

BUSINESS DISTRICT BUILDING AND LANDSCAPE DESIGN GUIDELINES

INTRODUCTION

The following guidelines are the building and landscape guidelines adopted by the Oglesby City Council at the recommendation of the Oglesby Design Review Board for that portion of the Oglesby Business District, more fully described as the property located adjacent to Richard Moyle II Road until it ends at Illinois State Route 251 to the west and to the 500 block of East Walnut Street to the east, and all property adjacent to Columbia Avenue from the 300 block of South Columbia Avenue to the 800 block of North Columbia Avenue as per Section 2.88.020 of the Oglesby City Code.

Building design and architectural style create and enhance the district's character for pedestrians and motorists. A specific architectural style, character or building type is not predominant in Downtown Oglesby. Rather there are many designs that contain various elements and a range of styles. Diversity in building design should be encouraged, but designs should be consistent with the area's overall character. Older buildings that display historic features, should be preserved if feasible.

In Downtown, for example, building design should reflect the mixed-use pedestrian orientation of a "walkable" central business district. Parts of Columbia Avenue and Walnut Street west of Columbia Avenue are auto-oriented commercial thoroughfares with some single and multi-family residential uses. Retail and service uses, primarily auto service and repair, are the most prevalent uses combined with some restaurants. Buildings along Columbia Avenue and Walnut Street west of Columbia Avenue should reflect a typical auto-oriented commercial corridor, yet be more attractive in appearance and efficient in layout.

SECTION 1 BUILDING STYLE

- 1.01 A range of architectural styles is encouraged. Architectural style is not restricted. Evaluation of appearance should be based on quality of design and relationship to surroundings.
- 1.02 Harsh, plain, incompatible and/or bizarre building designs or colors are discouraged.
- 1.03 Unarticulated, flat front, all glass, or metal, futuristic style buildings are discouraged.
- 1.04 Open glass storefront buildings between 500 East Walnut Street and 200 West Walnut Street should be designed with common architectural elements, including

open glass storefronts; clearly defined entrances to ground and upper floors; sign bands and awnings incorporated into the design and scale of the building; upper floor windows placed in proportion to building width and height; and, cornices and parapets.

- 1.05 Adjacent buildings should have component parts in good proportion with one another. Similar design linkages should include placing window lines, belt courses, and other horizontal elements in a pattern that is harmonious and reflects the same elements on neighboring buildings.
- 1.06 Large structures should be designed to reduce perceived height and bulk dividing the building mass into smaller scale components (i.e. height of a wall, cornice, or parapet line should match that of adjacent buildings).
- 1.07 Buildings with ground-level retail and office space should, whenever possible, include open, clear glass windows to allow views into building interiors and to reinforce a positive, active shopping environment.
- 1.08 Architectural design should articulate and enhance buildings, especially those located at street corners due to their prominence and visibility. Where appropriate, features such as cupolas, atriums, clock towers, and/or varying rooflines should be considered to add visual interest to the street.
- 1.09 Monotony of design in multiple buildings projects by repetition of units should be avoided. Variation of detail, form and siting should be employed to provide interest. Buildings of the same design or exterior elevation are discouraged on adjacent lots.
- 1.10 Historic buildings and buildings that display distinct design styles and elements of the past should be preserved if feasible.
- 1.11 Building projections or appurtenances that obscure or conceal important architectural features are discouraged.
- 1.12 Brick masonry or commercial drivit are encouraged to enhance and match the current character of the Districts.

SECTION 2 BUILDING FACADES & ARTICULATION

- 2.01 Retail building facades are varied and generally reflect good design qualities with low knee walls and open display windows. However, several buildings, including some residential structures, are not designed and articulated to provide

visual interest along the street. Some building façades are not designed to easily allow redesign or retrofit for new tenants.

