

APN: (Not required
Per NRS 111.312.1)

When recorded, mail to

City Clerk
City of Sparks
PO BOX 857
Sparks NV 89432

DOC # 4173525

11/14/2012 01:21:28 PM

Requested By
SPARKS CITY

Washoe County Recorder

Kathryn L. Burke - Recorder

Fee: \$112.00 RPTT: \$0.00

Page 1 of 71



(Space above for recorder's use only)

NOTICE OF ADOPTION OF DEVELOPMENT PLAN

(NRS Chapter 278A)

Name of Development: Kiley Ranch North, Phase 4
Name of Plan: Kiley Ranch North, Phase 4, Development Handbook
City No. PCN12028
Date of Approval: November 13, 2012

NOTICE IS HEREBY GIVEN that on the above indicated date, the City Council of the City of Sparks, Nevada, gave final approval to the above described plan as the development plan for the above named development to include current Title 20 at the time of recording, whose legal description is attached as Exhibit A.

Pursuant to NRS 278A.570 (2) after this plan is recorded, all zoning and subdivision regulations applicable to the property described in Exhibit A cease to apply and are replaced with the plan attached as Exhibit B hereto.

Dated this 14 day of November, 2012

City of Sparks, Nevada

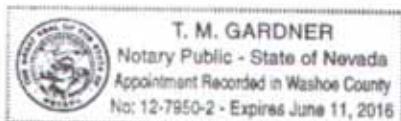
By Linda K. Patterson

Linda K. Patterson

City Clerk

State of Nevada)
)
County of Washoe) Acknowledgement in representative capacity
) (NRS 240.1665)

This instrument was acknowledged before me on November 14, 2012
By LINDA K. PATTERSON as the City Clerk of Sparks, Nevada



TMGardner
Notary Public

Table of Approvals and Amendments

City File #	Item Approved	Approval Date	Recorded in Official Records of Washoe County
PCN08020	Final Approval of Kiley Ranch North Phase 4 Handbook	07-28-08	3781602
PCN12028	Final Approval of Kiley Ranch North Phase 4 Handbook	11-13-12	

**LEGAL DESCRIPTION
FOR
APNs 083-023-25 & 083-023-29**

(APN 083-023-25)

All that certain real property situate within a portion of the West One-Half (W ½) of Section Ten (10) and within a portion of the Southeast One-Quarter (SE ¼) of Section Nine (9), Township Twenty (20) North, Range Twenty (20) East, Mount Diablo Meridian, City of Sparks, County of Washoe, State of Nevada, and being more particularly described as follows:

BEING Parcel 1 of Parcel Map No. 4924, recorded June 25, 2008 as File No. 3663347, in the Official Records of Washoe County, Nevada;

Containing 22.10 acres of land more or less.

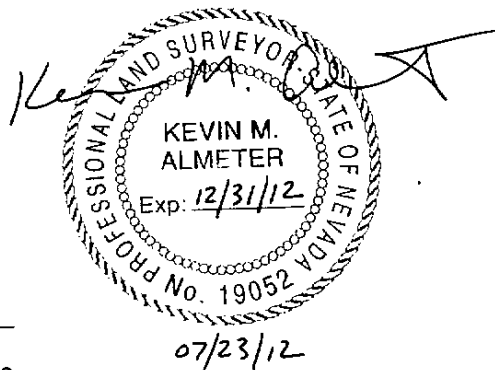
(APN 083-023-29)

All that certain real property situate within a portion of the Northwest One-Quarter (NW ¼) of Section Ten (10), Township Twenty (20) North, Range Twenty (20) East, Mount Diablo Meridian, City of Sparks, County of Washoe, State of Nevada, and being more particularly described as follows:

BEING Parcel G1 of Parcel Map No. 4925, recorded June 25, 2008 as File No. 3663348, in the Official Records of Washoe County, Nevada;

Containing 2.70 acres of land more or less.

Prepared by:
Wood Rodgers, Inc.
5440 Reno Corporate Dr.
Reno, NV 89511



Kevin M. Almeter, P.L.S.
Nevada Certificate No. 19052

Kiley Ranch North
Phase Four
Final
Development
Handbook

Prepared for:
City of Sparks, Nevada
431 Prater Way
Sparks, NV 89432

October 2012

City of Sparks, Nevada



Prepared by:



WOOD RODGERS
DEVELOPING INNOVATIVE DESIGN SOLUTIONS
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EXHIBITS

- Exhibit 1-1: Regional Location Map
- Exhibit 1-2: Northern Sparks Sphere of Influence Master Plan
- Exhibit 1-3: Site Context
- Exhibit 1-4A: Existing Kiley Ranch North Master Plan
- Exhibit 1-4b: Proposed Kiley Ranch North Master Plan
- Exhibit 1-5: Individual Project Approval Process
- Exhibit 2-2: Circulation Plan
- Exhibit 2-3: Highland Ranch Parkway Conceptual Detail
- Exhibit 2-4: Pyramid Way Landscape Concept 1
- Exhibit 2-5: Open Space, Trails and Parks Plan
- Exhibit 3-1: Conceptual Site Plan
- Exhibit 3-6: Parking Lot Design
- Exhibit 3-7: Service and Utility Area Design

TABLES

- Table 1-1: Master Plan Land Use Summary
- Table 2-1: Land Use Table

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1 INTRODUCTION AND IMPLEMENTATION

1.1 PURPOSE

The purpose of this Development Handbook is to provide for the orderly development of Kiley Ranch North as envisioned, while assuring that the stated desired level of quality is achieved. Since implementation of public and private improvements will occur in multiple phases, over many years, the standards and guidelines contained herein establish a common framework to guide individual improvement plans. The development of the property is controlled and restricted by these development requirements as well as by all applicable government codes and regulations. The Kiley Ranch North Design Review Committee (DRC) and the City of Sparks shall enforce all provisions and standards including the graphic and textual elements of this Development Handbook. This Development Handbook is not intended to limit creativity or prevent variation necessary to respond to unique site conditions, but rather to generate consistency and quality throughout Kiley Ranch North.

Improvement of public areas within Kiley Ranch North will be the responsibility of individual developers and/or the landowner unless assigned by agreement to other public or private parties. All improvements shall be designed consistent with these standards and guidelines. Maintenance of public areas within Kiley Ranch North, including streets, parks, community gateways and landscape buffers will be the responsibility of the Kiley Ranch Landscape Association, LLC or the City of Sparks, unless assigned by agreement to other public or private parties. Specific responsibilities for the improvement and maintenance of these areas are further addressed in Chapters Two and Three of this Development Handbook.

The Kiley Ranch North mission is to create a thoughtfully planned community that contains a harmonious balance of residential, recreational, and economic uses and provides high quality design standards and amenities for a rich and satisfying life style.





Kiley Ranch North is ideally located and positioned to be a self-sufficient community providing a regional commercial, business and employment center in concert with the City of Sparks vision for Kiley Ranch.



The variety of land uses within Kiley Ranch North promotes a vibrant community that attracts residents, business and visitors alike.



Kiley Ranch North aims to increase the economic base of the City of Sparks by targeting business and industry to locate within the development.



Kiley Ranch North fosters community interaction and pride by providing places for recreation and people gathering.

1.2 Community Vision

Kiley Ranch North is planned to become an emerging regional commercial and employment business center, situated at a strategic location within the City of Sparks. The Vision for the project is to create a place that is identifiably unique and regionally serving, an intensely suburban core harmoniously balanced with community activity amenities, employment, housing, recreation, and commercial uses. From this Vision, four Guiding Principles have been established to guide the development, growth and design of Kiley Ranch North. Each principle serves as a foundation for the Vision that will create a desirable and successful community.

1. Efficient Land Use Patterns.
2. Economic Sustainability.
3. A Distinct Sense of Place with People Gathering Places Built-in and Walkability.
4. Neighborhood Diversity: A New Urbanism/Suburban Eclectic.

1.2.1 Efficient Land Use Pattern

The integration and concentration of a variety of land uses creates a village structure within the greater community. This mixture of uses at varying levels of compatible densities and intensities creates a synergy that attracts residents, businesses and visitors. It also supports walkability within the community to commercial, recreational, employment, and public activities. Additionally, it also minimizes the consumption of land associated with traditional suburban development by encouraging and creating a more compact development pattern that is efficient for infrastructure, public services and maintenance.

1.2.2 Economic Sustainability

Kiley Ranch North encourages a live-work community by providing the land uses to support a jobs/housing balance within the development and marketing its resources intelligently by drawing reputable corporations, new and expanding firms, and identifying "target" industries that seek a prominent, quality business center development. By providing diverse choices in housing, commercial activity and recreational amenities, the quality and character of the development creates a thriving, self-sustaining and attractive community accessible to a wide range of residents and employers. The goal is to provide a net positive fiscal impact to the City of Sparks.

1.2.3 Sense of Place, People Gathering Places and Walkability

Place-making is one of the key components in creating a vibrant and balanced community. A sense of place is fostered within Kiley Ranch North by creating human-scale environments in which the individual can feel both comfortable and safe. The Kiley Ranch North Master Plan organizes movement by providing connectivity between various activity centers. Integration of people gathering places that contain aesthetically pleasing and attractive amenities help promote social interaction and walkability within the community.

1.2.4 Neighborhood Diversity: A New Urbanism/Suburban Eclectic

Kiley Ranch North provides for neighborhood diversity by allowing innovative residential dwelling design to support specific human interests and niches of different lifestyle and life stages. The variety of land uses creates a wide-ranging palette of housing styles that encourage creativity through controlled flexibility. The densities of these neighborhoods support surrounding business and commercial centers while adding to the vitality of the community. Furthermore, this diversity breaks up the monotony of traditional residential development by reinforcing the dynamics of character and identity within each of the neighborhoods.

1.2.5 Implementing the Vision

The vision for Kiley Ranch North will be carried out through the guidance provided by these four overarching principles. Its visual identity will be further defined and coordinated by the streetscape and landscape themes described in this handbook. Innovative use of materials, methods of construction and site planning proposed herein will also ensure the quality and character of the community as it develops over time. This Development Handbook will be used by the City of Sparks and the DRC as a guide for reviewing individual projects within Kiley Ranch North.





Orr Ditch

1.3 PROJECT DESCRIPTION

Kiley Ranch North is located within the Kiley Ranch in the Spanish Springs Valley (Refer to Exhibit 1-1, Regional Location Map). The conceptual master plan for the ranch property was approved by the City of Sparks and included in the adopted City of Sparks Sphere of Influence Plan (Refer to Exhibit 1-2, Northern Sparks Sphere of Influence Master Plan). The southern 743 acres of the ranch, known as the Southern Development Division, was annexed to the City of Sparks and is guided by a separate Development Design Handbook. The Southern Development Division of the ranch is comprised of multi-family, single family and commercial land uses.

The Northern Development Division, herein referred to as Kiley Ranch North, is comprised of approximately 834.5± acres, including portions of Pyramid Way, Sparks Boulevard and Highland Ranch Parkway, have previously been dedicated to the City of Sparks and NDOT. The remaining acres consist of a wide variety of uses including: commercial, office/business park, public/institutional, multi-family and single family residential, school/park, neighborhood park, and open space. The entire property will be zoned for agricultural (A-40) uses at the time of annexation and will require a zone change to New Urban District (NUD) as individual parcels are developed within Kiley Ranch North. The development will also provide a significant portion of the retail shopping needs for the regional area, including the City of Sparks to the south, Spanish Springs Valley and Palomino Valley to the north, and Sun Valley and Golden Valley to the west. The region to the west will have access to the project from Highland Ranch Parkway which connects Sun Valley Boulevard to Pyramid Way. Sparks Boulevard, which connects to Highland Ranch Parkway at Pyramid Way, provides circulation to the regions south and east of the project. To the north, Lazy Five Parkway provides a connection from Pyramid Way to areas northeast of the project.

Due to the project's significant regional location, it has a great opportunity to develop into a suburban core center for the northern Sparks area. The intensity of the project is maximized at the intersection of Sparks Boulevard and Pyramid Way and through the Pyramid Way corridor where most of the community's commercial and office/business park uses are located. This highly visible and well-traveled corridor is enhanced with the placement of a Village Center supported by an adjacent mix of quality high density residential apartments and townhomes. As the project develops toward the edges of the property, residential densities decrease, allowing compatibility with surrounding land uses. Kiley Ranch North will foster economic growth and excellence in development for the region, furthering innovation and creating great places to live, work and play.

EXHIBIT 1-1: REGIONAL LOCATION MAP

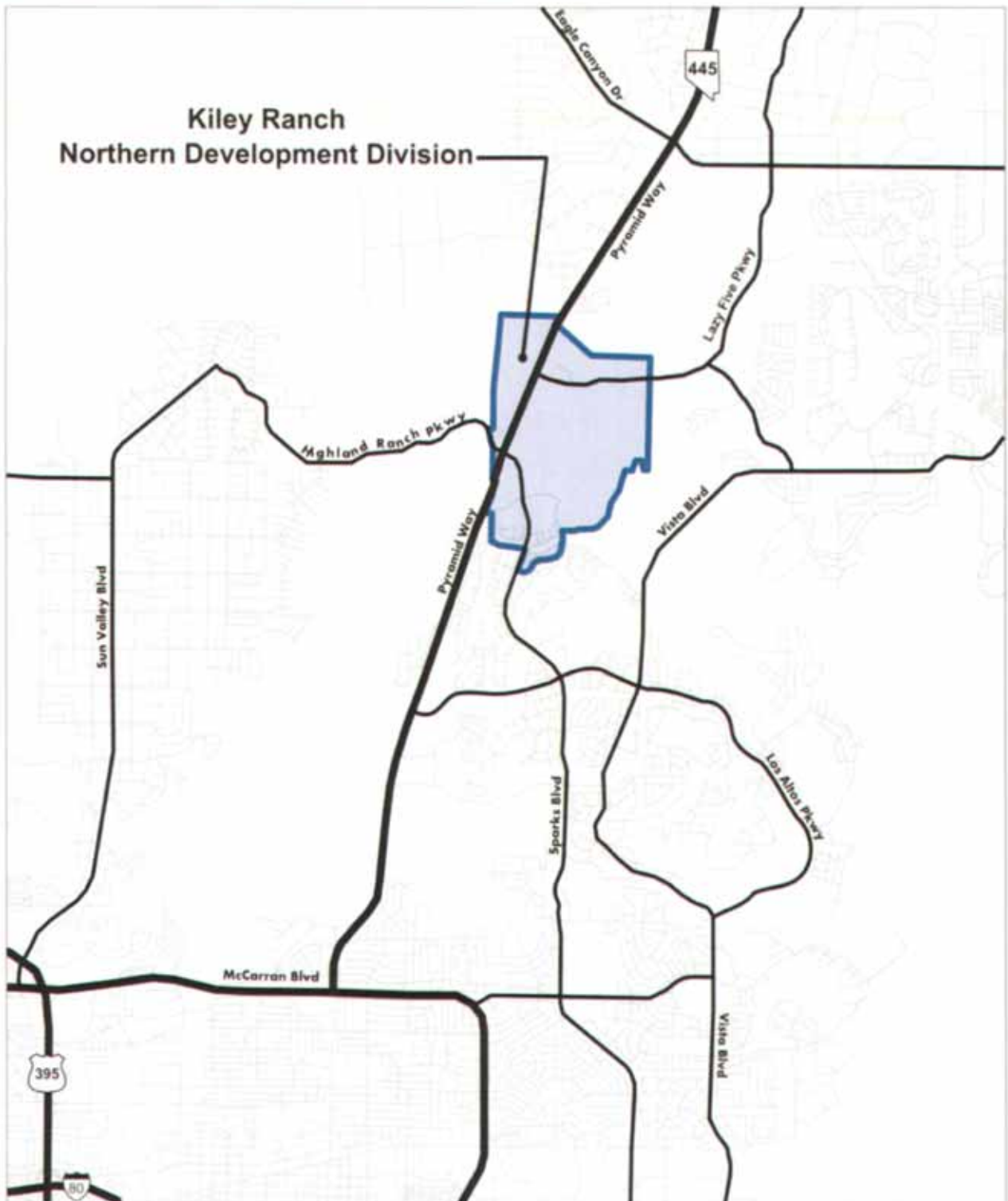
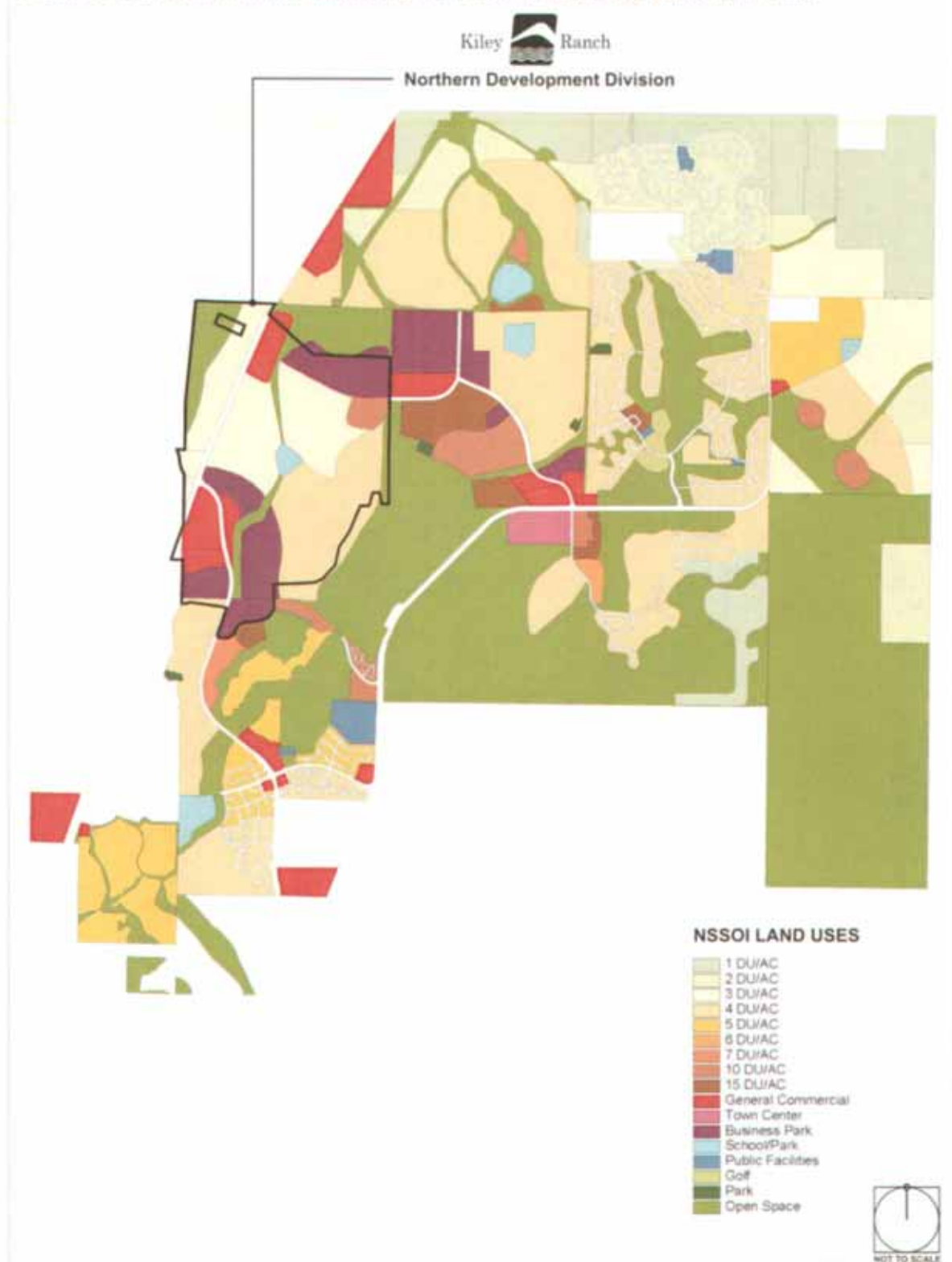


