

# Section 7

## Design Guidelines for Commercial Property And Civano Center

May 2016

## **1) PURPOSE:**

- A. These Design Guidelines (the Guidelines) have been developed pursuant to the Amended Declaration of Covenants, Conditions and Restrictions (CC&R's) for the Community of Civano. (The Declaration), first recorded on November 3, 1998, as Docket number 10915, Page 639, official records of Pima County, Arizona, and as amended or supplemented from time to time.**
- B. These Guidelines adhere to the Civano Master Plan, The Declaration of Covenants, Conditions and Restrictions for the Civano 1 Neighborhood Center Condominiums, as Docket number 12562, Page #6279, official records of Pima County, Arizona, and as amended or supplemented from time to time and the Amended Declaration of Covenants, Conditions and Restrictions of The Civano 1: Neighborhood 1, recorded on January 4, 2000, as Docket number 11206, page 2132, official records of Pima Count, Arizona, and as amended or supplemented from time to time.**
- C. These Guidelines are written pursuant to the Second Amendment to the Amended and Restated Declaration of Covenants, Conditions and Restrictions and Easements for Civano: The Tucson Solar Village, recorded on May 6, 2005, as Docket number 12547, Page 2820, official records of Pima County, Arizona.**
- D. The Guidelines are binding on all owners and tenants of the Civano Center (the Center), and other commercial properties as designated by the CC&R's and the Neighborhood 1 PAD, a portion of the master Civano PAD (April 2005).**
- E. The Guidelines shall be administered and enforced by the Civano 1, Neighborhood 1 HOA Design Review Committee (DRC), or by a subsidiary Center Design Review Committee (the CDRC) which the DRC, with Board review and approval, may designate. In the latter instance, at least one member of the DRC shall sit on and be a voting member of the CDRC.**
- F. The Guidelines may be amended from time to time in an effort to enhance The Center and other commercial properties. It is the responsibility of the Owner and tenants to obtain and review a copy of the most recently revised GUIDELINES documents.**
- G. The Purpose for the Guidelines is not to create conformity, but to create a harmonious architectural approach. The DRC will encourage creativity in design, innovative use of materials, and unique methods of construction so long as the result is consistent with The Community of Civano overall philosophy.**

## **2) GUIDING PRINCIPLES:**

- A. These Guidelines are written in keeping with the original planning goals of Civano plan which promote building community and connecting with each other. The Civano plan is designed to encourage face-to-face meeting and interaction by creating gathering places, meeting areas, cafes, and a mix of uses.**
- B. The Center's mission is to contribute to the sense of community and provide a gathering and meeting place for the Civano neighbors by building a welcoming environment with offices, health facilities, retail businesses and more. The beautifully landscaped and terraced Center will become a gathering place for causal meetings, concerts and other special events.**
- C. These Design Guidelines seek to harmonize all man-made structures with the natural habitat of its site and to take full advantage of the benign desert environment.**
- D. The Center maintains a sustainable design that includes a cool tower, alternative energy efficient building materials, energy efficient windows, and water harvesting. All reasonable efforts shall be made to maintain and enhance these elements as the Center evolves.**

## **3) GENERAL DESIGN CONCEPTS**

### **A. Entries and Doorways**

- (1) It is important that the main entrance to a building is clearly identifiable. It is the primary point of arrival and should be treated as such.**
- (2) One or more of the following methods should be incorporated in the entrance design:**
  - (a) A change in wall or window plane or wall articulations around the door projecting beyond the door.**
  - (b) Placement of art or decorative detailing at the entry.**
  - (c) A projecting element above the entrance.**
  - (d) A change in material or detailing.**
  - (e) Implementation of architectural elements such as flanked columns or decorative fixtures.**

- (f) Recessed doors, archways, or cased openings.
- (g) A portico or formal porch projecting from or set into the surface. Changes in the roofline, a tower, or a break in the surface to the subject wall.
- (h) The design of upper floor entries along the street frontage should compliment and be in scale with the main building frontage.

