

**SUMMARY NOTES
OF THE MEETING OF THE
ARCHITECTURAL COMMISSION
MONDAY, JULY 9, 2007
VILLAGE OF NORTHFIELD**

On Monday, July 9, 2007 at the Northfield Village Board Room, 361 Happ Road, the Architectural Commission met at 7:00 P.M. to consider three issues:

Members in Attendance:

Pat Karr, Chairperson
Juergen Fuss
Steve Hirsch (@ 7:20 p.m.)
Tom Jennings
James Hayes
Todd Berlinghof
Steve Page

Members Absent:

None

OTHERS PRESENT: Ron Johnson, Building Commissioner (see attached sign-in sheet).

Chair Karr opened the meeting with an overview of the issues to be considered at this meeting.

Chair Karr requested approval of the Summary Notes of the June 11, 2007, Architectural Commission meeting.

Commissioner Berlinghof requested a change to the Minutes of June 11, 2007. He indicated that #3 under the motion be changed to read "... if it takes longer than two years to be completed."

A motion was made by Commissioner Berlinghof, Seconded by Commissioner Jennings to approve the Architectural Commission Summary Notes of June 11, 2007.

The vote was as follows:

AYES: 6

Pat Karr, Chairperson
Juergen Fuss
Tom Jennings
James Hayes
Todd Berlinghof
Steve Page

NAYS: 0

ABSTAIN: 0

ABSENT: 1

Steve Hirsch

Motion Carried

ISSUE #1: Consideration of a request for modifications including site plan, exterior façade, site lighting and landscaping to the previously approved plans for additions to Fields BMW at 700 Frontage Road, submitted by Fields BMW.

Jeff Brown, JRB Group Architects, was present for Fields BMW. He indicated that their plans have been revised from the previously approved plans. They are now requesting a smaller

addition to the 700 Frontage Road building along with an addition to the parts department. The tower will not be built. The courtyard and reception area will not be changed from their current design. The material used on the building will be a white metal composite, a sample was passed to the Commission, which is a new requirement of BMW. He indicated minor landscaping changes in the courtyard.

Commissioner Fuss asked if the tower will be built at a later date. Mr. Brown indicated it would not. They are bringing the interior of the building up to standard instead.

Chairperson Karr questioned the starting date for construction. Mr. Brown said that they have been working with staff already to get the process going and they are currently in the permit review process and provided approval is received, construction should begin in August.

Commissioner Berlinghof asked whether the additional building at 770 Frontage Road had been purchased yet. Mr. McCulloch indicated that they have already closed on the property and that the previous cost estimates had been lower than anticipated so more money had to be spent.

Commissioner Hayes questioned what will happen with the Chrysler side of the building. Mr. McCulloch suggested that the Highland Park store would move to this location. Interior work would need to be done more than exterior changes. Commissioner Hayes then asked Mr. Brown to summarize the service area changes. Poster drawings were shown to the Commission indicating no changes.

Commissioner Berlinghof asked about the lighting changes and would the courtyard light poles exceed 15'. Mr. Brown indicated no changes are being made and they would not exceed 15' in the courtyard and the 21' lights have not been moved.

Commissioner Hayes questioned vegetation changes. Mr. Brown told the Commission that the eight trees previously proposed to be relocated will remain where they are. Landscaping around the ground sign was questioned by Commissioner Jennings. Craig Dowden, passed the ground sign landscaping plan to the Commission members. He indicated that lilacs would be used. Mr. Dowden didn't want the inventory to be blocked and therefore 18-24" high flowers would be used. Commissioner Berlinghof suggested more greenery year round. Mr. Dowden's concern was with the salt spray in the winter kills most evergreen species. Mr. McCulloch agreed that salt spray even hits their inventory. Mr. Dowden felt that boxwoods or yews might be a possibility. Mr. Brown told the Commission they will work with staff on the landscaping issue.

Illumination of the service area sign and lights were questioned next by Commissioner Jennings. Mr. McCulloch assured the Commission they will continue to be turned off during non-business hours.

Commissioner Page asked about the size of the panels of the new composite and the color. Mr. Brown indicated white panels will be used. A discussion continued regarding the channel system of the panels on top of a steel stud system, chipboard and Tyvek.

There being no further discussion, the following motion was made:

A motion was made by Commissioner Berlinghof, Seconded by Commissioner Page to approve the plans as submitted June 4, 2007 for the modifications to the previously approved plans for additions to Fields BMW at 700 Frontage Road, subject to the following:

1. **Petitioner shall provide eight trees within the proposed landscape plan for the Transitional Yard at the west property line.**
2. **Petitioner will work with staff to provide a more year round green landscaping effect, specifically around the ground sign.**
3. **Petitioner shall continue to turn off the Service Sign after hours.**

The vote was as follows:

AYES: 6

**Chairperson Pat Karr
Juergen Fuss
Tom Jennings
James Hayes
Todd Berlinghof
Steve Page**

NAYS: 0

ABSTAIN: 0

ABSENT: 1

Steve Hirsch

Motion Carried

ISSUE #2: Consideration of a request for a front yard variation to allow for a six foot fence in the west front yard setback at 390 Sunset Drive, submitted by Patrick and Meave Foley.

Meave Foley was present and asked that this matter be heard last because her husband was on his way but stuck in traffic. The Commission was informed that there were neighbors in the audience which warranted discussion on the matter and it was agreed to hear this matter later.

ISSUE #3: Consideration of a text amendment to Chapter 12 of the Village Code to create provisions and regulations regarding a Village Center Streetlight Banner Program; and, consideration of a specific banner design as proposed by the Chamber of Commerce.

