EXHIBIT D

DESIGN GUIDELINE REVIEW FOR PACIFIC NATIONAL BANK AT THE MORAGA SHOPPING CENTER AT 1470 MORAGA ROAD

3 MAINTAIN THE TOWN'S SEMI-RURAL CHARACTER (SRC)

APPLICABLE TO ALL TYPES OF DEVELOPMENT

These guidelines are intended to help preserve the semi-rural features that make Moraga unique when considering applications for development.

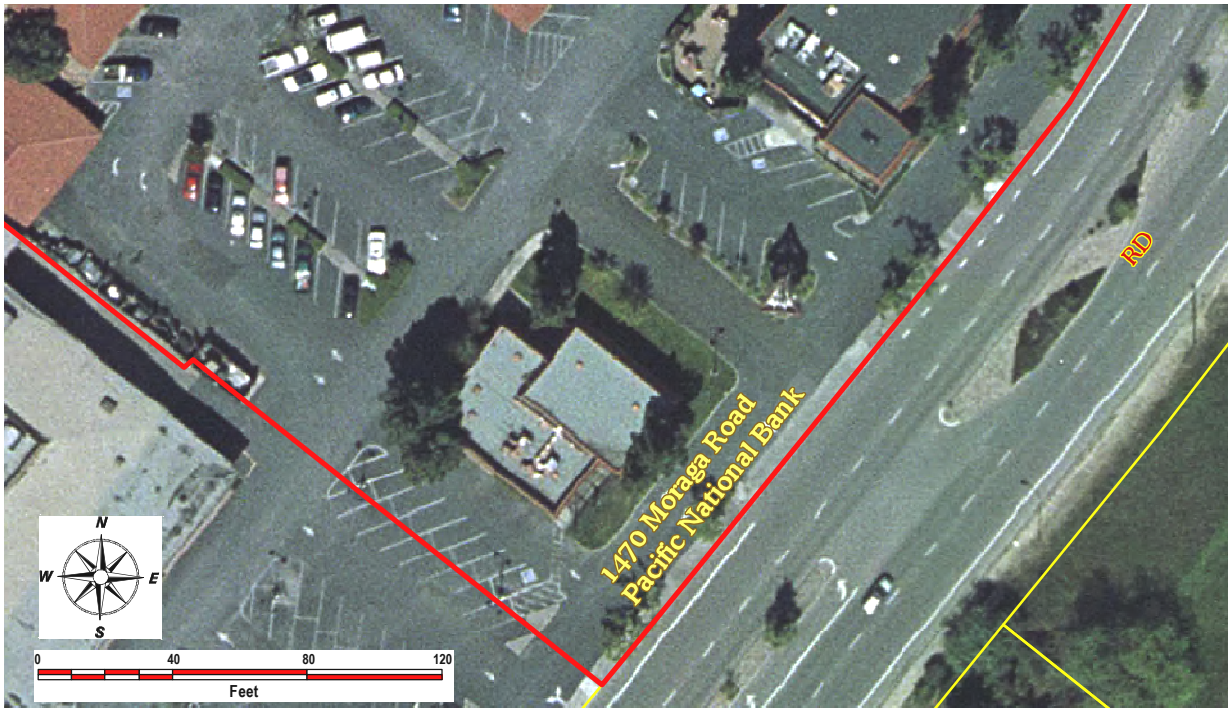
SRC1 Retain, protect, and utilize existing natural features, such as trees and other vegetation, interesting ground forms, rocks, water, and significant views in the design.
Comment: There are no existing natural features on the project site. The existing Pacific National Bank building has landscaping around it on all four sides, but the planting strip on the southwest side could use some additional ground cover below the shrubs. The project site is within a shopping center, which is a fully urbanized area and can not be characterized as "semi-rural".

