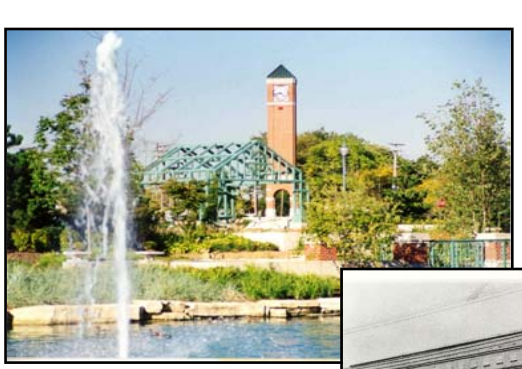
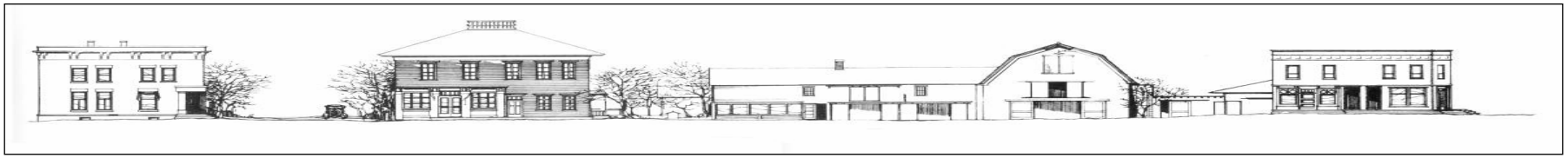
OLDE SCHAUMBURG CENTRE DESIGN MANUAL



Prepared by the Village of Schaumburg Community Development Department



OLDE SCHAUMBURG CENTRE DESIGN MANUAL

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August 2005

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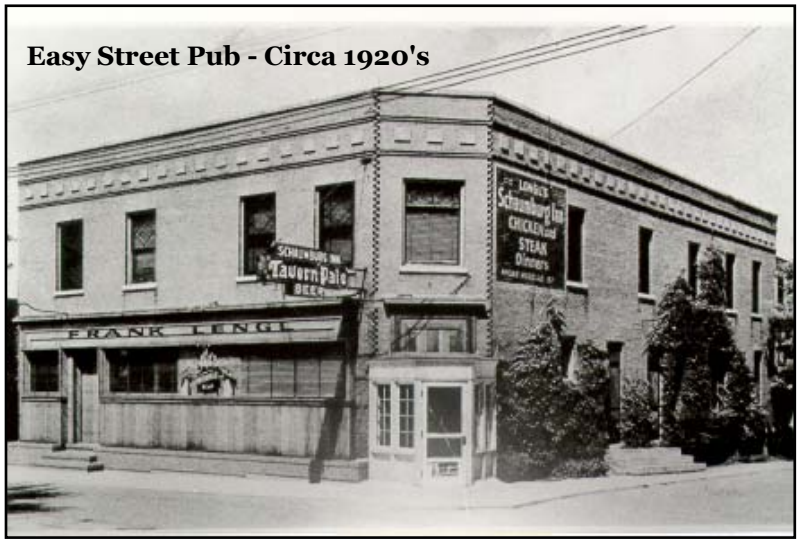
1.0 INTRODUCTION AND HISTORY

The Olde Schaumburg Centre (OSC), located at the crossroads of Schaumburg and Roselle Roads, was originally developed in the 1840's as a small farming community known as "Sarah's Grove." This farm settlement represented the first concentration of development in the area. In 1850, the area's name was changed to Schaumburg Township, reflective of the Schaumburg area of Germany from where many of the settlers had immigrated. With the name change, the concentration of homes and businesses at the crossroads became known as "Schaumburg Centre." During years of rapid growth and change in the Village, many of the Centre's original structures were altered significantly or destroyed. However, enough of the original buildings remain to give the area a unique character that sets it apart from the more modern developments found in other areas of the Village.



Easy Street Pub - Circa 1920's

In 1978, the OSC Overlay District (the District) was established to preserve the historic character of the area. The purpose of the District is to provide a regulatory framework that will enable the historic character of the OSC and outlying structures outside of the OSC designated as local landmarks or contributing structures.

The District's development is guided by the Olde Schaumburg Centre Commission (OSCC), which reviews all requests to build, remodel, or redevelop buildings and sites within the District. All new buildings and renovations are required to be compatible with early twentieth-century architecture that respects the historic character and appeal of the Olde Schaumburg Centre.

1.1 OLDE SCHAUMBURG CENTRE PAST

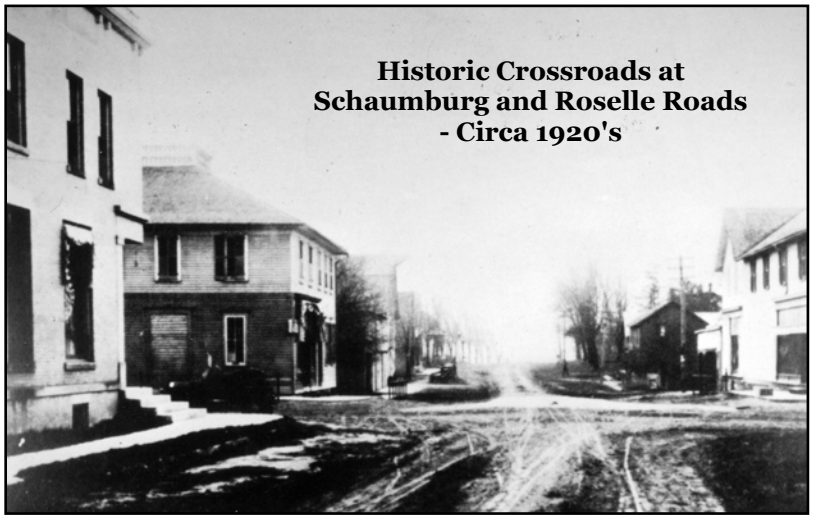
The history of Schaumburg lives on today in the OSC where a number of the original farm community structures have been preserved. Envision the intersection of Roselle and Schaumburg Roads as a narrow gravel crossroads, when the Village was known as Sarah's Grove. Local farmers in this predominantly German town came by horse and wagon to do business here Some residents of Sarah's Grove included Henry Steege (the tailor), Jacob Mueller (the wagon shop owner), Fred Nerge (the blacksmith shop owner), Henry Rohlwing (who operated the post office and the general store, which served as a dance hall on weekends), and John Fenz and sons (who later ran the general store until it was destroyed by fire in 1926).

Several of the original farm community buildings have been preserved and adapted for current uses. At the

southeast corner of the crossroads was H.E. Quindel's Hotel and Saloon, later known as the Schaumrose Inn and now known as Lou Malnati's Pizzeria. South of Quindel's Hotel was Lengl's Tavern, now known as Easy Street Pub, where after a long day of hard work, a farmer could enjoy a drink and a meal of venison or pheasant, which were the specialties of the house.

South of the tavern was the Buttery, one of four dairies in the area. The original structure, now used as an office building, has been preserved and an addition has been constructed on the east side. Also, Henry Rohlwing's general store, later converted to an Ace Hardware, was once located at the southwest corner of the intersection. This is now the location of the Town Square clock tower.

The original one-room public school, built in 1872, was located at the northwest corner of the crossroads where the Schoolhouse Square Shopping Center now stands. The original school has been relocated and refurbished on the St. Peter Lutheran Church property, which is on the north side of Schaumburg Road and east of Roselle Road.



The original St. Peter Lutheran Church building was constructed in 1847 to serve as both a church and school for the congregation. This original structure, which is the oldest building to be erected by Lutherans in the Chicago area, serves as the Olde Schaumburg Museum. The chapel used today was built in 1863, and the small red schoolhouse, now used as a preschool and kindergarten, was built in 1888.

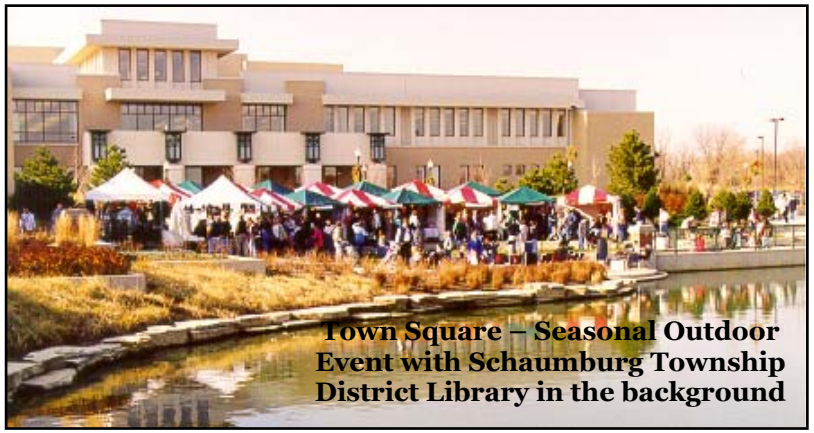
The Schaumburg Bank building, built in 1910, was located at the northeast corner of the crossroads. During the Great Depression, the bank closed and became Henry Hattendorf's grocery store. Several years ago, the building was removed for the widening of Schaumburg Road. Sadly, this building was lost to "progress," and all that remains is the building's keystone, which is centered under the sign at the Olde Schaumburg Centre Park, near where the building stood.

Interspersed between the businesses, church, and school along Schaumburg Road were a dozen or so homes of retired farmers. It is for this reason that the road was known as Easy Street. The scene for the Centre was quite different than it is today - buildings were predominantly of wood frame construction, roads were narrow and unpaved, and sidewalks were constructed of planks raised above the often-muddy roadway.

1.2 OLDE SCHAUMBURG CENTRE TODAY

The Olde Schaumburg Centre of today offers an opportunity to live, play, and shop in the historic center of the community. The new Town Square includes the Schaumburg Township District Library, shops and restaurants, and attractive public spaces. Events, including concerts, theatrical performances, the annual Christkindlesmarkt, and a seasonal Farmer's Market also take place in and around Town Square. A variety of housing opportunities are also available in the area, all are within walking distance of Town Square. In 2003, the Village received status as a Certified Local Government from the Illinois Historic Preservation Agency, allowing property owners within the District to also apply for State funds and tax freeze assessment programs for landmark and contributing structures.

The Olde Schaumburg Centre of today features modern amenities within a historic framework, giving the community a distinctive core of development while re-creating a downtown of yesteryear.



Town Square – Seasonal Outdoor Event with Schaumburg Township District Library in the background

1.3 INTENT AND PURPOSE

The intent and purpose of this manual is to provide guidelines with which to evaluate design within the District and the various landmark buildings outside of the OSC. These elements include:

- Exterior architectural features of buildings and structures and the relationship of buildings and structures to the site and to adjacent areas.
- Other site features, including but not limited to signage, street furnishings such as benches and bike racks, decorative fences, and decorative lighting.

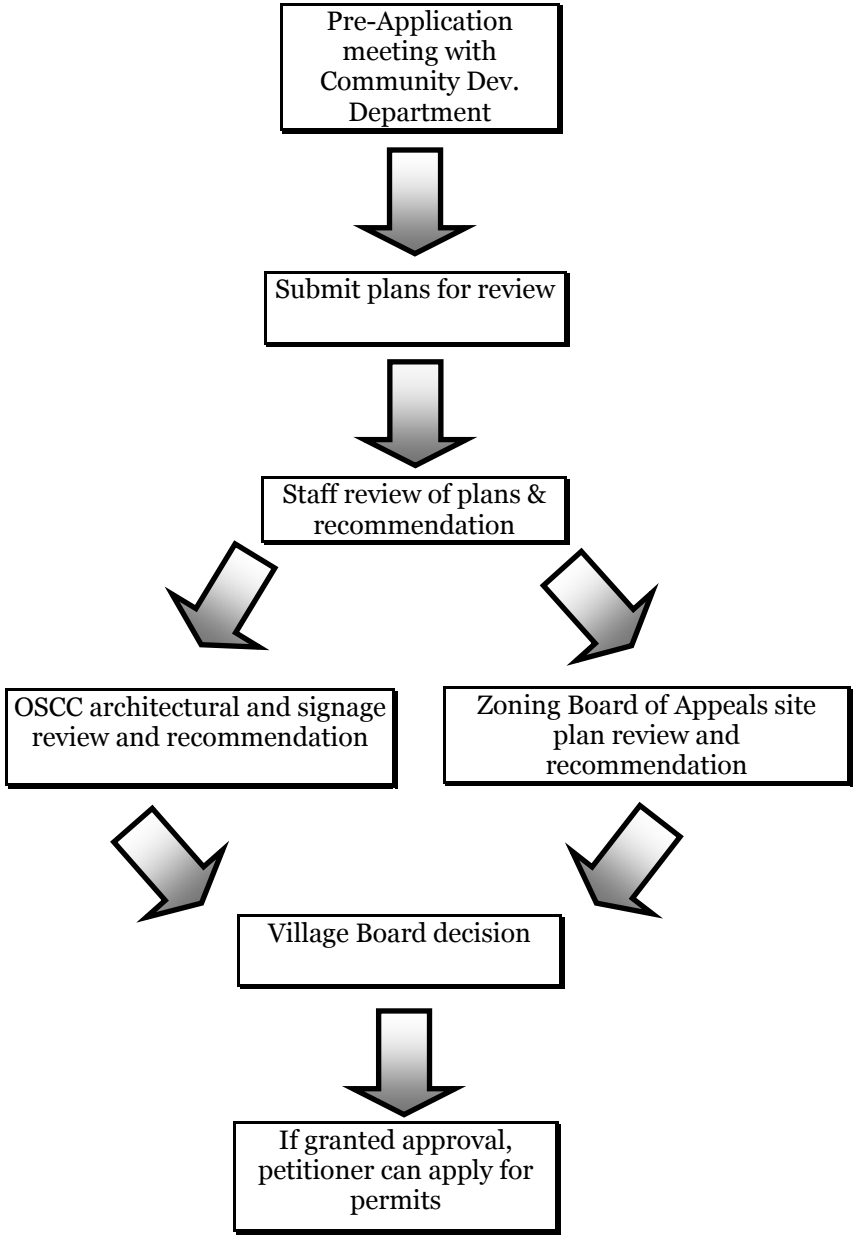
The guidelines in this manual have been provided to assist developers, architects, Village staff, property owners, and the community to develop creative, attractive, and appropriate design solutions throughout the District. The guidelines are intended to protect the District's overall character as well as the locally designated landmark structures. To this end, the guidelines emphasize maintaining and enhancing existing architectural styles, details, and streetscape that collectively make up the unique character of the District. For new construction, the guidelines provide information on how to relate new buildings to the existing historic nature of the District. For contributing structures, the guidelines provide assistance to encourage historically appropriate building restoration and repair. Maintaining the OSC as a unique place encourages economic development and promotes the public health, safety, and general welfare of the community as a whole.

