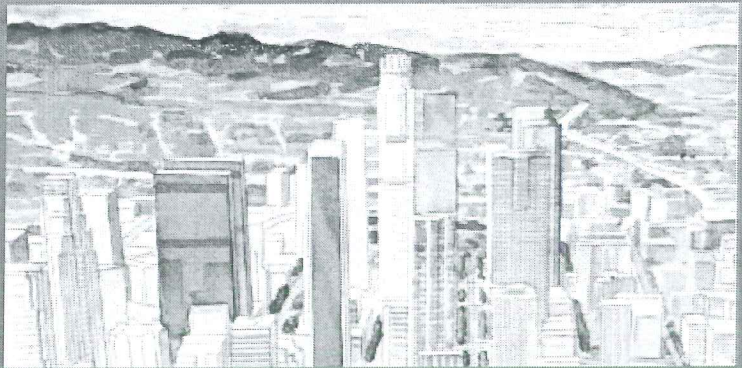


DOWNTOWN DESIGN GUIDE

CITY OF LOS ANGELES

CHECKLIST FOR PROJECT SUBMITTAL



1. APPLICANT INFORMATION

Name (Full): _____ Case Number: _____

Address: _____ Zip Code: _____

Phone Number: _____ Zone: _____

Project Description (Provide a brief description of the project):

Neighborhood District: _____ Retail Street (Y/N): _____

INSTRUCTIONS

Submit a completed copy of this checklist with the Master Land Use Application.

Referring to the Downtown Design Guide, available on www.cityplanning.lacity.org, complete this checklist with respect to the proposed project. For any "No" or "N/A" marks, applicant must supply a written justification at the end of the checklist or as an attachment.

- | Y | N | N/A | |
|---|-------------------------------------|-------------------------------------|--|
| | | | <input type="checkbox"/> 2. SUSTAINABLE DESIGN |
| | | | A. Neighborhood Design |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. Supports walkability through sensitive design of the site, building, and streetscape. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 2. Designs all projects as transit-oriented developments (TODs) that encourage residents, tenants and visitors to use transit. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 3. Orients projects to provide convenient access to the nearest transit options (Metro rail or bus, DASH) wherever possible. |
| | | | B. Street and Alley Design |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. Designs sidewalks including street trees, parkways, tree wells, and paving to collect stormwater runoff. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 2. Designs alleys and paseos to collect stormwater where feasible. |
| | | | C. Site and Landscape Design |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. Incorporates on-site landscape elements that reduce energy use and enhance livability. |
| G | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. Considers providing a green roof to reduce solar gain (which contributes to the urban heat island effect) and to reduce the quantity of water entering the storm drain system. |
| | | | D. Building Design |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> 1. Complies with the City's Green Building Ordinance. |
| S | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 1.a. If project has an Owner Participation Agreement with the CRA/LA, achieves LEED Silver certification. |
| G | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 2. If project includes a hotel, participates in the California Green Lodging Program. |
| G | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 3. Re-uses and integrates existing structures into new projects to retain the architectural fabric of Downtown, wherever possible. |
| S | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> 4. If project preserves and rehabilitates historic structures, complies with the Secretary of the Interior's Standards for Rehabilitation. |

Y N N/A

3. SIDEWALKS AND SETBACKS

A. Sidewalks

Walkability and Accommodation of a Variety of Uses

- S 1. If building projects over required sidewalk easement, projects at height of at least 40' or less than 5' to accommodate street trees. (Excepting projections permitted in public ROW by the Municipal Code, such as signs, canopies, and awnings.)
- S 2. Provides a minimum 6' continuous path of travel.
- S 3. Provides an 18-24" wide access zone next to the curb, which includes the 6" curb and 12" wide granite or brick edge band adjacent to the back of curb.
- S 4. If project includes outdoor dining, maintains a minimum 6' wide continuous path of travel.

Landscaped Parkways

- S 5. Provides continuous landscaped parkways (except in the Historic Downtown, adjacent to bus stops, and in other locations determined by staff to be inappropriate for parkways).
- G 5.a. Designs continuous landscaped to collect and retain or treat runoff from, at a minimum, the sidewalk and, if approved by the Bureau of Engineering, adjacent on-site, ground level open space during a storm event producing 3/4 inch of rainfall in a 24-hour period.
- S 6. Provides one walkway for every one or two parking spaces, or provides other means of access through the parkway to curbside parking, where there is curbside parking.
- S 7. If parkway is designed to collect stormwater from the sidewalk only, designs parkway to be directly behind the access zone and:
a). a minimum of 7' wide where the required sidewalk width is 15' or more;
b). 6' wide where the required sidewalk width is more than 10' but less than 15'; and
c). 4' wide where the required sidewalk width is 10'.
- S 8. Sets elevation of the parkways within 2' of the sidewalk pavement within a few inches of the sidewalk elevation.
- G 8.a. Designs the center 2' or 3' of the parkway to be depressed 3-4" to form a shallow swale to collect sidewalk stormwater or alternative means of storing runoff, such as gravel sumps within the parkway, may be provided.
- S 9. Allows for roots of trees planted in the parkway to not be restricted by concrete curbs, root barriers or other means, so that roots may extend throughout the parkway and support a large, healthy tree canopy.
- S 10. If parkways are designed to collect stormwater from the street as well as from the sidewalk, they shall be designed according to the Bureau of Engineering Green Streets guidelines or standards. However, if trees are required to be planted in separate tree wells, rather than in the parkways, they shall be planted as described in the provisions for tree wells in the next section.

Street Tree Plantings

- S 11. If trees are not planted in continuous landscaped parkways with the opportunity for unrestricted root growth, trees are planted in large trees wells that are at least:
a). 10' long and a minimum of 7' wide where the required sidewalk width is 15' or more;
b). 6' wide where the required sidewalk width is more than 10' but less than 15'; and
c). 4' wide where the required sidewalk width is 10'.
- S 12. If tree wells have less than 100 square feet of surface area, provides gap-graded soil under the entire sidewalk as specified in Section IX and Appendix B.
- S 13. If average 24' wide sidewalks are required by the Downtown Street Standards (through a combination of dedication and easement), designs at least 50% of a project's frontage to have sidewalks at least 22' wide and provides a second row of street trees aligned with those in the parkway zone. Plants the interior row of trees in large tree wells.
- S 14. If tree wells and parkways would conflict with existing basements, underground vaults, historic paving materials, or other existing features that cannot be easily relocated, modifies the tree well and parkway design to eliminate such conflicts.

