



**ADMINISTRATIVE REVIEW**

**WEST ADAMS – BALDWIN HILLS – LEIMERT  
COMMUNITY PLAN IMPLEMENTATION OVERLAY (CPIO)  
Major Nodes Subarea and Appendices Checklist**

**RELATED CODE SECTION:** Los Angeles Municipal Code (LAMC) Section §13.14 authorizes Community Plan Implementation Overlays (CPIO). Ordinance No. 184,794 established the West Adams-Baldwin Hills-Leimert CPIO; refer to Chapter III and Appendices B – D referenced below when completing this checklist.

**PURPOSE:** This form is used to evaluate projects proposed within the West Adams Baldwin Hills Leimert CPIO. Completing the form will determine the type of DCP staff review needed for the Project proposed.

**Filling Instructions**

This checklist is a supplemental form required for projects that fall within the West Adams CPIO. Plan Sheet references are to be completed by the **applicant** in accordance with plans submitted for review.

This Major Intersection Nodes Subarea Checklist includes the following CPIO Sections:

- Major Intersection Nodes Subarea (Chapter III), **page 2**
- Environmental Standards (Appendix B), **page 7**
- Washington Boulevard Design Guidelines (Appendix C), **page 8**
- Robertson Boulevard Design Guidelines (Appendix D), **page 9**

**1. APPLICANT INFORMATION**

Applicant Name \_\_\_\_\_  
 Address \_\_\_\_\_ Unit/Space Number \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

**2. ELIGIBLE HISTORIC RESOURCE EVALUATION**

(CPIO Subsection 6.C.5. (p. 12); Subsection 6.C.6. (p. 13))

Evaluation Question	Answer by APPLICANT
A. Does the Project involve an Eligible Historic Resource or Designated Historic Resource as defined by the West Adams-Baldwin Hills-Leimert CPIO (CPIO, p. 8)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
B. Does the Project involve the demolition of an Eligible Historic Resource or Designated Historic Resource?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

## CPIO Major Nodes Subarea Standards Checklist

*To be completed by applicant and subsequently verified by Project Planners during project review.*

CPIO STANDARD	See Plan Sheet	Administrative Use Only	
		Standard Met?	Staff Comments
<b>III.1. Land Use Regulations</b>			
A. Any new use or Change of Use shall be subject to the use regulations set forth in Table III-1 (See Table III-1 Major Intersection Nodes Subarea Use Regulations on page 5 of this checklist, which is also available in the CPIO, p. 33).		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B. Uses made non-conforming by this CPIO shall comply with LAMC Section 12.23.		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>III.2. Development Standards</b>			
<b>A. Building Height</b>			
<b>1. Overall height: 55 feet Maximum</b> <ul style="list-style-type: none"> <li>• Architectural features may exceed the maximum building height by up to 20%</li> <li>• Individual stories shall not exceed 14 feet in height from finished floor to finished ceiling, except the ground floor, which may have a maximum finished floor to finished ceiling height of 25 feet. The ground floor shall have a minimum finished floor to finished ceiling height of 11 feet.</li> <li>• Parapet walls and guard rails utilized to enclose roof uses, such as terraces, gardens or green roofs, shall be permitted to exceed the maximum allowable building height by up to 42 inches or as required by the Building Code. Guard rails shall not be located within 5 feet of the lot line shared with a residential lot.</li> <li>• Rooftop equipment, structures, and improvements may exceed the maximum building height when authorized pursuant to LAMC Section 12.21.1.B.3 (a) so long as it is screened from public view using non-reflective materials or otherwise made compatible with the overall design of the building.</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>2. Transition to Residential:</b> New construction on a lot designated as Commercial or Industrial in the Community Plan that directly abuts or is across an alley from a lot designated as Residential in the Community Plan shall transition in the following manner: <ul style="list-style-type: none"> <li>• Where the rear or side yard property line is contiguous with the residential lot or separated by an alley that is less than 15 feet in width, the entire building shall be set back or individual floors "stepped back" one foot for every foot in building height as measured 15 feet above grade at the shared property line.</li> <li>• Where the Project lot and the residential lot are separated by an alley 15 feet or greater in width, the entire building shall be set back or individual floors "stepped back" one foot for every foot in building height as measured from grade at the shared property line.</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>B. Building Density &amp; Intensity</b>			
<b>1. Maximum Residential Density: R3*</b> *Affordable Housing Incentives Projects shall utilize the underlying zone district density pursuant to Section I-5 of the CPIO (CPIO, p. 10)		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>2. Floor Area Ratio (FAR):</b> <ul style="list-style-type: none"> <li>• 1:1 Minimum;</li> <li>• 2:1 Maximum;</li> <li>• 3:1 permitted if at least 80% of all parking is located below grade on-site</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>C. Building Disposition</b>			
<b>Lot Coverage:</b> All Projects that involve the construction of a new building shall provide a minimum lot coverage of 50%. Lot coverage shall be the cumulative total of the Building Footprint of all buildings on the lot.		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**CPIO STANDARD**

