



# ARCHITECTURAL GUIDELINES

## GUIDELINES ON DEVELOPMENT AND PLANNING APPROVALS

### *Important notice*

The Tatu City Property Owners' Association (POA) reserves the right to amend or update any information contained in this document as and when necessary

### Document Control

Document Title	Version	Date
DEVELOPMENT CONTROL COMMITTEE (DCC) GUIDELINES ON DEVELOPMENT AND PLANNING APPROVALS	Version 01	Feb 2018

# Administrative procedures

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## A. Tatu City and the DCC

Tatu City design guidelines have been prepared in the interest of those who will live, work, and operate businesses in Tatu City. The City and those who develop in the City have a common interest in assuring quality development that benefits property owners and the City.

The Development Control Committee (DCC) will conduct design reviews and will serve as the monitor for these industrial design guidelines. The City is committed to incorporating design review procedures that:

- Apply to all industrial designated property within the City;
- Allow for flexibility to accommodate creative design that meets intent of adopted principles;
- Do not prolong approval processes, and
- Encourages design review that parallels development design for economy of design resources.

Applicants will have opportunity to informally discuss and formally review proposed designs throughout the design process, including pre-application, project permit review, and final construction design review.

## B. Regulatory framework

The purpose of this guidelines is to build upon the foundation of the following statutory and regulatory requirements in Kenya and in Tatu City in order to achieve the requirements and vision of the Tatu City Structure plan, and in consideration of the specific circumstances of Tatu City:

- i. Building Code: Local Government (Adoptive By-Laws) (Building) Order 1968
- ii. National Planning & Building Authority - Kenya Planning & Building Regulations 2009
- iii. The Physical Planning (Building and Development) (Control) Rules, 1998 (Revised 2012).
- iv. The Tatu City Structure Plan
- v. The Tatu City Development Manual
- vi. The Precinct Plan for Precinct 5 and Physical Planning Standards/Physical Planning Handbook, 2007
- vii. Laws of The Republic of Kenya: Occupational Safety & Health Act, 2007
- viii. Relevant Kenya Civil Aviation Authority Regulations
- ix. EMCA, 1999
- x. Physical Planning Act, 1996.
- xi. Urban Areas and Cities Act, 2011
- xii. County Government Act, 2012

## C. Applicability

All new construction within the Industrial zone shall be subject to the Industrial Design Guidelines. Alteration of any structure on Industrial designated property within the City that affects the exterior appearance of a building shall be subject to design review under the Industrial Design Guidelines. If fifty (50%) percent or more of a building or structure subject to design review is altered within a period of three (3) years, the structure shall be subject to the applicable requirements of the Design Guidelines as determined by the Development Control Committee (DCC). The Design Guidelines Checklist will be used for addressing design issues in all review processes.

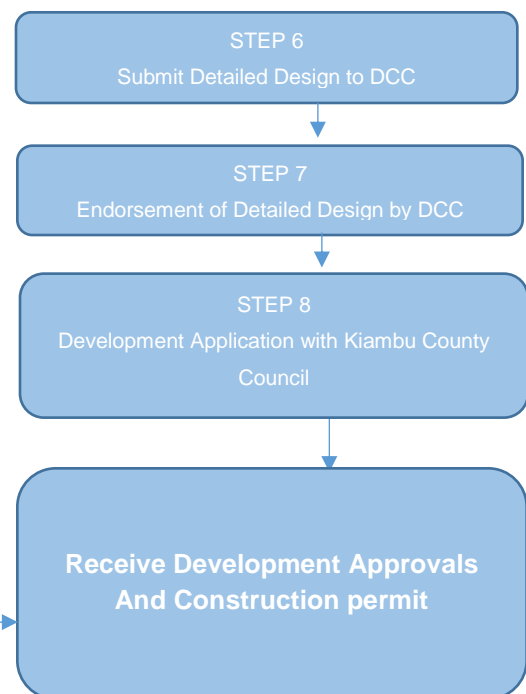
#### D. Design review procedures

- D.1. When an applicant submits a development application that triggers design review, design review shall be reviewed as part of the applicable permit application or process. Within 14 calendar days, the DCC shall review such applications and either approve, approve with conditions or modifications, deny the application, or request additional information. Any decision to deny the application shall be in writing along with the reasons for the denial and the appeal process.
- D.2. No project approval shall be granted, no building permit issued and no construction shall begin until the DCC has completed design review and determined that the application is consistent with the criteria in these guidelines, has issued a design decision or Notice of Decision, and all appeal periods have expired.
- D.3. A design review application shall be submitted with application form attached herein for the project approval. The DCC may require other information to be submitted that is determined to be appropriate and necessary for a proper review of the requested action.
- D.4. With submittal of the building approval, the DCC shall determine that the final design is consistent with the issued design decision. The review and recommendation of the DCC shall be based on whether the proposal is consistent with the design standards in this document.

