

## Division D3

# Site Planning and Project Design Standards

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## Chapter I - General Property Development Standards

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### Sections:

- D3-1 - Purpose
- D3-2 - Applicability
- D3-3 - Development on Substandard Parcel
- D3-4 - Fences, Walls, and Screening
- D3-5 - Hazardous Materials Storage
- D3-6 - Height Limits and Exceptions
- D3-7 - Outdoor Lighting
- D3-8 - Performance Standards
- D3-9 - Relocated Structures
- D3-10 - Setback Requirements and Exceptions
- D3-11 - Solid Waste/Recyclable Materials Storage
- D3-12 - Underground Utilities
- D3-13 - Utility and Public Service Requirements

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### D3-1 - Purpose

This Chapter expands upon the standards established by Division D2 (Allowable Land Uses and Zone Standards) for each zone, by addressing additional details of site planning, project design, and the operation of land uses. These standards are intended to ensure that proposed development is compatible with existing and future development on neighboring properties, and produces an environment of stable and desirable character, consistent with the General Plan and any applicable specific plan.

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### D3-2 - Applicability

The requirements of this Chapter shall apply to all proposed development and new land uses, except as specified in Chapter D7-I (Nonconforming Uses, Structures, and Parcels). The requirements of this Chapter shall be considered along with the standards for the applicable zone in Division D2 (Allowable Land Uses and Zone Standards) and those in Divisions D4 (Standards for Specific Land Uses) and D5 (Resource Management).

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### D3-3 - Development on Substandard Parcel

- A. Minimum area and width required.** A legally created parcel with an area or width less than required for the applicable zone by Division D2 (Allowable Land Uses and Zone Standards) may be occupied by a permitted or conditional use if the parcel has an area of at least 2,500 square feet and a width of at least 25 feet, and if on the effective date of the regulations that made the parcel substandard, the parcel was in single ownership, separate from any abutting parcel.
- B. One dwelling unit may be allowed.** One dwelling unit may be located on a substandard residentially zoned parcel that meets the requirements of this Section, but only if constructed in compliance with the City adopted Uniform Building Code.
- C. Setback and density requirements.** A substandard parcel shall comply with the same setback and density requirements in Division D2 (Allowable Land Uses and Zone Standards) as a standard parcel.
- D. No further reductions allowed.** A substandard parcel shall not be further reduced in area or width.

### D3-4 - Fences, Walls, and Screening

**A. Applicability.** The requirements of this Section apply to all fences and walls unless otherwise stated.

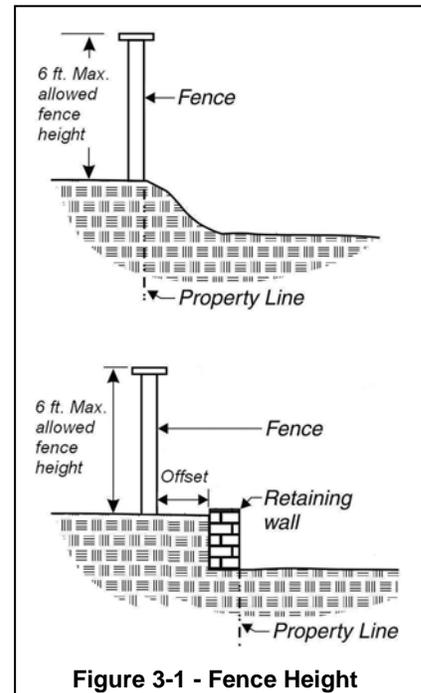
1. **Fences or wall in flood hazard area.** A fence or wall in an area subject to flooding identified on a Federal Flood Insurance Rate Map (FIRM) on file in the Engineering Services, Public Works Department shall require a Building Permit.
2. **Exemptions.** These regulations do not apply to fences or walls required by a State or Federal agency, or by the City for public safety.

**B. Height limits.**

1. **General height limit.** Each fence and/or wall shall comply with the height limits shown in Table 3-1 for Residential zoned properties or Table 3-2 for Non-Residential zoned properties. Fencing between different land uses shall be provided in compliance with Subsection F. (Screening), below.

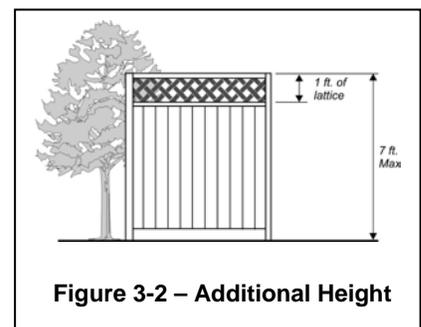
**TABLE 3-1  
HEIGHT OF RESIDENTIAL  
FENCES AND WALLS**

Location	Maximum Height
Along a front property line and/or within a required front setback	3 ft
Alongside or rear property lines and/or within required setbacks	7 ft. (6 ft. solid with 1 ft. lattice) <sup>1</sup> 6 ft. (with architectural feature), see Subsection B.3 below.
Outside of required side or rear setbacks	See Accessory Structures, D4-26
<sup>1</sup> <b>Fence height - No permit required.</b> The Zoning Administrator may allow the height of a fence along a side or rear property line and/or within a side or rear setback to be a maximum of seven feet without a Minor Use Permit if the top one foot is constructed of open lattice subject to the approval of the Zoning Administrator; provided that the fence complies with all other applicable requirements of this Section, including the fence material limitations in Subsection E. (Prohibited materials). Open lattice shall be 50% or more air-penetrable and constructed of like material to the fence. See Figure 3-2.	

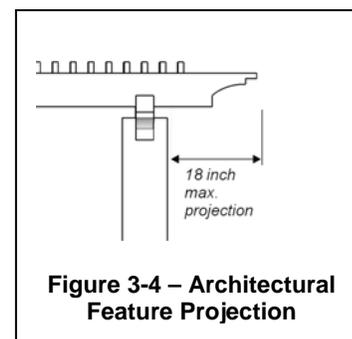
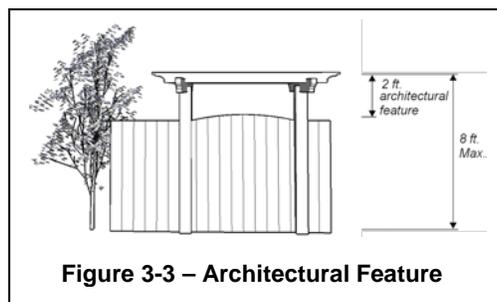


**TABLE 3-2  
HEIGHT OF NON-RESIDENTIAL FENCES AND WALLS**

Location	Maximum Height
Along a front property line and/or within a required front setback	3 ft
Alongside or rear property lines and/or within required setbacks	8 ft. (8 ft. solid)
Outside of required side or rear setbacks	See Accessory Structures, D4-26



2. **Increased fence or wall height - Permit required.** The maximum fence or wall height allowed by Table 3-1 or Table 3-2 may be increased with Minor Exception or Variance approval, subject to the required findings in D6-24 (Minor Exceptions) or D6-29 (Variances) and the following requirements.
  - a. Each fence or wall shall comply with the traffic safety visibility area requirements in Section D3-6.F., below.
  - b. The Zoning Administrator may require conditions of approval to address aesthetic issues and concerns.
3. **Architectural Feature.** An architectural feature may be constructed a maximum of 2 ft. above a 6 ft. high fence. The architectural feature may project a maximum 18 inches from the posts, but shall not extend beyond a property line. See Figure 3-3 and Figure 3-4.



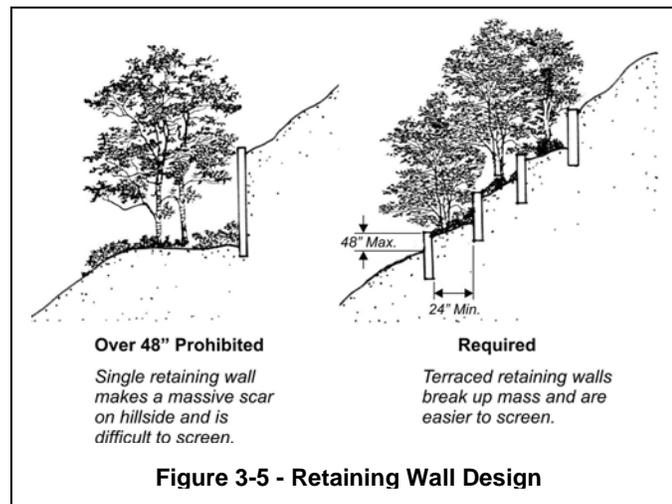
#### C. Measurement of fence and wall height.

1. Fence height shall be measured as the vertical distance between the finished grade at the base of the fence and the top edge of the fence material. Grade may not be modified in order to increase fence height.
2. The height of fencing atop a wall shall be measured from the base of the wall and measured from the side with the lowest natural grade and shall not exceed the maximum height required by this section. See Figure 3-1
3. Where the elevation of the finished grade within six feet of the base of the fence differs from one side of the fence to the other (as when a fence is placed at the top of a slope or on a retaining wall), the height shall be measured from the side with the lowest natural grade. In order to maximize the height of the wall and fence, the fence will need to be offset from the wall. See Figure 3-1.

#### D. Specific fence and wall requirements.

1. **Fencing between different land uses.** Fencing between different land uses shall be provided in compliance with Subsection F. (Screening), below.
2. **Outdoor equipment, storage, and work areas.** Nonresidential outdoor uses and equipment adjacent to a residential use shall be screened in compliance with Subsection F. (Screening), below.

3. **Retaining walls.** An embankment to be retained that is over 48 inches in height shall be benched so that no individual retaining wall exceeds a height of 48 inches above finished grade, and each bench has a minimum depth of 24 inches. See Figure 3-5.



4. **Swimming pools, spas, and similar features.** Swimming pools/spas and other similar water features shall be fenced in compliance with City adopted Uniform Building Code (UBC) requirements, regardless of the other requirements of this Section.
5. **Temporary fencing.** Temporary fencing may be required by a Zoning Administrator where necessary to protect archaeological or historic resources, trees, or other similar sensitive features, and the general public from construction activities during site preparation and construction.
- E. Prohibited materials.** The following fence materials are prohibited in all zones unless approved by the Zoning Administrator for animal control, special security needs, or required by a City, State, or Federal law or regulation. Note: open wire fencing is permitted on property abutting open space.
1. Barbed wire, or electrified fence;
  2. Razor or concertina wire in conjunction with a fence or wall, or by itself; and
  3. Chain link fencing within a front or street side yard.
- F. Screening.** This Subsection establishes screening standards between different land uses for mechanical equipment, loading docks, refuse areas, and outdoor storage areas.
1. **Screening between different land uses.** A commercial or industrial land use proposed on a site abutting to a residential zone shall provide screening at the parcel boundary as follows. The Zoning Administrator may also require other nonresidential uses adjacent to a residential use to comply with these requirements.
    - a. The screen shall consist of plant materials and a solid, decorative wall of masonry or similar durable material, a minimum of six feet in height.
    - b. The screen shall consist of plant materials and a solid, decorative wall of masonry or similar durable material, a minimum of six feet in height.
    - c. The maximum height of the wall shall comply with the provisions of Subsection B. (Height limits), above.

- d. The decorative wall shall be architecturally treated on both sides, subject to Zoning Administrator approval.
  - e. A landscaping strip with a minimum width of five feet shall be installed adjacent to a screening wall, except that 10 feet of landscaping shall be provided between a parking lot and a screening wall, in compliance with Section D3-19 (Landscape Location Requirements).
  - f. The Zoning Administrator may waive, or approve a substitute for the requirements of this Subsection F.1, if the Zoning Administrator first determines that:
    - (1) The relationship of the proposed uses makes screening unnecessary;
    - (2) The intent of this Section can be successfully met by alternative screening methods;
    - (3) Physical characteristics and/or constraints on the site make the required screening infeasible or unnecessary.
- 2. Mechanical equipment.** Mechanical equipment shall be screened as follows. Telecommunications equipment and antennas shall be screened in compliance with Chapter D4-IV (Wireless Telecommunications Facilities).
- a. **Screening required.**
    - (1) Except as provided in following Subparagraph (3), all exterior mechanical equipment shall be screened from view on all sides.
    - (2) Equipment to be screened shall include air conditioning, ductwork, heating, plumbing lines, refrigeration equipment, and transformers.
    - (3) Screening of the top of the equipment may be required by the Zoning Administrator, if necessary to protect views from a neighboring residential zone.
  - b. **Roof-mounted equipment.** Roof-mounted mechanical equipment (e.g., air conditioning, ductwork, heating, plumbing lines, etc.) shall be screened in compliance with Subsection F.2.a, above.
  - c. **Utility meters.** Utility meters shall be:
    - (1) Enclosed within subsurface vaults when located within a required front setback or in a street side setback; and
    - (2) Screened from view from public rights-of-way, but need not be screened on top or when located within the interior side setback of a single-family dwelling.
  - d. **Screening specifications.**
    - (1) Screening materials may be solid concrete, wood, or other opaque material and shall effectively screen the mechanical equipment so that it is not visible from a street or adjoining parcel subject to the determination of the Zoning Administrator.
    - (2) The method of screening shall be architecturally compatible with other on-site development in terms of colors, materials, and architectural style.
- 3. Loading docks and refuse areas.** Loading docks and refuse storage areas shall be screened from public view from adjoining public streets and rights-of-way and adjoining areas zoned for

residential uses. The method of screening shall be architecturally compatible with other on-site development in terms of colors, materials, and architectural style. Refuse storage areas shall comply with all applicable requirements of Section D3-11 (Solid Waste/Recyclable Materials Storage).

4. **Screening for other activities and land uses.** Screening shall also be provided in compliance with applicable standards in Division D3, Chapter III (Parking and Loading), and Division D4 (Standards for Specific Land Uses), as applicable.

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### D3-5 - Hazardous Materials Storage

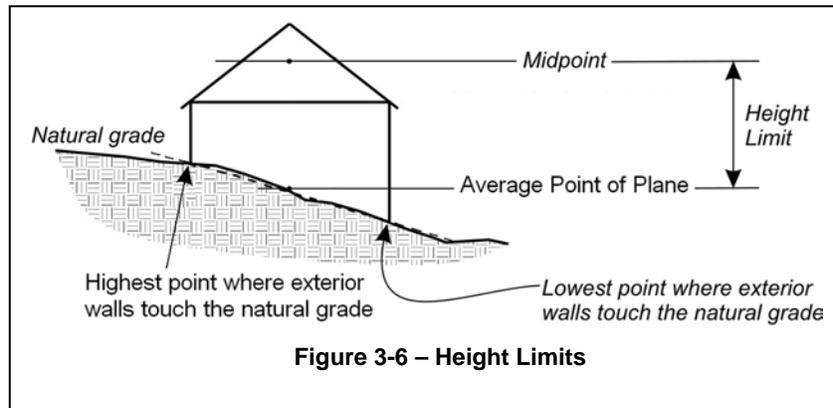
- A. **Purpose.** The requirements of this Section are intended to ensure that the use, handling, storage, and transport of hazardous substances comply with all applicable requirements of the California Health and Safety Code, and that the City is notified of emergency response plans, unauthorized releases of hazardous substances, and any substantial changes in facilities or operations that could affect the public health, safety, or welfare. It is not the intent of this Section to impose additional restrictions on the management of hazardous wastes.
- B. **Definitions.** For purposes of this Section, "hazardous substances" shall include all substances on the comprehensive master list of hazardous substances compiled and maintained by the California Department of Health Services in compliance with State law (Health and Safety Code Section 25282).
- C. **Permit requirement.** Use Permit approval shall be required for any new commercial, industrial, or institutional use or accessory use, or major addition or alternative to an existing use that involves the handling, manufacture, processing, or storage of hazardous substances in sufficient quantities that would require permits as hazardous chemicals under the Uniform Fire Code adopted by the City, with the following exceptions:
  1. Underground storage of bulk flammable and combustible liquids is allowed in compliance with Subsection E. (Underground storage tanks), below; and
  2. Hazardous substances in container sizes of 10 gallons or less that are stored or maintained for the purposes of retail or wholesale sales are exempt from these regulations.
- D. **Hazardous Materials Release Response Plan required.**
  1. Each business within the City that is required by Health and Safety Code Chapter 6.95 to prepare a Hazardous Materials Release Response Plan shall submit the plan, including any corrected or revised plans, to the Zoning Administrator at the same time the plan is submitted to the public agency responsible for administering these provisions.
  2. The submittal of the Hazardous Materials Release Response Plan shall be a condition of approval of a zoning permit for the following:
    - a. New development where space may be occupied by a business; and
    - b. Any alteration or addition to an existing structure occupied by a business that is subject to Health and Safety Code Chapter 6.95.

- E. Underground storage tanks.** The underground storage of hazardous substances shall comply with all applicable requirements of State law (Health and Safety Code Chapter 6.7) and Section 79.113(a) of the Uniform Fire Code.
1. Any business located in the City that uses underground storage tanks shall:
    - a. Notify the Fire Chief of any unauthorized release of hazardous substances within 24 hours after the release has been detected and the steps taken to control the release; and
    - b. Notify the Fire Chief and the Zoning Administrator of any proposed abandoning, ceasing operation, or closing of any underground storage tank and the actions to be taken to dispose of any hazardous substances.
  2. These notification requirements shall apply to the following:
    - a. New development that involves the installation of an underground tank; and
    - b. Any alteration or addition to an existing structure on a site where an underground storage tank exists.
- F. Above-ground storage tanks prohibited.** Above-ground storage tanks containing hazardous substances are prohibited within the City.
- G. Appeals.** A decision of the Zoning Administrator may be appealed to the Planning Commission in compliance with Chapter D7-II (Appeals and Calls for Review).
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## D3-6 - Height Limits and Exceptions

- A. Purpose.** This Section describes the required methods for measuring the height of structures in compliance with the height limits established by this Zoning Ordinance, and exceptions to those height limits.
- B. Maximum height outside the City Center project.** Notwithstanding anything to the contrary in this Code, no building outside the area identified on the Assessment Roll as APN 213-133-063, APN 213-133-086, APN 213-120-010, APN 213-120-013, APN 213-120-017 and APN 213-120-018 and as shown on the Vesting Tentative Map for Subdivision 9217 (San Ramon City Center Project), approved by the City Council on December 11, 2007, shall be permitted to exceed the greater of five (5) stories or eighty-five feet (85') in height, including mechanical, unless approved by the electors of San Ramon.
- C. Maximum height of structures.** No structure shall exceed the height limit established for the applicable zone by Division D2 (Allowable Land Uses and Zone Standards), except as otherwise provided by this Section, or by Division D4 (Standards for Specific Land Uses).

- D. Height measurement.** The maximum allowable height shall be measured as the vertical distance from the average point of the plane connecting the highest and lowest points where the exterior walls touch the natural grade of the site to the midpoint of a pitched roof, or to the highest point on a flat roof. See Figure 3-6. The location of natural grade shall be determined by the Zoning Administrator, and shall not be artificially raised to gain additional structure height.



- E. Exceptions to height limits.** The following structures and structural features may exceed the height limits of this Zoning Ordinance as noted:

**1. Architectural features.**

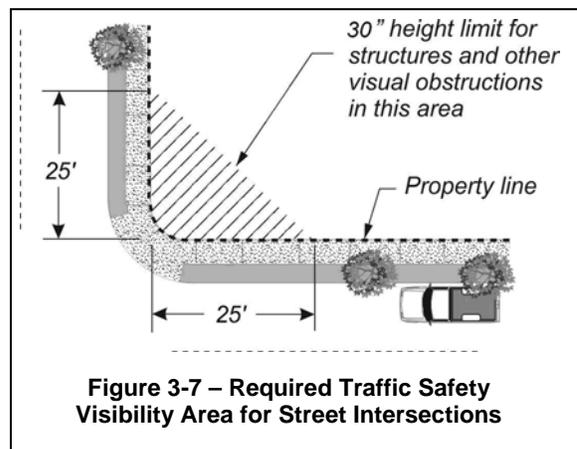
- a. A chimney, cupola, mechanical equipment, monument, or vent may exceed the height limits by a maximum of three feet.
- b. An elevator penthouse, spire, theater scenery loft, tower, or roof-mounted water tank may exceed the height limits by eight feet.

**2. Telecommunications facilities.** The height of communications facilities, including antennas, poles, towers, and necessary mechanical appurtenances shall comply with Chapter D4-IV (Wireless Telecommunications Facilities).

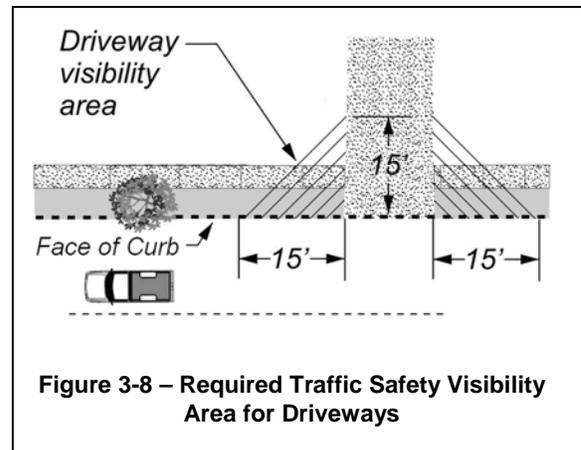
- F. Height limit at street corners and driveways.** Proposed and existing development adjacent to a public or private street or alley intersection, or the intersection of a driveway with a street shall be designed to provide a traffic safety visibility area for pedestrian and traffic safety. See Figures 3-7 and 3-8.

**1. Measurement of visibility area.** A traffic safety visibility area is a triangle measured as follows, and may include private property and/or public right-of-way.

- a. **Street intersections.** The visibility area shall be defined by measuring 25 feet from the intersection of the front and street side right-of-way lines (e.g., edge of pavement or curb), and connecting the lines across the property.



- b. **Driveways.** The visibility area shall be defined by measuring 15 feet along the driveway from the intersection of the driveway with the face of curb, and 15 feet along the street line at the face of curb, away from the driveway, and connecting the lines across the intervening property. The 15 foot dimension shall follow the contour of the face of curb along curves and cul-de-sacs.

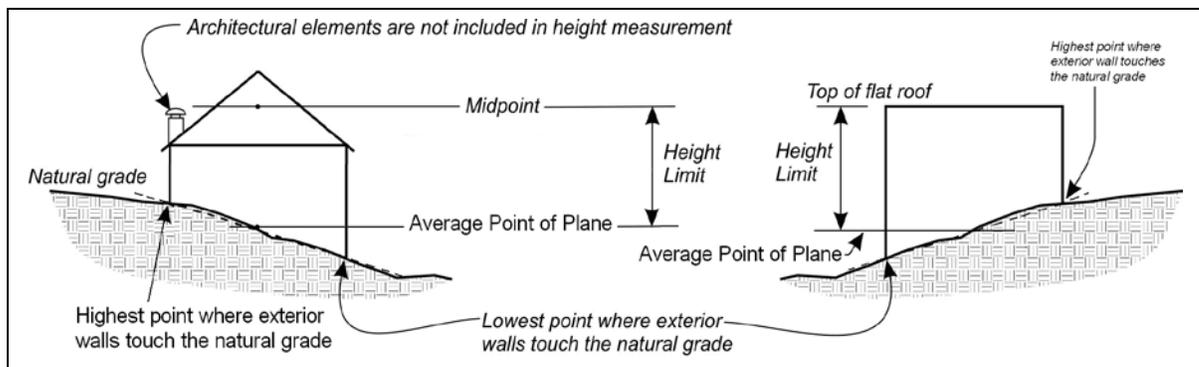


**2. Height limit.**

- a. No structure, sign, or landscape element shall exceed 30 inches in height within the traffic safety visibility area, unless approved by the Engineering Services Director.
- b. This limitation shall not apply to existing public utility poles, traffic signs and signals, trees with their canopy trimmed to a minimum of seven feet above grade, or corners where the contour of the land itself prevents visibility.

**G. Height limit for accessory structures.**

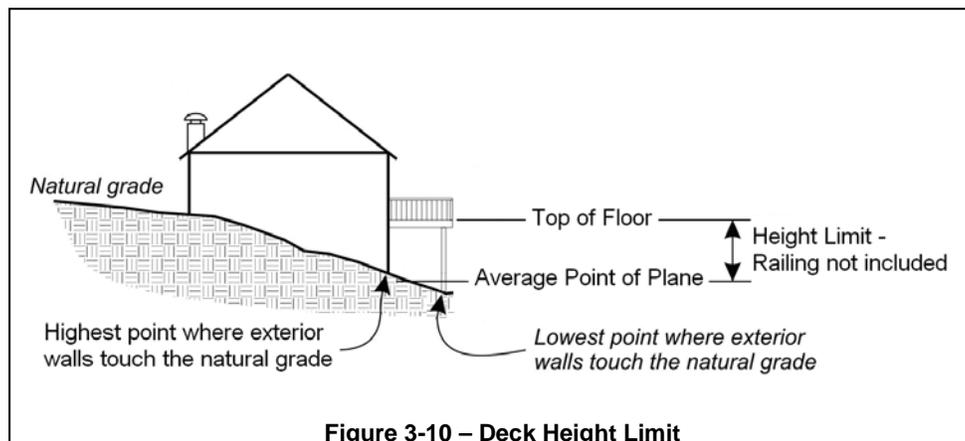
- 1. Measured as the vertical distance from average point of the plane connecting the highest and lowest points where the exterior walls touch the natural grade of the site to the midpoint of a



pitched roof, or to the highest point on a flat roof. See Figure 3-9.

