

**MINUTES OF THE APPEARANCE REVIEW COMMISSION**  
**May 17, 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 Rich Seneczko.

Members Absent: None.

A quorum was established.

Village Staff Present: Christopher Sandine, Associate Planner.

Commissioner Flader made a motion, seconded by Commissioner Seneczko, to approve the April 19, 2021, Appearance Review Commission meeting minutes, as written.

Motion carried 4 - 0.

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**ARC 21-20 North Shore Sign Co., Authorized Agent for Michael Massarelli  
870 S. Milwaukee Avenue**

**Request is for new signage.**

Mr. Matt Laska, authorized agent for North Shore Sign Co., presented the proposed signage for 870 S. Milwaukee Avenue. Mr. Laska stated the design from last month was unable to be scaled down and still be legible. Mr. Laska stated the new design will be a standard channel letter sign with an illuminated cabinet below. Mr. Laska stated the tagline cabinet will be opaque so only the letters are illuminated.

*Commissioner Flader made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new signage at 870 S. Milwaukee Avenue, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**ARC 21-21 Volkan Signs & Lighting, Authorized Agent for Napleton Properties, LLC  
1050 S. Milwaukee Avenue**

**Request is for new signage.**

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Mr. Phil Valenzo, authorized agent for Volkan Signs & Lighting, presented the proposed signage for 1050 S. Milwaukee Avenue. Mr. Valenzo stated the proposed Cadillac logo will be on the West Elevation facing Milwaukee Avenue. Mr. Valenzo stated the sign will be on the new fascia at 79 SF, which is underneath the allowable square footage. Chairman Robbins questioned if the sign has already been installed. Mr. Valenzo stated the ACM has been cutout for the sign, but it is covered up with a banner-like material. Mr. Valenzo stated the final product shown is the result of multiple signs being eliminated from the scope of work.

*Commissioner Seneczko made a motion, seconded by Commissioner Burger, to recommend the Village Board of Trustees approve the application for new signage at 1050 S. Milwaukee Avenue, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**ARC 21-22 NLA/GCH Libertyville LLC, Applicant**  
**1121 S. Milwaukee Avenue**

**Request is for new signage.**

Mr. Jonathan Power, authorized agent for Game Creek Holdings, presented the proposed building facades and signage for 1121 S. Milwaukee Avenue. Mr. Power stated he was before the Commission last month to request signage and building façade improvements. Mr. Power stated they have returned this month to request a second sign for the Tesla Dealership. Mr. Power stated their predecessor, Gregory Infiniti, also had two signs at this location. Mr. Power stated most of the dealers on Milwaukee Avenue have two signs, including Toyota, Mazda, Napleton, Honda, and Chevy. Mr. Power stated it is important to the brand to have their logo on the building and the overall square footage of the additional sign is only 25 SF. Mr. Power stated they are requesting their approval of the logo to accompany the Tesla wordmark.

Chairman Robbins questioned why the logo was not designed to fit in with the rest of the signage if it is so important for the dealership. Mr. Power stated that they wanted to make sure there was a sign on the building for when they opened and noted the risk of going through the 120-day variation process. Mr. Power stated they knew that they needed some branding on the building, so they submitted a plan that they knew complied. Mr. Power stated they then decided to come back and request a second sign for the brand. Chairman Robbins stated that scheduling issues are a self-created problem when it comes to requesting a signage variation. However, Chairman Robbins noted that evaluating zoning variations are not the purview of the Commission.

Commissioner Flader questioned if any other signs are being proposed for the property. Mr. Power stated there are no further signs being requested, other than the ones that have already been approved. Mr. Powers stated they did investigate having the Tesla logo closer to the Tesla wordmark, but the design was still considered two (2) signs by Staff. Mr. Powers stated they needed to decide based on the timing of that information and they simply misinterpreted the Sign Code. Mr. Powers stated they are respectfully requesting the second sign.

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Chairman Robbins confirmed the Commission is only acting on the Tesla logo. Mr. Sandine confirmed the Commission is only reviewing the Tesla logo and reminded them that they approved the Tesla wordmark and freestanding sign at the April 2021 meeting.

