

Mountain View County COMMERCIAL AND INDUSTRIAL DESIGN GUIDELINES



Mountain View
COUNTY

Building Rural Better

This page is intentionally left blank

Table of Contents

Section 1. Applicability and Interpretation.....	1
1.1 Definitions and Interpretation	2
1.2 General Design Guidelines and Site Specific Design Guidelines.....	31
1.3 Design Review	33
Section 2. Commercial and Industrial Development Typologies.....	35
2.1 Office Commercial Development Typology	35
2.2 Large Format Commercial Development Typology	37
2.3 Car and Farm Implement Dealership Development Typology.....	38
2.4 Distribution Centre Development Typology	39
2.5 Manufacturing Development Typology	40
2.6 Rural Examples of Development Typologies	41
Section 3. Site Planning.....	43
3.1 Preservation of Natural Areas	43
3.2 Building Placement	43
3.3 Sustainable Design	44
Section 4. Design, Character and Appearance of Buildings	48
4.1 Massing and Scale	48
4.2 Architectural Treatment of Building	49
4.3 Exterior Lighting.....	50
Section 5. Parking and Loading.....	52
5.1 Design of Parking and Loading Areas	52
5.2 Design of Off-Street Loading Areas	52
5.3 Vehicular-Oriented Uses Developments	53
5.4 Parking Spaces and Loading Zones for Vehicles Used by Physically Disabled Persons	54
5.5 Screening Requirements for Parking and Storage	54
Section 6. Landscaping	58
6.1 Landscaping Standards	58
6.2 Planting Standards.....	58

Section 7. Signs	60
7.1 Awning and Canopy Signs.....	60
7.2 Fascia Signs.....	60
7.3 Painted Wall Signs.....	61
7.4 Freestanding Signs.....	61
7.5 Pylon Signs.....	61
7.6 Projecting Signs.....	62
7.7 Wall Signs	62
7.8 Portable and Inflatable Signs	62
7.9 Gateway and Directional Signs within Private Properties.....	63
7.10 Illumination Provisions.....	63
Section 8. Site Specific Design Guidelines	64
8.1 Highways and Collector Roads Entranceways.....	64

Appendix

Development Permit Application Design Review Checklist

Section 1. Applicability and Interpretation

PREAMBLE

The purpose of the Design Guidelines is to guide both public and private interests engaged in new development projects or redevelopment projects to achieve high quality and functional design.

Objectives:

- Improving the appearance and quality of new industrial and commercial development throughout the County, especially along high-visibility highways and County roads.
- Creating attractive environments for businesses, thereby complimenting the County's economic development efforts, and attract new developments.
- encouraging forethought and consideration of proposed developments' external relationships to surrounding uses and landowners, as well as their internal context within the site

The Design Guidelines can be applied to all new commercial and industrial development within business parks and local commercial uses located within 800.0 meters along major highways in the County. [These guidelines do not apply to residential uses.]

These guidelines are flexible and provide a framework of design options. They lay out a set of standards that together define the minimum quality of development which is consistent with the image desired by Mountain View County.

The Approving Authority may apply the Design Guidelines as a condition of development permit when approving Permitted and/or Discretionary uses. Section 1.2 describes in detail how these Design Guidelines will be implemented.

Area of Application:

These guidelines apply to new industrial and commercial developments located in the following districts:

- C-LC Local Commercial District
- C-HC Highway Commercial District
- I-BP Business Park District
- I-HI Heavy Industrial District
- S-IEC Institutional, Educational, and Cultural District
- A-AP Airport District

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

1.1 Definitions and Interpretation

Those terms and words in this procedure, which are defined in the *Act*, have the same meaning as expressed in the *Act*. Where words or terminology do not appear, technical officers shall utilize and administer this procedure in accordance with *The Zoning Dictionary, Millennium Edition 1999* as published by Lehman and Associates.

Individual uses with common functional or physical impacts or characteristics have been grouped into use class definitions. These use classes define the range of uses that are either permitted or discretionary within Bylaw No. 10/10 which shall be interpreted as follows:

- a) typical uses listed in a use class definition as examples are not intended to be exclusive or restrictive; and
- b) where a specific use does not conform to any use class definition or generally conforms to the wording of two (2) or more use class definitions, the Approving Authority will determine the most appropriate use class based on purpose and character of the proposed development. In such a case, the use will be considered a discretionary use.

Words, terms, and phrases, wherever they occur in this procedure, shall have the meaning assigned to them as defined in the following:



ABATTOIR means the use of land or building in which animals are slaughtered and may include the packing, treating, storing and sale of the product.

ACCESS means the way of approaching or entering a parcel.

ACCESSORY BUILDING means a separate, stand-alone building or structure, the use of which is incidental and subordinate to the principal building on the same parcel. Accessory buildings may include detached garages, carports, garden sheds, gazebos and other similar buildings or structures.

ACCESSORY USE means a use or development customarily incidental and subordinate to the principal use of land or building, but in no instance shall be used as a dwelling, and is located on the same parcel as the principal use or building.

ACT means the *Municipal Government Act* being the Revised Statutes of Alberta, 2000, Chapter M-26.1 and amendments thereto.

ADJACENT LAND means land or a portion of land that is adjoining to the parcel of land that is subject to a development application and/or subdivision application and includes land or a portion of land that would be contiguous if not for a public roadway, primary highway, river or stream, or reserve parcel.

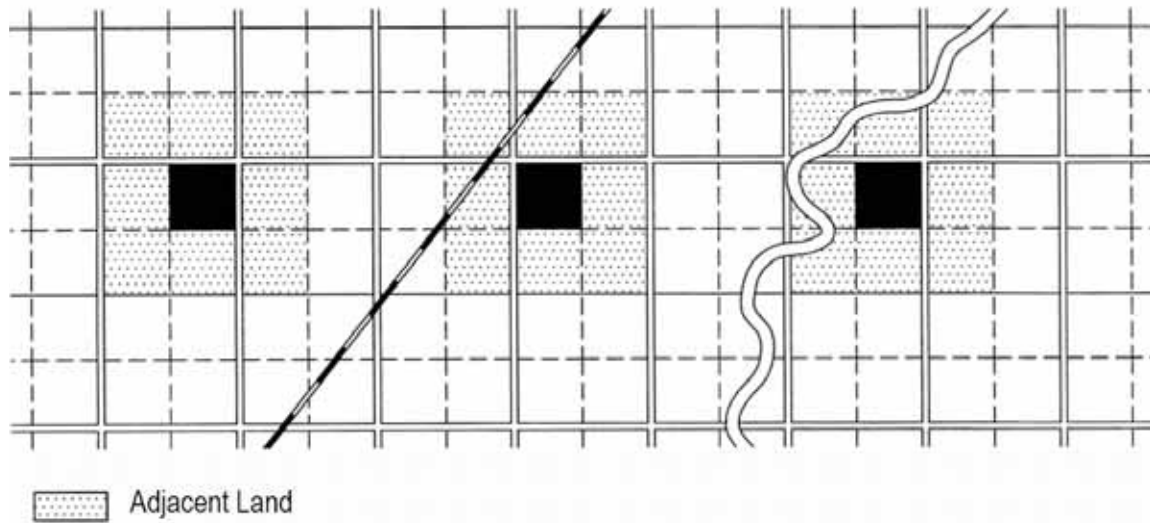


Illustration 2.5-1 – Adjacent Land

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

AERODROME means any area of land, water (including the frozen surface thereof) or other supporting surface used or designed, prepared, equipped or set apart for use either in whole or in part for the arrival and departure, movement or servicing of aircraft and includes any buildings, installations and equipment in connection therewith.

AGRICULTURAL PROCESSING means the use of land or buildings for those processing activities of an agricultural nature such as a cheese plant, distillery, brewery, winery, meat processing facility, seed cleaning plant (drying and milling) and similar agriculture processing uses.

AGRICULTURAL SPECIALTY means the use of agricultural land to produce non-plant products on site. Such specialties may be (but are not limited to) beekeeping, game farms, fish hatcheries, worm farms, apiary and aquaculture.

For the purposes of this Policy, if the product is produced off-site and then imported to the site for the purposes of retailing, then it shall be classified as a Subsidiary Occupation and considered a discretionary use, thereby requiring a development permit.

AGRICULTURAL SUPPORT SERVICES means development providing products or services directly related to the agricultural industry. Without restricting the generality of the foregoing, this shall include such facilities as grain elevators, feed mills, bulk fertilizer distribution plants, bulk agricultural chemical distribution plants, bulk fuel plants, farm implement dealerships (not including automotive, equipment and vehicle services), and crop spraying.

AGRICULTURE, EXTENSIVE means a system of tillage including the associated clearing of land for agricultural production purposes, which depends upon large areas of land for the raising of crops or raising of livestock. Extensive agricultural uses include buildings and other structures incidental to farming as well as farm related uses.

AIRPORT means

- a) any area of land or other supporting surface used or intended to be used whether in whole or in part for the arrival and departure or servicing of aircraft, and

- b) includes any building, installation, airstrip, or equipment in connection therewith, for which an airport license has been issued by the Ministry of Transport.

AMATEUR ANTENNA means an installation consisting of an antenna or antenna array, mounted on a metal tower or support structure, designed for the purpose of the reception and transmission of radio signals by private, federally licensed amateur radio operators.

AMUSEMENT AND ENTERTAINMENT SERVICES means those developments, having a room, area or building used indoors or outdoors for the purpose of providing entertainment and amusement to patrons on a commercial fee for admission/service basis. Typical uses and facilities would include go-cart tracks, carnivals (variety of shows, games and amusement rides), circuses, table or electronic games establishments, amusement theme parks and drive-in motion picture theatres. This use class includes temporary and seasonal events.

ANIMAL HEALTH CARE SERVICES means a development such as a hospital or shelter used for the temporary accommodation, treatment or impoundment of animals. This use class would include pet clinics, animal veterinary clinics and veterinary offices.

APPLICANT means the registered owner of the land or his or her representative or agent certified as such.

APPROVING AUTHORITY means, as established pursuant to the *Act*, that person(s) defined by the *Development Authority Bylaw of Mountain View County* and Subsection 3.1.2. of this Policy.

AREA STRUCTURE PLAN means a statutory plan prepared pursuant to Section 634 of the *Municipal Government Act*, that applies to a ¼ section or more of land that provides a framework for more detailed subdivision and development. Staging of development, land uses, densities and infrastructure matters must be considered. The area structure plan is adopted by Bylaw.

AUCTIONEERING SERVICES, LIVESTOCK means development specifically intended for the auctioneering of livestock, goods, equipment including temporary storage of such goods and may include the temporary holding of the livestock. This use class does not include on-site slaughtering such as an abattoir or one time on-site estate auction sales.

AUCTIONEERING SERVICES, NO LIVESTOCK means those developments specifically intended for the auctioning of goods and equipment, including temporary storage of such goods and equipment. This use class does not include livestock auction marts or one-time on-site estate auction sales.

AUCTIONEERING SERVICES, ON SITE means the one-time auctioning of goods, equipment, and livestock.

AUTOMOTIVE, EQUIPMENT AND VEHICLE SERVICES means development used for the rental, lease, sale, storage, service, restoration, inspection and/or mechanical repair of automobiles, trucks, trailers, motorcycles, snowmobiles, motor homes, tent trailers, boats, travel trailers or similar light recreational vehicles. Uses and facilities would also include transmission shops, muffler shops, autobody paint and repair facilities, highway service stations and fleet services involving vehicles for the delivery of people, goods or services. This use class does not include bulk fuel depots.

AUTO WRECKERS means the development or use of land for the dismantling or disassembling of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked vehicles, or their parts.



BARS AND NEIGHBOURHOOD PUBS means development where the primary purpose of the facility is the sale of alcoholic beverages to the public, for consumption within the premises or off the site. This use class typically has a limited menu and minors are prohibited from patronizing the establishment during at least some portion of the hours of operation. Typical uses include neighbourhood pubs, bars, beverage rooms, and cocktail lounges.

BARELAND CONDOMINIUM means a condominium in which the units are defined in relation to the land rather than in relation to a structure, created specifically through subdivision and registered as a condominium plan in accordance with the *Condominium Property Act*, RSA 2000, c. C-22.

BARELAND CONDOMINIUM UNIT means a bareland unit as defined in the *Condominium Property Act*, RSA 2000, c. C-22.

BED AND BREAKFAST means a single detached dwelling that is occupied as a residence by an owner or tenant where, as an ancillary activity, temporary lodging or sleeping accommodation of no more than four (4) guest rooms are provided with a breakfast meal to members of the travelling public for remuneration. This use shall be subordinate to the principal use of the dwelling as a residence.

BOARDING HOUSE means a development consisting of a building containing no more than four (4) sleeping units where lodging or sleeping accommodation, with or without meals, is provided for remuneration. This use class does not include group homes.

BREEDING AND BOARDING SERVICES means a commercial development for the breeding, boarding, caring or training of small animals, normally considered household pets, excluding livestock. Typical facilities include pet boarding and pet training establishments where six (6) or more dogs, being over six (6) months of age, are kept.

BUILDING includes anything constructed or placed on, in, over or under land but does not include a highway or public roadway or a bridge forming part of a highway or public roadway.

BUILDING HEIGHT means the vertical distance between building grade and the highest point of a building excluding elevator housing, mechanical skylight, ventilating fan, steeple, chimney, fire wall, parapet wall, flagpole or any similar device not structurally essential to the building. On sloping ground, building height shall be considered as the average of the highest and lowest grades.

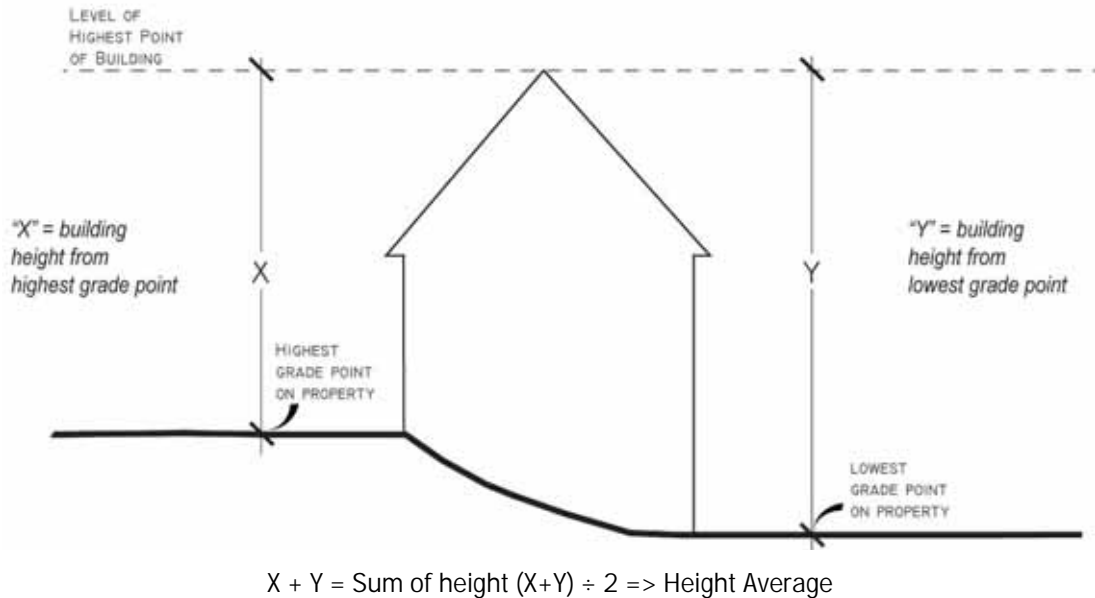


Illustration 2.5-2 – Building Height

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

BULK FUEL DEPOT means lands, buildings and structures for the bulk storage and distribution of petroleum products excluding retail sales and cardlock operations.

BUNKHOUSE means a building designed and used for the accommodation of up to twenty (20) workers and consisting of at least sanitary facility and not less than two habitable rooms providing therein living, dining and sleeping accommodation in appropriate individual combination rooms.

BUS SHELTER means a portable roofed structure with a minimal area of not less than 10 m², having from one to four walls, located near a roadway, and designed primarily for the protection and convenience of bus passengers.

BYLAW means the Mountain View County Land Use Bylaw.



CABIN means a single detached dwelling with a minimum floor area of 74.3 m² (800 ft²) and a maximum floor area of 92.9 m² (1,000 ft²), which is used for recreational residence. This use does not include manufactured dwellings, holiday trailers, motor homes and similar recreation vehicles, boarding or lodging house.

CARDLOCK FUEL DISPENSING FACILITY means a building, structure or part thereof, where fuel, oil and other similar products used in the operation of truck engines are sold to account customers only via cardlock controllers. Such a facility may include as accessory uses, truck weigh scales, truck washing facilities, a lounge, shower and washroom facilities, all of which are available only to customers. Additionally, a facility may include one (1) outlet where goods are stored and offered for sale, provided that there is no preparation of food on the premise.

CARPORT means a roofed structure used for storing or parking of private vehicles which is partially open and unobstructed.

CEMETERY means land that is set apart or used as a place for the interment of the dead or in which human bodies have been buried.

CO-LOCATION means the use of a wireless telecommunication facility by more than one wireless telecommunication provider.

