



# SYNERGY PARK AT ELDER LAKE

# DEVELOPMENT STANDARDS



**KILGORE ECONOMIC DEVELOPMENT  
CORPORATION**

**Kilgore, Texas**

**Restated  
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**1.0.0 Introduction**

**1.1.0 Objectives**

These standards are established for the use of the Property Owners, the Development Review Board and their design and construction professionals. They provide the basis for review and approval of design and construction documents intended for new construction, additions and renovations affecting building exteriors and site elements within Synergy Park.

**1.1.1 Definitions**

The remainder of these standards will refer to the Development Review Board as DRB.

- "Improvements" are any visible changes to the property including, but not necessarily limited to, construction of buildings, parking areas, roadways, walkways, walls, fences, signs, utilities, landscaping, or additions to, renovations to or demolition of any of those features and protuberances.
- "Owner" is the owner of any Lot within Synergy Park or a duly authorized representative of that Owner who is proposing improvements to the site.
- "Consultants" are Architectural, Civil, Landscape, Interiors, Structural designers and/or construction professionals hired for their special expertise.
- "Development Standards" is this complete document with all text, diagrams, drawings and schedules.
- "The Board" shall be the President, Vice President and Secretary/Treasurer of the Synergy Park Property Owners' Association.

The definitions contained in the Development Covenants of Synergy Park shall have the same meaning in these documents.

**1.1.2 Property Subject to these Standards**

All property within Synergy Park is subject to the provisions of these standards. The Owner of each Lot is fully responsible for compliance with these standards. No improvements may proceed within the boundaries of Synergy Park without prior review and written approval by the DRB and the Building Department of the City of Kilgore that the proposed improvements are in compliance with these standards. Refer to the following Development Site Plan (1.1.8).

**1.1.3 Amendments**

The DRB may amend or supplement these standards at any time. However, all improvements must comply with all provisions of the Development Standards current at the time of written DRB approval of the proposed improvements.

**1.1.4 Enforcement**

The DRB has the right, but not the obligation, to enforce these development standards. Such enforcement shall include any civil legal or equity proceedings against any Person or Persons who are violating or attempting to violate these development standards, supplementary standards or amendments to these development standards. Any failure of the DRB to enforce these standards does not constitute acceptance of any deviations from them or, in any way, limit or prevent the DRB from later pursuing enforcement.

**1.1.5 Liens/Severability**

Violation of, or failure to comply with, any provisions of these Development Standards shall not affect the validity of any mortgage, lien, or similar encumbrances on the property. Invalidation of any provision or provisions of these standards by a Judgment or Court Order shall not invalidate any other provision or provisions, which remain in full force and effect.

**1.1.6 Approvals**

No DRB approval of any improvements shall be binding unless in writing. No DRB approval shall supersede that of any city, state or Federal law, statute or code having authority over the

design or construction process. The Owner shall submit any improvements for any review and approval of any legal and building code authority having jurisdiction over the Work. No improvements may begin until approved by all authorities having jurisdiction over the Work, including the DRB.

**1.1.7 Exceptions and Exclusions**

Ordinary maintenance, repairs, replacements in kind, and interior modifications that do not affect the safety, security, structural integrity, or exterior appearance of the property or any improvements on the property are expressly excluded from these standards.

No provision of these Development Standards supersedes any provision of the **Development Covenants of Synergy Park (Covenants)**. Any apparent conflicts between the two documents shall be decided in favor of the **Covenants**.

In the event of a conflict between the provisions of these Development Standards and the current edition of the City of Kilgore Zoning Ordinance, the better quality or greater quantity shall be required.

The DRB review and approval is limited to compliance with these standards. Whenever these standards conflict with local, state, or federal codes, laws and ordinances or with any practice of good and prudent Architectural design, Engineering design or Construction comply with the more restrictive requirement or practice.

**1.1.8 Development Site Plan**

All development within Synergy Park requires that a development site plan be submitted, reviewed and approved by the DRB prior to commencement of construction, renovation, remodel or expansion. Specific requirements for submittal are located in Section 2.5.0.

**2.0.0 Development Review Board**

**2.1.0 Objectives**

The DRB has been established to implement these standards, in order to ensure consistent quality and integrity of Synergy Park.

**2.2.0 Costs**

The Owner shall pay any required fee amounts for DRB plan review and fees for necessary permits issued by the Building Department of the City of Kilgore.

**2.3.0 Duties**

The DRB will:

Administer the review, approval and other processes for property improvements within Synergy Park.

Provide the Owner with copies of the Improvement Submittal Form required in these processes.

Review and approve the Owner's submittals (or provide the Owner with review comments) in a time not to exceed fourteen (14) working days without written notice to the Owner.

*Exception:* in fast track projects the DRB will provide a written response of approval or comments in seven (7) working days.

Establish any fee amounts for review, approval or other procedures.

Be available on a reasonable basis during normal office hours to provide advice and assistance to Owners in achieving compliance with these standards and adherence with procedures.

Authorize in writing any variances to the requirements of these Development Standards.

Recommend to the Board any modifications to these standards it deems necessary due to changes in conditions or building technologies.

Observe the construction of the improvements directly or through the use of Consultants, to determine compliance with these standards. Any failure to identify non-compliance in review of the Owner's submittal or the construction of the improvements does not relieve the Owner of any responsibility for full compliance with these standards.

**2.4.0 Membership**

The DRB will consist of five (5) members who will each serve a two-year term. The Chair of the DRB will be elected by the DRB members. The members of the DRB will consist of the following:

President of the Kilgore Economic Development Corporation (KEDC) or the President's designee

One member of the Board of Directors or the Advisory Board of the Kilgore Economic Development Corporation

The Executive Director of the Kilgore Economic Development Corporation

Two property owners in Synergy Park (including KEDC) to be appointed by the Board of the Synergy Park Property Owners' Association.

When seventy-five percent of the number of Lots in Synergy Park has been conveyed to owner/occupants, the membership of the DRB shall be as follows:

President of the Kilgore Economic Development Corporation

One member of the Board of Directors or the Advisory Board of Kilgore Economic Development Corporation or the Executive Director of the Kilgore Economic Development Corporation

Three Owners in Synergy Park to be appointed by the Board of the Synergy Park Property Owners' Association

The Board of the Synergy Park Property Owners' Association may contract or direct the DRB to contract with one representative each from professional engineering and/or architectural consulting firms to serve as technical advisors for the Plan Review process.

**2.5.0 Procedures**

Owners shall submit documents in accordance with the following procedures, or as otherwise directed by the DRB. Do not submit documents for ordinary maintenance, repairs, replacements in kind, and interior modifications unless they affect the safety, security, structural integrity, or exterior appearance of the property or any improvements on the property. Contact the DRB to resolve any question of procedure, clarification of compliance requirements, or to obtain copies of the Improvement Submittal Form. It is strongly recommended that the Owner complete the DRB submittal review process prior to submitting documents for governing agency review and approval. Upon completion of the DRB review process, the Owner shall submit documents to the Building Department of the City of Kilgore for all necessary permits.

**2.6.0 New Construction**

At least thirty (30) working days prior to starting any improvements on the property, the Owner shall submit design documents describing the proposed improvements. That submittal shall include full design development drawings in 24"x36" or 30"x42" format including phasing plans, floor plans, elevations, sections, diagrams, and sitework development plans (site, grading, drainage, erosion control, utility, landscaping and irrigation plans) and outline specifications in 8-1/2"x11" format to the DRB along with the Improvement Submittal Form. The Owner shall clearly indicate any deviations from these standards in the Improvements Submittal Form. The DRB will require a minimum of four (4) copies of all submittal documents for review as well as a digital or electronic file in PDF format of all items submitted

The DRB will review the design for compliance with these standards and notify the Owner within fourteen (14) working days of any discovered non-compliance.

The Owner shall make any changes to the design of the improvements necessary for full compliance and then submit complete construction documents including detailed plans, elevations, sections, schedules, and specifications and all construction details along with the Improvement Submittal Form. These construction documents shall be prepared and sealed by Architects, Landscape Architects, Civil Engineers and/or Structural Engineers licensed to practice by the State of Texas. The Owner shall clearly indicate any deviations from these standards in the Improvements Submittal Form.