1.4 REVIEW PROCESS

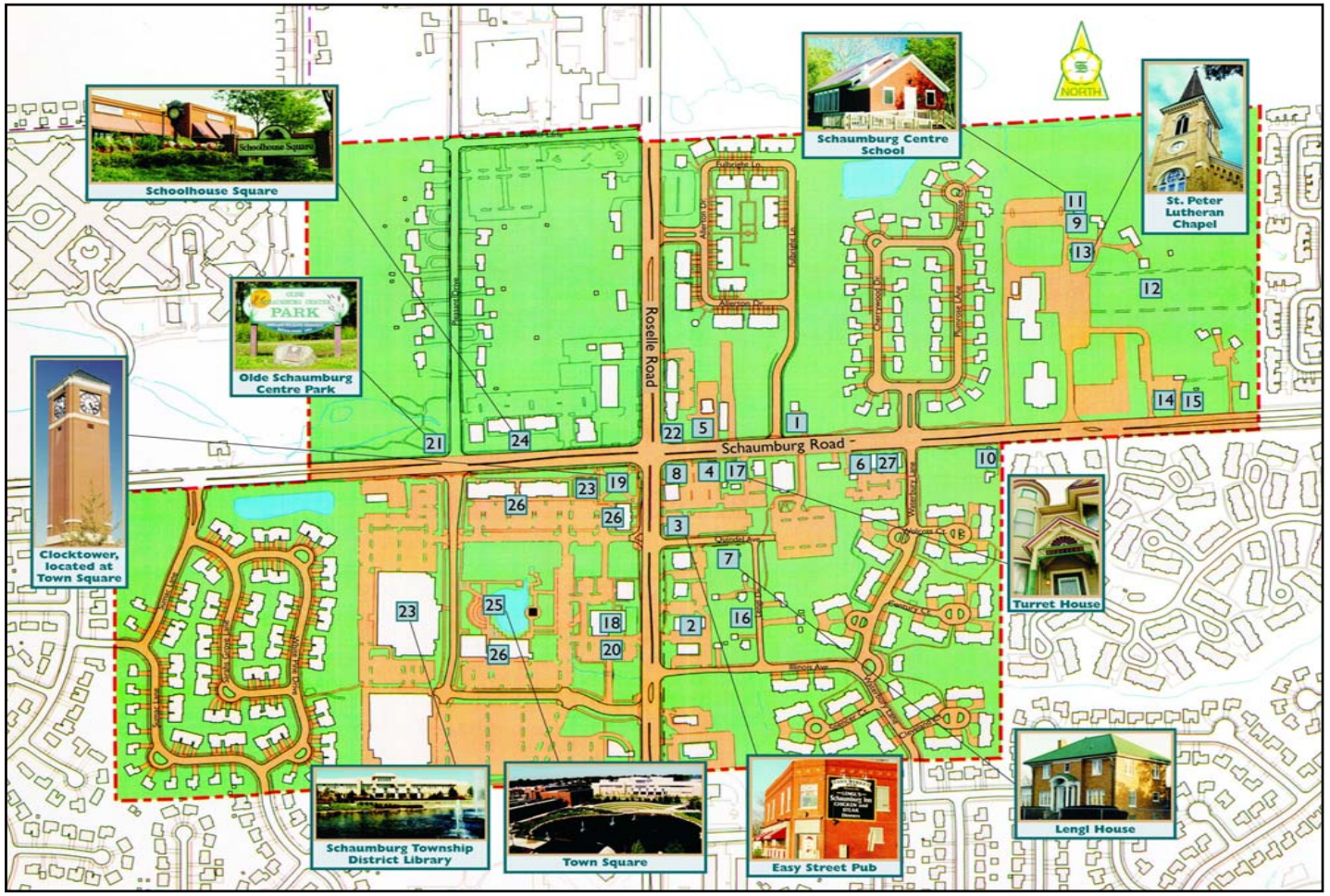
In 1978, the Village Board formally established the OSCC. The thirteen member commission, which holds monthly meetings, reviews plans for alterations to existing structures, new construction, demolition, and signage within the OSC. The OSCC works closely with Village staff to review the various components of each proposal in order to ensure that proposals meet Village ordinances, policies, and objectives. The OSCC is an advisory board which makes recommendations to the Village Board on proposals within the District.

When a property owner wishes to make an alteration to an existing structure or build a new structure in the District, the first step is to contact the Village Community Development Department. The Community Development Department will provide the necessary applications and instructions, and will make recommendations to both the applicant and the OSCC for adherence to the Village Code, including these design guidelines. Since the OSCC only performs architectural and signage review, any new construction within the OSC may also require site plan review and recommendations from the Zoning Board of Appeals before approval by the Village Board.

A typical review process involves the following steps:



MAP OF OLDE SCHAUMBURG CENTRE



Landmark Properties
2 Buttery Building
5 Fenz House
7 Lengl House
9 Olde Schaumburg Museum
10 Panzer House
11 Old Schoolhouse
12 St. Peter Lutheran Cemetery
13 St. Peter Lutheran Chapel
14 St. Peter Preschool and Kindergarten
15 St. Peter Teacherage
17 Turret House

Contributing Structures
1 Hartmann House
3 Easy Street Pub
4 11 E. Schaumburg Road Building
6 Homestead House
8 Lou Malnati's
16 Three Folk Victorians

Other Points of Interest
18 American Indian Center
19 Town Square Clocktower
20 Seasonal Farmer's Market
21 Olde Schaumburg Centre Park
22 Pocket Park
23 Schaumburg Township District Library
24 Schoolhouse Square
25 Town Square amphitheater and lake
26 Town Square
27 Waterbury Place

1.5 EVALUATION CRITERIA

The following design criteria shall govern the OSC evaluation of a project:

Overall Building Design
Emphasis shall be placed on appropriate architectural design and features which enhance and reflect the historic nature of the District.

Material Selection
Quality and suitable materials shall be utilized for new construction and reconstruction to respect the District's historic appearance.

Overall Site Design
Utilize a "building forward" approach to site design, locate parking in the rear of the site or provide an historic approach to site design with parking in front along the street where applicable, incorporate and be sensitive to historic landscaping, and accommodate both pedestrian and automobile needs.

Compatibility with Surrounding Properties
Harmonize contextual design characteristics in regards to architectural and site planning issues, emphasizing the unique character of the District discernible at every site within the District.

1.6 THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The OSC Design Manual guidelines should be used in conjunction with the United States Secretary of the Interior's Standards for Rehabilitation. These standards were originally published in 1977 and later revised in 1990 and 1996 to more accurately describe the different approaches to historic projects. Each approach used is based on the relative historic significance of the individual structure and/or neighborhood. The Secretary of the Interior's Standards list five distinct, yet interrelated approaches to the treatment of historic properties: preservation, rehabilitation, restoration, reconstruction, and demolition.

- *Preservation* refers to the act or process of applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Work, including preliminary measures to protect and stabilize the property, generally focuses upon the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. New exterior additions are not within the scope of this treatment; however, the limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties more functional is appropriate within a preservation context.

- *Rehabilitation* refers to the act or process of making possible an efficient compatible use for a property through repair, alterations, and additions while

preserving those portions or features which convey its historical, cultural, or architectural values.

- *Restoration* refers to the act or process of accurately depicting the form, features, and character of a property as it appeared during a particular period of time by means of the removal of features from other periods in its history and the reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration context.

- *Reconstruction* refers to the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance during a specific period of time and in its historic location.

- *Demolition* refers to the act or process of physically tearing down the structure. Historic buildings and homes should not be demolished, or neglected to the extent that demolition seems the only alternative. Every effort should be made to locate a sympathetic buyer and/or appropriate use for the structure to prevent demolition. As a last resort, the possibility of moving the historic structure to another appropriate site should be explored.

1.7 ARCHITECTURAL GUIDELINES

A variety of architectural styles exist in the District. Many of the structures within the OSC were built in the late 1800's and early 1900's, and are typical of the Midwestern commercial and residential architecture of this time period. These styles include Queen Anne, Colonial Revival, Dutch Colonial, Folk Victorian, Prairie School, and American Foursquare. Each architectural style will be discussed in greater detail later in the manual.

It is not the intent of the Village to copy the existing building plans and styles for new infill buildings within the OSC. Rather, it is more important to integrate broader design and architectural elements within the District (through new construction and reconstruction) within a historic context. Specific architectural elements that will be discussed include:

- Building Form and Scale
- Roof Line Form and Scale
- Building Facades
- Directional Expression of Buildings
- Exterior Characteristics of Buildings
- Wall and Siding Construction and Materials
- Roof Construction and Materials
- Windows and Doors
- Architectural Details
- Miscellaneous Structures
- Color of Buildings
- Exterior Maintenance
- Accessibility

By incorporating these general design elements into the current framework of the OSC, unity of the District's architecture can be accomplished. Although architectural

styles may differ, buildings within the OSC should reflect late 19th and early 20th century architectural styles. Both the OSC Manual's evaluation criteria and the Secretary of the Interior's Standards should be followed and incorporated into new construction and reconstruction within the District.

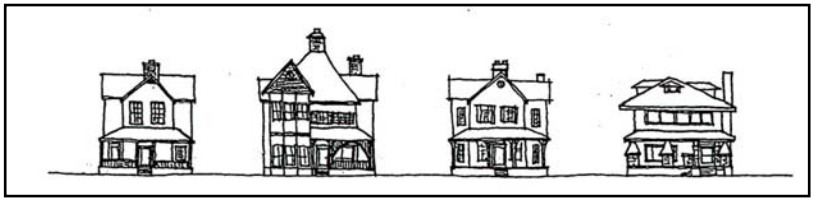
2.0 ARCHITECTURAL GUIDELINES FOR NEW INFILL CONSTRUCTION WITHIN THE OSC

New construction within the OSC, whether it is residential or commercial development, should maintain the historic appeal of the District while enhancing the overall charm of the area. New construction should incorporate design types, elements, and details from the District's existing palette of architectural styles, but not necessarily copy an existing structure. New buildings should blend in with, yet add appropriate constrast, to the existing architectural fabric of the District in both form and substance.

2.1 Building Form and Scale

Most landmark buildings within the District are rectangular in form and constructed with rectangular or highly geometric components. New construction should try to blend in yet have a variety of architectural styles appropriate to the District.

Building scale is an important element that visually enhances the structure within the context of surrounding properties. The size and mass of the building should perpetuate a "human scale" visual presence. Most



structures within the District are either one- or two-story buildings. This low-scale massing of buildings should be maintained in most cases, with focus on building heights, floor-to-floor elevations, and architectural elements such as the rhythm and placement of doors, windows, and awnings. For example, high-rise apartment buildings and office buildings or commercial centers would not generally be appropriate in the District, as these structures would tower over existing structures.

Residential

For residential properties (single-family or multi-family) in the District, it is important that newly designed projects intermingle with surrounding properties in terms of building form and scale. Architectural elements, such as dormers, bay windows, porches, and decks, are strongly encouraged for new residential development.

Similarly, garages should not dominate the front elevation of either single-family homes or multi-family structures. To promote social interaction within a multi-family development, front entryways should be clearly defined in close proximity to each other and should not be separated by large garage doors. Instead, doorways and garages can be interwoven within the architectural framework of the subdivision. For example, doorways can be grouped and recessed into the overall building

design, or garages can be located on the side or rear of the development so the garage door does not become the focal feature of the residence. Garage doors should also be creatively and attractively designed.

Garage Door Does Not Dominate Front Facade

For single-family homes, appropriate massing is essential to enhance the architecture of the neighborhood. Creative layout and design of the neighborhood or subdivision will assist in breaking up the overall massing of the development, and prevent a monotonous design.

Commercial

Infill construction, or the construction of new buildings on vacant lots within an existing building framework, is strongly encouraged. The overall design of an infill building is a special opportunity in any area of the Village, but especially for infill buildings within the OSC. The building form should complement surrounding buildings, but still allow for architectural variety within the District. The appearance of infill buildings must be sensitive to the character of surrounding properties, but should not "mimic" these adjacent buildings. Several design factors, including proportions and overall composition of the façade, should be incorporated into the infill buildings to create a balanced streetscape.

The overall building form and scale for commercial development is equally significant. Existing commercial and office properties within the OSC are of varying architectural styles, but have a common theme in regards to building form and mass. As previously stated, most commercial and office properties within the District are single-story buildings. However, some buildings are multi-storied, though usually not more than two stories. This common building form should be taken into consideration when constructing new commercial and office developments. It will also create a stronger and

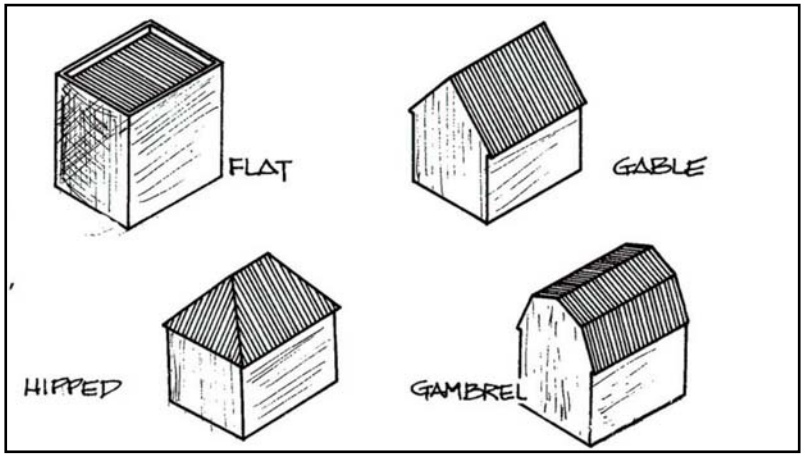
Deerfield's Bakery – Single Story Building Form

more visually impressive streetscape, and define the horizontal and vertical alignment of adjacent buildings (representing a more traditional storefront approach to building layout and form).

Commercial building form and scale should also be evaluated for redevelopment projects within the District. Redeveloped properties should contribute to the historic character of the District while providing distinctive appeal and architectural variety.

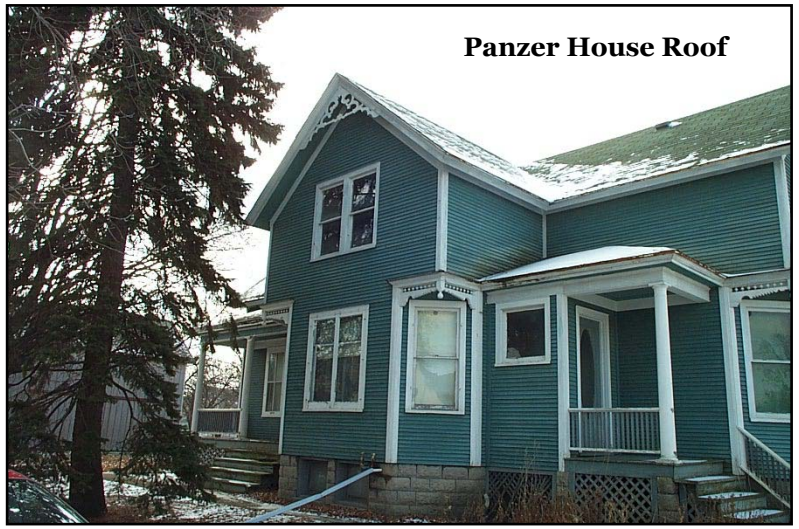
2.2 Roof Line Form, Scale, and Construction

Roof shape and pitch are essential to specific architectural styles and building types within the OSC. Both residential and commercial structures were built with hipped, gabled, gambrel, or simple flat roofs. These roof types should be incorporated into new development. The roof line of an infill building should maintain some distinct characteristics to give the structure its own identity.



Residential

As a general rule of thumb, the older the residence, the steeper the roof pitch. Some of the older residences within the District, like the Turret House (17 E. Schaumburg Road) and the Panzer House (133 E. Schaumburg Road), have very steep roofs. This plays a key role in emphasizing their historic character. New residential development should emulate this roof pattern of steeper roofs to enhance the new development and complement the existing structures if appropriate to the style.