COLUMBARIUM means a structure designed for the purpose of storing the ashes of human remains that have been cremated. This use class includes vaults with niches for cinerary urns.

COMMERCIAL RETAIL SERVICES, MAJOR means a development used for the retail sale of consumer goods from within an enclosed building which does not exceed 5,000.0 m² (53,819.3 ft²) in gross floor area and includes limited on-site storage to support that store's operations. Typical uses include, but are not limited to, grocery, hardware, appliance, furniture and sporting good stores.

COMMERCIAL RETAIL SERVICES, MINOR means a development used for the retail sale of goods frequently required by area residents or employees on a day-to-day basis, from individual business premises which does not exceed 250.0 m² (2,691 ft²) in gross floor area. Typical uses include, but are not limited to, small food stores, drug stores, video sales and rentals, and liquor stores.

COMMUNICATION TOWER means a structure for transmitting or receiving television, radio, telephone, internet or other electronic communications which is regulated by Industry Canada.

COMMUNITY CONSULTATION means the process and its documented information gathered from the public to record their opinion on development applications.

CONFINED FEEDING OPERATION (CFO) as defined by the *Agricultural Operation Practices Act*, Section 1(b.6), means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing, and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race track or exhibition grounds.

CONTIGUOUS means the development of areas immediately adjacent to one another without intervening vacant land or undevelopable lands.

CORNER means the intersection of any two (2) property lines of a parcel.

COUNCIL means the Council for Mountain View County.

COUNTY means Mountain View County.

COUNTY COLLECTOR NETWORK means any officially recognized road network for which long-term plans for maintenance and/or upgrading exists and may or may not include asphalt paved, chip sealed and gravel roads.

COVERAGE see parcel coverage.

CREMATORIUM means a development fitted with equipment for the purpose of the cremation of human remains and may include associated facilities for the preparation of the dead human body for interment or cremation.

CULTURAL FACILITIES means development for the collection of literary, artistic, musical and similar reference materials, or, a building intended for live theatrical, musical, or dance performances. Typical facilities would include libraries, museums, art galleries, auditoriums, theatres and concert halls.

D

DAY CARE SERVICES means development licensed by the Province to provide daytime personal care and education to children or elderly persons, but does not include overnight accommodation. Typical facilities would include daycare or "elder care" centres, day nurseries, family day home child care for seven (7) or more children, kindergartens, nursery schools and play schools.

DECK means a structure abutting a dwelling with no walls, except for visual partitions, and railing which is constructed on piers or a foundation above-grade for use as an outdoor living space.

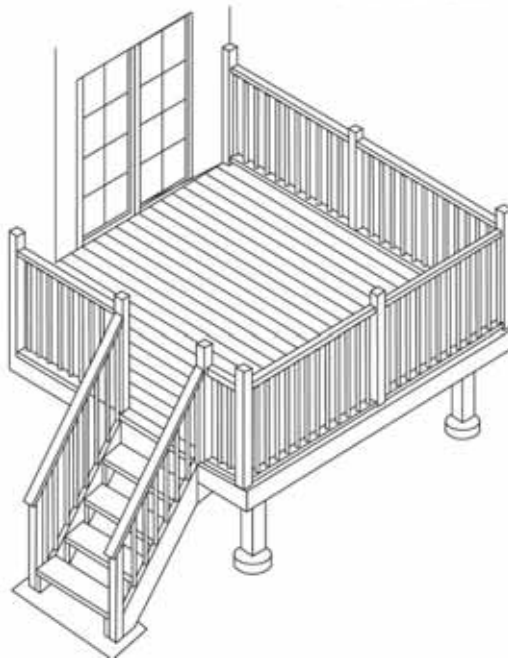


Illustration 2.5-3 – Deck

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

DESIGN FUNCTIONALITY concerns the planning, arrangement, appearance and function of spaces, in particular the shaping and use of private land and/or buildings for an intended use. Strong design functionality accommodates the intended use of land while also contributing strong design that improves the character and appearance of the space.

DESIGNATED OFFICER means a Development Officer, Bylaw Enforcement Officer or any other official appointed by Council to enforce the provisions of this Policy.

DETENTION AND CORRECTION SERVICES means development for the purpose of holding or confining and treating or rehabilitating persons. Typical facilities would include prisons, mental institutions, jails, remand centres, asylums and correction centres.

DEVELOPABLE LAND means those lands meeting the criteria for subdivision and development excluding lands required for Environmental and Municipal reserves, arterial roads and environmentally significant areas.

DEVELOPER means any person, including the landowner or a governmental agency, undertaking activities involving the division of a parcel into two (2) or more parcels; the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure; or of any mining, excavation or landfill; and any change in the use of any building or other structure, or land, or extension of use of land.

DEVELOPMENT means

- a) an excavation or stockpile and the creation of them;
- b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land;
- c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; and
- d) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

DEVELOPMENT OFFICER means that person(s) defined by the Development Authority Bylaw of Mountain View County to act as Development Officer.

DEVELOPMENT PERMIT means a document or permit, which may include attachments and conditions, issued pursuant to this Policy authorizing a development.

DISCONTINUED means the time at which, in the opinion of the Approving Authority, substantial construction activity or a non-conforming use or conforming use has ceased.

DISCRETIONARY USE means the one (1) or more uses of land or buildings that may be permitted in a given district at the discretion of the Approving Authority, with or without conditions.

DOUBLE FRONTING PARCEL means a corner parcel which abuts two (2) public roadways, excluding laneways, but also includes a parcel which abuts two (2) public roadways which are parallel or nearly parallel where abutting the parcel.

DUGOUT means the excavation of land that results in manmade features that entrap water and includes excavation for a water supply and borrow pits. At its deepest point, a dugout shall have a depth of no less than 1 metre (3.28 feet). Anything designed for a depth shallower than 1 metre (3.28 feet) may be considered an ornamental pond for landscaping purposes.

DWELLING OR DWELLING UNIT means a building or a portion of a building containing one (1) or more habitable rooms that constitute a self-contained living accommodation unit having sleeping, cooking and toilet facilities and is intended as a permanent residence.

DWELLING, APARTMENT means a building containing three (3) or more dwelling units sharing a common hall and common entrance at grade.

DWELLING, CO-HOUSING means a building that combines the privacy of single-family dwelling units with extensive common facilities, such as kitchens, dining rooms, children's playrooms, and laundry facilities, thus enhancing a sense of community. Residents often come together to identify a site and raise predevelopment funds, making the development process much different from the usual development of communities.

DWELLING, DUPLEX means development consisting of a building containing only two (2) dwellings placed side by side or with one (1) dwelling placed over the other in whole or in part, with individual and separate access to each dwelling. This type of development shall be designed and constructed as two (2) dwellings at the time of initial construction of the building and intended as a permanent residence. It is also known as semi-detached dwelling.

DWELLING, FOURPLEX means a building containing four dwelling units located immediately adjacent to each other and sharing a common wall and each having a separate entrance at grade and intended as a permanent residence.

DWELLING, MANUFACTURED means a prefabricated, transportable single or multiple section dwelling unit with a minimum floor area of 70.0 m² (753 ft²) conforming to CAN/CSA Z240 and A277 certified standards at time of manufacture. It is ready for residential occupancy upon completion of setup in accordance with required factory recommended installation instructions. A manufactured dwelling does not include a single detached dwelling or a modular dwelling. Manufactured dwelling units shall not be greater than 15 years of age at the time the development permit application is filed.

DWELLING, MODULAR means a dwelling which is prefabricated or factory built, and which is assembled on the parcel in sections, but such sections or units have neither chassis, running gear, nor its own wheels, and the sections may be stacked side-by-side or vertically. A modular dwelling does not include a manufactured dwelling.

DWELLING, ROW HOUSING means a building designed and built to contain three (3) or more dwelling units with a separate exterior entrance at grade that shares no more than two (2) party walls with adjacent dwelling units and is intended as a permanent residence. No part of a dwelling unit is placed over another in part or in whole and every dwelling unit shall have separate, individual direct access to grade. For the purposes of this Policy, garden linked, row and townhouse units are considered to be row housing dwellings. Row housing units have the following features:

- a) they are adjoined by a vertical party wall that is insulated against sound transmission; and
- b) each dwelling unit has a minimum floor area of 80.0 m² (861 ft²).

DWELLING, SECONDARY DETACHED means a standalone additional dwelling unit which is not contained within the principal residence or an accessory building. A secondary detached dwelling unit may be a manufactured dwelling, ready to move dwelling, modular or a site-built dwelling.

DWELLING, SINGLE DETACHED means a residential building containing one (1) dwelling unit and intended as a permanent residence, which has a minimum floor area of 74.3 m² (800 ft²) for a bungalow and a minimum floor area of 92.9 m² (1,000 ft²) for a two (2) storey. A single detached dwelling does not include a building that has been constructed off site (modular dwelling).

DWELLING, TRIPLEX means a building containing three (3) dwelling units located immediately adjacent to each other and sharing a common wall and each having a separate entrance at grade and intended as a permanent residence.

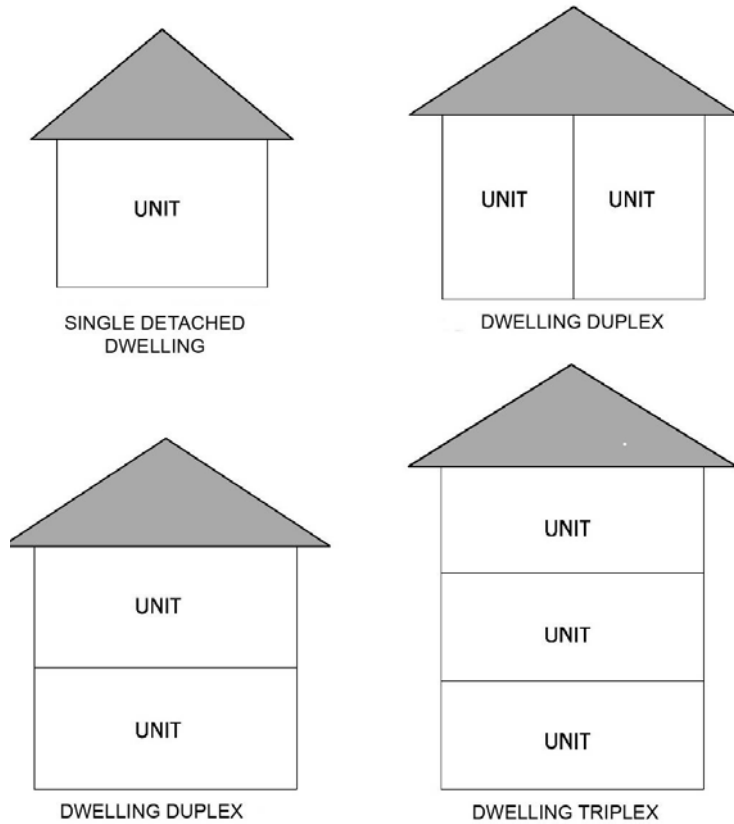


Illustration 2.5-4 – Dwelling Types

Note: The above illustrations are for clarification and convenience only and do not form part of this Policy. All provisions of this Policy must be referenced.

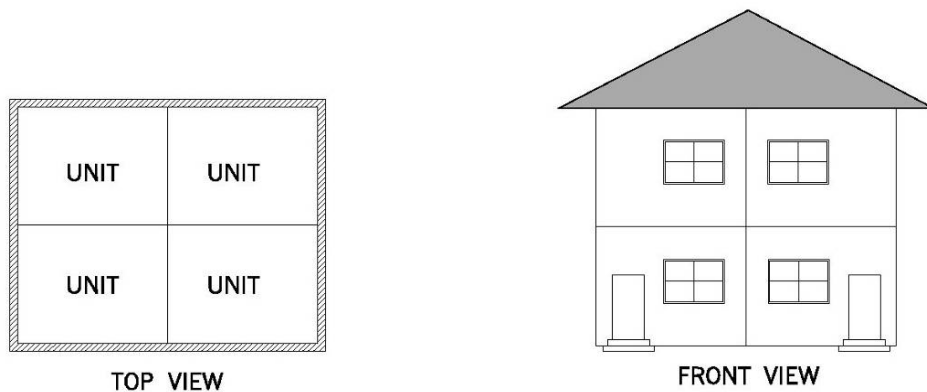


Illustration 2.5-5 – Fourplex Dwelling

Note: The above illustrations are for clarification and convenience only and do not form part of this Policy. All provisions of this Policy must be referenced.



EASEMENT means a right to use land, generally for access to other property or as a right-of-way for a public utility.

EATING ESTABLISHMENT, INDOOR means an establishment where food and drink are intended to be consumed within the confines of the establishment.

EATING ESTABLISHMENT, OUTDOOR means an establishment where food and drink are normally consumed either outside or inside the confines of the establishment.

EDUCATIONAL SERVICES means development for instruction and education purposes, involving assembly for educational, training or instruction purposes and includes administration offices, dormitory and accessory buildings. Typical facilities would include public and separate schools, private schools or seminaries, community colleges, universities, technical and vocational facilities.

ENVIRONMENTALLY SIGNIFICANT AREA means

- a) areas identified in the County 2008 Summit Environmental Consultants Study.
- b) areas which perform a vital environmental, ecological or hydrological function such as aquifer recharge;
- c) areas which contain a unique geological or physiographic features;
- d) areas which contain significant, rare or endangered species;
- e) areas which are unique habitats with limited representation in the region or a small remnant of once large habitats which have virtually disappeared;
- f) areas which contain large and relatively undisturbed habitats and provide shelter habitat for species which are intolerant of human disturbance;
- g) areas which contain plants, animals, or landforms which are unusual or of regional, Provincial or national significance; and
- h) areas which provide an important linking function and permit the movement of wildlife over considerable distance.

EXCAVATION means any breaking of ground, except common household gardening and ground care.

EXPLORATION OPERATION means any investigation, work or act to determine the presence of coal or oil sands by test drilling, excavation or other means that results in surface disturbance or that may cause an adverse effect, but excludes any exploration operation that is the subject of a permit, license or approval under the Exploration Regulation (AR 214/98) and subject to Section 618 of the *Act*.

EQUESTRIAN CENTRE means public facilities (buildings, shelters or other structures) at which horses are exercised or trained, training in equestrian skills or equestrian competitions or shows are held.

EQUIVALENT LAND CAPABILITY means that the ability of the land to support various land uses after conservation and reclamation is similar to the ability that existed prior to an activity being conducted on the land, but that the individual land uses will not necessarily be identical.



FARM BUILDING means an accessory building that

- a) does not contain a residential occupancy,
- b) is located on land used as a farm, or is zoned for agricultural use and directly supports the primary farm operation,
- c) has a low occupant load, and
- d) is not used or occupied by, or expected to be used or occupied by, the public or persons, other than the farmer or farmers that own the building, their immediate family, and/or their employees, that may be in the building from time to time,

and the building is used for

- a) housing livestock,
- b) storing, sorting, grading or bulk packaging primary agricultural products, or
- c) housing, storing or maintaining machinery associated with the operation of farm on which it is located.

FARMSTEAD means the habitable residence and other improvements used in connection with the raising or production of crops, livestock or poultry, situated on the same land used in connection with the above farming operations, and pursuant to the MDP must be in existence for ten (10) years to qualify as farmstead.

FENCE means a vertical physical barrier constructed to prevent visual intrusions, unauthorized access, to confine or exclude livestock, or to provide sound abatement.

FILLING means the import and placement of natural uncontaminated earth or aggregate materials (e.g. clay, silt, sand, gravel) on a parcel for the purposes of altering/modifying drainage grades or building up a site for a proposed building or development, but does not include the import and placement of dry waste or land fill waste materials.

FLANKING ROADWAY means the street or lane adjacent to the side yard of a parcel.

FLOOD FRINGE means the outer portion of the flood risk area adjacent to the floodway.

FLOOD PLAIN means the area of land bordering a water body or water course within the 1:100 year flood plain as determined by Alberta Environment.

FLOODWAY means the inner portion of a flood risk area where the risk of flood is greatest and floodwaters are the deepest, fastest, and most destructive.

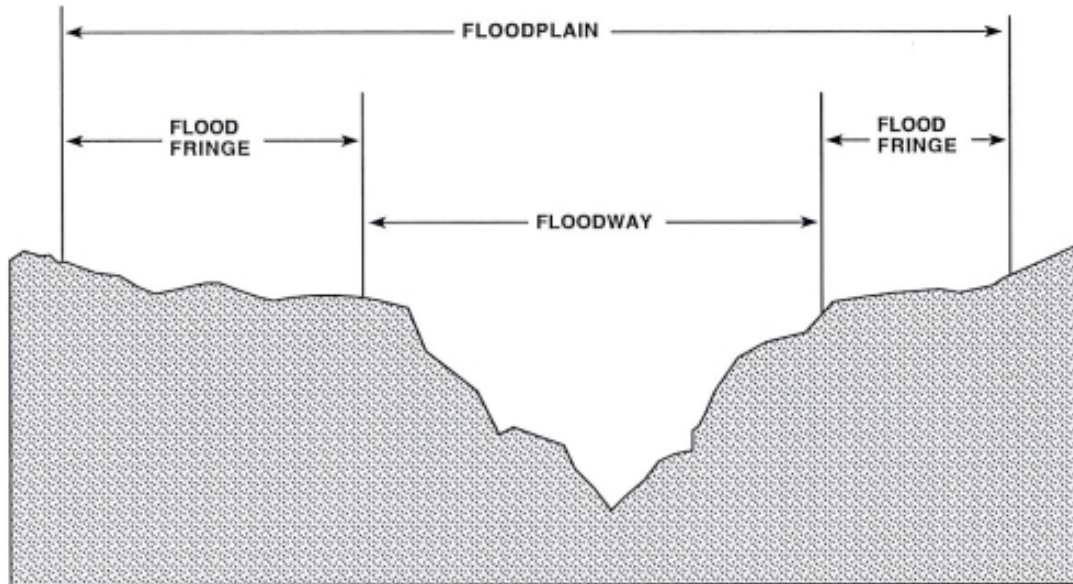


Illustration – Floodplain, Flood Fringe, and Floodway

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

FLOOR AREA means the greatest horizontal area of a building above grade within the outside surface of exterior walls or within the glassline of exterior walls and the centreline of fire walls but not including the floor areas of basements, attached garages, sheds, open porches or breezeways.