EXHIBIT 1-2: NORTHERN SPARKS SPHERE OF INFLUENCE MASTER PLAN



Kiley Ranch North is surrounded by open space, single-family residential communities and pockets of commercial and business park developments (Refer to Exhibit 1-3, Site Context). To the north, the Washoe County Parks Department operates a regional recreation facility and a library. On the west side of Pyramid Way near the northern edge of the property, a proposed low density residential planning area will be compatible with the adjacent residential development to the north and satisfies the Cooperative Planning Adjacency Standards of the Sparks Municipal Code. On the property's southern edge is the Kiley Ranch Southern Development Division which is currently under construction and will provide an edge of new residential development. East of the project is a proposed area set aside for wetland protection. Finally, on the western edge of the property are hillsides of open space that encompasses the Spanish Springs Valley. The proposed development near the western boundary of the project is restricted to land adjacent to Pyramid Way where the intensity of the corridor is complemented with arterial commercial uses and multi-family residential development.

Due to limited physical site constraints, Kiley Ranch North is favorable to development (Refer to Exhibit 1-3, Site Context). Portions of the project are within the east margin of the Hungry Range. This area has steep topography (10% slopes) and well-defined, incised channels. The eastern part of the project lies on the mid to lower portions of alluvial fans along the west side of Spanish Springs Valley. Channels are poorly defined with slopes mostly less than 3%. Runoff generally flows from west to east in the mountainous portion of the project, then from northwest to southeast after crossing Pyramid Way. It currently sheet flows into the existing jurisdictional wetlands and the City of Sparks flood detention area on the eastern edge of the plan area. The south portion of the site currently sheet flows north to south into the Sun Valley Diversion Channel. The Federal Emergency Management Agency (FEMA) has designated the project area as Zone X (outside the 500-year flood plain).

1.3.1 Kiley Ranch North Master Plan

The Kiley Ranch North Master Plan introduces an intense and diversified mix of land uses within the Northern Sparks Sphere of Influence (Refer to Exhibit 1-4, Kiley Ranch North Master Plan). Of the property's 834.5± acres, approximately 35 percent of the project is dedicated for residential development, 34 percent for commercial and business park uses and 22 percent for open space (15 percent dedicated to open space with an additional 7 percent in formally landscaped areas within non-residential development areas) and 4 percent for public facilities. The table on page 1-9 summarizes the project's land use components.

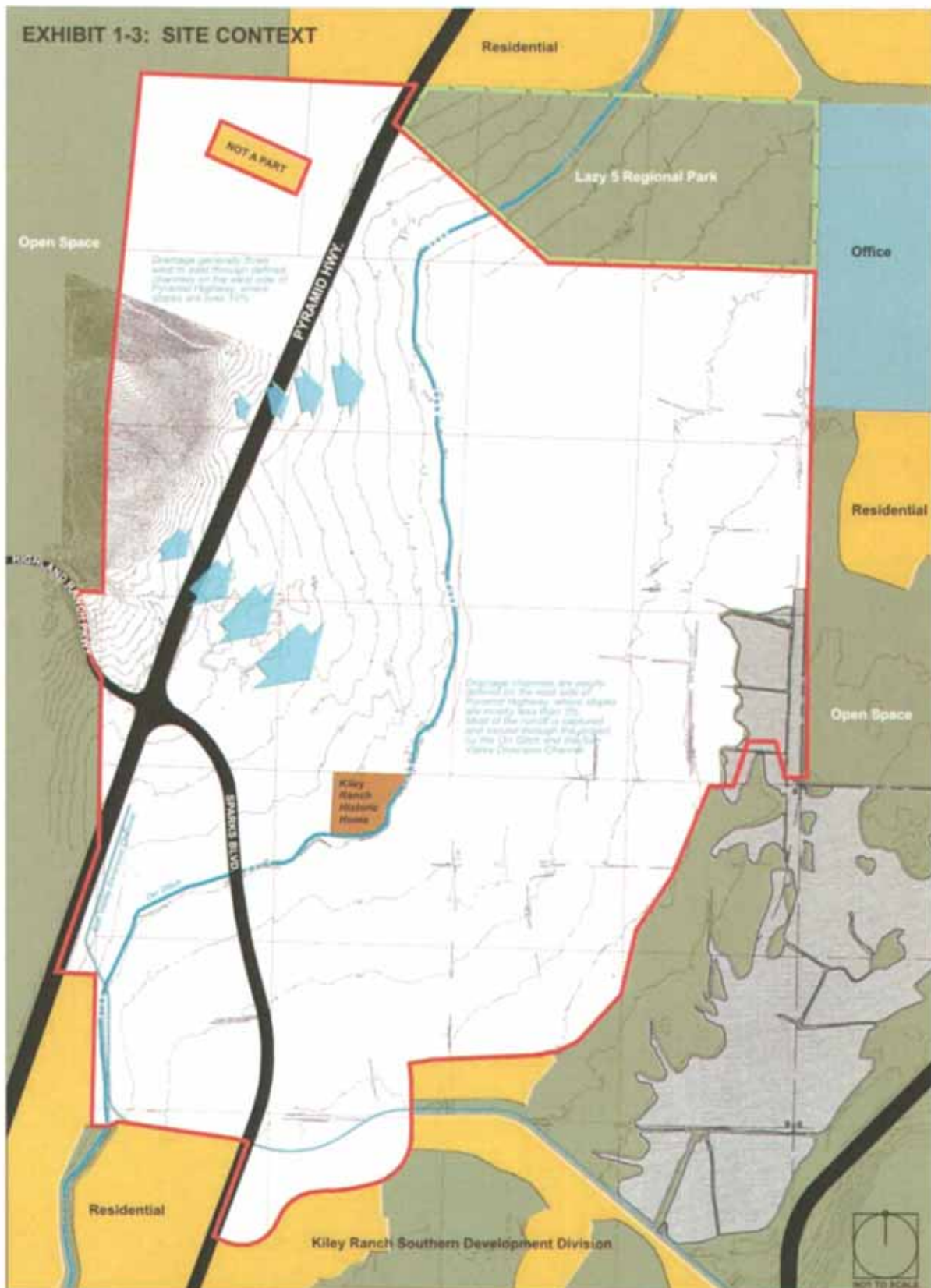


Table 1-1: Master Plan Land Use Summary

Land Use Designation			Gross Acres	Max. Density/FAR	Permitted Total Units	Approx. Allowable Sq. Ft.	Req. Open Space	Open Space Provided
RESIDENTIAL								
Low-Medium	5.0-7.9 du/acre	LMR	160.48	7.9 du/acre	1,268	-	-	-
Medium	6.0-11.9 su/acre	MR	58.03	11.9 du/acre	691	-	-	-
Medium-High	12.0-17.9 du/acre	MHR	31.95	19.7 du/acre	629	-	-	-
High	15.0-23.9 du/acre	HR	54.9	23.9 du/acre	1,312	-	-	-
Total Residential			305.36	-	3,900⁽¹⁾	-	-	-
NON-RESIDENTIAL								
COMMERCIAL								
Arterial Commercial	AC		33.17	0.4	-	577,954	15%	5.0
Community Commercial	CC		55.94	0.3	-	731,024	15%	8.4
Village Center	VC		27.8	0.9	82	1,089,871	20%	5.6
Neighborhood Commercial	NC		29.75	0.4	-	518,364	15%	4.5
Subtotal Commercial			146.66		-	2,917,213		23.5
OFFICE/BUSINESS PARK								
Business Park	BP		67.11	0.6	-	1,753,987	20%	13.4
Office/Business Park	OBP		59.44	0.6	-	1,553,524	20%	11.9
Subtotal Office/Business Park			126.55	-	-	3,307,511		25.3
PUBLIC FACILITIES								
Public/Institutional	PI		14.25	0.4	-	248,292	25%	3.6
School	S		22.73	0.3	-	297,036	20%	4.5
Subtotal Public Facilities			36.98	-	-	545,328		8.1
OPEN SPACE								
Neighborhood Parks	NP		7.77	-	-	-	-	7.77
Open Space	OS		118.01	-	-	-	-	118.01
Subtotal Open Space			125.78⁽³⁾	-	-	-	-	125.78
Total Non-Residential			435.97	-	-	6,770,052	-	182.7
Roadways ⁽²⁾			93.19	-	-	-	-	-
PROJECT TOTALS			834.52		3,982⁽¹⁾	6,770,052	166.9⁽³⁾	182.7

Notes:

1. The total number of residential units permitted by the Kiley Ranch North Tentative Handbook is 4,463. Densities for residential land uses may be adjusted to increase the number of residential units identified in the table above, but shall not exceed 4,463.
2. "Roadways" include all streets shown on the Land Use Plan on the following page.
3. In addition to the 125.78 acres of open space, formally landscaped areas within the commercial districts, which include landscape buffers, contribute approximately 56.9 acres to the overall formal and informal open space within Kiley Ranch North. Per SMC 20.18, a minimum 20% (166.9 acres) common open space is required.

EXHIBIT 1-4A: EXISTING KILEY RANCH NORTH MASTER PLAN

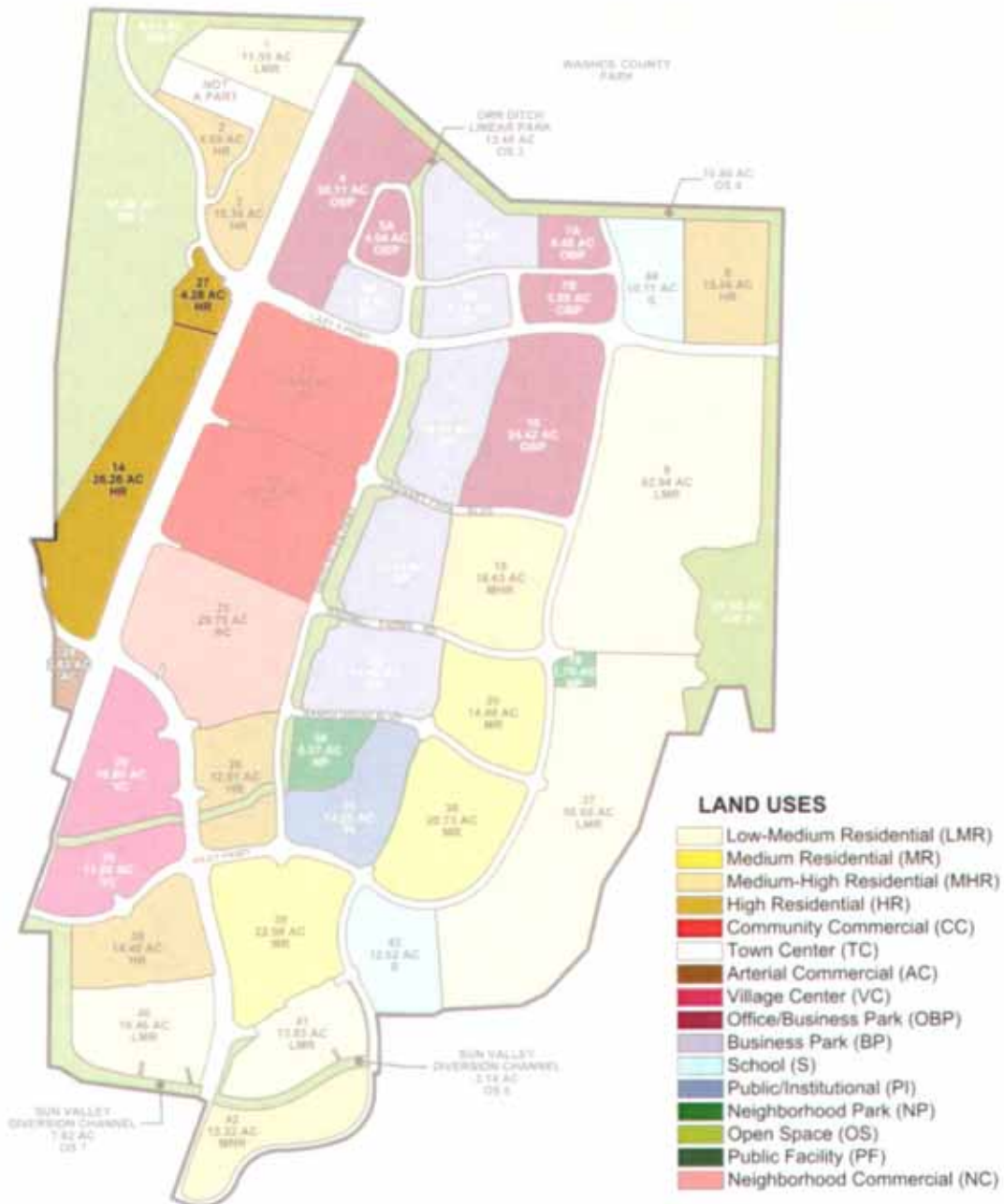
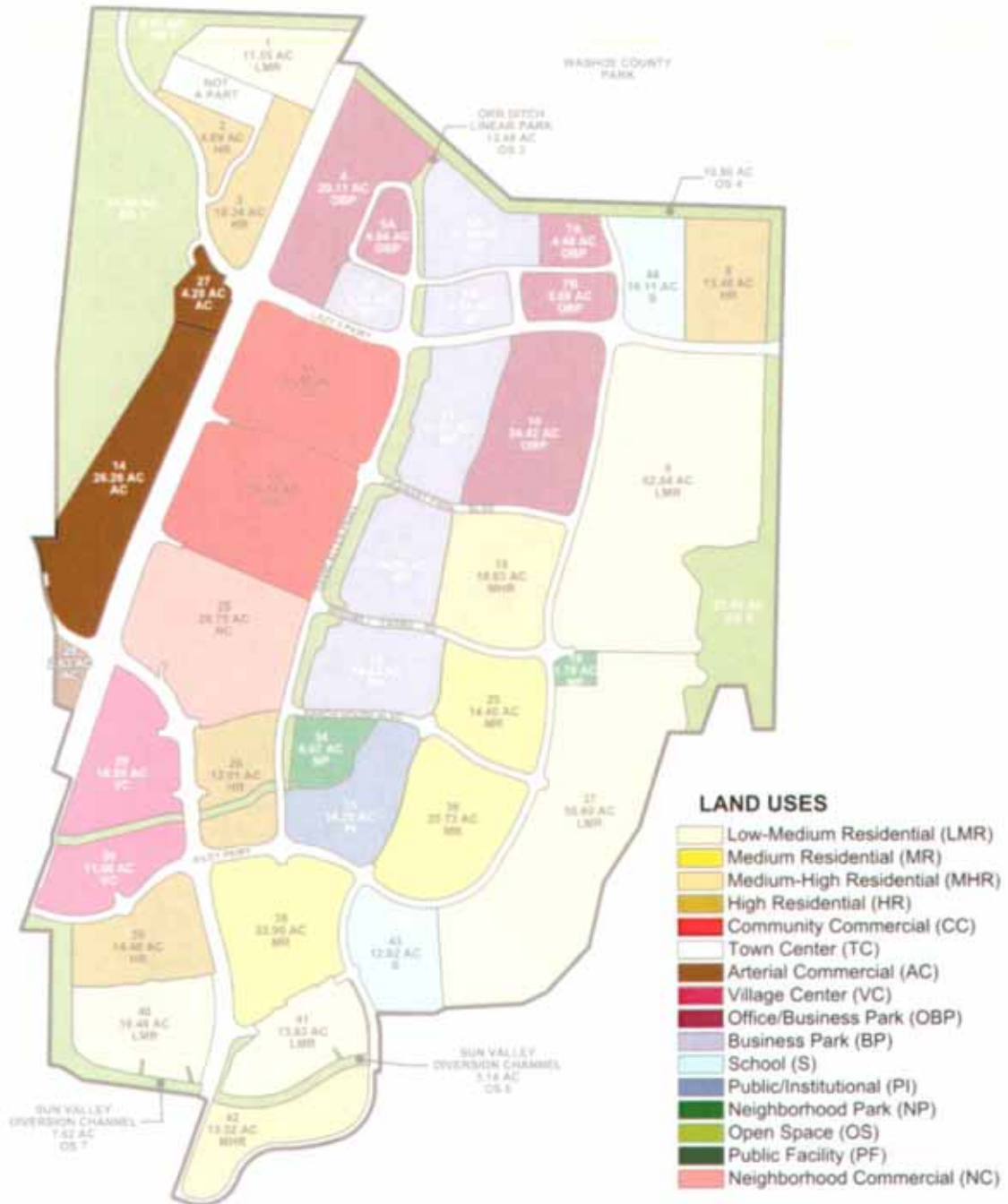


EXHIBIT 1-4B: PROPOSED KILEY RANCH NORTH MASTER PLAN



1.4 HANDBOOK APPROVAL PROCESS

1.4.1 Introduction

Section 1.4 sets forth the approval process for this Handbook (as defined below). Section 1.5 sets forth the approval process for Individual Projects (as defined below). A chart depicting the steps in the approval process both as to the Handbook and Individual Projects is shown in Exhibit 1-5.

