

CHAPTER 1 - INTRODUCTION

1.1 Purpose and Intent of the Guidelines

The purpose of this design guidelines document is to provide developers, architects, engineers, and planners with the basic information necessary to design, construct, and maintain a project that is in keeping with the guiding principles and character of the Platte River Commons (The Commons).

The Design Guideline sections are as follows:

1. Introduction
2. General Design Guidelines
3. Sign Guidelines
4. Lighting Guidelines
5. Business Park (Office, and Flex Space) Guidelines
6. Submittal Requirements

Rezoning and other development entitlement documents for The Commons require approval by the City of Casper. Specific entitlements and requirements such as minimum open space, floor area ratios, setbacks, parking ratios, building height, lot coverage, and other building/lot relationships are specified in these documents and vary by area of the development. These documents should be reviewed specifically for each development. In addition, all developments within The Commons are also subject to the performance standards and guidelines that are contained in this document. In cases where this document or the approved development entitlement document for a given property is silent, the current City of Casper standards and regulations shall apply. In the case of conflicting requirements, the most restrictive shall apply. The Guidelines will be strictly enforced by the Amoco Reuse Agreement Joint Powers Board through the lease agreement CCR's.

Environmentally-Responsive Building: Our built environment has a significant impact on the use of our energy and natural resources. The Commons is committed to building practices that respect the need for responsible use of our natural resources, healthy indoor air quality, energy conservation and wise water management.

1.2 Design Theme

The character and image of The Commons shall be coherent, unique and support the vision and guiding principles of the area.

CHAPTER 2 - GENERAL DESIGN GUIDELINES

2.1 Purpose

These guidelines are developed to ensure a coherent design image within The Commons. Consistency in the design image of The Commons is crucial to its identification as a special and unique place. All elements that are visible to the public are considered part of the development's overall image and therefore shall be subject to review by The Commons ARC.

2.2 Applicability

The section applies to all development within The Commons and contains specific information on performance standards and guidelines for the design of the public areas and private property, construction practices, landscape maintenance, and the acceptable plan palette. It is assumed that the BP improvements to The Commons generally comply with these design guidelines.

In utilizing these regulations, one should remain flexible in approach to site design given the characteristics of the site, the nature of the use and the intent of these standards.

2.3 Site Amenities

The following site amenities shall be used within the roadway right-of-ways, parks, public gathering areas and public areas on private property. The Commons may be listed for their placement and sizing as well.

2.3.1 Picnic Shelters

If picnic shelters will be provided, they shall be compatible with the overall design theme of The Commons. Private developments are encouraged to provide outdoor seating and picnic areas for year-round use by employees.

2.3.2 Mail Boxes

- Where mail is not delivered to each building, mail boxes shall be designed as an independently mounted box set in a pillar that is designed to match the building's architecture, or grouped in a structure that is designed to match the character of the neighborhood in which it is located.
- The size and height shall be dictated by the US Postal Service.

2.3.3 Vending Machines and Media Distribution Areas

Vending machines are considered to be any food or beverage machine, or other self service device including but not limited to automatic teller machines, reverse vending machines, news media machines, recycling facilities (such as bins, dumpsters, containers) charitable depositories or any other coin or card-operated service device per city requirements.

- Vending machines shall be totally screened and not visible from a public street. They should be placed either:
 - in a free-standing kiosk/pavilion such that they are totally screened and not visible from the public street, or
 - flush to a building wall and protected by a building overhang, eave, trellis, roof or other similar architectural feature and placed behind a screen wall that is the same material as the primary building.
- Newspaper and other media vending/distribution boxes shall either be placed inside kiosks/structures or if placed along a street, shall be screened and designed to complement the streetscape design.

2.3.4 Fencing

- Perimeter fencing is discouraged and if proposed must be reviewed and approved by the ARC.
- No chain link, except black vinyl coated chain link fencing, may be used in a limited fashion at facilities, sites and other areas for security if significant berming and landscaping can reduce its visibility.
- Screen fences used for screening storage and refuse areas, loading areas and mechanical areas must be 100% opaque. Screen fence design and materials shall be compatible with the primary building structure materials.
- Fences shall be a maximum of six feet tall, except as associated with sports facilities.
- In areas visible to the public, fencing should be buffered with landscaping to ensure an attractive development. Buffering should be accomplished with a mixture of evergreen trees, shrubs, ornamental or deciduous canopy trees and berms.

2.3.5 Art

- Art in public places is highly encouraged.
- The proposed piece must be vandal resistant, appropriate subject material for public viewing, and complementary with the theme, materials, and colors of The Commons as determined by the ARC.

2.4 Landscaping

2.4.1 Landscape Design Principles

The overall concept for The Commons is based on the desire to create a landscape that is sustainable, attractive, comfortable, and complimentary to the natural and man-made elements within the development. Along development edges, major streets, in open space and natural areas, and on properties where there are large landscape areas the landscape will imitate the natural patterns, with large informal groupings of trees, shrubs, and flowers. Along collector and local streets the landscape is defined by relatively uniform placement of deciduous shade and ornamental trees, either in turf grass strips between the street and the sidewalk, or near the back of the walk.

Plant materials are massed and placed to provide variety and focal points at strategic locations.

Emphasis is on landscaping The Commons as a whole, not as a collection of unique, individually landscaped areas. Please refer to the Platte River Commons (PRC) Construction drawings to assure compliance with the overall landscaping scheme for The Commons.

- In locations where community-wide architectural elements occur, such as entries to the development, at bridge crossings, special public use areas, and interior streets with tree lawns, an ordered arrangement of plant materials should mark the event, demonstrating a conscious effort to organize the materials into an artful expression. These events provide obvious contrast to the randomness of the landscape background and along with the architecture, create a memorable experience.
- Use of structured, ordered landscape arrangements should be strategic and limited so as not to lose their effect.
- All development shall demonstrate adherence to the following landscape design principles:
 - Provide bio-diversity that relates to the area's natural systems.
 - Design to provide an attractive, comfortable environment for users while minimizing maintenance needs, irrigation water requirements and the use of herbicides and pesticides.
 - Use environmentally friendly, "green" materials where possible.
 - Design landscapes to create a naturalized appearance. Use plant materials that are indigenous to the Casper area where possible. Only use introduced species in order to achieve design objectives that cannot be achieved with the use of native species.

