

SUMMARY
ENTRANCE CRITERIA,
DEVELOPMENT & DESIGN STANDARDS & PROCEDURES
UNIVERSITY OF NEBRASKA TECHNOLOGY PARK
[September, 2006]

Entrance Criteria and Guidelines

The University of Nebraska Technology Park LLC has established the following criteria for defining land and building use appropriate to the mission and environment of the University of Nebraska Technology Park.

All potential occupants of the Technology Park must be approved by the Technology Park LLC Executive Committee and evaluated in accord with the criteria below. Potential participants in the technology business incubation program, however, may be admitted via admittance and screening processes established by the President of the Technology Park LLC.

Permitted activities include:

- Laboratories and related facilities intended for basic and applied research, development of technology based products and services or testing of technology based products and services.
- Facilities intended for production or assembly of products of a technology nature, provided that this production is supported by on site research or product development activities.
- Pilot plants in which prototype production processes can be tested and used for assembly of products of a technological nature.
- Corporate, regional and divisional headquarters of technology based or knowledge driven companies and organizations.
- Technology dependent or computer based facilities dedicated to the processing of data or analysis of information, provided that these information services are supported by on site research or product development.
- Offices and related facilities of not for profit research or educational institutes, as well as professional, training, research, scientific or engineering associations.
- Corporate and professional training facilities, provided that these facilities maintain on going cooperative relationships with the University of Nebraska's Continuing Education or Extension Programs.
- Services and retail uses incidental to, and in support of, any uses permitted in Paragraphs 1 through 7 above, such as conference/hotel centers, restaurants, banking facilities, day care centers and recreational facilities.
- Incidental operations required to maintain or support any uses permitted in Paragraphs 1 through 7 above, such as maintenance shops, hazardous materials handling facilities, water treatment facilities and machine shops.

- Any other facilities reasonably related to the intended mission of the Technology Park, provided these uses are specifically approved by the University of Nebraska Technology Park LLC

Excluded activities include:

- Distribution or warehouse operations, except as such operations are incidental to an approved production or information service operation.
- Facilities of the type that could cause an operational nuisance, such as excessive noise, noxious odors, or emissions of environmentally hazardous effluents or gasses.
- Information service or data processing facilities that are in support of strictly “internal” corporate management functions, such as accounting or payroll, except as such facilities are incidental to a corporate, regional or divisional office of an approved company or organization.

Overview

This summary is provided as a general guide to understanding the development and design standards and procedures currently in place at the University of Nebraska Technology Park. This document is not a substitute for nor does it supersede the requirements incorporated in the pertinent permits, zoning ordinances, covenants, conditions, requirements or standards affecting the Technology Park. The individual governing documents should be consulted prior to undertaking a project.

Reference Key

UP: Use Permit #80

CR: Covenants, Conditions and Restrictions

SD: Sign District

GL: Ground Lease

Planning & Zoning Parameters

- Zoned O-3/ Technology Park
- Governing documents
 - Use Permit #80
 - Covenants, Conditions and Restrictions adopted August 7, 1997
 - Ordinance #16901 adopted December 11, 1995 establishing the University of Nebraska Technology Park special sign district
- Technology Park is authorized to construct up to 1,063,850 Gross Floor Area (**UP Sec.1.3**)
- Building envelopes may be modified through the administrative amendment process in order to allow; “the transfer of density or permitted Gross Floor Area

- development from one Building Envelop to another subject to the applicable parking requirements.” (UP Sec.1.3.2.ii)
- The City shall undertake expedited reviews through; “best and reasonable efforts to process such administrative amendment to this Use Permit within forty five (45) days from submittal.” (UP Sec.1.3.2)
 - The Park is required to file a Final Plat in conjunction with submission of development plans (UP Sec.1.3)

Site Development

- Buildings should be broken down in scale into smaller elements with the ratio on any site of a maximum of 0.3 : 1 or 0.2 : 1 for the overall Park (CR Sec. 5.4 (f))
- Site layouts shall maintain views of the downtown skyline (CR Sec. 5.4 (a))
- Accessory buildings shall be discouraged (CR Sec.5.5)
- Fencing as a general condition shall not be allowed (CR Sec.5.7)
- Outdoor storage
 - May not be stored without express permission of Park (CR Sec.5.8)
 - Garbage, refuse, recycling containers shall be concealed with screening walls of material compatible with the primary building (CR Sec. 5.8)
 - Storage tanks for water, propane or other fuel or chemical allowed only with express permission of Park and shall be screened (CR Sec. 5.8)
- All utility service lines shall be undergrounds (CR Sec. 6.2)
- Antenna (CR Sec. 6.2.c.)
 - Shall be allowed by express approval of Park and screened from view
 - If roof top mounted shall not be visible within horizontal line of sight
 - Ground mounted shall be screened from view, integrated into the overall site design and constructed of a neutral or subdued color
- Transformers and meters shall be screened from view (CR Sec. 6.2(f))
- Solar energy devices allowed with express approval of the Park (CR Sec.6.2 (g))
- Storm drains shall be constructed in accordance with applicable government requirements designed for a minimum 10 year frequency storm (CR Sec. 8.7)