1.4.2 General Provisions

This Kiley Ranch North Development Handbook (the "Handbook") describes in general terms when, where and how development will occur within the Kiley Ranch North Development Project ("Kiley Ranch North"). It provides sufficient specificity to establish a base qualitative standard (the "Development Standards") for all of Kiley Ranch North. It provides design parameters (the "Design Parameters") to which each Individual Project built within Kiley Ranch North will conform. It is intended to offer design flexibility while at the same time maintaining minimum standards. Chapter 2 of the Handbook contains standards and regulations relative to development, which establish the Development Standards for Kiley Ranch North. Chapter 3 contains standards and guidelines relative to design, which establish the Design Parameters for Kiley Ranch North.

1.4.3 Handbook Approval Process

This Handbook is being processed pursuant to the Planned (Unit) Development process set forth in NRS Chapter 278A and SMC Chapter 20.18. The Planned (Unit) Development process is intended to provide an expeditious method for processing a plan and to avoid the delay and uncertainty which would arise if it were necessary to secure approval by a multiplicity of local procedures, as well as the approval of a change in the zoning regulations otherwise applicable to the property. The Planned (Unit) Development process allows all of Kiley Ranch North to be planned and developed in a comprehensive and orderly fashion.

Approval of the Handbook shall occur in two stages:

TENTATIVE APPROVAL

First, the Handbook must be tentatively approved by the City of Sparks ("City") Planning Commission and City Council pursuant to NRS 278A.440 – 520 and SMC Chapter 20.18 (the "Tentative Approval"). The Tentative Handbook was adopted by City council on October 18, 2004

FINAL APPROVAL

Second, final approval of the Handbook, as that term is used in NRS 278A.530 and SMC Chapter 20.18 (the "Final Approval"), shall be obtained through the method set forth in Section 1.4.5 below.

Tentative Approval shall be obtained on the entirety of Kiley Ranch North. Final Approval, however, shall be obtained in one or more phases (each a "Phase"), each containing one or more Individual Projects. Market conditions will dictate to a large degree the timing of development within Kiley Ranch North. Hence, Kiley Ranch North is likely to be developed in multiple Phases over a period of several years.

For purposes of this Handbook, the applicant for Tentative Approval of this Handbook, representing the property owner of Kiley Ranch North, is referred to herein as the "Master Developer." The Master Developer is expected to be the entity who files the applications for Final Approval for each Phase. The portion of Kiley Ranch North included in any

particular Phase shall be determined by the Master Developer in its discretion, so long as no Phase is less than five acre. Upon Final Approval of any Phase, the Handbook shall be recorded against the property included within such Phase. Due to the fact that Kiley Ranch North will be developed in multiple Phases, Tentative Approval of this Handbook shall be coupled with a development agreement between the City and the Master Developer pursuant to NRS 278.0201-0207 and SMC Chapter 20.101 (the "Development Agreement"). The Development Agreement shall be recorded against the entirety of Kiley Ranch North, binding such property to the terms of this Handbook as tentatively approved.

1.4.4 Duration of Tentative Approval

Tentative Approval shall be revoked pursuant to NRS 278A.520 after one (1) year unless an application for Final Approval of the first phase of Kiley Ranch North is filed within such time period. Applications for Final Approval on subsequent Phases may be filed at such time(s) as market conditions dictate. Tentative Approval on the balance of Kiley Ranch North shall remain in effect until Final Approval is granted on the final Phase, so long as an application for Final Approval of a subsequent Phase is filed within five (5) years after Final Approval of the preceding Phase. In addition, prior to the expiration of a 5-year period in which an application for Final Approval has not been filed, the Master Developer may request a 5-year extension from the Planning Commission and the City Council. If the request is granted, the Master Developer shall have five (5) years from the date of City Council approval of the extension to file an application for Final Approval on a Phase.

1.4.5 Final Approval Process

As each Phase is ready for development, an application for Final Approval for that Phase shall be filed with the City. Final Approval Handbooks shall be limited to items specific to that particular phase of development. The City Staff shall make a determination whether the Phase is in substantial compliance with the Tentative Approval ("Substantial Compliance"). The Phase submitted for Final Approval is in Substantial Compliance if it does not:

- 1) Vary the proposed gross residential density or intensity of use;
- 2) Vary the proposed ratio of residential to non-residential use;
- 3) Involve a reduction of the area set aside for common open space or the substantial relocation of such area;
- 4) Substantially increase the floor area proposed for non-residential use; or
- 5) Substantially increase the total ground areas covered by buildings or involve a substantial change in the height of buildings.

If the Phase is in Substantial Compliance with the Tentative Approval, it shall be presented to the Planning Commission and City Council as a general business item for Final Approval. If the Phase reviewed is not in Substantial Compliance, the applicant may alter the Phase to make it in Substantial Compliance or may petition the City to review and approve the Phase anyway. Such petition would require a public hearing before the Planning Commission and City Council in accordance with NRS 278A.550.

After Final Approval of a Phase is granted, the Handbook shall be recorded against that portion of Kiley Ranch North included within such Phase. In conjunction with the Final Approval of a Phase, the Master Developer shall create a legal parcel(s) for the portion of Kiley Ranch North included in such Phase pursuant to all applicable laws governing the parcelization of land.

Final handbooks may be amended by the City of Sparks or the Master Developer pursuant to NRS 278A, following the procedural guidelines for this final approval process. An individual property owner may amend a final handbook for

only that portion of real property they own and at the sole discretion of the Master Developer or their designee or assignee.

1.4.6 Binding Effect of Handbook and Development Agreement

Pursuant to NRS 278A.520, NRS 278A.570 and the Development Agreement, the Handbook cannot be modified or otherwise impaired by the action of the City without the consent of the Master Developer and any required landowner, except as specified in NRS 278A.410. Similarly, pursuant to NRS 278.0201, as a result of the Development Agreement, the ordinances, resolutions or regulations applicable to Kiley Ranch North and governing the permitted uses of it, the density and standards for design, improvements and construction on it are those in effect at the time of development, as amended.

Hence, the Handbook and the Development Agreement are binding on the City and cannot be changed without the consent of the Master Developer. In the event that either (i) the City is required to consider a request under a discretionary approval process contained herein, or (ii) an application for Final Approval of a Phase is not in Substantial Compliance with Tentative Approval and a public hearing is held to approve such application, then the City's approval of such request or application may be conditioned on a modification to a provision in the Handbook outside the scope of such request or application only if the City finds that there exists a reasonable relationship between such modification and the request or application, such finding to specify how the modification is reasonably related to the request or application. Subject to the foregoing sentence, a Final Approval of one Phase shall not alter, modify or otherwise impair the Handbook as to the remaining Phases of Kiley Ranch North and shall only affect the Phase identified in the Final Approval. Furthermore, the City shall not allow amendments to this Handbook without the approval of master developer and landowner, as required.

1.4.7 Annexation and Rezoning

Prior to or in conjunction with Final Approval of any Phase, all property in such Phase shall be (or shall have been) annexed into the City and rezoned to new urban district ("NUD") zoning, in accordance with annexation and zoning procedures set forth in the Nevada Revised Statutes and the Sparks Municipal Code. At the discretion of the Master Developer, such annexation and rezoning may be done on the entirety of the Kiley Ranch North, on a single Phase or on any combination of Phases. Furthermore, pursuant to the waiver of statutory deadlines in the Development Agreement, annexation and rezoning may be done together or separately and at any time (a) in conjunction with Tentative Approval, (b) after Tentative Approval but preceding any application for Final Approval, or (c) in conjunction with any application for Final Approval. The Master Developer shall create a legal parcel(s) for the property being annexed and/or rezoned pursuant to all applicable laws governing the parcelization of land.

The standards set forth in the Final Approval of a Phase, as embodied in the NUD zoning classification and the Handbook shall, in accordance with NRS 278A.570, supersede any zoning and subdivision statutes that may otherwise apply. In case of a conflict, this Handbook and the terms of the Final Approval of any Phase shall control. When not addressed by this Handbook or the terms of a Final Approval, the provisions of the Sparks Municipal Code shall control.

1.5 INDIVIDUAL PROJECT APPROVAL PROCESS

1.5.1 General Provisions

Each Phase included in a Final Approval will be comprised of one or more commercial or residential projects (each an "Individual Project"). Prior to development of an Individual Project, such Individual Project shall be reviewed to determine that it meets and conforms with the standards and guidelines of the Handbook, following the plan review

approval process set forth in this Section 1.5. In addition, any Individual Project requiring a Special Use Permit (as identified in Table 2-1) must adhere to the normal City of Sparks Special Use Permit process; provided that the application for a Special Use Permit may be processed concurrently with the Final Approval of the Phase in which the Individual Project is located and/or the review process set forth in this Section 1.5, pursuant to the waiver of statutory deadlines in the Development Agreement.

A developer or builder of an Individual Project is referred to hereinafter as the “Project Applicant.” Prior to submitting any plan or entitlement for an Individual Project to the City for review and approval, a Project Applicant shall first obtain approval of the plans from the Kiley Ranch Design Review Committee (the “DRC”), pursuant to a review and certification process set forth in covenants and conditions recorded by the Master Developer that encumber the entirety of Kiley Ranch North (“Kiley Covenants”). After obtaining such certification, the plans shall be submitted to the City Plan Review Committee (the “Plan Review Committee”) to assure that each Individual Project meets or exceeds the Development Standards (see Chapter 2) and fits within the Design Parameters (see Chapter 3) established by this Handbook.

With regard to all determinations made by the administrator under this Section 1.5, the administrator may grant a deviation of up to twenty percent (20%) from the standards and guidelines in the Handbook without conducting a hearing, so long as such deviation will not impair the purpose of the Handbook (each a “Minor Deviation”); provided, however, that in no event shall a Minor Deviation be granted to change the maximum number of residential units or commercial square footage and/or open space acreage, or change or relocate tentatively-approved land use designations as shown on the Master Plan, as set forth on Exhibit 1-4 of this Handbook (provided that adjustments to the boundaries of such land use designations due to changes in the locations of streets dividing two such designations shall not constitute a relocation of a land use designation). In accordance with Section 20.70.020 of the Sparks Municipal Code, the administrator may grant minor deviations from requirements established for a zoning district without conducting a hearing if the applicant for a minor deviation obtains the written consent of the owner of any real property that would be affected by the proposed minor deviation. Minor deviations include, but are not limited to, adjustments of the location and/or dimensions of buildings, parking areas and internal roadways, providing such adjustments do not change any points of ingress or egress to the site, or exceed the approved density. Furthermore, whenever the administrator (in all the foregoing capacities), at any time in the approval processes set forth in Sections 1.4 or 1.5 of this Handbook, denies the request of a Project Applicant or grants its approval subject to conditions, the administrator shall state in writing with specific standards, guidelines or parameters with which the Individual Project fails to conform. If the Project Applicant does not accept the administrator’s conclusions or conditions, the Project Applicant may appeal the City’s decision to the Planning Commission, and thereafter to the City Council, pursuant to the general appeal rights in the Sparks Municipal Code (the “Appeal Rights”).

Approval of the plans for an Individual Project may be sought either after Final Approval of the Phase in which the Individual Project is located, or concurrently with the Final Approval process; provided, however, that in no event shall approval from the Plan Review Committee be completed prior to completion of the Final Approval process. In the event of any conflict between the plan review process set forth in this Handbook and any other review process used by the City, this Handbook shall control. Where this Handbook is silent on a particular approval procedure, the Sparks Municipal Code or other regulations governing development of land in effect at the time shall prevail.

1.5.2 Commercial Project Site Plan Review Approval

All new non-residential building construction requires approval by the DRC prior to submittal of building permit a Site Plan Review unless the non-residential construction has been authorized by a Special Use Permit as dictated by Table 2-

1, Land Use Matrix. The review process for Individual Commercial Projects consists of three distinct, but interrelated phases:

- 1) The first phase is the pre-application process. It is during this phase that a Project Applicant becomes familiar with the application requirements and obtains feedback on preliminary design ideas.
- 2) The second phase is the DRC review/certification process.
- 3) The third phase consists of the City's process for approving the site plan review, including a Special Use Permit approval, if applicable. Here the City will make its determination as to whether the Project meets and conforms to the standards set forth in this Handbook. The Plan Review Committee will be involved in the approval as outlined below.

It is incumbent upon the Project Applicant to become familiar with the City's review process and application requirements.

(Refer to Exhibit 1-5, Individual Project Approval Process, for schematic of process for project approval.)

PHASE I: PRE-APPLICATION PROCESS

Step 1: A Project Applicant contacts the DRC and City of Sparks' Community Development Department to clarify the requirements, standards and policies as identified in this Handbook and requests a pre-application conference.

Step 2: The Project Applicant submits to the DRC a preliminary site analysis, site plan, landscape concept, grading concept, and preliminary utility and infrastructure plan.

Step 3: The Project Applicant attends a pre-application conference first with the DRC and then with the City Staff. The Project Applicant obtains feedback from attendees and obtains the necessary application(s) and submittal requirements. At this time it shall be determined whether a Special Use Permit will be required for the Project.

PHASE II: DRC APPROVAL PROCESS

Step 4: Following the procedures set forth in the Kiley Covenants, the Project Applicant obtains certification of its plans ("Kiley Certification").

PHASE III: CITY OF SPARKS APPROVAL PROCESS

The final phase consists of the City of Sparks' approval process. The process outlined below is somewhat simplified for reference purposes. Project Applicants should familiarize themselves with all City requirements and timelines.

Step 5: A Project Applicant submits the Kiley Certification, required fee(s) and completed application(s) to the City (using the City of Sparks Application Checklist obtained from the City). The application is reviewed for completeness by City Staff and distributed to appropriate City departments and commenting agencies for comments.

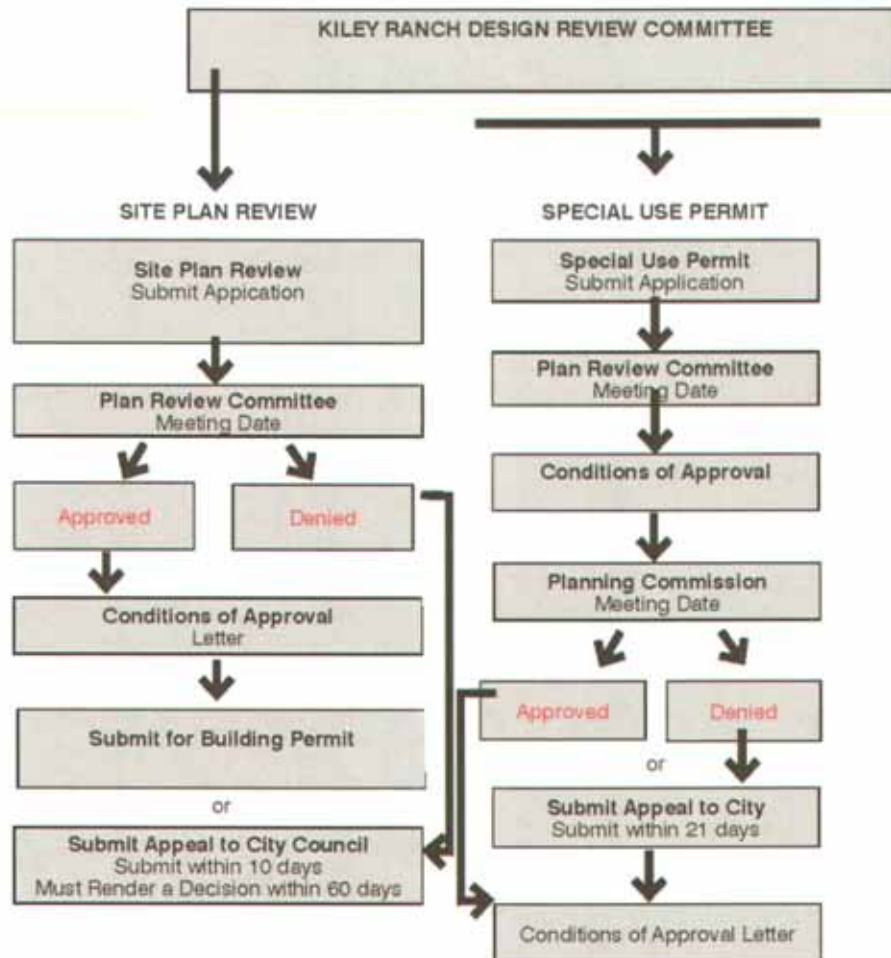
Step 6: The Project Applicant attends a Plan Review meeting(s) in which the Plan Review Committee will discuss the project's conformance with the Development Standards set forth in this Handbook. Following the Plan Review Meeting the Plan Review Committee will issue a conditional approval letter or denial letter.* The Project Applicant may exercise their appeal rights if they do not accept the Plan Review Committee's denial or conditional approval.

