Based on the following exhibits:

* Exhibits X, X and X dated XX/XX/XXXX

**District Type – Employment District**

**PROJECT DESCRIPTION**

|  |
| --- |
| *Here will be information regarding your project.* **APN: XXX-XXX-XX ADDRESS:** |

 **GENERAL INFORMATION** – Fresno General Plan Land Use Designation is \_\_\_\_.

|  |
| --- |
| Zoning |
|  | Existing |  |
|  | Requested |  |
| Plans |
|  | Community Plan |  |
|  | Specific Plan |  |
|  | Redevelopment |  |
| Previous Actions |
|  | Applications |  |
|  | Covenants/Easements |  |
|  | Development Agreements |  |
| Tract Map or Lot Split |  |

**PROPERTY DEVELOPMENT STANDARDS**

**15-1302 - Use Regulations**
**Note:** Refer to Table 15-1302 to determine the proposed land use regulations for Employment Districts.

|  |
| --- |
| Use Permitted |
|  | **a.** What is the zoning of the subject site?  | *(O, BP, RBP, IL, IH)* |
|  | **b.** Is the use of the project allowed in the zone district?  | [ ] Yes [ ] No |
|  | **c.** What is the proposed use? | Type the use that is referred to in Table 15-1302. |
|  | **d.** Does the project require an approval of a Conditional Use Permit? | [ ] Yes [ ] No |
|  | **e.** Are there any additional regulations? If yes, then list the additional regulations here as well. (*For example, is the proposed use a special use listed in Article 27?*) | [ ] Yes [ ] No |
|   |  | Additional requirements, if applicable:  |

 **15-1303 - Intensity and Massing Development Standards
Note**: Below this table will have a checklist table for the requirements stated in the additional regulations section, in numerical order.

|  |
| --- |
| Lot and Intensity Standards – Employment Districts |
| **District** | **O** | **BP** | **RBP** | **IL** | **IH** | **Additional Regulations** | **Does project meet requirement**? |
| Minimum District Size | - | - | 5 acres | - | - |  | [ ] Yes [ ]  No[ ] Not applicable  |
| Minimum Lot Size (sq.ft.) | 7,500 | 10,000 | - | 9,000 | 9,000 |  | [ ] Yes [ ]  No[ ] Not applicable |
| Minimum Lot Width (ft.) | 65 | 65 | 150 | 75 | 75 |  | [ ] Yes [ ]  No[ ] Not applicable |
| Minimum Lot Depth (ft.) | 110 | 110 | 200 | 120 | 120 |  | [ ] Yes [ ]  No[ ] Not applicable |
| Maximum Floor Area Ratio | 2.0 | 1.0 | 1.0 | 1.5 | 1.5 | §15-309, Determining Floor Area Ratio | [ ] Yes [ ]  No[ ] Not applicable |
| Building Form and Location Standards – Employment Districts |
| Maximum Height (ft.)**\*\*** | 60 | 60 | 60 | 60 | 60 | §15-2012, Heights and Height Exceptions§ 15-1304-A, Residential Transition Standards§15-1304-C, Exceptions to Maximum Height in IL and IH Districts | [ ] Yes [ ]  No[ ] Not applicable |
| Min. Setbacks (ft) |
| Front (Major Street) | 15 | 15 | 15 | 15 | 15 | §15-313, Determining Setbacks and Yards§15-1304-A, Residential Transition Standards§15-1304-D, Enhanced Streetscape§15-1304-E, Parking Setbacks§15-2014, Projections/Encroachments into Yards§15-2305, Areas to be Landscaped | [ ] Yes [ ]  No[ ] Not applicable |
| Front (Major Street), **with enhanced streetscape** | - | N/A | N/A | N/A | N/A | [ ] Yes [ ]  No[ ] Not applicable |
| Front (Local Street) | - | - | - | - | - | [ ] Yes [ ]  No[ ] Not applicable |
| Side | - | - | - | - | - | [ ] Yes [ ]  No[ ] Not applicable |
| Rear  | - | - | - | - | - | [ ] Yes [ ]  No[ ] Not applicable |
| Parking, from back of sidewalk or curb (min.) | 15 | 15 | 15 | - | - | [ ] Yes [ ]  No[ ] Not applicable |

**\*\*Note:** Projects may be allowed a higher maximum height. Refer to Section **15-1304-B** if project is within **Woodward Park Area** and Section **15-1304-C** if project is in **IL or IH Districts** for further detail.
 **15-309 - Determining Floor Area Ratio**

|  |  |
| --- | --- |
|  | A. Calculating Floor Area Ratio |
|  | To calculate FAR, non-residential floor area is divided by site area, and typically expressed as a decimal. = floor area ratio (FAR) |
|  | B. Proposals |
|  | **Maximum FAR for Project** | **Proposed FAR for Project** | **Does the proposed FAR meet criteria in Table 15-1203?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put the FAR permitted.*  | *Here you will put what the FAR is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Front Setback is within the requirement(s).* |

 **15-313 - Determining Setbacks and Yards**

If a property abuts an Official Plan Line, the required setback shall be established from the Official Plan Line or the property line, whichever results in a greater setback.

|  |  |
| --- | --- |
|  | A. Front Setbacks  |
|  | Requirement: |
|  | Front setbacks shall be measured from the back of the sidewalk (including instances where the back of the sidewalk lies within the project parcel) to the portion of the structure that is closest to the front of the lot. In the absence of a sidewalk, the minimum front setback shall be measured from the back of the curb. In the absence of a sidewalk and curb, minimum front setbacks shall be measured from the front property line. |
|  | **Required Setback** | **Proposed Front Setback for Project** | **Does proposed Front Setback meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put the required Front Setback.* | *Here you will put what the proposed Front Setback is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Front Setback is within the requirement(s).* |
|  | B. Side Setbacks  |
|  | Requirement: *(To downsize this document, if there is no street side yards delete that section.)*  |
|  | Side setbacks on interior lot lines shall be measured from the property line. When the side of the lot abuts a street, the measurement to determine the setback shall be made in the same manner as Front Setbacks.  |
|  | **Required Interior Side Setback** | **Proposed Side Setback for Project** | **Does proposed Side Setback meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put the required Interior Side Setback.* | *Here you will put what the proposed Side Setback is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Side Setback is within the requirement(s).* |
|  | **Required Street Side Setback** | **Proposed Street Side Setback for Project** | **Does proposed Street Side Setback meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put the required Street Side Setback.* | *Here you will put what the proposed Street Side Setback is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Street Side Setback is within the requirement(s).* |
|  | C. Rear Setbacks |
|  | Requirement: |
|  | **Required Rear Setback** | **Proposed Yards on Alleys for Project** | **Does proposed Yards on Alleys meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | None | *Here you will put what the proposed Yards on Alley is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Yards on Alleys is within the requirement(s).* |
|  | D. Yards on Alleys |
|  | Requirement: |
|  | The following special regulations for determining setbacks apply when a lot abuts an alley.1. If a side lot line abuts an alley, the yard shall be considered an interior side yard rather than a corner side yard.
2. In computing the minimum yard for any lot where such yard abuts an alley, no part of the width of the alley may be considered as part of the required yard.
 |
|  | **Required Setback** | **Proposed Yards on Alleys for Project** | **Does proposed Yards on Alleys meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | None | *Here you will put what the proposed Yard on Alley is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that Yards on Alleys is within the requirement(s).* |

