ARCHITECTURAL DESIGN
STANDARDS & GUIDELINES

CITY OF AGOURA HILLS
CALIFORNIA

ADOPTED NOVEMBER 4, 1992

RESOLUTION NO. 92-750

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS APPROVING THE CITY'S ARCHITECTURAL DESIGN STANDARDS AND GUIDELINES

THE CITY COUNCIL OF THE CITY OF AGOURA HILLS HEREBY FINDS, RESOLVES AND ORDERS AS FOLLOWS:

WHEREAS, the City of Agoura Hills is committed to excellence in architecture, planning and landscape architecture. Development of design guidelines were found to be an appropriate method to harmonize the disparate design themes developed in the area prior to the City's incorporation.

WHEREAS, draft Architectural Design Guidelines and Standards were developed and reviewed by an ad hoc joint committee.

WHEREAS, the Planning Commission and Architectural Review Board have endorsed the draft Guidelines and have recommended approval of said Guidelines to the City Council.

WHEREAS, the general intent of the design guidelines is to establish standards and guides to assist applicants in the architectural design, planning and landscape design of projects and developments and to convey the design expectations of the City.

WHEREAS, the proposed Design Guidelines are consistent with the General Plan.

NOW THEREFORE, be it resolved that the City Council hereby approves the Architectural Design Standards & Guidelines for the City of Agoura Hills.

PASSED, APPROVED and ADOPTED, this 4th day of November, 1992.

AYES:	(5)	Pavley, Kurtz, McBane, Rishoff, Yacovone
NOES:	(0)	None
ABSENT:	(0)	None
ABSTAIN:	(0)	None

Fran Pavley

Fran Pavley, Mayor

ATTEST:

Patricia Manning

Patricia Manning, CMC, City Clerk

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I. Statement of Intention

Incorporated in 1982, the City of Agoura Hills is committed to excellence in architecture, planning and landscape architecture. Through these design guidelines, the City of Agoura Hills seeks to harmonize the disparate design themes developed in the area prior to the City's incorporation.

While specific architectural styles are not dictated by the City and creative design is encouraged, architects and landscape architects are expected to incorporate into their designs the following:

Harmony with the natural land forms and native vegetation;

Response to the desert climate (through proper building orientation, appropriate glazing, use of overhangs, shading devices, pergolas etc.); and

Reflection of the highest standards of adjacent buildings and the neighborhood (the style(s), proportions, colors and materials).

The general intent of this document is to establish Standards and Guidelines to assist applicants in the architectural design, planning, and landscape design of projects and developments within the City of Agoura Hills.

The specific goals are to encourage beauty, integrity in function, proportion, form and use of materials in architectural design. Further, the goal is to harmonize development with the natural environment around it.

Architects, Planners, Landscape Architects and Developers are encouraged to display their design creativity within the Standards & Guidelines while remaining sensitive to the desires of the community as embodied in the General Plan, Zoning Ordinance and other applicable regulations.

It is not the intent of the City's Architectural Review Board and these Standards & Guidelines to dictate the design of projects, but rather to act in an advisory capacity to insure that new development is a positive addition to the scenic and historic beauty of the City of Agoura Hills.

A. Underlying Goals of the Standards & Guidelines

1. The City of Agoura Hills is noted for the beauty of its existing hillside areas. Underlying all the recommendations of these Standards & Guidelines is the principle that all new constructions in the city shall be designed to preserve the character of the existing land forms by integrating the existing terrain and native landscape resources as part of the overall site plan design.

2. Oak trees and other existing significant trees shall also be incorporated into the site plan to the maximum extent possible.

II. Site Design

A. Open Space/Natural Environment

1. Design must respect the landscape characteristics of the existing terrain and maximize preservation of open space. Furthermore, to the greatest extent possible, the existing terrain must be incorporated into the site plan design. (See Figure 1 &2).

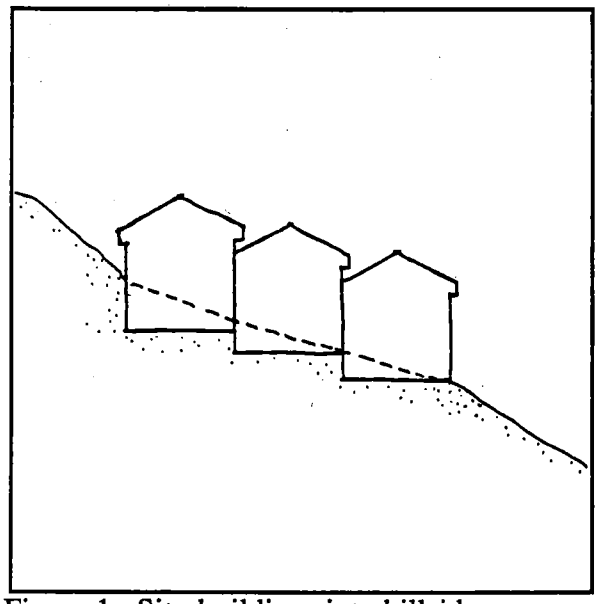

Figure 1. Site buildings into hillsides to incorporate them (blend-in) visually into existing hillside. Place buildings below ridge line in order to preserve natural setting.

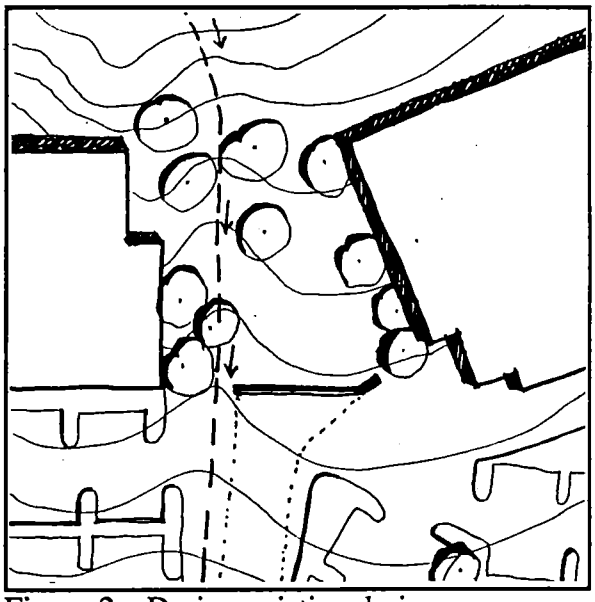

Figure 2. Design existing drainage courses into riparian areas which become a part of the landscape plan.

2. Preserve lines of sight from public areas to the existing open spaces and hillside areas.
3. Design the site so that open space and landscaped areas visually blend and/or abut with that of adjacent properties to maximize the visual expanse of open space. (See Figure 3 & 4).

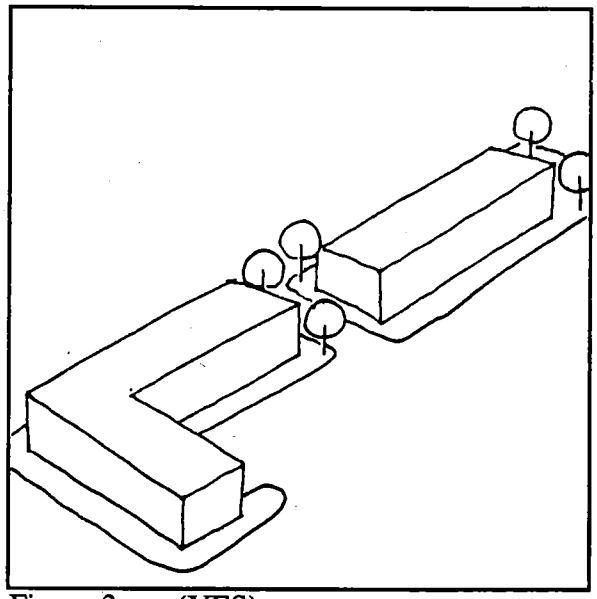

Figure 3. (YES)

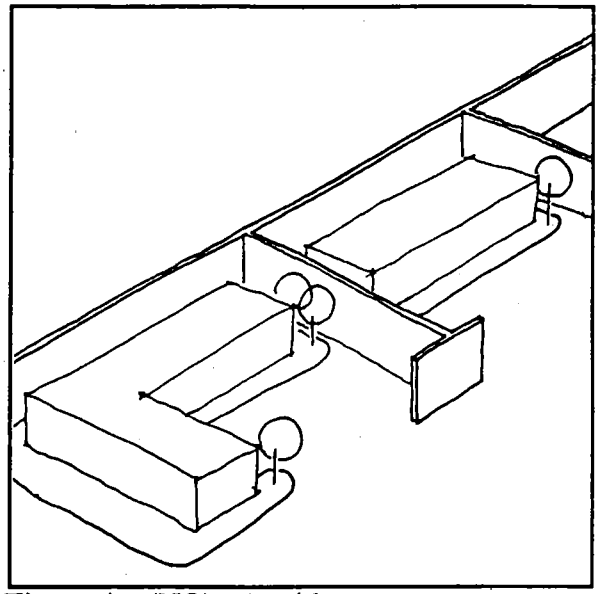

Figure 4. (NO) Avoid unnecessary perimeter walls or physical property boundaries which would create the appearance of unrelated separate areas.

B. Sight line Preservation/Setbacks/Building Separations

1. When appropriate, the largest possible front setbacks are encouraged to avoid the appearance of "looming" buildings from streets and public areas. Minimum required setbacks are to be considered as a starting point. Setbacks may need to be increased to insure compatibility with surrounding land uses, topography, oak tree protection, view preservation, natural lighting and ventilation, etc. Varied front setbacks are encouraged. (See Figure 5).

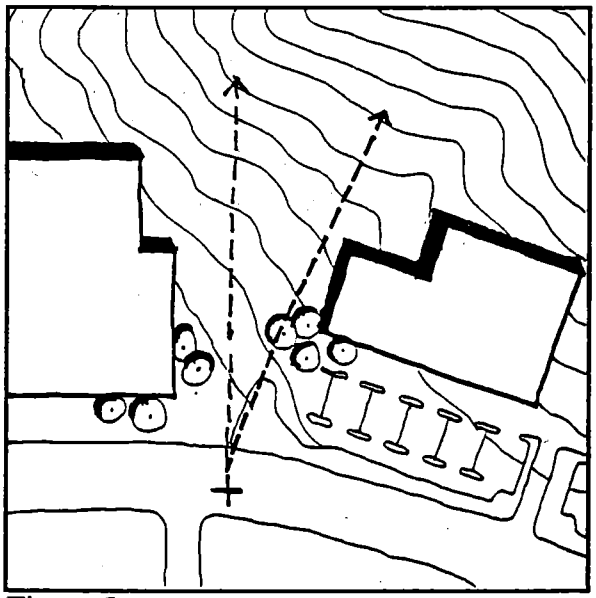

Figure 5.

2. Projects should be good visual neighbors to one another. A building's design should be harmonious in its style with the architectural style of surrounding existing and planned developments. (See Figure 6A & 6B).

