

Dakota Dunes Commercial Association

Design Guidelines



Dakota Dunes
Commercial Association, Inc.

Design Guidelines

Dakota Dunes
Union County, South Dakota

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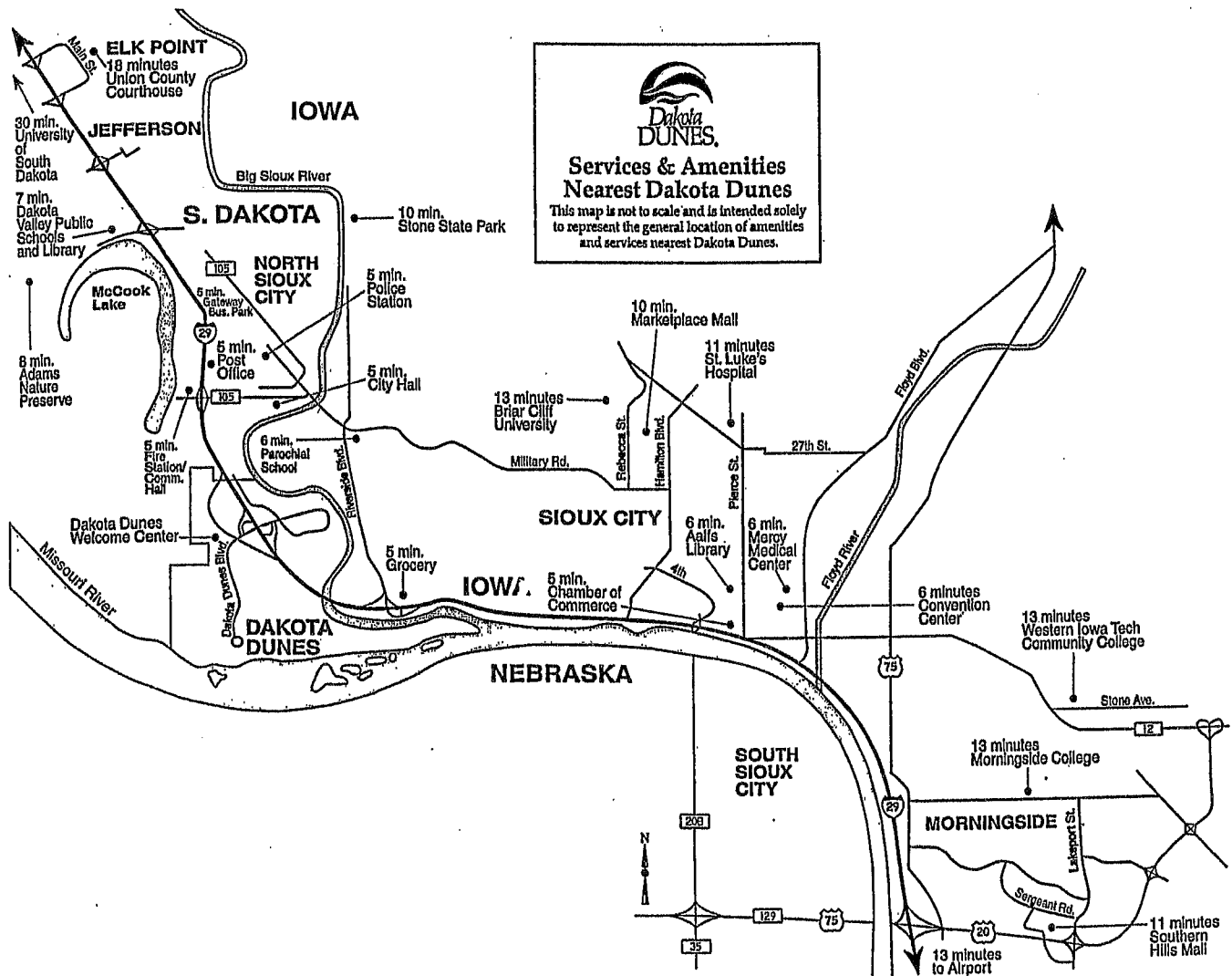
Introduction

Introduction

Dakota Dunes

Dakota Dunes is a full-service community designed for a high standard of living. It offers multiple high-quality neighborhoods including one around a championship golf course and country club. It also offers a variety of commercial development opportunities including retail, office, light industrial and research application development parcels.

The community is in the southeastern corner of South Dakota near Sioux City, Iowa. Dakota Dunes benefits from convenient access to local public services and facilities. (Note driving times indicated on the map below.)

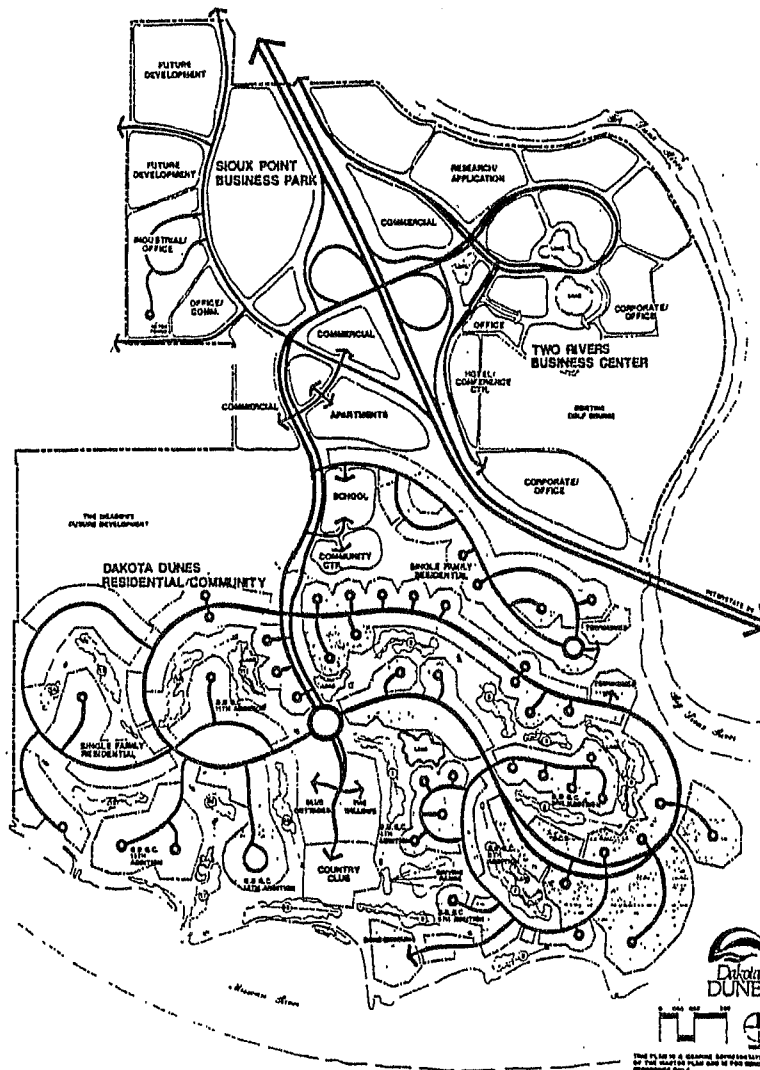


Design Guidelines

These Design Guidelines are established to assure and implement the highest level of design standards for the community. They will serve as a framework of procedures, design concepts, performance and quality standards that will guide the design and construction of corporate office development. They are established to complement the "Declaration of Covenants, Conditions, and Restrictions for Dakota Dunes Commercial Association" (CCR's) and, according to the responsi-

bility assigned to the Design Review Committee, to establish standards by which they may review and administer the planning and design of the development parcels within the Community.

The Dakota Dunes Commercial Association reserves the right to revise and update the design criteria as well as the performance and quality standards within these Design Guidelines to respond to future changes.



Section One

Review Process

Review Process

Design Review Committee

The Design Review Committee (DRC) shall consist of appointees by the Commercial Association Board of Directors.

The Design Review Committee may use professional design consultants in Architecture and Landscape Architecture/Land Planning as necessary.

Functions of the Committee

1. The DRC will evaluate each of the plans for commercial development submitted by a Builder for adherence to the design criteria and performance and quality standards set forth in the Design Guidelines and compatibility of design with adjoining sites and common spaces.
2. The DRC will interpret the standards at the request of the Builders. If conflicts arise in meeting these standards, the DRC will review and evaluate the conditions, and provide a ruling.
3. The DRC has the right to grant variances from the Design Guidelines in accordance with the Declaration of Covenants, Conditions and Restrictions (CCR's).
4. The DRC will monitor and overview the design and construction process to ensure conformance with the approved documents and the standards set forth in these Design Guidelines. It is, however, the responsibility of the Builder to ensure that what is actually built is consistent with plans approved by the DRC.
5. The DRC shall review each submittal and respond, authorizing the continuation through the next phase of the review process. Unapproved or incomplete submissions shall be revised and resubmitted for review and approval. The response of the DRC shall be given within 15 calendar days of submittal. Approval will be in writing and shall in no way relieve the Builder of his responsibility and liability for adherence to any applicable ordinances and codes.

Design Review Process

The following is an outline of each phase of the design review process and submittal requirements for each phase. Additional information concerning review schedules and responsibilities is specified in the CCR's. All exhibits required in this process must be submitted and, if possible, approved by the DRC prior to submission to Union County or any other governmental authority.

A checklist is provided in the Appendix indicating submittal requirements. This checklist should be attached to each set of drawings in the submittal process.

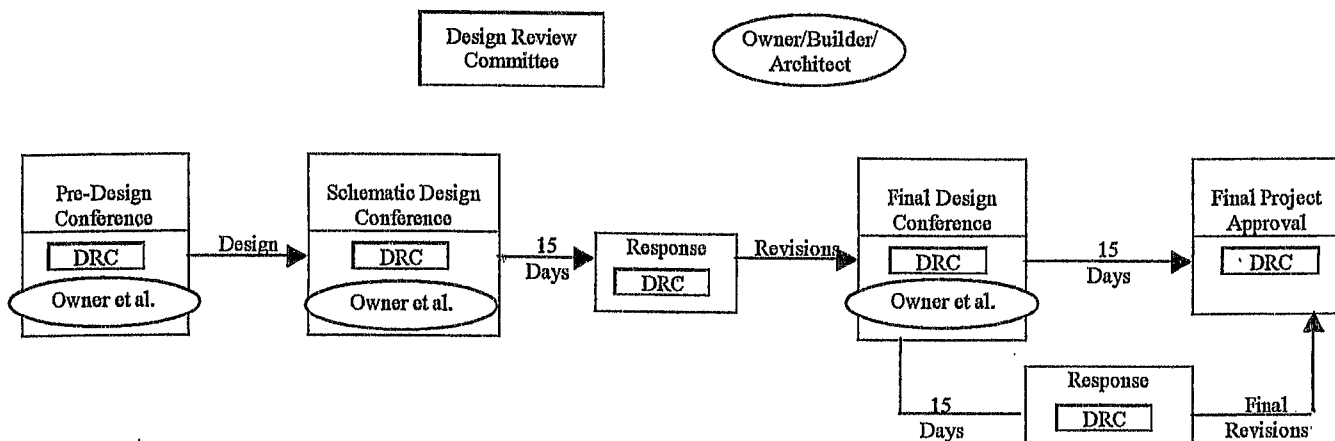
Pre-Design Conference

Upon the selection of a development parcel and prior to the beginning of a preliminary design, the DRC will meet with the Builder and his representatives to discuss the proposed development. It is understood that all information is confidential.

