

CITY OF PETALUMA



SITE PLAN AND ARCHITECTURAL REVIEW PROCEDURES AND GUIDELINES

Revised September 07'
<http://cityofpetaluma.net/cdd/plan-sparc.html>

CITY OF PETALUMA

GENERAL INFORMATION FOR DESIGN REVIEW

I. Purpose of Site Plan and Architectural Approval

The purpose of the site plan and architectural review process is to secure compliance with the Zoning Ordinance and to promote the orderly and harmonious development of the City of Petaluma (Section 26-401).

II. Site Plan and Architectural Review Committee

The Site Plan and Architectural Review Committee (SPARC) is a five member committee authorized by the Petaluma City Council to review site plans and architectural drawings. The Committee includes one Planning Commission representative and four other members appointed by the Council. Projects located in historic districts or involving City landmarks are reviewed by the Historic and Cultural Preservation Committee (Historic SPARC). Historic SPARC includes SPARC and two additional members appointed by Council (one member from Heritage Homes and one member from the Petaluma Historical Library and Museum).

III. Projects Subject to Review

No city permit or license shall be issued for any of the following until site plan and architectural approval has been obtained (Zoning Ordinance 26-401):

- A. Public buildings and grounds; public and private schools, colleges, libraries, art galleries and museums; public and private hospitals and other institutions; churches and other places of public assembly; motels and hotels; office buildings; all commercial and industrial uses; mobile home parks; parking lots; public utilities structures and installation, except poles and towers carrying overhead lines; more than one dwelling unit per lot (dwelling group); and subdivisions with five or more single family dwellings.

The Director may grant administrative site plan and architectural approval for:

- i. Non-production residential units in approved subdivisions of five or more lots. For purposes of this section, the term “non-production residential units” shall mean houses not substantially similar to other houses within view of one another as determined by the Director,
 - ii. All residential developments of less than five units
 - iii. All minor additions or modifications to industrial, commercial or office buildings; or may refer said development proposals to the Committee.
- B. Site or structure located within a designated historic district. As determined by the Director, alterations to sites or structures located in a designated historic district that are of a minor nature may be subject to administrative review and approval.

IV. General Standards for Review

The appropriate reviewing body reviews the exhibits, together with the reports of the Community Development Department, and based on these documents, evidence submitted, and the considerations set forth below, may approve the project as applied for, approve the project with modifications, continue the proposal for requested changes/modifications, or disapprove the project. In taking action, the reviewing body shall consider the following (Section 26-406):

- A. Controls should be exercised to achieve a satisfactory quality of design in the individual building and its site, appropriateness of the building to its intended use and the harmony of the development with its surroundings. Satisfactory design quality and harmony will involve among other things:
 - i. The appropriate use of quality materials and harmony and proportion of the overall design.
 - ii. The architectural style which should be appropriate for the project in question, and compatible with the overall character of the neighborhood.
 - iii. The siting of the structure on the property as compared to the siting of other structures in the immediate neighborhood including existing topography/grading, existing trees and topography/grading on adjacent properties.
 - iv. The size, location, design, color, number, lighting, and materials of appropriate signs and outdoor advertising structures.
 - v. The bulk, height and color of the proposed structure as compared to the bulk, height and color of other structures in the immediate neighborhood, and other determining factors/parameters such as zoning ordinance requirements, historic district guidelines, and/or specific plans, etc.
- B. Landscaping to approve City standards shall be required on the site and shall be in keeping with the character or design of the site. Existing trees shall be preserved wherever possible, and shall not be removed unless approved by the Committee.
- C. Ingress, egress, internal traffic circulation, off-street parking facilities and pedestrian ways shall be so designed as to promote safety and convenience, and shall conform to approved city standards.
- D. It is recognized that good design character may require participation by a recognized professional designer, such as an architect, landscape architect or other practicing urban designer. The Committee or planning staff shall have the authority

to require that an applicant hire such a professional, when deemed necessary to achieve quality design.

SPARC encourages that if Public Art is proposed, that the art is to be part of the project proposal and not an afterthought (Public Art Ordinance, Ordinance No.2202 N.C.S.).

V. The City of Petaluma's Green Building Program

Petaluma Build It Green is a voluntary, points-based program designed to stimulate and support green building in Petaluma. The program is designed around the Build It Green™ Guidelines which offer suggestions for conserving natural resources, using water and energy wisely, improving indoor air quality, and planning for livable and vibrant communities. Building with these measures helps to create healthy, durable homes that reduce environmental impacts and cost less to operate and maintain.

Green building measures that are incorporated into a building project can earn "Green Points." These Green Points are calculated and documented by independent, third-party Green Points Raters, who submit an application for Green Points Rating to the Petaluma Build It Green program (at the City's Permit Counter), on behalf of the building owner/developer.

Buildings that achieve at least 50 Green Points (with a minimum number of Green Points earned in various categories), will be eligible to become GreenPoint Rated, earning a Petaluma Build It Green Certificate, and reference in the City's web pages. For more information on the City's Green Building program go to:

- Cityofpetaluma.net
- Petalumabuilditgreen.net or
- Contact the Community Development Department at (707)-778-4301

VI. Procedures for Site Plan and Architectural Review

A. Recommended Preliminary Staff Discussion

It is recommended that the applicant discuss the prospective project with the city planning staff prior to the preparation of plans. Copies of local zoning codes, design standards, and submittal requirements can be obtained at this time.

B. Preliminary SPARC Review

A preliminary SPARC review for any potential project is highly recommended on a voluntary basis and is highly recommended for large complex projects. Applicants are encouraged to provide nearby properties a courtesy notice of the proposed project. The Committee will provide comments on the proposed site plan, architecture, landscaping and lighting of the project. The purpose of a preliminary review is for the Committee to be able to provide comments and/or suggestions to the applicant to improve their project prior to a formal review by the Committee, Commission and/or Council. A preliminary review is a discussion with the Committee and the applicant.