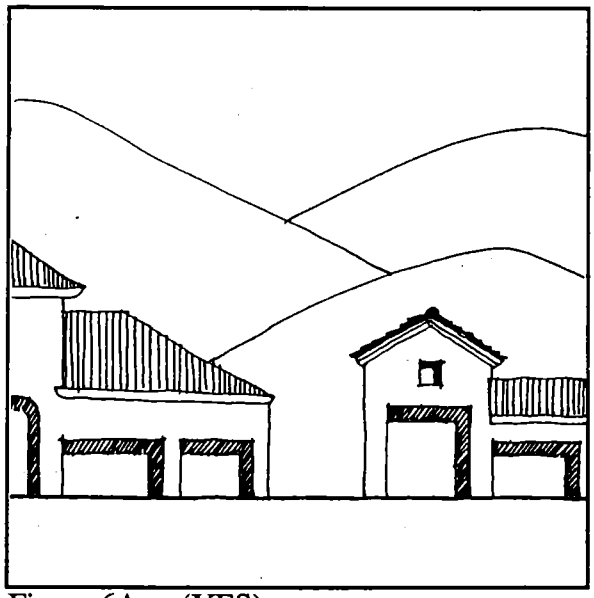

Figure 6A. (YES)

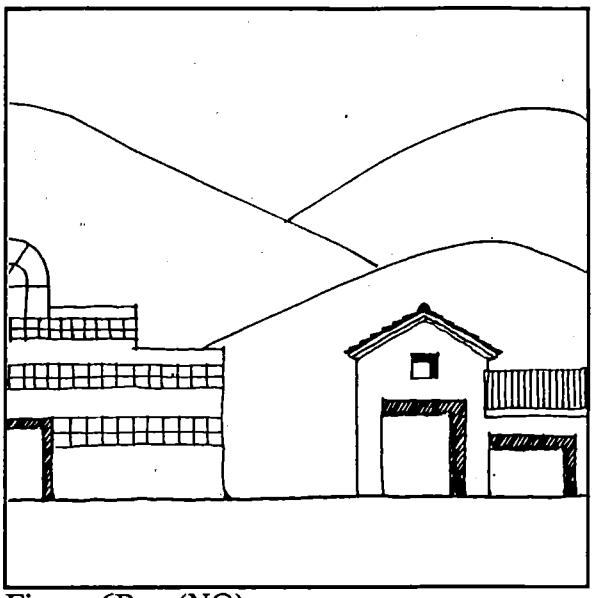

Figure 6B. (NO)

3. In designing transitions from one project to the next, the following should be considered:
   a. Selective landscaping patterns which visually ties one project to the next.

   b. Introduction of unifying design elements throughout the development to assure and reflect an integral design treatment with adjacent properties, including harmonious roof treatments, colors, walkways, driveways, signage, etc.

4. All development proposals should demonstrate coordination of the site planning, arrangement of building forms, landscape design and facade patterns with neighboring properties.

C. Grading

1. Grading should be kept to a minimum except to the extent necessary to integrate the building into the land, improve on surface drainage, protect oak trees and provide adequate access. If increased grading would enable greater sculpturing of a building into existing terrain, and thus reduce its visual impact, such design is encouraged within the restrictions of the Grading Ordinance of the Municipal Code.

2. The shape and form of contouring should simulate natural landforms, free-flowing, meandering and curved rather than angular geometric forms "Land Form Grading" techniques shall be used. Information on "Land Form Grading" technique is available at the Planning Department. (See Figure 7A &7B).

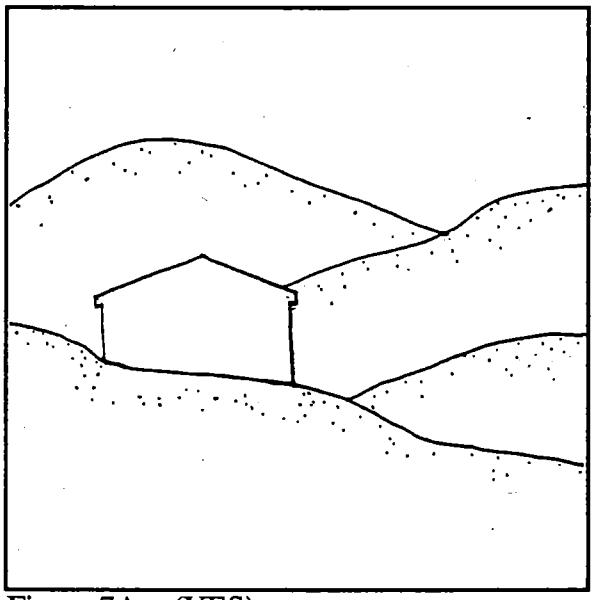

Figure 7A. (YES)

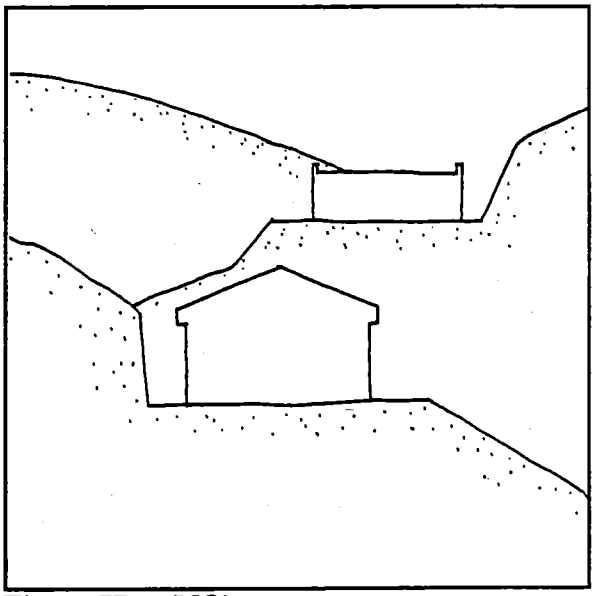

Figure 7B. (NO)

3. Concrete lined terrace and down drains are discouraged. Instead natural materials such as rip rap shall be used.

D. Parking/Site Circulation/ Site Access

1. General Parking Requirements.
   a. All commercial parking areas shall be designed in accordance with the Section 9654, OFF STREET PARKING of the City of Agoura Hills Zoning Ordinance, unless otherwise stated in this document.

   b. All off-street parking facilities, including access aisles, driveways, loading areas and manufacturing areas shall be surfaced with a hard and impervious material. All off-street parking facilities shall be suitably sloped, drained, and shall be adequately designed and engineered for the traffic and the parking load expected.

   c. Shared parking between adjacent properties shall be encouraged and required where practical, provided that the required parking is provided for each site.

   d. If future expansion is expected, space must be reserved for future parking.

   e. With the intent of encouraging automobile trip reduction, provide for bicycle racks, preferential parking spaces for car pool parking, and designated parking spaces for motorcycle parking.

   f. Underground parking may be permitted to improve site design, but can not be used to increase density.

2. Parking Area Design.

a. Parking areas should be separated from buildings by either a raised concrete walkway or landscaped strip, preferably both. Situations where parking spaces directly abut the buildings should be avoided.

b. The parking area should be designed to allow links from the building to the major on site parking areas and street sidewalks as an extension of the pedestrian circulation system within the project. This will also allow handicapped access from the street to the building. This can be accomplished by using design features such as ramps, walkways with enhanced paving, plazas, arcades, courtyards, pathways, trellis structures, and/or special landscape treatments. Pedestrian access between sites is encouraged. Applicant shall incorporate all Title 24 and ADA (handicap access) requirements when designing said access. (See Figure 8A & 8B).

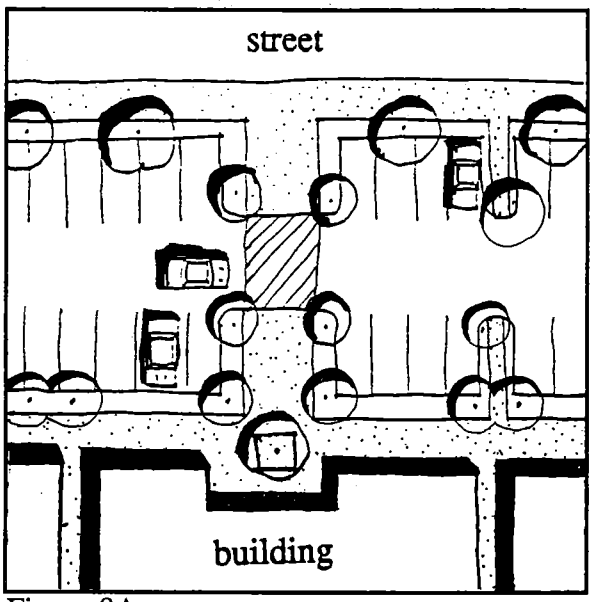

Figure 8A.

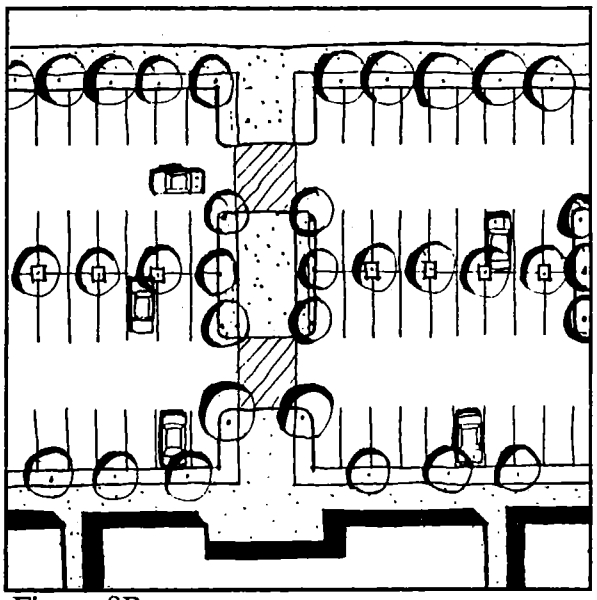
Figure 8B.

c. Parking areas, both interior and perimeter, shall be landscaped. Zoning Ordinance requires 50% shade cover at 15 years maturity. (See Figure 9).

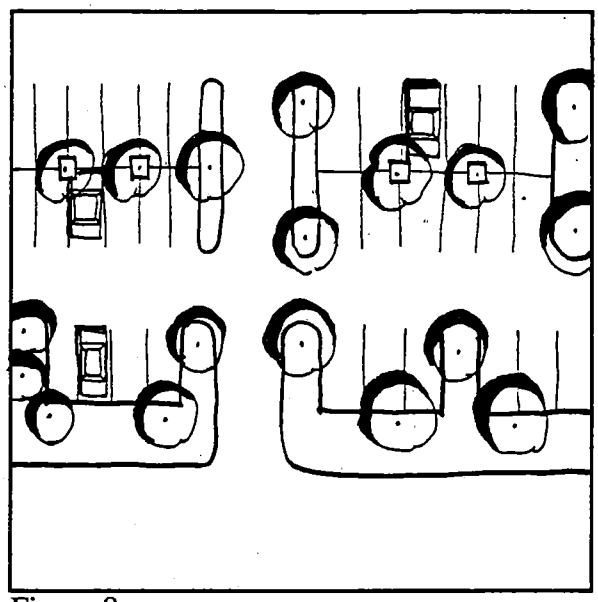

Figure 9.

d. In order to reduce the visibility of automobiles from the public right of way a combination of earthen berms, landscaping material and, when necessary, 42" high solid opaque walls should be utilized.

e. The proposed project shall accommodate individuals with physical disabilities, via the provision of handicapped parking stalls, ramps, access walks, etc., per federal, state and local requirements.

f. Off-street parking facilities shall be designed so that a car within a facility will not have to enter a street to move from one location to any other location within the same parking facility.

g. Integrated wheel stops shall be provided at planting areas or tree wells. Sidewalks and/or planting areas shall be a minimum of 6 feet

wide when parking abuts on one side, or 8 feet wide when parking abuts on two sides. (See Figure 10).