B. Setbacks

- S 1. If project is on a Retail Streets, as defined in Figure 3-1 (see page 14 of Design Guide), and adjacent to ground floor space designed for retail use in other locations, locates the building street wall (as defined in Table 6-1) at or within a few feet of the back of the required average sidewalk width.
- S 2. If project is adjacent to ground floor space designed for other uses, designs building to be set back from the back of the required sidewalk to provide a buffer between the sidewalk and building as specified in Table 3-1.

ct/Neighborhood	Retail	Professional Office/Live Work	Residential with Individual Entries on Street
Civic Center	0'0-10'	5'0-15'	5'5-20'
Civic Center South	0'0-5'	3'0-10'	5'3-15'
Historic Downtown	0'	0'	0'
Little Tokyo	0'0-3'	2'0-5'	5'3-15'
Bunker Hill	0'0-5'	3'0-15'	6'4-16'
Financial Core	0'0-3'	2'0-5'	6'4-12'
South Park	0'0-5'	2'0-5'	6'4-12'
City Markets	0'0-3'	2'0-10'	5'4-16'

Table 3-1: Permitted Street Wall Setbacks from Back of Required Sidewalk (Min. Average/Min.-Max. Range)

	Y	N	N/A	
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Varies setback to respond to building function and to create visual interest.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Varies treatment of the setback required in Table 3-1 according to ground-floor use:
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. If adjacent to retail, designs setback (if any, and which may be used for outdoor dining or other commercial activities) to be primarily hardscape.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. If adjacent to live-work space, designs the average two-foot setback to include a little landscaping, which may be in pots or raised planters.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6a. If adjacent to ground-floor residential units with individual entries on the street, designs the minimum average 5-foot or 6-foot setback to be primarily landscaped, (which may include walkways, porches, raised planters, other solid walls up to 3 feet above sidewalk elevation, and transparent fences {e.g., wrought iron, tubular steel, glass} up to a height of 5 feet above sidewalk elevation).
S	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6b. If the Reviewing Agency determines that the active ground floor treatment required in Section 4 is not feasible, provides a minimum average 5-foot setback which is densely landscaped.
			<input type="checkbox"/>	4. Ground Floor Treatment
			<input checked="" type="checkbox"/>	A. Ground Floor Treatment Along Retail Streets
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. If project is in Historic Downtown, complies with Historic Downtown Los Angeles Design Guidelines for ground floor treatment.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. If project is on a Retail Street, designs ground floor space with a linear frontage equal to at least 50% or 75% of street frontage, as specified in Figure 3-1, to accommodate retail, professional office, and live-work uses.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Designs ground floor space within 150' of an intersection specifically for retail uses.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3a. Designs mid-block ground floor space for retail, professional office, and live-work uses.
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Where Retail Streets intersect other streets, the ground floor retail space wraps the corner onto the intersecting streets.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. If project provides ground floor retail space on streets that are not designated as Retail Streets in Figure 3-1, the ground floor retail space complies with these standards and guidelines.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Locates required ground floor retail space along the required street wall (see Section 6) or along a courtyard or plaza, provided the retail frontage is not more than 60 feet from the back of sidewalk and is visible from the sidewalk.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Provides required ground floor retail space to a depth of at least 25 feet from the front façade and includes an average 14'-0" floor-to-ceiling height. (Note that the ground floor retail space may be occupied by other uses initially, but will be available for retail uses in the future when there is demand for such uses.)
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Provides the primary entrance to each street-level tenant space that has its frontage along a public street from that street.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Provides the primary entrance to each street-level tenant that does not have its frontage along a public street from a pedestrian paseo, courtyard or plaza, which is connected to the public street.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Designs wall openings, such as storefront windows and doors, to comprise at least 75% of a building's street level façade.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Uses clear glass for wall openings, i.e., doors and windows, along all street-level façades for maximum transparency, especially in conjunction with retail uses. Does not use dark tinted, reflective or opaque glazing for any required wall opening along street level façades.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Provides open-wall storefronts during hours of operation.

Y N N/A

B. Ground Floor Treatment Along Other Streets

- | | | | | |
|---|-------------------------------------|--------------------------|-------------------------------------|---|
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Along other streets, designs at least 75% of the ground floor street frontage to accommodate the following uses: retail, cultural, professional office, live/work units, residential units with individual entries along the street, and/or other active space such as recreation rooms or common rooms. |
| G | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Designs the ground floor treatment of those uses, except residential units with individual entries, to be similar to that of retail space, except that wall openings shall comprise at least 50% of the street level façade. |
| G | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 3. Residential units with individual entries include windows on the ground floor that look out onto the street. |
| S | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 4. If a residential unit's individual entry along the street is the unit's primary entry, it is accessible (that is, at the same elevation as the sidewalk). |
| S | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 5. If a residential unit's individual entry along the street is a secondary entry, the entry and any private outdoor space for the unit is not more than 4 or 5 steps above the sidewalk elevation. Private outdoor open space for the unit is be directly accessible from the unit (that is, at the same elevation). |

C. Ground Floor Treatment Along All Streets

Street Orientation

- | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|--|
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Locates a building's primary entrance (defined as the entrance which provides the most direct access to a building's main lobby and is kept unlocked during business hours) on a public street or on a courtyard, plaza or paseo that is connected to and visible from a public street. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Locates at least one building entrance, which provides access to a building's main lobby and which is kept unlocked during business hours, on a public street. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Provides at least one building entrance, which may be either a building or tenant/resident entrance, along each street frontage. |
| G | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. Provides more public entrances than the minimum specified, including building and/ or tenant/ resident entrances. |

Pedestrian-Oriented Scale

- | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|---|
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. Project utilizes street wall massing, articulation and detail, street level building entrances and storefront windows and doors, as well as the use of quality materials and decorative details, to promote pedestrian-scaled architecture along the street. |
| G | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. Project utilizes architectural features that reinforce the retail character of the ground street wall and/or help define the pedestrian environment along the sidewalk, such as canopies, awnings, and overhangs. (These features should be integral to the architecture of the building.) |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. Fabricates awnings and canopies from woven fabric, glass, metal or other permanent material compatible with the building architecture. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7a. Does not include internally illuminated, vinyl awnings. |

