

MINUTES OF THE APPEARANCE REVIEW COMMISSION
May 15, 2023

The regular meeting of the Appearance Review Commission was called to order by Acting Chair James Hartshorne at 5:06 p.m. at 118 W. Cook Avenue.

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

Members Absent: Chair Sarah Burger.

A quorum was established.

Village Staff Present: Christopher Sandine, Senior Planner.

Commissioner Rooney made a motion, seconded by Commissioner Flader, to approve the April 17, 2023, Appearance Review Commission meeting minutes, as written.

Motion carried 6 - 0.

OLD BUSINESS:

None.

NEW BUSINESS:

**ARC 23-19 North Shore Sign Co., Authorized Agent for Wynkoop Holdings, LLC
214 Peterson Road**

Request is for new signage.

Mr. Jeff Barmueller, North Shore Sign Co., presented the proposed signage at 214 Peterson Road. Mr. Barmueller stated they will reface the existing sign cabinet with illuminated channel letters. Mr. Barmueller stated the sign and the letters will be flush-mounted to the wall. Commissioner Haug confirmed there are other tenants within the strip center that have signs which deviate from the approved sign criteria. Commissioner Kollman confirmed the size of the proposed sign is compliant with the Zoning Code regulations.

Commissioner Kollman made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new signage at 214 Peterson Road, in accordance with the plans submitted.

Motion carried 6 - 0.

**ARC 23-20 North Shore Sign Co., Authorized Agent for Helene M. Dolce, DDS
301 Peterson Road, Unit B**

Request is for new signage.

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Mr. Jeff Barmueller, North Shore Sign Co., presented the proposed signage at 301 Peterson Road, Unit B. Mr. Barmueller stated the proposed signage will have an opaque white background so that only the letters and logos shine through when illuminated. Mr. Barmueller stated there will be a white outline around the letters and logo to provide a glow of illumination. Mr. Barmueller stated the black will be opaque with a white illuminated border.

Commissioner Flader made a motion, seconded by Commissioner Rooney, to recommend the Village Board of Trustees approve the application for new signage at 301 Peterson Road, Unit B, in accordance with the plans submitted.

Motion carried 6 - 0.

ARC 23-21 NV Salon and Spa, Applicant
104 Fourth Street

Request is for new building facades.

Mr. Christopher Sandine, Senior Planner, explained that NV Salon and Spa is looking to relocate their business from South Milwaukee Avenue to 104 Fourth Street. Mr. Sandine stated this location was constructed as a single-family home, so the renovations require updates for ADA accessibility. Mr. Sandine stated the exterior changes include the installation of a deck and a lift. Mr. Sandine stated they are also looking to sealcoat the parking lot and restripe. Mr. Sandine noted that they will be required to have one (1) handicap parking space on site. Commissioner Rooney confirmed the chairlift will be weather resistant for this climate. Commissioner Kollman noted those type of lifts are made specifically for these conditions. Commissioner Kollman questioned the material for the deck. Mr. Sandine stated the narrative indicates it will be pressure treated lumber painted white to match the siding color. Acting Chair Hartshorne questioned if there is any concern about the deck being hit by a vehicle. Commissioner Haug stated it would be in the realm of possibilities but there doesn't seem to be much that can be done to reduce the size of the deck. Commissioner Haug identified other businesses in the Village with a deck at the rear of the structure, too.

Commissioner Flader made a motion, seconded by Commissioner Haug, to recommend the Village Board of Trustees approve the application for new building facades at 104 Fourth Street, subject to the following condition: 1) One (1) handicap parking space be included on the site plan, as required.

Motion carried 6 - 0.

ARC 23-22 Robert Bleck, Authorized Agent for 939 E. Park Avenue LLC
939 E. Park Avenue

Request is for new building facades.

Commissioner Kollman made a motion, seconded by Commissioner Galo, to continue the application for new building facades at 939 E. Park Avenue, until the June 19, 2023, meeting date.

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Motion carried 6 - 0.

ARC 23-23 Canlan Sports Libertyville, Applicant
1950 N US Highway 45

Request is for new landscaping.

Mr. Angel Garcia, Facilities Manager at Canlan Sports Libertyville, presented the proposed landscaping at 1950 N US Highway 45. Mr. Sandine explained that when the Village of Libertyville sold the Sports Complex to Canlan Sports, there was an agreement for Canlan Sports to install landscaping per the previously approved plan. Mr. Sandine stated there was an alternative written into the agreement that allowed for Canlan Sports to modify the landscape plan, which is why they are in front of the Commission at this time. Mr. Garcia stated one of the issues during COVID-19 was a lack of maintenance with the landscaping at the Sports Complex, so Canlan removed a significant amount of dead landscaping on the property. Mr. Garcia stated the proposed plan will provide additional cover; however, they do not want to plant any high maintenance planting (i.e., rose bushes).

Commissioner Rooney stated there is a significant reduction in plantings compared to the original landscape plan. Mr. Garcia confirmed and indicated the initial landscape plan seemed to be overloaded with plantings. Commissioner Kollman noted several areas will not have plantings. Mr. Garcia stated several smaller islands will only have mulch, which will accommodate snow removal in the winter months. Commissioner Flader noted the drawings do not show any trees within the island of the main parking lot. Mr. Garcia confirmed they are not looking to have any trees installed in the main islands and would rather have grasses at these locations. Commissioner Flader stated the snow will likely go towards the west side of the property and will not congregate in the islands. Commissioner Rooney stated that will be a lot of islands without anything in them. Commissioner Flader agreed and noted that each island should have a tree. Commissioner Galo questioned the size of the islands, which was estimated to be approximately 400 SF (40-ft x 10-ft). Commissioner Flader suggested skipping the rose bushes in the parking lot, but noted an upright tree with turf should be installed in each island. Commissioner Galo stated he can understand not including the rose bushes but agreed that the trees will add a dimension to the property that will make it more attractive. Commissioner Flader suggested working off the approved Street Tree List.

Commissioner Haug questioned the Village requirements for this type of development. Mr. Sandine stated the Village will require a 3" caliper tree to be installed in each parking lot island. Mr. Sandine noted the berm along Route 45 will provide the necessary parking lot screening. Commissioner Rooney stated the entrance area to the Sports Complex should be very attractive to visitors. Mr. Garcia stated there will be additional plantings at the base of the building in addition to what has been installed previously. Commissioner Rooney questioned if the plans can be approved with a condition that the trees be planted in each island. Mr. Sandine suggested the applicant work on getting together a revised landscape plan that shows the exact species and location of the plantings to be installed for the Commission and the Village Board to review. Mr. Garcia expressed a concern about the planting time for the trees to be installed. Commissioner

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Haug noted that it would be acceptable for plantings to occur in the fall months. Mr. Garcia stated he will double-check the agreement timeline that the planting is supposed to occur. Commissioner Haug stated it is a little unclear on what will remain once the entire landscape plan has been installed. Commissioner Haug stated he would like to see an updated landscape plan that reflects the updated information. Commissioner Kollman suggested providing an updated plan that shows the specific plantings that are to remain and the specific plantings that are being proposed. Commissioner Kollman stated it will be important to include the additional trees in the bare landscape plans in the next submittal.

Commissioner Kollman made a motion, seconded by Commissioner Rooney, to continue the application for new landscaping at 1950 N US Highway 45, until the June 19, 2023, meeting date.

Motion carried 6 - 0.

COMMUNICATIONS AND DISCUSSION:

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

Motion carried 6 - 0.

Meeting adjourned at 5:57 p.m.