FOSTER HOME means development consisting of the use of a single detached dwelling or manufactured home for less than seven (7) foster children.

FOUNDATION means the lower portion of a building, usually concrete or masonry, and includes the footings that transfer the weight of, and loads on, a building to the ground.

FRONTAGE means the length of a roadway boundary measured along the front parcel line. On double fronting lots all sides of a parcel adjacent to roadways shall be considered frontage.

FUNERAL HOME means a building designed for the purpose of furnishing funeral supplies and services to the public and includes facilities intended for the preparation of the dead human body for interment or cremation.

G

GARAGE means an accessory building or part of the principal building, designed and used primarily for the storage of motor vehicles.

GARAGE SUITE means an accessory dwelling located above a detached garage (above grade), or a single story accessory dwelling attached to the side or rear of a detached garage (at grade). A garage suite is accessory to a building in which the principle use is single detached housing. A garage suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal dwelling located on the site. A garage suite has an entrance separate from the vehicle entrance to the detached garage, either from a common indoor landing or directly from the exterior of the structure. A garage suite is a form of secondary suite.

GARDEN SUITE means a development consisting of dwelling unit separate from any other dwellings. This use class is a form of detached secondary suite, but does not include garage suites. A garden suite meets the requirements for a residence as specified within the Alberta Safety Code or under the Canadian Standards Association Regulation Z 240 or A 277 and has a minimum floor area of 70.0 m² (753.5 ft²) and a maximum floor area of 130.1 m² (1400.0 ft²).

GOVERNMENT SERVICES means development providing Municipal, Provincial or Federal government services directly to the public or the community at large, and includes development required for the public protection of persons or property. Typical facilities would include police stations, fire stations, courthouses, postal distribution offices, Municipal offices, social service offices, manpower and employment offices and airport terminals.

GRADE, BUILDING means the ground elevation established for the purpose of regulating the number of stories and the height of a building. The building grade shall be the level adjacent to the walls of the building if the finished grade is level. If the ground is not entirely level, the grade shall be determined by averaging the elevation of the ground for each face of the building.

GRADE, DRAINAGE means the ground elevation established in a site drainage plan attached to an approved development permit for the purpose of controlling the flow of surface water on the site.

GROUP CARE FACILITY means supervised residential dwelling unit, licensed or approved under Provincial legislation, for the accommodation of persons, excluding staff, referred by hospitals, courts, government agencies or recognized social service agencies or health professionals.

GROUP HOME, LIMITED means development consisting of the use of a building as a facility which is recognized, authorized, licensed or certified by a public authority as a social care facility intended to provide room and board for six (6) residents or less, excluding staff, for foster children or disabled persons, or for persons with physical, mental, social or behavioural problems, and which may be for the personal rehabilitation of its residents either through self-help or professional care, guidance and supervision. The residential character of the development shall be primary with the occupants living together as a single housekeeping group and using cooking facilities shared in common. The use class does not include treatment facilities such as detoxification centres.

GROUP HOME, MAJOR means development consisting of the use of a building as a facility which is recognized, authorized, licensed or certified by a public authority as a social care facility intended to provide room and board for seven (7) residents or more, excluding staff, for foster children or disabled persons, or for persons with physical, mental, social or behavioural problems, and which may be for the personal rehabilitation of its residents either through self-help or professional care, guidance and supervision. The residential character of the development shall be primary with the occupants living together as a single housekeeping group and using cooking facilities shared in common.

GUEST HOUSE means an accessory building which has sleeping accommodation, but which does not have cooking facilities and is not intended to be used as a self-contained unit.

H

HAZARD LAND means lands which may be prone to flooding, shoreline erosion or slope instability hazards or any hazard that may result in life loss or injury, property damage, social and economic disruption or environmental degradation such as floodplain, floodway, and lands in proximity to water bodies and water courses with slopes greater than 10%.

HIGHWAY means lands used or surveyed for use as a public highway or road, and includes a bridge forming part of a public highway or road and any structure incidental to the public highway or road or bridge, subject to the direction, control and management of the Alberta Infrastructure.

HORTICULTURAL USE means an agricultural operation concerned with intensively cultivated plants produced on site and are either used for food, for medicinal, environmental, aesthetic purposes or sold. These uses may include plant nurseries, greenhouses, market gardens, tree farms, woodlots, sod farms, specialty crops, or experimental crops. All woodlot operations shall comply and adhere to the Woodlot Management Guidelines of Alberta.

For the purposes of this Policy, if the plant products are produced off site and then imported to the site for the purposes of retailing, then it shall be classified as a Subsidiary Occupation and considered a discretionary use, thereby requiring a development permit.

HOTEL means development to serve the traveling public primarily used for the provision of rooms or suites for temporary sleeping accommodation where rooms have access from a common interior corridor and may be equipped with individual kitchen facilities. The development may include eating establishments, facilities for meetings, seminars, conventions, product and trade fairs and other exhibitions. This use class does not include bed and breakfasts or boarding houses.

I

INDUSTRIAL, HEAVY means a large-scale industrial manufacturing or processing activity. Without restricting the generality of the foregoing, heavy industry would include plants for the manufacturing of petroleum products, pulp and paper products, stone, clay and glass products, cement and lime products, fertilizers, animal by-products; plants engaged in the primary metal industry, including metal processing; the processing of natural gas or its derivatives; and incinerators, including those for Municipal and industrial use. Heavy industrial uses may have some negative effect on the safety, use, amenity and enjoyment of adjacent or nearby sites due to the appearance, noise, odour, emission of contaminants, fire or explosive hazards, or dangerous goods.

INDUSTRIAL, MANUFACTURING/PROCESSING means development principally associated with manufacturing, assembling, fabrication, processing and research/testing activities. Without restricting the generality of the foregoing, typical facilities would include plants involved in natural gas or its derivatives; pulp and paper products; stone, clay, glass, plastic, wood, rubber or metal products; cement or lime products; and automotive assembly or fabrication.

INDUSTRIAL, STORAGE AND WAREHOUSING means development used for either indoor or outdoor storage, warehousing, distribution or trans-shipment of raw materials, partially processed or finished goods, manufactured products, or equipment. Typical facilities would include pipe yards, vehicle or heavy equipment service and storage, lumber yards, storage/warehousing compounds or distribution centres. Generally no additional processing would occur on site.

INTERNAL SUBDIVISION ROAD means a public roadway providing access to lots within a multi-parcel subdivision and which is not designated as a township road or range road.



LANDSCAPING means the modification and enhancement of a site through the use of any or all of the following elements:

- a) soft landscaping consisting of vegetation such as trees, shrubs, hedges, grass and ground cover; and
- b) hard landscaping consisting of non-vegetative materials such as brick, stone, concrete, tile, and wood, but excluding monolithic concrete and asphalt in the form of patios, walkways, paths, and parking lots.

LIQUOR SALES/DISTRIBUTION SERVICES means development used principally for the wholesale or retail sale or distribution to the public of any and all types of alcoholic spirits or beverages as defined by the *Alberta Liquor Control Act*.

LIVESTOCK means cattle, swine, poultry, sheep, goats, horses, game and similar animals.

LOADING SPACE means an off-street space on the same parcel as a building or group of buildings for the temporary parking of a commercial vehicle while commodities are being loaded or unloaded.

LOW CUT OFF LIGHTING means a form of exterior lighting that's design and physical structure directs the light towards the ground surface thereby limiting light pollution.



MANUFACTURED HOME PARK means a development for manufactured homes not having a registered plan of subdivision of individual lots. Spaces, or spaces with individual manufactured homes already sited on them, may be rented. Ownership and responsibility for the maintenance of internal roads, underground services, communal areas and buildings, snow clearance and garbage collection, together with general park management, rests with the management. This does not include the situation where an additional agricultural dwelling unit is located on a parcel where the principal dwelling is a manufactured dwelling.

MANUFACTURED HOME SPACE means an area set aside and designated within a manufactured home park for the installation and placement of a manufactured home, including space for the exclusive accessory use by the owner or occupant of that manufactured home. It may also mean a parcel in a subdivision designed for manufactured dwellings.

MASSING means the overall bulk or size of a building or project, its physical volume of magnitude.

MAY is a discretionary term, providing notification that the regulation in question can be enforced if the County chooses to do so, and is usually dependent on the particular circumstances of the specific parcel and application.

MEAN PARCEL WIDTH means the minimum width of a parcel measured at the front yard setback for rectangular or pie-shaped lots and measured at the rear yard setback for reverse pie-shaped lots.

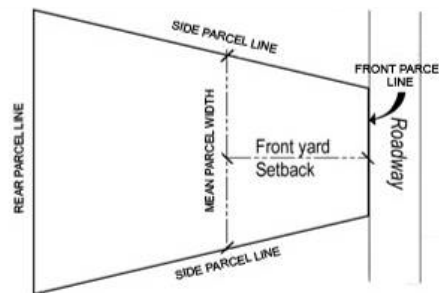


Illustration 2.5-7 – Mean Parcel Width

Note: The illustration above is for clarification and convenience purposes only and does not form part of this Policy. All provisions of this Policy must be referenced.

MEDICAL TREATMENT SERVICES means development providing room, board and surgical or other medical treatment for the sick, injured or infirm including out-patient services and accessory staff residences. Typical facilities would include hospitals, sanitariums, nursing homes, convalescent homes, psychiatric hospitals, auxiliary hospitals and detoxification centres.

MOTEL means development to serve the traveling public primarily used for the provision of rooms or suites for temporary lodging where each room or suite has its own exterior access. It may include accessory eating establishments. This use class does not include bed and breakfasts or boarding houses.

MOTOR VEHICLE means a motor vehicle that, at the point of its original manufacture, meets the definition as defined in the *Traffic Safety Act*.

MOTOR VEHICLE, UNREGISTERED AND/OR INOPERATIVE means a motor vehicle as defined by this Policy that is either not registered through the *Traffic Safety Act* or is inoperative, or both. For the purposes of this definition, inoperative means the motor vehicle cannot be used in its present condition for the purpose for which it was manufactured.

MULTI-PARCEL RESIDENTIAL SUBDIVISION means a subdivision of land, registered by plan of survey or descriptive plan containing two (2) or more residential lots where the residential lots are predominantly 4.05 ha (10.0 ac) in size or less, and have been created for, or are being principally used for, residential purposes.

MUNICIPAL DEVELOPMENT PLAN means the plan adopted by Council as a *Municipal Development Plan* Bylaw No. 17/07 and any amendments thereto or replacements thereof.

N

NATURAL RESOURCE EXTRACTION/PROCESSING means development for the removal, extraction, processing, and transmission of raw materials off the subject property for ongoing commercial purposes. Typical resources and raw materials would include oil and gas, peat, sand, silt and gravel, shale, clay, marl, limestone, gypsum, other minerals precious or semi precious, timber and coal. Typical facilities or uses would include gravel pits (and associated crushing operations), sand pits, clay or peat extraction, stripping of topsoil, sawmills and related timber/wood processing. Natural resource extraction does not include tree clearing or horticultural uses.

NATURAL SCIENCE EXHIBITS means development for the preservation, confinement, exhibition or viewing of plants, animals and other objects in nature. Typical facilities would include zoos, botanical gardens, arboretums, planetariums, aviaries and aquariums.

O

OFFICE means development primarily for the provision of professional, management, administrative, consulting, or financial services in an office setting. Typical uses include, but are not limited to, the offices of lawyers, accountants, travel agents, real estate and insurance firms, planners and other consultants, dentists, doctors, clerical services and secretarial agencies. This excludes government services, the servicing and repair of goods, the sale of goods to the customer on the site, and the manufacture or handling of a product.

P

PARCEL means the aggregate of the one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.

PARCEL AREA means the total area of a parcel in meters.

PARCEL, CORNER means a parcel having a frontage on two (2) or more public roadways at their intersection or junction.

PARCEL COVERAGE means the combined area, measured at 0.6 m (2.0 ft) above grade, of all buildings on a parcel excluding all features which would be permitted under this Policy as projections into required yards.

PARCEL DEPTH means the average distance between the front and rear property lines.

PARCEL, INTERIOR means a parcel which is bounded by only one (1) roadway.

PARCEL WIDTH means the distance between the side property lines of a parcel at the minimum permissible front yard, measured parallel to the road or to the tangent on a curved road. For rectangular and pie parcels this distance should be measured at front yard setback line and at rear yard setback line.

PARK means a development of public land specifically designed or reserved for the general public for active or passive recreational use and includes all natural and manmade landscaping, facilities, playing fields, buildings and other structures that are consistent with the general purposes of public parkland, whether or not such recreational facilities are publicly operated or operated by other organizations pursuant to arrangements with the public authority owning the park. Typical uses include band shells, picnic grounds, pedestrian trails and paths, landscaped buffers, playgrounds and water features.

PARKING FACILITY means the area set aside for the storage and parking of vehicles and includes parking stalls, loading spaces, aisles, entrances and exits to the area, and traffic islands where they are part of the parking facility.

PARKING, OFF-STREET means an off-street facility for the parking of three (3) or more vehicles.

PARKING STALL means a space set aside for the parking of one (1) motor vehicle.

PERMITTED USE means the one (1) or more uses of land or buildings that are permitted in a given district, with or without conditions applied by the Approving Authority upon application having been made. All Permitted Uses require the issuance of a development permit, unless exempted under this Policy.

PERSONAL AND HEALTH CARE SERVICES means development used for the provision of physical and mental health services on an outpatient basis, of a preventative, diagnostic treatment, therapeutic, rehabilitator or counselling nature. It may also mean development related to the care and appearance of the body. Typical uses or facilities would include medical and dental offices, health clinics, counselling services, fitness centres and clubs, chiropractor offices, barbershops, and hairdressers.

PRINCIPAL BUILDING means a building which, in the opinion of the Approving Authority

- a) occupies the major or central portion of a site;
- b) is the chief or main building among one or more buildings on the site; and
- c) constitutes by reason of its use the primary purpose for which the site is used.

There shall be no more than one (1) principal building on each site unless specifically permitted otherwise in this Policy.

PRINCIPAL USE means the primary purpose, in the opinion of the Approving Authority, for which a building or site is used. There shall be no more than one (1) principal use or development on each site unless specifically permitted otherwise in this Policy.

PROFESSIONAL, BUSINESS, FINANCIAL AND OFFICE SUPPORT SERVICES means development primarily used for the provision of services to businesses, professional, management, administrative, consulting and financial services. These services may include the use of minor mechanical equipment for printing, duplicating, binding or photographic processing, the provision of office maintenance or custodial services, the provision of office security, and the sale, rental, repair or servicing of office equipment and furniture. Typical uses or facilities include the offices of lawyers, accountants, engineers, architects, real estate and insurance firms, banks or credit unions or similar financial uses, clerical or secretarial and other similar office support uses, printing establishments, film processing establishments, janitorial firms and office equipment sales and repair establishments.

PROPERTY LINE means any boundary of a parcel.

PROPERTY LINE, FLANKING means a side property line which abuts the longer public roadway on a corner or double fronting parcel.

PROPERTY LINE, FRONT means the property line adjacent to

- a) the public roadway other than a lane, and, in the case of more than one property line adjacent to the public roadway, the front property line shall be the side that gains access to the property; and
- b) the internal subdivision road when the parcel abuts an internal subdivision road.

PROPERTY LINE, REAR means the property line furthest from opposite the front property line.

PROPERTY LINE, SIDE means a property line other than a front or rear property line.

PROTECTIVE AND EMERGENCY SERVICES means development which is required for the public protection of personal property from injury, harm or damage together with the incidental storage of equipment and vehicles, which is necessary for the local distribution of utility services. Typical uses include police stations, fire stations and ancillary training facilities.

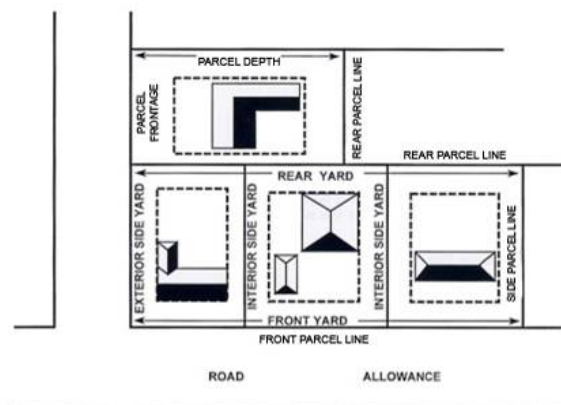


Illustration – Parcel Lines

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.



