

MERIDIAN INTERNATIONAL BUSINESS CENTER

MERIDIAN COMMONS

MERIDIAN VILLAGE



DESIGN CONTROL COMMITTEE

DESIGN CRITERIA & SUBMITTAL PROCEDURES

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OVERVIEW

MERIDIAN INTERNATIONAL BUSINESS CENTER

MERIDIAN COMMONS; MERIDIAN VILLAGE

PROTECTIVE COVENANTS AND DESIGN CONTROL COMMITTEE

STATEMENT OF PURPOSE

The architectural design integrity and quality throughout Meridian is maintained through the implementation of Protective Covenants, which include strict design controls. These Covenants establish standards for planning and design, which are fair to all parties and are intended to assure maintenance of value for all Meridian properties.

PROTECTIVE COVENANTS

The Protective Covenants legally apply to all that is part of Meridian, regardless of ownership, and are independent of the zoning and land use regulations of local government.

APPLICABLE DOCUMENTS

The system of land use control created by the Covenants includes not only the Covenants, but also a Master Plan, Design Criteria and Review Procedures. These documents are mostly contained herein and are available through the Design Control Committee offices.

DESIGN CONTROL COMMITTEE

The Covenants and supporting documents are administered and enforced by a Design Control Committee (“DCC”). A current listing of members can be found on the following page.

ACTIVITIES NECESSITATING REVIEW

Under the Covenants, any proposal to construct, modify, or demolish improvements within Meridian must have plan approval from the DCC prior to commencement. The DCC’s review and approval process also applies to signage, changes in property use, and maintenance activities. The DCC meets on a regular basis to review plan submittals. After the DCC approves a plan submittal, an applicant may proceed with a project, but only in strict compliance with the terms and conditions of approval. The DCC performs periodic site inspections, both during development and on an ongoing basis thereafter to ensure compliance.

MEETING SCHEDULE AND LOCATION

The DCC meets monthly. Projects are placed on a formal meeting agenda only after applications and reviews are made at informal staff level meetings at least two weeks prior to a meeting.



DESIGN CONTROL COMMITTEE MEMBERSHIP

The Design Control Committee is made up of six (6) regular members. Of these six (6), at least two (2) members must be architects and one (1) member must be currently engaged in land planning practice. All other members must have a minimum of ten (10) years of experience in land planning or development. Membership is as follows:

MR. LEE DEHMLOW, CHAIRMAN

Mr. Dehmlow is a Development Manager with Shea Properties. He has 35 years of experience in the building industry, spanning commercial, institutional and residential sectors, including both project and management roles in construction, architecture, and project development.

MR. MICHAEL BARBER, ARCHITECT

Mr. Barber is a practicing architect with 35 years of experience. He is the Director of Design at Barber Architecture and has been responsible for the design of numerous public and private projects for regional and national clients. He is the recipient of awards for architecture and planning and has won ten major design competitions. Mr. Barber is a member of other design review committees, including membership in the Federal Design Excellence program.

MR. JOHN KILROW

John Kilrow is a Senior Vice President with Shea Properties with over 25 years' experience in commercial development. His background includes extensive involvement in architectural design reviews and covenant administration primarily associated with Shea's various commercial and residential communities.

MR. PHIL MCCURDY, AIA

Mr. McCurdy is the Principal of the Architecture Group at the Denver office of Gensler, an international architecture and planning firm. In more than 30 years of practice he has had the opportunity to lead projects both locally and nationally. He serves on Gensler's national Practice Area for Buildings and Campuses and on the City of Denver's Design Review Board for the Cherry Creek North mixed-use district.

MR. ERIC HECOX

Mr. Hecox is a Vice President with Shea Properties Colorado. He serves as the General Manager for multiple special districts including the Denver Tech Center and the Meridian International Business Center. He is also President of the Colorado Foundation for Water Education as was previously the Executive Director of South Metro Water Supply Authority.

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STAFF

MS. GALINA BUTYLEV, Community Services Manager

MS. SARAH MASTER, Client Services Project Coordinator

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DESIGN CONTROL COMMITTEE

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1.0 GENERAL CONDITIONS

A. DEVELOPMENT OBJECTIVES

The Meridian International Business Center (Meridian) is a multi-use development with an integrated mix of complementary uses.

All lands within Meridian are subject to protective covenants that in part provide for a Design Control Committee (DCC) with the authority to promulgate Design Criteria as set forth in this document.

The intent of these Criteria is to provide for development of a quality that will be of enduring value, preserve the area's natural beauty, and provide for a work and living environment. Proposed development should be approached with these objectives in mind and in a "community" spirit with regard for the needs and perspectives of all existing and future development within Meridian.

These criteria are intended to guide applicants in meeting the goals of the DCC for development. Used in concert with basic principles of good design, applicable jurisdictional regulations, the DCC Master Plan, and staff assistance, these Criteria are intended to expedite the approval process and facilitate the development of quality projects within Meridian.

It must be emphasized that the DCC Review Process is both qualitative and quantitative. Attainment of a minimum quantitative standard does not in and of itself infer approval unless acceptable quality is achieved. Each project will be reviewed on the basis of its planning and design merits and conformity to the intent of these Criteria. The DCC does not represent or warrant that its approval of any project complies with any applicable contractual or governmental land use restrictions.

B. JURISDICTION

Meridian lies within Douglas County and is part of the Meridian Metropolitan District. The Applicant is responsible for compliance with the rules and regulations of each of these entities and must receive authorization from each of them, in addition to complying with all applicable requirements, regulations, and codes.

Zoning is based upon an approved Douglas County Planned Development Guide. It is the responsibility of the Applicant to demonstrate to the DCC that the proposed development is not inconsistent with the applicable zoning and development regulations, in harmony with the adjoining developments and consistent with the Master Plan, Master Drainage Plan, Protective Covenants and these Design Criteria.

C. COVENANTS AND MASTER PLAN

The Covenants and Master Plan are recorded in the real property records of Douglas County, Colorado. The Covenants are the basis of the authority for these procedures and are legally binding.



D. DCC REVIEW / SUBMITTAL PROCEDURES

All applicants must follow these specific procedures involving submittal of documents, review requirements, deadlines, and fee schedules. The DCC is responsible for reviewing and approving plans for all proposed improvements, including construction of any type, landscaping, lighting, signage and any other improvements. The submittal of plans and securing of the appropriate approvals pertains to signage, landscaping, exterior building improvements, satellite dishes, antennas, construction yards, trash enclosure, fencing, lighting, driveways, parking areas and any improvements that affect the appearance, design or outside elements of property. All improvement plans must be in compliance with these Design Criteria.

The DCC generally meets at least monthly to review formal presentations. Formal presentations to the DCC are mandatory for most development projects, as prescribed in this document. However, most details are reviewed through informal meetings with the DCC representatives and staff. This process is designed to expedite the preparation and approval of the plans for any specific site where development is contemplated. Certain minor improvements do not require all review phases: the DCC Chairman determines which steps are necessary for an individual project.

For most projects, there are eight phases in the development approval process. These include the following:

1. Pre-Design Conference
2. Sketch Plan (Property Use/Site Layout)
3. Schematic Design
4. Design Development
5. Site Plan/Certifications
6. Construction Documents/Authorization to Apply for Building Permit
7. Construction Site Logistics
8. Certificate of Compliance/Certifications

Sketch Plan, Schematic Design, Design Development and Site Plan (each including landscaping, signage and lighting) phases require a formal DCC presentation. All other steps are handled directly with DCC staff.

Meeting Minutes: Committee findings relative to applications are documented via a “Notice of Committee Action” form (See Sec. 4.J) which also serves as “Minutes” relative to applications considered at formal Committee meetings.

The Site Plan is preferably submitted concurrently with the Design Development review presentation. All submittal documentation must be submitted no later than noon (12:00 p.m.) at least ten (10) days prior to a scheduled DCC meeting.

Project Approval is contingent upon submittal of materials, presentation to the DCC and payment of designated fees. No improvements may be made without the prior written approval of the DCC.

A Notice from the DCC will be sent to each applicant within a maximum of thirty (30) calendar days after the date of the DCC action on the proposal. This Notice will state whether approval or disapproval has been granted and outline any conditions associated with the approval or disapproval.



al. While Notices may reference plan documents submitted for DCC review, it is not incumbent on the DCC to identify any variances to Design Criteria during the review process. It is the Applicant's obligation to identify in writing any desired variance to DCC Design Criteria. Full compliance with all aspects of current DCC Design Criteria is required unless exceptions thereto are specifically enumerated on a Notice of Committee Action.

E. REVIEW FEES

Review fees are required for all DCC submittals. A current Schedule of Fees is included in the Submittal Procedures section of this document. This fee schedule may be revised from time to time by the DCC as conditions necessitate. Fees are required at the time of submittal. Written confirmation of a DCC action will not be issued until all appropriate fees have been paid.

F. NON-COMPLIANCE/FINES

A Schedule of Fines is in effect in the event of Non-Compliance. Outstanding fines will be required to be paid as a condition of processing any applications for review or prior to issuing Certificates of Compliance.

Note that the DCC will not process any applications for a parcel with an outstanding fine or that is in receipt of a Notice of Non-Compliance that has not been remediated.

G. ADDITIONAL CRITERIA

In addition to the criteria herein, the DCC may promulgate additional criteria that are not inconsistent with the criteria set forth herein. By example, but not by way of limitation, the DCC may promulgate and adopt additional maintenance and operation activity criteria that relate to or are necessitated by or are appropriate as a result of development activity. From time to time any of these additional criteria may be amended by action of the DCC.

H. VARIANCES

The DCC may authorize a variance from these criteria when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental objectives or considerations may warrant, insofar as they are not superseded by applicable Douglas County zoning regulations. Such variances must be approved by at least four (4) voting members of the DCC. The granting of such a variance shall not operate to waive or to render unenforceable any of the terms and provisions of the Declaration of Covenants of the DCC for any purpose except as to the specified provisions, as spelled out by the variance.

I. DEFINITIONS

BUILDING COVERAGE

Building Coverage shall mean the actual "footprint" of all buildings on the site at grade or plaza level. Building areas covered by plazas, pedestrian malls, and/or landscaping may be considered Open Space vs. Building Coverage with DCC approval. Similarly, building area situated over plazas, pedestrian malls, or landscaping shall constitute Building Coverage vs. Open Space.

BUILDING SITE

Building Site shall mean any parcel of land that is part of Meridian, the size, dimensions, and boundaries of which shall be established by a legal description approved by the DCC (see also definition of Site).



CONTRACT FLOOR AREA

Contract Floor Area shall mean the definition of gross floor area set forth in any contract or covenants between the Applicant and any other entity that relates to a limitation on the amount of development that can occur on the Applicant's site.

DCC

DCC shall mean the Design Control Committee created pursuant to the Protective Covenants; including those persons who are acting on behalf of the DCC with respect to certain duties and obligations assigned to them by the DCC.

EXISTING IMPROVEMENT

Existing Improvement shall mean any Improvement for which all of the plans were approved by the DCC or any predecessor of the DCC (if such approval was required at the time the Improvement was constructed or installed) and the construction or installation of which was complete or substantially complete as of the date of this declaration.

GROSS LAND AREA

Gross Land Area shall mean all land area within a designated tract or parcel of land, regardless of the status of its use or ownership.

IMPROVEMENT

Improvement shall mean and include every structure and all appurtenances thereto of every kind and type and any other physical change upon, over, across, above or under or upon existing improvements. This definition shall include, but shall not be limited to, the following facilities and activities, whether of a permanent or temporary nature: buildings, outbuildings, parking structures and garages, parking lots and other parking areas, streets, roads, traffic control devices, signs of any type, canopies, awnings, trellises, fences, lawns, landscaping (including landscaping of balconies, plazas, and other portions of buildings), plazas, patios, recreational facilities such as tennis courts and swimming pools, walkways, pedestrian malls, sidewalks, shelters, security and safety devices, bridges, construction trailers and other temporary construction outbuildings, screening walls, retaining walls, stairs, decks, benches and other exterior furniture, hedges, windbreaks, plantings, planted trees and shrubs, poles, exterior air conditioning, water softener fixtures or equipment, aerials, antennas, lighting fixtures, drainage structures, communications equipment including but not limited to microwave dishes and relay equipment, coaxial and fiber optic cables, satellite transmitting and/or receiving ground stations, pumps, wells, tanks, reservoirs, ponds, pipes, lines, meters, towers, and other facilities used in connection with water, sewer, gas, electric, telephone, regular or cable television, or other utilities, and color texture, material, or other changes to any Improvement. Improvements shall include, but not be limited to, Existing Improvements.

MASTER PLAN

Master Plan shall mean the document or set of documents that may include any or all of the following relative to Meridian: drawings showing existing and future land uses, building uses and densities, streets, pedestrian and transit ways, open space, utilities, drainage, lighting and other aspects or characteristics of land development; design standards specifying the desired criteria for building design, signage, landscaping and other improvements; and policies describing desired uses, density, quality, location, mix, type, intensity, timing and other aspects or characteristics of land development; which documents, standards and policies have been adopted by the DCC as the governing plan for Meridi-



an. No document, standard or policy shall be or become or constitute part of the Master Plan until its adoption as such by the DCC.

MERIDIAN

Meridian shall mean those land areas as defined in the Protective Covenants.

NET FLOOR AREA

Net Floor Area shall mean the total horizontal floor area measured in square feet, of all floors of a building, excluding therefrom walls, stairwells, elevator shafts, covered malls, covered walkways, roof patio areas, covered entries, covered parking, covered driveways, covered loading areas, utility rooms and storage areas.

NON-CONFORMING DESIGN

The DCC Design Criteria are, and have always been, dynamic in nature. Revisions are made from time to time to clarify design intent or to adapt to changing conditions.

Given the fact that development at Meridian was initiated in the mid-1980's with development progressing in phases over that period, existing conditions can be found that may not fully comply with the current Design Criteria. Such situations do not justify a basis for a variance request from current applicable criteria. Similarly, existing developments do not necessarily have a "vested" right to reconstruct or reinstall previously approved but currently non-conforming items (GDP approvals excepted for approved periods as designated).

OPEN SPACE

Open Space shall mean all gross land area not covered by buildings, public streets, private drives or surface parking lots. Open Space shall include, but not be limited to, Gross Land Area in use for pedestrian ways, courtyards, landscaped areas (whether public or private), pedestrian malls, parks, and the golf course. Additionally, Open Space shall include courtyards, plazas, and landscaped areas located on top of any building or any parking structure as long as such courtyards, plazas and landscaped areas are within two (2) stories of grade. With respect to land in use for the golf course, and notwithstanding anything to the contrary in this document, all such land, including but not limited to, the portions thereof in use for buildings and similar uses accessory to the golf course use, such as clubhouses, pro shops, maintenance buildings, comfort stations and snack bars, shall constitute Open Space if said buildings and similar uses are limited in number and are compatible with the golf course use. Pursuant to the foregoing definition, all Gross Land Area located within golf course areas and right-of-way areas shall constitute Open Space.

OWNER

Owner shall mean the person or persons who own or hold an aggregate fee simple interest in any of the real property within Meridian or any Net Floor Area appurtenant thereto. The owners or holders of an "aggregate fee simple interest" shall not include owners or holders of (a) mortgages, deeds of trust, and other instruments pursuant to which said real property or floor area rights secure indebtedness, (b) easements, rights-of-way or licenses that pertain to or affect said real property or floor area rights, (c) water, mineral, air, or subsurface rights that, as appropriate, are located in, on, under, over, or are or were appurtenant to said real property, (d) leasehold interests, or (e) other equitable title interests such as the vendee's interest under an installment land contract.



PARKING COVERAGE

Parking Coverage shall mean the site area used for exposed parking, including parking structures, on grade parking lots, and drives serving the parking, as well as service drives and drop-off areas.

PROPERTY USE

Property Use shall mean the intended functions of, or activities that take place on a temporary or ongoing basis on, in, or with respect to any parcel or element of real property that is part of Meridian.

PROTECTIVE COVENANTS

Protective Covenants shall mean the applicable Protective Covenants within various areas of Meridian as follows:

- Protective Covenants of Meridian International Business Center dated as of October 31, 1984, and recorded on November 2, 1984, in Book 546 at Page 750 of the Douglas County, Colorado, records, as subsequently amended and/or restated and/or extended.
- Protective Covenants of Meridian Commons, dated as of October 21, 1999 and recorded on October 21, 1999 in Book 1769 at Page 444, Reception No. 99089733 of the Douglas County, Colorado records, as subsequently amended and/or restated and/or extended.
- Protective Covenants of Meridian International Business Center (North Area) dated as of November 29, 2001, and recorded on December 5, 2001, in Book 2201 at Page 1017, Reception No. 01116892, of the Douglas County, Colorado records, as subsequently amended and/or restated and/or extended.
- Declaration of Covenants, Conditions and Restrictions for Meridian Villages, dated as of October 4, 2005, and recorded October 20, 2005, Reception No. 2005101092.

SITE

Shall mean any portion or part of Meridian that is the subject of any site plan submitted in accordance with the provisions of the Amended and Restated Development Guide for Meridian.

SITE PLAN

Shall mean the document as defined herein (vs. alternate nomenclature referenced in Douglas County). Structured parking covered by building areas shall constitute Building Coverage and not Parking Coverage. Structured parking covered by publicly accessible plazas, pedestrian malls, or landscaping within two (2) stories of grade or ground level may constitute Open Space and not Parking Coverage.

PERIPHERAL BOUNDARY LINE

Peripheral Boundary Line shall mean a line generally consisting of the outer property line of the Meridian PUD (see Exhibit 2).



2.0 DESIGN CRITERIA

The following criteria are utilized by the DCC as the means of determining the suitability and acceptability of all proposed improvements in or on Meridian, and constitute the basic design criteria and standards for the Master Plan.

A. SITE PLANNING

USE, ZONING, AND DENSITY

Applicants must demonstrate that a proposed use (1) is consistent with and authorized by any applicable zoning and other governmental land use statutes, ordinances, regulations, rules and other authority (collectively, “Governmental Authority”); (2) is consistent with and authorized by the Master Plan and the Protective Covenants; (3) reinforces existing and projected uses adjacent to the site and throughout Meridian; (4) provides a harmonious development for Meridian; (5) promotes the general welfare of all landowners and tenants in Meridian; and (6) protects and enhances the present and future value of all property in Meridian.

The DCC has determined that certain uses are inappropriate within Meridian and will not be permitted under any circumstances because they do not and cannot meet all six (6) of the criteria set forth in the first paragraph above. These uses include (a) outside storage or loading or unloading of materials for sale, lease or rental (such as automobile, boat, recreational vehicle or trailer lots); (b) establishments selling adult materials or providing adult amusement or entertainment, such as bars and theaters displaying nudity; (c) the sale and/or dispensing of medical marijuana, in any form; (d) the sale of drug paraphernalia; and (e) any use that emits sounds, odors, light, glare, or vibrations that create a disturbance, or are offensive or obnoxious, to other properties. The foregoing list of inappropriate uses is not exclusive or comprehensive; any other use that the DCC determines does not meet all six (6) of the criteria set forth in the first paragraph above also shall be deemed to be inappropriate and shall not be permitted within Meridian.

The density of any use also must meet all six (6) of the criteria set forth in the first paragraph above.

In the event that applicable Governmental Authority allows uses or densities that are not permitted under the Protective Covenants, the Master Plan or these Design Criteria (collectively, the “Covenant Documents”), the Covenant Documents shall control and govern and the uses or densities shall not be permitted. Approval of a proposed use by a governmental entity does not constitute approval of that use by the DCC.

Any subdivision of land requires DCC approval prior to submission to the applicable governmental jurisdiction.

DEVELOPMENT STANDARDS

SEE CHART ON NEXT PAGE.



[CLICK HERE FOR SITE PLAN SAMPLE SET](#)



1023303, RAB

DEVELOPMENT STANDARDS

STANDARD	Meridian			Meridian Commons			Meridian Villages		
	PLANNING AREA 'A' RESIDENTIAL		TOTAL	PLANNING AREA 'B' RESIDENTIAL		TOTAL	PLANNING AREA 'C' RESIDENTIAL		TOTAL
	COMMERICAL	MF	SF	COMMERICAL	MF	SF	COMMERICAL	MF	SF
OPEN SPACE (MIN)	30%	30%	30%	30%	30%	30%	30%	30%	30%
BUILDINGS (MAX)	40%	NA	NA	40%	NA	NA	40%	NA	NA
PARKING (MAX)	50%	NA	NA	50%	NA	NA	50%	NA	NA
FAR (MAX)	1.5	NA	NA	1.5	NA	NA	1.5	NA	NA
LOT 60' MAX. HT	2.5	NA	NA	2.5	NA	NA	2.5	NA	NA
LOT 150' MAX. HT	60/150'	35'	NA	60'	35'	NA	60/NA	40'	NA
HEIGHT (MAX) ¹									
LOT									
AREA (MIN)	21,780 SF	5,000 SF	NA	21,780 SF	5,000 SF	NA	21,780 SF	5,000 SF	NA
WIDTH (MIN)	25'	25'	NA	25'	25'	NA	25'	25'	NA
SETBACKS (MIN) ²									
BUILDINGS	50'	50'	NA	40'	20'	NA	40'	20'	NA
FRONT	25'	25'	NA	25'	15'	NA	25'	15'	NA
SIDE	25'	25'	NA	25'	20'	NA	25'	20'	NA
REAR	25'	25'	NA	25'	20'	NA	25'	20'	NA
SPECIAL AREAS:									
PERIPHERAL BNDY*	75'	75'	NA	75'	75'	NA	40'	40'	NA
PERIPHERAL BNDY NOT	40'	40'	NA	40'	40'	NA	20'	40'	NA
GOLF COURSE	25-100'	NA	NA						
SURFACE PARKING ⁴									
FRONT	25'	25'	NA	25'	25'	NA	25'	25'	NA
SIDE	10'	10'	NA	10'	10'	NA	10'	10'	NA
REAR	10'	10'	NA	10'	10'	NA	10'	10'	NA
SPECIAL AREAS:									
PERIPHERAL BNDY	50'	50'	NA	50'	50'	NA	25'	25'	NA
PERIPHERAL BNDY NOT	25'	25'	NA	25'	25'	NA	25'	25'	NA
GOLF COURSE	25'	25'	NA	25'	25'	NA	25'	25'	NA
SIGNAGE/UTILITY CABINETS ⁵									
FRONT	20' min. - 40' max.	20' min. - 40' max.	NA	20' min. - 40' max.	20' min. - 40' max.	NA	20' min. - 40' max.	20' min. - 40' max.	NA
SIDE	NA	NA	NA	NA	NA	NA	NA	NA	NA
REAR	NA	NA	NA	NA	NA	NA	NA	NA	NA
SPECIAL AREAS:									
PERIPHERAL BNDY	75'	75'	NA	75'	75'	NA	75'	75'	NA
PERIPHERAL BNDY NOT	40'	40'	NA	40'	40'	NA	40'	40'	NA
GOLF COURSE	NOT ALLOWED	NOT ALLOWED	NOT ALLOWED	N/A	N/A	N/A	NOT ALLOWED	NOT ALLOWED	NOT ALLOWED

LEGEND
 MF = MULTI-FAMILY
 PA = PLANNING AREA

NOTES:
 1 SEE SHEET 2 FOR DESIGNATED AREAS
 2 MEASURED FROM PROPERTY LINE
 3 REFERS TO PERIPHERAL BOUNDARY OF MERIDIAN (SEE PLANNING AREAS 'A', 'B', AND 'C')
 4 PARKING STRUCTURES ARE CONSIDERED AS BUILDINGS FOR SETBACK PURPOSES

* MUST BE SETBACK A MINIMUM OF FIVE (5) FEET FROM ANY ADJACENT SIDEWALK
 * WHERE PARCELS ABUT PARKS, OPEN SPACE, GOLF COURSE, OR GREENBELTS THE ABUTTING FRONT, SIDE OR REAR SETBACK MAY BE REDUCED TO 0'



INTEGRATED PLANNING

Integrated Uses

Emphasis on each project as a component of a totally integrated development is encouraged. Building design expressions in terms of massing, scale, color, and circulation must relate to adjacent buildings and to the total development. Orientation of improvements must acknowledge basic site considerations, adjoining building uses and siting, and overall circulation patterns.

General Development Plan

For projects involving multiple buildings to be developed in phases over time, applicants must submit a General Development Plan (GDP). At a minimum, the GDP must include all information required for a Sketch Plan submittal and must set forth anticipated development phasing. Applicants have the option of taking a GDP through the Schematic Design and/or Design Development phases if they desire to obtain this extent of DCC approvals.

ORIENTATION

Building orientation is an important aspect of reinforcing the image of the street system and the golf course. Site planning must address issues of orientation of the primary façade and building entrances so that a building does not “turn its back” on a street or golf course.

A 360-degree view angle to the site is to be evaluated. Building and parking orientation must be sensitive to adjacent sites as well as street views.

Main building entries and attendant pedestrian walks should be oriented away from north “shaded” areas to accommodate the impact of snow, ice and severe winter weather conditions on pedestrian and vehicular access.

Site designs should utilize building forms, natural landforms and landscaping to take advantage of prevailing summer winds and to serve as buffers against adverse winter wind conditions. Care must be taken to avoid potential for “wind tunnel” effects at building bases. If a development is of a configuration and/or height which may produce wind turbulence problems, pedestrian level wind analyses and appropriate mitigation measures may be required.

Similarly, the fact that this area experiences an average of three hundred (300) days of sunlight each year combined with rapidly fluctuating weather extremes necessitates careful analysis of the advisability of extensive glass, particularly in atriums.

Shadow Studies may be required to determine that any shadows cast do not have adverse impacts, particularly on public roads.

