

CHAPTER V

DESIGN CRITERIA

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It is the objective of the Authority to set forth minimum standards of design criteria for development and construction of improvements on Airport properties not otherwise addressed by supplemental regulations contained herein. To that end, the Authority recommends adherence to the following guidelines so far as can be reasonably achieved in order to ensure development of consistently high quality and to protect and enhance the investment of those locating at the Airport. Without exception, design of any structure within the Airport properties shall conform with requirements contained in the Uniform Building Code, the edition of which is currently adopted by Arapahoe County, and the Uniform Fire Code, the edition of which is currently adopted by the South Metro Fire Protection District.

A. GOALS

The following goals form the basis for these Regulations:

1. Economic - Protection of property values and enhancement of investment;
2. Environmental - Protection to minimize adverse impacts on the natural environment;
3. Function - Maintenance of acceptable planning and engineering standards of facilities and sites, yet flexible to respond to changes in market demand;
4. Visual - Maintenance of variety, interest, and a high standard of architectural and landscape design.

B. APPLICATION

The criteria set forth in this chapter shall apply to all properties located within the Airport boundaries and are in addition to any other jurisdictional requirements including but not limited to Arapahoe County Building Codes, Federal Aviation Administration Regulations, and the provisions of these Regulations.

C. VARIANCE

The Authority may approve a variance to any provision of these Regulations in its sole and absolute discretion. Except any variance that would apply to public improvements to be maintained by Arapahoe County.

D. GENERAL DESIGN REQUIREMENTS

1. Codes

All construction, alteration, moving, demolition, repair, and use of any building or structure within a lot will be subject to the provisions of the appropriate Arapahoe County Building Code and any other applicable code or ordinance.

2. Site Grading and Drainage

In order to establish compatible grading and drainage relationships between buildings, parking, and adjacent properties and to control drainage and erosion:

- a. A site plan indicating proposed grading and drainage must be approved by the Authority before any construction is initiated.
- b. Any grades, beaus, channels, and swales should be an integral part of the grading and paved surface design.
- c. Paved area grades shall not exceed two percent slope and shall not be less than one-half of one percent slope.
- d. Drainage facilities and structures shall be designed to accommodate all storm water generated by the lot for a minimum five-year return period.

3. Erosion Prevention During Construction

Permanent and temporary erosion control measures for each parcel governed by this document will be designed, constructed and maintained in conformance with the latest addition of the Arapahoe County Storm Drainage Design and Technical Criteria.

The requirements for erosion and sediment control contained in the Arapahoe County Storm Drainage Design and Technical Criteria are included by reference.

In order to prevent loss of soil by water and wind erosion and to prevent dust nuisance to adjacent development:

- a. Practical combinations of the following technical principles should be used to provide effective erosion control.

- (1) Expose smallest practical area of cleared land during construction.
- (2) Provisions should be made to effectively accommodate the increased runoff caused by changed soil and surface conditions during and after development or construction.
- (3) The permanent surfacing and landscaping should be installed as soon as practicable during construction activities.
- (4) Temporary mulching should be used for imported fill subject to erosion during construction projects.
- (5) Water down at frequent intervals all areas creating excessive dust.

4. Lot Aesthetics

In order to create a compatible and continuous relationship between site landscape areas and the adjacent lots; to maintain a pleasant appearance in all areas not covered by building or parking; and to enhance the existing character of the lot:

- a. A landscape and irrigation layout covering the area not occupied by building structures or pavement must be submitted to the Authority.

Landscaping in accordance with the plans submitted must be installed before occupancy of the building. If seasonal conditions do not permit planting, interim erosion control must be approved by the Authority in writing.

- c. Plant materials must be approved by the Authority.
- d. All parking areas which front on a street should be screened by a landscaped berm of a maximum height of three feet as measured from the adjacent parking lot surface. Berm slopes must not exceed 2:1 with a three foot (3') wide flat crown.
- e. Landscaping within the public right of way shall conform to Arapahoe County Streetscape Guidelines.