Panzer House Roof

If possible, new residential development should be of a similar roof shape, pitch, and material as surrounding older residences if applicable to the style. Specific

features on the roof, such as chimneys and dormers, should also be utilized to visually enhance the structure and sustain architectural compatibility. Finally, gutters and downspouts should blend in architecturally with the rest of the building.

Commercial

In terms of new commercial infill buildings, varying rooflines which are architecturally appropriate for the District is critical. Maintaining appropriate building roof shape, pitch, and height helps to unify the new development with both existing developments and landmark buildings. Buildings need not have the exact same roofline and height, but can have similar roof features (cornices, dormers, and parapet walls) in order to visually enhance the new building.

2.3 Building Facades

Residential

For new residential development, garage doors should not dominate the front elevation of either single-family homes or multi-family structures. Social interaction can be promoted by clearly defining front entryways located in close proximity to each other without a separation by large garage doors. Doorways should be grouped and recessed into the overall building design, or garages should be located on the side or rear of the development so the garage door does not become the focal feature of the residence. Additionally, façade features such as decorative windows and trims can be utilized and enhanced to visually link each residence.

Massing is also an architectural element to review when constructing new residential development in the District. Building massing should be appropriate for the District, yet allow the new structure to have a strong visual presence.

Residential teardowns (the process of tearing down an existing residential structure and constructing a new structure in its place) or substantial remodeling could occur within the District. Careful analysis and consideration should taken into account when residential teardowns occur in the District, and should not allow for the destruction of the historic character of the District.

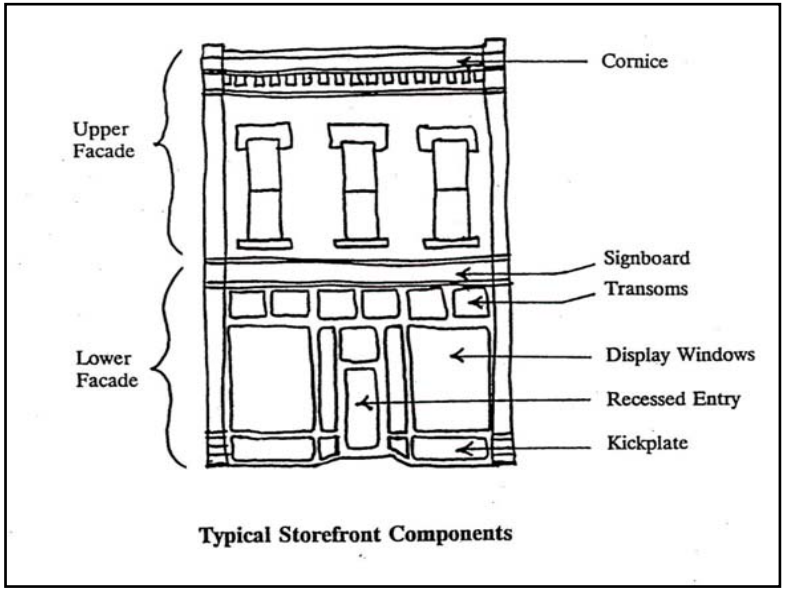
Commercial

Historic building facades often included a storefront design. Buildings were located closer to the street; therefore, pedestrian access was close between the street and the building. The facade was typically divided into two sections: the upper façade (residences) showcased a decorative roof line with cornices and brackets, and stylized windows and window treatments, while the street level lower facade (commercial or office space) contained large storefront windows and recessed entryways to entice pedestrians to view the merchandise on display.

The storefront typically contained a continuous band of windows, sign frieze, and awnings which created a strong sense of horizontality and verticality that linked adjacent buildings together. This storefront design created visual interest while establishing activity at the street level. The sign frieze defines a visual boundary line between the upper and lower facades, and should be used to establish

a unifying horizontal feature for the entire façade as well as display attractive signage for the building. Existing structures within the OSC reflect some of these traditional storefront elements, which over time have proven to be commercially successful. These elements should be incorporated into the design of new buildings in the District. While these elements are more appropriate for two-story buildings, structures that are only one-story can still achieve traditional storefront appeal with the limited height.

For two-story buildings, the upper facade should consist of a strongly defined cornice line, windows, and window treatments which give well-balanced proportion and visual appeal. The lower façade should be comprised of storefront or display windows, which serve a visual function by capitalizing on public exposure to the business activity within. Additionally, entryways should be recessed or framed by transom and sidelight window features to enhance the entrance and bring the pedestrian



Typical Storefront Components

into the interior space of the store or office. First United Richport Centre (accompanying photograph), a small commercial center located at the northeast corner of Schaumburg Road and Roselle Road, displays typical storefront features within its overall design which can be emulated in new development.

New buildings should have certain aesthetic qualities which provide their own distinctive character, but the various architectural components illustrated on the façade should be architecturally suitable for the District. Similarly, side and rear elevations should be designed as essential parts of the buildings with an attractive appearance. The OSC has several commercial centers, including Schoolhouse Square, First United Richport

Centre, and Town Square, which utilize storefront design characteristics on several building exposures.

2.4 Directional Expression of Buildings

Directional expression of facades within the OSC is essential to creating a visually inspiring historic district. In general, commercial buildings that were built in the late 19th century and early 20th century were of similar height and included decorative cornices. This horizontal feature created a visual continuity within historic downtown districts. While a visual continuity can establish a link between new and existing structures, new building facades must also be designed so as not to create a monotonous streetscape.

A rhythmic effect should be created along the entire street, and within the District as a whole. Buildings should be designed with specific architectural features in mind, but the various components need to work together to create a more visually striking building and street pattern.

2.5 Exterior Building Materials for New Infill Construction

The exterior characteristics of all new and existing buildings within the OSC play a vital role in maintaining the historic qualities of the District. In this section of the manual, several architectural features will be discussed, and examples will be provided to visually highlight acceptable and unacceptable design components within the District. Acceptable materials for new infill construction within the OSC include but are not limited to the following:

1. Painted or stained Wood Siding
2. Painted or stained Treated Wood
3. Brick-full size
4. Natural Stone-full size
5. Concrete Masonry Stone Products-if the stone is full size and looks natural
6. Cementatious Siding
7. Slate
8. Copper
9. Metal standing-seam roofing and flashing
10. Aluminum windows, gutters, and downspouts
11. Tin soffits
12. Brass, Cast Iron, and Wrought Iron
13. Like Material which replicates material which was commonly used in Northeastern Illinois during the late 19th and early 20th Centuries.

2.5a Wall and Siding Construction and Materials

The texture and color of building materials should be selected in order to complement existing structures and to provide historically accurate qualities to the external appearance of each building within the OSC. Building materials that will contrast sharply with surrounding structures should be avoided in most instances. Buildings should be architecturally appropriate within the District.

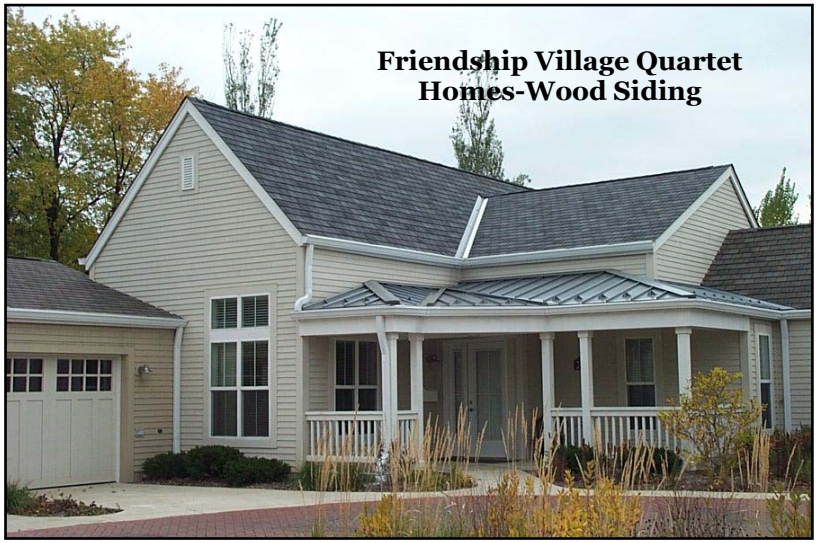
Brick

Most commercial buildings within the OSC are of brick masonry, while residential buildings are brick, wood

siding, or aluminum or vinyl siding. If brick is used as the dominant construction material, proper brick joints should be used. Concave or rodded joints are more resistant to deterioration from weather or moisture conditions. Moreover, the brick pattern should be consistent and architecturally suitable for the District.

Wood

Several buildings in the OSC, such as Lou Malnati's Pizzeria, Deerfield's Bakery, and the Friendship Village Quartet Homes, utilize wood construction. These buildings have been designed to incorporate historically appealing architectural features and highly stylized rooflines. The wood construction blends in visually with the brick masonry buildings and creates an historic ambiance within the District. Residential development should also utilize brick or wood materials. Wood clapboard siding is seen on several of the historic residences that have been converted to commercial or office uses.



Friendship Village Quartet Homes-Wood Siding

Other materials can be used within the District to maintain the historic appeal of the area. Building trim materials may include painted wood, painted metal, sandstone, or limestone. Decorative cornice materials may include wood, brick, terra cotta or cut stone. Some exterior building materials are not appropriate for use within the OSC. These materials include but are not limited to thin brick or artificial stone (such as permastone), steel, fiberglass, and Exterior Insulated Finish Systems (EIFS). These materials are not representative of building materials used in the late 19th century or early 20th century and are not suitable for the District.

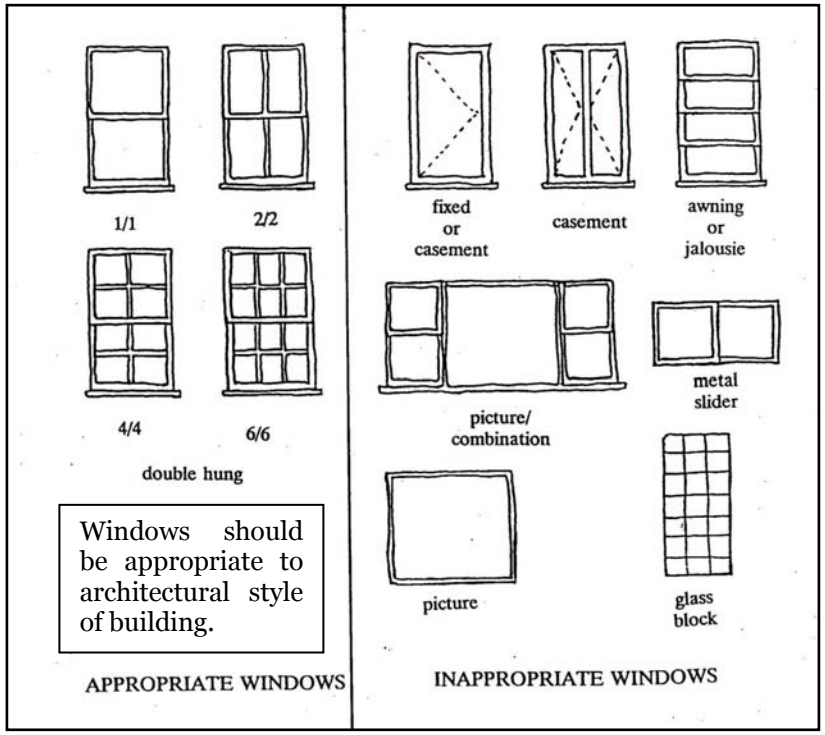
2.5b Roof Materials

Roof materials are equally as important as wall materials in terms of providing historically appropriate building exteriors within the OSC. New buildings should incorporate roofing materials which reinforce the historic appeal of the District. Several of the landmark structures within the OSC have roofs that were originally covered with wood shingles, such as the Buttery building, or asphalt shingles, such as the Fenz House. Additionally, other landmarks have utilized clay tiles, such as the Lengl House and the Atcher House. Roofing materials such as clay tiles, wood shingles, slate, and architectural asphalt shingles – which are designed to emulate wood shingles and artificial slate – are appropriate for new and in-fill construction.

2.5c Windows and Doors

Several architectural features are important to the overall character of any structure, including windows and doors. These two elements are critical in establishing the architectural character and proportions for a building, as they help define the visual and architectural framework for the rest of the features on the building.

Not only do windows open the building to light and air, but they also help with developing proportionality and continuity on the building facade. The shape and size of windows should emphasize the architecture of the building and help it connect with the adjacent streetscape. Several of the landmark structures within the OSC include double-hung, bay, or dormer windows. Historically, commercial structures utilized storefront or display windows to display products. They also served to break up the large massing of commercial buildings. All of these window types are appropriate for the District.



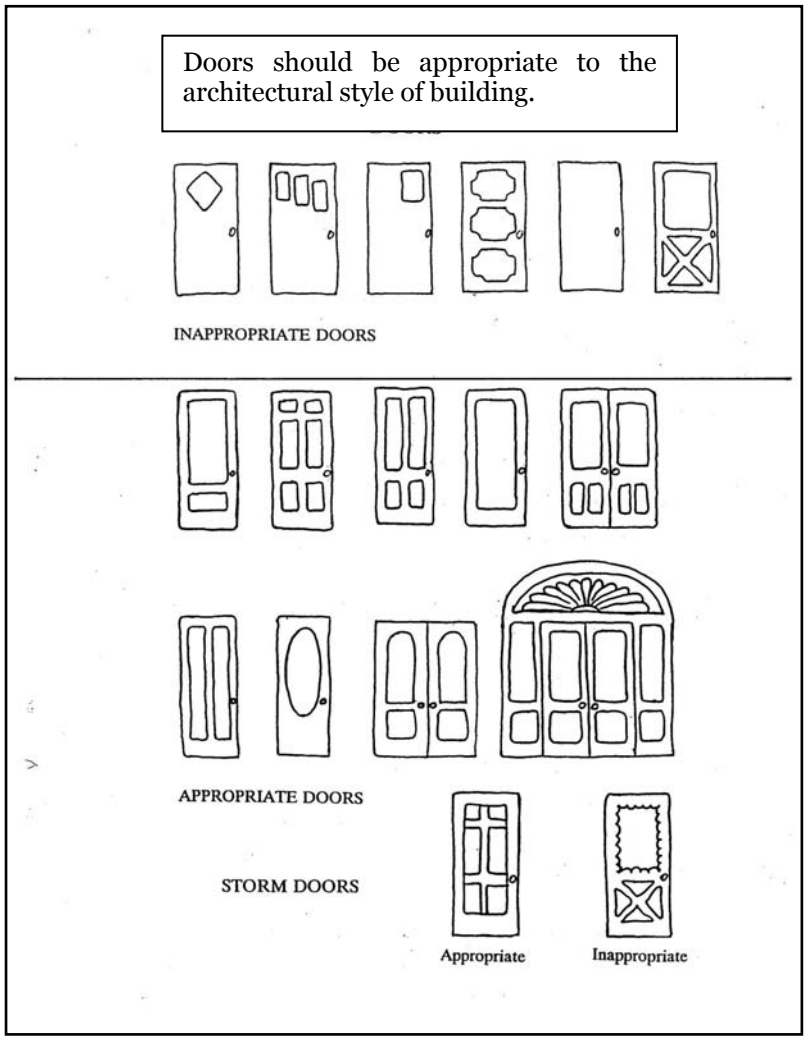
Inappropriate window types or treatments within the district include post World War II-type picture windows or metal awnings. Additionally, window shutters may be used but should be sized so that they appear to be capable of properly covering the windows if closed. Window shutters shall be made of wood.

