

FAÇADE IMPROVEMENT PROGRAM DESIGN STANDARDS & GUIDELINES

ADAPTED FROM EIGHT MILE BOULEVARD DESIGN GUIDELINES

Acknowledgements & Objectives

The Oak Park Department of Community and Economic Development would like to acknowledge 8M-BA and the Urban Design Unit of the City of Detroit's Planning and Development Department, led by Khalil Mogassabi, for their work on "Design Standards & Guidelines: Major Corridor & Gateway Thoroughfare Overlay Areas". This document, first issued as a draft in 2007, served as the foundational document upon which the Eight Mile Boulevard Design Guidelines were directly based.

The City of Oak Park Department of Community and Economic Development would also like to acknowledge 8MBA and the representatives from each of its Member Communities, especially those from the Board of Directors and the Planning Advisory Committee, who thoroughly vetted Detroit's foundational work and the 8MBA guidelines, greatly aiding the effort to develop it's final version.

These guidelines serve as a tangible symbol of the shared vision and collaborative mission that each community along Eight Mile Road launched together in 1993, Oak Park being one of them.

The foundational document, the Eight Mile Boulevard Design Guidelines, on which this adaptation is based, was assembled by 8MBA staff, Tami Salisbury and Jordan Twardy, with content support and resources from each 8MBA Member Community. This adaptation, for the purposes of the Façade Improvement Program, was produced by the Oak Park Department of Community and Economic Development.

The foundational document is available online at www.eightmile.org

Objectives of the following Design Guidelines

- Underscore prohibited uses and present better alternative uses.
- Establish viable and vibrant, high-quality commercial districts and promote pedestrian-friendly development to connect districts with each other and the surrounding community.
- Encourage, guide and instill confidence in investment in Oak Park.
- Improve the public realm through creation of a context-sensitive built environment.
- Promote development strategies for rehabilitation of existing structures, conservation, sustainable/green building design.
- Rehabilitate building facades while consistently incorporating architectural and urban design principals of human scale and context-sensitive design.
- Encourage retail developments to attain LEED[®] status (Leadership in Energy & Environmental Design).

Refer to the United States Green Building Council (USGBC) for information on the LEED[®] rating system.

• Provide developers, property owners and business tenants who wish to improve or revitalize properties in Oak Park with reference guidelines and a common vision for their development projects through the façade improvement program.

Purpose of the Façade Improvement Program Design Standards and Guidelines

The purpose of this document is to provide a sound frame of reference for consistently encouraging a higher aesthetic standard for redevelopment in Oak Park. Furthermore, the intent is also to present best practices in redevelopment planning, design and execution that highlight the significance of Oak Park businesses, and to assist the community in consistently applying these best practices city-wide as design criteria that guide new development and infill projects as well.

Through this consistent, city-wide encouragement, Oak Park can improve the image, character and built environment of the City and tap the full economic development potential available to it.

This document should guide planning and pre-design phases for rehabilitation and renovation of building facades, along with maintenance of existing buildings, including historic and architecturally significant structures.

The following design guidelines have been presented here in a simplified format. Each section covers one or a group of related design elements and begins with an introduction, followed by objectives, recommended guidelines and illustrative examples. Following the sections pertinent to those seeking to revitalize building facades are found several other sections that emphasize a more comprehensive vision for improving the built environment of the City. These latter sections represent the vision the Department of Community and Economic Development wishes to pursue in the future as a city-wide initiative for enhancing all commercial properties.

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Section 1. Land Use & Development

Mixed land use in planning and development means including a variety of uses on a given parcel, typically stacked vertically to provide density and compactness. For example, a street-level retail use would have residential or office space above it. A parking structure might have retail at the street level and residential at upper levels above parking. Other mixed-use options may be grouped within a single development in separate buildings but within contiguous parcels, and within walking distance, such as outdoor malls.

Adopting mixed-use strategies leads to development that supports mass transit and other density and people-oriented amenities that not only attract economic activity, but also mitigate the negative impact of suburban sprawl and environmental degradation caused by more auto-oriented developments that take up more land and resources. Mixed-use developments create compact urban forms, promote walkability, encourage livability and convenience and reduce reliance on single-use development and the automobile as means for transportation. This leads to higher quality of life and more disposable income for residents to invest in local businesses.

Though most commercial properties in Oak Park is primarily automobile-oriented, mixed-use developments can create nodes of concentrated activity that make high-quality, upgraded transit service economically viable. With such transit service, Oak Park becomes more accessible to more people throughout the region and its role as a gateway for your community can bring more positive economic outcomes.

Objectives

- Promote strategies that encourage mixed-use development.
- Create economically vibrant, thriving and attractive districts/destinations.
- Encourage land uses and activities that contribute to transit-friendly development.

Guidelines

- Encourage the use of mass transit/non-motorized transportation options both on site and as a means to access the site by incentivizing them with leniency on auto-related regulations. For example, the required number of parking spaces could be reduced by up to 50% for developments that:
- Provide transportation demand management plans that implement alternative transportation options for development employees.
- Set-aside of a portion of the site area as pedestrian-oriented, accessible open/green space.
- Establish a mix of uses that includes residential or commercial above first floor retail.
- Maximize street-level frontage with uses such as retail, grocery, restaurants and entertainment.
- Pursue strategies that renovate and rehabilitate existing commercial buildings when feasible.
- Establish uses that maximize the number of hours and daily use by the public.
- Develop strategies for shared parking among uses that have different hours of operation to minimize the amount of space needed for parking while activating the space throughout the day and night, promoting safety and economic activity.
- Increase land use intensity/density of development near transit-oriented communities.

