

**CANOGA PARK-COMMERCIAL CORRIDOR
COMMUNITY DESIGN OVERLAY DISTRICT (CDO)**

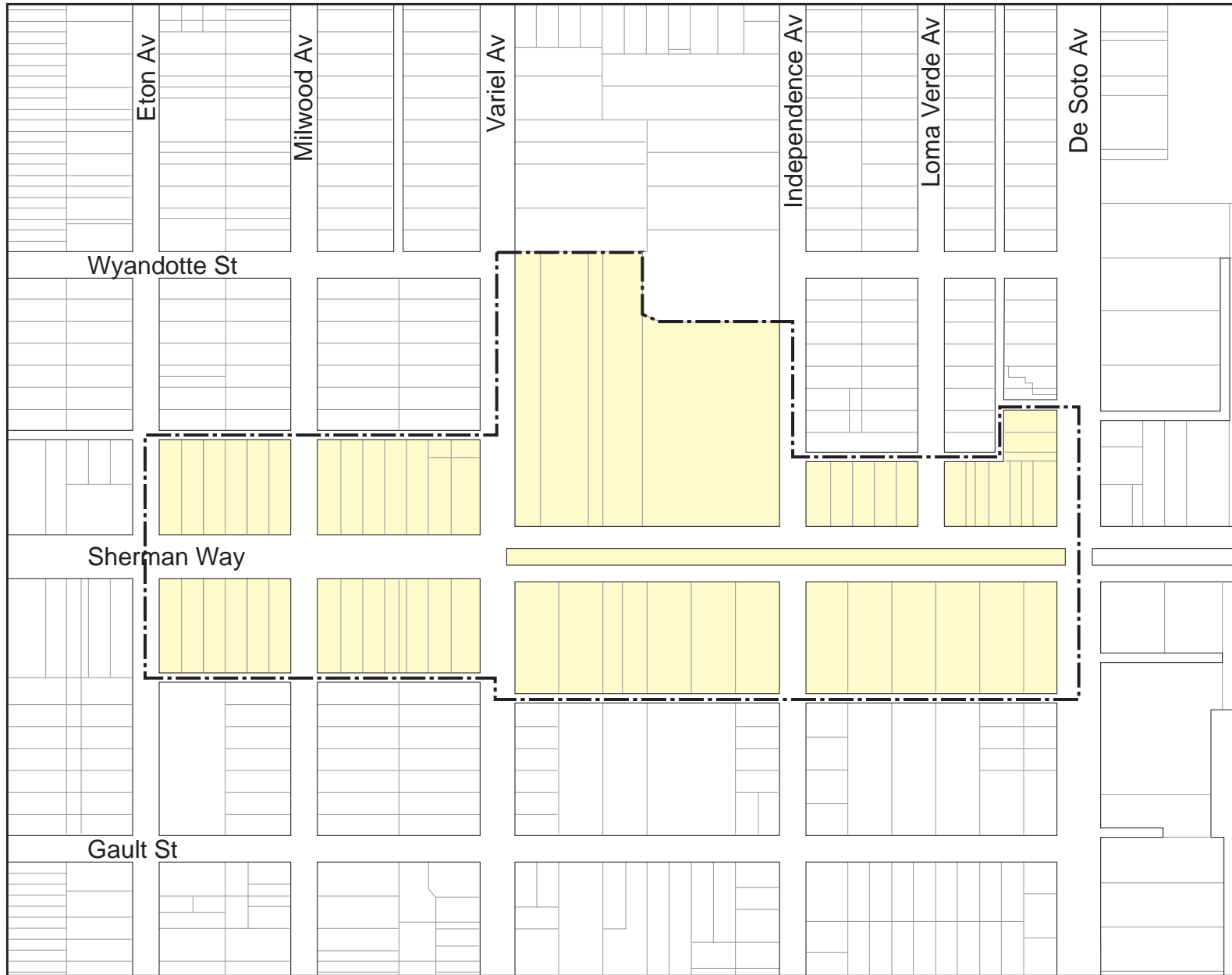
Design Guidelines & Standards

**Approved by the City Planning Commission on October 25, 2001.
Boundary Ordinance No. 174,519 effective June 3, 2002.**

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Canoga Park Commercial Corridor Community Design Overlay District



CANOGA PARK COMMERCIAL CORRIDOR COMMUNITY DESIGN OVERLAY (CDO)

Section 1.