GOLF COURSE

The golf course at Meridian is the primary element within the open space system and provides a significant active recreational amenity, preserves important views and vistas, serves as buffer and creates high value frontage sites.

Special site planning, architectural and landscape requirements apply to properties adjacent to the golf course in order to preserve views from the fairways and to develop a transitional, and /or edge, landscape character between the golf course and individual development sites.



TOPOGRAPHY

Site Plans should attempt to conform to existing topography and blend with adjoining site and perimeter roadways. Blanket grading of sites to conform to preconceived building footprints is strongly discouraged.

HEIGHTS

The DCC will review each project to determine if the proposed height is consistent with the site characteristics and Meridian's design character, and relates to existing and proposed developments on surrounding sites. Certain areas may also be affected by FAA airspace height restrictions described below.

AIRPORT OVERLAY ZONE RESTRICTIONS

Certain parcels have additional restrictions pertaining to height (generally any penetration above elevation 6033 feet or less within the approach zone), building orientation, or sound due to their proximity to the Centennial Airport overflight area (see Exhibit 4: Airport Height Restrictions). Development of such parcels are required to meet the requirements of the Douglas County Centennial Airport Restriction Area (CARA) Airport Overlay District regulations regarding use of appropriate building materials as specified in Appendix 26, Chapter 35 of the Uniform Building Code, and clustering of buildings and orientation of parking areas toward the airport.

The Federal Aviation Administration (FAA) must be notified in advance of any building construction via FAA forms 7460 (Notice of Proposed Construction or Alteration); and 7480 (Notice of Landing Area Proposal) (See www.awp.faa.gov).

ACCESS/CIRCULATION

All Site Plan submittals must be accompanied by a "Certification" from an independent Traffic Engineer designated by the DCC (see Site Plan; Section 4.0, E). Demonstration of compliance with the following criteria, supported by sufficient technical data, must be provided to the DCC to allow this to be done.

A fundamental development objective for all sites is the safe and efficient movement of vehicles and pedestrians. Vehicular access to any site must be carefully designed in relationship to vertical and horizontal curves, site distances, median cuts, other driveways, and other common traffic engineering criteria so that usage traffic conditions are minimized and the efficient, smooth flow of traffic is encouraged. Commonly accepted traffic engineering criteria must be met, and curb and median cuts are to be minimized, by means such as shared access drive and entryways. Sites should be designed to minimize conflicts between automobiles and pedestrians and to create a clearly organized system of entrances, driveways and parking lots, while still providing convenient parking spaces. These requirements should be balanced against the need to minimize paved areas and curb cuts as well as to reduce their overall visual impact.

Vehicular entrances should be limited in number and planned to ensure an easily understood sequence of arrival, parking, and entrance to buildings. Visual screening must be provided for parking areas which can be viewed from adjacent development sites or from public spaces such as streets, plazas, and walkways and the golf course.

Site Access

A traffic management program is in place for Meridian and the surrounding region in order to opti-



mize the use of the existing and planned roadway system. Access for each site must be determined in concert with Meridian's overall traffic circulation and capacity needs and requirements.

Parking lots and driveways must be designed for sufficient storage to avoid conflict with vehicular traffic in the street. All parking lots and driveways shall have a continuous concrete curb and gutter and must be paved.

"Gated parking" must be designed to prevent traffic queuing onto a public street.

Building Address System

The vehicular circulation system provides a framework for assigning building addresses which enhances the sense of orientation to visitors. Specific addresses and street names are to be assigned by Douglas County utilizing the postal street grid system for the area, and should reflect the primary access street for the site.

Service and Emergency Access

A comprehensive and coordinated approach should be taken to service and emergency access requirements. These include requirements by fire and police departments, ambulances, moving vans, delivery trucks and trash trucks. Note that the DCC review does not supplant the review prerogatives of the local fire jurisdiction.

Bicycles

Both recreational and commuter bike accessibility to and within Meridian is encouraged. Primary bike routes along designated streets may be either on-street or off-street dependent upon allowable conditions.

Public Transit

Sites may be evaluated for public transit accommodation, and bus stop/shelter accommodation may be required.

Signalization

Where intensity of land uses attendant to a parcel development necessitate signalization and where streets connect to perimeter arterials, provision of such signalization must be addressed as a part of the Site Review Process.

Pedestrian Access

Site and building design must accommodate pedestrian circulation on site from parking areas and to plazas, open space, and pedestrian pathways, and to adjoining buildings, all in accordance with the Master Plan. Where identified as part of the Master Plan, existing and proposed pedestrian circulation systems and easements must be integrated into site design. Pedestrian and automobile circulation must be separated to the greatest extent possible.

Sidewalks are required along all perimeter streets (See Exhibits 7 and 8). Where a site abuts a common area such as a drainageway or park, additional walks may be required. At least one sidewalk connection between the building and the perimeter street is required. Large parking areas must have sidewalk connections to the building entries or ground plaza areas.



GRADING

Overall site grading will largely determine the degree to which a new development visually “fits” into the surrounding landscape and how effectively the site sheds storm water. For these reasons, site grading and drainage are key concerns of these Design Criteria. Changes to existing topography should be minimized on all development sites. Where grading does occur, it should be done in a manner that respects the gently rolling topography of the existing landscape. Special attention should be given to providing smooth grading transitions between neighboring development sites and between the golf course and adjacent sites.

As much as practical, existing topographic features should be preserved through sensitive grading. The grading of each site must meet existing grades within the Development Area and graded slopes shall not exceed 3:1 and 4:1 in turf and lawn areas. Concentrated drainage across walkways and other pedestrian areas is not permitted. Drainage across driveway entries is to be avoided.

DRAINAGE

All Site Plan submittals must be accompanied by a “Certification” from an independent Civil Engineer designated by the DCC (see Site Plan; Section 4.0, E). Demonstration of compliance with the following criteria, supported by sufficient technical data, must be provided to the DCC to allow this to be done.

Each site development must provide adequate drainage facilities inclusive of water quality and erosion protection controls as appropriate, and are to be integrated into the overall Site Plan in a functionally and aesthetically acceptable manner.

Upstream flows from within the basin must be accommodated in accordance with the applicable basin master drainage plan for the area on file with Douglas County. Downstream flows must be conveyed to an established principal drainageway or system with adequate provision for interim erosion protection.

Where off-site downstream detention is available, on-site detention may not be required unless conveyance facilities between the site and detention facility are of inadequate capacity to accommodate projected flows.

UTILITIES

Meridian has a well-conceived and developed utility infrastructure. All developments must be designed to interface with these systems. Utility layouts and connection points are part of the design review process. No overhead wiring is permitted. All above ground utility boxes, transformers, switch cabinets meters, and similar structures must be properly located to avoid unsightliness or potential safety problems and properly screened and are subject to a minimum twenty-five feet (25') setback from all roadways and five feet (5') from any sidewalk (site vs. street side).

Meridian’s water service is through Meridian Metropolitan District which has strict “allotments” for both domestic and irrigation service. These can have implications relative to facility and landscape design which must function within the specified allotments. Applicants should also be aware that the DCC expects the site utility design to parallel the overall development review process to assure such compatibility.



SERVICES

Visibility

Preferably, any service, loading, emergency generator and trash areas should be enclosed within buildings. External facilities must be enclosed, screened with landscaping to minimize adverse views from adjoining streets, buildings, or a golf course, and designed and constructed of the same design theme and material as the adjoining building. Such facilities may not be placed adjacent to, or face, a golf course or adjoining streets.

Loading

Truck loading and receiving areas must be screened from view by architectural or landscape features. Such areas will not be permitted in the front of a building.

Waste Storage

All external waste storage must be within a permanent enclosure constructed of a material consistent with that of the primary building. Metal (vs. wooden) doors or gates are required.

Materials Storage

No materials, supplies, equipment, service vehicles, finished or semi-finished products, raw materials, or articles of similar nature may be stored or permitted to remain outside of buildings or be visible from adjacent properties, adjoining streets, or the golf course. Properly screened temporary trash dumpsters and construction materials will only be permitted for a defined period of time with prior review and approval.

Snow Storage

Provision must be made for snow storage on site. Pushing snow into street, sidewalk, landscape area or median areas is not permitted. All site owners are responsible for timely snow removal on their perimeter street sidewalks.

LIGHTING

General Criteria

All outdoor lighting shall meet the following general standards:

- **Use of high-pressure sodium light sources for all major streets and commercial parking and access drives is required to maintain an overall visual consistency.**
- Except as otherwise allowed for herein, all lighting (including, but not limited to street, parking lot, security, walkway and buildings) shall conform with the Illuminating Engineers Society (IES) criteria for true cut-off fixtures (90% of fixture light output within the 0-60E range from vertical.) No portion of the bulb or direct lamp image may be visible beyond two mounting heights from the fixture. If the bulb position within a fixture is vertical, any or all of the following may be required:
 - o a high socket mount
 - o a translucent fixture lens
 - o an opaque coating or shield on a portion of the perimeter of the lens or



- o other industry-accepted measures to ensure that the fixture IES classification as a true cut-off is not compromised.
- Non IES approved cut-off fixtures which use incandescent bulbs of one hundred fifty (150) watts or less, or metal halide bulbs of thirty-five (35) watts or less, may be used to illuminate landscape plantings, pedestrian walkways, signage, or product display areas. All fixtures mounted within fifteen (15) feet of any residential property line or public right-of-way boundary of the site shall be classified as IES Type III or Type F (asymmetric forward throw) and shall be fitted with a “house side shielding” reflector on the side facing any residential units.
- Beacons, search lights, blinking, flashing or changing intensity lights are prohibited, except for temporary holiday displays or lighting required by the FAA for air traffic control and warning purposes.
- No outdoor lighting may be used in any manner that could interfere with the safe movement of motor vehicles on public thoroughfares. The following is prohibited:
 - o any fixed light not designed for roadway illumination that produces incident or reflected light that could be disturbing to the operator of a motor vehicle.
 - o any light that may be confused with or construed as a traffic control device except as authorized by a State, Federal, or County government.
- All stadium and all other exterior sports arena lights used for the purpose of illumination of a playing area must be extinguished by 10:00 p.m. or immediately after the conclusion of the final event of the day. The remainder of the facility lighting, except for reasons of security, must be extinguished at 10:00 p.m. or within one hour after the event, whichever is later, and remain extinguished until one hour prior to the commencement of the next event. For reasons of security, however, a maximum level of 1.5 foot-candles at entrances and stairways, and 0.5 foot-candle on the rest of the site is permitted.
- Alternative lighting sources and standards may be considered for residential areas.
- Computer analysis of building lighting must be provided by the Applicant if requested by the DCC. Input data must be Certified Independent Test Data.
- Light fixtures, except as otherwise permitted herein, are required to be full cutoff as defined by the Illuminating Engineers Society of North America (IESNA). Full cutoff light fixtures result in a light distribution pattern where no light is permitted at or above a horizontal plane at the bottom of the fixture.
- Non-shielded industrial type building-mounted floodlights such as wall packs are not permitted. Low-level building-mounted lighting, shielded via architectural sconces, may be used in some situations although such should not be used as a means of lighting large exterior ground level areas.
- The design of the fixture canopy in terms of height above grade, and the spacing between the fixtures within the canopy, shall be such that the illuminance level under the canopy does not exceed 20 foot-candles.
- Light levels shall not exceed 0.1 foot-candles 20' from the abutting property line as a direct result of the on-site lighting.
- Lamps shall not exceed 900 lumens for any single lamp.
- Illuminance of a building façade to enhance architectural features may be permitted provided it



is approved on the Site Plan. Downlighting is preferred, provided wall-mounted fixtures are used and illuminance is contained completely within the vertical face of the building and does not spill off the building edge. Uplighting may be permitted provided no illuminance escapes the façade. Building façades may be illuminated to a maximum of 20 foot-candles as measured on the façade. Lights mounted on poles for the purpose of illuminating the building façade are not permitted.

Poles

The style of light pole fixtures must be architecturally compatible with the building design. Poles and luminaires must be uniform in color, anodized or painted to be compatible with the building color scheme.

Spatial relationships between pole height and building height must be approved by the DCC. In no case may pole heights of twenty five (25) feet be exceeded, measured from the ground to the top of the pole.

Poles should be placed in a landscape or walk (v.s. parking lot pavement) and mounted on a concrete base no more than six (6) inches in height above grade.

Driveway and Parking Lots

Driveway and parking lot lighting must be high-pressure sodium, utilize a “cutoff” type luminaire to assure that no light sources are visible and to minimize glare. At no point may the light level exceed eight (8) footcandles when measured at the ground, or an average of two (2) footcandles overall. Parking lot lighting must provide a uniformity ratio between 15:1 and 20:1.

Parking Structures

Interior lighting must be limited to driving lanes only, and the light source must be concealed or shielded and not visible from outside of the parking structure. Lighting levels for an exposed top deck must be the same as defined above for surface parking lots and fixtures and shall be a “cut-off” type, with pole heights not to exceed twenty (20) feet. Poles must be placed “interior” to the deck vs. mounted on or at the perimeter parapet. Special attention to parking deck lighting is required to assure that lighting does not produce an offsite “halo” effect. Wallpack lights are not permitted on any structures.

Buildings

Building flood lighting, (ground up), may be used to highlight architectural features. Such lighting must be designed with the intent of providing accent and interest and not to exhibit or advertise buildings or their sites.

All illumination sources must be located within the property boundaries and be shielded from public view so that light is controlled within the area to be illuminated. Lamp selection should ensure that the source color is compatible with the building color and texture.

Service and Storage Areas

Service area lighting should be contained within the service yard boundaries and enclosure walls. No light spillover can occur outside the service or storage area. The lighting source should not be visible from the street.



Landscape and Pedestrian Areas

Accent lighting of landscape elements is permitted within the Development Area, provided that it is low level, background in appearance and uses a concealed source. Colored accent lighting is not permitted.

Lighted pedestrian walk and exterior paved areas adjacent to buildings must use low intensity fixtures and the lamp color source must be compatible with surrounding area lighting.

Security

Any special security lighting should be confined to building entrances or outdoor pedestrian areas. With the exception of low intensity fixtures, the lighting source should not be visible from the street.

Specialty Areas

All fountain, artwork and seasonal/temporary lighting must be approved by the DCC prior to installation.

PARKING

Outside storage of recreational vehicles, such as motor homes, trailers, campers, and boats, is not permitted over a continuous period of more than twenty-four (24) hours.

Parking Ratios

Parking ratios must meet Douglas County zoning requirements.

Surfacing

Paved off-street parking must be provided for all developments. Parking areas must be paved with asphalt, concrete, masonry pavers, or a similar material approved by the DCC. All drives and surface parking areas are to be bordered by poured in place concrete curbs and gutters.

On-Street Parking

No parking shall be permitted on any street or access road, either public or private, or at any place other than the paved parking spaces provided. Each Property Owner shall be responsible for compliance with this requirement by its tenants, employees, and visitors. Owners or users of vehicles parked in violation of this provision will be subject to the sanctions provided by governmental ordinances, if any, that prohibit or restrict such parking, and regardless of the existence of any governmental sanctions, the vehicles so parked will be subject to fine and/or removal at the property vs. owner's expense. Notwithstanding the foregoing, governmental or quasi-governmental or public utility vehicles in use for normal maintenance and operations activities may park on streets or roads during such activities in the event convenient off-street parking is not available.

LANDSCAPE

The quality and extent of site landscaping is an integral element of Meridian's overall identity. The extent to which landscaping meets the desired standard and unifies the building and site within the overall Meridian area is considered a major review item for any DCC approval.



Concept

Meridian's landscape concept is to establish a **predominately "high plains" naturalized native landscape** character which transitions to a limited area of more formal irrigated landscaping in the immediate environs of buildings, entryways and streetscape. These landscape treatments contrast in terms of irrigation requirements, plant materials, use of hardscape elements and layout and **must be balanced with irrigation consumption allowances** (see Irrigation Consumption Limitations below).

Where appropriate, the naturalized landscape is to be established primarily through the use of native grasses, shrubs and groundcovers. A variety of trees are to be used and sited in a manner similar to that found in the native landscape. The arrangement of these plant materials is to be informal in nature and irrigation is to be used sparingly.

Landscape development must integrate with adjoining developed parcels. Smooth grading and planting transitions are essential in order to achieve the desired character. Grading and planting should be used to frame desirable views and to screen undesirable views within the naturalized landscape areas. Landforms and drainageways should be treated informally, simulating a more natural character. Consistent with this, the use of walls, walks, and other structural elements should be infrequent.

Irrigation Consumption Limitations

For each non-residential development site, the amount of non-potable "reuse" water for irrigation purposes is limited to an amount predicated on a design parameter based on a maximum of twenty percent (20%) of the gross site area being irrigated and an average rate of thirty (30) inches/year.

Verification is required at the Design Development phase that the site planting and irrigation design meets these requirements. (See "Landscape Irrigation Demand Certification" in the Processing Forms section, Chapter 4). **Exceeding allowable irrigation use allotments will result in substantial rate surcharges and/or denial of a landscape plan approval.**

Recycled Water

All non-residential irrigation within Meridian utilizes recycled waste water. Irrigation systems, particularly spray heads, must be designed to accommodate this type of water supply.

Moisture Detection

All commercial and multifamily area irrigation systems are required to have automated moisture detection devices (see Meridian Metropolitan District Rules and Regulations).

Landscape Types and Plant Materials

Two landscape types have been established for Meridian — "Naturalized" (i.e. native/mostly un-irrigated) and "Formal" (mostly irrigated) — in order to provide guidelines for consistent landscape development among parcels, to manage water use and to establish the desired image of a naturalized high plains landscape character. These types should be used, along with the transition techniques described below, to provide for "seamless" landscape development.

Where sites adjoin the golf course, site landscaping must transition to and blend with the golf course landscaping.



Naturalized Landscape

For most sites, the “Naturalized” areas must be the predominant treatment for the open space area.

Primary plant materials shall be masses of hardy, attractive, informally arranged shrubs and trees. In order to achieve both screening and shrub massing, consideration should be given to restraining the spreading trait characteristics of shrubs recommended for this area. This may be accomplished through specific design applications or through required maintenance practices. Grasses should be hardy, drought-tolerant, lower-growing types that develop a high degree of soil coverage similar to the golf course rough mix at the golf course.

Provisions may be made for all “planted” areas to be irrigated. However, in any naturalized areas with native grasses this may only be done to aid in initial establishment or to provide supplemental water during prolonged dry periods.

Recommended plant materials include:

- **Trees.** Narrowleaf and Lanceleaf Cottonwood, Piñon Pine, Ponderosa Pine, Hackberry, Bur Oak, Green Ash, Catalpa, and Hawthorne.
- **Shrubs.** Native Serviceberry, sage varieties, rabbitbrush varieties, Wild Rose, Yucca, Three-leaf Sumac, Rocky Mountain Sumac, Willow, Four-wing Saltbush, Sea-buckthorn, Peashrubs, Gambel Oak, Bigtooth Maple, Mountain Mahoganies, American Plum, Western Sandcherry, Chokecherries, Antelope Bitterbrush, Shrub Roses, Salt Cedar, and New Mexico Cliffrose.
- **Native Seeding.** Native seeded areas should use the following mix to match those areas throughout Meridian: “Foothills Mix”: 25% Crested Wheatgrass, 20% Slender Wheatgrass, 15% Hard Fescue, 15% Annual Ryegrass, 10% Kentucky Bluegrass, 5% Side Oats Grama, 5% Little Bluestem, 4% Blue Grama, and 1% Sand Dropseed.
- **Groundcovers.** Grass blends consisting of Bromes, Ryegrasses, Wheatgrasses, Buffalo grass, Blue Grama grass, Fescues, drought tolerant bluegrasses and wildflower mixes that are used in drifts and not mown during the growing season.

Formal (i.e. irrigated) Landscape

This landscape treatment should be confined to within the immediate building environs and entry areas. It must also be used in the designated streetscape between the sidewalk and adjoining street. In keeping with the intended naturalized character of Meridian, landscape development in these areas should demonstrate aesthetically acceptable transitions to the Naturalized Landscape areas.

Plant materials used should be hardy, attractive trees, shrubs, groundcovers and vines, arranged formally or informally. Grasses should be lower-water-demand varieties. While refined in appearance, plant materials may not be exotic or extremely lush in character, as exemplified by the extensive use of pure bluegrass lawns or plant materials such as Purple Plum trees or Golden Elder shrubs.

Formal recommended plant materials include:

- **Trees.** Maples, Hawthorne, Catalpa, Thornless and Seedless Honeylocusts, Lindens, Scotch Pine, Alder, Red Bud, Flowering Crabapples, Ornamental Pears, Ornamental Plums, and Pines.



- **Shrubs.** Serviceberry, Wild Shrub Roses, Cotoneaster, Shrub Dogwoods, Spreading Junipers, Mahonia, Viburnums, Barberries, Euonymus, Shrub Pines, Shrub Maples, Spireas, Quince, Broom, Chokecherries, Firethorns, Sumacs, Prunus, and Lilacs.
- **Groundcover.** Drought tolerant fescue turf, Vinca, most herbaceous groundcover plants, Creeping Junipers, annual and perennial flowers.

Plant Material Standards

The following criteria apply to all landscape areas:

Quantity and Spacing

A minimum of thirty (30) trees/acre comprised of fifty percent (50%) deciduous shade trees, twenty-five percent (25%) ornamental trees, and twenty-five percent (25%) coniferous trees must be provided. Note only the “open space” acreage is counted, but all trees, including street trees abutting a site, are included in the overall site tree count. The size of selected plant materials and their quantity and spacing must be appropriate for the associated landscape, especially in regard to initial appearance, projected appearance at time of maturity, and existing and projected level of finish of adjoining properties.

Minimum Plant Sizes

- On-Site Deciduous Trees: 2-1/2” caliper (measured 4” above the ground)
- Deciduous Street Trees: 3” caliper
- Ornamental & Flowering Trees: 2” caliper measured 4” above the ground
- Evergreen or Coniferous Trees: Mix of 6-10 foot height
- Shrubs: 5 gallon; max. spacing of 36”; evergreens must have 24” spread
- Vines: 1 gallon

Use of Evergreens

Due to existing climate conditions, evergreen plant materials are a major source of visual interest for a significant time during the year. In selecting trees, Piñon, Ponderosa and Austrian Pine are to be used in lieu of such varieties as Colorado Spruce.

Quality

All plant material used must meet the minimum standards established by the American Association of Nurserymen, as published in the American Standards for Nursery Stock.

Annuals and Perennials

The use of annual and perennial flowers offers an opportunity to provide seasonal color and interest in an environment often lacking in such amenities. The use of such flowers is strongly encouraged in the Formal Landscape areas, especially at site and building entrances and as an accent to site furnishings such as signs and lighting.

A minimum of 500 square feet, per identity sign, of annual or perennial decorative flower beds, readily visible to the public, are required adjacent to the street frontage of each parcel, preferably in the vicinity of the identity signage.



Transitions

It is the intent of these guidelines that plant materials, grading, landforms and hardscape features be used to provide smooth transitions and overall “seamless” landscape development between different landscape types. As a means to accomplish this, the recommended plant materials lists contain a degree of overlap between adjacent landscape types. In addition, maintenance operations and the design of grading and landforms, walks, walls, fences, paths, roads and irrigation systems should seek to establish and maintain these transitions.

Parking Areas

Parking Screening

The periphery of all surface parking areas must be designed such that the major portions (heights) of automobiles are screened from street view.

Along street frontages, where screening is not accomplished by an architectural element, a three (3) foot high minimum earth berm with a maximum 4:1 external slope, supplemented by shrub, masses, or hedges and street trees is required.

Internal Parking Lot Planting

Surface parking areas must have internal landscaping equivalent in size to a minimum of five percent (5%) of the overall parking surface area as follows:

Parking bays must be separated by a landscaped island of at least six (6) feet in width (running laterally with the aisle), or a landscaped island at least six (6) feet in width at maximum intervals of every fifteen (15) contiguous parking spaces in a row.

For larger parking areas (i.e. those in excess of one hundred (100) contiguous parking spaces) internal landscaping may be aggregated to achieve more functional landscape screening areas at the discretion of the DCC.

Streetscape

Individual parcels must develop and maintain formalized streetscape adjacent to adjoining roadways as follows:

Irrigated turf

Must be provided between the roadway curb line and adjoining sidewalk; or, where the sidewalk adjoins the roadway, a minimum of twenty (20) feet to the inside of the sidewalk.

Street trees

- **Formalized patterns.** In linear (i.e. parallel to the street) groupings of identical species between sidewalk and curb consisting of:
- **Lincoln Blvd.** Pear, Hackberry, Swamp White Oak; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Oswego south of Lincoln:** Greenspire Linden, Swamp White Oak, Ornamental Pear; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet;



groupings spaced at one-hundred (100) feet.

- **Oswego north of Lincoln:** Shademaster Honeylocust; Redmond Linden; alternating groupings; trees spaced at forty (40) feet; groups at one-hundred (100) feet.
- **Meridian Blvd.:** Skyline Honeylocust, Swamp White Oak, Ornamental Pear; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Peoria Street north of Lincoln:** Shademaster, Honeylocust, Elm, Swamp White Oak; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Peoria Street south of Lincoln:** Catalpa Tree, Bur Oak; alternating groupings; trees spaced at forty (40) feet; groups at one-hundred (100) feet.
- **Mt. Belford:** Montgomery Sour Cherry, Swamp White Oak, Elm; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Jamaica:** Hackberry, Skyline Honeylocust, Swamp White Oak; sequential groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Liberty Blvd.:** Elm, Hackberry, Honeylocust; groupings of three (3), four (4) and five (5); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Maroon Circle:** Washington Hawthorne; groupings of two (2) or three (3); trees spaced at twenty-five (25) feet; groupings spaced at one-hundred (100) feet.
- **Other Internal Streets:** Individual Greenspire Linden trees must be spaced thirty-five (35) feet on centers, on both sides of the street.
- **Informal patterns.** Evergreen trees placed in informal groupings to the rear and within twenty (20) feet of the sidewalk such that the number of street trees (combined formal and informal) equates to one (1) tree per thirty (30) feet of abutting street frontage.

