

West Covina Downtown Plan & Code

Adopted by City Council, December 2016



Downtown Plan & Code

Ordinances 2308 Zone Change 16-01
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Resolution 2016-87 (EIR)

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...and thousands of West Covina residents



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profile, & planning process



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Goals, Policies, & Actions

Physical, economic, & social goals; policies for decision-makers; & specific actions by the City & partners to implement the policies



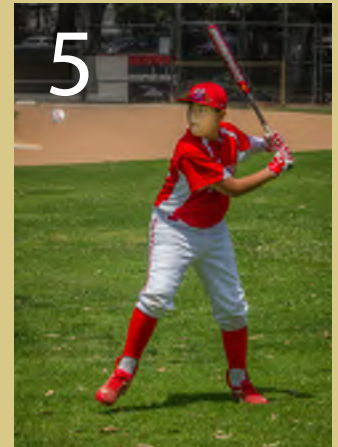
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WEST COVINA



The Lakes
Offices and
Parking



Market Place
at the Lakes



Theaters
Restaurants
Public Parking



Old Towne
Glendora
Avenue
Shops

Part 1 Introduction

Plan Purpose

The Interstate 10 has been a key ingredient in West Covina's development boom. The frontage parcels along the interstate were developed with civic, entertainment, retail, and office uses. The Downtown plan brings these assets together within a walkable environment.

Informed by the collective vision of the community the plan advocates for a new urban form that is compact and walkable. Parks, plazas, and civic destinations frame key gathering spaces for the community. The Downtown plan and code articulates a compelling vision and clear and precise standards to ensure a prosperous, accessible, resilient, healthy, and inclusive future for West Covina Downtown.

Specifically the plan and code:

- Responds to extensive community input and incorporates specific ideas, recommendations and strategies which reflect that input;
- Protects and enhances key physical and cultural assets in Downtown;
- Addresses issues and opportunities related to land use, urban design,

parks and open space, economic development, transportation, health, safety and community investments;

- Provides goals, policies, and actions to guide decision-makers in achieving the community's desires;
- Catalytic projects to spur economic investment and residential and commercial development in Downtown;
- New form-based code to provide clear direction and predictable process and outcomes; and
- Streetscape improvements to activate the public realm, providing an inviting and engaging urban core.

Setting and Context

West Covina downtown area is strategically located in the eastern portion of the San Gabriel Valley between the major metropolitan areas of Los Angeles and the Inland Empire. The downtown area is highly accessible and visible from Interstate 10, which carries over half million vehicles daily.

From 1950 to 1962, West Covina grew 1500% from a population of 4,499 to



Figure 1-1: Regional Context

54,688. The City's promoted itself as the "City of Beautiful Homes." After the residential growth boom in the 1950s, the City sought to expand its commercial offerings as the "Headquarters City". Previous planning efforts recognized the downtown area as the Central Business District (CBD) — the largest concentration of commercial uses in the city. The CBD area was developed under the guidance of the West Covina Redevelopment Agency. The current standards require a minimum of 30 units per acre and allow up to maximum of 75 units per acre. However, the area has developed largely as a commercial center in lieu of a more distributed land-use pattern. This has

led to congestion during the workday and desolate areas during the evening hours and weekends. The City's current slogan is "a great place to work, live, and play." More than CBD, the term "downtown" evokes a more enduring, walkable, and integrated open-air, multi-use development organized around identifiable and energized public realm where citizens can gather and strengthen their community bonds.

The downtown includes the civic center, the largest regional mall in San Gabriel Valley, professional office buildings, and mixed-use corridor comprising of entertainment, retail, dining, and urban apartment uses.



Figure 1-2: Three distinct centers

Downtown District

The study area of the Downtown West Covina master plan is loosely framed by San Bernardino Freeway to the north, Cameron Avenue to the west, South Glendora Avenue to the east, and West Covina Parkway to the south. The study area consists of a 3 distinct centers:

1. The Civic Center Area including City Hall, library, courthouse, and surrounding areas;
2. The Plaza West Covina Area and adjacent parking structure, parking lot and surrounding buildings; and
3. The Lakes Entertainment Area, including the movie theater, and the adjacent retail and mixed-use buildings.

The 3 centers though functioning independently are experientially disconnected. There is neither an obvious pedestrian-friendly linkage between them, nor any form of integrated transit that could encourage people to go from one place to the other. Additionally, the streets and avenues that connect and separate these centers prioritize vehicular

circulation over walkability. In short, Downtown West Covina is in need of a planning strategy that can create a bigger unifying vision for the Downtown as a place, integrate these 3 centers, and create a 24-7 environment for its residents.

Market Context

The Downtown district benefits from easy connections to Downtown Los Angeles and the metropolitan area and is both highly accessible and highly visible by way of Interstate 10.

The city is wealthier than LA County as a whole, with 45% of households earning more than \$75,000 a year. Owning a home is the preferred option in West Covina and the ratio of owners to renters remains largely stable, even after the Great Recession. West Covina has seen significant growth in populations of Chinese and Filipino ethnicity, as well as growth in residents of Hispanic origin.

Although known as a bedroom community, the city has a large job base, dominated by retail trade (23%). Like many Southern

California cities, West Covina felt serious effects from the recession which started in 2008, but its location, relatively strong residential base, and its significant retail inventory has it well positioned to take advantage of recent economic growth.

West Covina Downtown is a regional retail destination, drawing shoppers from across the LA metro area to Plaza West Covina. However, much of the retail space in the City and the Downtown area is aging, sales tax revenues per square foot are lower than comparable cities with

super-regional shopping centers, and residents are spending as much as \$45 million on food and beverage in other communities. To remain competitive, underutilized retail space may need to be renovated or repositioned into more productive retail or other uses. The regional serving retail sales play a key role in generating sales taxes for the City and it is critical for West Covina to remain competitive in the regional market.

West Covina’s general office market has a large number of older, smaller Class B and C buildings. However, West Covina could capture as many as 2,000 new jobs by 2035 from San Gabriel Valley employment growth, roughly half of which is expected to be healthcare related.

West Covina’s housing market is dominated by resident-owned single-family homes. That said, the City’s multifamily apartment market is performing well, with extremely low vacancies. New, urban-style developments in the Downtown District are well-poised to capture pent-up demand from both younger and

West Covina Summary Profile	
Population	107, 600 people
Housing Tenure	65% owner; 35% renter
Household Type	More families (80%), than Los Angeles County (67%), many with children (45%)
Age	Well-distributed, fastest growing elderly population and shrinking younger population
Median Income	\$67,100; above Los Angeles County’s median income (\$53,000)
Race/Ethnicity	Highly diverse. About 53% of residents of hispanic origin and 26% of Asian origin.
Jobs	29,700 mostly in retail, health, and other services

Table 1-1: Summary Profile

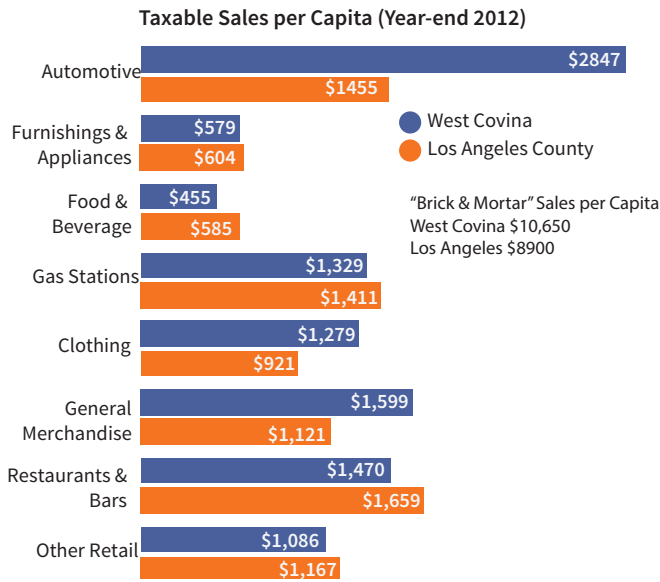


Figure 1-3 Retail Leakage.

Compared to Los Angeles County as a whole, West Covina has an overall surplus in traditional retail sales, but leakage in food and beverage sales. Sources: California Board of Equalization, HR&A Advisors.

older renters. The eastern San Gabriel Valley is expected to grow by almost 18,000 households by 2035 and, including turnover of residents in the area, West Covina could capture about 2,100 units, if new developments are encouraged.

Downtown First

Decades of development in the Downtown District around the civic center has brought investment, jobs, and tax base but failed to create a distinctive place. A new vision for downtown seeks to attract and retain talent and jobs while creating a vibrant place. The 2016 General Plan's Downtown First policy seeks to direct majority new growth and investment to the Downtown District, where the development demands are the greatest and reinvestment is desirable, and away from the stable residential areas.

Based on market assessment of growth in the region and county a projection of roughly 2100 additional housing units, 400,000 square feet of office, 200,000 square feet of retail, and 600 hotel rooms has been used for the plan's 20 year planning horizon.

Fiscal Health

Aside from property taxes, sales tax is the City's primary revenue source. Sales tax revenues account for almost 30 percent of City General Fund revenues while property taxes account for approximately 36 percent.

A major portion of the Plaza West Covina's sales tax, a key West Covina sales tax generator, are committed to repay a Community Facility District (CFD) bond that is set to expire before 2022.

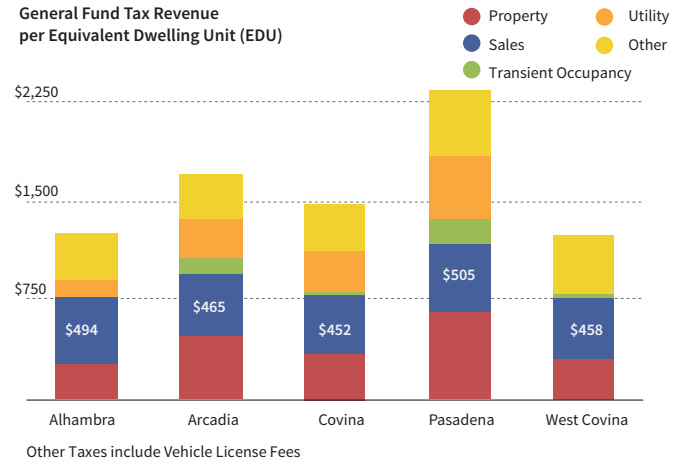


Figure 1-4 Comparison of General Fund Tax Revenue per Equivalent Dwelling Unit

West Covina's Sales Tax revenues are comparable to nearby cities, but other revenues are significantly lower per EDU.

Sales tax has historically been an important part of fiscal sustainability in the City of West Covina. While the City can support new retail in a few key categories, there are physical limitations to the amount of new retail space that can be built and associated retail revenues. In addition to improving the performance of existing retail uses, the City should also focus on diversifying its revenue sources in the long term.

Creating a "sense of place" in the Downtown district, and encouraging higher-intensity land uses that allow for a walkable, vibrant community will help the City capture market demand across all land uses and draw and retain shoppers, employers and new residents. Growth in all three of these categories, as well as new, accessible amenities in the City's downtown could support new hospitality, help the City improve its performance of existing retail, and provide a better quality of life for West Covina residents.

Mobility



Vincent Avenue is a principal arterial in the downtown area.

Streets: Like many Southern California cities, West Covina's existing transportation network is geared toward fast and frequent auto travel as the only way for most people to travel around the City. Downtown streets are designed primarily for driving, with limited, unsafe, or missing pedestrian, bicycling, or transit facilities. Few arterial streets in the Downtown District currently satisfy the City's street design standards for minimum right-of-way and curb-to-curb dimension. However, many of these same streets are over-built relative to current traffic volumes. Taken together, these findings suggest that:

- Some streets should be reclassified, standards

“ During peak periods, buses operate as often as every three minutes along West Covina Parkway.



Silver Streak (BRT service) and Route 498 (express service) provide frequent service during peak periods to Downtown Los Angeles. Each also operates on Interstate 10 (I-10) and makes a limited number of stops. Additionally, Silver Streak operates relatively frequently during off-peak periods, and operates at all times.

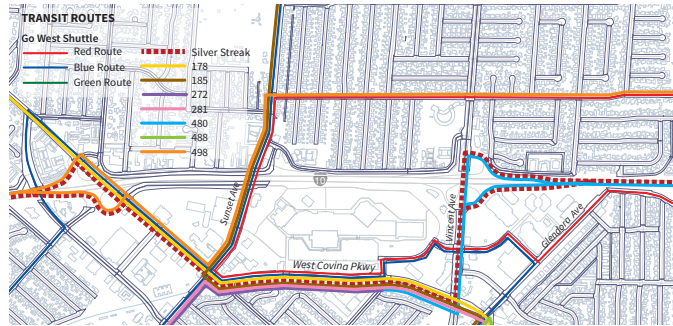


Figure 1-5: Transit Routes
Public transit is provided by Foothill Transit and by the City of West Covina, operating as Go West. Service on West Covina Parkway is among the busiest in the system.



Go West's Red and Blue lines are of limited utility due to their large one-way loop configurations (which require significant "out-of-direction" travel) and irregular or "non-clock-face" frequencies, as well as the long headways or intervals between arrivals.

- should be adjusted, or both; and
- Because some streets could likely be reconfigured with little impact on traffic congestion, reconfiguration should be considered.

Transit: Existing public transit service in West Covina is provided by Foothill Transit and by the City of West Covina, operating as Go West. Foothill Transit is the regional bus service provider for the eastern



San Gabriel Valley. The Go West system, meanwhile, consists of three shuttle routes, labeled Red, Blue and Green.

Transit service is concentrated in the Downtown area, where Foothill Transit operates a total of eight routes, including one Bus Rapid Transit or BRT service (Silver Streak), six local routes (178, 185, 272, 281, 480, 488) and an express service (498). Go West's Red and Blue routes, meanwhile, also serve the area. Go West's Red and Blue lines are of limited utility due to their large one-way loop configurations (which require significant "out-of-direction" travel) and irregular or "non-clockface" frequencies, as well as the long headways or intervals between arrivals.

West Covina Parkway in the Downtown area is one of the focal points of the Foothill Transit system, as well as Go West. During peak

periods, buses operate as often as every three minutes in this segment. Stops on West Covina Parkway are heavily used. However, there are only limited accommodations and amenities for passengers.

Because existing transit service in the Downtown area is primarily oriented east-west along West Covina Parkway, and because it is relatively frequent, it provides internal connections within the Downtown area in addition to external connections. However, existing fare policies discourage short trips on some routes, including the premium Silver Streak service.

While most service in the Downtown area is concentrated on West Covina Parkway, between Vincent Avenue and Sunset Avenue, one of the busiest routes in the area, Route 498, stops on Sunset instead.

Bikes: West Covina has no adopted bicycle plan. The Municipal Code define standards for Class I Bike Paths, Class II Bike Lanes, and Class III Shared Routes. A Bike Path is an exclusive facility, while a Shared



Route is a street designated as a bicycle route, with no special markings. Bike Lanes, meanwhile, are divided into Class IIa (no parking) and Class IIb (parking permitted) categories. Class IIa lanes must be a minimum of five feet wide, while Class IIb lanes must be at least 13 feet wide.



Pedestrian: Pedestrian conditions in the Downtown area are typical of commercial areas in postwar suburban communities, characterized by:

- A "superblock" structure consisting of a limited number of streets with relatively few intersections, limited network connectivity and resulting indirect pathways;
- Streets designed for high-speed traffic;
- A general lack of curbside parking to serve as a buffer between traffic and the sidewalk;
- Long crossings of arterial streets compounded by long waits to cross at signalized intersections;



Aug 2015

Aug 2016

- Continuous sidewalks on most blocks with a limited number of curb cuts, and pedestrian through zones generally wide enough to comfortably accommodate existing pedestrian volumes;
- Sidewalk trees on some blocks; and
- Varying conditions on private property adjacent to the sidewalk, typically consisting of landscaping, surface parking, or building frontages with limited transparency.



Parking: There is limited on-street parking within the Downtown area, with the vast majority of parking provided in private off-street lots and garages – more than 13,000 total spaces, according to counts provided by the City.

A number of measures to ensure parking availability while reducing costs of parking construction and maintenance and increasing space available for other uses through more efficient management of parking supply are recommended. These measures include reduced off-street parking requirements, shared parking, parking demand management/parking benefit district, and parking cash-out program.

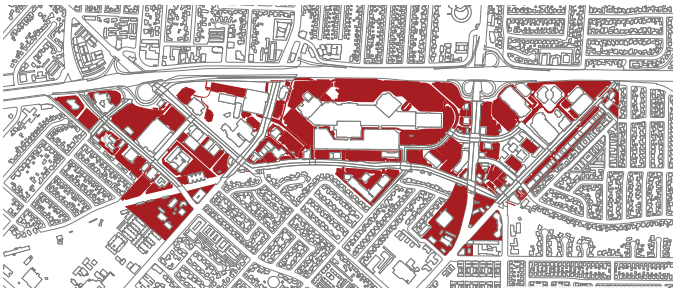


Figure 1-6 Downtown Parking Area
About 50% of the downtown land is dedicated for parking vehicles.

Planning Process

The Downtown Plan and Code was developed in conjunction with the General Plan update. This allowed a wider dialogue

about linkages and the downtown’s role within the larger city framework.

The planning process for Downtown West Covina, which began in Fall-2014, was designed around extensive, thoughtful input from the local community.

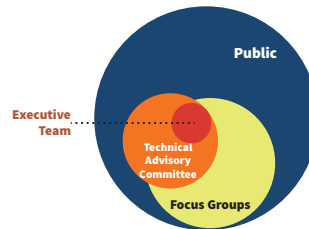


Figure 1-8 Team Organization

The project team consist of a core executive team, a technical advisory committee and six topical focus groups.

Focus Groups supported the public process of developing policy options and actions to implement the public’s vision. Each Focus Group contributed members and expertise to the combined CORE Group which concurrently addressed the

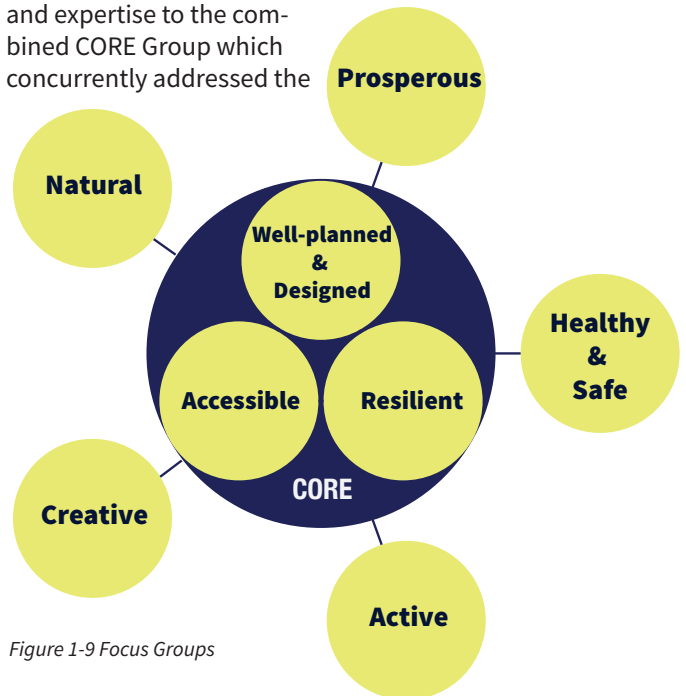


Figure 1-9 Focus Groups

Figure 1-7 Planning Process

Well Planned and Designed, Accessible and Resilient Community. This Core Focus Group considered Downtown’s approach to growth and preservation, incorporating perspectives from the other five groups.

The Executive Team included key City staff members with responsibility to keep the project on schedule and within budget.

The Technical Advisory Committee included members from City Council, Planning Commission, and department heads that provided on-going direction throughout the project.

Civic Engagement

The community engagement approach was designed around five goals:

1. **Inform** — to provide the public with balanced and objective information to assist them in understanding the challenges, alternatives, opportunities, and/or solutions.
2. **Consult** — to obtain public feedback on analysis, alternatives and/or decisions.
3. **Involve** — to work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
4. **Collaborate** — to partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
5. **Empower** — to place final decision-making in the hands of the public.

In conjunction with the General Plan Update, the extensive public engagement process combined new and trusted techniques to encourage a diverse group

of citizens to contribute to the Downtown plan, including visioning charrette, over 20 Focus Group meetings, a robust online presence to help guide the process. The Speaker Series brought five national experts to provide perspective, present alternatives, and stimulate community dialogue.

Opportunities to participate included large public meetings to small stakeholder roundtables, surveys, project web page updates, MindMixer social media engagement, email notifications, Facebook, Google Plus and Twitter posts. Each method encouraged the public to learn and convey their opinions on what was important for the city to consider over the next 20 years.

An estimated thousand-plus individuals attended these meetings, contributing ideas and insight.

Online participation was equally extensive and captured an audience that doesn't typically attend public meetings. Over 35 individuals registered with the MindMixer site, contributing 55 ideas on various topics.



Visioning charrette



The Youth Council discusses their vision for Downtown West Covina.



Mid-process City Council study session update.



Participation was monitored and periodic adjustments were made to attract broad-based involvement.



Online platform MindMixer, social media presence, and survey allowed input from a diverse audience.



Variety of interactive exercises were used to gather qualitative information about the downtown area.



CORE focus group meeting.



Our Healthy and Safe Community Focus Group Meeting



Lecture Series: Jeff Tumlin discusses Sustainable Transportation options.



Part 2 Vision

Key Concepts

The community supported vision and guiding principles offers a vibrant and walkable Downtown West Covina.



Figure 2-1: Three districts

1. **3 Integrated Mixed-use Districts** – The plan envisions Downtown West Covina as an interconnected series of three mixed-use districts each loosely defined as a ¼ mile radius pedestrian shed. Studies show that ¼ mile radius is the typical maximum distance an average North American walks to a destination before deciding to use vehicular transportation. The intent of understanding the 3 existing centers as ¼ mile radius sheds, is to thus ensure that each center has a sufficient mix of uses, along with the physical components of a walkable urbanism to discourage dependence on cars. The 3 districts are the Civic Center District

to the west, the West Covina Mall District in the center, and the Lakes Entertainment District to the east.

2. **A Continuous Open Space Network** – The plan envisions the integration of the 3 districts through a continuous open space network of streets, sidewalks, crosswalks, greens and plazas. The diversity, quality and richness of these open spaces taken together creates the public realm that links the three districts and encourages walking from one to the other through verdant and beautifully designed spaces.

3. **Making Walkable Streets** – The plan recognizes that the most significant aspect



Figure 2-2: Network of open spaces



Figure 2-3: Integrated transit, walking, and bike linkages

of Downtown West Covina's public realm is its existing network of streets. These streets are currently designed for vehicular circulation with little attention to pedestrian activity. The plan intends to recalibrate all the streets within the study area to balance vehicular and pedestrian activity through the enhancement of sidewalks, the introduction of

rich native landscape and street furniture. The plan sees these enriched streets as the fundamental physical structure that will determine the vibrancy of the downtown.

4. **An Integrated Transit Network** – The plan envisions the integration of the three districts with an integrated multi-modal public transit strategy.



Figure 2-4: Illustrative site plan



Figure 2-5: Overall massing model

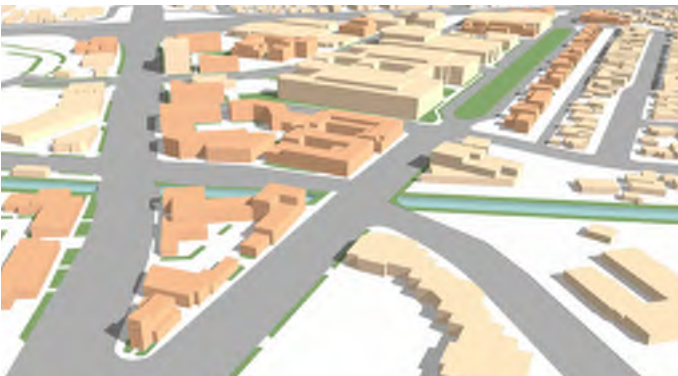


Figure 2-6: Glendora Avenue massing model



Figure 2-7: Civic District massing model



Figure 2-8: Strategic infill development

5. **Strategic Infill Development** – The plan identifies a number of underperforming land parcels, as well as other opportunities for new urban infill. This new development will bring a range of new uses into the Downtown, while physically completing street faces and marking important street intersections.
6. **Park Once** – Parking throughout the Downtown is envisioned as a shared district-wide strategy as opposed to parking site by site irrespective of use. Non-residential uses are to be parked in the existing and proposed parking garages, lots and on streets, with drivers parking their car once and then walking from location to location within a district or taking public transit to another district. Residential uses will be parked within the site.
7. **Face to the Freeway** – The presence of the Interstate 10 Freeway to the north of the study

area is an important opportunity for the Downtown’s revitalization. The freeway accords the Downtown, and particularly the mall, ample visibility for thousands of commuters, suggesting a significant economic opportunity. The plan acknowledges the malls recently enhanced face to the Freeway. It also enhances the entry points from the Freeway into the Downtown, through building massing accents that create gateway conditions and generate a sense of arriving in Downtown West Covina.

Key Components

Public Projects

1. **Enhancing the Walnut Creek Wash** The Wash is one of the most significant and underutilized natural amenities in Downtown West Covina. The plan envisions its revitalization into a beautiful promenade along the water course. As shown in the rendering, the promenade will



Figure 2-9: Conceptual rendering of Walnut Creek Wash

have a paved bike lane defined by a continuous row of trees that acts as a picturesque seam between the downtown and the single family neighborhoods to the south. The promenade will have benches and places for passive activity. It will be adequately lit to create an intimate and secure place at night, creating a distinct 24-7 place in the city.

2. **Various Street Enhancements** – All existing right-of-ways within the study area are enhanced to make them pedestrian-friendly. As shown in the various street sections, enhancements range from widening and landscaping sidewalks, reducing travel lanes, introducing intermittent median islands, and introducing street furniture.



Figure 2-10: Conceptual rendering of Las Ramblas

3. **Las Ramblas along South Glendora Avenue** – The existing right-of-way and adjacent parking lot, both owned by the City are redesigned as a beautiful new street modelled on the famous Las Ramblas of Barcelona. This new street has a one-way travel lane with parallel parking on either side with a central verdant green with a double row of trees. This space accords flexible uses such as festive gatherings and farmers markets while allowing traffic circulation on either side. Alternatively, the streets segment could be closed during weekends to create a pedestrian-only gathering place extending the Lakes Entertainment activity into the street and vice versa. This unique place as a linear green visually terminating to the north into the distant Mount Baldy could become a signature location of Downtown West Covina.
4. **New Transit Plaza along West Covina Parkway** – This transit plaza is envisioned as a significant new open space for Downtown West Covina as well as a new entry from the proposed bus transit stop along West Covina Parkway into the mall. The plaza is defined by an arbor on three sides opening towards the arterial.
5. **Pedestrian Crossings on South Sunset Avenue and South Vincent Avenue** – As part of the Downtown’s public improvements and enhancements, two new pedestrian crossing are proposed at two crucial junctions. The first connects the eastern edge of the Civic Center across South Sunset Avenue to the mall. The second connects the eastern edge of the mall across South Vincent Avenue into the Lakes Entertainment District. These crossings will be made visually conspicuous through paving and pedestrian walking lights, with rolling curbs easing walkability between the travel lanes and the sidewalks.



Figure 2-11: Conceptual rendering of transit plaza



Figure 2-12: Conceptual rendering of Vincent Avenue crossing

Private Projects

1. **Mixed-Use Campus on K-Mart Site** – The plan envisions a new mixed-use campus on the underperforming K-Mart site along West Covina Parkway and Toluca Avenue. The campus has twin parking structures as buffers from the freeway ramps. It is organized around a central green with three blocks containing 3 and 4 story buildings. The ground floor of these buildings could have a mix of commercial and work-live uses with office uses above. The proximity of this campus to the Civic Center make it an ideal location for a civic or office related use.



Figure 2-13: Illustrative site plan of mixed-use campus



Figure 2-14: Conceptual rendering of mixed-use campus

2. **Low Density Multi-family Housing along South Sunset Avenue** – A new low-density multi-family residential project is proposed along South Sunset Avenue next to the Police Station facility. The proximity of this site to the Walnut Creek Wash and the Soccer and Baseball fields make it a great site for housing. Housing types include 2 story townhouses facing South Sunset Avenue, with 2-3 story townhouses and courtyard housing towards the Wash.



Figure 2-15: Illustrative site plan of multi-family housing



Figure 2-16: Conceptual rendering of multi-family housing



Figure 2-17: Massing model of the Sunset Avenue and West Covina Parkway intersection



Figure 2-18: Illustrative plan of infill development on Sunset Avenue



Figure 2-19: Massing model of the triangular site at the intersection of Vincent and Glendora Avenues



Figure 2-20: Illustrative site plan of infill development along Vincent Avenue



Figure 2-21: Conceptual rendering of infill development on Vincent Avenue

3. **New Mixed-use buildings at the intersection of South Sunset Avenue and West Covina Parkway** – These two buildings while designed independently are expected to mark the southern corners of the intersection of South Sunset Avenue and West Covina Parkway, marking a transition into the southern single-family neighborhoods.

4. **Corridor Infill along South Sunset Avenue** – The plan envisions various infill buildings completing the eastern face of South Sunset Avenue. These buildings could have a mix of retail, commercial, office and hotel uses. The buildings to the north closer to West Garvey Avenue could leverage the slope on South Sunset Avenue to accommodate parking and create a more dramatic massing to accent entry into the downtown from the north.

5. **Multi-family Housing along Walnut Creek Parkway** – The triangular parcel, and its adjacencies at intersection of West Covina Parkway and South Glendora Avenue is an opportunity to create a transitional gesture from the Downtown into the southern single family neighborhoods as well South Glendora Avenue as a commercial corridor. The southern building on the triangular site is also an important visual termination as one approaches the Downtown from the south.

6. **Corridor Infill along South Vincent Avenue** – New infill could enhance the eastern face of South Vincent Avenue. These buildings could have a mix of retail, commercial, office and hotel uses. The two buildings on either side of the freeway ramp could be massed to create a dramatic transition and gateway gesture into the Downtown from the north.



Figure 2-22: Illustrative site plan of infill development in Lakes Center

7. **Mixed-use Infill in Lakes Entertainment District** – Various parcels around the Lakes Entertainment District offer opportunities for modest and medium-scale mixed use infill. Uses can range from retail at the ground level to office and residential uses at upper levels. Infill buildings near the theater could be 2-3 stories to ensure compatibility with adjacent buildings.



Figure 2-24: Illustrative site plan of office buildings near Garvey Avenue

10. **Mixed-use Infill along Glendora Avenue** – The existing one-story retail buildings east of Glendora Avenue can be incrementally developed into two and three story mixed-use buildings, with retail uses at street level and residential uses above. These residential units are in the form of flats, townhouses, and lofts, and can bring eyes onto the Las Ramblas, adding to its perceived sense of security.

8. **Housing in Lakes Entertainment District** – Two new apartment buildings are proposed adjacent to the existing apartment project between Glendora Avenue and Lakes Drive. One just north of Lakes Drive and east of Vincent Avenue. The second along Lakes Drive, north-east of the theater. These buildings could be 3 stories high with parking in the form of subterranean garages or raised podiums. The public parking garages in this district could also have some reserved residential parking for these buildings.



Figure 2-23: Illustrative site plan of housing development in Lakes Center-District

9. **Two Office Buildings near East Garvey Avenue** – A pair of 3 story high office buildings are proposed to mark the Las Ramblas to the north and also create a buffer from the freeway. Parking for these buildings will be in shared public parking garages as part of the Park Once strategy.



Figure 2-25: Conceptual rendering of mixed-use development along Glendora Avenue



Figure 2-26: Illustrative site plan of mixed-use development along Glendora Avenue

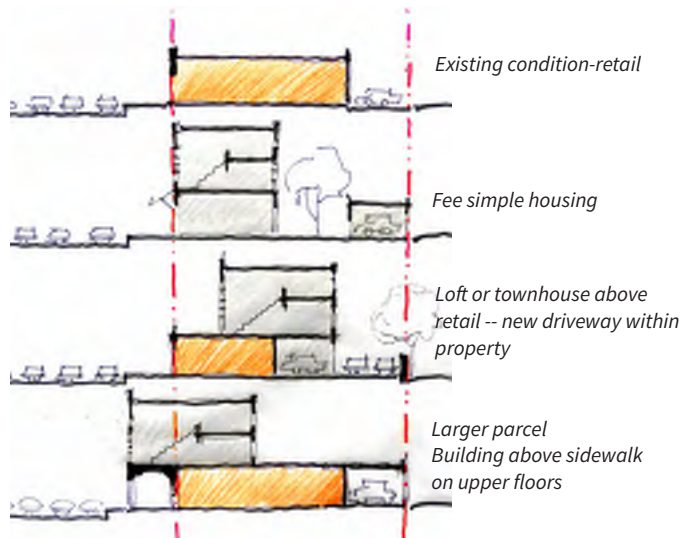


Figure 2-27: Variety of mixed-use development options along Glendora Avenue



Part 3 Goals, Policies, & Actions

1. Our Natural Community

- Goal 1** Increase tree canopy coverage in downtown.
- Policy 1.1** Plant to maximize the social, economic, and environmental benefits of trees.
- Action 1.1a** Increase the number of street trees by adding new trees in the downtown area annually.
- Action 1.1b** Pursue an expanded and equitable distribution of trees and greening throughout downtown. Fill in the gaps in canopy cover, address aging tree population, and identify vacant and new planting spots. Target planting where pedestrian and public realm improvements are prioritized.
- Action 1.1c** Develop urban design strategies with unique palettes of trees that add character to the street space. Consistency and variation in tree form, color, and seasonal display can be used to create dynamic and harmonious streetscapes.



“ An urban sidewalk without trees is like a building without a roof.

—Henry Arnold



Figure 3-1: Downtown Tree Coverage. Ten percent of downtown area has tree canopy from a total of 2,350 trees.

2. Our Prosperous Community



Goal 2	Maintain and monitor Downtown’s fiscal health.
Policy 2.1	Maintain and enhance the City’s current tax base.
Action 2.1a	Continue to Strengthen the City’s Retail Base: <ol style="list-style-type: none">1. Attract unique food and beverage stores to the Downtown area that can capture a greater share of local food and beverage dollars.2. Improve connections to the Mall from Surrounding Areas.3. Explore Opportunities to Reposition Underperforming Strip Centers along Corridors.
Action 2.1b	Attract upscale hotel to downtown area.
Action 2.1c	Ensure that new development is not a fiscal burden to the City.
Action 2.1d	Encourage and support the formation of a Business Improvement District (BID) in key portions of the Downtown area.
Goal 3	Reinforce the Downtown West Covina brand as a Great Place to Live, Work and Play in the San Gabriel Valley.
Policy 3.1	Direct new growth in the downtown area to create vibrancy and invest in key public improvements.
Action 3.1a	Invest in infrastructure and enhance the public realm.
Action 3.1b	Support catalytic development: <ol style="list-style-type: none">1. Rehabilitation of the Walnut Creek Wash2. “Rambla” along Glendora Avenue3. Transit corridor improvements along West Covina Parkway
Action 3.1c	Improve connections between the three downtown neighborhoods.
Action 3.1d	Brand the Glendora Avenue “Rambla” area as “West Covina’s Main Street.”
Goal 4	Nurture local businesses and attract non-retail jobs.
Policy 4.1	Target employment-based uses to downtown. Explore opportunities that will facilitate and encourage research and development (R&D) type development and occupancy. R&D uses should be directed to areas in proximity to hospitals, medical, and office uses in Downtown.
Action 4.1a	Explore health/medical campus opportunities.
Action 4.1b	Attract educational institution.
Policy 4.2	Support local businesses.
Action 4.2a	Provide incentives to encourage businesses/land owners to renovate properties and strengthen their businesses.
Action 4.2b	Brand and market Downtown West Covina.

