

## CHAPTER 160

# SITE AND BUILDING DEVELOPMENT STANDARDS

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**160.01 PURPOSE AND SCOPE.** This chapter provides for the administration and enforcement of site plans by establishing minimum standards for site and building design. The purpose of this chapter is to provide guidance and standards for development within the City in order to guide development in a manner which is conducive to protecting the health, safety, and general welfare of residents and property owners within the City. All development and redevelopment of land or property within the City shall minimize the adverse effects placed upon adjacent properties by maintaining or improving upon the aesthetic quality of the surrounding area, and by providing adequate traffic safety, emergency access, water supply, sewage disposal, management of storm water, erosion and sediment control. Site plan review and approval by City Council shall be required of all principal structures other than individual single-family and two-family residential dwellings in any zoning district.

**160.02 JURISDICTION.** No permit shall be issued for any lot or development requiring the approval of a site plan except in conformity with this chapter. No development, except where specified herein, may be created, substantially improved, converted, enlarged, or otherwise altered without conforming to the provisions of this chapter, all applicable provisions of the *Code of Iowa*, as amended, and all other applicable provisions of this Code of Ordinances, as amended.

**160.03 PROCEDURES.** The property owner, developer, or other representing party on behalf of a property owner interested in the development of land within the City shall adhere to the procedures identified in this chapter, in accordance with all other applicable sections of this Code of Ordinances.

1. **Pre-Application Conference.** It is recommended that prior to the submission of any site plan application a meeting be scheduled with the administrative official and other appropriate City department representatives. The purpose of this conference shall be to discuss the feasibility of the proposal and to provide the owner with information and guidance regarding applicable City ordinances, specifications, standards, and procedures, before the owner enters into binding commitments or incurs substantial expenses. In addition, the administrative official will identify a development review schedule best suited to accommodate the applicant's time schedule and the City's ability to effectively review the proposal.

2. **Development Review.** In order to properly review a site plan proposal, the applicant shall provide the City with information determined to be applicable to the project by the administrative official. Once the proposal has provided all of the necessary information meeting the requirements of all applicable City ordinances, the proposal shall be brought before the Planning and Zoning Commission in order to receive a recommendation before being presented to the City Council. Action of the Planning and Zoning Commission and City Council shall be approval, approval

subject to conditions, denial, or table for further review. Action of the Council shall be approval, denial, or table for further review. A site plan may be presented for consideration by the City Council in the event of a recommendation of denial by the Planning and Zoning Commission. In the event of denial of a site plan by the City Council, the applicant would be required to resubmit and begin the review process anew to have another proposal considered by the Planning and Zoning Commission and City Council. Re-submittal of a site plan shall be subject to all applicable costs associated with review of the documentation. Development review shall exist as a measurement determined by the City to meet the objectives outlined by the Waukee Comprehensive Plan.

3. Validity of Approval. A site plan shall become effective upon certification of approval by the City Council. The City Council approval of any site plan required by this chapter shall remain valid for one year, allowing one one-year extension with approval of City Council upon recommendation of the Commission after the date of approval, after which time the site plan shall be deemed null and void if the development has not been established or actual construction commenced. For the purpose of this chapter, "actual construction" means that the permanent placement of construction materials has started and is proceeding without undue delay. Preparation of plans, securing financial arrangements, issuance of building permits, letting of contracts, grading of property, or stockpiling of materials on the site do not constitute actual construction. At the time of site plan approval, the City Council may grant an exemption on the time construction must begin after their approval is given for a utility service structure.

4. Amendment. Any site plan may be amended in accordance with the standards and procedures established herein, including payment of fees, provided that the administrative official may waive such procedures for those minor changes hereinafter listed. Such minor changes shall not be made unless the prior written approval for such changes is obtained from the administrative official. No fees shall be required for such minor changes. Minor changes include: (i) moving building walls within the confines of the smallest rectangle that would have enclosed each original approved building; (ii) relocation of building entrances or exits and shortening of building canopies; (iii) changing to a more restrictive commercial or industrial use, provided the number of off-street parking spaces meets the requirement of the Waukee zoning ordinance (this does not apply to residential uses); (iv) changing angle of parking or aisle, provided there is no reduction in the amount of off-street parking as originally approved; (v) substituting plant species, provided a landscape architect, engineer or architect certifies the substituted species is similar in nature and screening effect.