See Plan Sheet	Administrative Use Only	
	Standard Met?	Staff Comments

**D. Building Design**

<p><b>1. Sidewalk Frontage:</b></p> <ul style="list-style-type: none"> <li>• The maximum setback for the Primary Frontage from the sidewalk shall be 2 feet.</li> <li>• If the street facing façade is accessible to the public, the maximum Primary Frontage setback from the sidewalk may be exceeded by up to 20 feet along any portion of a lot line that abuts any Pedestrian Amenities incorporated into the Project.</li> <li>• The maximum Primary Frontage setback shall not apply to those portions of the Primary Frontage where driveways are required.</li> <li>• The maximum Primary Frontage setback requirement shall be waived to the extent necessary to preserve a Designated or Eligible Historic Resource, or a Character Defining Element of the façade consistent with CPIO Subsection I-6.C.6.</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p><b>2. Corner Building Frontages:</b></p> <ul style="list-style-type: none"> <li>• All street facing facades for a building on a corner lot shall comply with the Primary Frontage setback requirements listed in Building Design. Sidewalk Frontage, above.</li> <li>• For Mixed-Use buildings on a corner lot, no setback requirements, other than those listed in Building Design. Sidewalk Frontage, above, shall apply to any portion of the building used for residential uses.</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p><b>3. Pedestrian-Oriented Ground Floor:</b>            For Projects with new construction or a change of use, the ground floor of the Primary Frontage shall incorporate public interior spaces (such as public access areas, lobbies, or spaces used for Commercial Uses or Community Facilities) and be designed in the following manner:</p> <ul style="list-style-type: none"> <li>• Public interior spaces shall face the street.</li> <li>• Pedestrian entrances shall be no more than 3 feet above or below the grade of the abutting public sidewalk and shall face the Primary Frontage street.</li> <li>• The façade shall have a minimum of 30% clear and non-reflective storefront glazing, except for Commercial or Mixed-Use Projects, which shall have a minimum of 50% clear and non-reflective storefront glazing.</li> <li>• For Commercial or Mixed-Use Projects, the ground floor of the public interior space shall be:               <ul style="list-style-type: none"> <li>- A minimum of 75% of the length of the Primary Frontage, excluding areas used for vehicular access.</li> <li>- A minimum depth of 25 feet or, the total depth of the building, whichever is less.</li> </ul> </li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<p><b>4. Residential – Detached Single- and Two-Family Dwellings:</b>            All single- and two-family dwellings, including Small Lot Subdivisions, as authorized by LAMC Section 12.22 C.27, shall have 0 side yard setbacks with abutting or shared common walls, as permitted by the Building Code.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**E. Parking**

In addition to any regulations set forth by the underlying zone and the LAMC, the following parking regulations shall apply:

<p><b>1. Reductions for Required On-site Parking:</b></p> <p>a. Is the Project a Restoration or Rehabilitation Project of a Designated Historic Resource or Eligible Historic Resource?</p> <p><input type="checkbox"/> <b>Yes</b> - exempt from all off-street parking requirements provided that it does not include an addition of more than <b>500 square feet</b> or involve a <b>demolition more than 10% of the original building envelope.</b></p> <p><input type="checkbox"/> <b>No</b></p> <p><input type="checkbox"/> <b>N/A</b></p> <p>b. Does the Restoration or Rehabilitation Project of a Designated Historic Resource or Eligible Historic Resource include a demolition or addition that is in excess of the limits listed in the preceding bullet point above, or involves the preservation of the Character Defining Elements of the façade consistent with CPIO Subsection I-6.C.6.?</p> <p><input type="checkbox"/> <b>Yes</b> - may reduce the required parking by 50%.</p> <p><input type="checkbox"/> <b>No</b></p> <p><input checked="" type="checkbox"/> <b>N/A</b></p> <p><i>(Reductions for Required On-site Parking requirements continue on next page)</i></p>		
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**CPIO STANDARD**