- 2. Height limit does not include architectural features such as chimneys.
- 3. Height of decks is measured as the vertical distance from the average point of the plane connecting the highest and lowest points where the exterior walls/posts touch the natural grade of the site to the top of the flooring material (i.e. not railing) See Figure 3-10.

**Figure 3-9 – Accessory Structure Height Limit**



### D3-7 - Outdoor Lighting

- A. Applicability.** The requirements of this Section apply in all zones except where noted otherwise.
- B. Conformance with security measures.** The outdoor lighting for the project shall conform to the security measures identified in Municipal Code Title C, Division 12, Chapter X (Building Security), and any other security measures required by the Chief Building Official and the Chief of Police. These measures shall include lighting within parking areas and the structures' perimeter.
- C. Comprehensive lighting plan required.** A comprehensive lighting plan for the project shall be submitted to the Planning Department for approval with the project application.
- D. Illumination of entrance areas.** All lighting shall adequately illuminate the main entrance areas and other structure entrance areas.
- E. Low-level and vandal resistant.** On-site lighting in all other areas shall be low-level and vandal resistant.
- F. Maximum height of lighting.** An outdoor light fixture, not including parking area lighting structures, shall be limited to a maximum height of 18 feet. An outdoor light fixture within the public right-of-way or within a Park zone is exempt from this height limit because of site specific requirements.
- G. Energy-efficient fixtures required.** Outdoor lighting shall utilize energy-efficient (high pressure sodium, low pressure sodium, hard-wired compact fluorescent, or other lighting technology that is of equal or greater energy efficiency) fixtures and lamps.
- H. Shielded or recessed lighting required.** Lighting fixtures shall be shielded or recessed to reduce light bleed to adjoining properties, by:
  1. Ensuring that the light source (e.g., bulb, etc.) is not visible from off the site; and
  2. Confining glare and reflections within the boundaries of the site to the maximum extent feasible.

Each light fixture shall be directed downward and away from adjoining properties and public rights-of-way, so that no on-site light fixture directly illuminates an area off the site.

- I. **Maximum illumination level.** No lighting shall produce an illumination level greater than one foot candle at the property line with a residential zone except on the site of the light source.
- J. **No blinking or flashing lights allowed.** No permanently installed lighting shall blink, flash, or be of unusually high intensity or brightness, as determined by the Zoning Administrator.

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## D3-8 - Performance Standards

- A. **Purpose.** This Section provides performance standards to minimize various potential operational impacts of land uses and development within the City, and promote compatibility with adjoining areas and land uses.
- B. **Applicability.** The requirements of this Section apply to all new and existing land uses, including permanent and temporary uses in all zones, unless an exemption is specifically provided. A land use existing on the effective date of this Section shall not be altered or modified thereafter to conflict with these standards.
- C. **Combustibles and explosives.** The use, handling, storage, and transportation of combustibles and explosives shall comply with the provisions of Municipal Code Title B, Division 4 (Fire Prevention), and any other applicable laws.
- D. **Dust.** Activities that may generate dust emissions (e.g., commercial gardening, construction, grading, and similar operations) shall be conducted to limit the emissions beyond the site boundary to the maximum extent feasible. Recycled water shall be used unless it is not available, not feasible (additional cost is not the primary determination regarding feasibility), or if there is an environmental concern (e.g. adjacent to a creek, protected habitat, etc.) as determined by the Zoning Administrator. Recycled water shall also be utilized for other construction-related activities, including but not limited to washing equipment, and street cleaning, in compliance with all applicable regulations and permits, including the City's Storm Water Permit.

The Zoning administrator, in determining feasibility of the use of recycled water shall look at the availability of reclaimed water, distance of transportation, impacts of transit on the road system, site specific constraints, and scale of development.

Appropriate methods of dust management shall include the following, subject to approval by the City Engineer and/or Building Official.

- 1. **Scheduling.** Grading shall be designed and grading activities shall be scheduled to ensure that repeat grading will not be required, and that completion of the dust-generating activity (e.g., construction, paving, or planting) will occur as soon as possible.
- 2. **Limited hours for grading.** Grading operations shall occur only between the hours of 7:00 a.m. and 7:00 p.m. to the extent feasible, consistent with the City's Grading Ordinance, and noise levels shall not exceed those allowed by the City's Noise Ordinance. The hours for grading operations may be further restricted when determined by the Zoning Administrator or the City Engineer to be necessary because of the proximity of dust- and noise-sensitive uses.
- 3. **Operations during high winds.** Clearing, earth-moving, excavation operations, or grading activities shall cease when the wind speed exceeds 25 miles per hour averaged over one hour.
- 4. **Limiting the area of disturbance.** The area disturbed by clearing, demolition, earth-moving, excavation operations, or grading shall be minimized at all times.
- 5. **Dust control.** Dust emissions shall be controlled by a combination of the following:
  - a. Watering on-site construction roads a minimum of twice a day;

- b. Paving or use of other treatments of permanent on-site roads
  - c. Covering of truck loads to contain dust sources
  - d. Use of other dust prevention measures as necessary based on site conditions, (e.g. hydro-seeding)
- 6. Revegetation.** Graded areas shall be revegetated as soon as possible, within no longer than 30 days, once grading is complete, to minimize dust and erosion. Disturbed areas of the construction site that are to remain inactive longer than 90 days shall be seeded and watered until grass cover is grown and maintained; and
- 7. Containment.** Appropriate facilities shall be constructed to contain dust within the subject site as required by the City Engineer.
- E. Ground vibration.** No activity, process, or use shall generate ground vibrations that are perceptible without instruments by a reasonable person at the property lines of the subject site.
- F. Hazardous and extremely hazardous materials.** The handling (e.g., recycling, storage, transportation, etc.) of hazardous and extremely hazardous materials shall comply with the requirements of the California Hazardous Materials Regulations (California Administrative Code, Title 22, Division 4), Section D3-5 (Hazardous Materials Storage ), above, and any other applicable laws.
- G. Heat and humidity.** Activities, processes, and uses shall not produce any unreasonable, disturbing, or unnecessary emissions of heat or humidity, at the property line of the subject site that cause material distress, discomfort, or injury to a reasonable person.
- H. Hours of operation.** In a commercial zone, a nonresidential use with outdoor parking located within 100 feet of a residential zone shall not operate between the hours of 10:00 p.m. and 7:00 a.m., unless authorized by Use Permit approval, granted in compliance with Section D6.28 (Use Permits and Minor Use Permits).
- I. Light and glare.** Outdoor lighting shall comply with the requirements of Section D3-7 (Outdoor Lighting), above.
- J. Liquid waste.** No liquid shall be discharged into a public or private body of water, sewage system, watercourse, or into the ground, except in compliance with applicable regulations of the State Regional Water Quality Control Board.
- K. Noise.** Noise emanating from the subject site shall comply with the City's Noise Ordinance.
- L. Odor.** No activity, process, or use shall produce obnoxious or objectionable odors or fumes that are perceptible without instruments by a reasonable person at the property line of the subject site.
- M. Radioactivity, electrical disturbance, or electromagnetic interference.**
- 1. The handling, storage, transportation, and use of radioactive materials shall comply with the provisions of the California Radiation Control Regulations (California Administrative Code, Title 17), and any other applicable laws.
  - 2. Activities, processes, and uses shall not cause electrical disturbance or electromagnetic interference with normal radio or television reception in any residential zones, or with the function of other electronic equipment beyond the property line of the subject site.
- N. Traffic Control.** Activities that require lane closures or deviation from originally planned traffic flow shall comply with the most recent edition of the Caltrans Manual for Traffic Control or as approved by the City.

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### D3-9 - Relocated Structures

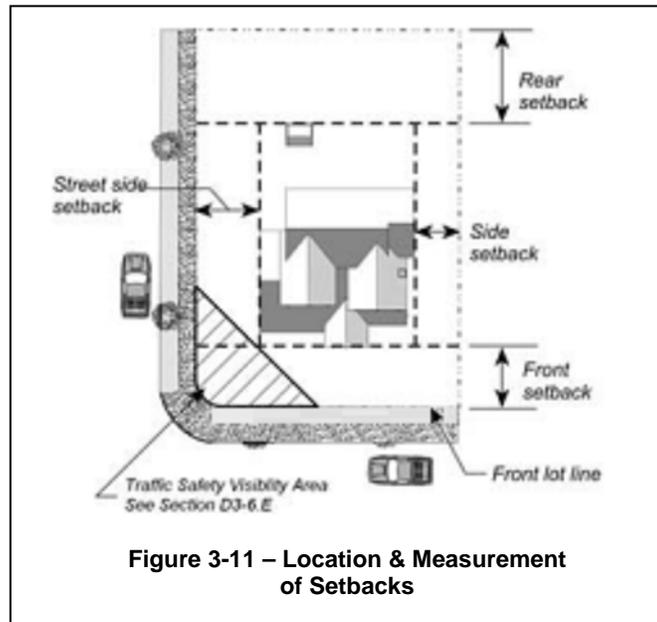
- A. **Permit requirement.** In addition to the requirements of Municipal Code Title C, Division 14 (Housing Moving), a Minor Use Permit shall first be required for the relocation of any structure within the City.
- B. **Conditions to be established by Zoning Administrator.** The Minor Use Permit shall establish conditions necessary to ensure that the relocated structure will be compatible with its surroundings in terms of architectural character, height and bulk, and quality of exterior appearance.
- C. **Appeals.** A decision of the Zoning Administrator may be appealed to the Planning Commission in compliance with Chapter D7-II (Appeals and Calls for Review).

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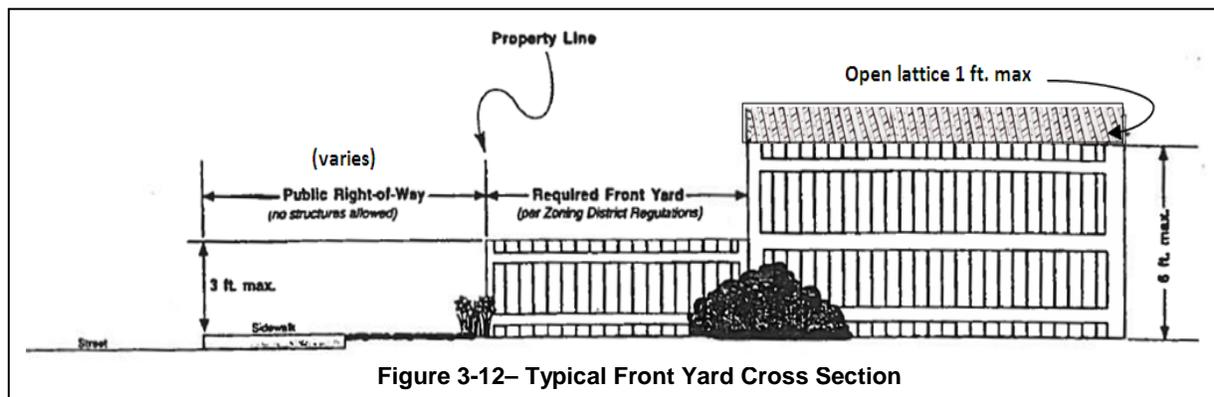
### D3-10 - Setback Requirements and Exceptions

- A. **Purpose.** This Section provides standards for the location, required size, and allowable uses of setbacks. Setback standards provide open areas around structures for: access to and around structures; access to natural light, separation between potentially conflicting activities; ventilation and direct sunlight; visibility and traffic safety; and space for privacy, landscaping, and recreation.
- B. **Setback requirements.**
  - 1. **Minimum setbacks for all structures.**
    - a. Each structure shall comply with the front, street side, interior side, and rear setback requirements of the applicable zone, except:
      - (1) Where a different setback requirement is established for a specific land use by Division D4 (Standards for Specific Land Uses);
      - (2) Where a different setback requirement is established by Division D5 (Resource Management); and
      - (3) As otherwise provided by this Section.
    - b. No portion of any structure, including eaves or roof overhangs, shall extend beyond a property line, or into an access easement, or street right-of-way, except as provided by this Section.
  - 2. **Exemptions from setback requirements.** The minimum setback requirements of this Zoning Ordinance do not apply to the following.
    - a. A projection into a required setback allowed by Subsection E. (Allowed projections into setbacks), below.
    - b. A fence or wall in compliance with Section D3-4 (Fences, Walls, and Screening).
    - c. A deck, earthwork, step, terrace, and other site design element that is placed directly upon grade and does not exceed a height of 18 inches above the surrounding grade at any point.
    - d. A sign in compliance with Division D3, Chapter IV (Signs).
    - e. A retaining wall less than 48 inches in height above finished grade. An embankment to be retained that is over 48 inches in height shall be benched in compliance with Section D3-4.D (Specific fence and wall requirements).

- C. Measurement of setbacks.** Setbacks shall be measured and applied as follows, except that different setback measurement methods may be required where the Zoning Administrator determines that unusual parcel configuration makes the following infeasible or ineffective. See Figure 3-11.

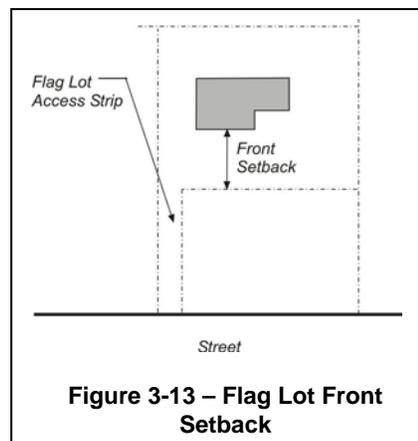


1. **Front setback.** A front setback shall be measured at right angles from the nearest point on the front property line of the parcel (or edge of access easement on a private street) to the nearest point of the wall of the structure, except as follows. The front property line on a corner lot is the most narrow lot line abutting a street, except as provided by Subsection C.2 (Street side setback), below. The front setback area excludes the public right-of-way (i.e. sidewalks, utility easements, and/or landscape strips). See Figure 3-12.

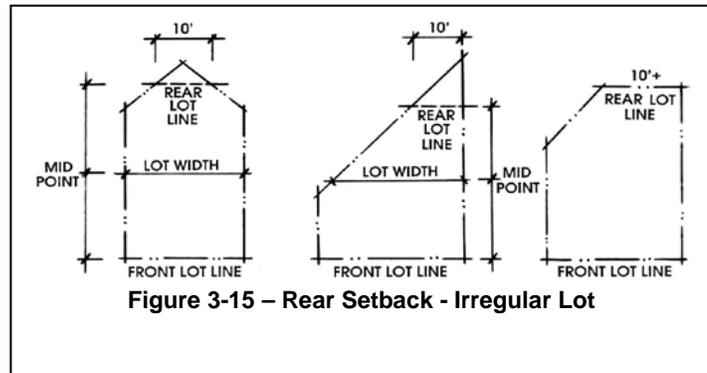
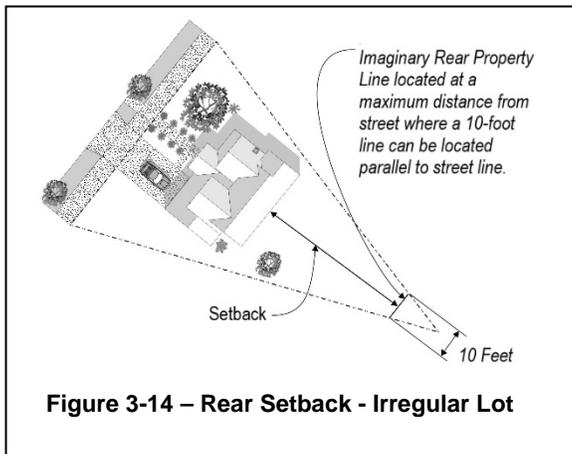


- a. **Mapped street with future improvements.** If the City has established a plan that identifies a right-of-way for the future construction of a new street or the widening of an existing street, the required front or street side setback shall be measured from the plan line.
- b. **Infill development within previously approved project.** Where the City has established specific setback requirements for individual vacant parcels through the approval of a specific plan, subdivision map, or other entitlement, those setbacks shall apply to continuing development within the approved project instead of the setbacks required by this Zoning Ordinance.

- c. **Flag lot.** For a parcel with a fee ownership strip extending from a street or right-of-way to the building area of the parcel, the front setback shall be measured from the nearest point of the wall of the structure to the point where the access strip meets the bulk of the parcel; establishing a setback line parallel to the lot line nearest to the public street or right-of-way. See Figure 3-13.



- d. **Corner lot.** The front setback shall be measured from the nearest point of the wall of the structure to the nearest point of the side street property line. If the property lines on both street frontages are of the same length, the property line to be used for front setback measurement shall be that to which the City has assigned the street address of the parcel.
- e. **Double frontage lot.** The Director shall determine the location of a required front setback on a double-frontage lot.
2. **Street side setback.** The side setback on the street side of a corner parcel shall be measured from the nearest point on the side property line abutting the street right-of-way, or the edge of an easement for a private road, or the inside edge of the sidewalk, or a plan line established as described in Subsection C.1.b., above, whichever results in the greatest setback from the existing or future roadway.
3. **Side (interior) setback.** The interior side setback shall be measured at right angles from the nearest point on the side property line of the parcel to the nearest point of the wall of the structure; establishing a setback line parallel to the side property line, which extends between the front and rear setbacks.
4. **Rear setback.** The rear setback shall be measured at right angles from the nearest point on the rear property line to the nearest line of the structure, establishing a setback line parallel to the rear property line.
- a. The Zoning Administrator shall determine the location of the required rear setback on a double-frontage parcel.
- b. Where a parcel has no rear lot line because its side lot lines converge to a point, a presumed line 10 feet long within the parcel, parallel to, and at a maximum distance from the front lot line, shall be deemed to be the rear lot line for the purpose of determining the depth of the required rear setback. See Figures 3-14 and 3-15.



**D. Limitations on the use of setbacks.**

1. **Structures.** A required setback area shall not be occupied by a structure other than those identified by Subsection B. 2. (Exemptions from setback requirements), above as being exempt from the setback requirements of this Section.
2. **Storage.** No front, rear, side or street side setback shall be used for the accumulation, placement, or storage of automobiles or other motor vehicles, building materials, junk, machinery, or scrap, except for the following:
  - a. Automobiles and trucks, not in excess of one-ton capacity, regularly in use, with current registration, able to move under their own power and be legally driven on a public street, that are parked within a designated driveway; and
  - b. Building materials stored on-site required for construction on the subject parcel, immediately before and during a construction project.
  - c. A recreational vehicle stored in compliance with Section D3-41.E. (Vehicles on Private Property)
3. **Parking.** A required residential parking space shall not be located within a required setback area. Accessory Dwelling Unit (ADU) parking shall comply with California Government Code Section 65852.21 as outlined in Section D4-39 "Accessory Dwelling Units"
4. **Mechanical and utility equipment.** See Subsection F. 5. (Mechanical equipment) below.
5. **Accessory structures.** Accessory structures shall comply with the setback requirements established by Section D4-26 (Accessory Structures).

- E. Allowed projections into setbacks.** Where allowed in the applicable zone an architectural feature attached to a primary structure may extend beyond the wall of the structure and into a required front, street side, side, or rear setback in compliance with Table 3-3. These requirements do not apply to accessory structures, which are instead subject to Section D4-26 (Accessory Structures).

**TABLE 3-3  
ALLOWED PROJECTIONS INTO SETBACKS**

Projecting Feature	Allowed Projection into Required Setback		
	Front/Street Side Setback	Interior Side Setback	Rear Setback
Awnings and canopies	6 ft	30 in (1)	6 ft (1)
Balcony, landing, porch, stairway - Uncovered and unenclosed	25% of setback		
Balcony, landing, porch, stairway - Covered and enclosed by roof and walls	Not allowed in any setback		
Balcony, landing, porch, stairway - Covered but unenclosed	6 ft	30 in (1)	6 ft (1)
Bay window, or similar projecting feature	30 in	The greater of 30 in or 20% of setback (1)	30 in
Chimney/fireplace, 6 ft. or less in breadth, media niche	24 in	24 in (1)	24 in (1)
Chimney/fireplace, more than 6 ft. in breadth, media niche	Not allowed	24 in (1)	24 in (1)
Cornice, eave, mechanical equipment, roof overhang	24 in	24 in (1)	24 in (1)

**Notes:** (1) Feature may project and additional 6 inches if the setback is greater than 5 feet.

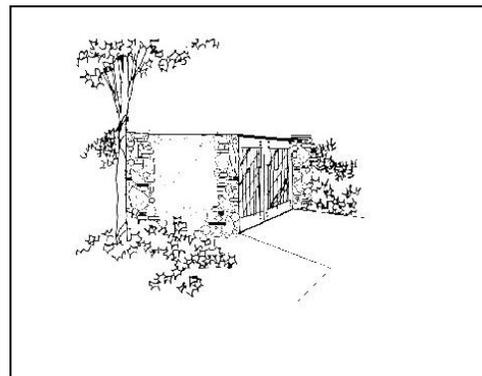
**F. Setback requirements for specific structures:**

1. **Accessory structures.** See Section D4-26 (Accessory Structures).
2. **Fences.** See Section D3-4 (Fences, Walls, and Screening).
3. **Decks and other site design elements.** A deck, freestanding solar device, steps, terrace, or other site design element that is placed directly upon the grade, and that exceeds a height of 18 inches above the surrounding grade at any point, shall comply with the setback requirements of this Zoning Ordinance for detached accessory structures. (Note: A site design element less than 18 inches above grade is exempt from setback requirements.)
4. **Swimming pool, hot tub, etc.** A swimming pool, hot tub, or spa shall be set back a minimum of five feet from side and rear property lines to the water's edge, and shall not be located within a front setback. Equipment less than six feet in height that is associated with a pool, hot tub and/or spa shall be set back a minimum of 36 inches from all property lines.
5. **Mechanical equipment.** Ground-mounted mechanical equipment less than six feet in height located outside of a structure shall be setback a minimum of 36 inches from all property lines. Ground-mounted mechanical equipment greater than six feet in height located outside of a structure shall maintain a setback equal to the height less three feet from all property lines. Examples of this equipment include: air conditioning, heating, swimming pool pumps and filters, ventilation, and similar equipment; and cable television distribution boxes, transformers, and similar utility equipment that is not installed underground.

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## D3-11 - Solid Waste/Recyclable Materials Storage

- A. Purpose.** This Section provides standards which recognize the City's support for and compliance with the California Solid Waste Reuse and Recycling Access Act (Public Resources Code Sections 42900 through 42911).
- B. Applicability.** These requirements shall apply to all new multi-family residential and nonresidential developments, or changes to existing multi-family residential or nonresidential development that increase gross floor area by at least 25 percent.
- C. Extent of storage area required.** Solid waste and recyclables storage areas shall meet or exceed minimum requirements provided in tables D3-11.A and D3-11B. Additional storage areas may be required, as deemed necessary by the Zoning Administrator. The storage area shall be designed to accommodate standard size containers and to be accessible by occupants and standard collection vehicles.
- D. Enclosure requirements.**
- 1. Applicable laws.** The design, construction, and location of solid waste and recycling areas shall not be in conflict with any applicable Federal, state, or local laws relating to fire, building, access, transportation, circulation or safety.
  - 2. Location.** Developments and transportation corridors adjacent to recycling areas shall be adequately protected for any adverse impacts such as noise, odor, vectors, or glare through measures including, but not limited to maintaining adequate separation, fencing, and landscaping. Material storage areas in a commercial development shall be located at least 25 feet from any pedestrian and/or vehicular access points.
  - 3. Access.** Driveways and/or travel aisles shall, at a minimum, conform to local building code requirements, driveways and/or travel aisles should provide unobstructed access for collection vehicles and personnel.
  - 4. Enclosure required.** Storage areas shall be fully enclosed by a minimum six-foot high decorative masonry wall or other solid enclosure that is architecturally compatible with adjacent structures, Tables 3-3 and 3-4, and approved by the Zoning Administrator.
  - 5. Roof covering required.** All storage areas shall be provided solid covers, shall be no more than 12 feet in height, and shall be constructed of materials which are architecturally compatible with adjacent structures and approved by the Zoning Administrator.
  - 6. Gates required.** Gates shall be solid and continuously maintained in proper working order.
  - 7. Concrete apron required.** A concrete apron shall be engineered to withstand a minimum of 20,000 pounds of direct force from a single truck axle.
  - 8. Landscaping required.** Landscaping shall be provided to soften and screen the storage areas in compliance with Division D3, Chapter II (Landscaping Design Regulations). See Figure 3-16.



- E. Multi-family residential storage requirements.** All new multi-family residential development shall provide interior and exterior refuse and recycling storage areas as approved by the Zoning Administrator. Guidelines for the areas to be provided are in Table 3-4.
- 1. Interior storage.** Each dwelling unit shall be equipped with an interior refuse and recyclable material storage area of at least six cubic feet. The storage area shall consist of at least three cubic feet for recycling and at least three cubic feet for non-recyclable materials.
  - 2. Exterior storage.** Each structure containing dwelling units shall be provided at least one exterior storage area. The minimum size of the total of all storage areas shall be based on the number of dwelling units in the development as shown in Table 3-4, as approved by the Zoning Administrator.