QUEUE AREAS are places in which people in line wait for goods or services. Examples include checking out groceries or other goods that have been collected in a self-service shop, in a shop without self-service, at an ATM, at a drive-thru restaurant.



RECREATION, PASSIVE means opportunities for low-impact, non-motorized activities that occur in a natural setting which require minimal development or facilities, and the importance of the environment or setting for the activities is greater than in developed or active recreation settings.

RECREATIONAL RESORT means development which allows for leisure and vacation accommodation in association with indoor, outdoor, or passive recreation and other amenities which form an integral part of the development.

RECREATION SERVICES, COMMUNITY means development for recreational, social or multi-purpose use primarily intended for local community purposes. Typical facilities would include community halls and community centres operated by a local residents' organization.

RECREATION SERVICES, INDOOR PARTICIPANT means development providing facilities within an enclosed building for sports and active recreation where patrons are predominantly participants and any spectators are incidental and attend on a non-recurring basis. Typical facilities would include athletic clubs; health and fitness clubs; curling, roller skating and hockey rinks; swimming pools; paint ball facilities; bowling alleys and racquet clubs, indoor soccer fields.

RECREATION SERVICES, OUTDOOR PARTICIPANT means development providing facilities that are available to the public at large for sports and active recreation conducted outdoors. Typical facilities would include golf courses, driving ranges, miniature golf establishments, ski hills, ski jumps, sports fields, outdoor tennis courts, unenclosed ice surfaces or rinks, athletic fields, boating facilities, Scout/Guide camps, religious outdoor retreat camps and parks, rifle and pistol ranges, and archery.

RECREATIONAL VEHICLE means a vehicle designed to be transported on its own wheels or by other means (including units mounted permanently or otherwise on trucks), intended to provide temporary living accommodation for travel, transients and recreational purposes, and includes such vehicles as travel trailer, tent trailer and motor home.

RECREATIONAL VEHICLE - PARK MODEL means a recreational vehicle intended for seasonal, vacation or recreational occupancy that is not self-contained. It is designed for park camping only, and while it is easily moved from site to site, as a normal recreational vehicle, it is not capable of "dry camping" as it does not have any water or sewer storage tanks and must be used with hook-ups. It is not a manufactured dwelling.

RECREATIONAL VEHICLE STORAGE INDOOR means a development used for the indoor storage of tent trailers, travel trailers, motor homes or similar recreational vehicles where such storage of goods and materials involves permanent structures for storage.

RECREATIONAL VEHICLE STORAGE OUTDOOR means a development used for the outdoor storage of tent trailers, travel trailers, motor homes or similar recreational vehicles in the open air where such storage of goods and materials does not involve the erection of permanent structures for storage.

RECYCLING DEPOT means development used for the acceptance and temporary storage of bottles, cans, tetra-packs, newspapers and similar household goods for reuse, where all storage is contained within an enclosed building. It may include a container yard for recycling bins.

RELIGIOUS ASSEMBLY means development owned by a religious organization used for worship and related religious, philanthropic or social activities and includes accessory rectories, manses, meeting rooms, classrooms, dormitories and other buildings. Typical facilities would include churches, chapels, mosques, temples, synagogues, parish halls, convents and monasteries.

RIDING ARENA, PRIVATE means a building used by the owners or occupants of the site on which the building is located for the training and exercising of their horses and is not used for horse shows, rodeos or similar events to which there is a fee to participate in or use the facilities.



SCREENING means a fence, earth berm, hedge or trees used to visually and/or physically separate areas or functions.

SEA CAN means a shipping container, originally used to transport goods, now used as an accessory building for storage.

SECURITY, GUARANTEED means a cash deposit or an irrevocable letter of credit provided by a developer to ensure the conditions of a development agreement, subdivision condition or development permit condition are carried out to the satisfaction of the Approving Authority.

SECURITY SUITE means a dwelling unit or portion of a building used to provide accommodation for security personnel and in commercial or industrial districts shall contain no more than one (1) bedroom and be no larger than 55.7 m² (600 ft²).

SECONDARY SUITE means development consisting of a self-contained dwelling located within, and accessory to, a structure in which the principal use is single detached dwelling. A secondary suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal dwelling within the structure. A secondary suite also has an entrance separate from the entrance to the principal dwelling either from a common indoor landing or directly from the side or rear of the structure. This use class includes

- a) the development or conversion of basement space;
- b) above-grade space to a separate self-contained dwelling;
- c) at grade space to a self-contained dwelling attached to an existing single detached dwelling;
- d) the addition of new floor space for a secondary suite to an existing single detached dwelling;
and
- e) a garden suite.

This use class does not include

- a) duplex dwellings;
- b) apartment housing; or
- c) boarding and lodging houses.

A secondary suite within a single detached dwelling unit, a garage suite, or garden suite shall all be considered forms of secondary suites as part of this use class. The approval of a secondary suite shall remain subject to those parameters as established with the appropriate district and general regulations established within this Policy.

SEMI-PUBLIC USE means a development that is used by an association or organization for the meeting, social or recreational activities of its members, and which may or may not include the general public. Typical semi-public uses include but are not limited to lodges, clubs, and service clubs.

SEPARATION DISTANCE means the horizontal distance to be maintained between different land uses or constructions.

SERVICE STATION means a parcel or the portion thereof used or intended to be used for any of the following: the servicing or repairing of motor vehicles, sale of gasoline, the sale of lubricating oils and other automotive fluids, accessories for motor vehicles, and a towing service dispatch point. A service station does not include a bulk fuel depot as part of its use class.

SETBACK means the perpendicular distance as measured between that part of a building nearest to the front, side or rear property line of the building site. In the case of a setback involving a front yard, it means the distance measured perpendicularly from the front property line of the parcel to the nearest point of the building excluding the eaves and/or projections.

SHALL is a directive term that indicates that the actions outlined are mandatory and therefore must be complied with, without discretion.

SHIPPING CONTAINER means a container, originally used to transport goods, now used as an accessory building for storage provided that a building permit can be issued under *Alberta Safety Codes*.

SHOULD is a directive term that provides direction to strive to achieve the outlined action, but is not mandatory. When the regulation is directed to the developer, the onus is on the applicant to justify why the desired action/result is not proposed and/or will not be achieved.

SHOW HOME means a permanent dwelling which is constructed for the temporary purpose of illustrating to the public the type or character of a dwelling or dwellings to be constructed in other parts of a subdivision or development area. Show homes may contain offices for the sale of other lots or dwellings in the area.

SIGHT TRIANGLE means that triangle formed by a straight line drawn between two points on the parcel lines of a parcel from the point where the parcel lines intersect.

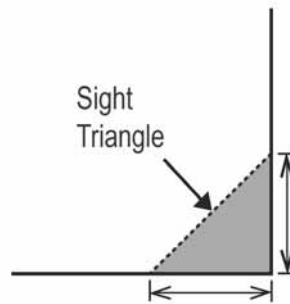


Illustration – Sight Triangle

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

SIGN means an object or device intended for the purpose of advertising or calling attention to any person, matter, thing or event. Sign typology may consist of the following: awning, canopy, fascia, gateway, directional, freestanding, inflatable, painted wall, portable, projecting, pylon, or wall.

SIGN, AWNING means a non-illuminated local advertising sign which is painted on or affixed flat to the surface of an awning.

SIGN, CANOPY means a local advertising sign attached to or constructed in or on a face of a canopy or marquee.

SIGN, ELECTION means a sign use to promote a candidate or party during a municipal, school board, provincial, or federal election or any election held pursuant to the *Local Authorities Election Act*. It can be produced in any sign typology as defined in this Subsection of this Policy.

SIGN, FASCIA means a local advertising attached to, marked or inscribed on and parallel to the face of a building wall but does not include a billboard, a third-party commercial sign or painted wall sign.

SIGN, GATEWAY AND DIRECTIONAL means a sign that indicates distance and/or direction to a place of business or other premises indicated on the sign.

SIGN, FREESTANDING means a local advertising sign that is supported independently of a building wall or structure but does not include a temporary sign.

SIGN, IDENTIFICATION means a sign which contains no advertising but it is limited to the name, address and number of a building, institution or person.

SIGN, ON-SITE COMMERCIAL means a sign that refers to goods, activities or services produced, offered for sale or free obtained at the premises or on the parcel on which the sign is located or displayed. It can be produced in any sign typology as defined in this Subsection of this Policy but does not include a third-party commercial sign.

SIGN, PAINTED WALL means a sign which is painted directly upon any outside surface or other part of building advertising products, services, or activities which need not relate to products, services, or activities provided for at the property on which the sign is located.

SIGN, PORTABLE AND INFLATABLE means any sign or advertising device that can be carried or transported from one (1) site to another, which does not rely on a building or a fixed concrete foundation for its structural support and includes sign commonly known as mobile signs, temporary signs, inflatable signs, or devices or banners, whether tethered to a building or not, vehicles placed in a location for advertising purposes, but does not include A-board or real estate signs or signage permanently attached and forming part of motor vehicles used for the day-to-day conduction of a business.

SIGN, PROJECTING means a sign which projects from a structure or a building face and includes a sign in the shape of a canopy but does not include a canopy sign or an awning sign.

SIGN, PYLON means a sign supported by or suspended from a free standing column or columns of structural steel, pipe or poles.

SIGN, REAL ESTATE means a temporary sign erected on a parcel by the owner or the agent of the owner of the parcel, advertising the property for sale or lease, but does not include an inflatable sign.

SIGN, TEMPORARY means a sign which is not in a permanently installed or affixed position, advertising a product or an activity on a limited-time basis and includes signs for seasonal vendors, signs for special events of a non-retail nature but does not include a portable sign.

SIGN, THIRD-PARTY COMMERCIAL means a third-party advertising sign that refers to goods, activities or services produced, offered for sale or free obtained neither at the premises nor on the parcel on which the sign is located or displayed. It can be produced in any sign typology as defined in this Subsection of this Policy but does not include a fascia sign.

SIGN, WALL means a sign which is mounted or fixed to or supported by a wall by any means but does not include a fascia sign and may display general advertising.

SIMILAR AND COMPATIBLE USES means those uses, which in the opinion of the Approving Authority, are similar to one (1) of the Permitted or Discretionary Uses and, which conform to the general purpose of the district.

SITE means one (1) or more parcels for which an application is being made, and may include roadways, walkways and any other land surface upon which development is proposed.

SITE AREA means the total area of a site in metric.

SITE COVERAGE refers to parcel coverage.

SITE PLAN means a plan submitted in support of a development permit application, the approval of which may require a development servicing agreement, including matters such as engineering drawings for sewer, storm drainage, water, roads, etc.

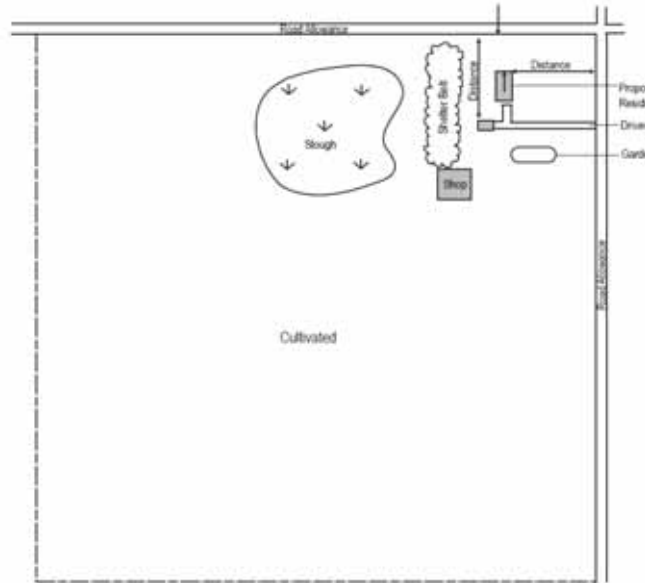


Illustration – Typical Information Indicated on a Site Plan

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

SPECTATOR SPORTS ESTABLISHMENTS means development providing facilities intended for sports and athletic events that are held primarily for public entertainment, where patrons attend on a recurring basis. Typical facilities would include coliseums, stadiums, arenas, rodeos, animal racing tracks and vehicle racing tracks.

STATUTORY PLAN means a municipal development plan, area structure plan or area redevelopment plan pursuant to the *Municipal Government Act*.

STOREY means that portion of a building which is situated between the top of any floor and the top of the floor next above it, and if there is no floor above it, that portion between the top of a floor and the ceiling above it. A basement is deemed not to be a storey.

STRUCTURE means anything constructed or erected on the ground, or attached to something on the ground, and includes all buildings.

SUBDIVISION means the division of a parcel of land by an instrument that creates separate titles.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD means the same as defined in the *Act*.

SUBDIVISION AUTHORITY as established pursuant to the *Act*, means that person(s) defined by the Subdivision Authority Bylaw of Mountain View County.

SUBSIDIARY OCCUPATION means an occupation or business activity which results in a product or service and is conducted in whole or in part in the dwelling unit and/or accessory buildings, and is clearly subordinate to the principal use on site.

SUBSIDIARY OCCUPATION LEVEL 1 means a subsidiary occupation within the residential dwelling and/or accessory buildings for a person who occupies the dwelling or its accessory buildings and does not create any impacts outside the dwelling or its accessory buildings where the occupation is conducted. It does not include the visiting of clients to the site, parking of commercial vehicles, any outside storage, or any employees except the resident and the resident's family who permanently reside in the dwelling. The use is entirely contained within the dwelling or its accessory buildings and has no external impact on the neighbourhood. Typical uses include self-employed persons providing professional and office support services.

SUBSIDIARY OCCUPATION LEVEL 2 means a subsidiary occupation, trade or craft for gain or support, conducted within the residential dwelling and/or accessory buildings, which may create some impact resulting from the business, which however shall be contained within the site. It may include some client visits and up to two (2) business related vehicles. Typical uses include dressmaking, hairdressing, home crafts and handicrafts, picture framing, delivery services, mobile food vendors or caterers, individual instruction to students, off-site mobile repairs and installation, janitorial services, mobile entertainment services, the carrying out of minor household appliance repair and automotive repair (does not include autobody painting or repair).

SUBSIDIARY OCCUPATION LEVEL 3 means a subsidiary occupation, trade or craft for gain or support conducted within the residential dwelling and/or accessory buildings and includes all subsidiary occupations not considered under Subsidiary Occupation Level 1 or Level 2. Typical uses include contractor services, parking of commercial vehicles in excess of Subsidiary Occupation Level 2, automotive and autobody repair and on-site fabrication. This use class does not include more intensive industrial type of uses that present exterior impacts such as noise, smoke, steam, odour, dust, fumes, exhaust, vibration, heat, glare, refuse matter, and storage of hazard or combustible materials which should be located in an industrial district.



TEMPORARY PERMIT means a development permit issued on a temporary basis with a specified permit expiry date, with no ability for the permit to be renewed, unless granted by the Approving Authority.

TRANSPARENCY is the physical property of allowing light to pass through a material. Transparent materials are generally clear.

TREE CLEARING means the cutting down and/or removal of trees and shall be subject to the following:

- a) when undertaken outside of an ESA or hazard lands for agricultural practices does not require a development permit;
- b) when proposed within an environmentally significant area or hazard lands shall require a development permit and shall be considered a discretionary use;
- c) when is associated with development requiring a development permit shall be dealt with under the same development permit; and

- d) Notwithstanding the above, minor tree clearing in ESAs for purposes of Fire Smart, forest management practices and minor maintenance, may be permitted without a development permit.

TOURIST CAMPGROUND means development of land which has been planned and improved for the seasonal use of holiday trailers, motor homes, tents, campers and similar recreational vehicles, and is not used as year-round storage, or accommodation for residential use.

TPOLOGY means a classification of common characteristics, according to their association with different categories, such as the nature, type, intensity and patterns of development.

U

UTILITY means the components of a sewage, storm water or solid waste disposal system, or a telecommunication, electrical power, water, gas or oil distribution system.

UTILITY BUILDING means a building in which the proprietor of a utility company maintains or houses any equipment used in connection with the utility.

UTILITY SERVICES, MAJOR INFRASTRUCTURE means development for public or private utility infrastructure purposes which is likely to have a major impact on the environment or adjacent land uses by virtue of their emissions, effect or appearance. Typical facilities would include sewage and/or water treatment plants, sewage lagoons, dams, waste transfer/compacting stations, power generating stations, cooling plants, incinerators, and waste recycling plants, and high voltage electrical transmission towers.

UTILITY SERVICES, MINOR INFRASTRUCTURE means development for public or private utility infrastructure purposes which is both basic and common to the development of a municipality and has relatively minor impact on the environment or adjacent land uses by virtue of their emissions, effect or appearance. Typical facilities would include natural gas lines and regulating stations, telephone exchanges and lines, water and sewer lines, public roadways, local electrical transmission and distribution facilities, and television cable lines.