Building

- Building materials: durable, permanent materials including but not limited to brick, stone, plaster or synthetic resin plaster, architectural finished concrete and glass fiber reinforced concrete (CR Sec. 5.4 c)
- Prohibited materials include but are not limited to: wood, wood products, aluminum or steel corrugated profile siding, composite or hardboard siding, plastics or asphaltic products (CR Sec. 5.4c)
- Exterior colors shall be natural earth tones, contrasting materials and colors may be used only for accents (CR Sec. 5.4c)
- Highly reflective glass shall be avoided especially at the pedestrian level (CR Sec. 5.4 (f))
- Rooftops

- Shall be reviewed for texture and reflectivity; special attention shall be given to roof mounted mechanical systems, vents and ducts (**CR Sec.5.4 (h)**)
- Radio, television, microwave antennas and towers are allowed only at the Park's discretion (**CR Sec.5.4 (h) 3**)
- All structures shall be equipped with interior roof drains or gutters and downspouts (**CR Sec. 8.5**)
- All buildings shall be accessible in accord with ADA (**CR Sec. 5.5**)

Parking

- A minimum of 1 space shall be provided for each 250 sq. ft of net useable space (**CR Sec. 6.3 (a)**)
- One space shall be provided to each company vehicle based on the premises (**CR Sec. 6.3 (a) 2**)
- Visitors parking shall be provided at the ratio of 1 space for each 300 sq. ft. of administrative space (**CR Sec. 6.3 (a) 3**)
- Handicapped parking stalls shall be provided in accordance with applicable government regulations (**CR Sec. 6.3 (a) 5**)
- The farthest distance from visitors parking spaces to the building shall be 200' (**CR Sec. 6.3(b)**)
- It is recommended that the farthest distance from employee parking spaces to the building is 500' unless adequate lighting and security is provided (**CR Sec. 6.3 (b)**)
- Street parking is prohibited (**CR Sec. 6.3c 1**)
- Areas designated for automobile use shall not be used for trucks, commercial vehicles or storage (**CR Sec. 6.3 c 3**)
- Parking lot areas and driveways shall be of concrete paving
- Parking lot areas shall have concrete curbs, painted stalls, divider lines and directional areas (**CR Sec. 6.4**)
- Parking lots shall be bermed wherever possible or otherwise adequately screened with appropriate plantings (**UP Sec. 4.2**) (**CR Sec. 7.3**)
- Not less than 10% of a parking lot area shall be landscaped islands (such islands to be a minimum of 20' in length and 9' in width) (**UP Sec. 4.2**) (**CR Sec. 7.3**)
- Berms are to be a minimum of 30" in height with the exception of entrances and lines of sight (**UP Sec. 4.2**) (**CR Sec. 7.3**)

Landscaping

- Inner zone: area surrounding primary buildings, designed and developed as managed landscape with appropriate irrigation (**UP Sec. 4.1**) (**CR Sec. 7.2 (a)**)
- Intermediate zone: area between Inner Zone and Perimeter Zone, plantings of a combination of native and hardy introduced materials (**UP Sec. 4.1**) (**CR Sec. 7.2 c**)
- Perimeter zone: area abutting site boundaries planted in native and natural grasses (**UP Sec. 4.1**) (**CR Sec. 7.2 (b)**)

- Outer zone: Perimeter Zone adjacent to the Park's outer boundaries, shall be maintained in a manner to complement the character of adjacent areas (**UP Sec. 4.1**) (**CR Sec. 7.2 (d)**)
- Irrigation systems shall be underground and fully automated (**UP Sec. 4.4**) (**CR Sec. 7.5**)
- Landscaping shall be installed prior to building occupancy unless dictated by seasonal planting considerations and then within 30 days of first practical date of planting (**GL Sec. 15l**)