**TABLE 3-4  
MINIMUM EXTERIOR SOLID WASTE AND RECYCLABLE MATERIAL  
STORAGE AREAS FOR MULTIPLE UNIT RESIDENTIAL DEVELOPMENT**

Number of Dwelling Units Per Development	Minimum Refuse Storage Area Per Development (Square Feet)	Minimum Recyclable Material Storage Area Per Development (Square Feet)	Total Minimum Storage Area Per Development (Square Feet)
2 – 7	16	16	32
7 – 15	32	32	64
16 – 25	64	64	128
26 – 50	128	128	256
51 - 75	192	192	384
76 – 100	256	256	512
101 – 125	320	320	640
126 – 150	384	384	768
151 – 175	448	448	896
176 – 200	512	512	1024
201 +	512 plus 64 square feet for every 25 dwelling units above 201	512 plus 64 square feet for every 25 dwelling units above 201	1024 plus 128 square feet for every 25 dwelling units above 201

- F. Commercial and industrial storage requirements.** All new commercial and industrial development shall provide at least one exterior refuse and recyclable material storage area for each building. The minimum size of the area is based on the gross floor area of the buildings on the premises as shown in Table 3-5.

**TABLE 3-5  
MINIMUM EXTERIOR SOLID WASTE AND RECYCLABLE MATERIAL  
STORAGE AREAS FOR COMMERCIAL AND INDUSTRIAL DEVELOPMENT**

Gross Floor Area Per Development (Square Feet)	Minimum Refuse Storage Area Per Development (Square Feet)	Minimum Recyclable Material Storage Area Per Development (Square Feet)	Total Minimum Area Per Development (Square Feet)
0 – 5,000	16	16	32
5,001 – 10,000	32	32	64
10,001 – 25,000	64	64	128
25,001 – 50,000	128	128	256
50,001 – 75,000	192	192	384
75,001 – 100,000	256	256	512
100,001 +	256 plus 64 square feet for every 25,000 square feet of building area above 100,001	256 plus 64 square feet for every 25,000 square feet of building area above 100,001	512 plus 128 square feet for every 25,000 square feet of building area above 100,001

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### D3-12 - Underground Utilities

Existing and new overhead utility facilities shall be converted to, or installed as, underground utilities in compliance with this Section.

- A. Applicability.** No Zoning Clearance shall be issued for a new structure or land development unless the applicant's plans comply with the requirements of this Section, or until the applicant has obtained a waiver of requirements of this Section.
- B. Definitions.** Definitions of the technical or specialized terms and phrases used in this Section may be found in Division D8 (Glossary) under "Utility Facility" and "Utility Infrastructure."
- C. Requirements for undergrounding.**
- All utilities servicing a new structure or servicing any existing structure located on the same parcel of land as a new structure shall be installed or relocated underground, except as otherwise exempted by Subsection D. (Exemptions from undergrounding requirements), below.
  - Relocation of existing overhead utility service to an off-site location is not allowed.
  - Utility lines, including, but not limited to electric distribution (under 33,000 volts), communications, street lighting and cable television, shall be placed underground by the applicant, who shall make the necessary arrangements with the utility companies for the installation of the facilities.
  - Existing utility poles on the project site shall be removed and undergrounding of all overhead service not directly affecting service to adjacent sites shall be accomplished to the nearest off-site pole as determined by the City Engineer.

5. New poles may be set only in special instances where no other feasible solution is available as determined by the utility company.

**D. Exemptions from undergrounding requirements.** The following types of facilities are exempt from the undergrounding requirements of this Section.

1. Poles, overhead wires, and associated utility services used for electricity transmission at a nominal voltage of 33,000 volts or higher and any appurtenant structures and equipment, including surface mounted transformers, pedestal-mounted terminal boxes and meter cabinets.
2. Temporary poles, overhead wires, and associated utility services used or to be used in conjunction with a construction project.
3. Temporary poles, overhead wires, and associated utility services for a temporary use, when a Temporary Use Permit has been issued in compliance with Section D6-27, and when the permit requires removal of the temporary utility service upon completion of the temporary use.
4. Public utilities doing work governed by the rules, regulations, and tariffs of the California Public Utilities Commission.
5. Emergency poles, overhead wires, and utility services to be installed and maintained for a period not to exceed 10 days, with the approval of the City Engineer.
6. Whenever an unreasonable hardship has been established by the Commission in compliance with Subsection F. (Hardship waiver - In-lieu fees), below.

**E. In-lieu fee.** When a project does not qualify for one of the exemptions listed in Subsection D., above, and the Commission has granted relief from undergrounding in conjunction with a request for construction in compliance with Subsection F., below, an in-lieu fee may be established based on front footage costs estimated by the utility company serving the subject site. The City Engineer shall collect the in-lieu fees and manage and adjust the fees for inflation as deemed necessary.

**F. Hardship waiver - In-lieu fees.** If the cost of placing utility services underground is so great as to constitute an unreasonable hardship, the property owner subject to the undergrounding requirement may apply in writing to the Commission for relief from the provisions of this Section. The request shall include a detailed description of the overhead utility services proposed to be placed underground and separate itemized cost estimates of construction of the project if the utilities were placed or relocated underground or above ground.

1. **Unreasonable hardship findings.** After considering the request for relief, the Commission may grant relief as may be deemed proper under the circumstances, including in-lieu fees or the indefinite deferral of the undergrounding requirement. The Commission may grant this relief only if all of the following findings can first be made:
  - a. The cost of placing existing utilities underground is either so exorbitant or disproportionate to the total cost of construction as to constitute an unreasonable hardship in compliance with Subparagraph F.1.d., below;
  - b. No new utility poles are to be erected;
  - c. There is another overhead utility service in the immediate vicinity which would remain even if no waiver is granted;
  - d. The cost of undergrounding exceeds 20 percent of the project valuation as determined by the currently adopted valuation tables of the City's Building Official; and

- e. The granting of the hardship waiver would not be inconsistent with the intent and purposes of this Zoning Ordinance.
- 2. Appeal of Commission decision.** Any decision of the Commission concerning a hardship waiver request under this Section may be appealed by any interested person to the Council in compliance with Chapter D7-II (Appeals and Calls for Review), and in the following manner.
- a. Appeal requirements.** The appeal shall contain the following information:
    - (1) A detailed description of the overhead utility services proposed to be placed underground;
    - (2) A separate itemized cost estimate for: the construction valuation of the project certified by the City's Building Official; the construction costs of the utilities to be placed underground; and, if applicable, the construction costs of utilities to be relocated aboveground; and
    - (3) The grounds for the appeal.
  - b. Granting of the appeal.** Upon consideration of the appeal, the Council may grant relief as it may deem proper under the circumstances, including indefinite deferral of the undergrounding requirement. The appeal may be granted based upon the unreasonable hardship findings and required conditions in Subparagraph F.1. (Unreasonable hardship findings), above.

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### D3-13 - Utility and Public Service Requirements

- A. Agency permits required.** Each applicant shall comply with any applicable requirements of, and obtain all necessary approvals from each of the following affected agencies before issuance of a Building Permit:
1. The Contra Costa County Health Services Department Environmental Health Division;
  2. The Central Contra Costa Sanitary District, or Dublin San Ramon Sanitary District;
  3. The San Ramon Valley Fire Protection District;
  4. The East Bay Municipal Utility District (EBMUD), or Dublin-San Ramon Services District; and
  5. San Ramon Valley Unified School District.
- B. Abandonment of septic tanks or water wells.** The abandonment and destruction of a septic tank or water well shall comply with the requirements of the Contra Costa County Health Services Department.
- C. Sewer facility plans.** Construction plans involving work on the public sewer system shall be reviewed and approved by the Central Contra Costa Sanitary District or the Dublin San Ramon Sanitary District, as applicable. Plans for any required work shall be submitted to the permitting office of each sanitary district for processing.
- D. Underground utilities.** Utilities serving a proposed subject project site shall be placed underground in compliance with Section D3-12 (Underground Utilities) and the requirements of the City Engineer.

## Chapter II - Landscape Design Standards

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### Sections:

- D3-14 - Purpose of Chapter
- D3-15 - Reserved
- D3-16 - Definitions
- D3-17 - Applicability
- D3-18 - Landscape Plan Approval Required
- D3-19 - Landscape Location Requirements
- D3-20 - Landscape Area Requirements
- D3-21 - Landscape Standards
- D3-22 - Landscape Requirements
- D3-23 - Maintenance for Landscape Areas
- D3-24 - Landscaping Education

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### D3-14 - Purpose of Chapter

This Chapter provides landscape standards for proposed development to improve the livability and attractiveness of the City, and to protect the public comfort, health, safety, and welfare by:

- A. Preserving and enhancing the visual character of the community, and providing cooling shade;
- B. Enhancing and increasing compatibility between abutting land uses and public rights-of-way by providing landscape screening and buffers;
- C. Providing for the conservation and safeguard of water resources through the efficient use of water, appropriate use of plant materials, and regular maintenance of landscaped areas; and
- D. Ensuring that landscape installations do not create hazards for motorists or pedestrians.

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### D3-15 - Reserved

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### D3-16 - Definitions

See Municipal Code section C4-121.

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### D3-17 - Applicability

- A. **Applicable projects.** The requirements of this Chapter are applicable to the following projects.
  - 1. All new construction, with the exception of new single family residences on individual parcels, including the following:
    - a. Commercial developments;
    - b. Industrial developments;

- c. Model homes;
  - d. Public projects;
  - e. Residential developments (single-family subdivisions and multi-family dwelling units); and
  - f. Temporary developments;
2. All rehabilitated landscaping for existing commercial, industrial, and multi-family dwelling units.
- B. Non-applicable projects.** These requirements shall not apply to individual single-family residential parcels.
- C. Timing of Landscape Plan submittal and implementation.** See Municipal Code section C4-122.

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### D3-18 - Landscape Plan Approval Required

- A. Landscape Plan.** A Landscape Plan shall be submitted as part of an application for a land use entitlement for new development, or the significant expansion or redevelopment of an existing use. The Zoning Administrator shall determine if a Landscape Plan shall be submitted for ARB review and approval.
1. For the purposes of this Section, "significant expansion" means a 25 percent or greater increase in the ground floor footprint of a building, or a 25 percent or greater increase in the total floor area of a development or land use.
  2. For residential developments the plan shall cover areas of the site visible from public streets; for other development, the plan shall cover all areas of the site required to be landscaped by Section D3-19 (Landscape Location Requirements), below.
- No Building Permit shall be issued and no construction activity shall commence on the site until the Zoning Administrator has verified that the Landscape Plan submitted with the Building Permit application is as approved.
- B. Content.** A Landscape Plan shall contain all of the information identified in the Department handout for preparing Landscape Plans, and required by Municipal Code section C4-122 and the California State Model Water Efficient Landscape Ordinance (MWELO), Sections 490 – 495, Chapter 2.7, Division 2, Title 23 in the California Code of Regulations.
- C. Statement of surety.** Landscaping is the final phase of a project, and the one most often underdeveloped. To insure completion, the Zoning Administrator may require that a statement of surety in the form of cash, performance bond, letter of credit, or certificate of deposit shall be posted with the City, in an amount equal to 150 percent of the total value, or another amount determined by the Zoning Administrator, of all plant materials, installation, irrigation, and maintenance, for a two-year period. The cost of materials shall be provided by the Registered Landscape Architect responsible for the project. The Zoning Administrator may require statements of surety for phased projects, a legitimate delay in landscape installation due to seasonal requirements (including adverse weather conditions) and similar circumstances where it may not be advisable or desirable to install all of a project's landscaping before occupancy of the site.
- D. Minor changes to approved plans.** Landscape Plan approval may include the Zoning Administrator authorizing minor changes from the requirements of this Chapter.

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## D3-19 - Landscape Location Requirements

Landscaping shall be provided in the locations specified below.

- A. Unused areas.** All areas of a project site not intended for a specific use shall be landscaped except where landscaping would adversely affect existing drainage or erosion control plans, or it is determined by the Zoning Administrator that landscaping is not necessary to fulfill the purposes of this Chapter.
- B. Parking areas.** Parking areas shall be landscaped in compliance with the following requirements. Parking lot landscaping, may be counted toward fulfilling the landscape area requirements identified in Section D3-20 below
- 1. Landscape materials.** Landscape materials shall be evenly-distributed throughout the parking lot using a combination of trees, shrubs, ground cover, mulch, gravel, and other xeriscape areas as approved by the review authority. At the time of planting, the size of the shrubs and trees shall be in compliance with D3-21(B).
  - 2. Curbing.** Areas containing plant materials should be bordered by a concrete curb at least six inches high and six inches wide. Alternative barrier design to protect landscaped areas from damage by vehicles and/or to filter/retain runoff on site may be approved by the Zoning Administrator.
  - 3. Runoff.** Parking lot landscaped areas shall be designed to filter/retain runoff on site.
  - 4. Location of landscaping.** To the extent possible, parking lot landscaping should be located so that pedestrians are not required to cross landscaped areas to reach structure entrances from parked cars. This should be achieved through proper orientation of the landscaped fingers and islands. If parking lot landscaping must be located in a manner that requires pedestrian access across landscaped areas, pedestrian access shall be accommodated.
  - 5. Bumper overhang areas.** To increase the parking lot landscaped area, a maximum of two feet of the parking stall depth may be landscaped with low-growth, hearty materials in lieu of paving, allowing a two-foot bumper overhang while maintaining the required parking dimensions.
  - 6. Parking lot perimeter landscaping.** Parking area perimeters shall be landscaped as follows. The Zoning Administrator may adjust the tree spacing requirements of this Subsection based upon the growth characteristics and proper maintenance practices for the species of trees proposed.
    - a. Location and size of landscape areas.**
      - (1) Adjacent to streets.** Parking areas for nonresidential uses adjoining a public street shall be designed to provide a 10-foot landscaped planting strip between the street right-of-way and parking area. Parking areas for residential uses shall not be located within the required setback areas and the minimum width of the landscape planting strip shall be equal to the required setbacks.
      - (2) Screening plant materials.** The landscaping shall be designed and maintained to screen cars from view from the street and shall be a height of between 30 and 36 inches. Screening materials may include a combination of plant materials, earth berms, solid masonry walls, raised planters, or other screening devices to meet the intent of this requirement; however, screening materials may not use only solid masonry walls without plant cover.

- (3) **Shade trees.** Shade trees shall be provided at a minimum rate of one for every 30 linear feet of landscaped area, and may include areas of clustered trees.
- b. **Adjacent to side or rear property lines.** Parking areas for nonresidential uses shall provide a perimeter landscaped strip at least five feet wide (inside dimension) where the parking area adjoins a side or rear property line. Trees shall be provided at the rate of one for each 30 linear feet of landscaped area.
- c. **Adjacent to structures.** When parking areas are located adjacent to nonresidential structures, a minimum five-foot wide landscape strip (inside dimension) shall be provided adjacent to the side and rear of the structure and shall include trees planted at the rate of one for each 30 linear feet of landscaped area.
- d. **Adjacent to residential use.** Parking areas for nonresidential uses adjoining residential uses shall provide a landscaped buffer with a minimum 10-foot width between the parking area and the common property line bordering the residential use. A solid masonry wall or fence and landscape buffer shall be provided along the property line to address land use compatibility issues (e.g., glare, light, or nuisance noise). One tree shall be provided for each 30 linear feet of landscaped area.
7. **Interior parking lot landscaping.** Landscaping is required within parking lots to provide shade, reduce pavement heat gain and adjacent building heating during the summer, soften the appearance of large paved areas, and serve as storm water treatment areas.
- a. **Shading requirement.** Canopy trees shall be provided throughout the parking area and perimeter at the equivalent of one tree for every four spaces, to provide shade. Palms and other small canopied trees are not considered shade trees.
- b. **Planter dimensions.** Planters with trees shall have a minimum interior dimension of five feet by five feet. All ends of parking lanes shall be separated from drive aisles by landscaped islands.
- c. **Larger projects.** Parking lots with more than 100 spaces shall provide a concentration of landscape elements at primary entrances, including specimen trees, flowering plants, enhanced paving, and project identification.
- D. **Pools and Patios.** The surface area of a permanent swimming pool or spas, or uncovered patios may be counted toward meeting the landscape requirement for multi-family uses.

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## D3-20 - Landscape Area Requirements

Landscaping shall be provided in the locations and amounts specified in this Section, except for single-family dwellings located on individual single-family residential parcels.

### A. Specific zone landscaping requirements.

1. Each development shall provide and maintain landscaped areas in compliance with Table 3-6 below for the applicable zone. Landscaped areas are inclusive of the landscaping required by Section D3-19 (Landscape location requirements), above, and inclusive of any pedestrian-oriented open space (e.g., courtyards, plazas, etc.). Additional landscaping may be required through the development review process to provide visual relief or contrast, or to screen incompatible features.

**TABLE 3-6 - MINIMUM LANDSCAPED AREA BY ZONE**

Zone	Percentage of Lot
RM, RMH, RH, and RVH	15%
OA, OL, CC, CR, M-1, and M-2	20%
MU, CT, CS, CCMU and MW	15%
RC, HR, RE, RS	50%
CC-R, CT-R, CS-R	30%

2. All required landscaping, irrigation, and equipment shall be installed prior to final inspection unless a bond or other surety is provided in compliance with Section D6-33 (Performance Guarantees).

- B. New single-family developments.** New single-family developments, except for single-family dwellings located on individual single-family residential parcels, shall provide landscaping with an automatic irrigation system for the area of the site between the street curb and the front of the structure from side property line to side property line. The landscape design shall include trees, shrubs, and ground cover and shall emphasize water-conserving plant materials and irrigation to the greatest extent feasible. Turf areas shall be limited to 50 percent of the total landscaped area.

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## D3-21 - Landscape Standards

Landscape areas and materials shall be designed, installed, and maintained in compliance with this Section and Section D3-23 (Maintenance of Landscape Areas), below.

- A. General design standards.** The following features shall be incorporated into the design of the proposed landscape and shown on the required Landscape Plans:
1. Landscaping shall be planned as an integral part of the overall project design and not simply located in excess space after parking areas and structures have been planned;
  2. Pedestrian access to sidewalks or structures shall be considered in the design of all landscaped areas;
  3. Landscaping adjacent to driveways and parking shall be protected from vehicle damage through the provision of minimum six-inch high and six-inch wide concrete curbs or other types of barriers approved by the Zoning Administrator (exception from curb requirements may be granted by the Zoning Administrator for storm water treatment purposes);
  4. Landscaped planter areas shall have a minimum inside width of five feet where trees are provided and four feet where turf or shrubs are provided;
  5. Landscaped areas shall be irrigated and designed to filter/retain runoff in compliance with Municipal Code section C4-122;
  6. Hardscaped areas shall only be as large as necessary to provide for efficient pedestrian circulation through a required landscaped area; and

7. Where fences or walls are provided as required screening, a minimum 10-foot wide landscaped area shall be located on the residential side of the fence or wall. If the commercial side of the fence or wall is visible from a street or adjacent property, a five-foot wide landscaped area shall be provided adjacent to the fence or wall. If adjacent to a parking area, the area may be counted towards meeting the required interior parking lot landscaping.

**B. Plant materials.** Plant materials shall be selected and installed to comply with the following requirements:

1. A mix of plant materials shall be provided in compliance with the following:
  - Trees. Thirty percent of the mix of trees shall come in 24 inch boxes and 70% shall come in 15 gallon containers.
  - Shrubs. Twenty-five percent of the mix of shrubs should come in five gallon containers and the balance in one gallon containers.
  - Groundcover. One hundred percent coverage should occur within two years.
  - Calculations documenting the required mix shall be shown on the Landscape Plan;
2. Plant materials shall be selected for: energy efficiency and drought tolerance; adaptability and relationship to San Ramon environment; color, form and pattern; ability to provide shade; soil retention, fire resistiveness, etc. The overall landscape plan shall be integrated with all elements of the project, such as buildings, parking lots and streets, to achieve desirable microclimate and minimize energy demand.
3. Plant materials shall emphasize drought-tolerant and/or native species;
4. Trees and shrubs shall be planted and maintained so that they do not interfere with service lines and traffic safety sight areas;
5. Trees planted near public sidewalks or curbs shall be of a species and maintained in a manner which prevents physical damage to the curbs, gutters, sidewalks, and other public improvements;
6. Ground cover shall be of live plant material. Bark, colored rock, gravel, and similar materials may be used in combination with a living ground cover. Non-plant materials may be approved for use in limited areas by the Zoning Administrator;
7. If existing landscaping is to be retained, a note shall be provided on the Landscape Plan stating that any existing landscaping indicated on the approved Landscape Plan for retention that is damaged or removed during construction shall be repaired or replaced subject to the approval of the Zoning Administrator;
8. Maximize energy efficiency by incorporating drought tolerant canopies, deciduous vines, and trellises to shade south and westward facing walls, to cool them in summer months.

**C. Irrigation.** Irrigation systems shall comply with the following standards and as required by Municipal Code section C4-122 and the California State Model Water Efficient Landscape Ordinance (MWELo), Sections 490 – 495, Chapter 2.7, Division 2, Title 23 in the California Code of Regulations.

1. Recycled water, if available, shall be utilized for landscape irrigation systems as appropriate for the landscape materials and consistent with storm water regulations. Absent the immediate availability of recycled water, recycled water infrastructure (i.e. purple pipe, etc.) shall be installed if recycled water is reasonably available to the project site in 15 years.
2. An irrigation system may include graywater subject to Chapter 15 of the California Plumbing Code.

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### D3-22 - Landscape Requirements

See Municipal Code section C4-122 and as required with the California State Model Water Efficient Landscape Ordinance (MWELO), Sections 490 – 495, Chapter 2.7, Division 2, Title 23 in the California Code of Regulations.

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### D3-23 - Maintenance of Landscape Areas

- A. Maintenance required.** All landscaped areas shall be permanently maintained in a healthful and sound condition at all times, in compliance with the approved Landscape Plan. Irrigation systems and their components shall be maintained in a fully functional manner consistent with the originally approved design and the provisions of this Chapter. The maintenance required by this Section shall include adjusting, checking, and repairing irrigation equipment; resetting automatic controllers; aerating and de-thatching turf areas; adding/replenishing fertilizer, mulch, and soil amendments; insect control; the replacement of dead or diseased plants; pruning; watering; and weeding all landscaped areas.
- B. Water waste prohibited.** Water waste in existing developments resulting from inefficient landscape irrigation leading to excessive runoff, low head drainage, overspray, and other similar conditions where water flows onto adjacent property, non-irrigated areas, roadways, structures, or walks is prohibited.

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### D3-24 - Landscaping Education

The project applicant shall provide information to prospective buyers of new single-family homes regarding water-efficient landscaping techniques. A sample of the information to be provided shall be submitted to the Zoning Administrator for approval prior to issuance of a Building Permit.

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## Chapter III - Parking and Loading

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### Sections:

- D3-25 - Intent and Purpose of Chapter
- D3-26 - Applicability and Basic Requirements
- D3-27 - General Parking Regulations
- D3-28 - Number of Parking Spaces Required
- D3-29 - Disabled Parking Requirements
- D3-30 - Reduction of Parking Requirements
- D3-31 - Parking Design and Development Standards
- D3-32 - Parking Area Screening
- D3-33 - Parking Area Lighting Requirements
- D3-34 - Parking Lot Landscaping Standards
- D3-35 - Garage and Carport Design and Location Requirements
- D3-36 - Additional Standards for Parking Lots and Structures
- D3-37 - Driveways and Site Access
- D3-38 - Bicycle and Motorcycle Parking Requirements
- D3-39 - Loading Space Requirements
- D3-40 - Designation of Off-Site Parking and Loading Spaces
- D3-41 - Vehicles on Private Property

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### D3-25 - Intent and Purpose of Chapter

- A. Intent.** The requirements of this Chapter are intended to ensure that sufficient off-street parking is provided for all uses and structures, and that parking facilities are attractive, properly designed, and located to be unobtrusive, generally to the rear of the site, while meeting the needs of the specific use or structure.
- B. Purpose.** More specifically, the purposes of the off-street parking and loading provisions are to:
1. Ensure that off-street parking and loading facilities are provided for new land uses and for major alterations and enlargements of existing uses in direct proportion to the need for the facilities created by each use;
  2. Establish parking standards for residential and commercial uses consistent with need and with the feasibility of providing parking on specific sites; and
  3. Ensure that off-street parking and loading facilities are designed in a manner that will ensure efficiency, protect the public safety, and, where appropriate, insulate surrounding land uses from adverse impacts.

**D3-26 - Applicability and Basic Requirements**

- A. Applicability.** Each land use and structure, including a change or expansion of a land use or structure shall be provided continuously maintained off-street parking and loading areas in compliance with this Chapter. A land use shall not be commenced and a structure shall not be occupied until the improvements required by this Chapter are satisfactorily completed.
- B. When required.**
  - 1. Off-street parking and loading facilities shall be provided in compliance with this Chapter at the time of initial occupancy of a site, construction of a structure, or major alteration or enlargement of a site or structure.
  - 2. For the purposes of these requirements, "major alteration or enlargement" shall mean a change of use or an addition that would increase the number of parking or loading spaces required by 10 percent or more of the total number required before the alteration or enlargement.
- C. Joint use.** Off-street parking and loading facilities required by this Chapter for a use shall not be considered as providing parking or loading spaces for any other use, except in compliance with Section D3-30 (Reduction of Parking Requirements).
- D. Nonconforming parking or loading.** No existing use of land or structure shall be deemed to be nonconforming solely because of the lack of off-street parking or loading facilities required by this Chapter; provided, the facilities being used for off-street parking and loading as of the date of adoption of this Chapter shall not be reduced in number to less than that required by this Chapter. See Section D3-28.D (Number of Parking Spaces Required – Nonconforming parking) regarding changes to structures with nonconforming parking.
- E. Location and ownership.**
  - 1. **Residential uses.** Parking required to serve a residential use shall be on the same site as the use served.
  - 2. **Nonresidential uses.** Parking required to serve a nonresidential use may be on the same or a different site under the same or different ownership as the use served; provided, the parking shall be within the following maximum distances of the use served, measured from the nearest corner of the parking facility to the main public entrance of the use served via the shortest pedestrian route, as shown in Table 3-7 (Maximum Distances for Off-Site Parking for Nonresidential uses), below.

