

TOWN OF BUXTON
Business Commercial Zone
Design Standards Checklist

SITE PLANNING (Section 3)

C. General Site Planning Standards

C2a Proximity of Buildings to Roadways:	Page & Note	_____
C2a Location of Parking:	Page & Note	_____
C2b Relationship to Residential Properties:	Page & Note	_____
C2c All plans by licensed professionals:	Page & Note	_____
C2d Access Management (curb cuts)	Page & Note	_____
C2e Landscape Plan – Front of building:	Page & Note	_____
C2f Standard Note included in plan:	Page & Note	_____

D. Circulation Planning

D2a Curb Cuts on Major Roads:	Page & Note	_____
D2b Shared Access:	Y__ N__ NA__	_____
D2c Internal Traffic Flow:	Page & Note	_____
D2d Internal Connections:	Page & Note	_____
D2e Internal Pedestrian Connections:	Page & Note	_____
D2f Traffic Calming:	Page & Note	_____
D2g Drive-throughs:	Page & Note	_____ NA _____
D2h Pedestrian and Bicycle Movement:	Page & Note	_____
D2i Refuge Zones: Driveway wider than 32 feet	Y__ N__	_____
D2j Outparcel Development:	Page & Note	_____ NA _____
D2K Service Drives:	Page & Note	_____

E. Parking Areas

Parking Lot Surface Area:	_____	# Parking Stalls:	_____
E2a Siting:	Page & Note	_____	_____
E2b Orientation:	Page & Note	_____	_____
E2c Scale:	Page & Note	_____	_____
E2d Relationship to building:	Page & Note	_____	_____
E2e Screening:	Page & Note	_____	_____
E2f Landscaping in Parking Lots:	Page & Note	_____	_____
E2g Dead End Parking Lots:	Page & Note	_____	_____
E2h Shared Parking:	Y__ N__ NA__	_____	_____
E2i Safety:	Page & Note	_____	_____
E2j Side Lot Parking:	Page & Note	_____	_____
E2k Snow Storage:	Page & Note	_____	_____
E2l Buildings on Existing Parking Lots:	Page & Note	_____	_____

F. Pedestrian Spaces

F2b Materials: Page & Note _____
F2c Entrances: Page & Note _____

G. Public Sidewalks (excludes Rt. 202)

G2a Public Sidewalks: Page & Note _____ NA _____
G2b Coordination with Site Plan: Page & Note _____
G2c Material Selection: Page & Note _____
G2d Crosswalks: Page & Note _____
G2e Lighting: Page & Note _____
G2f Accessibility (ADA): Page & Note _____

H. Internal Sidewalks and Walkways

H2a Internal Walkways: Page & Note _____
H2b Location: Page & Note _____
H2c Orientation: Page & Note _____
H2d Curbing: Page & Note _____
H2e Width of internal walkways: Page & Note _____
H2f Coordination with Landscaping: Page & Note _____
H2g Lighting: Page & Note _____
H2h Drainage: Page & Note _____
H2i Maintenance: Page & Note _____
H2j Snow Removal: Page & Note _____
H2k Accessibility (ADA): Page & Note _____

I: Multiple Building Developments

Is this project a multiple building development (MBD)? Y N

If No, skip to section J.

I2a Master Plan: Prepared by: _____
I2b Phasing Plan: Y__ N__ NA__
I2c Building Orientation: Page & Note _____
I2d Outdoor Spaces: Page & Note _____
I2e Drive-Through Facilities: Page & Note _____
I2f Signage Plan: Page & Note _____
I2g Lighting Plan: Page & Note _____
I2h Landscape plan submitted? Y__ N__
(see section 5, Landscaping)
I2i Shared Stormwater Management: Page & Note _____
(see section 3L Stormwater Management)

J. Non-Public Service Areas

I2a Locations: Page & Note _____

J2b Design:	Page & Note _____
J2c Screening:	Page & Note _____
J2d Screen Design:	Page & Note _____
J2e Service Access:	Page & Note _____
j2f Coordination: Providers & Fire Dept. commented on design and siting of service areas and facilities Y ___ N ___	
J2g Protection:	Page & Note _____
J2h Recycling Facilities:	Page & Note _____

K. Buffers and Screening

K2a Planning:	Page & Note _____
K2b Design:	Page & Note _____
K2c Maintenance:	Page & Note _____

L. Stormwater Management

L2a Location:	Page & Note _____
L2b Designs:	Page & Note _____
L2c Grading:	Page & Note _____
L2d Structures:	Page & Note _____
L2e Planting Design: Stormwater treatment pond designed by: _____ Page & Note _____	
L2f Shared Basins: Y ___ N ___	Page & Note _____
L2g Rip-Rap and Ground Protection Plan:	Page & Note _____

ARCHITECTURE (Section 4)

