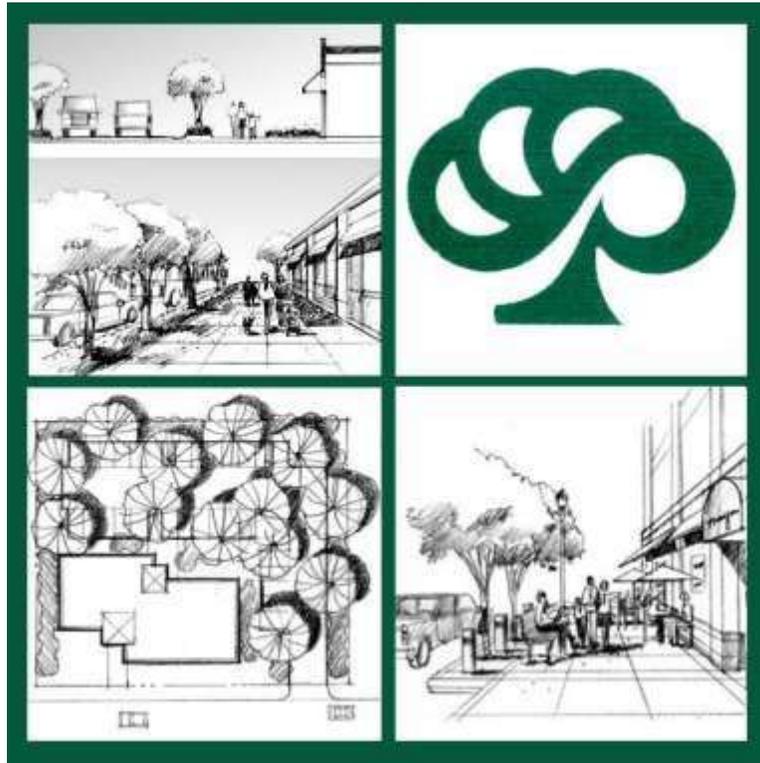


City of Pleasant Hill



City Wide Design Guidelines 2017

Non-Residential Guidelines

Adopted by City of Pleasant Hill City Council Resolution No. 68-17

Please note that these Guidelines must be used in conjunction with the
City of Pleasant Hill Zoning Ordinance and General Plan

TABLE OF CONTENTS

I. INTRODUCTION	4
A. <u>Purpose of City-Wide Design Guidelines</u>	4
B. <u>Design Principles and Considerations</u>	5
C. <u>How to Use the Design Guidelines</u>	5
D. <u>Frequently Asked Questions (FAQ)</u>	6
E. <u>Organization</u>	8
II. NON-RESIDENTIAL	9
A. <u>Commercial, Office, Light Industrial and Mixed Use</u>	10
1. Site Planning	10
2. Building Design	13
3. Environmental Sustainability	15
4. Parking	17
5. Circulation	18
6. Landscaping	20
7. Lighting	24
8. Service Facilities and Utilities	25
9. Outdoor Storage/Display	27
10. Public Improvements	27
11. Signage	28
B. <u>Drainage and Stormwater Requirements</u>	28
1. Drainage Design Guidelines	28
III. STREETSCAPE AND GATEWAYS	30
A. <u>Streetscape</u>	30
1. Scenic Corridor/Routes – As designated within the City of Pleasant Hill General Plan	31
2. Arterial Streets	31
3. Collector Streets	32
4. Local Streets	32
5. General Streetscape Guidelines	33
B. <u>Gateways</u>	33

IV. SIGN GUIDELINES	34
A. <u>Purpose</u>	35
B. <u>Intent</u>	35
C. <u>General Sign Guidelines</u>	35
D. <u>Types of Signs</u>	36
E. <u>Sign Content</u>	37
F. <u>Quality</u>	37
G. <u>Legibility</u>	37
H. <u>Proportions</u>	38
I. <u>Colors</u>	38
J. <u>Illumination</u>	38
K. <u>Construction</u>	39
L. <u>Monument Signs</u>	39
M. <u>Temporary Signs</u>	40
N. <u>Window Signs</u>	40
V. APPENDIX	41
A. <u>City of Pleasant Hill Resolution adopting the City Wide Design Guidelines</u>	42
VI. CREDITS	45

I. INTRODUCTION

The City of Pleasant Hill incorporated as a City in 1961. Its history goes further back than that, as it was farmland and orchards before residential and commercial uses started to spring up. Over the course of many years, the City has developed into many distinctive neighborhoods and areas, with different characteristics. In part, Design Guidelines help to ensure that these areas of the City maintain their character while allowing updates that will keep things current. Through the use of Design Guidelines, the City can help to ensure that future development will occur in ways that will enhance and contribute to the overall appearance of the City.

A. Purpose of City-Wide Design Guidelines

These Design Guidelines are intended to inspire thoughtful interpretation and response to design opportunities, while promoting and reinforcing the physical image of residential and commercial areas of the City of Pleasant Hill. The Design Guidelines are not intended to replace or establish new requirements for the Zoning Ordinance, for the General Plan, or public works standards, all of which contain requirements that must be adhered to when designing projects. However, the Guidelines are intended to encourage quality, well designed development throughout Pleasant Hill that enhances existing neighborhoods, creates identity, and improves the overall quality of life within the City. The Guidelines are intended to promote a desired level of future development in Pleasant Hill that:

1. Preserves the sense of a small-scale, small-town community and maintains the surrounding environment.
2. Contributes to a positive physical image and identity, and preserves the surrounding environment.
3. Provides design assistance to the development community, architects/designers, and property owners.
4. Promotes high-quality development that stimulates investment in and strengthening of the economic vitality of all areas of Pleasant Hill.
5. Facilitates the development of projects that establish a sense of place while complementing the character of traditional design established within the existing neighborhood and the City.
6. Implements the goals, objectives, and policies of the Pleasant Hill General Plan.
7. Maintains and enhances property values and pride of ownership.

The Non-Residential Guidelines are meant for use by property owners, developers, business owners, and architects in achieving a superior quality design of new construction and additions to existing buildings. The Guidelines do not seek to impose an overriding style, color, or theme. The goal of the Guidelines is to promote quality designs that have been carefully considered that have well integrated building features and architectural elements. These Guidelines complement required development standards per the City's Zoning Code. These Guidelines will be revised in the future as policy, technology, and techniques evolve.

B. Design Principles and Considerations

The following are the main design principles of the City Wide Design Guidelines. All of the individual design components provided in the document ultimately support the following principles:

1. Aesthetics – High quality design composition and details to enhance an existing site and surrounding neighborhood.
2. Scale – Relationship between the human experience and the built and natural environment.
3. Context – Design related to the surrounding environment.
4. Pattern – Composition of design and functional elements with the neighborhood.
5. Massing – Design of structures related to surrounding structures to provide optimal visual harmony.
6. Topography – Relationship of the structure to the existing site topography.
7. Circulation/Connectivity – Pedestrian, bicycle, auto, and other connections within neighborhoods and the City.
8. Climate – Design to respond to the local climate and seasonal changes, through the use of passive and active solutions towards energy conservation.
9. Water Conservation – Landscape and site planning to more efficiently use water and reduce runoff.
10. Sustainability – Short and long-term impacts to reduce maintenance/repair while extending the useful life.
11. Environmental Sensitivity – Incorporate design solutions and materials that will preserve natural resources.
12. Open Space – Incorporate development that maintains and creates open spaces.

C. How to Use the Design Guidelines

1. General

These Guidelines are intended to be used to generally influence the design of development/redevelopment of land uses throughout the City. The Guidelines are a policy document that guide development in Pleasant Hill. The Pleasant Hill General Plan defines the community vision and establishes a framework to guide decision-making about development, land use, resource management, public safety, public services, and general community well-being. Both the Pleasant Hill Zoning Code and City-Wide Design Guidelines are implementing tools of the General Plan and are applicable to new projects or improvements to existing projects (remodels and renovations). The Zoning Codes are the required development standards (i.e. minimum yard setbacks, maximum building heights, etc.), while the Design Guidelines are the City's policy and recommendations that help to guide the design of structures, landscape, etc., at the time that a property proposes building and site improvements.

These Guidelines should be used as a starting point for the creative design process and should not be looked upon as the only solution for design. Owners should strive to be creative and innovative, and should look beyond plain or disjointed architectural and landscape treatments.

While the Design Guidelines incorporate specific design recommendations, the designer should incorporate recommendations while keeping in mind the needs of their specific

project. Individual design recommendations should not be incorporated into proposals for the sole purpose of satisfying a guideline; the effect on the overall project design should also be considered..

2. Relationship to Design Review Process

The Design Guidelines are meant to be utilized prior to beginning the design review process. The Guidelines should be used during the initial design stage before plans are submitted to the City for design review for a project. Once submitted for review, the City Planning Staff will review the project and will work with the applicant to refine the project proposal by providing design input and recommendations that may be forwarded to the Architectural Review Commission (ARC). Incorporating components of the Design Guidelines does not guarantee an approved project; however, substantial compliance with all, or a majority of, the applicable design guidelines will increase the probability of project approval with few, or no, further revisions to the project.

During the design stage, the Guidelines should be used to encourage the highest level of design quality, while providing flexibility to foster creativity for projects in response to existing conditions. A study session can be requested before the City's ARC to receive preliminary feedback.

While projects should be designed to incorporate many of the design recommendations provided in the pages to follow, above all else, the City's design review process will always encourage any project that contains superior design solutions. The Design Guidelines are not meant to suppress creative, new and innovative design, but meant to support achieving good design.

Lastly, a successful project can also be impacted by the level, skill, and talent of the designer who creates the proposal and the craftsmen that construct the project. This means having plans prepared by a licensed professional, having a complete design application submitted to the City, and hiring a professional and competent construction team.

