

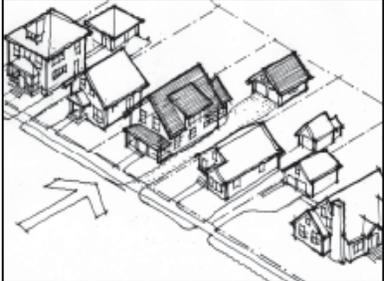
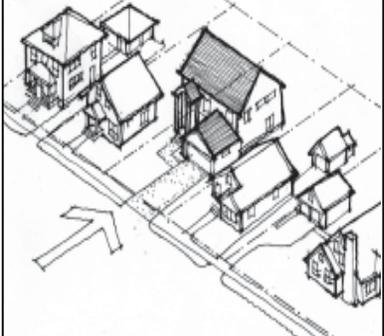
Appendix 7-A

Design Guidelines and Checklist
City of DeKalb, IL

Instructions: A minimum score of 75% is required in each of the Guideline Categories for project approval. Any individual criteria which is not applicable to a particular project will not be included in the scoring process.

Applicant Name: _____

Address of Project: _____

GUIDELINE #1 - STREETSCAPE RHYTHM: New infill construction should attempt to maintain the existing overall pattern and rhythm of the streetscape. The following characteristics define how well the building will meet this rhythm:	Maximum Points	Applicant	CD Director or Designee	Landmark Commission	EXAMPLES
<p>1.1. Massing and Scale: The massing and scale of new buildings should follow the predominant pattern of the neighborhood. The scale and volume of the new building should respect its neighbors and not overwhelm them or stand out due to inappropriate size. If the infill building is larger than those nearby, consider adjusting the massing to allow large roof forms to be articulated and broken down into smaller well-scaled components.</p>	10				
<p>1.2. Setbacks: The new building should follow the predominant street setback and side yard setbacks of existing properties on the street and adjacent properties.</p>	5				
<p>1.3. Building Height: The new building should be similar in height to the houses on the street. Consideration should be given to the height of the building at both the eaves of the roof and at the ridge of the roof.</p>	10				<p>Appropriate infill: New house maintains overall massing rhythm, side yard spacing and aligns with predominant street setback.</p>
<p>1.4. Floor Elevations: The new building should emulate the predominant levels of floor elevations on the street.</p>	5				
<p>1.5. Public – Private Transitions: Some neighborhoods have very specific patterns of transition from the public street to the private interior of the home. Porches and stoops are part of the pattern and create a transition from a semi-private porch to the private zone of the interior. The new building should honor the pattern on their street for open porches, covered stoops, or other forms that may be predominant on the street.</p>	10				
<p align="right">Guideline #1 Total:</p>	40				<p>Inappropriate Infill: New house is more massive, disrupts rhythm along street and does not follow existing alignment.</p>
<p align="right">Guideline #1 Minimum Points Required:</p>	30				

GUIDELINE #2 - SITE DEVELOPMENT: Lot coverage and placement of the house and garage shall be consistent with predominant successful patterns in the neighborhood and shall conform to the other Design Guidelines outlined herein. In addition, site development should maintain existing trees, provide opportunities for new landscaping, and not overwhelm a site.	Maximum Points	Applicant	CD Director or Designee	Landmark Commission	EXAMPLES
2.1. Lot Coverage: The Unified Development Ordinance (UDO) may allow a larger square footage than is compatible with criteria 1.1. If the footprint size of the homes in the neighborhood is less than the maximum area allowed in the UDO, the lesser square footage shall be followed.	10				 <p>Appropriate: Recessed garages is downplayed, emphasizing house at street front</p>
2.2. Placement on Corner Lots: Set backs on corner lots shall respect and utilize the rhythm on both streets. Placement of garages and accessory structures and use of landscaping for corner lots is of particular importance.	5				
2.3. Garage Location: Location of the garage and driveway shall follow the predominant patterns of the street. Houses located on alleys should have drives and garages sited at the back of the house.	10				 <p>Inappropriate: Garage-dominated "snout" house.</p>
2.4. Preserve Significant Trees: The size, location and type of trees of 6" caliper or larger shall be indicated on a site plan. The placement and design of the house should take into account the tree canopy, root zone and site grading to avoid disturbing top soil. Trees on adjacent properties shall also be included in the evaluation for potential disturbance due to construction operations.	10				
2.5. New Landscaping: Infill housing typically occurs on streets with mature trees and landscaping. The use of new trees, shrubs and planting areas shall be included in the building design process and be considered part of the overall streetscape and "good neighbor" criteria.	5				
<p style="text-align: right;">Guideline #2 Total:</p>	40				
<p style="text-align: right;">Guideline #2 Minimum Points Required:</p>	30				