3. Our Well Planned Community



Goal 5 Create an enduring and memorable public realm.

- Policy 5.1 Enhance the public realm through careful placement and design of streetscape improvements to activate the public realm, providing an inviting and engaging urban core.
- Action 5.1a Prepare detailed streetscape improvement plans and implement the streetscape recommendations for Glendora Avenue, West Covina Parkway, Vincent Avenue, Sunset Avenue, Lakes Drive, Walnut Creek Parkway, and Toluca Avenue. Establish a detailed implementation program that sets timeframes given available funding and community priorities. Improvements can be phased, but priority should be given to West Covina Parkway and Glendora Avenue.
- Action 5.1b Direct Quimby Fees from Downtown projects to improve downtown parks and public plazas and to provide for development of cultural amenities.
- Policy 5.2 Establish a dramatic visual cue into Downtown at Sunset, Glendora, and Vincent Avenues.
- Action 5.2 Besides entrance and directional signs, dramatic visual cues such as gateway features, buildings, or other civic infrastructure can accentuate the sense of arrival and identity.
- Policy 5.3 Create distinctive places by strengthening local identity.
- Action 5.3 Strengthen local distinctiveness and identity by:
 1. planting local species;
 2. using local paving materials; and
 3. incorporating names of community donors in paving design.

Goal 6 Make great places by insisting on the highest standards of quality in architecture, urban design, and landscape architecture.

- Policy 6.1 Integrate uses in building forms that increase choice and encourage community vitality
- Action 6.1a Adopt new form-based development code for Downtown area that emphasizes pedestrian orientation, integration of land uses, treatment of streetscapes as community living spaces.
- Action 6.1b Revise the planning processes to include spatial review and analysis of proposed development on the public realm. Require the use of techniques such as digital simulation and modeling to assist in project review.

Goal 7 Provide high-quality, urban housing for a diverse range of income levels.

- Policy 7.1 Provide a production of a range of housing types that meet the diverse needs of the community.
- Action 7.1a Continue to work with local affordable housing developers to facilitate new or redeveloped high-quality, affordable housing near transit within the Downtown area that meets current and projected Regional Housing Needs Allocation (RHNA) requirements.
- Action 7.1b Facilitate the development of higher intensity and high-quality residential projects with a mix of product and unit types, and ownership (a range of affordable housing, live-work spaces, co-housing opportunities, senior housing and assisted living facilities).

4. Our Accessible Community



Goal 8 Create an integrated transportation system that effectively serves the Downtown area, making downtown a place where people prefer to walk, bike, or ride public transit rather than drive a car.

Policy 8.1 Accommodate multimodal mobility, accessibility and safety needs when planning, designing, and implementing transportation improvements, improving access and circulation for all users of Downtown streets.

Action 8.1a Adopt and apply transportation system performance metrics that measure each mode's contribution towards the efficiency of transportation network.

Action 8.1b Review capital improvement projects to ensure that needs of non-motorized travelers are considered in planning, programming, design, reconstruction, retrofit, maintenance, construction, operations, and project development of Downtown streets.

Action 8.1c Accommodate the needs of all travelers through a Complete Streets approach to designing new transportation improvements. Complete streets are roadways designed to facilitate safe, comfortable, and efficient travel for all roadway users.

Action 8.1d Create and implement a Transition Plan that responds to the needs of people with disability by retrofitting street corners, crossings, and transit stops that do not meet current accessibility standards.

Policy 8.2 Establish protection of human life and health as the highest transportation system priorities, and seek to improve safety through the design and maintenance of streets, sidewalks, intersections and crosswalks.

Action 8.2 Actively identify, on an ongoing basis, opportunities to reduce pedestrian and bicyclist risk by reducing street crossing distances and providing protected facilities such as median refuges and buffered bicycle lanes.

Policy 8.3 Allocate street space equitably among all modes.

Action 8.3 Ensure that pedestrians, bicyclists, transit vehicles and automobiles each have space in the right-of-way that is consistent with the street's designated mobility function and land use context per street typologies and modal-priority overlays as defined in the 2016 Thoroughfares Plan.

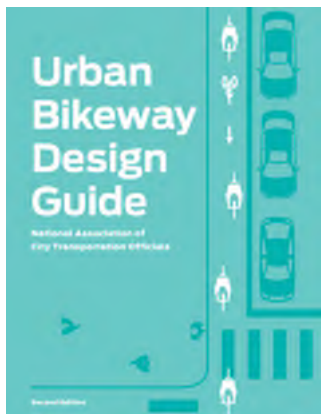
Policy 8.4 Adopt the NACTO Urban Street Design Guide and Urban Bikeway Design Guide as a supplement to the California Manual for Uniform Traffic Control Devices. Eliminate barriers to pedestrian and bicycle travel.

Action 8.4a Develop Pedestrian and Bicycle Master Plans identifying community priorities, designing improvements at a conceptual level, and identifying potential funding sources.

Action 8.4b Identify gaps in the pedestrian and bicycle facilities networks and define priorities for eliminating these gaps by making needed improvements.

Action 8.4c Require the construction of pedestrian and bicycle facilities and amenities, where warranted, as a condition of approval of new development projects.

Action 8.4d Develop a pedestrian and bicycle path along Walnut Creek Wash between Glendora and Sunset. A pedestrian and bicycle path is recommended to take the place of the existing service vehicle access road on the north side of the Wash in the Downtown area, connecting to the existing segment to the east, between Glendora Avenue and Azusa Avenue. The existing segment might also be improved using new signs and other way-finding strategies and enhanced lighting for greater security.



Action 8.4e Explore opportunities for a “shared street” on Toluca Avenue. In the near term, no changes are recommended to this street. However, over the longer term it might be reconfigured as part of redevelopment of adjacent parcels. One option, given the street’s relatively short length and role as a way access to adjacent parcels, rather than as an important element of the larger street network, would be a shared street or “woonerf” configuration in which curbs are eliminated and the roadway is shared by all users, including pedestrians. Such designs are appropriate for low-speed environments, are proven to be safe if properly located and designed, and can greatly contribute to the urban design character of a street by branding it as unique, providing additional opportunities for place-making and greatly improving walkability.

Policy 8.5 Synchronize traffic signals and develop operational enhancements at the I-10 Freeway interchanges to reduce traffic congestion.

Action 8.5 The City of West Covina shall seek congestion management and other available grant funding opportunities to synchronize traffic signals and develop operational enhancements at the I-10 Freeway interchanges.

Goal 9 To improve the experience for transit riders through enhanced amenities, access, safety and landscaping.

Policy 9.1 Work with transit providers to develop high-quality facilities for transit users, including access facilities.

Action 9.1a Explore a free or discount fare zone for transit Downtown. Existing transit service within the Downtown segment of West Covina Parkway is relatively frequent, especially during peak periods. However, existing fare policy limits the use of this service for short trips, including trips within West Covina or within the Downtown area. Notably, Foothill Transit’s frequent Silver Streak service charges a \$2.45 cash fare. While the City of West Covina does not set fare policy for Foothill Transit, it could work with the operator to explore options for facilitating such trips in support of new planned development.

Action 9.1.b Work with Foothill Transit to formalize parking for park-and-ride patrons. Similarly, the City could work with Foothill Transit and property owners to explore options for a transit commuter parking lot or structure, either shared or dedicated. This could serve to improve access to the proposed West Covina Parkway Transit Mall (see Action 9.1d), if it were built, while discouraging illegal “hide-and-ride” parking in restricted lots. Foothill staff have expressed interest in development of a parking structure for patrons in this area, potentially with a transit store and retail uses on the ground floor.

Action 9.1c Explore changes to Go West routes. Go West service could potentially be improved by modifying route alignments and layover/recovery policy in order to allow for a regular, easy-to-remember “clockface” headway or frequency of every 60 minutes on the Red and Blue Lines. Currently, Red Line headway is 56 minutes, while Blue Line headway is 65 minutes, suggesting that the Blue Line route might have to be shortened slightly, or other measures taken to reduce running time.



Civic Center bus stop for express bus.



West Covina Parkway bus stop.

Action 9.1d Implement bus-only lanes and high-quality bus stops on West Covina Parkway between Sunset and Vincent. The segment of West Covina between Sunset and Vincent consists of two general-purpose lanes in each direction, plus left-turn lanes alternating with landscaped medians. Average Daily Traffic, however, is in the 15,000 to 17,000 range, well below the maximum that can be accommodated in a single general-purpose lane each way, plus left-turn lanes. Transit volumes, meanwhile, are up to 20 vehicles per hour, per direction. This level of transit service and a single lane of traffic can accommodate roughly the same number of trips.

To improve reliability for the thousands of daily passengers aboard these buses and to enhance the visibility of existing transit service, the curbside general-purpose lanes should be converted to transit-only lanes. Private vehicles could continue to legally use the lanes to turn right at intersections or curb cuts, maintaining throughput in the general-purpose lanes. As part of this change, the existing 13-foot general-purpose lanes should be narrowed slightly, to provide a traffic-calming effect (while still easily accommodating large trucks).

As part of this project, the City and Foothill Transit should partner to improve the existing Silver Streak stops at California using expanded shelters, real-time arrival information displays, informational kiosks and other amenities for passengers.

Goal 10	To make parking convenient, easy, and accessible.
Policy 10.1	Increase the efficiency, cost-effectiveness and utility of existing parking and road supply by managing demand.
Action 10.1	<p>Evaluate a number of measures to ensure parking availability while reducing costs of parking construction and maintenance, and increasing space for other uses through more efficient management of parking supply.</p> <ol style="list-style-type: none"> 1. Reduced off-street requirements in the downtown area. The City’s existing off-street parking requirements of 2.2-2.25 spaces per unit in multifamily residential developments and 1 space per 250 square feet in most commercial developments (1 space per 3.5 seats plus 1 per 40 square feet of assembly area, or a minimum of 10 per establishment for restaurants) should be reduced for mixed-use developments in the downtown area in association with the other recommended measures. 2. Create a shared parking/“Park-once” district. 3. Parking demand management/parking benefit district. There is currently little on-street parking in Downtown West Covina. However, as on-street and public off-street parking supply is added in the future, it should be managed in one or both of two ways: 1) using pricing, and/ or 2) using time limits. The ideal occupancy rate to ensure turnover in retail districts and a steady stream of customers for shops is approximately 85 percent, meaning that about one out of every seven spaces should be available at all times, or one or two per blockface. If pricing were implemented, time limits should be relaxed or not used at all, and any revenues from meters should be dedicated to streetscape and other improvements benefitting the immediate area, a so-called “parking benefit district.” 4. Parking cash out program. The City’s existing TDM ordinance should be modified to include a parking cash-out option for Downtown employers. Under such a program, employers offer cash payments to employees in lieu of free parking spaces; for many employers, this may result in cost savings as the cost of leasing or constructing parking is reduced. The benefits of parking cash out are numerous, and include: <ul style="list-style-type: none"> • Provides a subsidy to employees who ride transit, carpool, van-pool, walk or bicycle to work. The benefit is valuable to low-income employees less likely to drive to work alone. • Provides a low-cost fringe benefit that can help individual businesses recruit and retain employees. • Parking cash-out requirements are simple to administer and enforce, typically requiring just couple of minutes per employee per month or quarter to administer.
Policy 10.2	To ensure that the City is prepared for future changes in transportation technologies and preferred modes of travel, seek to incorporate emerging mobility options such as Transportation Network Companies (TNC) and autonomous vehicles into planning and other efforts.
Action 10.2a	Increased adoption of TNCs and introduction of autonomous vehicles may reduce parking needs, consider investing in surface parking lots and on-street spaces that can be more easily repurposed for other needs.
Action 10.2b	Facilitate use of TNCs by requiring TNC/taxi loading zones in large developments.
Action 10.2c	Partner with private transportation providers, for example by distributing information on local travel options on digital platforms, by providing subsidized TNC/taxi trips in lieu of fixed-route transit service, or by sharing travel data.

Shared Parking

Mixed-use developments offer the opportunity to share parking spaces between different uses, thus reducing the total number of spaces required to maintain the same level of parking availability. Shared parking offers many benefits, including reduced costs, more efficient use of limited land resources, greater flexibility in design and reduced traffic congestion. There are two types of shared parking arrangements:

1. **Proximate uses with staggered demand peaks.** Different land uses generate demand at different times of day, and sharing rather than segregating parking for distinct but adjacent uses can ensure that the same parking lot that was used by employees and shoppers during the day can be used by residents at night.
2. **Internal capture of trips between proximate uses.** In a “park-once district” including two or more nearby developments with a shared parking arrangement, visitors may park once and travel between nearby destinations on foot rather than getting back into their cars for each separate trip. In addition to other benefits, this reduces traffic congestion.



5. Our Resilient Community

- Goal 11** **Integrate low-carbon built environment and practices in Downtown, and in every aspect of the Downtown Plan.**
- Policy 11.1 Reduce net energy consumption and greenhouse gas emissions.
- Action 11.1a Amend development code in the downtown area to:
1. Encourage compact built environments comprised of pedestrian scaled blocks and streets that make it easier for people to walk, bike, and use transit;
 2. Encourage the location, scale, and design of squares, plazas, and parks to reflect their importance and value as cultural, commercial, and natural resources; and
 3. Encourage development with higher intensities close to transit, and encourage a mix of uses that allows most needs to be met on foot.
- Action 11.1b New construction should meet Title-24 energy requirements and any local green standards adopted by Council. Offer Downtown businesses and multi-family residents energy conservation auditing and advice on energy retrofits with rebates and incentives, possibly in cooperation with Southern California Edison.
- Policy 11.2 Promote best practices for water conservation, re-use, & retention as part of new construction, renovations, site improvements, and landscaping.
- Action 11.2 Integrate visible environmental site design strategies that provide multiple performance area benefits for water quality, habitat, health and aesthetic improvement. Strategies include:
1. Pervious pavement;
 2. Reduce impervious cover to maximize infiltration and/or green space;
 3. Use street trees for stormwater interception, temperature mitigation and air quality improvement;
 4. Bioswales/biofiltration/bioretenion/bioinfiltration;
 5. Rainwater harvesting for retention, irrigation and gray water;
 6. Install drought tolerant plant materials; and
 7. Install smart irrigation controllers designed to reduce water demand and curtail water runoff.
- Policy 11.3 Implement “green” streetscape elements for purposes of beautification, carbon reduction and stormwater runoff management.
- Action 11.3a Develop a green infrastructure plan addressing design, implementation and maintenance of landscape elements in public rights-of-way. This plan should include design guidance, standards and best practices.
- Action 11.3b As part of the green infrastructure plan, develop a strategy to increase the downtown tree canopy by adding 100 new trees in the downtown area annually.
- Action 11.3c Continue to require new development and public infrastructure to incorporate “best-practices” to protect and improve ecological quality and functions relating to stormwater, by treating urban runoff, retaining stormwater, and attaining no net increase in runoff from Downtown.
- Action 11.3d Develop an interpretive signage program to heighten awareness of Walnut Creek, drainage patterns, natural areas, and sustainability features in Downtown.

- Policy 11.4 Encourage new “green businesses” and institutions to locate Downtown, and existing businesses and institutions to reduce operating costs by going “green.”
- Action 11.4a Promote environmental business practices to reduce energy use, reduce water use, reduce waste and increase recycling and composting.
- Action 11.4b Promote Downtown as a recognized location for businesses and institutions that are committed to environmental sustainability, by working with developers, real estate brokers, and local companies.
- Action 11.4c Develop a marketing plan to attract green enterprises by highlighting Downtown’s transit-accessible location, and green practices that will be implemented.
- Policy 11.5 Promote strategies that connect Downtown residents, businesses and visitors with local sources of products, services, and healthful foods.
- Action 11.5 Retain and expand farmers market in the Downtown Area. Support organizations that promote farmers market, “community supported agriculture,” and buy-local initiatives.
- Policy 11.6 Maximize recycling and reuse opportunities for residents, workers, visitors, businesses, and institutions.
- Action 11.6a Educate building owners, managers and tenants about techniques for on-site recycling, local recycling programs and State “recycling plan” requirements.
- Action 11.6b Expand recycling receptacles on street and in other public open spaces, and provide for their continued maintenance. Evaluate opportunities for composting receptacles on street and in other public open spaces, and consider their implementation.
- Action 11.6c Encourage recycling at all Downtown events.

6. Our Healthy and Safe Community



- Goal 12** Create environments that encourage safe and healthy lifestyles and maximize the opportunities for physical activity. Well-designed public and semi-public realms foster social interaction, and good programming can draw people out of their homes and into their community.
- Policy 12.1** Make healthy choice the easy choice.
- Action 12.1a** Provide opportunities for physical activities by expanding on- and off-street networks serving pedestrians and bicyclists, and increasing access to safe, comfortable, and interesting public spaces.
- Action 12.1b** Adopt a Downtown Code that addresses:
1. Standards for developing a pedestrian and bicycle path along Walnut Creek Wash;
 2. Allowances for farmer’s market on parcels within the Downtown area;
 3. Internal circulation within buildings to encourage the use of stairs between floors; and
 4. Bike parking standards.
- Policy 12.2** Provide community safety through enhanced police and fire services.
- Action 12.2a** Add bike patrol in Downtown area to prevent, intervene, and enforce activities while allowing personalized police contacts that enhance the relationship between the police department and the people it serves.
- Action 12.2b** Locate a future Police and Fire Department public service center to increase the presence and services in the Downtown area.
- Action 12.2c** Incorporate Crime Prevention Through Environmental Design (CPTED) principles and best practices into zoning ordinances and development review processes for new development and major rehabilitation.
- Policy 12.3** Limit the exposure to potential natural hazards through adoption and enforcement of appropriate building standards, land use controls, and environmental review.
- Action 12.3** Require all development to comply with the provisions of the latest California Building Code, including provisions related to proper design and engineering to mitigate potential impacts from seismic events, fires, and other hazards.
- Policy 12.4** Ensure that new development is not exposed to excessive noise.
- Action 12.4** Through the environmental review process, require applicants for new development proposals to analyze potential noise impacts on nearby noise-sensitive receivers before project approval. If noise levels generated by the proposed development would exceed the “normally acceptable” range shown in General Plan Noise Element, require appropriate noise mitigation so that these levels would no longer be exceeded.

7. Our Active Community



- Goal 13** Enhance the value of fitness and celebrate healthy living, and acquire, develop, and maintain quality of public open spaces and trails.
- Policy 13.1** Encourage the distribution of a variety of park types and sizes throughout the City.
- Action 13.1** Develop new neighborhood parks, and pocket parks as feasible and appropriate to meet downtown needs.
- Policy 13.2** Encourage the development of non-traditional park types, including urban trails and linear parks.

- Action 13.2 Work with the County to initiate efforts to create a linear park public trail system along the Walnut Creek.
- Policy 13.3 Develop a network of open spaces.
- Action 13.3 Connect parks, sidewalks, and streets with the Walnut Creek trail.
- Policy 13.4 Investigate and evaluate opportunities and incentives for other agencies, non-profits, private businesses, and business improvement district (BID) to participate in the maintenance and replacement costs of parks, and open space in the downtown area.
- Action 13.4a Develop an initiative to encourage “Friends of Parks” service organizations like West Covina Beautiful or Community Service Group for short term clean-up projects.
- Action 13.4b Update the impact fee schedule as necessary to ensure that downtown development provides its fair share of parks facilities in the downtown area.

8. Our Creative Community

Goal 14 Weave culture into the fabric of Downtown everyday life through the growth and expansion of cultural institutions and by nurturing creative and artistic expressions in the public realm.

- Policy 14.1 Promote Downtown as West Covina’s cultural heart.
- Action 14.1a Increase participation in the cultural life of Downtown by:
 1. Hosting events at parks and gathering places in Downtown; and
 2. Facilitating transportation to cultural events.
- Action 14.1b Develop a cultural tourism initiative to promote public awareness of cultural offerings in the Downtown area.
- Action 14.1c Feature cultural offerings on existing Downtown signs.
- Action 14.1d Facilitate the display of local art at downtown civic locations like City Hall, Library, and Courthouse.
- Policy 14.2 Leverage cultural resources to support downtown revitalization.
- Action 14.2a Reuse vacant or underused downtown buildings to provide shared space for artists or cultural enterprise, or to display works of cultural significance.
- Action 14.2b Engage downtown retailers, hotels, and restaurants to increase awareness of local cultural resources.
- Action 14.2c Increase public art and cultural expression throughout Downtown. Continue to require works of art in Downtown public spaces for new development.
- Action 14.2d Sponsor and organize local art exhibits in public facilities, performances, festivals, cultural events, and forums.
- Action 14.2e Establish an online Downtown-driven calendar of festivals and events to promote cultural activities.
- Action 14.2f Strengthen wayfinding signs to help profile cultural resources.
- Policy 14.3 Expand places and spaces where cultural activities can occur.
- Action 14.3a Undertake a systematic audit of places in Downtown where cultural activities currently or potentially could take place. Make this database accessible to assist cultural groups in finding potential venues for their activities.
- Action 14.3b Meet diverse needs for performance, exhibition, and workspace.
- Action 14.3c Examine current permitting requirements with the objective of supporting and facilitating community groups planning festivals and events.



FORM-BASED

GOODIES



Part 4 Code

Introduction

Place-based Planning

West Covina provides a range of living, working, and recreational options to suit diverse needs. The form and character of the different human habitats is conceived as a geography of diverse place types such as neighborhoods, districts, and corridors. The Urban Form Map of the General Plan coordinates the community's priorities into a physical framework to achieve the vision. The City's urban form informs and guides the nature, form and character of the built physical environment. Community preferences and directions shaped corresponding policies and actions. These statements guide the built environment - from a broad, citywide scale, to a detailed scale of individual neighborhoods, blocks, buildings and physical character, consistent with the history and desired future of the place.

The City's Urban Form Map provides an understanding of the intent and character of the different place types within the community, including the Downtown District. This

understanding provides scale and context that serves as a foundation for developing this Downtown Code.

Form-Based Code

The Downtown Code is a Form-Based Code (FBC).

FBCs are an alternative to conventional zoning regulations. FBCs are purposeful place-based regulations with an increased focus on the design of the public realm: the public space defined by the exterior of

buildings and the surrounding streets and open space. FBCs can be used to protect and preserve stable areas from incompatible development and to attract appropriate (re)development to transform areas.

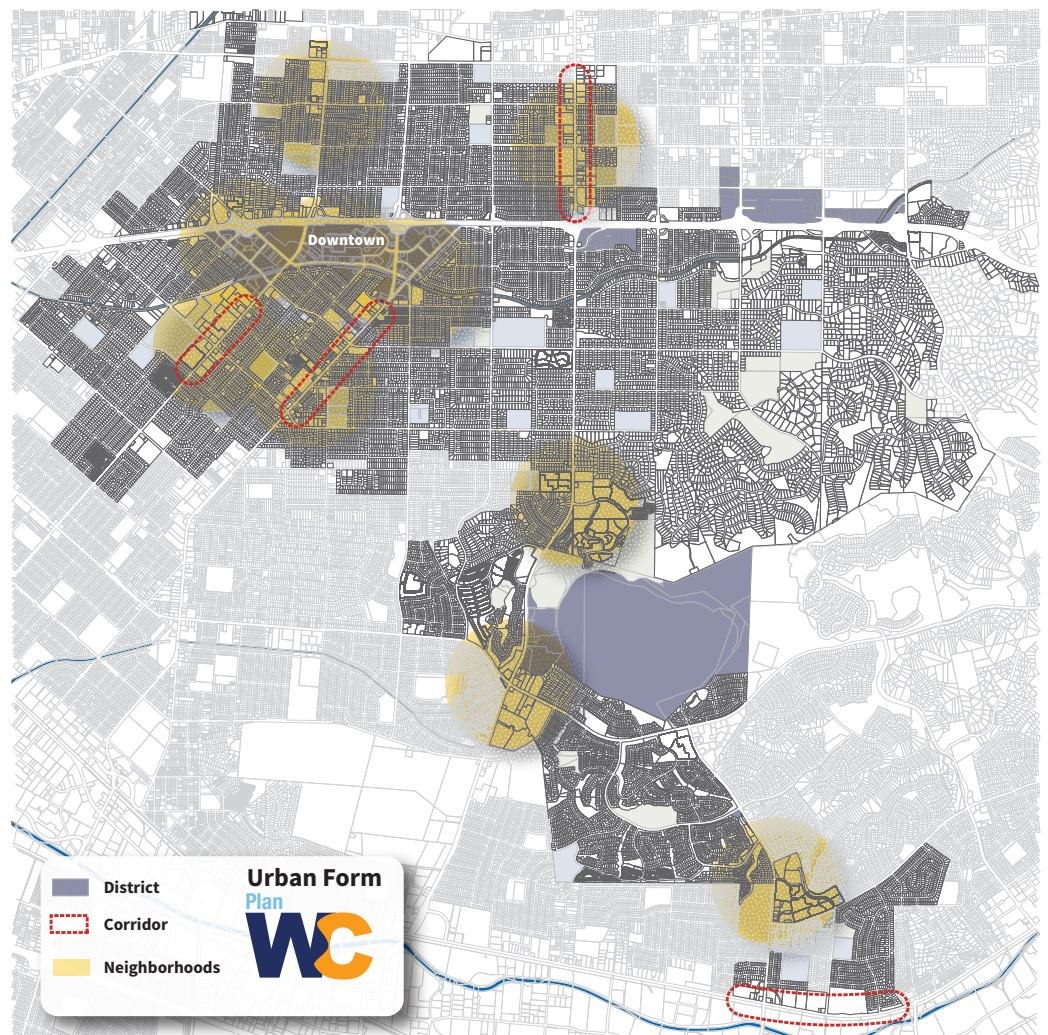


Figure 4.1 West Covina Urban Form Map

“ FBCs foster predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as their organizing principle. These codes are adopted into city or county law as regulations, not mere guidelines. FBCs are an alternative to conventional zoning.

—Form-Based Codes Institute

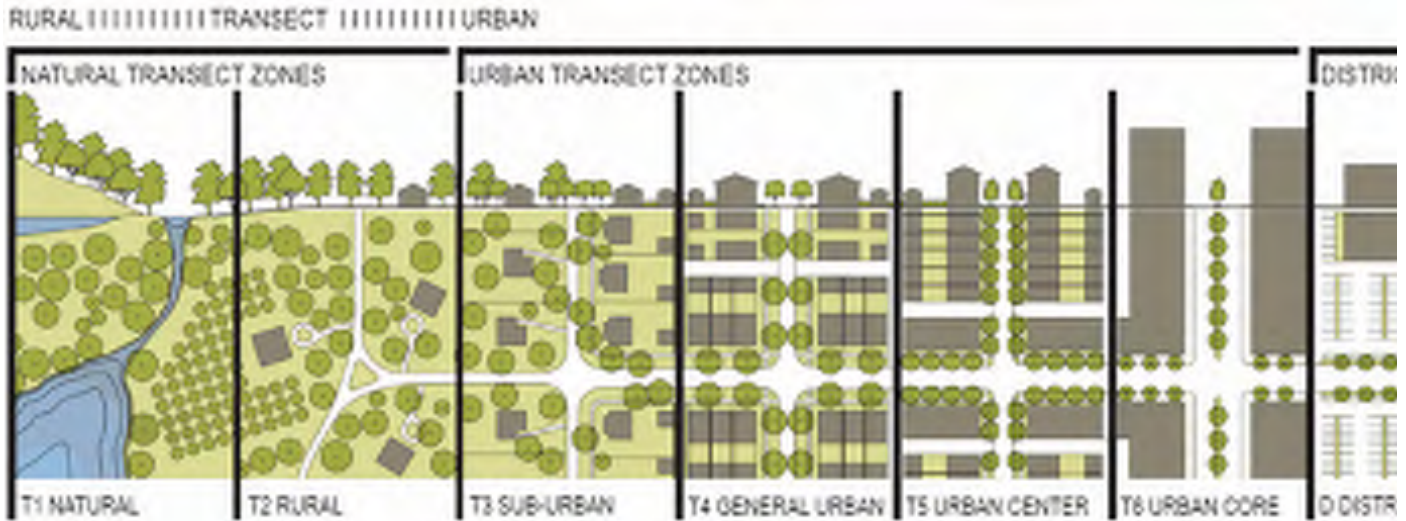


Figure 4.2 The transect. Drawing by DPZ & Company, LLC.

A key difference between conventional use-based and FBCs is that FBCs do not determine entitlements through FAR or units per acre. The conventional density controls have failed to produce diversity in living and working arrangements in a contextual manner. Instead, FBCs deal with building types that differ in intensities of development. Building types is a classification system resulting from the process of creation, selection, and transformation of a few basic character defining features of a building that when repeated, produce predictable results. Building types encourages a much more diverse stock of buildings that can accommodate a higher intensity of development gracefully in a contextual manner and produces great places. The diverse building types also offers a variety of local

affordable housing options for all incomes and ages. Human scaled building types when consistently aligned with similar or compatible building types create a harmonious and pedestrian-friendly streetscape.

Transect

The operating system for the Downtown Development Form-Based Code is the Transect. A Transect is an organizing framework for coding all elements of the built environment on a scale from rural to urban. As a progression through a sequence of habitats from rural to downtown core the differences in design and ecology vary based on character and intensity of the place.

The transect begins with two zones that are non-urban: the Natural which includes wilderness and rural which includes farmland or open land. T-3

is sub-urban — primarily single-family residential neighborhoods. T-4 is primarily residential but more urban with a mix of housing types and slightly greater mix of uses. T5 is neighborhood center and T6 is urban core that serves the region as well as adjacent neighborhoods.

The central objective of the code is to expand and not limit choices. Instead of one-size-fits-all regulation, the use of transect zones enables a range of development characters and intensity in a highly contextual manner. The Downtown Code consists of T5, and T4 transect zones.

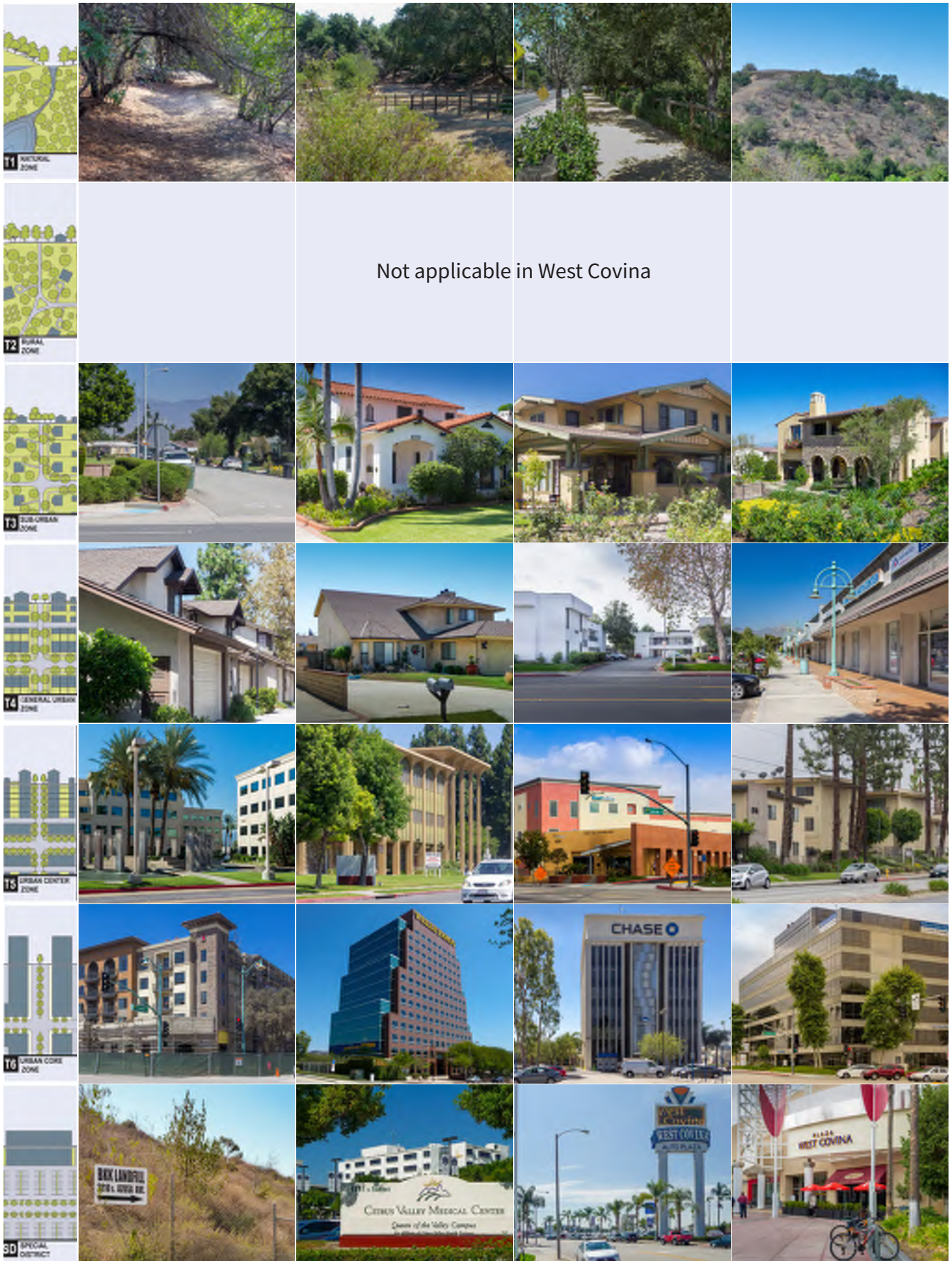


Figure 4.3 West Covina transect.

The Development Code consists of the following sections:

- Section 1 Purpose and Applicability**
Purpose, use, and applicability of the code.
- Section 2 Zones and Regulating Plan**
Map with zones that assign the code’s various standards to physical locations.
- Section 3 Land Use Standards**
Allowed, prohibited, and restricted land uses.
- Section 4 Development Standards by Zone**
Setbacks, height, and parking standards aimed at generating the individual buildings on a block that collectively with other buildings will shape the form of the public realm.
- Section 5 Building Standards**
Design standards for individual buildings.
- Section 6 Frontage Standards**
Standards for private frontages that provide a transition and interface between the street and the building.
- Section 7 Streets and Block Standards**
Design standards for streets and blocks.
- Section 8 Civic Space Standards**
Standards for parks and open spaces.
- Section 9 Landscape Standards**
Landscape standards for streets and open spaces.
- Section 10 Other Standards**
Design standard for streetscape elements.
- Section 11 Administration**
Responsibility and authority to review and make final decision.
- Section 12 Definition**
General and land use terms defined.

Section 1: Purpose and Applicability

1.1 Purpose

1.1A Intent of Downtown Code

The Development Code implements the Downtown Vision and Goals and Policies. The prescriptive standards in the Development Code ensure that new development projects exhibit the highest standards of urban design, architecture, and landscaping at the scale of neighborhood, block, lot, and building according to the Transect.

The Downtown vision's form is compact, walkable, and mixed use. The urban form is intended to be inviting, comfortable, safe, and ecologically resilient. The Development Code allows a mix of uses within a walkable environment so driving is an option, not a necessity to meet everyday needs.

