



# OUTDOOR VENDING MACHINES

## DESIGN GUIDELINES CHECKLIST



### GENERAL INFORMATION

#### WHAT ARE DESIGN GUIDELINES?

The City's Design Guidelines establish a set of goals, values, and qualities by which projects are evaluated in design review. They outline clear expectations that projects must demonstrate to be successfully entitled. Design guidelines assist applicants and the public in understanding both the design review meeting procedures and to define the major concerns and objectives of the design review process. Separate documents provide detailed direction for certain areas or types of projects.

#### HOW DO I APPLY THE GUIDELINES?

Not all guideline techniques or approaches are appropriate or practical for every development project. When designing your project, identify as many of the design techniques and approaches used in order to achieve the guideline objectives. Other creative and innovative design techniques and approaches may be considered in order to achieve the intended objectives of the listed guidelines. Guidelines using the words "encouraged" or "discouraged" are desirable or undesirable but are not mandatory.

#### RELATIONSHIP BETWEEN DOCUMENTS

These checklists have been provided as a reference to be used in conjunction with the text of the City's existing discretionary Design Guidelines. It is not meant to replace a full reading of the Guidelines text.

In such cases where multiple sets of guidelines apply, the respective guidelines are viewed as "layers," where the most specific guidelines – in the unlikely event of a conflict – would take precedent.



## DESIGN GUIDELINES CHECKLIST

**OUTDOOR VENDING MACHINES.** Use these guidelines on all outdoor vending machine installations. An “outdoor vending machine” is any self-contained or connected appliance, machine, or storage container located outside or in a non-enclosed space that dispenses or provides storage of a product or service. Newspaper racks, phones, and fixed automatic teller machines are not considered vending machines. **Check all that apply.**

### A. Location and Quantity

<i>Identify all techniques that were used to minimize visual impacts.</i>		<b>APPLIED</b>
1.	The preferred location for vending machines is inside buildings. Outdoor vending machine shall be screened or recessed into the building in new construction and be located to minimize their visibility from the street.	<input type="checkbox"/>
2.	If multiple vending machines are proposed for an outdoor location, they shall be located within a clearly delineated and contained area. Decorative structures, including, but not limited to, screen walls, trellises, columns, and roof covers, shall be used to contain the vending machine area if the existing architecture or building form does not already provide a contained location.	<input type="checkbox"/>
3.	Outdoor vending machine installations are prohibited in El Pueblo Viejo Landmark and Brinkerhoff Landmark Districts.	<input type="checkbox"/>
4.	Outdoor vending machines shall not be placed in direct view of adjacent residential uses.	<input type="checkbox"/>
5.	A maximum of two vending machines are permitted for businesses with exterior frontages of up to 100-feet. No more than three machines are permitted per location unless completely screened from view. Gasoline Service Stations are permitted to have no more than two outdoor vending machines of any type.	<input type="checkbox"/>
6.	No vending machine shall be placed in a location so as to impede pedestrian access, block parking areas or create an unsafe condition.	<input type="checkbox"/>
7.	Vending machines shall not be installed in the public right-of-way or immediately adjacent so as to require customers to stand in the public right-of-way in order to use the machine.	<input type="checkbox"/>
8.	Machines installations shall not require exposed conduits, piping or overhead utility connections.	<input type="checkbox"/>
9.	Machines shall not be situated adjacent to any wall that is a lower height than that of the machine.	<input type="checkbox"/>

### B. DESIGN

<i>Identify any techniques that were used to minimize visual impacts.</i>		<b>APPLIED</b>
1.	No vending machine shall exceed 72-inches in height or 42 -inches in width, in keeping with the Sign Ordinance ground sign height limitation.	<input type="checkbox"/>

**B. DESIGN**

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- 2. The Sign Committee shall evaluate the location and size of the proposed vending machines to determine if the proposed design and placement are appropriate for the site in relation to the building’s architecture, pedestrian access routes and site layout.
  - 3. Signs on outdoor vending machines shall not be internally illuminated. The portion of all product display panels that contain letters, logos, symbols and/or advertising art is considered signage.
  - 4. Outdoor vending machines may be externally illuminated to provide security at night. Illumination shall not exceed a maximum of three-foot candles, the average of which is measured at ground level. The security lighting shall be designed and sited to avoid direct view of the light sources to pedestrians, vehicle drivers and passengers. The security lighting shall be designed to avoid light overspill beyond the property line and comply with the City’s Outdoor Lighting Design Guidelines.
  - 5. Outdoor vending machines shall be integrated with the architecture of the building. The vending machines shall not hide or obscure existing architectural features, including, but not limited to, windows, landscape planters, and decorative trim.

**C. Lettering & Colors**

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- Identify any techniques that were used to minimize visual impacts.** **APPLIED**
- 1. All signage on vending machines, except accessory signage as described below, shall be counted as part of the total allowable signage for the site. No site shall have an excessive amount of vending machine signage that would cause the building’s total signage area to exceed that allowed by the Sign Ordinance.
  - 2. Sign lettering text shall be primarily limited to the identification of the product being dispensed. Accessory signage shall be limited to product dispensing instructions and the list of available vending items.
  - 3. Accessory signage area shall not exceed one-and-one-half square feet for the operating instructions and product processing information, separate from the product name and logo signage. This accessory/informational lettering shall not exceed two inches in height.
  - 4. Sign lettering on vending machines, shall be placed at the front of machines shall not exceed four inches in height and appear redundant.
  - 5. All lettering, logos or product trademarks proposed for signage on outdoor vending machines shall not exceed one square foot in overall size and is subject to Sign Committee Approval.
  - 6. Vending machine product display panels that incorporate lettering, logos, and trademarks shall be intended for the sole purpose of product name identification and shall not appear as advertising.
  - 7. The exterior materials and colors of vending machines shall be non-reflective, non-glare producing, have soft colors, an eggshell or semi-gloss exterior finish and shall be subject to Sign Committee Approval.
  - 8. The sides of machines may match the building color or trim color if machines are placed against buildings.