CEDAR CREEK CORPORATE PARK DESIGN GUIDELINES

Prepared for:

Cedar Creek Properties, Inc.
25775 West 103rd Street
Olathe, Kansas 66061
(913) 780-0209

Prepared by:

Downing, Thorpe, & James, Inc.
1881 Ninth Street, Suite 103
Boulder, Colorado 80302
(303) 443-7533

Thomas W. Thorpe, AIA: Principal-in-Charge
Rick Volpe, ASLA, APA: Project Manager

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1. SITE PLANNING CRITERIA

The following criteria address general site planning concepts for roads, parking, non-vehicular circulation networks, buildings, and utilities. More specific and other related criteria for parking-lot layout, architectural design, landscaping, etc., are outlined in the sections that follow.

The general **Site Plan Concept** for **Cedar Creek Corporate Park** establishes a desired image for the development; addresses the development of proposed improvements along its perimeter; and seeks to control external influences upon the overall **Plan** for the benefit of the **Corporate Park's** parcel developers, facility-owners, and facility-users. This **Site Plan Concept** and its various elements are described further in the ***Master Development Plan (MDP)*****,** which all prospective developers and are encouraged to review.

The **Circulation Concept**, which is a major element of the ***MDP***, includes planned connections with surrounding streets,

as well as a hierarchy of internal roads, drives, walks, and paths. The **Corporate Park** is served by an internal parkway system, incorporating both **primary** and **secondary** parkways, which provides direct interchange access via Cedar Creek Parkway and College Boulevard to both **K-10** and **K-7 Highways. Secondary or local roads** provide additional access into the **Corporate Park.** Vehicular access to individual building sites generally occurs **between** building sites, frequently through **shared entries** at primary and secondary parkways.

A comprehensive **pedestrian and bicycle system** also connects individual building sites within parcels, and ultimately the entire **Corporate Park.** A **linear open space and park system** provides predominantly east and west access, along the major stream corridor, and leads to other open space areas throughout the development.

1.1 ENTRANCES FROM PRIMARY ROADWAYS

POLICY:

Likely vehicular entrances to development parcels are designated on the ***MDP,*** along the parkways. These entrances are located to reduce vehicular congestion and conflicts, and to allow for reasonable lengths of median in the parkway system.

A **consistent design treatment** of roadways and intersections should be used throughout the **Corporate Park** to help establish visual continuity and preserve the goals for convenient circulation and safety.

CRITERIA:

A. Provide appropriate **dimensions** for safe entering and exiting movements and unobstructed sight-lines at entry roads and drives. Specific criteria include the following:

   1.... Provide at least one **primary entry drive** to each building site or parcel. Minimum pavement width is twenty-four feet (24'), flowline to flowline**.**

   2.... For **primary entries** at parkway and secondary roadway intersections, include, minimally, one (1) entry lane sixteen feet (16') wide; two exit lanes eleven feet (11') wide; and a twelve-foot-wide (12') median, a minimum forty feet (40') long.

   3.... See ***Section 6.1.3, Sight-Lines at Road Intersections***, for detailed information on safe sight-line criteria.

B. **Enhance intersections** of parcel entrance drives and primary and secondary parkways with signs, accent paving, special landscaping, and lighting.

C. Use **accent paving** to clearly indicate pedestrian crossings at intersections of entry drives and parkways.

D. Design **secondary entries** so they are similar to related primary entries. Paving materials, plants, signs, and lighting should "match," although landscaping intensity and sign sizes may be reduced.

E. Wherever possible, align new parking lots with existing lots in order to locate connecting access lanes efficiently.

1.2 SITING AND ORIENTING PRIMARY BUILDING SITES

POLICY:

Buildings should be sited so that the character of existing land forms and site features are enhanced; the relationships between buildings are strengthened; and site drainage is facilitated.

CRITERIA:

1.2.1 General

A. In order to **facilitate drainage** away from foundations, locate buildings on higher ground.

B. Use building forms that **compliment the natural land forms** and minimize cut and fill.

C. Use appropriate building scale. Buildings should not dominate their sites.

D. Site buildings in a manner that preserves existing land forms. The site design objective should be to fit each building into its site in a way that leaves natural massing intact and preserves the most prominent site features. Three general locations within a typical site are generally favorable:

1. Within tree masses
2. At the edge of trees or land forms, overlooking open space
3. Where prominent features are preserved by the location

E. Site new buildings so they are compatible with the siting and massing of existing adjacent buildings and site development. Considerations should include setbacks, building heights, parking arrangements, and building shapes and massing. (See ***Section 7.1, Relationship/Compatibility Between Buildings***.)

F. To avoid possible conflicts and take advantage of mutual benefits, relate the locations of site uses and buildings with existing uses and buildings on adjacent parcels. Do not create nuisances for neighbors with unnecessary noise, traffic, or uses.

G. Locate building entries so they are easily identifiable from interior driveways.

H. Provide secondary entrances that are easily accessible and convenient to parking and delivery areas that serve buildings.

1.2.2 Protecting and Enhancing Views

A. In siting, orienting, and developing new buildings and facilities, protect and enhance existing views and provide view corridors (see ***Section 1.3, View Corridors and Complimentary Amenities***). This protection and enhancement of views is a development priority. Three general perspectives are critical to this consideration:

1. Views to a site from other areas
2. Views to other areas from a site
3. Views through a site from key locations within the **Corporate Park**

B. In orienting buildings for views, give full consideration to each building's relationship to other nearby buildings and development parcels.

C. On perimeter sites, orient buildings to allow views into and through the **Corporate Park**

1.3 VIEW CORRIDORS AND COMPLIMENTARY AMENITIES

POLICY:

Views to the **Corporate Park's** attractive natural surroundings and distinctive site features, such as the limestone

formations, woodlands, streams, water features, parks, and extensive open space, are amenities to be shared by all. Maximizing view opportunities of these features from roadways, open space corridors, building entries, and interior spaces is encouraged and expected. Owners and developers are also encouraged to emphasize these key natural features by reflecting them in their individual developments.

CRITERIA:

A. Create **view corridors** by aligning roads, driveways, open space corridors, building entries, and pedestrian walkways to take advantage of available views.

B. Emphasize the **Corporate Park's** special features by creating related characteristics in individual site development plans. Possibilities include ponds, limestone outcroppings, tree bosques, additional open space, etc.

1.4 REQUIRED PARKING RATIOS

POLICY:

Parking should be provided in numbers sufficient to meet the projected parking needs of each facility's users. (See also ***Parking Lots and Parking Structures Criteria, Section 5***.)

CRITERIA:

1.4.1 Minimum Parking Ratios

A. Specific parking requirement for each building will be determined on a case-by-case basis, using the following minimum ratios for building types as a guide:

1.... **Corporate Campus** (Office/R & D labs **without** light manufacturing or distribution): 1 space/400 GSF of building floor area

2.... **Corporate, Professional, and Multi-Tenant Offices**: 1 space/300 GSF of building floor area

3.... **Research and Development** (Office/R & D **with** light manufacturing and/or distribution): 1 space/500 GSF of building floor area

4.... **Hotel/Conference Center**: 1 space/room x .80 (plus .75 space per daytime employee)

5.... **Training/Education Center**: 1 space/350 GSF of building floor area

6.... **Commercial/Retail Uses**: 1 space/250 GSF of building floor area

7.... **Restaurant or Auditorium**: 1 space/3 seats

8.... **Athletic/Fitness/Recreation Facilities**: 1 space/500 GSF of building floor area

B. Where building expansion over time is anticipated, reserve appropriate land for additional parking, or make provisions for structured parking.

1.4.2 Shared Parking

Where opportunities exist for **shared parking** between uses with staggered peak parking demands, owners and

developers shall make every possible effort to take advantage of this opportunity to reduce the total number of parking spaces within each site or parcel.

1.4.3 Compact Car Parking

For compact car parking, follow these specific criteria:

1. For parking areas containing up to and including 100 spaces, a maximum forty percent (**40%)** of the total spaces may be designed for compact cars.

2. For parking areas providing more than 100 spaces, a maximum sixty percent (**60%)** of the spaces may be designed for compact cars.

3. For all retail/commercial uses, parking spaces must be standard-sized.

1.4.4 Handicapped Parking

For parking spaces for the handicapped, follow these specific criteria:

1.... For parking areas containing up to and including 100 spaces, a minimum four percent (**4%)** of the spaces must be designed for handicapped parking.

2.... For parking areas providing more than 100 spaces, a minimum of two-and-one-half percent (**2.5%)** of the spaces must be designed for handicapped parking.

3.... Handicapped parking spaces should be located close to building entrances.

1.5 FLOOR AREA REQUIREMENTS

POLICY:

Ratios of total gross floor areas of buildings to their overall land area shall be used as a measure for monitoring overall density, while also allowing flexibility for individual sites. **Maximum floor areas** for each site are governed by the ***MDP***, and maintained through the **NCC Review and Approvals Process**.

CRITERIA:

A. Unless approved otherwise by the **NCC**, in advance, use the following **maximum floor area ratios**, based on net land area and potential use:

.....1. Corporate Campus:	0.30:1 FAR
.....2. Training/Education Center:	0.25:1 FAR
.....3. Corporate Office:	0.28:1 FAR
.....4. Athletic/Fitness:	0.27:1 FAR
.....5. Research and Development:	0.23:1 FAR
.....6. Commercial/Retail Services:	0.20:1 FAR
.....7. Hotel/Conference Center:	0.43:1 FAR

B. In some circumstances, an additional floor area allowance may be granted by the **NCC** if other design considerations (design merit, landscaping and screening, etc.) justify an adjustment. Such changes shall be evaluated by the **NCC** on a case-by-case basis, and should be discussed prior to submitting plans for review and approvals that reflect the higher FAR.

1.6 SITE COVERAGE REQUIREMENTS

POLICY:

Incorporating open space within each building site is encouraged at the **Corporate Park**, thus impervious site coverages should be minimized. Sites adjacent to significant common open space offer the best opportunities for variances from the established requirements.

CRITERIA:

A. Limit combined impervious **site coverage for individual building sites (including buildings, parking, and drives)** to a **maximum** of seventy percent (70%) of each site's gross land area, unless express written approval otherwise is granted by the **NCC**. The following specific criteria apply to such coverage:

1.... No more than forty percent (40%) of the gross land area of any building site may be covered with buildings.

2.... No more than forty percent (40%) of the gross land area of any building site may be covered with surface parking lots or parking structures.

B. Provide a minimum thirty percent (30%) open space within each building site or cluster of buildings.

C. Consideration for varying site coverage requirements may be given by the **NCC** for sites adjacent to significant common open space.

1.7 BUILDING AND PARKING SETBACK REQUIREMENTS

POLICY:

The **Corporate Park's** suburban, campus-like character should be apparent from all major roadways. To assist this objective, all buildings and parking should be set back from interior and perimeter roads sufficient distance to create a distinctive landscape zone between buildings, parking, and the adjacent roadways. Varying building setbacks to enhance visual interest is encouraged.

CRITERIA:

1.7.1 Setbacks for Perimeter Buildings and Parking

Minimum setbacks for **buildings and parking from perimeter arterial roadways** surrounding the **Corporate Park** are as follows:

1.... **K-10 and K-7 Highways:** Minimum seventy-five feet (75')

2.... **College Boulevard:** Minimum one foot (1') for every one foot (1') of building height, but never less than 40 feet

1.7.2 Setbacks for Improvements along Primary and Secondary Parkways

Minimum setbacks for all buildings, retaining walls, and parking areas **from parkway property lines** are as follows:

1.... **Buildings:** Minimum one foot (1') for every one foot (1') of building height, but never less than thirty feet (30')

2.... **Retaining Walls:** Minimum ten feet (10')

3.... **Parking:** Minimum thirty feet (30'), including adequate screening and buffering, as outlined in the pertinent ***Landscape Design Criteria, Section 6***.

4.... Construction and landscaping of these setbacks shall be according to the ***Landscape Design Criteria for Parkway Corridors, Section 6.1***, and applied uniformly throughout the **Corporate Park.**

5.... Maintenance of the improvement setback shall be the responsibility of the Owners' Association.

6.... The **NCC** retains the right to grant easements within this setback, as needed to provide services for building sites.

1.7.3 Setbacks for Internal Improvements Between Parcels or Building Sites

Minimum setbacks for all buildings, retaining walls, and parking areas from interior property lines are as follows:

1. **Buildings:** Minimum one foot (1') for every one foot (1') of building height, but never less than twenty-five feet (25')

2. **Parking:** Minimum twenty-five feet (25'), including screening and buffering, as outlined in the pertinent ***Landscape Design Criteria, Section 6***

3. Installation and maintenance of irrigation and landscaping improvements within these setbacks are the responsibility of individual building site owners and developers.

1.7.4 Permitted Uses within Improvement Setbacks

Uses within improvement setbacks are limited to berms, driveway crossings, landscaping, public and private utilities, drainage and slopes, sidewalks, irrigation, and signs. (See ***Improvement Setbacks along Primary and Secondary Parkways, Section 1.7.2***.)

1.7.5 Special Setback Requirements

Special setback requirements in addition to, or other than, those outlined herein may be applicable for special building types and site conditions and will be evaluated by the **NCC** on a case-by-case basis.

1.8 UTILITIES, MECHANICAL EQUIPMENT, AND COMMUNICATION DEVICES

POLICY:

Visual and sound impacts of utilities, mechanical equipment, data transmission dishes, towers, microwaves, and other services and equipment should be minimized in all development plans.

CRITERIA:

1.8.1 Permanent Utility Lines

Design and install all permanent utility lines **underground.** During construction and maintenance, minimize disruptions to other sites and businesses within the **Corporate Park**.

1.8.2 Temporary Overhead Power and Telephone Lines

Overhead power and telephone lines are permitted during construction, but shall be removed immediately upon completion of site and building construction.

1.8.3 Communication Devices and Mechanical Equipment

A. Wherever possible, mount data transmission and receiving telecommunication devices at ground level, to the rear of structures, and screen them from view from adjacent roadways, pedestrian paths, and building sites.

B. In screening such devices, use subdued colors that blend with the surroundings.

C. Coordinate locations, screening, and landscape decisions with involved utility and service providers in order to allow adequate conditions for servicing these devices.

D. If transmission and receiving devices or mechanical equipment are roof-mounted, locate them below an involved building's highest architectural element, so they are not generally visible from ground level.

1.8.4 Transformers

A. Use plant materials or architectural screens similar in character to those used on the primary structure to screen transformers, switching boxes, and other utility cabinets.

B. Coordinate locations, screening, and landscape decisions with involved utility companies in order to allow adequate conditions for service access.

C. Locate transformers **away** from major pedestrian routes and outdoor seating areas in order to protect pedestrians and facility users from unpleasant noise levels in these locations. Whenever possible, screen the transformers. (See ***Visual Buffers, Section 6.2.6.***)

1.8.5 Equipment Sound Levels

A. Select, locate, and install all mechanical and electrical equipment to not exceed a sound level of fifty-five decibels (55db) at an involved site's property line.

B. Use landscape buffers to help reduce the noise impact of such equipment ***(****See* ***Sound Buffers, Section 6.2.7.***)

1.8.6 Installation of Ground-Level Structures

Install all ground-level structures, such as manhole covers and grates, flush with the pavement. Grate spaces should be one-half inch (1/2") or less.

1.9 SERVICE, DELIVERY, TRASH, AND STORAGE AREAS

POLICY:

The visual impacts of service, delivery, trash, and storage areas should be minimized, particularly relative to views from public roadways and along view corridors. Thoughtful placement and design of screening for these facilities is a priority for all sites.

CRITERIA:

A. To as great an extent as possible, locate **loading docks, trash containers, and service areas** out of view from adjacent streets, properties, pedestrian pathways, and open space corridors. To protect views, screen these

facilities with architectural elements and/or evergreen landscaping. Architectural screening for loading docks and service areas should be a minimum height of six feet (6'), and incorporate materials and finishes similar and compatible with those of the primary structures.

B. Locate **loading, service, trash, and delivery areas** so they do not encroach into any setbacks.

C. Locate **parking areas for equipment, trucks, research trailers, service vehicles, etc.** away from public parking lots and major pedestrian circulation routes. Unless totally out of view, screen these areas architecturally and with landscaping. Materials, supplies, trucks, or equipment being **stored on a site** must be concealed inside a closed building or behind a visual screen approved by the **NCC.**

D. Clearly identify all **service entrances** to discourage the use of main entrances for deliveries. Whenever necessary to protect views, screen service entrances with walls and landscaping.

E. Wherever feasible, align **service areas** with those of adjacent buildings and parcels so that service drives may be shared.

F**.** Avoid placing service areas where they are visible from adjacent buildings or where they will impact view corridors.

G**.** Locate any **secondary and auxiliary structures** on a site so they are not between the primary building and any roadway at its front or sides. Such structures must be screened by landscaping and constructed of materials identical to, or compatible with, the primary structure on the site.

H**.** Limit **outdoor storage of equipment or materials** to those allowed by zoning and approved by the **NCC**. Restrict such storage to defined areas clearly identified on the site development plans. Such areas, if allowed, must be screened from views from adjacent properties and roadways, as well as within any parcel.

I. Locate **air intakes** for buildings away from loading docks or other areas where exhaust fumes from vehicles may accumulate and be drawn into buildings.

1.10 SNOW REMOVAL/STORAGE

POLICY:

Haphazardly piling large amounts of snow removed from driveways and parking lots affects site utilization, as well as the appearance of individual sites and the **Corporate Park** in general. A snow removal and stacking plan to minimize such effects should be a part of each site development plan.

CRITERIA:

A. Develop and monitor a snow removal and stacking plan that preserves the use of driveways, walkways, and parking, and locates stacked snow where it can melt and drain naturally, away from building entrances and service areas.

B. To as great an extent as possible, locate snow piles where they do not block visibility of a site or for motorists in the area.

C. In areas designated for snow storage, select plant materials that are salt-tolerant and resilient to such storage impacts.

2. STORMWATER MANAGEMENT/ DRAINAGE AND EROSION CONTROL CRITERIA

2.1 WATER QUALITY CONTROL DESIGN

2.2 DRAINAGE CRITERIA

2.3 DETENTION AND RETENTION FACILITIES

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2.6.1 Site-Grading and Excavation
2.6.2 Erosion Control

2. STORMWATER MANAGEMENT/ DRAINAGE AND EROSION CONTROL CRITERIA

To as great an extent as possible, stormwater management and site drainage should be designed as visual and recreational amenities, as well as site development necessities. First and foremost, however, they should minimize impacts downstream.

The **Corporate Park** is bisected by a major drainage course, traversing the site from east to west, which is generally supported by numerous secondary drainageways contributing flows from the north and south. All land development planning should consider the impacts on these resources.

2.1 WATER QUALITY CONTROL DESIGN

POLICY:

Stormwater and snow-melt from rooftops, paved areas, and lawns carry plant debris, soil particles, and dissolved chemicals. To protect area surface water from these undesirable elements, site development plans must include thoughtful stormwater management and drainage engineering practices to clean storm waters.

The **Corporate Park's** overall stormwater management plan is designed to accommodate 100-year storms within the total development. Master detention facilities are designed to detain 100-year storm run-offs from fully developed conditions within the **Corporate Park**. However, some basin stormwater retention will occur within individual sites, parcels, or regional ponds. These features should be designed as attractive site features and amenities within the **Corporate Park**.

CRITERIA:

A. Use accepted methods for enhancing water quality with detention pond designs. Design criteria and recommendations of the American Society of Civil Engineers (ASCE), the City of Olathe, and the American Society of Landscape Architects (ASLA) should be considered for such water quality enhancement.

B. Enhance landscape treatments around detention facilities.

C. Use detention ponds and grassy swales to filter stormwater prior to its entry into common area stream courses, ponds, or lakes.

D. Provide buffers between chemically-treated or fertilized areas and open water and stream courses. Such buffer areas should be at least fifteen feet (15') wide adjacent to open water.

2.2 DRAINAGE CRITERIA

POLICY:

Site drainage should be designed to minimize the pooling of water at building foundations, entrances, and service ramps.

CRITERIA:

A. Provide drainage away from all buildings in accordance with accepted drainage practices.

B. Where drainage improvements are needed, use surface drainage systems, such as swales and retention basins, instead of underground techniques.

C. Avoid drainage designs that concentrate and accelerate surface runoff.

D. Use grassy swales to help remove pollutants from stormwater and to provide for the attenuation of peak flows due to storage capacity and water velocity. Properly designed grass-lined swales are required for conveying storm water to ponds.

E. Avoid hard channel designs. When channels are required, they should be sensitive to natural site contours and meander like natural stream flows.

F. Use natural rock channels and drop structures to slow water flows and minimize erosion on steeper slopes.

2.3 DETENTION AND RETENTION FACILITIES

POLICY:

On-site detention ponds and **regional detention facilities** should be developed and utilized according to the ***MDP's Stormwater Drainage and Retention Ponding Plan***.

CRITERIA:

A. Install stormwater conveyance systems, sedimentation ponds, and/or other detention devices prior to any other grading or development activities in those basin areas where regional detention ponds or facilities are not planned by the **Corporate Park**.

B. Install **temporary** detention devices, sedimentation ponds, and/or stormwater conveyance systems prior to any other grading or development activities in those basin areas where the **Corporate Park** has not yet constructed planned regional detention ponds or facilities.

C. Design all site detention ponds to provide 100-year flood detention with controlled release at historic rates.

D. To as great an extent as possible, integrate detention and retention facilities into recreational and functional amenities (see ***Water Amenities, Section 2.4***). Such facilities should appear as natural elements of the landscape.

E. Provide easements for access by maintenance vehicles to all regional detention and retention ponds.

F. The use of rooftop detention is discouraged.

2.4 WATER AMENITIES

POLICY:

Wherever possible, drainage facilities should be designed with water and riparian vegetation as year-round features.

CRITERIA:

A. Design detention and retention ponds as year-round amenities, which are fully integrated into the overall design of a site or parcel. Convenient pedestrian access and preserved views from courtyards, trails, and building entrances are desirable design elements.

B. Consider the incorporation of fountains and water sculptures for aesthetic reasons, as well as recirculation and aeration purposes.

C. Line ponds that serve as amenities to minimize water loss and weed growth.

2.5 DRAINAGEWAY ALIGNMENTS

POLICY:

Drainageways are intended to serve the **Corporate Park** as amenities, as well as functionally. These drainageways are designed as an inter-related, continuous system. Flexibility in the alignment of individual water courses may be considered, as long as the continuity of the total system is maintained.

CRITERIA:

Alternative drainageway alignments may be considered if connecting points to various segments and adjacent parcels are maintained.

2.6 SITE-GRADING, EXCAVATION, AND EROSION CONTROL

POLICY:

The design of site improvements should minimize cut-and-fill in order to preserve each site's natural terrain to the maximum extent possible. Site-grading designs should be executed in such a manner to avoid drainage impacts (such as erosion and road damage), both on-site and downstream.

CRITERIA:

2.6.1 Site-Grading and Excavation

A. Preserve the natural setting to as great an extent as possible with grading designs that are sensitive to existing land forms and topography.