5. Existing Development. Any improvement or maintenance to any structure or site feature must not cause the site or building to become non-compliant with the regulations set forth in this chapter. If the site or building is already non-compliant, the change to the building or site proposed by the owner must not cause them to become more non-compliant. In such instances, improvements shall be completed in a manner which makes the building, site, or related items more compliant with the current provisions of this chapter than they were previous to the improvements. Any improvement proposed to modify the size of a building, lot, parking area, etc. shall be submitted for review by the City. If the proposed improvement modifies the size of a building or lot by less than 25 percent, it shall be submitted for review by City staff and approved or disapproved by City staff. The administrative official shall have the authority to require such a project be reviewed by the Planning and Zoning

Commission and City Council if they feel such review is warranted. If the proposed change is in excess of 25 percent, it shall be submitted for full review and approval or disapproval by the Planning and Zoning Commission and City Council.

6. Nonconforming Uses. Any site or building use permitted under a previous zoning district's regulation shall conform to the regulations of this chapter under the current site and building design provisions determined to be most applicable to the nonconforming use by the administrative official.

7. Violation and Penalty. Any person, firm, partnership, association or corporation violating any of the provisions of this chapter shall be guilty of a misdemeanor. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violation or defects within a reasonable time; and when not otherwise specified, each 30 days that prohibitive conditions are maintained shall constitute a separate offense. In addition, the City of Waukee may proceed in law or in equity to restrain, correct or abate such violation, to prevent the occupancy of said building, structure or land, or to prevent any illegal act, conduct of business, or use in or about said premises.

**160.04 SITE PLAN REQUIREMENTS.** The following information shall be clearly provided on the site plan. Site Plans shall be submitted in a 24 by 36-inch format and digital format unless otherwise approved by the administrative official.

1. Name, address and telephone number of property owner. , including telephone and fax number.
2. Name, address and telephone number of applicant, if different than property owner.
3. Name, and address and telephone number of plan preparer.
4. Certification of architect and civil engineer licensed in the State of Iowa, including seal, date, and signature on all applicable drawings prior to City Council approval of the Site Plan. Other certification may be requested when appropriate by the administrative official.
5. Certification of a registered land surveyor licensed in the State of Iowa, including seal, date, and signature on applicable drawings prior to City Council approval.
6. Current zoning of property, listing the property's existing zoning consistent with the City of Waukee's Official Zoning Map and also including any overlay districts the property may be within and the land use identified in the current City of Waukee Comprehensive Plan where the property is located.
7. Legal description of site, including the plat name and lot number for all new Site Plans. Building permits shall only be permitted on a platted lot of record.
8. Total area of the site, indicated in acres and square feet.
9. Open space, indicating the total area of the proposed site in square feet, the area of open space within the site, and its percentage of the total site. The calculation should include all open space pervious areas and permitted pedestrian plazas. The total area of the site reserved for parking facilities, the open space within the defined parking area, and its percentages of the total parking area should be calculated and indicated in square feet.

10. Pervious and impervious surface, indicating the total area of the proposed site in square feet, the area of pervious surface and the area of impervious surface, including all structures.
11. All proposed uses for the site and buildings, as known at the time of application.
12. The total amount of parking stalls required based upon the proposed building uses of the site. If more than one building use is proposed for the site, each individual parking stall requirement should be indicated separate of the total.
13. If applicable to the proposed building uses of the site, the number of required and provided queuing spaces should be indicated.
14. If applicable to the proposed building uses of the site, the number of required and provided loading stalls should be indicated.
15. All setback requirements of the applicable zoning district within which the proposed site is located.
16. The 100-year flood elevation, based upon the most recent FEMA Flood Insurance Study or the on-site storm water management facility. Normal pool elevation should be indicated if the on-site storm water management facility is a retention pond.
17. General and survey information, as follows:
  - A. North Arrow. Included on Site Plan and all other applicable sketches, drawings, and details.
  - B. Scale of Drawing. A minimum scale of 1 inch = 80 feet is required.
  - C. Vicinity Sketch. A minimum scale of 1 inch = 800 feet should be used to indicate the properties within 600 feet of the proposed site location. The boundary of the proposed site location should be clearly defined in relation to other properties shown within the vicinity sketch.
  - D. Site Boundary. All property lines should be delineated with a heavy line.
  - E. Bearing and Distances or Curve Data along boundary. Information should be indicated as platted. Any measured information different than platted should be identified.
  - F. Names of all Adjoining Property Owners. All property lines adjacent to the proposed site or across street right-of-way should be indicated with the owner and/or subdivision name(s), in addition to any adjoining lot numbers as appropriate.
  - G. Existing Features. All existing physical features should be indicated on the site plan including but not limited to plant materials, drainage ways, structures, fences, and any encroachments. Projects involving numerous existing features may be requested to submit a demolition, removal, or relocation plan as determined to be most beneficial.
  - H. Soil Tests and Similar Information. If deemed necessary by the administrative official, soil tests and similar information may be required to determine the feasibility of the proposed development in relation to the design standards set forth herein.

