

## CHAPTER 3. MUNICIPAL SERVICES

This chapter identifies and discusses existing, proposed, and needed Specific Plan area improvements concerning drainage, water, sewerage, and fire and police protection.

### **STORM DRAINAGE**

Storm drainage improvements are needed to accommodate growth in the Specific Plan area. This section discusses general drainage patterns and the effect of development on storm drainage flows, anticipates how development is likely to affect flood potential, recommends on-site and off-site improvements, and estimates the costs of needed facilities.

#### **Background**

The Specific Plan area is located in the southern portion of the Mt. Diablo Creek Watershed, which generally flows in a northerly and westerly direction. The existing downtown area drains west to Mitchell Creek which, in turn, flows into Mt. Diablo Creek, while the new (Oakhurst) addition to the downtown drains west into Mt. Diablo Creek. Elevations in the area vary from 370 feet to 460 feet. The mean annual precipitation is 21 inches.

Flooding has occurred along Mt. Diablo Creek in the Town Center area and in the flood plain between Clayton Road and Kirker Pass Road. The major floods affecting this area occurred in 1938, 1952, 1955, and 1963. The 1955 and 1963 floods both were estimated as 25-year floods, *i.e.*, the 100-year flood has not recently occurred.<sup>1</sup>

Despite these occurrences, Mt. Diablo Creek is not considered to have a serious and continuing history of flooding. Part of the reason is the long flood plain between the slopes of Mt. Diablo and the southerly City limits that serves to slow down velocity and reduce peak flows.

The Contra Costa County Flood Control and Water Conservation District (CCCFC) oversees storm drainage improvements in Major Watershed Zone 4A, which includes the Specific Plan area. Portions of Mt. Diablo Creek are proposed to be widened. As part of the Oakhurst Country Club Conditions of Approval, the developer is working with the City hydrologist to prepare a drainage plan.

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<sup>1</sup> Clayton 2000, General Plan Revision and EIR, Adopted July 17, 1987, page VII-11.

According to CCCFC, although much of Mt. Diablo Creek has a capacity of 1,500 to 2,000 cubic feet per second (cfs), in some areas capacity is as low as 500 cfs. Within Clayton, flood waters are controlled by berms and hills, and directed back to the creek.

Existing flood protection measures include earthen levees along the edge of the housing north of Clayton Road (downstream from the confluence of Mitchell and Mt. Diablo Creeks, at the Cardinet subdivision where the creek was widened). The City advises that, further downstream at the Morningside subdivision, private landowners have dumped loosely consolidated material on banks to provide some measure of protection from flooding. The City is concerned that this material may break away in a major storm causing serious sediment blockage of the creek.

Mt. Diablo Creek and its tributaries form an open channel system, except at road crossings. On the project site there are only a few culverts or bridges that should be noted. At Center Street in Clayton, Mt. Diablo Creek passes through existing twin 8-foot-high by 12-foot-wide reinforced concrete box culverts. Just downstream, an existing bridge (to be replaced by the Main Street Bridge) leads to the Black Diamond Trail. A triple box culvert is designed to take the creek under the intersection of Clayton Road and the extension of Marsh Creek Road. Further downstream, an existing stone bridge leads to the Keller Ranch House.

The creeks do not offer sufficient capacity at present to provide adequate flow in event of a 100-year storm.

Localized flooding and creek bank erosion has occurred at several locations along the creek where it is narrow and heavily vegetated. Estimates have been made of the capacity of Mt. Diablo Creek, but because there have been no detailed hydraulic analyses, these estimates are to be considered as approximate only. (There are no stream-gauging stations along Mt. Diablo Creek; therefore, no historical stream runoff data is available.) Generally, estimates indicate that the 25-year flood event can be accommodated in the existing Mt. Diablo Creek channel through the project site, but the channel capacity will be exceeded below Kirker Pass Road.

### **Effect of Development on Flows**

The quantity of runoff is increased as urban development takes place as more of the land surface is made impervious with the result that infiltration of water into the soil is diminished. Peak flow rates also increase with urbanization. The proposed project will alter current runoff patterns and will affect the quantity and quality of the stormwater. These effects could include flooding due to increased runoff from the site or surcharging of the existing drainage system.<sup>2</sup>

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<sup>2</sup> WPM Planning Team, Inc., Final EIR for the Oakhurst Country Club Project, February 1987, page 8-2.

**Figure 3-1: Effect of Development on Peak Storm Flows**

Creek/Location	Tributary Area, Square Miles	Year Event	Peak Storm Flows, cfs “Build-out” Condition <sup>3</sup>
Confluence Mt. Diablo & Pea- cock Creeks, no. of Clayton Rd.	7.90	25	3580
		100	4820
Confluence Mitchell & Mt. Diablo Creeks, no. of Clayton Rd.	4.56	25	1400
		100	1880

### On-site Drainage Improvements

A combination of on-site drainage improvements is needed to serve new development in the Planning Area. (Note: *The final size and location of drainage facilities can only be determined after the grading plans and street layouts with each development area are complete.*)

**Policy 1.** *New developments should maintain natural drainage patterns when possible.* Underground pipe should generally be located in street right-of-way for ease of construction and maintenance.

**Policy 2.** *Open channels should be maintained in their “natural” state.*

Within the Planning Area, Mt. Diablo and Mitchell Creeks should remain earth channels with sides sloped at horizontal-to-vertical ratios between 3:1 and 6:1 where possible. Natural grasses and shrubs should be planted on channel slopes to maintain stream bank stability and improve appearance. Slope protection along the creeks will be needed to prevent erosion and land loss.

**Policy 3.** *All open creeks should be maintained in as near natural a state as possible.* Where there still are open areas, 100 feet on each side of the stream should be kept unobstructed. Where less than 100 feet is available, a thorough hydrological study must be conducted to determine the potential flood and to design the necessary cross-sections.

<sup>3</sup> “Future Condition (Year 2030),” correspondence from Contra Costa County Flood Control District and Water Conservation District, April 4, 1989 and Roger Fry, Camp Dresser & McKee Inc., April 19, 1989.

## Off-site Drainage Improvements

**Policy 4.** *Since all Specific Plan area development will add to the flow on the Mt. Diablo Creek, special drainage (or flood mitigation) fees should be collected from Planning Area development to contribute to construction funds for Specific Plan area storm drainage and flood control improvements for Mitchell and Mt. Diablo Creeks.*

Flood Mitigation Fees for developments in the Specific Plan area would be based on future detailed engineering studies, on the overall cost of the public works needed, on the quantified share or contribution from the Specific Plan area, and on the likely availability of federal, state, and/or city funds for the drainage and flood control projects.

## Drainage Improvement Costs

Little exists in the way of ultimately usable storm drainage facilities. In order to minimize surface flows (*e.g.*, no valley gutters, pickup at each intersection), there is a need for approximately 1,500 lineal feet of storm drain (15" diameter) in the existing downtown area. The Oakhurst part of the commercial area will require approximately 2,000 additional lineal feet of line. The total cost for both areas could run as high as \$150,000.<sup>4</sup> The cost would be reduced if more surface flows—more storm water allowed to flow on City streets—were accepted.

## **WATER**

### Quality and Supply

Clayton is served by the Contra Costa Water District. An adequate water supply is and will be available to the Planning Area at least until the year 2000. Currently, inferior water quality, due mainly to the periodic intrusion of brackish water into the river system, is a problem. However, the Los Vaqueros Reservoir Project, now under design, will alleviate the periodic high chloride level by blending winter runoff with high chloride flows.<sup>5</sup>

### Distribution

The City's existing water distribution system was recently switched from Zone 4 to Zone 5 enabling the system to provide adequate pressure for fire protection. There are existing 6" water mains under Oak Street and Main Street, and an 8" main under Marsh Creek Road. There is also a 4" line in High Street off of Oak Street. System improve-

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<sup>4</sup> All lineal feet and cost figures are in 1989 dollars from letter by City Engineer, dated February 8, 1989.

<sup>5</sup> Letter from Patricia E. Nelson, Associate Engineer, Contra Costa Water District, dated May 31, 1989.

ments are needed, however, to make water available to all parts of the Town Center. Higher capacity transmission lines must be installed in the Town Center area to provide adequate capacities for additional development and redevelopment.

### **Planned Local Improvements**

Water mains need to be extended throughout the downtown and the Oakhurst areas to provide loop systems. It is estimated that a total of approximately 4,000 lineal feet of line would be required, at a cost of \$120,000.

### **Water Service Policies**

The Planning Area will need a common water system, including a transmission main and secondary loops. **The goal is to have a water system that will provide for peak use, fire flow, and emergency reserve needs throughout the Planning Area.** Accordingly, the following policies are adopted as part of this Specific Plan:

***Policy 5.** Allow development in the Planning Area only to the degree the CCWD is able to supply and distribute water adequate to meet the area's needs.*

***Policy 6.** Provide loops as necessary to ensure continuous service and reliability of fire flow in the event of a rupture in the mains or other interruption in service.*

***Policy 7.** Install mains and laterals so as to provide completed loops, these increments to be financed by the property owners and developers in the areas benefitting from the installation.*

***Policy 8.** Design a water system for the Planning Area adequate to meet the user, fire, and emergency needs associated with the land use designations in this Specific Plan.*

***Policy 9.** Condition all development approvals on the completion of water mains and connections, and on the availability of supply.*

### **SEWER SERVICE**

The Central Contra Costa Sanitary District (CCCSD) provides sewage treatment for the Town Center. Conveyance of sewage from this area to the treatment plant is through lines owned and operated by the City of Concord. In turn, the City of Clayton pays the District, via a contract with Concord, a treatment service charge based on gallonage, and that charge is reflected in local sewer service rates.

## Sewage Treatment and Capacity

The treatment plant, located in Pacheco, currently provides secondary quality treatment and tertiary water reclamation. No new plant or plant expansion is anticipated. The plant can currently treat 45 million gallons per day (mgd) which is sufficient for current use. By the year 2000, the plant will have the capacity to treat 60 mgd which will exceed full buildout.<sup>6</sup> There is one existing trunk sewer line in Main Street and Marsh Creek Road (15"-18" diameter, 10'-12' deep). The trunk line has more than adequate capacity for the existing downtown area as well as the Oakhurst commercial area. There is an existing 8" sewer line (6'-7' deep) under Oak Street. In addition, a new trunk line to serve this area, in which the Oakhurst property owners participated, has been built.

## Collection System Needs

Sewer lines will need to be extended to serve the properties on Center Street as well as the new Oakhurst commercial area. For ultimate buildout, 3,000 lineal feet of sewer line will be needed. This would cost approximately \$80,000 including structures and engineering. The *Sewer Capacity Study* for the Oakhurst Project states that the existing trunk line system is adequate for the ultimate development of the Clayton area which includes the downtown Specific Plan area.<sup>7</sup>

## Sewer Service Policies

To ensure adequate sewer service, the following policies should be applied to all development in the Planning Area:

**Policy 10.** *The necessary trunk line extensions should be constructed and partially financed by private development and then turned over to the City for operation and maintenance.*

The Redevelopment Agency encourages the installation, construction and/or reconstruction of utilities by providing tax exempt financing to these projects in conformance with the Community Redevelopment Plan. The entire Specific Plan area is within the Redevelopment Project area.

**Policy 11.** *Require that all new development in the Planning Area be connected to the City sewer system.*

**Policy 12.** *Condition the approval of all developments on the provision, by the applicant, of required sewer improvements.*

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<sup>6</sup> Personal Conversation with Stephen McDonald, Senior Engineer, CCC Sanitary District, March 20, 1989.

<sup>7</sup> MacKay & Soms Civil Engineers, Inc., Sewer Capacity Study for the Oakhurst Project, September 1987, page 13.

**Policy 13.** *In the interest of cost efficiency, install sewer mains and laterals as roadways are built.*

Locate all utilities under streets, except PG&E lines which are placed under the back portion of sidewalks.

### ***FIRE PROTECTION***

Fire and emergency services in the Planning Area are currently provided by the Contra Costa County Consolidated Fire District (CCCCFD). The existing Station #11 is situated just west of the Town Center at Clayton and Mitchell Canyon Roads. It is proposed to relocate the station to a new location in the Town Center.

The downtown area needs to be upgraded both in terms of adequate flow capacity and number of hydrants. However, no additional facilities or capital equipment, *e.g.*, pumpers, will be needed to serve the Planning Area.<sup>8</sup>

### ***POLICE***

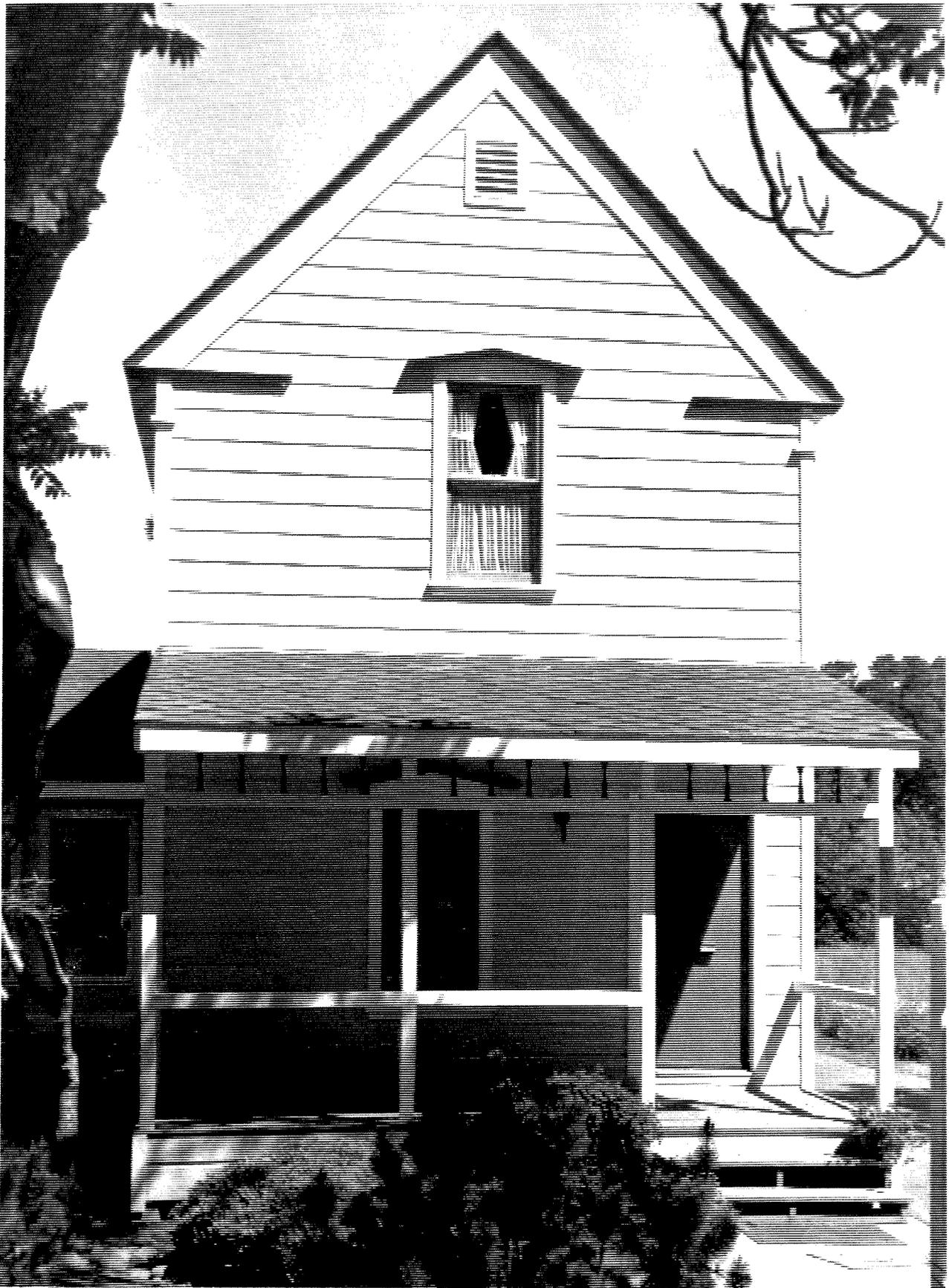
Police services in the Planning Area are currently provided by the City. The station is located next to the existing city hall on the west side of Oak Street at Center. A new facility is planned in conjunction with a new city hall proposed to be constructed west of the Pioneer Inn, between Main Street and Clayton Road. The combined City Hall/police services facility will be approximately 9,000–10,000 gross square feet in size and will include a dispatch office and vehicle storage area large enough to accommodate anticipated future public safety demand.