No decision or vote is undertaken by the Committee for a preliminary review agenda item. A preliminary review agenda item is not publicly noticed. The Committee is not provided any staff analysis/input or any environmental review documents.

C. Formal SPARC Submittal Requirements

- Completed Development Permit Application form (which can be accessed on-line at the City's website or in the Community Development Department),
- Filing fee (check with the planning staff to determine the correct fees)
- Full Size design plans. Typically a minimum of eight (8) sets are required. The total number of plan sets required is at the discretion of Community Development Department staff, contact planning staff for exact number of sets. NOTE: Contact planning staff regarding the use of electronic copies of plans and reports.
- 11" x 17" Reduced Design Plans, one set (1),
- For more detailed submittal and plan set requirements see the Development Permit Application Submittal Requirements and attached SPARC Plan Submittal Requirements.

D. Environmental Review

Environmental review of the project is potentially required as part of the review of the project pursuant to the requirements of the California Environmental Quality Act (CEQA).

E. Public Notice

Once the application has been deemed complete, the applicant and all property owners and occupants within 500 feet of the subject property will be notified of the hearing date a minimum of 10 days prior to the hearing. Applicants must comply with all other policies regarding noticing i.e., story poles as adopted by the Planning Commission and Site Plan and Architectural Review Committee.

F. SPARC Hearing

On the date of the hearing, the Committee shall consider the staff report and any additional staff comment and allow the applicant or any other public comment to present any evidence which the committee deems to be relevant to the application. The Committee shall approve, disapprove, or can continue the proposal for requested changes/modifications, or approve the subject project with conditions.

The Committee meets on the 2nd and 4th Thursday of the month in the City Council Chambers.

G. Notification of SPARC Action

Following SPARC action on a project, a letter of approval, conditional approval or denial will be mailed to the applicant. This letter should be drafted within 5 working days of the SPARC meeting.

H. Appeal Procedure (Section 26-408)

- i. Any Site Plan and Architectural Review decision of the Director may be appealed to the Committee within fourteen (14) calendar days of the decision.
- ii. Any decision of the Committee may be appealed to the City Council, whose decision shall be final, within fourteen (14) calendar days of the decision.
- iii. An appeal shall be filed in writing with the City Clerk. If no appeal is made within the time limits, the decision shall be final. The appeal shall set forth in writing and include the grounds for the appeal and the relief sought by the appellant. In the case of an appeal to the Committee, the City Clerk shall transmit the appeal to the Director who shall establish a hearing date and shall notify in writing all persons who have demonstrated their interest in the matter of the time and place of the hearing at least ten (10) calendar days prior to the hearing.

VII. Outstanding Project Certificates/Committee Business

The Committee may award applicants for outstanding projects. After project completion, committee members may nominate outstanding projects for a Certificate of Excellence. Certificates are in the following categories or groups of categories:

- Architectural Design
- Landscape Design
- Historic Restoration

CITY OF PETALUMA
SITE PLAN AND ARCHITECTURAL REVIEW
PLAN SUBMITTAL REQUIREMENTS

Application Requirements

- Development Permit Application One (1) Copy
- Cost Based Fee System Form if applicable
- Fees
- Full Size plans folded (8 copies minimum)
- The SPARC Committee encourages ½ size plans to be submitted for SPARC members only prior to a public hearing to be included as part of the packet rather than full sized plans.
- 11” x 17” Reduced Plans (1 copy)
- Preliminary Environmental Assessment (E.I.Q.-Environmental Impact Questionnaire) as applicable.

Plans containing the following information shall be submitted for all projects requiring Architectural and Site Design Review

Site Design Plan

- Vicinity Map indicating the site and surrounding streets.
Scale 1”=200’
- Minimum Scale: 1” = 20’ (if necessary, break-up plans for large projects, and submit a master plan at a lesser scale).
- North Arrow.
- Property lines and dimensions.
- Easements.
- Distances between buildings and property lines.

- Proposed, existing and surrounding uses (aerial context map).
- Square footage of existing and proposed buildings, and their percentages of gross lot coverage.
- Existing structures, existing mature trees and landscaping, paving, drainage courses, and other pertinent man-made and natural features where applicable.
- An existing site conditions drawing. Said plan shall identify existing structures and trees/landscaping to be removed.
- Proposed and existing grading contours.
- Outline of proposed structure including walls, doors, and windows, scale determine by staff.
- Context plans that show the proposed and existing public streets, curbs, and sidewalks. Existing driveways not proposed for future use.
- Contextual site plan and contextual elevations drawings.
- Proposed location of off-street driveways, bike racks and other pertinent bike plan requirements, parking spaces and loading areas with dimensions; curbing; car-stops; direction of traffic flow; provisions for access by the elderly and physically disabled, etc.
- Site sections, including the relationship to adjacent properties and structures.
- Proposed landscape area and pedestrian walks.
- Location of retaining walls, including the wall finish, proposed fences, free-standing signs, electrical transformer boxes, trash enclosures, etc., and appropriate screening.
- Designation of private and common facilities and open space within developments.
- If appropriate an arborist report for trees that may be impacted by construction.
- Any other items deemed appropriate for review by the Community Development Department.