1.1B Relationship to General Plan

The Downtown Code is consistent with the West Covina General Plan currently in effect, as required by Government Code 650000, et seq., California Statute. The Downtown Code implements the "Downtown First" focus of the General Plan and the community supported vision for Downtown District.

1.1C Relationship to Municipal Code

Chapter 26, Article 15 of the West Covina Municipal Code (WCMC) shall be referred to as the "Downtown Code." The Downtown Code provides all requirements for development and land use activity within the boundaries identified in Figure 4.1.1. Except as specifically referenced within the Downtown Code, the West Covina Municipal Code requirements in place prior to the adoption of the Downtown Code are hereby replaced by Chapter 26, Article 15.

1.2 Purpose and Applicability

1.2A Use of Downtown Code

The Downtown Code shall be administered by the West Covina City Council, hereafter referred to as the “Council;” the Planning Commission, hereafter referred to as the “Commission;” the Planning Director, hereafter referred to as the “Director;” and the West Covina Planning Department, hereafter referred to as the “Planning Department.”

1.2A.1 Responsibility for Administration

The Planning Department shall be the primary body responsible for administering the Downtown Code subject to the provisions of Section 12, ‘Administration’.

1.2B Applicability to Municipal Code

Property, including structures, land uses and physical improvements such as signs, landscaping, and lighting within the boundaries of the Downtown Code (Figure 4.1.1) shall comply with all applicable requirements of the Downtown Code as follows:

1.2B.1 Zoning District(s) Requirements

All property subject to Downtown Code shall comply with the relevant requirements of the applicable zoning district(s).

1.2B.2 Conflicting Requirements

Where a requirement exists for the same topic, in both the Downtown Code and other sections of the West Covina Municipal Code, the requirement of the Downtown Code shall prevail unless otherwise specified.

1.2B.3 Permit Approval Requirements

Each structure and land use shall be constructed, reconstructed, enlarged, altered, moved or replaced in compliance with the following requirements:

- a Allowable use: The land use must be allowed in the zoning district where the site is located (see Table 4.3.1).
- b Permit and approval requirements: Any and all permits or other approvals required by the Downtown Code shall be obtained before the issuance of any required grading, building, or other construction permit, and before the proposed structure(s) is constructed and land use established or otherwise put into operation.
- c Development standards, conditions of approval: Each land use and structure shall comply with the applicable development standards of the Downtown Code for the zoning district in which the site is located.
- d Nothing in this Downtown Code eliminates the need for obtaining other permits required by the City, or any permit, approval, or entitlement required by any other applicable district or agency, and/or the regulations of any State, or Federal agency. By way of example but without limitations, the following procedural requirements of the Zoning Regulations and State law shall also apply within the Downtown Code boundaries:
 - Alcoholic Beverage Sales (WCMC, Chapter 26, Article XII, Division 15)
 - Subdivision Procedures (WCMC, Chapter 20)
 - Affordable Housing (WCMC, Chapter 26, Article XII, Division 6)

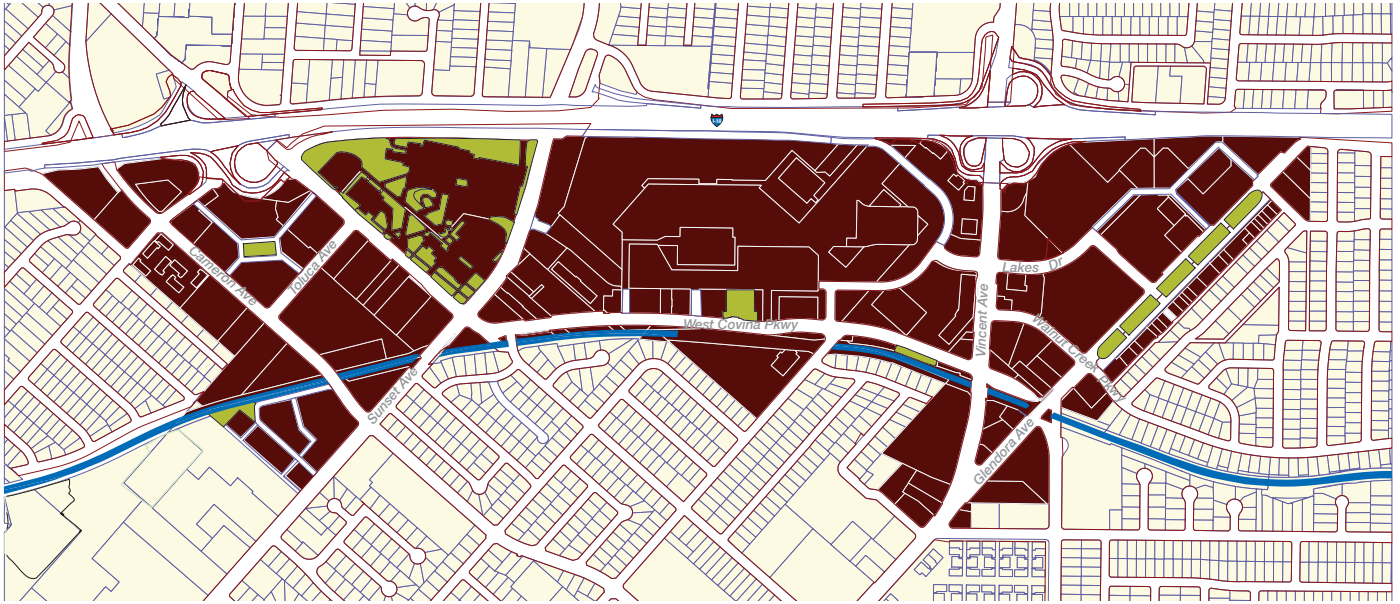


Figure 4.1.1: Area regulated by the Downtown Code.

1.2B.4 Improvements, Modifications Or Expansions to Sites or Structures

- a Improvements to Conforming Structures or Sites Applications that involve an improvement to a conforming site, an existing conforming structure(s), or a modification/expansion of an existing conforming structure(s), sign(s) are subject to the applicable requirements of the Downtown Code
- b Improvements to Non-Conforming Structures or Sites Applications that involve an improvement to a non-conforming site, an existing non-conforming structure(s,) or a modification/expansion of an existing non-conforming structure(s), sign(s) shall comply with the applicable requirements of WCMC, Chapter 26, Article V.
- c Civic Buildings Applications that involve a civic building as defined by the Downtown Code shall comply with Section 1.2 B.7.

1.2B.5 Modification or Subdivision of Existing Parcel(s)

Applications involving the modification of an existing parcel or the subdivision of an existing parcel shall comply with the applicable requirements of the applicable zoning district(s) and Section 7.0 ‘Streets and Blocks’.

1.2B.6 Approved Entitlements

Entitlements approved prior to the adoption of the Downtown Code that have yet to be constructed are not subject to the Downtown Code. The entitlement(s) may not be extended beyond the four year approval period and upon expiration, the owner must demonstrate substantial completion in constructing the approved structure(s) or the property shall then comply with the Downtown Code. Substantial completion means at least 90 percent completion of the approved structure(s) as determined by the City of West Covina Building Official.

1.2B.7 Civic Buildings

Applications involving the modification or construction of a building for civic purposes as defined in Section 13.0 “Definitions”, shall comply with the following:

1. Section 5.0 Building Standards are not required of civic buildings.
2. All other sections of the Downtown Code apply.

1.2C Non-conforming Regulations

This section regulates nonconforming lots, nonconforming structures, and nonconforming uses, including uses that are nonconforming as to required off-street parking. This section is intended to allow nonconforming lots, structures, uses, and off-street parking arrangements to continue to the extent consistent with the health, safety and public welfare purposes of the Downtown Plan, with the ultimate goal being to bring such nonconforming lots, structures, and uses into compliance with the overall downtown vision.

1.2C.1 Nonconforming Buildings or Structures

Buildings or other structures that are nonconforming as to setback, yard, height, or other Downtown Code provisions may be repaired, replaced, or added to, only to the extent permitted by this section:

- a **Subdivision:** Lots which are nonconforming as to width may be adjusted or subdivided provided the resulting re-configuration brings the nonconforming lot into, or closer to, conformity with the requirements of this plan.
- b **Additions:** A nonconforming building or other structure may be added to, provided that an addition of 50% or more of the existing floor area shall trigger compliance with all Downtown Code provisions for the portion of the building or structure comprising the addition.
- c **Restoration of building or other structure:** If a nonconforming building or structure is damaged or partially destroyed by fire, flood, wind, earthquake, or other calamity or act of God, structural alterations, or other repairs for purposes of reconstruction may be carried out so long as they are repaired or replaced to no more than their original size (i.e., no additional floor area shall be added).
- d **Other repair:** Repair of nonconforming buildings or other structures, other than structural alterations and other repairs required for restoration of damaged or partially destroyed buildings, may be carried out provided that:
 - 1. No structural alterations may be carried out unless those structural alterations are determined by the building official to be required for protection of the public health or safety; and
 - 2. No like-for-like reconstruction of nonconforming buildings or other structure may be carried out unless such reconstruction is determined by the building official to be required for protection of the public health or safety.

1.2C.2 Remodels, and other additions or alterations

Notwithstanding any provisions of the above-listed standards, in any instance where a person proposes to, or commences to, alter, expand, or add to an existing nonconforming building or structure and nonconforming portions of the nonconforming building or structure are demolished in the course of such alterations, expansions, or additions, all nonconforming portions of the building or structure so demolished shall be reconstructed in compliance with all requirements of this Downtown Code. This requirement shall apply regardless of whether such demolition is determined by the building official to be necessary to comply with the Uniform Building Code or required for the protection of the public health and safety.

1.2C.3 Nonconforming Uses

A nonconforming use, including any uses incidental thereto, may not continue, if ceased for a period longer than one year.

1.2C.4 Nonconforming as to Parking

All uses that are nonconforming as to the off-street parking requirements of this plan shall comply with the following:

- a **Repair of buildings:** Where the off-street parking provided for a use does not meet the requirements of this plan, repair of any buildings on the site occupied by that use may be carried out, provided that, no structural alterations may be carried out unless the building official determines those structural alterations to be necessary for the protection of the public health and safety. If structural alterations are carried out which are not determined by the building official to be necessary for the protection of the public health or safety, all off-street parking requirements of this plan must be met by any and all uses occupying, or otherwise using, any buildings on the subject site.
- b **Additions to building:** Where the off-street parking provided for a use does not meet the requirements of this Downtown Code, additions to buildings on the site occupied by that use may be carried out only if all requirements of this Downtown Code are met by any and all uses occupying, or otherwise using, any buildings on the subject site.
- c **Vacancy:** In addition to the above provisions regarding discontinuance of nonconforming uses and change of a nonconforming use to a conforming use, where any non-residential use does not meet the off-street parking requirements of this plan, and the building which the non-residential use occupies becomes and remains vacant for an uninterrupted period of 1 year, the building may not be reoccupied, nor may any new land use be initiated anywhere on the site, unless all requirements of Downtown Code are met.

1.2C.5 Abatement of Nonconforming Uses

Where no buildings are occupied or otherwise used in connection with a nonconforming use, that use shall be terminated within one year from the date it became nonconforming, provided that for any use that becomes nonconforming as a result of a zone change, the specified one-year period of time for the termination of the nonconforming use shall be computed from the effective date of the zone change.



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Section 2 Zones and Regulating Plan

2.1 Zoning Districts and Overlays

2.1A Purpose and Establishment of Zoning Districts and Overlays

This section establishes the zoning districts and overlays to implement the Downtown Plan for property and rights-of-way within the Downtown Code boundaries. Property and rights-of-way subject to the Downtown Code shall be divided into the following zones and overlays, which shall be applied to all property as shown on Figure 4.2.2.

2.1B Zoning Districts and Overlays

The following zoning districts and overlays are established and applied to property within the boundaries of the Downtown Code. Refer to Table 4.2.1 for the intent and descriptions of the zoning districts and section 2.2A2 for descriptions of the overlays:

- T-5 Urban Center Zone
- T4 General Urban Zone
- T4 Urban Neighborhood Zone
- Civic Zone
- Shopfront Overlay

2.2 Regulating Plan

2.2A Purpose and Establishment of Regulating Plan

This section establishes the regulating plan, Figure 4.2.2, as the map that identifies and implements the various intentions and principles of the Downtown Plan. Figure 4.2.2 defines the zoning districts, overlays and standards for site development, design and land use through the following:

- 1 Zoning Districts. Each zoning district is allocated standards in the following areas:
 - a. Building Placement
 - b. Allowed Building Types
 - c. Allowed Frontage Types
 - d. Building Height and Size
 - e. Allowed encroachments into required yards
 - f. Parking Placement and Site Access
 - g. Required Parking
 - h. Allowed Land Uses
 - i. Allowed Signage Types
 - j. Allowed Street Types
- 2 Shopfront Frontage Overlay. This overlay is intended to accommodate ground-floor activity along streets, such that, from the perspective of a pedestrian, the streetscape is active and pedestrian-oriented. Commercial, retail, and residential uses are encouraged in this zone. All buildings in this overlay zone must meet the minimum floor-to-ceiling height requirements of Section 4.2. (See page 51). Building frontage must comply with the Shopfront Frontage requirements of Section 6.2.F (See Page 72).
- 3 Regulating Plan Diagram. Each zoning district and overlay established by the Downtown Code is identified on Figure 4.2.2 to show the boundaries of each zoning district and overlay as well as the parcels within each boundary. Figure 4.2.2 is established as the zoning atlas for all property within the Downtown Code boundaries.

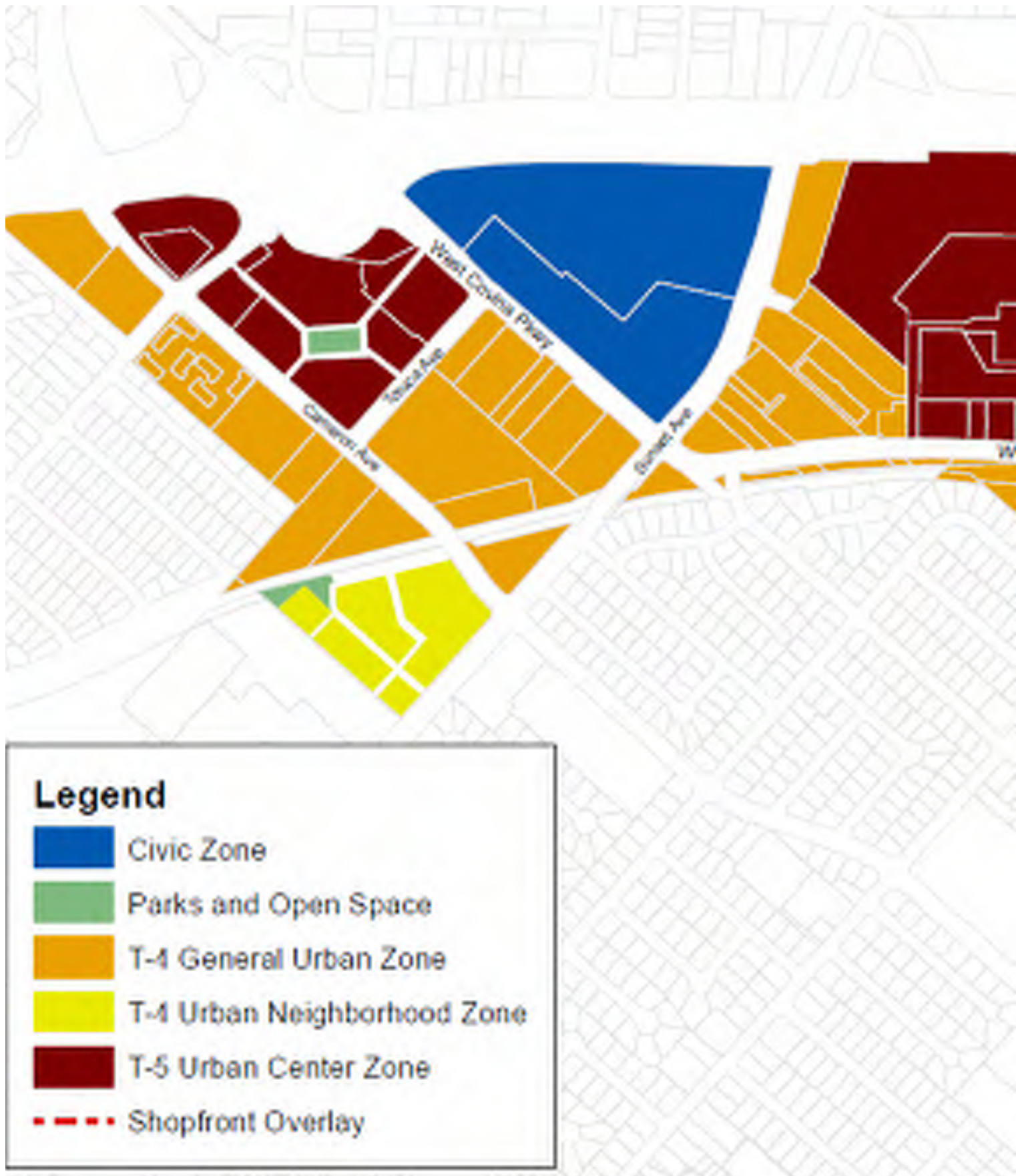


Figure 4.2.2: Regulating Plan

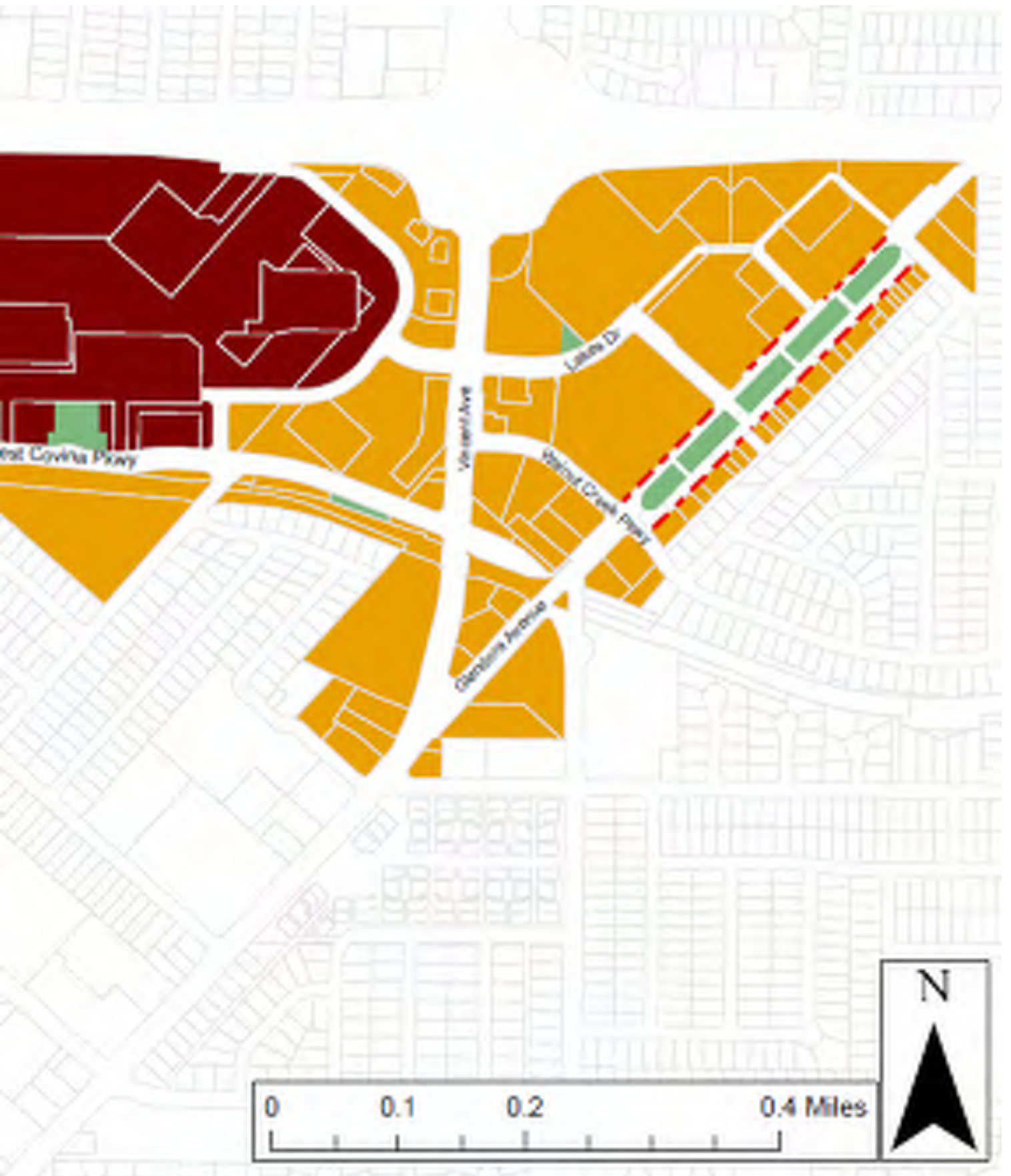


Table 4.2.1: Summary of Zoning Districts

Zoning District	T5 Urban Center	T4 General Urban	T4 Urban Neighborhood	Civic Spaces
				
Intent	This zone is comprised primarily of regional serving retail, office, entertainment, and hospitality uses.	This zone is comprised primarily of community serving retail, office, entertainment, and hospitality uses.	This zone is applied to areas at the edge of Downtown District. The zone is comprised primarily of single family, and single-family-compatible multi-family residential uses including live/work.	The zone consists of public parks and open space. Open Space and parks are used for preservation of natural resources, passive and active outdoor recreation, and scenic and visual enjoyment.
Desired Form	New buildings are block scale, up to five stories in height, buildings at the ROW, and active ground floor commercial activities on key streets.	New buildings are block scale, up to three stories in height, buildings at the ROW and active ground floor commercial activities on key streets.	New buildings are house-scale, up to three stories in height, set back from the sidewalk to provide a buffer between the sidewalk and the low intensity dwellings.	Generally free from development or developed with low intensity uses that respect and support natural environmental or recreational needs.
Streetscape and Public Realm	Active streetscapes providing continuity with adjacent areas. Commercial frontages such as shopfronts, arcades, or galleries; wide sidewalks; and street trees encourage interesting, safe, and comfortable walking environment.	Active streetscapes providing continuity with adjacent areas. Commercial frontages such as shopfronts, arcades, or galleries; wide sidewalks; and street trees encourage interesting, safe, and comfortable walking environment.	Streetscapes are suburban with active ground floor residential frontages such as moderately sized front yards, porches and stoops that face tree-lined streets.	Visibility is an important design criteria for enhancing people's comfort and security. The open spaces should be in the line of sight of adjacent land uses and activities to ensure visibility. The frontages should have active edges such as front doors, windows, and storefronts.
Parking	Parking consists of on-site spaces located either behind buildings or in above- or underground parking structure. On-street public parking spaces are provided. Parking ratios are lower due to available transit and shared parking options.	Parking consists of on-site spaces located either behind buildings or in above- or underground parking structure. On-street public parking spaces are provided. Parking ratios are lower due to available transit and shared parking options.	Parking consists of on-street spaces for visitors with off-street parking for residents in the rear 1/2 of the lot and shielded from the public right-of-way to emphasize the low intensity nature of the zone.	Parking should not be allowed on open spaces. All parking should be located on-street. The location and design of open space should facilitate walking and biking to the open spaces. Off-street parking may be necessary for community park.
General Use	Buildings are occupied with ground floor commercial, retail, and office activity. Upper floors and the floor area behind shopfronts is flexible for a wide variety of office, civic, lodging, housing, or additional commercial uses.	Buildings are occupied with ground floor commercial, retail, and office activity. Upper floors and the floor area behind shopfronts is flexible for a wide variety of office, civic, lodging, housing, or additional commercial uses.	Buildings are occupied with residential uses, limited live/work uses and home occupation activity.	The presence of civic buildings that complement and support the open spaces reinforce the public nature of the space.

Section 3 Land Use Standards

3.1 Land Use Standards

3.1A Permitted Land Uses

This section of the Downtown Code establishes the permitted land uses in each zone and the corresponding permit requirements. A parcel or building subject to the Downtown Code shall be occupied with only the land uses allowed by Table 4.3.1. Definitions of allowed land uses are provided in Section 13.0. If a land use is not defined in this section the Director may determine that the use is not permitted, or determine the appropriate definition and determine the proposed use to be permitted provided the Director makes the following findings in writing:

- 1 The land use will not impair the orderly implementation of the West Covina General Plan and Downtown Vision in Part 2.
- 2 The land use is consistent with the purpose of the applicable zoning district.
- 3 The characteristics and activities associated with the proposed land use are similar to one or more of the listed land uses in Table 4.3.1, and will not produce greater impacts than the land uses listed for the zoning district.
- 4 The land use will be compatible with the other land uses allowed in the zoning district.
- 5 The land use is not listed as allowed in another zoning district.

Table 4.3. 1: Permitted Land Uses

	T5-UC	T4-GU	T4-UN
Retail Stores and shops engaged in the sale of goods and merchandise	P	P	X
Alcohol off-sale (see art. XII, div. 15)	AUP	AUP	X
Alcohol off-sale, instructional tasting (see art. XII, div. 15)	CUP	CUP	X
Hookah Lounge (accessory)	CUP	CUP	X
Postal Services	P	AUP	X
Retail and Cigar Lounge	CUP	CUP	X
Restaurants (prepare and sell food and beverages)	P	P	X
Accessory use with solo musician	AR	AR	X
Karaoke (accessory)	P	P	X
Outdoor seating area	AR	AR	X
Restaurant with alcohol	AUP	AUP	X
Restaurant with dancing , restaurant with live entertainment, craft brewery (including retail sales), craft winery (including retail sales), wine bars (including retail sales), craft brewery or winery and wine bar with live entertainment	CUP	CUP	X
Bar	CUP	CUP	X
Solo musician	AR	AR	X
Personal Services	P	P	X
Automated teller machines (walk-up) off the premises of a financial institution	AR	AR	X

	T5-UC	T4-GU	T4-UN
Barber and beauty shops with accessory permanent make-up use and/or accessory massage	AR	AR	X
Barber, beauty, and jewelry shops with accessory body piercing use	AR	AR	X
Massage Parlor (Primary Use) (see art. XII, div. 12)	CUP	X	X
Tattooing (see art. XII, div. 24) with accessory permanent makeup and/or body piercing use	CUP	CUP	X
Tutoring facility	AUP	AUP	X
Medical Services			
Medical Services (2,500 s.f. or less)	P	P	X
Medical Services (more than 2,500 s.f. in Shopfront Overlay Zone only)	P	CUP	X
Medical Services (more than 2,500 s.f.)	P	P	
Hospital	CUP	CUP	X
Mental institutions and sanitoriums	CUP	X	X
Veterinary hospital	CUP	CUP	X
Office Professional Including professional offices, commercial art and design, counseling services, scientific and research organizations, research and development, media postproduction, and news services.	P	P	X
Commercial radio or television station	CUP	CUP	X
Incubator (office use)	P	P	X
Incubator (business startup including kitchen, 3D-printing, similar)	CUP	CUP	X
Bank/Financial services	P	P	X
Automated teller machines (walk-up) on the premises of a financial institution	AR	AR	X
Lodging Services	CUP	CUP	X
General Services	P	P	X
Adult care facility, day care center, institutions of philanthropic nature	CUP	CUP	X
Mortuary	CUP	CUP	X
Communications, Transportation, Infrastructure			
Wireless telecommunication facilities —building and/or roof-mounted facilities (see art. XII, div. 16)	AUP	AUP	X
Monopoles and alternative antenna support structures (see art. XII, div. 16)	CUP	CUP	X
Auto Related Parking facility, public or private	P	P	X
Auto Service Station	CUP	CUP	X
Civic (Recreation, Education, Public Assembly, Artisan)	P	P	X
Art Lounges or Theaters with On-Sale Alcohol	CUP	CUP	X
Athletic club/gymnasium (section 26-685.20), religious facility, public utility stations, wells and similar facilities, recreational Centers (private), schools and colleges, professional, business & trade School.	CUP	CUP	X
Billiard parlor and pool hall, bowling alley, convention hall, game arcade, theater (not open air), trade show, exhibit building, indoor recreation facility. (see art. XII, div. 15)	CUP	CUP	X
Schools (dancing, martial arts, music, art and similar type schools), studio-art, dance, martial arts, music, etc.	AUP	AUP	X
Residential	P	P	P
Conversions from apartments to condominiums, senior Citizen Housing	CUP	CUP	CUP
Skilled nursing facility and assisted living facility	CUP	CUP	X
Home occupation	P	P	P
Live/Work (see Building Standards, Section 5.2D)	P	P	P

UC	Urban Center Zone	P	Permitted use	CUP	Conditional Use Permit
GU	General Urban Zone	AR	Administrative Review	X	Use not allowed
UN	Urban Neighborhood Zone	AUP	Administrative Use Permit	ABP	Adult-Oriented Business Permit

	T5-UC	T4-GU	T4-UN
Recycling Centers (See art. XII, div. 14)			
Donation drop boxes (attended), Small collection facilities, Reverse vending machines (See art. XII, div. 14)	AUP	AUP	X
Recycling centers. Reverse vending machine(s) located within or under the roof line of a commercial structure (See art. XII, div. 14)	P	P	X
Others			
Drive-through service associated with retail, restaurant, and bank (not permitted on lots with frontage on Glendora Avenue between the San Bernardino Freeway and West Covina Parkway)	CUP	CUP	X
Adult-oriented businesses	ABP	ABP	X
Trailers, (temporary only) in conjunction with a school, hospital, church or other similar institutional use (not permitted with commercial uses)	AR	AR	X
Farmers markets, certified	AUP	AUP	X
Outdoor community events	AUP	AUP	X

UC Urban Center Zone

P Permitted use

CUP Conditional Use Permit

GU General Urban Zone

AR Administrative Review

X Use not allowed

UN Urban Neighborhood Zone

AUP Administrative Use Permit

ABP Adult-Oriented Business Permit

Section 4 Development Standards by Zone

Development standards are aimed at generating the individual buildings on a block that collectively with other buildings will shape the form of the public realm.

The standards shape and situate buildings based on their physical characteristics and compatibility with the context. The successful fit of a new project into an existing context depends on how it relates to neighboring buildings to its side and rear in terms of setbacks, height, massing, scale, and arrangement of shared and private open spaces.

For each zone identified on the regulating plan, setback, height, lot size, and parking requirement associated with permitted building and frontage types are called out. These standards come together to define the distinctive character and intensity of a particular zone.

Architectural features such as porches, stoops, bay windows, balconies and cornices are allowed to project into the setback area. In downtown area, balconies, cornices, awnings, stands selling magazines, fruits, vegetables, or flowers may project into the public right-of-way, subject to encroachment permit. Such encroachments animate street life. Encroachments should not affect pedestrian movement and maintenance of utilities.

The basis of the standards is the synoptic survey and community vision to create a specific place.

4.1 T-5 Urban Center Zone

4.1A Purpose

The T-5 Urban Center Zone permits regional-serving retail, office, entertainment, and hospitality uses. Uses include large, commercial activities that serve the entire region and are typically located along a major highway. The standards in this zone are intended to promote a walkable, diverse, and well-connected area.

4.1B Building Placement

Setback	Building setback from PL			
	Frontage Zone		Side/Rear	
	Min. (ft.)	Max. (ft.)	Min. (ft.)	
i Primary street	0	10	--	
ii Side street	0	10	--	
iii Side yard (interior)	--	--	0	
iv Rear yard	with alley	--	15	
	no alley	--	5	

When adjacent to Single-Family Residential properties, a 15-foot side and rear setback is required.

4.1C Allowed Building Types, Height, and Lot Size

Allowed Building Types	Minimum		Maximum	
	Stories/ft.	Lot W/D	Stories/ft.	Lot W/D
Flex building	2/30	25/100	5/70	400/150
Court	3/40	150/160	5/40	400/150
Hybrid court	3/40	150/160	5/70	400/150
Liner	1/24	100/100	5/70	200/150
Live-work	1/24	75/80	3/40	150/150

W = Building lot width along primary frontage; D = Building lot depth perpendicular to primary frontage.

Hotels may be allowed at up to 3 stories taller than maximum number of stories.

Ground Floor	Upper Stories
--------------	---------------

Min. Height 12 ft. Min. Height 10 ft.

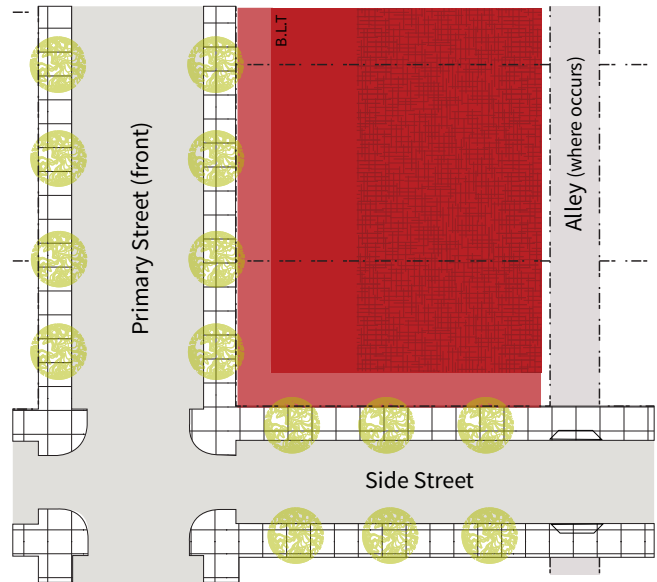
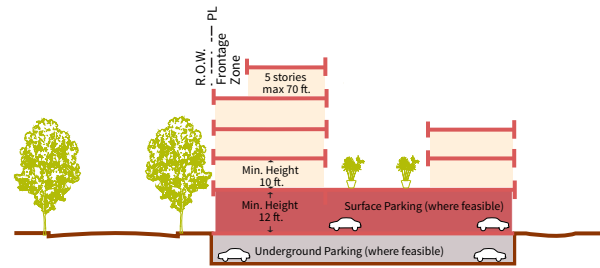
4.1D Parking

- i Required Parking
 - a Residential uses

Studio or 1 bedroom	1.5 space per unit
2+ bedroom	2 spaces per unit
 - b Non-residential uses
0.65 of cumulative parking requirements per WCMC for projects which comply with the DTPC standards.
- ii Parking Placement: On-site above-ground parking and access shall be located in compliance with the following requirements:

Setback

a Primary street	min.20 ft.
b Side Street	min. 5 ft.
c Side property	0 ft.
d Rear property/ rear alley	0 ft./min. 5 ft.



■ Allowed Building Placement ■ Frontage Zone ■ Allowed Parking Placement (at-grade)

4.1E Frontage Types & Encroachment

- i Allowed Frontages
 - Forecourt
 - Gallery
 - Shopfront
 - Arcade
- ii Encroachments: Buildings, architectural features, and signs may encroach into the required setbacks and right-of-way subject to the following requirements:

Description	Encroachment				Vertical
	Horizontal				
	Front	Side St.	Rear	Side	
Arcade, gallery, awning	min. 2 ft. clear of curb		min. 5 ft. from PL	not allowed	min. 8ft. clear
Balcony	4 ft. max.			min. 5 ft. from PL	
Bay window	4 ft. max. on upper floors only.				
Eave	min. 2ft. clear of curb		min. 3 ft. from PL	min. 3 ft. from PL	

4.2 T-4 General Urban Zone

4.2A Purpose

The T-4 General Urban Zone permits community serving retail, office, entertainment, and hospitality uses. Uses include a mix of residential and commercial activities and is typically located along major streets. The standards in this zone are intended to promote a walkable, diverse, and well-connected area.