Landscape Treatment Along I-25 and E-470

Development sites adjacent to these freeways shall use predominately native landscape and undulating berms with intermittent groupings of ponderosa or piñon pines in areas contiguous to the road right-of-way.

Greenbelt Areas

Areas adjoining the greenbelt area along the Cottonwood drainageway must screen any abutting parking areas with intermittent drystack walls, three (3) feet minimum height; fifty (50) feet minimum lengths; (Colorado Buff Sandstone/Ashlar pattern) combined with a continuous row of Redtwig Dogwood.

Walls, Fences and Screening

The use of dry stacked stone (Colorado Buff Sandstone in an Ashlar pattern) is required for all walls visible from adjacent streets, golf course, or green belt areas.



In all other cases, the materials and design of walls and fences must relate to the color, materials, scale and style of the adjacent buildings and site improvements.

Wall alignment and heights must conform to the terracing parameter depicted in Exhibit 10: Retaining Wall Requirements.

Wood, chain link, or decorative interlocking masonry block walls or fencing is not permitted.

Site Furnishings, Plazas, Fountains, and Art

A wide variety of site furnishings may be utilized on any particular site. Design and selection of these furnishings should consider visual and operational compatibility for a particular site, as well as compatibility with elements already in place elsewhere within Meridian.

The term “site furnishings” is intended to cover at least the following items: shelters, gazebos, fences, walls, water features, flagpoles, benches, trash receptacles, telephones, bicycle racks, and security fencing. These types of amenities are encouraged as an integral part of landscaping designs and generally are to be compatible with the overall materials and colors of the building and site. Such amenities may be allowed to mitigate overages in the maximum allowable site parking coverage; particularly when visible and accessible to the public.

Screening is required for all newspaper and postal boxes. Ornamental iron with a metal screen with black finish is required.



Sample of acceptable screening

Design

Landscaping plans must be prepared by a person experienced and qualified in landscaping design and be of sufficient detail and quality to enable the DCC to understand the plans to its satisfaction and to render a knowledgeable decision thereon. The DCC, in its sole discretion, will determine, in terms of detail and quality, the acceptability of such plans for said purposes.

Installation

Building sites must be landscaped in accordance with the plans submitted to and approved in writing by the DCC. All landscaping must be completed as soon as weather conditions permit and, in any event, before a final Certificate of Compliance will be issued. The approved landscaping for the site may not be altered without written DCC approval.

Maintenance

In order to assure all owners quality levels are sustained, each owner shall regularly maintain all elements of their property, keeping them in a neat and orderly condition, including timely (within one (1) growing season) replacement of dead and unhealthy plant materials.

Planting Bed Ground Cover

Native, non-decorative rock mulch is required when the aggregate area of site planting beds exceed 500 sq. ft. to minimize negative impact from loss of color, water, and wind erosion.



Special Conditions

Selection of plant materials and other landscape elements shall respond to the following special conditions:

Wind

The siting of plant materials and landscape structures should be responsive to prevailing winds. Where desirable, such materials shall be used to create windscreens, protecting buildings, entries, and outdoor use areas. At the same time, care should be taken to avoid creating areas where drifting snow may impair operations, either on-site or off-site.

Sun/Shade

The use of plant materials and landscape elements can significantly alter the level of comfort of indoor and outdoor areas. Site and planting design should consider this factor on a year-round basis. Maximum shade should be provided for buildings and outdoor use areas in the warmer months. Access for solar gain should be retained for cooler months and/or year-round operations, as needed.

Sun and shade exposure for plant materials themselves should also be considered. Planting and irrigation design should take into account the exposure aspect of any given area and its impact on plant selection, establishment and maintenance.

Landform/Plant Material Relationships

In order to minimize water consumption and to create the appearance of a more natural landscape, selection of plant materials should reflect both existing and proposed landforms. Lowland areas that may have more water available from runoff should be planted with water-tolerant species (Cottonwood, Willow, Dogwood, for example) while the emphasis in upland areas should be on more drought-tolerant plants (Sage, Rabbitbrush, Sumac, for example). Significant variation from this principle will result in additional water consumption and/or plant loss.

B. ARCHITECTURAL ELEMENTS

Meridian's overriding architectural goal is to produce development of acceptable quality, order and permanence. Each project will be evaluated by the DCC in terms of this goal as well as the use and suitability for a given site and compatibility with existing and anticipated development. The architectural design should respond to these factors in terms of form, colors, materials and texture. Of special concern are designs which reflect the existing natural environment and which are architecturally and spatially unified.

Any building improvement (except landscaping, the requirements for which are set forth herein) must be designed by a licensed architect unless the DCC, in its sole discretion, determines that the nature of the improvement is such that this is not necessary.

MASSING, FORM, AND DETAILS

Building massing and exterior form should reflect basic building functions. Well-defined entrances, access drives, public plazas, focal activity areas and pedestrian linkages are important elements which should be incorporated in the design. Architectural detailing of the building exterior should be clean, simple and functional.



An additional consideration is development adjacent to the golf course. In this area, stepped-back forms are recommended to reduce the impact of the building.

COLOR AND MATERIALS PALETTE

The quality of materials should reflect a long-term commitment to the architectural character of Meridian. The predominant exterior materials are to be masonry, pre-cast concrete or natural stone. Secondary materials, such as stucco or EFIS are to be utilized only for “accent purposes.” The building must still “read” as of the predominant material.

A color and materials palette within the range of the natural Colorado landscape must be used in order to establish continuity between individual buildings and to create a distinctive image for the development as a whole. These colors, which comprise the “suggested” Meridian palette, are all derived from the natural Colorado landscape. They are azure, from the blue Colorado sky, amethyst from the purple mountains, fawn from the grassland prairies, buff from the nearby rock outcroppings, and rose from the red rocks. The rose and fawn colors should be used as the primary exterior colors and azure and amethyst are to be used as secondary colors or accents. Azure is also intended to be used as a glazing color, although gray and bronze colored glazing are also acceptable, due to their ability to mirror the blue Colorado sky. Colors should have low reflective characteristics. Use of accent colors should be limited.

Experience has shown that the creative use of selective materials and colors has consistently proven to be successful in creating a visually unified development. A great variety can be achieved within the specified palette because of the intrinsic compatibility of these colors and materials. It is DCC’s intent that Meridian develop as a community that expresses the individuality of each of its residents while creating visual unity between individual development sites. Individual corporate identity can be established through the overall massing and form of buildings as well as through the use of architectural elements such as accents, trim and focal points.

PARKING STRUCTURES

As a general rule, the same overall DCC design parameters that apply to any building will apply to a parking structure.

Placement of parking structures abutting streets is discouraged and, if permitted, upper levels must be tiered and enhanced buffer landscaping will be required to offset visual impacts.

Parking structures must be architecturally compatible with adjoining buildings on the site, inclusive of material finish. Exposed columns must have the same finish as the overall garage. Each floor, including the ground level, must have a minimum 36 inch wall or parapet, of the same overall material to screen abutting vehicle stalls.

Material sample boards reflecting all proposed external building materials are evaluated during the schematic and design development phase of review for preliminary determination of acceptability. However, on-site material mock-ups of reasonable scale to evaluate material color and compatibility under natural light and site conditions are required prior to final approval and full release for construction.



GLAZING

Highly reflective glass is not allowed at Meridian. Glazing may be used to help establish an appropriate building scale and to help to identify uses. Transparent glazing should be utilized at ground levels where appropriate to encourage pedestrian activity. Reflective glazing may occur on the second and third surfaces of the glazing unit if energy consumption warrants. In situations where very low transmissivity is required, a reflective surface can only occur on the second or third glazing surface, with a blue, bronze or gray covering surface to mute the reflective surface. Up to an eight percent (8%) light transmission factor will be allowed on these surfaces.

The use of any degree of reflective glass next to the golf course requires specific DCC review.

BUILDING AND SITE RAILINGS

Architectural railings (i.e. ornamental metal vs. pipe or wood) must be used if required at building entrances or exits, as well as along stairways, walkways, decks, balconies, porches, etc. or in locations that abut or are readily visible from an adjacent street. Railings must be painted or anodized metal. Ornamental railings must also be used along drainage headwalls, where needed.

SAFETY BOLLARDS / BARRIERS

These must be of a compatible color with the balance of the site buildings. The use of bright yellow, red, striped, or other harsh colors is not permitted.

SOLAR / ELECTRICAL / MECHANICAL / TELECOMMUNICATION / ANTENNA EQUIPMENT

All ground, building, or roof-mounted electrical, gas, mechanical units, communication equipment, and similar devices require DCC application and approval.

Such equipment must be located and screened in a manner compatible with the design of the building and site improvements. No heating, air conditioning, electrical, window washing or other equipment may be installed on the roof of any building or structure or hung on exterior walls unless screened with materials compatible with (preferably the same as) the predominant exterior building skin material and installed in accordance with a DCC approved plan. (see also the Table 2-1: Development Standards (p. 2-3) and the Setbacks section (p. 2-21) regarding required setbacks).

ROOFSCAPE

Rooftops constitute a significant visual element in Meridian and must be treated as a fifth architectural elevation.

No heating, air conditioning, electrical, window washing, antenna, telecommunications dish or other equipment may be installed on the roof of any buildings or structures or hung on exterior walls unless screened with materials compatible with (preferable the same as) the predominant building exterior material.

Rooftop penthouse enclosures must be architecturally compatible in scale and design with the building. In no case may a utility penthouse extend more than fourteen feet (14') above the actual roof elevation (twenty feet (20') for gabled roofs). Where appropriate, "stealth" type materials may be used in combination with the other penthouse materials to allow for transmission/receipt of communication signals.

Where gabled roofs are used as a means of enclosing and visually screening roof top mechanical



equipment, the DCC may allow the roof to be considered as an integral part of the mechanical appurtenance above the top of the base building, and therefore excluded from the building height limitation; provided that no portion of the roof may extend more than 20 feet above the top of the building.

Communications or electronic equipment (including telecommunication dishes, antenna and the like) will only be permitted when properly screened (i.e. contained “within” a rooftop penthouse and may not be mounted on the exterior or extend above the top of a penthouse wall).

SOLAR ENERGY COLLECTORS OR PANELS MAY BE INSTALLED ONLY AFTER DCC REVIEW AND APPROVAL.

C. SIGNAGE

SIGNAGE PROPOSALS WILL ALWAYS BE REVIEWED FOR APPROPRIATENESS WITHIN THE CONTENT OF THE PROPOSED APPLICATION, INCLUDING LOCATION AND PROPORTIONALITY. ADHERENCE TO THE FOLLOWING MINIMUM OR MAXIMUM PARAMETERS DOES NOT NECESSARILY ASSURE DCC APPROVAL.

All proposed plans for signs to be erected, including details of design, materials, location, size, height, color, and lighting, as is the case for all plans for all other improvements, must be approved in writing by the DCC prior to construction or installation of the sign. A sign permit is required from Douglas County for all signs exceeding six (6) square feet in area. Applications to Douglas County for sign permits require prior DCC approval.

The size, placement, and design details of all signs are considered to be an integral part of the site development approval process. An overall signage package which includes all signs on the site or building exterior is required for each development site. All exterior signs and graphic systems are to be designed so that they are compatible with the desired character of Meridian and relate to the character of the site and improvements. All signage must meet the general “spirit and intent” of these guidelines, as well as criteria set forth in the Douglas County signage code.

GENERAL REQUIREMENTS

Materials

All signage must be constructed with a palate of material that is architecturally compatible with the building. Non-retail signage must be subdued in coloration with ground-mounted monument signs of concrete, masonry, or stone compatible with the predominate material of the building. Letters must be pinned-on metal, with uniform black, aluminum, white, brass, or gold coloration, provided that supplementary logs may vary in coloration.

Regulatory Signage: Posts must be painted non-perforated metal, tubular or box type.

Directional Signage: On-site directional signage must be ground versus post-mounted and be the same or aesthetically compatible material as monument signage.

More latitude is allowed in use of materials for retail signage with metal cabinetry, and internal illumination permitted providing same are architecturally compatible in scale and quality with the attendant buildings. However, exposed light sources such as exposed neon are not permitted. Retail “accent” lighting will be evaluated on a case-by-case basis for architectural compatibility and situational appropriateness.



Area Calculations

The area of a sign shall be determined by the exterior boundary of the message and logo areas, including any attendant background accent materials/colors intended to accent the sign message, which creates the smallest continuous perimeter enclosing the extreme limits of the display surface with eight (8) or fewer connected lines.

For ground mounted monument signage: address information, if mounted on the sign support structure vs. on the sign face, is not counted as part of the sign area.

Support structural element or related component parts, if not utilized in a manner that they are intended to emphasize the sign message, are not counted as part of the sign area.

Prohibited Signage

The following signs or types of signage are prohibited:

- neon or internally illuminated “interior” signage visible from the exterior
- signs with postscripts (example, Premier Corporation – “Leaders in Our Field;” Leo’s – “Best Hot Dogs in Town”)
- signs which advertise general products or services (example, “gas,” “cigarettes,” “liquors”)
- animated, moving, rotating or sound-emitting signs
- billboards
- benches utilized for signs
- window signage (see retail exception)
- portable signs which are not permanently affixed to any structure on the site, or permanently mounted to the ground (see exceptions under Table 2-3: Temporary Signs, p.2-26)
- vehicles (delivery or otherwise) utilized for de facto site signage. Such vehicles may not be parked in areas adjacent to street frontages, and should park and utilize service entries and areas adjacent to the side or rear of buildings when available.
- roof-mounted signs or signs which project above the highest point of the roof line or the ground-floor fascia of the building
- signs attached to a building which project perpendicular a distance of more than eighteen (18) inches from the building
- signs attached parallel to the wall of a building but mounted more than eighteen (18) inches from the wall
- “Going out of Business” or similar signage indicating a distressed property
- signs identifying a home occupation
- off-premises signs (see directory exception)
- balloons
- roadway median signage
- internally illuminated awnings; awnings, if allowed, shall be opaque and shall not be back-lit



Permanent Signs

TYPE	TYPE / NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS
OFFICE			
Freestanding Building Identification	<p>Type: Ground-mounted monument only; single or double-faced</p> <p>Number: One (1) per direct abutting street (at street frontage); two (2) max (one (1) max if in complex)</p> <p>Size: Max forty (40) sf per face</p> <p>Height: Max five (5) ft including base</p>	Either building or tenant name (not both) / logo if applicable / address	May not be located in proximity of Complex Identity Signage
Complex Identification (3 or more buildings)	<p>Type: Ground-mounted only; single or double faced</p> <p>Number: One (1) per direct street frontage with access</p> <p>Size: Max fifty (50) sf per face</p> <p>Height: Max six (6) ft including base</p>	Complex name / logo / address	<i>See Freestanding Building for buildings within a complex</i>
RETAIL*	* Those uses, including financial, that engage in the direct sale of goods/merchandise or services consumed or delivered at the premises. Legal, brokerage, architectural/engineering and similar uses are not considered retail (exceptions may be made for such businesses located in a multi-tenant retail building within a retail complex)		
Freestanding Building Identification	<p>Type: Ground-mounted: single or double-faced Building-mounted: single faced</p> <p>Number: Max three (3) overall, including max one (1) ground-mounted per direct abutting street frontage (at frontage)</p> <p>Size: Ground-mounted: max fifty (50) sf per face Building-mounted: One (1) sf per linear foot of building frontage up to max of fifty (50) sf, or as appropriate to building setback and scale</p> <p>Height: Ground-mounted: max six (6) ft including base Building-mounted: may not extend above building parapet (or more than eighteen in (18") from building)</p>	Name / Logo / Principal service or product identification only permitted if necessary to clarify in support of name. If used, logo cannot exceed letter height of overall size of name.	Ground-mounted may not be located in proximity of Complex Identity Signage Building-mounted must be proportional to building in scale
Complex Identification (3 or more buildings)	<p>Type: Ground-mounted only; single or double faced</p> <p>Number: One (1) per direct street frontage with access</p> <p>Size: Max sixty (60) sf per face</p> <p>Height: Max fifteen (15) ft including base</p>	Complex name / logo / address	Material criteria for office applies



Permanent Signs (continued)

TYPE	TYPE / NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS
RETAIL (cont.)			
Tenant Identification (within freestanding multi-tenant retail bldg.)	Type: Building-mounted only Number: One (1) per tenant; two (2) for end unit Size: One (1) sf per ln ft of tenant frontage; up to max fifty (50) sf, or as appropriate to building setback and scale Height: May not extend above building parapet (or more than eighteen in. (18") from building)	Tenant name / logo / principal service or product identification only permitted if necessary to clarify in support of name. If used, logo cannot exceed letter height of overall size of name.	Overall site signage program required; <i>See general criteria regarding letter material, coloration, etc.</i> ; Direct individual exterior entry access for tenant required; Building-mounted signage must about the related tenant space
Tenant Identification (within freestanding office, hotel, or residential bldg.)	Type: Building-mounted only Number: One (1) per tenant Size: Building-mounted: 1 sf per lineal ft of building face on which sign is mounted up to max 30 sf Height: May not extend above first floor building parapet (or more than eighteen (18) in. from building)	Tenant name / logo / principal service or product identification only permitted if necessary to clarify in support of name. If used, logo cannot exceed letter height of overall size of name.	Overall site signage program required; <i>See general criteria regarding letter material, coloration, etc.</i> Direct individual exterior entry access for tenant required <i>Note: this criteria may be used for "mixed-use" facilities</i>
Tenant Window Signage / Displays	Size: Max fifteen percent (15%) of storefront glass area	Window signage may not be used as supplementary identity signage. Only permanent-type signage permitted is "hours of operation" and "type of payment accepted" which must be confined to an area not exceeding one square foot.* All other window signage or displays may only be for short-term advertising for special events or products for a period not exceeding 90 days per occasion.	Interior illuminated signs visible to the exterior of the building are not permitted. Interior signage within thirty six inches (36") of window glass shall be considered window signage. <u>*A variance from Douglas County is required for any window signage other than above</u>
HOTEL			
Hotel	Type: Ground-mounted: single or double faced Building-mounted: single-faced Number: One (1) ground-mounted monument per direct street frontage with access; plus two (2) building-mounted; four (4) max overall Size: Ground-mounted: max sixty (60) sf per face Building-mounted: fifty (50) sf; for buildings in excess of sixty (60) ft height and 200k sf, add one (1) sf per linear ft of building frontage to max of one hundred (100) sf Height: Ground-mounted: max six (6) ft including base Building-mounted: cannot extend above building parapet (or more than eighteen in. (18") from building)	Name / logo; addresses may be used on ground-mounted only	<i>See General Criteria regarding materials, coloration, etc.</i>



Permanent Signs (continued)

TYPE	TYPE / NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS
FLEX / WAREHOUSE			
Freestanding Building Identification	<p>Type: Ground-mounted: single or double-faced Building-mounted: single faced</p> <p>Number: One (1) ground-mounted per direct abutting street frontage (at frontage), three (3) max overall</p> <p>Size: Ground-mounted: max fifty (50) sf per face Building-mounted: One (1) sf per linear foot of building frontage (at frontage) up to max of fifty (50) sf</p> <p>Height: Ground-mounted: max six (6) ft including base Building-mounted: may not extend above building parapet (or more than 18" from building)</p>	<p>Name / logo / principal service or product (only if necessary to clarify in support of name); addresses may be used on ground-mounted only</p>	<p>Ground-mounted may not be located in proximity of Complex Identity Signage</p> <p>Building-mounted must be proportional to building in scale</p> <p><i>See Retail for Tenant Identification within freestanding multitenant building</i></p>
Complex Identification (3 or more buildings)	<p>Type: Ground-mounted only; single or double faced</p> <p>Number: One (1) per direct street frontage with access</p> <p>Size: Max fifty (50) sf per face</p> <p>Height: Max six (6) ft including base</p>	<p>Complex name / logo / address</p>	<p><i>See Freestanding Building for buildings within a complex</i></p>
SPECIALTY / OTHER			
Addressing	<p>Address (street name and numbers) may not be utilized as a supplementary form of identity signage.</p> <p>Address information for all uses except residential must be placed on the approved ground-mounted identity monument signage, with the provision that non-illuminated, metal pin-mounted address “numbers” may be applied to a building entry or ground-floor level street facade.</p> <p>Address lettering cannot exceed a six (6) inch letter height and must utilize a Palatino typeface, upper and lower case.</p> <p>Supplementary address identification for individual units or buildings within a residential complex is permitted providing that it is appropriate to scale.</p>		
Residential Complex Identification	<p>Type: Ground-mounted, single or double faced; Building-mounted, single faced</p> <p>Number: One (1) ground mounted per direct street frontage with access; one building mounted at leasing center/ clubhouse.</p> <p>Size: Ground-mounted: Max sixty (60) sf per face; Building mounted max of 40 square feet.</p> <p>Height: Ground-mounted: Max six (6) ft including base; Building mounted max 2' letter heights (can be average height of 2' for all letters if text is vertically mounted).</p> <p>Other Considerations: building-mounted signage is to be non-illuminated only.</p>		



Permanent Signs (continued)

TYPE	TYPE / NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS																		
SPECIALTY / OTHER (cont.)																					
Directional	Type: Ground-mounted Number: As required and approved Size: Maximum six (6) sf per sign Height: Ground mounted: four (4) ft including base	As approved by DCC, no names or logos	Review and approval of such signage “internal” to development is required; Must be consistent in size, materials and color with the overall site signage program																		
Regulatory	Type: Post-mounted Number: As required and approved Size: Maximum six (6) sf per sign Height: Post: seven (7) ft max. from grade to top of sign and post	As approved by DCC, no names or logos	Review and approval of such signage “internal” to development is required; Must be consistent in size, materials and color with the overall site signage program; Wood or unpainted sheet metal backgrounds are not permitted; Post mountings are to be solid (vs. perforated) tubular or box type, metal and painted																		
Flag / Decorative Banners	Size: Flag and banner sizes (maximum) must be proportional to the pole height as follows: <table border="1" data-bbox="383 1056 805 1297"> <thead> <tr> <th>Flagpole Height (ft)</th> <th>Flag Size (sf)</th> <th>Banner Size (sf)</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>3 x 5</td> <td>15</td> </tr> <tr> <td>25</td> <td>4 x 6</td> <td>24</td> </tr> <tr> <td>30</td> <td>5 x 8</td> <td>40</td> </tr> <tr> <td>35</td> <td>"</td> <td>"</td> </tr> <tr> <td>40</td> <td>"</td> <td>"</td> </tr> </tbody> </table>	Flagpole Height (ft)	Flag Size (sf)	Banner Size (sf)	20	3 x 5	15	25	4 x 6	24	30	5 x 8	40	35	"	"	40	"	"	Flags: corporate logo only; if flown with US and Colorado flag (three (3) total; individual pole mounts required) Banners: cannot have any lettering / logo	May not be used as in-lieu signage; Only permitted as integral part of an overall site identity; Flags or banner heights cannot extend above adjacent building parapets. A variance from Douglas County is also required
Flagpole Height (ft)	Flag Size (sf)	Banner Size (sf)																			
20	3 x 5	15																			
25	4 x 6	24																			
30	5 x 8	40																			
35	"	"																			
40	"	"																			
Freeway Identification	Type: Ground mounted; single or double faced Number: One (1) Size: Max one hundred (100) sf Height: Max ten (10) ft.	Name / Logo	Site must directly abut freeway (i.e. I-25 or E470); Corporate office complex only; Must be an integral part of a significant landscape amenity element commensurate with the overall scale of the development																		
Meridian Identity / Directory	Overall Meridian identity and directory signage as approved by the DCC may be permitted subject to the following criteria: <ul style="list-style-type: none"> Such signage may be located at major street entry points to Meridian (not freeway interchanges); The scale and quality of such signage will be commensurate with the overall scale of the development; not to exceed one hundred (100) sq. ft. per face or fifteen (15) ft in overall height; setbacks must be a minimum of thirty five (35) feet from the property line unless otherwise agreed to by the County Community Development Director as appropriate to the location; Identity signage language may only contain the Meridian name and logo; Directory signage may also contain a map and listing of property names and uses; Up to five (5) identity signs and two (2) directory locations may be permitted 																				