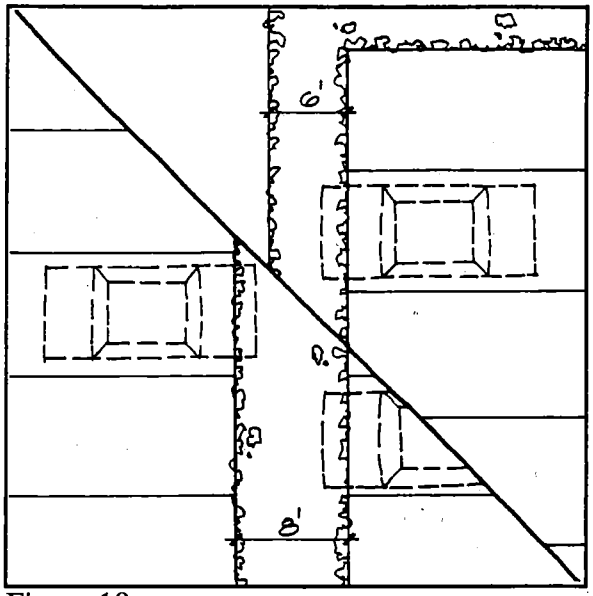

Figure 10.

h. Parking areas which accommodate a significant number of vehicles should be divided into a series of connected smaller lots. Landscaping and offsetting portions of the lot are effective in reducing the visual impact of a large amount of parking.

i. Two-way driveways shall be at least 26 feet wide, and when lots contain over 100 cars, preferably 30 feet wide minimum, so that an entering vehicle does not interfere with an exiting vehicle. (Narrower driveways lead to conflict between entering and exiting vehicles, causing one to stop and wait for the other.)

j. To provide adequate driveway throat, the first parking stall which is perpendicular to a driveway, or first aisle juncture, should be at least 30 feet back from the property line for a lot containing less than 50 parking spaces and 40 feet minimum or per the requirements set by the City's Public Works Department for a lot with 50 parking spaces or more. This recommendation is to provide an off street queuing area so that if a vehicle is parking at or leaving the stall nearest the street, there is room for at least one vehicle to queue while waiting for the other vehicle to maneuver. Without this provision, vehicles will

queue into the street. Additional depth of driveway throat may be required based on volume of outbound traffic per City Traffic Engineer review. (See Figure 11).

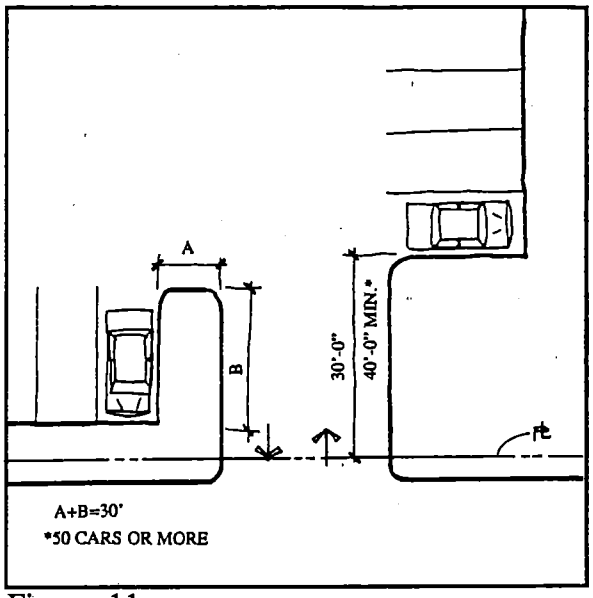

Figure 11.

k. Where practical, lowering the grade of the parking lot from surrounding street elevations may assist in reducing views of automobiles while promoting desired views of architectural elements.

l. Design parking areas so that the pedestrians walk is parallel to moving cars. Minimize the need for the pedestrians to cross parking aisles, landscape planters and driveways.

m. Tree wells shall be minimum 4'x4' clear inside and finger planters shall be at least 8' wide and shall be spaced no further apart than 10 parking spaces..

n. Parking aisle layout should be designed to be perpendicular to building, rather than parallel in order to avoid pedestrian damage to landscaping.

o. Where landscape planters in parking lot are parallel to the building, walkways should be provided in the planters to facilitate access to the building from the parking lot.

p. Provide parking access between two adjacent parking lots.

3. Site Access Locations.

a. Common driveways which provide vehicular access to more than one site are encouraged. (See Figure 12).

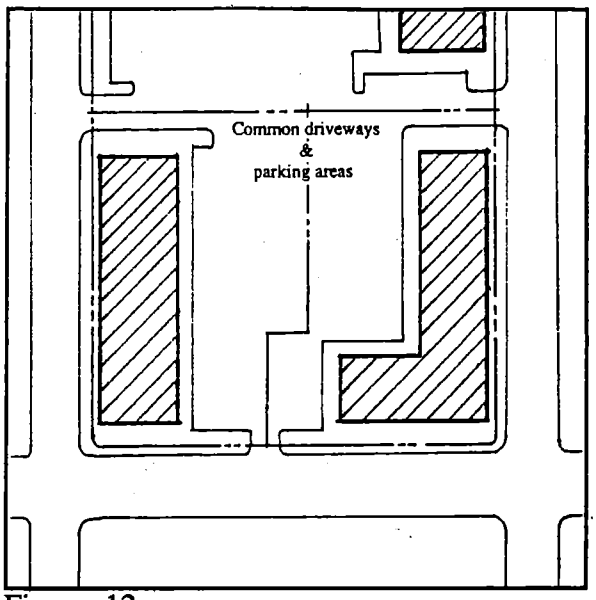

Figure 12.

b. Where a corner location is being developed, locate entry driveways on side streets (or the less busy street) to minimize pedestrian/vehicular conflicts and maximize landscaping on the busy street. Where this is not possible, such as a mid-block development location, design the entry driveway so that the interruption of pedestrian paths by automobile circulation is minimum. Appropriate care should be taken to insure the safety of pedestrians and to provide handicapped accessibility.

c. Encourage development projects to incorporate reciprocal access easements for car circulation between sites/properties.

d. Provide special patterned and/or colored concrete paving at all entry driveways and in front of main building entry.

e. Minimize number of driveways onto public or private streets.

f. Provide adequate separation between driveways and median breaks to minimize conflict. Coordinate driveway location with adjacent developments. Minimum 300 ft. separation is generally considered adequate for each parcel (See Figure 13).

g. Driveways shall be located as far as possible but no less than 150 ft. from street intersections. All driveways are subject to review by the City Traffic Engineer. (See Figure 13).

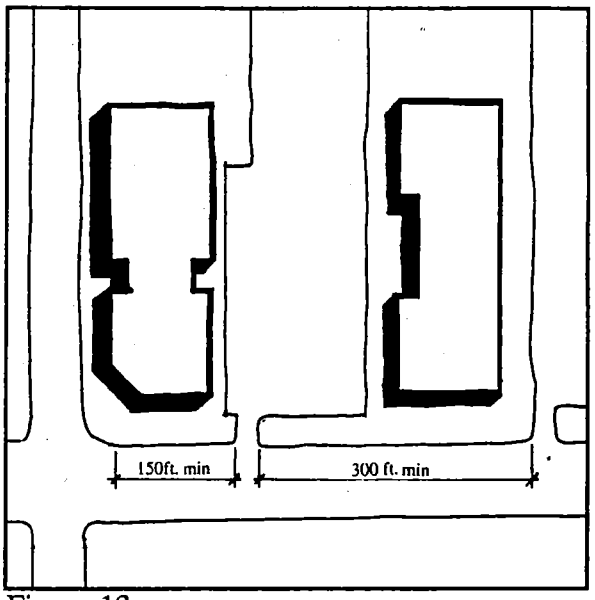

Figure 13.

h. Landscaping adjacent to driveway ingress/egress areas shall be designed such that it does not obstruct visibility of traffic.

4. On Site Circulation.

a. Provide separate vehicular and pedestrian circulation systems. Pedestrian linkages between buildings in commercial developments including pedestrian access from parking areas should be clearly indicated.

b. Vehicular circulation through a parking facility should be directed away from fire lanes (adjacent to the rear side of buildings) to the outer edge of the parking lot where there is less pedestrian traffic.

c. Where parking areas for two different sites connect, the parking circulation should be integrated to avoid conflict at points of connection.

d. Provide sidewalks adjacent to parking and also special paving at pedestrian crossings to enhance and clearly define pedestrian circulation.

5. Preferred Paving Materials.
   a. Concrete, integrally colored, and textured, or exposed aggregate. Due to possible safety reasons, stamped concrete and irregular surfaces are discouraged for pedestrian walkways. Plain brushed gray concrete is discouraged. However, accent bands of a different concrete finish are encouraged.

   b. Paving brick or tile

   c. Natural stones

E. Signage

1. Free-standing monument signs shall be located in landscaped planter areas to protect sign structure from vehicle damage, to soften the visual impact of monument sign to the site and to further reduce paving areas around the monument signs.

2. An integrated sign program shall be provided for all commercial and industrial developments. The sign program shall have uniform letter style, color, and criteria for location. Individually mounted letters are encouraged for wall signs.

3. Logos are allowed in shopping centers per Section 9655.5E of the Zoning Ordinance.

4. Signs are intended for identification, not advertising. Per Section 9655 of the Zoning Ordinance, not more than 25% of the total area of any sign shall include descriptive wording which is not a part of the business name.

5. Exposed neon is prohibited.

6. All signage shall comply with Section 9655 of the Zoning Ordinance.

F. Pedestrian Systems

To establish a pedestrian friendly environment the following building elements are encouraged.

1. Courtyards.
    a. Courtyards shall be functional.

    b. The courtyard spaces can be designed to function as entry/transition spaces, focal points and/or building circulation nodes. (See Figure 14A & 14B).

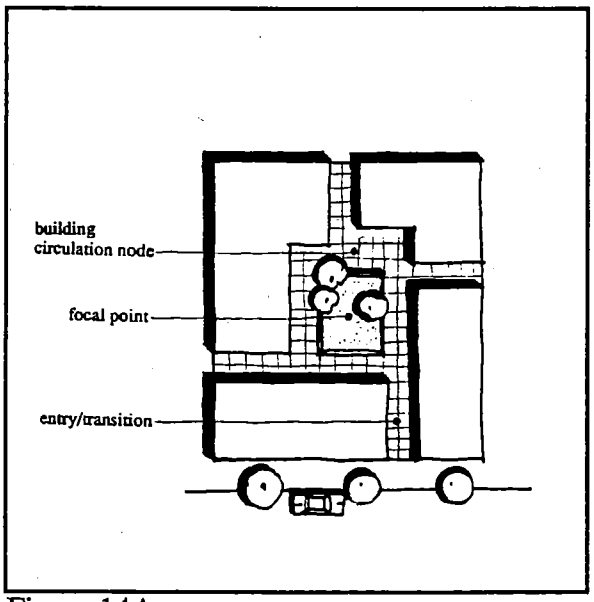

Figure 14A.