## **B. Windows and Doors**

- (1) At the street level, windows should have a scale and level of detail that is harmonious with pedestrian activity and the general adjacent streetscape. The framing provides opportunity for color variation and detail.
- (2) Clear glass is recommended on street level to create interesting interior shop views for pedestrians. Heat gain can be limited by implementing awnings, recessed storefronts, polarized glass, or professionally applied UV film. Reflective and mirrored is prohibited. Tinted glass above 70% is strongly discouraged, and must be submitted for review and approval.
- (3) The line established by uniform storefront heights helps to establish a sense of scale for pedestrians.
- (4) Windows and doors should be in scale with the building elevation on which they appear. Recessed openings, windows and doors provide depth and can help break up the apparent mass of a large wall.
- (5) Windows may be combined with wall planters at their base or a base material that has color and texture such as ceramic tiles, brick, river rock, or raised wood panels.
- (6) Operable windows are encouraged to provide natural air circulation and allow interchange between indoor and outdoor spaces.
- (7) Well-designed storefronts, including windows, doors, wall composition, colors, and materials are important to create a sense of entry and pedestrian scale.  
All proposed exterior window and door treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created

### **C. Awnings and Umbrellas**

- (1) Awnings add color, variety of scale, and pedestrian protection from the elements. They may also create a space for identification signage.**
- (2) Awnings, as well as signage, help to clearly demarcate building entries and help orient pedestrians.**
- (3) Awnings with imprinted signage are encouraged. Lettering style and size should be in scale with the awning and adjacent awnings subject to applicable sign codes.**
- (4) Awnings should be high enough so as not to inhibit pedestrians, but in no case should the lowest part of an awning be lower than 6'-8" from grade.**
- (5) Awnings should not dominate the facade, but should be in scale with the rest of the building.**
- (6) Awnings, if lighted, should be lit with architecturally interesting and appropriate fixtures such as goosenecks. Up-lighting is prohibited. All light elements shall be screened from view.**
- (7) Awnings should be placed within vertical elements when the facade of a building is divided into distinct structural bays.**
- (8) All proposed awning treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created**

#### **D. Arches, Porches and Covered Walkways**

- (1) Buildings that contain multiple tenants are encouraged to utilize pedestrian connection elements such as arcades and internal courtyards.**
- (2) Covered walkways provide a visual and protective linkage between uses.**
- (3) These walkways may occur at building street frontages, between buildings, from buildings to parking lots, and within parking lots.**
- (4) Covered walkways associated with buildings should utilize materials that relate to that building in material, scale and color.**
- (5) Freestanding walkway covers associated with the Center and other commercial properties should have a similar design made with similar materials so as to be easily recognized throughout the Community as being part of the Center. Suggested materials include finished metal framing combined with decorative screens as the "canopy," or wood framing with living materials.**
- (6) Walkways that are "enclosed" by buildings provide an opportunity for pedestrian scale wall treatments such as murals, alcoves, or vines.**
- (7) All proposed exterior Arches, Porches and Covered Walkway treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created**

## **E. Colors**

Variety and artfulness are encouraged in the selection of exterior colors for commercial buildings in the Center area, so there is no preemptive restriction on color choice. The following guidelines are intended to promote well-a coordinated color palette that integrate with the other exterior features of buildings.

- (1) Buildings should keep a balanced color palette between base colors and "brighter" or "darker" accent colors on each building.
- (2) Colors should be used that reduce sun glare on wall planes by using flatter, muted colors (e.g., avoiding bright whites).
- (3) Door and window trims, awnings, and wall tiles provide opportunity for color that adds interest and visual texture to storefronts or building bases.
- (4) Trim Color of should be coordinated with the wall colors.
- (5) Colors should be coordinated with existing adjacent buildings.
- (6) Colors should coordinate with any natural or unpainted materials used on the facades such as river rock, pressure treated wood, terra cotta, tile, brick and stone.
- (7) All proposed exterior color treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created.

**F. Sides and Backs of Buildings not facing public rights of way:**

- (1) Murals, trellises or vines and espaliers are encouraged for large expanses of walls at the rear or sides of buildings to soften the building and create visual interest.
- (2) Marquee display cases may be provided between buildings in pedestrian linkage areas to include things like theater movie posters, upcoming civic events, retail events (such as sidewalk sales or book signing), art displays or shows.
- (3) Wall mounted lighting should be provided between buildings to ensure security. All such lighting shall be down-lighting and have their lighting elements shielded.

