

WC 16.11.29 – CORPORATE BUSINESS PARK DISTRICT



Chapter 16 - Land Use Controls
Article 11 – ZONING DISTRICTS

A. Applicability

These regulations shall be applicable to all persons, firms, partnerships, associations and corporations owning, occupying or having control or management of any premises located within the City of Westfield or Washington Township planning and zoning jurisdiction.

B. Purpose and Intent

The purpose of the Corporate Business Park District (CB District) is to encourage economic vitality with exceptional standards in quality within a well-integrated campus-like setting that is highly visible from and neighboring a major transportation network.

The District is intended to provide for a limited range of compatible uses that will expand the employment opportunities within the City of Westfield and provide for an overall enhancement to its tax base.

Within the District it shall be developed as a *unified planned development*, coordinated and tailored with physical characteristics that may be found in other districts in relationship to use, bulk and site development standards reflective of its location, form, function and desired appearance of the campus-like setting.

C. Performance Standards

The performance standards for the Corporate Business Park District shall conform to the standards as required by this Chapter.

D. Administrative Review Procedures (see also Article 20 DPR Process)

The Corporate Business Park shall be reviewed in accordance with the following requirements:

1. These review procedures are applicable to properties that have been previously approved under a *unified development plan* (as described within this Chapter), are under single ownership or control, and have been granted the approvals via a rezoning with commitments along with a primary plat approval from the City of Westfield City Council.
2. If there is an existing *unified development plan* approved by the City of Westfield the Administrative Review (City Staff) Procedures are as follows:
 - i. Administrative Review (City Staff) Procedures for individual parcels are granted with an approved *unified development plan* by the City of Westfield. All reviews are done in accordance with the existing Developers Agreement or Zoning Commitments and shall be delegated as an Administrative Review by City Staff for the Secondary Plat (subdivision) of individual parcels and site development permits within an approved *unified development plan*.
 - ii. Properties that are under a *unified development plan* approved by the City of Westfield shall comply with the Development Plan Review (DPR) Procedures within this Chapter. Individual site plans are required to be submitted for an Administrative Review only (Technical Advisory Committee (TAC));
 - iii. All other submissions not complying or not having the approvals stated herein shall be required to follow the procedures established by the DPR procedures within this Chapter; and,
3. Construction Plan Review Procedures
 - i. The Developer or Builder can submit simultaneously building construction documents to the Building Inspection Division of Community Development for construction plan

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review, however, the issuance of the Improvement Location Permit (ILP) shall be subject to compliance with the review procedures outlined within this section.

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E. **Permitted Uses**
(THIS USE LIST WILL BE INCORPORATED INTO A MASTER USE LIST FOR THE ENTIRE ZONING ORDINANCE)
The following is the intended use list for the CB District:

1. **Office Uses** shall include the following:

- i. *Professional*
- ii. *Governmental*
- iii. *Medical (i.e. doctor, dentist, specialist or the like)*
- iv. Any other business not listed which can be classified as corporate business will be eligible with the approval by the Director.

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2. **Service Business Uses** shall include the following:

- i. First floor commercial / retail, less than 2,500 square feet in size, which shall be in conjunction with and subordinate to a principal or primary use as follows:
 - 1. Branch office of a financial institution;
 - 2. Self-service food and beverage business;
 - 3. Restaurants with carry-out food and beverage business;
 - 4. Dry cleaners;
 - 5. Day Care Center;
- ii. *Conference Center*;
- iii. Motor Sports (office, design, fabrication and assembly);
- iv. Full Service Hotel (including *conference center*);
- v. Hospitals – Major Medical with Trauma Center and Emergency Room;
- vi. Professional and Technical Schools (art, dance, photography and the like);
- vii. Colleges and Universities (2 or 4 year);
- viii. Data Processing Centers;
- ix. Computer Center (assembly, distribution, repair, service, warehousing);
- x. Any other business not listed which can be classified as corporate business will be eligible with the approval by the Director.

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3. **Industrial Uses** shall include the following:

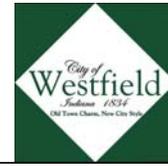
- i. Laboratories (offices, research, data analysis and development);
- ii. Light, *clean manufacturing* and assembly;
- iii. Assembly operation of pre-manufactured parts, components (i.e. automotive, truck);
- iv. Assembly, repair and manufacture of light component parts (i.e. automotive, truck);
- v. Printing and publishing;
- vi. Storage and distribution not including bulk commodities or motor freight terminals;
- vii. Product engineering, research and development;
- viii. Pharmaceutical, medicine and cosmetic manufacturing and distribution;
- ix. Warehousing and wholesalers, including storage of materials, goods or products and office related uses thereto;
- x. Showrooms and distribution facilities not including automobiles, trucks or motorcycles sales or storage;
- xi. Uses regulated by Indiana Utility Regulatory Commission;
- xii. Wireless communication manufacturing and service facilities;
- xiii. Any other business not listed which can be classified as corporate business will be eligible with the approval by the Director.

