



VILLAGES AT SARATOGA SPRINGS

## Supplemental Design Guidelines for Commercial Development

### GOALS:

- Provide for a harmonious arrangement of buildings, site landscaping, open space, driveways, access, parking and development amenities.
- Relate to existing and proposed land uses and circulation plans of the community, without disrupting elements.
- Reasonable efforts should be made to preserve the desirable existing conditions found on a site through minimized removal of desirable trees and other vegetation and soil and minimized site grading.
- Use high quality building materials, colors, textures, lighting, architectural and landscape forms to create a harmonious design for each site which is compatible with neighboring structures and uses.
- Create safe vehicular, pedestrian and bicycle circulation by way of interior drives, parking areas, pathways, and sidewalks.
- Provide adequate buffering between adjacent properties. Consider sound and sight buffers, privacy buffers, view protection and light pollution.
- Provide architectural designs that are visually appealing on all elevations (front, sides, back).
- Maintain building massing that is scaled to pedestrian and vehicular perspectives.
- Take into account all CPTED (Crime Prevention Through Environmental Design) principals.
- Provide a signage plan that is compatible with the original building design and site layout.



The Supplemental Design Guidelines for Commercial Development for the Villages at Saratoga Springs HOA were adopted from the city of Saratoga Springs Site and Architectural Design Standards, dated July 2, 2013.

These Design Guidelines have been set forth to guide the overall design of commercial buildings and areas adjacent to them, and to achieve harmonious flow between various areas of the neighborhood.

VILLAGES AT SARATOGA SPRINGS HOA

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**Parking Areas**

1. Parking areas should be looked at as 3 dimensional outdoor spaces with horizontal and vertical elements and not as a flat sheet of asphalt or concrete. Such elements may include:

- Parking lot planters and tree wells to provide horizontal and vertical relief
- Landscaped walkways
- Lighting structures

2. Parking fields of more than 100 spaces are prohibited.

3. Parking lots larger than 75,000 square feet shall provide raised or delineated pedestrian walkways. Walkways shall be a minimum of ten (10) feet wide and shall be placed through the center of the parking area and extend to the entrance of the building.

Landscaped islands along the center walkway shall be placed at a minimum interval of every thirty (30) feet. Landscaped islands are encouraged to be offset from one another to create a feeling of greater coverage. Where the developer desires to have a driveway access at the center of the parking area, a pedestrian access shall be placed on either side of the driveway.

4. Parking lots shall be largely hidden from view of the traveling public along Redwood Road. Parking lots shall be placed behind buildings with minimal parking located between the buildings and Redwood Road. Parking that is located between a building and Redwood Road shall be screened from view with berming and landscaping.

5. The location of parking shall be determined not only from its visual relationship to the building and site, but also as it relates to safe and convenient pedestrian and vehicular circulation patterns.

6. Parking lots should be designed with a hierarchy of circulation: major access drives with no parking; major circulation drives with little or no parking; and then parking aisles for direct access to parking spaces. Small projects may need to combine components of the hierarchy.

7. The periphery of all surface parking areas shall be designed to hide the major portions (i.e. height) of automobiles from view from the street. Screening may be accomplished by using walls and/or hedges of shrubs that create a three (3) foot high screen (at maturity) along the street periphery. Minimum size of shrubs should be 5 gallon and placed at a spacing not to exceed 4 - 5 feet apart.

8. Landscaping shall be required within the parking lot area where large expanses of asphalt occur, as per Section 19 of the Saratoga Springs Land Development Code.

9. Planters within parking areas shall be landscaped with trees, upright shrubs, ground covers, bark mulch or landscape rock 2 inches in size or greater. Turf grass is not an acceptable landscape material in parking lot planters that are less than 8 feet in width.

