

**MEETING MINUTES OF THE
LONG GROVE ARCHITECTURAL COMMISSION
REGULAR MEETING
November 16, 2015
7:00 P.M.**

Call to Order: Chairman Michaelson-Cohn called the regular meeting of the Long Grove Architectural Commission (AC) to order at 7:03 p.m. with the following members present;

Members Present: Lynn Michaelson-Cohn, Chairman; Eric Styer, Jeanne Sylvester, Charles Nora, Moanna Mower and George Tapas

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

Members Absent: Laura Mikolajczak

1) Approval of the October 19, 2015 Draft Meeting Minutes.

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

2) Consideration of a request for signage for “Village Pizza & BBQ” (formerly Long Grove Cafe), 235 Robert Parker Coffin Road submitted by Roman Signs on behalf of Joan Shunia-Gualt, business owner.

Chairman Michaelson-Cohn read the request into the record. Village Planner Hogue explained the request noting that based upon the items submitted the petitioner is requesting two (2) signs. One (1) free standing sign (double faced) measuring 33” x 44” (10 square feet +/-) to replace the existing free standing sign on the sign post on the east side of the Mill Pond entrance at Robert Parker Coffin Road. The second sign is proposed as a wall sign measuring 28”x 48” (9.2 square feet) to replace the “Long Grove Café” sign on the gable entrance to the building.

Materials out of which the sign will be constructed will be HDU. Both signs are proposed to be black lettering on a white background with a maroon border and accents (flourish) with regard to the color scheme. Signs will be sandblasted w/raised lettering. Signage appears to be non-illuminated or utilizing existing illumination.

Square footage of the commercial space for which the signage is being requested is approximately 2800 square feet. For retail spaces containing 1000 to 3000 sq. ft. of floor area 20 square feet of signage may be allowed per the Village Zoning Code.

Based upon the total square footage of the leasable commercial space and square footage of the signage proposed (19.2 square feet), the request is within the maximum square footage limitation for the floor area at this location.

The AC questioned the petitioner regarding the configuration of the signs, specifically if they would be cut-out or solid. Petitioner responded signs would be cut-out and both signs would match. The maroon border will also be widened. Signs will be sandblasted to provide relief and visibility.

Planner Hogue then explained the “Downtown Design Guidelines” as they related to signage.

After discussion the AC had few concerns regarding the proposed signage.

Commissioner Tapas made a motion, seconded by Commissioner Sylvester, to recommend approval of one (1) free standing sign (double faced) measuring 33” x 44” (10 square feet +/-) to replace the existing free standing sign on the sign post on the east side of the Mill Pond entrance at Robert Parker Coffin Road a wall sign measuring 28”x 48” (9.2 square feet) to replace the “Long Grove Café” sign on the gable entrance to the building subject to the following conditions;

- The hanging sign will be cut-out to match the wall sign;
- Sign mounting is to be reviewed by staff;
- Existing illumination will be utilized for the proposed signage.

On voice vote; all aye.

OTHER BUSINESS:

- 1) **December 21st Meeting** – Planner Hogue noted the proximity of the December meeting to the Christmas Holiday and inquired if a quorum would be available for this meeting. All members present indicated they could be present so a quorum would be available if there was business to address.
- 2) **Comprehensive Plan Update** – Trustee Sarlitto noted the plan update process to the AC and suggested this be placed on future AC agenda as a discussion topic.

Adjournment: Commissioner Mower made a motion to adjourn, seconded by Commissioner Nora. On a voice vote; all aye. Meeting adjourned at 7:26 p.m.

Respectfully Submitted,
James M. Hogue
Village Planner