D. Frequently Asked Questions (FAQ)

The following are frequently asked questions that users may have when designing a project:

1. *What is the purpose of this document?*

The purpose of this document is to provide design guidance and direction to those proposing development applications to the City.

2. *When should I use these Guidelines?*

These Guidelines should be used for any project that incorporates physical changes to a property. This can range from the smallest building addition or landscape change to a shopping center. In addition, the Guidelines should be used during the early stages of the design process. More specifically, an applicant should review the design guidelines prior to preparing project plans for review by the City and discuss conceptual drawings with City staff prior to formal submittal.

3. *How is the best way to use these Guidelines for my project?*

Since the document is separated into different topics and sections, the first step is to identify what kind of project you are working on (e.g. commercial, office, mixed use, etc.)

and refer to the relevant section of the Design Guidelines document. In addition, while there are many recommendations in the document, it is not always beneficial or possible to incorporate all of them into your project. The preferred option would be to incorporate recommendations that relate and improve your project.

4. *Are these Guidelines required?*

The Design Guidelines reflect the policies of the General Plan. While no individual guideline is specifically required of any project, the Guidelines collectively are presented to assist the designer in creating a proposal that is consistent with the Zoning Code and the General Plan. In addition, since these Guidelines are endorsed by the City, it is expected that if the project incorporates design recommendations that improve the project, it will receive a higher level of support during the City design review process.

5. *Are these Guidelines relevant to my small project?*

Yes. There are design recommendations that can be incorporated into the smallest building addition, new fence or landscape change. For example, a small building addition could incorporate a design recommendation to include an awning or provide a complementary roof and material design that will match the remainder of the structure, or a landscape modification could include a deciduous tree that is planted on the south end of the home to help provide shade during the warm summer months, but allow sunlight to come through during the cooler winter months.

6. *This document contains a lot of information, where do I begin?*

The document is broken up into different sections. If you are a property or business owner, a good place to begin would be within the commercial, office, mixed use, and light industrial portion of the document. If there are specific issues that you are struggling with, there is a table of contents that will help direct you. For example, if you are looking at doing landscape changes, there are landscape Guidelines that would be the appropriate location to begin.

7. *Do I have to incorporate every design component mentioned?*

Design components that are relevant to your project should be considered. Not every design recommendation is applicable to every project.

8. *If I use the recommendations contained in the Design Guideline document, does this mean an automatic approval of my proposal?*

No, however, it will put your project in a better position to be approved by the City if the project incorporates design components that are recommended by the City.

9. *What are the benefits of using these Guidelines?*

The benefits include a potentially improved design, potential energy cost saving, or less long-term maintenance. In addition, using the recommendations contained in the Design Guidelines document could result in higher level of support from the City.

10. *Is there anything else that I need to know?*

Don't forget that there are Building Codes, outside agency requirements (such as the Fire District), City Engineering provisions, and Zoning Ordinances that must be followed. These Guidelines are meant for design purposes and to provide additional information that goes beyond the hard and fast requirements and regulations of the Building Code and Zoning Ordinance. Additional information on the Building Code is available through

the City's Building Division, City Engineering provisions through the City's Engineering Division, and information on the Zoning Ordinance is available through the Planning Division. Any permit submittal (i.e. Building Permit, Zoning Permit, etc.) will be routed to each of these three City Divisions and reviewed accordingly. Many applications will also be routed to relevant outside agencies for their comments. Alternatively, a potential applicant may contact any of these Divisions or any outside agency to discuss a conceptual plan, prior to a formal submittal, to address potential issues.

E. Organization

The Guidelines are organized in sections according to the following categories:

1. Commercial, Industrial, Office, and Mixed Use
2. Streetscape and Gateways
3. Signs

Topics include site planning, building massing and scale, architecture and appearance, landscape, fences and walls, open space, utilities, circulation, and streetscape design.

Graphics and photos are provided throughout the document to provide the reader a greater understanding of the specific Design Guideline. Graphics and photos are provided for illustrative purposes of a specific guideline and not necessarily represent an overall design preference (i.e. a photo describing a specific roof style does not also represent a City preference for related architecture, building size, or landscaping).

Non-Residential

II. NON-RESIDENTIAL

A. Commercial, Office, Light Industrial and Mixed Use

This section provides Design Guidelines that apply to commercial, office, light industrial, and mixed use development. These developments are located at prominent areas through the City (at major intersections and along major thoroughfares) and are often the “face” of the City that most people view. As such, Design Guidelines shall encourage the highest level of design quality and creativity and should acknowledge and reinforce the small-town quality of the City of Pleasant Hill.

Industrial uses in the City are limited to light industrial uses that consist mainly of small industrial businesses, warehousing, and offices. The City does not have traditional heavy industry, or research and development campuses.

Projects that have a combination of uses (e.g. residential and commercial) should follow the Residential Design Guidelines.

1. *Site Planning*

This section includes Guidelines for building placement and orientation, inclusion of open spaces, service access, equipment screening, location of required parking, landscaping and layout.

- a. The arrangement of structures, parking and circulation areas, and open spaces should recognize the particular characteristics of the site and should relate to the surrounding built environment in pattern, function, scale, character, and materials.
- b. Buildings, roadways, and parking should be sited to preserve existing heritage, protected, and mature trees to the greatest extent possible.
 - (i) Removal of existing heritage, protected and mature trees are limited to circumstances where the tree is dead, poses a life/safety hazard, in cases that render the site non developable, or in other exception cases as noted in Pleasant Hill Municipal Code (PHMC) Section 18.50.110.
 - (ii) Any loss of heritage or protected trees should include an arborist report as part of the project request and submitted to the City for peer-review.
 - (iii) Encroachment into existing tree canopies should be minimized to the greatest extent possible.
 - (iv) Any encroachment into/beneath a tree canopy should include an arborist report to ensure that new construction does not negatively impact the long-term survivability of the tree.
 - (v) Replacement of removed trees should be replaced with quality trees at a number that the site can reasonably accommodate. Native and indigenous trees should be replaced with like trees, while non-native trees may be replaced by a broader palette of tree species.

Trees are determined to be mature based on different standards including species, health, and age of tree.

- c. Buildings should be located toward the front of the property and large expansive parking lots at the front of the property should be avoided. (see fig. 1.c,f)
- d. The placement and design of structures should facilitate and encourage pedestrian activity and convey a visual link to the street and sidewalks.
- e. Commercial sites should incorporate places of gathering.

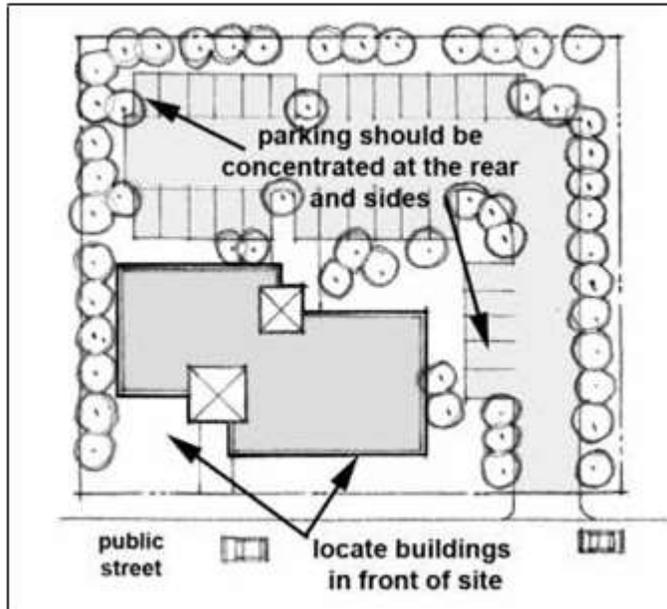
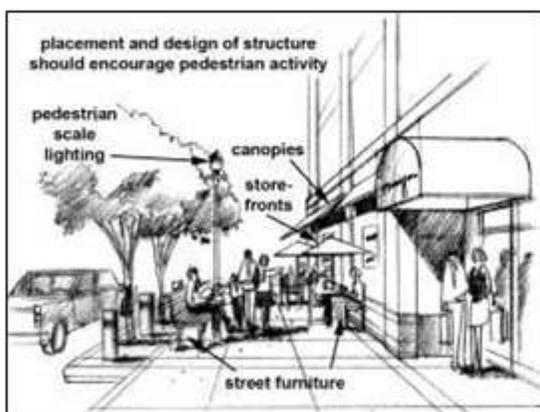


fig. 1.c.f

(Graphics and Photos are provided for illustrative purposes only)

- (i) Plazas with sitting areas, vegetation and other street furniture should be included in site plans.
 - (ii) Public use office complexes should be designed with interior, open gathering places for users of the facilities.
- f. Parking should be concentrated at the rear and sides of the site. (see fig. 1.c,f)
- g. The ground level of a building should be developed to encourage pedestrian activity. (see figs. 1.g)



figs. 1.g



- h. When located next to residential uses, the site should incorporate increased landscaping, increased setbacks, fencing, and appropriate building orientation to provide an adequate buffer between residential and non-residential uses that minimizes any effects related to privacy and shadowing.
- i. Light industrial uses should be designed to respect the streetscape and screen industrial activity from public views.
- j. Stormwater impacts need to be addressed in the early stages of project design as they often have an impact on site design. See City Engineering website for additional information – <http://www.ci.pleasant-hill.ca.us/379/NPDES-Program>.
- k. ADA requirements need to be addressed in the early stages of project design as they often have an impact on site design.
 - (i) Projects are required to comply with current California Building Code (CBC) and American with Disabilities Act (ADA) requirements.
 - (ii) CBC and ADA requirements affect various project areas, including common areas and most exterior areas.
- l. Urban Creek Guidelines
 - (i) A larger setback should be provided for structures when located near deeper creeks (per PHMC Section 18.50.150).
 - (ii) Development near and adjacent to creeks should minimize impacts to existing drainage facilities.
 - Proposed improvements should not diminish the capacity of the creek.
 - Proposed improvements should not increase flooding potential.
 - Runoff should be detained on-site prior to discharge into the creek.
 - Proposed improvements should not cause an increase in erosion or cause instability of the creek banks.
 - Outfalls to creeks should minimize creek erosion.
 - (iii) Development adjacent to creeks should minimize impacts to the riparian habitat.
 - Improvements should be kept away from riparian corridors.
 - (iv) Improvements within creeks are discouraged; however, when proposed, should be limited to outfalls, infrastructure improvements, and landscaping approved by local, state, and regional agencies.
 - (v) Creek stabilization should incorporate soil bio-engineering and plant-based methods.
 - (vi) Creek improvements should require minimal maintenance.
 - Access for the maintenance and monitoring of creeks should be provided.
 - (vii) Improvements within creeks should be designed for longevity.

