




City of  
Evanston

design guidelines  
for  
planned  
developments



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**City of Evanston  
Design Guidelines for Planned Developments**

- I. INTRODUCTION..... 5**
- II. OVERVIEW OF THE CITY OF EVANSTON’S PLANNED DEVELOPMENT APPROVAL PROCESS..... 6**
- III. GUIDELINES FOR BUILDING DESIGN AND EXTERIOR APPEARANCE..... 7**
  - A. New Construction / Additions to Existing Buildings..... 9
    - 1. Mass
    - 2. Scale and Context
    - 3. Exterior Building Materials
    - 4. Roofs
    - 5. Architectural Features
    - 6. Security and Exterior Lighting
    - 7. Loading Docks and Refuse Collection Areas
    - 8. Utilities, Mechanical Equipment, and Stormwater
    - 9. Wireless Communication Antennas
  - B. Parking Structures..... 17
  - C. Ground Floor Uses..... 19
    - 1. Retail/Services
    - 2. Sidewalk Cafes
    - 3. Offices
  - D. Signage..... 21
  - E. Adaptive Reuse of Buildings..... 23
  - F. Green / LEED Buildings..... 23
- IV. GUIDELINES FOR SITE PLANNING..... 27**
  - A. Building Location..... 29
  - B. Landscaping..... 31
    - 1. Landscaping Requirements for Parking Lots
  - C. Circulation..... 37
  - D. Public Art..... 39
- V. GLOSSARY..... 41**

## Figure 1. Diversity of Architecture in Evanston.

**Figure 1a. Davis/Sherman.**

The corner of Davis Street and Sherman Avenue exemplifies the diversity of new and existing architecture in Evanston. The new building at 622 Davis (left) is in keeping with the character of existing buildings on the block (e.g., massing, building materials), including the restoration and adaptive reuse of the landmark Chandler building (center) at the corner of Davis and Sherman. Across Sherman Avenue, a new modern building (right) has ground floor retail and dining that are in keeping with the existing pedestrian-oriented area along Davis and Sherman. In addition, the residential portion of the building is set back from both Davis and Sherman to reduce the impacts of height and massing.



*Photo: City of Evanston*

**Figure 1b. Southwest Corner of Elmwood/Grove.**

The corner of Elmwood and Grove exemplifies an adaptive reuse of an existing building with a contemporary addition (left), retention of an existing building (middle), and the redevelopment of a former gas station (right). The height and massing of the addition (left) and new building (right) are in keeping with the character of the existing building.



*Photo: City of Evanston*

## I. INTRODUCTION

Evanston is diverse, and its residents have a strong sense of pride in their community. This is evident in their commitment to preserving and enhancing the character of the built environment and its relationship to the natural environment. The 2000 Evanston Comprehensive General Plan underscores this commitment to preserving Evanston's character:

*“Evanston’s unique identity is represented by tree-lined streets and fine architecture. Evanston has a history of quality architecture made real through the work of architects like Daniel H. Burnham, Walter Burley Griffin, Marion Mahoney Griffin, Ernest Mayo, Thomas Tallmadge, George W. Maher, William Holabird, and Dwight H. Perkins. The cumulative achievements of these and other architects has given Evanston a physical character found in few other communities and one that is worthy of being preserved and promoted.”*

The 2000 Comprehensive General Plan continues, “Evanston's appeal is not the product of a single activity. It is rather the cumulative effect of many individual, corporate, institutional, and public decisions.” Thus, a commitment to the physical character of a community does not mean that everything should look the same, but rather that diversity and innovation should be encouraged in the future, just as they have been in the past.

The City of Evanston (hereafter, the City) does not mandate a particular design style and instead encourages design excellence in a variety of architectural expressions (Figure 1). The City's Comprehensive General Plan, zoning ordinance, preservation ordinance, and building code are among the tools that guide project applicants and decision-makers, and Chapter 13 of the 2000 Comprehensive General Plan specifically addresses community design and landscaping. The goal is to promote attractive and interesting buildings, as well as landscaping. The objective is to make quality design a priority for the construction and maintenance of all property. Policies to achieve the stated goal and objective include enhancing and maintaining landscaping, fostering historic preservation, regulating signage, and implementing techniques for **crime prevention through environmental design (CPTED)**.

Evanston's redevelopment and revitalization in the past decade—particularly in the downtown area—has generated discussion among decision-makers, residents, and the development community about design. To aid in evaluating infill proposals, Evanston's Plan Commission developed the *Design Guidelines for Planned Developments* in 2005, which also are useful to other projects not requiring **planned development** approval. These guidelines are advisory and complement existing requirements in the City's zoning ordinance, preservation ordinance, building code, and other policies (e.g., Department of Public Works requirements for circulation, parking, and stormwater detention; Illinois Accessibility Code and Americans with Disabilities Act; etc).

## **II. OVERVIEW OF THE CITY OF EVANSTON'S PLANNED DEVELOPMENT APPROVAL PROCESS**

**SITE PLAN AND APPEARANCE REVIEW COMMITTEE:** All planned developments are subject to site plan review (binding) and **appearance** review (advisory) by the Site Plan and Appearance Review Committee (SPAARC) prior to the issuance of building permits. The committee is comprised of City staff from various departments with the purpose of meeting with project applicants to identify applicable codes and ordinances, more directly communicate the City's requirements, resolve any site plan and appearance issues, and ensure efficiency in providing City services.

**PLAN COMMISSION:** Comprised of resident volunteers appointed by the Mayor, the Plan Commission holds public hearings for proposed planned developments with the purpose of taking testimony from the public and making recommendations to City Council.

**PRESERVATION COMMISSION:** For planned developments in local historic districts or affecting landmark structures, the Preservation Commission first reviews the project as a planned development (advisory) and then reviews the project a second time for alteration, construction, relocation, and/or demolition (binding). Like the Plan Commission, the Preservation Commission also is comprised of resident volunteers appointed by the Mayor.

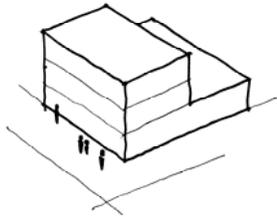
**PLANNING & DEVELOPMENT COMMITTEE:** The Planning & Development Committee (P&D) is comprised of all nine Alderman for the purpose of reviewing matters relating to planning, physical development, zoning, building conservation, preservation, and housing.

**CITY COUNCIL:** Following P&D review, planned developments proceed to City Council, which makes a final decision based on information obtained at P&D meetings and recommendations from other City entities (e.g., Plan Commission, Preservation Commission).

### **III. Guidelines for Building Design and Exterior Appearance**

Figure 2. Design Techniques for Distributing Mass with Examples in Evanston.