### ***POSTAL SERVICE***

The City will encourage the Postal Service to maintain a post office Downtown. The City desires to accommodate a new and larger post office anywhere in the Town Center, but especially in the older (west) end. □

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<sup>8</sup> Letter from Elizabeth Patterson transmitting information from Inspector Nelson, CCCC Fire District, March 28, 1989.



# CHAPTER 4. URBAN DESIGN

## INTRODUCTION



Clayton Town Center's extraordinary natural setting, rich history and architectural heritage are a strong source of identity and value to the community. Citizens have strong feelings about preserving the Town Center's existing character while welcoming its expansion to provide needed commercial services and shopping. The purpose of the Urban Design Element is to provide clear guidelines for the Town Center's future development pattern, architecture and landscape design, so that new development retains and strengthens the existing Town Center character. (Amended by Resolution 65-98, dated 12/1/98)

The Urban Design Element describes important design principles for the Town Center's development, and includes illustrative drawings and a comprehensive set of Design Guidelines.

### **Design Review in Clayton**

All development proposals in The Town Center Specific Plan Area are subject to discretionary review by the Planning Commission. The Design Guidelines serve as adopted criteria for the evaluation of a building or an entire development. Developers and their designers are urged to carefully review The Town Center Specific Plan, with particular attention to the Design Guidelines, before site planning and building design studies begin.

Design Review is a comprehensive evaluation of those characteristics of a development which have an impact on neighboring properties and the community as a whole. The process makes a careful examination of a project's quality of site planning, architecture, landscape design and important details such as signage and lighting. The purpose

is to insure that every new development or additions to existing development carefully consider the community context in which they take place. Every project should make a conscientious effort to develop a compatible relationship to the natural setting, neighboring properties, and community design goals.

### ***THE EXISTING TOWN CENTER***



Clayton Town Center has a unique village character that results from the relationship between its natural setting, grid street pattern and modest rural architecture. These elements work together to create a distinct town “image” that residents now identify with and feel strongly about preserving.

Clayton’s Town Center began with a few houses and stores built along the small grid of streets laid out by Joel Clayton in 1857. He envisioned a prosperous community at the foot of Mt. Diablo, in an area of great beauty and agricultural wealth, central to the surrounding mines. As the town grew, miners came to enjoy the social clubs, saloons, and stores. Clayton’s boom ended when competition from mines in Oregon and Washington and the increased costs and difficulty of mining proved too great. Farmers growing grapes, wheat and other crops kept Clayton’s economy alive, but it never again

flourished as it had during the mining boom. Clayton remained a small and reasonably stable agricultural community. From that time to the present it has retained much the same character. A handful of buildings remain to continue its tradition as a rural western town.

Clayton's Main Street, with its tree canopy, fine trio of houses near Marsh Creek Road, Clayton Club and Pioneer Inn, is the lifeline of the town. The old meeting hall (Endeavor Hall) lies one block south of Main Street at Center and Oak. These buildings exhibit the different ages, styles, and cultural mix that accompanied settlement and growth in Clayton.

### Key elements of Clayton's Town Center

**The Natural Setting.** Clayton's surrounding landscape forms one of the most spectacular natural settings in the greater San Francisco Bay region. The community is laid out along Clayton Valley and Mount Diablo Creek, nestled between the range formed by Mt. Diablo, Eagle Peak, Twin Peaks and Mt. Zion to the south, and Keller Ridge-Kirker Pass to the north-northeast. The Town Center has the distinct feel of a rural village carefully placed in the valley, given strong natural definition by both foreground and distant hills. Views and outlooks to the neighboring peaks and ridges bring perception of the surrounding rugged landscape directly into the Town Center.

One of the most dramatic features of Clayton's Town Center is its western "entrance" on Clayton Road. The combination of the abrupt descent and dense tree cover creates a strong sense of entering a special world separated from the surrounding suburban landscape. Other strong natural boundaries on the north and south give the Town Center clear definition along three of its four edges. Although the Town Center's topography is relatively level, the subtle elevation changes within the setting are important:

- The Mitchell Creek and Diablo Creek embankments.
- The gentle knoll east of and above Diablo Creek, in the new development area.
- The knoll south of Center Street, between Diablo and Morris.



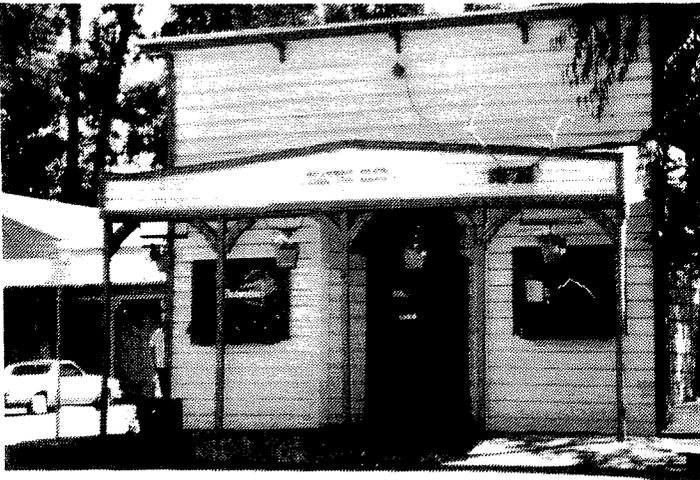
**The Town Center Plan.** The existing Town Center’s street grid forms small blocks that range from 200 to 350 feet on a side. The grid contrasts with the curved patterns of rural roads and residential subdivisions of the Clayton area, and helps distinguish the Town Center from neighboring districts. The small block pattern gives the Town Center an intimate scale that pedestrians can appreciate, and creates an extra number of corner buildings and sites with high visibility. Occasionally, the street grid is interrupted by topographical features, as in the hill south of Center and Morris, increasing one’s awareness of the natural setting.

### **Building–Street Edges**

The older buildings of the Town Center form three *desirable* relationships of buildings to streets:

- Building with a front porch located at the sidewalk (Clayton Club).
- Yard or patio between the building and street (LaCocotte, Clayton Historical Society Museum).
- Building located on the front property line (Realty and Post Office at Main and Diablo Streets).

Each of these examples creates a strong pedestrian connection between building fronts and streets common to older towns and villages.



**Figure 4-1:** Building with front porch (Clayton Club)

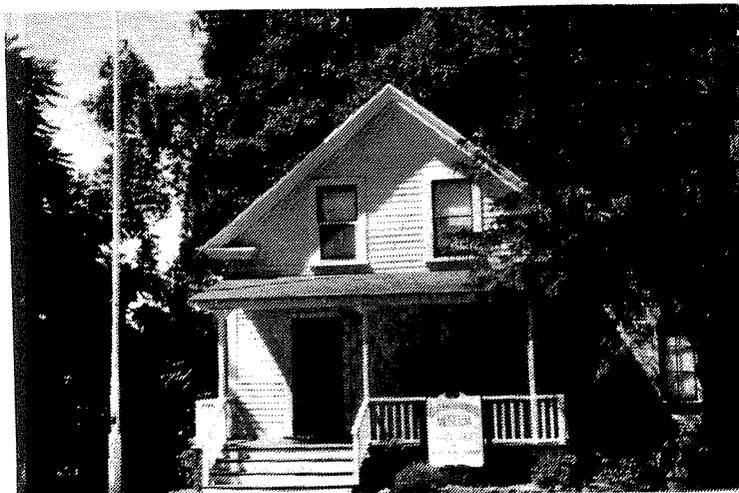


**Figure 4-2:** Front yard spaces on Main Street

**Yards and Open Spaces.** The quilt-like pattern of alternating buildings and yards, organized by the grid of streets and individual lot lines, creates a spaciousness throughout the existing Town Center and allows through-block outlooks to the surrounding natural landscape. Mature trees define and shade the open spaces, creating a dense canopy over most of the setting, further emphasizing its special character apart from the surrounding open valleys and hills.



**Architecture.** Clayton Town Center's modest wood frame buildings develop a local vernacular with a genuine sense of antiquity and history. Horizontal wood siding, foundations of local stone, and other natural materials are combined in carpenter-built small structures with moderate-to-steep pitched roofs, frequent emphasis of porches and other protected outdoor spaces, roof overhangs and eaves, and orderly use of window openings. Several styles can be found ranging from the western false front of the Clayton Club to the rural vernacular of the Clayton-Pape House and Endeavor Hall. Many of the details recall "Craftsman," "Victorian," and other styles.



## **URBAN DESIGN GOALS, OBJECTIVES, AND POLICIES**

### **Goal**

**Maintain the rural and historical character of Clayton in the central area of the City and its neighborhoods.** *(From the Clayton General Plan)*

### **Cohesive Town Center**

**Objective 1.** *Create a clearly-defined, cohesive Town Center, integrating old and new to attain the feel of the entire Center being **one place**.*

#### Policies

*1a. Adopt consistent design standards for street and sidewalk spaces throughout the Town Center. Sidewalk paving, curbs, street tree planting, and street furniture should be carefully coordinated as integrating visual elements.*

*1b. Maintain strong architectural standards to develop continuity between old and new buildings, in infill situations in the existing Town Center, and in the newly-developing area.*

*(Amended by Resolution 65-98, dated 12/1/98)*

### **Community and Civic Focus**

**Objective 2.** *Emphasize the Town Center as the focus of community life in Clayton, integrating civic, cultural, shopping, and recreational functions into a multi-use district.*

#### Policies

*2a. Create public places in the Town Center where residents can meet informally.*

*2b. Build a new City Hall at a prominent location at the west end of Main Street, emphasizing its character as a town hall in the historic American tradition—a focus for community services and accessible local government.*

The phrase, “a prominent location at the west end of Main Street,” is intended to allow some flexibility in the location of a City Hall. The Plan clearly intends that the City Hall be located south of Clayton Road and west of Marsh Creek Road, and as close to Main Street as practicable. Objectives discussed during the planning process include strengthening the older (west) end of the Downtown, attracting people into the retail core by bringing them to City Hall, and making the Downtown not just a commercial center, but the civic focus of the community as well. As of 1989–1990, a City Council-appointed committee was studying potential sites for a new City Hall, as well as its interior needs and exterior appearance. While the charge to the

committee admonished that committee proposals must be compatible with the Town Center Specific Plan, this Specific Plan nevertheless recognizes that the committee may make recommendations that are more detailed than, or at modest variance with, recommendations in this Plan. It is the intent of this Plan to accommodate such recommendations without the need for formal revision of the Plan, provided that the recommendations accomplish the objectives noted above. Should, however, the Committee recommend a location outside of the boundaries noted above, formal public hearings should be held to consider those recommendations and whether the Specific Plan should be revised accordingly.

- 2c. *Retain existing public services, such as the Post Office; and locate new public services such as the County Library and Fire Station, in the Town Center.*
- 2d. *Emphasize the Town Center character as a place for pedestrian enjoyment, following the traditional building-to-street relationship of older towns and villages. Buildings are to be located at the front of properties near the sidewalk, with active, well-scaled frontages that create pedestrian interest. Parking lots are to be located to the rear of buildings, well-planted and screened from street view.*

## **Historic Significance**

**Objective 3.** *Establish an historical area where structures and sites of historic significance are located.*

### Policies

- 3a. *Consider State and National Historic District designation for the existing Town Center.*
- 3b. *Consider State and National Historic designation for qualifying individual sites and buildings.*
- 3c. *Seek State Office of Historic Preservation (SOHP) Certification and develop an historic “district” comprehensive plan. Include appropriate buffer zones where necessary.*
- 3d. *Adopt a City historic preservation ordinance which includes provisions for Conservation Easements on historic buildings.*
- 3e. *Use the Town Center Specific Plan, including Design Guidelines, for Design Review of all new development proposals and additions to or alteration of existing structures.*

Just as a City Hall can attract people to Downtown who might otherwise not come there, so too the Historical Society Museum (located in the Clayton-Pape House on Main Street) can attract people and thus enhance the vitality and economic success of the Downtown. The village-like character of the existing Town Center owes much to the fine trio of buildings—Clayton-Pape house, LaCocotte restaurant, and the replica of the Scamon house at 6123 Main Street near Marsh Creek Road. The Clayton-Pape house is located on a City-owned right-of-way, and the City Council in 1989 promised the Historical Society, whose museum is in the Clayton-Pape house, that the Museum would not have to relocate for four years. As of 1989, a committee was studying whether a more suitable location could be found for the museum, but it was clearly understood that the museum would move only if one of the following conditions applied: (1) either a more appropriate site is found, or (2) the City needs the underlying site for street or driveway. This Plan recommends that if the Museum *is* moved because a more appropriate site is found, it should be replaced by a building very much in the scale and manner of the Clayton-Pape house.