#### D.5. Stage One: Pre-Development Approval



#### Stage Two: Detailed Design Approval



**D.6. Approvals:** All building plans for new work as well as alterations to existing structures must be prepared by professional Architects registered with the Architectural Association of Kenya (AAK) and the Board of registration of Architects and Quantity Surveyors (BORAQS).

## **E. Appeals**

Appeals of design review decisions shall be made part of the overall permit application or process, and appeals shall also follow the appeals process for the overall permit application or process.

## **F. Amendment of approved plans**

Major change(s) to plans approved by the DCC may only be amended by the same procedures provided herein for original design approval. Design review for amendments shall be limited to the proposed change, except the proposed amendment shall be considered in context with approved design review. A major change is a change that affects a design standard reviewed in the original approval(s).

## **G. Expiration**

G.1. Design approval shall expire within two years of the date of approval, except as provided for phased site plan approvals below. A single two-year extension may be granted for good cause as determined by the DCC.

G.2. The DCC may grant design approval for large projects planned to be developed in phases over a period of years exceeding the normal time limits of subsection (1.7.1) of this section. Such approval shall include time limits for particular phases of the development as agreed upon by the applicant and the DCC. If the time limits of a phase cannot be met, a single two-year extension may be granted for good cause by the DCC.

## **H. Interpretation**

H.1. Where there is a conflict between these design standards and other County plans, policies, and regulations, the most specific standard, guideline, or regulation shall apply, as determined by the DCC.

H.2. Each section of the design standards contains a list of "intent" statements followed by "design principles" and subsequent implementing measures. Specifically:

H.2.1. Intent statements are overarching objectives. For example, the intent statement for the "building corners" section is to "create visual interest and increased activity at street corners." Project applicants must be able to demonstrate how their project meets the intent, to the Director's satisfaction.

H.2.2. Design principle statements describe broad actions that are necessary to achieve the intent.

H.2.3. A collection of standards implements the design principles. Specifically:

- Standards that use words such as "shall," "must," "is/are required," or "is/are prohibited" signify required actions.
- Some standards take a "tool box" approach, in that a development may be required to include at least two design elements from a large list of options.

- Standards using words such as "should" or "is/are recommended" signify recommended actions that are meant to be applied with some flexibility. Development projects must comply with such measures unless the development proposal meets the intent in some other manner, as determined by the DCC

H.2.4. Furthermore, the document contains some specific standards that are easily quantifiable, while others provide a level of discretion in how they are complied with. In the latter case, the applicant must demonstrate to the DCC, in writing, how the project meets the intent of the standard.

# Architectural Guidelines

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## 1. Site Planning

### 1.1. Relationship to street front

*Design Intent:* To improve aesthetics by establishing a positive visual identity for Industrial areas and to unify streetscapes.

- 1.1.1. Outdoor storage areas and industrial activities shall be screened from public view
- 1.1.2. Provide entry signs that identify the business establishment with address numbers readable from approach direction (or directions) of the access right-of-way.
- 1.1.3. Provide on-site directional signs to direct motorized vehicles to appropriate parking or delivery areas
- 1.1.4. Parking areas will be paved with asphalt or concrete

### 1.2. Multiple building large lot

- 1.2.1. Site planning for industrial development shall consider adjacent and/or surrounding uses and exercise care to locate incompatible uses away from adjoining uses.
- 1.2.2. Developments of more than one building must be complimentary to each other in terms of form and scale
- 1.2.3. When the site is adjacent to parks/ green areas, provide convenient pedestrian circulation to these areas.
- 1.2.4. Where possible, incorporate screening, environmental mitigation, utilities, and surface water drainage as positive elements (e.g., create a "natural" open space or wet pond as a site feature to accommodate surface water

### 1.3. Service area location

*Intent:*

To reduce the visibility of unsightly uses (e.g. trash containers, product storage) in the industrial zones.

To encourage more thoughtful siting of trash containers and service areas, balancing the need for service with the desire to screen negative aspects.

- 1.3.1. When feasible, locate service areas (loading docks, trash dumpsters, compactors, mechanical equipment, and storage yards) to avoid negative visual, auditory (noise), or physical impact on the streets, and adjacent residentially zoned or developed properties, as well as parks and green areas.
- 1.3.2. When, because of steep topography or other physical site constraints, it is not feasible to so locate service areas, provide screening. Service elements shall be screened when the elements are visible from the public street or sidewalk, adjacent properties, residentially zoned or developed areas, and recreational facilities (e.g. public parks and trails).

#### 1.4. Open space/ recreation

*Intent:* To promote on-site facilities that create amenities to enhance the workplace environment and blends adjacent natural amenities with the created open space.

