REPORT OF THE PROCEEDINGS OF A MEETING
BEFORE THE VILLAGE OF NORTHFIELD
ARCHITECTURAL COMMISSION

REPORT OF PROCEEDINGS had before the Village of Northfield Architectural Commission taken at the Village of Northfield, 361 Happ Road, Second Floor Multi-Purpose Room, Northfield, Illinois on the 13th day of January, 2020, at the hour of 6:00 p.m.

MEMBERS PRESENT:    MEMBERS ABSENT:
TEV BOND, Chairman    JOE McINERNEY
PATRICIA MORRELL
KATHYRN TALTY
BARNABY DINGES
ANDY BOWYER

ALSO PRESENT:
LINNEA O’NEILL, Staff Liaison
CHAIRMAN BOND: My name is Tev Bond. I'm going to call to order the January 13th meeting of the Architectural Commission.

CHAIRMAN BOND: I will let the Architectural Commission introduce themselves.

COMMISSIONER DINGES: Barnaby Dinges.

COMMISSIONER TALTY: Kathryn Talty.

COMMISSIONER BOWYER: Andy Bowyer.

COMMISSIONER MORRELL: Patricia Morrell.

CHAIRMAN BOND: May I have a motion to approve the meeting minutes from November 11?

COMMISSIONER DINGES: Motion approve the minutes from November.

CHAIRMAN BOND: Do I have a second?

COMMISSIONER BOWYER: I second.

CHAIRMAN BOND: All in favor?

(Chorus of ayes.)

CHAIRMAN BOND: Approved. Thank you.

1) 7 HAPP ROAD – Consideration of a request for approval of permanent signage for New Trier High School located at 7 Happ Road.

Petitioner: New Trier Township High School District 203

Property Index Number: 05-30-101-018, 05-30-101-020, 05-30-101-021 and 05-30-101-031

Project Number: 2019-0462

CHAIRMAN BOND: We have one agenda item tonight, 7 Happ Road, consideration of a request for approval of permanent signage for New Trier High School located at 7 Happ Road. So, whoever is considering speaking, if it's all right with you, we'll swear everyone in at once.

So, if you could just stand and hold up your right hand?

(Witnesses sworn.)

CHAIRMAN BOND: Excellent. So, whenever you're ready to speak, if you could just state your name and, do you, I guess if you could just come to the front of the chairs this evening? We're in a different room tonight, so we're a little more informal.

MR. HARKINS: Is it okay if I --

CHAIRMAN BOND: If you'd like a chocolate, I've got chocolate.

MR. HARKINS: Sure.

COMMISSIONER DINGES: It's more of a classroom setting.

CHAIRMAN BOND: That's right. So, if you can please just give your name?

MR. HARKINS: Sure, I will.

CHAIRMAN BOND: Thank you.

MR. HARKINS: I'm Don Harkins. I'm with Harkins Signs and represent the school district. It's been my pleasure for over the 20-plus years that New Trier has been on the Northfield campus to oversee their signage program. Tonight, we come to you before this committee with a change. The reason that we're here is that, as
you're aware, there was a change in our new world of
security, especially in schools, and already approved
and installed over last year was the new fence system
that they did to close off many of the entrances on the
campus. As a result of that, we now have two entrances
for visitors; and as a result of the two entrances for
visitors, it affected the overall outside what we call
way-finding. So, the directional signage around the
outside of the campus needed to be updated.

So, with that updating, there's three basic parts
to it. One is the way-finding system which is the
existing directional signage which you see around the
campus currently. The second thing was to identify the
actual buildings in themselves with the campuses which
I'm sure you're all familiar with. There are seven
different buildings, seven different identities by
letters. So, a way to identify the buildings,
especially for guests, people coming out to the campus,
which building they're being directed.

Then, the third thing is to identify the entrances
that are now the security entrances where all visitors
must enter. There's two different places: one on the
west side of the campus and one on the east side of the
campus. So, there's two new entrances that are already
in existence. All visitors need to go to those
entrances, sign in, show their driver's license, and
then they're given a pass to go on the campus. So,
we're trying to identify those three aspects of our sign
program.