4.2B Building Placement

Setback	Building setback from PL		
	Frontage Zone		Side/Rear
	Min. (ft.)	Max. (ft.)	Min. (ft.)
i Primary street	0	10	--
ii Side street	0	10	--
iii Side yard (interior)	--	--	0
iv Rear yard	with alley	--	15
	no alley	--	5

When adjacent to Single-Family Residential properties, a 15-foot side and rear setback is required.

4.2C Allowed Building Types, Height, and Lot Size

Allowed Building Types	Minimum		Maximum	
	Stories/ft.	Lot W/D	Stories/ft.	Lot W/D
Flex building	2/30	25/75	3/40	400/150
Court	2/30	150/160	3/40	200/250
Hybrid court	3/40	150/160	3/40	200/250
Liner	1/24	75/100	3/40	400/150
Rowhouse	1/24	125/125	3/40	125/110
Live-work	1/24	75/80	3/40	150/150

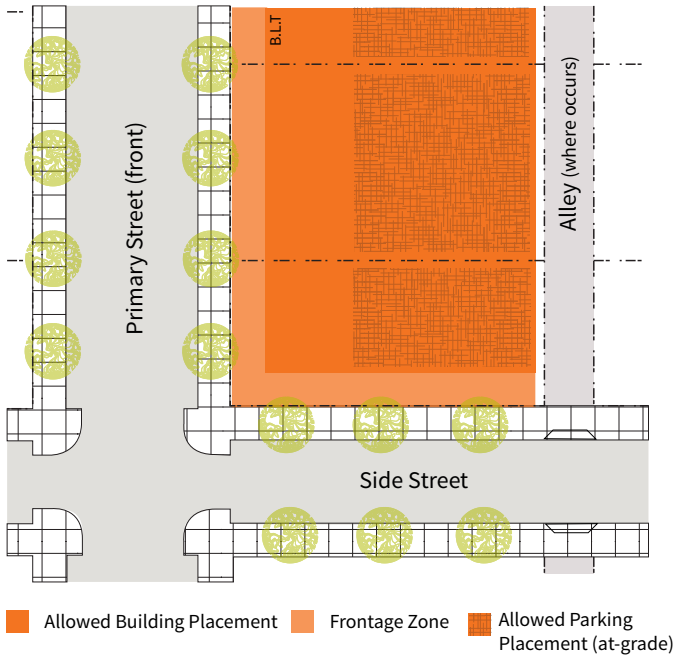
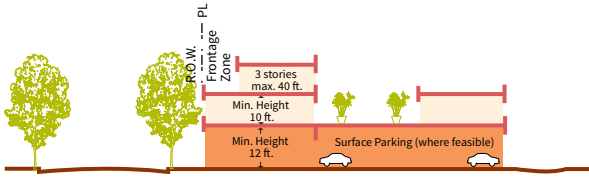
W = Building lot width along primary frontage; D = Building lot depth perpendicular to primary frontage.

Hotels may be allowed at up to 3 stories taller than maximum number of stories.

Hospitals may have a maximum height of 58 feet (3 stories).

Building height limited to 25 ft. when within 50 ft., and 35 ft. when within 100 ft., of a property zoned or developed as single-family residential.

Ground Floor	Upper Stories
Min. Height 12 ft.	Min. Height 10 ft.



4.2E Frontage Types & Encroachment

- i Allowed Frontages
 - Forecourt
 - Shopfront
 - Stoop
 - Gallery
 - Arcade
- ii Encroachments: Buildings, architectural features, and signs may encroach into the required setbacks and right-of-way subject to the following requirements:

Description	Encroachment				Vertical
	Horizontal				
	Front	Side St.	Rear	Side	
Arcade, gallery, awning	min. 2 ft. clear of curb	min. 5 ft. from PL	min. 5 ft. from PL	not allowed	min. 8ft. clear
Balcony	4 ft. max.			min. 5 ft. from PL	
Bay window	4 ft. max. on upper floors only.			min. 5 ft. from PL	
Eave	min. 2ft. clear of curb	min. 3 ft. from PL	min. 3 ft. from PL		

4.2 T-4 General Urban Zone

4.2D Parking

- i Required Parking
 - a Residential uses
 - Studio or 1 bedroom 1.5 space per unit
 - 2+ bedroom 2 spaces per unit
 - b Non-residential uses
0.65 of cumulative parking requirements per WCMC for projects which comply with the DTPC standards.
- ii Parking Placement: On-site above-ground parking and access shall be located in compliance with the following requirements:
Setback
 - a Primary street min.30 ft.
 - b Side Street min. 15 ft.
 - c Side property 5 ft.
 - d Rear property/
rear alley min. 5 ft.
- iii Shopfront Overlay (defined on Pages 43 and 45): The following parking standards shall apply only to those properties located on the east side of the Glendora Avenue Shopfront Overlay Zone. Standard parking requirements as defined in Section 4.2D.i.a shall apply to all other properties.
 - a Generally, no parking is required for retail, restaurants, personal services, medical services of 2,500 s.f. or less, office professional and bank/financial services located on the east side of the Shopfront Overlay.
 - b Uses requiring the approval of an administrative or conditional use permit must address parking requirements through that process.

4.3 T-4 Urban Neighborhood Zone

4.3A Purpose

The T-4 Urban Neighborhood provides an appropriate transition from the urban environment into the residential areas, and to provide flexible buildings in a residential form that can allow a mix of residential and walkable neighborhood serving commercial and service uses.

4.3B Building Placement

Setback		Building setback from PL		
		Frontage Zone		Side/Rear
		Min. (ft.)	Max. (ft.)	Min. (ft.)
i	Primary street	15	35	--
ii	Side street	10	15	--
iii	Side yard (interior)	--	--	5
iv	Rear yard with alley	--	--	20
	no alley	--	--	20

4.3C Allowed Building Types, Height, and Lot Size

Allowed Building Types	Minimum		Maximum	
	Stories/ft.	Lot W/D	Stories/ft.	Lot W/D
Court	2/30	100/100	3/40	150/150
Live-work	1/18	75/80	3/40	150/150
Rowhouse	1/18	125/125	3/40	125/150
Rosewalk or Bungalow Court	1/18	75/100	3/40	150/150
Duplex, Multiplex	1/18	50/100	3/40	75/150

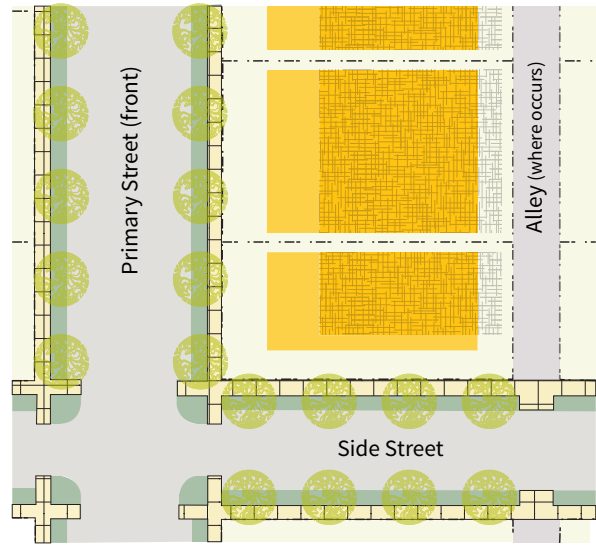
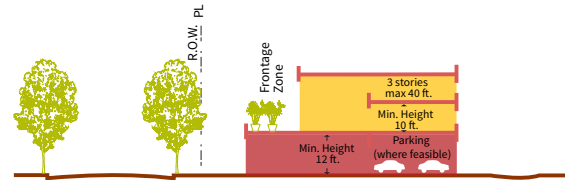
W = Building lot width along primary frontage; D = Building lot depth perpendicular to primary frontage.
 Building height limited to 25 ft. when within 50 ft., and 35 ft. when within 100 ft., of a property zoned or developed as single-family residential.

Ground Floor	Upper Stories
Min. Height 12 ft.	Min. Height 10 ft.

4.3D Parking

- i Required Parking
 - a Residential uses

Studio or 1 bedroom	1.5 space per unit
2+ bedroom	2 spaces per unit
 - b Non-residential uses
0.65 of cumulative parking requirements per WCMC for projects which comply with the DTPC standards.
- ii Parking Placement: On-site parking and access shall be located in compliance with the following requirements:
 - Setback
 - a Primary street min.30 ft.
 - b Side Street min. 15 ft.
 - c Side property min. 5 ft.
 - d Rear property/ rear alley min. 5 ft.



■ Allowed Building Placement ■ Frontage Zone ■ Allowed Parking Placement (at-grade)

4.3E Frontages and Encroachments

- i Allowed Frontages
 - Forecourt
 - Porch
 - Stoop
- ii Encroachments: Buildings, architectural features, and signs may encroach into the required setbacks and right-of-way subject to the following requirements:

Description	Encroachment				
	Horizontal				Vertical
	Front	Side St.	Rear	Side	
Arcade, gallery, awning	min. 2 ft. clear of curb		min. 5 ft. from PL	not allowed	min. 8ft. clear
Balcony	4 ft. max.			min. 5 ft. from PL	
Bay window	4 ft. max. on upper floors only.				
Eave	min. 2ft. clear of curb		min. 3 ft. from PL	min. 3 ft. from PL	

Section 5: Building Standards

5.1 Building Standards

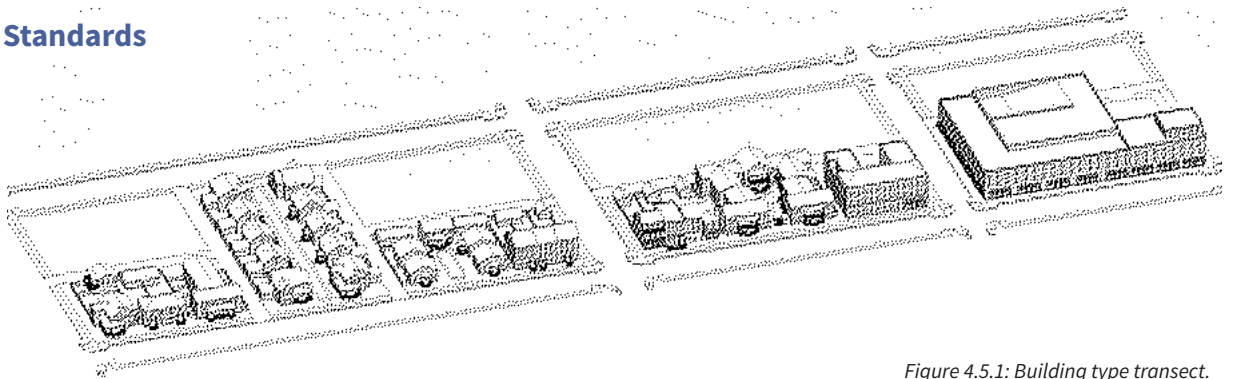


Figure 4.5.1: Building type transect.

5.1A Purpose

This Section provides design standards for individual buildings to ensure that proposed development is consistent with the Downtown Plan’s goals for building form, physical character, land use, and quality.

5.1B Applicability

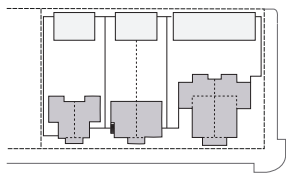
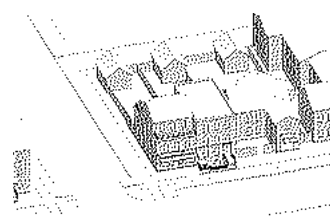
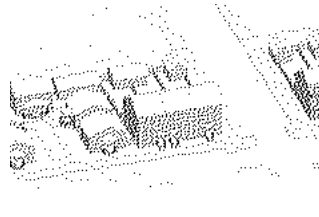
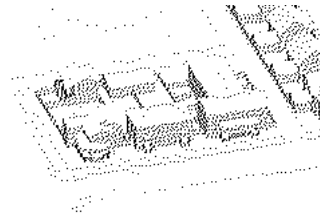
Each building shall be designed in compliance with the applicable general requirements in Section 5.2 and all applicable requirements of the California Building and Fire Codes as amended and adopted by the City.

5.1C Allowed Building Types by Zoning District

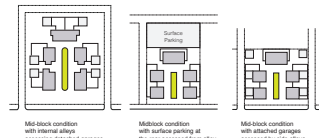
Each proposed building or existing building modification shall be designed as one of the building types allowed for the zoning district applicable to the site as identified in Table 5.

Building Type	T5-UC	T4-GU	T4-UN
Duplex, Multiplex	X	X	See Section 5.2A
Rosewalk/Bungalow Court	X	X	See Section 5.2B
Rowhouse	X	See Section 5.2C	See Section 5.2C
Live-work	See Section 5.2D	See Section 5.2D	See Section 5.2D
Court	See Section 5.2E	See Section 5.2E	See Section 5.2E
Hybrid Court	See Section 5.2F	See Section 5.2F	X
Liner Building	See Section 5.2G	See Section 5.2G	X
Flex Building	See Section 5.2H	See Section 5.2H	X

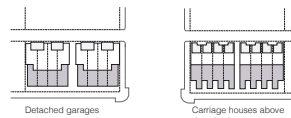
X Building type not allowed in Zoning District



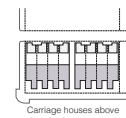
Corner and mid-block condition with parking access from the alley



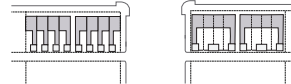
Mid-block condition with internal alleys accessing detached garages
Mid-block condition with surface parking at the rear accessed from alley
Mid-block condition with attached garages accessed by side alleys



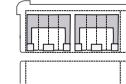
Detached garages



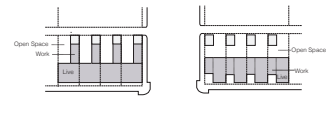
Carriage houses above detached garages



Attached garages



Corner units front the street



Open Space Work



Open Space Work

Duplex, Multiplex

Duplex consists of a pair of dwelling units located side-by-side or one above the other to create a building that reads like a medium or large house.

Multiplex is a residential building of three to six dwelling units respectively. Depending on the lot size and context the units can be placed side-by-side, front-to-back or stacked, or some combination of these options.

Coding Criteria

These medium to large footprint buildings requires a minimum lot width of 50 feet and a minimum depth of 100 feet.

Duplex and multiplexes when packaged within house-like form and detailing, with breaks in building elevations in the horizontal and vertical planes provide human scale and make the building contextual.

Typical height of the building is 2 to 3 stories.

Rosewalk & Bungalow Court

Rosewalk: Six or more single dwellings arranged in a linear manner along either side of a common green. Pedestrian access to the building entrances are accessed from the common green and/or primary street.

Bungalow Court: Four or more single dwellings arranged around a shared courtyard, with pedestrian access to the building entrances from the courtyard and/or fronting street.

Coding Criteria

The defining feature of Rosewalk and Bungalow court is the communal central open space. The lot width should be large enough to allow a functional public and private open spaces and area for driveways.

The building size and massing of individual buildings is similar to a single dwelling unit.

Entrance to units shall be directly from the front yard or from the courtyard.

Row House

A building comprised of five or more attached two- or three-story dwelling units arranged side by side, with the ground floor raised above grade to provide privacy for ground floor rooms. The primary building sits at the front of the property, with the garage at the rear, separated from the primary building by a rear yard.

Coding Criteria

The single family dwelling units can either be separated by property lines or located on narrow single tax lot 16 to 30 feet wide.

Design principles such as repetition, rhythm and order must be considered carefully to add interest and individuality.

Rowhouses have shallow front yards, 5 to 10 feet, to maximize the size of a private open space in the rear yard. The rear yard should be large enough to be functional and receive sunlight and screened by fence or wall to provide privacy.

Live work

Live/Work is an integrated residence and work space located at street level, occupied and utilized by a single household in an array of at least 3 such structures, or a structure with at least 3 units arranged side by side along the primary frontage, that has been designed or structurally modified to accommodate joint residential occupancy and work activity.

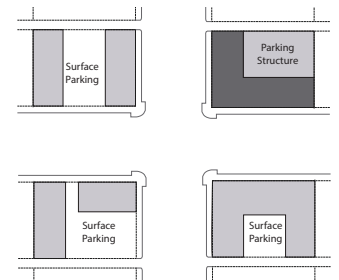
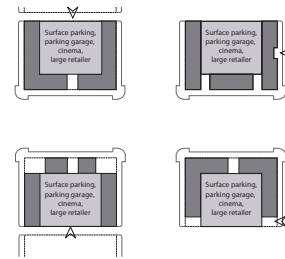
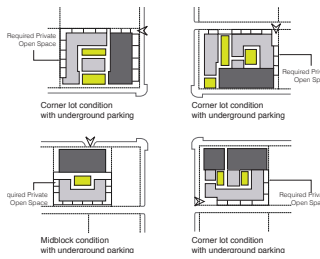
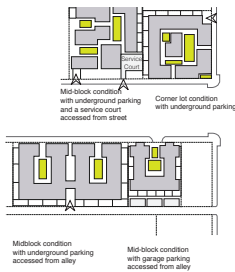
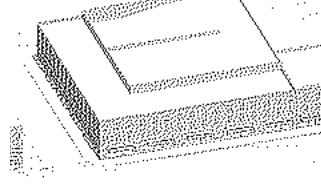
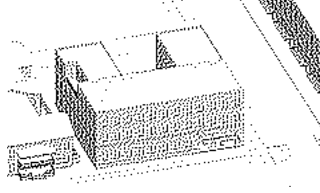
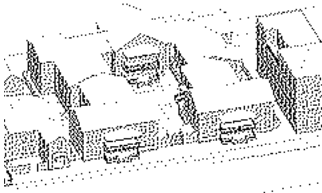
Coding Criteria

The floor to ceiling height of the work floor is typically about 15 feet.

The main entrance to the street floor work space should be accessed directly from and face the street. The dwelling unit above the work space should be accessed by a separate entrance, and by a stair or elevator.

Each unit should have access to private open space. The private open space should be in the rear yard of each unit.

Block Scale Buildings



Court

A group of dwelling units arranged to share one or more common courtyards. The courtyard is intended to be a semi-public outdoor room that is an extension of the public realm. The units may be arranged in four possible configurations: rowhouses, rowhouses over flats, flats, and flats over flats. Court buildings may accommodate ground floor commercial/flex uses in either a live-work configuration or as solely commercial/retail space in qualifying zones facing the primary street.

Coding Criteria

The main entry to ground floor units should be directly off the courtyard or from the street. Access to second story units should be directly from the courtyard through stairs. Elevator access, if any, should be provided between the underground garage and courtyard-podium only.

The open space is designed as a central court or partial, multiple, separated or interconnected courtyards.

Hybrid

Hybrid Court is composed of two building types: the stacked dwelling and courtyard housing, arranged around a courtyard. This building type combines a point-access portion of the stacked dwelling with a walk-up portion of the courtyard housing building type. The building may be designed for occupancy by retail, service, or office uses on the ground floor, with upper floors also configured for those uses or for residences.

Coding Criteria

Stacked dwelling defines the street edge and the building mass tapers down to a courtyard building type. The main entrance to all ground floor units should be directly from the street. Entrance to the stacked dwelling element can be through a dedicated street level lobby, or through a dedicated podium lobby accessible from the street or through a side yard. Access to units above the second level in the stacked dwelling element not accessed from the podium is through an interior, double-loaded corridor.

Liner Building

A liner building has a thin footprint that conceals parking garage or other large scale faceless building, such as a movie theater, or “big box” store to create a pedestrian friendly environment. The building can be designed for occupancy by retail, service, and/or office uses on the ground floor, with upper floors configured for retail, service, office, and/or residential uses.

Coding Criteria

The main entrance to each ground floor storefront and the theater or big box retail is directly from the street. Entrance to the upper levels of the building is through a street level lobby accessible from the street or through a side yard. Interior upper level uses are accessed by a corridor.

Required parking is accommodated in an underground garage, surface parking at the rear of the lot, parking tucked under from the back, or a combination of any of the above.

Flex Building

Flex Block is a vertical mixed-use building typically of a single massing element, designed for occupancy by retail, service, or office uses on the ground floor, with upper floors configured for retail, service, office, and/or residential uses. Second floor units may be directly accessed from the street through a stair. Upper floors are accessed through a street level lobby. This building type is typically found in town centers and main streets.

Coding Criteria

The floor to ceiling height of the first floor is greater than the rest of the floors, typically about 15 feet to accommodate the unique needs of commercial space and increase the comfort of occupants and guests.

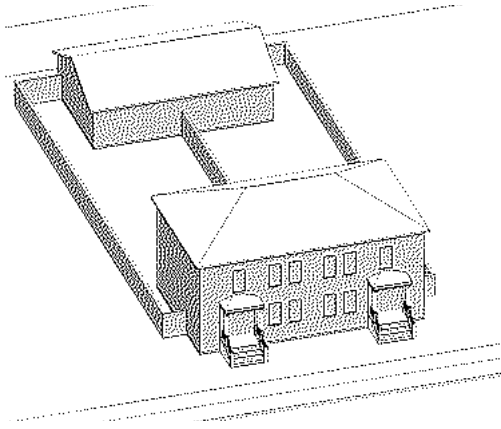
The main entrance to each ground floor tenant bay should be directly from the street. Required parking is accommodated in an underground garage, surface parking, structured parking, tuck under parking, or some combination of these options.

5.2 Building Types

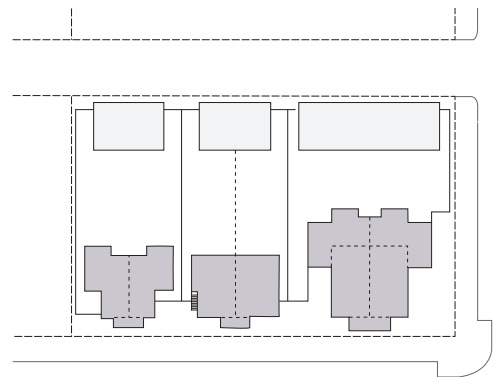
T5-UC

T4-GU

T4-UN



Illustrative axonometric diagram



Illustrative plan diagram



Illustrative photo of duplex



Illustrative photo of duplex

5.2 A Duplex, Multiplex

1	Description	<p>The Duplex Building Type is a small- to medium-sized structure that consists of two side-by-side or stacked dwelling units, both facing the street, and within a single building massing. This Type has the appearance of a medium to large single-family home and is appropriately scaled to fit within primarily single-family neighborhoods or medium-density neighborhoods. It enables appropriately-scaled, well-designed higher densities and is important for providing a broad choice of housing types and promoting walkability.</p> <p>The Multiplex is a medium structure that consists of 3–6 side-by-side and/or stacked dwelling units, typically with one shared entry or individual entries along the front. This Type has the appearance of a medium-sized family home and is appropriately scaled to fit sparingly within primarily single-family neighborhoods or into medium-density neighborhoods. This Type enables appropriately-scaled, well-designed higher densities and is important for providing a broad choice of housing types and promoting walkability.</p>		
2	Lot Size	Width	50 ft. min.	75 ft. max.
		Depth	100 ft. min.	150 ft. max.
3	Pedestrian Access	<p>Main entrance location: Primary street On corner lots each lot shall front a separate street.</p>		
4	Frontages	<p>Porch Stoop Dooryard</p>		
5	Vehicle Access & Parking	<p>Parking spaces may be enclosed, covered, or open.</p>		
6	Private Open Space	Width	Depth	Area
		8 ft. min.	8 ft. min.	100 s.f. min.
7	Building Size & Massing	Length along frontage:	36 ft. max for duplex and 50 ft max. for multiplex	
		Length along side yard:	80 ft. max.	

The footprint area of an accessory structure may not exceed the footprint area of the main body of the building.

5.2 B Rosewalk and Bungalow Court

- 1 **Description** Six or more single dwellings arranged in a linear manner along either side of a common green. Having the same right-of-way width as a narrow neighborhood street, the Rosewalk (in contrast to the Bungalow Court) must connect two parallel streets. Pedestrian access to the building entrances are accessed from the common green and/or primary street. Rosewalks are prohibited on corner lots.

Four or more single dwellings arranged around a shared courtyard, with pedestrian access to the building entrances from the courtyard and/or fronting street. The courtyard is wholly open to the street and parking is placed in the rear of the lot or behind each unit. Bungalow courts are prohibited on corner lots that do not have alley access.
- 2 **Lot Size**

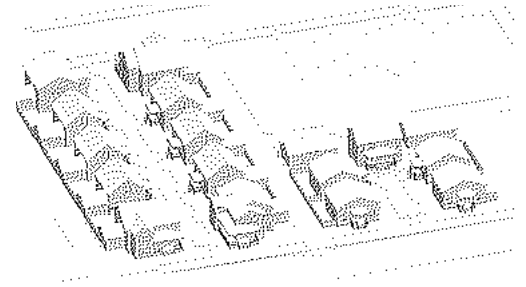
Width	75 ft. min.	150 ft. max.
Depth	100 ft. min.	150 ft. max.
- 3 **Pedestrian Access** Main entrance location: Common courtyard
On corner lots each lot shall front a separate street.
- 4 **Frontages** Porch
Stoop
Dooryard
- 5 **Vehicle Access & Parking** Parking spaces may be located in the rear, or tuck under.
- 6 **Private Open Space**

Width	Depth	Area
8 ft. min.	8 ft. min.	100 s.f. min.
- 7 **Common Courtyard**

Width	20 ft. min. clear
Depth	50 ft. min. clear
- 8 **Building Size & Massing**

Length along frontage:	40 ft. max
Length along side yard:	40 ft. max.

The footprint area of an accessory structure may not exceed the footprint area of the main body of the building.



Illustrative axonometric diagram



Illustrative plan diagram

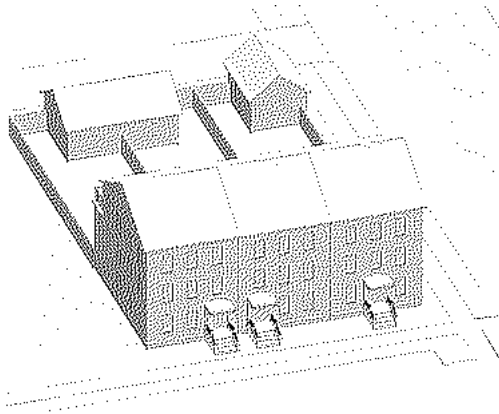


Illustrative photo of bungalow court

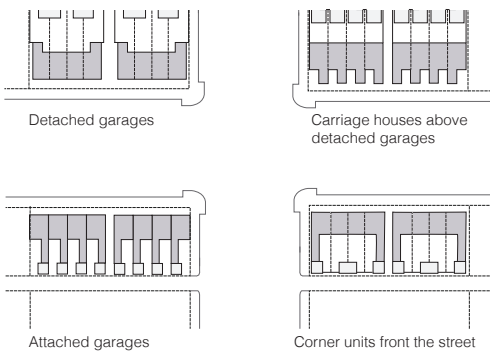


Illustrative photo of rosewalk

5.2 C Rowhouse



Illustrative axonometric diagram



Illustrative plan diagram



Illustrative photo of rowhouse



Illustrative photo of rowhouse

1	Description	<p>A small- to medium-sized building comprised of five or more attached dwelling units arrayed side by side, with the ground floor raised above grade in order to provide privacy for ground floor rooms. The primary building sits at the front of the property, with the garage at the rear, separated from the primary building by a rear yard. Each dwelling unit is directly accessed from the front yard/street. Rowhouses are prohibited on a lot with-out alley access, since garages must be located and accessed from the rear of the lot. This Type is typically located within medium-density neighborhoods or in a location that transitions from a primarily single-family neighborhood into a neighborhood main street. This Type enables appropriately-scaled, well-designed higher densities and is important for providing a broad choice of housing types and promoting walkability.</p>		
2	Lot Size	Width	125 ft. min.	
		Depth	125 ft. min.	
3	Pedestrian Access	Main entrance location: Primary street		
4	Frontages	<p>Porch Stoop Dooryard</p>		
5	Vehicle Access & Parking	Parking spaces may be enclosed, covered, or open.		
6	Private Open Space	Width	Depth	Area
		8 ft. min.	8 ft. min.	100 s.f. min.
7	Building Size & Massing	Width per rowhouse:	18 ft. min.; 36 ft. max.	
		<p>The front elevation and massing of each rowhouse building may be either symmetrical or asymmetrical, repetitive or unique in disposition, as long as the delineation of each individual unit is evident. The footprint area of an accessory structure may not exceed the footprint area of the main body of the building.</p>		

5.2 D Live-work

- 1 Description

The Live-Work Building Type is a small to medium-sized attached or detached structure that consists of single dwelling unit above and/or behind a flexible ground floor space that can be used for home-office uses such as residential, personal and general service, or retail uses. Both the ground-floor flex space and the unit above are owned by one entity. This Type is typically located within medium-density neighborhoods or in a location that transitions from a neighborhood into a urban neighborhood street. It is especially appropriate for incubating neighborhood-serving retail and service uses and allowing neighborhood main streets to expand as the market demands. Live/Works are prohibited on a lot without alley access, since garages must be located and accessed from the rear of the lot. The work space is accessed directly from the primary street, and the living space at the rear or above is accessed directly or indirectly from the working space.
- 2 Lot Size

Width	75 ft. min.	150 ft. max.
Depth	80 ft. min.	150 ft. max.
- 3 Pedestrian Access

Main entrance location: Primary street
Ground floor space and upper unit shall have separate entries.
- 4 Frontages

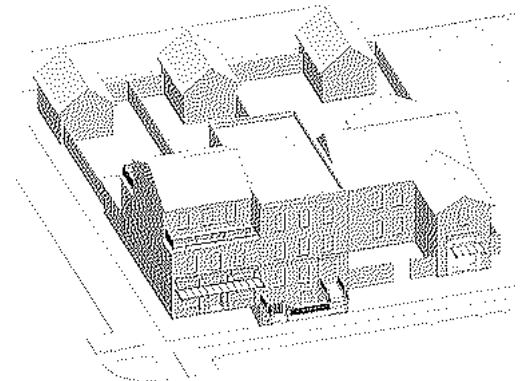
Forecourt
Dooryard
Shopfront
Lightcourt
Gallery
- 5 Vehicle Access & Parking

Parking spaces may be located in the rear, tuck under.
- 6 Private Open Space

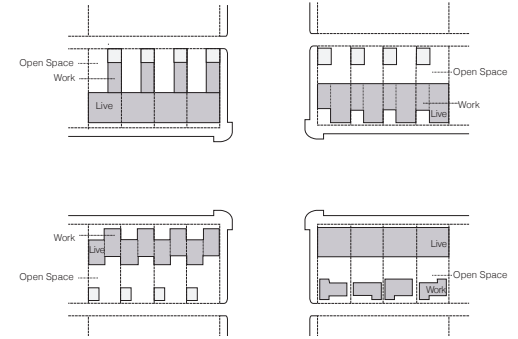
Width	Depth	Area
8 ft. min.	8 ft. min.	15% of the lot area min.
- 7 Building Size & Massing

Width per unit 18 ft. min.; 36 ft. max

The footprint area of an accessory structure may not exceed the footprint area of the main body of the building.



Illustrative axonometric diagram



Illustrative plan diagram

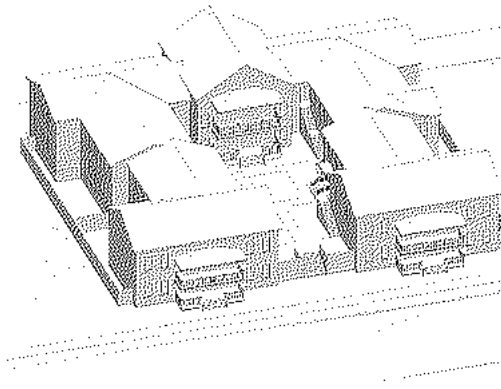


Illustrative photo of live-work

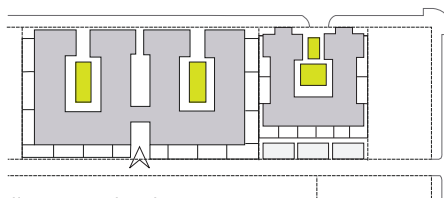
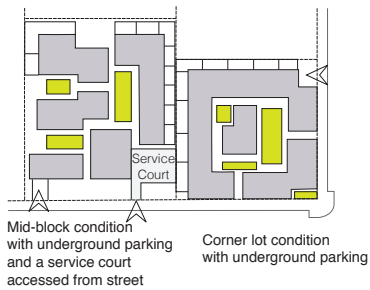


Illustrative photo of live-work

5.2 E Court



Illustrative axonometric diagram



Illustrative plan diagram



Illustrative photo of court



Illustrative photo of court

1	Description	A group of dwelling units arranged to share one or more common courtyards. The courtyard is intended to be a semi-public outdoor room that is an extension of the public realm. Court buildings may accommodate ground floor commercial/flex uses in either a live-work configuration or as solely commercial/retail space in qualifying zones facing the primary street. This building type enables the incorporation of high-quality, well-designed density within a walkable neighborhood.		
2	Lot Size	Width	100 ft. min.	150 ft. max.
		Depth	100 ft. min.	150 ft. max.
3	Pedestrian Access	Direct access from street or courtyard.		
4	Frontages	Porch Stoop Dooryard		
5	Vehicle Access & Parking	From alley. For lots without alley, via driveway, max. 12 ft. wide, located as close to side yard property line as possible.		
6	Private Open Space	Width	Depth	Area
		8 ft. min.	8 ft. min.	100 s.f. min.
		This open space is exclusive of the courtyard and may be located in a side or rear yard.		
7	Common Courtyard	Recommended Width/depth/height ratio:	1:1 approx.	
		Width/depth:	20 ft. min.	
8	Building Size & Massing	Length along frontage:	200 ft. max.	
		Length along side yard:	140 ft. max.	
		The footprint area of an accessory structure may not exceed the footprint area of the main body of the building.		

5.2 F Hybrid Court

1 Description A building that combines a point-access portion of the building with a walk-up portion. The building may be designed for occupancy by retail, service, and/or office uses on the ground floor, with upper floors also configured for those uses or for residences.

2 Lot Size Width 150 ft. min. 200 ft. max.
Depth 160 ft. min. 250 ft. max.

3 Pedestrian Access The main entrance to each ground floor is directly from the street.

Entrance to the residential portions of the building is through a dedicated street level lobby, or through a dedicated podium lobby accessible from the street or through a side yard.

Interior circulation to each unit above the second level in double-loaded corridor element of the building is through a corridor of at least 6 feet in width with recessed doors or seating alcoves/offsets at every 100 feet at a minimum. For other units, it is directly off a common courtyard or through stairs serving up to 3 dwellings.

4 Frontages Porch
Stoop
Dooryard

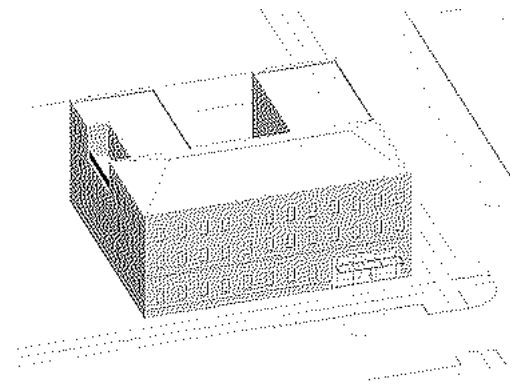
5 Vehicle Access & Parking Underground garage, surface parking, tuck under parking, or a combination of any of the above.