Figure 2a. Breaking Up Mass to Read in Different Planes

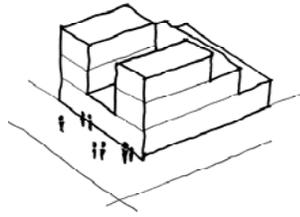


Optima Horizons, 800 Elgin



Photo: City of Evanston

Figure 2b. Pulling Apart Portions of Mass and Introducing Negative Space (Combination of Solids/Voids)

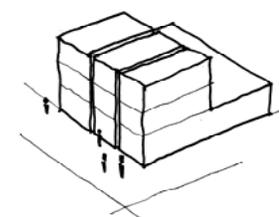


Adaptive Reuse, 1516 Elmwood



Photo: City of Evanston

Figure 2c. Dividing Larger Portions of Mass into Smaller Portions



Century Theater, 1715 Maple



Photo: City of Evanston

## **A. NEW CONSTRUCTION / ADDITIONS TO EXISTING BUILDINGS**

### **1. Mass**

- a. The **mass** of the building should respect surrounding buildings. This may be accomplished by:
  - (1) Breaking up the building's **mass** to read in different planes. (Figure 2a)
  - (2) Pulling apart portions of the building's **mass** and introducing negative space (e.g., combination of solids/voids). (Figure 2b)
  - (3) Dividing larger portions of the building's **mass** into smaller portions. (Figure 2c)

### **2. Scale and Context**

- a. The building's **scale** and **context** should:
  - (1) Be appropriate to the site. For all elevations, consideration should be given to the design of:
    - (a) The base of the building, recognizing that how it relates to the ground affects the **streetscape**.
    - (b) The corners of the building, recognizing that the facades leading to a corner are viewed together.
    - (c) The top of the building, recognizing that it contributes to the skyline of the surrounding area.
  - (2) Complement surrounding buildings. (Figure 3) Consideration should be given to:
    - (a) How the building relates to surrounding buildings in terms of height, **scale**, proportion, and **architectural features**. (Figure 4)
    - (b) How datum lines align with adjacent buildings (e.g., bases, window/sill heights, parapet walls).
    - (c) How the building appears from the **public way**. Where a building is located on a corner or on an interior lot in which more than one elevation will be visible from the **public way**, all visible elevations should be designed to address the **public way**. (Figure 4)

### **3. Exterior Building Materials**

- a. Materials should be appropriate to the **architectural style** of the building.
- b. Materials should be of a durable quality that requires minimal maintenance. (note: given its susceptibility to damage, an exterior insulation and finish system (EIFS) should not be applied unless the application is at least 10 feet above grade)



**Figure 3. Design Techniques for Consistent Scale and Context with Examples in Evanston.**

The diagram above illustrates the concept of consistent scale and context for an infill project, including height and alignment of bases and windows. In Figure 3a, the new infill building at 622 Davis (left) aligns datum lines with adjacent buildings and provides storefronts in an architectural style that is similar to adjacent buildings. In addition, its height is consistent with other existing buildings, including the landmark Chandler building (right). In Figure 3b, the two new buildings on the 1900 block of Sherman (left, middle) are in keeping with the height and mass of the existing historic landmark building at 1929-31 Sherman (right).

**Figure 3a. 622 Davis.**



Photo: City of Evanston

**Figure 3b. 1900 Block of Sherman.**



Photo: City of Evanston

**Figure 4. Case Study of New Multi-Family Residential Development in Evanston: 817 Hinman.**

This building's design and materials are in keeping with the character of surrounding buildings, and its design is noteworthy because:

- Three sides of this building are visible from the public way, and the design of each elevation addresses the public way by providing windows and articulating the façade through changes in height, mass, and materials.
- Its flat roof is in keeping with the rooflines of nearby buildings.
- It has a defined base that relates to the streetscape and surrounding buildings.
- The corners of the building offer views from windows and balconies.
- Setbacks allow for landscaping on sides that are visible from the public way.

**817 Hinman, Front and Side Elevations**



*Photo: City of Evanston*

**817 Hinman, Rear and Side Elevations**



*Photo: City of Evanston*

### Figure 5. Examples of Balconies in Evanston.

#### Figure 5a. 1830 Ridge.

For the adaptive reuse of this former warehouse to residential, existing openings were retained and converted into recessed balconies.



Photo: City of Evanston

#### Figure 5b. 1415 Sherman.

The recessed balconies for this residential building align vertically with doors and horizontally with windows.



Photo: City of Evanston

#### Figure 5c. 1715-1735 Chicago Avenue.

The balconies for this residential building are recessed, and the openings are similar in proportion to the windows. Also, the railings align with various accent elements found elsewhere on the building.



Photo: City of Evanston

#### Figure 5d. Optima Views, 1720 Maple.

Although not necessarily recessed, the balconies on this modern building were integrated into the design of the exterior facades and do not appear as add-ons.



Photo: City of Evanston

#### **4. Roofs**

- a. Roof shape (e.g., hip, gable, flat) should be compatible with the desired **architectural style** of the building.
- b. Roof materials should be selected based upon their **appearance** and durability, especially when such materials would be visible from the **public way** and/or an adjacent building.
- c. The roofline of the building should enhance the skyline of the area.
- d. Views of the roof from the **public way** and from adjacent taller buildings should be considered, and mechanical equipment should be screened per the guidelines in section III(A)(8) below.

#### **5. Architectural Features**

- a. **Architectural features** of the building should be consistent with its **architectural style** and should complement surrounding buildings.
  - (1) Balconies, decks, and other similar devices should be an integral component of the design of the building. Recessed balconies are preferred, although designs in which balconies do not appear as add-ons will be considered. (Figures 5a-d)
  - (2) Awnings, canopies, or other similar devices should be functional. If used for signage, refer to guidelines for signage section III (D) (below).

#### **6. Security and Exterior Lighting**

- a. Security should be considered during a building's design. Techniques include but are not limited to:
  - (1) Orienting the primary entrance to the street.
  - (2) Eliminating places where a person can hide or litter can accumulate (e.g., non-conforming setbacks).
  - (3) Promoting natural surveillance, eyes on the street (e.g., increasing the number of clear glass windows that allow persons to see in to and out of the building), and other principles of **crime prevention through environmental design (CPTED)**.
- b. Exterior lighting should be considered for the building's design. Light fixtures should be:
  - (1) Integrated into the design of the proposed project and consistent with the desired **architectural style** of the building.
  - (2) Concealed from direct view, where appropriate. Excessive repetition of light fixtures on the building is discouraged.
  - (3) Designed to allow light to shine down only.
    - (a) Illumination cannot extend beyond the subject property unless the applicant can demonstrate a public benefit.
    - (b) Illumination must comply with the City's Lighting Policy.<sup>1</sup>

1. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/pdf/transportation/parking\\_lot\\_lighting\\_policy.pdf](http://www.cityofevanston.org/departments/publicworks/pdf/transportation/parking_lot_lighting_policy.pdf)

**Figure 6. Examples of Loading Docks and Refuse Areas in Evanston.**

**Figure 6a. Optima Views, 1720 Maple.**

This loading dock is not accessed from Maple but rather, it is accessed through an alley that runs behind the Hilton Garden Inn and Maple Avenue public parking garage.



Photo: City of Evanston

**Figure 6b. 817 Hinman.**

The loading docks and refuse area for this multi-family residential building are accessed from the alley instead of from Hinman. Landscaping also is provided.



Photo: City of Evanston

**Figure 6c. Steak 'n Shake, 2201 Oakton.**

The brick selected for the trash enclosure (top) at this Steak 'n Shake matches that used on the building (middle), and it is screened with landscaping. Additional landscaping is provided around the loading area (bottom).



Photo: City of Evanston



Photo: City of Evanston



Photo: City of Evanston

## 7. Loading Docks and Refuse Collection Areas

- a. Loading docks and refuse collection areas:
  - (1) Must comply with the City's zoning ordinance requirements.
  - (2) Should be screened to limit visibility from the **public way**.
    - (a) The approach to screening should complement the desired **architectural style** of the principal building, preferably using landscaping and/or building materials similar to the building materials used on the principal building. (Figures 6a-c)

## 8. Utilities, Mechanical Equipment, and Stormwater

- a. Meters and mechanical equipment for **utilities** should not be placed on the front of a building or in its front yard. Such equipment should be placed inside the building, on the roof, or at the rear of the building.
  - (1) If mechanical equipment is located outside of a building, it should be screened so that it is not visible from the **public way** or from adjacent taller buildings. (Figures 7a-b)
  - (2) Screening devices should be integrated with the design of the building.
- b. Overhead utility wires should be placed underground to reduce visual impacts.
- c. Stormwater detention shall comply with the City's Stormwater Detention Policy.<sup>2</sup>
- d. New water services shall comply with the City's Policy on Domestic & Fire Service Connections.<sup>3</sup>

Figure 7a. Screening Rooftop Mechanicals with Parapet.