The DRB will review the submitted documents for compliance with these standards and notify the Owner within fourteen (14) working days of any discovered non-compliance.

The Owner shall make any changes to the design of the improvements necessary for full compliance before beginning any improvements on the property.

**2.7.0 Renovations and Additions**

Follow the procedure for new construction, item 2.6.0, above, but indicating whether the improvement is a renovation or an addition in the Improvement Submittal Form.

**2.8.0 Record Documents**

The Owner shall submit Record Documents of the improvements within thirty (30) calendar days of the Owner's beneficial occupancy or use of the improvement. These will include, as accurately as reasonably possible, locations of all above ground utilities, underground utilities (including irrigation lines), buildings, structures, paving areas, roadways, driveways, walkways, landscape features and civil protuberances or devices. These documents shall be blue-line, black-line or other clear, readable copies in 24"x36" or 30"x42" format and a digital or electronic copy in PDF format of all Record Documents to be held in DRB files for its future reference and use. The Record Documents may be produced by amending the original sitework construction plans with as-built notes, measurements and other information provided by the contractor(s), or may be the result of an on-the-ground survey performed by Registered Professional Surveyor.

**2.9.0 Variances**

By indicating deviations from these standards in the Improvements Submittal Form, the Owner is requesting a variance or assistance in obtaining compliance. The DRB, at its option, may allow such deviations by so indicating in the review response portion of the Improvements Submittal Form. This will constitute an approved Variance to these standards.

The DRB may also approve variances by so indicating in the DRB Observation Report.

The DRB's specific approval of any variance from any of these standards does not constitute any approval of any other variance from that standard or any other of these standards in the past, present or future.

**2.10.0 Approvals**

The DRB's approval of any document submittal of proposed improvements or actual property improvements constitutes its understanding that those improvements are in compliance with these development standards only and neither warrants nor implies any other meaning or use of these documents.

These approvals will be indicated in writing in either the Improvement Submittal Form or the DRB Observation Report. Refer to 2.12.0 and 2.13.0.



**2.11.0 Fast Track**

As an alternative to paragraphs 2.6.0 and 2.7.0, above, the Owner may submit documents of proposed improvements for review at least fourteen (14) working days prior to the start of construction of the improvements. The Owner shall notify the DRB of the need for an accelerated review by so indicating in the Improvement Submittal Form. In that case, the DRB will review and approve or provide written comments in seven (7) working days.

The DRB may require an additional fee for such accelerated review.

2.12.0 PROPERTY IMPROVEMENT SUBMITTAL FORM



**SUBMITTAL FORM**

Date: \_\_\_\_\_

Property: Lot Number \_\_\_\_\_, Block \_\_\_\_\_

Type of Improvements:

- New Building(s)
- Addition of Existing Building(s)
- Renovation of Existing Building(s)
- Landscaping or Sitework
- Other: \_\_\_\_\_

NOTE: You are not required to submit a form if you are only making repairs, doing maintenance or making a replacement-in-kind of existing features.

Construction start date: \_\_\_\_\_

Fast Track       Yes       No

Date of move in: \_\_\_\_\_

The following documents (EXHIBIT A) are attached: *(Mark all that apply.)*

- Design Drawings, Outline Specifications, Schedule and Budget
- Construction Drawings (including Site Plan, Floor Plan(s), Elevations, Sections and Details) and Product Specifications
- Record Documents showing completed Construction Work

I hereby certify that, to the best of my knowledge and understanding, these documents are:

- Complete and in full compliance with all provisions of the Development Standards of Synergy Park.

OR

- In compliance with all provisions of the Development Standards of Synergy Park except that I request a variance for the conditions indicated in attached EXHIBIT B.

NOTE: Provide a list of any known deviations from the Development Standards, the reasons for each deviation, and any mitigating factors.

These documents are submitted for review and approval of the Development Review Board of the Kilgore Economic Development Corporation.

\_\_\_\_\_  
Property Owner or Authorized Representative  
*(Attach a letter of authorization.)*

\_\_\_\_\_  
Date

**DRB REVIEW:** *(Applicant, do not write below this line.)*

We have carefully reviewed the submitted documents and they are:

- approved without exception, proceed.
- approved based on the attached list of required changes.
- returned for correction/completion based on the attached list of required changes.

\_\_\_\_\_  
DRB Representative

\_\_\_\_\_  
Date

2.13.0 DRB Observation Report



**PROPERTY IMPROVEMENT  
FIELD REPORT FORM**

Date: \_\_\_\_\_

Property: Lot Number \_\_\_\_\_, Block \_\_\_\_\_

Type of Improvements:

- New Building(s)
- Addition to Existing Building(s)
- Renovation of Existing Building(s)
- Landscaping or Sitework
- Other: \_\_\_\_\_

Present at Site: \_\_\_\_\_

Work is:

- Under Construction
- Completed

Observations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The observed work appears to:

- be in accordance with development standards, no action is required
- deviate from the development requirements, make the following corrections or changes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cc: Owner  
Project File

\_\_\_\_\_ DRB Representative

**3.0.0 Architectural Design Standards**

**3.1.0 General Requirements**

One objective of these Architectural Design Standards is to develop and maintain a consistent quality of design and construction throughout Synergy Park. This will generally be achieved by limiting the selection of building materials and components to a compatible range and by screening potentially objectionable elements from public view.

Another objective is to provide safe and attractive facilities that can and will be readily maintained in a working business and industrial environment. Light colors are intended to reduce utility costs and emphasize the glazing, entrance and landscape elements. Painted trim and other colors shall be tasteful and coordinate with the general color scheme of the development.

The overall color scheme for each building shall be submitted to the DRB for review and approval.

**3.2.0 Building Materials**

**3.2.1 Design Intent/Material Standards**

Materials are selected to be durable, attractive and compatible. Avoid materials and features that change or degrade greatly over time. The requirement for ongoing maintenance is also a major concern. There is no intent to limit selections to any one manufacturer's products. If comparable quality of finish, color and durability material can be obtained from another source, it will meet these standards.

**3.2.2 Exterior Stairs and Structures**

All exterior canopies, stairs, frames, pergolas, and other exposed features shall be supported by a concrete, steel or aluminum structure with similar steel or aluminum handrails, balusters and guardrails. Any floors and pans shall be galvanized steel with concrete fill or pre-cast concrete.

**3.2.3 Exposed Metals**

Roofing panels shall be factory finished to match any of the following colors: (Berridge colors are used as a basis of design, but other manufacturers are acceptable) Copper-Cote, Parchment, Shasta White, Forest Green, Terra-Cotta, Colonial Red, Teal Green, Royal Blue, Bristol Blue, Galvalume, Zinc Grey, Sierra Tan, or Hartford Green. Additional colors shall be submitted to the DRB for review.

Roofing panels shall be standing seam or "R" panels.

Wall panels are preferred to be, but not limited to factory finished white, gray, green, or tan. Submit color to DRB for review and approval if color is different from those listed herein. Wall panels may be flat panels with vertical or horizontal reveals, or multi-rib panels.

All exposed metal trim, window mullions, downspouts, flashing or door frames shall be clear anodized aluminum or factory finished aluminum or galvanized steel.

All factory finished metals shall be a Kynar or other durable finish warranted not to fade or wear for 20 years of normal use.

**3.2.4 Exterior Walls**

Finished wall surfaces shall be limited to architecturally finished concrete tilt-wall, architecturally finished precast concrete factory finished metal panels, limestone, brick or glazed brick masonry, concrete masonry units, or glazing systems in authorized colors only.

Tilt-wall site cast and precast concrete shall be colored. Suggested colors include, but are not limited to, white or cream to match limestone; red or reddish brown to match the stone on the bridge at Elder Lake.

Combination of finished concrete tilt-wall, architecturally finished precast concrete, brick or glazed masonry and stone shall consist of a minimum of 15% of total exterior wall and 90% of non-glazed system wall surface of front elevation at main entrance.

**3.2.5 Glazing**

All windows shall be double glazed systems with outer panes of energy efficient low-e glazing with an inner pane tinted gray or green. Clear glazing or other colors must be submitted to and approved by the DRB.

