

CHAPTER 21

ARCHITECTURAL APPEARANCE

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ARTICLE 1 - DECLARATION AND PURPOSE

21.1.01. DECLARATION OF PURPOSE

This Architectural Appearance Code of the City of Country Club Hills is adopted for the following purposes.

- A. To promote the public health, safety, morals, comfort and general welfare of the citizens of this City.
- B. To enhance the values of property throughout this City.
- C. To protect and to stabilize the general appearance of buildings, structures, landscaping and open areas, in the commercial, industrial and manufacturing zoning districts of this City.
- D. To insure adequate light, air and privacy for property in the commercial, industrial and manufacturing zoning districts of this City.
- E. To encourage and promote acceptability, attractiveness, cohesiveness and compatibility of new buildings, developments, moved buildings, remodeling and additions in the commercial, industrial and manufacturing zoning districts of this City so as to maintain and improve the established standards of property values throughout the City.

21.1.02. DEFINITIONS

Whenever a word or term hereinafter defined appears in the text of this ordinance, its meaning shall be construed as set forth in the definition thereof. Words or terms not defined herein shall be defined as provided in the Country Club Hills Zoning Ordinance.

- A. **APPEARANCE**. The external architectural and aesthetic aspects of a site and its improvements.
- B. **APPURTENANCES**. The visible, functional or decorative objects accessory to and part of buildings.
- C. **APPROPRIATE**. Sympathetic or fitting to the context of the site and the whole community.
- D. **ARCHITECTURAL CHARACTER**. The composite or aggregate of the characteristics of structure, form, materials and function of a building, group of buildings or other architectural composition.
- E. **ARCHITECTURAL CONCEPT**. The basic aesthetic idea of a building, or group of buildings or structures, including the site and landscape

development, which produces the architectural character.

- F. ARCHITECTURAL FEATURE. A prominent or significant part or element of a building, structure or site. Architectural features shall include all projections and mechanical details of a building, such as louvers, flashing, flues, vents, gutters and downspouts.
- G. ARCHITECTURAL STYLE. The characteristic form and detail, as of buildings of a particular historic period.
- H. ATTRACTIVE. Having qualities that demonstrate a harmonious relationship among architectural style, concept, and character.
- I. BERM. A raised form of earth to provide screening or to improve the aesthetic character.
- J. CITY. The City of Country Club Hills, Illinois.
- K. CODE. City of Country Club Hills Appearance Code.
- L. COHESIVENESS. Unity of composition between design elements of a building, or a group of buildings, and the landscape development.
- M. COMMISSION. The Economic Development Commission.
- N. COMPATIBILITY. Harmony in the appearance of two or more buildings, structures and landscape development in the same vicinity.
- O. CONSERVATION. The protection and care that prevent destruction or deterioration of historical or otherwise significant structures, buildings, or natural resources.
- P. CRITERIA FOR APPEARANCE. The standards set forth in this Ordinance for the building design, relationship of buildings to site, landscape and site treatment, signs, exterior lighting, miscellaneous structures and street hardware.
- Q. DECORATIVE SCREEN. A wall, fence, or landscaping intended to partially or entirely cut off visibility to the area behind it.
- R. DESIGN PRINCIPLES. The underlying aesthetic standards shaping the features of a building or site development program.
- S. EXTERIOR BUILDING COMPONENT. An essential and visible part of the exterior of a building.
- T. EXTERNAL ARCHITECTURAL FEATURE. The architectural style and general arrangement of such portion of a building or structure as is

designated to be open to view from a public street, place or way, including the kind, color and texture of the building material of such portion and the type of windows, doors and lights attached, or ground signs, and other fixtures appurtenant to such portion.