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4. **Temporary Uses** within the District for the installation, maintenance and operation of the facilities used by a contractor in and during the course of construction, whereas, such uses

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shall not be located within two hundred (200) feet of any residential zoning district. (*ref: Temporary Use & Event Section of this Chapter*)

5. Accessory Uses that are customarily incidental to the above uses. (*ref: Accessory Uses Section of this Chapter*)
6. *Personal communication facility* (cellular tower only if it has the capability of co-locations and they must utilize existing poles, towers or other approved structures) located on City owned property.
7. Public Utilities or service type uses as follows:
 - i. Essential services for and including fully-automated natural gas regulation stations;
 - ii. Water works, reservoirs, pumping stations, filtration plants and wells; and,
 - iii. Other governmental and public utility service uses.

F. Special Exceptions

1. None Permitted

G. General Conditions

The following general conditions shall apply to all development within the CB District:

1. Each individual lot shall contain not more than one *principal building* or *structure*, however, each lot shall have a specific *site development plan* (inclusive of future expansion clearly shown), which shall be approved by the City of Westfield.
2. Every permitted use or special exception, unless expressly exempted by this Section, shall be operated in its entirety within a completely enclosed building.
3. Commercial vehicles for the conduct of the enterprise shall be stored within the building or structure or may be stored, subject to City approval within an enclosed fence or a solid landscape screened area or any combination thereof at a height of not less than eight (8) feet above final grade.
4. Except as otherwise provided, establishments of drive-in or drive-thru type of facilities are prohibited.
5. Every permitted use or special exception, unless expressly exempted by this Section shall comply with the Performance Standards of this Chapter.
6. Every permitted use or special exception shall comply with the Principals and Standards of Design and Standards of Improvements of this Chapter.

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H. Site and Structure Requirements

The following site and structure requirements shall apply within this District:

1. District Size: Not less than forty (40) acres.
2. Individual Lot Size: Not less than three (3) acres (130,680 square feet).
3. Lot Frontage: Not less than two hundred (200) feet.



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4. Lot Depth: N / A.

5. Minimum Building Height: twenty-four (24) feet.

i. Industrial buildings shall maintain at minimum a single-story office component with a single-story warehousing/manufacturing structure. The office space shall be at a minimum of ten percent (10%) of and in direct proportion to the warehousing / manufacturing structure.

ii. Office with or without first floor Service Business shall be a minimum of a two-story building.

iii. All second story floor space shall be a minimum of 75% of the first floor area (i.e. 10,000 sf first floor / 7,500 sf second floor), and each floor above the second floor shall maintain 100% of the second floor space.

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6. Maximum Building Height: one hundred (100) feet.

7. Minimum Building Size: forty thousand (40,000) square feet.

8. Maximum Lot Coverage (parking, building and structures) shall not exceed eighty percent (80%) of an individual lot.

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9. Building Setbacks are as listed, however, the setbacks shall increase by five (5) feet for each twelve (12) feet above the minimum building height:

i. Front Yard (Corner Lots require two (2) front yards)

1. Primary Arterial fifty: (50) feet
2. Secondary Arterial forty: (40) feet
3. Collector / Local: thirty-five (35) feet

ii. Side Yard

1. Primary Arterial: fifty (50) feet
2. Secondary Arterial: forty (40) feet
3. Collector / Local: thirty-five (35) feet
4. Interior yard between buildings not abutting a public right-of-way: twenty-five (25) feet

iii. Rear Yard

1. Primary Arterial: fifty (50) feet
2. Secondary Arterial: forty (40) feet
3. Collector / Local: thirty-five (35) feet
4. Interior yard between buildings not abutting a public right-of-way: twenty-five (25) feet

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<#>Transitional Yard (similar to Buffer Yard)¶
<#>When the District adjoins any residential district the yard requirements will be no less than that of the adjoining residential district requirements for the yard it is adjacent to, i.e.: side or rear yard. ¶
<#>If the District is adjacent to Commercial, Office or an Industrial land use the interior setback as defined shall be used between these types of land uses.¶
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10. Floor Area Ratio (F.A.R.) shall not exceed 0.75.