- I. Topography. The existing and proposed topography should be indicated with a maximum of two-foot intervals. Spot elevations may also be required at the request of the administrative official.
  - J. Limits of Phased Construction. If the site is to be developed in more than one phase, the limits of each proposed construction/development phase should be indicated including all facets of the phasing proposed.
  - K. Additional Information. Drawings or other materials necessary to describe a proposed project may be requested by the Planning and Zoning Commission or administrative official. The applicant may include additional information or materials such as sketches, videos, models, or photos, if they help explain the proposal.
18. An accurate representation of the proposed building footprint, including exterior structures incorporated into the building mass and proposed internal demising walls known at the time of application.
- A. Size. The total square footage of each proposed floor, the number of floors, and the amount of finished area on each floor, including any proposed basement area. For all multi-family and townhome proposals the total number of units proposed for each building footprint should be indicated.
  - B. Entryways. The location of all proposed entries, service doors and overhead doors.
  - C. Mechanical Units. The proposed location and type of all proposed ground mechanical units, including air conditioning units, telephone pedestals, transformers, coolers, or other similar units. For roof mounted mechanical units, the proposed location and type of ladder to access the roof should be indicated.
  - D. Trash Enclosures. The proposed location of all trash enclosures for the site and a detail of the structure.
19. All proposed sidewalks, trails, and pathways, including the width, thickness, and type of pavement. All sidewalks, trails, and pathways must be constructed to Waukee Standard Specifications as applicable to the project.
20. Pedestrian corridors from any public street to all proposed principal buildings.
21. All proposed emergency exits where a sidewalk is not indicated shall provide a stoop of an approved dimension, determined to be adequate in providing a safe exit from the building.
22. All existing and proposed access drives to the site from a public street, including appropriate spacing as determined by the Waukee Major Streets Plan.
23. All public improvements required of the developer. The amount of improvements required shall be determined by the Waukee Comprehensive Plan, the Waukee Major Streets Plan, a traffic impact analysis, or any other approved documentation identifying the amount and type of improvements necessary to accommodate increased activity to the site or to facilitate future development as it relates to the development of said site.
24. The use of private streets shall be allowed if the proposed private streets meet the following criteria:

- A. Proposed private streets are built to Waukee Standard Specifications for public streets.
  - B. They are maintained by the property owners requiring the private streets through a Homeowners Association or through an approved development agreement between the developers and the City.
  - C. The width and thickness of the private streets as determined by the City Engineer or a traffic impact study in accordance with the City specifications.
  - D. Sidewalks should be installed on both sides of the private streets unless additional landscaping or open space is incorporated into the site in an amount approved by the City Council in relief of one sidewalk per street.
  - E. A public ingress/egress easement is provided over the private streets' location.
  - F. Street lights should be installed on all private streets unless an alternative plan for providing lighting within the development is presented and accepted by the Planning and Zoning Commission.
25. Any shared access drives. Any project where the development of townhomes provides access to garages from a public street shall provide a shared access drive between two or more units in order to minimize the amount of obstruction to the flow of traffic along said public street. Any development of commercial property where shared access is anticipated shall provide an easement and conceptual building footprints for all proposed lots which are proposed to share the access drives.
26. All proposed parking and loading areas. Parking and loading areas shall meet the requirements of Chapter 168 of this Code of Ordinances, and be in accordance with the requirements of the City specifications and all other applicable State and federal regulations.
27. A complete traffic circulation and parking plan, showing the location and dimensions of all existing and proposed parking stalls, loading areas, entrance and exit drives, sidewalks, dividers, planters, and other similar permanent improvements, in addition to indicating traffic movements within access drives, in order to better identify any potential traffic impediments based upon the proposed parking configuration and access drives.
28. Individual parking stalls, as appropriate and differentiated from parking aisles. Stalls intended to accommodate accessibility for persons with disabilities should be indicated appropriately.
29. Proposed loading areas and queuing spaces, indicating traffic movements where applicable to determine maneuverability within the site. Individual loading docks and queuing spaces should be indicated on the site plan.
30. A lighting plan indicating the location, type, height, power rating, and any shielding methods required of all existing and/or proposed lighting fixtures.
- A. A manufacturer's cut-sheet shall be provided for each type of lighting fixture incorporated into the site layout including its materials and color. Information required from the cut-sheet shall include the description of lamps, supports, reflectors, and any other components of a particular lighting fixture.