Table 2-3: Temporary Signs

TYPE	NUMBER / SIZE	PERMITTED INFOR-	OTHER CONSIDERA-
LEASE / FOR SALE			
Vacant Land	<p>Type: Ground-mounted Number: One (1) per direct street frontage Size: 2'-6" x 6'-0", one or two faces Height: Max 3'-6" from grade</p>	Name or logo of sales entity (logo max 18" x 24", name max 4" letters) / Site Available (max 5" letters) / Contact (max 3" letters) / Telephone # (max 4" letters)	White or blue letters on gray background
Commercial	<p>Type: Ground mounted Number: One per direct street frontage Size: 2'-6" x 6'-0", one (1) or two (2) faces Height: Max 3'-6" from grade</p>	Name or logo of sales entity (logo max 18" x 24", name max 4" letters) / Space Available (max 5" letters) / Contact (max 3" letters) / Telephone # (max 4" letters)	May be used only when building occupancy is less than ninety percent (90%); White or blue letters on gray background (<i>See Exhibit 9,</i>
Single Family Detached	<p>Type: One ground-mounted Size: Not to exceed six (6) sf Height: Max 3'6" from grade</p>	Name or logo of sales entity and/or broker; Telephone #; Sale/Lease designation/term	Metal with painted external frame; Window signage not permitted
Single Family Attached (condo/ townhome)	<p>Type: One window-mounted (interior window front entry façade)</p>	Name or logo of sales entity and/or broker; Telephone #; Sale/Lease designation	No other exterior signage allowed
OTHER			
Project Announcement	<p>Type: Ground or post-mounted or construction site screen fencing Number: One (1) per direct street frontage Size: 4' x 8', one or two faces Height: Max ten (10) ft from grade</p> <p>Screen Fencing: Graphic designs may be used on screen fencing with prior approval for retail and residential projects. Name of establishment and leasing or sale information may be incorporated in design. Limited to 100 feet in length along abutting street</p>	Name of project / rendering / name / logo / phone # of developer, architect, lender, prime contractor, leasing agent / website (developer only)	Ground or post-mounted only; Must be removed no later than date of receipt of a certificate of occupancy, or installation of permanent signage, whichever occurs first; Single Family detached residential complex projects will be allowed project announcement signs at each roadway entry to their project. Such signage may remain in place from the point in time that the initial lots are placed on the market until all initial lot sales have been completed, but in no event longer than a period of two years. The signage may include the name of the developer, product and price range, and the sales office phone number. A \$5k performance deposit is required. (<i>See Exhibit 9, Temporary Sign Details</i>)



Table 2-3: Temporary Signs (continued)

TYPE	NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS
OTHER (cont.)			
Directional	Type: Ground or post mounted Number: As approved by DCC Size: 2' x 2' single face Height: Max 4'-0" from grade	Directions only (two inch (2") letters)	Must be professionally produced on signage (vs. construction) material; Can be installed at commencement of construction and must be removed prior to DCC Certificate of Compliance.
Initial Opening Retail	Type: Banner or other approved concept Number: One (1) per abutting street frontage with direct access Size: Max one hundred (100) sq. ft. Height: Must be placed on ground-mounted monument identity signage; or if building-mounted must be below building parapet	In addition to name of business the following text may be included: "Now Open," "Opening Soon," or "Now Hiring"	Retail: initial opening, 90-day period extending from as early as 30 days prior to initial opening, \$1k performance deposit.
Initial Opening Multifamily	Type: Banner or other approved concept Number: One (1) per abutting street frontage with direct access Size: Max one hundred (100) sq. ft. Height: Must be placed on ground-mounted monument identity signage; or if building-mounted must be below building parapet	Banner may state name of complex, type of units, , "Now Open," "Opening Soon," "Now Leasing," or "Now Available"	Multifamily residential: initial opening, 180 days or 90% occupancy, whichever occurs first, extending from as early as 90 days prior to opening; \$5k performance deposit
Interim Identity	Type: Banner Number: As permitted Size: Size and wording must be comparable to that of proposed permanent signage	Must be identical to permanent signage; Supplemental text may include "Now Open," "Opening Soon," or "Now Hiring"	Retail: must be located in the same location of proposed permanent sign; Interim signage must be consistent with permanent in terms of location, size and message; Max of sixty (60) day period allowable or removal required once permanent identity signage installed; \$500 performance deposit



Table 2-3: Temporary Signs (continued)

TYPE	NUMBER / SIZE	PERMITTED INFORMATION	OTHER CONSIDERATIONS
OTHER (cont.)			
Special Events	<p>Type: Banner or other approved concept</p> <p>Number: One (1) per abutting street frontage with direct access</p> <p>Size: Max one hundred (100) sq. ft.</p> <p>Height: Must be placed on ground-mounted monument identity signage; or if building-mounted must be</p>	Subject to Review	<p>Retail “Complex”: special event, 15 days, cannot be installed more than 3 days prior to or after event; \$1k performance deposit</p> <p>A variance from Douglas County is also required</p>



3.0 SUBMITTAL PHASES AND PROCESS

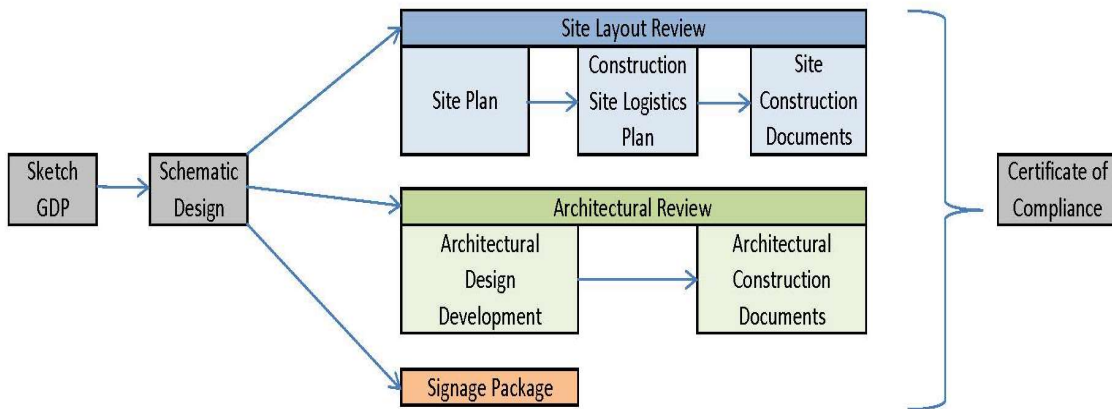
The submittal procedures, as outlined below, pertain to exterior architectural modifications including but not limited to signage, landscape, satellite dishes, antennas, construction yards, trash enclosures, fencing, lighting, driveways, parking areas and any improvements that affect the appearance, design or outside elements of property.

DCC approvals are always contingent upon full adherence to the Committee’s Design Standards and Criteria unless a specific waiver or exception to same is spelled out on the Notice of Committee Action, regardless of what is depicted on plan submittals. Any subsequent plan or field modifications are subject to this same requirement. The DCC reserves full right to require remediation of any such unapproved waivers as a condition of release for occupancy, release of a performance deposit, and/or issuance of a Certificate of Compliance. It is the applicant’s sole responsibility to identify and request such waivers through the application process prior to implementation.

Each submittal phase has a specific fee requirement. Refer to the Fee Schedule, located at the back of this chapter in Processing Forms, for specific fees for each project type.

Applicable reporting forms, review fees and all plans and supporting documentation must be submitted to the DCC staff no later than noon (12:00 p.m.), six (6) calendar days before a scheduled DCC meeting in order for the project to be placed on a formal meeting agenda. Copies of the required processing forms are located at the back of this section. All plan submittals are to include one full-scale electronic submittal.

In reviewing the following submittal steps, note that the details are primarily written around commercial and multi-family projects. For single family residential projects, refer to section three of the design guidelines.





A. SKETCH GENERAL DEVELOPMENT PLAN

PURPOSE AND ACTIONS

This first crucial step consists of a meeting between the Applicant and selected DCC members to discuss initial concepts concerning the site and its development. Topics of discussion include the proposed use and general site configuration as they relate to the DCC Master Plan, Protective Covenants, neighboring parcels, and site constraints. Design concerns regarding building to site relationships, those relationships to surrounding context, and other specific site parameters such as orientation, circulation, and setbacks, etc., should be addressed, as well as the need to be aware of and conform to the water supply allotments specified by the Meridian Metropolitan District in the design process. This submittal may be combined with the Schematic Design submittal.

MEETINGS

The DCC meeting should be attended by the Applicant, the project architect/land planner, and the civil engineer.

FEE

Refer to the Fee Schedule, located at the back of this section in Processing Forms, for specific fees to be submitted at this time.

MATERIALS

Sketch General Development Plan Review Fee

Processing Forms: Application

Parcel Vicinity Map showing the site in relation to adjoining buildings

Site Layout

Architectural Concepts

Description of proposed use and relevant data such as square footage, access points, etc.

Existing easements

Site calculations

Phasing schedule (if applicable)

APPROVAL

This approval for Sketch General Development Plan is valid for 6 (six) months. The next submittal phase must be submitted within this time frame.

This approval grants Authorization to Apply for Sketch Plan with Douglas County.



B. SCHEMATIC PHASE

PURPOSE AND ACTIONS

This phase consists of a presentation to the Committee by the applicant. The Schematic Plan product should illustrate building to site relationships, and those relationships to surrounding context, and other specific parameters such as orientation, circulation, setbacks, etc. should be addressed. This presentation must include a review of the site layout and massing model (if required), building elevations, building or site sections showing adjacent finished grades, landscape, signage and areas designated for people activities. All setbacks for buildings, parking and signage must be designated on the site plan.

The Committee will focus on the overall site layout, buildings including massing, materials, color, glass, and any ground surfaces, concepts on landscaping treatment, signage, lighting, vehicular and pedestrian circulation, drainage, grading, and open space. Schematic landscape plans should show generalized locations and types of plants and delineate hardscape areas. This is the last submittal phase that includes both site review and building elevations.

TIMING

This phase may occur after approval of the Sketch General Development Plan phase is received and any conditions of that approval have been met.

MEETINGS

Formal submittal to and approval by full DCC required. Should be attended by the applicant, project architect, landscape architect and civil engineer.

FEE

Refer to the Fee Schedule, located at the back of this section in Processing Forms, for specific fees to be submitted at this time.

MATERIALS

The following materials must be furnished by the Applicant:

Schematic Design Review Fee

Processing Forms: Application

Preliminary Grading Plan

Preliminary Shadow Study (if required)

Setbacks for buildings, parking, and signage must be delineated on plans.

Site Calculations

Preliminary Utility Layout

Landscape / Lighting Concepts

Proposed Materials and Massing Model (if required)

Preliminary Elevations

Roof Plan with any proposed HVAC or telecommunication equipment shown

APPROVAL

Effective for a period of one year. The next phase must be submitted within this time frame.



C. SITE PLAN/DCC CERTIFICATIONS (COMMERCIAL/MULTI-FAMILY RESIDENTIAL)

PURPOSE AND ACTIONS

A DCC-approved “Site Plan” in the following format must accompany any application for a Building Permit to Douglas County. (See “Site Plan Sample Set-MIBC” Exhibit on website, www.accdcc.org).

TIMING

This phase may occur after approval of the Schematic Design phase is received and any conditions of that approval have been met.

MEETINGS

No meeting is required.

APPROVAL

Approval of the “Initial Site Plan” shall be effective for a period of one year. Final Site Plan must be submitted by the end of this period.

Approval of the “Final Site Plan” is valid for a period of five (5) years. Site and building Construction Documents must be approved and construction of the project must commence by the end of this period. Site Plan must be re-submitted if construction has not commenced by the expiration date.

This approval also grants Authorization to Apply for Grading Permit once Grading Erosion and Sediment Control Plan has been approved by Douglas County. A Construction Logistics Plan must also be submitted and approved.

FEES

Refer to the Fee Schedule, located at the back of this section in Processing Forms, for specific fees to be submitted at this time.

PROCEDURE

Site Plan is a two step process with the DCC that includes the “Initial Site Plan” and the “Final Site Plan”. Initially, Site Plan, inclusive of landscaping plans and ownership certification, must be submitted pursuant to the Meridian Development Guide by the applicant to the DCC for review and approval. Then, after the DCC issues the “DCC Authorization to Apply for Site Plan,” the Site Plan is to be submitted to Douglas County Planning Division . The Planning Division will then send referrals to applicable agencies. Notation should be made of the fact that the referral entities are the “only” ones that can comment, and that their comments can “only” be for the items noted below. Upon revisions based on comments after the referral period, the applicant must submit the Final Site Plan to the DCC to obtain the Traffic, Drainage, and DCC Certification. Once the Site Plan is certified, the applicant will submit the Final Site Plan, along with the Final Notice of Committee Action, to Douglas County Planning Division.

PROCESSING FORMS

Site Plan Review Fee

Application

Owner’s Certification of Landscape Irrigation Demand.



MATERIALS

Site **Plan** in the standard DCC format (See “Site Plan Sample Set” Exhibit on website, www.accdcc.org, under MIBC Design Guidelines) shall comply with the below general requirements. These requirements are also stated in the latest version of the Meridian International Business Center Planned Development (PD) document:

1. Contain a title block, centered at the top of the page, describing the legal description of the parcel, the name of the proposed development, the submittal phase and, if applicable, the address of the existing or proposed improvements on the Site.
2. Contain a North arrow and state the scale utilized.
3. Be on 24” x 36” sheets with the long dimension horizontal.
4. Include an information block in the lower right-hand corner of each sheet and shall set forth the date of preparation in the title block.
5. Show development phasing lines, if any.
6. Show adjoining land uses and zoning.
7. Show public and private easements on or adjacent to the Site, with dimensions and uses of those easements.
8. Show major drainage ways affecting the Site and any 100-year floodplain on or adjacent to the Site.
9. Show topography at two (2) foot intervals.

Specific Site Plan Requirements

In addition to complying with the general requirements set forth above, Site Plan shall comply with the following specific requirements:

1. Be prepared at a scale of 1”=20’, 1”=40’ or another scale that allows for maximum clarity of the project.
2. Include a vicinity map to scale showing the relationship of the Site to the surrounding area.
3. Show dimensions for all existing and proposed structures (including setback dimensions from property lines) and total building coverage in terms of percentage of the Site and square footage. Structures to be removed should also be indicated as such.
4. Show location and dimensions of required off-street parking and loading areas and note the total number of parking spaces provided and contain the following information relative to the parking, access and loading facilities:
 - a. Number, location and size of parking stalls
 - b. Widths of aisles and islands
 - c. Location of landscaping areas within parking, access and loading facilities
 - d. Type of surfacing
 - e. Scale and North arrow
 - f. Location of streets, curb cuts and property boundaries
 - g. Location of traffic directional arrows, signage and markings



- h. Location of loading areas
 - i. Drainage provisions
 - j. Location and direction of proposed lighting
5. Name and show dimensions of all public and private roadways, rights-of-way, and points of access on or adjacent to the Site and shall note surface materials.
6. Show the location and sign area of all existing and proposed signs.
7. Include signature/approval blocks for the Planning Division and the County's Engineering Division (the "Engineering Division").
8. Contain the following information relative to landscaping on a separate sheet:
 - a. Show all planting areas and areas to be maintained in a natural state, with plant materials drawn at mature size at the scale of the plan; identify trees, shrubs, lawn areas, and ground cover area (living and non-living) by name of material to be used; and show the dimensions and include the total square footage of each such area.
 - b. Show all pedestrian walkways and pedestrian oriented areas, dimensioned with materials and type of surface finish noted.
 - c. Locate and identify all landscape structures (including fences, signs, lighting, water features, etc.) and recreational facilities.
 - d. Show all significant natural vegetative areas, specimen trees, wildlife habitat, and landscape features to be preserved and improved.
 - e. Indicate existing and finished grades at a maximum of two (2) foot intervals and identify all mounds and areas in excess of 20% slopes.
 - f. Label all public and private roadways, rights-of-way, and points of access on or adjacent to the Site and shall note all off-street parking or loading areas and surfacing materials.
 - g. Show all planting details and notes, including methods of soil preparation, erosion control, soil and vegetation removal, stockpiling and reuse.
 - h. Note sources of irrigation water and types of irrigation to be used.
 - i. Contain the following statement concerning maintenance: "All landscaping shown on this plan shall be maintained in a neat and adequate manner. Required maintenance activities shall include, but not be limited to, mowing of lawns, trimming of hedges, adequate irrigation, replacement of dead, diseased or unsightly removal of plant material, weeds from planted areas, and appropriate pruning of plant materials."
9. A Grading, Erosion, and Sediment Control (GES) Plan in accordance with Douglas County's criteria, as amended, will be required to be submitted to Douglas County for review and approval prior to any grading on the Site and issuance of a grading permit by Douglas County. Construction plans, in accordance with the Douglas County criteria, shall be submitted to Douglas County for review and approval for all storm sewer improvements and water quality improvements prior to the issuance of construction permits by Douglas County. Construction plans for any roadway improvements within the public right-of-way shall be submitted to Douglas County for review and approval by Douglas County prior to the issuance of construction permits from Douglas County.



Certifications

Include certifications, confirmed by the Design Control Committee as shown on the DCC Site Plan

Design Control Committee Certification: verifying the following with respect to this Development Plan: that the proposed land use is allowed; that the proposed Height of any structures complies with the applicable Height limitation; that the proposed setbacks comply; that the amount (number of square feet) of Net Floor Area or number of residential units is in compliance; that the proposed Open Space complies; that a minimum of ½ said required Open Space will be landscaped with live plant materials; That the Site Plan complies with the commitments for parks, trails, and wildlife conservation improvements in Sections H.4(c) and H.9, as applicable, subject to the timing requirements described in the first paragraph of Section H.4 and the standards and notes given on Sheet 9, Planning Area “C” Parks/OS Exhibit; and that the shadows cast by the proposed buildings will not have any negative impacts on the County road system or Highway E-470 in compliance with Section G.6; and that the number of parking spaces planned for the Site satisfies the requirements of the Zoning Resolution with respect to minimum number of required parking spaces (except to the extent a variance is obtained pursuant to the Zoning Resolution).

Note: Electronic copies of signed Site Plans must be provided prior to submittal of Site Construction Documents and prior to approval of Construction Logistics Plan.

D. CONSTRUCTION SITE LOGISTICS

PURPOSE AND ACTIONS

The purpose of the Construction Site Logistics Plan is to ensure compliance with DCC standards and to coordinate the efforts of the building contractor, owner, architect, engineers, governmental agencies and the DCC. This phase consists of submittal of materials to the DCC Staff. If a CSLP plan is requested in order to obtain a grading permit from the County, an updated CSLP plan must be submitted prior to commencement of site and building construction.

APPROVAL

Written approval of the Construction Site Logistics Plan, submittal of the Performance Security Deposit and execution of the Construction Site Logistics Agreement by the DCC shall give the Applicant the right to proceed with site work and/ or subject to any other applicable jurisdictional requirements. This approval **does not** grant Authorization to Apply for **Building Permit** with Douglas County.

FEE

Refer to the Fee Schedule located at the back of this Chapter in Processing Forms for specific fees to be submitted at this time.

PROCESSING FORMS:

Application

Security Deposit (refer to Fee Schedule in Processing Forms)

Owner’s Certification of Landscape Irrigation Demand



TIMING

The Construction Logistics Plan can be submitted along with the Final Site Plan if seeking Authorization to apply for Grading Permit; however, approval is granted upon receipt of the fully executed Site Plan and verification of approval of the Grading, Erosion, and Sediment Control Plan (GESC) by Douglas County.

An updated Construction Site Logistics Plan is required every 90 days, or upon change to any items as outlined under “Materials.”

MATERIALS

The following outline lists items to be included in the Construction Site Logistics Plan and enumerates requirements to be followed during construction. The Plan must address all items listed here and include any additional items which may be peculiar to the Site. The Architect and Construction Manager should use this section as well as the Construction Site Logistics Checklist (see Exhibit 14). A performance security deposit is required at the time the Construction Site Logistics Agreement is submitted. After the Certificate of Compliance is issued by the DCC, the return of the performance security deposit must be requested, in writing. The following items are required:

Layout Plan: A scaled Site Plan drawing shall be submitted which will show all right-of-way, existing improvements and those items specifically identified hereinafter.

- **Contractor Facilities.** Contact list for contractor, architect and for any subcontractor field offices; storage trailers; material stockpiling.
- **Screen Fences.** Prior to start of any construction activity beyond site grading, temporary screening fences, minimum 6'-0" in height, chain link with mesh screening, shall be installed to provide security, contain loose debris, and screen the area from public view. The fences shall enclose construction activity, parking, storage trailers, and material stockpiling areas and shall remain in place until building exteriors are complete and landscaping is initiated.

Access points to the Site, including material delivery points shall be identified. Queuing or loading/unloading of delivery trucks on the public street shall not be permitted at any time. Streets shall be maintained free of mud at all times.

- **Parking** for visitors and construction workers shall be at a minimum all-weather gravel surface and located within the fenced and screened areas on the Site, as shown on the Plan, unless alternative arrangements are made and approved by the DCC.
- **Traffic Control.** Proper traffic control shall be provided for any work done in the street right-of-way.
- **Construction Signs,** including temporary signs, must be submitted for approval and must conform to the Design Criteria.
- **Excavation haul routes** shall be identified. Haul routes must provide direct highway access and must not pass through residential areas. The quantity of haul shall be estimated, and a schedule for hauling shall be provided. Placement of surplus excavation on another Site within Meridian requires DCC approval.
- **Sanitation.** The trash and litter handling method shall be described on the plan.



Temporary dumpsters shall be shown on the Plan. Streets shall be maintained free of windblown debris from the site at all times. Concrete trucks shall be washed at the locations shown on the site plan or offsite outside of Meridian boundaries. Temporary toilet facilities shall be located on the Plan.

- **Construction Equipment.** Large construction equipment shall be identified and its operation described. Note: Only a contractor's name and site address signage on trailer, storage equipment, or construction equipment is allowed.
- **Construction Material.** Location of construction material storage must be identified on the Plan.
- **Utility Installation.** The location of all existing utilities, both on-site and in perimeter streets, shall be shown on the Plan. All proposed utilities, both on-site and in perimeter streets, shall be shown on the Plan. The difference between existing and proposed utilities shall be clearly shown. Location of valves and manholes and pipe sizes shall be shown. Locations of connections shall be shown. The method of proposed installation shall be described, i.e. cutting, boring, etc. Utilities to be identified include water, sewer, gas, storm drains, and communications, both temporary and permanent.
- **Easement or Leased Areas.** Easements or lease boundaries with dimensions shall be shown on the Plan, any filling or excavation done on the easement or land areas shall be described.

Schedules: The following schedules shall be submitted and updated with any changes affecting the schedule by more than 90 days.

- Milestone Schedule for construction showing each major phase of construction shall be submitted.
- Estimated Utility Connection Schedule for specific utilities shall be submitted. The contractor shall be responsible for locating or having located all utilities and shall abide by the regulations of the respective utility companies in regard to repair of damaged utilities. Any damage done to irrigation systems, utility lines or electric control systems shall be repaired by the contractor at the contractor's expense.

Compliance and Performance Agreement and Deposit

Before an Applicant may proceed with construction of any project after a Construction Site Logistics Plan has been submitted to the DCC, the following must occur:

- The Applicant must receive written approval of the Construction Site Logistics Plan from the DCC.
- The owner must enter into an agreement and provide the required deposit with the DCC to adhere to the approved Construction Site Logistics Plan and to DCC approved plans. (See relevant documents/forms at the end of this section.)
- A performance security deposit as specified in the DCC Fee Schedule (see "Fee Schedule" in Processing Forms at end of this section) must be deposited with the DCC. The purpose of this deposit is to ensure compliance with the plans, the approved Construction Site Logistics Plan, and with the Construction Site Logistics section of these Review Procedures. DCC shall determine the amount of the required deposit based on the size and scope of the project and the probable costs of remedying and/or correcting non-compliance. The DCC may apply all or any portion of this deposit toward payment of any costs incurred to ensure compliance, including,



but not limited to, street cleaning costs, costs of repair of streets, curbs, gutters, medians, utilities and other infrastructure elements and costs of repairing and replacing damaged landscaping. The DCC may incur such costs without notice to the owner or general contractor, although the DCC will make a good faith effort to provide prior notification. The DCC shall be entitled to any interest accruing on said deposit prior to issuance of a Certificate of Compliance for the project and, within sixty (60) days after the issuance of said certificate, shall refund any remaining portion of the deposit. If at any time prior to issuance of a Certificate of Compliance the amount of the deposit drops below 50% of the initial amount as a result of application and use by the DCC as set forth above, the DCC may prohibit further construction until the additional amount is deposited. Any amounts expended by the DCC to ensure compliance over and above the amount of the deposit available shall bear interest at the rate of 1-1/2% per month, as penalty, until a sufficient amount to cover the shortfall is deposited with the DCC. In addition, the amount of any additional deposit required by the DCC that is not deposited within fifteen (15) days after notification by the DCC of the requirement shall bear interest at the rate of five percent (5%) per month, as penalty, until deposited with the DCC. If full compliance of all outstanding issues is not made within twelve (12) months of receipt of a temporary certificate of occupancy from the county and a Certificate of Compliance obtained within this same period, the deposit may be automatically forfeited.

Other Requirements

- **Permits.** It shall be the responsibility of contractors to obtain any necessary permits for doing work within the respective special district, municipal, county or state jurisdictions.
- **Streets.** All street cuts, if permitted, shall be accomplished by saw-cutting the pavement. All streets shall be maintained for public access at all times. The streets bordering the construction site and in the immediate vicinity shall be cleaned and swept within forty-eight (48) hours after any construction work or deposit of dirt, debris or any other materials hauled to or from the Site.
- **Working Hours.** No construction work shall be permitted between the hours of 10:00 p.m. and 6:00 a.m. unless prior approval is received from the Design Control Committee through its staff.
- **Notifications.** In addition to any other notifications required by other agencies, the Meridian Metropolitan District (303-790-0345) shall be notified forty-eight (48) hours prior to the commencement of any construction within the streets, medians, public landscape areas, or connections to water, sewer, irrigation or lighting facilities within rights-of-ways or easements.

APPROVAL

Written approval of the Construction Site Logistics Plan, submittal of the Performance Security Deposit and execution of the Construction Site Logistics Agreement by the DCC shall give the Applicant the right to proceed with construction, subject to any other applicable jurisdictional requirements.

Approval is valid for 90 days, after which an updated plan must be submitted.

E. SITE CONSTRUCTION DOCUMENTS

Once approval of a Site Plan has been obtained from the DCC and Douglas County per Section E, applicants must still provide engineering support data either prior to or concurrently with their actual building permit application(s) as follows:



PURPOSE AND ACTIONS

The purpose of this review is to ensure that the final set of construction documents is consistent with all previously approved plans. This phase consists of submittal of required materials to the DCC.

