Village of Mokena

Site Plan & Architectural Review Guide

Revised 2017

Community Development Department
Phone (708) 479-3930 ♦ Fax (708) 479-1137
www.mokena.org
communitydevelopment@mokena.org

Table of Contents

Other important documents available at the Community Development Department, or on our website:
- Comprehensive Land Use Plan
- Master Transportation Plan
- Subdivision Regulations
- Public Improvements Specification Manual
- Zoning Ordinance
- Zoning Map

Part I – Introduction

The Architectural and Site Plan Review Design Guidelines are designed to assist owners and developers of commercial, office, industrial, and other properties in the Village of Mokena. These guidelines are designed to benefit businesses by establishing a quality environment, which will provide long term benefits of a well-planned development.

The guidelines are not meant to overburden potential development, but to set a consistent standard of architectural and site design to ensure the long term compatibility of businesses and industrial facilities within Mokena's business parks and commercial areas.

The guidelines emphasize environmental compatibility and aesthetically pleasing building and site design. The criteria will be based upon zoning code and comprehensive plan compliance, as well as the overall aesthetics of the design, sound engineering practice, proper landscape design, and site accessibility by fire department vehicles.

These guidelines are intended to be followed in conjunction with other policies and regulations from other Village Departments. They are not to be construed as to reduce or lessen the requirements of other regulations. Please refer to the attached chapters of the Comprehensive Plan for additional guidelines.

The Site Plan Review Committee was established in 1996. The intent of the Committee was to supplement the review and administrative procedures, which are carried out under other Village codes and ordinances. The Site Plan Review process is intended to help ensure that newly developed properties or redevelopment properties are compatible with the adjacent development, and that safety, traffic, over-crowding, and environmental problems are minimized to the extent possible. Members include a licensed Architect, Engineer, Planning Commissioner, Fire Department Representative, and Community Affairs Commission Representative.

In 2002, the Architectural Review sub-Committee was formed to further promote and effectuate the design and development guidelines established in the Village Comprehensive Plan, and to further enhance the value of property in the Village. Members include a licensed Architect, a landscape Architect, and an Engineer.

In 2007, two categories for development projects was created. Category A, which includes minor modifications to buildings or sites of less than 15%; and Category B, which includes all other development proposals. In addition, for Category B projects, the Village Board provides final approval for site plans, landscape plans, and building elevations. The Village Board wishes to promote and effectuate the design and development guidelines established by the Village Comprehensive Plan, and to further enhance the value of property within the Village.

When your project is ready for Staff Review, please submit the following items:

_____ Site Plan Review Application

_____ $200 review Fee

_____ Ten (10) copies of the following (as may be applicable):

[__] Site Plan

[__] Landscape Plan

[__] Outdoor lighting fixture product data ("cut sheets")

[__] Lighting photometrics

[__] Building elevations

[__] Color renderings

[__] Color pictures of existing buildings on adjacent properties

When Staff has determined that your project is ready to proceed to the Site Plan and Architectural Review Committee, twenty-five (25) copies of the following revised plans are required:

[__] Site Plan

[__] Landscape Plan

[__] Outdoor lighting fixture product data ("cut sheets")

[__] Lighting photometrics

[__] Building elevations

[__] Color renderings

[__] Color pictures of existing buildings on adjacent properties

[__] CD or e-mail version of the project depicting the site plan and building elevations

[__] Color renderings

Village Staff would be pleased to meet with prospective purchasers of property, property owners, and developers to review proposed site development plans in relationship to their compliance to zoning requirements and these guidelines to facilitate site plan approval.

Community Development
11004 Carpenter Street
Mokena, IL 60448
Telephone: (708) 479-3930
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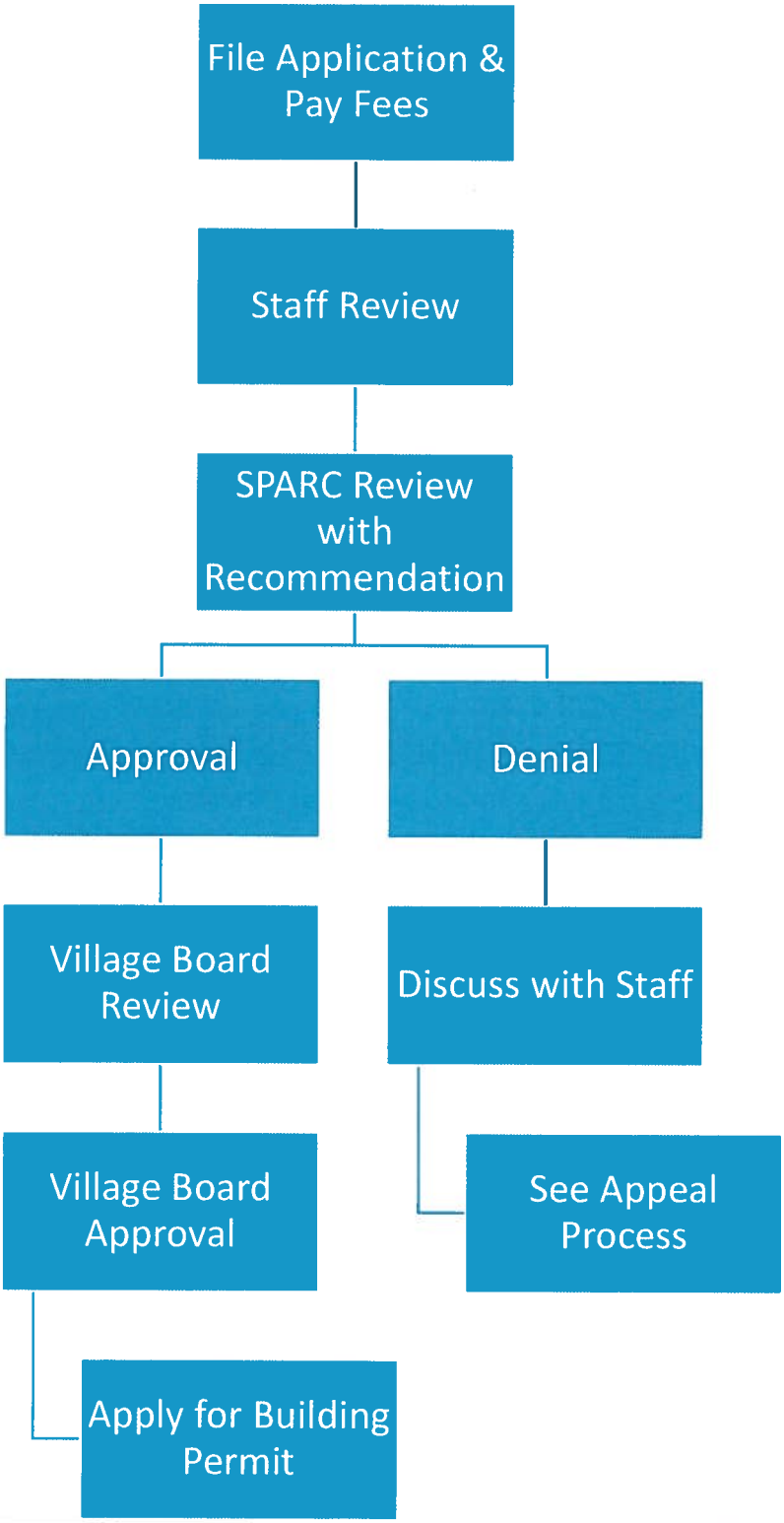
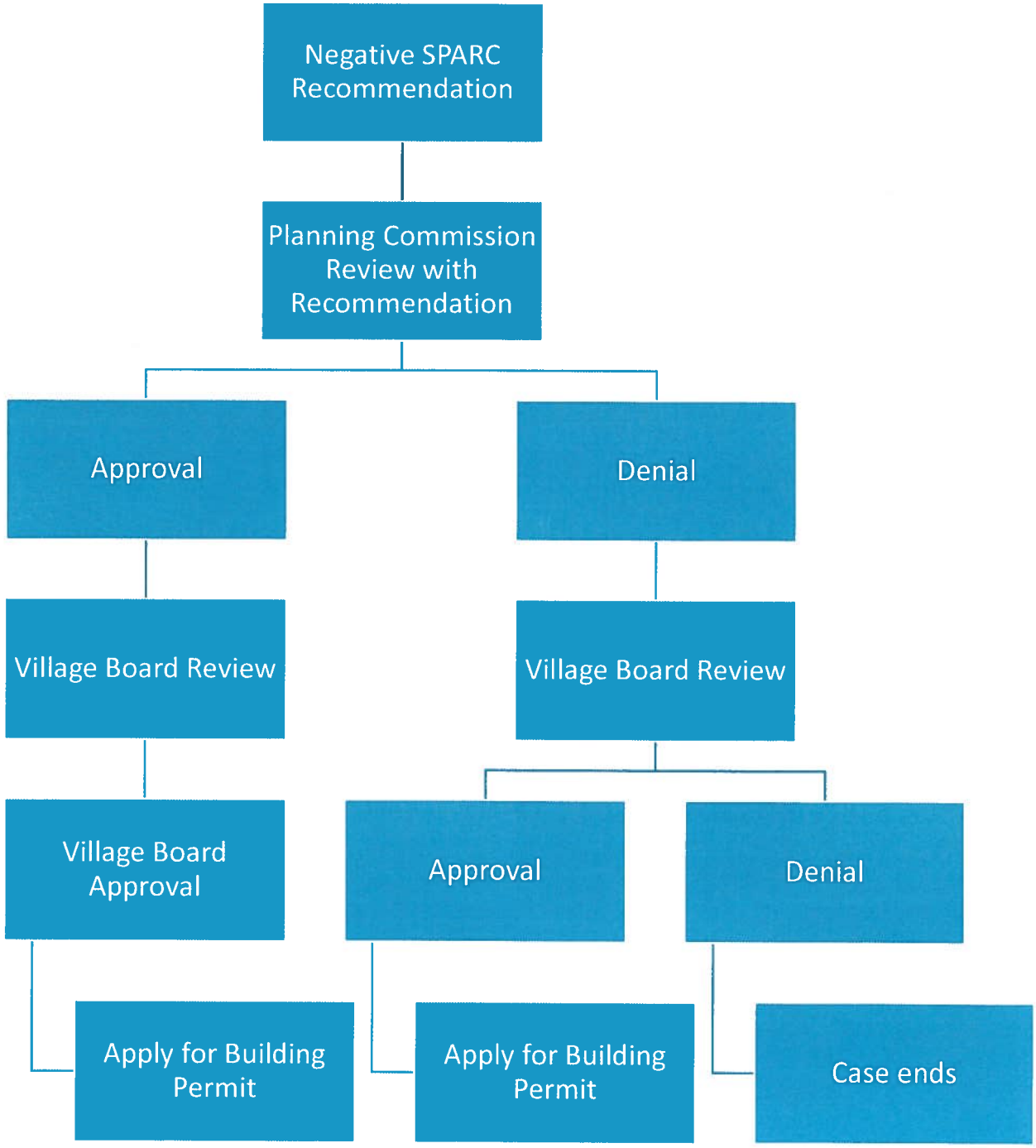
Part II – Processes