Architectural Design Plan

- Recommended Minimum Scale: 1" = 10'
- All exterior building elevations.
- Colors and materials board.
- Sections drawings of the building (The SPARC Committee prefers 2 sections through the building. This can also be done in conjunction with site sections if drawn at the appropriate scale).
- Exterior building elevations with materials identified.
- Streetscape elevation if applicable.
- Exterior lighting illustrating lighting locations and details as to the type of fixture. A photometric plan may be required.
- All visible accessory fixtures (i.e., gas, meters, mechanical equipment, air conditioners, etc.), including roof mounted equipment, and the proposed method of screening.
- Roof plans.
- Type of construction and occupancy type and finished floor elevations.

Landscape Design Plan

- Minimum Scale: 1" = 20' (Plans for large projects landscape projects may be broken up into sections. These sections must match the architectural site plans and details such as windows and doors).
- Outline of the site, building, streets, sidewalks, driveways, parking areas, on-site curbing, storage areas, etc., to be retained and constructed; and proposed grading contours.
- Location, caliper size and drip-line, size, and species of on site and immediately adjacent existing trees and large shrubs.
- Indicate all trees to be removed, to be substantiated by an arborist report (if applicable).
- Precise location or pattern and spacing of all proposed landscape materials.

- Schedule of planting in table form showing plant sizes, ground cover spacing, and botanical and common names.
- Design and location of all outdoor lighting, fencing, screening, retaining walls, electrical transformers, trash enclosures, street furniture, etc.
- Exterior landscape lighting and details as to the type of fixture. A Photometric Plan may be required.
- Irrigation plans. At a minimum a written description of proposed irrigation shall be provided.
- The project proposal shall be in conformance with the City of Petaluma Landscape Water Efficiency Standards.

MINIMUM PARKING LOT DIMENSIONS

| <u>Angle of Parking Space</u> | <u>Width of Space</u> | <u>Length of Space</u> | <u>Width of Angled Space</u> | <u>Length of Angled Space</u> | <u>Minimum Back-up Length</u> |
|---|-----------------------|------------------------|------------------------------|-------------------------------|-------------------------------|
| STANDARD CARS | A | B | C | D | E |
| Parallel Parking | 9' | 22' | | | |
| 30 Degree Angle Parking | 9' | 19' | 18' | 17.3' | 11.5' |
| | 9.5' | 19' | 19' | 17.7' | 11.5' |
| | 10' | 19' | 20' | 18.2' | 11.5' |
| 45 Degree Angle Parking | 9' | 19' | 12.7' | 19.8' | 13' |
| | 9.5' | 19' | 13.4' | 20.2' | 13' |
| | 10' | 19' | 14.1' | 20.5' | 13' |
| 60 Degree Angle Parking | 9' | 19' | 10.4' | 20.9' | 17.5' |
| | 9.5' | 19' | 11' | 21.2' | 17.5' |
| | 10' | 19' | 11.5' | 21.4' | 17.5' |
| 90 Degree Angle Parking | 9' | 19' | 9' | 19' | 26' |
| | 9.5' | 19' | 9.5' | 19' | 24' |
| | 10' | 19' | 10' | 19' | 23' |
| | | | | | |
| COMPACT CARS | A | B | C | D | E |
| Parallel Parking | 8' | 20' | | | |
| 30 Degree Angle Parking | 8' | 16' | 15.9' | 14.1' | 12' |
| 45 Degree Angle Parking | 8' | 16' | 11.2' | 16.9' | 12' |
| 60 Degree Angle Parking | 8' | 16' | 9.2' | 18.4' | 14' |
| 90 Degree Angle Parking | 8' | 16' | 8' | 16' | 22' |
| Uninstall 60 Degree | 8.5' | 18' | 8.5' | 18' | 26' |
| <i>*SMART Code-Central Petaluma Specific Plan</i> | | | | | |
| Uninstall 90 Degree | 8.5' | 18' | 8.5' | 18' | 26' |
| <i>*SMART Code-Central Petaluma Specific Plan</i> | | | | | |

* See graphic on following page

NOTE: For properties within the Central Petaluma Specific Plan refer to the Specific Plan for dimensions of parking spaces and driveways.