10. The use of shared parking with adjacent sites may be considered, but must be approved by HOA ARC.

**Pedestrian Access**

1. All buildings and Site Plans shall be designed to be pedestrian friendly by way of connecting walkways. Pedestrian connections to the surrounding residential development is required

2. Pedestrian connections shall be made, when feasible between developments, between buildings within a development, to any streets adjacent to the property and to any pedestrian facilities that connect with the property. All pedestrian connections shall be shown on the Site Plan. Sites shall be designed to allow for safe pedestrian access from parking areas to the building, from building to building, from the building to adjacent developments and from buildings to the public sidewalk to minimize the need to walk within the parking lot among cars.

3. The Site Plan shall be designed to encourage pedestrian activity by use of landscaping and outdoor sitting areas. The placement, size, and orientations of buildings shall enhance public spaces. The design, scale, and aesthetic of the commercial development shall cater more to the pedestrian than the automobile.

**Landscaping**

1. Repetition of certain plant varieties, colors and materials shall be used to unify the design of the site.

2. All development landscape plans shall include a combination of evergreen and deciduous trees in order to remain attractive during winter months.

3. Landscaping and tree removal shall be consistent with the standards contained within the Saratoga Springs Development Code.

4. All landscaping and irrigation plans shall be approved by the HOA Landscaping Committee.

5. All landscaping shall preserve and generally enhance desirable natural features, (e.g. topography, waterways, vegetation, etc.), enhance architectural features of the building, strengthen vistas, and provide shade for the project as well as its customers and employees.

6. Landscaping around the base of the building is recommended to soften the transition between the parking lot and building and also to discourage graffiti. Exposed foundation walls are not encouraged, but in cases where inevitable, will require heavier landscaping.

7. Concrete mow strips or heavy duty edging are recommended between turf and shrub or ground cover areas.

8. 20% of the area must be landscaped

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**Street Furniture**

1. Where provided, street furniture should follow a consistent street furniture design throughout the entire project as approved by the HOA ARC and Saratoga Springs Planning Commission. The color of street furniture should compliment the design and colors of the development.
2. All street furniture shall be made of a durable and weather resistant material and finish.

**Gas Station, Gas Island Canopy and Related Facilities**

1. All building materials and designs shall be consistent with the general standards for commercial businesses and be approved by the HOA ARC.
2. All structures on the site (including kiosks, car wash buildings, gas pump islands, trash enclosures) shall be architecturally consistent with the main structure, including roof design.
3. All building elevations shall be architecturally detailed to avoid the appearance of the "back of the building" and should contribute a positive presence to all street exposures.
4. Gas island structures shall be finished of the same high quality materials as the convenience store or kiosk associated with the gas island. These structures shall be designed to create architectural harmony with the primary structure on the site. Canopy light fixtures shall be flush with the soffit of the canopy to avoid light spill onto adjacent properties.

**Roof Design**

Sloped roofs shall provide articulation and variations in order to break up the massiveness of the roof. Sloped roofs shall include eaves which are proportional to the roofs slope and scale of the building.

**Ground Mounted**

Mechanical units (condensers, generators, etc.) shall be screened from view with wing walls or other enclosures that are integrated into the building and landscaping of the site.

**Outdoor Display**

1. All retail product displays shall be located under the buildings' permanent roof structure and on designated display pads within front landscape areas as may be approved by the HOA ARC and Planning Commission by Conditional Use.
2. All display areas in front of buildings shall be clearly defined on the approved Site Plan and designated on the pavement with a contrasting colored paint.
3. Display areas shall not block building entries or exits, pedestrian walks, or parking spaces in front of the building. Outdoor display areas shall not spill into walkways or any drive aisle adjacent to a building.
4. All outdoor displays must be located within approved display areas. These areas shall be clearly identified through the Site Plan process and demarcated by a contrasting colored paint. Seasonal uses outside of these areas may be approved by the ARC.

