

# ARCHITECTURAL CRITERIA

## Regional Shopping Center

Updated: August 2016



In the event of a discrepancy between this criteria, mall criteria, lease, and lease exhibits, the most stringent shall take precedence. Tenant, Tenant's design professional, and / or Tenant's general contractor shall confirm the criteria in question with the tenant coordinator before execution of work (or such work shall be corrected by Tenant at Tenant's expense).

# General

## Submission Requirements

Prior to the preparation of Tenant's Plans, Tenant shall visit the premises to verify existing conditions and construction to ensure that none of Tenant's Work shall be in conflict with any existing Landlord or adjacent Tenant improvements and construction.

Tenant shall schedule and sequence all drawing and construction activity to allow the Premises to be open for business as required in the Lease. The following timelines are minimum requirements and do not alter or waive Tenant's obligation to open the Premises as provided in the Lease.

## Preliminary Drawings

Within ten (10) days of Lease execution, Tenant shall submit to Landlord one (1) set of blackline prints of Tenant's Preliminary Drawings showing the intended design of the store, which shall include, but not be limited to, the following:

- Floor plan and fixture plan
- Storefront elevation and interior elevations
- Section drawing through storefront
- Reflected ceiling plan
- Color rendering of storefront or photos of Tenant prototype
- Material and color sample board
- Sign design, size and location
- Merchandising plan of space including both permanent and moveable fixture locations

If the Preliminary Drawings are returned to Tenant without Landlord's Approval, then the Preliminary Drawings shall be revised by Tenant and resubmitted within ten (10) days of the date returned and the same procedure shall be repeated until Landlord fully approves the Preliminary Drawings.

## Working Drawings

Within twenty (20) days of Landlord's approval of Tenant's Preliminary Drawings (but, in no event, any later than forty-five (45) days after lease execution), Tenant shall submit to Landlord two (2) sets of blackline prints of Tenant's Working Drawings.

If the Working Drawings are returned to the Tenant without Landlord's approval, then the Working Drawings shall be revised by Tenant and resubmitted within fifteen (15) days of the date returned and the same procedure shall be repeated until Landlord fully approves the Working Drawings.

Any changes and/or modifications requested by the Tenant subsequent to the review and approval of the final Working Drawings shall require the written consent of the Landlord or Landlord's Tenant Coordinator.

Tenant's Working Drawings shall be prepared in strict compliance with Landlord's Design Criteria as established in the Tenant Information Package and shall adhere to Tenant's "Approved" or "Approved as Noted" Preliminary Drawings.

Working Drawings shall include, but not be limited to, the following:

- Floor plan, fully dimensioned
- Item and fixture layout
- Section drawings

- Reflected ceiling/ lighting plan
- Elevations and Sections of Storefront; Storefront signs and Special Conditions indicated
- Sections and details of Types of Partitions used
- Door schedule with jamb details, including list of Hardware
- Sample Board for Storefront and Interior Finishes
- Plumbing, Heating, Ventilating, and Cooling Plans and Riser Diagrams and Electrical Details
- Submittal forms and other items noted as being required in the Engineering Design Criteria

Signage Shop Drawings shall also be submitted for Landlord's review in accordance with the requirements listed in the signage criteria.

#### **Jurisdiction Authorities**

All Tenant work shall comply with authorities, agencies, or entities having jurisdiction over the Premises, including the Building Department, Fire Department, local utility company, Health Department, Fire Insurance Underwriter and the Landlord.

All construction shall comply with the requirements of applicable codes and laws, including accessibility requirements.

The Landlord does not review the Tenant's drawings for compliance with building code or accessibility requirements. It is solely the Tenant's responsibility to ensure compliance with these codes and the requirements of jurisdictional authorities.

Tenant shall have sole responsibility for compliance with all applicable statutes, codes, ordinances, and other regulations for all work. In those instances where multiple standards and requirements apply, the strictest of such standards and/or requirements shall control unless prohibited by applicable Code.

#### **General Disclosure**

Landlord's approval of Tenant's Drawings is contingent upon Tenant's compliance with Landlord's comments and shall not be construed so as to hold Landlord liable for either the architectural and engineering design of the Premises or the accuracy of the information contained in Tenant's Drawings. Should any conflict arise between any of Tenant's Drawings and the Lease, the applicable portion(s) of the Lease shall be determinative. Landlord's approval of Tenant's Drawings will in no way alter, amend, or waive the requirements or criteria of the Lease.