2. Building Design

Non-residential buildings can range from small to large buildings. Non-residential uses also tend to be areas where the public gathers and interacts, thus, accentuating the importance of these areas to the residents of the City. In addition, non-residential sites are usually located along major thoroughfares and at major intersections. High quality design should be used to provide the best appearance possible, especially when in high visibility locations.

- a. The scale and mass of a new development should be consistent with neighboring developments without overwhelming through disproportionate size or design that is out of character.
- b. When located adjacent to residential uses, non-residential buildings should maintain low profiles to provide a transition and taller elements of the building should be stepped back from adjacent single-family residences to minimize privacy and shadowing effects. (see fig. 2.b)

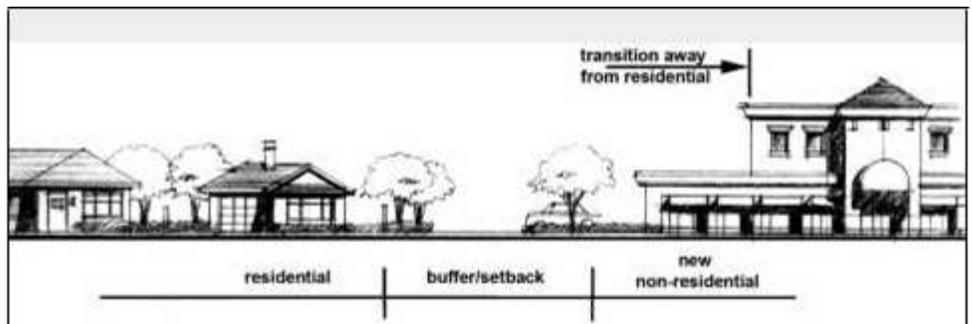


fig. 2.b

- c. Structures should have a human scale.

- (i) Building facades should incorporate architectural features, change in elevation, insets and projections to discourage monotonous facades, long straight-line building fronts, plain box shapes, and barren exterior treatment. (see fig. 2.c (i))



fig. 2.c (i)

- (ii) Buildings can be divided in distinct massing elements. Facades should have articulation through the use of architectural elements and details. Vertical and horizontal offsets should be provided to minimize building bulk. (see fig. 2.c (ii))



fig. 2.c (ii)

- d. When located on or near street corners, the building should be designed to establish a strong tie to the street frontage.(see fig. 2.d)
- e. The architecture should have variations in form, building details, and siting in order to create visual interest.



fig. 2.d

- f. Architectural detail should continue on all four sides of the building. (see fig. 2.f)
- g. The siting and design of “anchor tenants” should balance rather than overwhelm minor tenant structures.



fig. 2.f

- h. Building entries should be readily identifiable. (see fig. 2.h)



fig. 2.h

- i. Vertical elements should be used as focal points.
- j. Gutters and downspouts should be concealed unless designed as a decorative architectural feature.
 - (i) If exposed, downspouts should be colored to match the surface to which they are attached.
 - (ii) Downspouts should be located in areas of the wall that do not attract attention, such as corner areas, should not direct waters across walkways.
- k. The size and location of doors and windows should relate to the scale and proportions of the building elevation on which they are located.
- l. Building additions/renovations should blend with the remainder of the building and not appear “added” on.

- m. Non-conforming buildings are subject to review consistent with [Pleasant Hill Municipal Code (PHMC) Section 18.65.030].
- n. Roof top equipment screening is required consistent with PHMC Section 18.50.090. The screening material should have materials and colors that complement and blend with the building. The finished screening solution should not appear “tacked on” to the building.
- o. Colors and Materials
 - (i) Corporate colors and materials should be minimized where possible. Design should relate to the existing surrounding neighborhood and the small-town feel.
 - (ii) Appropriate colors should be used on buildings.
- p. Plans submitted to the City should be prepared by a licensed professional.

3. Environmental Sustainability

Building “green” is an environmentally responsible construction technique that continues to be accepted and demanded, not only in the region, but for the nation. Building responsibly provides benefits for people and the environment in the name of preservation of natural resources, reduced impact on the environment, and long-term lower maintenance and utility costs. The following are green building techniques that should be incorporated into projects:

- a. Using landscape to reduce energy costs.
 - (i) Use of trees to cool buildings in the summer.
 - (ii) Use of deciduous trees to take advantage of shade during the summer and allow the sun to shine through during winter months (south and west sides).
 - (iii) Refer to landscape section for additional landscape recommendations.
- b. Using recycled materials, low wattage bulbs and low flow fixtures, energy efficient appliances, windows, tankless water heaters, etc.
- c. Recycle and reuse materials from the existing structure.
- d. Using higher quality, long lasting materials should result in reduced maintenance and the need to use new materials frequently.
- e. Using quality insulation in buildings can better moderate inside temperatures.
- f. Implement advanced building materials and techniques, including some listed below:
 - (i) Use of advanced framing design.
 - (ii) Consider the use of recycled steel material, rather than lumber.
 - (iii) Use of structural insulated panels (SIP).
 - (iv) Use of engineered lumber.
 - (v) Use of cool roofs.
- g. Installing attachments and pre-wiring for solar energy in new construction.

- h. Ensure equipment used to harness the sun is located in the most opportune location to make use of the full extent of natural energy.
 - (i) Trees should be sited to respect solar access to photovoltaic (PV) facilities.
 - (ii) Solar cells should be sited in positions that allow the greatest extent of sunlight exposure.
- i. Projects should incorporate electric/alternative fuel vehicle parking spaces and facilities (i.e. DC fast chargers with dedicated levels of charge per station) within new development project, consistent with zoning ordinance provisions per PHMC Section 18.55.070.A.
- j. Follow recommendations included in the United States Green Building Council for Green Building and encourage projects to be compatible with Leadership in Energy and Environmental Design (LEED) certification requirements..
- k. Achieve “ENERGY STAR” certification through the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Energy (DOE).
- l. Water Efficient Landscaping
 - (i) Ensure compliance with City water efficient landscape ordinance provisions per PHMC Chapter 18.52.
 - (ii) Minimize disruption to existing native soils and vegetation to decrease the need to replant.
 - (iii) Reuse plant materials from the site if appropriate.
 - (iv) Use native plants that require less irrigation.
 - (v) Use irrigation systems that effectively use water resources.
 - (vi) Provide for on-site water catchment/retention to reduce the need for water.
- m. Shade hardscape areas. (see fig. 3.1)

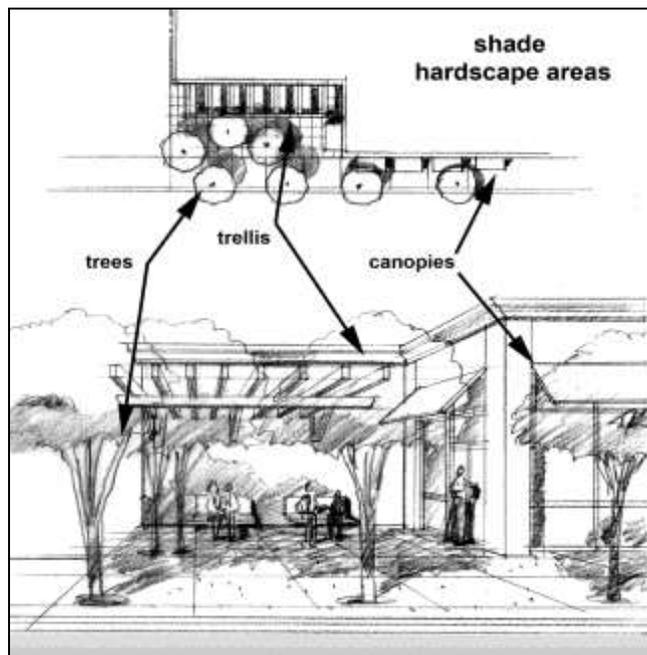


fig. 3.1

- n. Use less paving, lighter colored paving materials, and open grid paving systems.
 - (i) Use colors that reflect, rather than absorb heat.
 - (ii) Consider decomposed granite or crushed rock instead of asphalt where appropriate.

4. Parking

Parking is a key component of non-residential uses as it provides a necessary convenience. However, parking does not have to dominate the entire site at the sacrifice of good design. Projects can be designed to balance parking needs while maintaining design quality.

- a. Parking areas should be well-designed and safe.
- b. Minimum parking requirements are specified in Pleasant Hill Municipal Code (PHMC) Section 18.55.030. Parking reductions should be minimized, especially when serving retail uses.
- c. A balance of parking should be provided at the front, side, and rear of the site without dominating the entire frontage. (see fig. 4.c,d)
- d. Parking in downtown areas should be at the rear and sides of the building. (see fig. 4.c,d)
- e. The number of driveways should be minimized and located an adequate, safe distance from street corners.