5. Aircraft Accesses (Aviation Lease Area Parcels Only)

In order to allow for the efficient and safe operation of aircraft and to minimize conflicts of pedestrians and automobiles with aircraft operations:

- a. A forty (40) foot frontage apron minimum shall be required between the edge of the access taxiway and exterior wall of the hangar door.
- b. Where two hangars access a common taxiway, a forty (40) foot access taxiway shall be required between the two frontage aprons, edge to edge. Where a common access taxiway is possible, the Lessee will be required to provide (construct and lease) one-half of said access taxiway.
- c. Minimum setbacks from Side Lot Line to Utility Transformer or Meter shall be:
 - (1) No apron - ten (10) feet.
 - (2) With apron - forty (40) feet.
- d. No direct automobile or pedestrian access will be permitted to the apron or taxiway.

6. Buffers and Fences

In order to provide security and a visual buffer of unsightly areas such as storage and parking areas:

- a. No fence or wall of any kind shall be constructed unless specifically approved by the Authority in writing.
- b. Objects such as water towers, storage tanks, processing equipment, cooling towers, communications towers, vents, and any other structures or equipment shall be architecturally compatible or effectively shielded from view from any street and shall be approved, in writing, by the Authority before construction or erection of said structures or equipment.
- c. Screening fences and buffer areas shall be of a height at least equal to that of the material or equipment being stored.

7. Loading and Service

In order to provide a functional and aesthetically pleasing method of handling loading and service areas and vehicles:

- a. All loading and unloading of vehicles should be conducted on each lot.
- b. Loading areas, loading docks, parking areas, and service areas should be planned so that one use does not interfere with another.
- c. No loading docks or service areas shall be visible from the street. Use of a landscaped buffer is recommended.

8. Pedestrian Circulation

In order to allow for safe and convenient movement of pedestrians throughout the lot and improvements:

- a. Sidewalk - five (5) foot minimum width.
- b. Provide convenient pedestrian access from all parking areas to building entrances.

9. Exterior Lighting

In order to create a functional, pleasing, and coordinated relationship of lighting, signs, and plant material for aesthetics, security, and safety:

- a. A lighting plan describing the exterior illumination layout and fixture selection must be approved by the Authority in writing prior to construction.
- b. Lights shall not be placed to cause glare or excessive light spillage on neighboring sites.
- c. All parking lot and driveway lighting should provide relatively uniform illumination. Accent illumination is recommended at key points such as entrances, exits, loading zones, and drives.
- d. Concealed light sources are recommended.
- e. Security light sources shall be kept in operation all night.

- f. All exterior lighting shall be high pressure sodium fixtures.
- g. All exterior lighting fixtures shall direct light rays downward.
- h. Exterior lighting fixtures must be approved by the Authority.

10. Storage Areas

In order to shield stored materials from public view:

- a. No articles, goods, materials, machinery, equipment, plants, animals or similar items should be stored or kept in the open, or exposed to public view, within the area between building setback line and line along the street.
- b. No outside storage or operations (other than aircraft related) of any kind shall be permitted on any lot, unless such activity is visually screened from the street in a manner approved by the Authority. No outside storage shall extend above the top of such screening.
- c. Any article, good, or material to be stored other than in an enclosed, covered building shall be enclosed either with an architectural screen fence at least six feet in height or landscaped planting or both as directed and approved by the Authority.
- d. No storage shed or peripheral buildings other than the main building on each lot shall be permitted except during construction or as may be approved for special use.

11. Maintenance

In accordance with the Lease Agreement and in order to ensure that all facilities are maintained in a neat and orderly manner:

- a. Each Lessee shall maintain its buildings, landscaping, drives, parking lots, or other improvements located upon the lot in good and sufficient repair and shall keep such premises painted, lawns cut, shrubbery trimmed, windows glazed, and otherwise maintain the lot and improvements in an aesthetically pleasing and first-class manner.