SRC2 The impact and presence of vehicles resulting from the development should be minimized through proper siting and screening in order to buffer parking areas from locations both interior and exterior to the site.
Comment: The existing parking areas around the project site will not be changed, except to add the required van-pool ADA compliant parking stalls. This will be done in two locations, because they need to have an accessible parking space near the rear door until the new improvements at the front are complete. The rear van-pool space will be temporary, since the walkway to the rear door will be removed and replaced with turf when the new 233 square foot addition is built at the back of the building.

SRC3 Circulation systems should avoid conflict between vehicular, bicycle and pedestrian traffic. Emergency and service vehicle access shall be accommodated within the circulation system.
Comment: When the project is completed, the new ADA compliant parking space should be a safer approach to the building because the driveway at the southwest side of the building is not used as much as the driveway at the northwest rear side. The crosswalk will also be shorter to the handicap ramp. The existing driveways around the building provide adequate vehicle access for emergency service vehicles.

SRC7 New trees should be planted to compliment the natural pattern of tree placement.
Comment: There are already several large trees around the building, including two large Pinus radiata (Monterey Pines) at the front of the building. There were some brown needles on these pine trees, which may indicate they are infected by the bark beetles. If any of the Pinus radiata needs to be replaced, the new trees should be selected from the trees listed in Appendix B of the Town's Guidelines. The site plan (sheet A1) shows four (4) "Birch" trees along the driveway at the northeast side, but staff believes that these trees are actually small fruit trees of some kind. The parking areas in the older part of the Moraga Shopping Center do not include very many trees to provide a tree canopy over the parking. Unlike the newer part of the center in front of the Safeway Store or the

Rheem Valley Shopping Center, the parking area in the vicinity of the Pacific National Bank does not include planting pockets for trees for every four to six parking spaces. There are planting islands at the ends of the rows of parking as shown in the aerial photo below, but most of these planting islands do not include any trees.



The addition of some good canopy trees, such as Chinese Pistachio trees in the existing planting islands at the end of the parking isles would help provide more of a shade canopy over the parking in accordance with MMC Section 8.76.050-G and Design Guideline L3.3.

5 COMPLEMENT EXISTING LANDSCAPING (L)

L1 FIRE SAFE LANDSCAPING

L1.2 Consideration should be given to avoiding flammable trees and shrubs where possible. Consult the Moraga Orinda Fire District for highly flammable plant species to be avoided such as certain pine, juniper, and eucalyptus species.
Comment: The existing Pinus radiata are a highly flammable species. As noted under SRC7 above, if these trees require replacement due to a pest infestation, they should be replaced with a species from Appendix B of the Design Guidelines that is not considered a flammable tree by the Moraga Orinda Fire District.

L1.3 Landscaping should be properly irrigated to assure that plants retain their fire retardant capability, but shall not be over watered so as to create runoff from the site.
Comment: The project site has an existing irrigation system.

L1.6 The Town will weigh the merits of water conserving landscapes in conjunction with fire safety and stormwater management.
Comment: The existing landscaping has large areas of lawn and ivy, which both require

an abundance of water. The expansion and refurbishment of the building may be a good opportunity to upgrade the landscaping and use more drought tolerant species suitable to Moraga.

L3 COMMERCIAL LANDSCAPING AND IRRIGATION

L3.2 Areas not covered by buildings or structures enclosed for storage or used for paved walks, alleys, or drives should be completely landscaped and irrigated.
Comment: This is an existing project that is already landscaped. Some refurbishment of the existing landscaping would help enhance the project.

L3.3 Parking lots should be landscaped through the use of concave islands and medians swales designed to accommodate trees, shrubs, and ground cover while providing drainage and biofiltration of concentrated stormwater. Fast growing deciduous or evergreen trees should be planted at a ratio of one tree for every 4-6 parking spaces, to create maximum summer shade.
Comment: This was discussed under guideline SRC7 above. As noted, the addition of some canopy trees in the existing planting islands at the end of the parking isles would help provide some shade over the parking area in accordance with MMC Section 8.76.050-G and Design Guideline L3.3.

L3.4 Landscaping should permit adequate sight distance for motorists and pedestrians entering and exiting the site and shall not interfere with parking lot and circulation effectiveness.
Comment: The existing landscaping does not block the sight distance at the intersection of the driveways.