**TABLE 3-7 - MAXIMUM DISTANCES FOR OFF-SITE PARKING FOR NONRESIDENTIAL USES**

Type of Parking Spaces	Maximum Distance Allowed
Customer Spaces	200 feet
Visitor Spaces	200 feet
Employee Spaces	400 feet

**F. Life of facility.**

1. Facilities for off-site parking shall be restricted to that use by a recorded agreement, deed, or lease for a minimum period of 10 years from the date a permit or approval requiring the parking is first issued.
2. The Zoning Administrator may waive this restriction upon first finding that substitute parking facilities meeting the requirements of this Chapter are provided.
3. No use shall be continued if the parking is removed unless substitute parking facilities are provided to the satisfaction of the Zoning Administrator.

**G. Computation of spaces required rounding off of spaces.** If, in the application of the requirements of this Chapter, a fractional number is obtained, one parking or loading space shall be required for a fraction of more than one-half, and no space shall be required for a fraction of one-half or less.

**H. Land banking.** Upon a determination of the Zoning Administrator, a portion of the required parking improvements may be deferred if it is first found that all of the spaces are not needed immediately and that a Minor Use Permit could be granted in compliance with Section D6.28 (Use Permits and Minor Use Permits).

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**D3-27 - General Parking Regulations**

- A. Timing of installation.** A new or altered structure shall not be occupied, and a new land use not requiring a structure shall not be established, until all off-street parking and loading facilities required by this Chapter are in place and approved by the City.
- B. Parking and loading spaces to be permanent.** Each parking and loading space shall be permanently available, marked, and maintained for parking or loading purposes for the use it is intended to serve. The approval of a Temporary Use Permit (Section D6.27) may allow the temporary use of a parking or loading space for other purposes.
- C. Parking and loading to be unrestricted.** An owner, lessee, tenant, or other person having control of the operation of premises for which parking or loading spaces are required by this Chapter shall not prevent, prohibit, or restrict authorized persons from using the spaces without the prior approval of the Zoning Administrator.

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**D3-28 - Number of Parking Spaces Required**

Each land use shall be provided the number of off-street parking spaces required by this Section. See Section D3-38 for off-street parking requirements for bicycles and motorcycles.

- A. Parking requirements by land use.** Each land use shall provide the number of off-street parking spaces required by Table 3-8, except where more spaces are required through discretionary permit review, or where a reduction of parking is granted in compliance with Section D3-30 (Reduction of Parking Requirements).
1. **Use of site not identified.** Where the land use that will occupy a proposed development is not identified at the time of permit application, the Zoning Administrator shall determine the probable use and the number of parking and loading spaces required. In order to make this determination, the Zoning Administrator may require the submittal of data from the applicant or collected at the applicant's expense.
  2. **Floor area.** Where Table 3-8 establishes a parking requirement based on floor area in square feet (e.g., 1 space for each 1,000 sf of floor area), the floor area shall be construed to mean

gross interior floor area unless otherwise specified, and shall include all locations of shared halls, lobby areas, and rest rooms, but shall not include areas for vertical circulation, elevators, or stairs.

3. **Accessory uses.** A single use with accessory components shall provide parking for primary use, and each component. For example, a hotel with a meeting room shall provide the parking spaces required by Table 3-8 for a hotel (e.g., the guest rooms), and for a meeting room.
  4. **Spaces required for alteration or enlargement.** The number of parking or loading spaces required for an alteration or enlargement of an existing use or structure, or for a change of occupancy, shall be in addition to the number of spaces existing before the alteration, enlargement, or change of occupancy unless the more spaces exist than the total required by this Chapter. In this case, the number of spaces in excess of the minimum shall be counted in determining the required number of spaces.
  5. **Multi-tenant sites.** A site with multiple tenants shall provide the aggregate number of parking spaces required for each separate use; except that where the site is developed as an integrated center with shared parking and no spaces reserved for a particular use, parking shall be provided as required by Table 3-8 for a retail complex. When a multi-tenant center includes one or more uses that will need more parking than retail uses (for example, a fitness center, office uses, or theater) additional parking shall be required for the non-retail use unless a parking reduction is approved in compliance with D3-30 (Reduction of Parking Requirements).
- B. Excessive parking.** The City discourages a land use being provided more off-street parking spaces than required by this Chapter, to avoid the inefficient use of land, unnecessary pavement, and excessive storm water runoff from paved surfaces.
1. The provision of off-street parking spaces in excess of the requirements in Table 3-8 is allowed and may be compact sized spaces measuring 8.5 feet by 18 feet, but only up to a maximum of 10 percent, and only when additional landscaping and pedestrian amenities are also provided to the satisfaction of the Zoning Administrator.
  2. The provision of off-street parking spaces in excess of the requirements in Table 3-8 is allowed and may be compact sized spaces measuring 8.5 feet by 18 feet, but only up to a maximum of 25 percent, with Use Permit approval in compliance with Section D6.28 (Use Permits and Minor Use Permits), and only when additional landscaping and pedestrian amenities are also provided to the satisfaction of the Zoning Administrator.
- C. Bench or bleacher seating.** Where fixed seating (e.g., benches, bleachers, pews, or similar seating) is provided, a seat shall be defined as 18 inches of bench space for the purpose of calculating the number of required parking spaces as provided in Table 3-8.
- D. Nonconforming parking.** A structure with nonconforming off-street parking may be physically changed or undergo a change in use subject to the following provisions.
1. **Residential uses.** No additional parking spaces shall be required; provided, the change does not increase the floor area, nor increase the number of dwelling units, nor eliminate the only portion of the site that can be used for the required or existing parking or access.

2. **Nonresidential uses.** The number of existing parking spaces shall be maintained on the site and additional parking shall be provided in compliance with this Chapter for any additional floor area. If the use of the structure is changed to one that requires more parking than the previous use, the difference between the parking spaces required for the previous use and the new use shall be provided.
  
3. **Waiver by Commission.** The Commission may waive covered parking requirements when a nonconforming structure is proposed for rehabilitation if the Commission determines, in compliance with Section D6.28 (Use Permits and Minor Use Permits), that the existing structure location, lot size, or topography renders the requirement infeasible.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE**

Land Use Type: Manufacturing Processing and Warehousing	Vehicle Spaces Required
All industry, media, and warehousing uses, except as follows.	1 space for each 250 sf of office area; 1 space for each 1,000 sf of ground and/or building area devoted to other than office.
Alcoholic Beverage Manufacturing, Micro-Brewery.	1 space for each 250 sf of office area; 1 space for each 1,000 sf of ground and/or building area devoted to other than office; and 1 space for each 100 sf of tasting room area
Industrial limited	1 space for each 750 sf of floor area.
Industrial research and development, laboratories	1 space for each 500 sf of floor area.
Recycling facilities	
Medium collection facilities	Determined by Minor Use Permit.
Small collection facilities	Determined by Minor Use Permit
Wholesaling/distribution and storage	1 space for each 800 sf of floor area.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Recreation, Education, Public Assembly	Vehicle Spaces Required
Adult businesses	1 space for each 250 sf of floor area.
Bar/tavern, night club (not within a retail complex)	1 space for each 100 sf of seating area and waiting/lounge area exclusive of dance floor, and 1 space for each 30 sf of dance floor.
Child day care facilities	1 space for each 6 children the facility is licensed to accommodate.
Commercial recreation facilities - Indoor	
Arcade/Electronic Game Centers	1 space for each 200 sf of floor area.
Bowling alley	6 spaces for each lane.
Indoor play areas (e.g. rock climbing center, inflatable party places)	1 space for each 200 sf of floor area
Pool and billiard room	2 spaces for each table.
Skating rink	1 space for 5 fixed seats, or 1 space for each 35 sf of seating area if there are no fixed seats; plus 1 space for each 250 sf of floor area not used for seating.
Swimming pool - Lap pool	1 space for each lap lane.
Swimming pool - Recreational	1 space for each 35 sf of pool area.
Commercial recreation facilities - Outdoor	Determined by Zoning Administrator
Equestrian facilities	1 space for each 5 horses boarded.
Golf courses and country clubs	4 spaces for each hole, plus as required by this table for accessory uses (e.g., pro shop, bar, restaurant)
Fitness/health facilities	
Aerobics/studio classes	1 space for each 250 sf of floor area.
Gymnasium area	1 space for each 250 sf of floor area.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Recreation, Education, Public Assembly	Vehicle Spaces Required
Nautilus	1 space for each 250 sf of floor area.
Office/administration	1 space per office.
Pool	See above requirements.
Racquetball/tennis courts	2 spaces per court.
Library, museum, gallery	1 space for each 300 sf of floor area.
Meeting facility (e.g., clubs, lodges, places of worship), public or private	1 space for each 4 fixed seats or 1 space for each 40 sf of floor area used for seating, plus 1 space for each classroom or office.
Schools (public or private)	
Kindergarten and nursery schools	1 space for each 3 employees (including administrators and teachers) and 1 space for each 10 children.
Elementary/middle schools	1 space for each employee plus 1 space for each 8 students.
Secondary (high) schools	1 space for each employee plus 1 space for each 4 students.
Colleges and universities (including trade and business schools)	1 space for each 1.5 students.
Studio - Art, dance, martial arts, music, etc.	
Art, dance, martial arts, music, etc.	1 space for each 300 sf of floor area
Small-scale tutoring centers, etc.	1 space for each 250 sf of floor area
Tennis/racquetball/handball or other courts	2 spaces for each court, plus 1 space for each 300 sf of floor area for accessory uses.
Theaters, movies or performing arts	1 space for each 4 seats.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Residential	Vehicle Spaces Required
Live/work units	2 spaces for each unit.
Mobile homes	
Individual mobile homes	2 spaces for each unit; at least 1 within a garage/carport.
Mobile home parks	2 spaces for each mobile home, plus 1 additional space for each 4 mobile homes shall be provided for guest parking, which shall be dispersed throughout the park.
Multi-family dwellings	
Studio units and one-bedroom units	1 covered space within a garage/carport for each unit. Parking requirements may be modified by the review authority for affordable housing, mixed use, or senior housing projects.
Two- and three-bedroom units	2 spaces for each unit; at least 1 within a garage/carport.
Four-bedroom units and above	3 spaces for each unit, at least 1 shall be within a garage/carport.
Guest parking	1 space for each 4 units.
Residential care homes	
Six or fewer clients	2 covered spaces within a garage/carport.
Seven or more clients	1 space for each 3 beds the facility is licensed to accommodate; plus 1 space for each 4 units for guests and employees.
Rooming or boarding houses	1 covered or uncovered space for each bedroom.
Accessory Dwelling Unit (ADU)	As required by California Government Code Section 65852.2
Single-family dwellings	
With up to four bedrooms	2 covered spaces within a garage.
With five bedrooms	3 covered spaces within a garage.
With six or more bedrooms	4 covered spaces within a garage.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

<p style="text-align: center;"><b>Land Use Type:</b> <b>Retail Trade</b></p>	<p style="text-align: center;"><b>Vehicle Spaces Required</b></p>
<p>All "Retail Trade" uses listed in Division D2, except the following:</p>	<p>1 space for each 225 sf of floor area with up to and including 50,000 sf and 1 space for each 250 over 50,000 sf; plus 1 space for each 200 sf of outdoor sales area.</p>
<p>Animal Sales</p>	<p>1 space for each 250 sf of floor area.</p>
<p>Artist's studio</p>	<p>1 space for each 1,000 sf of floor area.</p>
<p>Auto and vehicle sales and rental</p>	<p>1 space for each 400 sf of floor area for office, 1 space for each 225 sf of area used for repairs and services, and 1 space for each 2,000 sf of indoor showroom area and/or outdoor display area.</p> <p>All customer parking shall be clearly marked and not to be used for parking of unregistered vehicles. No damaged, inoperative, wrecked, or abandoned vehicles shall be stored in any exterior area for more than five days.</p>
<p>Building and landscape materials</p>	<p>1 space for each 400 sf of indoor display area for first 10,000 sf, 1 space for each 1,000 sf of indoor display area over 10,000, and 1 space for each 500 sf of outdoor storage and display area.</p>
<p>Convenience stores</p>	<p>1 space for each 250 sf of floor area.</p>
<p>Furniture, furnishings, and appliance store</p>	<p>1 space for each 400 sf of floor area.</p>
<p>Horticulture, limited sales</p>	<p>1 space for each 2 acres.</p>
<p>Pawn shops</p>	<p>1 space for each 250 sf of floor area.</p>
<p>Plant nursery, garden supply stores</p>	<p>1 space for each 500 sf of outdoor display area; plus 1 space for each 250 sf of interior floor area.</p>
<p>Retail complexes/shopping centers</p>	<p>1 space for each 225 sf of floor area for complexes of up to and including 50,000 sf, and 1 space for each 250 sf for complexes over 50,000 sf.</p>

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Services	Vehicle Spaces Required
Transportation service dispatch facility	1 space for each 500 sf of floor area; plus 2 storage spaces
Alcoholic Beverage Manufacturing, Brew Pub (not within a retail complex)	1 space for each 100 sf of floor area accessible to customers; plus 1 space for each 2 employees on the largest shift.
Animal services (e.g., boarding, grooming, hospitals)	1 space for each 400 sf of floor area.
Banks, financial services (not within a retail complex)	1 space for each 200 sf of floor area.
Banks, financial services (not within a retail complex) with Drive-Through Service	1 space for each 200 sf of floor area, plus queue spaces for 5 vehicles for each teller station.
Catering services	1 space for each 400 sf of floor area.
Communication facilities	1 space for each 500 sf of floor area.
Eating and drinking establishments (e.g., cocktail lounges, with or without live entertainment) (not within a retail complex)	1 space for each 100 sf of floor area accessible to customers; plus 1 space for each 2 employees on the largest shift.
Eating and drinking establishments with take-out services (not within a retail complex)	1 space for each 50 sf of floor area; plus queue space for 5 vehicles for drive-through service.
Equipment rental	1 space for each 300 sf of floor area, plus 1 space for each 1,000 sf of outdoor storage and rental area.
Food and beverage sales	1 space for each 200 sf of floor area.
Furniture repair	1 space for each 400 sf of floor area.
Heliports	Determined by Use Permit
Laboratories	1 space for each 50 sf of floor area.
Laundry - Dry cleaning pick-up facilities and Laundromats	1 space for each 250 sf of floor area.
Laundry - Laundries and dry cleaning plants	1 space for each 1,000 sf of floor area.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Services (Continued)	Vehicle Spaces Required
Lodging  Bed and breakfast inns  Hotels, motels, and time share facilities	1 space for each guest room, plus 2 covered spaces for the resident family.  1.2 spaces for each guest room or rental unit; plus 1 space for each 50 sf of banquet seating area; plus required spaces for accessory uses.
Maintenance and repair services	1 space for each 400 sf of floor area; plus 1 space for each 500 sf of outdoor storage area.
Medical services  Clinics and laboratories, urgent care  Doctor Offices (e.g., dental and medical)  Extended care  Hospitals	1 space for each 200 sf of floor area or 4 spaces for each doctor, whichever would result in more spaces.  1 space for each 200 sf of floor area.  1 space for each 3 patient beds the facility is licensed to accommodate.  1 space for each 1.5 patient beds the facility is licensed to accommodate.
Mortuaries, funeral homes, internment services	1 space for each 4 seats or 1 space for each 35 sf of floor area used for seating, if no fixed seating is provided, whichever would result in more spaces.
Offices  Administrative, business, government, professional, and service  Processing	1 space for each 250 sf of floor area  1 space for each 150 sf of floor area (see also Section D3-30 (F))
Outdoor Seating (13 or more seats, within and not within a retail complex)	1 space for every 3 seats
Personal services	1 space for each 250 sf of floor area
Public utility structure or installation, bus depot/station	1 space for each 3 employees, plus additional spaces required by the Commission.
Research and development services, laboratories	1 space for each 400 sf of floor area.

**TABLE 3-8 - PARKING REQUIREMENTS BY LAND USE (Continued)**

Land Use Type: Services (Continued)	Vehicle Spaces Required
Storage (Personal storage/mini-storage facilities)	
Indoor storage units	1 space for each 1,500 sf of floor area, plus 2 spaces for manager's office
Separately accessible storage units	4 spaces for manager's office.
Vehicle/Equipment services - All except the following	(All customer parking shall be clearly marked and not to be used for parking of unregistered vehicles. No abandoned, damaged, inoperative, or wrecked vehicles shall be stored in any exterior area for more than five days.)  4 spaces for each service bay or 1 space for each 225 sf of floor area, whichever would result in more spaces; plus spaces for any office as required by this Section for offices.
Vehicle services - Rentals	1 space for each 400 sf of floor area; plus 2 storage spaces.
Vehicle services – Storage	1 space for each 500 sf of floor area
Vehicle services – Washing, unattended	1 drying space for each stall.
Vehicle services – Washing, attended	10 spaces; plus 6 spaces for each wash lane/station for queuing and drying area
Vehicle/Equipment repair	4 spaces for each service bay or 1 space for each 225 sf of floor area, whichever would result in more spaces.
Vehicle/Equipment sales and rentals	1 space for each 400 sf of floor area; plus 1 space for each 500 sf of outdoor display area

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### D3-29 - Disabled Parking Requirements

- A. Accessibility requirements.** Parking facilities shall be properly designed, constructed, and maintained to provide for access by the physically disabled from public rights-of-way, across intervening parking spaces, and into structures, including parking spaces specifically designed and located for the use of the disabled/handicapped. Standards for the facilities shall be based on the standards of the American Standards Association and/or other applicable guidelines.
- B. Number and location of and access to spaces required.** Parking spaces for the disabled shall be provided in compliance with the Uniform Building Code (UBC), the Federal Accessibility Guidelines, the California Code of Regulations (Title 24, Part 2, Chapter 2-71), and with the sign requirements of the California Vehicle Code, Section 22507.8., as applicable. Parking spaces required for the disabled shall count toward compliance with the number of off-street parking spaces required by Section D3-28 (Number of Parking Spaces Required).

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### D3-30 - Reduction of Parking Requirements

- A. Shared Collective parking.** Where two or more adjacent nonresidential uses have distinct and differing peak parking usage periods, (e.g. a theater and a bank), a reduction in the required number of parking spaces may be allowed through Minor Use Permit or Use Permit approval.
- 1. Shared Collective parking requirements.**
    - a. The Zoning Administrator may reduce the number of parking spaces required by Section D3-28 (Number of Parking Spaces Required) and D3-39 (Loading Space Requirements) by up to 25 percent with approval of a Minor Use Permit. Parking reductions greater than 25 percent may be allowed with approval of a Use Permit by the Planning Commission.
    - b. An application for a Minor Use Permit or Use Permit for Shared Collective parking may be required to submit survey data substantiating a request for reduced parking requirements.
    - c. A Minor Use Permit or Use Permit for Shared Collective parking shall describe the limits of any area subject to reduced parking requirements and the reduction applicable to each use.
    - d. In retail centers, office uses and medical uses which require additional parking beyond that required for retail uses may be allowed; provided, their total combined gross square footage does not exceed 25 percent of the gross floor area of the retail center.
  - 2. Findings.** A Minor Use Permit or Use Permit may be approved to allow shared/collective parking serving more than one use or site and located in a zone in which parking for the uses served is an allowed use. A Minor Use Permit or Use Permit for shared/collective off-street parking may reduce the total number of spaces required by this Chapter only if the following findings are first made:
    - a. The spaces to be provided would be available as long as the uses requiring the spaces are in operation;
    - b. The peak hours of parking demand from all uses do not coincide so that peak demand is greater than the parking provided;
    - c. The adequacy of the quantity and efficiency of parking provided will equal or exceed the level that can be expected if collective parking is not provided; and

- d. A written agreement between landowner(s) and the City, in a form satisfactory to the City Attorney, is approved by the Zoning Administrator. This agreement shall be in the form capable of and subject to being recorded to constitute a covenant running with the land and shall include:
    - (1) A guarantee that there will be no substantial alteration in the uses that will create a greater demand for parking;
    - (2) A guarantee among the landowner(s) for access to and use of the shared parking facilities;
    - (3) A provision that the City may require parking facilities in addition to those originally approved upon finding by the Zoning Administrator that adequate parking to serve the use(s) has not been provided; and
    - (4) A provision stating that the City, acting through the Zoning Administrator, may for due cause and upon notice and hearing, unilaterally amend, modify, or terminate the agreement at any time.
- B. Reduction of parking.** The Zoning Administrator may reduce the number of parking spaces required by Sections D3-28 (Number of Parking Spaces Required) and D3-39 (Loading Space Requirements) by up to 15 percent through a Minor Exception approval (Section D6-24 Minor Exceptions), or between 15.1 percent to 25 percent through a Minor Use Permit approval based on the finding below, justifiable cause beyond simply the desire for less parking and based on the reasonable existing and future use of the property. Parking reductions greater than 25 percent may be allowed with approval of a Use Permit by the Planning Commission.
1. **Findings.** A Minor Exception, Minor Use Permit, or Use Permit may be approved to reduce the number of spaces to less than the number identified in this Chapter; provided, the following findings are first made:
    - a. The parking demand would be less than the requirements identified in Table 3-8 (Parking Requirements by Land Use ) and Table 3-14 (Loading Spaces Required), below; and
    - b. The probable long-term occupancy of the structure, based on its design, would not generate additional parking demand.
  2. **Consideration of survey data.** In reaching a decision, the Zoning Administrator shall consider survey data submitted by the applicant or collected at the applicant's request and expense that documents the need for fewer spaces (e.g., sales receipts, documentation of customer frequency, information on parking standards required for the proposed land use by other cities, etc.).
  3. **Land banking.** Upon a determination of the Zoning Administrator, Land banking may be required and a portion of the required parking may be deferred if it is first found that all of the spaces are not needed immediately and that a Minor Use Permit could be granted in compliance with Section D6.28 (Use Permits and Minor Use Permits). Land set aside for future parking areas shall be maintained in a use that can be easily converted to parking area when needed (i.e. Landscaping). Land banking parking areas shall not include permanent buildings, major utilities or required circulation areas that would prohibit the future installation of required parking,
- C. Reduced parking for restricted senior housing projects.** The review authority may reduce the number of parking spaces required by Section D3-28 (Number of Parking Spaces Required) for senior housing projects, for persons aged 55 and over, based on quantitative information provided by the applicant that documents the need for fewer spaces for these types of residential development projects.

- D. Waiver of covered parking requirement for affordable housing units.** The review authority may waive the requirement that parking be covered for affordable housing units in compliance with the City's density bonus regulations.
- E. Parking in-lieu payments.**
- 1. Cash in-lieu payment.** Within designated parking districts established by the City Council and shown on the zoning map, a parking requirement serving nonresidential uses on a site may be met by a cash in-lieu payment to the City before issuance of a Building Permit, or a Certificate of Occupancy, if no Building Permit is required.
  - 2. Fee to provide off-street parking.** The fee shall be collected and spent in order to provide public off-street parking in the vicinity of the use.
  - 3. City may set limitations.** In establishing the parking districts, the City may set limitations on the number of spaces or the maximum percentage of parking spaces required for which an in-lieu fee may be collected.
- F. Parking for large office complexes.** The review authority may authorize the use of parking spaces measuring 8.5 feet by 18 feet for required parking if demonstration of participation within a Transportation Demand Management (TDM) program is provided.

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### D3-31 - Parking Design and Development Standards

Required parking areas shall be designed, constructed, and properly maintained in compliance with this Section.

- A. Location of parking.** Off-street parking areas shall be located as follows:
- 1. Residential parking.** Parking for a residential use shall be located on the same parcel as each residential unit served; except for mixed use projects developed in compliance with this Chapter.
  - 2. Nonresidential parking.** Parking for a nonresidential use shall be located in compliance with Subsection D3-26.E. (Location and ownership), above.
  - 3. Location of off-street parking spaces.**
    - a.** Required off-street parking spaces may occupy any part of the property in a nonresidential zone (e.g., commercial, industrial, etc.), except for the minimum perimeter plant strip required in compliance with Section D3-19.C.6, and the traffic safety visibility area with Section D3-6.F.
    - b.** In any residential zone, required off-street parking for the main unit shall not be provided within any setback area or the traffic safety visibility area with Section D3-6.F. However, parking may be allowed within that portion of any setback area used for driveway access to required parking areas.
- B. Access to parking.** Access to parking shall be provided as follows for all parking areas other than for individual single-family residences. Site design shall minimize the amount of paved surfaces and driveway lengths while providing for safe and suitable access for vehicular circulation.
- 1.** Parking areas shall provide suitable maneuvering area so that vehicles exit to a street in a forward direction. Parking lots shall be designed to prevent access at any point other than at designated access drives. Single-family residences are exempt from this requirement.