The Tenant shall be responsible to conduct a site visit to the Premises for the purpose of verifying the existing conditions and construction of the Premises. Landlord's review or approval of Tenant's Drawings does not represent a confirmation or verification of any existing condition at the Premises. The existence of a particular condition in other spaces or improvements at the Mall does not imply acceptance by the Landlord. New improvements are expected to comply with the current design criteria and Mall standards.

These criteria provide general design information and construction requirements. However, for specific information regarding the division of responsibilities of the Landlord and Tenant with respect to the Premise's construction, refer to the actual Tenant Lease or contact the Tenant Coordinator.

#### **Contact Information**

For questions regarding storefront and architectural criteria, engineering design, delivery dates, the scope of Landlord's and Tenant's work and store opening requirements, please contact your Tenant Coordinator or call 317.636.1600 for assistance.

For site survey appointments and access, rules and regulations for construction and information regarding the pre-construction meeting and requirements, please contact the Mall Management Office directly at the phone number listed on the Mall's website.

## Storefront Design Criteria

### General Design Criteria

This Architectural Criteria Manual and the MEP Criteria and Drawings are intended to supplement the Tenant Design Manual which is all part of the Tenant Information Package. Please refer to the Tenant Design Manual for important property specific details and design information. In the event of a discrepancy between this criteria, mall criteria, lease and lease exhibits, the most stringent shall take precedence. Tenant, Tenant's design professional, and / or Tenant's general contractor shall confirm the criteria in question with the tenant coordinator before execution of work (or such work shall be corrected by Tenant at Tenant's expense). All components of the Tenant Information Package can be found at [www.simon.com](http://www.simon.com), Businesses/Property Name/Property Information.

### Landlord Bulkhead

Bulkhead conditions may vary by mall design zone. Refer to Tenant Design Manual for information regarding storefront heights and bulkhead conditions.

Tenant/Tenant's contractor shall provide 5/8" Type "X" gypsum board on Tenant's side of Landlord's bulkhead to structure above. Closure shall be smoke tight.

### Storefront Finishes

Tenant's storefront design shall maximize the use of glazing with the storefront area having a minimum of 70% transparency. Full height opaque areas of the storefront shall be minimal. A constant height opaque sign band, that extends flat across the entire storefront width, is not acceptable. Varied glazed show window heights and/or projections should be incorporated.

All storefront glazing shall be tempered. Butt joint glazing gaps shall not exceed 3/8". Glazing clips shall be utilized for stability per manufacturers/structural recommendations. Silicone joints are not permitted.

All storefront materials shall be high quality, durable finishes with minimal maintenance requirements.

#### Acceptable Finishes

- Brick, Stone, Marble, Granite, Hardwood, Wood Veneer (commercial grade products for use in high traffic areas)
- Powder coated metal or high-tech finishes
- Glazing (tempered)
- Precast/GFRC/GFRG
- Reinforced EIFS (Exterior Insulated Finish Systems)

#### Unacceptable Finishes

- Plastic Laminates/Metal Laminates/Plastic Panels
- Painted Drywall (below 8'-0" AFF.)
- Slat wall or Pegboard
- Aluminum storefront/curtain wall systems
- Metal Finishes

- Mill Finish
- Anodized aluminum
- Field painted metals
- Mirror finishes
- Plexiglas or plastics
- Vinyl or fabric wall coverings
- Soft woods or wood veneers except for commercial grade products for uses in high traffic areas
- Lay-in tile entrance ceilings (entry ceilings shall be hard surface such as drywall)
- Surface-mounted track lighting in entrances or show windows (track shall be recessed)

NOTE: Artificial finishes, faux products or synthetic stone, brick, wood, etc. will be carefully reviewed for application, durability and authenticity.

Storefront and glazing graphics, film, animation techniques, and projection techniques shall be clearly shown on Tenant's Drawings and are subject to Landlord's approval.

### **Entrance Doors**

Swinging doors shall not project beyond the face of the entry construction or into the Mall common area. Doors must lock in the open position during business hours with dustproof strikes and recessed floor locks for both open and closed positions. If incorporating a glass pivot door system, a minimum of ½" thick, tempered glazing shall be utilized and shall be in compliance with manufacturer and structural recommendations.

Rolling grilles shall have an anodized or power-coated bottom rail that rests flush with entry ceiling when open. Grille guides shall be recessed into entry walls.

