



## ARCHITECTURAL COMMISSION STAFF REPORT

**To:** Jeanne Sylvester, Chair  
Architectural Commission Members

**From:** Tim Verbeke, Senior Planner

**Subject:** 440 Robert Parker Coffin Road  
Addresses: 444/440/438/434/432 Robert Parker Coffin Road

**Requests:** Commercial Building Alterations – B1 Historic Downtown

**Public Meeting Date:** February 26, 2024

**Attachments:** 1. Petitioner's Application  
2. Location Map  
3. Applicable Downtown Design Standards

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**PETITIONER** Ryan Messner  
On Behalf of 440 RPC LLC  
440 Robert Parker Coffin Road  
Long Grove, IL 60047

### REQUEST

Review and approval of alterations proposed for the non-residential structure at 440 Robert Parker Coffin Road. The scope of the project includes replacement of the siding for the entire building which encompasses addresses 444/440/438/434/432 Robert Parker Coffin Road.

### HISTORY

Amers Gallery most recently occupied 432 Robert Parker Coffin Road. This shop specialized in framed original oil paintings and mirrors, distinctive array of home accessories and select furniture pieces.

The Irish Boutique is still occupying the property at 434 Robert Parker Coffin Road. This is an Irish & Celtic import stores. Items on sale include hand crafted jewelry, sweaters, crystal, pottery, Guinness barware/clothing, baby & kid's clothing/gifts and more. There is a large selection of imported grocery items from Ireland and UK.

Viking Treasures most recently occupied 438 Robert Parker Coffin Road. This shop was a "treasure trove" of Scandinavian Gifts and Viking products from Norway, Sweden, Denmark, Iceland, and Finland.

Amberland Artisans most recently occupied 440 Robert Parker Coffin Road. Amberland refers to the Baltic countries, and besides Latvian-style silver or gold jewelry (some with amber) were made in a workshop on the premises or imported. There was always an array of home accessories including, hand-loomed wool blankets and flax table linens from Latvia, ceramics made by local Baltic artisans and decorative leather boxes.

The space at 444 Robert Parker Coffin Road is currently being used as a community theater run by the Long Grove Parks District.

### **PROPOSED PROJECT**

- All existing wood and stucco will be removed from the entire building. New gray Hardie Plank siding will be installed along with new white Hardie Shingle Stagg around the windows.
- Build and install white sign background for each unit per customer specifications.
- All window and door capping will be removed. The condition of the wall and door/window frames will be evaluated for potential replacement.
- There is no proposal for new landscape design or material.

### **INTERNAL REVIEW**

The construction plans are under review by the Building Department.

### **ARCHITECTURAL COMMISSION DECISION**

The AC should review the proposed project against the regulations Downtown Design Guidelines and the Long Grove Style and render a determination based upon those criteria as well as the appropriateness of the alterations at this location in relation to the other downtown structures. An excerpt from the Long Grove Downtown Design Guidelines is included as an attachment to this report for consideration by the Commission. Additionally, section 7-2-4 of the Code of Ordinances describes the appropriate application of the Long Grove Style as follows:

#### Planning and Design Guidelines for Privately-owned Properties in the Historic Downtown

##### *Architecture*

- Emphasize street corners with signature architectural design.
- Vary the architectural styles of contiguous buildings to reflect the eclectic feel of the existing buildings in the Historic Business District.
- Emphasize the distinction between fronts, sides, and backs of the buildings with architectural design elements and / or building materials.
- Incorporate the mass, dimension, scale, materials, facade articulation, roof lines, and overall character of the Historic Downtown into the architectural design of new structures.
- Provide entrances at ground level and insure barrier-free access to buildings.

*Roofs and Facades*

- Design buildings facades with a base, middle, and top.
- Subdivide large facades vertically with windows, columns, or other architectural features.
- Thoughtfully integrate ornamentation into the overall building design.
- Use dormers, skylights, and clerestories to enliven the appearance of roofs.
- Do not use false facades or false roof lines.
- Do not use mansard roofs.
- Do not use vinyl or metal sidings.
- Develop a rhythm of design elements, such as alternating windows, to create interest in the building's facade.
- Incorporate windows in front building facade to highlight retail or commercial spaces.

*Building Materials*

- Use high-quality, long-lasting building materials (preferred primary building materials include stone, brick, and wood).
- The following materials are considered inappropriate for the Historic Downtown: Concrete block, concrete masonry units, corrugated fiberglass, imitation rock work, and mirror or metallized reflective glass.
- Select masonry colors which are compatible with adjacent structures.
- Use building materials with warm colors. Trim colors should be contrasting but compatible with the building's color.

In accordance with Section 2-3-3 of the Code of Ordinances, the Architectural Commission may withhold its approval for permits which do not conform to these guidelines.

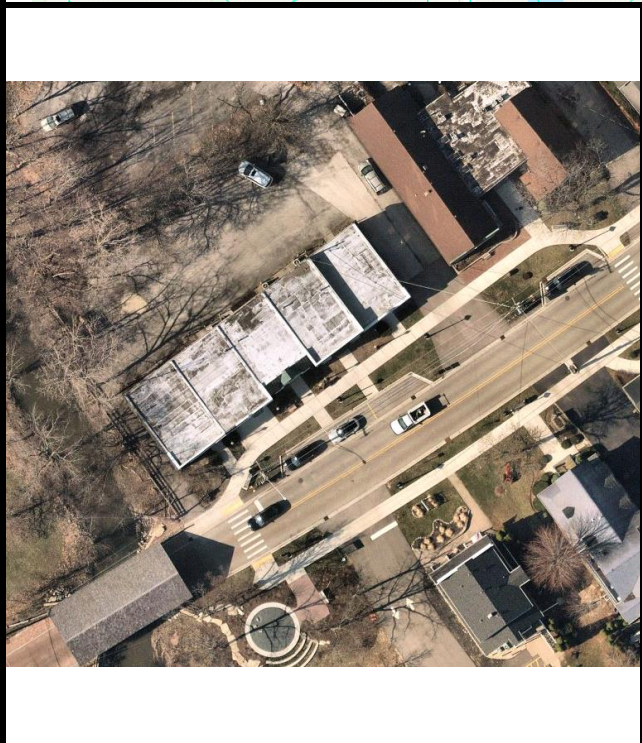
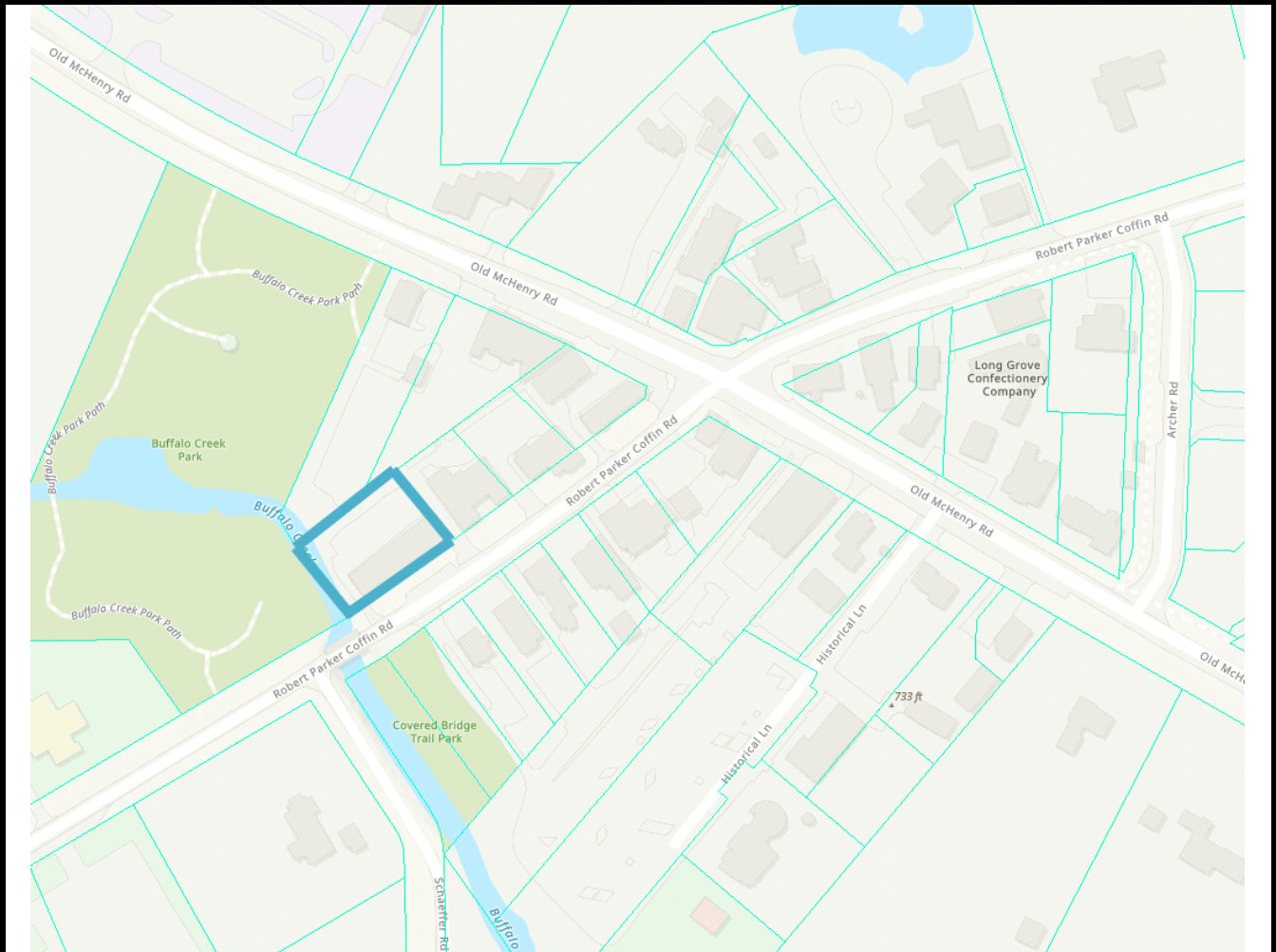
**STAFF RECOMMENDATION**

The AC should consider whether the materials used, and overall design of the proposed structure aligns with the character of the Long Grove Historic Downtown District. The AC should comment on the overall design as presented.


Recommendations for the AC from staff:

- The building has had many renovations over time.
- Is the overall design of the building in conformance with the Long Grove Style?
- Is the overall use of a single Hardie Board siding color going to create monotony along the street facing façade? Or should the applicant explore several siding colors similar to current conditions?
- Will any door and/or window replacement discovered during construction require additional AC approval?

# Location Map: 440 Robert Parker Coffin Road



## LEGEND

 Subject Property





STRUCTURE/FIXTURE ARCHITECTURAL COMMISSION APPLICATION

APPLICANT'S NAME: 440RPC LLC Ryan Messner DATE: 440RPC LLC@gmail.com
ADDRESS: 440 Robert Parker Loft PHONE: 847-331-7011
NAME OF BUSINESS: 440 RPC LLC
BUSINESS ADDRESS: same as above PHONE:

TYPE OF STRUCTURE/FIXTURE: siding

- 1. LOCATION OF STRUCTURE/FIXTURE ON PROPERTY:
A. PROVIDE SITE PLAN.
B. PROVIDE PHOTOGRAPH OF SITE.
C. SQUARE FOOTAGE OF STRUCTURE 5040 SQUARE FEET.

- 2. DRAWING OF PLANNED STRUCTURE/FIXTURE:
A. DIMENSIONS.
B. ELEVATIONS (ALL DIRECTIONS).
C. LIST MATERIALS TO BE USED/SAMPLE OF COLORS. Hardie Board, Night Gray & Arctic White

3. NAME, ADDRESS, AND PHONE NUMBER OF FIRM ERECTING OR MANAGING STRUCTURE: Mr. Root PHONE: 847-457-4404
E-MAIL

The property owner's signature is required below before any application may be processed. It is understood by the property owner(s) that he or she has read and understands the regulations governing the commercial property under this application in the Village of Long Grove, accepts and is liable for any corrections or modifications required to meet the standards of the Village, and further approves the work to be done on their property.