INTRODUCTION

The Canoga Park Commercial Corridor Community Design Overlay District (CDO) is intended to improve the appearance and enhance the identity of the Canoga Park Commercial Corridor through application of Design Guidelines and Standards. The following Design Guidelines and Standards rely on the existing pattern of development to guide new architectural design and site planning. The Canoga Park Commercial Corridor is oriented substantially toward passing traffic. Land use in this area features a diversity of retail, automobile oriented business, street adjacent parking lots, and mini-malls. This area contains few sidewalk adjacent storefronts with most structures placed toward the rear of the parcel and vehicular parking lots oriented toward Sherman Way. This development pattern represents postwar commercial strip development found throughout the San Fernando Valley. Development of this area is auto oriented and features few pedestrian amenities. The approximate boundaries of this subarea are along Sherman Way from Eton Avenue on the west to De Soto Avenue on the east.

Future development in the Canoga Park Commercial Corridor CDO is expected to maintain a similar pattern to the existing development. Specifically, development is anticipated to include new and rehabilitation of existing strip-style shopping centers, stand alone businesses, restaurants and gas stations. Many structures in this area are of such a use-defined nature (e.g., gas stations, strip centers, stand alone fast food restaurants) that the CDO provides specific Design Guidelines and Standards for each type of structure.

The Canoga Park Commercial Corridor CDO is complemented by the Canoga Park Commercial Corridor Streetscape Plan which incorporates streetscape design guidelines and standards that provide direction in the design of projects in the public right-of-way, such as street furniture, street lighting, and landscape. Together these two plans will encourage the integration of public and private space and direct development towards a more cohesive design concept by providing the community with tools for ongoing participation in the revitalization and development of the Canoga Park Commercial Corridor CDO.

This CDO is one of two Canoga Park Community Design Overlay Districts. Together these Districts promote the commercial retail character of the community and provide community tools for ongoing participation in the revitalization and development of Canoga Park.

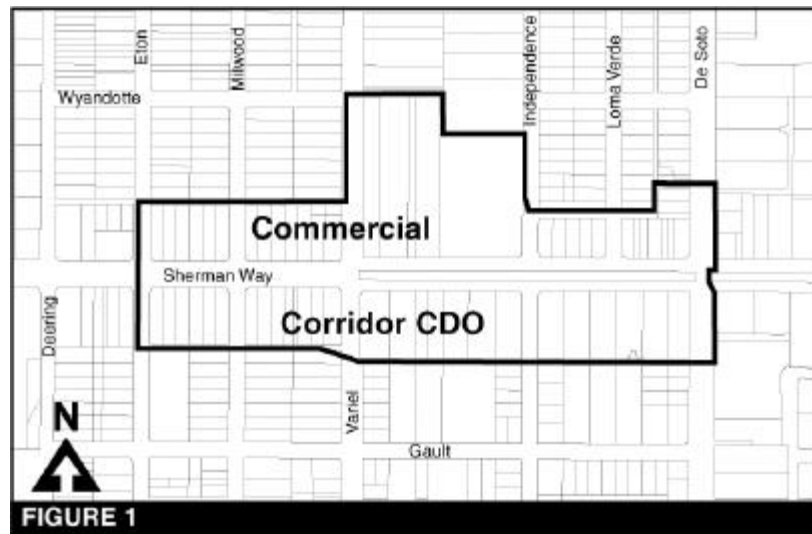
The two Canoga Park CDO's are listed below:

1. Downtown Canoga Park
 - Downtown Main Street development
 - Encourage buildings to the front
 - Promote buildings to human scale
 - Storefront rehabilitation and infill development

2. Canoga Park Commercial Corridor
 - Post war commercial strip development
 - Increase pedestrian amenities
 - Reduce automobile parking in the front
 - Storefront rehabilitation

A. Boundaries and Organization

The Boundaries of the Canoga Park Commercial Corridor CDO are shown on the map in Figure 1. These boundaries include all commercial properties designated by the Community Plan for commercial use along Sherman Way between Eton Avenue on the west and De Soto Avenue on the east.



All commercial projects within the boundaries of the Canoga Park Commercial Corridor CDO must comply with the following Design Guidelines and Standards. The requirements have the overall goal of achieving a high quality environment that will attract customers, new businesses, and provide for the comfort, convenience, and safety of shoppers.