Each element of the window plays an important architectural role in framing the overall look and integrity of the building's façade. The top member of the window, known as the lintel, can be made of wood, brick, or stone. The lintel is designed to support the weight of the wall above it; however, it can also be a highly decorative window feature and add visual interest to the linear composition of the façade. The sill, or bottom member of the window, acts in the same way as the lintel for aesthetic and building composition purposes. The window is divided into an upper sash (section) and lower sash. Likewise, mullions provide structural support for glass panes and muntins divide each sash into lights. Additionally, decorative window features, such as transoms, sidelights, and decorative headers, are seen on several structures within the OSC. All of these components can add visual interest to the building façade. Particular attention should be paid to window design and placement when designing new buildings

within the OSC. Windows on landmark structures should be used as examples. Appropriate exterior surface materials for windows include wood and vinyl or aluminum cladding.

Several buildings within the OSC illustrate excellent examples of window design and placement. For instance, the Lengl House, built in 1933, includes windows that reflect characteristics of the Colonial Revival period. These characteristics include the use of multiple lights, sidelights, transoms, and sills and lintels of simple design. The windows are grouped together to create strong visual features on the building façade. Dormer windows add a compelling visual element to the roofline. New construction within the District should follow this and other examples.

Doors are also important features on a building façade, as they are often the central focus of a residence or commercial building. Maintaining a traditional entry door or pair of doors contributes to the overall character and composition of the building façade. In the early 20th Century, doors were solid wood and were sometimes divided into recessed sections or had glass panes. Four-panel or six-panel doors were common in the late 1800's and early 1900's, and were usually framed by decorative trims or headers to visually enhance the door as the focal point of the building façade. Inappropriate doors for the District would include modern-looking metal storm doors or sliding glass doors.



2.5d Architectural Details

Architectural detailing on new construction within the OSC is an integral part of developing an historically and visually appealing district. Several of the older building

facades within the OSC contain highly stylized and decorative architectural detailing. New structures should blend with these details. Each new building design should be carefully planned out to be visually appropriate with the existing exterior characteristics of adjacent buildings. Architectural detailing on buildings can come in all different varieties, from very simple and linear to stylized and ornate.

2.5e Cornices

As previously mentioned, the cornice is an important element that gives proportion and balance to a building façade. An expressive cornice is particularly important for commercial buildings in offering visual distinction along the upper façade of a building.

Cornices can be constructed of wood, stone, tin, or brick, depending on the architectural design of the building. Other architectural elements including dentil molding, stylized brackets and moldings, brick corbelling, and decorative spindle work can be incorporated into the cornice design. The Turret House (see accompanying photograph), located at 17 E. Schaumburg Road, was designed with a decorative cornice that uses dentil molding and spindle work to enhance the front façade of the building. Additionally, the cornice detailing is painted to match the trim and other architectural features of the building. The Turret House also displays a highly decorative roofline, which features a conical roof turret, pinnacle, cross gables, and tall brick chimney.

2.5f Brickwork

Several of the buildings within the OSC are of masonry construction, and include decorative brick coursing as architectural detailing on the building façade. A course is a layer of masonry units, bonded with mortar, which runs horizontally in a wall or is curved over an arch. Brick coursing comes in a variety of styles, such as soldier coursing or belt coursing, and is very appropriate for the District.

Several commercial developments in the OSC, such as Schoolhouse Square and Town Square, have brick coursing on all sides of the buildings to visually break up the building façades. Brick coursing adds a horizontal element to the façade, and provides a decorative frame for windows and doors as well. Along with brick coursing, decorative brick or stone medallions can also be added to provide interest to the building.

2.5g Awnings

Awnings and canopies can enhance a building façade. The canvas awning was an important design element along a traditional storefront. It provided shelter from the weather, added color and decoration to the façade, and served as a visual transition between the upper façade and the lower level storefront.

An awning should complement the frame of the window, and should minimally cover any other architectural features of the building (such as decorative piers or pilasters) or extend past the cornice or roofline. Additionally, awnings and canopies should focus attention on the building and create a visual framework for the façade. Awnings should be made of fabric. Metal or plastic awnings are not appropriate for the OSC, and would detract from the historic characteristics of the District. Awnings should be of a color that complements the architecture of the building. Additionally, awnings should be segmented to keep from covering an entire wall. Awnings at Town Square give the area a sense of community and visual connectivity. New construction should also utilize awnings as architectural features that frame and enhance the building façade.

2.5h Supporting Members

Columns, piers, and pilasters can also add visual interest to a building façade. While columns and piers are structural architectural features, pilasters are visual or structural and can be designed into the facade to break up large expanses of building wall. Similar to columns and piers, pilasters can also have decorative bases and capitals to enhance the top and bottom sections of the building, or be placed at corners of buildings to accentuate the ends of a building. Additionally, columns, piers, and pilasters add a vertical element to a building façade, thus complementing other horizontal features of a building such as cornices, window sills, and door headers.

2.5i Porches

Historically, residential and commercial structures included porches. Porches visually and spatially bring the building closer to the street and provide an outdoor leisure space for the homeowner or customer. Decorative balustrades can be added to visually frame the front of the building. Porches were significant features in the early history of the Village, and are seen on a few historic structures within the OSC such as the Fenz House and the Panzer House. New construction within the OSC should contain front porches to reinforce the historic

character of the area and provide an enjoyable outdoor setting.

Though not an exhaustive list of architectural details, the previously listed features should be utilized for new residential and commercial buildings within the OSC. Architectural detailing both enhances the overall appearance of the building and unites the building with the other structures within the District. However, banal or unnecessary detailing should not be used to "dress up" a building, nor should detailing take away from the overall form and composition of the building. Building details should act as visual counterpoints to the main building façade, supplementing the structure with integral features and designs.

2.5j Accessory Structures

Accessory structures within the OSC should be designed as a component of the overall architectural concept for the site. Building materials should be durable and compatible with the materials of the main buildings on the site, in terms of color, texture, and scale. Structures such as sheds and storage facilities should be located in the rear of the site for both residential and commercial properties. Other structures, such as transformers, mechanical units, and generators, should also be screened with landscaping or enclosed where appropriate. Additionally, refuse containers should be completely screened from public view. Proposed enclosures should become part of the main building, and be designed to avoid detracting from the architecture of the building or inappropriately hiding or covering any decorative architectural features. If the enclosure covers architectural detailing, such as pilasters, stylized cornices, or brick coursing, the detailing should be carried through on the wall of the enclosure.

2.5k Fencing

Fencing is another important element that adds charm and character to the District. Fencing should complement the building in terms of architectural details and materials. Fencing should be designed at a pedestrian scale, and should be constructed of brick, stone, iron, decorative aluminum, or wood. Inappropriate materials for fencing would include chain link and cyclone materials, permastone, plastic, and railroad ties with barbed wire. Where retaining walls are required within the OSC, they should be constructed of concrete or stone and blend in with the existing

landscape. Retaining walls should also be naturalistic in both form and color.

2.5l Amenity Structures

Amenity structures should be appropriate to and blend in color and composition with the major buildings within the OSC. Items such as bicycle racks, light poles, light fixtures, and benches should be harmonious with construction. One can look again to Town Square to see good examples of accessory features complementing the buildings and overall site. Within Town Square, all features are carried throughout. All bicycle racks, benches, fences, and light poles match in terms of overall color and design.

Modern outdoor items, such as satellite dishes, swimming pools, playground equipment, and outdoor patio furniture are common for today's homeowners. However, these types of features are historically inappropriate for the OSC. Therefore, it is recommended that these items be located in private areas of the rear yard not visible from the street or otherwise to minimize visual impact. Additionally, screening should be provided to further obscure the view. Residential developments within the OSC, such as the Olde Schaumburg and Plumrose subdivisions, have adequately adhered to these screening guidelines. New residential development within the District should adhere to these guidelines as well.

2.5m Color

A color scheme should be developed for each new residential and commercial building within the OSC. The color scheme should be visually appropriate for the District. The scheme should include colors for all parts of the building, including masonry, stone, and wood materials, mortar, window and door trims, awnings, and signs. Appropriate colors for the District include but are not limited to shades of red, brown, green, gold, yellow,

and gray. Pastels and garish colors are not appropriate for the District. Some variations of colors and finishes may be used to accent window trims or doors. However, it is generally better for the building to maintain a simple and appropriate color scheme. Colors for roof materials should complement the material colors of the building. In its entirety, the building's color scheme should be read as a cohesive whole along the entire façade.

3.0 ARCHITECTURAL GUIDELINES FOR RESTORATION OF LANDMARK BUILDINGS

Preserving and restoring the architectural integrity of existing landmark buildings plays a key role in maintaining the charm of the District. Restoration of any landmark building should retain the original building materials and architectural details. The aesthetic appeal of a building will be compromised by removing original decorative materials and features. If these components are beyond repair or restoration, the features should be replaced using like materials, and then re-incorporated into the building. Proper maintenance and restoration of historic structures will both enhance the look of the building and increase its economic value. The following structres have been designated as local landmarks within the District:

Fenz House	12 E. Schaumburg Road
Panzer House and Barn	133 E. Schaumburg Road
Turret House	17 E. Schaumburg Road
Lengl House	13 E. Quindel Avenue
The Buttery	105 S. Roselle Road
Atcher-Groen House	593 Groen Court
Kern-Schmidt Mansion	300 Lexington Court
Schweikher House and Studio	645 S. Meacham Road
Jennings House	221 S. Civic Drive
The Barn and Caretaker's House	217 S. Civic Drive
Schaumburg Athletic Association	1307 Sharon Lane
St. Peter Lutheran Church Complex	218, 220, 222, 236, and 302 E. Schaumburg Road and cemetery

The following section of the manual will outline preservation techniques for the District. Additionally, the techniques will coincide with the Secretary of the Interior's Standards.

3.1 Building Form and Scale

The overall form and scale of existing residential and commercial buildings within the OSC shall be retained if and when restoration work is required.

Residential

Residential landmarks should not be significantly altered to the point where the original building form and scale is compromised. Proposed additions or renovations must be designed with great care in order to complement the original architecture of the residence.

For example, existing structures should be preserved and maintained. Original features of garages and accessory structures should be restored to match the original. These buildings should not normally be moved or relocated, since these structures contribute and call attention to the context of the main residence.

There are some landmark buildings to which rooms have been added. These additions have become significant in their own right, and may need to be maintained as originally built. Research should be conducted to determine the addition's historical and architectural importance. The connection of a new addition always involves some degree of material loss from original exterior walls and details; however, the extent of the loss should be minimized through careful planning and preservation of historic character. If a later addition is removed, careful consideration should be taken to restore the original form of the building.

Lengl House-Porch Addition

Commercial

Most commercial buildings within the District are rectangular in form, and either one or two stories in height. Thus, existing building size and mass should be retained throughout the District. This way, a "human scale" component is continuously utilized. The addition of stories onto existing structures would be inappropriate, and would take away from the building's original appeal and integrity.

3.1a Accessibility

Landmark buildings were designed prior to accessibility requirements. Modifications to landmark buildings in the District to provide accessibility may be simple or more extensive, depending on what will be required. However, the integrity and historic character of the structure should be retained. Accessibility options should be identified and evaluated within a preservation context.

3.2 Roof Line Form and Scale

Original roof forms and overall scales should be maintained. Roofs should retain their original shape, pitch, and materials. If proposed additions will adversely affect the roof form in any way, the additions should be added at rear or side rooflines so as not to be readily visible from the street. Additionally, architectural features along the roof line should be preserved, so that the original look and appeal of the building is not compromised. Roof eaves, ridges, and fascia boards should be retained or restored to match original materials and forms as closely as possible, as should new gutters. Restored roofs on accessory structures should retain the original characteristics and form of the main building. Additions like modern-looking skylights and solar roof panels should only be placed along the rear of the building's roofline, in order to minimize visual impact.

3.3 Building Facades

Building facades should retain storefront appeal. Restorations should not deter from this appeal. Newly constructed features on a building façade should not detract from the overall building design. Storefront features, and the delineation of the upper façade and lower façade, should be maintained for two-story structures. Likewise, single-story structures should retain the aesthetic and architectural qualities existing on the building façade. If an addition or restoration work is proposed for a residential or commercial building within the OSC, the form and style of the change needs to match the existing building, so that the façade design is not compromised. Building details original to the landmark structure should not be obscured or removed.

3.4 Directional Expression of Buildings

Appropriate directional expression of buildings is an essential element within the District. Preservation of directional expression is important. Restorations to such building features as cornices, awnings, window or door headers, and sign friezes must retain original horizontal expression. Renovations to, or demolition of existing structures which break up the visual ambiance of the District is strongly discouraged.

3.5 Exterior Characteristics of Landmark Buildings

The exterior design and materials of a building play a key role in retaining historic appeal. The following section of the manual will bring to light key factors to consider when restoring landmark buildings, as well as examples of good and poor quality preservation and restoration techniques. Several points from the Secretary of the Interior's Standards have been incorporated into the document.

3.5a Wall and Siding Construction and Materials

Most landmark buildings were originally constructed of either masonry or wood. Over time, building materials will deteriorate. Therefore, maintaining and restoring the original materials of historic buildings in the District is particularly important. However, every landmark building has its own identity and distinctive character, and as such, maintenance and restoration techniques must be suitable to the fabric of the particular building.

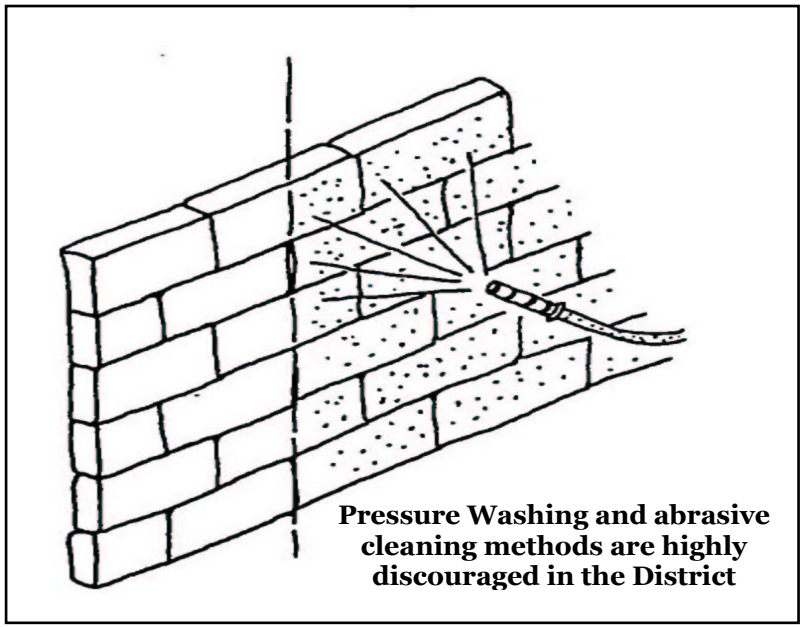
Character refers to the visual aspects and physical features that comprise the overall appearance of the building. Character-defining elements include materials of the building as well as the craftsmanship and decorative details of the building's design. Therefore, careful consideration should be taken when preserving, restoring, or enhancing the exteriors of landmark structures.

3.5a1 Brick

Many of the landmark buildings are of brick construction. If the brick material on a building is deteriorating, there are several things to consider before starting restoration work:

- *Cleaning:* In some instances, an older brick building simply needs to be gently cleaned in order to revitalize its exterior appearance. Cleaning a landmark building should always be done using the gentlest means possible, so damage to or destruction of materials or aesthetic qualities of the building does not result. Masonry cleaning methods can be categorized into three groups: water, chemical, and abrasive methods.

