

An aerial photograph of a residential neighborhood. The houses are arranged in a grid-like pattern with streets. There are many trees, some with bare branches and some with green leaves. The roofs of the houses are in various shades of grey, brown, and red. A prominent road with a double yellow line runs horizontally across the middle of the image. The overall scene is a typical suburban residential area.

Village of Glencoe

Residential Design Guidelines

CONTEXTUAL DESIGN REVIEW COMMISSION

Village of Glencoe

Residential Design Guidelines

TABLE OF CONTENTS

<u>SECTION</u>	<u>Title</u>	<u>Page</u>
	Introduction	1
ONE	Village Character Analysis	2
TWO	Neighborhood Context	9
THREE	Design Guidelines	12
FOUR	Process, Submittals, and Adjustments	16

Contextual Design Review Commission
August 2006

INTRODUCTION

Background on Contextual Design Review

In response to community concerns related to the increased number of demolitions of existing residences and the appearance of the replacement structures, members of the Village Board in October of 2000 authorized the establishment of an Ad Hoc Committee to study a residential appearance review process. The creation of this Committee followed Policy Option #4 of the 1999 Teardown Report, a policy to initiate a voluntary design review process, with incentives. As stated in the Teardown Report, "This option will reflect a community policy that seeks to encourage good design."

The Ad Hoc Committee, known as the Appearance Review Task Force, held its first meeting on May 16, 2001. Over the course of their 4-year study, members of the Task Force met with new construction and rehab developers, the co-authors of the Teardown Report, the Village Planner, and members of the public. Additionally, the Task Force worked closely with the Village Attorney to create the structure for the Contextual Design Review Commission, including the process, procedures, and incentives under which it would operate. During their study, members of the Task Force presented four status reports to the Village Board. Following a public hearing on February 7, 2005, the Zoning Commission endorsed a recommendation to approve Zoning Code amendments related to contextual design review. On April 21, 2005, the Village Board adopted an ordinance to establish a new commission – the Contextual Design Review Commission. The first official meeting of the newly formed commission was held on September 19, 2005.

Purpose of the Commission

The Contextual Design Review Commission was formed to provide a voluntary means for single-family residential design review. In exchange for the review, and the applicant's agreement to incorporate recommended design changes, the Commission has the authority to grant a series of adjustments, or incentives, which provide zoning and floor area ratio (FAR) benefits to the applicant. Since the process is purely voluntary, applicants may withdraw at any time, however, withdrawal forfeits all adjustments allowable through contextual design review. By agreeing to participate in the design review process, applicants must follow all procedures and submit all necessary plans as outlined in Section Four of this document. Applicants may not receive FAR relief from the Zoning Board of Appeals after accepting FAR adjustments from the Contextual Design Review Commission.

Organization of Document

This document is composed of four sections. Section One, entitled Village Character Analysis, provides an overview of the history, development, and architecture that together defines Glencoe's many neighborhoods. Section Two, entitled Neighborhood Context, describes the elements to be considered as part of a neighborhood context analysis. Section Three, entitled Design Guidelines, includes an outline of the residential design guidelines to be followed when preparing architectural plans for new construction, additions, and alterations. Lastly, Section Four includes information on the contextual design review process, a listing of required submittals, and a listing of the authorized adjustments.

SECTION ONE

VILLAGE CHARACTER ANALYSIS

Early History

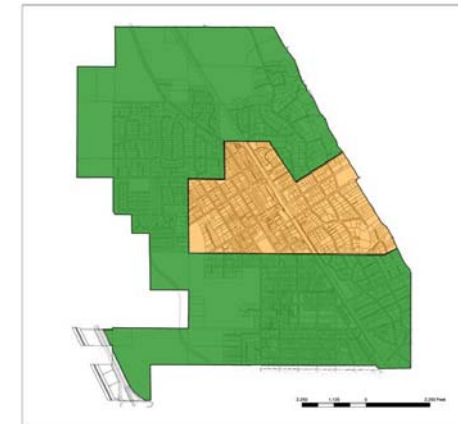
The earliest inhabitants of the area today known as Glencoe were Potawatomi Indians who settled what were then forested lands plentiful of wild game. The Potawatomis eventually fled west, in accordance with the Black Hawk Treaty of 1832, just as the first non-native settlers began to arrive in the area. Primarily of English and German decent, the early settlers were farmers who established homesteads on former Indian land. One of the most notable, Anson Taylor, purchased 160 acres in 1835 in what is today known as southeast Glencoe, then known as Taylorsport. Others soon followed the Taylors. In 1838 farming brothers William and Thomas Turnbull settled the area that is today northwest Glencoe. Robert Daggitt acquired 1,000 acres east of the Turnbuls where the Turnbull Woods and Glencoe Golf Club are now located. Michael Gormley settled on the corner of today's South and Grove Streets, a portion of which is now the Skokie Country Club. In 1839 Veit Diettrich bought an 80-acre farm in the vicinity of today's Vernon and Green Bay Roads. August Beinlich arrived in 1855 and settled a 20-acre tract adjacent to Diettrich's and also purchased 60 additional acres of land along today's Dundee Road. In 1853 Walter Gurnee bought 520 acres from his father-in-law, Mathew Coe, in what is now the central business district and surrounding neighborhoods. The area became known as Coe's Glen, or Glencoe ("glen" means narrow secluded valley, or ravines in Scottish).