Design guidelines are policy directives and are implemented through the application of design standards. Often, more than one standard per guideline is provided. Below is an example of a design guideline and implementing standard.

EXAMPLE:
Awnings & Canopies

Guideline: Use Awnings to create shade and add architectural design interest.

Standard: Awnings and Canopies shall be constructed of high quality, durable, fade resistant, and fire retardant materials.

Section 2.

GOALS AND PRINCIPLES

A. Goals

The Canoga Park Commercial Corridor CDO provides Design Guidelines and Standards intended to promote and enhance the identity of the district. Specifically, the goals of the CDO are:

- To promote storefront and shopping center design that enhances the physical appearance of the corridor and establishes an identity distinguishing it from strip development found elsewhere on Sherman Way and the San Fernando Valley overall.
- To promote design of storefronts and shopping centers that contribute to the safety and comfort of both pedestrian and automobile traffic.
- To provide direction in site planning and insure a high degree of design quality in development of the corridor through use of Design Guidelines and Standards.

B. Design Principles

The Canoga Park Commercial Corridor CDO is based upon a set of principles. These principals are:

1. **Consistency:** The Canoga Park Commercial Corridor CDO features a mixture of development types including shopping centers, mini-malls, office buildings, gas stations, fast food restaurants, and other types of buildings. Design of such structures is influenced by use, age, and site constraints such as lot width and building setbacks. Within the context of these constraints, development should maintain a basic consistency and compatibility within and between stores, shopping centers, and mini-malls. Consistency and compatibility can be achieved through selection of colors, exterior surface materials, landscape materials, and sign programs.
2. **Safety:** Public safety is critical to the success of commercial districts. Public safety in this case refers not only to safety from criminal activity, but also creating an environment in which pedestrian and automobile traffic can safely coexist. The design and development of commercial centers and the public open space adjacent to them should include considerations of public safety. Public safety issues can be addressed through site planning considerations such as the location of plazas and other gathering places, parking lots, lighting, signage, and landscape.

3. **Simplicity:** Design Guidelines and Standards for the Canoga Park Commercial Corridor CDO should provide for public convenience in that it clearly identifies the nature of the business and clearly communicates points of ingress and egress for pedestrians and automobile traffic.

Section 3.

ADMINISTRATION

All Projects in the Canoga Park Commercial Corridor Community Design Overlay District will be reviewed for compliance with the Design Guidelines and Standards before being issued a building permit. A definition of "Project," an outline of procedures for submitting an

application for review, required submittal materials, and procedures to appeal determinations follows.

A. Project Definition

The definition of a Project is provided in Chapter 1, Section 13.08 of the Los Angeles Municipal Code (LAMC).

"The CDO applies to the erection, construction, addition to, or exterior structural alteration of any building or structure, including, but not limited to, pole signs and/or monument signs located in a Community Design Overlay District. A project does not include construction that consists solely of (1) interior remodeling, interior rehabilitation or repair work; (2) alterations of, including structural repairs, or additions to, any existing building or structure in which the aggregate value of the work, in any one 24-month period, is less than 50 percent of the building or structure's replacement value before the alterations or additions, as determined by the Department of Building and Safety, unless the alterations or additions are to any building facade facing a public street; or (3) a residential building on a parcel or lot which is developed entirely as a residential use and consists of four or fewer dwelling units, unless expressly provided for in a Community Design Overlay District established pursuant to this section."

B. Procedures for Private Projects

Upon application for a building permit, the Department of Building and Safety refers applicants to the City Planning Department to determine if the proposal is a project according to the above definition. Simple cases such as signs may require minimal review for compliance. Most cases will require more substantive staff review. Below is a list of necessary application materials for review of a CDO project. A determination by the Planning Department is required to be issued pursuant to Code Section 13.08 E 2 (b) of the Los Angeles Municipal Code 20 days from the date all required materials are submitted and the project is deemed complete.

