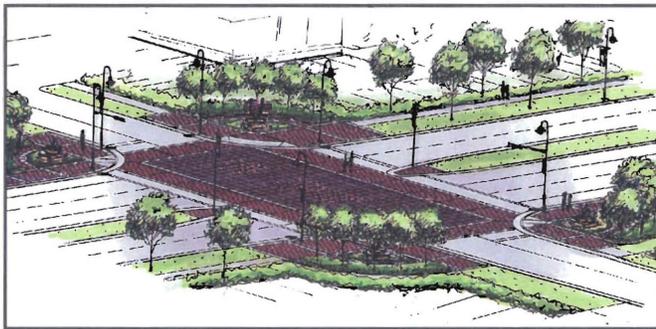
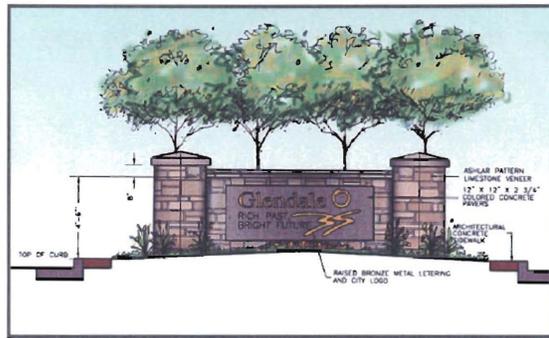


CITY OF GLENDALE

**Silver Spring Drive**  
**B-3 Commercial District**  
**Zoning Ordinance and Design Guidelines**



DEVELOPED BY:  
City of Glendale  
Community Development Authority  
and

**HNTB**



**Table of Contents**

INTENT.....1

PERMITTED USES.....1

CONDITIONAL USES.....1

PROHIBITED USES .....1

REQUIRED CONDITIONAL USE APPLICATION MATERIALS.....2

SITE REQUIREMENTS.....3

DESIGN GUIDELINES FOR PRIVATE DEVELOPMENT .....3

**Intent .....3**

**Setbacks .....4**

**Architecture.....4**

        Architectural Style           4

        Building Orientation         4

        Building Height             5

        Building Materials and Colors   5

        Acceptable Building Materials   5

        Exterior Walls               5

        Roofing                       6

        Windows and Door Frames       6

**Exterior Lighting .....6**

        Exterior Light Fixtures       7

**Signage .....7**

        Monument Signs             8

        Wall Signs                   8

        Directional Signs           8

**Vehicular Entrances, Parking and Loading.....8**

**Visual Screening.....9**

**Fencing.....10**

**Landscaping.....10**

APPENDIX A: RECOMMENDED ARCHITECTURAL CHARACTER .....	12
APPENDIX B: RECOMMENDED COLOR SCHEMES AND MATERIALS.....	16
APPENDIX C.....	20



### **B-3 SILVER SPRING DRIVE COMMERCIAL DISTRICT**

#### **(a) Intent**

The intent of the B-3 District is to provide appropriate zoning for the properties along that portion of Silver Spring Drive located in the City of Glendale from its corporate boundary on the west to N. Green Bay Avenue on the east. The City has determined that the redevelopment of this corridor, which serves as the principal entry to the City, is important to the protection of the health, safety and general welfare of the City. It is intended that this zoning district only be used in the area specified herein and not be imposed on any other area of the City.

#### **(b) Permitted Uses**

Due to the special importance of this area to the City, no uses are permitted by right within the boundaries of this district.

#### **(c) Conditional Uses**

The following uses are permitted within the B-3 District upon issuance of a Conditional Use permit by the City under the procedures specified in sections 13-1-60 through 13-1-71 of this ordinance.

1. Professional and administrative offices.
2. Banks and financial institutions.
3. General corporate headquarters offices.
4. Medical and dental offices.
5. Research establishments.
6. Sales offices.
7. Office services and supplies, including employment agencies, blueprinting, duplicating and similar functions.
8. Real estate, insurance, financial or tax consulting offices.
9. Studios for photography, painting, music, sculpture, dance or other recognized fine arts.
10. Restaurants: seated dining, full waiting service, (no drive-through service)
11. Multi-family residences.
12. Any other use found to be a similar use by the Community Development Authority upon review of application.

#### **(d) Prohibited Uses**

Prohibited uses include all uses prohibited in the B-1, B-2, B-4, and M-1 Zoning Districts which are in conflict with subsection (c) above.

**(e) Required Conditional Use Application Materials**

Any proposed development within the Silver Spring Drive Commercial District requires the submittal materials and plans for review and approval as a Conditional Use per Article E of the Zoning Code. Proposed plans will be reviewed by the members of the Glendale Community Development Authority (CDA). The approval or denial of proposed development by the CDA will be made according to conformance to the intention of these guidelines.

Required Conditional Use application materials shall be as indicated SEC. 13-1-63. The following plans are required in addition to those listed in SEC. 13-1-63:

- Site Improvement Plan at 1" = 10' scale including the information required under SEC. 13-1-63 (b) plus the following: the number and location of standard and disabled parking stalls, and disabled access routes.
- Architectural plans prepared by a registered architect shall include:
  - Floor Plans for each story at 1/8" = 1' - 0" scale.
  - Roof plan indicating any mechanical equipment at 1/8" = 1' - 0" scale.
  - Colored Exterior Elevations of all exterior building surfaces and screening walls clearly indicating and annotating all building elements, material types, colors and textures. Exterior Elevations should be submitted at a scale of 1/4" = 1' - 0". Building exterior elevations should include signage, light fixtures, fencing, free standing signage and accurate exterior finished grade.
  - A Materials Sample Board depicting samples of all proposed exterior materials and colors should accompany the architectural elevations.
  - Exterior Lighting Plan at 1/8" = 1' - 0" scale which identifies all exterior lighting fixtures, either mounted on the building or free-standing, along with dispersion pattern and lamp type and wattage.
  - Colored Landscape Plan at 1/8" = 1' - 0" scale of the entire site, which indicates the location, quantity, common name, botanical name, size when planted, root condition of all plants and sod or seeded lawn areas. Any existing trees should be accurately located and the species and size indicated. The landscape plan should also clearly indicate:
    - \* The Total Area of the site in acres.
    - \* The Landscaped Area in acres and square feet.
    - \* Percent of site landscaped (does not include building, paved areas, or non-living ground cover).

The Landscape Plan should be prepared by a registered landscape architect.

**(f) Site Requirements**

Site requirements related to height, density, setbacks and parking shall be determined by recommendation of the Community Development Authority, on a case-by-case basis, according to the intent of the design guidelines of the Silver Spring Business District.