 **15-1304 - Site Design Development Standards**

|  |  |
| --- | --- |
|  | A. Residential Transition Standards |
|  | **Is the project located where E District abuts a Residential District?** | [ ] Yes [ ]  No**If no, skip to section B, Exceptions to Maximum Height in Woodward Park Area.** |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Height |
|  | Maximum height within 40 ft. of an R District is limited to 30 ft. The maximum height within 50 feet of an R District is 40 ft. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Setbacks |
|  | **1.** *Front and Street Side Yards.* The front setback shall not be less than the required front yard on the abutting R District lot within 75 ft. of the R District. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Interior Side and Rear for the IL and IH Districts.* The interior side and rear setback abutting an R District boundary shall be no less than 50 ft.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** *Interior Side and Rear Setbacks for All Other Employment Districts.* The interior side and rear setback abutting a Residential District boundary shall be 20 ft.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Landscape |
|  | See Table 15-2305-C.1, Required Landscape Buffers. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **Does project propose a multi-story building where the second story or above is located within 50 ft. of the side or rear yard of a single family lot?** | [ ] Yes [ ]  No**If no, skip to section B, Exceptions to Maximum Height in Woodward Park Area.** |
|  | Screening |
|  | **4a.** Screening measures include, but are not limited to, landscaping, alternate window and balcony placements, placing windows at least six ft. from the floor of the interior of the unit, incorporating wing walls or louvers, using glass block or other translucent material, and other such methods.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4b.** *Sufficiency of Screening.* The Review Authority shall determine the sufficiency of the proposed screening measures and may require additional measures. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | B. Exceptions to Maximum Height in Woodward Park Area  |
|  | Requirement: |
|  | Within the geographic area that is hatched in Figure 15-1304-B, the maximum permitted building height may be increased to 120 ft. Such projects shall conform to the residential transition standards in Section 1304-A, and shall be subjected to a Conditional Use Permit.Figure 15-1304-B, Exceptions to Maximum Height in Woodward Park Area |
|  | **Permitted Exception to Building Height for Project** | **Proposed Building Height for Project** | **Does proposed Building Height meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the permitted exception to building height is for your project.* | *Here you will put what the proposed building height is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed Building Height is within the requirement(s).* |
|  | C. Exceptions to Maximum Height in IL and IH Districts |
|  | Requirement: |
|  | **Within the IL and IH Districts**, uninhabited structures such as silos, cooling towers, and similar structures used for storage and manufacturing may exceed the maximum height prescribed in Table 15-1303-2 by no more than 40 ft. Height in excess of 100 ft. for such structures is subject to a Conditional Use Permit.  |
|  | **Permitted Exception to Building Height for Project** | **Proposed Building Height for Project** | **Does proposed Building Height meet the given requirement?** | **If the Project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the permitted exception for building height is for your project.* | *Here you will put what the proposed Yards Abutting Official Plan Lines is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed Building Height is within the requirement(s).* |
|  | D. Enhanced Streetscape |
|  | Projects in **O Districts** which include buildings with a front setback of less than 15 ft. shall provide the following streetscape enhancements: |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Sidewalks |
|  | **1.** Sidewalks shall be no less than 12 feet in width.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Street Trees |
|  | **2a.** Street trees should be located no more than three feet from the back curb and whenever possible should be aligned with other trees on the block.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2b.** Street trees should generally be evenly spaced, no less than 20 ft. apart, and not more than 40 ft. apart.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2c.** Whenever possible, trees should not be located directly in front of building entrances.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2d.** Trees should be placed in tree wells measuring 5 ft. by 5 ft. to maximize usable sidewalk area, tree wells shall be covered by grates of a design which is approved by the Director. Larger tree wells may be required by the Public Works Director for species requiring more space. The property owner shall assume maintenance responsibilities for the tree grates.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2e.** Streets should be deciduous, fast growing, drought tolerant, and should eventually form a tall canopy. Not more than one species should be planted per block. Whenever nearby pre-existing trees are in good condition and meet the intent of this section, new trees should be of the same species.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Pedestrian-scaled street lights |
|  | **3a.** Street lights should be located no more than 3 ft. from the curb, and whenever possible should be aligned with street trees and other lights on the block.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3b.** Street lights should be generally evenly spaced, no less than 30 ft. apart, and not more than 80 ft. apart. Whenever possible, street lights should be less than 15 ft. from nearby street trees.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3c.** Street lights should not be of the type commonly known as Cobra Heads or other types which are intended primarily for the illumination of the vehicular roadway. Lights should be ornamental and designed primarily for the illumination of the sidewalk. Whenever nearby pre-existing lights are in good condition and meet the intent of this section, new lights should be of the same type. Intersection safety lights shall be typical cobra-head design, while mid-block lighting should be ornamental and scaled for the pedestrian environment. Lighting shall meet Public Works standards.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Facades located with 15 ft. of the public sidewalk shall be oriented to the street as follows: |
|  | **4a. If there is a primary common building entrance which provides access to reception areas, elevators, stairs, and internal circulation**, it shall face and be oriented to the street. **If there is a yard between the sidewalk and the building**, a paved path six ft. in width shall be provided from the public sidewalk to the entrance.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4b.** Direct entrances from the sidewalk in to individual establishments located along the street frontage shall be provided. **If there is a yard between the sidewalk and the building**, a paved path six ft. in width shall be provided from the public sidewalk to the entrance.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Exterior Walls |
|  | **5.** Exterior walls facing a front or street side lot line shall include windows, doors, or other openings with transparent glazing for at least 60% of the building wall area located between 2.5 and seven ft. above the level of the sidewalk. Openings fulfilling this requirement shall have transparent glazing and provide views into work areas, display areas, sales areas, lobbies, or similar active spaces, or into window displays that are at least two ft. deep.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Sidewalk Shading (where buildings are located within two ft. of a public sidewalk): |
|  | **6a.** Awning or canopy depth shall be no less than 4 ft. and no more than 10 ft.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6b.** Clearance shall be no less than 8 ft. and no more than 12 ft. from the finished floor.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | C. Parking Setbacks |  |
|  | **In the O, BP, and RBP Districts, parking shall be set back from the street facing lot as shown in Table 15-1303-2**, except as provided below: |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1a.** Is the **lot less than 150 ft. in width or depth**? | [ ] Yes [ ]  No**If no, skip to section 2a.** | (n/a) |
|  | **1b.** If so, the parking setback may be reduced to six feet. This area shall be landscaped. Parking spaces shall be screened with a minimum three foot high berm, wall, or hedge, or combination thereof.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2a.** Will there be **partially submerged and podium parking**? | [ ] Yes [ ]  No**If no, skip to section 3a.** | (n/a) |
|  | **2b.** If so, parking that is partially below the street grade may extend to the setbacks of the main structure. A maximum six ft. of the parking structure height may extend above the street grade if screened along street facing elevations by foundation plant materials. Gates need not be screened.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3a.** Will there be **underground parking**? | [ ] Yes [ ]  No**If no, skip to section 4a.** | (n/a) |
|  | **3b.** If so, parking that is fully underground and below the street grade may extend from property line to property line.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4a.** Does project propose **carports** on a Major Street in the O or BP District? | [ ] Yes [ ]  No**If no, skip to section 5a.** | (n/a) |
|  | **4b.** If so, then carports should generally be located away from major streets. There shall be no more than six consecutive carport spaces parallel to major streets, with a minimum distance of 20 ft. between every six carport spaces.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5a.** Does project propose **driveways**? | [ ] Yes [ ]  No**If no, skip to section D.** | (n/a) |
|  | **5b.** If so, then the location and width of driveways shall be minimized. They are permitted only to provide access to garages, carports, and parking areas. Curb cuts are limited to one for every 50 ft. of street frontage.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | D. Pedestrian Access |  |
|  | **Within the O District,** on site pedestrian circulation and access must provide the following:If project is not within the O District, skip to section E, Service Areas and Loading.  |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *To streets*. Direct and convenient access shall be provided to **adjoining residential and commercial areas** to the maximum extent feasible while still providing for safety and security.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *To Transit*. Safe and convenient pedestrian connections shall be provided from transit stops to building entrances.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** *To Circulation Network*. Regular connections between on-site walkways and the public sidewalk and other planned or existing pedestrian routes shall be provided. An on-site walkway shall connect the primary building entry or entries to a public sidewalk on each street frontage.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** *Internal Connections*. A system of pedestrian walkways shall connect all buildings on a site to each other, to on-site automobile and bicycle parking areas, and to any on-site open space areas or pedestrian amenities.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | External Connections |
|  | **In the O District**, a system of pedestrian walkways shall connect the project site to adjacent Residential, Commercial, Mixed Use, Office districts as follows: |
|  | **5a.** If the adjacent Residential, Commercial, Mixed Use, and Office districts **are undeveloped**, stub connections shall be provided at a frequency of one per 600 ft. Upon the development of the adjacent parcels, any fencing or gates at the stubs shall be opened.  | [ ] Yes [ ]  No[ ] Not applicable |  |
|  | **5b.** If the adjacent Residential, Commercial, Mixed Use, and Office **districts are developed and provide connection points via breaks in the perimeter wall/fence or stub streets**, then the project shall provide pedestrian walkway connections at those locations.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5c.** If the adjacent Residential, Commercial, Mixed Use, and Office districts **are developed and there are no possible connections via breaks in the perimeter wall/fence**, then the project shall not be required to provide connections.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Pedestrian Walkway Design |
|  | **6a.** Walkways shall be a minimum of 4 ft. wide, shall be hard-surfaced, and paved with concrete, stone, tile, brick, or comparable material.  | [ ] Yes [ ]  No[ ] Not applicable |  |
|  | **6b.** Where a required walkway crosses driveways, parking areas, or loading areas, it must be clearly identifiable through the use of a raised crosswalk, a different paving material, or similar method.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6c.** Where a required walkway is parallel and adjacent to an auto travel lane, it must be raised or separated from the auto travel lane by a raised curb at least six inches high, bollards, or other physical barrier.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | E. Service Areas and Loading |  |
|  | Service and loading areas should be integrated with the design of the building and shall be screened from residential areas. Special attention shall be given when designing loading facilities in a location that is proximate to residential uses. Techniques such as block walls, enhanced setbacks, or enclosed loading can minimize adverse impacts to residents.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-1305 - Façade Design Development Standards
Note:** This section applies only to new buildings, building additions, and façade remodels. If your project is not proposing any of the changes, skip to the next section, Other General Site Regulations.