TIMING

Site Construction Documents may be submitted after the approval of the Site Plan phases are received and any conditions of those approvals have been met. Fast track construction can be accommodated at the discretion of the DCC. The necessary approvals may be provided as required to maintain special construction schedules.

Applicants are encouraged to engage in such dialogue with the County Engineering staff as soon as Site Plan approval is obtained from the DCC to facilitate the building permit approval process.

MATERIALS

Items to be submitted by the applicant are:

- Application
- Site Construction Documents Review Fee
- One (1) electronic copy of the CD documents in pdf format. CD documents include plans and specifications of civil, landscape, site lighting, and all utilities.
- Executed copy of the Site Plan.
- **Verification of District Utility Service Availability.** Written confirmation of payment of the applicable Site Service Connection fee from the Meridian Metropolitan District

F. ARCHITECTURAL DESIGN DEVELOPMENT

PURPOSE AND ACTIONS

The purpose of this review is to refine exterior elevations in terms of materials, massing, roof lines, and color schemes.

APPROVAL

Approval for Architectural Design Development : shall be effective for a period of six (6) months. Architectural Construction Documents must be approved by the end of this period.

FEE

Refer to the Fee Schedule, located at the back of this chapter in Processing Forms for specific fees to be submitted at this time.

TIMING

This phase may occur after approval of the Schematic Design phase is received and any conditions of that approval have been met.



MATERIALS

- Application
- Architectural Review Fee
- Architectural plans, sections, and elevations must clearly illustrate building design materials and the relationship to the site. Include full definition of all materials proposed for the exterior of the building inclusive of color samples with manufacturer and specifications.
- Roof plan showing proposed and future mechanical equipment, penthouse location and material, and locations of proposed or future telecommunications equipment.
- Lighting plans must cover all exterior lighting, including lighting on the building or parking structure. Location, height, fixture, and lamp type must be included.

G. ARCHITECTURAL CONSTRUCTION DOCUMENTS

PURPOSE AND ACTIONS

The purpose of this review is to ensure that the final set of construction documents is consistent with all previously approved plans. This phase consists of submittal of required materials to the DCC.

APPROVAL

Approval for Architectural Construction Documents shall be effective for one year and grants authorization to apply for building permits with Douglas County. Construction of the building must commence within that time-frame.

FEE

Refer to the Fee Schedule, located at the back of this chapter in Processing Forms for specific fees to be submitted at this time.

TIMING

This phase may occur after approval of Architectural Design Development.

MATERIALS

- Application
- Final set of Architectural construction documents. Note that plans and documents for structural, mechanical and electrical elements not visible from the exterior of the building do not need to be submitted, and must not be included with CD submittals. Architectural sections through buildings shall indicate mechanical penthouse height of equipment related to the top of penthouse screening.

H. ON-SITE MATERIAL MOCK-UP

Final Committee approval of building material is subject to provision of an on-site material mock-up displaying all proposed materials to be used on the building.

The mock-up must be of reasonable scale (typically 8' x 8' to 10' x 10') to provide a reasonable de-



piction of all proposed architectural fenestrations, accents, etc. and their interrelationships. Sample photos of mock-ups are available upon request.

This must be provided to, and approved by, the Committee prior to any final material orders and initiation of any construction beyond site grading and utilities. The Applicant is “at risk” for any material orders placed prior to Committee approval of the on-site mock-up.

I. SIGNAGE/AUTHORIZATION TO APPLY FOR SIGNAGE PERMIT

PURPOSE AND ACTIONS

Building or Site signage package must be submitted for DCC approval. Signage package must include all signage visible to the exterior including building-mounted, ground-mounted, post-mounted regulatory signage, directional signage, and any other signs. Signage package for multi-tenant retail buildings must include maximum signage size parameters, specific signage type for the building, permitted locations, and any other specifications for that particular development. In no case can signage program

TIMING

This submittal may be made at any time after Schematic Design approval; or at any time for replacement signage.

MEETINGS

None required.

MATERIALS

Items to be submitted by the applicant are:

Permit Copies

One (1) electronic copy in pdf format including the following items of detail:

1. Design Intent Drawing(s), clearly labeled as such
2. Top, front and side view orthographic mechanical drawing(s)
3. Drawn to scale (e.g. 1/4"=1'-0", 1/8"=1", etc.)
4. Add bottom and additional side view(s) as required to completely show design intent
5. Add section view(s) as required to completely show design intent
6. Annotate and dimension all views as required to completely show design intent
 - a. overall and incremental dimensions
 - b. materials, finishes and colors
 - c. show 6'-0" person for scale
7. Show sign(s) on building or on site and method(s) of attachment
8. Show sign face area calculation(s)
9. Show all sign message(s)
 - a. one sign face layout for each sign message in the case of multiple signs



Sign Location Plan(s)

1. Plan (top) view drawing
2. Drawn to scale (e.g. 1/4"=1'0", 1/8"=1", etc.)
3. Show any dimension setbacks from property line(s), as required
4. Show any dimension sight triangle, as required
5. Show roads, buildings, Site amenities and other signs in proximity to proposed sign(s)
6. Key by sign number/letter to sign Message Schedule to illustrate specific sign location
7. Title block: see Permit Copies, item 10 above

Sign Message Schedule

Sign Message Schedule, clearly labeled as such (required only for projects with multiple signs)

1. Key by sign number/letter to Sign Location Plan(s) to illustrate specific sign message
2. Content to include columns for the following types of information:
 - a. sign number/letter designation
 - b. sign message / letter size / font
 - c. sign type (e.g. tenant identification, regulatory, address number, etc.)
 - d. location (e.g. Sign Location Plan page number, northeast corner of Site, etc.)
 - e. Tenant linear frontage (used for calculation of maximum square footage/ length of sign).

APPROVAL

Approval will be effective for a period of one year, provided Construction Documents are submitted within three (3) months after approval. Construction of the project must commence by the end of this period.

PROCEDURE

Douglas County permit also required. Must receive DCC approval prior to submission to County.

J. CERTIFICATE OF COMPLIANCE/OWNER CERTIFICATIONS

PURPOSE AND ACTIONS

Upon completion of construction, and prior to release of Performance Deposit or Final Certificate of Deposit, the Applicant must certify to the DCC that the Site construction is substantially complete, all improvements have been constructed or installed in accordance with all prior DCC-approved plans, and all aspects of the Site development are in compliance with the Protective Covenants.

A Certificate of Compliance may also be issued at time of sale of building.

TIMING

Applicant is responsible for initiating process through written request.



MATERIALS

- Application
- Certificate of Compliance Review Fee (for new development only)
- Owner / Architect Certification of Net Floor Area Verification of Compliance

APPROVAL

DCC Staff will inspect the Site and issue a written response within thirty (30) days after receiving the notification.

K. MINOR PROJECTS

PROCEDURE

An abbreviated procedure is available for minor projects such as signage replacements, landscape upgrades, patios, railings, HVAC replacements. Such applications must be accompanied by the required form (See Form 2) along with a set of fully-defined plans and the required review fee (See Fee Schedule, Form 1).

Modifications that impact site coverages such as parking, building, and open space, as well as drainage and vehicular access may require an update to currently approved Site Plan (per section C).

Temporary site events must be approved by the DCC prior to occurrence. Submittal must include application (see Form 2), dates and times of the event, description, event details, and other pertinent information.

L. APPEALS

In the event an applicant wishes to formally object to terms and conditions attendant to an architectural control committee notice of committee action or notice of non-compliance, the following process shall apply:

The appeal must:

1. Be made in writing by either the applicant or his legal counsel and addressed to the architectural control committee chairman.
2. Be filed and postmarked seven (7) calendar days prior to notice of committee action expiration date or notice of non-compliance resolution due date.
3. Identify the specific term or condition being objected to along with justification as to the bases for appeal (see below).
4. Provide recommended alternative means of mitigation or resolution of the element of concern.
5. Be accompanied by the required review fee (see fee schedule).

Appeals relevant to architectural control committee notice of committee actions may only be made subsequent to either denial of an application or issuance of an authorization to apply for building permit with the local jurisdiction. In all cases, applicants are considered within the established re-



view process.

Property owners are advised that, in all cases (either conditions relevant to a notice of committee action or a notice of non-compliance) evaluation of appeals will be based on demonstrated unique and extraordinary hardships or inapplicability of criteria or condition imposed versus subjective preference or simply not adhering to established criteria for self-induced hardship reasons.

Normally, the committee will respond in writing to an appeal within 15 days of receipt. In the event a formal hearing is requested with the committee, the hearing will be set within 30 days of the post-marked date of the appeal, and the committee will similarly respond in writing within 15 days of said appeal.

In all cases, the committee determination per above will be the final determination.

M. VARIANCES

The Architectural Control Committee, in its sole discretion, may authorize a variance from compliance with any of the criteria set forth herein when circumstances such as topography, natural obstructions, hardships (non-self-imposed), aesthetic, planning, or environmental objectives may warrant. Variances must be specifically itemized, rationalized, and documented as such via a Notice of Committee Action.

N. PROCESSING FORMS

1. Fee Schedule
2. Owner's Application for Project Review (2 pgs.)
3. Owner's Certification of Landscape Irrigation Demand
4. Site Plan Sample
5. Owner's Compliance & Performance Agreement
6. Owner / Architect Certification of Net Floor Area Verification of Compliance (2 pgs.)
7. Certificate of Compliance
8. Notice of Committee Action
9. Notification of Non-Compliance
10. Public Record Notice of Violation



FEE SCHEDULE

New Development:

Commercial:	Building Floor Area		
	Up to 20,000 gsf	20,001 to 100,000 gsf	Over 100,000 gsf
Sketch General Development Plan	\$500	\$1,000	\$1,500
Schematic Design	\$1500	\$2,500	\$3,500
Site Plan	\$500	\$500	\$500
Site Construction Documents	\$500	\$1000	\$1500
Architectural Review	\$1000	\$1500	\$2000
Architectural Design Development	Included	Included	Included
Architectural Construction Documents	Included	Included	Included
Construction Performance Security Deposit	\$10,000	\$25,000	\$50,000
Certificate of Compliance:	\$500	\$500	\$500

Site Modifications:

Signage			
Lease Sign		\$100 Annually	
Temporary		\$50	
Permanent		\$500 comprehensive signage program	No fee for subsequent submittals that do not require an adjustment to the comprehensive sign program.
Minor Modification:		\$250 to \$2,500 depending on complexity	

Certificate of Compliance: No Fee for requests due to property sale, transfer of ownership, etc.

The DCC from time to time may establish fees for unique submittals.

Violations:

Commercial (including apartments):	:	
First Notice	\$100 fine + remediation	
Second Notice	\$200 fine + remediation	
Third Notice	\$500 fine + accrual at \$100 a day, up to \$10,000 + remediation	
Public Record Notice of Violation	Up to \$10,000 total	

* Includes single family, duplex, condominiums and townhomes, but not overall complex violations. Fines are progressive but not cumulative.

Written Review Only:	\$500	Written Review Only:	\$25
Full Committee Presentation/ Hearing:	\$2500	Full Committee Presentation/ Hearing:	N/A



**DESIGN CONTROL COMMITTEE
MERIDIAN INTERNATIONAL BUSINESS CENTER**

APPLICATION FOR PROJECT REVIEW

Project Name: _____ Parcel/Tract/Lot/Ref No.: _____

Address: _____

Submittal Phase:

- Sketch General Development Plan
- Schematic Design
- Site Plan
- Site Construction Documents
- Construction Logistics/ SecurityDeposit
- Architectural Review
 - Design Development
 - Construction Documents
- Certificate of Compliance
- Appeal

Minor Modification:

- Building
- Landscape
- Signage
- Lighting
- Telecommunication
- Construction Logistics Update

Attached Plan References:

Date: _____
 Prepared By: _____
 No. of Sheets: _____
 Project No.: _____
 Revision Date: _____

Site Coverages:

	Area (sq.ft.)	(%)
Building / Structure (40% max)	_____	_____
Parking (50% max)	_____	_____
Open Space (30% min)	_____	_____
TOTAL	_____	_____

Please fill out applicable sections below:

BUILDING:

- Office Retail Restaurant Hotel Multi-Family Other Totals

Gross Floor Area:* _____
 Net Floor Area:* _____
 Units: _____

*Use zoning definitions in Denver; ACC definitions in Greenwood Village

PARKING:

- Structured Surface Handicap Carpool Bike Total

Number of Spaces: _____

LANDSCAPE:

- Deciduous Ornamental Evergreen Shrub Flower Turf
 Trees (50%) Trees (25%) Trees (25%) Areas Areas Areas

Number: _____
 Percentage: _____
 Size: _____

SIGNAGE:

Temporary

Type: Announcement Lease Directional Event
 Number: _____
 Size: _____

Permanent

Type: Monument Bldg Mounted Directional
 Number: _____
 Size: _____

APPLICANT CERTIFICATION:

I hereby attest that I am either an owner or a legally-designated agent of the owner and that the information contained in this application is true and correct; I acknowledge the review process set forth in the Meridian Design Guidelines, and further acknowledge that any approval action by the DCC based on inaccurate or incomplete information may be cause for invalidation of said approval.

Name: _____ Date: _____



**DESIGN CONTROL COMMITTEE
MERIDIAN INTERNATIONAL BUSINESS CENTER
APPLICATION FOR PROJECT REVIEW
APPLICANT CONTACT INFORMATION**

FORM 2
Page 2 of 2

Owner/Developer: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____

Architect: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____

Landscape Architect: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____

Civil Engineer: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____

Contractor: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____

Building Management: _____
Address: _____
Contact: _____
Phone: _____ Fax: _____
Email: _____



**Design Control Committee
Meridian International Business Center**

**OWNER'S CERTIFICATION OF LANDSCAPE IRRIGATION DEMAND
Required with Site Plan submittal**

PROJECT:

Name _____
 Address _____
 Owner _____
 DCC Site Plan Approval date _____

IRRIGATION DEMAND:

	Square Feet	% Parcel	Annual Consumption gallons
Open Space	_____	(%)	_____
Irrigated Turf	_____	(%)	_____
Irrigated Shrub/Flower Beds	_____	(%)	_____
Native	_____	(%)	_____
Hardscape	_____	(%)	_____
Other (specify)	_____	(%)	_____
TOTAL	_____	(%)	_____

IRRIGATION ALLOTMENT:*

*Based on gross land area of site with building with potable metered service
 Office/retail/warehouse/other commercial @ 3.74 gal/yr/sq ft

CERTIFICATIONS/ACKNOWLEDGEMENTS:

- A. The undersigned **landscape architect**, licensed to practice in the state of Colorado, certifies that, to the best of my knowledge, belief and professional opinion, that:
- I have reviewed and fully understand the Meridian DCC Design Criteria relative to landscape irrigation as referenced in the DESIGN CRITERIA MANUAL and Meridian Metropolitan District Rules and Regulations applicable at the time of this certification;
 - The landscape design submitted in the above-referenced site plan fully complies with said criteria, including limitations relative to allowable irrigation consumption/demand;
 - The above data is complete and accurate with respect to said plan.

NAME: (type) _____

COMPANY: _____

ADDRESS: _____

SIGNATURE: _____ DATE: _____

- B. As the legally designated **representative of the owner** of the above-referenced development, I acknowledge the following:
- I have reviewed the above information and attest that, to the best of my knowledge, the information presented herein is a true and accurate representation of the owner's intended landscape consumption;
 - I am fully aware that adherence to this allotment is a condition of continued irrigation service and, in the event the landscape irrigation allotment is exceeded on an annual basis, that the owner is subject to surcharges and penalties including termination of service in the event of continued noncompliance, per the service rules and regulations of the Meridian Metropolitan District.

OWNER'S REPRESENTATIVE NAME: (type) _____

BUSINESS ADDRESS: _____

SIGNED BY: _____ DATE: _____

- C. Acknowledged by: Design Control Committee

SIGNED: _____ DATE: _____

Note: A fully executed and certified copy of the above must be submitted to the Meridian Metropolitan District along with a site connection and service application as a condition of service activation.

See Site Plan Sample Set on
DTC-Meridian Website:

www.accdcc.org



Design Control Committee
Meridian International Business Center

OWNER'S COMPLIANCE & PERFORMANCE AGREEMENT

Project Name: _____
Address: _____ **Parcel/Tract/Lot/Ref No.:** _____

By execution of this agreement, DCC, Owner and Owner's General Contractor acting as Owner's Agent acknowledge that the Construction Documents and Site Logistics Plans dated _____ ("Plans") submitted for the above referenced project has been approved by the Design Control Committee ("DCC") subject to the conditions set forth in the DCC letters dated _____, and that the DCC is holding a \$ _____ performance security deposit to ensure compliance with the Plans. Owner and Owner's General Contractor acknowledge and agree that they will comply with the Plans and in all respects, that they will obey all directives of the DCC concerning matters or items not in compliance with the Plans, and that in the event the Owner or Owner's General Contractor fail to comply with the Plans or obey such directives, the DCC (1) may retain all or any part of the compliance and security deposit, (2) order an immediate halt to all construction on the site until compliance occurs, (3) remedy or correct the noncompliance itself at Owner's expense, and/or (4) require the posting of a new or additional performance security deposit as a prerequisite to allowing construction on the site to resume, and that the Compliance and Performance Security Deposit, or any portions thereof, is only refundable after a final Certificate of Compliance has been issued for the project by the DCC. **If full compliance of all outstanding issues is not made within 12 months of receipt of a temporary certificate of occupancy from the county and a Certificate of Compliance within this same period, the deposit may be automatically forfeited.**

Owner: _____	Owner's General Contractor: _____
By: _____	By: _____
Date: _____	Date: _____

The foregoing is hereby acknowledged by the Design Control Committee of Meridian International Business Center.

Meridian Design Control Committee _____ **Date:** _____

Douglas C. Scott, Chairman _____ **Valid until:** _____



Meridian Design Control Committee
OWNER / ARCHITECT CERTIFICATION OF NET FLOOR AREA
& VERIFICATION OF COMPLIANCE

As Owner and Architectural Representatives of the real property located in Meridian and described above, the undersigned hereby certify with respect to the above-referenced project, as now completed, inclusive of buildings, landscaping, signage and all attendant appurtenances have been installed in material compliance with plans previously submitted to, and approved by the DCC, including any conditions thereto, as follows:

Project Name: _____
Location (legal description and address) _____

Notice of DCC Committee Action Dates

Sketch Plan	_____
Schematic Design	_____
Site Plan	_____
Design Development	_____
Construction Documents	_____

The following development data is factual in terms of actual final constructed conditions as of this date; and is consistent with above approvals/conditions:

Site Coverages	Area (sq. ft.)	%
Building/Structure (40% max)	_____	_____
Parking (50% max)	_____	_____
Open Space (30% min)	_____	_____
TOTAL	_____	_____

Building Floor Area

Parking

Use	Floor Area*		Total Spaces	Handicap	Carpool
	Gross	Net			
Office	_____	_____	Structured	_____	_____
Commercial	_____	_____	Surface	_____	_____
Retail	_____	_____		_____	_____
Restaurant	_____	_____	TOTAL	_____	_____
Hotel	_____	_____		_____	_____
Residential					
SF	_____	_____			
MF	_____	_____			
Other	_____	_____			
TOTALS	_____	_____			

Signage

Freestanding Monument	Number	Size*
Complex	_____	_____
Identity	_____	_____
*sq ft of sign face area		

Landscape/Plantings

Building Management

Landscape/Plantings	Number	%	Size	Building Management
Deciduous (50%)	_____	_____	_____	Address _____
Ornamental (25%)	_____	_____	_____	Contact _____
Evergreen (25%)	_____	_____	_____	Phone _____ Fax _____
Shrub Areas	_____	_____	_____	After hrs. phone _____ Other _____
Flower Areas	_____	_____	_____	

6380 S. Fiddlers Green Circle * Suite 400 * Greenwood Village, CO 80111

Phone: 303-773-1700/ fax: 303-740-6954

Website: www.accdcc.org; Email: noca@accdcc.org



Meridian Design Control Committee

OWNER / ARCHITECT CERTIFICATION OF NET FLOOR AREA & VERIFICATION OF COMPLIANCE

IRRIGATION DEMAND:

Table with 5 columns: Category, Square Feet, % Parcel, Annual Consumption (inches), Annual Consumption (gallons). Rows include Open Space, Irrigated Turf, Irrigated Shrub/Flower Beds, Native, Hardscape, Other (specify), and TOTAL.

IRRIGATION ALLOTMENT:*

*Based on gross land area of site with building with potable metered service Office/retail/warehouse/other commercial @ 3.74 gal/yr/sq ft

OWNER CERTIFICATION:

I hereby attest that I am a legally designated agent of the owner, and that the information contained in this application is true and correct, and further acknowledge that any approval action by the DCC based on inaccurate or incomplete information may be cause for invalidation of said approval.

Name _____ Date: _____

STATE OF COLORADO)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__.

Witness my hand and official seal.

My commission expires:

By: _____
Notary Public

ARCHITECT CERTIFICATION:

I hereby attest that I am the architect of record for the owner duly licensed to practice in the State of Colorado, and that the information contained in this application is true and correct, and further acknowledge that any approval action by the DCC based on inaccurate or incomplete information may be cause for invalidation of said approval.

Name _____ Date: _____

STATE OF COLORADO)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__.

Witness my hand and official seal.

My commission expires:

By: _____
Notary Public

Meridian Design Control Committee

Date: _____

Douglas C. Scott, Chairman

Valid until: _____



Meridian Design Control Committee
CERTIFICATE OF COMPLIANCE

This Certificate of Compliance is issued as of the ___ day of ___, 20___, with respect to the land and improvements located thereon known as ___ at ___ at building designation "___" in Meridian (the "Site"). Pursuant to the authority granted to the Design Control Committee of Meridian (the "DCC") under the Protective Covenants of:

- Meridian International Business Center recorded November 2, 1984 in the Official Records of Douglas County, Colorado, in Book 546, Page 750, as amended by that certain Designation of New Declarant, recorded August 6, 1985 in the Official Records of Douglas County, Colorado, in Book 588, Page 235 (the "CC&Rs"),
Meridian Commons, dated as of October 21, 1999 and recorded on October 21, 1999 in Book 1769 at Page 444, Reception No. 99089733 of the Douglas County, Colorado records, as subsequently amended and/or restated and/or extended.
Meridian International Business Center (North Area) dated as of November 29, 2001, and recorded on December 5, 2001, in Book 2201 at Page 1017, Reception No. 01116892, of the Douglas County, Colorado records, as subsequently amended and/or restated and/or extended.
Meridian Villages, dated as of October 4, 2005, recorded October 20, 2005 at Reception # 200510109,

the DCC hereby confirms and certifies that, as of the date of this Certificate: The CC&Rs as referenced above are complete and current in their cited form; all approvals necessary to be obtained from the DCC in connection with the construction of the existing improvements were obtained; and the site, over which the DCC has jurisdiction, and all of the improvements located thereon are in compliance with the CC&Rs; and, there are no outstanding fines, fees or assessments due the DCC as of this date.

This certification is being issued to _____

DESIGN CONTROL COMMITTEE
OF THE MERIDIAN INTERNATIONAL BUSINESS CENTER

By: _____
Douglas C. Scott
Chairman

STATE OF COLORADO)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ___ day of ___, 20___, by Douglas C. Scott as Chairman of the Meridian Design Control Committee.

Witness my hand and official seal.

My commission expires: _____

By: _____
Notary Public



NOTICE OF COMMITTEE ACTION

Date: _____
Project Name: _____
Address: _____
Parcel/Tract/Lot/Ref No.: _____

Type of Application:	Submittal Phase:	Attached Plan References:
<input type="checkbox"/>	<input type="checkbox"/> Pre Design	
<input type="checkbox"/>	<input type="checkbox"/> Sketch Plan	
<input type="checkbox"/>	<input type="checkbox"/> GDP	
<input type="checkbox"/>	<input type="checkbox"/> Schematic Design	
<input type="checkbox"/>	<input type="checkbox"/> Site Plan	
	<input type="checkbox"/> Design Development	
	<input type="checkbox"/> Construction Documents	
	<input type="checkbox"/> Certificate of Compliance	
	<input type="checkbox"/> On Site Materials Mock Up	
	<input type="checkbox"/> Construction Logistics/Performance	
	Surety	
	<input type="checkbox"/> Authorization to Apply for Permit	
	<input type="checkbox"/> Release of Performance Surety	

Action Taken: Deferred Approved Approved with Conditions (see below) Denied

To the extent that this approval allows proceeding with the next phase of planning on the project, approval is subject to submittal and subsequent approval of all documents and items required for all subsequent phases of the project and payment of fees associated with any submittal including the submittal that is the subject matter of this letter. Thus, any failure to comply with submittal and approval requirements for subsequent phases of the project will invalidate the approval granted herein.

As with all approvals of the , the approval extends to the design concepts included in this submittal, but not necessarily to design details. Applicants are responsible for ensuring that all design details and actual construction of the project conform to the Protective Covenants of ("Covenants"), which govern the use of the subject property.

Pursuant to the Covenants, the plan approval(s) granted herein (are/is) valid through the date below, by which date you must obtain Construction Document approval and begin construction of the project. If construction does not begin on the project by that date, this approval shall expire. In such event, plans must be resubmitted before proceeding.

This approval is not a representation or warranty by either the Committee or by any other person or entity that the approved plans are in compliance with any site specific contractual or covenant use restrictions that apply including, but not limited to, any limitation on gross floor area, the definition of which in a contract or the covenants may differ from the definition used to make the calculations for purposes of the submittal of plans to the Committee.