B. To as great an extent as possible, limit the area of construction on each site.

C. In developing sites, use slopes no greater than three-to-one (3:1), unless qualified soils engineering information is

provided regarding the desired variance.

D. Provide good surface drainage for cuts and fills and protect them from erosion and sedimentation via re-vegetation, terracing, and/or retaining walls.

E. Avoid abrupt grade changes within the drip-line of existing trees that are to be maintained.

F. Maintain each site's significant natural vegetation during grading activities. Removal of any significant natural vegetation shall be only with the authorization of the **NCC** (See ***Section 6.2.1, Preservation of Existing Vegetation*** for additional criteria).

G. Machine grading is not permitted within required buffers and setback areas adjacent to building site boundaries, with the exception of those adjacent to roadways, or within the drip-line of existing trees which are to remain.

2.6.2 Erosion Control

A. Provide suitable erosion control plans prior to receiving a building permit. Suitability will be determined by the **NCC**, and is expected to be based upon, at a minimum, demonstrated temporary erosion controls and the design of a permanent bio-filtration system to be installed above proposed discharges into open water bodies and public systems.

B. Install approved erosion control devices and siltation basins prior to commencing any other grading or development activities.

C. Protect all adjacent and downstream properties, lakes, and roadways from sedimentation and soil erosion resulting from site development. Under no circumstances shall such sedimentation or soil erosion deposits be permitted to enter adjacent properties or drainageways.

D. Immediately repair, replace, or otherwise correct any damage to adjacent properties or drainageways from sedimentation due to development. Such repairs shall fully satisfy the damaged property's owner and the **NCC**, and be provided at the expense of the owner of the site being developed.

3. VEHICULAR CIRCULATION CRITERIA

3.1 PARKWAY AND ROAD HIERARCHY

3.2 ENTRIES TO PARCEL AND BUILDING SITES FROM PRIMARY OR SECONDARY PARKWAYS

3.3 INTERNAL DRIVES

3.4 DROP-OFF AREAS

3.5 EMERGENCY AND UTILITY ACCESS

3.6 MASS TRANSIT FACILITIES

3.7 ENERGY CONSERVATION/AIR QUALITY CONTROL

3.8 RESTRICTED-ACCESS DRIVES/SECURED ENTRIES

3. VEHICULAR CIRCULATION CRITERIA

Vehicular circulation within the **Corporate Park** is designed to provide safe and convenient access to all sites. The design of these routes is an important feature of the **Corporate Park**, providing an attractive "stage" for presenting individual parcels and buildings to the public, as well as convenient circulation.

Primary access points to all sites are provided via an internal parkway system, featuring divided roadways, variable-width medians, and landscaped entryways. The hierarchy of parkways and roads emphasizes view corridors, and features curvalinear sections to create continuous visual interest. Coordinated landscaping along major roads and at driveway entrances is also emphasized.

The following criteria address basic planning concepts for arranging and designing parkways, entry drives, and roads. Detailed design criteria for streetscape landscaping are located in ***Section 6***, ***Landscape Design Criteria***. Engineering standards for these roadways are also reviewed by the **NCC**.

3.1 PARKWAY AND ROAD HIERARCHY

POLICY:

The **functional hierarchy** associated with all parkways and roads within the **Corporate Park** shall be expressed in all street design and engineering, as well as their landscape treatments.

CRITERIA:

A. The following classifications and characteristics apply to all roadways in the **Corporate Park**:

1. **Primary Parkway:**

Valley Boulevard is the **Corporate Park's primary parkway**, providing continuous, uninterrupted access throughout the development and connecting it to its primary perimeter roadways, Cedar Creek Parkway and College Boulevard, which serve the larger **Cedar Creek Community**. This primary parkway consists of a divided roadway with variable-width medians and unifying streetscape and entryway landscaping.

2. **Secondary Parkways:**

Secondary parkways provide direct access from the primary parkway to development parcels, and connect them with the perimeter roadways and other internal roadways within the **Cedar Creek Community**. These secondary parkways include secondary entryways into the **Corporate Park** where they connect with the perimeter roadways, Cedar Creek Parkway and College Boulevard. Secondary parkways may be designed as divided or undivided roadways, and feature consistent streetscape and entryway landscaping, similar to the primary parkway's.

3. **Internal Drives:**

Internal drives provide access to building parcels, and are shared by several building sites/facilities within the parcel.

4. **Entrance Drives:**

Entrance drives provide direct access to individual building drop-off and parking areas.

5. **Service Drives:**

Service drives provide access to loading and waste pick-up areas within individual sites or parcels.

B. Design roadway sections for each road classification to comply with dimensions specified in ***Section 1.1, Entrances From Primary Roadways*** of these ***Design Guidelines*** and the ***MDP*** **(*Roadway Design* Standards)**.

3.2 ENTRIES TO PARCEL AND BUILDING SITES FROM PRIMARY OR SECONDARY PARKWAYS

POLICY:

Each entrance to a parcel or individual building site from a primary or secondary parkway should be designed as a **"gateway"** to the area it serves. Design elements should be **visually interesting** and **consistent** with other streetscape materials used in the involved building site(s).

CRITERIA:

A. Comply with the criteria specified in ***Section 6.1.5, Landscaping of Entry Drives to Parcels*.**

B. Use decorative paving material at entry drive intersections. This helps achieve a sense of entry; encourages reduced speeds; and defines pedestrian crossings. A uniform decorative paving design specified by the **NCC** shall be used throughout the **Corporate Park** at entry drives to parcels and individual building sites.

C. Install lighted bollards or light standards along both sides of each driveway entrance.

D. Comply with the criteria in ***Section 14, Signage,*** regarding **building identification and addresses** at these entries.

E. Consider a single approach, access, or entry drive to help confine or limit vehicle-pedestrian conflicts. This also allows for more buffering of parking areas and preserves street frontage for pedestrian traffic.

3.3 INTERNAL DRIVES

POLICY:

Internal roads and drives should reinforce natural and man-made land forms and amenities, and "lead" drivers visually to building entries or other intended destinations.

CRITERIA:

A. Wherever possible, orient streets and drives to **offer views** of significant natural features and site amenities, and to direct drivers to their destinations.

B. To as great an extent as possible, design drives and parking to fit **the natural contours** of their locations in order to minimize cut-and-fill, preserve natural drainage patterns, and provide easily negotiable roads.

C. Avoid slopes in excess of seven-to-eight percent (7-8%) as locations for internal entry drives and roads.

3.4 DROP-OFF AREAS

POLICY:

Drop-off areas for vehicle passengers should be incorporated in all development plans, and should provide safe, convenient access to building entries.

CRITERIA:

A. Provide separations between driveway curb-cuts and drop-off areas to minimize turning conflicts.

B. Provide a clear **separation** of vehicular traffic between drop-off zones and access to parking lots or parking structures.

C. Design drop-off lanes so they do not obstruct traffic flows when vehicles are stopped to discharge or load passengers.

D. Use **textured paving material** that is easily distinguishable from normal travel lanes. (Note A.D.A. requirements.)

E. Consider the use of signs indicating these drop-off zones and passenger loading areas.

F. Use a hierarchy of plant materials in entrance designs. (See ***Landscape Design Criteria, Section 6)*.**

3.5 EMERGENCY AND UTILITY ACCESS

POLICY:

Fire protection for the **Corporate Park** is provided and administered by _____ Fire District, and police protection by _____. For these and all other services requiring emergency or maintenance access, convenient and appropriate routes should be easily discernible and, when appropriate, clearly marked.

CRITERIA:

A. Provide unobstructed access for fire, police, ambulance, and other emergency vehicles to all sides of buildings.

Such access should be fully capable of supporting such vehicles.

B. Meet all Fire Department regulations regarding the design of emergency access to buildings.

C. Provide unobstructed access to all utilities, including easements when required.

D. Avoid creating "blind areas" that cannot be patrolled by police or security services.

E. Wherever possible, connect emergency routes between adjacent properties.

3.6 MASS TRANSIT FACILITIES

POLICY:

Planning for the **Corporate Park** incorporates transit routes and anticipates access and shelter locations along the primary and secondary parkways. Some buildings and development areas may generate such high volumes of transit use that additional stops may be required in these specific areas. In such cases, the following criteria apply:

CRITERIA:

A. Plans for bus shelters shall be reviewed by the **NCC**.

B. Locate bus shelters convenient to buildings requiring them.

C. Provide concrete pads in front of the bus shelters.

3.7 ENERGY CONSERVATION/AIR QUALITY CONTROL

POLICY:

A significant amount of the air pollution generated by a development such as the **Corporate Park** is from automobile emissions. Each site development plan should encourage alternative modes of transportation for facility employees to help mitigate this important source of air pollution.

CRITERIA:

A. Employers are encouraged to support employee mitigation measures to reduce automobile use. Special incentives might include as preferential parking for those who participate in **ride-sharing** and/or providing **van-pooling**, for example.

B. Employers are encouraged to provide **flexible and/or staggered work schedules** to help mitigate "rush-hour" situations that typically produce high concentrations of pollutants.

C. Facility operators are encouraged to accept and invite pick-up's and deliveries during off-peak periods.

D. Owners and developers are urged to make connections between their facilities and on-street and off-street pedestrian and bicycle systems clear and convenient.

3.8 RESTRICTED-ACCESS DRIVES/SECURED ENTRIES

POLICY:

Some facilities may require security check points in order to monitor access to a site or individual building(s). Such guard houses and security gates should be designed and located to be as visually unobtrusive as possible.

CRITERIA:

A. Locate check points so that **crossing conflicts** with major bicycle and pedestrian routes are minimized, and where queuing vehicles do not restrict visibility or cause other hazardous conditions.

B. Provide **automatically controlled traffic gates** where selected entry is desirable.

C. At such gates, provide adequate **queuing space** for vehicles waiting to enter and exit controlled areas.

D. Provide **shelters** at control points where it is necessary to manually monitor access to roads or parking lots (see ***Special Criteria For High Security Buildings, Section 9.5***).

E. Consider **contrasting pavement** designs or textures to help identify stopping areas at check points.

4. PEDESTRIAN AND BICYCLE CIRCULATION CRITERIA

4.1 OVERALL PEDESTRIAN AND BICYCLE CIRCULATION

4.2 RECREATIONAL TRAILS

4.3 PEDESTRIAN CONNECTIONS THROUGH PARKING LOTS

4.4 BICYCLE PARKING

4.5 HANDICAPPED ACCESSIBILITY

4.6 SITE BARRIERS

4. PEDESTRIAN AND BICYCLE CIRCULATION CRITERIA

The integration of pedestrian and bicycle systems with the general circulation plan is a special feature of the **Corporate Park**. Pathways are designed to connect all parcels and building sites within the **Corporate Park** with the larger **Cedar Creek Community**, as well as with Olathe's and Johnson County's regional pedestrian/bikeway system. Internally, the system is also designed to connect individual building sites with site-wide and regional systems via open space corridors. These pedestrian and bicycle circulation routes are emphasized as recreational amenities, as well as alternatives to automobile use.

4.1 OVERALL PEDESTRIAN AND BICYCLE CIRCULATION

POLICY:

The **Corporate Park's** pedestrian and bicycle systems are designed to invite walking and bicycle use throughout the **Park**, and to connect with regional systems in the area. Individual parcels and sites should be integrated with the overall design to form a comprehensive system within the **Corporate Park** and to provide convenient access to the regional systems. (see the ***Pedestrian/Bicycle Trail System*** component of the ***MDP)***. Maintenace of sidewalks along public streets and within common open space areas will be provided by the Owners Association.

CRITERIA:

A. Provide pedestrian links to all common open space and recreation facilities within the **Corporate Park**.

B. Delineate areas of intense pedestrian activity with **accent pavement** and **special lighting**. Treat these areas as formal or informal plazas.

C. Delineate areas of pedestrian and bicycle/vehicular interface with **accent pavement** and **appropriate signage** to alert pedestrians, cyclists, and drivers to potential conflicts.

D. Wherever possible, direct pedestrian access and walkways away from the north sides of buildings where snow and ice build-ups occur.

E. Along streets, detach and separate sidewalks from curbs. The separation shall meet the adopted ***Parkway Design Standards*** in the ***MDP***.

F. Design sidewalks around buildings, parking areas, and along all public and private roadways, to be constructed of concrete and no less than five feet (5') wide.

G. Design paths that accommodate both pedestrians and bicycles, to be constructed of concrete, no less than eight feet (8') wide.

I. Wherever existing sidewalks are intersected by driveways or otherwise damaged or destroyed by site construction, replace and/or restore sidewalks, as needed.

J. Submit proposed sidewalk locations, alignments, and construction details to the **NCC** as part of the

Project Review Procedures.

4.2 RECREATIONAL TRAILS

POLICY:

Recreational trails should be planned to minimize conflicts with other modes of circulation, and engineered to meet performance characteristics of their identified uses. In general, pedestrian and bicycle trails should provide linkages between recreational and open space amenities.

CRITERIA:

A. Use gravel fines for jogging trails.

B. Where bikeways are planned in conjunction with pedestrian walkways, distinguish them from the walkways whenever possible.

C. Follow the ***MDP*** in planning pathways to connect with the site-wide trail system.

4.3 PEDESTRIAN CONNECTIONS THROUGH PARKING LOTS

POLICY:

Walkways that lead pedestrians from parking areas to building entrances should be designed to facilitate easy movement and minimize crossing conflicts with cars. Pedestrians should feel comfortable about their pathways to buildings, and that they are in a clearly defined "territory."

CRITERIA:

A. Provide **clear, convenient pedestrian routes** through parking lots to building entrances. Pedestrians should not be required to cross service drives or areas to reach major entrances from primary parking lots.

B. Where major pedestrian routes within parking lots cross roadways and drives, use textured or colored paving distinguishable from the road surface to define these routes.

C. Wherever feasible, and where parking lots do not contain easily distinguished pedestrian routes, **orient parking lot aisles perpendicular to building entrances** to minimize vehicle-pedestrian conflicts.

4.4. BICYCLE PARKING

POLICY:

To encourage and accommodate alternative transportation modes, provide **bicycle parking** within each building site.

CRITERIA:

A. Locate bicycle parking areas so they are **highly visible from building entrances** and convenient for employees, yet not generally visible from roadways. Specific considerations include the following:

   1.Lighting should be provided to facilitate evening use

   2.Racks should not be positioned where they obstruct visitor entrances

B. Provide bicycle parking spaces at the minimum ratio of **one (1) space for every twenty (20) required off-street automobile parking spaces**.

C. Provide **protection** from the elements. Specific considerations include the following:

   1.Shelters and bike lockers are encouraged. Protected overhangs incorporated into a building's design are a possible solution.

   2.Shelter designs should be coordinated with building designs or other street furniture elements.

D. Select **bicycle racks** that provide for a wide range of bicycle types and individual security devices. Designs should facilitate bicycle lockup.

4.5 HANDICAPPED ACCESSIBILITY

POLICY:

The **Corporate Park** is intended to be equally accessible to handicapped and non-handicapped persons, and owners and developers are expected to meet or exceed all requirements of the ***Americans with Disabilities Act (ADA), 1992***, and all amendments thereto, in the design and development of individual parcels, sites, buildings, and facilities.

CRITERIA:

A. Adhere to all current ***ADA*** requirements as they apply to the design and development of individual parcels, sites, buildings, and facilities.

B. To as great an extent as possible, provide equal access in a manner that **integrates** handicapped-accessibility with ordinary accessibility, rather than separately.

4.6 SITE BARRIERS

POLICY:

Barriers may be used to separate vehicular and pedestrian traffic for safety purposes, or to restrict access for security reasons, but they should be **visual assets** to the **Corporate Park**, not offensive, and their use should be kept to a minimum. In many instances, excessive numbers and types of barriers are a result of inadequate planning and poor facilities design. Where site design and circulation are thoughtfully planned, few barriers are required. **Typical barriers include fences, walls, gates, curbs, bollards, shrubbery, and berms**.

CRITERIA:

A. Where barriers are needed, plan them as **integral parts** of the overall site design. Specific considerations include the following:

1. **Barrier materials** should be similar to those used for site furniture and relate to the building materials of the primary structure.

2. **Steel posts, chains, chain-link fence, cable, wire, and wire mesh** should be avoided to as great an extent as possible. **Barbed wire** is not allowed.

B. Where barriers are needed, consider the following **acceptable types of barriers** relative to the situation:

1. **To separate or restrict vehicles, motorcycles, and bicycles**, the following barriers may be considered: curbs, curb walls, gates, bollards, and landscape solutions incorporating partially-buried boulders or stone outcroppings in conjunction with plant materials and ground covers.

2. **To separate or restrict pedestrians**, the following barriers may be considered: short masonry walls, low fences, raised planters, pipe rails, and berms.

3. **Plant materials**, such as hedges, are effective barriers only after maturity, and require backup barriers until such time. When located on top of berms, plant material barriers can be effective and attractive.

C. Where barrier needs are indicated, consider the following **alternatives to conventional choices**:

1. **A change in levels** between a walkway and an adjacent area is an effective means of keeping pedestrians on walks and separating pedestrians and vehicles.

2. Benches, seating walls, bike racks, and raised planters installed along the edges of designated routes help **discourage cross-cutting and trespassing**.

3. **Automated barriers to vehicles**, such as gates, barricades, and mechanical devices that fold or recess into the pavement, may be used only in special circumstances (see ***Restricted Access Drives, Section 3.8***).

D. Also read ***Landforms, Section 6.2.5*** and ***Visual Buffers, Section 6.2.6*** for additional information for meeting these criteria.

5. PARKING LOTS AND STRUCTURES CRITERIA

5.1 SURFACE LOTS
5.1.1 General
5.1.2 Walking Distance
5.1.3 Landscaping and Buffers
5.1.4 Standard Dimensions
5.1.5 Circulation and Access
5.1.6 Drainage/Runoff

5.2 PARKING STRUCTURES AND PARKING BENEATH BUILDINGS
5.2.1 General
5.2.2 Screening and Landscaping

5.3 DEVELOPMENT OF FUTURE LOTS AND STRUCTURES

5.4 MOTORCYCLE PARKING

5. PARKING LOTS AND STRUCTURES CRITERIA

This section provides standards for the siting and layout of parking lots and parking structures. Specific landscape criteria for parking areas is included in the ***Landscape Design Criteria, Section 6.*** Parking ratios and other site design criteria are included in ***Site Planning Criteria, Section 1***.

5.1 SURFACE LOTS

POLICY:

Parking areas should be designed and located so they provide safe and efficient vehicular and pedestrian circulation within a site, while also minimizing any negative visual impact on views from adjacent roadways. Large expanses of pavement should be avoided, and on-street parking is prohibited throughout the **Corporate Park**.

CRITERIA:

5.1.1 General

A. Border all driveways and parking areas with concrete curbs and gutters, and pave with asphalt or concrete.

B. To encourage van pools and carpools, locate **special parking spaces** for these vehicles close to building entrances.

C. Design parking lots to allow efficient **snow removal and provide storage** areas where accumulations can melt and drain away with minimum impact on parking.

5.1.2 Walking Distance

The **maximum recommended walking distance** from an outermost parking space to a building entry is **200 feet for guest parking**, and **500 feet for employee parking.** Longer walking distances may be acceptable where pedestrian walkways are well-designed and encourage walking.

5.1.3 Landscaping and Buffers

A. Minimize **negative visual impacts** of parked cars with landscape design elements. Specific considerations include the following:

1. **Screen** parking areas viewed from public ways or in designated view corridors with berms and other landscaping (See ***Landscape Design Criteria, Section 6***).
2. **Divide** large parking lots areas, using planted buffers to minimize the perceived scale of the total parking field.

B. Where **terraced parking areas** are required to accommodate sloping site conditions, provide landscaped medians between levels.

5.1.4 Standard Dimensions

Use the following **standard dimensions** for automobile parking spaces throughout the **Corporate Park**:

1. **Standard parking spaces** for perpendicular layouts within a surface lot: 9.0 feet x 19.0 feet

2. **Compact car parking spaces** for perpendicular layouts within a surface lot: 8.0 feet x 16.0 feet

3. **Handicapped parking spaces**: 9.0 feet x 19.0 feet, with an adjacent, 4.0-foot-wide loading/unloading area. Where more than one handicapped space is provided, one 4.0-foot-wide loading/unloading aisle may be shared by every two reserved spaces. End spaces may utilize an adjacent 4.0-foot-wide walk as a loading/unloading area.

4. **Driving aisle widths:** 24.0 feet for perpendicular parking

5. **Dimensions for diagonal parking** spaces may vary, depending on angles used, and will be evaluated by the **NCC** on a case-by-case basis.

5.1.5 Circulation and Access

Connect multiple parking lots on a site with convenient access roads.

A. D esign parking to **discourage high speed driving**. Aligning travel lanes in straight configurations encourages speeding.

B. Design parking to **avoid dead-end aisles**. Consider the following specific criteria:

1. Wherever feasible, provide continuous access to adjacent parking aisles, lots, or roads.

2. Where dead-end situations are unavoidable, provide adequate space for easy turnarounds

C. Wherever possible, include major pedestrian routes through parking lots to building entrances.

D. Unless major parking routes are provided, align parking aisle medians **perpendicular to building entries**. This alignment minimizes obstacles to pedestrians and encourages walking to more remote parking areas.

5.1.6 Drainage/Runoff

Parking lots constitute a major portion of the **Corporate Park's** impervious surface area and must be designed to **minimize surface run-off.** Run-off from storms and snowmelt must be controlled.

A. Use paving designs that maximize infiltration of storm water into suitable soils.

B. Use French drain systems to as great an extent as possible.

C. Avoid large, continuous paved lots by using **clusters of smaller lots** that accommodate infiltration systems.

D. To promote infiltration and reduce erosion, **disperse** drainage from parking areas.

E. To minimize paving depressions and potential ponding problems provide a minimum one-and-one-half percent (1.5%) slope. Slopes should not exceed two percent (2%).

F. Design drainage from paved areas to "sheet-flow" across grass areas and into grassy swales.

G. See also ***Stormwater Management/Drainage and Erosion Control Criteria, Section 2***.

5.2 PARKING STRUCTURES AND PARKING BENEATH BUILDINGS

POLICY:

The appearances of parking structures, whether free-standing or attached, should relate clearly to the buildings they serve, and contribute positively to the character of any development. Structures integrated into their main buildings are preferred.

CRITERIA:

5.2.1 General

A. Apply the general architectural criteria outlined in ***Architectural Design Criteria For Office/R&D Buildings, Section 7*** in regard to mass, scale, and materials.

B. Provide convenient, weather-protected pedestrian connections between parking structures, main buildings, and pick-up points. Atriums may be considered.

C. Separate vehicular access to parking structures from general surface-lot parking, and clearly identify accesses.

D. Wherever possible, use or create sloping topography to provide direct, at-grade access to each level of structured parking. This reduces the need for internal ramps, reduces construction costs, and expedites entry and exit movements.

5.2.2 Screening and Landscaping

A. Use screening to ensure that car headlights are not visible from ground levels.

B. Where parking is integrated into buildings, design structures so that cars are concealed from view at first-floor levels, along facades and relative to primary entrances buildings.