Water cleaning methods soften the dirt or soiling material and rinse the deposits from the masonry surface. This is usually the gentlest way of cleaning a masonry building. Using a non-ionic detergent and scrubbing with a natural bristle brush can facilitate cleaning textured or intricately detailed masonry features and is recommended for use. Pressure washing is highly discouraged because high water pressure can damage mortar joint lines. Using a steel brush is also discouraged because of the potential for excessive scouring of the masonry surface.



Pressure Washing and abrasive cleaning methods are highly discouraged in the District

The second cleaning method is chemical cleaning. Chemical cleaning methods can remove dirt, paint, stains, and graffiti. Chemical cleaners include alkaline and acidic treatments, along with water. Chemical cleaners should not be used on masonry.

The third type of cleaning method is abrasive cleaning. This type of cleaning method includes the use of grinders and grit or sand blasters, and will abrade the dirt or paint off the surface of the masonry. Abrasive cleaning should not be used on masonry buildings. Abrasives do not differentiate between the dirt and the masonry, and will

remove the outer surface of the brick and allow moisture to permeate the brick. Continuous freeze/thaw cycles will result in permanent damage to the masonry. Similarly, mortar joints, especially those with lime mortar, can also be damaged by abrasive cleaning.

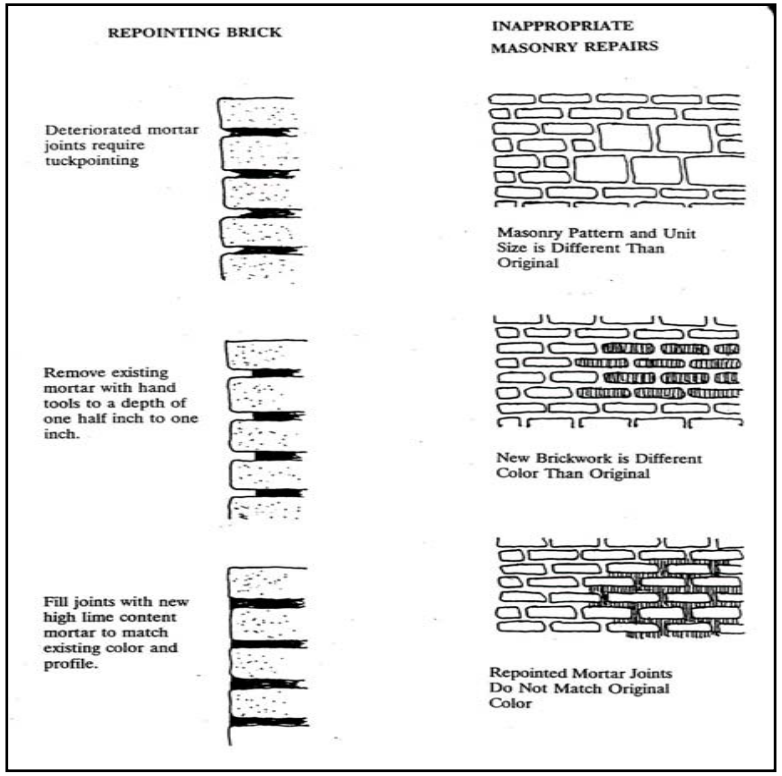
- *Maintenance:* Preservation of a brick facade may require repointing mortar joints. Repointing is the process of removing deteriorated mortar from joints of a masonry wall and replacing it with new mortar. If properly done, repointing can restore the physical and visual integrity of the masonry building. If done improperly, repointing can cause damage to the masonry and detract from the appearance of the building.

Repointing can be beneficial when mortar joints crack or loose bricks become apparent, or when mortar begins to disintegrate and flake off. In the accompanying example, repointing on the historic Fenz House has been completed in a professional manner and has refurbished the integrity of the building. When repointing brick, the new mortar joint should match the original in size, color, profile, and chemistry, or the historic appearance of the structure can be permanently destroyed. Mortar with a high lime content should be used. It is durable, yet soft and flexible, and it produces a compatible volume change in varying climate conditions. It is also slightly soluble in water and is able to self-seal small cracks that may occur in the masonry. Portland cement is not an appropriate mortar for historic structures, since it is adhesive to brick. Adhesion causes rigidity which then causes the brick to crack through uneven settling.

Another option for maintaining masonry construction is to paint over the older brick. However, painting brick is not an appropriate option for a landmark building since painting will result in a loss of the original texture and more historically appealing façade. The use of synthetic stucco, or EIFS material, is not appropriate on any landmark buildings.

- *Restoration:* In some instances, restoring and/or replacing building components will be the only appropriate manner in which to retain the overall historic character of a landmark building. One should carefully plan out any restoration work with qualified professionals and the Village. For example, if new brick is proposed for any part of the landmark building, the new brick must match the existing masonry in regards to color, texture, and size. Additionally, new mortar must match existing

mortar. New brickwork should also match existing brick patterns and decorative details. If new brick corbelling is proposed for the parapet of a commercial building, the new material must match the color, texture, and detail of the existing corbelling. Restoration work that might significantly alter the overall appearance of the building must be reviewed by the OSCC and approved by the Village Board.



3.5a2 Wood Siding

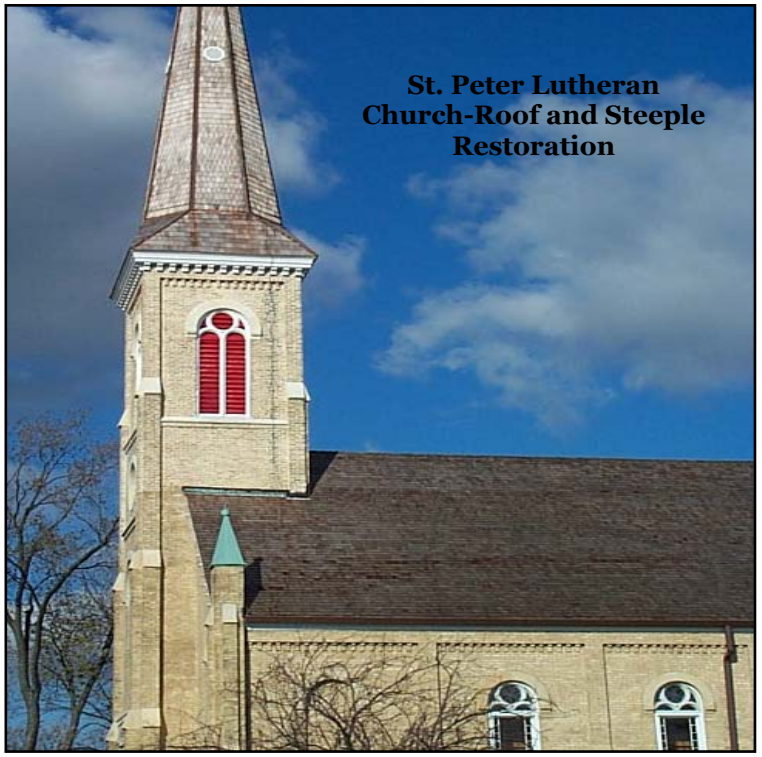
Wood clapboard siding was used on many local landmark buildings and should be maintained properly. Historically, the most common visible widths of wood clapboard siding range from three inches to five inches. Wood is a natural insulating device, and should last indefinitely if maintained properly. Cleaning, scraping, priming, caulking, and painting wood siding are necessary on-going maintenance functions. Wood surfaces should be scraped to remove loose paint, and then thoroughly washed to remove dirt and paint flakes. All previously painted wood surfaces which have been scraped shall be reprimed to insure better paint adhesion.

After priming, all joints should be caulked where one architectural component meets another, such as around doors, windows, and where siding meets trim. Caulk should be applied after priming so that the adhesives in the caulk stick to the wood. Paint can then be applied over the caulk and primed areas. Also, one should control and eliminate any mildew with proper cleaning and paint additives. If some wood siding needs to be replaced, it should match the existing materials in terms of color, texture, and board width. If wood preservation or restoration work is done properly, the existing historic appeal will not be altered or compromised on the landmark building.

3.5b Roof Construction and Materials

A weather-tight roof is basic in the preservation of a structure. Nevertheless, no matter how decorative the patterning or how compelling the form, the roof is a highly vulnerable element of the building. Landmark

buildings have highly stylized and pitched roof designs, and should be maintained accordingly. When roof trouble such as leaking occurs, it is important to contact a professional who is familiar with the inherent characteristics of the particular historic roofing system. Professionals will be able to determine if roof patching will accommodate the problem, or if further restoration work will be necessary.



Original roof materials on landmark buildings include wood, slate, clay tile, and asphalt shingles. Wood shingle roofs will deteriorate from exposure to rain and ultraviolet rays. Slate and clay tile roofs are also susceptible to deterioration from varying climate conditions, though at a much slower rate. Roof support systems may also deteriorate if roofing material is in failure. The buildup of ice dams and the failure of roof flashing systems can cause major roof deterioration. Gutters and downspouts also need periodic cleaning and maintenance to prevent structural failure.

Understanding potential weaknesses of roofing material also requires knowledge of repair difficulties. Individual slate or clay tiles can normally be replaced without major disruption to the rest of the roof. However, replacing flashing on a roof can require substantial restoration work. Such problems should be evaluated at the outset of any landmark restoration project to determine if the roof can be effectively repaired, or if it should be completely replaced with original-like materials. When performing a restoration project on a landmark building within the District, research of documents, photographs, and drawings, and a physical investigation of the building can help to establish the history of the roof. Professional advice and Village review will be needed to assess the various aspects of replacing a historic roof.

As with wall construction work, roof restorations should be done using the same materials which existed on the original roof. If substitute materials must be used, there should be a clear match in texture, scale, and color. Visibility of the roof should be considered. If the roof is flat, not readily visible from the street, and constructed of inferior material, it may make better economic and

construction sense to use other roof materials which are more durable but not of like material.

For example, asphalt shingles may be used and still replicate the historic appearance of the roof. The practical problems can be weighed against the historical consideration of the roof. Sometimes the effects of the substitute material may be negligible. However, if the roof has a high degree of visibility and patterning or texture, substitution may seriously alter the architectural character of the building and must be carefully considered.

Roof details, such as finials, dormers, and decorative spindlework, should be retained with the original shape, design, and placement. If roof vents are needed, they should be dormer vents rather than pot vents so as not to detract from the original roof composition. Finally, chimneys should be cleaned and repointed in accordance with masonry guidelines previously mentioned. If a chimney must be rebuilt, it should be rebuilt to match the original design and should not be covered with any inappropriate materials such as synthetic stucco.

3.5c Windows and Doors

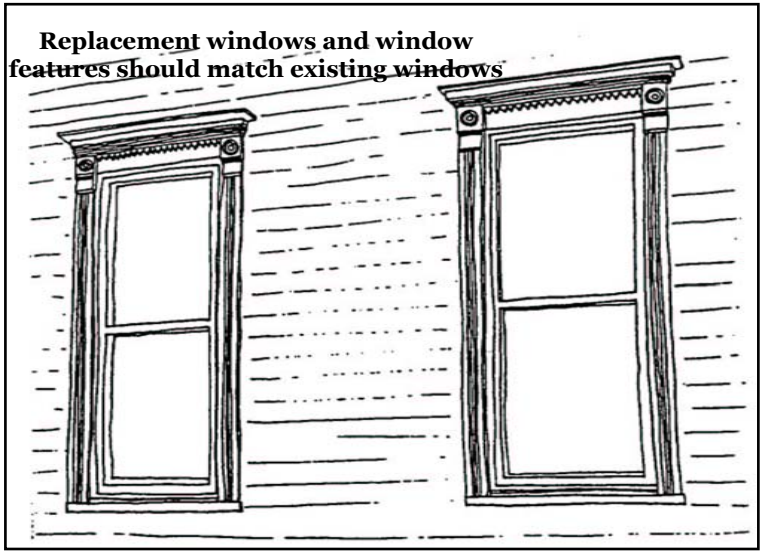
Windows are an important aspect of the architectural character of landmark buildings, and as such, original windows should be preserved in their original location, size, and design and with their original materials and window pane configuration. The design and craftsmanship of original windows make those elements worthy of preservation. This should be self-evident for highly ornamental windows, but it can be equally true for other landmark structures where windows may be the most dominant visual element on an otherwise plain building.

Evaluating the significance of windows and planning for repair or replacement can be a complex process, but should involve both objective and subjective professional opinions. Evaluating the architectural and historical significance of windows is the first step in planning for window restorations or replacement. As part of the evaluation, one must consider four basic window functions:

- *Admittance of light to interior spaces*. Windows should still be able to clearly expose an interior space with natural sunlight.
- *Provision of fresh air and ventilation to interior spaces*. Windows should still be able to properly open and close so as to allow in air and provide proper ventilation.
- *Provision of a visual link to the outside*. Windows should still effectively provide a visual connection to the outside spaces surrounding the building.
- *Enhancement of the building exterior*. Windows should still have aesthetic qualities which enhance the overall look and appeal of a building façade.

No single factor can be disregarded when planning new window treatments, as all elements of the window design should be carefully evaluated for restoration or replacement. These elements include the window location on the building façade, window design, materials of window frames, sills, and sashes, and the condition of

the window glazing and paint. One should also recognize advances in building technology may allow for alternate materials, but materials should always match the material of the period when the building was constructed. Inherent design problems causing moisture buildup and leaking should be evaluated. A determination can then be made if only simple maintenance of the windows is required, or if additional work is necessary.



Routine maintenance of windows within the OSC should be conducted, and should include repainting window features and weather-stripping of wood-framed windows. Additionally, replacement of some of the window features might become a necessary maintenance issue. For example, replacement of a window sash might become necessary if the wood has rotted on the existing sash. If normal maintenance will not appropriately mend the window, replacement with like material may become the only alternative.

Selecting replacement windows should begin with a visual and historical investigation of the windows in question. One should attempt to understand the contribution of the windows to the appearance of the façade. This will include an examination of the pattern of window openings, the size of the windows, the configuration of the window panes, the type of glass, materials of the window frames, sashes, mullions, and muntins, and any other window detail and decorative element. One must develop an understanding of how the window reflects the period, style, and architectural characteristics of the landmark building.

Replacement windows should be in-kind and of similar materials to match the originals in material and design. Also, the replacement of window trims and other decorative features should complementary to the existing materials. For example, flush or snap-on muntins should not be used on replacement windows, as they would be inappropriate for landmark buildings. Instead, true divided light windows should be used and should be painted to match the original materials.

Window screens can be added, as long as they are correctly sized to fit the entire window opening and do not overlap the frame. Also, screen frames should be made of either wood or anodized aluminum. Interior storm windows are preferred. If exterior storm windows must be used, the frames should have a painted or anodized finish, and not be raw metal. Storm windows should be sized and shaped to fit the entire window opening. Deteriorated window shutters can be replaced. The new shutters should match existing shutters on the building, and should be of louvered wood construction. Vinyl or aluminum shutters are not appropriate on landmark buildings.

Like windows, doors are highly visible and significant in defining the style and character of a building. Original doors and door features should be preserved and maintained. Cleaning, repainting, and proper sealing are the most important ways to maintain the look and appeal of doors without incurring extraordinary financial costs. As with windows, original door features and trims should be repaired and restored rather than replaced. However, if replacement is necessary, all new features should match original door materials, colors, and details.

