

MINUTES OF THE APPEARANCE REVIEW COMMISSION
January 21, 2019

The regular meeting of the Appearance Review Commission was called to order by Chairman John Robbins at 7:00 p.m. at the Village Hall.

Members Present: Chairman John Robbins, Tom Flader, Brad Meyer and Jennifer Tarello.

Members Absent: Rich Seneczko.

A quorum was established.

Village Staff Present: Chris Sandine, Associate Planner.

Commissioner Meyer made a motion, seconded by Commissioner Tarello, to approve the December 17, 2018, Appearance Review Commission meeting minutes as written.

Motion carried 4 - 0.

OLD BUSINESS:

None.

NEW BUSINESS:

**ARC 19-01 Umer Annaqeeb, Authorized Agent for Park 21 Investment LLC
117 E. Park Avenue**

Request is for approval of new signage.

Mr. Umer Annaqeeb, representative for Park 21 Investment LLC, presented the proposed signage for 117 E. Park Avenue. Chairman Robbins questioned if the applicant reviewed Staff's comment regarding the size of the sign. Mr. Annaqeeb stated he has revised his sign to be 7 feet by 3 feet, in order to comply with the Zoning Code. Commissioner Tarello questioned if the graphics will be scaled accordingly. Mr. Annaqeeb stated the letters will remain the same size and the graphic will be scaled down. Chairman Robbins questioned the colors of the sign. Mr. Annaqeeb stated the colors will be gray and black, as displayed on the application. Commissioner Flader confirmed there will be no lighting. Chairman Robbins questioned the material of the sign. Mr. Annaqeeb stated the sign will be an aluminum vinyl material. Commissioner Meyer noted that other colors may have made the sign stand out more.

Commissioner Tarello made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new signage at 117 E. Park Avenue, subject to the following condition: 1) The dimensions of the sign are amended to 7 feet by 3 feet.

Motion carried 4 - 0.

Minutes of the January 21, 2019, Appearance Review Commission Meeting
Page 2 of 4

ARC 19-02 Site Enhancement Services, Authorized Agent for McDonald's USA, LLC
1330 N. Milwaukee Avenue

Request is for approval of new signage.

Mr. Landon White, representative for Site Enhancement Services, presented the proposed signage for 1330 N. Milwaukee Avenue. Mr. White stated the site currently has two (2) menu board signs and one (1) pre-sale sign. Mr. White stated the signs on-site are currently back-lit plastic, and the new signs will feature an all-digital screen, which will improve the way the sign looks and allow for an up-to-date menu all the time. Mr. White stated the signs are built with an auto adjustment system to reduce the glow around the edge of the menu board. Mr. White stated the size of the menu board signs will be reduced from 43 SF to approximately 20 SF.

Commissioner Meyer made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new signage at 1330 N. Milwaukee Avenue, in accordance with the plans submitted.

Motion carried 4 - 0.

ARC 19-03 North Shore Gas Company, Authorized Agent for Natural Gas Pipeline
Company of America
19238 W. Peterson Road

Request is for approval of new building facades, landscaping, and lighting.

Mr. Alan McCurdy, representative for Valdes Engineering on behalf of North Shore Gas, presented the proposed building facades, landscaping, and lighting for 19238 W. Peterson Road. Mr. McCurdy stated the primary scope of work is to rebuild the gate station, as this is the primary feed of gas supply to Libertyville and the North Chicago area. Mr. McCurdy stated the station is outdated and needs to be rebuilt, redesigned and reconfigured in order to meet the current standards. Mr. McCurdy stated their construction timeline is from May 2019 – October 2019, to avoid the prime heating season. Mr. McCurdy stated the existing station is owned and operated by Kinder Morgan.