Reflective glazing, including reflective glass block may be used as an accent only and shall not exceed 5% of the surface of any wall and shall not exceed 100 Square Feet on any building.

**3.2.6 Masonry**

Stone shall be of natural colors with flush mortar joints in a color that compliments the stone. Synthetic stone is acceptable so long as the colors match those of natural stone.

Brick cannot be painted.

Glazed brick shall be white, black, gray, orange or red with either flush or horizontal tooled mortar joints in white or gray as appropriate.

Concrete masonry units (concrete block) may be used in service areas, out of general public view, or decoratively, if smooth and split faced are used in a pattern and only in colors to match the following Featherlite mixes:

Limestone, Pewter Lone Star Grey or Red Brick

Standard gray concrete block and fluted concrete block of any color shall not be used in general public view from a right-of-way.

**3.2.7 Roofing**

Roofing shall be factory finished, light colored standing seam or "R" type metal panels with a minimum slope of 1" per foot; single ply membranes, if visible, shall be white or gray; modified bitumen or 5 ply built-up roofing with white gravel ballast at a minimum slope of 1/4" per foot. All exposed roof mounted equipment, flashing, piping, conduit and vents on all exposed roofs shall be finished to match the roof surface unless screened from public view.

**3.2.8 Wood**

All exposed wood shall be limited to main entry doors, door frames, door trim, window mullions, and decorative roof soffits. Wood siding and wood shingles shall not be installed as veneering material or roofing. No wood shall be exposed on buildings unless it is treated for exterior use, and protected from direct sun and rain by an overhang. All exterior wood on buildings shall be painted, stained and sealed or clear finished and then only with the expressed, written approval of the DRB.

**3.2.9 EIFS**

This wall system is permitted for use in Synergy Park provided that it is installed and maintained in strict accordance with the manufacturer's instructions. EIFS used in Synergy Park must have the final exposed color integral to the entire thickness of the topcoat. Exterior walls finished with EIFS should have the bottom of the EIFS a minimum of six inches above final grade. A fiber reinforced cement plaster (stucco) system will also be acceptable, but is not encouraged for use in truck traffic areas.

**3.2.10 Synthetics**

Use of new technologies and materials such as composite wood and plastics, as well as existing technologies and materials used in innovative ways to achieve the objectives of these standards, is encouraged. Provide product data and samples, including color samples, to DRB for evaluation and specific, written approval prior to any use on the property.

**3.3.0 Trash Receptacle Screens**

Include an enclosure for the refuse, trash, and compactors of each building, group of buildings or separate business enterprise to be accommodated on the site. This enclosure shall screen from any public view all storage, handling, processing moving and disposal of trash and other waste products. The enclosure shall be masonry, stucco, metal, or other opaque materials compatible with the materials used on the exterior of the building(s). Wood screening fences are not allowed. See Site Diagram No. 4.1.9.2.

**3.4.0 Roof Drainage**

All structures shall provide positive drainage from each building by means of sloped roofing surfaces, roof drains to internal rainwater leaders, and/or exterior downspouts. These shall terminate in underground drainage lines or in concrete splash blocks sized to prevent erosion or damage to plant materials. All rainwater products shall be sized appropriately for a 25-year rainfall and, where exposed, be made of anodized aluminum or pre-painted galvanized steel.

**4.0.0 Site Planning Standards**

**4.1.0 Objectives**

Provide a safe, orderly and attractive environment for Synergy Park.

**4.1.1 Setback Yards**

Setback Yards define the limits on the property for construction of buildings and walls, columns or posts that support a roof, or any paved surface used for vehicular maneuvering (i.e. parking lots, drives, etc.). The minimum setback yards from property lines are as follows:

Along any street in Synergy Park -	30'
Common with adjacent property within Synergy Park -	10'
Common with adjacent rear property within Synergy Park -	10'
Common with adjacent property outside the boundaries of Synergy Park -	20'

When two or more conditions apply, the greater or greatest minimum shall govern. Refer to site diagram no. 4.1.9.1.

**4.1.2 Building Orientation**

Conditions may vary for any particular piece of property, but generally front the main building on the street of the property address. Locate service yards, trash areas and materials or equipment storage to the side or rear of the property, away from street view. Refer to site diagram no. 4.1.9.1.

**4.1.3 Buffering**

A 30' wide landscape buffer shall be provided along any property line where adjacent property is any occupancy other than industrial or along any property lines at the perimeter of Synergy Park. The landscape buffer shall consist of an 8' wall or 8' fence constructed out of masonry or modular concrete. The landscape buffer shall also include 1 tree and 10 shrubs per 50 linear feet. Refer to site diagram 4.1.9.2.

In lieu of an 8' high fence, an earthen berm may be used. The berm shall be no more than 6' in height and no less than 4' in height, and at no point shall have a slope greater than 4:12. Any earthen berm shall be landscaped with turf or groundcover and

appropriately irrigated per the landscape requirements outlined in these design guidelines.

**4.1.4 Walkways**

Provide concrete walkways 5' wide minimum from parking areas to building entrances and 5' wide asphalt walkways where required in Service Yards, etc.

**4.1.5 Service Yards and Open Storage Areas**

Service Yards include materials or equipment storage areas, and staging areas. These areas are to be screened from public view from Synergy Blvd. with landscaping or a wall of permanent construction from material similar to the building palate. The service yard shall be set back ten (10) feet from the front face of the building. The design and materials shall be approved in writing by the DRB. Any screening wall shall be of a height at least equal to that of the materials or equipment being stored, but in no event shall be less than six feet and have a maximum height of twelve feet. Location of all outside storage shall be limited to the rear two-thirds of the site, and shall be approved in writing by the DRB. Walls facing the street of adjacent parcels shall be softened with landscaping as approved by the DRB. Refer to site diagram No. 4.1.9.2.

Truck docks, loading and unloading areas may not be used for storage longer than twenty-four hours unless screened from public view from Synergy Blvd. with landscaping and/or a wall of permanent construction from material similar to the building palate.

Storage tanks (including water storage), processing equipment, trash containers, maintenance facilities, mechanical systems, and trucks based on the premises shall either be housed in closed buildings or otherwise screened from public view in a manner architecturally compatible with the building and approved in writing by the DRB. Such screening shall include landscaping and/or permanent fences of solid materials similar to the building and be located as far from the front and side property lines of the site as reasonably possible.

**4.1.6 Fencing**

Any fencing on the property shall be opaque with materials and colors consistent with the design of the project. In addition to or as an alternative, provide continuous screening with an evergreen hedge to block sight lines into service yards or areas. Chain-link or security-type fencing may be used but must not be visible from Synergy Blvd. It may be screened with an evergreen landscape buffer so as the chain-link fence is not visible through the landscape screen buffer at any time.