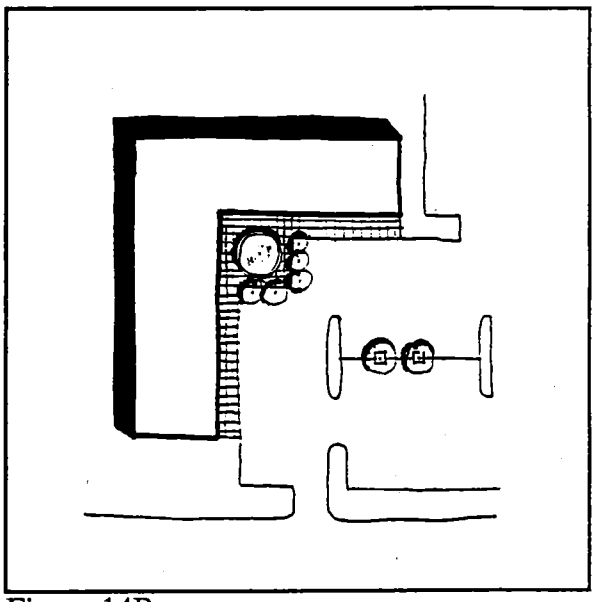
Figure 14B.

2. Covered Walkways & Overhangs.
    a. Minimum depth should provide sun and rain protection and coverage for walkway. (See Figure 15).

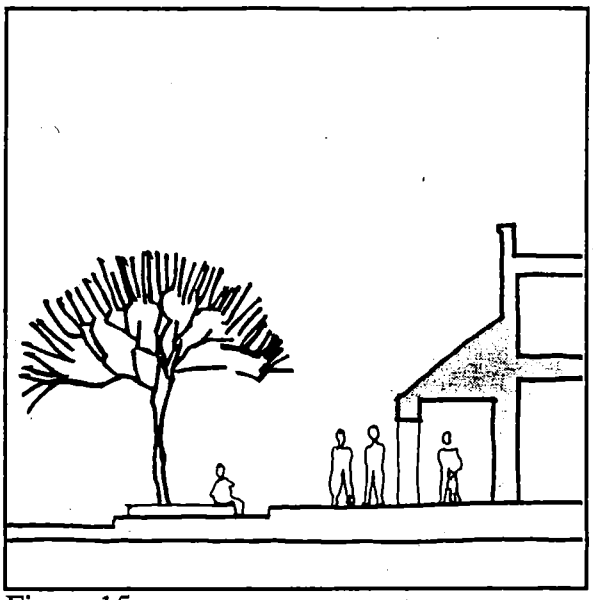

Figure 15.

b. Covered walkways and overhangs can be designed to function as pedestrian covers and/or facade articulation by incorporating a colonnade into a building. Avoid "facade front" treatments with poorly proportioned columns or pilasters (See Figure 16A & 16B).

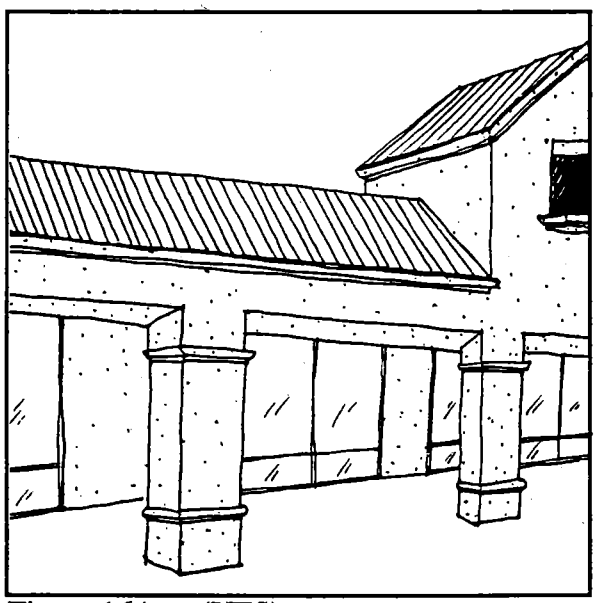

Figure 16A. (YES)

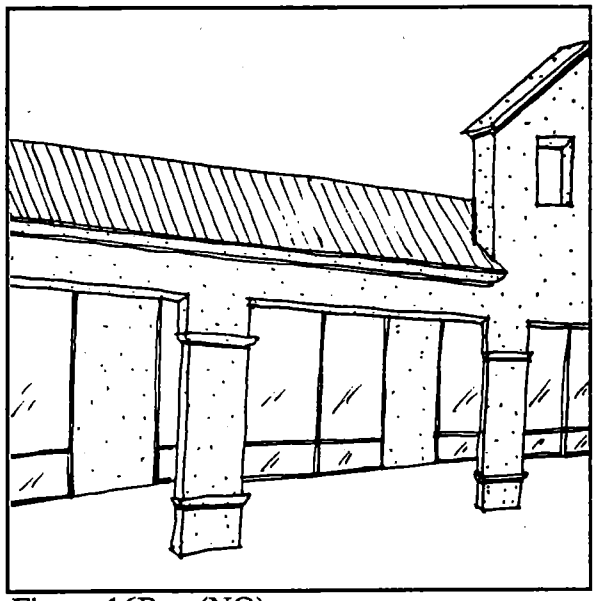

Figure 16B. (NO)

3. Pathways.
   a. Minimum width of pathways should be 6'-0" for a primary access path and 4'-0" for secondary access path.

b. The following should be considered in designing pathways:

1. Integrate pedestrian scale lighting patterns and designs

2. Integrate landscape patterns and designs

3. Use decorative paving materials and patterns to add interest to the ground plane.

4. Incorporate and integrate handicap access requirements.

G. Fences and Walls

1. Treatment

a. Wherever possible and appropriate, alternate methods of providing the desired level of security, privacy and sound attenuation should be considered. Wider setbacks, open space, and landscaping such as berms, mounding and planting are other alternatives. Any such use of berming shall be free-flowing, meandering, irregularly shaped and varying in elevation.

b. If a wall or fencing is the only alternative, any wall in excess of 25 feet in length should be interrupted by such design elements as vertical plant materials, wall columns or decorative inlays. (See Figure 17).

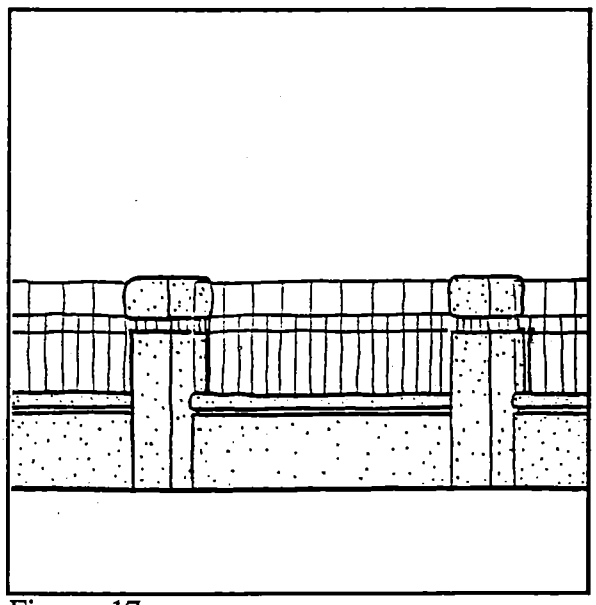

Figure 17.

c. When appropriate, alternative means of dealing with slopes which incorporates landscapimg should be considered in lieu of solid retaining walls.

2. Materials.
   a. Wall and fence materials, colors and finishes shall compliment the materials, color and finish of the building(s) and/or those on adjacent properties. Use of untreated chain link fence and barbed wire is strictly prohibited.

H. Ground Mounted Mechanical & Electrical Equipment

1. Ground-mounted equipment shall be completely screened from view with decorative walls and landscaping.

2. Locate all utility equipment away from street frontages in heavily landscaped or planter areas.

I. Trash Enclosures

1. Location.
   a. Distribute to facilitate use by tenants/users.
   b. Screen views from public right of ways.
   c. Reserve space to accommodate future recycling bins.

2. Design.
   Incorporate detailing and articulation used in the buildings such as reveals, cornices, bands, tiles etc.

3. Materials and Colors.
   Incorporate colors and materials used on the building where appropriate.

J. Site Lighting (See Section III.G Exterior Lighting)

K. Landscaping

The purpose of these Standards and Guidelines is to define clearly the manner in which landscape plans shall be submitted to satisfy the landscaping requirements of the city. It is the intent of these Standards and Guidelines to offer the applicant as much latitude as possible in aesthetically designing the project's landscaping, while at the same time, meeting the all landscape standards of the City. These Standards and Guidelines shall not supersede Sections 9657 & 9658.5 of the Zoning Ordinance.

1. Landscaping should be evenly distributed throughout the site. The overall landscape design for the specific site shall be compatible with all adjoining developments surrounding the site.

2. Function.

   Landscaping should be fully and creatively designed to enhance, highlight and support the architecture not to conceal design weaknesses. The scale and size of the proposed landscape shall be comparable to the scale and size of the proposed structures.

3. Criteria.

   a. High quality landscape.

   b. Abundance of attractive ornamental and native plants.

   c. Conservation of water through the use of drought tolerant plants and water saving irrigation systems. (See attached Las Virgenes Water District Xeriscape Guidelines, and criteria prepared by the James Dean Group.)

   d. Labor saving and low-maintenance landscape designs.

   e. Automatic watering system sensors are strongly encouraged .

   f. A combination of deciduous and evergreen trees.

   g. A program of landscape maintenance and selective plant pruning which enhances natural growth patterns, particularly for trees in parking lot areas to accomplish the 50% shade requirement within 15 years.

   h. Connect with existing reclaimed water line or design irrigation system such that it is compatible with plans for future reclaimed water lines.

2. Acceptable Plant Materials and Applications.

a. All applicants are encouraged to take full advantage of the wide range of landscape materials and design possibilities within the framework established by these Standards and Guidelines which describe the landscape standards, the proper use of landscaping, and a suggested plant list of native and interesting plant materials.

b. Use of Plant Materials: The scope of a project will ultimately determine landscape plant selection. In order for landscaping to relate to architectural design, the following criteria shall apply.

1. Deciduous trees and large shrubs are effectively used to act as an intermediate height element to bring buildings into human scale.

2. Medium/low shrubs are ornamental and provide foliage, texture and color to landscape themes.

3. Vines and espaliers are effective screens in visually softening walls and fences. Many vines provide excellent flower color to brighten narrow planters against buildings and walls.

4. Applicable native plant materials and drought tolerant species are strongly encouraged for water conservation.

5. Trees are encouraged against buildings to soften the appearance of walls and to visually screen neighboring projects and subdivided exterior spaces. (See Figure 18).

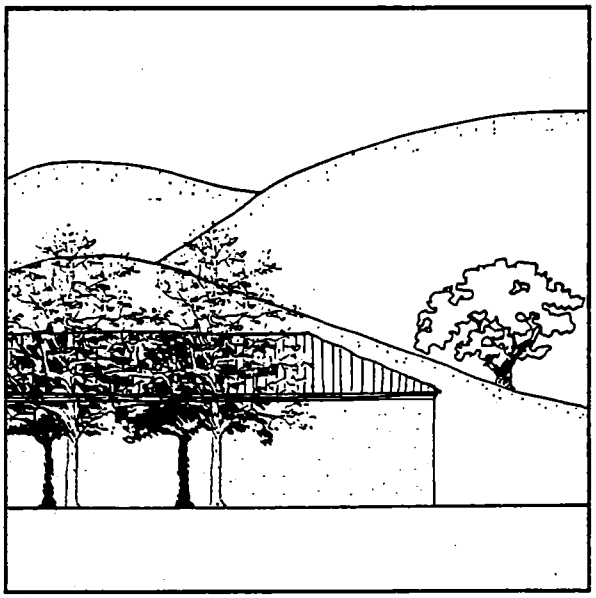

Figure 18.

6. Entrances and exits may be identified and accentuated through the use of tall vertical landscaping. (See Figure 19A & 19B).