"Back of House" Uses

- | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|--|
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. Does not locate electrical transformers, mechanical equipment and other equipment along the ground floor street wall. |
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. Does not locate electrical transformers, mechanical equipment, other equipment, enclosed stairs, storage spaces, blank walls, and other elements that are not pedestrian-oriented within 100 feet of the corner on north-south streets and within 50 feet of the corner on east-west streets. |

5. PARKING AND ACCESS

A. All Parking and Access

Minimize Parking, Loading, Vehicular Circulation Visibility

- | | | | | |
|---|-------------------------------------|--------------------------|-------------------------------------|---|
| S | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Integrates project's required parking into the project it serves. Designs public parking as either a freestanding structure or integrated into a project, provided it is clearly signed as public parking. |
| G | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Designs project so that no parking or loading is visible on the ground floor of any building facade that faces the street except for the minimum ground-level frontage required for access to parking and loading. |
| S | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 3. Designs parking, loading or circulation located above the ground floor to be:
1) lined by habitable floor area along all street frontages or,
2) if the project sponsor demonstrates that it is not feasible to line the parking with habitable space above the ground floor, integrates parking into the building façade. |

Y N N/A

S 4. If parking above the ground floor that is not lined with habitable space is permitted, includes a maximum three parking levels fronting on a public street above the ground floor (provided parking levels are integrated into the design of the building façade and at least one habitable floor is provided directly above the visible parking levels).

S 5. Does not include drive-through aisles for fast food or similar use.

Drop-Off Areas

S 6. If providing a drop-off area, including residential, hotel and restaurant drop-off, provides it:
1) within the off-street parking facilities using the parking access, or
2) along the required curb line where there is a full-time curbside parking lane, with no sidewalk narrowing.
(Exception: where there is no curbside parking lane and off-street drop-off is not feasible, a hotel may have a drop-off lane up to 80 feet long provided the required sidewalk width is maintained.)

Encourage Alternate Modes of Transportation

S 7. Provides no more than the minimum required parking unless provided for adjacent buildings that lack adequate parking.

S 8. Project sells or rents ("unbundles") parking separately from residential units and commercial spaces in perpetuity.

G 8a. Makes parking that is required for residential use but that is unused and all commercial parking available as public parking during daytime and evenings.

S 9. Provides at least one secure bicycle parking space for every two residential units.

S 9a. Provides secure bicycle parking within 200 yards of a building entrance for at least 10% of commercial and institutional building occupants.

Limit Curb Cuts and Vehicular Entries

S 10. Provides vehicular access from an alley or mid-block on an east-west street where feasible.

S 11. Limits curb cuts and parking/loading entries into buildings to the minimum number required and the minimum width permitted.

S 12. Project shares parking and loading access where feasible.

S 13. Locates parking and loading access a minimum of 25 feet from a primary building entrance, pedestrian paseo, or public outdoor gathering area. (This guideline shall not apply to a hotel porte cocheres.)

S 14. Installs a visual/audible alarm where a vehicular exit from a parking structure is located within 5 feet of the back of sidewalk to warn pedestrians and cyclists of exiting vehicles.

B. Stand-Alone Parking Structures
Architectural Treatment

S 1. Designs parking structures to have an external skin that improves the building's appearance over the basic concrete structure of ramps, walls and columns. This can include heavy-gage metal screen, pre-cast concrete panels, laminated glass or photovoltaic panels.

G 2. Parking structures integrate sustainable design features, such as photovoltaic panels (especially on the top parking deck), renewable materials with proven longevity, and stormwater treatment wherever possible.

S 3. Locates vertical circulation cores (elevator and stairs) on the primary pedestrian corners and highlights them architecturally so visitors can easily find and access these entry points.

4. Treats the ground floor along public streets as specified in Section 4:

S a). If on Retail Streets, provides active ground floor uses along the street frontage of the garage;

G b). If on other streets, the ground floor treatment provides a low screening element that blocks views of parked vehicle bumpers and headlights from pedestrians using the adjacent sidewalk.

G 5. Integrates signage and wayfinding into the architecture of the parking structure.

S 6. Integrates the design of public art and lighting into the architecture of the structure to reinforce its unique identity. (This is especially important for public parking structures to aid in visitors finding them upon arrival and getting oriented to Downtown.)

G 7. Interior garage lighting does not produce glaring sources towards adjacent residential units, while providing safe and adequate lighting levels per code.

	Y	N	N/A	
				Landscape Treatment
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Streetscape and landscaping complements the building design. (If a parking structure is well-designed, it does not need to be screened by dense landscaping in an urban setting.)
S	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. If the reviewing agency determines that conformance with the architectural design standards and guidelines in 5.A. is not feasible, screens the unattractive parking structure with landscaping.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Provides a "green screen" that is coordinated with the building design, along with the required streetscape improvements.
S	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11. Alternatively, provides an additional row of evergreen columnar trees in a minimum 8-foot wide setback and staggered with the street trees. The setback and street trees, in combination, screen the parking structure from view.
				C. Alleys and Building Walls Facing Alleys
				Maintain and Enhance Alleys
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Vacates no existing alleys, unless: a). vehicular access to the project is provided only at the former intersection of the alley with the street; b). vacating the alley will not result in the need for additional curb cuts for other parcels on the same block; and, c). an east-west pedestrian paseo at least 20 feet wide will be provided in the middle third of the block as part of the project.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Does not gate any Downtown alleys. Removes existing gates where feasible.
				Use Alleys Primarily for Vehicular Access, Loading and Service
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Purposes most alleys primarily for vehicular access and loading, excepting "pedestrian-priority" alleys, as designated by the Reviewing Agency, which are typically located in the City Markets district.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Provides access to parking from an alley where one exists or can be provided.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. If there is no alley and the project includes frontage on an east-west street, provides parking access at mid-block on the east-west street.
				Access to Utilities and Mechanical Equipment
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6. Locates access to electrical transformers on an alley where one exists or can be provided.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6a. If located adjacent to a sidewalk, transformer is screened and incorporated into the building to read as a storefront or office.
				Building Walls that Face Alleys
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Designs building walls that face alleys to be visually attractive, although they may be designed more simply than street-facing facades.
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. If parking levels are visible, designs them to alleviate the horizontality and lack of articulation and to screen lighting from the public rights-of-way and surrounding residential units, as described in the prior discussion of free-standing parking structures.
				Ensure Residents are not Adversely Impacted by Use of Alleys
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9. Requires each home buyer and renter in the Downtown to sign a statement acknowledging that: a). Sound levels may be higher than in other locations due to traffic on streets and alleys, street activity, ground floor uses, vehicular loading, and trash collection; b). There will be additional development all around them; c). Alleys will be used as the primary access to all parking in the Downtown and for loading, utilities and trash collection.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10. Does not locate residential units on the ground floor adjacent to alleys, in order to reduce light, glare, and noise concerns.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11. Designs residential units to maintain interior sound levels, when windows are closed, at below 45 dB. (Because the exterior sound level may exceed 60 dB, measures in addition to conventional construction are suggested to meet the interior standard, including: a). Use of 1/4" laminated or double glazing in windows b). Installation of rubberized asphalt in the alleys.)
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12. Subject to approval by BOE, installs permeable paving to infiltrate storm water and eliminate standing water.