Section 1. Land Use & Development (continued)

Recommended

Mixed-use development creates density that allows properties to increase pedestrian orientation while maximizing property values, bringing more tenants to the same land



Not Recommended

Single-use facilities limit the economic potential of a property, tying its fortunes to that of the single use and reducing pedestrian interaction



Section 2. Building Footprint, Site Relationship; Placement & Orientation

Building placement, orientation, street layout, building setback, site access, parking and pedestrian access contribute to maintaining streets as safe, attractive and comfortable for walking and driving. Thoughtful site design enhances the public realm when it creates pedestrian-friendly streets, and human-scaled spaces between buildings by creating places that are conducive to walkability and neighborhood livability.

Objectives

- Bring human scale, community identity and character into commercial developments
- Limit the sprawling of large, one-level commercial buildings such as big-box or superstores
- Reduce the negative visual impact, economic, traffic and loss of open space of large retail developments (such as big-box retail) on existing small, thriving commercial stores
- Create a pedestrian-friendly environment

Guidelines

- Organize commercial developments to form a destination similar to a main street and include elements such as:
 - * Open, landscaped areas between commercial blocks that include public art
 - * Architectural details and elements that relate building blocks to each other
 - * Well-defined pedestrian crossing points marked with pavement marking

Recommended

The Mall at Partridge Creek in Clinton Township creates a walkable environment with parking and traffic at the perimeter. Autooriented businesses can be more accessible with defined pedestrian pathways.







Not Recommended

Large expanses of parking are not inviting or accessible to pedestrians.

Section 3. Pedestrian & Vehicular Circulation

The urban context requires thoughtful site designing approaches that accommodate both pedestrian movement and vehicular circulation. In addition to locating curb cuts, laying out parking aisles and stalls, allocating safe and attractive walkway spaces from public sidewalks and adjacent neighborhoods is an essential aspect to enhancing walkability and creating a sense of place.

Objectives

- Provide safe and attractive environment for pedestrians while providing automobile circulation and access
- Reduce the potential conflict between pedestrian and vehicular traffic
- Minimize the number of curb cuts

Guidelines

- Where building's main frontage cannot/does not abut the lot line and is separated from the lot line by a parking or other vehicular circulation aisle, provide the following:
 - Continuous curbed sidewalk linking the public sidewalk to the building frontage
 - * Perimeter low wall no more than 3 feet high with a landscaped buffer

Recommended

Providing comfortable, safe pathways for pedestrians increases accessibility to a business. Pavement markings can be used to mitigate safety issues in auto-dominated parking lots with large building setbacks.







Section 4. Fencing

Fencing around a building or site serves many functions. It can be used to mark a boundary, provide screening, control access to and from a private area or provide a form of security. However, the need for security fencing is often based on a perception of vulnerability rather than a practical or realistic need. Consequently, this may project an image of insecurity and defensiveness toward pedestrians and negatively impact adjacent properties. Whatever the purpose, fencing should enhance rather than distract from the urban context.

Objective

• To promote the perception of major thoroughfares as safe commercial areas.

Guidelines

- Use continuous low brick screen wall along the perimeter of the parking area(s). Masonry walls used for secured sites should not exceed 4-feet in height.
- Use decorative metal fencing as an inset panel between brick or concrete masonry piers at the perimeter of site (i.e. areas not covered by building). Avoid picket-style, outward-pointing or curved-picket fencing.
- Integrate pedestrian light posts within the masonry screen wall to provide lighting for pedestrian areas.
- Where fencing is necessary for security purposes, use decorative type fencing and limit to (5) five-foot high.
- Use high quality materials for fencing, such as steel and wrought iron.









Section 5. Corner Lot Buildings

A corner lot offers visual prominence, visibility and access from two streets. The sides of corner lot buildings are important commercial facades; they have the potential to maintain the continuity and uniformity of the street appearance on two streets. In this way, it could serve as a street edge, provide a physical anchor to a series of buildings, or create a gateway to a commercial district. Along with these potential qualities there is the need to address the building appearance as viewed from both sides that face the street or thoroughfare.

Objective

- To require design continuity and façade treatment for corner lot buildings
- To relate buildings to their context/street space and increase pedestrian linkages between intersecting streets

Guidelines

- Treat building façade facing residential street and parking lots with architectural detail and emphasis similar to facades facing major street
- Design facades facing the major and residential streets to be inviting and conducive to pedestrian activity.
- Where all/some of the parking area is located across a public alley, treat the entire building façade facing the alley with the similar architectural details and emphasis found in the main street building façade







Section 6. Massing, Scale & Form

The physical qualities of massing, scale and form determine whether or not buildings are sensible to their context and/or proportionate to their street space. Building massing, scale and form aid building to relate to the area's land use intensity, density and character. Such qualities may also relate to the human scale and in that sense the do determine appropriateness to the context of pedestrian environment (as to how friendly the building may appear). For example, buildings that exhibit emphasis on architectural details at the ground level façade with proportions, rhythm and features often contribute to and relate to the character of the street.

