Adopted - 4/16/19

DESIGN GUIDELINES

The Village of Glencoe

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1A Purpose of Design Guidelines

These Design Guidelines address the community's desire for attractive visual appearance, functional compatibility, and the enhancement of community character within the Village of Glencoe.

Urban design, community character, sense of place, historic preservation, and architectural integrity have become widely accepted in public perception and in the law regarding the responsibility to protect the public health, safety and welfare. The profession of planning, and each of these elements of design and planning, have their roots in the concepts espoused more than 100 years ago by the leading designers and reformers at the 1893 Columbia Exposition. For at least the past 50 years, the suburban North Shore communities have imposed some form of development and appearance review on commercial, multi-family, and sometimes single-family development. Glencoe established its first Appearance Guide in July 1976 as an amendment to the Village Code. With this document, the Village will update and reinforce its efforts to encourage great public and private design.

Design Guidelines should address each of several different perspectives represented in the development process: the private property owner and their supporting professional designers that seek to use and improve their property; the public, particularly those nearby property owners who may be directly affected by the impact of new development or redevelopment; and the Village and its staff that are responsible for protection of public interests, public property, public infrastructure, supporting public services, and for the economic sustainability of the community.

As expressed in the Plan for Downtown Glencoe, these Design Guidelines are not intended to establish or empower "the style police". Rather, in conjunction with the Plan for Downtown Glencoe, and the Glencoe Zoning and Sign Ordinances, these Design Guidelines are intended to protect the quality of the built environment, encourage appropriate use and reinvestment in buildings and property, and provide a consistent, fair and predictable development approval process.

Note: Unless otherwise noted, all photo sources are Teska Associates, Inc.

We have drafted these Design Guidelines on a three-level platform:

Design Goals are aspirational and speak to the what and why of the "end conditions" that establish and maintain great places. They articulate the vision of what we would like the business districts to look like, feel like, and perhaps the emotions they evoke.

> **Design Guidelines** are more specific to how design goals may be achieved. The decision of staff and the Plan Commission, as part of the exterior appearance review process, will determine whether the request for a building permit follows these guidelines.
>
> > **Design Elements** are the indicators which, individually or collectively, present evidence of compliance with the design guidelines. They are characterized here as a check-off box to reinforce the ability to determine, yes or no, whether they are evident.

1B Audience

Who should use this document? In general, there are three audiences for these design guidelines:

Business District Property Owners and their Design Professionals: In advance of seeking approval of development, redevelopment or property improvements.

Decision Makers and Village Staff: Appointed and Elected Officials whose actions affect the character and value of the environment of the Village of Glencoe.

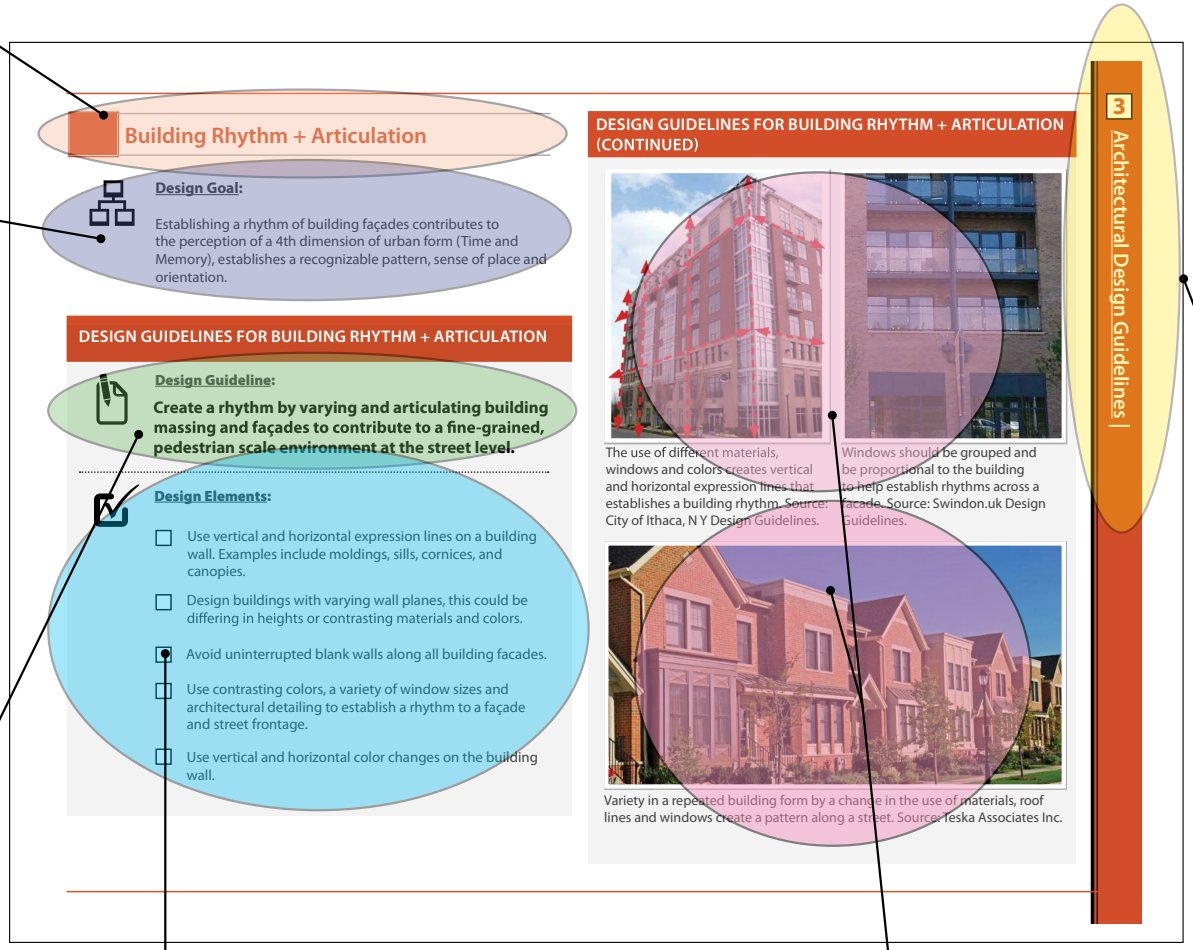
The General Public: Individuals and community groups who have an interest in the physical quality of the business districts or may be affected by the decisions within the Village.

1C Reader's Guide and How to Use the Design Guidelines

Design Title

Design Goal
Design Goals are aspirational and typically speak to the what and why of the "end conditions" that establish and maintain great places. They articulate the vision of what we would like the business districts to look like, feel like, and perhaps the emotions they evoke.

Design Guideline
Design Guidelines are more specific to how design goals may be achieved. The decision of the Village staff and Plan Commission, as part of the exterior appearance review process, will determine whether these guidelines have been followed.



Chapter/Section
Within the document this is where you will be able to navigate the chapter and sections. Each bar is color coded to the corresponding chapter/section- (see table of contents)

Design Elements
Design Elements are the indicators which, individually or collectively, present evidence of compliance with the design guidelines. They are characterized here as a check-off box to reinforce the ability to determine, yes or no, whether they are evident.

Illustrations and Descriptions
Illustrations and descriptions are diagrams or pictures that provide detailed examples of the design goal, design guideline and design elements. They are for illustration only and are neither regulatory nor shown as valid in all cases.

1D Design Goals

Public Realm Design Goals:

- The exceptional character and quality of life articulated in the Plan for Downtown Glencoe.
- A unique identity using public art, architecture and landscaping that enhances civic pride, depicts a cultural or historic event, and adds interest to public spaces.

Site Enhancement Design Goals:

- Property enhancement and visual interest, highlighting architecture and key site features, providing shade, screening unattractive sites from the public view or providing buffers between properties.
- Minimal adverse vehicle impact on pedestrians and the public realm.
- Minimal adverse impact to pedestrian safety and vehicular circulation created by conflicts with loading and unloading service areas.

Building Form Design Goals:

- Continuation of a pedestrian scale, and the framing of comfortable public spaces. Preventing the negative visual impact of large buildings and long façades of single developments and create diversity that relates to the surrounding uses and to the pedestrian scale.
- A rhythm of building façades along a blockface that contributes to the perception of a 4th dimension of urban form (Time and Memory), and establish a recognizable pattern, sense of place and orientation.
- Comfortable outdoor rooms, framed by public and private buildings and street trees, that enhance the pedestrian environment and reinforce the sense of place.
- A distinguishable identity for individual tenant spaces accentuating each façade bay and visually breaking-up the street frontage.
- An enhanced pedestrian environment.
- Buildings located on corners that define the street character and activate the public realm on both street frontages.
- Mechanical equipment and utilities screened and away from public view and outside of the public right-of-way.

Facade Elements Design Goals:

- Inviting entrances that are focal points of the building.
- Windows and doors designed to be compatible with the business district character.
- Awnings and canopies that offer shade and cover from the elements to enhance building architecture, and added color and interest to the streetscape.
- The use of durable, traditional and / or new building materials that are consistent with the surrounding context.
- Lighting that enhances building façades, site visibility and safety.
- Protect the value and character of historic buildings and their influence in placemaking, community character, and the sustainable economics of the Business District.
- Clear identification of the building and building use while adding visual interest to the buildings architecture.

1E Procedures

Application for Exterior Appearance Review:

Exterior Appearance Review is an important part of the development permitting process in the Village of Glencoe. In this process, applicants work with Village Staff and the Plan Commission to help ensure design consistency with the Design Guidelines in this document. The Village Staff will assist a property-owner, builder or business owner by providing application forms, scheduling meetings with staff and Plan Commission, public notices, etc.

Prior to filing a formal application, an applicant will meet with Village staff in a pre-application conference during which the staff and applicant will discuss the request, the design guidelines, the process of review, required documents and will often make suggestions that improve the probability of approval of the application.