Y N N/A

6. MASSING AND STREET WALL

A. Massing

- S 1. Breaks large projects into a series of appropriately scaled buildings so that no building is more than 300 feet in length. Provides a passageway at least 20 feet wide between buildings.
- G 2. Maintains a consistent street wall along buildings' street frontages. (While variety in massing can occur through step-backs as a building ascends upward, it is not required.)
- G 3. Does not feature monolithic slab-like structures that wall off views and overshadow the surrounding neighborhood.
- S 4. Provides a 3-D digital model in Google Earth SketchUp format to assist staff in understanding the proposed massing of a project.

B. Street Wall

- S 1. Locates street walls in relationship to the back of sidewalk as specified in Table 3-1.
- S 2. 90% of a building's street walls have the minimum number of stories specified in Table 6-1. (Walls above the ground floor that step back less than 15 feet from the ground floor street wall are considered to be part of the street wall.)
- G 3. Step backs judiciously applied to minimize disruption of the overall street wall. Buildings may, but are not required to, step back above the minimum height required along the street.
- G 4. Limits breaks in the street wall to those necessary to accommodate pedestrian pass-throughs, public plazas, entry forecourts, permitted vehicular access driveways, and hotel drop-offs.
- G 5. Provides an identifiable break between a building's retail floors (ground level and, in some cases, second and third floors) and upper floors. This break may consist of a change in material, change in fenestration, or similar means.

C. Spacing

- S 1. Provides a space of at least 80 feet between the portion of a tower above 150 feet and all existing or possible future towers, both on the same block and across the street, except where:
 - a) the towers are offset (staggered),
 - b) the largest windows in primary rooms are not facing one another, or
 - c) the towers are curved or angled, as illustrated in Figure 6-2.
 (Where there is an existing adjacent tower, the distance should be measured from the wall of the existing adjacent tower to the proposed tower. Where there is no existing adjacent tower, but one could be constructed in the future, the proposed tower must be 40 feet from an interior property line and 40 feet from the alley center line shared with the potential new tower as shown in Figure 6-2.)
- S 2. Designs project so that the shortest horizontal distance between the specified window of one residential unit and the specified window or wall of another residential unit in the same project shall have, at a minimum, the "line-of-sight" distances from the middle of the windows specified in Table 6-2 below.
- S 3. Installs operable windows in all dwelling units to provide natural ventilation.

District/Neighborhood	Minimum Percent of Project Frontage to be Lined with Building Street Wall at Back of Setback		Minimum Street Wall Height
	Retail Streets	Other Streets	Stories
Civic Center	N/A	N/A	N/A
Civic Center South	80%	70%	75' (6)
Historic Downtown	95%	95%	75' (6)
Little Tokyo	90%	80%	35' (3)
Bunker Hill	75%	65%	35' (3)
Financial Core	80%	70%	75' (6)
South Park north of Pico	80%	70%	45' (4)
South Park south of Pico	80%	70%	35' (3)
City Markets	75%	65%	25' (2)

Table 6-1: Building Street Wall Characteristics

	Primary Room - Largest Window	Secondary Rooms - Largest Window	Blank Wall
Primary Room - Largest Window	40'	-	-
Secondary Room Largest Window	30'	15'	-
Blank Wall	20'	15'	10'
Public Corridor	8'	0'	0'
Side Property Lines	20'	setback	setback

Table 6-2: Minimum Line-of-Sight Distances Between Units

Y N N/A

D. Towers

Tower Massing

- G 1. Designs tower massing to reduce overall bulk and to appear slender.
- S 2. Towers may extend directly up from the property line at the street and are not required to be setback.
- G 3. Tower siting and massing maintains key views to important natural and man-made features.

Tower Form

- G 4. Designs tower(s) to achieve a simple faceted geometry (employing varied floor plans), and exhibit big, simple moves. They do not appear overwrought or to have over-manipulated elements.
- G 5. Towers that emulate a more streamline modern style (such as a Mies van der Rohe tower employing a single floor plan) provide variety through subtle details in the curtain wall, and the articulation of a human- scaled base at the street level.
- G 6. If a project has more than one tower, they are complementary to each other and employ the same architectural design approach.
- G 7. If building is over 150' tall (the historic datum for Downtown) it is not historicized. (Buildings over 150' are contemporary interventions in the skyline and should appear as such.)
- G 8. Designs tower's primary building entrances at a scale appropriate to the overall size and design of the tower and marks them clearly.
- G 9. Delineates the building's top with a change of detail to meet the sky with a thinner form, or tapered overhang.