*Commissioner Flader made a motion, seconded by Commissioner Burger, to recommend the Village Board of Trustees approve the application for new signage at 1121 S. Milwaukee Avenue, in accordance with the plans submitted.*

*Motion carried 3 – 1 with Chairman Robbins voting against.*

**ARC 21-23 Lake County Forest Preserve District, Applicant.**  
**1899 W. Winchester Road**

**Request is for new landscaping.**

Mr. Jim Anderson and Mr. Matt Neltzen, authorized agents for Lake County Forest Preserve District, presented the proposed landscaping for 1899 W. Winchester Road. Mr. Neltzen stated their request is to remove exotic and invasive trees and shrubs on their campus in Libertyville. Mr. Neltzen stated the removals will be replaced with native plantings. Mr. Neltzen stated a few pine trees along the roadways will be removed and replaced, too. Chairman Robbins stated he likes the proposal and thinks it will be a vast improvement for the site. Commissioner Flader noted approximately 77 removals and 145 replacements, which is exceptional. Commissioner Flader noted the species look fine and he is okay with the proposal. Commissioner Seneczko stated he is okay with the proposal.

*Commissioner Flader made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new landscaping at 1899 W. Winchester Road, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**ARC 21-24 Katie Kick, Authorized Agent for Wynkoop Holdings LLC**  
**338 Peterson Road**

**Request is for new building facades and other exterior improvements.**

Ms. Katie Kick and Mr. Travis Kick, authorized agents for Wynkoop Holdings LLC, presented the proposed building facades and other exterior improvements for 338 Peterson Road. Ms. Kick stated that Anam Cara is looking to expand their patio space by adding four table, a few couches, and a 44” low wooden fence. Ms. Kick stated the fence will be high enough to block some of the noise and traffic. Chairman Robbins confirmed the applicant has seen the Staff comments about the safety bollards.

*Commissioner Flader made a motion, seconded by Commissioner Seneczko, to recommend the Village Board of Trustees approve the application for new building facades and other exterior*

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*improvements at 338 Peterson Road, subject to the following conditions: 1) Install bollards between the patio space and parking lot.*

*Motion carried 4 - 0.*

**ARC 21-25   Bleck & Bleck Architects, Authorized Agent for Sweet Honey Place LLC**  
**1441 N. Milwaukee Avenue**

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

Mr. Bob Bleck, authorized agent for Bleck & Bleck Architects, presented the proposed building facades, landscaping, and signage for 1441 N. Milwaukee Avenue. Mr. Bleck stated this project as approved by the Commission in September 2020. However, there have been changes to the design during the building permit submittal process. Mr. Bleck stated the Fire Protection Room was moved to the upper floor on the north façade, so there is a door where there was a window. Mr. Bleck stated the front façade has windows moving to be more symmetrical, while the soldier course above the windows has been replaced with wood. Mr. Bleck stated the illumination will be cutoff, so it does not spill onto the neighboring properties. Mr. Bleck stated a few area wells were eliminated at the base. Mr. Bleck stated the Staff comments indicate air conditioning equipment is not permitted in the rear yard setback, so that may be moved into the front yard and screened. Mr. Bleck stated the colors on the building remain the same. Mr. Bleck stated the actual sign dimensions are 7'-4" by 5'-5", which is just underneath the 40 SF allowance. Mr. Bleck stated the sign will have a black background with white letters. Mr. Bleck stated only the letters will be illuminated. Mr. Bleck stated the base needed to be relocated due to a high-water mark, so it now the sign sits on the retaining wall. Mr. Bleck stated it will be a challenge to get the required plantings on the site. Mr. Bleck stated a few spruces may need to be replaced with arborvitae so that they are not on top of each other.

Chairman Robbins noted most of the Staff Comments were picked up in the executive summary. Chairman Robbins questioned if the proposal will go before the Zoning Board of Appeals. Mr. Bleck stated it is not their intention to go before the Zoning Board of Appeals, so they will work towards accommodating the changes. Mr. Bleck stated most of the issues that require the variation can be managed. Mr. Bleck questioned if the stoop is considered a stoop at grade or if it is more like a patio. Mr. Sandine stated it will be considered a stoop above grade. Chairman Robbins questioned if the material submitted showed the actual sign size. Mr. Bleck stated the sign dimensions shown are incorrect and the accurate dimensions will be 7'-4" by 5'-5". The signage will then be scaled down to accommodate the differences. Chairman Robbins noted a few plantings within the IDOT ROW. Mr. Bleck stated the plantings can be shifted over to the west since the sign location has moved. Commissioner Flader confirmed the location of the monument sign will move west on top of the wall. Commissioner Flader confirmed there will be a small base for the sign to be elevated. Mr. Bleck stated there will be a hedge row across the southern parking lot that achieves the screening requirement. Commissioner Flader questioned if the location of the sign will affect the required landscaping. Mr. Sandine stated that as long as the required amount is in place then it will be compliant.