## Open Space

**Objective 4.** *Maintain the Town Center's landscape and natural vegetation as a means to provide greenery, open space, development buffers, and a rural atmosphere.*

### Policies

- 4a. *Preserve Mitchell Creek and Diablo Creek in their natural settings as important features and open space amenities of the Town Center.*
  
- 4b. *Develop a park at the southwest corner of Main Street and Marsh Creek Road to serve as the primary public open space in the Town Center.*  
(Amended by Resolution No. 02-2007, dated 1/16/2007)
  
- 4c. *Preserve the DeMartini Winery and Keller Ranch (Cultural Center) sites on the north side of Clayton Road as continuous public open space forming the northern boundary of the Town Center.*

Revised January 2007

**NOT INCLUDED  
IN PLANNING  
AREA**

OAKHURST

CLAYTON ROAD

7 8

9

MARSH CREEK ROAD

10

11

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13

14

15

16

17

1

2

3

4

5

6

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9

MAIN STREET

MORRIS

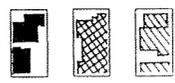
DIABLO

CENTER

OAK

2

**TOWN CENTER  
SPECIFIC PLAN  
AMENDED BY  
PN 65-98, DATED 12-1-98**  
City of Clayton, California

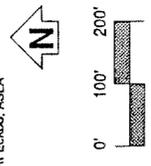


- 1 City Hall, west end of Main Street
- 2 Mitchell Creek Park
- 3 Pedestrian Tunnel to Cultural Center and Winery
- 4 Pioneer Inn
- 5 Future Public Parking, with low stone wall and landscape screen along Clayton Road
- 6 The Grove, enclosed by new commercial development with most existing trees retained
- 7 Marsh Creek Road extension
- 8 Creekside Bicycle/Pedestrian Path
- 9 Main Street "Stone Bridge" feature
- 10 Creekside Restaurants and Shops
- 11 Eastern Extension of Main Street; focus for convenience shopping; diagonal parking on north or both sides
- 12 Grocery Store or Supermarket
- 13 Fire Station
- 14 Public Building (e.g., Library); one-story height to preserve view east to Keller Ridge
- 15 Trailhead and Public Parking
- 16 Potential for Residential on Center St.
- 17 Automobile Service Station

**Figure 4-3: Illustrative Site Plan**

Note: This map is not dimensionally accurate and can not be relied upon for measurements of distance or land area.

Naphthail H. Knox & Associates, Inc.  
Baron-Aschman Associates, Inc.  
Gerard Gast, AIA, & Daniel Hillmer, AIA, Urban Design  
Muncie & Associates  
Garrett Eschbo, ASLA



- 4d. *Develop a densely-planted buffer along the south edge of the new Clayton Road right-of-way. The buffer should screen the view of parked cars, but not block views of the distant hills.*
- 4e. *Adopt strong design standards to retain existing mature trees and other natural features in new development.*
- 4f. *Provide direct pedestrian linkages between the Town Center and the regional trail system.*
- 4g. *Retain the Town Center's existing pattern of yards and open spaces, including the opportunity for outlooks to the surrounding foothills, by requiring yards, courtyards, or other open spaces in each new development.*

(Amended by Resolution No. 02-2007, dated 1/16/2007)

### **Strengthen Village Character**

**Objective 5.** *Eliminate physical elements that detract from the Town Center's rural village character.*

#### Policies

- 5a. *Require underground utilities in all new development.*
- 5b. *Adopt strong controls on commercial signage, especially illuminated signs.*
- 5c. *Adopt strong standards on the location of service areas, dumpsters and mechanical equipment.*

### **ILLUSTRATIVE SITE PLAN**

The Illustrative Site Plan (the fold-out map preceding this page) shows a concept for the locations of streets, public facilities, and open spaces in the Clayton Town Center Specific Plan area. Building “footprints” of potential development on private parcels are based on an earlier land use plan (since revised) and are shown for illustrative purposes only; they are not to be taken as a literal depiction of future development. The Illustrative Site Plan shows the pattern that would result from the Specific Plan's development standards and design guidelines, but the standards and guidelines themselves are the adopted criteria that will shape the development.

Revised January 2007

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## **THE DESIGN GUIDELINES**

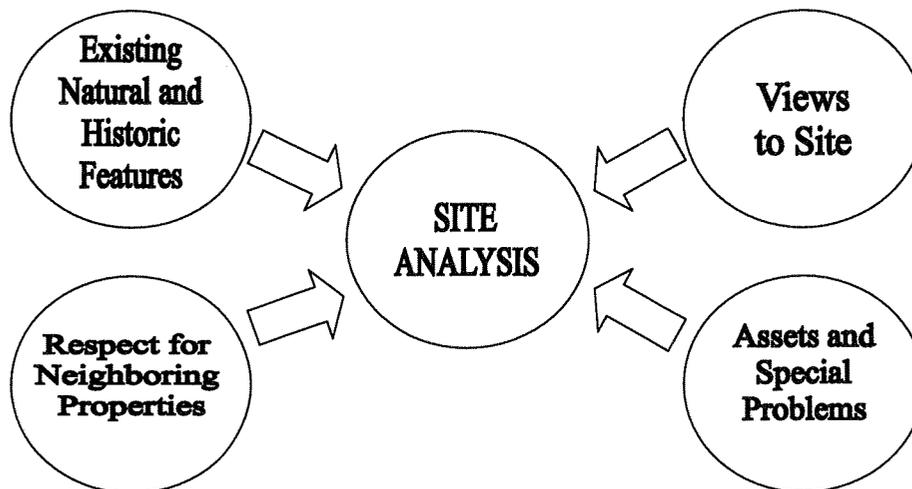
The guidelines are intended to be met, not ignored. They are more than suggestions, but less than absolute requirements, in order to allow for some flexibility in meeting the intent of the guidelines. The standards should be looked upon as being firm from a qualitative—but not from a quantitative—standpoint.

Recognizing that the guidelines offer a variety of ways to meet Town Center design objectives, this Specific Plan gives absolute authority to the Planning Commission and the City Council to approve or deny a building design or proposed use based on whether the project as proposed meets these design guidelines.

### **Site Design**

The quality of site design is the most important measure of a project’s impact on the community and will be given first priority in the review of development proposals. Projects should demonstrate sensitivity to both the natural setting and to the neighborhood context. A project should also contribute to the Specific Plan urban design goals, objectives, and policies.

**Site analysis.** Each development proposal should include a thorough analysis of existing conditions on and adjacent to the site. A proper analysis will include a careful examination of a site’s physical properties, amenities, special problems, and character, and an examination of the neighboring environment. The analysis will assist the Planning Commission in evaluating the proposed development’s relationship to existing conditions, neighboring properties, and the community at large.



**Figure 4-4: Site Analysis Considerations**

Although the steps in an analysis will vary with the unique situation of each site and project, the following information is normally needed:

- **Basic Site Data:** boundaries and dimensions; location of adjacent streets, sidewalks, and rights-of-way; location of setback lines and easements; existing structures and other built improvements.
- **Existing Natural Features:** location, size, and species of trees and other important vegetation; topography, with areas of slope over 25% highlighted; patterns of surface drainage; location of flood plain; soil capability; ground water elevation; and other important features that are either amenities or potential hazards in development.
- **Neighboring Environment:** views to the site; land use and site organization of neighboring properties; form and character of neighboring buildings; important site details on neighboring properties which can be seen from the street.

### **General Site Design Criteria**

- Demonstrate an overall design integrity and a serious effort to contribute to the beauty and harmony of the community.
- Develop compatible relationships to the land forms, building placement, and existing open spaces of neighboring properties.
- Respect the existing views, privacy, quiet, and sun and light exposure of neighboring properties.
- When conditions require a project to be different from its neighbors, provide a transition from existing to new development by careful placement and massing of buildings, well-designed planting patterns, and other means.
- Maintain vistas of surrounding hills and natural features.

**Preservation of Existing Natural Features.** Development proposals should demonstrate an effort to retain significant existing natural features characteristic of the community's landscape. Existing topography and land forms, drainage courses, vegetation, and views should be recorded in the Site Analysis and incorporated, to the maximum extent feasible, into the future development of the site.

### Mature Trees

- All mature trees should be retained when feasible. This will require careful judgment weighing the value and hierarchy of all natural features, the size and species of the tree, and the program for the site.
- Existing oaks over 8 inches in diameter are considered significant resources to be preserved. See Appendix A, "Preservation of Mature Trees".

### Topography

- Demonstrate an effort to minimize grading and alteration of natural landforms. Grading will be allowed to the extent necessary to fit the buildings into the natural land forms.
- Minimize potential problems created by building in areas of excessive slope, soil with poor bearing capacity, slide potential, flood plain, or other hazards.
- Building pads are to be sited within zoned setbacks and should disturb natural contours as little as possible. Balancing of cut and fill areas is encouraged. See Appendix B, “Preservation of Mature Trees,” for grading techniques necessary for the preservation of existing trees.

### Drainage

- Minimize potential surface drainage problems on neighboring properties, and provide adequate drainage on-site for each parcel.
- Natural drainage courses are to be preserved as closely as possible to their natural location and appearance. “Dry stream” effects which move the water over the property should be used instead of channeling or undergrounding methods, unless no other alternative to channeling exists.

### **Circulation and Parking**

- Provide a clearly identifiable circulation plan for automobiles, pedestrians, and service vehicles.
- Locate driveway access points on public streets that are safe and allow smooth traffic and pedestrian flow. Minimize the number of driveway openings to public streets.
- Off-street parking and service areas should be located behind buildings and landscaped to minimize visibility.
- Design pedestrian circulation to enable convenient access from parking to destinations.

### **Internal Site Design**

- Buildings and open spaces should be organized to take advantage of the spaces between buildings as opportunities for outdoor activities, as transitions between indoors and outdoors, and as potential points of “focus” on the site.
- Buildings and building groups should form compact clusters to economize in the use of land and create larger open spaces on the site.

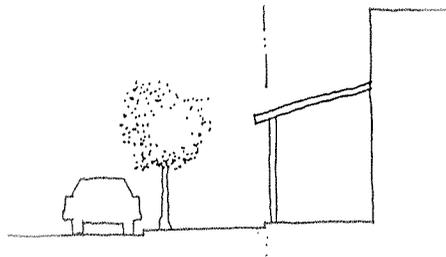
- The site plan and planting should consider climatic conditions to provide shade from summer sun, natural ventilation, and other measures to maximize energy efficiency and human comfort.

### The Building–Street Edge

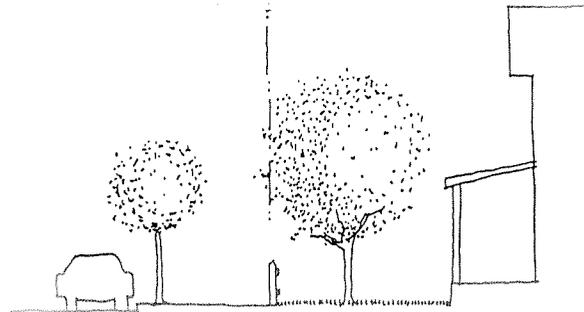
The *building-street edge* relationship is the most important consideration in planning a building site. In order to achieve the Town Center’s objective of creating a high-quality pedestrian environment, buildings should be located close to the front property line and sidewalk, with frontages designed to maximize pedestrian interest. The intent is to follow traditional patterns of town center layout, developing a consistency between the new and older parts of the Town Center.

#### The following building-street edges are desired:

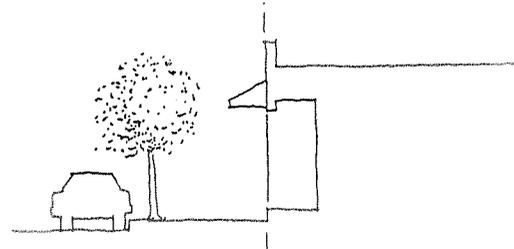
- Continuous building edge with continuous porch along the sidewalk:



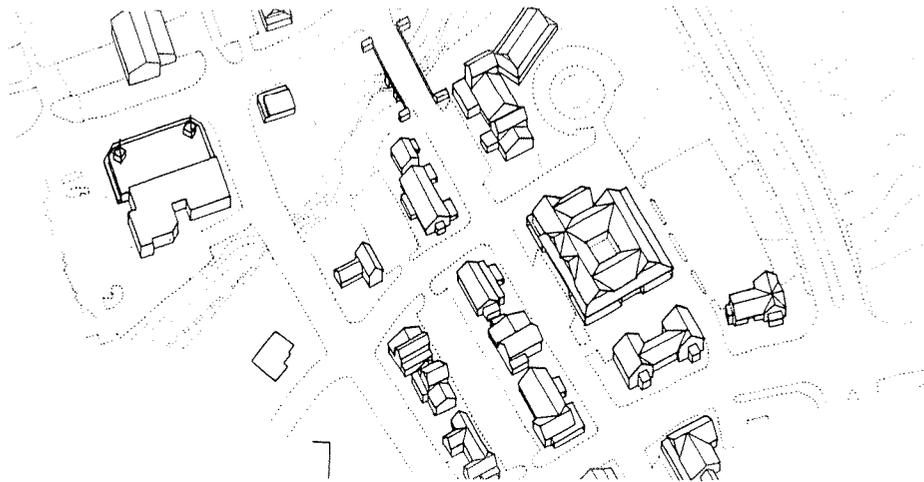
- Yard or courtyard fronting the street. A low wall or decorative fence may be used to define the front property line, or the yard may be open to the sidewalk with a pedestrian area between the sidewalk and building. The pedestrian area could develop into small courtyards with planting and benches:



- Building entrance and building wall built up to the front property line:



- Buildings should work within this vocabulary of street setback patterns. Building location and plan form should strive for a compatibility of setback pattern on each block.
- Every building should have a street-facing entrance. If a side or rear entrance is used, it should be accompanied by a street-facing entrance.
- Prohibit parking between the front elevation of the building and the street. Avoid placing of shrubs or other plants that create a visual barrier between the building and street.
- Building fronts should be parallel to the street. Avoid buildings whose primary mass is sited at an oblique angle to the street.
- In buildings with retail space at the ground level, the vertical elevation of the ground level should be located as close as possible to the vertical elevation of the public sidewalk in front of the building. Avoid an elevated ground level that separates the building from the sidewalk. (This guideline is not applicable where there is a change in existing grade between the building and sidewalk, nor is it applicable when it is necessary to elevate the building ground level above a flood plan elevation.)



### **Yards and Courtyards**

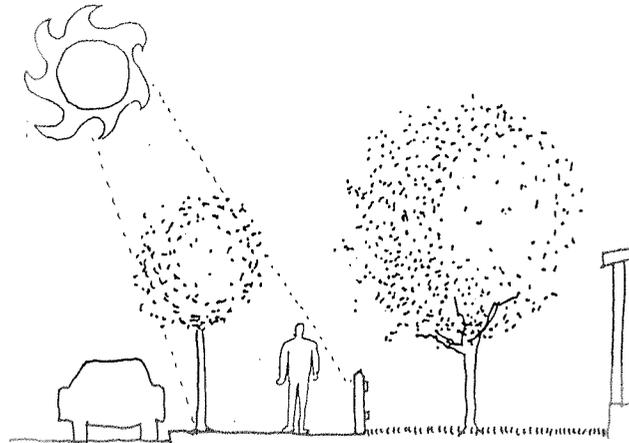
The existing pattern of informal yard and courtyard spaces is an important part of the character of Clayton's Town Center that should be continued in new development. Yards and courtyards provide spaces for outdoor activities, shaded protection from the sun, and transitions from streets to the interiors of buildings.

