

**Minutes of the Community Design Commission/ Forestry Sub-Committee  
Held on Oct. 26, 2016  
At Village Hall in Council Chamber**

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

**Attendees:** Chair Douglas Chien; Commissioners Juan Betancur, Julie Carpenter, Teresa Heit-Murray, Adam Kallish, Richard Katz, Lloyd Natof, Nick Sinadinos and Cindy Wong

**Absent:** Commissioners Susan Ebner, Mitchell Murdock, C. Scott Smith and Aaron Stigger

**Also present:** Craig Failor, Village Planner; Mike Bruce, Zoning Administrator

**Non-Agenda Public Comment:**

None.

Chair Chien said due to a lack of a quorum, the Forestry Subcommittee did not meet.

**Forestry Superintendent Report Overview:**

Chair Chien reviewed the Forestry Superintendent's report.

**Minutes:**

Chair Chien asked for corrections. Commissioner Carpenter moved to approve the minutes from September 28, 2016 as submitted. Commissioner Kallish seconded. A voice vote was taken and the minutes were approved unanimously.

**Public Hearing(s); Sitting as the Design Review Committee:**

Roll was called; a quorum was present.

Chuck Colegrove, on behalf of Free Church, is requesting that variations be granted from the following section of the Sign Code of the Village of Oak Park, to permit the installation of a 13 foot tall by 2.25 foot wide temporary pole sign (Welcome Banner) at the entrance to Mann School for Sunday morning services between 8:30 am and 11:30 am, where temporary pole signs are limited to six (6) feet in height and are limited to a certain number of display days;

1. Section 7.7.13 (B) (3) (b), which section requires that pole signs are limited to six (6) feet in height; and
2. Section 7.7.13 (B) (3) (C), which section requires that temporary pole signs must be setback ten (10) feet from any property line; and
3. Section 7.7.13 (B) (3) (d), which section requires that temporary pole signs may be erected on a zoning lot no more than four (4) times in a year.

Mr. Bruce reviewed the application and the variances requested.

Mr. Colegrove said meeting at a school created some hurdles as it was a shared space and providing directional signage could be challenging for his church. He said there are nine points of entry at Mann School. He said they were requesting the variance to help guests find their way around the campus easily and create a front entry that was easily noticed. He asked the commission to concur with the Village staff recommendation of support for the variances.

Commissioner Carpenter asked about the population for Sunday services. Mr. Colegrove said on average it was 315-320 people with the two services. Chair Chien asked how long they had been meeting at the school. Mr. Colegrove said they were coming up on one year in December. Commissioner Wong asked if there were other signs advertising the church. Mr. Colegrove said there was a sandwich board indicating parking in the back and at the school entry point. Chair Chien asked for clarification on the entrance. Mr. Colegrove said they use the south entrance as their main entrance, which is not the lobby entrance for the school. Commissioner Heit-Murray asked about wear and tear on the sign and would the applicant replace it in kind. Mr. Colegrove said as it was only planned to be displayed for three hours a week, they didn't anticipate a lot of wear, but they would not let it look tattered.

Chair Chien asked about the need for the sign. Mr. Colegrove said they would like to have guests come as well as members to worship at their service; the sign was necessary as it was not a traditional church building with permanent signage. He said the school was a temporary location for them as they were a new church and didn't have the funds yet to purchase a permanent worship location.

Commissioner Carpenter said she had some concerns about the aesthetics of the signage, but appreciated that the applicant chose to go through the legal means to do it. She said there were signs like this all over the town and there was no real crackdown on it. She said the temporary nature was respectful of the neighbors.

Chair Chien asked for comments from those wishing to speak.

Ms. Susan Casterline, said she represented 10 of 12 people living on her block. She said her block faces Mann school to the west and was in direct view of the entrances where signs have been placed. She said they opposed the approval due to safety, as the large signs have blown over on windy days and also for aesthetics as all the signs made their neighborhood look like a store grand opening. Commissioner Betancur asked for clarification on the signs. Ms. Casterline said there were 12 white, sandwich boards that were placed all over the block with arrows showing direction. She said the large signs blow over if the ground was wet. Commissioner Katz asked if her concerns would be helped if the sign could be anchored securely. Ms. Casterline said they still opposed due to the aesthetics, as there were six other signs showing the entrance.