MINIMUM PARKING LOT DIMENSIONS

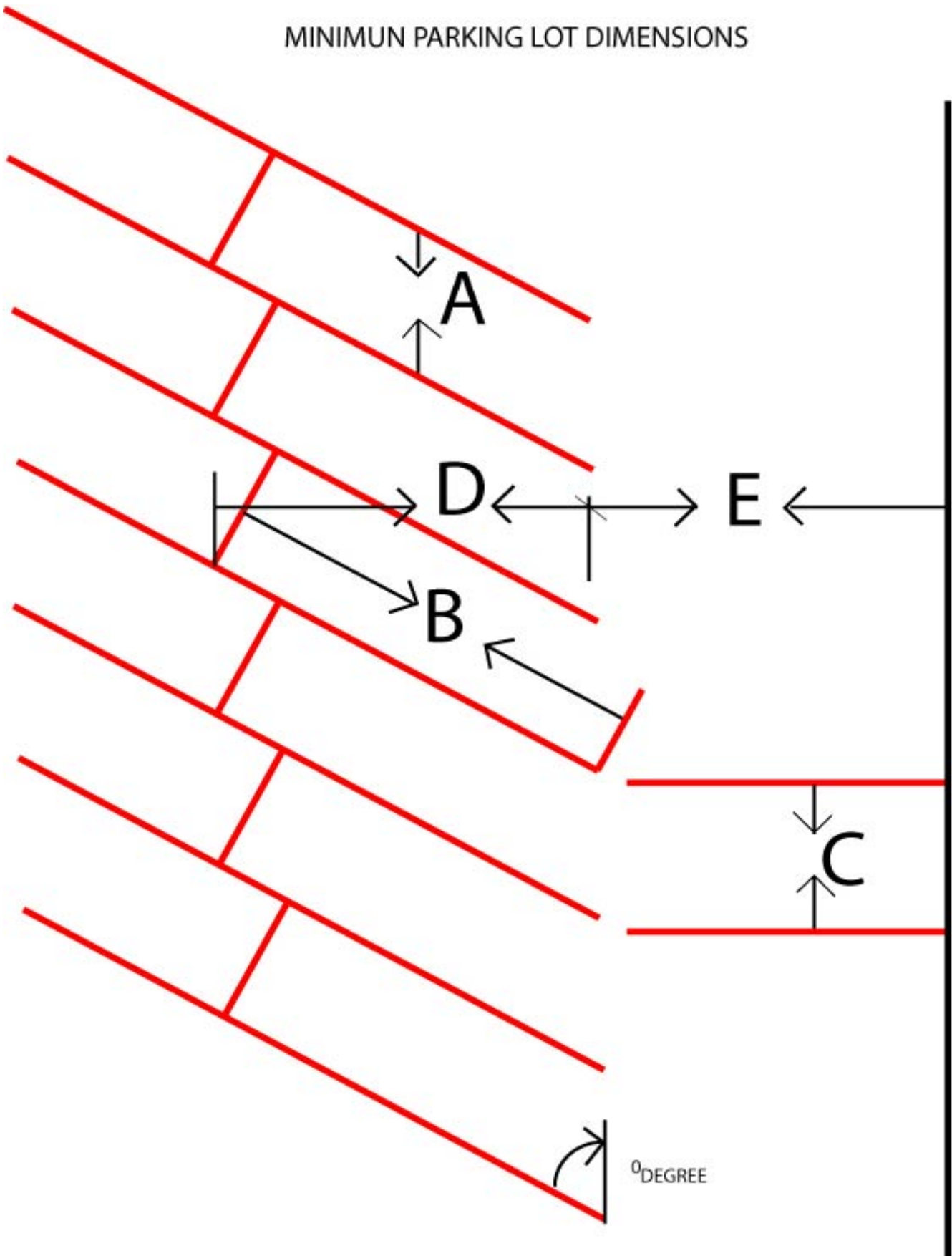


FIGURE 1. TYPICAL CURB SECTION

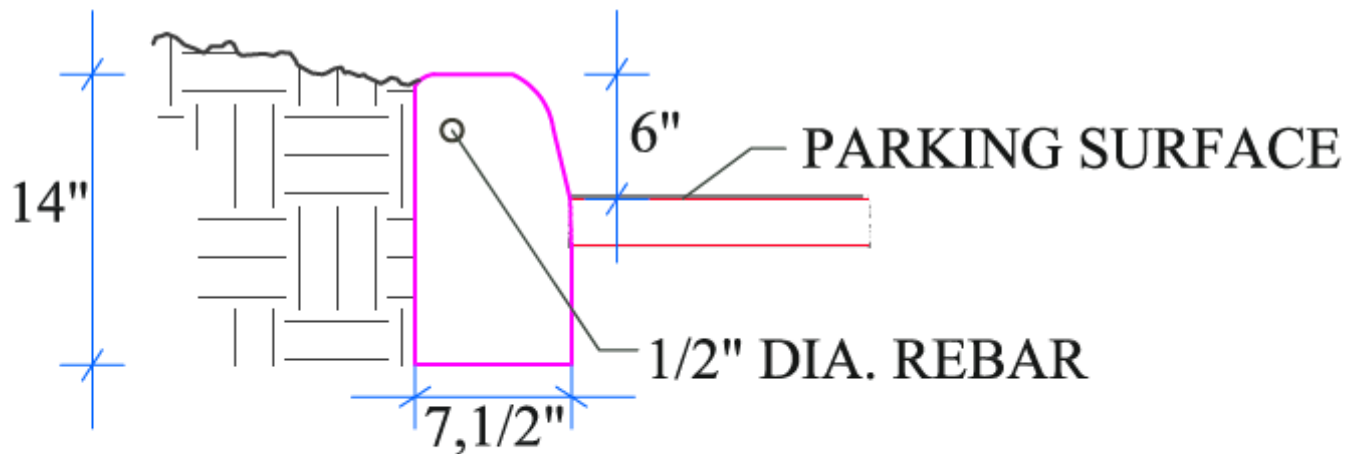


FIGURE 2 VEHICULAR OVERHANG

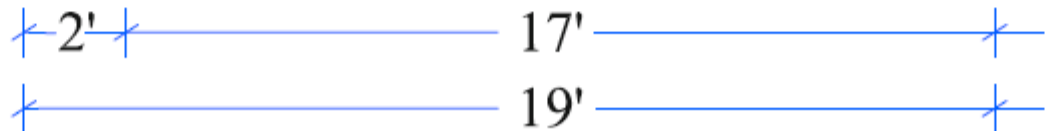
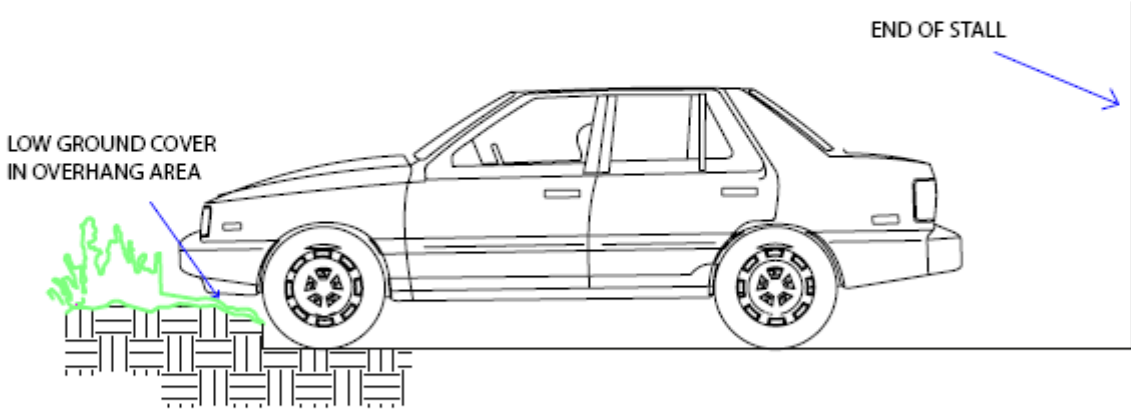
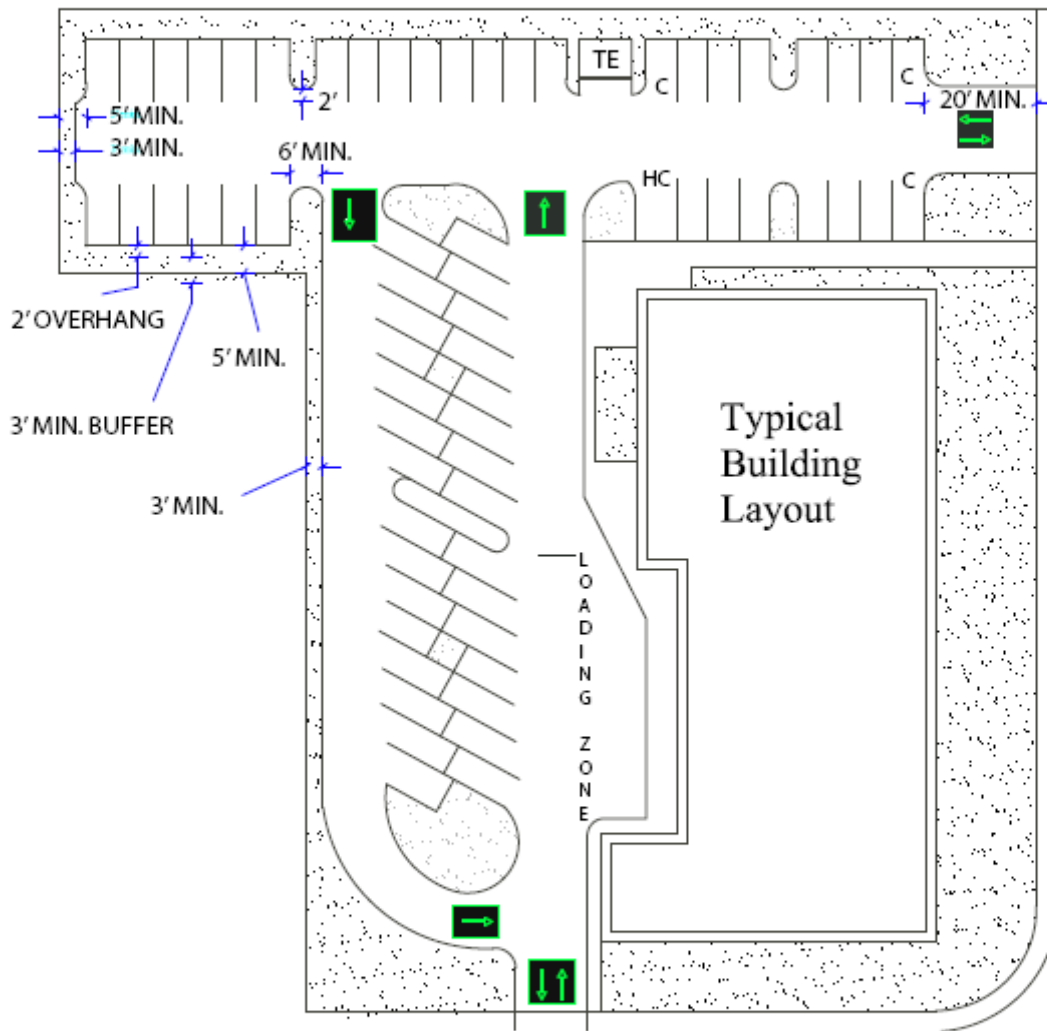






FIGURE 3. TYPICAL PARKING LAYOUT



-  LANDSCAPED AREAS
-  COMPACT SPACE
-  TRASH ENCLOSURE
-  HANDICAPPED SPACE

PARKING STANDARDS

The following standards were derived to guide the design of parking lots constructed in the City of Petaluma. Additional standards pertaining to parking and loading are contained in the City Zoning Ordinance, Article 20 and the SMART Code of the Central Petaluma Specific Plan.

1. Number of Parking Spaces
 - A. The minimum number of parking spaces required for each use is specified in Section 20-300 of the Zoning Ordinance and the SMART Code for the Central Petaluma Specific Plan.
 - B. Up to thirty (30) percent of the minimum required parking spaces may be reduced in size to accommodate compact cars, except when unistall spaces are the standard.
 - C. The required number of safe and conveniently accessible parking spaces shall be provided for the physically disabled in accordance with the applicable Building Code. Locations near building entrances are required by the applicable Building Code. Parking spaces abutting landscape islands are encouraged.
 - D. Parking spaces required in industrially zoned areas that exceed current employment needs may be reserved as landscaped area, subject to approval by the Director, or as requested by the SPARC Committee.