I. Parking Lot / Loading and Unloading Requirements

Parking lot / loading and unloading designs shall be in conformance with the requirements established for parking, loading and unloading within this Chapter.

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J. Site Circulation / Street Design

1. Site Circulation shall comply with the Access Control requirements of the City's Comprehensive Plan (*ref: Comprehensive Plan*) and the City's Thoroughfare Plan (*ref: Thoroughfare Plan*) so as to provide the Corporate Business Park District with an engineered level of service with regard to the safe and efficient movement of traffic as it relates to street design. A continuous and effective means of moving both pedestrians and vehicles within the business park shall be provided in accordance with the permitted roadway types as provided for by the above documents.
2. All other design standards as required by this Chapter, Principals and Standards of Design and Standards of Improvement.

K. Site Lighting

Site Lighting (building, parking, directional, ornamental and the like) is regulated by the requirements described within this Chapter.

L. Site Signage

Site Signage (building, parking, directional, ornamental and the like) is regulated by the requirements described within this Chapter.

M. Walls and Fencing

1. Masonry or decorative metal (such as wrought *iron or aluminum*) shall be permitted.
 - i. Other fencing materials shall be subject to the approval of the Community Development Director or their designee.
2. In areas that require heighten security, decorative fencing may allow for spikes or curved tops to be installed.
 - i. Such heightened security elements must have prior approval of the Director of Community Development or their designee.
3. All other requirements for walls and fences shall be as described within this Chapter.

N. Landscaping and Screening Requirements

Landscaping and screening shall be regulated and required as described within this Chapter.

O. Architectural Review and Requirements

Architectural review shall be required for all individual lot development within the CB District for all primary and accessory buildings. A complete set of renderings must be supplied to the City Community Development Department for compliance review. Key exterior elements such as materials, windows, architectural breaks and the like must be rendered in sufficient detail and accompanied by clear descriptions.

General Architectural Requirements: The following design/architecture requirements shall apply to all petitions / applications made within the Corporate Business Park District:

1. *Four-sided architectural building design* shall be provided with architectural detailing being a focus on the building entry and on any façades that are visible from the public rights-of-way.
2. The scale, mass, color and proportion of the building shall reflect the character of the area in which it is located and shall be compatible with adjoining developments.

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- 3. Multiple buildings in developments (including accessory buildings and detached out lot buildings in commercial centers, where permitted) must incorporate coordinated architectural styles, materials, forms, features, colors and applied elements to visually tie the proposed development together with existing buildings. This shall require the submission of material boards and a design guideline book to be approved by the Director of Community Development.
- 4. Antennas or satellite dishes:
 - a. Shall be roof-mounted only;
 - b. Shall project no more than twelve (12) feet above the height of the building;
 - c. Shall be positioned to minimize visibility from public rights-of-way; and,
 - d. One (1) antenna is allowed per building;
 - i. For buildings with more than one (1) tenant, a maximum of two (2) antennas shall be allowed per building.
- 5. Signage, fencing, walls and other amenities (benches, lights, etc.) must be integrated with building design and landscaping.
- 6. Building Trim:
 - i. The use of accent and trim elements (accent panels, banding, cornices, canopies, awnings, etc.) shall add visual interest and break down the scale of facades as determined by the Director of Community Development; and,
 - ii. Permitted building trim materials include: brick (clay), stone, simulated cut stone, tile (ceramic or porcelain), and wood, glass, painted aluminum, formed polymers ("Fypon"), and EIFS (10% or less of each facade) or as approved by the Director of Community Development.
- 7. Facades:
 - i. No building facades shall contain metal sheeting of any kind, building facades shall ~~consist of the following products: brick, cut or split face block, architectural concrete panels for warehouse area~~ and glass;
 - ii. *Fenestrations* shall not exceed 75% of any façade;
 - iii. Façade treatments shall be designed to break the appearance of large façade areas into smaller facades (graphic to be inserted here);
 - iv. Exterior materials must be consistent on all facades;
 - 1. Material/finish changes should relate to the overall architecture of the building and structure; and,
 - v. Colors used on building facades must be complementary. Natural, muted colors shall serve as the primary façade color, with brighter colors used only as limited accents.

