

ENCINO

Streetscape Plan and Design Guidelines



Approved by the City Planning Commission on March 27, 2003.

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Map of Encino Streetscape Subareas

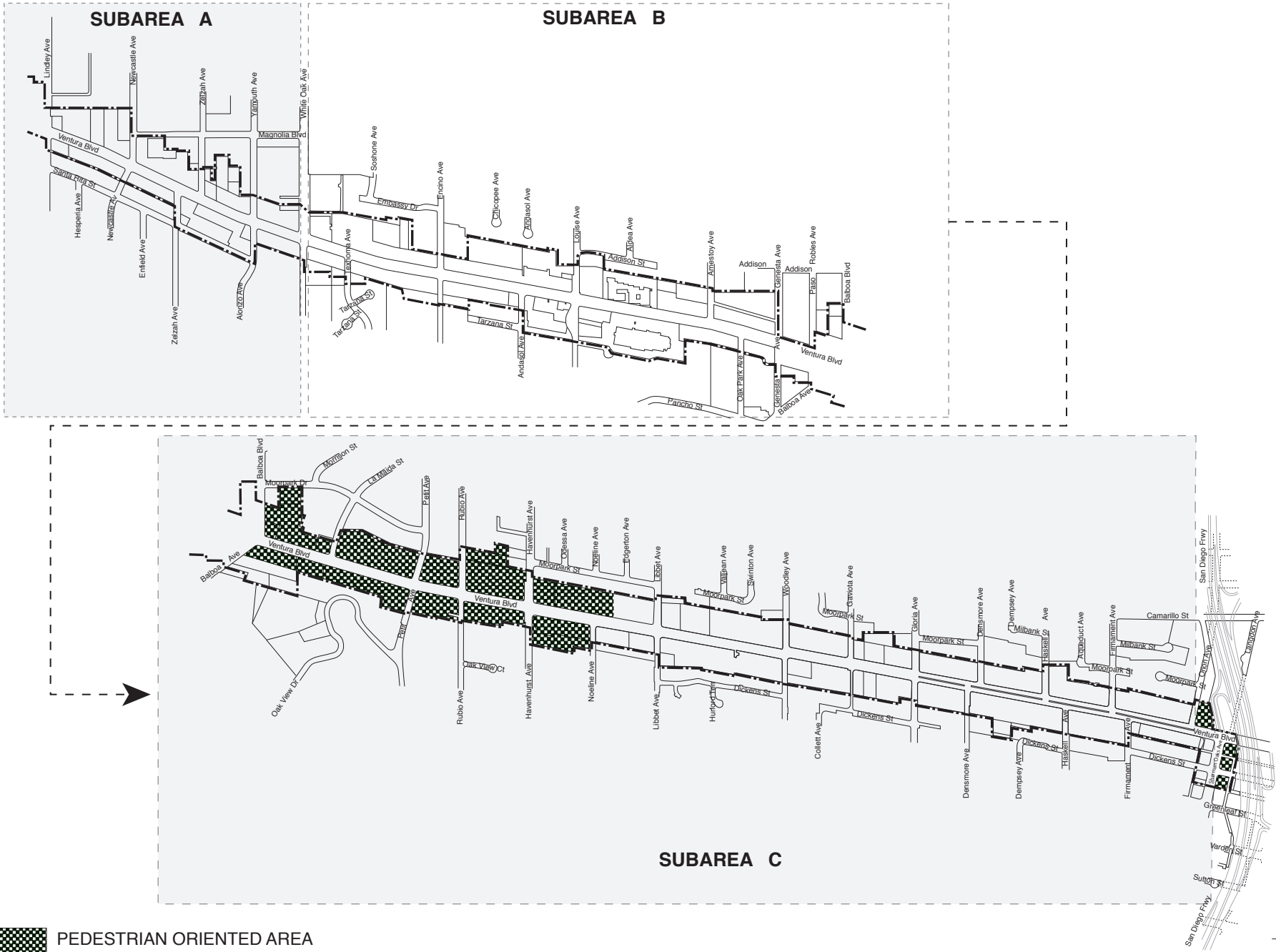


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ENCINO

STREETSCAPE PLAN & DESIGN GUIDELINES

Section 1.