Objective

• To integrate commercial developments including infill retail, with the prevalent context to contribute in providing an urban sense of place.

Guidelines

- Provide a sense of scale and proportion to the street level façade by using architectural bay spacing and rhythm that provides for a visually interesting façade.
- Provide emphasis of architectural details and defining features on the ground level portion of the façade
- Use simple massing and forms to define or delineate upper level façade, especially where the building top meets the skyline. Include a combination of character-defining elements to articulate building frontage such as: cornice element, Pediment, Middle cornice or horizontal band, Brick and stone piers, Transom windows, or Vertical second story windows.
- Where possible, minimize the amount of parking space between building(s) and the property line. Encourage
 shared parking between closely clustered buildings to allow more space for safe pedestrian pathways and other
 pedestrian-oriented amenities.

Recommended









Section 7. Style

By style, it is meant how buildings are dressed up, as in architectural style. Some buildings may be dressed with classical, modern or traditional features that convey a dominant style; while others are less dominant, with no specific reference to a particular style. For our purpose, it is the visual impact on the public realm by these physical qualities rather than individual styles of buildings that is important. These physical qualities include building sitting, massing, scale, form, level of details, and appropriateness to their context.

Objective

- To encourage design styles that are representative and relevant to the community's architectural history, culture, and regional significance
- To encourage contemporary/modern styles as well as innovative interpretations of these styles with physical qualities that promote a sense of place, comfort and is respectful of its context

Guidelines

- Incorporate architectural styles that utilize fenestration, rhythm pattern, material, color and texture that is dominant, recognized, and harmonious with the surrounding community. To the maximum extent possible, minimize the following:
 - * Applied garish and extravagant stylized elements
 - * Excessive use of decorative features
 - * Features that are incompatible with/unrelated to surrounding community and adjacent buildings

Recommended











Section 8. Fenestration & Architectural Details

The placement, pattern, scale, size, and rhythm of window and door openings on building facades, including proportions and architectural details contribute to the building fenestration and express the building character and style. The added architectural details, including materials, trims, bands and cornices may bring visual interest and provide a human-scaled backdrop to the street space.

Objective

- To require building fenestration pattern, surface delineation, texture, material and architectural details that relate to the human scale
- To enhance pedestrian, motorist experiences through facades with architectural character defining elements

Guidelines

Recommended

- Enhance building facades by adding a storefront appearance to building sides that face public right-of-way (of major or secondary street)
- Improve the appearance of blank walls with architectural details and simulated fenestration rhythm and pattern to emulate the building's main façade
- Organize non-architectural building elements such as mechanical louver and ventilation grilles to fit within the overall building design







Section 9. Transparency

Transparency speaks to the ability to see into a building or storefront. Transparent/clear glass allows more daylight than tinted/reflective glass. Transparency enlivens the street by giving prospective customers a clear view of your products and services and adds safety for building users who can see outside and be seen from the outside. The more transparent and unobstructed the glass is the more visual connection we perceive between the interior and the exterior, boosting these positive benefits. Shading elements like awnings, sun screening or energy-efficient glass can mitigate heat build-up to interior space in summer days, allowing you to maximize transparency, not temperatures.

Objective

- To promote visibility and transparency where applicable between the interior and exterior
- To visually link and enliven the street with commercial activities of interior spaces
- To minimize visual clutter and present an organized, inviting experience for pedestrians and visitors

Guidelines

- Use clear or spectrally selective glazing such as Low-E glass or glass with selective coatings of blue or green tint to maximize transparency
- Minimize the use of spandrel or opaque glass (common in curtain wall systems) when screening structural elements of the building or mechanical systems on building facades exposed to public view
- Subdivide large areas of glazing with frames and mullions to complement and express the architecture of the building
- Keep entryways, sidewalks, exterior walls and public rights-of-way clear of for-sale items. These items present safety hazards and contribute to blight. Further, items exposed to the elements are perceived to have low quality by customers, reducing the likelihood of their sale.

Not Recommended





Recommended





Section 10. Materials

The selection of appropriate materials in construction of buildings has great impacts on the built and natural environment as well as on building occupants, users and others. Building materials of the exterior and interior may affect the aesthetics and appearance of the buildings. Building materials of the interior like carpets, wall boards, paints and wood also affect the air quality of the building interior. Materials that can be recycled in end of their life cycle are considered environment-friendly because they do not take up landfill space and the energy to re-produce such materials is diverted.

Objective

- To support the use of environmentally safe construction materials and methods
- To promote the use of durable and high quality construction materials
- To encourage the use of recycled content construction materials

Guidelines

- Use recycled content building materials
- Use open grid or porous pavement for parking and landscaped areas
- Incorporate construction materials that are locally or regionally extracted, produced or manufactured locally or regionally (regionally defined as within 500-mile radius)
- Use environmentally safe and non-toxic materials for building exterior/interior









Section 11. Color & Finish

Color is intended to evoke responses from people, and can enhance the collective image of a district if it is context-sensitive. Colors that reflect tasteful and responsible artistic expressions are context-sensitive. Finish refers to how smooth or rough a surface is – how it feels to the touch; or may refer to the sheen of a material, such as a matte or glossy finish.