At this time the parcel owner shall make available the following:

1. A general description of the parcel.
2. General information, including but not limited to the tenant's name, address, project manager, landscape architect, architect, engineer and other consultants.
3. A schedule to show anticipated planning and design time frame and the beginning and completion of construction. The schedule should include the Design Review Process.
4. Submission of all information as requested will expedite the review process. The DRC will assist in determining the required submittals and review schedules at the Pre-Design Conference.

Dakota Dunes Design Review Process



Schematic Design Conference

A complete schematic design submittal shall include the following:

- 1, A site survey of the parcel at a minimum scale of 1" = 20'. Base data pertaining to lot lines, topography at a contour level of one foot, easements, existing vegetation, etc., are to be shown on the survey.
2. Site analysis to include map(s) identifying specific vegetation, slopes, hydrological drainage conditions and other natural or man-made elements.
3. Site plan at a minimum scale of 1" = 20' to show building location, entrance, service area, site amenities, parking, and road layout. The plan shall show grading and landscape concept, walk- ways, lighting and irrigation. Intended locations of all signage shall also be shown with a message schedule. On grading plans show all existing grades 20' outside the property line into the adjoining property.
4. Utility plan at a minimum scale of 1" = 20' and shall include the following:
 - a. Point of connection to existing water distribution system and schematic water demand for normal and fire service.
 - b. Point of connection to existing sanitary sewer and schematic plan of proposed system and available capacity in existing. Estimates of proposed flow required.
 - c. Electrical connection and service location.
5. Schematic building floor plans, sections and elevations at a minimum scale of 1/16" = 1'-0".
6. Full sample board with major external materials.
7. Schedule to show time frame of construction and a general phasing of the development.

Final Design Conference

Three complete sets of design development drawings and specifications are required for this review, Drawings and other information shall include the following:

- 1, Site plan at a minimum scale 1" = 20' to show property line, building footprint, existing and proposed contours, all easements and rights of ways and contract limit line.
2. Utility plan at a minimum scale of 1" = 20' to include: (Can be included on site plan.)
 - a. Sanitary sewers, sizes and materials.
 - b. Water lines.
 - c. Telephone, gas and electric.
 - d. Relocation of any existing utilities.
3. Grading and drainage plan at a minimum scale of 1" = 20' to include: (Can be included on site plan.)
 - a. Existing and proposed contours, spot grades, finished floor elevations and drainage patterns with percentage of slope,
 - b. Location, elevations and size of all inlets, catch basins, manholes, culverts, storm drain lines and open channels,
 - c. Methods and calculations of all runoff and capacities of storm drainage system,
4. Landscape plan to show all new and existing planting and existing vegetation to be saved. The quantities and sizes of plant materials must be noted. An irrigation plan for all landscaped areas is required. (Refer to Landscape Section.)
5. Building plans, elevations and sections to include courtyards, plazas, etc. at a minimum scale of 1/8" = 1'-0",
6. Perspective renderings and sketches in color to fully represent the building. Full sample board with major exterior materials.
7. Signage package showing all materials, locations, details and message schedules. Refer to Section Eight.

Final Project Approval

The builder shall submit two complete sets of working drawings, showing on each sheet the seal and signature of a registered architect, landscape architect and/or engineer, and specifications for final review to insure adherence to the approved preliminary design and prior to submission to Union County or any other governmental agency. Any subsequent changes required to comply with applicable codes must be resubmitted for approval. Any changes in material samples shall be submitted. A copy of a final color rendering is required. The DRC may request a meeting to discuss modifications of the drawings or in the specifications.

After approval, the DRC will return one set of approved documents to the parcel owner.

Note: After completion of construction, any changes to color, structure, fences or landscape, or any additions to the structure or any removal of trees 6" or greater in diameter must be approved by the Modifications Committee.

Construction Reviews

The DRC shall have the right to overview the construction process in order to ensure conformance with the approved documents and the standards set forth in the Design Guidelines.

Modifications Committee

A Modifications Committee (MC) may also be appointed by the Board of Directors. The MC shall consist of at least three (3) and no more than five (5) members. The MC shall have the exclusive jurisdiction over modifications, additions or alterations made on or to existing units or structures in accordance with the CCRs.

Ordinances & Standards

Design Review Committee or Modifications Committee approvals does not assure compliance with the requirements of all public agencies having jurisdiction over the project, including Union County and the Dakota Dunes CID. Each Builder or owner must comply with all zoning regulations, building codes, subdivision control standards and any other regulations applicable at the time of purchase and development. Review and approval of Builder's or owner's designs by the Design Review Committee or Modifications Committee is to ensure compliance with these Design Guidelines and to promote the quality image of Dakota Dunes. Any results from a review of the DRC or MC should not be considered a representation as to compliance with the requirements of any public agencies having jurisdiction over the project.

Where applicable requirements and codes overlap or appear to be in conflict with the requirements of the Design Guidelines, the more stringent provisions shall govern.

Approval of Builder or owner designs by the DRC does not relieve or supersede other approval requirements by the authorities having jurisdiction.

The DRC is not responsible for review of structural, mechanical or electrical design or any related building or building code issue not explicitly covered in these guidelines).

Building permits shall be issued by the Union County Land Use Administrator to the Dakota Dunes DRC for approval and distribution. No building permit shall be issued without DRC approval of the proposed project.

Variances

The applicant shall be responsible for all fees related to the filing of variances to Union County.

Section Two

General Site Development Standards

General Site Development Standards

The objective of the Commercial Association in the planning and design of Dakota Dunes has been to preserve the natural character of the site. This entails minimal alteration to the land and minimal impact to the existing grades, vegetation, and ecosystems. Comparable care shall also be taken by the participating tenant to preserve the natural environment through innovative site planning and architectural design.

Care has been taken in the overall planning to provide communities that would conform to a high standard of living. These site development guidelines shall give a tenant direction in planning each project for development to be consistent with that standard.

Minimum dimensional requirements shall be in accordance with the local zoning ordinances or the following standards, whichever is greater.

Coverage

Building

Not more than 40% of the parcel may be covered by buildings.

Impervious Coverage

Not more than 60% of the parcel may be covered by buildings, parking lots or any impervious surface. The remaining 40% must be pervious, landscaped area.

Parking

No on-street parking will be allowed. Parking areas shall be sufficient to serve the uses of each site. Generally, they should follow the minimum parking requirements per 1,000 square feet of building area as follows:

Offices – 4
Restaurants – 10
Call Centers – 10
Retail – 3
Drive Through Stacking – 8 que spots
Industrial – 2

Height Limitations

To avoid monotony of line and regularity of structure, buildings over two stories should have variety in height.

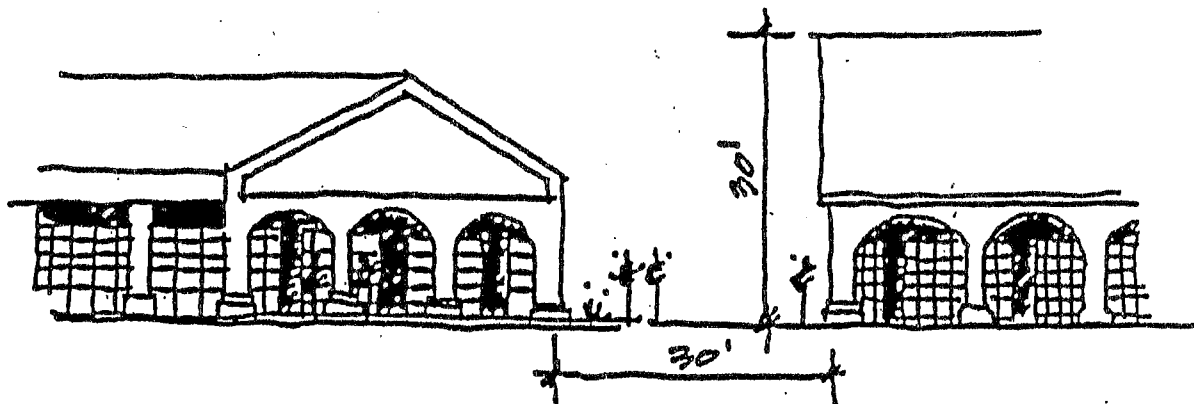
Building height shall be limited to 50 feet except where next to a residential land use. In these cases, they shall be limited as follows:

<u>Distance from Property Line</u> (Recommended)	<u>Maximum Height</u>
30 to 40 feet	15 feet
40 to 60 feet	25 feet
Over 60 feet	50 feet.

It is strongly recommended that building height be varied from one bay or building to another. This will add variety and interest to the design of structures. Any variations shall be reviewed by the DRC.

Building Separation

On individual parcels, where buildings are not separated by a property line, buildings shall be separated by a distance equal to the height of the taller of the two adjacent structures. For example, if one building is 30 feet high and the adjacent structure is 40 feet high, they shall be separated by 40 feet. Exceptions may be made where innovative design creates high quality spaces between buildings and does not compromise the light and air needs of affected spaces.



Setbacks

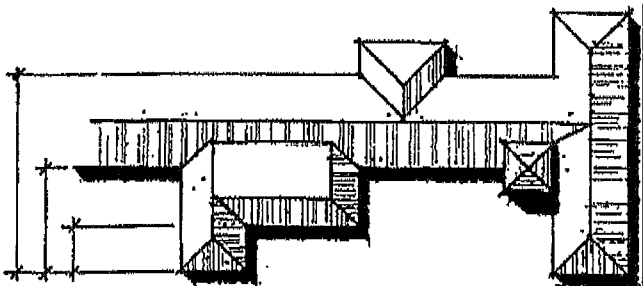
Staggering building setbacks from roads should be utilized to eliminate a regimented and monotonous streetscape. Staggering the facades of individual structures, or groups of structures can be done to achieve a similar effect. Additionally, long facades may be differentiated by courtyards or increased integration of parking and building edges.

Building Setbacks

From Interstate Right of Way or Interchange - 80 feet
From Primary Roads - 80 feet
From Secondary Roads - 50 feet
Side and Rear - 30 feet when abutting other businesses, 40 feet when abutting a residential land use.

NOTE:

Setbacks from roadways are measured from back of curb to finished face of structure.



**STAGGER BLDG. FACADES
OF INDIVIDUAL ENTRANCES**

FRONT

Parking Setbacks

From Interstate Right of Way or Interchange - 50 feet
From Water - 50 feet
From Primary Roads - 50 feet
From Secondary Roads - 35 feet
Side and Rear - 25 feet

Setback areas may be crossed by access roads but may not be used for parking or any other use except landscape buffers, pedestrian circulation, or open space.

Section Three

Building Design

Building Design

All elements of building design should complement and consider the important elements of the architectural character, history, and culture of the Siouxland area, as well as preserve and enhance the natural landscape. Architecture should also reflect the high quality work environment created in Dakota Dunes. Building massing, detailing, colors and textures should respect the low-density, low-rise development, large open spaces and campus image of the development.

