

**VILLAGE OF LAKE BLUFF
ARCHITECTURAL BOARD OF REVIEW
SPECIAL MEETING
APRIL 6, 2021**

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 April 6, 2021 at 6:00 p.m. via Zoom and in the Village Hall Board Room (40 E. Center Avenue) the following individuals were present.

Present: Neil Dahlmann
Matthew Kerouac
Sheree Dittmer
Julie Wehmeyer
Bob Hunter, Chair

Absent: Tim Callahan
Edward Deegan

Also Present: Glen Cole, Assistant to the Village Administrator (ATVA)
Drew Irvin, Village Administrator (VA)
Mike Croak, Building Codes Supervisor (BCS)

2. Consideration of the March 2, 2021 ABR Meeting Minutes

Member Kerouac made a motion to approve the minutes of the March 2, 2021 ABR meeting as submitted. Member Wehmeyer seconded the motion. The motion passed on the following roll call vote:

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

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. Discussion Regarding Accessory Dwelling Units

BCS Mike Croak introduced the agenda item then introduced ATVA Glen Cole to begin the presentation.

ATVA Cole said the Joint Plan Commission and Zoning Board of Appeals was reviewing the concept of accessory dwelling units (ADU) as a component of its alternative housing strategy. The PCZBA has created a set of draft regulations that allow many different forms of ADUs to be created, but only within the framework of the Village's existing single-family bulk regulations. The draft regulations are expected to allow only limited opportunities to build ADUs outside of new construction and the Village's estate residential districts. As the PCZBA concluded its deliberations, it is requesting the ABR share its expertise regarding the draft regulations particularly the height exception. ATVA Cole said as part of the PCZBA's review, consultant Valerie Berstene prepared a series of three case studies which focused on the following items (i) will the height exception lead to good design about detached ADU in rear yards (ii) setbacks and (iii) ADU height in relation to the principal structure.

Following an introduction from ATVA Cole, Ms. Berstene shared her experience and background information with the committee. She said her task was to determine if a detached freestanding ADU could be achieved on an existing lot without negatively impacting the neighbors or environment. She showed a slide illustrating the different shapes, styles and forms which ADUs could be articulated. Ms. Berstene reviewed the methodology associated with the three prototypes as well as the analysis and limitations associated with lot coverage, gross floor area, ADU size and site setbacks for Zoning District E1-E2. Ms. Berstene said it is important to keep in mind that there are a lot of existing properties in these districts with steep topography or existing heritage trees on the site which could actually limit the lot coverage, bulk and mass.

ATVA Cole said the PCZBA commented that ADU smaller than 1,000 square feet would have more permissive setbacks and can be placed even closer to the property line.

Ms. Berstene continued the presentations reviewing the analysis/limitations associated with the Zoning District R2-R3 and Zoning District R4 as well as the exclusions regarding daylight plane, setbacks, etc. in the draft regulations. ATVA Cole noted the daylight plane laterally on the lot dictates the location as opposed to the rear setback in the R4 District.

In response to a question from Chair Hunter, Ms. Berstene said daylight plane would not be applied between the principal and accessory structures. A discussion followed.

In response to a question from Member Kerouac, ATVA Cole commented on the surrounding communities that have adopted various ADU permissive regulations or regulations designed to control existing ADUs.

Member Kerouac commented on why ADUs would be difficult in his neighborhood and noted it is important to distinguish how alley-based community applied ADUs and how ADUs are applied to abutting backyards.

Member Dahlmann commented on why he thinks the documents provided would complicate the matter as he is not sure why the existing lot coverage could not govern the situation. He inquired of the rationale for the condition in the rental control regulations regarding sub-renting ADU and asked what if a property owner decides to demolish the main principal house and dwell in the ADU because it is his understanding both structures would have to be demolished. Lastly, Member Dahlmann inquired of the restrictions regarding tiny houses on wheels located in the rear of existing homes.