Step 7: If a special use permit is required, a Planning Commission public hearing is held to approve the Special Use Permit. If an appeal is filed, a public hearing is held before the City Council to approve the Special Use Permit.

*The City reserves the right to include as a condition of the Site Plan Review approval that an individual project's architecture be reviewed and approved by the Planning Commission as a General Business item prior to the issuance of a building permit for the individual project.

Step 8: Submit for Building Permit

EXHIBIT 1-5: INDIVIDUAL PROJECT APPROVAL PROCESS



1.5.3 Review and Permitting “Fast Track” Procedures for Target Industries

Some Individual Commercial Projects may qualify for the following special treatment (“Individual Target Industry Projects”):

Those target industries that are identified by the Economic Development Authority of Western Nevada (EDAWN) shall be encouraged to locate within the Kiley Ranch North Business Park. It is preferred that businesses with a dynamic, educated workforce base locate in the Kiley Ranch North Business Park. Certain target industries, as identified from time-to-time by EDAWN, shall be considered for special permitting procedures and “fast-tracking” to encourage these industries to locate in the Kiley Ranch North Business Park. The following “target” industries were identified by EDAWN: Biological Products; Automotive Stampings; Communications Equipment; Electronic Components; Analytical Instruments; Electromedical Equipment; Sporting and Athletic Goods; Radiotelephone Communications; Non-Deposit Trust Facility; Prepackaged Software; Information Retrieval; and Nonphysical Research (collectively, “Target Industries”).

A management level person will be selected by the City of Sparks as its “Project Facilitator.” This individual will be the only point of contact between the City and the particular Target Industry that has submitted a letter of intent to purchase or lease property in the Kiley Ranch North Business Park. The Project Facilitator will then be responsible for coordinating all activities between the City and the Target Industry. This could potentially include, without limitation, the following:

- Selecting a team of people from within the City to direct the Individual Target Industry Project through their representative departments or agencies. This team will be directly responsible to insure that all necessary communication and required actions are coordinated between their group and the Project Facilitator.
- Agendizing all necessary entitlement actions at the Planning Commission and City Council. This would include scheduling zoning hearings as soon as possible with the Planning Commission, and first and second readings of the zoning ordinance with the City Council as soon as possible thereafter, if necessary.
- Coordinating the Site Plan Review process and initial building permit submittals and reviews simultaneously with the zoning ordinance review and approval process, if possible.
- Tracking any necessary advanced grading or underground utility permits to insure a smooth transition from entitlements to construction.
- Acting as a resource to any and all consultants that may be working with the Target Industry to insure that the right information is produced and included with all submittals for entitlements and building permits, to avoid any unnecessary delays due to incomplete applications.

This commitment of resources is intended to give the Target Industry reasonable assurances that their timeliness for development and operation can be met.

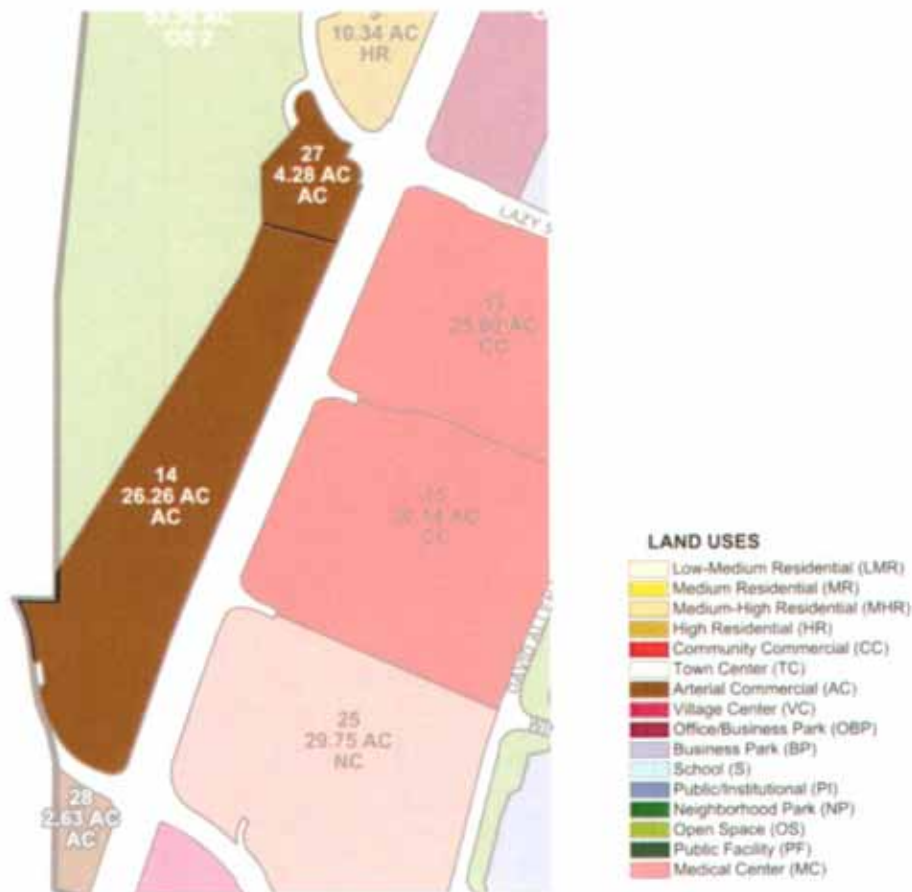
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2 DEVELOPMENT STANDARDS

2.1 PURPOSE & COMPLIANCE

The purpose of Chapter Two is to set regulatory requirements for the various land uses located within this phase of development. These requirements include standards for land use, density/intensity, walls, signs, parking, lighting, and landscaping. In addition, standards for the design of rights-of-way, landscape buffers, trails, parks, and entries are also addressed. All development shall comply with the text, policies, standards, and associated tables and exhibits of this Development Handbook. Where a conflict exists between these development standards and the City of Sparks Municipal Code the standards contained herein shall apply. Where this Development Handbook remains silent, the provisions and definitions within the City of Sparks Municipal Code and Subdivision Regulations shall apply.

Kiley Ranch Southern Development Division – Phase 4



Retail Commercial Service Areas

Area	Land Use	Gross Acres
14	Arterial Commercial	26.26
27	Arterial Commercial	4.28
	AC Total	32.28

2.2 LAND USE DEVELOPMENT STANDARDS**2.2.1 Arterial Commercial Service****2.2.1.1 Description**

The purpose of the commercial land use designations in Kiley Ranch North is to provide general commercial and service uses adjacent to Pyramid Way. These uses will serve the adjoining residential and office uses, as well as providing for the commercial demand of the greater Spanish Springs Valley.

Retail Commercial Service uses provide four general types of commercial categories: Community Commercial, Neighborhood Commercial, Arterial Commercial, and Village Center Commercial. The categories vary in size, locational preference and goods and services provided. Combined retail commercial service uses provide a regional commercial center that serves a "region-wide" population base. Arterial Commercial is dependent upon highly accessible site locations, where it can easily provide services often found in corner or convenience centers. These uses do not require an anchor store to viably function.

2.2.1.2 Land Use

Permitted uses and those uses requiring a Special Use Permit are contained in Table 2-1, Permitted Uses, in Section 2.2.2.

2.2.1.3 Setbacks and Density/Intensity Requirements

TYPE	ARTERIAL COMMUNITY (AC)
DESCRIPTION	This commercial type provides for small retail services that are convenient and easily accessible for both regional and local residents. Generally located on corners, typical uses include gas/service stations, dry cleaners, liquor stores, donut shops, and fast food.
BUILDING INTENSITY	
Building Coverage ¹	25% max.
Building Height ¹	45 ft. max. ³
Building Separation	Separation to be determined by the DRC construction requirements, and the City of Sparks.
LANDSCAPING	
Landscape Requirement	Min. 15% of Site Area ¹
BUILDING SETBACKS FROM PROPERTY LINE⁵	
Pyramid Way	10 ft. min.
Sparks Boulevard	N/A
Highland Ranch Parkway	15 ft. min.
Kiley Parkway	N/A
Lazy 5 Parkway	10 ft. min.
David Allen Pkwy.	N/A
Collector Roads	10 ft. min.
Internal Private Roads	10 ft. min.
Property Line ⁴	10 ft. min.
BUILDING PROJECTIONS	See item 2 & 3 below
1 – Definitions: a) Building Coverage - is defined as the ratio between the ground floor area of enclosed buildings and the net area of the site, expressed in a percent form. b) Building Height – is the vertical distance from the average level of the highest and lowest points of that portion of the lot covered by the building to the average height of the highest gable of a pitched or hipped roof. c) Building Separation - is the distance between two habitable structures. d) Site Area - is a parcel or combination of parcels or lots which share a common development plan or which are dependent upon one another for access, parking or utilities. 2 – Cornices, overhangs and eaves may extend not more than three (3) feet into any required, side or rear setback. Decks, balconies and landings above the ground floor elevation of a building, exterior stairways, and portions of uncovered decks or porches may extend not more than two (2) feet into any required front, side or rear setback. 3 – Building projections such as towers, gables, spires, cupolas, and like structures, may extend five (5) feet above the allowed maximum building height. All mechanical equipment must be screened from view at the street level and the parking lot. Projections, including awnings and decorative features, must have an eight (8) foot high clearance above pedestrian walkways. 4 – The property line is defined as the perimeter boundary (right-of-way or exterior property line) of the commercial developer's property. 5 – The setbacks include any applicable landscape buffers.	

2.2.1.4 Walls and Fences

- a) Walls and fences within Kiley Ranch North shall comply with the following standards as well as the regulations contained within Sections 20.37.020.B and 20.37.020.D of the Sparks Municipal Code. Where a conflict exists between these development standards and the City of Sparks Municipal Code, the standards contained herein shall apply.
- b) Screen walls shall be used to screen service, loading, trash and/or utility areas where they abut adjacent public rights-of-way, pedestrian plazas, parking lots, or adjacent non-compatible uses.
- c) Screen walls shall be a minimum of six feet in height, but not more than eight feet high and shall incorporate landscape. Refer to Section 3.2.1.7.
- d) Refer to Section 3.2.1.7 for design guidelines and standards related to the screening of walls with landscape.
- e) Barbed wire, plain exposed concrete block, and chain link are prohibited except in special cases deemed appropriate by the DRC and the City of Sparks.
- f) Chain link may be used during construction on a temporary basis at construction sites.

2.2.1.5 Signs

- a) In addition to the following standards, signs within Kiley Ranch North shall comply with the regulations governing signs contained within Chapter 20.56 of the Sparks Municipal Code. Where a conflict exists between these development standards and the City of Sparks Municipal Code, the standards contained herein shall apply.
- b) Building and free standing and monument signs are permitted in accordance with SMC 20.56 for C2 zoning districts.
- c) These standards may be modified by the developer if unique qualities and standards are required by tenants with particular requirements or identity programs. In this case, a master sign program for each development parcel/center where the number, types and location of signs are best determined by the unique needs of the property owners or tenants, may be submitted to the City of Sparks and the Kiley Ranch Design Review Committee (DRC) for review. The master sign program shall establish the style and type of sign for the entire development parcel/center so the signs are consistent throughout the project. For new development, signs shall be reviewed through the site plan review process. Remodel of an existing tenant space shall be submitted for a sign permit through the City of Sparks. All tenants signs must be approved by the City of Sparks and the DRC.
- d) Refer to Section 3.2.1.6 for design standards and guidelines related to signs.

2.2.1.6 Parking

The following parking requirements are maximums for the following typical Retail Commercial Service uses. Joint-use parking should be considered within each planning area at Site Plan Review. All other general parking requirements and minimum number of spaces required shall comply with the Sparks Municipal Code as specified in Chapter 20.49. Refer to Chapter Three for design standards and guidelines addressing parking design and layout.

RETAIL USES

- General Retail/Commercial - 1 space/200 sq. ft. of gross floor area (GFA)
 - 1 space/1,000 sq. ft. of GFA (for lumber yards/ancillary storage uses)
- Personal Service - 1 space/150 sq. ft. of GFA
- Health Club/Recreation Facility - 1 space/150 sq. ft. of GFA

RESTAURANTS

- High Volume (fast food) - 13 spaces/1,000 sq. ft. of GFA
- Low Volume (sit down) - 10 spaces/1,000 sq. ft. of GFA

SERVICE/OFFICE USES

- Financial Institutions - 1 space/250 sq. ft. of GFA
- General/Professional Offices - 1 space/225 sq. ft. of GFA
- Medical Office - 1 space/180 sq. ft. of GFA
- Childcare Facility - 1 space/staff member + 1 drop-off space/6 children

ENTERTAINMENT

- Movie Theaters - 1 space/3 seats

2.2.1.7 Lighting

- a) Any light source over ten (10) feet high shall incorporate a cut-off shield to confine illumination to the site and protect adjacent properties from glare.
- b) Exterior lights shall not blink, flash or change intensity. String lights, building or roofline tube lighting, reflective or luminescent wall surfaces are prohibited unless approved by the DRC and the City of Sparks. Unexposed low level accent lighting however, is permitted.
- c) All sources of light shall be concealed and directed downward. Parking lot, walkway and area lighting shall be directed downward with no light spilling off-site. The light source shall be kept as low to the ground as possible while ensuring safe and functional levels of illumination.
- d) Light poles and fixtures within each commercial project shall be approved by the Kiley Ranch DRC and the City of Sparks.
- e) A master lighting program for each development parcel/center where the number, types and location of lighting is best determined by the unique needs of the property owners or tenants shall be submitted to the City of Sparks and the Kiley Ranch Design Review Committee (DRC) for review. The master lighting program shall establish the style and type of light for the entire development parcel/center so the light poles and fixtures are consistent throughout the project.
- f) Lighting within Kiley Ranch North shall comply with the regulations governing lighting contained within the Sparks Municipal Code. Where a conflict exists between these development standards and the City of Sparks Municipal Code the standards contained herein shall apply.

- g) Refer to Section 3.2.1.5 for design standards and guidelines related to lighting in commercial and office/business park areas.

2.2.1.8 Landscape

- a) The minimum number of trees to be planted in the required landscape area shall be one tree per 500 square feet of required landscaped area. Parking lot trees are in addition to this requirement.
- b) For parking lots under 125 parking spaces, a minimum of one shade tree for every six (6) parking spaces shall be provided. For parking lots over 125 spaces, a minimum of one shade tree for every ten (10) parking spaces shall be provided. Refer to Sections 3.2.1.3 and 3.2.1.4 for design standards and guidelines related to landscaping.
- c) Landscaping within Kiley Ranch North shall comply with the regulations governing landscaping contained within Chapter 20.32 of the Sparks Municipal Code. Where a conflict exists between these development standards and the City of Sparks Municipal Code, the standards contained herein shall apply.

2.2.1.9 Service, Trash and Utility Areas

- a) Trash and storage areas shall be screened and gated. Trash enclosures shall be finished using materials that complement the development architecture and shall be screened with landscaping on three sides. Refer to Exhibit 3-7, Service, Trash and Utility Area Design Standards. Gates shall be constructed of visually pleasing durable materials that visually screen the dumpster. Trash collection areas shall be approved by disposal services, DRC and the City of Sparks.
- b) Service, trash and storage areas shall be incorporated into the overall design of the site and building so that the visual and acoustic impacts of these functions are fully contained and out of view from adjacent properties and public streets. Walls used to screen these areas shall have a minimum five (5) foot wide landscaped area located in front.
- c) Exterior onsite utilities, including sewer, gas, water, electric, telephone and communications equipment must be installed underground. Transformers and other utility equipment that must be above ground shall be screened with landscaping and incorporated into the streetscape to the approval of the utility company and the City of Sparks.
- d) Rooftop equipment on buildings shall be shielded from the view from parking lots and public streets. Screening will be compatible with the design, form, material and color of the building. All rooftop equipment shall be organized into major groups to the greatest extent possible. It is the intent to screen groupings of equipment with a single architectural massing made of durable materials incorporated into the building design. Lattice work will not be permitted.
- e) Refer to Section 3.2.1.7 and 3.2.1.8 for specific standards.

2.2.2 Permitted and Conditional Land Uses

Permitted uses, uses requiring a special use permit, and prohibited uses within the development plan, are provided in the following Land Use table. These uses not specifically listed below are subject to review based on the consistency with purpose and intent of the land use designation and development plan of chapter 2 of these development standards. The DRC and City of Sparks shall determine appropriateness of uses not specifically outlined below.