Approval Process



Appeal Process



Part III – Architecture

The Village of Mokena requires that 100% of commercial, office, and industrial buildings be constructed of a masonry product. This includes - but is not limited to - face brick, pre-cast concrete, and architectural imprinted pre-cast concrete.

Every building design shall have a dominant image of well detailed, well-proportioned style. The character, style, materials, and scale of buildings should be comparable with surrounding buildings. Buildings with monolithic appearances are generally discouraged, unless design excellence is evident. Articulation of the façades and the incorporation of details which create a rhythm, such as changes in texture and architecture, will provide relief in some situations.

Special concern should be placed on the relationship between the office portion and the plant/warehouse portion of industrial buildings. Windows should be generously incorporated on each side of the building, and have a significant appearance in the elevation design.

Exterior materials and colors should be aesthetically pleasing, of a high quality, and compatible with materials and colors of nearby structures. Compatibility of building materials and color is desired throughout a development.

Roof mounted service equipment should be screened from view. Screening used should ensure the roofscape is an integral part of the design with respect to form, materials, and color. Special consideration should be given to those areas where the roof can be seen from adjacent overviews.

Above all, buildings should have features and patterns that provide visual interest at the scale of the pedestrian, which reduces apparent mass and that relate to local architectural character.

Wall-mounted light fixtures must be 90 degrees to the building, and non-adjustable.

Part IV – Site Plan Design

The site plan shall recognize and relate to adjacent streets and developments. The site plan should include the location and dimension of the building footprint, driveways, parking lots, landscape islands, dumpster enclosure locations, easements, and parking lot lighting locations.

Chapter 1 – Setbacks

The following building minimum standards must be observed for commercial and industrial buildings:

Development Standard	**Commercial Districts**				
	C1	C1-A	C-2	C-3	C-4
Min. Lot Size	12,000 sq. ft.	1 acre	3 acres	10 acres	5,000 sq. ft.
Min. Lot Frontage	80 feet	125 feet	150 feet	300 feet	50 feet
Yards					
Front	30 feet	30 feet	30 feet	50 feet	See Zoning Official
Side	5 feet	5 feet	5 feet	10 feet	See Zoning Official
Rear	30 feet	30 feet	30 feet	50 feet	10 feet
Max. Height	35 feet	35 feet	50 feet	50 feet	35 feet
F.A.R	1.0	1.0	.35	.35	2.0

Development Standard	**Industrial Districts**		
	I-1	I-2	I-3
Min. Lot Size	20,000 sq. ft.	40,000 sq. ft	5 acres
Min. Lot Width	80 feet	100 feet	165 feet
Yards			
Front	30 feet	30 feet	50 feet
Side	15 feet	20 feet	30 feet
Rear	35 feet	30 feet	40 feet
Max. Height	35 feet	35 feet	35 feet
F.A.R	40%	40%	40%

Chapter 2 – Parking

- Driveways and parking lot aisles should have a minimum width of twenty-four (24) feet.
- Parking lot aisles should have approximately one landscape island per twelve (12) parking spaces.
- Parking spaces should be a minimum of nine (9) feet wide and twenty (20) feet in length.
- Handicap parking spaces shall be a minimum of sixteen (16) feet wide and twenty (20) feet in length.
- Handicap parking spaces shall be located in close proximity to the most accessible entrance of the building.
- Cross access easements are regularly required between adjacent properties and shall be utilized whenever possible.

Chapter 3 – Loading Areas

- No loading area shall be located within a required front yard.
- Loading areas shall be at least twelve (12) feet wide by at least forty (40) feet in length, exclusive of aisle and maneuvering space and shall have a vertical clearance of at least fifteen (15) feet.
- Overhead doors, if possible, should be located on the sides and rear elevations.

Chapter 4 – Lighting

- Indicate on the site plan the locations of all proposed light poles.
- Generally, the height of parking lot light poles shall not be greater than the building height.
- Provide cut sheets of proposed light poles.
- Provide photometric plan for review.
- Consideration should be given to adjacent developed properties for complimentary appearance

Chapter 5 – Dumpster Enclosure

- No refuse container shall be located between any principal structure and either its front or corner side lot line.
- Clearly indicate the dumpster enclosure location as well as building materials on the site plan.
- Refuse containers shall be screened on all sides by a solid PVC fence or masonry material (excluding cinder block) to a height of not less than six feet nor greater than eight feet.

Part V – Landscape Design

The quality of site landscaping is a major consideration in a quality business park. Landscape plans should be related to those proposed on adjacent lots. Landscape materials and colors which are compatible with, and which enhance the park-like environment of the business/industrial park should be selected.