6 Private Open Space Width 8 ft. min. Depth 8 ft. min. Area 100 s.f. min.

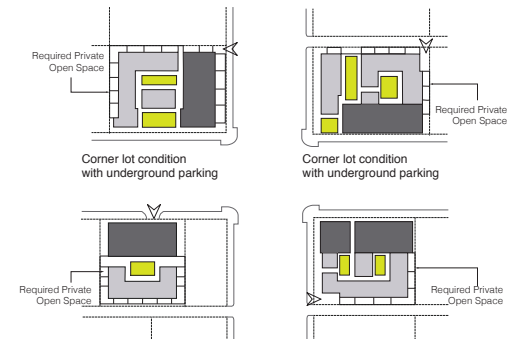
This open space is exclusive of the courtyard and may be located in a side or rear yard.

7 Common Courtyard Recommended Width/depth/height ratio: 1:1 approx.
Width/depth: 20 ft. min.

8 Building Size & Massing Length along frontage: 200 ft. max.



Illustrative axonometric diagram

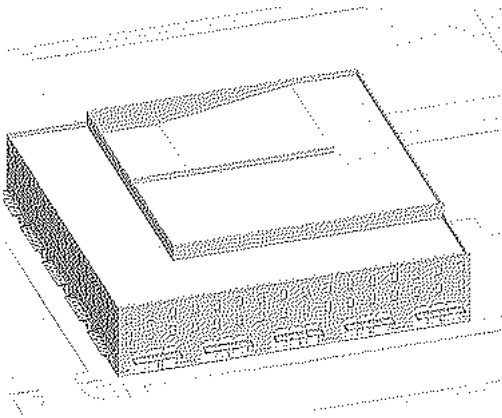


Illustrative plan diagram

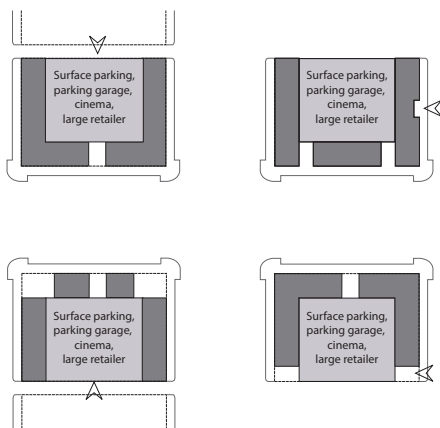


Illustrative photo of hybrid court

5.2 G Liner



Illustrative axonometric diagram



Illustrative plan diagram



Illustrative photo of liner



Illustrative photo of liner

- | | | |
|---|--------------------------|---|
| 1 | Description | A building that conceals a garage, or other large scale faceless building such as a movie theater, or “big box” store designed for occupancy by retail, service, and/or office uses on the ground floor, with upper floors configured for retail, service, office, and/or residential uses. The access corridor, if applicable, is included in the minimum depth. |
| 2 | Lot Size | Width 400 ft. max.
Depth 150 ft. max. |
| 3 | Pedestrian Access | Direct access from sidewalk. Upper floors accessed from street level lobby. |
| 4 | Frontages | Forecourt
Shopfront
Gallery
Arcade |
| | Vehicle Access & Parking | Required parking is accommodated in an underground or above-ground garage, tuck under parking, or a combination of any of the above. |
| 6 | Private Open Space | Private open space is required for each residential unit and shall be no less than 50 s.f. with a minimum dimension of five (5) feet in each direction. |
| 7 | Shared Open Space | The primary shared common space is the rear or side yard designed as a courtyard. Courtyards can be located on the ground or on a podium and must be open to the sky. Side yards can also be formed to provide outdoor patios connected to ground floor commercial uses.

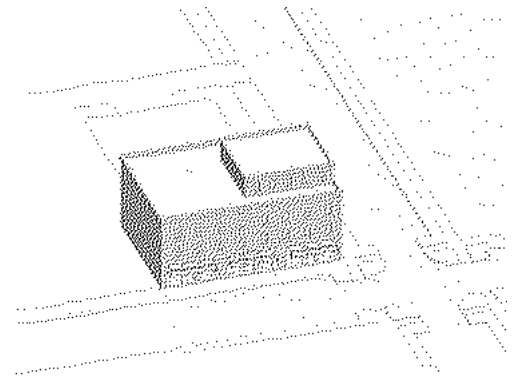
Recommended Courtyard width/depth/height ratio: 1:1 approx.
Width/depth: 20 ft. min. |
| 8 | Building Size & Massing | Length along frontage: 400 ft. max, but if over 200 ft., must provide massing break. |

5.2 H Flex Building

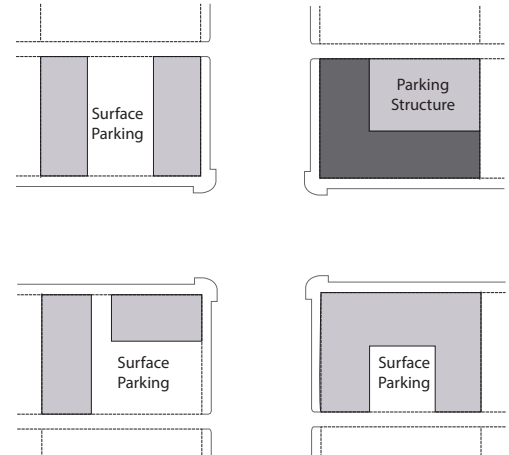
- | | | |
|---|--------------------------|---|
| 1 | Description | A building type designed for occupancy by retail, service, and/or office uses on the ground floor, with upper floors configured for retail, service, office, and/or residential uses. Second floor units may be directly accessed from the street through a stair; upper floors are accessed through a street level lobby. |
| 2 | Lot Size | Width 400 ft. max.
Depth 150 ft. max. |
| 3 | Pedestrian Access | Direct access from sidewalk. Upper floors accessed from street level lobby. |
| 4 | Frontages | Forecourt
Shopfront
Gallery
Arcade |
| 5 | Vehicle Access & Parking | Required parking is accommodated in an underground or above-ground garage, tuck under parking, or a combination of any of the above. |
| 6 | Private Open Space | Private open space is required for each residential unit and shall be no less than 50 s.f. with a minimum dimension of five (5) feet in each direction. |
| 7 | Shared Open Space | The primary shared common space is the rear or side yard designed as a courtyard. Courtyards can be located on the ground or on a podium and must be open to the sky. Side yards can also be formed to provide outdoor patios connected to ground floor commercial uses.

Recommended Court- yard width/depth/height ratio: 1:1 approx.

Width/depth: 20 ft. min. |
| 8 | Building Size & Massing | Length along frontage: 400 ft. max, but if over 200 ft., must provide massing break. |



Illustrative axonometric diagram



Illustrative plan diagram



Illustrative photo of flex building



Illustrative photo of flex building

Joe bar

812

Joe bar



6. Frontage Standards

6.1 Frontage Standards

6.1A Purpose

This Section sets forth the standards applicable to the development of private frontages. Private frontages are the components of a building that provide an important transition and interface between the public realm (street and sidewalk) and the private realm (yard or building). These standards supplement the standards for each zone that the frontage types are allowed within. For each frontage type, a description, a statement of the type's intent, and design standards are provided. These standards are intended to ensure that proposed development is consistent with the City's goals for building form, physical character, land use activity and quality.

6.1B Applicability

These standards work in combination with the standards found in Section 4.0 (Development Standards by Zones) and Section 5.0 (Building Types) and are applicable to all private frontages within transect zones.

6.1C Allowed Building Types by Zoning District

Table 6.A (Frontage Types) provides an overview of the allowed frontage types.

Lot R.O.W.
Private Frontage Public Frontage

Lot R.O.W.
Private Frontage Public Frontage

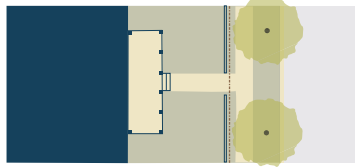
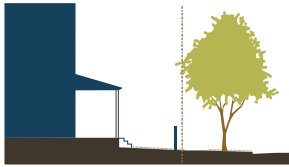
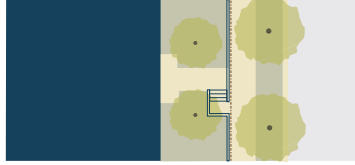
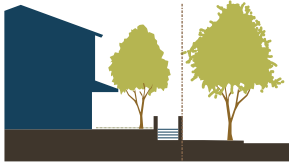


Table 6.1. Frontage Types

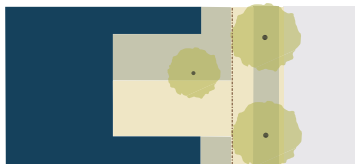
Porch: A frontage wherein the facade is set back from the frontage line with an attached porch permitted to encroach. A fence at the frontage line maintains the demarcation of the yard while not blocking view into the front yard. The porches are no less than 8 feet deep.



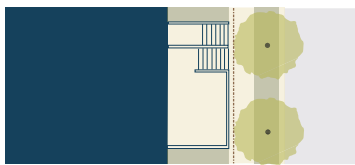
Dooryard: A frontage wherein the facade is set back from the frontage line with an elevated garden or terrace permitted to encroach. This type can effectively buffer residential quarters from the sidewalk, while removing the private yard from public encroachment.



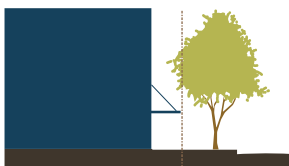
Stoop: A frontage wherein the facade is aligned close to the frontage line with the first story elevated from the sidewalk sufficiently to secure privacy for the windows. The entrance is usually an exterior stair and landing. This type is recommended for ground-floor residential use.



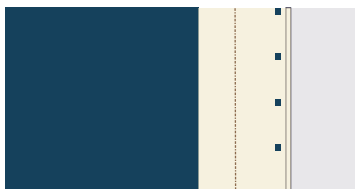
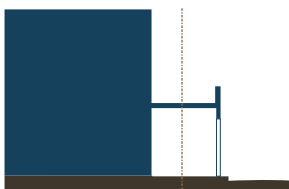
Forecourt: A frontage wherein a portion of the facade is close to the frontage line and the central portion is set back. The forecourt with a large tree offers visual and environmental variety to the urban street streetscape.



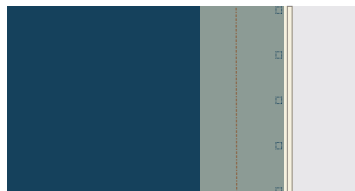
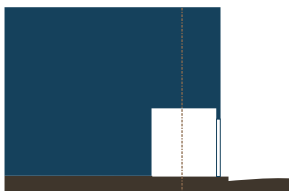
Lightcourt: A frontage wherein the facade is setback from the frontage line by a sunken lightcourt. This type buffers residential use from urban sidewalks and removes the private yard from public encroachment.



Shopfront: A frontage wherein the facade is aligned close to the frontage line with the entrance at sidewalk grade. This type is conventional for retail use and has substantial glazing. An awning may overlap the sidewalk.



Gallery: A frontage wherein the facade is aligned close to the frontage line with an attached cantilevered shed or a lightweight colonnade overlapping the sidewalk. This type is conventional for retail use. A gallery is no less than 10 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.



Arcade: A frontage wherein the facade is a colonnade that overlaps the sidewalk, while the facade remains at the frontage line. This type is conventional for retail use. Arcades are no less than 12 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.

6.2 Frontage Types

A Porch



1. Description

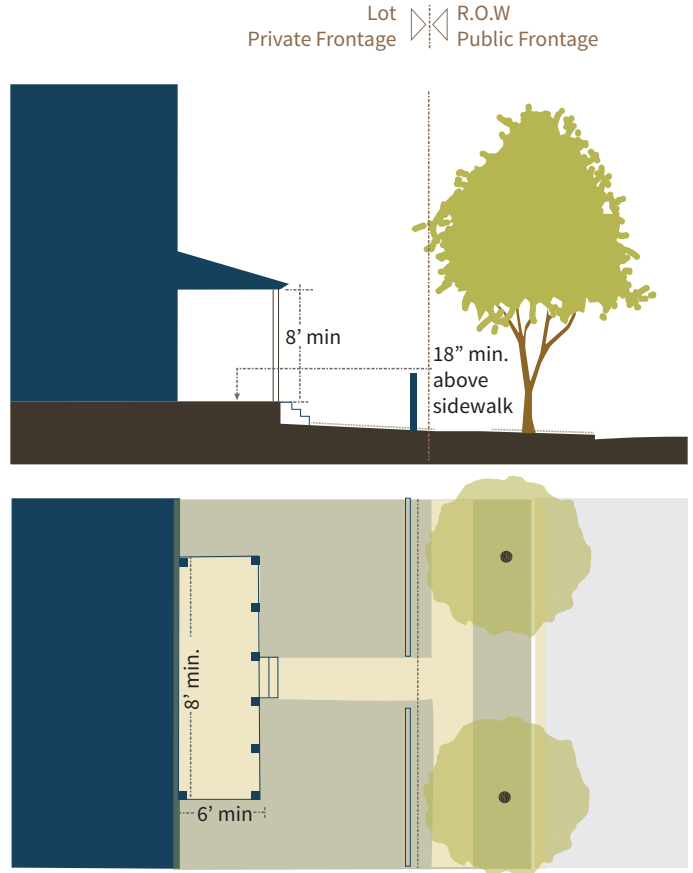
The Porch frontage provides a physical transition from the sidewalk to the private lot and building while maintaining visual connection between buildings and the public space of the street. The porch frontage consists of a building with a front set back from the property line and a porch encroaching into that front setback.

2. Size

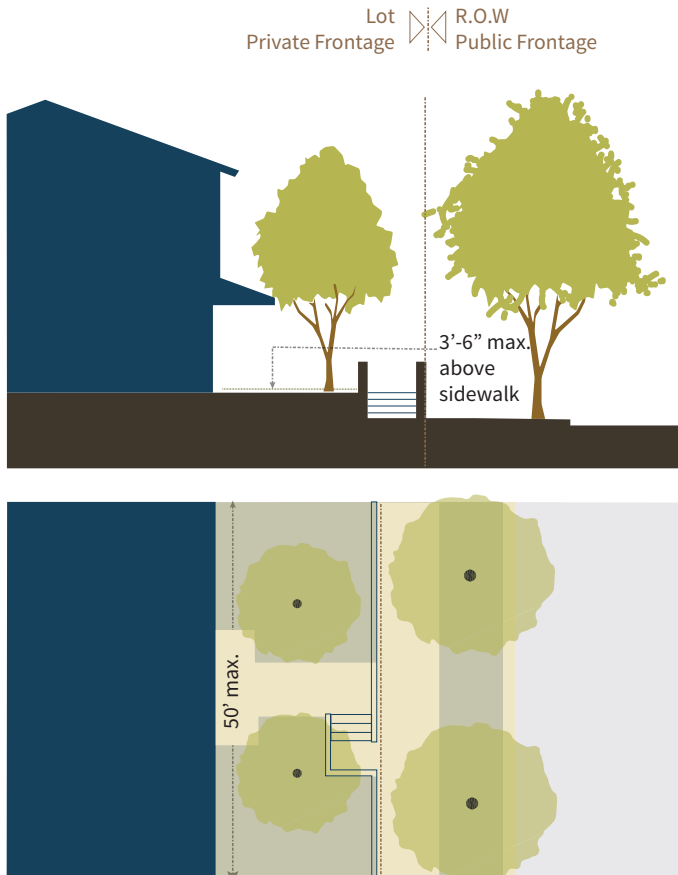
Width	8 ft. min
Depth	6 ft. min.
Height	8 ft. min.
Finish level above sidewalk	18 in. min.
Path of travel	3 ft. wide min.

3. Design Standard

Projecting porches must be open on three sides and have a roof.



B Dooryard



1. Description

In the Dooryard Frontage Type, the main facade of the building is set back a small distance and the frontage line is defined by a low wall or hedge, creating a small dooryard. The dooryard shall not provide public circulation along a ROW. The dooryard may be raised, sunken, or at grade and is intended for ground-floor residential.

2. Size

Width	8 ft. min.
Length	50 ft. max.
Finish level above sidewalk	3 ft. 6 in. max.
Finish level below sidewalk	6 ft. max.
Path of travel	3 ft. wide min.

3. Design Standard

For live/work, retail and service uses, these standards are to be used in conjunction with those for the Shopfront Frontage Type. In case of conflict between them, the Dooryard Frontage Type standards shall prevail. Shall not be used for circulation for more than one ground floor entry.

C Stoop



Lot Private Frontage R.O.W Public Frontage

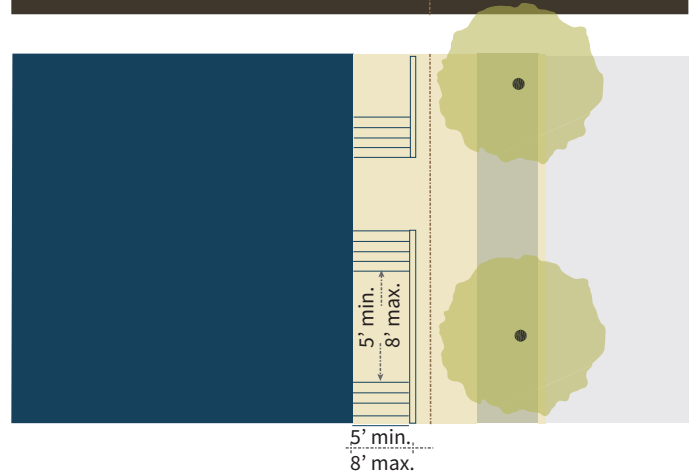


1. Description

In the Stoop Frontage Type, the main facade of the building is near the frontage line and the elevated stoop engages the sidewalk. The stoop shall be elevated above the sidewalk to ensure privacy within the building. Stairs or ramps from the stoop may lead directly to the sidewalk or may be side-loaded. This Type is appropriate for residential uses with small setbacks.

2. Size

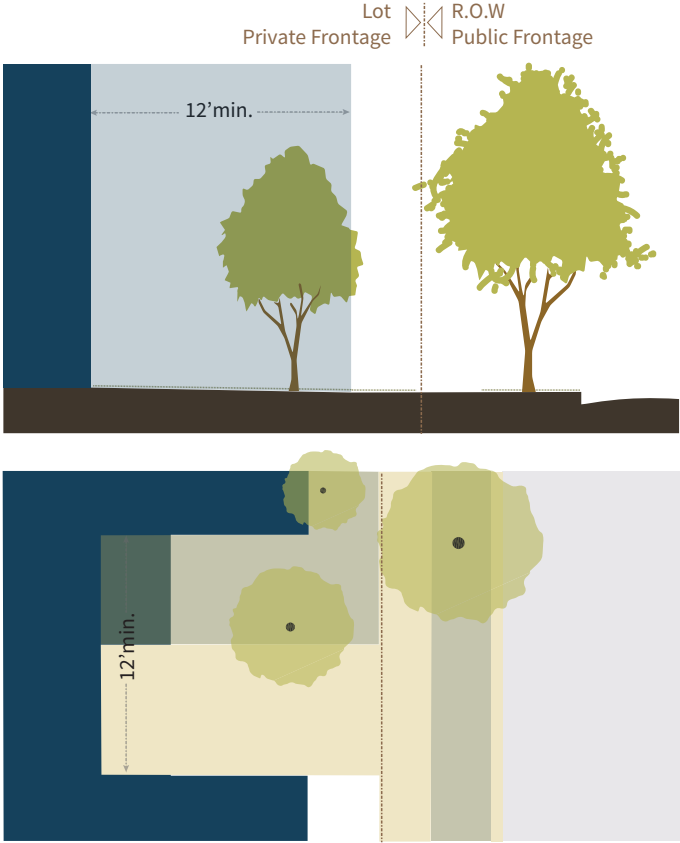
Width	5 ft. min.; 8 ft. max.
Depth	5 ft. min.; 8 ft. max.
Finish level above sidewalk	18 in. min.



3. Design Standard

- Stairs may be perpendicular or parallel to the building facade.
- Ramps shall be parallel to facade or along the side of the building.
- The entry doors are encouraged to be covered or recessed to provide shelter from the elements.

D Forecourt



1. Description

In the Forecourt Frontage Type, the main facade of the building is at or near the frontage line and a small percentage is set back, creating a small court space. The space could be used as an entry court or shared garden space for apartment buildings, or as an additional shopping or restaurant seating area within retail and service areas.

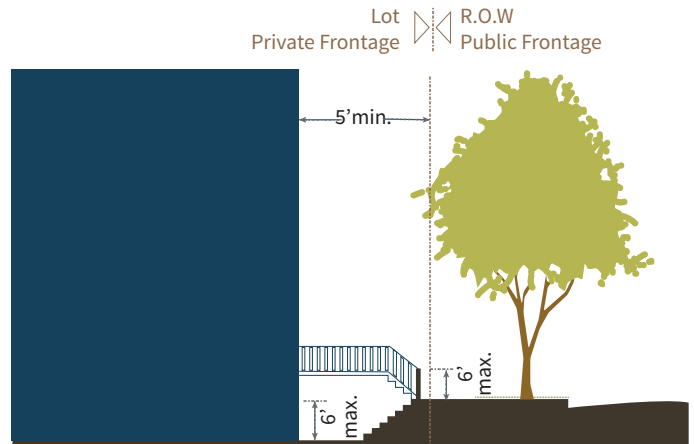
2. Size

Width	12 ft. min.
Depth	12 ft. min.
Ratio, height to width	2:1 max.

3. Design Standard

The proportions and orientation of these spaces should be carefully considered for solar orientation and user comfort.

E Lightcourt

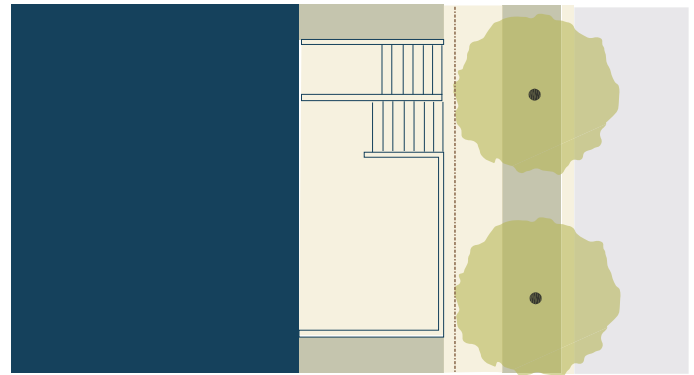


1. Description

In the Lightcourt Frontage Type, the main facade of the building is set back from the frontage line by an elevated terrace or a sunken lightcourt. This Type buffers residential, retail or service uses from urban sidewalks and removes the private yard from public encroachment.

2. Size

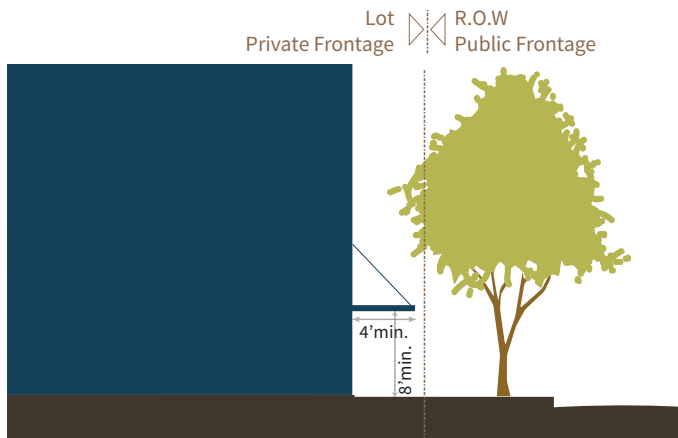
Width	5 ft. min.
Height, landing above sidewalk	6 ft. min.
Height, landing below sidewalk	6 ft. max.



3. Design Standard

A short fence may be placed along the built-to-line or setback where it is not defined by a building.

F Shopfront



1. Description

In the Shopfront Frontage Type, the main facade of the building is at or near the frontage line with an at-grade entrance along the public way. This Type is intended for retail and other commercial uses. It has substantial glazing at the sidewalk level and may include an awning that may overlap the sidewalk. It may be used in conjunction with other frontage types.

2. Size

Ground floor transparency	75% max.
Shopfront recessed from property line	10 ft. min.

3. Awning

Depth	4 ft. min.
Setback from curb	2 ft. min.
Height, clear	8 ft. max.

4. Design Standard

- Shopfront glass shall be clear without reflective glass frosting or dark tinting.
- Shopfront windows may have clerestory windows (horizontal panels) between the shopfront and second floor/top of single-story parapet. Glass in clerestory may be of a character to allow light, while moderating it such as stained glass, glass block, painted glass, or frosted glass.
- Shopfronts with accordion-style doors/windows or other operable windows that allow the space to open to the street are encouraged.
- Operable awnings are encouraged.

G Gallery



1. Description

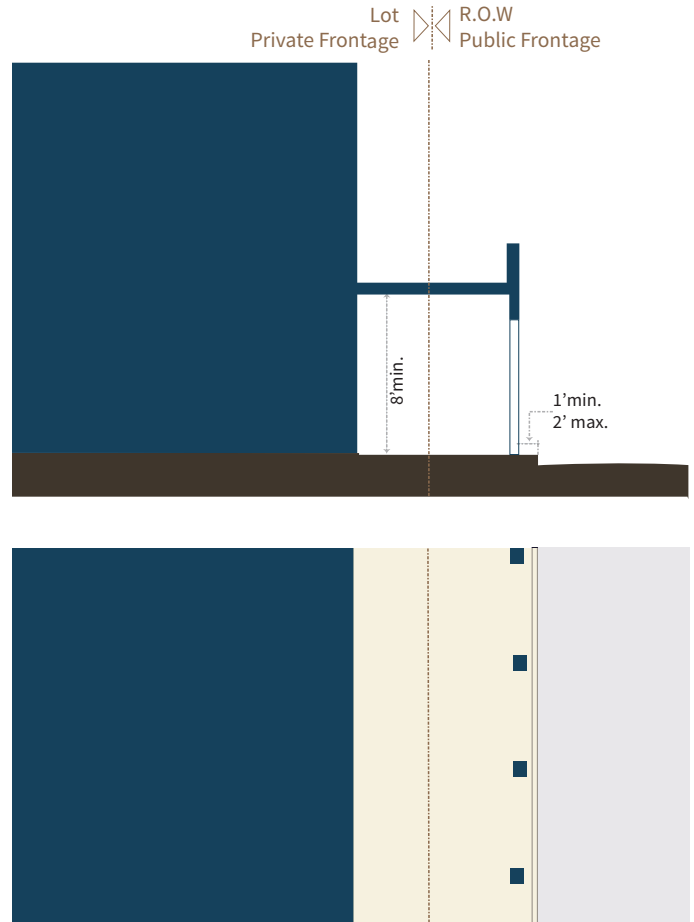
A Gallery is a roof or deck projecting from the facade of a building, supported by columns located just behind the street curb. Galleries shelter the sidewalk with a roof or unenclosed, accessible, out-door space making them ideal for retail use. Galleries may be one- or two-stories in height, functioning as covered or uncovered porches at the second floor. Railing on top of the gallery is only required if the gallery roof is accessible as a deck.

2. Size

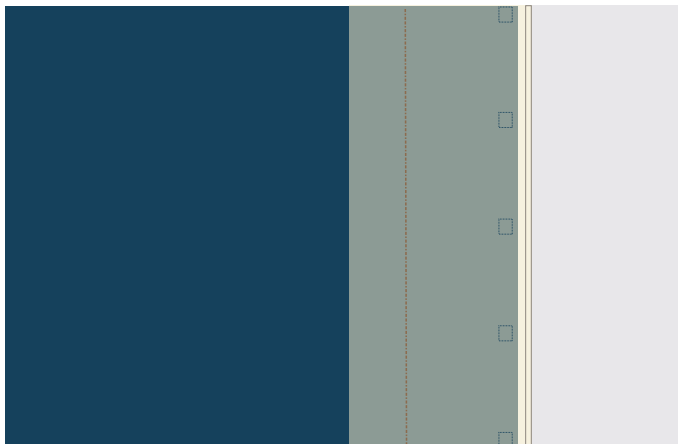
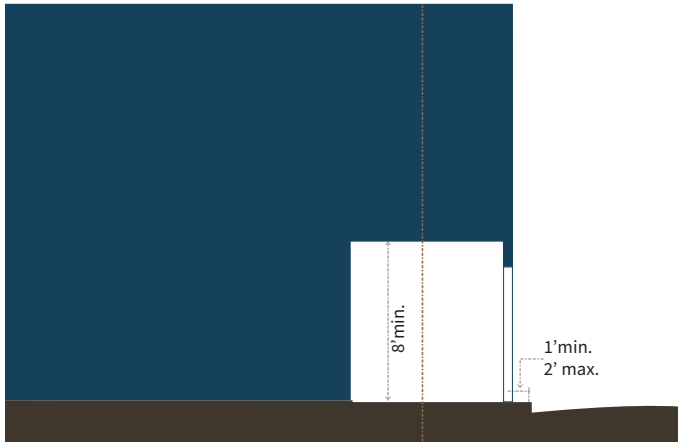
Depth	8 ft. min.
Ground floor height	12 ft. min.
Upper floor height	10 ft. min.
Height	2 stories max.
Setback from curb	1 ft. min., 2 ft. max.

3. Design Standard

- Galleries shall be combined with the Shopfront frontage type.
- Galleries must have consistent depth along a frontage.
- Ceiling light is encouraged.
- Galleries may be entirely on private property or may encroach over the sidewalk in the public right-of-way, subject to an encroachment permit prior to issuance of a building permit.
- Column spacing and colonnade detailing, including lighting, shall be consistent with the style of the building to which it is attached.
- Columns shall be placed in relation to curbs so as to allow passage around and to allow for passengers of cars to disembark.



Lot Private Frontage R.O.W Public Frontage



H Arcade



1. Description

Arcade frontages are composed of a building with ground floor facades which align with the property line, and upper floors which project over the property line to cover the sidewalk. A colonnade structurally and visually supports the building mass which encroaches into the public right-of-way. Arcades contain ground-floor storefronts, making them ideal for retail use as the arcade shelters the pedestrian and shades the storefront glass, preventing glare that might obscure views of merchandise. As allowed, the arcade also provides habitable space over the sidewalk creating a very urban street character.

2. Size

Depth	8 ft. min.
Ground floor height	12 ft. min.
Upper floor height	10 ft. min.
Setback from curb	1 ft. min., 2 ft. max.

3. Design Standard

- a. Arcades shall be combined with the Shopfront frontage type.
- b. Arcades may be entirely on private property or may encroach over the sidewalk in the public right-of-way, subject to an encroachment permit prior to issuance of a building permit.
- c. Column spacing and colonnade detailing, including lighting, shall be consistent with the style of the building to which it is attached.
- d. Columns shall be placed in relation to curbs so as to allow passage around and to allow for passengers of cars to disembark.

7. Streets & Block Standards

7.1 Streets Standards

A Purpose

This Section provides design standards to ensure that proposed development is consistent with the Downtown's goals for an interconnected and walkable network of blocks and streets that supports the intended physical character, land use activity and quality. Streets must not only provide for the efficient and safe movement of people, goods, and services, but must also facilitate great places which contribute to the look, feel, and experience of the downtown area.

B Applicability

- i. This Section describes the standards for streets in Downtown zones. It supplements the Engineering Standards.
- ii. These street standards are applicable for the transformation of existing streets and the creation of new streets in Downtown area.
- iii. Additional street assemblies can be integrated into this Section as they are approved by the City.

C Design Objectives

- i. Streets are one of the most important elements in defining the downtown character. Due to this important role in place-making, in addition to their contribution of a major percentage of public space, streets' standards must be considered alongside building form, building types, frontage types, civic spaces and landscaping in creating urban environments.
- ii. In accordance with the intent of this Section, new or modified street shall be designed to incorporate the following criteria for street design:
 - a. **Function:** Ensuring essential access to premises for deliveries and servicing, Effective use of curb space to support downtown activities and upgrading utilities under the roads to serve downtown's growing needs.
 - b. **Mobility:** Safe, efficient, and reliable movement supporting access of people and goods.
 - c. **Livability:** Providing good and inclusive places for all which support vital economic, cultural and community activity.
- iii. All of the elements of the streets are context-based. Overall width and pavement width, the number of lanes, and the lanes' specific sizes are listed. Street edges include drainage collection type, planter type, lighting type, and walkway type and curb radii at intersections. Bulb-outs are encouraged to facilitate a pedestrian friendly environment.
- iv. The street sections in this chapter suggest quality and intent. The dimensions in the street sections are based on field observations and aerials. Pre-construction topographic survey should determine existing conditions and final street dimensions should be modified accordingly.

Glendora Avenue



Source: Apple Maps.



Proposed La Rambla

Assembly

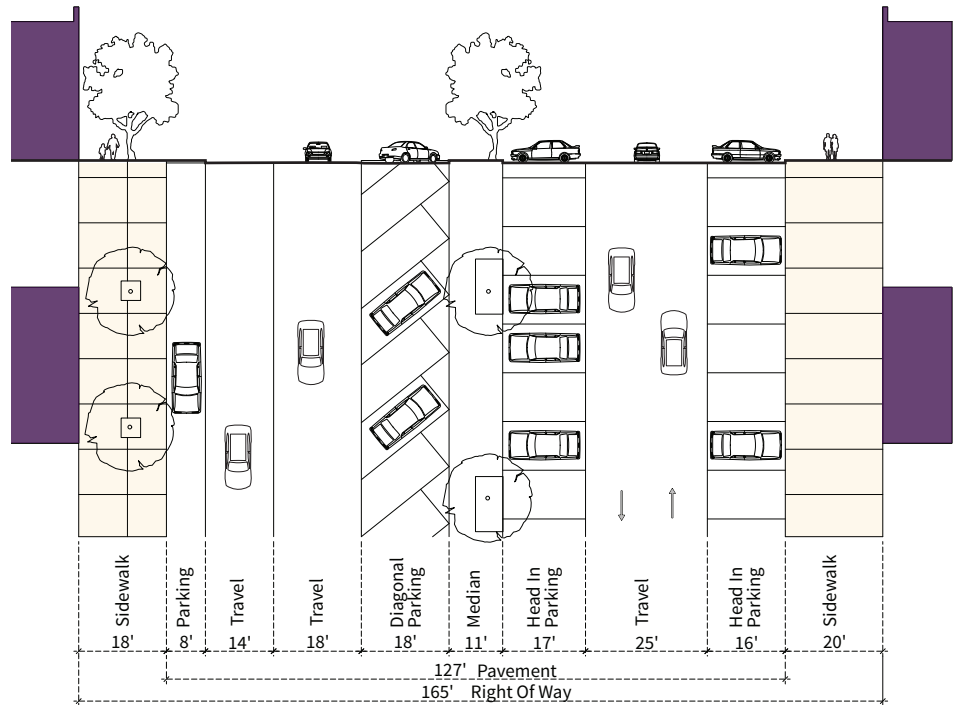
Type	La Rambla
Right-of-way	165 ft.
Pavement	127 ft.