2. A nonresidential use that is designed to provide 20 or more parking spaces shall have access driveways that are not intersected by a parking aisle, parking space, or another access driveway for a minimum distance of 20 feet from the street right-of-way, to provide a stacking area for vehicles entering and exiting the parking area.
3. A minimum unobstructed clearance height of 14 feet shall be maintained above non-structured parking areas accessible to vehicles. Structured parking areas (i.e., garage parking) shall provide a minimum vertical clearance as required by Zoning Ordinance Section D3-36.H

**C. Access to adjacent sites.** The City may require the design of a parking area to provide vehicle and pedestrian connections to parking areas on adjacent properties, to provide for convenience, safety, and efficient circulation. Where provided, a joint access agreement running with the land shall be recorded by the owners of the abutting properties, as approved by the Zoning Administrator, to guarantee the continued availability of the shared access between the properties.

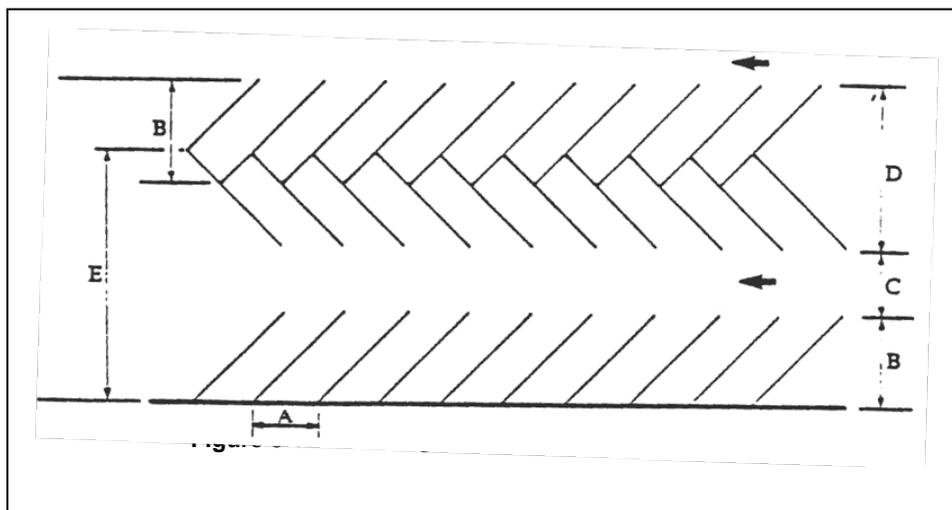
**D. Parking stall dimensions.**

1. **Minimum dimensions.** Each off-street parking stall shall comply with the minimum dimension requirements in Table 3-9. Residential garages and carports shall comply with Subsections D3-35 B. (Minimum dimensions for residential enclosed garages) and D. (Minimum requirements for residential carports), below.

**TABLE 3-9 - MINIMUM PARKING STALL DIMENSIONS**

Type of Use	Type of Space	Standard Space (feet)
Residential	Space in a garage or carport	See Subsections D3-35 B. (Minimum dimensions for residential enclosed garages) and D. (Minimum requirements for residential carports), below
	Uncovered	9 by 19
Nonresidential	Angle spaces	9 by 19
All	Parallel spaces	9 by 23

**2. Vehicle parking space requirements.** See Figure 3-17



- a. **Residential development.** All required residential parking spaces shall be standard vehicle spaces provided and maintained in compliance with Table 3-10.
- b. **Nonresidential developments.** All required non-residential parking spaces shall be standard vehicle spaces provided and maintained in compliance with Table 3-10 unless authorized under Section D3-30F.

**TABLE 3-10 - PARKING FACILITY DIMENSIONS (feet)**

ANGLE OF PARKING		PARALLEL	20°	30°	40°	45°	50°	60°	70°	80°	90°
"A" Curb Length Per Vehicle	Standard	23'0"	26'4"	18'0"	14'0"	12'9"	11'9"	10'5"	9'8"	9'2"	9'0"
"B" Stall Depth	Standard	9'0"	15'0"	17'4"	19'2"	19'10"	20'5"	20'5"	21'0"	20'5"	19'0"
"C" Aisle Width	All	12'6"	12'0"	12'0"	12'0"	13'0"	15'0"	18'0"	20'0"	25'0"	25'0"
"D" Depth of Two Stalls	Standard	--	21'5"	26'10"	31'4"	33'2"	34'11"	37'5"	38'9"	39'0"	38'0"
"E" Two Stalls Plus Aisle	Standard	30'0"	42'0"	46'8"	50'4"	53'8"	55'10"	60'0"	62'0"	65'8"	63'0"

**E. Minimum parking dimensions.**

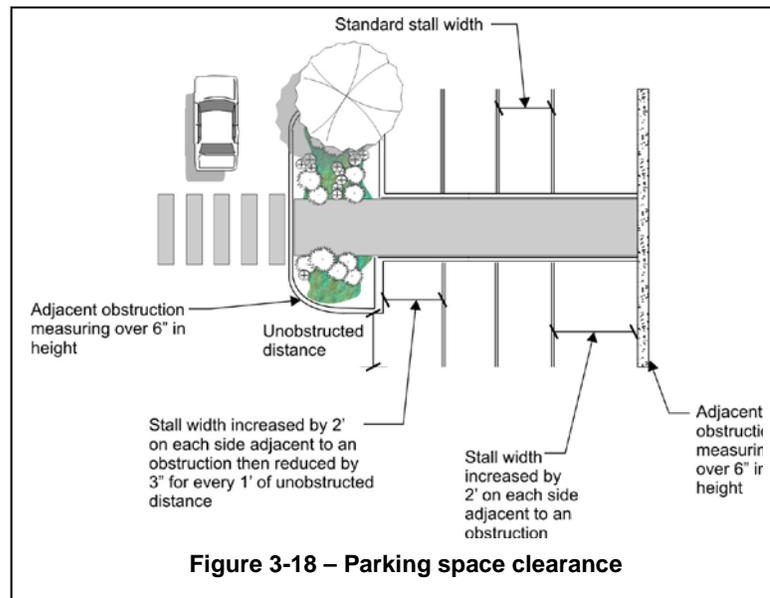
**1. Parking lot circulation requirements.**

- a. Within a parking lot, circulation shall ensure that a vehicle entering the parking lot need not enter the street to reach another aisle.
- b. No backing into public streets is allowed; vehicles shall not enter a public street in a backward motion.
- c. Single-family detached residences or a duplex residence, where each unit is served by an individual driveway, may allow vehicles to back out into a public or private street.

2. **Drop-off areas required.** Each child day care center, institutional, preschool, private educational, or public recreational land use located in a residential zone, or a commercial recreational facility shall provide a drop-off area that may be adjacent to a primary access or aisle.
3. **Access widths.** Minimum access widths are 12 feet for one-way traffic and 25 feet for two-way traffic.

**F. Relation to aisles.**

1. Each parking space adjoining a column, wall, or other obstruction higher than six inches shall be increased by two feet on each side of the adjoining column, wall, or other obstruction; provided, the increase may be reduced by three inches for each foot of unobstructed distance from the edge of a required aisle, measured parallel to the depth of the parking space. See Figure 3-18.



2. At the end of a row of parking spaces, the perpendicular parking drive aisle providing access to the row of parking spaces shall extend two feet beyond the required width of the parking space.
3. A parking aisle width may be reduced as shown in Table 3-11 provided the adjacent parking spaces are increased in width as applicable.

**TABLE 3-11 - MINIMUM AISLE WIDTH FOR SPECIFIED PARKING ANGLES <sup>(1)</sup> (feet)**

Increase in Parking Space Widths (feet)	90°	75°	60°	45° or less
0.00	25	22.5	18	13
0.25	24	21.5	-	-
0.50	23	20.5	-	-
0.75	22	19.5	-	-
1.00 or more	21		-	-

(1) Note: Table 3-11 does not apply to public or private street parking.

### D3-32 - Parking Area Screening

- A. **Parking area screening required.** A parking area for five or more vehicles serving a nonresidential use shall be screened from an adjoining residential zone or a ground-floor residential use by a solid concrete, solid wood, or masonry wall six feet in height, and constructed to withstand a 15-pound per square foot wind load, except that the height of a wall adjoining a required front setback in a residential zone shall be three feet.
- B. **Carport or open parking area screening required.** A carport or open parking area for five or more vehicles serving a residential use shall be screened from an adjoining parcel in a residential zone or a ground-floor residential use by a solid wall or fence six feet in height, except that the height of a wall or fence adjoining a required front setback in a residential zone shall be three feet.

### D3-33 - Parking Area Lighting Requirements

- A. **Outdoor lighting requirements.** Outdoor parking area lighting shall not employ a light source higher than 18 feet, shall create no cone of direct illumination greater than 60 degrees from a light source higher than six feet, and shall not directly shine onto an adjacent street or property.
- B. **Maximum average illumination.** Maximum average illumination at ground level within the project boundary shall be in compliance with Table 3-12 Maximum Average Illumination, below.

**TABLE 3-12 - MAXIMUM AVERAGE ILLUMINATION**

Type of Surface	Type of Use	Maximum Average Illumination within the Project Boundary (Foot Candles)	Maximum Illumination at Property Line
Light colored surface (e.g., concrete)	Residential	0.3	0.3
	Nonresidential	5.0	0.5
Dark colored surface (e.g., asphalt/black top)	Residential	0.5	0.5
	Nonresidential	7.0	0.5

### D3-34 - Parking Lot Landscaping Standards

See Division D3, Chapter II (Landscape Design Standards).

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## D3-35 - Garage and Carport Design and Location Requirements

Garages and carports in residential zones shall comply with the requirements of this Section, whether they are accessory structures or part of a principal structure.

### A. Residential garages.

1. **Minimum interior dimensions for side-by-side garages.** Residential enclosed side-by-side garages shall provide the following clear interior minimum dimensions.
  - a. **One-car garage.** A minimum of 10 feet wide by 22 feet deep (with 9-foot door opening).
  - b. **Two-car garage.** A minimum of 20 feet wide by 22 feet deep (with a 16-foot door opening or two 9-foot door openings).
  - c. **Three-car garage.** A minimum of 30 feet wide by 22 feet deep (with 9-foot and 16-foot door openings, or multiple 9-foot door openings).
  - d. **Four-car garage.** A minimum of 40 feet wide by 22 feet deep (with multiple 9-foot and/or 16-foot door openings).
2. **Tandem Parking.** Tandem parking may be permitted through issuance of a Minor Use Permit in compliance with Section D6-28 (Use Permits and Minor Use Permits) and shall be designed to meet the following minimum standards.
  - a. Two-car tandem dimension. A clear interior minimum dimension of 10 feet wide by 40 feet deep (with 9-foot door opening).
  - b. A minimum of 200 cubic feet of storage area in or adjacent to garage.
3. **Interior door openings.** No interior door shall open into a garage space unless the door will fully open without encroaching into the above specified areas.

### B. Residential carports.

1. **Carport screening required.** Carports shall be designed and located to meet setbacks and so that parked vehicles are screened and not visible from a street.
2. **Minimum requirements for residential carports.**
  - a. Each carport shall have minimum dimensions of 9 feet wide by 19 feet deep.
  - b. The width of the carport shall be measured from the inside face of support to inside face of opposite support.
  - c. The carport solid, waterproof roof shall cover the entire 19-foot length of the space.

- C. **Setback requirements for garages and carports.** Carports and garages shall comply with the setback requirements of the applicable zone.

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### D3-36 - Additional Standards for Parking Lots and Structures

Parking lots and structures shall have directional signs, drainage, fire equipment, lighting, litter collection containers, paving/surfacing, ramp grades, space markings, wheel stops, Electric Vehicle (EV) Charging Stations (accessory), and queuing space for drive-in facilities or ticket dispensing booths or machines in compliance with this Section and which shall be subject to the review and approval of the Zoning Administrator.

- A. Sales, storage, etc. prohibited.** The parking areas may not be used for the vehicle dismantling, leasing, renting, repair work, sales, storage, or outdoor open sales displays.
- B. Drainage.** Surface water shall be discharged to natural or engineered off-site drainage facilities and may not drain off or across public or private pedestrian sidewalks, walkways, or areas not designed as drainage facilities. All drainage issues must comply with California Regional Water Quality Control Board Provision C.3.
- C. Surfacing requirements.**
  - 1. For driveways serving only one single-family dwelling, the parking area shall be surfaced with a minimum of two inches of asphalt concrete over six inches of aggregate base or comparable pavement.
  - 2. For driveways serving more than one single-family dwelling or multi-family unit, the parking area shall be surfaced with a minimum of two inches of asphalt concrete over six inches of aggregate base or comparable concrete pavement.
  - 3. For heavy traffic (e.g. truck) and commercial driveways, the driveway shall be surfaced with a minimum of nine inches thick of class 6 concrete over twelve inches thick of Class 2 aggregate base.
  - 4. All driveways shall be graded and drained to dispose of all surface water accumulated in the area.
  - 5. All parking spaces and maneuvering areas required by this Chapter, and as shown on the approved plans, shall be graded and well-drained in compliance with California Regional Water Quality Control Board Provision C.3, and permanently maintained in a dust-free manner.
- D. Double line striping.** Each large vehicle parking space shall measure a minimum of nine feet from center to center, with double stripes two feet apart.
- E. Markings, striping, and identification.** All parking-related markings, striping, and identification shall be clearly outlined with four-inch wide lines painted on the parking surface in compliance with this Subsection.
  - 1. Each parking space and parking facility shall be clearly identified by surface markings and shall be maintained in a manner so as to be readily visible and accessible at all times. The markings shall be arranged to provide for orderly and safe parking, loading/unloading, and storage of vehicles. Markings required to be maintained in a highly visible condition include directional arrows, lettering on signs and in disabled-designated areas, striping, and field color.

2. One-way and two-way accesses into required parking facilities shall be identified by directional arrows. Any two-way access located at any angle other than 90 degrees to a street shall be marked with a traffic separation stripe the length of the access. This requirement does not apply to drive aisles.
3. Where the exit may not be clearly recognizable, directional signs shall be provided to the satisfaction of the Zoning Administrator.

**F. Wheel stops/curbing.**

1. Continuous concrete curbing at least six inches high and six inches wide shall be provided for parking spaces located adjacent to fences, landscaped areas, property lines, structures, or walls.
2. Individual wheel stops may be provided in lieu of curbing when the parking is adjacent to a landscaped area, and the drainage is directed to the landscaped area, subject to the review and approval of the Zoning Administrator.
3. The curbing or individual wheel stops shall be placed two and one-half feet from the adjoining fence, landscaped area, property line, structure, or wall.
4. When provided, individual wheel stops shall be placed to allow for two feet of vehicle overhang area within the dimension of the parking space.

- G. Electric Vehicle (EV) Charging Stations (accessory).** Parking lots for commercial, mixed-use, office, or multi-family developments that are available for use by the public are permitted to provide up to 5 percent of the total number of on-site parking spaces with EV Charging Stations. An approved Minor Use Permit is required to exceed 5 percent of the total number of on-site parking spaces with EV Charging Stations, unless the higher EV Charging Stations percentage is required by the State (California Green Building Standards) or local code.

**New Construction:** New construction of commercial properties exceeding 100 parking spaces or multifamily properties exceeding 100 units shall require the installation of a minimum of 1 EV charging station that can be shared by two parking spaces. For Multifamily developments, the location of the EV charging stations shall be located in common or guest parking areas. If a fee is charged for charging vehicles, the fee shall be based on market conditions for similar EV charging stations within the community.

- H. Vertical clearance.** Vertical clearance for parking spaces shall be a minimum of seven feet, except that an entrance may be six and two-thirds feet and the front five feet of a parking space serving a residential use may be four and one-half feet.

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### D3-37 - Driveways and Site Access

Each driveway providing site access from a street, alley, or other public right-of-way shall be designed, constructed, and permanently maintained in compliance with this Section.

#### A. Number of driveways.

##### 1. Single-family dwellings.

- a. Each parcel with a single-family dwelling shall:
  - (1) Be allowed only one driveway, except as allowed by Subparagraphs b and c., below; and
  - (2) Have a driveway with a minimum length of 20 feet measured from the back of the sidewalk, or the edge of the right-of-way where there is no sidewalk. The minimum width shall be 10 feet and the maximum driveway throat width shall be 12 feet for a one-car garage, 24 feet for a two-car side-by-side garage, and 36 feet for a three-car or greater side-by-side garage. For garages with a tandem car configuration, the maximum driveway throat width shall be based on the number of side-by-side vehicle spaces with unobstructed driveway access.
- b. A parcel within the RC and RE zones with a frontage of 200 feet or more may have two separate driveways, or one circular driveway, provided the resulting curb cuts are separated by a minimum distance of 100 feet, or a lesser distance approved by the City Engineer based on consideration of site topography and traffic safety.
- c. Total front yard paved area (e.g., driveway, parking areas) shall not exceed 50 percent of the required front setback area.

##### 2. Multi-family and nonresidential projects.

- a. A multi-family or nonresidential project shall have no more than two driveways, unless the Zoning Administrator determines that more than two driveways are required to accommodate anticipated project traffic, based on a traffic study.
- b. Whenever a property has access to more than one street, access shall generally be limited to the lowest volume street, to minimize the traffic impacts of the project.
- c. The minimum width of driveways providing access to multi-family and nonresidential parking spaces shall be in compliance with Table 3-13 (Minimum Driveway Widths), below. The maximum driveway width shall be 30 feet, exclusive of the width of a median divider.

**B. Location of driveways.** Driveways shall meet the following standards in all zoning districts, except as approved by the City Engineer.

1. **Distance from street corner.** No driveway shall be located less than 150 feet from the nearest street intersection, as measured from the centerline of the driveway to the centerline of the nearest travel lane of the intersecting street. A lesser distance may be approved by the City Engineer for parcels with street frontages of less than 150 feet.
2. **Driveway spacing.** Driveways shall be separated along the street frontage as follows:
  - a. **Single-family residential development.** Driveways shall be separated by at least six feet, unless a shared, single driveway is approved by the Zoning Administrator. The six-



**TABLE 3-13 - MINIMUM DRIVEWAY WIDTHS (feet)**

Type of Use Served	Number of Parking Spaces to be Served	Minimum Width of One-Way Driveways	Minimum Width of Two-Way Driveways
Residential Uses	6 or fewer spaces	10 feet	---
	7 to 24 spaces	12 feet	20 feet
	25 or more spaces	15 feet	26 feet
Nonresidential Uses	24 or fewer spaces	12 feet	24 feet*
	25 or more spaces	15 feet	30 feet*

**Note:** Minimum widths of two-way driveways for nonresidential uses are for streets with speed limits greater than 25 m.p.h. (i.e. collectors and arterials).

**2. Additional requirements by Zoning Administrator.**

- a. The Zoning Administrator, in consultation with the City Engineer, may require driveways in excess of the above widths where unusual grade, site, or traffic conditions prevail.
  - b. The Zoning Administrator may also require driveways to be constructed with full curb returns and handicapped ramps as opposed to simple curb depressions.
  - c. Driveways which serve the same parking facility shall be located at least 25 feet apart.
- D. Clearances from obstruction.** The nearest edge of a driveway curb cut shall be at least three feet from the nearest property line, the centerline of a fire hydrant, light standard, traffic signal, utility pole, or other similar facility. Driveways shall have a minimum overhead clearance of 14 feet in height, except within a parking structure, where clearance may be reduced to 6 feet, 7 inches.
- E. Driveway visibility.** The visibility of a driveway at its intersection with a street right-of-way shall not be blocked between a height of 30 inches and seven feet, unless approved by the Engineering Services Director, as required by Section D3-6.F (Height limit at street corners and driveways).
- F. Surfacing.** All access driveways required by this Section, and as shown on the approved plans, shall be graded and properly drained, shall be permanently maintained in a dust-free manner, and shall be paved with at least two inches of asphalt, concrete, or paving units.
- 1. The Zoning Administrator may authorize the use of other all-weather surfacing, where the Zoning Administrator determines, in consultation with the City Engineer, that the driveway is not needed for pedestrian access, and that the alternative surfacing will not impair accessibility for emergency vehicles. For the purposes of this Section, alternative all-weather surfacing includes turf block and/or other surfacing materials that provide for water infiltration into the ground while providing adequate support for vehicles.
  - 2. Driveways with a slope of 10 percent or greater shall be paved with asphalt or concrete in all cases.

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### D3-38 - Bicycle and Motorcycle Parking Requirements

- A. Bicycle Parking.** Each multi-family project and nonresidential land use shall provide bicycle parking in compliance with this Section.
1. Number of bicycle spaces required. Multi-family, retail commercial, and office uses shall provide bicycle parking spaces equal to a minimum of one bicycle space for every 10 motor vehicle spaces, with a minimum of two bicycle spaces.
  2. Bicycle parking space location. Bicycle spaces shall be conveniently located near the primary entrance of each structure they are intended to serve.
  3. Bicycle parking design and devices. Each bicycle parking space shall include a stationary parking device to adequately secure the bicycle, shall be a minimum of two feet in width and six feet in length, installed and maintained in compliance with City standards. Overhead clearance shall be a minimum of seven feet.
- B. Motorcycle parking.** Each parking lot with 50 or more motor vehicle parking spaces shall provide motorcycle parking spaces conveniently located near the primary entrance of a structure, accessed by the same aisles that provide access to the motor vehicle parking spaces in the parking lot.
1. **Number of spaces required.** A minimum of one motorcycle parking space shall be provided for each 50 motor vehicle spaces or fraction thereof.
  2. **Space dimensions.** A motorcycle parking space shall have minimum dimensions of four feet by seven feet.

**D3-39 - Loading Space Requirements**

**A. Number of loading spaces required.** Nonresidential uses shall provide off-street loading spaces in compliance with Table 3-14 (Loading Spaces Required), below. Requirements for uses not listed shall be determined by the Zoning Administrator based upon the requirements for comparable uses.

**TABLE 3-14 - LOADING SPACES REQUIRED**

Type of Land Use	Loading Spaces Required
Retail and service commercial activities, eating and drinking establishments, personal service establishments, retail stores, repair shops, and wholesale establishments	
0 - 3,000 sq ft	0 space
3,001 - 30,000 sq ft	1 space
30,001 - 60,000 sq ft	2 spaces
60,001 - 100,000 sq ft	3 spaces
100,001 sq ft and above	As required by the Zoning Administrator.
Lodging (hotel or motel)	
0 - 5,000 sq ft	0 space
5,001 - 50,000 sq ft	1 space
50,001 - 100,000 sq ft and above	2 spaces
Manufacturing, storage facility, warehouse, or other industrial uses	
0 - 5,000 sq ft	0 space
5,001 - 30,000 sq ft	1 space
30,001 - 60,000 sq ft	2 spaces
60,001 - 100,000 sq ft	3 spaces
100,001 sq ft and above	As required by the Zoning Administrator.
Meeting, office, public, and club uses	
0 - 5,000 sq ft	0 space
5,001 - 50,000 sq ft	1 space
50,001 - 100,000 sq ft and above	2 spaces
Public building, installation, service structure, or utility; art gallery, auditorium, bus depot, college, library, museum, school, theater, transit station, or other place of public assembly or use which requires recurring delivery of goods by truck.	1 space, plus as required by the Zoning Administrator.

**B. Standards for loading areas.** Off-street loading areas shall comply with the Building Code specifications and requirements for off-street loading facilities, and shall comply with the following requirements. The Zoning Administrator may reduce these standards and the requirements of Subsection A., Table 3-14, and/or require an On-site Delivery Plan, where the Zoning Administrator first determines that the delivery, operating, and shipping characteristics of the use do not require the number or type of loading spaces required by this Section. An On-site Delivery Plan shall identify an on-site loading area (Minimum 12 feet wide, 35 feet long, and 14 feet vertical clearance) and limit the delivery hours to non-business hours of the on-site tenant(s) at the loading area.

**1. Location.**

- a. Loading spaces shall be on the same site for which the loading spaces are required, or an adjoining parcel, and shall be located:
  - (1) Outside of all required setbacks and not facing a public street;
  - (2) As near as possible to the primary structure and within the rear two-thirds of the parcel;
  - (3) To ensure that loading, unloading, and vehicle maneuvers take place on-site; and
  - (4) To avoid adverse impacts upon neighboring residential properties.
- b. On a site adjoining an alley, a required loading space shall be accessible from the alley unless alternative access is approved by the Zoning Administrator.
- c. Common loading facilities.
  - (1) The off-street loading facilities required by this Section may be satisfied by the permanent allocation of the identified number of spaces for each use in a common truck loading facility; provided, the total number of spaces shall not be less than the sum of the individual requirements.
  - (2) As a requirement of approval, an attested copy of a contract between the parties concerned providing an agreement to joint use of the common truck loading facility shall be filed with the application for the permit or approval.

**2. Not backing across street property lines.** A required loading space shall be accessible without backing a truck across a street property line unless the Zoning Administrator determines that the provision of turn-around space is infeasible and approves the alternative access.

**3. Shall not prevent access to parking spaces.** An occupied loading space shall not prevent access to a required off-street parking space.

**4. Dimensions.** Loading spaces shall be a minimum of 12 feet in width, 35 feet in length with 14 feet of vertical clearance.

**5. Lighting.** Loading areas shall have lighting adequate for security and safety. Lighting shall be installed and maintained in compliance with Sections D3-33 (Parking Area Lighting) and D3-7 (Outdoor Lighting).

**6. Screening and landscaping required.**

- a. Loading areas shall be screened from abutting properties and streets with dense landscaping and/or solid decorative masonry walls with a design and height subject to the review and approval of the Zoning Administrator.