General Landscaping

Priority shall be given to landscaping in the following areas:

- Entrances to the site
- Street
- Front yards
- Buffers between sites
- Foundation landscaping (10' deep)
- Parking areas
- Dumpster enclosure areas

Chapter 6 – Requirements

The minimum acceptable landscape requirements include the following:

- Properties under three (3) acres are required to have a landscape yard of not less than five (5) feet in width.
- Properties more than three (3) acres in size are required to have a landscape yard not less than 15 (15) feet in width.
- Right-of-way trees every forty (40) feet.
- Perimeter lot trees every fifty (50) feet (on each property line).
- 5% of the parking lot area shall be dedicated to landscaping.
- Ten (10) feet of foundation landscaping on all four (4) sides of the building. The Zoning Official may authorize the relocation of landscaping for loading areas.
- Where a parking lot is across the street or abuts a nonresidential use, landscaping shall be provided across 50% of that portion of the parking lot. Shrubs must be a minimum of three (3) feet in height at the time of planting.
- Landscape islands are required to be a minimum of 108 square feet in area and a minimum of six (6) feet in width.
- When a commercial or industrial use abuts a residential use, stricter landscape requirements must be met.

Further design criteria include:

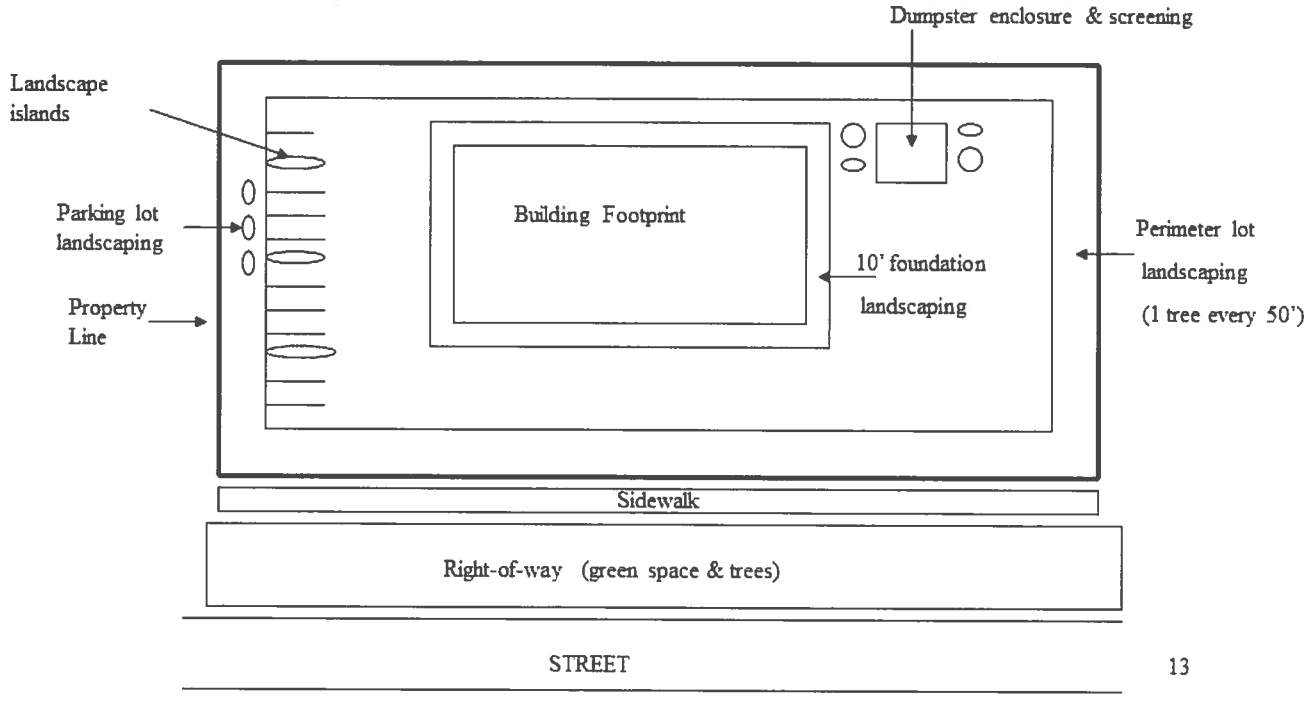
- Scale and nature of landscaping materials should be appropriate to the size of the structure. Larger scaled plants should generally complement large scaled buildings.
- Evergreens shall be incorporated into the landscape treatment of a site, particularly in those areas screening parking lots from dedicated public right-of-way or property zoned for residential use.

- Shade trees shall have a minimum trunk size of 2 ½ inches in diameter measured six (6) inches from the base of the tree.
- Ornamental trees shall be incorporated into the landscape plan. These trees may be single or multiple trunk specimens providing screening and seasonal interest such as fruit and flowers.
- Detention and retention ponds shall have shrubs and trees around the perimeter of the basin.
- The use of berms is encouraged whenever possible.

Chapter 7 – Materials

All landscape materials shall be maintained in good condition to present a healthy, neat, and orderly appearance. Plant material not in good condition shall be replaced when necessary as determined by the Zoning Official.

Typical Components of Landscape Plans



Foundation Landscaping Examples

Trees are proportionate to height of building.

VIEW FROM NORTHEAST

VIEW FROM NORTHWEST

VIEW FROM SOUTHEAST

VIEW FROM SOUTHWEST

Village of Mokena

Site Plan & Architectural Review Application

Please fill out application completely. Missing information may delay the approval of your application. For more information, or if you have any questions, please contact Community Development at (708) 479-3930.

Applicant(s)	Property Owner(s)
Name: _____	Name: _____
Address: _____	Address: _____
C/S/Z: _____	C/S/Z: _____
Phone (__ __ __) __ __ __ - __ __ __ __	Phone (__ __ __) __ __ __ - __ __ __ __
Fax (__ __ __) __ __ __ - __ __ __ __	Fax (__ __ __) __ __ __ - __ __ __ __
e-mail: _____	e-mail: _____
Architect	**Engineer**
Name: _____	Name: _____
Address: _____	Address: _____
C/S/Z: _____	C/S/Z: _____
Phone (__ __ __) __ __ __ - __ __ __ __	Phone (__ __ __) __ __ __ - __ __ __ __
Fax (__ __ __) __ __ __ - __ __ __ __	Fax (__ __ __) __ __ __ - __ __ __ __
e-mail: _____	e-mail: _____
Landscape Designer	
Name: _____	
Address: _____	
C/S/Z: _____	
Phone (__ __ __) __ __ __ - __ __ __ __	
Fax (__ __ __) __ __ __ - __ __ __ __	
e-mail: _____	

Property/Site Information

1. Common address or location of subject property: _____
   _____
2. Permanent Index Number (located on tax bill): _____
3. Parcel Size (sq. ft. or acres): _____
4. Zoning: _____
5. Floor Area Ratio: _____
6. Number of Parking Spaces: Existing - _____ Proposed - _____

Site Plan & Architectural Review Application (continued)

Explain the project in detail. Attach a separate piece of paper if needed.

_____

_____

_____

_____

_____

_____

_____

_____

_____

I hereby certify that all information contained in this application and accompanying documentation is true and correct to the best of my knowledge. I further certify that I have read, understand and agree to pay all required applicable fees including, but not limited to, legal fees and consultant fees incurred by the Village to process this land use application.

Applicant Signature: _____ Date: ____/____/____

Printed Name: _____

Its: _____

Co-Applicant Signature: _____ Date: ____/____/____

Printed Name: _____

Its: _____

Any questions regarding the Site Plan/Architectural Review Process, submittal requirements, or fees related to the processing of this application should be directed to the Community Development Department at (708) 479-3930.

Village of Mokena

Disclosure

Site Plan/Architectural Review Committee

The following statement must be signed and submitted as part of the Site Plan and Architectural Review Committee Application.

I, _____ (print your name), agree to the following:

1. All building-mounted and pole lighting must be fixed at ninety (90) degrees, and non-adjustable. The lens of the fixture must not protrude below the fixture box.

2. All downspouts must be tied directly into the Storm Sewers, unless there is five (5) to seven (7) feet of landscaping directly in front of the downspout.