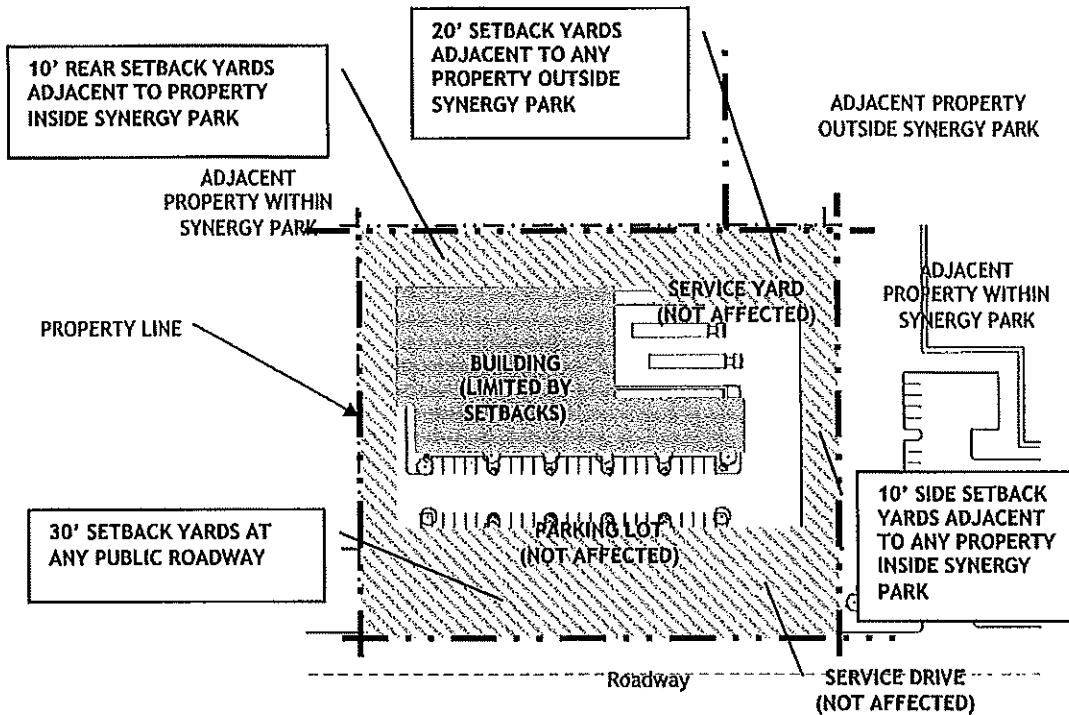
**4.1.7 Retaining Walls**

When retaining walls are required by changes in grading, provide suitable materials such as drystack limestone, precast concrete or concrete block designed for that specific use. Rail road ties and "Wolmanized" or other treated lumber or wood are not suitable materials, however, some wood composite materials may be used. Provide complete product information and samples any such proposed materials to DRB for review.

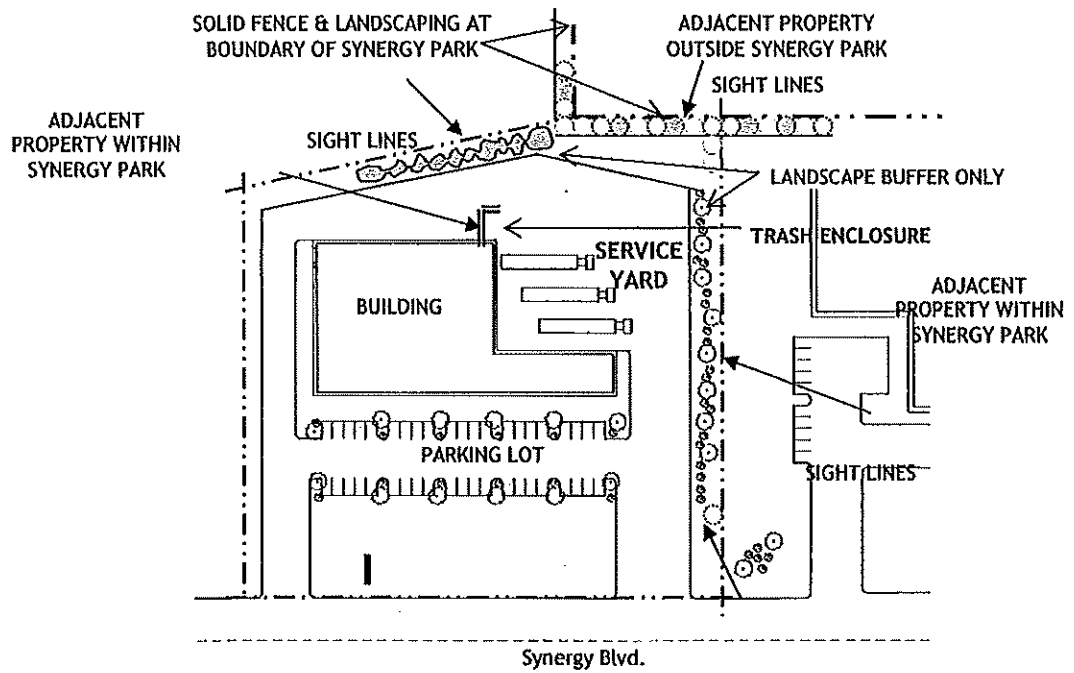
**4.1.8 Underground Utilities**

All building utility lines shall be placed underground from the tap or connection through penetration into the building, inclusive.

4.1.9 Site Diagrams



**1 TYPICAL MINIMUM SETBACK YARDS**  
 NO SCALE



**2 BUFFERING TO BLOCK SIGHT LINES**  
 NO SCALE



4.2.0 Parking and Drives

4.2.1 Paving Materials

All paving shall be (a) reinforced concrete or (b) asphalt with gravel or lime stabilized base. Areas subject to automobile traffic only shall be designed for minimum 50,000 Equivalent Single Axle Loads (ESALs) and large truck traffic areas, including any required fire truck access areas, shall be designed for minimum 250,000 ESALs .

4.2.2 Driveways

Provide asphalt or concrete paving with concrete curbs and gutters. Driveways for passenger vehicles shall comply with fire lane requirements of the City. Where large truck access is required, provide 25' wide drives with minimum turning radius of 36'.

4.2.3 Parking Areas

Parking areas shall be asphalt or concrete paving with concrete curbs and gutters.

Within parking lots, landscape areas should be located to define parking areas and assist in clarifying appropriate circulation patterns. A landscape island shall be located at the terminus of all parking rows. There shall be a minimum of 1 canopy tree planted in a parking island for every ten (10) parking spaces. Each landscape island shall contain a combination of shrubs, groundcover and mulch or solid turf and have a minimum width of 8'.

All parking spaces shall be a minimum of 9'-0" wide by 20'-0" deep; parking striping shall be 4" wide white, standard paving paint. Provide a concrete wheel stop or a 7' wide sidewalk along the curb. Handicapped spaces shall be provided to ADA and code requirements. Provide all signage, striping, curb cuts and ramps required for ADA compliance.

Refer to Parking Diagram 4.2.6 for an example of parking requirements.

4.2.4 Minimum Parking Requirements

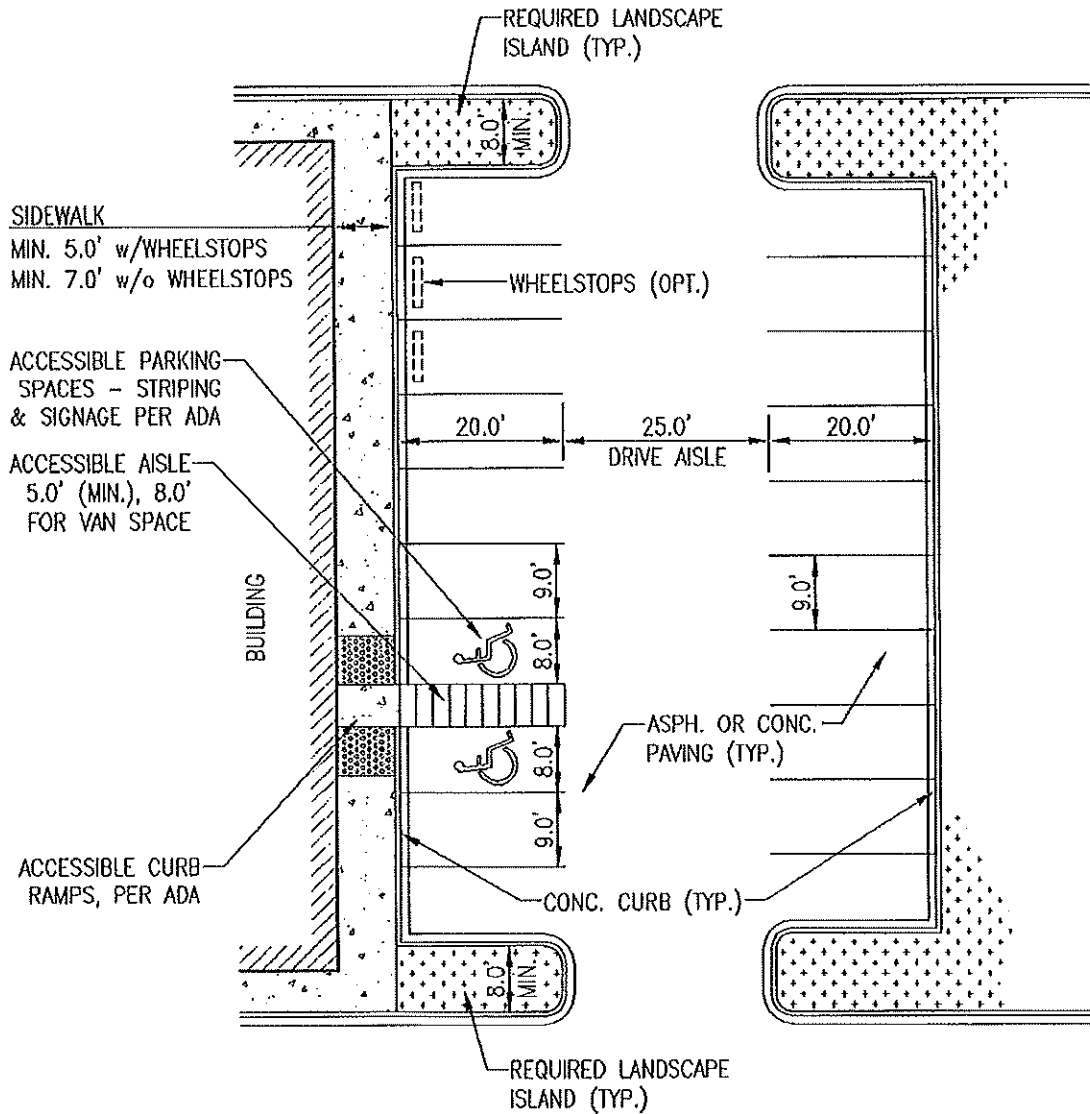
Office and Showroom	1 space per 300 SF
Manufacturing	1 space per 1000 SF
	Or 1 spaces per 5 shift workers, whichever is greater
Warehouse	1 space per 1000 SF up to 20,000 SF
	And 1 space per 2000 SF of 20,001 to 50,000 SF
	And 1 space per 4000 SF of 50,001 SF or more