7. ON-SITE OPEN SPACE

Publicly Accessible Open Space

- S 1. Project utilizes 50% reduction in required open space incentive by including open space that is:
a). Located at the ground level;
b). Open to the public during daylight hours;
c). At least 5,000 square feet in size;
d). Lined with ground floor spaces designed for retail, especially restaurants that include outdoor dining, and/or cultural uses, along at least 20% of its frontage;
e). At least 40% landscaped, including usable lawn or lawn alternative; and includes at least one gathering place with fountain or other focal element.
- G 2. If block is longer than 400 feet (the north-south dimension of most Downtown blocks exceed 400 feet), and project includes more than 300 feet of frontage, or is located in the middle of the block, provides one mid-block pedestrian pathway or paseo, which is open to the public.
- S 3. If providing a paseo, the paseo:
a). Is at least 15' wide at a minimum and 20' wide average;
b). Has a clear line of sight to the back of the paseo, gathering place, or focal element;
c). Is at least 50% open to the sky or covered with a transparent material;
d). Is lined with ground floor spaces designed for retail, especially restaurants, and/or cultural uses along at least 50% of its frontage; and
e). Includes at least one gathering place with a fountain or other focal element.

Resident-Serving Open Space

- S 4. Provides site landscaping and residential open space as required by Section 12.21.G. of the Zoning Code, except as follows:
- S 5. At least 50% of the required trees are canopy trees that shade open spaces, sidewalks and buildings.
- S 6. If the reviewing agency determines that the required trees cannot be accommodated on-site, required trees are planted off-site in the following locations in order of preference: nearby streets, public parks and private projects. (Variances from the required number of trees are not permitted.)

Hierarchy of Common Open Spaces

- S 7. Locates on-site open space types in relation to the street and permits public access during normal business hours as specified in Table 7-1 (on the next page).

Table 7-1: Open Space-to-Street Relationship and Public Access Requirement

Open Space Type	Location	Connection to Street	Public Access
Residential Setbacks	street level	private with visual access	not required
Paseos	street level*	direct connection required	required
Entry Forecourts	street level*	direct connection required	required
Courtyards	street level or above grade	direct connection not required	not required
Plazas	street level*	direct connection required	required
Roof Terraces	above grade or rooftop	direct connection not required	not required

* - Minor deviations of up to 2 vertical feet from sidewalk level are permitted.

Y N N/A

Outdoor Activity Amenities

- S 8. Provides landscaping and seating in each open space type as specified in Table 7-2. Planters, planter boxes and similar planting containers may count toward this requirement.
- G 9. Incorporates amenities in plazas and courtyards beyond the minimum required, including permanent and/or temporary seating, to facilitate their enjoyment and use. Seating is placed with consideration to noontime sun and shade; deciduous trees should be planted as the most effective means of providing comfortable access to sun and shade.

Table 7-2: Landscaping and Seating

Open Space Type	Minimum Planted Area	Minimum Seating
Paseos	10%	1 seat per 2,000 SF
Courtyards	25%	1 seat per 500 SF
Plazas	25%	1 seat per 500 SF
Roof Terraces	25%	None specified

Landscape Elements

- S 10. On roof terraces, incorporates trees and other plantings in permanent and temporary planters that provide shade, reduce reflective glare, and add interest to the space.
- S 10.a. Provides permanent and temporary seating placed with consideration to sun and shade, and other factors contributing to human comfort.
- G 11. Landscape elements support an easy transition between indoors and outdoors through such means as well-sited and comfortable steps, shading devices and/or planters that mark building entrances, etc.
- G 12. Landscape elements establish scale and reinforce continuity between indoors and outdoors space.
- S 12.a. Provides mature canopy trees within open spaces, especially along streets and required setbacks.
- G 13. Landscape elements provide scale, texture and color. A rich, coordinated palette of landscape elements that enhances the Development Site's identity is encouraged.
- G 14. Landscaping is used to screen or break up the mass of blank walls. For example, trees and shrubs may be planted in front of a blank wall where there is room or vines may be trained on the wall where space is limited.

E. Containment of Open Space

- S 15. Contains open space along a minimum percentage of its perimeter by building and/or architectural features as specified in Table 7-3.

Table 7-3: Containment of Open Space

Open Space Type	Minimum Containment
Paseos	2 sides
Entry Forecourts	2 sides
Courtyards	3 sides
Plazas	1 side
Roof Terraces	none

Y N N/A

8. ARCHITECTURAL DETAIL

A. Horizontal Variation

- G 1. Does not include extensive blank walls that detract from the experience and appearance of an active streetscape.
- G 2. Horizontal variation is of an appropriate scale and reflects changes in the building uses or structure.
- S 3. Varies details and materials horizontally to provide scale and three-dimensional qualities to the building.
- G 4. If including a blank street wall facade, which is otherwise prohibited, the design integrates public art or a graphic-based facade that adds scale and interest. Facade is a maximum of four floors high, and has horizontal variation in its surface plane (using cut outs, insets or pop-outs). The design employs different scales of elements as viewed when seeing the entire building massing and as seen by pedestrians at a more intimate scale near the street.
- S 5. Provides well-marked entrances to cue access and use.
- S 5.a. Enhances all public entrances to a building or use through compatible architectural or graphic treatment.
- G 5.b. Main building entrances read differently from retail storefronts, restaurants, and commercial entrances.

B. Vertical Variation

- S 1. Employs a different architectural treatment on the ground floor façade than on the upper floors, and features high quality materials that add scale, texture and variety at the pedestrian level.
- S 2. Vertically articulates the street wall façade, establishing different treatment for the building's base, middle and top) and uses balconies, fenestration, or other elements to create an interesting pattern of projections and recesses.
- S 3. Provides an identifiable break between the building's ground floors and upper floors designed for office or other use. This break may include a change in material, change in fenestration pattern or similar means.
- G 4. In order to respect existing historic datums, the cornice or roof line of historic structures are reflected with a demarcation on new adjacent structures.
- G 5. Employs shade and shadow created by reveals, surface changes, overhangs and sunshades to provide sustainable benefits and visual interest on façades exposed to the sun, where appropriate.

C. Materials

- S 1. Features long-lived and sustainable materials.
- G 1.a. The material palette provides variety, reinforces massing and changes in the horizontal or vertical plane.
- S 2. Uses especially durable materials on ground floor façades.
- G 3. Does not include stucco.
- S 4. Buildings are detailed with rigor and clarity to reinforce the architect's design intentions and to help set a standard of quality to guide the built results.
- S 5. Layers the building skin and provides a variety of textures that bear a direct relationship to the building's massing and structural elements, to provide visual variety and depth.
- G 5.a. The skin reinforces the integrity of the design concept and the building's structural elements, and does not appear as surface pastiche,
- G 6. Layering can also be achieved through extension of two adjacent building planes that are extended from the primary façade to provide a modern sculptural composition.
- G 7. Designs the building's skin to be primarily transparent, especially important for towers.
- G 8. If providing cut outs (often used to create sky gardens) they are at an appropriate scale and provide a comfortable, usable outdoor space.
- S 9. Designs curtain walls with detail and texture, while employing the highest quality materials.
- S 10. Designs the color palette of a building to reinforce building identity and complement changes in the horizontal or vertical plane.

