

**VILLAGE OF LAKE BLUFF  
ARCHITECTURAL BOARD OF REVIEW  
REGULAR MEETING  
OCTOBER 6, 2020**

**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 October 6, 2020 at 7:00 p.m. in the Village Hall Board Room (40 E. Center Avenue) and the following were present.

Present: Neil Dahlmann  
Edward Deegan  
Sheree Dittmer  
Matthew Kerouac  
Bob Hunter, Chair

Absent: Tim Callahan  
Julie Wehmeyer

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

**2. Consideration of the September 1, 2020 ABR Meeting Minutes**

Member Dahlmann made a motion, to approve the minutes of the September 1, 2020 ABR meeting as amended. Member Kerouac seconded the motion. The motion passed on the following roll call vote:

Ayes: Deegan, Dittmer, Dahlmann, Kerouac and Chair Hunter  
Nays:  
Absent: Callahan and Wehmeyer

**3. Non-Agenda Items and Visitors (Public Comment Time)**

Chair Hunter asked if anyone would like to address the ABR on any matter not on the agenda. There were no requests to address the ABR.

**4. A Public Hearing to Review Alterations to the Site Plan for Jaguar at 43 Sherwood Terrace**

Chair Hunter introduced the agenda item, administered the oath to those participating in the public hearing then introduced the queued speaker.

Jordan Aaron, Dealer Principal and Robert Flubacker, Architect introduced themselves.

Mr. Flubacker said at the previous public hearing the ABR recommended approval of the site plan with the following conditions:

- Install the strip windows on the west side elevation with a sun shade over the windows;
- Maintain the exterior lighting at a color temperature of 4,000 degrees Kelvin;
- Combine the entry and welcome sign with the directional sign at the entrance from Route 41; and
- Revise the garbage enclosure to horizontal cedar painted or stained to match the building.

He said since then the following actions have been taken: additional windows will be installed on the west elevation; however, they received a pushback from Jaguar regarding sun screens; the lighting will be

maintained at 4,000K; the window and directional signs will be combined; and the cladding around the trash enclosure was revised to a horizontal metal panel to match the building. Mr. Flubacker said the Illinois Department of Transportation (IDOT) rejected their request for a curb cut off Route 41; however, they are working in conjunction with the Village to try and persuade IDOT to approve the curb cut. He said also included in the packet are the following exhibits: (i) A site plan without the curb cut, and said their requesting the ABR consider approving both variations (with or without the curb cut) so that could be dealt with administratively in the future; and (ii) An alternate trash enclosure design and said the plan is to place the used tires in the rear and dumpster in the front.

Chair Hunter opened the floor for comments from the commissioners.

In response to a question from Member Dahlmann, Mr. Flubacker said there is no curb cut at this particular property and noted the goal was to extend the adjacent Chevy Exchange deceleration lane but IDOT did not approve the request.

Member Dahlmann said he likes the proposed plan for the trash enclosure and windows on the west elevation and maybe in the future Jaguar will allow the sun screens.

In response to a comment from Member Dittmer, Mr. Flubacker said he thinks the west windows will be tinted or have some sort of reflected glass.

Members Kerouac and Deegan agreed that the proposed plans make sense and neither had issues with approving both versions of the site plan subject to IDOT approval.

Chair Hunter said the revisions addresses the approval conditions and he likes the additional work around the trash area. He suggested the motion include the ABR support of a curb cut on Route 41.

Member Kerouac made a motion to recommend the Village Board approve the site plans as submitted with additional approval for a curb cut as recommended by IDOT and Jaguar. Member Deegan seconded the motion. The motion passed on the following roll call vote:

Ayes: Kerouac, Dahlmann, Dittmer, Deegan and Chair Hunter  
Nays:  
Absent: Callahan and Wehmeyer

##### **5. A Discussion of Replacement Lights at Village Hall, 40 East Center Avenue**

Chair Hunter introduced the agenda item and requested an updated from Staff.

BCS Croak said there are four lights on the front of Village Hall under the glass canopy that shine up through the glass illumination the front of Village Hal. They are old halogen fixtures that require frequent bulb replacement and are not energy efficient. The Village is proposing to replace them with four LED lights made by RAB Lighting. The proposed floodlights are small black cylindrical lights that emit 511 lumens at 3000K, to provide a subtle, warm glow and will be mounted to shine upward on a round cover plate.