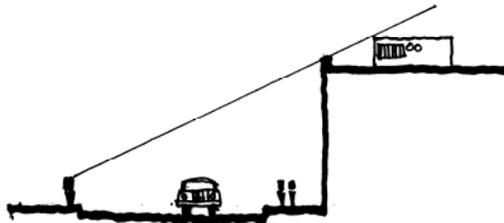
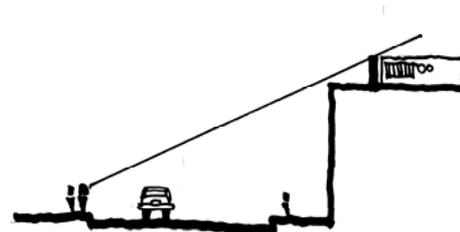


Figure 7b. Screening Rooftop Mechanicals with Screen.



2. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Stormwater\\_Detention\\_Policy.pdf](http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Stormwater_Detention_Policy.pdf)

3. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/water/pdf/water\\_policy.pdf](http://www.cityofevanston.org/departments/publicworks/water/pdf/water_policy.pdf)

## Figure 8. Examples of Parking Structures in Evanston.

### Figure 8a. Evanston Northwestern Hospital, 2650 Ridge.

The parking structure for this institutional use screens cars from view while using traditional design and materials that are compatible with the surrounding residential neighborhood. An arcaded walkway for pedestrians is an additional benefit.



Photo: City of Evanston

### Figure 8b. Church St Station, 1640 Maple.

This parking structure activates the streetscape through storefronts and landscaping at the ground level, with a rooftop garden for residents. The parking structure's design screens vehicles and headlights through proportional openings in relation to wall heights.



Photo: City of Evanston

### Figure 8c. Optima Horizons, 800 Elgin.

The parking structure for this residential use is articulated with different materials, colors, and planes while also screening vehicles from view. As an amenity, a pocket park with a water feature (center) and seating area (left) is provided.



Photo: City of Evanston



Photo: City of Evanston

### Figure 8d. 1711-1725 Sherman.

This 1920s downtown building was converted to provide parking above ground floor storefronts with access from the alley. The building's parking use is barely detectable from the public way because the original window openings and glass were retained.

### **9. Wireless Communication Antennas**

- a. The City seeks to minimize the proliferation of wireless communication antennas. Should an immediate need for new antennas be documented, antenna proposals will be considered. In order of decreasing preference, antennas should be located on:
  - (1) Roofs of tall buildings or municipal buildings/structures (e.g., water towers).
    - (a) Antennas and accessory equipment sheds should be placed inside the building. If such equipment must be placed on a roof, antennas and accessory equipment sheds should be set back from the sides of the building and screened so that views from the ground and from adjacent taller buildings are minimized.
  - (2) Existing towers (co-location).
    - (a) Existing towers should contain the maximum number of antennas before a new tower will be considered.
  - (3) New towers.
    - (a) Landscaping and screening devices should be provided to reduce the visual impact.

### **B. PARKING STRUCTURES**

1. Parking structures should be designed to:
  - a. Minimize the number of vehicle access and exit points crossing the pedestrian way.
  - b. Screen vehicles and headlights from views at the pedestrian level and adjacent properties. (Figures 8a-d)
  - c. Activate the entire length of the parking structure's street frontages. This is accomplished through:
    - (1) Design techniques for new construction listed in section III(A). (above)
    - (2) Provision of space for ground floor uses on all street frontages, especially at street corners. Examples include viable retail space or residential lobbies and other common elements. (Figure 8b) Refer to section III(C) (below) for ground floor use design guidelines.
  - d. Include landscaping along the parking structure. (Figures 8a-c) Refer to section IV(B) (below) for landscaping guidelines.
  - e. Have interior lighting that is not visible from the street.
  - f. Comply with the City's zoning ordinance and *Design Guidelines for Parking Lots and Garages*.<sup>4</sup>

4. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Lot\\_and\\_Garage\\_Design\\_Guidelines.pdf](http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Lot_and_Garage_Design_Guidelines.pdf).

**Figure 9. Examples of Pedestrian-Oriented and Auto-Oriented Storefronts in Evanston.**

**Figure 9a. Pedestrian-Oriented Storefronts.**

These photos exemplify pedestrian-oriented storefronts with recessed entries that are oriented to the street and use clear glass windows, which allow for visibility into the storefront (e.g., for passers-by to see merchandise) and for visibility outside of the storefront (e.g., eyes on the street).

**Northeast Corner of Chicago/Davis**



Photo: City of Evanston

**Northeast Corner of Central/Prairie**



Photo: City of Evanston

**1627-1629 Sherman**



Photo: City of Evanston

**Figure 9b. Auto-Oriented Storefronts.**

These auto-oriented storefronts use clear glass windows on street frontages, allowing for visibility into the storefront and for visibility outside of the storefront (e.g., eyes on the street).

**1128 Chicago**



Photo: City of Evanston

**430 Asbury**



Photo: City of Evanston

**1900 Dodge**



Photo: City of Evanston

## **C. GROUND FLOOR USES**

### **1. Retail/Services**

- a. Pedestrian-Oriented Storefronts (Figure 9a)
  - (1) The primary entrance should be:
    - (a) Oriented to the street.
    - (b) Recessed so that doors do not swing open onto the **public way**.
  - (2) Clear glass windows should be provided at the pedestrian level to allow for visibility into the ground floor use (e.g., for passers-by to see merchandise) and for visibility outside of the use (e.g., eyes on the street).
  - (3) New and renovated storefronts should relate to the building's **architectural style** and materials and complement other existing storefronts (e.g., design, signage, materials).
  - (4) Landscaping should be provided.
  - (5) Signage should comply with the guidelines in section III(D) (below) and the City's Sign Regulations.
- b. Auto-Oriented Storefronts (Figure 9b)
  - (1) Clear glass windows should be provided to allow for visibility into and out of the retail/service use.
  - (2) Landscaping should be provided.
  - (3) Signage should comply with the guidelines in section III(D) (below) and the City's Sign Regulations.

### **2. Sidewalk Cafes**

- a. Sidewalk cafes are encouraged where possible and should:
  - (1) Consist of furniture and delineating devices (e.g., ropes, landscaped planters) that are consistent with the building's design, materials, and **architectural style** and that are of an appropriate weight to resist wind.
  - (2) Comply with the City of Evanston's zoning ordinance requirements for sidewalk cafes.
- b. Sidewalk cafes should not:
  - (1) Block or obstruct pedestrian movement along the **public way**.
  - (2) Have furniture or delineating devices that are permanently attached to the **public way**.<sup>5</sup>

5. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/communitydevelopment/zoning/pdf/sidewalk\\_cafe\\_regulations.pdf](http://www.cityofevanston.org/departments/communitydevelopment/zoning/pdf/sidewalk_cafe_regulations.pdf)

**Figure 10. Examples of Commercial Signage in Evanston.**

**Figure 10a. Existing Buildings—Signage for Multiple Storefronts.**

The photos below show how awnings of the same style and color unify multiple storefronts in buildings with two street frontages.

**Southwest Corner of Main/Hinman**



Photo: City of Evanston

**Northwest Corner of Church/Sherman**



Photo: City of Evanston

**Figure 10b. New Buildings—Signage for Multiple Storefronts.**

The photo below shows how a sign band was incorporated into the design of a new building to unify multiple storefronts.

**Church Street Between Sherman and Orrington**



Photo: City of Evanston

**Figure 10c. Protective Awnings.**

The photo below is an example of a continuous protective awning along two street frontages with signage above it.

**Northeast Corner of Clark/Benson**



Photo: City of Evanston

### 3. Offices

- a. Offices at the ground floor level should conform to the design guidelines for retail/services in section III(C)(1) (above).
- b. For a medical office or another use requiring privacy, interior window coverings may be used.