C. Use **architectural screens or landscaping** to soften the views of top levels of structured parking that can be seen from upper floors of adjacent buildings. This is especially critical where these decks are visible from upper floors of buildings oriented to designated view corridors.

D. In such locations, where top decks are used for parking, landscape a minimum ten percent (10%) of the visible surface area, applying the ***Parking-Lot Landscape Criteria*** outlined in ***Section 6.4***. Hard-surface, decorative elements and appropriate recreational activity areas may be included.

E. Where the ground levels of parking structures face major public walkways, design facades to be attractive and interesting to pedestrians. Consider using **decorative screens, murals, or plant materials** to provide visual interest.

5.3 DEVELOPMENT OF FUTURE LOTS AND STRUCTURES

POLICY:

Many projects are expected to be developed in phases, and parking designs should anticipate and accommodate such phasing. Provisions should be made for increased parking demands related to anticipated expansions, and for possible changes in use of a building or complex of buildings.

CRITERIA:

A. Where additional building space may be developed in later phases, **plan for future parking needs** at a project's outset. Such planning and compatibility of future parking lots and structures will be critical review issues for the **NCC** concerning later development stages.

B. Where future development densities impact parking significantly, planning must include evaluations of surface parking lots relative to their ability to accommodate structured parking.

5.4 MOTORCYCLE PARKING

POLICY:

Parking areas for motorcycles should be designed and located to be clearly distinguishable from automobile and bicycle parking areas. Individual spaces should be identified to discourage haphazard parking. Security and visibility are also concerns.

CRITERIA:

A. Use motorcycle **stall dimensions** that are minimally 36 inches (36") by 72 inches (72"), with 48-inch (48") access aisles.

B. Locate motorcycle parking bays so they are clearly distinguished from parking for automobiles and bicycles.

C. Use concrete paving that will support kickstand pressure.

D. Provide motorcycle parking spaces at the ratio of **one (1) motorcycle space per twenty (20) vehicle spaces (1:20)**.

6. LANDSCAPE DESIGN CRITERIA

6.1 PARKWAY CORRIDORS
- *6.1.1 Parkway and Median Dimensions*
- *6.1.2 Parkway and Median Plantings*
- *6.1.3 Landscape Improvement Setbacks*
- *6.1.4 Site-Lines at Road Intersections*
- *6.1.5 Parkway Intersections*
- *6.1.6 Parcel Entry Drives*
- *6.1.7 Directory Areas and Bus Stops*

6.2 INDIVIDUAL BUILDING SITES
- *6.2.1 Preserving Existing Vegetation*
- *6.2.2 Grading and Erosion Control*
- *6.2.3 Drainageways*
- *6.2.4 Retaining Walls*
- *6.2.5 Landforms*
- *6.2.6 Visual Buffers*
- *6.2.7 Sound Buffers*
- *6.2.8 Tree Grates*
- *6.2.9 Intensive Care Gardens*
- *6.2.10 Views*

6.3 PERIMETER EDGE TREATMENT

6.4 PARKING LOT LANDSCAPE CRITERIA
- *6.4.1 General*
- *6.4.2 Landscape Islands*
- *6.4.3 Landscape Medians*

6.5 PEDESTRIAN AND OPEN SPACE SYSTEM

6.6 LANDSCAPE IRRIGATION/WATER CONSERVATION MEASURES
- *6.6.1 General*
- *6.6.2 Xeriscape Concept*

6.7 PLANT MATERIAL SELECTION AND STANDARDS
- *6.7.1 Landscape Zones*
- *6.7.2 Seasonal Application*
- *6.7.3 Planting Standards*

6.8 RECOMMENDED PLANT MATERIALS PALETTE
- *6.8.1 Shade Trees*
- *6.8.2 Ornamental Trees*
- *6.8.3 Evergreen Trees*
- *6.8.4 Deciduous Shrubs*
- *6.8.5 Broadleaf and Evergreen Shrubs*
- *6.8.6 Groundcover*
- *6.8.7 Vines*
- *6.8.8 Seasonal Flowers*

6. LANDSCAPE DESIGN CRITERIA

The general landscape concept for the **Corporate Park** provides for uniform plant materials and landscape elements along all parkway and road corridors, and major public open space areas. In contrast, more individual landscape designs may be used in relationship to individual buildings, although some similarity among parcels within each tract is also encouraged. In this way, a balance is achieved between an overall uniformity of landscaping image for the **Corporate Park**, as a whole, and individual expressions that give identity to each building or campus cluster.

A premium is also placed on preserving natural wooded areas and other unique characteristics of the landscape within the **Corporate Park** in order to: 1) maintain a sense of natural amenity, which distinguishes the property as a unique and attractive setting for business and research; 2) take advantage of the natural separations created by the windrows, wooded areas, and open fields; and 3) preserve the intrinsic environmental value and continuity of mature tree-cover as a wildlife habitat and protection against erosion and contamination by run-off to streams within the **Corporate Park**.

A gradation of plant materials is provided for with these criteria, progressing from low-maintenance, native plants along natural open space areas; to more formal, intensive-maintenance materials near building entrances. Larger landscaped areas should be predominantly low-maintenance materials. High-maintenance materials should be concentrated in areas where pedestrians most frequently experience them, such as at building entrances, public plazas, recreation areas, and information kiosks.

The ***Landscape Design Criteria*** are divided into five areas, corresponding to the major design influences on the site: **Parkway Corridors, Individual Building Sites, Perimeter Edge Treatments, Parking Lots,** and **Open Space.** Each area has distinct landscape characteristics, which require a different approach, yet all must complement a unified image for the **Corporate Park**.

Construction, ownership, and maintenance responsibilities for all common and private open space areas are summarized in the ***MDP (Landscaping and Common Area Features*** element).

6.1 PARKWAY CORRIDORS

POLICY:

The parkway corridors will be **visually cohesive open spaces** throughout the **Corporate Park**. Similar landscape elements should be used at all entrances and intersections. Plant materials, massing, spacing, and height characteristics should provide visual clues to motorists about the hierarchy of roadways. Planting and grading along parkways should work together to create a variety of experiences along these roadways and, to call attention to open space corridors.

CRITERIA:

6.1.1 Parkway and Median Dimensions

A. Along the **primary parkway,** provide a thirty-five-foot-wide (35') median, and a thirty-foot-wide (30') landscaped improvement setback on each side of the road right-of-way.

B. Along **secondary parkways,** provide medians averaging twenty-five-feet (25') wide, and landscaped improvement setbacks, on each side of the right-of-way, that average thirty feet (30') wide.

6.1.2 Parkway and Median Plantings

A**. Vary tree planting species** in medians and parkways to enhance the streetscape experience and to emphasize entries/intersections and open space features.

B. Enhance views with visual breaks in the median trees framing them.

C. Use water-conserving grass mixtures as ground covers for all grassed areas within the thirty-foot (30') improvement setbacks along public rights-of-way, as specified by the **NCC** (see ***Recommended Plant Materials Palette, Section 6.9***).

D. Cluster trees along parkways at a quantity equivalent to an average of one-tree-per-ten lineal-feet (10'), and plant them no closer than six feet (6') from any sidewalk or curb. Trees with excessively vigorous root systems or brittle wood **shall not** be planted within any public right-of-way or within ten feet (10') of any sidewalk.

E. For those areas between the backs of curbs and the outsides of sidewalks, adhere to the landscape design provided by the **NCC** (see ***Landscape Improvement Setback, Section 6.1.3***).

6.1.3 Landscape Improvement Setbacks

Design those areas behind sidewalks and within the thirty-foot (30') improvement setback according to the following specific criteria:

1. Improvements shall be constructed in accordance with the standards and requirements of the ***MDP*** **(Landscape and Common Area Features** element).

2. These areas shall be irrigated and maintained in accordance with the above-referenced standards and requirements.

3. Any damage or destruction within these areas by builders and developers shall be restored at their expense, and according to the directions of the **NCC**. Such required protection and repairs include all underground utilities, irrigation lines, sidewalks, street lighting, and landscaping.

4. Any irrigation lines that cross proposed drives or entrances shall be lowered or placed in a ductile iron sleeve. If lowering any line results in less than one-and-one-half foot (1½') of cover, a ductile iron sleeve is required.

5. If any deviation from an entry location specified in the ***MDP*** is planned, all existing landscaping located with the thirty-foot (30') improvement setback shall be relocated according to the specifications of the **NCC**.

6.1.4 Sight-Lines at Road Intersections

A. At road intersections, provide adequate **sight-lines** for an effective thirty-foot (30') sight triangle, measured from the curb face.

B. Provide Plants and signage within sight triangles according to the following specific criteria:

1. Shrubs may not exceed thirty inches (30") growing height.

2. Mature trees should be pruned of branches up to eight feet (8') to maintain visibility.

3. Signs may not obstruct views.

4. Landscape walls may not be taller than thirty inches (30").

6.1.5 Parkway Intersections

A. Provide clusters of plant materials at **five (5) height scales**: shade trees; evergreen trees; ornamental trees; shrubs; and ground covers.

B. Whenever possible, use berming as a backdrop for landscaping.

C. Plant clusters so they appear as a cohesive visual element and complement the overall landscape theme and palette.

D. Never plant trees in rows. Cluster them two- (2) or three-deep (3), in triangular patterns.

E. Incorporate bermed planting beds, using shrubs, perennials, and annuals for color and interest.

6.1.6 Parcel Entry Drives

A. Provide **three (3) scales** of plantings: ornamental and/or evergreen trees; shrubs; and ground covers.

B. Plant clusters so they appear as a cohesive visual element and complement the overall landscape theme and palette.

C. Integrate **planting designs** with **entry signs**. Plantings should frame or provide visual bases for signs, but not obstruct their visibility.

6.1.7 Directory Areas and Bus Stops

Introduce color in the form of perennial and annual plantings for summer, and evergreens for winter.

6.2 INDIVIDUAL BUILDING SITES

POLICY:

The coordination of landscape design for individual building sites is essential for creating the desired character of the **Corporate Park**. A cohesive design unifies the various buildings and strengthens the cohesiveness of the **Park**. Individual landscape treatments for building sites must compliment the roadway landscapes, create distinctive settings for buildings, and help reinforce the design of the open space system. Owners and Developers must permanently landscape and improve all open space areas within their building sites that are not covered by paving or structures.

CRITERIA:

6.2.1 Preserving Existing Vegetation

Special emphasis is given to preserving significant natural vegetation within the **Corporate Park**. "Significant" is considered to be any vegetation of unique character due to its history, size, variety, or growth habits. This includes all mature trees and understory plants and shrubs greater that three inches (3") in diameter. Specific criteria include the following:

A. To the greatest extent possible, locate site and building improvements to preserve significant natural wooded areas and windrows, including understory plant materials. Efforts which attempt to treat natural wooded areas, and tree covers sympathetically will be given special consideration by the **NCC**.

B. Preserve all existing trees with trunk diameters three inches (3") or greater at three feet (3') above-grade and located more twenty feet (20') or more from any proposed building location.

C. Identify all significant existing vegetation on site plans to be reviewed by the **NCC**, and none of these plant materials may be removed without prior authorization and approval by the **NCC**.

D. **Establish setbacks from preserved wooded areas** in order that building lines and the edges of roads and parking, or services areas are set back at least thirty feet (30') from the drip-line edge of wind-rows and wooded areas to be preserved.

E. In reviewing plans, the **NCC** will give particular attention to grade changes or other site-work adjacent to existing trees to be preserved (see ***Site-Grading, Excavation, and Erosion Control, Section 2.6***).

F. Using tree wells and/or retaining walls to protect existing trees is encouraged.

G. Using wooded areas for walking paths, picnic areas, and benches is encouraged.

H. During construction of site improvements, erect suitable protective barriers around trees to be preserved, making sure trunks, branches, and root structures are not damaged by construction equipment (see ***Section 13, Construction Sites and Temporary Facilities***).

6.2.2 Grading and Erosion Control

Grading for each building site should be designed as part of the overall landscape design and used to integrate buildings into the natural landscape and topography; to aid energy conservation (as in earth-sheltered designs); to screen unwanted views and parking areas; and to assist in environmentally-sensitive stormwater management. Specific criteria include the following:

A. In general, **limit slopes to three-to-one (3:1) or less**. Four-to-one (4:1), or less, slopes are encouraged on south- and west-facing slopes.

B. To as great an extent as possible, **use slopes that are continuous and rolling**, rather than a series of abrupt grade changes.

C. To as great an extent as possible, **avoid retaining walls higher than three (3) feet**. Where taller retaining walls are needed, provide safety features such as railings, fences, or hedges; or crate stepped terraces with two shorter walls.

D. Plant all disturbed soil and slopes with an approved grass mixture or ground cover. Such soils shall be prepared prior to seeding, as determined by qualified soil-testing

E. Wherever feasible, **provide berms for screening** to create interest, direct views, and provide spatial separations.

6.2.3 Drainageways

Existing natural drainageways are envisioned as central open space features within the **Corporate Park**. Generally, a natural image is desired, utilizing a natural edge in conjunction with open space. Specific criteria include the following:

A. Provide "soft," earth bank edges for drainageways. **Plant edges with riparian vegetation**.

B. Avoid locating buildings adjacent to water's edge except as designated on the ***MDP***. When building within such designated areas, provide pedestrian connections along the involved drainageway, through the building site. Materials should be complimentary to the architecture of buildings.

C. Provide **pedestrian connections** to the water's edge from buildings not adjacent to drainageways, but within development tracts abutting such edges.

D. Consider establishing major pedestrian **focal points** along drainageways (foundations, bridges, overlooks,

seating, gazebos, etc.).

E. Wherever possible, divert roof-top drainage directly to grass-lined swales prior to entering ponds or lakes.

F. Locate water-loving trees and native shrubs at the edges of drainageways to frame views of buildings and water.

G. To as great a extent as possible, locate parking lots away from drainageway edges. Where parking must be located near drainageways, use earth berms and plants to screen views of the parking areas.

H. Use plant materials to reinforce and strengthen the edges of drainageways

I. See ***Section 2, Stormwater Management/Drainage and Erosion Control Criteria,*** for additional information.

6.2.4 Retaining Walls

In addition to serving their primary function, design retaining walls to be aesthetically pleasing and offer a variety of uses. Specific criteria include the following:

1. Retaining walls should be constructed of **materials that harmonize** with a building's architecture and the natural surroundings.

2. Textured concrete, natural stone, brick- or rock-faced walls are encouraged.

3. **Native limestone** is strongly recommended for this purpose.

4. Stepped, tiered, or terraced retaining walls can also serve as seating, planting beds, or sign bases.

5. **Railroad ties and other wood materials are not permitted**

6. See ***Section 1.7.2, Improvement Setbacks along Primary and Secondary Parkways*** for **retaining wall setback** information.

6.2.5 Landforms

New land forms should complement the image of the **Corporate Park**, integrating with the overall site appearance, while also meeting their individual functional needs. Specific criteria include the following:

A. For the physical design of new land forms, use horizontal lines or lines parallel to the involved buildings.

B. Utilize existing grade conditions to create separations between various site components. Slopes, banks, and/or berms, for example, should be used to separate roads from parking (see ***Section 4.6,Site Barriers***).

C. Use berming to screen or buffer unwanted sights or sounds. Incorporating vertical plant elements in the berm will increase its effectiveness for blocking views and absorbing noise. Small-leafed or needled coniferous species are best for absorbing sound energy. Although the heights of berms may vary, slopes should not exceed three-to-one (3:1).

D. Provide drainage away from all buildings. Surfaces shall be sloped a minimum of three percent (3%) for lawn areas, and one-and-one-half percent (1.5%) for paved surfaces.

E. Use plant materials to reinforce land forms.

F. Incorporate earth-sheltering concepts with existing land forms for energy conservation.

6.2.6 Visual Buffers

Visual buffers are to be used where **parking, service areas, and accessory structures impact views negatively**. Buffers may be architectural, such as walls or fences, or composed of earth berms and plantings. Specific criteria include the following:

A. Wherever possible, use **earth berms and/or parking lots recessed into the natural topography** to screen parking and service areas from public views. Low retaining walls are also appropriate. Average maximum height should be no greater than three feet (3').

B. Where separations in grade are not possible, or when screening service areas, use **dense hedges, fences, or architectural walls**. Trees and shrubs may also be used, separately and together, to form intensive plant screens.

C. Use **hedges or screens of evergreen or deciduous shrubs** to supplement screens of evergreen and deciduous trees. Deciduous shrubs used should have dense branch structures that begin close to the ground. **Do not alternate** evergreen and deciduous shrubs in a hedge design.

D. **For hedges**, use tri-angulated planting patterns, incorporating a minimum of two (2) rows. Space plants a maximum of three feet (3') on center, and a minimum of on-and-one-half feet (1.5') on center.

E. For **informal shrub masses**, use plants with a wider spread and planted at appropriate distances for their maturity. Use five-gallon container plants wherever possible. Plant materials should be set back a minimum of four feet (4') from the backs of curbs and walkways.

F. **To screen views from above**, use trees in clusters or in combination with shrubs. Clusters shall contain a minimum of five (5) trees, spaced randomly eight feet (8') to fifteen feet (15') apart, or in tri-angulated rows with maximum twelve feet (12') to fifteen feet (15') separations. Trees should be planted at least four feet (4') from the backs of curbs.

6.2.7 Sound Buffers

Sound buffers should be used to decrease noise impacts along the **Corporate Park's** perimeter, and wherever else sound control is desirable. Specific criteria include the following:

A. Use sound buffers around **transformers and power substations** on individual sites (mandatory). Such buffering may also be appropriate for sites along adjacent highways at the **Corporate Park's** perimeter.

B. Use earthforms and architectural solutions to mitigate sound.

C. Provide sound buffers at **heights appropriate** to noise sources and distances between sources and buildings. Such buffers shall be evaluated on a case-by-case basis by the NCC.

D. Maintain maximum noise levels no greater than 55 decibels (55db) at building lines.

E. **Plant materials, by themselves, are not sufficient noise buffers**.

6.2.8 Tree Grates

Tree grates should be used to prevent excessive soil compaction and to give added interest to pavement designs. Specific criteria include the following:

A. Use tree grates fabricated of steel, cast iron, or concrete capable of supporting maintenance vehicles.

B. In areas receiving heavy use, protect young trees with tree guards.

6.2.9 Intensive Care Gardens

Certain distinctive areas within the **Corporate Park** are designated as sites for special gardens, requiring special care. These gardens highlight areas of high public visibility and are important focal points in the **Corporate Park** landscape. Specific criteria include the following:

A. Consider the following locations for **Intensive Care Gardens:** medians at major entrances to the **Corporate Park**, parcel entries, or major building entrances; around principal signs within parcels and building sites; at corners of major vehicle and pedestrian entry points; and in planting areas in and around major pedestrian courts.

B. The use of **annuals, perennials, and bulbs is strongly encouraged** for these highly visible areas for a variety of color and interest.

6.2.10 Views

As additional parcels and sites are developed, **views of the Corporate Park's amenities, natural features, and landmarks** should be retained. The appearances of buildings and roadways **must be integrated** with the landscape and sited to enhance views to these features. Views into, and out of, individual building sites must be considered, as well as within the context of the entire **Corporate Park**. Specific criteria include the following:

A. Enhance **views into building sites from perimeter roadways**. Consider the following specific criteria:

1. When proposed buildings and parking will be visible from adjacent highways and interchanges, visual simulations (models or computer-simulated perspective analyses) may be required as part of the **NCC** review.

2. Landscape materials should **enhance building forms**.

3. Plants and grading should help **integrate buildings into the landscape.**

4. Plants should be used as **contrasts to building forms.**

5. Plants should be used to **frame views** from adjacent highways and streets.

B. Enhance **views from within the building site.** Consider the following specific criteria:

1. **Views** to off-site landmarks and vistas, interior drainageways, and open space corridors should be protected.

2. **Views** to these features should be enhanced with landscape and architectural designs.

3. **Courtyards and balconies** should orient towards these features.

4. Buildings should be sited to provide **view corridors**. Consider the view axes from building entries and windows.

5. Plants should be used to **frame and direct views** and to screen unwanted scenes, but **do not obscure view corridors** with plant materials

6. Refer also to ***Section 1.3, View Corridors***.

6.3 PERIMETER EDGE TREATMENT

POLICY:

The perimeter edge treatment of the **Corporate Park** establishes identity for the **Park** and should convey the desired high-quality image. The perimeter edge should contain a mixture of medium- and low-maintenance and riparian areas, with occasional high-maintenance zones at entries and project identification markers.

CRITERIA:

A. Where site abut the perimeter, use low stone walls that are consistent in character with the **Corporate Park** entry design and wall materials.

B. Create a series of interesting views to a site, framed by topography and landscaping.

C. Coordinate plant massing and materials to respond to the topography.

6.4 PARKING LOT LANDSCAPE CRITERIA

POLICY:

Parking lots are a necessary feature of building sites that can also visually detract from the overall development character, if not designed properly. Parking lots should be designed to blend with each building site's character with the help of landscape plantings and grading.

CRITERIA:

6.4.1 General

A. Organize parking area landscaping into two types:

   1. **Perimeter** landscaping should be used to screen parking from outside the lot.

   2. **Internal** landscaping should be used to break up the parking area and provide shade.

B. Landscape a minimum **ten percent** (10%) of each total parking lot area (excluding perimeter landscaping).

C. Provide **landscape and setback buffers** at the perimeter of parking lots in accordance with ***Parking Lots and Parking Structures Criteria, Section 5***.

D. Introduce color and interest by incorporating perennials.

E. Provide landscape buffers between buildings and parking lots.

F. See ***Section 5, Parking Lots and Parking Structures,*** for additional information.

6.4.2 Landscape Islands

A. Within parking lots, place **landscape islands** between every ten (10) parking spaces to break up the expanses of pavement. Within landscaped medians (see ***Section 6.4.3***) in parking bays, place landscaped islands between every twenty (20) parking spaces.

B. Design these **landscape islands** minimally six feet (6') wide, and plant each with one (1) tree, five (5) shrubs, and full ground cover for every one-hundred-fifteen square feet (115') of island area. An additional tree may be substituted for five [5] shrubs).

C. Design **islands at the ends of parking bays** at a minimum width of ten feet (10'), and plant with one (1) tree, nine (9) shrubs, and full ground cover for every one-hundred-fifteen square feet (115') of island area.

6.4.3 Landscape Medians

A. Design landscape medians to provide a minimum effective pedestrian walkway four feet (4') wide, exclusive of car overhangs, and landscaped area ten feet (10') wide. Shade trees within these medians should be spaced a minimum of twenty feet (20)' on center.

B. Place landscape medians between every other parking bay in lots for more than one hundred (100) cars.

C. Where walkways in medians will not be utilized, they may be eliminated and the medians reduced to a width of ten feet (10').

6.5 PEDESTRIAN AND OPEN SPACE SYSTEM (For Site-Wide Systems and Individual Parcels)

POLICY:

The landscape criteria for Pedestrian and Open Space Systems apply to site-wide infrastructure development, as well as to individual building sites. An important overall concept of the **Corporate Park** is the interconnected network of natural areas and habitats which are made accessible by passive trails. All common open space areas on individual parcels shall be designed to contribute to this overall, site-wide network. These open space areas should appear as "natural" as possible. Common open space areas are defined in the ***MDP*.**

CRITERIA:

A. Design open space areas as **links** between individual buildings and building clusters.

B. **Limit the maintenance** of existing natural open space to correcting hazardous conditions, such as broken tree limbs, and removing man-made debris. Selective pruning and re-vegetation with native plant materials should take place when needed to protect and propagate existing plant growth. Sediment levels in detention ponds and water features should be closely monitored and major cleaning take place when necessary.