Full compliance with all aspects of current Design Criteria is required unless exceptions thereto are specifically enumerated on a Notice of Committee Action per above.

of _____ Date: _____
 _____ Valid Until: _____
 Douglas C. Scott, Chairman



NOTIFICATION OF NON-COMPLIANCE

Date: _____

To: _____

NOTICE OF FINE

Site Name: _____

Address: _____ Parcel/Tract/Lot/Ref No.: _____

Recent inspection indicates the following item(s) on your site are not in compliance with the Protective Covenants of . You are hereby notified that corrective action is required for the following conditions.

Penalty Schedule:

- Unauthorized Installation/Alteration \$250 fine + remediation (removal or reapplication with fee payment)
- Unauthorized Installation/Alteration \$250 fine + remediation
- Failure to remediate and make payment within specified time frame:
 - 1st notice Fines doubled
 - 2nd notice Fines redoubled and start accruing @ \$250/day until remediation & payment
 - 3rd notice Recording (in public records) of Notice of Violation (see Form, this section); fines continue to accrue @ \$250/day until remediation
- Repeat Violation (1st) \$500 fine + remediation
- Repeat Violation (2nd) \$1,000 fine + remediation

Owner's Remediation Response: (it is incumbent on the Owner to advise the Committee in writing of remediation per below. Absent receipt of an Owner response as to the status prior to the specified date of remediation, a repeat NONC will be issued and progressive fines will apply.)

Action Taken: _____

Fine Amount Enclosed: \$ _____

Signed: (Owner or Authorized Representative) _____ **Date:** _____

Document158



Meridian Design Control Committee

PUBLIC RECORD NOTICE OF VIOLATION

To: Clerk and Recorder, County of Douglas

The real property located in the County of Douglas, State of Colorado, more particularly described on Exhibit A attached hereto and by this reference incorporated herein (the "Property"), is subject to the following Declaration of Protective Covenants ("Covenants"):

- Meridian International Business Center recorded November 2, 1984 in the Official Records of Douglas County, Colorado, in Book 546, Page 750, as supplemented and/or amended.
- Meridian Commons recorded on October 21, 1999 in Book 1769 at Page 444, Reception No. 99089733 of the Douglas County, Colorado, records, as supplemented and/or amended.
- Meridian International Business Center (North Area) recorded on December 5, 2001, in Book 2201 at Page 1017, Reception No. 01116892, of the Douglas County, Colorado, records, as supplemented and/or amended.
- Meridian Villages recorded October 20, 2005 at Reception # 200510109 of the Douglas County, Colorado, records, as supplemented and/or amended.

The Design Control Committee under the relevant Covenants ("DCC"), as established and empowered pursuant to the Covenants, hereby gives notice that (a) as of _____, 20____, the Property was in violation of the Covenants as a result of _____

_____, (b) the DCC has imposed fines for that violation in the amount of \$_____, none of which have been paid, (c) the fines will continue to accrue at the rate of \$250 per day from and after _____, 20____, until the violation is remedied and the fines are paid, and (d) this Public Record Notice of Violation is being placed of record in the real estate records of the County in which the Property is located. Also, the DCC reserves the right to take further remedial action with respect thereto as set forth in the Covenants.

DESIGN CONTROL COMMITTEE

By: _____
Douglas C. Scott, Chairman

STATE OF COLORADO)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ 20____, by Douglas C. Scott as Chairman of the Design Control Committee.

Witness my hand and official seal.

My commission expires: _____

By: _____
Notary Public

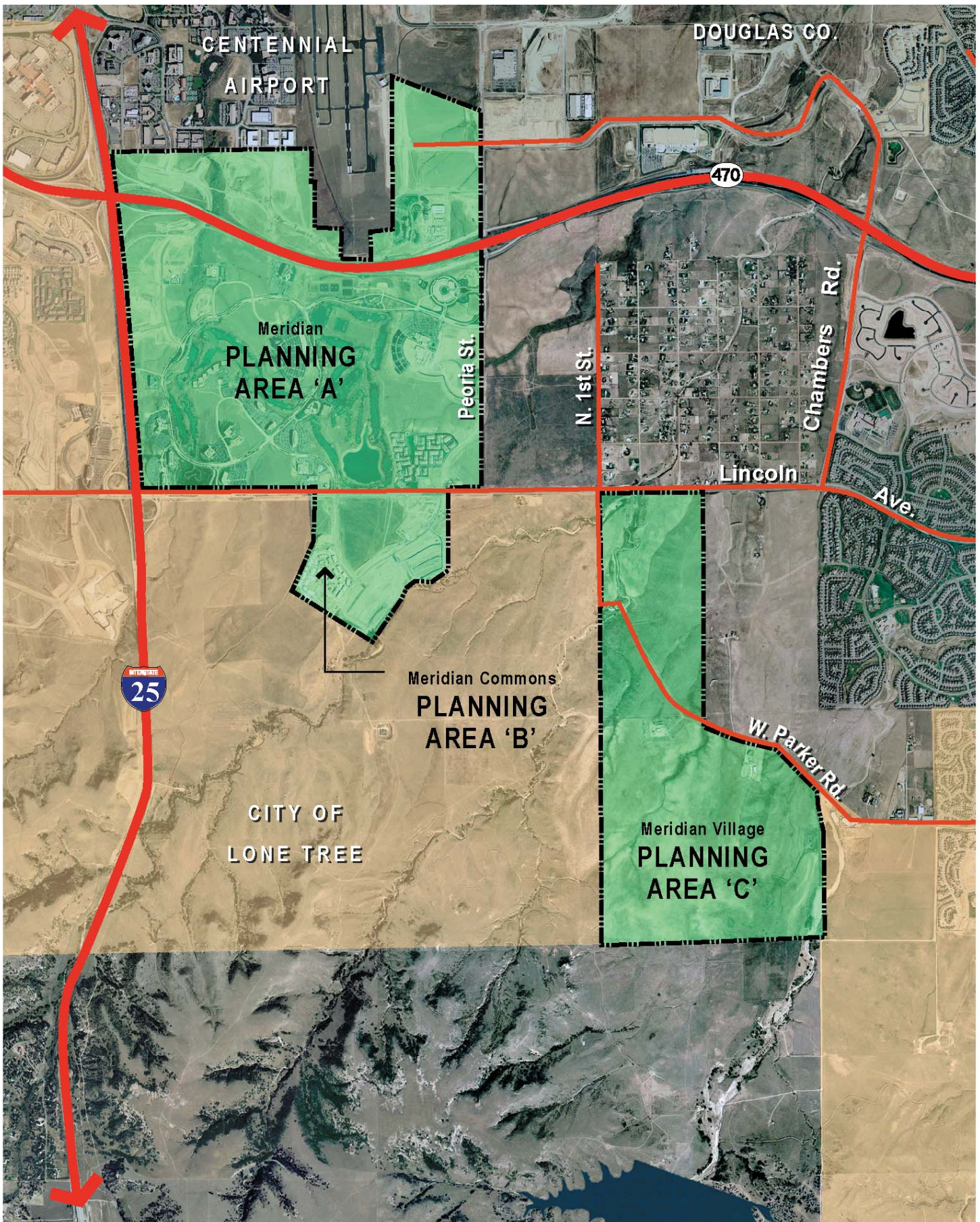
cc: Property Owner



5.0 EXHIBITS INDEX

1. Meridian Planning Areas
2. Land Use Plan, Areas A & B
3. Land Use Plan, Area C
4. Zoning and CARA Height Restrictions
5. Access Plans
 - a. North Area
 - b. Area C
 - c. Meridian Commons
6. Street Section Key, Areas A and B
 - a. Street Sections A & B
 - b. Street Sections C & D
 - c. Street Sections E & F
 - d. Street Sections G & H
 - e. Street Sections I & J
 - f. Street Section K
 - g. Street Sections L & M
 - h. Street Section N
7. Street Section Key, Area C
 - a. Street Section O
 - b. Street Section P
 - c. Street Section Q
8. Temporary Sign Details
9. Retaining Wall Requirements
10. Example Stone Facing Required for Drainage Headwalls/Wingwalls
11. Douglas County Site Plan Review Process for Development within Meridian
12. Douglas County Subdivision and Platting Procedures at Meridian
13. Construction Site Logistics Checklist

Meridian Planning Areas

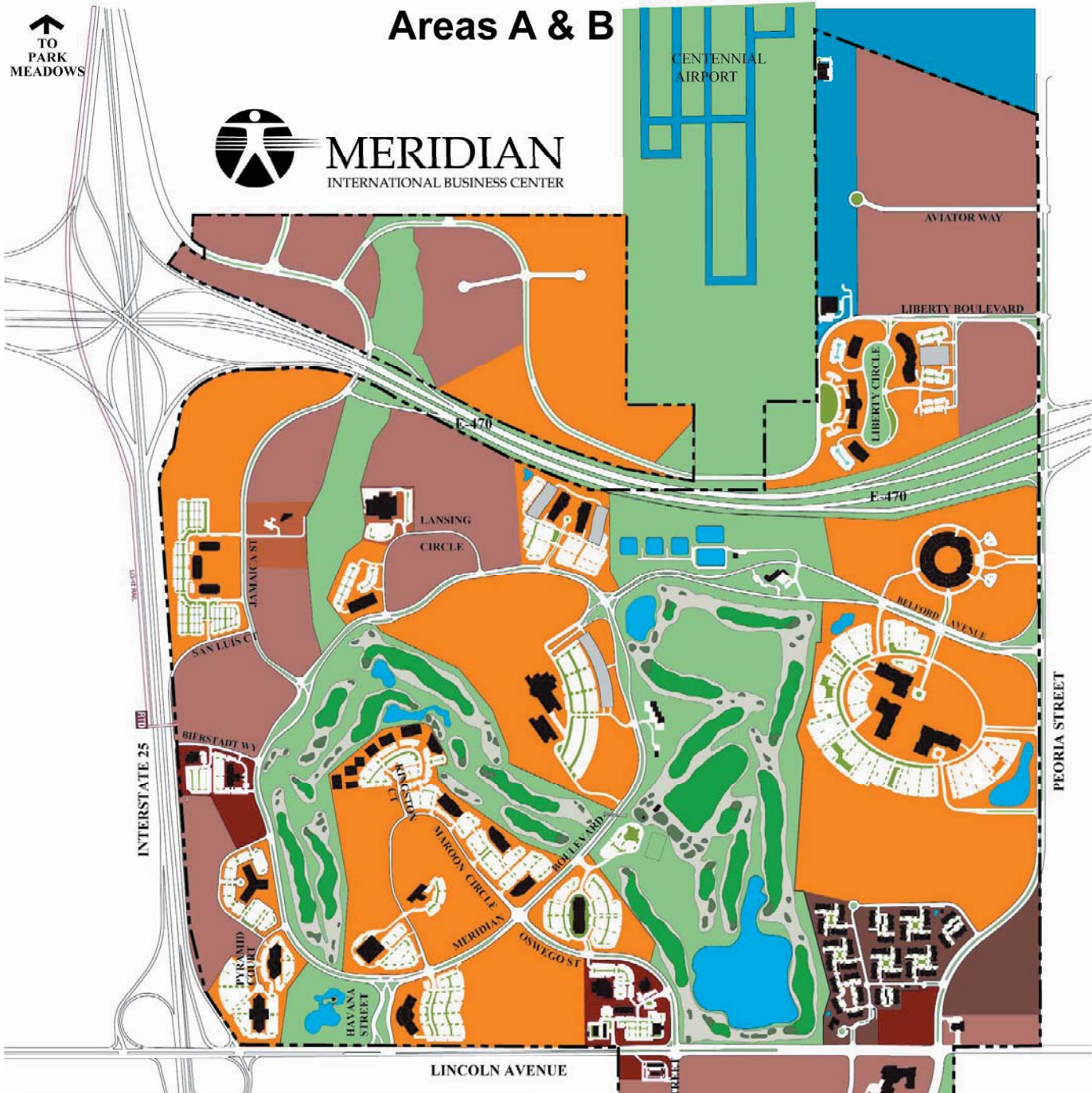


Land Use Plan Areas A & B

↑
TO
PARK
MEADOWS



MERIDIAN
INTERNATIONAL BUSINESS CENTER



LEGEND	PREFERRED LAND USE [1]
	OFFICE
	RETAIL; HOTEL
	OFFICE WAREHOUSE
	OPTIONAL (may include any of the above)
	RESIDENTIAL
	AERONAUTICAL
	OPEN SPACE/PARKS/GOLF COURSE/PUBLIC

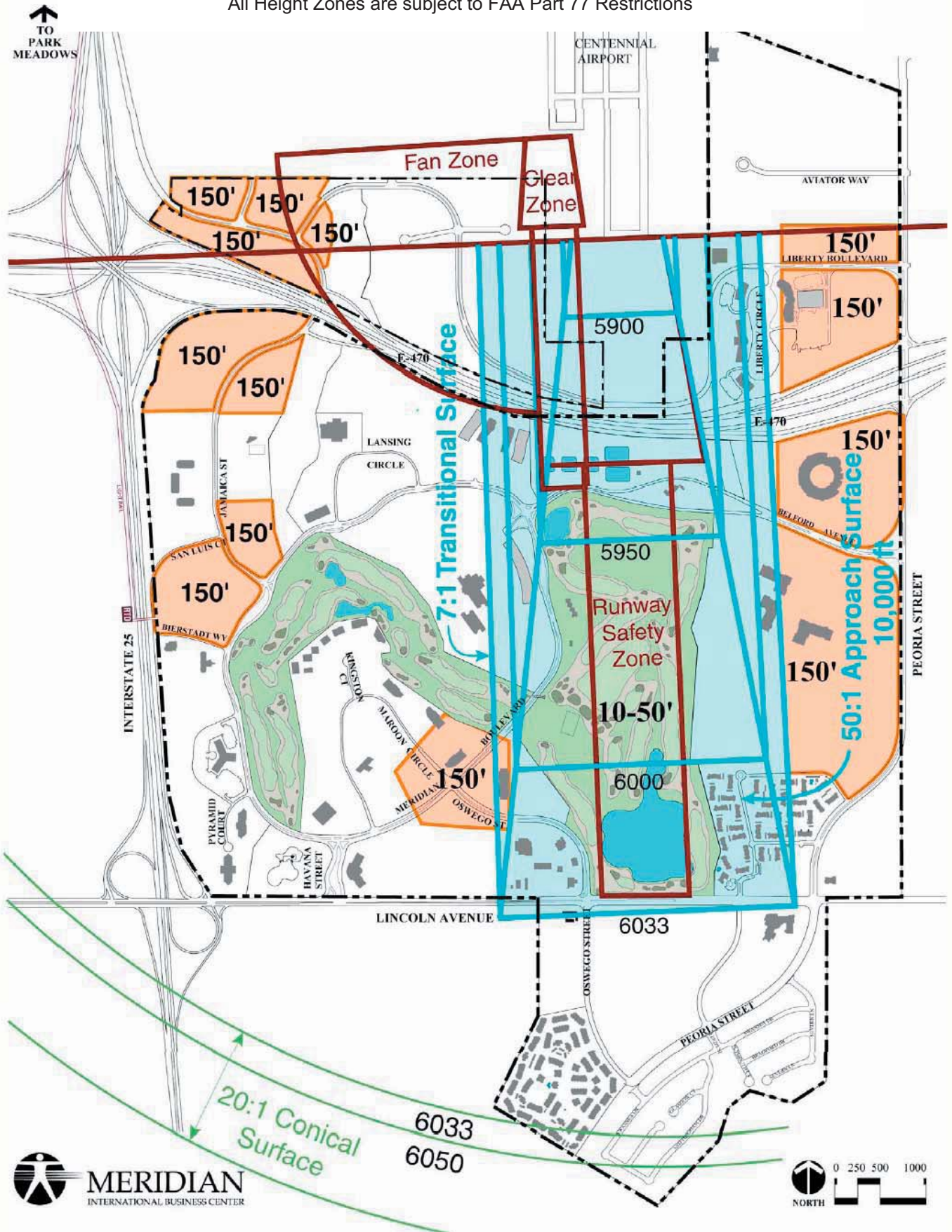
[1] PREDOMINANT USE; MAY INCLUDE OTHER ANCILLARY USES THAT SUPPORT PREDOMINANT USE



Effective August, 2003

Zoning and CARA Height Restriction

Unless shown otherwise, Height Allowances are 60 Feet
All Height Zones are subject to FAA Part 77 Restrictions

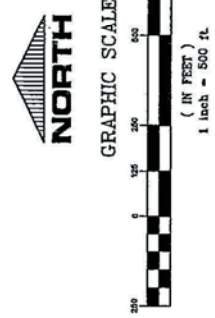
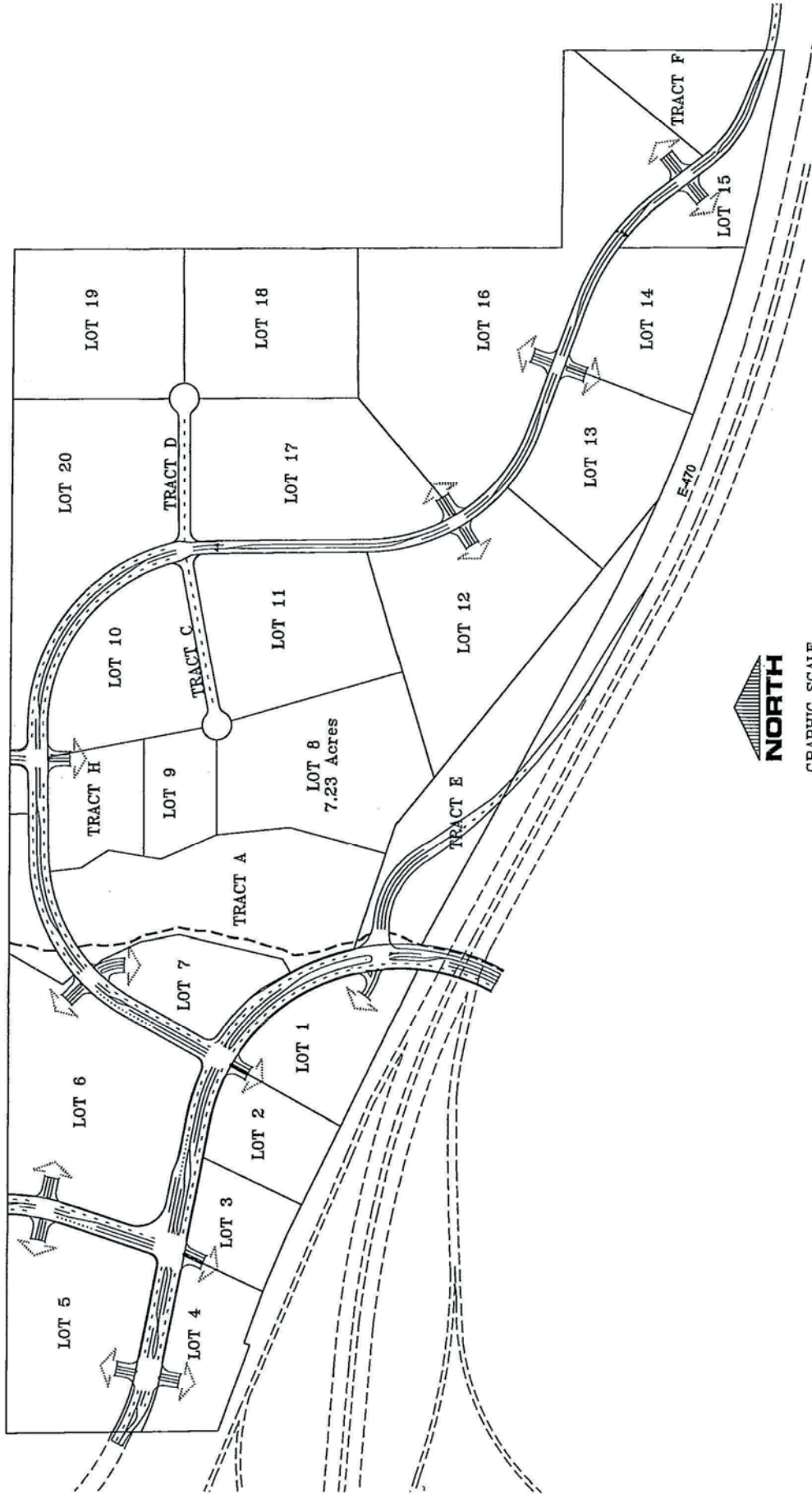