Ryan Messner BUSINESS OWNER(S)
PROPERTY OWNER(S)

APPLICATION APPROVAL: DATE:

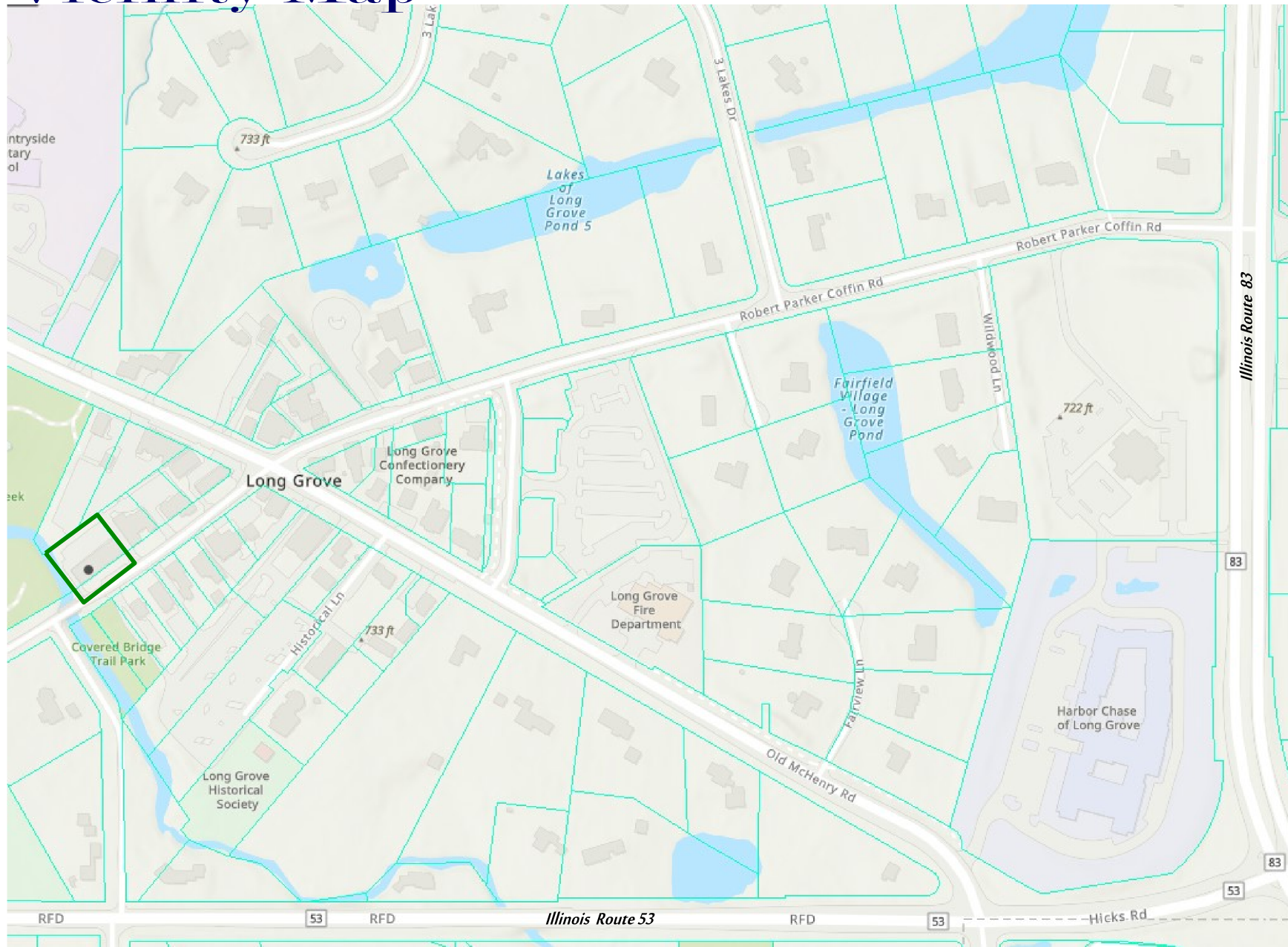


**ABBREVIATION LEGEND**

- N. - North
- S. - South
- E. - East
- W. - West
- N.W. - Northwest
- N.E. - Northeast
- S.E. - Southeast
- S.W. - Southwest
- P.O.B. - Point of Beginning
- SQ.FT. - Square Feet
- R.O.W. - Right of Way
- Doc. - Document
- Rec. - Recorded as
- Meas. - Measured
- T.P. - Top of Foundation
- Inv. - Invert
- PVC - Polyvinyl Chloride
- CMP - Corrugated Metal Pipe
- MIN. - Minimum
- MAX. - Maximum

LEGEND	
	Light Pole on column
	Light Pole
	Light on Crossarm
	Traffic Light
	Window Well
	Street sign
	Traffic Vault
	Air Conditioner
	Underground Utility Marker
	Wood Utility Pole
	Box
	Meter
	Transformer
	Manhole
	Manhole
	Hydrant
	Manhole
	Valve

**Vicinity Map**



**A.L.T.A.-N.S.P.S. Land Title**

R. E. DECKER  
(1933-1999)

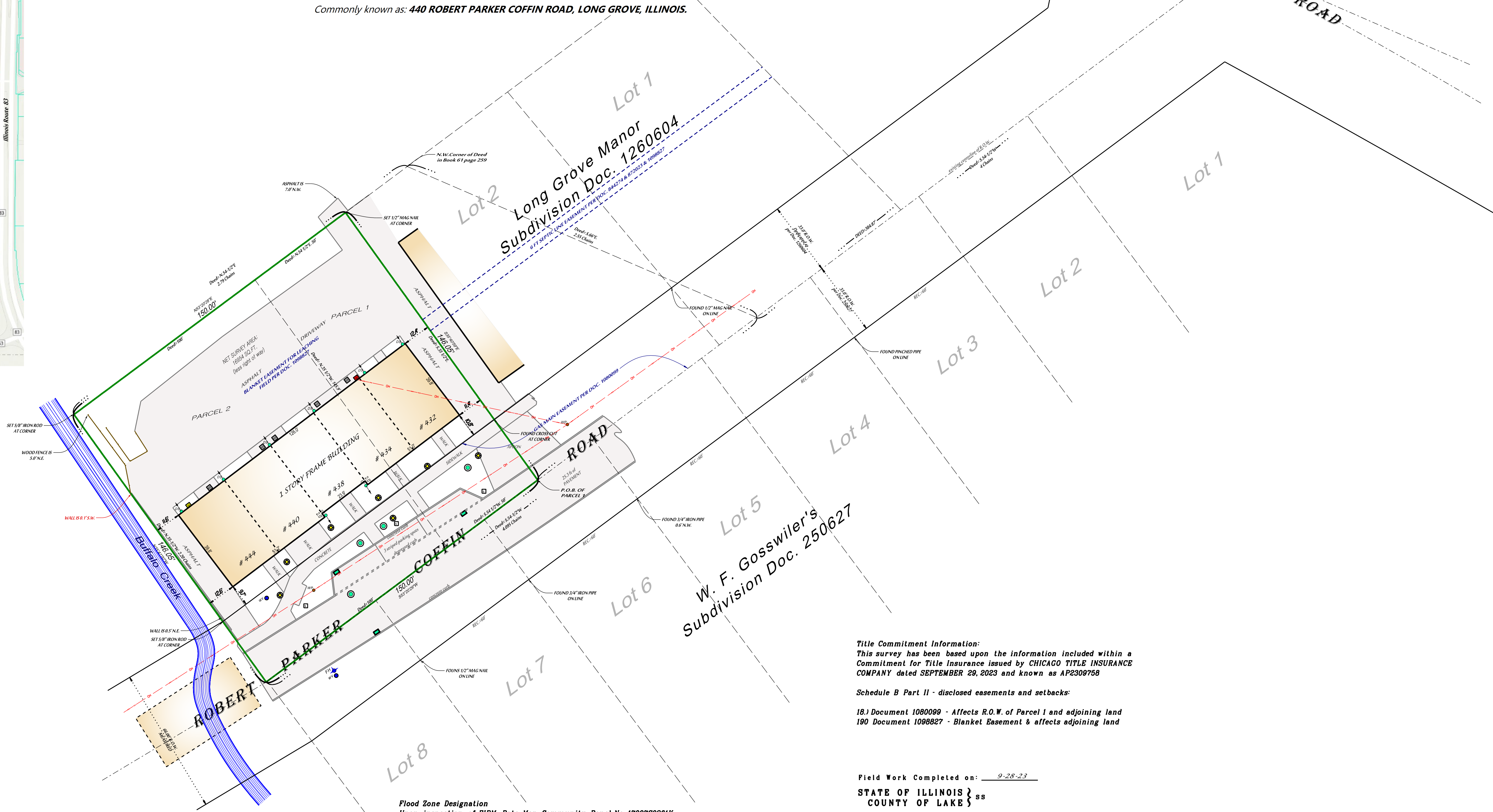
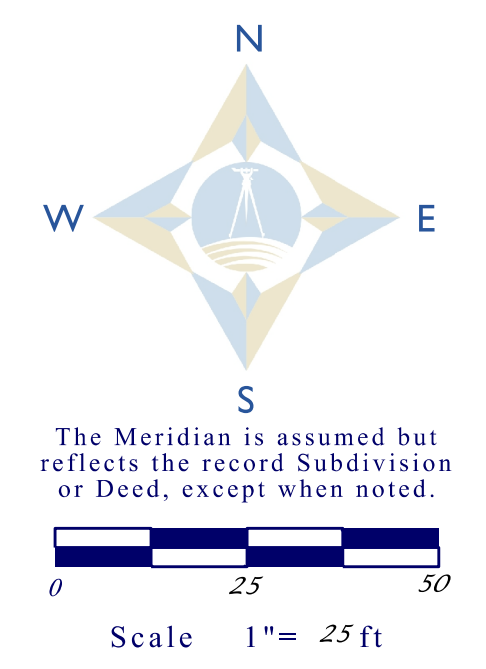
R. G. PAVLETIC  
P.L.S. 035-3261

**Plat of Survey**  
of

Parcel 1: that part of the Northwest Quarter of Section 30, Township 43 North, Range 11, East of the Third Principal Meridian, described as beginning in the center of the Dundee and Half Day Road (now Robert Parker Coffin Road) at a point South 54 and a Half degrees West 384.87 feet from the intersection of the center line of the Chicago and McHenry road with the center line of the Dundee and Half Day Road (now Robert Parker Coffin Road); thence south 54 and a Half degrees West along the center line of the road 50 feet; thence North 35 and a Half degrees West 145.9 feet; thence North 54 and a Half degrees East 50 feet; thence South 35 and a Half degrees East to the place of beginning, in Lake County, Illinois.

Parcel 2: That part of the Northwest Quarter of Section 30, Township 43 North, Range 11, East of the Third Principal Meridian, described as the Westerly 100 feet of the following described parcel of land: beginning at an iron stake in the center of the Dundee and Half Day Road (now Robert Parker Coffin Road) at a point which is South 54 and a Half degrees West, 4 chains from the intersection of the center line of said Dundee and Half Day Road (now Robert Parker Coffin Road) with the center line of the Chicago and McHenry road; thence South 54 and a Half degrees west along the center line of said Dundee and Half Day Road (now Robert Parker Coffin Road), 4.095 chains; thence North 35 and a Half degrees West, 2.20 chains; thence North 54 and a Half degrees East, 2.79 chains to the Northwest corner of land described in Book 61 of deeds, page 259, thence South 66 degrees East, 2.55 chains to the place of beginning, in Lake County, Illinois.

Commonly known as: **440 ROBERT PARKER COFFIN ROAD, LONG GROVE, ILLINOIS.**



ORDER NUMBER 23-651  
 ORDERED BY: BENJAMIN GUSSIN & ASSOCIATES  
 FOR: \_\_\_\_\_  
 REVISIONS: \_\_\_\_\_

THE RAISED SEAL INDICATES  
THIS IS AN ORIGINAL PRINT



Flood Zone Designation  
Upon inspection of FIRM Rate Map Community Panel No. 17097C0281K with an effective date of SEPTEMBER 18, 2013, the parcel shown hereon lies within Zone "AE".

**R E DECKER**  
 PROFESSIONAL LAND SURVEYORS PC  
 333 W. PETERSON RD SUITE B  
 LIBERTYVILLE, IL 60048  
 TEL. 847-362-0091  
 DeckerSurvey@gmail.com



Title Commitment Information:  
This survey has been based upon the information included within a Commitment for Title Insurance issued by CHICAGO TITLE INSURANCE COMPANY dated SEPTEMBER 20, 2023 and known as AP2309758

Schedule B Part II - disclosed easements and setbacks:  
 18.) Document 1080099 - Affects R.O.W. of Parcel 1 and adjoining land  
 190 Document 1098827 - Blanket Easement & affects adjoining land

Field Work Completed on: 9-28-23  
 STATE OF ILLINOIS } ss  
 COUNTY OF LAKE }

TO: CHICAGO TITLE INSURANCE COMPANY  
 TO: 440 RPC, LLC (as Owner)  
 TO: TERRENCE UPTON (as Lender)

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7a, 8 and 9 of Table A thereof.