|  |
| --- |
| A. Building Articulation |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **In the O district,** all street-facing facades must include at least one projection or recess at least 2 ft. in depth for every 25 ft. of horizontal ft. of wall.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| B. Building Materials and Finishes |
|  | **In the O District**, the following standards shall apply: |
|  | **1**. Each side of a building that is visible from a Major Street shall be designed with a complementary level of detailing and quality of materials. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2**. There shall be a minimum of two exterior wall finish materials. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3**. Veneers should turn corners, avoiding exposed edges and continue down the side of a building to a logical break, such as a change in wall plane. Material changes at outside corners should be avoided.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4**. Building entrances and common areas shall be accentuated with enhanced finishes and materials that are durable and high quality and distinguish these spaces from other elements of the building.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5**. Metal building should employ a variety of building forms, shapes, colors, materials, and other architectural treatments to add visual interest and variety to the building. Architectural treatments should emphasize the primary entrance to the building.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6**. Unless roofing materials are part of the design element (for example, tiles, concrete, or metal roofing elements), the ridge line elevation should not exceed the parapet elevation.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **7**. Windows shall maintain a consistent design character throughout the development and shall be of the same material on all elevations facing a street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **8**. Parking areas and structures shall be designed to match and be compatible with the architectural character, materials, and colors of the overall development.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **In the BP and RBP District**, buildings within 100 ft. of a major street shall apply at least two of the following standards: |
|  | **1**. Use a minimum of two exterior wall finish materials shall be used.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2**. Use a minimum of three exterior paint colors. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3**. Design street-facing facades to have an overall wall composition of at least 20% glazing.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4**. Provide one inset of six inches in depth, 10 ft. in height, and 20 ft. in width for every 50 ft. of wall length.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5**. Provide canopies or awnings with at least four ft. of projection for at least 50% of the wall length.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6**. Employ an architectural treatment to the primary entrance(s) such as decorative lighting, increased height, or enhanced materials.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **OTHER GENERAL SITE REGULATIONS
Note:** The following chart lists all the sections of General Site Regulations. Use the checklist to see which sections will apply to your project, then find the appropriate table after this checklist for a more in-depth checklist for requirements of the section. To downsize this document, delete sections that do not pertain to your project.

|  |
| --- |
| General Site Regulations |
|  | **Section** | **Description** | **Does this section apply to your project?** |
|  | 15-2003 | Trails | [ ] Yes [ ]  No |
|  | 15-2004 | Accessory Buildings and Structures | [ ] Yes [ ]  No |
|  | 15-2006 | Fences, Walls, and Hedges | [ ] Yes [ ]  No |
|  | 15-2008 | Screening Between Differing Land Uses | [ ] Yes [ ]  No |
|  | 15-2009 | Security Fencing | [ ] Yes [ ]  No |
|  | 15-2010 | Electric Fences | [ ] Yes [ ]  No |
|  | 15-2011 | Screening of Mechanical and Electrical Equipment | [ ] Yes [ ]  No |
|  | 15-2012 | Heights and Height Exceptions | [ ] Yes [ ]  No |
|  | 15-2013 | Outdoor Service Yards and Storage | [ ] Yes [ ]  No |
|  | 15-2014 | Projections/Encroachments into Required Yards | [ ] Yes [ ]  No |
|  | 15-2015 | Outdoor Lighting and Illumination | [ ] Yes [ ]  No |
|  | 15-2016 | Trash and Refuse Collection Areas | [ ] Yes [ ]  No |
|  | 15-2017 | Underground Utilities | [ ] Yes [ ]  No |
|  | 15-2018 | Intersection Visibility | [ ] Yes [ ]  No |
|  | 15-2019 | Development on Substandard Lots | [ ] Yes [ ]  No |
|  | 15-2020 | Lots with Multiple Zone Districts (Split Zoning) | [ ] Yes [ ]  No |

 **15-2003 - Trails**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Whenever a trail is identified on an operative plan, the trail shall be constructed per City standards. Access to trails shall be provided per Section 15-4109-B, Trails and Natural Features. | [ ] Yes [ ]  No |  |
|  | **2.** When there is a demonstrated need, landscaping with appropriate adequate physical and visual barriers (e.g. masonry walls, wrought-iron, or tube steel fencing) shall be provided to screen path and trail right-of-ways and separate paths and trails from mining operations, drainage facilities, and similar locations. | [ ] Yes [ ]  No |  |
|  | **3.** *Paths and Trail Crossings.* To the extent feasible, vehicle crossings shall be limited to two per 660 feet.  | [ ] Yes [ ]  No |  |

 **15-2004 - Accessory Buildings and Structures**

|  |
| --- |
| A. Applicability  |
|  | These provisions apply to: 1. All new structures over seven feet in height, including, but not limited to, garages, carports, porte-cocheres, sheds, workshops, gazebos, greenhouses, cabanas, trellises, play structures, aviaries, covered patios, etc. which collectively shall be referred to as Accessory Structures, that are attached or detached from and accessory to the main building on the site.
2. Decks and patios that are 30 inches above the ground elevation, excluding above-ground pools.
 |
| B. Relation to Other Structures |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** A detached accessory building may be constructed on a lot on which there is a permitted main building to which the accessory building is related. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** An accessory building may be constructed prior to a permitted main building and used for not more than one year in connection with the construction of the main building. The owner shall sign a covenant, which will at a minimum, require that the accessory structure be removed should the main building not be constructed.  | [ ] Yes [ ]  No[ ] Not applicable |  |
| C. Setbacks |
|  | **1a.** *Front and Street-Side Yards*. Accessory Structures may not be located within required front yard or street-side setback areas. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **1b.** *Alleys*. Structures shall be set back a minimum of five feet from an alley if the Accessory Structure utilizes the alley for vehicle access.  | [ ] Yes [ ]  No[ ] Not applicable |  |
|  | **2.** Accessory Structures shall comply with the setbacks per the underlying district or operative plan, whichever is greater.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Height |
|  | Accessory Structures are subject to the height limitations specific to the zoning district in which they are located.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2006 - Fences, Walls, and Hedges**

|  |
| --- |
| A. Applicability  |
|  | The standards of this section apply to: 1. New fences, hedges, or walls;
2. New development;
3. Building additions to existing buildings that expand the existing floor area by at least 20 percent, or 2,500 sq. ft., whichever is less, not including Single-Unit Dwellings or Duplexes. The addition and/or expansion shall be cumulative from the date of adoption of this Code;
4. A new building on a developed site when the new building is more than 300 sq. ft. The 300 sq. ft. shall be cumulative from the date of adoption of this Code;
5. The demolition and reconstruction of a site;
6. A request for a Discretionary Permit;
7. Change of Occupancy of an existing building as defined by the Building Code; or,
8. Condominium Conversions
9. ***Exceptions***. The standards of this section do not apply to fences that are part of a designated historic site.
 |
| B. Fence and Height Locations for All Districts |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Other Regulations |
|  | **1.** Fences shall comply with the setback requirements below, unless a greater setback is required by an operative plan, adopted policy, or a condition of project approval.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Subdivision Approval Conditions |
|  | **2.** In certain circumstances, such as at the rear of landscape easements, fence locations are identified as part of the subdivision approval process. In such cases and in the potential case of conflict with this section, the map conditions of approval shall govern.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Street-Facing References |
|  | **3.** Street-facing includes all roadways, including highways | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Parking Lot Entrances |
|  | **4.** Fence and gate locations may need to provide greater setbacks than those listed in this section to allow for vehicle staking. This includes fencing that limits access to parking lots.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Front Yard Requirements |
|  |  **5a**. *Wrought Iron or Tubular Steel.* A fence up to four feet in height may be installed within any required front yard setback. Fences must be open a minimum of 80 percent (e.g., no more than 20 percent opaque) to allow for the passage of light and air. | [ ] Yes [ ]  No[ ] Not applicable |  |
|  | **5b**. *All* Other Materials. All other fences within any required front yard setback are permitted up to three feet in height and shall comply with the main building setback, minus five feet. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Street-Side Yard Requirements |
|  | **6a.** *Wrought Iron or Tubular Steel.* A fence up to 4 ft. in height may be installed within any required front yard setback. Fences must be open a minimum of 80% (e.g. no more than 20% opaque) to allow for the passage of light and air.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6b.** *All Other Materials.* All other fences within any required street side yard setback are permitted up to 3 ft. in height and shall comply with the main building setback, minus 5 ft.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Through Lots  |
|  | **7.** Both street frontages shall be considered Front Yards. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Other Yards |
|  | **8.** Outside of the required front yard and street-side yards, the maximum height for fences is seven feet (regardless of location on the site) unless the fence is part of Outdoor Storage per Section 15-2013, Outdoor Service Yards and Storage. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Bollards |
|  | **9.** Bollards, up to three feet in height may be placed at the rear of required landscaped areas. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Setbacks |
|  | **10.** Unless a greater setback is required in another section of this Code, fences shall be set back 12 inches from the back of adjacent sidewalks, or from the curb or shoulder if there is no sidewalk. Fences may be placed on interior side and rear property lines. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Right-of-Way |
|  | **11.** In no circumstance may any fence be placed in the public right-of-way unless specified elsewhere in this Code.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Temporary Fencing |
|  | **Is the project a temporary or seasonal use, including Community Garden, Urban Agricultural, Farming, temporary sales, etc.?** | [ ] Yes [ ]  No**If no, skip to section E, Fence & Retaining Wall Combinations.** |
|  | **Requirement:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Fencing setbacks shall comply with main building setbacks of the underlying zone district. | [ ] Yes [ ]  No[ ] Not applicable |  |
| E. Fence and Retaining Wall Combinations |
|  | **Is there a retaining wall?** | [ ] Yes [ ]  No**If no, skip to section F, Decorative Features.** |
|  | **Requirement:** | **Does project meet requirement?** | **Requirement:** |
|  | Where a fence is located on top of a retaining wall, and a six-foot maximum fence height is normally applicable, the Director may allow a combined height of fence and retaining wall up to a maximum of seven feet. | [ ] Yes [ ]  No[ ] Not applicable | Where a fence is located on top of a retaining wall, and a six-foot maximum fence height is normally applicable, the Director may allow a combined height of fence and retaining wall up to a maximum of seven feet. |
| F. Decorative Features |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Columns and gates may exceed the maximum height requirements by 4 inches.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** On through and corner lots, the exposed (e.g. rough) side of the fence shall face into the subject parcel, rather than the street. The finished side of the fence shall be oriented towards the street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Fences, greater than 125 ft. in length in Residential Districts and/or along Major Streets, shall incorporate decorative pilasters with decorative caps spaced no more than 30 ft. apart. This shall not apply to industrial districts, unless the industrial district is located on the same side of the street as existing, planned or zoned residences.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** Decorative caps, not to exceed 4 inches may be added to the columns of walls.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** A wrought iron decorative entry gate, located outside the required street yard setbacks may be allowed up to 7 ft. in height in Residential Districts and 8 ft. in Non-Residential Districts with Director approval.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2008 - Screening Between Differing Land Uses**

