

Mountain Island Village

Design Guidelines

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A. INTRODUCTION

The architectural concept established for the Mountain Island Village is a contemporary Nantucket village. This style of architecture pays homage to the Historical Nantucket Style, while allowing flexibility to incorporate more contemporary details and vocabulary. This style of architecture plays on the Mountain Island Lake area’s nautical imagery and history yet illustrates well the dynamics, growth and progressiveness of the area, encouraging innovation and the entrepreneurial spirit necessary to move into the 21st century.

This design concept should produce building designs that invoke the image of Nantucket and Martha’s Vineyard, elements such as asymmetry, buildings predominately of clapboard or cedar siding, geometrical proportions and simple well portioned detailing. The Nantucket & Martha’s Vineyard style of architecture lends itself well to being simple and clean with detailing that will allow design flexibility incorporating a more contemporary vocabulary. These guidelines are meant to serve as a guide for the planning and design of new facilities within Mountain Island Village. These guidelines provide specific detail on planning and design issues and the review process that will help expedite the design review and approval process by the Mountain Island Village Architectural Review Committee (MIVARC).

B. DESIGN ISSUES

1. Site Elements and Restrictions

a. Zoning

Mountain Island Village is zoned Neighborhood Service (NS) and Office (O-1) under the Mecklenburg County Zoning Code. Minimum and maximum standards as set forth by this zoning ordinance shall apply to all properties within the Mountain Island Village. The buildings, parking and open space standard requirements are listed as follows:

Setbacks

Setback:	12-75’ Verify
Side Yard:	10-24’ Verify
Rear Yard:	10’Verify

b. Building Placement

Buildings should be located to take advantage of the maximum exposure along Tema Circle Drive and the main street within the development. Considerations will be made regarding placement of

buildings relative to other buildings already in the Park in an effort to create a consistent street frontage. All loading dock areas should be placed to the rear of the building so as to not be visible from the main streets and care should be taken to limit visibility from adjacent properties.

c. *Parking and Driveways*

Each individual property owner is to provide minimum off street parking. Minimum parking requirements shall be set forth by the zoning code. In an effort to create a pedestrian friendly environment, projects are required to park behind the buildings and are encouraged to locate a minimum of the parking beside the buildings. Parking areas are prohibited within 5' of the building structure on the rear and sides. All driveways should be located to provide clear unobstructed traffic flow. Consideration shall be given to adjacent driveway locations to improve overall business park circulation. All parking, bicycle and loading areas, driveways and pedestrian walks shall be constructed of asphalt, concrete and/or brick. All parking areas and drives to be banded by concrete curb and gutter. All parking lots shall have landscaped screening fences. Sidewalks shall be provided along all street frontages on each property. They shall be brick and a minimum of 10' wide and shall conform to the Charlotte/Mecklenburg Development Standards and these Guidelines. The color will be determined by Crosland.

d. *Entrance Paving*

All driveway entrances to building sites shall be constructed of asphalt and lined with concrete curb and gutter. All main driveway entrances shall include a stamped concrete, brick paver or bomanite entry feature.

e. *Site Lighting*

All streetlight and parking lot lighting shall be consistent throughout the development. Street lighting will consist of the Duke Power Deluxe Acorn style light and pole with metal halide lamps that has been selected as the MIV standard. Both pole and fixture are to be black. Building lighting for signage shall be white, gooseneck style light fixtures. An example of both fixtures described above is attached. Wall Pack building lights are prohibited.

f. *Building Signs*

Individual tenant signage and building signage will be allowed per the NS Zoning signage standard. The signs to be placed on the buildings shall be of sandblasted wood or painted metal with painted logos or lettering. The design of the sign must be approved during the design review process. This design guideline has suggested options attached.

