

**MEETING MINUTES OF THE  
LONG GROVE ARCHITECTURAL COMMISSION  
REGULAR MEETING  
February 8, 2016  
7:00 P.M.**

**Call to Order:** Chairman Michealson-Cohn called the regular meeting of the Long Grove Architectural Commission (AC) to order at 7:02 p.m. with the following members present;

**Members Present:** Lynn Michaelson-Cohn; Chairman, George Tapas, and Laura Mikolajczak, Eric Styer, Moanna Mower and Chuck Nora.

**Also Present:** Village Planner James Hogue, and members of the public.

**Members Absent:** Jeanne Sylvester

**VISITORS BUSINESS:** Chairman Michaelson-Cohn asked if there was anyone from the audience who wished to address the Commission on a non-agenda item. Hearing none the meeting proceeded on to the next agenda item.

**1) Approval of the November 16, 2015 Draft Meeting Minutes.**

Typographical errors were noted in the draft minutes. A motion was made by Commissioner Tapas, seconded by Commissioner Sylvester to accept the draft minutes as corrected. On a voice vote; all aye.

**2) Consideration of a request for signage for “Potporri,” 440 Robert Parker Coffin Road within the B-1 Historic District, submitted by Jacqueline Longway.**

Planner Hogue explained the request noting that the sign was currently on the structure as a “temporary sign” and was previously approved by the AC at a different location within the downtown historic business district. While erected as a temporary sign the petitioner indicated the signage was too small at the new location and failed to capture the attention of the general public. In an effort to remedy this situation the petitioner proposes a border to be added to the sign increasing the overall dimension to 2’ ft. high by 7’ ft. long. The border does not count toward the square footage of the signage and no changes to the existing “copy” portion of this sign are proposed. The border would be painted colonial red with grey trim around the edge. The sign would be centered over the window of the structure. As submitted the requested signage is with the parameters of the Village Code and therefore approvable.

The petitioner, Ms. Jacqueline Longway further explained the request, provided color samples for the sign border and was available to answer any questions from the AC.

The AC had no issues with the sign or modification as proposed by the petitioner. A motion was made by Commissioner Styer, seconded by Commissioner Nora to recommend approval of the sign, with the proposed modification as submitted. On a voice vote, all aye.

**3) Consideration of a request for signage for “Bella Nicole Photography”, 319 Old McHenry Road within the B-1 Historic District, submitted by Corporate Sign Systems on behalf of Kristen Yurko and Jessica Weinstock.**

Planner Hogue explained that as submitted a single free standing sign (double faced) utilizing existing sign posts measuring 18”x 24” (3 sq. ft.) is proposed. The sign will be made of white metal “Maxmetal” (aluminum) sign faces with black 3M vinyl copy to match the colors of the building. The signage will be placed in existing black wooden posts near the entrance to the building. Square footage of the commercial space for which the sign is being requested is approximately 600 square feet. For retail spaces containing 501 to 1,000 sq. ft. of floor area 12 square feet of signage may be allowed per the Village Zoning Code. As submitted the requested signage is with the parameters of the Village Code and therefore approvable at this location.

Ms. Krissy Yurko, representing Bella Nicole Photography presented sign material samples and noted she would be seeking a different type of material from what was originally proposed. To that end she presented alternative sign configurations, including copy, to the AC from what had been originally proposed.

The AC had concerns with the visibility of the sign as proposed and in particular the white on black color scheme. The relatively small font size and the location of the sign as proposed would make street visibility difficult.

While the AC liked the simplicity of the sign and the color scheme they offered the following suggestions with regard to improving the functionality of the sign.

- Consider a more prominent location (such as on the front wall of the building) for the sign;
- Consider a different thicker font;
- Consider reversing the color scheme of the sign;
- Provide more detail on the proposed signage including mounting details to the existing sign posts;

A motion was made by Commissioner Tapas, seconded by Commissioner Mower to have the petitioner make modification to the proposed signage as discussed and to bring this request back to the Commissioner at a future meeting date once modifications have been completed. On a voice vote, all aye.

**4) Consideration of preliminary plans & plats including landscaping and signage for the proposed “Karen’s Corner” PUD/ Subdivision in conjunction with the petition for a SUP/PUD development as submitted by Fidelity Wes for property located at Checker Road and Old Hicks commonly known at the Iverson Property.**

Planner Hogue reviewed the request noting the location of the proposed development as well as the recommendations of the PCZBA which occur at their January 5<sup>th</sup> 2016 meeting. He noted the areas of concern to the AC and summarized the following staff recommendations;

- Staff suggests the AC ratify the recommendation of the PCZBA at a minimum regarding the landscape plan. If the AC has any suggestions regarding landscaping plans these may also be incorporated into the recommendations of the AC.

- The AC should review and make recommendations on subdivision entrance signage as well. The AC should review this signage for conformance with the standards noted above and in particular impacts to the vision triangle (if any). The AC may also consider the look of the sign in relation to the character of the area and may make appropriate suggestions as part of the recommendation.
- Any comments the AC may have regarding the design of the development may be incorporated in the recommendation of the AC. At a minimum acceptance of the preliminary plan and plat as submitted is suggested.