Transportation Way

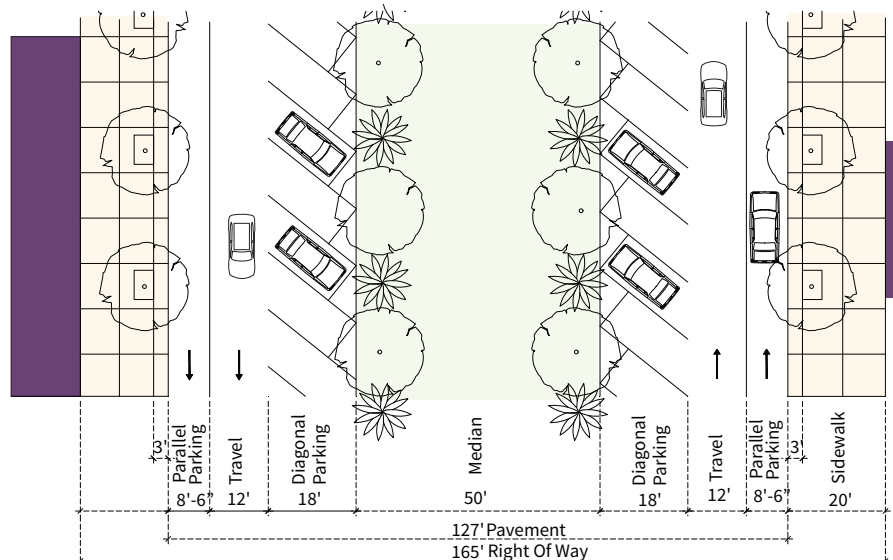
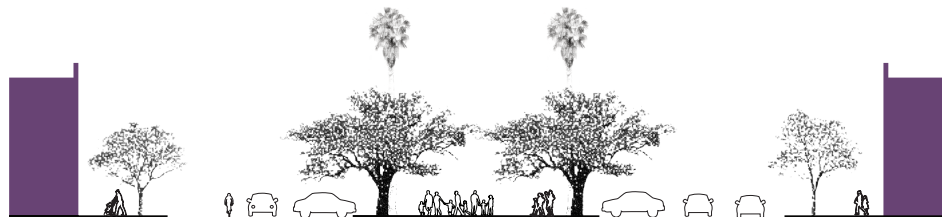
Vehicular lanes	Two lanes: Two-way, one lane each way @ 12 ft.
Parking Lanes	Two parallel rows along the curb's edge and two angled rows along the median
Movement type	Slow
Median width	50 ft.
Median planting	Canopy shape trees, alternating with vertical palm tree
Median surface	Grass, ground cover, or rough cobble
Target speed	20 mph
Bicycle provision	Sharrow
Transit	Bus @ West Covina Pkwy intersection

Public Frontage

Curb	Type	vertical curb; roll curb on median
	Radius	10 ft.
Walkway	Width	10 ft.
	Surface	Concrete
Planter	Vase or oval shaped trees. Umbrella spreading canopy tree with alternating vertical palm in median.	



Existing Glendora Avenue (varies)

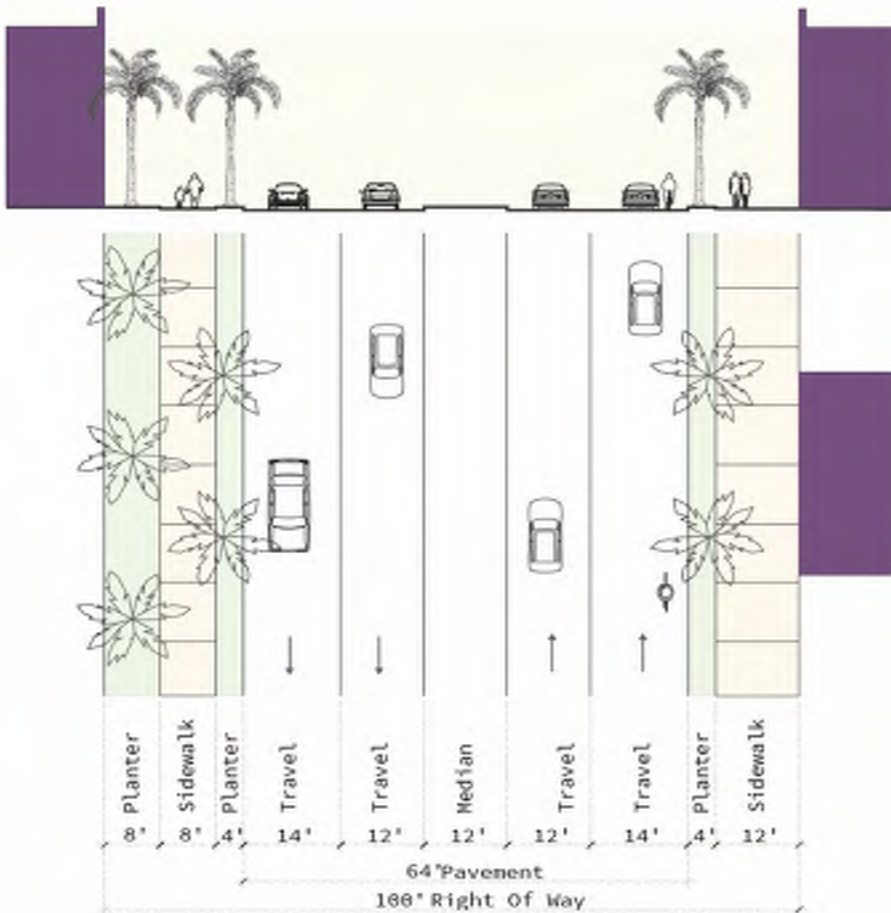


Proposed Glendora Avenue

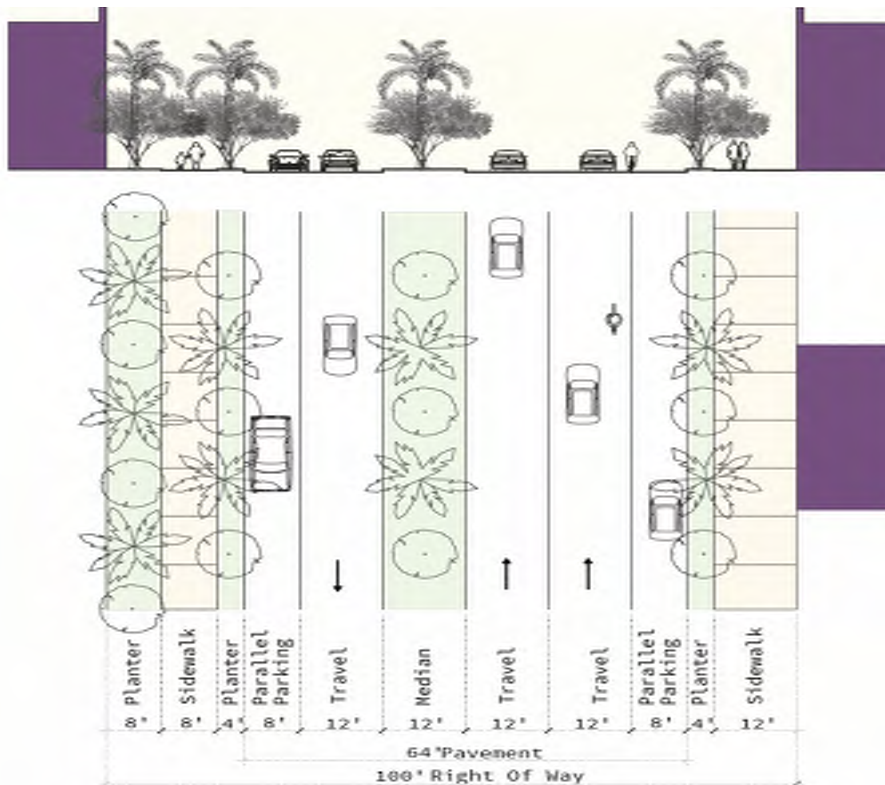
Lakes Drive



Source: Apple Maps.



Existing



Proposed

Assembly

Type	Short Street
Right-of-way	64 ft.
Pavement	100 ft.

Transportation Way

Vehicular lanes	Three lanes: Two-way.
Parking Lanes	Parallel parking on both sides
Movement type	Low
Target speed	20 mph
Bicycle provision	Sharrow
Transit	Bus @ Vincent Avenue intersection

Public Frontage

Curb	Type	vertical curb
	Radius	10 ft.
Walkway	Width	8 ft. and 12 ft.
	Surface	Concrete
Planter		Palm and vase shaped trees.

Sunset Avenue



Source: Apple Maps



Proposed streetscape improvements

Assembly

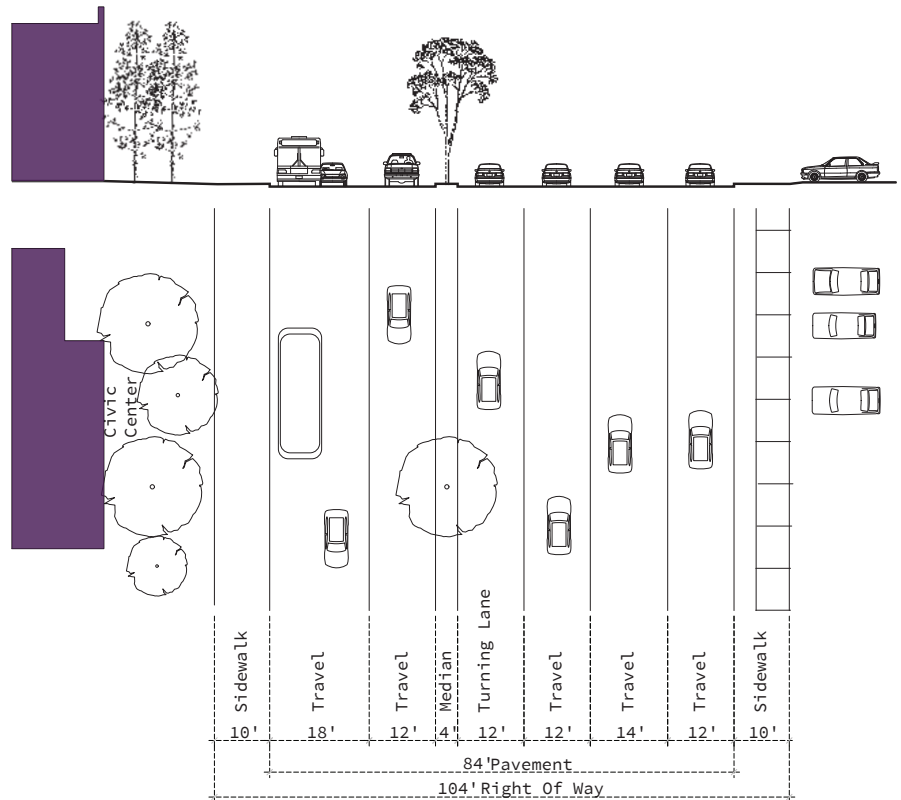
Type	Commercial Street
Right-of-way	104 ft.
Pavement	84 ft.

Transportation Way

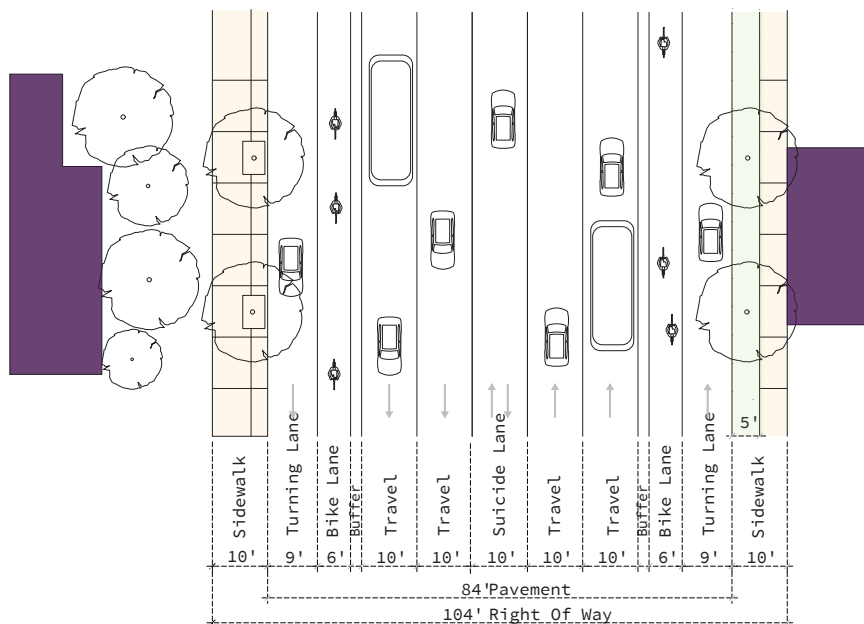
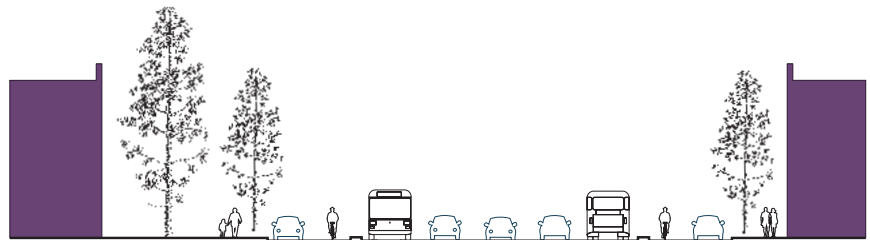
Vehicular lanes	Seven lanes: Two-way, two lanes 10 ft. wide and one turning lane 9 ft. wide in each direction, with a center suicide lane @ 10 ft.
Parking Lanes	None
Movement type	Speed
Target speed	35 mph
Bicycle provision	6 ft. wide bike lane in either direction
Transit	Bus route

Public Frontage

Curb	Type	Vertical curb
	Radius	25 ft.
Walkway	Width	10 ft. along Civic Center and 5 ft. wide planter and 5 ft. wide sidewalk on the east side.
	Surface	Concrete
Planter		Street trees are vertical or pyramidal shaped trees, evergreen or deciduous.



Existing

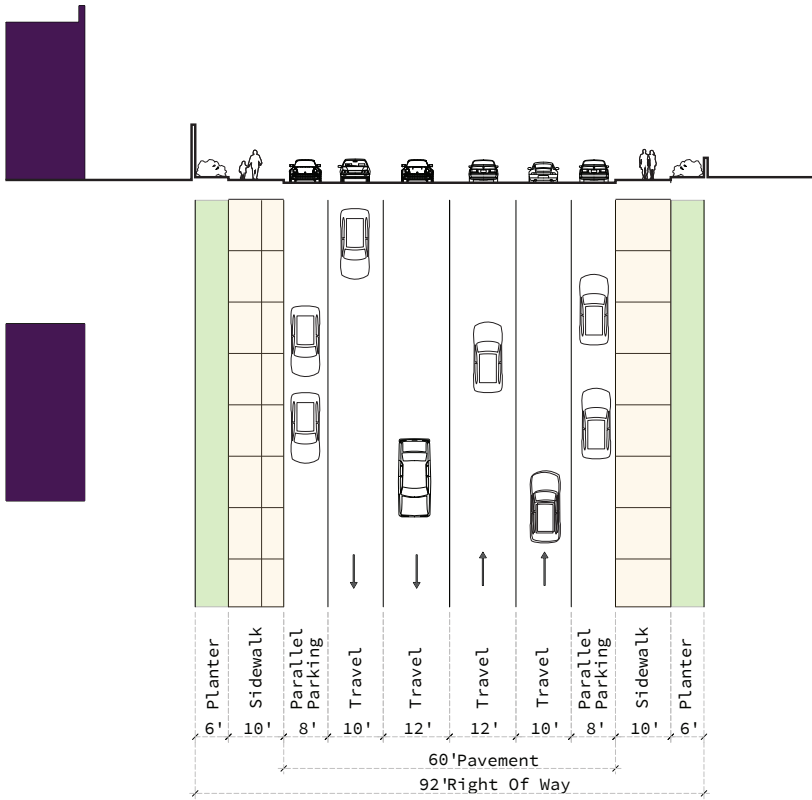


Proposed

Toluca Avenue



Source: Apple Maps.



Existing



Proposed

Assembly

Type	Short Street
Right-of-way	92 ft.
Pavement	60 ft.

Transportation Way

Vehicular lanes	Two lanes: Two-way, one lane each way.
Parking Lanes	Angled parking on both sides
Movement type	Low
Target speed	20 mph
Bicycle provision	Sharrow
Transit	Bus @ West Covina Parkway intersection

Public Frontage

Curb	Type	vertical curb
	Radius	10 ft.
Walkway	Width	10 ft.
	Surface	Concrete
Planter	Open lacy vertical shaped trees.	

Vincent Avenue



Source: Apple Maps



Assembly

Type	Commercial Street
Right-of-way	150 ft.
Pavement	134 ft.

Transportation Way

Vehicular lanes Ten lanes: Two-way, bus lane, three lanes 12 to 14 ft. wide in each direction, and two turning lane 12 ft. wide with a center 4 ft. wide median.

Parking Lanes None

Movement type Speed

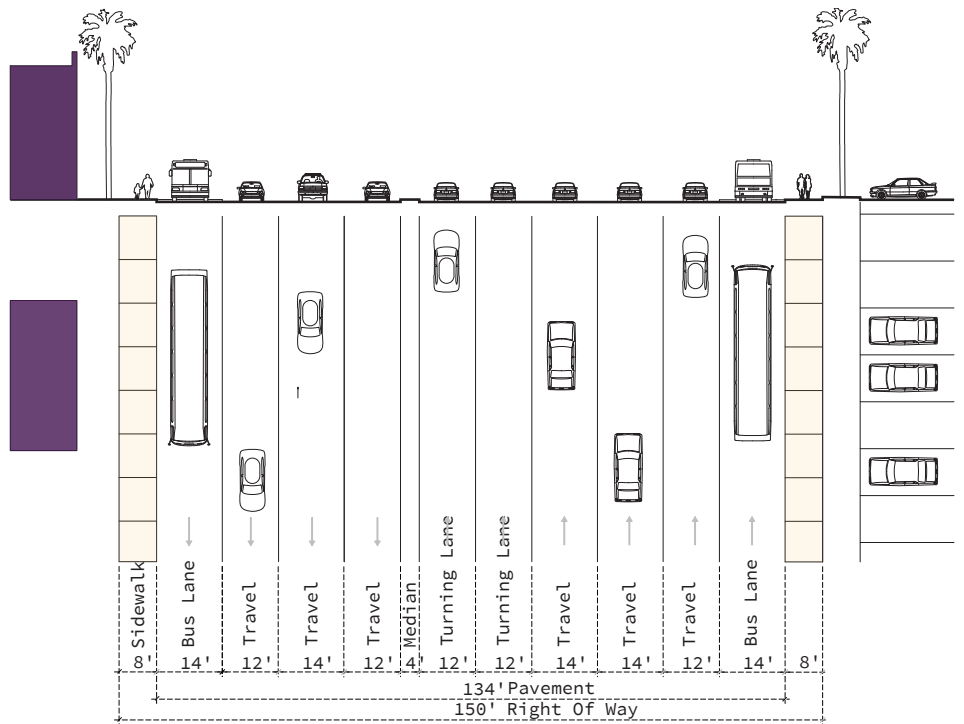
Target speed 35 mph

Bicycle provision None

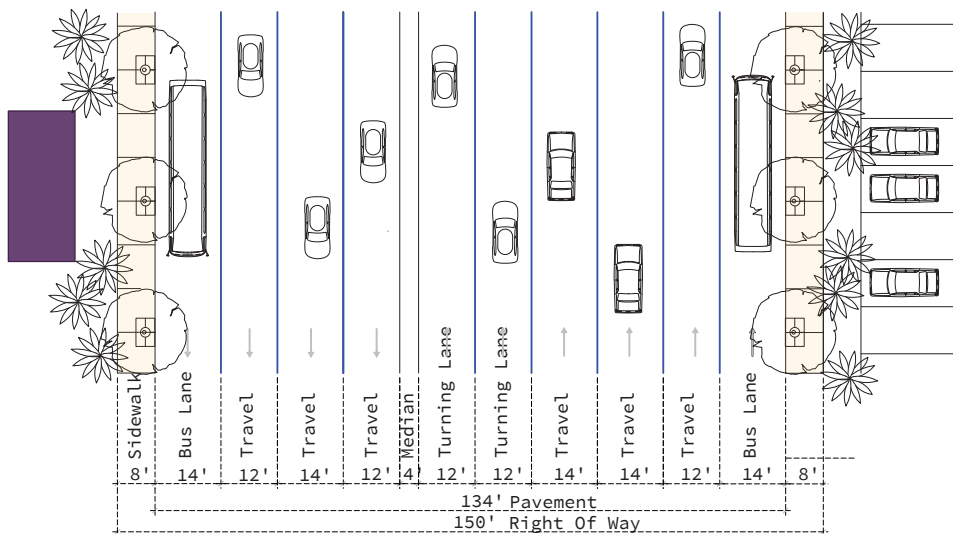
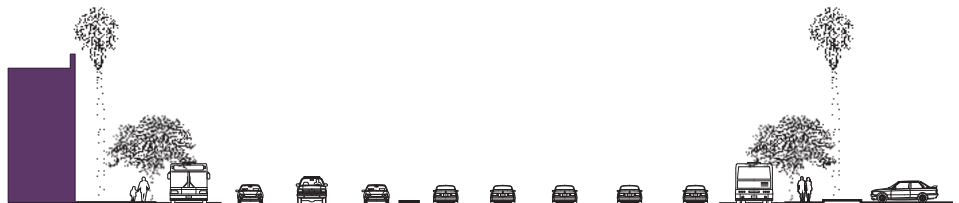
Transit Bus route

Public Frontage

Curb	Type	Vertical curb
	Radius	25 ft.
Walkway	Width	8 ft. wide with planter
	Surface	Concrete
Planter	Small to medium sized oval or ball shaped trees, flowering, evergreen or deciduous. Tall accent palms behind walkway.	



Existing

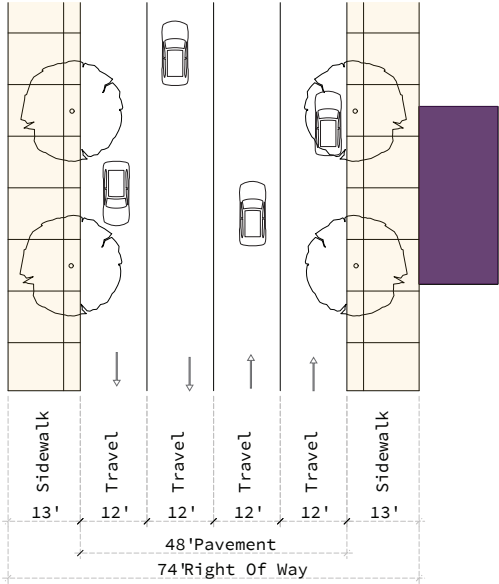
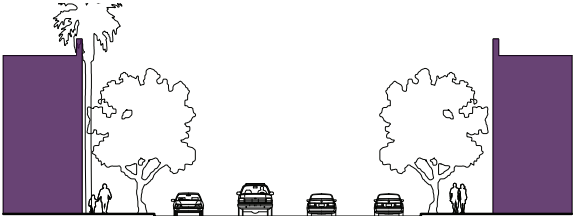


Proposed

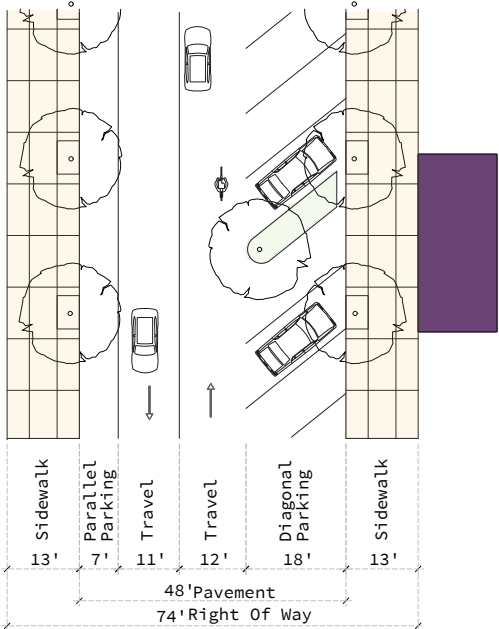
Walnut Creek Parkway



Source: Apple Maps.



Existing



Proposed

Assembly

Type	Short Street
Right-of-way	74 ft.
Pavement	48 ft.

Transportation Way

Vehicular lanes	Two lanes: Two-way, one lane each way.
Parking Lanes	Angled parking on one side
Movement type	Low
Target speed	20 mph
Bicycle provision	Sharrow
Transit	Bus @ Vincent Avenue intersection

Public Frontage

Curb	Type	vertical curb
	Radius	10 ft.
Walkway	Width	10 ft.
	Surface	Concrete
Planter	Vase or oval shaped trees.	

West Covina Parkway



Source: Apple Maps



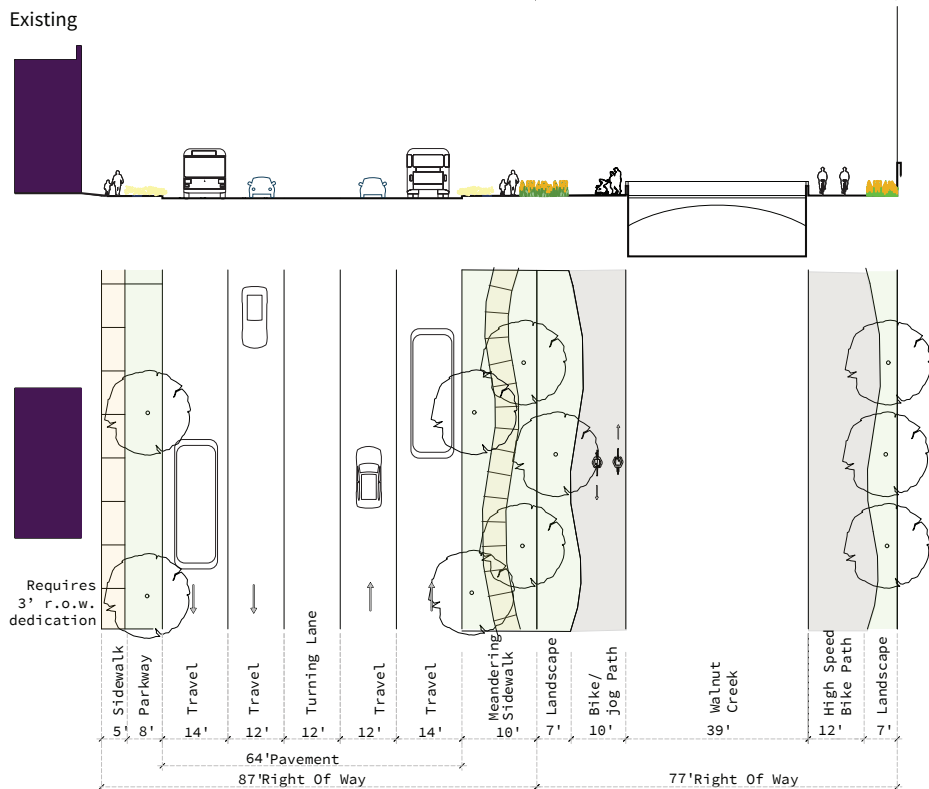
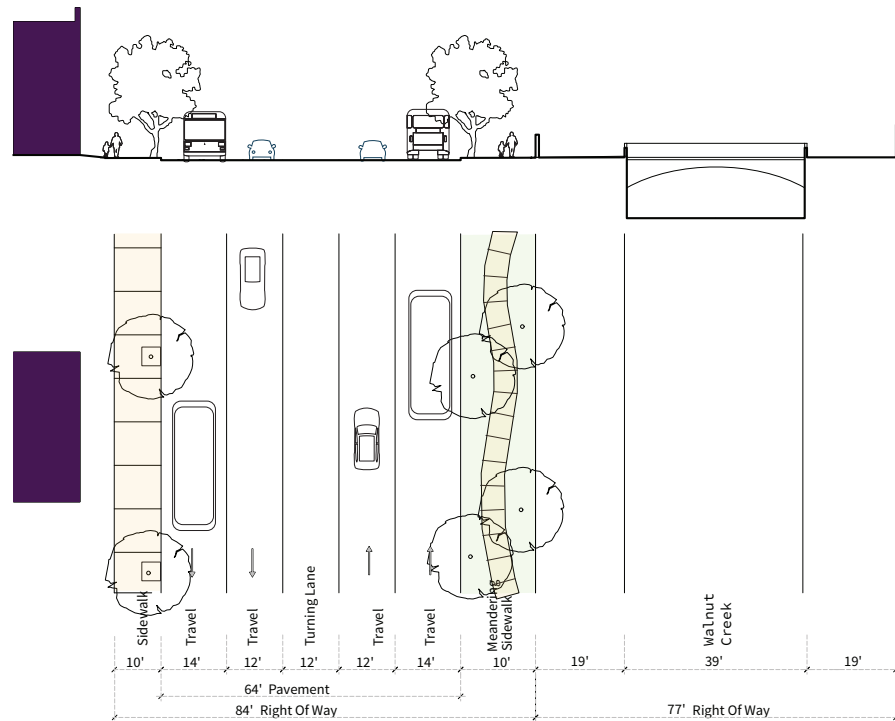
Proposed Walnut Creek Trail



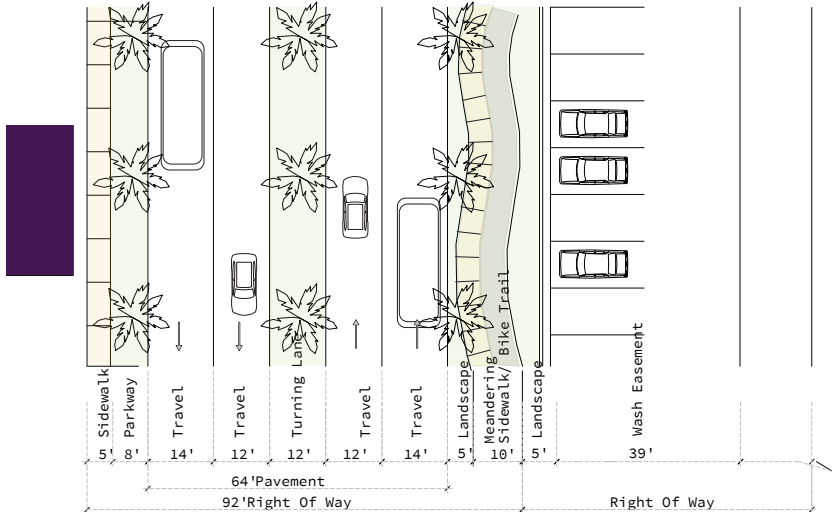
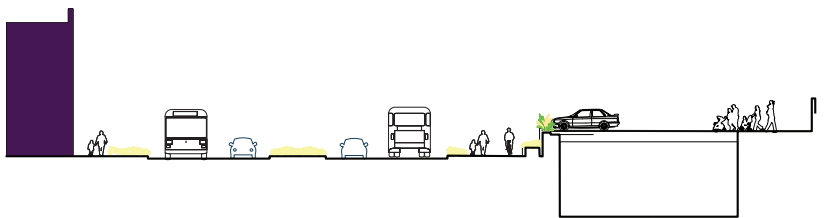
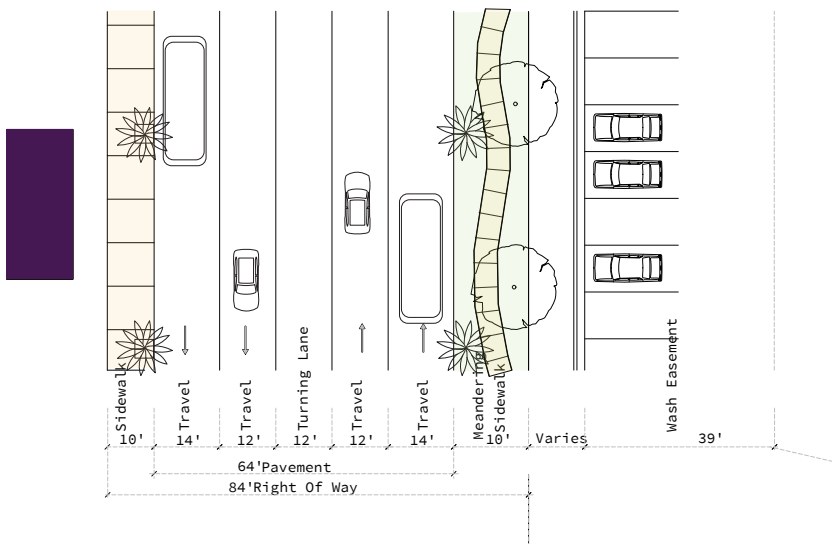
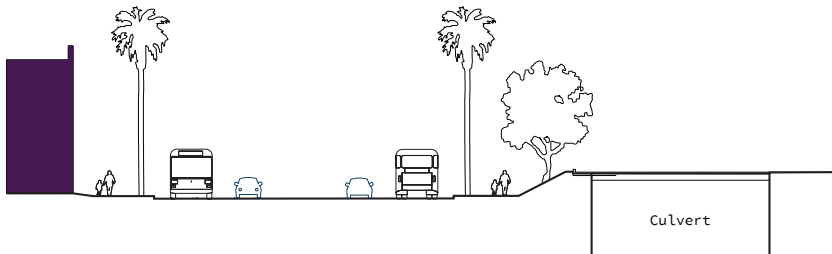
Source: Apple Maps



Proposed Transit Plaza



Proposed



Assembly

Type Commercial Street
 Right-of-way Varies. The sections on this page illustrate the design intent. The dimensions are based on field observation, city map records, and aerials. Detailed survey drawings should be prepared to establish the precise dimensions of the variable right-of-way.

Pavement 64 ft.

Transportation Way

Vehicular lanes Five lanes: Two-way; a 14 ft. transit only lane along the curb and a lane in either direction, with a center turning lane @ 12 ft.

Parking Lanes None.

Movement type Speed

Median width 12 ft. with turn lanes

Median planting Vertical palm tree

Median surface Grass, ground cover, or rough cobble

Target speed 35 mph

Bicycle provision 10 ft. to 12 ft. Class I bike lane along Walnut Creek

Transit Dedicated transit lane.

Public Frontage

Curb Type Vertical curb; roll curb on median

Radius 25 ft.

Walkway Width 5 ft. to 10 ft.

Surface Concrete

Planter Holly Oaks on both sides of the street. Palm Trees in medians and both sides of the street for the portion of the street where the Creek is covered by a culvert. River Red Gum along Walnut Creek. Ground Plane Landscaping: In meandering and straight parkways plant white carpet roses for year round color in retail areas.

7.2 Block Standards

A Purpose

All blocks shall be designed per the applicable requirements identified in Table 7.1 to ensure that new and modified blocks result in walkable, interconnected streetscapes aligned by appropriately scaled buildings.

B Applicability

i. The following standards shall apply to all new or modified blocks in the Downtown area.

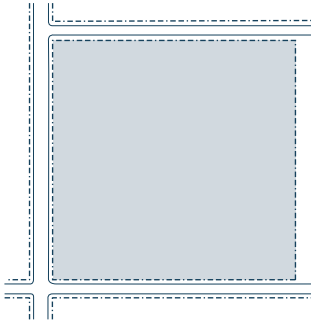
C Design Objectives

- i. New or modified blocks shall front a street (public or private).
- ii. New or modified blocks shall be subdivided to generate individual lots for buildings or open space as required by the applicable zoning district(s) and overlay(s) and in compliance with Section 4.0 ‘Development Standards by Zone’.
- iii. New or modified blocks may be designed in a variety of shapes. Individual block faces and the total block perimeter shall follow the standards established in the Table 7.1 below.