INTRODUCTION

1.1 How to use these Guidelines

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

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

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

1.2 Background

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

1.3 Streetscape Improvement Program

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

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

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

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

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

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

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

1.4 Goals

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

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

1.5 Business Improvement Districts

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

A BID is currently active in Encino bounded by White Oak Avenue on the west and Balboa Boulevard on the east. A detailed landscape plan has been prepared for this area by a private consultant. Therefore, proposed streetscape of any kind within this area will require the submittal of plans to the Bureau of Street Services for approval.

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

Section 2.

ENCINO STREETScape PLAN

2.1 General Themes

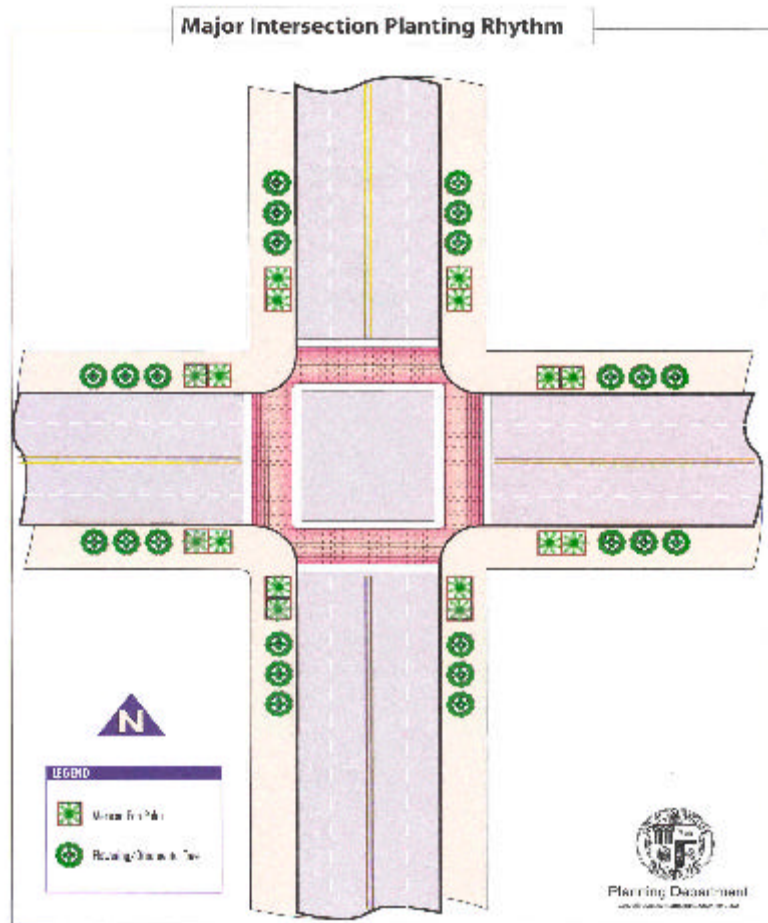
The area covered by the Encino Streetscape Plan is bounded by Sherman Oaks Avenue and Orion Avenue on the east and Lindley Avenue on the west. The Encino Design Advisory Committee has divided the community into subareas to accentuate and enhance the special characteristics found in each subarea. The signature tree of the entire length of Ventura Boulevard in Encino is the Mexican Fan Palm (*Washingtonia*

robusta), which is interspersed with the deciduous trees specified according to subarea. The street tree planting design concept establishes a pattern for tree planting. The specific pattern “rhythm” is three deciduous trees, palm, three deciduous trees and so on. The interspersed deciduous trees will add shade and comfort to the pedestrian scale and environment.

At the four intersections listed below, two Mexican Fan Palms (*Washingtonia robusta*) are to be planted on each blockface of each corner, for a total of four Palms per corner, or sixteen Palms at each intersection:

Hayvenhurst Avenue
Balboa Avenue/Boulevard

White Oak Avenue
Lindley Avenue



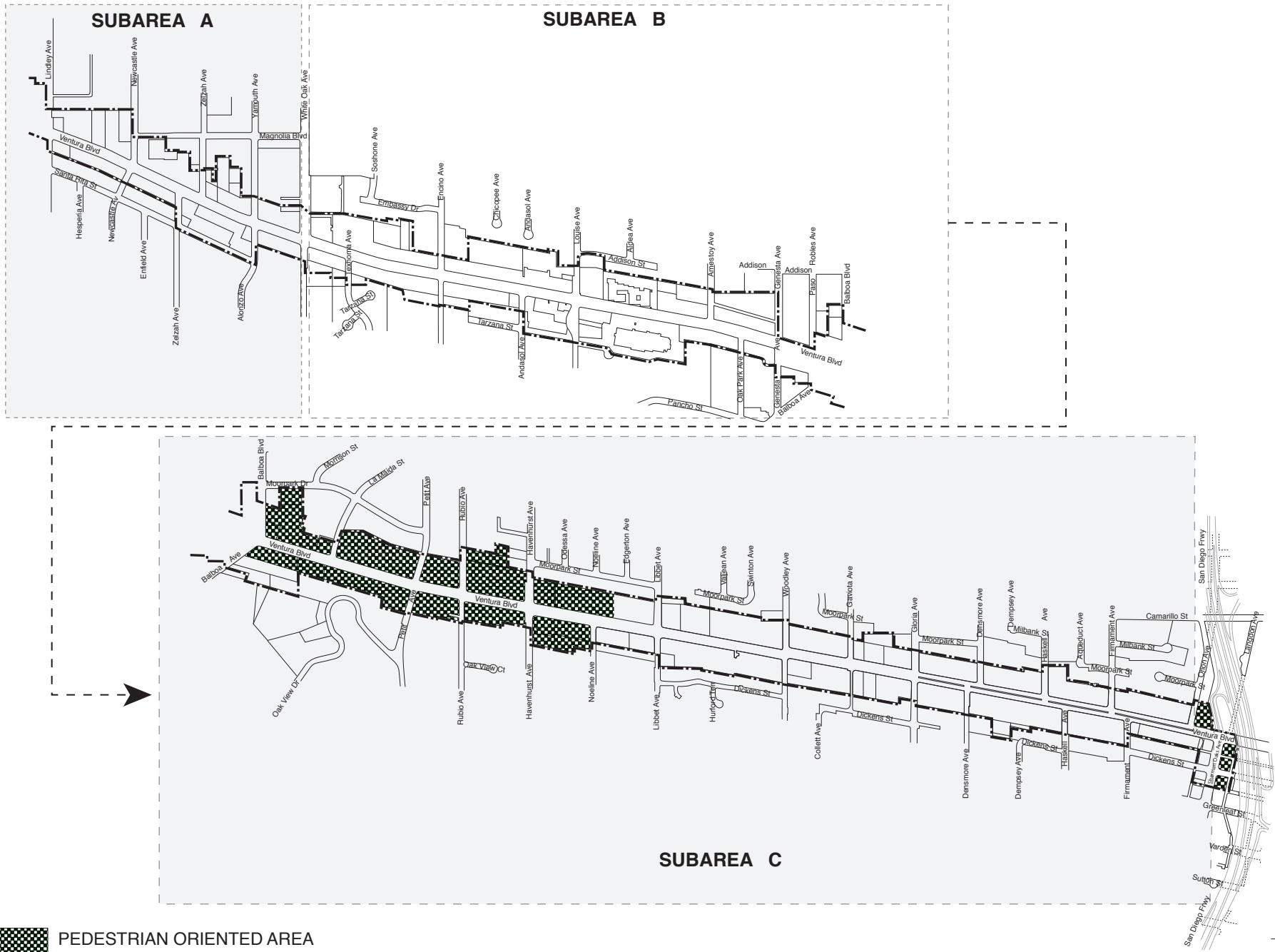
2.2 Streetscape Subareas

Encino has been divided into three distinct tree planting subareas within the community boundaries as defined in the Ventura/Cahuenga Boulevard Corridor Specific Plan, Lindley Avenue to the San Diego Freeway (405):

- ? **Subarea A:** Lindley Avenue to White Oak Avenue
- ? **Subarea B:** White Oak Avenue to Balboa Boulevard (Business Improvement District)
- ? **Subarea C:** Balboa Boulevard to Sherman Oaks Avenue and Orion Avenue

Although the Ventura/Cahuenga Boulevard Corridor Specific Plan defines the eastern boundary for the community of Encino as the San Diego Freeway, the area east of Sherman Oaks Avenue and Orion Avenue shall comply with the Sherman Oaks Streetscape Plan in order to maintain continuity of the easterly block.