- Locate plants in microclimatic conditions that are appropriate for that species. Only use high water-requiring plants in areas where they will naturally benefit from runoff or available ground water. Do not rely solely upon an irrigation system to provide water to high water-requiring plants.
- Group plant materials of similar water needs and arrange in concentric circles or layers of progressively less water use in order to maximize the efficiency of applied irrigation.
- Use plant materials to provide buffering of structures and outdoor use areas from extreme climate conditions.
- Coordinate the design of the landscape with site erosion protection, storm drainage and water quality improvement systems.
- Utilize a minimum of 3-inch deep mulch to reduce soil moisture loss and moderate soil temperatures.
- Where natural soils are not of high quality, improve soil structure by the addition of composted organic material.
- Design and manage irrigation systems to achieve peak efficiency.

2.4.2 Landscape Performance Standards

Irrigation Water Use

The Commons is intended to be developed in a manner which is responsive to many environmental considerations, one of the most important being water conservation. This concern for water conservation must be reflected in efficient application and effective management of landscape irrigation. Xeriscaping is encouraged and should be considered where applicable.

- All irrigation control systems on individual building sites shall utilize technology capable of addressing individual landscape water requirements and appropriate scheduling needs to maximize water conservation potential.
- Use drip irrigation for plant material whenever possible. Plant material irrigated with overhead spray shall be minimized. Tree and shrub planting in low water or non-irrigated grass areas are to be supplemented with a permanent drip irrigation system.
- Design all overhead irrigation to create a uniform water distribution pattern, taking into account wind velocity, slopes, berms, landforms, and tree obstructions.
- Design laterals to allow for zoning according to varying plant water needs, exposure and slopes, mowing heights, turf maintenance practices, topography, building shade, and paving reflection.
- Avoid any direct or wind blown spray onto any roadways, parking lots, hardscape surfaces, or structures.

Installation Period

- Landscaping and irrigation shall be completed in the first available planting season, or as soon as weather conditions permit.
- Areas to be landscaped shall be completed within 9 months of the date of occupancy.

Soil Amendment

Soil amendments improve permeability, water-holding capacity and nutrient value of the soil and are required to establish an appropriate and healthy environment for plant materials.

- Soils shall be tested by an approved soil testing agency to determine appropriate soil amendments needed.
- Peat moss is not an acceptable soil amendment.

2.5 Open Space Areas

2.5.1 Open Space

Open space provides a transition between developed parcels and natural areas. It is also used as trail corridors, drainage channels, detention ponds and open areas to provide relief from the built environment.

- Open space areas will be planted with native or regionally adapted plant materials, and be primarily un-irrigated. Only trees and shrubs that are not expected to receive enough irrigation water through natural precipitation and microclimatic conditions will be irrigated. Temporary irrigation systems for the establishment of grasses will be allowed for up to 3 years.
- The design of open space will be coordinated with the design of storm water conveyance and water quality improvement systems.

2.6 Site Planning and Design

2.6.1 Site Design, Building Placement, Orientation and Views

The Commons' attractive natural surroundings, and views to the Casper Mountain backdrop, as well as distinctive on-site features, including the golf course, park areas, open space, and natural areas 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 designers shall emphasize these key natural features by designing and arranging their sites to protect natural features on the site and within the vicinity of the site.

- Where possible and appropriate, place buildings near buildings on adjacent properties and share outdoor amenities areas (e.g. central courtyards, recreation facilities, open space areas).
- Locate main building entries so that they are easily identifiable from parcel entries and oriented to minimize climatic impacts.
- Berming and/or reverse-mode building placement (next to street with parking behind) shall be incorporated along arterial and collector roadways to create streetscapes that are not dominated by views of parking.
- Site buildings with consideration for strategic views. These include:
 - Views from a site to other areas.
 - Views to a site from another site.
 - Views through a site from key locations within The Commons.
 - Views of the golf course.
 - Views to Casper Mountain.
- On perimeter sites, orient and site buildings with consideration of view windows into and through The Commons.
- Create view corridors by aligning roads, driveways, open space corridors, building entries, and pedestrian walkways to preserve and take advantage of available views.

2.6.2 Storm Drainage

The goal of the design of sites is to minimize runoff and design needed storm drainage systems to meet basic engineering requirements while using the most current technology to improve the quality of the storm water before it reaches natural systems that may be affected by poor water quality. This philosophy reduces infrastructure costs, increases groundwater recharge and improves the environment.

- Site drainage shall be compatible with adjacent property drainage and in accordance with the overall master drainage plan for The Commons.
- Drainage of all storm water will be retained on The Commons property.

- Excess run-off from the site shall be minimized with sites graded to provide positive drainage away from buildings.
- Water from parking lots, roof drains and other areas should be consciously directed to landscape areas that could benefit from the additional water, thereby reducing the need for irrigation water and improving water quality by filtration through landscape materials.
- Drainage shall be conveyed along dedicated streets, private drives and swales along property lines, or in open space corridors. Drainage will be sheet flow and surface drained where possible; however, some below-grade drainage using storm sewer piping and culverts may be required.
- Surface drain systems and detention ponds shall be irregular in plan and graded to create an aesthetically pleasing character. Side slopes shall vary.
- Drainage structures in sidewalks and bike paths must be placed flush with the surface, and grate patterns cannot have openings larger than 3/8 of an inch. Surface storm water or irrigation should not be discharged across sidewalks.
- No plain concrete drainage pans are allowed in landscaped areas. If hardened drainage swales must be used, they shall be designed to complement and enhance the adjacent area rather than detract from its appearance. No hardened surface is preferred in order to decrease run-off, increase infiltration and improve water quality.
- No concentrated drainage over walks, drives or trails shall occur.

2.6.3 Grading

- Provide positive drainage away from foundations.
- Site buildings to minimize cut and fill earthwork operations.
- There shall be no grading beyond the limits of each property except as agreed upon by adjacent occupants.
- Maximum slopes 3:1. Maximum 4:1 slopes for areas that require mowing.

2.6.4 Existing Vegetation Preservation

- When development occurs adjacent to natural areas, limits of construction shall be identified and approved by the designated representative of the ARC. A temporary barrier fence shall be installed and maintained for the duration of the construction period.
- Grading and site design shall protect existing trees to the greatest extent possible. Existing trees that cannot remain shall be: moved to another location on-site, moved to another location within The Commons, or replaced in-kind with additional tree plantings.
- Do not protect vegetation that is an undesirable species or are seriously diseased or near the end of their life span.
- Existing good quality trees and shrubs within the areas that can be developed (excluding river setbacks/buffer zones, floodways and wetlands areas) may be used to satisfy the landscaping requirements of this section. All required grading plans shall accurately identify the locations, species, size, condition and proposed disposition of all existing vegetation.
- Existing trees that will remain and their root systems shall receive adequate water to ensure survival, and shall be protected from damage, soil contamination and compaction within the drip line during construction through the use of barricades or fencing.

