

**MINUTES OF THE APPEARANCE REVIEW COMMISSION**  
**July 17, 2023**

The regular meeting of the Appearance Review Commission was called to order by Acting Chair James Hartshorne at 5:01 p.m. at 118 W. Cook Avenue.

Members Present: Chair Sarah Burger, Les Galo, James Hartshorne, and Casey Rooney.

Members Absent: Tom Flader, Michael Haug, and Michael Kollman.

A quorum was established.

Village Staff Present: Christopher Sandine, Senior Planner.

Commissioner Rooney made a motion, seconded by Commissioner Hartshorne, to approve the June 19, 2023, Appearance Review Commission meeting minutes, as written.

Motion carried 4 - 0.

**OLD BUSINESS:**

**ARC 23-26 North Shore Sign Co., Authorized Agent for Kernel Parikh  
232 Church Street**

**Request is for new signage.**

Mr. Jeff Barmueller, North Shore Sign Co., presented the proposed signage at 232 Church Street. Mr. Barmueller stated the scope of work includes refacing the existing non-illuminated freestanding sign. Mr. Barmueller noted the base of the sign will be lowered by approximately eight (8) inches to create better proportions. Commissioner Rooney confirmed there will be landscaping at the base of the sign to comply with the Zoning Code requirements. Commissioner Hartshorne confirmed the new height of the base will be twenty-two (22) inches.

*Commissioner Rooney made a motion, seconded by Commissioner Galo, to recommend the Village Board of Trustees approve the application for new signage at 232 Church Street, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**NEW BUSINESS:**

**ARC 23-33 North Shore Sign Co., Authorized Agent for SUP II Red Top Plaza LLC  
1420 S. Milwaukee Avenue**

**Request is for new signage.**

Mr. Jeff Barmueller, North Shore Sign Co., presented the proposed signage at 1420 S. Milwaukee Avenue. Mr. Barmueller stated the previously submitted information is slightly incorrect. Mr.

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Barmueller stated the previous rendering of the sign is not to scale. Mr. Barmueller provided the Commission with an updated rendering. Mr. Barmueller stated the actual width of the tenant space is forty (40) feet, while the height of the façade is approximately 19'-4". Mr. Barmueller stated the overall width is only 64.3%, while the square footage is also beneath the Zoning Code requirements. Commissioner Hartshorne confirmed the size of the proposed sign will be smaller than what is existing on site. Mr. Barmueller stated the sign will be face-lit and mounted to a raceway that will be painted to match the facade. Mr. Sandine questioned if the beige background on the freestanding sign will be opaque. Mr. Barmueller stated he is unfamiliar with the freestanding sign details, but he will make sure the client understands that having an opaque background will be a requirement.

*Commissioner Hartshorne made a motion, seconded by Commissioner Rooney, to recommend the Village Board of Trustees approve the application for new signage at 1420 S. Milwaukee Avenue, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**ARC 23-34 HOK, Inc., Authorized Agent for BRIT-Libertyville Owner LLC**  
**1910 Innovation Way, Suite 100**

**Request is for new building facades (rooftop mechanical unit screening).**

Mr. Bill Bishop, Valent Bioscience, and Ms. Christine Hart, HOK, Inc., presented the proposed building facades at 1910 Innovation Way, Suite 100. Mr. Sandine explained the applicant was before the Commission last month with a plan to screen the rooftop mechanical units, but after the meeting, the applicant decided to request a variation from the Zoning Code so that the rooftop mechanical unit is not required to be screened. Mr. Bishop stated Valent Bioscience is looking to complete an addition that requires a rooftop mechanical fan, which will be similar to an existing fan on the roof. Mr. Bishop stated the fan will be setback into the building even further than the existing fan. Mr. Bishop stated the fan will look very similar to the existing unit. Commissioner Rooney stated she has no issues with the proposal, as it is difficult to see the existing fan. Commissioner Hartshorne stated it seems appropriate given there is no residential nearby this location and it is within an existing industrial park. Commissioner Hartshorne confirmed the height of the unit will be about twenty (20) feet. Commissioner Rooney agreed with the idea that this improvement is not near residential and is necessary for this type of expansion.

*Commissioner Rooney made a motion, seconded by Commissioner Hartshorne, to recommend the Plan Commission/Zoning Board of Appeals approve the application for new building facades (rooftop mechanical unit screening) at 1910 Innovation Way, Suite 100, in accordance with the plans submitted.*

*Motion carried 4 - 0.*

**COMMUNICATIONS AND DISCUSSION:**

**Review South Milwaukee Avenue Design Guidelines.**

Mr. Sandine stated the Village has been working with The Lakota Group and SB Friedman on the preparation of the South Milwaukee Corridor Implementation Strategy. Mr. Sandine stated the South Milwaukee Corridor Implementation Strategy was pursued to understand potential opportunities that address the Village's key policy objectives and redevelopment goals discussed in the 2030 Comprehensive Plan. Mr. Sandine stated one aspect that arose from the 2030 Comprehensive Plan was redevelopment of the South Milwaukee Corridor. Mr. Sandine stated there are challenges that face the South Milwaukee Corridor that will require coordination among the Village and property owners. Mr. Sandine stated a key step in bridging that gap is to provide developers with a vision for what the Village would like to see in these redevelopments. Mr. Sandine explained that the Village currently utilizes the Appearance Code when evaluating proposals. Mr. Sandine stated the intention is to have these guidelines supplement those already within the Appearance Code and be incorporated into the Municipal Code. Mr. Sandine noted that the addition of the South Milwaukee Avenue Design Guidelines will provide specific guidance to new development or redevelopment of properties within the study area of the South Milwaukee Corridor. Mr. Sandine stated it is Staff's intention to review the materials and gather feedback at this time. Mr. Sandine stated that Staff would like to incorporate changes on the draft guidelines prior to the August meeting, so a recommendation can be provided to the Village Board of Trustees. Mr. Sandine stated the Design Guidelines will be incorporated into Chapter 7, Article III of the Municipal Code, as a subset under the Appearance Code. Mr. Sandine reviewed the South Milwaukee Corridor Design Guidelines with the Appearance Review Commission. Chair Burger stated she would like to see these types of guidelines further south on Milwaukee, even stretching to the shopping centers. Commissioner Rooney stated the 2030 Comprehensive Plan focused on certain parts of South Milwaukee and focused on redevelopment of those areas, one of which was this stretch of the South Milwaukee Avenue Corridor. Commissioner Rooney stated she would like to see this stretch as a more pedestrian friendly area. Mr. Sandine stated the Design Guidelines provide redevelopment standards; however, Milwaukee Avenue is under IDOT jurisdiction, which adds another layer of oversight and approval. Commissioner Galo noted the importance of being able to see into the buildings and having them be inviting spaces, rather than having solid walls that are uninviting to pedestrians or vehicles. Commissioner Galo noted other challenges that have faced these types of developments, specifically having rear entrances off the main roadway in downtown. Mr. Sandine continued to discuss the Design Guidelines with the Commission. Commissioner Rooney stated the Design Guidelines are solid without being too restrictive for a developer. Mr. Sandine requested the Commission continue to review the materials and send over suggested edits before the next meeting.

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

Motion carried 4 - 0.

Meeting adjourned at 6:08 p.m.