See Plan Sheet	Administrative Use Only	
	Standard Met?	Staff Comments

<p><i>(Reductions for Required On-site Parking requirements - Continued)</i></p> <p>c. Does the Project include a new use or change of use to a Full-Service Grocery Store use or Community Facilities?</p> <p><input type="checkbox"/> <b>Yes</b> - may reduce the required parking by 50%. <i>Projects obtaining parking reductions under this subsection shall record a covenant guaranteeing the Full-Service Grocery Store use or Community Facilities use in connection with the reduced parking requirement.</i></p> <p><input type="checkbox"/> <b>No</b></p> <p><input type="checkbox"/> <b>N/A</b></p> <p>d. Is the Project a Change of Use within the existing building <b>with</b> a frontage on Adams Boulevard (between Fairfax Avenue and Somerset Drive) as of the effective date of the West Adams CPIO?</p> <p><input type="checkbox"/> <b>Yes</b> - No additional parking is required for any change of use provided any existing on-site parking is maintained, or is reduced in accordance with this subsection (Parking).</p> <p><input type="checkbox"/> <b>No</b></p> <p><input type="checkbox"/> <b>N/A</b></p>		<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>
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<p><b>2. Parking Location and Access:</b></p> <p>Projects are encouraged but not required to substantially conform to the landscaping design guidelines in Appendix C or D, as applicable, and the Community Plan Commercial Area Design Guidelines. Projects shall comply with the following parking design regulations:</p> <ul style="list-style-type: none"> <li>• Surface parking areas shall not be located between the property line and any building façade facing a street.</li> <li>• A minimum of 10% of the total area of the surface parking lot shall be landscaped. It shall have at least one shade tree for every four uncovered parking spaces dispersed within the parking area so as to shade the uncovered, unroofed surface parking area. A minimum of half of the trees planted should be evergreen shade-producing trees of no less than a 24" box tree or 15 gallon tree. These trees can, but are not required, to be one of the following variety: California Peppers, Magnolia or, Tipu. The trees shall be distributed throughout the parking lot to shade the parking area at maturity.             <ul style="list-style-type: none"> <li>- Those surface parking areas that are not located to the rear of the lot behind a building shall provide a 3 foot landscaped buffer, and a 3 ½ foot high solid decorative wall along the property line facing the street or alley, and shall contain a 24" box tree or 15 gallon tree every 20 lineal feet. Trees provided within the landscape buffer may also be applied toward the tree requirements of this subsection.</li> </ul> </li> <li>• Structured or podium parking located at the ground floor level of Commercial and Mixed-Use buildings shall be buffered from view, including through the use of public interior spaces pursuant to the Pedestrian-Oriented Ground Floor subsection in Building Design.</li> <li>• Structured or podium parking located at the ground floor level that is not buffered from view through Commercial, Mixed-Use uses or other public interior spaces, shall be screened by a minimum 3 foot wide landscaped buffer that conforms to the following standards:             <ul style="list-style-type: none"> <li>- The buffer shall be landscaped with one of the following:                 <ul style="list-style-type: none"> <li>▪ 24" box trees or 15 gallon trees, not less than 10 feet in height at the time of planting, planted at a ratio of one for every 20 lineal feet; or</li> <li>▪ Ground cover with a minimum height of 3 feet at maturity planted over the entire landscaped setback; or</li> <li>▪ Clinging vines, oleander trees or similar vegetation planted over in the landscaped setback and capable of covering or screening the length of the wall of the podium parking up to a height of at least 9 feet.</li> </ul> </li> <li>- An automatic irrigation system shall be installed within the landscaped buffer.</li> </ul> </li> <li>• Parking structures located below grade may occupy the entire footprint of the site.</li> <li>• Access driveways shall be taken from alleys or side-streets when present. Driveway widths shall not exceed 30 feet, or the minimum allowed by the Los Angeles Department of Transportation, whichever is less. Multiple driveways providing access to the same project shall be a minimum of 200 feet apart from each other.</li> </ul>		<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>
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**Table III-1 Major Intersection Nodes Subarea Use Regulations**