2.6.5 Climatic Conditions/Solar

Climatic considerations are critical due to the climatic extremes of this area. The impact of ice and severe winter weather conditions on pedestrian and vehicular access and movement make this an important design element.

- Site design solutions should utilize building forms, natural landforms and landscaping to take advantage of prevailing summer winds and to serve as buffers against adverse winter wind conditions. Care must be taken to avoid the “wind tunnel” effect at building bases.

- Structures and trees shall be located and designed, to the maximum extent feasible, to protect access on the site and on adjacent properties to sunshine for planned solar energy systems, outdoor activity areas, indoor living areas, gardens and other spaces benefiting from access to direct sunlight.

2.6.6 Large Truck Parking, Utility Appurtenances, Loading, Storage and Service Areas

These requirements apply to, but are not limited to above-ground utility appurtenances, loading docks, storage areas, and open areas where machinery, vehicles or equipment are stored or repaired.

- No areas for outdoor storage, trash collection or compaction, loading or other such uses shall be located within 20 feet of any public street, public sidewalk, or adjacent use unless approved by the ARC.
- Loading docks, truck parking, outdoor storage, utility meters, HVAC and other mechanical equipment, trash collection, trash compaction and other service functions shall be located and screened so that the visual and acoustic impacts of these functions are contained and out of view from adjacent properties, public streets, public sidewalks and trails. Landscape, plant and building elements shall be used to screen all sides of such elements, except where an opening is required for access. If access is only possible on a side that is visible from public use areas, a removable screen shall be required. The screen shall prevent 80% of the screened element from being visible.
- Screening measures shall be incorporated into the overall design of the building, so that the architectural design of the building and screening is compatible. Acceptable screening material include plants, walls that are the same as the primary building material, fences, topographic changes or a combination of these techniques.
- Utility boxes shall be painted to match adjacent surfaces.
- Loading areas shall be paved with concrete, asphalt or other approved hardened surface.
- There shall be no backing of vehicles into the public right-of-way, primary interior circulation routes or across pedestrian walkways for loading areas.
- Loading areas shall be sized to accept the largest delivery vehicle that will serve the use, and include turn-around areas or be designed to allow continued forward movement of the vehicle through the site.
- Provide unobstructed access to utility appurtenances for maintenance functions.
- Trash containers, compactors and trash pickup areas shall be located at the rear or side of a building which does not face a public street.
- When outdoor storage is permitted, outdoor storage and truck parking areas shall be located beside or behind the main building on the site as viewed from adjacent roadways.

2.7 Building Site Walkways

2.7.1 Building Site Walkway Design Criteria

Walkways for pedestrians should connect people to their destinations in a pleasant, safe and convenient manner.

- Where it is necessary for the primary pedestrian access to cross drive aisles, parking lots, or internal roadways the pedestrian crossing shall emphasize and place priority on pedestrian access and safety. The material and layout of the pedestrian access shall be continuous as it crosses the driveway. The pedestrian crossing must be well-marked using pavement treatments, signs, striping, signals, lighting, traffic calming techniques, median refuge areas and/or landscaping.
- The design of building site walks and ramps must meet the City of Casper standards for construction of public improvements.
- The design of all facilities shall meet the requirements associated with the Americans with Disabilities Act.

- Pedestrians shall be separated from vehicles and bicycles where possible. Where complete separation of pedestrian and vehicles and bicycles is not possible, potential hazards shall be minimized through the use of techniques such as:
 - special paving,
 - grade separations,
 - pavement markings,
 - signs, striping and bollards,
 - street width reductions at crosswalks and median refuge areas,
 - traffic calming features,
 - lighting or other means to clearly delineate pedestrian areas, for both day and night use.
- Paving materials shall be visually compatible with architecture, durable, easily maintained (allow for snow removal), non-slip, and accessible to persons with disabilities.
- Special paving materials such as interlocking brick color concrete pavers or colored and textured concrete and other similar materials are encouraged.

2.8 Parking

Parking lots shall be designed to be safe, efficient, convenient and attractive, considering use by all modes of transportation that will use the parking area (including cars, pedestrians, motorcycles, trucks, bicycles, and emergency vehicles). The Commons is intended to be equally accessible to handicapped and non-handicapped persons, and owners and designers are expected to meet or exceed all requirements of the ADA, in the design and development of individual parcels, sites, buildings, parking lots and facilities.

- Parking along King Boulevard is discouraged and will not normally be allowed.
- The size of any parking lot should allow for the actual use of the building, rather than the minimum requirements necessary to meet City of Casper standards.
- The number and dimensions of parking spaces will be per the City of Casper standards.
- Circulation into, through and out of parking areas will meet current City of Casper standards.
- Design parking lots to current Americans with Disabilities Act (ADA) standards. Provide equal access in a manner that integrates handicapped-accessibility with ordinary accessibility, rather than separately.
- Landscaped islands with raised curbs shall be used to define parking lots entrances, the ends of all parking aisles, and the location of primary internal access drives, and to provide pedestrian refuge areas and walkways.
- Unobstructed vehicular access to and from a public street shall be provided for off-street parking spaces.
- Adequate turn around and backing areas shall be provided without disruption of circulation or parking facilities.
- Parking lots with more than three parking spaces will provide adequate room to allow vehicles to turn around within the parking lot and enter an adjoining street in a forward direction.
- Parking stalls shall be clearly and permanently defined on the parking surface using asphalt paint. If alternate methods of defining parking spaces are desired it shall require approval from the City.
- Parking spaces located across from each other, on opposite sides of a drive lane, should be located at the same angle to the drive lane.
- Guest parking should be easily discernible and, when appropriate, clearly marked.
- The number of spaces should take into account the practical use to be made of the site and the lack of adjacent parking.

2.8.1 Parking Lot Landscaping

Areas within the perimeter of parking lots shall be landscaped to minimize the feeling of expansive hard surfaced areas, to improve the parking lot appearance and to reduce heat build-up. The landscape design of the areas shall allow for plant aeration and efficient traffic movement.

- For parking lots with more than 40 spaces, parking bays shall extend no more than 20 parking spaces without an intervening tree, landscape island or landscape peninsula.
- No turf grass shall be planted in parking lot islands or medians unless the turf area is at least 10 feet wide.
- Shade trees shall be planted in the parking lots at a rate of at least one tree and five shrubs for every 20 parking spaces, except where orchard style planting is used.
- Plant materials shall be placed on end islands, entry drives, pedestrian walks and along islands which separate parking from drives. Landscape islands shall be at least 9 feet in width from back of curb (net available landscape area) and the same length as adjacent parking spaces.