	Y	N	N/A	
				D. Windows and Doors
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Window placement, size, material and style help define a building's architectural style and integrity.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. In buildings other than curtain wall buildings, windows are recessed (set back) from the exterior building wall, except where inappropriate to the building's architectural style. Generally, the required recess may not be accomplished by the use of plant-ons around the window.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Windows and doors are well-detailed where they meet the exterior wall to provide adequate weather protection and to create a shadow line.
				E. Glazing
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. If including ground-floor window and door glazing, it is transparent and non-reflective.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Above the ground floor, both curtain wall and window/door glazing have the minimum reflectivity needed to achieve energy efficiency standards. Non-reflective coating or tints are preferred.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. If design utilizes translucent glazing, uses only a limited amount to provide privacy.
				F. Lighting
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. All exterior lighting (building and landscape) is integrated into the building design, creating a sense of safety, encouraging pedestrian activity after dark, and supporting Downtown's vital nightlife.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Project develops a system or family of lighting with layers that contribute to the night-time experience, including facade uplighting, sign and display window illumination, landscape, and streetscape lighting.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Architectural lighting relates to the pedestrian and accentuate major architectural features.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Landscape lighting is of a character and scale that relates to the pedestrian and highlights special landscape features.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Exterior lighting is shielded to reduce glare and eliminate light being cast into the night sky.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Integrates security lighting into the architectural and landscape lighting system.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.a. Security lighting is not distinguishable from the project's overall lighting system.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Illuminates alleys for both vehicles and pedestrians.
				G. Security Grills and Roll-Down Doors and Windows
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Does not include exterior roll-down doors and security grills, except as noted below.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Subject to approval of the Reviewing Agency, project may include interior roll-down doors and security grilles, provided they are at least 75% transparent (open), retractable and designed to be fully screened from view during business hours.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Subject to approval of the Reviewing Agency, exterior security grilles and roll-down doors may be permitted in the City Markets, provided they are designed to be fully screened from view during business hours.
				H. Minimizing Impacts on Neighbors
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Mechanical equipment is either screened from public view or the equipment itself is integrated with the architectural design of the building.
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Penthouses are integrated with the building's architecture, and do not appear as foreign structures unrelated to the building they serve.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Locates ventilation intakes/exhausts to minimize adverse effects on pedestrian comfort along the sidewalk. Typically locating vents more than 20' vertically and horizontally from a sidewalk and directing the air flow away from the public realm will accomplish this objective.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Screens antennas or satellite dishes.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Lighting (exterior building and landscape) is directed away from adjacent properties and roadways, and shielded as necessary. In particular, no light is directed at the window of a residential unit either within or adjacent to a project.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Reflective materials or other sources of glare (like polished metal surfaces) are designed or screened to not impact views nor result in measurable heat gain upon surrounding windows either within or adjacent to a project.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Other sources of glare, such as polished metal surfaces, shall be designed or screened to not impact views from surrounding windows.

Y N N/A

9. STREETScape IMPROVEMENTS

A. Responsibilities of the City and Other Public Agencies

- S 1. Recognizes the shared use of streets not just for moving traffic, but equally as:
 - a). The front door to businesses that are the economic and fiscal foundation of the City, and
 - b). outdoor open space for residents and workers in a City that is severely lacking in public open space. That is, recognize that all streets on which residential or commercial development is located are "pedestrian-oriented streets" and design and improve them accordingly.
- S 2. Implements the standards and guidelines in this document that pertain to improvements within street rights-of-way, including sidewalk configuration and streetscape improvements.
- S 3. For improvement projects undertaken by public agencies, complies with the Downtown Street Standards and all standards and guidelines in this document, including sidewalk width, sidewalk configuration and streetscape improvements. In the case of sidewalk width, acquisition of rights-of-way or easements from adjacent property may be required.
- S 4. Does not unreasonably burden property owners, developers and business owners with complicated regulations and protracted processes.

B. Responsibilities of the Developer or Lead Public Agency

- S 1. Provides sidewalks, parkways and walkways as specified in Section 3.
- S 2. Installs and maintains the improvements specified in this section.
- S 3. Executes a Maintenance Agreement with the City by which the developer or Lead Public Agency agrees to maintain the streetscape improvements and accepts liability for them.
- S 4. Installs the ornamental street lighting specified in sub-section G and agrees to an on-going assessment by the City to maintain and operate the lights.

C. Sidewalk Improvement where Future Roadway Widening May Occur

- 1. Where:
 - a). a street dedication has been made in the past or is required at the time of development and
 - b). the roadway has not been widened, that portion of the sidewalk located in the potential future widening shall be the Temporary Sidewalk Zone.
- S 2. The Temporary Sidewalk Zone is not be included in the required sidewalk width.
- S 3. Street trees are not planted in the Temporary Sidewalk Zone.
- S 4. On streets where continuous landscaped parkways are required, develops the Temporary Sidewalk Zone as a landscaped parkway. Designs the irrigation so that the portion in the Temporary Sidewalk Zone can be removed without damaging the irrigation in the remaining parkway.
- S 5. On streets where tree wells are required, paves the Temporary Sidewalk Zone as an extension of the permanent sidewalk with an expansion joint at the future back of curb.

D. Curb Extensions and Crosswalks

- S 1. Mid-block crosswalks are provided on all blocks 550' or longer, subject to approval by LADOT.
- S 2. Curb extensions are provided at all corners and mid-block crossings, except at the intersection of two arterial streets (Major or Secondary Highways) and on streets where the curb lane is used as a peak-hour traffic lane, subject to approval by LADOT.