Parking must meet the requirements in the City Code and/or this section, whichever is more restrictive.

4.2.5 Minimum Off-Street Loading Requirements

1 - 10' x 25' loading space per 20,000 SF of floor area in excess of 3000 SF

4.2.6 Parking Diagrams



TYPICAL PARKING STALLS

**4.3.0 Site Lighting**

**4.3.1 Objective**

The intent of these lighting standards is to provide safe, attractive and economical access around the site. All lamps shall be mercury vapor only. Site lighting shall comply with IES recommendations to minimize light pollution.

**4.3.2 Building Exteriors**

Building walls may be lit with up lights in the landscape or with down lights in soffits, walls or fences.

**4.3.3 Site Signage**

All building or tenant identification signage shall be lit with up lights which, if visible from the street, shall be screened from view by either the landscaping or materials compatible with the sign.

**4.3.4 Pedestrian Walkways**

Pedestrian walks may be lit with bollard lights in the landscape or with down lights on 12' poles, walls or fences.

**4.3.5 Parking and Driveways**

Parking areas and driveways may be lit with up lights in the landscape or with down lights on 30' poles, fences, walls or in building soffits. Lights on poles shall have a total cutoff above 90 degrees to minimize light pollution.

**4.3.6 Landscape Accent**

Landscape features and trees may be lit with up lights in the landscape or with down lights in trees or on walls or fences. Refer to the following Lighting Diagram No. 1

**4.3.7 Service Yards**

All service yards for truck or work activity including loading, unloading, turnarounds and maintenance shall be lit with down lights on 30' poles and/or in building soffits, on walls or on fences. Lights on poles shall have a total cutoff above 90 degrees to minimize light pollution.

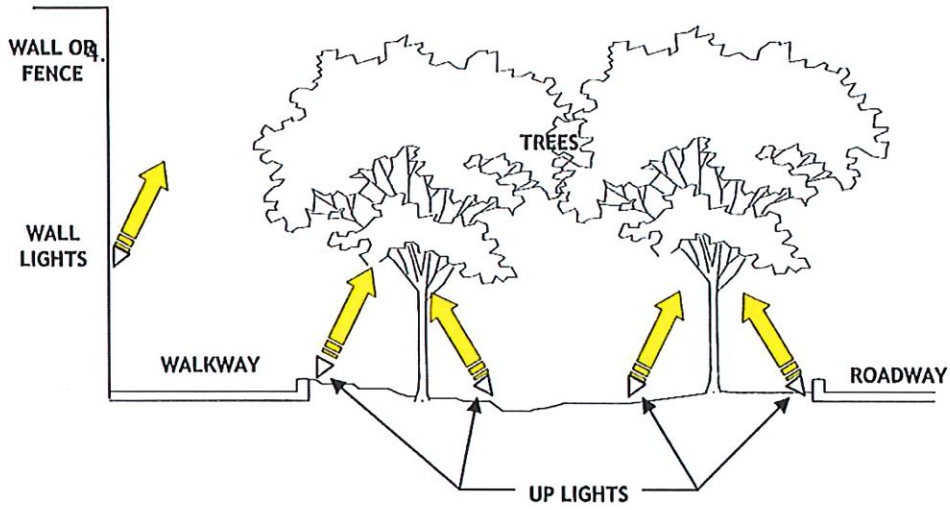
**4.3.8 Recommended Minimum Requirements**

The minimum light level, as measured in foot-candles on the surface of the material, shall be:

Pedestrian walkways and service stairs .....	1 FC
Employee and visitor parking areas .....	1 FC
Driveways and service drives .....	2 FC
Service yards with truck access or work activity .....	2 FC
Building entrances visitor stairs.....	2 FC
Outdoor emergency assembly areas, ladders or ramps .....	1.5 FC

The maximum ratio between the minimum lighting level and the average lighting level shall not exceed 4:1. The minimum light level anywhere along a nighttime egress path shall be at least 0.1 foot-candle.

4.3.9 Lighting Diagrams



**1** TYPICAL ACCENT LIGHTING FOR LANDSCAPE  
No Scale

4.4.0 Site Signage

4.4.1 Purpose

The purpose of this sign criterion is to create a graphic identity that is individual and distinctive in identity for the Tenant and also compatible with other signs in the business park. The total concept should give an impression of quality and professionalism and instill a good business image. Lettering should be well proportioned and its design, spacing and legibility shall be a major criterion for approval.

The Synergy Park DRB shall make all final determinations concerning any questions of interpretations of this sign policy.

4.4.2 General Requirements

Signage shall be limited to permanent signs required for building and tenant identification, accessibility and traffic control. While the following guidelines are to be used for the design of signage, in all cases, final written approval must be obtained from the DRB prior to the manufacture or installation of any signage, including temporary signs, and must meet all applicable governmental regulations and permit requirements. Written approval and conformance with these specifications does not imply conformance with local City and County sign ordinances. The sign company must check with local authorities to avoid non-compliance with local codes.

The location, size, color and construction of signs will be in keeping with the standards of the project. No rooftop signs, box signs or signs with exposed neon tubing will be permitted. No signs or any other contrivance shall be devised or constructed so as to rotate, gyrate, blink, move or appear to move in any fashion.

4.4.3 Monument and Tenant Identification Signs

All Monument and Tenant Identification signs shall be located no closer than thirty (30) feet from the curb-line of the roadway. Provide signs in one of the two sizes indicated in Signage Diagrams 4.4.7.1 and 4.4.7.2, as appropriate for the number of tenants with maximum letter size of 8". Street address numbers will be an integral part of the site design. If sign is perpendicular to roadway, it must be double-sided.

4.4.4 Handicap Accessibility Signs

Provide all required handicap accessibility signage including parking space identification signs and, where required, directions to an accessible entrance. Comply with all requirements of the Americans with Disabilities Act of Congress and Texas Accessibility Standards.

4.4.5 Other Exterior Signs

Provide traffic direction signage either painted on the paving or standard metal traffic signs on poles.

Signs on buildings shall be limited to individual letters or company logo attached to the wall surface or cast into the wall material. These letters shall be no more than 30" high and of materials, colors and spacing specifically approved by the DRB in writing.