2.8.2 Parking Lot Screens

- Parking lots shall be screened from surrounding public sidewalks, trails, parks, and other properties that are used by the public.
- Berms, walls, fences, plants, planters or similar means shall be used to create the parking lot screen. Where structures such as walls or fences are used to create a screen, plants should be located on the side of the structure which can be seen from surrounding streets, walks, parks, trails and other properties which are used by the public.
- Parking lot setbacks are provided to minimize the visual impacts of parking areas from adjacent parcels and public rights of way. The screen can be accomplished by using one or a combination of the following: berms, landscaping, or wall. Landscaping shall not be planted as a straight hedge. Instead, informal planting arrangements shall be used to accomplish screening objectives.
- The screen around the parking shall be at least (3) feet higher than the surface of the parking lot. Where plants are used to create a screen, the plants should create a three-foot screen within three years from the time planted.

2.8.3 Parking Lot Striping and Curbs

- Parking lots will be striped with 4" wide, white reflective paint.
- Parking lots will have continuous curbs. Separate curb stops are not acceptable except in limited locations where other design objectives warrant within an otherwise curbed lot.

2.8.4 Bicycle Parking

- Bicycle parking facilities are required for all land uses.
- Bicycle parking facilities shall be located so as to provide safety, security and convenience for bicycle riders. Such facilities shall not interfere with, and be located a safe distance from, pedestrian and motor vehicular traffic.
- If the bicycle facility is to be used at night it should be sufficiently illuminated. See Section 4 for lighting requirements.
- Select bicycle racks that provide for a wide range of bicycle types and individual security devices. Designs should facilitate bicycle lockup.

2.8.5 Emergency Access

Provide access for fire, police, ambulance, and other emergency vehicles to buildings in accordance with the City of Casper Zoning Regulations. Such access should be fully capable of supporting such vehicles. Where possible, connect emergency access routes between adjacent properties.

2.9 Landscape Maintenance

Well-maintained landscapes are critical to the overall image and appearance of The Commons. However, maintenance practices need not negatively impact the environment. The responsibility of maintaining landscaping is contained in the applicable sublease agreement.

2.10 Landscape Materials

2.10.1 Edging, Weed Barrier and Mulches

- Edging shall be steel, minimum 4" depth with a non-sharp edge (rolled or protected with plastic strip).
- No plastic may be used as a weed control barrier under mulches. No weed barrier in areas with wood mulch is encouraged. A 3 to 4-inch depth of mulch is typically suitable to prevent most weed growth.
- Acceptable mulches are:
 - Crushed granitic river rock, river cobble, in the tan, brown and gray range.
 - Wood mulch (local pine/fir and other regionally produced products is preferred).
 - No white, black, pink, red, green, or other color rock or dyed wood mulch is allowed.

CHAPTER 3 - SIGN DESIGN GUIDELINES

3.1 Purpose

These sign guidelines are intended to create a strong image and reduce visual clutter, while allowing for signs that inform visitors of the various amenities, services and products, and regulations within The Commons.

3.2 Prohibited Signs

The following signs are prohibited, except as specifically approved by the ARC:

- Animated, Exposed Light Bulb and Flashing Signs.
- Roof Signs.
- Portable Signs.
- Hand-lettered signs executed in the field.
- Paper or cardboard signs attached to or temporarily placed within the windows of buildings and/or affixed to the exterior or interior of doors.
- Plastic faced sign cabinets with illuminated background.

3.3 Construction and Installation Requirements

- Exposed conduit, raceways, ballast boxes or transformers will not be permitted.
- No labels will be permitted on exposed surfaces, except those required by ordinances. Where necessary, labels will be placed in inconspicuous locations.
- All metal surfaces shall be uniform and free from dents, warps and other defects. Painted surfaces shall be free from particles, drips and runs.
- Exposed screws, rivets or other fastening devices shall be flush with the surrounding surface and finished so as to be unnoticeable.
- Depth of individual dimensional letters shall not exceed 1/4 of the letter height to a maximum of 12" deep. No letter is required to be less than 4" deep if internally illuminated. Text that has capital and lower-case letters shall use the capital letter height to determine the maximum depth of all letters.

3.4 Total Allowable Sign Area

The total allowable sign area is equal to 2.2 square feet per linear foot of building frontage for the first 200 linear feet and 1.1 additional square foot for each additional linear foot of building frontage after that. No more than 2 sides of a building can be counted as building frontage.

All signs, including project directional, freestanding menu boards, freestanding identity signs and building-mounted signs, are counted as part of the total allowable sign area. A Project Identity Sign counts as 1 of the 2 maximum freestanding identity signs for the premise on which it is located, but do not count towards the total allowable sign area of that premise.

3.5 Freestanding Signs General Regulations

3.5.1 Style

All freestanding signs shall have a solid base. No pole signs are allowed. Signs must be designed to be in character with the example signs in this document.

3.5.2 Number of Signs

There shall be no more than 1 freestanding identity sign per street frontage and a maximum of 2 per premise. Project Identity Signs count as 1 freestanding identity sign for the premise on which it is located, but do not count towards the total allowable sign area for that premise.

3.5.3 Height

Maximum height shall be 1 foot for every 1 foot of setback to a maximum of 14 feet. Maximum height for all freestanding signs associated with convenience stores is 8 feet.

3.5.4 Setbacks

Freestanding identity signs shall be setback a minimum of 8 feet from the face of curb or edge of pavement of a public street, and shall not be placed within the right-of-way.

3.5.5 Maximum Sign Area

Freestanding Identity Signs shall be a maximum 27 square feet of sign area per face up to 54 square feet for all sign faces. Signs setback more than 16 feet shall be allowed an additional 3.3 square feet per face (and 6.6 square feet total) for every additional foot of setback up to a maximum of 100 square feet per face (and 200 square feet total.)

3.5.6 Number of Items of Information

Signs shall not contain more than 4 items of information, not including an address. Directional arrows may not be included on identity signs.

3.5.7 Changeable Copy and Electronic Messages

Signs with changeable copy or electronic messages are not allowed, except for those displaying time and temperature. Messages must not change more frequently than every 5 seconds.

3.5.8 Separation Between Signs

A minimum separation of 75 feet is required between any two freestanding identity signs.

3.5.9 Illumination

Signs shall be exterior illuminated or interior illuminated with only the text lighted. No lighted cabinets are allowed. All light sources shall be shielded to prevent glare.

3.5.10 Landscaping

Freestanding signs shall be located entirely within a landscaped area. A minimum of 4 square feet of landscaping shall be provided for every 1 square foot of sign face. Only 1 face of the sign shall be counted. The portion of the sign on the ground will not be counted as landscape area. The landscape area shall be designed to have 75% of the area covered by live plant material within 3 years of installation. Landscaping shall be installed within 6 months of installation of the sign.

