

## Plan Submittal Requirements

### General

- A written description of the proposed work must accompany the following required graphical information.

### Site Layout

- A proposed site plan depicting the following site layout elements shall be submitted to staff for review:
  1. Building location
  2. Building orientation
  3. Setbacks (Building & Paving)
  4. Sidewalk/pedestrian routes
  5. Vehicle and bike parking orientation, layout, and space counts
  6. Driveways
  7. Vehicle and truck circulation routes within development
  8. Truck and trailer storage and parking areas
  9. Screening for truck and trash areas
  10. Urban Forestry Compliance
  11. Landscape Plan
  12. Grading Plan
  13. Fencing (If applicable)
  14. Retaining/Landscape Walls
  15. Light pole/fixture locations,
  16. Lighting photometrics and specifications

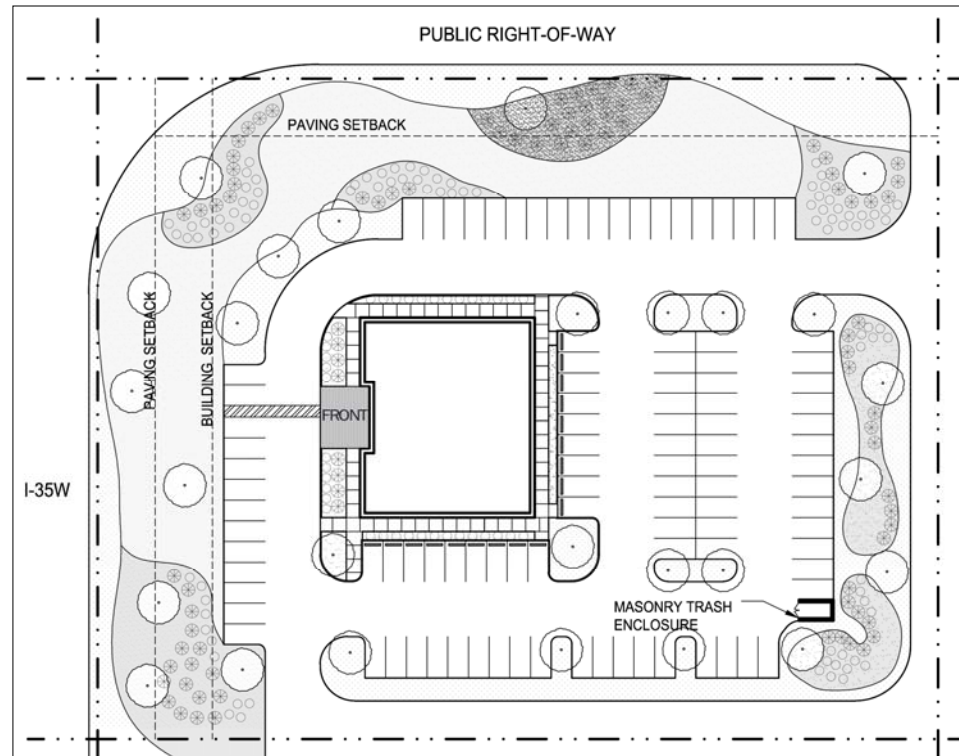


Fig. 13.1 Example of a Site Plan

\*This is only an example of a site plan submittal. Refer to the checklist on page 32 for all site plan requirements.

### Building Elements

- The following building elements shall be submitted to staff for review:
  1. Building elevations
  2. Building material specifications
  3. Signage
  4. Exterior building mounted light fixture locations and specifications

## Submittal Requirements Checklist

### **1) Required Information**

- Site Plan
- Grading Plan
  - Include earthen berm contours
- Building Plans and Elevations
- Public Right-of-way Cross section
  - Berm Elevations
  - Paving Setback
  - Building Elevations
- Material Specifications
  - Fence Material
  - Building Material
  - Screen Material
- Plan Specifications for Proposed Signs:
  - Building Signs
  - Regulatory/Site Signs
  - Directional Signs (if applicable)
  - Monument Sign
  - Signage Site Plan
- Description of Proposed Work

### **2) Site Layout Standards (Page 14)**

- Proposed Site Plan including the following:
  - Building Location
  - Building Orientation
  - Setbacks
    - Building Setbacks calculated from public right-of-way
    - Paving Setbacks calculated from the public right-of-way
    - Setback landscaped and maintained in good condition

