

# RADISSON GUIDELINES FOR CORPORATE PARK DEVELOPMENT



REVISED 2004

# RADISSON CORPORATE PARK DEVELOPMENT CONTROLS

## GENERAL INFORMATION

All plans for building in the Radisson Corporate Park are subject to these Development Controls and must be approved by the Radisson Development Office before construction can begin.

These Development Controls are a guide for creating a consistent and pleasant image at Radisson and to insure a high quality of building. They will be incorporated in the deed for each property.

Construction cannot begin until written approval has been issued by the Radisson Development Office. Developers are encouraged to work closely during planning stages on an informal basis with the Radisson Development Office to ensure conformance with the required submittals and controls. Any variation from these Development Controls must receive specific approval from the Radisson Development Office.

Upon completion of construction of a building, developers are required to submit a written request for a Certificate of Compliance from the Radisson Development Office which will review the building for conformity to the approved plans. The Certificate of Compliance will be forwarded to the Radisson Community Association ("RCA") to be used for calculating association assessments.

The Certificate of Compliance does not alleviate the requirement for a Certificate of Occupancy, which is issued by the Town of Lysander.

## SITE PLAN AND BUILDING LOCATIONS

Site Plans must be designed to preserve and create usable open space and to generate a sense of place. For phased projects, Site Plans shall identify initial and ultimate improvements.

Lot Coverage: All buildings, paved areas and storage areas shall not exceed 60% of a lot. All buildings shall not exceed 30% of a lot.

Building locations should respond to the following criteria:

- A. Entrances must be clearly visible from the road and not blocked by parking areas.
- B. Front yard set-back: Minimum front yard set-back shall be determined by dividing the width of a building by two (2), but in no case shall it be less than 100 feet.
- C. Side and Rear yard set-backs: Side and rear set-backs shall

be equal to the height of the building or 35 feet, whichever is greater. Where side and/or rear property lines are adjacent to street rights-of-way, front yard set-back dimensions shall be used.

- D. Paved Areas: No paved areas, including drives, may be closer than 25 feet to any property line. Parking areas and drives shall be at least 15 feet from any building.
- E. Building placement should relate to site conditions. Site features such as changes in terrain, elevation and interesting views should be exploited where they occur, and every effort should be made to preserve existing plant material.

## **PARKING AND DRIVES**

Parking is not permitted on any street or access drive.

The minimum number of parking spaces provided shall be determined by Town of Lysander regulations.

All parking areas should be visually screened from roadways by landscaping. Interior landscaping should break up large expanses of asphalt. Landscaping should account for approximately 10% of the parking area. Medians should occur at every three contiguous, double-loaded parking aisles, should be a minimum 10 feet wide and should extend the length of the parking aisles.

All drives and parking areas shall be paved with asphalt or concrete.

Lots six (6) acres or less shall have only one access drive from the road. The minimum distance from a street corner to an access drive is 150 feet.

## **UTILITIES**

Water mains and sanitary sewers with service laterals, electric, gas, telephone and cable television service shall be located underground in street rights-of-way.

## **EXTERIOR BUILDING MATERIALS AND COLORS**

No more than two basic exterior materials (in addition to glass) may be used on buildings. It is preferred that of the two materials employed, that one be used in a secondary capacity, with the other having a clearly dominant role. Imitation materials will not be acceptable.

## **MECHANICAL EQUIPMENT**

Exterior color schedules are subject to review and approval by the Radisson Development Office.

Items such as water towers, storage tanks, fans, cooling towers, communications equipment, and other structures or equipment

shall be architecturally compatible with the building and/or screened from public view. These treatments shall be approved by the Radisson Development Office in conjunction with building plans.

## **SERVICE AND STORAGE AREAS AND FENCES**

Outside storage or operations must be screened and not located within set-back areas.

Fences and vegetative buffers shall be at least as high as the material or equipment being stored. Vegetative screens must be of evergreen material. Fences and walls must not be located within set-back areas.

Loading docks and service areas must be screened from public view and shall not be forward of principal building façade.

## **SIGNAGE**

Signs indicating a company's name located on its building must be appropriately scaled and designed for the structure. A front yard sign near the street is recommended. Sign bases shall be poured concrete with vertical ribbing with rubbed or sandblasted surfaces. Construction of front yard signs must conform to the construction details attached.

The lettering on buildings should relate to the scale of the structure. Its color and material should blend with other components, preferably earth tones. No part of the sign shall extend above the roof line.