- b. Any improvements, planting, driveway, or parking lot service which are damaged by the elements, by vehicles, fire, or any other cause shall be repaired as promptly as the extent of damage will permit.
- c. Buildings which are vacant for any reason shall be kept locked; windows shall be glazed in order to prevent entrance by vandals, and maintenance shall continue as if occupied.
- d. Grounds shall be maintained in a safe, clean, and neat condition free of rubbish and weeds. Lawns shall be kept in a mowed condition. Roads and pavements shall be kept true to line and grade and in good repair. Drainage gutters or basins shall be kept clean and free of any obstacles. Fences shall be maintained in good condition. Damage to plantings created by vandalism, automobile, or acts of nature shall be corrected within 30 days. Undeveloped areas for future use or expansion shall be maintained in a ground cover specified in the planting list and trimmed and mowed only as necessary to ensure a neat appearance. Irrigation of undeveloped areas is not required.

E. BUILDINGS

1. Buildings are limited to a height of 50 feet, unless restricted by location to a height lower than 50 feet, not including rooftop mechanical units, which shall be screened from view.
2. No building may penetrate any surface as defined in F.A.R. Part 77.
3. Exterior building materials must be compatible with adjacent buildings, and shall not affect aircraft operations. As a general rule, reflective glass and other materials will not be approved.
4. All exterior storage and service areas shall be screened by landscaping or architectural fencing. All trash shall be kept in enclosed, covered containers and screened from view.
5. No mobile home, temporary office, or storage shed shall be installed or maintained on a lot without specific written approval from the Authority for a specified period of time.
6. No building, or any use of a building, will be permitted on any lot that adversely affects any other lot, the Airport, or violates any law of the United States, the State of Colorado or any minimum standards set forth by the Airport.

7. Exterior lighting should be uniform, with accent illumination at entrances, exits, loading zones, etc., and direct light rays downward.

F. SETBACKS

In order to provide sufficient space between buildings to ensure adequate light and privacy for Lessee and to allow for functional uses and landscaping and to provide adequate space between buildings and streets to ensure privacy and sound control for Lessee and create an acceptable setting:

1. Minimum Building Setback Requirements from:
 - a. Street right-of-way: 30 feet minimum.
 - b. Side Lot Line: 25 feet, or as specified by Fire Code.
 - c. Structures located on the south side of streets or highways may be required to provide additional building setbacks, depending on structure height, to allow necessary snow and ice melt from adjacent streets and sidewalks.
2. Parking Area Setback Requirements from:
 - a. Street right-of-way: 10 feet landscaped and bermed as required.
 - b. Side Lot Line: 5 feet.
 - c. Buildings: 5 feet sidewalk or landscaped area.
3. The entire parking setback area adjacent to any street shall be landscaped except that portion used for pedestrian access and access driveways.
 - a. Street right-of-way to Building - 30 feet
 - b. Street right-of-way to Parking Area - 10 feet Use of a screening berm is recommended, where possible.
 - c. Side Lot Line to Building - 25 feet, or as required by Fire Code.
4. Side Lot Line to Parking Area - 5 feet
(not applicable if adjacent lots have a contiguous parking area)
5. Street right-of-way to Utility Transformer or Meter - 5 feet
6. Side Lot Line to Utility Transformer or Meter
 - a. No apron - 10 feet

- b. With apron - 40 feet

G. PARKING

In order to allow for safe and convenient movement of motor vehicles and to provide as much as practical for landscaping within parking areas to soften visual impact, Parking will be permitted only in paved designated parking areas, unless otherwise approved in writing by the Authority, and will be constructed to meet the following criteria:

1. Number of Parking Stalls: Shall be as required to park the automobiles of all users of any Building and consistent with requirements set forth by the Airport's Minimum Standards and these Regulations. Minimum number of parking spaces shall be calculated as follows unless additional spaces are deemed necessary by the Authority in order to accommodate an intended use:

GUIDELINES FOR OFF-STREET PARKING BY LAND USE AND EQUIVALENCY UNIT

LAND USE	EQUIVALENCY UNIT	RECOMMENDED SPACES
Arcade, Gameroom	300 square feet of gross floor area	1
Automobile Service or Repair	200 square feet of gross floor area	1
Bar, Tavern, Nightclub	100 square feet of gross floor area	1
Barber shop/Beauty Salon	Chair or Station	1.5
Bowling Alley/Pool Hall	Lane, Table	4, 2
Car Wash	Bay or Stall	1
Day Care Center	400 square feet of gross floor area	1
Golf Course	Hole	4
Golf Driving Range	Tee	1
Health Club	150 square feet of gross floor area	1