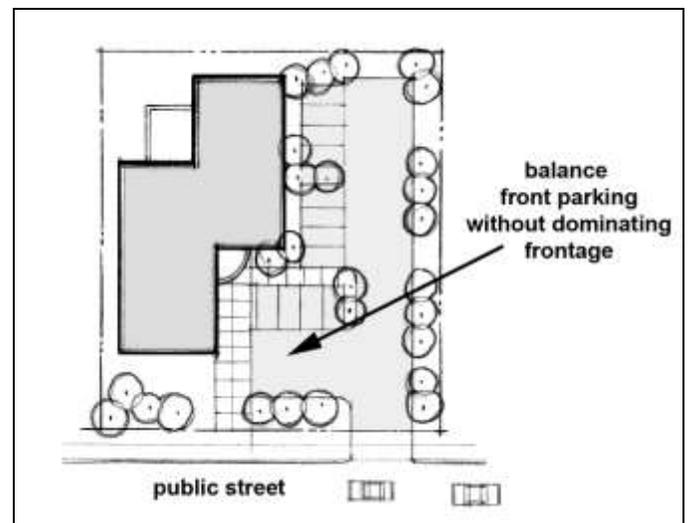


fig. 4.c.d

- f. Parking spaces off of main vehicular entryways should be at least one car length away from the street to allow safe ingress and egress for the first parking space. (see fig. 4.f)
- g. Parking lots should be separated from buildings by a raised walkway (4 feet) and landscape strip (6 feet wide) to the greatest extent possible.

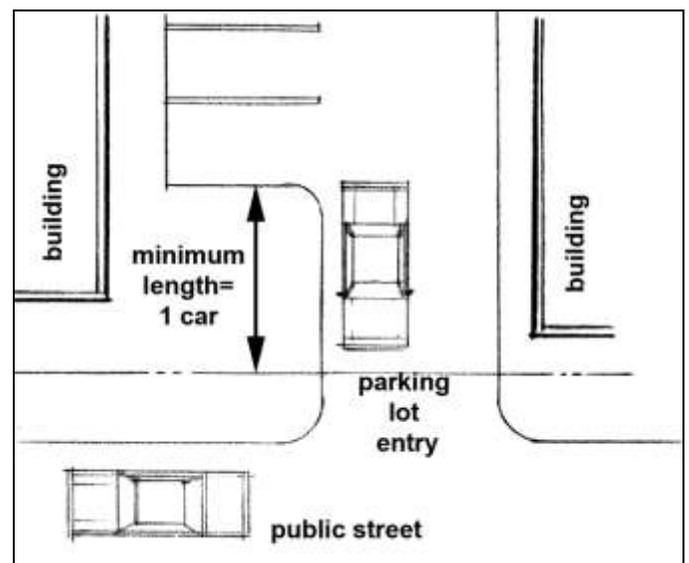


fig. 4.f

- h. Parking lots along the street frontage should be screened with landscaping. (see fig. 4.h)
- i. When parking structures are proposed, blank and unarticulated walls should be avoided or decorated with artwork and/or vegetation.



fig. 4.h

- j. Landscaping should be incorporated into parking lots as follows:
 - (i) Perimeter landscaping requirements and design standards for landscape islands are specified in PHMC Section 18.55.140.
 - (ii) End of parking aisles should have a landscape area.
 - (iii) Trees should be provided to allow for 50% canopy coverage of parking lots at tree maturity to the greatest extent possible.
 - (iv) Trees should be located to avoid contact with vehicle overhang and car doors.
- k. ADA parking spaces should be designed consistent with current ADA requirements.
- l. Parking lots should be drained to landscape or other filtering solutions to minimize polluted runoff.

5. Circulation

Pedestrian and vehicular circulation should be separated when possible to ensure safety. In addition, the pedestrian should not be excluded when designing for non-residential uses.

a. Vehicular

- (i) Site access and internal circulation should promote safety, efficiency and convenience. Conflicts between vehicles and pedestrians should be avoided per PHMC Section 18.55.100.
- (ii) Parking lots should provide pedestrian access throughout the site, including within the parking lot.
- (iii) Continuous circulation is encouraged, with dead-end driveways minimized.
- (iv) Site access points should be minimized and located as far as possible from street intersections.
- (v) Decorative pavement should be used at entries and for pedestrian crossings throughout the parking lot.
- (vi) Service facility access should minimize conflicts with vehicular and pedestrian movements. Access should be provided along the least used portions of the site.

(vii) Parking lot design should be designed consistent with standards identified in the Zoning Ordinance [Pleasant Hill Municipal Code (PHMC) Chapter 18.55].

b. Pedestrian

- (i) Facilitate pedestrian access and circulation. Entry design should incorporate sidewalks on both sides of the driveway.
- (ii) Direct access from streets should be provided to entries. (see fig. 5.b (ii))
- (iii) Access is encouraged to adjacent uses.
- (iv) When in close proximity to trails and other established pedestrian paths, direct access should be provided.
- (v) Building entries should be clear and well designed into the project site.
- (vi) Pedestrian walkways should be safe, visually attractive, and well defined by landscaping and lights. Use of decorative pavement is encouraged in hardscape areas; at a minimum it should be used to delineate crossings.
- (vii) Walkways should be at least 4 feet clear in width.

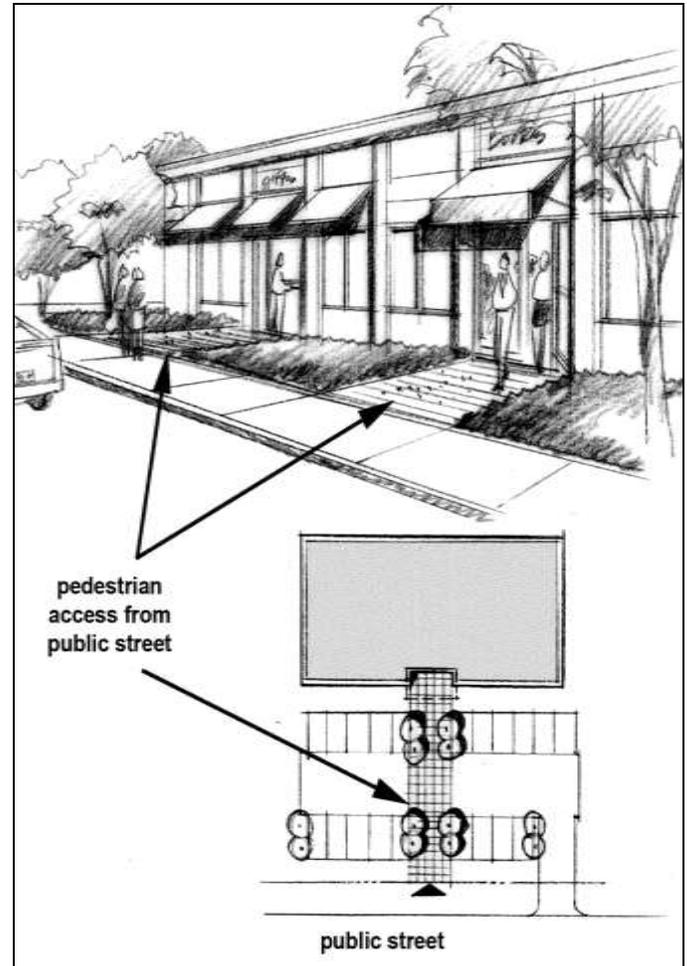


fig. 5.b (II)

- c. Circulation should take into account ADA requirements in the early stages of project design to include an ADA compliant walkway which provides access to the building from the adjacent public right-of-way.

6. Landscaping

Landscaping is a critical component and complements good architectural design to help create a finished product. It helps to create an inviting and attractive environment in heavily traveled public places. Landscaping should also be easily maintained and conserve water resources. The following Design Guidelines apply to landscape design.

- a. Integrate landscaping into site development and building architecture to ensure a complete project. (see fig. 6.a)
- b. Landscaping should be used to complement good design, not hide substandard architecture.



fig. 6.a

- c. Select landscape materials and plants that are appropriate in scale and function with the site and for the site conditions.
- d. Landscape should generally have a logical tiered system.
- e. Requirements for preservation and protection of heritage and protected trees is required subject to Pleasant Hill Municipal Code (PHMC) Section 18.50.110.
 - (i) Heritage trees are defined as any tree in the City with a trunk diameter of 16 inches or more or any tree grouping in the City with at least one tree of this diameter. (per Municipal Code Section 18.50.110.E.).
 - (ii) Protected trees are identified as a native or indigenous tree with a trunk diameter 9 inches or greater at a height of 54-inches from the ground, or any non-native tree with a trunk diameter greater than 18 inches at a height of 54-inches from the ground (per Municipal Code Section 18.50.110.A).
- f. Existing heritage and protected trees should be preserved to the greatest extent possible as per PHMC Section 18.50.110. In addition, the loss of mature trees should be minimized where possible.
 - (i) Removal of existing heritage and protected trees should be limited to circumstances where the tree is dead or dying, poses a life/safety hazard, in cases that renders the site not developable, or in other exception cases as noted in PHMC Section 18.50.110.
 - (ii) New structures should be designed to avoid conflict with existing heritage and protected trees (where possible).
 - (iii) Arborist reports should be provided for new development with existing heritage and protected trees at the site.
 - (iv) Any loss of mature trees require an arborist report as part of the project request and may be peer reviewed for accuracy by the City.
 - (v) Incorporate tree protection measures to save heritage and protected trees.
 - (vi) Incorporate designs that ensure the long-term longevity of trees.

- g. Provide landscaping that supports solar gains.
 - (i) Providing shade trees to help cool buildings during summer months.
 - (ii) Planting deciduous trees 20 feet to 40 feet apart on the south and west side of buildings to shade during the summer and allow sunlight through during winter months.
 - (iii) Use 1/3 evergreen trees for winter structure and variety.
 - (iv) Trees should be sited to respect solar access to photovoltaic (PV) facilities.
- h. Hardscape areas should be naturally shaded.

