

**VILLAGE OF LAKE BLUFF  
ARCHITECTURAL BOARD OF REVIEW  
REGULAR MEETING  
AUGUST 14, 2018**

**APPROVED MINUTES**

**1. Call to Order and Roll Call**

The meeting of the Architectural Board of Review (ABR) of the Village of Lake Bluff was called to order on August 14, 2018 at 7:00 p.m. in the Village Hall Board Room (40 E. Center Avenue) and the following were present.

Present:       Tim Callahan  
                  Neil Dahlmann  
                  Edward Deegan  
                  Matthew Kerouac  
                  Carol Russ  
                  Bob Hunter, Chair

Absent:         Julie Wehmeyer

Also Present:  Mike Croak, Building Codes Supervisor (BCS)

**2. Consideration of the July 10, 2018 ABR Regular Meeting Minutes**

Member Kerouac moved to approve the minutes of the July 10, 2018 ABR meeting as presented. Member Dahlmann seconded the motion. The motion passed on a unanimous voice vote.

**3. A Public Hearing to Review a Site Plan for a Pergola and Patio for the Union Church at 525 East Prospect Avenue**

Chair Hunter introduced the agenda item then administered the oath to the applicant.

Jon Hirsch, of Krugel Cobbles, provided the ABR with a copy of the revised design and stated the previous design was too formal and the revised informal design better represents the Church. The intent is to create some privacy for the Manse and a park like atmosphere for the courtyard. Mr. Hirsch showed pictures then commented on the proposed materials. He said an endicott dark iron paver will be installed in front of the pergola and silver creek slate pavers for the altar area. At the request of the Village, an ADA compliant walk/ramp will be constructed on the right side of the pergola. He said open space was intentionally left behind the altar but the plan is to eventually consider a playground area.

Mr. Hirsch showed a picture of the proposed courtyard layout noting the location of the pergola, columns, stone panel, concrete sidewalk, ADA accessible ramp, benches and privacy screening for the rear parking lot. The plan is to keep the area near Prospect Avenue open to attract people to the space. He showed a picture of the pergola layout and said the plan is to create something open and aspirational then reviewed the proposed design. Mr. Hirsch showed a picture of the proposed accent lighting which will be installed underneath the coping and pointed downward in respect to dark sky regulations. Mr. Hirsch showed samples of the proposed flooring materials for the pathway, altar step riser, walls and pillars. Mr. Hirsch showed a picture of the proposed courtyard landscaping plan and noted the intent is to use low maintenance native plants.

Chair Hunter opened the floor to comments from the commissioners.

In response to a comment from Member Callahan, Mr. Hirsch said the proposed plants are included in the overall drawing which shows the work associated with the Manse. Also, there are no plans for an irrigation system.

Member Callahan inquired of a plant schedule and asked if the lawn areas would be sodded. Mr. Hirsch said he will provide the ABR with the schedule and that the lawn areas will be seeded.

Member Callahan asked if there were any specific preparation for the planting beds. Mr. Hirsch said their landscaper has a schedule which defines the planting beds and lawn preparations. The information has been provided to contractors desiring to bid on the project. Member Callahan said everything else looks fine and makes sense.

Member Dahlmann asked if there will be a fence behind the altar. Mr. Hirsch said if the budget permits, the existing chain linked fence will be replaced with the proposed 4 ft. cedar board fence, which will extend further out from the current location around the backyard of the Manse.

Member Deegan said it looks great and he thinks it will be a nice addition and had no further comments.

Member Kerouac expressed his concern regarding the connections and details on the proposed pergola. The drawings presented are very conceptual and not architectural and he hopes all the details will get worked out. Member Kerouac said everything else looks great. Mr. Hirsch said the pergola is one of the last items to be built and the carpenter will submit more detailed drawings.