**(g) Design Guidelines for Private Development**

**(1) Intent**

The City of Glendale believed that the Design Guidelines for Private Development are the single most important mechanism to be used in the successful redevelopment of the Silver Spring Drive Commercial District. They provide the primary means to insure that new development is of the highest quality, aesthetically, functionally, and economically. The Design Guidelines have been drafted with the following objectives in mind:

- To create a “street and pedestrian friendly” environment.
- To create a unified and harmonious architectural image.
- To project an image of quality, progress and economic vitality.
- To blend and harmonize new development with existing development.
- To provide attractive views to new development from the street and adjacent properties.
- To achieve safe and efficient vehicular and pedestrian movement in and out of the public right-of-way.

It is also the intention of these guidelines to maintain enough flexibility so as to not restrict architectural creativity. They describe a general level of quality in and construction to be incorporated by designers into proposed site, landscape and architectural plans.

To aid architects, these guidelines describe a “family” of materials and colors which are recommended for use in proposed building designs. The recommended colors and materials can be arranged into an infinite number of architectural compositions, while maintaining a visual harmony and continuity within the business district. To further communicate the desired architectural character and level or quality, a collection of photographs has been provided (See Appendix A). These photos are of buildings which are of a similar architectural character as envisioned from the Silver Spring Drive Business District. It is not intended that the photos illustrate conformance in every aspect, but to suggest a general flavor and standard of quality.

The Design Guidelines also address the issue of site planning. A prototypical site plan has been provided to illustrate a suggested arrangement of site elements and intensity of landscaping. Site planners and landscape architects proposing site plans for individual sites would, of course, tailor the prototypical site plan to the individual requirements of the site. Again, the intent is to describe a general layout of site elements and level of quality in site improvements, while allowing design creativity.

## **(2) Setbacks**

Setbacks in this district are to be recommended by the Community Development Authority as part of its site plan review.

Recommended Minimum Front Yard Setback: fifteen (15) feet.

Recommended Minimum Side Yard Setbacks: fifteen (15) feet.

Recommended Minimum Rear Yard Setback: fifteen (15) feet.

It is intended that developments be situated toward the front of the lot and as far from adjacent residential uses as possible. In the case of a building on a corner, the standards governing front yards shall apply to side yards on a street frontage.

## **(3) Architecture**

### Architectural Style:

The recommended architectural style for proposed buildings should be a contemporary expression of traditional architectural forms and materials. Architectural designs should strive to create a unified and harmonious visual character throughout the district, which blends with adjacent structures and the streetscape. Plans for all proposed buildings shall be prepared by a licensed architect.

### Building Orientation:

It is the intent of the City that new buildings located within the B-3 District will reflect the urban nature of the Silver Spring corridor. To create a "street and pedestrian friendly" environment, buildings should front on Silver Spring Drive with primary architectural elements and entry on that façade. In addition to the primary pedestrian entrance from Silver Spring Drive, entrances on the sides or rear of the building would be allowed to provide pedestrian access to and from parking areas. These additional entrances should be less dominant visually than the entrance fronting on Silver Spring Drive.

Building Height:

Buildings will be of a size and height consistent with an urban business district. It is expected that most buildings along this corridor will be two stories in height, although higher buildings can be constructed with the consent of the Community Development Authority.

Building Materials and Colors:

Building materials and color schemes for structures in this district should be selected to create a unified and harmonious visual character. Building exterior materials and color schemes should match the suggested materials and colors described in the following section and illustrated in Appendix B. A material and color sample board is available through the City Planning Department.

A materials board depicting samples of all proposed exterior materials and colors should accompany the architectural elevations submitted for approval. Following their review the Community Development Authority will rule on the acceptance of the proposed materials for each application. The following guidelines are meant to show examples of the type of materials suggested for building design and construction.

Acceptable Building Materials:

Architects are encouraged to use the following building materials individually or in combination.

*Exterior Walls:*

- Standard modular clay brick (4" x 2 2/3" x 8" nominal): A minimum of 70% (by area) of each exterior wall elevations shall be clay brick matching or similar to the recommended sample. A contrasting color of clay brick may be used as accent bands.
- Lannon stone/limestone: Decorative accent or facing material. A maximum of 30% (by area) of each exterior wall elevation may be limestone stone matching or similar to the recommended sample.
- Architectural pre-cast concrete may be used as lintels, wall accent band, cornice or base elements. A maximum of 30% (by area) of each exterior wall elevation may be architectural pre-cast concrete matching or similar to the recommended sample.
- Stucco or EIFS (Exterior Insulation Finish Systems) – High impact durability: Use of EIFS limited to second story and above. A maximum of 30% (by area) of each exterior wall elevation may be stucco or EIFS matching or similar to the recommended sample.

*Roofing:*

- Standing seam metal roofing.
- Asphalt ‘architectural’ grade shingles: High texture and thickness (300 lb. minimum).
- Dormers may be used in a second story as skylights for first-floor businesses.
- All roof material colors should be complementary to the exterior wall materials and should be selected from the recommended color palette.

*Windows and Door Frames:*

- Windows should be architectural grade window systems (Anderson, Pella, Maruin, etc), with a metal or vinyl clad exterior and wood or aluminum interior. Door Frames shall match windows in material, finish and color.
- Building windows may be clear, tinted green or tinted bronze but shall not be mirrored. Tinting should not exceed 30% opacity.
- A minimum of 25% of the building façade (by area) facing Silver Spring Drive should be windows. IN the event that use of the building restricts the use of windows on the front elevation, spandrel (faux) windows should be placed so as to create the impression of the building being oriented to Silver Spring Drive.

**(4) Exterior Lighting**

The illumination of building facades, identifications signs, and trees (uplighting) is encouraged after dark. All exterior light fixtures shall have cut-off shielding that reflects light away from the street and adjacent properties. Light distribution should not spill over between adjacent parcels except in shared parking areas.

Exterior light fixtures should match building window trim in finish and color and should complement the architectural style of the building. The use of neon, colored light bulbs or low pressure sodium lamps is prohibited for all exterior lighting.

All exterior lighting should be presented in a lighting plan which identifies all exterior lighting fixtures, either mounted on the building or free-standing, along with dispersion pattern and intensity of light.

*Exterior Light Fixtures:*

- Façade and building mounted area lighting should match or complement window and door trims in finish, color and style.
- Pole-mounted area/parking lot lighting should not exceed 15 feet in height and should match or complement the style and color decorative streetlight poles and fixtures located on Silver Spring Drive.
- Display window lighting light source shall not be visible from the building's exterior.