Zone	Block	
	Face Length	Perimeter Length
T-5 Urban Center	400 ft. max.	1,600 ft. max
T-4 General Urban	600 ft. max.	1,800 ft. max
T-4 Urban Neighborhood	600 ft. max.	2,000 ft. max

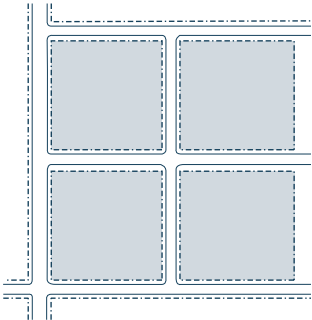
Table 7.1 Block Standards

Sequence of Applying Block Standards



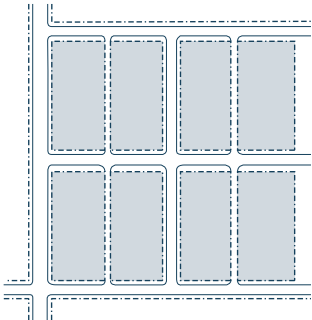
Step 1: Existing Site

Sites that are 4 acres or larger in size or existing blocks with 700 feet of frontage on any side shall be subdivided further to create additional blocks per the requirements of Table 7.1.



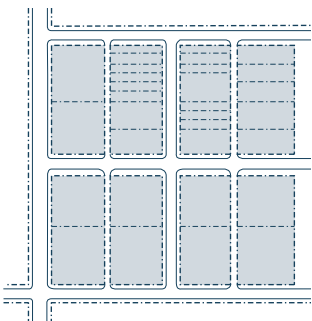
Step 2: Introduce Streets

Sites being subdivided into additional blocks shall introduce streets as allowed in the applicable zoning district(s) and comply with the applicable block-size requirements of Table 7.1.



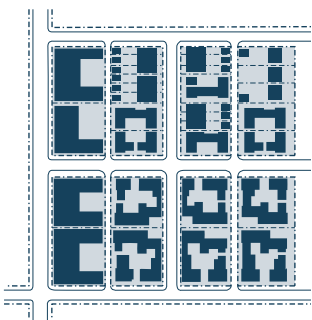
Step 3: Introduce Alleys

Access to new blocks and their individual lots is allowed primarily by alley or, side street, with a certain portion of lots allowed to access the lot via the primary street. The intent of limiting access to the rear or side of lots is to maintain the continuity of the streetscape without interruptions such as driveway access.



Step 4: Introduce Lots

Lots are introduced on each block to correspond with the selected building type(s) allowed by each zoning district.



Step 5: Introduce Projects

Each lot is to receive no more than one main building. The main building is then designed per the requirements of the applicable zoning district along with the allowed frontages and arranged to suit the particular organization of buildings desired for the block.



8. Open Space Standards

8.1 Open Space Standards

A Purpose

The purpose of this Section is to provide a catalog of pre-approved Public Open Space types that are appropriate to use within walkable urban environments.

B Applicability

- i. This section describes the guidelines for development of Public Open Spaces throughout the Downtown Area.
- ii. The Standards of this section shall apply to all proposed development within downtown zones, and shall be considered in combination with the standards for the applicable zone.
- iii. Additional Public Open Spaces can be integrated into this section as they are approved by the City.

C Design Objectives

Open Spaces play an important role in place-making. Their standards must be considered alongside building form, building types, frontage types, and thoroughfares in creating urban environments. The diverse palette of parks and other publicly accessible open spaces are assigned to one or more downtown zones.

D Open Space Required

Each application that involves at least 4 acres shall be required to provide a minimum of five percent of the project area as open space. The required open space shall be designed in compliance with the applicable requirements from Table 8.A.

Table 8.A Open Space Types

Zone	UC	GU	UN	UC	GU	UN	UC	GU	UN
Open Space Type	Greenway			Green			Square		
Illustration									
Examples of Intended Physical Character									
Description	A greenway along the Walnut Creek Wash is a linear open space that can meet a variety of purposes, from recreation to environmental restoration.			An open space available for unstructured and limited amounts of structured recreation.			An open space available for civic purposes, unstructured and limited amounts of structured recreation.		
Size	8 acre minimum			1 acre to 15 acres			½ acre to 5 acres		
Frontage (min.)	Fronting lots encouraged to provide access and pleasant frontage.			2 streets			2 street		
Typical Facilities	Passive and active recreation, accessory structure, drinking fountains, signs, benches, exercise equipment, benches, and paths			Passive and active recreation (unstructured or structured), accessory structure, drinking fountains, community facility < 5,000 gsf, and paths			Passive and active recreation (unstructured or structured), accessory structure, drinking fountains, community facility < 5,000 gsf, and paths		

UC			GU			UN			UC			GU			UN		
Plaza			Pocket Park			Playground			Community Garden								
Plazas are open spaces available for civic purposes and commercial activities. Building frontages should define these spaces. Plazas are typically hardscaped ½ acre to 2 ½ acres 2 streets Passive recreation, accessory structure, drinking fountains, and paths	An open space available for informal activities in close proximity to neighborhood residences. 4,000 s.f. to ½ acre 1 street Passive recreation, accessory structure, drinking fountains, and paths	An open space designed for the recreation of children and interspersed within residential areas. Playgrounds may be included within other open spaces. There is no minimum or maximum size. 1 street Accessory structures, drinking fountain, and paths	An open space designed as a grouping of plots for nearby residents for small-scale cultivation. Community Gardens may be included within other open spaces. There is no minimum or maximum size. 1 street Accessory structures, drinking fountain, and paths														



9. Landscape Standards

9.1 Landscape Standards

A Purpose

The Street Tree Master Plan (Figure 9A) graphically depicts the goals effectuating the preservation of native vegetation and habitats, the repair and enhancement of downtown's natural characteristics, the smooth transition between natural landscape areas and development, and the protection of regional landscape character. The landscape is designed to serve as a unifying element for the development. Regularly spaced ornamental street trees define the roadways as well as provide visual screening. Plant materials will be native or native-in-character.

B Applicability

These Landscape standards shall apply to all public streets and open spaces, to the initial construction of front yards for all Building Types, and to the semi-public outdoor courtyards. Private rear yards are not subject to these standards.

C Streetscape Standards

- i. Street trees shall be consistent with, or similar to, species identified in Figure 9A.
- ii. Street tree spacing shall be no less than 25 feet and no more than 45 feet on center. Consistency in tree spacing and species shall be used to create strong spatial definition for the streetscape.
- iii. Runoff from sidewalks shall be conveyed to planted parkways.

D Open Space Required

Yard Landscaping: Plantings in yard areas fronting on streets shall be appropriate to the scale, and purpose of the yard. All trees for front yards when provided shall be a minimum of 24 inch box (1" - 1.75" caliper). Appropriate plant materials and designs for specific frontage yard types are as follows:

i. Front Yard

- a. Front yards shall be planted and maintained from the back of sidewalk to a facade or garden wall.
- b. At facades, low shrubs and/or ground cover may be planted against the facade.
- c. At garden walls, low shrubs and vines or tall shrubs shall be planted against walls.



Cercidium hybrid Desert Museum



Chorisia speciosa



Cinnamomum camphora



Eucalyptus camaldulensis

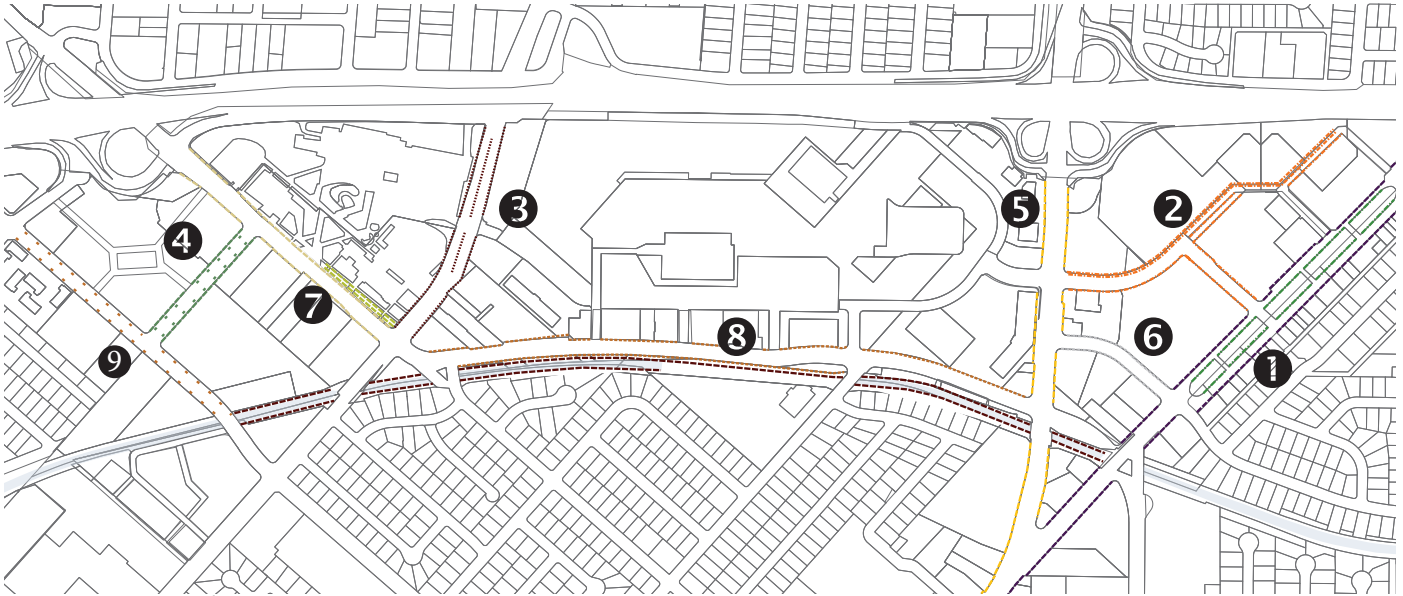


Figure 9A: Tree Master Plan

- | | | | | | |
|-------------------------------------|--|--|---|--|---|
| <p>1
Glendora Avenue</p> | | <p>Cinamomum camphora (Camphor Tree) or Quercus virginiana (Southern Live Oak)
Washingtonia robusta (Mexican Fan Palm) or Washington filifera (California Fan Palm)
Syagrus romanzoffianum (Queen Palm) or Archontophoenix cunninghamiana (King Palm).</p> | <p>6
Walnut Creek Pkwy</p> | | <p>Platanus acerifolia "Bloodgood" (London Plane) or Pistachia chinensis (Chinese Pistache) or Zelvkoa serrata (Sawleaf Zelvkoa)</p> |
| <p>2
Lakes Drive</p> | | <p>Cercidium "Desert Museum" (Desert Museum Palo Verde) or Prosopis glandulosa "Maverick" (Thornless Honey Mesquite)</p> | <p>7
W.C. Pkwy (City Hall)</p> | | <p>Brachychiton populneus (Bottle) or Chorisia speciosa (Floss Silk)
Existing: Liquidambar and Magnolia</p> |
| <p>3
Sunset Avenue</p> | | <p>Pinus canariensis (Canary Island Pine) or Eucalyptus polyanthemos (Silver Dollar Gum) or Ginkgo biloba (Ginkgo)</p> | <p>8
West Covina Pkwy</p> | | <p>Phoenix dactylifera (Medjool)
Quercus ilex (Holly Oak) or Quercus virginiana (Southern Live Oak)</p> |
| <p>4
Toluca Avenue</p> | | <p>Gleditsia triacanthos (Shademaster Honey Locust) or Tipuana tipu (Tipu) or Jacaranda mimosifolia (Jacaranda)</p> | <p>9
Cameron Avenue</p> | | <p>Pinus canariensis (Canary Island Pine) or Liriodendron tulipifera (Tulip Tree)
Calodendron capense (Cape Chestnut) or Bauhinia variegata (Orchid Tree)</p> |
| <p>5
Vincent Avenue</p> | | <p>Cassia leptophylla (Gold Medallion) or Tabebuia impetiginosa (Pink Trumpet)
Washingtonia robusta (Mexican Fan Palm)</p> | | | |



Prosopis grandulosa maverick



Quercus virginiana



Syagrus romanzoffiana



Tabebuia impetiginosa



Archontophoenix cunninghamiana



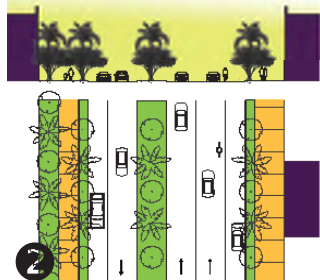
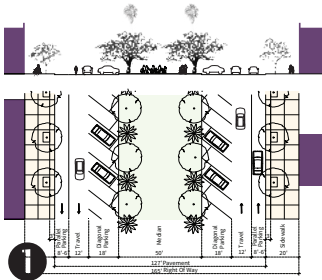
Eucalyptus polyanthemos



Liquidambar



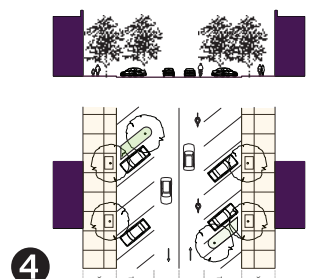
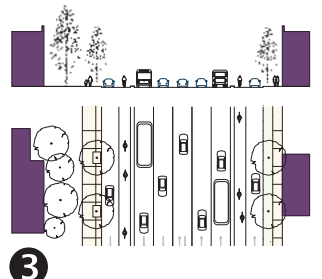
Ginkgo biloba



Gleditsia triacanthos inermis shademaster



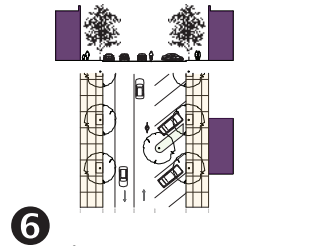
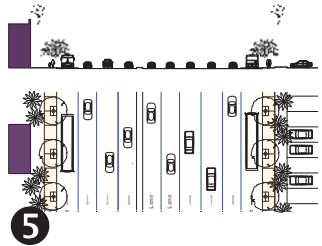
Jacaranda mimosifolia



Brachychiton populneus



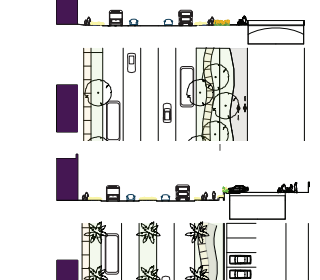
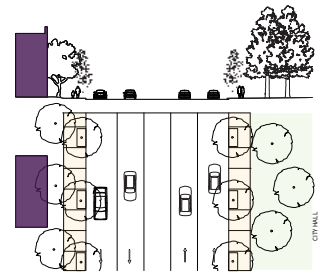
Cassia leptophylla



Phoenix dactylifera medjool



Platanus acerfolia-bloodgood



Pinus canariensis



Pistachia chinensis



Tipuana tipu



Washingtonia filifera



Washingtonia robusta



Zelkova serrata



10. Other Standards

10.1 Other Standards

A Purpose

This section of the Downtown Code establishes the standards for particular elements of sites and streetscapes to ensure a consistent and high level of quality in site design, materials, and land use activity.

B Applicability

- i. The standards of section 10.0 apply to all property subject to the Downtown Code.

C Standards for Site Walls

- i. A 6-foot perimeter wall is required when adjacent to single-family residential development. Walls up to 8 feet in height may be permitted with the approval of a Minor Site Plan Review or Precise Plan.
- ii. Screening elements such as solid walls, hedges or combination of walls and hedges shall be used to screen service areas, storage areas, or garbage areas from public view from the street or pedestrian ways.
- iii. Low walls (2 to 3 feet in height) may be used to divide space, create a variety in landscaping and to define site edges.
- iv. Solid walls (3 to 8 feet in height) or hedges, are permitted to screen mechanical equipment, garbage receptacles, loading areas and other unsightly areas and provide privacy at the back of lots and along side streets in compliance with the requirements of Section 6.0 'Frontage Standards'. When a wall exceeds 3 feet in height, the wall shall be designed as an extension of the primary building in materials and color.
- v. Front yard fencing shall comply with the following requirements as applicable:
 - a. Fences shall be located in compliance with the frontage requirements in Section 6.0;
 - b. Where allowed, fences shall be setback from the adjacent sidewalk by at least 12 inches to allow for planting intended to visually improve the appearance of the fence along the sidewalk;
 - c. The overall height of fencing along the front yard and adjacent side street, when present, shall not exceed 4 feet.

C Design Standards

- i. Gutters and downspouts are not to project from the vertical surface of a building. A mixed-use residential or residential building can propose exterior gutters and downspouts if they are architecturally consistent and incorporated with the architectural style of the development. Exterior gutters and downspouts shall be reviewed by the Town Design Advisor and approved by the Planning Commission as part of the Precise Plan.

D Outdoor Dining in Public Right-of-Way

This section provides regulations for outdoor dining within the public right-of-way when accompanying a restaurant use type.

- i. Permit Requirement. No person may establish outdoor dining in the public right-of-way unless an Administrative Review is approved by the Planning Director. The Administrative Review application shall include adequate plans and information to determine compliance with this section.
- ii. Evaluation Standards
 - a. To provide for adequate pedestrian circulation, a minimum of four feet of clearance between dining furnishings and any curblines, street furniture, or above ground utilities. A minimum of 50 feet of clearance, shall be maintained between dining furnishings and the centerline of intersecting perpendicular driveways, alleys or streets to provide for adequate vehicle sight, unless a lesser distance is determined by the Director and City Engineer to be adequate for the protection of the public safety.
 - b. Tables and chairs used for outdoor dining shall be of substantial materials. Tables shall be a maximum of three feet in diameter if round and three feet along the longest side if rectilinear. All such furnishings shall be stored indoors after hours of operation.
 - c. No portion of the outdoor dining use, including furnishings and signs, shall block visibility of display windows or signage of adjacent businesses, unless written consent of any affected adjacent business owner to block visibility is obtained by the applicant and provided to the Director.
 - d. If encroaching in the right-of-way, the outdoor dining use operator shall provide an executed city hold harmless waiver and proof of liability insurance to the satisfaction of the city risk manager.

E Signs

- i. Blade signs shall be allowed with the approval of a Sign Administrative Review (SAR), requiring approval by the Planning Director. The following development standards, found in Section 26-357 of the West Covina Municipal Code, shall apply:
 - a. One blade sign is permitted per enclosed tenant space.
 - b. Blade signs may have a maximum area of one-half of total allowable sign area allowed on primary frontage. (double-face permitted). The projecting sign area shall be subtracted from the total allowable sign area allowed on the primary frontage. One face of a double-face sign shall be counted.
 - c. Blade signs may project up to 8 feet from the building face.
 - d. Height shall be limited to 1.2 times the height of the building, with a maximum height of 10 feet.
 - e. Blade signs shall maintain a minimum 8-foot vertical clearance from the sidewalk level.
 - f. Blade signs located above driveways and parking spaces shall maintain a minimum 13.5-foot vertical clearance, and comply with Fire Department standards.

F Other Municipal Code Standards

All other requirements of the Municipal Code not specifically provided in the Downtown Plan apply including, but not limited to, screening (i.e. rooftop mechanical equipment), trash enclosures, the installation of underground utilities.

11. Administration

A Review Authority

This section of the Downtown Code establishes the standards for particular elements of sites and streetscapes to ensure a consistent and high level of quality in site design, materials, and land use activity.

B Applications

The following types of applications shall be reviewed and acted upon by the identified body or individual.

- i. Ministerial Applications. The Planning Director shall be the Review Authority for ministerial applications as listed in Table 10.A.
- ii. Discretionary Applications. Discretionary application shall be reviewed as listed in Table 10.A.

Application	Review Authority		
	D	PC	CC
Zoning Clearance	A		
Administrative Review	A		
Minor Modification	A		
Minor Site Plan Review	A		
Outdoor dining in right of way permit	A		
Lot-line Adjustment	PW		
Precise Plan	R	FD	RA
Conditional Use Permit	R	FD	RA
Change of Zoning	R	R	FD
Subdivision	R	FD	RA
Variance	R	FD	RA
Special Exception	R	FD	RA
General Plan Amendment		R	FD

Authority

D	Planning Director
PW	Public Works
PC	Planning Commission
CC	City Council

Actions

A	Approves
R	Recommends
RA	Reviews on Appeal
FD	Final Decision

C Special Exception Process

The purpose of a special exception is to allow projects that provide special amenities, design details, and/or aesthetic benefit to the community.

Required Notification

Special Exceptions shall require notification of the public hearing, as described in Section 26-606(1) of the West Covina Municipal Code.

Required Findings for Special Exceptions

Before a Special Exception may be granted the following findings must be made:

- i. The proposed project, while not consistent with a specific provision of this Code, is justified by its intent to pursue a comparable or better designed development;
- ii. The proposed project would result in development compatible with the scale and character of existing development in the vicinity; and
- iii. The proposed project would result in development that is not detrimental to and would not adversely impact adjacent properties.

Limitations

Applications for Special Exceptions shall be limited to exceptions to Building Placement, Lot Size, Building Types and Frontage Types.

D Preliminary Review Process

The purpose of the preliminary review process is to allow an applicant to submit a preliminary plan and receive comment from the City prior to formal submittal. To facilitate communication between the applicant, City and the Town Design Advisor, the applicant may pay the fee to obtain architectural and urban design comments as part of the preliminary review.

E Town Design Advisor

To facilitate the application and review process, the City shall hire an architectural and urban design advisor who shall advise staff and the Planning Commission for precise plan review, conditional use permit, change of zoning, subdivision, special exceptions, and variances.

12. Definitions

12.1 Definitions of General Terms

Access, Building	The physical point(s) and type of pedestrian access to a building from the public sidewalk. Also see building access.
Access, Site	The physical point(s) of vehicular access from a street or other right-of-way to a site.
Access, Lot	The physical point(s) of access to an individual lot for vehicles and pedestrians from a street, other right-of-way or sidewalk.
Alley	A low capacity thoroughfare with one, shared lane and no parking lanes, designed and intended for service and/or secondary access purposes.
Bicycle Path (Class 1, Class 2)	A dedicated area, paved in a variety of materials (e.g., asphalt to decomposed granite) that is non-traversable by vehicles and is often shared with pedestrians.
Bicycle Route (Class 3)	An identified area, usually by white lines, that is part of the vehicular roadway that allows bicycle use.
Block	All property fronting on one side of a street between intersecting and intercepting streets, or between a street and a right-of-way, wash, end of an existing cul-de-sac, or city boundary.
Block Face	The aggregate of all the building facades on one side of a block. The block face provides the context for establishing architectural compatibility.
Block-scale Building	The physical appearance when a building by its physical length and overall size is massed and organized to be larger than a house in its footprint.
Building Access	Buildings are accessed in either of two ways: a) WALK-UP or b) POINT access. Walk-Up Access means when an individual suite or dwelling is accessed by the pedestrian directly from a public sidewalk or private open space directly accessed by the public sidewalk. House-scale buildings are accessed only by walk-up access. Point access means when individual suites or dwellings are accessed by the pedestrian through a common lobby. Block-scale buildings are accessed by either walk-up or point-access or, through a combination of the two.
Building Accessory	Building(s) which are in support of the main building on the lot and subject to the building placement standards for accessory buildings.
Building Height	The vertical extent of a building measured in stories to the eave of the highest story, not including a raised basement or a habitable attic. Height limits do not apply to masts, belfries, clock towers, chimney flues, and similar structures. Building height shall be measured from the average grade of the fronting thoroughfare.

Building Type	A structure defined by the combination of configuration, placement and function. The building types used in the Downtown Code are listed and described in Section 5.0 Building standards.
Civic	The term defining not-for-profit organizations dedicated to the arts, culture, education, government, transit and municipal parking facilities.
Civic Building	A structure operated by governmental or not-for-profit organizations and limited to civic and related uses.
Civic Space	An outdoor area dedicated for civic activities.
Courtyard	An unroofed area that is completely or partially enclosed by walls or buildings.
Driveway	A vehicular lane within a lot, or shared between two lots, usually leading to a garage, other parking or loading area.
Encroachment	Any architectural feature, structure or structural element, such as a gallery, fence, garden wall, porch, stoop, balcony, bay window, terrace or deck, that breaks the plane of a vertical or horizontal regulatory limit extending into a setback, beyond the build-to-line, into the public frontage, or above a height limit.
Facade	The vertical surface of a building.
Frontage	A strip or extent of land abutting a thoroughfare, civic space or other public right-of-way. 1. Frontage, Private. The area between the building facade and the shared lot line between the public right-of-way and the lot. 2. Frontage, Public. The area between the curb of the vehicular lanes and the edge of the right-of-way.
House-scale	The physical appearance when a building is massed and organized such that it is physically similar to a single-family house. Within the Downtown Code boundaries, this means a maximum building length of 100 feet in any direction.
Infill	A site developed within existing urban fabric, balancing, completing and/or repairing the surrounding area.
Landscaping	Flowers, shrubs, trees or other decorative material of natural origin.
Lot	A parcel of real property with a separate and distinct number or other designation shown on a plat recorded in the office of the county recorder which accommodates no more than one main building and contains accessory buildings as allowed by the zoning district.
Massing	The overall shape or arrangement of the bulk or volume of buildings and structures.
Nonconforming Buildings	A building or portion thereof which was lawful when established but which does not conform to subsequently established zoning or zoning regulations.
Nonconforming Use	A land use lawful when established but which does not conform to subsequently established zoning regulations.
Overlay	The method for addressing additional topics such as certain types of commercial frontage.
Parapet	A low wall along the edge of a roof or the portion of a wall that extends above the roof line.
Parkway (planting strip)	The landscaped area between the sidewalk and the curb which is reserved for trees which are intended to shade the sidewalk and provide spatial definition to the streetscape.
Paseo	A public place or path designed for walking that is often within a block, between buildings or along the edge of a public open space.
Pedestrian Shed	An area centered on a major destination. Its size is limited by an average distance that may be traversed at an easy walking pace in a given amount of time from its center to its edge. Pedestrian sheds are useful for planning walkable areas.
Podium	A continuous projecting base or pedestal under a building.

Setback	The area of a lot measured from a lot line to a building facade or elevation that must be maintained clear of permanent structures excepting galleries, fences, garden walls, arcades, porches, stoops, balconies, bay windows, terraces and decks (that align with the first floor level) which are permitted to encroach into the setback.
Setback line, front yard (frontage zone).	The line which defines the depth of the required front yard for the lot in order to generate and support the intended public realm of the zoning district. Said setback line shall be parallel with the right-of-way line when one has been established.
Setback line, rear yard or side yard.	The line which defines the width or depth of the required rear or side yard. Said setback line shall be parallel with the property line, removed therefrom by the perpendicular distance prescribed for the yard in the zoning district.
Story	A habitable level within a building from finished floor to finished ceiling.
Streetscape	The urban element that provides the major part of the public realm as well as paved lanes for vehicles. A streetscape consists of two key attributes: capacity and context. Capacity is the number of vehicles that can move safely through a segment within a given time period. It is physically manifested by the number of lanes and their width, and by the curb radius. Context is physically manifested by the appropriate Frontage types as determined by the zoning district in which the streetscape is located.
Structure	An improvement permanently attached to real property.
Type	A form determined by function and confirmed by culture. A type is physically defined by its function, and its configuration, and in the case of buildings, its disposition on the lot including frontage and height.
Urban Fabric	The pattern of developed land into neighborhoods, districts or corridors which is divided into blocks that are defined by thoroughfares. Urban fabric is in contrast to rural areas.

11.2 Definitions of Land Use Terms

Automatic Teller Machine (ATM)	A type of banking and financial services with automated or self-service banking features with no staff or personnel provided.
Bank/Financial Services	Bank/Financial Services. Financial institutions, including, but not limited to: banks and trust companies, credit agencies, holding (but not primarily operating) companies, lending and thrift institutions, other investment companies, securities/commodity contract brokers and dealers, security and commodity exchanges, and vehicle finance (equity) leasing agencies. Does not include check-cashing stores. (See also “Automatic Teller Machine (ATM).”)
Civic Building	A building that is operated by not-for-profit organizations dedicated to arts, culture, education, recreation, government, transit, and municipal parking.
Cultural Institution	A nonprofit institution engaged primarily in the performing arts or in the display or preservation of objects of interest in the arts or sciences that are open to the public on a regular basis. This classification includes performing arts centers for theater, dance and events, museums, art galleries, and libraries.

Drive-Through Services	Facilities where food or other products may be purchased or services may be obtained by motorists without leaving their vehicles. Examples of drive-through sales facilities include fast-food restaurants, drive-through coffee, photo stores, pharmacies, bank teller windows and ATMs, dry cleaners, etc., but do not include gas station or other vehicle services.
Drive-through Restaurant	A facility where food is prepared and served on the premises and which also allow motorists to order and purchase food without leaving their vehicles.
Dwelling Unit	A room or group of internally connected rooms that have sleeping, cooking, eating, and sanitation facilities, but not more than one kitchen, which constitute an independent housekeeping unit, occupied by or intended for one household on a long-term basis.
Dwelling Accessory	An auxiliary dwelling unit located within an accessory structure of a primary dwelling on the lot. Includes, but is not limited to dwelling units in guest houses, pool houses and carriage houses, above or beside a garage.
Farmer's Market Certified	Temporary markets, approved by the County Agricultural Commissioner and County Health Department, in which farmers sell their crops directly to the public. Certified Farmer's Markets are generally conducted once or more weekly. To participate in these markets, farmers must obtain a certificate from the County Agricultural Commissioner verifying that they grow the items being sold.
Home Occupation	Residential premises used for the transaction of business or the supply of professional services. Home occupation shall be limited to the following: agent, architect, artist, broker, consultant, draftsman, dressmaker, engineer, interior decorator, lawyer, notary public, teacher, and other similar occupations, as determined by the Director. No external employees are allowed.
Home Office	Residential premises used for the transaction of business or the supply of professional services which employ up to three external employees. Home office shall be limited to the following: agent, architect, artist, broker, consultant, draftsman, dressmaker, engineer, interior decorator, lawyer, notary public, teacher, and other similar occupations, as determined by the Director.
Medical Services, Clinic	A facility other than a hospital where medical, mental health, surgical and other personal health services are provided on an outpatient basis. Examples of these uses include: medical offices with five or more licensed practitioners and/or medical specialties, outpatient care facilities, urgent care facilities, other allied health services. These facilities may also include incidental medical laboratories. Counseling services by other than medical doctors or psychiatrists are included under "Offices - Professional."
Medical Services, Doctor's Office	A facility other than a hospital where medical, dental, mental health, surgical, and/or other personal health care services are provided on an outpatient basis, and that accommodates no more than four licensed primary practitioners (for example, chiropractors, medical doctors, psychiatrists, etc., other than nursing staff) within an individual office suite. A facility with five or more licensed practitioners is instead classified under "Medical Services – Clinic, Urgent Care." Counseling services by other than medical doctors or psychiatrists are included under "Office – Professional."
Meeting Facility	Consisting of group gatherings conducted indoors. Typical uses include churches, synagogues, mosques, temples, bingo halls, private clubs, fraternal, philanthropic and charitable organizations, and lodges. Does not include Theaters.

Neighborhood Market/ Convenience Store	A neighborhood serving retail store of 5,000 square feet or less in gross floor area, which carries a range of merchandise oriented to daily convenience shopping needs.
Offices —Professional	Office-type facilities occupied by businesses that provide professional services, or are engaged in the production of intellectual property. Examples of these uses include: accounting, advertising agencies, attorneys, commercial art and design services, counseling services, urgent care clinic, and medical clinic, scientific and research organizations, financial management and investment counseling, literary and talent agencies, management and public relations services, media postproduction services, news services, and photography studios.
Parking Facility, Public or Private	Parking lots or structures operated by the City or a private entity, providing parking either for free or for a fee. Does not include towing impound and storage facilities.
Personal Services	Establishments providing non-medical services for the enhancement of personal appearances, cleaning, alteration, or reconditioning of garments and accessories, and similar non-business related or non-professional services. Typical uses include reducing salons, barber shops, tailors, shoe repair shops, self-service laundries, and dry cleaning shops, but exclude uses classified under the Office and Trade School.
Personal Services Restricted	Personal services that may tend to have adverse effects upon surrounding areas and which may need to be dispersed to minimize their adverse impacts. Examples of these uses include: bailbonds, check cashing stores, massage (licensed, therapeutic, non-sexual), pawnshops, spas and hot tubs for hourly rental, tattoo and body piercing services, and tanning salons.
Production, Artisan	Establishments primarily engaged in on-site production of goods by hand manufacturing, involving the use of hand tools and small-scale equipment.
Restaurants	A commercial establishment where food is prepared for and served to the customer, for consumption on or off the premises. It shall be operated as a bona fide eating place that maintains approved and permitted suitable kitchen facilities within the establishment, thereby making actual and substantial sales of meals. A restaurant may provide entertainment for the customer by performers of the arts (music, dance, comedy, readings, etc.), and differs from a Night Club in that it does not provide floor space for customer dancing and dancing is prohibited. A restaurant differs from a Tavern because it must prepare and serve food at all times during business hours and the sale of alcoholic beverages is secondary to the sale of food. As allowed by the Downtown Code, a restaurant may operate on the sidewalk or open space adjacent to the main building in which the restaurant is located.
Retail	Stores and shops engaged in the sale of goods and merchandise such as antiques or collectibles, art galleries, art supplies, including framing services, bicycles, books, magazines, and newspapers, cameras and photographic supplies, clothing, shoes, and accessories, department stores, drug stores and pharmacies, dry goods, fabrics and sewing supplies, florists and houseplant stores, hobby materials, jewelry, luggage and leather goods, musical instruments, parts and accessories, orthopedic supplies, small wares, specialty shops, sporting goods and equipment, stationery, thrift shop (second hand store), toys and games, variety stores, videos, DVDs, records, CDs, including rental stores.
School	Elementary, Middle, Secondary. A public or private academic educational institution, including elementary (kindergarten through 6th grade), middle and junior high schools (7th and 8th grades), secondary and high schools (9th through 12th grades), and facilities that provide any combination of those levels. May include any of these schools that also provide room and board.
School — Business, Trade Schools, Colleges	A school that provides education and/or training, including tutoring, or vocational training, in limited subjects. Examples of these schools include art school, ballet and other dance school, business, secretarial, and vocational school, computers and electronics school, drama school, driver education school, establishments providing courses by mail, language school, martial arts, music school, professional school (law, medicine, etc.), seminaries/religious ministry training facility.

**Studio — Art, Dance,
Martial Arts, Music
(School)**

Small scale facilities, typically accommodating no more than two groups of students at a time, in no more than two instructional spaces. Examples of these facilities are individual and group instruction and training in the arts; production rehearsal; photography, and the processing of photographs produced only by users of the studio facilities; martial arts training studios; gymnastics instruction, and aerobics and gymnastics studios with no other fitness facilities or equipment. Larger facilities are included under the definition of “Schools. Business, Trade Schools, Colleges.”

Supermarket

A grocery market having 15,000 or more square feet of floor area devoted principally to the sale of food.

