

**MINUTES OF THE APPEARANCE REVIEW COMMISSION**  
**January 18, 2021**

The regular meeting of the Appearance Review Commission was conducted virtually due to public health concerns and called to order by Chairman John Robbins at 7:01 p.m.

Members Present: Chairman John Robbins, Sarah Burger, Tom Flader and Jennifer Tarello.

Members Absent: Rich Seneczko.

A quorum was established.

Village Staff Present: Christopher Sandine, Associate Planner.

Commissioner Flader made a motion, seconded by Commissioner Tarello, to approve the December 21, 2020, Appearance Review Commission meeting minutes, as written.

Motion carried 4 - 0.

**OLD BUSINESS:**

**ARC 20-47   Maureen Napleton, Authorized Agent for Napleton Properties, LLC.  
1050 S. Milwaukee Avenue**

**Request is for new signage.**

Ms. Maureen Napleton, Mr. Bill Napleton, and Ms. Emma Applebach, authorized agents for Napleton Properties, LLC, presented the proposed signage for 1050 S. Milwaukee Avenue. Chairman Robbins reminded the Commission that this proposal was reviewed at the December 2020 Appearance Review Commission meeting. Chairman Robbins stated a discussion on the height of the sign led to the request of some research. Ms. Napleton stated her research has yielded no results in other signs that are 30-feet in height, however, she maintains that this height would fit in with this facility since it is at a lower grade elevation than the roadway along Milwaukee Avenue. Ms. Napleton stated the design of the sign is understated and simple compared to others in the area. Mr. Napleton stated they have been in the area for approximately ten (10) years and they have enjoyed working with the Village. Mr. Napleton stated 30-foot sign is subtle and sleek in its execution. Mr. Napleton stated they would love to see the height of the sign granted. Mr. Napleton stated the package allows either a 26-foot sign or a 30-foot sign and they feel the 30-foot sign is the best finished product for this location. Chairman Robbins noted Staff's research for the dealership signs along Milwaukee Avenue are less than 30-feet. Chairman Robbins questioned how the Zoning Code defines "height" for a sign. Mr. Sandine stated "height" is defined as the measurement from the average existing grade to the top of the sign. Mr. Sandine stated average existing grade for a sign is measured from the proposed location, or as the average grade within fifty (50) feet of the proposed location, or from the nearest street elevation. Mr. Sandine stated the location of the sign (grade) is about two (2) feet below Golf Road and about four (4) feet below Milwaukee Avenue. Mr. Sandine stated that if the petitioner is able to relocate the sign so that it is closer to Milwaukee Avenue instead of Golf Road, then additional height may be permitted based on this definition. Mr. Napleton noted the

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Mazda sign on Milwaukee Avenue looks to be larger than 30-feet since it is on a downslope. Ms. Napleton stated they are intent on complying with the setback regulations. Chairman Robbins stated he finds it difficult to determine if a sign is too small, as it is subjective. Chairman Robbins stated he is content with working in the Zoning ordinance. Chairman Robbins stated he is not okay with allowing excess sign height just because it is advantageous for a certain company. Chairman Robbins stated he is all in favor in supporting a sign that meets the height criteria based on grade. Commissioner Burger stated she is okay with the proposal based on Mr. Sandine's outline. Commissioner Tarello questioned the height of the Mazda sign, while Staff indicated the height is approximately 25-feet. Ms. Napleton stated she made a mistake on the sign height initially and confirmed the sign is approximately 25-feet. Ms. Napleton stated the grading aspect makes it look taller. Commissioner Flader questioned if there is a location and landscaping where the sign will be located. Ms. Napleton stated the location of the 30-foot brand sign may be relocated to the 20-foot sign location if the Commission would like to see that. Commissioner Flader confirmed the 30-foot sign may be placed near the entrance. Ms. Napleton stated they are open to flip-flopping the sign.