These guidelines are not intended to preclude any imaginative solutions to special site conditions. However, the following building design concepts must be considered:

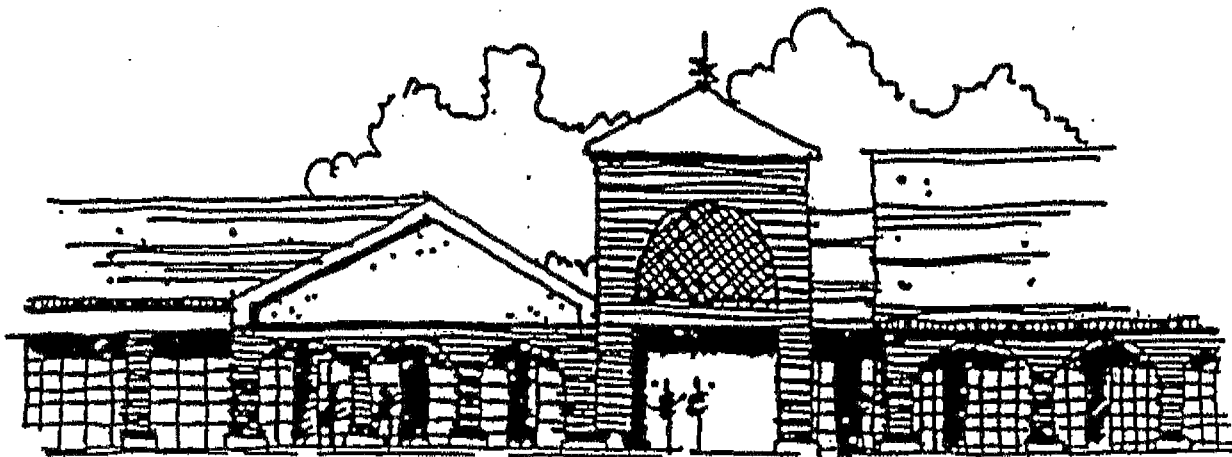
1. Preservation of existing vegetation and other important site features through proper site planning.
2. Use of modules to break down the scale of higher density development.
3. Conformance to existing topography.
4. Proper relationship to neighboring developments and future development sites.
5. Avoiding the use of large, uninterrupted planes in both facades and roof areas.

Design Character

It is strongly recommended that Tenants strive to create built environments that are unique or special. The DRC will work with developers and their architects to develop themes within their projects that will add this character and quality to Dakota Dunes.

Massing

To create variety and diversity, it is desirable to vary the masses within each building so that uniformity of line and mass is avoided. In addition, building projections should provide variety through the use of windows, doors, eaves and parapets. Building components should have good proportions and interesting relationships to help avoid monotonous, uninteresting building elevations.



Permanence and Quality Standards

Permanence implies that buildings will age without deteriorating, given a minimum level of maintenance. This is achieved using quality building materials and methods of construction. For this reason, certain materials and finishes are not permitted.

The approval of exterior building materials, including type, color, texture and durability, and the extent of use of any single material or combination of materials shall be solely at the discretion of the DRC.

Building Materials

In keeping with the planning and design considerations given to the natural environment, and in keeping with the upscale image of Dakota Dunes, certain building materials are more appropriate than others. Materials not listed below or new building materials, as they are developed or become available, will be given special consideration by the DRC provided their use harmonizes with the community appearance.

Roofing Materials

The goal is to use materials that match the natural tones of vegetation as well as native materials. Just as planning and site planning that considers natural contours and vegetation patterns creates environmental quality, the use of attractive, native materials in warm, earth tones creates sympathy with the environment and quality in design. Many man-made roofing products, such as highly glazed tiles or brightly painted metal all fall short of the goal.

Flat roofs behind regular one foot to three-foot parapets are discouraged. Roofs that are peaked or varied in elevation are encouraged.

The use of major roof level elements such as false storefronts, clocktowers, and articulated parapet walls should enhance and be an integral part of the form. They should also add variety and interest.

Permitted:

- Slate
- Wood shingles or shakes
- Concrete tiles with natural texture and color
- Natural clay tiles
- Ribbed metal or corten steel of similar paint
- Fiberglass shingles-strongly discouraged
- Asphalt shingles-strongly discouraged
- Copper
- Rubber membrane
- Solar

Required:

Metal roofs for all pitched roofs on buildings fronting Sioux Point Road from Steamboat Drive to Dakota Dunes Boulevard. They are strongly encouraged in all other areas of the Medical & Professional Business Park.

Not Permitted:

- Asphalt shingle in bright colors
- Rolled asphalt
- Brightly colored metal (unless approved by DRC)

Flashing shall be copper or galvanized steel and/or aluminum painted to match or complement the color of the roof or adjacent surface.

Siding Materials

Siding materials bear the same consideration as roofing materials. Natural materials such as stone and wood inherently work well with their surroundings, as do man-made materials of natural colors and textures such as brick.

In addition, a balanced use of materials is important. Large expanses of a single material, especially if unbroken by detail or depth, can become overpowering to the rest of the building form and surroundings. On the contrary, over-detailing with use of too many different materials or textures can create confusion and distract from an otherwise good design.

Permitted:

- Masonry
- Brick
- Stucco
- Non-corrugated aluminum or steel siding in white, grey or earthtones
(Minimum metal thickness - .019")
- Cast-in-place concrete with texture
- Cement, hardboard or composition siding
- Architectural wall panels

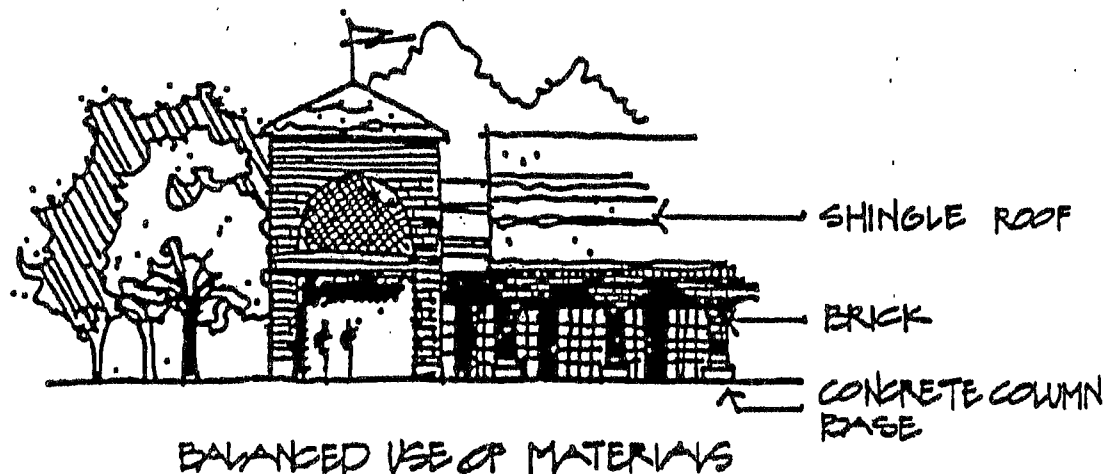
Not Permitted:

- Plywood
- Composite building panels such as metal faced plywood for wood core panels, exposed aggregate with epoxy matrix on a backup material and simulated grain textured composite panels.
- Some plastics
- Aluminum or steel corrugated siding

Colors

Natural, earth tone colors such as beiges and grays are encouraged, as is white. Other colors should be light in shade. Bright colors such as red, green, blue, pink and yellow are not allowed.

Non-reflective finishes should be used on exterior surfaces except for hardware items and glass.



Other Structures and Items

Electro-Mechanical System

Electro-mechanical systems which utilize state-of-the-art technology relative to passive solar heating and cooling are encouraged.

Roof mounted equipment vents and ducts shall be enclosed in a penthouse structure or screened by a parapet wall of an approved design. On-grade equipment shall be screened by approved fencing and landscaping to required minimum heights. Planting and earth mounds should be used to reduce the ambient noise levels at property lines.

Exposed exterior mechanical, electrical and plumbing elements shall not be permitted. These elements shall be designed as part of the building architecture rather than add-ons or appendages.

Water towers, storage tanks, processing equipment, cooling towers, communication towers, vents and any other improvement or equipment shall be compatible with building architecture and screened from adjacent sites, streets and sidewalks.

Refuse Containers

Storage of all containers shall be screened from all views by an appropriately designed fence and/or landscaping to be approved by the DRC.

Antennas/Satellite Dishes

Antennas or satellite dishes which are one meter or less in diameter and designed to receive, (1) direct broadcast satellite service, (2) video programming services via multi-point distribution services, or (3) television broadcast signals are allowed without DRC approval provided that any such Permitted Device is:

1. located in the attic, crawl space, garage, or other interior spaces of the Unit so as not to be visible from outside the Unit or other structure; or
2. located in the rear yard of the Unit (i.e., the area between the plane formed by the front facade of the Unit and the rear lot line) and setback from all lot lines at least 20 feet; or
3. attached to or mounted on the rear of the Unit and extending no higher than the highest point of that portion of the roof of the Unit directly in front of such antenna.

Should an Owner reasonably determine that a Permitted Device cannot be located in compliance with the above guidelines without (i) precluding reception of an acceptable quality signal, or (ii) unreasonably increasing the cost of installation, maintenance, or use of the antenna, then the Owner may install the Permitted Device in the least conspicuous alternative location on the Unit where an acceptable quality signal can be obtained.

Any ground mounted installations must be screened on 3 sides by an appropriately designed fence and/or landscaping.

Antennas and satellite dishes larger than 1 meter which are required for a particular function are allowed with specific approval of the DRC and only when the existing fiber-optic cable network is demonstrated to be inadequate. They shall be screened by an appropriately designed fence and/or landscaping to be approved by the DRC.

Solar Panels

Solar panels shall be designed as an integral part of the structure and concealed from street view.

Section Four

Circulation and Parking

Circulation and Parking

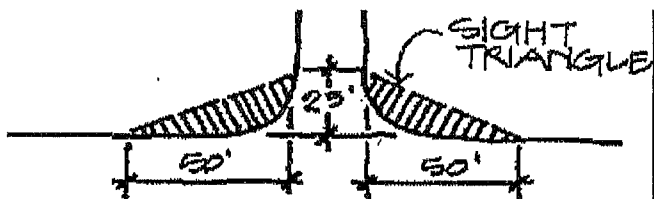
Access to Parcels

Location

All entry road intersection points to existing collector roads shall be approved by the DRC prior to the preparation of a site plan.