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| A. Applicability  |
|  | The standards to this section apply to: 1. New fences, hedges, or walls;
2. The demolition and reconstruction of a site;
3. New development;
4. A new building on a developed site when the new building is more than 300 sq. ft. The 300 sq. ft. shall be cumulative from the date of adoption of this code;
5. Building additions to existing buildings that expand the existing floor area by at least 20 percent, or 2,500 sq. ft., whichever is less, not including Single Unit Dwellings or Duplexes. The addition and/or expansion shall be cumulative from the date of adoption of this Code;
6. A request for a Discretionary Permit;
7. Change of Occupancy of an existing building as defined by the Building Code; or
8. Condominium Conversions
9. ***Exceptions.*** The standards of this section do not apply to fences that are part of designated historic site.
 |
| B. Common Property Lines |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1a.** A six-foot-high screen wall shall be provided on the interior lot lines where any non-residential use abuts a residential district where multi-family development of four or more units abuts a single-family residential district. Walls shall step down to three feet in height along interior property lines within front yards. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **1b.** *Alleys.* Where residential and non-residential uses are separated by an alley, a screen wall is not required, unless required to screen outdoor storage of material. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Screening Wall Standards |
|  | **1.** *Location.*Screening walls shall follow the lot line of the lot to be screened, or shall be so arranged within the boundaries of the lot so as to be substantially hide from adjoining lots the building, facility, or activity required to be screened. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Materials.* Walls shall be of stucco, decorative block, decorative concrete panel, or other substantially equivalent materials as approved by the Director. Chain-link or double-faced wood fencing does not fulfill the screening wall requirement.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** *Berms.* Topography, berming, and other alternative methods of mitigating the nuisance of noise and light might be considered at time of project review. An earth berm may be used in combination with the above types of screening walls, but not more than one-third of the required height of such screening may be provided by the berm.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** *Timing.* If a non-residential use develops adjacent to an existing residential development, the wall shall be constructed with the new development. Where a six-foot-high wood fence already exists, the masonry wall footing, when constructed, shall comply with City standards.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** *Pedestrian Access.* Pedestrian access, or breaks in screening walls, shall be provided from commercial to residential land uses in strategic locations to allow for connectivity. Locations shall be determined and negotiated at the time of approval, unless otherwise stated in this Code. | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2009 - Security Fencing**

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| --- | --- | --- | --- |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Where Permitted.* May be up to 18 inches in height on top of permitted fencing provided the barbed wire is located at the top portion of a fence which is at least 6 ft. in height, unless it abuts a Residential District, is located within 100 ft. of a Residential District, or is located within 100 ft. of a park or other public open space, where it is prohibited.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Fencing Encroachments.* All fencing within the public right-of-way requires an encroachment permit from the City Engineer and shall be subject to all requirements of this section, in addition to those of the Public Works Department. Security fencing shall not extend over into any abutting property. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Property owner(s) shall apply for a permit with the City prior to installation.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

**15-2010 - Electric Fences**

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| --- |
| A. Permitted Locations |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Electric fences shall not encroach into the public right-of-way.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| B. Compliance with State and Federal Regulations |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Electrified fencing shall comply with the California Civil Code 835 and the California Building Code, as amended from time to time.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Only allowed to be installed with a permit issued under the requirement of applicable building and electrical codes, and only allowed to be activated after an approved final inspection  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Fire access, warning signs, electrical connections, etc., shall comply with the Building Code and Fire regulations. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Electricity |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Shall conform to the California Civil Code Section 835 and shall only be powered by a commercial storage batter not to exceed 12 volts of direct current (DC) or another approved 12 volt DC or lower voltage-power source.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** The electric charge produced by the fence upon contact shall not exceed energizer characteristics set forth in paragraph 22.108 and depicted in Figure 102 of International Electrotechnical Commission (IEC) Standard No. 60335-2-76.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Non-low voltage electrical components (e.g. controllers, transformers) of the electric fencing system shall be approved and listed by an Occupational Safety and Health Act (OSHA) Nationally Recognized Testing laboratory (NRTL). | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Perimeter Fence or Wall |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | No electric fence shall be installed or used unless it is completely surrounded by a nonelectrical fence or wall that is a minimum six feet in height. Should a non-electrical fence not exist, one shall be installed prior to the electric fence being operational.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| E. Setbacks |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Non-electrical fencing behind which electric fencing is installed shall comply with setback of the underlying zone district unless the non-electrical fence is legally non-conforming.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| F. Height |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Shall have a maximum height of 10 feet regardless of location on the property.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| G. Warning Signs |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Shall be clearly identified with warning signs that read: “Warning-Electric Fence” at intervals of not less than 60 feet.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| H. Permit |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Property Owner(s) shall apply for a permit with the City prior to installation.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| I. City Indemnification |
|  | **Requirement:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Prior to the installation of electric fencing, the owner shall obtain a permit and execute a covenant, with any required subordinations prepared by the City, to defend, hold harmless, and indemnify the City against all claims related to the fencing.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2011 - Screening of Mechanical and Electrical Equipment**

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| A. Applicability  |
|  | The standards to this section apply to: 1. New development;
2. New equipment that is added to serve existing buildings; or
3. Condominium Conversions
4. ***Exceptions.*** Existing equipment that serves existing buildings; and Industrial Districts.
 |
| B. Regulations |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Equipment.* All exterior mechanical and electrical equipment shall be screened or incorporated into the design of buildings so as not to be visible from major streets, highways, passenger railways, or abutting Residential Districts. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Roof Access Ladders and Fire Sprinkler Risers.* Food access ladders shall be screened from Major Streets. Fire sprinkler risers should be designed for interior installation whenever possible where an exterior location would be visible from a Major Street. Where site conditions dictate an exterior location for the sprinkler riser, a three ft. clear space shall be provided between the screening materials and the riser. The alarm bell and fire department connection shall be installed so that they are visible from the street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2012 - Heights and Height Exceptions**
**Note:** The standards to this section apply to new development or structures or new equipment that is added to serve existing buildings.