Objective

- To reinforce traditional color pallets and analogous colors or permanent building materials
- To establish positive district character by achieving continuity and coordination in colors and finishes

Guidelines

- For exterior surfaces, use coordinated and subdued colors such as a neutral or earth tone colors. Extremely bright colors are not recommended. Interior surfaces should maximize use of light colors to reflect natural light.
- Use a color scheme that limits the number of colors to two a major and coordinating secondary color for trims and accents
- Allow the natural color of materials such as stone or brick to dominate the majority of façade surface as its base color
- Use trim and accent secondary colors for elements such as pilasters, horizontal bands, cornices and window frames to complement the shade of the base color

Recommended











Section 12. Awnings, Canopies & Marquees

Awnings, canopies and marquees serve many functions, and enhance building facades and sidewalks. They provide store entrances and sidewalks with a sun screening element, and a shelter from the rain. They unify the building appearance, articulate the storefront and entryways, and provide a surface to place a business name. Careful design including selection of shapes, forms and integration with the building façade design are important considerations to prevent clutter and façade distractions.

Objective

- To improve the visual qualities of major thoroughfare's commercial frontage
- To contribute to district identity and visual continuity of commercial frontage

Guidelines

- The use of exterior sun control devices that integrate with light shelves for interior spaces that contribute to the energy efficiency and improving the indoor environmental quality of buildings is encouraged. This would include installing sun shading and control devices for day-lighting and increasing the natural light intake through the building by also incorporating clear glazing for transom windows
- The use of photovoltaic (PV) or solar panels is also encouraged. Awnings, canopies and marquees provide a green design opportunity surface for incorporating such elements to capture solar energy to generate electricity for lighting or water heating purposes. Solar panels should be designed so to fit well within the overall design of building and building major architectural elements without being or having the appearance of an

afterthought addition of elements that are only green superficially, or by appearance.

- Do not conceal building features or elements such as pilasters/transom windows with awnings/canopies
- Use color schemes that coordinate with façade colors. Shiny, glittering colors are not recommended
- Use simple and triangular shape awnings with valance face not to exceed ten (10) inches





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Section 13. Lighting

Lighting is essential for functioning and security of a building and its site. It is used to illuminate the building interior and exterior, including parking areas, signs, sidewalks, and streets. Lighting fixture selection involves both the science of engineering as well as the flare of artistic expression. Lighting serves a variety of purposes; it has varied intensity levels, coverage areas and casts different illumination schemes and colors. Along with providing illumination, light fixtures can be decorative when placed on a building façade or used to illuminate a landmark or a significant building, or to draw attention to special building features and details such as cornices or pilasters.

Objective

• To improve the character and safety of the commercial thoroughfares while reducing light pollution

Guidelines

- The use of LED (light emitting diodes) and other energy efficient light fixtures such as energy efficient fluorescent lighting should be encouraged over conventional lighting
- Use solar or PV panels to provide electricity for light fixture poles to illuminate parking lots
- Incorporate display window lighting and lighter interior colors to illuminate storefronts at night and reflect natural light during the day
- Use coordinated design to illuminate architectural features, entries, sidewalks, parking, signage and alleys
- Use halo illumination around dimensional letters as a source of illumination in lieu of individually lit dimensional or channel letters
- Where off-street parking occurs, adequate complementary lighting should be provided.







Section 14. Signage & Communication Elements

Signage and communication elements are those elements that are placed on the site, on the exterior building façade, or on the rooftop. These include graphics and signs for a business name, address or logo, business or product advertising; flagpoles, antennas, satellite dishes and cellular panels. These are necessary but often-unattractive components of business operations. The goal of this section is the reduction of visual clutter in the built environment, while allowing for reasonable signage visibility and responsible placement of necessary communication elements.

Objective

- To reach a visual balance between the objective of businesses to draw pedestrian and vehicular attention and the goal of creating an attractive commercial district free of visual clutter
- To create an attractive district free from the visual clutter that can result from the arbitrary placement of satellite dishes, antennas and other telecommunication elements on sites and buildings

Guidelines

- Design business signage and its lighting on buildings to fit within the storefront design
- Design ground signage to be compatible with the site context and building architecture
- Use external or halo lighting to illuminate building and/or storefront signage
- With internally illuminated channel letters, use LED type lighting source in lieu of fluorescent or neon tube lighting
- Use cast or fabricated metal dimensional graphics letters and logos in lieu of plastic/vinyl graphics
- Use metal dimensional graphics letters and logos
- Locate satellite dishes and antennas in the rear roof space and away from public view
- Conceal all cellular panel antennas through camouflage

Recommended





Section 15. Utilities, Service Areas and Mechanical Equipment

Mechanical equipment is necessary to the functioning of a building. It provides heating, ventilation and air conditioning for building interiors and is often located on the roof or to the sides or rear of the building. Mechanical equipment can be very unsightly if visible from the street level or from adjacent buildings with views from higher floor levels that overlook the roof. It can negatively impact the appearance of building facades and may produce noticeable noise if not properly located and screened.