Chairman Robbins questioned if there is an opportunity for the 30-foot sign to be located closer to the corner. Mr. Sandine stated the applicant may put the sign at least 76-feet from Golf Road and keep it 75-feet from Milwaukee Avenue. Mr. Sandine stated another assessment will be required depending on the final sign location. Mr. Napleton stated having the sign on the corner would be preferable compared to the entrance. Commissioner Tarello stated she would like to see the sign further from the corner since it is an entrance to the residential district. Chairman Robbins questioned if the Certified Pre-Owned Sign will require a variation still. Mr. Sandine stated they will not need a variation for that sign, but potentially for the overall square footage. Ms. Applebach stated they have considered the size of the signs and they should not be larger than what is permitted. Commissioner Flader questioned if the Commission will be comfortable moving forward without knowing the final sign placement or landscaping. Commissioner Tarello stated she still has concerns over the height of the sign, but would like to know the final location. Chairman Robbins stated he is concerned about starting an arms race for signs, and indicated he has no objection to the request of knowing the exact location. Ms. Napleton stated they are willing to work with the Commission and Staff on a proper location for the 30-foot sign. Chairman Robbins stated it may be advantageous to continue this for another month to consider the sign placement and landscaping. Chairman Robbins questioned how this project impacts the Plan Commission/Zoning Board of Appeals. Mr. Sandine stated this project was scheduled for Monday, January 22, 2021. Chairman Robbins questioned the nature of the zoning variation. Commissioner Flader questioned if there is still a need for the variation if it is moved outside the setback. Mr. Sandine stated the only concern is the overall square footage that needs to be double-checked. Chairman Robbins stated there is a chance there may not be a variation required. Chairman Robbins questioned the applicant if they are underneath the gross square footage allowance. Ms. Applebach stated that exceeding the square footage was not an initial concern and it is their understanding that they will be underneath the maximum allowed. Ms. Applebach stated the setback requirement will be met to allow for the 30-foot sign. Ms. Applebach stated additional landscaping will be provided, too. Chairman Robbins stated it sounds like there may be an opportunity to have the signage comply with the zoning regulations so a variation will not be required. Mr. Napleton stated he is thankful for the accommodations

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that have been recommended and the location will be nailed down, along with the required landscaping. Each Commissioner stated they are okay with continuing this item for 30 days to allow the applicant to make the required changes to the location and landscaping.

*Commissioner Flader made a motion, seconded by Commissioner Tarello, to continue the application for new signage at 1050 S. Milwaukee Avenue, to the February 15, 2021, Appearance Review Commission meeting.*

*Motion carried 4 - 0.*

**ARC 20-48 Steven Spinell, Authorized Agent for 4th Street Broadway LLC.**  
**232 Fourth Street**

**Request is for new building facades, landscaping, and lighting.**

Mr. Steven Spinell, Mr. Bernie Citron, Ms. Mary Bak, and Mr. Steve Francis, authorized agents for 4th Street Broadway LLC, presented the proposed building facades, landscaping, and lighting for 232 Fourth Street. Mr. Francis stated the proposal has been revised based on feedback provided during the December 2020 meeting. Mr. Francis stated these revisions include updating the westernmost unit of the three-unit building along Fourth Street. Mr. Francis stated this façade has been designed to be an end unit where the entry is located off Fourth Street instead of Broadway Street. Mr. Francis stated the landscaping along the front elevation of Broadway Street has been updated to provide sufficient screening of the utility equipment. Mr. Francis stated that a four (4) foot vinyl fence has been proposed along the driveway in the southwest portion of the property. Mr. Francis stated the fence connects with the six (6) foot privacy fence located along the south property line. Mr. Sandine showed the location of the vinyl screening for the Commission to review. Chairman Robbins questioned the reasoning for the vinyl fence. Mr. Francis stated the fence will assist in providing screening for the air conditioning equipment located in the islands along the driveway. Chairman Robbins questioned if the fence allows compliance of the air conditioning equipment with the Zoning Code. Mr. Sandine stated the fence will help with the screening, although there will still likely be sightlines from the driveway. Mr. Sandine noted that the R-7 Zoning Code does not require screening of air conditioning equipment if they are located outside of the setback, however, it is strongly encouraged. Chairman Robbins confirmed there is an opportunity to bend the regulations through the Planned Development process. Mr. Sandine noted the air conditioning equipment along Fourth Street is located within a setback and will need to be completely screened.