In some cases, staff review is the only required process and does not require subsequent Plan Commission review. Where projects exceed the delegated authority of staff review, (e.g. the proposal of a new building), the staff will conduct a thorough review of the application and will prepare a staff report, and then refer the application for Exterior Appearance Review of the Plan Commission.

Exterior Appearance Review approval must be obtained before receiving a zoning or building permit if such permits are required for the proposed work.

2A Existing Context and Character

Glencoe remains a mature, low density suburban residential commuter suburb within the North Shore of Chicago. The 2010 census identified 8723 residents in 3013 households within its 3.78 square mile area. Founded in 1867, its initial growth and prosperity are linked to the Chicago and Milwaukee rail line (later the Chicago and Northwestern, now the Union Pacific RR.) which allowed commuting and trade with Chicago, and a rapid expansion in the 1950's and 1960's coincident with Chicago's post-war suburbanization and the extension of the Interstate Freeway (Eden's Highway) past its border.

Glencoe's three commercial districts are also linked to these two transportation arteries: Its central business district (referred to in this document as Downtown Glencoe) is adjacent to the Metra commuter station (on the Union Pacific ROW); the Highway Frontage district is adjacent to the Dundee Road access to Eden's Highway and its Frontage Road; and, the Hubbard Woods Plaza is adjacent to the Hubbard Woods commuter station in Winnetka.

Each of the three commercial districts reflects the architecture of its era. Downtown Glencoe is a product of more than 100 years of growth, evolution, reuse and rebuilding. There are some structures in the downtown that were originally constructed in the late 1800's , though many more date to the 1920's and 1930's. These are, for the most part, one and two story masonry buildings with brick facades, glazed commercial storefronts, and in some cases, upper floor office or residential spaces built to the front sidewalk (r.o.w.).

Scale and walkability are strengths in much of the Downtown. The sidewalks and streetscape are attractive, and comfortable, paralleling the storefront entries. The sidewalks can accommodate outdoor seating, trees and people walking side-by-side. The diagonal parking lining both sides of two-way roadways has a traditional feel that most drivers perceive as convenient and easy to navigate. Building and awning-mounted signs serve to inform drivers, and window signs inform pedestrians, of the goods and services provided. Face-to-face (storefront facing storefront) retailing and small store spaces support comparison shopping. A proportionately high number of first floor windows supports window shopping and a view of the activities on sidewalk and in the stores. Second and third story uses frame the path and create outdoor rooms through which Downtown users (on foot, bike or in vehicles) move and perceive the Downtown in sequences that engender a positive, memorable image. Pedestrian scale lighting and building/interior lighting extends the hours of safe, attractive walking.

Hubbard Woods Plaza was constructed in the mid 1960's and reflects a then "modern" suburban strip, single-sided, one-story retail center with a parking field between the street and building. The Frontage Road district was developed in as automobile dealerships in 2001-2006, and are glass and steel single-purpose showrooms with large outdoor automobile parking/display lots between the street and building.

These guidelines are also used in the review of multiple-family structures within the Village's RD district which extends along the west side of Green Bay Road (south of Downtown to the Village southern border with Winnetka) and near the intersection of Green Bay Road and Maple Hill Road. Many of the multi-family homes are mid-century and late 20th century garden apartments and townhomes.

2B Areas of Jurisdiction

The provisions of the Design Guidelines for the Village of Glencoe, which may be adopted or amended from time-to-time pursuant to resolution of the Village Board of Trustees (the "Design Guidelines"), shall apply to property zoned B1, B2 or HF.

The provisions of the design guidelines specifically pertaining to multiple-family development, adopted by the Village of Glencoe on 9/11/03 (the "Residential Design Guidelines"), which may be amended or incorporated into this Design Guidelines document, pursuant to a resolution of the Village Board of Trustees apply to multiple-family buildings on any property zoned RD, and are included within this document as Appendix 5B.

Where residential buildings are proposed within the B1 or B2 zoning districts, the Design Guidelines apply and the Residential Design Guidelines may be used as a supplementary resource.

To the extent any provision of the Design Guidelines is in conflict with State law or with any ordinance of the Village, then such State law or Village ordinance shall prevail.

3A | Public Realm

Sidewalk + Streetscape

Design Goal:

The exceptional character and quality of life articulated in the Plan for Downtown Glencoe

DESIGN GUIDELINES FOR SIDEWALKS + STREETSCAPE

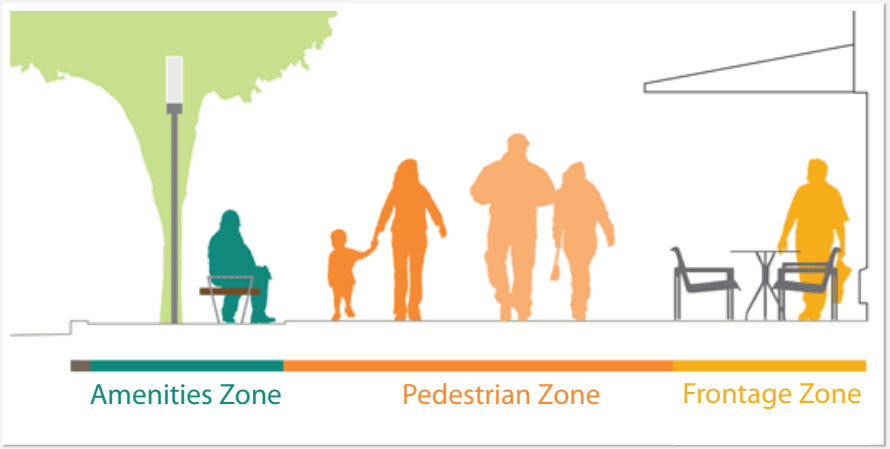
Design Guideline:

Within the Downtown business district, extend and enhance the existing streetscape system. Follow the guidance of the Plan For Downtown regarding extending the tree canopy, enhancing the special character of subareas of the business district including the arts/culture driven Tudor Court, and emphasize the pedestrian friendly, day-long/year-round environment.

Design Elements:

- ☐ Use kiosks, walkways, street furniture, street lighting and wayfinding signs to enhance the appearance and function of the business district.
- ☐ Locate street furnishings along the street side edge of sidewalk or adjacent to the building face (the frontage zone) to not interfere with pedestrian circulation.
- ☐ Accentuate key focal points, gateways, entrances and corners with art, way-finding signs, special landscaping and lighting.
- ☐ Maintain consistent design character along the length of a block / business district through coordinated design, type, color and material of street furniture.
- ☐ Create a strong sense of the "outdoor room" along streets and open spaces by incorporating a continuous row of trees and landscape plantings.

DESIGN GUIDELINES FOR SIDEWALKS + STREETSCAPE (CONTINUED)



Source: Ministry of Transportation, Ontario CA

Amenities Zone

A Transition area between the pedestrian zone and the street. Best accommodates the elements that complement the street such as lighting, signs, trees, trash receptacles, bike racks, seating and other public street furniture.

Pedestrian Zone

The Main path of travel for a continuous, clearly defined, unobstructed route clear of obstacles and accessible to users of all abilities.

Frontage Zone

A shared area between the pedestrian zone and buildings and private property, which may accommodate outdoor awnings, overhangs, café railings, planters and doorways.

Awnings and canopies along the frontage zone, wide sidewalk for the pedestrian zone and landscaped buffer with trees for the amenities zone. Source: Downtown Fredericton CA, Built Form Design Guidelines.

Public Art

Design Goal:

A unique identity using public art, architecture and landscaping that enhances civic pride, depicts a cultural or historic event, and adds interest to public spaces

DESIGN GUIDELINES FOR PUBLIC ART

Design Guideline:

Highlight special spaces by incorporating public art into the design, and by creating stand-alone public art projects.

Design Elements:

- ☐ Public art should enliven the character of Glencoe, reinforcing its identity.
- ☐ Locate public art to mark key paths of movement (such as trails, corridors, and connections), to highlight major entries and to anchor key spaces.
- ☐ Accommodate "pop up" temporary art that fits within the scale, context, and character within which it is placed.

DESIGN GUIDELINES FOR PUBLIC ART (CONTINUED)

Unique and creative ways to display art on existing streetscape elements.

Simple ways to establish a sense of place with color.

Public art can be used to enhance a walkway or feature.

Scupltures can be used to represent a character of an area.

4A | Site Enhancements

Landscaping

Design Goal:

Property enhancement and visual interest, highlighting architecture and key site features, providing shade, screening from unattractive sites from the public view or providing buffers between properties.

DESIGN GUIDELINES FOR LANDSCAPING

Design Guideline:

Design areas of landscape within larger areas of hardscape and along edges to soften the space and provide a more visual appeal within the pedestrian environment.

Design Elements:

- ☐ Use a consistent landscape palette to establish a sense of visual continuity within a site.
- ☐ Use landscaping to highlight a building entry, walkway or other feature.
- ☐ Favor native plant and tree species, that are both drought and cold tolerant species.
- ☐ A combination of fencing, screen walls, and landscaping may be used for screening of unattractive sites features.

DESIGN GUIDELINES FOR LANDSCAPING (CONTINUED)

Use landscape elements to define paths within an area.

The use of a variety of plant materials are used to enhance a walkway and entrance.

Plants and trees can be used to enhance the a sidewalk creating a visual interest and breaking up the urban environment.

Landscaping can be used as a buffer between buildings and vehicles.

Parking + Parking Lot Amenities

Design Goal:

Minimal adverse vehicular impact on pedestrians and the public realm.