Objective

- To screen mechanical equipment from public view
- To reduce bulk, visual clutter and noise impact of mechanical equipment
- To enhance the overall appearance of building and its relationship to the skyline

Guidelines

- Provide a decorative metal screen wall with the necessary height to screen or enclose the rooftop equipment
- Integrate the screen wall including building parapet with the overall building design and material. If applicable, paint the screen wall to math or complement the building color

Recommended









Section 16. Architecturally/Historically Significant, Existing Buildings

Many communities in the Metro-Detroit area contain a rich stock of architecturally and historically significant commercial buildings. These existing buildings may fill entire city blocks forming a continuous street wall that encloses and decorates the street space with their architectural details, high quality materials and display windows. Their positive physical qualities, potential economic return for the neighborhoods and the energy invested in creating them are among the many rationales for the Overlay designation. New developments and additions near these significant buildings should also address and respect the urban, physical and spatial qualities created by such buildings.

Objectives

- To promote conservation of resources by preserving architecturally, historically significant and structurally sound buildings.
- To maintain the architectural character and integrity of existing well-designed buildings

Guidelines

- Where necessary, replace traditional building elements such as original window framing, doors and windows, hardware, transom or base panel item or building wall material such as brick, stone or metal, and substitute with the same architectural and material quality and craftsmanship. If not possible, replace with a style-neutral replacement item and better material quality, but compatible with the architecture and character of the building and district
- Maintain in good repair the exterior of all major and accessory commercial structures; and use good maintenance procedures to protect all exterior surfaces by painting or other protective coating or materials.

Recommended







DESIGN STANDARDS & GUIDELINES FURTHER SECTIONS



Section 17. Streetscape & Open Space

The public realm is the primary reason for all urban design efforts in any area of the city. It is in the public realm that both public and private developments can make their civic-minded gestures in the form of physical improvements. Pedestrian comfort, street design, visual accesses to views and vistas, parks and open spaces, street accessibility and safety, and streetscape enhancement determine the perceptions of a street space. Streetscape refers to the physical and visual qualities of street space. Street furnishings such as streetlights, benches, trees, tree wells, pavements, wastebaskets, newspaper boxes, banners, way-finding signage, bus shelters and kiosks provide physical amenities to the street space. View corridors, scenic landmarks and gateways are also visual amenities of streets' space that enhance the viewer's experience of the built environment and should be considered in the street space.

Objective

• To create attractive, pleasant, safe and efficient commercial street space that accommodate pedestrians, automobiles public transit and still provides a sense of community space

Guidelines

- Where applicable and appropriate, create a sense of distinctive commercial district by incorporating a palette of coordinated streetscape furnishing elements including but not limited to the following:
 - * Appropriate street trees, planting beds and hanging planters
 - * Distinctive pavement material, pattern and texture
 - * Benches, wastebaskets, bike racks, news racks, pedestrian light poles and clocks
 - * Coordinated tree well grating and seasonal tree lighting
 - * Directional information such as information kiosk and wayfinding elements
 - * Street pavement crossing marking with color and textures using wide stripping
 - * Bus stops and other transit shelters
- Coordinate right-of-way improvements such as those listed in above with local Department of Public Works (DPW)
- When possible, link open spaces to complement the public realm in terms of physical qualities, amenities and connectivity to serve the pedestrian environment
- Enhance the overall network of open spaces within the neighborhood district
- Delegate median space and other suitable rights-of-way to future mass transit easements
- Promote street designs that support and coordinate multi-modal transportation of mass transit, bicycles, carpooling and pedestrian
- Improve the surroundings of bus shelters and bus stops through landscaping, beautifications and maintenance
- Encourage the planning, design and implementation of a bike lane into selected thoroughfares
- Locate utilities and communication lines underground to reduce visual clutter

Section 17. Streetscape & Open Space (continued)

Guidelines (continued)

- Develop an information wayfinding system for motorists and pedestrian, including mass transit users without cluttering public rights-of-way (e.g. public sidewalk and medians)
- Use less obtrusive and low profile wayfinding elements that visually complement the street space rather than intrude on it or distract from it
- Provide low landscaping treatment to screen the base of existing major overhead communication and utility lines such as those located within road medians
- Where possible and practical within the median, use landscape design to provide a unifying corridor treatment
- Use continuous sculpted green edge along the road sidewalk and including streetscape elements to provide a unifying treatment for the corridor

Recommended

Well-coordinated and concise wayfinding elements can unify a corridor aesthetically and create a sense of common identity.

Pedestrian amenities like benches and landscaped pathways add visual interest, safety and cleanliness.









Section 18. Sustainable & Green Building Design

Sustainability is generally defined as using the current natural resources of the earth without jeopardizing the availability of these natural resources for future generations. It is recognized that a sustainable development vision has a broader meaning and scope to include responsibility for protecting the natural environment, the community's economic wellbeing and promoting a sustainable built-environment and social equity.

Creating sustainable communities involves various strategies. The process starts with selecting suitable sites, access to green open space, and constructing high-performance and energy efficient buildings with minimum site footprint and low impact on the land. Green and sustainable building practices incorporate essentials such as water reuse technologies, impervious pavement and green roof systems, building and site light design that reduce energy consumption and prevent light pollution, specifying regional and recycled content building materials, integrating natural light for daylighting, designing better indoor air quality systems, harvesting solar and wind energies; and other measures to re-use energy, recycle storm and waste water as well as encourage bike use, walking and other alternative transportation. All are measures to reduce environmental degradation and halt the depletion of natural resources for a sustainable built-environment.

