

# SEPULVEDA BOULEVARD DEVELOPMENT GUIDE



City of Manhattan Beach  
Community Development Department  
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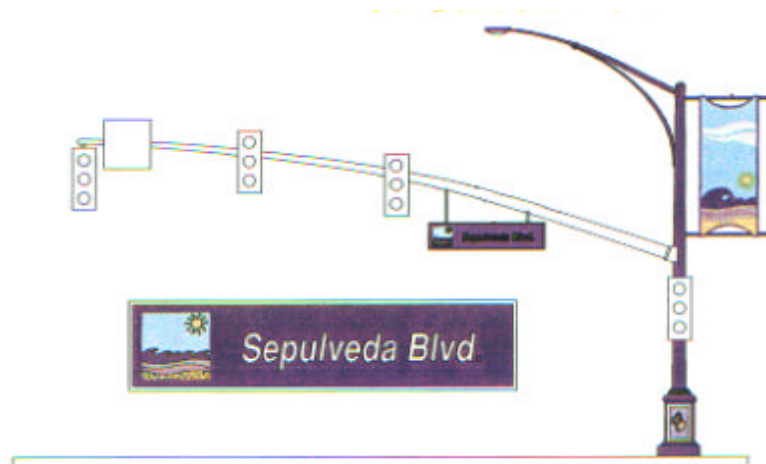
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# BACKGROUND AND PURPOSE

In 1993 the Manhattan Beach City Council initiated the Sepulveda Corridor Study to assess conditions and establish a development improvement strategy for the primary commercial corridor of the City. Issues such as traffic, aesthetics, residential conflicts, small sites, and business vitality had been receiving the City's attention in the preceding years.

A seven member citizen advisory committee was selected in 1994 which held public meetings, reviewed Staff and consultant information, and received public input. The City Planning Commission subsequently conducted a series of public study sessions, and a public hearing in 1995 to review the committee's and other Sepulveda Corridor information. The Commission made recommendations to initiate Zoning Amendments, a streetscape program, and traffic/parking programs.

The City Council then conducted Study Sessions to review the project, and the Advisory Committee and Planning Commission's recommendations. They concluded the study portion of the project and directed that the Study be implemented as separate Zoning, and Public Works improvement projects.



The Public Works Department subsequently pursued a physical improvement project (landscaping, signs, etc.) for the Boulevard right-of-way while the Community Development Department and Planning Commission conducted hearings to amend the City's zoning regulations and procedures to improve development opportunities for the Sepulveda commercial properties. On October 7, 1997, the City Council adopted the Sepulveda Boulevard Development Guidelines and Zoning Regulation modifications contained herein.

The Guidelines are intended to encourage certain desirable elements to be included within development projects on the corridor. They are to be used as a supplement to the City Zoning Code requirements during Use Permit and other discretionary project reviews. The Planning Commission may decide if any of the guidelines are unnecessary or inappropriate for incorporation within a certain project. The Guidelines may be amended by the Planning Commission at any time subject to City Council review.



# Development Procedures

Private Development within the City of Manhattan Beach is regulated by the Community Development Department, located at City Hall, 1400 Highland Avenue (310) 802-5503. Development information is available at the public counter Monday through Friday, 8am to 5pm. Please call in advance to learn when certain Planning and Building personnel are unavailable.

The Community Development Department recommends preliminary project designs be brought in to the public counter for **informal review** at the very beginning of the development process. Preliminary comments are typically very valuable in avoiding major project revisions or delays.

Minor remodeling and tenant improvements usually involve plan submittal for **basic plan check review**. Projects which typically involve **Use Permit** or other special Planning review include:

- ?? New developments, major remodels, and additions on sites larger than 10,000 square feet or containing more than 5,000 square feet of building area.
- ?? New or modified uses/businesses that are specially regulated such as eating and drinking establishments, entertainment, automotive uses, schools, etc.
- ?? Tenant changes that require more parking than currently required (e.g. general office to medical office).
- ?? Sign proposals that exceed the Sign Code standards.