3. The adopted building codes with amendments are attached and will be incorporated into the construction documents.

Signature: _____ Date: ____/____/____

Project Address: _____

Architectural Firm: _____

Petitioner: _____

Village of Mokena

Site Plan/Architectural Review Checklist

The following shall be used by the Village of Mokena as a checklist for items to be included on the Site Plan drawings. Please include these details with the drawings submitted for review.

Task	*Initials*	*Date*
Building Elevation		
Elevation drawings, with proper dimensions included	_____	____/____/____
Color Renderings	_____	____/____/____
Indicate type of proposed materials and colors (samples may be requested)	_____	____/____/____
Indicate all roof top mechanical equipment (location, size, color) and proposed screening	_____	____/____/____
Wall-mounted light fixtures	_____	____/____/____
Building signage (if applicable)	_____	____/____/____
Site Plan		
Building location and dimensions (including future expansion areas, if applicable)	_____	____/____/____
Property dimensions	_____	____/____/____
Driveways, parking, utility easements, and loading areas including all dimensions	_____	____/____/____
Indicate adjacent driveways in relation to subject site	_____	____/____/____
Sidewalks	_____	____/____/____
Ground level mechanical equipment	_____	____/____/____
Parking lot lighting locations, design, and provide a cut sheet	_____	____/____/____
Dumpster enclosure location and proposed building material	_____	____/____/____
Landscape Plan		
Building location and dimensions (including future expansion areas, if applicable)	_____	____/____/____
Property dimensions	_____	____/____/____
Driveways, parking, utility easements, and loading areas	_____	____/____/____
Sidewalks	_____	____/____/____
Ground level mechanical equipment	_____	____/____/____
Parking lot lighting locations	_____	____/____/____
Dumpster enclosure location	_____	____/____/____
Existing trees	_____	____/____/____
Plant list	_____	____/____/____
Right-of-way trees	_____	____/____/____
Perimeter lot trees	_____	____/____/____
Foundation planting	_____	____/____/____
Berms and details	_____	____/____/____
Transitional buffering (if applicable)	_____	____/____/____

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Revised 3/29/2017

CHAPTER VI:
DESIGN AND DEVELOPMENT GUIDELINES

The following Design and Development Guidelines have been established to assist the Village of Mokena, its business owners and potential developers in maintaining a preferred character of the Village as they plan for new development. The purpose of such guidelines is not to dictate a specific development style for the Village, but rather establish a set of design and development standards that should be encouraged.

In order to identify the preferred character, or desirable and undesirable aspects of development within the Village, a Image Preference Survey was employed allowing members of the Mokena community to jointly determine the characteristics of developments that they found most acceptable. The graphics and images used in both the Image Preference Survey and this document were collectively gathered by Village Staff and the Consultant. A wide variety of photographs were taken of various types of development (residential, commercial, industrial), and other design features and natural areas, either within or outside of Mokena, that were considered to be reflective of the quality of development that should be encouraged or discouraged. A select number of the resultant photographs were arranged by the Consultant into a series of slides depicting different types of development designs, related environments, and features, both within and outside of Mokena. These images were then shown to an approximate group of 50 community leaders and residents, who then rated them individually on a sliding scale of "Strongly Dislike" to "Strongly Like." Ratings were tabulated to determine which types of development were most acceptable and unacceptable to all participants.

The design and development guidelines that follow reflect those elements and characteristics of municipal development that citizens of Mokena have determined to reflect the physical quality that should either be encouraged or discouraged throughout the Village.

The Design and Development Guidelines described herein are intended as tools for communicating the design intent for future development, redevelopment, and renovation; they also serve as a tool for evaluating proposals presented to the Village. The overall goal is to ensure quality development that employs sound planning design principles. The successful implementation of these guidelines will reinforce the unique image of Mokena as a distinct and inviting place to live, work, shop, and gather; offering a unique appeal not found in other Villages within the region.

The Design and Development Guidelines are arranged to address the following land uses:

- ❑ Neighborhood Commercial and General Commercial
- ❑ Large-Scale Retail (as permitted under General Commercial)
- ❑ Office and Limited Industrial
- ❑ Office Research / Business Park
- ❑ Multiple-Family / Attached Residential
- ❑ Open Space / Preservation

A section has also been included to address general aspects of development and design within the Village Center subarea. Both residential and commercial uses have been addressed.

❖Neighborhood Commercial & General Commercial

The majority of the Village's current commercial opportunities lie outside of the downtown core, and are located in corridors along major thoroughfares. The type of development that occurs within such corridors is typically auto-oriented in nature. While this auto-oriented style of development is generally less desirable than that which characterizes the downtown core, it is no less significant to the overall economic welfare of the community. Therefore, it is important to strike a balance by ensuring a place for this type of development while establishing standards that make it possible for such development to contribute to, rather than diminish, the overall character of and identity of the Village.

In order to assure this, the following guidelines have been developed and apply to uses classified as Neighborhood Commercial and General Commercial. Such uses are smaller in scale to those associated with large-scale or "big-box" developments and are typically freestanding, single use structures. The guidelines are arranged to address the following:

- ❑ Site Planning Principles
- ❑ Parking and Circulation
- ❑ Landscaping
- ❑ Walls and Fences
- ❑ Screening
- ❑ Architectural Design
- ❑ Signage
- ❑ Lighting

Site Planning Principles

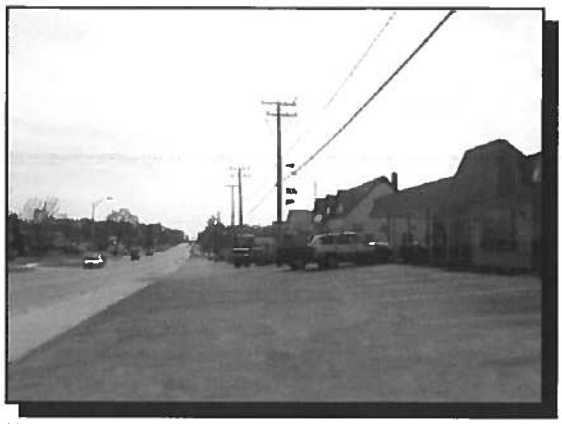
- ❑ Structures shall be sited in a manner that will compliment adjacent buildings. Sites should be developed in a coordinated manner to provide order and diversity.
- ❑ Structures and on-site circulation systems should be located to minimize pedestrian/vehicle conflicts and provide cross-access to adjacent properties.
- ❑ Freestanding singular commercial and service oriented structures should be oriented with their major entry toward the street where access is provided, as well as having their major facade parallel to the street.
- ❑ When it is not possible to locate loading facilities at the rear of the building, loading docks and doors should not dominate the frontage and must be screened from the street. Loading facilities should be offset from driveway entries.

Commercial storefront entries should be oriented towards the principle street frontage. When appropriate, pedestrian amenities should be provided.

- ❑ Open space areas should be clustered into larger, landscaped areas rather than equally distributing them into areas of low impact such as at building peripheries, behind a structure or areas of little impact to the public view that are not required as a land use buffer or as a required yard setback.