### D. SIGNAGE

1. Signage should:
  - a. Exist for the purpose of identification (not advertising).
  - b. Be compatible with the building's **architectural style**.
    - (1) For buildings containing several storefronts, signs should visually relate to each other through a common element or theme (e.g., designated sign bands, awnings of the same color and size, etc.). (Figures 10a-b)
  - c. Comply with the City's Sign Regulations.
2. Signage height, size, and placement should not interfere with pedestrian or motorist sight lines (e.g., freestanding signs, window signs).
3. Where awnings are used, they should be functional, durable, maintained, and in character with the proportions and **architectural style** of the building. (Figure 10c) Continuous, uninterrupted awnings and other designs that obscure traditional or contemporary **architectural features** and prominent window openings are discouraged.
4. Residential signage also is subject to these guidelines and shall comply with the City's Sign Regulations. (Figure 11)

**Figure 11. Examples of Residential Signage in Evanston.**

**Optima Towers, 1580 Sherman**



Photo: City of Evanston

**Park Evanston, 1630 Chicago**



Photo: City of Evanston

**Optima Horizons, 800 Elgin**



Photo: City of Evanston

**Figure 12. Selected Adaptive Reuse Projects in Evanston.**

**Figure 12a. Residential Adaptive Reuse Projects**

**1830 Ridge (1997)**  
Former Warehouse



Photo: City of Evanston

**2142 Ashland (2000)**  
Former Dairy



Photo: City of Evanston

**2121 Payne/Dewey (2001 Phase I, 2004 Phase II)**  
Former Stamp Factory



Photo: City of Evanston

**Figure 12b. Mixed Use Adaptive Reuse Projects**

**Chandler Building at Davis/Sherman (1999)**  
Commercial/Office, Historic Landmark  
Former Chandler's Department Store



Photo: City of Evanston

**Evanston Galleria at Church/Sherman (2001)**  
Commercial/Residential, Historic Landmark  
Former Marshall Field's Department Store



Photo: City of Evanston

**E. ADAPTIVE REUSE OF BUILDINGS**

1. Numerous adaptive reuse projects have been and continue to be undertaken in Evanston (Figure 12), and the City encourages these types of projects. Adaptive reuse projects should:
  - a. Consider the compatibility of the new use with existing adjacent uses.
  - b. Provide landscaping per the guidelines in section IV(B) (below).
2. For additions, refer to the design guidelines for new construction and additions to existing buildings in section III(A) (above).
3. For ground floor uses, refer to the design guidelines for ground floor uses in section III(C) (above).

**F. GREEN / LEED BUILDINGS**

1. The City encourages green and LEED (Leadership in Energy and Environmental Design) certified rehabilitation and new construction projects.
  - a. Green retrofits to existing buildings, green rehabilitation/adaptive reuse, and green construction projects should include techniques for sustainability, including water efficiency, energy efficiency, using recycled and/or locally available materials, indoor air quality, and innovation in green design and materials. (Figure 13) Table 1 contains a list of green building characteristics (exterior and interior). The City acknowledges that this list is not exhaustive and that the field continues to evolve.
  - b. The City encourages project applicants to pursue LEED certification and defers to the US Green Building Council's LEED rating system requirements.<sup>6</sup> (Figure 14)

6. Additional information on LEED is available online from the US Green Buildings Council: <http://www.usgbc.org/>

**Table 1. Characteristics of Green Buildings (Exterior and Interior).<sup>7</sup>**

Energy	Water	Materials *	Indoor Air Quality
<p>Maximize natural daylight (e.g., site selection, window orientation and design)</p> <p>Use low-E insulated windows</p> <p>Have operable windows for natural ventilation</p> <p>Reflect heat away from the building through light-colored 'cool' roofs and green roofs/rooftop gardens</p> <p>Install overhangs on south-facing windows</p> <p>Install whole-house fans or ceiling fans</p> <p>Eliminate air-conditioning</p> <p>Provide energy efficient heating</p> <p>Install energy efficient lights</p> <p>Foam, caulk, and weatherstrip cracks and voids</p> <p>Install a tile, metal, or 40-year composition shingle roof</p> <p>Purchase Energy Star rated appliances</p> <p>Use trees and shrubs for shading, cooling, and wind protection</p> <p>Provide bicycle racks</p>	<p>Design water-efficient landscapes</p> <p>Install water-efficient / low-flow toilets and fixtures</p> <p>Use permeable paving materials</p> <p>Collect and reuse rainwater</p> <p>Purchase water conserving appliances (e.g., washing machines, dish washers)</p> <p>Install and maintain green roofs/rooftop gardens</p>	<p>Use 30-50% flyash in concrete</p> <p>Use engineered wood for headers, joists, and sheathing</p> <p>Use recycled content insulation, drywall, and carpet</p> <p>Use high quality 'total fill' insulation that fills the void in the walls (e.g., blown-in fiberglass, cellulose or foam)</p> <p>Use durable siding materials to eliminate rot and reduce the need for painting, and use deck materials that reduce the need for annual resealing</p> <p>Reuse existing buildings/structures wherever possible to minimize waste and keep landfills to a minimum while saving energy and materials.</p> <p><i>* In the case of landmark properties or properties located in local historic districts, some of these materials may not be appropriate. Consult the City's Preservation Coordinator at (847) 866-2928.</i></p>	<p>Use low- or no-VOC paint</p> <p>Use formaldehyde-free or fully sealed materials for cabinets and countertops</p> <p>Vent range hoods to the outside</p> <p>Install carbon monoxide detector</p> <p>Install hard surface flooring (wood, cork, concrete, tile) and avoid carpet</p>

7. Global Green USA, Top 20 No or Low-Cost Green Building Strategies. <http://www.globalgreen.org/programs/20ways.html>  
 Green Affordable Housing Coalition, Top 15 Green Building Ideas. <http://www.frontierassoc.net/greenaffordablehousing/FactSheets/GAHCfactsheets/12-GreenIdeas.pdf>

**Figure 13. Case Study of a Green Residential Building in Evanston: Adaptive Reuse of 1800 Ridge (Approved 2005).**

Approved in 2005, this green adaptive reuse project will convert a building that was originally constructed as an automobile dealership, with other uses since then, to a residential use with a modest addition. Green characteristics include:

- Reusing the building instead of tearing it down (saves energy and reduces waste to landfills);
- Permeable pavers for storm water reduction;
- Sun shading devices that allow heat gain during winter and protect from summer sun;
- Partial green roof systems, landscaped terraces on every floor, and a 'green screen' on the south façade (shown below);
- Low VOC and renewable material use in the interiors such as bamboo flooring and recycled content carpeting;
- Energy Star rated appliances; and
- Natural lighting and views.

In addition to these green features, other aspects of this adaptive reuse project are commended, such as keeping the large window openings in the original building, providing recessed balconies, preserving existing mature trees, and enhancing landscaping.



Rendering Courtesy of Norsman Architects, Ltd.

### Figure 14. Case Study of Evanston's First LEED Building: Ford Motor Company Engineering Design Center at Northwestern University, 2133 Sheridan.

Dedicated on October 6, 2005, the six-story 84,000 square foot Ford Motor Company Engineering Design Center became the first LEED building on Northwestern University's campus and in Evanston. Northwestern University sought input on the design and function from a team of experts, including representatives from the Rocky Mountain Institute in Colorado and the Garden Club of Evanston, which maintains the Shakespeare Garden, a local and National Register landmark located to the east of the new building.

Extensive use of glass allows for natural daylight throughout 75% of the interior, which is remarkable since two stories are underground (Figure 14a). In addition, shades automatically close in areas experiencing direct sunlight and automatically open in areas not experiencing full sun. Other features include an innovative raised floor system (increases energy efficiency through better temperature control), innovative materials, a light-reflective roof to reduce the heat island effect, and grade-level exterior lights that reduce light pollution. Retention beneath the building is used to irrigate landscaping, including the landmark Shakespeare Garden (Figure 14b).