TABLE 2-1: Land UsePermitted Uses:

- Accessory uses and structures, located on the same site as a permitted use
- Animal Clinics
- Athletic/health club and gymnasium
- Banks and financial institutions (can include drive thru)
- Bar/lounge
- Car wash
- Childcare centers
- Convenience Stores
- Drive thru businesses
- Drugstores/pharmacies
- Dry cleaner
- Fast food restaurant (including drive thru)
- Gas station (can include convenience store)
- General retail sales
- Hardware/home improvement stores (including garden centers)
- Hotel/motel (less than 200 rooms)
- Personal services
- Professional and Medical Office
- Public utility structures
- Restaurants
- Service stations and auto repair facilities
- Uses operating between 11 pm and 6 am

Uses requiring a Special Use Permit:

- Church
- Entertainment venues (i.e. family fun centers, bowling alley, movie theater, etc.)
- Mini-storage/RV storage
- Mortuaries
- Outdoor sales and service
- Schools
- Wholesale stores (no shipping)

2.3 STREETSCAPE DEVELOPMENT STANDARDS

2.3.1 Circulation Plan

Kiley Ranch North project circulation is handled through a hierarchy of arterials and collectors that define the structure of the community. The circulation plan is significant to the region because it encompasses the intersection of Sparks Boulevard and Pyramid Way. For the purposes of applying design standards and guidelines, the major roadways of the master plan are assumed to have the following classification:

Pyramid Way	Arterial Highway
Sparks Boulevard	Arterial
Highland Ranch Parkway	Arterial
David Allen Parkway	Arterial
Lazy 5 Parkway	Arterial
Kiley Parkway	Collector
Other Collector Roads	Collector

The Master Developer will set aside 39 feet of land on the East side of Pyramid Way adjacent to the existing 150 foot ROW, and 18 feet of land on the West side of Pyramid Way adjacent to the 150 foot ROW. The additional land has been set aside so that RTC can, by means of a dedication map, and subject to CCFEA reimbursement to the Master Developer, increase the ROW to 114 feet from center line of Pyramid Way to the East ROW line, and increase to 93 feet from the center line of Pyramid Way to the West ROW line for a total ROW width of 207 feet. This set aside land for a proposed interchange at the Lazy 5 and Pyramid Way intersection, and the Highland Ranch Parkway and Pyramid Way intersection. The land for the proposed interchanges shall be set aside so the RTC can, by means of a dedication map and subject to CCFEA reimbursement to the Master Developer, reserve that the land for future Pyramid Way road and interchange improvements. Refer to Exhibit 2-3, Pyramid Way Landscape Concept, for detailed section.

2.3.1.1 Roadway Design

Development of roads within Kiley Ranch North will generally conform to the circulation plan as shown in Exhibit 2-2, Circulation Plan. Exact alignments may vary depending on site specific conditions relevant to the individual development parcels. Plans and sections are provided to illustrate the location and hierarchy of roadways and sidewalk/trails. The intent of the roadway system is to provide regional circulation and access to all parcels from the surrounding areas. The plan utilizes curvilinear alignments and landscaped rights-of-way to establish an overall natural setting. Pedestrian and bicycle trails are designed to be separate from vehicular traffic and will link the neighboring uses and communities to the Kiley Ranch North development.

All roadways shall be constructed to the City of Sparks standards and in accordance with the conceptual cross sections for roadways affected by this final handbook presented in Exhibits 2-3 through 2-4. The five Regional Transportation Commission (RTC) roadways: Sparks Boulevard, Highland Ranch Parkway, Kiley Parkway, David Allen Parkway, and Lazy 5 Parkway, shall be constructed to RTC and City of Sparks standards. Pyramid Way shall be constructed to the Nevada Department of Transportation (NDOT) standards.

Landscaping within the rights-of-way, landscape buffers and medians are designed to enhance and beautify the street corridors along the roadways of Kiley Ranch North. Typical landscape designs for each roadway classification has been incorporated into Section 2.3.2, Streetscape Landscape. Kiley Ranch North will utilize roundabouts at key locations

within the community, subject to approval by the City of Sparks. Landscaping and lighting of roundabouts shall be approved by Kiley Ranch DRC and City of Sparks.

2.3.1.2 Access Standards

No specific layouts or users were identified for any of the planning areas at the time the Kiley Ranch North Tentative Development Handbook was approved. RTC access management standards and the City of Sparks Public Works design standards shall be used to direct and determine the design of access and internal circulation plans for owners or users at the time of an individual project is proposed. Accesses and layouts will be reviewed and approved by the Kiley Ranch North Design Review Committee (DRC) and the City of Sparks. The access from Highland Ranch Parkway will be allowed pending approval of a traffic analysis and approval of civil engineering improvement plans by the City of Sparks.

2.3.2 Streetscape Landscape

The arterial and collector streets of Kiley Ranch North have been designed to promote a feeling of openness throughout the development. Each of these streets are adjacent to a landscape buffer between 10 feet to 50 feet on each side of the right-of-way, related to its classification and traffic volume. All landscaping within Kiley Ranch North shall be provided in accordance with the City of Sparks Municipal Code unless stricter requirements are identified in this Development Handbook. Landscape design for development projects will be reviewed and approved by the Kiley Ranch North Design Review Committee (DRC) and the City of Sparks.

CONSTRUCTION

Sidewalks and landscaping (on the roadway side of the sidewalk) are to be installed with the construction of the adjacent roadway. This applies to landscaping within the rights-of-way and landscape buffers along Sparks Boulevard, Highland Ranch Parkway, Kiley Parkway, Lazy Five Parkway, David Allen Parkway (except the side that is adjacent to the Orr Ditch Linear Park), and collector roads. Landscape within the landscape buffers on the development side of the sidewalk will be installed with the initial development of the adjacent property by the developer. Medians within Sparks Boulevard, Highland Ranch Parkway, Kiley Parkway, Lazy Five Parkway, and David Allen Parkway will be installed and landscaped with the construction of the roadway. Refer to Exhibits 2-3 and 2-4 for sections and plans that are applicable to this final handbook.

MAINTENANCE

Landscaping located within the right-of-way shall be maintained by the Kiley Ranch Landscape Association, LLC, their designees or assigns. Additionally, landscape located between the back of sidewalk and back of curb for the street shall be maintained by Kiley Ranch Landscape Association, LLC, their designees or assigns. Any landscaping in the landscape buffer behind the back of sidewalk and/or internal to a development parcel shall be maintained by the property owner.

EXHIBIT 2-2: CIRCULATION PLAN

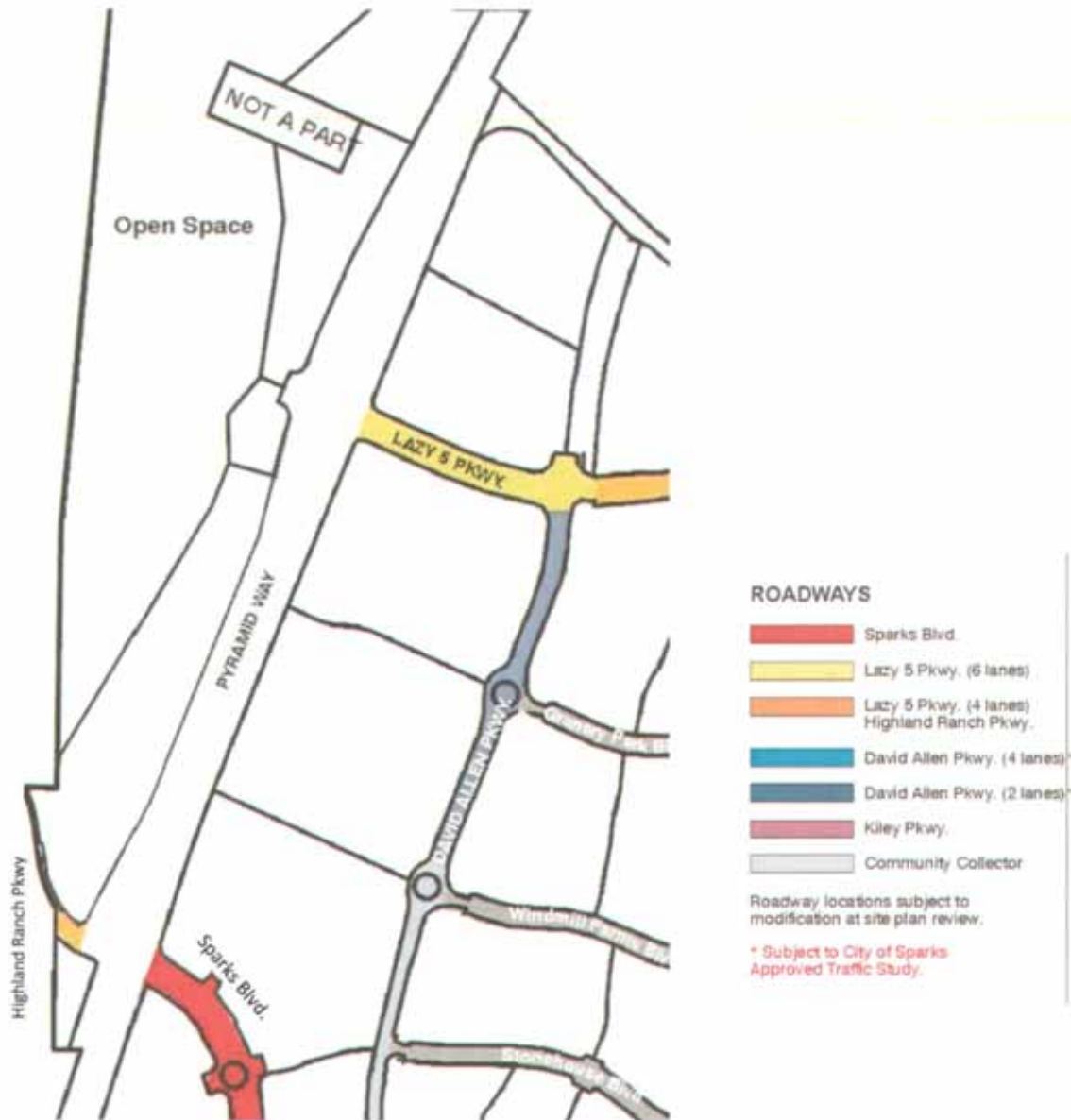
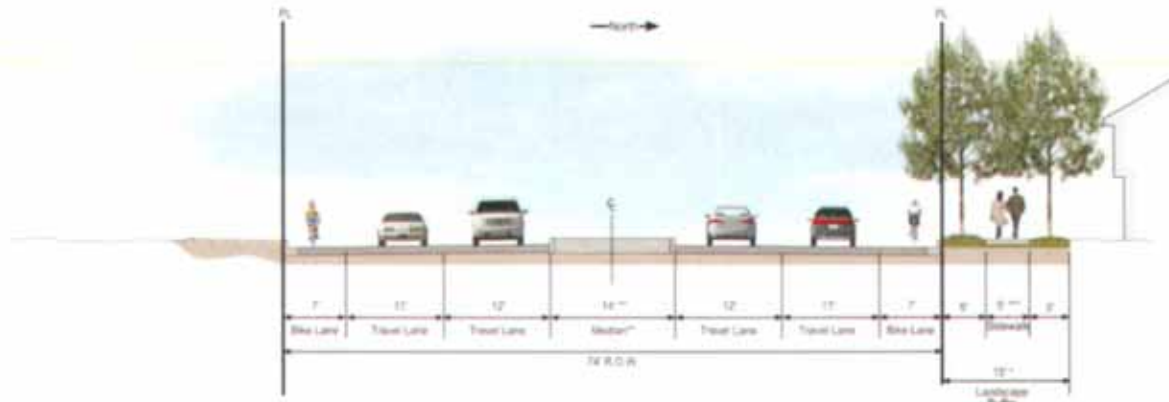


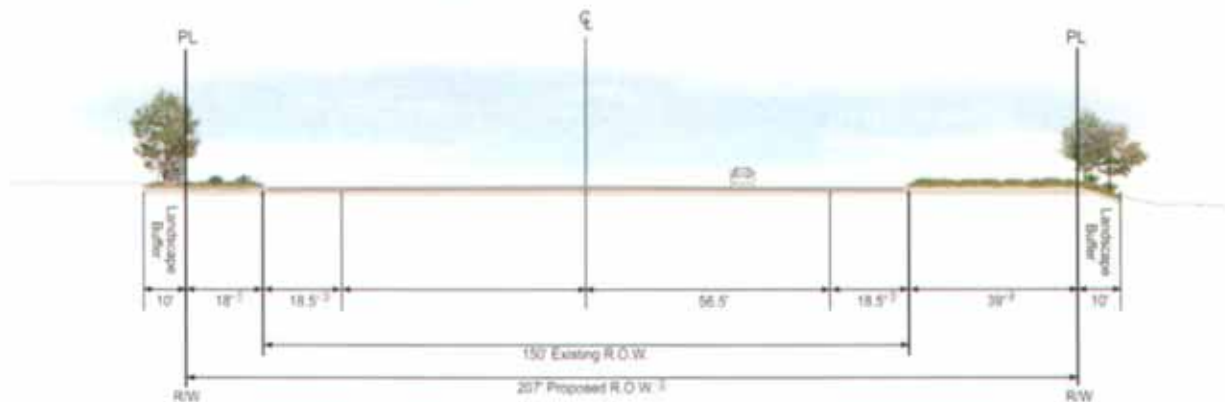
EXHIBIT 2-3: HIGHLAND RANCH PARKWAY CONCEPT DETAIL (Pyramid Way to Eastern Project Boundary)



NOTES

- * Sidewalk and landscape on roadway side of sidewalk to be installed with construction of roadway. Landscape on development side of sidewalk will be installed with initial development of the adjacent property. Refer to section 2.3.2 for additional criteria.
- ** If required by the Administrator, entire median to be constructed with the construction of the initial roadway.
- *** If required by the Administrator, private sidewalk provided within pedestrian access easement.
- Road sections are conceptual in nature and are subject to modifications by the Master Developer, their designee or assignee to the approval of the Administrator; exact design is dependent on specific site conditions.

EXHIBIT 2-4: PYRAMID LAKE LANDSCAPE CONCEPT 1 (Between Sparks Blvd. and Lazy Five Parkway)



Notes:

1. Additional 18 foot ROW dedicated to City of Sparks subject to CCFEA compensation.
2. The Master Developer will set aside 39 feet of land on the East side of Pyramid Way adjacent to the existing 150 foot ROW, and 18 feet of land on the West side of Pyramid Way adjacent to the 150 foot ROW. The additional land has been set aside so that RTC can, by means of a dedicated map, and subject to CCFEA reimbursement to the Master Developer, increase the ROW to 114 feet from center line of Pyramid Way to East ROW line, and increase to 93 feet from the center line of Pyramid Way to the West ROW line for a total ROW width of 207 feet. This set aside widening to 207 feet occurs between Sparks Boulevard and Lazy 5 Parkway.
3. Road widening may be necessary based on traffic requirements and subject to final design approval.
4. Additional 39 foot ROW dedicated to the City of Sparks subject to CCFEA compensation. The Master Developer shall also set aside land for a proposed interchange at the Lazy 5 and Pyramid Way intersection. The land for the proposed interchange shall be set aside so that RTC can, by means of a dedication map, and subject to CCFEA reimbursement to the Master Developer, reserve the land for future Pyramid Way road and interchange improvements.

NOTE: Road sections are conceptual in nature and are subject to modifications by the Master Developer, their designee or assignee to the approval of the Administrator; exact design is dependent on specific site conditions.

The City of Sparks shall be responsible for the maintenance and liability of all sidewalks/trails within the public right-of-way or within other easement areas dedicated for public use. A public access easement shall be granted to the City of Sparks for all sidewalks/trails located outside the right-of-way. An access easement shall be granted to the Kiley Ranch Landscape Association, LLC for all landscape areas within the right-of-way.

The design standards for the Pyramid Way right-of-way are governed by the Nevada Department of Transportation (NDOT). The standards contained in this Development Handbook regarding the landscape and lighting within the Pyramid Way right-of-way are conceptual only.

GENERAL REQUIREMENTS AND DEFINITIONS:

- a) Evergreen trees shall be a minimum of 6' in height.
- b) Deciduous trees shall be a minimum 2 inch caliper.
- c) Groundcover includes:
 - 1.) Living plants, such as shrubs, turf grasses, vines, meadow grasses and wild flowers, or other living ground covers.
 - 2.) Wood chips, bark, decorative rock or other non-living material may be used and shall have a minimum depth of 4" and shall not exceed 10% coverage of plants are not used.
 - 3.) Plastic, steel, or other appropriate edging material shall be provided around ground cover beds to retain loose ground cover material.
- d) At time of planting, all groundcover and shrub areas must have 100% coverage with organic, rock and/or bark mulch, to protect the soil.
- e) Slope banks shall utilize native and/or adapted species to reduce maintenance and irrigation requirements. Adapted species refers to non-native or exotic plant species that are non-invasive and well adapted to the local climate and growing conditions.
- f) All trees should have a minimum 2' diameter mulched base.
- g) Large trees exceed 40 feet in height and 40 feet canopy diameter at maturity.
- h) Medium trees range from 20 feet to 40 feet in height and 10 feet to 40 feet in canopy diameter at maturity.
- i) Small trees range from 8 feet to 20 feet in height and 6 feet to 20 feet in canopy diameter at maturity.
- j) Riparian species refers to water-loving plants that are usually associated with drainage ways or riparian corridors.
- k) Formal groupings refers to the linear or patterned arrangement of plants at a regular spacing interval.
- l) Informal and clustered groupings refers to the random or irregular arrangement of plants in groups of 3 or more and spaced a maximum of 60 feet between clusters.

Landscape Buffer Standards

<u>Pyramid Way</u>	
• Tree Spacing	40 ft. on center Deciduous trees randomly spaced in clusters with Evergreen accents.
• Tree Size	Deciduous – 2" caliper (min) Evergreen – 6 ft. height (min)
• Tree Mix	70% Deciduous 30% Evergreen
• Shrubs	4 shrubs provided for every required tree. Shrubs provided as a mix of 60% shrubs and 40% living ground cover.
<u>Highland Ranch Parkway</u>	
• Tree Spacing	30 ft. on center Deciduous trees randomly spaced in clusters. Evergreen trees may be provided in limited locations for accent, but not in locations where site distances may be impaired.
• Tree Size	Deciduous – 2" caliper (min) Evergreen – 6 ft. height (min)
• Tree Mix	100% Deciduous (Evergreens may be used as accents to the approval of the Administrator and DRC)
• Shrubs	6 shrubs provided for every required tree. Shrubs provided as a mix of 70% shrubs and 30% living ground cover.