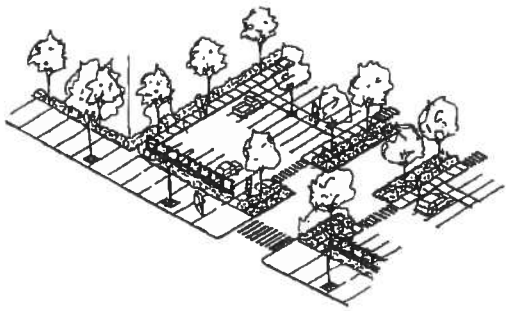
Parking and Circulation

- ❑ When feasible, separate vehicular and pedestrian circulation systems should be provided. Pedestrian linkages between uses in commercial developments should be emphasized.
- ❑ Parking aisles should be separated from vehicle circulation routes whenever possible.
- ❑ Common driveways which provide vehicular access to more than one site are encouraged.
- ❑ Whenever practical, shared parking between adjacent businesses and/or developments is encouraged; to minimize the amount of paved areas.
- ❑ Parking areas should be separated from structures by either a raised concrete walkway or landscaped strip, preferably both. Situations where parking spaces directly abut structures should be avoided.
- ❑ Parking areas must be landscaped, within the interior as well as perimeter areas of the site.
- ❑ Where parking areas are connected, direction of travel and parking bays should be similar to reduce conflict at points of connection.
- ❑ Parking access points, whether located on front or side streets must be located as far as possible from street intersections so that adequate stacking room is provided. The number of access points should be limited to the minimum amount necessary to provide adequate circulation.
- ❑ Parking areas which accommodate a significant number of vehicles should be divided into a series of connected smaller lots, separated by open space medians, islands, and pedestrian walkways.
- ❑ First aisle parking stalls should be set back a sufficient distance from the curb to avoid traffic obstruction.
- ❑ Drive aisle "throats" should be sufficient depth to avoid vehicle stacking into the street.
- ❑ Utilize an opaque wall or landscaping to screen any parking at the entry periphery. A combination of walls, berms, and landscaping material is recommended. Changing the grade of the parking lot from existing street elevations may aid in obscuring views of automobiles while promoting views of architectural elements of the structures beyond.



Example depicting a poor relationship between the buildings and street. Landscaping and greenspace should be used to enhance commercial developments fronting major roads.

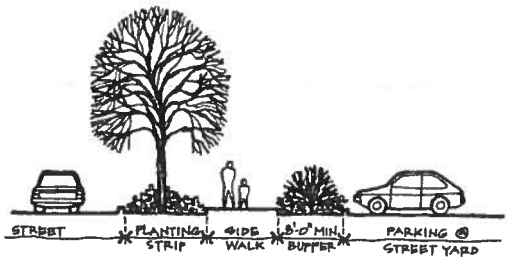
The monotonous image of commercial strip centers, as depicted above, can be improved through the introduction of vertical or horizontal design elements and/or roof articulation.



Use a landscape plan to enhance off-street parking lots.

Landscaping

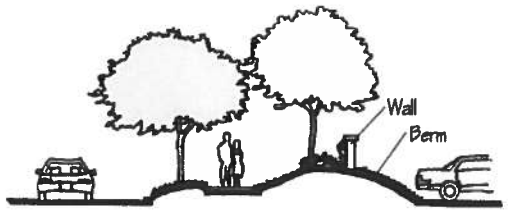
- ❑ Landscaping should define entrances to buildings and parking lots, define the edges of various land uses, provide transition between neighboring properties (buffering), and provide screening for loading and equipment areas.
- ❑ Landscaping should be in scale with adjacent structures and be of appropriate size at maturity to accomplish its intended purpose.
- ❑ Landscaping around the entire base of buildings is recommended to soften the edge between the parking lot and the structure. This should be accented at entrances to provide focus.
- ❑ Trees should be located throughout the parking lot and not simply at the ends of parking aisles.
- ❑ Landscaping should be protected from vehicular and pedestrian encroachment by raised planting surfaces, depressed walks, or the use of curbs.
- ❑ Landscaping should not obstruct visibility at drive aisle intersections.



Graphic example depicting elements of commercial public space.

Walls and Fences

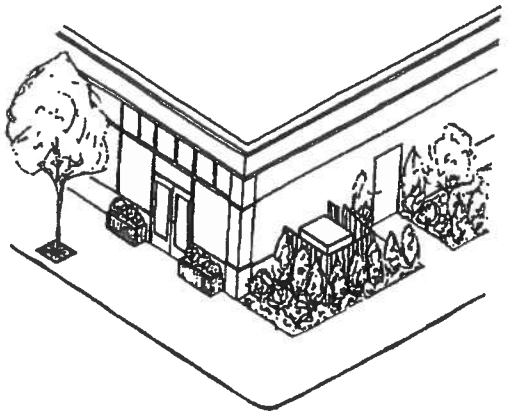
- ❑ If not required for a specific screening, security or separation of incompatible land uses, walls should not be utilized within commercial areas.
- ❑ When used, walls should be designed to blend with the site's architecture. Both sides of all perimeter walls or fences should be architecturally treated. Landscaping should be used in combination with all walls.



The use of walls, berms, and/or landscaping materials are an effective means of screening parking areas from public views.

Screening

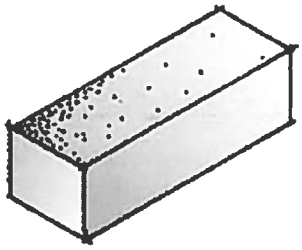
- ❑ When allowed, exterior storage should be confined to portions of the site least visible to public view. Where screening is required, a combination of elements should be used including solid masonry walls, berms, and landscaping.
- ❑ Any equipment, whether on the roof, side of building, or ground, should be screened. The method of screening should be architecturally integrated with the building design in terms of materials, color, shape, and size. Where individual equipment is provided, a continuous screen is desirable.



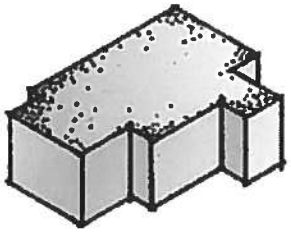
Landscape materials and walls/fences should be used for screening service areas and refuse containers.

Architectural Design

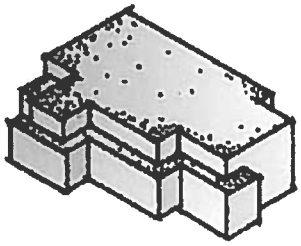
- Heights of structures should relate to adjacent open spaces to allow maximum natural light and ventilation, protection from prevailing winds, enhance public views and minimize obstruction of view from adjoining structures.
- The height and scale of new development should be compatible with that of surrounding development. The development should "transition" from the height of adjacent development to the maximum height of the proposed structure.
- Scale is the relationship between the size of a new structure, and the size of adjoining permanent structures. Large scale building elements will appear imposing if they are situated in a visual environment which is predominantly smaller in scale.
  - Building scale can be reduced through the proper use of window patterns, structural bays, roof overhangs, siding, awnings, moldings, fixtures, and other details.
  - The scale of buildings should be carefully related to adjacent pedestrian areas and other structures.
  - Large dominating structures should be broken up by creating horizontal emphasis through the use of trim; adding awnings, eaves, windows, architectural ornamentation; use of complementary colors; and landscape materials.
- The color palette chosen for new structures should be compatible with the colors of adjacent structures and those established in the area.
- Primary colors should be used to accent elements, such as door and window frames and architectural details.
- Hip or gable roof design of appropriate pitch and scale with no exposed utilities or HVAC units is encouraged.
- The use of quality siding or masonry construction of stone or brick on all exterior walls is encouraged.



Undesirable architectural treatment.



Vertical articulation added.



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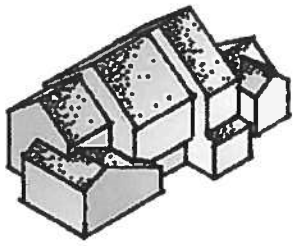


Multi-planed roofs and awnings add desirable articulation.

Signage

All developments should be designed with a precise concept for adequate signage. Provisions for sign placement, sign scale in relationship with the building, and sign readability should be considered in developing the signing concept. All signage should be highly compatible with the building and site design relative to color, material, and placement and should comply with the Village's sign regulations. Low monument signs are encouraged as well as integration with landscaping.

Lighting

- ❑ Lighting should be used to provide illumination for the security and safety of on-site areas such as parking, loading, shipping and receiving, pathways, and work areas.
- ❑ The design of the light fixtures and their structural support should be architecturally compatible with the main buildings on-site. Illuminators should be integrated within the architectural design for the buildings.
- ❑ All building entrances should be well lighted.
- ❑ All lighting should be shielded to confine light spread within the site boundaries.
- ❑ All lighting must comply with the Village's lighting codes and regulations.