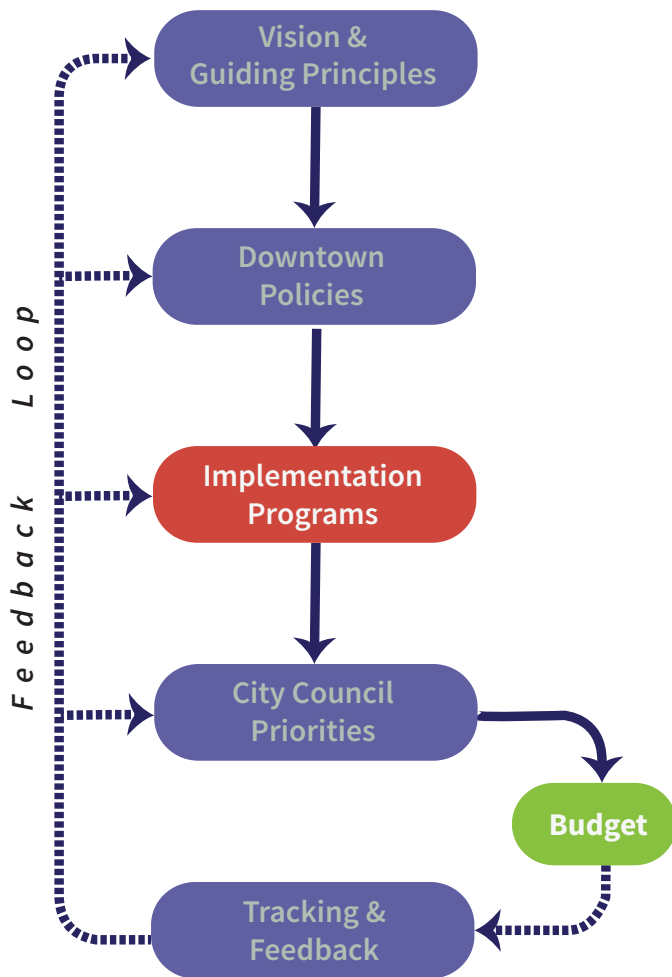
**Telecommunication
Facilities**

Public, commercial and private electromagnetic and photo-electrical transmission, broadcast, repeater and receiving stations for radio, television, telegraph, telephone, data network, and wireless communications, including commercial earth stations for satellite-based communications. Includes antennas, commercial satellite dish antennas, and equipment buildings. Does not include telephone, telegraph and cable television transmission facilities utilizing hard-wired or direct cable connections.

Utility

Installations or facilities for furnishing to the public, electricity, gas, steam, communications, water, drainage, sewage disposal, or flood control, irrespective of whether such facilities or means are underground or above ground; utilities may be owned and operated by any person, firm, corporation, City department or board, duly appointed by state or municipal regulations.

Part 5 Implementation



This Section describes the steps and actions to implement the West Covina Downtown Plan based on collaboration with community members, City decision makers, and City Staff.

The Downtown Plan is designed to be implemented over the next 20 years (2016–2036) by residents, business and property owners, non-profit organizations, community groups, city and county agencies, and elected and appointed officials. Some actions are straightforward and relatively easy to achieve, others will demand significant investment of time and resources and will require steadfast commitment on numerous levels.

The City will need to develop robust partnerships with local businesses, residents and other public agencies to fully implement the vision outlined for West Covina. These partnerships will be crucial to ensuring the most important strategies are being implemented, and the most pressing community needs are being addressed.

Time frame: Each action includes a time frame, in which the action should be carried out. These are intended to provide a general sense of how long it will take to implement the action.

- Ongoing: Some actions require continuous monitoring or effort. These are identified as ongoing actions.
- Immediate: Begin work immediately.
- Near term: Begin work within 1 to 3 years.
- Mid term: Begin work within 4 to 7 years.
- Long term: Begin work within 7 to 10 years.

Implementers: Agencies and partners most likely to carry out the action. Most actions include one or more City Departments. In some cases, however, the action is entirely within the private or non-profit sector.

Funding Sources: Potential funding sources are identified for each action item.

Funding Sources

Federal

Community Development Block Grant

This fund accounts for activities of the Community Development Block Grant received from the U.S. Department of Housing and Urban Development, including monies received from this agency as part of the federal stimulus program.

State

Enhanced Infrastructure Financing District (EIFD)

An EIFD is a governmental entity established by a city that carries out a plan within a defined area (boundaries of which do not need to be contiguous) to construct, improve and rehabilitate infrastructure; construct housing, libraries, and parks; remediate brownfields, etc.

Active Transportation Program (ATP)

ATP taps both state and federal funds to provide a total of about \$120 million each year for bike and pedestrian projects across California. The program allows cities to compete for grants to build bicycle/pedestrian paths, install bike racks, and other projects or programs that make walking or biking easier, safer and more convenient.

Caltrans Transportation Planning Grant

The Caltrans Sustainable Transportation Planning Grants seeks to fund projects that ensure consideration of sustainability, preservation, mobility, safety, innovation, economy, health, and equity in transportation planning.

California Strategic Growth Council

Strategic Growth Council (SGC) provides grants to cities to promote sustainable community planning and natural resource conservation. The grant program supports development, adoption, and implementation of various planning elements in three focus areas: Local Sustainable Planning, Regional SB 375 Plus, and Regional Planning Activities with Multiple Partners. Examples of eligible proposals include, but are not limited to:

- Specific Plan/Infill and Master Plans/Zoning Ordinances
- Climate Action Plans
- Targeted General Plan Updates or Elements
- Community Basic Infrastructure Plans.

Regional

AQMD Program

The AB 2766 Motor Vehicle Subvention Program is a funding source for cities to encourage the development of measures or projects that result in the reduction of motor vehicle emissions. Projects include alternate fuels/electric vehicles, vehicle emissions abatement, land use strategies that encourage people to walk, bike or use public transit, traffic management, transportation demand management,

effective bike expenditures, PM reduction strategies, and public education.

SCAG Sustainable Planning Grant

The Southern California Association of Government (SCAG) offers direct funding of innovative planning initiatives for member cities through the Sustainability Planning Grants program. The Sustainability Planning Grants Program provides direct technical assistance to SCAG member jurisdictions to complete planning and policy efforts that enable implementation of the regional SCS. Grants are available in the following three categories:

- Integrated Land Use – Sustainable Land Use Planning, Transit Oriented Development (TOD) and Land Use & Transportation Integration
- Active Transportation – Bicycle, Pedestrian and Safe Routes to School Plans
- Green Region – Natural Resource Plans, Climate Action Plans (CAPs) and Green House Gas (GHG) Reduction programs

Local

Capital Improvements Program

The Capital Improvement Program (CIP) identifies all of the major projects to be undertaken to improve facilities and infrastructure within the city. During the fiscal year, a separate CIP document that reflects the current year program and proposes a program of prioritized projects for the next four to five years is prepared. City Departments submit all proposed projects in the foreseeable future, along with their best cost-estimate. The request includes the year a project will commence, any funding sources that may be available with either future sources or ones which might have been previously designated, justification for the project, and on-going costs expected to occur after the project has been completed. The CIP budget team then compiles the information and presents a draft CIP program to the City Council. Projects are prioritized, based on City Council and staff input. Capital projects may be funded from a variety of funds, with the majority of projects funded from restricted funds.

General Funds

The General Fund is the City's largest single fund type and is used to account for unrestricted revenues. The City's General Fund is the main operating fund for non-restricted revenues, such as general taxes and fees. This fund is used to account for basic City services such as police, fire, building, planning, recreation services, and general administration.

Air Quality Improvement Trust

An increase in motor vehicle license fees collected by the State of California supports this state fund. The City receives a portion of the fees to enhance the City's clean air efforts. Programs supported by the fees include the Rideshare

Program, the development of an Air Quality Management Plan and the City’s Alternative Fuel Program.

Proposition C

Under Proposition C, the City receives a portion of an additional ½ cent sales tax approved for certain capital projects or transportation projects like street rehabilitation and reconstruction, traffic monitoring systems, congestion management and planning, bus shelter maintenance, and Park-and-Ride lots.

Gas Tax

This fund accounts for State Gas Tax monies received under various state laws. The funds are used to fund the City’s street maintenance program. Activities include ongoing minor street repairs, upgrades of traffic signals, replacement and installation of new traffic signs and street painting. Programs are administered through the public works department.

Property Business Improvement District

A Property and Business Improvement District (PBID) is a mechanism of funding improvements through assessments to businesses and real property within the established PBID boundaries. Under the Property and Business Improvement District Law of 1994, revenues from PBID assessments may be used to fund capital improvements and maintenance costs for projects such as parking facilities, street furniture, public restrooms, art, parks, street and streetscape enhancements, and plazas. A PBID formation petition, which is initiated by property owners, requires the signature of more than 50 percent of the property owners, weighted by assessment liability.

Art in Public Places Fund

This fund accounts for development fees paid in lieu of acquisition and installation of approved artwork in a development, with expenditures restricted to acquisition, installation, maintenance and repair of artworks at approved sites.

Measure R

Under Measure R, the City receives a portion of a ½ cent sales tax levied in Los Angeles County to provide transportation related projects and programs. The City uses Measure R Funds to provide a variety of transportation services including Dial-A-Ride, the West Covina Shuttle (a fixed route system), bus pass subsidies and recreational transit services.

Park Dedication Fees

The City receives fees from developers to fund recreation facilities. The City has been divided into seven park districts for purposes of collecting revenue. These funds are used for qualified recreational purposes throughout the city.

Fleet Management Fund

The Maintenance division of the Public Works department operates the fleet management function for the City. Fleet management oversees the purchase, use, repair and disposal of City vehicles and heavy equipment. Revenue for the fleet management fund is generated through charges to operating departments.

Vehicle Replacement Fund

The City put surplus funds into this fund for the replacement of vehicles to update the fleet and save on maintenance costs.

Capital Facilities	Maximum Development Impact Fees		
	Single-family (SF) Detached	SF Att./ Multi-family	Workspace (per s.f.)
Police	\$671	\$479	\$0.26
Fire	\$818	\$584	\$0.31
Parks	\$2,016	\$1,440	\$0.77
City Administration	\$118	\$84	\$0.05
Public Works	\$59	\$42	\$0.02
Total	\$3,682	\$2,630	\$1.41

Includes 2% administrative cost add-on

Summary of maximum Development Impact Fee. Source: City of West Covina, Economic and Planning Services.

Development Impact Fee

The City charges one-time impact fees on new private development to offset the cost of improving or expanding City facilities to accommodate the project. Impact fees are used to help fund the construction or expansion of needed capital improvements.

Development Agreements

Development agreements are contracts negotiated between project proponents and public agencies that govern the land uses that may be allowed in a particular project. Development agreements provide a developer with assurances for a specified length of time that the proposed project may proceed as originally approved, and not be affected by future changes in land use regulations. In exchange for this assurance, the landowner/developer may agree to public improvements, land dedications, or in-lieu fees, as negotiated with the City, as a condition of the agreement.

Our Natural Community

Timeframe Implementer Funding

Goal 1. Increase tree canopy coverage in downtown.

P1.1	Plant to maximize the social, economic, and environmental benefits of trees.			
A 1.1a	Increase the number of street trees by adding new trees in the downtown area annually.	On-going	Planning/ PW	Assessment District, Infrastructure Finance District
A1.1b	Pursue an expanded and equitable distribution of trees and greening throughout downtown. Fill in the gaps in canopy cover, address aging tree population, and identify vacant and new planting spots. Target planting where pedestrian and public realm improvements are prioritized.	On-going	Planning/ PW	
A2.1c	Develop urban design strategies with unique palettes of trees that add character to the street space. Consistency and variation in tree form, color, and seasonal display can be used to create dynamic and harmonious streetscapes.	Immediate	Planning	SCAG grant

Our Prosperous Community

Goal 2. Maintain and monitor Downtown’s fiscal health.

P2.1	Maintain and enhance the City’s current tax base.			
A 2.1a	Continue to Strengthen the City’s Retail Base: 1. Attract unique food and beverage stores to the Downtown area that can capture a greater share of local food and beverage dollars. 2. Improve connections to the Mall from Surrounding Areas. 3. Explore Opportunities to Reposition Underperforming Strip Centers along Corridors.	On-going	CED	General fund, EIFD
A2.1b	Attract upscale hotel to downtown area.	Short term		
A2.1c	Ensure that new development is not a fiscal burden to the City.	On-going	PW, Planning	General fund, Transportation fund
A2.1d	Encourage and support the formation of a Business Improvement District (BID) in key portions of the Downtown area.	Mid-term	Business owners, CED	General fund

Goal 3. Reinforce the Downtown West Covina brand as a Great Place to Live, Work and Play in the San Gabriel Valley.

P3.1	Direct new growth in the downtown area to create vibrancy and invest in key public improvements.			
A 3.1a	Invest in infrastructure and enhance the public realm.	Short-term	CED, Planning, PW, CS	General fund, Grant, Transportation fund
A3.1b	Support catalytic development: 1. Rehabilitation of the Walnut Creek Wash 2. “Rambla” along Glendora Avenue 3. Transit corridor improvements along West Covina Parkway	On-going	Planning/ PW	
A3.1c	Improve connections between the three downtown neighborhoods.	Short-term	PW, Planning	General fund, Transportation fund
A3.1d	Brand the Glendora Avenue “Rambla” area as “West Covina’s Main Street.”	Immediate	CED	General fund

Goal 4. Nurture local businesses and attract non-retail jobs.

P4.1	Target employment-based uses to downtown. Explore opportunities that will facilitate and encourage research and development (R&D) type development and occupancy. R&D uses should be directed to areas in proximity to hospitals, medical, and office uses in Downtown.			
A 4.1a	Explore health/medical campus opportunities.	Short-term	CED, Hospital	General fund
A4.1b	Attract educational institutions.	Long-term	CED	General fund
P4.2	Support local businesses.			
A4.2a	Provide incentives to encourage businesses/land owners to renovate properties and strengthen their businesses.	On-going	CED	CDBG
A4.2b	Brand and market Downtown West Covina.	Immediate	CED	General fund, Contribution from hotel, Plaza West Covina

Our Well Planned Community

Timeframe Implementer Funding

Goal 5. Create an enduring and memorable public realm.

P5.1				
P5.1	Enhance the public realm through careful placement and design of streetscape improvements to activate the public realm, providing an inviting and engaging urban core.			
A 5.1a	Prepare detailed streetscape improvement plans and implement the streetscape recommendations for Glendora Avenue, West Covina Parkway, Vincent Avenue, Sunset Avenue, Lakes Drive, Walnut Creek Parkway, and Toluca Avenue. Establish a detailed implementation program that sets timeframes given available funding and community priorities. Improvements can be phased, but priority should be given to West Covina Parkway and Glendora Avenue.	Short-term	Planning/ PW	Grant, Infrastructure Finance District
A5.1b	Direct Quimby Fees from Downtown projects to improve downtown parks and public plazas and to provide for development of cultural amenities.	On-going	Planning, PW	Quimby fees
P5.2				
Establish a dramatic visual cue into Downtown at Sunset, Glendora, and Vincent Avenues.				
A5.2	Besides entrance and directional signs, dramatic visual cues such as gateway features, buildings, or other civic infrastructure can accentuate the sense of arrival and identity.	On-going	Planning, PW	General fund, Developers
P5.3				
Create distinctive places by strengthening local identity.				
A5.3	Strengthen local distinctiveness and identity by: <ol style="list-style-type: none"> 1. Planting local species; 2. Using local paving materials; and 3. Incorporating names of community donors in paving design. 	On-going	Planning, PW	Developers, Donors

Goal 6. Make great places by insisting on the highest standards of quality in architecture, urban design, and landscape architecture.

P6.1				
Integrate uses in building forms that increase choice and encourage community vitality.				
A 6.1a	Adopt new form-based development code for Downtown area that emphasizes pedestrian orientation, integration of land uses, treatment of streetscapes as community living spaces.	Immediate	Planning	SCAG grant, General fund
A6.1b	Revise the planning processes to include spatial review and analysis of proposed development on the public realm. Require the use of techniques such as digital simulation and modeling to assist in project review.	On-going	Planning	

Goal 7. Provide high-quality, urban housing for a diverse range of income levels.

P7.1				
Provide a production of a range of housing types that meet the diverse needs of the community.				
A 7.1a	Continue to work with local affordable housing developers to facilitate new or redeveloped high-quality, affordable housing near transit within the Downtown area that meets current and projected Regional Housing Needs Allocation (RHNA) requirements.	On-going	Planning	Developers, General fund
A7.1b	Facilitate the development of higher intensity and high-quality residential projects with a mix of product and unit types, and ownership (a range of affordable housing, live-work spaces, co-housing opportunities, senior housing and assisted living facilities).	On-going	Planning	

Our Accessible Community

Goal 8. Create an integrated transportation system that effectively serves the Downtown area, making downtown a place where people prefer to walk, bike, or ride public transit rather than drive a car.

P8.1				
Accommodate multimodal mobility, accessibility and safety needs when planning, designing, and implementing transportation improvements, improving access and circulation for all users of Downtown streets.				
A 8.1a	Adopt and apply transportation system performance metrics that measure each mode's contribution towards the efficiency of transportation network.	Immediate		General fund
A8.1b	Review capital improvement projects to ensure that needs of non-motorized travelers are considered in planning, programming, design, reconstruction, retrofit, maintenance, construction, operations, and project development of Downtown streets.	On-going	PW, Planning	General fund, Restricted fund (sewer), Assessment District, Grants, Gas Tax, Measure R
A8.1c	Accommodate the needs of all travelers through a Complete Streets approach to designing new transportation improvements. Complete streets are roadways designed to facilitate safe, comfortable, and efficient travel for all roadway users.			
A8.1d	Create and implement a Transition Plan that responds to the needs of people with disability by retrofitting street corners, crossings, and transit stops that do not meet current accessibility standards.	Short-term		

		<i>Timeframe</i>	<i>Implementer</i>	<i>Funding</i>
P8.2	Establish protection of human life and health as the highest transportation system priorities, and seek to improve safety through the design and maintenance of streets, sidewalks, intersections and crosswalks.			
A8.2	Actively identify, on an ongoing basis, opportunities to reduce pedestrian and bicyclist risk by reducing street crossing distances and providing protected facilities such as median refuges and buffered bicycle lanes.	Short-term	Planning/ PW	General fund, Grant
P8.3	Allocate street space equitably among all modes.			
A8.3	Ensure that pedestrians, bicyclists, transit vehicles and automobiles each have space in the right-of-way that is consistent with the street's designated mobility function and land use context per street typologies and modal-priority overlays as defined in the 2016 Thoroughfares Plan.	Short-term	PW	Grant, ATP, Measure R, Gas Tax
P8.4	Adopt the NACTO Urban Street Design Guide and Urban Bikeway Design Guide as a supplement to the California Manual for Uniform Traffic Control Devices. Eliminate barriers to pedestrian and bicycle travel.			
A8.4a	Develop Pedestrian and Bicycle Master Plans identifying community priorities, designing improvements at a conceptual level, and identifying potential funding sources.	Short-term		Grant, General fund
A8.4b	Identify gaps in the pedestrian and bicycle facilities networks and define priorities for eliminating these gaps by making needed improvements.	Short-term		
A8.4c	Require the construction of pedestrian and bicycle facilities and amenities, where warranted, as a condition of approval of new development projects.	On-going	Planning, PW	Developers
A8.4d	Develop a pedestrian and bicycle path along Walnut Creek Wash between Glendora and Sunset. A pedestrian and bicycle path is recommended to take the place of the existing service vehicle access road on the north side of the Wash in the Downtown area, connecting to the existing segment to the east, between Glendora Avenue and Azusa Avenue. The existing segment might also be improved using new signs and other way-finding strategies and enhanced lighting for greater security.	Short-term		Grant, General fund
A8.4e	Explore opportunities for a "shared street" on Toluca Avenue. In the near term, no changes are recommended to this street. However, over the longer term it might be reconfigured as part of redevelopment of adjacent parcels. One option, given the street's relatively short length and role as a way access to adjacent parcels, rather than as an important element of the larger street network, would be a shared street or "woonerf" configuration in which curbs are eliminated and the roadway is shared by all users, including pedestrians. Such designs are appropriate for low-speed environments, are proven to be safe if properly located and designed, and can greatly contribute to the urban design character of a street by branding it as unique, providing additional opportunities for place-making and greatly improving walkability.	Long-term	Planning, PW, Developers	Developers, Grant, ATP, Measure R, Gas Tax
P8.5	Synchronize traffic signals and develop operational enhancements at the I-10 Freeway interchanges to reduce traffic congestion.			
A8.5	The City of West Covina shall seek congestion management and other available grant funding opportunities to synchronize traffic signals and develop operational enhancements at the I-10 Freeway interchanges.	Short-term	PW	General fund

Goal 9. To improve the experience for transit riders through enhanced amenities, access, safety and landscaping.

P9.1	Work with transit providers to develop high-quality facilities for transit users, including access facilities.			
A9.1a	Explore a free or discount fare zone for transit Downtown. Existing transit service within the Downtown segment of West Covina Parkway is relatively frequent, especially during peak periods. However, existing fare policy limits the use of this service for short trips, including trips within West Covina or within the Downtown area. Notably, Foothill Transit's frequent Silver Streak service charges a \$2.45 cash fare. While the City of West Covina does not set fare policy for Foothill Transit, it could work with the operator to explore options for facilitating such trips in support of new planned development.	Short-term	CS, Foothill Transit	General fund
A9.1b	Work with Foothill Transit to formalize parking for park-and-ride patrons. Similarly, the City could work with Foothill Transit and property owners to explore options for a transit commuter parking lot or structure, either shared or dedicated. This could serve to improve access to the proposed West Covina Parkway Transit Mall (see Action 9.1d), if it were built, while discouraging illegal "hide-and-ride" parking in restricted lots. Foothill staff have expressed interest in development of a parking structure for patrons in this area, potentially with a transit store and retail uses on the ground floor.	Short-term	CED, Foothill Transit, Plaza West Covina	General fund, Transportation fund
A9.1c	Explore changes to Go West routes. Go West service could potentially be improved by modifying route alignments and layover/recovery policy in order to allow for a regular, easy-to-remember "clockface" headway or frequency of every 60 minutes on the Red and Blue Lines. Currently, Red Line headway is 56 minutes, while Blue Line headway is 65 minutes, suggesting that the Blue Line route might have to be shortened slightly, or other measures taken to reduce running time.	Short-term	CS	General fund
A9.1d	Implement bus-only lanes and high-quality bus stops on West Covina Parkway between Sunset and Vincent. The segment of West Covina between Sunset and Vincent consists of two general-purpose lanes in each direction, plus left-turn lanes alternating with landscaped medians. Average Daily Traffic, however, is in the 15,000 to 17,000 range, well below the maximum that can be accommodated in a single general-purpose lane each way, plus left-turn lanes. Transit volumes, meanwhile, are up to 20 vehicles per hour, per direction. This level of transit service and a single lane of traffic can accommodate roughly the same number of trips. To improve reliability for the thousands of daily passengers aboard these buses and to enhance the visibility of existing transit service, the curbside general-purpose lanes should be converted to transit-only lanes. Private vehicles could continue to legally use the lanes to turn right at intersections or curb cuts, maintaining throughput in the general-purpose lanes. As part of this change, the existing 13-foot general-purpose lanes should be narrowed slightly, to provide a traffic-calming effect (while still easily accommodating large trucks). As part of this project, the City and Foothill Transit should partner to improve the existing Silver Streak stops at California using expanded shelters, real-time arrival information displays, informational kiosks and other amenities for passengers.	Short-term	Foothill Transit, PW, Planning	Transportation fund, Grant

Goal 10. To make parking convenient, easy, and accessible.

P10.1				
Increase the efficiency, cost-effectiveness and utility of existing parking and road supply by managing demand.				
A 10.1	Evaluate a number of measures to ensure parking availability while reducing costs of parking construction and maintenance, and increasing space for other uses through more efficient management of parking supply. <ol style="list-style-type: none"> Reduced off-street requirements in the downtown area. The City's existing off-street parking requirements of 2.2-2.25 spaces per unit in multifamily residential developments and 1 space per 250 square feet in most commercial developments (1 space per 3.5 seats plus 1 per 40 square feet of assembly area, or a minimum of 10 per establishment for restaurants) should be reduced for mixed-use developments in the downtown area in association with the other recommended measures. Create a shared parking/"Park-once" district. Parking demand management/parking benefit district. There is currently little on-street parking in Downtown West Covina. However, as on-street and public off-street parking supply is added in the future, it should be managed in one or both of two ways: 1) using pricing, and/or 2) using time limits. The ideal occupancy rate to ensure turnover in retail districts and a steady stream of customers for shops is approximately 85 percent, meaning that about one out of every seven spaces should be available at all times, or one or two per blockface. If pricing were implemented, time limits should be relaxed or not used at all, and any revenues from meters should be dedicated to streetscape and other improvements benefitting the immediate area, a so-called "parking benefit district." Parking cash out program. The City's existing TDM ordinance should be modified to include a parking cash-out option for Downtown employers. Under such a program, employers offer cash payments to employees in lieu of free parking spaces; for many employers, this may result in cost savings as the cost of leasing or constructing parking is reduced. The benefits of parking cash out are numerous, and include: <ul style="list-style-type: none"> Provides a subsidy to employees who ride transit, carpool, vanpool, walk or bicycle to work. The benefit is valuable to low-income employees less likely to drive to work alone. Provides a low-cost fringe benefit that can help individual businesses recruit and retain employees. Parking cash-out requirements are simple to administer and enforce, typically requiring just couple of minutes per employee per month or quarter to administer. 	Short-term	Planning	General fund
P10.2				
To ensure that the City is prepared for future changes in transportation technologies and preferred modes of travel, seek to incorporate emerging mobility options such as Transportation Network Companies (TNC) and autonomous vehicles into planning and other efforts.				
A10.2a	Increased adoption of TNCs and introduction of autonomous vehicles may reduce parking needs, consider investing in surface parking lots and on-street spaces that can be more easily repurposed for other needs.	On-going	Planning	Developers
A10.2b	Facilitate use of TNCs by requiring TNC/taxi loading zones in large developments.	On-going	Planning	Developers
A10.2c	Partner with private transportation providers, for example by distributing information on local travel options on digital platforms, by providing subsidized TNC/taxi trips in lieu of fixed-route transit service, or by sharing travel data.	Mid-term	Planning, Transportation providers	Transportation providers

Our Resilient Community

Goal 11. Integrate low-carbon built environment and practices in Downtown, and in every aspect of the Downtown Plan.

P11.1				
Reduce net energy consumption and greenhouse gas emissions.				
A11.1a	Amend development code in the downtown area to: <ol style="list-style-type: none"> Encourage compact built environments comprised of pedestrian scaled blocks and streets that make it easier for people to walk, bike, and use transit; Encourage the location, scale, and design of squares, plazas, and parks to reflect their importance and value as cultural, commercial, and natural resources; and Encourage development with higher intensities close to transit, and encourage a mix of uses that allows most needs to be met on foot. 	Immediate	Planning	SCAG grant
A11.1b	New construction should meet Title-24 energy requirements and any local green standards adopted by Council. Offer Downtown businesses and multi-family residents energy conservation auditing and advice on energy retrofits with rebates and incentives, possibly in cooperation with Southern California Edison.	On-going	PW	General Fund
P11.2				
Promote best practices for water conservation, re-use, & retention as part of new construction, renovations, site improvements, and landscaping.				
A11.2	Integrate visible environmental site design strategies that provide multiple performance area benefits for water quality, habitat, health and aesthetic improvement. Strategies include: <ol style="list-style-type: none"> Pervious pavement; Reduce impervious cover to maximize infiltration and/or green space; Use street trees for stormwater interception, temperature mitigation and air quality improvement; Bioswales/biofiltration/bioretenion/bioinfiltration; Rainwater harvesting for retention, irrigation and gray water; Install drought tolerant plant materials; and Install smart irrigation controllers designed to reduce water demand and curtail water runoff. 	On-going	Planning, PW	Developers, Grant

		<i>Timeframe</i>	<i>Implementor</i>	<i>Funding</i>
P11.3	Implement “green” streetscape elements for purposes of beautification, carbon reduction and stormwater runoff management.			
A11.3a	Develop a green infrastructure plan addressing design, implementation and maintenance of landscape elements in public rights-of-way. This plan should include design guidance, standards and best practices.	Short-term		General fund, Grant
A11.3b	As part of the green infrastructure plan, develop a strategy to increase the downtown tree canopy by adding 100 new trees in the downtown area annually.	On-going	PW, Planning	Assessment District, Infrastructure Finance District
A11.3c	Continue to require new development and public infrastructure to incorporate “best-practices” to protect and improve ecological quality and functions relating to stormwater, by treating urban runoff, retaining stormwater, and attaining no net increase in runoff from Downtown.			Developers
A11.3d	Develop an interpretive signage program to heighten awareness of Walnut Creek, drainage patterns, natural areas, and sustainability features in Downtown.	Mid-term	Planning, PW	Assessment District, Grant
P11.4	Encourage new “green businesses” and institutions to locate Downtown, and existing businesses and institutions to reduce operating costs by going “green.”			
A11.4a	Promote environmental business practices to reduce energy use, reduce water use, reduce waste and increase recycling and composting.	On-going	PW	Grant
A11.4b	Promote Downtown as a recognized location for businesses and institutions that are committed to environmental sustainability, by working with developers, real estate brokers, and local companies.	On-going	PW, developers, real estate brokers, and local companies	General fund
A11.4c	Develop a marketing plan to attract green enterprises by highlighting Downtown’s transit-accessible location, and green practices that will be implemented.	Short-term	CED, PW, Planning	General fund
P11.5	Promote strategies that connect Downtown residents, businesses and visitors with local sources of products, services, and healthful foods.			
A11.5	Retain and expand farmers market in the Downtown Area. Support organizations that promote farmers market, “community supported agriculture,” and buy-local initiatives.	On-going	CED, Planning	General fund
P11.6	Maximize recycling and reuse opportunities for residents, workers, visitors, businesses, and institutions.			
A11.6a	Educate building owners, managers and tenants about techniques for on-site recycling, local recycling programs and State “recycling plan” requirements.	On-going	PW	Grant, Athens Services
A11.6b	Expand recycling receptacles on street and in other public open spaces, and provide for their continued maintenance. Evaluate opportunities for composting receptacles on street and in other public open spaces, and consider their implementation.	Short-term	PW	Grant, Athens Services
A11.6c	Encourage recycling at all Downtown events.	On-going	PW	Grant, Athens Services

Our Healthy and Safe Community

Goal 12. Create environments that encourage safe and healthy lifestyles and maximize the opportunities for physical activity. Well-designed public and semi-public realms foster social interaction, and good programming can draw people out of their homes and into their community.

P12.1	Make healthy choice the easy choice.			
A12.1a	Provide opportunities for physical activities by expanding on- and off-street networks serving pedestrians and bicyclists, and increasing access to safe, comfortable, and interesting public spaces.	On-going	Planning, PW	Grants, PBID, Developers
A12.1b	Adopt a Downtown Code that addresses: <ol style="list-style-type: none"> 1. Standards for developing a pedestrian and bicycle path along Walnut Creek Wash; 2. Allowances for farmer’s market on parcels within the Downtown area; 3. Internal circulation within buildings to encourage the use of stairs between floors; and 4. Bike parking standards. 	Immediate	Planning	SCAG grant
P12.2	Provide community safety through enhanced police and fire services.			
A12.2a	Add bike patrol in Downtown area to prevent, intervene, and enforce activities while allowing personalized police contacts that enhance the relationship between the police department and the people it serves.	On-going	PD	Grant, PBID
A12.2b	Locate a future Police and Fire Department public service center to increase the presence and services in the Downtown area.	Long-term	PD, FD	Bonds
A12.2c	Incorporate Crime Prevention Through Environmental Design (CPTED) principles and best practices into zoning ordinances and development review processes for new development and major rehabilitation.	On-going	PD, Planning	General fund
P12.3	Limit the exposure to potential natural hazards through adoption and enforcement of appropriate building standards, land use controls, and environmental review.			
A12.3	Require all development to comply with the provisions of the latest California Building Code, including provisions related to proper design and engineering to mitigate potential impacts from seismic events, fires, and other hazards.	On-going	PW, Planning	General fund
P12.4	Ensure that new development is not exposed to excessive noise.			
A12.4	Through the environmental review process, require applicants for new development proposals to analyze potential noise impacts on nearby noise-sensitive receivers before project approval. If noise levels generated by the proposed development would exceed the “normally acceptable” range shown in General Plan Noise Element, require appropriate noise mitigation so that these levels would no longer be exceeded.	On-going	Planning	General fund

Our Active Community

Goal 13. Enhance the value of fitness and celebrate healthy living, and acquire, develop, and maintain quality of public open spaces and trails.

P13.1	Encourage the distribution of a variety of park types and sizes throughout the City.			
A13.1	Develop new neighborhood parks, and pocket parks as feasible and appropriate to meet downtown needs.	Short-term	Planning, CS, Developers	Developer dedication, Quimby fees, Impact fees
P13.2	Encourage the development of non-traditional park types, including urban trails and linear parks.			
A13.2	Work with the County to initiate efforts to create a linear park public trail system along the Walnut Creek.	Immediate	PW, Planning, CS	ATP, Grant
P13.3	Develop a network of open spaces.			
A13.3	Connect parks, sidewalks, and streets with the Walnut Creek trail.	On-going	Planning, PW, Developers	Developers, General fund, Impact fees
P13.4	Investigate and evaluate opportunities and incentives for other agencies, non-profits, private businesses, and business improvement district (BID) to participate in the maintenance and replacement costs of parks, and open space in the downtown area.			
A13.4a	Develop an initiative to encourage “Friends of Parks” service organizations like West Covina Beautiful or Community Service Group for short term clean-up projects.	On-going	CS, West Covina Beautiful, Community Service Group	General fund
A13.4b	Update the impact fee schedule as necessary to ensure that downtown development provides its fair share of parks facilities in the downtown area.	Immediate	Planning, CS	General fund

Our Creative Community

Goal 14. Weave culture into the fabric of Downtown everyday life through the growth and expansion of cultural institutions and by nurturing creative and artistic expressions in the public realm.

P14.1	Promote Downtown as West Covina's cultural heart.			
A14.1a	Increase participation in the cultural life of Downtown by: 1. Hosting events at parks and gathering places in Downtown; and 2. Facilitating transportation to cultural events.	Short-term	Planning, CS, CED, PW	PBID, General fund
A14.1b	Develop a cultural tourism initiative to promote public awareness of cultural offerings in the Downtown area.	Mid-term	CED	General fund, Grant
A14.1c	Feature cultural offerings on existing Downtown signs.	Short-term	PW	General fund
A14.1d	Facilitate the display of local art at downtown civic locations like City Hall, Library, and Courthouse.	Short-term	CS, Library, Courthouse	General fund
P14.2	Leverage cultural resources to support downtown revitalization.			
A14.2a	Reuse vacant or underused downtown buildings to provide shared space for artists or cultural enterprise, or to display works of cultural significance.	On-going	Planning, CS	General fund
A14.2b	Engage downtown retailers, hotels, and restaurants to increase awareness of local cultural resources.	Mid-term	Planning, CED	Grant
A14.2c	Increase public art and cultural expression throughout Downtown. Continue to require works of art in Downtown public spaces for new development.	On-going	Planning, Developers	Developers, Grant
A14.2d	Sponsor and organize local art exhibits in public facilities, performances, festivals, cultural events, and forums.	Short-term	CS, Health care providers, School District	Grant
A14.2e	Establish an online Downtown-driven calendar of festivals and events to promote cultural activities.	Short-term	CED, CS	Sponsors, Ads
A14.2f	Strengthen wayfinding signs to help profile cultural resources.	Mid-term	CED	General fund
P14.3	Expand places and spaces where cultural activities can occur.			
A14.3a	Undertake a systematic audit of places in Downtown where cultural activities currently or potentially could take place. Make this database accessible to assist cultural groups in finding potential venues for their activities.	Short-term	CS, Planning, CED	General fund
A14.3b	Meet diverse needs for performance, exhibition, and workspace.	Mid-term	CS	Grant
A14.3c	Examine current permitting requirements with the objective of supporting and facilitating community groups planning festivals and events.	Short-term	Planning	General fund

CDBG	Community Development Block Grant
EIFD	Enhanced Infrastructure Finance District
SCAG	Southern California Association of Governments
ATP	Active Transportation Program