C. CDO Project Submittal Materials

1. Master Land Use Application
2. Environmental Clearance
3. Architectural Plans
 - Vicinity Map with the location of applicants' property.
 - Site/Plot Plan at a minimum 1/8" scale.
 - Elevations (N, S, E, AND W) of existing and proposed structures, with all dimensions included.
 - For applicable projects, architectural detail sheet including, but not limited to Articulation of main facade elements, windows, doors, balconies, exterior building materials, exterior wall surface treatment, decorative elements, color, roof treatments, wall signs, and monument signs.
 - Landscape plan, if necessary.
 - Color renderings of the project if deemed necessary by planning staff.
4. Photographs (a minimum of 4"x 6")
 - Subject Site.
 - Subject Project
 - A panoramic view of all structures within a distance of 200 feet on either side of the subject site.
 - A panoramic view of existing structures on the opposite side of the street within 300 feet of the subject site.

D. Appeals

Once the determination letter is issued by the Planning Department, no determination approving or disapproving a CDO project application is final until the 15-day appeal period has expired pursuant to Code Section 13.08 E 5 of the LAMC. Appeals may be filed by applicants or interested parties. Appeals shall be in writing and shall set forth specifically where the petitioner believes the findings and decision to be in error. Appeals shall be filed on Form CP-7769.

Section 4.

DEFINITIONS

The following words and phrases, whenever used in this document, shall be construed as defined in this section. Words and phrases not defined herein shall be construed as defined in Sections 12.03 and 13.07 C of the LAMC.

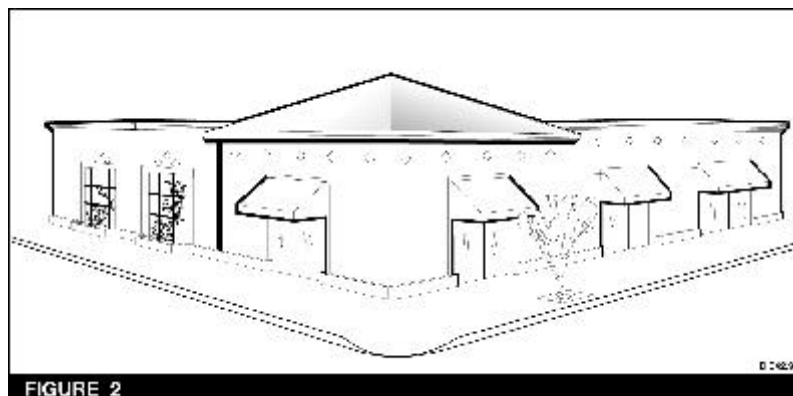
- A. **Awning:** A roof like cover extending over or in front of a door or window as a shelter or decorative element.
- B. **Channel Letters:** Three-dimensional individually cut letters or figures, illuminated or unilluminated, affixed to a structure.
- C. **Facade:** The front of a building or any of its sides facing a public way or space.
- D. **Main Building:** The largest building of a shopping center.
- E. **Pedestrian Way:** Walkway providing pedestrian passage through parking lots that is distinguished by hardscape and landscape treatments that provide for pedestrian safety and ease of movement.
- F. **Service Area:** Any location containing open storage, loading docks or non-public entrances, trash receptacles, or other utility uses.
- G. **Shopping Center:** Any unified development consisting of more than two (2) businesses, attached or unattached, on one or more lots, that are under one ownership, or share a common parking service or other facilities.
- H. **Trash Enclosure:** Any area constructed of solid walls or fences, including chain link or wrought iron fences, used to enclose commercial trash receptacles.

Section 5.

GENERAL DESIGN GUIDELINES AND STANDARDS

The following guidelines apply to all projects in the Canoga Park Commercial Corridor CDO.

- A. **Awnings & Canopies**
Guideline 1: Use Awnings to create shade and add architectural design interest. (See Figure 2)



Standard 1: Awnings and Canopies shall be constructed of high quality, durable, fade resistant, and fire retardant materials.

B. Business Orientation

Guideline 2: Business entrances should be oriented towards a common public space to provide a unifying focus for the district. This is accomplished by placing primary business entrances toward Sherman Way and by designing buildings Facades that are open (i.e., consist of windows, display cases, or door openings) and visible from the street.

Standard 2a: The primary entrance for businesses in the Canoga Park Commercial Corridor shall be visible to passing automobile and pedestrian traffic on Sherman Way.

Standard 2b: Transparent elements, including doors, shall account for at least seventy (70) percent of all building Facades visible from Sherman Way.

C. Exterior Finish

Guideline 3: Use materials and colors that create visual interest without using bright or fluorescent colors.

Standard 3a: Fluorescent and day-glo/neon colors shall be prohibited.

Standard 3b: Contrasting trim and horizontal color bands shall be used to help break up the vertical monotony of tall flat walls.