L3.9 Initial landscaping should be of a size and quality that a mature appearance will be attained within three years of planting. 25% of the proposed trees on the site are to be a minimum of 24" box size and the remaining trees a minimum of 15-gallon size.
Comment: If some new landscaping is installed, the size specifications listed in L3.9 should be followed.

L3.13 All plant materials (including street trees and planting within the public right-of-way) should be watered with an automatic irrigation system. Provision shall be made for watering planting boxes and individual planters raised from the ground.
Comment: The existing landscaping is watered with an automatic irrigation system; however, a relatively simple improvement could be the replacement of the controller for the irrigation system with a new model that can use less water by turning off during wet weather.

L3.14 Water-conserving system design and materials and drip irrigation should be used wherever appropriate.
Comment: Changing to drip irrigation would not work for the existing turf and ivy areas, but if the landscaping is changed substantially to eliminate the ivy and turf and install more drought tolerant planting, then consideration should be given to installation of drip irrigation.

L3.15 New irrigation systems shall include automatic rain shut-off controller devices.
Comment: A condition of approval is recommended that the existing controller for the

irrigation system should be replaced with one that has an automatic rain shut-off feature.

6 ENHANCE TOWN'S SCENIC CORRIDORS (SC)

The proposed Pacific National Bank building is within 500-feet of Moraga Road and can be seen from the Moraga Road scenic corridor roadway. The project is therefore subject to the Town's Scenic Corridor Ordinance.

SC1 A greenbelt should be established between the scenic corridor major road and a parking area or building that is located adjacent to the road. The greenbelt must be landscaped and appear to be natural (i.e. a high percentage of the ground area could be a mounded redwood bark or stone covered area as long as plants provide a reasonable amount of massing to create a screening effect). All landscaped areas shall be appropriately irrigated to maintain healthy plants while preventing runoff from over watering.

Comment: The Moraga Shopping Center does not have a substantial "greenbelt" between the scenic corridor and the parking area similar to the one at the Rheem Shopping Center. The photo below shows a view of the east front corner of the Pacific National Bank building where there is about 18-feet of landscaping adjacent to the building. There are also two small planting pockets about 3-feet deep and 20-feet long back of the sidewalk on Moraga Road. The driveway curb cut to Moraga Road near the east front corner of the bank is much wider than the driveway width within the Shopping Center. The primary Shopping Center sign is located at the southeast end of a landscape island at the northeast side of the driveway, which identifies this as a major entrance to the Shopping Center. The internal circulation road that is parallel and adjacent to Moraga Road could present a safety hazard with cross traffic at the entrance driveway. A potential solution, albeit an expensive one, would be to extend the landscaping at the front of the bank all the way across the driveway at the southeast front side to prevent cross traffic at the entrance drive.

SC5 Commercial shopping centers shall have a twelve-foot or greater depth of greenbelt between the road and parking area or building, exclusive of the public sidewalk.

Comment: The existing greenbelt in front of the building is 18-feet wide.

SC8 A property owner may be required to upgrade existing conditions when major work is accomplished on a parcel that is within 500 feet of the center line of a major scenic corridor.

Comment: The 233 square foot addition and exterior siding changes at the Pacific National Bank building would not be considered "major work.

SC9 In order to enhance the landscaping along designated scenic corridors, new development within 500 feet of these corridors should include trees and shrubs from the following list:

a. Tree: Raywood Ash (*Fraxinus oxycarpa*)
b. Tree: Bradford Pear (*Pyrus Calleryana*)
c. Tree: Flowering Plum (*Prunus krauter vesuvius*)
d. Tree: Coastal Redwood (*Sequoia sempervirens*)
e. Tree: Western Redbud (*Cercis occidentalis*)
f. Tree: Live Oak (*Quercus agrifolia*)
g. Shrub: Escallonia (*Escallonia compakta* and *langleyensis*)
h. Shrub: Strawberry Tree (*Arbutus unedo*)
i. Shrub: Howard McMinn Manzanita (*Arctostaphylos*)
j. Shrub: Rockrose species (*cistus*)

Comment: The above list has been superseded by the planting pallets from the Moraga Transportation Corridor Streetscape Plan, which is included in Appendix B of the Design Guidelines. If any existing trees or shrubs are replaced as part of a landscaping refurbishment, then the species should conform to the trees and shrubs listed in Appendix B.