- b. Where a loading area abuts a street or another site, a landscaped strip of at least eight feet in width shall be planted for screening, and permanently maintained with plant materials subject to the review and approval of the Zoning Administrator; except that within 50 feet of a street intersection, the height of plant materials other than trees shall not exceed 36 inches.
  - c. The Zoning Administrator may require additional screening and/or landscaping.
- 7. **Surfacing.** All loading spaces, access driveways, and maneuvering areas required by this Chapter, and as shown on the approved plans, shall be graded and properly drained, shall be permanently maintained with dust-free surfacing, and shall be paved with two inches of asphaltic concrete, or other all-weather surfacing approved by the City Engineer.
  - 8. **Striping.** All loading spaces shall be clearly striped and identified by the words "Loading Only" painted on the paved surface of the space in four-inch wide white block letters. These markings shall be maintained in a highly visible condition at all times.
  - 9. **Loading ramps.** Plans for loading ramps and truck wells shall be accompanied by a profile drawing showing the ramp, ramp transitions, and overhead clearances, and shall require City Engineer and Planning review and approval.
  - 10. **Air Quality.** Delivery vehicles shall be prohibited from idling their engine during loading and/or unloading activities. An electrical connection system may be provided as an alternative to allow for operation of refrigeration systems or other delivery vehicle functions during loading and/or unloading activities.
  - 11. **Vehicle repair prohibited.** Off-street loading facilities and areas required by this Section shall be maintained for the duration of the use requiring the area, and no repair work or servicing of vehicles shall be allowed in the loading areas.

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### D3-40 - Designation of Off-Site Parking and Loading Spaces

If off-site parking and/or loading facilities are approved by the City in compliance with Subsection D3-26 E. (Location and ownership) above, a recordable covenant, easement, or other agreement (hereafter referred to as the "agreement"), acceptable to the City Attorney, shall be recorded in the County Recorder's Office to ensure the continued availability of the parking and/or loading facilities.

- A. **Parties to agreement.** The parties to the agreement shall include the owner of the off-site parking/loading spaces and the owner of the site requiring the parking/loading.
- B. **Contents.** The agreement shall include:
  - 1. Covenants reflecting the City's conditions of approval for the use requiring the parking and/or loading, and the off-site parking and/or loading plan approved by the City;
  - 2. A requirement that the off-street parking and/or loading facilities shall not be used for any other purpose unless the restriction is removed by resolution of the Commission, in compliance with Subsection E., below.
- C. **Certificate of Occupancy.** No Certificate of Occupancy shall be issued until an attested copy of the recorded agreement has been filed with the Department.

**D. Loss of off-site spaces.**

1. **Notification of City.** The owner or operator of a business that uses approved off-site spaces to satisfy the parking/loading requirements of this Chapter shall immediately notify the Zoning Administrator of any change of ownership or use of the property where the spaces are located, or of the property for which the spaces are required, and of any termination or default of the agreement between the parties.
2. **Effect of termination of agreement.** Upon notification that the agreement for the required off-site parking/loading spaces has terminated, the Zoning Administrator shall establish a reasonable time in which one of the following shall occur:
  - a. Substitute parking/loading is provided that is acceptable to the Zoning Administrator; or
  - b. The size or capacity of the use is reduced in proportion to the parking/loading spaces lost.

- E. Commission's action to remove restriction.** Upon submission of satisfactory evidence that other off-street parking and/or loading spaces have been provided in compliance with the requirements of this Chapter, or that the use has ceased, or the structure has been removed or altered so as to no longer require the off-site parking and/or loading spaces, the Commission shall remove the restriction.

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**D3-41 - Vehicles on Private Property**

- A. Parking limit in residential zones.** No "heavy duty" commercial vehicle shall be parked for more than three hours on private property in a residential zone except:
1. While loading or unloading goods or materials and the time required to complete the work exceeds the three-hour period; or
  2. When the vehicle is parked in connection with and in aid of providing a service to or on a property in the block in which the vehicle is parked and time in addition to the three-hour period is necessary to complete the service.
- B. Parking limits in non-residential zones.** A "heavy duty" commercial vehicle may only be parked on private property within a nonresidential zone when the vehicle is:
1. Parked in an approved off-street parking space or an approved outdoor storage or activity area;
  2. Used in connection with and is owned or leased by an approved business located in a nonresidential zone; or
  3. The vehicle is loading or unloading goods in connection with a business and is parked for not more than 48 hours.
- C. Heavy duty defined.** For the purposes of this Section a "heavy duty" commercial vehicle shall mean a single vehicle or combination of vehicles having more than two axles, or a single vehicle or combination of vehicles having a manufacturer's gross vehicle weight rating of 12,000 pounds or more.
- D. Parking limits on landscape areas.** Vehicles shall not be parked within landscape areas.
- E. Storage of trailers, RVs, and larger trucks prohibited.** No trailer, recreational vehicle, as defined in Division D8, and/or truck not customarily used for personal use shall be stored or parked within a required front setback area; except in a nonresidential zone where limited display areas are authorized through Minor Use Permit approval (see Section D6-28). A recreational vehicle may be stored within an interior side or corner side yard setback if located behind a seven foot fence, thus

screened to the maximum extent feasible from the view of the street and adjacent parcels. Temporary parking within the driveway or carport, for the purposes of loading or unloading before or after a trip, shall not exceed a period of 72 consecutive hours. Recreational vehicle owners who have their recreational vehicles parked on the San Ramon property where they reside as of August 25, 2006 may continue to park their recreational vehicles on a paved area within the front yard setback, provided that the following requirements are met:

- a. Each owner shall register their vehicle with the City, including submittal of any applicable documentation and payment of any applicable processing fees.
- b. The parking of each vehicle shall comply with applicable Municipal Code requirements including not overhanging the sidewalk or right-of-way, and this Zoning Ordinance, including required front yard landscaping and sight distance requirements.
- c. Each vehicle shall be registered with the City in compliance with this Section within six months of August 25, 2006.
- d. The registration with the City shall pertain to the registrant of the vehicle, not the vehicle itself.
- e. The owner of the vehicle must be a San Ramon resident and must be a resident of the property or the owner of the property where the vehicle is stored.
- f. Upon sale of the property, no further recreational vehicle storage will be allowed within the front yard setback area.
- g. Upon termination of tenancy, no subsequent tenant will be able to store a recreational vehicle in the front yard setback.

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## Chapter IV - Signs

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### Sections:

- D3-42 - Purpose of Chapter
- D3-43 - Criteria and Guidelines
- D3-44 - Definitions
- D3-45 - Exempt Signs - Signs Not Requiring a Permit
- D3-46 - On- and Off-Site Sign Regulations and Guidelines
- D3-47 - Specific Sign Regulations
- D3-48 - Miscellaneous Signs
- D3-49 - Illumination of Signs
- D3-50 - Prohibited Locations, Sign Types, and Messages
- D3-51 - Maintenance, Abandonment, and Removal
- D3-52 - Master Sign Program Required
- D3-53 - Off-Site Directional Signs
- D3-54 - Approvals Required
- D3-55 - Required Findings
- D3-56 - Sign Permit Required
- D3-57 - Owner's Consent Required
- D3-58 - Sign Permit Applications
- D3-59 - Building Permit Required
- D3-60 - Required Inventory of Illegal or Abandoned Signs

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### D3-42 - Purpose of Chapter

- A. Purpose of Chapter.** The purpose of this Chapter is to provide minimum standards to promote economic viability and enhance the community's appearance by regulating the design, illumination, number, placement, and size of exterior signs and interior signs behind an exterior window(s) if the sign is intended to be visible from the exterior.
- B. Purpose of sign regulations.** These sign regulations are established:
1. To encourage the effective use of signs as a means of communication within the City;
  2. To enhance the community appearances by ensuring the highest standards of sign design and construction and minimizing unnecessary visual clutter;
  3. To encourage creativity in sign design while minimizing the overall number and size of signs to achieve the desired need for identification and communication;
  4. To promote and attract sources of economic development and growth by providing adequate business identity from both vehicular and pedestrian accessways;
  5. To protect pedestrian and traffic safety by minimizing confusing and distracting signs and providing clear identity and direction to major office centers, shopping centers, and residential neighborhoods;
  6. To minimize the possible adverse visual effects of signs on adjoining residential areas and/or public facilities; and
  7. To enable the fair and consistent enforcement of these sign regulations.

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## D3-43 - Criteria and Guidelines

The following criteria should be considered regarding the general location, placement, and design of individual signs:

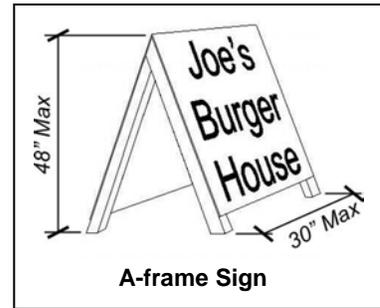
- A. **Signs shall be restrained and non-garish in character.** Signs shall be restrained in character and no larger than necessary for adequate identification.
- B. **Signs shall be limited in quantity.** Signs shall be limited in quantity to that which is necessary for adequate identification. Only one sign for each business or business frontage is encouraged; however, an additional sign may be necessary for adequate visibility given the business location within an office park or shopping center and/or the structure's distance from the adjoining public/private streets;
- C. **Directory signs are encouraged within commercial centers.** Directory signs are encouraged within office park and shopping centers to provide direction and identity. They shall not be visible from public streets and should not cause confusion or visual clutter;
- D. **Signs shall not compete with each other.** Signs shall not excessively compete with each other for the public's attention;
- E. **Signs shall serve to identify a name.** Signs shall serve to identify a business or establishment's name. The primary activity or service being provided may also be included if it is necessary to properly identify the business type;
- F. **Signs shall be in proportion and harmonious with the structures they serve.** Signs shall be in proportion with the building scale and harmonious with the building design in terms of colors, materials, size, and textures;
- G. **Sign illumination shall be at the lowest level.** Sign illumination shall be at the lowest level consistent with adequate identification and readability, and all lighting sources shall be properly shielded and directed onto the sign(s) to avoid glare in compliance with Section D3-49 (Illumination of Signs), below;
- H. **Signs shall be of the highest professional standards.** Sign design shall be of the highest professional graphic standards and creativity related to colors, design, materials, size, and textures;
- I. **Free-standing or monument signs are allowed as an entry statement.** Free-standing or monument signs identifying one or two structure owners or "anchor" tenants are allowed as an entry statement to an office park or shopping center;
- J. **Temporary signs shall not be larger than permanent signs.** Temporary signs shall not be larger in sign face area and/or height than permanent identification signs of a similar type and purpose. The signs shall be incorporated into a monument sign and/or the building wall rather than constructed as a free-standing sign;
- K. **Landscaping shall be protected and enhanced as a visual amenity.** Landscaping surrounding free-standing signs shall be protected and enhanced as a visual amenity; and
- L. **Window displays are encouraged.** Window displays rather than window signs are encouraged whenever possible.

### D3-44 - Definitions

**A-frame sign.** A sign structure built in the shape of a capital letter A, usually designed to be moved easily (see Portable sign).

**Abandoned sign.** A sign which no longer identifies or advertises a bona fide activity, business, lessor, owner, product, or service, and/or for which no legal owner can be found.

**Advertising/promotional signs.** Temporary banners and flags without advertising copy when placed on a structure's exterior within an office or shopping area or center to announce a "grand opening", "going out of business", etc., or area/center sponsored special event.



**Advertising/promotional window signs.** Temporary signs which are installed only on the interior of a window to advertise an event, product, sale, and/or services provided.

**Animated sign.** (see also and note difference from "Changeable sign") A sign or display using kinetic or illusionary motion by electrical, manual, mechanical, natural, or other means. Animated signs include the following types:

1. **Electrically energized illuminated signs** whose motion or visual impression of motion is caused by electrical means. Electrically energized animated signs are of two types:
  - a. **Flashing signs.** Signs with a repeating illumination from one or more sources and in which the intensity of illumination varies from zero (off) to 100 percent (on) during the programmed cycle.
  - b. **Illusionary movement signs.** Signs with the illusion of movement created by a repeating action in which the sign is turned on or off to give the impression of blinking, chasing, running, and/or twinkling light patterns.
2. **Mechanically energized.** Signs with a repeating physical movement activated by mechanical means.
3. **Naturally energized.** Wind-driven signs include banners, flags, metallic disks, pennants, spinners, streamers, or other similar devices designated to move in the wind.

**Architectural Review Board.** Referred to in this Chapter as the ARB. (See Section D6-22 [Architectural Review]).

**Awning.** A shelter projecting from and supported by the exterior wall of a structure constructed of non-rigid materials on a supporting framework.

**Awning sign.** A sign painted on, printed on, or attached flat against the surface of an awning (See Canopy sign, below).

**Back lit awning.** (See Electric awning sign, below).

**Banner sign.** Any sign of lightweight fabric or similar material that is securely mounted to a pole or a building wall by a permanent frame at one or more edges. National flags, State or municipal flags, or the official flag of any institution or business shall not be considered banners (See Pennants, below).

**Billboard.** A sign or advertising structure used as an outdoor display which is securely affixed to the ground. (See Off-site sign, below).



**Blade sign.** A sign, identifying single tenant within a shopping center, which typically projects perpendicular from a building wall adjacent to the tenant entrance by a bracket no less than the required clearance above grade. (See Projecting Sign).

**Broker's open house sign.** A temporary real estate sign which announces that a real estate professional is conducting an open house where interested individuals can visit and tour the premises.

**Building.** Any roofed structure supported by and enclosed by walls for the shelter or storage of persons and/or, property. Referred to in this Chapter as structure. See the Uniform Building Code for definition.

**Building Frontage.** The distance that any individual building or tenant wall or site extends along a public or private right-of-way on which it borders.

**Canopy (structure).** A rigid multi-sided structure covered with fabric, metal, or other material and supported at a building wall at one or more points, and by columns or posts embedded in the ground at other points. May be illuminated by means of internal or external sources. (See Electric awning sign and theater marquee, below).

**Canopy (free-standing).** A rigid multi-sided structure covered with fabric, metal, or other material and supported by columns or posts embedded in the ground. May be illuminated by means of internal or external sources. (See Canopy, structure, above).

**Canopy sign.** A sign affixed or applied to the exterior facing surface(s) of a structure or free-standing canopy. (See Awning sign, above).

**Changeable sign.** A sign whose informational content can be altered or changed by electric, electro-mechanical, electronic, or manual means. Changeable signs include the following types:

1. **Electrically activated.** Signs whose alphabetic, pictographic, or symbolic informational content can be altered or changed on a fixed display surface composed of electrically illuminated or mechanically driven changeable segments. Includes the following two types:
  - a. **Computer controlled variable message electronic signs.** Signs whose informational content can be altered or changed by means of computer-driven electronic impulses.
  - b. **Fixed message electronic signs.** Signs whose basic informational content has been pre-programmed to include only certain types of information projection (e.g., predictable traffic conditions, temperature, time, or other events subject to prior programming).
2. **Manually activated.** Signs whose alphabetic, pictographic, or symbolic informational content can be altered or changed by manual means.

**City.** Unless the context clearly discloses a contrary intent, the word "City" shall mean the City of San Ramon.

**Clearance (of a sign).** The smallest vertical distance between the grade of the adjacent highway, street, or street curb and the lowest point of any sign, including framework and embellishments, extending over that grade.

**Commercial/retail center.** Any nonresidential grouping of structures or uses occupied by three or more tenants which are connected by architectural treatment, shared access roads, and/or a commonality of use. Includes public/semi-public complexes. This use is typically neighborhood-serving in nature.

**Commercial/retail area.** A commercial/retail area either consisting of, or which has the potential for, 200,000 gross square feet or greater leasable tenant space via aggregation with adjoining commercial centers and/or properties which have a distinct geographical identity within the City. These areas can be

either neighborhood serving and/or community serving in nature depending upon location, size, and tenants, and have frontages on one or more arterial street(s).

**Construction sign.** A temporary sign identifying an architect, contractor, developer, and/or material supplier participating in construction on the property on which the sign is located.

**Copy.** The graphic content of a sign surface in either permanent or removable letters, in alphabetic, pictographic, or symbolic form.

**Directional/information sign.** An on-site incidental sign giving directions, instructions, or facility information (e.g., entrance, exit, or parking signs).

**Directory sign.** A free-standing or wall sign intended to identify two or more tenants of a specific site, and located to direct pedestrian circulation within an office park and/or commercial/retail center or area. The signs are intended for pedestrian assistance and not for providing directional assistance to motorists, and should not, therefore, be visible from the public street.

**Double-faced sign.** A sign with two faces, essentially back-to-back, or a "V" shaped sign structure. (See Multiple-faced sign, below)

**Electric awning sign.** (Also known as back lit awning). An internally illuminated awning or canopy structure which is constructed of a flexible, reinforced, and translucent covering, with graphics or copy applied to the visible surface of the awning.

**Facade.** The entire building wall including the parapet.

**Flashing sign.** (See Animated sign, electrically energized, above)

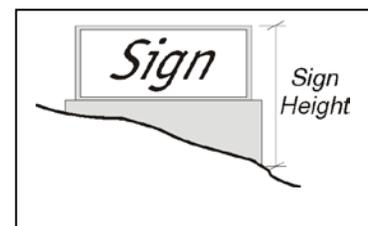
**Free-standing sign.** A sign supported permanently upon the ground by braces or poles and not attached to any structure. (See also Monument sign, below)

**Garage Sale signs.** Any sign pertaining to a garage sale or a community garage sale.

**Gasoline price signs.** Signs which are intended to advertise gasoline and other motor fuel prices in compliance with the requirements of the State Business and Professions Code.

**Government sign.** Any sign erected and maintained by the City, County, State, or Federal government for traffic direction or for designation of or direction to any historical site, hospital, public service, or school, facility or property.

**Height (of a sign).** The vertical distance measured from the highest point of the sign, excluding architectural embellishments (e.g., decorative cornices, trim, etc.), to the grade of the adjacent street or the surface grade beneath the sign, whichever is less. (See and compare Clearance, above)



**Illegal sign.** A sign(s) which has been installed without the required City approval and has not received a nonconforming status.

**Sign Height**      ≥ not

**Illuminated sign.** A sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

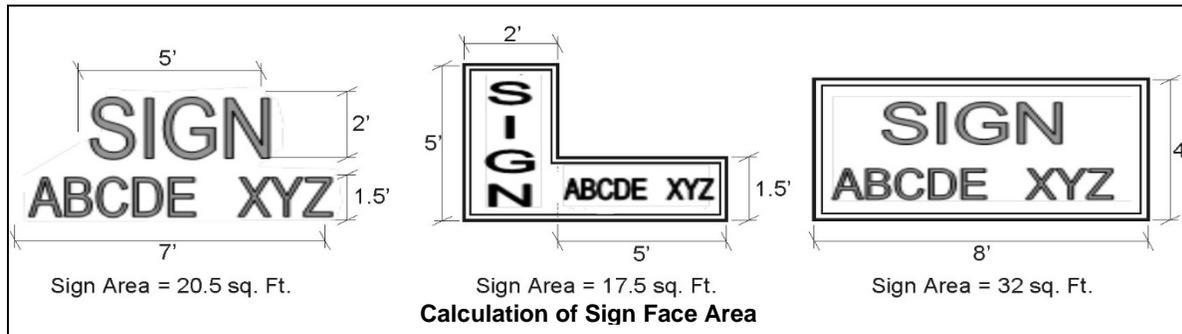
**Incidental sign.** A small decal, emblem, or sign informing the public of facilities, goods, or services available on the premises (e.g., credit card sign or a sign indicating hours of business).

**Lot.** A parcel of land legally defined on a subdivision map recorded with the Assessment Department or land registry office, or a parcel of land defined by a legal record or survey map.

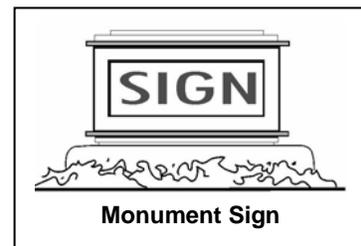
**Maintenance.** For the purposes of this Chapter, the cleaning, painting, repair, or replacement of defective parts of a sign in a manner that does not alter the basic copy, design, or structure of the sign.

**Mansard.** A sloped roof or roof-like facade architecturally comparable to a building wall.

**Maximum allowable sign face area.** The total area allowed for a single face of a sign. (See Table 3-13 [On-site and Off-site Maximum Sign Standards], below).



**Monument sign.** A free-standing sign mounted directly to the ground on a solid base or pedestal or mounted to a wall which is not a building wall (e.g., soundwall) which is intended to identify the name and/or logo of a commercial office or shopping center or residential neighborhood. The signs are intended to provide identification to motorists and may therefore be visible from the public street.



**Multiple-faced sign.** A sign containing three or more faces, not necessarily in back-to-back configuration. (See "V" sign, below)

#### Nonconforming sign.

1. A sign which was erected legally, but which does not comply with subsequently enacted sign restrictions and regulations related to height, location, quantity, setbacks, sign face area, etc.
2. A sign which does not conform to these sign requirements, but for which a special permit has been issued, or a Master Sign Program has authorized.

**Occupancy.** The portion of a structure or premises leased, owned, rented, or otherwise occupied for a given use.

**Off-site sign.** Any sign structure (e.g., billboard) identifying a facility, use, product, or service which is not located, sold, or manufactured on the same premise as the sign or which identifies a product, service, or use by a brand name which, although sold or manufactured on the premise, does not constitute the principal item for sale or manufactured on the premise.

**Off-site directional sign.** A sign which provides directional assistance to a commercial/retail area, residential subdivision, or multi-family residential development of 100 units or more, and/or a business, premises, or site not having direct frontage upon a public/private street.

**On-site sign.** A sign which pertains to the use of the premises and/or property on which it is located.

**Outdoor advertising display.** Advertising of a retail item with a sign and accompanying display (e.g., advertisement on a product dispenser, etc.)

**Painted wall sign.** Any sign which is applied with paint or similar substance on the surface of a wall.

**Parapet.** The extension of a false front or wall above a roof eave.

**Pennant.** Any light-weight fabric, plastic, or other material whether or not containing a message of any kind, suspended from a rope, string, or wire, usually in series, designed to move in the wind. (See Banners, above)

**Penthouse sign.** Any sign which is affixed to a roof-mounted mechanical equipment storage area.

**Political sign.** A temporary sign used in connection with a local, State, or national election or referendum.

**Portable sign.** Any sign designed to be moved easily and not permanently affixed to the ground or to a structure (e.g., an A-frame sign).

**Projecting sign.** A sign, other than a flat wall sign, which is attached to and projects from a building wall or other structure not specifically designed to support the sign.

**Public information sign.** Any sign intended primarily to promote items of general interest to the community (e.g., special community events) or traffic control, including warning signs, which are erected by a governmental agency.

**Real estate sign.** A temporary sign advertising the real estate upon which the sign is located as being for lease, rent, or sale. May also include "open house" real estate signs.



**Roofline.** The top edge or ridge of a roof or building parapet, excluding chimneys, cupolas, or minor projections.

**Roof sign.** Any sign mounted to a roof above a roof eave, but not projecting over the roofline of a structure. (Compare with Mansard and Wall sign)

**Rotating sign.** (See Animated sign, mechanically energized, above.)

**Sign.** Any device, fixture, placard, or structure using graphics, symbols, and/or written copy and decorative flags and pennants, without graphics, symbols, or written copy, for the primary purpose of identifying, providing directions, or advertising any establishment, goods, products, or services.

#### **Sign, area of.**

1. **Projecting and free-standing.** The area of a free-standing or projecting sign shall have only one side of any double- or multi-faced sign counted in calculating its area. The area of the sign shall be measured as follows if the sign is composed of one or more individual cabinets (see graphic at Maximum allowable sign face area, above):

A rectilinear line of not more than eight sides shall be drawn around and enclosing the perimeter of each cabinet or module. The area shall then be summed and totaled to determine total area. The perimeter of measurable area shall not include embellishments (e.g., decorative roofing, framing, support structures, etc.); provided, there is no written advertising copy on the embellishments.

2. **Wall or window.** The entire sign area shall be within a single, continuous perimeter composed of any rectilinear line drawn around and enclosing the perimeter of the extreme limits of the advertising message.

**Sign Permit.** All signs regulated by this Chapter shall be approved by issuance of a Sign Permit in compliance with Section D3-56 (Sign Permit Required) before installation, unless specifically exempted from permit requirements.

**Special events sign.** A temporary sign or banner placed on the exterior of a structure which is intended to advertise seasonal events or special exhibitions which include agricultural sales, arts and crafts shows, Christmas tree sales, circus/carnivals, and civic/community events.

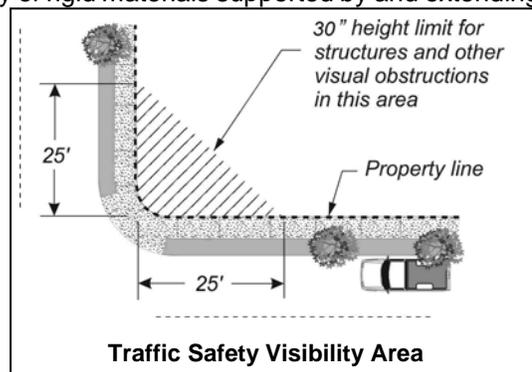
**Subdivision identification sign.** Any free-standing or wall sign identifying a residential subdivision or condominium complex, or multi-family residential development consisting of 100 or more units. (See also Off-site directional signs)

**Temporary sign.** A sign not constructed or intended for long-term use. Typically constructed of lightweight fabric or similar material (e.g., a banner).