DESIGN GUIDELINES FOR PARKING + PARKING LOT AMENITIES

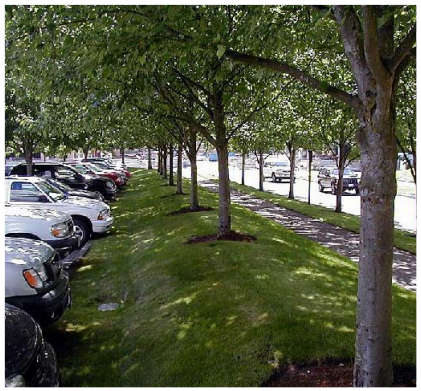
Design Guideline:

Design parking areas to be landscaped and screened from the public right of way wherever possible, while assuring pedestrian and bicycle safety.

Design Elements:

- ☐ With the exception of auto dealerships, locate off-street parking at the rear of the lots and/or behind buildings and encourage access through secondary streets or alleys.
- ☐ Screen surface parking lots and parking structures away from public view, with well-placed site structures, buildings, landscaping, fencing, etc.
- ☐ Break up large paved areas with landscaped islands and apply landscaped borders.
- ☐ Coordinate landscape plans with stormwater management as "green infrastructure" to delay or reduce storm water runoff.

DESIGN GUIDELINES FOR PARKING + PARKING LOT AMENITIES (CONTINUED)



Rows of trees and a landscaped berm provide a buffer between pedestrian walkway and the parking lot.

Parking lot reconfigured to have vehicles enter off of a secondary street and heavily landscaped for pedestrian relief. Source: Pickering City Center Design Guidelines.

Landscaped parking lot with clearly defined pedestrian paths.

Special pavement treatment can be added to enhance parking areas and improve pedestrian and bicycle safety. Source: Pickering City Center Design Guidelines.

Loading + Unloading Service Areas

Design Goal:

Minimal impact to pedestrian safety and vehicular circulation created by conflicts with loading and unloading service areas.

DESIGN GUIDELINES FOR LOADING + UNLOADING SERVICE AREAS

Design Guideline:

Minimize the adverse impacts of loading and unloading service areas on adjacent properties, pedestrians and access to the primary building.

Design Elements:

- ☐ Minimize the visibility and impact of service areas by locating loading areas and service access away from primary building access points and by providing adequate screening.
- ☐ Screen trash enclosures, loading zones, and exterior mechanical equipment that are not elements of the building architecture. Screening can be done by using forms of landscaping, fencing, decorative enclosures, public art, etc.
- ☐ Provide clean, safe and functional service areas for primary users on the site.

DESIGN GUIDELINES FOR LOADING + UNLOADING SERVICE AREAS (CONTINUED)

Screened masonry trash enclosure that is behind and away from the building

Service area is away from the primary access of the adjacent buildings and is screened in the rear of the alley. Source: City and County of Denver Community Development Department.

4B | Building Form

Massing + Proportion

Design Goal:

Continuation of a pedestrian scale, and the framing of comfortable public spaces. Preventing the negative visual impact of large buildings and long façades of single developments and create diversity that relates to the surrounding uses and to the pedestrian scale.

DESIGN GUIDELINES FOR MASSING + PROPORTION

Design Guideline:

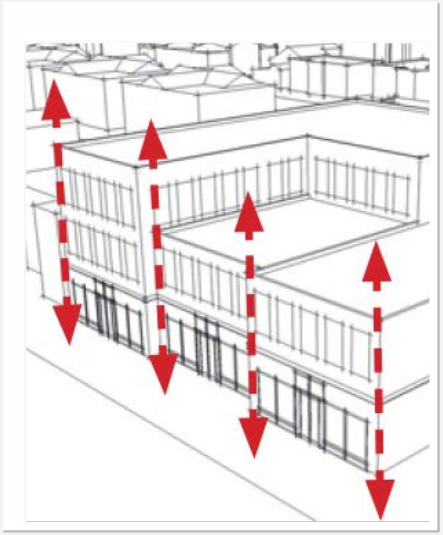
Design building massing with well-scaled elements on structures that are sensitive to the neighborhood context.

Design Elements:

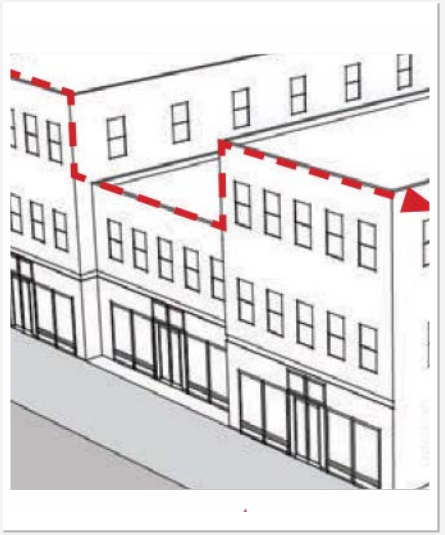
- ☐ Create a distinction between the base, middle and tops of buildings by using horizontal architectural elements
- ☐ Divide up vertical mass into segments consistent with the scale and elevation on the adjacent buildings
- ☐ Incorporate vertical architectural elements such as columns and pillars to subdivide buildings into smaller increments at the ground floor and upper stories
- ☐ Provide a building transition where significant changes in scale occur
- ☐ Keep horizontal building elements, entablatures, cornice lines, and building fenistration consistent and respectful of adjoining architecture

DESIGN GUIDELINES FOR MASSING + PROPORTION (CONTINUED)

Clear distinction between Base, Middle and Tops of each of the buildings. Source: Village of Coxsackie, NY.



Dividing of vertical mass to create a pedestrian scale to the surrounding buildings. Source: City of Ithaca, NY Design Guidelines.



Variation in height can break up the massing of multiple buildings. Source: City of Ithaca, New York Design Guidelines.

Building Rhythm + Articulation

Design Goal:

A rhythm of building façades along a blockface that-contributes to the perception of a 4th dimension of urban form (Time and Memory), and establish a recognizable pattern, sense of place and orientation.

DESIGN GUIDELINES FOR BUILDING RHYTHM + ARTICULATION

Design Guideline:

Create a rhythm by varying and articulating building massing and façades to contribute to a fine-grained, pedestrian scale environment at the street level. The arrangement, proportioning and design of windows and doors on a facade (fenestration), and building scale are the most important elements of architecture to influence the building's compatibility with adjacent buildings and should contribute to the business district's character and sense of place.

Design Elements:

- ☐ Use detailed vertical and horizontal expression lines on a building wall. Examples include entablatures, moldings, visible brick patterns, lintels and sills, and awnings.
- ☐ Design buildings with varying wall planes; these could be articulated with varying heights, facade offsets, or contrasting materials.
- ☐ Avoid uninterrupted blank walls or undifferentiated wall planes along all building facades.
- ☐ Use complementary colors, a variety of window sizes and architectural detailing to establish a rhythm to a façade and street frontage.

DESIGN GUIDELINES FOR BUILDING RHYTHM + ARTICULATION (CONTINUED)

The use of different materials, windows and colors creates vertical and horizontal expression lines that establishes a building rhythm. Source: City of Ithaca, N Y Design Guidelines.

Windows should be grouped and be proportional to the building to help establish rhythms across a facade. Source: Swindon.uk Design Guidelines.

Variety in a repeated building form by a change in the use of materials, roof lines and windows create a pattern along a street.

Building Height to Right of Way Width

Design Goal:

Comfortable outdoor rooms, framed by public and private buildings and street trees, that enhance the pedestrian environment and reinforce the sense of place.

DESIGN GUIDELINES FOR BUILDING HEIGHT TO STREET WIDTH

Design Guideline:

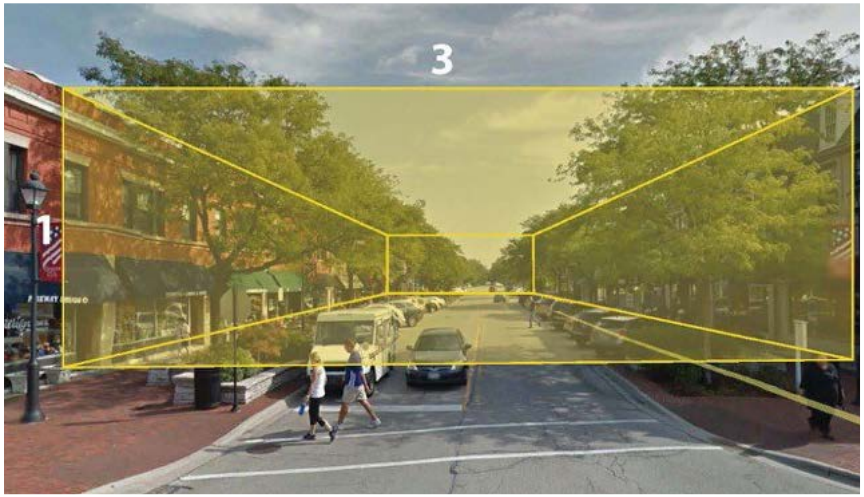
Consistent with zoning regulations, design building heights to create a ratio to the right of way width, ideally between 1:2 or 1:3, to frame the public space and reinforce the comfortable "outdoor room".

Design Elements:

- ☐ Maintain a proportional building height to right of way width in order to create an attractive and comfortable pedestrian space.
- ☐ Limit building heights to frame the public space (outdoor room) between opposing building facades with a ratio of (1:2 or 1:3)

* For example, if the buildings that form the street wall are 30 feet tall, and the right of way is 60 feet wide, then the building height to right of way width ratio is 1:2. (30:60 = 1:2).

DESIGN GUIDELINES FOR BUILDING HEIGHT TO RIGHT OF WAY WIDTH (CONTINUED)



Building heights and right of way width should create a ratio between 1:2 and 1:3 (1 being building height and 3 being right of way width as shown above)

Multiple Tenant Spaces

Design Goal:

A distinguishable identity for individual tenant spaces accentuating each façade bay and visually breaking-up the street frontage.