Town Planning and Incorporation

With the arrival of the railroad in 1855 came a new wave of residents, primarily wealthy Chicagoans who no longer needed to live close to their businesses. This phenomenon created a demand for real estate along the North Shore. Dr. Alexander Hammond, a wealthy retiree

from the medical profession, ultimately purchased the 520-acre Gurnee holdings in 1866. Dr. Hammond envisioned a utopian village and formed the Glencoe Company along with nine other investors in order to develop and improve the land. Each of the investors was to contribute an initial amount of \$5,000, provide additional funds for a church and school, and build two homes – one for his family and a second for sale.

With the assistance of Charles E. Browne, one of the 10 investors and a successful Evanston real estate man, Glencoe was platted in 1868, one year before its official date of incorporation. At the time, Glencoe included 50 blocks roughly bounded on the north by Central (Beach), Green Bay, and Dundee Roads and on the south by South Avenue. Streets east of the tracks were laid out to follow the curved terrain of the ravines while streets west of the tracks were laid out in a grid pattern. Residential lots were restricted in width to no less than 132 feet in the east and no less than 66 feet in the west. One square block at the end of Park Avenue was planned for a park to be protected in perpetuity (today's Lakefront Park). There were only 120 people and 26 residences in the Village when it was incorporated.



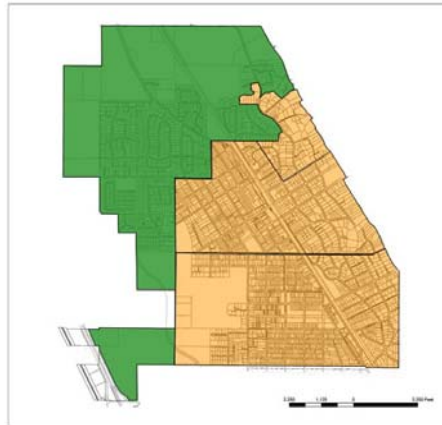
Original Plat 1868

SECTION ONE

VILLAGE CHARACTER ANALYSIS

Annexation and Subdivision

Following its 1869 incorporation, the original boundaries of Glencoe expanded significantly during the years of 1871 to 1891, primarily to the south and southeast. Incorporated areas, referred to as “additions” included Culver & Johnson’s, Gormley’s, Uthe’s, Ira Brown’s, and Hartwell’s. Also incorporated were the settlements of Taylorsport, Lakeview, located south of Taylorsport, and the Chicago North Shore Land Company’s subdivision. The annexed areas noted above were documented on Gormley’s “Glencoe Queen of Suburbs Map” (circa 1874). Following the expansion from 1871-1891, substantial parcels of land continued to be subdivided and annexed into Glencoe (see below).



1868 to 1900

1909 – Sylvan Newhall’s Subdivision was platted and included Maple Hill Road, Forest Avenue, Franklin Road, and part of Sheridan Road. The subdivision name was derived from brothers Frank and Sylvan Newhall who voluntarily collaborated, as independent landowners, with the Glencoe Company enterprise.

1914 – Ravine Bluffs Subdivision (Sylvan and Meadow Roads)

1922 – Skokie Heights Subdivision (Bluff and Eastwood Roads and Sunset Lane, south of Green Bay Road and north of Dundee Road)

1924 – Dunas Forest Crest Subdivision (roughly Park Place north to Terrace Court, later referred to as Keck and Keck neighborhood)

1925 – Glencoe Gardens Subdivision (roughly bounded by Hohlfelder Road west to Longmeadow Lane and Sunset Lane north to Orchard Lane, previously Jake Hohlfelder’s farm)



1900 to 1950

1927 – Skokie Ridge Subdivision (Oak Ridge, Skokie Ridge, and Elm Ridge Drives and Sunset Lane, south of Green Bay Road and north of Dundee Road)

1927 – Glencoe Woods Subdivision (roughly Dundee Road south to Chestnut Lane and Forestway Drive east to and including Elm Place)

1947 – Green Meadows Subdivision on Old Elm Lane

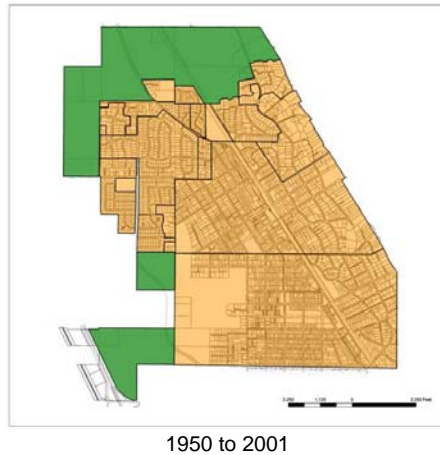
1952 – Westwood Acres Subdivision (north of Glencoe Gardens Subdivision between Mayfair and Longmeadow Lanes)

1953-1956 – Significant westward development to accommodate Glencoe’s growing population included the Strawberry Hill Subdivision (south of Dundee Road and west of Forestway Drive) and neighboring subdivisions to the south and southwest, including Glencoe Park, Glencoe Estates, and Forest View

SECTION ONE

VILLAGE CHARACTER ANALYSIS

1954-1990 – During this time, multi-acre estate properties were divided up into smaller subdivisions that often followed the lot pattern of surrounding previously developed areas. The majority of subdivisions of this type were located between Sheridan Road and the lakefront. Examples include the Dolores Ron Estate Subdivision (Aspen Lane), Lake Shore Estates (Estate Drive, Hillcrest Drive, and Brentwood Lane), M.A. Pancoe Subdivision (Surfside Place and Sunrise Circle), and Rockgate Colony (Rockgate Lane). Others, not fronting on the lake, include Timber Lane Subdivision, Northgate Subdivision (Northwood Drive), Lagoon Manor Subdivision (Pebblewood Lane), and Julia Ct. Subdivision.