The use of yards and courtyards to save existing trees and other natural features is encouraged.

**The following yard characteristics are desirable:**

Front Yards

- When a front yard is used in a commercial building, it should maintain a strong pedestrian connection between the building and street.
- Front yards defined with low stone walls or low picket fences at the front property line are encouraged. A pedestrian entry to the building from the front sidewalk through the yard should be provided.
- The use of low planting beds, trees, low shrubs, flowers, and small lawn areas is encouraged.
- Trees should be scaled and located to provide shade for pedestrians and to create a canopy for the front sidewalk space.



Courtyards

- Shared or individual courtyards are encouraged to provide pedestrian connections from rear parking areas to the street frontage and building entrances.
- Arbor structures with vines and flowers (in courtyards and between buildings) are a good way to link buildings and define exterior spaces with planted canopies while newly planted trees mature.

**Architectural Character**

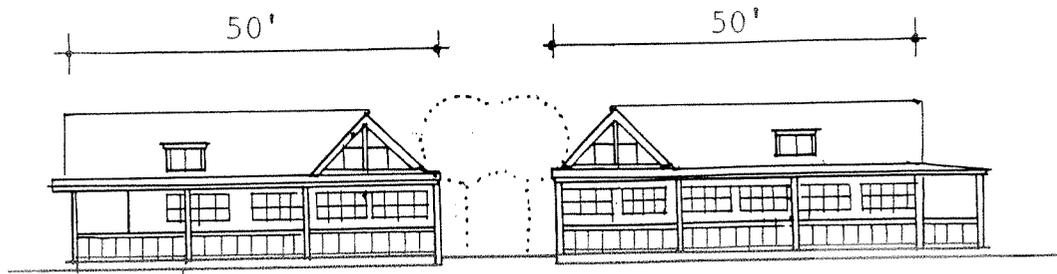
**Building Form**

Size and Bulk

- New buildings in the Town Center should continue the predominant pattern of small buildings alternating with tree-canopied open spaces between them. This

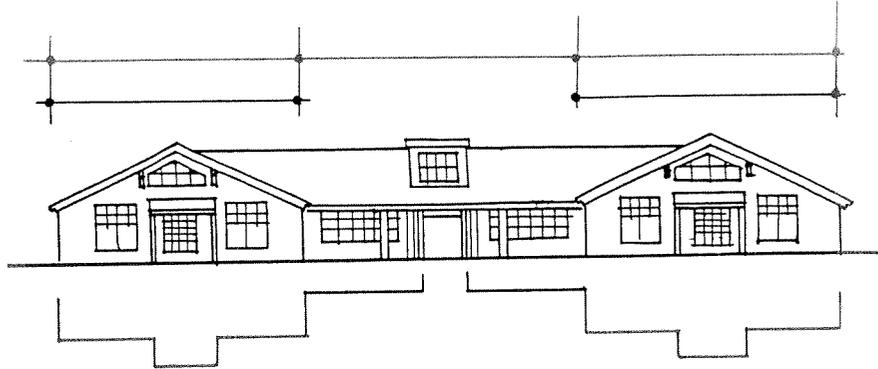
pattern gives Clayton its unique spaciousness, allowing views through blocks and out to the foothill landscape.

- Building heights in the Town Center shall not exceed forty (40) feet.  
(Amended by Resolution No. 02-2007, dated 1/16/2007)
- In order to continue the Town Center's small building scale and fine grain character, building widths of 50 feet or less on principal streets are encouraged. Buildings over 50 feet in width are permitted if function necessitates, as in the case of a supermarket, but in such instances should be limited to 150 feet along a public street. Aggregation of several shop frontages into a single long building, as in the example of a typical shopping center, is not permitted.

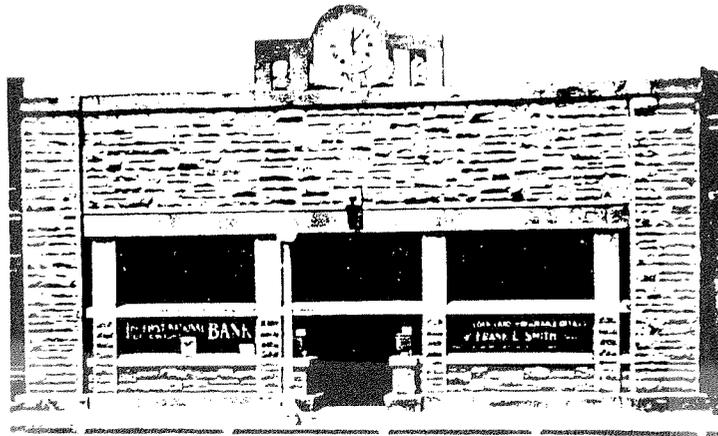


Revised January 2007

- When a building width must be greater than 50 feet, its elevation must be divided into smaller parts by one of the following methods:
  - *A change of plane in the form of a projection or recess.* A change of plane at the ground level should be accompanied by a change of plane at the eave or roof. The change of plane must be at least 5 feet in depth.



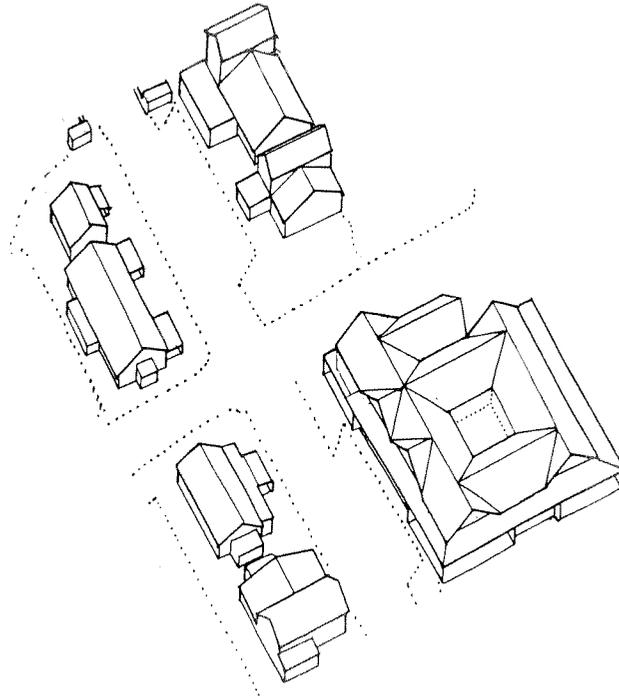
- *Clearly-articulated storefront bays of 30 feet width or less, with exact bay dimensions determined by carefully-studied proportions.*



### Roof Forms

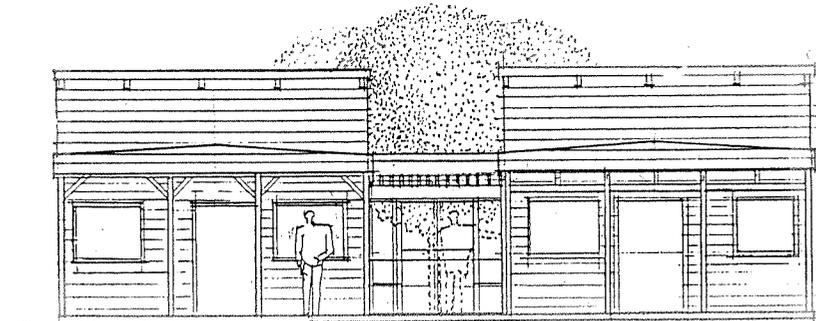
- Medium- to steep-gabled roof forms at pitches of 5:12 to 12:12 are encouraged, as is occasional use of dormers and shed roofs to add detail and scale. Roof pitches may be less in the case of large buildings, such as a supermarket.
- Avoid flat roofs that require built-up roofing materials, except in small areas and those that are not visible.
- Fascias, rakes and eaves. Gabled roofs should normally have a small overhang at both eaves and rakes. Eaves usually have a fascia board that covers the ends of the roof joists. Rakes have a trim board that covers the last roof joist. The overhanging rake may be supported by beam extensions and a variety of brackets to give additional detail where the wall meets the roof.

- Rooftop mechanical equipment should be avoided, except when no other feasible solution exists. When such equipment must be used, it should be minimized and screened from view.



### Porches

- The frequent use of porches is an important characteristic of older buildings in the Town Center. A porch is a sheltered entrance and may be open or closed to make an outdoor room or other protected space. Porches are encouraged as a means of providing transitions between indoors and outdoors. They add visual interest to a building by providing shade, shadow, and a sense of depth. A porch can give a building its character and may often be the dominant element of a building elevation.



### Building Bases

- Buildings should meet the ground with a base relating to human size, or a detail that articulates the building from the ground plane. A base of ground-related material, such as exposed local stone facing, is encouraged.



### **Window Openings**

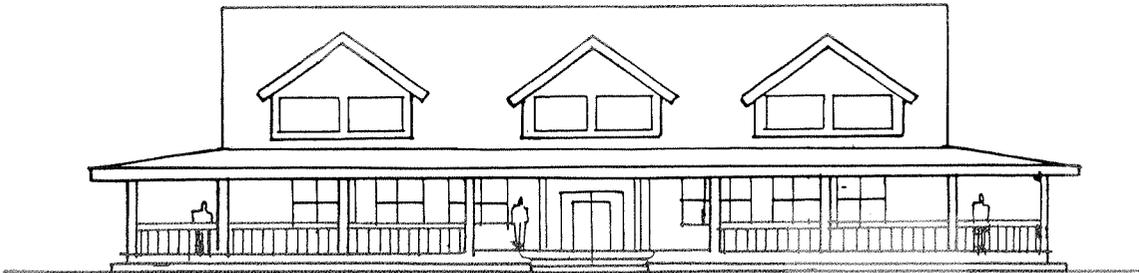
- Except at shopfront locations, the area of solid building wall should be greater than the area of window openings. Small window openings, or grouped windows, are preferred over larger openings.
- Large glazed areas should be avoided. When storefront windows are used, they should be divided by mullions into smaller elements, preferably less than 25 square feet each. Muntins are encouraged to further divide the window into smaller panes.
- Windows should be recessed to produce strong shadow lines.
- Two story buildings should avoid vertical windows over a single story in height. Window openings less than six feet in vertical dimension are preferred.

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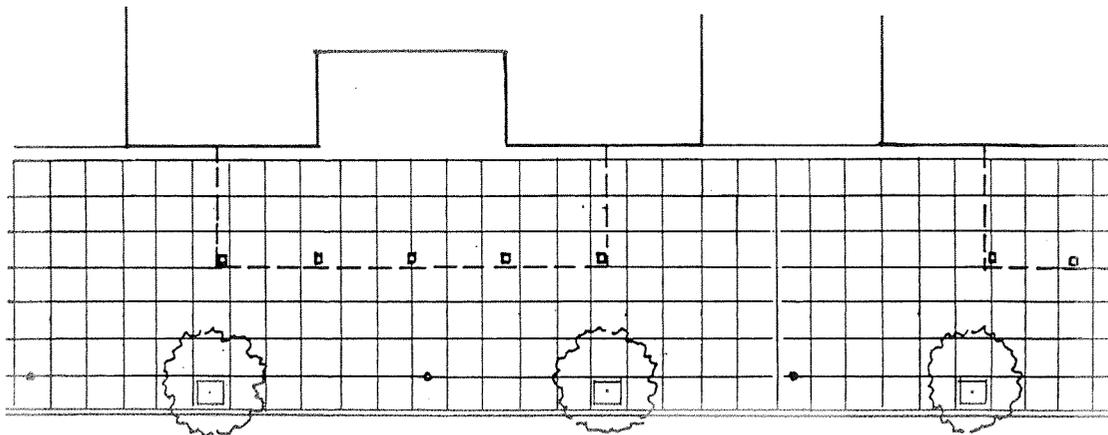
## Principles of Composition: Scale, Proportion, and Rhythm

### Scale

- Scale describes a relationship of building parts to human size, to other building parts, or to a group of buildings.
  - *Porches, dormers, recessed entrances, and eaves are encouraged to scale parts of the building to human size.*
  - *Along street frontages and in yards and courtyards, building elements at ground level should be kept to human size with relatively small parts. Exposed wood beams, columns, porches, exterior stairs, railings, trim, and other details are encouraged.*

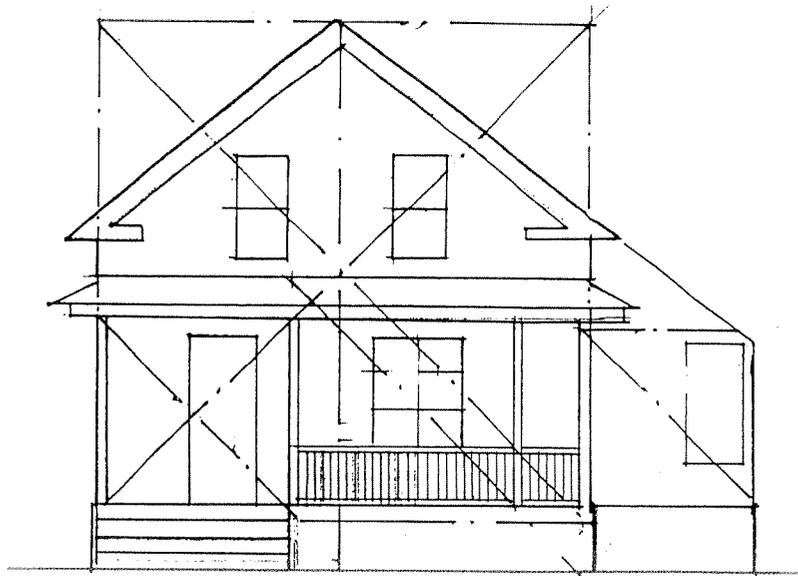


- *Walkways and other paved areas near buildings should be divided into smaller parts. Paved areas should be interspersed with trees or other planting.*



Proportion

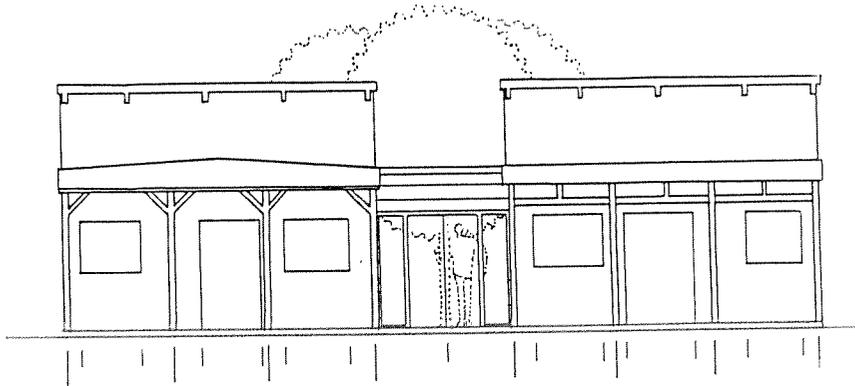
- Proportion is tied to scale. It describes divisional relations of line, area, and volume.
  - *Building facades should have a carefully-studied, pleasing, proportional relationship of width to height.*
  - *Building parts, recesses, window and door openings, and details should relate to an overall system of proportions within the facade.*



**Figure 4-5: Clayton-Pape House**

### Rhythm

- The use of rhythm as an ingredient of composition is tied to the careful use of repetitive spatial or structural parts to give an underlying order. This order can then be interrupted or varied. It is helpful to have some basic order of repetitive parts be apparent, though subtle, so that significant variations have importance.