C. General Architectural Standards

C2a Design:	Page & Note _____
C2b Licensed Maine Architect:	_____
C2c Freestanding Accessory Structures:	Page & Note _____
C2d Energy Conscious Design:	Page & Note _____

D. Renovations and Additions

D2a Renovation: Y__ N__	Page & Note _____
D2b Design; Master Planning:	Page & Note _____
D2c Materials:	Page & Note _____
D2d Architectural Features:	Page & Note _____

E. Façade Design

E2a Façade Treatment:	Page & Note _____
E2b Offsets:	Page & Note _____
E2c Rear and Side Facades:	Page & Note _____
E2d Site Design:	Page & Note _____
E2e Trim:	Page & Note _____
E2f Window Shapes:	Page & Note _____
E2g Shutters:	Page & Note _____
E2h Functional Elements:	Page & Note _____
E2i Vending/Self-Service Machines:	Page & Note _____
E2j Illustrations:	Page & Note _____

F. Building Materials

F2a-b Materials Permitted:	Page & Note _____
F2c Colors:	Page & Note _____
F2d Trim:	Page & Note _____

G. Awnings and Canopies

G2a Location:	Page & Note _____
G2b Materials:	Page & Note _____
G2c Design Elements:	Page & Note _____

H. Rooflines

H2a Pitched Roofs:	Page & Note _____
H2b Prohibited Shapes:	Page & Note _____
H2c Flat Roofs:	Page & Note _____

H2d Parapets:	Page & Note	_____
H2e Permitted Materials for Pitched Roofs:	Page & Note	_____
H2f Roof-Mounted Equipment:	Page & Note	_____

I: Street Corner Buildings

Is project located on a street corner? Y__ N__ . If No, skip to section J.

I2a Siting on Corner Lots:	Page & Note	_____
I2b Corner Buildings:	Page & Note	_____
I2c Façade Treatment:	Page & Note	_____
I2d Corner Treatment:	Page & Note	_____

J. Design Standards for National Franchises

J2a Franchise Styles:	Page & Note	_____
J2b Coordination of Site Features:	Page & Note	_____

K. Large Scale Buildings

Is building 20,000 sq. ft. or greater? Y__ N__ . If No, skip to section L.

K2a Design and Massing:	Page & Note	_____
K2b Site Design:	Page & Note	_____
K2c Architectural Details:	Page & Note	_____
K2d Facades and Exterior Walls:	Page & Note	_____
K2e Facades and Exterior Walls for Small Retail Stores within Large Scale Buildings:	Page & Note	_____
K2f Entryways:	Page & Note	_____
K2g Multiple Entrances:	Page & Note	_____
K2h Outdoor Sales and Storage:	Page & Note	_____
K2i Cart Storage:	Page & Note	_____ NA _____

L. Linear Commercial Buildings (Strip Shopping Centers, Multi-tenant Offices, and Commercial Buildings)

Does project include a linear commercial building: Y__ N__ If No, skip to section M.

L2a Design:	Page & Note	_____
L2b Scale:	Page & Note	_____
L2c Entrances:	Page & Note	_____
L2d Rooflines:	Page & Note	_____

M. Linear Commercial Buildings (Service Stations, Car Washes, and Convenience Stores)

Does project include service stations, car washes, or convenience store: Y__ N__
If no, skip to section N.

M2a Architecture:	Page & Note	_____
M2b Canopies:	Page & Note	_____

M2c Large Openings: Page & Note _____
M2d Site Design: Page & Note _____
M2e Pedestrian Circulation: Page & Note _____

N. Office Buildings

Is building 40,000 sq. ft. or greater? Y__ N___. If No, skip to section O.
N2a Permitted Materials: Page & Note _____
N2b Roof Treatment: Page & Note _____
N2c Waiver: Is office building applicant requesting a waiver of Section 4F ("Building Materials") and/or Section 4H ("Rooflines"): Y__ N__

O. Drive-Throughs

O2a Drive-Throughs: Page & Note _____
O2b Location: Page & Note _____
O2c Canopies: Page & Note _____
O2d Pedestrian Circulation: Page & Note _____

LANDSCAPING (Section 5)

C. General Standards

Landscape Plan	Page & Note	_____
Preparers Name	_____	
>10 Parking Spaces	Y__ N__	
Building > 2,000 sq. ft.	Y__ N__	
C2c Safety Pathway & Vehicle Site Lines	Page & Note	_____
C2d Utility Screening	Page & Note	_____
C2f Integration	Page & Note	_____
C2g Irrigation	Page & Note	_____ NA__
C2h Existing Trees/Plants	Page & Note	_____
C2i Rocks	Page & Note	_____ NA__
C2j Ground Cover	Page & Note	_____
C2l Minimum Plant Size	Page & Note	_____
C2m Guarantee Period	Page & Note	_____

