

SHOPTON RIDGE OWNERS
ASSOCIATION
DESIGN GUIDELINES

OVERALL DESIGN STANDARDS

1. Overview –

- a. Shopton Ridge (Shopton) is an Industrial and Business Park (The Park) totaling approximately 170 acres. It is located in southwest Charlotte near the Highway 160 interchange with the Charlotte Outer Belt, I-485.
- b. The Park is conceived as a development that will occur in various phases of time and with a variety of buildings.
- c. Both regional and local businesses will be located in The Park doing business in areas such as light manufacturing/assembly, distribution, warehouse and general business.
- d. Consistent and quality building architecture, landscaping and signage design will be extended throughout The Park.
- e. These Design Guidelines are provided to assure the compatibility and quality of development within The Park.

2. Site Planning & Landscaping –

- a. The Park will be developed as individual parcels ranging in various sizes.
- b. Emphasis is to be placed on the massing of each building in order to best utilize each parcel and coordinate any common easement rights or features with adjoining parcels.
- c. Each building should orientate the front of the building to the street by which it is served in order to create consistent curb appeal throughout The Park.
- d. Direct views from the street into large loading dock or storage areas should be limited.
- e. All ground mounted mechanical and/or electrical units if not located behind the buildings shall be screened with the same materials used on the building or with appropriate landscaping/plantings. The preference would be to have mechanical units on the tops of the buildings and screened from view. Any systems attached to the buildings should be painted to match the exterior of the building, if possible.
- f. Exterior Equipment. Exterior equipment, such as storage tanks, cooling towers, transformers, antennae, electronic receivers and other similar equipment and facilities, including those located upon the roofs of Structures, shall be (i) screened from pedestrian and vehicular view from perimeter streets and adjacent Lots, or (ii) located upon the Lot subject to the approval of the ARC so as to minimize, to the extent

reasonably practical, visibility from adjacent Lots and streets or rights-of-way. The materials used for screening shall be compatible in architectural and aesthetic design with the building materials employed in construction of the primary Structure or other improvements located upon the Lot.

- g. All new utility lines and connections to existing utility lines shall be constructed underground, except for certain valves, back-flow prevention devices, terminations, switches, transformers and other utility devices which are required to be above ground by the utility provider, the Town of Charlotte, or Mecklenburg County. Locations for all such above ground utility components must be submitted with Final Plans and approved by the ARC.
 - h. Uniform landscape planting should be used on each parcel in order to create consistent curb appeal throughout The Park.
 - i. Large maturing trees should be used primarily as street trees while small variety decorative trees used alongside buildings. Shrubs should be used to reinforce edges to built surfaces.
 - j. Lawns or mowed edges will be maintained along roadways, parking edges and open spaces but will be the minimum depth possible.
 - k. Any open space, natural areas and storm water facilities will be preserved and protected as required by code.
3. Buildings & Signage –
- a. Clear and simple building masses are encouraged. Symmetry in components shall be employed to signify important elements such as entry ways, etc.
 - b. The architectural design of each building in The Park should be in keeping with a modern business and industrial park.
 - c. Exterior building materials shall be brick or block, architectural precast, tilt-up or precast panels.
 - d. Some articulation of large exterior surfaces thru building design elements is encouraged.
 - e. All exterior walls shall be painted and the primary color of all buildings shall be primarily light colors such as white, off white or cream in order to have continuity in the park.
 - f. Accent colors on exterior walls is permitted and encouraged in order to break up large exterior surfaces. Accent colors shall be primarily earth tones.

- g. Multiple entryways along with multiple windows located on the front elevations of buildings are encouraged.
- h. Flat roof design will be the predominate type of design. Other roof designs such as sloped roofs are will be considered so long as the roofing materials used compliment the building and The Park and are of a color that is also complimentary.
- i. Rooftop mechanical systems shall be screened from the front elevation of each building with a parapet wall or an architectural feature.
- j. Vents, exhaust hoods, etc. should be located in an area that will be least visible from the front elevation of each building.
- k. Where necessary, tinted/colored glass is suggested to be of a moderately reflective type.
- l. Loading docks, refuse areas or outside storage areas are to be located on the least visible side of the building based on a view from the street running in front of each building.
- m. Signs or monuments located on the ground shall be low profile and using materials to compliment The Park.
- n. Signage applied to buildings shall be made of quality materials. The design of the buildings shall accommodate the placement of signage and signage equipment such that electrical requirements for signage/lighting are concealed.

