

**Minutes of the Community Design Commission
Held on January 22, 2014
At Village Hall in Room 101**

Meeting called to order at 7:15 p.m. and roll was called.

Attendees: Acting Chairperson John Schiess; Commissioners Steven Avalos, Julie Carpenter, Teresa Heit-Murray, Barbara Kwiatkowsky, Christina Loran (arrived at 7:30 p.m.), Lloyd Natof, James Rolfes (arrived at 7:20 p.m.), Greg Sorg, Aaron Stigger, Michele Wheeler

Absent: Chairperson Douglas Chien; Commissioner Bernie Woytek

Also present: Craig Failor, Village Planner; Tammie Grossman, Director of Community and Economic Development; Sally Wallace, CIC Liaison

Public Attendees: None.

Non-Agenda Public Comment: None.

Public Hearing(s); Sitting as the Design Review Commission:
None.

Other Business:

Ms. Tammie Grossman, the Director of the Community and Economic Development Department, introduced herself to the commission and gave an overview of the newly formed Village department. She urged commissioners to communicate directly with her with any questions and concerns. She said future plans include auditing the processes between departments to improve efficiency and updating software to ensure communication between departments will be seamless.

Acting Chair Schiess welcomed the new commission members and introductions were made.

Minutes:

Commissioner Loran motioned to approve the minutes from October 23, 2013. Commissioner Wheeler seconded. The minutes were approved as submitted.

Acting Chair Schiess moved on to approval of the resolution for Cal. No. 06-13-DRC: 505 Washington Boulevard, Fenwick High School. Mr. Failor reminded commissioners that only those present for the public hearing could vote on the resolution. A voice vote was taken and the resolution passed unanimously.

Staff Reports:

Mr. Failor explained to the new commissioners that the Village's Zoning Administrator would be present for any public hearings on sign variances. Mr. Failor said as the Forestry Superintendent recently retired, the village was currently looking for a replacement, with a new hire hopefully in the next couple of months. In the meantime, an interim superintendent was in place should the commission have questions for him.

Mr. Failor went over the 2014 work plan, including sub-committee vacancies. Commissioner Rolfes volunteered to be on the Tree Diversity sub-committee. A short discussion ensued about the possibility of having a forestry sub-committee. Acting Chair Schiess suggested they bring that issue back to the commission when Chair Chien was present.

Mr. Failor discussed the Design Consultant Committee project and suggested the commission hold a larger conversation about whether to move forward with the project as it had been on hold for a few years now. He also said the Private Property Tree Ordinance was likely to be put on hold for the year. Acting Chair Schiess went over the progress done on that project so far.

Commissioners held a short discussion on the sign variance review process, a project on the work plan. Mr. Failor said the CDC would also likely provide input on any streetscape projects that would come forward in the Village.

Sub-Committee Reports:

None.

Adjournment

Commissioner Loran motioned to adjourn. Commissioner Stigger seconded. The meeting was adjourned at 8:28 p.m.

Angela Schell,

Recording Secretary