Chair Chien asked staff about the sandwich board signage. Mr. Bruce said that those did not require permitting. Mr. Colegrove clarified that when the church began, they did have 12 sandwich boards but they were now down to two and initially, they had displayed two of the large signs. They were now only requesting to put out one sign.

Commissioner Kallish moved to approve the variances as submitted. Commissioner Carpenter seconded. A roll call vote was taken:

Kallish –yes

Carpenter – yes

Commissioner Heit-Murray asked for a condition on the application and a withdrawal of the votes so far. Commissioners Kallish and Carpenter agreed.

Commissioner Heit-Murray said the sign should be secured with the proper mechanisms for an outdoor display so that it would not fall over or damage property. She added the hours should be followed and the location should stay at the south entrance. Commissioner Katz added a condition that in periods of excessive winds it should not be put up at all. He proposed it be set back closer to the building. Mr. Bruce explained denying the setback request would do this. Commissioners discussed the timeframe issue. Chair Chien suggested language like, as reasonably close to 11:30, but not in excess of a half an hour. Commissioners agreed. Commissioner Heit-Murray said the sign should be anchored with the equipment that comes with it for an outdoor display. Commissioners discussed excessive wind conditions and wet ground. They suggested the sign should not be displayed if conditions exceeded the manufacturer's recommendations.

Chair Chien stated the motion was to approve the variance limiting the height of pole signs and limiting the amount of times pole signs could be displayed per year with three conditions: the sign may be displayed between 8:30am and taken down as close to 11:30 as possible, definitely not as late as noon; the sign be installed per manufacturer specifications and when ground was excessively wet or when excessively windy conditions existed the sign should not be displayed. Mr. Failor noted that commissioners should vote on each variance request individually.

Commissioner Kallish moved to approve the variance on the height restriction. Commissioner Katz seconded. A roll call vote was taken:

Kallish – yes  
Katz – yes  
Carpenter – yes  
Heit-Murray – yes  
Natof – no  
Sinadinos –yes  
Betancur – yes  
Wong – yes  
Chien – yes

The motion passed 8-1.

Commissioner Natof moved to approve the setback variance. Commissioner Sinadinos seconded. A roll call vote was taken:

Natof- no  
Sinadinos – no  
Carpenter – no  
Heit-Murray – no  
Katz – no  
Kallish – no  
Wong – no  
Betancur – no  
Chien – no

The motion failed 0-9.

Commissioner Natof moved to approve the variance on the number of times a sign can be displayed with the conditions that the sign go up no earlier than 8:30 in the morning and be removed within a reasonable time of 11:30 and no later than noon; the sign be utilized according to the manufacturer's specifications; during excessively wet or windy conditions the sign not be used to guard against it falling; and at the south entrance only of Mann school. Commissioner Sinadinos seconded. A roll call vote was taken:

Natof –no  
Kallish – yes  
Carpenter - yes  
Heit-Murray- yes  
Katz - yes  
Sinadinos- yes  
Wong – yes

Betancur – yes  
Chien – yes

The motion passed 8-1.

**Other Business:**

***Wayfinding Signage Update***

Mr. Failor updated the commission on the wayfinding progress. He said Sasaki would be meeting with the commission in November.

***Cavalcade of Pride***

Commissioners reviewed the nominations and selected the final award winners.

***Schedule for Future Meetings***

Due to the Thanksgiving holiday, the regular November meeting was moved to November 30, 2016. The Stewardship Awards were scheduled for December 7, 2016 at the 19<sup>th</sup> Century Club.

**Staff Report**

Mr. Failor said there was be a public hearing scheduled for the Zoning Code through the Plan Commission on November 16, 2016.

**Adjournment:**

Commissioner Kallish moved to adjourn. The meeting ended at 9:04 p.m.

Angela Schell,  
Recording Secretary