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| A. Applicability  |
|  | The standards to this section apply to: 1. New development or structures; or
2. New equipment that is added to serve existing buildings.
 |
| B. Requirements |
|  | Structures listed in Table 15-2012-B, Allowed Projections Above Height Limits, may exceed the maximum permitted building height for the district in which they are located, subject to the limitations stated in the table and further provided that no portion of a structure in excess of the building height may be used for sleeping quarters or advertising and all heights shall comply with any operative Airport Plan. |
|  | **Permitted Height** | **Proposed Building Height** | **Does the proposed building height meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the permitted building height is for your project.* | *Here you will put what the proposed building height is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed building height is within the requirement.* |

 **15-2013 - Outdoor Service Yards and Storage**

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| A. Applicability  |
|  | 1. Outdoor service yards and the open storage of goods, materials, machines, equipment, and vehicles, or parts outside of a building for more than 72 hours must conform to the standards of this section. This applies to goods to be sold or goods being stored that are pending transport to other locales.
2. ***Exceptions***. Except may be permitted by Table 15-2013-B, the regulations of this section do not apply to:
3. Agricultural and residential uses;
4. Temporary storage of construction materials reasonably required for construction work on the premises pursuant to a valid building permit or grading permit; or
5. Outdoor sales or uses that by their very nature provide outdoor storage, such as auto, trailer, and boat dealers, and equipment rental.
 |
| B. Permitted Locations |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Not permitted in front or street-facing side yards. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Permitted in interior side and rear yards, or outside of required yards, subject to the standards of this section.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Setback minimum 20 ft. from Residential Districts. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Screening |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Outdoor storage areas and service yards shall be screened so as not to be visible from Major Streets or at-grade highways; Residential Districts; public schools, or public parks.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Screening walls and fences shall be architecturally compatible with the main structure on the site.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** No screening wall or fence shall be located within a required setback or landscape area. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** No stored goods may exceed the height of the screening wall or fence by more than one foot. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** Service yards may have screen walls up to 15 ft. in height and must be attached to the main building and shall be of the same quality and appearance as those used on the building itself. Service yards shall be considered part of the main structure for property development standards and shall be clearly incidental to the primary use. Outdoor storage shall not be the primary use on the property.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2014 - Projections/Encroachments into Required Yards**

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| A. Requirements |
|  | Refer to Table 15-2014: Allowed Building Projections and Encroachments into Required Yards in the Code to see what the requirements are.  |
|  | **Proposed Projection/Encroachment** | **Does the proposed building height meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the proposed projection/encroachment is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed projection/encroachment is within the requirement.* |

 **15-2015 - Outdoor Lighting and Illumination**

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| A. Applicability  |
|  | The standards of this section apply to on-site lighting under the following circumstances:1. New lights
2. The demolition and reconstruction of a site
3. New development
4. Building additions to existing buildings that expand the existing floor area by at least 20 percent, or 2,500 sq. ft., whichever is less, not including Single-Unit Dwellings or Duplexes. The addition and/or expansion shall be cumulative from the date of adoption of this Code;
5. The addition of residential units;
6. A request for a Discretionary Permit;
7. Change of Occupancy of an existing building as defined by the Building Code; or,
8. Condominium Conversions.
 |
| B. General Standards |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** All exterior doors, during the hours of darkness, shall be illuminated with a minimum of 0.5 foot-candle of light. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Maximum Height |
|  | Requirements |
|  | Lighting fixtures shall not exceed the maximum heights specified in the following table:

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| TABLE 15-2015-B.3: MAXIMUM HEIGHT OF LIGHTING FIXTURES |
| District | Maximum Height (ft) |
| Residential Single-Family Districts | Shall not exceed the fascia of the home |
| Residential Multi-Family Districts | Shall not exceed the fascia of the unit or 16 feet, whichever is greater |
| Commercial and Mixed-Use Districts | 20 within 100 of any street frontage or Residential District; 25 in any other location |
| Employment Districts | 25 within 100 of any street frontage; 30 in any other location |
| Public and Semi-Public Districts | 25, or as necessary for safety and security  |

 |
|  | **Proposed Height of Lighting Fixture** | **Does the proposed height of lighting fixture meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the proposed height of lighting fixture is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed height of lighting fixture is within the requirement.* |
| D. Fixture Types |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | All lighting fixtures shall be shielded so as not to produce obtrusive glare onto the public right-of-way or adjoining properties.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| E. Glare |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | No use shall be operated such that significant, direct glare, incidental to the operation of the use is visible beyond the boundaries of the property where the use is located.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| F. Light Trespass |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Direct or sky-reflected glare from floodlights shall not be directed into any other property or street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** No light or combination of lights, or activity shall cast light exceeding one foot candle onto a public street, with the illumination level measured at the centerline of the street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** No light, combination of lights, or activity shall cast light exceeding 0.5 foot candle onto a residentially zoned property, or any property containing residential uses.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| G. Prohibited Lighting |
|  | **Requirements:** | **Does project have one of the prohibited types of lighting?** | **If project does have one of the prohibited types of lighting, what changes will be made?** |
|  | The following types of exterior lighting are prohibited:1. Drop-down lenses
2. Mercury vapor lights
3. Searchlights, laser lights, or any other lighting that flashes, blinks, alternates, or moves.
 | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2016 - Trash and Refuse Collection Areas**

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| --- |
| A. Applicability  |
|  | The standards of this section apply to:1. New collection areas;
2. New Development;
3. The demolition and reconstruction of a site;
4. Building additions to existing buildings that expand the existing floor area by at least 20 percent, or 2,500 sq. ft., whichever is less, not including Single-Unit Dwellings or Duplexes. The addition and/or expansion shall be cumulative from the date of adoption of this Code;
5. The addition of residential unit(s) that result in five or more dwelling units
6. A request for a Discretionary Permit
7. Change of Occupancy of an existing building as defined by the Building Code; and,
8. Condominium Conversions.
 |
| B. Requirements |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** As required per Chapter 6, Municipal Services and Utilities, of the Fresno Municipal Code. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Uses That Produce Grease*. Uses, such as restaurants, that produce grease shall provide a “grease barrel” enclosure or alternative as approved by the Public Utilities Director.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Location |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Solid waste and recycling storage areas shall not be located within any required setback or any landscaped areas except where a rear yard abuts an alley. Where a rear yard abuts an alley, the solid waste and recycling storage area may be located within the required rear yard setback however the gates may not swing open into the alley.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2. In non-residential developments that abut a Residential District**, enclosures shall be located as far as possible from the residential district as feasible and be proximate to the non-residential development. Enclosure gates shall not open into drive aisles and shall not block the visibility of pedestrians and drivers. Refer to section 15-2018, Intersection Visibility.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Solid waste and recycling areas shall be consolidated to minimize the number of collection sites and located so as to reasonably equalize the distance from the building spaces they serve.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** Solid waste and recycling storage areas shall be accessible to haulers. Storage areas shall be located so that the trucks and equipment used by the solid waste and recycling collector(s) have sufficient maneuvering areas and, if feasible, so that the collection equipment can avoid backing. Project applicants are responsible for procuring current equipment size and turning radius from the City or its contracted solid waste and recycling collector(s).  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Materials, Construction, and Design |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Enclosures hall be constructed per City Standards. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Gate material shall be solid, heavy-gauge metal, or a heavy-gauge metal frame with a covering of a view-obscuring material. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Concrete curbs or equivalent shall protect enclosures from adjacent vehicle parking and travel ways.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** *Stormwater Pollution Prevention.* Enclosure pads must be designed to prevent contamination of the stormwater system. Measures that may be taken to achieve this include, but are not limited to, using roofs to divert stormwater away from the enclosures, creating grade breaks to properly direct stormwater away while keeping any water that may be in the enclosure from spilling out, and connecting a drain in the enclosure to the sewer system to collect contaminated water in cases of spillage, washing, etc. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** *Landscaping*. When visible from a Major Street or a Local Street that serves residential neighborhoods, the perimeter of enclosures, excluding gates, shall be planted, with drought-resistant landscaping, including a combination of shrubs and/or climbing evergreen vines. This subsection does not apply to Industrial Districts. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6. *IH District Exception***. In the IH District, as an alternative to an enclosure, a concrete curb may be provided to minimize bins from rolling about a parking area. Alternative enclosures may not be visible from any street, residential district, and/or school. | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2017 - Underground Utilities**
**Note:** The standards of this section apply to new development, the demolition and reconstruction of a site, and any other time deemed appropriate by the Public Works Director.

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| A. Applicability  |
|  | The standards of this section apply to all of the following:1. New development
2. The demolition and reconstruction of a site;
3. Any other time deemed appropriate by the Public Works Director
 |
| B. Standards  |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** All electrical, telephone, cable television, and similar distribution lines providing direct service to a development site shall be installed underground within the site. This requirement may be waived or deferred by the Public Works Director or the City Engineer upon a determination that the installation in infeasible or premature.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2018 - Intersection Visibility**

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| A. Street Intersections |
|  | Requirements |
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| **Figure 15-2018: Intersection Visibility** |

| **Table 15-2018-A: Required Triangular Sight-Distance Area** |
| --- |
| **Circumstance** | **X Distance (ft.)** | **Y Distance (ft.)** |
| Local Street to Local Street | 11 | 100 |
| Local Street to Collector Street | 25 | 25 |
| Local Street to Arterial | 20 | 100 |
| Local Street to Super Arterial | 20 | 100 |
| Major Street to Major Street | Not Required | Not Required |
| **Other Requirements:**1. Scaled site plan depicting property lines and dimensioned sidewalk pattern.
 |