Sliding glass door systems with floor tracks are not permitted. Sliding grilles (if approved by the Landlord) may be permitted for special use such as jewelry stores on a corner location with storefront openings greater than 20'-0" wide.

### **Storefront Structural Support**

Do not weld, drill, screw, or shoot into Landlord's structure. Use clamps or compression techniques. All storefront work requiring structural support shall be supported at the head sections by a welded structural steel framework provided by Tenant. All storefront framing shall be structurally independent of Landlord's bulkhead and self-supporting from the Tenant's floor slab. Tenant may connect to Landlord's bulkhead for finish purposes only, and to Landlord's structural members for lateral bracing only (refer to "Structural Requirements").

### **Storefront Bases**

The storefront base shall be a minimum of six inches (6") in height. The base shall be constructed from highly durable non-porous material such as stone, tile, substantial gauge metal with a powder-coated finish, stainless steel, or other material that can withstand contact with cleaning equipment and solutions. Tenant may extend glazing to floor utilizing a fully recessed glazing channel where trenching of the floor slab is permitted by Landlord.

### **Entry Floor**

Unless otherwise approved by Landlord, the Mall floor finish material shall be extended into the Tenant's entrance opening to the rear of the most prominent storefront design element (usually, beyond the door to the rear of the entrance ceiling).

Entrance floor finishes other than the Mall finished floor material will be closely reviewed for application, durability and visual impact with respect to quality of appearance. If Landlord permits the use of a floor material other than the Mall floor finish, said material shall be hard surface, high quality, and durable such as stone, marble, or ceramic tile. Wood flooring directly in the entry is discouraged. Faux wood products are not allowed as an entry floor. All wood flooring shall have a minimum of a 1/8" thick wear layer.

The finished floor elevations at the entrance must be level with the finished floor elevation of the Mall.

Tenant shall provide a metal embedded transition strip flush with the hard surface flooring at all transitions between different floor finishes. No trip hazards such as reducer strips, thresholds, or other noticeable transition devices shall be permitted between different floor finishes.

Vinyl and/or rubber resilient flooring or sealed/stained concrete systems are not permitted as entry flooring or in the Design Control Zone.

### **Storefront Lighting**

Display window lighting shall be incandescent, HID or similar color light source, as approved by the Landlord. Light sources and track lighting must not be visible from the Mall common area. Sodium lamps are prohibited in storefront areas.

Show windows and display areas shall be adequately illuminated and ventilated. Exposed fixture lamps are prohibited without prior Landlord approval; no lamp shall extend below the ceiling or below the display window heads in the Design Control Zone. Displays, show windows and entrances shall be illuminated during all Mall hours of operation, and shall be controlled by an automatic time-clock or control system connected to the Tenant's power supply.

### **Storefront Design Control Zone**

The Tenant Storefront Design Control Zone is the area of the store extending from the storefront lease line into the store a minimum of five feet (5'-0") across the entire width of the store. Since the appearance of this zone is critical to the overall store appearance, design solutions and materials are expected to be of the highest quality and will be closely reviewed by Landlord.

Ceiling materials shall consist of gypsum board, wood, metal, or other types of hard surface materials. Acoustical ceilings and open ceilings will not be permitted in the Design Control Zone.

Sprinkler heads shall be fully recessed with cover plates at entry vestibule and storefront show windows.

Tenant music systems, speakers and sound systems are not permitted to be installed within the Design Control Zone. Speakers/ sound systems located behind the first 5'-0" of the entry shall have a separate volume control that can be set to the Mall Managers' specified level. The backs of Emergency Exit signage/lights (over the entry doors) must not be visible from the mall common area.

Security systems shall be fully concealed. Gate style or pedestal type security systems are not permitted. Security cameras, vision panels, or "bubbles" shall not be exposed to public view in the Design Control Zone.

All walls within the Design Control Zone shall be provided with high quality finish material – plain painted surfaces are not permitted. Materials such as stone, tile, wood panels, the use of trim and other decorative treatments shall be utilized. Slat wall and grid wall are not permitted.

No previous Tenant storefront, or storefront materials, fixtures or finishes shall be reused.

Tenant shall extend the bottom of Landlord's bulkhead to the point of closure for any portion of the Tenant's storefront that is recessed behind the Landlord's bulkhead. All finishes shall match the bottom of the Landlord's bulkhead.