1950 to 2001

General Neighborhood Layout

The Village neighborhoods are located in the following five general areas: (see Page 5 for map)

East Glencoe comprises that portion of the Village east of the railroad tracks. Mature landscape features are abundant and a defining element of the area. Streets are primarily curvilinear in form and follow the natural terrain of the ravines. Typically the largest lots, and therefore largest residences found in the Village, are located in this

area. Sheridan Road winds through east Glencoe serving as the primary north-south artery.

The boundaries of Central Glencoe are Dundee Road south to South Avenue and west of the railroad tracks to the east boundary line beginning at Prairie Street and continuing straight north back to Dundee Road. The heart of the area is the central business district surrounding the intersection at Park and Vernon Avenues. The existing residential pattern of the area ranges from the smaller lots with a higher density surrounding the central business district to the largest lots with the least density adjacent to the Skokie Country Club. The combination of densities in this area follows a rational order with the most compact development adjacent to the central business district and the least dense development at the periphery.

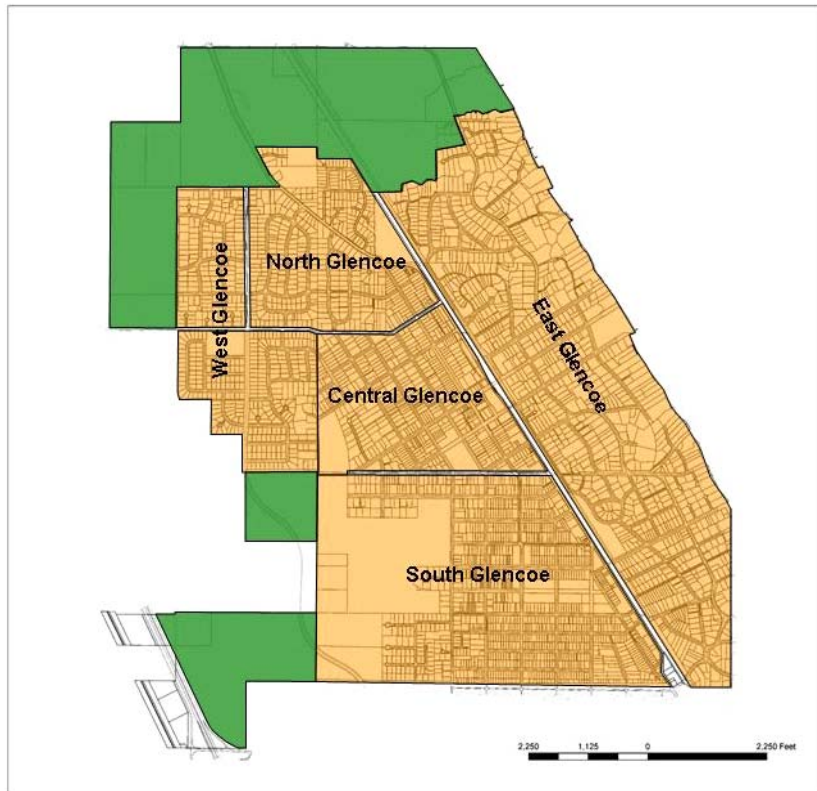
The boundaries of North Glencoe are Dundee Road north to the Forest Preserve and the railroad tracks west to Hohlfelder Road. This area of the Village includes predominantly medium sized lots fronting on gentle curving streets. Two regional arterials, Dundee Road and Green Bay Road, are located in this area of the Village.

South Glencoe includes those portions of the Village south of South Avenue and west of the railroad tracks. The area is defined by its formal street grid pattern, with Grove Street, Greenwood Avenue, and Vernon Avenue serving as the primary north-south arterials. The area was originally platted with 20-foot alleys that were vacated in the 1920's for the purpose of "making Glencoe clean". While there is some diversity in lot size, primarily the smallest, narrowest lots of the Village are located in this area. Because of the lot size, residences are located closer together with minimal side yards. Another defining element of the area is the open space flanking both sides of Vernon Avenue that serves as a physical divider. In the late 1920's the Park

SECTION ONE

VILLAGE CHARACTER ANALYSIS

District established this open space through its power of eminent domain, which required the clearing of tar shacks that housed a significant portion of the African American and Italian communities. Portions of South Glencoe abut some of the most dense land uses in the Village, such as the multiple-family properties along Green Bay Road.