### Shade and Shadow

- Patterns of light and shadow give buildings depth and substance. Offsets, projections, overhangs, and recesses all may be used to produce effective shadow interest areas. Long unbroken expanses of wall or facade should be avoided along street frontages and corners.

### **Building Materials, Texture, and Color**

- Color selection should show evidence of coordination with the predominant use of color on neighboring buildings.
- Highly reflective or shiny materials should be avoided.

### The following building materials are encouraged:

- Exterior walls.
  - Horizontal wood siding or wood shingles.
  - Walls built of or faced with stone.
  - Natural stone or brick facing (or approved equivalent) at foundations.
- Roofs.
  - Composition shingles (with heavy butts) in earth-tone colors.
  - Wood shingles, if treated for fire resistance.
  - Concrete shingles of earth-tone color.
  - Metal ribbed roofing (weathered metals and earth-tone colors preferred).
  - Avoid bright colors or highly reflective surfaces.

- Details.
  - *Painted or stained timber beams and columns.*

The following building materials are acceptable:

- Walls.
  - *Cement plaster.*
  - *Brick or brick veneer.*
- Roofs.
  - *Clay roof tiles in earth-tone colors.*

The following building materials are not acceptable:

- Walls.
  - *Exposed concrete masonry, including split-face block.*
  - *Glass covering more than 30% of a building's exterior surface area.*
  - *High contrast or brightly colored exterior wall material.*
  - *Glass curtain walls.*
  - *Highly reflective or mirrored glass.*
- Roofs.
  - *High contrast or bright colors.*
  - *Galvanized sheet metal.*
  - *Built-up roofing, except for small areas.*

### **Pedestrian Walkways**

Standards for **public** sidewalks are listed under “Streetscape Design Standards.”

For **private** sidewalks and other paved pedestrian areas, the following materials are encouraged:

- Concrete with textured finish, especially exposed river gravel aggregate and wood board-stamped finishes.
- Tile, if it has non-slip surfaces and is earth-tone in color.
- Crushed granite and earth-tone gravel. Since these materials provide a barrier to handicapped persons, other means of access to the site and building must be provided when they are used.

The following materials are discouraged for private sidewalks and paved pedestrian areas:

- Asphalt is discouraged in areas adjacent to public streets and other high visibility areas. Asphalt is permitted in rear walkways, and paths to parking areas and service areas.
- Brightly-colored tiles.
- Any material with a hazardous surface when wet, or a material that would act as an impediment to a handicapped person.

### **Walls, Fences, and Accessory Structures**

Walls and fences should be designed to be compatible with the surrounding landscape and architectural character of the building.

#### Solid Walls

- Solid walls on primary elevations abutting public streets and sidewalks should be limited to 3 feet in height. Solid walls in other locations may be higher, but should be accompanied by a minimum 18-inch planted edge on each side, except on the interior of service areas.

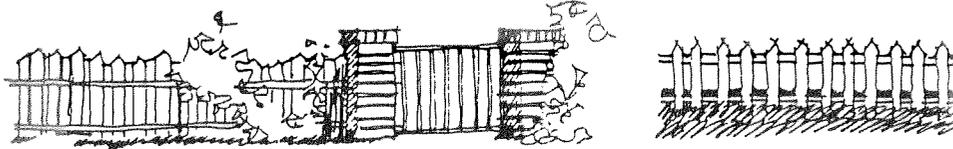
#### Materials of fences and walls

- The following wall and fence materials are encouraged:
  - *native stone (used as structural wall, not as facing).*
  - *wood picket, rail, or split-rail fences.*

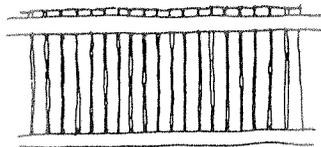
**Figure 4-6: Stone Wall**



**Figure 4-7: Traditional Wood Picket Fence**



**Figure 4-8: Horizontal Rail Fencing Painted to Match Trim of the Main Structure**



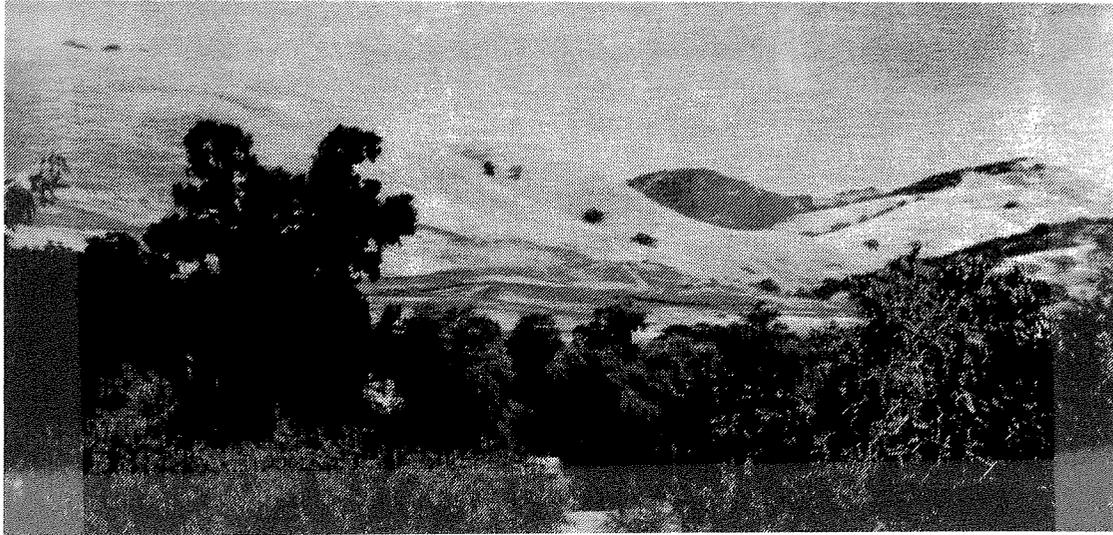
- The following wall and fence materials are acceptable:
  - *common brick.*
  - *cement plaster over wood frame or concrete masonry unit.*
  - *wood fences with historical or rural character.*
  
- The following fence and wall materials are not acceptable:
  - *chain link or open wire.*
  - *corrugated metal.*
  - *brightly colored plastic.*
  - *thin wood lath.*
  - *reed material.*
  - *precast concrete.*

Accessory Structures

- All accessory structures should be designed to reflect the scale and style of the architecture of principal buildings. Patio covers, greenhouses, storage spaces and other ancillary structures should be located and designed to respect the views and other special conditions of adjacent properties.

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## Landscape Character



The landscape concept is to continue the spirit and atmosphere of the old Clayton Town Center, while allowing for some influence of contemporary planting ideas. The plants and landscape patterns recommended are conservative in nature, in order to maintain the continuity and tradition of the old part of the Town Center.

- Existing vegetation—trees, shrubs, ground cover—should be preserved when possible. Site plans must demonstrate that a diligent effort has been made to retain important existing natural features.
- Plant selection should recognize the importance of water conservation and emphasize plant species that require low water use.
  - *Large expanses of turf grasses are discouraged, except in parks or other active areas.*
- All site areas not used for buildings, pedestrian areas, parking, or other designated functions shall be planted. Decomposed granite is an acceptable substitute to ground cover. If used, it shall be wet-rolled in place, and used only on level ground.
  - *Bare ground, because it creates dust in summer and mud in winter, is not permitted.*
- All landscaped areas should have an underground irrigation system capable of sustaining good plant growth. Automatic systems are desirable.
- The following minimum area planting requirements shall be observed. Existing trees and shrubs that are retained may count toward planting requirements. New planting requirements may be further adjusted to reflect the size and density of existing trees and shrubs:

Revised January 2007

At least twenty (20) percent of each site of one acre or more must be landscaped open space. Sites less than one acre must provide at least ten (10) percent landscaped open space.

(Amended by Resolution No. 02-2007, dated 1/16/2007)

- *Paved pedestrian areas, such as sidewalks, patios, and courtyards on the ground, may be counted toward this requirement.*
- *Internal parking lot landscaped areas may not be counted toward this requirement.*

All areas counted toward the landscaped open space requirement must provide the following:

(Amended by Resolution No. 02-2007, dated 1/16/2007)

- *One tree per 300 square feet of the total required landscaped area. Trees shall be 15 gallon size, minimum.*
- *Shrubs, ground cover, decomposed granite, or paved pedestrian areas must cover all remaining required landscaped open space.*

Parking Areas (See “Parking Areas” guidelines for planting requirements.)

- **Planting Guidelines.** The following plant species are listed as examples, not requirements. See Appendix B, “Plant Selection Guide,” for a more extensive plant list.

Vines

- *Wisteria floribunda.*
- *Campsis chinensis* - Chinese Trumpet.
- *Parthenocissus tricuspidata* - Boston Ivy.

Ground Cover

- *Ivy.*
- *Wild strawberry.*
- *Vinca species.*

Shrubs, Small, up to 5 feet

- *Berberis thunbergii* - Barberry.
- *Mahonia japonica* - Holly Grape.
- *Nandina domestica* - Sacred Bamboo.
- *Hydrangea macrophylla.*
- *Chaenomeles lagenaria* - Flowering Quince.
- *Abelia grandiflora.*
- *Raphiolepis umbellata.*
- *Spiraea thunbergi.*

Revised January 2007

Shrubs, Taller

- *Pittosporum tobira*.
- *Eleagnus pungens* - Silverberry.
- *Forsythia suspensa*.
- *Fatsia japonica*.
- *Viburnum species*.
- *Magnolia liliflora*
- *Ilex cornuta* - Chinese Holly.
- *Aucuba japonica* - Gold Dust Plant.
- *Ligustrum texanum* - Texas Privet.
- *Prunus laurocerasus* - English Laurel.

Trees should be selected for size and form, in relation to other nearby trees, and buildings. Sunset's *Western Garden Book* provides the best source of information about plant characteristics.

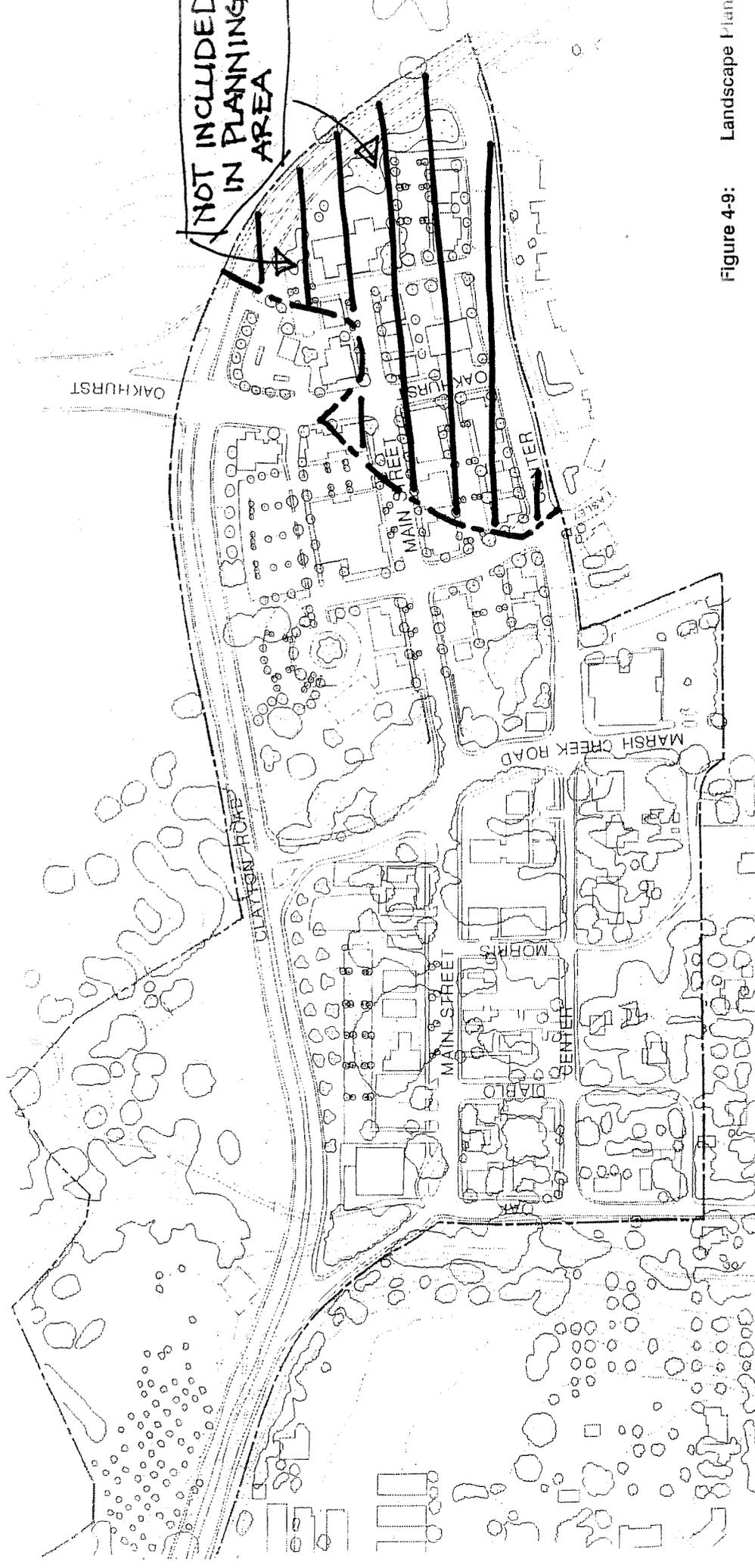
Trees, Small

- *Lagerstroemia indica* - crepe myrtle.
- *Trachycarpus fortunei* - Windmill Palm.
- *Acer palmatum* - Japanese Maple.
- *Albizia julibrissin* - Silk Tree.
- *Cercis sp.* - Redbud.
- *Crataegus sp.* - Hawthorn.
- *Arbutus unedo* - Strawberry Tree.