SC12 The design shall be consistent with Moraga Municipal Code Section 8.132.
Comment: The following development guidelines are listed under MMC Section 8.132.050-B.

1. The design and location of each building and landscaping shall create a compatible visual relationship with surrounding development and with the natural terrain and vegetation. Road widths and road configurations should be considered as part of the design element.
Comment: As noted under Design Guideline SC1, above, the peripheral road that is parallel and adjacent to Moraga Road would allow traffic to cross the entrance driveway, which is a potential safety hazard. Replacement of the driveway in front of the building with landscaping would enhance the scenic corridor and eliminate any cross-traffic at the entrance driveway.

2. Buildings and landscaping shall be so located that each does not create a walled effect along the scenic corridor. Setbacks and building heights may be made more restrictive than otherwise permitted by the applicable zoning regulations. In general, the greater the mass or bulk, the greater the setback should be. The positioning of buildings shall be varied in order to create a complimentary relationship between mass and void.
Comment: The existing building and landscaping does not contribute to a "walled effect" along the Moraga Road scenic corridor.

4. Each structure or feature reviewable under this chapter shall be limited to scale and siting to reduce visual dominance or obstruction of existing landforms, vegetation, water bodies and adjoining structures.
Comment: The Pacific National Bank building is near the bottom of a valley and it does not obstruct the view of existing landforms, water bodies or adjoining structures.

5. Each structure shall be constructed, painted and maintained and all planted material shall be planted and maintained to complement and enhance scenic views and the natural landscape.
Comment: The proposed improvements to the exterior of the building are in effect maintenance of the existing building in accordance with this guideline. The landscaping in the parking areas is maintained by the Bruzzone family that owns the Moraga Shopping Center. They may object to any increase in the area of planting that they have to maintain.

6. Unnatural and conflicting aesthetic elements shall be eliminated to the extent feasible consistent with safety requirements (for example, retain street lighting, but place wiring underground). Where it is not possible to locate such a feature out of view, it must be

located in an area so as to minimize visibility from a scenic corridor or screened from view by planting, fence wall or berm. Where the screen consists of a fence, wall or berm, it may not be higher than six feet. Screening shall consist of primarily natural materials rather than solid fencing. Preference shall be given vegetation in conjunction with a low earth berm.
Comment: The existing building does not include any unnatural or conflicting aesthetic design elements. The existing pipe railing along the handicap ramp at the front of the building will be replaced with a black iron railing that is more decorative. There is an existing light standard near the front easterly corner which matches the other lighting standards in the Shopping Center. The plans do not call for any new exterior transformers or other utility boxes above ground.

7. Lighting shall be compatible in type, style and intensity to the surrounding elements and not cause undue or aggravating disruption, glare or brightness.
Comment: The site plan on sheet A1 shows a 5-foot radius, 50-foot radius and 60-foot radius from the new ATM. For security and safety of patrons, the lighting level must be at least 10 foot-candles (fc) within 5-feet of the ATM and at least 2-fc within 50-feet of the ATM in all directions and 2-fc within 60-feet of parking designated for the ATM. Details for lighting of the signs are not included with the plans. The illumination levels of the signs cannot exceed 5 foot-candles measured 10-feet from the sign in accordance with MMC Section 8.88.110-B. All other lighting for the building, under-eave or canopy lighting cannot exceed 20 foot-candles of illumination measured 10-feet from the light source (MMC Section 8.88.110-C).

8. Grading or earth-moving shall be planned and executed in such manner that final contours appear consistent with a natural appearing terrain. Finished contours shall be planted with plant materials native to the area so that minimum care is required and the material is visually compatible with the existing ground cover.
Comment: No grading is proposed for this project.

