

**MEETING MINUTES OF THE
LONG GROVE ARCHITECTURAL COMMISSION
(Held remotely via ZOOM)
REGULAR MEETING
March 15, 2021
7:00 P.M.**

Appointment of Chairman pro tem. Commissioner Sylvester nominated Commissioner Tapas as Chairman pro tem for the purpose of this Architectural Commission meeting; seconded by Commissioner Rioter. On a voice vote, all ayes; no nays.

Chairman pro tem Tapas called the regular meeting (held remotely) of the Long Grove Architectural Commission (AC) to order at 7:07 p.m. with the following members present;

Members Present: Laura Mikolajczak, Allen Roiter, Jeanne Sylvester, John Plunkett, George Tapas & Matthew Akins.

Also Present: James Hogue, Village Planner and Members of the Public.

Members Absent: Chairman Michaelson-Cohn

VISITORS BUSINESS: None

Approval of the May 18, 2020 Draft Meeting Minutes:

A minor typographical errors was noted in the draft minutes.

A motion was made by Commissioner Plunkett seconded by Commissioner Mikolajczak, to accept the draft minutes as corrected. On a voice vote, all aye.

NEW BUSINESS

- 1) Consideration of a request for replacement signage for 4192 Route 83; Building “A” (Coldwell Banker), within the Sunset Grove PUD, submitted by the Neon Prism Electric Sign Company, Inc.**

Planner Hogue indicated the petitioner is proposing a replacement for the sign face for the one existing wall sign on the west facade of “Building A” over the building entrance. The sign location is within the “Designated Zone for Placement of Signage and Graphics” as previously approved. This is consistent with the final PUD approval.

The existing sign was approved in 2014. Aside from the change in copy the signage remains as previously approved. The size of the proposed signage is as follows;

	Proposed Sq. Footage	Sq. Footage Allowed per PUD Approval
West Elevation:	16.1' x 1.2' (18.6 sq. ft.)	46.2 Sq. ft.

The proposed signage on the west elevation is within the allowable square footage for such signage as allowed by the PUD approval ordinance.

A sign placard will also be placed on pylon sign on the Route 83 frontage. This sign will be consistent with the other placards on the pylon sign and is permissible at this location. The signage is proposed to be channel letters with in white acrylic with blue vinyl lettering. The “Coldwell Banker” logo in white & blue will also be incorporated into the sign. Signs are proposed to be illuminated with backlit LED lighting consistent with other illumination within the development.

The AC had no issues with the sign request and recommend it be approved as submitted.

A motion was made by Commissioner Roiter, Seconded by Commissioner Sylvester. On a voice vote; all aye.

2) Consideration of preliminary plans & plats including landscaping and signage for the proposed 19 lot single family development (to be serviced by a private water system and public sanitary sewer) for vacant property on the south side of Cuba Road to be known as the Philip Estates PUD submitted by the Phillip Estates L.L.C. (formerly known as the Canterbury Park PUD).

Planner Hogue explained the development history on the property including the past approvals. Despite these approvals, the property has remained and continues to remain vacant. The applicant and property owner note the present configuration of the property and lot sizes have made this property unmarketable. They are requesting reclassification of the property to the R-2 PUD District (with a density bonus) to allow 19 single family lots, to now be served by public sewer and a private water main system, for this property.

At the March 3rd 2021 PCZBA meeting the PCZBA considered this matter and made the following recommendation;

A motion was made by Commissioner Kazmer, seconded by Commissioner Bauer to recommend approval of the reclassification of property from the R-1 PUD District to the R-2 PUD District classification (with a 15% density bonus) and preliminary PUD plan/plat approval to allow for the creation of a 19 lot single family development (to be serviced by a private water system and public sanitary sewer) for vacant property on the south side of Cuba Road to be known as the Philip Estates PUD submitted by the Phillip Estates L.L.C. (formerly known as the Canterbury Park PUD) subject to the following conditions;

- 1) The recommendations of the CSCC (per their August 19th 2020 meeting) regarding the scenic corridor, conservancy easements, pathways and plantings are incorporated into and made a part of this recommendation.

- 2) The recommendations of the Village Arborist (per the correspondence of 7.27.20 & 2.19.21) regarding the plantings, tree preservation/mitigation and landscaping are incorporated into and made a part of this recommendation.
- 3) The proposed water system for the development shall be served by a water source that satisfies all applicable Federal & State standards for safe drinking water.
- 4) The proposed development shall establish that it has all approvals and authorizations necessary to install the requisite utility mains.
- 5) The comments and recommendation of the Village Engineer (per the correspondence of 2.24.21) regarding the proposal including Stormwater Management are incorporated into and made a part of this recommendation.
- 6) The application is hereby referred to the Architectural Commission for review as prescribed by the Village Code.