- U. HARMONY. A unity of design that produces an aesthetically pleasing whole as in an arrangement of varied architectural landscape elements.
- V. LANDSCAPE. Plant materials, topography, and other natural physical elements combined in relation to one another and to man-made structures.
- W. LOGIC OF DESIGN. The use of accepted design principles and valid criteria in the solution of the design problem.
- X. MECHANICAL EQUIPMENT. Equipment, devices and accessories, the use of which relates to water supply, drainage, heating, ventilating, air conditioning, and similar purposes.
- Y. MISCELLANEOUS STRUCTURES. Structures, other than buildings, visible from public ways. Examples are: memorials, stagings, antennas, water tanks and towers, sheds, shelters, fences and walls, kennels, transformers, and drive-up facilities.
- Z. PLANT MATERIALS. Trees, shrubs, vines, ground covers, grass, perennials, annuals, and bulbs.
- AA. PROPORTION. Balanced relationship of parts of a building, landscape, structure or building to each other and to the whole balance.
- BB. RULES OF PROCEDURE. Rules adopted by the Economic Development Commission for the administration of this Appearance Code.
- CC. SCALE. Proportional relationship of the size of part to one another and to the human figure.
- DD. SHRUB. A multi-stemmed woody plant other than a tree.
- EE. STREET HARDWARE. Man-made objects other than buildings that are part of the streetscape. Examples are lamp posts, utility poles, traffic lights, traffic signs, benches, litter containers, planting containers, letter boxes, and fire hydrants.
- FF. STREETSCAPE. The scene as may be observed along a public street or way composed of natural and manmade components, including buildings, paving, planting, street hardware and miscellaneous structures.
- GG. UTILITY HARDWARE. Devices such as poles, crossarms, transformers and

vaults, gas pressure regulating assemblies, hydrants and buffalo boxes that are used for water, gas, oil, sewer and electrical services to a building or a project.

HH. UTILITY SERVICE. Any device, including wire, pipe and conduit, which carries gas, water, electricity, oil and communications into a building or development.

21.1.03. APPLICABILITY.

This Ordinance shall apply to the construction of all buildings and developments in the commercial, industrial and manufacturing zoning districts of the City of Country Club Hills, whether new construction or remodeling, renovation or additions to existing construction.

21.1.04. DUTIES OF THE ECONOMIC DEVELOPMENT COMMISSION

- A. The Economic Development Commission shall review the design of all planned construction and renovation projects in the commercial, industrial and manufacturing zoning districts and shall submit reports to the Building Commissioner, Zoning Board of Appeals, Plan Commission and City Council containing its findings and recommendations as to the compliance of such projects with the provisions of this Chapter 21.
- B. The Economic Development Commission shall develop educational techniques and communication networks to bring awareness of the importance of the architectural appearance and the relationship of that appearance to economic development within the City.
- C. The Economic Development Commission shall develop and recommend to the City Council promotional mechanisms to recognize and celebrate exemplary architectural design and beautification efforts within the City.

21.1.05. POWERS OF THE ECONOMIC DEVELOPMENT COMMISSION

- A. The Economic Development Commission shall have the power to establish architectural appearance guidelines and standards for all commercial, industrial and manufacturing projects, in accordance with the Criteria for Appearance Act forth in this Ordinance.
- B. The Economic Development Commission shall have the authority to develop and recommend to the City Council administrative policies and procedures to expedite the process for the review of design plans for all commercial, industrial and manufacturing projects under this Ordinance.
- C. The Economic Development Commission shall have the authority to develop a design assistance program for commercial, industrial and manufacturing

zoning districts.