**(5) Signage**

Signs are a necessary part of any business district. In addition to the vital function of identifying each business, signs also contribute to the image of the individual business as well as the district as a whole. Signs play an important role in creating the visual character of the district and have the ability to enhance image of the area or detract from it. Visual clutter is often the result of uncontrolled signage. Business signs should accent the building and function as part of the overall composition of the building. A good sign should express a simple, clear, and legible message.

Signage within the B-3 District shall conform to Section 15 of the Glendale Code of Ordinances and as recommended herein. The more stringent of the two requirements shall apply. Signs on each property shall be limited to business identification signs and directional signs. Use of moveable, channel type letters is prohibited.

Individual business centers will be permitted either a wall sign or a monument sign. (See Section 15 of the Glendale Code of Ordinances for the sign definitions.) Multi-tenant centers with three (3) or more tenants will be permitted a monument sign to identify the name of the multi-tenant center or building. Such signs shall not contain the names of tenants or occupants of the center. Tenants of multi-tenant center with exterior entrances will be permitted a wall sign. Signage should be incorporated into the façade of building, preferably built into the façade. Sign typeface should not be overbearing to the scale of the building.

All sign lighting shall be ground mounted or have internally illuminated lettering and graphic (such as a logo) on an opaque background. The sign background should match or complement building window trim in finish and color and should complement the architectural style of the building. Internally illuminated plastic or glass panels, neon, and other special lighting techniques are subject to Community Development Authority approval on a case-by-case basis. Flashing and rolling lights and electronic message boards are not permitted.

*Monument Signs:*

- Signs must be located between the front property line and the front face of the building.
- Signs must be setback five (5) feet from the front property line.
- A monument sign may be double-faced. The area of each sign face should be a maximum area of eighty (80) square feet and a maximum height of ten (10) feet measured from the base of the sign. The width should be a minimum of six (6) inches.
- Monument signs must be placed on a solid base constructed of the principal materials used in the exterior elevations of the building.

*Wall Signs:*

- Wall signs must be located on the façade of the building. Signs located on the façade shall be mounted parallel to the face of the façade. Signs extending perpendicular or at an angle from the building façade are not permitted.
- The area of each sign face shall be computed as .8 square foot times the lineal front foot of the building, to a maximum of one hundred (100) square feet.

*Directional Signs:*

- Directional signs shall be a post and panel system and shall be limited to six square feet in size and five feet in height above the finished grade.
- Not more than one sign shall be provided at each access drive.

Billboards, sandwich board signs and banners are not permitted as a form of display sign or advertising. An approved permit must be obtained for the use of temporary signs. Permits may be obtained from the City Planning Department and are valid for 30 days. All sign designs must be submitted to the City Plan Commission for approval prior to construction.

**(6) Vehicular Entrances, Parking and Loading**

Providing customer parking and access for loading and service is a necessity for any business. It is not, however, the prime objective of the business. Parking is a support service and should be treated as such. It should be as unobtrusive as possible and easily accessible. Parking lots more than one aisle deep or wide shall be designed to include landscaped islands. Screen requirements for parking lots are found in Section (7) below. Recommended parking lot layouts and screening are illustrated in Appendix C, Exhibit A- Recommended Site Improvement Plan. This plan is intended to illustrate several recommended site plan options and the general level of landscape improvements.

See **Sec. 13-1-92 of the Glendale Zoning Ordinance** for parking requirements for each particular land use in the B-3 District.

All parking areas shall be surfaced with a dustless all-weather material such as concrete or asphalt. All surface parking is to be located at the rear or to the side of the structure it serves, not extending toward the street past the front of the building. Loading areas shall be located at the rear of the building.

Individual buildings shall be limited to a single, 24-foot-wide vehicular entrance on Silver Spring Drive. Entries may be shared between two buildings if they are connected by an aisle allowing movement between the parking areas. A secondary entrance at the rear of the parking area, or on a side street is encouraged.

#### **(7) Visual Screening**

Visual screening allows incompatible land uses such as sidewalks and parking lots or commercial business and residential homes to co-exist by lessening the visual impact and providing a physical barrier between uses. The visual screening of various conditions are illustrated in Appendix C, Exhibits A-E.

Screening, when required, shall consist of masonry walls, densely planted hedges, planted earthen berms, and combinations of the aforementioned where appropriate. Earth berms shall not exceed a slope of 33% (3:1) for lawn areas. Berms planted with ground covers and shrubs shall not exceed a slope of 50% (2:1). Berms should be graded to appear as smooth, rounded, naturalistic forms.

Incompatible land uses on adjacent properties shall be separated by a minimum of an eight-foot wide landscape strip containing a three-foot high screen wall or planting of vertical evergreen shrubs planted a maximum of five (5) feet apart.

In areas adjacent to residential developments, a three (3) foot high masonry wall, matching the building exterior wall or landscaped berm should be constructed. In addition, a continuous row of three (3) foot high upright deciduous trees placed at a minimum of one (1) tree per ten (10) shrubs spaced a maximum of fifty (50) feet apart. At least 50% of the shrubs shall be evergreen. Shrubs shall be a minimum of five (50) feet high at time of planting.

All surface parking is to be visually screened from the roadway and adjacent residential developments by the means illustrated in Exhibits B-E, Parking Area Screening Options. The masonry screening walls should be a minimum of three feet above the existing elevation at the property line and be constructed of materials matching the building's exterior walls.

All loading and utility areas, including dumpsters and trash bins, shall be screened from public view with a solid masonry wall matching the building. The screen shall be at least one foot higher than the top of the dumpster or similar receptacle. Loading areas shall be screened from view from adjacent properties. The appropriate screening method will depend on the extent and layout of loading areas and shall be approved by the Community Development Authority.

The owners and tenants of affected properties in the B-3 District shall be jointly responsible for the maintenance of all landscaping which shall be kept in good condition so as to present a healthy, neat and orderly appearance. No plant material shall be allowed to encroach on rights-of-way and easements to the extent that motorists' or pedestrians' vision of vehicular traffic is impeded.

The owners and tenants of properties adjacent to landscaped easements shall be responsible for general maintenance of that portion of the easement. Maintenance shall include; mowing, weeding, pruning and general clean up. The City shall be responsible for pruning located within the right-of-way.

#### **(8) Fencing**

Fencing when required for safety or security should be ornamental metal with masonry pilasters matching the building exterior. Fencing should match or compliment the architecture of the building in style and color. Fencing shall not be located within the front yard setback or in easements. No wood fencing is allowed.

Maximum fence height shall be limited to five (5) feet.

All fences shall be maintained in good condition.