**GUIDELINES FOR OFF-STREET PARKING
BY LAND USE AND EQUIVALENCY UNIT**

LAND USE	EQUIVALENCY UNIT	RECOMMENDED SPACES
Hangar (Commercial)	330 square feet of gross floor area	1
Hangar (Non-Commercial)	1000 square feet of gross floor area and may not be used for commercial use.	1
Hotels and Motels	Room & employee	1 + 0.50
Lumber yard, Nursery	600 square feet of gross floor area plus 1,000 square feet of outdoor area devoted to display/storage.	1 plus 1
Manufacturing	750 square feet of gross floor area	1
Medical & Dental Offices	1,000 square feet of gross floor area	4
Miniature Golf	Hole	1
Office, Banks, Business and Professional Services	330 square feet of gross floor area	1
Race Track	4 seats	1
Restaurants	Seat	0.33
Retail, general (i.e., department store, market, etc.), Convenience, Goods, Personal Service & Repair	300 square feet of gross floor area	1
Retail, Furniture, Appliance or Building Supply	600 square feet of gross floor area	1
Shooting Range	Firing Line Position	1
Skating Rink	150 square feet of gross floor area	1
Tennis, Handball, Racquetball or Volleyball Facility	Court	3

LAND USE	EQUIVALENCY UNIT	RECOMMENDED SPACES
Veterinary Clinics	200 square feet of gross floor area	1
Warehouse	1,000 square feet of gross floor area	1

2. Minimum Parking Stall Dimensions: (See Table Below).

MINIMUM PARKING STALL DIMENSIONS

PARKING ANGLE	STALL WIDTH	STALL LENGTH	 AISLE WIDTH
90°	Full-Size Auto - 9'-0" Compact Auto - 8'-0"	Full-Size Auto - 19'-0" Compact Auto - 17'-0"	25'-0" (2 way)
Parallel	Full-Size Auto - 15'-0" Compact Auto - 14'-0"	Full-Size Auto - 23'-0" Compact Auto - 21'-0"	20'-0" (2 way)
45°	Full-Size Auto - 9'-0" Compact Auto - 8'-0"	Full-Size Auto - 20'-0" Compact Auto - 18'-0"	16'-0" (1 way)
60°	Full-Size Auto - 9'-0" Compact Auto - 8'-0"	Full-Size Auto - 22'-0" Compact Auto - 20'-0"	15'-0" (1 way)
Handicap Stall w/ramp	12'-0"	18'-0"	25'-0" (2 way)

The stall width shall be measured perpendicular to the direction of the stall and the stall length measured perpendicular to the direction of the aisle. Where there is a common driveway aisle, the Lessee will be required to lease and construct one-half of the aisle.

3. Parking Ratios:

- a. Ratio of full-size spaces to compact car spaces = 60% full size and 40% compact.

b. Handicapped parking spaces shall be provided as follows:

<u>Number of Parking Spaces Provided</u>	<u>Number of Handicapped Spaces Required</u>
1 - 24	0
25 - 74	1
75 - 99	2
100 - 199	3
200 - 299	4
300 - 399	5
400 and above	6 plus 1 for each 200 additional parking spaces provided.

Each handicapped space shall be designated by a sign showing the international disabled symbol of a wheelchair. Each sign shall be no smaller than one foot by one foot and shall be located at the end of the space at a height no greater than four feet. The sign may either be wall mounted or freestanding. Handicapped spaces shall be located so as to provide convenient access to a primary accessible building entrance unobstructed by curbs or other obstacles to wheelchairs.

4. Lessee shall be responsible for compliance by its respective employees and visitors.
5. Parking will neither be permitted on any street nor parking setback areas.
6. All parking shall be visually screened as much as practicable from roadways by appropriate landscaping. All parking areas which are situated along the Street should be screened by a landscaped berm with a maximum height of three feet measured from the adjacent parking surface area. Retaining walls should be used on the parking area side of the berms where berms are less than 15 feet in width. Berm slopes must not exceed 2:1 with a three foot wide flat crown.
7. Landscaping islands should be provided at intervals of ten (10) parking spaces.
8. A poured-in-place concrete curb shall be provided at the perimeter of planted areas within parking lots to prevent vehicular intrusion. Curbs should be continuous.

