

**MEETING MINUTES OF THE  
LONG GROVE ARCHITECTURAL COMMISSION  
RESCHEDULED REGULAR MEETING  
October 19, 2015  
7:00 P.M.**

**Appointment of Chairman Pro Tem.** Commissioner Sylvester nominated Commissioner Styer as Chairman pro tem for purposes of this Architectural Commission meeting; seconded by Commissioner Nora. On a voice vote, all ayes; no nays.

**Call to Order:** Chairman Pro-Tem Styer called the regular meeting of the Long Grove Architectural Commission (AC) to order at 7:08 p.m. with the following members present;

**Members Present:** Eric Styer, Chairman Pro-Tem, Jeanne Sylvester, Charles Nora, Laura Mikolajczak and Moanna Mower.

**Also Present:** Village Planner James Hogue, Village Trustee Michael Sarlitto.

**Members Absent:** Lynn Michaelson-Cohn, George Tapas

**1) Approval of the September 21, 2015 Draft Meeting Minutes.**

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

**2) Consideration of a request for “secondary” signage for the Dunkin’ Donuts (formerly PNC Bank), 3980 Illinois Route 22, in the Long Grove Commons PUD submitted by ECA Architects & Planners**

Chairman Pro-Tem Styer read the request into the record and noted the petitioner was not present for the meeting. As the AC had initially reviewed the request at the September meeting and were familiar with the proposal it was decided to proceed without the petitioner being present.

Planner Hogue explained that per the motion at the September 21<sup>st</sup> meeting the petitioner has submitted the packet of secondary signage included with the meeting materials.

Per the proposed site plan a menu board measuring 86” x 74.25” (approximately 45 sq. ft. – minus extenders) is proposed to be located on the north elevation of the structure. Extenders on both sides of the menu board are proposed and measure approximately 47” x 15” (1.5 sq. ft. +/-). A canopy with speaker is also proposed in the same general location as the menu board.

Directional signage measuring approximately 2.75 feet each appear to be proposed as well. Location of the directional signage is not identified on the submitted site plan. Directional signage will be in corporate colors and illuminated with fluorescent lamps.

A rock garden is proposed in the unused drive-thru bays. Drive islands will be removed and replaced with curbing at the perimeter. Geo-textile fabric will be installed and decomposed granite with 3’ to 4’ “gunmetal” boulders installed in the unused drive-thru bays. This is proposed as a “maintenance free” treatment of the unused bays as suggested by the AC at the September meeting.

Additionally, the petitioners are proposing expansion of the existing trash enclosure. As built the trash enclosure measures approximately 7' x 8' (56 sq. ft.). Petitioners propose expansion of the trash enclosure to 16' x 12' (192 sq. ft.) as well as a double gate enclosure instead of the existing single gate enclosure. Materials used in the expansion would match the existing materials from the existing enclosure. Staff noted the exiting enclosure is well landscaped and not readily visible except from the front for access purposes. Staff suggested the landscaping be maintained or enhanced to screen the enlarged trash enclosure structure.

The AC discussed the request and noted concerns with the color and style of the sign posts for the directional signage. They suggested a more decorative post (such as the addition of a finial) and that the posts be brown in color instead of orange as proposed. They also noted the darkness of the site and noted any conflicts between the menu board and existing light post in the vicinity of the proposed menu board be resolved to allow the light post to remain. After discussion was completed the AC made the following recommendation on the request;

Commissioner Nora to approve the menu board and modifications to the trash enclosure, directional signage and treatment of the unused Drive through lanes, A motion was made by Commissioner Mower, seconded by subject to the following conditions;

- Resolution of any conflicts between the menu board and existing light pole to allow the light pole to remain ( due to the dark conditions on-site);
- Landscaping around the trash enclosure be maintained and/or enhanced to ensure adequate screening of the structure;
- The directional signage posts be colored brown (instead of orange as proposed) and incorporate decorative features (such as a finial) in their design;
- The “order here” post be colored brown to match the directional sign posts (cross bar lettering may remain orange).
- More detail be provided on the “rock garden” treatment of the unused drive through lanes.
- Final modifications be subject to staff review and approval.

On a voice vote; all aye.

**OTHER BUSINESS:**

- 1) **Introduction of new Commissioners – Charles Nora & Moanna Mower** - Chairman Pro-Tem Styer recognized and welcomed both Commissioners Nora and Mower to the AC.
- 2) **Approval of the 2016 Meeting Calendar.** Commissioner Sylvester made a motion to approve the 2016 meeting calendar as presented, seconded by Chair Pro-tem Styer. On a voice vote; all aye.

**Adjournment:** Commissioner Nora made a motion to adjourn, seconded by Commissioner Sylvester. On a voice vote; all aye. Meeting adjourned at 7:45 p.m.

Respectfully Submitted,  
*James M. Hogue*  
Village Planner