The site plan shall indicate all proposed lighting as depicted by the manufacturer.

B. A photometric plan shall also be required identifying the horizontal illumination of the site and the vertical light trespass along the perimeter of the site. The photometric plan shall show point by point foot-candle reading for the entire site at a minimum spacing of 10 feet between each point, including 2 feet past the property line. .

31. The location and type of all existing and proposed signage. All signage shall meet the requirements of Chapter 167 of this Code of Ordinances.

32. A landscaping plan, including the size and type of all proposed trees and plantings and any existing trees larger than six inches in diameter proposed to be removed. All landscaping necessary for fulfillment of requirements of this Code of Ordinances shall be indicated on the site plan.

**160.05 LIGHTING STANDARDS – DEFINITIONS.** Unless the context clearly indicates otherwise, the words and phrases used in this section shall have the following meanings:

1. “Active” means those times when sales employees are employed on site for the purpose of selling the merchandise located on the property to the general public and does not include display of merchandise which is offered for sale at locations other than the property.

2. “Display lot” means outdoor areas where active night time sales activity occurs and where accurate color perception of merchandise by customers is required.

3. “Exterior lighting” means temporary or permanent lighting that is installed, located, or used in such a manner to cause light rays to shine outdoors.

4. “Exterior lighting fixture” means the complete exterior lighting unit, including: the artificial source of light, the parts required to distribute the light, elements for light output control such as the reflector (mirror), or refractor (lens), the housing that protects and holds the lamp in place, the connection to the power supply, and the component that anchors the lighting unit to the ground or onto a structure.

5. “Floodlight” means a lamp that incorporates a reflector or a refractor to concentrate the light output into a directed beam in a particular direction.

6. “Foot-candle” means the illuminance measured one foot from a one candle source.

7. “Full cut-off” means a shielded light fixture that emits no light above a horizontal plane touching the lowest point of the fixture.

8. “Glare” means the light in a direction near one’s line of sight that either causes discomfort to the eye or impairs visibility.

9. “Horizontal and vertical foot-candles” means the illuminance, measured by a light meter, striking a vertical or horizontal plane.

10. “Illuminance” means the intensity of light in a specified direction measured at a specified point.

11. “Light” means a form of radiant energy acting on the retina of the eye to make sight possible.

12. “Light trespass” means unwanted light falling on public or private property from an external location.
13. “Merchandise” means new and used vehicles owned by and actively offered for sale to the general public by the property owner.
14. “Recreational facility” means football fields, soccer fields, baseball fields, tennis courts, swimming pools, or any other special event or show area.