Objective

- To promote sustainable development strategies and green building design
- To promote energy efficiency and resource conservation in building design and neighborhood developments

Guidelines

Develop commercial developments including big box retail by adopting the criteria of LEED (Leadership in Energy and Environmental Design, developed by U.S. Green Building Council: <u>www.usgbc.org</u>).

- Adopt construction activity pollution prevention program and best practices
- Establish a program for recycling materials from demolition
- Incorporating local and regional materials for construction
- Incorporate low impact development (LID) alternatives such as storm water retention and management
- Opt for higher density, compact and mixed-use developments near mass transit routes
- Encourage bicycle use, car pooling and use of mass transit.
- Reduce the area of impervious pavement surfaces
- Retain and treat site water runoffs either on-site or at a remote location for building reuse
- Use green roofs to reduce stormwater runoff and reduce urban heat island effect
- Reduce the environmental impact of new construction by using recyclable materials, systems and methods that promote the conservation of natural resources
- Utilize native planting, trees and shrubs to soften hard surfaces of pavement and to link the development to the existing green spaces and greenway work
- Incorporate and use efficient mechanical and lighting systems such as high efficiency mechanical equipment and efficient light sources for longer life cycle

Section 18. Sustainable & Green Building Design (continued) **Guidelines** (continued) Promote alternative energy sources such as geothermal systems (ground heat source) and passive solar • techniques for heating ventilation and air conditioning (HVAC) to coordinate with and complement conventional HVAC mechanical systems and save energy Use "green" construction materials, products and systems • Use recycled content and environmentally friendly materials for indoor and outdoor construction • Improve the indoor quality of buildings by adopting the latest national standards such as those of the • American Society of Heating, Refrigerating & Air Conditioning Engineers (ASHRAE) • Develop energy efficient building envelops and shallow footprint to make use of building orientation for natural light and natural ventilation Provide a space for storage and managing program for recyclables within/around buildings • Recommended







Section 19. Complete Streets

The consistent application of Complete Streets principles, which place priority on all road users, is an effective way to guide public investments in the City of Oak Park. To encourage the application of these guidelines to private investment, the State of Michigan Transportation Commission adopted a Complete Streets Policy in July 2012, and is provided in this section as a model for Oak Park. It provides a sound baseline for city-wide public investment.

STATE TRANSPORTATION COMMISSION POLICY ON COMPLETE STREETS

July 26, 2012

Background

Public Act 135 of 2010 requires the development of a complete streets policy to promote safe and efficient travel for all legal users of the transportation network under the jurisdiction of the Michigan Department of Transportation (MDOT). Public Act 135 defines complete streets as "…roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle."

The Complete Streets Advisory Council (CSAC) also was created by Public Act 135 of 2010 to advise the State Transportation Commission (STC) as it developed this policy. CSAC members were appointed by the Governor and represent a broad cross-section of transportation system owners, users, and stakeholders, including MDOT and the STC.

The STC is authorized by the State Constitution to set policy for MDOT, and in that role has enacted this Complete Streets policy. MDOT is responsible for implementation of Commission policy for those portions of the transportation system that are under its jurisdiction – about 10,000 of the 110,000 miles of roads, bridges and highways in Michigan. In addition, MDOT, in its role of administering the local federal-aid program in Michigan, can help local jurisdictions understand the provisions of this policy and work with them to further the development of complete streets.

<u>Vision</u>

The STC supports the vision statement as adopted by the CSAC.

- A *transportation network* that is accessible, interconnected, and multimodal and that safely and efficiently moves goods and people of all ages and abilities throughout the State of Michigan.
- A *process* that empowers partnerships to routinely plan, fund, design, construct, maintain and operate complete streets that respect context and community values.
- Outcomes that will improve economic prosperity, equity, accessibility, safety, and environmental quality.

Purpose **Purpose**

This policy provides guidance to MDOT for the planning, design, and construction or reconstruction of roadways or other transportation facilities in a manner that promotes complete streets as defined by the law, and that is sensitive to the surrounding context.

Section 19. Complete Streets (continued)

MDOT will pursue a proactive and consistent approach to the development of complete streets, in keeping with its mission to provide the highest quality integrated transportation services for economic benefit and improved quality of life. A successful complete streets approach will require mutual commitment and collaboration on the part of transportation agencies, stakeholders and the public to identify appropriate opportunities to plan, develop, construct, operate and maintain infrastructure without undue costs or scheduling burdens.

MDOT will consider complete streets features for roadways and other transportation facility construction or reconstruction projects it undertakes, or permits other public or private entities to construct within the state trunk line right of way, working through its context sensitive solutions process. The department will use this process and work with customers, local residents, road users and stakeholders to analyze proposed projects for the opportunity to design and construct facilities that contribute to complete streets. As part of that analysis, the department will consider:

- Local context and recognize that needs vary according to regional urban, suburban, and rural settings;
- The functional classification of the roadway, as defined by the Federal Highway Administration and agreed to by MDOT and local transportation agencies;
- The safety and varying mobility needs of all legal users of the roadway, of all ages and abilities, as well as public safety;
- The cost of incorporating complete streets facilities into the project and whether that cost is proportional to the overall project cost, as well as proportional to the current or future need or probable use of the complete streets facility;
- Whether adequate complete streets facilities already exist or are being developed in an adjacent corridor or in the area surrounding the project;
- Whether additional funding needed to incorporate the complete streets facility into the project is available to MDOT or as a contribution from other transportation or government agencies from federal, state, local or private sources.