GUIDELINE #3 - ARCHITECTURAL DETAIL: Use architectural detail to create visual interest and support the best architectural patterns of the neighborhood.	Maximum Points	Applicant	CD Director or Designee	Landmark Commission	EXAMPLES
3.1. Entry Features or Front Porches: Porch and entry feature details shall be consistent with street elevation character rather than mimic backyard deck construction.	10				<div data-bbox="1570 337 1969 691" data-label="Image"> </div> <p data-bbox="1562 704 1976 760">Appropriate: Details are consistent on all sides</p> <div data-bbox="1562 979 1961 1300" data-label="Image"> </div> <p data-bbox="1562 1312 1976 1398">Inappropriate: Details and material use are not consistent.</p>
3.2. Façade Scale and Character: The façade shall create visual interest, human scale and reflect good elements of the surrounding neighborhood. Doors, windows, and roof elements shall be proportional to the façade. Use of bay windows, gables and other roof variation can be used to avoid large blank walls or monolithic roofs. The size, proportion, and type of windows should be consistent with the predominant pattern of windows on the street.	10				
3.3. Architectural Detail/ Appropriate Materials: Façade details such as window and door trim, corner boards, frieze and fascia boards, columns and brackets can go a long way to creating character and a sense of authenticity. Material selection shall also be consistent with the size, scale and style of neighboring structures.	10				
3.4. Utilize Four-sided Architecture: The character and detail of the façade shall be consistent on all sides of the house, and recognize that all sides are visible and affect the character of the street. Window size and proportion, use of materials and detailing should be consistent on four sides and work to create an authentic presence on the street. Roof forms, windows styles, siding and detailing all are elements of four-sided architecture.	10				
3.5. Garage Design: Style, mass and use of detail for the garage shall be consistent with the character of the main structure. Dormers, windows or gables shall be used to break up large roofs or walls. Single doors are preferable to double doors. Avoid using standard "one-style-fits-all" garage packages for detached garages. Attached garages with second floors should avoid monolithic, two-story appearance by using gables, dormers or partially recessed rooflines at the second floor to avoid the appearance of a large box.	10				
<p style="text-align: right;">Guideline #3 Total:</p>	50				
<p style="text-align: right;">Guideline #3 Minimum Points Required:</p>	38				

GUIDELINE #4 - GOOD NEIGHBOR POLICIES: New infill projects should be designed to be a "good neighbor" to adjacent properties and the surrounding neighborhood. In addition to visual design compatibility, other considerations should be addressed, including maintaining privacy and access to views, light and air.	Maximum Points	Applicant	CD Director or Designee	Landmark Commission	EXAMPLES
4.1. Obstruction: Locate taller portions of buildings to minimize obstruction of sunlight to adjacent yards and rooms.	5				
4.2. View: Consider neighbor's views in placement and size of new building elements.	5				
4.3. Privacy: Windows, balconies and decks should be located to respect privacy of neighboring properties. Consider using landscape elements and fences to buffer views and maintain privacy.	5				
4.4. Exterior Lighting: Minimize the impact of exterior lighting on adjacent properties. Use recessed down light fixtures or shields. Avoid floodlights and non-shielded point source lights. Use motion sensors and timers to control fixtures. (see 10.05 of the UDO)	5				
4.5. Fencing: Fencing design, material and height should be consistent with the principle building(s) on the subject and adjacent properties.	5				
<p style="text-align: right;">Guideline #4 Total:</p>	25				
<p style="text-align: right;">Guideline #4 Minimum Points Required:</p>	19				

GUIDELINE #5 - PROXIMITY TO LANDMARKS: New construction located adjacent to or near a designated historic structure or district shall be respectful of such designation. This guideline shall only be considered part of the checklist if applicable.	Maximum Points	Applicant	CD Director or Designee	Landmark Commission	EXAMPLES
5.1. Preserve Quality: The quality of nearby landmarks or historic districts shall be preserved by avoiding excessively similar or dissimilar newly constructed buildings that detract from a landmark or district's character.	10				
5.2. Obstruction: Landmarks should not be dwarfed or obstructed from view by nearby buildings.	10				
5.3. Recommendation: The recommendation(s) of the Landmarks Commission have been met.	10				
Guideline #5 Total:	30				
Guideline #5 Minimum Points Required:	23				

Total Maximum Points	185			
Required Minimum Scores:				
Guideline #1:	30			
Guideline #2:	30			
Guideline #3:	38			
Guideline #4:	19			
Guideline #5:	23			