DESIGN GUIDELINES FOR MULTIPLE TENANT SPACES

Design Guideline:

Incorporate building features that distinguish between multiple tenant spaces along a facade.

Design Elements:

- ☐ Use architectural elements such as columns, piers or pilasters to differentiate the façade's horizontal elements.
- ☐ Incorporate architectural elements such as molding, reveals, colonnades, or recesses between horizontal or vertical façade elements.

DESIGN GUIDELINES FOR MULTIPLE TENANT SPACES (CONTINUED)

Tenant spaces are distinguished by using different colors along the street wall. Source: Main Street Urban Design Guidelines Cambridge, Ontario.

Different facade materials and colors helps break up tenant spaces.

Building Setbacks, Stepbacks + Build-Tos

Design Goal:

An enhanced pedestrian environment.

DESIGN GUIDELINES FOR BUILDING SETBACKS, STEPBACKS + BUILD-TOS

Design Guideline:

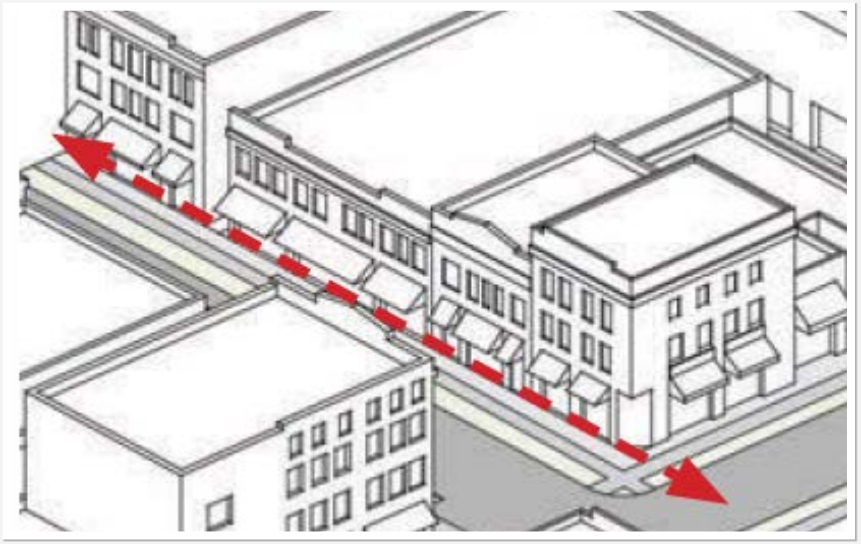
Where setbacks exist, alignments of new buildings should respect the existing pattern of development.

Design Elements:

- ☐ Be consistent with existing zoning regulations and context. Development should be built with setbacks that maintain a consistent street setback pattern along a blockface.*
- ☐ **Stepbacks in the building facade can be used to add visual interest along a block face, or to create a shared space adjacent to the pedestrian zone.**
- ☐ Step back building facade on any floor above the second story.
- ☐ Use upper story building stepbacks to softly frame the street and provide a comfortable pedestrian environment.

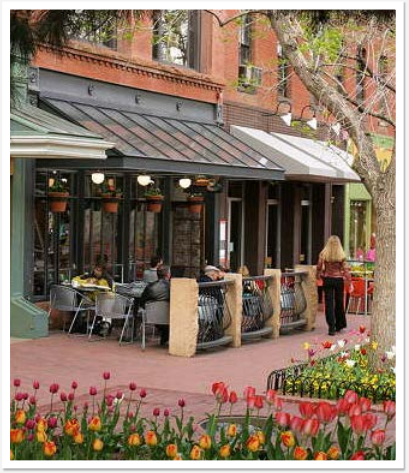
* Most buildings within the Downtown Business District abut the sidewalk, the preferred siting, creating a de facto build-to line.

DESIGN GUIDELINES FOR BUILDING SETBACKS, STEPBACKS + BUILD-TOS (CONTINUED)



A consistent building setback creates an attractive streetwall for pedestrians. Source: City of Ithaca, N Y Design Guidelines

A building stepback above the second story frames the street and establishes a comfortable pedestrian experience.



Building setbacks can allow for plazas and outdoor seating along a street to create a more attractive pedestrian experience.

Building Corners

Design Goal:

Buildings located on corners that define the street character and activate the public realm on both street frontages.

DESIGN GUIDELINES FOR BUILDING CORNERS

Design Guideline:

Establish building corners with architectural articulation that accommodate activating uses. ***(Activating uses can be shops, cafés, or other businesses at the ground level, that contribute to creating lively street image and environments).***

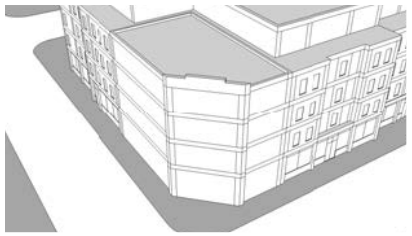
Design Elements:

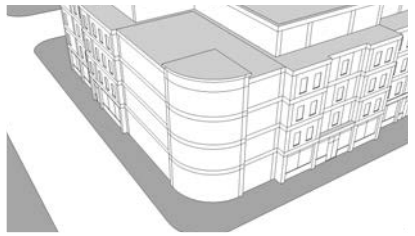
- ☐ Locate entrances at the corner to anchor the intersection and activate both street frontages.
- ☐ Accentuate a building's corner location with architectural features that create visual presence at the corner, such as:
  - Chamfered or rounded corners
  - Projecting and recessed balconies and entrances
  - Embellished doorways and building towers
  - Enhanced window designs

DESIGN GUIDELINES FOR BUILDING CORNERS (CONTINUED)

Building located at the corner which activates both streets and allows for a public plaza to complement the building entrance. Source: Pickering City Center Design Guidelines.

Building location on the corner and accentuating the building edge using different materials and architectural projections adds to an attractive building facade. Source: Pickering City Center Design Guidelines.





Chamfered building corner along with the change in building materials and color creates an attractive building corner. Source: City of Ithaca, N Y Design Guidelines

Enhanced window designs accentuates the building located at the corner and adds a visual presence. Source: Pickering City Center Design Guidelines.

Mechanical Equipment + Utilities

Design Goal:

All mechanical equipment and utilities screened and away from public view and outside of the public right-of-way.

DESIGN GUIDELINES FOR MECHANICAL EQUIPMENT + UTILITIES

Design Guideline:

Coordinate the design and integration of mechanical equipment and utilities into the overall building and streetscape design.

Design Elements:

- ☐ Screen mechanicals through the use of landscaping, fencing and/or structures, including HVAC, trash containers, and external storage areas.
- ☐ Screen views of ground building and roof mounted mechanical equipment from adjoining properties and public right of way with landscaping or building elements consistent with the overall design of the building façades.
- ☐ Where the location of utilities within the public right of way is the only option available, locate utilities below grade or outside the sidewalk's pedestrian zone.

DESIGN GUIDELINES FOR MECHANICAL EQUIPMENT + UTILITIES (CONTINUED)

Well screened enclosure that matches the building design and includes foundation plantings.

Enclosure that is consistent with the building materials and provides a concrete pad for service vehicles.

Building utilities screened using small plantings.

Roof mounted mechanical equipment that is screened from public view and adjacent buildings and matches the building design.

4C | Facade Components

Entrances

Design Goal:

Inviting entrances that are focal points of the building.

DESIGN GUIDELINES FOR ENTRANCES

Design Guideline:

Provide an enhanced entry that is located and designed in relationship to the overall size and scale of the building.

Design Elements:

- ☐ Provide building and site features to emphasize the entrance location, such as building or site lighting, canopies and awnings, special planting and signage.
- ☐ Locate entrances at street corners to accent building corners
- ☐ Install and maintain attractive sidewalks and landscape features that lead site users easily/directly to entrances, especially from streets or plazas.
- ☐ Assure that primary building entries meet ADA requirements for accessibility and safety.

DESIGN GUIDELINES FOR ENTRANCES (CONTINUED)

Entrances at the corner provide access from both sides of the street and create a visual presence.

Enhanced entries at the corner emphasizes the building entrance.

Sheltering elements such as a canopy or arcade can highlight the primary entrance. Source: City of Ithaca, NY Design Guidelines

Design the primary entrance to be clearly identifiable at the entrance. Source: City of Ithaca, NY Design Guidelines

Windows + Doors

Design Goal:

Windows and doors designed to be compatible with the business district character.

DESIGN GUIDELINES FOR WINDOWS + DOORS

Design Guideline:

Locate and space windows and doors to express a rhythm and create visual continuity with adjoining structures. Windows on additions or modifications should remain internally consistent with the architectural style of the building.

Design Elements:

- ☐ Group windows to establish rhythms across the façade and hierarchies at important places on the façade.
- ☐ Design windows and glazed doors to account for at least 60% of clear glazing along street facades.
- ☐ Design window frames, lintels and sills to create depth and shadow on a facade and include windows along all walls visible from the public realm.
- ☐ Provide consistent spacing between the windows and door glazing and the floor.
- ☐ Enhance the building entrance by using glazing and entry lighting that highlights the entry location and to to encourage visibility for pedestrians from the street area.

DESIGN GUIDELINES FOR WINDOWS + DOORS (CONTINUED)

Consistent colors used for the windows and doors enhances the building entrance. Source: Retail and Storefront Design Manual, Midtown Atlanta.

Large, clear ground-floor retail windows adds to the inviting pedestrian experience and further increases the light into the building. Source: Town of Clinton Mass, Design Guidelines

Clear glazing allows visual access into a store and enhances the pedestrian experience. Source: Town of Clinton Mass, Design Guidelines

Sliding and folding doors can be used to allow pedestrian activity to spill out on to the sidewalk. Source: Retail and Storefront Design Manual, Midtown Atlanta.