#### **(9) Landscaping**

All development shall devote a minimum of 20% of the site area to landscaping. Landscape plans should be prepared by a licensed landscape architect. Appendix C, Exhibit A illustrates the general intent of the landscape improvements recommended in this section.

The minimum size of each landscape area shall not be less than one hundred square feet. The required quantity and size of plant material is as follows: A minimum of one large canopy tree shall be required for every two thousand (2000) square feet of landscaped area. A minimum of one evergreen or deciduous shrub shall be required for every seventy five (75) square feet of landscaped area. The placement of these plant materials should be determined by the Landscape Architect.

An eight-foot wide minimum planting buffer shall be planted on all sides of the property, except at pedestrian and vehicular entrances. The minimum sizes for plant materials at the time of planting are 2½' caliper for deciduous trees and 6' (height) for evergreen trees.

Evergreen shrubs and deciduous shrubs should be a minimum of 24" (height / spread) when planted. The sizes of plant materials shall conform to the American Standard For Nursery Stock (ANSI, Z60.1-1990). The use of terra cotta color planters near building entrances is encouraged. Planters should be at least 24 inches in diameter and should be planted with mixed seasonal plantings in the warm season and pine boughs in the winter months. Plantings should be watered and maintained in good condition.

**APPENDIX A**

Recommended Architectural Character

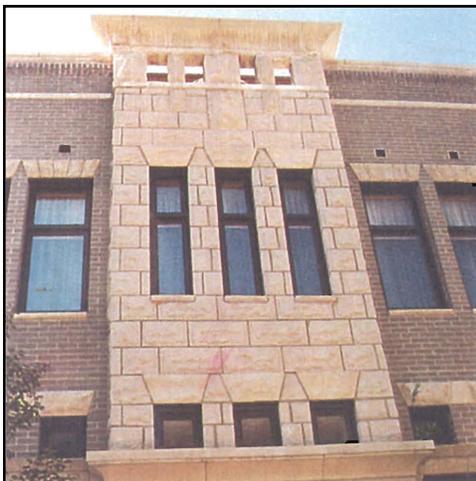
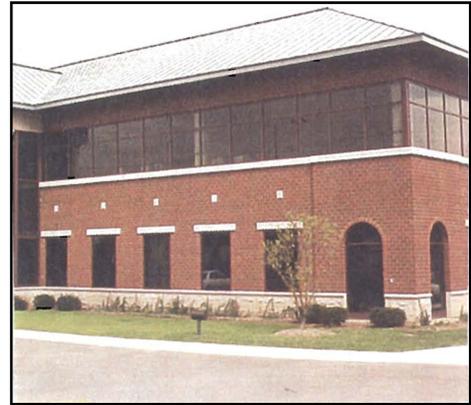
**Recommended Architectural Character**

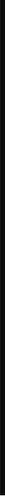


## Recommended Architectural Character



### Recommended Architectural Character





## **APPENDIX B**

### Recommended Color Schemes and Materials

## Recommended Color Schemes

### Color Scheme One



### Color Scheme Two



### Color Scheme Three

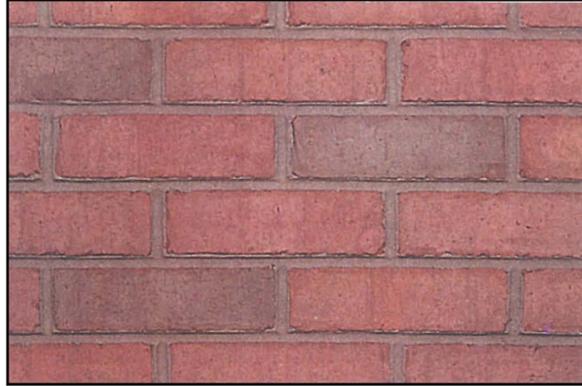


The paint names and numbers indicated are from Sherwin Williams Paints. Matching colors from other manufacturers are acceptable.