Village Neighborhoods

West Glencoe includes those areas north of Dundee Road, west of Hohlfelder Road, and south of Dundee Road, west of the western boundary of the Skokie Country Club. The primary arterials are Hohlfelder Road and Forestway Drive (north-south) and Dundee Road (east-west). This area represents Glencoe's westward expansion, which occurred at varying rates between 1925-1956. A network of open space, including the Glencoe Golf Club, Chicago Botanic Gardens, and Skokie Lagoons, surrounds the medium to large-sized lots that dominate this area, which also serves as the western gateway into Glencoe.

Notable Subdivisions

1. **Greenleaf Avenue** – Greenleaf Avenue takes its name from Luther L. Greenleaf, one of the initial 10 investors of the Glencoe Company. Greenleaf Avenue, which extends one block north of Beach Road meandering south to Mortimer and Fairview Roads, includes the original segment platted in 1868 and portions of eight re-subdivisions of adjacent land that occurred between the years 1875 and 1930. According to the Village's 2002 Architectural Survey of the Greenleaf Historic Area, Greenleaf Avenue is an architecturally distinctive street, containing fine examples of a broad variety of architectural styles, built from 1860 to 1948. The earliest residences on the street were built in the Italianate, Second Empire, and Queen Anne styles. Twentieth century historic revival styles are also prominent, including Colonial,



SECTION ONE

VILLAGE CHARACTER ANALYSIS

Georgian, Tudor, Italian Renaissance, French Eclectic, and Dutch Colonial Revival. Other notable architectural styles present include, Prairie School, Craftsman, International, Contemporary, and Post-Modern. In addition to the architecture, the meandering street route, generous front yards, and mature landscaping all contribute to the distinctive character of the area.

2. **Ravine Bluffs** – Located in northeast Glencoe, and distinguished by its natural setting between two ravines, the Ravine Bluffs subdivision was platted in 1914 by Sherman Booth, Sr. The subdivision is notable because it contains a collection of six residences designed by

Frank Lloyd Wright, giving Glencoe the third largest collection of Wright homes in the world. Five of the six residences are all variations of the same plan, Wright's famous "Fireproof House for



\$5,000", published in the 1907 Ladies Home Journal. Each of the residences represents the key design principles of Wright's Prairie Style. The subdivision is also notable because it includes geometric entrance markers and the only bridge designed by Wright.

3. **Skokie Heights & Skokie Ridge** – In 1922 the McGuire and Orr Real Estate Company platted Skokie Heights and in 1927 Baird/Warner platted Skokie Ridge. The Skokie Heights subdivision is notable because the firm of George W. Maher & Son, Architects and City Planners, designed the layout. Maher, a well-known architect in his own right, became a vocal proponent of community planning after

WWI and prepared development plans for communities such as Glencoe. Both subdivisions together represent the earliest examples of modern subdivisions developed in Glencoe, offering electricity link-ups and water and sewer lines. The layout of both Skokie Heights and Skokie Ridge is unique in that a curvilinear street pattern was used that follows the natural terrain. Only one-fourth of the lots were initially sold and developed because of the 1930s depression. Renewed interest did



not occur until the 1950s triggered by Glencoe's expanding population. Because of this gap in development, both subdivisions are characterized by two very distinct and different architectural styles. The earliest residences were designed in the Tudor Revival style, a style popular after WWI, while the latter development of the 50s included primarily ranch and split-level homes.

4. **Keck and Keck** – Originally platted in 1924, though not developed until the 1950s, the subdivision is located in North Glencoe between Green Bay Road and Lake Shore Country Club. Brothers George and William Keck were pioneers in passive solar architecture and their firm designed 26 moderately priced residences grouped together in this tightly knit subdivision.



Typical design features of the residences include single-story

SECTION ONE

VILLAGE CHARACTER ANALYSIS

construction, flat roofs, skylights, and floor to ceiling windows. The innovative residences were geared toward free flow of air, maximum light, and uninterrupted views.

5. **Strawberry Hill** – As Glencoe's population soared following WWII, so too did the demand for housing in the Village. In 1956, 50 acres of land southwest of Dundee Road and Forestway Drive were annexed to the Village,

representing the last large-scale subdivision to develop in Glencoe. Architect-Developer Greta Lederer's Strawberry Hill subdivision featured a collection of bi- and tri-level residences. Split-level residences, as they are generally referred to, were designed to maximize the use of space on several floors with utility and recreational uses below ground level and primary living spaces above. The general theme of this common architectural style throughout the subdivision makes it distinctive.



Notable Architecture and Village Character

There is a direct correlation between the years a particular area of the Village developed and the defining or dominant residential architectural styles found in that area. As noted above, the Village developed at varying paces beginning in 1868 when it was officially platted continuing through to the present point in time. The result is an exceptionally rich and varied collection of architecture. According to the



Village's 1996 Comprehensive Plan, "the variety of architectural styles forms the character of Glencoe's neighborhoods." Also contributing to Glencoe's character is the extensive list of well-known American architects that designed residences throughout the community, including David Adler, Howard Van Doren Shaw, Solon Beman, Jr., George Maher, Ralph Stoetzel, Robert Seyfarth, Loebel & Schlossman, Frank Lloyd Wright, Talmadge & Watson, Barry Bryne, and Keck & Keck. Below is a summary of architectural styles along with a timeframe noting their prominence in the United States¹.