D. Parking Lots

D2a Total Landscape Area	Page & Note	_____
D2b Location of Trees	Page & Note	_____
D2c Screening	Page & Note	_____
D2d Safety	Page & Note	_____
D2e Parking Stall Separation	Page & Note	_____ NA__
D2f Snow Tolerance	Page & Note	_____

E. Tree Selection & Plantings

E2e Root Zones	Page & Note	_____
----------------	-------------	-------

F. Shrubs & Ornamental Plantings

F2b Selection	Page & Note	_____
F2c Foundation & Wall Plantings	Page & Note	_____ NA__

G. Landscape Maintenance

G2a Maintenance Plan	Page & Note	_____
----------------------	-------------	-------

SIGNAGE (Section 6)

C. Sign Design Standards

C2a Sign Plan:	Page & Note _____
C2b Compatibility:	Page & Note _____
C2c Design:	Page & Note _____
C2d Maximum Gross Area of Signs:	_____ (See Section 6D "Maximum Sign Sizes" chart)
	Page & Note _____
C2e Maintenance and Replacement:	Page & Note _____
C2f Lettering Size:	Page & Note _____
C2g Location:	Page & Note _____
C2h Street Numbers:	Page & Note _____
C2i Advertising Features:	Page & Note _____
C2j Standard Note:	Page & Note _____
C2k Readerboards: Y__ N__	Page & Note _____

D. Maximum Sign Sizes

- D1 Sign Dimensional Chart
- D2 Sign Dimensional Chart Notes and Standards

E. Façade-Mounted Signs

E2a Design:	Page & Note _____
E2b Location:	Page & Note _____
E2c Hardware:	Page & Note _____

F. Multi-tenant Properties

Does property have multiple tenant units: Y__ N__ If No, skip to G.

F2a Identification Signs:	Page & Note _____
F2b Street Numbers:	Page & Note _____
F2c Compatibility:	Page & Note _____
F2d Color Consistency: (max. 3 colors)	Page & Note _____
F2e Landscaping:	Page & Note _____

G. Externally-Lit Signs

G2a Light Level:	Page & Note _____
G2b Lighting:	Page & Note _____
G2c Light Sources:	Page & Note _____
G2d Design:	Page & Note _____

H. Internally-Lit Signs

H2a Design:	Page & Note	_____
H2b Mounting Systems:	Page & Note	_____
H2c Intensity:	Page & Note	_____
H2d Maintenance:	Page & Note	_____

I: Temporary Signs

I2a Content and Design:	Page & Note	_____
I2b Location:	Page & Note	_____
I2c Size: (maximum 20% of total signage area on premises)	Page & Note	_____
I2d Lighting: (not allowed)	Page & Note	_____
I2e Length of Time Allowed:	Page & Note	_____
I2f Permits:	Page & Note	_____

LIGHTING (Section 7)

C. General Standards

C2a. Lighting Plan		Page & Note _____
C2b. Illumination Levels < IES Minimums	Y ___ N ___	
C2c. Coordinated Design	Y ___ N ___	
C2d. Safety		Page & Note _____
C2e. Feature Lighting		Page & Note _____
C2f. Light Pollution		Page & Note _____
C2g. Replacement and Modification		Page & Note _____
C2h. Energy Savings Devices		Page & Note _____
C2i. Lighting Reductions		Page & Note _____

D. Driveway Lighting

D2a – D2b. Illumination		Page & Note _____
D2c. Luminaries		Page & Note _____
D2e. Layout		Page & Note _____
D2f. Coordination with Planting Plan		Page & Note _____
D2g. Mounting Height		Page & Note _____

E. Parking Lot Lighting

E2a. Layout		Page & Note _____
E2b. Location		Page & Note _____
E2c. Bases		Page & Note _____
E2d. Coordination with Planting Plans		Page & Note _____
E2e. Illumination Levels		Page & Note _____
E2f. Luminaries		Page & Note _____
E2g. Mounting Heights		Page & Note _____
E2h. Period or Historical Fixtures		Page & Note _____
E2i. Adjacencies		Page & Note _____

F. Pedestrian Space Lighting

F2a. Heights		Page & Note _____
F2b. Luminaries		Page & Note _____
F2c. Illumination Levels		Page & Note _____
F2d. Decorative		Page & Note _____

G. Building Façade & Landscaping Lighting

G2b. Levels		Page & Note _____
G2c. Façade		Page & Note _____
G2d. Landscape Lighting		Page & Note _____
G2e. Bands of Lights		Page & Note _____

H. Gas Station, Convenience Store & Drive-Through Lighting

H2a. Light Levels under Canopies	Page & Note _____
H2b. Parking Areas	Page & Note _____
H2c. Canopy Luminaries	Page & Note _____
H2d. Fascia	Page & Note _____