With that, it comes down to maybe the question of
why not just use the existing signs. Well, the existing
signs, we looked at that and the existing signs on the
campus have been there since this became a freshman
campus, the school has been there 20 some years at this
time, and they're showing their age. Not only that,
there's been just damage to a variety of those signs
where they've even been hit by a lawnmower or snowplows
with piles of snow, and so the signs have been, in some
cases they're warped in that they're at an angle where
we can't get the faces out of them. That's going to, it
became more involved to do that and try to straighten
those signs out and fix that.

The committee that was developed through the school
district, and I was part of that just as a consultant,
we ultimately determined that the best thing to do would
be to replace the entire sign system because new
lettering needed to be added to it anyway. So, in doing
that, we looked at a variety of different options. As
the designer, we came in with a, you know, so great,
let's really modernize it and come in with some snappy
colors and, you know, really make them look attractive
in that. Through the process of the committee, I think
they took a very conservative approach to the signage
and said, Don, no, let's keep this looking just like
what we have.
Let's do this more or less the same size, taking into consideration the copy lengths, that we need to maybe increase or decrease the height of the sign or the width of the sign, but we want to keep the backgrounds the same dark bronze color that we currently have as well as the lettering. We want, you know, we want to keep that in a very modern but readable typeface. So, I think they took a very conservative approach, and you would probably go on campus a year from now and you're going to say I don't really notice anything much different than what was currently there.

So, with the exception that at the same time, we looked at the current Happ Road existing sign, the main site sign as we call it for the campus, and it's felt that, you know, for the size of the campus as, well as just the size of the sign in that traffic flow of cars going by at 35 miles an hour, that sign is pretty small. So, we're coming before you tonight to ask that we increase the width of that sign and keep it, more or less it's going to look the same. We're going to add the New Trier logo in a bronze piece instead of the white vinyl, what's on it currently, but white letters and the dark bronze background.

A landscaping plan has been developed for the, when you look at the sign which I believe is Sign B, it's the largest sign on your bottom left-hand corner of the package that you have. While it looks like it's up off the ground, the reason that it is is so that there can be planting in there. So, we can put in 12 or 18-inch evergreens or some form of planting scheme, and that the sign won't be buried into the planting area.

So, other than that, the sign will be pretty much like what's there, just greater width-wise on that particular sign. We're keeping it, we're somewhat constrained by the overall width because there's a slope. The ground is flat for I think about 15 feet, but then it starts sloping up. So, we're keeping the sign with the setback, at the same setback that it currently is, but we're going up to just where the ground starts to slope up and we're maybe a foot or so from that.

So, other than that, the remainder of the signs which the one other exception which is up actually at the front entrance where you come up to the driveway where there's the staircase going up onto the main walk area for the campus, there is a planter that's been put in there. Right in front of the fence, they'd like to put a sign that actually is identifying the campus for people coming in the entrance there.

Other than that --

COMMISSIONER BOWYER: That one, right?

CHAIRMAN BOND: Yes.

MR. HARKINS: Yes, right. So, in there, you have a picture showing you on the bottom left, it shows you that sign that is right in front of a new fence and the
secure area right behind it. On the bottom right is your sign, it's your main site sign showing the campus identity for Northfield.

So, other than that, then the materials that we're going to be using which is the next important thing, it's all aluminum construction, so there will not be rusting to these signs which sometimes you see in commercial signs. That's not going to happen here where everything will be aluminum. So, the finishes are a dark bronze, which is currently just like they have. The dark bronze color, light vinyl graphics is going to be applied to the signs. Then the only other finishes that are involved is a bronze, it's going to be the logos and they're indicated on the drawings.

You'll see them in the color renderings where they have the New Trier logo, the Porta Nigra, it's in the bronze. Then, the letters that are actually on the building where it indicates the east and the west entrance will be white vinyl, or excuse me, white baked enamel aluminum letters.

So, everything is non-corrosive. Everything is a very standard finish. Nothing too particularly flashy. The typeface that's going to be used is a Helvetica typeface. We're going to use some irregular typeface which is a little bit thinner than this, and in some cases a medium which is what this is. That's to get a little bit better visibility and identity to the area.