W

WASTE MANAGEMENT FACILITY, MAJOR means a site used primarily for the storage, processing, treatment and disposal of solid and/or liquid wastes, which may have adverse environmental impact on adjacent sites by virtue of potential emissions and/or appearance. Typical uses include sanitary landfills, garbage transfer and compacting stations, recycling facilities (not including recycling depots), incinerators, sewage lagoons, wrecking and scrap metal yards, and similar uses.

WASTE MANAGEMENT FACILITY, MINOR means a site used for the storage, disposal and filling of clean clay, waste concrete and paving materials, non-noxious scrap building materials, and similar non-hazardous wastes which normally do not generate any environmental pollution to the site and surrounding lands. This includes a dry-waste site.

WIND ENERGY CONVERSION SYSTEM means a rotating machine which converts the kinetic energy in wind into mechanical energy. If the mechanical energy is used directly by machinery, such as a pump or grinding stones, the machine is usually called a windmill. If the mechanical energy is then converted to electricity, the machine is called a wind generator, wind turbine, wind power unit (WPU) or wind energy conversion (WEC). For the purpose of this Policy the following apply to this definition:

- a) **BLADE** means an element of a WECS rotor which acts as a single airfoil, thereby extracting kinetic energy directly from the wind.
- b) **BLADE CLEARANCE** means in reference to a horizontal axis rotor, the distance from grade to the bottom of the rotor's arc.
- c) **HORIZONTAL AXIS ROTOR** means a wind energy conversion system, typical of conventional or traditional windmills, where the rotor is mounted on a downward 5% angle to the earth's surface.
- d) **OVER SPEED CONTROL** means a device which prevents excessive rotor speed.
- e) **ROTOR'S ARC** means the largest circumferential path traveled by a WECS' blade.
- f) **TOTAL HEIGHT** means the height from grade to the highest vertical extension of a WECS. In the case of a WECS with a horizontal axis rotor, total height includes the distance from grade to the top of the tower, plus the distance from the top of the tower to the highest point of the rotor's arc.
- g) **TOWER** means the structure which supports the rotor above grade.
- h) **VERTICAL AXIS ROTOR** means a wind energy conversion system where the rotor is mounted on an axis perpendicular to the earth's surface.

WORK CAMP, SHORT TERM means one (1) or more building(s) established for a limited time period no longer than thirty (30) consecutive days, to accommodate persons who are employed in mining, lumbering, construction, drilling, resource exploration and any similar industry, and includes land on which the building or buildings are situated.

WORK CAMP, LONG TERM means one (1) or more building(s) established for a time period longer than thirty (30) consecutive days, to accommodate persons who are employed in mining, lumbering, construction, drilling, resource exploration and any similar industry, and includes land on which the building or buildings are situated.



YARD means a required open space unoccupied and unobstructed by any building or portion of a building above the general ground level of the graded site, unless otherwise permitted in this Policy.

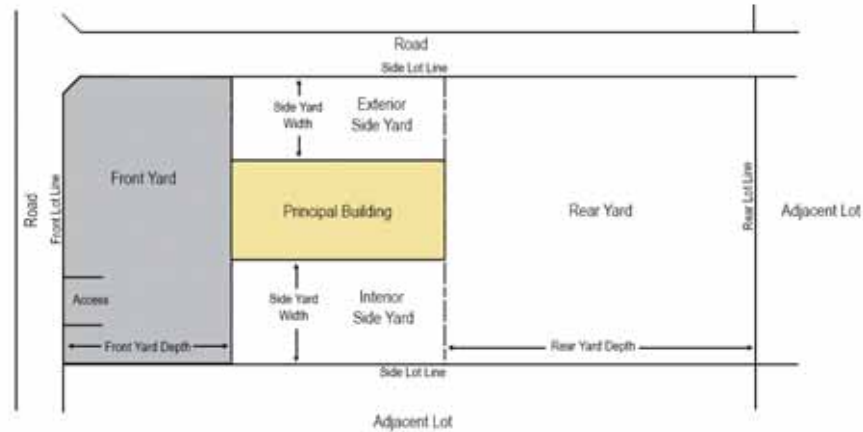


Illustration – Yards

Note: The above illustration is for clarification and convenience only and does not form part of this Policy. All provisions of this Policy must be referenced.

YARD, EXTERIOR SIDE means the side yard of a corner that abuts the longer of the two (2) public roadways.

YARD, FRONT means that portion of the site extending across the full width of the site from the front property line of the site to the nearest portion of the building, and shall be measured at right angles to the front property boundary.

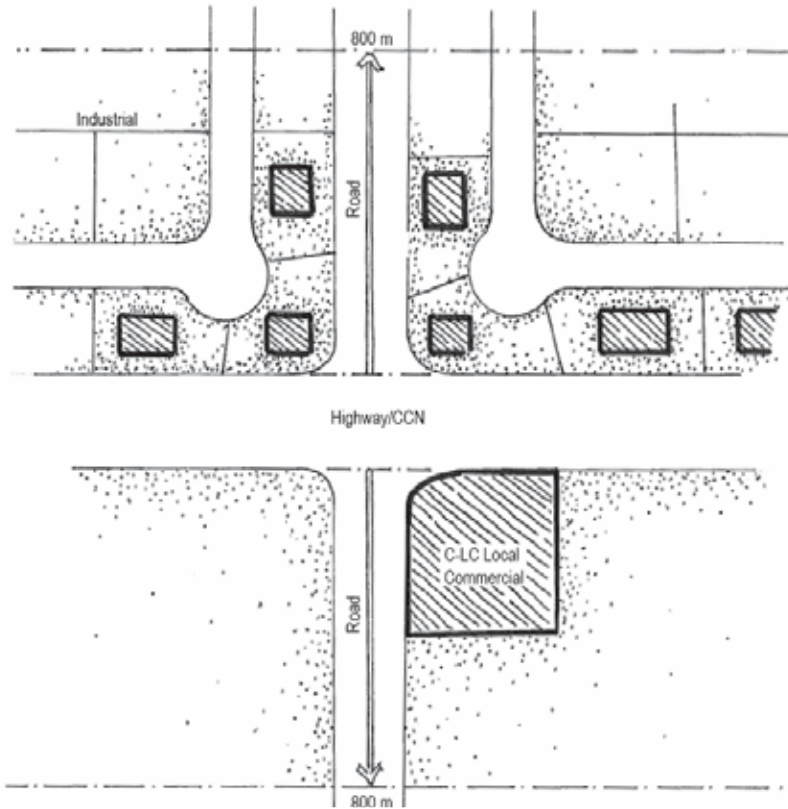
YARD, REAR means that portion of the site extending across the full width of the site from the rear property boundary of the site to the nearest portion of the building and shall be measured at right angles to the rear property boundary.

YARD, SIDE means that portion of the site extending from the front yard to the rear yard and lying between the side property boundary of the site and the nearest portion of the building and shall be measured at right angles to the side property boundary.

1.2 General Design Guidelines and Site Specific Design Guidelines

1. For ease of reference, MOUNTAIN VIEW COUNTY COMMERCIAL AND INDUSTRIAL DESIGN GUIDELINES contains two sets of design guidelines, General Design Guidelines and Site Specific Design Guidelines.
2. General Design Guidelines are broad in nature and guide how all new commercial and industrial development in the County will be designed within the context of the site and its surroundings.
3. Site Specific Design Guidelines apply only to overlay areas where design expectations are higher or more specific than in other areas of the County. Site Specific Design Guidelines should be applied in conjunction with the General Design Guidelines. The Site Specific Design Guidelines supersede or supplement the development regulations of the underlying district. Where a site is within an area structure plan area, any design guidelines in the area structure plan prevail over the design guidelines.
4. General Design Guidelines are addressed in Sections two through seven.
 - Section 2: Commercial and Industrial Development Typologies**
 - Section 3: Site Planning**

- Section 4: Design, Character and Appearance of Buildings
- Section 5: Parking and Loading
- Section 6: Landscaping
- Section 7: Signs – Including highways and collector road entranceways are addressed in the following section.
- Section 8: Site Specific Design Guidelines



Area of application – Commercial and Industrial Development in Land Use Districts specified and (800 m on both sides) along Highway/County Collector network.

1.3 Design Review

PREAMBLE

The objective of the design review is to review the application of the Design Guidelines in new development/redevelopment projects. In addition to meeting the minimum requirements of the Land Use Bylaw, the Design Guidelines will provide the Development Authority the basis for evaluating and making decisions on the design of developments keeping in consistency with the overall objectives of Design Guidelines.

A development permit pre-application meeting between the applicant and Municipal staff will, among other things, provide an informal setting to discuss design issues that are relevant to the proposal. Staff will also familiarize the applicant with design evaluation criteria and identify additional information to be submitted with the application.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

1. Requirements set out in statutory plans such as area structure plans or other documents pertaining to that area or the Land Use Bylaw No. 10/10 will apply to the design review.
2. A design review will be carried out as part of the development permit process for the following commercial and/or industrial developments or improvements:
 - a) all new construction and site development;
 - b) all exterior alterations; and
 - c) any alterations to site improvements.
3. Upon receiving a complete development permit application package a design review will be carried out by Municipal staff. Municipal staff may require professional advice be given on the package in order to determine whether the application appears to conform to these guidelines. External agencies such as the airport committee may be asked to review applications. Additionally, larger scale developments may warrant a design review panel or professional advice.

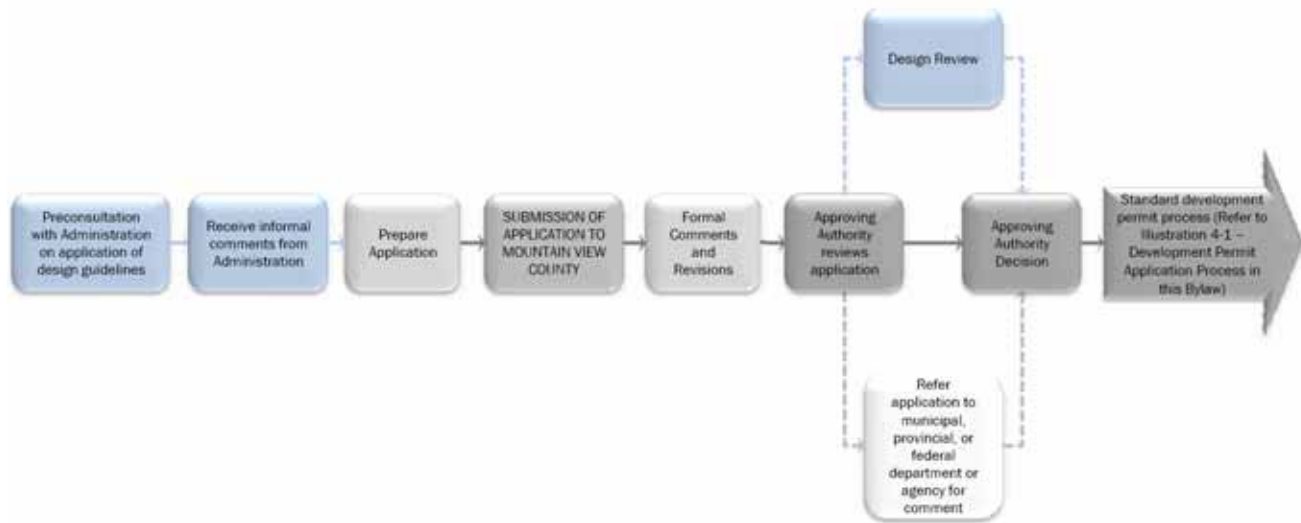


Illustration 1.2-1 – Design Review Process

Note: The above illustration is for clarification and convenience only and does not form part of the Design Guidelines. All provisions of the Land Use Bylaw No. 10/10 should be referenced.

4. The design review process is intended to allow for timely communication between both parties to address and resolve any design deficiencies, and make recommendations to the Approving Authority to approve with conditions, or refuse an application for a development permit. In order to recommend approval of the project, the Approving Authority must ensure that all applicable evaluation criteria have been met.
5. The review process is structured to permit owners and designers the flexibility to develop site, architectural, and landscaping solutions that are appropriate for their properties and programs. Guidelines have been developed to address the range of design issues, which the Municipality wants every project to consider. These guidelines are referred to as evaluation criteria. Evaluation criteria apply to the site design, the architectural design, and the landscape design. For any given property, there are many acceptable methods of meeting the evaluation criteria.
6. The Design Review Checklist (Appendix B) is to be utilized by the applicant and the Municipality in evaluating the proposed development in regard to design.

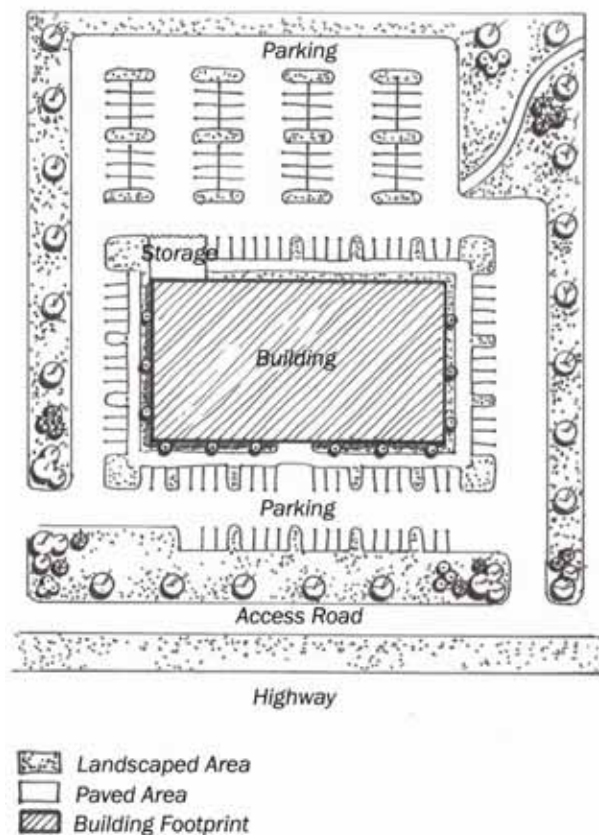
Section 2. Commercial and Industrial Development Typologies

PREAMBLE

The following drawings illustrate typical formats for the commercial and industrial building typologies. The five (5) typologies illustrated in this section include Office Commercial Development, Large Format Commercial Development, Car and Farm Implement Dealership Development, Warehouse/Distribution Centre Development, and Manufacturing Development. Illustrations show potential location of building, parking, loading, landscaping and other important elements.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

2.1 Office Commercial Development Typology

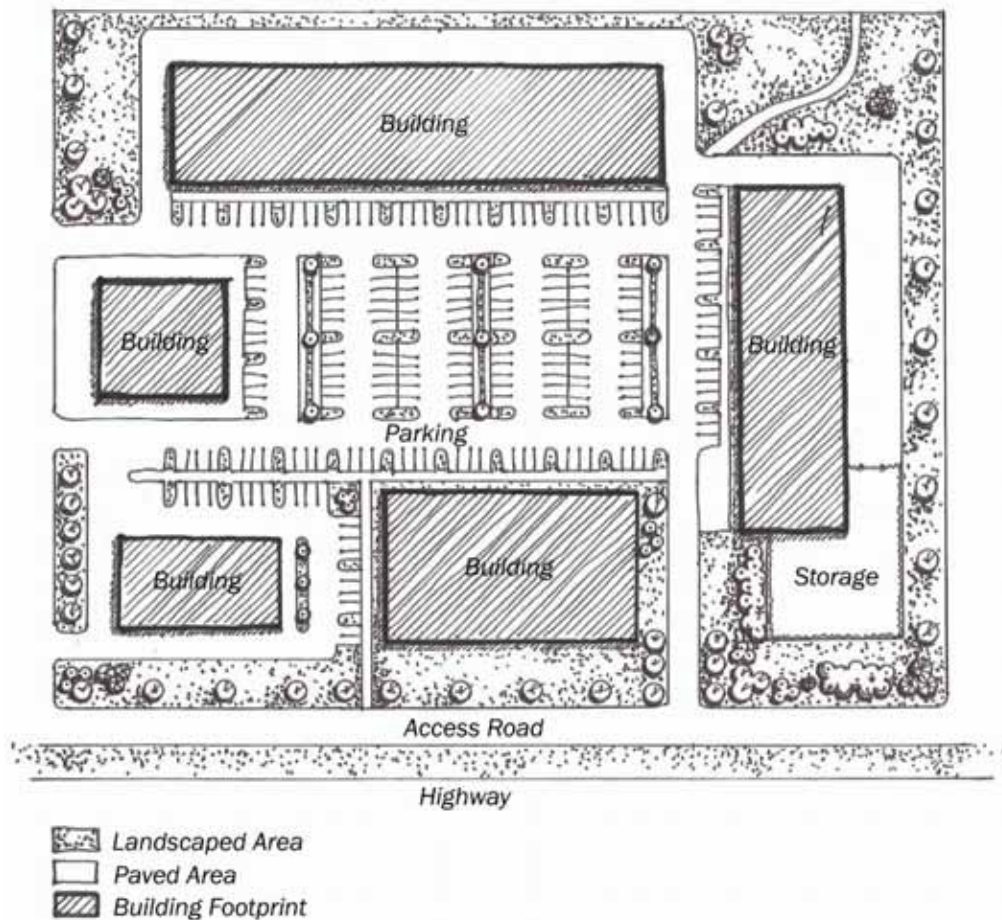


Examples of building placement in an Office Commercial Development Typology

Office Commercial Development should generally adhere to the following design principles:

- Building frontage should be oriented facing the street. Corner sites must address both frontages.
- Blank walls arising from design functionality requirements, should wherever possible, be oriented away from the street frontages. Massing should articulate building corners on sites at intersecting streets.
- Wherever possible, a high level of transparency should be provided at grade and fronting street. Where at grade retain uses are included.
- The bulk of the parking should be located to the rear of the building. Visitors parking may be located at the front of the building.
- Landscaping should be used to reduce the amount of hard paving, creating islands in large parking lots providing pedestrian connections and providing a buffer or screening for undesired uses such as storage or servicing areas associated with the use.

