

**MEETING MINUTES OF THE
LONG GROVE ARCHITECTURAL COMMISSION
REGULAR MEETING
April 18, 2022
7:00 P.M.**

Chairwoman Sylvester called the meeting of the Long Grove Architectural Commission (AC) to order at 7:00 p.m. with the following members present.

Members Present: Jeanne Sylvester; Laura Mikolajczak; Allen Roiter; John Marshall; and John Plunkett.

Members Absent: Matthew Akins

Also Present: Amanda Orenchuk and Jessica Marvin, Community Development Services, and members of the public.

VISITORS BUSINESS

None.

NEW BUSINESS

1) Approval of the April 18, 2022 Meeting Minutes.

Chairwoman Sylvester provided corrections to various typographical errors on page two of the minutes.

A motion was made by Commissioner Roiter, seconded by Commissioner Marshall to recommend approval of the April 18, 2022, meeting minutes, as amended.

Ayes: A. Roiter; J. Marshall; J. Sylvester; L. Mikolajczak; J. Plunkett

Nays:

Absent: M. Akins

2) Consideration of a request for signage for Oatflow Café, 225 Robert Parker Coffin Road, located within the B-1 Historical Downtown Business District, and submitted by Brian Tubino and An Zhang from Oatflow Cafe.

Associate Planner Marvin provided an overview of the proposed signage. Two wall signs are proposed to be affixed to the front façade of the building along the entrance at 225 Robert Parker Coffin Road. The property is located within the Mill Pond Shoppes and is in the B-1 Historical Downtown Business District. Both signs are to be constructed out of 1" thick MDO Board and the square footage of both signs is 9.6'. The previous tenant "Clover" had two wall signs at this location. The Zoning Ordinance only permits one wall sign per business, however, these two prior signs were reviewed and approved by the Commission.

Chairwoman Sylvester mentioned that Mill Pond Shoppes is, historically, a complicated area and would like to help these businesses become more visible.

The applicant explained his business in more detail. Commissioner Plunkett suggested adding the word “Café” under the word “Oatflow” so the public knows that this business has food services and sells café related items. Commissioner Mikolajczak also suggested adding a border to the two wall signs to better resemble the existing signage in the Mill Pond Shoppes.

A motion was made by Commissioner Mikolajczak, seconded by Commissioner Marshall to recommend approval of the proposed wall signs at 225 Robert Parker Coffin Road with the condition that the sign be amended to add the word “Café” under the word “Oatflow” and a border be inserted on both signs to match the existing signage in this area, subject to staff review.

Ayes: L. Mikolajczak; J. Marshall; J. Plunkett; A. Roiter; J. Sylvester

Nays:

Absent: M. Akins

3) Consideration of a request for a new exterior staircase for 145 Old McHenry Road, located within the B-1 Historical Downtown Business District, and submitted by Mr. Gene Albert, the property owner.

Associate Planner Marvin provided an overview of the two-story exterior staircase which has already been constructed. The exterior staircase is located at 145 Old McHenry Road and within the B-1 Historical Downtown Business District. The exterior, open-air staircase is located at the rear of the building and provides access to the second floor only. Throughout the Historical Downtown Business District multiple buildings have exterior staircases similar in function to the one being considered. The new exterior staircase is constructed out of treated wood. It was noted that the color of the wood stands out against the blue and white colored building.

The applicant and property owner, Mr. Gene Albert, gave more background information regarding the exterior staircase. Mr. Albert cited safety concerns as his reason for constructing the new staircase and further explained that he had the opportunity to obtain the materials to construct the staircase despite the COVID-19 material shortage.

Commissioner Mikolajczak noticed that the other staircases on this property have more pronounced and taller newel posts. She made the recommendation the new posts match the existing ones.

Commissioner Plunkett recommended to Mr. Albert that he stain the wood in order to make the staircase more attractive. One of the tenants in this building is the Long Grove Visitors Center which attracts a number of people to the site.

The commissioners agreed that they would like to see the style of the staircase match that of the existing exterior staircases on the property. They also expressed a desire to see the trim details on the rear entryway painted white so as to match the existing trim on the building and requested that the owner finish enclosing the area under the first-floor decking.

Commissioner Mikolajczak was concerned with how visible the exterior staircase was from Old McHenry Road and the park to the west. She suggested adding landscaping as screening around the base of the staircase.

A motion was made by Commissioner Plunkett, seconded by Commissioner Roiter to recommend approval of the proposed exterior staircase at 145 Old McHenry Road with the conditions below, subject to staff and AC Chair review.

- Architectural plans to be submitted, showing the improvements to replace the newel posts with taller newel posts on all four ends of the wooden staircase providing access the second floor, similar to the newel posts on the previously existing staircases.
- Once the treated wood has dried out, the applicant will need to paint or stain the staircase white to match the other exterior existing staircases on the property.
- Trim details will need to be finished on the rear entryway threshold and doorframe. These are to be painted white to match the existing trim on the building.
- The area under the first-floor decking is to be enclosed.
- Landscaping to be added around the base of the staircase to minimize the visibility of this staircase from Old McHenry Road and the open space to the west.

Ayes: J. Plunkett; A. Roiter; J. Marshall; J. Sylvester; L. Mikolajczak

Nays:

Absent: M. Akins

OTHER BUSINESS

None.

ADJOURNMENT

The next scheduled Architectural Commission meeting is for May 16, 2022 at 7:00 P.M.

With no further business, a motion to adjourn the meeting was made by Commissioner Marshall, seconded by Commissioner Plunkett.

Ayes: J. Marshall; L. Mikolajczak; J. Plunkett; J. Sylvester

Nays:

Absent: M. Akins

Meeting Adjourned at 8:36 p.m.

Respectfully Submitted,



Jessica Marvín
Associate Planner