## Recommended Materials

### Exterior Walls

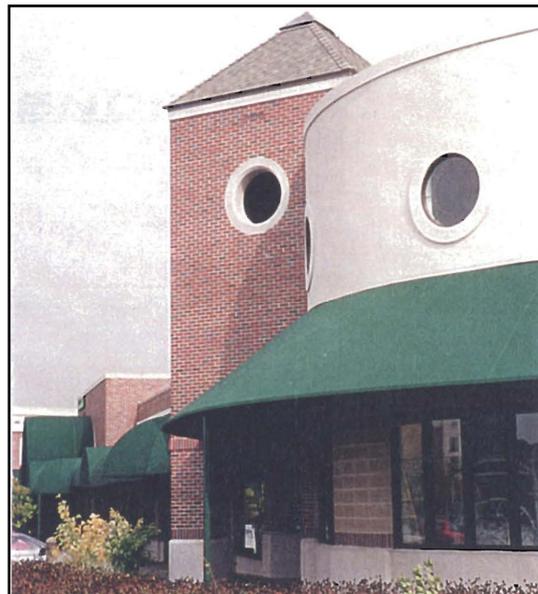
Clay Brick



Splitface  
Limestone



Stucco / EFS



Exterior Walls - continued

Architectural Precast Concrete



Roofing Materials

Asphalt Architectural Grade Shingle

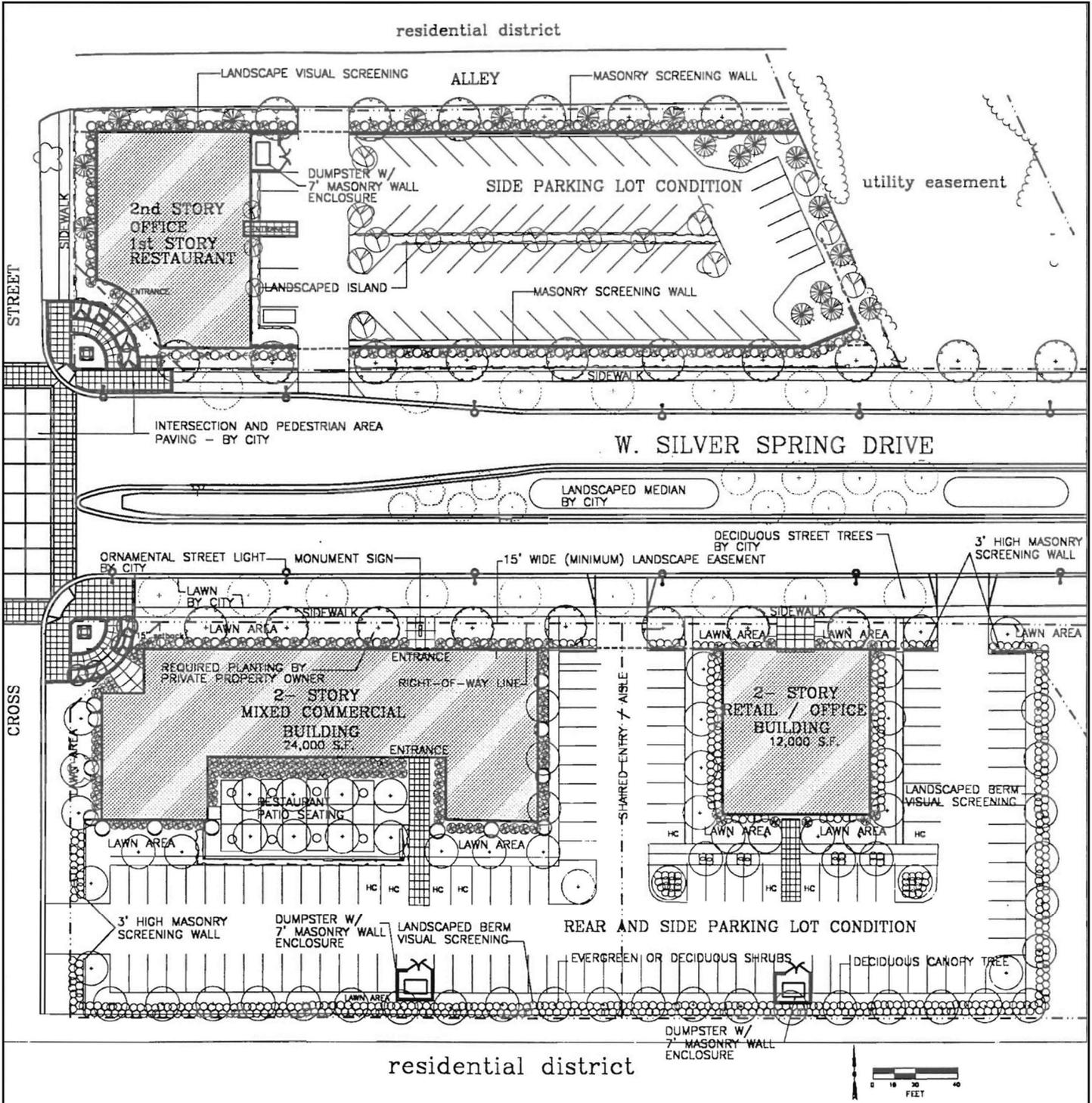


Color Coated Standing Seam Metal





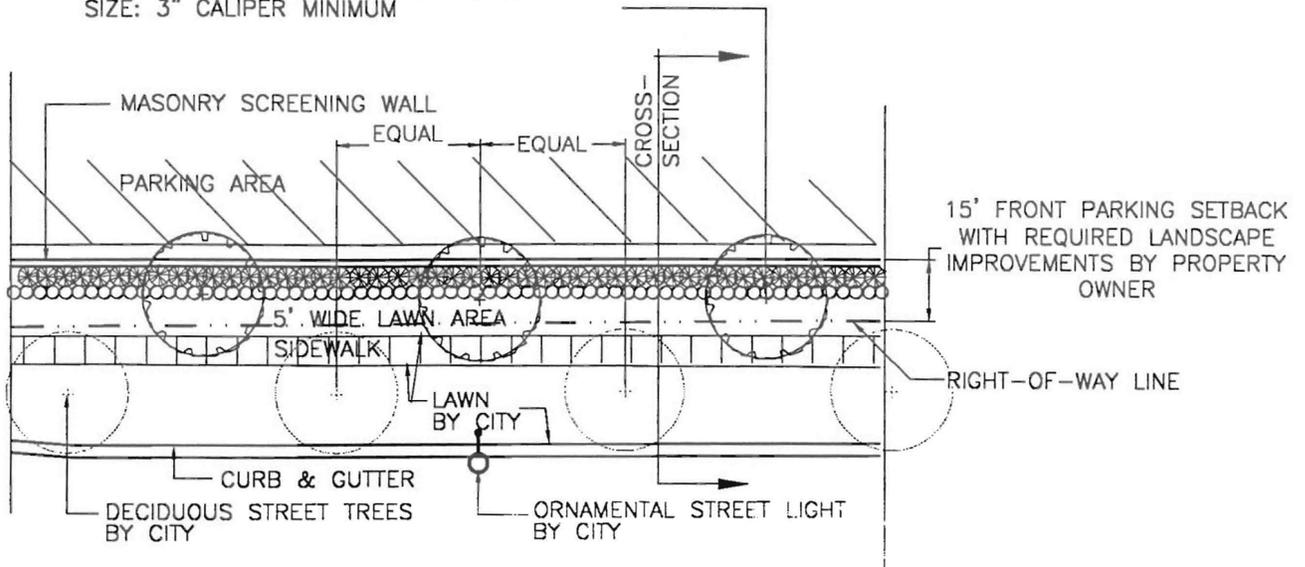
**APPENDIX C**



Recommended Site Improvement Plan