Use	Regulation	Applicable Location	Exemptions/ Clarifications
Off-Site Alcohol Sales	In addition to compliance with the South Los Angeles Alcohol Sales Specific Plan, not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Off-Site Alcohol Sales use. <sup>1</sup>	All Nodes, except on S. Robertson Blvd.	<ul style="list-style-type: none"> <li>• Full Service Grocery Stores shall be exempt.</li> <li>• Convenience Food Stores and other Off-Site Alcohol Sales establishments shall be exempt provided that they maintain the following dedicated sales floor area percentages, enforceable by a covenant: <ul style="list-style-type: none"> <li>• No more than 5 percent devoted to alcoholic beverage products; and</li> <li>• More than 20 percent devoted to the sale of fresh produce, meat, cheese or other perishable food.</li> </ul> </li> </ul> <p>Sales floor area, includes, but is not limited to, shelving, refrigerators, and display cases.</p>
Automotive Uses	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Automotive Use. <sup>1</sup>	All Nodes	Multiple Automotive Uses or accessory automotive uses are allowed when combined within the same lot or parcel of an existing Automotive Use.
Free-Standing Fast-Food Establishment	Except where prohibited, not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Free-Standing Fast-Food establishment. <sup>1</sup>	All Nodes	<ul style="list-style-type: none"> <li>• Applies to Free-Standing Fast-Food Establishments, with or without drive-through service.</li> <li>• Expansion or replacement of existing uses shall be exempt.</li> </ul>
	Prohibited	Directly adjacent, across a street, alley or intersection from a public school.	'Public school' shall include any elementary, middle or high school, whether a public, a charter, or a magnet school.
Gun and Pawn Shops	Prohibited	All Nodes	Includes storage of guns or pawned items to be sold, rented or otherwise relocated for sale.
Motels	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Motels use. <sup>1</sup>	All Nodes	
100% Residential Developments	Prohibited	Commercial and RAS zoned properties within Nodes along Washington and Pico Blvds.	
Open Storage	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Open Storage use. <sup>1</sup>	All Nodes	
Payday Lending and/or Check Cashing Facilities	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Payday Lending and/ or Check Cashing Facilities use. <sup>1</sup>	All Nodes	
Recycling Collection or Buyback Centers	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Recycling Collection or Buyback Center use. <sup>1</sup>	All Nodes, except Nodes along Jefferson, Adams, La Cienega, and Venice Blvds.	
	Prohibited	All Nodes along Jefferson, Adams, La Cienega and Venice Blvds.	

**Table III-1 Major Intersection Nodes Subarea Use Regulations (cont.)**

Use	Regulation	Applicable Location	Exemptions/ Clarifications
Storage Building for Household Goods	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Storage Building for Household Goods use. <sup>1</sup>	All Nodes	Expansion of existing uses shall be limited to a total FAR of 1.5:1.
Storefront Churches/ Storefront Houses of Worship or other secular and non-secular places of assembly.	Conditional Use Permit required pursuant to LAMC Section 12.24.	All Nodes along Washington Blvd.	Use limitation applies only to uses located exclusively along the Primary Frontage of the Ground Floor.
Swap Meets	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Swap Meet use. <sup>1</sup>	All Nodes	Applies to indoor and outdoor swap meets.
Tobacco/ Cigarette Shops (Wholesale or Discount)	Not more than one (1) establishment is permitted within a ½ mile (2640 linear foot) radius of another Tobacco, or, Cigarette Shop use. <sup>1</sup>	All Nodes	Includes Smoke Shops.

<sup>1</sup> Distance shall be measured from the center point of the front lot line of the subject parcel to the nearest property line of any parcel containing the same use.

## Appendix B\*: CPIO Environmental Standards

*To be completed by applicant and subsequently verified by Project Planners during project review.*

<b>Appendix B*</b>					
<b>Environmental Standards</b> (CPIO, pp. 107 – 113)		<b>Plan Sheet Reference</b>  (To be completed by <u>APPLICANT</u> )	<b>Administrative Use Only</b>		
<b>*New Construction or Major Remodels Only</b>			Yes	No	N/A
<b>Aesthetics</b>	AE1: Setbacks/Stepbacks AE2: Lighting AE3: Glare				
<b>Air Quality</b>	AQ1: Emission Control During Construction				
<b>Biological Resources</b>	BR1: Bird Nesting BR2: LA City Tree Preservation Ordinance				
<b>Cultural Resources</b>	CR1: HCM Review CR2: HPOZ Review CR3: SurveyLA Review CR4: Cultural Resource Record Search CR5: On-Site Cultural Resource Removal CR6: Archeologist Inspection/Examination CR7: Archeologist Course of Action CR8: Cultural Materials Scientific Analysis CR9: Paleontologist Inspection/Examination CR10: Human Remains Notifications				
<b>Greenhouse Gas Emissions</b>	GHG1: GHG Reduction Measures				
<b>Hazards and Hazardous Materials</b>	HM1: Phase 1 ESA				
<b>Noise and Vibration</b>	N1: Haul Route Management N2: HCM Adjacent Vibration Control Plan N3: Noise Study				
<b>Public Services</b>	PS1: LAPD Crime Prevention				