The signs will all be, the post and panel signs, the signs that are the way-finding that are around the campus, those will all be post-mounted, set in concrete. They're pretty much at the same area; it's going to be where we had existing signs. We'll be taking those signs out and then we're removing them and putting new signs in. So, it's going to be pretty much a system such that you've seen before that's currently there.

With that, I would say I'd ask is there any particular questions that the Commission has that I can answer?

COMMISSIONER TALTY: Will any of the signs be lit?

MR. HARKINS: No sign is illuminated, or all signs are not illuminated.

COMMISSIONER TALTY: Or lit from the ground? Any, you know, illumination on the sign?

MR. HARKINS: There is no plan that I know of, but I would say the one that is on Happ Road currently is not illuminated. I have no knowledge that they have decided to put that. If it was, I'm sure it would be just a ground spot that would shine up on to the sign. But that is not part of our request today, and again I don't believe there's a request for it, going to be for the sign up on the stairs.

CHAIRMAN BOND: I think if they do decide to illuminate, do they have to come back to us for that, Linnea? Or they can work with the Village directly?

MS. O'NEILL: They should just work with the Staff.
CHAIRMAN BOND: Yes. So, luckily, you can work directly with the Village.

MR. HARKINS: Right, and if it were going to be an illuminated sign, a close sign to here that would give you either the sign or the chalet, and so the big rock boulder on the corner is a ground mount illuminated too LED, and it would be the same type of application. So, it's very confined. It would just light the sign, and then around the edge of the sign it doesn't send out a beam of light that you would see.

COMMISSIONER BOWYER: Do they have a reason for not lighting it? Or it just wasn't discussed?

MR. HARKINS: It wasn't really, it hasn't been on the current plan and I don't think there was a particular reason that they needed it. But I don't think that it's an inappropriate thing, especially the one that's on the Happ Road, you know, because it is, being non-illuminated, you'd have to be going down and if you actually look from the south kind of heading north, there are some obstructions, trees and some plantings.

So, you are getting somewhat close to that area basically up where the driveways are before you actually see it, and that's so illumination would really be an appropriate thing for them to be maybe ask for in the future in that, because it certainly would help that sign in both directions. Since it's a campus that has activities in the evening also, you know --

COMMISSIONER TALTY: Or after 4:00.

MR. HARKINS: Yes.

COMMISSIONER MORRELL: You know, that campus is pretty well lit though, because I've had to go to a lot of things there. It's very easy to, I mean, you see trees and you get around, there's overhead lighting when you're going to an event there.

CHAIRMAN BOND: It could be though advantageous for the sign by the auditorium because the auditorium, if you're not that familiar with it, you know, when FAN has their events, I see people looking for that FAN site like where am I going.

COMMISSIONER MORRELL: Yes.

CHAIRMAN BOND: But I think that this new proposal will helpfully make the way-finding easier.

COMMISSIONER MORRELL: Better, yes.

CHAIRMAN BOND: Because I think a lot of people do get confused, like where is Building D, and then you just don't see that number or that letter at first.

MR. HARKINS: Right.

CHAIRMAN BOND: So, hopefully, these will be a little more visible and will make it easier.

MR. HARKINS: Right.

CHAIRMAN BOND: I have a question about two specific signs.

MR. HARKINS: Okay.