Standard 3c: All vents, gutters, down spouts and electrical conduits shall be painted to match the color of the adjacent surface unless being used expressly as a trim or accent element.

D. Exterior Surface Materials

Guideline 4: Use exterior surface materials that complement existing buildings in the district. Recommended materials include smooth brick, smooth texture stucco, and tile.

Standard 4a: The use of wood, metal, unfinished or un-surfaced concrete block walls, plywood, and heavily textured stucco as

primary exterior surface materials shall be prohibited.

Standard 4b: Notwithstanding Standard 5a, wood and metal may be used for door frames, window frames, and other accent uses.

E. Freestanding Walls & Fence Treatment

Guideline 5: Use materials that complement existing buildings when freestanding walls are used to provide security, screening and privacy. Materials may include masonry and wrought iron, with incorporated landscape.

Standard 5a: If solid walls are used, they shall be decorative walls and include graffiti-resistant materials.

Standard 5b: Non-decorative walls, corrugated metal or other type of solid metal, and plywood or rustic wood fences are prohibited.

Standard 5c: Security devices such as razor wire or barbed wire are prohibited. An alternative to such devices is to incorporate landscape species such as *Bougainvillea* and *Rosa* along the length of the wall and/or as a top accent.

F. Graffiti Abatement

Guideline 6: Use exterior surface materials that will reduce the incidence and appearance of graffiti.

Standard 6: Exterior walls shall be treated with graffiti resistant surfaces. Such treatment may include specialized coatings and vegetation.

G. Landscape Buffer - Requirements

Guideline 7: Provide a landscape buffer at the lot line adjacent to the public right-of-way. This buffer will create a physical safety zone for pedestrians, and automobiles, and provide a visually attractive transition between the Project site and public right-of-way.

Standard 7a: All Projects with 50 linear feet or less of lot frontage shall provide a 10-foot wide irrigated landscape buffer adjacent to the public right-of-way. The buffer may be reduced to five feet in width for existing structures only, if necessary, to

provide parking spaces as required by the LAMC.

Standard 7b: All Projects with greater than 50 linear feet of lot frontage on Sherman Way shall provide a minimum 15-foot wide irrigated landscape buffer adjacent to the public right-of-way.

Standard 7c: Where landscape buffers separate the public right-of-way from adjacent parking lots, the landscape buffers shall shield vehicles from public view through the use of a three and one-half foot high earth berm, hedge, or any combination thereof, except across necessary driveways or walkways.

Standard 7d: Trees shall be planted in landscape buffers at a ratio of one tree every 20 feet on center. Trees shall be a minimum 36-inch gallon box size.

H. Landscape Buffer - Pedestrian Amenities

Guideline 8: Incorporate pedestrian elements such as street furniture and lighting to provide a safe and comfortable pedestrian environment.

Standard 8: Landscape buffers fronting Sherman Way shall provide benches and trash receptacles.

I. Parking Maintenance

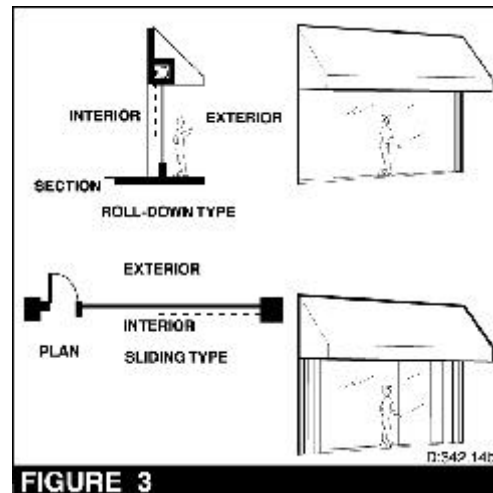
Guideline 9: Enhance the visibility and appearance of parking areas by maintaining existing parking lots in good repair.

Standard 9: All parking lots that require re-stripping, shall first be re-slurry coated.

J. Security

Guideline 10: Use alternatives to exterior security grills to provide for security and avoid portraying a negative image about the safety and appeal of the area.

Standard 10: Interior security grills/bars shall recess completely into pockets that completely conceal the grills when it is retracted. (See Figure 3)



K. Sign Limitations

Guideline 11: Limit the proliferation of signs to strengthen the quality of the visual environment.