No action will be required by the AC on the proposed elevations as this was not mandated in the PUD approval, the Village anti-monotony code will apply however, but formal review of elevations by the AC will not be required. Street lighting is not proposed within the development and therefore is not an issue for AC consideration.

Ms. Camy Gould, Fidelity Wes Builders, further explained the request noting the CSCC had reviewed the proposal including the proposed conservancy easements and detention areas in the scenic corridor. She further explained the landscaping layout noting the petitioner would comply with the landscaping requirements of the Village Code on the interior streets of the development.

A question was asked about proposed name of the development “Karen’s Corner”. Ms. Gould responded the name was selected for the developers’ wife, Karen and that the property was situated in a corner of Long Grove. A suggestion was made to consider changing the name to something which had a bit more marketability such as “Karen’s Court”. The petitioner indicated they had put substantial thought into the name “Karen’s’ Corner” and did not see an issue with marketability.

Commissioner Nora questioned the wetlands and adequacy of the proposed detention basins. Planner Hogue noted that the preliminary engineering including stormwater management had been reviewed by the Village Engineer and deemed “feasible”. Detailed final engineering will be required however.

Ms. Gould further explained site plan and plat noting the areas of wetlands and detention areas, utility routes and pathways proposed for the site. She noted the project will be serviced by sanitary sewer provided by Menards sewer line. A recapture agreement exists on this line and will need to be satisfied prior to the provision of sanitary sewer service to the development.

Ms. Gould then explained the monument subdivision signs proposed for the development. She noted the signs will be made of real stone with stone accents as well. The copy area of the sign will be made of carved limestone. Illumination may be considered at some point for these signs and would need to be brought back to the AC for further consideration.

The AC questioned the uniqueness of the sign noting as proposed the sign was more or less identical to the subdivision sign for Ravenna. The AC liked the idea and materials proposed for the monument sign but did not like the duplication with the Ravenna Subdivision signage. The AC suggested lowering the side or the sign or raising the middle. An arch across the top of the sign is another alteration to be considered as well as scalloping the corners of the “copy” area of the sign. In general more contrast was goal of the suggested changes.

The petitioner will consider the modifications as proposed by the AC and submit revised drawings as part of the approval for the final submittal.

The AC then considered the plan and plat of the proposal. The AC had no comments with the design of the development and concurred with the recommendations of the PCZBA regarding the preliminary plan and plat.

The AC then reviewed the proposed landscape plan and concurred with the landscape plan being subject to the review and approval by the Village Arborist.

After discussion the AC made the following recommendations regarding portions of the proposal including landscaping plan, preliminary plan/plat, and signage;

A motion was made by Commissioner Mower, seconded by Commissioner Mikolajczak, to accept the preliminary plan and plat as submitted per the recommendations of the PCZBA at their meeting of January 5, 2016. On a voice vote; all aye.

A motion was made by Commissioner Styer, seconded by Commissioner Mower, to accept the preliminary landscape plans as submitted subject to conformity with the recommendations of the Village Arborist. On a voice vote; all aye.

A motion was made by Commissioner Styer, seconded by Commissioner Tapas, to accept the monument signage subject to the following conditions;

- Consider changing the name to Karen’s Court instead of Karen’s corner;
- Raise the middle of the sign to create an arch in the limestone sign face;
- Lower the side piers to a point below the arch;
- The copy sign face be carved limestone;
- The signage be positioned outside the vision triangle and oriented toward Old Hicks Road.
- Any illumination of the signage shall be brought back to the AC for further review and specifications for the proposed illumination shall be submitted as well.

On a voice vote; all aye.

#### **OTHER BUSINESS:**

#### **1) Update - Proposed amendments to the Village of Long Grove Comprehensive Plan.**

Planner Hogue reported the process for the Village Comprehensive Plan update will begin in earnest with the establishment of village “stakeholder” meetings on February 9<sup>th</sup>. He explained stakeholders are key community individuals largely made up of business, civic, governmental and other groups such a builder and developers in the community. This effort represents the first level of data collection and input from the community.

Meetings will be divided into separate “tracks” (Community Leaders, Economic Development, and Public Agencies) which will focus on various aspects of the Community.

Meetings will held at the following locations:

- Sunset Foods Community Meeting Room – 2<sup>nd</sup> Floor Mezzanine (Community Leaders Track)

- Long Grove Village Hall – Village Board Room (Economic Development Track)
- Long Grove Community Church – Classroom #6 (Public Agencies Track)

Staff is also working to establish a “steering committee” which will provide guidance/direction/information to the Consultant Team in an informal setting.

It is anticipated staff will provide updates to the AC (as well as other Boards & Commissions) to keep members well informed of the status and progress of the project.

- 2) **Downtown Property Maintenance** - Commissioner Mower reported that the downtown area in general could use some maintenance in its overall appearance. In particular she noted the condition shop located on Towner Green.

Planner Hogue mentioned that the Village had contract with the Village of Buffalo Grove with regard to property maintenance services. Property maintenance in the downtown will be an upcoming project. He also noted past efforts by B&F technical services which also provides building inspection services to the Village.

**Adjournment:** Commissioner Styer made a motion to adjourn, seconded by Commissioner Mower. On a voice vote; all aye. Meeting adjourned at 8:08 p.m.

Respectfully Submitted,  
*James M. Hogue*  
Village Planner