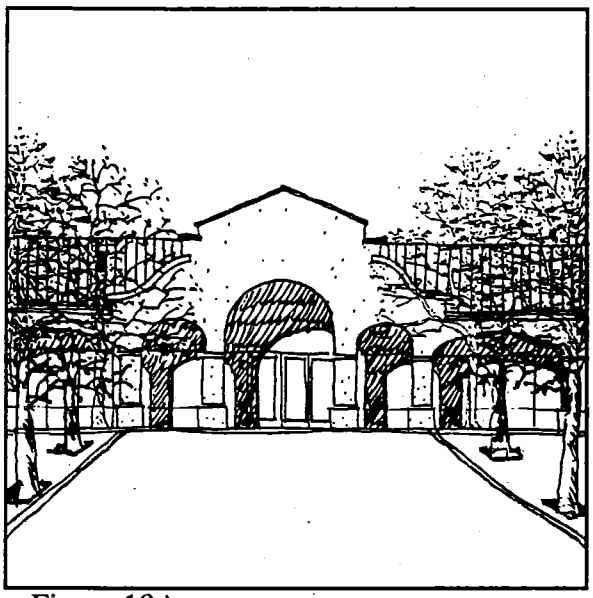

Figure 19A.

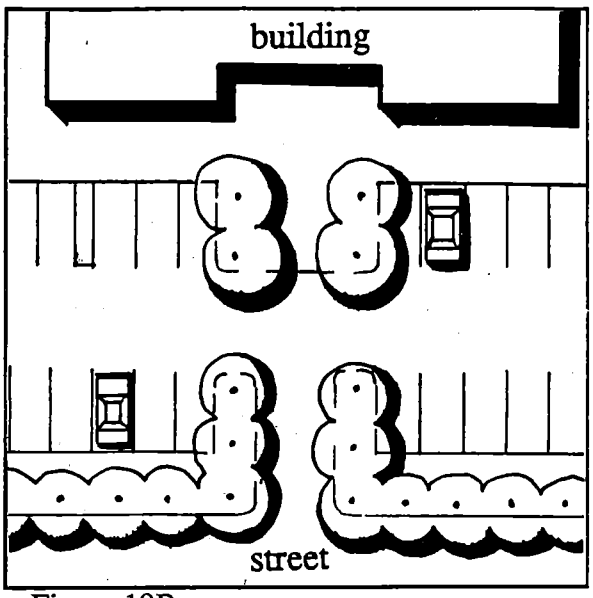

Figure 19B.

7. Raised planters are encouraged to provide outdoor seating and/or eating .

8. Ground cover to control possible erosion on hillside conditions.

d. Concrete or 3 ply redwood bender boards shall be provided to separate turf from ground cover.

e. Provide six inch concrete curb around all landscape planters adjacent to hardscape areas.

III. Building Design

A. Contextual Design

1. Unacceptable Design Elements.
   a. "Trademark" or prototype designs.
   b. Nondescript or boxy buildings without any recognizable architectural character, style or detail. (See Figure 20).
   c. Lighting accentuating or intending to accentuate advertising. (See Figure 20).

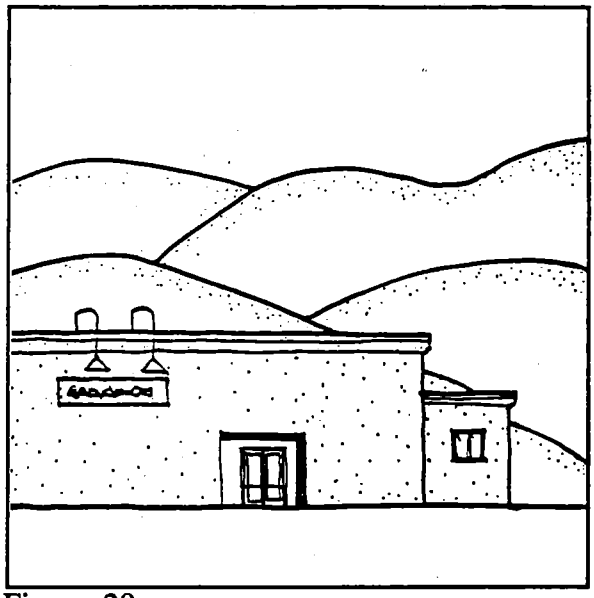

Figure 20.

   d. Lighting not shielded and not arranged to reflect away from adjoining properties.
   e. Architectural elements which are frivolous or contrived .
   f. Untreated chain link fencing and barbed wire.
   g. Bright, shiny or non-textured metal on exterior surfaces; porcelain, plastic or similar surfaces of non-earthen hues. Bright, fluorescent-type or non-earthen tone colors.
   h. Non-earthen tone colors except for possible accents.
   i. Flat roofs without any other mitigating roof line elements.
   j. Plastic or artificial landscaping.
   k. Exposed neon of any type.
   l. Un-screened or un-obscured loading docks and trash and service areas.

2. Buildings and landscaped open spaces should be oriented for maximum benefit of sunlight, circulation and views.

3. Architectural detail
   a. Surface detail, ornament and other elements such as cornices, applied moldings, soffits, reveals, accent bands, gutters, down spouts and light fixtures that provide visual interest, shadow, contrast and color that enrich architectural character are encouraged. Details should be integrated with the overall design concept of the building. (See Figure 21).

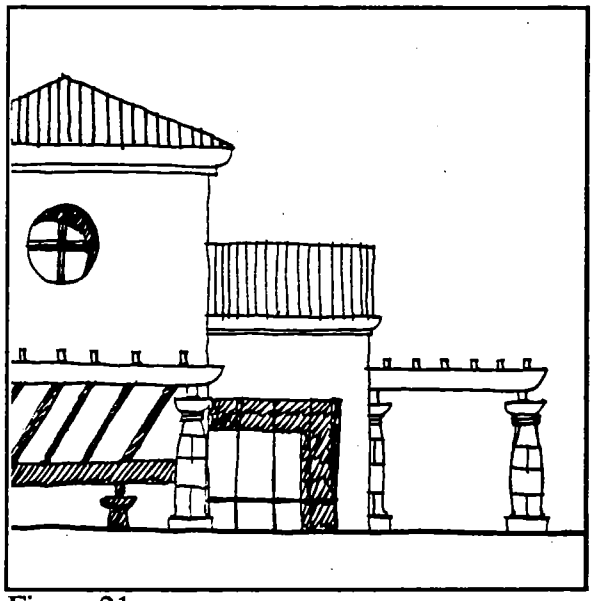

Figure 21.

b. Buildings should clearly articulate and define their parts. Articulate and define main building entrances. (See Figure 22A & 22B).

Figure 22A.

Figure 22B.

c. Buildings shall be designed to provide similar architectural relief and detail to all sides of the building. (See Figure 23A & 23B).

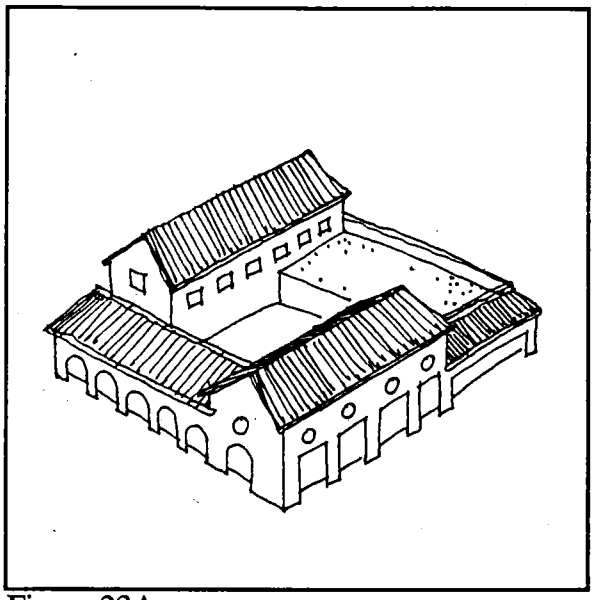

Figure 23A.

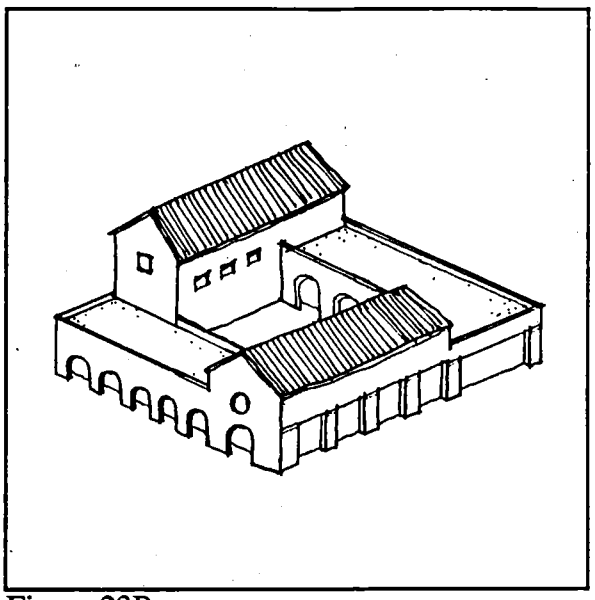

Figure 23B.

B. Building Size and Scale

1. Scale of the details should be appropriate to minimize a building's apparent bulk.

2. The predominant size and scale of surrounding development should help to determine the appropriate scale and size of new structures(See Figure 24A). Large scale buildings should be broken up and articulated since they may look imposing if they are surrounded by structures of smaller size and detail. Such buildings shall be re-scaled accordingly. (See Figures 24A & 24B).

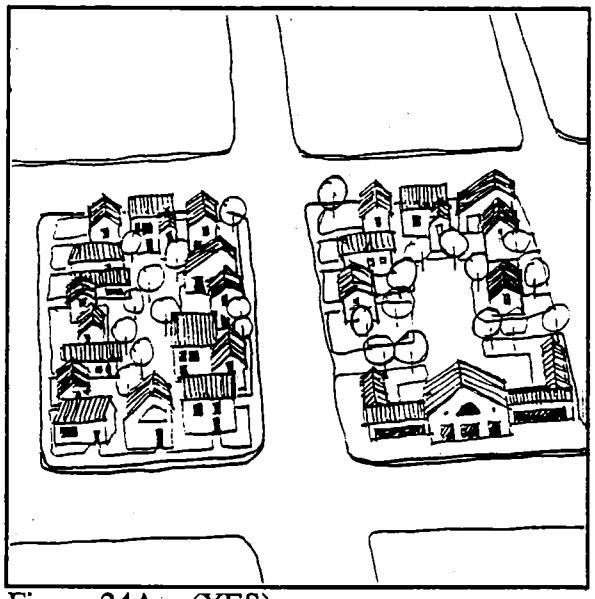

Figure 24A. (YES)

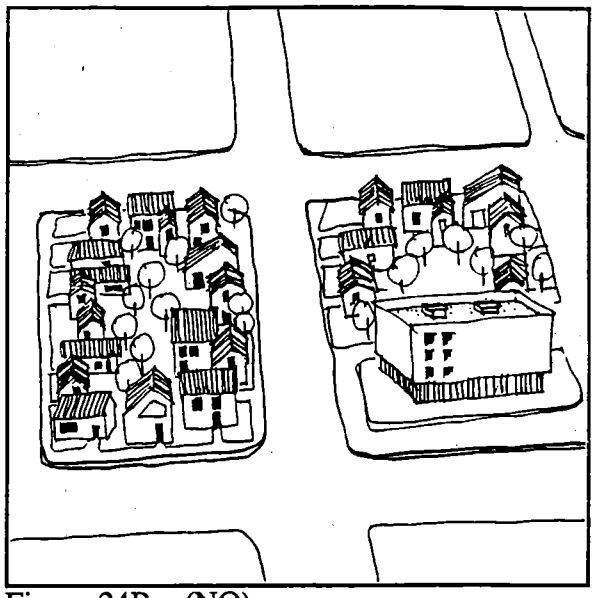

Figure 24B. (NO)

3. Stepping back of second stories and staggering the building footprint is encouraged where appropriate to reduce the scale of a building. (See Figure 25A.)