21.1.06. PRELIMINARY PLAN REVIEW WORKSHOP

- A. Preliminary Plan Review Workshop. No less than 30 days before applying for any building permit, filing for any zoning relief for any construction or renovation within a commercial, industrial or manufacturing zoning district, or for a planned unit development, the applicant shall submit design plans and sample materials to the Economic Development Commission. The design plans and sample materials shall include the preliminary site and landscape plan, shall show the design and location of all fencing, lighting and signs, and shall contain color schemes and sample building materials. Within 14 days of receiving such information, the Commission shall hold a preliminary plan review workshop with the applicant to discuss and review the plans and materials for determination of their economic impact and compliance with the Criteria for Appearance. The preliminary plan review workshop shall also be attended by the Building Commissioner and Chief of Police, the Safety Engineer and any other representative of the City the Commission considers necessary to a discussion and review of the plans and materials, for compliance with the Building Code, applicable environmental considerations and fire, traffic and other public safety considerations.
- B. Preliminary Plan Review Workshop Report. All participants in the Preliminary Plan Review Workshop shall prepare a Workshop Report containing their respective findings and recommendations. The Commission's portion of the Workshop Report shall contain its findings and recommendations as to economic impact and compliance with the Criteria for Appearance. The Commission shall compile all Workshop Reports for submittal to the Building Commissioner, Planning Commission, Zoning Board of Appeals and/or City Council.
- C. Use of Workshop Report.
- 1) Building Permits. If the applicant applies only for a building permit, the Workshop Report shall be submitted to the Building Commissioner, who shall consider the findings in the Workshop Report when issuing building permits.
 - 2) Zoning Application. If the applicant applies for zoning relief or for a planned unit development, the Workshop Report shall be submitted to the Planning Commission and/or Zoning Board of Appeals, prior to any public hearings or meetings to be held on the application to which the Report pertains.
 - 3) City Council. The Workshop Report shall be advisory only and the City Council shall make the final determination as to compliance

with this Chapter 21.

21.1.07. CRITERIA FOR APPEARANCE

A. General Criteria

- 1) The project shall enhance both the site on which it is located and the sites surrounding the project.
- 2) No project shall adversely affect the market values of the property in the City.
- 3) No project shall adversely affect the environment.
- 4) No project, or any portion thereof, shall adversely affect the public safety or the security of the site.

B. Building Design

- 1) Architectural style is not restricted. Evaluation by the appearance of a project shall be based on quality of its design and relationship to surroundings.
- 2) Buildings shall have good scale and be in harmony with permanent neighboring development.
- 3) Materials shall have good architectural character and should be selected for harmony of the building with adjoining buildings.
- 4) Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings should have the same materials, or those which are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.
- 5) Materials shall be of durable quality.
- 6) Building components such as windows, doors, eaves and parapets shall have good proportion and relationship to one another.
- 7) Colors shall be harmonious, with bright or brilliant colors used mainly for accent.
- 8) Mechanical equipment or other utility hardware on the roof, ground or elevations shall, whenever possible, be located so as not to be visible from any public ways. If such location is not possible, the facilities shall be screened from public view with materials in harmony with the building, such as fences, walls, enclosures, or

landscaping. Wherever possible, natural landscaping shall be used for such screening.

- 9) Truck dock, refuse and waste removal areas, service yards, storage yards and exterior work areas and other features which may have negative impact upon adjacent properties shall be screened from public view by the same methods as described in Paragraph 9 above. Screening materials and design of same shall reflect the design concept of the building or structure. Wherever possible, natural landscaping shall be used for such screening.
- 10) Exterior lighting should be part of the architectural concept. Fixtures, standards, and all exposed accessories shall be harmonious with the building design.
- 11) Signs shall be part of the architectural concept and all signs shall conform to the sign regulations of the Municipal Code of the City of Country Club Hills.
- 12) No more than three different types of exterior wall materials shall be used. Materials shall be suitable to the type of building and design in which they are used.
- 13) Transitions between changes of material and plane shall be provided, while maintaining an overall simple geometry for the building mass.
- 14) In any design in which the structural frame is exposed to view, the structural materials shall be compatible within themselves and harmonious to their surroundings.
- 15) All sides of a structure shall receive design consideration. A facade unrelated to the rest of the building is not in keeping with acceptable design.
- 16) All architectural features shall be treated to match either the color of the adjacent surface or an approved complementary color.
- 17) Monotony of design in single or multiple building projects shall be avoided. Variation of detail, form and siting shall be used to provide visual interest. In multiple building projects, variable siting of individual buildings may be used to prevent a monotonous appearance.
- 18) Materials shall be of a permanent nature and require a minimum amount of maintenance.
- 19) All plans shall demonstrate a concern for the conservation of energy

by their sensitivity to factors such as the orientation of a building, the use and location of glass, and the use of landscape materials on the site.

