

CITY OF **LACANADA FLINTRIDGE**

DATE: February 24, 2015
TO: Planning Commission
FROM: Community Development Director
SUBJECT: OTHER BUSINESS: A. Story Poles Discussion

Commissioners:

Attached is the current application attachment for story poles. Please note that there is a recommendation to provide story poles for Hillside Development Permits, R-3 developments and RPD developments, but not a requirement. There are also no specific directions on how to erect the story poles other than balloons to denote corners.

The Community Development Director is suggesting that marks be added to each story pole at one foot intervals. This could be accomplished with black 12” bands every other foot along the vertical length of the pole. The suggestion is also to place a red band at five foot intervals. These and other suggestions should be discussed further.

The code section within the HDP Chapter is:

§11.35.050.A.10. Recommended for complete understanding of the proposal where appropriate, a three-dimensional scale model of the project site, on-site erection of a full-size mockup (either balloons denoting building corners or a story pole frame), perspective views, building plans or such other graphic information.

XIII. STORY POLE AND SITE MARKING REQUIREMENTS

Story poles are temporary frame structures used to visualize the outline of a proposed permanent structure. They shall be installed, and the site shall be marked, according to the following standards:

1. Procedure

- a. Prior to formal project submittal, a **Site Marking Plan shall be submitted** to the City, indicating the location and height of each story pole and/or other site features and/or building footing outline. Unless otherwise approved by the City, this plan shall be based on the roof plan combined with the site plan. No story poles shall be installed until this plan is approved by the City as adequately showing the outline of the proposed building or other site features.
- b. **Staff will not schedule a hearing until the story poles and related installation materials are in place.**

2. Construction

- a. Story poles shall be of sufficiently rigid and durable material as to last for at least 3 months. PVC pipe is not permitted.
- b. Building eaves, ridges and other prominent horizontal features shall be constructed with materials specified above strung with durable pennant streamers, and shall be clearly distinguished through use of different colors. **Florescent orange shall be used to denote building ridges and florescent green shall be used to denote eaves.**
- c. Other site features and/or building footing outline shall be marked on the ground as indicated on the approved Site Marking Plan.

3. Certification

- a. Prior to story pole installation, the applicant shall sign a waiver absolving the City of any liability associated with the construction of, or damage by, the temporary story pole construction.
- b. The story poles shall be installed by a licensed contractor. The contractor, or a licensed engineer, architect, or surveyor, shall complete and sign a City form certifying the accuracy of the installation.

4. Removal

The story poles shall remain in place until the appeal period has expired, or until a City Council appeal action has been made, whichever comes last. Removal shall occur within 3 days of that date.

STORY POLE CERTIFICATION

Site Address: _____ I, _____, hereby certify that the story poles installed at the above address are consistent in height and location with the roof, site and elevation plans drawn by:

_____ and dated _____.

Signed

Date

Name

Title

License Number

License Expiration Date

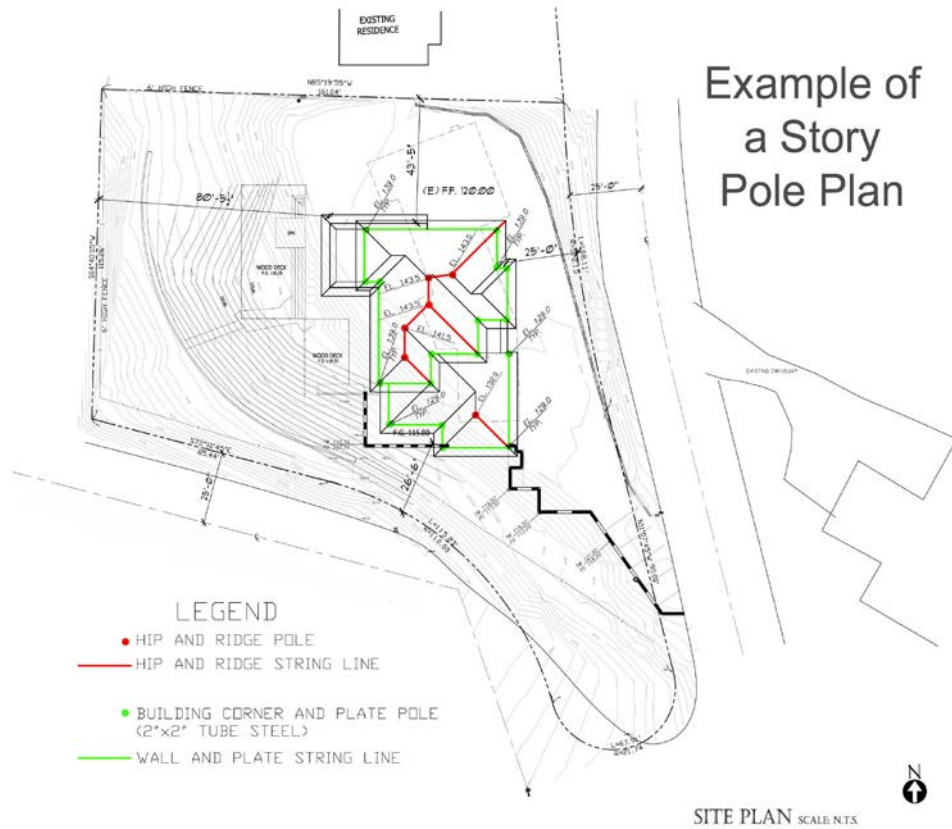
STORY POLE WAIVER & STATEMENT

I, _____, hereby absolve the City of La Canada Flintridge of any and all liability associated with the construction of, or damage by, the temporary height poles that I will install in compliance with the City's Story Pole and Site Marking Requirements. I further understand that the story poles shall remain in place until the appeal period has expired, or until an appeal action has been made, whichever comes last, and that removal shall occur within 3 days of that date.

Signed

Date

Site Address: _____



Example of a Story Pole Plan

Examples of appropriate story pole arrays, absent mandated colors.