- 2.02 Seventy-five percent of the façade area on commercial buildings between two feet and eight feet above grade should be clear windows to allow views into the building from street level, but colored energy savings glass windows will be considered. A low knee wall, approximately two feet should also be incorporated.
- 2.03 Residential buildings should include windows on the first floor where possible. Where windows are not possible, such as along first floor garage areas, detailed wall articulation and foundation landscaping should be incorporated to screen solid building bases and maintain an attractive pedestrian environment.
- 2.04 Building projections, such as awnings, window bays and terraces, should be pedestrian-scale, proportional to the building façade, and proportional to adjacent structures.
- 2.05 Building designs should allow subsequent tenants to easily rehabilitate the façade and visible walls in a cost-effective manner.
- 2.06 Solid windowless walls should be avoided. If such walls are necessary to the function of the building, they should incorporate arches, piers, columns, murals, high quality graphics, landscaping, and other elements that reduce building scale and add visual interest.
- 2.07 At a minimum, exposed sides of buildings should be cleaned, tuckpointed, painted, and/or treated with high quality graphics to add visual interest. Direct advertising of a property or business should be limited.
- 2.08 Where possible, display windows should be installed on the sides of buildings adjacent to pedestrian paths, plazas, outdoor cafes, and parking lots.
- 2.09 Exposed sides and rears of buildings should be improved with steam cleaning, power washing, tuck pointing, accent painting, and limited graphics.
- 2.10 All signage on blank, exposed side and rear walls should be limited to 10% or 200 square feet, whichever is less, of the blank exposed wall area.
- 2.11 New buildings should incorporate interesting architectural details or features to provide layers of interest and variety.
- 2.12 Eccentric and protruding façade designs that do not relate to the street or limit

future tenant changes are discouraged.

SECTION 3 DOWNTOWN FAÇADE CONCEPT

- 3.01 Consider blade/projecting signs to add interest to pedestrians and motorists.
- 3.02 Consider architectural lighting.
- 3.03 Improve sign graphics.
- 3.04 Consider moveable planters for seasonal interest.
- 3.05 Provide benches for pedestrians.
- 3.06 Consider windows/awnings to break up building wall.
- 3.07 Steam clean and tuck point brick where needed
- 3.08 Consider trellis or architectural feature on blank wall.
- 3.09 Consider fencing/landscaping to screen parking and service areas.
- 3.10 Consider murals/graphics to blank walls.
- 3.11 Consider new materials to break up large storefront wall.
- 3.12 Consider new cornice/wall shape and architectural details.
- 3.13 Incorporate sign board, new graphics and architectural lighting into building design.
- 3.14 Consider landscaping and street trees to soften the street wall and screen parking areas.
- 3.15 ~~Create consistent horizontal architectural elements such as sign bands and awnings across the building.~~
- 3.16 Coordinate and simplify signage by integrating into overall design.
- 3.17 Consider architectural lighting over signage.

3.18 Consider larger windows to open up blank walls and create visual interest.

3.19 Establish traditional storefront kneewall.

SECTION 4 BUILDING ENTRANCES & WINDOWS

4.01 Building entrances and windows should be oriented to the street and designed to be easily accessible. If a building has a parking lot in the rear, clearly defined rear entrances are needed to provide access. Safety and security issues, as well as aesthetic and visibility considerations should be addressed regarding the use of rear building entrances.

4.02 Primary store entrances should be located along the street, with secondary entrances located behind the building or along a secondary street.

4.03 Building windows and doors should be clear or energy efficient glass oriented to the street and proportionate to the building scale.

4.04 All building entrances should be designed so that doorways and vestibules are easily seen by shoppers and visitors, easily distinguished by tenants and use, and open and visible from the sidewalk.

4.05 All rear and side walls that have entrances adjacent to parking lots should be improved with graphics/murals.

4.06 Reflective glass is discouraged.

4.07 Mill finish (non-colored) aluminum metal window and door frames are discouraged.

SECTION 5 BUILDING AWNINGS

5.01 Some building awnings are garish in color, inconsistent in style or color and do not relate to adjacent buildings. Unattractive and oversized awnings detract from the attractiveness of a building, as well as the streetscape.