Doors and door features, such as transoms and sidelights, should not be altered. If replacing doors, the new door should be built with the same design, proportions, and materials as the original. The original size of the door opening should not be enlarged, reduced, or shortened in height unless otherwise necessary due to accessibility issues.

If a door opening must be added to a landmark building to meet safety code requirements, the new door should be added to the side or rear of the structure and match existing doors both in design and visual rhythm. Any newly designed door should be made of wood, and painted to match existing doors. If glass is to be replaced within an historic door, the glazing of the glass should match as closely as possible to the original. If screen or storm doors need to be added, they should be correctly sized to fit the entrance opening. Screen and storm doors should be full-view or with minimal structural dividers in order to retain the visibility of the historic door behind the new doors. Additionally, they should preferably be made of wood, but an aluminum door may be appropriate if it has an anodized finish and a design which is complementary to the existing door. Raw aluminum doors are not acceptable for landmark buildings.

Original windows and doors should be maintained and preserved through conscious maintenance efforts. However, if replacement is essential, new windows and doors should fit into the existing frame, and replicate original materials, color, texture, size, and proportion.

3.5d Accessory Structures

Several landmark buildings within the OSC have accessory structures that have been designed as an important element of the overall site. For example, the original carriage house behind the Turret House has been converted into a retail and office space. If restoration work is necessary, like materials must be used to closely match the original design of the accessory structure. Likewise, any newly designed features should be developed in harmony with the main building, in regards to color, texture, and overall appearance.

3.5e Porches

Porches were designed as key defining characteristics of several of the landmark buildings within the OSC. Original porches should be maintained and repaired. Cleaning and repainting can be done to enhance the porch. Porches on the front of residences should not be enclosed with wood or glass to create additional living space. However, screening a porch on the front of a landmark building might be appropriate as long as the open appearance of the porch is still maintained. If the restoration of porch features becomes necessary, one should use like materials that closely match the original.

The scale and composition of the porch should be retained. The decorative features of the porch should also be properly maintained and preserved. If new

features are necessary, such as new balusters, handrails, newel posts, or bargeboards, these features should be appropriate for the time period in which the building was originally constructed and match the original porch design. Finally, porch steps and staircases should be retained in both appearance and materials. Wood steps are typically more appropriate for most of the landmark buildings than concrete steps.

3.5f Fencing and Lighting

Other accessory structures, such as fencing, light poles, and light fixtures, should be maintained to preserve the overall appearance of the OSC. These types of site features add to the historic character of the District. For example, it would be inappropriate to replace a solid wood fence with a chain link or vinyl fence. Likewise, it would be improper to paint a light pole or fixture in a color that would clash with the rest of the District. Instead, dilapidated fences should be restored and replaced using like materials, and treated with weather resistant finishes that accentuate their historic appearance. Similarly, light poles and fixtures should either be painted to match existing colors and hues within the District, or be replaced with similarly-designed features to complement the existing nature of the OSC or the specific landmark building.

3.5g Architectural Details

Landmark buildings display a wide variety of architectural features and detailing. These details are essential in defining each building's architectural style and period of construction. Original architectural features and detailing should be preserved and maintained. Appropriate and sensitive cleaning mechanisms must be utilized to preserve and beautify brick, stone, and wood details on landmark buildings within the District. If the details need to be replaced, the new details must be constructed of like material.

If replacement is necessary, new detailing should match the existing in terms of like materials, color, texture, size, and proportion. For example, a stone cornice should be replaced with a stone cornice that matches the original color and texture as closely as possible. Similarly, if only sections of a cornice are to be replaced, these sections should match the color and the detail of the original. Covering up or concealing original stone, brickwork, or clapboard with vinyl, aluminum or EIFS material is not appropriate.

Original architectural details which were previously covered or obscured should be exposed and properly reincorporated into the façade design. Many of these details have not actually been destroyed by being covered. Therefore, uncovering original elements will contribute to the historic value of the building, while adding visual interest to the façade. While uncovering and enhancing details is appropriate, adding new detail is not appropriate. Restoration of historic detail is encouraged rather than imitation of historical styles.

Landmark structures within the District should retain original architectural detailing. Normal maintenance should preserve these features, but if replacing or restoring original features becomes necessary, professional evaluations, along with historical and visual

surveys of the details, need to be conducted so that the replacement or restoration is accurate.

3.5h Colors of Buildings / Exterior Maintenance

A subdued and natural color scheme is present in the majority of the landmark structures. If one is interested in either enhancing or changing the color of an older building, particular attention should be paid to how a new or modified color will change the overall appearance of the landmark building. The placement of colors, rather than the number of colors, usually best accentuates the architectural details of the building. Colors are distributed into three basic categories:

- *Base color*. The base color covers the exterior of wood clapboard walls. If the exterior walls are of brick or wood, the base color must match the brick or stone. The base color of a building should not be substantially changed, since this will reflect a change in the building's overall look.

- *Trim color*. The trim color is used to frame the façade, doors, and windows. It is also the primary color of major architectural features, such as cornices and spindlework.

- *Accent color*. The accent color is used in limited quantities to highlight small details such as doors and shutters.

Colors should be chosen based on a paint chip analysis of the original colors or based on colors used on other buildings from a compatible time period if a paint chip is not available. Color guides of documented historical hues from selected paint manufacturers can also aid in selecting new paint colors. Likewise, old photographs of the building or a similar building can establish color placement on the structure. Glossy paint should not be used on landmark buildings.

Generally speaking, wall surfaces that were not originally painted should remain unpainted. However, other materials that were originally painted can be repainted as long as the new color will match the original color. Proper surface preparation of all exterior materials prior to repainting will maximize the longevity of the paint. Several steps should be taken to prevent paint failure.

Turret House-Trim Color Blends with Roof and Turret Color

4.0 ARCHITECTUAL GUIDELINES FOR RENOVATION OF CONTRIBUTING BUILDINGS

There are several buildings within the OSC which exhibit unique characteristics and add a contextual component to the District, but may no longer be as historically or architecturally significant due to inappropriate additions or alterations. These additions or alterations may have changed the character of the building, so it is important to provide guidance to property owners in order to encourage a more architecturally accurate building restoration or repair. While each contributing building is an important structure, a broader range of renovation opportunities are available to better blend these structures with the landmark buildings within the District. The following are contributing buildings which complement the landmark structures within the OSC:

Lou Malnati's	1 S. Roselle Road
Easy Street Pub	17 S. Roselle Road
Blue House and Barn	32 E. Schaumburg Road
Homestead House	105 E. Schaumburg Road
Office Building	11 E. Schaumburg Road
3 Folk Victorians	34, 106, & 110 S. Lengl Drive

While these structures are important additions to the OSC, many of them have lost original architectural details or have been significantly altered. As renovations or additions are planned for the contributing structures, those improvements should be made which will bring the design of the building closer to the original look of the structure. When renovating contributing structures within the OSC, one should retain the original building materials and architectural details. The aesthetic appeal of a building will be destroyed by removing its original materials and features. If these components are beyond repair or renovation, one should restore them with like materials, and re-incorporate these original features that duplicate the size, shape, and finish of the original. Proper maintenance and restoration of contributing structures will enhance and increase the architectural integrity and economic value of these historic properties.

4.1 Building Form and Scale

Overall building form and scale of contributing structures shall be retained if and when renovation work is required. Existing building size and mass should be retained throughout the District, so that a "human scale" component is continuously utilized. The addition of stories onto existing structures could be inappropriate, and could take away from the building's original appeal and integrity.

Likewise, maintaining original building scale and form preserves the "human scale" qualities of the District. Contributing structures should not be significantly altered to the point where the original building form and scale are lost. Renovations and additions should complement the original architecture of the building. Fore example, the screened porch addition at Lou Malnati's maintains a similar form and design with the main structure.

4.1a Accessibility

Most historic buildings were designed prior to accessibility requirements. Emphasis should be placed

on providing accessibility while still preserving the integrity of the historic properties. If an older structure within the OSC must adhere to current accessibility guidelines, both safety and aesthetic qualities need to be evaluated. Modifications to historic buildings in the OSC to provide accessibility may be as simple as adding a ramp to overcome one entrance step. Other modifications may be more extensive. Whatever modifications are required to make the building more accessible, the integrity and historic character of the structure should be retained. Accessibility options should be identified and evaluated within a preservation context. Modifications to improve accessibility should generally be based on the following priorities:

- *Make the main public entrance to the building and primary public spaces accessible.* Creating an accessible entrance usually involves overcoming a change in elevation. To preserve the integrity of the main entrance features (decorative staircase, molded or stylized steps and railings), a number of solutions are available to increase accessibility. These include regrading the entrance with a smaller slope, incorporating and locating ramps that do not detract from the appearance of the entrance, and retrofit existing doorways to include automatic door openers (see accompanying sketch).

- *Provide access to all goods, services, and programs within the building*. If an older residential structure within the OSC is to be converted to commercial or office purposes, more readily accessible interior spaces will then be required. Persons with disabilities should have independent access to all public areas and facilities within the building. Again, installing ramps or wheelchair lifts, modifying interior staircases, and upgrading existing elevators can provide better accessibility throughout the building.

- *Provide access to amenities and secondary areas within the building*. Areas within the main building should be easily accessible to those with disabilities. Ramps should be added to aid when there is a change in elevation.

Providing accessibility to the interiors of historic structures in the OSC must be considered when making any restorations or alterations to historic buildings. As such, the building can be both aesthetically appealing and substantially more accessible.

4.2 Roof Line Form and Scale

Original roof form and scale for all contributing structures should be maintained. Roofs should retain their original shape, pitch, and materials. If proposed additions will adversely affect the roof form in any way, the additions should be added at rear or side rooflines so that the alteration is not readily visible from the street. Additionally, original architectural features along the roof line should be preserved, so that the original look and appeal of the building is not compromised. Roof eaves, ridges, fascia boards, and gutters should be retained or restored to match original materials and forms.

4.3 Building Facades

Contributing structures should retain traditional storefront design, and renovations should accentuate that original design scheme. If an addition or renovation work is proposed for a contributing building within the OSC, the form and style of the change must match the original design of the building. Original building details should not be obscured or removed.

4.4 Directional Expression of Buildings

Appropriate directional expression of buildings within the District is an essential element of the area's appeal, and renovations to such building features as cornices, awnings, window or door headers, and sign friezes should retain original directional expression. The accompanying photograph illustrates the Homestead House (far right) carefully integrated into the development of the more recent Waterbury Place shops on Schaumburg Road. Poorly planned renovation or demolition of an existing contributing structure which breaks up the visual character of the District is strongly discouraged.

4.5 Exterior Characteristics of Contributing Buildings

The exterior design and materials of a building play a key role in retaining historic appeal. While new exterior building materials on contributing structures need not be reviewed under the same strict standards as landmark buildings, utilizing exterior materials which are architecturally and historically appropriate for the contributing building and for the OSC is critical. Materials for restoration and maintenance of contributing structures include but are not limited to the following:

1. Painted or stained Wood Siding
2. Painted or stained Treated Wood
3. Brick-full size
4. Natural Stone-full size
5. Slate
6. Copper
7. Metal standing-seam roofing and flashing

8. Aluminum windows, gutters, and downspouts
9. Tin soffits
10. Brass, Cast Iron, and Wrought Iron
11. Like Material which replicates material which was commonly used in Northeastern Illinois during the late 19th and early 20th Centuries.

4.5a Wall and Siding Construction and Materials

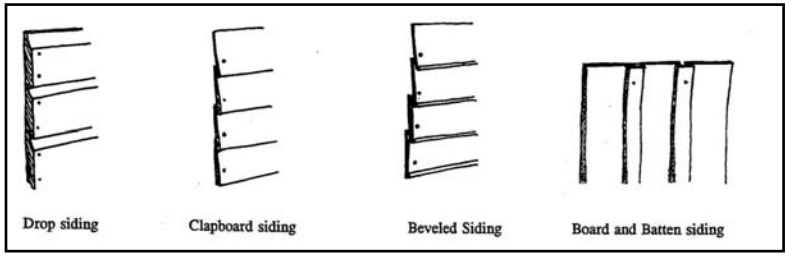
Most of the contributing buildings within the OSC are of either masonry or wood construction. Over time, building materials will fade and deteriorate. Therefore, maintaining and restoring the original materials on contributing buildings in the District is particularly important. Careful consideration should be taken when preserving, restoring, or enhancing the exteriors of contributing structures.

Brick

Some of the contributing buildings are of brick construction. If the brick material on a building is deteriorating, there are several considerations to look at before starting restoration work (previously listed in the Guidelines for Restoration of Landmark Buildings section of the design manual).

Wood Siding

Some contributing structures, such as Lou Malnati's, are clad with wood siding. Cleaning, scraping, priming, caulking, and painting wood siding are necessary maintenance functions. If wood siding needs to be replaced, it should match the existing materials in terms of color, texture, and board width. If wood preservation or restoration work is done properly, the existing historic appeal should not be altered or compromised on the contributing building.



4.5b Roof Construction and Materials

Roof construction for contributing structures should be maintained. When roof deterioration causes leakage, it is important to contact a professional who is familiar with the inherent characteristics of the particular historic roofing system. Original roof materials within the OSC include wood, slate, clay tile, and asphalt shingles. Wood shingle roofs can erode from exposure to rain and ultraviolet rays. Slate and clay tile roofs are also susceptible to deterioration because of extremes in weather conditions.

Roof support systems may also deteriorate if roofing material is in failure. The buildup of ice dams and the failure of roof flashing systems can cause major roof deterioration. Gutters and downspouts also need periodic cleaning and maintenance for structural and aesthetic reasons. For any renovation project within the district, research of documents, photographs, and drawings, and a physical investigation of the contributing building can help to establish the history of the roof. Also, professional advice and Village review will be

needed to assess the various aspects of replacing a historic roof.

As with wall construction work, roof renovations should be done using the same materials which exist on the original roof. If substitute materials must be used, there should be a clear match in texture, scale, and color. Also, the visibility of the roof should be taken into consideration. If the roof is flat, not readily visible from the street, and constructed of inferior material, it may make better economic and construction sense to use other roof materials. The practical problems should be weighed against the historical consideration of the roof. Sometimes the effects of the substitute material may be minimal. However, if the roof has a high degree of visibility and patterning or texture, the substitution may seriously alter the architectural character of the building.

Roof details should be retained with the original shape, design, and placement. If additional roof vents are needed, they should be dormer vents rather than pot vents so as not to detract from the original roof composition. Chimneys should be cleaned and repointed in accordance with masonry guidelines previously mentioned. If a chimney must be rebuilt, it should be rebuilt to match the original design and should not be covered with any inappropriate materials such as synthetic stucco.

4.5c Windows and Doors

Windows on contributing structures are an important aspect of the architectural character of those buildings. Thus, original windows should be preserved in their original location, size, and design and with their original materials and window pane configuration. The design, craftsmanship, or other qualities may make those elements worthy of preservation. Evaluating the significance of windows and planning for repair or replacement can be a complex process, but should involve both objective and subjective professional opinions. Evaluating the architectural and historical significance of windows is the first step in planning for window renovations or replacement. As part of the evaluation,

four basic window functions should be considered:

- *Admittance of light to interior spaces*. Windows should still be able to clearly expose an interior space with natural sunlight.
- *Provision of fresh air and ventilation to interior spaces*. Windows should still be able to properly open

and close so as to allow in air and provide proper ventilation.