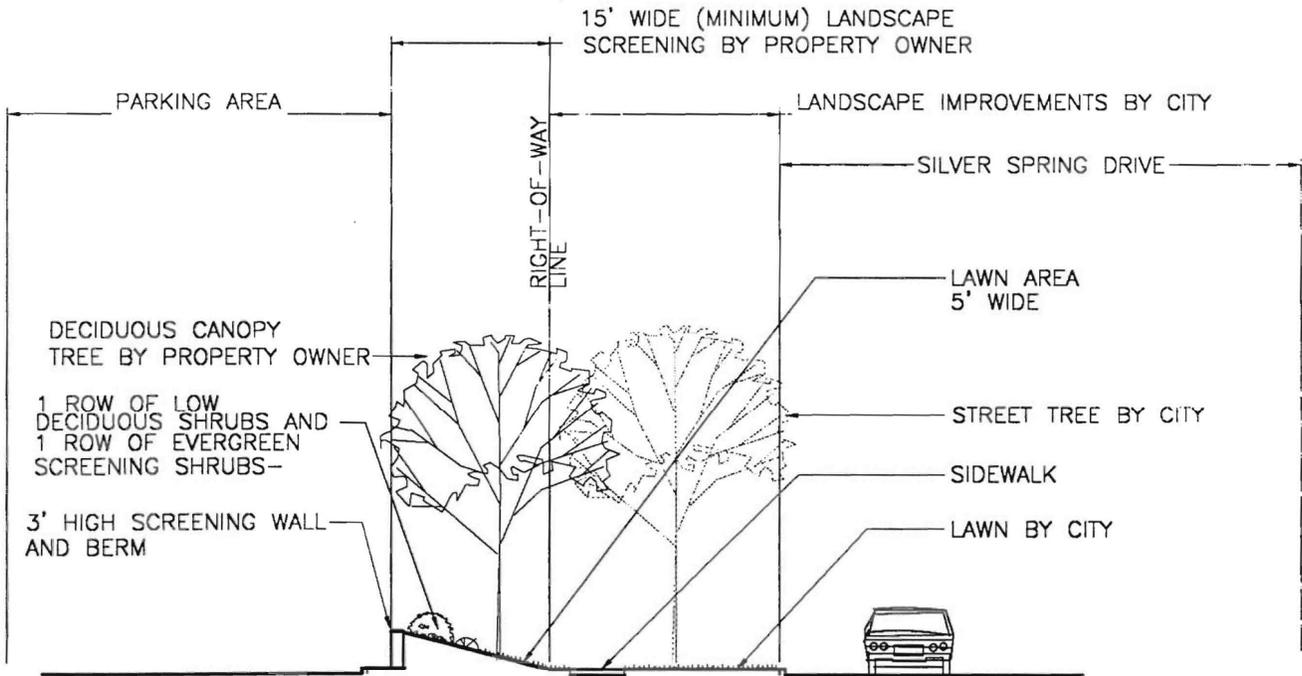
Exhibit A

DECIDUOUS CANOPY TREES  
 SPACED 50' CENTER TO CENTER MINIMUM  
 SPECIES TO MATCH ADJACENT STREET TREES  
 SIZE: 3" CALIPER MINIMUM



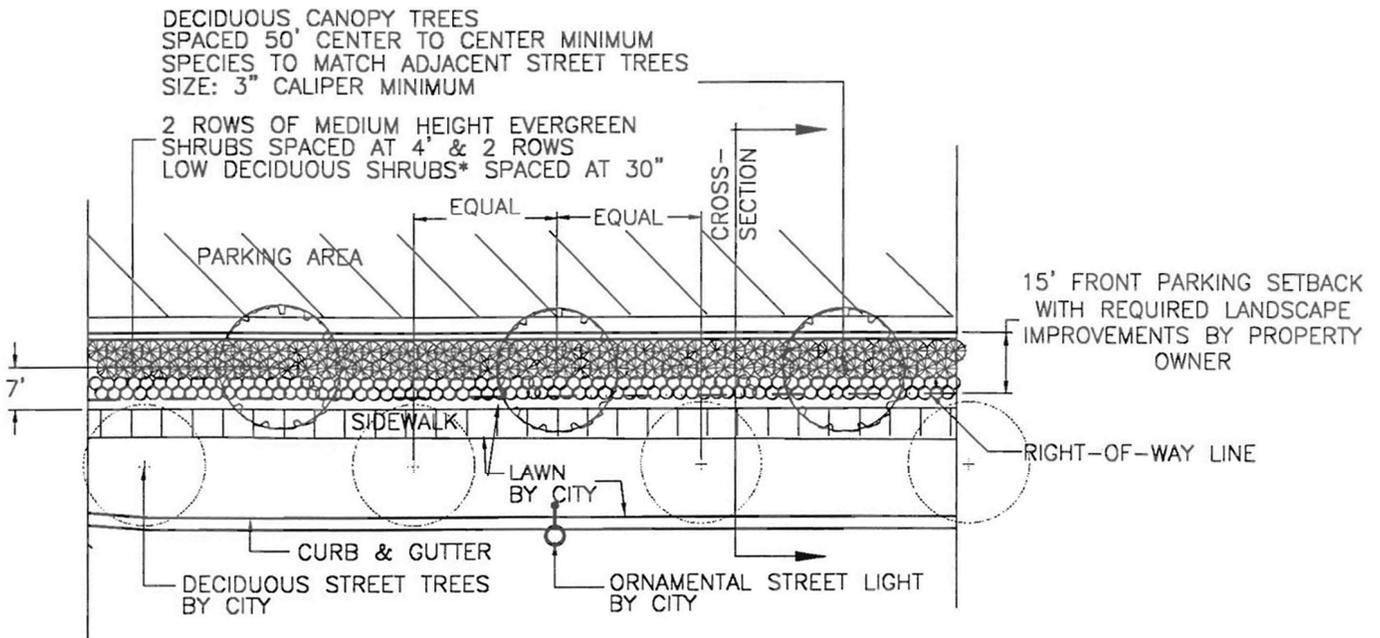
W. SILVER SPRING DRIVE

Parking Area Screening- Plan View  
 Option 1



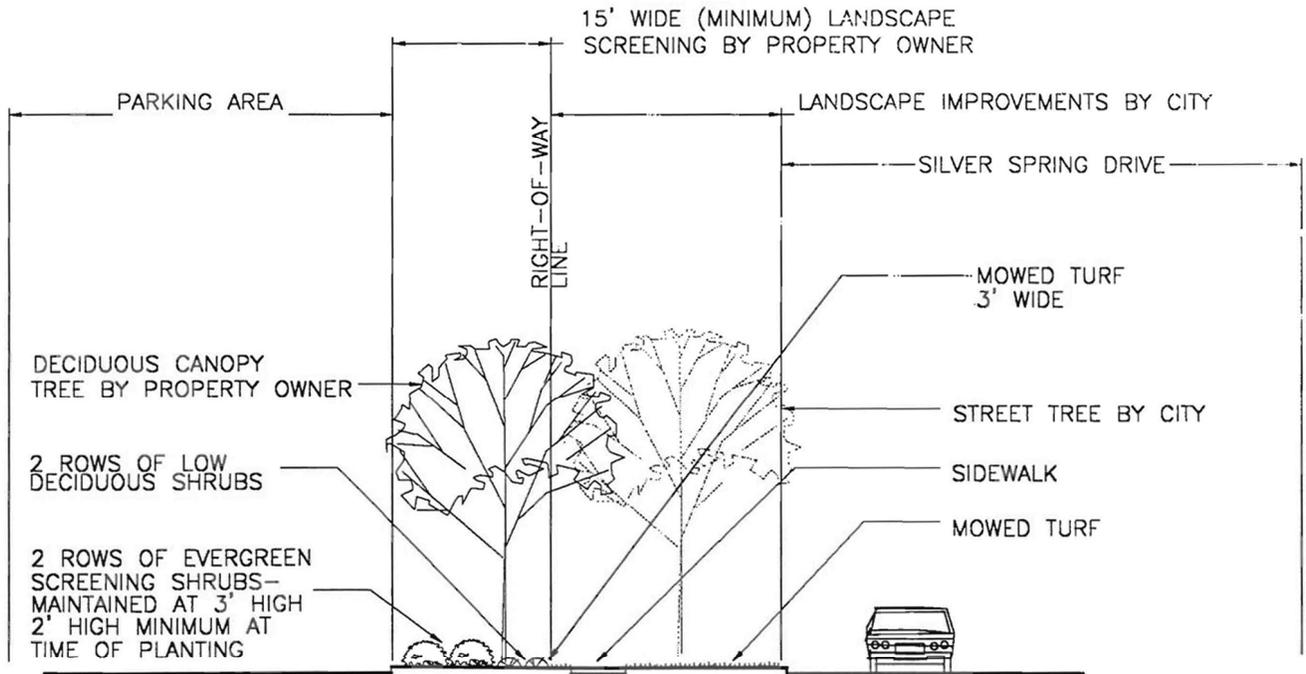
Parking Area Screening Cross-Section  
 Option 1

