



Design Review Board
Meeting Minutes
Thursday, January 28, 2021
via tele/videoconference

1. Call to order.

The meeting was called to order at 5:02 p.m.

Members present: Chair Scott Kraehnke, Wesley Brice, Bryan Koester, Daryl Melzer, Ryan O'Connor, Larry Pachefsky, Mike Skauge and Mary Wright.

Others present: Kevin McLeod, Emma Carollo, Mike Dindorf, Colleen Thompson and Bart Griepentrog, Planning & Development Director.

2. Approval of the January 14, 2021 meeting minutes.

Mr. Pachefsky motioned to approve the minutes as submitted; seconded by Mr. Koester. Vote 8-0.

3. Consideration of the application and plans on file for the installation of a patio door and front entry modification at residential property 1570 E. Olive Street.

Ms. Thompson presented an overview of the project, which involved a modified front entry door and new rear patio doors. She noted that the front door would be widened and that sidelights would be added. The goal was increased curb appeal. On the back, two windows would be replaced with patio doors to provide access to a new deck.

Chair Kraehnke confirmed that a front porch column would be moved slightly. He also confirmed that the back would remain all brick. Director Griepentrog noted that staff had questioned the missing glass block windows and scale of the existing windows and proposed door on the rear elevation. Ms. Thompson noted that the glass block windows would remain and that the scale of the existing windows may be slightly off, but that they extend close to the floor. Ms. Wright questioned if there would be a new stairway coming down from the patio doors, and Ms. Thompson noted that a new deck would be constructed this spring. She further noted that there would be mullions on the patio door to match the rest of the house.

Mr. Koester motioned to approve the plans, as submitted; seconded by Ms. Wright. Vote 8-0.

4. Consideration of the application and plans on file the removal of a skylight and the installation of two windows at residential property 4055 N. Stowell Avenue.

Mr. Dindorf provided an overview of the project, noting that the project had previously been reviewed and approved by DRB, but that some minor modifications to that plan were desired. Those modifications involved the removal of a skylight and the addition of two small windows on the north elevation.

Mr. Skauge questioned if the two new windows would be operable. Mr. Dindorf confirmed that they would and that they would match the same size and style of other windows on the west and south elevations.

Mr. Skauge motioned to approve the plans as submitted; seconded by Ms. Wright. Vote 8-0.

5. Consideration by Special Exception of the application and plans on file for the installation of a painted wall sign at commercial property 4312 N. Oakland Avenue.

Director Griepentrog provided a brief overview of the request based on his memo. He noted that it is coming to the Board as the result of an enforcement of a sign that was installed without approval. Ms. Carollo noted that the former drycleaner building located next door had been demolished and she wanted to utilize the newly exposed sidewall to advertise her business. She also noted that she submitted letters of support to keep the sign as installed from other businesses. Director Griepentrog noted that a Special Exception is required for the installation of a second wall sign. He further noted that consideration of the sign's size and construction type (painted directly onto the wall) would need to be addressed.

Mr. Melzer questioned if there were other signs painted directly onto buildings in the village. Director Griepentrog noted that the Board approved the installation of a mural sign without text at a vet clinic on Oakland Ave south of Capitol Dr. Mr. Skauge also noted that there was a mural on the side of the building that is occupied by the Sharp Brothers and Nick's Barbershop. Ms. Wright questioned if the Village allowed murals. Director Griepentrog noted that both murals referenced were considered signs because their content related to businesses located within the building. Had they not featured related content, he noted that DRB does not review the paint scheme of buildings.

Mr. O'Connor noted that the sign adds appeal to the space next to the vacant lot. He suggested that it may be temporary in nature and could be removed when new development occurs on the vacant lot. He stated that the scale of the sign fit the empty wall. Mr. Melzer noted that the sign appears less large in person, agreed that it was a good scale for the building and suggested that it added something positive to the wall. Mr. Koester stated that it looked appropriate for the space, but would have preferred that it had been a bit smaller.

Chair Kraehnke questioned the discussion of the sign's temporary nature, noting that a new building next door may not necessarily obstruct the sign, if and when it were to be built. He also questioned if there was any way to require its removal. Ms. Wright questioned why it would need to be removed. Director Griepentrog confirmed that there is no classification for temporary sign within the sign code, unless for some reason the Board conditioned the Special Exception on its removal at some point. Chair Kraehnke noted that he did not think the Board should consider approval as a temporary sign. He noted that it should simply either be approved or not. Mr. Skauge agreed.

Chair Kraehnke agreed with other members that the sign looked good. He noted that the black color matched the window and was simple and understated. Ms. Wright also shared that it

looked nice. Ms. Wright questioned if there would be any required maintenance of the painted sign, and Director Griepentrog noted that the Village can require that it be maintained to its approved design.

Ms. Wright motioned to approve the plans as submitted, via Special Exception, noting that the plans met considerations number 1 (purpose), 2 (type), 5 (appearance) and (9) property values; seconded by Mr. Melzer. Vote 8-0.

6. Adjournment

Mr. Koester motioned to adjourn the meeting at 5:35 p.m.; seconded by Mr. Skauge. Vote 8-0.

Recorded by,

A handwritten signature in blue ink that reads "Bart Griepentrog". The signature is written in a cursive style.

Bart Griepentrog, AICP
Planning & Development Director