By: [Signature] 10-11-23  
 Professional Land Surveyor

This Professional service conforms to the current Illinois minimum standards for a "Boundary Survey."  
 Compare the Description on this Plat with your Deed and Title; also compare all stakes to this Plat before building by them, and report any differences at once. Dimensions are shown in feet and decimal parts thereof.

**From: The Village of Long Grove**

**To: The Village of Mundelein**

## **Plan Review Request**

Date: 01/26/2024

The attached plans are ready for plan review # \_\_\_1\_\_

Permit #JCAL24-0002

Project address: 440 ROBERT PARKER COFFIN ROAD

Project description: Commercial Alterations; NEW EXTERIOR SIDING

Applicant: MESSNER, RYAN, (847) 331 7011 , RYAN@RYANMESSNERAGENCY.COM

## **Notes/History**

- The following documents are being sent:

(1) WORK PROPOSAL: MR ROOF & REMODELING CO 1/10/24

(2) PICTURES

- Mundelein needs to review for zoning.
- Please cc me on any interim communications and/or plan reviews with the applicant.
- Please send back electronic copies of the plan review, the review fee sheet, and the inspection list.

Thank you for your review. Please contact me with any questions.

***Margerita Romanello***

Building and Permitting Specialist

(847) 634-9440

mromanello@longgroveil.gov



# BUILDING PERMIT APPLICATION



Check project type:

- Commercial New Building
- Commercial Addition
- Commercial Build-Out, Interior Alterations,

Remodel or Restoration; briefly describe: \_\_\_\_\_

- Sign (Also complete and submit *Sign Architectural Commission Application*)

Project Value: \$ **\$58,808**

Project Address: 440 Robert Parker Coffin Road, LG, IL 60047

Subdivision: \_\_\_\_\_

Lot #: \_\_\_\_\_ PIN #: 15-30-100-017

Property Owner(s) Name(s):  
Ryan Messner

Address: 27652 W Cuba Road, Barrington, IL 60010

City, State, Zip: \_\_\_\_\_

Phone #: 847-331-7011 Cell /Alt Ph #: \_\_\_\_\_

Email address: Ryan@ryanmessneragency.com

Name of Business: 440 RPC LLC

- New /Proposed
- Existing Business
- Currently Vacant

Business Phone #: \_\_\_\_\_

Business Owner(s) Name(s):

Same as Owner

Business Owner's Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Bus. Owner's Ph# \_\_\_\_\_ Cell /Alt Ph #: \_\_\_\_\_

Business Owner's Email Address: \_\_\_\_\_

Other Responsible Party, i.e. Management Company /Person:  
RYan Messner - Owner

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell /Alt Ph #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please complete/check all that apply to this property:

- Residential
- Commercial
- Downtown Historic Business District
- Septic
- County Sewer
- Community Septic
- Private Well
- Community Water
- Village of Long Grove Public Water
- Fire-sprinklered
- Non-sprinklered
- Long Grove Fire Prot Dist
- Countryside Fire Prot Dist

Building, # of stories: 2 Electric service: 400 amps

FOR OFFICE USE ONLY  
 HOA  LGFPD  CFPD  
PERMIT NUMBER & DATE STAMP

## SUBMIT YOUR APPLICATION ELECTRONICALLY

Digital copies of permit applications, supporting plans, and documents are preferred.

Email your completed permit application and required attachments (refer to pg. 3) to the Long Grove Building Commissioner at [mromanello@longgroveil.gov](mailto:mromanello@longgroveil.gov). Failure to include all of the required attachments may delay the permitting process.

Pay the listed application fee and security deposit (if applicable) online at [www.longgroveil.gov](http://www.longgroveil.gov) (or drop off a check at Village Hall, if you prefer.) If paying online, include a copy of the paid receipt with your permit application.

VILLAGE OF LONG GROVE BUILDING PERMIT APPLICATION  
CONTRACTOR INFORMATION

Project address:  
\_\_\_\_\_

Provide full and complete information for all contractors; indicate if contractor is To-Be-Determined.  
Please print clearly.

T.B.D. GENERAL CONTRACTOR Company Name: Ryan Mesner - Owner  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Contact Person's Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Check here if no architect on this project  
ARCHITECT Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_

T.B.D.  Check here if no electrical included in this project  
ELECTRICAL CONTRACTOR Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Contact Person's Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_ *Please include photocopy of elec license.*

T.B.D.  Check here if no HVAC included in this project  
MECHANICAL /HVAC CONTRACTOR Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Contact Person's Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_

T.B.D.  Check here if no plumbing included in this project  
PLUMBING CONTRACTOR Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Contact Person's Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_ *Please include photocopies of #055 and #055 licenses, and Letter of Intent.*

T.B.D.  Check here if no roofing included in this project  
ROOFING CONTRACTOR Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Contact Person's Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_ *Please include photocopies of Illinois license and photo I.D.*

N/A *i.e. excavator, mason, separate sewer/water plumber*  
OTHER CONTRACTOR Company Name: Mr Roof and Remodeling  
This contractor is responsible for: Siding and gutters  
Address: 529 N Wolf Road, City, State, Zip: Wheeling, IL 60090  
Office Phone #: 847-957-4404 Cell Phone #: 847-921-4275  
Contact Person's Name: Greg Laksowski  
Email Address: Greg@gregremodeling.com



**Mr Roof**  
& Remodeling Company

COMMERCIAL  
INDUSTRIAL  
RESIDENTIAL



Roofing Lic. # 104.016096

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**Bill ; Ryan Messner**  
444 Robert Parker Coffin Rd Long Grove IL 60047  
847.793.0041

**Date; 01/10/2024**

Mr Roof & Remodeling is pleased to present the following **proposal** for construction work for the above location. Our proposal to supply all necessary labor, materials, equipment, taxes, and supervision for the scope of work described. It is often difficult to compare proposal because of the many variables, we are available to assist you and answer any questions you may have about our approach or other approaches to this project. Thank you for allowing Mr Roof & Remodeling this opportunity to present you with this proposal and we truly appreciate the opportunity.

We Hereby Propose to furnish all labor, materials, equipment, and supervision necessary to install a new **SIDING**

Scope of Work; Approximately

# Provide and install all safety equipment to OSHA guidelines.

# Storage of all roofing materials in accordance with good roofing practices. Materials which are stored on the ground will be stored in only those areas designated in the preconstruction meeting. All materials will be placed in locations that will not interrupt the safe operations of the facility.

## ROOF UNDER CONSTRUCTION.

- Remove all existing wood siding and stucco from entire building
- Remove all windows and doors capping
- Inspect wall conditions and frame around windows and doors
- Install new Hardie Wrap 9'x100' Weather Barrier
- Install seam type
- Install new LP trim 4" around windows and doors (white color)
- Install new LP trim 6" vertical between units (white color)
- Install new LP trim 4" and 6" for outside corners
- Install new LP trim 4" for top fascia
- Install new Hardie Plank siding 7.25" (6" exposed) – gray color
- Install New Hardie Shingle Stagg 48"x16" by front center unit - WHITE
- Build and install sign background for each unit by customer spec
- Remove and install soffit and fascia by the left and right side of the building for aluminum
- Clean up all related job debris

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Established 2011 Best of The Best in Roofing

529 N. Wolf Rd, Wheeling IL 60090 • Toll Free 877.408.5405 • Phone/ Fax 847.957.4404



**Mr Roof**  
& Remodeling Company

COMMERCIAL  
INDUSTRIAL  
RESIDENTIAL



Roofing Lic. # 104.016096

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## Project parameters and terms

**LIMITED WARRANTY.** James Hardie Building Products Inc. (“Hardie”) warrants, for a period of thirty (30) years (the “Limited Warranty Period”) from the date of purchase of Hardie Fiber-Cement **HARDIEPLANK® HZ5®, HARDIEPANEL® HZ5®, HARDIESHINGLE® HZ5®** and **HARDIESOFFIT® HZ5®** Products (each, the “Product”) for installation within the U.S. (except Alaska), Puerto Rico and Canada (except Yukon Territory, Northwest Territories, and Nunavut) that such purchased Product, when manufactured complies with ASTM C1186, will resist damage caused by hail or termite attacks, and is free from manufacturing defects in material and workmanship. This Limited Warranty extends only to (i) the first retail purchaser of the Product; (ii) the first owner of the structure to which the Product is applied and (iii) the first transferee (each a “Covered Person”).

### Terms & Conditions.

**Mr Roof & Remodeling Co;**

**Provide Manufacture’s System Limited Warranty and 10 years labor warranty.**

\*Our proposal includes all related and required permits and contractor license fees.

\*Our proposal is good for 30 calendar days.

\*Our proposal is contingent on the following payment terms.

@ 30% upon mobilization

@ 30% upon the project halfway point

@ 30% upon substantial completion

@ 10% upon final completion

@ 30-day net terms upon delivery of invoice

If not paid according to contract terms, it is agreed that the account will be considered delinquent and outstanding payments will be charged 1 5% of the unpaid contract price per month plus the cost of any collection, attorney’ and handling fees. Overdue payments shall be due on the 30th day, and each 30th day thereafter.

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**Mr Roof**  
 & Remodeling Company

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Roofing Lic. # 104.016096

**Unit Prices:**

# Remove and replace insulation	\$4.50 Per Square Foot
# Repair metal deck	\$ 2.90 Per Square Foot
# Overlay metal deck	\$ 5.90 Per Square Foot
# Remove and Replace metal deck	\$ 11.00 Per Square Foot
# Remove And Replace wood deck	\$ 3.50 Per Sqf
# Remove and replace 2x6 wood mailer	\$ 3.30 Per Lineal Foot
# Repair gypsum deck	\$ 28.00 Per Square Foot [ up to 1 " thick]
# Labor \$	\$ 150 Per Man Hour [ plus all additional charges]

**Mr Roof & Remodeling Co Exclusions:**

- # Any and all HVAC, electrical and plumbing work
- # Roof drain fittings, connections components below the roof deck
- # Winter conditions
- # Snow removal
- # Interior protection
- # Masonry work
- # Design
- # Engineering
- # Asbestos work
- # Temporary roofing
- # EIFS work
- # Walkway
- # Moisture scan

**AUTHORIZATION TO PROCEED**

Signature; \_\_\_\_\_ Date \_\_\_\_\_ **\$58,816.00**

Printed Name; \_\_\_\_\_ PO; \_\_\_\_\_

Thank you for your business.

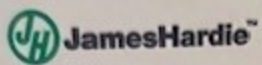
Yours sincerely

Greg Laskowski



**Established 2011 Best of The Best in Roofing**

529 N. Wolf Rd, Wheeling IL 60090 • Toll Free 877.408.5405 • Phone/ Fax 847.957.4404



STATEMENT  
COLLECTION™

APPLICANT'S NAME: WYDPC LLC 2000 Shaker Blvd  
480 School Pointe Blvd PO Box 80777  
43000 LC none



4404  
It is  
the  
receipt  
flag.  
Cant 1111

Village File AC, Non-Single Applications



**Mr Roof**  
& Remodeling Company

COMMERCIAL  
INDUSTRIAL  
RESIDENTIAL



Roofing Lic. # 104.016096

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## DESIGNE.