2.3.3 Street Lighting

The lighting for Kiley Ranch North will be designed to enhance the quality and safety of the streetscape corridors. Lighting design will contribute to the overall atmosphere by reinforcing the community structure through a cohesive, identifiably unique palette of materials. Lighting design will be reviewed and approved by the Kiley Ranch North Design Review Committee (DRC) and the City of Sparks. All lighting located within the right-of-way of arterial, collector and local streets, and the adjacent landscape buffers and other public common areas shall be a decorative standard street light pole and fixture selected from available NV Energy optional fixtures, to the approval of the Administrator and Master Developer. The street lights will be installed by the master developer or their assignees or designees and maintained by the City of Sparks. Lighting located within the Orr Ditch Linear Park shall be maintained by the Kiley Ranch Landscape Association, LLC, or their designees or assigns. This section provides lighting standards for arterials, collectors and local streets, as well as pedestrian, landscape and sign lighting within Kiley Ranch North. The goals of these lighting standards are to:

- (1) Provide a safe level of illumination for both motorists and pedestrians;
- (2) Reinforce the pedestrian scale of the community; and
- (3) Allow for quality lighting design that reflects the theme of the community

2.3.3.1 Arterials, Collectors and Local Streets

GENERAL REQUIREMENTS:

- a) Lighting fixture types shall be of a consistent scale, design and color along street corridors
- b) Lighting fixture types shall differentiate use areas within Kiley Ranch North.
- c) Street lighting shall be directionally shaded to reduce offsite fugitive light and glare.
- d) Light fixture height shall not exceed the maximum heights indicated for the specific application.
- e) The location and design of street lighting at roundabouts will be subject to the approval of the Kiley Ranch DRC and the City of Sparks.

2.3.4 Paths

Paths include sidewalks and multi-use trails, which allow pedestrians and bicyclists. Sidewalks and trails are located within landscape buffers along significant transportation corridors within Kiley Ranch North as shown in Exhibit 2-5, Sidewalk/Trail System. Refer to Exhibit 2-3 through 2-4 for design standards related to sidewalks and trails. The design of paths will be reviewed and approved by the DRC and the City of Sparks.

Sidewalks and trails shall be constructed with the construction of the roadway or adjacent development by the party responsible for the installation of the adjacent improvements (Refer to Section 2.3.2). The City of Sparks shall be responsible for the maintenance and liability of all sidewalks and trails within the rights-of-way, landscape buffers, public parks, and regional trails in Kiley Ranch North. A public access easement shall be granted to the City of Sparks for all sidewalks and trails located outside the right-of-way.

GENERAL GUIDELINES

- a) All pedestrian travel surfaces must conform to American Disability Act (ADA) standards.
- b) Trails and sidewalks located within the landscape buffers shall provide connections to the adjacent development.

EXHIBIT 2-5: OPEN SPACE, TRAILS AND PARKS PLAN



2.3.5 Public Transportation

2.3.5.1 Bus Stops

Public transit as an alternate mode of transportation shall be planned for throughout the development. Each developer shall provide for bus stops in accordance with Regional Transportation Commission's (RTC) Master Plan for the area. Bus stops will be constructed utilizing RTC standards and be constructed with the adjacent project. Bus shelters shall be designed in relation to the architecture of the adjacent project. Bus stop construction shall be coordinated with RTC and approved by the administrator.

2.3.5.2 Park and Ride

A park and ride facility shall be provided within Kiley Ranch North. It is encouraged that the facility be joint-use and incorporated into a parking lot area within a commercial use. The facility shall provide bus shelters designed in relation to the architecture of the project. Timing of the construction of the park and ride facility will be based upon the buildout of the Kiley Ranch North, but shall occur no later than completion of the final phase of the commercial development.

2.3.5.3 Employee Trip Reduction

Employee trip reduction is fundamental to the design of the Kiley Ranch North Master Plan. The master developer or successors and assigns shall cooperate with the RTC and City to promote employment trip reduction. This should include a combination of bicycling, vanpooling, carpooling, and other trip reduction techniques.

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3 DESIGN STANDARDS AND GUIDELINES

3.1 PURPOSE AND COMPLIANCE

The purpose of this chapter is to establish a baseline qualitative standard through the use of design parameters within which developers building in Kiley Ranch North must remain and that will ensure that projects will contribute to the character and vision outlined for the community. The standards and guidelines in this chapter will shape the development of the various land use areas by providing specific design criteria for building orientation, landscaping, lighting, signs, walls and fences, and other design elements integral to creating development projects that fit into the theme of the community. These standards and guidelines also address the community's underlying structure such as community entries, community walls, trails, and parks. Architecture standards and guidelines are also provided to ensure buildings within Kiley Ranch North are attractive, and relate to one another and the community character. The pictures contained in this Chapter are provided to convey the general design intent of the standards and guidelines and are not intended to require the specific design style depicted.

During the development review process the Kiley Ranch North Design Review Committee (DRC) and the City of Sparks will review all development applications and ensure the proposed project meets the intent of these design standards and guidelines. However, it is the primary responsibility of the DRC to determine a projects compliance with this chapter during the site plan review process.

3.2 SITE PLANNING STANDARDS AND GUIDELINES

The purpose of the site planning standards and guidelines is to address general provisions of site development which include building orientation, grading and drainage, parking areas, landscape, lighting, signs, walls and fences, and service areas. Site planning controls the proper placement of buildings and internal roads that service and access the various land uses in the community. It addresses the linkages and land use relationships at a human-scale, in order to create a stimulating and visually pleasant community. The goal is to promote pedestrian activity and safety, create visual compatibility with surrounding neighborhoods and minimize negative impacts on the natural environment.

3.2.1 Commercial Park Areas

Commercial site planning standards and guidelines are intended to provide direction and flexibility in the design of retail commercial services and uses. Exhibit 3-1 shows conceptual site plan for the areas included with this final handbook and incorporate elements of the site planning standards and guidelines contained in this section.



3.2.1.1 g) Mini-plazas in commercial areas will include pedestrian-friendly amenities such as fountains, arcades, and ample sittable space.



3.2.1.1 h) Landscaped common areas within business parks soften the visual impact of large structures and provide workers with comfortable gathering places.

3.2.1.1 Building Orientation

- a) Building placement and orientation shall be designed to create visual interest along public rights-of-way. Multiple buildings in a single project shall demonstrate a positive functional relationship to one another.
- b) Buildings located within a single project shall be clustered, where practical. Plazas and pedestrian areas shall also be an important element in the design of clustered buildings. When clustering is impractical, a visual link should be established between buildings through the use of an arcade system, trellis, colonnade or other open structure.
- c) Buildings shall be oriented so that public access or windows face the primary public rights-of-way.
- d) Commercial and business park centers shall provide transit passengers convenient and safe pedestrian access to buildings from transit stops. There shall be an entrance to the center oriented towards the transit stop for access by transit passengers.
- e) Buildings with special architectural elements, such as clock towers, should be sited on corners of significant intersections, in particular along Pyramid Way, Sparks Boulevard, Kiley Parkway, David Allen Parkway, and Lazy Five Parkway. This does not preclude landmark structures, open plazas, or project gateway monumentation at these locations.
- f) Plazas or common areas within a project shall be located near building entrances or areas of high pedestrian traffic to ensure their use (see example to left).
- g) The space between buildings shall be used as outdoor seating areas, where appropriate (see example to left). These spaces shall have usable shapes that are not simply left over areas between buildings. This standard does not require that all spaces between buildings be designed as outdoor seating.
- h) Bicycle racks shall be provided for all projects that are adjacent to any bicycle trail.

EXHIBIT 3-1: CONCEPTUAL SITE PLAN



3.2.1.2 Grading and Drainage

- a) The design of building sites shall be sensitive to the natural terrain, and structures should be located to minimize necessary grading and preserve natural site features and drainage ways. Any grading of the site terrain shall blend with the natural topography of the site.
- b) Site grading shall be designed to complement the architectural and landscape design character of the community, screen parking and service areas, reduce the perception of height and mass on larger buildings, and provide reasonable transitions between on-site uses.
- c) Mass cut and fill slopes shall be limited, wherever feasible, to retain a natural slope appearance in compliance with the City of Sparks slopes, hillsides and ridges Ordinance.
- d) Graded slopes shall be rounded resulting in smooth, harmonious transitions between the man-made terrain and the natural terrain.
- e) Finished grades at individual parcel boundaries shall meet existing grade within the landscaped area or a slope easement shall be created on the adjoining undeveloped property to be matched when that site develops.
- f) Vegetated slopes shall not exceed an average of 2:1 slope and turf areas shall not exceed an average 4:1 slope.
- g) All graded slopes shall be revegetated prior to building occupancy. If climatic conditions or other circumstances prevent planting at the time of occupancy a bond shall be provided for landscaping during the subsequent growing season or other arrangements made for revegetation, subject to the approval of the administrator. Drought tolerant plant species shall be utilized to help minimize erosion.
- h) The developer shall provide a final hydrological report for the project in conformance with the City's Hydrological Criteria and Drainage Design Manual (HCDDM) for review and approval by the Engineering Manager.
- i) The developer shall post a surety for reclamation and revegetation prior to issuance of a grading permit.
- j) The developer shall submit an erosion control plan with each grading plan.

3.2.1.3 Parking Lots and Parking Lot Entry Drives

The goal of the following standards and guidelines are to limit the amount of hardscape in parking areas and provide a network of pedestrian paths that tie into the community trail system.

- a) Landscape buffers and/or development buffers shall be provided (as specified in Section 2.3) between access ways or the parking lots and the public right-of-way.
- b) Internal access drives shall be set back from the building frontage a minimum of ten (10) feet or a minimum of 15 feet with bench area. This area shall include a walkway. Refer to Exhibit 3-6, Figure D.
- c) A minimum nine (9) foot wide interior planter shall be provided at the end of parking aisles (see example on opposite page).
- d) Each planter island containing a tree shall have a minimum width of nine (9) feet inside the curbing material. Each planter shall contain a tree and shall have a minimum area of 162 square feet for single loaded parking and 324 square feet for double loaded parking. Refer to Exhibit 3-6, Figure A.
- e) It is important to connect the public street sidewalks to the project's internal pedestrian walkway network. Primary parking lot entry drives shall have a minimum ten (10) foot wide landscape planter and a minimum five (5) foot wide sidewalk on both sides along the initial throat into the project. The requirement may be waived by the DRC and the City of Sparks provided that the project applicant presents a pedestrian connectivity diagram that clearly demonstrates sufficient pedestrian connectivity to the project site from the surrounding pedestrian walkway network and public rights-of-way. See Exhibit 3-6, Figure A.
- f) No more than ten (10) percent of the required parking shall be in the rear service area of a project site.
- g) Parking lots located adjacent to streets shall be screened from the public right-of-way by the use of mounding and planting material, vertical grade changes, or low walls and plantings a minimum of three (3) feet in height. Additional screening is not required where adjacent to a landscape buffer that provides adequate screening as approved by the DRC. Refer to Exhibit 3-6, Figure C.
- h) Primary parking lot entry drives and primary internal access intersections shall be treated with special landscape elements, such as special paving, graphic sign, specialty lighting, specimen trees, or flowering plants that will provide an individual identity to the project



3.2.1.3 b) and c) Planters screen the visual impact of parked cars and provide buffering for pedestrians.



3.2.1.3 h) Tree islands and raised landscaped beds soften the visual impact of surface parking and provide shade.

EXHIBIT 3-6: PARKING LOT DESIGN

Figure A: Standards for Parking Lots Over 125 Spaces

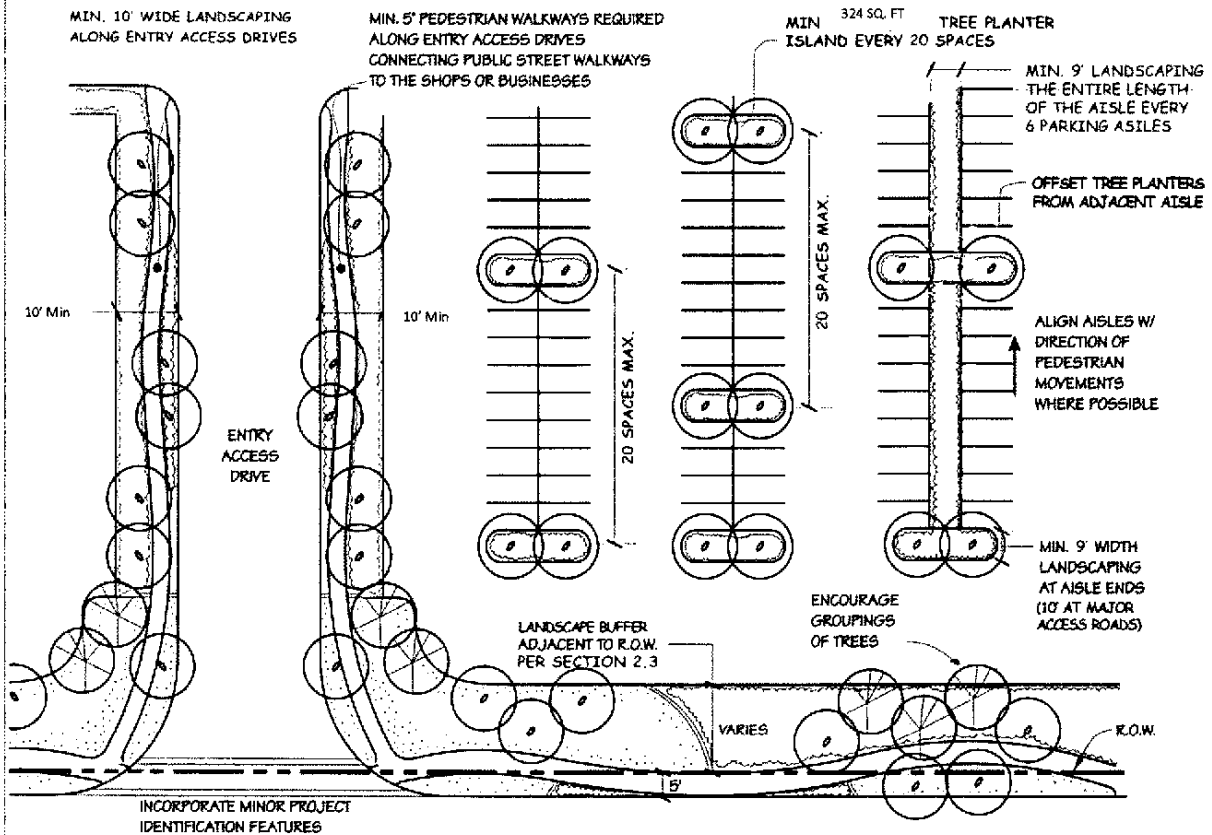


Figure B: Minimum Interior Landscaping (Commercial and Office/Business Parks)

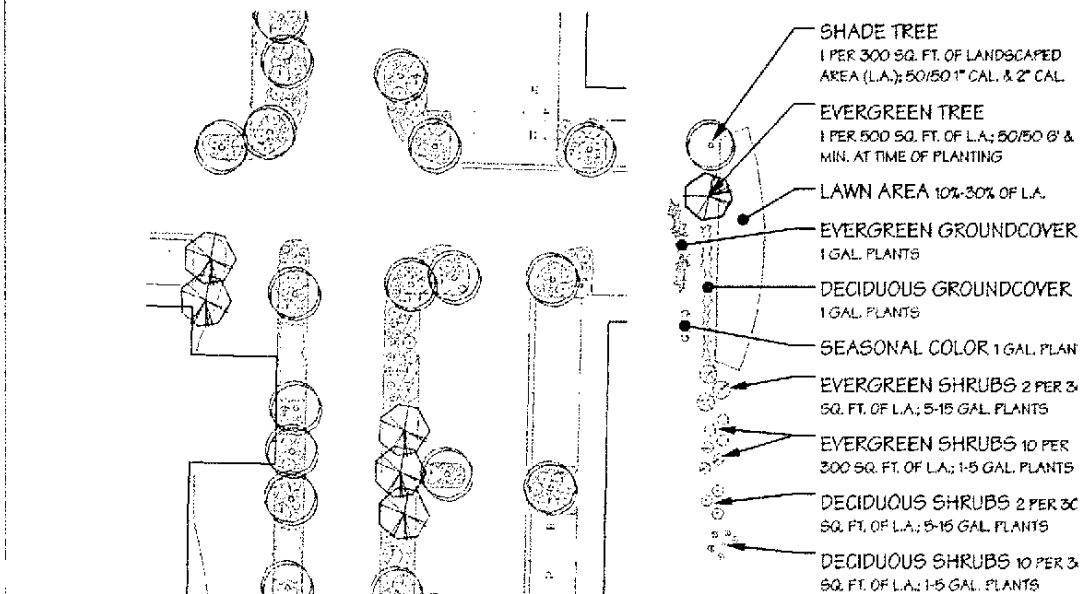


EXHIBIT 3-6: PARKING LOT DESIGN

Figure C: Parking Lot Screening

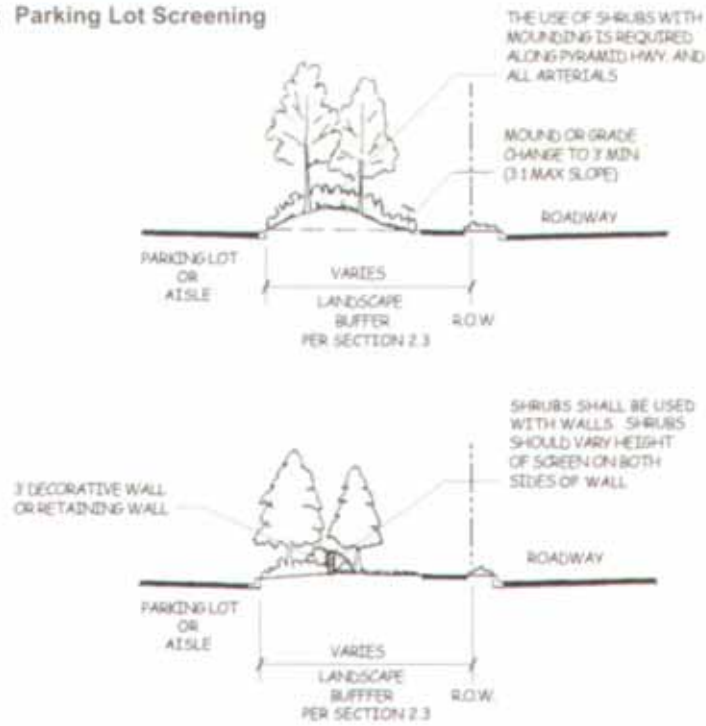
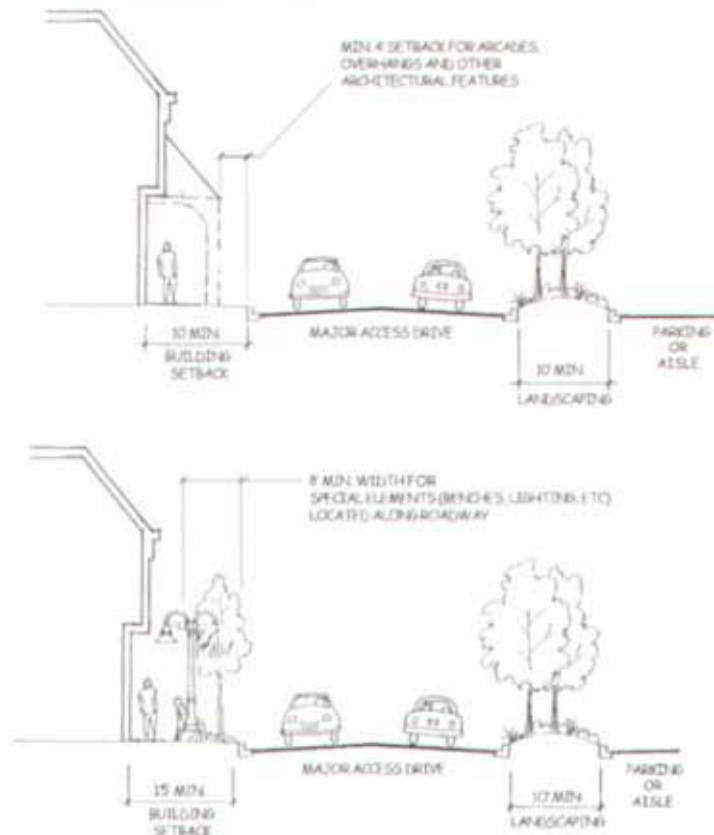