2.2 Large Format Commercial Development Typology



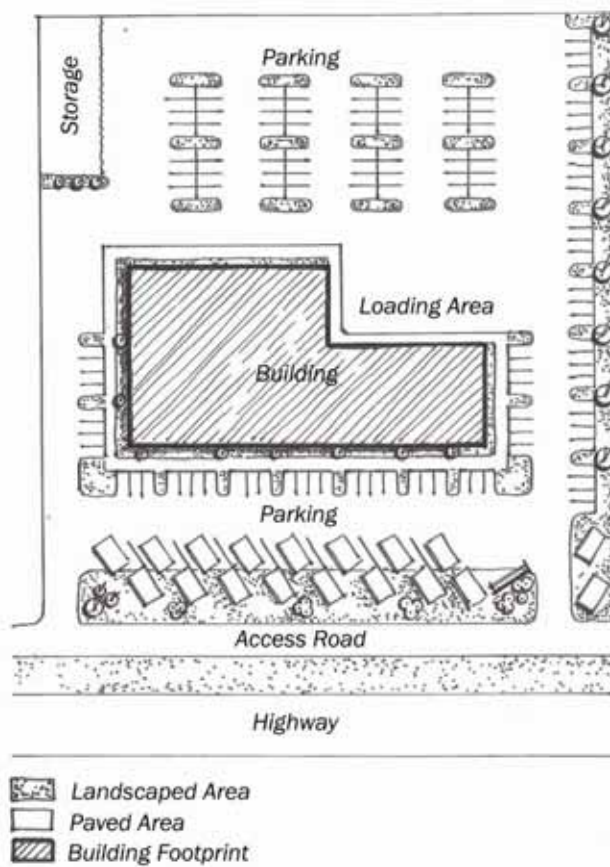
Examples of landscaping along parking lots and sidewalks in a typical Large Format Commercial Development.

Large Format Commercial Development should generally adhere to the following design principles:

- Building frontage should be oriented facing the street. Corner sites must address both frontages.
- Blank walls arising from design functionality requirements, should wherever possible, be oriented away from the street frontages. Massing should articulate building corners on sites at intersecting streets.
- Wherever possible, a high level of transparency should be provided at grade and fronting street.
- Where at grade retain uses are included, weather protection (such as awnings) should be provided for pedestrians.

- Parking: located centrally between buildings
- Servicing / Storage: Servicing and storage should be located to the rear of the building.
- Landscaping should be used in conjunction with pathways connecting various retail developments.
- Landscaping should be used to reduce the amount of hard paving, creating islands in large parking lots providing pedestrian connections and providing a buffer or screening for undesired uses such as storage or servicing areas associated with the use.

2.3 Car and Farm Implement Dealership Development Typology



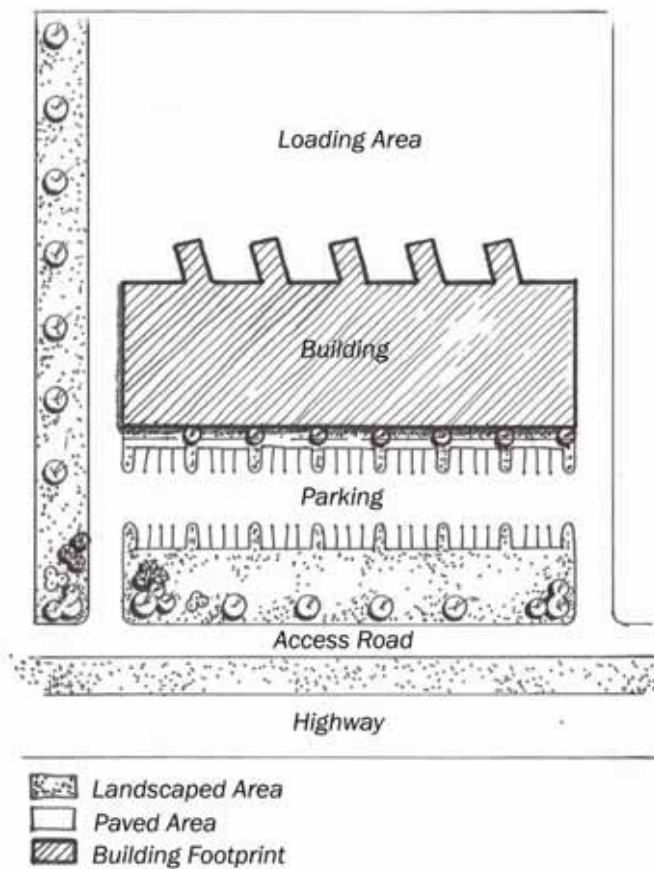
Examples of landscaping with displays.

Car and Farm Implement Dealership Development should generally adhere to the following design principles:

- Building frontage should be oriented facing the street. For maximum visibility, corner sites must address both frontages.
- Spaces in front of the building should be carefully planned to create display areas and balanced with requirements for visitor parking.
- Parking: The bulk of the parking should be located to the rear of the building.
- Servicing / Storage: Servicing and storage should be located to the rear of the building.

- Blank walls arising from design functionality requirements, should wherever possible, be oriented away from the street frontages. Massing should articulate building corners on sites at intersecting streets.
- Landscaping should be used to reduce the amount of hard paving, creating islands in large parking lots providing pedestrian connections and providing a buffer or screening for undesired uses such as storage or servicing areas associated with the use.

2.4 Distribution Centre Development Typology

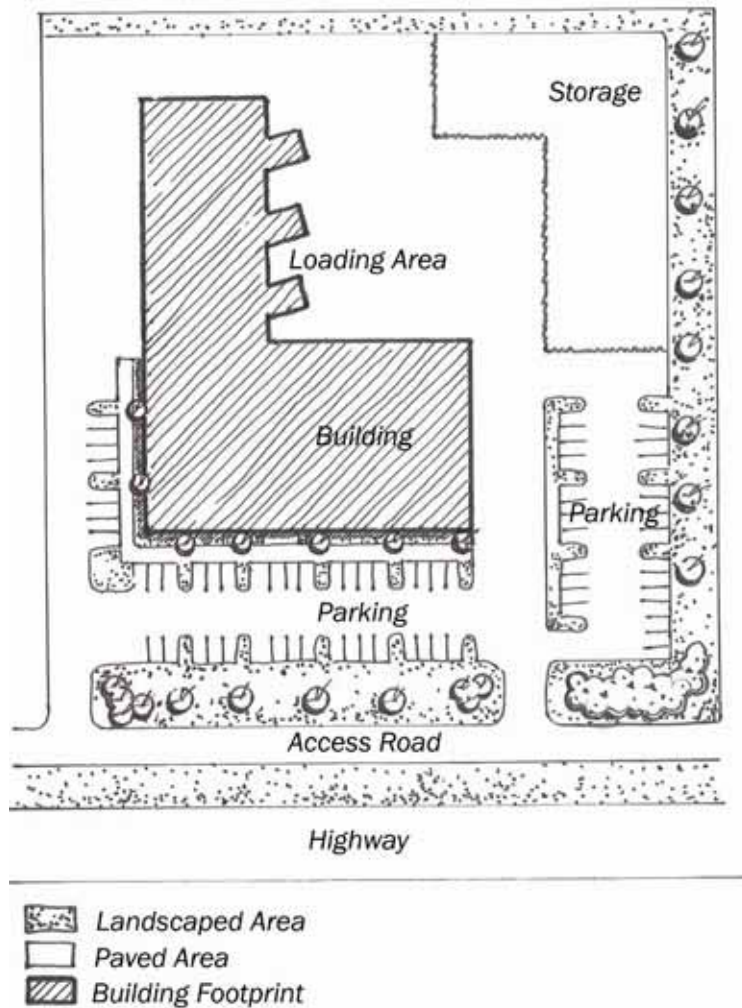


Examples of parking and loading area placement in a Distribution Centre Development Typology.

Warehouse/Distribution Centre Development should generally adhere to the following design principles:

- Building frontage should be oriented facing the street.
- Blank walls arising from design functionality requirements, should wherever possible, be oriented away from the street frontages. Massing should articulate building corners on sites at intersecting streets.
- Servicing / Storage: Servicing and storage should be located to the rear of the building.
- Parking: Visitor parking should be located at the front of the parcel buffered by landscaping between parking and the street. Other parking should be separated from the loading and servicing area.
- Landscaping: Landscaping should be used to reduce the amount of hard paving, creating islands in large parking lots providing pedestrian connections and providing a buffer or screening for undesired uses such as storage or servicing areas associated with the use.

2.5 Manufacturing Development Typology



Examples of parking, loading area, and storage placement.

Manufacturing Development should adhere to the following general design principles:

- Building frontage should be oriented facing the street.
- Blank walls arising from design functionality requirements, should wherever possible, be oriented away from the street frontages. Massing should articulate building corners on sites at intersecting streets.
- Servicing / Storage: Servicing and storage should be located to the rear of the building.
- Parking: the majority of parking should be located at front of the parcel, buffered by landscaping.
- Landscaping should be used to reduce the amount of hard paving, creating islands in large parking lots providing pedestrian connections and providing a buffer or screening for undesired uses such as storage or servicing areas associated with the use.

2.6 Rural Examples of Development Typologies



Example of loading area.



Example of building frontage design.



Example of landscaping.

Section 3. Site Planning

PREAMBLE

Mountain View County encourages developers to apply principles of conservation design, sustainable development and smart growth through a number of practices. These include conservation design during site planning to preserve significant natural features of the land that enhance local character while protecting important natural functions and open spaces. Natural features may include mature trees, rolling terrain, streams, drainage areas and viewpoints, elements that contribute to the distinct natural character of Mountain View County. Practices also include the construction of energy efficient buildings that incorporate passive or active solar heating, geothermal heating, water conservation and the use of recycled materials in construction. Construction management plans are also encouraged to minimize the amount of construction waste sent to landfills.

The following guidelines stress conservation and sustainable design principles, as well as green initiatives which are encouraged in commercial and industrial developments in Mountain View County.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

3.1 Preservation of Natural Areas

1. New development and major renovation projects should preserve and integrate natural site features to minimize environmental impact and reduce the amount of clearing and grading required.
2. Development on slopes and river valleys within natural areas are discouraged.
3. Development proposed in close proximity to wetlands and watercourses should be evaluated for any environmental impacts, including but not limited to negative impact upon water quality, and the protection of wetlands and waterbodies, in accordance with approved County policy.
4. Natural features such as gateway features, rest stops, and visual screening should be incorporated into the area's site plan and should allow for compatible types of recreation within natural and/or open spaces. Scenic vistas and viewpoints should be preserved, and where possible, should be incorporated into approved parks and open space networks.

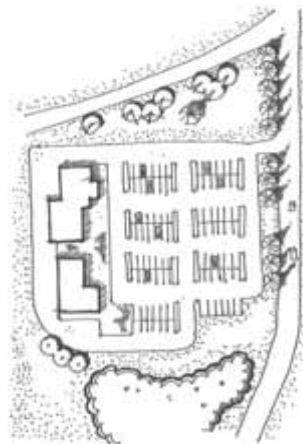
3.2 Building Placement

1. Site plans should coordinate with nearby developments to take advantage of similar perimeter landscape themes, common access, or other features.
2. Building setbacks and parcel coverage should comply with the limitations specified in each district. Buildings should be located and oriented to provide a strong visual and functional relationship with its site and nearby sites. Building placement is determined by setbacks outlined in the Land Use Bylaw No. 10/10, existing topography, vegetation, the building's relationship to surrounding buildings, roadways, and preservation of views.

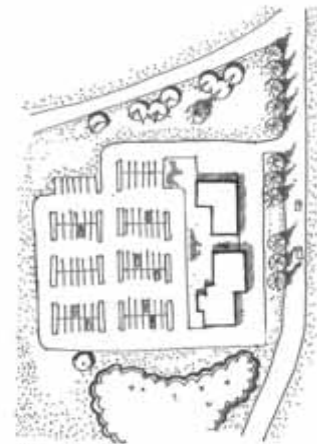
3. Accessory facilities such as mechanical equipment, waste collection, storage areas, and vehicle service areas should be located away from areas highly visible from public roadways. Appropriate screening may be required.
4. Loading, storage, and waste pickup areas should be concealed from view from nearby sites and public roadways. These areas should provide a sufficient turning radius for front-end waste collection vehicles. Waste bin storage rooms should be sized to handle an adequate number of bins and provide easy access to all bins for users and waste collectors.
5. Preference is given to parking located to the rear or side of the parcel. It is recommended that lots with double frontage place parking at the side of a parcel.
6. Lots with double frontage need to address both roadways with appropriate architectural design, landscaping, and/or screening.
7. Individual buildings should contribute to the overall intent of this Section, despite the importance of maintaining their individual identities. Commercial and industrial developments should embrace their mountain settings by maintaining view corridors and vistas.



Example of parking to the front of the parcel



Parking to the front of the parcel

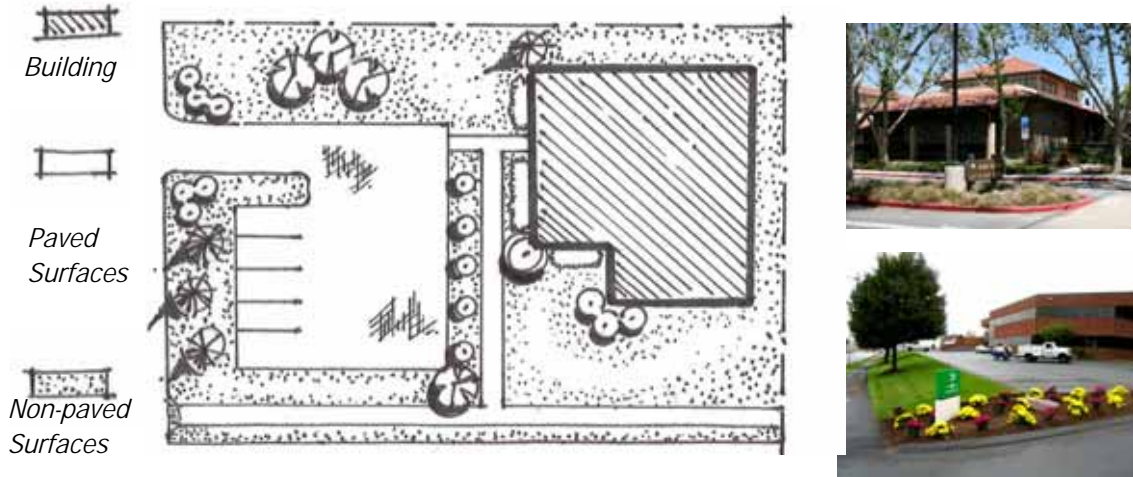


Parking to the rear of the parcel

3.3 Sustainable Design

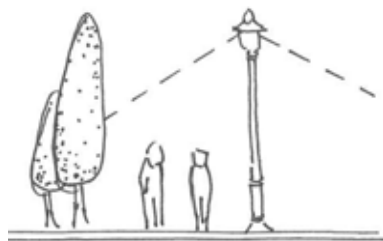
1. Commercial and industrial developments should apply techniques to reduce the consumption of water, energy, and materials. This should be consistent with best practices outlined in any future Mountain View County sustainable design policy initiatives. For the purpose of these Design Guidelines, design strategies should include site planning, water efficiency, energy conservation, and conservative usage of materials and resources. Where appropriate, further consideration shall be given to strategies addressing building design at the development permit stage as much as possible.
2. Sustainable Site Planning
 - 2.1. Site planning and design should evaluate the location, orientation of buildings, and other improvements, to maximize the use of passive solar energy, natural lighting, and natural ventilation.

- 2.2. Site plans should reduce the building and site development footprint, maximize the use of pervious surfaces and walkways, minimize paving, and provide natural shading of buildings and paved areas with trees and other landscape features to minimize the heat island effect.



Example of maximized pervious spaces.

- 2.3. Materials that are aesthetically pleasing and reduce negative impacts should be used where paving is not required for vehicular or pedestrian access.
- 2.4. Night time light pollution should be reduced by avoiding over-lighting of buildings, and using light sensors or low cut-off exterior light fixtures that direct light downward, instead of upward and outward (See diagram below).