**160.06 LIGHTING STANDARDS – DESIGN GUIDELINES.**

1. Required Lamps – Generally. All lamps shall be LED, or others with similar qualities to reduce glare and provide for improved color correct vision.
2. Required Exterior Lighting Fixtures – Generally. All exterior lighting fixtures shall be full cut-offs. No portion of the lamp, lens, or diffuser shall be visible from the side or top of any shield, or otherwise protrude from the bottom of the shield. No exterior lighting fixture shall emit light at or above a horizontal plane that runs through the lowest point of the shield.
3. Architectural and Decorative Lighting (Commercial and Industrial).
  - A. Limited building-mounted lighting may be used to highlight specific architectural features or primary customer or building entrances. Floodlights are only permitted provided all light emitted is contained by the building or by an eave or protruding structure.
  - B. Lighting fixtures shall be located, aimed, and shielded to minimize the glare that is emitted on objects other than a building’s façade or landscape walls.
  - C. Building-mounted neon lighting may only be used when the lighting is recessed, or contained inside a cap or architectural reveal.
4. Site and Parking Lot Lighting (Commercial and Industrial).
  - A. The mounting height for lighting fixtures shall not exceed 33 feet from grade to the top of the lighting fixture.
  - B. The maximum average maintained foot-candles for a parking lot lighting fixture shall be three foot-candles. The maximum lighting level for a parking lot lighting fixture shall be ten foot-candles.
  - C. The maximum horizontal foot-candle measurement at any property line shall be two foot-candles. The maximum maintained vertical foot-candle at an adjoining property line shall be two foot-candles, as measured at five feet above grade.
5. Display Lot Lighting (Commercial and Industrial)
  - A. The mounting height for lighting fixtures shall not exceed 33 feet from grade to the top of the lighting fixture.
  - B. The maximum average maintained foot-candles for a display lot lighting fixture adjacent to the public right of way shall be 25 foot-candles. The minimum lighting level for a display lot lighting fixture adjacent to the public right of way shall be one foot-candle. The maximum lighting level for



a display lot lighting fixture adjacent to a public right of way shall be 30 foot-candles.

C. The remaining rows intended for vehicle display as defined on the site plan shall have a maximum average maintained foot-candle for display lot lighting of 20 foot-candles and a minimum of one average maintained foot-candle. The maximum lighting level for secondary rows of display lot lighting shall be 25 foot-candles.

D. All customer and employee parking areas and other non-display areas within the site shall conform to the site and parking lot lighting requirements as defined above.

E. The maximum horizontal foot-candle measurement at any property line shall be two foot-candles. The maximum maintained vertical foot-candle at an adjoining property line shall be two foot-candles, as measured at five feet above grade.

F. All display lot lighting fixtures shall meet the shielding and lamp requirements contained in this section and adhere to all other requirements imposed by the Waukee Municipal Code.

G. After 10:00 P.M. and until 7:00 A.M., all display lot lighting fixture foot-candle levels shall be reduced so as to conform to the site and parking lot lighting requirements contained in this section through the means of a control system or systems.

H. The discontinuance of the use of the property for on-site vehicular sales shall eliminate the authority of the property owner to operate the display lot lighting at the levels set forth in this section. In the event of such discontinuation of use, the lighting may only be operated in accordance with other requirements of this section. It shall be the property owners responsibility to notify its successors in interest or tenants of the obligations imposed by this section.

6. Canopy Lighting (Commercial and Industrial). The average maintained foot-candles under a canopy shall be 35 foot-candles. Areas outside the canopy shall be regulated by the guidelines and standards outlined above. Permissible fixtures for canopy lighting include:

A. Recessed fixtures that incorporate a lens cover that is either recessed or flush with the bottom surface of the canopy.

B. Indirect lighting where light is emitted upward and then reflected down from the underside of the canopy. Such fixtures shall be shielded to ensure that no light is emitted at or above a horizontal plane that runs through the lowest point of the canopy.

7. Street Lighting. All private street light fixtures shall measure no more than 30 feet from grade to the top of the lighting fixture, and shall be cobra-style, unless the Commission and Council permit the installation of an alternative fixture. The Commission and Council may approve an alternative lighting fixture only after a determination has been made that the alternative fixture has been designed to avoid glare and trespass. The use of lighting fixtures that direct light upward into the air is strictly prohibited. All lighting on public streets shall conform to the current City of Waukee Standard Specifications.

8. Recreational Facilities. The lighting fixtures at all public or private outdoor recreational facilities shall be designed to minimize the amount of light that is directed upward into the air, glare, and light trespass. The illumination of any public or private outdoor recreational facility after 11:00 p.m. is prohibited, except in order to conclude a specific activity, previously scheduled, which is in progress under such illumination prior to 11:00 p.m.
9. Exemptions. This section does not apply to the following exterior lighting sources:
  - A. Airport lighting required by law.
  - B. Temporary emergency lighting.
  - C. Temporary lighting, other than security lighting, at construction projects.
  - D. Governmental facilities where a compelling need for safety and security has been demonstrated.
  - E. Lighting for flag poles, church steeples or other similar non-commercial items provided they do not cause distraction within public rights-of-way.

**160.07 SITE AND BUILDING DESIGN STANDARDS.** The following are applicable for all structures and sites proposed in all zoning districts other than individual single-family or two-family dwellings, which do not require approval of a site plan.