3.6 Building-Mounted Identity Signs

3.6.1 Size

Maximum sign area for all combined building-mounted exterior signs shall be 15% of the wall surface on which they are mounted. Maximum size of an individual sign is 165 square feet per signable wall for each business, except as prohibited by type size restrictions noted below.

3.6.2 Primary Identification Sign at Office Building Parapet

Only one identity sign that names the building or major tenant will be allowed between the highest floor and the top of the parapet. This sign shall be limited to a single line of copy with the name and/or logo only. Products or service descriptions are not allowed. The height of the area on which the sign appears shall not be less than twice the height of the sign. The sign area shall not exceed 5% of the building elevation on which it is located. A minimum distance of 3' must be maintained between the end of the sign and the building corner.

The following formula may be used to determine maximum letter/symbol height and maximum sign areas for this type of sign:

Building Height (stories)	Maximum Letter Height	Maximum Symbol Height
1	1'-6"	2'-0"
2	2'-0"	2'-6"

3.6.3 Single Story Buildings (Retail, Restaurant, Customer Service, Office and Light Industrial)

For buildings with multiple occupants, provide a sign containment area between 8 feet and 14 feet above the finished floor as an integral part of the building architecture. Signs shall be limited to a single line of copy with the name and/or logo only. Products or service descriptions are not allowed. The height of the area on which the sign appears shall not be less than twice the height of the sign.

One sign shall be allowed for each tenant. The allowable signage for each tenant shall be prorated based on its proportionate share of the primary building frontage or as directed by the building owner representative. Occupants with 2 distinct entrances on different facades may be allowed up to 2 signs (1 per entrance) subject to approval of the ARC.

Signs shall not be any closer together than 24 feet on-center.

3.6.4 Secondary Signs on Multi-Story Buildings (Office, R & D)

In addition to primary identification signs, additional signs may be allowed if restaurant, retail or customer service uses are contained within the building. This signage should be placed between the first and second floors. In no case shall the letter height be greater than 18 inches. This exception requires approval by the ARC.

Primarily office buildings shall be limited to 1 ground floor sign per elevation with a maximum of 3 per building. Consideration will be given for a maximum of 2 per elevation in instances where two major entrances occur on a building elevation. The space between the signs shall not be less than one third of the building frontage on which the signs are located.

Buildings that have the entire ground floor devoted to customer service, retail or restaurant uses shall follow the regulations contained in Section 3.6.3 above.

3.6.5 Awnings

Signs on awnings may not exceed 8 square feet in size each. Awnings cannot be above the first floor of a building.

3.7 Building Entry Information

If applicable, each business shall be allowed to post building or occupant names, hours of operation, emergency information, delivery hours and other required notices near its main exterior entrance on a wall or adjacent glass side-light adjacent to main entry doors. On glass or side door panels, letters shall be die-cut vinyl or silk-screened. Maximum letter height shall be 1 inch for basic information. Name of the building or occupant may be 3 inches tall. Logos shall be a maximum of 6 inches tall. All type must fit within a maximum 2 feet by 2 feet area. Typestyle shall be consistent with other building signs.

Wall mounted information shall be applied to a panel that is compatible with the surrounding wall treatments. The panel area shall not exceed 4 square feet. Decals, credit card information or hand painted signs are not permitted unless approved by the ARC.

Buildings that provide service entrances shall be allowed an additional sign on or adjacent to each delivery door. Information shall be limited to a 4 square foot area and design shall be consistent for all exterior doors of the building.

CHAPTER 4 - LIGHTING DESIGN GUIDELINES

4.1 Lighting Philosophy

Lighting provides a welcome dusk and nighttime atmosphere where entrances, destination points and features are highlighted. Plazas are inviting and traveled pathways are lighted to provide guidance.

4.1.1 Safety and Security

Safety involves providing light on hazards so that they are detected with sufficient reaction time. Hazards may include pedestrian path and vehicle intersections, crosswalks, stairs and ramps. The lighting system, along with other site design elements, must provide visual information to assist users in avoiding such things as a collision or loss of bearings.

Security is often referred to as the perception of safety. Providing for security involves lighting potentially hazardous locations and situations. For example, an increase in reaction time can give potential crime victims a better chance to change direction, find refuge, or call for help. Lighting can also act as a deterrent by increasing the visibility in an area of concern. Lighting is required in many secured areas to ensure that no encroachment goes unnoticed. However, it should be noted that an increase in the number of people in an area will be a more effective deterrent of crime than an increase in light level.

4.1.2 Identity and Image

The Commons has a unique identity and image. Luminaire selections should not only be based on photometric performance, but also on the aesthetic character of The Commons.

4.2 Exterior Lighting Design Criteria

The key to quality exterior lighting is to place light only where it is needed, without causing glare. By not wasting light, smaller lamp wattages can be utilized to achieve superior effects. The most important result is improved visibility. Another by-product is reduced energy usage and improved maintenance. Design criteria include basics such as lighting levels (illuminance), uniformity, and brightness balance (luminance), as well as recommendations for reducing glare, light trespass, and light pollution.

4.2.1 Parking Lot Lighting

Parking lot lighting will provide low glare, uniform lighting for a secure parking facility. The lighting will be designed as part of the transitional element that leads to the commercial areas.

A secure and understated parking facility should be designed as part of the transitional elements that lead to the individual parcels and buildings. Current IESNA recommended practices will be followed including "Lighting for Exterior Environments" RP-33-99 and "Lighting for Parking Facilities" RP-20-98.

- Large parking lots of more than 2 rows of cars may utilize 25' to 35' poles, maximum initial lamp lumen rating of 22,000 lumens.
- Small parking areas with 2 rows of cars or less may utilize 15' to 25' poles maximum initial lamp lumen rating of 12,000 lumens.
- White light sources similar to metal halide will be used.
- Only fully shielded luminaires that direct all of the light downward (IESNA full cut-off designated luminaries) will be used for parking lot lighting.
- The fixture shall be: Circa style from Gardco, CR25 (number refers to the diameter). The ring around the Luminaire is brushed stainless steel (not painted to match). See next page for photographs.

- Pole style shall be round-tapered, steel (25 foot pole: base diameter 7 inches, top diameter 3.5 inches). Poles will be located in medians or on pedestals.
- Finish on both the Luminaire and the pole shall be NP, or natural aluminum paint, powder coated.
- Floodlights or other non-controlled luminaries are not permitted to be mounted on the parking lot poles.



4.2.2 Building Site Walkways/Stairs and Ramps

Walkways

- Pedestrian scale poles (14') provide a sense of security between areas. Poles will be located at decision points along the paths. At these points, lighting levels will be increased for safety and visual definition.
- Key signage will be lighted to provide visual cues for navigation.
- White light sources similar to metal halide, compact fluorescents and induction lamps will be used with a maximum initial lamp lumen rating of 4800 lumens.