The \$30 million building was funded through a \$10 million donation from Ford Motor Company, other corporate donations, and University funds. Northwestern University has since implemented new policies to further its commitment to environmental sustainability, including using the LEED rating system as the standard for design and construction of new buildings.

Sources: Northwestern University NewsCenter, 9/12/2005, New Engineering Building Designed to be Green by M. Fellman, <http://www.northwestern.edu/newscenter/stories/2005/09/mccormick.htm> and Northwestern University, Observer Online, 11/18/2004, Energy Policy Aims for Conservation, Sustainability, <http://www.northwestern.edu/observer/issues/2004-11-18/energy.html>.

**Figure 14a. Front (West) Elevation Showing How Underground Levels Receive Natural Daylight**



Photo: City of Evanston

**Figure 14b. View Looking Northwest Including Shakespeare Garden (Local and National Register Landmark)**

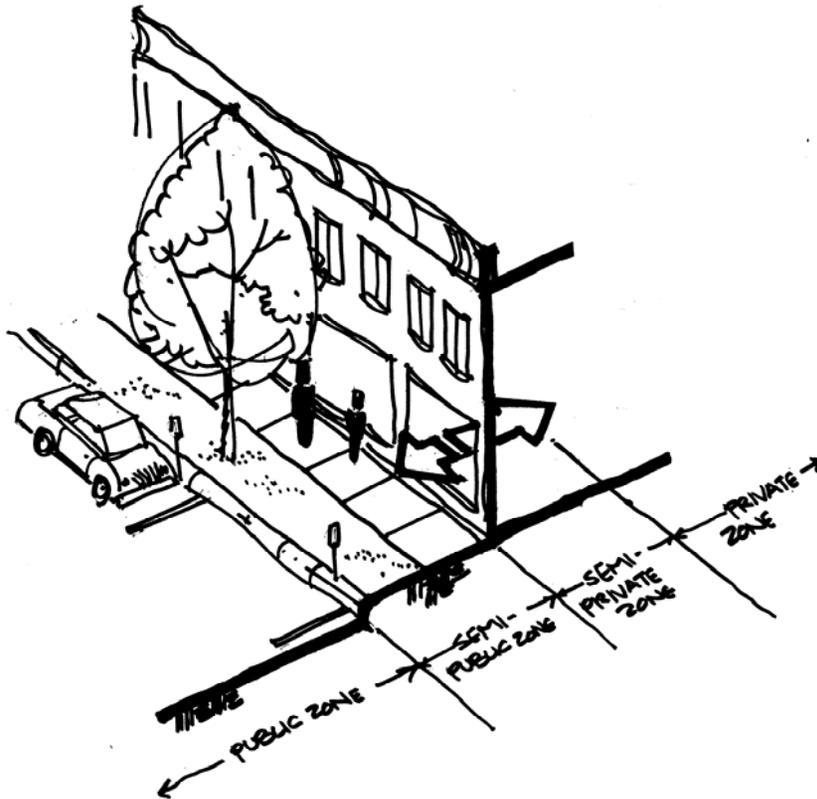


Photo: City of Evanston

## **IV. Guidelines for Site Planning**

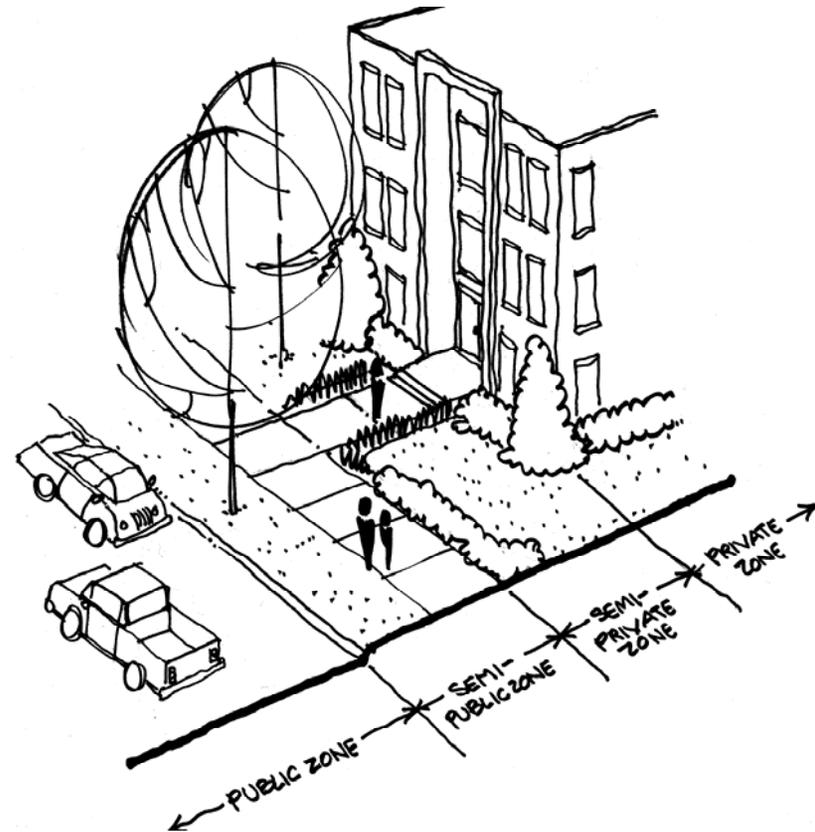
**Figure 15a. Non-Residential Streetscape Zones.**

In many non-residential or mixed-use streetscapes, the semi-public zone is the distance into the building that a person can see from the public or semi-public zone. Close proximity to the public way allows for pedestrians to window-shop and easily enter a ground floor use, while persons inside provide watchful eyes on the street.



**Figure 15b. Residential Streetscape Zones.**

In many residential streetscapes, the semi-private zone is the front yard, which allows for the provision of open space and landscaping. The building edge marks the beginning of the private zone where residents live.



## **A. BUILDING LOCATION**

1. The location of a building on a site should allow for the:
  - a. Efficient provision of public and quasi-public services, including but not limited to, emergency, refuse removal, recycling, electric, gas, telecommunications, and other **utilities**.
  - b. Provision of landscaping per the guidelines in section IV(B) (below).
2. The location of a building on a site should consider impacts to:
  - a. Surrounding properties, including:
    - (1) Light and shadows during all seasons.
    - (2) Existing mature trees on the site, near the property line, and on adjacent properties.
  - b. Streetwalls
    - (1) In the event a building's setback must deviate from an established relationship within a block, the applicant should propose other devices to maintain continuity with the established zones.
    - (2) Where tall buildings exist across the street from a site, reducing the proposed building's **mass** and providing setbacks for landscaping are encouraged to prevent a 'canyonization' feel at the pedestrian level.
      - (a) Setbacks should not create areas for persons to hide or for litter to accumulate.
  - c. Streetscapes
    - (1) Along a block, a similar relationship between existing buildings and the right-of-way establishes a pattern of similarly spaced public zones, semi-public zones, semi-private zones, and private zones. **Streetscapes** include each of these zones in some form or another. (Figures 15a-b)
      - (a) The City has adopted **streetscape** designs with specialized hardscapes, street furniture, and landscaping for its downtown and segments of Chicago Avenue and Howard Street. Projects located within these areas shall conform to these designs.