5.02 Building awnings should be consistent and complementary in color and style with the building façade and awnings of adjacent buildings.

5.03 Excessively bright and brilliant awning colors should be avoided.

5.04 Letter style on awnings for multi-tenant buildings should be consistent.

**SECTION 6
REAR WALL/ENTRANCE CONCEPT**

- 6.01 Break up blank walls with color bands or other graphics.
- 6.02 Integrate architectural lighting over rear entrances.
- 6.03 Limit signage to small, simple signs integrated into overall architectural design.
- 6.04 Consider awning over doorway.
- 6.05 Consider moveable planters to add seasonal color.

**SECTION 7
BUILDING LIGHTING**

- 7.01 The majority of lighting comes from streetlights and internally lit building signage.
- 7.02 Special building lighting should be encouraged to add visual interest and increase nighttime visibility and safety.
- 7.03 Building lighting should be carefully planned and integrated into the design/type of the building and streetscape.
- 7.04 Electrical conduit and mechanical equipment for building or signage lighting should be hidden from view or carefully integrated into building design.

**SECTION 8
BUILDING MATERIALS**

- 8.01 High-quality, durable materials, which do not require frequent maintenance (brick, commercial drivit, stone, and glass) should be used for all facades as well as the sides and/or rears of buildings that are visible from streets and parking lots.
- 8.02 Decorative block, smooth/textured synthetic plaster, and wood trim should be used primarily for decorative accent purposes and limited in their use on building facades and visible walls.

- 8.03 Concrete block, stucco, metal, unfinished pre-cast concrete, unfinished poured-in-place concrete, aggregate stone/rock and glass block windows are discouraged on building facades or on walls that are visible from streets, sidewalks, and parking lots.
- 8.04 Wall materials should be the same for all elevations or if more than one is used, they should be harmonious. Exterior exposed walls constructed of untextured, unpatterned concrete or cement block in common bond are not permitted.

SECTION 9 BUILDING COLORS

- 9.01 Building colors within the District generally should relate to other buildings and to a specific palette of colors within one building. Most buildings constructed of masonry/brick use light to medium colors and are compatible with one another. However, some building colors are garish and do not related to adjacent buildings.
- 9.02 Between the 500 block of East Walnut Street and the 200 block of West Walnut Street, building colors should be generally compatible with the area's context. Primary colors such as blue, yellow, and red are discouraged unless used sparingly for subtle trim accents. Earth tones red/brown masonry and colors complementary to the primary building color are preferred.
- 9.03 Compatible, consistent color schemes for future developments and/or redevelopments are encouraged.
- 9.04 Colors shall be harmonious with adjacent buildings and brilliant colors used only for accent.

SECTION 10 MECHANICAL EQUIPMENT

- 10.01 Mechanical or utility equipment on the ground or on roofs or other parts of a building that cannot be located out of view should be screened by walls constructed of materials similar to those of the primary façade. Screening should be effective for all seasons.
- 10.02 Mechanical equipment along the front or visible side façade is discouraged. Corner buildings are also discouraged from locating mechanical equipment on the secondary street frontage.
- 10.03 All vents, gutters, downspouts, flashing, electrical conduit, and similar

appurtenances should be hidden, screened or at the least painted to match the adjacent surface.

- 10.04 Rooftop mechanical equipment should be located in the center or a rear corner of a building away from the street elevation and screened from public view or located as not to be conspicuous.