1.4.1. Encourage businesses to provide on-site open space for employees adjacent to public trails along natural parks and greenways

1.4.2. Provide benches and trash cans where appropriate for pedestrian uses on industrial sites. These amenities may be provided offsite when it benefits the public as determined by the DCC

## 2. Siting controls

### 2.1. Zoning and permitted land use

Tatu Industrial park (TIP) is zoned for;

- Light industrial (non-noxious and non-polluting)
- Warehousing and small storage facilities
- Engineering utilities and aviation sites
- Transport depots
- Recycling facilities
- Support facilities such as canteens can be provided but the scale of such facilities is restricted to an ancillary that will not and should not attract the general public
- Offices shall be restricted to administration belonging to or directly related to the activities established in the area; on Ground+1

### 2.2. Plot Ratio and Ground Coverage

Maximum Plot Ratio: **1**

Ground Coverage: **60%**

Height: **2 Storeys**

### 2.3. Building lines

#### 2.3.1. Building lines

From a natural open space boundary:	6.0m
From any other public open space boundary	5.0m
From adjacent plot	5.0m
Along major collector roads	9.0m
Along access roads	9.0m

*Specific exclusion:* Built to line shall not be allowed within light industrial, warehousing and infrastructure precinct

2.3.2. Buildings shall observe fire protection distances between adjacent buildings (as outlined in the Kenya Building Code and the Occupational Safety & Health Act.) and Special conditions and protection distances in the case of the storage of potentially explosive or highly flammable liquids, gases or other hazardous materials

2.3.3. Ease of vehicular access and egress (including firefighting services)

#### 2.4. Parks and greenways interface

2.4.1. A landscaped garden shall be created between the building line and the boundary shared with a public open space or natural open space

2.4.2. A maximum of 1/3 of the length of a boundary wall fronting onto public open spaces maybe solid with the balance being a palisade fence and/or landscaping

#### 2.5. Building Heights

2.5.1. The maximum height of building in the Tatu Industrial Park shall not exceed 15m

2.5.2. Maximum number of storeys: 2 (Two)

The DCC interpretation of 2 storeys is ground floor 6m and first floor 4.5m – floor to ceiling. The total height is 10.5m to the ceiling soffit or wall plate height

2.5.3. All buildings shall observe civil aviation protection distances if the subject site is adjacent to the air strip

#### 2.6. Views

Primary view lines are towards parks and greenways. Site planning should take advantage of view lines to such areas whenever possible

#### 2.7. Sloping Sites

##### 2.7.1. General

Units designed for level sites cannot be used for sloping sites, as it would be an inappropriate environmental response, requiring expensive site works and possibly unsightly retaining structures and embankments.

Units on slopes must be designed with terraced levels in response to the topography and the ground floor may not exceed 0.8m above natural ground level. Floor levels to be indicated by temporary benchmarks or pegs

A Land Surveyor must confirm the levels and/or contours shown on the Site Plan of the proposed building

##### 2.7.2. Retaining and/or underground structures



- 2.7.2.1. Retaining structures must be in natural sandstone, earth-colored, concrete or plastered and painted blockwork. Adequate and effective structural waterproofing and ventilation must be provided for underground rooms/ basements, cellars or storage
- 2.7.2.2. The architecture of any building should be designed to minimize the visual impact on natural parks, public spaces and greenways. There is a building setback line of 6.0m along park boundaries. Within this 6.0m zone no retaining walls higher than 1m above natural ground level will be permitted and such walls are to be sloped at an angle not exceeding 40 degrees towards the boundaries of the 5m zone

### 3. Pedestrian access and amenities

#### 3.1. General pedestrian access requirements

*Intent:* To provide safe, pleasant, and continuous pedestrian access in the industrial areas of Woodinville

To provide safe pedestrian routes across busy streets by a variety of means, including signalized intersections at driveways with heavy traffic volumes and distinctively marked crosswalks

- 3.1.1. All pedestrian paths must correspond with national, and local codes for handicapped access and the disabled
- 3.1.2. Provide obvious pedestrian crossing access for busy streets abutting the site
- 3.1.3. Develop an on-site pedestrian circulation conceptual plan
- 3.1.4. Walkways should be integrated with the required parking lot landscaping

#### 3.2. On-site pedestrian circulation

*Intent:* To provide safe, convenient, on-site pedestrian circulation.

- 3.2.1. Provide paved pedestrian path from the street sidewalk to the main entry of all buildings. Buildings with entries not facing the street should have a clear and obvious pedestrian access way from the street sidewalk to the entry. This path should be separate from vehicular traffic or raised above the vehicular pavement
- 3.2.2. The pedestrian path from the street sidewalk to the building main entry shall be at least 1500mm wide (preferably 2400mm wide)
- 3.2.3. Provide clearly delineated pedestrian paths or walkways connecting all businesses and the entries of multiple buildings on the same development site. Integrate on-site pedestrian walks with site landscaping plans

#### 3.3. Pedestrian access in parking lots

*Intent:* To provide safe pedestrian paths through parking areas.