Trees, Medium

- *Eriobotrya sp.* - Loquat.
- *Eucalyptus sp.*
- *Hymenosporum flavum*.
- *Leptospermum laevigatum* - Tea Tree.
- *Ligustrum lucidum* - Tree Privet.
- *Magnolia sp.*
- *Maytenus boaria* - Mayten.

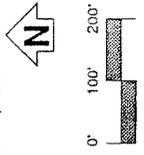
Figure 4-9 following this page presents the Landscape Plan for the Town Center.



NOT INCLUDED  
IN PLANNING  
AREA

**Figure 4-9: Landscape Plan**  
 Note: This map is not dimensionally accurate and can not be relied upon for measurements of distance or land area.

Naphthail H. Knox & Associates, Inc.  
 Barton-Aschman Associates, Inc.  
 Gerald Gaer, AIA & Daniel Hillmer, AIA, Urban Design  
 Miranda & Associates  
 Garrett Eckbo, ASLA



- EXISTING TREES
- PROPOSED TREES
  - SINGLE SPECIMENS
  - TRIPLE SPECIMENS
  - MULTIPLE GROUPS

**TOWN CENTER  
 SPECIFIC PLAN  
 AMENDED BY  
 PN 65-98, DATED 12-1-98**  
 City of Clayton, California

## Preservation of Historic Buildings



Clayton Town Center's history is recorded in the few remaining structures built before the turn of the century. New development should recognize, respect, preserve, and be compatible with the historic buildings and mature plantings in the existing Town Center.

A building exhibiting historic character from the period in which it was built can substantially contribute to the character of a new development.

### **Historic buildings will fall into one of the following categories:**

- An existing structure may already be a Designated Historic Site (The DeMartini Winery) or may be part of a Designated Historic District.
- In other cases a site may not be designated, yet it may have historic or architectural significance to Clayton, Contra Costa County, or California. If a site is suspected of being historically significant, the following steps should be taken:
  - *Contact Planning staff of the Town of Clayton for assistance.*
  - *Research to establish the validity of the site's historic role.*
  - *Nominate the site for historic registration if it so merits.*
  - *Incorporate existing buildings on the site into new improvements and development.*
- The third possibility is that a building or site has a distinct historic character but does not necessarily qualify as a Designated Historic Site.

### **Guidelines for Design Review**

- Alterations and additions to buildings that are Designated Historic Sites or located in a Designated Historic District should follow the Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" published by the U.S. Department of the Interior. A copy of the "Standards" is located at the City offices.
- The State of California Historic Building Code shall be used in place of local building codes in the case of qualifying historic structures.
- New buildings which are built on the same site as, or adjacent to, buildings of historic character, should be designed to be respectful of the older buildings. Without mimicking the older buildings, new structures should consider the compatibility of details, materials, textures, colors, and landscape features.
- New buildings or building additions must demonstrate, to the satisfaction of the Planning Commission, that impacts on adjacent historic structures have been mitigated.

### **Relationship of New to Existing Development**

All development proposals should show evidence of harmony with neighboring properties through their site planning, arrangement of building forms, and landscape design.

The degree to which neighboring properties and buildings must be considered in the design of a new project will depend on the value, architectural quality, and estimated tenure of improvements on the neighboring property, as well as the particular requirements of the new project.

Projects presented to the Planning Commission should show important features of adjacent sites. Existing features should be shown in sufficient detail to enable evaluation of the relationship of the proposed development to its context. Eye level perspective sketches of the proposed project and its immediate neighbors, as seen from the street, sidewalk, or other public place are encouraged.

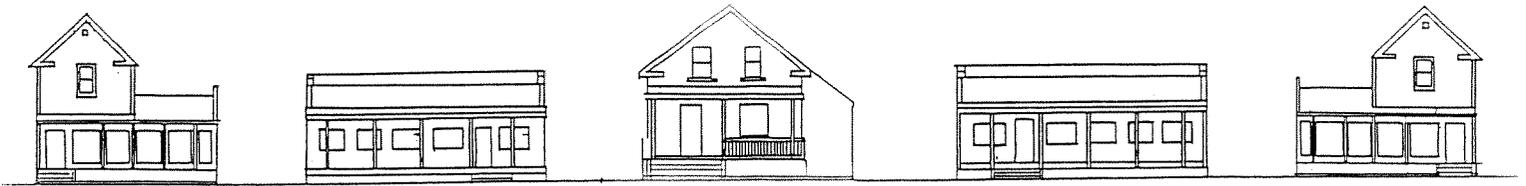
### **Site Planning Considerations**

- The site organization should compliment the arrangement of buildings, open spaces, and landscape patterns on adjacent properties. When possible, buildings should be located for mutual advantage of shared open spaces, sunlight, circulation, parking, and views. Landscape features on adjacent properties should be compatible.
- When feasible, new development should be linked to adjacent properties by common circulation areas for people and cars. The method of shared circulation, parking, or walkways will vary depending on the specific site conditions. When no

development exists on adjacent properties, give consideration to how the sites can develop common circulation linkages in the future.

### **Architectural Relationships between New and Existing Buildings**

- In both the existing Town Center and its new expansion area, new buildings and additions should be designed to respect the scale, in height and width, of surrounding buildings.
- Buildings of different size, form and materials can relate to each other through the use of common proportions, window and story heights, belt courses, porches, building bases, and other elements in a pattern that relates to neighboring buildings.



### **Parking Areas**

Parking in the Town Center includes both the on-street and off-street supply. The following guidelines apply:

#### **On-street parking:**

- Diagonal parking is located on both sides of Main Street.
- Parallel parking is found on most other streets.

#### **Off-street parking:**

- Parking should not be located in required setback areas.
- Parking should not be located between a building and the street.
- Locate parking to the rear of the property. A less desirable solution, but acceptable when special conditions exist, is to locate the parking to the side of the buildings.
- Locate access for service vehicles, trash collection, and storage areas on minor streets and parking lots when possible.
- Existing mature trees shall be retained and integrated into the layout of parking areas.

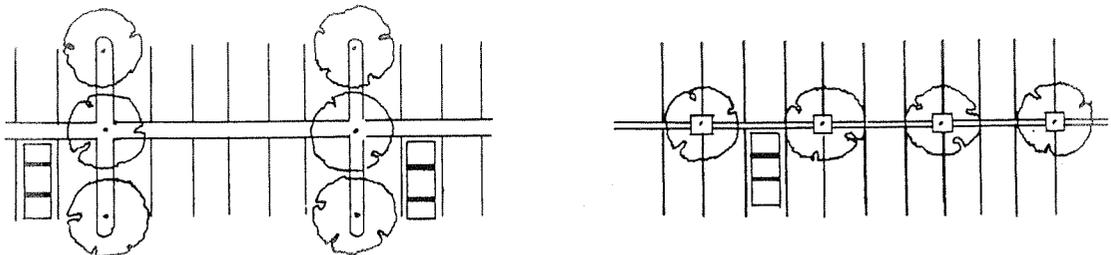
- Curb cuts for driveways should be limited to a minimum number. Except in special cases, only one curb cut on a public street shall be permitted for each property.

Parking lot perimeters

- *Off-street parking lots should be visually screened from street view by planting or a combination of planting and low walls. A continuous screen at least 30 inches high should be formed by the wall or planting. If shrubs are used to create this screen, the shrubs should be a minimum of 30 inches in height after two years growth. Space shrubs in massed plantings so that branches intertwine after two years average growth. Open wood fences may be used, but only in combination with vegetation to fully screen the parking area from view.*
  - *Planted perimeter areas must be at least 5 feet deep along public streets and interior property lines. Provide at least one tree (minimum 15 gallon size) per 150 square feet of perimeter area between the property line edge and the parking lot.*
- Parking lots must be set back at least 5 feet from the face of a building.

Internal parking lot planting

- *Parking lots should include internal planting to develop tree canopies that soften the visual impact of the lots and provide relief from heat build-up. For all parking lots greater than 6,000 square feet, an internal area at least 10 percent of the total parking area should be planted with a combination of trees and shrubs. Tree spacing should be such that every designated parking space is within 30 feet of the trunk of a tree (minimum 15 gallon size).*



## Signs

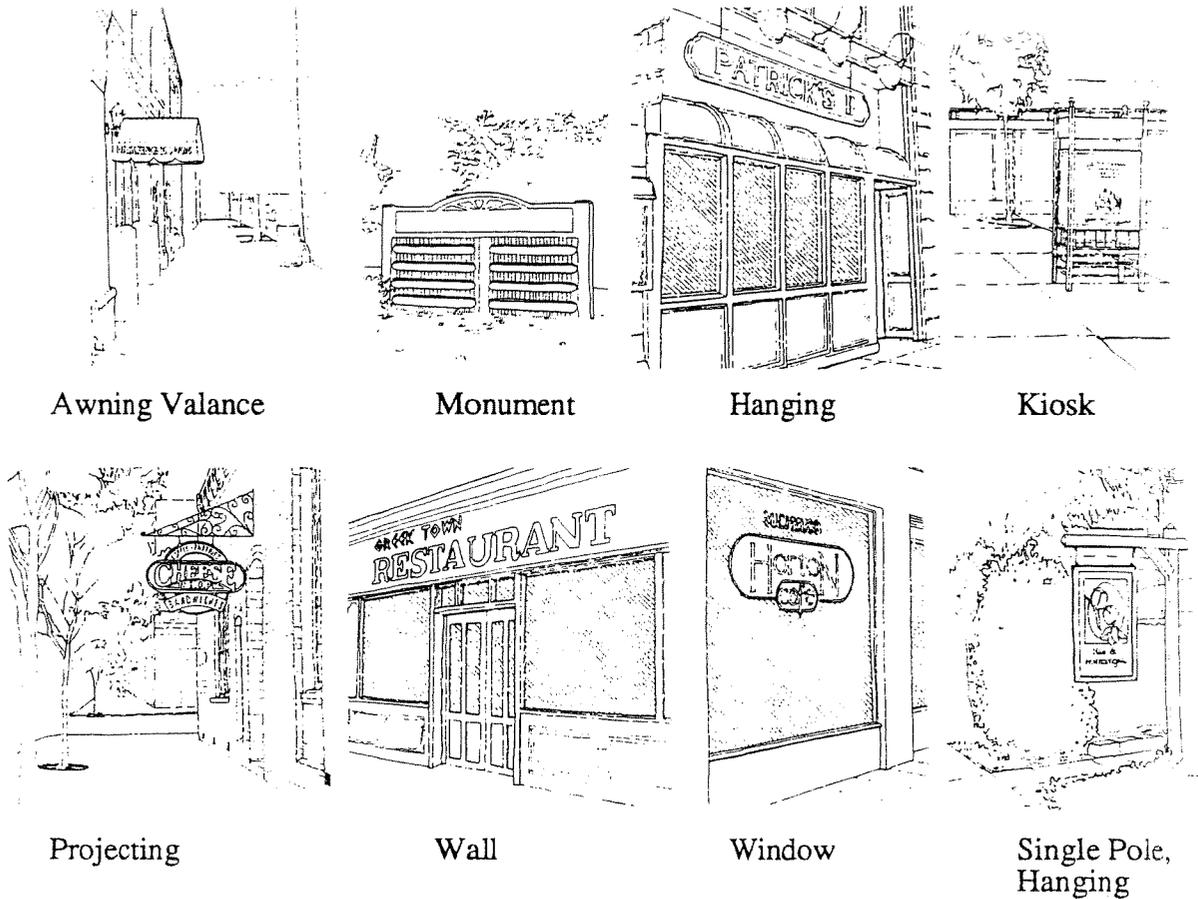
### General Design Criteria

- All signs should be a minimum size and height to adequately identify a business.
- Signage design should be carefully integrated with site and building design to create a unified appearance for the total property.
- Signs should be carefully located for safety so as not to block driveway views of oncoming traffic.
- Illumination should be projected onto the sign face. The light source should be fully shielded from view. Internally illuminated plastic signs are prohibited.
- Color of all signs and sign components should be limited to 3 in addition to black and white.
- Typefaces should be chosen for their simplicity and clarity. Signs on older buildings are encouraged to use a typeface which was used in the period the building was built.
- Sign posts and other structural elements should be made of wood or metal with a white, earth-tone, black, or natural stain finish. Reflective or bright colors are not permitted.
- No sign, other than a sign installed by a public agency, should be placed in the public right-of-way on sidewalks or streets. All such signs should clear pedestrian spaces with a minimum headroom of 8 feet.
- No signs are allowed above the highest portion of the building.
- A master signage program shall be designed for projects containing three or more business establishments.

**Recommended Sign Types.** The following types of signs are recommended:

- **Awning Valance:** A sign or graphic attached to or printed on an awning's valance.
- **Monument:** A sign supported by one or more uprights or braces on the ground.
- **Hanging:** A sign attached to and located below any eave, canopy or awning.
- **Kiosk:** A small freestanding structure which has one or more surfaces.
- **Projecting:** Any sign which projects from and is supported by a wall of a building with the display of the sign perpendicular to the building wall.
- **Wall:** A sign affixed directly to an exterior wall or fence.
- **Window:** A sign affixed to or behind a window.
- **Single Pole Hanging Sign:** A sign which is suspended from a horizontal arm which is attached to a pole.

Figure 4-10: Sign Types



**Sign Area And Number**

Maximum letter and symbol height

- Eight inches on all sign types except wall and hanging signs, which may be 12 inches in height.
- Sign areas are limited in size and vary with sign types.
- To calculate the size of a sign, measure:
  - The area of the box or outline which contains the sign, or
  - In the case of unboxed letters or symbols, the area of the smallest rectangle which would enclose all of the letters or symbols.

- Only one face of a double-faced sign with parallel opposing faces, and bearing identical copy, shall be used in calculating sign area. Signing and illumination shall be limited to no more than two opposing faces.



Measure The Sign Box



Measure The Imaginary Box

**Fig. 4-11: Measuring a Boxed Sign**

**Fig. 4-12: Measuring an Unboxed Sign**

Sign areas are limited in size and vary with sign types. Maximum permitted areas are:

- Awning Valance: 3 square feet.
- Monument: 12 square feet.
- Hanging and Wall: 12 square feet.
- Kiosk: 24 square feet (total of all faces).
- Projecting: 8 square feet.
- Window: 6 square feet (no larger than 25% of the window on which it is displayed).
- Single Pole, Hanging: 6 square feet.

Sign size may be considered for large buildings on a case-by case basis.