9. An access driveway (20 feet wide minimum) shall be provided and maintained between each automobile parking area and the street and between parking areas.
10. All parking spaces must be designated by painted lines or other approved methods.

H. UTILITIES

All utility improvements shall conform to the appropriate agency requirements. Lessee shall provide space for required utility easements, and prepare appropriate grantor documents for Authority signature. The Lessee is responsible for the maintenance of all utility lines to their facility, and for keeping all shutoffs accessible for immediate use. All utilities installed within a public right of way must be approved and permitted by the Arapahoe County DOHE.

1. In order to provide for the construction and maintenance of necessary utilities serving developed areas, Lessee shall:
 - a. Provide utility easements as required.
 - b. Install all utility lines underground. No pipe, conduit, cable, line for water, gas, sewage, drainage, steam, electricity, or any other energy or service shall be installed or maintained upon any lot (outside of any building) above the surface of the ground, except for hoses, movable pipes used for irrigation or other purposes during construction, or transformers.
 - c. Co-locate transformers with utility meters where possible and screen with vegetation.
 - d. A water meter shall be installed by Authority for each Lessee at Lessee's expense.
2. Waterline Reimbursement Fee: If any entity desires to construct a facility on the East ramp (areas Foxtrot, Golf or Hotel) and the facility utilizes the water line constructed along the Northern edge of the existing outer taxiway, the entity shall reimburse the Airport Authority on the pro rate share of \$20.00 per linear foot of frontage along the line based on centerline to centerline of the adjacent hangar taxiways. This unit cost is associated with the Airport Authority expenditure for asphalt removal and replacement for the waterline. For all hangars constructed at the south end of the existing hangars, this frontage is determined to be 125 feet, for a reimbursement fee of \$2,500.00. For other construction, the Airport

Authority shall calculate the reimbursement. This reimbursement fee shall be over and above (and separated from) any fees required by the Arapahoe County Water and Wastewater Authority.

3. Tie Down Substitution Fee: If the FBO desires to enter into sublease agreements or other arrangements for hangar or non-aeronautical construction on a parcel designated as "Paved Tiedown" on the current Lease Parcel Map, and the following criteria are met:
 - a. FBO is paying a basic land rent of \$0.10 per square foot or less for the parcel; and
 - b. The new construction does not qualify for the 3% improvement construction fee.

The FBO will enter into a lease agreement or other arrangement with the Airport Authority, which pays the Authority the same fee as if the tiedowns were rented. The number of tiedowns used to calculate the fee will be based on the configuration of the area relative to future restrictions shown on the current Airport Layout Plan.

I. LANDSCAPING

The non-building area of a lot that is not paved shall be landscaped according to a landscaping plan approved by the Authority in writing. The Lessee is responsible for landscape maintenance.

J. SIDEWALKS

Sidewalks will be installed as shown on the approved final plan submittal, and may be either attached or detached. Minimum sidewalk width is five feet.

K. SIGNAGE

These criteria are provided in order to provide suitable graphics for business identification; communicate information in a straightforward and aesthetically pleasing manner; and establish a compatible relationship between sign structures and the natural environment and the overall design character of a lot. The signage portion of these guidelines is intended to achieve a compatible balance of good taste, adequate business identification, uniformity, and individual image, while at the same time improving the safety and efficiency of vehicular traffic. Only the general parameters are addressed. All

signage must be specifically approved by the Authority, either in conjunction with the Development Plan, or as the result of an individual request.

Traffic signs within a public right of way must conform to the Manual On Uniform Traffic Control Devices (MUTCD) and be approved by resolution of the Board of County Commissioners.