- 3.3.1. The following distance should be considered somewhat flexible to account for the length of the parking lot and driveway locations. A specially marked or paved crosswalk must be provided through parking lots greater than 50m long (measured parallel to the street front)

or more than 2 bays deep. Generally, walkways should be provided. A maximum distance of 50m shall be maintained between paths.

3.3.2. All parking lots shall be developed with variety of pedestrian pathways to the extent possible. As a minimum, pedestrian pathways across drive aisles leading to building entrances shall be visually distinguishable through the installation of contrasting and aesthetically appealing materials, patterns and/or colors. Where feasible, barrier-free pedestrian pathways that are landscaped, lighted and grade-separated shall be provided between double-stacked rows of parking spaces.

3.3.3. **Wheel guards.** Securely fixed wheel guards at least six (6) inches in height shall be placed to prevent vehicles from overhanging a public right-of-way or contacting a wall or building that abuts the parking space. Wheel guards shall not be permitted in the interior of a parking lot.

#### 3.4. Pedestrian access to adjacent uses and transit facilities

*Design intent:*

To provide safe and continuous pedestrian access in industrial areas.

To minimize conflict between pedestrians and vehicular traffic.

To provide safe routes for the pedestrian and disabled person across parking, to entries, and between buildings.

To provide pedestrians with access to adjacent properties.

To provide continuous pedestrian and bike access to transit stops.

3.4.1. Provide feasible, pedestrian circulation routes in from building entries of businesses to: Services within the same development; Sidewalks along abutting roadways; Integrate pathways and bike trails to transit areas.

3.4.2. Where possible, provide steps and ramps across retaining walls and slopes

3.4.3. Gates should be provided to breach fences if they impede pedestrian movement to transit, public trails, and other public areas.

3.4.4. Pedestrian paths must be safe and well lit

3.4.5. Adjacent landscaping shall not block visibility to and from a path, especially where it approaches a roadway or driveway.

3.4.6. Encourage pedestrian connections to public open spaces by incorporate access to public open spaces where a site is adjacent to public open spaces

#### 3.5. Pedestrian access and building entries

*Intent:*

To use the architectural elements of a building and landscaping to highlight and define the entrance; to enhance the visual character of buildings; to improve the pedestrian environment

3.5.1. The primary public entries of all industrial businesses shall be enhanced by two or more of the following:

- 3.5.1.1. Provide weather protection, such as a canopy, marquee, or other building element, to create a covered pedestrian open space of at least 9 sqm
- 3.5.1.2. Provide bicycle parking accordingly
- 3.5.1.3. Provide a trellis, canopy, porch, or other building element that incorporates landscaping.
- 3.5.1.4. Provide building ornamentation, such as mosaic tile, relief sculpture, ornamental wood, metal trim, etc.
- 3.5.1.5. Other methods as approved by the DCC.

### 3.6. Universal access;

*Intent:*

- 3.6.1. Develop quality, reliable, sustainable, and resilient infrastructure to support economic development and human well-being in Tatu City, with a focus on affordable and equitable access for all
- 3.6.2. To provide access to safe, affordable, accessible and sustainable transport systems for all, improving road safety, notably by expanding public transport, with special attention to the needs of those in vulnerable, situations, women, and children, persons with disabilities and older persons.
- 3.6.3. Plans submitted for approval shall show the design response to the design intent outlined above for equitable access for all

## 4. Vehicular access and parking

*Intent:*

- 4.1. To allow reductions in the number of parking areas; Allow more efficient land utilization; To reduce impacts of parking; To provide convenient access to buildings; To reduce curb cuts, making the street front safer for pedestrians and reducing traffic congestion; To encourage shared driveway access to parking areas and parking between adjacent properties; To encourage shared parking facilities between adjacent compatible land uses.
  - 4.1.1. A reduction of the required parking is possible with coordinated design and shared access to consolidated parking areas linked by pedestrian walkways.
  - 4.1.2. Multiple parcels may be treated as a single development site if all owners sign an agreement. (This may provide advantages in the design review process.)
  - 4.1.3. Off-site parking areas are located within 200m of the associated uses, and a pedestrian walkway is provided between parking and uses.
  - 4.1.4. Reduce parking ratios if development is within reasonable walking distance of transit opportunities as determined by the DCC
  - 4.1.5. No parking lots shall be permitted in sensitive ecological areas pursuant to the Tatu City Structure Plan

4.2. Sufficient access and circulation around the plot to conform with the National Planning & Building Authority - Kenya Planning & Building Regulations 2009 as well as Kenya Bureau of Standards: a Guide to making Your Premises Safe From Fire KS 2390:2012, guidelines on fire resistance, safety and evacuation.