Awnings + Canopies

Design Goal:

Awnings and canopies that offer shade and cover from the elements enhance building architecture, and added color and interest to the streetscape.

DESIGN GUIDELINES FOR AWNINGS + CANOPIES

Design Guideline:

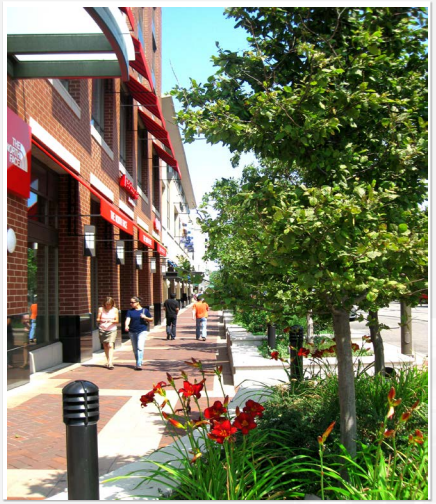
Design awnings and canopies to be an integral part of the architecture of the buildings they are attached to and provide pedestrians with cover from the elements.

Design Elements:

- ☐ Awnings and canopies should be consistent in character, size, and profile along a streetwall if multiple awnings and canopies are on a single building. On multi-tenant buildings the awnings and canopies can vary in color and details but should be located at the same height and have a similar profile to preserve the architectural lines of the building.
- ☐ Use awnings and canopies to complement the building's architecture, and contribute to a consistent character of buildings along a blockface.
- ☐ Maintain consistency with zoning requirements for signs and awnings and canopies.

DESIGN GUIDELINES FOR AWNINGS + CANOPIES (CONTINUED)

Awnings that complement the buildings architecture and materials.



Awning and canopies should be well integrated and enhance the look of the streetscape.

Consistent awnings and canopies along a sidewalk visually enrich and provide interest along the streetwall while providing pedestrians protection from the elements.

Building Materials + Colors

Design Goal:

The use of durable, traditional and/ or new building materials that are consistent with the surrounding context.

DESIGN GUIDELINES FOR BUILDING MATERIALS + COLORS

Design Guideline:

Ensure materials and colors enhance the business district's identity and character.

Design Elements:

- ☐ Building materials should be selected to be consistent with the architectural style and overall design of the building, and to be maintainable and consistent with the quality and character of the business district.
- ☐ Materials used for additions and modifications of existing buildings should be indistinguishable from original building materials, or should be perceived to be materials used as part of the original building.
- ☐ New buildings may incorporate new materials, or use traditional materials in an unconventional way, if the materials fit the architectural character of the building and block face.
- ☐ Allow changes in color and materials to differentiate between the building's base, middle and top, or other major components.
- ☐ Enhance building character at the pedestrian level through pattern, scale, texture, color and design detail of materials.
- ☐ Use building materials to articulate the overall building design through details, fine grain, and timelessness of design; not the discontinuity of material choices.

DESIGN GUIDELINES FOR BUILDING MATERIALS + COLORS (CONTINUED)

The use of a treillage and plants to add color to the building facade. Source: Tensile Design and Construct, Australia

The use of a variety of quality building materials (brick, steel, glass) that are used appropriately to fit in with the surrounding context. Source: Downtown Fredericton CA, Built Form Design Guidelines.

Varied use of materials and colors to highlight the elements of the buildings. Source: Alexandria VA Design Guidelines.

Building Materials + Colors (Continued)

Materials Palette Overview

The materials palette offers a reference guide to those responsible for the design, implementation and upkeep of the Village of Glencoe's business districts and to inform decisions regarding the most appropriate material to use in any given scenario.

PRIMARY BUILDING MATERIALS


BRICK


STONE

GLASS

ACCENT BUILDING MATERIALS


CONCRETE


NATURAL STUCCO


WOOD

ACCENT BUILDING MATERIALS (CONTINUED)


METAL


DECORATIVE STONE

PRIMARY EXTERIOR BUILDING MATERIALS GENERALLY INCONSISTENT WITH THE B1, B2 AND RD DISTRICTS:

- ☐ Exterior insulation and finish systems (EIFS)
- ☐ Vinyl or Aluminum Siding
- ☐ Concrete Block, Concrete Masonry Unit (CMU), precast concrete panels, or poured in place concrete as a primary (not accent) material.
- ☐ Masonry Units used for building additions or modifications, inconsistent with the size and pattern used on the original building.
- ☐ Brick or stone veneers of less than 3", nominal, in depth.
- ☐ Asphaltic or wood shingles on walls, and on roofs visible from the right-of-way.
- ☐ Mirrored surfaces

Building Materials + Colors (Continued)

Colors Palette Overview:

The use of color plays an important role in the character of Glencoe. Primary colors should compliment the existing context, however, since the downtown is envisioned as a lively, playful environment, the use of more vivid colors for select accents is encouraged. Color schemes submitted by applicants will be reviewed with this vision in mind.

PRIMARY BUILDING COLORS

ACCENT BUILDING COLORS

Lighting

Design Goal:

Lighting that enhances building façades, site visibility and safety.

DESIGN GUIDELINES FOR LIGHTING

Design Guideline:

Ensure that lighting provides a safe and visible pedestrian realm, as well as establishing a theme or character for the use within the building.

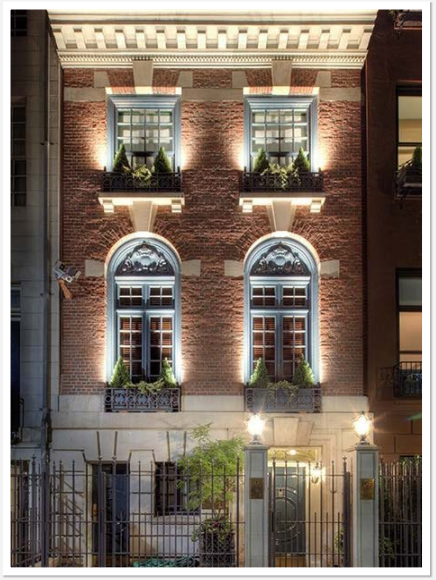
Design Elements:

- ☐ Provide a hierarchy of project lighting, ranging from lighting of parking lots, pedestrian paths, landscaped areas and exterior building lighting.
- ☐ Provide pedestrian scaled lighting to enhance the community identity and pedestrian safety.
- ☐ Relate light fixture designs to the character of project.
- ☐ Accent lighting should reinforce the building's architectural details.
- ☐ Building and accent lighting should illuminate the building witout creating glare and without illuminating adjacent property or the sky directly.

DESIGN GUIDELINES FOR LIGHTING (CONTINUED)

Storefront lighting adds to the visibility along a street and also creates an attractive pedestrian environment at night. Source: Retail and Storefront Design Manual, Midtown Atlanta.

Pedestrian scaled lighting increases visibility along a street creating a safer environment for pedestrians. Source: Decatur Lighting.com



Accent lighting is added to the building to enhance the building's architectural elements. Source: www.pinterest.com

Historic Preservation

Design Goal:

Protect the value and character of historic buildings and their influence in placemaking, community character, and the sustainable economics of Downtown Glencoe.

DESIGN GUIDELINES FOR HISTORIC PRESERVATION

Design Guideline:

Preserve and enhance the historical character of the Village's historic buildings, spaces and neighborhoods. Distinguish between those buildings that represent a style and quality of development that contributes to the character of business districts from those buildings that are simply old and have little architectural or historic significance.

Design Elements:

- ☐ Encourage the adaptive reuse of historic buildings so as to maintain or highlight their value.
- ☐ Discourage the loss or masking of architectural elements of buildings that are consistent with the architectural style of historic buildings.
- ☐ Promote reuse and restoration instead of demolition.

DESIGN GUIDELINES FOR HISTORIC PRESERVATION (CONTINUED)

Signs

Design Goal:

Clear identification of the building and building use while adding visual interest to the building's architecture.

DESIGN GUIDELINES FOR SIGNS

Design Guideline:

Contribute to an overall sense of high quality design, creativity and distinct identity for the village.

Design Elements:

- ☐ Signs should be sized, located, and of a type most efficient to the transmission of its content to the audience it serves. Blade signs are often the best choice for pedestrian environments such as Glencoe's downtown district.
- ☐ A building's architecture often provides guidance for appropriate sign locations on the building.
- ☐ Signs should be in scale and compatible with the proportions and composition of the building, and should not obscure or dominate any architectural features but integrated as far as the overall design.
- ☐ Signs may be effective for site wayfinding or as a gateway element for entrances into business districts
- ☐ Provide a contrast between the color and material of the background and the letters or symbols to make the sign easier to read in both day and night.
- ☐ Signs must provide information simply and legibly, and should be limited to identifying the business name and its primary goods and services.

DESIGN GUIDELINES FOR SIGNS (CONTINUED)

Design the content of the sign to be clearly legible. Source: City of Ithaca, NY Design Guidelines

Simple creative signs that accentuate the building facade. Source: Alexandria VA Design Guidelines.

Awning signs can be simple designs and highlighted with accent lighting.

Projecting signs should attract pedestrians passing by. Source: Alexandria VA Design Guidelines.

Wayfinding Signs enhance the pedestrian experience by clearly identifying key locations and distances.

Gateway Signs create a sense of place within a downtown.

5A | Definitions

A

Adjacent
Near, close, or contiguous.

Articulation
The visible expression of architectural elements through form, structure, or materials that break up the scale of buildings and spaces.

Appropriate
Fitting or suitable to a particular situation, location, or setting.

C

Character
Prevailing existing architectural elements, including building mass, scale, and era they were built.