Figure D: Parking Lot Adjacent to Building Frontage



- i) Businesses that use shopping carts shall provide a shopping cart corral within 150 feet of 85 percent of their parking stalls and shall provide documentation to the City of Sparks that a shopping cart retrieval program is in place.
- j) Parking lots shall be regularly cleaned of trash, dirt and other objects that interfere with the movement of vehicles and pedestrians within parking lots.
- k) Parking lot design, configuration and sizes of parking stalls and aisles shall comply with Chapter 20.49 of the Sparks Municipal Code. Where a conflict exists between these standards and the Municipal Code the standards contained herein shall apply.
- l) Wheel stops shall be provided where parking adjoins landscaping or sidewalks less than 5ft in width unless an alternative design is approved by the DRC and the City of Sparks.
- m) Within parking lots over 125 spaces a planter nine (9) feet in width the full length of the aisle shall be provided every six (6) aisles. The nine foot planter will have a minimum of one tree every 12 parking spaces the length of the aisle.
- n) Seasonal outdoor sales shall not be located within parking spaces necessary to meet the parking requirements in Section 2.2.1.6, Parking. Location of seasonal outdoor sales will be determined during Site Plan Review for the new construction. Permit application will be reviewed and approved by the DRC prior to submittal to the City of Sparks.
- o) Temporary outdoor sales will not be allowed without a City of Sparks temporary use permit. Permit applications will be reviewed and approved by the DRC prior to submittal to the City of Sparks.
- p) When adjacent to building frontages, parking lots shall be screened in a manner similar to Exhibit 3-6C.

3.2.1.4 Landscape

The landscape design concepts and plant materials incorporated shall be consistent in form, texture and color with the overall community's architectural theme. Landscape buffers, are required along public rights-of-way. Refer to Exhibits 2-3 through 2-4 for landscape buffer requirements. Each property shall be landscaped as required in Section 2.2, Land Use Development Standards.

- a) Where the standards contained in this section are silent the landscaping standards contained in Chapter 20.32 of the Sparks Municipal Code shall apply. Where a conflict exists between these design standards and the City of Sparks Municipal Code, the stricter of the standards shall apply.
- b) All areas not utilized for parking, buildings, plazas, or access/circulation shall be landscaped to the back of curb. Under certain circumstances and at the approval of the DRC and the administrator, underutilized areas may be revegetated with a native seed blend.
- c) Low water demand plant materials and turf shall be used in conjunction with low water demand principles and techniques.
- d) All landscaped areas shall be irrigated with permanent automatic irrigation systems. All irrigation systems shall be placed underground.
- e) Landscaping within commercial and office/business parks shall comply with Exhibit 3-6, Figures A and B.

3.2.1.5 Lighting

- a) Lighting fixtures shall differentiate use areas and emphasize community amenities, such as plazas, walkways and project entries.
- b) When locating parking lot, walkway and area lighting, safety shall be of concern. Lighting shall be located in areas that provide a safe and pleasant environment for pedestrians.
- c) Parking lot, walkway and area lighting heights shall be reflective of the architecture of the project and be in scale with the setting
- d) The use of bollard lighting is encouraged in pedestrian areas.
- e) Overall lighting levels shall be compatible with surrounding neighborhood ambient levels and color shall be uniform throughout the development. Soft, indirect lighting shall be employed where feasible.
- f) Exterior lighting shall be used for purposes of illumination and safety only, and shall not be designed for, or used as, an advertising display.
- g) Night lighting of building exteriors shall be used only to highlight special recognizable features; accent repeated features; or use the play of light and shadow to articulate the facade. The purpose of illuminating the building shall be to add visual interest and supply building identification. Any direct projection of light (not ambient light) beyond the property line is prohibited.
- h) Support structures for lighting shall be designed as part of the general theme of the building architecture.
- j) Minimal energy consumption shall be a factor in lighting type selection.



3.2.1.5 g) Architectural Lighting Example



3.2.1.¹. 7 a) Signs in Kiley Ranch strengthen community identity and orient the motorist and pedestrian. Their designs will be drawn from the vernacular architecture and landscape of the area.



3.2.1.¹. 7 b) Building signs should be integrated into the architecture.



3.2.1.¹. 7 e) Hanging, double-faced signs are appropriate along heavily traveled pedestrian routes and within arcades.

3.2.1.6 Signs

Signs and their integration into the project is a critical element in the design of Kiley Ranch North. Careful use of forms, styles, materials, and colors will establish continuity throughout the community. Signs are intended to be utilized only where necessary, and in an understated manner, emphasizing an image of permanence and quality.

- a) Signs shall be used for commercial, business and activity center identification (see example to left). Signs shall be included on facades of buildings according to the sign development standards specific to each land use addressed in Section 2.2, Regulatory Land Uses and Chapter 20.56 of the Sparks Municipal Code.
- b) Signs shall be included on facades or entry canopies of buildings and illuminated or backlit with indirect lighting. All tenant identification signs shall be consistently located and integrated into the architectural design of the building entry. Storefront signs shall be proportional with the building architecture (see example to left).
- c) Simple painted or raised letter signs are encouraged. A uniform scheme of colors, materials and style shall be utilized in each center, or building. Flashing or animated signs are prohibited.
- d) Building signs that project four (4) inches beyond the wall façade are prohibited, unless incorporated as an architectural element.
- e) The use of hanging signs is limited to above walkways within arcades and shall have an eight (8) foot minimum clearance. Sign structures shall be made of appropriate materials that reflect the architecture of the building (see example to left).
- f) Freestanding information or tenant directory kiosks are allowed. Kiosks shall be designed to pedestrian scale with a maximum height of six (6) feet and will be placed in pedestrian entry ways. Kiosks shall be carefully integrated into the landscape and architectural design of the entries.
- h) Parcel directional and regulatory signs shall be integrated to the landscape and architectural design of the site. Directional and regulatory signs shall be placed at key points to minimize the required number of signs. Maximum height of directional or regulatory signs shall be six (6) feet.

- i) Freestanding and monument signs may be installed per SMC 20.56.170.
- j) A master sign program for each development parcel/center shall be prepared by the developers of individual projects or the master developer (where appropriate) and approved by the City of Sparks and the Kiley Ranch Design Review Committee (DRC). The goal of the master sign program is to harmonize the appearance of the signs within the development parcel. The master sign program shall establish the style and type of sign for the entire development parcel/center so the signs are consistent throughout the project. It shall be reviewed with the first site plan review/special use permit for the development parcel/center.

3.2.1.7 Walls and Fences

- a) Walls and fences shall be utilized to provide a buffer between incompatible uses. It is important, however, that walls are appropriately integrated into each project
- b) Design of all walls and fencing shall be consistent in terms of material, color and detail with the architecture of the project (see example to left).
- c) The application of materials, colors, texture and alignment in the design of walls shall be used to relieve visual monotony. Solid walls may be slump, split face or standard integral colored masonry unit. Pilasters will be placed at wall terminus points and as determined to be necessary for visual benefit.
- d) Refer to section 2.2.1.4 for additional standards.

3.2.1.8 Service, Trash and Utility Areas

Loading docks, truck parking, outdoor storage, utility meters, HVAC equipment, trash collection, trash compaction, and other service functions exert visual and noise impacts on surrounding neighborhoods. Refer to Section 2.2 for regulations concerning the design of these areas.

- a) Service, maintenance and storage areas shall be located on the interior of the site, where feasible and screened from adjacent public rights-of-way, pedestrian plazas or adjacent residential uses with landscaped berms, walls or plantings.
- b) All trash and garbage bins shall be stored in an enclosure, approved by disposal services, DRC, and the City of Sparks.
- c) Trash enclosures shall allow convenient access for each tenant.

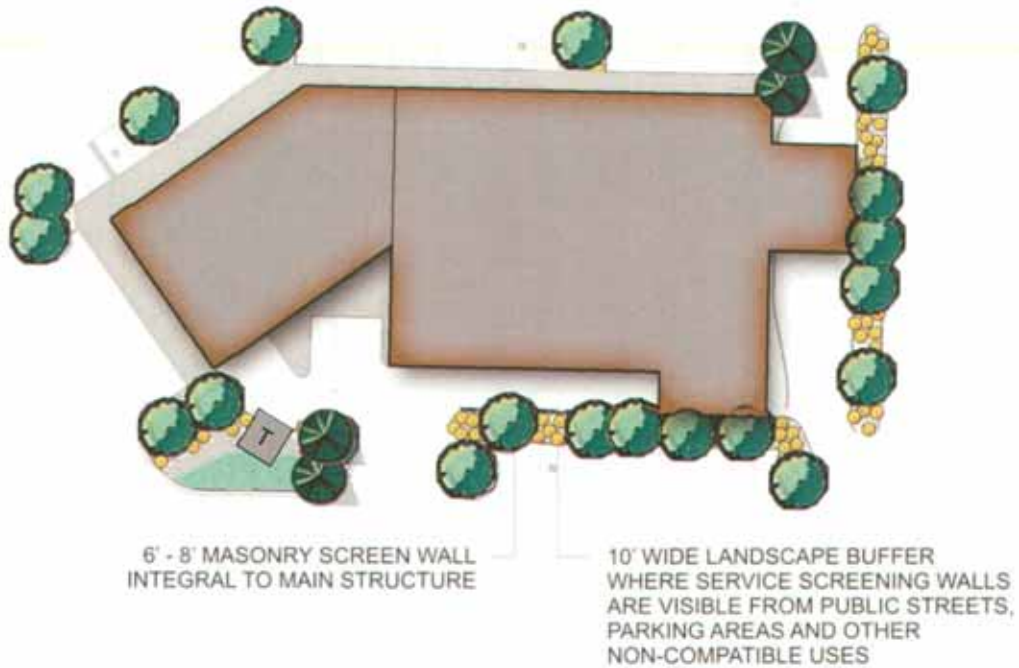
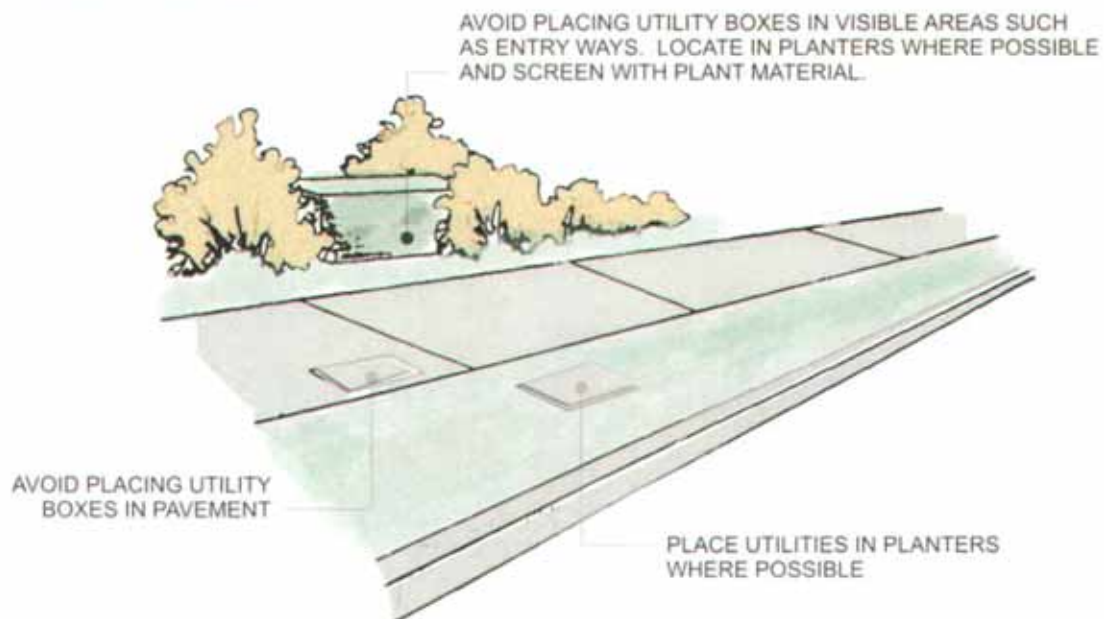


3.2.1.8 b) Low rise, landscaped screening walls contribute to a more attractive environment.



3.2.1.9 d) Screening of refuse containers and utilities is an inexpensive way to maintain the attractiveness of shared open space.

- d) Trash enclosures shall be constructed to be architecturally compatible with the project. All trash enclosures shall be treated with anti-graffiti material. The trash enclosures shall be constructed of substantial building materials used in the design of the building(s). Gates shall be constructed of durable building materials that screens at a minimum 80% of the view into the trash enclosure. Wood or chain link gates are not allowed (see example to left). See Section 3.2.1.7 for allowed wall materials.
- e) Trash enclosures must include provisions for concrete pads or appropriately designed asphalt sections in front of the enclosure. The area in front of the trash enclosure shall be a minimum of six (6) feet to reduce pavement damage from disposal trucks.
- f) When non-residential buildings are adjacent to residential uses, loading and delivery shall be planned to occur on the side of the building away from residences. Loading and delivery areas shall not be located in a required setback area.
- g) A loading and delivery space, may be located adjacent to parking areas for a multi-family project, when another location is not feasible. Loading and delivery spaces shall be located as far away as possible from single family residential properties. Loading areas shall be screened by a minimum 10 foot wide landscape buffer. Refer to Exhibit 3-7, Figure A.
- h) A loading area shall be provided for each freestanding restaurant site or other accommodations shall be made.
- i) Loading docks shall not be directly visible from a public street. Screening shall be complete (if landscape used then 80% landscape screening within 3 years) and shall match the design of the building.
- j) Truck maneuvering/circulation areas adjacent to residential properties shall be designated to prohibit trucks from parking and idling in these locations, except in approved loading spaces or docks.
- k) Outdoor storage shall only occur within code permitted storage areas which are permanently screened from view.
- l) Required parking or loading areas shall not be used for permanent outdoor storage.
- m) Exterior onsite utilities, including sewer, gas, water, electric, telephone and communications equipment must be installed underground. Transformers and other utility equipment that must be above ground shall be screened and incorporated into the landscape whenever possible. Refer to Exhibit 3-7, Figure B.

EXHIBIT 3-7: SERVICE AND UTILITY AREA DESIGN**Figure A: Service Screening****Figure B: Utility Screening**



3.2.1.10 b) Drive-thru facilities have clearly marked and buffered entry and exit lanes

3.2.1.9 Drive-thru Facilities

The following standards and guidelines for drive-thru facilities are intended to promote safe and efficient circulation, avoid site conflicts/functional problems, provide clearly identifiable circulation routes and provide for adequate vehicle stacking. Drive-thru facilities include drive-in banks and savings and loan institutions, automated teller machines (ATM), fast-food restaurants, coffee shops, car washes, and drive-thru drug stores, and such.

- a) Stacking lanes for drive through food service windows shall accommodate a stacking for at least eight (8) cars from window and all other service windows shall accommodate stacking for at least four (4) cars.
- b) Drive-through businesses shall be visually screened and shall be situated so as to not block any other drive aisle or parking space (see example to left).
- c) Impacts to surrounding residential property such as sound from a voice box, idling vehicles, and visibility of the business operation shall be mitigated by the developer to the approval the DRC and City of Sparks.
- d) Drive thru' s shall be separated from residential properties by an intervening building or a six (6) foot high wall and a ten (10) foot wide buffering landscape strip to include two rows of staggered six (6) and eight (8) foot high evergreen trees with living ground cover.