ATVA Cole commented on the PCZBA's philosophy in drafting the regulations. He said it is difficult to balance what is on the market today and keep that single-family character. The rules are that if an owner lives there they can rent out the ADU, if the owner lives in the ADU they can rent out the principal house, related people could live in both but we are trying not to be in a situation where two completely separate parties have no contractual or familiar relationship with each other, or one landlord contracts separately with two parties to be in the two different units. ATVA Cole said he has to review regulations regarding tiny houses but he believes the zoning and building code requirements would apply. He commented on principal and accessory use and noted the goal is not to make people tear down good housing structures.

In response to a question from Member Kerouac, ATVA Cole said there are no special parking regulations associated with ADUs but acceptable parking situations must be arranged as over night on-street parking is not allowed.

Chair Hunter said the 10-foot rear setback and 1,500 square foot maximum seems a little excessive. He expressed his concern regarding roof height and style and said more options should be considered.

In response to a question from Member Wehmeyer, ATVA Cole said currently the direction given to the PCZBA in the draft regulations is the ADU can be built as-of-right if all the requirements are met.

In response to a question from Member Kerouac, ATVA Cole expressed his understanding that pursuant to Village Code and utility requirements an ADU would have a separate address for emergency purposes such as 9-1-1 dispatch but he would have to future review the matter. A discussion followed.

In response to a question from Member Wehmeyer, ATVA Cole said the PCZBA approved a variation to allow two ADUs on a large Shore Acres lot but the draft regulations would allow one detached or attached ADU on a lot either over the garage or lower level of the principal structure.

In response to a comment from Member Wehmeyer regarding worse case scenario, Mr. Berstene said she focused on playing within the rules and commented on daylight plane, windows and doors.

BCS Croak introduced the queued caller.

Mickey Collins expressed her understanding that all of the options shown can be built pursuant to the current bulk regulations with the exception of the coach house. In response to a comment from Ms. Collins, Ms. Berstene expressed her understanding that regulations do not allow rebuilt on 60% and reserve on 40% of the lot but 40% of the principal structure. A discussion followed.

Ms. Berstene said in terms of the existing massing of the neighborhoods lots particularly in R2 and R3 most of them have sheds or garages in the rear that are similar in size to what she was mapping for the ADU so she thinks limiting that to the one story it does not address necessarily the concerns about the difference of an alley loaded type of community, but it would keep it on par with the other already allowed size of development there.

George Russell said it would be valuable prior to adopting any regulations to develop some worse case scenarios because there some awfully aggressive rear yard structures and provided examples. The examples provided in the presentation does not illustrate worst case scenarios which are needed because developers could build obtrusive combination units in rear yards.

Ms. Berstene thanked the ABR and departed the meeting.

5. Discussion Regarding Possible CBD Streetscape Improvements/Alterations

BCS Croak introduced the agenda item, commented on the letters from resident (Kathryn Briand and Mark Stolzenburg), then introduced Jodi Mariano from Teska Associations, Inc. to begin the presentation.

Jodi Mariano commented on how the context of the conceptual plans were derived and noted future possibilities were also included. She said the Lake Bluff is a compact area surrounded by neighborhood, walkability, wonderful events, access to green spaces, and the plan is to ensure downtown retains its character and charm. Ms. Mariano thanked the ABR for participating in the word exercise and shared feedback in response to the following questions: (i) downtown Lake Bluff is special because, (ii) the best features of the East Scranton Avenue streetscape are and (iii) if I could change one thing about the East Scranton Avenue streetscape, it would be.

Ms. Mariano shared some of the comments received, such as less is more and streetscape need space to breathe, flow, ability for storefronts and restaurants to expand and allow café dining, sidewalk displays as these are some attributes need to bring life and vitality to the streetscape. Ms. Mariano showed a slide of the Scranton Avenue streetscape context and functions. She said it is important to note there is an active commercial frontage on the shady side of the street which makes it a very different kind of environment. Ms. Mariano said the concept identified the location of food/beverage establishments, visitors' entry to downtown as the intersection of Walnut Avenue, Scranton Avenue and Center Avenue and residents enter from the east side of Scranton Avenue and she commented on why Scranton Alley is considered a gem.