❖ Large-Scale Retail (General Commercial)

The guidelines to follow apply to new "large-scale" retail establishments defined to mean a retail establishment or any combination of retail establishments in a single building, occupying more than 25,000 gross square feet of lot area. The guidelines prescribed for large-scale retail developments are arranged to address the following:

- ❑ Architectural Character
- ❑ Color and Materials
- ❑ Relationship to the Surrounding Community
- ❑ Pedestrian Circulation
- ❑ Parking

Large-scale retail developments are typically characterized by large rectangular, single-story buildings with standardized blank facades, enormous parking lots, and the lack of amenities like trees and sidewalks.

Architectural Character

Large-scale retail developments are typically characterized by blank, windowless facades, flat roofs, a lack of architectural detail, with undefined entries. To go beyond the prototypical designs and encourage better architectural design large-scale developments should adhere to the following guidelines:

- ❑ Uninterrupted facade lengths in excess of 100 horizontal feet are not permitted. Faces greater than 100 feet in length must incorporate recesses and projections along at least 20 percent of the length of the facade. Windows, awnings, and arcades, must total at least 60 percent of the facade length abutting a public street.
- ❑ Smaller retail stores that are part of a larger principle building are required to have display windows and separate outside entrances. Such smaller stores are encouraged by the Village.

Variations in roof lines help to reduce scale and add visual interest.

- Greater architectural interest in the principle structure is encouraged. This can be accomplished by directing the use of a repeating pattern of change in color, texture, and material modules. At least one of these elements shall repeat horizontally. All elements shall repeat at intervals of no more than 30 feet, either horizontally or vertically.
- Variations in roof lines are required as a means to reduce the massive scale of these structures and add visual interest. Roofs must have at least two of the following features: parapets concealing flat roofs and rooftop equipment, overhanging eaves, sloped roofs, and three or more roof slope planes.
- Each principle building is required to have a clearly defined, highly visible customer entrance with features such as awnings, canopies or porticos, arcades, wing walls, and integral planters.
- The use of divided windows with decorative window frames and thin profile mullions is encouraged. Window glazing should be non-reflective and make up 75% of small retail store fronts. Window signs should occupy no more than 10% of window openings.
- The use of decorative trim around all windows, doors, roof profile and wall corners is also encouraged.

Use of high quality materials and the integration of landscape design enhance the pedestrian environment.

Color and Materials

Building color and materials are important elements that often dictate the aesthetic and physical quality of the development. In order to assure overall quality in any development, the following requirements must be adhered to:

- Predominant exterior building materials must be of high quality. These include brick, wood, limestone, other native stone, and tinted/textured concrete masonry units. Smooth-faced concrete block, tilt-up concrete panels, or pre-fabricated steel panels are prohibited as the predominant exterior building materials. EFIS should be used principally for building accents or for sign bands.
- False windows and awnings of cloth/canvas material are permitted as long as their use relates to the proposed architectural style. False windows must be consistent with and of the same quality and materials as the other windows.
- Facade colors must be of low reflectance, subtle, neutral, or earth tone colors. The use of high intensity colors, metallic colors, black or flourescent colors is prohibited.
- Building trim may feature brighter colors, but neon tubing is not allowed as an accent material.

Internal pedestrian walkways should incorporate weather protection features such as arcades, awnings, or canopies.

False windows and window awnings are an effective means of minimizing the visual scale of exterior wall surfaces.

Relationship to the Surrounding Community

In order to assure that all large-scale developments relate and interact with the surrounding community and public streets, the following requirements must be met:

- ❑ All facades of a building that are visible from adjoining properties and/or public streets should encourage community integration by featuring characteristics similar to a front facade. This policy is implemented by requiring architectural treatments as discussed above.
- ❑ All sides of a principle building that directly face an abutting public street should feature at least one customer entrance. Where a principle building directly faces more than two abutting public streets, this requirement should apply only to two sides of the building.
- ❑ Where the facade faces adjacent residential uses, an earth berm of at least four (4) feet in height and planted with evergreen trees at intervals of 15 feet on center, or in clusters is required.
- ❑ Loading docks, trash collection, outdoor storage and similar facilities and functions shall be incorporated into the overall design of the building and the landscaping so that the visual and acoustic impacts of these functions are fully contained and out of view from adjacent properties and public streets. Use of screening materials that are different from or inferior to the principle materials of the building and landscape is prohibited.
- ❑ Each retail establishment must contribute to the establishment or enhancement of the community and public spaces by providing community amenities such as a patio/seating area, water feature, clock tower, and pedestrian plaza with benches.

The design integration of such amenities as a clock tower contribute to the enhancement of the community and neighborhood.

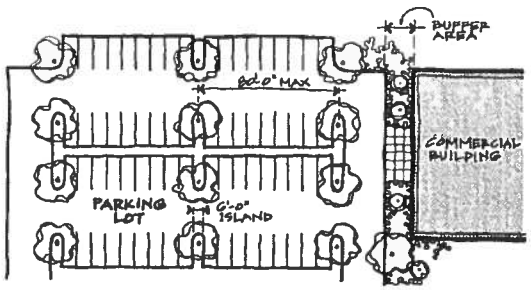
Pedestrian Circulation

With most large-scale retail developments, pedestrians are often overlooked until they enter the establishment. In order to minimize potential conflicts between pedestrian and automobile traffic, making the development more attractive and safer for the pedestrian, the following requirements apply:

- ❑ Sidewalks at least 5 feet in width shall be provided along all sides of the total lot that abut a public street, and a continuous internal pedestrian walkway must be provided from the perimeter public sidewalk to the principle customer entrance. This internal walkway must feature landscaping, benches, and other such materials/features for no less than 50 percent of its length.

Parking areas should incorporate distinguished, identifiable pedestrian walkways to create a more pleasant and safer pedestrian experience.

- ❑ Sidewalks must be provided along the length of any facade abutting public parking areas. Such sidewalks shall be located at least four feet from the facade of the building to provide planting beds for foundation landscaping.
- ❑ Internal pedestrian walkways must provide a weather protection feature such as an awning within 30 feet of all customer entrances.
- ❑ The internal pedestrian walkways must be distinguished from driving surfaces through the use of special pavers, bricks, or scored concrete to enhance pedestrian safety and the attractiveness of the walkways.

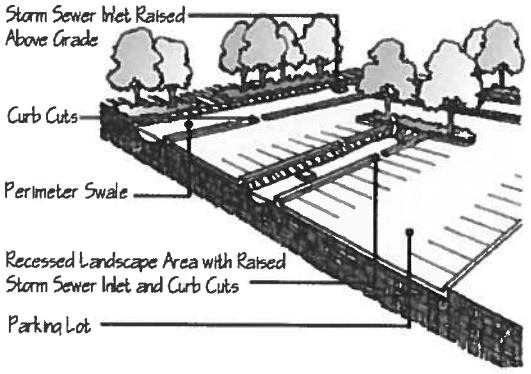


Parking lots should incorporate landscape features to minimize large expanses of pavement.

Parking

In order to minimize large expanses of pavement, parking areas are encouraged to be broken up into modules separated by landscaping and other features.

In order to encourage natural drainage measures, parking lot designs and construction should incorporate the use of drainage swales, vegetated filter strips, and other natural drainage approaches - in contrast to storm sewers, lined channels, and curbs and gutters. Such measures will help to reduce runoff volumes and greatly enhance the removal of damaging pollutants from runoff water. Mokena should strive to maintain the natural drainage system, including natural stream channels, wetlands, and floodplains.



Graphic example depicting parking lot incorporating natural drainage measures such as perimeter swales, raised storm sewer inlets, and recessed landscape areas.

❖ Office and Limited Industrial

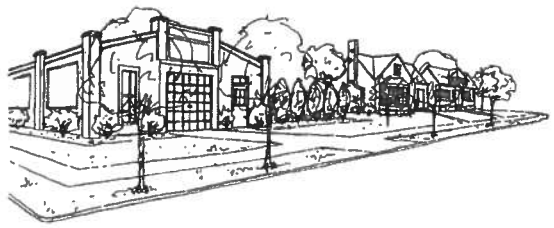
Office and limited industrial facilities can serve as significant employment centers and tax generators for local economies. Given its proximity to major expressways, the Village of Mokena is well positioned to attract and maintain development of this nature.