MERIDIAN

INTERNATIONAL BUSINESS CENTER
NORTH AREA ACCESS PLAN



TRACT B TRACT G

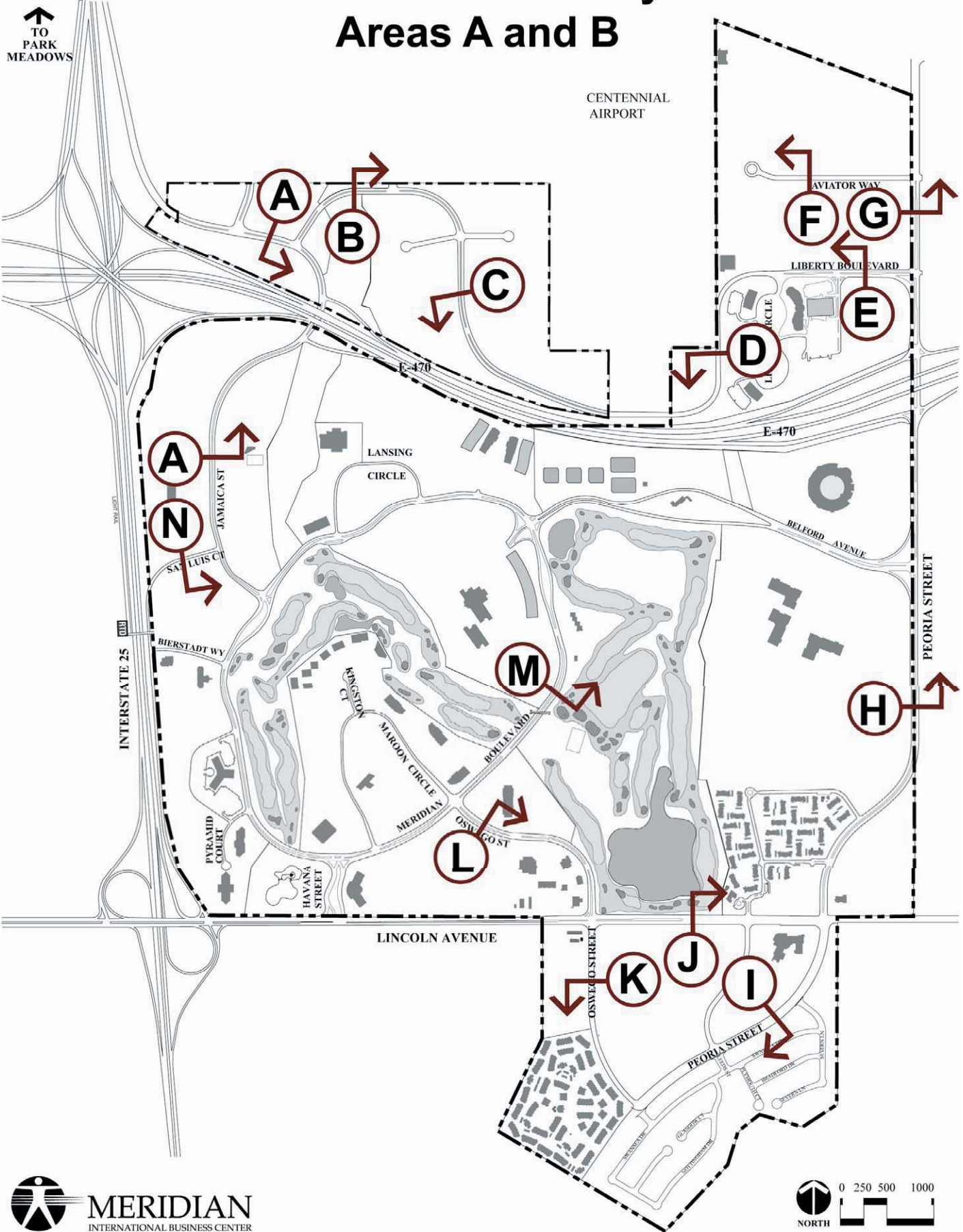


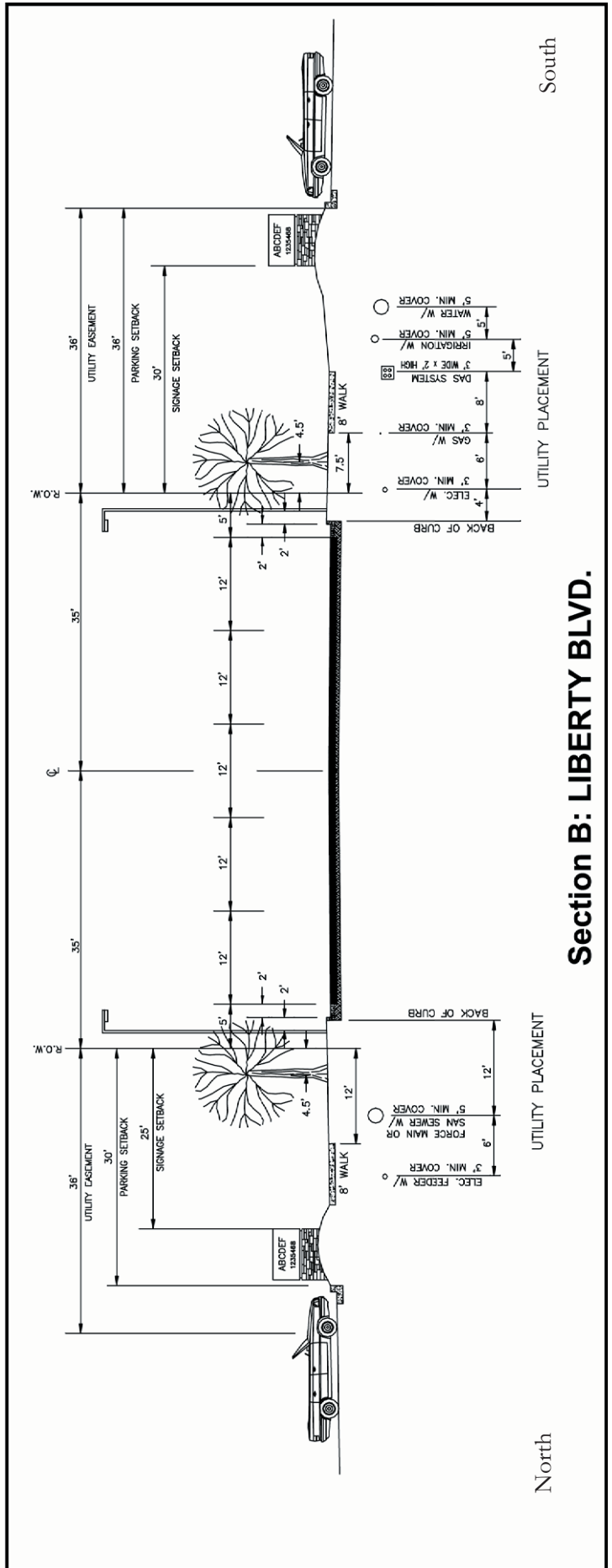
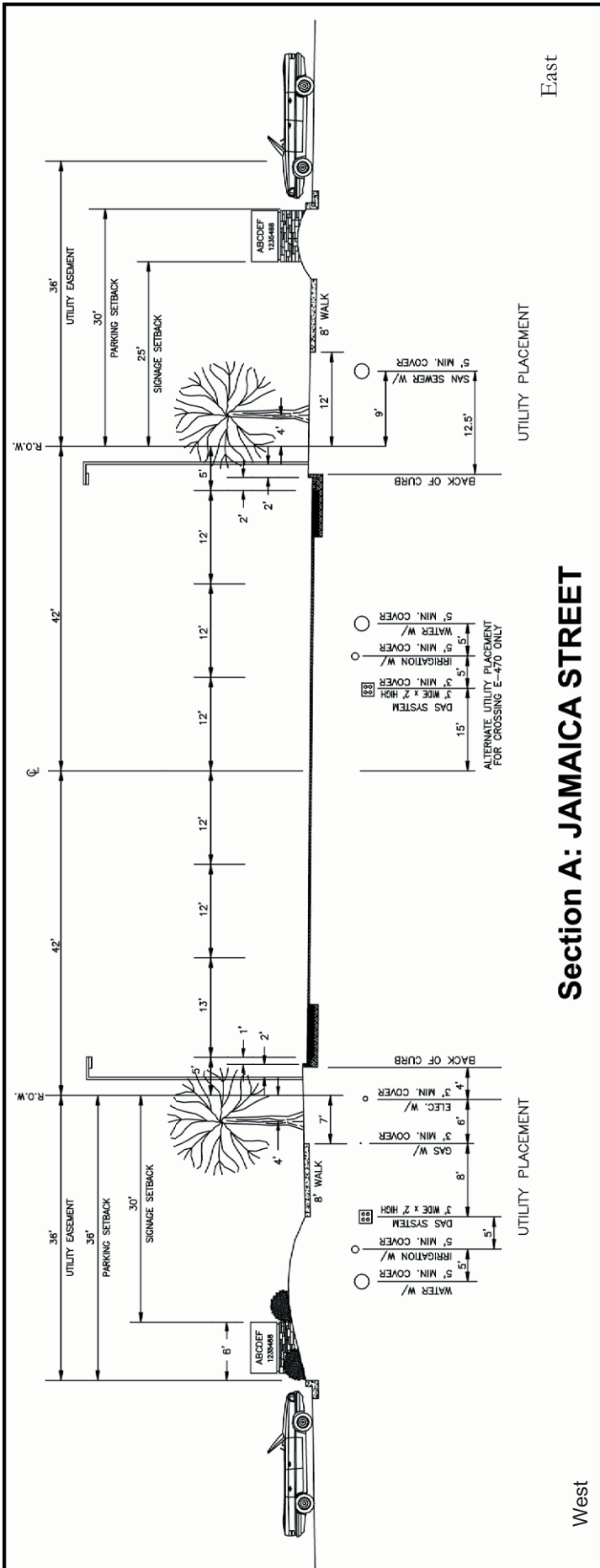


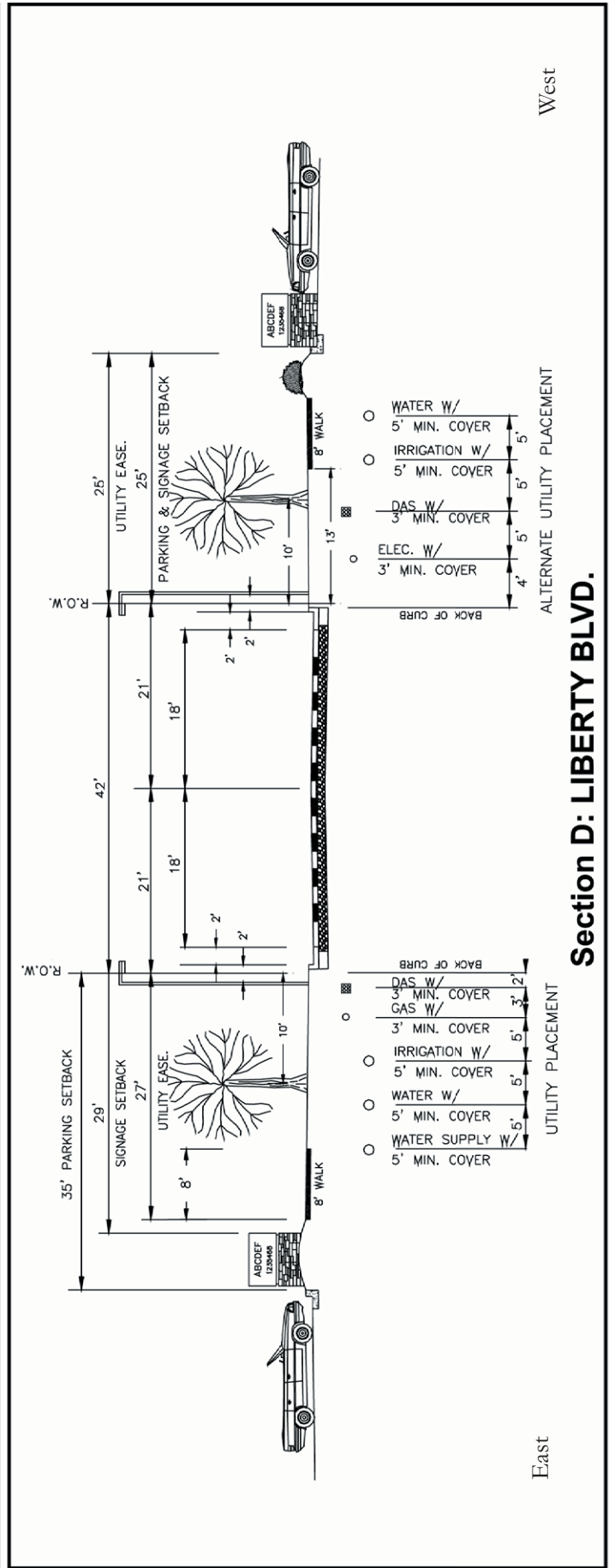
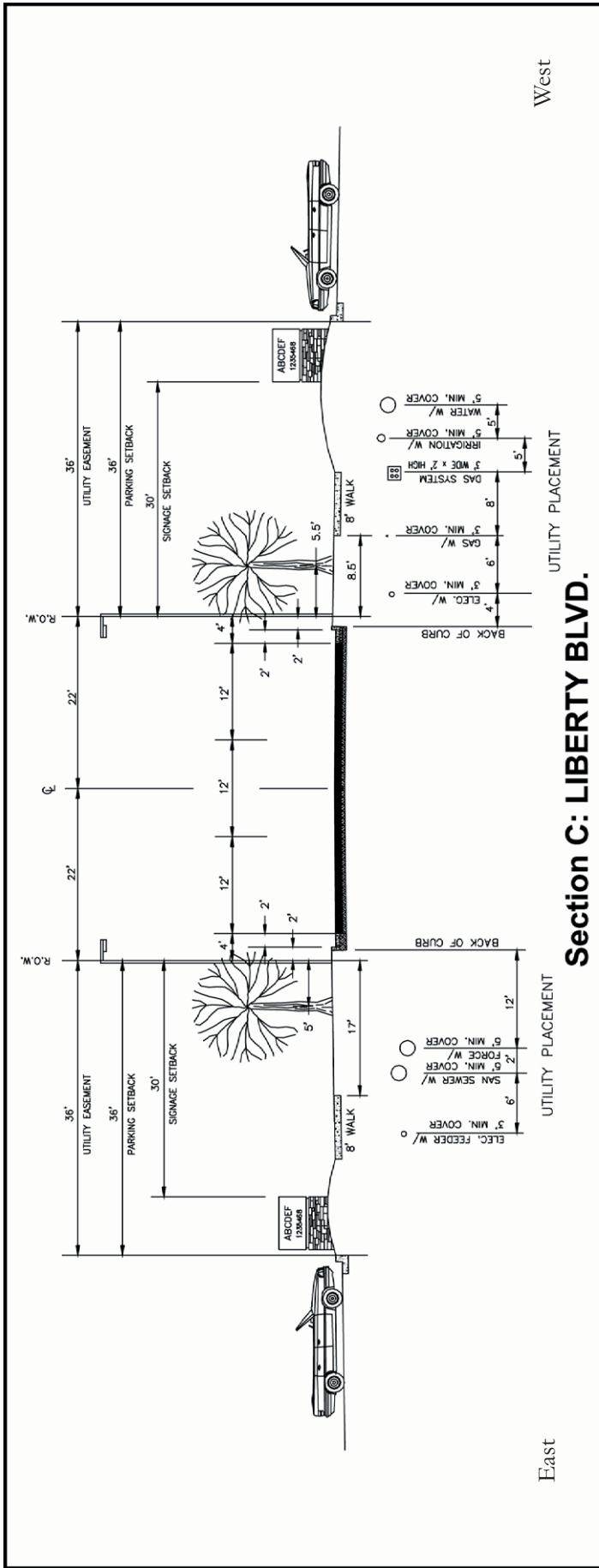
MERIDIAN COMMONS ACCESS MANAGEMENT PLAN

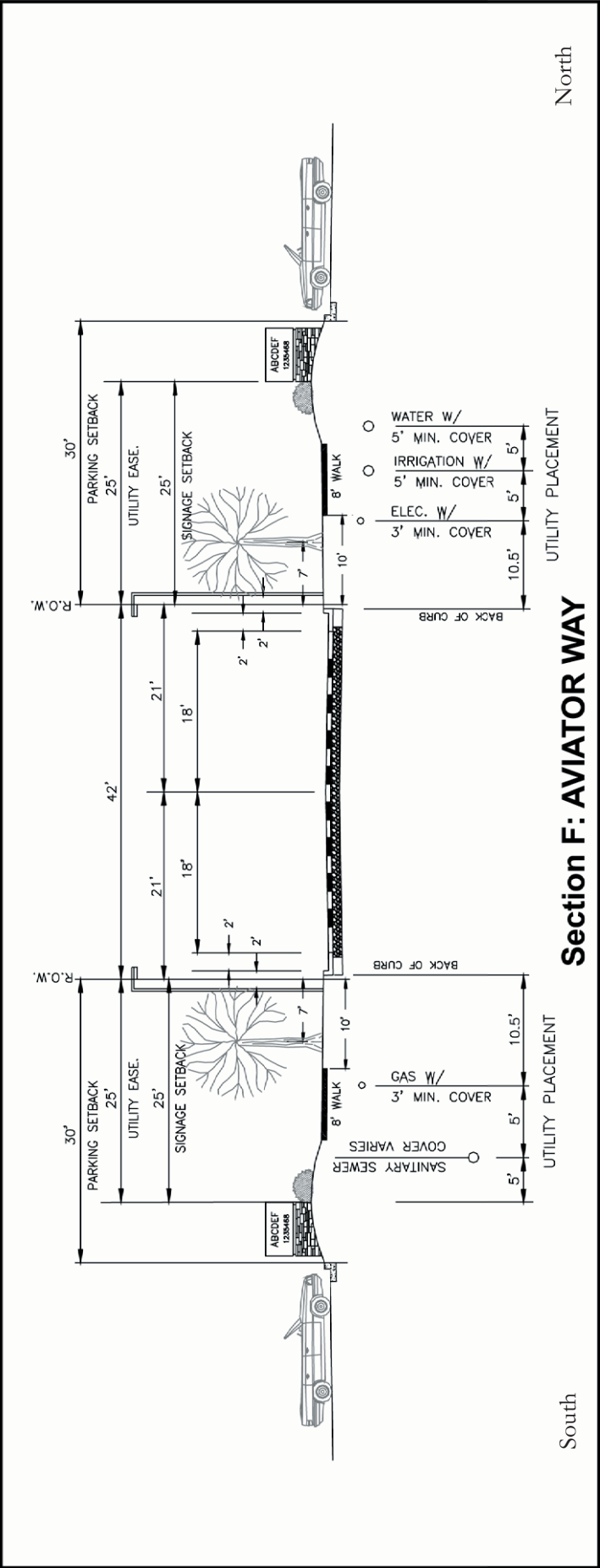
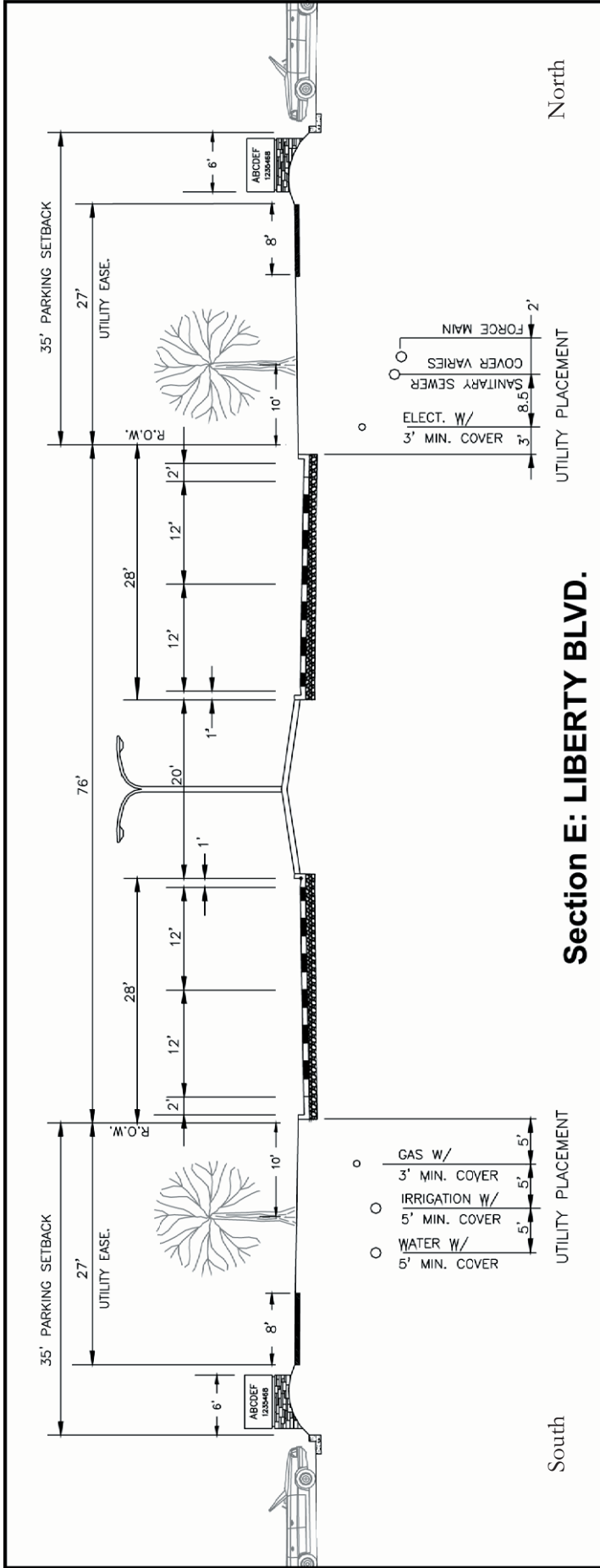


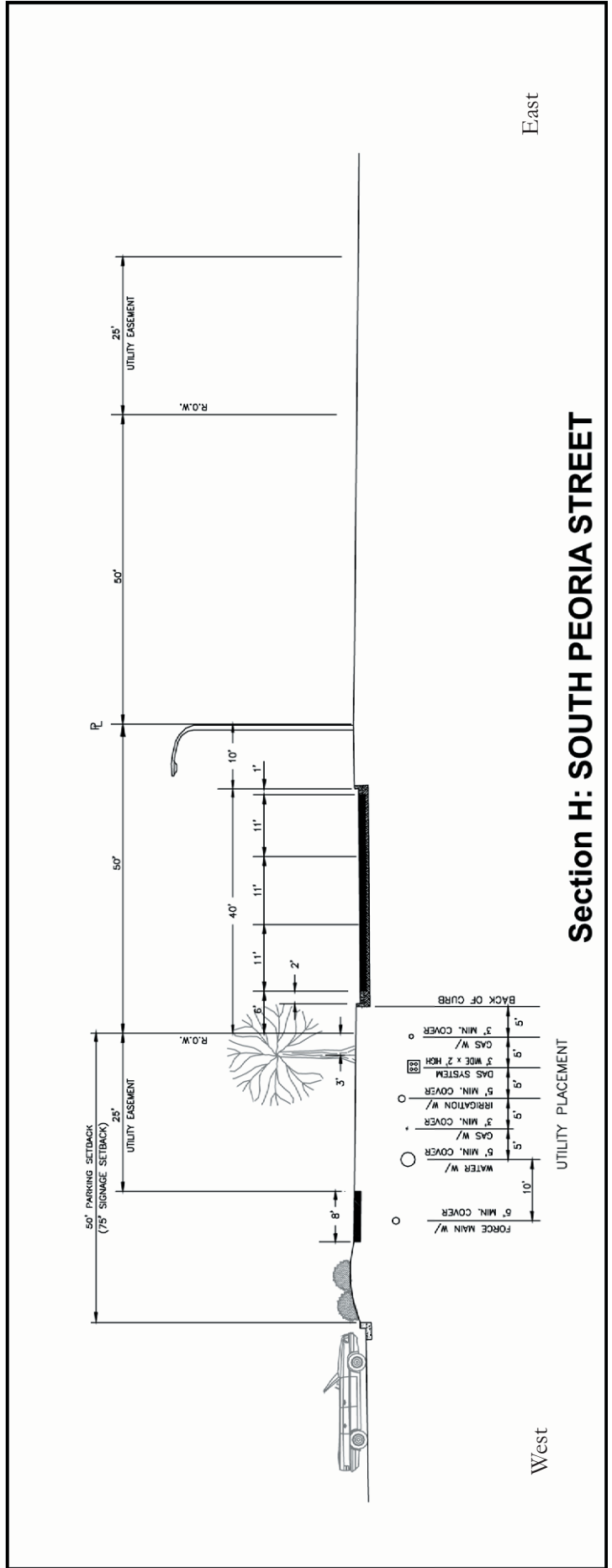
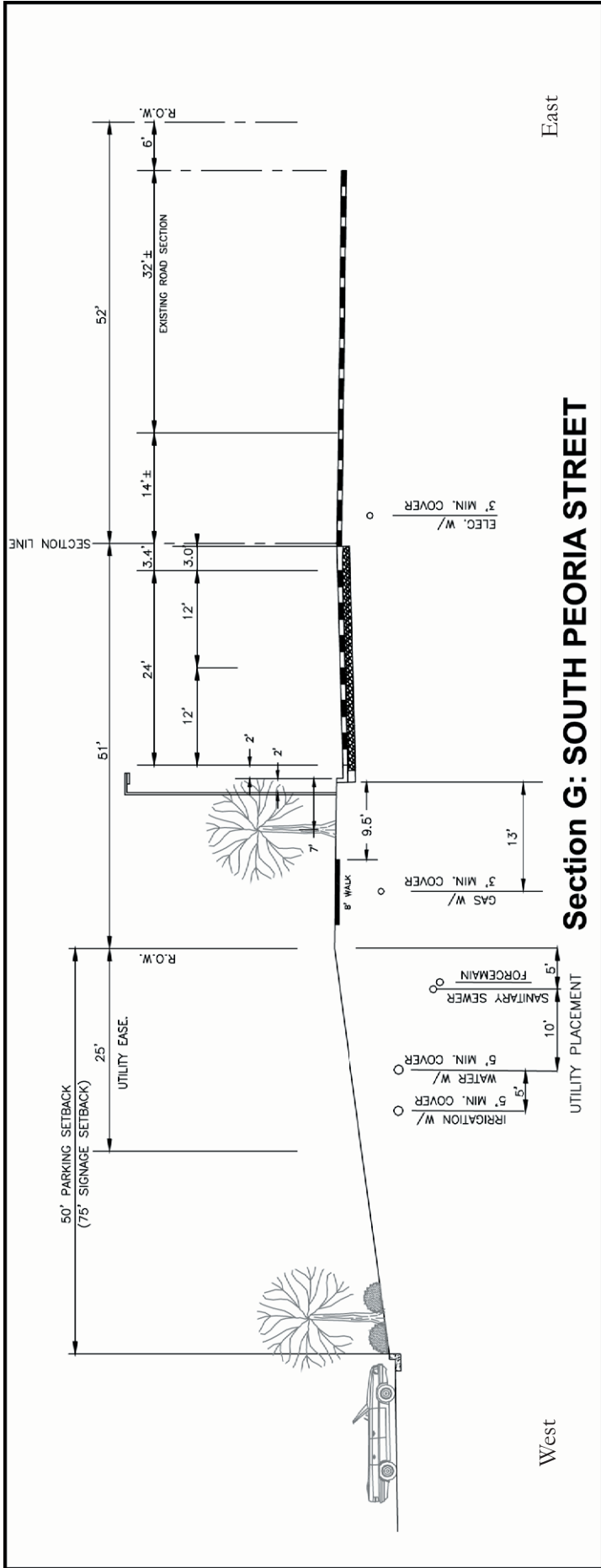
Street Section Key Areas A and B

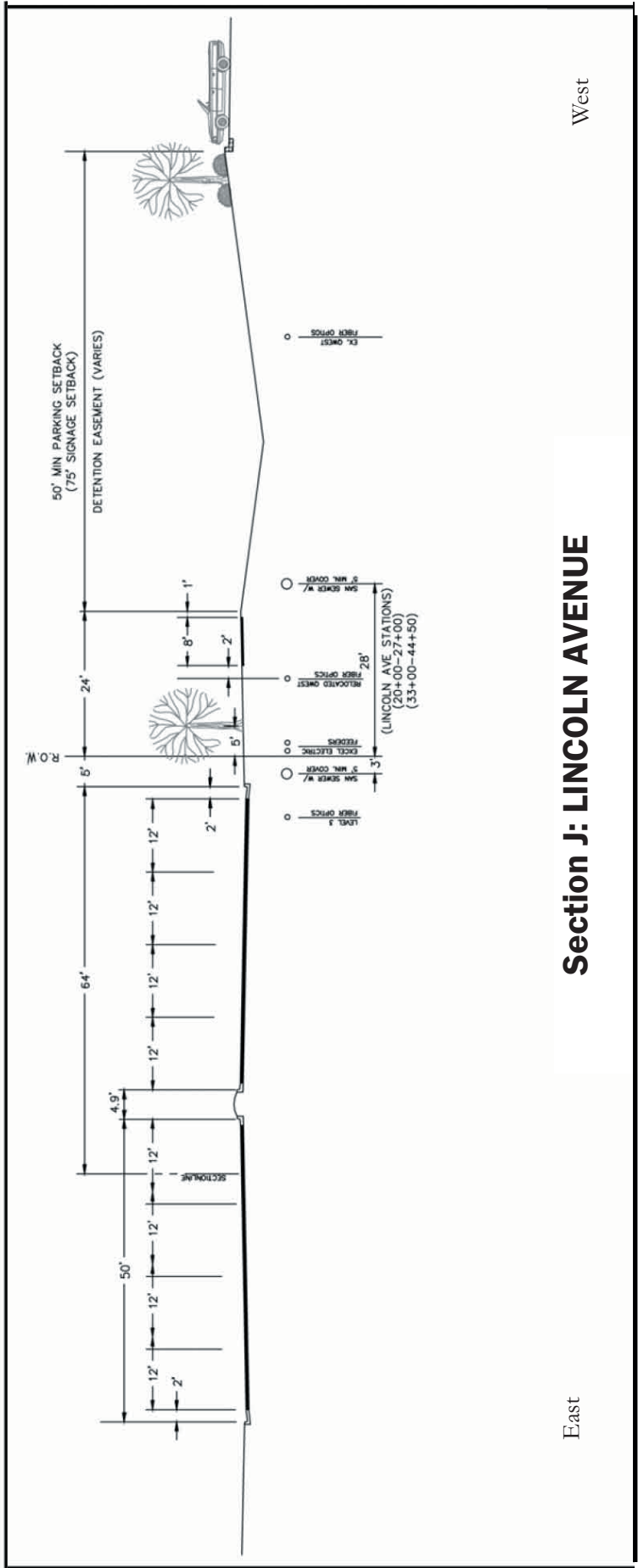
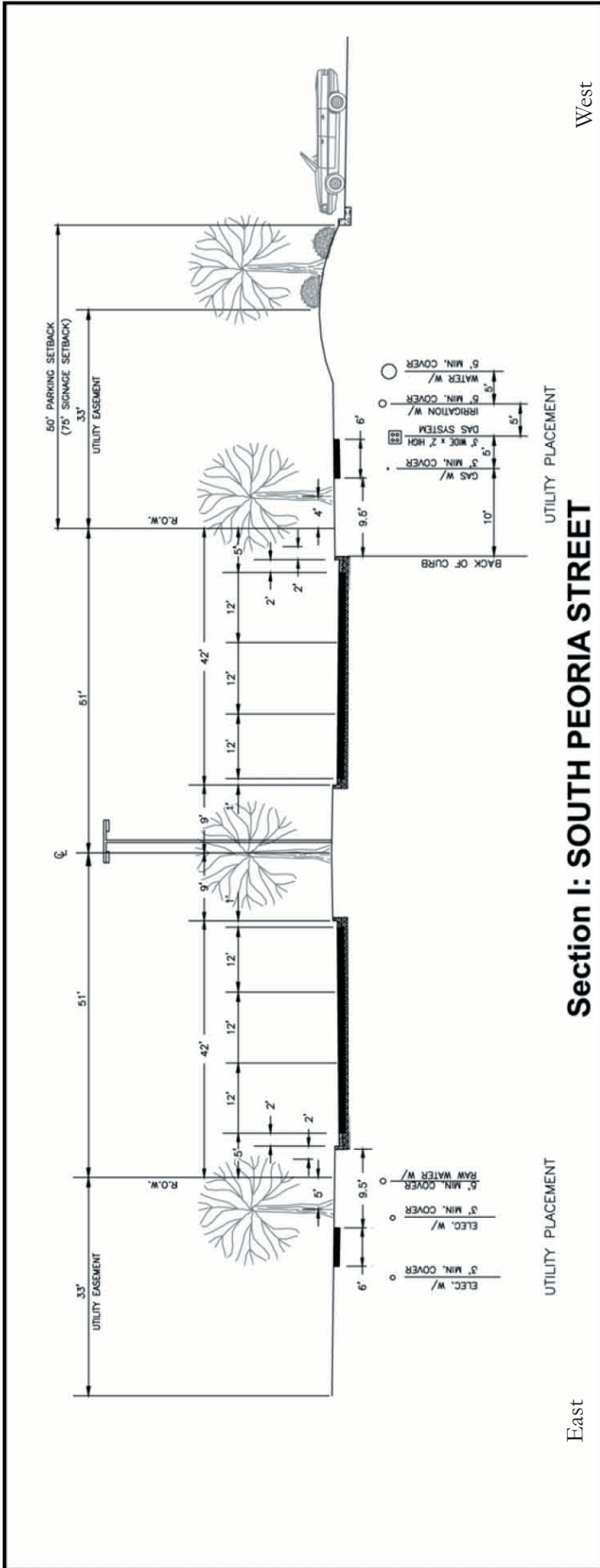