CHAIRMAN BOND: Which are 13A and 13. So, when I
go to your page that describes the information that's on
them, so 13 and 13A, are those going to have arrows kind
of pointing? Because they're not near the auditorium,
they're closer. Is this correct, that's a north side?
MR. HARKINS: Right.
CHAIRMAN BOND: So, you're coming, I'm assuming 13
is meant for people traveling south and they're trying
to find, where did 13 go? Does it say Cornog on it and
the visitor entrance? So, that's way-finding for trying
to like direct --
MR. HARKINS: Correct.
CHAIRMAN BOND: So, will there also be like a
little arrow kind of saying keep going?
MR. HARKINS: Yes, yes.
CHAIRMAN BOND: All right.
MR. HARKINS: Yes, so the indications that are in
front of the verbiage where it says UA, that's
indicating an up arrow, URA just --
CHAIRMAN BOND: Oh, yes, yes, all right, yes.
MR. HARKINS: It's an up arrow right, pointing you
to the right and that.
CHAIRMAN BOND: Right, okay.
MR. HARKINS: So, wherever you see one of those U
indications, that's an arrow.
CHAIRMAN BOND: Exactly, and that's on your first
sheet, sorry. Yes, right. 13A, is that, that one I
found New Trier Athletics Auditorium Visitor Entrance
West. Is that also, as you're traveling south, that
information is on the north side of that sign pointing
to --
MR. HARKINS: That sign is a single-face sign.
CHAIRMAN BOND: Oh, okay.
MR. HARKINS: Yes, so it's going to be looking at
the campus in the front.
CHAIRMAN BOND: So, it's on both sides of the road
as you're traveling south.
MR. HARKINS: Right, yes. Right.
CHAIRMAN BOND: To kind of way-find people.
MR. HARKINS: Yes. If it's a double-face sign,
then it's that column to the right where it says Sign
Base B. If there isn't anything there, then it's a
single-face sign.
CHAIRMAN BOND: So, as you're traveling north, it
will just be, okay. I guess it is pretty obvious that
you're coming up on the athletics and the stadium, so
you don't really need that noted.
MR. HARKINS: Yes. The athletic, especially
because again there is a good indication of where people
are visitors, you know, and they're coming to the campus
maybe for a game or something. You know, it's trying to
direct the people over to make it an accessible area.
Just quickly, a few weeks ago after the fence was in, I
happened to be doing something there right at the fence
where the new Porta Nigra logos are, and this lady came
up to me and she wanted to, I said we have to go to the
visitor, and she said, well, they really need signage here, you know. I did say, well, I'm the sign guy. Would you tell somebody about that, you know?

So, what we're just trying to do is make the campus more user friendly.

CHAIRMAN BOND: Right.

MR. HARKINS: As well as, you know, providing security on campus which unfortunately we have to do today.

CHAIRMAN BOND: And then my other question would be when you have a double sign like four and six, how do those two, and maybe if I decipher this a little bit more it would be obvious, how do those two signs in that one location interact? How do they work together?

MR. HARKINS: Okay, yes.

CHAIRMAN BOND: Thank you.

MR. HARKINS: So, where sign four is over on the east side of the campus, over towards the frontage road area, and that sign is, so we're going to be identifying the parking lots.

CHAIRMAN BOND: Okay, like in, oh, okay, you're answering it.

MR. HARKINS: Yes. So, what we have added is which signs are already there, but we're now identifying the east parking lot, the west parking lot, the south, because one of the things that we found, again people are being told, you know, where do you go. So, we want to be able to identify and say, well, you need to go to the west parking lot to park, but there wasn't really identity for that.

So, those signs are square, they're a little bit different than the directional way-finding which are more rectangular in shape. The parking lot identity signs are square in shape because there isn't, we're stacking the copy and so there isn't the necessity to have the length on it.

CHAIRMAN BOND: Okay, so, but like here where you have, there's two signs there, correct?

MR. HARKINS: Right.

CHAIRMAN BOND: Together?

MR. HARKINS: Yes.

CHAIRMAN BOND: So, they're next to each other or they're stacked on top of each other?

MR. HARKINS: No, one is going to be kind of as you're driving towards that sign, and the other one will be off to the side. They're not going to be like right next to each other.

CHAIRMAN BOND: Okay, okay.

MR. HARKINS: Some of the signs, you know, why we tried to put them and indicate them in the exact, as close to its position, and really we get out there, and once we're out there with the signs, we actually do stand there and kind of move it left and right and determine what's the best visibility for the signs so that, you know, we'll make it as easy for the guests as
possible.