1820 to 1880	Romantic – (types: Italianate, Gothic)
1860 to 1900	Victorian – (types: Queen Anne, Second Empire, and Stick)
1880 to 1910	Chateausque
1880 to 1955	Colonial Revival
1885 to 1930	Beaux Arts
1890 to 1935	Italian Renaissance
1890 to 1940	Tudor
1895 to 1950	Neoclassical
1900 to 1940	Prairie, Craftsman, Four Square, Bungalow
1915 to 1945	French Eclectic, Spanish Eclectic
1920 to 1940	Modernistic, International
1940 to 1965	Modern – (types: Ranch, Split-level, and Minimal Traditional)
1965 to 2006	Neoelectic – (types: Mansard, Neo- Colonial, French, Tudor, Classical Revival, and Victorian)

¹ (Source: A Field Guide to American Homes, by Virginia & Lee McAlester, © 1984)

SECTION ONE

VILLAGE CHARACTER ANALYSIS

The longstanding tradition of accepting a diverse mix of architectural styles throughout the Village will continue to be welcomed into the future.

Current Development Trends

The fixed boundaries of the Edens Expressway (I-94) to the west, Lake Michigan to the east, the Chicago Botanic Gardens and Forest Preserves to the north, and the Skokie Lagoons and Village of Winnetka to the south, limited Glencoe's expansion. Following the substantial growth to the west in the 1950s and 60s, Glencoe virtually ran out of available, undeveloped land. Beginning in the 1980s and continuing to the present, the few remaining large parcels in the west and east were subdivided. The following "in-fill" subdivisions resulted.

1996 Sheesley Estate Subdivision – Located east of Sheridan Road and North of Harbor Street, this 12-lot subdivision encompasses two cul-de-sacs – Shoreline and Keystone Courts. The aesthetics of both cul-de-sacs are quite different. Shoreline Court fronts Lake Michigan and its residences are modern in design featuring clean lines, flat roofs, and abundant windows capitalizing on the lake views. Keystone Court, on the other hand, features much more traditional architectural forms and styles. Unique features of the subdivision include a stone garden wall adjacent to Sheridan Road, an abundance of mature trees and landscaping, generous lot sizes, and the lakefront location.

1999 Rasmussen's Subdivision – Located west of Hohlfelder Road, this subdivision includes 12 lots fronting on Sunset Lane, Astor Place, and Hohlfelder Road. The residences feature

mostly traditional architectural forms and styles and are comprised primarily of brick, stone, and stucco.

2001 Beinlich Estates Subdivision – Located north of Dundee Road, this 5-lot subdivision includes four lots on Beinlich Court and one fronting on Dundee Road. The residences feature traditional architectural forms and styles and are comprised primarily of brick, stone, and stucco. The residences appear large in relationship to their respective lot sizes, which limit the appearance of open space. There are minimal mature trees that define the landscape.

Development continues in the Village today, although in much different forms. Beginning around 1990, the Village began to experience significant redevelopment, through teardowns, in all of its neighborhoods.

The Village has also encountered the tendency of landowners to re-subdivide larger properties into two to three lot subdivisions or to consolidate several smaller properties into one large lot.

The challenge is to balance these forms of redevelopment while also ensuring the maintenance of the Village's unique character.



SECTION TWO
NEIGHBORHOOD CONTEXT

The previous section, entitled Village Character Analysis, provides a history of the growth and development of the Village. The information garnered from the previous section will help the applicant in understanding the historical context of a subject neighborhood (e.g. date of subdivision, date residence built, and prominent architectural styles of the time).

It is required that the applicant not only knows and understands the historical context, but also the physical (built) context as well. As part of the application package, the applicant is required to submit a *Neighborhood Context Analysis* for the block face consisting of:

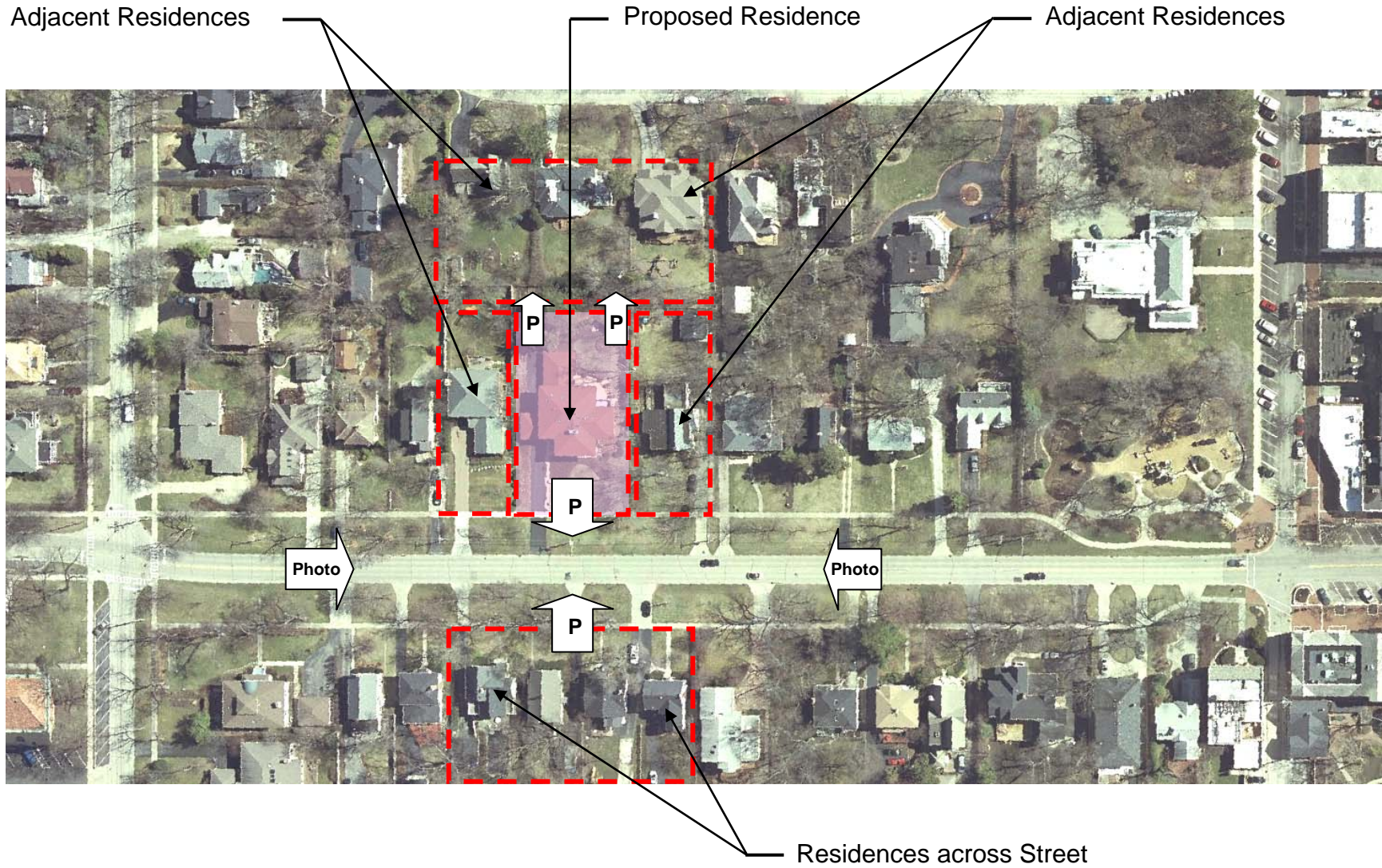
1. A Table of Existing Neighborhood Conditions (sample table is provided to right)
2. Neighborhood Context Plan utilizing a GIS plat provided by the Village, indicating applicant's property and adjacent residences.
3. Neighborhood Context Photographs showing applicant's property and adjacent properties, demonstrating the proposed residence in-scale with its environs. (See Section Four for more specifics.)

The intent of this exercise is to help the applicant understand those characteristics that contribute to the subject neighborhood's identity, which should be taken into account, as architectural plans are prepared.

TABLE OF EXISTING NEIGHBORHOOD CONDITIONS

1. **History of Subdivision Development:**
 - Date of Subdivision _____
 - Date(s) of Residential Construction _____
2. **General Topography:**
 Flat Sloped
 Ravine Lakefront
3. **Overall Lot Characteristics:**
 Shallow Irregular
 Narrow Wide
4. **Characteristics of Public Open Space:**
 - Street Layout
 Grid Cul-de-sac
 Curve Other
 - Street Pavement Width (back of curb to back of curb) _____
 - Street R-O-W Width (property line to property line) _____
 - Ave. Distance Between Facing Houses along Block _____
 - Ave. Distance between Adjacent Houses _____
 - Mature Trees & Landscaping Few Many
5. **Streetscape Characteristics:**
 (note any special features _____)
 Sidewalks Driveways
 Lighting Trees
6. **Zoning District:**
 R-A R-B
 R-C R-D
7. **Zoning Requirements:**
 - Front Yard Setback _____
 - Side Yard Setback _____
 - Maximum Building Height _____
8. **Predominant Number of Stories per Residence:**
 1 1 1/2
 2 3
9. **Architectural Characteristics:**
 - Predominant Style (if applicable) _____
 - Predominant Façade Materials _____
 - Predominant Roof Pitch, Type, & Material _____

SECTION TWO
NEIGHBORHOOD CONTEXT



Typical Exhibit - Neighborhood Context Plan

SECTION TWO
NEIGHBORHOOD CONTEXT



Typical Exhibit - Neighborhood Context Photographs

SECTION THREE

DESIGN GUIDELINES

I. NEIGHBORHOOD DESIGN CONTEXT

A. **Height Compatibility** – The intent of the guidelines is to have residences similar in height to provide cohesiveness to the neighborhood. Residences that are too tall will create a barrier to the rhythm of the massing while residences that are too short will create a void or space. Abrupt changes in height between adjacent residences should be avoided.

- The proportions between the height and width of the new residence can impact the perception of the height of the residence.
- The roof profile is an important component of the perception of height.

B. **Rhythm of Spacing and Structures on Streets** – The topography, location of the project site, and the position of the residences on the site guide the most basic decisions about design.

- The residence location, front yard setbacks, and side yard setbacks are particularly important to setting the context of the adjacent neighbors.
- New construction should follow the rhythm of the existing residences established by the overall open or solid feeling of the neighborhood.

