

**VILLAGE OF LAKE BLUFF  
JOINT WORKSHOP OF THE  
PLAN COMMISSION & ZONING BOARD OF APPEALS AND  
ARCHITECTURAL BOARD OF REVIEW  
MEETING**

**Wednesday, December 16, 2015  
Village Hall Board Room  
40 East Center Avenue  
7:00 P.M.**

**SPECIAL MEETING NOTICE AND A G E N D A**

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- 1. Call to Order and Roll Call**
- 2. Non-Agenda Items and Visitors (Public Comment Time)**  
The Architectural Board of Review Chair and Board Members allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Board on any matter not listed on the agenda. Each person addressing the Architectural Board of Review is asked to limit their comments to a maximum of three (3) minutes.
- 3. Consideration of a Change to a Sign for Bernie's Books at 917 North Shore Drive**
- 4. A Joint Workshop with the Plan Commission and Zoning Board of Appeals and the Architectural Board of Review to Receive a Presentation and Finalize the Draft Architectural and Streetscape Design Guidelines for Central Business District Block Two and Block Three as Part of the Downtown Subarea Visioning Project**
- 5. Staff Report**
  - Next Regular ABR Meeting Scheduled for January 5, 2016
- 6. Staff Report**
- 7. Adjournment**

*The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin, Village Administrator, at (847) 234-0774 or TDD number (847) 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.*

# VILLAGE OF LAKE BLUFF

## Memorandum

**TO:** Chairman Hunter and Members of the Architectural Board of Review

**FROM:** Mike Croak, Building Codes Supervisor

**DATE:** December 11, 2015

**SUBJECT:** **Agenda Item #3 – Consideration of a Change to a Sign for Bernie’s Books at 917 North Shore Drive**

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The Architectural Board of Review previously reviewed changes to 917 North Shore Drive for Bernie’s Book Bank on June 2 and November 3, 2015. The petitioner is requesting approval of a smaller wall sign than what was previously approved. The sign that was presented to the ABR on November 3 was 42” wide by 72” tall. The new proposal is for the sign to be 22” wide by 37” tall.

The ground sign will remain as previously approved (it has been installed).

The following is a chart summarizing the measurements of the proposed wall sign:

<b>Sign Code (L-1 District)</b>	<b>Proposed Signage</b>
1.) Two signs are permitted on a corner lot	Complies—one wall sign and one ground sign proposed
3) Allowable area for wall sign is 60 square feet	Complies – the proposed wall sign is 5.6 square feet

The ABR has the authority to:

- Approve the proposed sign as presented or with conditions;
- Deny the proposed sign

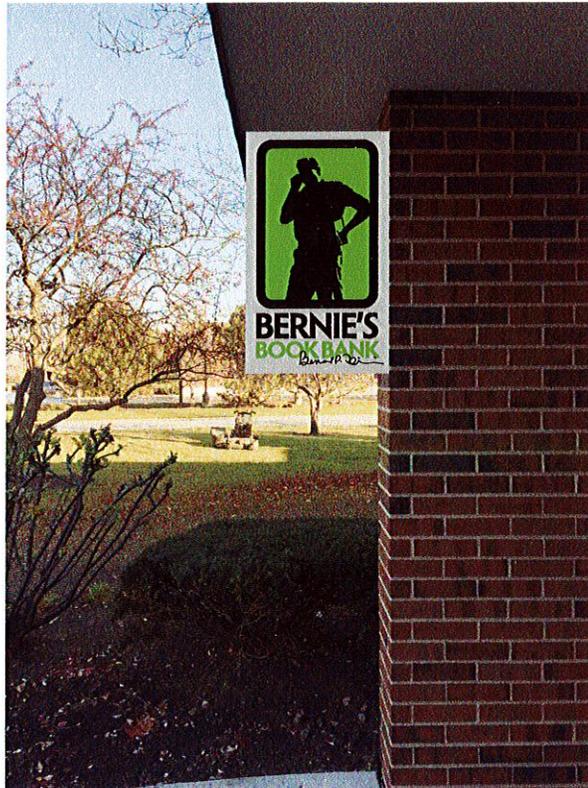
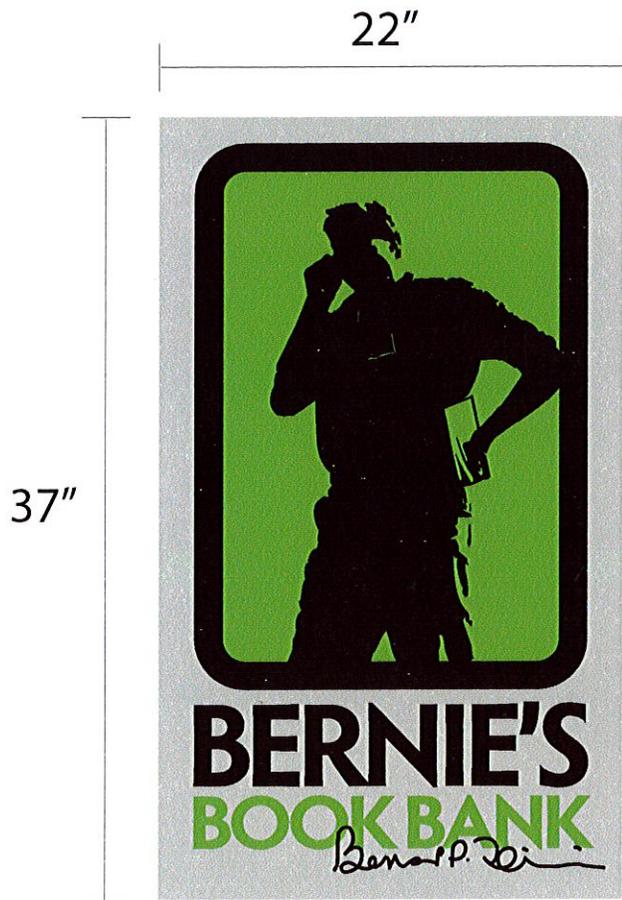
. If you should have any questions regarding this matter, please feel free to contact me at 847-283-6885.