C. **Do not** dump or store fill dirt, gravel, masonry, surplus equipment, transformers, steel barrels, steel sheds, etc. in designated open space areas.

D. Organize paths and corridors with understandable "termination points," utilizing seating areas, directories, or kiosks, for example.

E. Provide plant massings in open space corridors to encourage animal habitat and movement.

6.6 LANDSCAPE IRRIGATION/WATER CONSERVATION MEASURES

POLICY:

Water is a finite and valuable resource. Nationally, a significant percentage of water use goes to the irrigating grasses and plant materials. Within the **Corporate Park**, every effort should be made to conserve this precious resource and

utilize alternative means for maintaining a suitable landscape environment. The Owner's Association may provide or make available alternative sources of irrigation water to common open space areas, and possibly, to private open space within individual sites.

CRITERIA:

6.6.1 General

A. Provide a carefully conceived landscape design for each new building site that reinforces the goals of the ***MDP***. The ***MDP*** designates areas for various landscape treatments that vary in their water and maintenance needs.

B. Design drainage systems to empty into retention ponds that can be used for irrigating landscaping.

C. Irrigate all landscaped and planted areas via automatic irrigation systems that incorporate water conserving features. Impulse spray heads are recommended for lawn and ground cover areas, and drip irrigation for shrubs and trees.

D. Design parcel irrigation systems with the capability of being connected to the common area irrigation system, in the event alternative irrigation water supply systems are implemented.

E. Irrigation provided within the thirty-foot (30') improvement setback along public roadways will be in accordance with the common area ownership and maintenance standards established in the **Landscape and Open Space Features** element of the ***MDP***.

F. Refer to ***Section 6.1, Landscape Design Criteria For Parkway Corridors*** and ***Section 13.2, Siting of Construction-Staging Areas***,for criteria pertaining to the modification of existing, common-area irrigation lines.

6.6.2 Xeriscape Concept

Xeriscape landscape concepts are strongly encouraged. Such concepts can be incorporated without compromising the intent of establishing significant visual impact through landscaping.

A. Use native plants which have minimum watering and pruning requirements.

B. **Use organically mulched planting beds** to help retain moisture and reduce maintenance. Prepare soil prior to planting for better water absorption and retention.

C. Group similar varieties of native plants together that are drought- and disease-tolerant.

D. Incorporate **zoned planting schemes**, grouping together plants with similar water requirements, to reduce water demand.

E. Use grass mixtures with lower water requirements, wherever possible, and limit the use of bluegrass.

F. Incorporate advanced irrigation measures and scheduling techniques.

6.7 PLANT MATERIAL SELECTION AND STANDARDS

POLICY:

Cedar Creek has adopted a recommended Plant Materials Palette for use in the **Corporate Park**. Plant selections should be made from this recommended list (included as ***Section 6.9***. For a strong visual impact, plants should be used in masses of the same species and within tri-angulated rows or clumps of the same trees. Random, spot-planting of

many different plant types is not appropriate. Planting should reinforce the concepts of the ***MDP*** and compliment architectural forms.

CRITERIA:

6.7.1 Landscape Zones

Landscape areas within building sites and parcels are divided into three basic zones:

A. **High maintenance zones** are located very close to buildings, in plazas and entrances, and as foundation plantings. They include the following:

1. Residential-type lawns requiring weekly mowing
2. Formal plantings
3. Planters
4. Annual flower beds

B. **Medium maintenance zones** are located along primary and secondary parkways, intersections, and parcel entrances, and comprise the major public areas visible from the roads. They include the following:

1. Grasses require mowing two to three times per month
2. Large shrubs
3. Ornamental trees
4. Evergreen trees
5. Large specimen trees
6. Perennial flower beds

C. **Low maintenance zones** are located in environmentally-sensitive areas, along drainageways and perimeter highway corridors, and throughout the balance of the **Corporate Park**. They include the following:

1. Natural and wooded areas
2. Existing vegetation
3. Drought-resistant native plant species of various sizes
4. Meadow-like open fields
5. Wetlands/riparian areas

6.7.2 Seasonal Application

Design planting schemes using a **four-season plan**, and select plant materials to highlight each season. Recommendations include the following:

1. Spring: flowering plants
2. Summer: shade, flowering plants, accent foliage colors
3. Fall: leaf and bark color
4. Winter: branch form and texture, evergreen color

6.7. 3 Planting Standards

An immediate landscape impact is desired within the **Corporate Park**, and to assist this, minimum plant-size standards are required. Larger sizes are also encouraged.

A. Provide landscaping according to the following minimum sizes:

1. Shade/canopy trees:2-1/2" caliper
2. Ornamental trees:2" caliper
3. Evergreen trees: 8- to 10-foot height
4. Multi-stem Ornamentals:8-to 10-foot height
5. Shrubs:5 gallon containers

B. Substitutions and variations will be evaluated on an individual basis.

6.8 RECOMMENDED PLANT MATERIALS PALETTE

The following are recommended plant materials to be used within the **Corporate Park**.

6.8.1 Shade Trees

Botanical Name	**Common Name**
Acer platanoides	`Crimson King' Norway Maple
Acer rubrum	`Red Sunset' or `October Glory'
Acer saccharum	`Legacy' Sugar Maple
Betula nigra	River Birch
Franxinus americana	`Rosehill' Ash
Ginkgo biloba	Ginkgo **use only male trees**
Gleditsia triacanthos inermis	`Shademaster' Honeylocust
Liquidamber styraciflua	American Sweetgum
Platanus acerifolia	`Bloodgood' Sycamore
Quercus alba	White Oak
Quercus imbricaria	Shingle Oak
Quercus macrocarpa	Bur Oak
Quercus palustris	Pin Oak
Quercus robur	English Oak
Taxodium distichum	Bald Cypress
Tilia americana	American Linden
Tilia cordata	`Greenspire' Linden

6.8.2 Ornamental Trees

Botanical Name	**Common Name**
Acer palmatum	Japanese Maple
Carnpinus Betulus Columnaris	European Hornbeam
Cercic canadensis	Redbud
Cornus florida	Dogwood
Cotinus cogrigria	Smoke Tree
Crataegus phaenopyrum	Washington Hawthorne
Koelreuteria paniculata	Goldenraintree
Magnolia x soulangiana	Saucer Magnolia
Malus species	Crabapple
Prunus cerasifera atropurpurea	Purple-leaf Plum

6.8.3 Evergreen Trees

Botanical Name	**Common Name**
Juniperus virginiana canaerti	Eastern Red Cedar
Picea pungens	Colorado Spruce
Pinus nigra	Austrian Pine
Pinus strobus	Eastern White Pine

6.8.4 Deciduous Shrubs

Botanical Name	**Common Name**
Berberris mentorensis	Mentor BarberrySemi-evergreen/fine texture
Berberris thunbergi atropurpurea	Crimson Pygmy Barberry
Cornus stolonifera	Red Twig Dogwood
Cotoneaster apiculate	Cranberry Cotoneaster

Cotoneaster divaricate	Spreading Cotoneaster
Euonymus alatus	Winged Euonymus
Forsythia intermedia	Forsythia
Kolkwitzia amabilis	Beauty Bush
Ligustrum vicaryi	Golden Privet
Lonicera fragrantissima	Winter Honeysucklelate
Pyracantha coccinea	Scarlet Firethorn
Spiraea species	Spirea
Syringa species	Lilac
Viburnum species	Viburnum

6.8.5 Broadleaf and Evergreen Shrubs

Botanical Name	**Common Name**
Buxus microphylla koreana	Korean Boxwood
Euonymus fortunei `jewel'	Jewel Euonymus
Euonymus kiautschovicus	Spreading Euonymus
Ilex crenata convexa	Japanese Holly
Juniperus chinensis plumosa	Andorra Juniper
Juniperus Horizontalis `Bar Harbor'	Bar Harbor Juniper
Taxus cuspidate	Japanese Yew
Taxus x intermedia	Dwarf Japanese Yew
Viburnum opulus	European Viburnum
Viburnum plicatum	Japanese Snowball Viburnum

6.8.6 Groundcover

Botanical Name	**Common Name**
Ajuga reptans	Carpet Bugle

Euonymous fortunei coloratus	Purpleleaf Wintercreeper
Hedera helix	English Ivy
Juniperus horizontalis `wiltoni'	Blue Rug Juniper
Liriope muscari	Big Blue Liriope
Liriope spicata	Creeping Liriope
Sedum spp.	Stonecrop
Vinca minor	Vinca

6.8.7 Vines

Botanical Name	**Common Name**
Campsis radicans	Trumpetvine
Clematis paniculata	Sweet Autumn Clematis
Parthenocissus quinquefolia	Virginia Creeper
Parthenocissus tricuspidate	Boston Ivy
Wisteria sinensis	Wisteria

6.8.8 Seasonal Flowers

	Yellows	**Oranges**	**Red/Pink**	**Violets**	**Blues**	**Whites**
Spring						
Crocus	Tulip Daffodil Pansy	Pansy	Pansy Tulip	Iris Tulip	Tulip Muscari Pansy Daffodil Pansy	Iris Crocus
Early Summer						
	Alyssum Pansy Rose	Tulip Rose	Ageratum Candytuft Pansy Rose	Candytuft Pansy Rose	Ageratum Pansy Pansy	Ageratum Alyssum Candytuft Rose
	Summer					
	Alyssum Coleus	Impatiens Marigold	Ageratum Bachelor	Bachelor button Candytuft	Ageratum Bachelor	Ageratum Alyssum

		button		button	
Dahlia	Zinnia	Begonia	Dahlia	Petunia	Bachelor button
Marigold		Caladium	Dianthus	Salvia	Begonia
Petunia		Candytuft	Geranium		Caladium
Portulaca		Coleus	Impatiens		Candytuft
Snapdragon		Dahlia	Petunia		Coleus
Zinnia		Geranium	Phlox		Dahlia
		Impatiens	Portulaca		Dianthus
		Marigold	Salvia	Geranium	
		Periwinkle	Snap-dragon	Petunia	
		Petunia	Verbena	Periwinkle	
		Phlox	Zinnia	Phlox	
		Portulaca		Portulaca	
		Salvia		Salvia	
		Snapdragon		Snapdragon	
		Zinnia		Verbena	
		Zinnia			

<u>Late Summer/Fall</u>

Marigold	Marigold	Ageratum	Phlox	Ageratum	Ageratum
Portulaca	Chrysan-themum	Periwinkle	Snapdragon		Periwinkle
Chrysanthemum	Zinnia	Phlox	Zinnia		Phlox
Snapdragon		Snapdragon			Chrysan-themum
Zinnia	Zinnia				Snapdragon
					Zinnia

7. ARCHITECTURAL DESIGN CRITERIA FOR OFFICE/R&D BUILDINGS

7.1 RELATIONSHIPS AND COMPATIBILITY BETWEEN BUILDINGS

7.2 BUILDING HEIGHTS

7.3 BUILDING MASSING AND FORMS

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7.12 SERVICE ENTRANCES, TRASH, AND LOADING AREAS

7.13 ENERGY CONSERVATION MEASURES

7.14 WATER CONSERVATION MEASURES

7.15 NOISE INSULATION

7. ARCHITECTURAL DESIGN CRITERIA FOR OFFICE/R&D BUILDINGS

The goal of architectural design review is to promote development of high quality architecture and site design that will endure as classic statements of the time. Buildings should convey a sense of the state-of-the-art technologies housed within the **Corporate Park**, yet avoid stylistic fads that may quickly become outdated. It is the intent of the **Architectural Design Criteria** to provide a maximum of flexibility in architectural design, maximizing building functions, while achieving a sense of continuity for the overall **Corporate Park** development. The **Corporate Park** will develop over a number of years, and it is important that structures built early in the project express qualities and characteristics that will be shared with projects developed later.

These **Architectural Design Criteria** apply to all office and R&D buildings within the **Corporate Park**, including corporate campus and multi-tenant buildings, light manufacturing and distribution facilities. See also ***Site Planning Criteria, (Section 1)***.

7.1 RELATIONSHIP BETWEEN BUILDINGS

POLICY:

Buildings should **relate visually** to others within the **Corporate Park**.

CRITERIA:

A. Orient buildings to not obscure or obstruct desired **views** to or from existing or proposed buildings nearby.

B. Position entrances and courtyards, wherever feasible so they may relate to those of adjacent buildings.

C. Establish visual continuity by using similar or related **landscape materials** for all properties facing major

roadways or the same entry plaza area.

D. Use similar or related materials to those used in the main buildings, for building connectors where connected at the second floor level to allow for drainageways and/or pedestrian connections.

7.2 BUILDING HEIGHTS

POLICY:

The overall sense of building heights throughout the **Corporate Park** should be generally low to medium in scale. The development should appear anchored closely to the ground, however, some contrast in height is expected and desired, especially along the perimeter and highway edges of the development. Specific building concepts for individual parcels are further defined in the ***MDP***.

CRITERIA:

A. Use the following building heights, in general within the **Corporate Park**:

1. Research and Development: Two (2) to three (3) stories
2. Corporate Campus: Two (2) to twelve (12 stories
3. Corporate Offices: Two (2) to ten (10) stories
4. Professional Offices: One (1) to three (3) stories
5. Light Manufacturing/Distribution: One (1) to two (2) stories

7.3 BUILDING MASSING AND FORMS

POLICY:

Buildings should convey a relatedness in their massing and forms to the terrain and each other. Typically, buildings should appear to be built up from an aggregation of subordinate volumes. Larger masses are located at the center of the building composition, with smaller forms stepping down.

CRITERIA:

A. Consider breaking very large buildings into **modules or sub-parts** to reduce perceived scale.

B. Follow terrain, tier, and reinforce with landscape elements when using **step-downs and step-backs**. Consider using **"stepped-down buildings"** to break up larger structures, particularly those over 100,000 square feet or three (3) stories or more in height.

C. **Vary facade elements** are recommended to reduce perceived scale as follows:

1. Alternatives to step-down buildings are the use of deeply inset windows, inset entrances or step-backs and/or projections in the front line of the building
2. Variations in color and texture may also reduce perceived mass

7.4 BUILDING SCALE

POLICY:

Buildings should appear to be of a **"pedestrian scale"**. In general, this is a result using familiar forms and elements that can be interpreted in human dimensions.

CRITERIA:

A. On buildings over sixty-thousand square feet (60,000 s.f.) and more than two-stories high, no wall plane may be more than twenty-four feet (24') high without a meaningful use of techniques to break up the perceived building mass.

B. Express facade components in ways that will help to establish building scale. Compositions that emphasize floor lines or that express rhythms and patterns of windows, columns, and other architectural features are encouraged.

7.5 EXTERIOR EXPRESSION OF FLOORS

POLICY:

Exterior wall design should help pedestrians establish a suitable sense of scale when relating to each building. The **Corporate Park's** vision of a campus-like environment requires that efforts be made to prevent larger buildings from dwarfing the pedestrian or other smaller structures. Articulating the number of floors in a building can help establish a building's scale and break up the bulk of the building.

CRITERIA:

Express the position of each floor in the external skin design.

A. Consider terracing, articulated structural elements, or changing building materials as methods of defining floors.

B. Consider using belt courses or other horizontal trim bands, of contrasting color and materials to define floor lines.

7.6 ROOFTOPS AND ROOF FORMS

POLICY:

Rooftops should contribute to the visual continuity of the **Corporate Park** and should be considered a design element that will be seen from various viewpoints: at ground level, from other buildings, and from adjacent perimeter roadways. A mix of roof forms on individual buildings creates variety in the "roofscape." Roofs should also be interesting when seen from above in higher buildings.

CRITERIA:

A. Consider incorporating **sloping roof forms** such as gable, hipped, or shed roof forms for all or portions of roof designs. Sloping roof forms that are attached along edges of faces, at parapets, and entrances are especially encouraged.
B. Incorporate a **combination of roof types**.

   1. To create variety in the "roofscape" use a **mix of roof forms**
   2. Roofs should also be **visually interesting** as seen from above, in higher buildings
   3. Portions of roofs may be **flat**, especially on larger building segments, but some sloping forms should be visible from major viewpoints

C. Use of compatible roof and building **color** is encouraged.

D. Design mechanical equipment and screening of the lower structure to minimized visibility of equipment on roofs which will be viewed from taller buildings in the same complex.

E. Locate all **rooftop equipment** within a penthouse or screened area. Construct the screen of the same materials as the skin of the building, or of a material similar in color and texture.

F. Develop roof-tops for **recreation** and open space use, wherever feasible.

G. Integrate downspouts and scuppers into attractive architectural elements when blended into the building design. Direct downspouts into on-site grass areas, where feasible, to minimize run-off.

7.7 BUILDING MATERIALS

POLICY:

Visual continuity in major building materials is desired throughout the **Corporate Park**.

CRITERIA:

A. Use **muted** basic wall materials.

1.**Matte textures** and **earth-tone colors** are encouraged. Textured concrete may also be considered
2.The use of brick, cast stone, tile, and textured block should be considered. Textured pre-cast, stucco, and dark aluminum panels or glass spandrel panels may be suitable if used at a scale which can be visually related to the pedestrian or human scale
3.Wood is inappropriate as a primary material
4.The use of unpainted metal or unfinished, untextured concrete, and exposed masonry exterior is prohibited

B. Articulation of planes and surfaces of even simple materials can add visual interest.

C. Reserve **strongly contrasting materials** and colors for accents, such as at building entrances, railings, stairs, etc. Avoid the excessive use of variety of facade materials.

D. Avoid using **highly reflective surfaces** that will generate glare, particularly at the pedestrian level.

1.Reflective glass should be limited to an outside daylight reflective factor of thirty percent (30%) or less. Mirror glass is not allowed except in very limited applications
2.When allowed, limit reflective glass to no more than fifteen percent (15%) of the total building surface area

E. Use of high-quality, low-maintenance materials is encouraged.

1.Building materials that will age with grace should be selected
2.Light-colored materials that may streak, fade, stain, or generate glare should be avoided

7.8 SCALE OF BUILDING MATERIALS

POLICY:

Building materials manufactured in units **measurable in human proportions** should be used whenever possible. Such materials as brick, tile and modular stone help people interpret the size of a building. Perceiving the scale of a building is important in terms of the pedestrian's ability to relate comfortably to it, and to relate to walking distance between buildings,

amenities, and parking lots.
CRITERIA:

A. Use building materials that are **familiar in their dimensions** and can be repeated in understandable modules. This helps establish a sense of scale.

B. Combine building materials in **modules** that can be visually measured to gain a sense of scale.

1. **Cast or scored concrete** that gives a sense of proportion may be appropriate, as well as conventional modular materials, such as brick or stone. Avoid large featureless surfaces
2. In general, large metal, glass or plastic panels or other **non-modular materials** used in curtain wall construction, are inappropriate unless other architectural features can adequately provide a sense of scale

7.9 RELATION OF BUILDING EXTERIOR TO PEDESTRIANS

POLICY:

Facades with a high level of visual interest at both auto and pedestrian viewpoints are encouraged. The exterior character of all buildings should enhance pedestrian activity in their immediate vicinity.

CRITERIA:

A. Design **walkways** that encourage pedestrian use. Avoid locating walkways where users will be subjected to harsh glare from building materials, or where they will be subjected to harsh environmental conditions.

B. Design the **ground floor exterior** of buildings to be **"pedestrian-friendly.**"

1. Decorative wall surfaces and landscape materials are encouraged
2. Muted, modular materials, such as brick and stone are particularly encouraged
3. Windows that can reveal indoor amenities and activities are encouraged
4. Large expanses of blank walls or mirror glass should be avoided

C. Use of covered walks or arcades is encouraged.

D. Use plant materials between building walls and adjacent walkways to soften the pedestrian experience.

7.10 BUILDING ENTRANCES

POLICY:

Primary entrances must be easily identifiable and should relate to human scale. Wherever feasible, entrances should contrast strongly from their lighter backgrounds.

CRITERIA:

A. Develop **main entrances** to be clearly identifiable from primary driveways and drop-offs.

1.Building entrances should be designed to read as **"dark" areas**
2.Tinted glass, painted doors, or recessed arrangements should be considered to create a shaded effect
3.**Frame** around doorways, by changing materials from the primary facade material

4.Primary entrances must be accessible to handicapped users

B. Consider using building entranceways as a **transition** from the building to the ground.

1.Walls, terraces, grading, and plant materials should be incorporated to accomplish a transition from building to ground
2.**Terraces or porticos** can be used to define and extend entrances

C. Develop **secondary entrances** to **connect** to the pedestrian circulation system and be visible from parking areas. These may be more subdued and need not follow the characteristics for main entrances.

7.11 OPEN SPACES INCORPORATED IN NEW BUILDINGS

POLICY:

Plazas, courtyards, and terraces incorporated as public amenities in or between new buildings should be designed to be easily accessible and to be reasonably comfortable for a substantial part of the year.

CRITERIA:

A. Orient open spaces to **views** of activities, architectural landmarks, natural land forms and site features that are visually interesting. Consider opportunities to orient open spaces towards designated view corridors.

B. Provide **seating** that is useable year-round. Position seating to be buffered from extreme winds, but also to take advantage of cooling summer breezes and warm winter sun.

C. Connect open spaces to major activities. Consider connections to:

1. Pedestrian circulation routes and outdoor dining areas
2. Recreation areas
3. Paths to natural areas

D. Create a **sense of enclosure**, wherever feasible, for outdoor seating areas.

7.12 SERVICE ENTRANCES, TRASH AND LOADING AREAS

POLICY:

Service areas should be visually unobtrusive and integrated with the site design and architecture.

CRITERIA:

A. Orient service entrances, loading docks, waste disposal areas and other similar uses toward service roads and **away from major streets** and **away from primary building entrances**.

B. Screen service entrances with walls or landscaping. Use materials similar to others employed on the site.

C. Coordinate the location of service areas with adjacent developments, so that **shared serve drives** can be implemented, where feasible.

D. Avoid placing service areas where they are visible from adjacent buildings or where they will impact designated

view corridors.

7.13 ENERGY CONSERVATION MEASURES

POLICY:

Local climatic conditions afford the opportunity to take significant advantage of passive and active solar energy applications. Buildings should be positioned and designed to maximize the use of the sun for energy savings considerations, and to respect the solar access requirements of adjacent (existing and proposed) buildings.

CRITERIA:

Energy conserving concepts to be considered shall include, but are not limited to the following:

1. Building shape, mass, orientation and placement. Orient buildings to take advantage of prevailing summer winds and to buffer against adverse winter wind conditions
2. Building clustering
3. Types of materials, and their insulation characteristics
4. Fenestration, including the placement of all glass and shading devices, and glazing performance standards
5. Mechanical systems performance standards
6. Application of direct solar or photovoltaic energy systems
7. Daylighting
8. Earth sheltering with creative land forming
9. Avoid solar expressionism

7.14 WATER CONSERVATION MEASURES

POLICY:

Building systems that conserve water should be used wherever feasible.