Colonnade
is a range of columns that supports a string of continuous arches or a horizontal entablature.

Comfort
To ease the trouble of. This document uses the word comfort to describe the physical ease of the human body in an outdoor place.

Compatible
Able to exist or occur together without conflict.

Complement
Something that goes well with something. This document uses this term to express how elements can be adjacent and agreeable in scale, proportion, composition, and type but not identical in style or manner.

Context
Much like a building needs the right scale; it also needs to be built in context. This means that the building suits its surroundings in style, materials, and proportion. A glass skyscraper rising on a block of low-rise, brick townhouses, then, would be referred to as "out of context."

E

Entablature
is a superstructure of moldings and bands which lie horizontally above columns, resting on their capitals. Entablatures are major elements of classical architecture, and are commonly divided into the architrave (the supporting member immediately above; equivalent to the lintel in post and lintel construction), the frieze (an unmolded strip that may or may not be ornamented), and the cornice (the projecting member below the pediment).

F

Façade
The face of a building. All wall planes of a building which are visible from one side or perspective.

Focal Point A prominent structure, feature or area of interest or activity.

Frieze
Is the wide central section part of an entablature and may be plain or decorated with a band of richly sculpted ornamentation on a building.

L

Lintel or **lintol**
is a structural horizontal block that spans the space or opening between two vertical supports. It can be a decorative architectural element, or a combined ornamented structural item. It is often found over portals, doors, windows and fireplaces.

M

Mass
The combination of the three dimensions of length, height, and depth which give a building its overall shape; a building is often composed of many masses, hence the term massing, which is often used to describe the form or shape of structures.

P

Pedestrian Scale
This document uses pedestrian-scale to set or describe the size of and relationships between elements.

Pediment
is a decorative triangular piece situated over a portico, door, window, fireplace, etc. The space inside the triangular piece is called the "tympanum," and is often decorated.

Proportion
The relationships of the various objects and spaces that make up a structure to one another and to the whole.

Public Realm
All spaces physically or visually accessible to the public, such as streets, sidewalks, plazas, parks and viewsheds.

R

Relief
is a sculptural technique where images, patterns or artifacts are raised as sculpted elements, remaining attached to a solid background of the same material.

Reveal
or demarcation feature is a groove or a step in a wall face generally used to create a desired architectural effect. Another name for it is rustication or false joint. Reveals can run vertically, horizontally or diagonally, and there may be several bands of them on a building.

Rhythm
The repeated physical characteristics of buildings within an area, on a street or block, including the building footprint, organization and massing.

S

Scale
A proportionate size, extent, or degree, usually judged in relation to some standard point of reference.

Sense of Place
The feeling associated with a location, based on a unique identity and other memorable qualities.

Set back
The distance between the building and the property boundary. Setbacks may apply to the front, side and rear of the property.

Sill
like a lintel, is a structural horizontal block that spans the space or opening below and between two vertical supports that frame a window, but, unlike a lintel, does not serve to bear a load to ensure the integrity of the wall.

Stepback
A setback of the upper floors of a building which is greater than the setback of the lower floors.

Streetscape
The environment of the street right-of-way as defined by adjacent private and public buildings, pavement character, street lighting and street furniture, and the use of the right-of-way.

Streetscape Elements
All of the functional and decorative features that are placed, planted or built within the public realm. They include public utilities and amenities, visible elements of service infrastructure, such as street lights and street trees.

Streetwall
Combined facades of buildings generally built to the property line facing a street or open space. A clear streetwall helps define "the urban room" or the public realm. A consistent streetwall that is visually interesting and active ground floor uses promotes pedestrian activity.

T

A trellis (plural: treillage) is an architectural structure, usually made from an open framework or lattice of interwoven or intersecting pieces of wood, bamboo or metal that is normally made to support and display climbing plants, especially shrubs.

V

Variation

A change or difference in condition, amount, or level, typically with certain limits. In design, variation describes how adjacent elements can contain different attributes with enough similarity to be recognizable as related. A pattern of variation generally requires the repetition of three or more elements.

Visual Interest

Focuses on the aesthetics of a site and its related materials with the use of images, colors, fonts, and other elements to create a more attractive environment for pedestrians.

5B | Residential Design Guidelines

1) Building Context and Siting

a) Site Planning

i) Residential buildings should be arranged to provide functional common and private outdoor space.

ii) Buildings should be sited to maximize the privacy of residents both within the site and on adjacent sites.

iii) Pedestrian orientation is encouraged in the allocation of space, building size and placement, and open space design.

iv) Site and building design should address pedestrian needs and contribute to making the building safe and attractive to pedestrian access.

v) Active common open space should be so located within the site as to minimize noise, light and other potential conflicts with adjacent neighbors.

b) Building orientation

i) To the extent achievable, multiple-family buildings should be oriented to the adjacent public street by locating the principal entry, providing windows, porches and balconies or other features along the street, and so as to avoid locating garages along the street.

ii) Except where necessary to avoid intrusion into the privacy of others, building ends should contain windows and active spaces to provide for additional security, and visual interest. Avoid the creation of blank street walls.

iii) Residential buildings should have primary pedestrian access and visual orientation to the adjacent roadways and/or open space features.

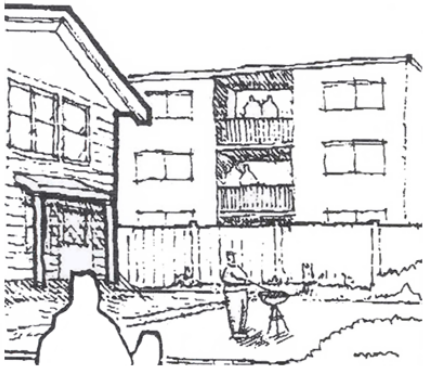
iv) Locate buildings to minimize disruption to privacy and outdoor activities of adjacent neighbors/buildings.

v) When used, garages should be located to minimize their impact on the public street(s). The main building(s) should be the dominant visual statement along the public streetscape, not the image of the garage door.

c) Entry orientation

i) The entries to individual units should be part of a clear entry sequence extending from the sidewalk to the front door. To the extent achievable, main entrances should be oriented toward the street or common open space.

ii) Entries should be clearly identified, protected from the weather and provided with lighting for nighttime safety and security.



Inappropriate siting of large buildings can reduce privacy on adjacent homes

Privacy can be increased by locating an entry court adjacent to a neighboring residence and arranging the interior spaces so the views into the neighboring properties are minimized

d) Context to adjacent development and street setbacks. Buildings should be either similar in size and height, or if larger, should be articulated, setback or subdivided into massing that is proportional to the mass and scale of other structures on the same block and adjoining blocks. Articulation may be achieved through variation of rooflines, setbacks, patterns of door and window placement, and the use of characteristic entry features. To the maximum extent feasible, the height, setback and width of new buildings and alterations to existing buildings should be similar to those of existing buildings on the same block.

e) Pedestrian circulation

i) An on-site system of pedestrian walkways should be designed to provide direct access and connections between:

(1) Each multi-family building entrance

(2) Sidewalks or walkways on adjacent properties that extend to the boundaries shared with the multi-family development.

(3) Parking areas or parking structures that serve the multi-family development.

(4) Community facilities and amenities.

ii) Pedestrian circulation patterns should be safe, clearly defined and direct. Unintentional pedestrian routes, which provide unsafe "short cuts" that tend to damage landscape areas, should be eliminated by providing pedestrian friendly barriers, such as ornamental fencing, decorative feature walls or increased landscaping and/or vegetation.

iii) Pedestrian access routes should be buffered from the street, vehicular traffic and parking areas. The use of green space and landscaping is a recommended buffering element.

iv) Where pedestrian circulation crosses vehicular routes, a change in grade, materials, textures or colors should be provided to emphasize the conflict point and improve its visibility and safety.

v) All on-site pedestrian walkways and sidewalks should be a minimum of four feet (4') wide; walkways adjacent to a parking area where cars may overhang the walkway should be a minimum of six feet (6') wide.

2) Building Mass and Scale

a) Relation to site and adjacent sites

i) There should be a scale transition between intensified land uses and adjoining lower intensity land use.

New multiple-family residences should incorporate design elements that are consistent with the existing homes adjacent to the development site

Pedestrian circulation paths should link building entry to adjacent sidewalks

Façade modulation and a pitched roofline can help to reduce the apparent bulk of a building, as well as create a scale transition between existing residences

b) Building Articulation

i) Facades

(1) Building facades should be designed with sufficient building articulation and landscaping. Include visual variety and provide a sense of human scale at the ground level. Long expanses of uninterrupted; area, unbroken roof forms, and box-like structures should be avoided.

(2) Articulation such as roof dormers, hips, gables, balconies, wall projections and porches should be used to break up the visual massing of building facades. End units should have articulation such as windows and doors facing onto the sidewalks. Unarticulated and windowless walls are discouraged.

ii) Breaking planes / vertical and horizontal reveals / projections

(1) Plain, monolithic structures with long, monotonous, unbroken wall planes and roof surfaces of fifty (50') feet or more are discouraged. At least every 50' linear feet wall and roof planes shall contain offsets or setbacks with a differential in horizontal plane of at least four (4') feet.

(2) Design should incorporate visually heavier elements and more massive elements at the building base, and lighter elements above the base.

iii) Windows / Fenestrations

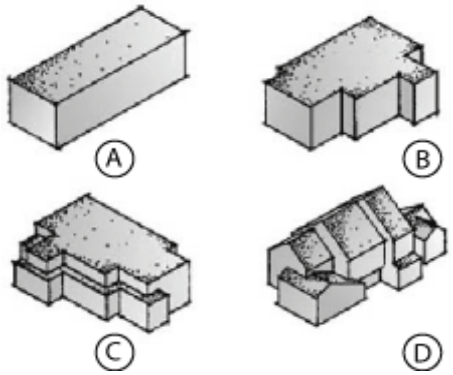
(1) The patterns created by the window and door placement can help add variety and interest to the design. Relentless grids of repeated windows should be avoided, however continuity between buildings of window elevations as measured off the ground, often contributes to compatibility between buildings.