- g. Mailboxes*
Mail receptacles located on the exterior of the buildings are preferred. An example is attached in the design guideline. Location of mailboxes is to be approved by the MIVARC.
- h. Dumpster Screens*
If dumpsters or refuse collectors are located on the site, they shall be screened completely on three sides with materials compatible with the building design and shall have gates of solid type material in keeping with the design of the building. It shall be subject to approval by the MIVARC.
- i. Mechanical Screening*
Any mechanical, electrical or gas equipment located on the site shall be screened via landscaping or solid materials in keeping with the design of the building. It shall be subject to approval by the MIVARC.
- j. Landscaping and Irrigation*
Landscaping is important to the quality image of Mountain Island Village. The tree-lined streets within the park exemplify the development's commitment to quality landscaping. Additional landscaping will be required beyond the zoning requirements to create the desired aesthetic image for the development. Landscape plans are required as part of the design review process. Plans should be professionally prepared. The plans should include a site layout showing all plants and specimens, lawn areas and planted bed areas. Plans should have a schedule of all plant and specimens with caliper, size and spacing specifications.
Street trees are required as shown on the Mountain Island Village Landscape Master Plan. It is a requirement that these trees be used for the required street planting for each individual property owner. The ability for each Owner to maintain the landscaping in top condition is important. Site Irrigation is required on all areas fronting streets and is recommended for all other lawn and planting areas.

2. Building Elements and Restrictions

- a. Design Concept / Architectural Details and Style*
The architectural concept established for the Mountain Island Village is a contemporary Nantucket village. This style of architecture pays homage to the Historical Nantucket Style, while allowing flexibility to incorporate more contemporary details and vocabulary. *Specifically,*

the architectural vocabulary of Martha's Vineyard has provided the descriptive voice, or "kit of parts", that define Mt. Island Village. If it is possible to describe the architecture of this particular area it would be based upon simplicity of form and details as influenced by the economic and social mores of the time. Specifically, location and climate were driving forces in determining the individual building elements. Ultimately it was the sea that shaped both the community and gave presence to the weathered building form as an inward dwelling structure. The first houses built in the Vineyard were a short distance inland. They were sturdy buildings with small rooms, all facing south with solid backs turned against the cold winter winds. New England "saltboxes" flourished then, and now. They were no-nonsense structures, two rooms wide and one or two rooms deep. Many had a second story overhang or "jetty" to allow for the possibility of turning the attic into a second story at a later time as their needs grew. Leaded glass double-hung windows and unpainted shingles were and are predominant materials that helped to define the basic Nantucket style. These houses are found all over the Vineyard and are as much a part of the landscape as "ground-hugging trees, kept low by the steady, sweeping salt winds." Over time we see these inward-focused dwellings become outward expressions of "pride and success." Mountain Island Village seeks to draw on these distinct Nantucket characteristics while also answering to it's contemporary nature as a business and retail park. It is not the intention of the design guidelines to restrict creativity, but to establish a design theme for current and for buildings yet to come.

b. *Building Massing and Proportion*

It is the purpose of these guidelines to be a vehicle for proportioning the buildings in such a way to reflect a consistency in design within the development. *Architectural details will be required and encouraged to create a sense of proportion on each building facade. This can be accomplished utilizing window and door openings (ie. double-hung divided light windows), door/window head heights, floor line and eave locations, and/or roof elements with appropriate and specific gutter and eave details.*

c. *Exterior Building Materials / Building Skin*

Building shall be designed such that a *primary portion* of the skin of the building (excluding window and door openings) is Cedar Shingle siding. Color of cedar siding must be approved by the MIVARC. No more than 20% of the building face shall be of other materials and must be approved during conceptual design. Other materials that may be used in conjunction with the cedar siding include stone, manufactured stone, stucco or synthetic stucco, wood, and premanufactured reinforced

plaster or fiberglass products. Entry elements that are articulated in such a way to assist with the overall proportioning of the building mass are encouraged.

d. Windows and Glass

In keeping with the Nantucket style, frequent window openings are encouraged in the facade of the building. The window arrangements in geometrical and well-proportioned patterns are preferred. Individual punched openings are encouraged over strip type windows. The finish of all windows and opening elements shall be white. If the material being used is an aluminum storefront type material, it shall be a prefinished white color. Residential style windows in a white vinyl finish will be acceptable as long as the quality of the window is acceptable to the MIVARC. All glass used shall maintain a clear tint. All main entry doors visible from the front or sides of the buildings should be in keeping with the overall design concept. Trim around and adjacent to the doors shall be in a white finish. To allow for design flexibility, the MIVARC will consider different colors for the main entry doors.