**Theatre marquee.** A permanent roof-like structure or canopy of rigid materials supported by and extending from the facade of a theatre building. (See Awning and Canopy, above)

**Theatre marquee sign.** Any sign attached to or supported by a theatre marquee structure.

**Traffic safety visibility area.** The area of a corner lot closest to the intersection which is kept free of visual impairment to allow full view of both pedestrian and vehicular traffic. No sign in excess of 30 inches in height nor support pole larger than 12 inches in diameter may be installed in this area, unless approved by the Engineering Services Director. Free-standing signs shall have at least seven feet clearance to grade when located within a required traffic safety visibility area. (See Section D3-6.E (Height limit at street corners.)



**V-sign.** A sign consisting of two essentially equal faces, positioned at an angle extending less than 179 degrees. (See also Multiple-faced signs, above)

**Wall sign.** A sign attached to and essentially parallel with the wall of a structure with no copy on the sides or edges. This definition includes awning, cabinet, canopy, individual letter, and painted signs.

**Window display.** An arrangement of merchandise, pictures, products, and/or symbols or combination thereof inside a window or structure interior which is intended to be viewed from the exterior to communicate information about the business, services, or special advertising or events.

**Window sign.** A permanent sign inside a window which is intended to be viewed from the exterior to identify a business establishment, hours of operation, and/or services provided. Window signs may include painted-on or wrap-on letters, scenes, pictures, symbols, opaque materials, and/or window tint.



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### D3-45 - Exempt Signs - Signs Not Requiring a Sign Permit

The following signs are exempted from ARB, the Zoning Administrator, and/or Commission review unless otherwise noted, or unless authorized as part of a Master Sign Program in compliance with Section D3-52, below:

- A. Advertising/promotional window signs.** Temporary advertising/promotional window signs or displays when placed to announce an event and provided it is installed for a period not exceeding 21 consecutive calendar days within each calendar quarter. (See Subsection D3-47 M. [Temporary advertisement/promotional window signs])
- B. Blade signs.** Blade signs and other similar non illuminated wall signs not over two square feet in area, displaying the name and/or the address of the tenant located in close proximity to each tenant space when authorized by a Master Sign Program (Section D3-52) or when identifying tenants within a site having five or less nonresidential tenants. The signs shall be limited to one sign for each tenant.
- C. California State Lottery signs.** Signs for the California State Lottery, approved by the Lottery Commission for display by Lottery Game Retailers.
- D. Commemorative signs.** Names of structures, dates of erection, and commemorative tablets, when carved into concrete, stone, or similar material or made of aluminum, bronze, or other permanent type material and made an integral part of the structure. The signs shall not exceed four square feet in sign area and shall not be illuminated.
- E. Commercial and industrial real estate signs.** Temporary on-site commercial and industrial real estate signs when authorized by a Master Sign Program (See Section D3-52), on a site with five or less nonresidential tenants, and when limited to one sign for each site or structure. (See Section D3-47 I. [Temporary on-site commercial real estate signs]). These signs shall comply with the street and traffic safety visibility area and height requirements.
- F. Construction signs.** Temporary construction signs. (See Section D3-47 K. [Temporary construction signs])
- G. Directional/informational signs.** Directional/informational onsite parking and other directional signs, not exceeding one double faced sign for each entrance, or two square feet in sign area, with letters or symbols not exceeding five inches in height. The signs shall not exceed a height of 42 inches, not be located within 10 feet of another freestanding sign, and shall be setback from the driveway entrance at least five feet.
- H. Garage sale sign.** One on-site sign and a maximum of four off-site signs on private properties are allowed on the days of the event from 7:00 a.m. to 4:00 p.m. The maximum size of a sign shall be 6 square feet, maximum 3 feet in height or width. The content on a sign shall be limited to the date, the time, and the address of the event and a directional arrow.
- I. Gasoline price signs.** Gasoline and other motor fuel price signs in compliance with the State Business and Professions Code.
- J. Government flags.** United States, State of California, or City government flags which shall be mounted or flown (e.g., maximum pole height) no higher than the maximum structure height and shall be setback a distance equivalent to the front or street side setback for the subject zone. While exempt from a sign permit, the flag pole or other support shall be subject to the issuance of a Building Permit.
- K. Holiday lights and devices.** Holiday lights and similar devices not advertising a product or sale erected no sooner than 45 calendar days before the holiday and removed within 14 calendar days following the holiday.

- L. Incidental signs with no letters exceeding three inches.** Incidental and window signs having no letters or symbols exceeding three inches in height; provided, the maximum window coverage does not exceed 20 percent of the overall window area, while maintaining a clear interior view for the lower third of the window area for police and private security surveillance. These may be illuminated or non-illuminated and indicate that a tenant is either "open" or "closed" for business, service offered, hours of operation, and/or the address. (See Section D3-47 B. [Window signs])
- M. Interior signs.** Signs within the interior of a structure which are not readily visible from the exterior.
- N. Mass produced product signs.** Signs manufactured as a standard, integral part of a mass produced product accessory to a commercial, public, or semipublic use, including automated teller machines (ATMs), gasoline pumps, telephone booths, and vending machines.
- O. Political signs.** Temporary political signs when a letter of responsibility has been filed with the City Clerk. (See Section D3-47 J. [Temporary political signs])
- P. Public information signs.** Public information and governmental signs erected by a public agency.
- Q. Residential real estate signs.** Temporary on-site residential real estate signs when limited to one sign for each residential site or property. (See Section D3-47 F. [Temporary on-site residential real estate signs])
- R. Scoreboard changeable copy signs.** Electronically activated or fixed message changeable copy signs for scoreboards on public school properties.
- S. Street address numbers.** Street address numbers conforming to Title C, Division 2, (Building Security) of the Municipal Code.

## D3-46 - On and Off-Site Sign Regulations and Guidelines

- A. Applicability.** Table 3-15 (On- and Off-Site Maximum Sign Standards) identifies the maximum allowable sign face area, development standards, and guidelines applying to signs visible from a public or private right of way for each zone. This Table is a summary of the regulations only and the letters in parentheses in the last column reference specific regulations within Section D3-47 following the table or located elsewhere in this Zoning Ordinance.
- B. Exceptions.** A Master Sign Program may supersede the regulations of this Chapter in compliance with Section D3-52; and a Master Off-Site Directional Sign Program may supersede the regulations of this Chapter in compliance with Section D3-53.

**TABLE 3-15 - ON-SITE AND OFF-SITE MAXIMUM SIGN STANDARDS**

Type of Sign	AG; GC; M-1; M-2; P; PD; PS; OS	RR; RE; RS	RM; RMH; RH	OA; MW	OL; CC; CCMU ; MU-C CC-R; CR ; CT; CS; MU	Specific Regs. (D3-47)
<b>ON-SITE</b> Wall Signs	0.75 sf per one linear foot of bldg. frontage, up to a max. of 75 sq. ft. of sign area. Limited to only one sign for each wall	(SAME)	(SAME)	(SAME)	(SAME)	A and PQ
Window Signs	20% of window area	(SAME)	(SAME)	(SAME)	(SAME)	B
Roof Signs	Same as Wall Signs	(SAME)	(SAME)	(SAME)	(SAME)	C
Portable Signs	Section D3-47 N.	(SAME)	(SAME)	(SAME)	(SAME)	N
Office Identification	Same as Wall Sign (1 bldg. identification sign for each wall)	(SAME)	(SAME)	(SAME)	(SAME)	Q
Free-Standing (monument)	Per ARB	3.5' height 12 sf face 1 per site frontage 1 per corner lot	5' height 12 sf face (SAME) (SAME)	12' height 30 sf face (SAME) (SAME)	8' height 30 sf face (SAME) (SAME)	D
Freeway-Oriented Building-Mounted	Limited to 1 wall sign per tenant on a building wall	NONE	NONE	(SAME)	(SAME)	R
Freeway-Oriented Business Park Identification	Section D3-47 S.	NONE	NONE	(SAME)	(SAME)	S
Public Transit Shelter Signs	Section D3-47 T.	(SAME)	(SAME)	(SAME)	(SAME)	U

**TABLE 3-15 - ON-SITE AND OFF-SITE MAXIMUM SIGN STANDARDS**

Type of Sign	AG; GC; M-1; M-2; P; PD; PS; OS	RR; RE; RS	RM; RMH; RH	OA; MW	OL; CC; CCMU ; MU-C ; CC-R ; CR ; CT; CS; MU	Specific Regs. (D3-47)
<b>TEMPORARY</b> On-Site Residential Real Estate	4 sf face area 5 ft. height 1 per site	(SAME)	(SAME)	(SAME)	(SAME)	F
On-Site Commercial Real Estate	12 sf face area 5 ft. height 1 per site	(SAME)	(SAME)	(SAME)	(SAME)	I
Political	32 sf face area 8 ft. height	(SAME)	(SAME)	(SAME)	(SAME)	J
Construction	32 sf face area 10 ft. height 1 per site	(SAME)	(SAME)	(SAME)	(SAME)	K
Advertising/ Promotional and Identification	12 ft. height 1 per tenant	(SAME)	(SAME)	(SAME)	(SAME)	L, M, and P
Special Events	Per Special Events Permit	(SAME)	(SAME)	(SAME)	(SAME)	O
Off-Site Real Estate Residential and Special Events	6 sf face area 3 ft. height	(SAME)	(SAME)	(SAME)	(SAME)	G
Off-Site Subdivision Directional	6 sf face area 3 ft. height	(SAME)	(SAME)	(SAME)	(SAME)	H
<b>OFF-SITE</b> Off-Site Directional	Section D3-53	(SAME)	(SAME)	(SAME)	(SAME)	E

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## D3-47 - Specific Sign Regulations

All signs identified in this Section shall comply with the applicable sign standards and regulations identified below. All non-exempt signs shall be reviewed in compliance Section D3-54 (Approvals required) below.

### A. Wall signs shall be:

1. Located below a parapet or roofline.
2. Not project greater than 12 inches from the face of the structure, except for awning signs.
3. Allowed on spires, towers, or other architectural features as identified in this Chapter when the sign is an integral part of the building design and does not project above a roofline. Any sign(s) higher than the maximum structure height limit allowed in the subject zone, shall be subject to approval by the Commission (or as part of a Master Sign Program). (See Section D3-52, below)
4. Limited to a maximum of 0.75 square feet for each one linear foot of building frontage (or each building frontage if there is more than one frontage) up to a maximum of 75 square feet of total sign face area. Limited to only one wall sign for each wall. Wall signs may exceed the maximum allowed sign face area when the Planning Commission grants an exception in compliance with the following:
  - a. The proposed exception conforms as closely as practical to the regulations governing sign area limitations;
  - b. The proposed exception is consistent with the purposes and policies of these sign regulations;
  - c. The strict adherence of the sign regulations does not allow adequate identification of the subject site or structure because of the site's location, or because the proposed business is obscured from view by adjacent structures or vegetation;
  - d. The sign is in proportion to the wall/window area; and
  - e. Wall signs shall be limited to one sign for each structure street frontage. One additional wall sign may be allowed if the primary customer entrance is not on the wall facing the street.

### B. Window signs shall be:

1. Designed to ensure that the total area of all window signs, including exempt signs, shall be limited to 20 percent of a tenant's total window area for each wall.
2. Fabricated to the highest standards of sign design and construction.
3. Positioned in a fashion so that they do not obscure the vision of the indoor activities by law enforcement personnel.

### C. Roof signs shall be:

1. Located below a parapet or roofline. Theater marquee signs and/or signs on a sloped or pitched roof (e.g., a gabled roof) may project above a roof eave, but shall be below a roofline. (See also Theatre or cinema signs, Subsection D3-47 T. (Theatre or cinema signs) below)
2. Subject to the same sign area regulations identified for wall signs in Section D3-47 A. (Wall signs) above.

**D. Free-standing or monument signs shall be:**

1. Limited in height and total sign face area allowed in the subject zone (See Table 3-15 [On- and Off-Site Maximum Sign Standards], above), and shall not be closer than 30 feet to another free-standing and/or monument sign unless authorized by the Planning Commission.
2. Limited to one sign for each site frontage. Corner parcels, when not developed as part of a contiguous commercial, office, and /or residential development, shall be limited to one free-standing sign. Additional signs may be authorized by the Zoning Administrator when necessary for proper identification.
3. Designed to include the structure/complex name, leasing information, address, and up to two “anchor” tenants, unless additional tenant names are allowed under the Master Sign Program. The leasing information shall be incorporated as part of the monument sign. The total number of tenant names and other signs shall be determined in compliance with a Master Sign Program. (See Section D3-52, below)
4. The directory style signs shall not be visible from a public street or right of way.
5. Designed to ensure that the sign(s) are not located over, or encroach into, a public right-of-way.
6. Placed within a required landscaped area. The Zoning Administrator may require supplemental landscaping to enhance the sign and streetscape appearance.
7. In compliance with the requirements of Sections D3-37 (Driveways and Site Access).
8. Designed with creativity in mind, subject to the approval of the ARB and Zoning Administrator.
9. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)

**E. Off-site signs shall be:**

1. Off-site signs, as that term is defined in Section D3-44 (Definitions), above, advertising an establishment, event, or product shall not be allowed except as specified by this Chapter. (See Subsections G. [Temporary off-site residential real estate signs] and H. [Temporary off-site subdivision directional signs], below)
2. The Planning Commission may authorize an off-site identification sign for a business, premise, or property not having direct frontage or visibility upon a public/private street. (See Section D3-54 B. [Planning Commission review and action], below)

**F. Temporary on-site residential real estate signs shall be:** Signs within any residential zone which are intended to identify a residential "open house" or residential property for lease, rent, or sale shall be:

1. Limited to four square feet in total sign face area and five feet in maximum height measured from the top of the sign to the ground directly below it.
2. Limited to one sign for each residential property, unless additional signs are authorized by the Zoning Administrator as necessary for proper identification.
3. Installed on the residential property to identify “for lease” or “sale”, and not located within any public street right-of-way. The Zoning Administrator may authorize the placement of the sign within the public street right-of-way only when there is no alternative location with ready appearance from the public street right-of-way and then only when an Encroachment Permit is authorized by the City Engineer.

4. Displayed no longer than seven calendar days after the property is no longer offered for lease, rent, or sale. "Lease/rent" shall mean occupancy by a tenant and "sale" shall mean close of escrow.
5. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)

**G. Temporary off-site residential real estate signs.** Portable off-site residential real estate signs within any residential zone which is intended to provide directional assistance for a broker's "open house" shall be:

1. "A-frame" in design. "Stick signs" are strictly prohibited.
2. Limited to 48 inches in height and six square feet in total sign face area.
3. Allowed only on the weekends and removed no later than Sunday at sunset. However, the signs may be used on Thursdays and Fridays between the hours of 9:30 a.m. to 2:00 p.m. for broker's open house only, unless otherwise specified by the Zoning Administrator.
4. Placed behind the sidewalk, and shall not encroach within the public rights-of-way (e.g., bicycle paths, medians, or sidewalks). Signs shall not be placed on fences, utility poles, or walls.
5. Allowed only for residential real estate developments that are located within the City of San Ramon.
6. Limited to one sign for each direction at any intersection for each real estate company regardless of the number of listings located in that direction.
7. Limited to a maximum combined total of eight temporary off-site residential real estate signs and temporary off-site subdivision directional signs at major arterial/collector street intersections; provided, motorist visibility is not obstructed. Signs on secondary or residential street intersections shall be limited to a maximum combined total of four temporary off-site residential real estate signs and temporary off-site subdivision directional signs; provided, motorist visibility is not obstructed.
8. Designed to include directional arrows on each sign.

**H. Temporary off-site subdivision directional signs.** Portable off-site residential subdivision signs which provide directional assistance only shall (See also Off-site directional signs - Section D3-53, below) be:

1. "A-frame" in design. "Stick signs" are strictly prohibited.
2. Limited to 48 inches in height and six square feet in total sign face area.
3. Allowed only on weekends between Saturday at 9:30 a.m. and removed no later than Sunday at sunset.
4. Placed behind the sidewalk, and shall not encroach within the public rights-of-way (e.g., bicycle paths, medians, or sidewalks). Signs shall not be placed on fences, utility poles, or walls.
5. Allowed only for developments that are located within the City of San Ramon or the City's Sphere of Influence.
6. Removed when the remaining, unsold units are turned over to brokers for disposal, or within a 90-day period following the approval of a Master Off-Site Directional Program in compliance with Section D3-53, whichever first occurs.

7. Not be visible from a freeway or along the freeway's on-/off-ramps.
  8. Limited to:
    - a. One sign for each direction, at any intersection for each subdivision;
    - b. Eight signs for each subdivision, placed not less than 1,000 feet apart; and
    - c. A maximum combined total of eight temporary off-site residential real estate signs and temporary off-site subdivision directional signs at major arterial/collector street intersections; provided, motorist visibility is not obstructed. Signs on secondary or residential street intersections shall be limited to a maximum combined total of four temporary off-site residential real estate signs and temporary off-site subdivision directional signs; provided, motorist visibility is not obstructed.
  9. Designed to include directional arrows.
- I. Temporary on-site commercial real estate signs.** Temporary on-site commercial real estate signs which are intended to identify a commercial, office, or industrial property for lease, rent, or sale shall be: (See Subsection D3-45 E. [Commercial and industrial real estate signs], above)
1. A maximum of 12 square feet in total sign face area and five feet in maximum height measured from the top of the sign to the ground directly below it. When situated within 30 feet of a permanent monument sign, the maximum sign face area of the temporary sign shall be reduced to 50 percent of the adjoining monument sign face area.
  2. Limited to one sign for each site or structure, unless additional signs are authorized by the ARB and Zoning Administrator when necessary for proper identification.
  3. Located on the site it is identifying for lease, rent, or sale and not located within any public street right-of-way.
  4. Not be visible from a freeway or along the freeway's on-/off-ramps.
  5. The Sign Permit shall clearly identify the specific suite, site, or structure for which the permit is issued to ensure compliance with Subparagraph 6 below.
  6. Removed no later than 30 days from the issuance of building occupancy unless authorized by an approved Master Sign Program. (See Section D3-52, below)
  7. Subject to a Master Sign Program if required by this Chapter before building occupancy. (See Section D3-52, below)

**J. Temporary political signs shall:**

1. Pertain to a ballot measure, candidate, or issue to be voted upon within 90 calendar days of the initial date of posting.
2. Be no larger than 32 square feet in total sign face area and have a maximum height of eight feet measured from the top of the sign to the ground directly below it.
3. Not be placed within the public right-of-way or visible from a freeway or along the freeway's on/off-ramps.
4. Be removed within seven calendar days following the election.
5. Comply with the requirement that the party responsible for the sign's removal shall, before the sign's installation, file a statement of responsibility with the City Clerk certifying that the temporary political sign will be removed within the required time limits identified in this Subsection.

**K. Temporary construction signs shall be:**

1. No larger than 32 square feet in total sign face area and maximum 10 feet in height measured from the top of the sign to the ground directly below it.
2. Limited to one sign for each project and may identify only the name of the project and the general contractor and/or development company sponsoring the work in-progress as well as one telephone number for each sponsor.
3. Located on the same site as the construction work in progress.
4. Removed upon final certificate of building occupancy or as required by the Zoning Administrator.

**L. Temporary advertising/promotional signs.** Advertising/promotional signs which are intended to advertise or promote a tenant "grand opening", relocation, "going out of business", etc. or a special event within and sponsored by a shopping center/area (e.g., a "sidewalk" sale) or special seasonal sales event (e.g., "back to school" sale), shall be:

1. A banner, flag, pennant, or other similar device without advertising copy other than the tenant and/or center name, and the announcement of the aforementioned allowed events and shall be placed on the structure exterior and secured to or suspended from a building wall or flag pole. The signs and/or flags shall not be affixed/attached to a fence, roof, screen wall, or tree. Tethered balloons and inflatable signs are prohibited.
2. Limited to one sign for each tenant and a maximum of two commercial center-sponsored signs for each commercial center or area.
3. Limited to a 21 consecutive day installation period for each event and a maximum of once each calendar quarter.
4. Professionally designed and fabricated from durable and weatherproof materials.
5. Limited to 12 feet in height measured from the top of the sign to the ground directly below it.
6. Located to ensure that the sign does not block required pedestrian and/or vehicle accessways, create safety hazards, and/or obstruct signs identifying adjoining establishments.
7. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)

- M. Temporary advertisement/promotional window signs.** Signs which are installed on a temporary basis only on the interior of a window to advertise an event, product, sale, and/or services shall be:
1. Limited to 21 consecutive days within each calendar quarter, except they are allowed without the 21-day time restriction between the day before Thanksgiving through January 2nd of the following year.
  2. Subject to the window coverage requirements of this Chapter. (See Subsection D3-47 B. [Window signs], above)
  3. Located to ensure that the sign does not block or impede the line-of-sight or surveillance as required by Section D3-47 B. [Window signs], above.
  4. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)
- N. Portable signs.** Portable signs which are intended to provide directional assistance to a tenant space within a commercial zone shall be:
1. Located within proximity of the tenant's primary entrance, limited to one sign for each tenant, and shall not be visible from a public street.
  2. The maximum sign area shall not exceed 48 inches high by 30 inches wide.
  3. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)
  4. Prohibited within any location which would block and/or impede vehicular/pedestrian travelways or walkways, obstruct signs identifying adjoining establishments, and/or placed within any required setback or landscaped areas.
- O. Temporary special event signs.** Temporary special event signs, subject to the approval of the Department, for temporary uses which are intended to advertise seasonal events or special exhibitions (e.g., arts and crafts fairs circus/carnivals, etc.), as defined in Municipal Code Division B1, Chapter IV (Special Events) may be authorized by a Special Events Permit when approved by the Parks and Community Services Director. Seasonal events related to the sale of agricultural products require a Special Events Permit issued by the Parks and Community Services Director. Sidewalk sales and similar events related to permanent businesses require a Temporary Use Permit.
- P. Temporary business identification signs.** Temporary business identification signs, which are intended to provide identification of a business before installation/placement of a permanent identification sign, shall be:
1. Generally conforming to the temporary advertising/promotional sign locational regulations identified in Section D3-47 M. [Temporary advertising/promotional signs], above and as modified below.
  2. Allowed for a maximum period of 90 consecutive days with the prior approval of the Zoning Administrator.
  3. Removed and replaced with a permanent business identification sign approved by the ARB and/or the Zoning Administrator.
  4. Temporary banner signs may be used in compliance with Subsection L. (Temporary advertising/promotional signs), above.

**Q. Office structure identification sign(s) shall be:**

1. Subject to the same sign area regulations identified for wall signs in Subsection D3-47 A. [Wall signs], above.
2. Limited to one wall-mounted sign or logo which is intended to identify a structure complex name. One sign shall be allowed for each structure elevation that fronts a public street or freeway.
3. Located below the roofline or parapet at a height and scale architecturally in harmony with the structure unless an increased height is authorized by the Planning Commission. (See Section D3-47 C. [Roof signs], above)
4. Constructed of individual channel letters or internally-illuminated letters and/or logo.
5. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52 below).

**R. Freeway-oriented building-mounted signs.** Freeway-oriented building-mounted signs which are intended to identify a structure name, address, a structure or corporate logo, and tenant names shall be:

1. Prohibited on windows and/or as free-standing signs. Only allowed as “building-mounted” freeway-oriented signs; no modification or waiver of this prohibition may be allowed.
2. Allowed for a commercial or office center consisting of six or more tenants, or a single-tenant structure having a gross floor area of 50,000 square feet or more.
3. Limited to building walls having direct physical freeway frontage.
4. Limited to one wall sign for each tenant on a building wall physically located adjacent to and visible from the freeway.
5. Subject to the same sign area regulations identified for wall signs in Subsection D3-47 A. [Wall signs], above.
6. Constructed of individually illuminated channel letters rather than can-type signs.
7. Subject to a Master Sign Program if required by this Chapter. (See Section D3-52, below)

**S. Freeway-oriented business park identification signs.** Freeway-oriented business park identification signs (i.e., free-standing signs, etc.) directly adjacent to Interstate 680 consisting of 100 acres or more are intended to identify a business park, address, tenants within a business park, structure name, or a structure or corporate logo. Such signs shall be subject to a Master Sign Program and/or MSP Amendment with Planning Commission approval. (See Section D3-52, below). In addition to approval of a Master Sign Program, all signs visible from a State highway or freeway shall be subject to the regulations contained in the California Outdoor Advertising Act, Chapter 2, Division 3, of the Business and Professions Code.**T. Theatre or cinema signs shall be:**

1. Subject to the Zoning Administrator's approval if the signs deviate from the regulations of this Chapter (e.g., brighter lights, increased sign area and height, etc.) and only if the modifications are compatible with the structure design and character of the area. (See Subsection D3-47 C. [Roof signs], below)
2. Limited to the name of the establishment and the changeable copy type of sign for the show listings.

**U. Public transit shelter signs shall be:**

1. Prohibited within any residential zone and limited to the commercial, industrial, office, and public zones.
2. Authorized only on shelter structures approved by the Council as part of a Citywide master plan.
3. Subject to the sign area, design, and locational criteria established by the Citywide master plan.
4. Installed only by the vendor(s) authorized by the Citywide master plan.
5. Removed immediately when required by the Zoning Administrator based on non-compliance with this Chapter or when in response to general public complaint(s).
6. Subject to the required findings established by the adopted Council policy for advertisement/display standards in compliance with the following:
  - a. All advertisement shall adhere to decency in text and photography;
  - b. Advertisements on alcohol, political, religious, pornographic, tanning, or tobacco material are prohibited;
  - c. Offensive language and colors (e.g., neon colors) are prohibited; and
  - d. Excessive violence and adult themes are prohibited.