CRITERIA:

Use **water conserving fixtures** in buildings wherever feasible. Consider these options:

1. Restricted-flow water outlets
2. Lavatory/sink flow limiters
3. Low-flow plumbing fixtures
4. Recycling of process and HVAC cooling water

7.15 NOISE INSULATION

POLICY:

Buildings along perimeter highways should be designed to minimize impacts of road noise on users in buildings and plazas.

CRITERIA:

A. Consider buffering major outdoor areas such as balconies, terraces and plazas adjacent to perimeter highways

(including K-10 and K-7 Highways and College Boulevard).

B. Use all materials with significant sound transmission coefficient along this edge.

C. Use earth berms with evergreen plantings to reduce sound transmission along perimeter highway corridors.

8. COMMERCIAL DEVELOPMENT DESIGN CRITERIA

8.1 GENERAL CRITERIA
8.1.1 Desirable Elements of Project Design
8.1.2 Undesirable Elements

8.2 SITE PLANNING

8.3 PARKING AND CIRCULATION
8.3.1 Site Access and Circulation
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8.3.3 Parking Area Landscaping and Screening

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9.7 ARCHITECTURAL DESIGN CRITERIA
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8.7.2 Building Scale
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8.7.5 Roof Forms
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8. COMMERCIAL DEVELOPMENT DESIGN CRITERIA

Planning and design for high quality commercial development within the **Corporate Park** represent some unique aspects -- and important differences -- compared to development in general within a corporate office park. Key differences -- and important objectives -- include the following:

•Emphasizing a string pedestrian orientation and building interest at ground level -- a **"retail orientation"** at the first floor is essential.

•Varying building forms to enhance strong pedestrian orientations

•Clearly relating buildings to the "human scale"

The following criteria are designed to address these unique aspects of building and site design relative to high quality retail and commercial developments within the **Corporate Park**. They apply to all commercial development parcels and sites within the **Corporate Park** (including retail, business, and commercial service uses) and should be considered **in addition to** other development and design criteria outlined in these ***Design Guidelines***.

8.1 GENERAL CRITERIA

POLICY:

The design of commercial projects shall emphasize building form and scale, and visual interest oriented to the pedestrian. Although distinctive, commercial buildings and sites shall be compatible with adjacent uses within the **Corporate Park**.

CRITERIA:

8.1.1 Desirable Elements of Project Design

Apply the following desirable qualities and design elements for commercial development:

1. Richness of surface and texture
2. Significant wall articulation (insets, canopies, wing-walls, trellises)
3. Multi-planed, pitched roofs
4. Roof overhangs and arcades
5. Regular or traditional window rhythm
6. Articulated mass and bulk
7. Significant landscape and hardscape elements
8. Prominent access driveways
9. Landscaped and screened parking
10. Comprehensive sign program
11. Clear visibility of entrances and retail signage
12. Pedestrian-oriented ornamentation and detail at ground level
13. Clustering of buildings to provide pedestrian courtyards and common areas
14. Step-down of building scale along pedestrian routes and building entrances

8.1.2 Undesirable Elements

Avoid or minimize the following undesirable elements for commercial development:

1. Large, blank, unarticulated wall surfaces
2. Highly reflective surfaces
3. Metal siding on primary facades
4. Plastic siding
5. Large, "boxlike" structures
6. Mix of unrelated styles (i.e. rustic wood shingles and polished chrome)
7. Large, out-of-scale signs with flashy colors
8. Visible outdoor storage, loading, and equipment areas
9. Disjointed parking areas and confusing circulation patterns
10. Poorly defined site access points

8.2 SITE PLANNING

POLICY:

When planning the design and organization of commercial structures and analyzing a site's characteristics and influences, the owners/developers should also take into consideration the existing built context of the area; the location and compatibility of adjacent land uses; and the location of major traffic generators.

CRITERIA:

A. Refer to ***Site Planning Criteria, Section 1*** for applicable parking ratios, floor area and site coverage requirements, and building and parking setbacks.

B. Develop sites in a comprehensive and coordinated manner to provide order and compatibility, and to avoid a jumbled and confusing developments (especially in the case of large sites which will be developed in phases).

C. Site buildings in a manner that compliments existing adjacent structures and does not conflict with existing access, circulation, and visibility.

D. Cluster buildings whenever possible, creating opportunities for plazas and pedestrian malls and preventing long, "barracks-like" structures. When clustering is impractical, establish a visual link between buildings. Such links can be accomplished with arcades, trellises, or other open structures.

E. Locate buildings and on-site circulation to minimize pedestrian/vehicle conflicts. Wherever possible, link buildings to public sidewalks with textured paving, landscaping, and trellises.

F. Treat spaces between buildings as "outdoor rooms," and "furnish" them with pedestrian amenities such as landscaping, benches, fountains, etc. These outdoor spaces should have clear, recognizable shapes reflecting careful planning, and should not appear as "leftover" areas.

G. Orient single, free-standing buildings so their major entries are toward the streets providing access, and their primary facades are parallel to these streets.

H. Avoid locating and orienting loading areas at the fronts of buildings where it is difficult to screen them from view. Such facilities are more appropriate at the rears of buildings or sites, where special screening may not be required.

I. Cluster open space areas into larger, distinctive landscape areas, rather than distributing them "equally" into low impact areas. Such low impact areas include building peripheries; areas behind structures or where barely seen by the public; and areas where open space is not required as a land use buffer or as a yard setback.

8.3 PARKING AND CIRCULATION

POLICY:

Parking and on-site circulation can be critical factors to the success or failure of a commercial development. In analyzing parking and circulation requirements, developers should consider the following key factors: ingress and egress with consideration to possible conflicts with street traffic; pedestrian and vehicular conflicts; on-site circulation and service vehicle zones; and overall configuration and appearance of parking areas.

CRITERIA:

8.3.1 Site Access and Circulation

A. Provide separate vehicular and pedestrian circulation systems, emphasizing pedestrian linkages between uses. In large commercial developments, distinct pedestrian access from parking areas is a key consideration.

B. Separate parking aisles from vehicle circulation routes whenever possible.

C. When opportunities exist, provide common or shared entries and driveways for vehicular access.

D. Avoid conflicts at connection points between adjacent parking lots by maintaining similar directions for travel and

similar parking bay designs.

E. Locate site entries to minimize pedestrian/vehicular conflicts, and design these entries with enhanced paving to differentiate them from sidewalks.

F. Locate site access points as far as possible from street intersections in order that adequate stacking room can be provided. The number of access points should be limited to the minimum required to provide adequate circulation.

G. Provide visible access to the greatest degree possible from parking areas and pedestrian walkways.

8.3.2 Parking Lot Design

A. When possible, use angled rather than ninety-degree (90°) parking.

B. Separate parking areas from buildings by either a raised concrete walkway or landscaped strip -- preferably both. Avoid situations where parking spaces directly abut structures.

C. Whenever practical, provide opportunities for shared parking between adjacent businesses and/developments, especially in multi-tenant and mixed-use commercial centers.

D. Design parking areas so pedestrians walk parallel to moving cars. Minimize the need for pedestrians to cross parking aisles and landscape areas.

E. Design parking areas in a manner that links buildings to the street sidewalk system as an extension of the pedestrian environment. Using design features such as walkways with enhanced paving, trellises, or special landscape treatments assist this objective.

F. Divide parking areas which accommodate a large number of vehicles into a series of smaller, connected lots. Landscaping and offsetting portions of the lot are effective for reducing the visual impact of large parking areas.

8.3.3 Parking Area Landscaping and Screening

A. Landscape parking areas, using interior as wells as perimeter treatments, according to the ***Landscape Design Criteria*** outlined in ***Section 6***.

B. Use low, opaque walls or landscaping to screen parking at peripheral streets or frontages. A combination of walls, berms, and landscape material is highly recommended.

C. Where practical, lowering the grades of parking lots below existing street elevations may aid in obscuring views of automobiles, while promoting views of architectural elements of the structures beyond.

8.4 LANDSCAPING

POLICY:

Landscaping for commercial areas serves a variety of purposes. Those include: helping to define entrances to buildings and parking lots; defining the edges of various land uses; providing transition between neighboring properties (buffering); and providing screening for loading and equipment areas.

CRITERIA:

A. Use landscaping that is of appropriate scale relative to adjacent structures, and will be of appropriate size at maturity to accomplish its intended purpose.

B. Provide landscaping around the bases of buildings to soften the edge between parking lots and structures. Accent entrances.

C. Emphasize and intensify landscaping at building entrances to provide focus and accent.

D. Locate trees within parking lots, and not just at the ends of parking aisles. Provide plant material in sufficient quantity according to the ***Landscape Design Criteria for Parking Lots, Section 6.3***.

E. Protect landscaping from vehicular and pedestrian encroachments with raised planting surfaces, depressed walks, and/or curbs.

F. Use vines and climbing plants on buildings, trellises, and perimeter garden walls whenever possible. See ***Recommended Plant Materials Palette, Section 6.8*** for appropriate plants for this use.

G. Use boxed and tubbed plants in clay, concrete, or wood containers for enhancing sidewalk shops, plazas, and courtyards.

H. To provide adequate visibility to and from sites, keep mature trees trimmed to eight feet (8') above grade, and maintain shrubs at a height of approximately three feet (3').

8.5 WALLS AND FENCES

POLICY:

If not required for specific screening or security purposes, walls should be avoided or kept to a minimum within commercial areas. When required, keep them as low as possible for fulfilling their screening and security functions.

CRITERIA:

A. Design walls at property frontages and those used to screen storage and equipment to blend with a site's architectural character. Both sides of perimeter walls should be architecturally treated.

B. When walls are required, also provide landscaping to soften their appearance whenever possible.

8.6 SCREENING

POLICY:

Screening of outdoor storage and equipment shall be compatible with the architectural character of buildings on a site, and integrated into the site to as great an extent as possible.

CRITERIA:

A. Confine exterior storage locations to those portions of a site least visible to the public.

B. Screen all outdoor storage areas to a maximum height of eight feet (8'). The height should be determined according to the material or equipment being screened.

C. Screen all outdoor equipment from view, whether located on roofs, sides of structures, or the ground. The screening shall be architecturally integrated with the structure in terms of materials, color, shape, and size. Where like equipment is attached to buildings individually, a continuous screen is desirable.

8.7 ARCHITECTURAL DESIGN CRITERIA

POLICY:

Visual continuity and compatibility with the overall **Cedar Creek Community** is strongly desired for commercial buildings throughout the **Corporate Park**. Architectural character should relate to other non-residential structures within **Cedar Creek** and reflect a harmonious style and consistent high level of quality. Similar materials, details, and colors should be used. Building masses should relate to "human scale," and incorporate materials and details that are proportionate to human height and provide visual interest at street level.

Standardized "corporate" architectural styles associated with chain-type restaurants and service stores, are strongly discouraged unless they accommodate the desired **Corporate Park** and **Cedar Creek** image.

CRITERIA:

8.7.1 Building Height

A. Relate building heights to adjacent open spaces to allow maximum sun and ventilation; provide protection from prevailing winds; enhance views of the natural setting; and minimize obstructions of views from adjoining structures.

B. Provide compatibility between the height of new development and that of existing development in the area. The height of new development should "transition" from the height of adjacent development to the maximum height of a new structure.

8.7.2 Building Scale

A. Avoid large-scale buildings that are "box-like" and generally dominate a site. Effective ways to reduce the appearance of "boxiness" on large-scale, bulky structures include the following:

1.Vary the planes of exterior walls in depth and/or direction. Wall planes **should not** run in a continuous direction more than fifty feet (50') without an offset.

2.Vary the height of buildings so they appear to be divided into distinct massing elements.

3.Articulate the parts of a building's facade with color, arrangement of facade elements, or a change in materials.

4.Use landscaping and architectural detailing at ground level to lessen the impact of a building's bulk.

5.Avoid blank walls at ground-floor levels. Use windows, trellises, wall articulation, arcades, materials changes, or other features.

6.Treat each elevation of a building architecturally.

B. Reduce building scale and relate a building's size to human proportions through the proper use and proportion of the following design elements:

1. Window patterns
2. Structural bays
3. Roof overhangs
4. Covered walkways
5. Arcades
6. Siding
7. Awnings
8. Moldings
9. Fixtures and other details

C. Carefully relate the scale of buildings to adjacent pedestrian areas (plazas and courtyards, for example) and other structures.

8.7.3 Building Materials

Building materials should be similar in appearance to those prevalent in **Cedar Creek** and the **Corporate Park**, and include such things as natural stone, masonry, and wood. Specific criteria include the following:

A. The use of natural, earth materials is strongly encouraged, including limestone, stucco, brick, wood siding, concrete tile, and wood shake shingles. Alternative materials that achieve similar looks and are of high quality and low maintenance may be considered.

B. Express the natural texture and color of materials to the greatest extent possible.

C. In most instances, select a single, dominant building material and minimize the number of accent materials.

D. Use the same materials and colors on all elevations of a building. When masonry veneers are used, they should be applied to all elevations.

E. Avoid reflective materials, such as aluminum and glass, especially at the pedestrian level.

F. Use contrasting but compatible building materials and textures to help unify exterior building elements and to create depth, proposition, and scale.

G. Use natural stone and masonry materials on the lower portions of buildings to help anchor them to the ground visually.

8.7.4 Building Colors

Building Colors should be derived from and related to the finishes of primary building materials, such as natural stone, masonry, and wood. These generally muted, earth-toned colors should also be compatible with existing adjacent buildings.

A. Avoid large applications of unfamiliar materials or bright colors. While subdued or muted colors generally work best as a dominant, overall color, a bright trim color can also be appropriate.

B. Choose color palettes for new buildings that are compatible with the colors of adjacent structures.

C. Wherever possible, minimize the number of colors appearing on a structure's exterior.

D. Limit the use of primary colors to accent elements, such as door and window frames, and architectural details.

E. Paint architectural detailing to complement the facade and tie in with adjacent buildings.

8.7.4 Roof Forms

A. Avoid rooflines running in continuous planes more than fifty feet (50'). Offset or jog the roof planes for better aesthetic results.

B. Screen all roof top equipment from public view with materials that are consistent with the main structure. Locate mechanical equipment below the highest vertical element of a building.

C. The use of the following roof materials is encouraged:

1. Concrete tile
2. Natural wood shakes
3. Standing-seam metal

D. The use of the following roof materials is prohibited:

1. Corrugated metal
2. Highly reflective surfaces (although copper roofs may be considered)
3. Illuminated roofing

8.7.5 Awnings

A. Where awnings are used along a row of contiguous buildings, use a consistent form, material, color and location. The awnings should be located to provide a consistent minimum eight-foot (8') vertical clearance.

B. Limit signs on awnings to painted messages on awning flaps (or valances), or to the ends of panels of angled, curved, or box awnings.

C. Avoid plexiglass, metal, and glossy vinyl illuminated awnings. Canvas, treated canvas, matte finish vinyl, and fabric awnings are encouraged.

D. Do not use internally illuminated awnings.

8.8 SIGNS

POLICY:

Every design for a commercial building or complex shall include a precise concept for signage. Provisions for placement, scale, and readability should be considered in developing the concept. All signage should be compatible with the architectural character of a building design, as well as consistent with the **Comprehensive Signage Program** established for the **Corporate Park**.

CRITERIA:

A. Use monument signs at primary entries to provide business identifications and building addresses.

B. Where single-tenant buildings are associated with large, multiple-building complexes, provide individual business identification signs adjacent to such single buildings.

C. Where several tenants occupy the same building, use individual flush-mounted signs on the building -- in combination with a monument sign identifying the entry to the development and its address.

D. The use of back-lit, individually-cut letter signs is strongly recommended.

E. Use signs to provide appropriate directions to loading and receiving areas, visitor parking, and other special areas within each development site.

F. Design and locate all exterior signs in accordance with the Standard outlined in the ***Sign Criteria, Section 14***.

8.9 EXTERIOR LIGHTING

POLICY:

Exterior lighting should be used to provide illumination for security and safety of entry drives, parking, service and loading areas, pathways, and courtyards.

CRITERIA:

A. Design all exterior light standards as a "family" of compatible fixtures which relate to the architectural character of the buildings on a site.

B. Design light fixtures that will be highly visible from, or adjacent to, the parkway system (including entry drives and parking areas), to be compatible with the approved parkway lighting standards (see ***Exterior Lighting Criteria, Section 10***).

C. Design lighting for commercial sites in accordance with the ***Exterior Lighting Criteria, Section 10***.

D. Integrate illuminators or fixtures used to light building-mounted signage, building facades, or pedestrian arcades, with a building's architectural design.

E. To assist security, provide lighting that is adequate for visibility, but not overly bright. All building entrances should be well-lighted (see ***Lighting Intensity, Section 10.9***).

F. Design all lighting fixtures to shield or confine light spread within a site's boundaries (see ***Exterior Lighting Criteria, Section 10***).

9. ADDITIONAL DESIGN CRITERIA FOR SPECIAL BUILDINGS AND SITES

9.1 SPECIAL DESIGN CRITERIA FOR PARCELS ADJACENT TO K-10 AND K-7 HIGHWAYS AND PERIMETER ROADWAYS

9.2 SPECIAL DESIGN CRITERIA FOR PARCELS ADJACENT TO MAJOR OPEN SPACE AND RECREATIONAL AREAS

9.3 SECONDARY BUILDINGS

9.4 HIGH-SECURITY BUILDINGS

9.4.1 Security Fencing and Lighting
9.4.2 Security Buildings
9.4.3 Building Scale
9.4.4 Telecommunications

9. ADDITIONAL DESIGN CRITERIA FOR SPECIAL BUILDINGS AND SITES

The following design criteria address special building types and sites requiring exceptional consideration and apply **in addition to** the ***Architectural Design Criteria for Office/R&D Buildings*** outlined in ***Section 7***.

9.1 SPECIAL DESIGN CRITERIA FOR PARCELS ADJACENT TO K-10 AND K-7 HIGHWAYS AND PERIMETER ROADWAYS

POLICY:

Building sites adjacent to K-10 and K-7 Highways and other perimeter roadways should pay special consideration to the added visibility these sites offer, and to available views to the surrounding natural environment, both from within these sites and outside.

CRITERIA:

A. Use "double-front" designs, orienting to both the adjacent parkway and perimeter roadways. Buildings facing edges along major perimeter roadways, that also face important spaces in the interior of the **Corporate Park**, are examples. Both the perimeter facades and the primary sides facing into the sites should appear as major architectural images.

B. Orient primary entrances to main parking lots and provide a second "major entrance" facing other public sides.

C. Where parking lots occur adjacent to perimeter roadways, provide landscaping in excess of the general requirement to soften visual impacts on these roadways according to the following specific criteria:

   1. Landscape a minimum of fifteen percent (15%) of interior parking lot areas (see ***Landscape Design Criteria, Section 6*** for details).
   2. Define pedestrian walkways within parking lots with decorative paving and low-scale lighting.
   3. The use of decorative paving for visitor parking stalls is encouraged.

D. Provide noise and visual buffers along the perimeter roadways in accordance with the ***Landscape Criteria for Individual Building Sites, Section 6.2***.

E. Provide landscape improvements along perimeter roadways consistent with the ***Landscape Criteria for***

Perimeter Edge Treatment, Section 6.3.

F. Set back all building and parking improvements according to the ***MDP*** and the requirements in ***Building and Parking Setback Requirements, Section 1.7***.

9.2 SPECIAL DESIGN CRITERIA FOR PARCELS ADJACENT TO MAJOR OPEN SPACE AND RECREATIONAL AREAS

POLICY:

The development of sites adjacent to major open space corridors and recreational areas should pay special attention to the visual impact of buildings and parking lots in these areas.

CRITERIA:

A. Provide landscape buffers and appropriate transitions from buildings sites to open space corridors. See the ***MDP*** for details.

B. Site and orient buildings to take advantage of views and view corridors to adjacent common open space and recreation amenities.

C. Use plant materials to help frame views to these features.

D. Provide outdoor courtyards, pedestrian plazas, seating areas, etc. that orient toward open space features.

E. Avoid locating service, loading, and outdoor storage areas between common open space areas and buildings, or in areas where views to open space amenities might be hindered or impacted negatively .

F. Provide on-site pedestrian connections to all adjacent common open space and recreational facilities.

9.3 SECONDARY BUILDINGS

POLICY:

Secondary structures are anticipated on many sites, and such buildings should relate visually to the primary structures and contribute to the general continuity of each site. The term "secondary building" applies to maintenance facilities, isolated work buildings, guard houses, sewage pump stations, power substations and all other buildings that provide services to, or serve in some subordinate manner, the primary building or buildings on a site. All secondary buildings shall be approved by the **NCC**.

CRITERIA:

A. Use materials similar to those of the involved primary building(s).

B. Integrate secondary buildings into landscape and circulation plans of a site via the following specific criteria:

1. Use muted color schemes that tie in with site furnishings
2. Use plant materials to form buffers or transitions between secondary buildings and other landscaped areas
3. Locate service-related structures away from major pedestrian routes

C. Wherever possible, use sloping roof forms.

9.4 HIGH-SECURITY BUILDINGS

POLICY:

Buildings are anticipated in the **Corporate Park** that incorporate secured and/or restricted access. These structures should relate visually to the main buildings they serve and to the surrounding landscape concept.

CRITERIA:

9.4.1 Security Fencing and Lighting

1.For fence criteria, see ***Site Furnishings Design Criteria, Section 11*.**
2.For lighting requirements, see ***Exterior Lighting Design Criteria, Section 10*.**

9.4.2 Security Buildings

A. For guard houses, use the same architectural styles and materials as employed in related primary buildings.

B. Design security buildings as permanent structures.

C. Wherever feasible, integrate guard houses into gateway designs that incorporate decorative plantings and landforms.

D. Use muted colors that blend with the landscape.

E. Wherever feasible, incorporate sloped roofs.

9.4.3 Building Scale

Since fewer windows are likely to be used in high-security structures than in conventional office buildings, it is particularly important that other architectural elements be considered as a means of articulating facades into components that can be easily interpreted to human scale.

9.4.4 Telecommunications

Secured, private telecommunications equipment may be required for these buildings. If **satellite dishes** are not screened from view, they must be strongly integrated into a building's design as a purposeful architectural statement.

10. EXTERIOR LIGHTING CRITERIA

10.1 ROADWAY LIGHTING
10.1.1 Primary and Secondary Parkway Lighting
10.1.2 Building Entry and Driveway Lighting

10.2 PARKING AND SERVICE AREA LIGHTING

10.3 PEDESTRIAN AREAS LIGHTING

10.4 PARKING GARAGE LIGHTING

10.5 SITE SECURITY LIGHTING

10.6 DECORATIVE ARCHITECTURAL LIGHTING

10.7 SIGN LIGHTING

10.8 LIGHT INTENSITY

10. EXTERIOR LIGHTING CRITERIA

Exterior lighting should contribute to the visual continuity of each development and serve multiple purposes, including **illumination, security,** and **amenity**. Special attention should be given to problems associated with transitions from vehicle-oriented lighting of parkways and entry drives, to lighting for more pedestrian-oriented areas of the site and building area.