4. See following illustration for building height measurement on hill-side conditions (See Figure 25B).

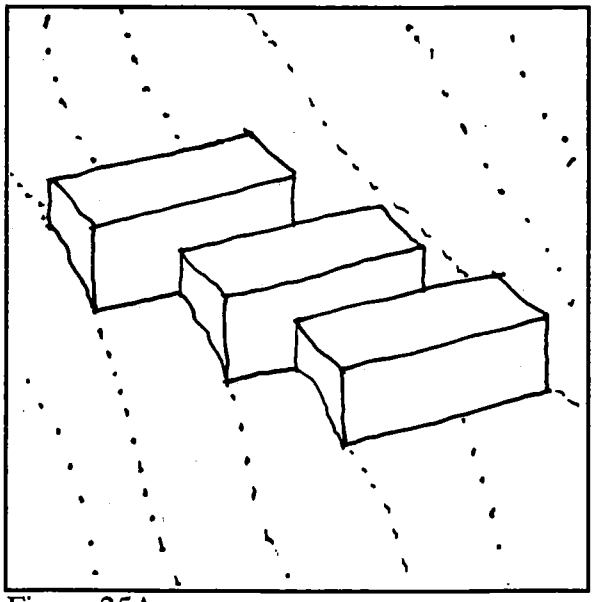

Figure 25A.

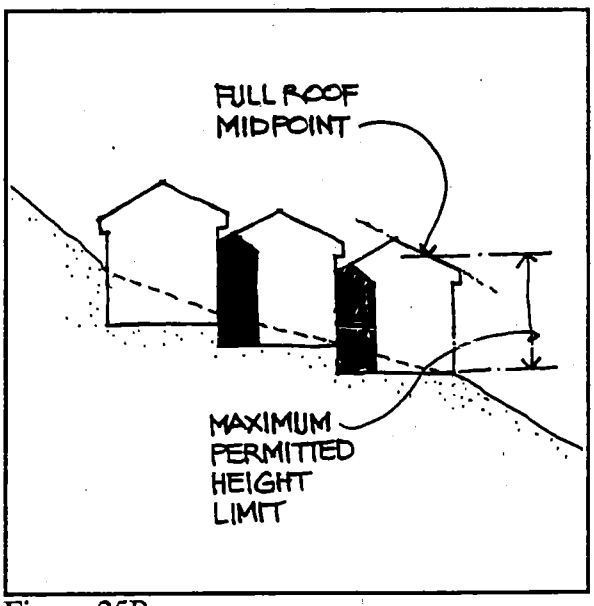

Figure 25B.

5. For buildings with large ground floor foot prints, the following should be considered in order to reduce its scale.
   a. Avoid long blank walls by (See Figure 26A & 26B):
      1. Adding window openings/entrances and other relief.
      2. Providing recessed glazing and storefronts.
      3. Adding vertical pilasters which may reflect internal building structure.
      4. Changing color and texture along wall surface.
      5. Indenting portions of the wall, articulating masses in the facade.
      6. Adding trims, projections, and reveals along different levels of the wall surface.
      7. Articulate building facade by varying the building elements.

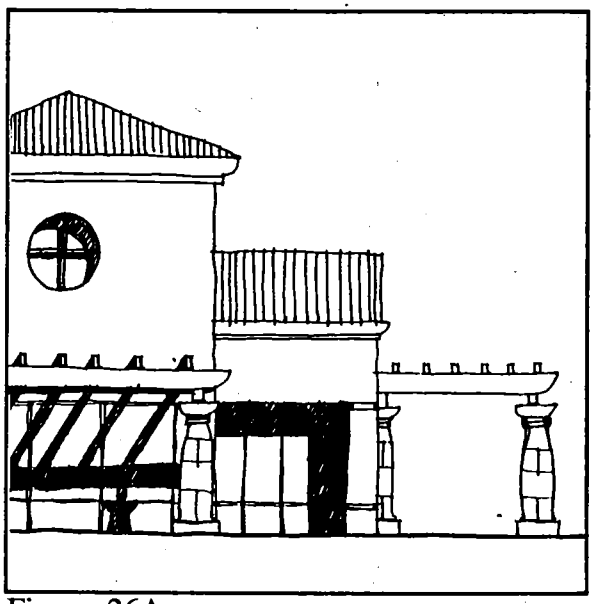

Figure 26A

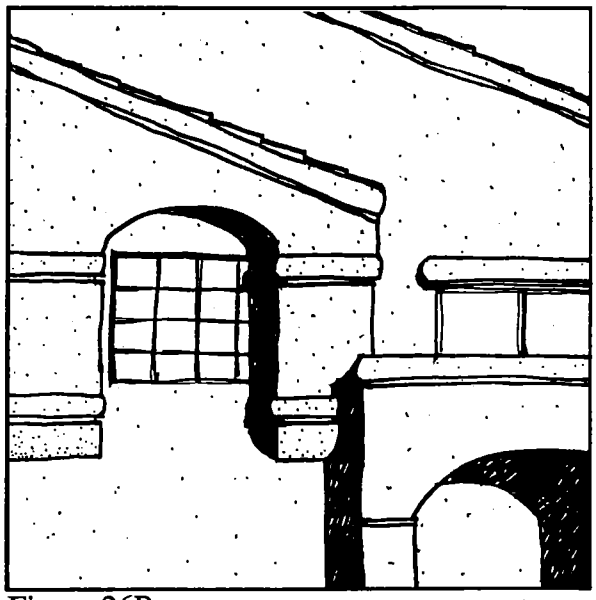

Figure 26B

   b. Minimize the vertical emphasis of architectural design elements by:
      1. Incorporating elements such as horizontal bands, reveals, trims, and overhangs along different levels of the wall surface.
      2. Minimizing use of towers or pilasters over two stories in height.

c. Concentrate detail along and around pedestrian circulation areas and entrances.

d. Vary spacing and distribution of architectural elements and details along building facades.

e. Wall thicknesses should be properly proportioned to avoid buildings with "facade" or "false front" like exterior.

f. Window/storefront distribution and shape can be a significant building scale determinant. (See Figure 27A & 27B).

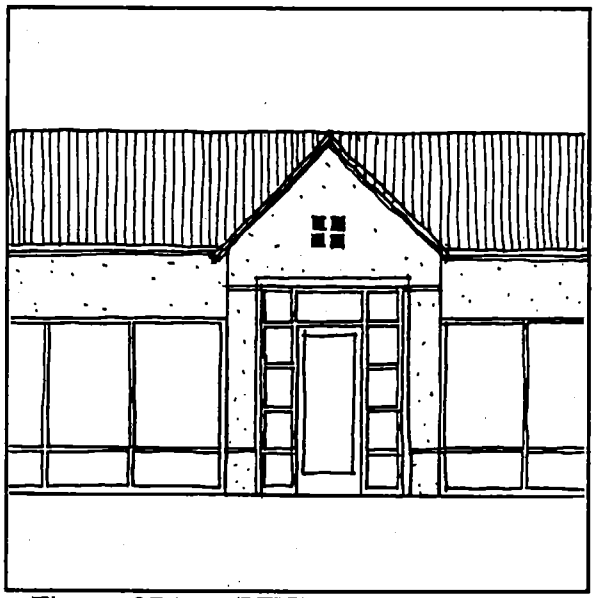

Figure 27A. (YES)

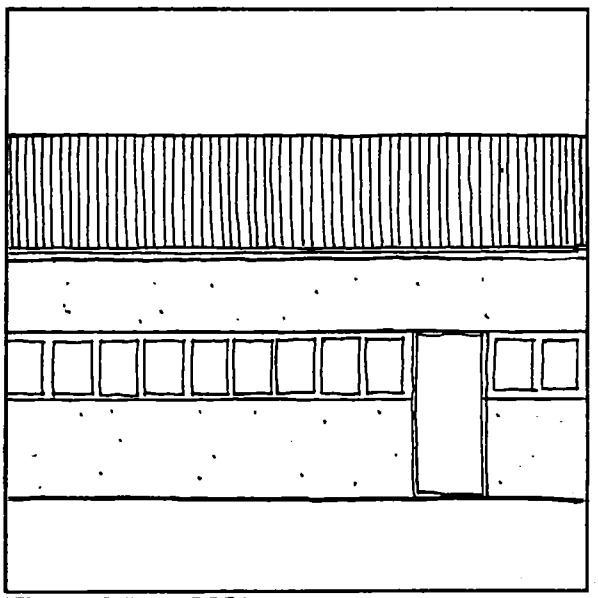

Figure 27B. (NO)
Avoid long horizontal window bands.

C. Building Height

1. The height of a building or group of buildings can have a profound effect on how a community is perceived. The following principles will help mitigate the potential adverse impacts of taller buildings.

   a. Building heights should relate to open spaces to allow maximum solar access and ventilation, protection from prevailing winds, enhance public views of surrounding hillsides and minimize obstruction of view from adjoining structures. The maximum building height per the Zoning Ordinance is 35 feet.

   b. Height and scale of a new development building should be compatible with and enhance the surrounding buildings. The new building should have transition portions so that it will compliment the existing surrounding buildings. These portions can make a step up or down in order to achieve a gradual transition between the building heights. (See Figure 28A & 28B)

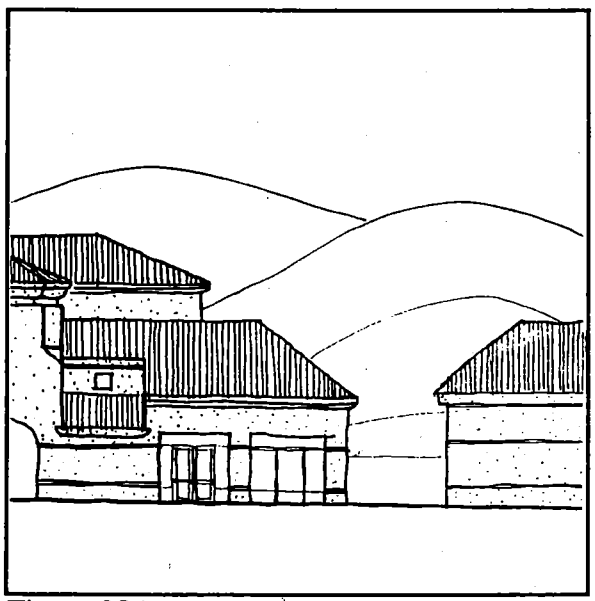

Figure 28A.