Member Russ agreed with the commissioner's positive comments. She said the improvements will not only transform the use of the side yard but also the neighborhood because it is nicely setback from the street. Member Russ said she had a bit of anxiety regarding the materials specifically the 3 x 5 ft. walls. She would prefer to have the materials submitted for review but appreciate the applicant explaining the liturgical reason for the use. Member Russ said the seating area could affect the sight lines. The proposed hardscape and landscape materials are beautiful and she thinks this is a great concept. Mr. Hirsch said he thinks this will greatly improve the area.

Chair Hunter said he thinks this is a very nice public gesture and he hopes there will be no mischief in the evening hours and asked if the lights will be turned off at night. Mr. Hirsch said typically the lights are only lit when the space is in use. Also, the Manse is adjacent to the area and it is his belief the Pastors will notice any mischief in the area.

In response to a comment from Chair Hunter, Mr. Hirsch confirmed the pergola structure would be wood. Chair Hunter said he thinks it is great and a vast improvement to what was there.

Member Dahlmann made a motion to recommend that the Village Board approve the site plan for a pergola and patio as presented. Member Callahan seconded the motion. The motion passed on the following roll call vote:

|         |  |
|---------|--|
| Ayes:   | Russ, Kerouac, Deegan, Dahlmann, Callahan and Chair Hunter |
| Nays:   | None   |
| Absent: | Wehmeyer   |

**4. A Public Hearing to Review New Antennas and Equipment on the Cell Tower at 45 East Center Avenue**

Chair Hunter introduced the agenda item stating Crown Castle, the owner of the cell tower adjacent to the Public Safety Building, submitted an application to mount three new antennas and associated equipment on the Sprint platform. The wires will run inside the tower and the ground equipment is enclosed in the existing equipment room.

Member Russ expressed her concern with the language and nomenclature but concluded she is in favor of better cell phone service.

BCS Croak recommended the approval be conditioned that the equipment be painted to match the existing equipment.

As there were no questions from the Commissioner, Member Russ moved to approve with the condition that the equipment be painted to match the existing equipment. Member Deegan seconded the motion. The motion passed on a unanimous voice vote.

**5. Staff Report – Redline version of ABR recommended amendments to the sign code.**

BCS Croak said Member Dahlmann’s suggestions have been incorporated in the redline version presented this evening. A discussion followed.

Member Russ expressed her agreement with Member Dahlmann’s first, second and third comments. She said the nomenclature regarding awnings, as written in Section 10-10-14, is confusing because it seems like awnings are a sign. She thinks the language should state “awnings and their signage”. Also, awning signs are only permitted on multi-tenant building should state “awnings and their signage are only permitted if the property owner has obtained approval from the ABR of the color palette.” This section of the code needs to be clarified because it is the only portion which addresses awnings. Member Russ said she agrees with the comment that the limitation to one and a half inches in height should be eliminated. It should say they can have 15% per window and the applicant can decide on the graphics. The comment about earthen mounds, she thinks it should state “the existing grade.”

Member Russ shifted the discussion to dark sky requirements. She provided the ABR with a handout and said the highlighted portions should be reviewed and incorporated in signage illumination.

The ABR took a brief moment to review the highlighted portion of the handout.

Member Russ said signage illumination should state “that the purpose of signage illumination is that it should only be on when needed. It should only light the area that needs it and no brighter than necessary, minimize blue light emissions and be fully shielded.” A discussion followed.

Member Russ proposed that the dark sky provisions be included in the ordinance as part of sign illumination before it goes to the Village Attorney. Member Russ made a motion to approve the sign code amendments. To include the following in Section 10-10-8 – Illumination of Signs; 1) to minimize light pollution, sign lighting shall only be illuminated as needed, only light the area needed, it shall be no brighter than necessary, 2) minimize blue light emissions, and 3) it shall be fully shielded. Member Dahlmann seconded the motion. The motion passed on a unanimous voice vote.

**6. Adjournment**

There being no further business to consider and upon a motion duly made by member Dahlmann and seconded by member Deegan, the meeting adjourned at 7:48 PM.

Respectfully submitted,

Mike Croak, CBO, CBCO  
Building Codes Supervisor