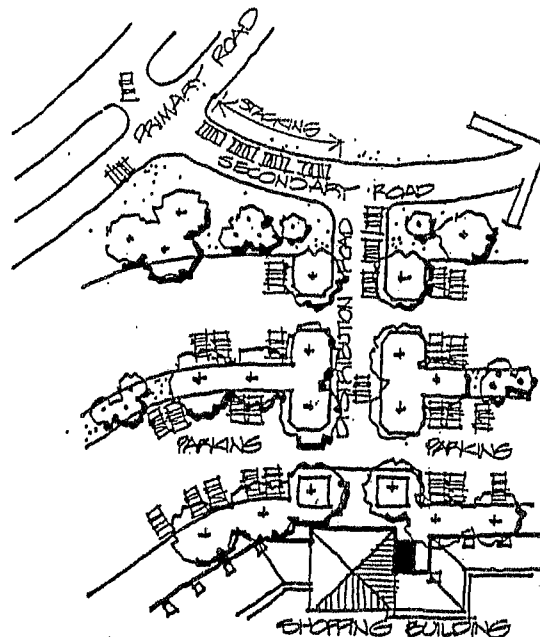
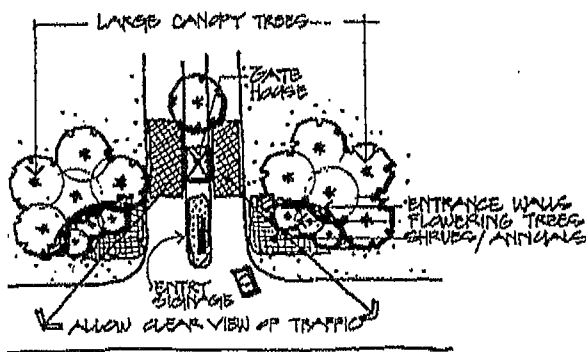
Visibility

To provide drivers safe visibility at intersections, no obstructions exceeding two feet in height may be placed in a triangular area measuring 50' from the intersection of curb lines on the major road and 25' from the curb lines on the minor road.



Entry Treatment

All entries shall be identified by a special landscape feature that establishes a clear sense of arrival, and signage that provides clear orientation for visitors. Entry features shall be designed in keeping with the Exhibit below. This Exhibit will govern sign structures and landscaping.



Parking Areas

General

No on-street parking is allowed. Parking areas shall be sufficient to serve the business use conducted on each site and follow the minimum parking requirements as defined in Section Two.

They should be sited and designed in such a way as to reduce the overall visual impact. In keeping with the existing rural character and to avoid an expanse of pavement the following should be considered:

1. Avoid large parking volumes by using smaller, informally configured lots separated by tree massing or buildings.
2. Curvilinear parking areas are encouraged to break up the visual impact within a lot, to conform to existing topography and to reduce grading requirements.
3. Parking areas shall be oriented parallel to the contours. Grade changes can then be made within landscaped islands separating parking lots.

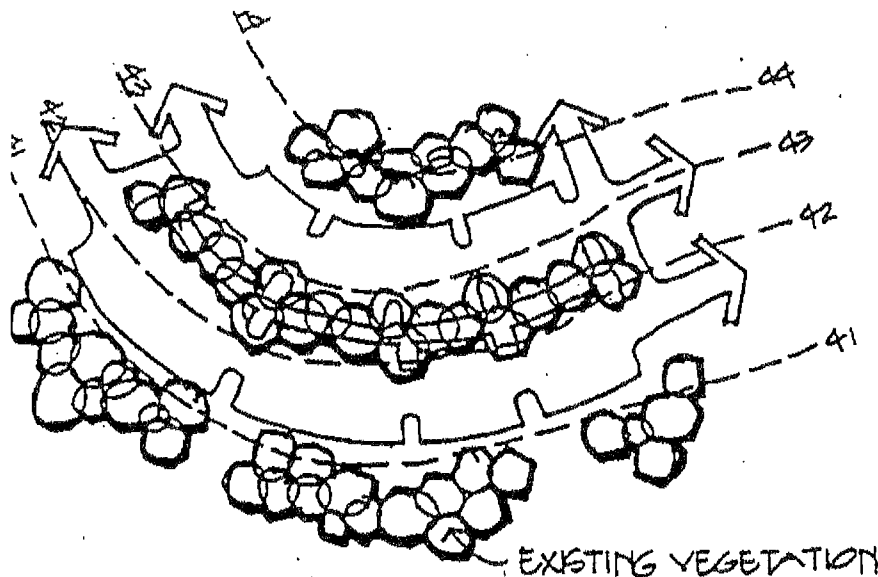
4. Small facilities (150 cars or less) should consider very informal parking arrangements sited to allow for planting.

Accommodations shall be made for visitor parking and drop-off facilities in connection with the new building entry. Handicapped accessibility shall be provided as required by the Americans with Disabilities Act (ADA).

Shared access roads are encouraged for smaller lots which are either developed simultaneously or in agreement with an adjacent owner.

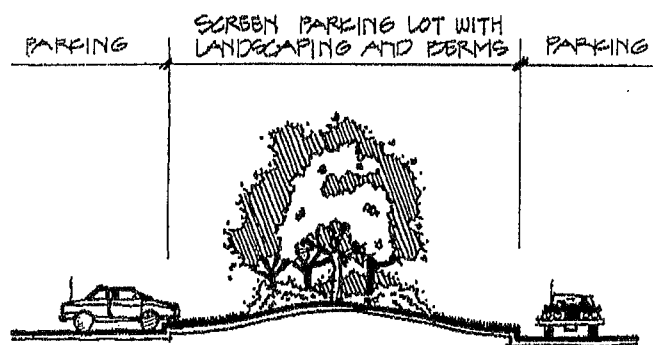
The use of compact parking spaces is encouraged to reduce the amount of land needed for parking. The percentage of compact spaces shall not exceed 30% for lots of 25-250 spaces and 35% for facilities of 251+ spaces. When compact spaces are used, they are to be grouped into separate bays or portions of lots and must be well marked.

Refer to Section 7 for lighting standards.



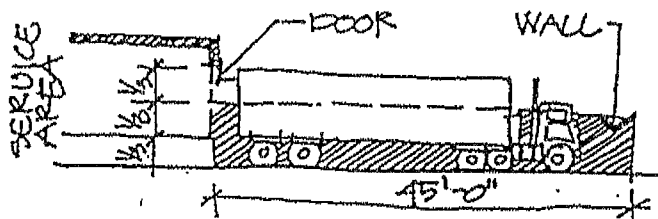
Screening

Parking areas should be screened from any on-site drive, public rights of way and lakes by proper siting, use of earth berms and vegetation. Earth berms shall be a minimum of three feet in height and supplemented with landscaping. In some instances, parking and roads can be sited relative to topography to minimize views of parking from those roads.



SERVICE AREAS

Service areas, loading docks and garbage facilities shall be properly located and fully screened. They shall be screened with an opaque wall that is architecturally compatible with, and extending from, the building. The screening wall for each service area or loading dock shall extend vertically a distance equal to $\frac{2}{3}$ the height of the loading door as measured from the ground to the top of the door and shall extend at least 45 feet from the building surface on which the doors are located. See Industrial Section.



Landscaping

Landscaped parking islands shall be included in the parking lot layout to reduce the visual impact and to provide shade. If more than three double rows of parking is necessary, landscaped parking islands and peninsulas shall be included in the layout. Landscape islands must be a minimum of 10 feet in width and are required at ends of parking rows. Larger islands in areas such as building entry areas and pedestrian corridors are encouraged.

An area, equal to 15% of the total size of a parking lot, must be landscaped and permeable. This shall not include perimeter plantings.



Motorcycle Parking

Areas with small parking spaces for motorcycles should be incorporated into the design of parking lots. There should be no fewer than five spaces, plus two spaces for every 100 automobile spaces in excess of 150 on the development parcel. Concrete pads, as opposed to asphalt, are encouraged for durability.

Bicycle Parking

Bicycle racks should be provided in all commercial areas. They shall be designed to allow the locking of bicycles.

Berms

In some instances, parking and roads can be sited relative to topography to minimize views of parking. Landscaped earth berms shall be used to effectively screen parking areas. The height of these berms shall be three feet where setbacks permit, and as high as proper grading practice permits in other areas.

EMPHASIS ON SMOOTH
TRANSITION AND SOFT
NATURAL FORMS



LANDSCAPE BERM

Curbs

Concrete, cast-in-place curbs shall be used in all parking lot areas. Extruded curbs are preferable.

Striping

To avoid obtrusive, complicated patterns, striping should be of the single strip variety and painted white or yellow. In addition, striping of parking stalls should be consistent throughout the parking areas in each development parcel.

Pedestrian Circulation

Pedestrian crossings shall be provided at appropriate locations for safe and easy access. Depressed curbs shall be provided for handicapped use.

Outside Storage

No articles, goods, materials, fixed machinery or equipment, vehicles, trash, animals, or similar items shall be stored or kept in the open or exposed to view from adjacent sites, parking areas, streets or sidewalks without the prior written approval of the DRC. All such items if approval is granted, shall be screened from adjacent sites, streets and sidewalks.

Vehicles shall be stored in approved areas only. Delivery vehicles may not be conspicuously parked to act as an advertisement for a store or enterprise. Recreational vehicles may not be stored in parking areas.

Approval shall not be required for the temporary storage of materials, equipment and supplies needed for the construction of permanent improvements upon a site. They shall be completely removed immediately upon completion of construction.

All waste materials or refuse shall be stored and maintained in closed containers screened from view by permanent structures, fencing, and/or landscaping compatible with the buildings design. All waste and refuse shall be frequently and regularly removed from the site.

See Industrial Section for allowable exceptions for outside storage.

Section Five

Grading

Grading

Site grading shall be kept to a minimum and alterations to existing drainage systems - both natural and man-made - shall be avoided. Site grading shall be done in such a way as to preserve and enhance any site features and to provide positive drainage.

Slopes

Any necessary grading will maintain a natural appearance, producing graceful contours, not sharp angles, and smooth transitions at the head and toe of slopes. Berms, channels, swales, etc. shall be shaped in such a way as to be an integral part of the overall grading plan and paved surfaces. Ditches are not acceptable.

Grading and Berming Standards

Erosion Control

To protect slopes from adverse runoff, areas with slopes more than 3:1 shall receive appropriate slope stabilization treatment such as erosion control planting, riprap, etc. Protection and stabilizing methods for preventing erosion of stockpiled topsoil shall also be included with the landscape plan submittal.

Siltation control shall be provided to protect lakes and drives during construction.

Retaining Walls

Retaining walls are acceptable where proposed grades must be more than 3:1. Where retaining walls are used, they shall be of a material compatible with the building architecture. No railroad ties are allowed.

The following grading standards shall apply to site development.

<u>Condition</u>	<u>Max.</u>	<u>Min.</u>
• Access Roads	6%	.5%
• Service Roads	5%	.5%
• Pedestrian/Bicycle Paths	8%	1%
• Handicap Ramps	8%	1%
• Parking Areas		
Slope along curb	5%	1%
Cross slope	3%	1%
• Terrace/Plaza/Sitting Areas		
Concrete	2%	.5%
Pavers	2%	1%
• Lawn Areas		
Recreational	3%	2%
Mowed Grass Embankment	3:1*	
• Steep Embankments (requiring erosion control)	All slopes steeper than 3:1	
• Swale Side Slopes	10%	2%
	(3:1 in vegetated areas)	
• Longitudinal Slope of Swales		
Grass Invert	8%	1%
Paved invert (parking areas)	12%	.5%

* May be 2:1 in special conditions.

