

**MEETING MINUTES OF THE
LONG GROVE ARCHITECTURAL COMMISSION
REGULAR MEETING
June 19, 2017
7:00 P.M.**

Call to Order: Chairman Michaelson-Cohn called the regular meeting of the Long Grove Architectural Commission (AC) to order at 7:02 p.m. with the following members present:

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

Also Present: Village Planner James Hogue, and members of the public.

Members Absent: Laura Mikolajczak

VISITORS BUSINESS: Chairman Michaelson-Cohn asked if there was anyone from the audience who wished to address the Commission on a non-agenda item. Hearing none the meeting proceeded on to the next agenda item.

1) Approval of the May 15, 2017 Draft Meeting Minutes.

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

NEW BUSINESS:

1) Consideration of a request for signage for 4196 Route 83; Building “B” (Starbucks Coffee – formerly Peets Coffee) Suite “A, within the Sunset Grove PUD, submitted by Vital Signs USA.

Planner Hogue explained the AC considered this request at their May 15, 2017 Regular Meeting the AC noted two concern with the proposed signage. These were the size of the building mounted “drive-thru” sign and the aesthetics of the building; smaller signage was suggested as a substitution on the building façade and a concern with the way the ground mounted “secondary” sign foundations were to be constructed

Staff was directed to contact with petitioner with these revisions and a revised sign package which addressed these concerns was presented to the AC consideration.

Planner Hogue noted the drive through sign is slightly larger (7.96 Sq. Ft.) but longer (5’2”) and narrower (1’ 6 1/2”). The previous sign (also included) measured 6.96 Sq. Ft. and was 3’ 11 ¾” long and 1’ 9” wide. Signage as revised is approvable at this location. Details on the footings/foundations for secondary signage were also presented.

Mr. Keith Watkins, Operations Manager, Vitalsigns *USA*, representing the petitioner indicated the petitioner was happy to make the changes as requested. The building layout was a “cookie-cutter” design and making the sign substitution was not an issue.

Commissioner Tapas noted that the depth of foundations for the secondary signage (6’) seemed excessive; he asked that his be clarified with staff and in particular the number and depth of the menu board foundation(s). He also inquired as to the illumination of the menu board.

Mr. Watkins indicated that he believed a single 5’ foundation was standard but he would confirm the information and supply the specifications to staff. The menu board will be illuminated with two fluorescent lights on either side of the menu board.

A motion was made by Commissioner Tapas, seconded by Commissioner Styer to recommend approval of the signage as revised subject to confirmation of the depth and number of foundations for the ground mounted menu board with details (foundation, size, depth) subject to staff review. On a voice vote; all aye

2). Consideration of a request for signage for “Morkes Long Grove Chocolates”, 220 Robert Parker Coffin Road and within the B-1 Historic District, Submitted by Roman Signs on behalf of Rhonda Dehn.

Planner Hogue noted as submitted, the petitioner proposes a wall sign, to be mounted on the front (Robert Parker Coffin) side of the structure. The proposed signage measures 18.09 sq. ft. and will be made of painted MDO board. The sign will be maroon in color with gold lettering and a white border. Square footage of the commercial space for which the sign is being requested is approximately 1200 square feet. For retail spaces containing 1,001 to 3,000 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 signage proposed (20 square feet) the requested signage is within the square footage limits for the floor area at this location. Signage may be divided up between wall signs, hanging signs and freestanding signs but may not exceed the maximum allowable square footage as allocated by floor area.

He indicated the signage request is approvable as submitted. The square footage of the proposed signage (18 sq. ft.) is within the maximum allowable square footage of 20 square feet based on the leasable area of the structure.

He encouraged the Architectural Commission to review the request for signage against the sign regulations as well as the “Downtown Design Guidelines” regarding signage and make a recommendation based upon those criteria as well as the appropriateness of the signage at this location.

The AC asked how the signage would be affixed to the structure as well as materials used in the construction of the signage.