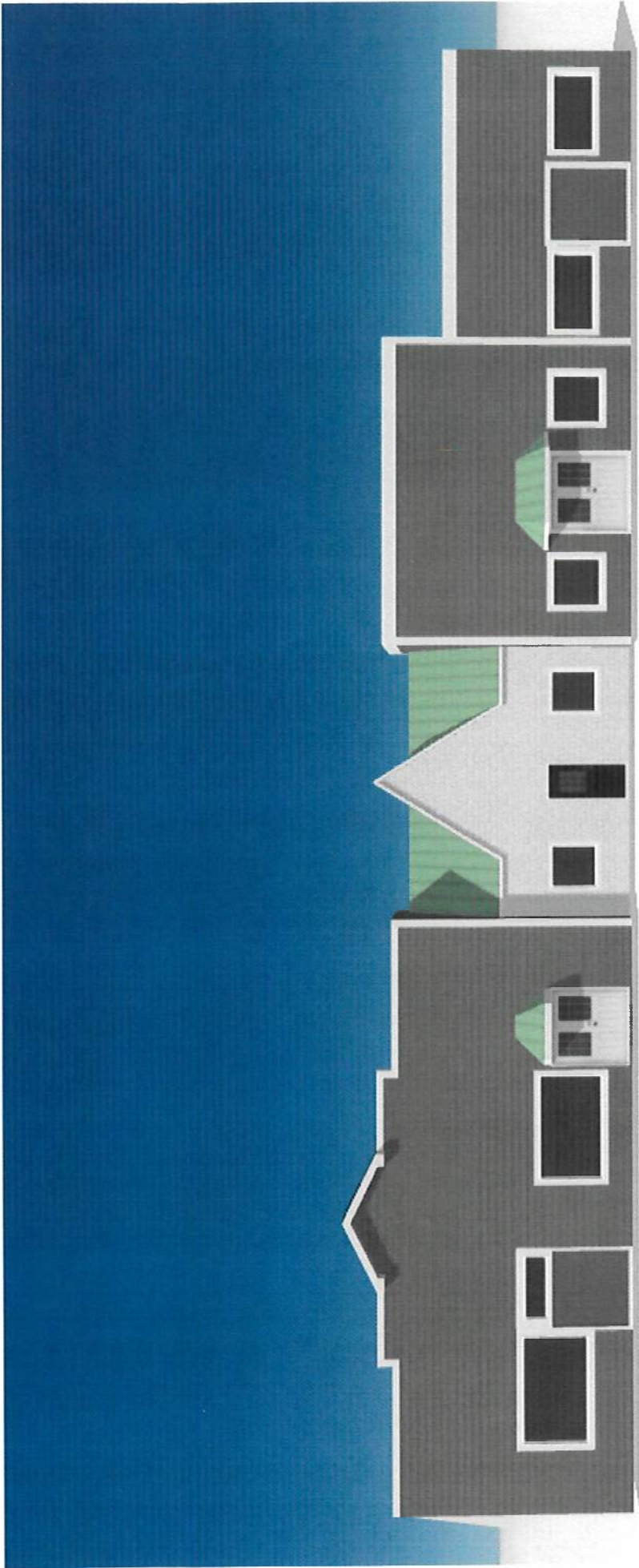
- @ divided units vertical trims included
- @ background signs boxes included



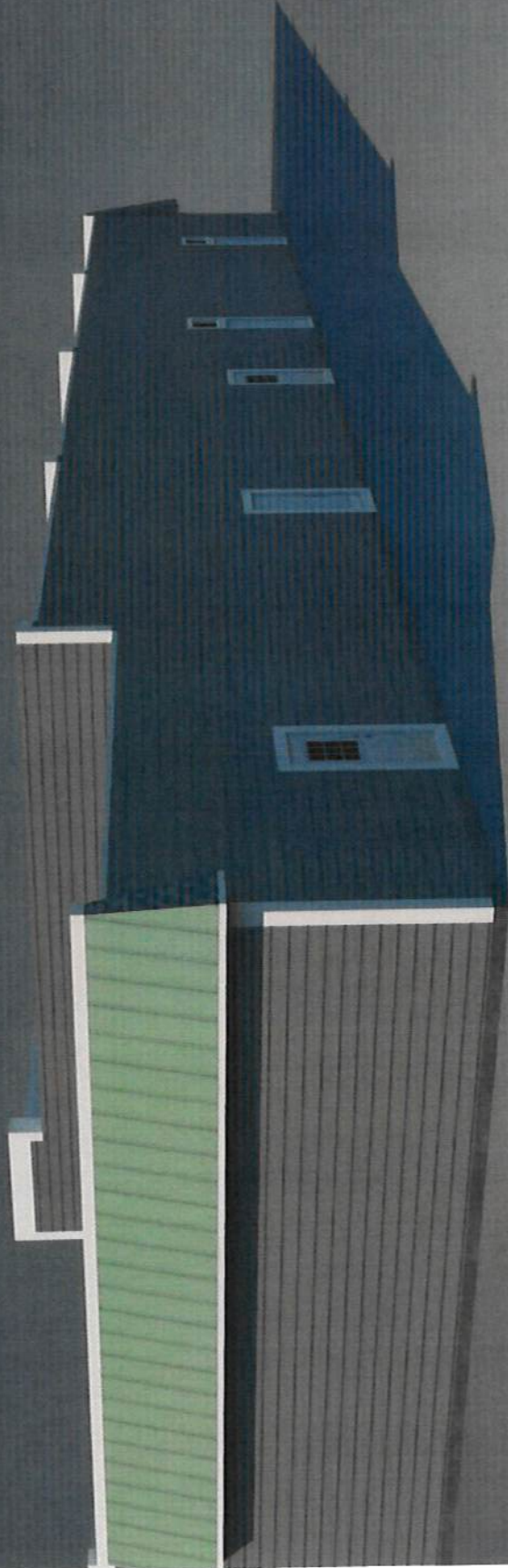
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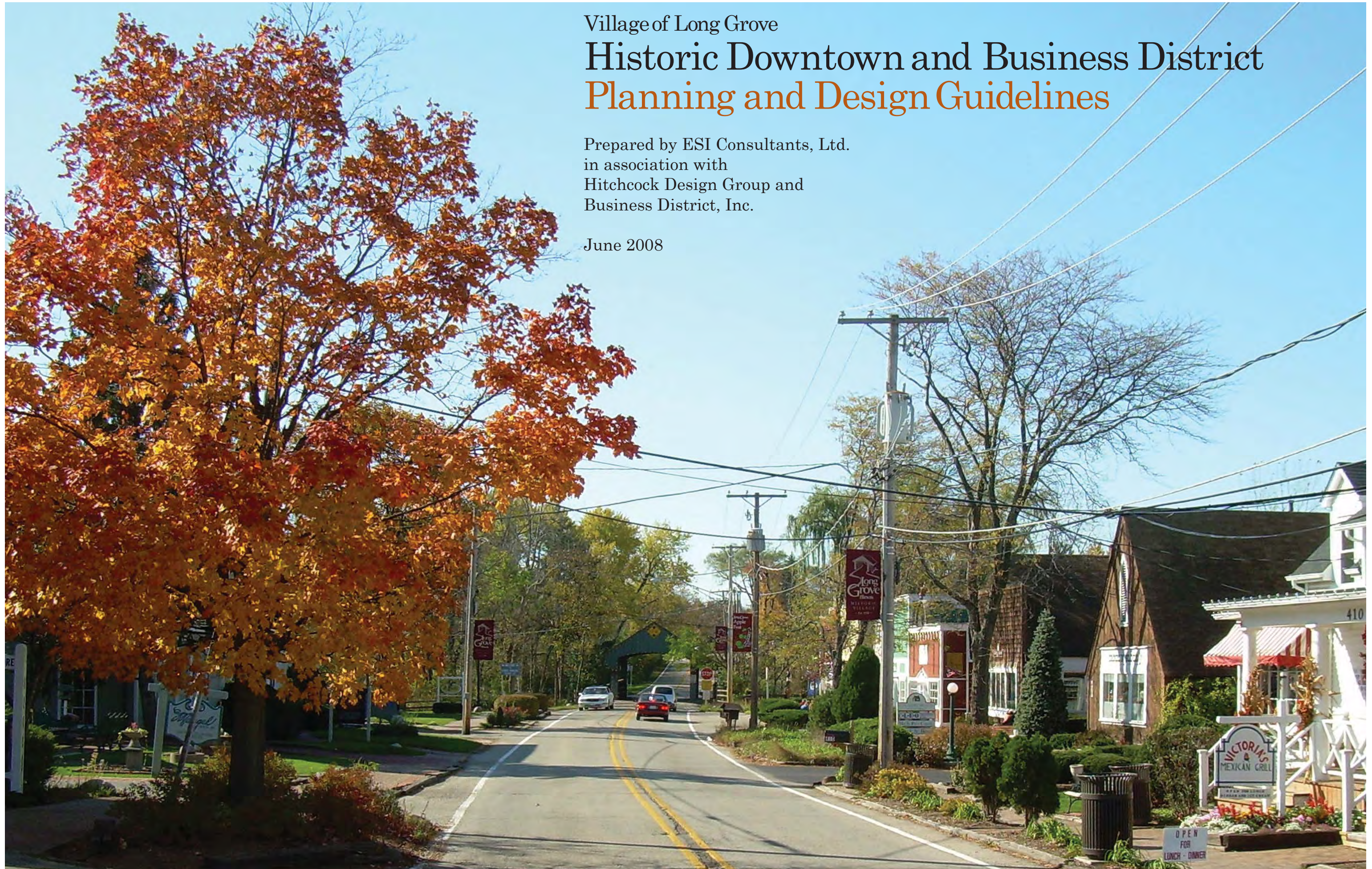


Village of Long Grove

# Historic Downtown and Business District Planning and Design Guidelines

Prepared by ESI Consultants, Ltd.  
in association with  
Hitchcock Design Group and  
Business District, Inc.

June 2008



## Planning and Design Principles

- 1) Maintain a compact and walkable retail core.
- 2) Enhance the comfort, safety, and hospitality offered to visitors and residents.
- 3) Provide alternative roadway connections by creating a new network of local streets.
- 4) Improve the distribution and convenience of parking.
- 5) Enhance existing open spaces.
- 6) Create new, family-friendly public spaces along Buffalo Creek.
- 7) Create new public opens spaces along Old McHenry Road in the Triangle Sub-district.
- 8) Avoid development located within the Buffalo Creek floodplain between Illinois Route 53 and Robert Parker Coffin Road.
- 9) Create pedestrian pathway connections between public spaces, commercial developments, residential areas, and regional trail systems.
- 10) Ensure that new development aligns with the character and uses within the Historic Downtown.
- 11) Promote signature design with a focus on corners of roadway intersections.
- 12) New and in-fill development is encouraged to meet the standards of the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Green Building Rating System for the design, construction, and operation of buildings.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Long Grove Style

##### Architecture

Follow the requirements set forth in the Long Grove Municipal Code, 7-2-4, Long Grove Style, to the greatest extent possible, except as listed below.

- Emphasize street corners with signature architectural design.
- Vary the architectural styles of contiguous buildings to reflect the eclectic feel of the existing buildings in the Historic Business District.
- Emphasize the distinction between fronts, sides, and backs of the buildings with architectural design elements and / or building materials.
- Incorporate the mass, dimension, scale, materials, facade articulation, roof lines, and overall character of the Historic Downtown into the architectural design of new structures.
- Provide entrances at ground level and insure barrier-free access to building.



Emphasize the distinction between fronts, sides, and backs of buildings with architectural design elements and / or building materials.

##### Roofs and Facades

- Design buildings facades with a base, middle, and top.
- Subdivide large facades vertically with windows, columns, or other architectural features.
- Thoughtfully integrate ornamentation into the overall building design.
- Use dormers, skylights, and clerestories to enliven the appearance of roofs.
- Do not use false facades or false roof lines.
- Do not use mansard roofs.
- Do not use vinyl or metal sidings.
- Develop a rhythm of design elements, such as alternating windows, to create interest in the building's facade.
- Incorporate widows in front building facade to highlight retail or commercial spaces.



Design building façades with a base, middle, and top.

##### Building Material

- Use high quality, long lasting building materials (preferred primary building materials include stone, brick, and wood).
- The following materials are considered inappropriate for the Historic Downtown: Concrete block, concrete masonry units, corrugated fiberglass, imitation rock work, and mirror or metallized reflective glass.
- Select masonry colors which are compatible with adjacent structures.
- Use building materials with warm colors. Trim colors should be contrasting but compatible with the building's color.



Use high quality, long lasting building materials.

### Business District

#### Long Grove Style

##### Architecture

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Complement the architectural style of existing buildings within the Historic Downtown (complementary styles are not limited to Victorian or Greek Revival).



Use architectural design elements that harmonize with the classical styles of existing buildings in the Business District.

##### Roofs and Facades

Follow the design recommendations listed for the Historic Downtown with the below additions:

- Allow flat roofs in conjunction with gently sloped roofs for office and commercial buildings if the roofs are well designed.
- Use overhanging roofs wherever possible.
- Use green roofs wherever possible.



Subdivide large façades vertically with windows, columns, or other architectural features.

##### Building Material

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Decorative concrete masonry units are allowed in the Business District within service areas and / or at the rear of the building, hidden from street views.



Use high quality, long lasting building materials.

# Planning and Design Guidelines

## Privately-owned Properties

### Historic Downtown

#### Uses

Land uses within the Historic Downtown must be compliant with uses set forth in the Long Grove Municipal Zoning Code, Title 5. The following uses will be allowed within the zoning district under a Planned Unit Development.

