



APPROVED Minutes of the regularly scheduled **ARCHITECTURAL REVIEW BOARD** held on Tuesday, April 23, 2019 in the Public Meeting Room of the Village Hall, One Olde Half Day Road, Lincolnshire, IL

PRESENT: Chair Kennerley and Members Orzeske, Baskin and Santosuosso

ABSENT: Members McCall and Tapia; Trustee-Liaison Hancock

ALSO PRESENT: Ben Gilbertson, Assistant Village Manager/Director of Community and Economic Development (AVM/CED) and Tonya Zozulya, Planning and Development Manager (PDM)

CALL TO ORDER **Chair Kennerley** called the meeting to order at 7:00 P.M.

1.0 ROLL CALL

The roll was called by **Tonya Zozulya, PDM** and **Chair Kennerley** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes of the Architectural Review Board (ARB) held on Tuesday, March 19, 2019.

Member Baskin noted Item 3.3, regarding Ravinia Plumbing's request, the minutes indicated the vote was unanimous. **Member Baskin** stated he voted against the approval.

Member Baskin moved and **Member Orzeski** seconded the motion to approve the minutes as amended for the March 19, 2019 Architectural Review Board.

The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS

3.1 A Public Hearing regarding Permanent Wall and Ground Sign Requirements in the Proposed Commercial Sign District Created as a Merger of the Downtown and Corridor Commercial Sign Districts, Revisions to Illumination Requirements in the Commercial Sign District, and Revisions to Ground Sign Approval Requirements in All Sign Districts (Village of Lincolnshire)

Chair Kennerley recessed the Architectural Review Board (ARB) meeting and convened the public hearing, outlining the required public hearing process.

PDM Zozulya provided an overview of the changes to the Sign Code which were requested by the Architectural Review Board during earlier deliberations. The changes included revisions to Chapters 4, 6, 8, 9, 12 and 13 of the Sign Code.

Per the direction of the ARB, brand new ground signs and structural ground sign changes in all sign districts will now be reviewed and approved by the ARB. The front-lit restriction will also be removed. In regards to the request of the ARB to include new language stating the ground sign size and landscaping should be in scale with each other for a unified and aesthetically pleasing look, **PDM Zozulya** stated this was not included per recommendation from the Village Attorney. "Aesthetically pleasing" was considered too subjective; however the ARB would have the ability to review landscaping and sign scale as part of their review process. **PDM Zozulya** added any sign variation request would be reviewed by the ARB with final review and approval by the Village Board. **PDM Zozulya** reviewed other changes which were redlined in the ARB packets, adding those changes were also reviewed by the Village Attorney.

Chair Kennerley opened the floor to members of the ARB. **Member Baskin** inquired about the real estate community's concerns. **PDM Zozulya** said this issue was deliberated by Village Board in March 2019 after the ARB public hearing and the Village Board extended the sign display duration while maintaining the approved size. **Member Santosuosso** noted some typographical errors in the numbering in Chapter 6 (Establishment of Sign Districts). Staff stated they would correct accordingly before forwarding the proposal to the Village Board.

There being no further comment from the ARB or audience, **Chair Kennerley** closed the public hearing and reconvened the ARB meeting.

Member Orzeske moved, seconded by **Member Santosuosso**, having conducted and concluded a Public Hearing on April 23, 2019, that the Architectural Review Board recommended approval to the Village Board the amendments to Title 12 of the Lincolnshire Village Code regarding a merger of the Downtown and Corridor Commercial Sign District into a new Commercial Sign District, revising wall and ground sign illumination requirements in the Commercial Corridor Sign District, as well as revising ground sign approval requirements in all sign districts, as presented in the redlined draft prepared by staff and the Village Attorney with corrections made to Chapter 6 numbering.

Roll Call:

Ayes: Kennerley, Orzeske, Baskin, Santosuosso

Nays: None

Motion passed unanimously by roll call vote.

3.2 Consideration of Parking Lot Design, Fence, Landscaping, and Lighting Plans for Lincolnshire Animal Hospital, 420 Half Day Road and 2 Hotz Road (Lincolnshire Animal Hospital)

CED staff played an aerial drone video for an overview of the subject property and surrounds.

Dr. Stuart Clarke, Lincolnshire Animal Hospital, provided a brief history of the Lincolnshire Animal Hospital noting in 2009 they completed a remodel and building expansion, including an access driveway to the rear parking lot. Since then, staff has grown to more than 20 employees with only 12 parking spaces.

Staff and customers have resorted to using the access drive for parking. **Dr. Clarke** added they are under contract to purchase the lot at 2 Hotz Road and plan to add additional parking spaces, fencing, and landscaping. **Dr. Clarke** stated the proposed plan is an improvement to the site, increasing visibility of the lot by removing the dead and diseased trees. **Dr. Clarke** added by designing the parking lot in an east/west configuration, they will lessen the impact on the existing wetlands and adjoining properties, include additional landscape and fencing to screen the adjacent properties to the north, and install downward-facing parking lot lighting. He further noted Lake County Storm Water Management may be requiring some adjustments to the onsite storage location as part of their review.

Member Orzeski inquired about ADA-accessible parking. **Dr. Clarke** noted these stalls will meet the requirements per the state accessibility code.