1. General

- a. All existing signs are considered approved if they met the requirements of the guidelines in effect at the time of construction.
- b. The Airport Directory Sign will be designed and constructed by the Authority.
- c. Streetside identification signs shall be an approximate 4:1 horizontal rectangle and not exceed 6.5 square feet. Minimum setback from back of the curb is three feet, and the top of the sign shall not exceed six feet from the top of the curb.
- d. No signs shall be located closer than three feet to any lot line.
- e. Wall signs shall not comprise more than five percent of the area of the elevation upon which the sign is located. Wall signs shall be fixture signs; signs painted directly on the surface of the wall or projecting more than 12 inches shall not be permitted.
- f. No more than three directional signs, (or as approved by the Authority in cases of large lots) will be permitted on any lot at any one time. Directional signs can be used to give directions to traffic or pedestrians or give special instructions.
- g. Identification signs are restricted to advertising only the Lessee located on the lot.

2. Business Signs

- a. Fixed Base Operators (FBOs), by virtue of their airside activity, will be allowed to advertise the brand of fuel product they sell, as well as their business name. These signs may be double faced. Existing airside signs are approved as constructed. FBOs shall request in writing any changes or revisions to the airside signs, and the Authority will review and approve

on an individual basis. The Authority will strive to promote equity, while at the same time maintain the integrity of the sign code.

- b. Individual businesses other than FBOs who deal primarily with transient aircraft and/or infrequent visitors to the Airport may have an identification sign on the sides of their buildings, or a free-standing sign located in the landscaped areas between the aircraft/auto parking and the building. Free-standing signs will not exceed 4'x8', with the top of sign no higher than six feet from the ground. Logo type signs will not exceed 32 square feet. Individual letters of name only signs will not exceed two feet in height. Signs may be lit either internally or by external lights, but in no case will they interfere with aircraft operation and/or control.
- c. Entire buildings may have an identification sign located in the landscaped area between the parking area and the building. These signs shall not exceed 4' x 8' (6' x 8' with base) nor be more than six feet high. Decorative logos may also be included in the entrance way decor.
- d. Lessees who utilize an entrance other than the main entrance to a building may have a business identification sign, not to exceed six square feet either on or adjacent to their entrance door.
- e. Lessees who have an entire office/hangar within a building may have a business identification sign either on the door, adjacent to the door in the entrance way, the closest window, or on the wall between the window and the entrance way. The specific shape and size of the sign will be determined at the time of individual request, but in no case will the sign exceed 12 square feet or extend higher than the entrance door. Only the sign on the wall may be lighted internally. Indirect lighting may also be used.

3. Building Directory Signs

Building Directory Signs shall be located inside the entrance door. The menu board style directory is recommended, but the specific style is left to the discretion of the building owner.

4. Parking Signs

Directional signs to parking areas will be in accordance with the Airport's Minimum Standards and consistent with these Regulations. Individual, visitor and handicap spaces may be identified by a standard sign, with the top not to

exceed four feet above ground. Wherever possible, No Parking Zones should be denoted by a yellow painted curb.

5. Address Signs

All individual addressees may have street numbers (and street name) in the close proximity of the main entrance. Numbers should contrast with the background and be four to seven inches high.

6. Emergency Signs

Signage for emergency service vehicles and facilities will be determined by the Authority, and reviewed by the South Metro Fire Protection District.

7. Temporary Signage

Temporary signage may be approved by the Authority in specific cases. Applicants shall request such signage in writing and provide a sketch of the sign, location map and desired time frame. All Authority approvals will be in writing.

8. Project Identification Signs

Project identification signs may be installed during construction, and up to 30 days following issuance of the certificate of occupancy. Signage is limited to the side of the construction office plus one free-standing sign not to exceed 4'x8' and maximum of six feet high. Signs may include leasing information, except for prices.

9. Miscellaneous Signs

Miscellaneous signage not included in these guidelines shall be approved by the Authority on an individual basis in writing.

10. Vacated Property

Signs pertaining to activities or occupants no longer using the property are to be removed within 30 days of vacating the property. After that time, the Authority may remove the sign.

11. Prohibited Signs

The following signs are specifically prohibited:

- a. Neon signage, either on building walls, in windows, or located inside the building so that it can be seen from the street.
- b. Moving or flashing signs or lights.
- c. Rooftop signs.
- d. Electronic message boards used for advertising.
- e. Any sign not considered by the Authority to be in good taste.
- f. Any sign advertising a product (except FBO fuel), services, job openings, lease space, etc.