#### Historic Core Sub-district

- Retail
- Office
- Open Space
- Parking

**Open Space**  
Only passive recreation is allowed

**Mixed-Use**  
Retail and Office

**Open Space**  
No development allowed within the floodplain  
Only passive recreation is allowed



\*Please note the design for the Historic Core Sub-district is conceptual and does not represent the final design of the area. More than one design solution is possible and creative proposals for the final site design are encouraged by the Village of Long Grove

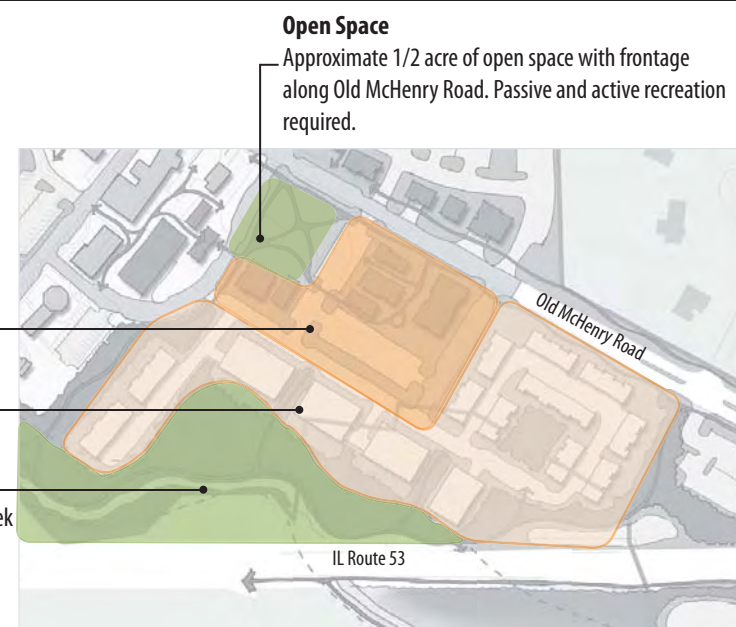
#### Triangle Sub-district

- Retail close to existing downtown
- Office on upper floors or east of retail area
- Hotel on upper floors or east of retail area
- Residential
- No buildings and / or roads located within the Buffalo Creek Floodplain

**Mixed-Use**  
Retail and Office

**Mixed-Use**  
Commercial / Office / Residential / Hospitality

**Open Space**  
No development allowed within the Buffalo Creek Floodplain between Old McHenry Road and IL Route 53.  
Only passive recreation is allowed



**Open Space**  
Approximate 1/2 acre of open space with frontage along Old McHenry Road. Passive and active recreation required.

\*Please note the design for the Triangle Sub-district is conceptual and does not represent the final design of the area. More than one design solution is possible and creative proposals for the final site design are encouraged by the Village of Long Grove

### Business District

#### Uses

Land uses within the Business District must be compliant with uses set forth in the Long Grove Municipal Zoning Code, Title 5. The following uses will be allowed within the zoning district under a Planned Unit Development.

#### Route 83 Sub-district

- Retail (In-line, anchor, and outlot)
- Office as a stand alone building or in a location that does not break continuous retail frontages
- Residential appropriate on south end

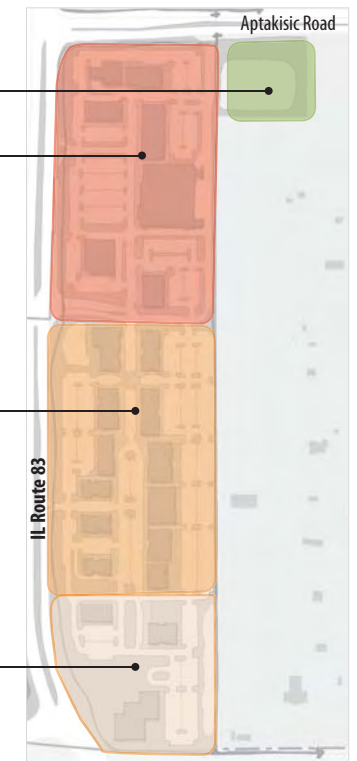
\*Please note the design for the Route 83 Sub-district is conceptual and does not represent the final design of the area. More than one design solution is possible and creative proposals for the final site design are encouraged by the Village of Long Grove.

**Detention / Open Space**

**Retail**

**Mixed-Use**  
Retail and Office

**Mixed-Use**  
Commercial / Office / Residential / Hospitality



#### Route 53 Sub-district

- Drive to retail on the west corner of Old McHenry Road and IL Route 53. No banks, drugstores, gas stations, or drive-thrus will be allowed.
- Office per existing Planned Unit Development
- Residential south of IL Route 53
- No buildings and / or roads located within the Buffalo Creek Floodplain.

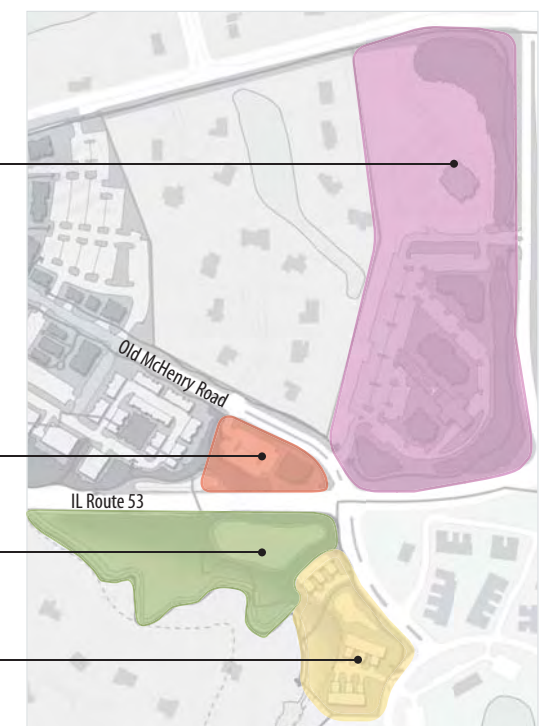
\*Please note the design for the Route 53 Sub-district is conceptual and does not represent the final design of the area. More than one design solution is possible and creative proposals for the final site design are encouraged by the Village of Long Grove.

**Office**

**Retail**

**Detention / Open Space**

**Residential**



# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Bulk, Space, and Yard Requirements

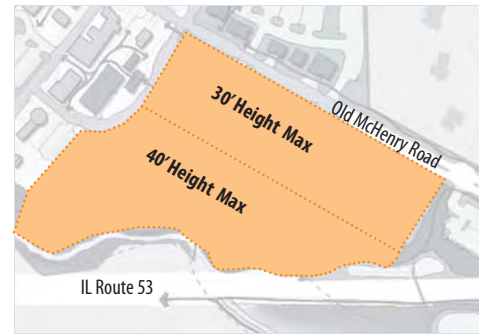
##### Height

Follow the requirements set forth in the Long Grove Municipal Code, 5-4-10, Bulk, Space, and Yard Requirements with, to the greatest extent possible, the below additions / exceptions:

- Building heights of new or in fill development should complement the existing pattern of building heights.
- New buildings should reflect the width and height proportionate to neighboring structures. Roof must maintain a compatible roof form and line with adjacent buildings.

##### Triangle Sub-district Height

- Maximum of 30 feet adjacent to Old McHenry Road
- Maximum of 40 feet set back a minimum of 200 feet from Old McHenry Road



Triangle Sub-district

##### Yards and Setbacks

Follow the requirements set forth in the Long Grove Municipal Code, 5-4-10, Bulk, Space, and Yard Requirements with, to the greatest extent possible, the below additions / exceptions:

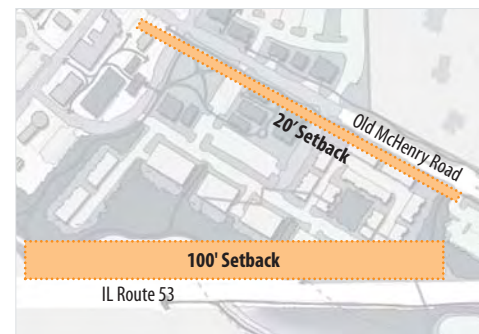
- Setback areas within the Historic Downtown should work in tangent to maintain the alignment of facades adjacent to the sidewalks and pedestrian areas.
- Setbacks should create a positive image and should be similar in dimension to setbacks of adjacent buildings.
- Exceptions may be granted if the proposed setback is pedestrian focused and contributes to the quality and character of the streetscape.

##### Historic Core Sub-district Minimum Setbacks

- From Old McHenry Road: 20 feet
- From Robert Parker Coffin Road: 10 feet

##### Triangle Sub-district Minimum Setbacks

- From Old McHenry Road: 20 feet
- From Illinois Route 53: 100 feet



Triangle Sub-district

##### Coverage

Follow the requirements set forth in the Long Grove Municipal Code, 5-4-10, Bulk, Space, and Yard Requirements with, to the greatest extent possible, the below additions / exceptions:

- A variety of sizes and massing is encouraged in the Triangle Sub-district.
- New building should respect the scale of Downtown.

##### Historic Core Sub-district Coverage

- Structural Coverage: 7,000 square feet
- Gross Impervious Coverage: 85%

##### Triangle Sub-district Coverage

- Structural Coverage: 7,000 square feet
- Gross Impervious Coverage: 85%

### Business District

#### Bulk, Space, and Yard Requirements

##### Height

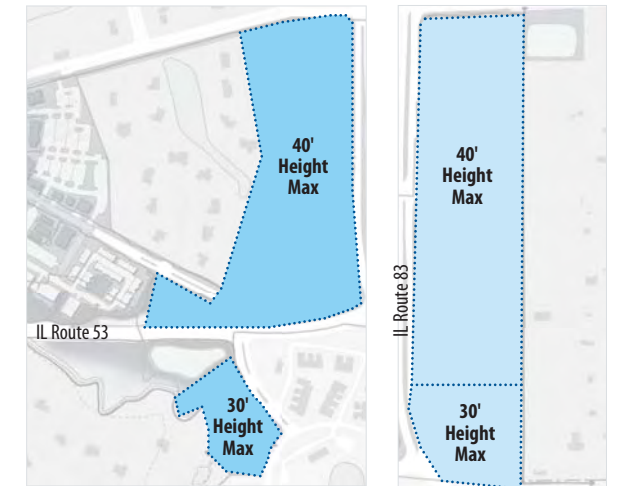
Follow the design recommendations listed for the Historic Downtown with the below differences:

##### Route 83 Sub-district Height

- Maximum of 40 feet for commercial uses
- Maximum of 30 feet for residential uses

##### Route 53 Sub-district Height

- Maximum of 40 feet commercial uses
- Maximum of 30 feet for residential uses



Route 53 Sub-district

Route 83 Sub-district

##### Yards and Setbacks

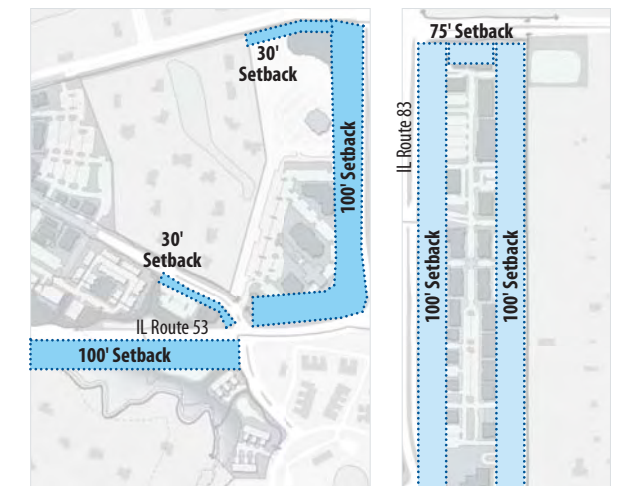
Follow the design recommendations listed for the Historic Downtown with the below differences:

##### Route 83 Sub-district Building Setbacks

- From Illinois Route 83: 100 feet
- From Aptakisic Road: 75 feet
- From adjacent residential: 100 feet

##### Route 53 Sub-district Building Setbacks

- From Illinois Route 83: 100 feet
- From Illinois Route 53: 100 feet
- From Robert Parker Coffin Road: 30 feet
- From Illinois Route 53, west of McHenry Road: 30 feet
- From Fremont Way: Match existing residential setbacks



Route 53 Sub-district

Route 83 Sub-district

##### Coverage

Follow the design recommendations listed for the Historic Downtown with the below differences:

##### Route 83 Sub-district Coverage

- Floor Area Ratio: 0.16
- Gross Impervious Coverage: 72.5%

##### Route 53 Sub-district Coverage

- Commercial Floor Area Ratio: 0.18
- Residential Floor Area Ratio: 0.40
- Gross Impervious Coverage: 45%
- Promenade Development: Follow PUD requirements



# Planning and Design Guidelines

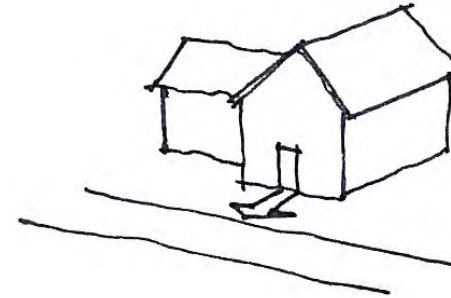
## Privately-owned Properties, *continued*

### Historic Downtown

#### Bulk, Space, and Yard Requirements

##### Orientation

- Primary entrance of the building should face the main access way, street, or other public spaces. The entrance should be easily identifiable by visitors and patrons.
- Configure the building to create focal points of pedestrian activity.
- Sites adjacent to residential uses should orient the building to minimize impacts to residents.
- Buildings within the Triangle Sub-district should be located along a street to create a more friendly pedestrian experience.
- Corner sites should be designed with attractive front building facades along both street frontages.
- Buildings should have a clear and functional tie between new and existing structures.
- Buildings should define edges of development blocks and should frame open space.
- No drive-thrus are allowed in the Historic Downtown.