- *Provision of a visual link to the outside.* Windows should still effectively provide a visual connection to the outside spaces surrounding the building.
- *Enhancement of the building exterior.* Windows should still have aesthetic qualities to enhance the overall look and appeal of the building's façade.

All elements of the window's appeal and design should be carefully evaluated for renovation or replacement purposes. These elements include the window's location on the building façade, the condition of the materials and paint on window frames, sills, and sashes, and the condition of the window glazing. Moisture and leaking problems should be evaluated. Routine maintenance of windows should be conducted, and should include repainting window features and weather-stripping of wood-framed windows. Replacement of some of the window features might become a necessary maintenance issue. For example, replacement of a window sash or sill might become necessary for the Folk Victorian home illustrated in the accompanying photograph. If normal maintenance will not appropriately mend the window, replacement may be the only alternative.

Selecting replacement windows should begin with a visual and historical investigation of the windows in question. One should attempt to understand the contribution of the windows to the appearance of the façade. This will include the pattern of window openings, the size of the windows, the configuration of the window panes, the characteristics of the glass and materials of the windows, and the associated window details and decorative elements. One must develop an understanding of how the window reflects the period, style, and architectural characteristics of the contributing building and of the OSC in general.

Replacement windows should be in-kind to match the originals in material and design. Also, replacement of window trims and other decorative features should be complementary to the existing materials. For example, flush or snap-on muntins should not be used on replacement windows. Instead, true or simulated true divided light windows should be used and should be painted to match the original materials.

Window screens can be added, as long as they are correctly sized to fit the entire window opening and do not overlap the frame. Also, screens should be made of either wood or anodized aluminum. In regards to storm windows, interior ones are preferred. If exterior storm windows must be used, they should have a painted or colored finish, and not be raw metal. Storm windows should be sized and shaped to fit the entire window opening. Deteriorated window shutters can be replaced. The new shutters should match existing shutters on the building, and should be of louvered wood construction. Vinyl or aluminum shutters are not appropriate on contributing buildings. Window and window feature replacements should match the original materials and design as closely as possible.

Doors are also highly visible and significant in defining the style and character of a building. Original doors and door features should be preserved and maintained. Cleaning, repainting, and proper sealing are several ways to maintain the look and appeal of doors. If replacement is necessary, all new features should match original door materials, colors, textures, and details.

Doors and door features, such as transoms and sidelights, should not be altered. If replacing doors, the new door should be built with the same design, proportions, and materials as the original. The original size of the door

opening should not be enlarged, reduced, or shortened in height. Also, if a door must be added to a contributing building to meet safety code requirements, the new door should be added to the side or rear of the structure and match existing doors. Any newly designed door should be made of wood, and painted to match existing doors.

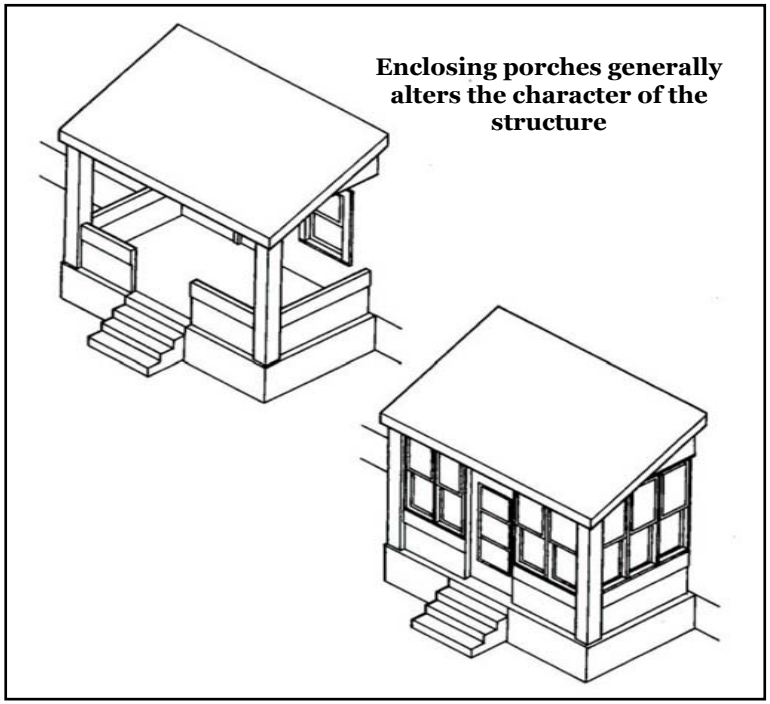
If glass is to be replaced within a door, the glazing of the glass should match as closely as possible to the original. If screen or storm doors need to be added, they should be correctly sized to fit the entrance opening. Screen and storm doors should be full-view or with minimal structural dividers in order to retain the visibility of the historic door behind the new doors. Additionally, they should preferably be made of wood, but an aluminum door may be appropriate if it has an anodized finish and is designed to be complementary to the existing door. Unrefined aluminum doors are not acceptable for contributing buildings.

4.5d Accessory Structures

If a contributing building has an accessory structure that has been designed as an important element of the overall site, these structures should also be maintained. If restoration or replacement work is necessary, these new features and materials should closely match the existing design of the accessory structure. Likewise, any newly designed features should be developed in harmony with the main building, in regards to color, texture, and overall appearance.

4.5e Porches

Porches were designed as key characteristics of several of the contributing buildings within the OSC. Original porches should be maintained and repaired where needed. Porches on the front of residences should not be enclosed with wood or glass for additional living space. However, the screening of porches on the fronts of buildings might be appropriate as long as the open appearance of the porch is still maintained. If the replacement of porch features becomes necessary, one should use materials that closely match the original. The scale and composition of the porch should also be retained. The decorative features of the porch should be



properly maintained and preserved. If new features are proposed, such as new balusters, handrails, newel posts, bargeboards, and attached porch swings, these features should match original features in terms of materials, colors, and size. Finally, porch steps and staircases should be retained in both appearance and materials. Wood steps are more appropriate for the OSC than concrete steps.

4.5f Fencing and Lighting

Other accessory structures, such as fencing, light poles, and light fixtures, should be maintained to keep the overall appearance of the OSC intact. These types of site features need to maintain the historic character of the district. Dilapidated fences should be repaired with similar materials, and treated with weather resistant finishes that do not take away from their historic appearance. Similarly, light poles and fixtures should either be painted to match existing colors and hues within the District, or be replaced with similarly-designed features to complement the existing nature of the OSC.

4.5g Architectural Details

Contributing buildings within the OSC display a wide variety of architectural details, which are important in defining each building's architectural style and period of construction. Original architectural features and detailing should be preserved and maintained. Appropriate and sensitive cleaning mechanisms can be utilized to preserve and beautify brick, stone, and wood details on contributing buildings within the OSC. If the details need to be replaced, the new materials should match the original as closely as possible. Covering up or concealing older stone or brickwork with vinyl, aluminum or EIFS material is not appropriate. Instead, original detailing should be preserved or replaced with similar components.

Original architectural details which have been presently covered or obscured should be exposed and properly incorporated into the façade design. Many of these details have not actually been destroyed by being covered. Therefore, uncovering original elements will contribute to the historic value of the building, while adding visual interest to the façade. While uncovering and enhancing details is appropriate, adding new details is not appropriate. Restoration of historic details is encouraged rather than imitation of historical styles. In the accompanying photograph, one can see that cleaning and restoring architectural details on the Easy Street Pub building would greatly enhance the integrity of the contributing structure.

4.5h Colors of Buildings / Exterior Maintenance

A subdued and natural color scheme is present in the majority of the contributing structures. If one is interested in either enhancing or changing the color of one of these buildings, attention should be paid to how a new or modified color will change the building's overall appearance. The placement of colors, rather than the number of colors, usually best accentuates the architectural details of the building. Color categories have been previously discussed in the "Guidelines for Restoration of Landmark Buildings" section of the manual, and should be similarly retained.

Generally speaking, wall surfaces that were not originally painted should remain unpainted. However, other materials that were originally painted can be repainted as long as the new color will match existing colors. Proper surface preparation of all exterior materials prior to repainting will maximize the longevity of the paint. Several steps should be taken to prevent premature paint failure. Paint should be removed and walls should be primed for repainting using the gentlest means possible. Once a surface area has been prepared for repainting, one must apply a color that will neither detract nor alter its appearance. One should try to match the existing color as closely as possible. If this color does not exist or a close match is not possible, an appropriate color should be used in its place.

5.0 SIGNAGE GUIDELINES

Signs are an important economic consideration for any commercial establishment within an historic district. Signs provide businesses and commercial establishments with advertising and identity. Appropriate signs also contribute to the overall image of the OSC. Because they are such a visible storefront element, signs must be designed and placed to integrate with the building architecture. Signs should be placed in a manner that establishes signage consistency along the building facade. Additionally, this type of sign alignment makes it visually easier for motorists and pedestrians to read the signs. Finally, corporate signage should be designed to blend in with the historic character of the District while providing a distinguishing visual element for the corporation or franchise.

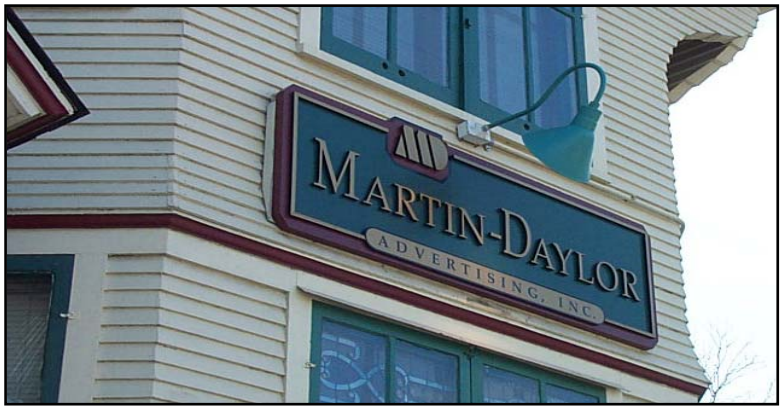
The OSCC reviews and makes recommendations to the Village Board on the following signage components:

- type of sign
- area and height of the sign
- location of the sign
- number of items of information on the sign
- lettering size and style on the sign
- color and materials of the sign
- type of illumination of the sign

There are several types of signs permitted in the OSC. These include wall signs, ground signs, window signs, awning/canopy signs, accessory signs, and projecting signs. Each sign type has specific criteria in terms of size, area, color, and materials that should be followed, thus establishing continuity within the District. Several sign elements are regulated in order to observe the historic nature of the District. For example, lettering styles

should be chosen for clarity and compatibility with the historic architecture of the District.

Sign color is an important element to consider within the OSC. Contrasting colors are appropriate as long as they do not detract from the architectural integrity of the building or the area. The use of garish, brilliant, or fluorescent paints or colors is prohibited. Signage color should be harmonious throughout the OSC. While signs should be distinctive in color, they should not clash sharply or undermine the historic atmosphere of the District. Sign color and façade color compatibility will result in a more dynamic impression of the District.



Methods of lighting signs are an important element to consider within the OSC. Signs that contain exposed neon are strictly prohibited in the District, since this type of signage would not be in keeping with the character of the District. Wall signs within the OSC may either contain back-lit channel letters or be illuminated with decorative gooseneck lights. Ground signs within the District may use ground-mounted lights that are adequately screened with landscaping or other appropriate material.

Wall signs. Wall signs should be designed and placed flush against a building facade. Wall signs should be made of wood, metal, stone, or brick. If possible, wall signs should be located on the sign frieze which separates the lower portion of the facade from the upper portion. If the building is only one story, wall signs should be placed above storefront windows and should not block any architectural features or details on the facade.

• *Ground Signs.* Ground signs within the District should be attractively designed to blend in with the layout of the site. Ground signs should be low profile, and should be constructed of a material compatible with the architecture and material of the building. For example, the ground sign at 33 S. Roselle exemplifies signage

compatibility with the architecture and materials of the main building (see accompanying photograph).

• *Window Signs*. Window signs can add a sense of character to a building, and are in keeping with the historic appeal of the OSC. Gold leaf, a common feature on windows during the late 19th and early 20th centuries, is the most appropriate material for window signs. However, other materials may be used for window signs as long as they are in keeping with the character of the District. Window signs should be compatible with wall signage and not detract from the historic appeal of the building.

• *Awning/Canopy Signs*. In addition to providing protection to pedestrians, awnings and canopies offer an opportunity for attractive signage. The color, lettering, and pattern of the awning or canopy can play a role in the overall design of an awning or canopy sign. Awning or canopy signs should be attractively designed, and should be patterned after storefront awnings and canopy signs from the late 19th and early 20th centuries.

• *Accessory Signs*. Accessory signs include directional and instructional signage. While not utilized until the rise of automobile popularity, accessory signs are now an important means of guiding both automobile users and pedestrians into and around a site. Accessory signage design should be compatible with other signage on the site, and should be placed appropriately and effectively to navigate users through the site.

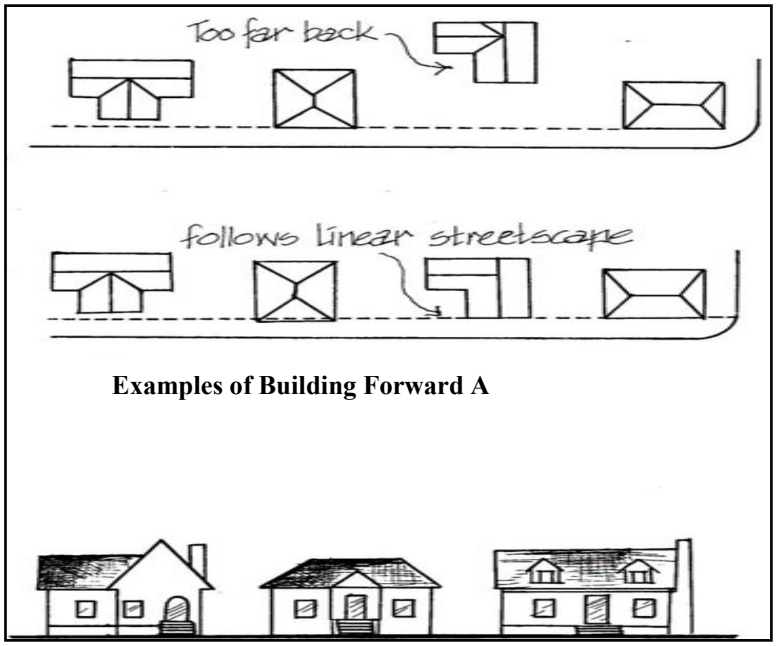
• *Projecting/Hanging Signs*. Signs hung perpendicular to a building facade were commonly used in the late 19th and early 20th centuries as an invitation to pedestrians. Hanging or projecting signs should be designed to be compatible with other signage on the building, as well as with the architecture of the building. Attractive hardware, such as wrought iron brackets, should be utilized for hanging or projecting signs.

6.0 SITE PLANNING GUIDELINES

When developing or redeveloping sites in the OSC, it is important to ensure architectural compatibility. However, it is equally important to ensure quality site design and compatibility as well. Previous sections of the manual have described the linear composition, human scale qualities, and streetscape appeal of the various types of buildings within the District. Likewise, sites should be designed with these overall concepts in mind.

When the Sarah's Grove farming community was originally established, the automobile was a minor factor. While pedestrian-friendly factors should be taken into consideration for all properties within the OSC, one cannot deny the fact that automobiles are heavily used within the District. Several site planning issues to address within the OSC include building location and orientation, site access and circulation, and parking lot location and design.