3.3 ARCHITECTURE STANDARDS AND GUIDELINES

3.3.1 Background

The purpose of these architectural guidelines is to provide general design criteria and guidance for the development of the neighborhoods of Kiley Ranch. The guidelines are not intended to be restrictive, but rather promote both visual compatibility and variety in a community setting achieved by utilizing complementary, traditional and contemporary architectural styles. The intended result is a high level of design direction and quality.

3.3.2 Architectural Theme

In an effort to promote architectural richness through a diversity of styles, a traditional American small town architectural vernacular has been chosen to characterize the residential neighborhoods, public buildings and commercial centers, excluding the Village Center, within Kiley Ranch North. The primary influence is the Northern Nevada vernacular - the ranch structures and merchant buildings that paid attention to such things as window details and the use of timber, stone, and metal. Office and Business Parks will utilize a more contemporary architectural style.

The goal is to create an attractive community that when built over time will remain true to its intended character and identity. This will be accomplished by utilizing architectural styles that have a rich heritage and have been traditionally used in the City of Sparks area. The character will be applied throughout the community in the design of community and village/neighborhood gateway monumentation, community walls, signs, and neighborhood park structures. The application of these architectural guidelines and standards to individual development projects will be reviewed and approved by the Kiley Ranch Design Review Committee (DRC) and the City of Sparks. The following sections provide guidelines and standards that will aid in the creation of a successful and enduring community.



Kiley Ranch Homestead

3.3.3 Arterial Commercial Design Standards**3.3.3.1 Building Mass and Form**

- a) Individual buildings within a development shall be evaluated as separately, but must be designed to ensure the entire center has compatible architectural treatments.
- b) Facades shall be articulated to reduce the large scale and often uniform, impersonal appearance of many large retail buildings and to provide visual interest. The intent is to encourage human scale elements within the architecture which encourages pedestrian activity while strengthening and enriching the center's overall design concept.
- c) Visual interest shall be created in building facades with walls extending more than 55 feet in length through the incorporation of wall plane projections, recesses, or screen walls projecting from the building that are a minimum of two (2) feet in depth approximately every 50 feet for front (main entrance to the building) elevations and 6 inches in depth for side and rear elevations.
- d) In order to promote architectural quality and creative design solutions the DRC and City of Sparks, through the design review process, may allow the two (2) feet of wall plane projection or recess to be substituted with a combination of vertical or horizontal elements. These elements include (but are not limited to) trellises, awnings, shed roofs, screen walls, and columns. The elements must have a minimum of two (2) feet change in vertical or horizontal projection or recess. The proposed alternative design solution shall meet the intent of this standard.
- e) Ground floor facades that face public streets shall have arcades, fenestration, display windows, entry areas, awnings, or other pedestrian scaled features.
- f) Building heights shall relate to the adjacent non-building area to enhance view corridors both to and from the site. Keep in mind efforts for the architecture to strengthen ideas of public view enhancement, and view preservation.
- g) Building facades shall use color change, texture change, material change or relief change to avoid large expanses of blank walls and box-like structures (see example to-left).
- h) Larger buildings shall vary building and roof forms to give the appearance of smaller or articulated forms. For example, one large scale anchor tenant may be broken down into a series of separate forms, such as an entry panel, arcade, and varied roof forms, to give the appearance of a variety of stores, while still maintaining an individual tenant's identity.



3.3.3.1 g) Façade detailing, pedestrian-scale arcades and trellises create an attractive environment for shoppers.

- i) Multiple buildings within a single project shall be designed to be compatible, with a unified appearance of consistent building materials, texture, color or design.
- j) Articulated facades shall be used on all sides of the building, where sides extended more than 55 feet. The intent is to continue attractive surface detailing which strengthens community design themes.
- k) The presence of smaller retail stores gives a commercial center a “friendlier” appearance by creating variety, breaking up large expanses, and expanding the range of activities (see example to right). Windows and window displays of such stores shall be used to contribute to the visual interest of exterior facades.

3.3.3.2 Building Entryways

- a) Each principal building on a site shall have clearly, highly visible customer entrances featuring no less than four (4) of the following, unless during the design review process a better design solution is found that will satisfy the design intent and is approved by the DRC and the City of Sparks. Elements below may be successfully integrated into the building structure and design:
 - canopies, porticos, trellis elements, or awnings
 - unique roof expressions including overhangs and varied roof forms
 - innovative use of exposed structural elements
 - recesses/projections (min 2') for front (main entrance to the building) elevations and 6 inches for side and rear elevations
 - arcades
 - raised and corniced building forms with parapets above the door
 - peaked roof form elements
 - arches
 - outdoor patios
 - display windows
 - architectural details such as tile stone or brick work, molding, and trim work
 - integral planters or wing walls that incorporate landscaped areas and/or places for sitting
 - architecturally compatible lighting fixtures.
- b) Where additional tenants will be located in the principal building, each such tenant shall have at least one exterior customer entrance, which shall conform to the above requirements in 3.3.3.2 a).



3.3.3.1 k) Smaller retail stores break up the visual monotony of larger stores.



3.3.3.3 a) Exposed rafter ends, overhanging eaves, multiple roof planes and varied fenestration create interesting commercial buildings.

- c) Entryways shall be designed to avoid conflict between swing out doors and the pedestrian flow within walkways or the public right of way.
- d) Corner entryways should be highlighted with towers, angled doors, and deep-set doors.
- e) Color, signage, material accents, and/or awnings should be used to highlight entryways.

3.3.3.3 Roof Form

- a) Variations in rooflines shall be used to add interest to, and reduce the massive scale of, large buildings.
- b) The visible roof profile elements on all building sides extending over 55 feet in length shall incorporate horizontal and vertical offsets, elevation changes, and varying roof overhangs. Elemental form changes are encouraged varying roof forms from flat parapets to pitched roof forms will contribute to a high quality design. Vertical offsets shall be a minimum of 1 ½ feet in height.
- c) All rooftop equipment shall be screened from public view at street level and the parking lot matching the architectural style and materials of the main building.
- d) All sloped main structure roofs where provided to be constructed of a material complementary to the development. Such roofs may be standing metal seam, trellised, or shingled. Sloped roofs shall have a minimum pitch of 5:12 and a maximum pitch of 6:12. All sloped roofs shall have eave projections proportionate to their height. For all roof eaves 25 ft high and higher the roof overhang shall be a minimum of 3 ft and a maximum of 5 ft. For all roof eaves less than 25 ft the roof overhang shall be a minimum of 1.5 ft and a maximum of 3 ft.
- e) The underside of all eaves shall be constructed of a material complementary to the roof. Curved elements may be included where complementary to the overall development. Major tower elements are encouraged to include sloped and hipped roofs within their design.
- f) Where flat roofs are provided, all parapet walls on main building fronts shall be finished with a cornice molding. The cornice design may vary, but must be complementary to the overall development. All cornice details shall be scaled appropriate to the height and size of the wall. For walls 25ft and higher, cornice details shall be a minimum of 8 inches and maximum of 4 ft. For all walls lower than 25ft cornice details shall be a minimum of 6 inches and a maximum of 2.5ft.

Horizontal parapet changes in elevation (minimum 1 ½ feet in height) shall be provided on all building sides extending more than 55 feet in length every 75 feet.

- g) Canopies, porte-cocheres, and other open air covered features may have flat roofs with either cornice details, mansard style roof design or similar to approval of DRC and City of Sparks. Materials and colors must be consistent with the main building. Open covered features over 100 feet in length shall include at least one vertical feature (a minimum 2 feet in height) that may include signage.

3.3.3.4 Accent Elements

- a) Accent medallions, inset or framed, may be used in large expanses of walls over 55 feet in length. The size of these elements shall not exceed 20 sf. The material for these elements shall be complementary to the design (metal, stone, tile, and/or simulated wood) or another complementary material that is different from the wall surface.
- b) Tenant wall murals are encouraged, but not required on large wall expanses (over 55 feet). Murals shall be detailed to include accent lighting, trim molding, and other details complementary to the overall development and shall contain no commercial message (i.e. text or logos). Murals do not count toward signage areas.
- c) Building wainscots are encouraged for large expanses of wall surfaces. However where used, these finishes shall be accented by additional building fenestration to discourage continuous lengths of wall surfaces.
- d) All public accessible doors, windows, and openings shall be trimmed with a finished detail. Finished may be plaster, metal, simulated wood, pre-cast or other finish complementary to the building design. Trim profiles shall be a minimum of 4 inches wide x 2 inches deep.

3.3.3.5 Materials and Colors

- a) Buildings shall be evaluated as individual components essential to the overall design of the center. Materials and colors of a building will be compatible with those of adjoining buildings. Each material and color will become part of a design palette, which will ultimately strengthen and communicate this theme to the public, and culminate in a successful retail center (see example to right).



3.3.3.3 g) Canopies consistent in material and color with the main building



3.3.3.5 a) Natural looking materials such as wood add authenticity to buildings.

- b) Predominant exterior building materials shall be of high quality and shall include at least one of the following:
- brick
 - stained, painted, or weathered wood/cementitious products such as heavy timbers or stock lumber
 - stone veneer/cultured stone
 - other native stone
 - integral color split face or rough cut concrete masonry units-tinted, textured stucco, drivet or EFIS
 - metal such as corrugated, battened or standing panelized systems; preformed painted or stained metal shapes
 - fabric or metal awnings
 - dimensioned asphalt or simulated wood shingles
 - slate or simulated slate roof
 - tilt-up concrete with facade treatment of the above mentioned, as required by the DRC or the City of Sparks.
- c) Accent colors to emphasize special façade elements in order to achieve an aesthetically appealing environment while maintaining the ability to stand out and attract attention at focal points.
- d) Facades shall utilize low reflective palette colors in broad expanses. The use of high intensity colors, very dark colors or fluorescent colors are discouraged. Some metallic colors may be considered on an individual basis with approval by the DRC.
- e) Building trim and accent may feature a brighter, more intense palette of colors used to direct focus toward important building elements.
- f) The following exterior building materials are not allowed as predominant features on building facades, but may be used sparingly with DRC and City of Sparks approval if it advances the design intent of the architectural style:
- integral color smooth-faced or painted concrete masonry
 - tilt-up concrete panels without textures or finishes
 - pre-fabricated steel panels
 - unprotected wood
 - dimensional asphalt shingles (roofs only)
- g) The following exterior building materials are not allowed:
- reflective or mirror glass or applied films
 - exposed neon on building facades for decorative purposes
 - basic non-dimensional asphalt shingles

4 CONSTRUCTION, OPERATION AND MAINTENANCE

4.1.1. Clean Job Site

All construction job sites within the Kiley Ranch North are to be maintained in a clean and orderly fashion. Each developer/builder shall adopt procedures to suit his individual circumstances.

If a temporary use site is not maintained or returned to a reasonable state of cleanliness, the Kiley Ranch North Owners Association has the authority to authorize clean-up by an outside party and assess the cost of this clean-up against the owner.

4.1.2. Existing Vegetation Areas – Orr Ditch

4.1.2a.

Any vegetation within the open space areas outside areas to be graded shall be protected from damage during construction.

4.1.2b.

Temporary protective snow fencing shall be erected by the developer at a 20' setback adjacent to riparian vegetative areas during construction adjacent to these areas and removed upon completion. No equipment will be allowed to enter the fenced areas.

Potentially toxic materials such as solvents, paints, gasoline, etc. shall not be poured on the ground anywhere within the development.

4.1.3 Erosion Control Plan and Storm Water Pollution Prevention Plan

The Erosion Control Plan and SWPPP shall include at a minimum the following:

1. Erosion control plan for the entire site or area of disturbance. This plan shall note all Best Management Practices (BMP's) to be used on site, along with all descriptive notes etc.
2. A Reclamation bond based on an approved exhibit A of the estimated cost to revegetate the site
3. A Storm Water Pollution Prevention Plan that shall include the following information:
 - a. Facility Owner/operator and other applicant information
 - b. Project Site information, including pre- and post-site conditions and land uses, runoff coefficients, sequence of construction activities total area disturbed, etc.
 - c. Existing soil and water quality information
 - d. Site Maps
 - e. Storm water discharge points and receiving waters
 - f. List of Best Management Practices
 - g. Inspection and maintenance procedures and a log of all inspection activities, changes in BMP's, weather condition changes, etc.

These requirements will apply to the development site itself and any surrounding property that may be used as a borrow or stockpile site for excess soil cut or fill.

4.1.4 Temporary Uses and Structures

All temporary uses and/or structures shall be maintained in a clean and orderly fashion. Storage of vehicles or machinery required for set-up or delivery shall not be kept onsite. Adequate parking, trash, and restroom facilities shall be provided for the expected attendance. All components required for any event shall be removed and the site cleaned up within 24 hours of the close of each event or use. If a temporary use site is not maintained or returned to a reasonable state of cleanliness, the Kiley Ranch Marketplace Owners Association has the authority to authorize clean-up by an outside party and assess the cost of this clean-up against the sponsor.

4.1.5 Non-Residential Construction, Operation and Maintenance

All non-residential land uses shall be maintained through a Common Area Agreement. The CC&R's shall include this agreement as an irrevocable covenant for the life of the project. A single contact person responsible for common area maintenance shall be identified to the Planning /Community Development Department at all times. All common area, paving, buildings, signage, structures, landscaping, walls and lighting shall be maintained in good repair at all times.

- a. The CC&R's shall designate the responsible party for all grease traps which shall be approved by the Industrial Waste Division of the City of Sparks Public Works Department.
- b. Shopping cart enclosures shall be approved by the City of Sparks at the time of site plan review. The center, as part of its common area maintenance, shall be responsible for keeping shopping carts on-site subject to City ordinances as amended from time to time. The center shall provide for prompt retrieval of carts taken off-site.
- c. Construction and construction-related activities shall be limited to the hours of 7 a.m. to 7 p.m., Monday through Friday, Saturday 9 a.m. to 5 p.m. No work shall be performed on Sundays. The developer shall install and maintain signs at the project entries stating these limits. At the conclusion of construction, the developer shall remove these signs.
- d. Deliveries to the site and noise-generating maintenance such as parking lot sweeping, snow removal and trash service shall be limited to 7 a.m. to 10 p.m. No Truck idling shall be permitted on-site outside of these hours.
- e. Security patrol for the center and parking lots shall be provided from 7 p.m. to 6 a.m.

4.1.6 Construction Yards

Within the planned development, construction yards will be necessary. The following requirements will apply to all zoning classifications within the planned development.

1. Definitions: Construction yard is a temporary area used for the storage of construction materials, supplies, equipment, tools, stock pile of useable construction materials and other items as permitted including temporary storage containers, construction trailers and temporary office trailers.
2. Proposed construction yards shall be associated to a specific project with an approved building permit issued for grading, construction, remodel and/or demolition.
3. Construction yards shall be supervised by one (1) contractor who will be responsible for enforcing compliance of these standards. The contractor shall be responsible for compliance of the construction yard to all applicable codes.

4. Construction yards shall be fenced and located on private property out of public view whenever possible to the approval of the administrator and shall not be placed in required parking spaces or block pedestrian/vehicular access.
5. Construction yards shall be removed prior to a final inspection of the last building in a non-residential project and for the last structure in a residential project or final approval for the project.
6. The contractor shall be required to provide curb cuts for all egress/ingress areas onto a paved street. To prevent mud/dirt from transferring trucks, vehicles, and equipment onto the paved street, the contractor shall install a surface treatment, such as gravel or base at all egress/ingress points from the yard a minimum of 50 feet in length to the street access to the approval of the administrator.
7. A project site with physical constraints may utilize an alternative off-site property for a construction yard subject to site plan review process. The contractor shall be required to reclaim the alternative off-site property to its original condition prior to final inspection/issuance of a certificate of occupancy for the associated project to the approval of the administrator. Site reclamation may include site clean-up and/or revegetation with temporary irrigation. Bonding may also be required to verify revegetation within (3) three years.
8. The developer shall limit all construction and construction-related activities to between the hours of 7:00 a.m. through 7:00 p.m., Monday through Friday and 9:00 a.m. to 5:00 p.m., Saturday. There shall be no construction yard usage on Sundays in residential areas. The developer shall install signs at all access points to the project that clearly indicate these limited hours of activity on-site prior to the start of any construction-related activities. The developer shall maintain these signs in good repair for the duration of the construction of the project. Once construction is completed, the developer shall remove these signs.
9. The developer shall designate to the administrator a project contact person responsible/authorized to correct problems regarding the project on a 24-hour/7 days a week basis. The developer shall designate the project contact person to the administrator prior to issuance of a grading permit for the project.
10. The developer may construct a fence around the construction yard that is higher than (6) six feet and use barbed wire or concertina wire on the top of the fence with the approval of the City of Sparks building department and Administrator.

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WASHOE COUNTY RECORDER

OFFICE OF THE RECORDER
KATHRYN L. BURKE, RECORDER

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Linda K Patterson
Signature

11-14-12
Date

Linda Patterson
Printed Name



Office of the
CITY CLERK

November 14, 2012

Mr. Scott Christy
Rising Tides, LLC
9222 Prototype Drive, #200
Reno, NV 89521

Reference: PCN12028-Amendment to a Final Handbook (Kiley Ranch North Phase 4)

Dear Mr. Christy:

On November 13, 2012, the Sparks City Council voted to approve the final handbook amendment associated with PCN12028 (Kiley Ranch North Phase 4).

If you have any questions or concerns, please feel free to contact Karen Melby, Senior Planner at (775) 353-7878.

Sincerely,

A handwritten signature in cursive script that reads "Linda K. Patterson".

Linda K. Patterson
City Clerk and
Clerk of the City Council

lkp

Copy:
Karen Melby, Senior Planner
Melissa Lindell, Wood Rodgers, Inc., 5440 Reno Corporate Drive, Reno, NV 89511
PCN12028 – Amendment to Final Handbook
A.I. 8.1