Map of Encino Streetscape Subareas



2.2.1 Table 1 - Predominant Trees in each Subarea

Subareas	Common/Botanical Name	Features/ Height	Planting
Entire length (main street tree)	Mexican Fan Palm <i>Washingtonia robusta</i>	Palm (12' Brown Trunk) / to 100 feet	24 inch box
Major Intersections (Lindley, White Oak, Balboa, Hayvenhurst)	Mexican Fan Palm <i>Washingtonia robusta</i>	Palm (12' Brown Trunk) / to 100 feet	24 inch box
Subarea A 1) Lindley to Newcastle, Zelzah to Yarmouth;	Chinese Flame/ <i>Koelreuteria bipinnata</i>	Deciduous (small yellow flower/ red seed pods) /to 40 feet	24 inch box
2) Newcastle to Zelzah, Yarmouth to White Oak	Golden Trumpet/ <i>Tabebuia chrysotricha</i>	Deciduous (yellow flower)/ to 40 feet	24 inch box
Subarea B White Oak to Balboa (Final Tree Planting to be determined by Public Works - Bureau of Street Services - See 2.22 Table 2)	Chinese Flame/ <i>Koelreuteria bipinnata</i>	Deciduous (yellow flower)/ to 40 feet	24 inch box
	Chinese Pistache/ <i>Pistacia chinensis</i>	Deciduous/ to 40 feet	24 inch box
	Pink Trumpet/ <i>Tabebuia impetiginosa</i>	Deciduous (pink flower)/to 40 feet	24 inch box
	London Plane/ <i>Platanaceae orientalis</i>	Deciduous/ to 60 ft.	24 inch box
Subarea C 1) Balboa to La Maida, Petit to Rubio, Hayvenhurst to Noeline, Libbit to Woodley, Gaviota to Gloria, Densmore to Haskell, Firmament to Sherman Oaks/Orion	Golden Trumpet/ <i>Tabebuia chrysotricha</i>	Deciduous (yellow flower)	24 inch box
2) La Maida to Petit, Rubio to Hayvenhurst, Noeline to Libbit, Woodley to Gaviota, Gloria to Densmore, Haskell to Firmament	Chinese Pistache/ <i>Pistacia chinensis</i>	Deciduous	24 inch box

Medians	London Plane/ <i>Platanaceae</i> <i>orientalis</i>	Deciduous	24 inch box
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The flowers of the deciduous trees will be visually striking in the spring. All trees are to be single trunk specimens with a high head, and untopped.

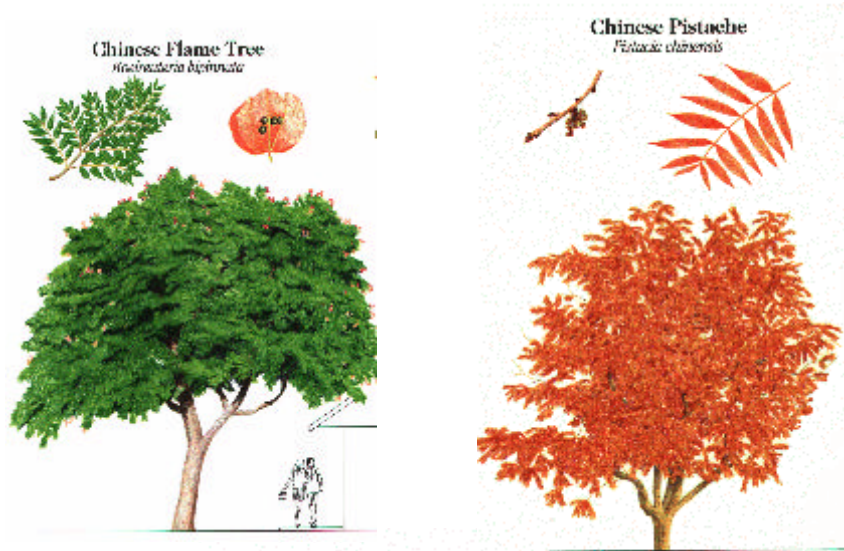
2.2.2 Table 2 - Predominant Trees in Subarea B (BID)

The actual placement of, and number of trees, shall be determined by the Department of Public Works. (See Table 1 for tree specifications)