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|  | **Proposed Triangular Sight-Distance Area** | **Does the proposed triangular sight-distance area meet requirements of Table 15-2018-A?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the proposed triangular sight-distance area is for your project.* | [x] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed triangular sight-distance area is within the requirement.* |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Vegetation and structures may not exceed a height of three feet within the triangular sight-distance area formed by the intersecting curb lines (or edge of pavement when no curbs exist) and a line joining points on these curb lines at the locations and distances identified in Figure 15-2018 and Table 15-2018-A.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Trees that are located within this sight distance triangle shall have a clearance of eight ft. high minimum between the lowest portion of the canopy and the sidewalk and street.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Applies to all structures, including flag poles and signs. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| B. Driveways and Alleys |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Visibility of a driveway crossing a street lot line shall not be blocked above a height of three ft. by vegetation or structures for a depth of 12 ft. as viewed from the edge of the right-of-way on either side of the driveway at a distance of 12 ft. Street trees shall be pruned at least seven ft. above the established grade of the curb so as not to obstruct clear view by motor vehicle drivers are permitted.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Commercial Districts, Refuse Collection Areas, and Drive-Through Lanes |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Vegetation (with the exception of trees) and structures may not exceed a height of three ft. within the triangular sight-distance area formed by the intersecting drive aisles and a line joining points on these aisles at a distance of 10 ft. along both lines from their intersection. Trees located within this sight distance shall have a minimum clearance of seven ft. high between the lowest portion of the canopy and the pavement and shall not be capable of growing to a width that would obstruct the sight area.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Vehicle/Pedestrian Conflicts |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Whenever it is reasonable to expect potential conflicts between vehicles exiting drive-aisles, drive-throughs, etc., and a pedestrian path that traverses said aisle, a visibility triangle per Section C above shall be provided.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| E. Exempt Structures and Plantings |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | The regulations of this section do not apply to existing building or new buildings in compliance with Base District setbacks; fire hydrants; public utility poles; saplings or plant species of open growth habits and not planted in the form of a hedge that are so planted and trimmed as to leave at all seasons a clear and unobstructed cross view; official warning signs or signals at places where the contour of the ground is such that there can be no cross visibility at the intersection.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2019 - Development on Substandard Lots**

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| --- | --- | --- | --- |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | Any lot or parcel of land that was legally created may be used as a building site even when consisting of less area, width, or depth than that required by the regulations for the district in which it is located. No substandard lot shall be further reduced in area, width, or depth, unless required as part of a public improvement. A substandard lot shall be subject the same yard and density requirements as a standard lot, however the Director may reduce the side and rear yard requirements at a ratio equivalent with the non-conformity.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2020 - Lots with Multiple Zone Districts (Split Zoning)**

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| --- | --- | --- | --- |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Generally*. Where a contiguous lot is divided by a zoning district boundary, the regulations applicable to each district shall be applied to the area within the district, and no use, other than parking serving a principal use on the site, shall be located in a district in which it is not a permitted or conditionally permitted use.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Access*. All access to parking serving a use must be from a street abutting that portion of the lot where the use is allowed. Pedestrian or vehicular access from a street to a non-residential use shall not traverse a Residential District in which the non-residential use is not permitted or conditionally permitted.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** *Accessory Facilities*. Landscaping, fences, screening or retaining walls, and open space may be located on the lot without regard for zone boundaries.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** *Refuse Collection Areas.* Shall be located on the parcel that permits the primary use.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** *Minimum Lot Area, Width, and Frontage*. The minimum lot area, width, and frontage requirements of the zone that covers the greatest portion of the lot area shall apply to the entire lot. If the lot area is divided equally between two or more zones, the requirements of the district greater minimum lot area, width, or frontage shall apply to the entire lot.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6.** *Exceptions*. If more than 75 percent of a lot is located in one zoning district, modifications to the provisions of this section may be granted through Planning Commission approval of a Conditional Use Permit. | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **LANDSCAPING**

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| A. Applicability  |
|  | The standards of this section apply to all of the following:1. New construction projects with landscapes;
2. Additions (other than to Single-Family Dwellings or Duplexes) to an existing building that expands the existing floor area by either 20 percent or more or 2,500 sq. ft. or more, whichever is less. The floor area increases to the existing building shall be cumulative from the date of adoption of this Code;
3. A new building with a floor area of 300 sq. ft. or more on a developed site. The 300 sq. ft. shall be cumulative from the date of adoption of this Code;
4. The demolition and reconstruction of a site;
5. A first time installed landscape or a re-landscaping project where the new or modified landscape area is equal to or greater than 500 sq. ft.; or
6. Change of Occupancy of an existing building requiring a change of occupancy permit as defined by the Building Code.
7. ***Exceptions.*** The standards of this Section do not apply to landscaping that is part of a registered historic site, plant collections as part of botanical gardens and arboretums open to the public, or ecological restoration projects that do not require a permanent irrigation system or mined-land reclamation projects that do not require a permanent irrigation system.
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**15-2305 - Areas to be Landscaped**

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| A. Required Setbacks |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** For all permitted paved areas, refer to underlying Base District. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** All required setbacks, except for areas used for exit and entry, shall be landscaped. If an Industrial District abuts another Industrial District, side and rear yards are not required to be landscaped. However, should an Industrial District abut any other district or a street, it shall be landscaped. Where Adjacent to residential, non-residential uses may require a larger setback under Residential Transition Standards and landscaping shall be provided as prescribed in Table 15-2305-C.1. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| B. Required Landscape Buffers and Buffer Yard Types |
|  | Requirements |
|  | Refer to Table 15-2305-C-1, Required Landscape Buffers, to see when a buffer treatment is required and of what type, based on the proposed and adjoining use. Only the proposed use is required to provide the buffer yard.Refer to Table 15-2305-C-2, Buffer Yard Requirements, to see the type of buffer yard required.An employee or dining patio is allowed within the buffer yard for up to 50 percent of the depth of the required buffer yard.  |
|  | **Required Landscape Buffers** | **Proposed Landscape Buffers** | **Does proposed landscape buffers meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required landscape buffer and type of buffer yards is for your project.* | *Here you will put what the proposed landscape buffers and type of buffer yard is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed landscape buffers and type of buffer yard is within the requirement.* |
| C. Landscape Setback |
| All areas between site perimeter walls/fencing and lot lines facing a street shall be landscaped. Landscaping shall be installed and maintained in accordance with the sections of this article and the following standards: |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Planting areas more than 10 ft. in width shall be planted with medium and large trees and medium and large shrubs to span the entire length. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Planting areas 10 ft. or less in width shall at the very least be planted with small trees and small to medium size shrubs to span the entire length. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Vines may be included for areas adjacent to concrete or masonry walls.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** The landscape design shall provide total wall/fence screening from top to bottom for the entire length within five years.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** Trees shall be planted so the canopies could touch for the entire length within 15 years.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Building Perimeters |  |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** All portions of a building that face a public street shall have one or more landscape planters installed along a minimum of 20 percent of that building face. This standard does not apply where a building is located within three ft. of a public sidewalk, in which case the building perimeter shall be paved and treated in a manner similar to the adjacent sidewalk.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** The minimum width of the planter shall be three ft. Planters may be raised or at grade and may include potted plants.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **15-2308 - Trees**

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| A. Requirements |
|  | **For Commercial, Office, Business Park, and Regional Business Park Districts.** A minimum of one tree for every 2,000 sq. ft. of lot coverage.**For Industrial Districts.** A minimum of one tree for every 10,000 sq. ft. of lot coverage (Trees required in other sections of this code, such as parking lot trees or street trees, shall count toward the satisfaction of this requirement.) |
|  | **Required Number of Trees** | **Proposed Number of Trees** | **Does proposed number of trees meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required number of trees is for your project.* | *Here you will put what the proposed number of trees is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed number of trees is within the requirement.* |