Use Permits and other special Zoning applications involve plans, noticing materials, and other project information to be submitted to the Community Development Department in preparation for a **public hearing**. The Planning Commission and/or City Council conduct hearings and use the presented applicant, City staff, and public comment information to make a decision on a discretionary project.

Prior to formal submittal of a Zoning application, the Planning Division offers a **pre-application review** process. A meeting with a Planner to review preliminary application materials is held to assist in their preparation, and to discuss anticipated project issues.

Once a **formal application** is submitted, review and comments are done by all concerned City Departments. Any necessary clarification and additional information are requested until the application is ready for presentation at a public hearing.

# **Sepulveda Boulevard Zoning Standards**

The City regulations for Sepulveda Boulevard development are primarily contained within Chapters 10.16 (commercial districts), 10.64 (parking ), and 10.52 and 10.60 (miscellaneous). The Zoning districts found within the Sepulveda Corridor are CG - General Commercial, CC - Community Commercial , and RS-D6 - Single Family Residential with the Oak Avenue Commercial Overlay.

## **GENERAL COMMERCIAL DISTRICT**

The CG district provides for very standard low-rise commercial arterial street development. Basic commercial uses such as retail sales, personal services, and offices, are permitted without special regulation. Restaurants, bars, automobile services (other than sales/rentals), schools, and churches require Use Permit approval. Residential development is not permitted. The primary CG design standards are as follows:

Setbacks	None, except for a 10 foot setback along the original westerly Sepulveda boundary line, and an angled residential boundary setback for an upper story level (see MBMC Section 10.16.030(E)).
Height	30 feet for a pitched roof or building with a parking structure, or 22 feet for a flat roof.
Floor Area	1.5 multiplied by site area equals total allowable building floor area excluding parking areas.
Landscaping	Minimum 8% of site area. Specific parking lot landscaping requirements (Section 10.60.070) may result in greater than 8% area.

## **COMMUNITY COMMERCIAL DISTRICT**

The CC District contains, and is adapted to the Manhattan Village Mall. It permits the same basic commercial uses as the CG District but does not allow some of the heavier, less typical, uses that are allowed in the CG zone. Most development activity within Manhattan Village is minor alterations and tenant changes. Written approval from Manhattan Village property management is usually required for any construction, including signs. The primary design standards for the CC District are the same as the CG district except for a minimum 12% landscaping requirement.

## OAK AVENUE OVERLAY DISTRICT

The Oak Avenue Overlay District consists of 3 separate groups of commercial abutting lots (see Zoning Map) that front on the predominately single family residential street, but have some history of commercial use or intent. Property located within the Oak Avenue Overlay District may be commercially developed, redeveloped, or intensified in conjunction with abutting Sepulveda fronting property subject to strict rules intended to protect the neighboring residential neighborhood. A Use Permit is required for any such development, and design standards include the following:

Site Area	Minimum 25,000 square feet for the entire development site, although portions of the site may be in different ownership.
Access	No vehicle access to Oak Avenue is permitted.
Landscape Buffer	Minimum 5 feet from a street property line to parking area, minimum 20 feet from Oak Avenue to a building.
Height	26 feet for any buildings or building portions proposed on an Oak Avenue lot (consistent with residential).
Building Character	Residential character must be incorporated into the design of any buildings located on an Oak Avenue lot such as pitched roofs, eaves, bay windows, decks.

## PARKING

Parking requirements on Sepulveda Boulevard are the City's standard requirements. Multiple tenant sites exceeding 5,000 square feet in area, are eligible for reductions in parking based on alternating usage of parking facilities through the Use Permit process.