- i. Utilize landscaping to provide screening of above ground equipment, storage areas, and parking lots. (see fig. 6.i)



fig. 6.i

- j. Utilize landscaping that adds to the existing architecture of the building.(see figs. 6.j (i,ii))

- (i) Can be used to break up expanses of wall.
- (ii) Can provide vertical features to buildings that are long and horizontal.



fig. 6.j (i, ii)

- k. Plant material should be sited to respect lighting and allow emergency apparatus access. Trees and large shrubs should be sited to avoid potential damage to overhead lines or underground utilities.
- l. Landscaping should avoid creating a green wall of vegetation (typically greater than three feet in height) at the front yard.
- m. Landscape and hardscape elements should define useful public and private spaces.
- n. Up-lighting should be provided to highlight and accentuate special or significant landscape elements.
- o. Vines and climbing plants integrated upon buildings, trellises, and perimeter walls are encouraged.
- p. Structural soil should be used in planting areas that are small and constrained.

- q. Landscaping should be protected from vehicular and pedestrian encroachment through the use of curbs and raised planting surfaces.
- r. When selecting plant materials, the following Design Guidelines should be followed:
 - (i) When replacing existing mature trees, new trees should be 36-48 inch box size to quickly replace the lost tree canopy or smaller trees should be planted in quantities to replace the lost tree canopy.
 - (ii) Tree species and sizes should be selected that best fit the planting areas.
 - (iii) Shrub species and sizes should be selected that best fit the planting environment.
 - (iv) Ground cover should be planted using spacing and sizes that will accomplish ground coverage within a short amount of time.
- s. Public art should be incorporated into larger projects and should be located in high visibility locations. (see figs. 6.s (i, ii))
 - (i) Artwork should be completed by local artists.
 - (ii) Artwork can be integrated into the building design in addition to freestanding structures.



figs. 6.s (i,ii)

- t. Encourage the use of alternative sources of water (rainwater, recycled) where possible for irrigation.
- u. Landscaping should emphasize native and water-efficient plants.
- v. Irrigation
 - (i) Automatic sprinkler controls with rain sensors should be installed to ensure that landscape areas will be watered adequately.
 - (ii) Sprinkler heads and risers should be protected from dogs, gardeners, and car bumpers. Pop-up heads should be used near curbs and sidewalks.
 - (iii) The landscape irrigation system should be designed to prevent run-off and overspray.
 - (iv) Irrigation should use drip and low flow systems to minimize use of water.
 - (v) Irrigation should be designed consistent with the City Water Efficient Landscape provisions of the Zoning Ordinance (PHMC Chapter 18.52).

- w. To ensure successful and attractive landscaping on commercial sites, landscape plans should be prepared by a landscape designer, licensed landscape architect, or other qualified professional.

7. Lighting

When designing a site, lighting is often relegated to secondary status. It is often not treated with the same importance as building design or landscaping. In commercial projects lighting can have a major impact at night. Proper lighting can enliven a site at night and make it appear friendly and inviting, while not impacting surrounding uses from glare and other forms of light pollution. The following Guidelines help to ensure that lighting is a complement and not a detriment to the City.

- a. Lighting levels should be minimized to preserve the night (dark) sky.
- b. Dark areas within pedestrian and vehicular areas should be avoided for safety purposes.
- c. Light fixture design should be compatible and relate to the design and the use of the principal structure on the site.
 - (i) Pedestrian, vehicular, and wall lighting fixtures should complement each other and the architecture of the building.
 - (ii) Light fixtures should complement the main structures and not attract attention.
- d. Lighting plans should be designed in conjunction with the landscape plan.
- e. Height of light poles should be appropriate for the project and surrounding environment per PHMC Section 18.55.140.B.
 - (i) As a general rule, the height of the light poles should be lower than the main building height.
 - (ii) Pedestrian scale lighting should be appropriate to the setting.
- f. Parking lot lighting should be in scale with the project, yet provide adequate lighting for safety and visibility purposes.
- g. Parking lot lighting should incorporate full cutoff fixtures designed to be consistent with zoning ordinance provisions - PHMC Section 18.55.110. (see fig 7.g)
- h. Light sources should be shielded to prevent glare or direct illumination on adjacent properties
- i. Wall pack glare should be shielded and minimized.
- j. All pedestrian and vehicular areas should be well-lit for safety and security.
- k. Subtle illumination to enhance the architectural form of a building is encouraged.

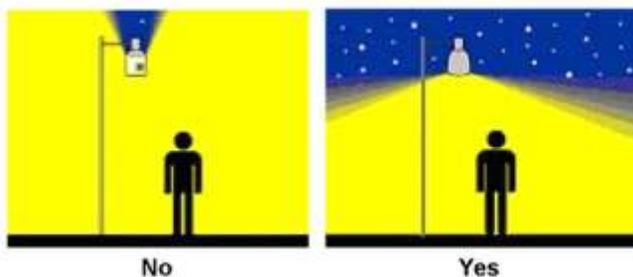
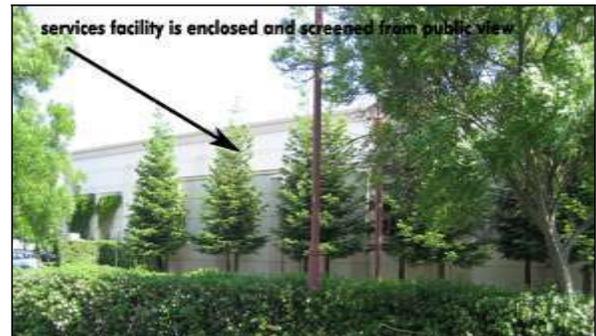
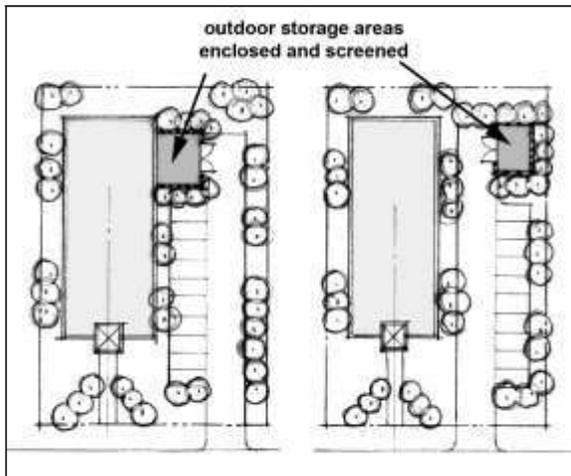


Fig. 7.7.g

8. Service Facilities and Utilities

Service facilities and utilities are necessary to serve commercial uses; however, they can have a negative impact on the appearance of the project. Designed improperly it can visually detract from a site regardless of the success of the architecture and landscaping. Using creative design and architectural features can minimize their visual impact.

- a. Fully screen all service facilities from the public street and adjoining properties. Screening should match the design and material of the main building. (see figs. 8.a 1,2)



figs. 8.a 1,2

- b. Service facilities should be set back at least as far as the main building.
- c. Locate service facilities and drives away from public streets and nearby residential uses to the greatest extent possible. Noise and lighting impacts should be minimized.

- d. Solid, permanent materials (concrete, metal, etc.) should be used for service facility enclosures.

- e. Access to service areas should be designed to discourage public entry. (see fig. 8.e)

- f. Provide access for service vehicles and separate from other on-site circulation patterns when possible.



fig. 8.e

- g. When new transformers are required within public views and within the front yard setback, they should be undergrounded. In all other locations they should be screened from views [Pleasant Hill Municipal Code (PHMC) Section 18.50.090].
- h. Ground-mounted mechanical equipment (i.e. Fire District risers/back-flow preventers, irrigation control facilities, etc.) should be screened and/or painted to minimize visual impacts.

i. Trash and Recycling Facilities

- (i) All trash containers must be located in enclosures (PHMC Section 18.50.070). Typically, for any enclosed area, 40% of the floor space should be allocated for trash, 40% for recycling and 20% for organics. Where an enclosure will contain both carts and bins, an area that is 150% of the sum of bin and cart footprints is recommended.
- (ii) Trash enclosures should be designed to accommodate all site trash containers and conveniently accessible by collection trucks and sufficient space provided to move bins and carts as needed by users.
- (iii) Enclosures should be in rear and side yards.
- (iv) An enclosure pad should be provided that is durable enough (e.g. reinforced concrete pad, reinforced paving) to withstand garbage collection activities in front of and within enclosures.
- (v) Trash enclosures should screen trash containers on all 4 sides to the full height of the container, consistent with PHMC Section 18.50.070. Enclosure gates should be equipped with a mechanism (i.e. self-latching/self-closing gates) to secure the doors in the open and closed position. Enclosure should be covered to prevent storm water contamination.
- (vi) The style, material and color of enclosures should be similar to those of the main structure.
- (vii) Enclosures with grease collection contains should ensure adequate space for all service containers and should ensure interior ground surfaces are free of slip hazards.

j. Mechanical Equipment

- (i) Mechanical equipment should be sited in side and rear yard areas of the project, hidden from public views.
- (ii) Locate mechanical equipment far enough from on-site and adjacent uses to not cause noise problems.
- (iii) Fully screen roof top equipment from public views as per PHMC Section 18.50.090.
- (iv) Screening for roof top equipment should architecturally match the overall building design.
- (v) Avoid multiple roof screens; all equipment should be within one cohesive screen.

k. **Wireless Communication Facilities**

- (i) Wireless communication facilities (new or modified) are regulated by the provisions of Section 18.50.010 of the City's Wireless Communication Facilities ordinance (i.e. setbacks, structure height, co-location, aesthetics, screening, exterior lighting, etc.)
- (ii) Pursuant to ordinance requirements, wireless communication facilities (new or modified) are required to be screened, or camouflaged in some other manner, to the greatest extent possible while maintaining a high quality design. This includes, but is not limited to, the screening/camouflage of monopoles, antenna panels, cables/cable trays, ground-mounted accessory buildings, etc.