Member Baskin noted the vacant lot is rustic and understood the needs for improvements, but asked what they were trying to achieve with this expansion. **Aaron Zych, ILT Vignocchi Landscape Architecture**, said they did not want to clear cut the lot. He added the overall goal is to enhance the site, make it inviting to the customers, be non-obtrusive, and an enjoyable walk from the parking lot to the building. **Member Baskin** asked the petitioner to discuss the scale of the project. **Aaron Zych** discussed the three-layer concept in design: Layer 1 being the ground cover; Layer 2 being ornamental trees and shrubs; and Layer 3 being larger evergreen and deciduous trees. **Aaron Zych** stated the site has abundant landscaping regarding Layer 3, but will require enhancement of ground cover and ornamental trees to "step down" the scale of the site. The larger trees being along Route 22 and the north property line would be retained.

Chair Kennerley commented she liked the concept but had concerns regarding the health of the ornamentals and ground covers due to animal waste. She inquired whether woodchips could be included as a 3-4 foot buffer on each side of the proposed parking lot area or an area dedicated for this purpose be added to the plan. She added she appreciated the outreach by the applicant to the neighbors and their input in the design phase. In regards to the fence line, **Aaron Zych** said it would be adequately screened. **Dr. Clarke** noted there was an existing pet walk area by the building entrance specially treated for animal waste. **Chair Kennerley** said she would like to make sure the new landscape area and materials are protected accordingly.

Member Orzeske inquired about the curb cut on Hotz Road. It was determined both left- and right-hand turns onto Hotz will be permitted.

PDM Zozulya reviewed the results of the preliminary evaluation meeting by the Village Board and the recommendations from the Zoning Board with unanimous approval. She stated the petition will advance to the Village Board after receiving final permit approval from the Lake County Storm Water Management Commission.

Member Baskin moved, seconded by **Member Santosuosso**, that the Architectural Review Board recommended approval to the Village Board the proposed parking, fence, landscaping, and lighting plans for the Lincolnshire Animal Hospital at 420 Half Day Road and 2 Hotz Road, as presented in the

petitioner's presentation packet dated April 16, 2019, and further subject to the recommendation for providing wood chips in appropriate areas surrounding the new parking lot.

Motion passed unanimously by voice vote.

3.3 Consideration of Construction of a Storage Facility for Equipment and Materials in a North Park Maintenance Yard for North Park, 1025 Riverwoods Road (Village of Lincolnshire)

Walter Dittrich, Assistant Public Works Director/Village Engineer (APWD/VE) presented the Village's plans for a new 1,200 square-foot storage facility at North Park. He stated the project has been in the Capital Improvement Plan for several years. Prior to this request, equipment was stored in a smaller facility at North Park but due to its poor condition, it was removed in 2017. Since then, most equipment has been exposed to the elements and when possible, stored at the Public Works facility on Schelter Road. The proposal calls for an L-shaped, pre-fabricated metal structure with a roof height peak of 14'-4". The proposed color is designed to coordinate with the existing maintenance building which has a sandstone base and a pewter grey roof.

Chair Kennerley inquired about the existing fence and landscaping. **APWD/VE Dittrich** said there is an existing 6-foot wood solid fence around the perimeter of the building area. Dead landscaping along the fence has been removed with plans to replant with 16-foot-tall arborvitaes along the west and north side.

Member Baskin said he understands this is a utility, budget-conscious building. However, he added he was not comfortable with approving a pre-fabricated structure with the proposed roof peak and scale not being contextually fitting.

Chair Kennerley noted this is an upgrade from the previous storage facility.

Member Santosuosso asked if additional landscaping would be possible. Staff stated they would investigate additional landscaping and extending the peak of the roof. **Member Orzeski** said the scale of the renderings does not appear to be correct. He noted the structure would be approximately 300 feet from Riverwoods Road and totally enclosed within the fence. **Member Orzeski** also requested staff to consider additional landscaping. **Member Baskin** suggested changes, including increasing the roof height, giving the building exterior more dimension and more detailed renderings of the proposal. **Member Orzeske** agreed saying if they enhanced the roof line or added tall landscaping, it would be an improvement

Member Santosuosso inquired about the location of the proposed storage structure. It was determined the location would be behind the fence for security purposes.

Chair Kennerley moved, seconded by **Member Orzeski**, that the Architectural Review Board recommended approval to the Village Board for the installation for a new storage facility in the maintenance yard for North Park, located at 1025 Riverwoods Road, as depicted in the attached presentation packet and further subject to looking at potential options for the pre-fabricated structure for additional roof height, additional spandrel above the garage doors, and providing additional renderings and elevations of the proposed structure and location of screening and landscaping for the Village Board review and final action.

Roll Call:

Ayes: Members Orzeske, Santosuosso, and Chair Kennerley

Nays: Member Baskin

Motion passed.

3.0 UNFINISHED BUSINESS

None.

4.0 NEW BUSINESS

None.

5.0 CITIZENS COMMENTS

None.

6.0 ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 p.m.

Respectfully Submitted,
Carol Lustig
Administrative Assistant, Community & Economic Development Dept.