## Appendix C: Washington Boulevard Design Guidelines

*To be completed by applicant and subsequently verified by Project Planners during project review.*

<b>Appendix C</b>						
<b>WASHINGTON BOULEVARD DESIGN GUIDELINES (CPIO, pp. 114 – 124)</b>						
<b>Site and Building Design</b>		<b>Plan Sheet</b>	<b>Administrative Use Only</b>			
<b>Guideline A-1: Site Plan</b>			Yes	No	N/A	Staff Comments
A-1.A.	Courtyards and Open Space					
A-1.B.	Pedestrian Connection					
A-1.C.	Pedestrian Passageways					
A-1.D.	Driveway Access					
A-1.E.	Bicycle Parking					
A-1.F.	Utilities					
A-1.G.	Mechanical & Electrical Equipment					
A-1.H.	Exterior Lighting					
A-1.I.	Trash Enclosures					
A-1.J.	Fencing					
A-1.K.	Crime Prevention Through Environmental Design					
<b>Guideline A-2: Architectural Design</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
A-2.A.	Primary Entrance					
A-2.B.	Compatibility					
A-2.C.	Ground Level Retail					
A-2.D.	Security					
A-2.E.	Façade Articulation					
A-2.F.	Architectural Features					
A-2.G.	Building Materials					
A-2.H.	Building Form					
A-2.I.	Rooftop Mechanical Equipment & Utilities					
A-2.J.	Rooftop Patio and Balconies					
A-2.K.	Parking Structures					
<b>B. Landscaping</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline B-1: Landscape and Walls</b>						
B-1.A.	Lot Area					
B-1.B.	Entrances					
B-1.C.	Screening of Above-Grade Parking					
B-1.D.	Mixed-Use					
B-1.E.	Buffering Walls					
B-1.F.	Unenclosed Industrial Uses					
B-1.G.	Auto-Servicing Uses, Storage Areas & Laundromats					
B-1.H.	Parking Structures					
<b>Guideline B-2: Surface Parking</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
B-2.A.	Design					
B-2.B.	Buffering and Walls					
B-2.C.	Abutting Residential					
<b>Guideline B-3: Maintenance</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
B-3.A.	Fabricated Features					
B-3.B.	Vegetation					
B-3.C.	Irrigation					
<b>C. Signs</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline C-1. General Guidelines</b>						
C-1.A.	Maximum Size					
C-1.B.	Number of Signs					
C-1.C.	Awning Signs					
C-1.D.	Window Signs					
C-1.E.	Wall Signs					
C-1.F.	Monument Signs					
C-1.G.	Pole Signs					
<b>D. Streetscape Features:</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline D-1. Streetscape</b>						
D-1.A.	Street Trees					
D-1.B.	Plant Material					
D-1.C.	Pavings & Curbs					
D-1.D.	Street Signage					
D-1.E.	Street Lights					
D-1.F.	Sidewalks					
D-1.G.	Crosswalks					



## Appendix D: Robertson Boulevard Design Guidelines

*To be completed by applicant and subsequently verified by Project Planners during project review.*

