

**Minutes of the Community Design Commission/ Forestry Sub-Committee
Held on November 18, 2015
At Village Hall in Room 101**

Forestry Sub-Committee Meeting called to order at 6:45 p.m.

Attendees: Chair Douglas Chien; Commissioner Michele Wheeler

Absent: Commissioner James Rolfes

Also present: Craig Failor, Village Planner; Rob Sproule, Forestry Superintendent

Discussion regarding forestry issues:

Mr. Sproule updated commissioners on the Forestry Division. He said staff was transitioning to winter – tree planting has finished with 220 trees planted village-wide. Staff was doing cycle pruning in some areas. Staff will be evaluating ash trees. Stumping continues but significant progress has been done. Tree watering for the season is ending. Trees for spring planting have been ordered from nurseries. He said they were working on the 2016 work plan. A short discussion ensued about female ginkgo trees and complaints. Consensus was that staff should evaluate removal on a case by case basis.

Chair Chien asked about design feedback for landscaping improvements near Village Hall and Public Works. Mr. Sproule will provide scale drawings. Chair Chien suggested contacting local landscaping companies to sponsor planting areas in exchange for signage. Mr. Sproule said he would check to see if that was permitted.

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

Attendees: Chair Douglas Chien; Commissioners Julie Carpenter, Susan Ebner, Teresa Heit-Murray, Adam Kallish, Richard Katz, Nick Sinadinos, and Michele Wheeler

Absent: Commissioners James Rolfes, Lloyd Natof, and Aaron Stigger

Also present: Craig Failor, Village Planner

Non-Agenda Public Comment: None.

Forestry Superintendent Report Overview:

Chair Chien reviewed the report with the full commission. Chair Chien asked commissioners to forward any parkway planting suggestions to him.

Minutes:

Commissioner Katz moved to approve the minutes from October 28, 2015. Commissioner Ebner seconded. A voice vote was taken and the minutes were approved unanimously as submitted.

Public Hearing(s);

None.

Other Business:

Design Guidelines Update

Mr. Failor said staff was considering whether to incorporate the Design Guidelines document into the Zoning Ordinance as the Village is currently undertaking a revision of the code. Mr. Failor noted that Commissioner Rolfes had submitted comments on the guidelines as he could not attend tonight's meeting.

Commissioners added a few suggestions on word substitutions. Mr. Failor said definitions will need to be looked at by the zoning consultants. Chair Chien asked about driveways and sidewalk access points and what documents govern those requirements. Mr. Failor said the municipal code covers curb cuts and access points; setback requirements and open space requirements were covered in the zoning code. Commissioner Kallish suggested including exemplars of what was not permitted in terms of street facades.

Chair Chien asked how the document would be incorporated into the zoning code. Mr. Failor explained it would be a complete document within the code. Commissioner Katz asked if the Zoning Board of Appeals (ZBA) and would have enforcement over the design standards. Mr. Failor explained there were multiple commissions that oversee different areas of the zoning code: the ZBA, the Plan Commission, the Historic Preservation Commission and the CDC. The CDC would oversee the design standards portion. Commissioners suggested clarifying the paragraph that included calculations on page two.

On page three, part C, Commissioner Katz suggested adding fenestration to the architectural door elements. Commissioner Sinadinos suggested using the phrase, "such as" to the list of elements and removing the "no less than two" requirement. Commissioner Katz suggested wording the section with, "building entrances shall be defined architecturally using elements such as but not limited to" before the list of elements. Commissioners suggested clarifying the storefront windows to indicate they must be unobstructed clear glass and not substantially opaque.

On page four, Commissioner Katz suggested adding language to prohibit jumbo brick. Commissioners suggested striking aluminum awnings.

On page six, Commissioner Katz suggested simplifying the first paragraph. Commissioners suggested removing the landscaping section as it was addressed in other areas of the zoning code. Commissioners suggested adding a new section for the review process portion.

Commissioner Katz suggested adding a lighting design portion. Mr. Failor said they were looking to add lighting guidelines to the zoning code, but the zoning consultant could add something that speaks to design. Commissioner Kallish suggested moving up the design review criteria.

Cavalcade of Pride Awards Discussion

Commissioner Heit-Murray said she has selected a new design for the presentation. She reviewed the award certificate with commissioners.

Other Business

Commissioners had a short discussion about the possibility of sound walls along I-290. Commissioner Katz urged commissioners to spread the word that the walls, in his opinion, would be detrimental to the village.

Adjournment: The meeting ended at 8:15 p.m.

Angela Schell,
Recording Secretary