

**VILLAGE OF LAKE BLUFF
ARCHITECTURAL BOARD OF REVIEW
REGULAR MEETING
AUGUST 1, 2017**

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 1, 2017 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
Matthew Kerouac
Carol Russ
Bob Hunter, Chair

Absent: John Sorenson
Julie Wehmeyer

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

Chair Hunter announced that Member Sorenson has resigned from the ABR and thanked him for his service.

2. Consideration of the July 11, 2017 ABR Regular Meeting Minutes

Member Russ moved to approve the minutes of the July 11, 2017 ABR meeting as presented. Member Kerouac seconded the motion. The motion passed on a unanimous voice vote.

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

Chair Hunter stated the ABR Chair and Board Members allocate fifteen minutes during this item for those individuals who would like the opportunity to address the Board on any matter not listed on the agenda.

There were no requests to address the ABR.

4. A Public Hearing to Review Additional Equipment to be Added to the Cell Tower at 45 E. Center Avenue

BCS Croak said this item was withdrawn because the equipment was approved at a previous ABR meeting.

5. Consideration of a Sign Permit for ADM at 927 North Shore Drive.

Chair Hunter introduced the agenda item and asked for comments from the commissioners.

Member Russ said the proposed sign meets all the requirements, it has the business logo, name, address and will be placed front center on the lot, and it looks good to her.

In response to a question from Member Dahlmann, Chair Hunter said the sign will be parallel to the street.

As there were no further comments, Member Kerouac moved to approve the sign permit for ADM as submitted. Member Russ seconded the motion. The motion passed on the following roll call vote:

Ayes: Russ, Deegan, Dahlmann, Kerouac and Chair Hunter
Nays: None
Absent: Sorenson and Wehmeyer

- 6. Continuation of a Discussion of Proposed Material Standards for New Single Family Homes**
BCS Croak said the draft ordinance, amending sections 9-13-3 and 9-13-9 of the Lake Bluff Municipal Code regarding architectural review procedures and standards for single family homes, is combined with the similar/dissimilar ordinance. Should the ABR recommend the Village Board adopt the ordinance, he recommends it be incorporated in the Building Code but not inside the similar/dissimilar section.

Chair Hunter lead the discussion regarding the draft ordinance.

In response to a comment from Chair Hunter, Member Russ said the aspiration she expressed was about having material standards as a way of having some kind of architectural review that is not overly prescriptive.

In response to a question from Member Kerouac regarding the process, BCS Croak said there would be an in-house review by Staff. Staff would approve it if it met the criteria or refer it to the ABR for review if it didn't meet the criteria or if it is uncertain whether it meets them.

In response to a question from Member Deegan, Chair Hunter said the standards and guidelines would apply to new construction single family homes and additions to existing single family homes.

Member Dahlmann said he likes #1 – Elevations, but not number #2 – Materials, #3 – Chimneys, #4 – Front Porches, #5 – Windows, #6 – Building Height, #7 – Style and Design, #8 – Corner Lots and #9 – Simplicity of Parts.

Member Deegan asked if the point of the standards were to establish a template that will give Staff the ability to wave a flag if they see something that is not acceptable. He asked if there was a way to require a preliminary review of the drawings before the final drawings are submitted. A discussion followed.

Following its discussion the ABR directed Staff to present a revised draft ordinance at its next meeting reflecting the following proposed changes:

- The standards and guidelines contained in this Section should be applied to all elevations of the proposed building;
- Construction materials should be used consistently on all facades unless the change has a logical relationship to the design;
- Exterior chimneys shall be of masonry construction preferred;
- In most cases front porches should have a minimum useable depth of six feet;
- Windows should be of high quality materials;

- Residential designs should not be duplicated within the Village;
- Corner lots should emphasize both street elevations;
- Architectural stylistic integrity is encouraged and should be consistent throughout all the sides of the structure;
- Construction materials such as T1-11 Siding, Vinyl Windows and Dryvit should be disallowed;

7. **Staff Report**

BCS Croak reported the next regular meeting will be on September 5, 2017.

8. **Adjournment**

There being no further business to consider and upon a motion duly made and seconded, the meeting adjourned at 8:33 PM.

Respectfully submitted,

Mike Croak, CBO, CBCO
Building Codes Supervisor