9. The number of access points to and from the scenic corridor shall be minimized consistent with safety and circulation needs.
Comment: No changes in access points are proposed as part of the project. *As noted under Design Guidelines SC1 and SC12-1, above, there is a potential cross-traffic hazard at the existing driveway entrance at the northeast side of the building.*

10. Parking on the scenic corridor roadways should be minimized.
Comment: No parking is proposed on the Moraga Road scenic corridor.

11. Each specimen tree and each grove of trees may be approved for removal only if the tree or grove of trees is unsafe or diseased or to provide the smallest cleared area necessary to locate an approved road or structure on the site under guidelines of the tree preservation ordinance. Selective clearing of vegetation may be permitted upon review and approval by the design review board.
Comment: No existing trees are scheduled for removal for the project. As noted under SRC7, if the large Monterey Pines need to be replaced, then trees that are less combustible listed in Appendix B of the Design Guidelines shall be used.

12. In applying these guidelines, consideration shall be given to protecting the privacy and security requirements of individual property owners who seek approval for improvements under this chapter.
Comment: It is important to have sufficient light at ATMs for security while at the same time avoiding glare and direct views of the light source. The proposed lights under the new roof canopy that will replace the trellis structure are not shown in detail, but the minimum lighting levels are indicated as noted under SC12-#7, above.

SC13 Viewsheds, including but not limited to close up and distant views, ridgelines, hillsides and mature native tree groupings should be protected along the Town's scenic corridors to retain the Town's semi-rural character.

Comment: The existing Pacific National Bank building will not block close-up or distant views of ridgelines, hillsides or mature native tree groupings.

7 MINIMIZE THE IMPACTS OF DEVELOPMENTS (ID)

To the extent possible, development should be concentrated in areas that are least sensitive in terms of environmental and visual resources, including: a) areas of flat or gently sloping topography outside of flood plain or natural drainage areas; b) the Moraga Center and Rheem park area; c) Infill parcels in areas of existing developments.

Comment: The project site is located within the Moraga Shopping Center area.

ID1-7 APPLICABLE TO ALL DEVELOPMENT

ID3 Wind barriers, shade, sound absorption, dust abatement, glare reduction, and proper drainage should be provided on site.

Comment: The Pacific National Bank building will not have any significant impacts with regard to wind, shade, sound absorption, dust abatement, glare reduction or drainage. The new 233 square foot addition will be built under an existing roof. The existing trellis at the front will be replaced with a roofed canopy over the ATM and handicap ramps; however the additional impervious surface area is approximately equal to the area of the concrete walkway that will be removed at the back of the building. In staff's opinion, there will not be any significant increase in impervious surface area for the project.

ID6 The level of lighting should not exceed the needs for security and safety or detract from the aesthetics of the development.

a. Outdoor lighting should be related to the design of the structure.
b. Outdoor light fixtures should be designed and mounted so that the source of light has minimal impact off site.
c. Outdoor lighting should be directed inward toward the property and may require additional screening to avoid spillage onto adjacent residential properties.

Comment: As discussed under SC12 and MMC Section 8.132.050-B-#7, the ATM needs to have sufficient light for security while at the same time avoiding glare and direct views of the light source. Details for the lighting under the new roof canopy over the ATM will need to be submitted to comply with the Town's lighting standards under MMC Section 8.88.110-C.

ID7 Design shall be consistent with the Moraga Municipal Code section 13.04.090.

MMC Section 13.04.090 reads as follows:

13.04.090 Best management practices and standards.

A. Generally. Any person owning or operating premises that may contribute pollutants to the town's storm water system shall undertake all practicable best management practices to reduce the potential for pollutants entering the system. Examples of such premises include, but are not limited to, parking lots, gasoline stations, industrial facilities, and other commercial enterprises.