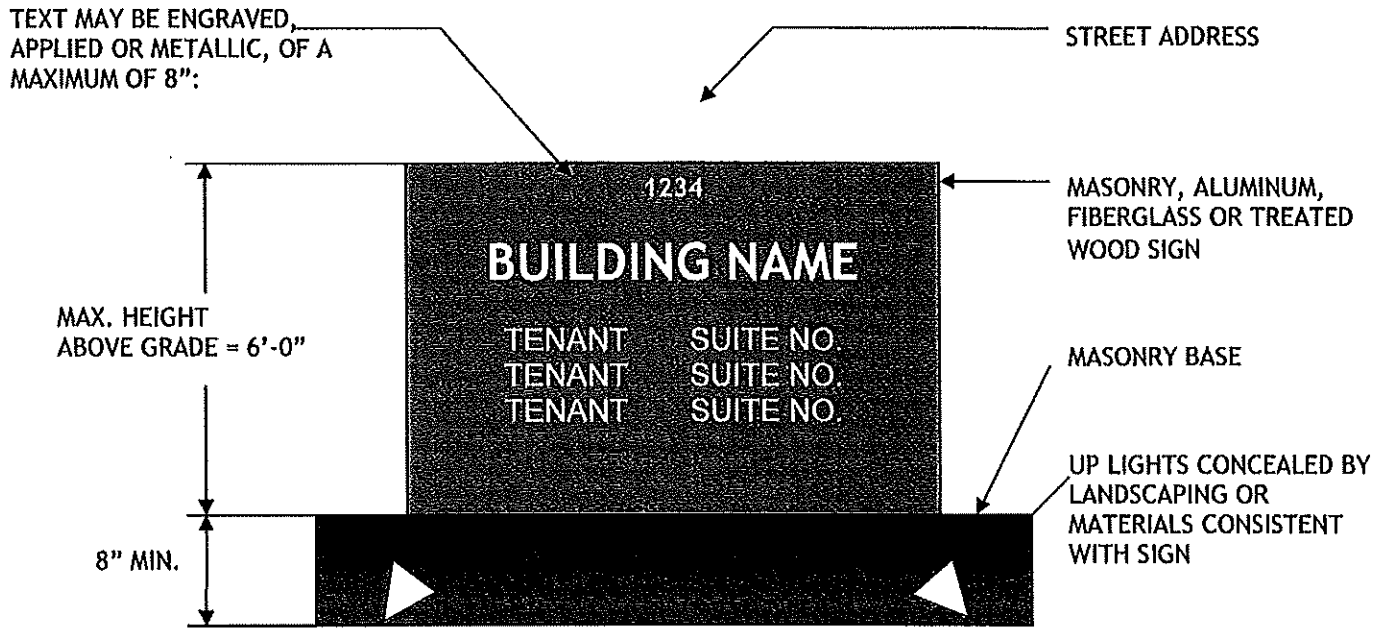
Smaller informational signs may be installed on the rear of the building with black manufactured letters up to 8" tall located on a white field and may be illuminated. See Rear Sign Examples 4.4.8.1 and 4.4.8.2 which follow.

Property seller's temporary signs shall be of a size and type approved by the DRB.

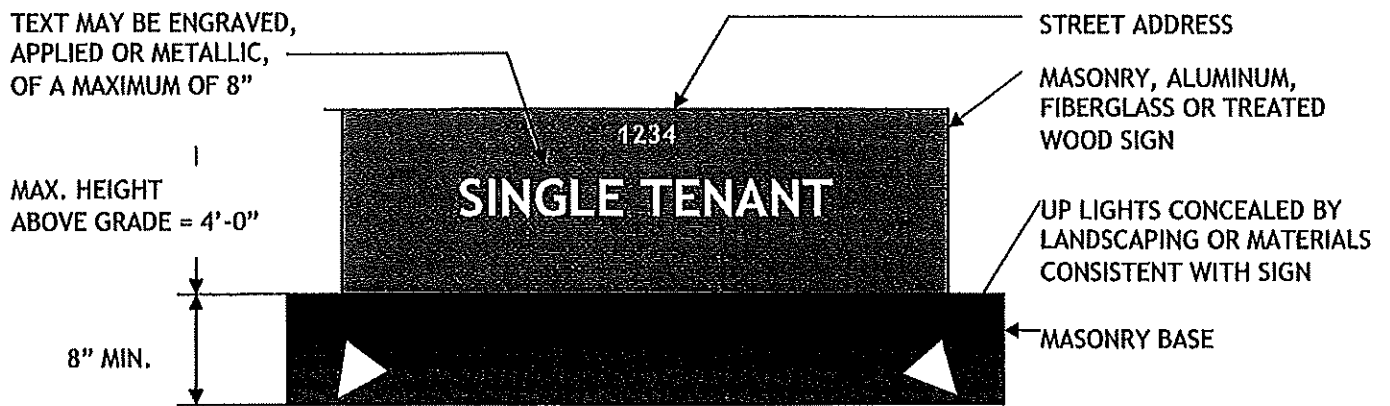
4.4.6 Window Signs

Window signs located at the formal entrance to the business may be non-illuminated with maximum 8" tall letters. Sign must be mounted from the interior side and not directly attached to the glazing. Exception: Suite address numbers up to 8" tall, white letters adhered to glazing. Logo signs on windows must be less than 30".

4.4.7 Signage Diagrams

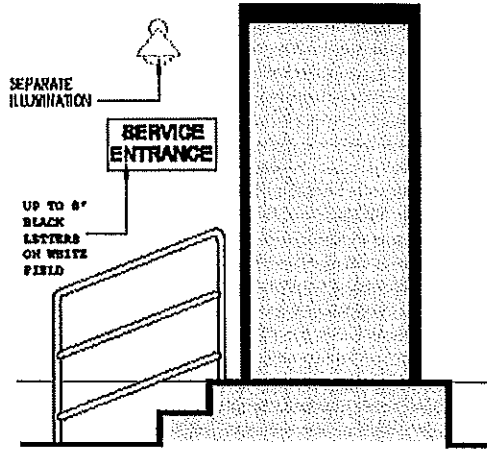


**2 TENANT IDENTIFICATION SIGN - TYPE 1**  
 NO SCALE

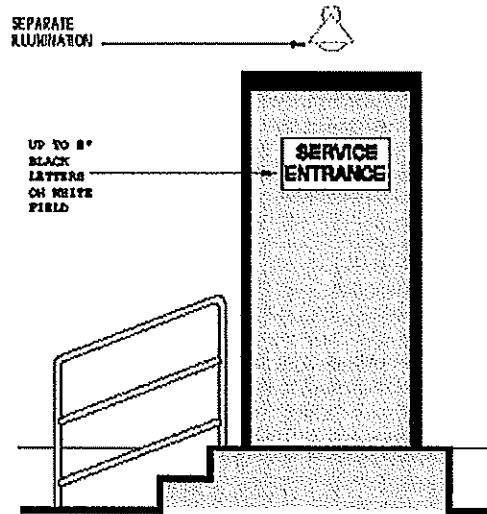


**1 TENANT IDENTIFICATION SIGN - TYPE 2**  
 NO SCALE

4.4.8 Other Exterior Sign Diagrams



REAR SIGN EXAMPLE 1



REAR SIGN EXAMPLE 2



**5.0.0 Landscaping Standards**

**5.1.0 General Requirements**

**5.1.1 Objectives**

Provide a safe, secure and attractive site that is easy to maintain and drought tolerant.

**5.1.2 Existing Trees**

Preserve existing trees to the greatest extent possible.

**5.1.3 Minimum Requirements**

At a minimum, provide grass or ground cover to hold the soil in all unpaved areas of the site. Provide all landscape screening and berms required by these standards.

A minimum of 5% of the entire site shall be devoted to Landscape Area. For every 1200 square feet of required landscape area one (1) canopy tree and ten (10) shrubs shall be provided.

**5.1.4 Front Yard**

The front yard area shall consist of the area between the street landscape area and the paving setbacks, including berms and swales. This 30-foot setback should be planted in specified grasses and groups of the trees.

**5.1.5 Association Mowing Zone**

The Association Mowing Zone shall consist of a 30-foot wide area setback from the back of the concrete curb at the front of each lot. This 30-foot wide area shall be mowed regularly by the Property Owner's Association.