4. Waiver of Minor Violations –

- a. In addition to the approval of Plans and other matters herein set forth, the ARC shall have the right to waive minor violations and allow minor variances with respect to design guidelines or (b) when the same resulted unintentionally or without gross carelessness on the part of any Owner and are not materially harmful to the Property. If such waiver is granted in writing, then thereafter such matters so waived shall no longer be deemed a violation of the Declaration and these Guidelines. No variance granted pursuant to the authority herein contained shall constitute a waiver of any provisions of the Declaration or these Guidelines as applied to any other person, Owner, Lot or property.

REVIEW PROCEDURES

5. Review Process –

The Parcel Owner/Agent (Developer) shall submit an Architectural Review Fee of \$500 for ARC signage approvals or a \$2,500 for building or building addition ARC approval.

The Parcel Owner/Agent (Developer), at its expense, shall submit to the Architectural Review Committee (ARC) for review a complete set of plans as part of the review process.

Included in the documents/plans submitted shall be a site plan showing building location, general landscape areas, service areas, pedestrian and vehicular circulation and all applicable setbacks and easements as required. Also included will be schematic elevation(s) showing building form, materials, colors, and signage as well as a materials sample board.

The ARC review should normally take one to two weeks from receipt of documents for building or building additions.

The ARC review should normally take three – five days from receipt of documents for signage.

The ARC shall review the documents/plans and return them to the Developer marked “Approved” or “Disapproved”, and as the case may be, with any appropriate review comments.

Before starting any operations on site, the Developer must supply the ARC with the general contractor’s name and phone number of the contractor’s field superintendent.

Once the ARC has approved the documents/plans the construction of such improvements must be promptly commenced within six (6) months following the date of approval by the ARC. If construction of such improvements does not commence within six (6) months such approval the documents/plans shall be deemed rescinded, and, before construction of improvements can thereafter be commenced, the documents/plans must again be reviewed and approved by the ARC pursuant to this Paragraph.

2. Document Requirements -

a. Survey

The Developer shall provide ARC with a "Survey" prior to the review of documents/plans. The "Survey" shall be obtained by the Developer. The "Survey" shall be prepared by a licensed land surveyor and shall be made in accordance with the "Minimum Standard Detail Requirements for Land Title Surveys" jointly established and adopted by ATA and ACSM in 1962. In addition, the "Survey" shall include, but not be limited to, the following: parcel zoning classification, setback or building restriction lines, the acreage of the parcel, underground and other utilities, topography, easements, major vegetation, etc.

b. Architectural Site Plan -

The minimum information required is as follows:

- Title, date, architect, lot owner, and sheet number
- North arrow
- Scale
- Approximate building area
- Parking Data: Number and ratio required by code, number and ratio provided, size of stalls and aisles
- Acreage
- Location of any view corridors, building setbacks, property lines, easements and other restrictions on the property
- Circulation features within the property and location of parking areas
- Grading plans sufficient to indicate proposed grades for entire property development, including preliminary building floor elevations
- Property lines, easements, and prominent existing physical features to remain
- Location and number of all monument signs
- Utilities and utility locations
- Site lighting

c. Landscaping Site Plan -

The minimum information required is as follows:

- Site plan must indicate areas to be landscaped. (Information may be shown on "Architectural Site Plan" for this phase in lieu of a separate landscaping plan).
- North Arrow
- Date
- Architect and Lot Owner
- Project Name

- Dimensions, property lines, easements, contour lines, elevations, and prominent physical features
- Location of building(s), driveway(s), curb cut(s), parking, pedestrian, and service areas
- Location and types of hard construction materials, furniture, lighting, etc.
- Irrigation – Indicate type of system and irrigated areas
- Plant and Ground Cover Materials - Show quantity, type, size and location of material

d. Building Plans -

The minimum information required is as follows:

- Information required may be shown on site plans, in lieu, of a separate building Plan
- Project Name, Architect, Lot Owner, Date and Sheet Number
- North Arrow
- Floor Plan Scale at 1/8" = 1'-0" min.
- Elevations (any available three-dimensional drawings if made)
- All proposed signage on building
- Samples of actual materials to be used reflecting accurate colors

e. Signage -

The minimum information required is as follows:

- Plan showing size and location of all proposed signs. The Lot Owner shall be fully responsible for conforming to all applicable ordinances.
- Elevation showing all dimensions, material, colors, and method of illumination
- Photographs of identical or similar signs from previous projects, if available

f. Maintenance

The Developer shall, at all times and at their expense, keep their Lot in a well maintained and attractive condition. Such maintenance includes, but is not limited to, the following:

- Prompt removal of all litter, trash, refuse and wastes
- Keep all landscaping alive, weed-free and attractive
- Keep exterior lighting and mechanical facilities operable
- Keep parking areas, driveways, and roads clean and in good repair
- Comply with all government health and safety requirements

- Striping of parking areas and repainting of Improvements
- Repair of exterior damage to Improvements

g. Enforcement -

If any Developer fails to maintain its Lot in accordance with the foregoing in such manner as may be deemed necessary by the ARC to preserve and protect the value and attractive appearance of the Lot, then the ARC may give such Developer written notice stating with particularity the work or repair which the ARC finds to be required and requesting the same be carried out or undertaken and diligently pursued within the period as specified in the Covenants, Conditions, and Restrictions for The Park. Should the Developer fail to carry out or undertake such maintenance and repair, then the ARC, through its authorized agent or agents, shall have the right and power to enter onto the Lot and perform such care and maintenance without any liability for damages for wrongful entry, trespasses otherwise to Developer and Developer shall be liable for the cost of such work and shall promptly reimburse the ARC for such cost.

3. Authority -

These Guidelines are established by the ARC pursuant to the Declaration of Covenants, Conditions and Restrictions (Declaration) for The Park. Any capitalized terms in these Guidelines not defined herein shall have the same meaning as more specifically set out in the Declaration. The ARC reserves the right to amend any or all provisions of these Guidelines as appropriate at any time, and from time to time, in its sole and absolute discretion.

4. Applicability to All Lots -

As to any Lot in The Park, no improvements may be commenced, erected or maintained until the ARC has given its written approval of final documents/plans pursuant to the criteria listed.

These Guidelines shall apply to all developers and property owners in The Park, and any reference here to "Owner" shall also apply to the Owner's general contractor, subcontractors, or agents.

5. Advisory Design Professionals -

The ARC may retain an Architect and/or other design and construction professionals to advise the ARC in the plan review and approval process. Developers may wish to consult with the ARC or these professionals on a preliminary, informal basis with

questions about the design intent of these Guidelines and their application to the overall design or design features of buildings and landscaping.

Since the professionals will be advisors only, their views and opinions will be considered by, but will not be binding on, the ARC.

6. Definition of "Improvements" -

The term "Improvements" shall mean and include any and all man-made changes or additions to a Lot, including but not limited to, the location, materials, size and design of all buildings (including any exterior pieces attached to or separate from buildings, such as heating and air conditioning equipment, roofed structures, parking areas, fences, walls, landscaping [including cutting of trees], hedges, mass plantings, poles, driveways, ponds, changes in grade or slope, site preparation, signs exterior illumination and changes in any exterior color or shape). The definition of Improvements includes both original Improvements and all later changes to Improvements. However, the definition of Improvements does not include the replacement or repair of Improvements previously approved by the ARC, provided that such replacement or repair does not change exterior colors, materials, designs or appearances from that which were previously approved by the ARC.

7. Design Standards -

The following statements and standards shall be explanatory and illustrative of the general intent of the development of The Park, and are intended as guide to assist the ARC in reviewing plans, and other submittals.

8. Liability of Declarant & ARC -

Neither Declarant nor the ARC shall be responsible for any losses or damages arising out of the construction of the improvements permitted under these Guidelines, nor shall the ARC's approval of any plans, specifications or other submissions be deemed a representation or warranty by the ARC or its agents regarding the design, materials, or any other aspect of the developments depicted in such submissions.

9. Zoning & Other Governmental Regulations -

In addition to complying with the requirements imposed by this Declaration, the Developer of any Lot must comply with all zoning and other applicable governmental laws, rules and regulations. Approvals by the ARC pursuant to these Guidelines shall in no event be construed as representations or warranties that the Developer's plans, Final Plans or Improvements comply with any such governmental requirements.