The following guidelines have been created to ensure that such development only increases the attractiveness of Mokena as a place to live and work. In order to assure that attractive development occurs at the sites delineated for such uses, the following development standards have been devised. As written, they apply to proposed Office and Limited Industrial uses and are arranged to address the following main elements of sound site design:

- ❑ Site Planning Principles
- ❑ Parking and Circulation
- ❑ Loading Facilities
- ❑ Landscaping
- ❑ Walls and Fences
- ❑ Screening
- ❑ Architectural Design
- ❑ Lighting

Site Planning Principles

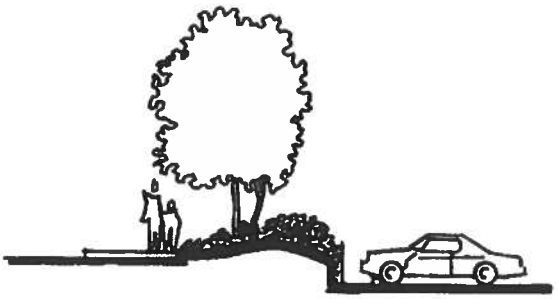
- ❑ A variety of building and parking setbacks should be provided in order to avoid long monotonous building facades and to create diversity.
- ❑ Structures should be located on "landscaped islands," where the office portion of the building does not directly abut paved parking areas. If applicable, a minimum 5 to 7 foot landscape strip should be provided between parking areas and the office portion of a structure.
- ❑ Building setbacks should be provided proportionate to the scale of the structure and in consideration of existing development adjacent to it. Larger structures require more setback area for a balance of scale.
- ❑ Where proposed uses are adjacent to dissimilar or incompatible uses, appropriate buffering techniques such as setbacks, screening and landscaping need to be provided to mitigate any negative effects of such operations.



Site buildings to provide sensitive transition to neighboring, less intensive uses.

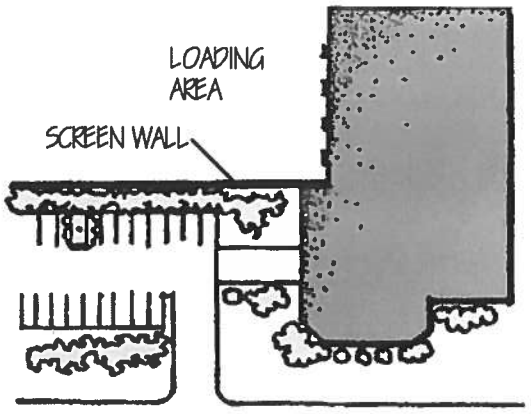
Parking and Circulation

- ❑ The parking lot and cars should not be the dominant visual element of the site. Large expansive paved areas located between the street and the building are to be avoided in favor of smaller multiple lots separated by landscaping and buildings.



Lowering the site elevation is an effective way to screen parking.

- ❑ Site access and internal circulation should be designed in a straight forward manner which emphasizes safety and efficiency. The circulation system should be designed to reduce conflicts between vehicular and pedestrian traffic, combine circulation and access areas where possible, provide adequate maneuvering and stacking areas and consideration for emergency vehicle access. Circulation routes and parking areas should be separated.
- ❑ Entrances and exits to and from parking and loading facilities should be clearly marked with appropriate directional signage where multiple access points are provided.
- ❑ Vehicles should not be required to enter the street in order to move from one area to another on the same site.
- ❑ Parking lots adjacent to and visible from public streets should be adequately screened from view through the use of rolling earth berms, low screen walls, changes in elevation, landscaping or combinations thereof whenever possible.
- ❑ Industrial sites should be self-contained developments capable of accommodating their own parking needs. The use of the public street for parking and staging of trucks should not be permitted.
- ❑ Where feasible, all parking spaces should be visible from the interior of the structures, especially entrances.



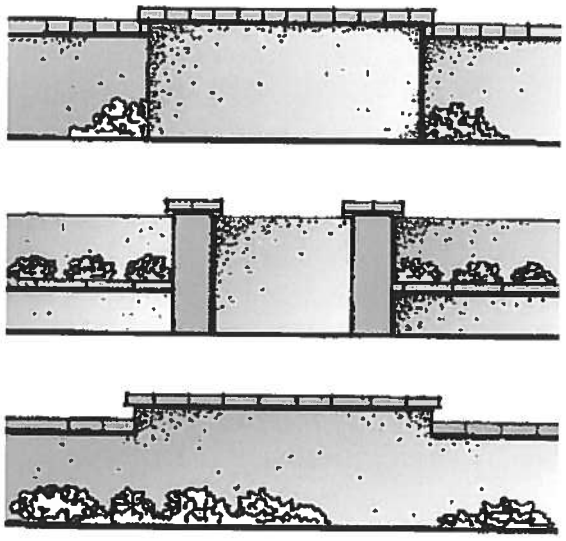
Use of a decorative solid masonry wall is one method of screening loading areas.

Loading Facilities

- ❑ To alleviate the unsightly appearance of loading facilities for industrial uses, these areas should not be located at the front of buildings where it is difficult to adequately screen them from view. Such facilities are more appropriate at the rear of the site where special screening may not be required.
- ❑ When it is not possible to locate loading facilities at the rear of the building, loading docks and doors should not dominate the frontage and should be screened from the street. Furthermore, loading facilities should be offset from driveway openings.
- ❑ Backing from the public street onto the site for loading into front end docks causes unsafe truck maneuvering and should not be utilized.

Landscaping

- ❑ Landscaping should be used to define areas by helping to focus on entrances of buildings; parking lots; defining the edges of various land uses; providing transition between neighboring properties (buffering); and providing screening for outdoor storage, loading, and equipment areas.
- ❑ Landscaping should be in scale with adjacent buildings and be of appropriate size at maturity to accomplish its intended goals.
- ❑ Landscaping around the entire base of buildings is recommended to soften the edge between the parking lot and the structure. This should be accented at entrances to provide focus.
- ❑ Trees should be located throughout the parking lot and not simply at the ends of parking aisles.
- ❑ Landscaping should be protected from vehicular and pedestrian encroachment by raised planting surfaces, depressed walks, or the use of curbs.



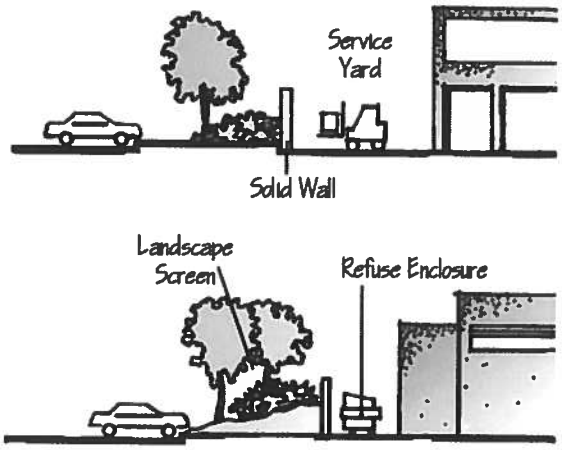
Long expanses of fence or wall surface should be offset and designed to prevent monotony.

Walls and Fences

- ❑ Walls serve as a major function in the industrial landscape and should be used to screen automobiles, loading and storage areas, and utility structures. However, if not required for a specific screening or security purposes, they should not be utilized. The intent is to keep the walls as low as possible while performing their screening and security functions.
- ❑ Where walls are used at property frontages, or screen-walls are used to conceal storage and equipment areas, they should be designed to blend with the sites's architecture. Both sides of all perimeter walls should be architecturally treated. Plant materials should be used in combination with such walls.
- ❑ When security fencing is required, it should be a combination of solid pillars or short solid wall segments and wrought iron grill work.
- ❑ Long expanses of fence or wall surfaces should be offset and architecturally designed to prevent monotony.