**5.1.6 Sight Lines**

Use landscaping as screening materials according to the following groupings and diagrams. Landscape treatment shall not interfere with sight line requirements at street or driveway intersections as required by the City or State.

**5.1.7 Screening and Fencing**

Provide landscaping and fencing along any property lines that bound Synergy Park, where adjacent to service yards, storage areas or trash or refuse containers. Where available, a minimum 30 feet wide undisturbed landscape buffer, containing sufficient number and density of existing canopy and understory trees to provide visual screening, may be accepted by the DRB in lieu of any perimeter screen fencing as required herein or elsewhere in these Development Standards. Landscaping or other screening acceptable to the DRB shall be provided between residential sites and other incompatible land use areas such as schools, day care facilities, etc.

**5.1.8 Earthen Berms**

Provide berms to screen parking areas and separate them from the roadways. The average height of the berms shall be not less than two (2) feet, nor more than five (5) feet. A minimum 20 feet wide undisturbed landscape buffer, containing sufficient number and density of existing canopy and understory trees to provide visual screening, may be accepted by the DRB in lieu of earthen berms.

**5.1.9 Landscape**

A. Landscape Plant Material Requirements: All plants shall equal or exceed the following measurements when planted:

1. Tree measurement: single trunk canopy and understory trees shall be measured by caliper size one foot (1') above ground level. Multi-trunk trees shall be measured by the height of the tree.
2. Minimum Sizes: single trunk canopy and understory trees shall have a minimum caliper of 3". Multi-trunk trees shall have a minimum height of 8'. Shrubs shall be a minimum of 3 gallons, have a minimum height of 24" and shall be planted 1 every 4' on center. Groundcover shall be a minimum of 4" containers.
3. Plant materials shall adhere to the standards in the most recent American Standard for Nursery Stock, a publication of the American Nursery & Landscape Association.

**B. Landscape Plan Requirements**

1. Sheet size 24" x 36" or as approved
2. North arrow, scale not to exceed 1:40
3. Appropriate title (i.e. Landscape Plan)
4. Title block including the project name, street address, date of preparation, name and address of owner, name or persons responsible for preparation of plan
5. Boundary shown
6. Any existing and proposed easements
7. Existing and proposed grades
8. Any existing and proposed utilities (i.e. water, sewer, storm drain, gas, electric, cable, etc.)
9. Width and type of Bufferyards labeled on all sides
10. Location, caliper size and name of all existing trees having 6-inch caliper or more to be preserved.
11. Location, quantity, size and name of all proposed plant materials
12. Maintenance note, see 5.1.9.D for requirements
13. Calculation chart indicated compliance with Bufferyards and Landscape Area/Quantity requirements.

**C. Landscape Installation**

Use reasonable care when installing plant materials. Protect them from extreme conditions and prevent any silting or runoff prior to final installation.

**D. Landscape Maintenance**

Maintain all plantings areas with regular watering, mowing, weeding and edging of beds. Fertilize as often as necessary with material appropriate for the plants. Replace all topsoil or mulch that has been disturbed for any reason. Replace any plants, shrubbery or trees that die or are severely damaged.

**5.1.10 Irrigation**

In all planting areas, provide a complete underground irrigation system of PVC. Include a backflow preventer valve at the connection to the potable water system and automatic control system with timer. Irrigation system shall comply with TCEQ regulations for landscape irrigation.

**Irrigation Plan Requirements:** All irrigation plans used for construction must be drawn to scale and must include, at a minimum, the following information:

1. Sheet size 24" x 36" or as approved
2. North arrow, scale not to exceed 1:40, and legend
3. Appropriate title (i.e. Irrigation Plan)

4. Title block including the project name, street address, date of preparation, name and address of owner, name and address of firm preparing plan
5. The irrigator's seal, signature and date of signing
6. Boundary shown
7. Limits of irrigated areas
8. Any existing and proposed easements
9. Existing and proposed grades (optional)
10. Any existing and proposed utilities (i.e. water, water, storm drain, gas, electric, cable, etc.)
11. The zone flow measurement for each zone
12. Location and type of controller and sensor (i.e. rain, moisture, wind, flow, or freeze)
13. Location, type and size of water meter, backflow prevention device, valves (including isolation, wye-strainer and master), spray/rotor heads, pressure regulator component, main line and lateral piping.
14. Design pressure

5.1.11 Areas for Expansion

Seed or sprig areas to be left unused: Provide appropriate fertilizer and water as required to maintain good coverage.

5.2.0 Recommended Plant Material

5.2.1 Grass and Sod

All sites shall have properly maintained grass along the front of each site, between the street curb and the building, or between the street curb and parking area. Where erosion is expected to occur due to topography of the site, solid sod shall be used at the backs of landscaped walls, curbs, and sidewalks in a continuous strip. Solid sod shall be used at any location in the landscape where potential erosion may occur. Solid sod shall be of the same type and quality as specified for the rest of the site. Erosion control should be implemented as required during the construction process per TCEQ requirements until the landscape is established.

5.2.2 Tree and Plant Materials

Use of native plants and materials is encouraged.

**6.0.0 Civil Engineering Standards**

**6.1.0 Internal Roadways**

Internal roadways are paved lanes connecting parking or service areas to public streets.

**6.1.1 Roadway Types**

Service Drives are any internal roadways that will allow access to large trucks, including fire trucks.

Parking Access/Egress are roadways limited to automobiles and light trucks, pick up trucks and sport utility vehicles.

**6.1.2 Traffic Index Requirements**

All service drives shall be designed to the requirements as stated in 4.2.1.

All automobile parking access/egress roads shall be designed to the requirements as stated in 4.2.1.

**6.1.3 Size and Layout Requirements**

All internal roadways shall provide minimum 12'-6" wide lanes for visitor and employee vehicles. Minimum turning radius shall be no less than 10'. Where access by large trucks including fire trucks is required, provide minimum lanes of 13' wide with a turning radius of 45' minimum. Where tractor-trailer access is required, provide minimum 13' wide lanes with a 55' minimum turning radius and a 30' lane.

All driveway land widths and turning radius dimensions shall be the greater of the above requirements of applicable building and fire code requirements.

**6.2.0 Stormwater Management**

**6.2.1 Objectives**

To provide controlled positive surface drainage away from buildings and other site features and to an underground storm water system. The completed design and installed system shall comply with all applicable state and local regulations and ordinances.

**6.2.2 General Design Considerations**

Provide a complete drainage system that accounts for runoff from impervious surfaces and directs stormwater to underground piping by direct connection or area inlet. Each system may include some or all of the following:

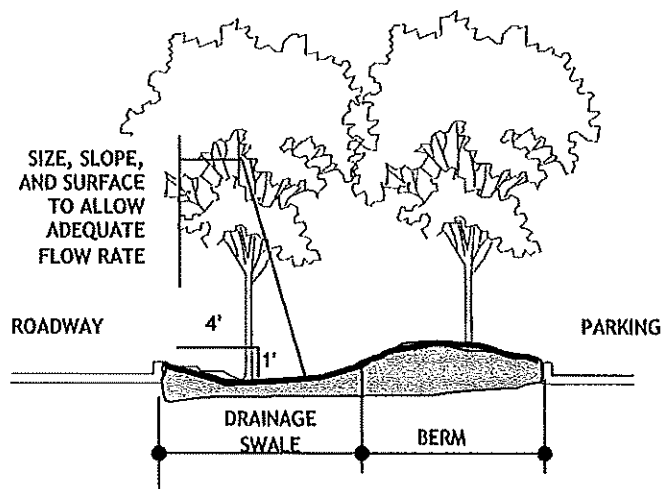
- ◆ roof drains with overflow protection
- ◆ downspouts tied directly to underground storm piping or with surface drainage directly to impervious surface
- ◆ landscape swales or drainage channels
- ◆ area drains or vaults
- ◆ underground piping

