

The logo for Warner Business Park features a large, stylized 'W' in a light olive green color at the top. Below it, the word 'WARNER' is written in a bold, dark grey, sans-serif font. Underneath 'WARNER', the words 'BUSINESS PARK' are written in the same bold, dark grey, sans-serif font, with 'BUSINESS' and 'PARK' separated by a wide space.

**WARNER**  
**BUSINESS PARK**

**ARCHITECTURAL AND DEVELOPMENT GUIDELINES**

**SEPTEMBER 2009**

**SUBJECT TO REVISION**

# ARCHITECTURAL AND DEVELOPMENT GUIDELINES

## 1.0 Introduction

The Warner Business Park (The Park) subject lands are legally described as part of NW 13-20-29 W4M within the jurisdiction of the Municipal District of Foothills No. 31. The Park is located directly west of the Highway 2 and Highway 7 overpass interchange, along the Highway 2A/Highway7 corridor and east of the Town of Okotoks. The Park is envisioned as a unified high-quality environment and a cost-effective business location opportunity, which can accommodate a wide range of commercial and light-industrial businesses.

## 2.0 Purpose

The purpose of the architectural and development guidelines is to establish a framework and design criteria for all lot development within The Park, which is to be utilized by individual landowners, builders, and/or design consultants to successfully implement lot development.

## 3.0 Governing Criteria

The purpose of the architectural and development guidelines is to ensure The Park's overall environment is characterized by high-quality site planning, landscaping, and architectural design, as well as resource conservation. To ensure this goal, individual lot development shall:

- A) Reflect land uses and built forms which do not negatively impact on development which exists or is proposed on adjacent lots;
- B) Create built-structures designed to reflect existing site conditions and improve the aesthetic character of The Park;
- C) Create built-structures constructed of high-quality materials to minimize maintenance and deterioration;
- D) Include a low water use strategy which considers non-potable water sources for irrigation purposes (i.e., rainwater harvesting techniques) and low flow fixtures, appliances, and water using equipment within built-structures, as well as considers the use of drought tolerant planting species (i.e. zeroscaping) for landscaping;
- E) Include a landscaping strategy as an integral part of the overall site planning which beautifies, buffers, and screens to create an attractive environment to enhance visual integrity and minimize noise nuisance throughout The Park. Development of Lots 1-7, which interface with the CPR rail right-of-way and

Highway 7, shall include interface treatments and utilize landscaping to maintain the visual integrity of the Highway 7 corridor;

- F) Require the lot owner(s) to become a member of the Warner Business Park Lot Owners Association and pay an annual fee to maintain the storm water management facilities, as well as any installed common components of the sanitary sewage collection system. The Association will also serve to protect the lot owners, lessees, and/or tenants of buildings against improper and undesirable uses on lots and to foster a high-quality environment.

#### **4.0 Architectural and Development Guidelines**

All development within The Park must adhere with the Municipal District of Foothills No.31 (MD) Land Use Bylaw 01-99 (As Amended). Specifically, The Park is comprised of two (2) land use districts: Commercial Park District and Industrial Park District. All development applications will be subject to approval of the MD Development Authority. In conjunction with these requirements, all lot owner-developer(s) are expected to adhere to the Warner Business Park Architectural and Development Guidelines as outlined.

##### ***A) Design Review***

Lot owner-developer(s) are required to prepare and submit preliminary site renderings to Warner Business Park Limited for review and approval. Preliminary site renderings shall include, but are not limited to, a master site plan, on-site servicing plan, landscape plan, development permit equivalent building drawings (including elevations), and samples of exterior building materials. Warner Business Park Limited maintains the right to withhold approval, if it deems the plans not in keeping with Warner Business Park Architectural and Development Guidelines. If approval is withheld, Warner Business Park Limited will provide the lot owner-developer(s) with suggested revisions. Approval from Warner Business Park Limited is required prior to formal submission of a Development Permit and/or Building Permit to the MD.