Chairman Robbins recommended working through the various Staff comments. Mr. McCurdy began with Staff's comment regarding the landscaping on site. Mr. McCurdy stated the landscaping on the West side is along an easement. Mr. Chris Olcott, representative with HLR, stated the Landscape Plan shows the ten-foot buffer zone in the easement area instead of inside the property line because of existing equipment. Mr. Sandine stated the landscape open space area in question was along the east side of the property line. Mr. Sandine stated it appears a portion of this landscape open space straddles the property line. Mr. McCurdy states this appears to be printing error and the entire landscaping portion should be on the inside of the east property line. Chairman Robbins questioned if the landscaping on the easement is eligible for a reduction by the Village Board of Trustees. Mr. Sandine confirmed a variation can be requested. Chairman Robbins recommended revising the landscape plan so that the Village Board is not guessing when they review the documentation.

Minutes of the January 21, 2019, Appearance Review Commission Meeting
Page 3 of 4

In regards to Staff Comment #2, Mr. McCurdy stated the trees will be labeled on the revised exhibit. Chairman Robbins questioned if there is a sense of what is being added right now. Mr. McCurdy stated he is unsure at the moment but is encouraged the overall design will be nice. Chairman Robbins confirmed the submitted landscape plan gives an idea on where the trees will be located, although their size and species are not specifically labeled. Mr. McCurdy confirmed and added on that this will be rectified in a future submittal.

Mr. McCurdy questioned the need for a revised plat of survey. Mr. Sandine stated the plat of survey provided was scaled onto an 8-1/2' x 11' sheet of paper, which caused the scale to be distorted. Mr. Sandine noted the Planning Division will reach out with further instruction on what is needed specifically in the following days.

Mr. McCurdy stated the submittal included a handout with the details on the proposed fence, but is willing to put together a rendering showing the height and color. Mr. McCurdy stated the fence will be ten (10) feet in height and be a galvanized metal color.

Mr. McCurdy stated the lighting plan will be revised to include a cut sheet of the wall packs. Mr. McCurdy stated the lighting can be revised to show the lighting will not exceed two (2) foot candles at the property line. Chairman Robbins confirmed a revised photometric plan will show all light fixtures and property lines, along with the foot candle levels throughout the site.

Mr. McCurdy provided various setbacks for the proposed buildings. Mr. McCurdy noted the fixed piping does not allow for a lot of room on the setbacks. Mr. McCurdy noted that room is needed for access to areas and to allow for it to be operable.

Chairman Robbins questioned the pavement plans. Mr. Olcott stated the "Grading and Drainage Plan" shows a portion of the site to have a geo-block technology, to allow for a drivable grass area. Chairman Robbins questioned if a majority of the site will be gravel. Mr. Olcott confirmed the rest of the area is either pavement, gravel, or grass. Mr. McCurdy stated the geo-block area does allow for an additional grass on-site.

Chairman Robbins questioned the size of the proposed sign. Mr. McCurdy stated they are willing to reduce the sign down to the allowable 8 SF.

Mr. McCurdy stated that for construction to be completed this year, they will need to mobilize by April. Commissioner Meyer stated a majority of the work left seems to be cleaning up the details in the plans. Commissioner Flader stated the project seems to be pretty straight-forward.

Commissioner Tarello made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new building facades, landscaping, and lighting at 19283 W. Peterson Road, subject to the following conditions: 1) The Landscape Plan be revised to include specific sizes and species, 2) The Photometric Plan be revised to comply with the Zoning Code, 3) A rendering of the proposed fence be submitted to the Village Board for review, and 4) The size of the sign be reduced to meet the Zoning Code.

Motion carried 4 - 0.

COMMUNICATIONS AND DISCUSSION:

Chairman Robbins stated he spoke with Rick Swanson regarding a potential color change to the shutters at the Downtown Train Station. Chairman Robbins stated he did not want Mr. Swanson to side-step the process and requested he appear before the ARC and Village Board. Mr. Sandine stated Administration is not going to consider a color change at this time. Commissioner Meyer and Commissioner Tarello agreed the black shutters should remain and the station should be built as it was initially presented. Mr. Sandine reminded the Commission that the Comprehensive Plan Review Committee will be coming to the February 2019 meeting to gather feedback from the Commission on where they see design going in the future for Libertyville.

Commissioner Meyer moved and Commissioner Flader seconded a motion to adjourn.

Motion carried 4 - 0.

Meeting adjourned at 7:38 p.m.