Tenant shall construct a "roof" or finished top on all storefront projections beyond the Landlord's bulkhead. In locations where the "roof"/top is visible from an upper level floor, then the closure shall be sloped and constructed using approved glazing systems unless otherwise approved, in writing, by Landlord. The closures' finishes and construction shall be consistent with the Tenant's storefront design.

### **Store Display and Merchandising**

Within the Design Control Zone, the side walls and show windows shall be dedicated for use as a high-quality show window display. A creative display is required – standard merchandise racks, and wall finishing materials such as slat wall and prepackaged wall-mounted grid systems are prohibited.

Distinctive, high-quality and appropriate display techniques which best showcase the Tenant's merchandise must be used.

At the storefront entry, display fixtures and merchandise must be placed at least 3'-0" behind the Tenant's entry door/ closure line. Merchandise rack and display features must not block customer traffic flow in and out of the store.

Television monitors proposed to be installed at the storefront or within the Design Control Zone require specific approval by the Landlord, and will be reviewed on a case by case basis. If approved, monitors shall be incorporated into the overall storefront design and are to be encased within attractive display fixtures to conceal all surfaces except for the screen surface. They must be mounted a minimum of 3'-0" behind the storefront glass and must incorporate slow fade type graphics with no sound, animation is not permitted. Maximum screen size is 42" measured diagonally. All cables and wiring must be concealed from view.

### **Show Window Safety Logos**

Repetitive safety symbols (graphically designed) or lettering may be applied to the inside face of storefront glazing as approved by Landlord for identifying transparent surfaces for customer safety purposes. Emblems, logos, and letterings must not exceed 4" in height.

## **Interior Design Criteria**

### **Tenant Service Door**

Unless existing, Tenant shall be responsible to install, finish, and maintain in good repair a service door. The door and surrounding wall surface shall be finished and sized to match Mall standards.

When the service door is to be installed in a CMU wall, the opening shall have a steel angle lintel header and metal corner guards at the jambs.

The existing exterior door location shall not be altered by Tenant without prior written approval from the Landlord.

The Landlord has established standard service door signage for each Tenant service door. No additional signage shall be permitted unless approved by Landlord.

### **Tenant Interior Wall Construction**

Typical interior wall construction is to be composed of non-combustible metal stud framing sized per structural recommendations, with 5/8" type 'x' gypsum board, taped, spackled, sanded, and finished.

Metal stud framing shall extend up to the structure above as required so the wall is adequately braced and supported. Entire perimeter and penetrations through demising walls shall be fire-sealed per UL rating requirements. Do not attach directly to Landlord's roof deck (refer to "Structural Requirements").

#### **Prohibited Wall Construction**

- Concrete masonry unit or other masonry partitions, except at existing masonry demising or exterior partitions to infill and match the base building construction.
- Wood stud construction
- Modifications to the exterior walls of the building shell, without Landlord's prior written approval.

If required by code, Tenant shall install two (2) hour fire rated finish for all common duct shafts and walls adjacent to exit or service corridors.

If Tenant's sound transition level through demising walls does not meet a rating of STC 50 or greater, Tenant shall, at Tenant's expense, install sound attenuation and/or resilient furring as required to comply.

Tenant shall be responsible for maintaining the code-required fire rating at all demising wall penetrations (ductwork, piping, conduit etc.). This work shall include the installation of fire stops and fire-rated penetration seals as required by code.

### **Wall Finishes and Store Fixtures**

Interior wall finishes shall be high quality, long lasting, and durable. Finishes shall comply with all applicable building code and Insurance Underwriter requirements for appropriate fire resistance and flame spread ratings and are subject to Landlord approval.

Sales area wall merchandise display system criteria:

- Wall standards within 20'-0" of the storefront are to be recessed flush with the wall finish material
- Wall standards installed in any demising wall may not compromise the fire rating of the demising wall
- All slat wall used in the Sales Area must be provided with slot liners which are finished to be compatible with the finish of the slats.

All trade fixtures shall be first-class new fixtures with durable finishes consistent with anticipated use.

All finished wood shall be millwork quality kiln dried with a durable protective finish where exposed to public contact.

Asbestos containing materials, fiberglass, formaldehydes or any other known hazardous materials are prohibited.



Prohibited Wall Finishes:

- Plywood Paneling
- Reflective wallpaper or tambour
- Pegboard

NOTE: the use of slat wall, grid wall, artificial finishes, faux products, or synthetic stone, brick, wood, etc will be closely reviewed for extent, finish, and visual impact with respect to quality of appearance.