#### Properties with more than one tenant

The following number and area of signs are permitted:

- One sign to identify the complex, not to exceed the size limits previously listed, and
- One sign for each individual tenant, to a maximum of 10 square feet, but not to exceed the limits of any sign type listed previously, and
- Up to two building directory signs located at principal pedestrian entrances, each not to exceed 8 square feet.

#### Sign height limits

- Awning Valance and Projecting: 10 feet (all dimensions are above grade).
- Monument: 3 feet.
- Hanging and Wall: 15 feet.
- Window: 7 feet.
- Kiosk and Single Pole Hanging: 7 feet.

### Residential Signs

Multi-family residential properties of 12 or more units may have one sign of 10 square feet or less. Only monument and single pole hanging signs are permitted for residential use.

### Addresses

Address numerals are not counted toward signage area, nor are traffic direction or public information signs.

### **Prohibited Signs**

The following signs are prohibited:

- Roof and parapet signs.
- Internally illuminated plastic signs. All plastic signs are strongly discouraged.
- Back-lighted signs which appear to be internally illuminated.
- Pole signs. (Only Single Pole Hanging signs are permitted.)
- Portable or mobile signs.
- Signs which cover or interrupt architectural features.
- Off-site signs.

### **Site Lighting**

#### **General Requirements**

- Limit the amount and intensity of lighting to that necessary for safety, security and to compliment architectural character. Lighting is not permitted which would spill onto—or interfere with the character of—the surrounding neighborhood.
- Lighting which is visible from adjacent properties or roads must be indirect or incorporate full shield cut-offs.
- Service area lighting should be designed to avoid spill-over into adjacent areas.

#### **Parking Area Lighting**

- For commercial parking areas, overhead lighting should be mounted at a maximum height of 15 feet above the paved surface.
- For residential parking areas, overhead lighting should be mounted at a maximum height of 10 feet. The placement of lighting in residential parking areas should avoid interference with bedroom windows.

### **Walkway, Garden, and Pedestrian Area Lighting**

- Overhead fixtures used for pedestrian areas should be limited to a height of 10 feet, with a minimum of 8 feet vertical clearance.
- Along walkways, low-level lighting fixtures mounted on short posts are encouraged. Shatterproof coverings are recommended. Posts should be located to avoid hazards for pedestrians or vehicles.

### **Building Equipment And Services**

Carefully locate and design building equipment and services to minimize their visual impact on public streets and neighboring properties.

Trash containers and outdoor storage areas should be screened from view from public streets, pedestrian areas, and neighboring properties. The screen for trash containers should be designed to be compatible with the architectural character of the development and be of durable materials.

Locate utility meters and other mechanical and electrical equipment in service, loading, or screened areas. Exterior surface-mounted utility conduit and boxes should be kept to a minimum. Where they do exist, they should be designed, painted, or screened to blend in with the design of the building to which they are attached.

Mechanical equipment, solar collectors, satellite dishes, communication devices, and other equipment should be concealed from view from public streets, adjacent properties, and pedestrian-oriented areas to the extent technically practical.

- Where solar panels are attached to buildings they should be integrated into the architectural design of the building. Solar panels which are not attached to buildings should be integrated into the landscape design by using berms, natural slopes, or similar devices. All plumbing and storage tanks associated with solar panels should be concealed from view from streets, sidewalks, the trail system, and neighboring properties.

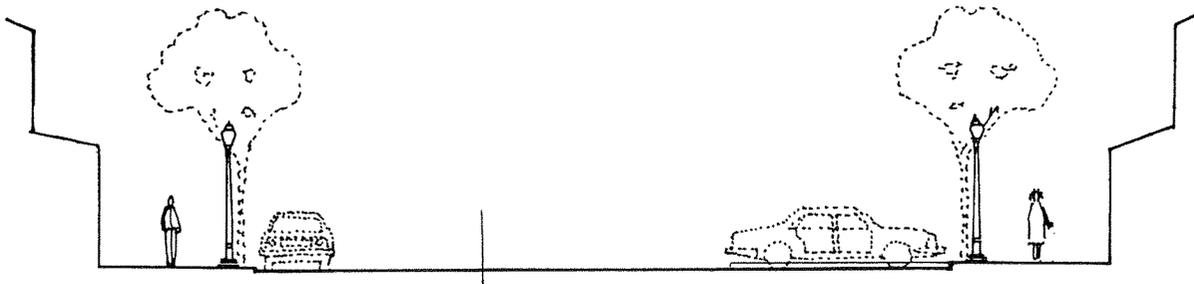
Roof-mounted equipment is discouraged. When such equipment is necessary, it should be screened from view from roads, the trail system, adjacent properties, and pedestrian areas. Special attention should be given to changes in elevation which may provide a view down to a roof. In this case, enclose the equipment in a screened shelter or design the layout of exposed equipment in an orderly fashion. Paint the equipment in a color similar to the rest of the roof.

Screening devices (roof-top and at ground level) should consider the following elements:

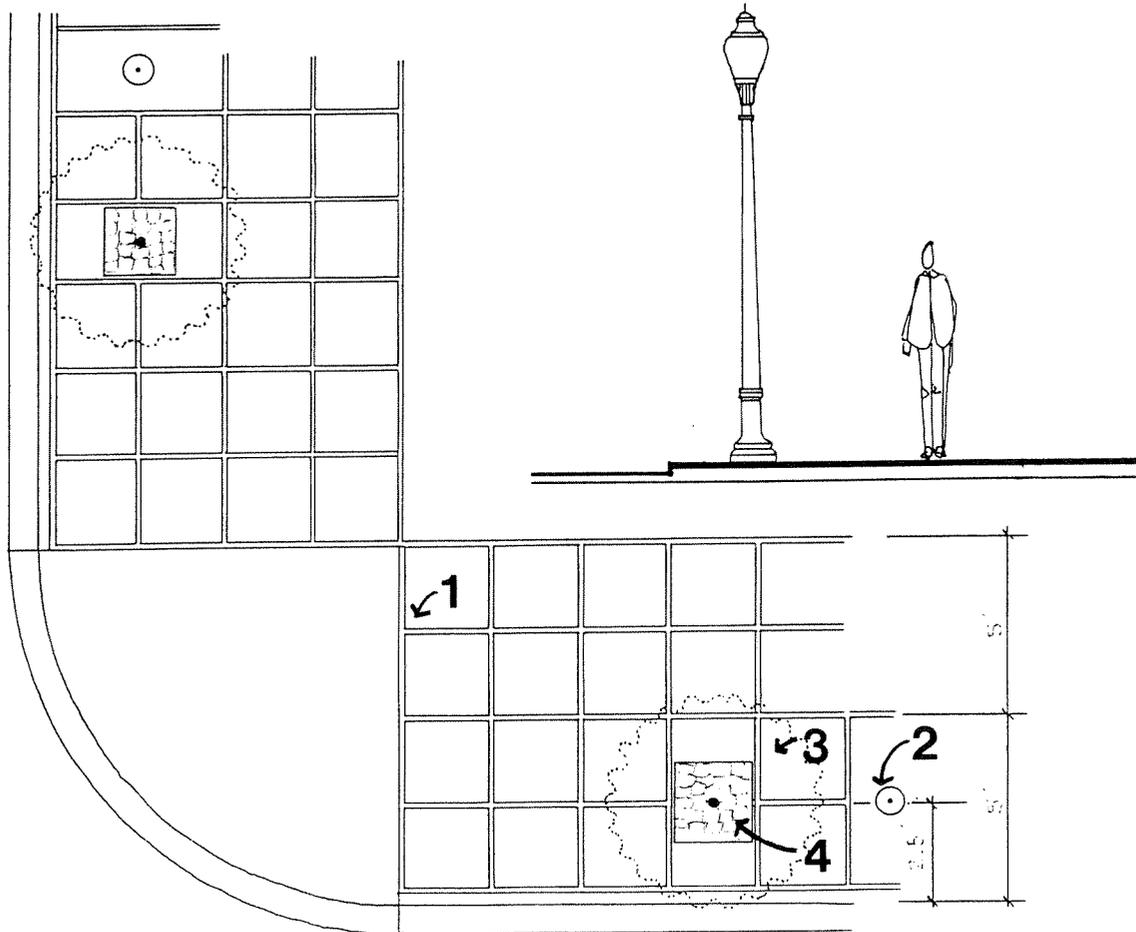
- Architectural screens should be an extension of the development's architectural character.
- Screen walls should be constructed of low maintenance and durable materials which are consistent with the main building's materials.
- Landscaping should be used in conjunction with building materials to complement ground level screening devices.

### Streetscape Design Guidelines

The following guidelines apply to *public* street and sidewalk spaces.



**Figure 4-13: Possible Main Street Cross-Section With Parallel Parking One Side**



**Figure 4-14: Main Street–Corner With Streetscape Elements**

**1. Concrete sidewalk and vertical curb**

- Exposed aggregate (river gravel) finish. Divide into modules (module size variable) with 2" x 4" wood dividers pressure-treated for ground contact. Natural green color.
- Process for exposed aggregate: Place concrete, strike off, float and trowel. When set sufficiently for walking, expose surface by brooming and hosing until aggregate is uniformly exposed.
- Curb: Poured-in-place vertical curb, standard finish (not exposed aggregate). Granite curbs or an acceptable alternative may be substituted for concrete curbs along Main Street, in lengths of at least a full block.

## 2. Street light fixture

- Use the City's existing historical street light fixtures in the old Town Center. Refinish and adapt as necessary.
- In the new area of the Town Center, and as a supplement to the City's existing stock of historical fixtures, use the following:
- Western Lighting Standards "San Diego" series (or equivalent). All cast aluminum 12 foot high pole with 175-watt metal halide light source. Pole color – black. Clear polycarbonate globe.

## 3. Street trees

### Main Street

- *Quercus agrifolia* - Live Oak, or *Quercus ilex* - Holly Oak.
- *Aesculus californica* - Buckeye.
- *Schinus* - Pepper Tree.

### Marsh Creek Road

- *Ligustrum japonicum* - Japanese Privet.
- *Magnolia grandiflora* - Evergreen Magnolia.
- *Maytenus boaria* - Mayten Tree.

### Oakhurst Boulevard

- *Pinus halepensis* - Aleppo Pine, and *Pinus Pinea* - Italian Stone Pine.
- Selected Eucalyptus.
- *Betula papyrifera* - Canoe Birch.

## 4. Street tree base

- Large cobblestones laid in sand with top elevation matching the adjacent sidewalk. The cobblestone area should not exceed 3 ft. x 3 ft. A minimum of 6 ft. of the sidewalk width must be concrete finish, unobstructed by the cobblestone tree base.

## 5. Benches

- "Warwick" model manufactured by Green Brothers Limited, (or equivalent), available through Lister Teak, Inc., Exton, Pennsylvania, and other distributors. This is a traditional English style park bench. Available in 6 ft. and 8 ft. lengths.

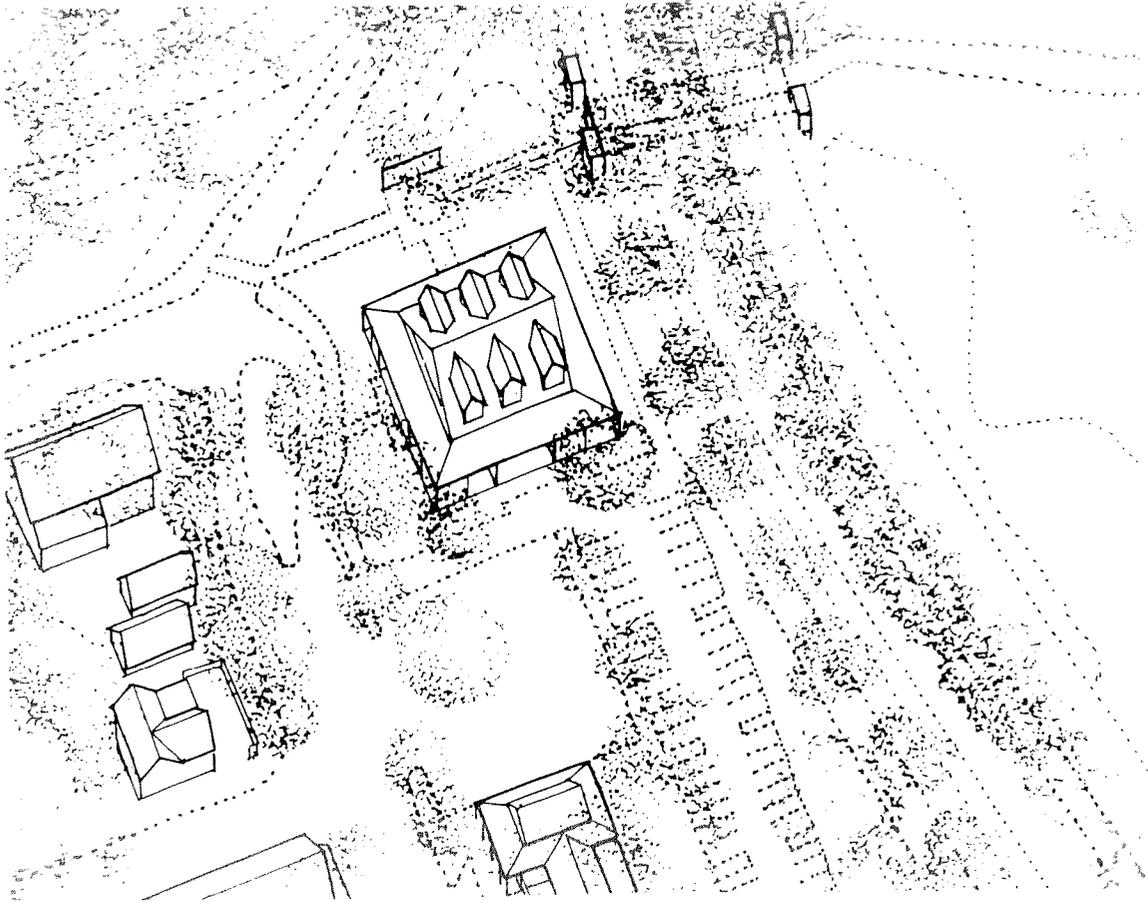


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## **GUIDELINES FOR SPECIAL AREAS AND SITES**

Special design considerations and illustrative sketches for key areas of the Town Center are described in this section.