Orient the front entrance to be adjacent to the main vehicular and pedestrian circulation.

### Business District

#### Bulk, Space, and Yard Requirements

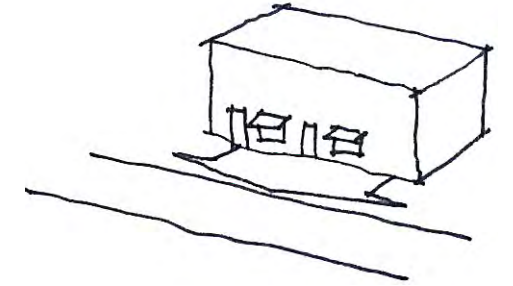
##### Orientation

Follow the design recommendations listed for the Historic Downtown with the below additions:

- Primary entrance of the building should face the main internal circulation streets.
- Configure the building to create focal points of pedestrian activity.
- Buildings within the Route 83 Sub-district should be located along a main axis or main street to create a more friendly pedestrian experience .
- Outlot buildings should be designed to have four-sided architecture.
- Office buildings should be designed to relate to existing structures on-site.
- Drive-thrus should be located to be screened from any public roadway.

##### Route 53 Sub-district Building Setbacks

- Proposed buildings should meet all PUD requirements while respecting the existing bank building.
- Alignment of proposed building should follow a northwest/southeast orientation, as shown to the right.



Orient the front entrance to be adjacent to the main vehicular and pedestrian circulation.



New buildings should be oriented to relate to the existing structure.

##### Sustainable Building Techniques

Property owners are encouraged to follow Leadership in Energy and Environmental Design (LEED) practices relating to building and construction techniques. New and restored building should utilize the LEED Register Project Checklist as a guide.

Example checklist topics include:

- Sustainable Sites
- Water Efficiency
- Energy and Atmosphere
- Materials and Resources
- Indoor Environmental Quality
- Innovation and Design Process

Additional information and LEED Project checklists can be found on the US Green Building Council website. <http://www.usgbc.org>

Common green building elements may include:

- Green Roofs
- Using locally fabricated materials
- Interior air quality
- Permeable paving
- Sustainable site design
- Green construction techniques



Rain gardens slow the stormwater runoff from impervious surfaces to allow infiltration back into the soil.



Native plants can reduce the amount of required watering, fertilizing, and maintenance.

##### Sustainable Building Techniques

Sustainable Building Techniques should be utilized for new development within the Business District. Follow the design recommendations listed for the Historic Downtown.



Naturalized detention is used to temporarily store storm stormwater on site and release it at a controlled rate.



A bioswale is used to slow the speed of surface runoff to allow the stormwater to infiltrate back into the ground.

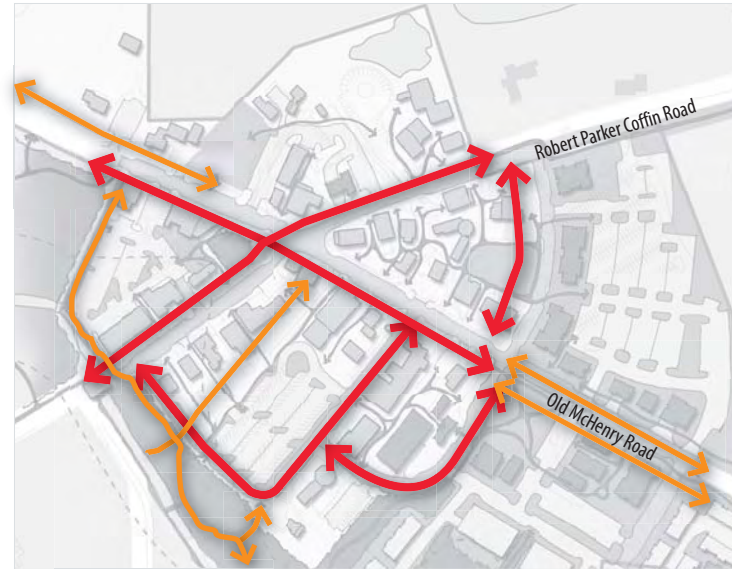
# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Circulation and Trails

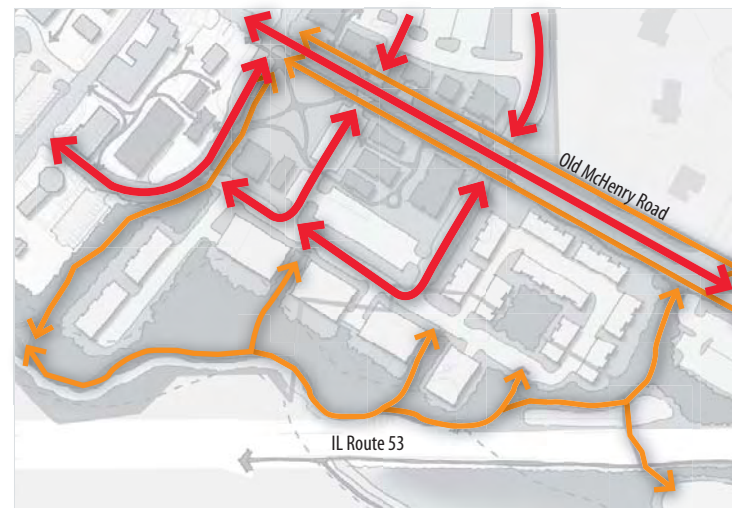
- Historic Core Sub-district**
- Create new roadway network by Fountain Square, Stempel Parking Lot, and connection to the Triangle Sub-district.
  - Sidewalks are required through parking lots.
  - Sidewalks in private areas should be constructed of concrete or clay pavers. Pavers can be installed on a gravel base.
  - Construct a rigid base under all pavers used for vehicular routes.
  - Trails must be 6-10 feet wide and constructed of asphalt or concrete.
  - Sidewalks and trails must meet current ADA code requirements.
  - Sidewalks and trails should facilitate major destinations and offer a safe and direct means of travel.
  - Design sidewalks and trails to provide water run-off and avoid puddling.
  - New private roadways and sidewalks should conform to the standards set in Section 2.



Historic Core Sub-district

- ↔ Primary Vehicular Circulation
- ↔ Primary Pedestrian Circulation

- Triangle Sub-district**
- Provide access to the Stempel Parking Lot from the Triangle Sub-district with new public roads and sidewalks.
  - Align new roadway entrances with new streets and / or parking lot entrances with new streets and parking lot connections.
  - Connect new trails throughout the Buffalo Creek floodplain to the Covered Bridge Trail and other regional trails.
  - Well marked sidewalks and crosswalks are required in parking lots.
  - Use concrete or clay pavers for sidewalks. Install pavers on a gravel base.
  - Create concrete or asphalt trails that are 6-10 feet in width and meet ADA code requirement.
  - Connect the Triangle site to other major destinations with safe and comfortable trails and sidewalks.
  - Design sidewalks and trails to facilitate water run-off and avoid puddling.
  - No new vehicular connections are permitted between Illinois Route 53 and Old McHenry Road.
  - Design new roadways and sidewalks so they conform to the standards set in Section 2 of these Guidelines.



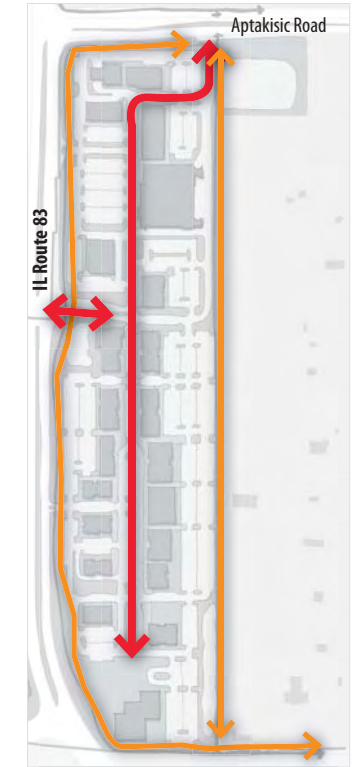
Triangle Sub-district

- ↔ Primary Vehicular Circulation
- ↔ Primary Pedestrian Circulation

### Business District

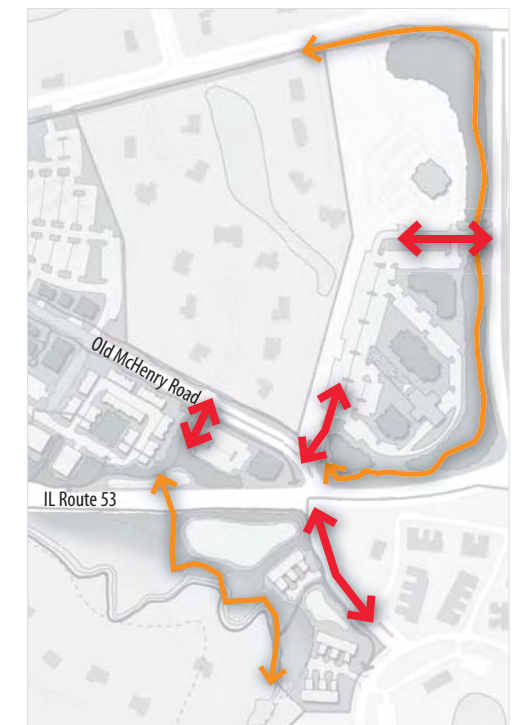
#### Circulation and Trails

- Route 83 Sub-district**
- Follow the design recommendations listed for the Historic Downtown with the below differences:
- Create new main axes or main street to connect various phases of development.
  - Align the main vehicular access from Illinois Route 83 with Robert Parker Coffin Road.
  - Permit only right in, right out access from Aptakasic Road.
  - Create a 10-12 foot wide multi-purpose trail along the east side of Illinois Route 83 that is safe and comfortable for pedestrians and cyclists.
  - Site should be designed to allow future vehicular connection at IL Route 83 and 53 intersection.



Route 83 Sub-district

- Route 53 Sub-district**
- Follow the design recommendations listed for the Historic Downtown.



Route 53 Sub-district

- ↔ Primary Vehicular Circulation
- ↔ Primary Pedestrian Circulation

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Buffer Yards, Landscaping, and Screening Requirements

##### Buffer Yards

Follow the requirements set forth in the Long Grove Municipal Code, 5-9-7, Buffer Yards, Landscaping, and Screening Requirements, to the greatest extent possible, except as listed below:

- Provide premium landscaping elements in all buffer yard.
- Place plants or planter pots by main building entrances. Use additional site furnishings / landscaping to provide a variety of aesthetically pleasing elements.
- **Remaining Sides:** Locate planting adjacent to building foundations.
- **Open Space:** Plan open spaces with a variety of shade and ornamental trees. Incorporate shrubs, grasses, groundcover, perennials, and annuals into planting areas.



An extensive variety of premium landscape features is highly desirable for the Historic Downtown Long Grove.

##### Landscaping

Follow the requirements set forth in the Long Grove Municipal Code, 5-9-7, Buffer Yards, Landscaping, and Screening Requirements, to the greatest extent possible, except as listed below:

- Retain as many existing trees and natural features as possible. Preserve existing vegetation that is environmentally beneficial and consistent with Long Grove's image and identity.
- Use native plants wherever possible.
- Plant trees, shrubs, groundcover, and perennial plantings in required setback areas.
- Use a wide variety of plant materials to provide seasonal interest.
- Reinforce the established landscape patterns of existing trees and lawns.
- Incorporate mass plantings wherever possible.
- A recommended planting list is included in Section 2. Selected plant material should be based on hardiness, disease resistance, ease of maintenance, and seasonal interest.
- Use landscaping features that comply with the tree preservation ordinance.