**Trash Area Screening**

1. Service yards, refuse and waste-removal areas, loading docks, truck parking areas and other utility areas shall be screened from view by the use of a combination of walls, fences and dense planting.
2. Screening shall block views to these areas from on-site as well as from public rights of way and adjacent properties. All trash dumpsters shall be provided with solid enclosures.
3. Enclosure material for the above uses shall be composed of 6 foot high solid masonry or decorative precast concrete walls with opaque gates and self-latching mechanisms, to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles. Gates shall be made of opaque metal for durability. Chain link gates with opaque slats are not acceptable.

**Signage**

1. Signage on awnings shall not overpower the awning or building facade. Signs shall only be located on the first floor level, to enhance the pedestrian-oriented character of the street.
2. Second story signs may be permitted on a case-by-case basis. Monument signs are preferred and shall not overpower the building facade or frontage.
3. Back-lit or "day-glo" signage or lettering is not permitted.
4. Pole signs are prohibited.

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**Utility Boxes and Pedestals**

1. Dense vegetative buffers which include an evergreen variety of plant materials shall be placed where appropriate to screen all utility boxes and pedestals in order to remain attractive during the winter months.
2. The location of utility boxes shall be clearly identified on the Site Plan.
  - a. The developer is responsible to work with the utility companies to coordinate locations of utility boxes and pedestals according to the provisions listed herein.
  - b. Utility boxes, pedestals and meter panels shall be painted to blend in with surroundings. All utility boxes and meter panels on walls shall be painted to match the building walls with utility company approvals.
  - c. These standards shall also be applied to all rights-of-way and pedestrian areas that are adjacent to the development.
3. Utility box and pedestals (including but not limited to transformers, switch gear, phone and cable TV pedestals) shall be placed such that they do not block required visibility triangles at streets intersections and driveways.

**Site/Building Lighting**

1. Lighting fixture shall be selected to enhance the architecture of the project.
2. All site/building lighting shall be shielded and directed downward so light spill does not adversely affect adjacent properties or streets. Use shielded, indirect light sources for all exterior lighting.
3. Exterior lighting shall be limited to those areas needed for safety & security purposes only. Exterior lights shall not illuminate the entire facade of the building. Fluorescent lights are prohibited.
4. Bollard style lighting should be utilized adjacent to pedestrian walking paths on the site.
5. The use of color corrected high-pressure sodium, metal halide (white light), or LED lamps as the primary light source on site is highly encouraged. All lighting must be shielded and directed downward to avoid light spill.
6. Lamp selection to achieve natural color rendition (white light) as the primary light source on site is highly encouraged.
7. Non-residential parking lots shall use the City's adopted light poles and fixtures unless the Planning Commission and HOA ARC approves a comparable style through the Site Plan process.

**CPTED Principles (Crime Prevention Through Environmental Design)**

1. The developer is required to consider the basic principles of CPTED when designing the Site Plan, landscape plan and the architectural design for their project. Use of the CPTED principles is strongly encouraged in the interest of the future security of the project.
2. The concept of CPTED is based upon the following theory: The proper design and effective use of the built environment can contribute to the reduction in the incidence and fear of crime, and an improvement in the quality of life. The following principles should be taken into account in the design of all buildings and developments:
  - a. Natural Surveillance. Physical design which keeps potential intruders under the perception of continual watch, using 'eyes on the street' (e.g. view to streets, driveways and parking lots) and visual permeability in architecture, lighting and landscaping.
  - b. Natural Access Control. Physical design which guides the mobility of people and which decreases crime opportunity and increases perception of risk to potential offenders.
  - c. Territorial Reinforcement. Physical design which encourages users of property to develop ownership over it, developing space with an easily discernible purpose, using symbolic barriers such as low lying fences/walls, landscaping and signage, eliminating ambiguous spaces, encouraging easy maintenance, and discouraging crime.
  - d. Management and Maintenance. Responsibility for managing and maintaining the property. Show that someone cares about and sees that the property is in a presentable appearance and is secure for the customers that use the facility. CPTED principles should be used in the design and layout of buildings, streets, accesses and open space areas. The design shall promote natural surveillance, access control, territorial reinforcement, sense of ownership, and maintenance.
  - e. CPTED landscaping standards should be used, including planting shrubs with a maximum height of two to three feet and trees with a proper ground clearance of seven (7) feet above walkways and sidewalks and fourteen (14) feet above vehicular travel and parking lanes. This shall be accomplished through proper pruning practices not by clear cutting, topping trees or other "pruning for exposure" techniques.
3. In order to encourage public safety through natural surveillance, natural access control, and territorial reinforcement, blank walls are not permitted adjacent to streets, pedestrian areas, and open space amenities.
4. Symbolic barriers, such as low lying fences/walls, landscaping and signage shall be used to discourage crime and to promote safety.
5. Developments shall have street side building elevations with extensive windows, balconies, decks or landscape terraces being encouraged.