MDOT is encouraged to use low-cost solutions to increase safety and mobility where practical, but to recognize that more costly improvements may be needed on some facilities.

Section 19. Complete Streets (continued)

MDOT also is encouraged to take a network approach to the provision of multi-modal access, and recognize that improvements to a part of the road network outside MDOT's jurisdiction might provide a more viable alternative and safer access for all users. MDOT will encourage local jurisdictions to develop local and regional transportation plans that ensure projects are consistent and appropriate to the context. MDOT will work with local road agencies and its grant and funding recipients to encourage network continuity. Responsibilities for operation and maintenance of facilities in MDOT right-of-way shall be determined and outlined prior to construction of such facilities, except where a pre-existing maintenance agreement is in place. Maintenance agreements will be required as a provision of the entire project. Local responsibility for complete streets facility maintenance, in particular for facilities outside the travel portion of a street, such as transit and non-motorized facilities, will be critical for many projects.

MDOT will recognize the long-term nature of transportation investment and anticipate not only current transportation demand, but also likely future uses as well, in considering and developing complete streets. Depending on the context and potential use, provisions may be needed to ensure safe and convenient access for all users.

Complete streets and their viability can be impacted by planning and permitting as well as infrastructure. MDOT will work with local governments as needed to encourage thoughtful planning and permitting that supports the goals and the vision of this complete streets policy.

Recommended









Section 21. Entryways

A building entrance serves both the building tenants and customers. In addition to its function, it can add to the 'friendliness' of the building and enliven its context, especially when located directly from the public sidewalk. Buildings with entrances directly accessible from the public sidewalk encourage walkability and increase the possibilities for pedestrian movement and activities, including shopping and social interactions.

Objective

- To enliven the public sidewalks by increasing the accessibility and visibility of building activities to the public
- To create an identifiable building entrance for users via architectural features

Guidelines

- Where possible on building facing a major secondary street, locate an entrance on the corner of building
- Integrates entrances with the storefront design of building façade
- Maximize the transparency of entrance doors by using transparent glass
- Distinguish entrances, lobbies and uses that are open to the public by a combination of the following:
 - * Delineating changes in plane and emphasizing the level of architectural detail
 - * Differentiation in material, color or enhanced lighting
 - * Adding weather protection features such as sunscreen, awnings or canopies over entries













Section 22. Vacant Structures & Vacant Lots

Vacant structures and vacant lots are physical realities that commercial thoroughfares must address. Many of these thoroughfares require attention by property owners and City's regulatory mechanism. Some vacant structures have architectural or historical significance and maybe considered a community resource or physical landmark with great economic potential for their districts and neighborhoods. Such structures, when feasible, should be considered for rehabilitation and conservation rather than demolition. Vacant lots are parcels without a structure on them and are also important because they occupy space along commercial main streets, are very visible and need to be addressed. Whether these parcels are awaiting sale or development, they must be appropriately maintained and cleaned up to prevent the negative visual impact (e.g. blight) on the adjacent properties.

Objective

- To transform vacant structures and vacant lots into an economic asset
- To improve the physical condition of vacant structures and vacant lots while they are unoccupied and inactive

Guidelines

- The rehabilitation and maintenance of existing structures and building features including parking lots should be encouraged. Property owners should consult with the Department of Community and Economic Development to discuss various avenues of support, such as the Façade Improvement Program, to improve the appearance and marketability of commercial buildings and parking lots.
- Improve the physical condition of vacant structures with routine clean-ups and maintenance
- If applicable and where permitted, cover vacant building openings such as windows or doors with artwork, graphic or architectural design work
- Consider interim and temporary uses such as art galleries, exhibit spaces, mini-police stations, offices for non-profit organization or public open spaces
- Work collaboratively between government agencies, nonprofits and property owners to apply creative solutions to vacant lot issues, such as:
 - * Marketing to adjacent property owner(s) as a side-lot expansion
 - * Establishment of community garden or pocket park/community activity space
 - * Installation of public art
- Provide incentives for organizations, residents, businesses etc. near the property to assume maintenance responsibilities (e.g. provide a mower/garden tools/supplies, or offer tax relief)

Section 22. Vacant Structures & Vacant Lots (continued)

Recommended





Window Wrap/Regular Maintenance/ Donation of Space to Community Group









Section 23. Surface Parking

Parking lots consume land, separate buildings from public sidewalks, break up continuity of the street wall and can be visually invasive if not carefully designed, screened and landscaped appropriately. Developments that give cars the preferential treatment by situating all parking on their frontage (providing convenient vehicular circulation, easy access to the parking lot) while disregarding pedestrian access, convenience and walkability, render their buildings unfriendly to the pedestrian. This is a quality typically associated with suburban strip retail developments where the built-environment (building sitting, setback, and site egress and ingress points) is designed for the convenience of automobile traffic. Consideration for physical qualities like appropriate building sitting, building site relationship, landscaping and screening elements not only reduces the negative visual impact of parking lots, but also improves the walkability, livability and safety of commercial districts.