**Floor Finishes**

All transitions between floor finishes of unequal thickness shall be accomplished by a gradual transition with floor leveling compound to create a smooth and level walking surface. Tripping hazards such as carpet trim strips and reducer trim strips are not permitted.

Carpeting, if used in the sales areas, shall be of the highest quality. Commercial grade high-quality cut pile or loop/cut pile combination is required.

The reuse of any existing floor finish is strictly prohibited.

Prohibited Floor Finishes:

- Single-color, low-profile, all-loop carpeting in the Sales Area
- Vinyl tile or any other sheet goods flooring (such as rubber flooring) in the Sales Area
- Simulated materials, such as simulated wood, of any kind
- Slick or slippery finishes that may lead to falling
- Painted, stained, or exposed concrete (unless otherwise expressly approved by Landlord in Tenant's lease)
- No rubber/vinyl wall base is permitted in the Sales Area

**Tenant Display Fixtures, Rack/Shelving/Storage Unit Requirements**

Tenant display fixtures in the retail space and rack/storage units in the stockroom must be designed to provide adequate clearance for the automatic (fire) sprinkler system. No displays or storage should exceed 12 ft. and ceilings must be installed to provide at least 18 in. of clearance between the top of the storage and sprinkler deflectors.

Tenant displays or storage higher than 12 ft. are classified as "high piled storage", which requires high hazard automatic (fire) sprinkler protection designed per FM Global Loss Prevention Data Sheet 8-9 and NFPA-13-Chapter 12 for the storage of "Group A Plastic" commodities. High piled storage also requires at least 36 in. of clearance between the top of storage and sprinkler deflectors.

Tenant mobile (compact) storage systems shall be constructed of wire mesh shelves. However, if constructed with solid (steel, wood), the units must be equipped with 3 in. spacers to provide flue spaces at 4 ft. to 5 ft. maximum intervals.

Tenant's Architect/General Contractor must provide the following information to the Sprinkler Contractor regarding stock/storage area:

- Type of storage units (Details of storage unit)
- Type of shelving (wire mesh, solid, steel, wood, etc.)
- Type of commodities (plastic, aerosols, clothing, etc.)
- Elevation of highest shelf

**Waterproofing Membrane**

If the premises concrete slab is not on grade, Tenant shall install a waterproofing barrier membrane, in accordance with Landlords specifications, in all areas that may be exposed to fluids or liquids including, but not limited to, restrooms, food preparation and service areas, laundry and dry cleaning areas, and photo processing areas. Waterproof membrane shall extend 6" up all adjacent walls.

All drains must be accessible and have cleanouts.

The Tenant shall sleeve, fire-stop, flash and caulk all penetrations so as to provide an adequate seal. Refer to the required waterproofing specifications included as part of the Tenant Information Package.

Each Tenant space wet area will be required to undergo an on-site, four-hour flood test to be performed by the Tenant contractor while witnessed and documented by Landlord personnel.

If Tenant currently occupies any portion of the Premises, or, if any portion of the Premises was previously occupied by a former tenant, Tenant shall remove all previous floor penetrations not intended to be re-used, patch & repair the floor to original condition and re-seal all remaining floor penetrations to be re-used utilizing Landlord's waterproofing specifications.

### **Interior Ceiling Criteria**

Interior ceilings shall be painted gypsum board, 2'x2' acoustical ceiling tiles (tegular edge) or open to deck. "2<sup>nd</sup> look" acoustical tile ceilings will also be permitted. Tenants are encouraged to consider other types of ceiling treatments or finishes that may be in keeping with their overall design concept.

Hard surface ceilings shall have individual access panels to allow access to Landlord's and Tenant's systems.

All ceilings and associated framing, furring, and blocking shall be non-combustible UL approved materials. Absolutely no wood of any kind shall be used above any ceiling or soffit, including fire retardant treated wood blocking.

Ceiling heights within the Premises may be restricted depending upon field conditions. Tenants are encouraged to use a variety of ceiling heights throughout their space.

All ceiling construction is to be properly supported to structural members only (refer to "Structural Requirements").

Soffits are to be supported solely by a wire suspension system and must be properly braced to the structure (refer to "Structural Requirements").

### **General Construction & Structural Requirements Supplemental Structural Framing**

Supplemental structural support framing shall be designed by a licensed structural engineer employed by Tenant to adequately support the Tenant's suspended equipment within the Premises.