#### 4.3. Minimize driveway impact

4.3.1. Parking lot entrances, driveways, and other vehicle access routes onto private property from a public right-of-way shall be restricted to no more than two entrance lanes and one exit lane per 100 linear meters of property line, as measured horizontally along the street face. Properties with less than 100 linear meters of street frontage shall be limited to two entry and one exit lane for vehicle access.

4.3.2. The DCC may impose additional restrictions to parking lot and vehicle access point location to reduce impacts to public safety, pedestrian movement, on-street vehicle circulation, and visual qualities. Additional entrance and exit lanes may be permitted subject to a traffic report acceptable by the DCC.

##### *Exceptions*

4.3.3. The DCC may allow additional entrances or vehicle access lanes if they do not significantly impact vehicle circulation, public safety, pedestrian movement, or visual qualities.

4.3.4. The DCC may permit additional driveways or vehicle access lanes if such a driveway allows parking lot design that reduces the traffic impacts of the parking lot.

4.3.5. Corner lots may have one entrance per street, provided the owner proves to the satisfaction of the DCC that it is unable to arrange joint access with an abutting property. Vehicular access to corner lots shall be located on the lower classified roadway and as close as practical to the property line most distant from the intersection. By encouraging vehicular access to be on a side street to an arterial, and as far as possible from the intersection, potential conflicts with traffic should be reduced.

#### 4.4. Parking requirements

4.4.1. The following are the minimum required off-street parking standards for commercial, industrial, and other non-residential uses.

<b>Manufacturing</b>	One space for each 50 sqm of gross floor area, or one space for each two (2) employees on the largest shift, whichever is greater
<b>Recycling centres</b>	One space for each employee on the largest shift, plus one space for every commercial vehicle operating on the site
<b>Trucking terminals</b>	One space for each 100 sqm to 1000 sqm, and one space for each 500 sqm thereafter

<b>Mini-warehouse (self-storage)</b>	Three (3) spaces, plus one space per 100 storage units
<b>Warehouse retail</b>	A minimum of five (5) and a maximum of seven (7) spaces for each 100 sqm of gross floor area, depending upon the nature of the specific project
<b>Warehouse retail, specialty</b>	A minimum of three (3) and a maximum of five (5) spaces for each 100 sqm of gross floor area, depending upon the nature of the specific project
<b>Bicycle parking for industrial uses</b>	1 per 50 parking spaces

- 4.4.2. Any fractional requirement of a parking space equal to or greater than one-half of a parking space shall be interpreted as a requirement for a total parking space.
- 4.4.3. **Maximum gradient:** No driveway providing access to off-street parking shall have a grade greater than fifteen (15%) percent.
- 4.4.4. **Striping:** Stalls shall be striped and internal directional movements for one-way traffic shall be indicated
- 4.4.5. **Parking lot traffic circulation:** Traffic circulation shall be designed to insure that no automobile need enter a public street in order to progress from one aisle to any other aisle within the same lot, and that no automobile need enter a public street backwards in order to leave such a lot or parking space
- 4.4.6. **Lighting:** For new developments, parking areas with three (3) or more parking spaces shall have adequate lighting to provide visibility and security
- 4.4.7. Shading structures in parking areas are to be of a cantilevered type. Shade netting is permitted. The color of the sheeting or netting is restricted to off-white, light, dark grey and Tatu Green. The design of the shading structures should reflect the design language of the main building. Upstand beams to be galvanized

## 5. Building design

### 5.1. Community scale

*Intent;* to visually integrate large industrial structures into the community when viewed from City streets and from other areas that overlook industrial areas by reducing the scale of large industrial buildings

5.1.1. Landscaped area(s) not less than 20 sqm spaced not more than 15m with the edge closest to the building not more than 3m from the building. Each landscape area shall have not less than three large scale trees that will attain a height of not less than 6m within three years.

5.1.2. Incorporate wall treatments so the maximum area of a blank wall is less than 60 sqm

### 5.2. Architectural scale

- 5.2.1. Designs should encourage industrial developments to be compatible with adjacent areas architectural size and character and encourage human scale where structures accommodate pedestrians such as entries, public walks and trails, etc.
- 5.2.2. There shall be no blank walls in excess of 20 sqm on building elevations facing the street
- 5.2.3. Building designs are to provide visual interest to the street by creating active building façades (predominantly glazed and preferably with visible access points or openings) and/ or other creative solutions that engage and respect the streetscape

### 5.3. Human scale

- 5.3.1. Incorporate human-scale building elements in all industrial buildings
- 5.3.2. Provide weather protection at all entries designed for people
- 5.3.3. Comply with accessibility requirements at the principle entry(s) of the building
- 5.3.4. Provide at least 20 sqm of sidewalk area or pedestrian-oriented open space at the principle entry(s) of industrial buildings