SECTION 11 BUILDING SIGNAGE

- 11.01 Business signage is generally controlled in regards to size and placement, and appropriate to the pedestrian scale. However, between the 500 block of East Walnut Street and the 200 block of West Walnut Street some building/business signage is redundant, excessive, oversized and/or difficult to view and read. The size, placement and number of signs should be better controlled and enforced. Unattractive business signs and temporary signs clutter storefronts, buildings, and sidewalks. On some properties, business and temporary signs are deteriorating. Poorly designed business signs and/or signs made from low quality materials send customers a negative message.
- 11.02 Sign colors and materials should be consistent with the colors and materials of the building and awnings.
- 11.03 Business signage should be simple and incorporated into a building's architecture. Such signs should serve to identify a business while contributing to the attractiveness and pedestrian friendly orientation of the street. The quality, size, placement, and look of signs should all be considered in the overall design of the building.
- 11.04 Sign materials, size, color, lettering, lighting, location, and arrangement should be harmonious with building design and should be compatible with signs on adjoining buildings. Signs should have good proportions. Materials used in signs should be weather retardant.
- 11.05 Window lettering, either vinyl applied or painted, is encouraged to add interest to storefronts.
- 11.06 Business signs should not obstruct or obscure architectural details or significant architectural elements.
- 11.07 Decorative overhanging or blade signs are encouraged along the street with the size controlled and coordinated with a building's façade design. Decorative "icon" signs such as coffee cups, barber poles, toothbrushes, and ice cream

cones provide visual interest. Sign brackets, hardware, and lighting systems should be kept to a minimum and screened wherever possible.

- 11.08 Decorative overhanging or blade signs must not exceed six square feet with a maximum height of three feet and placed at a minimum ten feet above the sidewalk. They should extend no more than four feet from the face of the building.
- 11.09 Business signs should be placed on a building so they are oriented for viewing by pedestrians.
- 11.10 Text on business signs should be simple and easy to read.
- 11.11 Billboards should not be placed on top of buildings, or on blank sidewalls, in vacant lots, or parking areas.
- 11.12 To avoid visual clutter along the street, redundant signage or multiple external signs should not be used.
- 11.13 Business signs should not be placed at or above the cornice or roof lines of buildings.
- 11.14 Signs should be constructed of high-quality durable materials. Sign colors should be used harmoniously and with restraint.
- 11.15 Business signs should be placed on the front of buildings only, unless the building is located on a corner or has rear or side entrances.
- 11.16 Overhanging signs should be limited to one sign per business, including "icon" signs unless the business is located on a corner.
- 11.17 Sign lighting should be carefully considered in the building design. If direct lighting is used, glare, brightness, visible hardware and maintenance issues should be addressed. Strategically placed lamp fixtures that are compatible with the sign design and building architecture are encouraged for illuminating signs. When external spot or flood lighting is used, it should be arranged so that the light source is shielded from view.

12. LANDSCAPE DESIGN GUIDELINES

- 12.01 A landscape plan is required for existing businesses and new businesses proposing new development, redevelopment or exterior improvements within the Oglesby Business District. A landscape plan is also required for existing

businesses in landscaping their property within the Oglesby Business District. Landscape plans should comply with the requirements of these guidelines and must be reviewed and approved by the Oglesby Design Review Board.

12.02 A landscape plan must include the following information:

12.02.01 The location and dimensions of all existing and proposed buildings, structures, property lines, easements, parking lots, driveways, roadways, sidewalks/bike paths, fences/walls, ground signs, refuse disposal areas, light poles, freestanding mechanical equipment, drainage and stormwater management facilities.

12.02.02 The location, quantity, size, and name (both botanical and common names) of all existing plant materials on the site, and any plant material in the public right-of-way, indicating which plant material will be retained or removed.

12.02.03 The location, quantity, size, and name (both botanical and common names) of all existing plant material including, but not limited to shade trees, ornamental trees, evergreens, shrubs, groundcovers and turf area.

12.02.04 The existing and proposed grading of the site indicating contours at one-foot intervals, including any proposed berming.

12.02.05 Elevations of all proposed walls, fences, and retaining walls, including elevations for proposed screening for refuse disposal areas.