The Landlord may require that engineering analysis, review, or design be performed by Landlord's engineer at Tenant's expense.

### **Structural Alterations**

No alterations, additions, reinforcements, or modifications to Landlord's structure to accommodate Tenant's work shall be performed, without obtaining Landlord's prior written approval.

The Landlord may require that approved structural or mechanical/electrical modifications be performed by the Landlord's contractor and/or engineer under contract to Tenant at Tenant's expense.

### **Mezzanine Structures (if approved by Landlord in Tenant's lease)**

Mezzanine structures within any Tenant space shall require review and approval in writing by the Landlord's structural engineer at the Tenant's expense. All mezzanines shall be designed to be self-supporting and meet all applicable design standards, requirements and codes.

### **Concrete Floor Slab**

All concrete work by Tenant for slab on grade or structural slab shall comply with the more stringent of Landlord's project standards, the American Concrete Institute's standards for installation, performance, finishing, and ASTM specifications and requirements.

### **General Structural Conditions**

The Tenant's construction, fixturing and normal occupancy load shall not exceed 75 lbs/s.f. loading capacity without Landlord's prior written consent. All storefront construction shall be floor supported only with an appropriate structural system. No vertical load shall be suspended from Landlord's storefront bulkhead system. Welding to the base building structure is not permitted.

Tenant shall not drill, screw, weld, or shoot into Landlord's structure or structural members. All attachments shall be with beam clamps, clips, wire, or bolts with washers. Do not attach any construction directly to Landlord's roof deck. Joists, beams, trusses, and girders may be used for lateral bracing and spanning support. Do not support any construction from Landlord's cross-bracing or bridging.

### **Roof**

All roof work, penetrations, flashing, and repair shall be performed by Landlord's roofer at Tenant's expense.

### **Demising Walls**

Demising walls shall conform to all local codes, ordinances and UL design requirements.

## **Interior Design Criteria**

### **General Signage Criteria**

All signs that are located within the Design Control Zone shall be specifically approved in writing by the Landlord. All signage is to be of the highest quality design and construction. Tenant signage shall be designed to be proportionate in scale to the elevation to which it is affixed and in accordance with the following criteria.

Shop fabrication and painting is required. All conduit, raceways, attachments, labels, fasteners, mounting brackets, wiring, clips, transformers, disconnects, lamps (except exposed neon tubes) and other equipment or mechanisms required for all signage shall be concealed from view. Light leaks are not permitted. Weep holes are permitted only on exterior signs.

Illuminated signs must be connected to a 7-day, 24-hour time clock set to the hours specified by the Mall Management and must remain illuminated during all Mall hours of operation.

The following types of signs and sign components are a sample of signs that are permitted:

- Internally illuminated individual channel letters with opaque metal sides and acrylic plastic face, illuminated within by 3700-K-3500-K neon or LED lighting systems
- Metal letters backlit to produce a “halo” effect, illuminated with 3700-K-3500-K neon or LED lighting systems. (Letters shall be of fully welded construction.)
- Box or cabinet type signs are permitted only if recessed into the storefront. Cabinet sign design shall be integrated into the overall design of the storefront. Exposed lighted surfaces are limited to the letters. The background shall be opaque, and of high quality materials. (i.e. brushed metal, opaque glass, etc.)
- Edge-lit, sandblasted glass
- Gold leaf or silk screened on front of backlit tempered glazing
- All electrical signage shall bear the UL label and must comply with all governing codes
- Channeled letters, belts, fastenings, and clips shall be of enameling iron with porcelain enamel finish; stainless steel, polished brass or copper, or carbon baring steel with painted finish. No black iron material will be permitted.
- Other visually creative or graphically interesting types of signs will be considered.

The following types of signs and sign components are strictly prohibited:

- Taglines (regardless of DBA), tenant website addresses, registered trademark symbols and signs advertising products, services or vendors
- Box or cabinet type construction where the outline of the box or cabinet is visible (the box or cabinet must be fully recessed into the storefront framing and finishes)
- Signs employing exposed raceways, ballast boxes, or transformers
- Sign manufacturers’ names, stamps or decals
- Signs employing luminous vacuum formed type plastic letter signs
- Signs employing unedged or uncapped plastic letters with no returns and exposed fastenings
- Paper or cardboard signs, stickers, or decals hung around, on, or behind storefront
- Exposed tube neon signs (except for open face channel letters)
- Freestanding, moving, rotating, flashing, blinking, noise making or odor producing signs
- Signs which are not professional in appearance
- Signs which appear temporary in appearance or construction
- Banners of any type
- Window graphics

### **Storefront Identification Signs**

Tenant shall provide and install a storefront identification sign for the Premises. Each individual Tenant’s storefront identification sign shall be installed on the Tenant’s storefront surface and shall be integrated into the overall storefront design.