##### ***B) Architectural Style (Refer to Appendix A)***

All built-structures within The Park should reflect good design integrity and utilize high quality building materials. Given the unique nature of every business these guidelines do not specifically dictate architectural style. However, general design principles are as follows:

- Overall site design shall recognize and relate to adjacent streets and adjacent lot development;
- Principal building entrances and primary elevations shall be oriented to public streets and should be well defined;

- Principal building facades visible from a public street shall be constructed of high quality and durable materials. Building materials should serve to enhance the visual integrity of The Park environment; and,
- Built-structures with long horizontal roof lines shall be broken up by providing facade and roofline articulation, including changes in roof height, finishing materials and color.

### ***C) Built-Structures***

Lots 1-7, which maintain a visual interface with the Highway 7 corridor as well as frontage along a public street, must include high-quality design treatments both along the front and rear yards. Specifically, built-structures on Lots 1-7 require a high degree of articulation and facade treatment to ensure the built-structures exhibit thematic architectural features and finishes to enhance the visual interface between the Highway corridor and The Park environment.

### ***D) Parking and Loading***

On-site parking and loading requirements are as follows:

- All parking, whether for employees or visitors shall be provided on lot site;
- No loading spaces shall be permitted within the front yard of the building;
- Loading spaces shall be permitted within the side yard of the building, as long as adequate attention is given to screening and fencing where it is visible from the street;
- All circulation and parking areas, within a front yard and subject to vehicular traffic, must be paved with asphalt or concrete; and,
- A landscaped area will be used to terminate each row of parking stalls.

### ***E) Storm Water Management and Reuse***

On-site storm water management and reuse requirements are as follows:

- All developments shall indicate to Warner Business Park Limited the proposed onsite storm water management and control techniques and facilities;
- Where possible, permeable surface materials are to be used and rain water harvesting used for purposes of on-site irrigation of landscaping is strongly recommended;
- Construction of rain water gardens for the purposes of storm water retention and catchment is required on each lot. These are not part of the overall site storm water management plan but are intended as an effective means to control the rainwater on the site for landscape features as well as absorption into the soils to benefit the ground water and aquifer

recharge. Individual lot owner-developers are required to construct and maintain the on-site rainwater gardens according to the Rainwater Garden Technical Standard and Construction Guidelines outlined in Appendix B and in a manner consistent with the requirements of Warner Business Park Limited and the Warner Business Park Lot Owners Association; and,

- Surface treatment of parking areas, where paving is not required according to Section 4D, shall be maintained for dust abatement at all times.

### ***F) Solid Waste Collection and Disposal***

On-site solid waste collection and disposal requirements are as follows:

- On-site garbage collection and removal is the responsibility of the individual lot owner or lessee;
- Garbage containers must be hidden from public view by either a freestanding enclosure or within the principle building; and,
- Recycling is encouraged, where applicable.

### ***G) Landscaping***

On-site landscaping requirements are as follows:

- A professional Landscape Plan must be prepared for each lot;
- Rain Gardens are an integral part of the Landscape Plan, to use rainwater to water the plants as well as infiltrate into the ground;
- Drought resistant, local plant materials are to be used and arranged in a natural looking manner to compliment the rural setting and natural areas;
- A minimum of a two (2) meter landscape buffer (hard and/or soft surface treatment) is required between building faces and parking areas, which are located along facades facing a public street;
- All areas of the lot not including a built-structure or designated parking or traffic circulations areas shall include landscaping. This may include hydro seeding;
- Where landscaped materials are used to provide screening, this screening shall be effective on a year-round basis;
- A minimum of one (1) tree is required per 45 square meters of landscaped area or as required by the MD Development Authority, or whichever requirement is greater.
- Trees planted within landscaped areas shall include a mix of one-third coniferous and two-third deciduous species, as well fifty percent of all planted trees shall be of a minimum caliper of 80 mm and all other planted trees a minimum of 50 mm;

- Trees shall be planted in groups, wherever possible;
- All planted shrubs shall be complementary to the species of planted tree, provide visual interest in all seasons, and planted in groups to create visual massing;
- All plantings shall be nursery-grown material and species shall be drought-tolerant and native in origin; and,
- Where required, retaining walls shall be constructed of materials of high-quality and integrated with the overall landscape design. The location and design of retaining walls shall be to the satisfaction of Warner Business Park Limited and the Warner Business Park Lot Owners Association.