 **PARKING AND LOADING**

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| Applicability  |
|  | The requirements of this section apply to the establishment, alteration, expansion, or change in any use or structure, as provided in this section:1. *New Buildings and Land Uses*. Parking shall be provided according to the provisions of this article.
2. *Building Expansions.* Should a building be expanded, parking shall be provided according to the provisions of this article.
3. *Use Expansions.* Should a use expand without necessarily expanding a building, such as an auto dealership, parking shall be provided according to the provisions of this article.
4. *Change in Use or Change of Occupancy.*
	1. When a Change in Use or Change in Occupancy creates an increase of 10 percent or more in the number of required on-site parking or loading spaces, on-site parking and loading shall be provided according to the provisions of this article. The number of existing stalls shall be maintained, and additional stalls shall be required only for such addition, enlargement, or Change in Use. The Change in Use or Change in Occupancy that creates an increase of 10 percent or more shall be cumulative from the date of adoption of this Code.
	2. If the number of existing parking spaces is greater than the requirements for such use, the number of spaces in excess of the prescribed minimum may be counted toward meeting the parking requirements for the addition, enlargement, or Change in Use.
5. *Reconstruction of Non-Residential Buildings.* Should a building be damaged and/or demolished due to an Act of Nature, a building may be reconstructed and may provide the same number of stalls provided that there is no increase in building floor area.
6. *Alterations that Increase the Number of Dwelling Units.* The creation of additional dwelling units through the alteration of an existing building or construction of an additional structure or structures requires the provisions of on-site parking to serve the new dwelling units. If the number of existing parking spaces is greater than the requirements for the existing units, the number of spaces in excess of the prescribed minimum may be counted toward meeting the parking requirements for the new dwelling units.
7. *Non-Conforming Parking or Loading.* An existing use of land or structure shall not be deemed to be non-conforming solely because of a lack of on-site parking and/or loading facilities required by this article, provided that facilities used for on-site parking and/or loading as of the date of adoption of this Code are not reduced in number to less than what this article requires.
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| A. Parking Exceptions |
|  | Exceptions |
|  | **A. Buildings Constructed Prior to February 13, 1954.** The parking area or space requirements imposed by the provisions of this Code shall not apply upon a Change of occupancy, as defined by the Building Code, or the building code in affect at the time of the permit, for nay building or structure which was constructed prior to February 13, 1954.**B. 30-Year-Old or Older Buildings.** The parking area or space requirements imposed by the provisions of this Code shall not apply upon a Change of Occupancy, as defined by the Building Code, or the building in code in affect at the time of the permit, for any building or structure which is older than 30 years old, provided: 1. The parking area of space is not reduced; and2. The new use does not involve:a. Convenience Stores that are 3,000 sq. ft. or less with off-site alcohol sales; b. Schools (K-12; private or public); c. Drive-through restaurantsd. Banquet Halls and Religious Assembly Facilities with direct access to local street(s); ore. Auto-related uses. **C. Building Expansions.** Building constructed prior to Subsections A and B above may be expanded. Parking for the expanded area shall be provided per Tables 15-2408 and 15-2409. Buildings constructed prior to this date may not be altered when it would result in additional dwelling units without providing parking for the additional dwellings. **D. Small Commercial Uses.** The following commercial uses are not required to provide on-site parking when they contain less than 1,000 sq. ft. of floor area: Retail Sales (except off-site alcohol sales), Personal Services, Eating and Drinking Establishments, Food and Beverage Retail Sales, Offices: Walk-in Clientele, and Banks and Financial Institutions. However, when 2 or more establishments are located on a single lot or a shopping center, their floor areas shall be aggregated with all other establishments located on the lot in order to determine required parking. |
|  | Do any of the exceptions apply to the project? | [ ] Yes [ ]  No [ ] Not applicable If project does apply, then parking is excepted. If project does not apply, then skip to **section B**. |
| B. General Provisions |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1. Timing of Parking Requirements.** On-site parking facilities required by this article shall be constructed or installed prior to the issuance of a Certificate of Occupancy for the uses that they serve. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2. Existing Parking and Loading to be Maintained.** No existing parking or loading serving any use may be reduced in amount or changed in design, location, or maintenance below the requirements for such use, unless equivalent substitute facilities are provided.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3a.** Will there be an inoperable vehicle on-site? (**If no, skip to Section C**.) | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3b.** Inoperable vehicles shall be screened from public streets. If staging for repair, vehicles may only be visible for up to 8 hours prior to being moved into the repair garage. Inoperable vehicles may not be stored in public view overnight unless the vehicle was transported to the site after business hours.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Required Parking for Other Districts |
|  | Requirements |
|  | Refer to Table 15-2409, Required On-Site Parking Spaces, Other Districts to determine the required amount of parking. Note that you will also have to use section 15-2411, Calculation of Required Spaces, as well when calculated the required number of parking. |
|  | **Required Parking** | **Proposed Parking** | **Does proposed parking meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required parking is for your project.* | *Here you will put what the proposed parking is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the parking is within the requirement.* |
| D. Parking Reductions |
|  | Reduction Requirements |
|  | The number of on-site parking spaces required by Sections C and D may be reduced as follows:1. **Affordable Housing Developments.** See 15-2205, Affordable Housing Concessions and Incentives.
2. **Transit Accessibility.** For any land use except residential single-unit, duplex, and triplex development, if any portion of the lot is located within ¼ mile of a transit stop with a 15 minute or more frequent service during the hours of 7 a.m. to 9 a.m. and 5 p.m. to 7 p.m., the number of required parking spaces may be reduced by 30% of the normally required number of spaces.
3. **Shared Parking.** Where a shared parking facility serving more than on use will be provided, the total number of required parking spaces may be reduced up to 50% at the discretion of the Review Authority, if all of the following findings are made:
4. The peak hours of uses will not overlap or coincide to the degree that peak demand for parking spaces from all uses will be greater than the total supply of spaces;
5. The adequacy of proposed shared parking provided will equal or exceed the level that can be expected if parking for each use were provided separately;
6. A parking demand study prepared by an independent traffic engineering professional approved by the City supposed the proposed reduction; and,
7. When a shared parking facility serves more than one property, a parking agreement shall be prepared consistent with the provisions of Section 15-2414-D, Off-Site Parking Facilities for Non-Residential Uses.
8. **Other Parking Reductions**. Required parking for any use may be reduced up to 20% through Planning Commission approval of a Conditional Use Permit, however, the 20% reduction may not be made in addition to any reductions for A) Shared Parking, or B) Transit Accessibility.
9. **Criteria for Approval.** The Planning Commission may only approve a CUP for reduced parking if it finds that:
10. The site is fully developed and it would be infeasible or impractical to provide additional parking;
11. Special conditions – including, but not limited to, the nature of the proposed operation; proximity to frequent transit service; transportation of characteristics of persons residing, working, or visiting the site;
12. The use will adequately be served by the proposed on-site parking; and
13. Parking demand generated by the project will not exceed the capacity of or have a detrimental impact on the supply of on-street parking in the surrounding area.
14. **Parking Demand Study.** In order to evaluate a proposed project’s compliance with the above criteria, a parking demand study shall be prepared by an independent traffic engineering professional approved by the City that substantiates the basis for granting a reduced number of spaces and includes any of the following information:
15. Total square footage of all uses within existing and proposed development and the square footage devoted to each type of use.
16. A survey of existing accessibility via a defined pedestrian path (i.e. sidewalk) to on-street parking within 350 ft. of the project site.
17. Parking requirements for the net change in square footage and/or change in use, based on the requirements of Sections 15-2408 and 15-2409.
18. Estimated net change in parking demand between existing and proposed development, using any available existing parking generation studies from the Institute for Transportation Engineers (ITE) or other sources. If appropriate parking demand studies are not available, the City may require the applicant to conduct a parking demand survey of a development similar to the proposed project.
19. Comparison of proposed parking supply with parking requirements and net change in parking demand.
20. A shared parking analysis, as appropriate.
21. A description of possible Transportation Demand Management measures, such as preferential carpool spaces; telecommuting or staggered work shifts; provision of transit passes or other transit incentives for residents, employees, and/or students; incorporation of spaces for car share vehicles, bicycles or other measure that could result in reduced parking demand.
22. Other information as required by the City.
 |
|  | Do any of the reductions apply to the project? | [ ] Yes [ ]  No [ ] Not applicable If no, then skip to **section E**. |
|  | **Proposed Parking, with Reductions** | **Does proposed parking meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the proposed parking is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the parking is within the requirement.* |
| E. Location of Parking |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Location on Same Parcel.* Required parking shall be located on the same parcel as the uses served, unless otherwise provided by this article.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Front and Street-Side Setbacks*. No parking spaces shall be located within the front or street side setback areas. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | *Off-site Parking Facilities for Non-Residential Uses.* Parking facilities of uses other than residential use (not including mixed-use projects), may be provided off-site with approval of a CUP if the following is provided:  |
|  | **1.** The off-street parking is proposed in a district that permits that proposed use that the parking is serving. A parcel may not house parking for a use that is not permitted on the site; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** The parking site is located within 400 ft. of the use; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** The site is along an improved pedestrian route that connects to the principal entrance containing the use(s) for which the parking is required; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** On the same side of the street, across an alley, or across a local street; and | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** There is a written agreement between the landowner(s) and the City in the form of a covenant guaranteeing among the landowner(s) for access to and use of the parking facility that the spaces will be maintained and reserved for the uses served for as long as such uses are in operation.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| F. Requirements for Parking Lot Trees |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Shading Required.* Provide one tree for each two parking spaces, unless it can be demonstrated to the satisfaction of the Review Authority that less trees can be provided and 50 percent parking lot shading would still be met.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Shade may be provided by canopies, shade structures, trees, or other equivalent mechanism. If shade is provided by trees, the amount of required shading is to be reached within 15 years. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** *Distribution.* Trees shall be distributed relatively evenly throughout the parking area.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** *Species*. Required trees for parking lots shall be selected from a list maintained by the City. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** *Size.* All trees shall be a minimum 15-gallon size with a one-inch diameter as measured 48 in. above natural grade. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **Required Number of Trees** | **Proposed Number of Trees** | **Does proposed number of trees meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required number of trees is for your project.* | *Here you will put what the proposed number of trees is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the proposed number of trees is within the requirement.* |
| G. Shopping Cart Collection Areas |
|  | When there are businesses that utilize shopping carts, including grocery and home improvement stores, shopping cart storage areas shall be provided throughout the parking lots. Stores that do not allow shopping carts to be taken out of the store are excepted. Shopping cart collection areas shall comply with the following: |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Collection areas shall consist of a corral surrounded by a 6 inch concrete curb to prevent carts from straying into pedestrian and automobile paths; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Highly visible signage shall be provided to mark a collection area’s location; and  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Collection areas shall be distributed throughout the parking lot. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** Additional outdoor collection areas shall be provided proximate to the store and shall be screen with a 4 ft. wall. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| H. Required Parking for Bicycles |
|  | Requirements |
|  | Refer to section 15-2429-D, Required On-Site Bicycle Parking Spaces, to determine the required amount of bicycle parking stalls.  |
|  | **Required Bicycle Parking** | **Proposed Bicycle Parking** | **Does proposed parking meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required bicycle parking is for your project.* | *Here you will put what the proposed bicycle parking is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the bicycle parking is within the requirement.* |
| I. Required Number of Showers and Changing Rooms |
|  | **This section is applied only in the O District.** If your project is not within the O District, move to section J, Required Loading Spaces.  |
|  | Requirements |
|  | In the O District, showers and changing room(s) for employees that engage in active modes of transportation are required per the following standards:1. *Requirement Thresholds*. New office development greater than 20,000 sq. ft. The 20,000 sq. foot minimum applies to single buildings.
2. *Number of showers Required*. Refer to Table 15-2429-C-2.