The ***Exterior Lighting Criteria*** address locations, types, and quality of lighting relative to vehicular and pedestrian circulation systems; parking and service areas; other important pedestrian areas; and special building and landscape accents.

10.1 ROADWAY LIGHTING

POLICY:

Roadway lighting should contribute to the visual continuity of the **Corporate Park** and be used in a consistent manner throughout. To this end, the **Corporate Park** has adopted roadway lighting standards for all primary and secondary parkways. Roadway lighting within individual parcels shall be consistent with the parkway lighting standards and compatible with each site's architectural and natural character.

CRITERIA:

10.1.1 Primary and Secondary Parkway Lighting

A. Illuminate primary and secondary parkways according to the following specific criteria:

1. Cool-colored light sources (high pressure sodium or metal halide)
2. Concealed-light-source or cut-off fixture designs
3. Maximum thirty feet (30') mounting heights
4. 120-200 feet on-center spacing on alternate sides of the street
5. Average 1.2 lumens per square foot of surface area
6. Maximum 200 watt intensity

B. Paint light standards and fixtures a dark color, preferably dark bronze or black.

C. Use concealed-light-source fixtures or cut-off designs to prevent lighting from spilling onto adjacent sites.

10.1.2 Building Entry and Driveway Lighting

A. Illuminate **shared or common** building site entrances and driveways with the same light standard used for primary and secondary parkways lighting (***Section 10.1.1,*** above) in addition to following specific criteria:

1. Cool-colored light sources (high pressure sodium or metal halide)
2. Concealed-light-sources or cut-off fixture designs
3. Maximum twenty feet (20') mounting heights
4. Maximum 200 feet spacing along streets
5. Average 1.2 lumens per square foot of surface area
6. Maximum 150 watt intensity

B. Paint light standards and fixtures a darl color, preferably dark bronze or black.

C. Illuminate **individual or private** building site entrances and driveways with light standards and fixtures compatible with the parkway lighting standards, and consistent with the criteria in ***Section 10.1.2***, above.

D. To provide a consistent and compatible design statement throughout a site, carefully coordinate the design of all free-standing, vehicle-oriented light fixtures, including roadway, parking, and service area locations.

10.2 PARKING AND SERVICE AREA LIGHTING

POLICY:

Lighting for parking and service areas should be unobtrusive, but provide suitable levels of illumination for safe and convenient usage. Designs for these fixtures should be compatible with parkway lighting standards and consistent with all other free-standing, vehicle-oriented light fixtures within a building site.

CRITERIA:

A. Illuminate parking and service areas according to the following specific criteria:

1. Cool-colored light sources (similar to ***Roadway Lighting, Section 10.1***).
2. Concealed-light-source or cut-off fixture designs
3. Maximum fifteen-twenty feet (15'-20) mounting heights
4. Average 0.9 lumens per square foot of surface area

B. Paint light fixtures a dark color, preferably dark bronze or black to match roadway light fixtures.

C. Illuminate parking lots with free-standing, pole-mounted fixtures (only). In service areas, building-mounted or pole-mounded fixtures may be used.

D. Use concealed-light-source or cut-off fixture designs to assure light sources are not visible from adjacents streets and properties, and to prevent light spillover on adjacent areas.

E. Select parking lot fixtures that are compatible with the parkway and internal roadways fixtures, and wherever feasible, similar to those in surface parking areas within adjacent parcels or building clusters.

F. Emphasize pedestrian walkways through parking lots with pedestrian-oriented lighting (see ***Pedestrian Area***

***Lighting,* Section 10.3**).

10.3 PEDESTRIAN AREAS LIGHTING

POLICY:

Lighting of pedestrian-oriented areas and pathways should be designed to help distinguish them from vehicle-oriented systems; scaled to the pedestrian users; and provide for safe use and passage in those areas that might be difficult or dangerous if unlit. Such areas include building entryways, drop-off areas, intersections, pedestrian crossings, pathways, stairs, and ramps.

CRITERIA:

A. Illuminate pedestrian pathways and walks not lit by roadway or parking area lighting according to the following criteria:

   1. Warm-colored light sources
   2. Concealed or semi-concealed light sources
   3. Maximum twelve-fifteen feet (12'-15') mounting heights
   4. Average 0.5-1.0 lumens per square foot of surface area
   5. Dark finished poles

B. Illuminate pedestrian plazas, drop-off areas, and building entrances according to the following criteria:

   1. Warm-colored light sources
   2. Semi-concealed or visible light sources
   3. Maximum eighteen feet (18') mounting heights
   4. Illumination levels should relate to architectural design solutions
   5. Dark finished poles

C. Select pedestrian-oriented fixtures which are compatible with architectural styles and materials of the buildings they serve and are coordinated with other decorative site fixtures.

D. Emphasize pedestrian-to-vehicle intersections with low-level decorative street lights or bollards.

E. Illuminate all primary walkways, steps, or ramps along pedestrian routes during all hours of darkness.

F. The use of building-mounted fixtures for walkways or plazas near buildings is encouraged.

G. The use of low-level bollard lighting to identify pedestrian walkways and drop-off areas at entrances to buildings is encouraged.

10.4 PARKING GARAGE LIGHTING

POLICY:

Parking garage lighting should assist security and safe maneuvering without creating harsh glares to areas outside the structures.

CRITERIA:

A. Design lighting to prevent glare sources inside or outside structures.

B. A uniformly-distributed light level of ten footcandles (10 F.C.) is recommended inside parking garages.

10.5 SITE SECURITY LIGHTING

POLICY:

Security lighting is anticipated on some sites, but should not impact adjacent users negatively.

CRITERIA:

A. Use concealed-light-source or cut-off fixture designs to assure light sources are not visible from street or adjacent parcels and to prevent light spilling onto adjacent sites or areas.

B. The use of building-mounted fixtures is encouraged.

10.6 DECORATIVE ARCHITECTURAL LIGHTING

POLICY:

Special lighting that accents building features and creates visual interest is encouraged, provided that overall continuity is maintained.

CRITERIA:

A. Select exterior lighting fixtures that compliment a building's architecture and provide soft lighting.

B. When lighting architectural surfaces, do not draw inordinate attention to buildings with the lighting.

C. Use exterior lighting to reinforce architectural features that help establish scale or provide visual interest.

D. Consider highlighting entrances, art, terraces, and landscaping.
E. Use fixtures which have a concealed light source or have a source that can be screened from direct view.

10.7 SIGN LIGHTING

POLICY:

Illumination of signs should compliment, not overpower, the images of buildings and their landscaping.

CRITERIA:

A. Where external light sources are directed at sign surfaces, conceal the light sources.

B. Use internal light sources only for illuminating individual letters. Internally-lit sign backgrounds are prohibited.

10.8 LIGHT INTENSITY

POLICY:
Light intensity levels within the **Corporate Park** should vary according to uses and potential hazards.

CRITERIA:

A . Maintain the following illumination levels for the specified locations:

1. Building Entrances5.0 footcandles*
2. Sidewalks2.0
3. Bikeways1.0
4. Courtyards/Plazas/Terraces/Patios1.5
5. Ramps5.0
6. Stairways5.0
7. Underpasses5.0
8. Waiting Areas1.0
9. Parking Lots1.0
10. Roadways1.5

*Values used are in minimum average maintained horizontal, footcandles which are measured at the average point of illumination between brightest and darkest areas, 4'-5' above the ground surface. ***(IES Lighting Handbook - 4th Edition).***

11. SITE FURNISHINGS CRITERIA

11.1 FENCES AND WALLS
11.1.1 Screen Walls and Fencing
11.1.2 Security Fencing

11.2 SEATING/BENCHES

11.3 OTHER SITE FURNISHINGS AND FEATURES
11.3.1 Shelters and Kiosks
11.3.2 Planters and Waste Receptacles
11.3.3 Public Telephones
11.3.4 Trash Dumpsters
11.3.5 Newspaper Vending Machines
11.3.6 Outdoor Art

11. SITE FURNISHINGS CRITERIA

Major site furnishings include fences, walls, light poles, benches, waste receptacles, and planters. In general, visual continuity of these elements is desired throughout the **Corporate Park**. Variations from the norm are welcomed in some instances to provide accents. Such variations should tend to be for establishing "special character" for a facility, such as in conjunction with plazas or terraces attached to buildings. All components of outdoor site furniture should be low maintenance and resistant to vandalism.

11.1 FENCES AND WALLS

POLICY:

Fences and walls should be decorative elements that contribute to the visual quality of parcels and the **Corporate Park's** overall development. If not specifically required for screening or security purposes, fences and walls should not be used. When required, however, fencing should be as inconspicuous as possible, and walls should be low.

CRITERIA:

11.1.1 Screen Walls and Fencing

A. When walls or fences are required to screen or conceal storage and equipment areas, design them to blend with a site's architecture.

B. When perimeter walls or fences are needed along property boundaries or frontages, design them to enhance the site architecturally, with both sides treated similarly.

C. Although lower heights are encouraged, do not exceed wall heights of seven feet (7').

D. Construct fences and walls to withstand strong winds that can exceed 100 miles per hour (161 kilometers per hour).

E. Provide landscaping in combination with walls and fences to soften their appearances.

F. Break up long expanses of fences or walls with periodic columns, insets or change in materials.

G. When walls or fences are required, constructing them from stone, brick, or metal with dark finishes (wrought iron or similar), or a combination of these materials, is encouraged.

H. Using stone walls constructed of materials like or similar to those used at **Corporate Park** entryways is encouraged.

I. Concrete walls are permitted if faced with masonry or stone, or if the surface is scored or textured.

11.2.2 Security Fencing

A. When security fencing is required, it should generally be designed as a combination of solid walls with columns or pillars and decorative view openings; or as a combination of short, solid wall segments and wrought iron or metal grill work.

B. When wire or cyclone fencing is needed for critical security or safety measures integral to the permitted use of the building site, special measures are required. Specific criteria include the following:

1. Coat all chain link fences in black or brown colored vinyl.

2. Wherever feasible, locate chain link fences in earth depressions to minimize visual impact.

3. Buffer chain link fences visually with evergreen plantings.

4. Do not use slats or fabric strung through mesh.

5. Use walls (instead of fences) for areas that require visual privacy.

6. Break up long expanses of fences with periodic columns or insets.

7. Provide additional setbacks, grading, and landscaping to shield fencing from adjacent property, walkways, and roadways.

11.2 SEATING/BENCHES

POLICY:

Outdoor seating should be constructed of materials that are **durable and easy to maintain** in order to best withstand natural elements and vandalism.

CRITERIA:

A. Where seating is designed to be fixed, provide a variety of arrangements (both linear and grouped), which accommodate two to six persons.

B. Provide benches at major building entryways, drop-off areas, and pedestrian courtyards and plazas.

C. Locate benches in areas that receive direct sunlight in the winter and are sheltered from the winds.

D. Select benches according to the following specific criteria:

1. Frames and supports are constructed of dark-painted metal.

2. Seats incorporate hardwood slats and allow for drainage.

2. Benches include comfortable backrests.

3. Seats are fifteen-to-sixteen-inches (15-16") above ground level.

11.3 OTHER SITE FURNISHINGS AND FEATURES

POLICY:

All other site features and furnishings should be coordinated with other major landscape features.

CRITERIA:

11.3.1 Shelters and Kiosks

A. Locate shelters and kiosks in areas of intense pedestrian activity.

B. Use materials similar to benches (see ***Section 11.2.D***).

C. Use sloping roof forms.

D. Incorporate transparent materials or openings to make shelters less obtrusive in the landscape.

11.3.2 Planters and Waste Receptacles

A. Design planters and waste receptacles to coordinate with other street furniture.

B. Use materials and colors similar to those used for benches (see ***Section 11.2.D***).

11.3.3 Public Telephones

Locate public telephones in well-lit areas near high activity centers, such as building drop-off areas and transit stops.

11.3.4 Trash Dumpsters

A. Locate trash dumpsters near building service entrances, easily accessible by trucks.

B. Provide concrete pavement accesses, minimally eight feet (8') wide, to dumpster locations.

C. When located in predominantly public areas (along major pedestrian walkways, for example), screen dumpsters with appropriate landscaping or walls.

D. Wherever feasible, clusters trash dumpsters in areas to be shared by multiple buildings and users.

11.3.5 Newspaper Vending Machines

A. **Group newspaper and other publication vending machines** in pedestal-mounted racks.

B. Select **locations** near activity centers and principal entry points to buildings.

C. Screen side and rear panels with hedges or walls.

D. Install pedestal or wall-mounted machines that project into circulation spaces no higher than twenty-seven inches (27") above floor-level. Projections above this height are a hazard to white cane users.

11.3.6 Outdoor Art

Including outdoor sculptures and other appropriate artwork and special architectural and landscape features are encouraged in the development of individual sites and parcels. Such pieces and features help establish strong visual identities for individual facilities and greatly enhance the special character of the **Corporate Park** in general. When selecting art and special features (such as fountains, wall reliefs, etc.) for outdoor locations, the following specific criteria should be considered:

A. Owners of buildings larger than 50,000 square feet are **strongly urged** to incorporate outdoor artwork(s) in their site development plans.

B. Whenever possible, owners of adjacent buildings and/or sites should consider sharing the cost and location of outdoor art to mutually benefit their facilities.

C. To as great an extent as possible, locate large pieces to provide focal points along important circulation routes and view corridors, including pathways, entry drives, building entries, drop-off areas, and plazas.

D. Consider courtyards, plazas, building entries, and drop-off areas as locations for special architectural and landscape features, as well as artwork.

E. Carefully consider size, scale, and appropriateness when selecting art for outdoor spaces. As a general rule, the piece or feature should neither intrude on its setting, nor be "lost" in it.

F. Select materials and colors that are durable and as resistant to vandalism as possible.

G. Consider the location and orientation of pieces in regard to providing enough room for maximum viewing opportunities.

12. ENVIRONMENTAL SENSITIVITY/ SUSTAINABLE DESIGN

Developing commercial properties with environmental sensitivity and sustainability at the forefront is no longer a niche trend but a fundamental necessity for a resilient and responsible future. Integrating green building practices, such as utilizing sustainable materials, optimizing energy and water efficiency, and incorporating renewable energy sources, yields significant long-term benefits. Environmentally sensitive design minimizes the ecological footprint of construction and operation, reducing pollution, conserving natural resources, and mitigating the impacts of climate change. Furthermore, these practices contribute to healthier indoor environments for occupants, fostering increased productivity and well-being. By prioritizing environmental considerations, commercial developments can demonstrate corporate social responsibility, enhance their public image, and contribute to the overall health of the planet and local ecosystems.

Beyond the ethical and ecological imperatives, environmental sensitivity and sustainability in commercial development offer compelling economic advantages. While initial investments in green technologies and materials might seem higher, the operational cost savings realized through reduced energy and water consumption are substantial over the building's lifecycle. Moreover, green buildings often command higher rental rates and property values, attracting tenants and investors who prioritize sustainability. Government incentives, tax breaks, and green building certifications can further enhance the financial viability of environmentally conscious projects. By embracing sustainability, developers can future-proof their investments against rising energy costs and evolving environmental regulations, ensuring long-term profitability and competitiveness in the market.

Ultimately, the widespread adoption of environmental sensitivity and sustainability in commercial development is crucial for creating thriving and responsible communities. These developments serve as tangible examples of a commitment to a healthier planet, inspiring innovation and raising awareness among occupants, visitors, and the wider public. By minimizing environmental impact and maximizing resource efficiency, sustainable commercial spaces contribute to a more resilient infrastructure and a higher quality of life for present and future generations. Embracing these principles is not just about constructing buildings; it's about building a sustainable future where economic prosperity and environmental stewardship go hand in hand.

13. DESIGN CRITERIA FOR CONSTRUCTION SITES AND TEMPORARY FACILITIES

13.1 GENERAL REQUIREMENTS
13.1.1 Conformance With Other Standards, Codes, Regulations, and Requirements
13.1.2 Approvals
13.1.3 Modifications to Temporary Facilities and Design Criteria
13.1.4 Construction Management Team
13.1.5 Pre-Construction Measures
13.1.6 Mobilization and Construction Start-Up
13.1.7 During Construction

13.2 SITING OF CONSTRUCTION STAGING AREAS

13.3 STORMWATER MANAGEMENT AND DRAINAGE

13.4 VEHICULAR ACCESS TO CONSTRUCTION SITES

13.5 IMPACTS ON PEDESTRIAN AND BIKEWAY SYSTEMS

13.6 CONSTRUCTION PARKING

13.7 LANDSCAPING

13.8 TEMPORARY STRUCTURES

13.9 LIGHTING

13.10 SIGNS

13.11 SECURITY DEVICES

13.12 UTILITIES

13.13 SERVICING AND DELIVERIES

13.14 DEBRIS DISPOSAL

13.15 NOISE AND POLLUTION

13.16 CONSTRUCTION RECORDS

13. DESIGN CRITERIA FOR CONSTRUCTION SITES AND TEMPORARY FACILITIES

These criteria apply to construction site operations and the construction of temporary structures and facilities within the **Corporate Park**. Their purpose is twofold: 1) to coordinate the needs of owners and developers of new building sites and facilities with the rights and needs of tenants and owners of established facilities and adjacent properties; and 2) to maintain a smooth construction process, without delays, while still protecting and preserving the existing environment, a fundamental feature of the **Corporate Park**.

Multiple parties are implicated in the potential responsibilities for developing and constructing new facilities according to the established criteria. Parcel developers, site and/or facility owners and/or developers, construction management companies, builders, and users are all possibilities. Meeting the criteria on an individual project basis is the mutual

obligation of all those involved -- except as otherwise noted herein -- although, at any particular point in time, the owner of any site being developed and/or facility being constructed is ultimately responsible for the current applicable criteria.

When a site is being developed and/or built upon, an owner may designate a project developer, builder, user, etc. as the **individual party** and **owner's designated representative** responsible for seeing that the criteria are met; however, assigning this task to another key party in the project does not absolve the owner from ultimate responsibility for meeting the criteria.

13.1 GENERAL REQUIREMENTS

POLICY:

In developing sites and constructing facilities upon them, owners shall meet all general and specific requirements established by the **NCC**, these ***Design Guidelines***, and all other documents and entities of applicable jurisdiction.

CRITERIA:

13.1.1 Conformance with Other Standards, Codes, Regulations, and Requirements

Cedar Creek expects all owners, developers, and facility users involved in development and/or construction be within the **Corporate Park**, to know and, at a minimum, meet all Federal, State, county, and city standards, codes, regulations, and requirements that apply to the development, construction, and use of such facilities. In some cases, such standards, codes, regulations, and requirements may need to exceeded in order to meet the specific criteria of these ***Design Guidelines***.

A. All owners, developers and facility users shall conform to all Federal, State, county, and city standards, codes, regulations and requirements and shall obtain and post all permits and notices, as required.

B. Whenever the ***Design Guidelines*** criteria exceed such standards, codes, regulations, and requirements, the ***Guidelines*** shall supersede the others.

C. In the event an owner, developer, or facility user discovers any criteria he/she believes to be in conflict with such standards, codes, regulations, and requirements (other than the ***Design Guidelines*** criteria being more stringent), the matter should be brought to the attention of the **NCC** as quickly as possible.

13.1.2 Approvals

In addition to submitting building and site design plans for architectural review, each project's owner shall also submit a ***Construction Site Logistics Plan*** to the **NCC** for operating the construction site (see ***Section 13.1.4***) and for constructing any temporary structures and facilities. Such submittals must be approved prior to their implementation and construction.

13.1.3 Modifications to Temporary Facilities and Design Criteria

If problems or concerns are encountered regarding the implementation of approved plans for a construction site and/or any temporary structures or facilities, or in meeting the criteria outlined herein, the owner shall provide immediate notification, in writing, to the **NCC**, which will determine whether or not to consider modifications to the plans or exceptions to the criteria. **Such modifications and exceptions will be considered only in exceptional circumstances.**

13.1.4 Construction Management Team

A. Each project's owner shall designate one or more representatives to meet regularly with the **NCC** as the project's **Construction Management Team**, to resolve problems and ensure a smooth construction process. Such meetings shall be scheduled by the **NCC** at its own initiative or at the request of the owner.

B. If requested by the **NCC**, each site's project architect or project engineer, or his/her designated representative, shall also meet as a member of the **Construction Management Team** regarding construction issues.

13.1.5 Pre-Construction Measures

A. Whenever a **site or parcel** is purchased from the master developer or a secondary party, but **site development and construction are not imminent**, and at all times prior to the commencement of individual site improvements, it is the responsibility of the owner of the parcel or site to maintain the property. Such maintenance shall include preserving or establishing soil-stabilizing vegetation; mowing or otherwise maintaining such vegetation at a height determined acceptable by the **NCC**; picking-up litter regularly; and any other measures deemed necessary by the **NCC**.

B. As part of the ***NCC Review and Approval Procedures*** for individual sites, each owner shall submit a ***Construction Site Logistics Plan*** showing the following:

1. Phasing of development
2. Job-site trailer location(s)
3. Materials storage location(s) and planned screening
4. Construction access location and details of apron driveway(s)
5. Comprehensive construction schedule (including the completion of site work prior to building construction)
6. Plans for erosion control and soil-stabilization installations

C. In conjunction with the ***Construction Site Logistics Plan***, each owner shall also provide a written, comprehensive program for maintenance and clean-up for all aspects of the construction and development process, including temporary and interim cleaning and maintenance methods.

13.1.6 Mobilization and Construction Start-Up

A. Prior to moving any equipment onto a site or beginning any clearing, grading, or other construction activity, the owner's designated **Construction Management Team** representative(s) (see ***Section 13.1.3***) shall arrange an on-site, pre-construction meeting with the **NCC** to discuss construction procedures.

B. The **NCC** shall provide the owner and the designated **Construction Management Team** representative(s) with a list of the names, telephone numbers, and titles of all key individuals the owner or **Construction Management Team** representative(s) might need to contact (utility representatives, inspectors, **NCC** members, **Cedar Creek Corporate Park** contacts, etc.).

13.1.7 During Construction

A. All criteria and standards outlined herein and in the ***MDP*** and ***Protective Covenants*** shall be adhered to during construction.

B. **Cedar Creek Corporate Park,** the **NCC,** and **Cedar Creek Properties, Inc.** will observe and strictly enforce these criteria and standards throughout construction and shall have access to the site and ongoing construction.

C. Each project's owner is responsible for informing all contractors, builders, and subcontractors involved in the project of these ***Design Criteria*** and of all applicable standards of the ***MDP*** and ***Protective Covenants***.

D. Each project's owner is responsible for the activities and performance of all contractors, builders, and

subcontractors working on the owner's project.

E. At all times during the construction of site improvements, the owner of the site is responsible for on-site management of construction operations. As required by the ***Protective Covenants***, this responsibility includes the services of an authorized agent (a licensed engineer or architect) responsible for the execution of the approved plans and conformance with the ***Design Guidelines***.

13.2 SITING OF CONSTRUCTION STAGING AREAS

POLICY:

Construction sites shall be organized to minimize impacts on adjacent properties and circulation systems.

