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**DESIGN AND CONSTRUCTION GUIDELINES
FOR
EDGERTON BUSINESS PARK**

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**DESIGN AND CONSTRUCTION GUIDELINES
FOR
EDGERTON BUSINESS PARK**

1. INTRODUCTION

a) Objectives of Design and Construction Guidelines

The primary objective of the following Design and Construction Guidelines (the "Guidelines") is to facilitate the design and approval process for companies that purchase land for development within the project. The design review procedure outlines the process that is required to obtain approval prior to construction and identifies all the required submittals for same.

The guidelines are intended to complement and expand upon the Declaration of Protective Covenants.

b) Master Plan

The Business Park Master Plan establishes a system of circulation and parcelization which allows a flexible response to users' needs. The park's rural setting, natural resources and open space network provide an appealing working environment. The development's land plan and covenants are a key part of the program to insure a high-quality environment and to protect and enhance the value of corporate investments.

2. DESIGN REVIEW PROCEDURE

a) Review Board

The Review Board (the "Review Board") has been established to act on all development proposals in accordance with the Declaration of Protective Covenants for this park. The Review Board may designate a coordinator (the "Coordinator") who shall serve as the liaison between the Buyer and the Review Board.

b) Design Review Procedure

Prior to commencement of any construction activities, each project must be reviewed and approved by the Review Board (in addition to all the required local, State and federal governmental approvals). The Coordinator shall report directly to the Review Board and serves to represent the interests of the Review Board. The design

review of a proposal shall be made in accordance with the Declaration of Protective Covenants (the "Covenants") as well as these Design and Construction Guidelines (the "Guidelines").

c) Concept Planning Informal Review

The Coordinator shall work with the Owner to assist in the processing of the Application Plans, including informal review of the Owner's design as it evolves.

d) Application Plans

The Owner shall submit two (2) sets of plans to the Review Board, including the following:

- 1) Site Plan(s) to scale showing:
 - a) Grading plan at a contour interval of one foot showing both existing and finished grades and existing trees to be removed.
 - b) Storm water drainage and erosion control plans including all proposed water impoundment's.
 - c) Building and site area square footage, building locations and setbacks, parking layout and setbacks, the location of any planned building and/or parking expansion (including temporary parking during construction), sidewalks and entry locations, driveway and access locations, loading docks, and locations of exterior storage, waste and recycling containers.
 - d) Landscaping plan including the locations, sizes, quantities and species of proposed plantings and integration with existing vegetation.
 - e) Location, size and proposed screening for outside waste/recycling containers and the size and type of proposed containers.
 - f) Site lighting with heights, spacing, design and illumination characteristics.
 - g) Building/tenant identification/informational signage locations.

- h) Utility locations of all proposed and existing utilities including sanitary and storm sewers, water, electric, gas, and telephone, along with locations of connections, transformers, switch fuse units, meters and boxes.
- 2) Building Plans to scale showing:
- a) All floor plans, exterior elevations, building heights, roof mounted equipment (and screening) plus utility meters (including size, location and screening) and graphic indications of building materials, textures and colors.
 - b) A colored rendering which reflects actual proposed colors.
 - c) All exterior signage designs.
 - d) Building plans must be prepared and signed by a licensed Wisconsin architect.
- 3) Samples of proposed materials and colors.
- 4) Statement of Use and Operation including:
- Number of employees (including 2-year future projection), workshifts, products produced and/or services provided, manufacturing processes, materials handled (including anticipated truck traffic, interior and exterior truck parking, any hazardous materials used in operations (including proposed safety precautions), any noise emitted and any air, water, solid waste generated (including anticipated type and volume of waste and proposed methods for storing and disposing), and anticipated water useage.

3. SITE PLANNING

a) Design Objectives

The design objective for Site Planning within the business park is to create a unique campus environment that serves to attract further industrial, manufacturing and business development.

Given each parcel has unique requirements and is related to each other through juxtaposition, circulation patterns and vistas and landscaping, design consideration should be given to the total site as well as to its immediate neighbors. The

expectation is that each site development will maintain and continue the campus theme established.

b) Building Setbacks

See Protective Covenants

c) Parking Setbacks

See Protective Covenants

d) Design Requirements

See Protective Covenants

e) Design Guidelines

The following are Site Planning Design Guidelines that, while not specifically addressed within the Covenants, are intended to establish a design standard and which shall serve as criteria for evaluation and approval of proposed projects.