Standard 11a: Banner Signs shall be prohibited except as temporary commercial signs used to advertise a grand opening or change of business or except as banners attached to light standards used to promote noncommercial artistic purposes or the activities of nonprofit or governmental agencies.

Standard 11b: One (1) commercial banner sign not to exceed 24 square feet shall be issued per business for a period not to exceed thirty (30) days. Banners shall be temporarily affixed to a building wall.

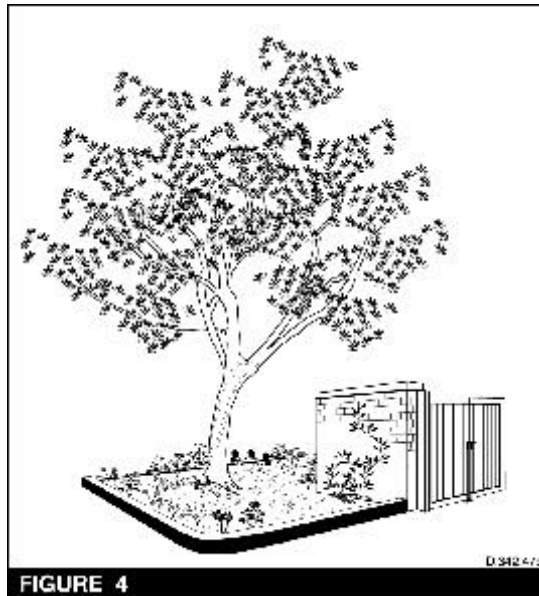
L. Sign Clutter

Guideline 12: Enhance the identity of individual businesses by reducing “sign clutter” or cannister signs that express a transitory nature of businesses. Use of monument signs, pedestrian projecting signs, and channel letter signs offer an attractive method of business identification without creating a cluttered business environment making business identification difficult.

Standard 12: Sign text shall be limited to business name, and identification. Phone numbers as sign text display shall be prohibited.

M. Utilities & Service Areas

Guideline 13: Screen utilities, storage areas, loading docks, mechanical equipment and other Service Areas from public view. (See Figure 4)



Standard 13a: Electrical transformers installed as part of a new project shall be placed to the rear of the site or under-ground.

Standard 13b: Existing electrical transformers at the front of the site shall be screened by substantial landscape and/or an architectural barrier.

Standard 13c: All Service Areas shall be enclosed or completely screened from public view. Enclosures shall consist of six-foot (6') high walls, gates, and landscape.

Standard 13d: Roof-top mechanical equipment shall be screened from public view.

Standard 13e: Shopping cart storage areas shall be incorporated into the design of the building to provide a visual screen of carts from the parking areas. (See Figure 5)



N. Wireless Antennas and Facilities

Guideline 14: Minimize visibility of wireless communication facilities and reduce the number of freestanding structures.

Standard 14a: Building and roof mounted antennas and other telecommunication equipment shall be painted and textured to integrate into the architecture of the existing structures to which they are attached or they shall be effectively screened by the use of parapets or similar architectural elements (false windows).

Standard 14b: Accessory equipment (e.g. power supply boxes) shall be effectively screened through placement underground, internally within building structures, on rooftop locations behind architectural elements, or when above ground, placed behind a landscaped wall or landscaped solid barrier.

Standard 14c: All new facilities shall be designed to accommodate more than one service provider.

Standard 14d: All future wireless communication facilities shall be located so as to minimize their visual impact to the maximum extent feasible, considering technological requirements, by means of placement, screening and camouflage, to be compatible with existing architectural elements, building materials, and other site characteristics.

Section 6.

**SHOPPING CENTERS AND MINI-MALLS
DESIGN GUIDELINES & STANDARDS**

A. Identity

Guideline 15: Design all buildings within a Shopping Center to create a cohesive visual relationship between the buildings. This relationship can be established through exterior finish, architectural design elements, signs, and landscape.

Standard 15a: All Shopping Center buildings shall share at least two (2) colors and materials in common.

Standard 15b: All Shopping Centers and mini-malls shall submit a sign plan with detailed elevations illustrating the number, location, size and color of proposed signs.

B. Freestanding Buildings

Guideline 16: Design freestanding buildings to be consistent with the design of the remainder of the Shopping Centers.

Standard 16a: When the exterior of a Shopping Center receives a new architectural treatment, freestanding buildings that are part of the Shopping Center shall receive similar treatment to maintain uniformity with said Shopping Center.