Objective

- To line streets with buildings and/or other architectural site features to maintain a continuous street wall
- To promote an urban style of shopping and dining experience where buildings line the Major Corridors and Gateway Thoroughfares

Guidelines

- The incorporation of mass transit and non-motorized transportation facilities is highly encouraged. Through the Site Plan & Design Review Process, a reduction in the required number of parking spaces could be considered for site plans that include the following:
 - * Transportation demand management plan implementing alternative options
 - * The provision of pedestrian-oriented, accessible green space and pedestrian-oriented pathways that connect visitors to the building entryway along a path that distinguishes pedestrian traffic f rom vehicular.
- Use low impact development (LID) best practices for site planning and design, including best practices in storm water management
- Reduce impervious pavement by providing green open space and open grid pavement to increase infiltration of storm water runoff to the ground
- Use permeable and/or open-grid pavement to the maximum extent possible to reduce impervious surface area, reducing urban storm water runoff
- Designate parking area near the entrances for cars and vans that are used for shared ridership
- Provide area for bike storage within site area and provide amenities for their users
- Design parking layout to minimize conflict with pedestrian circulation areas and at pedestrian crossings
- When appropriate, integrate pedestrian light fixtures at the perimeter of site and within parking area
- Provide a clearly delineated pedestrian circulation pattern including pavement crossing markings and handicap ramps
- Develop parking lot design that encourages shared driveway access to adjacent parking lots and minimizes curb cut locations
- Designate an area of the parking area for bicycle racks for bicycle parking near the building entrances
- Provide access to pedestrian including the handicap from all public sidewalks and bus stops
- Maintain parking area light fixtures in good operating condition and with the required light levels to provide illumination from duck to midnight or (2) hours after the end of business hours (whichever last for longer hours)

Section 23. Surface Parking (continued)

Recommended













Section 24. Parking Structures

Parking structures do what parking lots cannot do; they accommodate more cars in stacked floors. But, they also have a deadening effect on street life when they consume land, interrupt the street wall and do not include pedestrian-friendly uses such as street level retail, residential or commercial activities. Parking structures can also be visually overpowering if not well designed and integrated within its surrounding context. Like parking lots, parking structure economics and design give cars the preferential treatment of better circulation, easy access and exits. This prerequisite often produces unattractive parking structures, with unsightly parking ramps facing the public right-of-way. Consideration and attention to incorporating a mix of uses and adding architectural details can make a positive visual impact on the surrounding community.

Objective

- To integrate parking structures with a mix of uses that include commercial and/or residential uses
- To enliven parking structures with active uses and to physically integrate them with their urban context through architectural details

Guidelines

- Enliven parking structures with mixed uses that attract pedestrians such as retail and dining on the street level
- Blend parking structures with their district/other commercial buildings with architectural elements such as:
 - Multiple punched-in window openings between structural columns; Horizontal trims such as bands and cornices; Vertical pilasters between structural columns; Stone or marble trims and details at the street level
- Use architectural or decorative grille for wall openings. Steel mesh is not recommended
- Incorporate green roof design on the top of parking structure
- Utilize roof areas for recreational uses including fitness center, tracks or other public activities
- Dedicate corners of parking structures at street level for a pedestrian related activities such as:
 - * Entrance lobby for a store, commercial/residential space above, restaurant or entertainment venue
 - * An outside seating area associated with a restaurant or an entertainment venue
- Use clear glass for all glazing facing on lot lines to promote transparency
- If ground level of parking structure is used primarily to store cars, and this level is exposed to public view, incorporate design element within the façade for at least 70% of that elevation. Design elements include:
 - * Green wall; Solar panels; Sun shading elements for public sidewalks; Decorative metal grille





Section 25. Landscape Design

Landscape gives a lasting and often permanent impression of the quality of development. Landscaping provides visual appeal and environmental comfort. It improves both the appearance and value of property and instills confidence and pride in the neighborhoods. Trees, if appropriately located, provide necessary shade and windbreak, and help create an attractive, pedestrian-friendly built environment. Landscape design involves a variety of elements that include both soft and hard surfaces, water, screening, fencing and lighting. Soft surfaces refer to live planting including trees, shrubs, grass and ground cover. Hard surfaces refer to non-live elements such as paved areas, stone, screening and edges.

Objective

• To provide attractive settings that promote comfort and livability

Guidelines

- Create landscape design that is integral with the overall appearance and function of the development
- Incorporate landscaping with architectural features to screen loading/trash areas, meters, other utilities
- Integrate special landscape features, such as seating area or a fountain to complement the development
- Maintain plant materials to preserve the quality of landscaping along public right-of-way
- Provide mechanical irrigation system to ensure landscaping maintenance
- Use architectural landscape lighting to heighten the effect of right-of-way trees and other special features
- Capture and reuse rainwater for irrigation in lieu of potable water
- Provide planting, trees, and shrub to soften hard surfaces of pavement and building facades and to link the development to the existing network of streets and adjacent developments
- Coordinate planting materials with building façade design and commercial signage for visibility
- Screen the back of commercial uses with planting materials and/or other landscaping buffer
- Protect edges of landscape areas from vehicle aisles, parking and circulation areas by raised curbs or other hard surface treatment