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Commissioner Flader noted the selection of landscaping and the existing landscaping to the north will provide quite a bit of screening. Commissioner Flader questioned the additional arborvitae. Mr. Bleck stated the arborvitae will be necessary for the parking lot screening. Commissioner Flader questioned if a fence could be installed on top of the retaining wall. Mr. Sandine stated a fence is a possibility, but the location of the fence may require a variation. Chairman Robbins questioned if the primary concern is the long-term health of the planting. Commissioner Flader stated the species are generally large shade trees, which will be a maintenance issue in about ten (10) years. Chairman Robbins noted a tricky balance for the site, between required plantings and space. Commissioner Flader noted how some of the tree canopies project beyond the property line already. Commissioner Flader stated there will be issues about ten years down the road. Chairman Robbins questioned the options available given this information. Mr. Sandine stated Mr. Bleck is able to apply for a variation for the lack of plantings within the Perimeter Landscape Open Space or potentially locate them elsewhere on the property.

Chairman Robbins stated a few options for the Commission includes approving the Landscape Plan as submitted or approving the other aspects and continuing the landscaping. Chairman Robbins questioned if the applicant is able to receive a building permit without the landscaping being approved. Mr. Sandine stated the Village will look for the landscaping to be approved prior to building permit issuance. Chairman Robbins questioned how Mr. Bleck would like to proceed. Mr. Bleck stated they are getting to a critical point in starting the construction process. Mr. Bleck stated he would like to get approval with the condition of Staff recommendations and then figure out the landscaping alterations in the future. Commissioner Flader stated he has no issues with the Landscape Plan but did note that this plan will be overplanted from the start. Commissioner Seneczko and Commissioner Burger stated they have no additional comments and agree with the landscape comments.

*Commissioner Seneczko made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new building facades, landscaping, and signage at 1441 N. Milwaukee Avenue, subject to the following conditions: 1) The Landscape Plan is resubmitted at a later date.*

*Motion carried 4 - 0.*

**ARC 21-26 Fourth Street Broadway LLC, Applicant**  
**232 Fourth Street**

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

Mr. Steven Spinell and Mr. Steve Francis, authorized agents for Fourth Street Broadway LLC, presented the proposed building facades, landscaping, and lighting for 232 Fourth Street. Mr. Francis stated they were before the Commission in February/March 2021 and then in front of the Plan Commission/Zoning Board of Appeals in April 2021. Mr. Francis stated the landscape comments from Staff have been addressed and is ready to be resubmitted.

Mr. Francis stated additional arborvitae have been added to the end of the drive aisle to screen headlights from the neighboring property. Mr. Francis stated the air conditioning equipment has

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been coordinated between the drawings. Mr. Francis stated the Landscape Plan has been relatively untouched since the previous time the Commission reviewed the materials. Mr. Francis stated the building facades and lighting have been untouched since the preliminary review.

*Commissioner Flader made a motion, seconded by Commissioner Burger, to recommend the Plan Commission/Zoning Board of Appeals approve the application for new building facades, landscaping, and lighting at 232 Fourth Street, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**ARC 21-19 Village of Libertyville, Applicant.**  
**1551 N. Milwaukee Avenue**

**Request is for new fencings.**

Mr. Christopher Sandine, authorized agent for the Village of Libertyville, presented the proposed fencing for 1551 N. Milwaukee Avenue. Mr. Sandine stated the North Fire Station is proposing to install a split rail fence along the northwest property line. Mr. Sandine stated the fence will be a “rustic cedar” color and approximately four (4) feet in height.

*Commissioner Seneczko made a motion, seconded by Commissioner Flader, to recommend the Village Board of Trustees approve the application for new fencing at 1551 N. Milwaukee Avenue, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**COMMUNICATIONS AND DISCUSSION:**

Chairman Robbins noted the Mayor is working towards filling the open position on the Commission.

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

Motion carried 4 - 0.

Meeting adjourned at 7:56 p.m.