### 5.4. Building Materials and structural standards

*Intent:* To encourage the use of high-quality compatible materials that upgrade the visual qualities of industrial

*Regulations*

- 5.4.1. Foundations and structures built to BS 8004 - 1986 standards based upon detailed soil/geotechnical investigations and detailed land survey
- 5.4.2. Static and live loads taking account of seismic data and standards outlined in Section F: National Planning & Building Authority - Kenya Planning & Building Regulations 2009
- 5.4.3. Wall and roof covering and insulating materials must conform to fire resistance standards outlined in Section S: Fire Safety & Fire Installations of the National Planning & Building Authority - Kenya Planning & Building Regulations 2009 which mirrors BS 9999:2008: Code of Practice for Fire Safety in the Design, Management and Use of Building
- 5.4.4. Floors must be designed to tested loads and completed with dust free finishes
- 5.4.5. Roof areas should be designed to bear loads (such as mechanical equipment, wind forces, heavy rains) including the provision of extensive solar panels as a primary or alternative source of energy
- 5.4.6. Roof areas must include automatic opening vents for smoke extract provision according to Section S: Fire Safety & Fire Installations of the National Planning & Building Authority - Kenya Planning & Building Regulations 2009
- 5.4.7. Venting of gas by-products of any process must be by way of chimneys conforming to the Occupational Safety & Health Act 2007
- 5.4.8. Potentially flammable or explosive goods must be stored in separate buildings designed for that purpose at sufficient protection distances based upon Section S: Fire Safety & Fire Installations of the National Planning & Building Authority - Kenya Planning & Building Regulations 2009 / BS9999: 2008 / BS5906 to satisfy the DCC from warehouse, office or production buildings and attention paid to blast mitigation and fire suppression

5.4.9. Special provision must be made for the safe separation storage and if necessary compacting of waste on site, with ease of access for collection

5.4.10. Buildings of whatever limit in protected compartment size and occupancy classification is outlined in the Code, or whereby storing materials presents a code-identified fire hazard, must provide for guaranteed on site emergency water storage provided under pressure to fire hydrants and / or fire sprinkler systems compliant with BS 5306: Part 0-7 and wider provisions outlined in Section S: Fire Safety & Fire Installations of the National Planning & Building Authority - Kenya Planning & Building Regulations 2009

5.4.11. Cladding materials

Building designs are to provide visual interest to the street by creating active building façades (predominantly glazed and preferably with visible access points or openings) and/ or other creative solutions that engage and respect the streetscape

5.4.12. Accent colors and finishes

Developments that apply feature materials and colors to elements of the built form to provide visual amenity are encouraged

5.4.13. Glazing

Glazing should bring day lighting to customer service areas and provide surveillance of the street

## 5.5. Blank walls

*Intent:* To reduce the visual impact of large, undifferentiated walls

The applicant must submit architectural plans and elevations showing proposed treatment of blank walls for approval. The DCC may waive the requirements for blank wall treatment where the requirements conflict with the fire code regulations

## 5.6. Mechanical equipment and service areas

*Intent:* To minimize adverse, olfactory, auditory or visual impacts of mechanical equipment and service areas

5.6.1. All plant and equipment, including antennae and satellite dishes, is to be hidden or suitably screened

5.6.2. All air-conditioning equipment, whether centralized, split or individual, must be hidden within the architecture

5.6.3. Where the road is above the site, concealment of plant and equipment should also be evaluated from the raised viewpoint.

5.6.4. All plumbing must be concealed.

5.6.5. All telephone and electrical reticulation must be concealed. No overhead or external surface wiring or cabling is permitted

5.6.6. Locate and/ or screen exterior mechanical equipment to assure that noise from said equipment is not perceptible above the ambient noise level

## 6. Architectural design controls

### 6.1. Specific exclusions

Exposed PVC and fiber cement gutters and rainwater pipes

6.2. A unified image is achieved by color palette restriction, orientation towards the road and alignment of the facades. In addition, the relationship between adjacent buildings should be considered in terms of scale, form, and architectural treatment.

6.3. A diversity of architectural styles and expressions is encouraged, although the entire development should have a contemporary feel

### 6.4. Building form

6.4.1. Façade residential architectural elements should be avoided.

6.4.2. Office facade must face towards the external roads should be of an office nature.

6.4.3. The warehouse component of the building that is visible from the road should be treated as a commercial façade.

### 6.5. Roofs, eaves

6.5.1. Pitched roofs: Should double pitched and simple in shape. Single pitched roofs maybe permissible in certain instances.