C. **Horizontal and Vertical Elements** – The horizontal and vertical elements determine the perceived scale of a residence and how it relates to the horizontal and vertical expression of the neighboring residence facades. The overall scale, shape and massing of the

residences is significant in defining the character of a street, a block, or a neighborhood. In order to retain the character of the neighborhood, maintaining a balance between the residential scale in relation to the lot space available and the landscaping is essential.

D. **Maintenance of Distinguishing Original Qualities and Character of the Neighborhood, Property, Structure, or Site** - New residential construction should be integrated with the landscape and original distinguishing character elements of the neighborhood. Examples of distinguishing character elements include topography, trees, ravines, decorative fences, and garden walls.

SECTION THREE

DESIGN GUIDELINES

II. ARCHITECTURAL DESIGN

A. **Scale and Massing of a Structure** – Traditional architecture is rooted in simplicity of form, massing, and in a hierarchy of spaces which are cohesive, rational and sensible. While the styles may range from Colonial to Tudor, the common basis for the origins of traditional architecture are based in necessity and economy.

Contemporary, or "modern", design is based on these same principles, but takes advantage of technological advances such as larger window openings, materials which allow a flat roof, and greater structural spans which often lead to more open, flowing spaces and which also can shape the exterior form.

Whether traditional or contemporary, privacy, sunlight orientation and view orientation should be the determining planning and design factors. A successful dialog between traditional and contemporary design certainly is possible and can in fact transcend stylistic differences.

- The scale and proportions of new construction should be compatible with adjacent residences and the surrounding area.
- The appearance of large mass can be minimized through the use of design elements, such as porches, porticos, bay windows, and dormer windows.
- Scale and its perception is a function of the size of the windows, bays, entry doors, and dormers as they relate to the overall composition. For example, small windows can make the mass of the residence seem larger because of the abundance of surface area.

- Chimneys are essential features of a residence's overall design as a counterpoint to the roof shape. Chimneys often represent the strongest vertical element of a design.

B. **Roof Shapes** – Roof shapes are important to defining residential architectural styles. Roof form, or the lack thereof (i.e. flat roof design), is often the significant factor in determining the massing, scale, and proportions of all residences. The intent of the guidelines is to have roofs compatible with the structure below and with those neighboring residences to which they visually relate. This is particularly important in small lot neighborhoods where residences are spaced closer together.

New construction should contain simple, well-articulated roof forms. Inappropriate use of overlapping gables is discouraged. They should only be used when the smaller gable is part of a balcony, porch, or entrance, or in rare instances when they are appropriate for the style.

C. **Proportions of the Front Façade** – A clear hierarchy of massing is important when residences are composed of more than a single volume. For traditional and modern architecture, the most significant functions are typically located prominently near the front entrance. Less public functions occur in the wings, often located to the side or rear. Typically massing and fenestration illustrate that "form follows function" as the renowned Chicago architect Louis Sullivan believed.

D. **Rhythm and Balance** – Each individual residence contains a rhythm established by the arrangement of windows and doors versus solid wall sections.

SECTION THREE

DESIGN GUIDELINES

Successful architecture almost always places openings in a manner that while sometimes not regular, is nonetheless simple and rational. Openings should be placed according to a rational system. Use of openings centered between regularly spaced columns is one obvious strategy.

E. Entrance Porches, Recesses, and Other Projections – Front entryways are comprised of doorways, porches, overhangs, and other elements that help relate the residence to the street, offer temporary shelter and contribute to the sense of arrival into the residence. These elements express where one enters the residence and what purpose the various entryways serve.

F. Proportions of Windows and Doors – Typically, openings such as windows and doors make up the largest and most distinctive elements of a residence's façade.

- Window openings and windowpanes should be proportioned according to the style of the residence and to the part of the façade where they are located. Simple shapes and a limited number of shapes contribute to cohesive design.
- The style of the front door should match the style of the residence, as should the style of the windows.
- The front door in its width, height, and construction should be indicative of the quality and stature of the design.

G. Relationship of Materials and Texture – Materials provide the visual diversity and architectural character to the neighborhood. Continuity of architectural character should be provided by using materials that represent the neighborhood or the street and of the family of materials that have been used in Glencoe historically.

- New construction should use materials, colors, and textures compatible with those of neighboring residences and appropriate to the chosen architectural style to reinforce the neighborhood's image. Where context seems limited, more attention should be paid to the materials and their use.
- Restraint in materials visible on any exterior wall should be exercised. The palette of materials chosen should be appropriate for a particular style. Limiting the number of materials focuses attention on design composition and detailing quality.
- Ornamentation can often enrich architectural expression. When used, it should be stylistically accurate and as a reinforcement of other architectural features.
- The unit sizes of the siding height, brick size, cut stone, and windowpanes also contribute to successful scale and horizontal / vertical expression of the design.

H. Garages (Integration with Residence, Scale, and Overhead Doors) - Some residences in the Village have attached garages and some have detached garages behind the residence and at the rear of the property. Benefits from the Village's zoning regulations should be counterbalanced with appropriate planning and should relate to the main residence and surrounding neighborhood.

SECTION THREE

DESIGN GUIDELINES

III. SITE AND LANDSCAPE DESIGN

A. **Location of Residence and Other Structures** – The scale and placement of the structures on the site should meet the criteria listed below:

- Be appropriate to the site and in compliance with current Village ordinances regarding side and rear yard setbacks;
- Preserve the existing physical character of the site;
- Maintain the existing pattern and rhythm in relation to adjacent neighbors within the neighborhood; and
- Be non-injurious to the existing trees on-site or those on adjacent properties.