Surface Drainage

The CID will be responsible for the over-all storm water system. It will be the obligation of each builder to integrate the drainage system on each development parcel with that overall system. The individual developer shall contact the DRC to determine what type of drainage system is required on their parcel.

The following issues shall be considered in site planning and engineering of each parcel:

Infiltration Basins

Infiltration basins shall be used where no stable watercourse exists into which detained water can be released. Infiltration basins hold the increased volume of runoff caused by development, so that the runoff may percolate into the ground. Requirements of infiltration basins are as follows:

1. Holding capacity shall be capable of detaining the increased volume of runoff attributable to the development based on a ten (10) year design storm with a twenty-four (24) hour duration.
2. Holding capacity shall account for sediment collected during construction or sediment should be removed at the end of construction.
3. Water must be gone 24 hours after end of storm.
4. Release rate cannot exceed 0.2 cfs/acre.

Infiltration basin design guidelines are as follows:

1. Infiltration basins shall be designed and shaped to work with existing contours; straight lines should be avoided.
2. Infiltration basins shall have plantings along the basin rim and where possible, flood resistant vegetation within the basin to diminish visual impact and stabilize soils.

Detention or Retention Basins

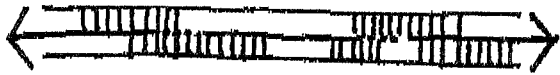
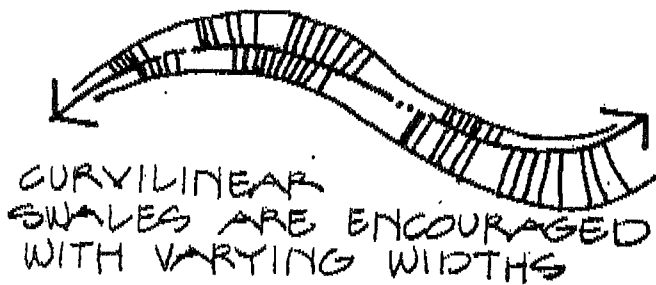
Detention or retention basin design considerations are as follows:

1. They shall be designed and shaped to work with the existing contours; straight lines should be avoided.
2. Basins shall have plantings along the rim and, where possible, flood resistant vegetation within detention basins to diminish visual impact and stabilize soils.
3. Detention basins may be a part of a permanent water feature by raising the outflow pipe to the desired water elevation. In this case, holding capacities shall not include the volume under proposed water elevation.
4. Retention basins shall have a safety ledge extending six feet from the edge of the water and at a depth of 2 1/2 feet.
5. Maximum slopes to the water line of retention basins shall be 3:1 to 4:1.

Swale Design

Whenever possible drainage shall be conveyed on the surface. Considerations for swale design are as follows:

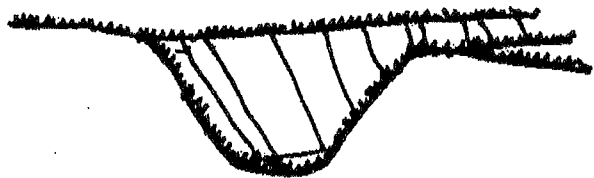
1. Swales shall be designed so that they may be stabilized by vegetative means. Mechanical means shall only be used when there is no other alternative.
2. Long linear swales shall be avoided. Curves should be used that work with topography and to help slow velocity.



AVOID LINEAR SWALES



THIS



NOT THIS

Section Six

Landscaping

Landscaping

Purpose of Guidelines

These landscape standards are intended to:

Promote compatible and continuous landscape treatment throughout Dakota Dunes.

Provide for a neat and well maintained appearance in areas not covered by buildings or parking and minimize the adverse visual and environmental impact of large hard surface areas.

Promote the quality image of the development.

Safeguard and enhance property values.

Site Landscape

The site landscape area consists of the area within the site boundary lines not covered by buildings and paving. Of particular importance are project entrance areas, building entry areas, and areas requiring screening or buffers.

Landscape amenities should create aesthetic and functional solutions to environmental considerations such as creating and enhancing views and view corridors, creating privacy wherever desirable, screening of undesirable views or elements, and providing shade and temperature control. Landscaping should be used to visually soften the perception of structures with greenery and vertical scale yet permit desired views and vistas. An important goal is to provide noise reduction and visual density to adjacent properties and rights-of-way.

The DRC will review landscape plans for all landscape areas in accordance with the process described in Section Two. It will be the responsibility of the builder to ensure that all landscaping be completed according to the final landscape plan approved by the DRC.

Tree Preservation

One of the primary goals is to minimize the disturbance of existing ecological systems and to preserve existing vegetation. Existing trees are essential to the visual quality of Dakota Dunes and are also important in preventing soil erosion and the protection of wildlife and other natural systems.

Owners and builders may not remove trees or begin clearing operations prior to final approval of plans by the DRC. Trees may be cut after such approval only for clearing for driveways and building pads. All other tree clearing must be approved as part of the Landscape Plan.

NOTE: No clearing of trees may begin until there has been a physical inspection by the DRC chairman of all marked trees that are to be removed.

The following measures will be undertaken to ensure preservation of existing vegetation.

1. A tree survey shall be completed (in conjunction with other required survey work). Although major trees should be located prior to schematic design, at the time of the schematic design conference a tree survey covering all areas that will be affected by construction will be necessary.
2. A tree survey shall be used as an aid in developing preliminary plans. Tree preservation should be a high priority in siting of buildings, parking, drives and other site elements as well as development of grading concepts.
3. Final plans must clearly delineate trees to be preserved and limit of disturbance lines. This should be cross-referenced with all aspects of the development such as utilities, grading, layout, etc.
4. The limit-of-disturbance lines must be protected with fencing, conspicuous and high enough to be seen by equipment operators. Fencing must be installed far enough from the tree to prevent compaction and puddling over the root system and large enough to include the area within the dripline. No grading shall take place within the dripline of trees to be preserved. Sensitive root systems fall within this area and must be protected.
5. No equipment storage or parking will be allowed within these preservation areas.
6. Fencing must be installed prior to any clearing and construction and must be maintained in good condition until construction is completed.
7. Penalties for infractions of the above guidelines may be cause of a \$1,000 fine to the owner or builder per infraction and/or suspension of builder or builder's subcontractor from the project.
8. To control the above, strict construction specifications will be required. Sample specification regarding the above can be provided by the DRC if requested. A penalty clause shall also be included in the specifications.

Minimum Planting Requirements

A minimum plant quantity chart is provided to assist the tenant in developing landscape plans. This chart lists plant quantities according to type (i.e. shade tree, ornamental tree, evergreen tree, etc.) as they are required for each development parcel. These quantities are minimums; additional plants beyond these numbers are encouraged.

This chart is designed to provide a landscape treatment promoting a compatible and quality image of the Dakota Dunes development and by no means is set up to penalize tenants who develop large parcels which exceed the minimum land required, based on maximum pervious coverage.

The quantities for trees were established for lots/parcels with no existing vegetation. Those lots with an abundance of existing trees would be given credit for those trees preserved and the minimum requirements would be relative to that lot and decided by the DRC.

This chart does not specify street tree requirements, seed, sod or irrigation, which are also required. All disturbed areas must be revegetated either with natural grasses, turf, ground cover or shrub masses.

Minimum planting is calculated by the following procedure:

- A. Determine minimum pervious coverage by multiplying 40% minimum pervious coverage by total site square footage (0.40 x total square footage of site).
- B. Take the minimum pervious coverage and deduct the square footage of any detention or retention area square footage to determine the net pervious square footage.
- C. Determine square footage multiplier by dividing net pervious coverage by 1,000 square feet (minimum pervious coverage square footage divided by 1,000 square feet).
- D. Multiply square footage multiplier by minimum plant quantity ratios in table below (i.e., shade tree, evergreen tree, ornamental tree and shrubs).

If a tenant desires to develop a parcel with a small building on a large lot and 60% or more of the site is pervious in landscaped area, a 10% discount per category may be taken per planting category.

However, should future expansion of facilities cause the site pervious coverage to fall below 60%, the landscape improvements must include increases in plant materials using 40% pervious coverage calculations for the entire site.

MINIMUM PLANT QUANTITY ACCORDING TO PLANT TYPE (Based on minimum 40% of pervious coverage)

Shade Tree:	0.60 trees per 1,000 s.f.
Evergreen Tree:	0.40 trees per 1,000 s.f.
Ornamental Tree:	0.33 trees per 1,000 s.f.
Shrubs:	8.00 shrubs per 1,000 s.f.

NOTE:

- A. 20 shrubs are equal to one tree as substitution.
8. By adding up the total number of trees required, the Landscape Architect is able to request alternate division of plant material as long as the total number of trees is the same.
- C. Shrubs to be divided 60% evergreen to 40% deciduous unless otherwise submitted to the DRC for approval.

Use the checklist provided in Appendix C for submittal to the DRC, along with all landscape plans.

The following is a priority of importance of plant location within the site:

1. Parking lot landscaping
2. Buffer landscaping (if applicable)
3. Project entry
4. Building landscaping
5. Screening
6. Open space
7. Street trees positioned every 40 feet required

Minimum Plant Sizes at Time of Installation

The following is a list of minimum sizes for plant material specifications to be used in meeting requirements of the guidelines.

Shade Tree:	2" - 2-1/2" caliper
Evergreen Tree:	5' - 10' varied heights
Ornamental Tree:	1-1/2" - 2" caliper
Deciduous Shrubs:	24" size
Evergreen Shrubs:	24" size

The following sections outline the minimum planting requirements for different areas on a site. Variations from the requirements will be permitted upon review and approval from the DRC.

Project Entry

All project entries shall be identified by a special landscape feature and signage that provides a sense of arrival. In addition to signage and landscaping, accent lighting is encouraged.

Plant material quantities shall be great enough to provide a layering effect with the use of lower shrub masses in the foreground of larger shrubs and trees in the rear. Shrub types shall be planted in large masses and bed widths shall vary to provide interest. Refer to Entry Treatment sketch, page 19.

Open Space

This site landscape area is defined as the area within site boundary lines not covered by buildings and paving. This landscape should be designed to minimize the adverse effects of long expanses of building walls, exposed parking and service areas. Separate requirements for landscaped islands and other special areas are specified in the following sections.

As an exception to the minimum site landscaping requirements, owners anticipating future building expansion may request an exemption from the DRC from the tree planting requirement in the area pre-designated as being within the future building footprint. All other landscape requirements apply to expansion areas.

For variety, planting shall include a combination of evergreen and deciduous trees and shrubs indigenous to the area, in addition to the shade tree requirement. All required open space on a site shall have a planned landscape program. Areas of future expansion or the farthest from access roads and park areas shall be seeded at a minimum.