Exhibit B

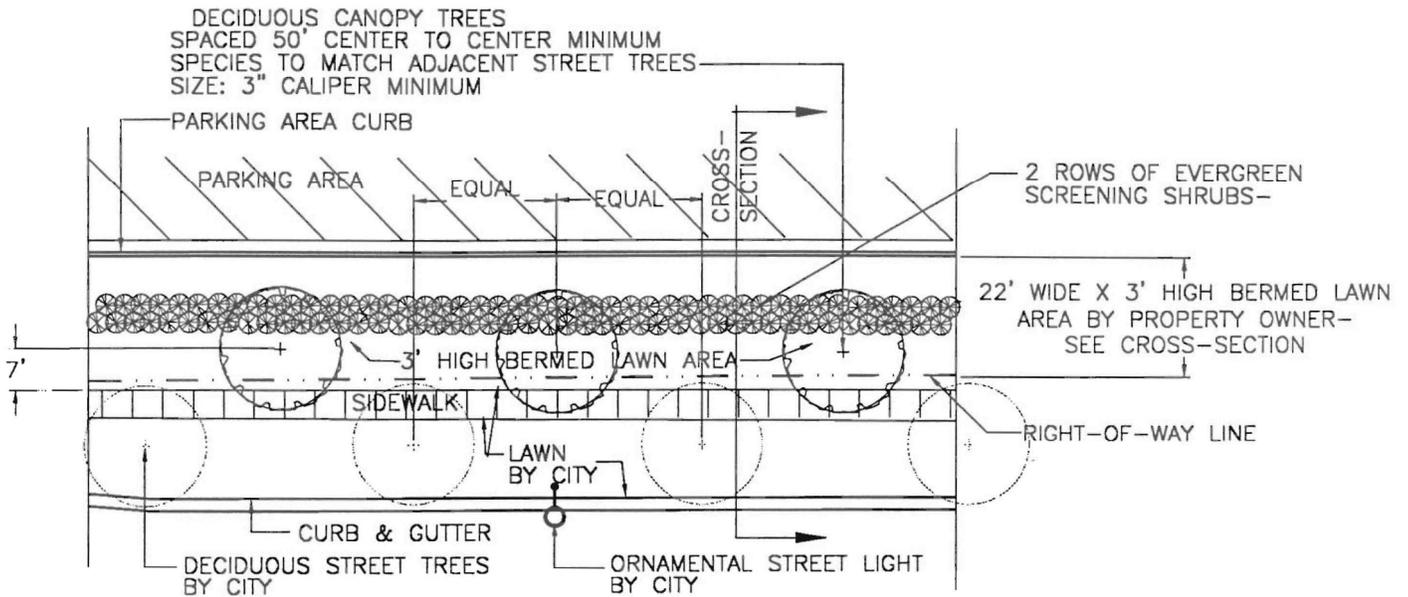


W. SILVER SPRING DRIVE

### Parking Area Screening- Plan View Option 2

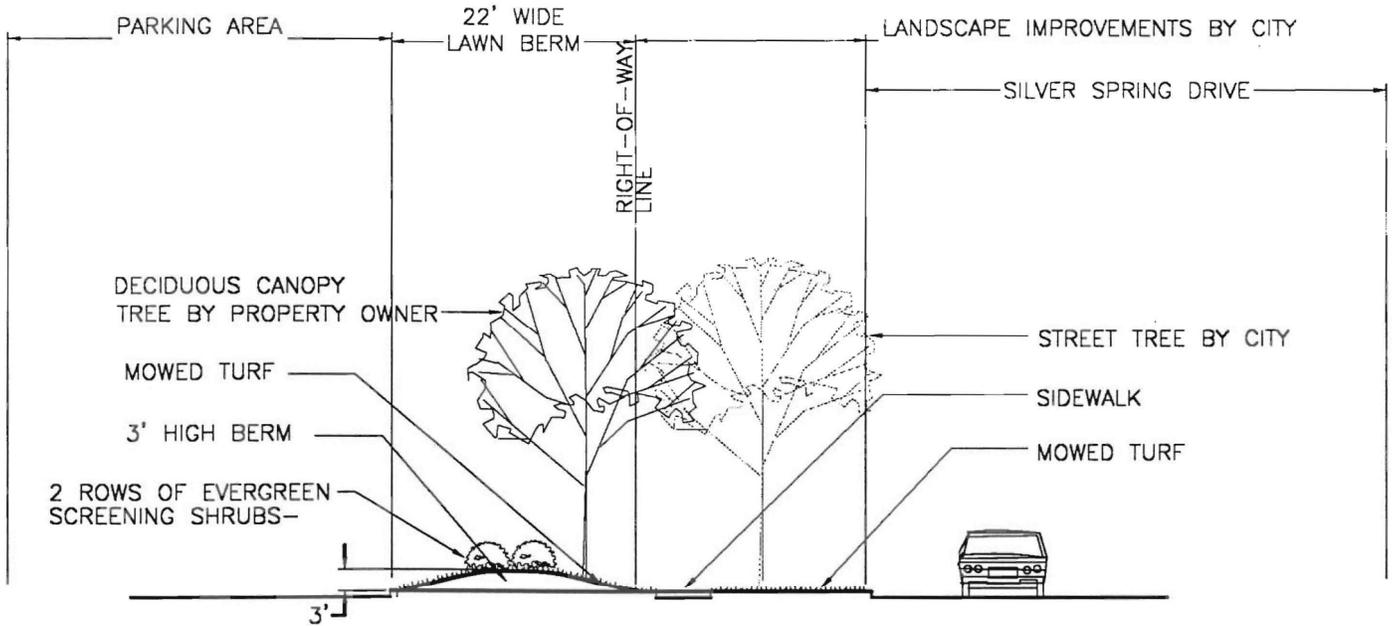


### Parking Area Screening Cross-Section Option 2 Exhibit C

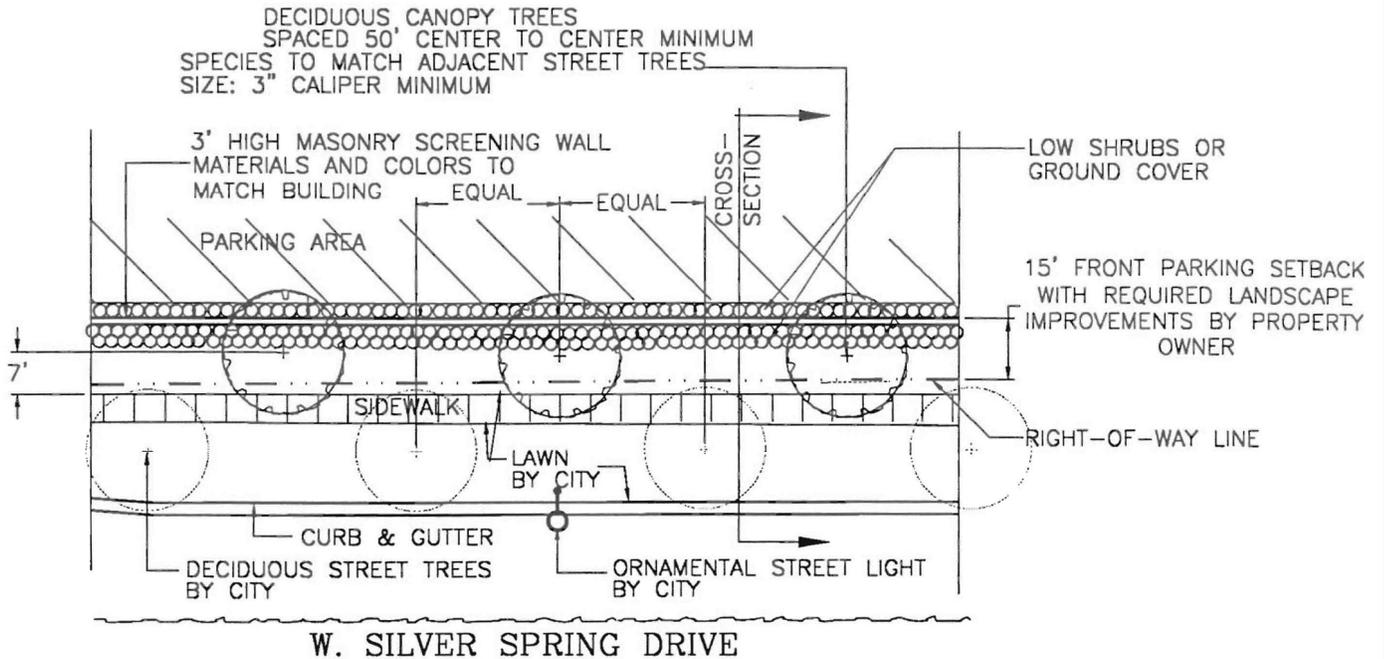