### ***H) Wastewater***

Each lot shall install its own buried sewage collection tank suitable for its own needs. This sanitary sewage shall be pumped out and trucked to a suitable treatment facility. This shall be undertaken by a contracted trucking company experienced in this type of business.

The development will initially install a gravity style, deep buried, central sewage collection pipe system from each private lot to a common central point in The Park, as well as a suitable pressure line from this central point to beside the main entry road at the SE of The Park. When a regional wastewater pipeline is extended from the Town of High River, as is currently planned by the MD, a central lift (pump) station will be installed to collect all the common sewage from the deep pipe system and pump into the pressure line connected to the new public sewage system line at the SE entrance to The Park.

Each lot owner will then be required to disconnect and remove their individual sewage holding tanks and connect to the central sewage pipe system serving The Park. It is recommended that the common sewer line be extended from the property line to beside the building sewer line exit from the building to make future connection easier. This action is to be completed within 2 years of the MD's main sewer line being extended to The Park boundary.

The Warner Business Park Lot Owners Association will own and maintain the deep central sewer pipe system as well as contract and pay for the central lift station when needed. The ownership of the common on site infrastructure will be transferred to the MD once the connection to their central system is completed.

### ***I) Fencing and Screening***

On-site fencing and screening requirements are as follows:

- All exterior storage areas shall be fenced and screened;

- Construction materials for fencing and garbage enclosures shall be of: chain link, vinyl, masonry and/or wood rail;
- No fences shall be permitted in the front yard except as decorative feature (i.e., wood rail);
- All fences shall not exceed a height of 2.5 meters;
- No fence shall extend or be in front of the face of the building;
- Screening shall be provided which visually minimizes the appearance of all loading and storage areas as seen from public streets; and,
- Security fencing is permitted, but at the discretion of the Warner Business Park Limited and the Warner Business Park Lot Owners Association. Design and construction materials shall adhere to the above-mentioned fencing and screening requirements.

### ***J) Signage***

All signage shall comply with the MD Private and Commercial Signage Bylaw, and shall meet the following additional requirements:

- No sign shall be located where it will interfere with pedestrian or traffic safety;
- The municipal address sign must be installed on the building at the principal entrance, and shall be a minimum size of 150mm in height. This signage shall not including blinking, flashing or strobe light illumination;
- The design and location of both exterior building signage and free-standing signage is to be shown on the development drawings submitted for approval;
- Free-standing signage shall be:
  - - located within the front yard area,
  - - no greater than 4.6 meters in height,
  - - less than 6 square meters in face area,
  - - permanently attached to the ground,
  - - inclusive of the civic address, and,
  - - illuminated;
- Fascia signs shall not extend above the roof level or the face of the building to which it is affixed. No external support structures such as struts, wires, or braces shall be visible; and,

- For multiple tenant buildings, signage shall be no higher than 3.5 m above main ground floor level and inclusive of no more than one (1) sign per tenant.

### ***K) Outside Display***

Outside display shall be permitted at the discretion of the MD Development Authority and the Warner Business Park Limited and the Warner Business Park Lot Owners Association.

All outside display areas shall be presented at the time of Development Permit submission.

### ***L) Lighting***

On-site lighting shall comply with the MD Dark Skies Bylaw, and shall meet the following additional requirements:

- All lighting should be directed towards the buildings and not directed upward or toward the Highway 7 corridor;
- Light poles are not to exceed 5.0 m in height;
- All lighting shall avoid undue illumination of adjacent lots; and,
- All lighting shall be designed to reduce overall light pollution within The Park environment.