<b>Appendix D</b>					
<b>ROBERTSON BOULEVARD DESIGN GUIDELINES (CPIO, pp. 125- 140)</b>					
<b>A. SITE AND BUILDING DESIGN</b>		<b>Plan Sheet</b>	<b>Administrative Use Only</b>		
			<b>Yes</b>	<b>No</b>	<b>N/A</b>
<b>Guideline A-1: Site Plan</b>					<b>Staff Comments</b>
A-1.A.	Courtyards and Outdoor Areas				
A-1.B.	Location of Open Space				
<b>Guideline A-2: Pedestrian Orientation</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-2.A.	Location of Retail Uses				
A-2.B.	Pedestrian Entrances				
A-2.C.	Pedestrian Walkways				
<b>Guideline A-3: Architectural Design</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-3.A.	Building Wall				
A-3.B.	Façade Articulation				
A-3.C.	Façade Treatment – Horizontal Elements				
A-3.D.	Building Wall Materials				
<b>Guideline A-4: Security, Screening, Mechanical &amp; Rooftop Features</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-4.A.	Security Devices				
A-4.B.	Screening Devices				
A-4.C.	Iron Fencing				
A-4.D.	Mechanical Equipment/Utilities				
A-4.E.	Roof Top Equipment				
<b>Guideline A-5: Storage, Trash and Loading Areas</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-5.A.	Trash Enclosures				
A-5.B.	Loading and Storage Areas				
<b>Guideline A-6: On-Site Lighting</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-6.A.	Light of Vehicular and Pedestrian Access				
A-6.B.	Other On-Site Lighting				
<b>Guideline A-7: Building Articulation</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
A-7.A.	Color				
A-7.B.	Awnings				
A-7.C.	Maintenance				
<b>B. SIGNS</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
<b>Guideline B-1: Materials and Color</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
B-1.A.	Color				
<b>Guideline B-2: Illumination</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
B-2.A.	Illumination				
B-2.B.	Monument Signs				
<b>Guideline B-3: Sign Plan</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
B-3.A.	Building Identification Signs – Number and Size				
B-3.B.	Awning Signs – Number and Size				
B-3.C.	Wall Signs – Number				
B-3.D.	Wall Signs – Size				
B-3.E.	Wall Signs – Placement				
B-3.F.	Monument Signs – Number, Size and Placement				
B-3.G.	Projecting Signs – Size and Placement				
B-3.H.	Multi-Tenant Listings				
<b>C. Landscaping</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
<b>Guideline C-1: Landscaping Features</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>
C-1.A.	Entrances				
C-1.B.	Side and Rear Yards				
C-1.C.	Lighting				
C-1.D.	Surface Parking				
C-1.E.	Number of Trees				
C-1.F.	Buffers				

Guideline C-1: Landscaping Features (cont.)		Plan Sheet	Administrative Use Only			
			Yes	No	N/A	Staff Comments
C-1.G.	Walls – General					
C-1.H.	Walls Abutting Residential Uses					
<b>Guideline C-2: Maintenance</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
C-2.A.	Fabricated Features					
C-2.B.	Vegetation					
C-2.C.	Irrigation					
<b>Guideline C-3: Repair and Service Shops Not Fully Enclosed</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
C-3.A.	Walls					
C-3.B.	Landscape Setback					
<b>Guideline C-4: Freestanding Walls</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
C-4.A.	Freestanding Walls					
<b>D. PARKING STRUCTURES</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline D-1: Design</b>						
D-1.A.	Screening					
D-1.B.	Irrigation					
D-1.C.	Buffers Along Residential Uses					
<b>E. Mixed-Use Projects</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline E-1: Design</b>						
E-1.A.	Pedestrian Entrances					
E-1.B.	Façade Treatment – Finish					
E-1.C.	Mechanical Equipment					
E-1.D.	Building Walls					
E-1.E.	Design of Open Space Areas					
E-1.F.	Roofs and Rooftop Equipment					
E-1.G.	Storage and Trash Areas					
E-1.H.	Freestanding and Retaining Walls					
<b>Guideline E-2: Parking Structures</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
E-2.A.	Wall Treatments					
E-2.B.	Landscaping					
<b>F. STREETScape FEATURES</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
<b>Guideline F-1: Streetscape and Hardscape Features</b>						
F-1.A.	Freestanding Planters					
F-1.B.	Security Devices					
<b>Guideline F-2: Paving/Sidewalks</b>			<b>Yes</b>	<b>No</b>	<b>N/A</b>	
F-2.A.	Paving/Sidewalks					

**Administrative Clearance Review Comments Page**

Please insert checklist standard item number and comments, as needed.

**Example:**

16	<i>No above-grade parking structures present</i>
35	<i>Project site is not within 500 feet of I-210</i>

**#      Comment on Checklist Standard**


**The following section shall be completed by Project Planning staff after the review of submitted plans:**

**STAFF REVIEW**

<b>Planning Signature</b>	<b>Phone Number</b>
<b>Print Name</b>	<b>Date</b>