**G. UTILITARIAN AND SERVICE ASPECTS OF BUILDINGS**

Utility and service areas should be part of the early building design process rather than an afterthought at the construction document phase.

**(1) Screening of Utilitarian, Mecanical, Communication and other Equipment.**

- a. Service, utility, and loading areas should be carefully designed, located, and integrated into the site plan. These critical functional elements should be designed in an effort to minimize their impact on public viewsheds. Screening should be used to mitigate their visual impact, and noise pollution from service, utility and loading areas.

**H. Trash Enclosures**

- (1) Every building or group of buildings should provide a trash enclosure that is capable of handling the refuse generated by that site, and visually screen trash collection from public rights of way, and gathering areas.
- (2) Recycling bins should be integrated into the enclosure.

**I. Disabled-Accessible Ramps and Railing**

- (1) The Center and other commercial properties shall comply with access requirements as defined by the City of Tucson and other applicable code authorities.



- (2) Guardrails shall complement the architectural style of the building.
- (3) Ramps shall be integrated into the overall site design to help create functional or unique spaces.

#### **J. Exterior Utility Panels**

- (1) Where feasible, utility service areas, such as electrical panels, should be placed within enclosures that are architecturally integrated into the building design. In all cases they shall be painted the same color as adjacent walls.

#### **K. Fire Apparatus**

- (1) Access for fire apparatus should be part of the planning process so as not to disrupt the visual integrity of a project.

#### **L. Roof Drainage**

- (1) Gutters and downspouts on the exterior of the building should be decorative or designed to integrate with the building facade. Owners are encouraged to incorporate cisterns to harvest and store water for irrigation.

#### **M. Mailboxes**

- (1) Common mailboxes, when used, should be located close to the project entry, and to the degree allowed by the USPS, the design of the box enclosure should be similar or complementary in form, materials, and color to the surrounding buildings.
- (2) Mailboxes should be located in alcoves away from heavily traveled pedestrian ways.

#### **N. LIGHTING**

- (1) Effective lighting provides safety and direction for vehicles and pedestrians, visibility and security for businesses, while enhancing architectural building and landscape details. These guidelines apply to on-site lighting for parking areas and to outdoor lights associated with the Center. Light types may include pole lights, spotlighting, wallmounted sconces, and parking and landscape lighting.

However, in all cases the lighting element of a fixture must be shielded from sight.

- (2) An illumination plan and photometric analysis must be submitted with architectural and site plans for review and approval. This plan shall provide data for each light source. The purpose of the plan is to ensure that adequate lighting is provided without excessive general illumination or overlapped illumination in areas.
- (3) Sensitivity to the mix of residential and commercial uses should be considered in choosing light sources, lighting direction, intensity and footcandle power. Lighting should be designed to provide ambiance, safety, and security without unnecessary spillover or glare onto adjacent properties. This is particularly important for the residential users who may be located on a second or third floors above a commercial use.
- (4) The quality of light, intensity of light, and the type of bulb or source should be carefully addressed, and shall address the guidelines of the Pima County "Dark Sky" Ordinance.
- (5) Spot lighting or glare from any site lighting should be shielded from adjacent properties and directed at a specific object or target area. Exposed bulbs are prohibited. Lighting that is timed to automatically cut on and off at appropriate times is preferred.
- (6) Light fixtures should be designed or selected to be architecturally compatible with the main structures of.
- (7) Low-voltage lighting conserves energy and shall be used in the landscape whenever practical.
- (8) Colored lights (other than yellow lights as found in some Tucson streetlights) are prohibited except in temporary holiday displays.
- (9) The height of light poles should be appropriate in scale for the building or complex and the surrounding area.
- (10) Landscape lighting can be used to accent walkways and entries and/or seating areas and specimen plants/trees.
- (11) Indirect window display lighting is encouraged to create an interesting and friendly atmosphere. [FURTHER CLARIFICATION REQUIRED]

(12) **(12) Neon lighting and signage: [FURTHER CLARIFICATION REQUIRED.]**

(13) **All proposed exterior lighting treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created**

## **O. LANDSCAPE / HARDSCAPE**

**In general, xeriscape landscaping, with a variety of shade trees and colorful understory, should be used in all landscape plans for The Center.**