The most commonly relevant parking quantity ratios are as follows:

Retail	1 per 200 s.f., 1 per 250 for areas beyond 5,000 square feet
Personal Services	1 per 300 s.f. (hair salons, laundry, dry cleaning)
General Office	1 per 300 s.f.
Medical Office	1 per 200 s.f.
Sit-down Restaurant	1 per 50 s.f. of dining area
Take-out Restaurant	1 per 75 s.f. of total floor area (including outdoor seating)

The most commonly relevant parking design standards are as follows:

Standard Stalls	8.5' x 18'
Compact Stalls	8' x 15' (30% maximum)

Back-up Aisle	24' (90 degree angle stalls)
Driveway width	20' - two way, 12' - one way



## SIGNS

All new signs, face changes to existing signs, and temporary signs require sign permits. Signs are considered to be any text, graphic, or illumination identifying a business. Each commercial site is allowed a **total amount of sign area** equal to 2 times its street frontage in square feet. Corner sites may use the longer of the two frontages to calculate allowable sign area. Each face of a double faced sign is counted separately toward the total, and each face of a **pole sign** (freestanding sign exceeding 6 feet in height) is counted twice.

Signs not counted toward the total allowable sign area include the following:

Pedestrian oriented signs - one per entrance, 4 square feet maximum

Directional signs - one per entrance, 4 feet high, 4 square feet maximum

Incidental sign - one per business, 4 square feet maximum, 4 inch letters

Prohibited signs include:

Roof signs

Projecting signs

Moving signs

3-Dimensional signs

Changeable copy signs

Pole signs (if any other freestanding signs)

**Sign Programs** are required to be on file for any commercial property with multiple tenants prior to sign permit issuance. A sign program contains general information describing how the site does, and will, comply with sign requirements. An example is available at the Community Development Department.

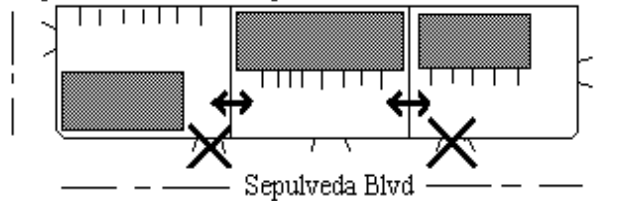


# Sepulveda Boulevard Development Guidelines

## Reciprocal Access

Reciprocal vehicle access should be provided between neighboring sites within the same block. This makes it possible to consolidate redundant curb cuts and provide continuous circulation throughout each commercial block. Reducing excessive numbers of curb cuts, while providing more access alternatives for each site, improves safety, circulation, attractiveness, and parking efficiency on and around the commercial block. Requirements for the provision of future reciprocal access are sometimes imposed on projects. Whether such access actually occurs depends on the site, design, and other characteristics of the future neighboring project. The photograph below shows an example of neighboring parking lots joined with reciprocal access.

Reciprocal Access Example

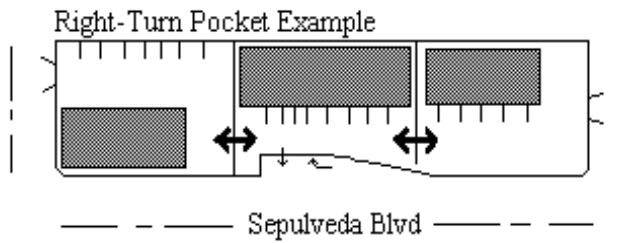


Providing access between parking lots allows two curb cuts to be removed and allows access to each site from three different streets.



## Right-turn pockets

A right-turn deceleration pocket (and bus turnout when applicable) should be provided at the primary vehicle access point for each block from Sepulveda Boulevard to improve safety and circulation. Unusually long block faces should have multiple right-turn pockets. The appropriateness of requiring right-turn pockets will be reviewed individually for each project. The photograph below shows an existing right-turn pocket/bus turn-out.



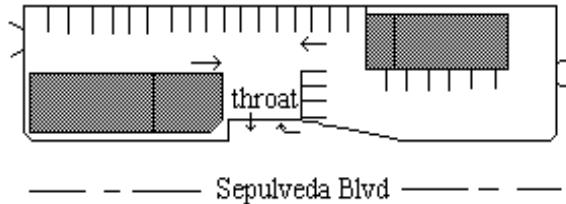
Providing right-turn pocket for Sepulveda driveway allows cars to slow down safely before turning into site without slowing down traffic on street



## Driveway Throats

Driveways accessing Sepulveda Boulevard should be provided with a protected “throat” area near the street without intersecting driveways and parking spaces to avoid potential vehicle movement conflicts where cars are entering a site.