Standard 16b: Freestanding buildings shall be designed and detailed consistently on all sides, including the rear and side elevations.

C. Landscape Parking Lots

Guideline 17: Minimize the expansive appearance of parking lots through use of landscape and hardscape features.

Standard 17: Provide landscaped islands with automatic irrigation systems, comprising at least 7% in parking lots greater than 7,500 square feet.

D. Pedestrian/Vehicle Circulation

Guideline 18: Reduce potential safety hazards caused by conflicts between pedestrian and automobile traffic by clearly identifying locations for pedestrian activity and circulation, vehicular circulation, and by separating locations for delivery trucks from public points of ingress/egress.

Standard 18: Provide pedestrian walkways in parking lots greater than 10,000 square feet. Such Pedestrian Ways shall feature textured or colored paving materials (excluding stamped asphalt), landscape features, Bollards, and lighting.

E. Pedestrian Walkways

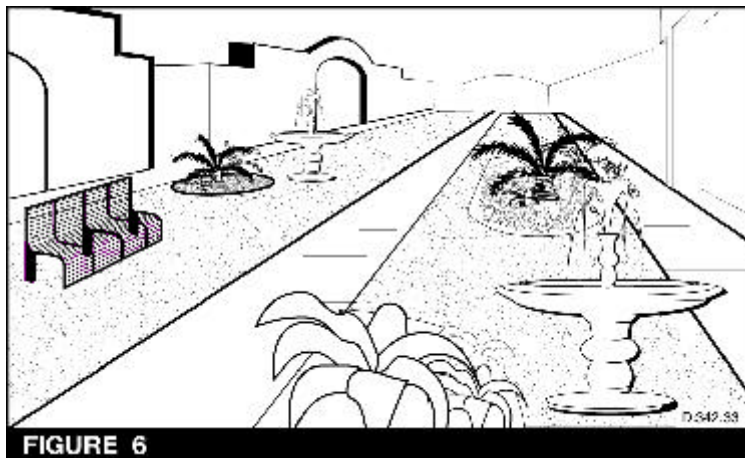
Guideline 19: Provide a safe, attractive, shopping environment by incorporating pedestrian amenities such as shade, lighting, landscape, and gathering areas.

Standard 19a: Children's amusement rides shall be prohibited within pedestrian walkways located adjacent to Shopping Center Buildings.

Standard 19b: Shopping Center Buildings shall provide a minimum 10-foot wide pedestrian walkway adjacent to building frontage.

Standard 19c: Storefronts shall provide Awnings, Canopies, or trees to shade over 75% of the width of pedestrian walkways adjacent to storefronts.

Standard 19d: Breaks between buildings, other than freestanding buildings, shall consider pedestrian amenities such as seating, architectural water structures/features, and landscape. (See Figure 6)



Section 7.

**FREESTANDING RESTAURANT
DESIGN GUIDELINES AND STANDARDS**

A. Integration

Guideline 20: Integrate architectural and structural additions to existing restaurants such as drive-thru windows, play structures, and outdoor dining areas into the Main Building architecture.

Standard 20a: Outdoor seating areas, play equipment, and perimeter fencing shall be reviewed to ensure compatible and attractive design integrated with the Main Building architecture. Such structures shall be similar in height and employ the same color and exterior surface materials and finish as the Main Building.

Standard 20b: Trash enclosures and other service spaces shall be constructed of materials and finishes that are compatible with the main restaurant building.

Section 8.

AUTOMOTIVE USES DESIGN GUIDELINES

A. Auto Repair

Guideline 21: Minimize visual blight by designing buildings to screen work activity from vantage points located within the public right-of-way.

Standard 21: All automotive related buildings shall not have bay doors facing Sherman Way.

B. Auto Service Stations

Guideline 22: Design project additions associated with an auto service station to be architecturally related to each other. Auto service stations separate structures (canopy, carwashes, cashiers, booth, etc.) should be architecturally related to the main structure on the site to provide a cohesive project site.

Standard 22a: Separate structures (Canopies, carwashes, cashiers booth, etc.) shall be architecturally related to service stations through the use of similar

exterior surface materials, colors, and architectural detailing.

Standard 22b: Carwash openings shall be sited so that entrances, exits, and openings therein shall not face any residential property.

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