Subarea B- Per Bock (Balboa Ave. to White Oak Ave. - North of Ventura Blvd.)	Common Name	Subarea B- Per Bock (Balboa Ave. to White Oak Ave. - South of Ventura Blvd.)	Common Name
Entire Length (main street tree)	Mexican Fan Palm	Entire Length (main street tree)	Mexican Fan Palm
Balboa Blvd. to Paso Robles Ave.	Pink Trumpet Chinese Pistache Chinese Flame	Balboa Blvd. to Genesta Ave.	Mex. Fan Palm London Plane Chinese Pistache
Paso Robles Ave. to Genesta Ave.	10 Oak Trees (existing)	Genesta Ave. to Oak park Ave.	Pink Trumpets Chinese Flame Mex. Fan Palm
Genesta Ave. to Amestoy Ave.	Chinese Flame London Planes Mexican Fan Palm Chinese Pistache	Oak Park Ave. to Louise Ave.	Chinese Pistache Pink Trumpets Mex. Fan Palm
Amestoy Ave. to Louise Ave.	Pink Trumpet London Plane Chinese Flame Mexican Fan Palm Chinese Pistache	Louise Ave. to Andasol Ave.	Pink Trumpet Chinese Pistache Chinese Flame
Louise Ave. to Encino Ave.	Pink Trumpet Chinese Flame Chinese Pistache Mexican Fan Palm	Andasol Ave. Encino Ave.	Chinese Pistache Mex. Fan Palm Pink Trumpet Chinese Flame
Encino Ave. to White Oak Ave.	Chinese Flame London Plane Chinese Pistache Mexican Fan palm	Encino Ave. to Texhoma Ave.	Chinese Flame London Plane Chinese Pistache Pink Trumpets Mex. Fan Palm

		Texhoma Ave. to White Oak Ave.	Chinese Flames London Plane
Medians	London Plane		

2.2.3 Sample of Flowering/Ornamental Trees in each Subarea



2.3 Off-Boulevard/Extended Streetscape Areas

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

Section 3.

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

3.1 Landscaping

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

3.1.1 Planting Requirements

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

3.1.2 Trees

The minimum tree planting standard for the palms is 15 feet from the deciduous trees. The deciduous trees are planted between 25- 35 feet apart. The minimum size is a 24 inch box. The trees are to be planted staked, and are to be self-supporting for deciduous trees. The trees are to be untopped. The Mexican Fan Palm is to have 12 feet of brown trunk with a minimum 8 foot brown trunk at planting. The trees are to be planted according to the Los Angeles Department Public Works Standard for Street Tree Planting. Actual tree spacing shall be determined by the Bureau of Street Services.

3.2 Lighting

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

roadway lighting that will exceed the minimum national standard. This additional light also encourages commercial activity since it gives the pedestrian a greater sense of security.

3.2.1 Pedestrian Lighting

Pedestrian lighting shall be lower scale consistent with the concept pole below. The lamp pole shall be decorative in nature with a post top fixture. The post shall be painted “Spring Street Green” to match the roadway lighting. The final determination for a pedestrian pole shall be finalized by the community and submitted to the Bureau of Street Lighting for testing and approval. This process must be done prior to design and construction.

3.2.2 Roadway Lighting

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



3.2.3 Maintenance

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

3.3 Street Fixtures, Furniture and Equipment

The Encino Streetscape Plan identifies distinctive materials, finishes, and street furniture. Any improvements in the public right-of-way are to use these similar materials, finishes, and street furniture. Site developments are to extend materials, finishes and street furniture into the development, as appropriate, in order to unify the “look” of the Boulevard.

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

3.3.1 Ash Urns

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

3.3.2 Benches

The designated bench is the Exeter Bench in the “Evergreen” color, manufactured by Keystone Ridge Designs, Model No. EX26, 6 foot with back **and center arm (not pictured)**:



Bench logos identifying Business Improvement Districts or the Encino Community shall be permitted.

3.3.3 Bicycle Racks

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

3.3.4 Bollards

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

3.3.5 Bus Shelters and Bus Benches

The City of Los Angeles entered into a 20 year agreement (C-102477) with Vicom Decaux, LLC. On December 21, 2001, whereby Viacom Decaux, LLC. Will provide transit shelters, public toilets, trash/recycling receptacles, modular newsracks, and kiosks to the City of Angeles in exchange for exclusive advertising rights on the furniture provided, as well as the location of the furniture elements on the public right-of-way.

The selection of bus shelters shall be coordinated with the Department of Public Works (Bureau of Street Services - Coordinated Street Furniture Program), the respective council office, and representatives of the community. The community may choose to exercise the option to upgrade the bus shelter, with private funding, from the upgrade models provided by Viacom Decaux, LLC. The choice to upgrade the bus shelter may provide the community with the opportunity to select a bus shelter more appropriate to the community environment or theme.

Provisions of a bus shelter may accrue credit under a Transit Demand Management (TDM) plan.

3.3.6 Ornamental Fountains

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

3.3.7 Kiosks and Monuments

An informational kiosk is an ideal way of making community information available and is recommended either through the Coordinate Street Furniture Program, or by private funding.