W. SILVER SPRING DRIVE

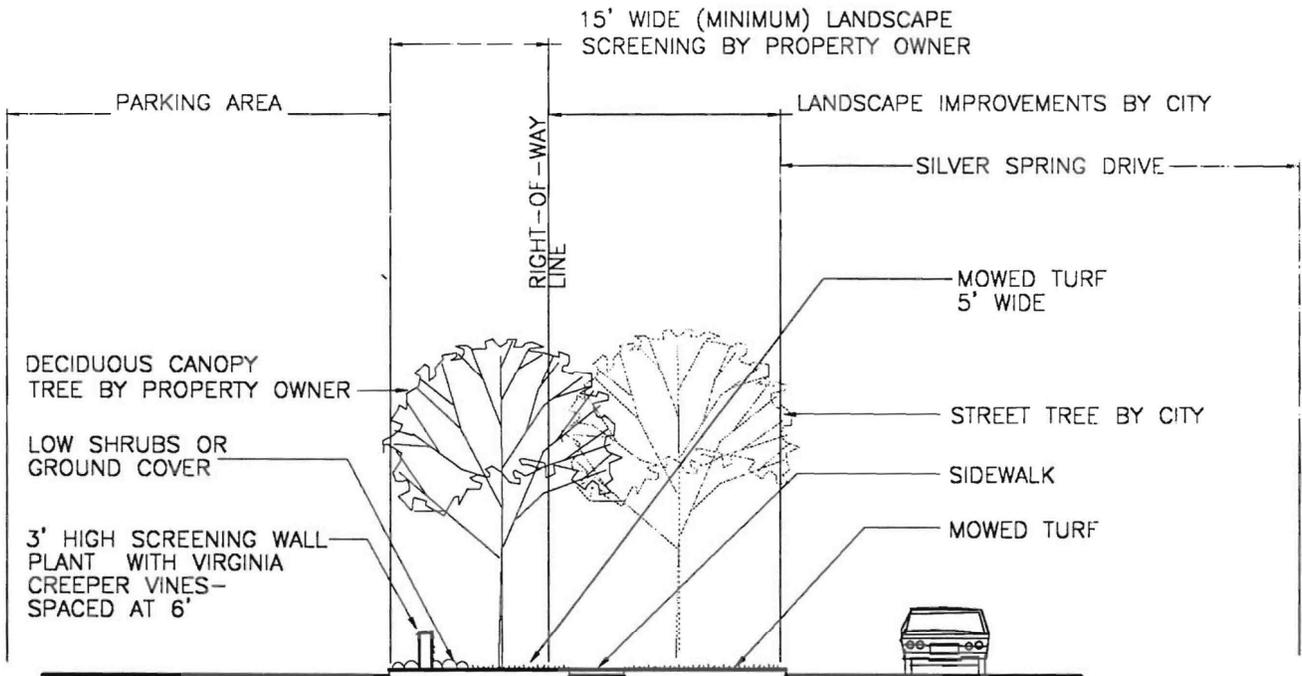
Parking Area Screening Cross-Section  
Option 3



Parking Area Screening Cross-Section  
Option 3  
Exhibit D



Parking Area Screening Cross-Section  
Option 4



Parking Area Screening Cross-Section  
Option 4  
Exhibit E