C. Relationship of Buildings to Site

- 1) The site shall be planned to accomplish a desirable aesthetic transition with the streetscape and to provide for adequate parking, pedestrian movement and parking area.
- 2) Site planning in which setbacks and yards are in excess of zoning restrictions is encouraged to provide an interesting relationship between buildings.
- 3) Parking areas shall be treated with decorative elements, building wall extensions, plantings, berms or other innovative means so as to largely screen parking areas from view from public ways.
- 4) The height and scale of each building shall be compatible with its site and adjoining buildings, without restricting the permissible limits under the applicable zoning district.

D. Relationship of Builders to Adjoining Area

- 1) Adjacent buildings of different architectural styles shall be made compatible by such means as screens, site breaks and materials.
- 2) Attractive landscape transition to adjoining properties shall be provided.
- 3) New areas of construction must have the architectural relationship that is based on the same theme and historic value of the City and not be in conflict with the surrounding area.
- 4) Designers shall demonstrate a harmony in texture, lines and masses between all adjacent buildings. Monotony shall be avoided.
- 5) Without restricting the permissible limits of the applicable zoning district, the height and scale of each building shall be compatible with its site and existing or planned adjoining building.

E. Landscape and Site Treatment

- 1) Where natural or existing topographic patterns contribute to beauty and utility of a development, they shall be preserved and developed. Modification to topography will be permitted where it contributes to good appearance.

- 2) Each landscape plan shall address the functional aspects of landscaping such as drainage, erosion prevention, wind barriers, provisions for shade, energy conservation, sound absorption, dust abatement and reduction of glare.
- 3) Landscape treatment shall be provided to enhance architectural features, strengthen vistas and important axes, and provide shade.
- 4) Screening of service yards, and other places which tend to be unsightly, shall be accomplished by walls, fencing, planting or a combination of these. Screening shall be equally effective in winter and summer. Screening must enhance architectural features, strengthen vistas and important axes.
- 5) Plant material shall be selected for interest in its structure, texture and color and for its ultimate growth. Plants that are indigenous to the area and others that will be hardy, harmonious to the design.
- 6) Unity of design shall be achieved by repetition of certain plant varieties and other materials and by correlation with adjacent developments.
- 7) Parking areas and traffic ways shall be enhanced with landscaped spaces containing trees or tree groupings. Shrubs shall be used only where they will not obscure vision and will not require excessive maintenance. Parking area shall be treated with decorative elements, building wall extensions, planting, fences or other innovative means so as to largely screen parking from public view.
- 8) Where building sites limit planting, the placement of trees in parkways or paved areas will be required. Planting area within parking lot shall be encouraged.
- 9) In locations where plants will be susceptible to injury by pedestrian or motor traffic, they shall be protected by appropriate curbs, tree guards or other devices.
- 10) Special consideration shall be given to the drainage need of shade trees in parking areas or areas of extensive hard surfacing.
- 11) In areas where general planting will not prosper, other materials such as fences, walls and pavings of wood, brick, stone, gravel and cobbles shall be used. Carefully selected plants shall be combined with such materials where possible.
- 12) Exterior lighting, when used, shall enhance the building design and the adjoining landscape. Lighting standards and fixtures shall be of a

design and size compatible with the building and adjacent areas. Lighting shall be restrained in design and excessive brightness and brilliant colors avoided.