- 1) Major access drives shall be a minimum of thirty (30) feet in width with a minimum curb radius of forty (40) feet to accommodate fire and semi-trailer truck access. Minor access drives shall be a minimum of twenty-four (24) feet in width.
- 2) The use of concrete curbing is required within 25' of the front property line.
- 3) A minimum landscape buffer of ten (10) feet is required between paved surfaces and all sides of the building except at entrances and loading areas.

4. ARCHITECTURE

a) Design Objectives

The design objective for the architecture within this business park is to create a park or campus-like setting for industrial, manufacturing and business development and one that establishes high standards for quality. While individual project creativity and identity are encouraged, the intent is to harmoniously relate each project to the

total park as well as to its immediate neighbors. The goal is to create a unique development of enduring design integrity and compatibility.

b) Design Guidelines

The following are guidelines for design that will be used to evaluate the aesthetic appropriateness of a particular project. The intent of these guidelines is to establish a level of quality that will assist in guiding plan preparation while serving as the basis for approval by both the Review Board .

1) Exterior Design Policies and Principles

- a) The exterior design of a building shall not be of such an unorthodox or abnormal character, in relation to its surrounding environment, as to be unsightly or offensive to generally accepted taste and Plan Commission standards.
- b) The placement of a building on the property will not be permitted if it would undermine the natural beauty and aesthetics of the Park or those of adjoining properties.
- c) All building facade elevations are to be designed to be visually pleasing and aesthetically compatible in architectural design with each other. Each building shall exhibit a coordinated design image with the facades, windows, roofs and structure, expressing a clear relationship to the function they serve and a harmony in scale with the building as a whole.
- d) All buildings should incorporate the design principles of composition, detail, proportion, rhythm, scale and unity within the architectural design of all exterior facades, to achieve the desired design integrity and coherence of each individual project.

2) Exterior Materials, Finishes and Design Considerations

All exterior materials, finishes and design of proposed buildings are subject to the Review Board and Plan Commission approval. The following is a list of approved exterior materials, finishes and suggested design considerations that are recommended to be incorporated into the design of each respective project:

- a) Masonry
 - (1) Face Brick
 - (2) Stone (natural or cut)
 - (3) Tile
 - (4) Custom Architectural Masonry Units
 - (5) Exposed plain (smooth) concrete block will only be permitted as an accent material and not as a predominant material on any elevation.

The use of masonry provides the designer an opportunity to use the modular nature of the material to an advantage, through the use of varied coursing, textures, pattern and detail, to create an individual expression of architectural character.

- b) Concrete
 - (1) Cast-in-place concrete with architectural finish
 - (2) Precast concrete with architectural finish
 - (3) Architectural finishes can include one or more of the following:
 - a) Exposed aggregate surfaces
 - b) Sandblasted surfaces
 - c) Scored or Reveal Accent Bands
 - d) Painted or stained surfaces
 - e) Integrated coloring system

The use of concrete as a predominant exterior material requires the designer to be innovative in the detailing of architectural finishes in terms of detail.

pattern and texture, to create visual interest and avoid a monotonous, monolithic appearance.

- 3) Glass
 - a) Aluminum framed glass storefront and curtainwall systems
 - b) Aluminum framed doors, windows and skylights
 - c) Aluminum framing to have either the following finishes:
 - (1) anodized
 - (2) baked painted (e.g. "Kynar") finish
 - d) Glass can be either of the following:
 - (1) clear
 - (2) tinted
 - (3) reflective

The use of aluminum framed glass may be used to not only bring light into and allow views from the building, but also as a means to introduce color, detail, pattern and texture into the exterior design.

- 4) Exterior Insulation Finishing Systems (EIFS)

EIFS canopies, spandrels, fascias, soffits, accent bands and trim

Exterior Insulation Finishing Systems (e.g. "Dryvit", "Sto" etc.) are permitted as an accent material only and will not be permitted as the predominant exterior material on any facade without approval of the Review Board. The use of EIFS as an accent material should incorporate the use of color, detail, pattern and texture to take advantage of the design flexibility it affords.

- 5) Metal

- a) Metal copings, fascia, soffit, column enclosures and trim with corrosion resistant painted finish.
- b) Exposed structural elements with corrosion resistant painted finish.