### Attachments:

Previously Approved Version  
Drawing of Latest Sign Proposal by FastSigns

Version Approved on November 3





## Specifications

Client:

Bernie's Book Bank

Date:

11-11-15

Project:

Flag Mounted Sign on Brick Wall at  
Main Entrance to Bernie's Book Bank  
917 North Shore Drive  
Lake Bluff, Illinois

Substrate:

080 Extruded aluminum cabinet  
w/ horizontal grain brushed  
aluminum faces

Color Schedule:

Logo:

Green: Pantone 375 U  
Black

Copy:

Bernie's Book Bank logo

Mounting:

Direct Mounted into Brick Column

**FASTSIGNS.**  
GURNEE

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## **VILLAGE OF LAKE BLUFF**

### **Memorandum**

**TO:** Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals  
Chair Hunter and Members of the Architectural Board of Review

**FROM:** Brandon Stanick, Assistant to the Village Administrator  
Mike Croak, Building Codes Supervisor

**DATE:** December 11, 2015

**SUBJECT:** Downtown Design Guidelines Presentation

### **Summary and Background Information**

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Earlier this year the Committee-of-the-Whole (COW) met with Staff to discuss the potential redevelopment of the Central Business District (CBD), more specifically, Block Two (bounded by Scranton/Oak/North/Walnut) and Block Three (bounded by Scranton/Oak/Evanston). To best prepare for potential downtown redevelopment, the Village engaged Teska Associates, Inc., a land use planning firm, to perform a visual preference survey of both CBD Blocks Two and Three, and using input from the community, prepare Design Guidelines. The Design Guidelines are derived from the community outreach activities and best design and planning practices. They are intended to promote the vitality and economic health of Lake Bluff's downtown by providing design direction on the type, character and quality of the built environment that unify Blocks Two and Three with the surrounding CBD areas. Additionally, the purposes of the Design Guidelines are to:

- Implement the general policies and recommendations of the 1998 CBD Planning Study by providing more detailed guidelines and specifications governing building architecture and improvements to public streetscapes within Blocks Two and Three; and
- Establish a set of standards and identify elements of building streetscape design that the Village should encourage in the downtown.

### **Public Engagement Process**

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In the spring the Village commenced with a public engagement process and sought feedback from a variety of community stakeholders, including elected and appointed officials and CBD neighbors. A website was created for the Downtown Visioning Project that shared information with the community, and from April 24<sup>th</sup> to May 31<sup>st</sup>, 2015, invited the community to upload photographs of their favorite destinations for use in the Visual Preference Survey. The photographs were then used in the online survey (available from June 17 to July 31) and at the Open House held on June 24<sup>th</sup>. At its meeting on October 26<sup>th</sup> the Village Board accepted the draft Downtown Subarea Visioning Report (Report) and referred it to the PCZBA and ABR for finalization.

### **Recommendation**

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It is important to know that no zoning petition has been submitted for the redevelopment of either Block Two or Block Three; however, the Village anticipates a petition may be imminent. As this is the case it is recommended the PCZBA and ABR review the Report and Design Guidelines and forward a recommendation to the Village Board to finalize the Report.

**Attachment**

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Lake Bluff Downtown Subarea Visioning Report available at: <http://www.lakebluff.org/village-news/11-village-news/733-downtown-visioning-open-house-6-24-15-7-00-to-9-00-p-m>

Please feel free to contact Brandon Stanick (847-283-6889), or Mike Croak (847-283-6885), should you have any questions regarding this matter or would like a physical copy of the Report.