2. Dimensions of Parking Spaces and Driveways
 - A. Standard parking stalls shall measure a minimum of nine (9) feet wide by nineteen (19) feet long, except that end stalls shall measure a minimum of ten (10) feet wide.
 - B. Compact car stalls shall measure a minimum of eight (8) feet wide by sixteen (16) feet long, except that end stalls shall measure a minimum of twelve (9) feet wide by nineteen (16) feet long.
 - C. Parking stalls for disabled persons shall comply with the California Building Code.
 - D. Driveway curb cuts should be per City Standards or as determined by the City Engineer.
 - E. One-way drives shall measure at least ten (10) feet in width and two-way drives at least twenty (20) feet in width.
 - F. Covered parking spaces shall measure 10' wide by 20' deep; measurements shall be from interior wall to interior wall.

3. Design and Layout of Parking and Drives
 - A. Residential parking areas for more than four (4) cars and parking lots in all commercial and industrial zones must be designed to prevent the backing of vehicles onto any public street right-of-way.
 - B. Dead end ninety (90) degree angle parking should be provided with adequate turning room (See figure 3).
 - C. End row parking spaces shall be protected from the turning movements of other vehicles with landscape areas.
 - D. Parking lots shall not be permitted in required front yards or street side yards.
 - E. A minimum distance of twenty (20) feet shall be provided at driveway entrances between the fronting property lines and the first on-site parking spaces to provide adequate vehicular stacking space (See Figure 3).

- F. Whenever feasible, curb cuts serving adjacent uses should be combined to minimize the number of entrances onto a public right-of-way. The number of street access driveways should be minimized.
- G. Curb cuts on corner lots should be located at the farthest point away from the curb return as is feasible (See Figure3).
- H. When a long driveway having only single ingress is necessary within a development, provisions should be made for the maneuvering of emergency vehicles and the arrangement approved by the City staff prior to its incorporation into the plan.
- I. All driveways and parking lots shall be paved with a City approved surface. Alternative paving materials maybe used subject to SPARC. Use of pervious pavement is encouraged. Projects may be required to provide a minimum of 20% of pervious pavement.
- J. The front two (2) feet of parking stalls (overhang) may be improved with low growing ground cover instead of paving (See Figure 2).
- K. In large parking lots where storm water management is required SPARC strongly encourages innovative designs including bio-swales and other natural materials/plantings.

4. Landscape, Screening, and Lighting

- A. Landscaping of parking lots shall conform to the City Landscape Guidelines, including the City's Water Efficiency Ordinance.
- B. Residential parking areas for more than four (4) cars and parking lots in all commercial and industrial zones should be screened from the street right-of-way through the use of decorative walls, fences, and/or landscaping.
- C. Minimum five (5) feet wide landscape strips (not including vehicular overhangs) should be provided between paved parking surfaces and buildings, fences, and property lines wherever possible. Not more than eight (8) parking stalls should be located in a row without a six (6) foot wide minimum landscape divider strip, exclusive of concrete curbing, (see Figure 3). Alternatives will be considered by the Director or the Committee.
- D. Any lights provided to illuminate a parking facility shall be arranged so as to reflect the light away from adjacent properties and streets (downward lighting). Lighting standards shall not exceed twenty (20) feet in height and should be consistent with the architectural design of on-site buildings in terms of style, color and materials.
- E. Plant trees to encourage shading.

LANDSCAPE DESIGN STANDARDS

The following standards were derived to provide minimum design criteria for the installation of landscaping and irrigation systems in all commercial, industrial, residential and multi-family residential developments.

1. Plants should be of the type which are proven successful in Petaluma's climate and soils.
2. Only landscaping will be permitted in yard areas, with the exception of driveways, sidewalks or other improvements approved by the Site Plan and Architectural Review Committee.
3. All unusable areas in and around parking lots shall be landscaped where practical.
4. Landscaped areas shall be encouraged between asphalt areas and all building structures, fences and property lines. Hardscape may be used where pedestrian access is necessary as determined by the Site Plan and Architectural Review Committee.
5. Landscaping should be concentrated in highly visible locations where it will have the greatest visual impact. Specifically, areas around building entrances and site perimeters should be given extra consideration. Landscaping in parking lots should introduce bio-swale features into most areas not specifically required for driveways or parking spaces.
6. Attractive natural features of existing sites, including existing trees, shall be preserved whenever possible. Trees which must be removed should be documented by a certified arborist and an ASA value should be assigned. Such documentation should be reviewed and evaluated by the City Arborist. The mitigation shall be determined by the Director or the SPARC Committee (see Zoning Ordinance. Section 23-400).
7. Parcels located along all arterial roads or highway entrances to the City (such as Petaluma Blvd., Lakeville Street, Washington Street, East Washington Street and U.S. 101, etc.) shall be designed with greater than average quality landscaping to visually accommodate the high volume of passing motorists.
8. Electrical transformer boxes and garbage enclosures should be screened with attractive fencing or walls constructed of materials consistent with those used on the primary structure(s).
9. Loading areas, vehicles, parking lots, meters, outdoor storage, etc., should be adequately screened whenever possible.
10. The improvement and dedication of island landscape areas within the public right-of-way in newly developing areas should be encouraged.
11. Plant type should be adaptable to the size and location of the space it is to occupy.
12. Use of recycled landscape materials shall be encouraged.