9. Outdoor Storage/Display

Outdoor storage requires a use permit and in general is discouraged as it adds a cluttered appearance to the city's look and feel. Outdoor displays can help generate and encourage pedestrian usage in commercial areas. However, when done improperly it has the same effect as outdoor storage by negatively affecting the visual appearance in commercial areas.

- a. Outdoor storage areas should be completely enclosed and screened from all views. Storage areas should be screened with a combination of architectural features and landscaping to avoid a large, blank wall appearance. (see fig. 9.a)

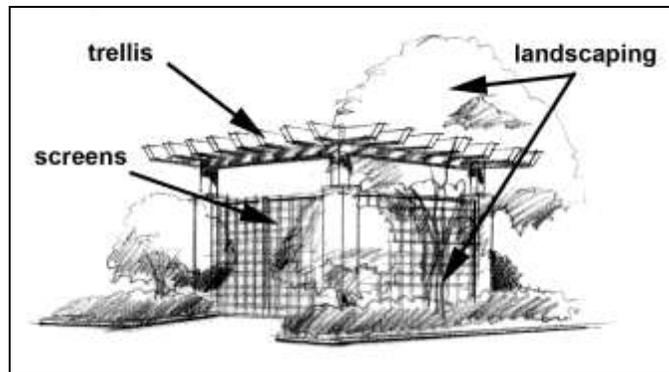


fig. 9.a

- b. Outdoor display areas should be designed in a manner that does not give the appearance of clutter. Displays should be of uniform design and allow for adequate pedestrian and ADA clearance.
- c. Outdoor display areas should avoid locations within parking lots and over existing parking spaces.
- d. Outdoor displays should be minimized and treated as a special occurrence, rather than a normal business practice.

10. Public Improvements

When a new project is proposed within the City, it can be reasonably expected that construction will also occur within public property (roads, easements, trails, etc.). When this occurs the private developer is responsible to repair any damage. It is also the expectation that improvements will occur along all frontages related to the project boundaries and any relevant areas that will be impacted by the proposed development.

- a. All public property that fronts a project should be improved to current standards.

- (i) Improvements include streets, sidewalks, and landscaping.
 - (ii) ADA improvements are required.
 - (iii) Street widening may occur when deemed appropriate for an area.
 - (iv) New lighting and signage may also be required.
- b. Improvements can be required further away from the project site.
- (i) Lane widening to accommodate traffic increases.
 - (ii) A new or modified traffic signal at nearby intersections.

11. Signage

Please see the City Sign Design Guidelines section for further guidance in regards to signs.

B. Drainage and Stormwater Requirements

The City of Pleasant Hill has various creeks that run through the City limits. Because of this, large portions of the City are susceptible to flooding during rainy seasons. The flooding threat can be minimized by designing projects that allow rainfall to absorb back into the ground rather than rolling off of impervious surfaces. This is especially true with commercial projects since they tend to be larger in size and can have larger impacts than single-family homes.

In addition, recent requirements by the State have made the reduction of stormwater and polluted runoff a priority for development projects. This helps flooding impacts as well as keeping water that flows into environmentally sensitive areas as clean as possible. The following are Design Guidelines in regards to drainage and stormwater runoff.

1. Drainage Design Guidelines

- a. Development and redevelopment projects should incorporate drainage elements in site design as per the Subdivision Ordinance, National Pollutant Discharge Elimination System (NPDES) permit, Pleasant Hill Municipal Code (PHMC) Section 15.05 Stormwater Management and Drainage Requirements, and Public Works Standards. See City Engineering website for additional information – <http://www.ci.pleasant-hill.ca/379/NPDES-Program>.
 - (i) Proposals should consider existing topography, soil types, existing drainage pattern, and creeks.
 - (ii) Drainage facilities should be low maintenance.
- b. Projects should be designed to minimize impervious surfaces to allow infiltration of stormwater.
 - (i) Pervious pavement materials should be considered. Turf block, gravel, unit pavers, porous asphalt and pervious concrete are encouraged.
 - (ii) Shared driveways and reduced width should be considered. (see fig. 1.b (ii))

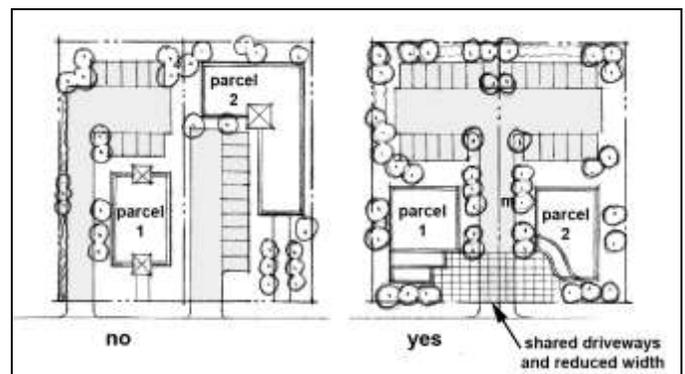


fig. 1.b (ii)

- c. Projects should maximize and preserve existing open space. Development layouts should be clustered or arranged to maximize open space.
- d. Projects should incorporate landscape elements to reduce pollution from urban runoff.
 - (i) Runoff should be routed into landscaped areas for treatment and detention. (see fig. 1.d (i))
 - (ii) Landscaped areas should incorporate native, drought tolerant species.
 - (iii) Irrigation should be efficient.

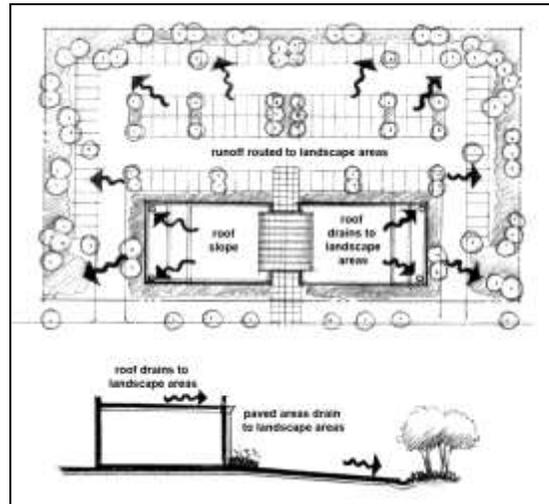


fig. 1.d (i)

- e. Miscellaneous site considerations
 - (i) Refuse areas should be located away from roofs and inlets, and should be covered or screened.
 - (ii) Medians should be concave to contain and capture runoff. (see fig. 1.e (ii))

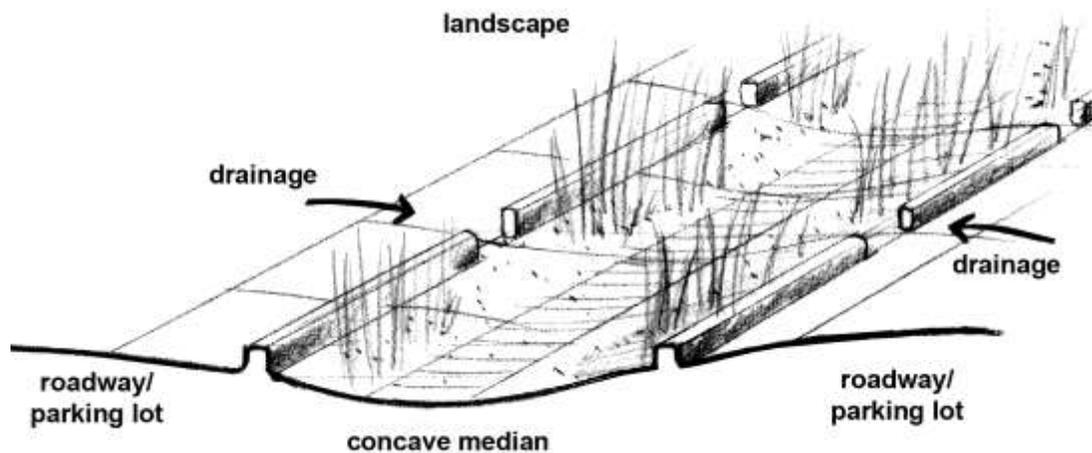


fig. 1.e (ii)

- f. Drainage facilities should be integrated into landscaping, but also be identifiable.
 - (i) Dry swales and infiltration planters should be lined or covered with cobbles that blend in with the landscape, but also deter operational interference.

Streetscape and Gateways

III. STREETSCAPE AND GATEWAYS

A. Streetscape

Streets are an integral part of any community and play a role in the appearance of a City. Streets serve many purposes including connecting people and places, providing buffers between uses, serving as an exercise tool for bikers and joggers. Streets play an important role in strengthening neighborhood interaction and livability.

Streets can be a benefit as mentioned above and can also be a detriment by bringing traffic, air pollution, and congestion to a city. To ensure that the streets of Pleasant Hill continue to be an asset to the City, the following Streetscape Guidelines will help to maintain and improve streets.

1. **Scenic Corridor/Routes** – *As designated within the City of Pleasant Hill General Plan*

- a. Maintain a 50-foot setback for new development.
- b. Encourage development/improvements that enhance the scenery of the area.
 - (i) Encourage landscaping that is appropriate to the planting area without radically altering the existing vegetation.
 - (ii) Encourage landscaping that reflects the natural history and culture of the area and Pleasant Hill in general.
- c. Support improvements that enhance the scenery and open vistas along scenic corridors.

2. **Arterial Streets**

- a. Arterial streets carry the bulk of traffic through the City. Arterials provide direct service to major traffic generators and connect to the freeway system. Arterials typically have higher speeds and because of the traffic loads are often susceptible to traffic and congestion. Arterials mainly serve vehicles, however, alternative modes of transportation can be thoughtfully integrated with design while not impacting traffic flow.
- b. To maintain existing flow of traffic, additional ingress and egress points are discouraged.
- c. Bus turnouts should be provided to maintain efficiency of arterial streets. (see fig. 2.c)
- d. Traffic light signals should be synchronized.

