

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION**  
**April 17, 2023**

The regular meeting of the Historic Preservation Commission was called to order by Chair James Hartshorne at 5:02 p.m. at 118 W. Cook Avenue.

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

Members absent: Sarah Burger.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development, and Christopher Sandine, Senior Planner.

Commissioner Galo made a motion, seconded by Commissioner Rooney, to approve the March 20, 2023, Historic Preservation Commission meeting minutes, as written.

Motion carried 6 - 0.

**Old Business:**

None.

**New Business:**

**HPC 23-03 Village of Libertyville, Applicant**  
**Multiple Locations in Downtown Libertyville**

**Request is for new wayfinding signage.**

Mr. John Spoden, Director of Community Development, presented the proposed wayfinding signage for Multiple Locations in Downtown Libertyville. Mr. Spoden stated the Village has been working towards installing pedestrian-oriented wayfinding signs throughout the Downtown. Mr. Spoden stated their location would be in high-traffic areas, such as right near the train station, outside the parking garages, and near Cook Park. Mr. Spoden stated the signage will have a map for all the different restaurants, shops, and services available. Mr. Spoden stated the design matches the parking garage signs that were previously installed. Mr. Spoden stated the non-illuminated signage will either be two-sided, while some will be one-sided. Mr. Spoden stated one struggle was deciding on a material that is durable but can be easily replaced. Mr. Spoden noted that Glencoe has installed a PVC product that can be screwed into the sign, so it is weather resistance, but also changeable. Mr. Spoden stated the Village anticipates changing out the signs twice a year. Mr. Spoden stated there are currently five (5) locations for these signs: one by the Train Station that still needs Metra approval, one near the Picnic Basket and Cook Park, one near

**Minutes of the April 17, 2023, Historic Preservation Commission Meeting**  
**Page 2 of 3**

the Lake Street Parking Garage, one near the Church Street Parking Garage, and one within a planter bed on Milwaukee Avenue near the corner of Milwaukee Avenue and Church Street.

Commissioner Flader questioned if there will be one panel of three smaller panels. Mr. Spoden stated it will be one panel with a map of the restaurants and businesses within Downtown. Commissioner Flader noted a similar product in Lake Bluff that has several signs for advertisements. Mr. Spoden stated that may be a solution for the banners that are currently displayed in Cook Park. Commissioner Kollman questioned if these maps will have the same information. Mr. Spoden confirmed and there will be no advertisement. Commissioner Rooney confirmed there will be no lighting. Mr. Spoden stated the panels will be changed as restaurants and services are updated yearly or semi-yearly. Commissioner Haug stated it will be like a directory in a mall, but much cooler. Mr. Spoden noted the Village tried to stay away from the electronic message boards that other communities have installed too. Commissioner Kollman confirmed the poles will match other light poles in the Village. Commissioner Flader confirmed that the signage will be primarily in hard-scape areas. Commissioner Flader questioned if it would be possible to have a planter box at the bottom of the sign with a few perennials. Mr. Spoden stated that would be an option that could be considered. Commissioner Flader stated that planter could be part of the sign. The Commissioners agreed the design of the signage would fit well and benefit the Downtown.

*Commissioner Rooney made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new wayfinding signage at Multiple Locations in Downtown Libertyville, subject to the following condition: 1) Install a planter box near the base of the sign in locations that are deemed appropriate.*

*Motion carried 6 - 0.*

**Communications and Discussion:**

Commissioner Kollman questioned if the Village has an official mural regulation. Mr. Sandine stated there is an administrative policy in place, but there are not official regulations. Commissioner Kollman questioned what it would take to have guidelines in place for the next time a mural wants to be installed in the Village. Mr. Spoden stated there would need to be some discussions on changes to the Sign Code and an updated Administrative Policy. Mr. Spoden stated it is something that the Village has struggled with in the past, but it would be good to set something in place.

Commissioner Kollman questioned the next steps for the Historic District Designation. Mr. Sandine stated the IL-SHPO still has not provided the guidelines or application required for the grant funding. Mr. Sandine stated that will be necessary to hire an outside consultant to put this information together on the Commission's behalf. Commissioner Kollman suggested the Commission have an idea of what it will cost to hire a consultant and help them understand what will be required so property owners can benefit from this designation.

**Minutes of the April 17, 2023, Historic Preservation Commission Meeting**  
**Page 3 of 3**

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

Motion carried 6 - 0.

Meeting adjourned at 6:12 p.m.