13. Alternative materials may be substituted for ground cover plantings. Where wood chips are used as part of the landscaping material, it should not be used where it will cause increased public maintenance problems. Appropriate planting material may also be required in addition to ground cover.
14. Trees planted under power or telephone lines shall be of a species which will not conflict with the overhead lines.
15. Motorist and pedestrian views of long expansive building walls, fencing or paving should be visually broken up with intermittently spaced and large groupings of trees, and additional plantings maybe required.
16. The variety of landscape materials should be consistent with the building architecture and street tree master plan and with that found in the surrounding areas. For example, desert or tropical plants would contrast with the downtown iron front buildings.
17. The design and materials used for fencing, street furniture, outdoor lighting and paving should be consistent with the architectural style of the building and the neighborhood.
18. Where appropriate, the areas between street curbs and sidewalks should be improved with street trees, shrubs, ground cover, brick, cobblestone or other decorative materials and shall be maintained by the property owner.
19. Landscape material planted on dedicated City property shall be of a drought resistant, low maintenance variety. Native or adaptive drought resistant plants are also encouraged in all private developments.
20. Unless an extraordinary amount of trees are to be planted (i.e., campground), all trees shall have a trunk diameter of at least three-quarter (3/4) inch as measured one foot above the ground, (fifteen gallon minimum size container). All trees shall be double staked in accordance with approved City standards. Street trees shall conform to the City Street Tree Ordinance. For growing purposes, street trees should be planted in the ground instead of in confined pots or planters. Any tree not on the approved street tree list may be approved for such use if approved by the Public Works Director after review by the appropriate departments and commissions. Application for use of a tree type shown on the approved list must be made on a form provided by the Park and Recreation Department with the applicant to provide all necessary information for appropriate review.
21. All shrubs not used as ground cover shall be at least five (5) gallons in size.
22. Ground cover shall be spaced to allow for complete infill within one (1) year of the date of planting (for example, ivy hypericum, wild strawberry, etc., should be spaced on twelve-inch centers). Loose stones and gravel should not be placed adjacent to streets, driveways, parking spaces or sidewalks.

23. The City reserves the right to inspect and reject any landscape material not in accordance with the approved plan, or if diseased.
24. Approved irrigation systems should be provided for all landscaping areas in accordance with the City's Water Efficiency Standards.
25. All landscaping shall be maintained in healthy growing condition by the permit holder for a period of 90 days after receiving an occupancy permit.
26. All planting shall be maintained in good growing condition. Such maintenance shall include, where appropriate, pruning, mowing, weeding, cleaning, fertilizing, and regular watering. Whenever necessary, planting shall be replaced with other plant materials to insure continued compliance with applicable landscaping requirements (Section 23-301 Zoning Ordinance).
27. Adequate soil preparation in accordance with accepted landscape industry practices should be a requirement for all landscape areas. Particular attention should be given to slopes or berm areas with a 5% slope or greater to prevent the loss of plant materials or slope erosion during the watering cycle or wet weather. Refer to the City's Water Resources and Conservation Department for additional conservation techniques which include but are not limited to:
 - A. Use of jute or other biodegradable mesh to hold the plant material in place.
 - B. Use of hydro-mulch which provides slope stabilization and adequate nutrients until the plant material has established itself.
28. Landscaping shall not be located where it will block visibility and create traffic hazards or sight distance problems. (See Zoning Ordinance Section 23-304).
29. Landscaping should be used in conjunction with required fencing as buffer between land uses where possible.
30. Tree plantings should encourage summer shade on walls, windows, roofs, parking spaces and drives, and walks to help improve energy efficiency and reduce temperatures.
31. Each project shall provide at least one on-site tree for each 500 square feet of open space and at least one tree for each 4 off street uncovered parking stalls. Those trees required, due to the amount of open space, shall be planted in the remainder of the site. Open space, for this purpose has been determined to include all open space areas existing on-site, but excludes parking or drive aisles.
32. Maintenance necessary for various types of plants will be considered in determining the appropriateness of landscaping.
33. Plants which drop seed pods or fruit should not be located where such droppings would cause maintenance or safety problems.
34. Landscaping shall be used to screen parking areas where possible.

TRASH ENCLOSURE SCREEN DESIGN STANDARDS

The following standards were developed to guide the design of refuse collection facilities for commercial, industrial, and multi-family residential developments in the City of Petaluma. Additional regulations regarding the refuse collection facilities are contained in the City Zoning Ordinance, Sections 21-201, 22-303 and 22-309.

1. Number, Size and Type of Containers

- A. Multi-family residential developments with five or more dwelling units shall provide area for an equivalency of at least two 30-gallon refuse containers per unit or at least one 1.5 cubic yard bin for each five units. (EXCEPTION: Housing developments for elderly persons need to provide area for an equivalency of only one 30-gallon refuse container per unit.)
- B. Commercial and industrial developments shall provide refuse containers in a number and size so as to adequately contain the refuse generated by the development. Waste in excess of one 4-cubic yard container requires portable or stationary compactor service or additional bins.
- C. Hazardous or noxious wastes must be contained in a safe and sanitary manner, in accordance with applicable regulations.

2. Location of Containers

- A. Containers shall be consolidated to minimize the number of collection sites, and located so as to reasonably equalize the distance from the building spaces they serve.
- B. Containers and enclosures shall be located so as to allow ease of access for collection trucks and direct access to drive areas. Straight-in or circular drives are encouraged to reduce truck maneuvering problems. No parking or other obstructions shall be permitted in the access area for enclosures.
- C. Containers and enclosures shall be placed away from public view insofar as is practical.
- D. Containers and enclosures shall be situated so that they do not cause excessive nuisance or offense to occupants of nearby buildings.
- E. For large projects, designers of refuse collection facilities should consult with the sanitation company.