Ms. Mariano showed slides and commented on the streetscape existing condition, context, issues and opportunities. She said there was a comment received regarding how lovely and quaint the existing light poles are and suggested how to improve the banner program possibly mounting them to a different type of pole. She showed imagery of streetscape precedent beginning with festoon lighting, mounting options and commented on various community examples. She showed imagery and examples of public seating areas, fountains, fireplaces, mid-block crossings, native plantings, sign kiosks, lighting at Village Green, and furnishings and amenities. Ms. Mariano continued showing a drawing that illustrates the existing conditions on Scranton Avenue.

Ms. Mariano reviewed Concept #1 which consists of the existing two-way traffic system and proposed improvements that include the festoon poles with the integrated banner arm system for mounting banners. Ms. Mariano reviewed Concept #2 which consist of the one-way traffic system on East Scranton Avenue and she commented on the existing parking configuration (35 parking spaces), Concept #1 proposed parking (32 parking spaces) and Concept #2 proposed parking (40 parking spaces) as well as the proposed improvements. In conclusion, Ms. Mariano said she is seeking input on (i) parking scenario either one-way or two-way, (ii) festoon lighting location (iii) repeat the same improvements for both the Southeast and Southwest corners of East Scranton Avenue and (iv) mid-block pedestrian crosswalk.

Chair Hunter opened the floor for comments from the commissioners.

Member Wehmeyer thanked Ms. Mariano for the presentation. She said she like the proposed seating on the southeast corner which could be functional year-round, bump-out but she is not a fan of festoon lighting. She said the north side of the street is under appreciated and she would like to see more outdoor seating on the north side although there are no restaurants currently on that side of the street. Member Wehmeyer commented that adding festoon lighting to the south side of the street makes it more wonderful, beautiful and inviting but does nothing for the north side of the street. She expressed her concern regarding the different planters in Concept #2.

Member Kerouac also thanked Ms. Mariano for the presentation. He said he likes Concept #1 because it addresses the concern without losing the character/charm of the Village. The festoon lighting, if done sparingly, could be wonderful but he does not think it is appropriate over East Scranton Avenue because it is not a full celebration street but the lighting highlighting certain crosswalks and Village Green/gazebo would have a lovely effect in the Village. Member Kerouac said it would be more beneficial to add more outdoor seating in the middle section of the south side of Scranton Avenue as opposed to the southwest corner making better use of the spillover space.

Member Dahlmann commented on why outdoor seating should be extended on the southwest corner and said he would love to see that corner built up. He said he like the idea of mounting the banner to the festoon lighting poles; however, festoon lighting would be great to emphasize a temporary function or

event but he would not prefer it year-round particularly during the winter months when fewer people are walking downtown. Member Dahlmann said for consistency bump-outs should be installed at the southeast corner and mid-block on East Scranton Avenue.

Chair Hunter commented on the existing and proposed bump-outs and recommended replacing the existing bump-out on the southwest corner with a straight one and installing one on the southeast corner and mid-block of East Scranton Avenue. In response to a question from Chair Hunter regarding materials, Ms. Mariano commented on the existing materials and suggested maintaining the brick ribbon installed on a concrete base to level out the sidewalk.

In response to a comment from Chair Hunter, Ms. Marian shared information regarding the ongoing construction improvements in downtown Wilmette specifically the specific jointing sidewalk pattern and she believe that well finished and well jointed finished concrete can really be beautiful and durable.