3.3.8 Sculptures, Artwork, and Interpretive Monuments

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

3.3.9 Newspaper Racks

The location of newspaper racks shall not prevent the orderly placement of street trees, benches, or other streetscape furnishings. If necessary the racks should be moved to another location.

The Board of Public Works is currently working on a revised version of the newspaper rack ordinance. Placement of newspaper racks shall comply with new procedures and requirements that may be established as a result of the adopted ordinance.

3.3.10 Pots/Planters

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

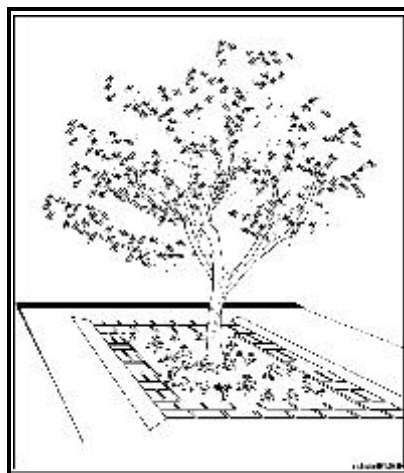
3.3.11 Trash Receptacles

Trash receptacles for Encino shall be the Harmony receptacle, manufactured by Keystone Ridge Designs in the “Evergreen” color. Trash receptacles located within the BID areas may be manufactured with the BID logo.



3.3.12 Tree Well Covers

Subarea B has selected to use softscape within the tree wells. Irrigation for the flowering beds or evergreen plants within the tree wells must be maintained by the private funding entity. However, should the BID cease to exist, tree well covers made of plastic composite (pending approval by the City) or metal, shall be the first choice. Subareas A and C shall have plastic tree well covers, if approved, or metal. Selection of tree well covers shall be approved by the Encino Design Advisory Committee.



3.3.13 Tree Wells

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

3.3.14 Above-ground Utility Vaults and Boxes

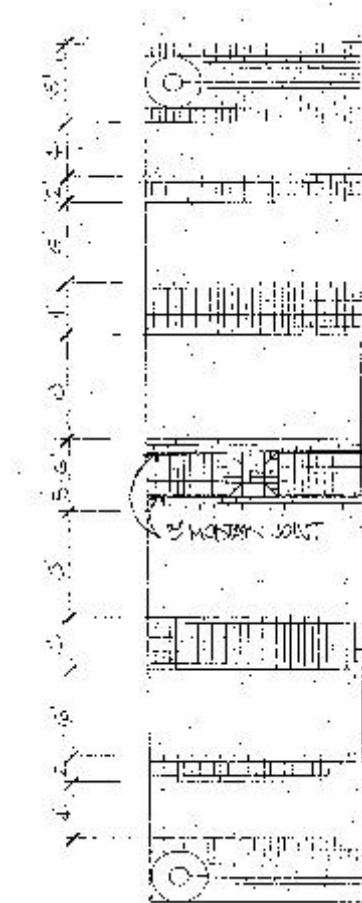
Above-ground utility vaults and boxes, such as those for phone service and traffic signals, etc. are to be painted to match the color pallet chosen for street furnishings.

3.4 Flatwork Improvements

3.4.1 Interlocking Pavers and Bricks

As funding becomes available, pavers may be incorporated throughout Encino as a tool to enhance the sidewalk streetscape. Interlocking pavers or "unit pavers," can be used in designated areas with the approval of the Bureau of Street Services, Department of Public Works. Property owners are encouraged to beautify the sidewalks by integrating various patterns of pavers locked into the curb and sidewalk system. Donations by interested patrons may be recognized with personalized pavers made available for individuals wishing to donate funds or resources to the streetscape plan. The pavers may identify the sponsor or donor of the individual paver in plain Roman type. Under no circumstances shall they be used for commercial advertising.

TYPICAL TREE PLANTER AND PAVER OR BRICK SPACING



Tree Planter

3.5 Roadway Improvements

3.5.1 Planted Medians

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

Construction details of raised medians shall require review and approval by the Department of Transportation and the Bureau of Street Services. Medians should have as few cuts in them as

possible, yet allow reasonable access to businesses along the Boulevard.

3.6 Intersection Improvements

3.6.1 Major and Secondary Intersections

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

3.7 Community Signage

3.7.1 Gateway Signage

Entry or gateway signage for the area is recommended and should be a “Welcome to Encino” sign. If a Business Improvement District (BID) is in place, the BID may “mark” the district with gateway signage.