1. Review Process.
  - A. As part of the site plan review process, an applicant shall provide colored architectural elevation drawings for each elevation of the building or buildings proposed for new construction, addition, alteration, or the like.
  - B. The elevation drawings should be provided in 11 by 17-inch format and digital format unless otherwise approved by the administrative official.
  - C. Each elevation drawing should include massing dimensions and callouts of the proposed materials indicated on the elevation. A percentage breakdown of proposed materials shall be provided.
  - D. In the event that accessory structures are proposed as a part of the site plan review process, the administrative official shall have the ability to request elevation drawings or colored details of said accessory structures to ensure compliance with the provisions of this chapter.
  - E. At the time of site plan and elevation drawing presentation to the Planning and Zoning Commission, and/or City Council, the applicant may be required to provide material and color samples of all proposed exterior finishes.
2. Architectural and Site Design Characteristics – General Provisions for All Districts.
  - A. Connection and Circulation. Sites shall be designed with integrated sidewalks, walkways, and paths to provide continuous circulation throughout the site connecting principal structures, dwelling units, parking areas, parking

garages, and other prominent features. Pedestrian connections shall be made between the internal circulation system and the adjacent public sidewalk or trail systems.

B. Screening. Ground mounted utility and mechanical units (condensers, cooling equipment, generators, meter clusters, transformers, ventilation units, etc.) shall be adequately screened from public view through the use of walls, hedges, or other landscape treatment that provide year-round screening. Walls shall be consistent in architectural style and material to the principal building. Roof mounted utility and mechanical units (condensers, cooling equipment, generators, ventilation units, antennas, satellite dishes, etc.) shall be screened from public view by the use of an opaque screening material compatible with and integrated into the overall design of the building. Architectural metal paneling, roof parapet or a combination of the two shall be considered. Garbage dumpsters and trash receptacles shall be screened through the use of an enclosure comprised of materials consistent with the principal building. Where possible an enclosure shall be integral with a building. An enclosure shall be placed outside of a front yard.

C. Outdoor Storage and Display.

(1) Outdoor storage and display areas shall be approved as a part of the site plan review process. In the event that a new or additional storage or display area is deemed necessary by a property owner for an existing site where a site plan has already been approved, a site plan meeting the criteria of this section shall be provided for review and approval by the administrative official.

(2) All outdoor storage and display areas shall be designed and placed so as not to impede or pose a threat to existing or planned pedestrian, automobile, and emergency access routes through a site.

(3) Outdoor storage and display areas shall not occupy any portion of required open space, buffers, off-street parking areas, or other such required site conditions.

(4) Outdoor storage areas shall be provided on a paved surface with perimeter fencing, landscaping, or related treatment necessary to secure and integrate the storage area with the remainder of the site. An opaque screen shall be provided to adequately screen the storage area from a public street right-of-way or an adjacent zoning district different from the site. Wood privacy fence or chain link fencing shall not be allowed for screening outdoor storage areas.

D. Exterior Color. The use of bright, bold, or vibrant colors shall be consistent with the City's vision for the surrounding area and used primarily in accent materials or similar applications that are not determined to conflict with neighboring properties or circumvent the Sign Ordinance. This shall not restrict the use of such colors on multiple material applications if deemed to align with the City's vision or plan for an area.

E. Conformance with City's Intent for Design. All buildings, structures, and sites shall be designed in conformance with the City's intent for the level of character and design desired for certain projects as illustrated in the adopted Architectural Design Example Book or Downtown Design

Guidelines as applicable to the zoning district. It is not expected that all projects will be identical to the examples provided in the book, but shall provide for the same level of detail, interest, durability in materials, and scaling methods identified in the book. Where a question of interpretation arises between a proposed project in relation to the examples provided in the book, the administrative official shall provide for the determined interpretation.

F. 360 Architecture. All buildings shall be designed with a consistent level of detail and interest on all sides.

3. Architectural and Site Design Characteristics – Arterial Overlay District. The regulations specified under this district shall apply to all properties adjoining or integrated with a property adjoining a street classified by the adopted Major Streets Plan as an interstate, primary highway, major arterial, or minor arterial.

A. Used car facilities shall be permitted only in conjunction with a new car facility.

B. Drive-thru windows, menu boards, and related items shall be positioned or screened so as not to be visible from the corridor.