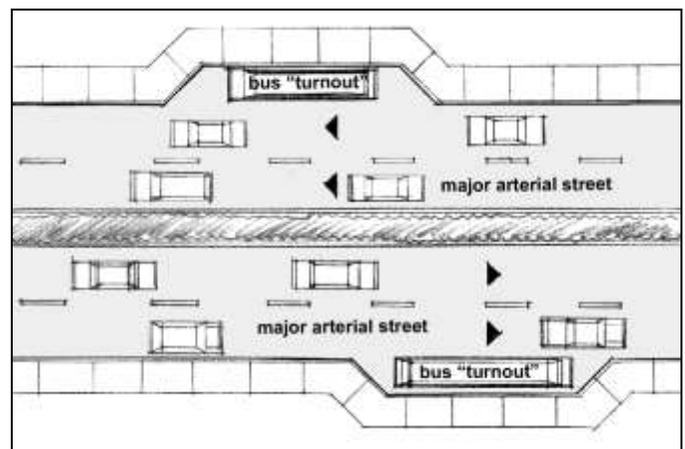


fig. 2.c (**Graphics and Photos are provided for illustrative purposes only**)

- e. Adequate buffers between sidewalks and roadways should be maintained through a four-foot landscape strip between the street and sidewalk.

f. Wide medians should be provided as space allows.

(i) Medians should consist of more than paint striping.

(see fig. 2.f (i))



fig. 2.f (i)

3. Collector Streets

a. Collector streets are used as connectors between arterial streets that serve the City in general and local streets that serve neighborhoods. Collector streets connect adjacent neighborhoods and carry through-traffic city-wide.

b. Alternative modes of transportation should be thoughtfully integrated and designed within collector streets.

c. Landscaping should be integrated along collectors especially when located within residential areas. (see fig. 3.c)

d. Larger street setbacks should be incorporated along collector streets.



fig. 3.c

4. Local Streets

a. Local streets are an integral component of neighborhoods and function primarily to provide access to destinations both inside and outside the neighborhood. Local streets should function to serve multiple modes of transportation including vehicle, pedestrian, bicycle and other alternative modes of transportation. Local streets should be designed for use mainly by the neighborhood and encourage reduced speeds, rather than allow for high traffic speeds, congestion and short cuts to get from one point to another.

b. When improvements at a site occur, new sidewalks should be provided to create a safer and better pedestrian network throughout neighborhoods as per Public Works Standards.

c. Street trees should be incorporated when sidewalks are rebuilt or added to a site.

d. Streetlights should be minimized on local streets; however, should be used when addressing safety concerns.

5. General Streetscape Guidelines

a. Street Trees

- (i) Street trees should be of a species without intrusive roots and consume minimal amounts of water. In addition, street trees should be appropriate for their location. If the tree is to be located in a tight median, the tree selected should be smaller.
- (ii) When planting street trees, the minimum size should be 24 inch box.
 - Smaller sizes may be appropriate in small or tight planting areas or when availability issues arise.

b. Sidewalks

- (i) Sidewalks located on wider streets should be separated from the roadway with a landscape strip.
(see fig. 5.b (i))
- (ii) New sidewalks installed at infill locations should match the existing sidewalks in the immediate area.

- c. Current and relevant CBC/ADA requirements are required to be satisfied with every project.

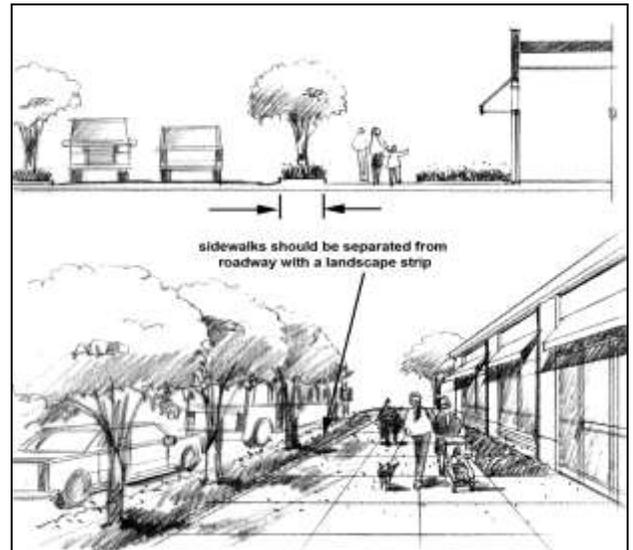


fig. 5.b (i)

B. Gateways

Gateways are visual design features that allow residents and visitors to recognize when one is entering a special place or area. Well-designed gateways help to establish, strengthen, and provide an identity to the City and will help to identify when someone is in the City of Pleasant Hill. The City of Pleasant Hill currently has gateway treatments at certain locations in the City.

1. City identification signs should represent the City of Pleasant Hill - its history and present.
2. Gateway treatments should represent the identity of the City of Pleasant Hill on arterial streets and on major trails that enter and exit the City.
3. City gateways should use appropriate signage, landscaping, artwork, architectural features, and appropriate scale.
4. Sites at prominent gateway locations should provide additional landscape treatments and design amenities (including artwork) to help identify the transition into the City.
5. Utilities should be under-grounded to not detract from prominent gateway locations.
6. City designed projects should implement additional gateways features at prominent locations that help to create a sense of entry into the City.
7. When near gateways, service yards, storage areas and parking lots should be screened.

Sign Guidelines

IV. SIGN GUIDELINES

A. Purpose

1. The sign ordinance recognizes the need for the City to establish and implement Sign Guidelines. It is neither regulations nor laws; however, they do serve an important function.
2. Guidelines are general statements, describing the sign “philosophy” of the City of Pleasant Hill. They are intended to strike a balance between the private intentions of advertising businesses, and the public’s expectations for visual quality in Pleasant Hill.
3. These Guidelines were developed in accordance with Section 18.60.090 of the Pleasant Hill Municipal Code. These Guidelines will be revised in the future as sign policy continues to evolve at the city of Pleasant Hill.

B. Intent

These Sign Design Guidelines are intended to:

- a. Provide simple, straightforward information and guidance to business owners and sign contractors who are considering replacing or installing new signs.
- b. Make the process for obtaining a sign permit customer-friendly and equitable.
- c. Clearly communicate the sign policies of the Architectural Review Commission.
- d. To encourage sign designs evoking creativity, variety, and quality.
- e. Identify sign techniques that promote an attractive business image.

C. General Sign Guidelines

1. Signs are an advertising medium. The policy of the City of Pleasant Hill is that signage should be considered as elements of attractive and high quality design.
2. Signs should reflect and complement the architecture and design theme of the building or site, and should not "stand alone" as an overt attempt to gain the pedestrian’s or motorists attention. (see fig. C.2)
3. Signs should efficiently advertise the business so that passers-by can readily understand the message. (see fig. C.3)



fig. C.2 (**Graphics and Photos are provided for illustrative purposes only**)



fig. C.3

4. Signs should be designed to reflect the setting where they are located. For example, the symmetry and scale of a street-oriented sign would be different than that for a parking lot or pedestrian-level sign.
5. Signs should not, by their appearance or size, dominate or overpower the setting, or be visually obtrusive. They should complement the visual character of the setting where they are located, whether it is a street frontage or storefront.

(see fig. C.5)

6. Although an advertising medium, signs are to be also considered as architectural elements. The design of any sign should be visually consistent with the associated building's architectural features, such as exterior colors, finish detailing, lighting, windows, and other design elements. (see fig. C.6)

7. Sign area allowances contained in the Zoning Ordinance are maximums (unless an exceedance is approved through a sign adjustment) and should not be considered as the final size allowed, as the design, placement, building size and surrounding environment, could have an effect on allowed sign area.



fig. C.5



fig. C.6

D. Types of Signs

(see fig. D.1)

1. For existing buildings, new signs should comply with a master sign program, if applicable. In addition, signs should either match or be consistent with other surrounding existing signs.

fig. D.1



2. Exposed neon signs are discouraged unless the sign has exceptional design quality, attractiveness, and designed with the entire building architecture. All monument and wall signs with exposed neon are generally reviewed by the Architectural Review Commission [Pleasant Hill Municipal Code (PHMC) Section 18.60.030].

3. Raceway signs are generally discouraged. When a viable alternative, such as wall surface or an awning is unavailable, raceway signs may be considered.
4. Cabinet signs are discouraged unless they have been previously approved in a master sign program or used in an existing setting. Where cabinet signs are installed, they should be an integrated design element of the building.
5. Logo cabinets are allowed, but should generally not exceed the height of associated sign lettering. (see fig. D.6)



fig. D.6

E. Sign Content

1. The message on monument and wall signs should be simple and concise, advertising the name and type of business only. Secondary information, such as corporate slogans, telephone numbers, and product lines, do not belong on monument or main wall signs. This information is better suited on secondary or window signs.
2. Changeable copy is discouraged, except for gas stations or as allowed by the sign ordinance.

F. Quality

1. The design, materials, construction, and installation of signs should reflect a high quality visual appearance.

G. Legibility

1. The text and information on a sign should be easy to understand and read, without being visually obtrusive or overpowering.
2. For instances where a business is allowed more than one sign, all signs should be consistent in type, design, style, location, and color. (see fig. G.2)
3. For commercial or office centers with multiple businesses, primary signage should be similarly aligned and spaced, at the same height above grade. (see fig. G.3)



fig. G.2



fig. G.3

4. Signs with highly reflective or shiny surfaces are generally discouraged.

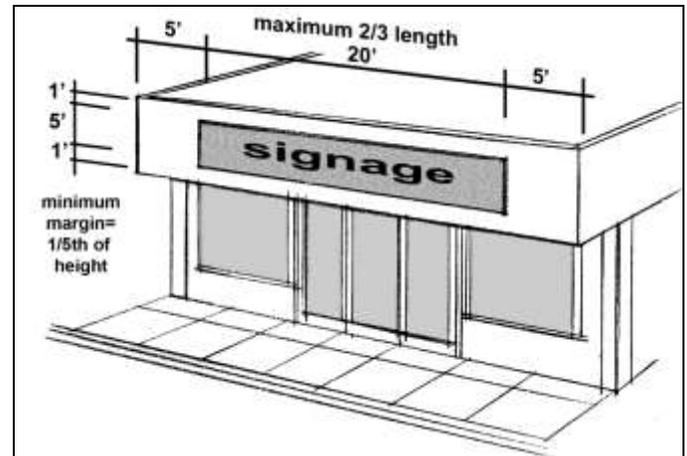
H. Proportions

1. Width: Generally, the width of the sign copy should not exceed two-thirds the width of the wall, fascia, or surface to which it is attached.