### ***M) Mechanical Equipment***

On-site mechanical equipment requirements are as follows:

- All louvers, gutters and scuppers must blend in to the building colour scheme;
- Roof mounted equipment and/or ductwork shall be located in areas which are not visually prominent. These units must also blend into the colour theme of the building through painting or screening material; and,
- Any equipment that sits outside of the building also must be screened and must be located at the rear or side of the building.

### ***N) Roadside Development Permit***

Any proposed development, inclusive of any built-structure or free-standing sign, requires an approved Roadside Development Permit from the Province of Alberta's Ministry of Transportation, prior to the submission of a development permit application to the MD.

### ***O) Grade Slips***

Grade slips issued by Warner Business Park Limited consulting engineer shall be adhered to.

### ***P) Construction Management Plan***

All lot owners-developers shall submit to Warner Business Park Limited, for review and approval, a construction management plan, which shall include but is not limited to:

- Name of site superintendent/contact during construction,
- Method of reducing construction waste and recycling construction waste to divert these wastes from the landfill stream,
- Hours of construction,
- Management plan for construction debris,
- Repair plan for any off site damage (road, ditch, culverts, crossings),
- Sediment and erosion control plan,
- Occupational Health and Safety Act compliance,
- Environmental Construction Operations Plan, and,
- Complaints communication system.

### ***Q) Potable Water Supply Allocation and Use***

Potable water shall be supplied to each lot via piped connection to the MD regional potable water distribution system. The Park has been allocated a finite supply of potable water on an annual basis. It is the responsibility of the Warner Business Park Limited and the Warner Business Park Lot Owners Association to manage total allocation to supply all lots and end users.

Conservation and management of potable water within built structures shall be encouraged through the use of low water use plumbing fixtures, appliances, and water using equipment, in particular:

- Toilets should be low flow and dual flow urinals should be waterless style (Please refer to [www.falconwaterfree.com](http://www.falconwaterfree.com) for a suggested product);
- Where washroom facilities are required, at least one urinal should be installed;
- Low-flow and/or timed faucets and showerheads should be installed; and,
- Water conserving appliances and equipment (i.e., dishwashers) should be installed.
- Potable water shall not be used for any irrigation purposes.

## **5.0 Implementation**

All lot owners-developers will be required to submit a compliance deposit of \$10,000 dollars to Warner Business Park Limited to ensure compliance with the architectural and development guidelines and agreed to construction management plan, and to mitigate any off-site construction related damage, including but not limited to: internal roads, ditches, culverts, crossings, and/or adjacent lots.

The compliance deposit will be returned (without interest) within one (1) full year after landscaping and lot development is completed in order to ensure that trees and shrubs have been planted as required and that they have survived a growing season. An inspection will be conducted upon signing of the sales agreement by Warner Business Park Limited or their designated agent to record condition of site and adjacent properties. A second post construction inspection will be conducted to confirm compliance and that no damage has occurred off-site.

Notwithstanding anything else as set out in these architectural and development guidelines, the Warner Business Park Limited may apply its respective judgment when considering and approving anything regulated or controlled by these architectural and development guidelines.

In doing so, Warner Business Park and its designated agents may provide waivers of or relaxations to any matter set out in these architectural and development guidelines at their sole discretion. Both Warner Business Park Limited and the Warner Business Lot Owners Association may enforce the architectural and development guidelines and they may be amended at their discretion.

**APPENDIX A**

**HIGH-QUALITY ARCHITECTURAL DESIGN AND BUILT-  
FORM EXAMPLES**





**APPENDIX B**

**RAINWATER GARDEN TECHNICAL STANDARD AND  
CONSTRUCTION GUIDELINES**

# ARCHITECTURAL AND DEVELOPMENT GUIDELINES

## Rainwater Gardens Technical Standard and Construction Guidelines

### General Description

Rain Gardens, also known as vegetated infiltration basins, bio-retention gardens or facilities, and infiltration rain gardens, are landscape features designed to treat storm water runoff from hard surface areas such as roofs, roads and parking lots. They consist of depressed garden spaces where runoff can pond and infiltrate into deep constructed soils and then into the native soils below.

Final details and construction assistance can be obtained from Ed Warner, the developer.