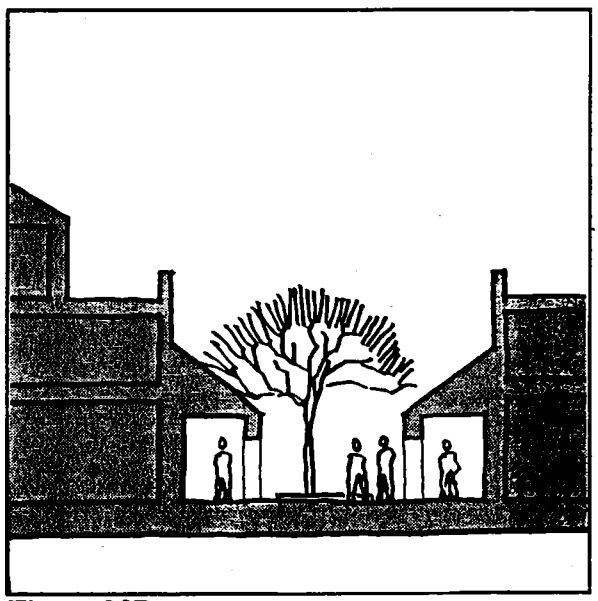

Figure 28B.

c. The use of "pedestal" designs (a building with a significantly smaller first floor area than the second floor area) creates spaces at the ground level for pedestrian oriented design features such as arcades and covered walkways. (See Figure 29).

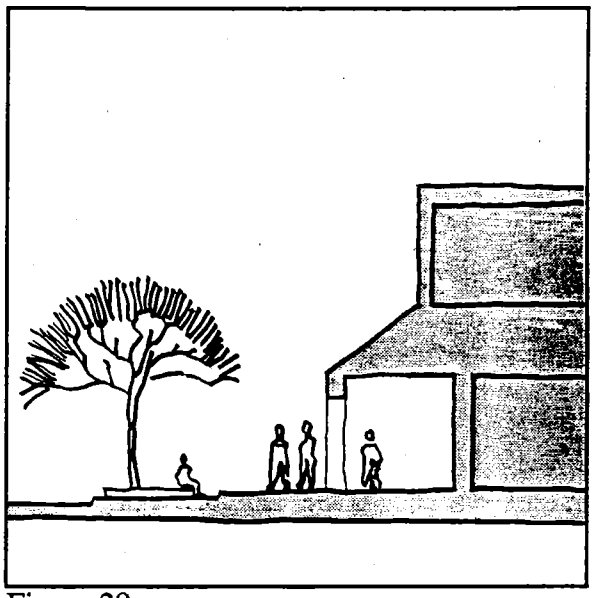

Figure 29.

d. Avoid blank walls at the ground floor level. Utilize windows, wall articulation, arcades, changes in materials or other features to avoid monolithic and blank ground floor walls. (See Figure 30A & 30B).

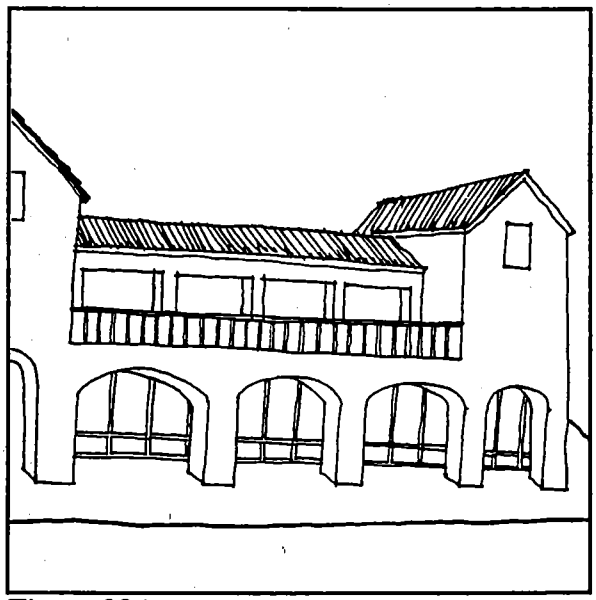

Figure 30A.

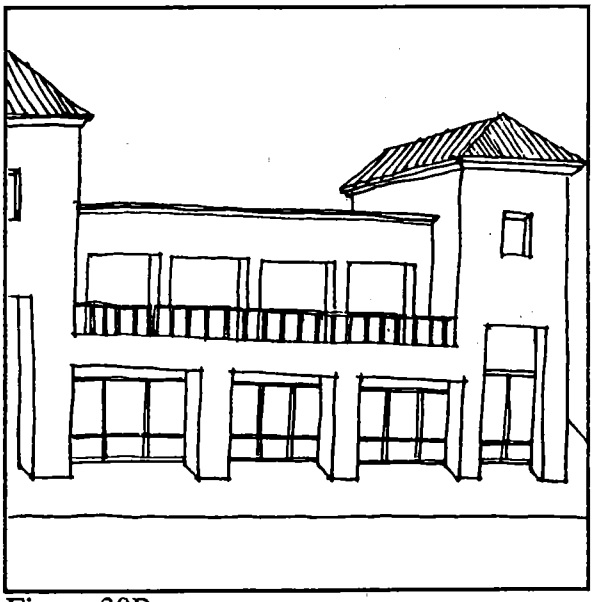

Figure 30B.

D. Building Bulk

1. Poorly articulated and detailed buildings tend to project a character of bulkiness and massiveness. This massiveness of buildings generally should be minimized, especially in parts of the city where residential character is impacted. Buildings should maintain a scale comparable with neighboring residential areas where applicable.
(See Figure 24A & 24B).

2. Building masses which are necessarily of large proportions can be mitigated by elements such as entry courtyards and/ or landscaping designed to focus attention on smaller-scaled elements of the building.

3. Large "boxy" buildings are generally unattractive and discouraged. There are several ways to reduce the appearance of excessive bulk and massiveness in buildings. For example, pergolas can be utilized as transition devices. (See Figure 31A & 31B).

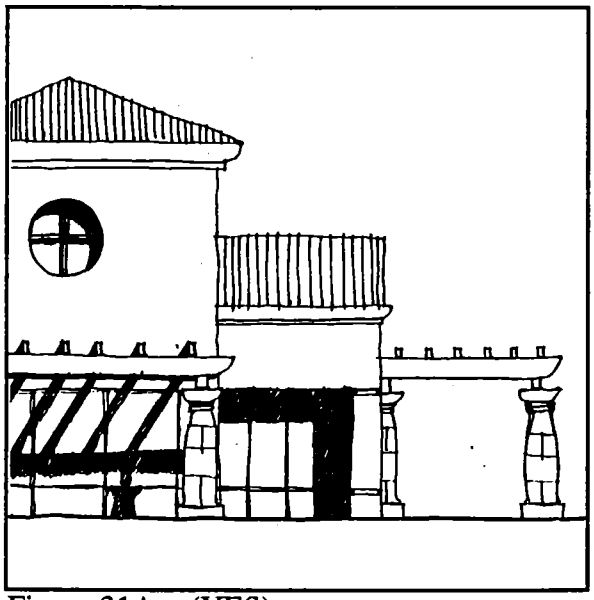

Figure 31A. (YES)

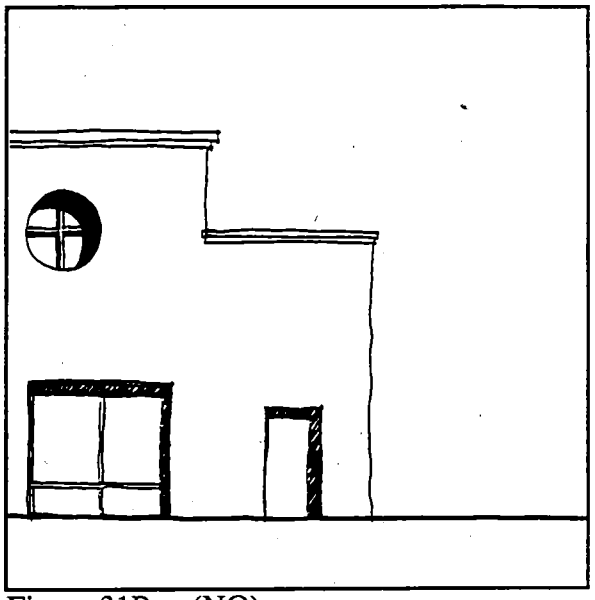

Figure 31B. (NO)

a. Vary the planes of the exterior walls in depth and/or direction.

b. Set back the storefront wall openings to reveal a substantial wall thickness. (See Figure 32A & 32B).

Figure 32A.

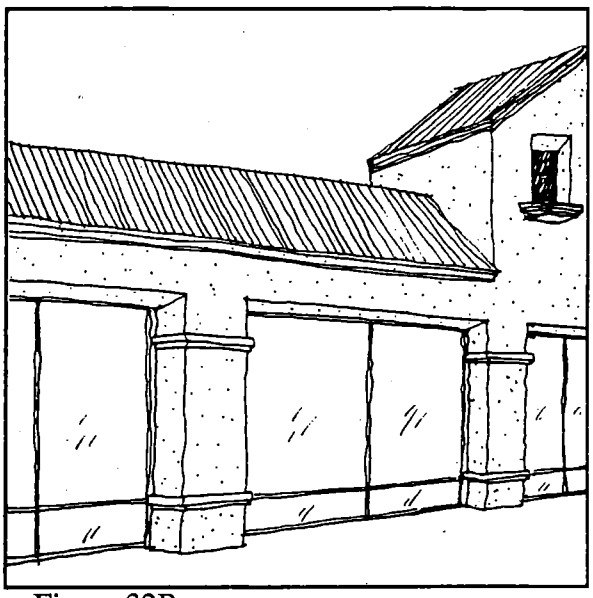

Figure 32B.

c. Vary the height and roof levels of the building so that it appears to be divided into distinct smaller massing elements.

d. Vary and offset roof line profiles along the top of the structure.

e. Articulate the base level of the building to be as pedestrian friendly as possible through the incorporation of amenities such as arcades, porches, trellises, seat walls, planters, etc.

f. Side walls at zero lot line conditions are strongly discouraged. Maintain adequate setback to provide for proper building articulation.

E. Building Materials/Colors

1. Unacceptable Materials.
   a. Highly reflective materials, such as mirrored glass, steel, aluminum, metallic finishes and high gloss tiles should be avoided. The use of wood siding as an exterior material other than as wood trim fascias is discouraged, with the exception of projects located within the Old Agoura Design District.

2. Acceptable Materials.
   a. Primary building surfaces should be of brick, concrete (with fine exposed aggregate or sandblasted finish), or cement plaster. Accent materials and inlays such as tile, marble, granite are also encouraged.

   b. When wood siding is used, the siding and its application must meet the standards of Western Wood Products Association.

   c. If tilt-up concrete construction is used, it shall fully incorporate the recommendations of Section D (Building Bulk) and, in addition, it shall utilize bold reliefs with textured exposed aggregate surfaces or multi-textured surfaces on the exterior wall surfaces. Furthermore, all openings, storefronts and entries shall be recessed a minimum of 24".

3. Restraint should be used in the number of different building materials selected. A simple palette is preferred.

4. Building's colors and materials should harmonize with the surrounding properties, natural colors in order to blend in with the setting. They should incorporate monochromatic color schemes highlighted by limited use of accent colors in the inlays, wall recesses, trims, reveals, etc.

5. Earthen hue colors integral in the material, such as off-whites, ochres, siennas, umbers, beiges, tans, browns, or other similar subdued colors are encouraged. Darker or non-earthen tone colors should be limited to trims, special architectural features or details.

F. Building Support Areas (Storage)

1. Storage areas, trash enclosures and loading docks shall be screened in such manner as to be obscured from the view of surrounding properties and public right of ways. This should be accomplished, first of all, through good site planning and then incorporating one or all of the following: decorative screen wall, dense plantings, depressed ramps.

2. Areas shall also be designed for the collection of recyclable materials in the anticipation of changing state and local recycling legislation regarding the sorting and collection of such materials.