Example of low cut-off lighting

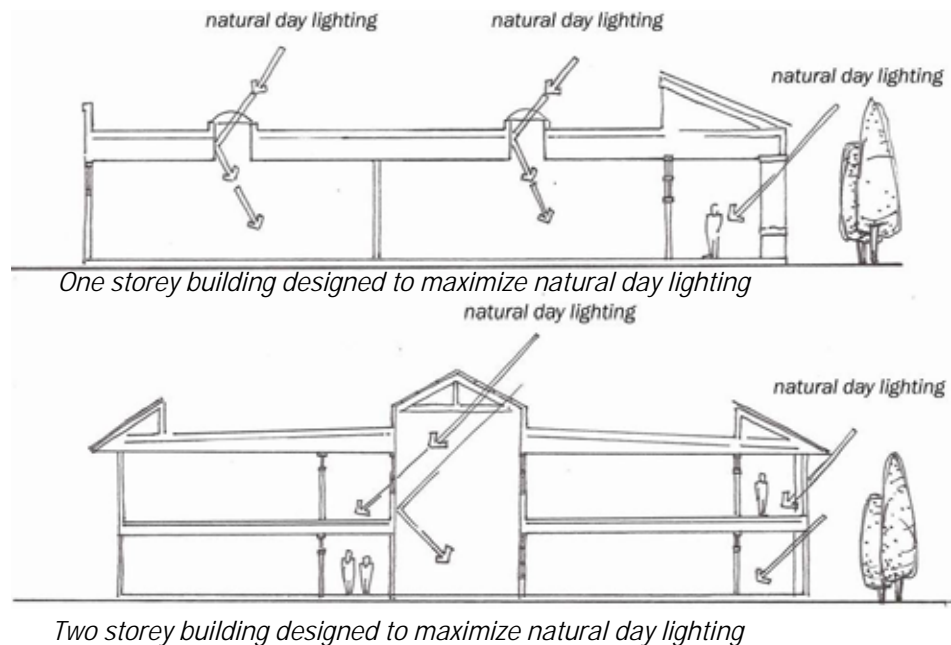
3. Water Efficiency

- a) The use of potable water should be minimized. The County encourages innovative site irrigation and cooling systems that implement on-site treatment such as harvesting, processing and recycling of rainwater, storm water, and building grey water.
- b) Wastewater collection and/or treatment systems should be considered where development may potentially affect water quality. Systems should be designed so that storm water leaving the site is filtered and processed naturally or mechanically to remove trash, debris, oil, grit and suspended solids.
- c) Water, and site and ground water quality should be preserved. Methods for achieving this include, but are not limited to, the use of indigenous, drought-resistant and hardy trees, shrubs, plants, and turf that require no irrigation, fertilizers, pesticides, or herbicides.

4. Energy Conservation

- a) Buildings should maximize the use of controlled natural lighting to reduce artificial lighting, the building's internal cooling load, and energy use. This is achieved by optimizing building orientation, massing, shape, design, and interior colors and finishes for day lighting.

b)



5. Materials and Resources

- a) For large scale developments, a construction waste reduction plan should be developed to identify ways to reduce the amount of materials used and waste generated through the implementation.
- b) Materials with a high-recycled content should be used in the building structure and finishes wherever possible.
- c) Where appropriate, bio-based materials and finishes should be used. One example includes various types of agriboard (sheathing and or insulation board made from agricultural waste and by-products, including straw, wheat, barley, soy, sunflower shells, peanut shells, and other materials).

- d) All products and systems used should be evaluated for their ability to be recycled when they reach the end of their useful life. Preference should be given to products and systems that provide easy, non-energy intensive separation and recycling with minimal contamination by foreign debris.

Section 4. Design, Character and Appearance of Buildings

PREAMBLE

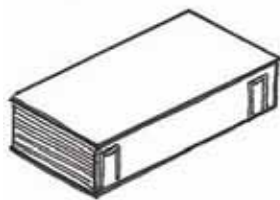
This Section of the Design Guidelines is specific to the design of commercial and industrial buildings. These guidelines will ensure that new buildings are designed and constructed in a manner which will minimize construction waste, have aesthetic massing and scale, use innovative materials, form, style and colour which are compatible with surrounding uses, incorporate landscaping and minimize light pollution. In keeping with the specific rural area character, developers are encouraged to incorporate materials and motifs which evoke these traditions rural neighbourhoods, such as Water Valley and Bergen.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

4.1 Massing and Scale

1. "Big-box" styled development is discouraged however it may be developed if it includes appropriate façade treatment and site landscaping.
2. Building massing and form should express the building's internal functions and desired external aesthetics.

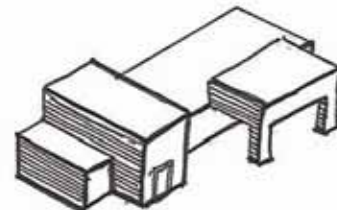
Example of building frontage.



Less Desirable

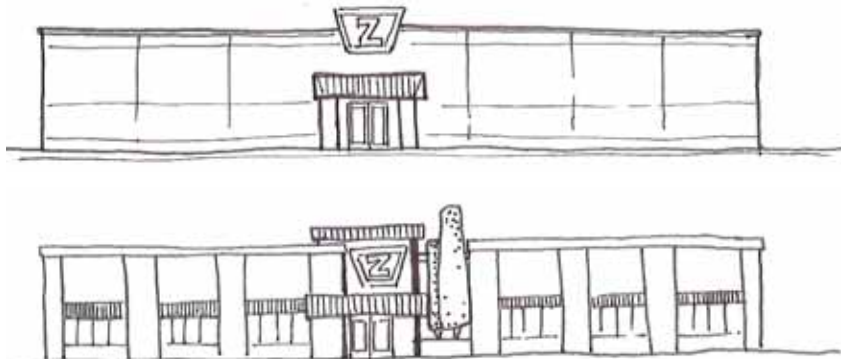


Horizontal Articulation Added



Vertical Articulation Added

3. Where large buildings are to be placed in settings where smaller buildings are more appropriate, the mass of the buildings should be reduced by introducing variations in wall setbacks and heights, additions of windows and other openings, using different materials or finishes, and similar methods.



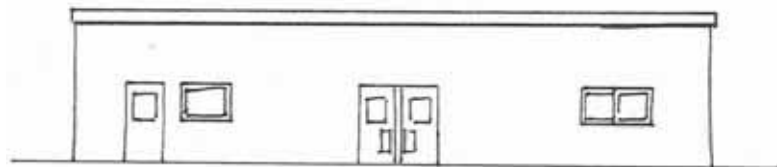
Example of variations in wall setbacks and addition of windows



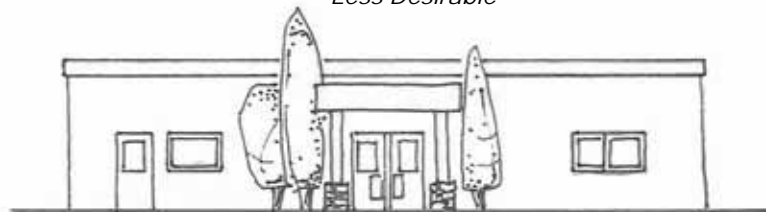
Use of different building materials.

4.2 Architectural Treatment of Building

1. For industrial or commercial uses, all buildings should be constructed and finished with durable materials designed to maintain the initial appearance of the development throughout the life of the project. Undesirable wall surfaces (such as exposed metal, or servicing ducts) exposed to public view from beyond the site should be improved consistent with the finishing materials or appearance characteristic of surrounding development.
2. Materials used in the architectural treatment of a building should reinforce the overall image and massing and architectural concepts while portraying a sense of high quality development and rural characteristics.
3. All new and/or major renovation projects should seek to complement surrounding development through architectural design. Buildings should be designed to respond to both their immediate functions and the rural setting of their surrounding district. Architecture should focus on character and design excellence and provide architectural features that are sensitive to the surrounding context with respect to scale, form, massing, style, material, and color.
4. If unable to be screened by plants or otherwise concealed, louvers, vents, and other mechanical equipment should be worked into the façade design. If separate from the building structure, consideration should be given to aesthetics. Roof-mounted equipment should be concealed by enclosures that are consistent in design with the building roof.
5. Building entryways should be well-defined and address the pedestrian concept for the development. Elements that should be used to emphasize entries include canopies, porticoes, and planting.



Less Desirable



More Desirable



Example of well-defined building entrance

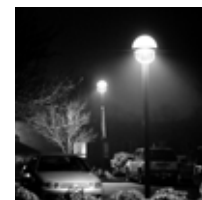
6. Building façades should avoid large stretches of blank uninterrupted walls where highly visible. Visual interest should be added to façades using one or more of the following methods:
 - a) use of various building elements;
 - b) wall articulation/colour/material that fits visual palette of a rural setting;
 - c) shrubs and trees.
7. Building rooflines should apply to the entire building and should not be limited to a single area on the building.
8. Roof forms between buildings on the same site should relate to one another stylistically and support design/site concepts.

4.3 Exterior Lighting

1. The Approving Authority may request a lighting plan regarding the exterior lighting to be submitted at the development permit stage. At the building permit stage the following should be given due consideration:
 - a) Fixtures located within a parking area should have a cut-off angle of 45 degrees.



Example of low cut-off lighting in parking areas.



- b) Wall expanses should not be lit unless for wall mounted signage.
- c) The following features are recommended when choosing light fixtures:
 - i. Light source: should provide effective control of visible light source, no fully exposed light bulbs.

- ii. Size of fixture: should be in keeping with the scale of the standard and should be fixed directly to the standard where multiple heads are used.
- iii. All light fixtures should be equipped with full spectrum cool white light only.

Section 5. Parking and Loading

PREAMBLE

Parking and loading should not be the dominant feature of any development. This Section aims to provide design guidelines to ensure parking design is in keeping with the overall objective of providing a high standard of appearance while maximizing parking spaces and minimizing vehicle/pedestrian conflict. Effective and careful planning of the site will help to ensure these objectives are met.

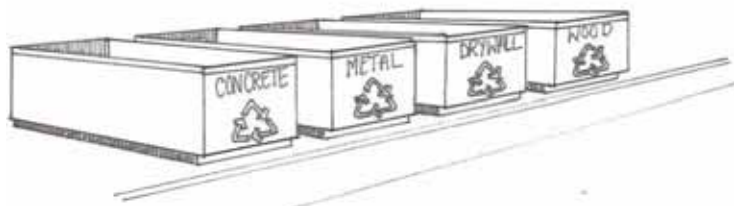
Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

5.1 Design of Parking and Loading Areas

1. Parking lots and driveways should provide pedestrian connections through parking lots and to buildings.
2. Parking stalls and loading spaces should be constructed with the following considerations:
 - a) Every access to an off-street parking space or loading area should be hard-surfaced if the access is from a street or lane that is hard-surfaced.
 - b) Adequate access to, and exit from, each stall should be provided at all times by means of manoeuvring aisles.
 - c) Curb cuts should be provided and located as necessary.

5.2 Design of Off-Street Loading Areas

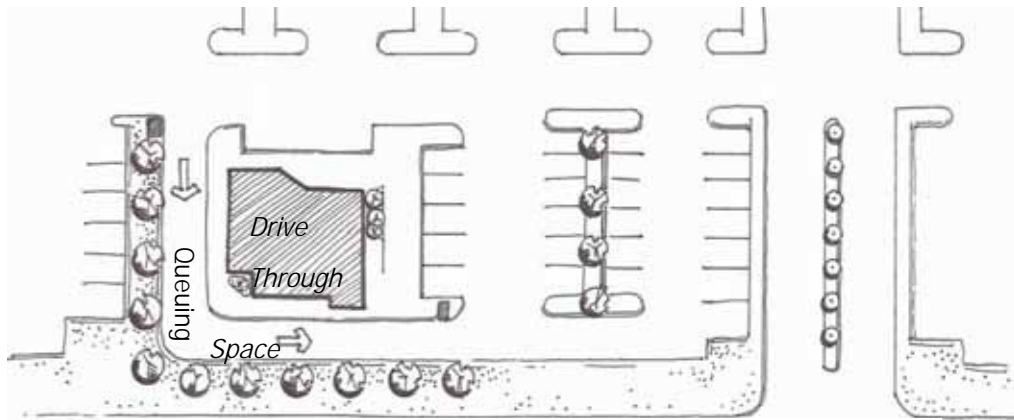
1. Loading spaces should be designed and located so that all vehicles can easily park and manoeuvre within the site without backing to or from adjacent roadways.
2. The Approving Authority, having regard to the types of vehicles that are likely to use the loading space, may change the minimum loading space dimensions, and should require all loading spaces to be marked.
3. Business industrial developments should consider site plan designs that allow for shared waste collection areas.



Shared waste collection

5.3 Vehicular-Oriented Uses Developments

1. Vehicle-oriented uses include drive-in food services, gas bars, services stations, drive-through vehicular services and other developments providing drive-in services in which patrons generally remain inside their vehicles.
2. Vehicle-oriented uses should be located only where the development will not adversely affect the functioning of surrounding public roadways.



Example of drive-through vehicular service development site plan

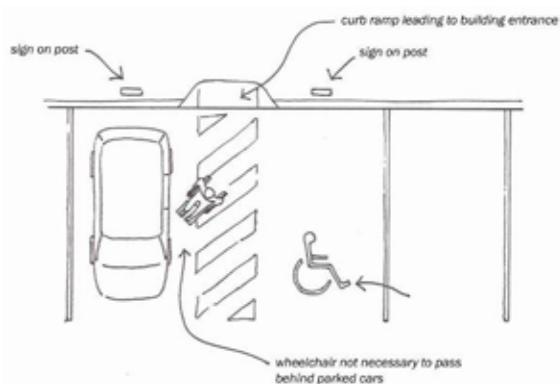
3. Queuing space should be provided as follows:
 - a) for drive-in food services, and other development having a service window, a minimum of six inbound queuing spaces should be provided for vehicles approaching the service window; or,
 - b) for drive-through vehicle services, a minimum of five (5) inbound queuing spaces should be provided for each service bay;
 - c) queuing lanes should provide sufficient space for turning and manoeuvring, and be maintained by the registered owner or lessee.



Examples of drive-through service developments.

5.4 Parking Spaces and Loading Zones for Vehicles Used by Physically Disabled Persons

1. Parking spaces for physically disabled persons should be located as close as possible to ramps, walkways, and building entrances.
2. Parking should be arranged in such a way that users of wheelchairs are not required to pass behind parked cars.
3. The required number and design of parking spaces and loading zones for vehicles used by physically disabled persons should be included as part of the applicable minimum parking requirement. This should conform to the requirements of the Alberta Safety Codes Act and other applicable Provincial legislation.

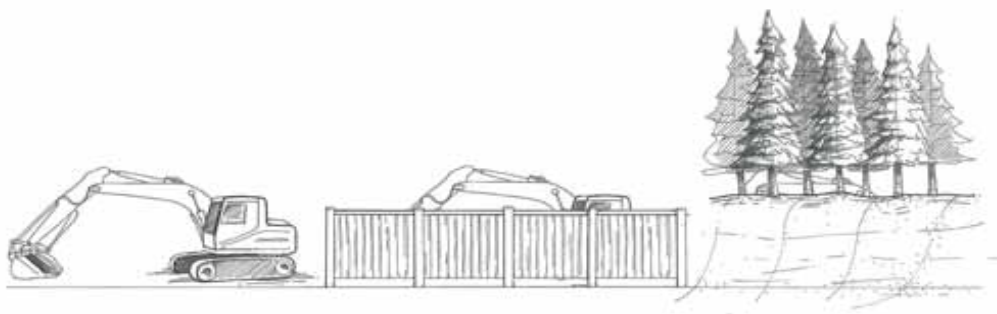


Example of parking arrangement for physically disabled persons.

5.5 Screening Requirements for Parking and Storage

1. Screening for uses which involve the outdoor storage of goods, machinery, vehicles, building materials, waste materials, and other similar uses are subject to the following:
 - a) Unless required as part of the sale, promotion or display of the vehicle, equipment, or product, all outdoor storage of vehicles, equipment, or products should be screened from public view.
 - b) Where screen planting is not sufficient to buffer outdoor storage (including salvage yards, lumber yards, pipe storage and similar uses), a fence and/or earth berm with sufficient height to block the view is highly recommended.

2. Screening in the form of fences, hedges, landscaped berms, or other means should be placed along the property lines of all commercial and industrial lots as follows:
 - a) Landscaping provided for screening purposes should be at least 1.8 m (5.9 ft) high.
 - b) Landscaping provided for screening purposes should include a minimum of two (2) rows of adequate vegetation evenly placed and the two rows offset to achieve a screening effect.

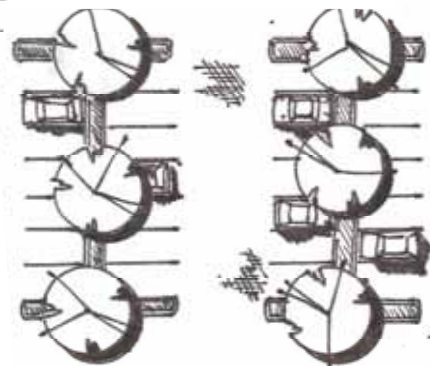


Examples of development with no screening, moderate screening and good screening.