**Figure 16. Examples of Landscaping in Evanston.**

**Figure 16a. Non-Residential Landscaping.**

**Institution**  
**Evanston Northwestern Hospital, 2650 Ridge**



*Photo: City of Evanston*

**Pedestrian-Oriented Retail**  
**Northeast Corner, Chicago/Davis**



*Photo: City of Evanston*

**Auto-Oriented Retail**  
**Target, 2209 Howard**



*Photo: City of Evanston*

**Figure 16b. Multi-Family Residential Landscaping.**

**1630 Chicago**



*Photo: City of Evanston*

**1415 Sherman**



*Photo: City of Evanston*

**1930 Ridge**



*Photo: City of Evanston*

**B. LANDSCAPING**

1. Landscaping should be provided for new construction, ground floor uses, adaptive reuse, and other uses as noted in these guidelines. (Figures 16 and 17)
2. Landscape plans should show the location, size, spacing, and species (scientific and common name) of all proposed on-site landscaping, including existing landscaping. During the landscape planning process, the applicant should:
  - a. Make a reasonable effort to preserve existing trees that measure larger than 6 inches in diameter. The species, general health, and size of the tree canopy and root system should be considered.
  - b. Consider the impacts of landscaping height on pedestrian/motorist visibility and security/surveillance.
3. Landscape maintenance plans ensure that landscaping will be maintained in perpetuity and should include:
  - a. Provisions for access to water (e.g., automated sprinkler system, hose bib), weeding, mulching, fertilizing and other means of maintaining landscaping.
  - b. Provisions for removing litter, debris, or other garbage that collects within the landscaping, regardless of the source.
  - c. A statement that the applicant, owner of record, or other person with controlling interest in the property will replace any dead, dying, or diseased landscape material within 30 days of notification by the City of Evanston, or the applicant may replace the landscape material within the first 30 days of the earliest available planting season if the original 30-day notification period is during a season that is inappropriate for the installation of new plant material.

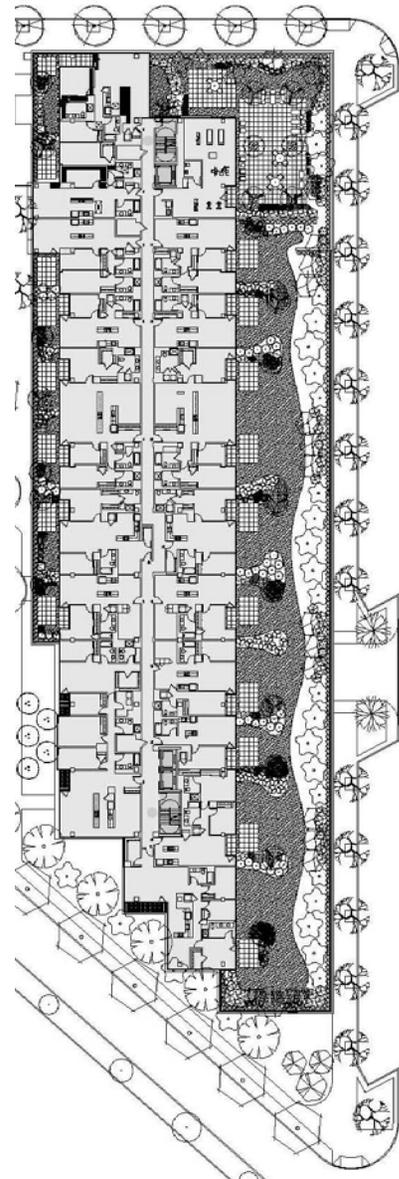
Figure 17a. Case Study of Multi-Family Residential Landscaping: Optima Horizons, 800 Elgin.

**Fifth Level Landscape Plan and Plant Legend.**

The photo (below) shows landscaping as proposed in the landscape plan (middle). The plant legend (right) lists the species of ornamental trees, shrubs, and groundcover/perennials indicated on the landscape plan.



Site Plan and Plant Legend Courtesy of Optima, Inc. Photo: City of Evanston.



Plant Legend

PLANT SYM.	BOTANICAL NAME	CONDITION
<b>ORNAMENTAL TREES</b>		
	<i>Alnus glutinosa</i> Common Alder	B&B
	<i>Amelanchier x grandiflora</i> "Autumn Brilliance" Autumn Brilliance Apple Serviceberry	B&B
	<i>Cornus mas</i> "Golden Glory" Golden Glory Cornelian Cherry Dogwood	B&B
	<i>Crataegus crus-galli</i> Thornless Hawthorn	B&B
<b>SHRUBS</b>		
	<i>Aronia arbutifolia</i> "Brilliantissima" Red Chokeberry	B&B
	<i>Cornus alba</i> "Bicolor" Tatarian Dogwood	B&B
	<i>Viburnum dentatum</i> "Symmetvick" Chicago Lustre Arrowwood Viburnum	B&B
	<i>Hypericum prostratum</i> Shrubby St. Johnswort	B&B
	<i>Taxus x media</i> Brewer's Needle Spine	B&B
	<i>Syringa patula</i> "Miss Kim" Miss Kim Lilac	B&B
<b>GROUNDCOVERS / PERENNIALS</b>		
	<i>Acorus calamus</i> "Variegatus" Variegated Sweet Flag	
	<i>Echinacea purpurea</i> "Magna" Magnus Purple Coneflower	
	<i>Eucryphia foetida</i> "Calceolaria" Purple Lace Wintercreeper	
	<i>Hemerocallis</i> "Little Gumpet" Little Gumpet Daylily	
	<i>Liriope spicata</i> Creeping Lilyturf	
	<i>Nepeta x faassenii</i> "Blue Wonder" Blue Wonder Hybrid Nepeta	
	<i>Parthenocissus tricuspidata</i> Boston Ivy	
	<i>Sedum</i> "Autumn Joy" Autumn Joy Sedum	



### Figure 18. Examples of Screening Parking Areas with Landscaping in Evanston.

#### Figure 18a. Non-Residential Parking Lot: Garrett Seminary, 2121 Sheridan.

This parking lot is screened from the front and side with landscaping. Cars are not visible from the front (top photo), and only the tops of tall cars are visible from the side (bottom photo). The boundary between this parking lot and an adjacent Northwestern University lot also is landscaped with a mix of low shrubs and trees.



Photo: City of Evanston



Photo: City of Evanston

#### Figure 18b. Municipal Parking Lot Adjacent to 817 Hinman.

This parking lot is screened by a hedge so that only the tops of tall cars are visible from the street. A garden with low plantings on the Hinman street frontage is an amenity.



Photo: City of Evanston

## 1. LANDSCAPING REQUIREMENTS FOR PARKING LOTS

- a. Landscaping and other screening devices should be provided for parking lots to:
  - (1) Minimize the visual impact of parking lots from the **public way** without compromising sight lines or security. (Figure 18)
  - (2) Reduce the visual and environmental impacts associated with large expanses of pavement.
- b. For parking lots containing **more than 10 spaces and less than 60 spaces**:
  - (1) **Single-loaded parking aisles** should begin and end with a curbed planting bed approximately equal in size to one parking space.
  - (2) **Double-loaded parking aisles** should begin and end with two curbed planting beds, each of which is approximately equal in size to one parking space.
  - (3) Each planting bed should contain at least one canopy tree and shrubs located generally along its periphery.
- c. For parking lots containing **between 60 and 100 parking spaces**:
  - (1) Providing a curbed planting bed approximately equal in size to one parking space such that **no more than 15 parking spaces** are side-by-side. Each planting bed should contain at least one canopy tree and shrubs located generally along its periphery.
  - (2) Dividing entire rows of facing parking spaces with a curbed planting bed at least 5 feet wide, measured back-of-curb to back-of-curb. Each planting bed of this configuration should contain at least one canopy tree every 20 feet and shrubs located generally along its periphery.
- d. For parking lots containing **more than 100 parking spaces**:
  - (1) Long rows of parking spaces should be broken up by using one of the following approaches:
    - (a) Providing a curbed planting bed approximately equal in size to one parking space such that **no more than 20 parking spaces** are side-by-side. Each planting bed of this configuration should contain at least one canopy tree and shrubs located generally along its periphery.
    - (b) Dividing entire rows of facing parking spaces with a curbed planting bed at least 3 feet wide, measured back-of-curb to back-of-curb. Each planting bed of this configuration should contain at least one canopy tree every 20 feet and shrubs located generally along its periphery.
- e. Parking lots should comply with the City's zoning ordinance and the City's Design Guidelines for Parking Lots and Garages.<sup>8</sup>

8. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Lot\\_and\\_Garage\\_Design\\_Guidelines.pdf](http://www.cityofevanston.org/departments/publicworks/pdf/transportation/Lot_and_Garage_Design_Guidelines.pdf).