3. Trash enclosures to be designed to incorporate the color, material and detail of building.

G. Exterior Lighting

1. Lighting fixtures shall be designed or selected to be compatible with the architectural style of the project. All lights must be shielded to avoid glare and light spill-over onto adjacent properties and onto public right-of-way areas. All lights must be directed downward, not upward.

2. Roof and side wall lighting on commercial and industrial buildings is prohibited. Proximity to hillside areas, park land, rural or other similar areas will require increased sensitivity to use of exterior lighting. Light levels and fixture placement should be carefully evaluated. Shorter light poles and standards are generally preferable to taller fixtures.

3. Pedestrian pathways, plazas and courtyards should be illuminated with appropriate lighting fixtures carefully designed, selected and placed to provide proper illumination and design character.

4. Landscape illumination shall be done with low level, unobtrusive fixtures and limited to significant landscape resources such as oak trees, existing mature trees, etc.

5. Parking lot lighting shall be designed or selected to compliment the architecture of the building, and provide the minimum safe lighting levels.

H. Mechanical Equipment Screening/Roof Design

1. Roof design elements should be applied equally around all sides of the building. Line-of-sight studies are required in order to determine potential visual access to roof mounted equipment from adjoining properties or public right of ways. The following principles should be incorporated where appropriate:
   a. Provide a combination of pitched and flat roof elements, with overhangs, which respond to solar orientation.

   b. Partial mansard roofs are prohibited. Full roofs are strongly encouraged. (See Figure 33A & 33B).

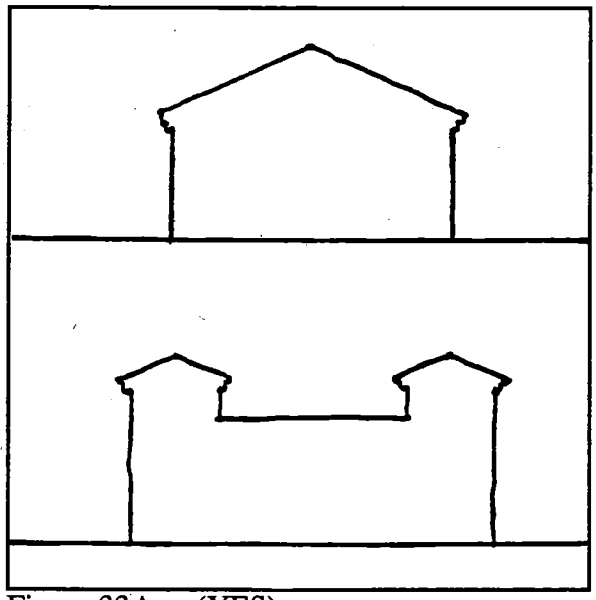

Figure 33A . (YES)

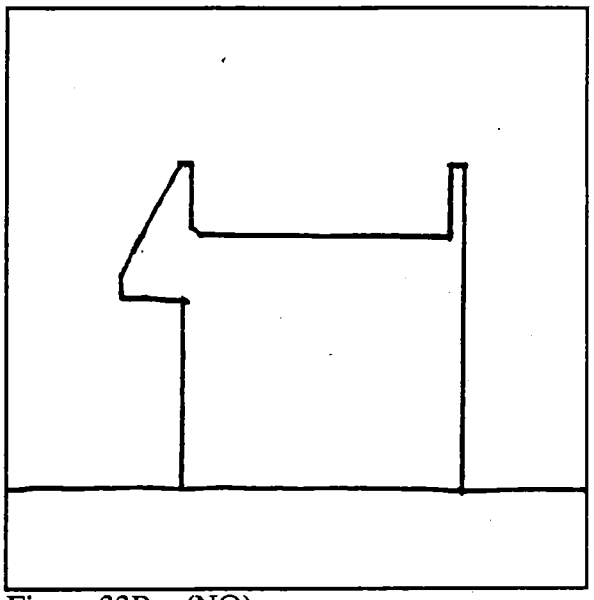

Figure 33B. (NO)

   c. Flat roof sections shall be covered with a color-coordinated crushed rock or other material to match the color of the roof material itself or adjacent walls.

d. All roof mounted equipment and appurtenances must be placed so as to be totally obscured from view. If roof mounted equipment is unavoidable, any roof structure used to screen equipment must be made an integral part of the roof design and shall be shown on all elevations submitted for Planning Commission and Council review. (See Figure 34).

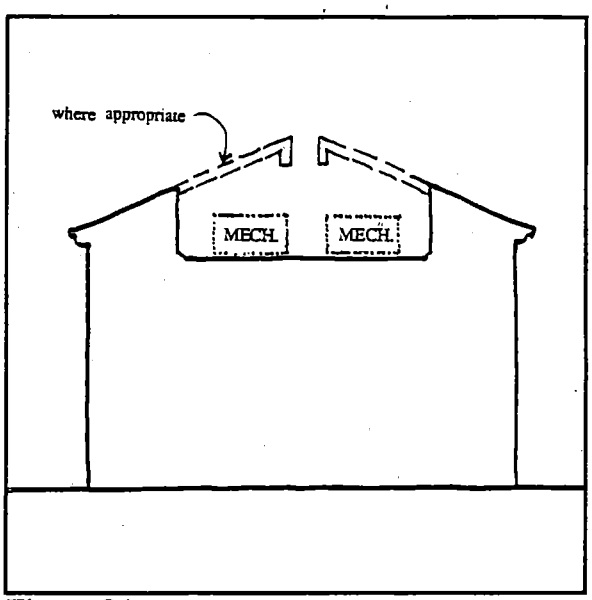

Figure 34.

e. Tile roofing materials are encouraged and should be consistent with the majority of existing tile roof treatments in the City. Roof treatments should be chosen with the intent of achieving compatibility with the roof treatments of adjacent properties, providing adjacent roof treatments are in accordance with the City standards.

f. Roofing materials other than clay and/or concrete roof tile may be appropriate in situations where a building is designed on a hillsides or other unique topography. This will potentially reduce the visual intrusion and contrast of the new structure to its surroundings.

g. Exterior roof access ladders are expressly prohibited. Instead access to the roof shall be provided from within the building.

h. Composition, cedar shake and metallic roofs are discouraged.

IV. Human Equation

A. Building Design

Provide design elements which invite participation of pedestrians/building occupants in the building and its site.

1. Adequate outdoor seating/gathering places for employees and others such as atriums, plazas, courtyards, picnic benches, fountains and Art in Public Places per Section 9659 to 9657.3 of Zoning Ordinance.

2. Provide pedestrian links between buildings on same site and from parking areas.

3. Where appropriate, provide pedestrian paths between adjacent sites.

V. Administration Procedures/Summary

Figure 35 outlines the typical steps involved in the Agoura Hills development application procedures. The pre-application process is optional but highly recommended for all large projects. This process affords the opportunity for the applicant to obtain input from staff and the ARB on the project prior to submitting the official application.

It is also recommended that for large or controversial projects, that the applicant conduct community meetings with the neighbors prior to making application with the City.

The Architectural Review Board is not a discretionary decision making body. It's role is to provide professional design recommendations to the Planning Commission and City Council. Nonetheless, the ARB's recommendations are highly valued by the Commission and Council. Thus it would behoove the applicant to obtain a favorable recommendation by the ARB on a project.

Attached for convenience are sections of the Agoura Hills Zoning Ordinance relative to signs and parking. Applicants are encouraged to consult the Planning Staff and/or review all pertinent sections of the Zoning Ordinance and General Plan prior to commencement of schematic design.

If a conflict arises between the Zoning Ordinance and the standards contained herein, the Director of Planning and Community Development shall render a decision as to what document's standards shall govern. The Director of Planning and Community Development shall also be responsible for making interpretations of the standards.

DEVELOPMENT APPLICATION FLOW CHART

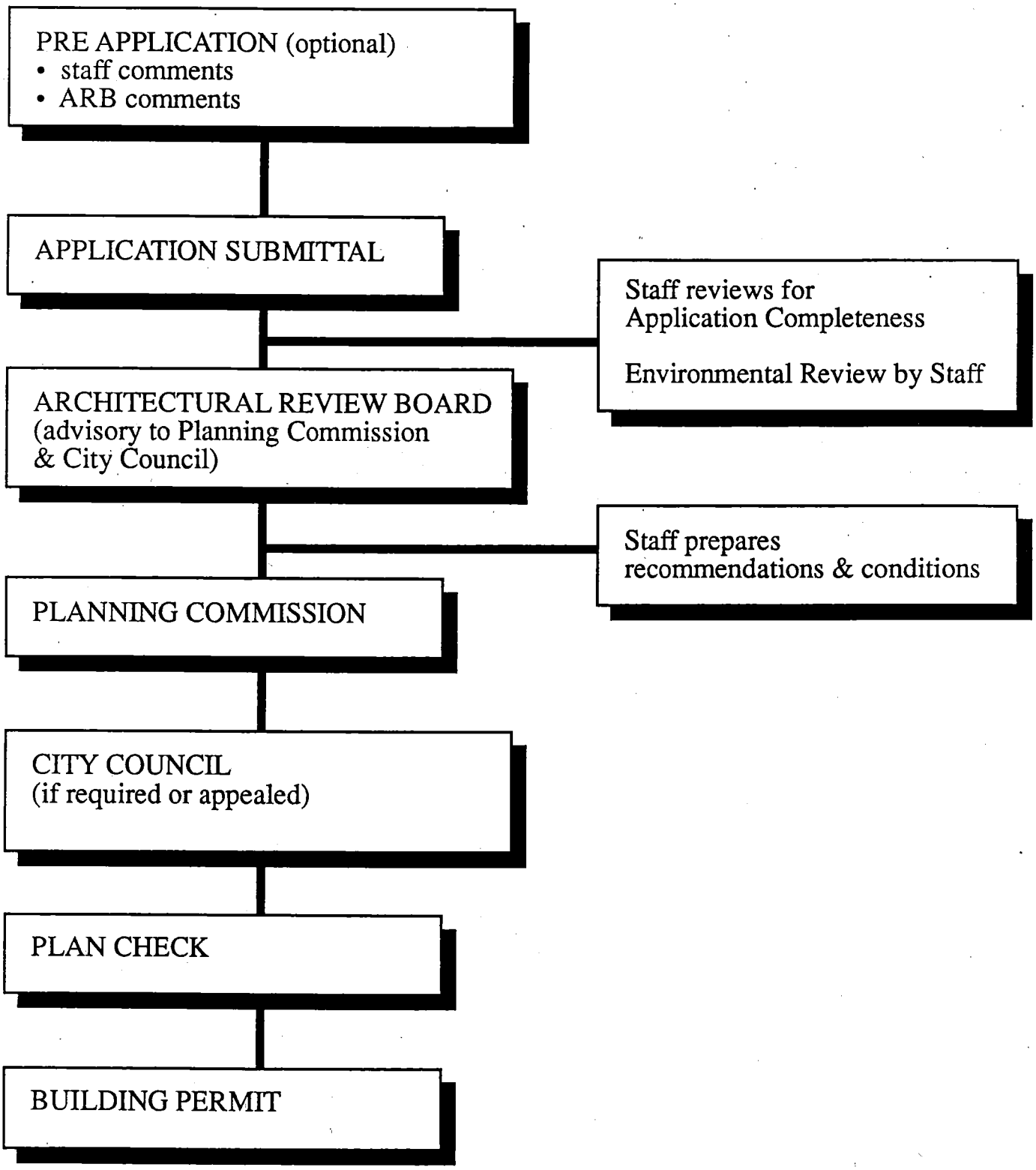

Figure 35.