Buffer Landscaping

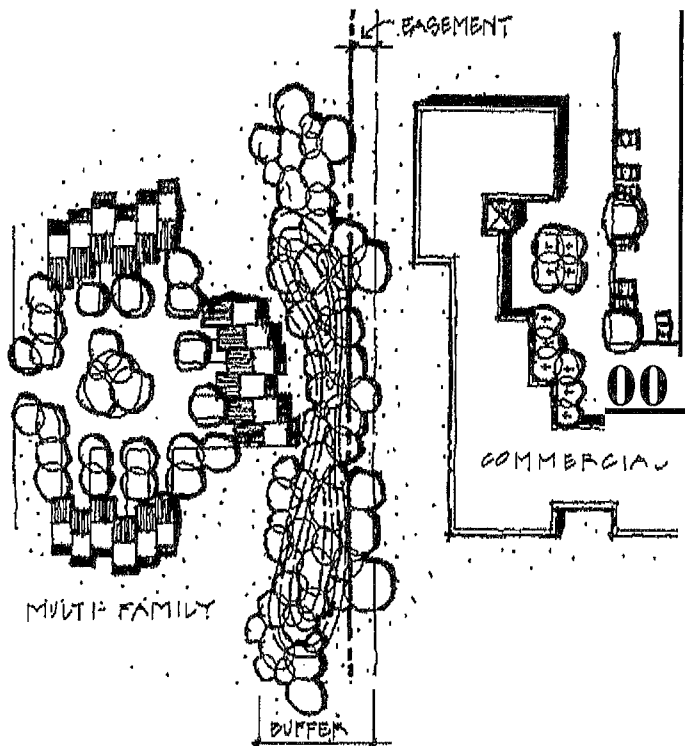
Buffers shall be used to demarcate different land uses as well as to reinforce privacy by providing a good visual screen from vehicular circulation and other different land uses.

A buffer limit or boundary shall be established for each corporate development and shall include heavier planting than regular landscaped areas within setbacks. The DRC will assist the developer in establishing these buffer limits.

A mixture of Evergreen, Shade and Ornamental trees may be planted; however, a minimum of 50% shall be Evergreen.

(Refer to page 29 for minimum plant size requirements.)

In addition to landscaping, earth berms shall be used. Where space allows, minimum 3' high berms are recommended. Grading concepts shall respond to the natural topographic characteristics of Dakota Dunes. Credit will be given for existing vegetation and existing buffer planting provided by Dakota Dunes on or near the site.



Perimeter Landscape Area

A Perimeter Landscape Area computed as an area 10' wide surrounding the entire parking area shall be provided. In addition to berming, this landscaping shall work to screen parking from roadways, common areas and adjacent sites.

Within this Perimeter Landscape Area shall be planted, as a minimum, one 2" - 2-1/2" caliper shade tree/300 SF.

Building Landscaping

Trees and shrubs shall be placed at high impact areas near buildings such as entries and seating areas, and along the building front, to minimize the adverse effects of large building masses.

Screening

All service areas and trash refuse areas are to be screened from the view (refer to page 23). Plant materials shall be used to soften all walls and fences used for such screening. Plant material height must be equal to or greater than the height of the equipment at the time of installation.

Parking shall be screened from any on-site drive, public right-of-ways, and adjacent sites using earth berms and landscaping. Parking lot landscaping requirements fall under two categories: Internal Landscape Area and Perimeter Landscape Area.

Internal Landscape Area

Parking lot islands, as required in Section 4, page 22, shall be planted with the following plant materials as a minimum:

- One 2" - 2-1/2" caliper shade tree per 30 LF of island less than 30' long.
- There shall be a minimum of one tree planted per median.
- The remainder of the ground plane shall be planted with groundcovers and/or sod.

Plant Material

In the Appendix is a list of recommended plant material for Dakota Dunes. Below is a list of plant material types and their uses.

- A. Shade Trees can be of either a large or medium size at maturity to dominate the landscape and provide pockets of shade on or near the house.
- B. Evergreen Trees provide year-round greenery for screening and protection against northerly winter winds. Also, their use as a specimen or accent tree is valuable. A balance of ever-green and deciduous trees (and shrubs) is essential for an attractive landscape year-round.
- C. Ornamental Trees of a small to medium size at maturity shall provide interest to the understory landscape through features such as flowers, fall color, form, etc. Their use is effective as single specimens or in groupings of three or more for greater impact.
- D. Deciduous Shrubs provide seasonal change. There are many varieties which provide outstanding features such as fall color, flowers, interesting winter branching, and/or colorful berries.
- E. Evergreen Shrubs provide a permanent green background for foundation plantings, work well in hedge planting for screening of unsightly views and provide a contrast to the deciduous shrub.
- F. Ground covers, whether deciduous or evergreen, provide a low growing "carpet" effect in the foreground of foundation plantings. Also, their benefit is essential on steep slopes to ease maintenance and control erosion.
- G. Perennials and flowering annuals provide color and seasonal variety to the landscape. Pockets of color near high impact areas such as front doors, courtyards, and patios call attention to these areas.

H. Lawn areas are the critical unifying element in the landscape. Sod is required in highly visible areas such as the front yard, side yard, parking islands and face of building to parking lot. Seed is acceptable in low visible areas, such as rear yard.

I. Natural areas provide a visual link between the golf course buffer areas and residential lots. The areas include preserved trees, understory plants and grasses.

J. All plant beds and tree saucers shall be mulched with a minimum 2-inch layer of shredded wood mulch or river rock. No bare ground is acceptable.

Irrigation

An automatic underground sprinkler system shall be installed where required to maintain the vitality of the landscaping, which includes all lawn, shrub and groundcover areas.

Street Trees

Street tree programs and landscape buffers have been designed for some primary and secondary roads. Street trees shall be planted by the Builder a maximum of 40 feet on center. Alternative street tree planting programs of comparable quality may be permitted with the specific approval of the DRC.

Section Seven

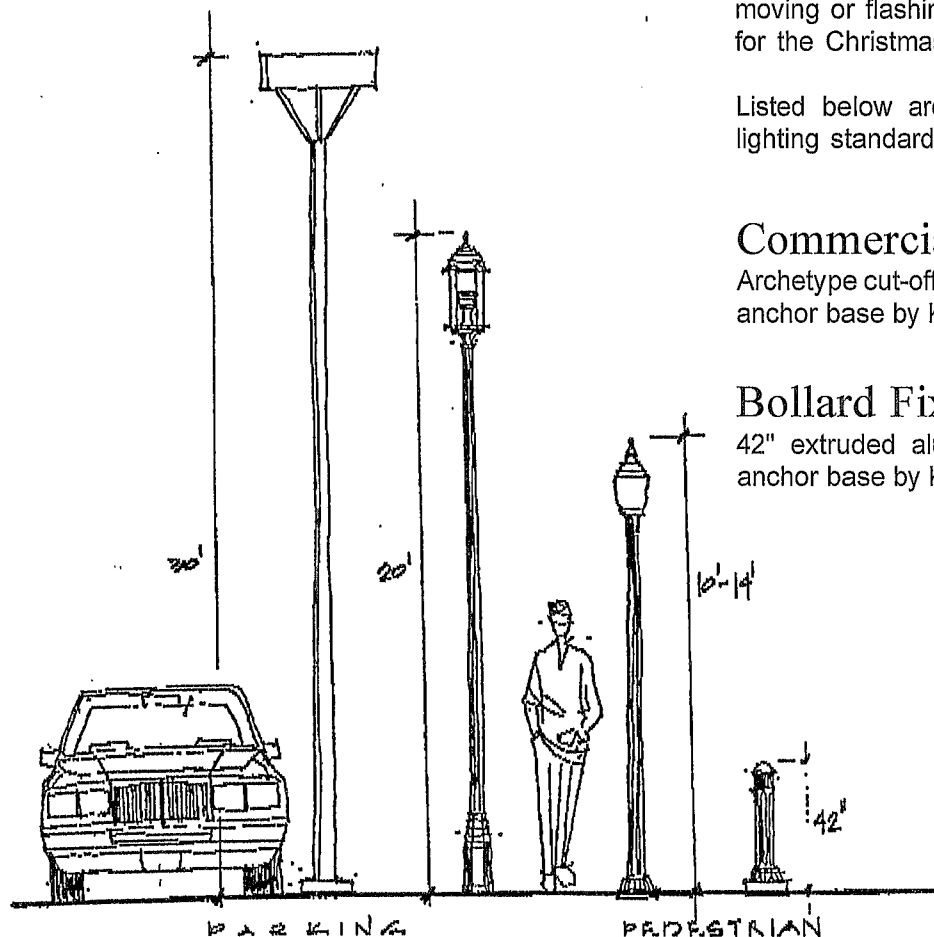
Lighting

Lighting

Lighting Design Concepts

In general, site lighting shall be low glare lighting designed and compatible with the upscale image of Dakota Dunes. On each site, all lighting fixtures shall be from the same family of fixtures with regard to design, materials, color of fixture and color of light. (NOTE: All lighting sources shall have internal cut-off optics, prismatic refractors, or house side shields to prevent glare to adjacent land uses.)

Exterior lights should be used to accent entrances and special features, roadways, parking and pedestrian corridors. High levels of light are not desirable. Intensity should be no greater than required for automobile and pedestrian safety. Architectural flood lighting of buildings shall only be permitted with the specific approval by the DRC.



Light Fixture Design

Light sources may be of a concealed type or ornamental visible type. The design of poles, bollards and fixtures shall be integrated with the general site design and is subject to approval by the Design Review Committee. Parking lot lighting shall be "cut-off" Luminaire design to avoid glare on adjacent properties. Up lighting of trees and fountains, accent lighting of shrubs and entrances and silhouette lighting may be used to create special effects in high-design areas.

Building mounted lighting is restricted to private use areas such as patios and shall not be used for lighting parking areas or sidewalks. Building mounted light fixtures shall be shielded and shall not project above the fascia or roof line. The shields shall be painted to match the surface to which they are attached. Colored, moving or flashing lights will not be permitted except for the Christmas holidays.

Listed below are the recommended Dakota Dunes lighting standards:

Commercial/ Corporate Fixture

Archetype cut-off luminaire with 25' aluminum pole and anchor base by Kim Lighting or equal.

Bollard Fixture

42" extruded aluminum bollard with cast aluminum anchor base by Kim Lighting or equal.

Lighting Usage

Access roads and pedestrian circulation areas shall be illuminated to provide safety in after-hours/night-time traffic circulation. Lights shall be integrated in the design with other elements such as trees, pedestrian walks, crossings, signage and planting.

Lighting within parking areas must be coordinated with parking lot design. Poles are to be located within the landscaped islands. They shall be located a minimum of 5' from the face of curb. The scale of the parking area should be considered in selection of pole height and spacing.

The following criteria may be utilized as a minimum standard in design of a lighting concept.

1. Access roads on individual subdivisions shall maintain an average level of 0.7 to 0.8 footcandles.
2. Vehicular traffic areas within parking lots shall maintain an average level of 1.0 footcandles.
3. Pedestrian areas, walks, ramps, plazas, etc. shall maintain an average of 1.0 footcandles.
4. Open space areas, where appropriate, shall have 0.5 footcandles.

Types of Lighting Equipment

Roadway and Parking areas shall be lighted using low brightness high pressure sodium lamp fixtures.

Pedestrian, park and landscape areas shall be lighted with low brightness metal halide or equal fixtures. Lights may be pole-mounted or bollard type and must be located to provide safe and secure conditions.