E. Paving Pattern

- S 1. If in the LASED Streetscape Plan area, installs the paving pattern specified in the adopted Streetscape Plan.
- S 2. If on Hope Street, installs the paving pattern used between Olympic Boulevard and 9th Street.
- S 3. If in any of the other locations north of the 10 Freeway, installs the standard CRA/LA edge band. The edge band detail is included in Appendix B.

F. Street Trees

Tree Species and Spacing

- S 1. Plants street trees in conjunction with each project. In-lieu fees are not permitted.
- S 2. Spaces trees as specified by City staff, but not more than an average of 25 feet on center to provide a more-or-less continuous canopy along the sidewalk.
- S 3. Spacing from other elements is as specified by the Urban Forestry Division (UFD)/Bureau of Street Services/Department of Public Works, except trees may be 6 feet from pedestrian lights. The Applicant agrees to maintain the trees so that the pedestrian lights are accessible for maintenance purposes.

Y N N/A

- S 4. Trees are species/cultivars that will achieve a mature height, given site conditions, of at least 40 feet on Major Highways Class II and Secondary Highways and 30 feet on other streets with a mature canopy that can be pruned up to a height of 14 feet. Typically street trees will achieve about two-thirds of the mature height specified in Sunset Garden Book.
- S 5. Species/cultivars are as shown in the Master Tree List in the Appendices, unless otherwise approved by the Reviewing Agency and UFD.
- S 6. Required street trees are be shade trees. However, if approved by the Reviewing Agency and UFD, palms may be planted between or in addition to required shade trees.

Planting Standards

- S 7. Plants minimum 36" box trees.
- S 8. Parkway are planted with:
 - a). turf or turf substitute that is level with the adjacent walkway and walkable or
 - b). groundcover or perennials at least 18 inches but not more than 3 feet tall, except within 2 feet of tree trunks.
- S 9. Where tree wells are installed as permitted/specified in Section 3, tree wells are:
 - a). planted as described above;
 - b). covered with a 3-inch thick layer of stabilized decomposed granite, installed per manufacturer's specifications, and level with the adjacent walkway; or
 - c). covered by a tree grate.
- S 10. Where gap-graded (structural) soil is required by Section 3, it is installed to a depth of at least 30 inches below the required miscellaneous base material under the concrete sidewalk for the entire length and width of the sidewalk adjacent to the project, except:
 - a). gap-graded soil is not required under driveways and
 - b). adjacent to existing buildings, the existing soil should be excavated at a 2:1 slope away from the building wall or as required by the Department of Building and Safety to avoid shoring of the building footing.
- S 11. Irrigates the trees and landscaped parkways with an automatic irrigation system. In-line drip irrigation (Netafim or equal) is preferred. Spray heads or bubblers may also be used provided they adequately irrigate trees (minimum of 20 gallons per week dispersed over the root zone) and do not directly spray the tree trunks.
- S 12. Maintains and prunes street trees as specified by the Urban Forestry Division, including: obtain a permit prior to pruning and adhere to International Society of Arboriculture (ISA) Tree Pruning Guidelines and American National Standards Institute (ANSI) A300 standards. These guidelines prohibit "topping" and "heading."

G. Street Lights

- S 1. If on streets with an established historic street light, continues the predominant street light pattern, modified as required by BSL to meet current illumination standards, using replicas of the historic street lights as specified by BSL.
- S 1.a. If a project includes roadway widening, refurbishes and relocates the historic street lights with supplemental replicas as required by BSL.
- S 2. In other locations, pedestrian street lights, as specified by the Reviewing Agency and approved by BSL, are attached to each existing roadway light and a matching pedestrian light on a pole specified by the Reviewing Agency and approved by the BSL and are installed approximately equidistant between the roadway lights. Pedestrian light spacing must be carefully coordinated with street tree planting in order to meet BSL spacing requirements and maintain the required tree spacing. An alternative street lighting pattern may be approved by the Reviewing Agency and BSL.
- S 3. Pedestrian street lights are set back from the curb on wide sidewalks installed on private property as follows:
 - a). Where sidewalks are at least 24 feet wide, the pedestrian lights may be set back between the clear path of travel and the commercial activity zone adjacent to the building.
 - b). Where the building is set back from the sidewalk, the pedestrian street lights may be installed on poles directly adjacent to the back of sidewalk.
 - c). All light sources shall provide a warm (yellow, not blue) light if metal halide or high-pressure sodium or, preferably, LED lights that produce a similar quality of light.
 - d). All optic systems shall be cut-off.

Y N N/A

H. Streetscape Project Approval and Permits

- S 1. A-permit. (Refer to the Downtown Design Guide.)
- S 2. Revocable Permit. (Refer to the Downtown Design Guide.)
- S 3. B-Permit. (Refer to the Downtown Design Guide.)

10. SIGNAGE

A. Master Sign Plan

- S 1. If the project is over 50,000 square feet, or has more than 50 residential units, submits a master sign plan for the entire project during the design development phase. The master sign plan identifies all sign types that can be viewed from the street, sidewalk or public right-of-way. The plan shall be designed and prepared by a single graphic design firm or signage design company to assure a cohesive, integrated approach to the variety of signs required for building identification, wayfinding and regulatory needs. The master signage plan shall include:
 - a). A site plan identifying location of all sign types and that identifies each proposed sign by number, showing its location in relation to structures, walkways and landscaped areas;
 - b). A matrix describing general characteristics of each sign type, sign name or number, illumination, dimensions, quantity); and
 - c). A scaled elevation of each sign type showing overall dimensions, sign copy, typeface, materials, colors and form of illumination.

B. Signage Guidelines by Type

Corporate Campus Signs

- G 1. Signage reinforces the corporate or campus identity.
- S 2. All signs integrate with the architecture, landscaping and lighting, relate to one another in their design approach, and convey a clear hierarchy of information.
- G 3. Signs that hold multiple tenant information are designed so individual tenant information is organized and clear within the visual identity of the larger campus or building.
- 4. For buildings over 120 feet tall, see requirements for tall building signs.