B. **Planting: Quality and Type** – The schematic landscape plan should list all plant materials appropriate to the scale and architectural character of the residence. Plantings should be selected for their hardiness and seasonal interest. It is recommended that a registered landscape architect prepare such plan.

C. **Trees: Location and Protection** – The schematic landscape plan should identify all existing and proposed trees 8" or more in diameter by location, species and condition. Additionally, the landscape plan should identify the following:

- Those trees to be preserved and those to be removed;
- Proposed grading, drainage, utilities, and driveway layout;
- Location of tree protection fencing; and
- Location of trees on adjacent properties over 8" in diameter whose roots encroach on the subject property.

D. **Site Amenities** – Amenities such as fences, patios, terraces, arbors, pergolas, swimming pools, garden walls, etc. should meet the following criteria:

- Be appropriate in scale and in architectural character with the residence;
- Harmonize with the existing site conditions and the surrounding neighborhood;
- Be compatible with existing on-site and adjacent property trees; and
- Comply with the Village's Zoning Code requirements.

E. **Driveway: Design and Materials** – Driveways should meet the following criteria:

- Be aesthetically integrated with the site;
- Be in harmony with the architectural character of the residence;
- Be the subordinate feature of the property;
- Accomplish a desirable transition from the streetscape;
- Accommodate the safety of pedestrian movement; and
- Avoid impacts to existing on-site and adjacent property trees.

SECTION FOUR

PROCESS, SUBMITTALS, AND ADJUSTMENTS

Review Process

Applications for contextual design review are required to follow the procedures listed in the steps below:

1. Pre-Application Meeting with Staff
↓
2. Determination of Historical/Landmark Status
(Designated Glencoe Landmarks first require favorable advisory review by Glencoe Historic Preservation Commission)
↓
3. Submit Application and Materials for Contextual Design Review
↓
4. Mail Meeting Notice to Neighbors within 250 Feet of Subject Property
↓
5. Hold Contextual Design Review Commission Public Meeting
↓
6. Approve, Approve with Conditions, or Deny Application within 35 Days of Conclusion of Public Meeting

It is expected that completed applications will be fully reviewed and acted upon within 60 days after filing.

Required Submittals

All applications for Contextual Design Review are required to include at least the following information and materials:

1. Existing and proposed site plan of the subject property;
2. Aerial neighborhood context plan with required information utilizing Geographic Information Systems (GIS) plat provided by the Village (see Page 10);
3. Rendered elevations (front, sides, & rear) of the proposed residence on the subject property indicating materials, colors, and three dimensional relief;
4. Photographic composite of the proposed residence in scale with its environs (the street frontage elevations of all adjacent residences on both sides of the street or corner as shown on Page 11);
5. Schematic landscaping plan showing existing and proposed trees and landscaping on the subject property, including species and size of existing and new material to be provided;
6. Schematic floor plans for the proposed residence provided in 1/4" scale including all levels and roof plan; and
7. When necessary, three-dimensional representations of the proposed residence and surroundings may be required (perspective studies or massing models).

SECTION FOUR

PROCESS, SUBMITTALS, AND ADJUSTMENTS

Authorized Adjustments

For those applicants who incorporate design excellence into their proposed development plans, and who successfully demonstrate that the proposed development plans will contribute to and maintain the character of the neighborhood without adversely affecting adjacent properties, the Contextual Design Review Commission may grant the following adjustments:

1. Chimney projections into side yard setback up to 6'-0" in width and 2'-0" in depth;
2. 5% increase in the maximum gross floor area limits, but such increase may only be applied to the principal single family dwelling on the subject property;
3. For lots having a lot width of at least 80 feet, reductions in the side yard setback for a detached garage to a minimum of five feet; provided that such approval shall be subject to the terms and conditions set forth in Subparagraph 3-111G20(b) and 3-111G20(c) of this Code;
4. In lieu of the exclusions authorized pursuant to Subparagraph 3-111G12(a) or 3-111G12(b), exclusions from the calculation of maximum gross floor area of either: (a) 400 square feet for an attached garage located in the rear half of the lot, but not for any garage along a corner building front; or (b) 600 square feet for a detached garage;
5. Bay projection into side yard setback up to 8'-0" in width and 2'-0" in depth;
6. An exclusion from the calculation of maximum gross floor area of 400 square feet for attic space in the principal single family dwelling on the subject property;
7. In lieu of the exclusions authorized pursuant to Subparagraph 3-111G12(e), exclusions from the calculation of maximum gross floor area of under-bay or under-eave areas when determined to be a defining element of the architectural style (i.e. Prairie style);
8. An exclusion from the calculation of maximum gross floor area of a basement when a raised first floor is determined appropriate for the architectural style of the dwelling; and
9. For pre-FAR single-family dwellings only, reduced interior stair width, reduced stair height clearance, and/or reduced handrail height for porches, notwithstanding any provision to the contrary in the Zoning Code or the Village Code.

Note: Total adjustments related to FAR may not exceed twenty percent (20%) of the maximum gross floor area permitted for the subject property.