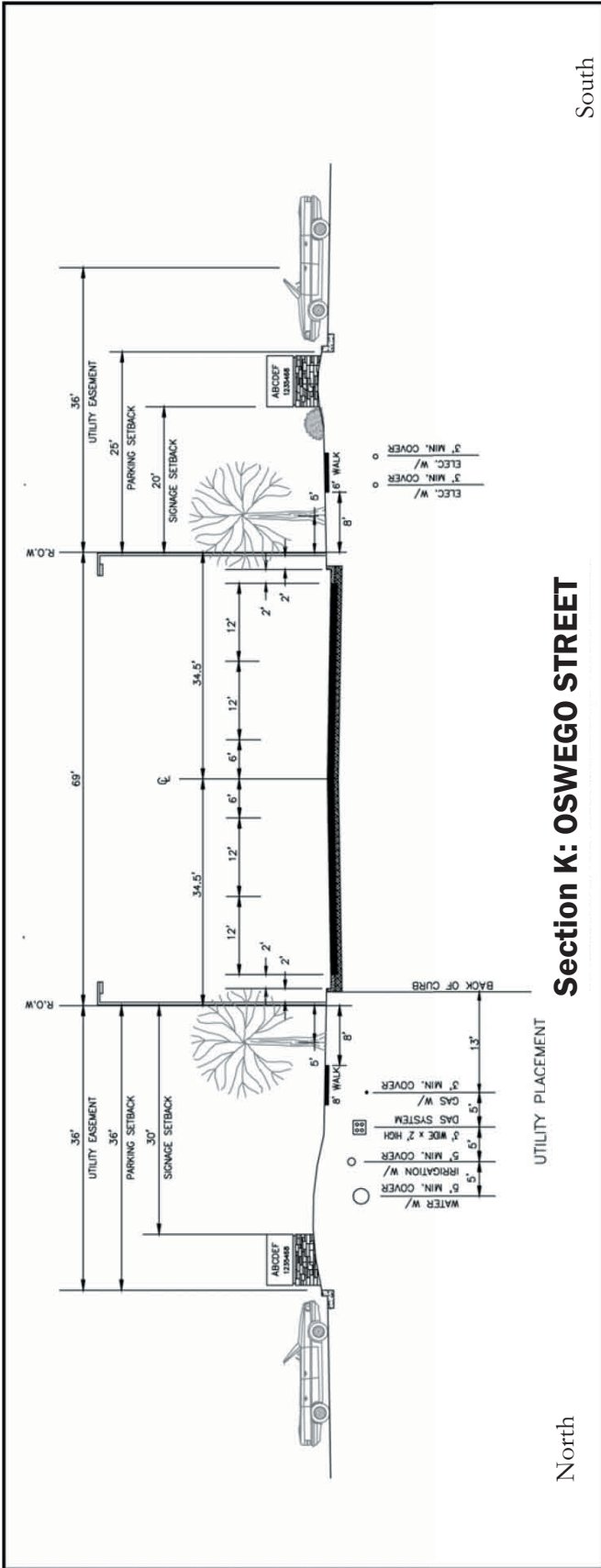
West

East

Section J: LINCOLN AVENUE

East

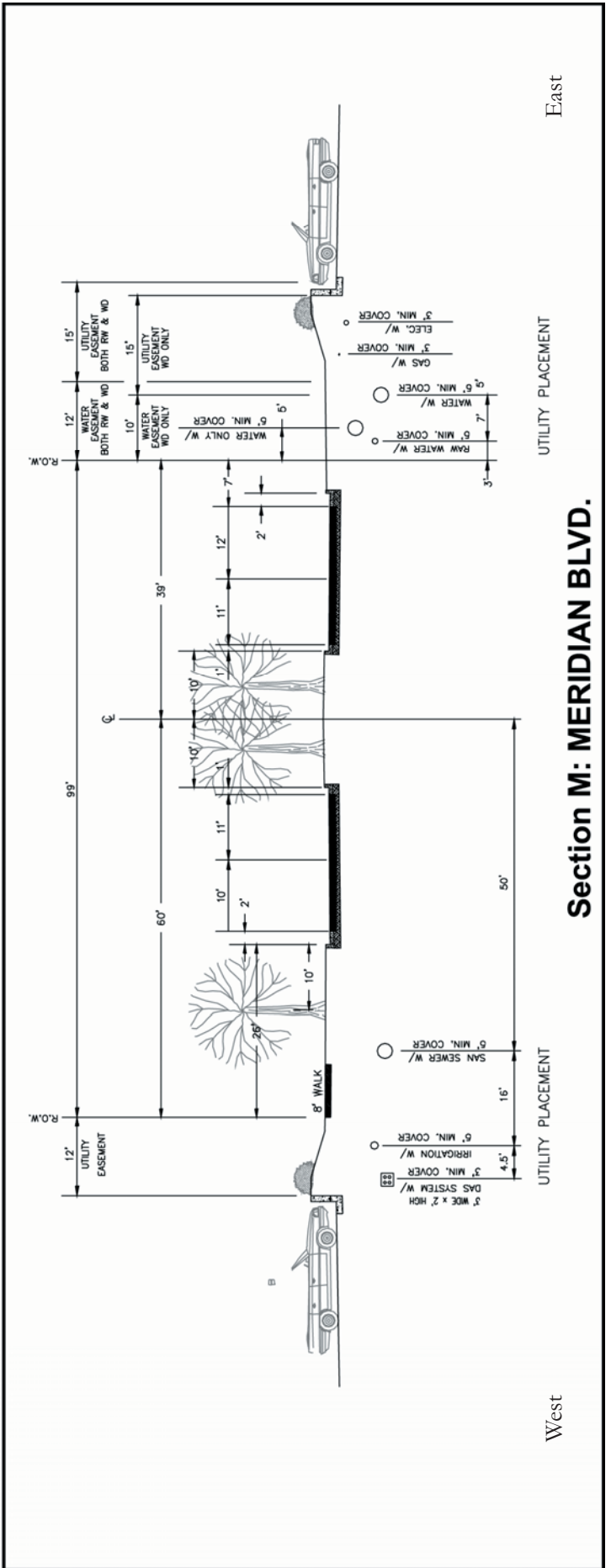
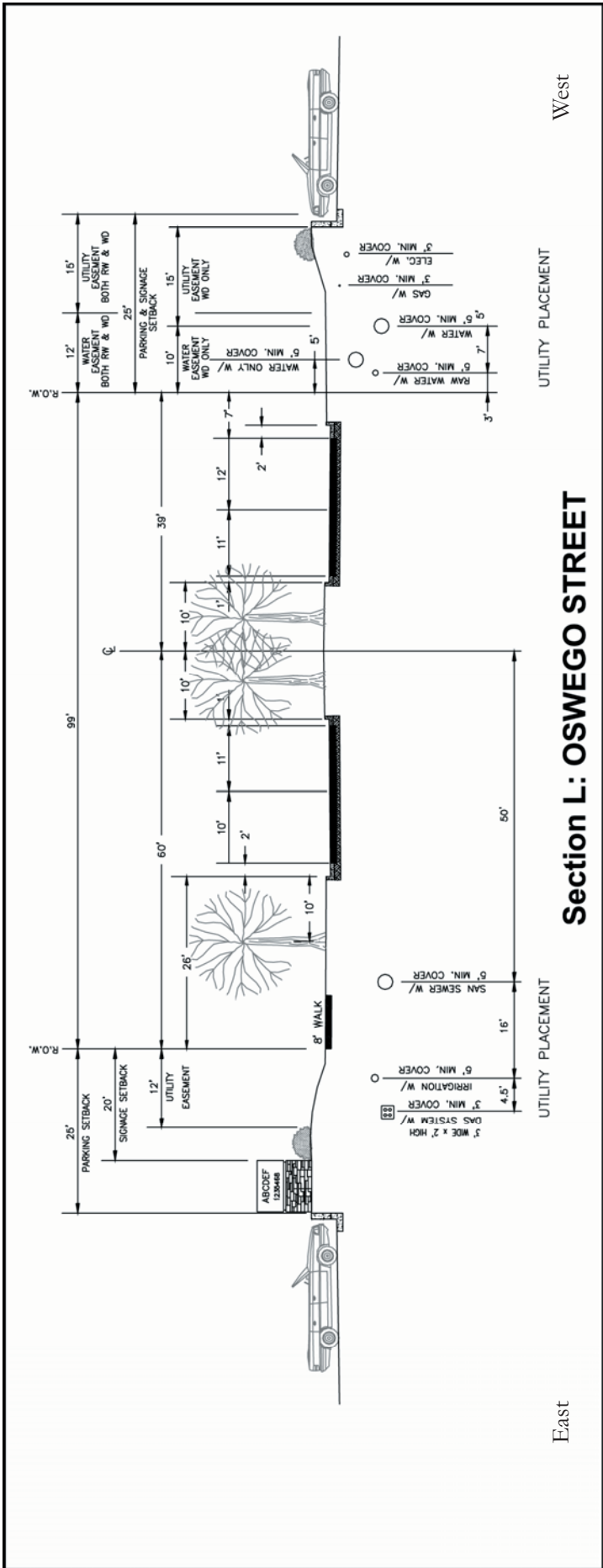
West



Section K: OSWEGO STREET

North

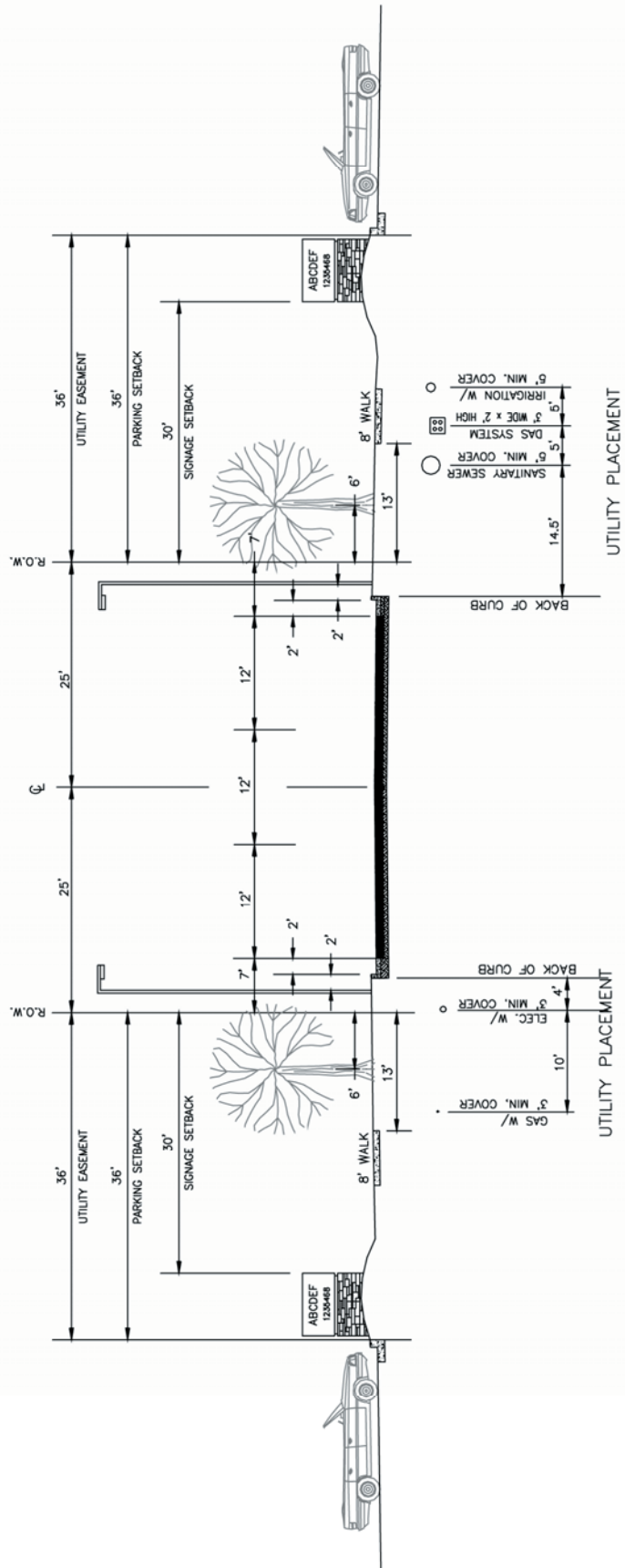
South

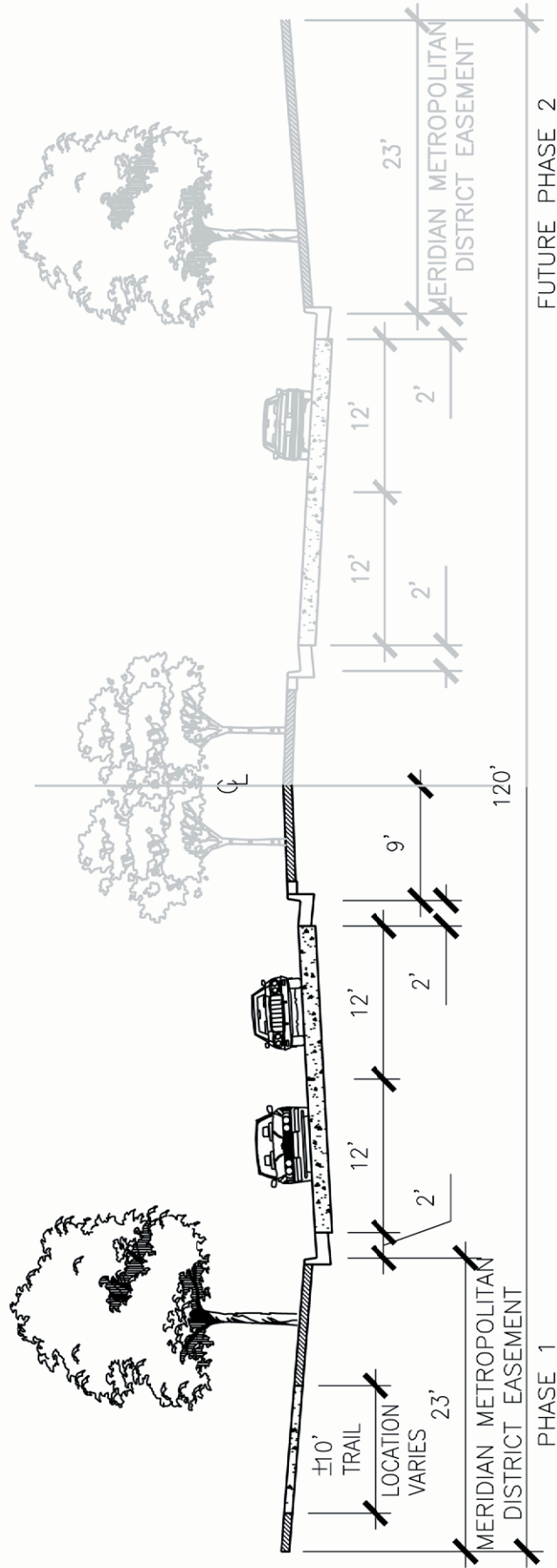


South

Section N: SAN LUIS STREET

North





TYPICAL SECTION THRU RESIDENTIAL

South

North

Section Q: WEST PARKER ROAD

Temporary Sign Details at Meridian

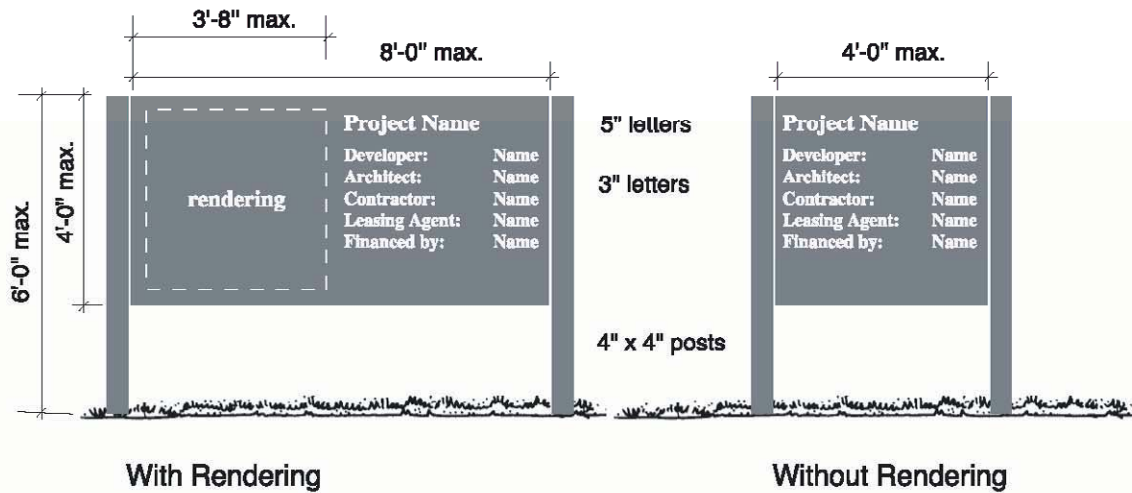
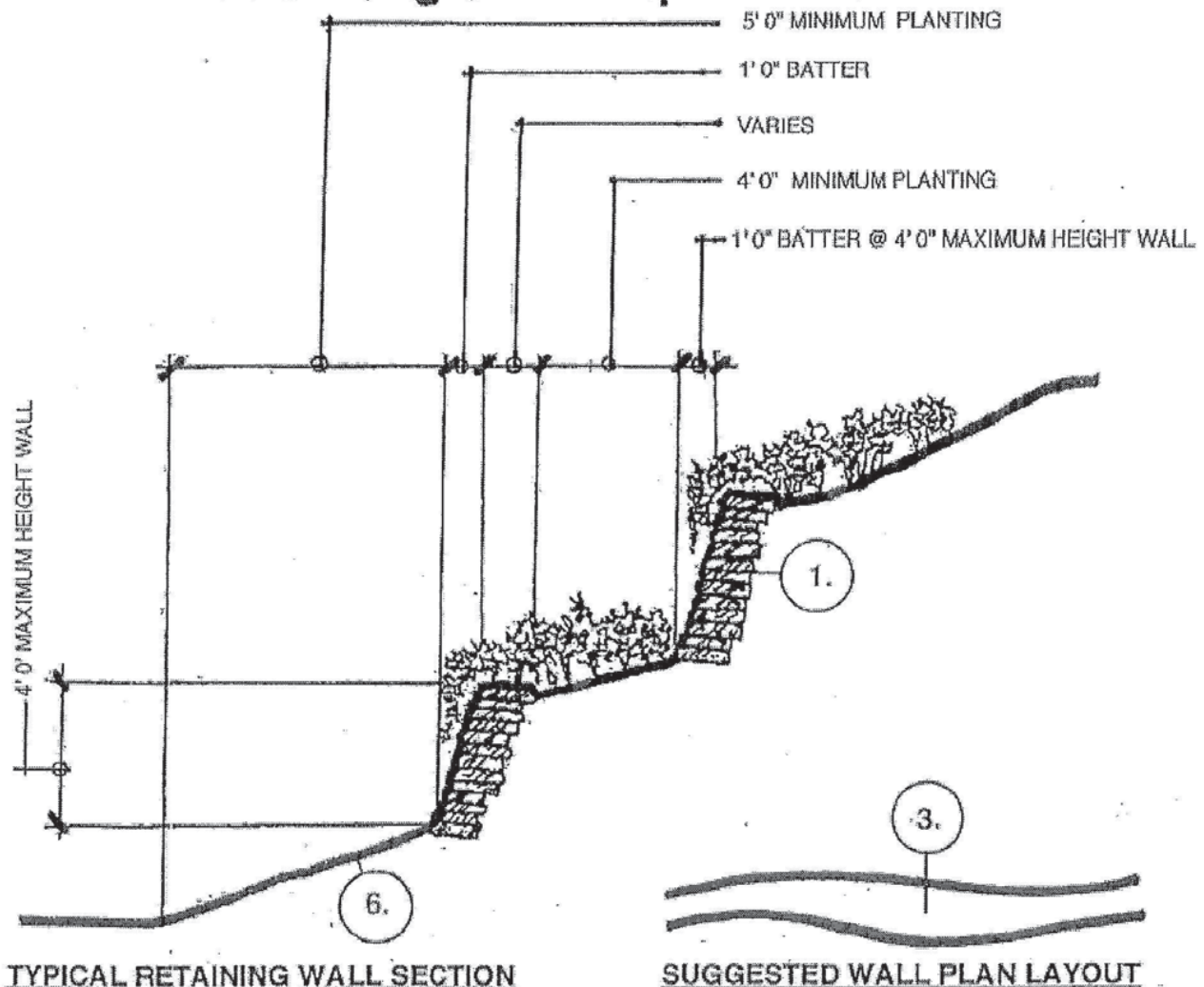


Figure 1: Project Announcement Sign



Figure 2: Leasing/For Sale Signs

Retaining Wall Requirements



TYPICAL RETAINING WALL SECTION

SUGGESTED WALL PLAN LAYOUT

NOTES

1. COLORADO BUFF SANDSTONE IN ASHLER PATTERN REQUIRED FOR ALL RETAINING WALLS. EXPOSED STRUCTURAL CMU WALLS NOT ALLOWED.
2. APPLICANT IS RESPONSIBLE FOR PROPER DRAINAGE SYSTEM AND STABLE SOILS CONDITIONS FOR STONE BEARING AT RETAINING WALLS.
3. FORM PLACES FOR TREES AND VERTICAL SHRUBS BETWEEN MULTIPLE WALLS, AVOID LONG LENGTHS OF PARALLEL WALLS.
4. IF AN APPLICANT WISHES TO USE A REINFORCED CONCRETE FOOTING AND STRUCTURAL BACKUP WALL AT A RETAINING WALL CONDITION, THE COMMITTEE WILL APPROVE THIS SYSTEM ONLY IF THE EXPOSED CONCRETE IS COMPLETELY COVERED WITH THE REQUIRED COLORADO BUFF SANDSTONE IN AN ASHLER PATTERN. IT WILL BE THE APPLICANT'S SOLE RESPONSIBILITY TO PROVIDE PROPER ENGINEERING DESIGN FOR THE CONCRETE FOOTINGS, BACKUP WALL AND DRAINAGE SYSTEM REQUIRED FOR THE FINISHED WALL.
5. VARY SPACES BETWEEN MULTIPLE WALLS TO CREATE INTERESTING PLACES FOR TREES AND VERTICAL SHRUBS
6. PLANTING AREA SLOPES:
 - 3:1 IS THE PREFERRED SLOPE
 - 2:1 IS AN ACCEPTABLE SLOPE, IF PROPER LANDSCAPE MATERIALS FOR STABILITY AND MAINTENANCE ARE SPECIFIED.

**Example Stone Facing Required for
Drainage Headwalls/Wingwalls**