- *Building Location and Orientation.* The idea of "human scale" within the District is essential to reaffirm the historic appeal of the area. The location and orientation of a residential or commercial structure on a site must complement the human scale component of the District.



Examples of Building Forward A

For commercial properties, buildings should be closer to the street and maintain as small of a front yard setback as is practical. Close proximity to the street will lend itself to a more pedestrian-friendly environment, while enhancing the streetscape appeal of the structure. Likewise, newly developed structures should maintain a linear composition with adjacent properties to further enhance the streetscape appeal. Buildings which are set far back from the street will diminish the streetscape appeal found within the District. Residential properties should also be designed with this streetscape component in mind, making certain that building features and design elements develop a compelling curbside appeal for the residence.

Similarly, building orientation on the property adds to the appeal of the District. Buildings should be oriented towards the street, with front elevations facing the street. For commercial structures, front façades will draw both pedestrians and automobile drivers into the retail setting. If a commercial structure abuts two or more streets, the building should be located close to the corner to provide a strong corner presence. Residential structures should also have attractively designed front facades oriented toward the street. Garage doors should be placed along the side or rear of the building if possible so as not to detract from the other architectural features of the front façade. Buildings which front and are closer to the street provide for a more intimate pedestrian environment within the District.

- *Site Access and Circulation.* Most sites within the District are small, and narrow, so limiting the number of access points will provide safe and efficient right-of-entry into all sites. If possible, shared access points and drive aisles should be constructed between adjacent properties. If shared access points and drive aisles are not possible, rear or side drives should be developed so the development does not diminish the streetscape appeal.

- *Parking Lot Location and Design.* While parking is an important factor for each site, it should not be the dominant visual element of the site. As a general rule, parking should be provided in the rear or side of the property. Parking in the front of a property within the OSC is discouraged, unless there is no other feasible location for the parking area. If possible, parking should be shared between adjacent uses. Shared parking can provide for sufficient parking for a multitude of uses, and encourages motorists to utilize more than one commercial use per automobile trip.

7.0 LANDSCAPE GUIDELINES

An attractive asset of the OSC is the variety of mature landscaping found throughout the District. Existing plant material adds value and charm to the District. New development or redevelopment projects within the OSC need to establish a landscape design that will complement the existing landscape on the site, as well as reinforce the existing landscaped character of the OSC. Native plant material should be chosen as part of any infill, renovation, or restoration plan, and should be designed in such a manner as to promote open space and public interaction.

8.0 GLOSSARY

The following is a list of important architectural and site planning terms used in the OSC Design Manual:

Anodized
Oxidize or coat the surface of metal.

Architectural Character
The composite of the characteristics of the structure, form, and materials of a building, group of buildings, or other architectural composition.

Architectural Feature
A prominent or significant element of a building, structure, or site.

Awning
An overhanging element made of canvas or other non-rigid material, stretched over a frame and extended over a doorway or window.

Baluster
One of a number of short vertical structural members, often circular or square in cross section, used to support a stair handrail or the like.

Balustrade
An entire railing system, along the edge of a porch, balcony, or roof deck; includes a top rail and its balusters, and often a bottom rail.

Bargeboard
A board that hangs from the projecting edge of a sloping gable roof, usually carved and elaborately ornamented.

Base
The lowest and often widest visible part of a building or a column.

Bay Window
A window or series of windows that protrude from a wall.

Belt Course
A horizontal band of masonry extending horizontally across the façade of a building, which usually projects beyond the face of the building.

Brackets
Any support that sustains or helps to sustain the weight of an overhanging member, such as a cornice, eaves, or shelf projecting from a wall.

Building Forward
Construction of a building or structure close to the street to create a pleasant pedestrian atmosphere and streetscape appeal.

Building Form
Overall composition of a building as it relates to its building features and architectural components.

Building Scale
Size and mass of a building as it relates to surrounding buildings and structures and to pedestrians.

Buttress
An exterior mass of masonry set against, or built into, an external masonry wall to strengthen or support it.

Capital
The topmost structural member of a column, pilaster, or the like.

Casement Window
A window composed of one or more casement sashes.

Clapboard
An exterior covering of wood boards over a building usually of wood-frame construction.

Column
A relatively long, vertical, and slender structural compression member such as a pillar or post that supports a load acting in the direction of its longitudinal axis.

Compatibility
Harmonious features in the appearance of two or more buildings, structures, or sites within the same vicinity.

Concave Joint
A recessed masonry joint, formed in mortar by the use of a steel tool, that gives the joint a concave shape and makes it more resistant to water penetration.

Corbel
In masonry construction, a projection or one of a series of projections, each stepped progressively outward with increasing height, and usually projecting from a wall or chimney; serves as a support for an overhanging member or course above, or is purely decorative in nature.

Cornice
A molded horizontal projection that crowns or finishes the top of a wall where it meets the edge of a roof.

Course
A layer of masonry units bonded with mortar that runs horizontally in a wall or is curved over an arch.

Cross Gable
A gable whose face is parallel to the main ridge of the roof.

Dentil Molding
A series of small, square, tooth-like blocks that form decorative features along a cornice or roof line.

Dormer Window
A structure projecting from a sloping roof, usually housing a vertical window or louvers.

Double Fronted
A storefront that has entrances on both the front and rear of the building.

Double-Hung Window
A window having two vertical sliding sashes, each designed to close at a different half of the window.

Eave
The part of the roof that projects beyond the exterior walls, usually the lower edge of a sloped roof.

EIFS (Exterior Insulation Finish Systems)
Synthetic stucco used on exterior facades.

Façade
The exterior face of a building.

False Window
A recess in an external wall having, or suggesting, the appearance of a window.

Fanlight
A semicircular or semi-elliptical window over a door, commonly with radiating rods or bars suggestive of an open fan.

Fascia
Any flat, horizontal member or molding having little projection.

Fascia Board
A broad, flat board that is nailed across the lower ends of roof rafters, and sometimes supports a gutter.

Finial
An ornament that terminates the point of a pediment, pinnacle, spire or the like.

Fish Scale
Overlapping rows of shape tiles or shingles that resemble overlapping fish scales.

Flat Roof
A horizontal roof having little or no slope.

Frieze
The middle horizontal member of a Classical entablature, or a decorative band at or near the top of an exterior wall below the cornice.

Gable
A vertical surface on a building usually adjoining a pitched roof, commonly at its end and triangular-shaped, or a feature on the façade of a building displaying the same vertical features.

Gable Roof
A roof having a single slope on each side of a central ridge, usually with a gable at one or at both ends of the roof.

Gambrel Roof
A roof having two flat surfaces on each side of a central ridge, with each side at a different pitch; the shorter upper surface has a low pitch, while the longer, lower surface has a steep pitch.

Glazing
Sheets or panes of glass that are set in windows, doors, or other openings.

Header
A brick or stone, laid horizontally, with its length perpendicular to the face of the wall and its end exposed so that the smallest member is vertical; or a horizontal masonry feature above a door or window, similar to a lintel.

Hipped Roof
A roof comprising adjacent flat surfaces that slope upward from all sides of the perimeter of the building.

Human Scale
Buildings and structures at an appropriate scale to accommodate human interaction in and around the building, groups of buildings, or site.

Infill Construction
The construction of new buildings on vacant lots within an existing building framework.

Joint
The junction between adjacent surfaces, or the place where two members or components are firmly held together by nails, cement, fasteners, mortar, or the like.

Keystone
The central wedged-shaped masonry block of an arch, or a decorative wedged-shaped feature added above a door or window.

Kickplate
The wood or metal panel located beneath the display window or door in a typical storefront.

Lattice
A structure formed by the crossing of laths, bars, rods, or thin strips of wood or metal, usually arranged in a diagonal or square pattern; often used as a screen or ornamental grillwork.

Lintel
A horizontal structural member that spans the top of an opening such as a window, and supports the weight of the wall directly above it.

Louver
An assembly of sloping, overlapping blades, slats, or narrow boards, often set in a door, window, or other opening; may be fixed or may be adjustable to admit air and/or light.

Medallion
An ornamental feature, usually round, oval, or square, representing an object or design in relief.

Molding
A long, relatively narrow surface, that may be flat, curved, or somewhat irregular; used as a decorative element at the edges of or joints between surfaces on bases, capitals, cornices, doors, panels, and windows.

Mortar
A plastic mixture of cementatious materials (such as lime or cement) with water and sand; hardens as it dries in place and used in building construction to bond brick, stone, and the like.

Mullion
A vertical member that separates lights in a window or panels in a door.

Muntin
A secondary framing member to hold glass panes within a window frame, window wall, or a door.

Newel Post
A post, often ornamental, that supports one end of a handrail at the bottom or top of a flight of stairs.

Outbuilding
A building subsidiary to, and separate from, the main house or building.

Pane
A flat sheet of glass cut to fit a window or door.

Panel
A portion of a flat surface usually either sunk below or raised above the surrounding area, commonly seen on doors.

Parapet Wall
A low protective wall or similar barrier at the edge of a roof, balcony, or terrace.

Pediment
A low, triangular gable usually having a horizontal cornice, and situated above a door or window.

Pier
A column, masonry support, or other structural member used to sustain a concentrated load, generally as a thickened section forming an integral part of a wall; set at intervals along a wall which is thicker at such placements.

Pilaster
A pier or column attached to a wall, often with a capital and a base, that projects slightly from the wall, sometimes to provide added strength and sometimes merely for decoration.

Pinnacle
A small, ornamental upright structure usually tapered, rising above the roof of a building and commonly capping a tower.

Porch
An exterior structure that shelters a building entrance or extends along the outside of a building.

Repointing
The removal of old mortar from between existing bricks and its replacement with new mortar.

Ridge
The line at the intersection of the upper edges of two sloping roof surfaces.

Rodded Joint
Same as a masonry concave joint.

Roundel Window
A small, circular window.

Rowlock Course
A row of bricks laid on their edges so that their smallest surfaces are visible.

Sash
The framework of a glazed window that is either movable or fixed.

Setback
The minimum distance between the property line and the building line.

Shingle
A thin piece of slate, tile, or wood used as an exterior covering on sloping roofs and walls**.**

Shutter
A hinged screen or cover for a window.

Sidelight
A framed area of fixed glass, usually comprised of a number of small panes, set vertically on each side of a door.

Sill
The horizontal bottom member of a window or door frame.

Single-Hung Window
A window having two sashes, only one of which (usually the lower one) is movable.

Soldier Course
A row of bricks laid on end, so that the bricks are positioned vertically with their narrower faces showing on the wall surface.

Spindlework
Wood details having circular cross sections used as decoration along a roof line or on a porch.

Storefront
Street-level pedestrian zone on a building.

Streetscape
An appealing atmosphere along the street with buildings close to the street, and other site features enhancing the overall appeal of the area.

Tracery
Multi-curved openwork shapes in stone or wood that create a decorative pattern within a window or other openings on a building or structure.

Transom
A horizontal member, usually of wood or stone, that separates a door from a window, fanlight, or panel above it.

Turret
A cylindrical tower, typically with a conical roof and usually part of a larger structure.

9.0 Suggestions for Further Reading

The following is a list of print and internet sources that were utilized in the development of this manual and are quality resources for further reading and review:

Books

- Foulks, William G. Historic Building Facades: The Manual for Maintenance and Rehabilitation. New York: Wiley and Sons, 1997.
- Harris, Cyril M. American Architecture: An Illustrated Encyclopedia. New York: W.W. Norton and Company, 1998.
- Jandl, H. Ward. The Technology of Historic American Buildings: Studies of the Materials, Craft Processes, and the Mechanization of Building Construction. Washington, D.C.: The Foundation for Preservation Technology, 1983.
- Jester, Thomas C., ed. Twentieth-Century Building Materials. New York: McGraw-Hill, 1995.
- Massey, James C. and Shirley Maxwell. House Styles in America: The Old-House Journal Guide to American Homes. New York: Dovetale Publishers, 1996.
- McAlester, Virginia and Lee McAlester. A Field Guide to American Homes. New York: Alfred A. Knopf, 1984.
- Moss, Roger W. Century of Color: Exterior Decoration for American Buildings, 1820-1920. Watkins Glen, New York: American Life Foundation, 1981.
- United States Department of the Interior. The Secretary of the Interior's Standards for Rehabilitation and Illustrated

Guidelines for Rehabilitating Historic Buildings. Washington, D.C.: National Parks Service, 1996.

♦ Village of Schaumburg. Schaumburg: A Walking Tour of Historic and Architectural Landmarks. 1993.

Preservation Briefs from the Technical Preservation Services of the United States Department of the Interior

♦ Mack, Robert and Anne Grimmer. Accessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings. Preservation Brief No. 1. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 2000.

♦ Mack, Robert and John P. Speweik. Repointing Mortar Joints in Historic Masonry Buildings. Preservation Brief No. 2. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1998.

♦ Sweetser, Sarah M. Roofing for Historic Buildings. Preservation Brief No. 4. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1978.

♦ Grimmer, Anne. Dangers of Abrasive Cleaning to Historic Buildings. Preservation Brief No. 6. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1979.

♦ Myers, John H. and Gary L. Hume. Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings. Preservation Brief No. 8. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1984.

♦ Myers, John H. The Repair of Historic Wooden Windows. Preservation Brief No. 9. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1981.

♦ Weeks, Nancy D. and David W. Look. Exterior Paint Problems on Historic Woodwork. Preservation Brief No. 10. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1982.

♦ Jandl, H. Ward. Rehabilitating Historic Storefronts. Preservation Brief No. 11. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1982.

♦ Weeks, Kay D. New Exterior Additions to Historic Buildings: Preservation Concerns. Preservation Brief No. 14. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1986.

♦ Park, Sharon C. The Use of Substitute Materials on Historic Building Exteriors. Preservation Brief No. 16. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1988.

♦ Nelson, Lee H. Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character. Preservation Brief No. 17. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1988.

♦ Park, Sharon C. The Repair and Replacement of Historic Wooden Shingle Roofs. Preservation Brief No. 19. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1989.

♦ Auer, Michael J. The Preservation of Historic Barns. Preservation Brief No. 20. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1989.

♦ Auer, Michael J. The Preservation of Historic Signs. Preservation Brief No. 25. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1991.
♦ Levine, Jeffrey S. The Repair, Replacement, and Maintenance of Historic Slate Roofs. Preservation Brief No. 29. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1992.
♦ Grimmer, Anne and Paul K. Williams. The Preservation and Repair of Historic Clay Tile Roofs. Preservation Brief No. 30. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1992.
♦ Jester, Thomas C. and Sharon C. Park. Making Historic Properties Accessible. Preservation Brief No. 32. Washington, D.C.: Technical Preservation Services, United States Department of the Interior, 1993.

Websites

♦ National Parks Service Heritage Preservation Series
http://www2.cr.nps.gov
♦ Advisory Council on Historic Preservation
http://www.achp.gov.
♦ National Trust for Historic Preservation
http://www.nationaltrust.org.
♦ Illinois Historic Preservation Agency
http://www.state.il.us/HPA/
♦ American Institute of Architects
http://www.aia.org
♦ American Planning Association
http://www.planning.org

*Additional artwork was prepared by Linda Gladson for the City of Carbondale. The City of Carbondale is the sole owner of the artwork and has and retains all rights thereto (pages 14, 17, 18, 28, and 37)

Special Note

All projects within the District shall maintain the architectural integrity of the District while still meeting the general intent and purpose of the Village Municipal Code and the Village Comprehensive Plan. This Design Manual may be amended from time to time to reflect the dynamic nature of the District.

10.0 INDEX