Stairs and Ramps

Stairs may have integrated lighting in order to provide well-defined shadows of the treads and risers for easier stair and ramp navigation.

- Recessed step lights will be incorporated into the stair sidewalls.
- An alternate lighting solution may be to install pedestrian poles or bollards at the stair landings.
- White light sources similar to compact fluorescents, and LED lamps will be used.
- Stair specific lighting shall have louvers and/or be fully shielded.
- Lamp maximum initial lumens shall be 1800 lumens.

4.2.3 Security, Feature and Landscape Lighting

Security, feature and landscape lighting strengthens individual areas and relationships from area to area. The timeless element adds to the unique identity and security between areas. The goal of landscape lighting is to only light selected items and not to light large landscaped areas.

- Areas are established as appearing dramatic or natural in appearance by determining areas of importance and the corresponding amount of light required. How the light falls on the object (from front, back, overhead, and below) will change its appearance.
- Luminaries should be concealed from public view where possible (i.e. in planting beds, by landscape, behind rocks, or mounted on the elements). Luminaries shall be mounted to be completely protected from lawn mowers, weed eaters and snow blowers. Luminaries shall be supplied with internal louvers, shields to control glare and to prevent excess light from going up into the atmosphere.
- Security shall be integrated into the overall lighting concept to assure a safe environment is provided for the public.

4.2.4 Holiday and Temporary Lighting

During the winter holiday session (November 1 to January 30), holiday lighting may be used. The intent for holiday lighting is a tasteful display using traditional lighting techniques such as strings of Christmas lights in trees. Any lighting that is temporary in nature by means of cord and plug connection and/or not installed by the National Electric Code is defined as Holiday and Temporary Lighting.

- Low wattage string tree lights are permitted.
- Dynamic displays such as "chasers" are not permitted.
- Searchlights or other lights designed to attract attention are not permitted.
- Holiday lighting may only be installed and energized from November 1 to January 31.

4.2.5 Sports Field Lighting

Recreational sports activities have become so popular that there are demands to provide night lighting to extend playing time.

Most sports lighting equipment are mounted on poles outside the playing field. For high aerial sports such as baseball and softball, the luminaries need to be located high above the fields (70' to 100') in order to safely light the field with minimal light trespass. Other aerial sports such as tennis, football and soccer require pole heights that will uniformly light the court or large playing fields yet will discourage high aiming angles. The lower the pole, the higher the aiming angle and the greater the light trespass potential.

- Sports field lighting is prohibited in residential areas.
- Adjustable floodlights should be equipped with both internal and external shielding.
- Aiming angles above 60 degrees from vertical is not allowed.
- Tennis courts and other small area playing fields will incorporate IESNA cut-off luminaries in lieu of adjustable floodlights.
- Field lighting shall be controlled such that when fields are not in use, the sports lighting equipment is turned off. In no case, shall the sports lighting be on after 11 P.M.

4.2.6 Lighting Controls

The goal is to provide exterior lighting when people are present. As activity decreases during the night, lighting can be prioritized to turn off and/or activated with occupancy sensing.

- Determine control zones and methods for the pedestrian and parking lot lighting in order to determine if areas can be turned off during extremely low activity levels.
- Turn off art, feature, architectural element lighting and other non-essential safety lighting during low activity periods.
- Activate non-metal halide parking lot lighting during low activity periods with occupancy sensors or time-clocks.
- Activate low use area, non-metal halide pedestrian lighting during low activity periods with occupancy sensors or time-clocks.

CHAPTER 5 - BUSINESS PARK DESIGN GUIDELINES

5.1 Purpose

Business Parks should be attractive, safe, convenient, sustainable and designed to foster broader interaction between park tenants. These guidelines include ways to make the design of each structure, lot and landscape fit into the overall vision for The Commons.

5.2 Applicability

These guidelines apply to business park areas, including professional and corporate offices and related uses, and contain additional information on how to place and design structures, sites and landscapes in business parks. Requirements regarding the overall design and construction of sites, parking lots, streetscapes, parks, open space areas are included in Section 2, General Design Guidelines and are supplemental to the requirements in this section. Additional requirements for the densities, overall design, setbacks and other land use performance standards are outlined in the applicable City of Casper Planning and Zoning Regulations.

5.3 Site Design

5.3.1 Site Furnishings

- The provision of site furnishings is required and may include seating areas, tables, planters, bike racks, shelters, information kiosks, newspaper dispensers, mail boxes, trash containers, and public telephone stations.
- A consistent theme shall be established within the project that is the same as or compatible with the elements used in the adjacent public rights-of-way and common areas. Selected colors and materials for site furnishings are to be compatible with the development theme, predominant colors, and materials of the surrounding environment. Earth tones are preferable and accent colors shall be used sparingly.
- Art items proposed for outdoor locations are encouraged.

5.4 Business Park Landscape

5.4.1 Overview

The overall requirements for landscaping are outlined in Section 2 General Design Guidelines. This subsection specifically addresses how to landscape parcels in business parks. The landscape design of individual parcels within business parks should provide employees and visitors with attractive, interesting, comfortable, useful and environmentally responsible outdoor living environments. Arrangements of plant materials should complement the architecture, accenting entries, enframing windows and providing a setting for the height and mass of the structures. Plant massing to create sheltered outdoor areas for large and small groups should be considered. Principles of sustainability and xeriscape should be incorporated in selection of materials, design and maintenance of landscapes.

5.4.2 Landscaping Near Buildings

- Exposed sections of building walls that are visible from public areas or high use areas on private property shall be planting beds at least 5' wide along a minimum of 50% of the length of the wall.

- Trees shall be planted in areas within 50' of a building at a quantity equal to 1 tree for every 40 lineal feet of building frontage. Exact locations and spacing may be adjusted at the option of the applicant to support patterns of use, views, and circulation as long as the minimum tree planting requirement is met.

5.4.3 Environmental Considerations

Landscape materials should be strategically placed to buffer the structure from winter winds, allow solar exposure in the winter, and provide shade in the summer.

5.4.4 Irrigation and Water Use

- Limit turf grass to areas that are most heavily used and which are central organizing spaces. No more than 40% of the landscape area on any lot shall be in irrigated turf grass.
- The landscape should be arranged in zones of progressively less water use. This allows for the maximum efficiency of applied irrigation water, with drier zone benefiting from potential overspray, runoff and ground moisture of the adjacent higher water use zone.
- All landscape areas over 100 square feet that require irrigation shall be irrigated with an automatic irrigation system.
- Irrigation systems will be designed to eliminate overspray on paved surfaces.
- Irrigation systems will be automatically controlled and operated only between 10 pm and 10 am.