3. Construction Details

- A. All refuse containers shall be screened with a six-foot high (minimum) fence or wall which conceals containers from all sides and gate(s).
- B. Concrete pads of appropriate size and construction shall be provided for containers or groups of containers having a capacity of six 30-gallon cans or more. Aprons shall be provided for loading of bins with capacity of 1.5 cubic yards or more. Recommended construction specifications are shown in Appendix B, Figure 1. Adequate drainage shall be provided around the pad area.
- C. Water outlets (hose bibs) for fire safety and sanitation are required within 40 feet of enclosures for refuse containers of total capacity greater than five 30-gallon cans.
- D. For storage of recyclable materials, the enclosure area and pad size shall be increased to amply accommodate the extra materials and their containers.
- E. The tops of trash enclosures which are directly visible from the second floor of any on or off-site building shall be screened with a roof or overhead trellis.
- F. Screening and gates shall be of a durable construction; fences, walls, footings, slabs and curbs shall meet City Building Code requirements. Gates shall be constructed of heavy-gauge metal or of a heavy-gauge metal frame with covering of wood or other suitable material. Gates shall be secured with sturdy hinges or sliders, and latches. For enclosures of six cans or more and for bins, the screening shall be protected at its base by curbs (see Appendix B, Figure 1). If screening is to be situated directly adjacent to parking spaces or drives, it shall be protected by a concrete-curbed buffer strip (minimum 3 feet wide) of landscaping or pavement.
- G. The design of the screening shall be compatible with the architectural design of on-site buildings.

APPENDIX "A"

1. DIMENSIONS OF REFUSE CONTAINERS

| Standard 30-gallon can | 20½" Diameter x 27" High | | |
|------------------------|--------------------------|-------------|-------------|
| | <u>High</u> | <u>Deep</u> | <u>Wide</u> |
| 1.5 cubic yard bin | 43" | 36" | 80" |
| 2.0 cubic yard bin | 47" | 39" | 80" |
| 3.0 cubic yard bin | 58" | 48½" | 80" |
| 4.0 cubic yard bin | 64" | 53½" | 80" |

2. EQUIVALENCY TABLE

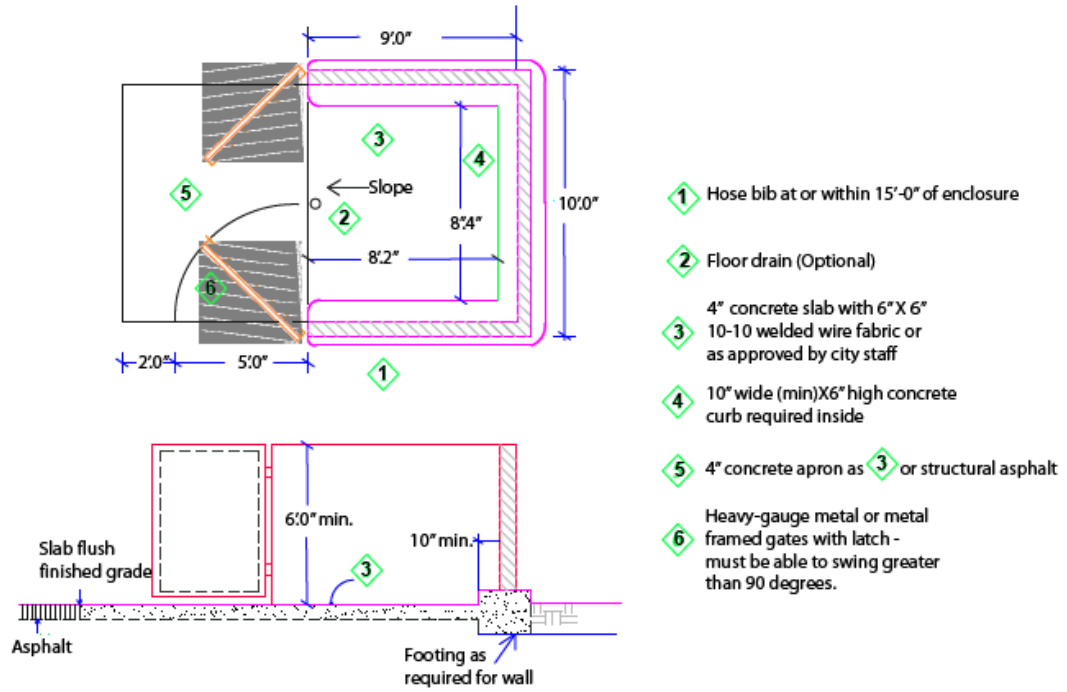
| | | |
|--------------------------|---|-------------------|
| 1.5 cubic yard container | = | 10 30-gallon cans |
| 2.0 cubic yard container | = | 14 30-gallon cans |
| 3.0 cubic yard container | = | 21 30-gallon cans |
| 4.0 cubic yard container | = | 28 30-gallon cans |

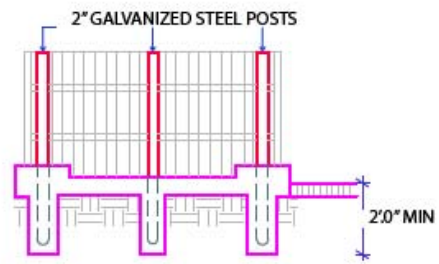
APPENDIX "B"

1. DIMENSIONS OF PADS (See Figure 1)

| <u>Container Size</u> | <u>Minimum Pad Size (Not Including Apron)</u> | | <u>Minimum Inside Dimension Of Curbed Pad Area</u> | |
|--------------------------|---|----------------|--|----------------|
| 1 to 5 30-gallon cans | Pad Not Required | | Curbing Not Required | |
| | <u>Width A</u> | <u>Depth B</u> | <u>Width C</u> | <u>Depth D</u> |
| 6 to 10 30-gallon cans | 10' - 0" | 9' - 0" | 8' - 4" | 8' - 2" |
| 1.5 to 4 cubic yard bins | 10' - 0" | 9' - 0" | 8' - 4" | 8' - 2" |

Figure 1: Typical Enclosure





ALL BLOCKS GROUTED SOLID NO. 4 VERTICAL REBAR
EVERY 32" ON CENTER AT EACH CORNER