CRITERIA:

A. To as great an extent as possible, locate construction staging areas away from views from primary and secondary parkways, and avoid damage to adjacent properties and improvements.

B. To as great an extent as possible, locate staging areas away from major pedestrian routes. The minimum set-back from these routes for fencing for staging areas is thirty feet (30'). Wherever possible, screen edges that abut these routes.

C. Replace and restore any landscaping, irrigation, sidewalks, curbs, or driveways to adjacent streets disrupted during construction. This includes lowering and sleeving irrigation lines and constructing sidewalk crossings according to standards established by the **NCC**.

D. Concurrent with the construction of driveways connecting with adjacent streets or building sites, owners may be required to install conduits to accommodate future utility installations. When required, these conduit crossings will be installed at the expense of the owner and according to standards established by the **NCC**.

E. Should damage occur to adjacent properties and constructed improvements as a result of construction, the owner, at its own expense, shall repair or replace damaged property or improvements to the satisfaction of their owner(s).

13.3 STORMWATER MANAGEMENT AND DRAINAGE

POLICY:

Pollution prevention from stormwater and non-stormwater discharges during construction activities are regulated under the National Pollutant Discharge Elimination System (NPDES). In conjunction with meeting the NPDES requirements, temporary drainage control methods should also be suitable for minimizing related impacts on adjacent properties and the **Corporate Park** as a whole.

CRITERIA:

A. Along temporary drainageways, use hay bales to trap sediment and prevent it from entering natural drainageways.

B. Use filter fabric or mulches to control erosion from stockpiled fill-dirt.

C. Re-vegetate bare soil promptly.

D. Fence Riparian zones to prevent potential intrusion by heavy machinery.

E. Conform to all standards and permits for sedimentation and erosion control.

F. Maintain sedimentation protection in good condition throughout the construction process, and do not remove it until permanent landscaping is installed.

G. Remove all silt-screening or other temporary erosion control methods immediately upon the establishment of new vegetation and the completion of construction.

13.4 VEHICULAR ACCESS TO CONSTRUCTION SITES

POLICY:

Each site- or parcel-owner's plan for construction-related traffic shall minimize disruptions to public circulation systems related to the site and within the **Corporate Park** in general.

CRITERIA:

A. Locate access drives to construction sites as close to external roads as possible in order to minimize construction-related traffic within the **Corporate Park**.

B. Avoid locating access drives where significant turning movements by public traffic occur or can be anticipated, or where stacking lanes for turning, and queuing lanes for security check-points, occur or can be anticipated.

C. Cut curbs at driveways, and when needed, provide acceptable traffic control measures to ensure safe, uninterrupted flows on all streets used by construction traffic or otherwise affected by construction activities (including off-site streets).

D. If so directed by the **NCC,** owners shall provide special construction access roads to accommodate their construction traffic.

13.5 IMPACTS ON PEDESTRIAN AND BIKEWAY SYSTEMS

POLICY:

Construction and its associated traffic should not cause disruptions of pedestrian and circulation systems within the **Corporate Park**. Hazardous conditions, such as traffic-crossings and obscuring sight lines at intersections, should be avoided.

CRITERIA:

A. Fence edges of pedestrian routes and bike-ways to avoid potential intrusions by heavy machinery.

B. Avoid locating staging areas and access drives where they block established pedestrian routes and bike-ways.

13.6 CONSTRUCTION PARKING

POLICY:

Construction parking areas should be carefully planned to minimize disruptions to circulation systems, as well as visual impacts to adjacent sites, roadways, and common areas.

CRITERIA:

A. Locate construction parking away from views from primary and secondary roads.

B. Identify construction parking areas with signs that conform to the ***Sign Criteria*** (***Section 14***).

C. Avoid locating driveway entrances into construction parking areas where they conflict with turning movements into adjacent sites' parking or drop-off areas.

D. **Do not** include parking construction vehicles and/or construction personnel's vehicles on adjacent roads and in adjacent parcel parking lots in construction parking plans, except by prior written approval of the **NCC**.

13.7 LANDSCAPING

POLICY:

The protection of existing vegetation and re-vegetation of disturbed areas shall be employed to reduce visual and environmental impacts to surrounding natural areas, open space, and adjacent building locations.

CRITERIA:

A. Provide permanent or temporary vegetation on all areas exposed to construction as quickly as possible.

B. Where construction periods are anticipated to extend more than nine (9) months, install plant materials along fenced edges of staging and storage areas. Select plantings that may be relocated later for permanent installation.

C. Protect existing trees with trunk diameters that are three inches (3") or greater at three feet (3') above grade and located twenty feet (20') or more from any proposed building location.

D. Plant or re-vegetate all disturbed areas and exposed soils immediately upon completion of construction.

E. Install landscaping as soon as possible, according to approved landscaping plans. The **NCC** will make a final grounds and landscaping inspection for compliance with the approved plans and these criteria.

13.8 TEMPORARY STRUCTURES

POLICY:

Temporary structures shall be designed and located to minimize their visual impact on adjacent properties and the **Corporate Park** in general.

CRITERIA:

A. Maintain construction trailers and related buildings in good condition at all times.

B. Use muted, earth-tone colors on all temporary structures.

13.9 LIGHTING

POLICY:

Lighting for construction and storage areas should be designed and located so that it does not generate spill-over glare onto adjacent sites.

CRITERIA:

A. Use cut-off or light shielding devices.

B. Focus lights so they do not shine onto adjacent buildings or open space areas.

13.10 SIGNS

POLICY:

Temporary signage used during construction should be graphically coordinated throughout a site and offer an orderly impression.

CRITERIA:

A. Design all temporary, construction-related signage in conformance with the established ***Sign Criteria*** (***Section 14***), using uniform graphics and color schemes within individual construction sites. Locations and specific designs must be approved by the **NCC** as part of the ***Construction Site Logistics Plan***.

B. Maintain all construction-related signs in good condition at all times.

13.11 SECURITY DEVICES

POLICY:

Securing construction materials stored on-site is expected to be an on-going need throughout the **Corporate Park** during early development phases. Barriers to restrict access to potentially dangerous construction areas and conditions are also expected. Although it may not be possible to completely mitigate these measure visually, every effort should be made to minimize any visual disruptions created by temporary fences and screens.

CRITERIA:

A. Wherever possible, use solid panels in fences or walls to screen stored construction materials. Chain link fences may be considered.

B. Wherever possible, buffer fences with plant materials.

C. Locate storage sites out of view from major roads and drives.

13.12 UTILITIES

POLICY:

Impacts to existing utilities and services to adjacent sites and users should be minimized during construction.

CRITERIA:

A. Protect all existing public and private utilities from damages.

B. Temporary power and telephone lines may be pole mounted. However, such temporary lines may remain in place for a maximum of nine (9) months. Underground lines should be activated at the earliest possible time.

13.13 SERVICING AND DELIVERIES

POLICY:

Construction deliveries should be planned to minimize disruption to surrounding sites and users.

CRITERIA:

A. Schedule deliveries of major construction materials at times that do not conflict with typical morning and evening arrival hours at other sites and businesses.

B. Locate unloading areas where they do not block traffic on drives and streets.

13.14 DEBRIS DISPOSAL

POLICY:

Developers, owners, and builders are encouraged to consider construction waste reduction and recycling programs. All construction debris that is not recycled shall be disposed of in a legal and approved manner to avoid unsightly accumulation within the **Corporate Park**.

CRITERIA:

A. **Do not, under any condition,** bury construction debris on-site or elsewhere within the **Corporate Park**.

B. Provide suitable numbers of construction dumpsters and empty them regularly, prior to overflowing.

C. Clean out concrete trucks **only at designated sites**, but preferably back at the point of origin.

D. Maintain building sites at the completion of each construction day so they are neat and orderly. Such maintenance shall include clearing each site of litter and debris, and cleaning all involved streets of mud, dirt, and debris.

E. Provide protective covers on all trucks hauling debris and excavation or fill material to and from sites.

13.15 NOISE AND POLUTION

POLICY:

During site development and construction, owners shall take every precaution to minimize the effects of construction noise and pollution upon adjacent properties and facility users.

CRITERIA:

A. Use on-site water wagons to minimize dust.

B. Control and confine mud to individual construction sites. This may require the hosing of tires on vehicles leaving a site.

13.16 CONSTRUCTION RECORDS

POLICY:

Accurate records of ongoing construction shall be maintained and documented throughout the life of the construction process.

CRITERIA:

A. Each project construction operation shall include maintaining a set of **As-Built Construction Documents** on-site, which accurately describe the final location, size, type, and other pertinent information regarding all improvements. These documents shall be red-lined and updated daily, or as required, regarding the completion of such improvements, and shall serve as a current record of completed work.

B. At the end of construction and prior to receiving a **Certificate of Compliance** from the **NCC**, each project's owner shall deliver to the **NCC** a reproducible record set of **As-Built Construction Drawings** for all improvements.

14. SIGN CRITERIA

14.1 CORPORATE PARK FEATURE SIGNS
14.1.1 Gateway/Boundary Markers
14.1.2 Corporate Park Entry Identification Signs
14.1.3 Corporate Park Directory Signs
14.1.4 Directional Information Signs
14.1.5 Traffic Regulatory Signs
14.1.6 Trail Signs

14.2 PROJECT AND TENANT IDENTIFICATION SIGNS
14.2.1 Parcel or Site Entry Identification Signs
14.2.2 Building Identification Signs
14.2.3 Parcel or Site Directional Information Signs and Directories
14.2.4 Traffic Regulatory Signs

14.3 TYPES OF SIGNS ALLOWED
14.3.1 Monument Signs
14.3.2 Pole-mounted Signs
14.3.3 Flush-mounted Signs on Buildings
14.3.4 Temporary Signs
14.3.5 Prohibited Signs

14.4 SIGN SHAPES, SIZES, AND LETTER STYLES

14.5 SIGN MATERIALS

14.6 SIGN ILLUMINATION

14. SIGN CRITERIA

These sign criteria apply to all exterior signs visible from public roadways, including all signs outside of buildings.

Signs should contribute to the visual continuity of the entire Corporate Park, but should be subordinate to the site's architectural and landscape elements. Signs are intended to serve as labels, identifying address and location of businesses and activities.

Information that is needed for the visitor to understand the location of business and activities should be presented in a hierarchy. To this end, the sign system for the Corporate Park should be designed to lead the user from perimeter roadways to internal parkways and parcel entry drives, to drop-off and parking areas, and then to major building entrances. This hierarchy shall include the sign types described below. General locations are indicated on the facing diagram.

14.1 CORPRATE PARK FEATURE SIGNS

POLICY:

Feature signs shall be provided by the **Corporate Park** to establish primary identification of the development and direction of information to drivers concerning individual projects and services within the **Park**. These signs shall be coordinated throughout the **Corporate Park**, using common name and logo identification, materials, colors, and design. Feature signs shall be design is monument signs, incorporating low stone walls, landscaping, and accent

lighting.

Feature signs shall include the following types:

CRITERIA:

14.1.1 Gateway/Boundary Markers

A. Boundary markers (shall) **identify** the limits of the development; provide visitors with an indication of scope and importance of the project; and help **orient** motorist and visitors to approaching interchanges and intersections which lead to the main entries of the **Park**.

B. These signs (shall be) **visible** from the perimeter roadways which surround the development, and therefore (will be) **located** adjacent to K-7 and K-10 Highways and College Boulevard.

14.1.2 Corporate Park Entry Identification Signs

A. These signs shall **provide** project identification at the parkway entrances to the development from approaching perimeter roadways.

B. These signs shall include a hierarchy of primary and secondary monument-type signs located in the median and/or flanking the primary and secondary parkway entrances into the development. Secondary entry signs shall be a scaled-down version of the primary entry signs.

14.1.3 Corporate Park Directory Signs

A. Directory signs shall be **located** near the primary and secondary entrances to the development where vehicles can pull of the parkway to view directional information at the **Park**.

B. These signs shall **display** tenant listing, addresses, and location maps for projects and services within the development.

14.1.4 Directional Information Signs

A. These signs shall provide motorist with important directional information along the parkway concerning major projects and services with the development.

B. These signs shall include a hierarchy of primary and secondary directional signs located at primary and secondary intersections and where ever additional directional information is needed.

14.1.5 Traffic Regulatory Signs

A. These signs **consist** of all traffic and regulatory signs **located** along the parkway network, including **street name/identification signs**, **regulatory signs**, and **stop signs**.

B. The design of these signs shall be coordinated throughout the development and consist of **pole-mounted** signs.

14.1.6 Trail Signs

A. Trail signs along pedestrian and bicycle pathways shall be provided to provide directions to common open space areas and recreational facilities.

14.2 PROJECT/TENANT IDENTIFICATION SIGNS

POLICY:

Project/tenant identification signs shall be **provided** by the individual builders/developer of a specific project and shall be **located** within the boundaries of the proposed parcel or building site to be developed. These signs shall establish identification of projects and tenants within the parcel or building site, and directional information to drivers to help guide them from the parkway network into the project and to the building entrance.

These identification signs shall be designed as monument signs which reflect a coordinated and uniform sign system which is compatible with the projects architecture and the established **Corporate Park Feature Signs** (described above).

Project/tenant identification signs shall include the following types:

CRITERIA:

14.2.1 Parcel or Site Entry Identification Signs

A. These project entry signs shall identify the name address of the building at the primary driveway entry to the parcel or building site from the public parkway network.

B. Each site shall be required to include at least one **primary entry sign** at the main entrances to the parcel or building site. Additional, **secondary entry signs** are encouraged, especially for large projects or parcels with additional secondary entrances.

C. A **business name** may be included on these signs only where site entrance serves a single user or tenant, or where a common business or project name will be used to identify a multiple-tenant building or project.

D. Where more than one building or address is accessible from a single entrance, more than one address should be **combined** on the entry sign.

14.2.2 Building Identification Signs

A. These signs shall generally apply to multiple-tenant projects, including parcels or building sites which contain 2 or more multi-tenant buildings or single-tenant buildings, or combination thereof.

B. A building identification sign shall identify the **business name and address** and shall be provided at one or more of the following locations:

1. At the entrance to a private drive serving only that building
2. At the main entrance to the building
3. At the drop-of area of the building

C. Where the driveway serves only a single user, this information may be combined with the **Entry Identification Signs** (above).

14.2.3 Parcel or Site Directional Information Signs and Directions

A. These directional signs and directions miaow be located at the entrances to multiple-tenant and multiple-building projects to provide additional directional information to motorist.

B. Where more than one business occupies a building (multi-tenant building), identify those businesses in a combined director at the building drop-off or entrance.

14.2.4 Traffic Regulatory Signs

A. Traffic regulatory signs for street direction, parking, service and loading, and drop-off areas shall be coordinated throughout the project or parcel.

B. The design of these signs shall be coordinated throughout the project and consist of **pole-mounted** signs.

14.3 TYPES OF SIGNS ALLOWED

POLICY:

In general, the types of signs used should reinforce the sub-urban campus-like setting of the Corporate Park.

CRITERIA:

14.3.1 Monument Signs

A. Use monument signs for all Corporate Park identification and direction, and all building name and address information.

B. Design monument signs to provide a continuous connection with the ground.

C. Integrate monument signs into landforms or landscaping

D. With the exception of directory signs, monument signs may not exceed five feet (5') in height (measured from grade). Directory signs may not exceed eight feet (8') in height.

E. Letter on monument signs may not exceed one foot (1') in height and must be at least two feet (2') above grade.

F. Illuminate monument signs using:

1. Ground-mounted light source
2. Internally illuminate sign face
3. Individually cut, back-lit letters

14.3.2 Pole-mounted Signs

A. Pole-mounted signs are permitted only at **traffic regulation signs**.

14.3.3 Flush-mounted Signs on Building

A. Flush-mounted signs may be used to identify a building or user name at the first floor level only. These signs should be reserved for retail/commercial development buildings.

14.3.4 Projecting from Building

A. Signs that project from a building are allowed for retail/commercial development parcels only.

B. Projecting signs may not exceed four square feet (4 sf) in area and must be mounted above seven feet (7') from grade.

C. These signs should be attached to permanent building design elements, such as covered walkways, arcades and awnings, and compatible with the architecture of the building.

14.3.5 Temporary Signs

A. Temporary signs, including construction signs and marketing/sales signs, may be approved on a case-by-case basis, depending on the duration of use.

B. Use materials durable enough to last the expected duration.

C. In general, the standards for permanent sign apply.

D. Limit dimensions of temporary construction signs to 4.0' x 8.0'.

E. Marketing/sales signs-intended for use where land or leasable space is available - should be designed as monument-type signs and compatible with the **Parcel/Tenant Identification Signs**.

14.3.6 Prohibited Signs

Flashing or moving signs are not permitted anywhere within the Corporate Park.

14.4 SIGN SHAPES, SIZES AND LETTER STYLES

POLICY:

Sign forms should be simple and sizes should be modest such that they act as subordinate elements in the landscape.

CRITERIA:

A. Use simple, straight-forward shapes that convey the message clearly. Signs as symbols are encouraged because they are easily read and enhance pedestrian interest.
B. Corporate logos and letter styles within the sign are permitted.

C. Letter styles adopted as part of the Corporate Park Image are preferred, however, letter styles that are simple and easy to read are also encouraged.

D. Letter styles shall be coordinated throughout the parcel or project.

14.5 SIGN MATERIALS

POLICY:

In general, sign materials should be consistent throughout the parcel and compatible with the projects architecture and the established Corporate Park feature signs.

CRITERIA:

A. Natural stone and other masonry materials are the preferred background material for monument-type signs used within the Corporate Park.

B. Metal, plastic and wood may be used for business identification signs.

14.6 SIGN ILLUMINATION

POLICY:

Sign illumination should not overpower the image of the building and its immediate landscaping as an integral composition, relating to its surroundings.

CRITERIA:

A. External light sources which are directed at the sign surface from a concealed light source are preferred.

B. Internal light sources may be used only where individual cut letters are illuminated.

C. Internally illuminated sign backgrounds are prohibited.

15. MULTI-FAMILY RESIDENTIAL BUILDING DESIGN

15.1 GENERAL CRITERIA
15.1.1 Desirable Elements of Project Design
15.1.2 Undesirable Elements

15.2 SITE PLANNING

15.3 PARKING AND CIRCULATION
15.3.1 Site Access and Circulation
15.3.2 Parking Lot Design
15.3.3 Parking Area Landscaping and Screening

15.4 LANDSCAPING

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15.7 ARCHITECTURAL DESIGN CRITERIA
15.7.1 Building Height
15.7.2 Building Scale
15.7.3 Building Materials
15.7.1 Building Colors
15.7.2 Roof Forms
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15.8 SIGNS

15.9 EXTERIOR LIGHTING

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15.11 OFFSITE AMENITIES

15. MULTI-FAMILY RESIDENTIAL BUILDING DESIGN

Planning and design for high quality multi-family residential development within the **Corporate Park** represent some unique aspects and important differences compared to commercial development in general within a corporate office park.

The following criteria are designed to address these unique aspects of building and site design relative to high quality multi-family residential developments within the **Corporate Park**. They apply to all commercial development parcels and sites within the **Corporate Park** (including retail, business, and commercial service uses) and should be considered **in addition to** other development and design criteria outlined in these ***Design Guidelines***.

15. MULTI-FAMILY RESIDENTIAL BUILDING DESIGN

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15.1.1 Desirable Elements of Project Design
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15.3 PARKING AND CIRCULATION
15.3.1 Site Access and Circulation
15.3.2 Parking Lot Design
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15.1 GENERAL CRITERIA

POLICY:

These guidelines are intended to ensure high-quality design and integration of multi-family residential dwellings within the designated **Corporate Park**. The goal is to create vibrant, multi-family residential environments that are pedestrian-friendly, aesthetically pleasing, and contribute positively to the overall area fabric. Although distinctive, multifamily residential buildings and sites shall be compatible with adjacent uses within the **Corporate Park**.

The preferred type of multi-family housing for the **Corporate Park** is a garden-style development, characterized by their lower density, often featuring one or two stories, ample green spaces and landscaping, and a more residential feel. These are favored over larger, traditional multi-unit buildings, which typically present higher density, less individual outdoor space, and a more institutional appearance. The inclusion of some enclosed garages within the garden-style design further enhances their appeal by providing residents with convenient and secure parking options.

CRITERIA:

15.1.1 Desirable Elements of Project Design

Apply the following desirable qualities and design elements for multifamily residential development:

1. Richness of surface and texture
2. Significant wall articulation (insets, canopies, wing-walls, trellises)
3. Multi-planed, pitched roofs
4. Roof overhangs and arcades
5. Regular or traditional window rhythm
6. Articulated mass and bulk
7. Significant landscape and hardscape elements
8. Prominent access driveways
9. Landscaped and screened parking
10. Comprehensive sign program
11. Clear visibility of entrances and retail signage
12. Pedestrian-oriented ornamentation and detail at ground level
13. Clustering of buildings to provide pedestrian courtyards and common areas
14. Step-down of building scale along pedestrian routes and building entrances

15.1.2 Undesirable Elements

Avoid or minimize the following undesirable elements for commercial development:

1. Large, blank, unarticulated wall surfaces
2. Highly reflective surfaces
3. Metal siding on primary facades
4. Plastic siding
5. Large, "boxlike" structures
6. Mix of unrelated styles (i.e. rustic wood shingles and polished chrome)
7. Large, out-of-scale signs with flashy colors
8. Visible outdoor storage, loading, and equipment areas
9. Disjointed parking areas and confusing circulation patterns
10. Poorly defined site access points

15.2 SITE PLANNING

POLICY:

When planning the design and organization of multi-family residential structures and analyzing a site's characteristics and

influences, the owners/developers should also take into consideration the existing built context of the area; the location and compatibility of adjacent land uses; and the location of major traffic generators.

CRITERIA:

A. Applicable parking ratios, floor area and site coverage requirements, and building and parking setbacks.

B. Develop sites in a comprehensive and coordinated manner to provide order and compatibility, and to avoid a jumbled and confusing developments (especially in the case of large sites which will be developed in phases).

C. Site buildings in a manner that compliments existing adjacent structures and does not conflict with existing access, circulation, and visibility.

D. Cluster buildings whenever possible, creating opportunities for plazas and pedestrian malls and preventing long, "barracks-like" structures. When clustering is impractical, establish a visual link between buildings. Such links can be accomplished with arcades, trellises, or other open structures.

E. Locate buildings and on-site circulation to minimize pedestrian/vehicle conflicts. Wherever possible, link buildings to public sidewalks with textured paving, landscaping, and trellises.

F. Treat spaces between buildings as "outdoor rooms," and "furnish" them with pedestrian amenities such as landscaping, benches, fountains, etc. These outdoor spaces should have clear, recognizable shapes reflecting careful planning, and should not appear as "leftover" areas.

G. Orient single, free-standing buildings so their major entries are toward the streets providing access, and their primary facades are parallel to these streets.

H. Avoid locating and orienting loading areas at the fronts of buildings where it is difficult to screen them from view. Such facilities are more appropriate at the rears of buildings or sites, where special screening may not be required.

I. Cluster open space areas into larger, distinctive landscape areas, rather than distributing them "equally" into low impact areas. Such low impact areas include building peripheries; areas behind structures or where barely seen by the public; and areas where open space is not required as a land use buffer or as a yard setback.

