

## Toluca Lake Community Design Overlay Checklist Ordinance No. 184366

*Please provide the following information:*

1. Project Name \_\_\_\_\_

2. Project Address \_\_\_\_\_

3. Summary of the Project and request  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Describe adjacent land uses and buildings (commercial, residential, stories, and height)

North \_\_\_\_\_ East \_\_\_\_\_

South \_\_\_\_\_ West \_\_\_\_\_

### SITE PLANNING

5. Primary Frontage \_\_\_\_\_

6. Depth of ground floor commercial \_\_\_\_\_

7. Linear Feet of Store Frontage along Riverside \_\_\_\_\_

8. Primary Entrance is clearly labeled on the site plan (Yes or No) \_\_\_\_\_

9. Surface parking areas clearly labeled on the site plan (Yes or No) \_\_\_\_\_

10. Onsite landscaping for new construction clearly labeled on the site plan (Yes or No) \_\_\_\_\_

### HEIGHT AND MASSING

11. Setbacks at the ground floor and upper floors clearly labeled on the site Plan (Yes or No) \_\_\_\_\_

12. Project complies with the following: (Check "Yes" ,"No" or "Not Applicable")

Development Regulation	Yes	No	N/A
At Riverside Drive, all buildings shall step-back a minimum of 40 feet from the front property line above 33 feet in height.			
Buildings located on the south side of Alley B shall not exceed 33 feet in height.			
At all alleys, building shall stepback from the alley property line a minimum of 8 feet above 33 feet in height.			
Ground level uses fronting Riverside Drive shall have a minimum clear ceiling height of 12 feet.			

**BUILDING FRONTAGES**

13. All entrances to a storefront, building entry, building lobby, or interior space are clearly labeled on the site plan (Yes or No) \_\_\_\_\_

14. Describe Materials and transparency levels of store front windows  
 \_\_\_\_\_  
 \_\_\_\_\_

15. Off-Site Improvements (Streetscape Plan - Pedestrian Activity treatments, street furniture, hardscape/landscape treatments)  
 \_\_\_\_\_  
 \_\_\_\_\_

16. My Project complies with the following (Check "Yes" ,"No" or "Not Applicable")

Design Guideline	Yes	No	N/A
Storefronts use variation or alterations of proportions, scale, or detail to express architectural modulation at maximum 25-foot interval.			
Entrances to building lobbies or above-ground uses along Riverside Drive are accentuated and as prominent as or more prominent than individual storefronts adjacent to such entries.			
Restaurants along Riverside Drive that provide sidewalk dining areas can recess these areas within the storefront zone to create porticos, porches, and terraces.			
All windows at the ground level utilize transparent, non-tinted, clear glass as permitted by Building and Safety. Use of reflective glass is discouraged.			
The size, scale, and color of awnings or canopies are framed by and follow the rhythm and proportions of show windows, storefronts, entries, and individual windows, and designed as an integral part of the building's architecture.			

**BUILDING DESIGN**

17. My project complies with the following (Check "Yes" ,"No" or "Not Applicable")

Design Guideline	Yes	No	N/A
Facades are modulated to create architectural interest.			
Project incorporates high-quality, durable materials at ground level			
All appurtenances on roofs including air conditioning units, mechanical equipment, penthouses, vents, secondary parapets, and stair/elevator enclosures are fully integrated into the overall architectural design.			

18. A material board or description submitted with the project (Yes or No) \_\_\_\_\_

**SIGNAGE**

19. Sign Area \_\_\_\_\_

20. Sign Dimensions are clearly labeled on Site Plan (Yes or No) \_\_\_\_\_