C. Overhead doors shall be designed with full glass giving the general appearance of a storefront window when closed.

December 2, 2019 – Ordinance 2944

D. Interior self storage buildings shall be required to be placed a minimum of 400 feet from an interstate, primary highway, major arterial or minor arterial.

March 15, 2021 – Ordinance 2987

4. Architectural and Site Design Characteristics – Neighborhood Residential Districts. The regulations specified under this district shall apply to townhome, row dwelling, and multi-family dwellings within an R-3or R-4 District.

A. All townhome, row, and multi-family dwellings proposed within the same development shall have a unified architectural theme. Sites where four or more buildings are proposed shall provide slight differentiation in design amongst buildings of the same size or number of units to provide for a higher level of architectural design for the site as a whole.

B. Each townhome or row dwelling façade shall be divided into a maximum of 20-foot linear sections. Multi-family façades shall be divided into a maximum of 40-foot linear sections. This requirement may be accomplished by the use of:

- (1) Window bays.
- (2) Articulation in roof lines through the use of dormers or gables.
- (3) Variation in building offsets.
- (4) The division of continuous materials.
- (5) The use of architectural accents such as chimneys, balconies, pediments, columns, cornice lines, or moldings.

C. Each building shall be designed with same level of architectural style on all sides. For townhomes and row dwellings, a minimum of 20% of the front façade shall be comprised of brick and/or stone. For multi-family developments, a minimum of 35% of the total area of building elevations shall be comprised of brick and/or stone. In calculating wall surfaces, windows and doors shall not be considered within the calculation.

D. Exterior building materials along elevations which adjoin a public or private street shall employ a variety of textures and colors as well as window and door details.

E. Variation in building materials used shall take place with the change in building plane. However, the change in materials shall keep with the chosen architectural theme.

F. Any garage door proposed within a townhome, row dwelling, or multi-family structure shall be integrated into the façade so as not to become a prominent element of the dwelling. Garages proposed within a townhome, row dwelling or multi-family development shall be integrated into the design of the overall building and shall incorporate architectural details. This shall be accomplished with the use of windows, decorative hardware, recessed garage doors, roof canopies, trellises, columns, trim details, offsets between garages of adjacent units and paired, single-car garage doors.

G. Detached garages shall be designed with materials consistent with those used on the principal buildings within the development. Detached garages shall not be located along a public street frontage. Detached garaged shall be discouraged within townhome developments.

5. Architectural and Site Design Characteristics – Neighborhood Commercial Districts. The regulations specified under this district shall apply to commercial property zoned C-1A and nonresidential uses as principally permitted within a residential district or agricultural district.

A. The architectural design of all buildings shall be similar in style and sense of scale to the residential neighborhood it serves or is in proximity to.

B. Buildings shall be predominately brick, stone, or similar material that provides for the appearance of permanency. The use of residential siding or similar materials consistent with the surrounding neighborhood may be used as a secondary material. Vinyl siding is prohibited.

C. The use of building materials shall follow principles of tripartite architecture where a defined base, middle, and top (roofline) are established.

6. Architectural and Site Design Characteristics – Community Commercial and Office Districts. The regulations specified under this district will apply specifically to the C-1, C-1B, and C-4 Districts.

A. Buildings constructed in a Community Commercial or Office District shall be designed to sustain interest throughout the entirety of the building's exterior and reduce the appearance of a box or cube.

B. Individual buildings within a planned retail center, office park, or similar environment shall be designed with a compatible architectural style or theme.

C. In order to ensure the longevity and future usability of retail buildings in excess of 50,000 square feet (e.g., big box retailer, anchor of a strip mall, etc.) additional articulation and structural offsets shall be provided to ensure future reuse of the structure by smaller user groups. This shall be accomplished by visually separating the building into masses conducive to such reuse.

