



MEMORANDUM

To: Village President and Staff
From: Taylor Wegrzyn, VOM Planner
Date: Tuesday, April 19, 2022
Re: Planners' Report

This memo intends to update the Village Board as to the status of projects and activities of the Long Grove Plan Commission & Zoning Board of Appeals (PCZBA), Conservancy & Scenic Corridor Committee (CSCC), and the Architectural Commission (AC).

I. ARCHITECTURAL COMMISSION – April 18, 2022

A. Oatflow Café, 225 Robert Parker Coffin Road.

- a. **Description:** Consideration of signage for new business, Oatflow Café. Two wall signs to be installed on the front façade: (1) 12"x25.5" hanging blade sign and (1) 22.5"x48" wall sign.
- b. **Motion:** Approved with the condition that the version with a graphic border be used and "Café" added to the sign text.
- c. **Next Step:** Plans to be modified in accordance with the AC recommendations. To be reviewed by Community Development and issued a permit.

B. Exterior Staircase, 145 Old McHenry Road

- a. **Description:** A new exterior staircase to access the second story of the existing building. The staircase is constructed of treated wood.
- b. **Motion:** Approved with conditions: must modify landscaping, stain wood, add newel posts, and painting of certain components.
- c. **Next Step:** Plans to be modified in accordance with the AC recommendations. To be reviewed by Community Development and issued a permit.

II. PLAN COMMISSION AND ZONING BOARD OF APPEALS (Special Meeting) – April 19, 2022

- A. Cancelled due to lack of agenda items.

III. CONSERVANCY / SCENIC CORRIDOR COMMITTEE – April 20, 2022

- A. Cancelled due to lack of agenda items.

IV. OTHER PLANNING UPDATES

- A. Staff are working with a developer on a project which will require action by the PCZBA, AC, and Village Board.
- B. Staff are working with a property owner who is considering alterations to a conservation easement on their single-family property. In this instance, the alteration would require a recommendation by the PCZBA and action by the Village Board.