Screening

- ❑ Screening for outdoor storage should be determined by the height of the material being screened. Exterior storage should be confined to portions of the site least visible to public view.



Screening should incorporate a combination of elements such as solid walls, berms, and landscaping.

- ❑ Where screening is required, a combination of elements should be used including solid masonry walls, berms, and landscaping.
- ❑ Any equipment, whether on the roof, side of building, or ground, should be screened. The method of screening should be architecturally integrated with the building design in terms of materials, color, shape, and size. Where individual equipment is provided, a continuous screen is desirable.

Articulate street-facing walls with horizontal or vertical building elements to create a clear sense of entry.

Architectural Design

Office and industrial structures often present unattractive and monotonous facades. There area a variety of design techniques which can be utilized to help overcome this situation.

- ❑ Avoid long, "unarticulated" facades. Facades with varied front setbacks are strongly encouraged. Wall planes should not run in continuous direction for more than 50 feet without an offset.
- ❑ Avoid blank front and side wall elevations on street frontages.
- ❑ Building entries should be clearly defined within the architecture of the building.
- ❑ Architectural elements used in the front of the building should be incorporated into all rear and side elevations.
- ❑ Windows and doors are key elements of any structures form, and should relate to the scale of the elevation on which they appear. Windows and doors can establish character by their rhythm and variety. Recessed openings help to provide depth and contrast in elevation planes.
- ❑ The use of the following design elements should be avoided: highly reflective surfaces at the ground level; large blank, unarticulated wall surfaces; exposed, untreated block walls; chain link fence and barbed wire; "stuck on" mansard roofs on small portions of the roofline; materials with high maintenance such as stained wood, shingles, or metal siding.
- ❑ Wall materials should be able to withstand abuse or accidental damage from machinery and vehicles.
- ❑ For all uses, no more than 25% of the front facade should be permitted to have metal facing.
- ❑ Berming in conjunction with landscaping should be used at the building edge to reduce structure mass and height along facades.

Image preference survey results indicated a preference for building designs that reflected the overall image of the community and which could be integrated with the surrounding environment.

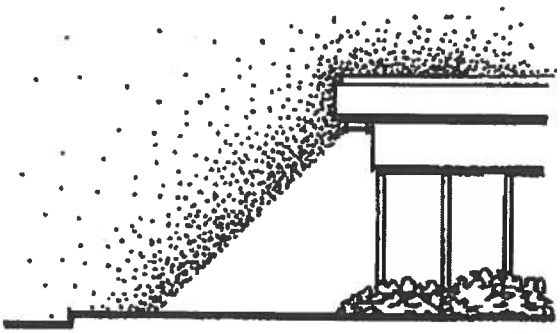
Signage

All developments should be designed with a precise concept for adequate signage. Provisions for sign placement, sign scale in relationship with the building, and sign readability should be considered in developing the signing concept. All signage should be highly compatible with the building and site design relative to color, material, and placement and should comply to the Village's sign regulations. The internal illumination of signs should be prohibited. Low monument signs are encouraged as well as integration with landscaping.

Signage should be integrated with the design of the buildings.

Lighting

- ❑ Lighting should be used to provide illumination for the security and safety of on-site areas such as parking, loading, shipping and receiving, pathways, and work areas.
- ❑ The design of the light fixtures and their structural support should be architecturally compatible with the main buildings on-site. Illuminators should be integrated within the architectural design for the buildings.
- ❑ As a security device, lighting should be adequate but not overly bright. All building entrances should be well lighted.
- ❑ All lighting should be shielded to confine light spread within the site boundaries.
- ❑ All lighting must comply with the Village's adopted ordinances, codes, and regulations as they relate to lighting.



Confine light spread to within site boundaries.

❖ Office Research/Business Park

The following design guidelines are intended to direct the overall development in the areas delineated for office research/business park uses. This section contains the specific site guidelines that will implement the design philosophy on individual sites, ensuring that incremental development will result in a coherent whole. The section is arranged to address the following, and is designed to be complimentary to the aforementioned guidelines for office and limited industrial uses:

- ❑ Pedestrian and Auto Circulation
- ❑ Landscaping and Screening
- ❑ Architectural Design
- ❑ Parking
- ❑ Lighting
- ❑ Signage

Pedestrian Circulation

Pedestrian circulation should be facilitated throughout all office research/business park developments and to off-site trails and open space areas. As part of a coordinated circulation system, an accessible pedestrian network with attractive views should be provided on individual lots. Each lot should be connected to open space amenities and the trail system by walkways of minimum width of five feet. Circulation patterns should be easy for the user to interpret, with primary linkages among the individual lots provided in the required setback areas. Access points from building areas and parking areas should be easily identifiable.

A clearly defined pedestrian circulation system should be integrated into each planned office research/ business park development.

Auto Circulation

The vehicular circulation system provides for the coordinated development and access of individual parcels in a safe and efficient manner. The following circulation and access measures are encouraged:

- ❑ Wherever practical, primary access to individual lots should be from minor roads, to ensure that major or collector roads are retained as safe and efficient thoroughfares.
- ❑ Entry courts are encouraged, to provide a transition from the entrance drive to the building entry and parking and loading areas.
- ❑ Landscaped medians in the entry drive are recommended for developments greater than ten acres, and are encouraged for smaller office developments. The length of the median should equal the depth of the required setback yard. Special paving within the entry drive is encouraged to differentiate entrances.
- ❑ Loading areas should be located to the rear or side of the building. Parking areas are encouraged at the rear or side of the building.
- ❑ Landscaped islands should be provided in parking areas to define circulation routes, screen parking, and provide relief from large vistas of pavement.

Example of building and landscape agreement viewed as favorable in the Image Preference Survey.

Landscape and Screening

A consistent standard of landscaping maintained throughout all proposed developments will establish an attractive visual identity for the development as well as for individual lots. In combination with common open space, well landscaped areas on each lot will create an aesthetically pleasing environment for visitors, consumers and employees.

- ❑ Planting is required for all landscape areas within lots, including utility and drainage easements and setbacks.

As presented above, primary entrances should be adequately screened from major public rights-of-way.

- Wherever possible, existing vegetation such as hedge rows and wetland plantings should be preserved and incorporated into the landscape design.
- Parking lots should be planted to minimize their presence and enhance their appearance. Parking lot screening from public rights-of-way and pedestrian walkways is required when existing site characteristics do not adequately screen parking areas. Parking areas in the rear and side of lots require less screening and are therefore encouraged. Landscaped islands within parking lots improve both appearance and circulation patterns.
- Trash enclosures, utility boxes, meters, pedestals, and loading/service areas must also be screened from adjacent properties, public rights-of-way, parking areas and pedestrian walkways. Screening for trash enclosures should consist of a solid wall of the same material as the principle building; roof equipment screening should consist of a parapet wall; and all other utility equipment and service areas should be screened with landscape material, equal in height or taller than the material being screened.

Architectural Criteria

Common architectural standards applied throughout a office research/business park will establish an attractive, unified visual image. While the following guidelines apply to every building in the development, architectural innovation is encouraged within the given framework.

- Buildings should be in scale with adjacent developments and with the ultimate character planned for each park. Building components, such as windows, doors, eaves, roof spans, etc., should be appropriately proportioned to one another.
- Facade articulation and visual interest can be increased by the introduction of windows, mullions, doors, and vertical or horizontal elements. Building length may be visually decreased by breaking up the facade with architectural elements.
- Awnings are encouraged as a means of adding visual interest and character to buildings. If used, awnings must be of cloth/canvas material and must be appropriate for and related to the proposed architectural style.
- When possible, building and building components should be of varied height to add variety and interest.

Example in which building design has minimal roof articulation and presence of large blank walls that should be avoided in future designs.

Positive example of how primary structures can be enhanced through "jogs" in the facade, use of horizontal design elements, and the integration of a windows.

Image viewed as favorable due to architectural interest, however, site could be enhanced by better integration of an overall landscape design plan.