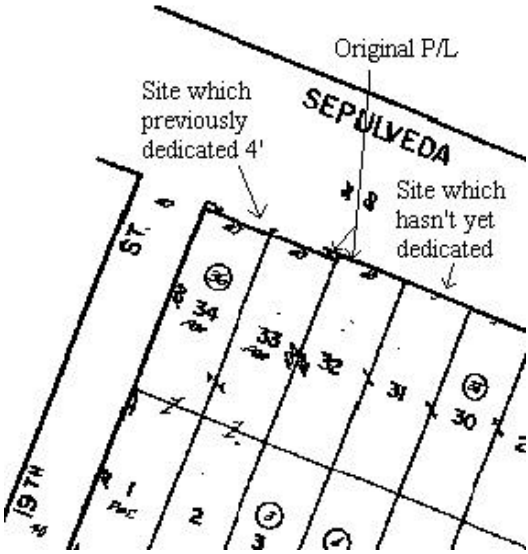
Driveway Throat Example



A protected throat area adjacent to the Sepulveda entrance provides a safety buffer between on-site traffic and traffic entering the site from the street

## Sidewalk Dedication

On the west side of Sepulveda Boulevard, a 4 foot public sidewalk dedication or easement should be provided for properties that have not already done so. The additional 4 feet is to supplement the original 3 foot public sidewalk width typically along the west side to achieve a minimum 7 foot wide public sidewalk. No sidewalk dedication is presently needed on the east side of the street. The photograph below illustrates sidewalk conditions on the west side of Sepulveda from right to left: 3 foot original public sidewalk, 4 foot sidewalk dedication, and 10 foot building setback (measured from original property line).



## **Building Orientation**

Buildings, storefronts, and windows should be oriented toward Sepulveda Boulevard when possible. Site and building designs that focus on, and directly relate to the street create a more attractive, comfortable, and interesting environment for the Boulevard. The photograph below shows a building with windows and entries oriented toward the street.



## **Visual Aesthetics**

Visually less desirable elements such as large parking areas, parking structures, vehicle service areas, blank walls, storage areas, and trash areas should be hidden, or less prominent as viewed from Sepulveda Boulevard. The photograph below shows a site design with a building located in front to partially hide parking and service facilities.



## **Residential Nuisances**

Extreme noise, and odor generating activities near residential boundaries should be avoided.

## Pedestrian Access

Safe pedestrian access to buildings should be provided through parking lots, particularly from public sidewalks. The photo below shows a pedestrian path to Sepulveda from a building otherwise oriented toward a parking lot.



## Landscaping

Required landscaping should be enhanced/supplemented as follows:

1. Install landscaping in areas that would otherwise be unused pavement.
2. Use landscape planters and other decorative treatments around buildings to avoid direct building-to-asphalt/concrete contact areas.
3. Provide tree-lined landscape buffers in parking lots along residential boundaries.

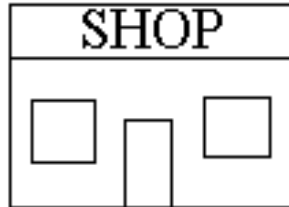
Landscaping Example



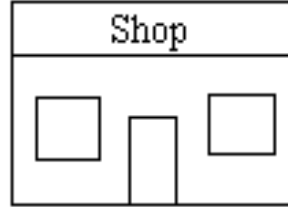
## Signs

Signs and sign copy should be compatible with their related buildings, and not be crowded within their locations or backgrounds. Harsh plastic or illuminated backgrounds should be avoided. The photo below shows appropriate use of wall and monument signs.

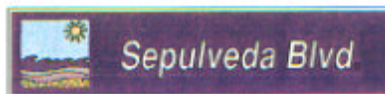
### Sign Example



Sign crowded within background



Sign compatible with building and location





## Utility Undergrounding

It is the City's desire to underground the utilities along Sepulveda Boulevard to enhance its appearance. The primary visible existing overhead facilities are located at curb along the east side of the street. Major projects should underground adjacent utilities. The photograph below shows a location where utilities have been undergrounded in the foreground, and remain overhead in the background.