Section Eight

Signage and Graphics

Signage and Graphics

These guidelines provide a project-wide, coordinated system of identification, directional and vehicular control signage. Signage within individual sites is the responsibility of the Tenant/Owner and shall comply with these guidelines. A proposed signage package must be submitted to the DRC for approval before installation.

There are four types of signs employed within individual sites - identification, directional, vehicular control and temporary. Any other type of sign requires DRC approval.

1. Identification Signs

One identification sign is required that is oriented to the major entrance of the building or parking areas and legible from the street. No more than two identification signs are allowed unless approved by the DRC.

The identification signs for buildings with more than two occupants shall include only the building name and address. Individual occupant identification for buildings with more than two occupants shall be confined to free standing directories and/or building mounted identification by entrances.

Identification signs can be of the following types subject to the size, height and location requirements specified in the following sections.

A. Freestanding or Ground Signs

1. The sign must be on owner property and not in public right of way.
2. The sign shall be located at least 25 feet from any property line which is adjacent to property in residential use or residential zone. Sign lighting shall not directly shine on adjacent residential property.
3. Only one sign face design is allowed and it must contain uniform graphics and lettering style.
4. Signs shall not exceed 32 square feet in area for properties with a frontage of less than 150 feet. Signs of up to 80 square feet in area may be allowed for properties with frontage of 150 feet or more with DRC approval.
5. Additional freestanding signs or ground signs may be allowed upon review by the DRC, provided the property has a frontage greater than 150 feet. The sum of the area of all signs shall not exceed 80 square feet plus .25 square feet for each foot of street frontage in excess of 150 feet. No individual sign may exceed 80 square feet.
6. Out parcels in shopping centers may have one ground sign up to 32 square feet in area and 4 feet in height if the out parcel has a width of at least 100 feet.
7. Freestanding signs shall not exceed 16 feet in height except upon approval by the DRC and when the sign serves a highway oriented business such as a service station, restaurant or motel.

B. Wall Signs

1. The sign shall not extend more than 12 inches beyond the building, except in the case of a sign on the lower slope of a roof or a canopy roof, where the sign may extend the distance required to make the sign vertical.
2. The sign may extend up to 12 inches into a front yard setback.
3. The sign may not extend beyond the edges of the wall to which it is attached, except when the sign is contiguous on 2 adjacent walls of the same building, the connecting portion may extend to but not beyond the face of the adjoining portion.
4. The sign may not prevent the free entrance and exit from any window, door or fire escape.
5. The total sign area shall be the sum of all signs on the wall, including signs on the wall surface, signs affixed to the wall parallel and in the same plane as the wall, signs on awnings or canopies, window signs, door signs, signs on the lower slopes of roofs or canopy roofs and signs on parapets above roof.
6. Wall signs may not exceed 15% of the wall area.

C. Awning Signs

1. The sign shall be flat against the surface of the awning.
2. The sign shall not be closer than 2 feet measured in horizontal distance from the back of curb line of any parking area.
3. The awning frame must maintain a minimum vertical clearance over a sidewalk of at least 8 feet.
4. Any loose fabric awning valance may not extend more than 12 inches below the rigid mount of the awning.
5. The area of all permitted signs shall be included in the area of wall signs.
6. The maximum sign area is 40 square feet per sign.
7. Only one awning sign is permitted per establishment.

D. Marquee Signs

1. The sign must maintain a vertical clearance over a sidewalk of at least 8 feet.
2. No marquee sign may be closer than 2 feet horizontal distance from the back of curb line of any street or parking area.
3. The sign may extend $\frac{2}{3}$ the length of the marquee. The height of the message area may not exceed 6 feet unless approved by the DRC.
4. The sign may not exceed 100 square feet in area.
5. Only one sign is allowed per establishment.

E. Projecting Signs

1. The sign may not extend above the top of the wall to which it is attached, except that a sign 18 inches or less in width and perpendicular to such wall may extend up to a maximum of 2 feet beyond the top of the wall.
2. The sign may not extend into a required front yard more than 6 feet.
3. The sign may not exceed 36 square feet in area.
4. Only one projecting sign is allowed per establishment.

F. Suspended Signs

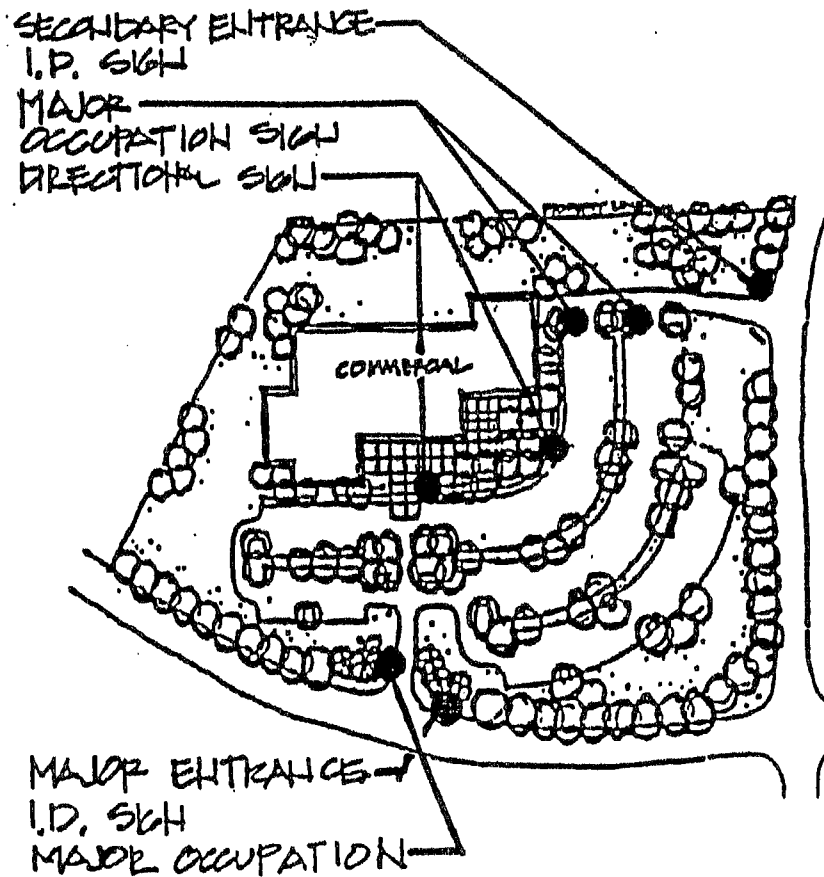
1. No sign is closer than 2 feet measured in horizontal distance to the curb line of any parking area.
2. No sign shall exceed 6 square feet in area.
3. Only one suspended sign is allowed per establishment.

2. Directional Signs

Directional signs indicating building numbers or areas shall be of standard design and no more than six square feet in size. They shall be of materials common to the architecture within the development parcel and as small as possible to accommodate reading from a vehicle.

3. Vehicular Control Signs

All vehicular control signs shall be of standard design and have panel faces and heights which meet the requirements of the U.S. Highway Transportation Standards.



4. Temporary Signs

Two types of temporary signs are allowed on development parcels - construction and real estate marketing. Only one of each type of temporary sign shall be permitted on a site at any given time and must be removed immediately upon completion of the construction or marketing activity. All temporary signs must be approved by the DRC prior to installation.

Temporary signs shall have a total height of no more than 8 feet and a maximum size of 32 square feet.

Temporary signs shall be non-illuminated. The use of reflective material or paint is not permitted.

Illumination

Signs shall be illuminated only by a steady stationary, shielded light source, directed solely at the sign or internal to it, without causing glare for motorists, pedestrians or neighboring premises.

Illuminated signs, including neon signs, may produce up to one foot candle of illumination four feet from the sign.

Prohibited Signs

No sign shall move, make noise or employ blinking, flashing, or strobe lights, or exposed fluorescent lamps.

To avoid confusion with traffic control signals and signs, colored lights and illuminated signs employing colors used in traffic signal lights are prohibited in view of any signalized intersection, and any imitation of official traffic signs or signals is prohibited.

Village Square Signage

A) Square footage: Maximum area of 48" tall and no more than 2/3 of the length of the storefront. Maximum height of 42" for letters.

B) Sign type: Channel letters, neon illumines tubing illuminated, mounted on a raceway. Letter color and color of the letter face can be any color. The raceway color must be the same as the background of the building it is mounted on. Cabinet signs may be used for logos and icons only, internally illuminated with high output fluorescent lamps. Any color can be used.

C) Temporary window signs can only advertise sales and grand openings and can be up for a maximum of 30 days.

D) Permanent door signs are limited to 2" letters for the store name and 1 1/2" letters for the store hours.

E) Permanent window signs are limited to one only and must be exposed neon with transformers self-contained in the confines of the sign.

F) All signs must meet the requirements of the Owner and the Declaration of Covenants, Conditions and Restrictions for Dakota Dunes Commercial Association. Before any permanent sign can be installed, two (2) color copies of the sign print must be sent to the Owner and Dakota Dunes Design Review Committee for approval. No store can open without a sign as described in (B) of these criteria.

Section Nine

Industrial Building Sites

Industrial Building Site Guidelines

Exceptions to these Design Guidelines may be applied to designated locations as shown on the map in this section. The exceptions include the following:

Section Three, Siding Materials

The siding on the rear of the building can be corrugated metal panels.

Section Four, Service Areas

Service areas and loading docks are allowed on the side or rear of the building on land parcels on Cottonwood Lane and Two Rivers Drive.

Section Four, Outside Storage

Articles, goods, materials, machinery, equipment, and vehicles are allowed to be stored behind the rear of the building. The area can be up to 25' from the rear corners of the building to the side