- c) Architectural metal canopies and roofing with corrosion resistant painted finish.

The use of architectural metal will only be permitted as an accent material, and not as a predominant exterior material on any elevation, and shall be subject to Review Board approval. All painted metal finishes are to be corrosion resistive and maintained to mitigate any unsightly peeling and corrosion of exposed surfaces. The gauge of metal, profile, reinforcing and fastening methods are critical to prevent the "oil-canning" or buckling appearance of metal panels and as such, even limited use as an accent material only, is also subject to Review Board approval. Notwithstanding the forgoing, the Review Board may allow walls intended for future expansion to be constructed with Insulated metal panel provided such wall is a side or rear wall, such wall is screened with landscaping and the color of such wall matches adjacent walls.

- 6) Roof Drains

Exterior roof drains shall be prohibited from any front elevations.

5. LANDSCAPING

- a) Design Objectives

The design objective for the landscaping within the Business Park is to provide a park or campus-like environment. The desire is to remain sensitive to the Park's rural context, through preservation of its natural resources and open space network. While provisions for individual project identity and flexibility are encouraged, the goal is to harmoniously relate each project to the total site as well as to its immediate adjacent sites through design compatibility.

- b) Design Requirements

The following are minimum landscape design requirements that will serve as a quantifiable minimum design standard and as criteria for review and approval for each proposed development site. The goal is to create a consistently high level of site design and development. It should be noted that the plant quantities are minimum standards with additional plantings encouraged. Refer to the recommended plant list for required size and recommended spacing for plants. Landscape plans are evaluated as a whole with the overall project appearance, however the following quantitative standards may be used to evaluate landscape plans.

- 1) There shall be one tree for every 80 feet of distance around the perimeter of the lot. Twenty-five percent of these trees shall be evergreens and one third the total number of trees shall be in the front yard of the property.
- 2) The front yard shall contain one shrub for every four feet of road frontage. The remainder of the site shall have one-half this amount. Fifty percent of these shrubs shall be evergreen.
- 3) The above totals do not include any screening required by other sections of these guidelines.
- 4) Groundcover plants, perennial and annual flowers are encouraged where appropriate and may be substituted for shrub counts at the discretion of the Review Board.
- 5) The open space area of each lot shall be planted with permanent lawn and ground covers, shrubs and trees in compliance with the design guidelines in Section 5.3 below.
- 6) On-Site finish grades must meet existing streetscape grades.
- 7) On-site landscape development must be coordinated with existing public right-of-way landscaping.
- 8) Landscaping along common property lines and/or common driveways must be coordinated with adjacent properties.
- 9) Landscape design flexibility is limited at property lines given the coordination requirements noted above. However, internal landscape development allows maximum design flexibility.

c) Design Guidelines

The following are landscape design guidelines which are intended to establish design standards which will serve as criteria for evaluation and approval of proposed projects.

- 1) Open space plantings should be used to enhance the park or campus-like theme. They should include shrub masses and groundcovers in defined planting beds, large shade trees, flowering ornamental trees

and evergreen trees from the recommended plant list. Excessive variety in the selection of plants will be discouraged.

- 2) Foundation plantings should be coordinated with the open space plantings while considering orientation, size and maintenance requirements, as part of an overall plan, in conjunction with building design and massing.
- 3) The landscape design should serve to complement the architecture and visually buffer less desirable elements such as mechanical and electrical units and service areas.
- 4) The landscape design should serve to define both the vehicular circulation and pedestrian circulation within the site, and accentuate entrance conditions to both the site and the building.
- 5) The landscape plan should provide for seasonal color and the use of flowers at entrances and signage locations.
- 6) All planting beds should include organic mulch or inorganic ground cover with woven (not plastic weed control fabric).
- 7) All trees, except existing trees being transplanted, should be balled in burlap.
- 8) Any future post-construction landscaping shall be consistent with that previously approved.