Chair Hunter said the dancer sculpture located on the southeast corner needs to be relocated somewhere within the Village. Chair Hunter said he like the festoon lighting but less is better, commented on the existing street lights/banners and noted he likes the mid-block bump out concept but the existing brick pavement should be extended to the proposed crosswalk up to the curb line.

Chair Hunter opened the floor for comments from the public and BCS Croak introduced the queued callers.

Lake Bluff Library Director Eric Bailey asked how the concepts would tie in the existing landscaping on Block Three and in front of the library and if the library needs to make any improvements if the concept was adopted. Ms. Mariano said the library's landscaping should be designed to accommodate small events or casual readers; however, some of the proposed improvements could be transferrable to that area. A discussion followed.

Rob Douglass of Lake Effect Holdings, LLC which owns two buildings on Block One said is somewhat intrigued by the discussion regarding Blocks Two and Four but he thinks a master plan, that involve an all-inclusive approved to the proposed improvements, is needed for the entire CBD not just certain segments. Mr. Douglass said he recognize the opportunities to change the curves along Scranton Avenue between Blocks Two and Four, that sort of structural component is critical for that area, but all the other proposed amenities (lighting, streetscape furniture, etc.) needs an all-inclusive uniformed approach for downtown. Mr. Douglass commented as to how the build out of Block One and renovation of the Village Market building were integral elements in the CBD and noted that the primary entry point for people coming downtown should be further west near the Metra train station as this is the terminus of Scranton Avenue. Mr. Douglas said he would like to see more master planning and inclusive thinking because he does not want the Village to fall into the patchwork quilt type of design. He said there needs to be a unified master plan for the entire CBD which was not reflected in the presentation and noted that Blocks Two and Four should not be the only areas considered as framework for the downtown streetscape concepts. Ms. Mariano said the focus was on Scranton Avenue because the roadway has to be reconstructed but Blocks One and Three will certainly appear in whichever concept is considered.

In response to a comment from Chair Hunter, Mr. Douglass asked the ABR to take one step back and ensure all elements of the CBD are included not just one segment.

Village Administrator Drew Irvin commented on the previously approved CBD streetscape concept plan and said the proposed plan focus on the narrow block because of the opportunity associated with the imminent construction plans; however, the next plan will be more inclusive.

Michael Dorneker of Lake Bluff Craft Brewing Company expressed his concern regarding timing associated with the proposed improvements and he opinion that businesses are still recovering from the pandemic and making such drastic changes to one side of downtown would not be beneficial for Block One because new customers would see this beautiful landscaping/lighting and have to chose which direction to visit.

Susan McMurray of Flotstone Flotation Therapy commented on behalf of Prairie Espresso regarding the outdoor seating arrange shown in Concept #1, noting that the Prairie Espresso is relocating to the former bike shop and may need additional tables in front. Ms. Mariano said the proposed concept can be designed to support all outdoor seating.

In response to a comment from Ms. McMurray, Library Director Bailey commented as to why it would not be beneficial for the library to relocated to the vacant PNC Bank building.

Ms. Mariano responded to Concept #1 comments regarding infrastructure and seasonality of the streetscape.

As there were no further comments, Chair Hunter began the discussion regarding Concept #2 (the one-way street) and noted negative feedback has been received regarding the proposal. A discussion followed and it was the consensus of the ABR that Concept #2 was not appropriate for downtown.

In response to questions from Ms. McMurray, VA Irvin said there is plenty of parking available at the Metra station lot just not convenient located downtown and commented on parking available associated with either concept presented. Ms. McMurray agreed that a master plan should be done for the entire CBD.

Ms. Mariano comment on how to address on-street parking from an economic development perspective and noted that a more pleasant walkway from the Metra train station to downtown would attract more people to the area. She said the concept plans are vehicle travel as well as keeping the area desirable for bikers and walkers. A discussion followed.

In response to a question from Mr. Dorneker, Ms. Mariano said streetscape design standards allows 6 foot of passable area for outdoor seating. A discussion followed.