- 13) Grades of walks, parking spaces, terraces, and other paved areas shall provide an inviting and stable appearance for walking and, if seating is provided, for sitting.
- 14) Fencing plans must be a part of the submittal at the earliest stages and shall be consistent with the general plan for the site.
- 15) Provision for washing and cleaning of buildings and structures, and control of dirt and refuse shall be included in the design. Configurations that tend to catch and accumulate debris, leaves, trash, dirt and rubbish shall be avoided.

F. Signs

- 1) Every sign shall be designed as an integral architectural element of the building and site to which it principally relates.
- 2) The colors, material and lighting of every sign shall be restrained and harmonious with the building and site to which it principally relates.
- 3) The number of graphic elements on a sign shall be held to the minimum needed to convey the sign's major message and shall be composed in proportion to the area of the sign face.
- 4) New signage shall be designed to be read by the pedestrian.
- 5) Signs shall be consistent in character with the desirable community identity.
- 6) All signs shall comply with the requirements of the Zoning Ordinance of the City of Country Club Hills.

G. Exterior Lighting

- 1) All exterior lighting shall balance the need for energy conservation with needs for safety, security and decoration.
- 2) Where decorative exterior floodlighting is used, it shall consist of an appropriate composition of brightness relationships, textures and restrained colors to dramatize a setting and extend the hours of the setting's usefulness. Floodlighting fixtures shall be located or shielded so that their presence is minimized.

- 3) All exterior lighting shall be part of the architectural and landscape design concept. Fixtures, standards and all exposed accessories shall be concealed or harmonious with other project design materials.
- 4) In general, the height of exterior lighting fixtures shall not exceed the predominant height of the principal building to which it relates.
- 5) Exterior lighting shall not be designed to permit an adverse effect upon neighboring properties. Designers shall specify appropriate light cut-off angles for all sources of strong illumination.
- 6) All free-standing parking lot and internal access route lighting shall be high pressure sodium vapor luminous, color corrected where necessary for compatibility.
- 7) All exterior lighting shall comply with the requirements of the Zoning Ordinance of the City of Country Club Hills.

H. Miscellaneous Structures and Street Hardware

- 1) Miscellaneous structures and street hardware, whether located on private or public property shall be designed to be part of the architectural concept. Materials shall be compatible with buildings, scale shall be good, colors shall be in harmony with buildings and surroundings and proportions shall be attractive.
- 2) All lighting in connection with miscellaneous structures and street hardware shall meet the requirements of the Zoning Ordinance of the City of Country Club Hills.

I. Factors for Evaluation. The following factors and characteristics, which affect the appearance of a development, will govern the Appearance Review Commission's evaluation of a design submission:

- 1) Conformance to ordinances and the Appearance Code.
- 2) Economic impact.
- 3) Logic of design.
- 4) Exterior space utilization.
- 5) Architectural character.
- 6) Attractiveness.
- 7) Material selection.

- 8) Harmony and compatibility.
- 9) Circulation - vehicular and pedestrian.
- 10) Maintenance aspects.

SECTION 3: Subsection 6 of Article 16 of Chapter 3 of the Municipal Code of the City of Country Club Hills is hereby amended by adding the following provisions:

The Commission shall be charged with administering the Architectural Appearance Code of the City of Country Club Hills, in accordance with the duties and standards set forth therein.

SECTION 4: Subsection 3 of Article 7 of Chapter 3 of the Municipal Code of the City of Country Club Hills is hereby amended by adding the following paragraph:

The Building Commissioner shall participate in Preliminary Plan Review Workshops convened by the Economic Development Commission, under the provisions of Section 21.06 of Chapter 21.

SECTION 5: Subsection 2 of Article 9 of Chapter 3 of the Municipal Code of the City of Country Club Hills is hereby amended by adding the following paragraph:

G. To participate in Preliminary Plan Review Workshops convened by the Economic Development Commission under the provisions of Section 21.06 of Chapter 21.

SECTION 6: If any provision, clause or phase of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provisions or applications, and to this end the provisions of this Ordinance are declared separable.

SECTION 7: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.