6.5.2. Flat roofs are subject to approval by the DCC

### 6.6. External walls and plinths

6.6.1. Plinths are not mandatory: If, however, developed, the height shall not exceed 2m. Plinths higher than 2m are to be treated as part of the main façade

6.6.2. External walls must be plastered. Stone and textured plaster maybe used. No face-brick or exposed concrete blocks maybe used

6.6.3. External wall **Colors:** External colors must reflect soft subdued earthy tones such as ochre, sandstone, beige, grey, and autumn shades. Bright and contrasting colors must be avoided. These include red, orange, yellow, blue, purple, pink, and black

### 6.7. Windows, doors and shutters

6.7.1. Windows; openings should be large to generate a spacious and airy quality and optimize on views. Openings should be protected from the sun and rain.

6.7.2. Window and door frames must be either timber, anodized/ powder coated aluminum or UPVC a combination.

6.7.3. Color range: Brown, White, bronze, silver, natural

#### 6.7.4. Specific exclusions

- Mirror/ reflecting tinting
- Small paned windows
- Tinted reflective glass



- Steel frames Highly decorative doors

## 7. Fences/ boundary walls

All perimeter wall fences and walls will require detailed scrutiny and approval by the Tatu City Development Control Committee (DCC).

- 7.1. All aspects of a development that make up the visible elements viewable from the street or adjoining public areas need to be given the same level of design sensitivity and integration as the building facades. They must also contribute positively to the quality of the streetscape and the shared aesthetic of Tatu Industrial park
- 7.2. Fencing transparency should be sensitive to the needs of screening from public view unsightly storage or service areas and at the same time maintaining the objective of an open and active façade
- 7.3. The height of the walls and fences shall be measured in meters from the existing grade level to the top of the walls or fences. Where the grade changes the height of the walls or fences shall also change. The height of the walls or fences shall form an all-round continuum
- 7.4. It is important to note that the height of the wall at the frontage should have a maximum height of 2.4m.
- 7.5. Stone walls shall not exceed 1m while the remaining 1.4m should be made of permeable materials such as wrought irons, clear view, and palisade, among others for purposes of improving visibility.
- 7.6. The rear and side boundary walls shall have a maximum height of 3m, and a minimum height of zero if possible. In some places where the side of the property abuts an open space such as a road or green spaces, the height of the wall should resemble/adhere to standards applicable to frontage boundary wall.
- 7.7. Boundary walls on road intersection/truncation shall be treated in similar manner as stipulated in above. This is done to improve visibility for oncoming vehicles and pedestrians.
- 7.8. The boundary walls should be located along the boundary line of the land and the stonewall should not encroach the abutting property as it is recommended that the blocks should be within the owner's plot
- 7.9. Retaining walls finishes shall be integrated to the general finishes in the rest of the structures on the same premises. In addition, the storm water channels should be within the owner's property and drain into the external drainage along the roads
- 7.10. Materials and finishes: decorative stone base, this may include; split face, slump stonewalls, textured face, Nairobi brick, face brick etc. (no barb-wired fencing is permitted)
- 7.11. **Columns:**
  - Fences shall include architectural columns to break up long and unarticulated planes. Columns shall be constructed at each end of the wall or fence

- Constructed columns shall have distinct finishing materials different from the main wall or fence material. Each column shall have a capping element above its top
- Columns shall be placed at reasonable and functional interval distances as will be determined by the design consultant. Colors of the Walls and Fences; the color of the Walls, Fences and Column moldings must be compatible to the colors of the main buildings

#### 7.12. **Specific exclusions**

- Concrete panel walls
- Barbed wire fencing
- Diamond mesh fencing
- Log type fences
- Concrete or steel palisade fencing
- Solid walls on street boundaries

### 8. **Gates and Guard house design**

- 8.1. Gatehouses are permitted, and should all ways conform to the aesthetic design of the facility, construction material, finishes and color. They should have a roof matching the main building in aesthetic character and the roof may be a flat reinforced concrete slab
- 8.2. The gates shall be located on the road frontage sides of the plot and located within the same line as the boundary fence. Gatehouse to be integrated to the plot fence
- 8.3. There shall be separate gates for pedestrian and vehicular traffic
- 8.4. The pedestrian gates shall have a minimum height of 2.1m and 0.9m width to allow only one person at a time; this is for security enhancement
- 8.5. The minimum height for the gate should be 2.1m; separated gates shall have a minimum of 4.5 m width when adjacent to each other. In case of a single combined gate, the minimum width shall be 7m wide. In an event that two separate gates are serving the same premises, a minimum of 24m should be observed. The second location must be agreed upon by the DCC prior to submission of plans.
- 8.6. External gates facing street sides shall comprise of compatible color to match the building walls, doors and window, and shall consider simplicity and innovation in design

### 9. **Security and Access Control**

- 9.1. Security spikes / or electric fence shall be used as security devices affixed on top of the walls or fences. All electrified fences shall not exceed 0.5m in height and shall be labelled at least every 10m in between and at the beginning and the end.
- 9.2. Warning signs shall be put on a yellow plate of at least 200 x 100mm, fitted at a height of 1.5m from the ground.
- 9.3. No barbed wires shall be used