B. Litter. No person shall throw, deposit, leave, keep or permit to be thrown, deposited, placed, left or maintained, any refuse, rubbish, garbage or other discarded or abandoned objects, articles or other litter in or upon any street, alley, sidewalk, business place, creek, storm water system, fountain, pool, lake, stream, river or any other body of water, or upon any public or private parcel of land so that the same might become a pollutant, except in containers or in lawfully established waste disposal facilities.

C. Sidewalks. The occupant or tenant, or in the absence of occupant or tenant, the owner or proprietor of any real property in front of which there is a paved sidewalk shall maintain such sidewalk free of dirt or litter to the maximum extent practicable. Sweepings from the sidewalk shall not be swept or otherwise made or allowed to go into the gutter or roadway, but shall be disposed of in receptacles maintained as required for the disposal of solid waste.

D. Parking Lots, Paved Areas and Related Storm Water Systems. Persons owning, operating or maintaining a paved parking lot, the paved areas of a gasoline station, a paved private street or road, and related storm water systems shall clean those premises as frequently and thoroughly as practicable in a manner that does not result in the discharge of pollutants to the town's storm water system.

E. Construction Activities. All construction shall conform to the requirements of the CASQA Stormwater Best Management Practices Handbooks for Construction Activities and New Development and Redevelopment, the ABAG Manual of Standards for Erosion and Sediment Control Measures, the town's grading and erosion control ordinance and other generally accepted engineering practices for erosion control as required by the town engineer when undertaking construction activities. The town engineer may establish controls on the rate of storm water runoff from new developments and redevelopment as may be appropriate to minimize the discharge and transport of pollutants.

F. Notification of Intent and Compliance with General Permits. Each discharger associated with construction activity or other discharger described in any general storm water permit addressing discharges, as may be adopted by the United States Environmental Protection Agency, the State Water Resources Control Board, or the California Regional Water Quality Control Board, San Francisco Bay Region, shall provide the town engineer with the notice of intent, comply with and undertake all other activities required by any general storm water permit applicable to such dischargers. Each discharger identified in an individual NPDES permit relating to storm water discharges shall comply with and undertake all activities required by the permit.

G. Development Runoff Requirements. For each new development and redevelopment project subject to the development runoff requirements, every applicant will submit a storm water control plan and implement conditions of approval that reduce storm water pollutant discharges through the construction, operation and maintenance of treatment measures and other appropriate source control and site design measures. Similarly, increases in runoff volume and flows shall be managed in accordance with the development runoff requirements.

H. Compliance with Best Management Practices. Where best management practices guidelines or requirements have been adopted by any federal, state, regional, town or county agency, for any activity, or operation of premises which may cause or contribute to non-storm water discharges, every person undertaking such activity, operation or owning and operating such premises shall comply with such guidelines or requirements.

I. Storm Water Pollution Prevention Plan. The town engineer may require any business or utility in the town that is engaged in activities that may result in non-storm water discharges or runoff pollutants to develop and implement a storm water pollution prevention plan, which must include an employee training program. Business activities which may require a storm water pollution prevention plan include maintenance, storage, manufacturing, assembly, equipment operations, vehicle loading, fueling, vehicle maintenance, food handling or processing, or cleanup procedures which are carried out partially or wholly out of doors.

J. Coordination with Hazardous Material Release Response and Inventory Plans. Any business subject to the Hazardous Material Release Response and Inventory Plan, Division 20, Chapter 6.95 of the California Health and Safety Code (commencing with Section 25500), shall include, in that plan, provision for compliance with this chapter, including the prohibitions of non-storm water discharges and the requirement to reduce release of pollutants to the maximum extent practicable.

Comment: The refurbishment of the existing Pacific National Bank building with the small 233 square foot addition at the rear under an existing roof and the replacement of the trellis structure at the front with a roofed canopy over the ATM and handicap ramp will have minimal impact on drainage and erosion control issues. As previously noted, the area of the concrete walkway to be removed at the rear of the building is approximately equal to the area of the new roofed canopy at the front, so there will not be any net increase in impervious surface area.