BCS Croak showed a photo of the existing entrance lighting and exterior lighting above the conference room doors. Member Dahlmann commented that the majority of the lights are burned out and to him it makes no sense to replace any of the entrance lights. Following a comment from Member Dahlmann, BCS

Croak said the replacement bulbs for the conference room exterior lights will be 3000K and installed when the new ones are received.

Member Kerouac commented on the current entrance light configuration and recommended testing one light before committing to replacing all the lights. BCS Croak said the standard lens is kind of a diffuser. Although there is an option for spot or narrow lens and he hopes the standard lens will provide a reasonably wide flood light. A discussion followed.

Member Kerouac said he likes the entrance lights which illuminated the canopy. He said maybe the goal is to find fixtures more align with the existing lights and agreed that the conference room lighting should be consistent.

Member Dittmer agreed that a different light fixture should be considered.

In response to a comment from Chair Hunter, BCS Croak said he has been talked with Northern Electric and Idlewood for fixtures and one of the challenge is to find one that does not put out too much light. A discussion followed.

#### **6. A Public Hearing to Consider Building Code Updates to Chapter 1 of Title 9**

Chair Hunter introduced the agenda item and requested an update from Staff.

BCS Croak said previously the ABR discussed draft amendments to Chapter 1 of the Building Code, “Administration and Enforcement.” As we discussed last week, the main purpose of the changes is to improve organization, particularly of the list of requirements for demolitions and new construction. This list is organized into three lists: 1. Items that are required on the plans, 2. Items that are required from the contractor before the permit is issued, and 3. Items the contractor needs to comply with during construction. The definition of demolition is different from last month’s draft. It is now the removal of 50% of the exterior walls of a principal structure. This is consistent with the definition in the Historic Preservation Chapter of the Code. Other changes resulting from Historic Preservation Commission recommended changes to the Historic Preservation Chapter of the Code are now included as well.

In response to a comment from Member Dittmer, BCS Croak said he thinks disposition of hazardous construction materials is regulated by the State and Illinois Environmental Protection Agency. A discussion followed.

Members Kerouac, Deegan and Dahlmann had no comments.

In response to questions from Chair Hunter, BCS Croak responded to the proposed revisions:

- 9-1-4(c) – Changes In Use – He said if you change the use you have to meet the building code requirements for the new use (example: changing a retail space to a restaurant);
- 9-1-18 – Demolitions – He said a building permit would be required for an entire demolition of the interior space;
- 9-1-24 (b) – Appeals from This Title – He said the provision did not change the applicant still has to come to the ABR with the appeals.

Chair Hunter said he thinks 9.1.24(3) – Parties Entitled to Seek Interpretations – is a great addition to the code.

In response to a comment from Member Kerouac regarding roof demolition, BCS Croak said the current demolition proposal is based on 50% of the exterior walls and does not include roof calculations.

Member Deegan made a motion to recommend the Village Board approve the changes as presented. Member Dittmer seconded the motion. The motion passed on the following roll call vote:

Ayes: Dahlmann, Dittmer, Deegan, Kerouac and Chair Hunter  
Nays:  
Absent: Callahan and Wehmeyer

Following a comment from Chair Hunter, BCS Croak commented on the pending regulations revisions which the Village will consider in the future and the status of the RBC recommendations.

**7. Staff Report: Consideration of November Meeting Date**

BCS Croak said the regular November 3 meeting is scheduled on Election Day and asked if the committee would prefer to change the date to avoid any conflict with anyone desiring to vote on that day.

Following a brief discussion, Member Kerouac made a motion to reschedule the November 3 meeting to November 10 [This date was later changed to 11/4 due to a scheduling conflict] at 7:00 p.m. Member Deegan seconded the motion. The motion passed on the following roll call vote:

Ayes: Dahlmann, Dittmer, Deegan, Kerouac and Chair Hunter  
Nays:  
Absent: Callahan and Wehmeyer

In response to comments from Chair Hunter, BCS Croak reported on potential ABR applications and said a medical office will move into the former Lake House space in unincorporated Lake Bluff. A discussion followed.

**8. Adjournment**

As there were no further business to consider, a motion was duly made and passed to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Mike Croak, CBO, CBCO  
Building Codes Supervisor