Only signs identifying the name of the firm or firms occupying the premises shall be permitted on the property.

The sign background (face, back, edges, and reveal) color shall be "Char-Brown;" the letters, white.

Signs shall not have moving parts or flashing illumination.

## **LANDSCAPING**

### Protection and Replacement of Trees

It is mandatory that the maximum number of trees be protected on all construction sites. All site plans must show the location of all significant trees. Generally, no trees more than 4" in caliper and beyond 30 feet of any physical improvement can be removed without the express written approval of the Radisson Development Office. In addition, individual trees of significant value within the clearing area around physical improvements shall likewise be retained. These clearing limits shall be staked in continuous tape; significant trees shall be protected by snow fence barriers.

## **SUBMISSIONS FOR DESIGN APPROVAL**

The Radisson Development Office will require replacement of any trees lost due to carelessness or accident by an equal number of 3-1/2 to 4 inch trees.

Supplemental planting will be required subject to the review of the Radisson Development Office.

Proposed designs must be submitted to the Radisson Development Office for approval. All material should clearly indicate business name and address, the planner/architect/engineer's name and address, parcel designation, scale, North arrow, date and stage of submittal.

Site Plans must be designed by a registered land planner or landscape architect; buildings by a registered architect.

Two submissions are required: Preliminary drawings and Contract Documents.

Materials for Preliminary submission are:

1. Site Plan (1" = 40'-0") indicating location of roads, building or buildings, walkways, parking areas, fences, exterior lighting system and signs; other proposed physical improvements; dimension of front, side and rear yards.
2. Preliminary Grading and Drainage Plan showing existing and proposed contours at one (1) foot intervals.
3. Preliminary Landscaping Plan showing location and size of significant existing trees and proposed landscape design.
4. Site Utilities Plan showing sanitary, water, electric, telephone and exterior light system.
5. Phasing Plan (if applicable)
6. Elevations (all sides) of building or buildings indicating overall design including heights, windows, doors, signs and exterior materials.

Materials for Contract Document submission are:

### Site Plans

1. Final Site Plan approved by the Town of Lysander indicating location of roads, building or buildings, walkways, parking areas, fences, exterior lighting system

and other proposed physical improvements; dimensions of front, side and rear yards. Include location of signs and graphics and details and cuts of all lighting fixtures.

2. Landscaping Plan indicating quantity, species, and sizes of all plant material—retained and new.
3. Site Details – Details of site improvements such as paving materials, signage, etc.

#### Building Plans

- A. Elevations of all sides of buildings indicating exterior materials and colors, heights and dimensions of major elements, including doors, windows, signs and mounting heights of exterior lighting.
- B. Roof Plan indicating the location and sizes of all roof-mounted equipment, and if necessary the shielding of same.
- C. Manufacturers' Names and Catalogue Numbers for proposed exterior colors and materials and/or samples of same.
- D. Signage including dimensions, graphics, letter style, wording and sign(s) location on the site and building.

## **CONSTRUCTION REGULATIONS**

Trailers, field offices, etc., shall be parked in approved locations and removed upon completion of construction. Construction materials must be neatly stacked on their site. No tracked vehicle shall be allowed on any paved road in Radisson.

Builders shall clean up all debris from their construction sites, and this trash shall be moved from the site to an approved dumping site periodically. Loose paper, cardboard, etc., shall be covered or weighted down to prevent wind from blowing it across the site. Builders are prohibited from dumping, burying or burning trash anywhere in Radisson except in approved areas, if any.

Each builder shall promptly remove from public or private streets any dirt, mud or debris resulting from its activity on the site. Each builder shall be responsible for providing adequate sanitary facilities for its construction workers.

Upon completion of construction and prior to receiving the Certificate of Compliance, sites must be free of all unused materials, equipment and debris. In addition, adjacent sites and

streets must be cleaned, and all damaged property, including, but not limited to, restoration of grades, planting grass and trees, and repair to streets, pathways, curbs, drains, signs, lighting and fencing must be repaired.