Planting a variety of perennials and annuals is encouraged.

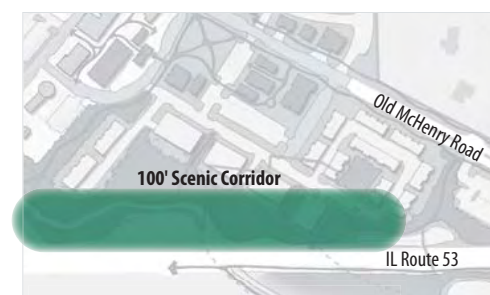
##### Screening / Scenic Corridor

Follow the requirements set forth in the Long Grove Municipal Code, 5-9-7, Buffer Yards, Landscaping, and Screening Requirements, to the greatest extent possible, except as listed below:

- **Buffer Plants:** Use plantings that contain a minimum of 50% evergreen trees that are 608 feet tall to allow for year long buffering.

##### Scenic Corridor Easement

- **Historic Sub-district:** None along Old McHenry Road
- **Historic Sub-district:** None along Robert Parker Coffin Road
- **Triangle Sub-district:** 100 foot from IL Route 53
- **Triangle Sub-district:** None along Old McHenry Road



Triangle Sub-district

### Business District

#### Buffer Yards, Landscaping, and Screening Requirements

##### Buffer Yards

Follow the design recommendations listed for the Historic Downtown with the below differences:

- Landscape should visually tie adjacent buildings together to establish a continuation along street frontage.
- **Open Space:** Detention areas should be designed and planted in a natural manner.



Detention areas and buffer yards should incorporate natural forms and plant materials.

##### Landscaping

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Non-native plant species should be limited.



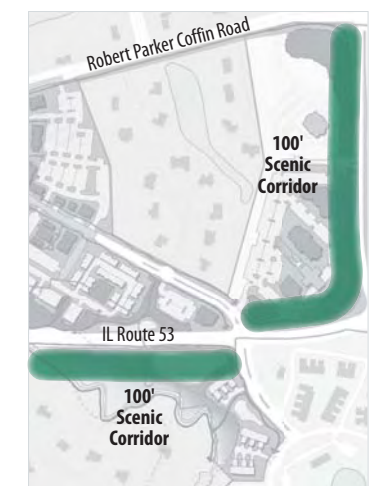
Quality landscaping enhances the visual appeal of commercial businesses

##### Screening / Scenic Corridor

Follow the design recommendations listed for the Historic Downtown with the below differences:

##### Scenic Corridor Easement

- **Route 83 Sub-district:** 100 feet from IL Route 83
- **Route 83 Sub-district:** None along Aptakistic Road
- **Route 53 Sub-district:** 100 feet from IL Route 53
- **Route 53 Sub-district:** None along Old McHenry Road



Route 53 Sub-district



Route 83 Sub-district

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Parking

- Parking Lot Layout**
- Follow the requirements set forth in the Long Grove Municipal Code, 5-9-4, Off-Street Parking with, to the greatest extent possible, except as listed below:
- Use consistent parking dimensions for stall widths, curb to curb distances, and parking angles.
  - Use simple parking lot design and incorporate perpendicular parking wherever possible.
  - Design parking lots that are paved, striped, and feature delineated curbs and gutters. Provide illumination that permits safe and convenient evening use.
  - Design parking lots to avoid layouts that visually dominate the site. Avoid using dead end parking rows.
  - Provide well marked sidewalks and crosswalks within and between parking lots that are safe and comfortable for pedestrians.
  - Clearly define parking areas and physically separate them from roadways.
  - Locate temporary parking in private lots throughout the Historic Downtown.
  - Provide a 2 foot overhang for car bumpers.
  - Encourage businesses to reserve nearby parking spaces for customers and require employees to use the public parking lots.
  - Design parking lots constructed of asphalt, concrete, stamped concrete, permeable pavers, or vehicular pavers on an asphalt setting bed with a concrete underlay defined by concrete or granite curbs
  - **Triangle Sub-district, Retail Buildings:** No retail parking requirements.
  - **Triangle Sub-district, Residential Uses:** Two attached spaces per unit.



Parking lot landscape islands provide safe pedestrian access.



Permeable paving is preferred for parking lot surfaces.

- Parking Lot Landscape and Screening**
- **Parking lots up to 4,500 square feet:** Landscape area should equal 8% of the vehicle area.
  - **Parking lots between 4,500 square feet and 20,000 square feet:** Landscape area should equal 10% of the vehicle area.
  - **Parking lot over 20,000 square feet:** Landscape area should equal 12% of the vehicle area.
  - Break up large areas of paving with planting islands that are a minimum 10 feet wide. Place trees and shrubs in planting islands located within parking areas.
  - Plant one tree for every 10 parking spaces. Use a minimum 3 inch caliper.
  - Set back parking lots 10 feet from adjacent property lines.
  - Provide high quality landscaping or hardscaping features to screen parking lots from public sidewalks. Plant trees in parking lots perimeters to define the boundaries between the street and the parking lot.
  - Use a combination of trees, shrubs, and groundcover within landscape buffers. Locate landscape features so that parking lots are screened from adjacent residences.



Use native plants to help screen a parking lots.

### Business District

#### Parking

- Parking Lot Layout**
- Follow the design recommendations listed for the Historic Downtown with the below differences:
- No bus parking is allowed.
  - All parking within 200 feet of the commercial building is to be reserved for customers.



Use landscaped islands in parking lots to visually subdivide and shade paved surfaces.



Physically separate parking lots from from roads. Screen parking lots with high quality landscaping materials.

- Parking Lot Landscape and Screening**
- Follow the design recommendations listed for the Historic Downtown with the below addition:
- When parking is adjacent to a residential area, fencing should be included along shared property line.



Use high quality fencing to screen parking lots from residences

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Loading and Services

- Location**
- Locate loading and service areas so they are hidden from street views.
  - Locate loading and service areas behind or to the sides of buildings and separate them from pedestrian traffic. Make sure they do not impede emergency access.
  - Use group recycling areas wherever possible.
  - Maintain emergency access at all times.



Physically separate service areas from public areas.

- Screening**
- Screen commercial buildings from adjacent residences with walls or landscaping features.
  - Shield roof mounted mechanical equipment from views on all sides.
  - Screen mechanical equipment, air conditions, and delivery / storage containers from view with high quality fencing, hardscaping materials, and / or landscaping features.



Fully integrate screens for service areas and dumpsters into a building structure or screen them from view with high quality fencing, hardscaping materials and / or landscaping features.

- Refuse Enclosures**
- Fully integrate screens for dumpsters into building structures using the same high quality materials that are used for the primary building. Or, fully screen service areas and dumpsters from view using high quality fencing, walls, and / or landscaping features that are complementary to the primary building and adjacent properties.
  - Create common areas for refuse enclosures wherever possible. Reduce the number of collections and multiple service providers whenever feasible.

- Refuse Collection and Delivery Times**
- Implement restrictions as necessary on deliveries and service times for commercial buildings that abut residential areas.
  - Limit pick up / drop off times to 8 a.m. - 8 p.m.
  - Do not begin service activities until 7 a.m. on weekdays and 8:00 a.m. on Saturdays. Do not allow service activities on Sundays.

### Business District

#### Loading and Services

- Location**
- Follow the design recommendations listed for the Historic Downtown.

- Screening**
- Follow the design recommendations listed for the Historic Downtown with the below addition:
- Screen service areas and dumpsters from view using high quality fencing, walls, and / or landscaping features that are complementary to the primary building and adjacent commercial properties.

- Refuse Enclosures**
- Follow the design recommendations listed for the Historic Downtown.

- Refuse Collection and Delivery Times**
- Follow the design recommendations listed for the Historic Downtown with the below differences:
- Limit pick up / drop off times to 7 a.m. - 10 p.m.
  - Do not begin service activities until 7 a.m. on weekdays and 8:00 a.m. on Saturdays. Do not allow service activities on Sunday.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Stormwater Management

Provide adequate stormwater management facilities for new developments within the Historic Downtown. Design the facilities that comply with Lake County Stormwater Management Regulations while following the basic principles listed below:

- Minimizes impervious surfaces and eliminate as much impervious surface as possible by installing vegetated roofs or pervious surfaces.
- Locate buildings, roads, and parking away from natural resource areas and soils that infiltrate well.
- Retain native vegetation and trees where possible.
- Preserve native soil where possible.
- Utilize existing topography and plant material of a site to slow, store, and infiltrate stormwater.
- Protect natural drainage features.
- Utilize Best Management Practices (BMP) such as bioretention, bioswales, or permeable pavement to help decrease the size of stormwater ponds.
- Design detentions areas to be natural in form and planting. Incorporate curvilinear edges and appropriate native plantings wherever possible. Use taller plant material within detention area buffer plantings that are located adjacent to residences.



Use native plantings in parking islands for stormwater management.



Use bioswales in planting islands to help filter parking lot run-off.

### Business District

#### Stormwater Management

Provide adequate stormwater management facilities for new developments within the Business District. Follow the guidelines listed for the Historic Downtown.



Use bioswales in planting islands to help filter parking lot run-off.



Incorporate natural forms and plant materials into the design of detention areas.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Long Grove Style

##### Architecture

Follow the requirements set forth in the Long Grove Municipal Code, 7-2-4, Long Grove Style, to the greatest extent possible, except as listed below.

- Emphasize street corners with signature architectural design.
- Vary the architectural styles of contiguous buildings to reflect the eclectic feel of the existing buildings in the Historic Business District.
- Emphasize the distinction between fronts, sides, and backs of the buildings with architectural design elements and / or building materials.
- Incorporate the mass, dimension, scale, materials, facade articulation, roof lines, and overall character of the Historic Downtown into the architectural design of new structures.
- Provide entrances at ground level and insure barrier-free access to building.



Emphasize the distinction between fronts, sides, and backs of buildings with architectural design elements and / or building materials.

##### Roofs and Facades

- Design buildings facades with a base, middle, and top.
- Subdivide large facades vertically with windows, columns, or other architectural features.
- Thoughtfully integrate ornamentation into the overall building design.
- Use dormers, skylights, and clerestories to enliven the appearance of roofs.
- Do not use false facades or false roof lines.
- Do not use mansard roofs.
- Do not use vinyl or metal sidings.
- Develop a rhythm of design elements, such as alternating windows, to create interest in the building's facade.
- Incorporate widows in front building facade to highlight retail or commercial spaces.



Design building façades with a base, middle, and top.

##### Building Material

- Use high quality, long lasting building materials (preferred primary building materials include stone, brick, and wood).
- The following materials are considered inappropriate for the Historic Downtown: Concrete block, concrete masonry units, corrugated fiberglass, imitation rock work, and mirror or metallized reflective glass.
- Select masonry colors which are compatible with adjacent structures.
- Use building materials with warm colors. Trim colors should be contrasting but compatible with the building's color.



Use high quality, long lasting building materials.

### Business District

#### Long Grove Style

##### Architecture

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Complement the architectural style of existing buildings within the Historic Downtown (complementary styles are not limited to Victorian or Greek Revival).



Use architectural design elements that harmonize with the classical styles of existing buildings in the Business District.

##### Roofs and Facades

Follow the design recommendations listed for the Historic Downtown with the below additions:

- Allow flat roofs in conjunction with gently sloped roofs for office and commercial buildings if the roofs are well designed.
- Use overhanging roofs wherever possible.
- Use green roofs wherever possible.



Subdivide large façades vertically with windows, columns, or other architectural features.

##### Building Material

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Decorative concrete masonry units are allowed in the Business District within service areas and / or at the rear of the building, hidden from street views.



Use high quality, long lasting building materials.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Lighting

**Parking Lot Lighting** Follow the requirements set forth in the Long Grove Municipal Code, 5-9-9, Exterior Lighting, to the greatest extent possible, except as listed below.

- Parking lot lighting should be adequate to ensure pedestrian and vehicular safety and be activated by a photocell. Full public illumination is expected until midnight each day.
- Use dark sky friendly lighting.
- Design and orient lighting as not to reflect or shine on adjacent properties. Provide a cut-off lens adjacent to residential properties to ensure that light is directed on site.
- Parking lot lighting must be design as to not call attention to the parking lot.
- Organize, articulate, and enhance the lighting to reinforce the downtown structure. Poles should be located in planter islands and perimeter landscape areas.
- Remove and replace existing non-conforming units.
- Perimeter poles must be set back a minimum of 2 feet from back of curb.
- Parking lots shall have lighting levels in accordance with the latest edition of the Illumination Engineering Society (IES) Lighting Handbook.
- See Section 2 for specific public lighting requirements.