Chairman Robbins questioned how snow removal will be accomplished through the fee-simple process and with each unit individually sold. Mr. Spinell stated the project is not a fee-simple project and each unit will be a rental. Mr. Spinell stated a formal management company will handle the snow removal efforts. Chairman Robbins noted how snow removal in other areas of the Village have resulted in fences quickly deteriorating. Chairman Robbins questioned who will support the fence once it starts to deteriorate. Mr. Spinell stated he plans for the project to be a rental community that is owned by his group. Mr. Spinell stated the fence will be owned and maintained by the rental entity that owns all seven (7) units. Chairman Robbins questioned if the

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fee-simple project will have seven (7) units held by one (1) holding company. Mr. Spinell stated the “fee-simple” term does not accurately describe this project but indicated that one entity will own all seven (7) units and they will be responsible for the maintenance (i.e. landscaping, snow removal, fence maintenance).

Chairman Robbins requested to review the Staff comments. Chairman Robbins questioned how the refuse containers will be contained. Mr. Francis refuse will be handled similarly to a single-family house where each unit will have a refuse container held within their individual garage. Chairman Robbins stated that the landscaping appears to have been augmented on the front façade near the utility equipment. Mr. Francis stated additional landscaping has been added that will grow tall enough to be able to screen the utility equipment, but not interfere with the windows. Chairman Robbins confirmed the applicant will work with the neighboring property owners on tree removals. Chairman Robbins questioned the number of parking spaces. Mr. Francis stated there will be twenty (20) total parking spaces on site.

Commissioner Flader questioned the variety of landscaping to be installed in front of the utility connections. Mr. Francis stated there will be a variety of arborvitae and upright hydrangea. Commissioner Flader stated the hydrangea will not provide screening in the wintertime. Mr. Francis stated the hydrangea will have foliage year-round. Commissioner Flader stated hydrangea are usually sticks with a ball on the top in the winter. Mr. Francis stated these hydrangeas are a different variety, “Incrediball”, which keeps their foliage year-round. Commissioner Flader stated he was not aware of that variety. Commissioner Flader questioned the type of arborvitae. Mr. Francis stated they will be an upright arborvitae that will be trimmed to avoid interfering with elements on the building. Commissioner Flader stated the arborvitae can be challenging to trim, noting that once the top has been cut, it will not grow back. Mr. Francis stated he understands the challenges with trimming arborvitae. Mr. Spinell questioned if there is an alternate planting that would be preferred. Commissioner Flader stated that height becomes the issue when trying to stay under windows, indicating that yews and boxwoods are likely the only solutions. Commissioner Flader stated the arborvitae can grow tall and wide, depending on the species, which can make it challenging to maintain. Mr. Spinell questioned if there is a preferred alternate. Commissioner Flader recommended a larger yew instead of a boxwood, since it will be manageable. Mr. Spinell stated he is okay with making that change in planting material. Commissioner Flader stated it is a better maintenance plan long-term with this planting material.

Commissioner Burger stated the applicant should consider changing the vinyl fence to wood. Commissioner Burger stated the vinyl fence may be prone to cracking in colder winters. Mr. Spinell stated he is open to making that change so it is consistent with the rest of the wooden fence on the property. Chairman Robbins stated he is okay with a wooden fence, which may be a better long-term option. Commissioner Burger stated she has owned both fencing products but noted that the vinyl can be poor in windy conditions. Mr. Spinell stated he prefers a wooden product and is open to the change in material. Chairman Robbins stated the change to the elevation helps address Fourth Street.

*Commissioner Flader made a motion, seconded by Commissioner Tarello, to recommend the Plan Commission/Zoning Board of Appeals approve the application for new building facades,*

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*landscaping, and lighting at 232 Fourth Street, subject to the following conditions: 1) Change out the material of the vinyl fence to be a wooden fence; and 2) Change out the arborvitae plantings for larger yew plantings in front of the utilities along Broadway Street.*

*Motion carried 4 - 0.*

**NEW BUSINESS:**

None.

**COMMUNICATIONS AND DISCUSSION:**

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

Motion carried 4 - 0.

Meeting adjourned at 8:00 p.m.