Ms. Rhonda Dehn, applicant and business owner, noted one sign (Long Grove Chocolates) was existing and the other proposed. All signage would be constructed of identical materials; all signage would match.

The AC then discussed several options with the petitioner to maximize the square footage of the proposed signage for better visibility and readability. Such modifications would require resubmission of plans and reconsideration by the AC.

Ms. Dehn understood and appreciated the suggestions of the AC but asked the AC to consider the signage as submitted.

A motion was made by Commissioner Tapas, seconded by Commissioner Styer to recommend approval of the request for signage for “Morkes Long Grove Chocolates”, 220 Robert Parker Coffin Road and within the B-1 Historic District as submitted subject to the following considerations;

- 1) Details on how the signage is affixed to the structure be submitted to staff;
- 2) Gold lettering be applied to the sign including the logo;
- 3) Other options to maximize the signage at this location are available as discussed; any such changes would need to be brought back to the AC for consideration.

On a voice vote; all aye.

3) Consideration of a request for signage the “Fred Astaire Dance Studio” for located within “Red Oaks” 340 Old McHenry Road within the B-1 Historic District, submitted by Signarama on behalf of Mr. Jesse DeSoto.

Planner Hogue reported that as submitted the petitioner proposes a ground sign, (single faced) to be mounted on painted (white w/black accents) 4” x 4” posts set 42” below grade. The proposed sign measures 24”x 72” (12 sq. ft.) and is proposed to be placed in front of the “replacement structure” on Historical Lane. The ground sign will made HDU with white lettering on a black background (to match the previously approved hanging sign panel) with a white dance logo. Square footage of the commercial space for which the sign is being requested is approximately 4900 square feet. For retail spaces containing 3,001 to 5,000 sq. ft. of floor area 30 square feet of signage may be allowed per the Village Zoning Code.

Based upon the total square footage of signage proposed (12 square feet) the requested signage is within the square footage limits for the floor area at this location. He encouraged the Architectural Commission to review the request for signage against the sign regulations as well as the “Downtown Design Guidelines” regarding signage and make a recommendation based upon those criteria as well as the appropriateness of the signage at this location.

The AC asked how the sign was mounted to the posts and if the petitioner has considered some sort of base or planning bed around the base of the sign to minimize damage to the mounting posts.

Mr. Jesse DeSoto, petitioner and property owner noted that a base or bed had not been considered. He noted the letter would be sandblasted into the sign to give a raised look (relief) to the sign. Posts would be set in concrete 42” deep. He was unsure of the method of attachments to the sign posts.

The AC had no real issues with the sign and noted it was appropriate as a way-finding sign.

A motion was made by Commissioner Styer, seconded by Commissioner Tapas to recommend approval of the signage as submitted with verification of the size of the footing and details of the method of attachment to the sign posts to be submitted to staff; the petitioner may add a base or planting bed around the sign if desired.

On a voice vote; all aye.

OTHER BUSINESS

1) Update - Proposed amendments to the Village of Long Grove Comprehensive Plan.

Planner Hogue and Trustee Sarlitto explained the proposed updates to the Comprehensive Plan. Chapter 12 of the of the Draft Comprehensive Plan has been included in the AC packet and contains the “meat” of the proposed changes to the plan.

A “hand-off” meeting from the Steering Committee to the PCZBA and Village Board is scheduled for June 18th prior to the special PCZBA meeting that evening.

2) Miscellaneous Items

Commissioner Sylvester updated the AC regarding her upcoming course schedule and thanked the AC for their understanding of absences and encouragement in her pursuit of a Master’s Degree in Historic Preservation.

Trustee Sarlitto asked what qualities the AC felt they needed in a member to fill the vacant seat on the AC. An Architect or someone with design background may be good choices. The Village Code identifies specific qualities desirable for AC Membership.

Adjournment: Commissioner Sylvester made a motion to adjourn, seconded by Chair Michealson-Cohn. On a voice vote; all aye. Meeting adjourned at 8:42 p.m.

Respectfully Submitted,
James M. Hogue
Village Planner