**Figure 19. Case Study of Circulation and Drive-Thru: Starbucks Coffee, 3330 Central.**

The site plan (below) for this Starbucks shows that the drive-thru aisle has been designed for queuing of up to nine standard-sized vehicles before parking lot traffic, street traffic, and pedestrian traffic are impacted. In addition, the site plan shows landscaping and screening for the adjacent residential use (e.g., board-on-board fence) (top photo). Also worth noting is the provision of an awning at the drive-thru window for protection from the weather (bottom photo).

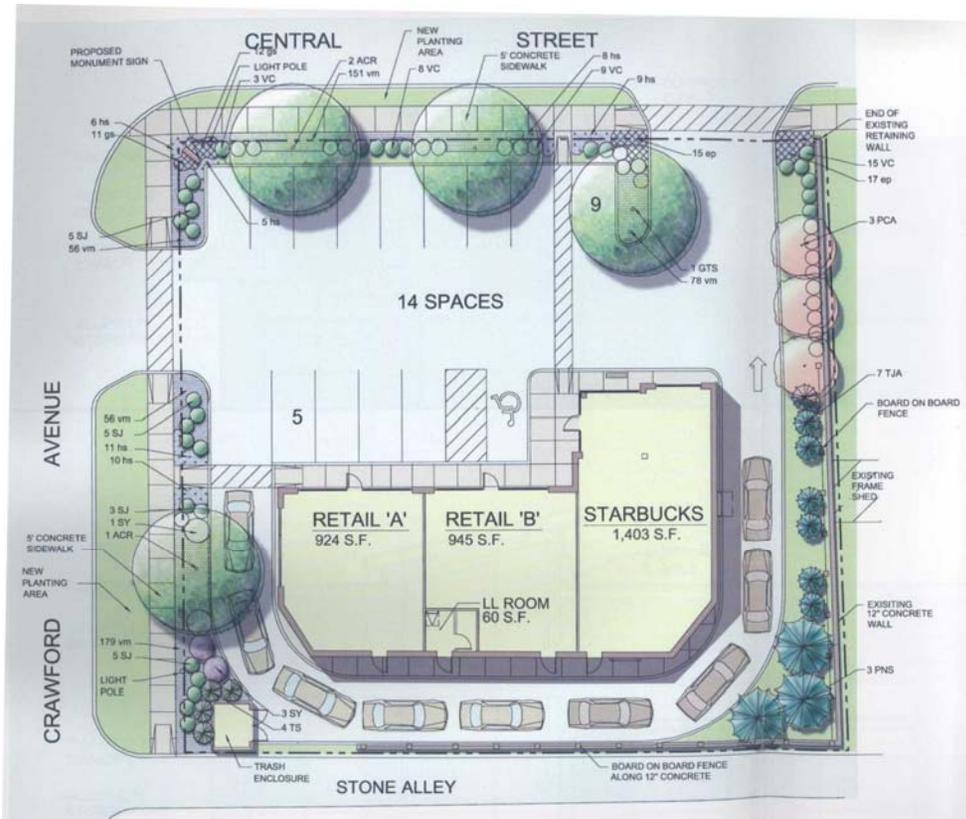


Photo: City of Evanston



Photo: City of Evanston

### **C. CIRCULATION**

1. Buildings should be sited to allow for safe and efficient pedestrian, bicycle, and vehicular movement within, in and out of, and around the proposed project. This should be based on existing and planned conditions within the area and on reasonable expectations about the number of pedestrian, bicycle, and vehicular trips generated by the proposed project.
  - a. Traffic impact/circulation studies are required for **planned developments** and may be required for other projects as determined by the City's Department of Public Works.
2. The internal pedestrian, bicycle, and vehicular circulation systems should be designed to:
  - a. Be compatible with and connected to existing public circulation systems for all modes.
  - b. Give strong visual clues as to where to ride bicycles, operate vehicles, and walk.
  - c. Accommodate delivery vehicles.
3. The number and width of curb cuts should comply with the City's code and the Department of Public Works Driveway Regulations.<sup>9</sup>
  - a. Elimination of existing curb cuts is encouraged.
  - b. Should a need for new curb cuts be documented, they should be located as far as possible from street intersections.
4. Bicycle racks should be:
  - a. Provided at locations that consider safety, security, weather, accessibility, and visibility.
  - b. Sensitive to the design of the building and adjacent **streetscape**.
5. Drive-thru facilities:
  - a. Drive-thru aisles should be designed to:
    - (1) Minimize impacts to pedestrians and motorists on sidewalks and streets. In most instances, drive-thru facilities should be located behind or along side of principal buildings.
    - (2) Screen adverse visual impact on adjacent properties, especially residential properties. Screening devices, including landscaping, should not impact sight lines for pedestrians and motorists or impact security/surveillance.
    - (3) Be long enough to allow for a reasonable amount of on-site queuing in the access aisle, rather than in the parking lot and/or on the street. (Figure 19)

9. Available online from the City of Evanston at: [http://www.cityofevanston.org/departments/publicworks/pdf/driveway\\_regulations.pdf](http://www.cityofevanston.org/departments/publicworks/pdf/driveway_regulations.pdf)

**Figure 20. Examples of Public Art in Evanston.**

**Figure 20a. Evanston Art Center/Lighthouse, 2601 Sheridan.**  
The metal sculpture occupies a prominent yet appropriate space in the front yard of this property. It is visually stimulating, accessible to the public, and composed of durable, low-maintenance materials.



*Photo: City of Evanston*

**Figure 20b. Oldberg Park, Corner of Clark/Sherman.**  
Debra Butterfield’s Duna sculpture occupies a prominent location in this downtown park. It is of human scale, easily accessible to and visible by the public, and made of cast bronze meant to emulate driftwood.



*Photo Courtesy of Laura Saviano, Evanston Public Art Committee*



*Photo: City of Evanston*

**Figure 20c. Evanston Public Library, 1703 Orrington.**  
The stainless steel sculptures (“Bookends”) by famous Chicago sculptor Richard Hunt occupy prominent locations on the west elevation of the building. The pieces were specifically designed for this location, located on the most visually accessible elevation of the building, and composed of no-maintenance material.

- b. Drive-thru windows should have an awning, canopy, or other similar device for protection from weather. Such devices should reflect the **architectural style** of the building.
- c. Signage should comply with the City of Evanston's zoning ordinance requirements for signage and the design guidelines in section III(D) (above).