RECOMMEND PLANT LIST

<u>Botanical Name</u>	<u>Common Name</u>	<u>Size</u>
Acer rubrum 'Red Sunset'	Red Maple	2 1/2" caliper*
Acer platanoids 'Schwedler'	Schwedler Maple	2 1/2" caliper*
Acer saccharinum	Sugar Maple	2 1/2" caliper*
Fraxinus americana 'Autumn Blaze'	White Ash	2 1/2" caliper*
Fraxinus americana 'Autumn Purple'	White Ash	2 1/2" caliper*
Malus 'Spring Snow'	White Flowering Crab	3" caliper*
Malus 'Madonna'	White Flowering Crab	3" caliper*
Malus 'Robinson'	Red Flowering Crab	3" caliper*
Malus 'Red Spender'	Pink Flowering Crab	3" caliper*
Amelanchier laevis	Serviceberry	10-12"
Cercis canadensis	Northern Redbud	3" caliper*
Betula nigra	River Birch	12-14'
Pinus nigra	Austrian Pine	5 - 6'
Pinus strobus	White Pine	5 - 6'
Pinus sylvestris	Scotch Pine	5 - 6'
Picea pungens 'Glauca'	Blue Spruce	8 - 10'
Picea pungens	Green Spruce	7 - 8'
Thuja occidentalis 'Techny'	Techny Arborvitae	5'
Thuja occidentalis	American Arborvitae	6'
Aronia melanocarpa	Black Chokeberry	18 - 24"
Cornus Sericea 'Bailey Red'	Red Dogwood	18 - 24"
Rhus typhina 'Dissecta'	Cutleaf Sumac	3'
Rhus aromatica	Fragrant Sumas	18 - 24"
Rosa 'Nearly Wild'	Wild Rose	5 gal
Viburnum trilobum opulus	Highbush Cranberry	5"
Coreopsis verticullata	Yellow Sun Perennial	4"
Hemerocallis (mixed varieties)	Daylilly	4"
Echinacea purpurea	Shade/Sun Purple Cornflower	4"

6. SIGNAGE AND GRAPHICS

a) Design Objectives

The design objectives for the signage and graphics within the business park allow for the greater expression of individual identity than other design factors in the Guidelines, although size and quantity limitations will preserve visual order.

b) Design Requirements

The following are signage design requirements that shall serve as the basis of review and approval by the Review Board. The intent of the criteria is to provide certain governing factors and limitations without restricting design freedom. All signage must be approved by the Review Board prior to installation.

1) General Design Criteria

- a) No building, tenant identification, directional or temporary signage may be affixed to the exterior surface of any building without Review Board approval.
- b) No flashing light signs will be permitted.
- c) All exterior signage within an individual project shall be coordinated as part of an overall signage program.

2) Building/Tenant Identification Signage

- a) Only one (1) building/tenant identification sign per building will be permitted without Review Board approval.
- b) The building/tenant identification sign shall consist of a ground mounted pylon located within the setback oriented perpendicular to the street.
- c) The building/tenant identification sign shall not exceed 56 sq. ft. in surface area per side (including the base) for parcels larger than three (3) buildable acres and not exceed 42 sq. ft. per side (including the base) in surface area for parcels less than three (3) buildable acres.

- d) The building/tenant identification sign shall contain the street number.
- 3) Informational Signage
- a) Informational signage includes all other signage excluding identification signs addressed above including directional signage, and instructional signage for visitors, vendors and customers.
 - b) Informational signs may be either single or double faced.
 - c) Informational signs may not exceed 10 sq. ft. in surface area per side (including the base).
 - d) All informational signs in excess of 24" in width shall be mounted on either two poles or a design approved by the Review Board.
 - e) All informational signage shall be of a permanent nature and constructed of non-corrosive materials (including fasteners) and be installed and maintained plumb and level.
- 4) Temporary Signage/Banners
- a) Temporary signage includes temporary building identification, construction signs, "For Lease", "For Sale" signs, etc.
 - b) All temporary signage placed on a property shall be removed after the specific purpose they were installed for has been satisfied and all construction signage shall be removed within thirty (30) days following completion of new construction.
 - c) Temporary signage shall not exceed 32 sq. ft. in surface area total.
 - d) Temporary banners include greeting banners, special events etc.
 - e) Banners shall not exceed 120 sq. ft. in surface area and shall be removed within 24 hours of completion of the event.

7. EXTERIOR LIGHTING

a) Design Objectives

The design objectives for exterior lighting of the business park are intended to create a nighttime character that reinforces the high-quality image of the development, while creating both identity, unity and security. To facilitate these objectives, specific design criteria have been established within the protective covenants and the following guidelines, to minimize potential visual light "pollution" to adjoining properties and to maintain a consistency of illumination and appearance.

b) Design Requirements

The following are design requirements for exterior lighting that shall serve as the basis of review and approval by the Review Board.