**Building Materials/Colors**

1. When masonry is used, "full veneer" brick or other similar high quality masonry materials such as quarried stone shall comprise the primary exterior material(s) of the building. Window and door openings excluded.
2. At least 70%, and not more than 80%, of the exterior building material walls shall be comprised of the Preferred Primary Materials, window and door openings excluded.
3. Preferred Accent Materials shall comprise no less than 20%, and no more than 30%, of the exterior finish, window and door openings excluded.
4. When a material is used as the Preferred Primary Material, that same material shall not be used as the Accent Material.
5. Preferred exterior building materials shall include, but are not necessarily limited to the following materials.
  - a. Preferred Primary Materials:
    - Quarried stone (i.e. granite, etc.),
    - Full veneer brick, (brick veneer tile is not allowed)
    - Cultured Stone
    - Composite lap siding
    - Architectural concrete (with recessed panels and reveal lines),
    - Stucco or EIFS (exterior insulating finish system)
  - b. Preferred Accent Materials:
    - Quarried stone (i.e. granite, etc.)
    - Full veneer brick, (brick veneer tile is not allowed)
    - Cultured Stone
    - Precast concrete accents
    - Stucco or EIFS

**Screening of Storage & Loading Areas**

1. To alleviate the unsightly appearance of loading facilities for retail, commercial, office, and institutional uses, these areas shall not be located on the side(s) of the building facing the public street(s). Such facilities shall be located at the rear or side of the site.
2. Outside storage shall not occupy required parking stalls nor block any driveway as approved on the Site Plan for the development.
3. Enclosure material for the above uses shall be composed of 6 foot high solid masonry or architectural precast concrete walls with opaque gates and self-latching mechanisms, to keep gates closed when not in use. Bollards are required at the front of the masonry walls to protect the enclosure from trash collection vehicles. Gates shall be made of opaque metal for durability. Chain link gates with opaque slats are not acceptable.
4. The method of screening shall be architecturally integrated with the adjacent building in terms of materials and colors.
5. Trash areas shall be designed to include the screening of large items (e.g. skids and pallets) as well as the trash dumpsters that are needed for the business (unless storage is otherwise accommodated behind required screened storage areas).
6. Long expanses of fence or wall surfaces should be offset and architecturally designed to add visual interest. Landscape design shall be utilized to aid in scale and interest.

**Overall Design**

1. The Site Plan shall be designed to encourage pedestrian activity by use of landscaping and outdoor sitting areas. The placement, size, and orientation of buildings shall enhance public spaces.
2. Buildings shall be located in recognition of the importance of street corners and street facades.
3. Standard "strip" commercial design patterns are not desirable.
4. Businesses shall be located in buildings smaller than typical "strip commercial" buildings with no more than 3 to 4 businesses per building
5. Larger buildings may be permitted if there is sufficient variation in architecture to appear as a series of small, attached shops.
6. Stretches of flat or unarticulated façade for 25 feet or more is not acceptable.
7. The color of structures shall not be overwhelming to neighboring buildings or neighbors.
8. A base color shall be chosen that will link the entire building. Colors that will tie in signs, ornamentation, awnings, and entrances are required.