Member Dittmer comment on the letter submitted by Mark Stolzenburg, and VA Irvin reviewed the 2016 amendment to the 1997 Comprehensive Land Use Plan of the Village which states “Block Three should be treated as a residential transition between the CBD to the west and scaled to the surrounding neighborhoods.” The ultimate vision for the property is to be a residential transition and the best use of this property is not foreseen as parking.

In response to a comment from Ms. McMurray, VA Irvin commented on the unsuccessful discussion with Block Three property owners regarding the possibility of renting the existing parking lot.

Chair Hunter said the ABR does not want to pursue Concept #2 and he summarized the ABR recommendations regarding Concept #1:

- Pedestrian improvements and trees over more parking;
- East Scranton Avenue remain two-way traffic;
- Use concrete material for the sidewalks with the exception of adding brick pavers to denote street crossing;
- maintain the existing tree wells and add hardscape adjacent to the trees;
- install white only white festoon lighting over the sidewalk;
- attach banners to the integrated arm on the festoon poles;
- Adding a mid-block crossing, replace the bump out on the southwest corner;
- Curved brick seat walls with stone caps instead of wooden benches;
- Installed easy to use functional bike racks painted black;
- Continue planter pots for both beautification and physical pedestrian barriers; and
- Reviewed the CBD streetscape plan to ensure consistency through the CBD/downtown.

6. Discussion Regarding Possible Murals Downtown

BCS Croak said the Lake Bluff 125 Committee is considering installing temporary murals in downtown during the summer and fall month of this year to celebrate the Village's Quasiquicentennial then introduced Mrs. Pam Russell to give the presentation.

Mrs. Russell, a member of the LB125 Committee, reviewed the concept for the public art projects for a (i) mounted/freestanding historic figure cut out at the Library, (ii) graphic Lake Bluff street wall signage on the east wall of Be Market and (iii) a painted mural on the Walnut Avenue storage facility.

In response to question from the ABR, Mrs. Russell said screws will be used to mount the mural to the walls. The committee envision the timeframe for the murals will be at least until September. At that time the committee can either repaint the storage facility white or let the mural fade over time.

Trustee Dahlmann said he like the concept but the murals should be temporary so as not to reflect a negative stigma on the Village.

In response to a comment from Member Dittmer, Mrs. Russell said the mural or artwork may be identified with a sticker or Q-code linked to additional information but the details have not been finalized.

Member Kerouac commented on an anniversary mural in South Carolina, and said the committee should go bold with the library mural if the intends is to have people take selfies. A discussion followed.

Member Wehmeyer said it is a great idea and she would love to see alternative locations that would be safe enough to take pictures.

A brief discussion regarding other possible improvements such as temporary painting of the gazebo and repurposing of the old bridge metal structure followed.

7. A Public Hearing to Review Alterations to the Site Plan for the Lake Bluff Library Parking Lot

BCS Croak said the Lake Bluff Library would like to remove the landscape island in the row of the parking spaces along the south property line. This would allow for more parking, improved ability to plow the back row, and eliminate over-mature landscaping that is growing into the power lines. BCS commented on his response to the letters received regarding enforcement of the construction hours of operation and location of the peninsula.

Chairman Hunter administer the oath to Library Director Bailey and opened the public hearing.

In response to a question from Member Dahlmann, Director Bailey confirmed that the bollard light in the island would be removed.

Member Dittmer noted that the area would not lose anything significant visually.

Member Dahlmann made a motion, seconded by Member Dittmer, to recommend approval of the site plan. The motion passed on the following roll call vote:

Ayes: Dahlmann, Dittmer, Kerouac, Wehmeyer, and Chair Hunter

Nays:

Absent: Deegan and Callahan

8. Adjournment

As there were no further business to consider, a motion was duly made and passed to adjourn the meeting at 8:58 PM.

Respectfully submitted,

Mike Croak, CBO, CBCO
Building Codes Supervisor