**Figure 4-15: The New City Hall Site**



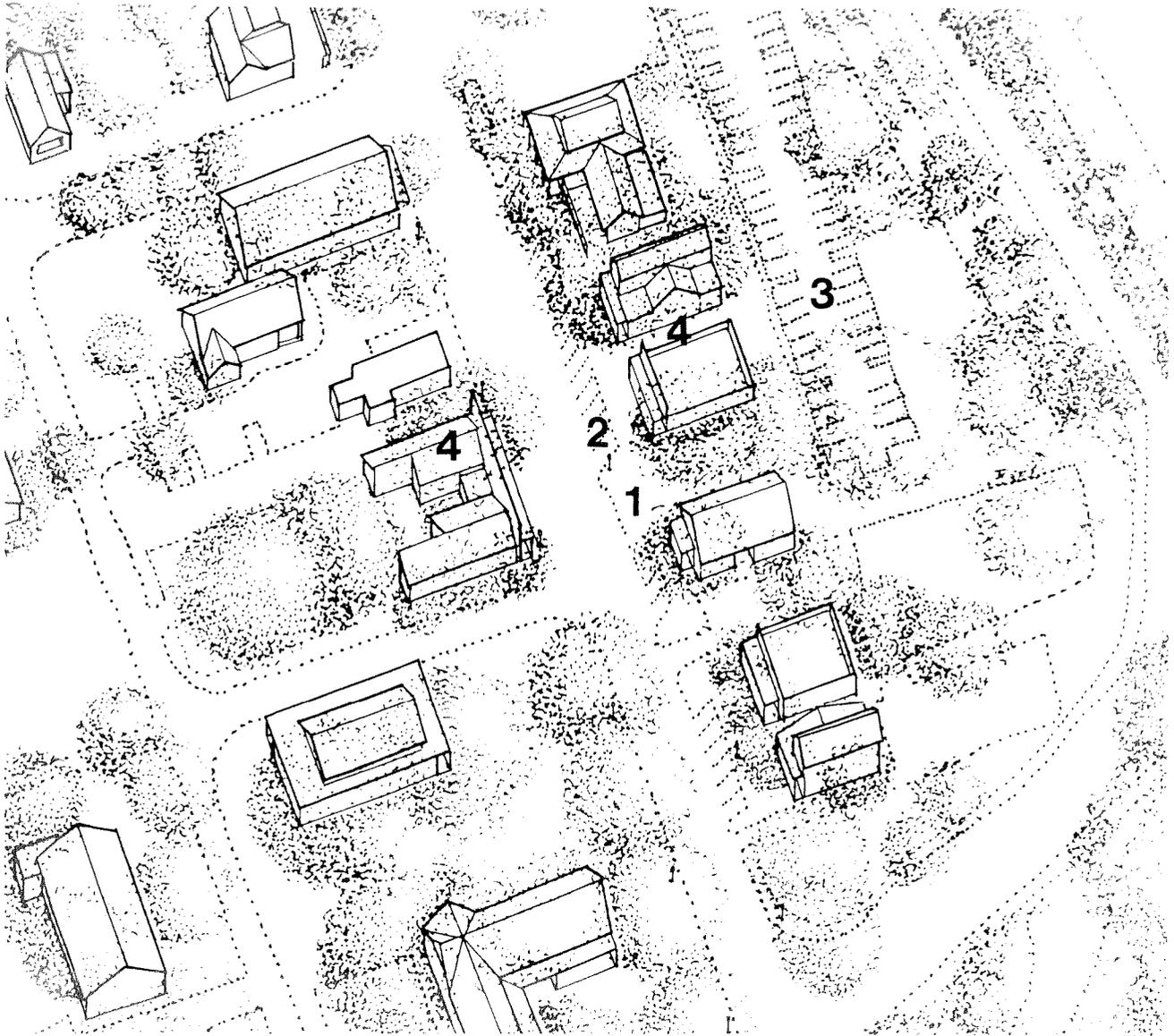
Locating the new City Hall at the west end of Main Street offers the following advantages and opportunities:

The City Hall will be highly visible from Clayton Road and will become the Town Center's most important building.

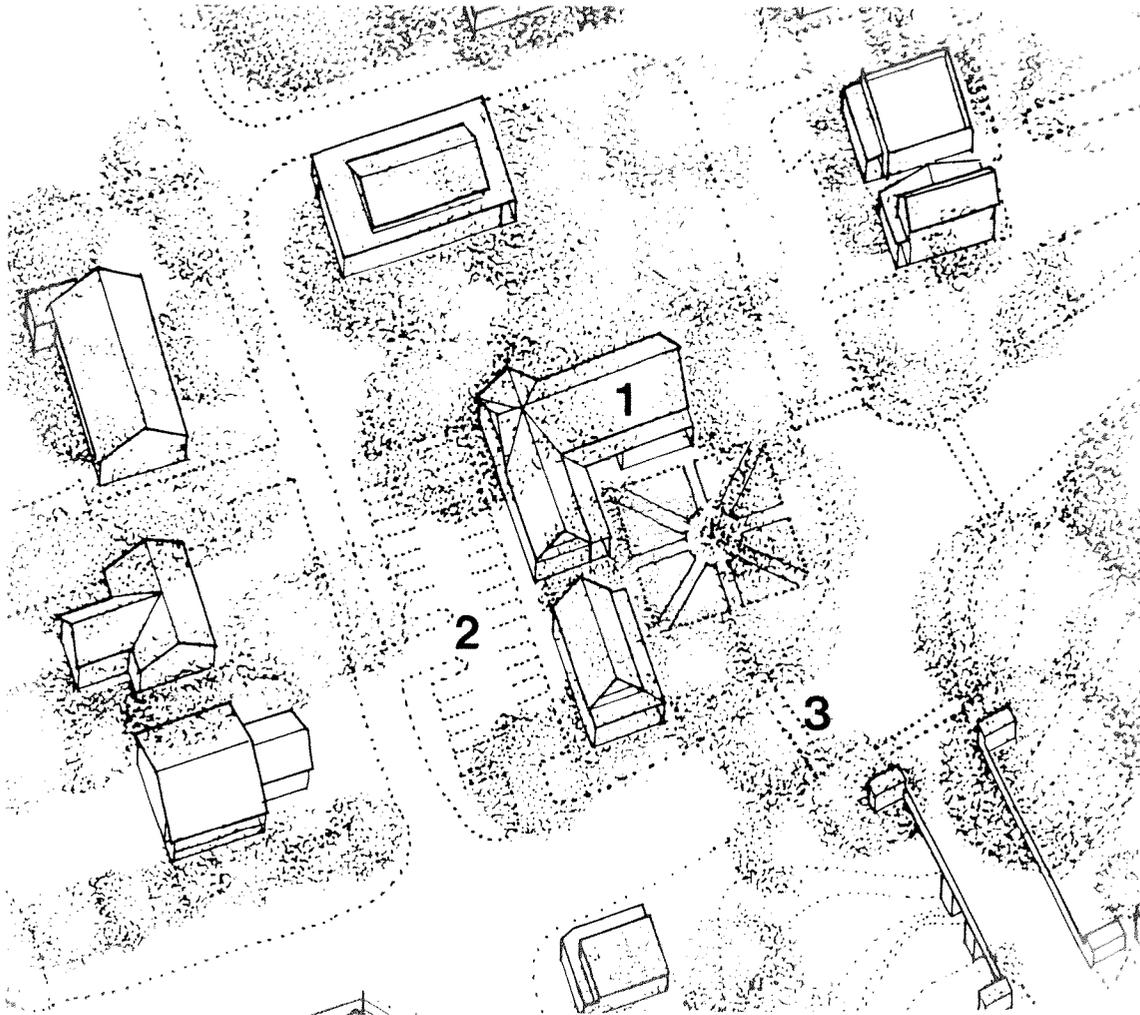
The site provides a direct pedestrian connection to the Historic and Cultural Center through the pedestrian underpass. This linkage should be incorporated into the design of the City Hall and its grounds, and should be extended to the Mitchell Creek/Oak Street Park as well.

City Hall and public parking for the west end of the Town Center is located east of the building, between Clayton Road and the Main Street commercial buildings.

**Figure 4-16: Main Street West of Marsh Creek Road**



1. New street, sidewalk, and street lighting improvements.
2. New diagonal parking.
3. New public parking, south of Clayton Road. One or more access drives from Main Street are needed, their location subject to negotiation between the City and the property owners.
4. New private “infill” development compatible with neighboring buildings.

**Figure 4-17: “The Grove”**

The Clayton Town Center needs a strong focus and a gathering place. Historically, The Grove served this function for special events. The canopy of eucalyptus trees and The Grove’s corner location make it the “natural center” of town. Away from the corner, there is potential for a commercial development that will preserve the natural setting while enlivening the corner for informal gatherings and public events. The Plaza in Mill Valley, with its cafe, is an example of a similar space. Design considerations include:

1. Siting of one- or two-story buildings to frame an open space facing Main Street and Marsh Creek Road. Incorporate as many existing trees as possible into the plan and add new planting to reinforce and to succeed the existing tree canopy.
2. Locate parking south of the buildings, with access from Center Street, to emphasize the pedestrian nature of the site along Main Street and Marsh Creek Road.
3. Design a strong pedestrian connection across the Marsh Creek Road/Main Street intersection.

(Amended by Resolution 65-98, dated 12/1/98)

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FIGURE 4-18: MOUNT DIABLO CREEK AND CREEKSIDE PARK

DELETED BY RESOLUTION 65-98, DATED 12/1/98

## **DESIGN REVIEW SUBMITTAL REQUIREMENTS**

This section lists submittal requirements for all projects subject to Design Review. Ten copies of all drawings must be submitted. All copies must be folded to fit an 9” x 13” envelope, unless they are so thick they can only be rolled up.

Submittals are to be as clear as possible and follow accepted conventions of drawing—*i.e.*, all drawings clearly labeled, dated, scales shown, north arrow on plans, clear and readable line work. Responsible persons should be named.

Proposals should not be presented open-ended with expectations that the City staff or Planning Commission will make decisions.

Additional information, drawings, or other materials necessary to describe the project may be requested by the City, depending on the nature of the project or site. Also, depending on the project’s nature, not all of the listed requirements may be needed. The applicant should discuss proposed modifications with the Planning staff.

The applicant may include additional information or materials such as sketches, models or photos if they help explain the proposal. *Photos of the site and surrounding properties are always required.*

### **Preliminary Review**

Developers that elect the optional step of Preliminary Review may submit drawings or other materials appropriate to the nature of the project and extent of planning studies completed. In most cases, site design, location of buildings, grading, basic form and height of buildings, and landscape concepts will be important. Building elevations, perspectives, and other information may be presented, but kept in preliminary form.

### **Submittal Requirements**

#### **Site Analysis** (Analysis of existing site conditions)

To enable evaluation of development proposals in relationship to existing conditions on the site, the following information must be presented on one or more drawings, accompanied by photographs and, if needed, written description.

Basic site information (to be located on the drawing): Site boundaries with dimensions; building setback lines and easements; existing streets, sidewalks and public right-of-ways; existing structures (including historic structures) and other built improvements.

Existing natural features (to be located on the drawing)

- Trees 6 inches or more in trunk diameter. Note trunk size and species.
- Topography. Existing contours at 2-foot intervals with areas of slope over 25% highlighted.
- Patterns of surface drainage, including location of dry and running streams, washes, and natural swales.
- Location of flood zone.
- Locate other significant natural features which are either site amenities or potential hazards in development.
- Designated trails.

Cultural resources assessment. A cultural resources assessment shall be conducted by a qualified expert (approved by the Community Development Director) prior to development of every developed parcel which contains over 10,000 square feet of undeveloped area, as well as every vacant parcel. (Added by Resolution No. 02-2007, dated 1/16/2007)

Photographs of the site and neighboring environment. Provide photographs of the existing site and site conditions on adjacent properties within 400 feet of all site boundaries (including buildings on adjacent sites). Include photos of views to and outlooks from the site. Clearly label each photograph.

Written summary. A brief written synopsis should summarize:

- Existing site amenities and assets.
- Site areas in need of special consideration or to be avoided due to such problems as poor soil, drainage, steep slope, high water table, flood plain location.
- This synopsis may be noted on the Site Analysis drawing.

## **Site Plan**

Boundaries and public improvements

- Site boundaries, building setback lines, public streets and sidewalks (as proposed—include widths), other proposed public improvements (curbs, gutters, curb cuts).
- Include dimensions.

Streets, sidewalks, and parking areas within the site

- Include dimensions of driveways, parking areas, and sidewalks.
- Show location and label materials of areas of special paving such as walkways, courtyards, patios, and porches.
- For parking areas show layout of spaces, areas of landscaping, dimensions of spaces and aisles, and arrows indicating direction of flow. Number the parking spaces. Indicate compact and handicapped spaces.

Revised January 2007

### Structures

- Location and dimensions with respect to lot lines.
- Include fences, walls, and accessory buildings proposed. Give heights of fences and walls.

Show location of dumpsters and loading areas.

Grading and Drainage may, at the option of the applicant, be drawn on a separate plan which should include:

- Existing and proposed contours at 2 foot intervals.
- Finished floor elevations of proposed structures.
- Indication of all water courses, with spot elevations of high and low points.
- Area and depth of cuts. Location and height of fills.
- Show retaining walls and adjacent spot elevations.

### **Landscape Plan**

Show at same scale as Site Plan. In the case of small projects, the Landscape Plan may be combined with the Site Plan.

Existing trees 6 inches or more in diameter with their proposed disposition (to be retained or removed). Give species and trunk diameter of each.

Proposed location, species (give common and Latin name), and size (gallon or box size, at planting) of all new plant materials.

- Use symbols and a legend as necessary. Show all plant materials to scale.
- Ground cover may be indicated in mass.

Describe method of irrigation. Describe drainage provisions for oak trees.

Describe means of erosion control, if applicable.

### **Building Floor Plans**

**Building Elevations** (show all elevations)

- Note all finish materials on drawings.
- Provide color samples on one color board.
- Dimension building heights from finish grade.
- Include exterior walls and fences with heights dimensioned.
- Show locations and sizes of building-mounted signs on building elevations.
- Show location of mechanical equipment, roof equipment, electrical transformers, and solar panels on building elevations. Show means of screening roof equipment.

Revised January 2007

## **Sections**

One sectional drawing is suggested at a suitable scale to show relationship of buildings to the site, the public street, and the parking area. This item is required on sites with slopes over 25%, but otherwise is optional.

## **Signs**

Provide a scaled drawing of each proposed sign with exterior dimensions and mounting height called out. Give total area of each.

- Draw or provide sample of letters and logos, and the full message to appear on the sign.
- Describe materials and colors of background and letters.
- Give means and magnitude of illumination.

## **Lighting**

Provide a site lighting plan with location, type, fixture height, power rating, and shielding methods indicated. Include security lighting. Show elevation drawing or manufacturer's photo of each fixture, including its material and color.

**Statistical Summary.** Provide a written summary of—

- Site areas. Total area of site, area-covered by buildings, area covered by parking lots and driveways, and net area of site landscaping—all in square feet.
- Buildings. Total enclosed building area. If a residential project, give number of units and development density (units/acre).
- Number of parking spaces required and proposed.

This information may be noted on the Site Plan drawing.