On a Roll Call vote, 7 aye, 0 nay, 0 abstain; Motion carries

At the March 9th Village Board meeting the Village Board accepted this recommendation and directed the Village Attorney to prepare the necessary preliminary approval documents for consideration at the March 23rd meeting.

Portions of the proposal (e.g. preliminary plan/plat, landscaping and signage) require Architectural Commission (AC) review of the project. The comments of the AC as they relate to the proposal are as follows;

Preliminary PUD Plan / Plat

The Architectural Commission had no comments on the PUD Plan & Plat and recommends acceptance as submitted.

Landscaping/ Tree Preservation Plan

The Architectural Commission recommends acceptance the Landscaping/Tree Preservation Plan as submitted with the following considerations;

- a. Work cooperatively with the Village Arborist regarding landscaping and tree preservation.
- b. Continue the creative landscaping plan including “adaptive management” of structures so as to maximize the preservation of mature historic trees on the property.
- c. Abide by and conform to the regulations found in the Village “Tree Preservation Ordinance”.
- d. Explore the possibility of reconfiguring the secondary access point to maximize the preservation of tree on proposed lot 3 (access between lots 2 & 3 discussed).

Signage

The Architectural Commission recommends accepting the signage concept as submitted with the following considerations;

- a. Details regarding the color, font style, materials and foundation specifications of the proposed signage be submitted at the time of final approval consideration;
- b. Lighting details including fixture type, illumination source; screening and lighting angle (so as not to cast shadows) be submitted at the time of final approval consideration;
- c. Provide a detail identifying the proposed signage in relation of the “vision triangle”.
- d. The information described above shall be submitted for consideration with the final approval documentation.

Lighting

The petitioner has indicated street lighting is not being considered as part of the proposal.

The AC unanimously supported these considerations in relation to this proposal.

OLD BUSINESS: None

OTHER BUSINESS:

1) Welcome Commissioner Matthew Akins

Chairman Pro-Tem Tapas welcomed Mr. Akins to the AC and asked if he would give a bit a background on himself and his interest in serving on the commission. Mr. Akins replied that he was lifelong resident of the area and has a career in real estate. He moved to Long Grove approximately 4 years ago from Buffalo Grove and enjoys Long Grove. Serving on the AC is his way of giving back to the community.

The commission members welcomed Mr. Akins to the AC.

2) 2021 AC Meeting Calendar

Planner Hogue presented the 2021 meeting calendar. Approval of the 2021 calendar has been delayed due to COVID 19 & lack of business items for consideration. The AC would regularly meet at 7:00 PM on the third Monday of the month for the remainder of 2021.

Commissioner Sylvester made a motion, seconded by Commissioner Mikolajczak, to accept the 2021 Meeting Calendar as presented. On a voice vote, all aye.

3). Property maintenance former Oman’s Flower Farm – Rt. 83

Commissioner Sylvester indicated to staff the condition of the property on Route 83 formerly known as the Oman’s flower Farm. Of particular concern is the condition of the greenhouse structure, but from a larger perspective the overall character of the “Route 83 Corridor” is of concern . The area in question is close to downtown and is a major entrance point to the village.

Planner Hogue reported that condition of the property was a property maintenance issue. The village had recently entered into a contract with Mundelein for property maintenance services (in addition to permitting & inspection services). The matter had been forwarded to Mundelein for further inspection

and enforcement and a site visit had been conducted. He was unaware of the status of further enforcement action at this time.

Commissioner Sylvester reiterated the condition of this property was a “blight” on the aesthetics of the Route 83 corridor and reflected poorly on the image of the village as a whole given the location of this property on a major thoroughfare within the village. She asked that the AC be updated as to the status of enforcement at the next meeting.

A motion was made by Commissioner Tapas, seconded by Commissioner Sylvester, to encourage the village to further inspect the “Oman” property and to the greatest extent possible curtail the further dilapidation of the structures on the property in keeping with the overall character of the Village of Long Grove and the Route 83 Corridor. On a voice vote; all aye.

4). Commissioner Tapas – Last AC Meeting;

Commissioner Tapas informed the AC that this would likely be his last meeting. Due to unforeseen life changes he will be relocating outside of Long Grove. He noted he had hoped to inform the AC in person but current circumstances will not make that possible. He was sorry to be leaving and encouraged the AC to continue with the fine work which the AC had done during his tenure with the Commission.

The AC was sorry to hear of his departure and thanked him for his service as an AC member and to the Village at large. The AC wished him well in his future endeavors and noted his contributions to the Commission will be missed.

Adjournment: With no further business, a motion to adjourn the meeting was made by Commissioner Mikolajczak, seconded by Commissioner Plunkett. On a voice vote, all aye.

Meeting Adjourned at 8:29 p.m.

Respectfully Submitted,

James M. Hogue

James M. Hogue,
Village Planner