## **LOT GRADING AND EROSION CONTROL**

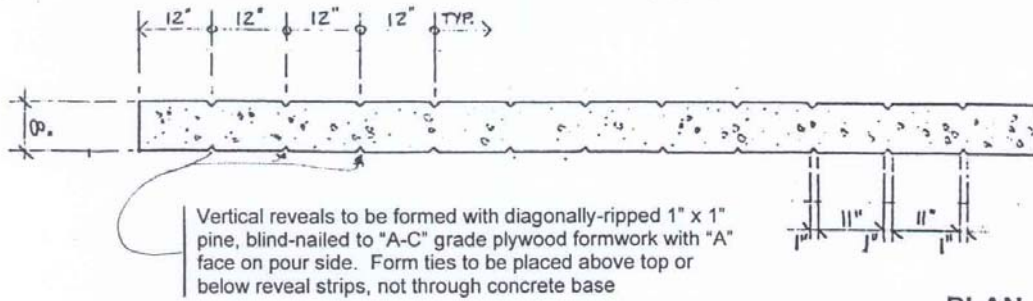
Lot grading should be minimized and designed for maximum preservation of natural grade and vegetation. Grades, berms , channels and swales should be an integral part of the grading and paving design.

Sediment-control provisions should be incorporated in the planning or preliminary engineering stage of a project. Precautions must be taken to prevent erosion and siltation and should be in placed before construction can begin. The smallest practical area of excavation should be exposed at any one time during construction, and exposed soils should be replanted at the earliest possible date. Topsoiling and seeding or sodding of exposed areas must be completed before a Certificate of Compliance is issued.

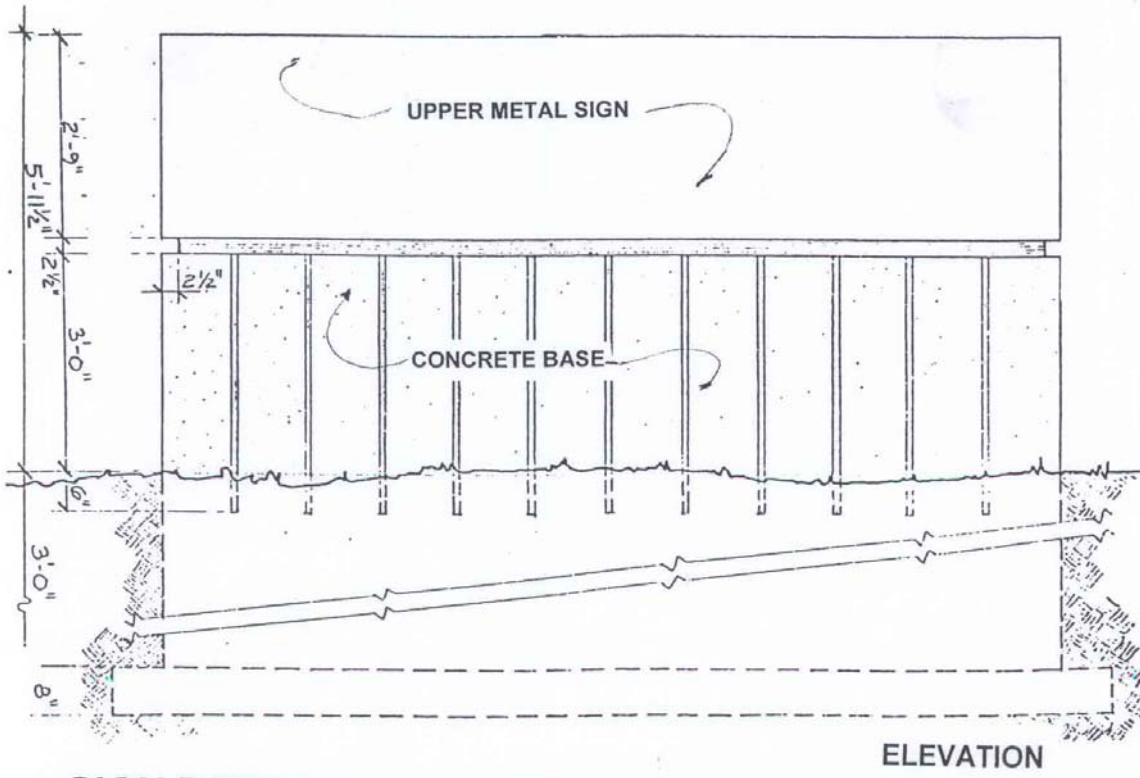
## **BUILDING CODE**

Buildings shall comply with all applicable State and local codes, regulations, and ordinances. Radisson Development Office does not review plans for compliance with any laws or codes and assumes no responsibility in this regard.

A Certificate of Compliance does not alleviate the builder's responsibility of obtaining a Certificate of Occupancy from the Town of Lysander.



PLAN



SIGN DETAILS

ELEVATION