e. Roofing Materials

Due to the nature of Mountain Island Village, the MIVARC understands that buildings will be proposed with both sloped roofs and flat roofs, the decision being necessitated by the size and function of the building. Traditional Nantucket style architecture encourages sloped roofs, particularly hipped or gable roofs with dormer elements. Materials that will be approved for sloped roof buildings are Cedar Shakes. Standing seam metal roofs in a slate gray or charcoal gray color may be used with prior approval. Any variations from these approved materials will have to be explicitly approved by the MIVARC. Gutters and Downspouts shall be in keeping with the overall design of the building in a galvanized metal or copper material. Flat roofed buildings should be so situated that no portion of the roof is visible from the street or public area. In an effort to screen flat roof areas, parapet walls will be required on all visible sides of each building. On flat roofed buildings that slope to one end or side, the gutter and downspouts should be completely out of view from public streets and/or adjacent property owners. The gutters and downspouts for these roofs shall be as indicated above. Parapet walls that hide the flat roof areas of the building shall be detailed to include architectural delineation and proportion such as banding or patterning of material to eliminate a flat expressionless facade.

- f. Rooftop Mechanical Screening*
All rooftop mechanical and electrical equipment shall be screened from view by all public streets and adjacent property owners utilizing well-proportioned screen walls that are compatible with the design of the building.
- g. Building Signage*
Signage will be allowed on the building. The size of the signs will be as permitted by the NS Zoning signage standards. Box signs and Neon lighting will not be allowed. The signs to be placed on the buildings shall be of sandblasted wood or painted metal with painted logos or lettering. Company logos will also be allowed subject to review by the MIVARC. All signage, both detached and attached to the building, shall be approved by the MIVARC. This design guideline has suggested options attached.

3. Convenience Store Design Requirements

In order to successfully integrate the convenience store within the overall development, additional design standards have been included within these guidelines to address the convenience store site layout and building design.

- a. Site Layout*
The site layout of the convenience store will be a focus with requirements to ensure that it properly integrates itself on the site to maintain and continue the architectural theme and cohesiveness within the development. Emphasis will be given particularly to the Rozzell's Ferry Road and Main Street elevations to ensure that architectural design and integrity is maintained.
- b. Site Lighting*
All site lighting for the convenience store shall be in conformance with the site lighting requirements specified for Mountain Island Village. Down lighting will be strictly required for all facilities on the site to insure that the site is adequately lit yet not obtrusive or offensive to adjacent properties.
- c. Building Requirements*
In accordance with the building design and materials specified in Section 2c, the convenience store shall be required to be constructed of no less than 80% cedar siding. Additionally, any external facilities including canopy poles, bases, carwashes, dumpster enclosures, etc

shall be entirely constructed of an approved siding to match the building exterior.

In order to achieve proportional consistency and design quality within the development, the convenience store will be required to have a sloped or pitched roof using one of the approved roofing materials specified in Section 2e. Additionally, any canopies or other facilities on the site with exposed roof surfaces will be required to match the roofing material required on the main building.

C. Authority and Responsibilities

Nothing contained herein, nor any actions by the Mountain Island Village Architectural Review Committee (MIVARC), the Landowners Association, or their agents are intended to be, nor shall they be construed to be, an approval on the adequacy, reasonableness, or safety or fitness for the intended use of any plans, products or construction. The information contained herein is meant to supplement the Covenants, Conditions and Restrictions, and to serve as a guide during the planning and design process as it relates to the design restrictions for Mountain Island Village. It shall be the responsibility of each individual property owner to comply with all applicable zoning and building code issues. The MIVARC reserves the rights to change, add to, or delete from these guidelines from time to time at their discretion.

D. Review Process

1. Architectural Review Committee

The Architectural Review Committee (MIVARC) is established by the Mountain Island Village Property Owners' Association (MIVPOA) and is comprised of members of Crosland and the MIVPOA.