(2) All building elevations should contain windows, except when necessary to assure privacy for adjacent property owners, wherein, other building details should be substituted for windows.

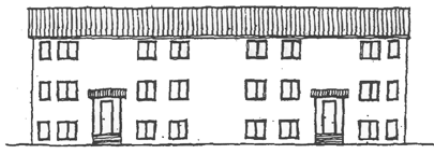
iv) Rooflines/pitches

(1) On buildings where flat roofs are the predominant roof type, parapet walls shall vary in height and/or shape. Such variances should occur at least once every fifty feet (50') of building wall length.

(2) Long expanses of undifferentiated rooflines contribute to the perception of excessive bulk. Breaking rooflines and roof planes with gables, parapets, offsets, valleys and other devices



Long, unarticulated buildings (A) could be improved through the introduction of vertical articulation (B), horizontal articulation (C), and/or multi-planed roofs (D)



An example of an inappropriate residential design due to its barrack-style bulk and massing

An example in which the building forms echo a more traditional residential scale and rhythm

should be done in a manner compatible with the architectural style of the building.

(3) Consistent with the architectural style of the building, roof forms, mass, shape and material changes should be used to minimize the appearance of bulk and to create variations in planes.

v) Architectural features and details

(1) No architectural style is preferred over others; however, richness of detail, materials and stylistic integrity is the hallmark of good architectural design, and is one of the objectives of design review.

(2) Architectural diversity from surrounding properties, which adds interest and character to the community, is strongly encouraged.

3) Building Materials, Color, and Details

a) Exterior materials should be selected based upon their durability compatibility with adjoining buildings and appropriateness for their intended function. Highly reflective materials are discouraged. Special attention should be given to the durability of materials used at the ground floor of the building. The predominant exposed building material should be brick veneer or masonry. Preferred accent materials include stone, brick, wood, finished and textured concrete, finished metal, and glass.

b) Materials selected should require minimal maintenance.

c) The following materials are prohibited for use on visible building exteriors: smooth-faced or exposed concrete block, painted or pre-finished corrugated metal siding and exterior insulating finishing systems (EIFS).

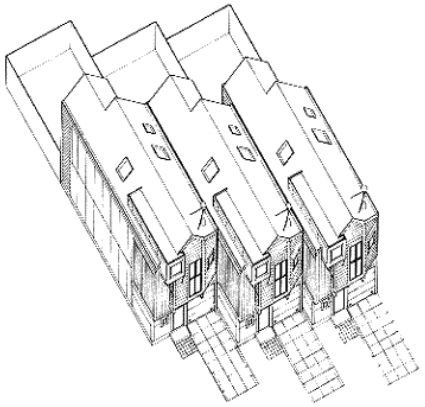
d) Roof materials should be of high quality and durable, such as wood shake shingles, slate, clay or concrete tiles, asphalt composition singles and engineered bituminous or other waterproof composites.

e) Architectural consistency of colors, materials, and detailing are to be provided between all building elevations. False or decorative façade treatments, where one or more unrelated materials are placed upon the building should be avoided. All elevations need not look alike; however, a sense of overall architectural continuity is strongly encouraged.

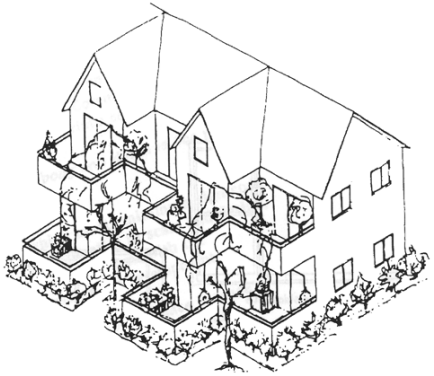
f) All sides of a multi-family building should display a similar level of quality and architectural interest. The majority of a building's architectural features and treatments should not be restricted to a single façade.

g) Material or color changes should occur at a change of plane. Materials or color changes at the outside corners of structures that give the impression of "thinness" and artificiality of the materials are discouraged.

Building materials should be of a durable, high quality material that reflects the architectural style of the building



Architectural consistency and quality should continue on all sides of a structure; paving materials and other site features should compliment the quality of the materials used



Courtyards, porches, patios, and balconies offer residents expanded outdoor space

Inconsistent adornment and frequent changes in material should be avoided.

h) Details of soffits and other architectural elements visible to the public are to be finished in a material compatible with other exterior materials.

i) Detached garages, carports, and other accessory structures should incorporate consistent materials, scale, colors, architectural details, and roof slopes as the primary multi-family buildings.

j) Garages should be designed so that vehicles inside the garage are not apparent from outside the garage.

4) Open Space

a) Private zone open space includes balconies and patios dedicated for use by the owner(s) of a specific unit.

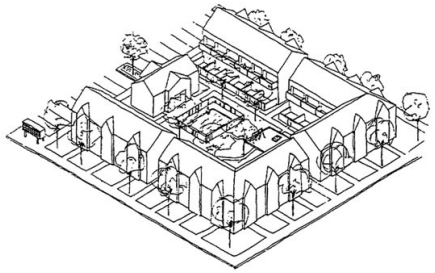
b) Public / semi-public zone open space includes visually accessible spaces in public rights-of-way, building setbacks, landscaped parking areas and other landscaped, natural, or recreational areas.

c) To the maximum extent feasible public / semi-public open space should be organized to create integrated systems of open spaces that connect with public parks or greenway lands; school sites; and other dedicated open spaces located within or adjacent to the development.

d) Public / semi-public open space should be accessible to all of the residents of the multi-family development.

e) Walls, screening, landscaping, or any other kind of barrier that would prevent resident surveillance of the public space should not isolate access to public open space.

f) Not more than 50% of the site may be impervious; the site should be designed to maximize the percent of non-impervious surface as useful for private open space and, where practical, designed to contribute to the consistent open character of the road corridor



Large multiple-family developments should include open space opportunities accessible to all residents

5) Lighting

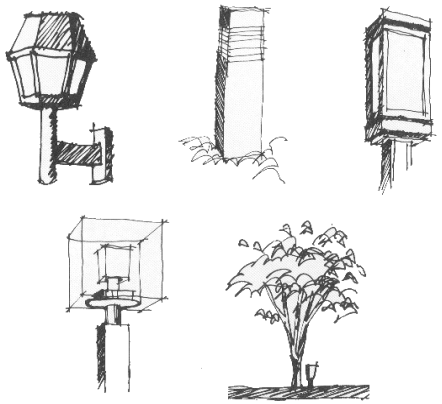
a) Site lighting

(i) Site illumination should be appropriate for the planned site activities and site location. The minimum amount of illumination necessary for safety should be used. All lighting must be designed so that light is not directed off the site and the light source is fully shielded from direct offsite viewing.

(ii) Lighting is to be architecturally integrated with the building style, material, and colors.

(iii) Parking areas and entry drives should be lighted to facilitate pedestrian movement and safety, especially where parking is located away from the street views.

b) The height and illumination levels of pedestrian walk lighting should be only as high as necessary to assure



Selection of light fixtures to blend with the architectural style of the surrounding landscape should consider the many alternative styles and types available

safety, and of a style compatible with that of the building design.

(i) Lighting fixtures should be architecturally integrated with the building style, material, and colors.

(ii) Bulbs, other light sources, and reflectors should not be exposed and should be shielded from view, down cast and parallel to the ground.

6) Landscaping

a) Landscaping should be in scale and compatible with the project or adjacent land use. Different landscape themes may be used to heighten the distinction between spaces, and to strengthen a sense of movement and space, but such themes should maintain consistent elements that bind the design into an overall unified image.

b) The design of a landscape plan should aid and direct vehicular and pedestrian circulation and encourage pedestrian interaction.

c) Setbacks should be landscaped in order to act as a buffer between buildings, between the building and the street, and to create a more pleasing view to and from the building.

d) Street-facing elevations should have landscaping adjacent to their foundation. Where applicable, landscaped areas may be used along the edge of a porch instead of the foundation. Landscaping should be massed and scaled as appropriate for the façade, and may include plantings such as ornamental plant material, ornamental trees, flowering shrubs and perennials, and ground covers.

e) Dense landscaping and/or architectural treatments should be provided to screen unattractive views and features such as storage areas, trash enclosure and receptacle areas, mechanical equipment (i.e., transformers, HVAC, etc.) and other similar elements.

f) Where landscape materials may be susceptible to damage by pedestrian or motor traffic, they are to be protected by appropriate curbs, tree guards, or other devices.

g) The choice of landscaping materials within parking areas should take into consideration the potential for exposure to salt.

h) Parking areas, traffic-ways and parking structures are to be enhanced with landscaped spaces containing trees, tree groupings, and shrubbery or other landscape enhancements including berms.

i) Where feasible, existing mature trees in landscape and building locations should be retained.

j) Landscaping should not impede fire access to hydrants or connections.

Landscaping should be in scale with and compliment the development project and adjacent land uses

Use sidewalks, planting strips, and street trees to emphasize and compliment entries to residential units

k) The means for ensuring long term health and vitality of plant materials should be integral to the design of the landscape, including the means to assure appropriate soil and root moisture.

l) Where irrigation systems are required for landscaping they should be designed so as not to over-spray buildings, vehicle paths, pedestrian paths, and fences.

m) Trees should be planted to provide shading and climatic cooling of nearby dwelling units and to shield the units from the prevailing winter winds.

n) Fencing that encloses semi-private or private-spaces should be consistent with the architectural materials and design of the building. Fencing must be consistent with the Village fence ordinance.

