

**MINUTES OF THE APPEARANCE REVIEW COMMISSION**  
**March 20, 2023**

The regular meeting of the Appearance Review Commission was called to order by Chair Sarah Burger at 5:00 p.m. at 1551 North Milwaukee Avenue.

Members Present: Chair Sarah Burger, Tom Flader, Les Galo, James Hartshorne, Michael Haug, Mike Kollman and Casey Rooney.

Members Absent: None.

A quorum was established.

Village Staff Present: David Smith, Senior Planner.

Commissioner Flader made a motion, seconded by Commissioner Rooney, to approve the February 20, 2023, Appearance Review Commission meeting minutes, as written.

Motion carried 7 - 0.

**OLD BUSINESS:**

**ARC 23-11 Lake County Government, Applicant.  
500 W. Winchester Road**

**Request is for a new landscaping and a ground-mounted solar array.**

Ms. Emily McMillan, consultant from Westwood Professional Services representing the applicant, stated that they have revised the proposed plans in response to the Staff review comments. She stated that the proposed access drive to the proposed solar field array will be bituminous material, but they are seeking approval to have the option to change the driveway material but still comply with Libertyville Zoning Code Section 26-10-1.4, that requires the surface material of the access drive will consist of dustless pavers, bituminous, or Portland cement concrete at the discretion of the contractor.

Mr. Mike Myer, consultant from Westwood Professional Services representing the applicant, described the changes to the berm location and tree preservation plan.

*Commissioner Rooney made a motion, seconded by Commissioner Kollman, to recommend the Village Board of Trustees approve the application for new landscaping and a ground-mounted solar array at 500 W. Winchester Road, subject to the following condition (1) That the proposed access road be constructed with material that is compliant with the Zoning Code requirement.*

*Motion carried 7 - 0.*

**NEW BUSINESS:**

**ARC 23-12 North Shore Sign Co., Authorized Agent for AGSCO Corporation**  
**1755 N. Butterfield Road**

**Request is for new signage.**

Mr. Matt Laska, North Shore Sign Co., agent for AGSCO, described the proposed change of the freestanding sign height. Mr. Laska indicated that at its current height the line of sight from Butterfield Road is obstructed by the road guard rail partially blocking the visibility of the sign.

Commissioner Haug requested clarification from Staff about the application process for the Major Adjustment to the Planned Development. Mr. David Smith, Senior Planner, stated that since the requested height of the sign exceeds the maximum allowed height for the O-2 zoning district for property that was approved for a Planned Development then the applicant would have apply for the Major Adjustment in accordance to the Zoning Code. Mr. Smith stated that the application must be reviewed by the ARC first before going to the Village Board.

Chairperson Burger asked if the proposed height of 12 feet is necessary in order to be visible. Mr. Laska stated that only the lettering will be visible from the internal illumination and will not be a nuisance for the neighboring residential properties.

*Commissioner Galo made a motion, seconded by Commissioner Haug, to recommend the Village Board of Trustees approve the application for new signage at 1755 N. Butterfield Road, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

**COMMUNICATIONS AND DISCUSSION:**

With no further discussion, Commissioner Rooney moved and Commissioner Flader seconded a motion to adjourn.

Motion carried 7 - 0.

Meeting adjourned at 5:35 p.m.