2. Review Procedure

The MIVARC must review all drawings used in the design and construction of proposed facilities. The MIVARC must review drawings at the preliminary stage, final drawing stage, and will review the progress of construction at two intervals. Additional reviews will be available in an effort to streamline and assist in the design process. The MIVARC encourages frequent and open dialog during the review process, as it is easier to discuss changes while the project is still in the development stages as opposed to issues arising during construction. Following are the various review phases and associated requirements.

a. Preliminary Review

Preliminary review is required as soon as the basic concept and schematic design of the project is complete. At a minimum, the following drawings should be submitted at the Preliminary review.

1. Site plan of building footprint, parking, entrances and grading.
2. Building floor plan(s) showing overall size and configuration.
3. At least two building elevations one of which being the front building elevation with sufficient detail to identify materials, proportions, relief and typical detail. A colored elevation or perspective type rendering is usually very helpful for this purpose.
4. Any other drawings, illustrations or written information that would help describe the project more fully with respect to its conformance with the design guidelines. In particular, the MIVARC will be looking for information concerning any features that will have an impact on the outward aesthetics of the project.

b. *Intermediate Reviews*

Although not required, the MIVARC will assist in the design process by reviewing the drawings at intermediate phases between the preliminary review and the final drawing review. If questions or concerns arise in the preliminary review that need to be resolved, an intermediate review may be appropriate to resolve those issues prior to final drawing preparation.

c. *Final Drawing Review*

The MIVARC will review final drawings when they are complete and ready for submittal to local building standards departments and review agencies. In addition to meeting minimum requirements for permit review, the following are specific items the MIVARC will look for:

1. Driveway entrances, site lighting, landscaping, irrigation, signage, loading docks, dumpster screens and any other site related issues.
2. Complete floor plan or plans showing specific plan configuration.
3. Detailed building elevations showing all materials and details for all exterior elements of the building including the facade, trim, windows, doors, roof, etc.
4. Detail drawings that show larger scale details for the building including banding, cornice/fascia, window and door trim, etc.
5. Detailed door and window elevations and specifications that will show accurately the type of windows and doors being used including their material type, construction and mullion pattern, etc.

6. Additional drawings that would show any of the elements of the building that would affect the outward aesthetics of the project.
7. Samples of materials to be used on the building including wood, cedar, roof, windows, trim/detail, mechanical screening materials, etc.

d. Construction Reviews

The MIVARC will visit the construction site at two separate times during the construction process to establish conformance with the approved construction drawings. These reviews will take place at the discretion of the MIVARC based on the appropriate construction sequence.

3. Approvals

Approval of the committee is required at each of the phases described above. No construction work is to begin until the MIVARC has approved and signed the final documents. Once the final documents have been reviewed and construction is commenced, the MIVARC maintains the authority to establish compliance of the documents to actual construction. The MIVARC will have the authority to request changes to any items that are being constructed different than the approved plans.

4. Review Fees

Each property owner will pay a review fee for the review process. The review fee will be paid to Crosland Commercial, when plans are first submitted for preliminary review. The review fee is the lump sum amount of **\$1,000.00**. Should a project be disbanded after the preliminary review stage, **\$500.00** of the review fee will be refunded to the property owner.

5. Review Time Table

All drawings and documents shall be submitted directly to Mr. Eric Vargosko of the Crosland Commercial Group at 125 Scaleybark Road, Charlotte, NC 28209 with a dated transmittal or cover letter. The MIVARC's intention is to turn all drawings around on a timely basis. The timetable at each phase is a maximum of 30 days - if no comments are received within 30 days, the project is deemed approved. The more complete the required information is on the drawings, the quicker the review process will be.

6. Penalty Fees

A penalty fee shall be levied against each property owner for noncompliance with these Design Guidelines. The penalty fee is **\$200.00** per day. Upon written notice, each property owner will have a 30-day period to correct the problem causing the noncompliance. The correction must then be made to the

property and documented for compliance review by the MIVARC. The fine will constitute a lien against said property, which is empowered through the Mountain Island Village Covenants, Conditions and Restrictions.

E. Standard Details

1. Signage Examples

To be Provided by Action Signage

2. Mailboxes

4610BLK



3. Street & Building Lighting

Deluxe Acorn. This enhanced Victorian style fixture adds curb appeal to the walkways of any neighborhood or office park. Available in BLK.



4. Sidewalk Details