      CHAIRMAN BOND: Okay, thank you. Any other
questions about the signage from the Commissioners?
(No response.)
      CHAIRMAN BOND: Okay, thank you.
      MR. HARKINS: Okay, thanks so much.
      CHAIRMAN BOND: Do you want to talk about, do you
have someone to talk about the landscaping? Yes?
      COMMISSIONER TALTY: The landscaping.
      CHAIRMAN BOND: You're up, thank you. Thank you so
much.
      MR. HARKINS: Sure, thanks. Pleasure to work with
Linnea. I've done a lot of these, and sometimes it's
not as quite as --
      MR. CONWAY: Dave Conway, Director of Physical
Plant Services.
      CHAIRMAN BOND: I'm sorry, what's your name?
      MR. CONWAY: Dave Conway, Director of Physical
Plant Services.
      CHAIRMAN BOND: Thank you.
      COMMISSIONER TALTY: So, I just had a question on
the landscape plan. I'm not sure if I'm missing a sheet
or this is an excerpt of the plan. The schedule shows,
you know, more plants. Maybe there was another sheet
that was involved?
      MS. O'NEILL: There's two sheets.
      COMMISSIONER TALTY: Just the two sheets, right?
      MS. O'NEILL: Just the two sheets.
      COMMISSIONER TALTY: So, yes. On L140, it shows a
certain number of plants, but on L200 on your schedule,
your quantities are so much higher. It looks like maybe
there's another area that you're landscaping that I
haven't --
      MR. CONWAY: They may not all be on the plan, but
our grounds manager who, if you've ever seen the
Northfield campus, there's plants everywhere. Our
grounds manager takes great pride in making the school
look nice. So, there are some, but the schedule has
everything, some of them just aren't on the plan.
      COMMISSIONER TALTY: Okay, that's why I was
wondering. I just didn't know if there was another
area.
      MS. O'NEILL: When New Trier came before you last
year with the security plan, they included a landscape
plan for the entire property. This is a portion of it.
      COMMISSIONER TALTY: That was that original?
      MS. O'NEILL: Yes.
      COMMISSIONER TALTY: Okay, that's what I was
wondering.
      MR. CONWAY: We will make it look nice, I promise.
      CHAIRMAN BOND: So, has it changed since the, it's
the same as the original?
      MS. O'NEILL: Yes.
      COMMISSIONER TALTY: It's the same material, okay.
      CHAIRMAN BOND: When they brought the fence.
MS. O'NEILL: The fence and the pillars and the bollards.

CHAIRMAN BOND: Yes. Do you recall, is there anything of concern at that time?

COMMISSIONER TALTY: No, and there is nothing of concern on the plant material that they're showing. I just didn't know if I was missing another area that you were going to show tonight.

MR. CONWAY: Between the two, they're all there.

CHAIRMAN BOND: Excellent, thank you so much.

COMMISSIONER TALTY: Great.

MR. CONWAY: Yes.

CHAIRMAN BOND: Would anyone else like to speak this evening?

(No response.)

CHAIRMAN BOND: No? Commissioners, any more comments or concerns?

(No response.)

CHAIRMAN BOND: Do you want to make a motion? May I have a motion?

COMMISSIONER MORRELL: I move to approve the signage plan per the request of New Trier Township High School, Northfield campus, 7 Happ Road, in conformance with plans submitted December 9th of 2019.

CHAIRMAN BOND: May I have a second?

COMMISSIONER DINGES: Second.

CHAIRMAN BOND: All in favor?

(Chorus of ayes.)

CHAIRMAN BOND: Congratulations! The motion passes. Thank you for your time.

MR. HARKINS: Thank you, thank you very much.

MR. CONWAY: Thank you.

CHAIRMAN BOND: Our next Architectural Commission meeting is scheduled for February 10th regarding a sign request for North Shore Mosquito Abatement.

CHAIRMAN BOND: May I have a motion to adjourn?

COMMISSIONER TALTY: I'll make the motion.

CHAIRMAN BOND: Second?

COMMISSIONER MORRELL: I'll second.

CHAIRMAN BOND: All in favor?

(Chorus of ayes.)

CHAIRMAN BOND: Meeting adjourned. Thank you very much.

Meeting adjourned at 6:30 pm.

APPROVED 2/10/20