7) Utilities/Mechanicals/Trash

a) Service and trash or utility areas should be positioned to minimize view and visual impact from the street and from adjacent properties.

b) All trash containers should be screened by either a wall made of the same material as the exterior walls of the main building or by 100 percent landscaping on three sides consisting of at least 90 percent evergreen plant material. In either case screening should be at least six (6') feet high. Under no circumstances should an unscreened side of a trash container be visible from adjacent residential uses. The screening should allow for the size and number of trash containers necessary to adequately serve the development.

c) Building equipment and utilities should be located, designed and/or screened from public streets, pedestrian ways, surface parking lots and neighboring properties.

d) All utilities, mechanical equipment, and trash enclosure areas should be positioned to minimize the impacts of excessive noise or odor from the street and adjacent properties.

e) All on-site utilities (electric, telephone, cable TV, etc.) must be installed underground.

f) Utility meters should be located in screened areas

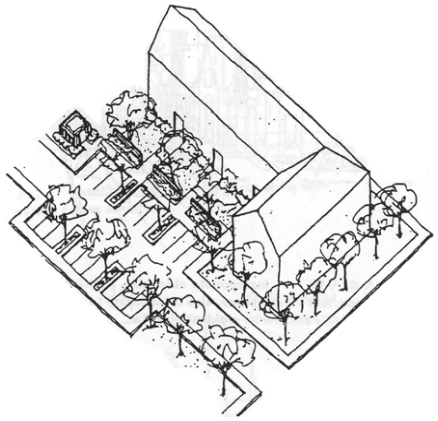
g) Trash enclosures should be located and designed for the convenience of residents and so as to assure ease of long-term maintenance.

8) Parking, Circulation, Vehicular Access

a) Surface parking lots should be located away from the adjacent public roadways, to the rear (or beneath) buildings where possible.

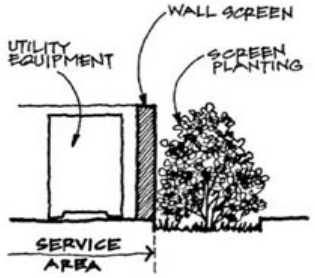
b) Vehicle access should be located away from street corners.

c) Landscaping and walkways should be provided between buildings and paved parking areas. Parking lots



Landscaping should be used to screen unattractive views of parking lots and dumpsters

All parking areas that are visible from the street right-of-way must be screened from view with landscaping, berming, walls, or other approved visual barriers



All service, trash, utility, and equipment areas should be screened from view through the use of landscaping, berming, walls, or a combination thereof

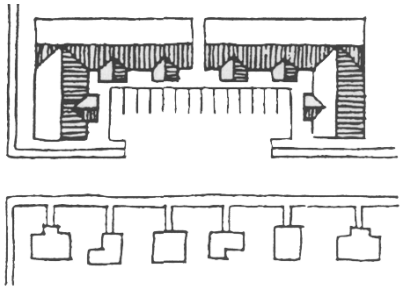
designed to permit parking directly against buildings are discouraged.

- **d) Parking areas visible from the street right-of-way should be screened from view with landscaping or other types of visual barriers.**
- **e) All parking areas should be landscaped to reduce impact of paved surface and to establish dual use as open space/amenity and to minimize impact of urban heat island effects**
- **f) Parking and circulation should be designed so as to permit safe ingress and egress and turning movements without excessive speed or danger to pedestrians or other vehicles**
- **g) All vehicular circulation and parking areas must be compatible with the maneuvering capacity of existing emergency service equipment**

9) Site Grading, Drainage, and Stormwater management

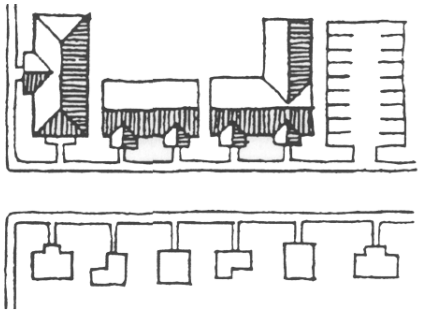
- **a) Drainage from rooftops or other impervious surfaces should not drain into planter areas. Drainage should not be conveyed or retained within the drip line of any tree on the site. Drainage from landscape areas should be properly conveyed and contained and should not be allowed to drain freely across sidewalks or landscape areas.**
- **b) Detention areas should appear natural in configuration, be appropriately landscaped and contribute to the enhancement of the site.**
- **c) Landscaping, fencing and screening should not impede the flow of drainage from the site.**
- **d) Designs, which integrate drainage and stormwater management as a site amenity, are encouraged.**
- **e) Discharge should mimic the natural and historic drainage patterns of the site.**
- **f) Drainage patterns should be designed to avoid the potential for large discharges of water onto adjacent properties.**
- **g) Site grading should derive from preexisting natural conditions, and should minimize erosion potential on-site and off-site. Steep slopes, generally 3:1 or greater, should be stabilized with vegetation, rock, or other measures**

To Be Avoided:



When feasible, all unenclosed parking should be located to the rear or side of the residential structure

Preferred Example:



New development should consider the established street, lot, and building patterns of the surrounding neighborhood

5B | Residential Design Guidelines Definitions

Residential Design Guidelines
Additions and Revisions
Approved by the Village Board
9/11/03

DEFINITIONS TO BE USED IN CONJUNCTION WITH THE DESIGN GUIDELINES:

Accessory building or accessory structure. A structure which is subordinate to and serves a principal building or principle use and is: (a) subordinate in area extent, or purpose to the principal building; (b) contributes to the comfort, convenience, or necessity of occupants of the principal building; (c) located on the same lot as the principal building. Examples include, but are not limited to a children's playhouse, garden house, cabana, shed, or garage.

Active Common Open Space. Areas which are (a) open to the sky and (b) made accessible and available to all residents of the development and (c) which are large enough to function as areas for individual, family or group recreation (e.g., area for reading, barbeque).

Adjacent. Near, proximate, though not necessarily contiguous. For example, a hardware store across the street from a residence shall be considered as "adjacent."

Articulation. The shape or manner in which buildings or elements of a building are used to create detail and visual interest; the division of buildings or building facades into distinct shapes and elements.

Berm. An earthen mound with landscaping designed to provide visual interest, screen undesirable or private views, and/or decrease noise.

Building. Any closed, permanent structure built for the support, shelter or enclosure of persons, animal, chattels, or property of any kind.

Building orientation. Location or position of a building relative to streets, access-ways, public rights-of-way, and other buildings.

Caliper. The trunk diameter of trees, measured in inches of the diameter of the trunk measured 54 inches above the ground.

Detention area. The portion of a site designed to temporarily store stormwater runoff to control peak discharge rates and/or provide gravity settling of sediment and other pollutants prior to discharge to the storm sewer or natural drainage channel (e.g., stream).

Dormer (window). A small, vertical window with a gable or triangular top, projecting from a sloping roof.

Eaves. The projecting overhang at the lower edge of a roof.

Easement. The recorded right to use a defined area of property for specific purpose(s).

Elevation. Two-dimensional drawing of one aspect of a planned building in the vertical plane.

Entry orientation. The location and position of an entrance relative to site improvements, to the street, overall design of the building and to the immediate exterior areas.

Façade. All exterior walls of a building exposed to public view, but typically referring to the front or street-facing elevation of a building.

Fence. An artificially constructed barrier of any material or combination of materials erected to enclose, screen, or separate areas.

Fenestration. The arrangement of windows in a wall.

Findings. A written statement of facts, conclusions and determinations based on the evidence presented in relation to the approval criteria and prepared by or for the approval authority in support of a decision.

Gable. A triangular section of wall at the end of a double-pitched or gabled roof.

Garage. An enclosed accessory building or portion of a principal building used for the parking or storage of vehicle(s).

Grade. The lowest point of elevation where a finished surface of ground, paving or sidewalk meets the foundation of a building.

Hipped roof. A roof with four uniformly pitched sides.

Landscaping. Site improvements which include lawn, groundcover, trees, plants and other natural and decorative features, including, but not limited to, patios or plazas open to the public or open commonly to residents, and street furniture and walkways which are contiguous and integrated with plant material in the landscaped areas.

Mansard roof. A roof that has two slopes on all four sides.

Main Building or structure; also principal building or structure. A non-accessory building in which the principal use of the lot, on which the building is located, is conducted.

Mature Trees. A living tree with a minimum 6-inch caliper trunk.

Multi-family structure. A building that is located on a single lot and designed exclusively for occupancy by two (2) or more households living independently of one another.

Pediment. A wide, low-pitched gable surmounting the façade of a building in a classical style; any similar triangular crowning element used over doors, windows and niches.

Pedestrian circulation. The exterior ways of passage from one place to other places provided for pedestrians, including, but not limited to sidewalks, paths, and courtyards.

Pedestrian orientation. Awareness of the safety and comfort of pedestrians and provisions for that safety and comfort in the design of the site.

Parapet. A low wall or railing built along the edge of a roof or floor.

Parking Lot. An area with an all-weather surface designed to be used for parking vehicles off-street or beyond the right-of-way.

Principal building or structure. See "Main building"

Reveal. The vertical part of the window or door opening that is between the outer surface of a wall and the window or door frame.

Soffit. The underside of any architectural element (as of an overhang or staircase).

Street. A public right-of-way that affords a primary means of access to abutting property.

Street Setback. The minimum horizontal distance from a the nearest portion of a street or public right-of-way to a primary or accessory building's foundation, exterior wall, terrace, porch, or any covered projection excluding steps.

Walk, walkway. An exterior pathway with a prepared surface, paved or semi-impervious, provided for the convenience of pedestrians.