ID9 PAVING

ID9.1 Impervious surfaces shall be minimized through site design and building methods. Directly connected impervious surfaces shall be minimized to avoid excessive concentrated stormwater runoff. Any runoff from impervious surfaces shall be directed to pervious areas or landscaped depressions.

Comment: A wide concrete walkway at the rear of the building will be taken out when the new 233 square foot addition is added and the rear entry is eliminated. A new walkway will be added for access to the ATM, but this walkway is smaller in surface area than the one the will be removed at the back of the building.

ID12 STORMWATER GUIDELINES

ID12.2 Regulations set forth by the San Francisco Bay Regional Water Quality Control Board (RWQCB) shall apply to all new or redeveloped residential and commercial projects:

a. If the project creates or replaces more than 10,000 square feet of impervious surface;
b. Relative to the 10,000 square foot threshold, if 50% or more of the existing impervious surface is replaced then 100% of the site must comply with Provision C.3 of the Town's Stormwater Permit; or
c. Relative to the 10,000 square foot threshold, if less than 50% of the existing impervious surface is replaced, then Provision C.3 of the Town's Stormwater Permit only applies to said portion.

Comment: The proposed project does not reach the 10,000 square foot threshold and compliance with Provision C.3 of the Town's Stormwater Permit is not required.

ID12.4 Drainage should follow natural flow patterns and, where appropriate, plans should develop wide area flow patterns, rather than concentrating flow at one point.

Comment: The existing drainage on the site is not being changed.

10 PROMOTE COMMERCIAL CENTERS AS COMMUNITY PLACES (CC)

CC1 COMMERCIAL SITE PLANNING

CC1.1 A harmonious design relationship should be achieved between existing and proposed adjoining developments by avoiding both excessive variety and monotonous repetition.

Comment: The proposed Pacific National Bank building will have a harmonious design relationship with the other buildings at the Moraga Shopping Center. The tile roof matches the roofing used throughout the center and the changes in the building siding and colors will be compatible with the adjacent buildings.

CC2 COMMERCIAL BUILDING DESIGN

CC2.1 Mechanical and electrical equipment, including rooftop units, should be designed as an integral part of the building or site design and be properly screened.

Comment: The proposed air conditioning units will be screened behind the parapet of the mansard tile roof and will not be seen above the roof.

CC2.2 Exterior wall venting should be avoided.

Comment: The exterior elevations do not indicate any wall venting.

CC2.3 Roof penetrations should be minimized by grouping plumbing vents and ducts together and providing adequate screening from off site.
Comment: All roof penetrations are hidden behind the mansard type roof.

CC2.4 Roof leader drains shall be routed through a biofilter, sand filter, or plant box.
Comment: There are no proposed changes to the existing drainage and the project will not be increasing the net impervious surface area.

CC2.5 Accessory equipment capable of generating noise and vibrations should be properly insulated and the noise and vibrations shall not be apparent from adjacent properties or the public right of way.
Comment: The new ATM does not include any motors or compressors that would generate any noise levels in excess of fifty-five (55) dba during daytime hours, or fifty (50) dba during nighttime hours in accordance with finding number 5 under MMC Section 8.44.020-B. The new air conditioning units should comply with the above noise standards and the tile roof around the A/C units will also help reduce the noise from the equipment on the roof.

CC2.6 Large building masses should be avoided. Building setbacks may be varied to accommodate pedestrian-oriented facilities such as benches, café tables, and bike racks. Parking lot locations at the side or rear are encouraged. Entrances should be located close to the sidewalk to create a more pedestrian-oriented development.
Comment: The location of the Pacific National Bank building will not be changed and the small 233 square foot addition at the back will not increase the building mass appreciably because it is under an existing roof area.

CC2.7 Architectural style should reflect and enhance the character of surrounding neighborhoods.
Comment: The architectural style of the proposed Pacific National Bank building will enhance the appearance of the Moraga Shopping Center. The existing shingle siding and trellis structure are in need of replacement and look a bit shabby. The exterior improvements will be compatible with the existing buildings at the shopping center.