.2 Building Equipment

Accessory structures, such as transformer vaults, HVAC equipment, satellite dishes, and free-standing canopies, should be located to the rear of buildings and designed so they are integrated with the color, texture, architecture and /or landscaping of a project.

Section 7.

DOCUMENT SUBMITTAL GUIDELINES FOR ON-SITE PROJECTS

In addition to the documents required pursuant to *Sec. 9, Project Permit Compliance*, of the Ventura/ Cahuenga Boulevard Corridor Specific Plan, the following documents are to be submitted for on-site projects:

7.1 Site Plans for On-Site Projects

- ? 2 sets of plans
- ? Minimum scale 1"=20', fully dimensioned with a north arrow.
- ? All public rights-of-way and easements on or adjacent to the property, including existing and required street dedications, improvements, including sidewalks, street trees, street lights and transit stops shall be indicated on site plans.
- ? Access from off-site pedestrian, automobile, deliveries, curb cuts, pathways, fire lanes shall be clearly shown on the drawings.
- ? On-site circulation and parking including driveways, parking spaces, loading areas/docks, pedestrian paths, and disabled access shall be shown.
- ? Arrangement of building foot print locations and use of all buildings shall be shown.
- ? Walls, fences, retaining walls, ramps, stairs shall be

shown.

- ? Landscaped plan including the location of existing trees to be removed or saved and new trees.
- ? Existing topography, proposed grading and drainage design plans shall be provided.
- ? Outdoor lighting (building mounted, parking and landscape areas) shall be shown.

7.2 Photographs

- ? Elevation photos of the entire site and surrounding properties shall be mounted on 8 ½" x 14" paper (not card stock) or equivalent.

7.3 Material Boards

- ? Material Boards may be submitted for each project that requires approval under the Specific Plan. These boards shall not include Streetscape materials unless they are useful to an understanding of the project's materials.

Section 8.

REVIEW

All streetscape projects should be submitted to the Sherman Oaks Design Advisory Committee, a subcommittee of the Plan Review Board, for their evaluation and input prior to the review and determination by the Planning Department and Department of Public Works staff. This committee, with representatives from the business community, the residents associations, and the Plan Review Board, can provide a broad based evaluation of the project from the point of view of the whole community.

8.1 Shop Inspection

All projects in the public right-of-way are subject to "Shop Inspection" by the Department of Public Works, Bureau of Contract Administration. This requirement applies to major and minor projects including, but not limited to, the construction of bus shelters, benches, bike racks, gateway monuments, and permanent signs in the public right-of-way. Shop fabrication shall be made only from approved shop drawings and under inspection by the Bureau of Contract Administration. To arrange for inspection, the interested party shall call (213) 580-1392 at least two weeks in advance for items more than fifty (50) miles outside of the City of Los Angeles, and 24 hours in advance for others.

Section 9.

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