## Submittal Requirement Checklist

- Sidewalk/pedestrian routes
- Parking orientation and spaces
- Signage
- Driveways
- Vehicle and truck circulation routes within development
- Screening for truck and trash areas

### **3) Parking and Driveways (Page 18)**

- 200 spaces maximum per parking area (Refer to figure 18.1 on page 18)
- 10 foot minimum landscaped median/dividers breaking up “rooms” of large parking fields (Refer to figure 18.1 on page 18)
- Building fronting I-35W, 50% minimum of parking located behind or within groups of buildings (See Figure 18.2 on page 18)
- 36” minimum landscaped berm in setback area along public right-of-way (See Figure 23.2 on page 23)
- Landscape screening between parking areas on adjacent parcels with berms and/or approved planting material. (Refer to pages 19 and 30)
- Utilize appropriate paving and landscape materials. (Page 19)
  - Public space pavers to be terra cotta, pewter, natural/limestone or equal.
- Masonry or concrete permanent screening, finished to match adjacent building style for:
  - Service Areas
  - Trash Areas
  - Utility Areas
  - Retail truck loading docks facing I-35W
  - Office truck loading docks facing I-35W
  - No wood or plastic fencing materials
- Screening wall, finished to match adjacent building style and/or landscaped berms for:
  - Industrial looking docks and trailer storage

### **4) Landscaping**

- Proposed Landscape Plan including the following:
  - Existing tree locations and species

## Submittal Requirement Checklist

### **4) Landscaping (continued)**

- Topography
- New plant species and locations
- Locations and dimensions of berm
- Detailed plant schedule
- Plant selection meeting the following requirements:
  - Approved Plant List (Page 29)
  - Zone specific guidelines (Pages 26-28)
- Preserve and enhance existing landscape features such as:
  - Existing tree groves
  - Creeks
  - Waterways
  - Interesting topography
- Landscaping in the right-of-way/landscape set back area designed to look as natural as possible by:
  - Incorporating open mowed areas
  - Native plant species
  - Drought tolerant plant materials
- Project complies with urban forestry requirements
- South Zone Landscape Standards (Page 26)
  - Use more compact planting materials
  - Use street trees between sidewalks and auto. Lanes
  - Buffer areas between sidewalk and parking
  - Install groundcover/grasses in parking medians and small spaces
    - Install large pots to provide greenery in constrained spaces around building and parking lots.

### Submittal Requirement Checklist

- Central Zone Landscape Standards (Page 27)
  - Use native and adaptive prairie planting materials (Page 29)
  - Street trees clustered in small groups
    - Small groups offset minimum (50) feet apart
  - Design shall have free flowing, natural, unstructured style.
  - Shield and buffer parking areas with berms and planted native grasses in lieu of taller shrubbery.
  - Pavement and hardscape areas accented with terra cotta having material or natural limestone with natural form and shape.
- North Zone Landscape Standards (Page 28)

### **5) Lighting (Page 31)**

- Lighting Plan:
  - Photometric Study including the following:
    - Building Lights
    - Site Lights
    - Foot Candle (Fc) representation to and through property line
    - 0.0 Fc at property line
    - Overall pole height (including concrete base)
  - Light Fixture Cut Sheets with complete field selections
    - Full Cut off fixtures
    - Uniform color-temperature
  - Site Lighting Plan
    - Pole locations coordinated with landscape plan
  - Photographs of the Site and Existing Conditions

## Submittal Requirement Checklist

### 5) Lighting (Continued)

- Lighting fixture type for entire development including:
  - Pedestrian routes
  - Driveways
  - Parking
  - Loading areas
  - Building
- Fixture orientation and design has minimal glare from the fixture from:
  - Within the site
  - I-35W
  - I-35W frontage roads.
- Architectural Lighting fulfills the following:
  - Animates the building design
  - Visibly promotes and reinforces pedestrian movement
- Provide indirect wall lighting (“wall washing”), overhead down lighting and interior illumination.
- All light fixtures have 90 degree (horizontal) cut offs.
- No spot lights for site lighting.
- No glowing light sources to supplement light level requirements.
- Security light primarily achieved by ambient lights levels created by required site lighting elements.