3.7.2 Street Banners and Flags

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

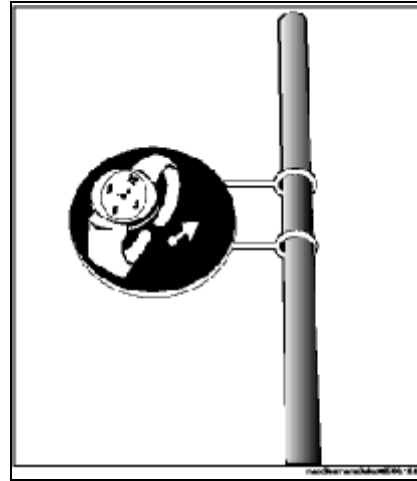
Flags mounted on light poles shall be permitted, consistent with the permitting process by the Bureau of Street Services, but not to exceed a rate of one per blockface. No advertising for outside events or commercial products is permitted.

3.7.3 Medallions

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

- ? Medallions shall be permitted in Pedestrian Oriented Areas (POAs), as defined in the Ventura/ Cahuenga Boulevard Corridor Specific Plan, and in “approved”

Business Improvement Districts (BID).



- ? Art display for medallions shall be representative of generic district businesses or community themes, e.g. animal motif in Tarzana.
- ? Placement of medallion's weight and material specifications shall be determined by the Bureau of Street Lighting.
- ? Design of medallions shall be approved by the Design Advisory Committee.
- ? A permit shall be obtained from Bureau of Street Lighting prior to approval.
- ? Maintenance including graffiti removal, restoration, replacement and preservation shall be the responsibility of the funding entity or organization.
- ? Medallions shall be approved by the Bureau of Street Lighting, Department of Public Works, Department of Transportation and Department of Cultural Affairs.

Section 4.

DOCUMENT SUBMITTAL GUIDELINES

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

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

- ? Minimum of 2 sets of plans to be permitted by permit counter.
- ? Minimum scale 1"=20', fully dimensioned with a north arrow.
- ? All public rights-of-way and easements on or adjacent to the property, including existing and required street dedications, improvements, including sidewalks, street trees, street lights, and transit stops shall be indicated on site plans.
- ? Access from off-site areas such as pedestrian, automobile, deliveries, curb cuts, pathways, fire lanes shall be included in submitted plans.
- ? On-site circulation and parking including driveways, parking spaces, loading areas/docks, pedestrian paths, and disabled access shall be shown.
- ? Arrangement of building foot print locations and use of all buildings shall be shown.
- ? Walls, fences, retaining walls, ramps, and stairs shall be shown.
- ? Landscaped areas-conceptual plan including the location of existing trees to be removed or saved and new trees.
- ? Existing topography, proposed grading, and drainage design plans shall be provided.
- ? Outdoor lighting (building mounted, parking and landscape areas) shall be shown.

4.2 Photographs

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

4.3 Material Boards

- ? Material Boards, when required, may be submitted for each project that requires approval under the Specific Plan. These boards shall not include Streetscape

materials unless they are useful to an understanding of the project's materials.

Section 5.

MAINTENANCE

5.1 Maintenance Guidelines

All work shall conform with the City's Standard Plans available for purchase from Building News, (714) 517-0970. The Standard Plans are also available from the City's Web Site Page, www.lacity.org . Once at the site, click on Bureau of Engineering, Technical Information and select "Standard Plans." All other street tree and street furnishing guidelines are available at the Bureau Street Services' Street Tree Division and Street Use Division respectively. Please contact the Los Angeles Department of Transportation for their standards.

Improvements above and beyond "City Standards" which include aesthetic treatments, will only be permitted through a revocable permit, or if a signed covenant and agreement for their maintenance is executed.

5.2 Street Tree Management

Street tree management includes tree species selection, spacing, oversight of proper installation, maintenance and pruning. In Encino, the Department of Public Works shall maintain oversight of the City's street tree program and any other streetscape program. If a business improvement district, or some other organized form of citizen support is established, then planning for budgetary needs for future years and development of policies for removal of trees could be shared by that organization with the Department of Public Works through contact with that Department.

5.3 Cleaning

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

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

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

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

5.4 Irrigation

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

5.5 Pruning and Trimming

Prior to pruning any street tree, a permit from Street Tree Division must first be secured. Pruning shall be done primarily for the removal of deadwood, cross-branching, and to thin out weak or crowded branches per American National Standards Institute (ANSI) A 300 standards.