5.4.5 Landscape Edges

- Edges of parcels should blend with the adjacent parcel or right-of-way. Harsh lines at the edges of properties, such as abrupt changes in mulch type, or plant materials placed in an obvious line should be avoided.
- Adjacent to streets the landscape design should blend with the tree and shrub massing within the public right-of-way. Grass and ground plane treatments should add onto the streetscape design and transition gradually to the internal landscape concept.
- Adjacent to open space areas the landscape should be varied in height and density so as to avoid a hedge or total screen appearance. The open space areas should appear to flow into the site and blur the property edge. Lower water use landscape zones should be located on the perimeter of the property and blend with the treatment of the adjacent open space.

5.5 Business Park Architecture

5.5.1 Architectural Principles and Goals

The goal of the architectural standards is to provide design standards that promote a high quality of life through the design of an integrated, sustainable development. It is the desire to provide flexibility for architectural design and optimize site and building functions, while achieving environmental goals and maintaining a sense of design integrity through the development.

Materials, forms and operating systems will be selected to achieve the following goals:

- Design and operate buildings using principles of sustainable design.
- All sides of the building shall include materials and design elements consistent with those on the front façade.
- Develop structures that incorporate creative design while being culturally relevant and fitting within the context of The Commons.
- Provide a high level of craftsmanship in construction.
- Establish a maintenance framework that ensures a continuing high level of quality in the future.

5.5.2 Energy Consumption Reduction

Buildings shall be designed to efficiently use a minimum amount of energy.

- Design to meet building energy efficiency and performances as required by ASHRAE/IESNA 900.1-1999 or the local energy code, whichever is the more stringent.

5.5.3 Indoor Environmental Quality

Buildings shall be designed to provide a healthy indoor environment for employees and visitors. As such, minimum standards for providing fresh air, reducing potential odorous, irritating or hazardous materials, and access to views and sunlight are as follows:

- Meet the minimum requirements of ASHRAE 62-1999, Ventilation for Acceptable Indoor Air Quality and approved Addenda.
- Install a carbon dioxide (CO₂) monitoring system.
- For mechanically ventilated buildings, design ventilation systems that result in an air change effectiveness greater than or equal to 0.9 as determined by ASHRAE 129-1997. For naturally ventilated spaces demonstrate a distribution and laminar flow pattern that involves not less than 90% of the room or zone area in the direction of air flow for at least 95% of hours of occupancy.
- Reduce the amount of volatile organic compounds (VOC)s used in building materials.
- Achieve a minimum Daylight Factor of 2% in 75% of all space occupied for critical visual tasks, not including copy rooms, storage areas, mechanical, laundry and other low occupancy support areas.

5.5.4 Compatibility with Existing Development

New developments in or adjacent to existing developed areas shall be compatible with or complementary to the established architectural character. Compatibility may be achieved through techniques such as:

- The repetition of roof lines,
- The use of similar proportions in building mass and outdoor spaces,
- The use of similar relationships to the street,

- The use of similar window and door patterns, and/or
- The use of building materials that have color shades and textures similar to those existing in the immediate area of the proposed infill development.

5.5.5 Exterior Materials

General

Exterior building materials shall either be complimentary or draw in part from the materials already being used in the neighborhood. If dissimilar materials are being proposed, other characteristics such as scale and proportions, form, architectural detailing, color and texture, shall be utilized to ensure that enough similarity exists for the building to be compatible, despite the difference in materials.

- Building materials shall not create excessive glare. If highly reflective building materials are proposed, such as aluminum, unpainted metal and reflective glass, the potential for glare from such materials will be evaluated to determine whether or not glare would create a significant adverse impact on the adjacent property owners, neighborhood or community in terms of vehicular safety, outdoor activities and enjoyment of views. If so, the use of such materials will either be limited or may not be permitted. A determination will be made by the ARC as to the allowable percentage for each application, dependant of the type and quantity of material proposed.
- With the exception of windows, building materials shall be natural/indigenous in character.
- Building materials shall be selected to provide a variety of textures per building façade, provide visual balance and avoid an excessive variety of material.
- Building materials shall provide greater visual and textural interest at building entrances and architectural opportunities and areas that are highly visible to the public.
- Exterior materials shall be chosen for their suitability, durability, and visual continuity.

Preferred Exterior Materials

- Brick
- Textural concrete block, painted or integral color
- Textured architectural precast panels, painted and/or cast-in textures
- Site-cast concrete panels, painted and/or cast-in textures
- Wood
- Natural stone and synthetic stone products
- Metal-accent elements only
- Stucco
- Glazing
- Smooth face concrete block, used in combination with other textural materials
- Other similar high quality materials

Prohibited Exterior Materials and Treatments

- Unadorned metal wall panels (when visible from the public right-of-way.)
- Full ceramic tile walls
- Highly reflective wall treatments
- Single color walls without mass breaks
- The use of reflective glazing, with over 65% reflectivity
- Exposed neon or color tubing (except in entertainment uses and cohesively planned related facilities).

5.5.6 Exterior Colors

General

Color shades shall be used to facilitate blending into the larger development and unify the development. The color shades of exterior building materials shall complement or draw in part from the range of color shades that already exist on the block or in the adjacent developed areas. Development applications shall include a color board demonstrating compliance with this standard.

- Color palette should consider earth tones, indigenous to the region resulting in a cohesive, unified theme throughout the development.
- Monochromatic color schemes are discouraged.
- Accent colors should be compatible with base colors and used sparingly.

Predominate Exterior Building Colors

- Warm grays
- Browns/reddish browns
- Grayish blues/grayish purples
- Olive/forest greens
- Other similar color families

Exterior Accent Colors

- Compatible to predominate building colors.
- Accent colors can be incorporated into shutters, window mullions, building trim, signs, light fixtures, awnings, etc.
- Bright/vivid colors shall be used sparingly (3% or less of a façade).

5.5.7 Fenestration

- Mirror glass with a reflectivity or opacity of greater than sixty (60) percent is prohibited. Applications shall include a materials specification demonstrating compliance with this standard.

5.5.8 Variation in Massing

- A single, large, dominant building mass shall be avoided.
- Horizontal masses shall not exceed a height/width ratio of 1 vertical to 3 horizontal without substantial variation in massing that includes a change in height and projecting or recessed elements.
- Changes in mass shall be related to entrances, the integral structure and/or the organization of interior spaces and activities.
- Building massing shall be visually integrated in to the natural terrain.
- Building shall relate well to each other, to the site and adjacent properties by providing transitions in building heights.
- Taller buildings (4 stories or more) shall be stepped back or shall provide significant mass breaks to decrease the apparent mass of the building. Wider, longer buildings shall be stepped or broken in elevation by combination of massing breaks and/or material changes.