**6.2.3 Design Standards**

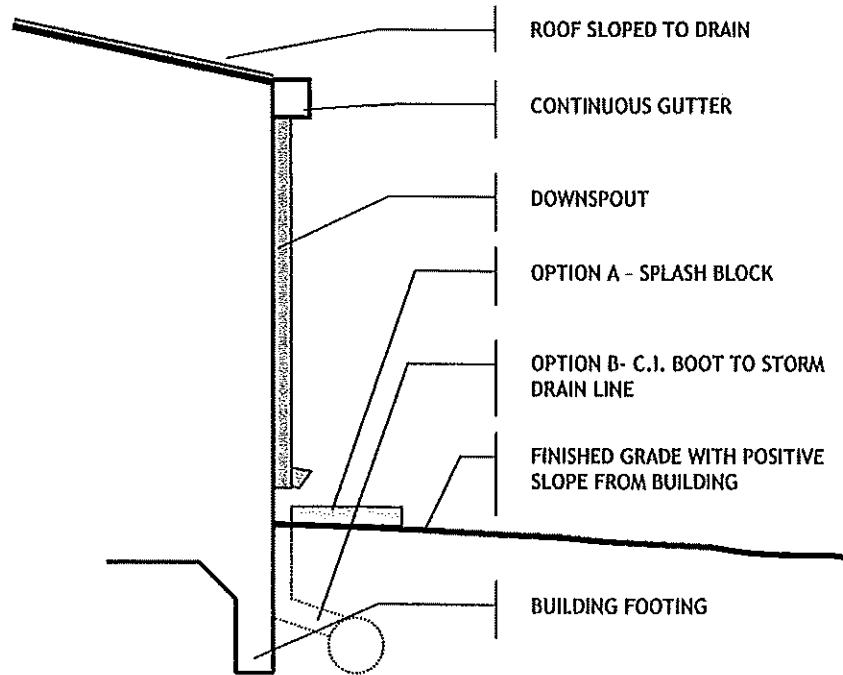
Each succeeding part of every drainage system shall be designed to the minimum capacity of the amount of a 25-Year rainfall cumulatively in the system.

6.2.4 Diagrams

The following diagrams illustrate various parts of a typical stormwater drainage system:

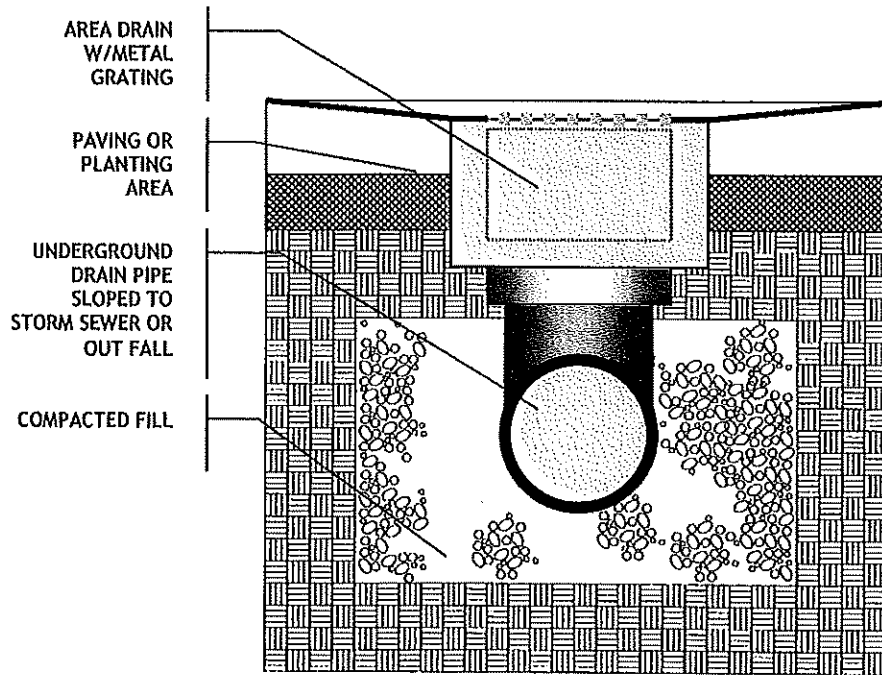


**1 SECTION AT SWALE & BERM**  
No Scale



### 2 SECTION AT BUILDING DOWNSPOUT

No Scale



### 3 SECTION AT DRAINAGE STRUCTURE

No Scale

**7.0.0 Construction and Maintenance Standards**

**7.1.0 General Requirements**

**7.1.1 Objectives**

The objective of these Construction and Maintenance Standards is to develop and maintain a consistent quality and orderly appearance throughout Synergy Park.

**7.1.2 Construction Regulations**

The Owner shall obtain approval of all proposed improvements from appropriate governing authorities prior to start of the improvements on the property.

**7.1.3 Construction Standards**

Throughout the full duration of construction, the Owner shall keep the property in as clean and attractive condition as is reasonably possible. This includes, but is not necessarily limited to, use and maintenance of construction fencing, a stabilized construction entrance, prevention of accumulation of mud and other construction debris on roadways and adjacent property, direction signage and barricades, dumpsters and regular and timely removal of refuse, orderly staging areas, and regular site cleaning. In addition, take reasonable measures to keep right-of-ways open and passable, including providing personnel to direct traffic and cleanup of mud and debris when necessary.

**7.1.4 Excavation**

No excavation shall be made except in conjunction with construction of an improvement or maintenance of utilities or other site facilities. During excavation, comply with all requirements of the City of Kilgore, State of Texas, OSHA, and any other authority with jurisdiction over such Work. On completion of the Work requiring excavation, backfill all openings, grade them and return them to original conditions of landscaping or paving to match existing.

**7.1.5 Construction Completion**

Once site improvements begin, either by performance of Work on the site or by placement of materials, barricades or equipment on the site, that Work shall continue without interruption to the Owner's beneficial occupancy and Final Completion of the Work, as much as reasonable possible.

**7.2.0 Maintenance**

It is the sole responsibility of each property owner to maintain the property and all improvements in substantially the same condition as when newly completed. Inspect all sitework regularly and perform preventive maintenance as is practical. Complete all necessary repairs quickly and completely.

**7.2.1 Landscaping**

Mow and edge lawns, weed beds and remove any trash, refuse or litter. Irrigation systems must operate at sufficient capacity to maintain installed landscaping.

**7.2.2 Paving**

Repaint stripes as necessary, fill any holes or cracks and seal asphalt surfaces or overlay as required. Patch any cracks, chips or otherwise damaged concrete paving or curbs. Replace broken precast concrete wheel stops.

**7.2.3 Walls**

Re-point masonry mortar joints, touch up scratches, chips or otherwise damaged metal wall panels.

7.2.4 Fences

Repair all holes, splits and repaint or seal any wood fences. Replace any broken or missing pickets. Repoint masonry mortar and replace any broken bricks or blocks.

7.2.5 Roofs

Repair all holes, splits and dips in single ply roofs. Replace or straighten and repaint any damaged metal panels. Fill in and patch any areas of ponding where water stands greater than 3' in diameter.

7.2.6 Lighting

Replace any light globes that burn out or break. Replace any lenses with holes, or splits. Replace or repair and repaint any broken or bent light poles or standards.

7.2.7 Signage

Replace any signs that are damaged or missing. Patch and refinish any damaged or cracked concrete signs or footings. Replace or repair and repaint any broken or bent sign frames, poles or standards.

EXECUTED this 19th day of March, 2013.

Kilgore Economic Development Corporation

BY: Bill Mishkind

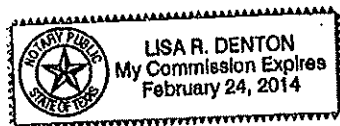
Bill Mishkind, President

THE STATE OF TEXAS §

COUNTY OF GREGG §

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared, Bill Mishkind, President of Kilgore Economic Development Corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that the same was the act of the said Kilgore Economic Development Corporation, and he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OFFICE this the 19th day of March 2013.



Lisa R. Denton

Notary Public in and for Gregg  
County, Texas

My Commission Expires: 2/24/14



**FILED AND RECORDED**  
**OFFICIAL PUBLIC RECORDS**

*Connie Wade*

Connie Wade, County Clerk  
Gregg County Texas

April 26, 2013 04:36:00 PM

FEE: \$140.00  
RESTRICTIONS

201308017