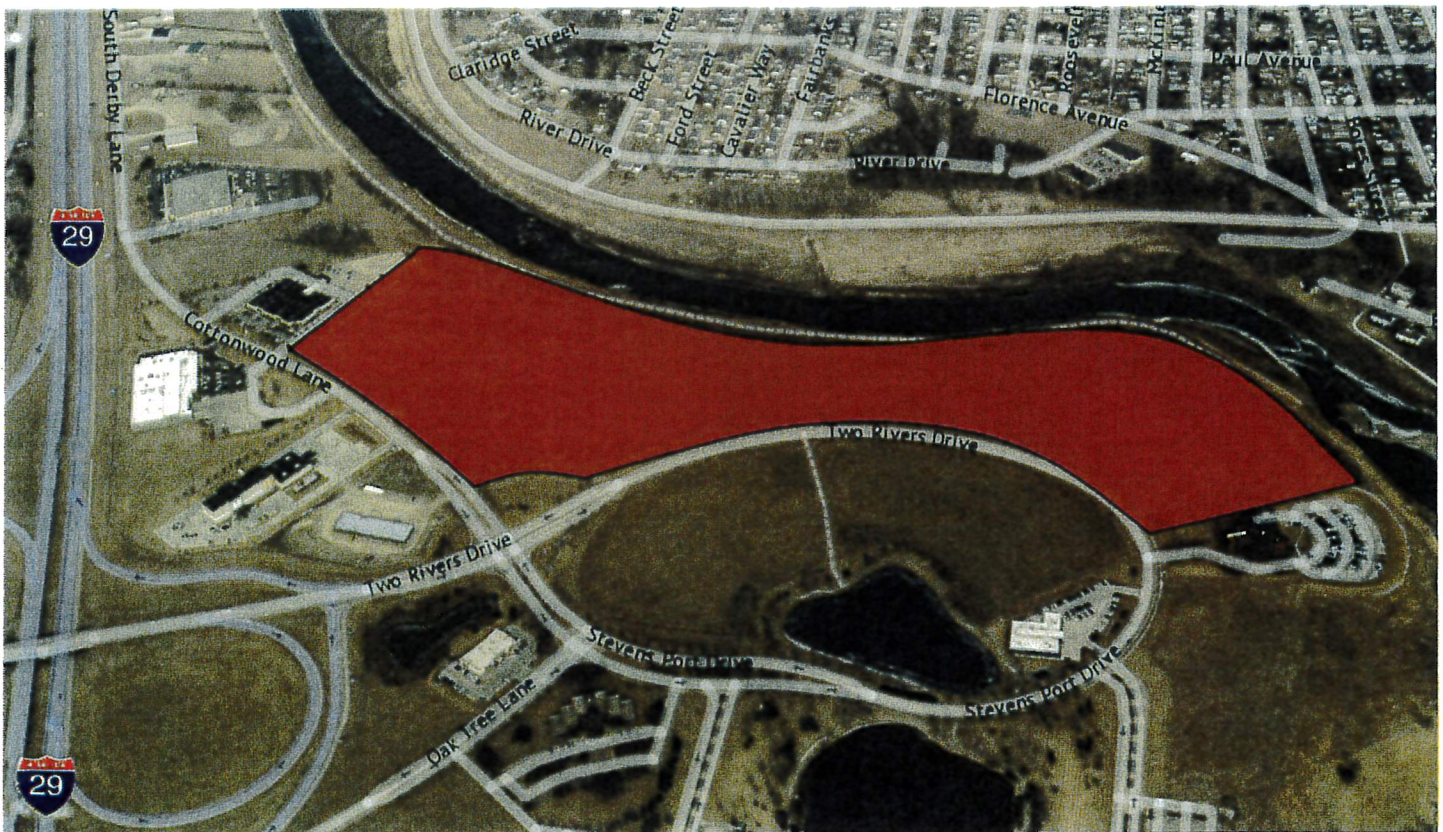
yard property line and to within 10 feet of the rear property line. No animals or recreational items may be stored by the owner or a third party.

The storage area must be screened with minimum 8-foot-tall fencing. Fencing style to be chain link with black fabric, screen mesh or other as approved by the DRC.

The surface within the storage area must be hard surfaced: concrete, asphalt, crushed concrete or crushed asphalt.

Section Six – Landscaping

Areas enclosed for storage will not require landscaping. The square footage of the storage area will be subtracted from the minimum planting requirements stated in Section Six. Landscaping will be required on the front and side yards.



Section Ten

Construction Procedures

Construction Procedures

Construction must be conducted so as not to be injurious or offensive to adjacent premises by reason of the emission or creation of noise, vibration, smoke, dust or other particulate matter, toxic or noxious waste materials, odors, fire and explosive hazard or glare.

All construction sites are to be maintained in a clean and orderly fashion throughout the construction process. Construction materials are to be neatly, piled on site; debris and rubbish are to be contained and periodically removed; tall, unsightly weeds are to be routinely cut back, streets adjoining a construction site are to be frequently swept clean of dirt and construction trash. Any debris left by a Contractor on public streets shall be cleaned up by the Contractor. Adjacent properties may not be used for the dumping of construction debris, dirt, trash or such items. There will be no washing of any truck or car on the streets of Dakota Dunes.

Infractions of published Construction Procedures may be cause for a \$1,000 fine to the owner or builder per infraction, and/or suspension of builder or builder's subcontractor from the project. Contractor/Owner is required to file a Contractor Information Sheet with Dakota Dunes highlighting emergency numbers. A form is provided in the appendix.

Parking

All construction shall not interfere with the free passage of traffic through and around the site. Construction traffic must be sensitive to the traffic patterns and needs of the community.

Screening

Where particularly offensive construction activities occur adjacent to a developed property otherwise sensitive land use, the DRC may require the developer to erect a proper fence to screen that activity. The design of that fence must be approved by the DRC. Adjacent properties must also be protected from wind-born dust and debris.

Temporary Structures/Signs

The installation and location of all temporary structures such as site trailers and leasing offices must be approved by the DRC. These structures must be promptly removed upon the completion of construction. Building permit boxes shall not be attached to existing trees. No contractor or subcontractor signs are allowed other than those permitted within the Dakota Dunes Signage Guidelines.

Erosion Control

The Contractor is responsible for an erosion and sediment control plan to be established and implemented to control runoff and contain silt within disturbed areas of the construction site.

Deliveries

No deliveries of equipment or material should be made before 7:00 AM or after 8:00 PM. Operators of vehicles are required to see that they do not spill any damaging materials while within Dakota Dunes. If spillage occurs, operators or their contractors are responsible for cleanup. They are also required to contact governing agencies governing these occurrences. Clean up done by the Dakota Dunes Commercial Association will be billed to the responsible party at a minimum \$1,000 charge. Please report any spills as soon as they occur.

Trash

Dumpsters must be provided at the building site to collect trash and debris generated by construction and sub-contractors and their employees. They shall be emptied regularly to prevent overfilling.

Work Hours

Construction work shall not begin before 7:00 AM nor continue after 8:30 PM, Monday through Saturday. Special permission is necessary to move equipment or make deliveries on Sunday. All attempts should be made to coordinate construction schedules that may cause disruption to adjoining residents.

Protecting Vegetation

Trees and other vegetation that is to be saved according to the approved landscape plan must be flagged and, if necessary, protected by barriers such as chain link fences or other suitable barrier. The Contractor shall not store equipment or materials within the dripline of existing vegetation to remain.

Vacant Property

All vacant property shall be kept neat and cleared of debris, and shall be well and continuously maintained in its natural condition until construction commences on the property. Trespassing and/or storing material on vacant lots is not permitted unless permission is given by the landowner.

Damage to Structures/Utilities

Any damage to streets and curbs, drainage inlets, streetlights, street markers, mailboxes, walls or the golf course must be repaired to original condition by the responsible party.

Any party who cuts any utility line such as water, sewer, electricity, cable TV or telephone shall be responsible for reporting the accident to the Dakota Dunes CID and the appropriate utility within 30 minutes.

Golf Course

At no time shall construction equipment or materials associated with construction in any development parcel enter the golf course area boundaries.

Portable Toilets

Portable toilets must be provided by the General Contractor at the site.

Open Burning

No open burning is allowed unless written permission is given by the Dakota Dunes CID.

Appendix



Design Review Committee Commercial Submittal & Approval Checklist

Lot # _____
Addition _____
Owner _____
Builder _____
Architect _____

DRC Meeting

Site Plan Review Date _____
Architecture Review Date _____
Materials Review Date _____
Landscaping Review Date _____

Site Plan:

_____ Total Lot Area SF: _____
_____ Total Building Coverage: SF _____ %
_____ Total Pavement Coverage: SF _____ %
_____ Total Impervious Coverage: SF _____ %
_____ Total Pervious Coverage: SF _____ %
_____ Topo, with Existing Vegetation _____
_____ Building Location/Setbacks _____
_____ Roof/Setback _____
_____ Parking/Setback _____
_____ Parking Quantity _____
_____ Grading _____
_____ Drainage _____
_____ Detention _____
_____ Driveway, Walks _____
_____ Terrace Layout (if required) _____
_____ Elevations _____
_____ Utility Plan _____
_____ Service Area _____
_____ Refuse Containers _____

Site Plan Approved as Noted:

_____ Clearing and Grading May Begin _____
_____ Note: Comments _____

Architecture:

_____ Bldg. Size/Sf: 1st _____ 2nd _____ 3rd _____ Total _____
_____ Building Height _____
_____ Elevation Plan _____
_____ Floor Plan _____
_____ Entrance Orientation _____
_____ HVAC Unit Locations/Treatment _____
_____ Refuse Container Treatment _____



Materials Submittals: (Note type of materials/colors)

☐ Brick _____

☐ Siding _____

☐ Windows _____

☐ Doors _____

☐ Garage Door _____

☐ Soffits, Fascia _____

☐ Roofing _____

☐ Foundation Treatment _____

☐ Entry Walks _____

☐ Driveways _____

☐ Exterior Lighting _____

☐ **Materials Approved as Noted:**

Comments _____

☐ **Building Construction May Begin as Noted:**

Comments _____

Landscaping:

☐ Planting and Grading Plan _____

☐ Sprinkler Plan _____

☐ Site Lighting _____

☐ Fence Details _____

☐ **Landscaping Approved as Noted:**

Comments _____

Signage:

☐ Location _____

☐ Materials _____

☐ **Signage Approved as Noted:**

Comments _____



Information Checklist

Owner _____

Lot _____ Addition _____

Home Phone _____ - _____ Business Phone _____ - _____

Mailing Address _____

Email Address _____

Builder _____

Contact _____

Business Phone _____ - _____ Email Address _____

Address _____

Emergency 24 Hour Phone _____ - _____

Architect _____

Contact _____

Business Phone _____ - _____ Email Address _____

Address _____

Landscape Plan Submittal Checklist

Date _____

Owner's Name _____

Lot Number _____

Addition _____

Reviewed By _____

I. General Requirements Plan

- A. _____ Existing vegetation to remain is indicated on plan and/or photographs of site submitted.
- B. _____ Proposed grading is on plan (indicate drainage areas).
- C. _____ Air-conditioning units and other utilities (i.e. transformers, etc.)
- D. _____ Significant views to golf course, lakes, etc.
- E. _____ North/south arrow and scale
- F. _____ Proposed street trees.
- G. _____ Sod versus seeded lawn areas.
- H. _____ Irrigated areas.
- I. _____ Planting details.
- J. _____ Plant list with quantities and sizes.
- K. _____ Show mulched areas and materials.



II. Plant Requirements

Total Lot Area SF: _____ x 40% = _____
Total Building Coverage: SF _____ %
Total Pavement Coverage: SF _____ %
Total Impervious Coverage: SF _____ %
Total Pervious Coverage: SF _____ %

With 10% Discount
(if applicable)

A. Total Site Trees (minimum number required): _____

Total Site Shrubs (minimum number required): _____

B. Deciduous Shade Trees

1. Approximate number of existing trees 2" caliper and greater: _____
2. Proposed number of trees 2" - 2-1/2" or greater: _____
3. Minimum number required: _____

C. Evergreen Trees

1. Proposed number of trees 5' - 10' in height: _____
2. Minimum number required: _____

D. Ornamental Trees

1. Proposed number of trees 1-1/2" - 2" caliper: _____
2. Minimum number required: _____

E. Deciduous Shrubs

1. Proposed number of shrubs 24" size or greater: _____
2. Minimum number required: _____

F. Evergreen Shrubs

1. Proposed number of shrubs 24" size or greater: _____
2. Minimum number required: _____

G. Mulch Material: _____

Provide sample if other than shredded wood or river rock.

H. Other significant plant materials proposed on plan: _____