### **(1) Plant Materials and Layout**

- (a) **Use of native and low water use plants in conjunction with efficient water systems for the establishment and maintenance of a drought-tolerant landscape is strongly recommended.**
- (b) **Appropriate artwork and sculpture are encouraged to be incorporated into landscape designs.**
- (c) **Use of window boxes for upper stories is encouraged to provide color-spots at higher elevations, but plants must be accessible for maintenance and all window boxes shall be attached safely and securely.**
- (d) **Plant material is useful for softening structural edges, but should not be used as a mask to justify poor building design.**
- (e) **Trees and shrubs should be located and spaced to allow for mature and long-term growth.**
- (f) **Planters should be planted primarily with plants that are low maintenance.**
- (g) **Accent planting should be used around entries and key activity hubs.**
- (h) **Formal planting designs and color-spots are encouraged in courtyards and plazas and in tree wells along the street frontages.**
- (i) **Trees should be used to create an intimate scale, enclose spaces, provide shading and frame views.**

However, their placement must respect long-range view corridors.

- (j) Planting is encouraged to soften the impact of the screening of less desirable areas (e.g., trash enclosures, parking areas, storage areas, loading areas, and public utilities) from public view.
- (k) Seasonal shading from trees and shrubs should be considered when developing planting schemes for courtyards and streetscapes.
- (l) The irrigation systems should be designed to apply water slowly to achieve deep watering and to reduce runoff. Drip systems are required in all areas except for irrigation of turf (which is discouraged as a landscape element) and small ornamental planting.
- (m) Deciduous trees are encouraged because they provide solar buffers during summer while providing fall color, seasonal flower and other desired effects.
- (n) Plants to be avoided include (i) short lived plants and those particularly susceptible to disease and (ii) large expanses of single plant varieties due to their unchanging appearance and loss of landscaping once struck with disease. [Comply with Civano 1 Neighborhood 1 Recommended and Prohibited Plant lists.]
- (o) Water harvesting for irrigation is strongly encouraged.

## **P. SIGNAGE**

- (1) A sign program shall be required for each tenant in the Center, as well as an overall signage program for the Center as a whole. Sign programs shall, at a minimum, include:
  - (a) Sign dimensioning.
  - (b) Maximum and minimum area limitations.
  - (c) Guidance regarding materials, and colors.

- (d) **Guidance as to Font types, styles, and colors.**
- (2) **Signs reflecting the type of business through design, shape, or graphic form are encouraged.**
  - (3) **The method of sign attachment to the building should be integrated into the overall sign design chosen.**
  - (4) **Signs should coordinate with the building design, materials, color, size, and placement.**
  - (5) **Signs should not cover windows or important architectural features.**
  - (6) **Sign variety, within the overall Sign Program for the Center, is encouraged among different users.**
  - (7) **Flush mounted signs should be positioned within architectural features, such as a panel above the storefront; on the transom; or flanking doorways.**
  - (8) **Flush mounted signs should align in mounting height with others on the block so as to maintain the existing pattern.**
  - (9) **Internally-illuminated sign cabinets are strongly discouraged.**
  - (10) **Hanging signs attached to buildings that project perpendicular to the building should be a minimum of 8' from ground level to the bottom of the sign.**
  - (11) **Signs that project from buildings shall comply with the overall Center signage program, and Tucson signage ordinances. Signage that reflects purpose of a business by incorporating symbols or logos of the business, are encouraged.**
  - (12) **DELETED**
  - (13) **Signs incorporated on awnings should only be located on the valance.**
  - (14) **DELETED**
  - (15) **Lighting of all exterior signs should be directional to illuminate the sign without producing glare on pedestrians, autos, or adjacent residential units.**

- (16) All proposed exterior signage treatments shall be reviewed and approved by the DRC, or it's designee, if one should be created

**Q. SUSTAINABILITY.**

Designers should look to the standards of the US Green Building Council's Leadership in Energy Efficiency (LEED) Green Building Rating System certification system for guidance on design practices that can contribute to sustainability. In addition, designers should address the performance standards for meeting the performance objectives of the Civano PAD. However, because the performance standards were developed with residential rather than commercial projects in mind, it is acknowledged that not all of the performance standards will be applicable, and those that are applicable may be adapted in light of the commercial nature and particular uses of the project.