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8. Roof Design, when and where appropriate, as determined by the Director of Community Development:

- i. Rooflines and roof profiles shall be varied to create visual interest, as determined by the Director of Community Development;
- ii. All buildings must incorporate parapet walls that will architecturally conceal roof-mounted equipment;
- iii. All rooftop equipment (including vents) greater than one (1) foot in height, shall be screened from view from all ground level vantage points by parapet walls, rooftop walls or recesses in sloped roofs;
- iv. Rooftop equipment screens and rooftop penetrations (vents) shall be of a color compatible with the overall building or roof color (not an accent color);
- v. Roof materials should be traditional in composition and complement the architectural features of the structure; and,
- vi. Where pitched roofs are required by the Building Code or requested by the City; an appropriate pitch shall be used to effectuate the end result of this requirement (graphic to be inserted here).

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P. Subdivision and Platting Requirements

All Corporate Business Parks shall comply with the following:

- 1. A Primary Plat depicting the location of all proposed easements, common areas, lots, and public rights-of-way, and any other public facility that is created by the development of the "District", shall accompany any application for Development Plan Review of the proposed CB District *unified development plan*.
- 2. With approval of the *unified development plan* and primary plat further subdivision of property or building may be required, it shall be the intent and purpose of this to grant the Director of Community Development the authority to review and approve said subdivision or secondary platting of property without having to submit for formal review before the Advisory Planning Commission.
- 3. The dedication of said easements and rights-of-way, as well as the creation of individual lots and common areas, shall be accomplished through the recording of a Secondary Plat in accordance with this Chapter.

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 All structures will be evaluated on the overall appearance of the project and shall be based on the quality of its design and its relationship to the surrounding area.¶



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Q. Definitions

As defined herein:

1. Unified Development Plan – a master or comprehensive plan of the entire development that depicts roadway alignments and general development layouts for water, sanitary, storm and other public infrastructure improvements to be made within the proposed development.
2. Clean Manufacturing – an industrial complex that does not have any industrial waste or by-products that is disposed of on-site.
3. Conference Center – is a minimum of 15,000 square feet that is designed to service organizations, business and professional conferences, and seminars, and not be limited to the accommodations of the conference attendees.
4. Select Service Hotel – it has a breakfast bar or full hot breakfast; it does not have, bell-hop service, visitor amenities such as a convenience market, bar service, with a restaurant having limited hours of operation.
5. Full Service Hotel – full service restaurant (24 hours) with bar; it has, bell-hop service, visitor amenities that cater to the guest, convenience market and mini-bar service.
6. Office, Governmental – any Federal, State, County, Township or Municipal office that serves for the public interest.
7. Office, Medical – includes a medical doctor, dentist, physical therapist or chiropractor limited to out-patient services with no surgeries being performed.
8. Day Care Center – as defined by the Indiana Code.
9. Development Plan Review – the general practice of the City of Westfield in reviewing all development proposals submitted for consideration by the Advisory Plan Commission and City Council.
10. Showrooms – a dedicated space within the facility where merchandise is exhibited for sale or where samples are displayed.
11. Wireless Communication Manufacturer & Service Facilities – a facility that's chief manufactured or serviced product is personal communication devices sold to the general public.
12. Site Development Plan – an individual development plan depicting the engineered improvements regarding an individual sites overall development of three (3) acres or more.
13. Commercial Vehicles – vehicles utilized in the daily conduct of the business that may include the transportation of employees or products.
14. Lot Coverage – A measure of intensity of land use that represents that portion of a site that is impervious (i.e. does not absorb water). This portion includes but not limited to all areas covered by buildings, parking structures, private driveways, sidewalks, and any area of concrete or asphalt.

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- Deleted: <#>Office, Professional – office specifically used by an architect, engineer, real estate sales, accounting, attorney similar or like use.¶¶
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<#>Transitional Yard / Use – A yard or use shall be required to create the transitional area, which is intended to create a gradual change in yards or uses from industrial and commercial areas to residential areas.¶¶
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<#>Fenestrations – the arrangement, proportioning, and design of windows and doors in a building or structure.¶¶
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15. Floor Area Ratio (F.A.R.) – The numerical value obtained through dividing the gross floor area of a building by the area of the lot or parcel of land on which such building is located (i.e. 65,000 sf (bldg) divided by 100,000 sf (lot) equals 0.65 FAR).

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16. Four-sided architectural building design - the architectural character and general composition of the exterior of a structure or building, including but not limited to similar features found on all four-sides of the building, carrying with it a theme or character, which shall not be limited the kind, color, and texture of the building material and the type, design, and character of all windows, doors, light fixtures, signs, and appurtenant elements.

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