Storefront signage is limited to the DBA name listed in the Lease Agreement only. No tag lines are permitted. Tenants are limited to one storefront sign per elevation. Tenants with multiple elevations (corner Tenants) are permitted one sign per elevation, or 2 storefront signs total.

Storefront signage shall not be located closer than two feet six inches (2’-6”) from the edge of each neutral pier or side lease line. Storefront signage is limited in length to 70% of the Tenant’s overall frontage, and in no case may the length of the sign exceed 20’-0”.

Maximum letter heights are determined by the overall length of Tenant’s store frontage according to the guidelines listed below:

Up to 30’ storefront

18” capitals

30'- 60' storefront	12" body 24" capitals
60' storefront or greater	18" body 30" capitals 24" body

Tenants may also be permitted logo signage, at the Landlord's discretion. Customary logo, insignia, hallmarks or other nationally know trade identification will be respected and reviewed on a case by case basis.

Tenant signs may project a maximum of 5" horizontally beyond the lease line.

**Blade Signs (if approved for use at the property)**

Tenants shall refer to the property specific Tenant Design Manual which will indicate when blade signs are permitted to be installed. Blade signs are not approved for use at all properties; if the property specific Tenant Design Manual makes no reference to blade signs, then they are not permitted at that property. This Architectural Criteria Manual is intended to supplement the property specific Tenant Design Manual, in the event of a discrepancy between the below blade sign criteria and the property specific Manual, then the property specific Tenant Design Manual shall take precedence.

Tenants can elect to use a variety of media for their signs; however, blade signs are required to meet the following criteria:

- Sign panels can be a maximum of 3" thick. Construction can be of wood, metal, sandblasted tempered glass or an alternate type material may be submitted for Landlord's review.
- Sign panel shall be supported by a bracket attached to the Tenant's storefront or as indicated per Tenant Design Manual. At no time may the blade sign panel be attached to the Landlord's neutral pier or bulkhead.
- Perimeter of the sign should fall within a 2'-6" (h) x 2'-6" (w) envelope with a maximum area of 5 sq. ft. Tenant shall determine a creative sign shape.
- Top of sign panel support bracket shall not exceed the top of Tenant's storefront. Minimum clearance to the bottom of the sign is 9'-0" A.F.F. Maximum projection beyond storefront shall not exceed 3'-6", including the support bracket.
- Wording of the blade sign is limited to the Tenant's trade name (DBA) and logo.
- Tenant's customary signature or logo, hallmark, insignia, or other trade identification will be respected and reviewed on a case by case basis for use as the blade sign design.
- Blade signs shall not be illuminated.

**Signage Approval Process**

Landlord's approval of Tenant's storefront signage shall be based on the size and style of the sign and lettering, the location of the sign within the storefront, and the cohesive integration of the sign into the overall storefront design.

Approval of the Tenant's preliminary design or Working Drawings by the Landlord shall not constitute review and approval of the Tenant's signage. Tenant shall submit one (1) set of the Tenant's sign shop drawings for review and approval by Landlord. Fabrication or installation of the Tenant's signage shall not commence before the Landlord's approval of the sign shop drawings.

The Tenant is responsible to obtain sign and electrical permits as may be required by the local jurisdiction.

**Sign Shop Drawings**

Sign shop drawings shall be submitted by the Tenant, for the Landlord review and approval, prior to fabrication and installation of the sign. These shop drawings provide complete information for the Landlord to understand the signage design and appearance.

Sign Shop Drawings shall:

- Provide a store elevation, dimensioning each sign location
- Provide a section(s) through the sign relative to the lease line
- Identify the materials, color scheme, fabrication techniques, illumination and mounting systems, and the access for repairs and/or re-lamping (photographs of similar signs should be submitted if available)

Blade sign shop drawings shall include, in addition to above, colored elevation of sign indicating the dimensions of all graphics and elements, including sign height, length, and depth. Minimum scale should be 1" = 1'-0".