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|  | **Required Number of Employee Showers** | **Proposed Number of Employee Showers** | **Does proposed number of employee showers meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required number of employee showers is for your project.* | *Here you will put what the proposed number of employee showers is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the number of employee showers is within the requirement.* |
| J. Required Loading Spaces |
|  | Requirements |
|  | Loading spaces are required when a building is to be occupied by a manufacturing establishment, storage facility, warehouse facility, retail store, eating and drinking, wholesale store, market, hotel, hospital, mortuary, laundry, dry-cleaning establishment, or other use similarly requiring the receipt of distribution by vehicles or trucks of material or merchandise per Table 15-2430-A when any of the following are met:1. Every new building
2. When a building is enlarged by 20 percent or more or 2,500 sq. ft., whichever is less. The standard shall be cumulative from the date of adoption of this code
3. There is a Change of Occupancy as defined by the Building Code.

 |
|  | **Required Number of Loading Spaces** | **Proposed Number of Loading Spaces** | **Does proposed number of loading spaces meet requirement?** | **If the project does not meet the requirement, what needs to be changed?** |
|  | *Here you will put what the required number of loading spaces is for your project.* | *Here you will put what the proposed number of loading spaces is for your project.* | [ ] Yes [ ]  No[ ] Not applicable  | *Here you will put any notes on how to modify project so that the number of loading spaces is within the requirement.* |
| K. Loading Bays |
| **Is the project a commercial/office district (or any non-residential district) that abuts a residential district?** | [ ] Yes [ ]  No**If no, skip to next section, Parking Area Development Standards.** |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** Loading bays and roll-up doors shall be painted to blend with the exterior structure walls and generally located on the rear of the structure. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | Areas for loading and unloading shall be designed to avoid potential adverse noise, visual, air quality, and illumination impacts on neighboring residences. These areas shall be concealed from view of the public and adjoining land uses. Concealment and screening may be accomplished by use of any of the following, subject to the review and approval: |
|  | **2a**. Design structures to enclose the loading and unloading service areas thereby providing for their concealment; or | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2b.** A perimeter 8 ft. high solid grout walls for depressed loading areas, 12 ft. for at-grading loading areas, to be architecturally coordinated with the main structures and on-site landscaping. Additional heights may be required to mitigate noise. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Loading bays shall have signage requiring drivers to limit idling to 5 minutes or less. | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** When it is not possible or desirable to locate the loading/unloading facilities at the rear of the structures, the loading docks and loading doors shall be located on the side of the structures and shall be screened from the public street rights-of-way by a suitable combination of walls and landscaped berms. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| L. Parking Garages |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *Step-Back Provisions*. A parking garages that does not incorporate ground-floor non-residential or residential use or is not otherwise screened or concealed at street frontages on the ground level, must provide a landscaped area at least 15 ft. wide between the parking garage and public street and shall set back an additional 2 ft. for every story above 2. If there is another building between the parking garage and the public street, this subsection shall not apply.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *Rooftop Planting.* Uncovered parking on the top level of a parking structure shall have rooftop planters with a minimum dimension of 24 inches around the perimeter of the top floor which is visible from a public street. Shrubs shall be visible.  | [ ] Yes [ ]  No[ ] Not applicable  |  |

**PARKING AREA DEVELOPMENT STANDARDS**

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| --- |
| A. Electric Vehicle (EV) Parking |
|  | Office and Commercial Districts |
|  | **Requirements:** | **Does project meet requirement?** | **If project does not meet requirement, what needs to be changed?** |
|  | **1.** *For parking lots with less than 250 spaces.* Refer to the California Building Code.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** *For parking lots with 250 spaces or more.* Per the California Building Code or the following, whichever shall provide the greater amount of EV spaces: i. There shall be one vehicle charging station for every 250 spaces.ii. At least one space shall be 15 ft. in width.iii. Signage shall clearly state that spaces are to be used for actively charging vehicles only.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
| B. Motorcycle Parking |
|  | **1.** Motorcycle parking may substitute for up to 5% of required automobile parking.  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** Each motorcycle space must be at least 4 ft. wide and 7 ft. deep. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| C. Tandem Parking |
|  | **1.** Does tandem parking satisfy the off-street parking requirement? | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** No more than 2 vehicles shall be placed one behind the other; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Both spaces shall be assigned as employee only parking for a non-residential establishment. Tandem parking under this scenario shall be for the same establishment; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **4.** Tandem parking to meet required parking for a multi-family development shall be located within an enclosed structure or a parking structure and the number of tandem parking spaces shall not exceed 50% of the total number of spaces; | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **5.** Tandem parking shall not be used to satisfy the parking requirement for guest parking; and,  | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **6.** Tandem parking to meet required parking for non-residential uses may be used for employee parking and the number of tandem parking spaces shall not exceed 25% of the total number of spaces. | [ ] Yes [ ]  No[ ] Not applicable  |  |
| D. Stacked Parking |
|  | **1.** Stacked or valet parking is allowed for non-residential uses if an attendant is present to move the vehicles. Does the project proposed the given requirement? | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **2.** If stacked parking managed by an attendant is used for required parking spaces, the property owner shall enter into an agreement in the form of a covenant with the City ensuring that an attendant will always be present when the lot is in operation. Does the applicant have a covenant with the city, if applicable? | [ ] Yes [ ]  No[ ] Not applicable  |  |
|  | **3.** Stacked parking shall not account for more than 50% of the required parking. | [ ] Yes [ ]  No[ ] Not applicable  |  |

 **PARKING ACCESS**

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| --- | --- | --- | --- |
|  | **Section** | **Requirement** | **Does project fulfill this requirement?** |
|  | Shared Vehicle and Pedestrian Access | Whenever possible, new Commercial development shall provide shared vehicle and pedestrian access to adjacent non-residential properties for convenience, safety, and efficient circulation. A joint access agreement in the form of a covenant shall be recorded ensuring that access will be maintained. The following exceptions shall apply: 1. If either site is developed and there is no feasible location to gain access, the Director may waive this condition; however, the removal of excess parking may not be considered a barrier to gaining access.
2. Shared access shall not be required for development in areas with a highly interconnected street grid, short blocks (less than 500 ft. on average), and a complete sidewalk network.
 | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Forward Entry | Parking lots shall be provided with suitable maneuvering room so that all vehicles therein may enter an abutting street in a forward direction.  | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Distance from Driveways on Local Streets | Parking spaces shall not be located within 20 ft. of an access driveway, measured from the property line.  | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Distance from Driveways on Major Streets  | Parking spaces and drive aisles shall be configured in such a way as to promote smooth flow of traffic onto the site of adjacent streets. The length of driveways or “throat length” shall be designed to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation. Entrance designs shall be subject to approval by the City Engineer.  | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Commercial Developments that Exceed 10 Acres | Drive entrances to centers that are 10 acres or larger shall generally provide a driveway length of 100 ft. prior to the first parking stall.  | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Alleys | For Non-Residential access, parking spaces shall provide a backup area of 27 ft.  | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Size of Parking Spaces and Maneuvering Aisles | Parking spaces and maneuvering aisles shall meet the minimum dimensions as may be established by the Public Works Director. | [ ] Yes [ ]  No[ ] Not applicable  |
|  | Parking Spaces Abutting a Wall or Fence | Each parking space adjoining a wall, fence, column, or other obstruction higher than 0.5 ft. shall be increased by two ft. on each obstructed side, provided that the increase may be reduced by 0.25 ft. for each one foot of unobstructed distance from the edge of required aisle, measured parallel to the depth of the parking space. | [ ] Yes [ ]  No[ ] Not applicable  |
|  | **Proposed changes for sections where requirements were not met:** |
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**SUMMARY AND OTHER COMMENTS**

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**ATTACHMENTS:**