Box shaped light fixture is preferred for parking lot lighting in the Historic Downtown.

**Pole and Fixture Color:** Black or Dark Brown  
**Lantern:** Dark Sky Friendly  
**Pole:** Decorative Concrete or Metal  
**Preferred Height:** 25 feet

**Pedestrian Lights**

- Light poles are required to be setback at least 2 feet from walkways.
- Use dark sky friendly lighting.
- Use white light in pedestrian areas.
- Lighted bollards and other landscape lighting may be placed along pedestrian walkways and within the landscape.
- Bollards must be located at least 1 foot from pedestrian walkways.
- Cut-off reflective lenses are recommended to direct light onto walkways.
- Parking lots shall have lighting levels in accordance with the latest edition of the Illumination Engineering Society (IES) Lighting Handbook.
- See Section 2 for specific public lighting requirements.



Traditional style fixture is preferred for pedestrian lighting in the Historic Downtown.

**Pole and Fixture Color:** Black or Dark Brown  
**Lantern:** Dark Sky Friendly  
**Pole:** Decorative Concrete or Metal  
**Height:** 10-16 feet

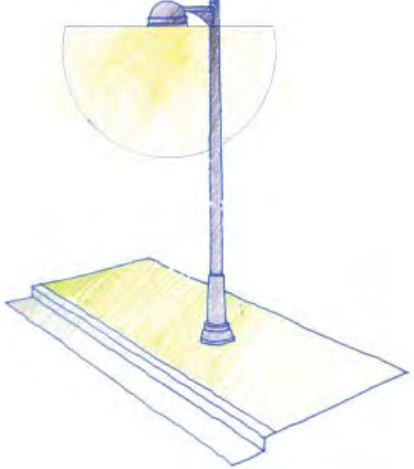
**Architectural and Seasonal Lighting**

- Major entry ways should be carefully illuminated.
- Illumination should highlight the entry with soft, controlled light.
- Building illumination is only allowed in the Historic Downtown.
- Seasonal lighting is encouraged to be placed and maintained on buildings and landscaping. Seasonal lighting is allowed between November 1 and February 1.
- Roof outlining in white lights is allowed year round. Burned out bulbs must be changed in a timely manner.

### Business District

#### Lighting

**Parking Lot Lighting** Follow the design recommendations listed for the Historic Downtown.



Dark sky light fixtures are designed to direct lamp light downward and outward where it is useful rather than upward.

**Pedestrian Lights** Follow the design recommendations listed for the Historic Downtown with the below addition:

- Install pedestrian lights along primary vehicular circulation routes.
- Color:** Black  
**Lantern:** Traditional Style, with swan style neck  
**Pole Material:** Metal  
**Height:** 12-16 feet  
**Accessories:** Hanging Baskets or Banner Arms



Traditional fixture with swan style neck is preferred for pedestrian lighting in the Business District.

**Architectural and Seasonal Lighting** Follow the design recommendations listed for the Historic Downtown.



# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Site Furnishings

- Site furnishings in private areas should closely resemble chosen amenities for public areas. See Section 2 for furnishings chosen for public improvements.
- When redevelopment projects disturb existing, non-compliant site furnishings, these items should be replaced.
- Developments should place benches, trash / ash receptacles, lights, bike racks, and other site furnishings in locations where they will be easily accessible to patrons, employees, and visitors.
- Materials should reflect the style of other Village furniture and be high quality.
- Maintenance and cost effectiveness are influenced by durability and construction quality.



Existing stone bench in the Historic Downtown.

#### Benches

- Benches should be located near building entrances, adjacent to walkways, and through out any open space.
  - Benches should be securely mounted to minimize theft and vandalism.
  - Bench selection will be approved by the Village of Long Grove.
  - When redevelopment projects disturb existing site furnishings, those items should be replaced with approved equals.
  - Colors and materials should complement Historic Downtown architecture and landscape
- Length:** Should be long enough to accommodate 2 to 3 people comfortably.



Custom benches, such as this, are encourage but must complement the Historic Downtown's architecture and landscape.

#### Trash / Recycling / Ash Receptacle

- Receptacles should be spaced throughout the right-of-way, placing additional receptacles near restaurants and other areas of heavy pedestrian use.
- Color:** Black  
**Material:** Metal



Manufacturer: DuMor  
Model: Receptacle 102



Manufacturer: DuMor  
Model: Ash Urn 123

#### Mailboxes

- Mailboxes located within the Historic Downtown shall be located within the right-of-way.
  - Custom mailboxes may also be installed and must reflect the character of Historic Long Grove.
  - Custom Mailboxes must be approved by the Village of Long Grove Architectural Board and be compliant with any United States Postal Service requirements.
- Color:** Black  
**Material:** Metal



Example of desirable group mailbox styles for the Historic Downtown.

### Business District

#### Site Furnishings

- Follow the design recommendations listed for the Historic Downtown with the below addition:
- Site furnishings must complement the development's architectural character.

#### Benches

- Follow the design recommendations listed for the Historic Downtown with the below additions:
- Benches should be located in pedestrian areas.
  - Benches may be constructed of recycled material.
- Color:** Black  
**Material:** Metal



Benches may be constructed of recycled material.

#### Trash / Recycling / Ash Receptacle

- Follow the design recommendations listed for the Historic Downtown with the below addition:
- Receptacles may be constructed of recycled material.



Receptacles may be constructed of recycled material.

#### Mailboxes

- Follow the design recommendations listed for the Historic Downtown with the below additions:
- Mailboxes for large commercial development shall be incorporated within the commercial building.
  - If residential housing utilizes a gang box, it must follow the below requirements.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

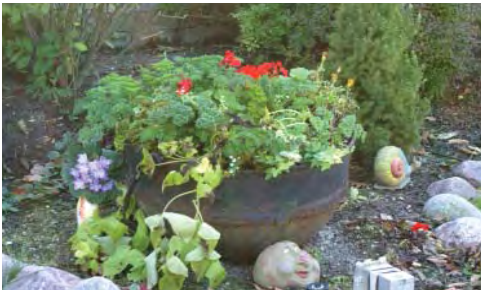
### Historic Downtown

#### Site Furnishings

- Bicycle Racks**
- Bicycle racks may be placed adjacent to benches or building entrances.
  - A simple design having little visual impact is preferred.
  - Bicycle racks must be permanently secured to the ground.
- Color:** Black or Dark Brown  
**Material:** Metal



- Planters**
- Planters should be located adjacent to the public sidewalks in areas that are not conducive to in-ground planting.
  - Hanging planters shall also be placed on street / pedestrian lights within the right-of-way, adjacent to the street.
  - Wood planters are prohibited.
- Color:** Complement architecture  
**Material:** Clay, concrete, metal or approved equal



Similar to this metal pot, unique, durable, and high quality planters are encourage to be placed adjacent to businesses.

- Unique Site Amenities**
- Unique site amenities are encourage to be placed in the Historic Downtown.



Unique elements may be permanent or seasonal.

### Business District

#### Site Furnishings

- Bicycle Racks**
- Follow the design recommendations listed for the Historic Downtown with the below additions:
- Bicycle racks should be spaced throughout the right-of-way, placed adjacent to benches and building entrances.
  - Style should match the development's theme and architecture.
- Color:** Black  
**Material:** Per manufactures regulations



- Planters**
- Follow the design recommendations listed for the Historic Downtown.

- Unique Site Amenities**
- Follow the design recommendations listed for the Historic Downtown with the below addition:
- Unique site amenities are encourage but not required in the Business District.

# Planning and Design Guidelines

## Private Improvements, *continued*

### Historic Downtown

#### Site Furnishings

##### Fencing

- Fencing shall be used in the Historic Downtown for either decorative or screening purposes.
- Decorative fencing should be “open” fencing and may be located along the front and side yard property lines.
- Screening fencing is only allowed around refuse containers.

**Color:** White, natural wood, or black metal

**Material:** Wood or Metal

**Decorative Height:** Varies

**Screening Height:** Maximum: 8 feet



Decorative planter fencing



Existing white picket fencing



Wood screening fencing



Existing post and chain

##### Decorative and Retaining Walls

- All walls should be level, with the height of the wall varying according to the grade changes.

**Color:** Complementary to building architecture and landscape.

**Material:** Brick, stone, or other natural material



Existing brick bridge and walls



Existing brick walls



Brick retaining wall



Brick retaining wall

##### Outdoor Dining

Follow the requirements set forth in the Long Grove Municipal Code, 5-4-5, Special Uses, to the greatest extent possible, except as listed below.

- Metal fencing shall be placed to define the edges of the outdoor dining space. Fencing must have a minimum of 50% of it's railing or top of fence covered with planter boxes. Planter boxes must include plant material throughout the growing season.
- The location and arrangement of the dining areas must not impede pedestrian or traffic flow or block the access to and from the building.
- All outdoor furnishings shall be constructed of high quality material and must allow for easy removal during the winter months or if required by the Village.
- No advertising or promotional features are allowed in outdoor dining areas.



Existing table and chairs

**Table and Chairs**

**Color and Style:** Complementary to existing site

**Material:** Metal

**Optional Accessories:** Umbrellas

### Business District

#### Site Furnishings

##### Fencing

Follow the design recommendations listed for the Historic Downtown with the below additions:

- Screening fencing is only allowed along the rear property line or to screen businesses from residential uses.

**Screening Height:** Maximum: 8 feet



Wood screening fencing



Wood screening fencing



Metal screening fencing

##### Decorative and Retaining Walls

Follow the design recommendations listed for the Historic Downtown with the below addition:

- Decorative modular wall is allowed but must complement building architecture and landscape.



Brick retaining wall



Stone retaining wall



Modular block retaining wall

##### Outdoor Dining

Follow the design recommendations listed for the Historic Downtown with the below additions:

**Table and Chairs**

**Color and Style:** Black and complementary to site

**Material:** Metal

**Optional Accessories:** Umbrellas



# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Signage Regulations

**Signs** Signs shall follow the requirements set forth in the Long Grove Municipal Code, 5-9-5, Signs, to the greatest extent possible, except as listed below.

**General Requirements**

- Signs must reflect the historic and eclectic feel of the Long Grove Historic Downtown and be integrated within the landscaping and architecture whenever possible.
- Creative and unique signs are encouraged.
- Signs may not be internally illuminated.
- Recommended signs can be illuminated with architecturally appropriate fixtures including goose-neck style, carriage style, ground sign up lighting, or other fixtures designed to be hidden from view.

**Placement**

- No sign shall be placed more than 12 feet above finished grade at the main entrance of the building.
- Signs must be placed adjacent to the destination they are intended to serve.
- Window signs area allowed but are to cover no more than 20% of the total window space.

**Colors**

- A darker background with lighter lettering is encouraged.
- Use body colors for awnings and canopies that blend with the building facade.

**Materials**

- Signs should be simple and constructed of high quality materials.
- Signs must be durable, vandal resistant, and designed for easy maintenance.
- Suggested materials include painted wood, metal, and stone.
- No particle board or plastic is allowed.
- Highly reflective metallic signs are not permitted.

**Content**

- Signs shall be limited to the business name and a maximum of five additional words describing the products or services.
- Signs may not include an email, web, address, or phone number of the business.
- A graphic or symbol may be included on the sign given it is complementary to the overall design of the sign.

**Temporary Signs**

- Temporary signs must comply with Section 5-9-3 of the Long Grove Municipal Code.
- Hand lettered or temporary ground stake signs are prohibited.
- Daily retail “specials” signs or sandwich board are not allowed to be placed within the right-of-way.



### Business District

#### Signage Regulations

**Signs** Follow the design recommendations listed for the Historic Downtown with the below differences.

**General Requirements**

- Use low-profile signs, which are compatible with the architecture of the building.
- Signage should provide information and direction to direct people without confusion or delay.

**Placement**

- Wall signs should be integrated into the facade of the building or landscape design.

**Materials**

- Materials should complement architecture of the building.

**IL Route 83 Monument Signage**

- Use low-profile signs, which are compatible with the building architecture and site for all uses.
- Retail, office, service, and entertainment signage should be designed as monument signage.
- Each development may not have more than one monument sign.
- One sign per outlot is allowed. Ground signs of all outlots must not be more than 8 feet tall, measured from the final grade to the top of the sign.
- Ground signs for development must not be taller than 15 feet, measured from the final grade to the top of the sign.

**Lighting**

- Illuminated signs should only light the letters of the sign, not the background.
- Signs can be internally illuminated.