5.5.9 Facades

No façade that faces a street or connecting walkway shall have a blank, uninterrupted length exceeding 30 feet without including at least 3 of the following:

- Change in plane.
- Change in color.
- Recessed face.
- Change in texture or masonry pattern.
- Windows.
- Porticos, Awnings or Canopies.

- Establish some, or all, building bays using visual architectural features such as:
 - columns.
 - ribs or pilasters.
 - piers and fenestration pattern.
 - or an equivalent element that subdivides the wall into human scale proportions.
- Side or rear facades that face walkways or public streets may include false windows and door openings defined by frames, sills and lintels, or similar modulations of the wall, only when actual doors and windows are not feasible because of the nature of the use of the building.
- Side or rear facades of the building shall include materials and design characteristics consistent with those on the front. Use of inferior or lesser quality materials for side or rear facades shall be prohibited except where facades are not visible from the public right of way or common open space.
- Service entrances shall be planned to be visually unobtrusive to site entries, building entrances, and public right-of-ways.
- Screen wall materials to be similar or complimentary to building materials.

5.5.10 Awnings

- Awnings shall be no longer than a single storefront or longer than 40 feet.

5.5.11 Building Entrances

- Primary building entrances shall be clearly defined and provide shelter from the summer sun and winter weather. Building materials shall be selected to provide greater visual and textural interest at building entries. Entrances shall be designed to integrate the wall signs with the design of the structure.
- Primary entrances shall be easily identifiable to both vehicular visitor as well as the pedestrian.
- Building address(es) shall be clearly visible from the public right-of-way, as well as at the entrance of each door.
- Architectural articulation shall be evident at primary entrances. Textural and massing changes are required for visual interest as well as promoting the “human scale.”
- Primary entrances shall be protected from elements of weather.
- Landscape features shall be provided at building entrances, such as plazas, gardens, benches, landscape walls and/or artwork.
- Each principal building on a site shall have clearly defined, highly visible customer entrances with requirements as outlined below.
 - Buildings of less than 25,000 gross square feet shall include no less than five of the items listed below:
 - Buildings having 25,000 gross square feet, or more, shall include no less than seven of the items listed below:
 - Canopies, overhangs or porte cocheres.

- Recesses/projections.
- Arcades, porticos.
- Raised cornice parapets over the door.
- Peaked roof forms at entryway.
- Arches.
- Material Change.
- Door(s) which provide a focal element at the entrance.
- Functional Outdoor patios.
- Windows which occupy an area of no less than 2 times the area of the entrance door(s).
- Architectural details such as tile work, moldings, exposed trusses, columns and other similar details, which provide interest and are integrated into the building structure and design.
- Integral planters or wing walls that incorporate landscaped areas and/or places for sitting.
- Special Features such as a sculpture, a water feature, or a similar element (excluding features or images which are trademarked or in some way related to a specific business such as a logo).

5.5.12 Base Treatments

Facades shall have a recognizable “base” that is different than the upper wall portions. Bases may be:

- Thicker walls, ledges or sills.
- Integrally textured materials such as stone, masonry, or aggregate concrete.
- Integrally colored and patterned materials such as smooth-finished stone or block.
- Lighter or darker colored materials, mullions or panels.
- Raised Planters.
- Berming against base of building - 30” minimum height.
- An equivalent element that provides a recognizable base as determined by the ARC.

5.5.13 Roof and Top Treatments

- Rooftop mechanical units, dishes, and other miscellaneous equipment shall be screened from view as an integral part of the building design. Screen material shall be of the same or compatible material, texture and color to the building architecture.
- Sloping roof forms should be visible from major viewpoints.
- Roof forms of Porte Cocheres shall be integrated with the roof forms of the primary building. In no case shall a Porte Cochere be taller than the primary building.
- Sloping roof forms may be used to satisfy the requirements for both “building entrances” and “top treatments” providing the slope roof form is related to the building entrance and that it extends above the top of the parapet wall of a flat roofed building, or above the fascia of a pitched roof.
- Sloped roofs shall be designed to prevent icicles and snow slides from impacting pedestrian walkways.

5.5.14 Top Treatments for Buildings Having Less than 25,000 Gross Square Feet

Buildings less than 25,000 gross square feet with flat roof shall be a recognizable “top” consisting of the following feature:

- Cornice treatments, other than just colored “stripes” or “bands,” with integrally textured materials such as stone or other masonry or differently colored material.
- Sloping roof forms.

- Stepped parapets.
- Or an equivalent element as determined by the ARC.

Buildings proposing a full pitched roof shall not be required to provide stepped parapets or cornice treatments.

5.5.15 Top Treatments for Buildings Having 25,000 Gross Square Feet or More

Buildings having 25,000 gross square feet, or more, shall have a recognizable “top” consisting of no less than two of the following features:

- Parapets concealing flat roofs and rooftop equipment such as HVAC units from public view. The average height of parapets concealing flat roofs and rooftop equipment shall not exceed 15 percent of the height of the supporting wall and such parapet shall not at any point exceed one-third of the height of the supporting wall. Such parapets shall feature three-dimensional cornice treatment.
- Overhanging eaves on portions of the building, extending no less than three feet past the supporting walls.
- Sloping roof forms that do not exceed the average height of the supporting walls, with an average slope greater than or equal to one foot of vertical rise for every three feet of horizontal run and less than or equal to one foot of vertical rise for every one foot of horizontal run.
- Three or more roof slope planes.

5.6 Accessory Buildings

Accessory buildings shall be of the same character and materials as primary buildings.

5.7 Temporary Uses

Temporary structures provide a short-term location for companies that wish to occupy future buildings within The Commons for seasonal uses, construction trailers; and for interim/preliminary expansions to existing facilities.

Temporary Structures shall meet the following requirements:

- Architectural elevations of Temporary Structures and landscaping shall be approved by the ARC and the City.
- Driveways and parking lots for temporary structures (excluding those for construction trailers) shall be surfaced with an all-weather, dust-free material, dust-free material (such as asphalt, concrete, or recycled asphalt) as necessary to meet the project traffic and emergency vehicle access and circulation needs. Construction trailers shall provide driveways and parking areas paved with an all weather material that meets the City’s emergency vehicle and construction access requirements.
- Temporary Structures must meet the requirements of the Americans with Disabilities Act (excluding temporary structures that are not open to the general public).
- Trash storage and compactors for temporary uses and/or construction sites must be located at the side or rear of the structure and shall be screened from public view.