Signs

- Tenant signs: each building shall be allowed one Building ID sign (**CR Sec. 9.4 (b)**), (**SD Sec. 3.2**)
 - Name of building and tenant
 - Maximum of 32 sq. ft. in area and 6' in height
 - Located adjacent to the right of way of internal streets
- Building directional signs: not to exceed 12 sq. ft in area and 4' in height (**CR Sec. 9.4 (f)**), (**SD Sec. 3.6**)
- Tenant and building directional sign colors shall be neutral (**CR Sec. 9.5**) (**SD Sec. 4**)
- Tenant and building directional sign lighting/texture/materials: monument type signs shall be of aluminum or other durable materials and may employ steady, stationary shielded light sources (**CR Sec. 9.6**) (**SD (Sec. 5)**)
- Wall signs (**SD Sec. 3.1**)
 - Façade mounted, may not extend vertically or horizontally beyond the façade
 - Sign shall not exceed 15% of the surface area of the façade or 25 sq. ft.
 - Shall be oriented to internal streets
 - Wall signs may not be painted directly upon the façade (**SD Sec. 3.7**)
- Signs shall be shown on the site plan/development plan submitted to the Park and the City for approval prior to construction (**CR Sec. 9.7**) (**SD Sec. 6**) (**GL Sec. 15 m**)

Lighting

- All lighting wiring shall be underground (**CR Sec. 6.5.1**)
- Lighting shall be oriented to minimize glare to adjacent streets and lots (**CR Sec. 6.5.3**)
- Light standards shall be of neutral or dark color not to exceed 30' in height (**CR Sec. 6.5.4**)
- Adopted lighting standards (minimum): National Fire Protection Association National Electrical Code; Illuminating Engineering Society of North America (**CR Sec. 6.5.5 and 6.5.6**)
- All light sources shall be color corrected high pressure sodium (**CR Sec. 6.5.9**)
- Average light intensity
 - 4.0 horizontal foot candles – Parking lots

- 0.5 horizontal foot candles – Entry drives
- 1.0 horizontal foot candles – Paths & steps
- 5.0 horizontal foot candles – Building entrances
- 5.0 horizontal foot candles – Use areas near buildings

Construction

- The Park shall be provided with copies of final construction drawings and documents (**GL Sec. 15 (h)**)
- The Park shall be provided with final “As Built” construction drawings and documents (**GL Sec. 15 (k)**)
- Construction of site improvements shall begin within 60 days of the issuance of a Letter of Approval by the Park and completed within 2 years following initial commencement of construction (**GL Sec. 15 (j)**)

Design Review & Submissions

- Concept Design Review (**GL Sec. 15 (d)**)
 - Site plan information: location of utilities, drainage, service areas, outdoor storage, trash receptacles, mechanical or electrical equipment or other activity or equipment
 - Building elevations
 - Parking and open spaces
 - Compliance with Use Permit
- Final Design Plan (**GL Sec. 15 (e)**)
 - Project Data
 - Name of owner
 - Name of developer and/or building
 - Name of project
 - Proposed use
 - Building occupancy group
 - Building construction type
 - Development schedule
 - Total site area
 - Total building area (gross and net leasable or useable)
 - Total unobstructed open space expressed in total square feet and as percent of total site
 - Floor to area ratio
 - Project phasing
 - Phasing schedule
 - Total anticipated number of employees by phase
 - Total parking provided by phase
 - Legal description and address
 - Name, address and phone number of the person responsible for working with the Design Development Review Committee
 - Architectural plans
 - Exterior elevations
 - Floor plans with finished floor elevations

- Exterior building materials and colors (including samples)
 - Typical wall sections
 - Roof plan
 - Mechanical or electrical equipment and other activity or equipment which would alter the natural site
 - Illustration of screening where required
- Layout plan
 - Setbacks for building
 - Setbacks for parking areas
 - Buildings
 - Storage
 - Loading and trash areas
 - Parking areas
 - Driveways and sidewalks
 - Lighting including fixture selection
 - Landscaped areas
 - Utility appurtenances
- Grading plan
 - Existing and proposed finished grades using 2 foot contour levels and spot elevations
 - Location and elevation of City of Lincoln benchmark or one referenced by the City
 - Existing and proposed property lines and easements
 - Street names
 - Drainage patterns within the proposed development
- Landscape plan
 - Location, size and species of trees and shrubs
 - Compete plant list
 - Irrigation plan
- Signage plan
 - Size and location of each sign
 - Sign message including graphics and layout
- Utility plan
 - Utility appurtenances
 - Utility capacity requirements
 - Flows at all design points within the site for initial and major storm run off
 - Velocity of flow at discharge points
 - Location and size of all drainage structures
 - Finished floor elevations
 - Connections to utility systems
 - Typical road, drive and parking lot paving sections
 - Fire hydrant locations

- Design Development Review Committee
 - Shall consist of not less than 3 nor more than 7 members of whom it is recommended that 1 be a registered architect, 1 a registered landscape architect and 1 an engineer (**CR Sec. 4.1**)
 - Final Design Plan shall be submitted for review of the DDRC (**GL Sec. 15 (f)**)
 - DDRC shall take action within 30 days of submission (**GL Sec. 15 (f)**)
 - Approval
 - Disapproval
 - Required modifications
 - Upon approval by the DDRC the Park shall issue a Letter of Approval (**GL Sec. 15 (g)**)