George Alexoff, Northfield Chamber of Commerce President, was present. He indicated that the Chamber of Commerce for some time has wanted to start a banner program. They have met with the Chamber Board and their membership and have a financial commitment for one year, for a three season program. They would like to begin the program with the Northfield Farmers Market banner. Mr. Alexoff passed a picture around to the Commission of what the banner would look like. This was changed from the previous picture by including more fruit and changing the words "sponsored by" to "presented by".

Commissioner Hayes felt that defining "Village wide events" would be difficult and would be limited. Chairperson Karr agreed and questioned what would be considered appropriate.

Commissioner Hirsch arrived at 7:20 p.m.

Mr. Alexoff indicated this is a very open discussion, but their intention is to get the program started and it will be controlled by the Chamber with the Architectural Commission's approval of each individual banner design. Policies could be changed and modified as the banner program developed.

Chairperson Karr indicated there is no regulation for banners in the ordinance, but is under snipe signs. She is not comfortable with the Chamber controlling the program, questioning how other community organizations would be allowed to participate. Mr. Alexoff indicated the banner's life expectancy is two to five years. They are willing to work with the Village to develop policy or guidelines acceptable to Northfield. If there is not a banner for a particular season, they suggest a generic banner. It is suggested that these banners will be placed on every fourth pole on the Sternberg light standards.

Commissioner Berlinghof supports a banner program, but indicated the Village should have the ability to look at it and create guidelines.

Commissioner Fuss questioned whether or not the banner was two sided and the material. Mr. Alexoff indicated it is two sided and a vinyl material. He went on to say that they will also work with staff on the appropriate size of the banner. The width will be determined by the length and it must be 12 feet off the ground. Ron Johnson indicated that the poles are 16'. The 20" bracket was determined not to be a hazard into the roadway. Mr. Alexoff then showed the Commission Winnetka's 7' banner and a 3' banner. They hope to have one in between these two. The Sternberg light poles also have mounting brackets which they plan to use.

Commissioner Fuss asked who will maintain the banners. The Chamber will maintain the banners.

There being no further discussion, the following motion was made:

A motion was made by Commissioner Berlinghof, Seconded by Commissioner Jennings to approve the Streetlight Banner Program and the Northfield's Farmers Market banner as proposed by the Chamber of Commerce.

The vote was as follows:

AYES: 6

Chairperson Pat Karr
Juergen Fuss
Tom Jennings
James Hayes
Todd Berlinghof
Steve Page

NAYS: 0

ABSTAIN: 1

Steve Hirsch

ABSENT: 0

Motion Carried

ISSUE #2: Consideration of a request for a front yard variation to allow for a six foot fence in the west front yard setback at 390 Sunset Drive, submitted by Patrick and Meave Foley.

Patrick Foley was present and indicated they purchased their home at 390 Sunset Drive June 8, 2007. They would like to erect a fence in their back yard, which is considered the front yard by ordinance. They are situated on the northeast corner of Sunset Ridge Road and Sunset Drive. They plan to erect a fence on the east side of the property for the dog, the west side and to the garage to add a 6' stockade fence on Sunset Ridge side. They are requesting a variance because the Code allows for a 4' fence. Their concerns are the close proximity to Sunset Ridge Road, the sound, low grade, little privacy and the fact that when the County came and installed a sidewalk, they removed many trees and bushes, leaving the area very exposed. Mr. Foley

plans to plant additional landscaping inside and outside of the fence, including spruce and other evergreens. The fence will be on the property line. They also have an existing 7' fence which they plan to keep. He indicated a 7' fence is across the street also.

Commissioner Page questioned the location of the six foot fence. Mr. Foley indicated it returns to the garage and there is a tall pine tree inside the fence. The split rail portion will be 2 or 3 horizontal to the 7' fence. The portion on the north will have landscaping on both sides.

Commissioner Hirsch questioned the asphalt area depicted in a picture. Mr. Foley said that was a basketball court which has been removed and they have added a circular drive for safety reasons while entering and exiting the property and also added water detention relief. He indicated it will be a grass area.

Commissioner Jennings had a concern about their neighbor, Mr. Nowak's sight visibility from entering and exiting his driveway. Mr. Nowak spoke then to Mr. Foley about where the fence will start and end. Mr. Foley expressed to Mr. Nowak that his sight would not be changed. The fence will start exactly where the current fence ends and will not obstruct his view. The bushes will remain exactly where they are. Mr. Foley indicated that if Buckthorn bushes are removed, they will be replaced with evergreens. Mr. Nowak went on to say that the County removed many trees and bushes, leaving the area bare.

Mr. Simon Babbs, 385 Meadowbrook Drive, lives to the north of the Foleys and he has a concern about losing the "greenery" with the fence and asked how far it will be located from the sidewalk. Mr. Foley said the fence will be up to the edge of the asphalt in the picture and will be quite a distance from the sidewalk. There are 15 arborvitaes outside the fence line. His intent is to improve the property.

There being no further discussion, the following motion was made:

A motion was made by Commissioner Hayes, Seconded by Commissioner Berlinghof to approve the requested variation from Chapter 18-10 for the residential property at 390 Sunset Drive to allow a six (6) foot high stockade fence where four (4) feet is permitted.

The vote was as follows:

AYES: 7

**Chairperson Pat Karr
Steve Hirsch
Juergen Fuss
Tom Jennings
James Hayes
Todd Berlinghof
Steve Page**

NAYS: 0

ABSTAIN: 0

ABSENT: 0

Motion Carried

There being no further issues to discuss upon a motion duly made by Commissioner Hayes, seconded by Commissioner Berlinghof and passed, the meeting was adjourned at 7:50 P.M.

Approved 9/10/07