- c) Commercial developments along the County Collector Network (CCN) should have a landscaped area of a minimum of 7.5 m (24.6 ft) wide along the property line abutting the residential lands. This landscaped area may be within a required yard setback.
 - d) Industrial parks should have a minimum of 15.0 m (49.2 ft) wide landscaped area along the property line abutting the residential lands. This area may be within a required yard setback.
 - e) On business/industrial parks, the developer should ensure that any outside work activity is screened from view from a highway or road. Yard screening may be supplemented by a planting buffer.
3. Landscaped traffic islands should be arranged to break up large areas of parking into smaller areas, and should be required within at-grade parking areas with a capacity of above fifteen (15) parking stalls. These islands should be a minimum of 3.0 m (9.8 ft) in width and 8.5 m (27.9 ft) in depth.
4. Display areas should not be located in a required front or side yard setback.



Example of landscaped traffic islands



5. Vehicle parking, outdoor storage, outdoor displays or the sale of goods should not be allowed on any portion of a site that has been approved for landscaping (including the natural display of mature grass, plants, or other landscaping features).
6. Pedestrian access to primary building entrances should be separated from auto access by walkways. Visitor parking should be located near the entrance of the building and should be removed from loading areas and truck parking areas.

This page is intentionally left blank

Section 6. Landscaping

PREAMBLE

Incorporating landscaping into commercial and industrial development will help it blend into the natural setting. Open spaces will soften the impact of the building visually as well as improve the pedestrian experience. Landscaping includes existing vegetation and topography, as well as that which is added by the developer. It also includes fences, decorative rock elements, and walkways.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

6.1 Landscaping Standards

1. Each development should have a landscaped area of not less than 10% of the total development area.
2. Natural landscaping material should be maintained in a healthy condition. Dead plants and trees should be removed and replaced with equivalent healthy landscaping.
3. Landscaping and grading should be designed to enhance the presence of each building.
4. All retaining walls, planters, flowers or shrub bed edging should give consideration to aesthetics and durability.
5. Fences used for screening should be carefully designed to reflect the proposed development in material, detail, and colour. Construction details should be selected to provide for long-term durability and security.
6. Screening for outdoor storage should be considered.
7. The use and maintenance of landscaping, berms, fencing, vegetation, and other screening should be considered to buffer proposed development from adjacent or neighbouring land uses.
8. The Approving Authority may require that a landscaping plan, acceptable to the Approving Authority, be provided as part of any application for a location/development permit or subdivision application.

6.2 Planting Standards

1. All commercial and industrial developments visible from a highway or County main roads should apply the following planting standards:

Table 6.2-1: Highways and Collector Roads Entranceways Planting Standards

PLANTING	STANDARD
Minimum Landscaping Area	A minimum of 10% of the site area shall be landscaped.
Minimum Landscaping Area for Parking Lots	For a parking and loading requiring 45 or more parking spaces, a minimum landscaped area of 1 m ² (10.8 ft ²) per on-site parking space shall be provided for visual relief from the expanse of hard surfacing.
Trees	The minimum number of trees shall be 1 tree for every 40 m ² (430.6 ft ²) of landscaped area.
Shrubs	The minimum number of shrubs shall be 1 shrub for every 60 m ² (645.8 ft ²) of landscaped area.

Note: Where the calculation of the required number of trees and shrubs results in fractions of trees and shrubs, the values shall be rounded up to the next whole number.

2. Natural landscaping material shall be maintained in a healthy condition and dead plants shall be removed and replaced.
3. Landscaping and grading should be designed to enhance the presence of each building.
4. All retaining walls, planters, flowers or shrub bed edging shall give consideration to aesthetics and durability.
5. Fences used for screening shall be carefully designed to visually relate to the proposed development in material, detail, and colour. Construction details shall be selected to provide for long-term durability and security.

Section 7. Signs

PREAMBLE

These guidelines are intended to have a positive influence on the use of signage by helping to reduce the visual clutter often associated with unregulated and overused signage, as well as aiding efforts to create an image that is appealing to Mountain View County visitors and residents alike. The intent is that signage should be designed to create visually interesting and well-designed signs that integrate with building design.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

7.1 Awning and Canopy Signs

1. Awning and canopy signs should only be allowed in commercial and industrial districts.
2. No person should erect an awning sign, a canopy sign, or an under-canopy sign unless such sign:
 - a) is securely hung and anchored to the building to which it is attached;
 - b) the structure to which it is attached is capable of resisting all stresses resulting from dead weight, snow, and wind loads;
 - c) is at clearance of not less than 2.1 m (7.0 ft) from the average ground level at the face of the building; and
 - d) does not project more than 3.0 m (9.8 ft) from the face of the building or structure to which it is attached.



Example of canopy sign.

3. Projecting signs installed over or above canopies should not be supported by the canopy.
4. Canopy signs may be attached to the sides and front of the canopy, and may extend the entire length and width of the canopy.

7.2 Fascia Signs

1. Fascia signs should not be located above any portion of a roadway, or project over public property unless there is a minimum clearance from grade of 2.5 m (8.2 ft) and a maximum projection of 0.4 m (1.3 ft).
2. A fascia sign should not exceed 15% of the visible area of the façade of each wall of the building on which it is located.
3. A fascia sign may be illuminated.



Example of fascia sign.

7.3 Painted Wall Signs

1. Only one (1) sign per wall should be allowed, and should not exceed 3.0 m (9.8 ft) in height and 9.0 m (29.5 ft) in length, notwithstanding a supergraphic which may be the entire length of an exterior wall.

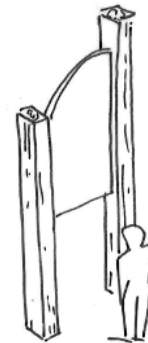
Example of painted wall sign.



7.4 Freestanding Signs

1. Freestanding signs should be subject to the following regulations:
 - a) One (1) freestanding sign should be allowed per parcel frontage for the purpose of identifying the use or building on that parcel.
 - b) The sign should be architecturally compatible with the general character of the building and/or the surrounding rural setting.
 - c) The maximum area of the freestanding sign should not exceed approximately 12.0 m².
 - d) The maximum area of a freestanding sign for local commercial developments should not exceed approximately 18.6 m².
 - e) The maximum height of the freestanding sign should not exceed 9.0 m (29.5 ft).
 - f) Where more than one (1) business occupies a building, additional signage should be located in accordance with a comprehensive signage package prepared for the building, and submitted as part of the required development permit.
 - g) The sign may be illuminated, but should not have flashing or intermittent lights or devices or mechanisms that create the impression of flashing or intermittent lights. However, reader board signs are permitted.
2. The bottom of a freestanding sign should be a minimum of 3.6 m (11.8 ft) above grade and the space between the bottom of the sign and the grade should be unobstructed, except for such supports as the sign may require.
3. A freestanding sign may be allowed in a setback area as established in the Land Use Bylaw No. 10/10 and is subject to the condition that it be removed or relocated at the owner's expense upon request by written notice from the County.

Example of freestanding signs.



7.5 Pylon Signs

1. A pylon sign means a sign supported by or suspended from a freestanding column or columns of structural steel, pipe, or poles.
2. Pylon signs including all uprights, braces, and supports thereof should be constructed of non-combustible material provided however, that facings, letters, figures, decorations, and structural trim thereof may be made of approved combustible materials.

7.6 Projecting Signs

1. The nearest edge of a projecting sign should not extend more than 0.3 m (1.0 ft) from the building face.
2. No projecting sign should be erected so that the bottom thereof is less than 3.6 m (11.8 ft) or more above grade.
3. All projecting signs should maintain the required clearance from overhead power and service lines as required under the Electrical Protection Act and the current Alberta Safety Codes.
4. The maximum area of a projecting sign should be 4.5 m² (48.4 ft²).

Example of projecting sign



7.7 Wall Signs

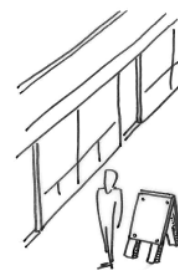
1. Wall signs should be securely fastened to walls and should not be entirely supported by an unbraced parapet wall. It should have a maximum horizontal dimension of 6.0 m (19.7 ft).



Examples of wall signs.

7.8 Portable and Inflatable Signs

1. Except for portable signs erected by the County or the RCMP as warning signs in connection with traffic speed or safety, portable, temporary, or inflatable signs should not require a permit when in place for no more than seven (7) consecutive days in a calendar year.
2. Unlicensed vehicles used for the purpose of advertising are prohibited.



Example of portable sign.

7.9 Gateway and Directional Signs within Private Properties

Information signs should be a consistent, uniform sign package that introduces the traveler to the Mountain View County. Entry signs should announce the County or individual developments with similar or complementary design themes and material components.

Signs should be designed to be unique and reflect the character of Mountain View County. Materials used for the signage should be integrated with the building materials.

Historical signs can include information signs for historic sites, building history, scenic views and vistas, historical landmarks, family and early settler history, walking tours, industry, ranching, and the railway.



Example of gateway signs.

7.10 Illumination Provisions

Signs or advertising structures should not have flashing or running lights.

A Permit will not be issued for and no person should erect, install or maintain an electric sign, unless it conforms to the current *Alberta Safety Codes* and regulations.

A sign located on or at the rear or side of any building should not be illuminated if such sign is adjacent to any multi-parcel residential subdivision.

The illumination for any permanent sign should not create a direct glare upon the surrounding site, roadways or multi-parcel residential subdivision.

Signs operating or employing stereo-opticon, video, motion picture, laser, or other similar projection devices may only be allowed in commercial or industrial districts.

Section 8. Site Specific Design Guidelines

PREAMBLE

Site Specific Design Guidelines are provided to guide design in highly visible areas of particular interest to the County, where environmental preservation, site specific features, and building forms may enhance or convey the Mountain View character.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

8.1 Highways and Collector Roads Entranceways

PREAMBLE

The purpose of this section is to establish a positive visual impression of commercial and industrial developments located in key areas adjacent to highways and County main roads. Lands subject to this section should also follow the guidelines laid out in Sections 1-6.

Note: The text contained within this grey box does not form a part of the Design Guidelines and is only provided as context for the reader.

1. Application
 - a) This section applies to all new and/or major renovation projects of all lands designated for industrial or commercial purposes, within 805.0 m (2641.0 ft) of a highway, County collector network or roads defined as high traffic in area structure plans.
2. Landscaping
 - a) Where feasible, trees existing on the site should be preserved and protected or replaced.
 - b) Additional landscaping is always encouraged, especially if
 - i. there is a likelihood that the proposed development will generate undesirable impacts on surrounding sites, such as poor appearance, excessive noise, light, odours, traffic, litter, or dust; or
 - ii. there is a likelihood that undesirable impacts may be generated on the site, and cause conflicts with other businesses within the development.
 - c) The additional landscaping is encouraged to mitigate/provide for the following:
 - i. additional separation space between incompatible use classes;
 - ii. the use of trees, shrubs, fences, walls, and berms to buffer or screen uses of negative impact; and
 - iii. the use of trees, shrubs, planting beds, street furniture, and surface treatments to enhance the appearance of a proposed development.

3. Signs

- a) Directional signage should be approved by Alberta Transportation if located adjacent to a highway.
- b) Billboards advertising developments or services off site will not be allowed within this overlay.
- c) Where more than one (1) business occupies a building, additional signage should be located in accordance with a comprehensive signage package prepared for the building and submitted as part of the development permit application.
- d) The sign should not exceed 9.0 m (29.5 ft) in height and no dimension exceeding 4.5 m (14.8 ft).
- e) Illuminated freestanding signs should not exceed 7.5 m (24.6 ft) in height.
- f) Moving or animated signs and electronic message boards that may distract highway users should not be allowed within this overlay.
- g) Where buildings abut a highway corridor, signs facing and visible from that corridor may be considered by the Approving Authority if they comply with the following principles:
 - i. one (1) illuminated business logo sign per visible façade. The maximum dimension of such sign should not exceed 3.0 m (9.8 ft) in vertical and horizontal direction, parallel to the façade of the building, nor exceed a depth of 0.3 m (1.0 ft);
 - ii. one (1) illuminated business name per visible façade should not exceed 15% of the area of the façade of the building or business premises, whichever governs and should in no case exceed 40.0 m² (431.6 ft²) less the area of any logo referred to in subsection above; and
 - iii. to discourage the use of building facades as billboards, a business sign exceeding an area of 10.0 m² (107.60 ft²) and 1.5 m (4.9 ft) in height, should be limited to individual letters or shapes.

4. Lighting

- a) Outdoor lighting provided for security, display or attraction purposes for any development should be arranged so that no rays of light are directed at any adjoining site or interfere with the safety of adjacent traffic.
- b) No light structure should exceed a height of 7.5 m (24.6 ft).
- c) No light should be attached to a structure above a height of 7.5 m (24.6 ft) along that structure.
- d) The developer should provide a plan indicating the location of all exterior lights, including the projected light patterns in relation to adjacent public roadways and developments.
- e) No flashing or strobe, or revolving lights, which may impact the safety of motorists using adjacent public roadways, are allowed to be installed on any structure or site.

5. Access

- a) Vehicular entrances and exits, as well as on-site pedestrian and vehicular routes, should be designed to provide a safe and clearly defined circulation pattern.
- b) Loading bays should be located in such a manner as to not impede the efficient flow of traffic and pedestrian movement and to minimize impacts on adjacent land uses.
- c) To provide opportunities for convenient and free flowing traffic movements between lots, development on adjoining lots may be integrated by direct on-site access connections.

6. Architectural Features

- a) All buildings on a site should follow the same theme and exhibit a high standard of appearance. Exceptions may be made to accommodate corporate images.
- b) Rooflines and façades of large buildings with a single wall greater than 30.0 m (98.1 ft) in length should be designed to reduce the perceived mass by the inclusion of design elements, such as arches, columns or gables with exterior finish materials composed of predominantly muted colours.
- c) Mechanical equipment (including roof top mechanical equipment) should be screened from view. Screening should be compatible with the theme and character of the site.
- d) All waste collection areas, visible from the corridor, should be screened. Screening should take the form of berming, landscaping or solid fencing or any combination of the foregoing.
- e) Development setbacks should be established with input from Alberta Infrastructure and Transportation as part of an outline plan or area structure plan, or at the time of subdivision or development.

7. Directional Signage

- a) The following is required for signage in industrial and business parks:
 - i. An on-site system of directional signage such as way-finding signs and gateway features should be designed and installed to help orient motorists and pedestrians.
 - a. A graphics standards manual should be developed for gateway features and signage to ensure a comprehensive and unified approach that uses a consistent colour scheme and identifier.
 - b. Gateway features should be designed and constructed at strategic locations identified in the development site plan.
- b) Directional signs should be coordinated with the design of the building and site in terms of locations, scale materials, finishes, and colours and should be kept to a minimum size and number needed to inform and direct visitors and users.



DEVELOPMENT PERMIT APPLICATION
DESIGN REVIEW CHECKLIST

PLANNING AND
DEVELOPMENT SERVICES

Development Permit No.: _____

Date: _____

Owner: _____ Phone: _____

Address: _____

Consultant: _____ Phone: _____

Address: _____

Contractor: _____ Phone: _____

Address: _____

Project Location: _____

Legal Description: _____

Land Use: _____

The Design Review portion of the application will be considered complete when the required following documents have been submitted. Requirements will be determined on a case-by-case basis by the Approving Authority:

Drawings at scale sufficiently large enough to enable all features of the project to be clearly reviewed.

- Site Analysis Drawings:** legal description, legal survey of property lines, survey locations of existing trees and landscaping features, survey of existing topography, adjacent existing or proposed developments, all other features affecting site development
- Site Photographs:** existing site and adjacent sites
- Site Development Plan:** location of all proposed buildings, existing trees and structures to be retained, proposed hard surfaces, proposed vehicle and pedestrian circulation, all dimensions and setbacks, service and mechanical areas, sign locations
- Site Grading Plan:** existing and proposed contours, spot elevations, percentage of slopes on all hard and soft surfaces, retaining walls, surface drainage
- Landscape Plan:** size, species and location of all retained or proposed plant materials, method of irrigation, location and design of all hard surfaces and related features, location and type of exterior lighting, screening of service and mechanical equipment
- Architectural Floor Plans:** all building levels
- Architectural Building Elevations:** all building sides, indicating all exterior building materials, colors
- Perspective Sketch:** the most prominent view of the project
- Design Statement:** a written and/or visual form, describing how the project enhances the character of Mountain View County and adheres to the intent of the design guidelines

Planning Review:

Land Use Compliance: Compliant Non-Compliant

Bylaw Compliance: Compliant Non-Compliant

Outstanding Issues: _____

Development Officer: _____

Design Review:

	Acceptable	Not Acceptable	Needs Work	Not Applicable	Comments:
Site Plan:					
Building Placement:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Preservation of Natural Areas:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sustainable Design:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Design, Character and Appearance of Buildings:					
Massing and Scale:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Architectural Treatment of Buildings:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Exterior Lighting:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Parking and Loading:					
Design of Parking and Loading Areas:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Design of Off-Street Loading Areas:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Vehicular-Oriented Uses Developments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Parking Spaces and Loading Zones for Vehicles Used by Physically Disabled Persons:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Screening Requirements for Parking and Storage:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Landscaping:					
Landscaping Plan:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Signs:					
Awning and Canopy Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Billboards:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fascia Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Painted Wall Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Freestanding Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Portable and Inflatable Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Projection Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Wall Signs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Illumination Provisions:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Gateway and Wayfinding:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Site Specific Design Guidelines:					
Location within Highways and Collector Roads Entranceways Overlay:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Comments: _____