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**D3-48 - Miscellaneous Signs**

- A. Noncommercial murals and displays.** Noncommercial murals, large graphic designs, and statuary are permissible with approval by the Zoning Administrator; provided, they do not contain advertising messages, and further provided, the displays will not pose a hazard to public health, safety, or welfare.
- B. Zoning Administrator and ARB approval required.** The painting or decorating of a structure in a manner designed to convey a message to viewers shall be considered a sign for the purposes of this Zoning Ordinance and shall first require both Zoning Administrator and ARB review and approval.

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**D3-49 - Illumination of Signs**

- A. No exposed tubes or bulbs.** Signs shall not have exposed fluorescent tubes or incandescent bulbs.
- B. Shielding of light fixtures required.** All fixtures shall be shielded and properly focused to minimize glare and excessive nighttime illumination.
- C. Limitation on illumination.** Signs immediately contiguous to and adjoining with any residential zone shall not be illuminated between the hours of 10:00 p.m. and 6:00 a.m. unless they identify an establishment open for business during those hours, and further provided the lighting is subdued to minimize potential impacts (e.g., glare).

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**D3-50 - Prohibited Locations, Sign Types, and Messages**

The following locations and types of signs or advertising devices are prohibited within the City:

- A. Banners, flags, pennants, and similar advertising devices.** Banners, flags, pennants, and similar advertising devices with advertising copy mounted to an exterior building wall or suspended from a

building wall, flag pole, or similar structure, except when authorized as part of a Master Sign Program (See Section D3-52) or allowed as a temporary sign. (See Sections D3-47 L. [Temporary advertising/promotional signs], M. [Temporary advertisement/ promotional window signs], O. [Temporary special event signs], and P. [Temporary business identification signs])

- B. Flashing, moving, or rotating signs.** Flashing, moving, or rotating signs, except for barber poles and changeable copy for theater and cinema marquee signs and scoreboards and reader boards on public property.
- C. Freeway exposed signs.** Free-standing signs not within a business park, window signs, and "for sale/rent/lease" signs of any type which are designed, oriented, or placed for freeway exposure and which are visible from the freeway or a freeway on- and off-ramp.
- D. Home occupations.** Signs identifying a home occupation.
- E. Off-site directional signs.** Off-site signs or off-site directional signs, except signs allowed for a site or business not fronting on a public or private street (See Subsection D3-47 E. [Off-site signs]), as a temporary sign (See Subsections D3-47 G. [Temporary off-site residential real estate signs] and H. [Temporary off-site subdivision directional signs]) or allowed by a Master Off-Site Directional Sign Program (See Section D3-53).
- F. Off-site signs.** Off-site signs or billboards are prohibited anywhere within the City.
- G. Outdoor advertising signs.** Outdoor advertising signs, except as authorized as a temporary advertising/ promotional sign or window sign, portable sign, or as allowed as a temporary special event sign. (See Subsections D3-47 L. [Temporary advertising/promotional signs], M. [Temporary advertisement/ promotional window signs], N. [Portable signs], and O. [Temporary special event signs])
- H. Penthouse signs.** Penthouse signs and signs projecting above a roofline except as allowed as a roof sign. (See Subsections D3-47 C. [Roof signs] and S. [Theatre or cinema signs])
- I. References to obscene matter.** Signs containing pictures, statements, words, or other representations which are in reference to obscene matter which violate the California Penal Code, Section 311 et. seq.
- J. Searchlights.** The use of outdoor searchlights when used for advertising or "attention-getting" purposes, except when authorized with a Temporary Use Permit (See Section D6-27).
- K. Signs on public transit shelters.** Signs on public transit shelters when located within a residential zone.
- L. Signs on vehicles.** Signs which are either painted-on, placed on, and/or attached to a vehicle parked on a public or private street for a period exceeding 72 consecutive hours which is clearly intended to provide advertisement and/or directional assistance.

- M. Signs within the public right-of-way.** Signs located within the public right-of-way excluding governmental signs and public information signs, except when authorized by an Encroachment Permit and allowed as a temporary sign. (See Subsections D3-47 F. [Temporary on-site residential real estate signs], G. [Temporary off-site residential real estate signs], and H. [Temporary off-site subdivision directional signs])
- N. Similar to traffic directional signs or devices.** Signs with colors, design, lighting, or text that could be confused with a public traffic directional sign or control device.
- O. Tethered balloons or inflatable signs.** Tethered balloons or inflatable signs.
- P. Use of improper materials.** Exterior signs made of materials which are impermanent and will not stand exposure to weather.
- Q. Window Signs with Opaque Materials/Window Tint.** Window signs with opaque materials, and/or window tint that are positioned in a fashion so that they obscure the vision of the indoor activities by law enforcement personnel. Also prohibited are merchandise displays and similar signage that functional obscure the minimum visibility indoor activities by law enforcement personnel. The standard is not to prohibit all window tinting and display areas, but rather protect the minimum visibility need to promote security.

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### D3-51 - Maintenance, Abandonment, and Removal

- A. Maintenance required.** All signs, including banners, flags, pennants, and awnings with signs, shall be properly maintained in good repair and shall be cleaned, painted, or replaced as necessary to present a neat appearance.
- B. Removal following discontinuance.** An on site sign advertising an activity, business, product, or service shall be removed within 30 calendar days following the actual discontinuance of the activity, business, or service.

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### D3-52 - Master Sign Program Required

- A. Purpose.** Regulations for Master Sign Programs are to:
1. Identify criteria for the construction, design, and placement of signs (including temporary banners and flags) which are specific to a commercial or multi-family residential development and which would be compatible with the site planning and structure design of the entire area.
  2. Ensure the reasonable compatibility of signs within the development regarding sign color, design theme, location, materials, number, and size.
  3. Provide a coordinated approach to providing adequate directional signs and/or identification within the development to ensure pedestrian and vehicle safety and to promote the economic viability of the development.
- B. Applicability/application processing.**
1. **Applicability.** The following projects shall require a Master Sign Program or Master Sign Program Amendment. A Master Sign Program shall be reviewed by the ARB with a recommendation to the Zoning Administrator. A Master Sign Program Amendment shall be reviewed by the Zoning Administrator unless otherwise identified in Section D3-47 Specific Sign Regulations.



- D. Design guidelines.** The following guidelines shall be considered when proposing sign location, design, and construction. While compliance is not mandatory, adherence to the guidelines is always strongly encouraged.
- 1. Deviation from identified standards.** Sign face area and sign heights may deviate from Section D3-47, above, based on the required findings contained in Subsection D3-52 E., below.
  - 2. Directory signs for multi-tenant centers.** For multi-tenant centers with six or more tenants, directory signs are encouraged to direct internal pedestrian and vehicle circulation. However, the directory signs shall not be so prominent as to call attention to themselves from the public street.
  - 3. Free-standing signs.**
    - a. More than one free-standing sign may be allowed for each site frontage when the requirements identified in Subsection D3-47 D. [Free-standing or monument signs], above are met.
    - b. Free-standing signs should be designed to accommodate the structure name, address, and/or anchor tenants, and leasing information.
  - 4. Kiosks or bulletin boards.** Kiosks or community bulletin boards should be provided and properly located within the development.
  - 5. Landscaping.** Site landscaping shall be designed to minimize visual obstructions of the structure and/or individual signs, while still enhancing the visual appearance of the structures and signs.
  - 6. Leasing information.** Leasing information shall be designed as an integral part of the Master Sign Program.
  - 7. Portable signs.** Uniform size, graphic, design, and materials for portable signs within a center are strongly encouraged. (See Subsection D3-47 N. [Portable signs], above)
  - 8. Single-tenant free-standing signs discouraged.** Single-tenant free-standing signs within multi-tenant centers are strongly discouraged. However, single-tenant free-standing signs may be allowed:
    - a. If the requirements identified in Subsection D3-47 D. (Free-standing or monument signs), above are met; and
    - b. More than one free-standing sign may be allowed for each site frontage when the requirements identified in Subsection D3-47 D. [Free-standing or monument signs], above are met.
    - c. When it can be demonstrated that the sign is necessary to provide business awareness and enhance pedestrian and vehicle safety.
  - 9. Sufficient wall or facade area to be provided.** The structure should be designed so that sufficient wall or facade area is provided for the structure name and logo (if any), as well as to address tenant signs and/or leasing information.
  - 10. Wall-mounted signs and/or logos.** A maximum of one wall-mounted sign and/or logo for each tenant for each building elevation is allowed which should be physically related to the tenant entrance. The total number and locations of tenant signs on a wall or structure visible from the freeway should be determined based on design considerations of scale and proportion, the

ability of the signs to provide identification and directional assistance, and the enhancements to the structure's appearance.

- E. Required findings.** In approving a Master Sign Program, the ARB and/or the Zoning Administrator shall first find that:
1. The plan's contribution to the design quality of the site and surrounding area will be superior to the quality that would result under the regulations and standards identified in Sections D3-45 and D3-47, above; and
  2. The plan is generally consistent with the criteria identified in Section D3-43 (Criteria and Guidelines) and achieves the purposes identified in Subsection D3-52 A. (Purpose), above.

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### D3-53 - Off-Site Directional Signs

- A. Purpose.** The purpose of establishing regulations for the location and design of off-site directional signs is to direct the public to major residential areas and major commercial retail shopping and office areas thereby:
1. Promoting economic viability and community identity;
  2. Ensuring traffic safety and traffic flow; and
  3. Creating a unified sign program which contributes to the high quality image and character of the City's streetscape.
- B. Off-site directional signs defined.** Off-site signs refer to a directional sign representing a major residential subdivision, multi-family residential development, or major commercial retail shopping or office area which is located on a site other than the one on which the sign is located. A sign structure consists of multiple keyboard or identification sign panels which is permanently affixed to the ground and sited in compliance with this Section.
- C. Applicability.** A Master Off-Site Directional Sign Program shall require ARB and Planning Commission review for the following:
1. **Major residential subdivisions and multi-family residential developments.** Residential subdivisions and multi-family residential developments consisting of 100 or more dwelling units.
  2. **Major commercial retail and/or office centers.** Commercial retail and or office centers consisting of 200,000 gross square feet or more of leasable tenant space. However, commercial retail and/or office centers with less than 200,000 gross square feet of leasable tenant space shall also be eligible for a Master Off-Site Directional Sign Program, but only when all of the following findings can first be made:
    - a. Aggregation of the subject commercial retail and/or office centers with adjacent commercial retail and /or office centers to achieve the minimum required 200,000 square feet is not physically possible due to the surrounding development patterns and/or land use classification(s);
    - b. The subject commercial retail and /or office center is located more than one-quarter mile from a community-serving or neighborhood-serving commercial retail shopping center within the San Ramon City limits;
    - c. The subject commercial retail and/or office center consists of no less than 95,000 gross square feet of leasable tenant space; and

- d. The identity of the commercial retail and/or office center does not interfere with the identity of surrounding commercial retail and office centers.

**D. Design standards.**

1. The approved sign structure(s) shall be constructed and painted in a consistent color scheme.
2. Each sign structure, including the top of the logo, shall not exceed a height of 12 feet when measured from the top of the sign to the ground directly below it.
3. The ground within a three-foot radius of the sign structure shall be landscaped or paved, and maintained in a manner that prevents weed growth under the sign structure.
4. Individual keyboard for seven signs on the approved sign structures shall be no greater than 12 inches high by 48 inches long in size and feature a uniform background color. No more than seven signs with a maximum of six-inch high letters shall be located on each sign structure and the lowest sign shall be a minimum of two feet above grade.
5. Individual keyboard signs shall be allowed various compatible colors on a uniform background and shall be consistent with the marketing colors used to advertise or identify the subdivision, multi-family residential development, and/or commercial retail and/or office center.
6. A directional arrow measuring five inches high by 12 inches long shall be shown on each individual sign, and shall be located on the side of the sign closest to the street right-of-way.
7. Each sign structure shall be designed to include the City of San Ramon's logo at the top of the sign structure, or as recommended by the ARB and approved by the Commission.
8. As determined by the Director, requests for modification(s) to the design of the off-site directional sign(s) following review by the ARB and the review and approval of the Commission shall require subsequent review and approval by the same review authorities.

**E. Locations.**

1. The general locations of the off-site directional signs shall be indicated on a master off-site directional sign map approved as part of a Master Off-Site Directional Sign Program. The exact sign structure locations shall be determined by the ARB and the Commission so that the sign structures create an attractive streetscape.
2. The locations of the off-site directional signs shall be typically limited to the major arterial streets within the City (as defined by the General Plan) and shall be located no closer than one-quarter of a mile apart, unless an exception is necessary to properly identify a City or public facility. The precise location of these structures shall comply with the "driveway visibility" requirements in Section D3-37 (Driveways and Site Access).
3. Before installation of the off-site directional signs, all required permits shall be obtained from affected public jurisdictions by the management company, including any City-issued Encroachment Permits, in order to establish off-site directional sign structures within the public rights-of-way.

**F. Implementation.**

1. The City shall license a management company to administer, implement, install, and maintain the off-site directional signs. This provision does not preclude the City from acting as the management company.

2. Before the construction and installation of the approved off-site directional signs, the authorized management company shall obtain City approval of a leasing program which will include a sign keyboard rental price structure and the specific lease terms including on-going maintenance responsibilities.
3. It shall be the responsibility of the authorized management company to ensure that all sign structures under its control, as approved by the City, are well maintained and are not allowed to become unsightly and/or hazardous. Noncompliance will be reported to the respective management company for correction with 14 days and if the situation does not improve, the City shall have the right to perform corrective actions at the management company's expense, and may cancel the management company's license for good cause.
4. The City may require a refundable cash deposit in the amount to be determined by the City Engineer for each sign installation in order to ensure the removal or replacement of the off-site directional sign key blades for a residential subdivision within 14 days of the closing of the subdivision model home complex. If the sign has not been completely removed/replaced within the specified period, the City shall have the right to remove/replace the sign and deduct the costs from the cash deposit(s). Additional costs shall be charged to the developer or the management company.
5. Before the construction and installation of the approved off-site subdivision direction signs, the approved management company shall demonstrate to the satisfaction of the City that lease arrangements have been secured with development representatives to utilize keyboard or sign blades for advertisement purposes. The City may delay the installation of one or more signs if sufficient interest or lease(s) has not been secured by the management company.
6. Each approved sign structure shall require a City-issued Building Permit. The individual keyboard signs shall be subject to City administrative review and approval before placement on the individual sign structures to determine exact sign blade locations.
7. The written consent of the affected property owner(s) shall be provided to the City by the authorized management company before sign construction and installation.
8. Individual keyboard signs shall not be modified to identify different subdivisions/developments without first obtaining ARB approval from the City.
9. Individual keyboard signs shall be allowed on the approved sign structures until the model home complex for the subdivision has been closed.
10. The approved off-site directional sign structures shall be allowed for a maximum period of five years. After which, if additional time is required, the management company shall first apply for and receive an extension of the program from the City.
11. Off-site directional sign structures identifying developments located outside of the City limits are prohibited unless first authorized by the City, to provide direction to a regionally-serving cultural facility or other public facility.

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## D3-54 - Approvals Required

Non-exempt signs may be subject to ARB review and approval when required by the Zoning Administrator or the Commission in compliance with this Section. At the discretion of the Zoning Administrator, any non-exempt sign may be referred to the Commission.

- A. Zoning Administrator review and action required.** The Zoning Administrator shall review and take action on the following types of signs, unless otherwise required by this Chapter.
- 1. All free-standing signs.**
    - a. See Subsection D3-47 D. [Free-standing or monument signs], above.
    - b. Free-standing monument signs with less than 30 feet of separation from another free-standing monument sign.
    - c. Free-standing monument signs exceeding more than one sign for each site frontage.
  - 2. Freeway-oriented building-mounted signs.** (See Subsection D3-47 R. [Freeway-oriented signs], above)
  - 3. Master Sign Programs.** (See Section D3-52, above)
  - 4. Amendments to Master Sign Programs.**
  - 5. Miscellaneous signs.** (See Section D3-48 [Miscellaneous Signs], above)
  - 6. Public transit shelter signs.** Public transit shelter sign design, size, and location standards. (See Subsection D3-47 U. [Public transit shelter signs], above)
  - 7. Roof, wall, and window signs.** (See Subsections D3-47 A. [Wall signs], B. [Window signs], and C. [Roof signs], above)
  - 8. Temporary signs.** (See Subsections D3-47 F. [Temporary on-site residential real estate signs], G. [Temporary off-site residential real estate signs], H. [Temporary off-site subdivision directional signs], I. [Temporary on-site commercial real estate signs], L. [Temporary advertising/promotional signs], N. [Portable signs], O. [Temporary special event signs], and P. [Temporary business identification signs], above)
  - 9. Theatre and cinema signs.** (See Subsection D3-47 T. [Theatre or cinema signs], above)
- B. Planning Commission review and action required.** The Planning Commission shall review and take action on the following types of signs, unless otherwise required by this Chapter.
1. Off-site signs. (See Subsection D3-47 E. [Off-site signs], above)
  2. Off-site directional signs (Master Off-Site Directional Sign Program). (See Section D3-53, above)
  3. Wall signs exceeding a sign area of 0.75 square feet for each one linear foot of wall length. (See Subsection D3-47 A. [Wall signs], above)
  4. Wall/window signs higher than the allowed structure height. (See Subsection D3-47 A. [Wall signs], above)

5. **Freeway-oriented business park identification signs.** (See Subsection D3-47 S. [Freeway-oriented business park identification signs], above)

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### D3-55 - Required Findings

- A. Master Sign Programs.** In approving a Master Sign Program, the Zoning Administrator shall make the required finding identified in Section D3-52, above.
- B. Public transit shelter signs.** In approving a public transit shelter sign, the Zoning Administrator shall make the required finding identified in Subsection D3-47 U. [Public transit shelter signs], above.
- C. Sign Permits.** In approving a Sign Permit, the Zoning Administrator shall make the required findings that the application is in general compliance with the criteria identified in Section D3-43 (Criteria and Guidelines).

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### D3-56 - Sign Permit Required

No sign regulated by this Chapter shall be erected or displayed unless a Sign Permit is first approved by the Zoning Administrator, unless otherwise required by this Chapter. Exempt signs shall not require a Sign Permit.

- A. Signs not in compliance with this Chapter.** All legally erected/installed signs not in compliance with this Chapter, existing on the date of adoption of this Zoning Ordinance, are allowed to remain in use until there is a request to change the sign or an application for a new Sign Permit is submitted for any sign related to the subject business or development. Sign Permits for new signs may be conditioned upon removal of an existing sign(s) made nonconforming by this Chapter. Any other signs not otherwise legal shall be removed.
- B. Alteration or change to an existing sign face.**
1. Any alteration to or change of an existing sign face shall be subject to the applicable provisions of this Chapter.
  2. The owner, or assigned agent, shall obtain a Sign Permit before making the alterations or changes to an existing sign face.
  3. No Sign Permit is required for repainting a sign the same color(s), cleaning, or other normal maintenance or repair of a sign, as long as the sign is not structurally modified in any manner.
- C. Signs granted an exception by the City.** Any sign in existence on the date of adoption of this Zoning Ordinance which has been granted an exception by the City, may undergo a change to the sign face; provided, the factors justifying the original exception still apply.

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### D3-57 - Owner's Consent Required

No sign shall be placed on a property without the written consent of the property owner.

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### D3-58 - Sign Permit Applications

A Sign Permit application form shall be filed with the Department. The application shall contain the name, address, and telephone number of the applicant, signature or letter of authorization from the property owner, and the location of the structure or property on which the proposed sign(s) is to be placed. Sign plans shall be drawn to scale and shall be clear and legible and consistent with professional standards. The sign application shall include the following:

- A. **Architectural details, site plan information and elevations.** Architectural details, site plan information, and elevations of the structure in context to the project architecture. The site plan shall show the location of all sign(s) existing, proposed, and to be removed.
- B. **Other information required by the Zoning Administrator.** The application shall include other information, attachment details or exhibits, colors, and material samples as the Zoning Administrator may require.
- C. **Application fee.** The application shall be accompanied by an application fee in compliance with the City's Fee Schedule.
- D. **Consistency with Master Sign Program materials.** Consistency with the Master Sign Program required application materials. (See Section D3-52, above)

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### D3-59 - Building Permit Required

All signs shall require a Building Permit, except for those signs identified in Section D3-45 (Exempt Signs - Signs Not Requiring a Sign Permit) as determined by the Chief Building Official, above.

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### D3-60 - Required Inventory of Illegal or Abandoned Signs

- A. **Inventory required.** In compliance with State Law, the Zoning Administrator shall compile an inventory of all illegal or abandoned signs within the City.
- B. **Identify location of each illegal or abandoned sign.** The inventory shall specifically identify the location of each illegal or abandoned sign by lot and block number and by street address, the sign's legal owner or leaseholder, and the specific standards that are violated or the approximate date of abandonment, as the case may be.
- C. **Establishment of an initial date for amortization.** This inventory shall be used to establish an initial date for amortization of nonconforming signs under the provisions of this Chapter.
- D. **Inventory to be updated twice annually.** The inventory shall be updated at least twice annually to include additional illegal signs resulting from Zoning Map amendments and additional abandoned signs, as needed.

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### D3-61 – Reserved

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### D3-62 – Reserved

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### D3-63 – Reserved

## Chapter V – Portable Outdoor Storage Units

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### Sections:

- D3-64 - Purpose of Chapter
- D3-65 - Definitions
- D3-66 - Number, Size, Duration, and Location
- D3-67 - Signage
- D3-68 - Maintenance and Prohibition of Hazardous Materials
- D3-69 - Reserved
- D3-70 - Reserved
- D3-71 - Permits
- D3-72 - Reserved
- D3-73 - Reserved

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### D3-64 - Purpose of Chapter

#### A. Purpose of Chapter.

This Chapter provides standards and regulation for the use of portable outdoor storage units on residential and non-residential properties.

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### D3-65 - Definitions

**Portable outdoor storage unit.** Any container designed for the transportation and/or storage which is typically rented to owners or occupants of property for their temporary use and which is delivered and removed by truck.

**Volume.** A volume of portable outdoor storage unit is calculated with exterior measurements of each unit.

**Total Volume.** A total volume is the sum of volumes of multiple portable outdoor storage units to be kept on a site under a single temporary use permit.

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### D3-66 – Number, Size, Duration, and Location

#### A. Residential Properties.

There shall be no more than a total volume of 1,050 cubic feet of outdoor storage units, which shall be no more than eight (8) feet in width and eight (8) feet six (6) inches in height, per site. No portable outdoor storage units shall remain at a site in excess of 30 consecutive days in a 12-month period. The Zoning Administrator may authorize the use of portable outdoor storage units up to 90 consecutive days as long as a building permit has been obtained and construction diligently commenced or upon the findings that an unusual circumstance exist as determined by the Zoning Administrator. A portable outdoor storage unit shall be placed in a driveway, on a paved surface, or in the rear yard if alley access exists at the rear of the site, with a minimum setback of 1 foot from the front property line and 3 feet from the side and rear property lines.

**B. Non-Residential Properties.**

The allowed number and sizes of portable outdoor storage units shall be determined by the Zoning Administrator. No portable outdoor storage unit shall be placed at any site in excess of fifteen (15) consecutive days, and in excess of thirty (30) days in a 12-month period. Portable outdoor storage units shall be placed only in the rear or side portion of a site. Under no circumstances shall a portable outdoor storage unit be placed in an area fronting a street or road, or in the front parking lot of a commercial establishment. The placement of portable storage units in fire lanes, passenger loading zones, or commercial loading zones shall be strictly prohibited unless approved by the Zoning Administrator.

Any portable outdoor storage unit(s) to be placed at any site in excess of fifteen (15) consecutive days, and/or in excess of thirty (30) days in a 12-month period shall be subject to the provision of Section D6-28 Minor Use Permit.

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**D3-67 – Signage**

A portable outdoor storage unit shall have no signage other than the name, address, and telephone number of the person or firm engaged in the business of renting or otherwise placing the portable outdoor storage unit.

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**D3-68 – Maintenance and Prohibition of Hazardous Materials**

The owner and operator of any site on which a portable outdoor storage unit is placed shall be responsible to ensure that the portable outdoor storage unit is in good condition, free from evidence of deterioration, weathering, discoloration, rust, ripping, tearing or other holes or breaks. When not in use, the portable outdoor storage unit shall be kept locked. The owner and operator of any site on which a portable outdoor storage unit is placed shall also be responsible that no hazardous substances, as defined in Section D3-5 of this Code, are stored or kept within the portable outdoor storage unit.

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**D3-69 – Reserved**

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**D3-70 – Reserved**

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**D3-71 – Permits**

It shall be unlawful for any person to place, or permit the placement of, one or more portable outdoor storage unit(s) on property which he or she owns, rents, occupies, or controls without first having obtained a temporary use permit. Application for a temporary use permit shall be made to the Zoning Administrator in accordance with Section D6-16 and Section D6-27 of this Code. The issuance of a permit shall allow the applicant to place portable outdoor storage units on the property in conformance with the requirements of this chapter. The permit shall be posted in plain view at the site.

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**D3-72 – Reserved**

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**D3-73 – Reserved**