### 10. **Exterior Lighting**

- 10.1. The lighting of the boundary walls and fences shall primarily be for security and safety within the premises. They shall complement the main project design.
- 10.2. All lights shall be placed on the wall columns with headlamp lighting globes although it is highly recommended that they be reinforced
- 10.3. For security purposes, lighting levels should be adequate for overall visibility
- 10.4. The lighting should be shielded to reflect downwards onto the ground and not the neighboring developments or street. If the premises are to be used at night, gates shall be well lit to help with employees' identification and access control

## 11. Landscape and site design

- 11.1. Landscape concept
- 11.2. Preferred plant material
- 11.3. Parking lot landscaping
- 11.4. Paving material
- 11.5. Retention of significant trees
- 11.6. Site lighting

## 12. Signage and building names

All signage will require detailed scrutiny and approval by the Tatu City Development Control Committee (DCC)

### 12.1. Street names and directional signage

Directional signs and street name signs are combined into the directional signs. The directional signs are to a prescribed design and will include the street name and the names of the companies concerned. The structure will be constructed by the Developer but the cost of individual company name signs are for the account of individual plot owner

### 12.2. Building signage

Signage and company logos towards the external roads should be incorporated into the façade design and are restricted in size and location. This ensures a well ordered corporate image and creates a coherent element between different developments. The size of the signage is restricted to 8.5 m long by 2.2 m tall or 2.4m wide by 7m tall, with no more than 10 percent deviation in size. The sign may only be located in the upper right hand corner of the façade facing the external road.

- i. No pylons are permitted
- ii. Multiple signs facing the external road are permitted at the sole discretion of the DCC
- iii. The use of three dimensional signage is recommended
- iv. Sign attached to buildings within the site shall not exceed the height limit of the building profile.
- v. Signage may be backlit or down lit but not up lit; the signage shall be illuminated using electro-luminescent strips and fluorescent side-lit panels.
- vi. Signage lighting should not be so positioned that it shines directly into any public or service roads or in the direction of the airstrip of approaches to the airstrip

- vii. Perspex shall be the only materials permitted for signage and shall compliment the main building architecture
- viii. Any facility consisting of a primary and secondary signage shall observe a text hierarchy which include;
  - a. Primary signage strategically placed, limited but bold in size, can be observed from longer distances
  - b. Secondary signage provides additional information at smaller in scale and can only be viewed at a closer distance/ pedestrian level
- ix. No flags are permitted

### 13. Fire and safety standards

- 13.1. Buildings must conform to fire safety standards as outlined in the Kenya Building Code (Warehouse Class occupancies); Section S: Fire Safety & Fire Installations of the National Planning & Building Authority - Kenya Planning & Building Regulations 2009; The Occupational Safety Act; and Kenya Bureau of Standards : a Guide to making Your Premises Safe From Fire KS 2390:2012. International best practice is strongly encouraged, including reference to BS 9999:2008: Code of Practice for Fire Safety in the Design, Management and Use of Buildings, UK Building Regulations Approved Document B: Fire Safety in Buildings Other Than Dwellings, and Factory Mutual standards
- 13.2. Buildings must conform to safety standards as outlined in the Kenya Building Code, the Occupational Safety Act and Kenya Bureau of Standards regulations. Particular attention should be paid to Life safety requirements outlined in the above standards

### 14. Environmental Design standards/ Green building

- 14.1. Submission of EIA/WARMA application is obligatory in the event of any processes causing potentially hazardous or toxic fluids, gases, or solid by-products and shall remain the responsibility of the developer
- 14.2. Facilities shall be designed in the most sustainable way possible in order to reduce resource demand and ensure the highest possible standard of environmental protection. Specific requirements are outlined in the Occupational Safety Act, NEMA regulations and the Tatu Sustainable Materials & Energy Protection Standards.
- 14.3. Green building references: LEED standards (<https://new.usgbc.org/leed>), GBCSA (<https://www.gbcsa.org.za/>) and BREEAM (<https://www.breeam.com/>)

### 15. Miscellaneous

- 15.1. Plumbing: Exposed plumbing is not allowed. If used it must not be visible from street and public areas
- 15.2. Air conditioning: Air conditioning and heat-pumps should not be visible from the street, public areas or neighbouring plots

15.3. Alternative energy saving products: Installation of environmentally friendly, alternative energy saving products is encouraged.

15.4. Noise: All external equipment, generators, pumps etc. should be enclosed to ensure that noise levels are within legal controlled limits

## **16. Responsibility**

This guidelines do not absolve the owners/ developers from complying with national building regulations and the requirements of the local authority. Approvals