12.02.06 Details for proposed lighting, including specifications as to the height, type of lamp, and shielding.

12.02.07 The location of all off-street loading areas, including any indication of whether loading docks will be enclosed and methods of proposed screening.

12.02.08 Locations of hose connections and other water system sources or devices, if any.

12.02.09 The location and placement of all proposed water lines and sprinkler heads of proposed irrigation systems.

12.02.10 The location of existing and proposed utility easements and the type of utilities anticipated for placement within proposed easements and existing utility lines, both above and below ground.

- 12.02.11 Planting material in its current and future (mature) state shall not obstruct visibility for vehicular or pedestrian traffic using the public right-of-way.
- 12.02.12 Other elevations and details as determined by the Building Inspector.
- 12.03 Any change to an approved landscape plan requires the approval of the Design Review Board, unless the building inspector determines that proposed change is minor in nature. Examples of minor changes to approved landscape plans are minor rearranging of plant material on a site and substitution of plant materials that are of a similar species and/or equivalent size as the approved materials.
- 12.04 Design standards for landscape plans must be prepared, evaluated, and approved, based on the following design criteria:
 - 12.04.01 The scale and nature of landscaping materials must be appropriate to the size of the structures on the site. For example, larger-scale plants should generally be used to complement larger buildings. Plant material should be selected for its form, texture, color, pattern of growth and suitability to local conditions.
 - 12.04.02 Existing plant material should be incorporated into the landscape treatment of a site. Effort should be made to preserve and protect existing trees with trunk diameters of more than 12 inches. These trees and their root systems must be protected from construction equipment and activity by the installation of fencing materials at the drip line of the trees.
 - 12.04.03 Plant material should be placed intermittently against long expanses of building walls, fences, and other barriers to create a softening effect.
 - 12.04.04 Detention/retention basins and ponds should be landscaped with shade and ornamental trees, evergreens, shrubs, turf, groundcover, and/or other plant materials. Non-structural methods of detention planted with native plant materials are preferred.
 - 12.04.05 Plant material should be used to reduce energy consumption needs by placing deciduous trees on the south and west sides of buildings for shade and placing evergreens on the north and west side of buildings to dissipate the effect of winds.

13. TURF

- 13.01 All required setbacks in all zoning districts within the city must be landscaped primarily with turf or other groundcover plantings. The paving of yards other than for parking or loading purposes is prohibited. Turf may be established through installation of sod or seeding.

14. STREET TREES

- 14.01 A list of allowable street tree species is on file with the City of Oglesby. To reduce the risk of disease and/or insect infestation, no more than 50 percent of the street trees in any individual development may be of one species.
- 14.02 No plant material or barrier, except as specified in this article, may be located in a dedicated public right-of-way without the approval of the city's street superintendent and the city's electrical superintendent.

15. PARKING LOT LANDSCAPING

- 15.01 The owner of any parking lot desiring to install landscaping must install landscaping in accordance with the provisions of this section.
- 15.02 Landscape islands with at least one tree must occur at a minimum of one island for every 10 parking spaces in a row. Islands are required at each end of a row of parking spaces. Flexibility in placement of landscape islands may be allowed for creative parking lot design and preservation of existing trees and vegetation.
- 15.03 Interior parking lot island must be a minimum of 180 square feet in area and a minimum of 8 feet in width, as measured from back of curb to back of curb within the island.
- 15.04 Interior parking lot landscaping must consist of planting islands at least 8 inches above the surface of the parking lot that are protected with concrete curbing.
- 15.05 Ornamental trees, shrubs, and other plant materials may be used to supplement the shade tree plantings. Mulch may be used around the base of shade trees and other plant materials.
- 15.06 To ensure proper visibility within the parking lot, shrubs must be no greater than 30 inches in height and the branches of trees must have a minimum clearance of 6 feet above the pavement except in areas that do not affect

driver visibility.