1) General Lighting Criteria

- a) The exterior lighting of all buildings, parking areas and signs shall be such that the illumination does not "spill-over" onto adjacent properties.
- b) No flashing, traveling, animated or intermittent lighting shall be visible from the exterior of any building.
- c) All light fixtures shall be of the fully shielded/cut-off type that utilizes flat, clear lenses with no refractorizing elements and distribution of light by means of an internal reflector only.
- d) The light source shall be totally concealed by the fixture housing when the position of observation is at an angle of 75 degrees above nadir (0 degrees).
- e) The maximum allowable illuminance shall be 0.5 foot-candles measured 10 feet outside the property line at a height 4'-0" above grade measured with the photometer held vertically with recording cell aimed towards the site.
- f) The finish of all fixtures, poles, fasteners and anchorage to be of non-corrosive materials of either dark bronze or black in color. Acceptable colors are dark bronze, black, natural finish

concrete or other non-obtrusive colors as approved by the Review Board.

2) Parking and Vehicular Circulation Lighting

- a) The exterior lighting of all parking, vehicular circulation and loading areas shall be of an integral design in terms of fixture type, which utilize high-pressure sodium luminaires for uniformity of light coloration with existing street lighting.
- b) The illumination levels of parking and vehicular circulation areas shall be a minimum average illumination of 0.5 fc with a uniformity ratio of 4:1.
- c) All exterior pole fixtures shall not exceed 30'-0" in height, to be installed plumb. All poles installed in paved areas shall have a concrete footing" above grade.

3) Design Guidelines

4) Pedestrian Circulation/Security Lighting

The following are Lighting Design Guidelines that are intended to establish design standards that will serve as criteria for evaluation and approval of proposed projects.

- a) Pedestrian walkways and building entries should be illuminated to provide for pedestrian orientation and to clearly identify points of entry to the building and to promote safety and security.
- b) Building entries may be lit with soffits, bollard, step or comparable lighting which clearly illuminate level changes.
- c) Pedestrian lighting shall utilize subdued warm-white Mercury, Halogen or Metal Halide lamps for illumination.

5) Architectural Lighting

- a) Architectural lighting of building elevations and/or architectural features is encouraged to create a nighttime identity and character.

- b) All exterior architectural lighting shall utilize indirect or hidden lighting sources.
- c) Acceptable architectural lighting includes wall washing, overhead down lighting, up-lighting and interior lighting that spills outside.
- d) Architectural and landscape accent lighting should be compatible with other lighting and should employ light sources such as Metal Halide, Halogen or Mercury lamps to accurately render plants, lawns, and design elements.

8. SITE MAINTENANCE

a) Maintenance Objectives

The maintenance objectives of this business park are to require each property Owner to keep its building(s), paving, landscaping and lighting in a well-maintained, safe, clean and attractive condition at all times, and to ensure that the overall high standards of the development are preserved.

b) Owner Responsibilities

The Owner of each developed site within the business park is responsible for keeping the buildings, paving, landscaping, lighting and other improvements on the Site in a well-maintained, safe, clean and attractive condition at all times. This includes the following items that lie within the property limits of each respective parcel:

- 1) All grass, shrubbery and trees must be kept in good, healthy appearance at all times, including the prompt removal of all dead vegetation. "Natural" areas are not permitted without approval by the Review Board.
- 2) All grass must be cut to the curb line whenever necessary and weeds must be controlled as required.
- 3) All rubbish or trash of any nature must be removed and properly disposed of promptly.

- 4) Damaged or cracked areas of all parking lots, loading areas, drives and sidewalks shall be promptly repaired or replaced.
- 5) During construction, each Owner shall insure that construction sites are kept free of unsightly accumulations of rubbish and scrap materials and preventing such materials from blowing onto other areas within the Park.
- 6) All on-site snow plowing, including that portion of the access drive(s) within the public right-of-way, is the responsibility of the Owner and must be disposed of on-site and may not be pushed into the right-of-way.
- 7) All on-site exterior lighting is to be maintained as necessary to insure proper operation.
- 8) Vacant sites and expansion areas may be left natural (i.e. only mowed every 1-2 years) provided all area within 25' of any public street are maintained and mowed regularly.

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