Residential Project Signs

- G 5. Signage reinforces the identity of the residential complex and is visible from the most prominent public corner or frontage.
- S 6. All signs are integrated with the design of the project's architecture and landscaping. As a family of elements, signs are related in their design approach and convey a clear hierarchy of information.
- G 7. Signage identifies the main/visitor entrance or lobby, resident or visitor parking, community facilities, major amenities and commercial uses. These signs are related in style and material and are appropriately scaled for the intended audience.
- G 8. Signs are not too large or duplicative, because residents soon learn the project entries and facilities.
- G 9. Signs for community facilities are prominent and easily read by first time visitors.
- S 10. Mixed-use projects with commercial or retail tenants comply with the retail section below.

Retail Signs

- G 11. Retail signs are appropriately scaled for the primary viewing audience (pedestrian-oriented districts require smaller signage than fast moving automobile-oriented districts).
- G 12. The location, size, and appearance of tenant identification signs contributes to street activity and enhances the street-level experience that is appropriate to each Downtown district or neighborhood.
- G 13. If project have have multiple storefront tenants of similar size, all signage is of the same type (i.e., cut out letters, blade, or neon) and the same relative size and source of illumination. Retail tenants appear to be different by their store name, font, color and type of retail displays.
- S 14. If the project involves historic buildings with ground floor retail, signs do not obscure the architecture, but are integrated into the original or restored storefront elements.

	Y	N	N/A	
			<input checked="" type="checkbox"/>	Tall Building Signs (building is at least 120' tall)
			<input type="checkbox"/>	Location
S	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. a). If on a flat topped building, Tall Building Signs are located between the top of the windows on the topmost floor and the top of the roof parapet or within an area 16 feet below the top of the roof parapet.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b). If on buildings with stepped or otherwise articulated tops, Tall Building Signs are located within an area 16 feet below the top of the building or within an area 16 feet below the top of the parapet of the main portion of the building below the stepped or articulated top.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c). Tall Building Signs are located on a wall and may not be located on a roof, including a sloping roof, and may not block any windows.
			<input checked="" type="checkbox"/>	Maximum Sign Area
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16. A Tall Building Sign does not occupy more than 50% of the area in which the sign may be located on a single building face or 800 square feet, whichever is less and includes at most, only a single line of text.
			<input checked="" type="checkbox"/>	Number of Tall Building Signs
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17. Buildings have no more than two Tall Building Signs on any two sides of the building. In the case of a cylindrical or elliptical building, the building is considered to have four quadrants, which will in no case exceed 25% of the perimeter of the building. Both Tall Building Signs on a building are identical.
			<input checked="" type="checkbox"/>	Materials
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18. a. Tall Building Signs are constructed of high quality, durable materials that are compatible with the building materials. Cut-out letters that are individually pin-mounted and backlit are encouraged.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18. b. No box signs are included.
			<input checked="" type="checkbox"/>	Orientation
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	19. Tall Building Signs are not oriented toward nearby residential neighborhoods, to the extent feasible,
			<input checked="" type="checkbox"/>	Flexibility.
S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	20. Tall Building Signs are designed to be changed over time.
			<input checked="" type="checkbox"/>	Other Guidelines.
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	21. Tall Building Signs meet the following guidelines:
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	a). The use of symbols, rather than names or words.
G	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b). Tall Building Signs are integrated into the architectural design of the building.
			<input checked="" type="checkbox"/>	c). Tall Building Signs are illuminated at night, and project includes distinctive building tops, and the two are integrated. Lighting of Tall Building signs should include backlighting that creates a "halo" around the skylight sign. Backlighting may be combined with other types of lighting.
				C. Signage Guidelines for All Sign Types
				Signs in Context
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Signs is conceived as an integral part of the project design so as not to appear as an afterthought.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. The location, size, and appearance of signs complements the building and is coordinate with the character of the Downtown district in which they are located.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Signs respect residential uses within and adjacent to a project. The intent is to promote a more peaceful living environment without undue impacts upon residential uses. Where signs are visible from residences, utilizes small signs, no animation, limited lighting and shorter operating hours.
				Sign Location in Relation to Street Trees
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. No signs are located between 14 feet above sidewalk elevation and 40 feet above sidewalk elevation to avoid conflicts with the tree canopy, except where the Applicant demonstrates that no conflict will occur or in locations where street trees are not required.

	Y	N	N/A	
	<input checked="" type="checkbox"/>			5. If, to accommodate tenant signs below the tree canopy, a street tree's lateral branches are removed below a height of 14 feet above the sidewalk elevation, removal provides that:
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a) no removed branch has a diameter of more than 1/4 of the trunk diameter or 3", whichever is less,
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	and b) the total tree height is 2.5 times the clear trunk height.
				For example, if the total tree height is 35 feet, the lateral branches along the trunk may be removed below 14 feet. If the total tree height is 25 feet, the lateral branches may be removed below 10 feet.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Trees may not be topped or headed back on the sides to expose signs. If a tree is topped or headed back to expose a sign, the tree shall be replaced by the sign permit holder or sign owner with a tree equal in size to the topped or headed tree prior to topping or heading.

Sign Illumination and Animation

G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Includes illuminated signs that reflect the individual character of the Downtown districts.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Signs use appropriate means of illumination. These include: neon tubes, fiber optics, incandescent lamps, cathode ray tubes, shielded spotlights and wall wash fixtures.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Signs are not illuminated later than 2 a.m. or earlier than 7 a.m.

Prohibited Signs

S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. The project does not include the following signs:
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a). Internally illuminated awnings
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b). Conventional plastic faced box or cabinet signs
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c). Formed plastic faced box or injection molded plastic signs
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	d). Luminous vacuum formed letters
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	e). Animated or flashing signs
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	f). Wall murals covering windows.

11. PUBLIC ART

S	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. All artwork erected in or placed upon City property is approved by the Department of Cultural Affairs. In some cases, it may require a special maintenance agreement with the appropriate BID or similar community organization.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Artwork in privately owned developments is fully integrated into the development's design, in the most accessible and visible locations. Enclosed lobbies and roof top gardens are considered appropriate locations.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Artwork in retail streets and developments is to be viewed in relation to existing signage and shop frontage.
S	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Attention is paid to how the artwork will appear amidst mature landscape.
G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Special care has been taken to avoid locations where artworks may be damaged, such as the vehicular right of way.

12. CIVIC AND CULTURAL LIFE

G	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Application includes a description of how your project will:
				a). Contribute to the civic and cultural life of the Downtown.
				b). Connect to existing elements illustrated on the map in Figure 12-1.