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

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

Section 6.

ON-SITE IMPROVEMENT STANDARDS/DESIGN GUIDELINES

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

The total area of all signs on a building shall not exceed two square feet per linear foot of the street frontage of the lot.

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

New signage shall not create a visual conflict with existing signage in the same block frontage or, if at an intersection, with the signage on the other corners.

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

6.2 Paint/Colors/Surface Treatments of Commercial Buildings and Facades

No more than five (5) colors shall be used per business/shop including the building itself, canopies/awnings, door and window frames, hardware, adjacent pole and/or monument signs, other than mural or mosaics on buildings approved by the Cultural Affairs Commission. Colors should relate to the overall building design and not be the dominant characteristic that is primarily used as an “attention getter” device.

6.3 Street Level Design

Buildings, where a substantial length of windowless wall may be unavoidable, should incorporate eye level displays, contrast in wall treatment, decorative features, outdoor seating, and landscaping in order to enhance visual interest and pedestrian vitality. The use of mosaics on bare walls is encouraged to aesthetically enhance the building and streetscape environment. Several businesses within Encino have effectively incorporated this type of decorative feature.

The use of recessed windows, balconies, offset planes or other architectural details, should be incorporated into the building design to provide dimensional relief along buildings facing the sidewalk.

6.4 Buffers

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

6.4.1 Buffers Between Vehicular Areas

Buffers between vehicular use and residential areas, between site developments, and the freeway, should contain an opaque barrier such as a densely planted hedge, concrete wall, or similar structure, 4-6 feet high, and finished to be complimentary to the building architecture. Where concrete block walls are used, Boston Ivy and/or Violet/Blood Red Trumpet Vines are to be planted in order to prevent graffiti.

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

6.4.2 Buffers Between Uses

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

6.5 Lighting

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

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

6.6 Parking Lots

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

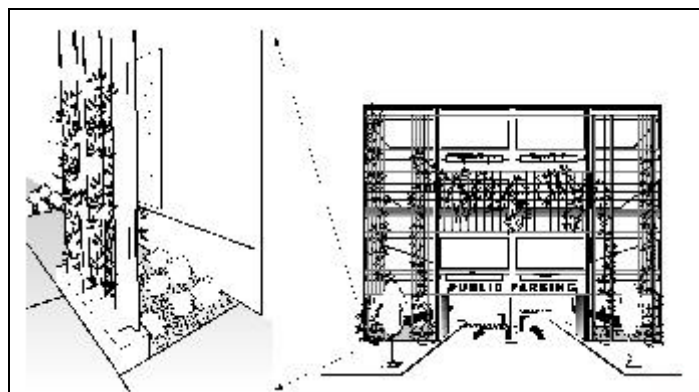
When planting in parking lots, the applicant should ensure that trees, lighting, utility monuments and /or vaults, and building signage are coordinated. Conflicts, such as lighting poles directly next to trees, or trees that block views of building signage, are specifically prohibited. Trees must be selected so that they will grow above the building signage if they are properly maintained, and should never be topped to allow views of the signage.

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

6.6.1 Parking Lot/Structure Landscaping

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

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



- ? Foliage should maintain eye-level visibility and utility clearance in parking lots behind the stores.
- ? In parking lots behind stores, trees are to be planted that

are guaranteed to stay small, and do not have to be pruned to remain clear of existing utility poles and wires. Tree selection must be approved by the Department of City Planning.

6.7 Utility Undergrounding

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

6.8 Additional Guidelines

6.8.1 On-Site Circulation and Access

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

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

- ? Walls or fences proposed to surround the site should be designed to be compatible with the architecture of the principal buildings.

6.8.2 Building Equipment

Accessory structures, such as transformer vaults, HVAC equipment, satellite dishes, and free-standing canopies, etc., must be designed such that they are integrated with the color, texture, architectural and /or landscaping design of a project. They should not occupy the site frontage.

Section 7.

DOCUMENT SUBMITTAL GUIDELINES FOR ON-SITE PROJECTS

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

7.1 Site Plans for On-Site Projects

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

- ? Existing topography, proposed grading and drainage design plans shall be provided.
- ? Outdoor lighting (building mounted, parking and landscape areas) shall be shown.

7.2 Photographs

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

7.3 Material Boards

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

Section 8.

REVIEW

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

8.1 Shop Inspection

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

Section 9.

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