- 15.07 Where a parking lot abuts property zoned or used for residential purposes, the developer must submit a landscape plan to the Oglesby Design Review Board so as to buffer the parking lot from adjacent residential properties. Fences and walls or hedges may be required.

16. PLANT MATERIALS

- 16.01 All planting materials must be good quality and of species capable of withstanding the climate of central Illinois and individual site microclimates. Size and density of plant material, both at the time of planting and at maturity, are additional criteria that must be considered when selecting plant material. The use of drought tolerant and salt tolerant plant material is preferred. Trees and shrubs may be balled and burlapped or container grown.
- 16.02 Minimum planting sizes for all required landscape materials are as follows: Ornamental trees – 6 foot height unless true dwarf species; and shade trees – 2” caliper.
- 16.03 All landscaping materials must be continually maintained in good condition to present a healthy, neat, and orderly appearance, and be kept free of refuse and debris. Fences, walls and berms must be maintained in good condition and neat appearance. Plant material berms, walls and fences must be protected from damage by motor vehicles through use of concrete curbing or wheel-stops.
- 16.04 All landscaping should be periodically trimmed so that it does not obstruct a public right-of-way. Diseased and dead plant material must be replaced in accordance with the approved landscape plan.
- 16.05 The owner and occupants of a property are jointly responsible for the maintenance, repair, and replacement of all plant materials, fences, walls, and other landscape improvements.

Exhibit A

Permitted Tree and Shrub Species Pursuant to
Oglesby Design Review Board Landscape Guidelines

Small Trees

Maximum height:	20 feet
Minimum spacing between trees:	20 feet
Minimum parkway width:	5 feet
Amur Maple (tree form)	
Japanese Maple	
Shadblow Serviceberry (tree form)	
Apple Serviceberry (tree form)	
American Hornbeam	
Flowering Dogwood	
Japanese Dogwood	
Hawthorn (thornless; disease resistant)	
Flowering Crab (scab resistant varieties)	
Prairiefire	
Japanese Tree Lilac	
American Redbud	
Autumn Blaze Flowering Pear	

Medium Trees

Maximum heights:	50 feet
Minimum Spacing between trees:	25 feet
Minimum parkway width:	6 feet
Crimson King Maple	
Black Alder	
River Birch (single stem only)	
European Hornbeam	
Locust: Purple Robe	
Sunburst Locust	
Skyline Locust	
Shademaster Locust	
Katsuratree	
Yellowwood	
Turkish Filbert	
Ironwood	

Amur Cork Tree
Sargent Cherry

Large Trees (trees greater than 50 feet in height)

Minimum spacing between trees 30 feet
Minimum parkway width: 8 feet

Maple:

 Sugar Maple
 Red Sunset Maple
 Autumn Blaze Maple

Hackberry

Sugar Hackberry

Ginkgo (guaranteed male species)

Kentucky Coffeetree (male species)

Sweetgum

Tuliptree

Cucumber Tree

White Oak

Swamp White Oak

Shingle Oak

Bur Oak

English Oak

Red Oak

Bald Cypress

Basswood

Linden:

 Littleleaf Linden
 Silver Linden
 Redmond Linden
 Grenspire Linden

Zelkova

Hybrid Elms (resistant to Dutch Elm disease)

Exhibit A - 2

Exhibit B

Prohibited Species along City Street and Public Right-of-Ways:

Siberan Elm	(Ulmus Pumila)
Slippery Elm	(Ulmus Rubra)
Poplar	(Pupulas)
Olive	(Eleagnus)
Willow	(Salix)
Box Elder	(Acer Negundo)
Silver Maple	(Acer Sacharinum)
Pines	(Pinus)
Catalpa	(Catalpa)
Tree of Heaven	(Ailanthus Altissima)
Mulberry	(Morus)
Arbor Vitae	
Spruce	
Black Walnut	
Hickory	
European Beech	
Ash	
Flowering Bradford Pear	
Cherry	
Cottonwood	
Evergreens	
Pin Oak	