D. Buildings within the Community Commercial or Office District shall incorporate a blend of various Primary Materials including: (i) aluminum composite materials; (ii) brick; (iii) cast stone; (iv) cultured stone; (v) glass; (vi) plate cladding system; and (vii) precast concrete panels. The primary material shall be the dominant material of façades facing a public street right-of-way. Secondary materials shall include but not be limited to: (i) architectural metals (insulated metal panels, corrugated metal panels or other similar materials); (ii) copper flashing; (iii) EIFS; (iv) fiber cement siding; (v) glass block; (vi) structural composite sandwich paneling; (vii) tile; and (viii) those materials listed as primary materials. Secondary materials shall be used to further define and accent the architectural characteristics of a proposed structure and shall not comprise of more than 25% of the proposed structure. The City Council, after receiving a favorable recommendation from the Planning and Zoning Commission, may consider an alternative material not specifically listed above if the overall design is determined to provide a unique use of the material and meets the intent of this section in creating an appearance of permanency and sustained interest throughout the entirety of the building.

E. Common ribbed metal panels shall not be permitted as an allowed principle or secondary material within the Community Commercial and Office Districts.

F. Principal buildings shall be oriented and located in a manner which allows for shared access drives and/or parking with adjacent principal buildings.

G. Automobile and pedestrian corridors should be clearly defined throughout the proposed site. This should be accomplished through the use of:

- (1) Landscaped medians and islands within proposed parking areas.
- (2) Defined pedestrian corridors provided through or around parking areas between principal buildings.
- (3) Brick, stone, or similar pavement accents at critical pedestrian and automobile crossings.
- (4) Automobile and pedestrian lighting located along primary corridors within the site.

H. Interior Self Storage Buildings shall be designed and constructed so that they are compatible with adjoining commercial buildings. In addition, the following performance standards shall also apply to the design and development of interior self-storage units:

(1) All storage units shall gain access from the interior of the building, no individual unit doors may face the street or be visible from an adjoining property.

(2) One entrance and one exit overhead door shall be allowed. Whenever possible, these features shall be located on facades, which face non-residentially zoned or developed property or the public street. In no case will these features appear on the front façade or public façade where other commercial business takes place.

(3) Commercial tenant space(s) shall be included in the first floor design, which may include a retail space for the self-storage office. Tenant spaces shall extend at least 50% of the length of the façade which faces a main parking field or the public street where parking is available between the building and the public street. The intent is to emulate tenant and multi-tenant retail storefronts commonly associated with building within commercial zoning districts.

(4) Ground floor and upper floor facades shall be designed to be compatible with expected four-sided commercial design in the city's commercial districts. Examples of such architectural and design features include varied massing, proportion, façade modulation, exterior building materials and detailing, varied roof line, pedestrian scale, windows, repetition, etc. Views of storage units through windows shall be mitigated. The building shall look like a retail or multi-tenant commercial space.

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7. Architectural and Site Design Characteristics – Downtown Village District. The regulations specified under this district will apply specifically to the C-2 District and take precedence over any conflicting provisions of this chapter. All buildings and structures within the Downtown Village District shall be designed, oriented, and planned consistent with the adopted Downtown Design Guidelines.

8. Architectural and Site Design Characteristics – Industrial District. The regulations specified under this district will apply specifically to the M-1, M-1A, and M-2 districts.

A. Buildings shall be compatible in architectural style or theme with surrounding buildings.

B. Buildings shall be designed with emphasis placed upon promoting interest on those facades facing a public street right-of-way and breaking up long expanses of continuous walls with specific consideration given to the treatment of entrances, doors, and window areas.

C. Buildings within the Industrial District shall be designed utilizing primary materials on those elevations facing a public street right-of-way including: (i) aluminum composite materials; (ii) brick; (iii) cast stone; (iv) cultured stone; (v) glass; (vi) plate cladding system; (vii) precast concrete panels; and (viii) fiber cement siding. Secondary materials used on the remainder of the building and comprising not more than 40% of all elevations shall include but not be limited to: (i) architectural metals (insulated metal panels, corrugated metal panels or other similar materials); (ii) EIFS; (iii) split

faced block; (iv) structural composite sandwich paneling; (v) tile; and (vi) those materials listed as primary materials. Other materials proposed as secondary materials not specifically described shall meet the intent of this section in promoting an appearance of permanency.

D. Mini-warehouse/self-storage developments shall comply with the following requirements:

(1) Facades fronting the public right of way and adjoining residential districts shall be enhanced to add visual character and distinction different from the interior of the development. Materials on these facades shall consist entirely of those materials listed as primary materials in this section.

(2) Views of exterior access doors shall be screened from the public right of way, adjacent residential development and adjacent non-industrial or non-warehouse retail development.

(repeal Chapter 304, replace in entirety) July 15, 2019 – Ordinance 2932