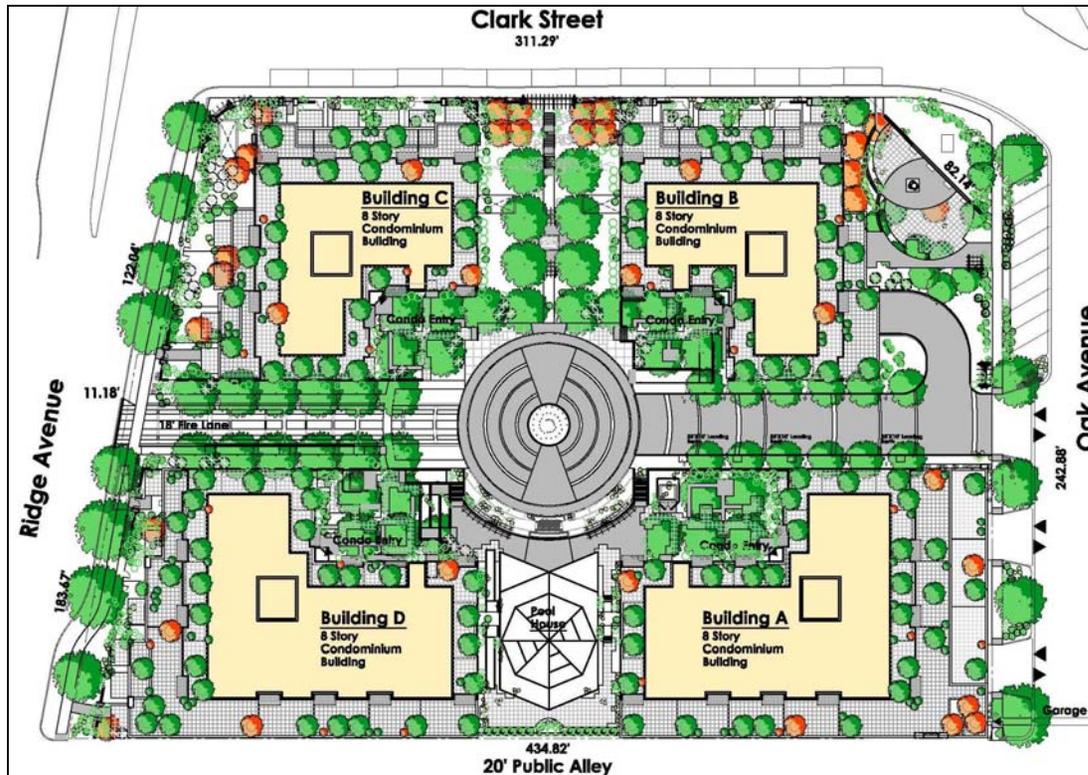
#### **D. PUBLIC ART**

**Public art**, historically, has proven a significant and valuable contributor to public welfare, education and enjoyment. Evanston has developed a rich repository of **public art** that includes a variety of disciplines, styles, and periods (Figure 20). The inclusion of **public art** in public spaces and within private developments can be an important aspect of a project, can make a significant contribution to the quality of Evanston's built environment, and may be considered a public benefit in the evaluation of any **planned development** (Figure 21). Consequently, the planning for, funding of, and inclusion of **public art in planned developments** is encouraged. **Public art** should:

1. Be the result of early inclusion in the design process, and significant interaction between the artist, developer, architect, engineer, and appropriate city staff and commissions/committees.
2. Be of the highest artistic quality.
3. Be visually stimulating.
4. Be imaginative, reflective of the innovative energies and creative values of the Evanston community and/or the particular **planned development**.
5. Be a permanent display, meeting high standards of durability and construction integrity.
6. Require little if any maintenance. Any maintenance must be provided by the property owner(s) and be subject to City review.
7. Be visually and, preferably, physically accessible by the public.
8. Be located in such a manner as to be an integral component of the project's design, coordinate with and compliment city **streetscape** goals, and not conflict with the basic pedestrian or vehicular circulation of the development, or adjacent public or private spaces.

**Figure 21. Case Study of Space for Public Art in an Evanston Planned Development: Sienna Condominiums, 1100 Clark/1719 Ridge.**

As a public benefit of this planned development, the site plan (below) and excerpt from the planned development ordinance (right) show that an entire corner (northeast corner, Clark and Oak) has been devoted to a plaza that will include a public art piece (to be determined). The early inclusion of public art in the design of these projects increases the likelihood that the installations will be integral elements of the project's design and the adjacent streetscape. Such practices, particularly at dense urban intersections, constitute a beneficial and attractive refuge from the built environment.



Site Plan Courtesy of Roszak/ADC.

**City of Evanston Ordinance 5-O-04  
An Ordinance Granting a Special Use for a  
Planned Development in the O1 Office Zoning District  
at 1100 Clark/1719 Ridge Avenue  
Adopted 1-12-04**

**Section 6**

(g) The Applicant shall install landscaping in the public right of way just beyond the northeast corner of the subject property in order to create the corner art plaza indicated in the landscape drawings of the Development Plan, including the installation of an arbor at the corner of Clark Street and Oak Avenue, special pavers and landscape plantings, all as described in the Development Plan. The Applicant agrees and commits to bind the Applicant's successors in title to the subject property to granting licenses for the installation of outdoor sculpture or art installations in the corner art plaza and to maintaining the corner art plaza in accordance with the Development Plan, with open access from abutting streets; provided, that the Applicant and the Applicant's successors in title to the subject property shall have the right to adopt reasonable rules and regulations affecting the portion of the corner art plaza that is part of the subject property for the purpose of preventing the acquisition of rights in the public (in the nature of adverse possession) and for the purpose of maintaining a safe and healthy environment for the benefit and enjoyment of the users of such corner art plaza. The Applicant and the Applicant's successors in title to the subject property shall at all times have the sole right to determine the nature of the art work that is displayed in the corner art plaza, to allocate the costs of installation, insurance and removal to the owner of the art work, but neither the Applicant nor the Applicant's successors in title shall charge any rental or license fee to any party granted the right to display art in the corner art plaza (or receive any payment as a substitute for such charges). The commitment to enter into licenses without financial gain in order to encourage the outdoor display of public art shall be contained in the Declaration of Condominium for the subject property and not be subject to amendment without prior consent of the City.

**V. GLOSSARY**

APPEARANCE	The visible aspect or view of a building.
ARCHITECTURAL FEATURES	Recesses, projections, wall insets, arcades, fenestration, doors, window display areas, awnings, canopies, balconies, window projections, signage, light fixtures, ornamentation, landscape elements, or other elements that complement the architectural character of a building.
ARCHITECTURAL STYLE	The architectural features, massing, proportion, and/or rhythm of a building and which reflect a particular period of architectural design.
ARTICULATE	To break up the mass of a building in order to better respond to nearby structures on a smaller scale and/or to emphasize a particular architectural feature.
CONTEXT	Buildings and landscaping surrounding a site and contributing to a view.
CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)	Strategies for crime prevention through environmental design include natural surveillance (e.g., clear glass windows that allow for unobstructed views to the street), natural access control (e.g., low shrubs beneath windows to prevent intrusion), and territorial reinforcement (e.g., maintain landscaping and premises to indicate active presence). Sources for additional information: C. Ray Jeffery, 1971, <i>Crime Prevention Through Environmental Design</i> . Oscar Newman, 1972, <i>Defensible Space: Crime Prevention through Urban Design</i> . Tim Crowe, 2000, <i>Crime Prevention Through Environmental Design, Second Edition</i> .
FENESTRATION	Window openings that articulate the architectural character or style of a building by their design, location, size, and number.
MASS	The shape, size, height, and volume of a building.
PLANNED DEVELOPMENT	The City of Evanston's zoning ordinance defines planned developments as a type of special use that is intended to encourage the efficient use of land and resources, to promote greater efficiency in public and utility services and to encourage innovation in the planning and building of all types of development.
PUBLIC ART	Public art includes sculpture, street furniture, screens, paintings, murals, brickwork and paving, video installations, fabrics and furnishings, and other works of art that can be seen on the street, in parks and gardens, and inside buildings.
PUBLIC WAY	Any right-of-way (e.g., sidewalk, street, alley).

SCALE	The relationship between the size and parts of a building to one another and to surrounding buildings.
STREETSCAPE	The scene along a public way, as well as the activities within the scene, composed of buildings, architectural features, landscaping, and street hardware. Street hardware is defined as objects other than buildings and landscaping located within the public and semi-public zones, including, but not limited to, lamp posts, utility poles, traffic lights and control boxes, traffic signs, street furniture, litter containers, newspaper containers, planting containers, bicycle parking facilities, mail boxes, and fire hydrants.
UTILITIES	A building or portion thereof used for providing, monitoring, and housing utilities for public consumption or use pertaining to water, sewer, gas, public works facilities, and other uses similar in nature and impact.