J. Where multi-family residential parcels abut lower-density residential areas, building heights should transition gradually to minimize visual impact and respect the scale of the adjacent neighborhood. This may involve lower maximum heights or more significant step-backs on the residential-facing side.

15.3 PARKING AND CIRCULATION

POLICY:

Parking and on-site circulation can be critical factors to the success or failure of a multi-family residential development. In analyzing parking and circulation requirements, developers should consider the following key factors: ingress and egress with consideration to possible conflicts with street traffic; pedestrian and vehicular conflicts; on-site circulation and service vehicle zones; and overall configuration and appearance of parking areas.

CRITERIA:

15.3.1 Site Access and Circulation

A. Provide separate vehicular and pedestrian circulation systems, emphasizing pedestrian linkages between uses. In large multi-family residential developments, distinct pedestrian access from parking areas is a key consideration.

B. Separate parking aisles from vehicle circulation routes whenever possible.

C. When opportunities exist, provide common or shared entries and driveways for vehicular access.

D. Avoid conflicts at connection points between adjacent parking lots by maintaining similar directions for travel and similar parking bay designs.

E. Locate site entries to minimize pedestrian/vehicular conflicts, and design these entries with enhanced paving to differentiate them from sidewalks.

F. Locate site access points as far as possible from street intersections in order that adequate stacking room can be provided. The number of access points should be limited to the minimum required to provide adequate circulation.

G. Provide visible access to the greatest degree possible from parking areas and pedestrian walkways.

15.3.2 Parking Lot Design

A. The design for the proposed site shall incorporate a minimum of one parking enclosure for each residential unit.

B. When possible, use angled rather than ninety-degree (90°) parking.

C. Separate parking areas from buildings by either a raised concrete walkway or landscaped strip -- preferably both. Avoid situations where parking spaces directly abut structures.

D. Design parking areas so pedestrians walk parallel to moving cars. Minimize the need for pedestrians to cross parking aisles and landscape areas.

E. Design parking areas in a manner that links buildings to the street sidewalk system as an extension of the pedestrian environment. Using design features such as walkways with enhanced paving, trellises, or special landscape treatments assist this objective.

F. Divide parking areas which accommodate a large number of vehicles into a series of smaller, connected lots. Landscaping and offsetting portions of the lot are effective for reducing the visual impact of large parking areas.

G. The standard parking setback is 50 feet from any city right-of-way depending on the site location. However, the NCC can consider a variance to this requirement if difficult topography presents a limitation to parking design.

15.3.3 Parking Area Landscaping and Screening

A. Landscape parking areas, using interior as wells as perimeter treatments, according to the ***Landscape Design Criteria*** outlined in ***Section 6***.

B. Use low, opaque walls or landscaping to screen parking at peripheral streets or frontages. A combination of walls, berms, and landscape material is highly recommended.

C. Where practical, lowering the grades of parking lots below existing street elevations may aid in obscuring

views of automobiles, while promoting views of architectural elements of the structures beyond.

15.4 LANDSCAPING

POLICY:

Landscaping for multi-family residential areas serves a variety of purposes. Those include: helping to define entrances to buildings and parking lots; defining the edges of various land uses; providing transition between neighboring properties (buffering); and providing screening for loading and equipment areas.

CRITERIA:

A. Use landscaping that is of appropriate scale relative to adjacent structures, and will be of appropriate size at maturity to accomplish its intended purpose.

B. Provide landscaping around the bases of buildings to soften the edge between parking lots and structures. Accent entrances.

C. Emphasize and intensify landscaping at building entrances to provide focus and accent.

D. Locate trees within parking lots, and not just at the ends of parking aisles. Provide plant material in sufficient quantity according to the ***Landscape Design Criteria for Parking Lots, Section 6.3***.

E. Protect landscaping from vehicular and pedestrian encroachments with raised planting surfaces, depressed walks, and/or curbs.

F. Use vines and climbing plants on buildings, trellises, and perimeter garden walls whenever possible. See ***Recommended Plant Materials Palette, Section 6.8*** for appropriate plants for this use.

G. Use boxed and tubbed plants in clay, concrete, or wood containers for enhancing sidewalk shops, plazas, and courtyards.

H. To provide adequate visibility to and from sites, keep mature trees trimmed to eight feet (8') above grade, and maintain shrubs at a height of approximately three feet (3').

15.5 WALLS AND FENCES

POLICY:

If not required for specific screening or security purposes, walls should be avoided or kept to a minimum within commercial areas. When required, keep them as low as possible for fulfilling their screening and security functions.

CRITERIA:

A. Design walls at property frontages and those used to screen storage and equipment to blend with a site's architectural character. Both sides of perimeter walls should be architecturally treated.

B. When walls are required, also provide landscaping to soften their appearance whenever possible.

C. Wall materials in multi-family residential areas should be natural limestone rock and not man-made block in highly visible public areas. Man made blocks may be used in non-visible areas. Stair stepped walls will be required on wall heights over 4’.

15.6 SCREENING

POLICY:

Screening of outdoor storage and equipment shall be compatible with the architectural character of buildings on a site and integrated into the site to as great an extent as possible.

CRITERIA:

A. Confine exterior storage locations to those portions of a site least visible to the public.

B. Screen all outdoor storage areas to a maximum height of eight feet (8'). The height should be determined according to the material or equipment being screened.

C. Wrought iron fencing with black-colored slatting is an acceptable fencing material for areas of visible from adjacent streets.

D. Screen all outdoor equipment from view, whether located on roofs, sides of structures, or the ground. The screening shall be architecturally integrated with the structure in terms of materials, color, shape, and size. Where like equipment is attached to buildings individually, a continuous screen is desirable.

15.7 ARCHITECTURAL DESIGN CRITERIA

POLICY:

Visual continuity and compatibility with the overall **Cedar Creek Community** is strongly desired for multi-family residential buildings throughout the **Corporate Park**. Architectural character should relate to other non-residential structures within **Cedar Creek** and reflect a harmonious style and consistent high level of quality. Similar materials, details, and colors should be used. Building masses should relate to "human scale," and incorporate materials and details that are proportionate to human height and provide visual interest at street level.

CRITERIA:

15.7.1 Building Height

A. Relate building heights to adjacent open spaces to allow maximum sun and ventilation; provide protection from prevailing winds; enhance views of the natural setting; and minimize obstructions of views from adjoining structures. The standard building setback is 90 feet from any city right-of-way. However, the NCC can consider a variance to this requirement if difficult topography presents a limitation to parking design.

B. Provide compatibility between the height of new development and that of existing development in the area. The height of new development should "transition" from the height of adjacent development to the maximum height of a new structure.

C. The maximum building height for a standard building pad is 35 feet. However, up to 33% of the building pad's floor space may reach a height of 60 feet. Maximum building pad site is 50,000 square feet.

15.7.2 Building Scale

A. Avoid large-scale buildings that are "box-like" and generally dominate a site. Effective ways to reduce the appearance of "boxiness" on large-scale, bulky structures include the following:

1. Vary the planes of exterior walls in depth and/or direction. Wall planes should not run in a continuous direction more than fifty feet (50') without an offset.
2. Vary the height of buildings so they appear to be divided into distinct massing elements.
3. Articulate the parts of a building's facade with color, arrangement of facade elements, or a change in materials.
4. Use landscaping and architectural detailing at ground level to lessen the impact of a building's bulk.
5. Avoid blank walls at ground-floor levels. Use windows, trellises, wall articulation, arcades, materials changes, or other features.
6. Treat each elevation of a building architecturally.

B. Reduce building scale and relate a building's size to human proportions through the proper use and proportion of the following design elements:

1. Window patterns
2. Roof overhangs
3. Covered walkways
4. Corridors
5. Siding
6. Awnings
7. Moldings
8. Fixtures and other details

C. Carefully relate the scale of buildings to adjacent pedestrian areas (plazas and courtyards, for example) and other structures.

D. The inclusion of private balconies, terraces, or shared outdoor amenity spaces is encouraged to enhance the quality of life for residents. Their design and placement should be integrated into the overall building form.

E. The design of the ground floor should consider its interface with the public realm. In mixed-use buildings, commercial uses should typically occupy the ground floor facing the primary street. For standalone apartment buildings, the ground floor should incorporate attractive entryways, lobbies, and potentially resident amenity spaces.

F. While not dictating a specific architectural style, designs should be contextually sensitive and contribute positively to the visual character of the commercial area. Contemporary interpretations of traditional styles or innovative modern designs are encouraged.

G. The design for the proposed site shall incorporate a minimum of one parking enclosure for each residential unit.

15.7.3 Building Materials

The selection of building materials for multifamily residential building components should prioritize durability, low maintenance, and aesthetic compatibility with the surrounding commercial architecture while also providing a sense of residential character.

A. The use of natural, earth materials is strongly encouraged. Alternative materials that achieve similar looks and are of high quality and low maintenance may be considered. Acceptable primary exterior materials may include, but are not limited to:

1. Brick (various colors and textures)
2. Stone (natural or approved manufactured)
3. Architectural precast concrete
4. High-quality fiber cement siding or panels
5. Metal panels (with appropriate finishes and detailing)
6. Wood (natural or composite, used judiciously)

7. Glass (for windows, balconies, and architectural features)
8. Decorative metalwork

B. Express the natural texture and color of materials to the greatest extent possible.

C. In most instances, select a single, dominant building material and minimize the number of accent materials.

D. Use the same materials and colors on all elevations of a building. When masonry veneers are used, they should be applied to all elevations.

E. Avoid reflective materials, such as aluminum and certain glass, especially at the pedestrian level.

F. Use contrasting but compatible building materials and textures to help unify exterior building elements and to create depth, proposition, and scale.

G. Use natural stone and masonry materials on the lower portions of buildings to help anchor them to the ground visually.

15.7.4 Building Colors

Building Colors should be derived from and related to the finishes of primary building materials, such as natural stone, masonry, and wood. These generally muted, earth-toned colors should also be compatible with existing adjacent buildings.

A. Avoid large applications of unfamiliar materials or bright colors. While subdued or muted colors generally work best as a dominant, overall color, a bright trim color can also be appropriate.
B. Choose color palettes for new buildings that are compatible with the colors of adjacent structures.

C. Wherever possible, minimize the number of colors appearing on a structure's exterior.

D. Limit the use of primary colors to accent elements, such as door and window frames, and architectural details.

E. Paint architectural detailing to complement the facade and tie in with adjacent buildings.

15.7.4 Roof Forms

A. Avoid rooflines running in continuous planes more than fifty feet (50'). Offset or jog the roof planes for better aesthetic results.

B. Screen all roof top equipment from public view with materials that are consistent with the main structure. Locate mechanical equipment below the highest vertical element of a building.

C. The use of the following roof materials is encouraged:
1. Concrete tile
2. Standing-seam metal

D. The use of the following roof materials is prohibited:
1. Corrugated metal
2. Highly reflective surfaces (although copper roofs may be considered)
3. Illuminated roofing

15.7.5 Awnings

A. Shall not be used in multifamily residential developments.

15.8 SIGNS

POLICY:

Every design for a multifamily residential building or complex shall include a precise concept for signage. Provisions for placement, scale, and readability should be considered in developing the concept. All signage should be compatible with the architectural character of a building design, as well as consistent with the **Comprehensive Signage Program** established for the **Corporate Park**.

CRITERIA:

A. Use monument signs at primary entries to provide business identifications and building addresses.

B. Where single-tenant buildings are associated with large, multiple-building complexes, provide individual business identification signs adjacent to such single buildings.

C. Where several tenants occupy the same building, use individual flush-mounted signs on the building -- in combination with a monument sign identifying the entry to the development and its address.

D. The use of back-lit, individually cut letter signs is strongly recommended.

E. Use signs to provide appropriate directions to loading and receiving areas, visitor parking, and other special areas within each development site.

F. Design and locate all exterior signs in accordance with the Standard outlined in the ***Sign Criteria, Section 14***.

15.9 EXTERIOR LIGHTING

POLICY:

Exterior lighting should be used to provide illumination for security and safety of entry drives, parking, service and loading areas, pathways, and courtyards.

CRITERIA:

A. Design all exterior light standards as a "family" of compatible fixtures which relate to the architectural character of the buildings on a site.

B. Design light fixtures that will be highly visible from, or adjacent to, the parkway system (including entry drives and parking areas), to be compatible with the approved parkway lighting standards (see ***Exterior Lighting Criteria, Section 10***).

C. Design lighting for commercial sites in accordance with the ***Exterior Lighting Criteria, Section 10***.

D. Integrate illuminators or fixtures used to light building-mounted signage, building facades, or pedestrian arcades, with a building's architectural design.

E. To assist security, provide lighting that is adequate for visibility, but not overly bright. All building entrances should be well-lighted (see ***Lighting Intensity, Section 10.9***).

F. Design all lighting fixtures to shield or confine light spread within a site's boundaries (see ***Exterior Lighting Criteria, Section 10***)

15.10 GUIDELINES

POLICY:

These guidelines are intended to be a living document and may be updated periodically to reflect evolving best practices and community goals.

15.11 OFFSITE AMENITIES

POLICY:

Residents of a multi-family development within the Cedar Creek Corporate Park may only use such Cedar Creek Amenities as determined by Cedar Creek Community Services Corporation, and the owner(s) of such multi-family development may be assessed fees for such use.

APPENDIX A: NEW CONSTRUCTION COMMITTEE REVIEW PROCEDURES

INTRODUCTION AND OVERVIEW OF REVIEW PROCEDURES

C. New Construction Committee (NCC)

7. Purpose
8. Authority
9. Members
10. Majority Vote
11. Meetings
12. Responsibilities

D. *New Construction Committee* Policies

10. Policy Statements
11. Limitation of Responsibilities
12. Time Limitations
13. Application Submittals
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15. Appeal
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17. Construction Inspections
18. Job Site Conditions

C. NCC Review Process

1. Pre-Design Phase/Applicant Meeting
2. Preliminary Review
3. Final Review
4. Submission of Plans to Building Department
5. Construction Commencement
a. Design Document Changes

D. Implementation

E. Approval

A. NEW CONSTRUCTION COMMITTEE

Purpose:

One of the most effective methods of assuring the protection of the master plan concept, community lifestyle environment, and individual property values is through the establishment of high standards of architectural review. In order to accomplish this objective, The New Construction Committee (NCC) reviews Applications and Design Documents (as defined in this Manual) for all new construction, including landscaping. Each application is evaluated on its own merits. The NCC will use this manual for the purposes of review but may individually consider the merits of any design due to special conditions, if, in the opinion of the NCC, it provides benefits to the adjacent homesites, the specific homesite, or to the community as a whole. The NCC does not seek to restrict individual creativity or preferences, but rather to maintain within the overall community the aesthetic relationship between homes, natural amenities, the golf course, and surrounding neighborhoods.

Authority:

The authority for the New Construction Committee is set forth by the Non Residential Association Declarations, which encumbers every commercial parcel. The NCC is responsible for carrying out its duties on behalf of all members of the association for the benefit of the total community. All new construction, any modifications, alterations or additions will be reviewed and acted upon by the New Construction Committee (NCC) using this document as its primary criteria.

Members
The New Construction Committee shall include (3) three to (7) Seven members appointed by the Cedar Creek Developer. Members will be selected to create a balance of professionals with experience in architecture, construction and landscaping.

Majority Vote

Each member of the New Construction Committee shall have an equal vote and a majority of all members of the NCC shall constitute a decision for approval or denial of an Application.

Meetings

The New Construction Committee shall meet to review applications on an as needed.

Responsibilities

The New Construction Committee is empowered to perform the following services:

1. To establish architectural motif and exterior architectural themes for all properties.
2. To establish Architectural Standards and Criteria to assist homeowners in maintaining property values.
3. To review all Architectural Review Applications for compliance with Architectural Standards and Criteria and with Declarations of Covenants.
4. To review plans for compatible architectural standards and harmonious relationships with neighboring properties.
5. To require high standards of architecture, site planning, landscaping and quality construction.
6. To monitor violations of Architectural Standards and Criteria and notify the Developer and Board of Directors of Cedar Creek Services Corporation to take appropriate action.
7. To amend Architectural Standards and Criteria as may be required from time to time.
8. To contact applicants whose plan and specifications have been disapproved and to provide reasonable assistance and recommendations for adjustments to bring applications into compliance with Standards and Criteria and Covenants.
9. To maintain copies of applications, architectural documents and related records for a minimum of 3 years.
10. To inform Cedar Creek Services Corporation Board of Directors regarding changes in Standards and Criteria as they may occur.

B. NEW CONSTRUCTION COMMITTEE POLICIES

Policy Statements:

Property in Cedar Creek is subject to certain restrictions as further defined in the Declaration and the requirements contained in this Architectural Review Manual.

Great care has been taken in the planning, design and construction phases to ensure aesthetic harmony within Cedar Creek. To this end it is of the utmost importance that this special character is further enhanced by housing designs which are creatively conceived, environmentally sensitive and architecturally correct.

This Manual has been created to provide prospective owners, architects and builders with a set of parameters for the preparation of their drawings and specifications.

Limitation of Responsibilities:

The primary goal of the NCC is to review the applications, plans, specifications, materials and samples submitted and to determine if the proposed structure conforms in appearance and construction criteria with the standards and policy as set forth by the NCC. The NCC *does not* assume responsibility for the following:

1. The structural adequacy, capacity or safety features of the proposed improvement or structure.
2. Soil erosion, incompatible or unstable soil conditions.
3. Compliance with any or all building codes, safety requirements, governmental laws, regulations or ordinances.
4. Performance or quality of work of any contractor.

Time Limitations:

Following NCC preliminary and final approval, the developer must submit the approved plans to the city within 60 days for final approval and a building permit. This city process can take up to six months. Construction must start within 90 days of city approval, or all approvals are forfeited, requiring a new application. Construction must be completed within 30 months. Extension requests must be submitted to the NCC. Failure to complete construction without an approved extension may result in fines or other sanctions.

Application Submittals:

All applications are made by the developer on behalf of the prospective owner of a commercial parcel in Cedar Creek.

Application Withdrawal:

An application for withdrawal may be made without prejudice, provided the request for withdrawal is made by the applicant prior to stamping of final plans.

Appeal:

If an application has been denied, or the approval is subject to conditions which the builder feels harsh, the builder may request a hearing before the full NCC to justify his/her position. After the hearing the NCC will review its decision and notify the developer of its final decision within ten (10) days of the hearing.

Variances:

All variance requests shall be made in writing. Any variance granted shall be considered unique and will not set any precedent for future decisions.

Construction Inspections:

Periodic inspections may be made by the NCC while construction is in progress to determine compliance with the approved architectural plans and specifications. The NCC is empowered to enforce its policy, as set forth in the Declaration and this Manual, by any action, including an action in a court of law, to ensure compliance.

Job Site Conditions:

a) All job sites will be kept in a neat and orderly condition and in accordance with KDHE SWPPP requirements.
b) Construction hours are ***7:00 a.m. to 30 minutes after sunset seven (7) days per week*** but are subject to rules and regulations as published by the NCC from time to time. These construction hours are subject to limitations imposed by Olathe's Noise Control Ordinance.
c) All developers are required to post and keep on record with the NCC a 24-hour emergency phone number.

d) All developers are required to keep their building sites clear of construction debris. It is recommended to have a closed container or fenced in area on each site to keep debris controlled.
e) No flags, banners, or signs will be permitted unless approved by the NCC.
f) All developers are required to provide controls for dust, noise levels and soil erosion.
g) Developers are prohibited from using adjacent properties as storage for equipment, lumber, gravel, or parking for subcontractors or any other vehicles during the construction process.

C. ARCHITECTURAL REVIEW PROCESS

The following is an outline of the procedures for the plan submissions for development.

STEP ONE: Pre-Design Phase/Applicant Meeting

Prior to the submission of construction plans, the builder is encouraged to meet with the NCC to discuss the proposed plans for all lot improvements.

STEP TWO: Preliminary Review

The developer may submit any preliminary plans consisting of architecture and or grading plan. The NCC will review the application and design documents in a timely fashion and contact the developer with any comments the NCC had with the submitted plans.

STEP THREE: Final Review

The builder must submit a set of the final construction plans, landscape plans, exterior lighting, plot pans as well as material samples, and color chips, as follows:

1. Completed Application Form
2. Final Site Plan: must show site of existing neighboring structures/improvements.
3. Final Floor Plan
4. Final Exterior Elevations (all Sides): specifications, materials, color chips
5. Roofs: structure, materials, product photos
6. Facia and Trim: section details, materials, color chips
7. Patios, Decks, Balconies, Porches: specifications, materials, color chips, and dimensions
8. Privacy Fences/Retaining Walls: section details, heights, materials, color chips
9. Screen Enclosures: structure, materials, colors
10. Street/Parking: materials and markings
11. Final Stake-Out
12. Final Grading Plan: *2' contour interval (minimum)* with appropriate spot grades, foundation and retaining wall elevations, sidewalks, driveways, etc.
13. Final Exterior Light plan: must show type of fixtures and placement

The NCC will review all design documents and return sets of plans to the developer in a timely manner with the appropriate comments.

The NCC will release plans for building permit after all plans are approved by the NCC.

STEP FOUR: Submission of Plans to Building Department

Following Final Review approval, developer may submit approved plans to the City of Olathe Building Department, or other such agencies having jurisdiction for required permits.

STEP FIVE: Construction Commencement

No construction activities, other than staking, can commence on a lot prior to plan approval by the NCC. Upon receipt of

Final Review approvals, building permits, the developer can commence construction.

a. Design Document Changes

The developer must notify the NCC prior to making any changes to the approved plans. A letter with applicable support data (as required) must be submitted to the NCC for the file. Any major deviations (as solely determined by the NCC) may require full NCC approval prior to commencement of changes.

IMPLEMENTATION

These architectural guidelines will be used in the review process for development applications in commercial areas. Deviations from these guidelines may be considered on a case-by-case basis, subject to thorough justification and approval by the relevant planning authorities.

POLICY:

1. To foster proactive collaboration, owners or development groups intending to construct on commercial designated areas within Cedar Creek are encouraged to meet with the Non-Residential Association's New Construction Committee (NCC) prior to formal discussions with City staff. This early engagement allows the NCC to understand the developer's intentions for a specific site and work constructively towards successful project integration.

2. To ensure cohesive and high-quality development within the area, the Non-Residential Association's New Construction Committee (NCC) plays a vital role in the review and endorsement of architectural and site plans. The City of Olathe values the NCC's expertise and requires their stamp of approval on all submitted plans prior to permitting. This collaborative process ensures that projects align with community standards and contribute positively to the built environment. Plans submitted without the NCC's endorsement will be returned to the applicant for proper review.

E. APPROVAL

The Cedar Creek Non-Residential Association and the Cedar Creek Community Services Corporation boards updated these architectural guidelines. A copy of this document will be submitted to the City of Olathe for their records and to supersede the existing ***Cedar Creek Corporate Park Design Guidelines*** within the Cedar Creek Overlay District documentation.

Cedar Creek Non-Residential Board President

Ron Mather

4-18-2025
Date

Cedar Creek Community Services Corporation President

Larry Louk

4-18-25
Date