(see fig. H.1,2)

2. Margins: The recommended minimum margin is one-fifth of the height of the surface to which the sign copy is attached.

(see fig. H.1,2)



figs. H.1,2

3. Reveals: No more than 6" in depth should be proposed, unless the sign is mounted on a particularly massive building surface.

I. Colors

1. Contrast: To enhance daytime visibility, sign letters should be light colored on a dark background.
2. Colors: They should be simple and basic, limited to one or two colors.
3. Readability: Trim caps should be dark-colored. Hard-to-read fonts or elaborate styles are discouraged.
4. Compatibility: Background colors of walls and fascia should provide a compatible and distinct contrast with the sign. Bland color selections should be avoided. Intense, glaring, florescent, or extremely bright colors are strongly discouraged.

J. Illumination

1. Glare: Lighted signs should minimize glare to pedestrians, cyclists, or motorists.
2. Shields: Lighting fixtures should use external decorative shields or barriers to minimize light and glare impacts.
3. Type of Illumination: Internal illumination is generally encouraged. If external illumination is proposed, lighting fixtures should be of a high architectural grade and screened from public view.
4. Shopping Centers: At shopping centers or where there are multiple signs, the method of illumination should be consistent.

K. **Construction**

1. Hardware should not be exposed.
2. Holes, patches, differences in color on walls or surfaces from previous signs should be repaired to be visually undetectable.

L. **Monument Signs**

1. Freestanding Signs: low profile monument style signs are preferred in most circumstances.. Monument signs should include a pedestal and "frame" around the sign message area. (see fig. L.1)
2. Location: Corner monument signs should be designed to safety Guidelines that require a minimum sight triangle for passing vehicles and pedestrians [Pleasant Hill Municipal Code (PHMC) Section 18.50.100]. Monument signs are not allowed within public right-of-ways.
3. Landscape: Monument signs should be located within a landscaped planter area (PHMC Section 18.60.050). (see fig. L.3,5)
4. Proportions: The size of a monument sign is specified by the sign ordinance (PHMC Section 18.60.050). the width of the landscaped area in which it is located.



fig. L.1



figs. L.3,5

5. Sign Base: Every monument sign should have a decorative base or pedestal. Low-profile flowers or shrubs should be planted surrounding the base. (see fig. L 3,5)
6. Design: The materials, colors, textures, finish, and overall design of the monument sign should strongly incorporate the same design features from the associated building or the architectural setting.

M. Commercial Temporary Signs

1. Temporary signs are any type of banners maintaining an identity, displaying a special event, promotion, temporary use, or warning of a dangerous condition.
2. The message on a temporary sign should be simple and concise.
3. Phone numbers or website addresses are discouraged on temporary signs.
4. Generally, a banner should be in proportion to the related storefront or building face to which it is attached.

N. Window Signs

1. A window sign is any sign placed or painted on, or within five feet of, a window or glass door, that is intended for viewing externally.
2. Window signs should be constructed with high quality materials.

Appendix

V. APPENDIX

A. City of Pleasant Hill Resolution adopting the City Wide Design Guidelines

RESOLUTION NO. 68 - 17

A RESOLUTION OF THE CITY COUNCIL, CITY OF PLEASANT HILL, TO AMEND THE EXISTING RESIDENTIAL AND NON-RESIDENTIAL CITY-WIDE DESIGN GUIDELINES AND THEREBY REPLACE THE GUIDELINES ADOPTED BY RESOLUTION NO. 08-08

WHEREAS, the City of Pleasant Hill General Plan contains goals, policies, and programs that provide direction for the creation and continual updating of City-Wide Design Guidelines; and

WHEREAS, the City of Pleasant Hill Municipal Code, Title 18, Section 18.60.090 requires Sign Design Guidelines be completed; and

WHEREAS, these amendments are proposed to the City-Wide Design Guidelines applicable in all residential and non-residential zoning districts throughout the City to ensure consistency with applicable laws, regulations and policies and to assist design professionals, property owners, homeowners, and businesses when making design and land use applications and amendments; and

WHEREAS, the Architectural Review Commission held two study sessions (on April 21, 2016 and March 2, 2017) to consider amendments to the Residential portion of the City-Wide Design Guidelines and one study session (on April 6, 2016) to consider amendments to the Non-Residential portion of the City-Wide Design Guidelines; and

WHEREAS, after notice thereof having been duly, regularly and lawfully given, a public hearing on the proposed amendments to the Residential portion of the City-Wide Design Guidelines was held by the Architectural Review Commission on April 6, 2017, where all interested persons might appear and be heard and the Architectural Review Commission adopted Resolution No. 02-17 recommending approval of the amendments to the Residential portion of the City-Wide Design Guidelines to the Planning Commission and City Council; and

WHEREAS, after notice thereof having been duly, regularly and lawfully given, a public hearing on the proposed amendments to the Non-Residential portion of the City-Wide Design Guidelines was held by the Architectural Review Commission on May 18, 2017, where all interested persons might appear and be heard and the Architectural Review Commission adopted Resolution No. 03-17 recommending approval of the amendments to the Non-Residential portion of the City-Wide Design Guidelines to the Planning Commission and City Council; and

WHEREAS, on May 9, 2017 the Planning Commission held a study session to consider the staff and ARC recommended amendments to the Residential and Non-Residential portions of the City-Wide Design Guidelines; and

WHEREAS, after notice thereof having been duly, regularly and lawfully given, a public hearing on the ARC-recommended amendments to the Residential and Non-Residential portions of the City-Wide Design Guidelines was held by the Planning Commission on June 13, 2017, where all interested persons might appear and be heard; and

WHEREAS, the Planning Commission evaluated and determined the proposed amendments to the Residential and Non-Residential portions of the City-Wide Design Guidelines to be in conformance with the City of Pleasant Hill General Plan and Zoning Ordinance; and

WHEREAS, on June 13, 2017 the Planning Commission adopted Resolution No. 07-17 recommending approval of the amendments to the Residential and Non-Residential portions of the City-Wide Design Guidelines to the City Council; and

WHEREAS, this Project is categorically exempt from environmental review under the California Environmental Quality Act pursuant to section 15308 of the Guidelines for the Implementation of the California Environmental Quality Act of 1970, as amended, the proposed project is determined to be a Class 8 (Action by Regulatory Agencies for Protection of the Environment) categorical exemption; and also, pursuant to CEQA Guidelines Section 15061(b)(3), the lead agency has determined with certainty that there is no possibility that the proposed project could have a significant impact on the environment as the Design Guidelines are intended to improve the aesthetics of new development and help ensure compliance with existing applicable regulatory requirements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pleasant Hill adopts the amendments to the Residential and Non-Residential City-Wide Design Guidelines based on the following findings:

1. The City Council finds that the amendments to the Residential and Non-Residential City-Wide Design Guidelines will preserve and enhance residential and non-residential neighborhoods.
2. The City Council finds that the amendments to the Residential and Non-Residential City-Wide Design Guidelines will promote variety, excellence and compatibility with existing development for new and significantly remodeled residential and non-residential developments.
3. The City Council finds that the amendments to the Residential and Non-Residential City-Wide Design Guidelines will improve the general appearance of the City by providing design recommendations for projects that reflect the design preferences of the City.

BE IT FURTHER RESOLVED that the City Council adopts the proposed Residential and Non-Residential City-Wide Design Guidelines as shown in attached Exhibits A and B, and thereby replaces the guidelines adopted by City Council Resolution No. 08-08 (on February 2, 2008).

[Signatures on Following Page]

ADOPTED by the City Council of the City of Pleasant Hill at a regular meeting of the City Council held on the 11th day of September, 2017, by the following vote:

AYES: Carlson, Flaherty, Noack, Rinn, Harris
NOES: None
ABSENT: None
ABSTAIN: None



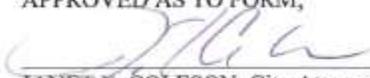
MICHAEL G. HARRIS, OD, Mayor

ATTEST:



CAROL W. WU, City Clerk

APPROVED AS TO FORM;



JANET E. COLESON, City Attorney

VI. CREDITS

The City of Pleasant Hill would like to thank the following for their time and efforts on this document in addition to all community members who provided valuable input.

City Council

Mayor John Hanecak
Vice-Mayor Suzanne Angeli
Councilmember David E. Durant
Councilmember Michael G. Harris
Councilmember Terri Williamson

Planning Commission

Chairperson Steve Wallace
Vice-Chairperson Lola Fellingner
Commissioner Robert Abbott
Commissioner James Bonato
Commissioner Ken Lombardi
Commissioner Dave Mascaro
Commissioner Diana Vavrek

Architectural Review Commission

Chairperson Thor Scordelis
Vice-Chairperson John Hart
Commissioner George Corrigan
Commissioner Pamela Simonds
Commissioner Richard Stanton

City of Pleasant Hill Staff

Steve Wallace – Public Works and Community Development Director
Casey McCann – Public Works and Community Development Deputy Director
Troy Fujimoto – Senior Planner
Rod Wui – Associate Engineer
Debra Margolis – City Attorney

Illustrations and Formatting

Lawrence Ko Leong
Robert Becker